

8

Agenda
Village of Glen Ellyn
Special Village Board Meeting
Monday, May 21, 2012
7:00 P.M. – Galligan Board Room
Glen Ellyn Civic Center

1. Call to Order
2. Roll Call
3. Hawthorne Corridor Reconstruction Project: Sidewalk Issues – Public Works Director Hansen and Professional Engineer Minix
4. Motion to waive competitive bidding and enter into an agreement with Houseal Lavigne Associates, Gary Weber Associates, Walker Parking Consultants and Engineering Resource Associates in the amount of \$50,000 for a downtown streetscape and parking study to be expensed in FY13 subject to final approval by the Village Attorney. *(Trustee McGinley)*
5. Village Links Facility Improvements Project Update – Recreation Director Pekarek
6. Motion to adjourn to executive session for the purposes of discussing pending litigation, adjourning thereafter without returning to open session. *(Trustee Cooper)*

A-3

MEMORANDUM

TO: Mark Franz, Village Manager *MF*

FROM: Julius Hansen, Public Works Director *JH.*
Bob Minix, Professional Engineer *B Minix*

DATE: May 15, 2012

SUBJECT: Hawthorne Corridor Reconstruction Project
New Sidewalk Issues:
Capital Improvements Commission Recommendations
Request for Village Board Review and Consideration



The Hawthorne Corridor Improvements Project is now under construction, with a current focus of activities in the Kenilworth to Main segment. Within a month's time, work will be underway in all areas of the project, including the section between Park and Ellyn where there is no public sidewalk on the south side of the street. Per the direction of Resolution 01-12, a Resolution to Establish Various Design Criteria and Policies Associated with the Reconstruction of Roadways in the Village of Glen Ellyn, Section Four, New Sidewalk Installation, states that "Sidewalks should be constructed on both sides of the street for the general use of all pedestrians." The Capital Improvements Commission has considered the various issues associated with sidewalks in the area and formulated recommendations regarding new sidewalk construction that will be presented herewith. It should be noted that the Hawthorne construction contract includes provisions for new sidewalk construction, but that construction item may be deleted from the work when a final decision is rendered, such decision to take place prior to July 1, 2012.

The CIC has deliberated extensively on the new sidewalk issue and the range of the discussions have gone beyond the strict Hawthorne corridor to include areas of Ellyn, Glen Ellyn Place and Crescent, as the Commissioners felt a broad view of pedestrian activity and movements in and around Glenbard West High School and Lake Ellyn Park was required to render an appropriate recommendation for the Hawthorne section. The CIC recommendations on area sidewalk are multiple, interrelated and somewhat complicated in terms of scope and schedule. The purpose of this memorandum is to present the recommendations with the associated background information, highlighting the pertinent facts and rationale for each.

BACKGROUND

Opposition to new sidewalk was clearly expressed by nearly all corridor residents living on the south side of Hawthorne between Park and Ellyn early in the project. The request for a design exception requires that the Capital Improvements Commission conduct a meeting where public input would be received and considered in formulating a recommendation on the matter. Prior to the March 2012 meeting where the actual recommendation was crafted, the CIC convened four different working sessions on the new sidewalk issues to gain background and perspective in October 2011, December

associated with new sidewalk on the east end of Hawthorne, involving interested residents at all meetings, Police Chief Phil Norton in October and representatives from High School District 87 in January. The minutes from these working meetings are enclosed herein for reference.

Early in the process, it became apparent to the CIC that the issue of new sidewalk on Hawthorne needed to fit into an overall plan addressing pedestrian and traffic flow issues in the area. Hence the commissioners have looked beyond the strict Hawthorne corridor and examined sidewalk extensions and logical pedestrian connections involving Ellyn Avenue, Glen Ellyn Place and even Crescent Boulevard. Five sidewalk matters / elements emerged from this effort. Please note the aerial drawing enclosed herewith depicting various facets of the sidewalk elements discussed.

1. **New sidewalk on the south side of Crescent between Park and Ellyn** to help alleviate congestion and conflicts between pedestrians and vehicles on the east side of the intersection of Crescent and Park, especially related to Glenbard West-oriented pedestrian movements and activities.
2. **New sidewalk on the west side of Ellyn, extending north of Biester Gym to the south end of the GBW parking lot**, across the lots at #1 and #8 Ellyn Court to provide a sidewalk connection on the west side of Ellyn between the existing sidewalk in front of Biester to the parking lot.
3. **Revisions to existing sidewalk on the east side of Ellyn between Crescent and Duchon Field** – The current sidewalk configuration at various GBW driveway entrances forces pedestrians to walk in the roadway under certain circumstances. The existing wooden retaining walls, constructed in conjunction with the existing sidewalk, are exhibiting some signs of deterioration and will likely require replacement within the next decade. The Village is responsible for the maintenance and replacement of the public sidewalk and associated retaining walls on the east side of Ellyn.
4. **New sidewalk on the west side of Ellyn Avenue along the Glenbard parking lot**, including a **new sidewalk connection between Glen Ellyn Place and Ellyn Avenue** along the north side of the GBW parking lot – Revisions to the GBW parking lot would be required to permit installation of a sidewalk in this area including moving the north entrance of the parking lot.
5. **New sidewalk installation on the west side of Ellyn Avenue from the north end of the GBW parking lot to Hawthorne, then extending up Hawthorne to Park**. A sidewalk extension on Hawthorne that merely terminates at the corner of Hawthorne and Ellyn has been deemed ineffectual and unsafe.

CAPITAL IMPROVEMENTS COMMISSION FORMAL CONSIDERATION

At the March 13, 2012 Capital Improvements Commission meeting, the commissioners heard a staff presentation on the new sidewalk issues, asked questions and discussed project particulars with staff, took input from other audience members and began deliberating formally on the sidewalk issues. Seven area residents attended the meeting. The approved minutes from the March 13 meeting provide a detailed summary of the sidewalk discussions and citizen interactions from that evening.

The **staff presentation** provided an overview and background on the issues and CIC process. Six decision factors were presented including safety, stakeholder input, tree/landscaping impacts, impervious area, costs and phasing considerations. The staff report concluded with a statement of general support for new sidewalk and a brief description of the elements that would make up each separate recommendation (decision, additional conditions, timeframe, reasoning, etc.).

Resident comments included concerns regarding pedestrian safety; little apparent support for new sidewalk on Ellyn and Hawthorne; position of the sidewalk; negative impacts on landscaping, trees and drainage; accumulations of snow from plowing operations; narrow width of Ellyn; congestion and traffic on Ellyn.

CIC deliberations involved consideration of the five sidewalk recommendations on an individual basis.

CIC RECOMMENDATIONS

1. New sidewalk on the south side of Crescent between Park and Ellyn:

“The Capital Improvements Commission recommends a new sidewalk on the south side of Crescent between Park and Ellyn, that it be designed, bid and constructed as a possible addition to the Hawthorne project, and that design consideration be given to parallel parking for pull-off spaces on the south side of Crescent as allowable, with consideration of the new access point to Memorial Field.”

This new sidewalk element was endorsed by District 87 and seems to have almost universal support. The portion of the sidewalk nearest Park requires a small easement from District 87 that should be readily granted. The Commission would like to incorporate a pull-off / drop-off / parking area on the south side of Crescent west of Ellyn and the sidewalk can be quite easily aligned to accomplish this. The CIC also weighed in on the matter of a three way stop at Ellyn and Crescent, recommending installation, at the very least, on a trial basis. The five attending commissioners voted unanimously in favor of Recommendation No. 1.

2. New sidewalk on the west side of Ellyn from Biester Gym to the south side of the Glenbard West High School parking lot:

“After consideration of the practical difficulties, the Capital improvements Commission recommends not installing a sidewalk on the west side of Ellyn between Biester Gym and the south end of the Glenbard West High School parking lot.”

Based on insufficient right-of-way width along a portion of the route, the established landscaping, utility pole conflicts, two driveway entrances and the likely significant loss of mature landscaping and trees, the CIC voted unanimously to approve Recommendation No. 2 to **not** install new sidewalk on the west side of Ellyn across the Ellyn Court residences.

3. Improvements to existing sidewalk on the east side of Ellyn between Crescent and the Duchon Field parking lot:

“Based on study of pedestrian movement and analysis of existing conditions of the sidewalk on the east side of Ellyn from Crescent Boulevard to Duchon Field, the Capital Improvements Commission recommends that no improvements be made now, but that the retaining wall and sidewalk improvements be considered in future years for repair and reengineering.”

The need for certain improvements to the existing sidewalk on the east side of Ellyn Avenue was acknowledged, but need to be combined with an overall project to replace the existing retaining retaining wall systems. Based on preliminary engineering estimates, the construction cost of such a project would be in the range of \$500,000 to \$650,000. As useful life still exists in the existing walls, no immediate action is recommended at this time. The CIC voted unanimously in support of Recommendation No. 3 to defer any work on the east side of Ellyn Avenue at this time.

4. New sidewalk on the west side of Ellyn across the frontage of the Glenbard West High School parking lot, including a connecting sidewalk between Glen Ellyn Place and Ellyn Avenue:

“The Capital Improvements Commission recommends the Village move forward with engineering for Glenbard West parking lot modifications to allow for the construction of a sidewalk on the west side of Ellyn Avenue from the south entrance of the parking lot to the current north entrance of the parking lot, and connected to the potential sidewalk on the west side of Ellyn as part of the Hawthorne corridor sidewalk. The Commission further recommends that the Village move forward with engineering for possible reconfiguration of existing parking to allow for a sidewalk extension from Ellyn Avenue near the current north entrance to the east end of Glen Ellyn Place, including relocation of the north entrance.”

The key to the proposed sidewalk segments in this recommendation is a reconfiguration of the Glenbard West parking lot to provide more room along the west side of Ellyn Avenue and on the north side of the parking lot and to relocate the existing north driveway entrance. These proposed sidewalk additions met with a reserved response from District 87 with concerns expressed about no compromise in safety, no loss of parking spaces, District costs, timing and impacts on neighbors. The District expressed a desire to see reasonably detailed plans that could be reviewed by their engineer before any approvals could be considered. If the Village were to continue with these sidewalks, concept-level engineering plans would be developed in the summer of 2012 for submittal to District 87 at a cost of \$2,500 or so. The work in the area could be scheduled in conjunction with the Lenox Road Improvements project slated for construction in 2013. The CIC sees these proposed sidewalks as an integral part of the pedestrian improvements in the area and voted unanimously in approval of Recommendation No. 4.

5. New sidewalk on the south side of Hawthorne between Park and Ellyn and on the west side of Ellyn between Hawthorne and the Glenbard West High School parking lot:

"The Capital Improvements Commission recommends sidewalk installation on the south side of Hawthorne as designed in the current Hawthorne bid package, with modifications to include the following:

- a crosswalk at the east side of the intersection of Park and Hawthorne;
- crosswalks at the intersection of Hawthorne and Lenox;
- termination shall be at the north end of the GBW parking lot on Ellyn including a striped crosswalk to connect with the existing sidewalk on the east side of Ellyn;
- to consult with the village certified arborist and engineer to attempt to straighten the sidewalk alignment parallel to the curb near the intersection of Hawthorne and Park; and
- to realign sidewalk east of Lenox to be parallel to and adjacent to the curb as designed along Ellyn."

The alignment and crosswalk modifications suggested by the commissioners were in response to some of the concerns expressed by area residents and their own deliberations on new sidewalk in the Hawthorne and Ellyn corridor. Chairman Mike Colliander supported the basic concept of new sidewalk, but expressed reservations about constructing sidewalk east of Lenox and around the corner on Ellyn to the GBW parking lot without District 87 approval. The commission vote on Recommendation No. 5 was 4 ayes, 1 nay to approve.

Regarding the use of pervious concrete for the new sidewalk, the CIC felt that the Hawthorne was too steep to effectively utilize this product. New sidewalk on the south side of Crescent would be a much more suitable candidate for pervious material installation.

ACTION REQUESTED

The Village Board is requested to review the material included herein and consider the Capital Improvements Commission recommendations for new sidewalk. Area residents have been invited to appear at the May 21, 2012 workshop to provide direct input to the Board. Public Works staff will be present at the upcoming Board workshop to provide the lead-off presentation and to answer any questions. Members of the Capital Improvements Commission are anticipated to be present and likely will assist with the presentation and, of course, answer any questions.

BACKGROUND INFORMATION

A series of documents are enclosed that provide most of the essential background on the Hawthorne area sidewalk question, with significantly more detail. This information includes:

- A memorandum to the Members of the Capital Improvements Commission dated March 9, 2012 providing background information and data, and requesting the CIC to develop recommendations for new sidewalk installations along and near Hawthorne. The information transmitted to the commissioners is substantially included herewith, including

cover memo, meeting agenda; staff recommendation memo; Resolution 01-12 excerpts; minutes from the October 2011, December 2011, January 2012 and February 2012 CIC meetings; correspondence and reports on various District 87 interactions; and various plans and sketches.

- Minutes from the March 13, 2012 Capital Improvements Commission meeting
- Page one of the Information Letter No. 8 dated May 10, 2012 inviting Hawthorne corridor residents interested in new sidewalk issues to attend the May 21 Village Board workshop.

Special thanks are extended to Commissioner Craig Pryde for creating the summary aerial view graphic included with this memorandum.

enc. as noted

cc: Kristen Schrader, Assistant to the Village Manager – Administration
Jeff Perrigo, Civil Engineer
Capital Improvements Commission

Interoffice Memorandum

to: Members of the Capital Improvements Commission
from: Bob Minix, Professional Engineer 
subject: March 2012 CIC Meeting – Information Transmittal
date: March 9, 2012

The March 2012 meeting of the Glen Ellyn Capital Improvements Commission is scheduled for 7:30 PM Tuesday evening, March 13, 2012 in Room 301 of the Civic Center.

The purpose of this meeting is to develop the CIC recommendation for sidewalk associated not only with the reconstruction of Hawthorne, but also for those elements of sidewalk discussed in various “working sessions” conducted over the past five months. I have prepared a summary / recommendation memorandum that attempts to distill at least some of the key issues and considerations covered in the recent CIC discussions, but the sidewalk topic can be expanded in any way that the commissioners feel is germane. Included with that memorandum are a variety of support documents include minutes from recent CIC meetings, various drawings and sketches, and other notes and backup information. You will note on the agenda the proposed format for the meeting which will start with a presentation from me and of course include resident input and questions. A possible form of a CIC recommendation is included in the memo that likely will be re-crafted at the meeting, but at least provides a starting point for wording of the pending recommendation motion.

Thank you for all of your hard work on this issue and the many months of deliberations on the matter. The discussions have been comprehensive and constructive on the issue of sidewalk on the east end of Hawthorne and around the Glenbard West High School campus. Again, thanks for your leadership role on this important topic.

In addition to the agenda and memo + support information, enclosed herewith are the following items:

- Minutes of the February 15, 2012 (rescheduled) CIC regular meeting
- Project Activity Report dated March 8, 2012

Please contact me at 630-547-5514 (direct line) or via email (bobm@glenellyn.org) if you have any questions or comments. See you on Tuesday night.

cc: Julius Hansen, Public Works Director
Jeff Perrigo, Civil Engineer
Patti Underhill, Administrative Services Coordinator
Phil Hartweg, Trustee Liaison
Karen Blake, Recording Secretary



AGENDA

CAPITAL IMPROVEMENTS COMMISSION

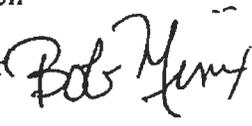
Glen Ellyn Civic Center – Room 301
Glen Ellyn, IL 60137

**Tuesday, March 13, 2012
7:30 PM**

- I. Call to Order
- II. Audience Participation (non-agenda items)
- III. Approval of Minutes from the February 15, 2012 Meeting
- IV. Consideration of New Sidewalk Issues Associated with the Reconstruction of Hawthorne and Development of a Recommendation:
 - Village Staff Report (Professional Engineer Bob Minix)
 - CIC Questions to Staff
 - Audience Comments and Input
 - CIC Deliberations
 - Formulation and Approval of a Recommendation on Sidewalks in the Hawthorne, Ellyn and Crescent Corridors Reviewed and Evaluated by the CIC
- V. Other Business (as required)
- VI. Adjournment

MEMORANDUM

TO: Capital Improvements Commission

FROM: Bob Minix, Professional Engineer 

DATE: March 9, 2012

SUBJECT: Hawthorne Reconstruction Project
New Sidewalk Considerations with Request for CIC Recommendation



ISSUE

The entirety of the Hawthorne corridor in the Village of Glen Ellyn will be reconstructed in 2012. The project is currently out for bid, with the bid opening slated for March 20, 2012. While most of the corridor has public sidewalk on both sides of the roadway, a one block section on the south side of Hawthorne between Park and Ellyn has no sidewalk. Resolution 01-12, a Resolution to Establish Various Design Criteria and Policies Associated with the Reconstruction of Roadways in the Village of Glen Ellyn, Section Four, New Sidewalk Installation, states that "Sidewalks should be constructed on both sides of the street for the general use of all pedestrians." Excerpts from Resolution 01-12 pertaining to sidewalk construction are enclosed for reference. Consistent with the direction of Resolution 01-12, new sidewalk has been proposed for the area and is currently shown on the project design plans; the plans and specifications both indicate that the Village reserves the right to delete the new sidewalk work from the project at our discretion, pending a final decision on the matter in the coming months.

Interest in the new sidewalk issue has been a consistent focus of some area residents, marked with numerous citizen appearances at recent Capital Improvements Commission meetings. Residents living in the proposed Hawthorne sidewalk area generally are not in favor of walk and have requested that it not be constructed. Resolution 01-12 states that the design criteria and policies therein may be modified or adjusted to meet the special circumstances of a particular project, with these exceptions subject to final review and approval by the Village Board.

ACTION REQUESTED

The Capital Improvements Commission is the designated body to provide an initial review and consideration of exception requests. It is proposed that the CIC formally consider this request at their March 13, 2012 regular meeting and provide a recommendation to the Village Board on the new sidewalk issue both specifically in the Hawthorne project corridor as well as those other areas considered and reviewed in the past months. Residents along the entirety of the Hawthorne corridor have been invited to attend the upcoming CIC meeting, as well as those living on Glen Ellyn Place and Ellyn Court. A copy of the March 1, 2012 invite letter is enclosed. At the public meeting conducted on March 6 to discuss overall corridor design issues, all attendees – numbering approximately 30 – were encouraged to attend the upcoming CIC meeting if interested in the new sidewalk issue.

BACKGROUND

Over the past five months, the CIC has discussed the feasibility and scope of new walk on the south side of Hawthorne east of Park Boulevard, with meetings in October 2011, December 2011, January 2012 and February 2012 featuring “working sessions” on the matter. The commissioners reviewed various concepts and issues associated with new sidewalk on the east end of Hawthorne, involving interested residents at all meetings, Police Chief Phil Norton in October and representatives from High School District 87 in January. Minutes from these four meetings are enclosed for reference.

Early in the process, it became apparent that the issue of new sidewalk on Hawthorne needed to fit into an overall plan addressing pedestrian and traffic flow issues around the Glenbard West High School (GBW) campus and Lake Ellyn Park. Hence the commissioners have looked beyond the strict Hawthorne corridor and examined sidewalk extensions and logical pedestrian connections involving Ellyn Avenue, Glen Ellyn Place and even Crescent Boulevard. Five sidewalk matters / elements have emerged from this ongoing effort. Please note the drawings enclosed herewith depicting various facets of the sidewalk elements discussed to date.

- New sidewalk on the south side of Crescent between Park and Ellyn to help alleviate congestion and conflicts between pedestrians and vehicles on the east side of the intersection of Crescent and Park, especially related to Glenbard West-oriented pedestrian movements and activities.
- New sidewalk on the west side of Ellyn, extending north of Biester Gym to the north end of the GBW parking lot – Revisions to the GBW parking lot would be required to permit installation of a sidewalk in this corridor.
- Revisions to existing sidewalk on the east side of Ellyn between Crescent and Duchon Field – The current sidewalk configuration at various GBW driveway entrances forces pedestrians to walk in the roadway under certain circumstances. The existing wooden retaining walls, constructed in conjunction with the existing sidewalk, are exhibiting some signs of deterioration and will likely require replacement within the next decade. The Village is responsible for the maintenance and replacement of the public sidewalk and associated retaining walls on the east side of Ellyn.
- A new sidewalk connection between Glen Ellyn Place and Ellyn Avenue along the north side of the GBW parking lot – The north entrance of the GBW parking lot would be moved to accommodate this sidewalk connection.
- New sidewalk installation on the west side of Ellyn Avenue from the north end of the GBW parking lot to Hawthorne, then extending up Hawthorne to Park. A sidewalk extension on Hawthorne that merely terminates at the corner of Hawthorne and Ellyn has been deemed ineffectual and unsafe.

NEW SIDEWALK DECISION FACTORS

There are a number of items that are relevant to the issue of new sidewalk. Many of the following points have already been discussed to various degrees, as noted in the attached minutes.

- Safety – An all-encompassing topic with many potential aspects and sometimes fraught with emotional arguments, the following safety considerations are offered:
 - A new sidewalk on the south side of Crescent is anticipated to reduce pedestrian and vehicle interactions at the intersection of Park and Crescent
 - Improvements to sidewalk on the east side of Ellyn north of Crescent would reduce the need for pedestrians to walk in the roadway
 - Glenbard West users walking on the east side of Ellyn Avenue from the north must traverse the rather large expanse of the parking lot entrance of Duchon Field that is an ingress point for school bus staging operations
 - A new sidewalk on the west side of Ellyn must cross at least one of the GBW parking lot entrances
 - Users of the Glen Ellyn Place sidewalk currently must walk through the GBW parking lot
 - Much of the proposed new sidewalk on the west side of Ellyn Avenue would be constructed immediately adjacent to the curb. Most of the proposed sidewalk on Crescent and on Hawthorne can be located away from the curb
 - New sidewalk on the south side of Hawthorne, if constructed, should not terminate at Ellyn
 - Eastbound pedestrians on the south side of Hawthorne approaching Park must cross Hawthorne in order to continue east. This intersection is not pedestrian friendly due to the offset configuration of Park, requiring walkers to essentially cross the intersection diagonally
 - There are no known, overt problems with the existing sidewalk configuration or any history of pedestrian problems

- Stakeholder Input – Discussions regarding new sidewalk were held with District 87 staff on three different occasions. These interactions are documented in a series of notes and in the enclosed meeting minutes. Based on these discussion, District 87 is fully supportive of the Crescent sidewalk coupled with a three-way stop at Ellyn and Crescent; in favor of improvements to the existing sidewalk on the east side of Ellyn; non-committal regarding possible GBW parking lot revisions; and essentially against new sidewalk on the west side of Ellyn across existing residential properties on Ellyn Court and the corner of Ellyn and Hawthorne, as well as on the south side of Hawthorne west of Ellyn to Park.

- Tree / Landscaping Impacts – Two potential new sidewalk corridors were examined in some detail to ascertain the impacts on existing landscaping and trees:
 - West side of Ellyn Avenue adjacent to Ellyn Court residences: A very tight corridor with trees, utility poles and mature landscaping near the sidewalk alignment. A high level of disruption to the existing surface features would be required to build new sidewalk.
 - South side of Hawthorne east of Park and west side of Ellyn south of Hawthorne: This corridor features mature parkway and private property trees. The corridor was examined by the project team, including consulting Village forester, Dave Coulter, on March 6.

Please refer to the Hawthorne project plan and profile Sheets Nos. 18 – 20 that have been annotated with various tree-related comments. Mr. Coulter's report:

All in all I think this proposed sidewalk could be constructed with a mind towards good tree preservation for both public and private trees. Towards that end I would recommend that:

1. The Village revise the layout of the sidewalk near the Ellyn intersection - as we discussed in the field – to give greater clearance to mature private trees,
 2. Root prune and provide protective fence for trees as needed along the route of the new sidewalk,
 3. One selected parkway tree – an ash – be removed for clearance of the new sidewalk,
 4. Two selected parkway trees be pruned for clearance of the new sidewalk.
- Impervious Area – An optional bid item has been included in the project for installation of the new sidewalk on Hawthorne and Linden using pervious concrete. Use of pervious paving materials is becoming quite widespread. This would be the first usage of the material in a Public Works project. The cost of pervious concrete is more than twice that of regular concrete.
- Costs – The following costs have been developed, using data developed in part by the Hawthorne project consultant:
- South side of Crescent Sidewalk (700 ft., straightforward construction anticipated): \$25,000
 - West side of Ellyn across Ellyn Court residences (300 ft., complicated construction anticipated): \$25,000
 - East side of Ellyn (700 ft. of sidewalk reconstruction including retaining walls): \$600,000
 - GBW parking lot (350 ft., parking lot revisions required): \$40,000
 - Glen Ellyn Place connector (110 ft., with fence relocation): \$7,000
 - South side of Hawthorne between Park and Ellyn; West side of Ellyn between Hawthorne and north side of GBW parking lot (800 ft., reasonably straightforward construction):
Using regular concrete = \$20,000; Using pervious concrete = \$50,000
- Phasing Considerations:
- South side of Crescent sidewalk requires an easement from District 87 at the Park Boulevard end; could be constructed at a virtually any time
 - West side of Ellyn from Biester Gym to north side of GBW parking lot and Glen Ellyn Place connector requires significant design engineering and District 87 approvals and cooperation; needs to be constructed in summertime
 - East side of Ellyn sidewalk work should be tied into retaining wall replacement; expected remaining life existing walls is 5 to 10 years; engineer will be monitoring wall movement
 - South side of Hawthorne between Park and Ellyn and west side of Ellyn between Hawthorne and GBW parking lot are part of Hawthorne project and are currently included in the contract documents

RECOMMENDATION

Staff Recommendation – Specific to the Hawthorne project work elements, Public Works staff supports the installation of new sidewalk with the recognition of certain design challenges and with due regard for the protection of trees in the corridor. In addition to improved access, a compelling reason for the sidewalk is that it provides an opportunity for some pedestrians to avoid crossing Hawthorne at the very difficult intersection of Hawthorne and Park. Staff would also like to assess the performance of the pervious concrete material in this sidewalk application. Additional sidewalk elements discussed during the CIC review process are worthy candidate projects that can be implemented as recommended by the Commission.

The CIC is requested to consider staff and resident input and develop their recommendation for new sidewalk on Hawthorne and the Glenbard West campus area. Each of the sidewalk elements can be evaluated and considered individually relative to need, feasibility and timing. A suggested form of a motion is presented below that certainly may be modified and expanded at the time it is introduced in addition to filling-in the indicated support level, timeframe and rationale.

The Glen Ellyn Capital Improvements Commission has evaluated various sidewalk improvements along Hawthorne, Ellyn and Crescent and recommends that:

1. **New sidewalk on the south side of Crescent between Park and Ellyn (be / not be) constructed (timeframe). (reasons). (other considerations).**
2. **New sidewalk on the west side of Ellyn from Biester Gym to the south side of the Glenbard West High School parking lot (across fronting Ellyn Court residences) . . .**
3. **New sidewalk on the west side of Ellyn across the frontage of the Glenbard West High School parking lot, including a connecting sidewalk between Glen Ellyn Place and Ellyn . . .**
4. **Existing sidewalk on the east side of Ellyn between Crescent and the Duchon Field parking lot . . .**
5. **New sidewalk on the south side of Hawthorne between Park and Ellyn and on the west side of Ellyn between Hawthorne and the north side of the Glenbard West High School parking lot . . .**

Upon approval by a majority of commissioners, the CIC recommendation will then be forwarded to the Village Board for their consideration and final decision. Of most pressing interest is the new sidewalk work proposed for the Hawthorne project, with a final decision on that segment required no later than mid-July of this year.

RESOLUTION NO. 01-12

**RESOLUTION TO ESTABLISH VARIOUS DESIGN CRITERIA AND POLICIES
ASSOCIATED WITH THE RECONSTRUCTION OF ROADWAYS
IN THE VILLAGE OF GLEN ELLYN**

WHEREAS, the Village of Glen Ellyn ("the Village") is now embarking on a Long Term Street and Storm Sewer Improvements Program ("the Program") funded by a combination of General Obligation Bonds (approved by a referendum passed in the November 2000 general election), Utility Tax funds and Real Estate Transfer Tax proceeds; and

WHEREAS, the Program includes 17 major storm sewer improvement projects, and associated street rehabilitation, at locations throughout the Village; and

WHEREAS, the Program provides for the reconstruction of over 10 miles of roadways, of which over 7 miles are currently without curbs and over 3 miles are curbed; and

WHEREAS, numerous design choices and alternative approaches are available for consideration when a roadway is entirely rebuilt; and

WHEREAS, design criteria and policy issues should be developed, discussed and established early in the program for use in future street reconstructions; and

WHEREAS, it is beneficial to establish uniform roadway design parameters and policies so that staff, consulting engineers and Village residents have a documented basis from which to proceed with the implementation of street reconstruction projects and to address inquiries; and

WHEREAS, Village staff developed a list of 12 pertinent issues and policies, provided background information and current practices on those issues, proposed options for future implementation, and provided input and comment on alternatives; and

WHEREAS, the Capital Improvements Commission, at its March 13, 2001, meeting, reviewed the staff information on the issues and policies and provided recommendations; and

WHEREAS, the Village Board discussed roadway project issues and alternatives at its March 19, 2001, workshop meeting and finalized the design parameters and policies presented hereinafter; and

WHEREAS, a detailed compilation and narrative of the issues, alternatives, discussions, recommendations and decisions concerning the roadway construction design criteria and policies is included herewith as Attachment A;

NOW, THEREFORE, BE IT RESOLVED 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: The issues identified and discussed regarding street rehabilitation designs and policies included (in the general order of importance):

Street Width

Curb and Gutter Construction

New Sidewalk Installation

Driveway Approach Removal and Replacement

Private Property Drainage Considerations

Pavement Material

Contractor Bonus / Penalty Provisions

Street Lighting

Parkway Tree Planting Program

Multi-use Paths

Traffic Calming Devices

Service Walks / Carriage Walks

SECTION TWO: Street Width (see Attachment A-1)

The following design criteria will apply:

- For existing local streets with curbs, the reconstructed street width (from back-of-curb to back-of-curb) should not be changed.
- For existing collector and arterial streets when reconstructed, the street width should be 25 feet from back-of-curb to back-of-curb.
- For existing local streets currently without curbs, the reconstructed street width should be 21 feet from back-of-curb to back-of-curb.

SECTION THREE: Curb and Gutter Construction (See Attachment A-2)

A barrier-type curb and gutter should be installed on all streets in order to better define the pavement edge, especially during snow plowing operations; provide better parkway protection when vehicles park on the street; provide lateral support to the pavement; and more effectively control and collect street drainage.

SECTION FOUR: New Sidewalk Installation (See Attachment A-3)

Sidewalks should be constructed on both sides of the street for the general use of all pedestrians.

SECTION FIVE: Driveway Approach Replacement (See Attachment A-4)

The replacement of aprons (that portion of a driveway in the public right-of-way generally located between the sidewalk and the curb) should be provided for all driveways along a street undergoing complete reconstruction or enhanced resurfacing when all existing curb and gutter is being replaced.

SECTION SIX: Private Property Drainage Considerations (See Attachment A-5)

During construction projects, reasonable and appropriate provisions in the public right-of-way should be made to provide property owners with connection points for private drain pipes. Storm sewer improvements on private property remain the responsibility of the residents (as the benefits of the improvement accrue primarily to them), except in cases where stormwater may originate from the public right-of-way.

SECTION SEVEN: Pavement Material (See Attachment A-6)

During the design phase, the consulting engineer should perform analyses to ascertain whether concrete or asphalt should be used in the reconstruction of the roadway. It is anticipated that concrete will be used on most arterial and collector street reconstructions and asphalt on local streets.

SECTION EIGHT: Contractor Bonus / Penalty Provisions (See Attachment A-7)

Bonus provisions (applicable to the substantial completion date), based on a per day rate with a maximum limit, should be incorporated into construction contracts to provide incentive for timely completion of the projects. As a general rule of thumb, 2% of the contract cost should be provided as the maximum available bonus amount, but no less than \$10,000 and probably no more than \$50,000. A corresponding penalty provision – with no maximum limit – will apply for unwarranted delays beyond the prescribed substantial completion date. Liquidated damages will be due for delays beyond the final completion date.

SECTION NINE: Street Lighting (See Attachment A-8)

In accordance with project needs, street lights should be replaced or re-wired on a one-for-one replacement basis. There should be no general change in the current lighting configuration, which generally consists of a single overhead light at intersections with a mid-block light for long blocks.

SECTION TEN: Parkway Tree Planting Program (See Attachment A-9)

Planting efforts during the five year tree program should be coordinated with the street rehabilitation program to the maximum practicable extent . Where street corridors are scheduled for reconstruction in the next five years, tree planting should occur only after roadway work is complete. For corridors scheduled for reconstruction in the next 6 to 10 years, planting should be postponed until those roadway projects are complete.

SECTION ELEVEN: Multi-use Paths (See Attachment A-10)

Multi-use / bike paths generally should not be a design consideration during the roadway reconstruction process at this time. Generally, there is little available right-of-way for the extra-width required (generally at least 10 feet) for multi-use paths. This issue should be deferred until the Village has a well-defined bikeway plan and most potential corridors have been identified.

SECTION TWELVE: Traffic Calming Devices (See Attachment A-11)

A relatively narrow roadway width is a suitable method of reducing vehicle speeds on streets. Physical impediments, such as speed humps and traffic circles, should not be incorporated into the design of roadways as a normal practice. These elements may be appropriate in certain (rare) circumstances and can be retrofitted, if required.

SECTION THIRTEEN: Service Walks / Carriage Walks (See Attachment A-12)

Private sidewalks in the street right-of-way area should be replaced if parking is allowed on the street; in no-parking areas, the walkways should be removed and not replaced, except in special cases such as churches.

SECTION FOURTEEN: The issue of undergrounding overhead utility wires when a street is reconstructed requires additional study to more fully determine costs, scheduling implications,

project priorities and management. Village Boards and staff will continue to discuss the development of a utility undergrounding policy for Glen Ellyn.

SECTION FIFTEEN: The various design criteria and policies described in this Resolution may be modified or adjusted to meet the special circumstances of a particular project, subject to the review and approval of the Village Board.

SECTION SIXTEEN: This Resolution shall be in full force and effect from and after its passage and approval.

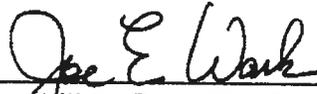
PASSED by the President and Board of Trustees of the Village of Glen Ellyn, Illinois, this 9TH day of APRIL, 2001.

AYES: *STRAYER, BLACKLEDGE, KOHNKE, MELADY, O'BRIEN, PERLSTEIN*

NAYS: *-0-*

ABSENT: *-0-*

APPROVED by the Village President of the Village of Glen Ellyn, Illinois, this 9TH day of APRIL, 2001.


Village President of the
Village of Glen Ellyn, Illinois

ATTEST:


Village Clerk of the
Village of Glen Ellyn, Illinois

Attachment A

POLICY ISSUES FOR STREET REHABILITATION PROJECTS

Approved as part of Resolution No. _____ dated _____

The following 12 items are issues associated with the rehabilitation of roadways. The format for the presentation and discussion of each item consists of an issue statement; a background/current practice section; an options section; a Public Works opinion section; a Capital Improvements Commission discussion and recommendation section; and Village Board discussion and final determination section.

The items identified and discussed regarding street rehabilitation policies include (in the general order of importance):

1. Street Width (Attachment A-1, p. 2)
2. Curb and Gutter Construction (Attachment A-2, p. 5)
3. New Sidewalk Installation (Attachment A-3, p. 6)
4. Driveway Approach Removal and Replacement (Attachment A-4, p. 8)
5. Private Property Drainage Considerations (Attachment A-5, p. 10)
6. Pavement Material – Asphalt or Concrete (Attachment A-6, p. 12)
7. Bonus / Penalty Provisions (Attachment A-7, p. 13)
8. Street Lighting (Attachment A-8, p. 15)
9. Parkway Tree Planting Program (Attachment A-9, p. 17)
10. Multi-use Paths (Attachment A-10, p. 18)
11. Traffic Calming Devices (Attachment A-11, p. 19)
12. Service Walks / Carriage Walks (Attachment A-12, p. 20)

These items were discussed with the Capital Improvements Commission at their regular March meeting conducted March 13, 2001 and with the Village Board at their workshop meeting held March 19, 2001.

Village of Glen Ellyn
POLICY ISSUES FOR STREET REHABILITATION PROJECTS

Approved as part of Resolution No. _____ dated _____

Attachment A-3

NEW SIDEWALK INSTALLATION

Issue: Should sidewalks be installed when a street without sidewalks on one or both sides is reconstructed?

Background / Current Practice:

Resolution 92-5, a Resolution to Establish a Sidewalk Replacement and Construction Policy for the Village of Glen Ellyn, was approved in February 1992. This document describes the background and tenets of the Village's sidewalk repair and installation program.

This policy is not strongly pro new sidewalk, citing demonstrable safety concerns as the sole criterion to install new walk. While the topic of pedestrian safety can be very broadly based and far-ranging, the installation of new sidewalks where none currently exists has been fairly limited in the past years and done primarily as part of our annual sidewalk program. Some new sidewalk, essentially of the fill-in variety, has been done as part of street reconstruction and resurfacing projects.

Many residents who live immediately adjacent to streets without sidewalks do not want a public sidewalk, citing privacy concerns and lack of pressing safety needs. On the other hand, there are both site specific and general interests that desire sidewalk installations: In addition to demonstrated safety needs (such as the presence of a foot path), a request for sidewalk for use by children living on a street is a very common occurrence, while walking is a major recreational and health activity enjoyed by a large percentage of the general Glen Ellyn populace. Most of the Village proper has sidewalks on both sides. New home construction requires the installation of the public sidewalk.

Options:

Provide sidewalk on both sides of the roadways; provide sidewalk on at least one side; do not change the sidewalk status unless compelling safety reasons warrant or a majority of the residents in the area are in favor of sidewalk installation.

Public Works Staff Opinion:

During street reconstruction is the ideal time to install a new sidewalk. For most areas, sidewalk on both sides would appear appropriate.

Capital Improvements Commission Discussion and Recommendation:

Sidewalks should be constructed on both sides of the street.

Village of Glen Ellyn
POLICY ISSUES FOR STREET REHABILITATION PROJECTS

Approved as part of Resolution No. _____ dated _____

Village Board Discussion and Final Determination:

New sidewalk installation will be a part of many of the imminent reconstruction projects, including Maple-Linden Phase II, Lenox Road and Turner Avenue. Some residents on those corridors have already expressed concerns about the intrusiveness of a public sidewalk. Nevertheless, the Village Board determined that sidewalks should be installed on **both sides** of a street during a project, primarily for the increased safety of pedestrians.

(end)

March 1, 2012



INFORMATION LETTER NO. 5 HAWTHORNE IMPROVEMENTS PROJECT

Dear Corridor Residents, Institutions and Other Interested Parties:

The purpose of this letter is twofold: First, I would like to remind you of the upcoming project information meeting slated for Tuesday, March 6, 2012 in Room 301 of the Glen Ellyn Civic Center. This meeting, starting at 7:00 PM, will provide an opportunity to review the project design plans and to discuss design issues. As construction gets underway next month, another meeting will be conducted in April, this time focusing primarily on construction-related matters. Second – and the primary reason for this note – I would like to provide an update on the issue of proposed new sidewalk on the east end of the project and invite you to the upcoming March Capital Improvements Commission meeting that will generate a formal recommendation on this issue for Village Board consideration.

Over the past five months, the CIC has discussed the feasibility and scope of new walk on the south side of Hawthorne east of Park Boulevard. Seeking to achieve a comprehensive look at pedestrian access near Glenbard West High School and Lake Ellyn Park, these discussions have led to a number of investigations and considerations for various new walk configurations, extending beyond the Hawthorne corridor to include Ellyn Avenue and even Crescent Boulevard. The CIC is ready to move ahead on the new sidewalk issue, a process that includes a formal public meeting, development of a recommendation and ultimately, final consideration of the matter by the Village Board, likely in April or May.

The **formal review of new sidewalk** in the east end of the Hawthorne corridor will be conducted by the CIC at their March 2012 meeting, scheduled for **Tuesday evening, March 13, 2012**. The meeting will take place in Room 301 of the Civic Center, 535 Duane Street, starting at 7:30 PM.

In reviewing this matter, the CIC will receive a staff report, request audience comments and input, develop a recommendation and vote on the matter. A written report of the CIC proceedings, together with their recommendation, will be forwarded to the Village Board for final consideration of the sidewalk issue at a future Board meeting. All parties interested in the new sidewalk issue are requested to attend the March 13, 2012 Capital Improvements Commission Meeting.

Following staff presentation(s), those attending the meeting will be invited to express their views on the new sidewalk issue. While each viewpoint is important, it is requested that each speaker make a good faith effort to raise new or different issues / considerations / opinions and avoid repeating previously stated items as much as possible. In this manner the discussions and overall meeting can be effectively conducted.

If you have any questions regarding the upcoming CIC meeting, please contact me at 630-547-5514 or bobm@glenellyn.org. I look forward to the discussion and the development of the CIC recommendation.

Very truly yours,

A handwritten signature in black ink that reads "Bob Minix". The signature is written in a cursive style.

Bob Minix
Professional Engineer
Glen Ellyn Public Works Department

MINUTES

BOARD OR COMMISSION: Capital Improvements DATE: 10/11/11

MEETING: Regular X Special _____ CALLED TO ORDER: 7:35 PM

QUORUM: Yes X No _____ ADJOURNED: 9:50 PM

MEMBER ATTENDANCE: PRESENT: Commissioners Brugh, Colliander, Lindquist, O'Carroll (at 8:15 PM), Popp, and Pryde

OTHERS: Trustee Liaison Hartweg, Professional Engineer Bob Minix, Police Chief Philip Norton

ABSENT: Commissioners Ryne and Thelen

AUDIENCE: Residents John Huston, Sheri Redich, Mike Sorensen from the east end of the Hawthorne corridor

CALL TO ORDER:

The October 11, 2011 meeting of the Capital Improvements Commission was called to order by Temporary Chairman Pryde at 7:35 PM. A quorum was present.

AUDIENCE PARTICIPATION:

The audience members were invited to join the Commissioners around the table. Commissioner Pryde noted that the Commission was not preparing to come to a formal recommendation, but just to discuss the new sidewalk issue proposed for the south side of Hawthorne, east of Park, and possible extensions along Ellyn Avenue. Mr. Huston referred to item 8 of the notes from discussions with the high school whereby the school recommended the sidewalk. Commissioner Pryde said that the referenced recommendation should not be construed to be a Capital Improvements Commission recommendation.

APPROVAL OF MINUTES:

Commissioner Brugh moved to approve the September 13, 2011 meeting minutes. The motion was seconded by Commissioner Lindquist. The Motion carried unanimously.

TRUSTEE'S REPORT:

Trustee Hartweg noted that there was a TIF meeting in progress elsewhere in the building. It looks like the TIF process will be proceeding forward. He recommended that if anyone has any comments on it, that they be presented at an upcoming Board workshop. A new Director of Finance will be coming on board November 2. He is Kevin Wachtel from Riverside. The Board of Trustees has approved hiring a consulting engineer for improvements at the Village Links. Fire Chief Campbell was officially sworn in as Fire Chief. The seasonal lighting display will be

done by the same designer as last year but now is working for a different company. The Board approved the salt contract with the state. P.E. Minix noted that the Village is using calcium chloride mixture, not beet juice.

There was a brief discussion concerning well number 6. It is producing only approximately one-quarter of what it should. Once work is complete, a report to the IEPA will be submitted.

P.E. Minix introduced Village Manager Mark Franz who was in attendance for a short time. The Public Works director search is moving ahead.

CONTINUING BUSINESS:

- Hawthorne Improvements Project – New Sidewalk Installation on the South Side of Hawthorne, East of Park (Working Session)

Commissioner Pryde led the discussion, saying that he wanted to take a step back and look at overall impacts on the high school and make a comprehensive public improvement to the school area that is heavily used and has not been looked at for several years. Vice-Principal Jim Kelly of Glenbard West met with P.E. Minix and Commissioner Pryde. Copies of Commissioner Pryde's notes on the meeting with school officials were circulated. Mr. Kelly expressed concern for the area of Ellyn Avenue between the north side of the school and the football field, currently the school bus entrance, and that students currently cross Ellyn at that location.

There was discussion concerning the problems at Crescent Blvd. and Ellyn Avenue. The Police Chief and the high school are interested in a new sidewalk on the south side of Crescent east of Park and a cross walk on the west side of the intersection. Widening the scope of the Hawthorne project to include the school area should not put the project over its \$4 million budget. The existing Glenbard West parking lot could be reconfigured with restriping and losing approximately 2 feet to accommodate a sidewalk on the west side of Ellyn. Further discussion determined that Glenbard West owns the triangle between Crescent and the railroad tracks. Manager Franz noted that there are no viable plans for a parking lot in that area in the foreseeable future due to reluctance on the part of District 87.

Police Chief Norton said that because the school is private property, they do not take standard accident reports. Therefore, he does not have statistics for accidents in the immediate area.

P.E. Minix said that the Village is asking for federal funding for improvements to the Crescent Blvd. roadway between Park and Lake Road. The proposed project includes the possibility of a traffic signal at Park and Crescent. The planning for the traffic signal can be somewhat incorporated into the planning for the changes contemplated here, i.e. crosswalks.

In response to a question from Commissioner Colliander, P.E. Minix confirmed that the new sidewalk contemplated along Hawthorne is in the right-of-way, and easements are not needed on Hawthorne. Commissioner Popp commended the group in looking at this area with a master plan perspective. P.E. Minix noted that the parking lot striping would be straight forward, but

the difficult part will be to have the school approve the parking lot reconfiguration. Mr. Kelly's main concern is to keep students on the west side of Ellyn and out of the school bus area.

Ms. Ridich expressed the following concerns about new sidewalk on Hawthorne:

- Small children going to the park have to cross Hawthorne to get there
- The sidewalk would be close to the curb in some locations, making safety an issue as well as presenting snow removal challenges
- Damage to trees during construction of new sidewalk

Mr. Sorensen lives on Glen Ellyn Place and provided the following perspectives:

- The only students using the sidewalk on the east side of Ellyn are from north of Hawthorne
- Students south of Hawthorne access the school using Glen Ellyn Place, walking through the Glenbard West main parking lot
- Adjusting the point of student crossing moves a school problem to a Village problem

Mr. Huston commented:

- Modifying the north entrance into the Glenbard West main parking lot would be good as this would eliminate a relatively straight exit/entrance that now promotes speeding into and out of the parking lot
- Pedestrian usage counts are needed to get a better perspective on the extent of use of new sidewalk – he feels there will be just limited usage
- Alternatives to the entrance way into Duchon Field should be looked at

Commissioner Brugh asked if the corner at Hawthorne and Ellyn can be softened. P.E. Minix said that there could not be a huge shift, but could be striped to make it easier for buses.

There was discussion concerning the next step. P.E. Minix said that a public meeting could be held on the plan as presented to the Commission this evening. Or, if the Commission knows what it wants to recommend, have a recommendation in place and vote on it after public input. Commissioner Pryde said that the goal is to have a defined master plan, but that it has to be presented to both the Village Board and the high school, as some improvements would be on high school property. Those improvements would also need to be approved by the school board, and may even require an intergovernmental agreement. It can be plugged into the master plan, so timing is not so critical. The intent is to also consider special events at the park. It does not make sense to have a new sidewalk without looking at the school area as well.

Commissioner Colliander said that this seemed to break into three components: Crescent Blvd. sidewalk, Hawthorne sidewalk and the parking lot area. If the Glen Ellyn Place corridor is enhanced, perhaps there is not a need for a new Hawthorne Blvd. sidewalk. There needs to be another conversation with the school to get a sense of how long school approval would take. In the interim, engineering costs can be reviewed. P.E. Minix said that he would get estimates on the sidewalk costs. The Hawthorne sidewalk is over 1,500 feet estimated to cost approximately \$50,000. There will need to be some retaining wall east of Park, and there is complicated topography and winding around existing trees.

Commissioner Pryde noted that the sidewalk would be a valuable asset if it helps people get around in the Village. Pushing pedestrian traffic down another street with less traffic, such as Glen Ellyn Place, may be a better solution. Moving people safely is the goal, and the sidewalk makes more sense when looked at end-to-end. There was general discussion about safety and pedestrian traffic now and 20 years from now.

P.E. Minix suggested planning to take this up again in December and, in the interim, get engineering layouts and cost estimates, including along Ellyn Avenue between the parking lot and the gym. He will continue to work with Commissioner Pryde on this matter and approach the high school again. They should receive feedback before the December meeting. There may not be a decision by the School Board until May, 2012. The engineering will need to be done prior to that time; however, it can be an alternative plan for bidding purposes. That way it is not a change in the scope of work after the contract is awarded.

Police Chief Norton is not necessarily opposed to making Ellyn Avenue one-way, but said that the challenges include the residents of Ellyn Court. He is typically in favor of new sidewalk where none currently exists. He doesn't necessarily think that Glen Ellyn Place is the best place to put pedestrians.

In response to a question, P.E. Minix said that the multi-year plan for roadway improvements would be on the agenda for the public forum in November. Residents will have an opportunity to speak to that plan. This is for the years after the Hawthorne improvements. It is not intended to be a detailed discussion on specific project elements, but a broader presentation.

NEW BUSINESS:

- Proposed 2011 Open Forum on Long-Term Street Program, Scheduled for the November 8, CIC Meeting

P.E. Minix said that he does not anticipate comment on many issues. This is an opportunity for residents to speak and for the Commission to listen.

There was further discussion concerning the area between the Glenbard West gym and parking lot. Trustee Hartweg noted that this is a long term decision.

Commissioner Pryde said that he will reconnect with the high school and share the plan with them. He will also reach out to the District office, particularly Chris McClain. It will be presented as a Village improvement on high school property to the benefit of both. The commission is not looking to the District for capital dollars, but for permission.

PUBLIC WORKS / PROJECT STATUS REPORT:

P.E. Minix reviewed the projects ongoing in the Village. Sunset/Turner is done. The Essex Court ELOG project storm sewer is basically complete; the sanitary sewer work should be substantially complete by the end of October. Commissioner Colliander noted that the lighting in Braeside is more uniform than in most sections of the Village where there are street lights only at intersections. P.E. Minix said that one of the primary project purposes is to assist policing efforts, especially around Surrey Park and condo/apartment areas. The Village received block grant funds for the project. He also made note of the use of LED lights that use significantly less power than other commonly used types of lighting.

ADJOURNMENT:

Commissioner O'Carroll moved to adjourn the meeting. The motion was seconded by Commissioner Popp, and was carried unanimously. The October 11, 2011 meeting was adjourned at 9:50 PM.

Submitted by Karen Blake, Recording Secretary
Reviewed by R. Minix, Village of Glen Ellyn Public Works

MINUTES

BOARD OR COMMISSION: Capital Improvements DATE: December 13, 2011
MEETING: Regular X Special _____ CALLED TO ORDER: 7:40* PM
QUORUM: Yes* X No _____ ADJOURNED: 10:18 PM
(at 8:33 PM)

MEMBER ATTENDANCE:

PRESENT: Commissioners Brugh, Colliander, Pryde, Ryne and Thelen (at 8:33 PM)

OTHERS: Trustee Liaison Hartweg, Public Works Director Hansen, Professional Engineer Minix

ABSENT: Commissioners Lindquist, O'Carroll and Popp

AUDIENCE: Residents to provide input on the Hawthorne sidewalk issue (John Huston, 588 N Ellyn; Mike Sorensen, 606 Glen Ellyn Place; Jim King, 605 Hawthorne; Tom Waters, 740 Grand).

CALL TO ORDER:

The December 13, 2011 meeting of the Capital Improvements Commission was started prior to a quorum being present by Temporary Chairman Pryde at 7:40 PM. A quorum was not present at that time so no official business could be transacted.

P.E. Minix gave a brief overview of some of the issues brought up at the November meeting: alleys, sidewalks and stormwater. The alleys in the Oak and Elm area will be looked at by engineers when preparing the broader roadway engineering in that vicinity; projects will be constructed in that area in both 2013 and 2014.

P.E. Minix recommended that the street master plan be redone, starting with 2015, as it will be significantly impacted by decisions made in the downtown area regarding street/sidewalk configurations and streetscape plans. Staff also wants to consider additional maintenance strategies such as microsurfacing. The 2012 through 2014 programs are in place, and by the end of 2013, all roads not initially having a PCI of 50 will have been addressed.

P.E. Minix gave an overview of the status of the Hawthorne sidewalks matter, which started with October's meeting focusing on the issue of new sidewalk on the south side of Hawthorne east of Park. He noted that sidewalk installation is part of a policy adopted by the Village Board in 2001 to establish design criteria associated with the reconstruction of roadways. The policy is that sidewalks shall be installed on both sides of the street; however an exception to the installation of new sidewalk can be reviewed by the Capital Improvements Commission, with a recommendation forwarded to the Village Board for a final decision.

A new sidewalk on Hawthorne that merely ends at Ellyn is likely not safe or particularly useful; therefore several possibilities exist to connect it and enhance pedestrian traffic around Glenbard West high school. Commissioner Pryde presented possible scenarios at the October meeting, meeting with high school personnel and the Police Department. P.E. Minix authorized engineers to do more field work along Ellyn Ave. Sidewalk on the west side of Ellyn has issues and would involve changes to the Glenbard West parking lot. In addition, as the sidewalk moves south, the challenges increase. Staff is looking for feedback from the CIC and residents, and then will meet with school officials again. The goal is for the Commission to craft a recommendation to the Village Board after a more formal hearing with the residents and input from the school.

Resident Tom Waters of 740 Grand expressed concern that meetings with District 87 personnel would not be held in the open, and that no one representing Glenbard West or the school district was at this meeting. Commissioner Pryde noted that, at this point, the Commission is still trying to formulate a plan to take to school personnel for consideration.

Resident John Huston asked if District 87's decision making processes would mesh with the timetable for Hawthorne reconstruction. Commissioner Pryde said that the Commission could recommend a plan engineered so that it could be implemented in one or two phases. A solution could be engineered to the south end of Mr. Huston's property, and the balance that impacts District 87 could be implemented later. The Village will be doing road reconstruction in the area in the next couple of years. The Commission is now just looking at ideas. Once the District has determined that a possible solution has merit in the District's eyes, the Commission will consider those comments and make a decision.

P.E. Minix said that July is the drop dead date at which time the Village must decide about the Hawthorne sidewalk. This Commission would have to make a recommendation no later than its June meeting. He expressed the opinion that it will probably be into February before feedback is received from the school. He would also like to have representatives from the school at these meetings as it is important for the Commissioners to hear them. This is an integral part of the plan, and it impacts access to the school, the park and the stadium/gym. Commissioner Pryde said that if District 87 is interested in some improvements but does not take quick action, sidewalk changes around the school could be made in conjunction with the Lenox Road project, although it may not be as cost effective as doing it in conjunction with the Hawthorne work.

Mr. Huston pointed out that some trees were missing or mislocated on the plan presented at this meeting. P.E. Minix said that this is a preliminary plan, and the final plan will be fine-tuned have the sidewalk meandering around trees.

There was brief discussion concerning the possibility of sidewalk on the south side of Crescent up to Ellyn and Park. This could be done independently of roadway work but it is usually a staff preference to do it in conjunction with a street project. P.E. Minix said that the reconstruction

of Crescent in that area has successfully qualified for federal funding but that it might take three or more years to get the design done and IDOT approvals before it could be constructed.

Mr. Huston reviewed the results of personal observations of the number of pedestrians in the Hawthorne/Ellyn area. It was noted that the bulk of students accessing the school from the north were observed going through Lake Ellyn Park.

At this point, Commissioner Thelen joined the meeting at 8:33 PM, thereby making a quorum. Commissioner Pryde took the position of Chair pro tem and called the meeting to order. The meeting continued with discussions on the new sidewalk installation issue.

CONTINUING BUSINESS – NEW SIDEWALK for the HAWTHORNE PROJECT:

P.E. Minix reviewed the plans included in the meeting packet. The engineers provided a broad overview of the area of new sidewalk that includes all of Ellyn Avenue, Hawthorne and Glen Ellyn Place. The parking lot was reconfigured to provide for 24 foot aisles to provide a corridor for a sidewalk. There are questions south of the lot as to the extent of the Village right-of-way for sidewalk construction. Adjacent to Ellyn Ct., properties have extensive landscaping.

Commissioner Pryde expressed a concern that the Village may end up with sidewalks to nowhere. At a minimum, a crosswalk needs to be established on the east side of Park at Hawthorne because it is a walking path to downtown. The Commission should be looking for changes that can be positive, or at least neutral, in the long run for the next generations. P.E. Minix recalled the discussion earlier in the year to improve all the Hawthorne intersections, and the engineers are working toward that goal. Park's jog at Hawthorne will not be totally fixed, but should be improved.

Commissioners discussed the possibility of a porous concrete product for the sidewalk. It would not be used when passing through driveways. Grades are not an issue with this product. It would put runoff into the ground, and would go toward meeting the required storm water credits for water quality improvements.

Commissioners expressed the desire to hear input from school district officials by or at the January Commission meeting. Commissioner Pryde noted that they need to think of Lake Ellyn and the high school as destinations for events and the downtown area. District 87 is right between the Lake and downtown, and it would be difficult to make decisions about pedestrian circulation without its input. It is up to the Commission to look at the big picture. If ultimately the District declines to participate in the discussion, at least the Commission tried to engage it.

P.E. Minix will approach the District and find out whether or not a district board presentation will need to be made. Trustee Hartweg said that the Village Board is aware that this Commission is meeting with the school. P.E. Minix said that the Commission's February

meeting might be a likely time to hear from the school officials. The Commission's consensus is that a decision can be made with the school's input in March. P.E. Minix suggested that the corridor residents could be invited to the meeting in February and at that point, the District can present its position. It would also be prudent for the District to have a representative at the next CIC meeting to answer questions. Ultimately, District 87 needs to be involved because while it is the Village's money spent on the improvements, it's the school's property. P. E. Minix will contact District 87 and invite a representative to the January CIC meeting.

Commissioner Pryde summarized concept planning for sidewalk into four elements: (1) the sidewalk from Park to Ellyn on the south side of Crescent because of positive impacts at Park and Crescent; (2) moving north from Crescent, looking at a pedestrian connection on the west side of Ellyn between Biester Gym and the GBW parking lot; (3) improvements to the parking lot and realigning the entrance, with a possible sidewalk connection to Glen Ellyn Place; and (4) new sidewalk on Hawthorne (south side) and Ellyn (west side).

APPROVAL OF MINUTES:

Commissioner Colliander asked about how the audience participants can have an opportunity to review minutes for accuracy. P.E. Minix said that the Recording Secretary prepares them, and he reviews them. Once approved and posted, a resident can raise any concerns. Commissioner Colliander moved to approve the November 8, 2011 meeting minutes. The motion was seconded by Commissioner Brugh. The Motion carried unanimously.

TRUSTEE'S REPORT:

Trustee Hartweg reported that three Commissioners have been installed for another year: Commissioners Brugh, Colliander and Pryde. The Board has approved increases in sewer and water rates. The Board approved a resolution adopting economic incentive guidelines, as well as approved the concept of funding for the redevelopment of the Packey Webb property, extending Taft Avenue to the Wheaton border, and giving a partial break on first \$1 million of sales taxes. The Fresh Market is the key player in this development with a 10,000 sf food store. It will fit nicely in the Village. The site needs much work, and Wheaton needs to extend its end of Taft. P.E. Minix does not think the Taft extension will come before this Commission. Commissioner Pryde noted that it appears that capital improvements monies will fund it. If it impacts other projects then it will come before this Commission.

There was a long Board discussion concerning DuComm and other antennas on the water tower. The 1991 ordinance approving the tower calls for a "minimum" of antennas.

PUBLIC WORKS / PROJECT STATUS REPORT:

New Public Works Director Julius Hansen has been on the job about two weeks. Director Hansen said he has met with each employee, and toured the building to note repairs that need to be done. The quality of the equipment is high and he is impressed with the quality of the employees as well. He has been able to get out and inspect some of the Village infrastructure to date, mostly south of Roosevelt Road.

P.E. Minix said the Village has plenty of salt, and the Village now has a vehicle dedicated to spreading an anti-icing pretreating solution which is made up of 10% beet juice, 10% calcium chloride and 80% brine. It is applied in advance of a storm and is intended to buy time until the regular salting process can be started.

Public works projects are wrapping up for the year. ELOG is essentially complete but for some sanitary sewer work. There are several alternatives for the Hill Avenue bridge at the Lombard border. Construction of the bridge will not commence for two more years.

P.E. Minix met with residents along unincorporated Hill Avenue regarding utility construction. The meeting was required for an IEPA loan. Much feedback was received, with most residents apparently not in favor of moving ahead with a project at this time. Interest in extending utilities has waned with the real estate downturn, and the project will probably be closed.

There was discussion concerning cost overruns. P.E. Minix said that each occurrence is tracked and reviewed. Commissioner Colliander noted that such information is important for forecasting purposes.

In response to a question from Commissioner Ryne, P.E. Minix said that bidding for Hawthorne will probably commence in February, depending on the status of the engineering. It will be an attractive project, and he expects significant contractor interest.

Commissioner Brugh suggested that it is time to get the issue of bike paths back on track. There is some interest, and they are a nice benefit to a community. The questions are where do you want to go on a bike, and how to connect to different communities.

Commissioner Colliander reported that he has received feedback from residents not living in the Hawthorne corridor questioning the wisdom of so narrow a roadway for Hawthorne. These residents have noted the Western width is a "disaster". Trustee Hartweg was asked to report that sentiment back to the Board.

ADJOURNMENT:

Commissioner Colliander moved to adjourn the meeting. The motion was seconded by Commissioner Brugh, and was carried unanimously. The December 13, 2011 meeting was adjourned at 10:18 PM.

Submitted by Karen Blake, Recording Secretary
Reviewed by R. Minix, Village of Glen Ellyn Public Works

MINUTES

BOARD OR COMMISSION: Capital Improvements DATE: January 10, 2012
MEETING: Regular X Special _____ CALLED TO ORDER: 7:38* PM
QUORUM: Yes* X No _____ ADJOURNED: 9:50 PM
(*at 8:24 PM)

MEMBER ATTENDANCE:

PRESENT: Commissioners Colliander and Lindquist, Thelen (at 8:03 PM), Brugh (at 8:07 PM), O'Carroll (at 8:18 PM); and Pryde (at 9:12 PM)

OTHERS: Trustee Liaison Hartweg, Public Works Director Hansen, Professional Engineer Minix

ABSENT: Commissioners Popp and Ryne

GUESTS: Jim Kelly, District 87 Glenbard West Vice Principal and Chris McClain, District 87 Assistant Superintendent

AUDIENCE: John Huston of 588 N. Ellyn; Matt Ludington of 8 Ellyn Court; Mike Sorensen of 606 Glen Ellyn Place; Cecil Redmond of 1 Ellyn Court

CALL TO ORDER:

The January 10, 2012 meeting of the Capital Improvements Commission was started at 7:38 PM by Commissioners Colliander and Lindquist prior to a quorum being present.

P.E. Minix gave a brief overview of the status of the Hawthorne Improvements Project, specifically the sidewalk issue. He noted that the Hawthorne Boulevard project is a full reconstruction. A road reconstruction usually takes in sidewalks, and there is a policy that promotes putting in sidewalks if they are not already installed. However, there are provisions for an exception process. The conclusion thus far of this Commission is that a new sidewalk on the south side of Hawthorne simply ending at Ellyn is not workable and is not safe. The Commission is considering what would make sense to aid pedestrians going to the school and traversing the area between downtown and Lake Ellyn. A number of issues have come into play while looking at the high school area: traffic flow, efficient movement of students and school-related traffic (especially buses), and how Crescent and Ellyn Avenue come into play.

The Commission discussion on sidewalk evolved into considerations of four areas: (1) the south side of Crescent sidewalk linking Park with Ellyn; (2) the west side of Ellyn running south from the gym to provide a link to the parking lot – which has challenges of a very tight ROW and significant landscaping; (3) the parking lot and how to provide a corridor adjacent to the

roadway and a link between Ellyn Avenue and Glen Ellyn Place along the north end of the parking lot; and (4) around Ellyn to Hawthorne and up to Park on the south side. Although the different sidewalk elements could be done at a time not associated with the Hawthorne improvements – for example with the scheduled 2013 reconstruction of Lenox – it is best to do the work along the south side of Hawthorne and on the west side of Ellyn to at least the parking lot with the Hawthorne project.

The Commission has expressed the importance of hearing from School District 87 on this matter at this working session. At a later date, there will be a more formal hearing with staff presentation and input from residents, with questions and answers, and a recommendation formulated for forwarding to the Village Board.

The consulting engineer has expanded its field work to include Ellyn Avenue and consideration of the available ROW on Ellyn Court and Ellyn Avenue. Its conclusion is that there is significant restriction along Ellyn Avenue, at one point being 2 ½ to 3 feet where 5 ½ feet is the minimum needed.

Mr. McClain and Mr. Kelly were invited to the table with the Commissioners to provide their input. Mr. McClain said that there are four main considerations of the project from District 87's point of view: (1) safety is number one concern; (2) the District wants to be an exceptional neighbor to area residents; (3) that parking not be compromised as a solution is engineered and approved; and (4) financial considerations. The District has no funds set aside for such a project. If the Commission moves forward, key members of the Commission can be invited to meet with the District Finance Committee. If the parking lot is to be reconfigured, the District's engineer will have to reconfirm the engineering. In terms of project details, he understands the four components. The sidewalk on Crescent is a great idea in conjunction with a three-way stop at Crescent and Ellyn. He took note of the residents' concerns.

Mr. Kelly said that whatever the sidewalk proposals are, if the sidewalks abruptly end, it will not be good. They need purpose. Also, the project's timing is of extreme importance to the school. Commissioner Colliander said that the Commission has considered the schedule for both ends of Hawthorne. The Commission wants to be past the sidewalk discussion by June so that the Hawthorne project can proceed on schedule.

There was discussion concerning how the District notifies residents of upcoming meetings. All District meetings are published, including the Finance Committee and Board meetings, but there is no other official process. P.E. Minix will look into putting notice of the relevant District meetings on the Commission calendar, and will expand the resident group notices as well.

(Commissioner Thelen arrived at 8:03 PM and Commissioner Brugh arrived at 8:07 PM.)

Director Hansen and P.E. Minix discussed the possible changes to the parking lot and elimination of parking spaces. Director Hansen asked the school representatives whether or not the loss of one or two parking spaces would be a deal breaker. Mr. McClain felt that if there is a minimal loss and a big win for student safety, it would probably be looked upon favorably.

Resident Matt Ludington expressed concern about the location and width of the right-of-way at Ellyn Court. P.E. Minix said that, as it looks now, there is not sufficient right-of-way for a sidewalk. Therefore the Village would have to obtain an easement or buy the required land. Where there is sufficient right-of-way, there are other challenges of existing landscaping and trees. Commissioner Colliander expressed that a better option could be to use the area on the other side of the street rather than take private property. This could possibly be done by correcting the grade so the existing sidewalk on the east side is fully compliant with cross-slope design standards. He also commented that the northeast corner of Crescent and Ellyn needs to be reconfigured to keep pedestrians out of the street, and expressed sight obstruction concerns when large advertising signs are temporarily placed at that corner. Commissioner Lindquist said that one sidewalk is not enough given the pedestrian volume. P.E. Minix concluded that 36 inches is the minimum width for a sidewalk, with the typical width being five feet. At just one point is there not enough right-of-way, and 10 feet either side of that point there is sufficient space. Director Hansen said that wherever there is high traffic there should be sidewalks on both sides of the street, even if that means designing it from scratch.

(Commissioner O'Carroll arrived at 8:24 PM.)

The January 10, 2012 meeting of the Capital Improvements Commission was formally called to order by Chair Pro Tem Dan O'Carroll at 8:28 PM. A quorum was present.

AUDIENCE PARTICIPATION

John Huston of 588 N. Ellyn said that the District 87 representatives mentioned that the concern of the neighbors is important. However, Mr. Huston stated that there is 100% opposition to the new sidewalk on Hawthorne, and probably the same on Ellyn. As far as he knew, there have been no safety incidents. If it is not broken, don't fix it.

Mike Sorensen of 606 Glen Ellyn Place said that although he does not want two extra parking spaces near his backyard, his concern as a citizen is the cost of the sidewalk for the number of potential pedestrians using it. There is land by his home that is publically owned, but is perceived as private land. If the perception changed, students would hang out there. He also felt that not all the trees in the area are shown on the plan at the south end of his lot.

Matt Ludington of 8 Ellyn Court asked what assurances could be given that any changes would not lead to a repeat of the flooding problems at his home. P.E. Minix said that any improvements would be matched to the existing curb lines. There is a limit to what can be

done in that area, but it would be pitched toward the street if possible. He also expressed safety concerns about buses staging in front of Biester Gym. Commissioner Colliander said that the Commission is taking this time to look at the overall situation and not just streets, and is constantly seeking input from residents.

Cecil Redmond of 1 Ellyn Court expressed several concerns over potential changes that would be brought on by a new sidewalk, particularly student safety, property protection, snow clearing and additional storm water. A sidewalk would do no good unless the traffic further up at the school is under control.

Loren Olson of 2 Ellyn Court expressed opposition to a new sidewalk from the gym to the parking lot. His concerns centered on potentially losing trees and increased litter, which could impact property values. In response to Commissioners' questions, Mr. Elson said that 7:15 AM-7:30 AM is the peak time for student pedestrian traffic. A new sidewalk would probably not increase morning foot traffic, but would increase traffic in the afternoon when school lets out.

Residents and the Commissioners discussed whether a new, but narrow, sidewalk would be more dangerous. It was noted that pedestrians cannot use the east sidewalk now in the winter because it is so slippery and steep.

Audience participation ended at 9:10 PM.

(Commissioner Pryde arrived at 9:12 PM)

APPROVAL OF MINUTES:

Commissioner Brugh moved to approve the December 13, 2011 meeting minutes. The motion was seconded by Commissioner Pryde. The Motion carried unanimously.

TRUSTEE'S REPORT:

Trustee Hartweg reported that a new automatic phone system is up and running at City Hall. Electronics recycling is scheduled for January 28 at the library parking lot. The semi-yearly "Junk Away" weekend is the end of April, the cost of which is built into the waste hauler contract. The second quarter budget report is on line. After a long discussion the Village Board approved going out for engineering, architectural and landscape plans for the proposed upgrades to the Village Links. The only opposition to the downtown TIF district was heard from the school districts, and they wanted an agreement that would return money to them sooner. The Memorial Field lights will be discussed by the Board on January 23 and 30.

President Pfefferman has not identified anyone for the open Commission position, although he has someone in mind for Chair. Although both President Pfefferman and Manager Franz did not want to bring someone new on in the middle of the Hawthorne discussion, the Commission wanted them to know that they would like the new member on as soon as possible.

CONTINUING BUSINESS:

The discussion on the Hawthorne sidewalk continued. The Village Board is awaiting the Commission's recommendation. P.E. Minix said that the Commission must make a recommendation in April if a decision from the Village Board will be made by June. There was discussion on the possible reactions of the school district and its Finance Committee to the sidewalk proposals given the immediate neighbors' opposition.

The Commissioners discussed possible options for the Ellyn Road portion of the proposed sidewalk. P.E. Minix felt that if the final issue is the amount of right-of-way, that issue can be worked around. There are also significant landscaping issues. Ellyn is currently 21 feet wide, but there is sufficient right-of-way on the east side. Because of the hill, everything was pushed to the west side of the right-of-way.

Commissioners expressed that additional sidewalk would get a lot of use, and five years from now, residents would say it was a good decision. Getting there is not easy, and there is a vocal minority that must be addressed.

Commissioner Pryde said that the parking lot can be reconfigured so that only one, or perhaps zero, parking spaces would be lost. It is prudent for this Commission to look at the larger picture, and he feels that it is a good idea to install the sidewalk, at least to the south side of the parking lot entrance. Other comments were made that redoing the north entrance makes sense. The fence along the dogleg portion of the proposed new sidewalk would have to be removed, and although residents care for that area, it is public property. The school district's costs would be confined to its own engineering studies and due diligence.

P.E. Minix will make a presentation to the District 87 Finance Committee at its February 6 meeting. The purpose of his presentation is to ascertain the thoughts of the District.

There was discussion about the wood tie retaining wall along Ellyn. P.E. Minix said it was installed in the 1980s and is leaning and rotting in places. It is the Village's responsibility. Director Hansen said that perhaps it can be fixed and the neighbors appeased at the same time. Although a not inexpensive alternative, it will have to be addressed eventually. The cost needs to be compared with the cost of acquiring an easement on the west side. Commissioner Pryde said that three of the four legs will not be difficult from a time standpoint. The portion going up to the gym is a separate problem and needs to be viewed from a "good of the Village" standpoint.

PUBLIC WORKS REPORT / PROJECT STATUS REPORT:

Director Hansen said that the Village is required to soon purchase 80% of its salt allotment, and will need to find a place to store it.

The work on Well No. 6 has been completed, and resulted in some additional capacity. However, it is still at only 60% of what was anticipated it would generate and to fully use the available capacity, the well pump would need to be lowered.

Regarding the recently completed work at the intersection of Oak and Lenox as part of the ELOG project, Commissioner Pryde expressed concern that the east side of Oak Street is higher, which could lead to cars sliding into oncoming traffic when it is icy. P.E. Minix said that there has been no significant rainfall yet to test the effectiveness of the new drainage system serving Essex Court.

Commissioner Pryde noted that \$500,000 will need to be set aside each year until 2016 plus TIF funds dedicated for the contemplated parking structure.

ADJOURNMENT:

Commissioner Colliander moved to adjourn the meeting. The motion was seconded by Commissioner O'Carroll, and was carried unanimously. The January 10, 2012 meeting was adjourned at 9:50 PM.

Submitted by Karen Blake, Recording Secretary
Reviewed by R. Minix, Village of Glen Ellyn Public Works

MINUTES

(DRAFT)

BOARD OR COMMISSION: Capital Improvements DATE: February 15, 2012
MEETING: Regular X Special _____ CALLED TO ORDER: 7:37 PM
QUORUM: Yes X No _____ ADJOURNED: 9:35 PM

MEMBER ATTENDANCE:

PRESENT: Chairman Colliander, Commissioners Brugh, Burton, Lindquist, Popp, Pryde and Ryne

OTHERS: Trustee Liaison Hartweg, Public Works Director Hansen, Professional Engineer Bob Minix

ABSENT: Commissioners O'Carroll and Thelen

AUDIENCE: Matt Ludington of 8 Ellyn Court

CALL TO ORDER:

The February 15, 2012 meeting of the Capital Improvements Commission was called to order at 7:37 PM by Chairman Colliander, with a quorum being present.

AUDIENCE PARTICIPATION:

Commissioner Pryde asked audience member Matt Ludington whether or not, to his knowledge, there has ever been discussion between the Ellyn Court and Deerpath residents to connect the two private roadways and/or to have the Village take over maintenance of these private streets and become public streets. Mr. Ludington responded there has been no discussion in the twelve years he has lived there. P.E. Minix noted that the streets have always been private as ownership of the home lots stretches to the middle of the roadway.

APPROVAL OF MINUTES:

Commissioner Pryde moved to approve the January 10, 2012 meeting minutes. The motion was seconded by Commissioner Lindquist. The Motion carried unanimously.

CONTINUING BUSINESS:

P.E. Minix presented a short recap of the discussions of the possible new sidewalk installation in conjunction with the Hawthorne reconstruction project. Over the past months, the CIC has been studying the feasibility and advisability of new sidewalk on the south side of Hawthorne between Park and Ellyn. Early in the review process, the Commissioners concluded that installing a new sidewalk on Hawthorne that merely ends at Ellyn Avenue does not make sense. In the context of developing a comprehensive and broad pedestrian access plan that includes consideration of new sidewalk on Hawthorne, the CIC discussion has expanded to consider a

total of four sidewalk segments: (1) the south side of Crescent sidewalk linking Park with Ellyn; (2) the west side of Ellyn running north from the gym to provide a link to the main Glenbard West parking lot; (3) the parking lot and how to provide a corridor adjacent to the roadway and a link between Ellyn Avenue and Glen Ellyn Place along the north end of the parking lot; and (4) around Ellyn to Hawthorne and up to Park. While additional sidewalk on the west side of Ellyn Avenue has its advantages, there are the challenges crossing Ellyn Court of not enough right-of-way and tight existing landscaping. Consequently, the Commissioners have also looked at the east side of Ellyn as a corridor where the existing sidewalk could be improved, especially in the area right across from Ellyn Court, with its service drives and severe cross-slopes. In the past two weeks, engineers have looked at the east side of Ellyn to investigate and recommend possible improvements. The wood retaining walls on the east side of Ellyn are more than 20 years old and are the Village's responsibility, and will need replacement at some point. As a final point, P.E. Minix noted that the school district officials met with the Commission at the January 10, 2012 meeting and invited Village representatives to attend the next District Finance and Facilities Committee meeting.

The engineering assessment on the east side of Ellyn was to look at retaining wall replacement and widening the sidewalk. One option would be a cast-in-place wall, and another would be segmental block wall. The cast-in-place is significantly more expensive. The wall between the service drives is in the worst shape with the most deformity. The project is fairly expensive, but would have the benefit of making the sidewalk more usable. As it is now, the grade is so steep that the walks cannot be used in the winter where the cross-slope is so severe. The project's scope is such that it probably cannot be part of the Hawthorne project, but it should be part of a long term, phased sidewalk improvement plan for the overall area.

P.E. Minix reported on the meeting with the District 87 Finance and Facilities Committee that took place on February 6. He felt there was not much support from the District for the Ellyn Avenue sidewalk portion. They are in favor of the sidewalk on the south side of Crescent in conjunction with a three-way stop at Ellyn and Crescent. However, as the plan moves down Ellyn Avenue there is little enthusiasm because of the disruption to the neighbors on the west side. They are also not willing to fight the battle on the disruption of landscaping further north. The District expressed that everyone is accustomed to the current traffic pattern, and a need was not seen for additional sidewalk.

The Commissioners discussed the traffic flow around Glenbard West. In response to inquiries, P.E. Minix said that there would be room for a drop off area on the south side of Crescent even with a new sidewalk. There is about 18 feet from back-of-curb to the right-of-way line, except right at Park. Commissioner Pryde noted that there are possible traffic pattern changes that could eliminate buses going north down the hill on Ellyn Avenue. P.E. Minix suggested the possibility of submitting a plan that ends with the parking lot. Commissioner Lindquist said that the parking lot is used all the time, and not just for school events.

The Commissioners discussed the future plans for Lenox and the area around Lake Ellyn. There is a new master plan study under development for the park, with consultant selection currently underway. The parking lot on Ellyn serves many Park District functions as well as the high school. It was noted that Glen Ellyn Place is much narrower than Hawthorne, and burdening it with more pedestrians when Hawthorne is wider is not the way to go. It was also suggested that if the Village is willing to spend \$500,000 on replacing the retaining walls on the east side of Ellyn, the school will hopefully support the changes in the parking lot area in exchange. The consensus of the Commissioners was that the right of way is too narrow to put a sidewalk on the west side of Ellyn Avenue by Ellyn Court.

The intersection of Park and Hawthorne was discussed. P.E. Minix said that engineers are trying to meet current design standards there, but it is very difficult with the way the Park roadway is offset. It is not a good place for pedestrians to cross Hawthorne, but eastbound pedestrians on the south side of Hawthorne must cross there because of the current lack of sidewalk.

There was consensus that the Commission is ready for the next step, which is to make a formal recommendation on the new sidewalk issue along Hawthorne. At the March 13 meeting, there would be a staff presentation, public input, a formal recommendation and a vote on that recommendation. Part of that recommendation could be that as a part of this project or the Lenox project, the Village would make improvements on District 87 property predicated on the District's permission. All Hawthorne residents and Ellyn residents would be invited.

The Commissioners discussed the possibility of installing various combinations of the original four segments of sidewalk. The consensus was to eliminate the portion from the parking lot to the gym on the west side of Ellyn, but instead replace the retaining walls and upgrade the sidewalk on the east side. The Hawthorne portion of the sidewalk to the parking lot could be done now, with the understanding that the balance of the components done in future years. The Crescent sidewalk could be installed without waiting for the larger Crescent Boulevard plan. The Commission will need to be very clear on what it is recommending to the Village. Commissioner Pryde stated that the Commission does not have to justify the need for sidewalks with numbers of potential pedestrian users. Sidewalks are used all the time after they are installed. He does not see a reason to go against the current ordinance.

Trustee Hartweg noted for the Commissioners that the Trustees have expressed concern about water runoff and that they will want to know the impact of any new sidewalk on runoff. Trustees may also bring up the master plan for the park, and how this plan may impact it.

TRUSTEE'S REPORT:

Trustee Hartweg reported that the Village Board unanimously approved the variances requested by District 87 for lighting at Memorial field on the south of Crescent across from Glenbard West. The Board also unanimously approved the downtown TIF district. The College of DuPage controversy seems to be coming to an end. Trustee Hartweg said that right-of-way landscaping on roads adjacent to the college is a detail still to be settled.

NEW BUSINESS:

Mike Colliander has been named Chairman of the Commission. Rick Burton has been named as a new member of the Commission. Commissioner Burton gave a short review of his background, noting that he has lived in DuPage Country for 40 years.

PUBLIC WORKS REPORT / PROJECT STATUS REPORT:

Director Hansen reported on a recent meeting where the Village of Lombard expressed interest in Glen Ellyn providing water service to the GWA stormwater plant. The plant is served by a water main that goes under I-355 but its exact location is not known and its condition is quite poor. There are possibilities of swapping infrastructure and providing new connections.

There was discussion concerning the replacement bridge over the East Branch River and the addition of a pedestrian walkway area, a feature that Lombard does not want. It makes sense to include it in the initial construction so it will be there for the future and the federal government may require it as part of the funding arrangement. P.E. Minix said that if Glen Ellyn was required to pay the full local agency share of the sidewalk costs, the Village Board would be advised and a decision rendered on whether to install the walkway.

P.E. Minix said that merchants are going to be able to see a presentation and ask questions about the downtown traffic study on February 29. The trade-off of changing from one-way to two-way operations is enhanced vehicle movement against loss of parking. He expects significant feedback from merchants, and the changes may need to wait until improvements from the TIF, particularly a parking garage.

Plans for bidding on the Hawthorne project will be released the first full week of March with a bidders' meeting scheduled for March 6. Recommendations on contract awards will be forwarded to the Village Board for the last Monday in March. The Hawthorne sidewalk will be included in the plans, and can be pulled out of the contracts if it is not approved. April 15 is the target start date at Pleasant Avenue. The project will continue east of Main and west of Kenilworth after June. Hadley school is contemplating changes to its parking lot and bus staging areas around the school. The Village work on Hawthorne near Hadley would save the District money as long as the school does its work this year and not defer it to a later year.

ADJOURNMENT:

Commissioner Lindquist moved to adjourn the meeting. The motion was seconded by Commissioner Pryde, and was carried unanimously. The February 15, 2012 meeting was adjourned at 9:35 PM.

Submitted by Karen Blake, Recording Secretary
Reviewed by R. Minix, Village of Glen Ellyn Public Works

December 15, 2011



Mr. Chris McClain
Assistant Superintendent for Business Services
Glenbard Township High School District 87
596 Crescent Boulevard
Glen Ellyn, IL 60137-4297

Subject: Hawthorne Improvements Project
New Sidewalk Considerations

Dear Chris:

The Village of Glen Ellyn is planning a major roadway reconstruction project for the entirety of Hawthorne in 2012. The project engineers are Engineering Resource Associates. As part of the design process for the project, the merits of new sidewalk are being investigated along the Hawthorne corridor, specifically on the south side of Hawthorne between Park and Ellyn. Part of this process to date involved a discussion with Glenbard West Vice-Principal Jim Kelly in late September and a follow-up letter from Principal Jane Thorsen. A copy of the notes from the meeting with Mr. Kelly and a copy of Dr. Thorsen's letter are enclosed herewith.

The Glen Ellyn Capital Improvements Commission is closely involved with this sidewalk issue and will be formulating a recommendation to the Village Board. Commissioner Craig Pryde has taken a leadership role and attended both the meeting with Mr. Kelly as well as a subsequent meeting with the Glen Ellyn Police Department. In both the October and December CIC regular meetings, the commissioners reviewed concepts and issues associated with new sidewalk on the east end of Hawthorne, involving interested residents at both meetings and Police Chief Phil Norton in October. Minutes from the October CIC meeting are enclosed for reference.

The CIC recognizes the importance of the Glenbard West campus in these considerations. Early in the process, it became apparent that the issue of new sidewalk on Hawthorne needed to fit into an overall plan addressing safety and traffic flow issues around the campus. Hence the commissioners have looked beyond the strict Hawthorne corridor and examined sidewalk extensions and logical pedestrian connections involving Ellyn Avenue, Glen Ellyn Place and Crescent Boulevard. Four sidewalk matters / elements have emerged to date, with each matter having the potential to be included in the upcoming Hawthorne project as a project expense:

- New sidewalk on the south side of Crescent between Park and Ellyn to help alleviate congestion and conflicts between pedestrians and vehicles on the east side of the intersection of Crescent and Park.
- New sidewalk on the west side of Ellyn, extending north of Biester Gym to the north end of the GBW parking lot – Right-of-way is very tight or inadequate in the this segment, and the engineers are still investigating some property line configurations. Revisions to the GBW parking lot would be required to permit installation of a sidewalk, but appear feasible. Please note the attached sketches.

Civic Center
535 Duane Street
Glen Ellyn, IL 60137

Administration
630-469-5000
Fax 630-469-8849

Finance
630-547-5235
Fax 630-469-1757

Planning and Development
630-547-5250
Fax 630-547-5370

Police
630-469-1187
Fax 630-469-1861

Public Works
30 South Lambert Road
Glen Ellyn, IL 60137
630-469-6756
Fax 630-469-3128

**The Village Links and
Recreation**
485 Winchell Way
Glen Ellyn, IL 60137
630-469-8180
Fax 630-469-8580

www.glenellyn.org
www.villagelinksgolf.com

- A new sidewalk connection between Glen Ellyn Place and Ellyn Avenue along the north side of the GBW parking lot – The north entrance would be moved to accommodate this sidewalk connection. Area residents have commented that reconfiguration of the north driveway entrance should be done for safety reasons regardless of any possible sidewalk outcomes.
- New sidewalk installation on the west side of Ellyn Avenue from the north end of the GBW parking lot to Hawthorne, then extending up Hawthorne to Park. A sidewalk extension on Hawthorne that terminates at the corner of Hawthorne and Ellyn has been deemed ineffectual and unsafe.

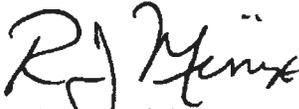
Capital Improvements Commission considerations associated with these four sidewalk elements will include overall feasibility and need, both singularly and collectively; District 87 / Glenbard West interests and needs; resident inputs; construction impacts; conformity with existing campus master plans; District 87 willingness to allow construction on its properties; possible and reasonable phasing of individual segments; and installation timing within the Hawthorne project. Essential to the CIC decision-making process would be District 87 input on its interests, desires, concerns, process and timing.

In her letter, Dr. Thorsen stressed the need for District 87 administration and Board of Education involvement with the matters discussed herein. On behalf of the Capital Improvements Commission, an invitation is extended to you to attend a regular meeting of the CIC to begin such a dialogue, providing a means for both parties to proffer questions on new sidewalk issues or other items of interest. The next regularly scheduled CIC meeting is set for Tuesday evening, January 10, 2012 and we hope that you can attend. The CIC would like to formulate their recommendation to the Village Board on sidewalk construction associated with the Hawthorne project as early as possible in 2012, so they would like to meet with you at your earliest convenience.

The enclosed sketches represent essentially preliminary concepts which will be refined as project design continues and more input is received. I have annotated the sketches to help clarify some of the information presented therein. If you have questions, please know that I am available to go over this information with you as you require or desire.

Thank you for your attention to this matter. Holiday greetings to you, your team at District 87 and the Glenbard West staff.

Very truly yours,



Robert J. Minix
Professional Engineer

cc: Julius Hansen, Public Works Director
Jeff Perrigo, Civil Engineer
Capital Improvements Commission



GLENBARD WEST HIGH SCHOOL

"Pride - Tradition - Excellence"

Dr. Jane Thorsen, Principal

670 Crescent Blvd., Glen Ellyn, IL 60137, (630) 469-8600, www.glenbardwesths.org

October 14, 2011

Mr. Craig Pryde and Mr. Bob Minix
Village of Glen Ellyn
Glen Ellyn, IL 60137

Hello Craig and Bob,

Thank you for contacting us regarding the proposed Hawthorne Avenue sidewalk improvement plan. While we always appreciate the opportunity to discuss projects that might affect Glenbard West High School, Jim Kelly and I wanted to clarify several items listed in your meeting notes dated October 3, 2011 (see attached).

It was our impression that the meeting on Tuesday, September 27 with you, Bob Minix and Jim Kelly was a follow-up on a brief conversation we had on the night of our Annual Back to School Night on September 14. During the meeting, you and Bob shared the proposed layout of a sidewalk to be installed on the south side of Hawthorne Avenue in Glen Ellyn. After presenting the layout, Craig expressed concerns about the plan because the sidewalk would stop abruptly at the corner of Hawthorne and Ellyn, forcing students to cross the street at a very dangerous location.

The remainder of the meeting was spent brainstorming ideas that might better serve the safety of our students. However, please understand that at no time did we intend to offer the impression that we were giving building approval to the ideas discussed at the meeting, as that is not within the purview of the Glenbard West administrative team. As you know, any changes with pedestrian and traffic flow around the high school would also need to be discussed with our district administration in conjunction with the current facility master plan. As you mentioned, it would be important for us to collaborate with the Glen Ellyn Police Department regarding any changes. Lastly, any recommendations would need to be vetted through the District 87 Board of Education before official support could be provided to the Capital Improvement Commission.

We value the partnership between our intergovernmental bodies and appreciate the opportunity to discuss projects that will directly impact Glenbard West. Please feel free to keep us apprised of future enhancements.

Sincerely,

Dr. Jane Thorsen, Principal

WHERE EXCELLENCE IS TRADITION

Mr. James Kelly, Assistant Principal for Operations • Dr. Jeff Feucht, Assistant Principal for Instruction
Mr. Peter Monaghan, Assistant Principal for Student Services • Ms. Linda Oberg, Assistant Principal for Athletics

Bob Minix

From: Craig Pryde [crp@ppkarchitects.com]
Sent: Monday, October 03, 2011 4:42 PM
To: Bob Minix; Phil Norton; jim_kelly@glenbard.org
Subject: Hawthorne sidewalk - meeting notes revised

Bob,

As a recap of the last couple of meetings and in order to update the CIC as well I have prepared the following notes for consideration at the next CIC meeting.

Meeting 1 – Glenbard West HS

1. On Tuesday September 27, Craig Pryde- CIC, Bob Minix - GEPW and Jim Kelly- GWHS met to discuss the issue of sidewalks around Glenbard West students/ pedestrians as well as vehicles currently operate and any improvements that may possibly be made as a part of the hawthorne Ave improvement project. The police department was not able to participate on this day and a separate meeting shall occur to discuss this issue. CP felt that GW should be an active participant in this project as it could be expanded at very little additional expense to the project budget and pay dividends for the Village of Glen Ellyn for many years to come.
2. JK indicated that with respect to students arriving from the north, that a primary area of concern is the student/ pedestrian interaction with bus traffic on the north end of the school. This area is designated for bus pickup and drop off with vehicles exiting to the east onto Lake Road. At present the only sidewalk from the north is on the school side of Ellyn and it would be an improvement to allow students to walk to the school on the west wide of the street in order to avoid this traffic.
3. BM presented a proposed layout of the sidewalk on the south side of Hawthorne from Park to the existing parking lot. This layout is the best possible design at this point but would have to stop at the intersection of the HS parking lot as insufficient area exists to continue this sidewalk further.
4. CP indicated that if the entrance to the parking lot were shifted to the east it would allow for a possible safer intersection with Ellyn and it could allow the sidewalk from Glen Ellyn Place to continue east in order to meet with the proposed sidewalk.
5. BM asked if the HS would consider re-configuring the existing parking lot to along the Ellyn Road side to allow for the installation of a sidewalk to the south up to the existing crosswalk just north of the southern parking lot entrance. JK indicated this crosswalk is already heavily used by the parking lot and would be a good place to consolidate pedestrian movement across Ellyn and avoid bus traffic. Analysis of the east drive aisle of the parking lot appears to allow for such a re-design. BM indicated that he would instruct the design engineer to study this as a possible solution. A review of a more structured entrance to the north HS bus area would also be done. Improvements to further define this bus entrance also would improve pedestrian safety beyond what exists.
6. It was noted that pedestrian movement around the high school impacts vehicular traffic and the evaluation of one area is part of a bigger picture. As such discussion took place about pedestrian movement to the HS from the intersection of Park/ Crescent and vehicular movement at this area. JK indicated that the police department had contacted the school about installing a 3-way stop sign at Ellyn/ Crescent and a sidewalk on the south side of Crescent from Park to Ellyn. This would allow students and pedestrians to move toward the HS from south Park Blvd without impacting vehicular movement at Park/ Crescent.
7. CP suggested that as a bigger picture of vehicular movement around the HS in the morning hours and looking at the residential areas from which people travel might also suggest a controlled traffic plan for the morning drop-off period (7-8am). This might also aide in controlling pedestrian movements and safety at the HS. JK agreed that having controlled/ planned crossings is better for the HS and in his mind safer for the students. CP would arrange a meeting with the Police department to discuss both issues further before the next CIC meeting.
8. Meeting outcome – recommendations supported by GW:
 - a. Install sidewalk on south side of Hawthorne ave as proposed in the sketch presented by BM.
 - b. Design study of relocating the north parking lot entrance further east.

- c. Re-configuration of existing parking lot to allow for a new sidewalk to be installed on the west side of Ellyn Ave from the existing north parking lot entry to the existing cross walk (adjacent to the south parking lot entrance).
 - d. Potential design study of bus entrance/ traffic entry to the north drive by Duchon Field. Possible consideration of one way traffic from west to east as a part of this design study.
 - e. 3 way stop sign for vehicular traffic control at Ellyn/ Crescent.
 - f. New sidewalk from Park to Ellyn on the south side of Crescent with crossing at west side of Ellyn.
 - g. Possible turn restrictions at Ellyn and Park Blvd to better control traffic movements around the school from 7-8am. To be discussed further with GEPD.
9. JK was invited to participate in our next CIC meeting to obtain additional information to be considered by the HS in preparation for the CIC recommendation to the Village Board.

Meeting 2 – Glen Ellyn Police Department

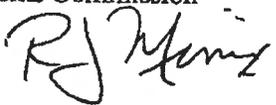
1. On Monday, October 3, Craig Pryde – CIC, Phil Norton – GEPD and Sgt. Norm Weber-GEPD met to discuss the pedestrian/ vehicular issues regarding the upcoming design of sidewalks at the east end of Hawthorne Ave.
2. CP provided an overview of the meeting outcome (listed above).
3. PN indicated that they had also discuss some of the issues along Crescent as well and it included installing a proposed sidewalk along the south side of Crescent to reduce interaction with vehicles at the intersection of Park/ Crescent.
4. CP outlined the possible design studies for the north drive/ buss drop off area and potential one-way vehicle flow. PN indicated that this is private property and they could not enforce this unless so directed by the HS or an agreement with the HS is reached but they are open to the idea.
5. PN stated that they are working on the stop sign issue for Ellyn/ Crescent.
6. Discussion took place over a master traffic flow for the HS in the early morning. Items discussed:
 - a. Eliminating left turn traffic from east bound crescent 7-8am. This would allow west bound traffic to move more freely and south bound Ellyn traffic to empty at a better rate.
 - b. Eliminating left turn at Park from west bound traffic on Crescent, especially bus traffic. Buses making a left turn south bound stop at the tracks and further disrupt traffic patterns.
 - c. GEPD would prefer that the HS assist in this effort by placing a crossing guard on Ellyn at the cross walk similar to what occurs on Crescent at the crossing signal.
 - d. GEPD very much was in favor of creating a master traffic pattern for this area that could be enforced and signage installed. They recognize that this would be a change from the existing free for all that exists but if overall movements from various residential areas are considered it could be successful.
7. CP asked if PN could attend our next CIC meeting in order to gain the perspective of the remaining members and bring additional comments as a result of this meeting.

Bob, it would be good if you could include this information with any comments you may have in the next CIC packet for the commission to discuss on October 11.

Craig R. Pryde - AIA LEED AP
Principal - PPK Architects

Direct: 630-348-4012
Cell: 630-881-3950
www.ppkarchitects.com

Interoffice Memorandum

to: Members of the Capital Improvements Commission
from: Bob Minix, Professional Engineer 
subject: Notes on the February 6, 2012 Meeting with the District 87 Finance and Facilities Committee Regarding Sidewalk Considerations Associated with the Hawthorne Improvements Project
date: February 10, 2012

On February 6, 2012 I attended a meeting of the District 87 Finance and Facilities Committee at the invitation of Assistant Superintendent Chris McClain to provide information regarding ongoing Capital Improvements Commission discussions regarding new sidewalk configurations associated with the Hawthorne Improvements Project. In addition to Committee members and District 87 staff, Public Works Director Julius Hansen, Village Trustee Phil Hartweg and area residents John Huston, Mike Sorensen and Matt Ludington also were in attendance. The Committee graciously provided a large portion of their one hour time allotment to this item.

I provided an overview of the overall project, the issue of new sidewalks, how the sidewalk discussion has evolved over the past months, and specific impacts on the Glenbard West campus. I noted that the new sidewalk considerations and discussions currently encompassed four areas: the south side of Crescent east of Park; the west side of Ellyn north of Biester Gym past Ellyn Court and across the Glenbard West parking lot; a Glen Ellyn Place connector; and finally, the remaining leg of Ellyn on the west side and the south side of Hawthorne between Ellyn and Park. I also mentioned that our project team is also looking at possible improvements to the existing sidewalk on the east side of Ellyn as a possible preferred alternative to construction of certain new west side sidewalk segments.

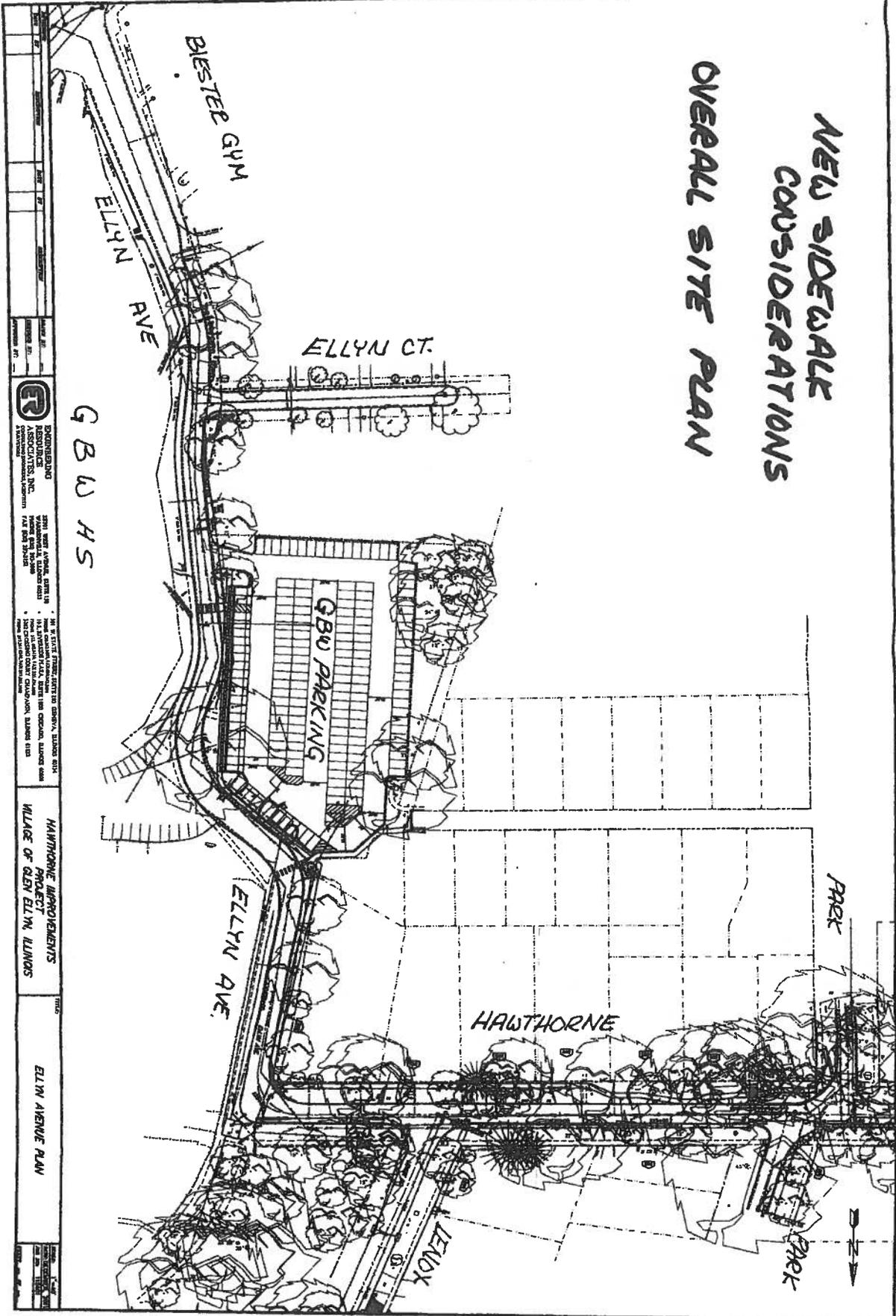
Board member Tom Voltaggio led the Committee response following my presentation. He was fully in favor of the south side of Crescent sidewalk; Chris McClain promoted the 3-way stop at Ellyn and Crescent as an integral part of that arrangement. Mr. Voltaggio also was also supportive of proposed improvements to the existing sidewalk on the east side of Ellyn.

Mr. Voltaggio did not support at all the installation of new sidewalk on the west side of Ellyn and on the south side of Hawthorne, citing that pedestrian patterns were already well established without such a walk and impacts on residents would be severe. The Glen Ellyn Place sidewalk connector was not specifically mentioned by him; Chris McClain said that parking lot alteration plans could be submitted to the District for their consideration if we were still interested in that element.

Two items of further note: Mention was made of a school / campus master plan and I will ask Chris McClain for a copy of that document. Secondly, the District is just coming off the very difficult process of getting approval for lighting at Memorial Field. There is a tangible sense of battle fatigue on the part of the District staff and leadership, to the degree that it is my belief they will not extend themselves anytime soon on issues that involve significant resident interactions here in Glen Ellyn.

← CRESCENT BLVD.

NEW SIDEWALK CONSIDERATIONS OVERALL SITE PLAN

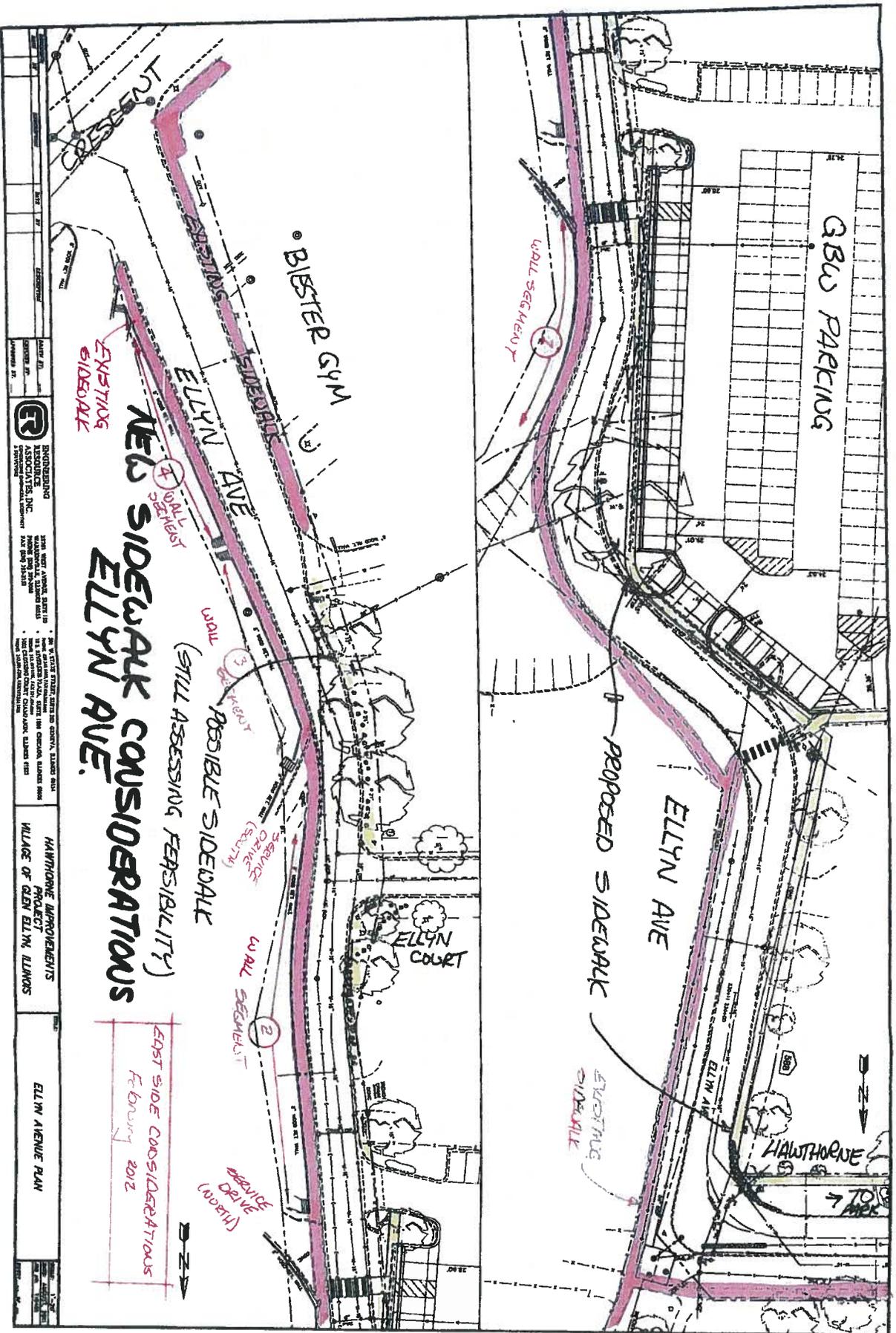


ENGINEERING ASSOCIATES, INC.
 2001 WEST AVENUE, SUITE 118
 WILMINGTON, DELAWARE 19804
 TEL: 302.438.1111 FAX: 302.438.1112
 WWW.ENGINEERINGASSOCIATES.COM

HAWTHORNE IMPROVEMENTS
 PROJECT
 VILLAGE OF SLEN ELLYN LINDS

ELLYN AVENUE PLAN

DATE: 11/11/11
 SCALE: AS SHOWN

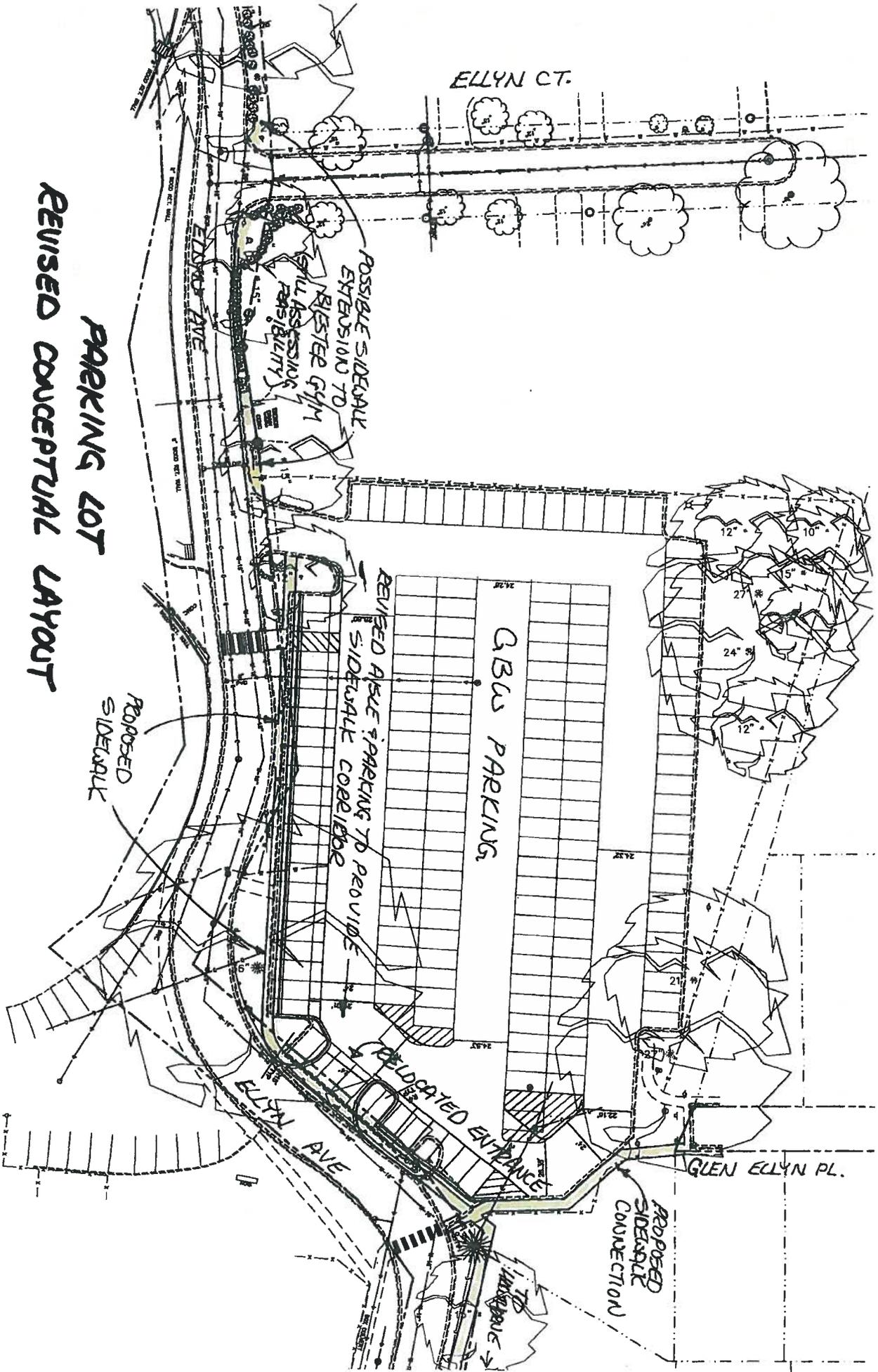


ENGINEERING ASSOCIATES, INC.
 1000 W. 10TH AVENUE, SUITE 110
 WILSONVILLE, OREGON 97148
 PHONE: 503.535.3333
 FAX: 503.535.3333
 WWW.EA-INC.COM

HAWTHORNE IMPROVEMENTS
 PROJECT
 WILDER OF GLEN ELLYN, ILLINOIS

ELLYN AVENUE PLAN

REVISIED CONCEPTUAL LAYOUT PARKING LOT



MINUTES

BOARD OR COMMISSION: Capital Improvements DATE: March 13, 2012

MEETING: Regular X Special _____ CALLED TO ORDER: 7:34 PM

QUORUM: Yes X No _____ ADJOURNED: 10:38 PM

MEMBER ATTENDANCE:

PRESENT: Chairman Colliander, Commissioners Brugh, Burton, Lindquist, and Pryde

OTHERS: Trustee Liaison Hartweg, Public Works Director Julius Hansen, Professional Engineer Bob Minix

ABSENT: Commissioners O'Carroll, Popp, Ryne and Thelen

AUDIENCE: John Huston of 588 N. Ellyn; Cecil Redmond of 1 Ellyn Court; Mike Sorensen of 606 Glen Ellyn Place; Loren Olson of 2 Ellyn Court; Sheri Reditsch of 585 Hawthorne; Chad Ellis of 593 Hawthorne; Matt Ludington of 8 Ellyn Court

CALL TO ORDER:

The March 13, 2012 meeting of the Capital Improvements Commission was called to order at 7:34 PM by Chairman Colliander, with a quorum being present.

AUDIENCE PARTICIPATION:

Resident Cecil Redmond asked that his concerns be taken into consideration regarding vehicles dropping off and picking up students, people walking through his yard and snow plows pushing snow into his yard. Chairman Colliander explained that this Commission only recommends to the Village Board of Trustees, and that there will be an opportunity to be heard at a Board meeting.

APPROVAL OF MINUTES:

Commissioner Lindquist moved to approve the February 15, 2012 meeting minutes. The motion was seconded by Commissioner Brugh. The Motion carried unanimously.

CONTINUING BUSINESS – CONSIDERATION OF NEW SIDEWALK ISSUES ASSOCIATED WITH THE RECONSTRUCTION OF HAWTHORNE AND DEVELOPMENT OF A CIC RECOMMENDATION:

Village Staff Report

P.E. Minix presented a summary of the Hawthorne project sidewalk matter. The purpose of this meeting is to craft a recommendation on sidewalk installation. Once a recommendation is

made, a package will be prepared for the Village Board members for a meeting in April or May. Residents will be alerted in advance once that date is set. The format of that Village Board meeting will consist of a staff presentation, opportunities for residents to be heard and a decision by the Board of Trustees. The Village Board decision will be final.

The Capital Improvements Commission began its consideration of new sidewalk on Hawthorne in October, 2011. The December 2011 and January and February 2012 meetings were working sessions on this topic. The Commission went through this process because there are certain policies established for a project such as the Hawthorne reconstruction. Sidewalks are part of the design criteria, which call for sidewalk on both sides of a street. The original resolution also allows for exceptions, and a request has been received to not install sidewalk on the south side of Hawthorne. Given the proximity to Glenbard West, Lake Ellyn and the central business district, the Commission felt it was not suitable to confine a sidewalk review to just the south side of Hawthorne east of Park. Therefore, the Commission has been looking at sidewalks in a holistic fashion, encompassing the Glenbard West campus area, including Ellyn and Crescent.

The Commission looked at five different sidewalk segments between Park Boulevard and Ellyn Avenue and how they fit into the whole picture. The five sidewalk segments are:

- (1) the south side of Crescent, linking Park with Ellyn;
- (2) the west side of Ellyn from Biester Gym to the south side of the Glenbard West parking lot, across fronting Ellyn Court residences;
- (3) new sidewalk on the west side of Ellyn across the frontage of the parking lot and including a connecting sidewalk between Glen Ellyn Place and Ellyn;
- (4) the existing sidewalk on the east side of Ellyn Avenue between Crescent and the Duchon Field parking lot;
- (5) new sidewalk on the south side of Hawthorne between Park and Ellyn, then around the corner to the west side of Ellyn, to the north side of the Glenbard West parking lot.

Much thought and discussion has taken place concerning these five segments. The deliberations can be separated in to six broad categories:

SAFETY: There are many safety considerations. A new sidewalk on the south side of Crescent would reduce pedestrian and vehicle interactions at the intersection of Park and Crescent. Improvements to the sidewalk on the east side of Ellyn could reduce pedestrians walking in the street because the existing steep angle and cross slopes gives concern for safe winter pedestrian travel. Students walking on the east side of Ellyn must cross the wide parking lot at Duchon field. A new sidewalk on the entire west side of Ellyn must cross at least one of the Glenbard West parking lot entrances, and some of it would need to be constructed immediately adjacent to the curb. New sidewalks on Hawthorne and Crescent can be generally located away from the curb. New sidewalk on Hawthorne should not dead end at Ellyn Avenue as this is not an appropriate crossing

point. The intersection at Hawthorne and Park is not pedestrian friendly, requiring pedestrians to diagonally cross the intersection. Finally, there seem to be no known or overt problems with the existing sidewalk configurations.

STAKEHOLDER INPUT: Commissioners and staff have met with representatives from School District 87 on several occasions. The District appears to be in favor of the proposed sidewalk on Crescent, coupled with a three-way stop at Ellyn and Crescent. It is generally in favor of improvements on the east side of Ellyn, and is against new sidewalk on the west side of Ellyn Avenue and the south side of Hawthorne, due to the likelihood of significant disruption to the neighbors.

TREE/LANDSCAPING IMPACTS: On the west side of Ellyn adjacent to the Ellyn Court residences, there would be a high level of disruption due to the tight nature of the corridor with trees, utility poles and mature landscaping. On the south side of Hawthorne around the corner to the Glenbard West parking lot, there are mature parkway and private property trees. The consulting Village forester has examined this corridor and concluded that a sidewalk could be constructed with consideration for good tree preservation for public and private trees.

IMPERVIOUS AREA: Staff has investigated, and has asked for bids for optional pervious concrete sidewalk installation to prevent additional surface run off. However, the cost is likely more than double that of standard sidewalk concrete.

COSTS: P.E. Minix has determined that the budgeted \$4.5 million for Hawthorne project construction is probably conservative, and the project will probably come in at around \$4 million. Of the sidewalk segments, the improvements to the east side of Ellyn Avenue are costly (\$600,000) because of anticipated reconstruction of the retaining walls. The cost of the segment through the Glenbard West parking lot includes moving guard rails and making various curbing and striping modifications.

PHASING CONSIDERATIONS: The sidewalk on the south side of Crescent requires a small easement from District 87, but should be able to be constructed at any time given the District's support. Sidewalk on the west side of Ellyn between Biester Gym and through the parking lot would require significant design engineering, District 87 approvals and to be done in the summer. The east side of Ellyn should be tied to retaining wall replacement, which has about 5 to 10 years of life remaining. Finally, the Hawthorne sidewalk around Ellyn to the parking lot is included in the bid documents for this year's project, although it can be deleted from the plans.

STAFF RECOMMENDATION: Public Works staff favors new sidewalk on the south side of Hawthorn, linking around the west side of Ellyn Avenue to the Glenbard West parking lot. The Commission faces a range of options for all, some or none of the segments.

Audience Comments

John Huston of 588 N. Ellyn: He asked that the Commission focus on pedestrian safety. If you deliver pedestrians to the southwest corner of Ellyn & Hawthorne, if they are going to the park, they will cross at the bottom of the hill. It does not make sense to him to deliver student pedestrians to the parking lot. He feels there is substantial opposition to such a sidewalk.

Mike Sorensen of 606 Glen Ellyn Place: He was at the District 87 meeting. There was much discussion concerning the safety of pedestrians on the east side of Ellyn with the potential of vehicles skidding into the sidewalk on slippery days. Rather than a new sidewalk on the west side, a better investment would be improved sidewalks on the east side. He also wants to retain the fence buffer between his house and students. Snow is plowed to the area where a new connector sidewalk might be installed.

Loren Olson of 2 Ellyn Court: A sidewalk on the west side of Ellyn will have a negative effect on the beauty of that location by requiring removal of trees and/or bushes. It will not improve safety. There is also concern for additional runoff.

Cecil Redmond of 1 Ellyn Court: If there is a new sidewalk on the west side of Ellyn Avenue, plows will push snow onto it. There needs to be better control of students and parents parking in no-parking zones.

Sheri Reditsch of 585 Hawthorne: She expressed concern for portions of the Hawthorne sidewalk that would be installed near the curb, and would rather lose a tree than push the sidewalk so close to the street. P.E. Minix pointed out that there are already retaining walls in her yard, and moving the planned location may result in re-grading her entire front yard and/or still compromising the tree root structure.

Chad Ellis of 593 Hawthorne: He moved in 6 months ago and speed on Hawthorne is his big concern. The Park/Hawthorne intersection is a difficult situation. He is not opposed to the sidewalk, but feels that having it next to the street is probably not safe.

Mike Sorensen of 606 Glen Ellyn Place: Suggested that a short sidewalk on the east side of Park at Hawthorne could enable pedestrians to cross north directly to the north side of Hawthorne.

Matt Ludington of 8 Ellyn Court: He said that the problem on Ellyn and around the high school is congestion and traffic. The infrastructure on the east side of the school is inadequate, and putting sidewalk on the west side of Ellyn is premature and unsafe. Ellyn is not wide enough as it is now. He provided pictures of the west side of Ellyn as it is today to demonstrate his concerns. He is also concerned about flooding on his property and Mr. Redmond's property.

CIC Deliberations

The Commission considered each segment separately.

1. New sidewalk on the south side of Crescent between Park and Ellyn – In response to a question, P.E. Minix said that near Ellyn, a sidewalk and parallel parking / drop off area may conflict with some of the underground electric wires and equipment for a portion of the area. Commissioner Pryde moved that:

“The Capital Improvements Commission recommends a new sidewalk on the south side of Crescent between Park and Ellyn, that it be designed, bid and constructed as a possible addition to the Hawthorne project, and that design consideration be given to parallel parking for pull-off spaces on the south side of Crescent as allowable, with consideration of the new access point to Memorial Field.”

Commissioner Brugh seconded. During discussion, it was agreed that P.E. Minix will simplify/clarify the language and will note the limits from Park to Ellyn, inclusive of a section to extend to Memorial Field. Consideration should be given to a three way stop at Ellyn and Crescent. Although the implementation of a three-way stop sign at Crescent and Ellyn is more of a police department matter, the Commission would like to see it tried, despite there probably being not enough warrants for a stop sign at that location. A vote was taken as follows: Commissioner Brugh: aye, Commissioner Burton: aye, Commissioner Lindquist: aye, Commissioner Pryde: aye, Chairman Colliander: aye. The vote was 5 ayes, 0 nays to recommend.

2. New sidewalk on the west side of Ellyn from Biester Gym to the south side of the Glenbard West High School parking lot – Commissioner Pryde moved that:

“After consideration of the practical difficulties, the Capital Improvements Commission recommends not installing a sidewalk on the west side of Ellyn between Biester Gym and the south end of the Glenbard West High School parking lot.”

Commissioner Brugh seconded. A vote was taken as follows: Commissioner Brugh: aye, Commissioner Burton: aye, Commissioner Lindquist: aye, Commissioner Pryde: aye, Chairman Colliander: aye. The vote was 5 ayes, 0 nays to approve the motion to not recommend.

3. Improvements to existing sidewalk on the east side of Ellyn between Crescent and the Duchon Field parking lot – Commissioner Pryde moved that:

“Based on study of pedestrian movement and analysis of existing conditions of the sidewalk on the east side of Ellyn from Crescent Boulevard to Duchon Field, the Capital Improvements Commission recommends that no improvements be made now, but that the retaining wall and sidewalk improvements be considered in future years for repair and reengineering.”

Commissioner Brugh seconded. A vote was taken as follows: Commissioner Brugh: aye, Commissioner Burton: aye, Commissioner Lindquist: aye, Commissioner Pryde: aye, Chairman Colliander: aye. The vote was 5 ayes, 0 nays to approve the motion to not recommend.

4. New sidewalk on the west side of Ellyn across the frontage of the Glenbard West High School parking lot, including a connecting sidewalk between Glen Ellyn Place and Ellyn Avenue – During discussion, it was noted that the Commission could be recommending something that does not have, and cannot be done without, District 87 approval. A concept plan can be developed for a couple of thousand dollars without paying for a detailed survey that shows a parking lot configuration that loses no parking spots. While this segment and the Hawthorne sidewalk are connected, they can be done in two phases. It would be difficult to wait for the District's decision on this portion to construct with the Hawthorne improvements. It was noted that there are many people using the area going to the park that are not students or even village residents. The Village Board made it clear that sidewalks are needed for safety, and sidewalks on both sides of a street are important for safety and function. Even though the District is not in a great hurry for this improvement, that is not a reason to give up on it. Staff can develop a layout that pulls parking away from the contemplated sidewalk. Commissioner Pryde stated that with additional time, engineering and layout study, a solution can be found that does not move the fence, lose parking spaces and will reconfigure the lot entrance. The work can be done in 2013 along with the Lenox project, or it can be its own project. It's a concept that is worth looking at, and it dovetails with improvements being made in the area. Commissioner Pryde moved that:

"The Capital Improvements Commission recommends the Village move forward with engineering for Glenbard West parking lot modifications to allow for the construction of a sidewalk on the west side of Ellyn Avenue from the south entrance of the parking lot to the current north entrance of the parking lot, and connected to the potential sidewalk on the west side of Ellyn as part of the Hawthorne corridor sidewalk. The Commission further recommends that the Village move forward with engineering for possible reconfiguration of existing parking to allow for a sidewalk extension from Ellyn Avenue near the current north entrance to the east end of Glen Ellyn Place, including relocation of the north entrance."

Commissioner Lindquist seconded the motion. A vote was taken as follows: Commissioner Brugh: aye, Commissioner Burton: aye, Commissioner Lindquist: aye, Commissioner Pryde: aye, Chairman Colliander: aye. The vote was 5 ayes, 0 nays to approve the recommendation.

5. New sidewalk on the south side of Hawthorne between Park and Ellyn and on the west side of Ellyn between Hawthorne and the north side of the Glenbard West High School parking lot – There was discussion concerning weaving the sidewalk around trees and landscaping versus trying to make it as straight as possible. It is desirable to have it at least two feet away from the curb, and to match the street curve around the bottom of the hill. Chairman

Colliander suggested putting in a crosswalk at Lenox and/or engineering the entire segment, but installing it only to Lenox until District 87 approves, and the parking lot segment is constructed. Commissioner Pryde moved that:

“The Capital Improvements Commission recommends sidewalk installation on the south side of Hawthorne as designed in the current Hawthorne bid package, with modifications to include the following:

- a crosswalk at the east side of the intersection of Park and Hawthorne;
- crosswalks at the intersection of Hawthorne and Lenox;
- termination shall be at the north end of the GBW parking lot on Ellyn including a striped crosswalk to connect with the existing sidewalk on the east side of Ellyn;
- to consult with the village certified arborist and engineer to attempt to straighten the sidewalk alignment parallel to the curb near the intersection of Hawthorne and Park; and
- to realign sidewalk east of Lenox to be parallel to and adjacent to the curb as designed along Ellyn.”

Commissioner Brugh seconded the motion. A vote was taken as follows: Commissioner Brugh: aye, Commissioner Burton: aye, Commissioner Lindquist: aye, Commissioner Pryde: aye, Chairman Colliander: nay. The vote was 4 ayes, 1 nay to approve the recommendation.

There was a brief discussion concerning using pervious pavement for the new sidewalk. It was decided Hawthorne is not a good candidate for this type of application as there appears to be too much longitudinal grade to capture and infiltrate water effectively. Crescent would be better as it is flat and would not impact trees.

P.E. Minix said that this issue will probably be before the Village Board of Trustees in May, although it could be as early as the second meeting in April. The Board package will include graphics showing what has been recommended. There will also be a drawing of the entire area, including Crescent. Commissioners agreed that it is important to stress that movement and use of overall pedestrian corridors between the CBD and Lake Ellyn Park and around the Glenbard West campus are being reviewed and considered in these deliberations.

ADJOURNMENT:

Commissioner Lindquist moved to adjourn the meeting. The motion was seconded by Commissioner Burton, and was carried unanimously. The March 13, 2012 meeting was adjourned at 10:38 PM.

Submitted by Karen Blake, Recording Secretary
Reviewed by R. Minix, Village of Glen Ellyn Public Works

May 10, 2012



INFORMATION LETTER NO. 8 HAWTHORNE IMPROVEMENTS PROJECT

Dear Corridor Residents, Institutions and Other Interested Parties:

The purpose of this letter is threefold: to advise you of the upcoming Village Board Workshop where the recommendations of the Glen Ellyn Capital Improvements Commission regarding new sidewalk on Hawthorne will be considered by the Board; to remind you to inform the project team of any local/private drainage issues that might be addressed during the ongoing construction project; and to update you on project progress and alert you to upcoming work on Hawthorne between Kenilworth and Western.

NEW SIDEWALK – VILLAGE BOARD CONSIDERATION OF CIC RECOMMENDATIONS

On March 13, 2012 the Glen Ellyn Capital Improvements Commission considered the question of new sidewalk installations, not only on the south side of Hawthorne east of Park, but also associated with other corridors in and near Glenbard West High School. The CIC received a staff report, took public comment, discussed the issues and formulated and considered a series of five recommendations for new sidewalk. Specifically related to the Hawthorne project, the following recommendation (#5) was made:

The Capital Improvements Commission recommends sidewalk installation on the south side of Hawthorne (and west side of Ellyn) as designed in the current Hawthorne bid package, with modifications to include the following:

- a crosswalk at the east side of the intersection of Park and Hawthorne;
- crosswalks at the intersection of Hawthorne and Lenox;
- termination shall be at the north end of the GBW parking lot on Ellyn including a striped crosswalk to connect with the existing sidewalk on the east side of Ellyn;
- to consult with the village certified arborist and engineer to attempt to straighten the sidewalk alignment parallel to the curb near the intersection of Hawthorne and Park; and
- to realign sidewalk east of Lenox to be parallel to and adjacent to the curb as designed along Ellyn.

For a full description of all the recommendations, please review the March 13, 2012 meeting minutes for the Capital Improvements Commission posted on the Village Website.

The next formal step in the process will be the final consideration and decision of the new sidewalk issues by the Village Board as they review the CIC recommendation. This review will occur at the May 2012 Board Workshop, scheduled for **Monday evening, May 21, 2012**. The meeting will take place in the Galligan Board Room, located on the third floor of the Civic Center, 535 Duane Street. All interested parties are requested to be present at 7:00 PM when the discussion on this item should begin.

PRIVATE DRAINAGE CONNECTIONS

Just as a reminder, a unique opportunity exists during the conduct of a major infrastructure improvements project for the provision by the Village of a connection to the municipal storm sewer system, if a bona fide need exists (such as an active sump pump or a low spot in a rear yard) and a storm sewer is available. The Village will provide a 6-inch PVC pipe to the property line at a designated location, with all work required on the private property side to be performed by the homeowner. If you have such a need – or would like to talk to a project team member about your situation and get more information – please contact me as soon as possible at 630-547-5514 or bobm@glenellyn.org. These connections are typically made during the construction of the new storm sewer, so timely identification of homeowner needs is of the essence.

MEMORANDUM

TO: Mark Franz, Village Manager

FROM: Staci Hulseberg, Planning and Development Director
Michele Stegall, Village Planner *MJS* *SH*

DATE: May 15, 2012

FOR: May 21, 2012 Special Village Board Meeting

RE: Downtown Streetscape and Parking Study – Consultant Selection



Background. In August of 2011, the Village was awarded a \$50,000 Community Planning Grant from the Chicago Metropolitan Agency for Planning (CMAP) to conduct a downtown streetscape and parking study. A Request for Proposals (RFP) was prepared and distributed for the project in late February. The RFP was posted on the Village's website, the American Planning Association's website and by CMAP and was sent directly to 17 firms with expertise in streetscape design and parking. A total of 14 proposals were received by the March 30, 2012 deadline. Most of the proposals came in with cost estimates around \$50,000 with varying degrees of reimbursable expenses (see attached list). As the estimated costs of the proposals were generally comparable, the primary focus of the review was on the qualifications of the applicants, similar experience and the proposed project approach. A selection committee consisting of representatives from the Administration, Planning and Development, Police and Public Works Departments reviewed the proposals and selected 3 consultant teams to interview including the teams of SAA Design/Carl Walker, Hitchcock Design/Walker Parking and Houseal Lavigne Associates/Gary Weber Associates/Walker Parking/Engineering Resource Associates.

Issues. None.

Recommendation. After conducting interviews, the team of Houseal Lavigne, Gary Weber, Walker Parking and Engineering Resource Associates is being recommended. A copy of their proposal is attached. The team has considerable local knowledge and is experienced in streetscape design, public outreach and parking. Houseal Lavigne would be the lead consultant and would be primarily responsible for public outreach. They would also be the Village's main contact and assist in preparing study recommendations, take the lead in creating graphics and coordinate the work of the consultant team. Gary Weber would be the primary consultant in charge of developing the proposed streetscape plan. Walker Parking would conduct the parking management and garage portion of the study and Engineering Resource Associates would provide input and recommendations regarding engineering and stormwater related issues. All four consultants have either local Glen Ellyn knowledge or previous experience working in Glen Ellyn.

A draft contract with the consultant team has been prepared but not yet reviewed or approved by the Village Attorney. We are bringing the consultant selection to the Village Board at this time

rather than waiting 3 weeks until the next Village Board meeting and are seeking Village Board approval of the contract subject to the review and approval of the Village Attorney.

The proposal estimates a 2½ month timeframe for completion of the study. However, staff believes that this may be optimistic and believes a 6-8 month timeframe may be more realistic. Per the terms of the CMAP grant, the study must be completed by June of 2013.

Action Requested. It is requested that the Village Board waive competitive bidding and approve the attached contract with Houseal Lavigne Associates, Gary Weber Associates, Walker Parking Consultants and Engineering Resource Associates in the amount of \$50,000 for completion of the downtown streetscape and parking study subject to review and approval by the Village Attorney.

Attachments. Request for Proposals
List of Proposals Received
Letter of Clarification from Houseal Lavigne and Gary Weber and Associates
Proposal
Draft Contract

Cc: Phil Norton, Police Chief
Julius Hanson, Public Works Director
Bob Minix, Public Works Professional Engineer
Kasey Matthews, Planning Intern
Lindsey Banks, CMAP

X:\Plandev\PLANNING\DOWNTOWN\Downtown Plan\Implementation\Streetscape and Parking Study\VB
Memo 051512 Consultant Selection.doc

**DOWNTOWN GLEN ELLYN
STREETSCAPE PLAN AND PARKING STUDY
REQUEST FOR PROPOSALS
February 21, 2012**

Overview

The Village of Glen Ellyn, Illinois is seeking the services of a consultant or consultants with expertise in downtown streetscape design and parking to assist in the creation of a downtown streetscape plan and parking study. Respondents should have experience in citizen involvement, visioning, streetscape design and/or downtown parking strategies including the design of downtown parking garages. The final product will be a downtown streetscape plan and a parking study that will include an evaluation of parking management strategies, including a price component, and six potential parking garage locations. Based on the evaluation of the six parking garage locations, the Village plans to select 2 locations on which to pursue future construction. The future construction of these 2 garages is not part of the scope of this study.

In October 2010, the Chicago Metropolitan Agency for Planning (CMAP) adopted a comprehensive regional plan, GO TO 2040, for the seven counties making up the Chicago metropolitan area including Cook, DuPage, Kane, Kendall, Lake, McHenry and Will. Implementation of GO TO 2040 is supported by the Community Planning grant program and is designed to provide assistance to municipalities for projects linking land use and transportation that are consistent with the regional plan. Glen Ellyn was awarded a Community Planning Grant from CMAP in August of 2011, to fund this downtown streetscape plan and parking study.

Background

In October of 2009, the Village adopted a Downtown Strategic Plan. This downtown streetscape and parking study is intended to further some of the recommendations of the Strategic Plan and assist in creating an *“economically-viable Downtown that is attractive to citizens and businesses.”* A number of projects intended to further the recommendations in the Downtown Strategic Plan are currently underway or were recently approved, including:

- A study evaluating the possibility of changing the downtown’s one-way streets to 2-way streets.
- A recently adopted TIF district.
- The possible creation of a new downtown historic district.

The Village also recently facilitated the creation of a new downtown organization. The primary responsibilities of the Alliance of Downtown Glen Ellyn are downtown marketing and events. The Alliance also serves as an ombudsman for downtown businesses. The Village anticipates that the Alliance will be actively involved in this study by facilitating input from downtown business and property owners. A copy of the Village of Glen Ellyn Downtown Strategic Plan can be found at www.glenellyn.org.

Existing Conditions

The Village of Glen Ellyn is located approximately 25 miles west of Chicago and has a population of 27,400. Glen Ellyn is an attractive and desirable suburban community noted for its quality residential neighborhoods, “small-town” atmosphere, historic downtown, and variety of public and institutional amenities. Glen Ellyn is primarily a single-family residential community.

The downtown covers approximately 72 acres (.112 square miles), includes approximately 200 parcels, and contains 2 zoning districts, the C5A Central Business District Central Retail Core and the C5B Central Business District Central Service Subdistrict (see Exhibit A “Study Area Map”). The downtown is one of three commercial areas in the Village (the others include the Roosevelt Road corridor and the Stacy’s Corners district). There are a number of historic buildings in the downtown as well as a handful of more recent developments.

In the heart of downtown Glen Ellyn is a Metra Station that provides easy access to and from Glen Ellyn. An estimated number of 130 commuter and freight trains pass through the downtown each day. As a result, the rail line effectively divides the central business district into a north side and south side. The Illinois Prairie Path, a 61-mile multi-use path running from Elgin to Forest Park, runs alongside the railroad tracks through the downtown.

There are currently over 3,000 public and private parking stalls in the downtown making up a combination of permitted, hourly, metered and unrestricted stalls. Just over half of the 3,000 stalls are public or on-street. The remaining stalls are on private property serving individual businesses or property owners. Parking stall counts and parking lot occupancy surveys can be found in the Village’s Downtown Strategic Plan, Appendix C - Chapter 6.

Existing streetscape improvements in the downtown include concrete sidewalks, decorative street lights, street trees, benches, fencing and signage. The style and design of many of these improvements is inconsistent. Among other things, the downtown could benefit from additional streetscape improvements including better defined crosswalks, the introduction of additional hardscape materials, enhanced landscaping and an overall consistency of design elements.

Scope of Work

The selected consultant or consultants will be expected to work with Village staff, the Architectural Review Commission (ARC), Plan Commission (PC) and the Village Board of Trustees (Village Board) to complete a Downtown Streetscape Plan and Parking Study. In completing the study, the consultant(s) should perform the following tasks:

Task 1: *Kick-off Meeting with Village Staff*

Consultant(s) will meet with Village staff to review the scope of services, project timeline, share relevant information and documents, and answer any questions the consultant(s) may have.

Task 2: *Develop Streetscape Area Improvement Boundaries and Meet with ARC*

Present and receive feedback from the ARC at a public meeting on potential boundaries for different levels of streetscape improvements to be used throughout the study area. Share images of various streetscape designs/concepts to gauge the ARC’s and community’s tastes and preferences.

Task 3: *Prepare Preliminary Streetscape Plan*

Prepare preliminary streetscape plan including recommendations for items such as landscaping, decorative pavers, street furniture, tree wells and grates, tree spacing, tree types, tree replacements, bike paths, bike racks, the placement of way-finding, gateway, and other signage, and an evaluation of opportunities to widen sidewalks.

- Task 4: *Preliminary Evaluation of Parking Management Strategies and Potential Parking Garage Locations*
Review the results of a parking survey completed as part of the Downtown Strategic Plan, research existing downtown parking management strategies and evaluate the impacts of potential parking management strategies such as time limits, shared parking, permits, pricing and other strategies (some information is already contained in the Downtown Strategic Plan). Recommend appropriate parking management strategies for downtown Glen Ellyn and evaluate the 6 identified potential parking garage locations based on the number of parking spaces possible at each location, effect on streetscape and estimated costs for construction and maintenance.
- Task 5: *Prepare Preliminary Streetscape Plan and Parking Evaluation*
Based on the completed research and analysis, the consultant(s) will prepare a preliminary streetscape plan and parking evaluation.
- Task 6: *Meeting with Village Staff*
Meet with Village Staff to present and review the preliminary streetscape plan and parking evaluation.
- Task 7: *Meeting with the ARC*
Present the preliminary streetscape plan to the ARC at a public meeting and receive comments from the public. The ARC will then make a recommendation to the Village Board on the plan.
- Task 8: *Meeting with the PC*
Present the findings of the preliminary parking study to the PC at a public meeting and receive comments from the public. The PC will then make a recommendation to the Village on the plan.
- Task 9: *Prepare Revised Streetscape and Parking Study*
Revise the streetscape plan and parking study based on feedback received at the ARC and PC meetings.
- Task 10: *Meeting with the Village Board*
Present the proposed streetscape plan and the parking study to the Village Board of Trustees at a workshop meeting and receive comments from the public and the Village Board.
- Task 11: *Prepare Final Revisions to Downtown Streetscape Plan and Parking Study*
Prepare revised streetscape plan and parking study based on feedback received at the Village Board meeting.
- Task 12: *Final Presentation to the Village Board and Plan Approval*
Present the revised streetscape plan and parking study to the Village Board for adoption.

Throughout the public review process, the selected consultant(s) may be requested to attend an additional 1-3 public meetings of the Village's choice. If significant changes are requested after the ARC and PC meetings (Tasks 8 and 9 above), it is likely that these additional meetings could come in the form of additional meetings with one or both of these Commissions. All submitted

proposals should include the cost for attending any additional meetings beyond those identified in Tasks 1-12 above if it would impact the quoted costs of work.

Submitted proposals should also include a breakdown of the cost for the parking garage study portion of the project on a per garage basis.

Desired Outcome

The final product should be a plan or plans that utilize visual aides to clarify suggestions and recommendations and includes the following components:

The Streetscape Portion of the Study Should Include:

- Assessment of the existing downtown streetscape.
- Assessment of community tastes and preferences related to streetscape design.
- Assessment of needed streetscape amenities.
- If appropriate, boundaries for the installation of different levels of streetscape improvements should be clearly identified.
- Recommendations for the style and location of landscaping, decorative pavers, street furniture, bike paths and bike racks, the placement of way-finding, gateway, and other signage, an evaluation of opportunities to widen sidewalks, and any other appropriate streetscape improvements that may be suggested by the consultant(s).

The Parking Portion of the Study Should Include:

- Assessment of existing parking conditions and capacities (parking data can be found in the Downtown Strategic Plan, Appendix C - Chapter 6).
- Assessment of potential parking management strategies.
- Evaluation of the 6 potential parking garage locations, including:
 - ♦ Sketches of potential parking garage layouts;
 - ♦ Number of parking stalls possible;
 - ♦ Exterior design concepts;
 - ♦ Estimated construction costs for each level;
 - ♦ Financial feasibility including construction and maintenance costs; and
 - ♦ The pros and cons of each location.

Some of this information is already available in the Downtown Strategic Plan for 2 of the 6 locations.

- A recommendation for improved parking management strategies including such things as time-limits, pricing and location.
- A recommendation for 2 preferred parking garage locations.

All final plans and documents should be in a format suitable for presentation to the Village Board and include, where appropriate, sufficient detail so they may be utilized to develop construction drawings. An electronic copy of the final approved study and 20 bound color copies should be provided to the Village.

Submission Requirements

Interested consultants should submit 6 hard copies of the proposal plus 1 digital copy on disc. Consultants may partner together to meet the goals of the study. The following information should be included in the proposal.

- 1-2 page Statement of Qualifications summarizing the particular advantages of the team for the streetscape plan and/or the parking management study.
- 1-2 page statement of approach that would be used to complete the project.
- Key team member resumes/qualifications and proposed role on the team.
- At least three references, with contact information, preferably for comparable projects.
- Estimated timeframe needed to complete the project.
- Hourly rates for proposed team members.
- Estimated cost for each portion of the study (streetscape and parking) along with a total estimated project cost. The costs to attend any additional meetings and the study costs per potential garage site should also be identified.

Applicants are also encouraged to include excerpts of plans from other similar projects.

Evaluation

Proposals will be evaluated in the following areas:

- Qualifications and demonstrated experience with similar projects.
- Reputation of firm or organization based on references.
- Project approach.
- Understanding of project needs.
- Cost to the Village for proposed services.

The Village may choose to interview finalists prior to a final decision being made.

Federal Agreements and Rights

The selected consultants will be required to abide by all federal laws including the "Agreements and Rights" attached hereto as Exhibit "B".

Inquiries

All inquiries should be directed to:

Staci Hulseberg, AICP
Planning and Development Director
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137
Phone: 630-547-5241
Email: shulseberg@glenellyn.org

Budget

The Village has been awarded a \$50,000 grant from the Chicago Metropolitan Agency for Planning to complete all aspects of the study.

Deadline

All responses should be submitted to the attention of Planning and Development Director Staci Hulseberg no later than 4:00 pm on Friday March 30, 2012. Late submissions will not be considered.

Table of Downtown Streetscape Plan and Parking Study Proposals Received
Planning and Development Department
May 16, 2012

Consultant Team	Project Cost	Reimbursable Costs
<i>Altamanu Inc with ERA & Walker Parking Consultants</i>	\$49,695	
<i>Daniel P Coffey & Associates with Parking Design Group</i>	\$45,000	Estimated Expenses: \$1,500 (printing, travel, delivery, etc.)
<i>Epstein Global with Sam Schwartz Engineering</i>	\$66,816	Estimated Expenses: \$10,022 (15% of fee)
<i>Exp US Services</i>	\$50,000	
<i>Hitchcock Design Group with Walker Parking Consultants</i>	\$50,000	Printing, delivery and mileage
<i>Houseal Lavigne Associates with Gary Weber Associates, ERA & Walker Parking Consultants</i>	\$50,000	
<i>Kimley-Horn and Associates with Jacobs/Ryan Associates</i>	\$50,000	
<i>Lakota Group with Rich and Associates</i>	\$45,735	Estimated Expenses: \$3,430 (7.5% of fee) Travel, delivery, printing, data and special supplies/documents as needed
<i>Norris Design with Carl Walker & Spaceco</i>	\$47,700	Printing, delivery and mileage
<i>RATIO Architects with Walker Parking Consultants</i>	\$50,000	
<i>SAA Design Group with Carl Walker</i>	\$48,900	
<i>Terra Engineering</i>	\$74,460	Estimated Expenses: \$3,400 (includes printing, delivery, travel)
<i>Teska Associates with Desman Associates & Patrick Engineering</i>	\$50,000	
<i>URS with PPK Architects</i>	\$47,855	Estimated Expenses: \$1,636



GARY R. WEBER
ASSOCIATES, INC.

DATE: May 14, 2012

TO: Staci Hulseberg, AICP Director, Planning and Development

FROM: Gary R. Weber Associates and Houseal Lavigne Associates

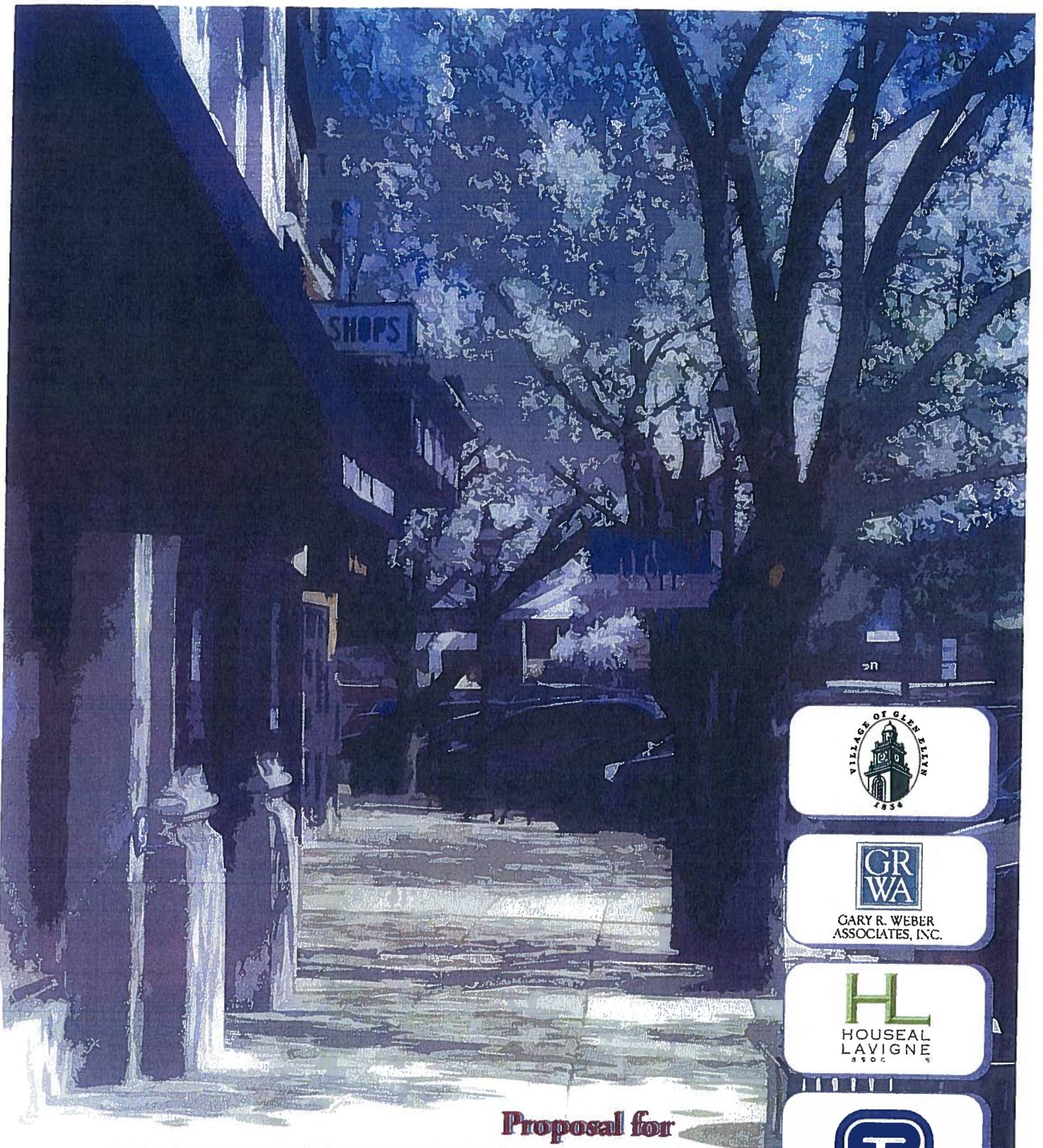
RE: Downtown Glen Ellyn Streetscape and Parking Study

In follow up to our discussion, the team of Gary R. Weber Associates (GRWA), Houseal Lavigne Associates (HLA), Walker Parking and Engineering Resource Associates is extremely excited to begin working with the Village of Glen Ellyn on this important project.

Per your direction, HLA will assume the lead role and will serve as the project liaison with Village staff and officials. While GRWA will be responsible for assessing streetscape elements and materials, HLA will be directly involved in preparing graphics, maps and recommendations. As previously presented, HLA will be responsible for public outreach (including but not limited to, preparation of a Visual Preference Survey) and provide additional graphic and planning support where needed.

All other roles and responsibilities of the Project Team members are unchanged and the project budget remains as originally proposed.

Please do not hesitate to contact us if you have any questions or require additional information or clarification.



**Proposal for
DOWNTOWN GLEN ELLYN
STREETSCAPE AND
PARKING STUDY**

March 30, 2012



GARY R. WEBER
ASSOCIATES, INC.



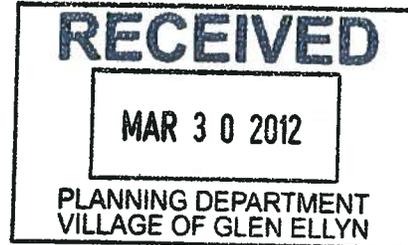
WALKER
PARKING CONSULTANTS



GARY R. WEBER ASSOCIATES, INC.
LAND PLANNING LANDSCAPE ARCHITECTURE

March 30, 2012

Ms. Staci Hulseberg, AICP
Planning and Development Director
Village of Glen Ellyn
535 Duane Street
Glen Ellyn, IL 60137



SUBJECT: Downtown Glen Ellyn
Streetscape Plan and Parking Study

Dear Ms. Hulseberg:

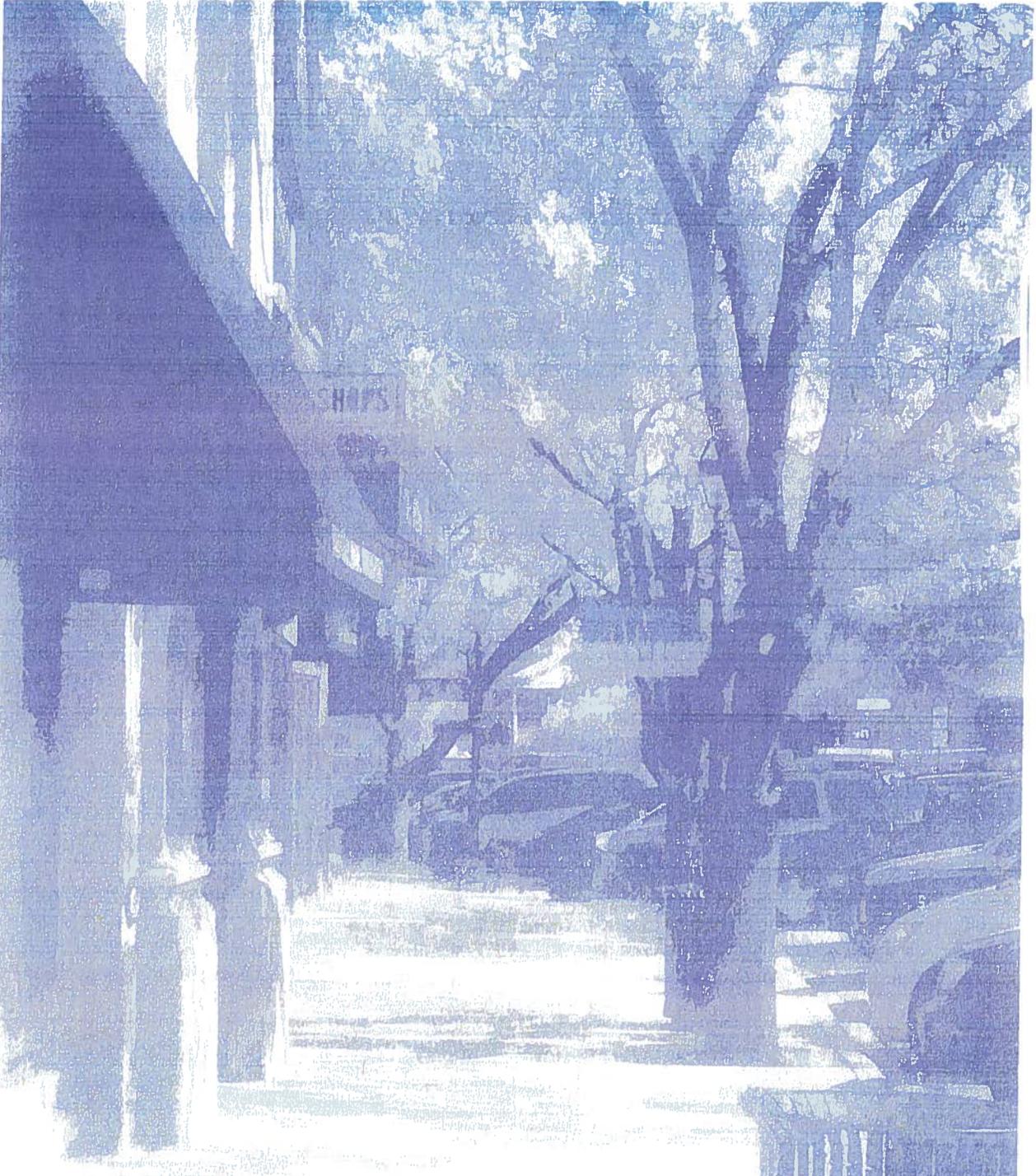
As per your request, Gary R. Weber Associates, Inc. in collaboration with Houseal Lavigne Associates, Engineering Resource Associates, Inc., and Walker Parking Consultants is pleased to provide the following proposal for Downtown Glen Ellyn Streetscape and Parking Study.

For this assignment we have assembled a team of highly qualified planners, landscape architects and engineers to address site analysis, public involvement, visioning design alternatives, and final plans and reports.

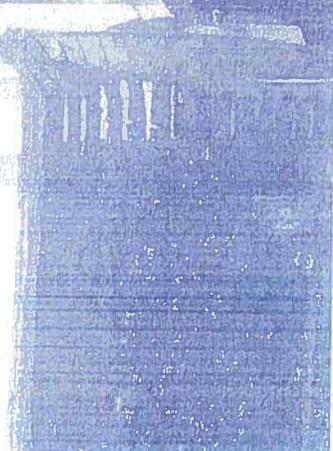
We look forward to helping you achieve the community's vision and working with Village Staff, the Architectural Review Commission, Plan Commission and the Village Board of Trustees on this exciting project.

Sincerely,

Gary R. Weber, ASLA
President



***Statement of Qualifications
and Project Team***



STATEMENT OF QUALIFICATIONS

We assembled a project team uniquely qualified to address each of the challenges and opportunities highlighted in the project understanding. The consultant team conducting this study is able to respond to a variety of issues, often simultaneously. The individual and collective experience and expertise of our team will provide the Village of Glen Ellyn with a valuable resource throughout the planning process and beyond. Our expertise and knowledge of best practices is complemented by an in depth insight of local issues. In addition the members of the project team have worked or are currently working together on other assignments.

PROJECT TEAM

The Project Team will be led by Gary R. Weber Associates (GRWA), and joined by Houseal Lavigne Associates, Engineering Resource Associates, Inc. (ERA), and Walker Parking Consultants.

Gary R. Weber Associates, Inc.

GRWA is a LEED accredited award-winning full service landscape architecture firm and has extensive experience with public streetscape in urban and suburban environments. GRWA will serve as the prime consultant focusing on the streetscape plan component of the project.

Houseal Lavigne Associates

Houseal Lavigne Associates is nationally-recognized for their integrated approach to downtown planning and will serve as the planning and community involvement consultant for this project. The firm's innovative approach to planning, graphic capabilities, and use of technology, accompanied with outstanding community outreach distinguish them from other planning firms.

Engineering Resource Associates, Inc.

ERA is a full service engineering, environmental, structural, and surveying firm with specialized expertise in downtown streetscape, transportation, infrastructure and storm water projects. We are a client-focused consulting firm dedicated to providing responsive service, outstanding technical expertise, consistent quality and superior service to all of our clients.

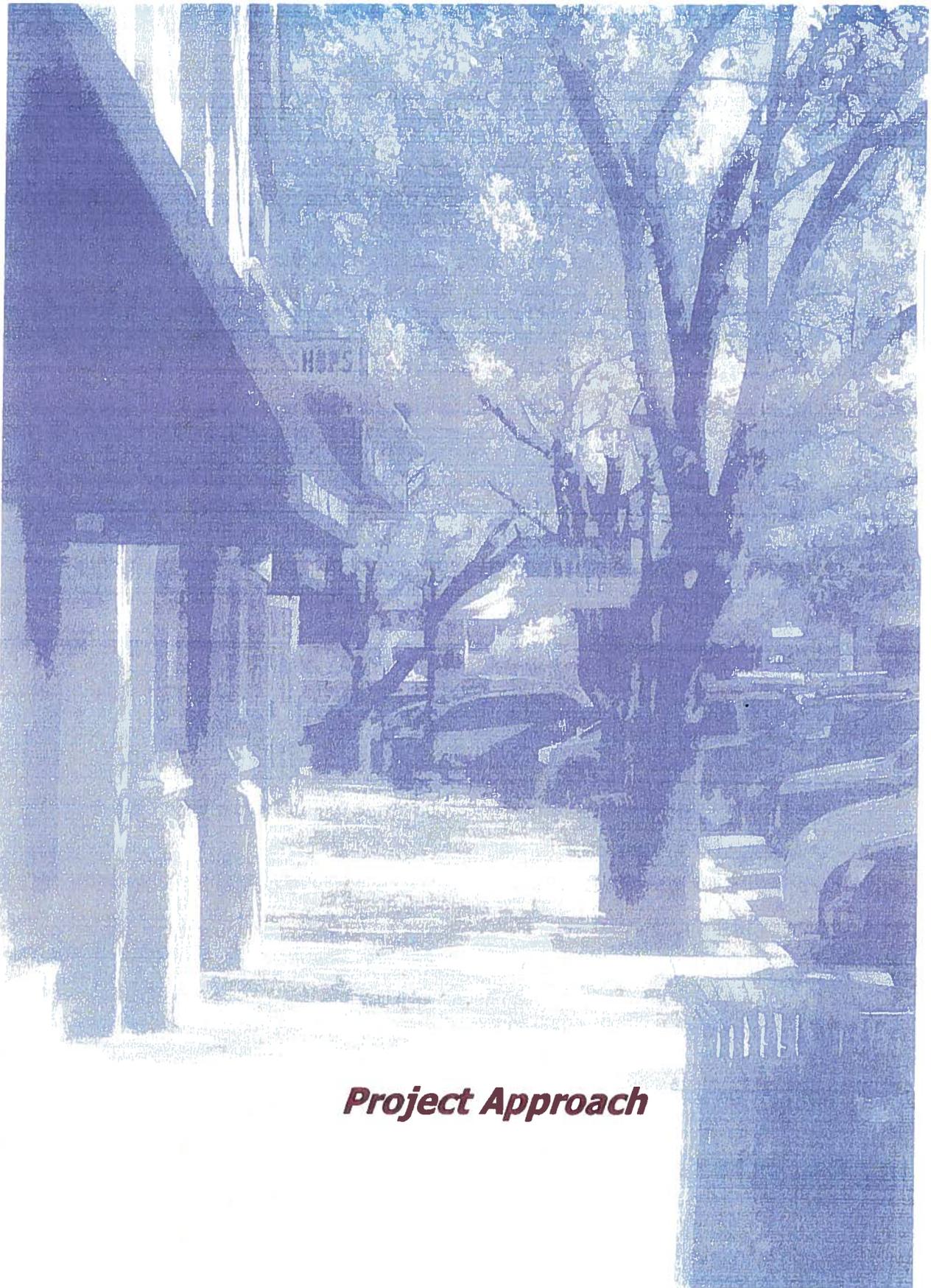
Walker Parking Consultants

Walker is a leader in the parking industry with over 45 years of experience. As recognized innovators in parking technology and policy, Walker has an extensive knowledge base that provides a unique understanding of their clients' needs and requirements. Parking is not just a design exercise; it is their passion and chief concern.

Walker is already familiar with Glen Ellyn having been involved in two studies that also included parking reviews in the community. They are an expert in the field of planning, design and restoration of parking. The parking textbook, as well as many industry standards, have been authored by Walker's staff.

Their demonstrated experience is evident throughout the world with a heavy concentration in the Chicago area. Walker has been involved with more Illinois municipal clients than any other parking consultant. They have over 35 municipal clients in Illinois. 85% of their work is for repeat clients, just like Glen Ellyn.





Project Approach

PROJECT APPROACH – Streetscape Plan

The Village of Glen Ellyn is seeking consulting services for a downtown streetscape plan and parking study. The services will include citizen involvement, visioning, streetscape design and downtown parking strategies.

The completed streetscape plan will include an overall master plan, options for various levels of streetscape types, streetscape components such as lighting, paving, landscaping, street furnishings, etc., as well as placement for wayfinding, gateway and other site improvements.

The streetscape design will be integral to the citizen involvement process as well as thoroughly coordinated with the Parking Study. We understand the importance of cost-effective, aesthetically appropriate and meaningful streetscape improvements. The following is our recommended project approach:

Information Collection and Base Mapping

We will conduct a downtown streetscape site review and analysis of existing improvements, including, but not limited to existing sidewalks, pavements, crosswalks, decorative street lights, street furniture, wayfinding signage, landscape islands and planters and existing trees and landscaping. Included in this task will be existing public spaces and site features. We will incorporate the use of existing data from the county for the project area: contour mapping, tax mapping, sanitary, water and storm atlases, as well as floodway mapping.

Deliverables: Existing streetscape analysis and report depicting conditions and recommendations for improvements.

Visual Preference Survey

As part of the public outreach, we will prepare a Visual Preference Survey (VPS) designed to solicit opinion on design elements for the streetscape as well as the parking deck. Separately, a questionnaire and online VPS would be created to allow for an additional means of allowing for resident participation. We will work with Village staff to determine whether a separate project website is needed or if a simple link from the Village's homepage would be most appropriate.

Deliverables: Visual Preference Survey, questionnaire and online VPS.

Design and Material Alternatives

Occurring concurrently with the Visioning and Parking Study, design alternatives will be prepared for streetscape improvements. Preliminary design guidelines will be prepared and include streetscape material and furnishing options, representative improved plant lists as well as potential appropriate best management practices.

A brief summary of the Research and Analysis information relating to conceptual infrastructure and drainage issues in regard to streetscape improvements will be prepared and reviewed with Village staff representatives, as necessary.

Deliverables: Alternative plans, perspective sketches, cross sections and material graphics and photos depicting options for streetscape improvement. Summary of infrastructure and drainage issues relating to streetscape improvements.



Streetscape Plan

Based upon selected alternatives we will prepare a conceptual streetscape plan with enlarged details and Sketch-Up views of key areas, boundaries depicting different levels of streetscape treatment will be identified. Design Guidelines will be prepared for improvements depicting selected paving, street furniture, decorative street lighting, as well as recommended improved plant material.

Deliverables: Conceptual Streetscape Plan, Itemized Cost Analysis, Design Guidelines.

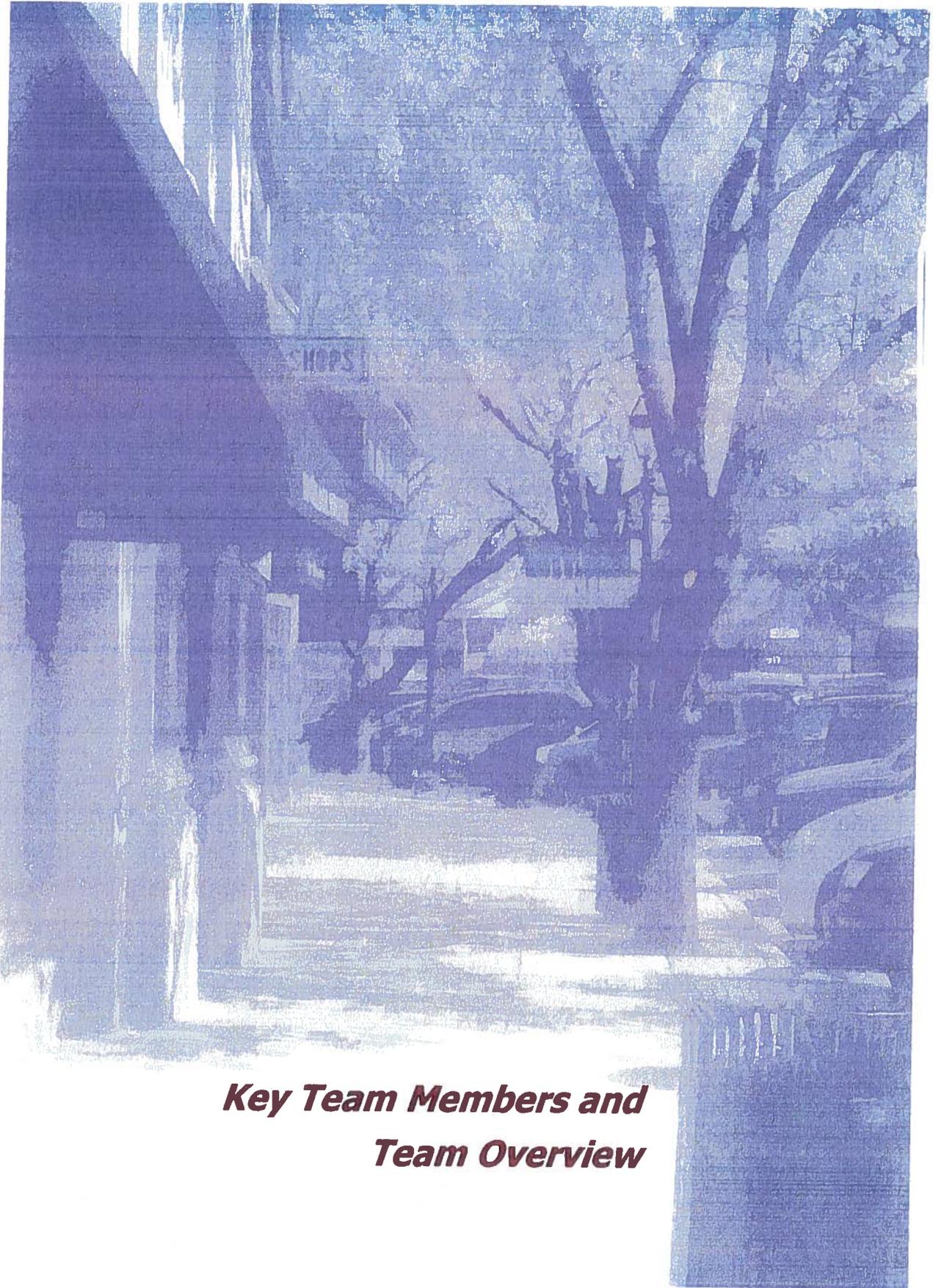
PROJECT APPROACH — Parking Garage Study

The key to Walker's project approach is the integration of direct, honest and timely communication, collaboration with community stakeholders, and technical expertise. Walker's multi-disciplinary team will collaborate from the onset to build a comprehensive parking assessment that addresses the community's changing landscape. We will leverage our firsthand experience and understanding of downtown Glen Ellyn, while performing multiple layers of investigation in order to ensure a complete analysis. Our local knowledge and leadership in parking planning are essential components that will allow our project team to put forth recommendations that provide clear direction for the Village of Glen Ellyn.

The initial phase of the analysis includes gathering market data and facilitating stakeholder meetings. The information obtained during this phase serves as a foundation from which our team begins to develop management strategies and future development recommendations. We at Walker understand multifaceted planning studies and know the importance of establishing relationships with key stakeholders in order to develop a successful plan. We envision working with representatives from the Village staff, the Architectural Review Commission (ARC), Plan Commission (PC) and the Village Board of Trustees (Village Board) to complete the parking study. To ensure a process of transparency and collaboration, Walker will establish a communication plan with the Village during this initial phase that includes weekly teleconference calls, scheduled work sessions, stakeholder interviews, and a project web site.

The next phase consists of Walker's assessment of parking conditions, parking management strategies, and six (6) potential parking garage locations. To ensure progress and consensus among the project team, task memorandums are provided to the Village for review at key decision points during the project. The task memorandums provide an opportunity for the Village to gain an understanding of applied methodology, source data, and recommendations. This process is particularly important when analyzing parking policy and potential development locations. Parking policies can impact mode choice and the need for additional parking. Parking structures are expensive and in the current economic climate, costs are heavily scrutinized and controlled and we expect that Village stakeholders intend to make financially prudent and responsible decisions. Walker will help by providing the information needed to make these decisions.

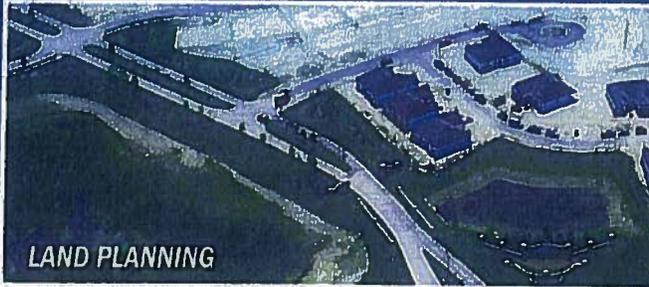




***Key Team Members and
Team Overview***



GARY R. WEBER
ASSOCIATES, INC.



LAND PLANNING



PLANTING DESIGN



SITE PLANNING



URBAN DESIGN



PROJECT MANAGEMENT



PARK PLANNING



CONSTRUCTION COORDINATION

Land Planning

Urban Design

Site Planning

Park Planning

Planting Design

Construction
Coordination

Project
Management

www.grwainc.com

212 SOUTH MAIN STREET
WHEATON, ILLINOIS 60187
TELEPHONE: 630-668-7197
FACSIMILE: 630-668-9693

COMPANY PROFILE

Gary R. Weber Associates, Inc. (GRWA) is an established land planning and landscape architectural firm offering a wide range of services in planning and design. Incorporated in 1982, GRWA has a high level of professional expertise in both the public and private sectors, offering hands-on experience committed to creative design, environmental quality and community values. Staff includes Land Planners, Landscape Architects, and Landscape Designers with LEED accreditation and extensive experience in large and small scale projects, as well as, design, graphic and CAD support for presentations and working drawings.

AWARDS AND RECOGNITION

- Mayor Daley's Landscape Awards for 2008 -
1st Place Riverfront Landscape, Blue Cross and Blue Shield
- Commercial Real Estate Award 2003 -
Suburban Development of the Year, The Pampered Chef
- Home Builders Association of Greater Chicago -
Outstanding Design in Land Planning Mixed Use Development
Silver Key Award, 1999 - Manchester Lakes
Outstanding Design in Landscape Architecture Single Family Development
Gold Key Award, 2005 - Waterford, 2001 - Kensington Club
Outstanding Design in Landscape Architecture Mixed Use Development
Bronze Key Award, 2000 - Creekside
- "Growing Sensibly: A Guidebook of Best Development Practices in the Chicago Region.", 1998 - Brantley Place, Wheaton, IL, Illinois Metropolitan Planning Council.
- American Public Works Assoc., 1991, Urban Design Plan/Itasca Historic District
- Office Development of the Year, NATOP
1997 - Highland Landmark I, 1994 - Allstate Insurance Company
- Project of the Year, 1991, Itasca Historic District, Illinois Municipal Review



GARY R. WEBER ASSOCIATES, INC.

212 SOUTH MAIN STREET
WHEATON, ILLINOIS 60187
TELEPHONE: (630) 668-7197
FACSIMILE: (630) 668-9693

www.grwainc.com

RESUME

GARY R. WEBER, ASLA

EDUCATION:

B. S. Landscape Architecture
1976. Pennsylvania State
University

REGISTRATION:

Landscape Architect:
State of Illinois, 1991
#157-000154

State of Michigan 1982 by
Uniform National Exam
Certification #000941

State of Wisconsin, 2011
#630-014

AFFILIATIONS:

American Society of Landscape
Architects

Naperville Riverwalk Consulting
Landscape Architect

The Conservation Foundation

PERSONNEL QUALIFICATIONS

Gary R. Weber, ASLA is the founding principal of GRWA. He has more than thirty years of experience in providing services in Landscape Architecture and Land Planning for public and private clients. He has received recognition for his work from a variety of sources, including the Metropolitan Planning Council, American Public Works Association, National Association of Industry and Office Parks and the Home Builders Association of Greater Chicago.

Gary holds a bachelors in Landscape Architecture from Pennsylvania State University and is a member of the American Society of Landscape Architects, and is the past-chairman of the Wheaton Downtown Design Review Board. He is a licensed Landscape Architect in Illinois, Michigan, and Wisconsin.

REPRESENTATIVE PROJECTS



Naperville Riverwalk
Naperville, Illinois

As consulting landscape architect for the Naperville Riverwalk, Gary has directed and designed reconstruction projects, wayfinding signage as well as a new Millennium wall. The 1.25 mile Riverwalk corridor provides the community with a variety of special events, festivals and opportunities for passive and active recreation.



Butterfield Center for Business & Industry
Aurora, Illinois

Gary directed land planning and landscape architecture for this 900 acre research and Industrial development. The design work included overall park theming, monumentation and signage design, guidelines for individual sites, a trail system tied into the Illinois Prairie Path, as well as naturalized storm water management.



Wheaton Bible Church
DuPage County, Illinois

As a member of the design team, Gary assisted in the approval process, site planning and design of landscape and site amenities. Wheaton Bible Church is a 47 acre master planned campus that includes a ceremonial entrance, a secured children's play area, a 1 mile walking path, a play field, an outdoor cafe, a worship garden, and the potential for a multi-use outdoor amphitheater.



GARY R. WEBER ASSOCIATES, INC.

212 SOUTH MAIN STREET
WHEATON, ILLINOIS 60187
TELEPHONE: (630) 668-7197
FACSIMILE: (630) 668-9693

www.grwainc.com

RESUME

**RICHARD E. OLSON, RLA,
LEED-AP**

EDUCATION:
Bachelor of Landscape
Architecture, 1995, Iowa State
University

REGISTRATION:
Registered Landscape Architect:
State of Illinois, #157-001037

Leadership in Energy and
Environmental Design, Accredited
Professional (LEED - AP)

PERSONNEL QUALIFICATIONS

Richard E. Olson, RLA, LEED AP

Richard Olson has more than fifteen years of land planning and landscape architecture experience that ranges from conceptual through final design as well as preparation of construction documents and construction observation. Mr. Olson has been involved in assignments ranging from individual site plans and streetscapes to master plans covering more than 700 acres. His design and construction experience includes recreational parks, public plazas, urban streetscape planting plans, and entry feature development. Recent experience includes preparing and managing projects for residential land planning, municipal planning for an industrial/commercial revitalization plan, park plans and urban design for community improvement/streetscape development.

Rich holds a bachelor's in Landscape Architecture from Iowa State University. He is a licensed Landscape Architect in Illinois and is a LEED accredited professional.



**Gateway
Elk Grove Village, Illinois**



**Residential Gateway
Elk Grove Village, Illinois**



**Liberty Mutual
Hoffman Estates, Illinois**

REPRESENTATIVE PROJECTS

Gary R. Weber Associates, Inc. was selected as part of a planning team to update the Industrial Commercial Revitalization Master Plan. Rich served as the project landscape architect and worked primarily on the development of Urban Design Guidelines, and Corridor Streetscape Prototypes that included Gateway and Identity Signage.

Rich has been working with the Village of Elk Grove in developing community-wide gateways, and a wayfinding signage program that includes a community service plaza and landscape improvements.

Rich has extensive experience on LEED design projects as a LEED accredited professional. His experience includes conceptual design through construction documentation for LEED certification utilizing many green technologies and sustainable landscape design concepts.



GARY R. WEBER ASSOCIATES, INC.

212 SOUTH MAIN STREET
WHEATON, ILLINOIS 60187
TELEPHONE: (630) 668-7197
FACSIMILE: (630) 668-9693

www.grwainc.com

RESUME

RICK KILE

EDUCATION:

Bachelor of Landscape
Architecture
2004, University of Illinois

REGISTRATION:

Licensed Landscape Architect
State of Illinois, #157001389

PERSONNEL QUALIFICATIONS

Rick Kile

With nearly ten years of experience, Rick Kile has worked on a wide variety of projects throughout the United States that include community development, park and trail design, historical preservation, commercial, and residential design. His involvement with these projects ranges from conceptual design through construction observation. Rick holds a Bachelors of Landscape Architecture from the University of Illinois, and is a licensed landscape architect in Illinois.



Winfield Riverwalk
Winfield, Illinois

REPRESENTATIVE PROJECTS

As a member of the Winfield Riverwalk team, Rick has contributed to preliminary design and layout, as well as developed project graphics. The Riverwalk and Towncenter, adjacent to Central Dupage Hospital will help to provide greenspace and park amenities to the Village of Winfield, and provide regional trail connections.



Esplanade
Arlington Heights, Illinois

While at HKM Architects+Planners, Rick directed site design and landscaping for the Esplanade retail development in Arlington Heights. The modern architecture of the project led the landscape in a similar direction, developing a harmonious style throughout the site.



Botanica at Stapleton
Denver, Colorado

Rick was a member of the re-design team, and later the project manager of Phase II of Botanica at Stapleton development for client Forest City, while employed at Nuszer-Kopatz Urban Design Associates in Denver, CO. Stapleton is one of the premier sustainable developments in the country, and as such, measures were taken to ensure that Botanica met the high standards set forth. Rick was tasked with conceptual development through construction documentation.

Houseal Lavigne Associates

Firm Profile

Houseal Lavigne Associates is an award-winning community planning, economic development, market and financial analysis, urban design, and citizen engagement firm with extensive experience in a range of assignments, including design and development guidelines, transit-oriented development plans, zoning and overlay districts, downtown and commercial area planning, corridor planning, comprehensive planning, outreach and facilitation, development and redevelopment projects, urban design, sustainability, and project financing and implementation. We strive for a true collaboration of disciplines and talents, infusing all of our projects with creativity, viability, and a dynamic sense of community.

Houseal Lavigne Associates consists of a team of dedicated professionals trained and experienced in the fields of community planning and economic development. Collectively, the senior staff of Houseal Lavigne Associates has worked with more than 125 communities in several states and brings decades of professional planning experience to work for both public and private sector clients. Our philosophy and approach to community planning, visioning, goal setting, and implementation is built on a foundation of professional knowledge, experience and a track record of award-winning projects. Our approach to planning combines extensive community outreach and participation, highly illustrative and user-friendly maps and graphics, and utilization of available technologies.

Commitment to Creativity We believe vision and creativity are among the most important components of good planning and design, and we pledge to provide fresh, responsive, and intriguing ideas for local consideration.

Graphic Communication We believe all planning processes and documents should utilize a highly illustrative and graphic approach to better communicate planning and development concepts in a user friendly, easy to understand, and attractive manner.

Technology Integration We believe that the integration of appropriate technologies should be used to improve the planning process and product - improving communication and involvement with the public, gathering and assessing vital information, and producing more effective documents and recommendations.

Client Satisfaction We believe in establishing client satisfaction as our top priority and strive to achieve it by developing and maintaining strong professional relationships, being responsive to clients' concerns and aspirations, and always aiming to exceed expectations.



- Comprehensive Planning
- Downtown Planning
- Transit Oriented Development
- Corridor Planning
- Neighborhood & Subarea Planning
- Zoning/Regulatory Controls
- Design Guidelines
- Land Planning and Site Design
- Park & Recreation & Trail Master Planning
- Market & Demographic Analysis
- Fiscal/Economic Impact Analysis
- Development Services
- Retainer Services



John A. Houseal, AICP

Principal

John is a Principal and Co-founder of Houseal Lavigne Associates and has established himself as one of the region's top urban planning professionals. John's reputation and expertise within the profession as a leader in urban planning, contemporary development practices, and community outreach has garnered him wide recognition and numerous planning awards. John has been a featured speaker at national, regional, state, and local events and conferences for issues related to urban planning, zoning, transportation, context sensitive design, and environmental issues. John is recognized as one of the top community facilitators, consensus builders, and citizen participation experts in the region.

John maintains professional memberships with Lambda Alpha International, American Planning Association, the American Institute of Certified Planners, the National Trust for Historic Preservation, and Urban Land Institute. John received a Bachelor of Science in environmental sciences from University of Michigan and a Master of Environmental Planning for environmental and urban planning from Arizona State University. John is also an AICP certification instructor and has been responsible for preparing Illinois planners for professional certification since 2005.

Prior to co-founding Houseal Lavigne Associates, John was a Principal and the Director of Urban Planning for URS Corporation, a global multi-disciplinary engineering firm based in San Francisco, California. Working from the Michigan Avenue office in Downtown Chicago, John oversaw and directed the firm's urban planning and community development projects, often coordinating on assignments throughout the country. Prior to being the Director of Urban Planning for URS Corporation, John was a Principal with Trkla, Pettigrew, Allen and Payne (TPAP) a prominent planning and economic development firm in the City of Chicago. While a Principal at TPAP, John directed a wide range of urban planning and community development assignments throughout the Midwest.

From revitalization plans for Chicago's south side neighborhoods to regional highway corridor studies, John has directed, managed, and assisted with a wide range of planning assignments. John has directed a number planning and development related assignments in several states, including comprehensive plans, corridor plans, downtown plans, neighborhood plans, master development/site plans, and more. John has also directed the updates, amendments, and creation of entirely new zoning ordinances, sign ordinances, planned unit development ordinances, overlay districts, and design and development guidelines.

Several unique and very significant assignments have been directed by John and provided significant momentum in his career, including the IDOT SWS Tools for Balanced Growth Study, which was the State of Illinois' first balance growth initiative; the Cap the Ike Study, which was a study examining the creation of "new land" by capping the Eisenhower Expressway for approximately 1.5 miles; and an FAA funded study to examine land use compatibility and the O'Hare Modernization Project (OMP). As project director, John's leadership skills and planning and design expertise were pivotal to the success of these, and many other assignments.

John has received several professional planning awards and distinctions, including an ILAPA Gold Award for Planning; an ILAPA Silver Award for Plan Implementation; an ILAPA Award for Planning Education; ILAPA Awards for Strategic Planning, the DePaul University Chaddick Institute Development Award; the Greater OBCC Commercial Revitalization Award, and induction into Lambda Alpha International, an international honorary fraternity for professional excellence in the field of land economics.

Education

Bachelor of Environmental Sciences
University of Michigan

Master of Environmental Planning
Arizona State University

Memberships

American Planning Association
American Institute of Certified Planners
National Trust for Historic Preservation
Lambda Alpha International

Awards

"Education in Planning"
Zoning Seminar for Real Estate
Professionals
American Planning Association
Illinois Chapter, 1998
"Plan" Gold Award
Carpentersville Comprehensive Plan
American Planning Association
Illinois Chapter, 2007
"Implementation of a Plan" Silver Award
Palos Park Strategic Plan
American Planning Association
Illinois Chapter, 2007
Algonquin Downtown Revitalization Plan
DePaul University's Chaddick Institute for
Metropolitan Development, 2008
Strategic Plan Award
Ogden Avenue Enhancement Initiative
American Planning Association
Illinois Chapter, 2009
Commercial Revitalization Award
Oak Brook Commercial Revitalization Plan
Greater OBCC 2009
Strategic Plan Award
River Forest Corridors Plan
American Planning Association
Illinois Chapter, 2010

Certification Instructor

AICP Certification Instructor
2005 to present
APA Illinois, Missouri, and Kansas Chapters

John A. Houseal, AICP

Project Experience

Comprehensive Plans

35 Comprehensive Plans Including:

- Benton Harbor, MI
- Brookfield
- Byron
- Carpentersville
- Countryside
- Davis Junction
- Downers Grove
- Edinburgh, IN
- Evergreen Park
- Forest Park
- Freeport
- Geneva
- Glen Ellyn
- Hammond, IN
- Homer Glen
- Jackson, MO
- Kenilworth
- Marion, IA
- Melrose Park
- Morton Grove
- Mundelein
- Oakbrook Terrace
- Palos Heights
- Palos Park
- Prairie Grove
- River Forest
- Sugar Grove
- Whiting, IN

Downtown Planning

15 Downtown Plans Including:

- Algonquin Downtown Plan
- Downers Grove Downtown Subarea
- Forest Park Madison Street Corridor
- Geneva Downtown Master Plan
- McHenry Downtown Plan
- Melrose Park Historic Broadway Avenue District Plan
- Naperville Downtown Plan
- Round Lake Downtown Plan
- Winfield Downtown/TOD Plan

Corridor Planning

38 Corridor Plans including:

- Bellwood Mannheim Road Corridor
- Bellwood 25th Avenue Corridor Plan
- Brookfield Ogden Ave. Corridor Plan
- Brookfield 47th Street Corridor Plan
- Brookfield 31st Street Corridor Plan
- Carpentersville IL Route 31 Corridor Plan
- Carpentersville IL Route 25 Corridor Plan
- Carpentersville Randall Road Corridor Plan
- Countryside LaGrange Road Corridor Plan
- Countryside Joliet Road Corridor Plan
- Countryside Plainfield Road Corridor Plan
- Davis Junction IL Route 172 Corridor Plan
- Hinsdale Odgen Avenue Corridor Plan
- IL 47 Corridor Study
- Kenilworth Green Bay Road Corridor Plan
- Lockport I-355 Corridor Master Plan
- Melrose Park Lake Street Corridor Plan
- Melrose Park Broadway Avenue Corridor Plan
- Montgomery Orchard Road/Blackberry Creek Corridor Plan
- Montgomery Montgomery Road Corridor Plan
- Naperville Ogden Avenue Enhancement Study
- Oak Brook 22nd Street Corridor Plan
- Palos Heights Harlem Avenue Corridor Plan
- River Forest Madison Street Corridor Plan
- River Forest North Avenue Corridor Plan
- River Forest Lake Street Corridor Plan
- River Forest Harlem Avenue Corridor Plan

Zoning & Regulatory

16 Zoning & Regulatory Assignments, including:

- Benton Harbor, MI
- Chicago
- Harwood Heights
- Kenilworth
- Carpentersville
- River Forest
- Hinsdale
- Melrose Park
- Muskogee, OK
- Murray, KY
- Oak Brook
- Oakbrook Terrace
- Palos Park
- Palos Heights
- Winnetka
- Wilmette
- Northbrook
- Marion, IA

Design & Development

Guidelines

14 Design & Development Guidelines, including:

- Geneva
- Prairie Grove
- River Forest
- Kenilworth
- McHenry
- Montgomery
- West Lafayette, IN
- Brookfield
- Algonquin
- Carpentersville
- Round Lake
- Oakbrook Terrace
- Mundelein

Special Area Planning (TOD, Neighborhoods, Special District)

22 Special Area Plans, including:

- Bellwood TOD master Development Plan
- Bellwood St. Charles Road Corridor/TOD Plan
- Countryside Dansher Industrial Park Subarea Plan
- Glenview The Glen Parcel 24 Master Plan
- Marengo TOD & Western Corridor Planning Area
- Melrose Park Rose trail Neighborhood Master Plan
- Montgomery Montgomery Preserve Subarea Master plan
- Naperville Martin Mitchell Campus Master Plan
- Oak Brook Commercial Areas Master Plan
- Oakbrook Terrace Unit 5 Area Master Plan
- Prairie Grove River Front Vision
- South Chicago Heights Station Area Plan
- Skokie Dempster Station Area Plan

Retainer Services

- Davis Junction
- Kenilworth
- Lockport
- Melrose Park
- Montgomery
- Oakbrook Terrace
- Palos Park
- Harwood Heights
- Prairie Grove
- River Forest
- Winnetka
- Round Lake



Houseal Lavigne Associates
November 2004 - Present

Education

Bachelor of Science
School of Urban and Regional Planning
Ryerson Polytechnic University

Memberships

American Planning Association
American Institute of Certified Planners
National Trust for Historic Preservation
Congress for New Urbanism
Urban Land Institute

Awards

Daniel Burnham Award
McHenry County 2030 Comprehensive Plan
American Planning Association
Illinois Chapter, 2010
"Best Practice" Gold Award
Planning Mapper
American Planning Association
Illinois Chapter, 2010
SketchUp Design Award Google.com
"Plan" Gold Award
Carpentersville Comprehensive Plan
American Planning Association
Illinois Chapter, 2007
"Project, Tool, or Program" Gold Award
Planningprep.com
American Planning Association
Illinois Chapter, 2007
Illinois Tomorrow Award
Outstanding Balanced Growth
Naperville Park District Open Space &
Recreation Master Plan

Certification Instructor

AICP Certification Instructor
2005 to present APA Illinois Chapter
2008 APA Missouri & Kansas Chapters

Devin J. Lavigne, AICP, LEED AP

Principal

Devin is a Principal and Co-founder of Houseal Lavigne Associates with special expertise in urban design, land-use planning, site planning, land planning, land-use regulation, graphic illustration and development visualization, geographic information systems and web development. Devin received his Bachelor of Science from the School of Urban and Regional Planning at Ryerson Polytechnic University in Toronto Ontario.

Devin is regarded as one of the profession's top designers and graphic specialists. Devin has presented at both national and state planning conferences about the importance in graphics and instructed on how best to communicate plans and planning concepts as well as the importance of development visualization. Devin has garnered national attention and has helped distinguish the firm's body work. At the American Planning Association's 2010 National Conference his presentation Better Graphics, Better Plans was regarded as "best in show" and at 2008 National Conference, Devin's SketchUp! portfolio was presented by Google to show planners how the software can be used by the profession.

In 2005 Houseal Lavigne Associated completed a project for NAVTEQ (Chicago Landmarks & Districts Study), the world's largest employer of map making professionals. Houseal Lavigne Associates was hired to identify key corridors and community areas for more detailed mapping in portable GPS devices. NAVTEQ used the final product to secure additional capital for research and development, and has applied mapping styles presented by Houseal Lavigne Associates into mapping programs to better present data.

Prior to co-founding Houseal Lavigne Associates, Devin was the Senior Planning Manager for URS Corporation, a global multi-disciplined engineering firm based in San Francisco, California. Working from the Michigan Avenue office in Downtown Chicago, Devin managed, directed and provided technical assistance to numerous studies. Devin joined URS through their acquisition of Trkla, Pettigrew, Allen and Payne (TPAP) a prominent planning and economic development firm in the City of Chicago.

Devin has managed, directed, authored and contributed to more than 100 planning studies including a number of downtown plans, corridor plans, subarea plans, park master plans, and comprehensive plans throughout the country. Most recently he prepared two subarea plans in Duwoody, Georgia; completed development visualization concepts for Hanover Park, Illinois; and, directed and managed Comprehensive Plans for Downers Grove, Mundelein, and McHenry County, Illinois, Muskogee, Oklahoma; and Marion, Iowa.

Devin maintains professional memberships with the American Planning Association, the American Institute of Certified Planners, the Congress for New Urbanism, the National Trust for Historic Preservation, Urban Land Institute and the National Association of Photoshop Professionals.

Devin J. Lavigne, AICP, LEED AP

Project Experience

Comprehensive Plans

24 Comprehensive Plans Including:

- Brookfield
- Brownsburg, IN
- Carpentersville
- Countryside
- Downers Grove
- Kenilworth
- Machesney Park
- Marion, IA
- McHenry County
- Melrose Park
- Muskogee, OK
- Niles
- Oakbrook Terrace
- Palos Park
- Prairie Grove
- River Forest
- Sugar Grove

Downtown Planning

10 Downtown Plans including:

- Downers Grove Downtown Subarea Plan
- Geneva Downtown Plan
- Huntley Downtown Plan
- McHenry Downtown Plan
- Murray, KY Downtown Plan
- Morton Downtown Plan
- Round Lake Round Lake Downtown Plan
- Winfield Downtown Marketing & Capacity Study

Parks & Recreation

10 Parks and Recreation assignments including:

- Geneva Open Space & Recreation Master Plan
- Naperville Park District Parks, Open Space & Recreation Master Plan
- Homer Glen Open Space & Recreation Master Plan
- Naperville Park District Naperville Trails Master Plan
- Robbins Green Community Plan
- Machesney Park Open Space Plan

Corridor Planning

25 Corridor Plans including:

- Brookfield Ogden Avenue Corridor Plan
- Carpentersville IL Route 31 Corridor Plan
- Countryside LaGrange Road Corridor Plan
- Downers Grove Ogden Avenue Corridor Plan
- Hinsdale Ogden Avenue Corridor Plan
- Illinois Route 47 Corridor Plan
- Kenilworth Green Bay Road Corridor Plan
- Melrose Park Broadway Avenue Corridor Plan
- Montgomery Orchard Road/Blackberry Creek Corridor Plan
- Naperville Ogden Avenue Enhancement Study
- Oak Brook 22nd Street Corridor Plan
- River Forest Corridors Plan

Zoning & Regulatory

3 Studies including:

- Chicago Broadway Avenue Zoning & Market Study
- City of Countryside Landscaping Ordinance
- City of Hammond, IN Landscaping Ordinance

Design and Development Guidelines

7 Guidelines including:

- Prairie Grove
- Kenilworth
- McHenry
- IL Route 47
- Brookfield
- Round Lake

Special Area Planning (TOD, Neighborhoods, Special District)

8 Special Area Plans including:

- Chicago Stockyards Market & Land Use Analysis
- Countryside Dansher Industrial Park Subarea Plan
- Oak Brook Oak Brook Commercial Areas Master Plan
- South Chicago Heights Station Area Plan
- Marengo Transit Oriented Development Plan
- Naperville Martin Mitchell Campus Master Plan
- Oakbrook Terrace Unit 5 Area Master Plan
- Winfield Downtown Winfield Marketing & Capacity Study
- Dunwoody Village Master Plan
- Dunwoody Georgetown/North Shallowford Road Master Plan

Visualization & Illustration

25 assignments including:

- Firestone Retail Development
- Westfield Old Orchard Signage
- Naperville Park District Naperville Riverwalk 3D Illustration
- Peoria River Trail Development Visualization
- Forest Park Shopping Plaza Redevelopment Sketch
- Center, Chicago Grove Shopping Center Redevelopment Sketch
- Plaza, Maywood River Pointe Plaza Rendering
- HOA, Las Vegas, NV Taos Estates Entry Monument Render
- Machesney Park Machesney Mall Redevelopment Concept
- Kenilworth Green Bay Road Redevelopment Site Illustration
- Bellwood TOD Development Visualization
- Hanover Park/Irving Park Road Development Concepts

Special Projects

- NAVTEQ Chicago Landmarks & Districts Study
- IDOT Tools for Balanced Growth

Strategic Planning

3 Strategic Plans, including:

- Oak Brook
- Palos Park
- Warrenville



Daniel T. Gardner

Principal Associate

Dan Gardner is a Principal Associate with Houseal Lavigne Associates and directs all economic, fiscal and market analysis conducted by the firm. Dan has twenty years of experience in planning, development and real estate with experience in both the private and public sectors. Prior to joining Houseal Lavigne in 2007, Dan was the Director of Consulting Services for a prominent Chicago based real estate advisory firm. While there, Dan oversaw a twenty person staff and was directly responsible for client relationships, contract negotiation and project management. Dan directed numerous complex municipal projects during his tenure with the firm.

Education

Bachelor of Science, Loyola University
Masters of Public Administration,
Illinois Institute of Technology

Boards and Commissions

Executive Committee Du Page County
Community Development Commission
Du Page County HOME
Advisory Group

Memberships

Urban Land Institute
Illinois City/County
Management Association
Illinois Development Council
Lambda Alpha International

Publications

"The Importance of Intergovernmental
Relationships " for ILCMA August 2008
"Incorporating Technology into Community
Outreach" for ILCMA October 2009

Dan was also a Senior Manager with the Chicago office of Economics Research Associates (ERA) an international economic and real estate consulting firm. In addition to managing a twelve person staff, Dan directed national and international projects. This included work with the Department of Defense related to Base Realignment and Closures (BRAC) in which plans were developed for the reuse of closed or closing military bases. Additional work included feasibility studies for development on Air Force bases throughout the United States. Prior to joining ERA, Dan was as a Senior Analyst for Clarion Associates, a national real estate valuation firm. While there he provided expert witness services related to condemnation and eminent domain issues throughout the country.

In addition to his professional experience, Dan was an elected Trustee for the Village of Glen Ellyn, Illinois from 2003 to 2007 and previously served as the Chairman of the Village's Plan Commission. He currently serves on the Executive Committee of the Du Page County Community Development Commission and the Du Page County HOME Advisory Group.

Dan has a Masters Degree in Public Administration (MPA) from the Illinois Institute of Technology (IIT) and a Bachelors of Science from Loyola University Chicago. In 2007 he was inducted into Lambda Alpha International an organization recognizing career accomplishments in the area of land economics. He is a member of the Urban Land Institute (ULI) where he formerly served on the Chicago Policy Committee and he is an active member of Illinois City, County Management Association (ILCMA).

Dan's combination of professional and government experience gives him a unique perspective that is beneficial to his clients. He understands and can relate to issues and concerns facing both private developers and public officials.

He is well versed in public speaking and meeting facilitation having conducted hundreds of meetings, throughout his professional and civic career.

Daniel T. Gardner

Project Experience

Comprehensive Plans

- Benton Harbor, MI
- Marion, IA
- Downers Grove, IL
- Freeport, IL
- Mundelein, IL
- Highwood, IL
- Glen Ellyn, IL
- Jackson, MO
- Kenilworth, IL
- Machesney Park, IL
- Palos Heights, IL
- Palos Park, IL

Downtown Planning

- Clarendon Hills, IL
- Franklin Park, IL
- Huntley, IL
- Round Lake, IL
- Shorewood, WI
- Skokie, IL
- Winfield, IL

Zoning & Regulatory

Zoning and Regulatory Studies including:

- River Forest, IL
Zoning Ordinance Updates

Strategic Planning

- Oak Brook, IL
- Lombard, IL

Special Area Planning (TOD, Neighborhoods, Special District)

- Oak Brook, IL Oak Brook Commercial Areas Master Plan
- South Chicago Heights, IL Station Area Plan
- Marengo, IL TOD & Western Corridor Planning Area

Corridor Planning

- City of Bellevue, NE
- Bellwood, IL, Manheim Road Corridor
- City of Chicago Lincoln Square
- City of Chicago Commercial Avenue
- Freeport, IL, West Galena Avenue
- Kane and McHenry Counties Illinois Route 47
- Lockport, IL I-355 Corridor Master Plan
- Milwaukee, WI 27th Street
- Naperville, IL 75th Street Market Study
- Oak Brook, IL 22nd Street Corridor Plan
- Omaha, NE Maple Street
- River Forest, IL Village Corridors Plan

Fiscal & Economic Impact Analysis

- Du Page County, IL Impact of Airport expansion

Assessment of impact of large scale developments in several municipalities including:

- City of Chicago
- Village of Glenview, IL
- Village of Hoffman Estates, IL
- Village of West Dundee, IL
- Village of Plainfield, IL
- City of Naperville, IL
- Village of North Barrington, IL

Special Projects

- Du Page County, IL Impact of Airport expansion
- Lombard Downtown Vision
- New Urbanism Analysis of mall redevelopment sites
- IL Housing Dev. Auth. (IHDA) Tax Credit Studies
- Commonwealth Edison Valuation for easements

Market & Demographic Analysis

- Chicago, IL
- Clarendon Hills, IL
- Du Page County, IL
- IL Housing Dev. Auth. (IHDA)
- Jackson, MO
- Kane County, IL
- Marion, IA
- McHenry County, IL
- Milwaukee, WI
- Mount Prospect, IL
- Naperville, IL
- North Barrington, IL
- Oak Brook, IL
- Omaha, NE
- Oklahoma City, OK
- Park Forest, IL
- Skokie, IL
- Mundelein, IL
- Lockport, IL
- South Chicago Heights, IL
- Benton Harbor, MI
- Madison, AL
- Downers Grove, IL
- Highwood, IL
- Lombard, IL
- Huntley, IL
- River Forest, IL
- Freeport, IL
- Jackson, MO
- Marion, IA
- Macomb, IL
- Peoria, IL
- Bellevue, NE
- Carpentersville, IL
- Cleveland, OH
- Colorado Springs, CO
- Coppell, TX
- Council Bluffs, IA
- Denver, CO
- Dubuque, IA
- East Dubuque, IL
- Grayslake, IL
- International development in Asia
- Indianapolis, IN

Market & Demographic Analysis Continued

- Johnsbury, IL
- Kalamazoo, MI
- Mount Prospect, IL
- Nassau County, NY
- Palos Heights, IL
- Palos Park, IL
- Park Ridge, IL
- Philadelphia, PA
- Rockford, IL
- Round Lake, IL
- Savanna, IL
- Shorewood, WI
- Skokie, IL
- Troy, OH
- West Dundee, IL

Development Services

Assessment of development potential and review of developer proformas for municipal and private sector clients in several municipalities including:

- Chicago, IL
- Milwaukee, WI
- Omaha, NE
- Wheaton, IL
- Hoffman Estates, IL
- Prairie Grove, IL
- Naperville, IL
- River Forest, IL

Department of Defense Projects

Base Redevelopment and Closure (BRAC) studies in:

- Alaska
- Texas

United States Air Force, Feasibility studies:

- Georgia
- Texas
- Florida
- Washington D.C.
- Idaho



Brandon Nolin, AICP

Senior Associate

Brandon joined Houseal Lavigne Associates in 2008 after receiving his Master's degree in Urban Planning and Policy from the University of Illinois at Chicago (UIC). He also received a Master's degree in Urban and Environmental Geography from UIC. Prior to joining Houseal Lavigne Associates, Brandon was a member of a Chicago-based real estate research firm specializing in market and financial analysis in both the public and private sectors.

Education

Bachelor of Science
Anthropology
Michigan State University

Masters of Urban and
Environmental Geography
University of Illinois at Chicago

Masters of Urban Planning and Policy
University of Illinois at Chicago

Memberships

American Planning Association
American Institute of Certified Planners
Illinois GIS Association
Co-founder, Young Planners Group
Illinois Chapter of the
American Planning Association

Since joining the firm, Brandon has continued to hone his market research and economic development skills and has striven to create sensible plans that are both physically achievable and economically viable. Brandon has worked in a variety of contexts including urban centers, suburban downtowns, commercial corridors, and transit-oriented developments and at a variety of scales from community-wide comprehensive plans to site-specific redevelopment initiatives.

Most recently, Brandon has worked on several physical planning and urban projects with an economic development focus. He has helped develop plans to revitalize aging commercial areas within the City of Milwaukee, facilitate redevelopment of outmoded industrial areas in an inner-ring suburb of Chicago, and reposition a poorly functioning commercial center in a suburban downtown. Brandon has also worked with several communities to modify and modernize zoning code and development regulations to reflect best practices and desires of current businesses and residents.

Brandon has extensive knowledge and experience in the use of Geographic Information Systems (GIS) and spatial statistics. His research has included flow accumulation modeling and flood plain analysis, viewshed analysis, land sales inventorying and distribution mapping, and industrial development site suitability analysis.

Project Experience

Comprehensive Plans

- Benton Harbor, MI
- Brownsburg, IN
- Downers Grove, IL
- Fairview Heights, IL
- Freeport, IL
- Highwood, IL
- Jackson, MO
- Marion, IA
- Mundelein, IL
- Palos Park, IL

Downtown Planning

- Highwood, IL
- Huntley, IL
- Lombard, IL
- Murray, KY

Special Area Planning (TOD, Neighborhoods, Special District)

- Chicago, IL -
Central Area Plan
- Clarendon Hills, IL
- Marengo, IL
- Murray, KY
- South Chicago Heights, IL
- Sterling, IL
- Winfield, IL

Market Analysis & Economic Development

- Benton Harbor, MI
- Brownsburg, IN
- Channahon, IL
- Chicago, IL
- Clarendon Hills, IL
- Des Plaines, IL
- Downers Grove, IL
- Edinburg, IN
- Freeport, IL
- Highwood, IL
- Huntley, IL
- IL Housing Dev. Auth.
(IHDA)
- Jackson, MO
- Kane County, IL
- Lombard, IL
- Marion, IA
- McHenry County, IL
- Milwaukee, WI
- Mundelein, IL
- Muskogee, OK
- Palos Park, IL
- River Forest, IL
- South Chicago Heights, IL

Corridor Planning

- Freeport, IL -
West Galena Avenue
- Kane and McHenry
Counties - Illinois Route
47
- Lockport, IL -
I-355 Corridor Master Plan
- Milwaukee, WI - 27th
Street
- River Forest, IL -
Village-wide Corridors
Plan

Zoning & Regulatory

- Fairview Heights, IL
- Harwood Heights, IL
- Marion, IA
- Murray, KY
- River Forest, IL



ENGINEERING RESOURCE ASSOCIATES, INC.

Consulting Engineers, Scientists & Surveyors

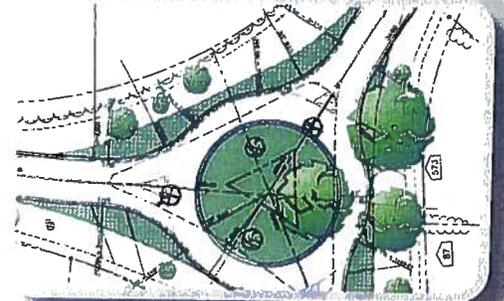
www.eraconsultants.com

Engineering Resource Associates, Inc.

Engineering Resource Associates, Inc. (ERA) is a consulting firm providing civil engineering, structural engineering, environmental science, and surveying services to clients throughout Illinois, Indiana and Wisconsin. Our diverse clientele includes municipalities, park districts, forest preserve districts, sanitary districts, county agencies, and state agencies. We have over 22 years of experience identifying and working with a wide variety of local, state and federal funding sources. Our staff of nearly 30 professionals includes licensed engineers, structural engineers, surveyors, environmental scientists, certified floodplain managers and CAD/GIS specialists.

Our firm specializes in providing comprehensive services throughout the planning, design and construction phases of engineering and environmental assignments. The following is partial listing of the primary types of projects that have been successfully completed by our firm.

- **Transportation Projects** – Roadways, Intersections, Streetscape, Lighting and Parking Facilities
- **Recreational Projects** – Riverwalks, Golf Courses, Regional Trails and Community Parks
- **Water Resource Projects** – Watershed Studies, Floodplain Mapping, Stream Restoration, Levee Certification, Storm Sewers and Detention Facilities
- **Structural Projects** – Bridges, Retaining Walls, and Buildings
- **Environmental Projects** – Wetland Facilities, Stream Bank Stabilization, Best Management Practices, and Natural Area Restoration
- **Infrastructure Projects** – Sanitary Sewers, Storm Sewers, Water Mains, and Pumping Stations
- **Surveying and Mapping Projects** – Topographic Surveys, Boundary Surveys and GIS Services



Warrenville | Geneva | Chicago | Champaign



John F. Mayer, PE, CFM
Project Engineer / Principal

John Mayer has served as Project Manager as Senior Project Engineer for the design and construction of recreational trails, streetscape, roadway, traffic signal, infrastructure and stormwater improvement projects for local municipalities, counties, and state agencies throughout Illinois.

Education/Registration

- Bachelor of Science
Civil Engineering
University of Wisconsin –
Milwaukee – 1986
- PE – IL – 062-047345
- PE – IN – PE10708044
- PE – WI – E27728
- Certified Floodplain Manager

Areas of Expertise

- Various funding sources including: ARRA, ITEP, SAFETEA-LU, AASHTO, CMAP, STP, CMAQ, TCM and OSLAD funds
- Actively promotion of sustainable designs through leadership with the U.S. Green Building Council
- Design phases for recreational trails, transportation, traffic, street lighting, downtown streetscape, stormwater and infrastructure projects
- Hydraulics and hydrology design, permitting, and modeling
- Compliance reviews for county and municipal agencies associated with enforcement of stormwater and floodplain ordinances

Years of Experience

- 25 years, 14 with ERA

Featured Experience

Roosevelt Road Streetscape and Lighting
Village of Glen Ellyn, Illinois | Project Manager

Project Manager for the installation of decorative roadway and pedestrian lighting extending for 1.5 miles along Roosevelt Road (Illinois Route 38). The project included the installation of decorative roadway lighting, adding decorative treatments to the traffic signals and restoration of decorative brick pavers.

Representative Projects:

Western Avenue Infrastructure and Streetscape Enhancements, Lake Forest, IL – Project Manager for surveying, preliminary and final design, and permitting and construction administration for stormwater and watermain utility improvements and streetscape improvements along a 1-mile section of the Historic Downtown Business District. Streetscape elements include brick paving on roadway and sidewalk sections, decorative lighting, tree grates, landscape islands, and outdoor furniture. The project also included the realignment of a road section under the Union Pacific viaduct, special event electrical kiosks, and two new traffic signals.

Illinois Route 72 Streetscape, West Dundee, IL – Project Manager for a streetscape project that included the construction and installation of 12, 25-foot long pre-cast concrete planters; the installation of new benches and trash receptacles; the removal of existing bluestone pavers; and the installation of new brick pavers along Illinois Route 72 in downtown West Dundee. ERA was also responsible for all documentation required using ICORS for this project. Project was funded by the American Recovery and Reinvestment Act of 2009 (ARRA).

22nd Street Beautification Project, Oak Brook, IL – Project Manager for a street beautification corridor project along a 0.75 miles of an unmarked IDOT route namely 22nd Street and 0.5 miles of York Road located in the Village of Oak Brook. As a subconsultant to Hitchcock Design Group, ERA provided the engineering plans for a new decorative streetlight system, holiday accent lighting, a gateway sign and grading/utility plans for median improvements. The project was funded through the Illinois Transportation Enhancement Program (ITEP) and a local hotel tax over several years.

4th and Linden Streetscape / Infrastructure, Wilmette, IL – Project Manager for the design and construction phases for the construction of 1.5 miles of streets located in a business district and a residential area. Improvements included pavement evaluation, rehabilitation and reconstruction. Several areas contained historic brick paving requiring preservation. The business district was improved with streetscape elements including brick pavers, landscape planter areas, decorative lighting, trash receptacles, benches and bike racks. The improvements consisted of an evaluation and replacement of combined sewers, the construction of a watermain and temporary bituminous sidewalk.



Professional Experience

- **Engineering Resource Associates, Inc.**
Principal / Project Manager
(1998-Present)
- **City of Joliet**
Civil Engineer
(1987-1998)

Professional Affiliations

- American Public Works Association (APWA)
Past President - Southwest Branch
- American Council of Engineering Companies (ACEC)
- Association of State Floodplain Managers (ASFM)
- Institute of Transportation Engineers (ITE)
- Illinois Association for Floodplain and Stormwater Management (IAFSM)
- U.S. Green Building Council - Illinois Chapter (USGBC)
Founding Chairman, South Suburban Branch
- Lower DuPage River Watershed Committee
- Lower Des Plaines Ecological Partnership
- Conservation Plainfield
- Consulting Engineers Council of Illinois

Waukegan Road Streetscape, Lake Forest, IL – Project Manager for the design and phasing of the TIF funded streetscape and lighting project in the City's west-side business district along Illinois Route 43. Coordination and permitting with IDOT and Metra are an important aspect of these improvements.

Naperville Riverwalk Improvements, Naperville, IL – Project Manager responsible for providing the hydraulic modeling of the proposed Riverwalk improvements within the flood fringe and floodway of the West Branch DuPage River. These improvements required floodplain modeling using HEC-2 to satisfy state and federal regulations and FEQ modeling to satisfy DuPage County requirements. Also included the preparation of Stormwater Management Permit was compensatory storage calculations.

Rockwell Street Realignment, Warrenville, IL – Project Manager for a street realignment project that included field survey, soil borings, preliminary and final engineering. The project consists of the removal of the existing Rockwell Street, the relocation of the Illinois Prairie Path Bike Trail, the reconstruction of approximately 400 feet of Stafford Place and 75 feet of Rockwell Street and approximately 100 feet of new roadway cross section for Rockwell Street. DuDOT right-of-way contains an aggregate bike trail and numerous underground utilities. This project also includes the possible lowering of underground utility facilities to accommodate the new roadway alignment.

Downtown Streetscape and Lighting Improvements, Joliet, IL – Project City Engineer for the oversight of the design and construction of streetscape improvements including decorative brick pavers, decorative street lighting, street trees, planters, benches and trash receptacles. The project was phased over four years. A total of approximately six miles of streets were improved involving four different state routes.

Downtown Wheaton Gateway, Wheaton, IL – Senior Project Engineer for gateway project including lighting design, streetscape design, structural design of wall elements and design of various streetscape elements. Our services included IDOT permit submittals drainage design and construction layout. Improvements included accent paver sidewalk treatments at corners, ornamental street lights, decorative fencing, monument walls and landscaping.

Black Road Widening and Traffic Signal Improvements, Troy Township, IL – Project Manager for the widening of a ½ mile length of a four lane arterial roadway to provide a five lane cross section. Included the installation of a fully-activated traffic signal, the realignment of a Forest Preserve bike trail and side street improvements. Coordination required with IDOT, Will County Highway Department, City of Joliet, Joliet Public Library and Troy-Croughwell School.

Essington/Fiday Traffic Signal, Joliet, IL – Project Manager for the installation of traffic signals at a collector street intersecting a 4-lane arterial roadway. The installation included pedestrian signals and emergency vehicle pre-emption equipment. One leg of the intersection required coordination with an adjacent development to accommodate the proposed entrance.





Brian J. Dusak, PE, CFM
Project Engineer

Brian Dusak serves as a Design/Project Engineer on transportation, infrastructure and drainage engineering projects. Mr. Dusak has been involved with multiple developments which included infrastructure and drainage improvements and communication with municipalities and permitting agencies. He also serves as a Resident Engineer on municipal infrastructure projects.

Education/Registration

- Bachelor of Science
Civil Engineering
University of Illinois – 2004
- PE - IL - 062-062144
- CFM – IL-06-00304

Areas of Expertise

- Transportation projects including roadway design and bridge construction
- Bike trail design by incorporating AASHTO and BDE criteria
- Preliminary engineering and preparation of plans, specifications and estimates for governmental transportation and infrastructure projects
- Permitting process of federal, state and local permitting agencies

Special Training

- IDOT, Documentation of Contract Quantities Course
December 2008 (09-0054)

Years of Experience

- 10 years, 10 with ERA

Featured Experience

22nd Street Beautification Project
Village of Oak Brook, Illinois | Design Engineer

Design Engineer for a street beautification corridor project along a 0.75 miles of an unmarked IDOT route namely 22nd Street and 0.5 miles of York Road located in the Village of Oak Brook. As a subconsultant to Hitchcock Design Group, ERA provided the engineering plans for a new decorative streetlight system, holiday accent lighting, a gateway sign and grading/utility plans for median improvements. The project was funded through the Illinois Transportation Enhancement Program (ITEP) and a local hotel tax over several years.

Representative Projects:

Naperville Riverwalk Phase One Rehabilitation – Segment Two, Naperville, IL – Project Engineer for the rehabilitation of a segment of the Naperville Riverwalk adjacent to the West Branch of the DuPage River. Construction consists primarily of removing and replacing a lower bulkhead wall, walkway and walkway retaining wall.

Hawthorne Corridor Improvements Project, Glen Ellyn, IL – Project Engineer for Phase I, and Phase II design services for the complete reconstruction of Hawthorne from Ellyn Avenue to the City of Wheaton boundary, along with several intersecting streets. Project includes improvements to the water main, sanitary sewer, and storm sewer systems. Public coordination will be required with multiple government entities and corridor stakeholders to determine final width of the road.

91st Street LAPP Project, Burr Ridge, IL – Resident Supervisor for a Local Agency Pavement Preservation (LAPP) project. The project included the resurfacing of approximately 2,560 feet of roadway with the Village of Burr Ridge's municipal limits. Also responsible for all documentation required using ICORS.

West Dundee Streetscape Project, West Dundee, IL – Resident Supervisor for an American Recovery and Reinvestment Act of 2009 (ARRA) project. This project included the construction and installation of 12, 25-foot-long pre-cast concrete planters, the installation of new benches and trash receptacles, the removal of existing bluestone pavers, and the installation of new brick pavers along Illinois Route 72 in downtown West Dundee. Also responsible for all documentation required using ICORS for the project.

10th Street and Hamilton Street Reconstruction, Lockport, IL – Design Engineer of a reconstruction project for City of Lockport. Project includes roadway reconstruction, streetscape elements, water main and storm sewer design.



Professional Experience

- **Engineering Resource Associates, Inc.**
Project Engineer/
Resident Engineer
(2004-Present)
- **Engineering Resource Associates, Inc.**
Engineering Intern
(2002, 2003)

Professional Affiliations

- American Public Works Association (APWA) – Fox Valley Education Committee
- Illinois Association of Floodplain and Stormwater Management (IAFSM)
- Institute of Transportation Engineers (ITE)

Western Avenue Infrastructure and Streetscape Enhancements, Lake Forest, IL – Design Engineer for the design of major infrastructure and streetscape enhancement in an historic central business district. Project elements include the installation of water main and storm sewer, storm sewer lining, street lighting, traffic signals and reconstruction and rehabilitation of over 8,500 feet of roadway.

Parkside-Summerdale Roadway and Infrastructure Improvements, Glen Ellyn, IL – Project Engineer for the reconstruction project located within the Village of Glen Ellyn. Project involves the storm sewer, water main, lining of existing sanitary sewer, road reconstruction and resurfacing within a residential neighborhood. Project awarded APWA 2010 Project of the Year.

St. Charles Road Reconstruction, Berkeley, IL – Resident Inspector of the St. Charles Road project for the Village of Berkeley. Project elements include new water main and storm sewer, roadway reconstruction, new street lighting, construction layout, new traffic signals and removal of contaminated soils.

US 45 Realignment, Rantoul, IL – Design Engineer for the realignment of an intersection in Rantoul, Illinois for the Illinois Department of Transportation - District 5. The project included construction of a new roadway, resurfacing and storm sewer design.

DuPage River Trail Improvements, Plainfield, IL – Resident Engineer for the construction of a pedestrian bridge and a mile-long bike trail along the DuPage River. Project is funded through the American Recovery and Reinvestment Act (ARRA) of 2009. Tasks include coordinating with IDOT Bureau of Local Roads, IDOT Bureau of Materials, Federal Highway Administration, and Village of Plainfield to ensure compliance with all local and federal requirements.

Illinois Prairie Path Geneva Spur and Great Western Trail Connector, West Chicago, IL – Project Engineer for the design and construction of connecting paths between the Great Western Trail and Reed-Keppler Park in the City of West Chicago. The shared-use paths will be designed in accordance with AASHTO and IDOT requirements. Extensive coordination is required with IDOT and FHWA as funding for this project will be received through the Surface Transportation Program (STP).

Main Street Streetscape, West Chicago, IL – Project Engineer of streetscape project for City of West Chicago. Project involves storm sewer design, curb re-profiling and installation of a retaining wall and streetscape elements.

Black Road and Timberline Drive Traffic Signals Improvements Project, Joliet, IL – Project Engineer of the Black Road and Timberline Drive Traffic Signals Improvements Project for the City of Joliet. Project involved traffic signal design, roadway widening and minor storm sewer extension





Walker Parking Consultants is a global consulting and design firm providing innovative solutions for a wide range of parking and transportation issues. Founded in 1965, the firm has over 200 employees and is the worldwide leader in the parking field offering a full range of parking consulting, design, engineering and restoration services.

Walker is focused on delivering the best project for the clients by listening to their concerns, researching and developing industry leading standards for their benefit and providing quality and implementable solutions to their problems. We do it right the first time! As a testament to our abilities, 90% of our projects are from repeat clients.

Serving a broad spectrum of markets including healthcare, education, government, aviation, residential, retail and commercial developments, entertainment, hospitality and athletics allows our staff to collaborate with a wide array of clients in order to develop best practices for their specific parking and traffic issues and help unlock the potential of their projects.

Walker prides itself in the ability to self perform with a full complement of experienced personnel including planners, economists, sociologists, architects, structural, mechanical, electrical engineers, graphics designers, operational and management consultants, material specialists, program and project managers.

What truly differentiates Walker from other firms? It's our philosophy of staff empowerment and their ability to rapidly diagnose a problem and arrive at an appropriate solution without delay. It's the firm's singular focus on parking and the desire to continually improve in all aspects of our work. It's our dedication to developing designs that are LEED complimentary through the use of recycled or locally produced materials, energy efficient lighting systems, photovoltaic panels and access controls that minimize vehicular queuing and thereby reduce carbon emissions. It's the fact that we monitor construction change orders and on Walker designed facilities they are 75% below industry average.

The simple fact is that by retaining Walker to be your consultant, designer or engineer you can be assured you will receive great value, a substantial return on investment and the peace of mind knowing you've retained the very best.

VISION STATEMENT

"We want to be your consultant of choice. As the premiere parking and restoration consultant, we are known for providing quality service, establishing industry practices, and adding value for our clients."

*John K. Bushman,
CEO/President, Walker
Parking Consultants*

GARY H. KOCH, P.E.

VICE PRESIDENT



WALKER
PARKING CONSULTANTS

Gary Koch is a Vice President in the Elgin office. He oversees the overall project planning; scheduling and budgeting; quality assurance; and the maintenance of client relations. As the senior officer, he attends client meetings and evaluates data for suitable alternatives with the client's representatives.

Gary oversees the production of all projects involving new design; restoration; new construction; and study services. He has the primary responsibility of managing the overall delivery process meeting Walker's goals and the client needs.

Gary joined Walker directly from college as a Structural Design Engineer in 1979. Since 1981, as a Project Manager, his experience includes parking facilities for universities, offices, retail, casinos, hospitals, and the United States Postal Service. He has participated in the design of over 400 parking facilities. Additionally, he has been a Field/Resident Engineer on Restoration Projects.

Education:

Bachelor of Science in Civil Engineering
University of Illinois, 1979

Professional Affiliations:

National Society of Professional Engineers
Lake County Chapter

Registrations:

Registered Professional Engineer in the States of Illinois and Michigan

Representative Projects:

Abraham Lincoln Library
Springfield, IL
Consulting for 550 space parking structure

City of Columbia Plaza
Columbia, MO
356 space parking structure

City of Elgin
Elgin, IL
Spring Street - 369 space parking structure
Elgin Deck No. 4 - consulting for 450 space parking structure

CBD Traffic Study
Glen Ellyn, IL
Parking Consulting for Study, 2008

City of Aurora
Aurora, IL
Alternative Study, 1986

City of Urbana
Urbana, IL
221 space parking structure

Cupples Station
St. Louis, MO
762 space parking structure

Downtown Strategic Plan
Glen Ellyn, IL
Parking Consulting for Study, 2009

Gateway Center
Palatine, IL
1,244 space parking structure

Jordan Valley Park
Springfield, MO
973 space parking structure

Metropolitan Square
Des Plaines, IL
471 space parking structure

Northwestern Memorial Hospital
Chicago, IL
Parking Study
Childcare and Parking Facility -
1,250 spaces on 11.0 levels
Prentice Parking Structure -
1,150 spaces on 11.0 levels, design only
Outpatient Care Pavilion -
Parking Consulting 500 spaces

River Casino
Des Plaines, IL
1,560 space parking structure

PHILIP J. BARON

PARKING CONSULTANT



WALKER
PARKING CONSULTANTS

Philip Baron specializes in planning and financial consulting projects for private and public entities nationwide. In this capacity, Philip is experienced in providing advice in a broad range of disciplines including parking system operations, capital planning, multi-year financial planning, rate analysis, methods of financing, and the structuring of various forms of tax-exempt securities. Philip has served as an advisor to public agencies, universities, hospitals and private investment firms involving over \$1.0 Billion in parking-related development.

In addition to Philip's expertise in financial studies, he has a genuine enthusiasm for working with communities in identifying creative planning solutions. He is proficient in communicating technical real estate planning and financing concepts to a wide range of audiences including corporate boards, city councils, underwriting agencies, bond rating agencies, community stakeholders, architects/engineers, and private investors. Philip recognizes that a community needs to be proactive about deciding what their future holds and that the best plans to guide the changes taking place in a community come from the people who know the community.

Education:

Bachelor of Arts, Business Administration, Eli Broad School of Business
Michigan State University

Certified Charrette Facilitator, Knight School of Community Building
University of Miami School of Architecture

Professional Organizations:

Urban Land Institute
International Parking Institute
National Parking Association

Publications:

2005. "Parking Facility Economics and Approaches to Financing." In *Parking 101: A Parking Primer*, a publication of the International Parking Institute.

Representative Projects:

Bridgeport Port Authority Garage
Bridgeport, CT
*Market & Feasibility Analysis,
Financial Study*

Chicago Downtown Parking System
William Blair & Company
Chicago, IL
Market & Financial Analysis

City of Minneapolis Public Parking
Invesco Real Estate
Minneapolis, MN
Market Feasibility

City of Pittsburgh
Pittsburgh, PA
Financial Analysis

City of Sioux Falls
Sioux Falls, SD
*Demand, Site Alternatives, Market &
Financial Analysis*

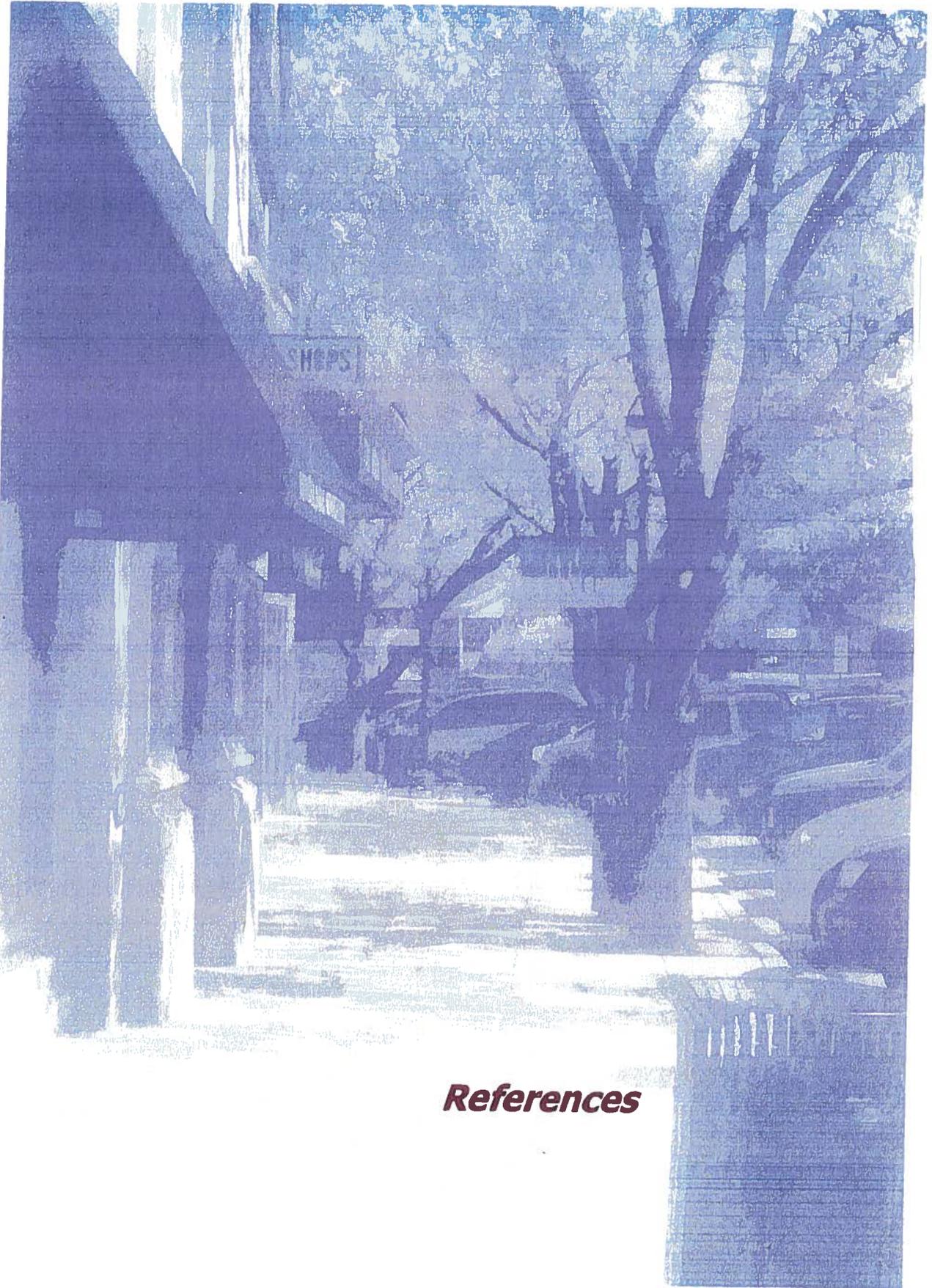
Nashville Downtown Study
Metropolitan Government of Nashville
& Davidson County
Nashville, TN
Alternatives Analysis, Financial Analysis

Rockville Town Center
City of Rockville
Rockville, MD
Market & Financial Analysis

Sioux City Central Business District
Sioux City, IA
*Demand, Site Alternatives, Market &
Financial Analysis*

Tulsa Central Business District
Tulsa, OK
*Market Feasibility, Supply/Demand,
Alternatives
Market, Financial, and Site Alternatives
Analysis
Market Demand, Alternatives, Financial
and Funding Analysis*

West Avenue District Development
Norwalk Redevelopment Authority
Norwalk, CT
*Mixed-use development with retail, office,
and residential Shared Parking Study,
Code Analysis, Market and Financial
Analysis*



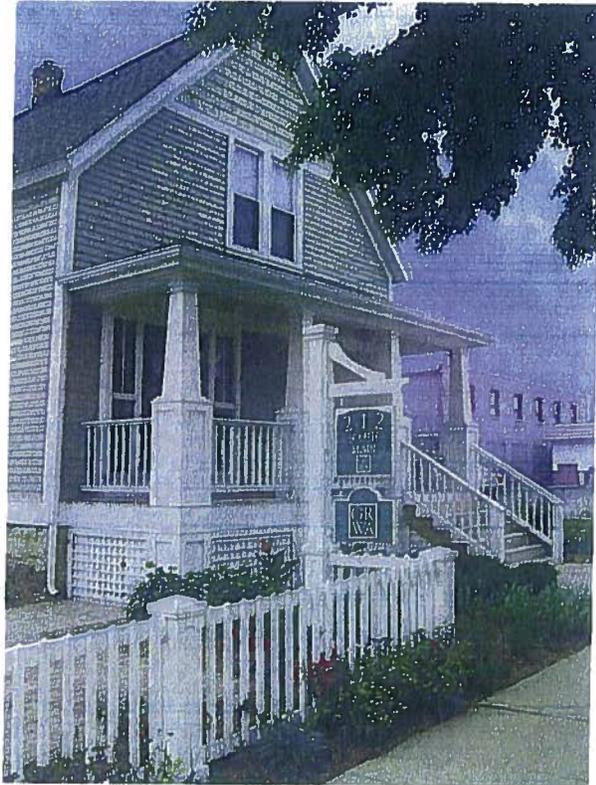
References

GRWA REFERENCES

Janette Erickson
Naperville Riverwalk Administrator
Naperville Riverwalk Commission
400 South Eagle Street
Naperville, IL 60540
Ph: (630) 305-5984
ericksonj@naperville.il.us

Jim Kozik
Community Development Director
City of Wheaton
303 West Wesley Street
Wheaton, IL 60187
Ph: (630) 260-2008
JKozik@wheaton.il.us

Gary Bernard
Winfield Riverwalk
Committee Chairman
27W465 Jewell Road
Winfield, IL 60190
Ph: (630) 933-7100
gleanbern@aol.com



VILLAGE OF GLEN ELLYN – Downtown Glen Ellyn Streetscape Plan and Parking Study

Houseal Lavigne References

Mr. Tom Dabareiner
Director of Community Development
Village of Downers Grove
801 Burlington Avenue
Downers Grove, IL 60515
Phone: (630) 434-5514

Mr. Brad Burke
Village Manager
Village of Kenilworth
419 Richmond Road
Kenilworth, IL 60043
Phone: (847) 251-1666

Mr. Dick Dublinski
Public Works Director
City of Naperville
180 Fort Hill Drive
Naperville, IL 60540
Phone: (630) 420-6095

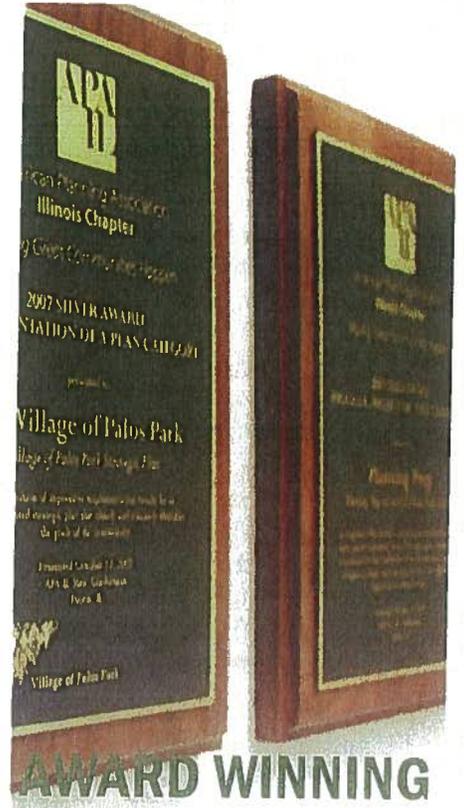
Mr. Jim Plonczynski
Community Development Director
Village of Bartlett
228 S. Main Street
Bartlett, IL 60103
Phone: (630) 837-0800

Rates

Principal – \$150

Principal Associate – \$140

Senior Associate – \$125



2011

IL APA - Gold Award Implementation
Village of Bartlett Town Center

2010

MO APA - Daniel Burnham Award
City of Jackson, MO Comprehensive Plan

IL APA - Daniel Burnham Award
McHenry County 2030 Comprehensive Plan

IL APA - Gold Award – Strategic Plan
Village of River Forest Corridors Plan

IL APA - Gold Award – Best Practice
Planning Mapper

2009

GOBCC – Commercial Revitalization Award
Oak Brook Commercial Areas Master Plan

IL APA – Gold Award – Strategic Plan
Ogden Avenue Enhancement Initiative

2008

DePaul University Chaddick Institute Development Award – Algonquin Downtown Master Plan

2007

IL APA Gold Award – Plan Category
Carpentersville Comprehensive Plan

IL APA Gold Award – Project Action or Tool
Planning Prep AICP Training Website

IL APA - Silver Award – Strategic Plan
Palos Park Strategic Plan



REFERENCES

ERA assembled a team with the experience necessary to successfully complete all streetscape design improvement projects for the Village of Glen Ellyn. With experience working on municipal and highway corridor streetscapes, our team will closely coordinate with village staff to ensure all projects are completed on time and within budget. We encourage you to contact our references.

- Village of Glen Ellyn:** Robert J. Minix, PE | Professional Engineer
30 South Lambert, Glen Ellyn, IL 60137
Phone: (630) 469-6756 | Email: bobm@glenellyn.org
- City of Lake Forest:** Ramesh Kanapareddy, PE, CFM | Assistant City Engineer
800 North Field Drive, Lake Forest, IL 60045
Phone: (847) 810-3552 | Email: kanaparr@cityoflakeforest.com
- Village of West Dundee:** Richard Babica | Director
900 Angle Tarn, West Dundee, IL 60118
Phone: (847) 551-3815 | Email: RBabica@wdundee.org
- City of Naperville:** William Novack, PE | City Engineer
400 South Eagle Street, Naperville, IL 60566-7020
Phone: (630) 420-6704 | Email: novackw@naperville.il.us
- City of Wheaton:** Paul Redman, PE | City Engineer
303 West Wesley Street, Wheaton, IL 60187
Phone: (630) 260-2069 | Email: PRedman@wheaton.il.us
- City of West Chicago:** Rob Flatter, PE | Public Works Director
475 Main Street, West Chicago, IL 60185
Phone: (630) 293-2200 | Email: rflatter@westchicago.org
- Village of Wilmette:** Brigitte Mayerhofer, PE | Village Engineer
1200 Wilmette Avenue, Wilmette, IL 60091
Phone: (847) 853-7627 | Email: mayerhoferb@wilmette.com
- Village of Oak Brook:** Michael Hulihan | Public Works Director
1200 Oak Brook Road, Oak Brook, Illinois 60523
Phone: (630) 368-5272 | Email: MHulihan@oak-brook.org



VILLAGE OF GLEN ELLYN

STREETScape AND PARKING STUDY RFP



WALKER
PARKING CONSULTANTS

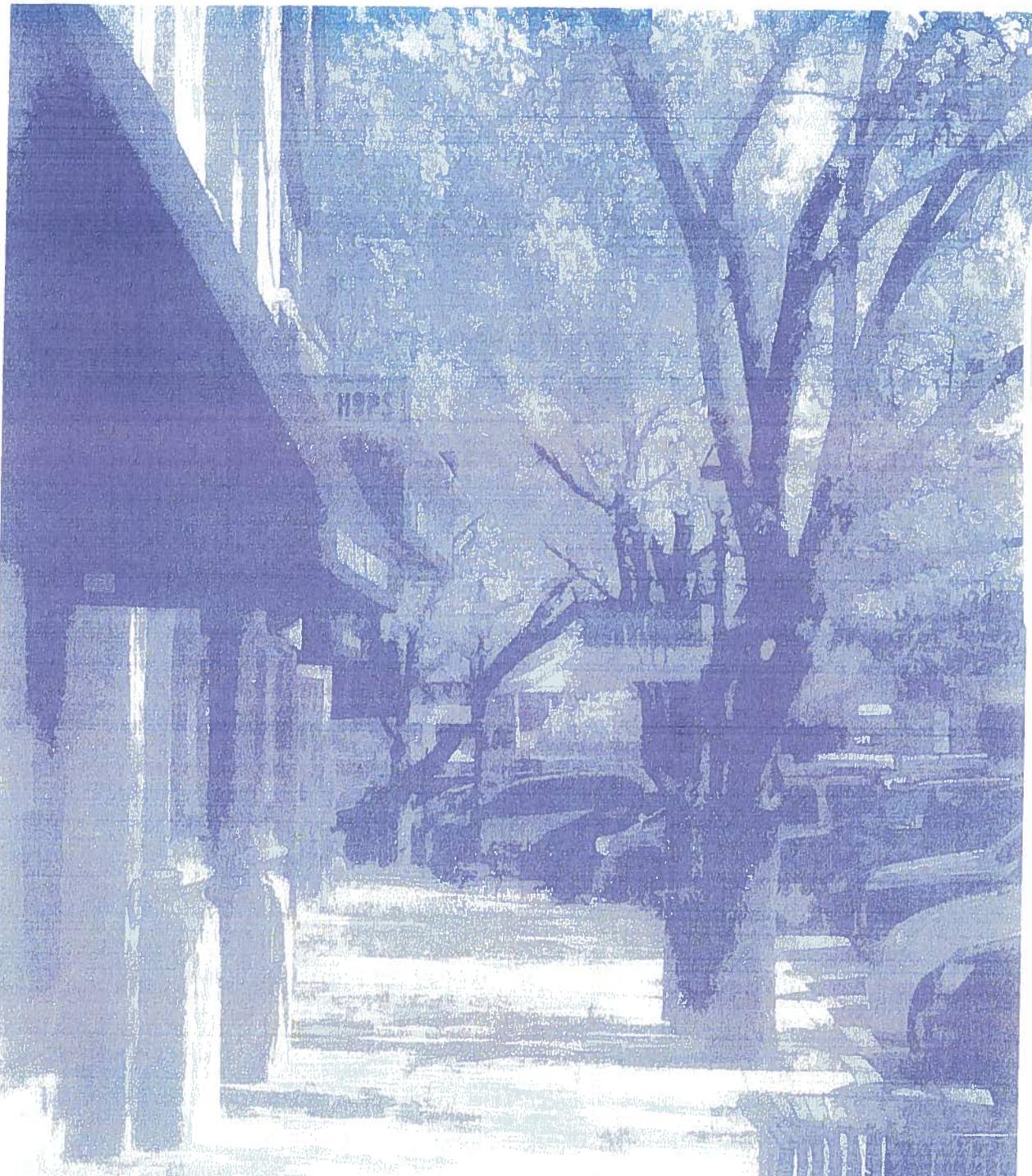
MARCH 30, 2012

REFERENCES

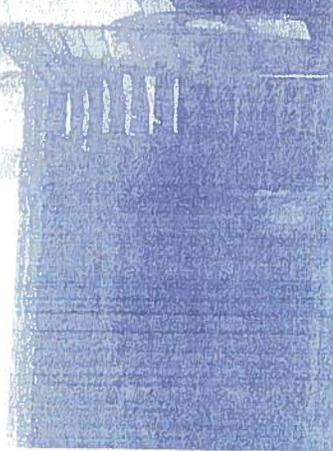
Mr. Phil Silagi
Superintendent
City of Aurora
44 E. Downer Place
Aurora, Illinois 60507
T: 630-844-4740
psilagi@aurora-il.org

City of Oconomowoc
Mr. Rick Hitchcock, President
Hitchcock Design Group
221 West Jefferson Avenue
Naperville, Illinois 60540
T: 630.961.1787
rhitchcock@hitchcockdesigngroup.com

Patrick M. Zuroske
Capital Program Manager
City of Rockford
Public Works
425 East State Street
Rockford, IL 61104
T: 815.967.7062
patrick.zuroske@rockford.gov



***Project Time Frame
and Costs***



TIME FRAME

The GRWA team is well staffed and prepared to begin the assignment immediately. We understand the Village's desire to complete the assignment expeditiously and will use all reasonable means to do so. Upon our selection we will work with the Village to make any mutual agreed upon refinements.

To conduct a quality evaluation of downtown streetscape plan and parking management strategies and potential parking garage locations, we suggest planning for an 8 - 10 week project timeline. We anticipate that a final report could be provided within 8 weeks from commencement. The final public presentation(s) could be delivered approximately two weeks after the final report is issued.

PROJECT FEE SUMMARY

LANDSCAPE PLAN	22,450.00
PARKING GARAGE STUDY	27,550.00
TOTAL LANDSCAPE PLAN AND PARKING GARAGE STUDY	\$ 50,000.00
Additional meetings - billed at attached standard billing rates.	

PROJECT FEE DETAIL - STREETSCAPE PLAN

TASK	FEE
Task 1: Kick-off Meeting with Village staff	810.00
Task 2: Develop Streetscape Area Improvement Boundaries and Meet with ARC	1,832.00
Task 3: Prepare Preliminary Streetscape Plan	5,555.00
Task 4: Preliminary Evaluation of Parking Management Strategies and Potential Parking Garage Locations	-
Task 5: Prepare Preliminary Streetscape Plan and Parking Evaluation	4,229.00
Task 6: Meeting with Village Staff	592.00
Task 7: Meeting with the ARC	592.00
Task 8: Meeting with the PC	592.00
Task 9: Prepare Revised Streetscape and Parking Study	3,146.00
Task 10: Meet with the Village Board	592.00
Task 11: Prepare Final Revisions to Downtown Streetscape Plan and Parking Study	3,236.00
Task 12: Final Presentation to the Village Board and Plan Approval	1,274.00
TOTAL STREETSCAPE PLAN	\$ 22,450.00

The above fees include customary expenses: travel, postage, and reproduction of reports and drawings.

The cost for attending additional meetings will be performed at the following standard billing rates. The estimated cost is \$592.



PROJECT FEE DETAIL – PARKING GARAGE STUDY

TASK	FEE
Task 1: Kick-off Meeting with Village staff	1,150.00
Task 2: Develop Streetscape Area Improvement Boundaries and Meet with ARC	-
Task 3: Prepare Preliminary Streetscape Plan	-
Task 4: Preliminary Evaluation of Parking Management Strategies and Potential Parking Garage Locations	13,500.00
Task 5: Prepare Preliminary Streetscape Plan and Parking Evaluation	3,200.00
Task 6: Meeting with Village Staff	1,150.00
Task 7: Meeting with the ARC	-
Task 8: Meeting with the PC	1,150.00
Task 9: Prepare Revised Streetscape and Parking Study	3,400.00
Task 10: Meet with the Village Board	1,150.00
Task 11: Prepare Final Revisions to Downtown Streetscape Plan and Parking Study	1,700.00
Task 12: Final Presentation to the Village Board and Plan Approval	1,150.00
TOTAL PARKING GARAGE STUDY	\$ 27,550.00

The above fees include customary expenses. Customary expenses include travel, postage, and reproduction of reports and drawings.

The cost for attending additional meetings can be performed per the attached Standard Billing Rates. The estimated cost is \$1,150.00, which does not include any special preparation time.

The breakdown of the fee for the parking garage site evaluation portion of the project is \$1,500.00 per garage site. Please note that this fee amount does not include the fee for the time required for requested meetings and the evaluation of the parking management strategies.



STANDARD BILLING RATES - 2012

GRWA PERSONNEL	Hourly Rate
Principal	\$148.00
Senior Landscape Architect	\$122.00
Landscape Architect	\$105.00
Landscape Designer	\$ 85.00
Support	\$ 52.00

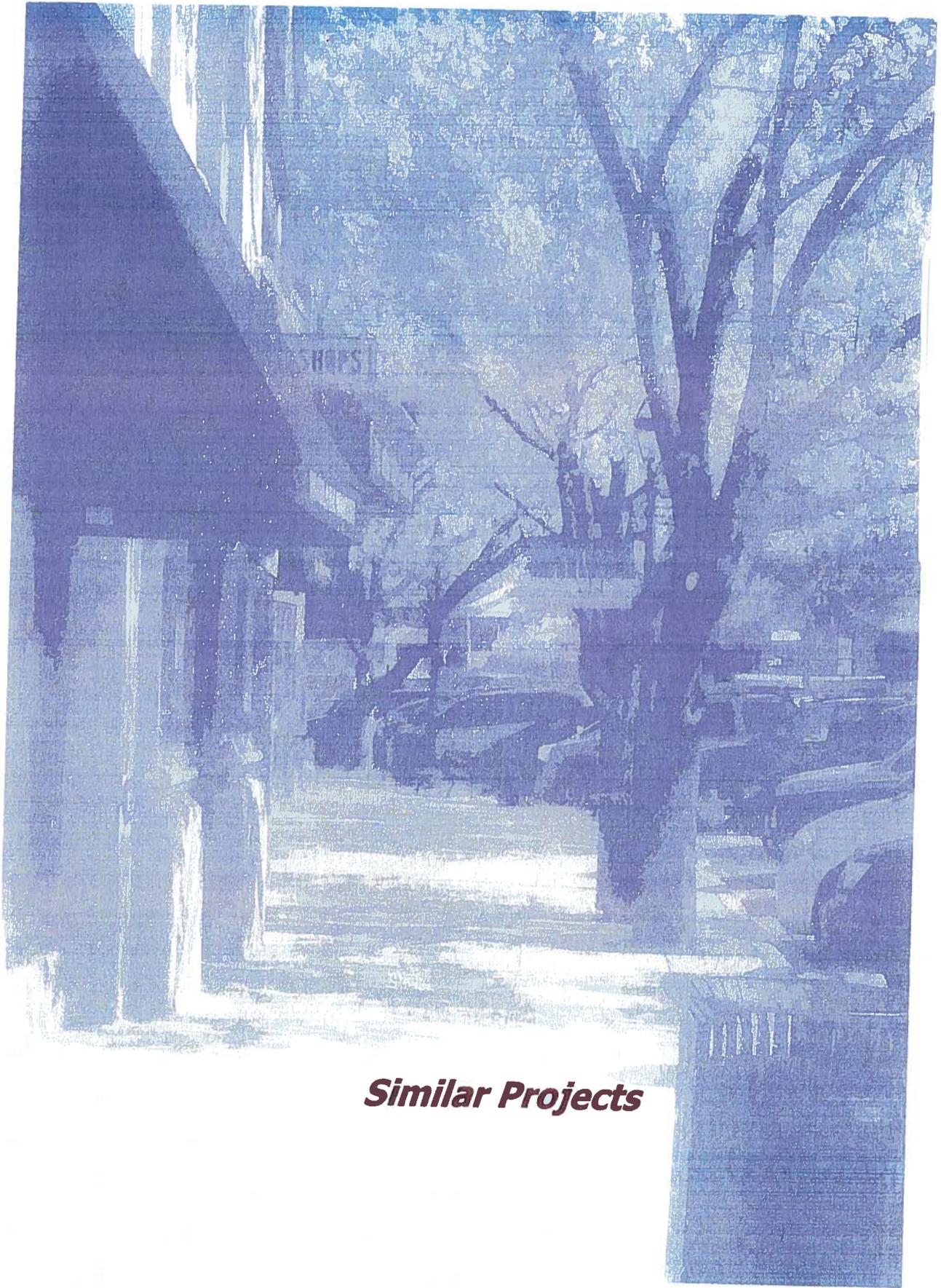
HOUSEAL LAVIGNE PERSONNEL	Hourly Rate
Principal	\$150.00
Principal Associate	\$140.00
Senior Associate	\$125.00

ERA PERSONNEL	Hourly Rate
Project Director	\$209.25
Project Manager	\$170.47
Project Engineer	\$113.00
Clerical	\$ 57.20

WALKER PERSONNEL

Principals	Hourly Rate	Design	Hourly Rate
Senior Principal	\$265.00	Senior Engineer/Senior Architect	\$170.00
Principal	\$220.00	Engineer/Architect	\$145.00
		Designer	\$135.00
Project Management		Technical	
Senior Project Manager	\$210.00	Senior Technician	\$120.00
Project Manager	\$ 175.00	Technician	\$105.00
Assistant Project Manager	\$ 135.00	Field Auditor	\$80.00
Parking consultants		Support	
Senior Parking Consultant	\$210.00	Senior Admin Assistant/Bus Mgr	\$83.00
Parking Consultant	\$ 175.00	Administrative Assistant	\$63.00
Parking Analyst / Planner	\$ 135.00		





Similar Projects



GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

224 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

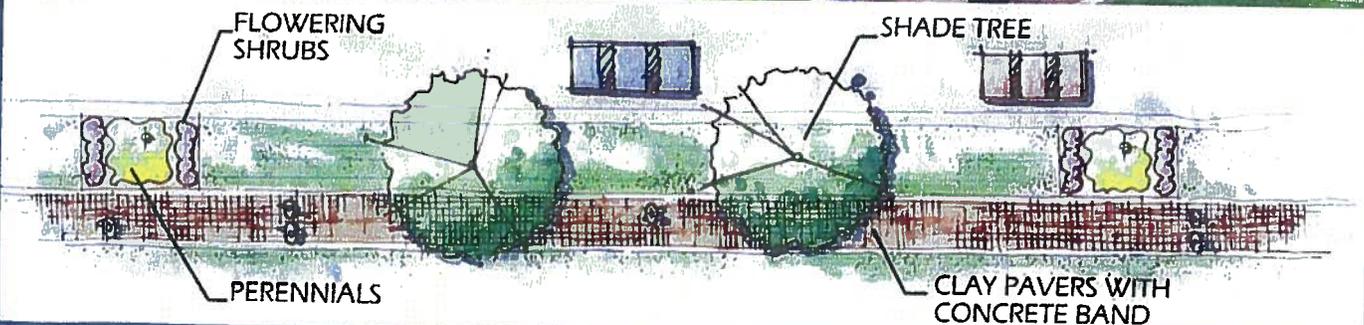
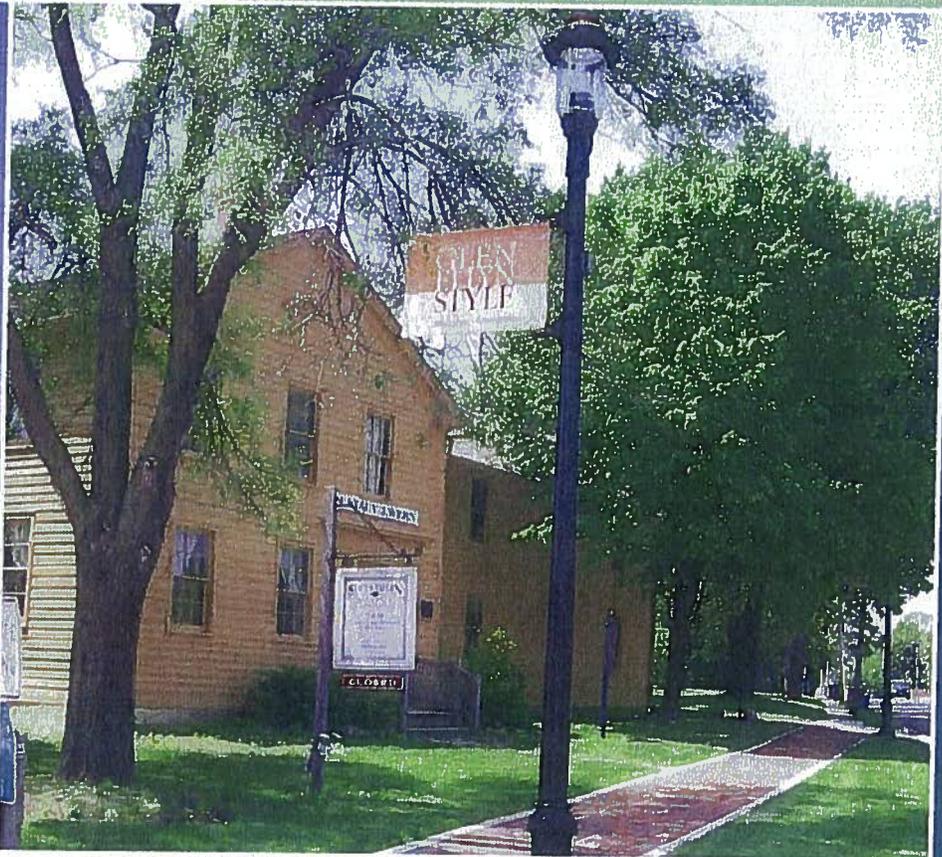
Five Corners Community Corridor Enhancement Plan Glen Ellyn, Illinois

Client:
Village of Glen Ellyn

Contact:
Robert Minix
Village Engineer
Village of Glen Ellyn
Public Works Department
30 S. Lambert Road
Glen Ellyn, IL 60137
Phone: (630) 469-6756
rminix@glenellyninfo.com

In a unique historic setting, the community development of this commercial corridor was designed to complement the future Stacy's Tavern Museum Complex and enhance the shopping environment. Special design elements to the streetscape included paver detailing, landscaping and parkway trees, street lighting and pedestrian walkways.

Tumbled clay brick pavers were selected for both sidewalks and street crosswalks. The rich colors and textures contributed to effective traffic calming in a busy neighborhood retail location.





GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

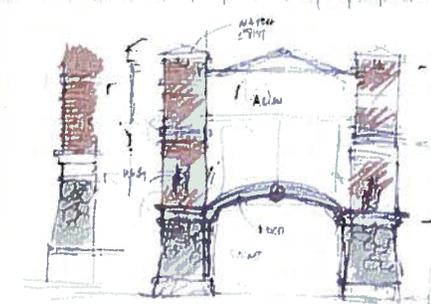
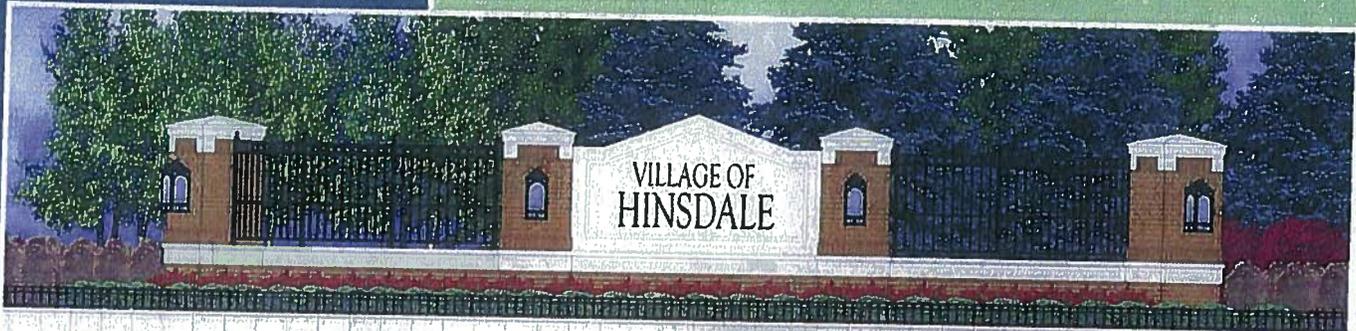
212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

Hinsdale Gateway / Hinsdale Club Hinsdale, Illinois

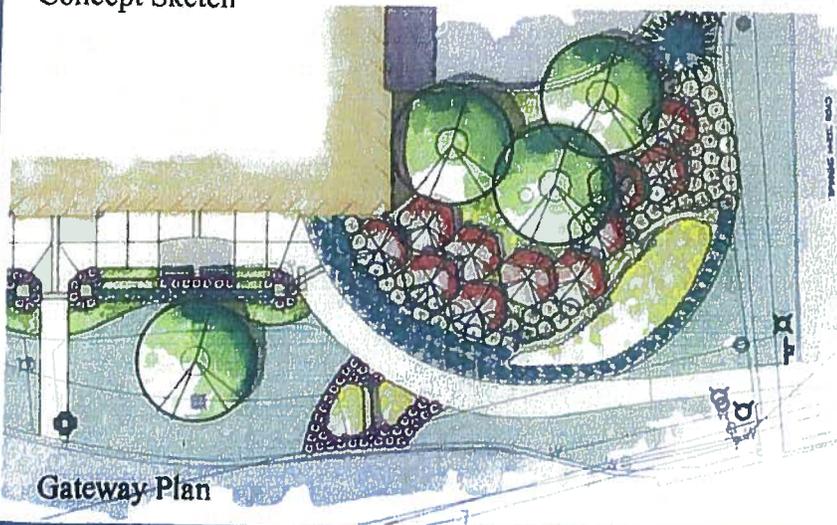
Client:
Foxford LLC

Contact:
Sean Gascoigne
Village Planner
Village of Hinsdale
19 E. Chicago Avenue
Hinsdale, IL 60521
Phone: (630) 789-7035

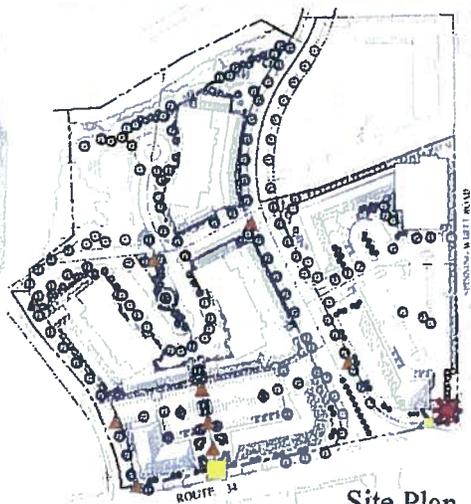
As part of Hinsdale Club redevelopment site located just west of 294 on Ogden Avenue, GRWA is designing the Village Gateway in conjunction with site signage system and landscape architecture for this major mixed use project. Design theming was established through historical architectural styles and materials.



Concept Sketch



Gateway Plan



Site Plan



GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

The Naperville Riverwalk Naperville, Illinois

Client:
Naperville Riverwalk Commission
City of Naperville

Engineer:
Engineering Resource Associates, Inc.

Contact:
Jariette Erickson
Naperville Riverwalk Administrator
Naperville Riverwalk Commission
400 South Eagle Street
Naperville, IL 60540
Phone: (630) 305-5984
ericksonj@naperville.il.us

Gary R. Weber Associates, Inc. was selected as a consulting Landscape Architect for the Naperville Riverwalk, the "crown jewel" of the community. The 1.25 mile Riverwalk corridor provides the community with a variety of special events, festivals, and opportunities for passive and active recreation.

GRWA has been involved in various assignments including design of the New Millennium Wall, design of the Wayfinding Signage System and reconstruction plans for a segment of the Riverwalk adjacent to City Hall. Other work includes landscape improvements to Fredenhagen Park and a new design for the Millennium Wall.

New Millennium Wall



Phase I Segment II Concept

West Branch DuPage River



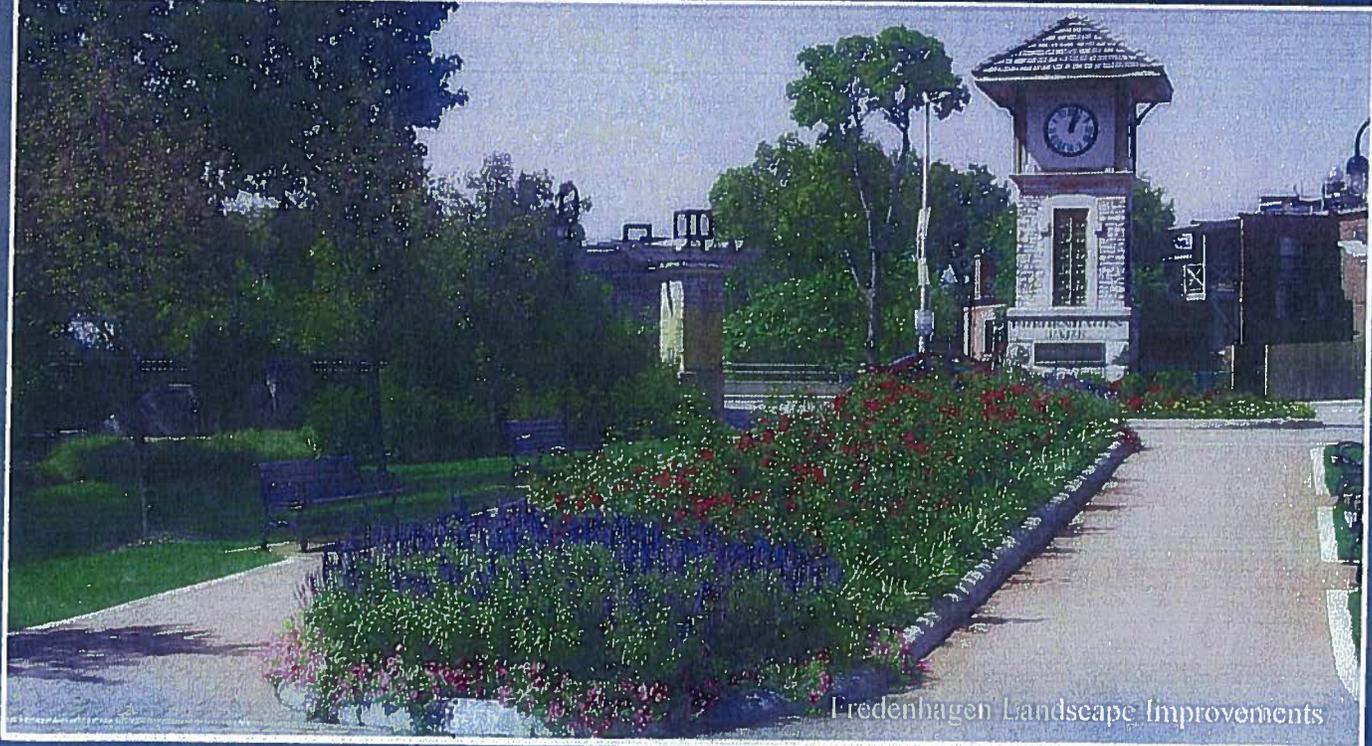
GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

The Naperville Riverwalk Naperville, Illinois





GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwa-inc.com

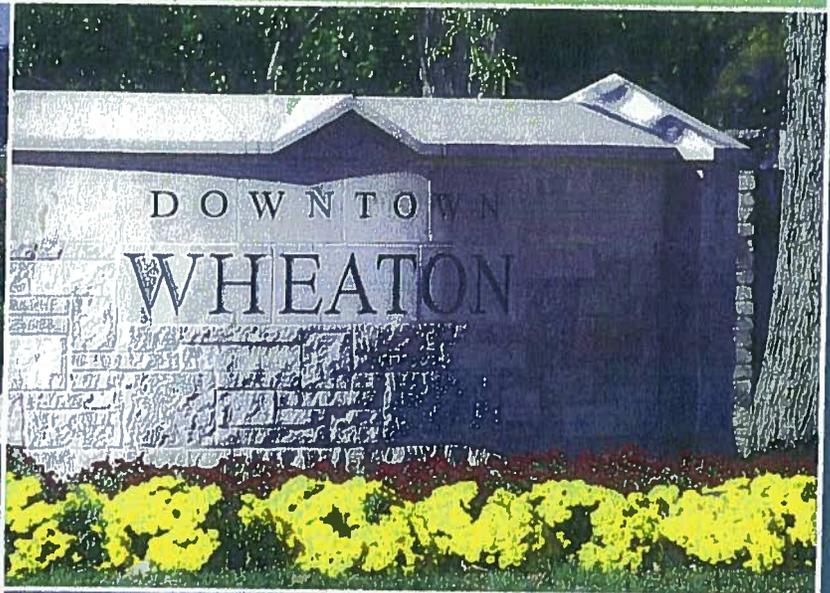
212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

Wheaton Main Street Gateway and Urban Design Plan Wheaton, Illinois

Client:
City of Wheaton

Contact:
Jim Kozik
Community
Development Director
City of Wheaton
303 West Wesley Street
Wheaton, IL 60187
Phone: (630) 260-2008

As part of ongoing work in the City of Wheaton GRWA has been involved in urban planning and streetscape design for the gateway entry at Roosevelt Road, downtown area and North Main Street. The project also involved design of parking facilities and alleyways with masonry screen walls, brick pavers and crosswalks, ornamental lighting and extensive landscaping. Other projects include landscape design for the public library and Adams Park renovation, and development of an annual planting program for all planters throughout downtown Wheaton.





GARY R. WEBER
ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

**Winfield Riverwalk
Winfield, Illinois**

Client:
Village of Winfield
Engineer:
Engineering Resource
Associates, Inc.

Contact:
Gary Bernard
Winfield Riverwalk
Committee Chairman
27W465 Jewell Road
Winfield, IL 60190
Phone: (630) 938-7100
gleanbern@aol.com

The Riverwalk Committee was formed in 2007 to evaluate if and how the riverwalk might benefit the Village of Winfield. The vision is to create Chicago's most pedestrian oriented community, with a mission to serve the community at large, Winfield residents, visitors, retailers, DuPage County Forest Preserve and Winfield Park District, by delivering a comprehensive plan for a unique and sustainable Riverwalk project.

GRWA is currently working closely with the Riverwalk Committee, the Village Board, and the DuPage County Forest Preserve to finalize plans and prepare for phased implementation.





GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

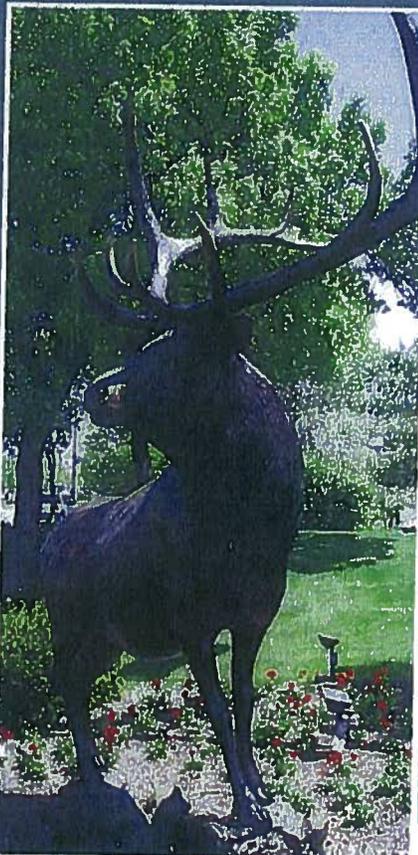
Elk Grove Village Business Park Elk Grove Village, Illinois

Client:
Elk Grove Village

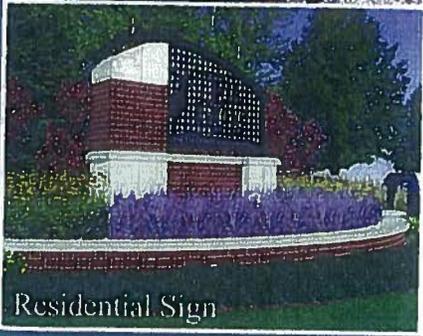
Contact:
Brian Lovering, P. E.
Senior Engineer for Village
Village of Elk Grove
901 Wellington Avenue
Elk Grove Village, IL 60007

Phone: (847) 357-4220
lcrc@elkgrove.org

Gary R. Weber Associates, Inc. has had various assignments with the Village of Elk Grove. Projects have included a community wide gateway and wayfinding signage program, design of a community public space, corridor streetscape concepts and urban design guidelines for the Village Business Park as part of the revitalization master plan.



Gateway Sign



Residential Sign



Community Service Plaza



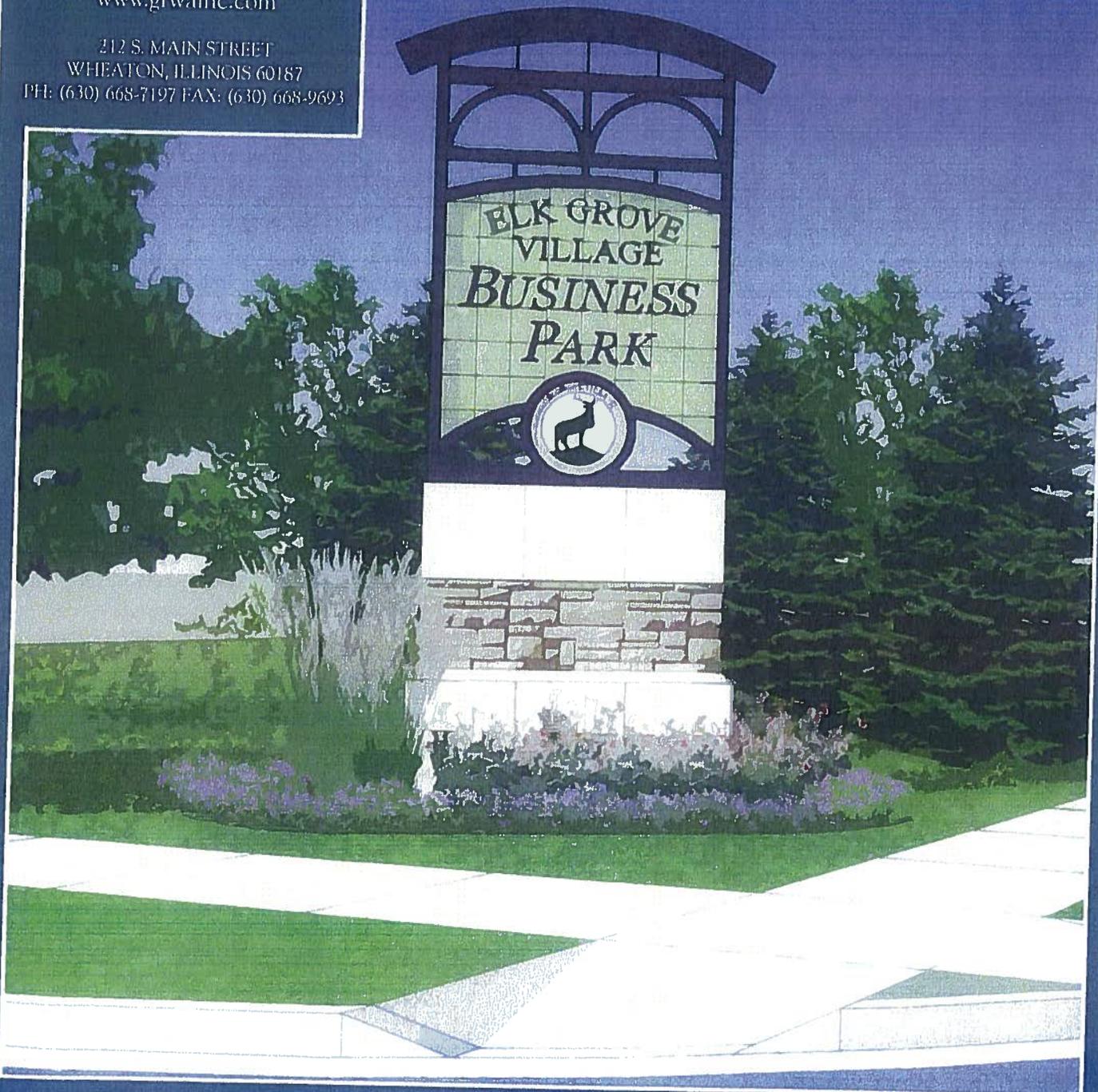
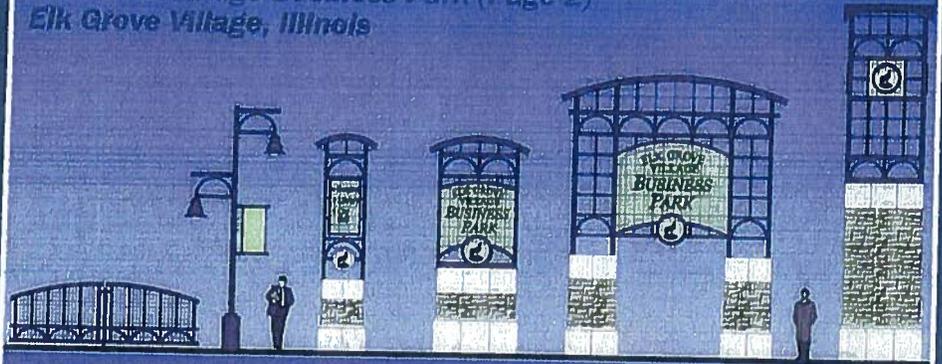
GARY R. WEBER
ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

Elk Grove Village Business Park (Page 2)
Elk Grove Village, Illinois





GARY R. WEBER ASSOCIATES, INC.

LAND PLANNING
LANDSCAPE ARCHITECTURE

www.grwainc.com

212 S. MAIN STREET
WHEATON, ILLINOIS 60187
PH: (630) 668-7197 FAX: (630) 668-9693

Downtown Riverfront Redevelopment Sterling, Illinois

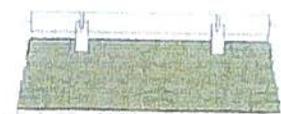
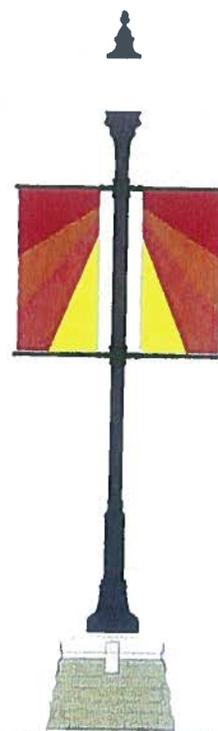
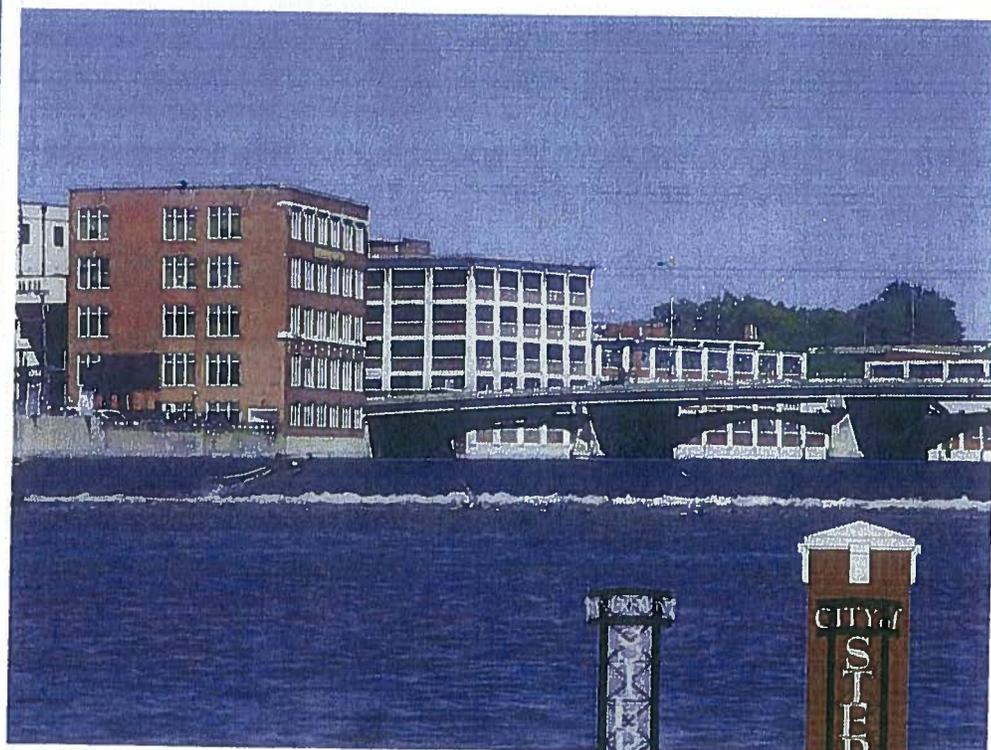
Client:
Houseal Lavigne Associates

Contact:
Devin Lavigne
Houseal Lavigne Associates
134 N. LaSalle Street, #1100
Chicago, IL 60613

Phone: (312) 372-1008 x102

GRWA worked closely with the design team during the analysis and concept design phase in providing illustrative design alternatives for incorporation in the final Master Plan.

The design highlighted gateway features, a wayfinding signage plan, and primary and secondary streetscape design. Green parking, bioswale/infiltration details, and traffic calming intersections were incorporated into the Final Master Plan Design helping the City to achieve its vision for the Downtown Riverfront Redevelopment.



Retaining Wall Standard

Wayfinding Signage

Riverfront Gateway Signage

Major Gateway Signage

Lighting Standard

Village of Downers Grove, Illinois

Downtown Subarea Plan & Downtown Pattern Book

Downers Grove is a community with beautiful neighborhoods, tree-lined streets, aging commercial corridors, and at its heart, a vibrant, successful, mixed-use downtown with an active Metra station and a pedestrian-environment experiencing significant new infill development in an established historic setting. **Houseal Lavigne Associates** was retained to prepare a detailed Downtown Pattern Book, a new Comprehensive Plan, and a Downtown Master Plan. The Pattern Book included inventorying, assessing, and establishing a framework for current and historic development patterns within the Downtown. The Pattern Book served as the foundation for a new Downtown Master Plan, which was prepared as part of the Village's new Comprehensive Plan. In addition to the Downtown, the Comprehensive Plan provides detailed recommendations for several sub-areas within the Village, including Downtown. The Plan also provided plans for all areas of the Village, including land use and development, transportation, community facilities, environmental features and open space, and much more. The Comprehensive Plan, Downtown Master Plan, and Downtown Pattern Book were created to better address the needs of the Village's vibrant downtown and aging commercial and industrial areas and corridors, while protecting and enhancing its attractive and well established residential neighborhoods.

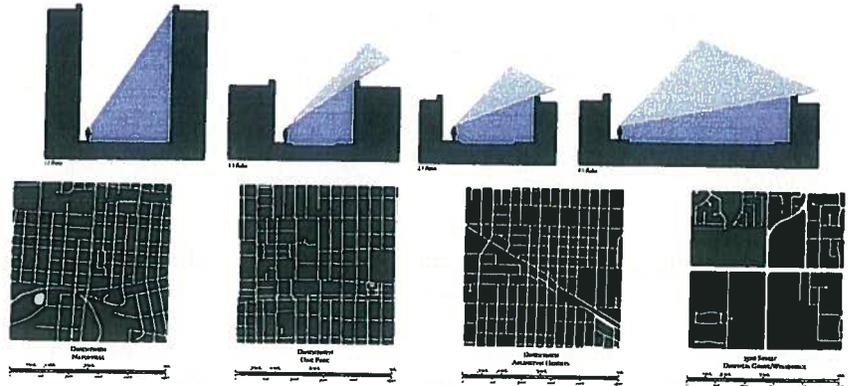
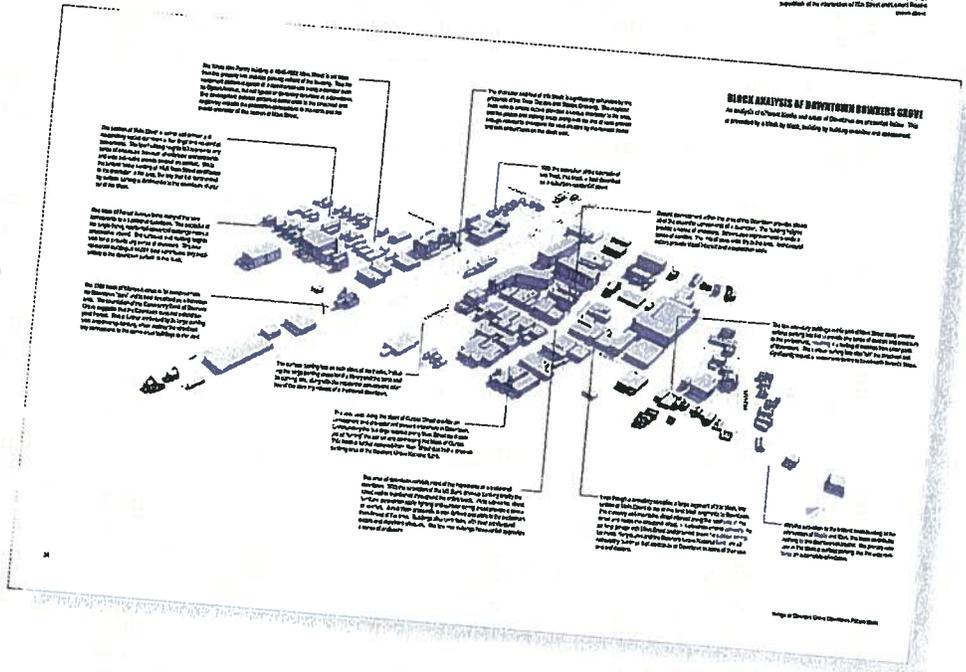


Figure 1: City of Downers Grove highlights the existing street grid and building footprints. For comparison and context, a simplified street grid is overlaid on the existing building footprints.



Main Street - East Side - Burlington Avenue to Curtiss Street

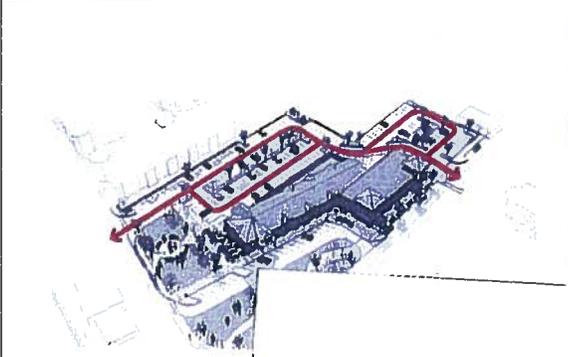
This block contains an aerial view of Main Street East Side from Burlington Avenue to Curtiss Street. Below the aerial view, property lines are drawn, and data callouts provide information for various blocks. The data callouts include address ranges, footprint, lot size, lot coverage, height, story count, FAR, era, style, quality, value, and urban character.

Address Range	Footprint	Lot Size	Lot Coverage	Height	Story	Approx. FAR	Era	Style	Quality	Value	Urban Character
5101 Main Street	3,170 sq ft	4,770 sq ft	68%	1 story	1.05	1950-2000	Indeterminate	Average	Low	Average	
5109 Main Street	1,846 sq ft	5,670 sq ft	33%	4 stories	2.3	Pre-2000	Post-modern	Good	High	Good	
5111 Main Street	1,950 sq ft	3,705 sq ft	53%	2 stories	1.05	1950-2000	Indeterminate	Average	Low	Average	
5115 Main Street	3,170 sq ft	4,770 sq ft	68%	1 story	1.05	1950-2000	Indeterminate	Average	Low	Average	
5117 Main Street	5,455 sq ft	6,585 sq ft	83%	1 story	1.10	1900-1950	Traditional	Good	Low	Average	
5121 Main Street	2,170 sq ft	3,850 sq ft	56%	2 stories	1.0	1900-1950	Modern	Good	High	Good	
5123 Main Street	2,990 sq ft	5,320 sq ft	56%	1 story	1.0	1900-1950	Modern	Good	High	Good	
5127-5129 Main Street	6,817 sq ft	6,885 sq ft	100%	1 story	1.0	1950-2000	Indeterminate	Good	Medium	Good	
5131 Main Street	Indeterminate	Indeterminate	Indeterminate	1 story	Indeterminate	Indeterminate	Indeterminate	Average	Low	Good	
5131-5135 Main Street	4,425 sq ft	5,630 sq ft	81%	2 stories	1.83	Pre-1900	Traditional	Good	High	Excellent	

Village of Bartlett, IL
Bartlett Town Center Market & Improvement Study

In 2003, construction began on the Bartlett Town Center, a desired mixed-use development to serve as a community focal point, and a place to live, work, shop and dine. It was envisioned that this would be the signature piece of Downtown Bartlett. However, due to a combination of project related issues, timing and the downturn in the economy and the real estate market, the final phase of development was never completed. In 2010 the Village retained the services of **Houseal Lavigne Associates** to identify TIF eligible improvements at the Town Center site.

The focuses of the analysis and redevelopment concepts were on actions that could be implemented quickly without significantly impacting the physical structure of the existing commercial and residential uses, but carry forward "lost" objectives. To date many of the plan's recommendations have been completed, including a new restaurant, active open space, wayfinding and gateway signage, and new on-street parking, earning the study the 2011 APA-IL Chapter Planning Award for Plan Implementation.



Issue: Parking
 The existing parking configuration tests connectivity and access to the site.

Recommendation/Action:
 The surface lot on the east end of the development is the parking area for the Town Center, but it is relatively disconnected from the rest of the site. Redesigning the lot and surrounding streets would improve the connectivity of the site to prospective tenants and customers.

Estimated Cost:
 \$250,000 (16 spaces @ \$15,625/pace which includes storm related infrastructure improvements)

Concept: Parallel Parking on Main Street
 The existing cross-section of Main Street is typical of an unorganized suburban roadway characteristic of the 1950s. More contemporary practices today would have likely resulted in a narrower street, that is more appropriate for existing and planned traffic volumes and more context sensitive to its surroundings. By reworking or reconfiguring the existing right-of-way, the Village site could create on-street parking along portions of Main Street to provide short-term convenient parking for patrons of commercial businesses.

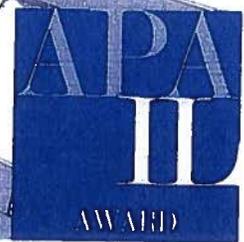
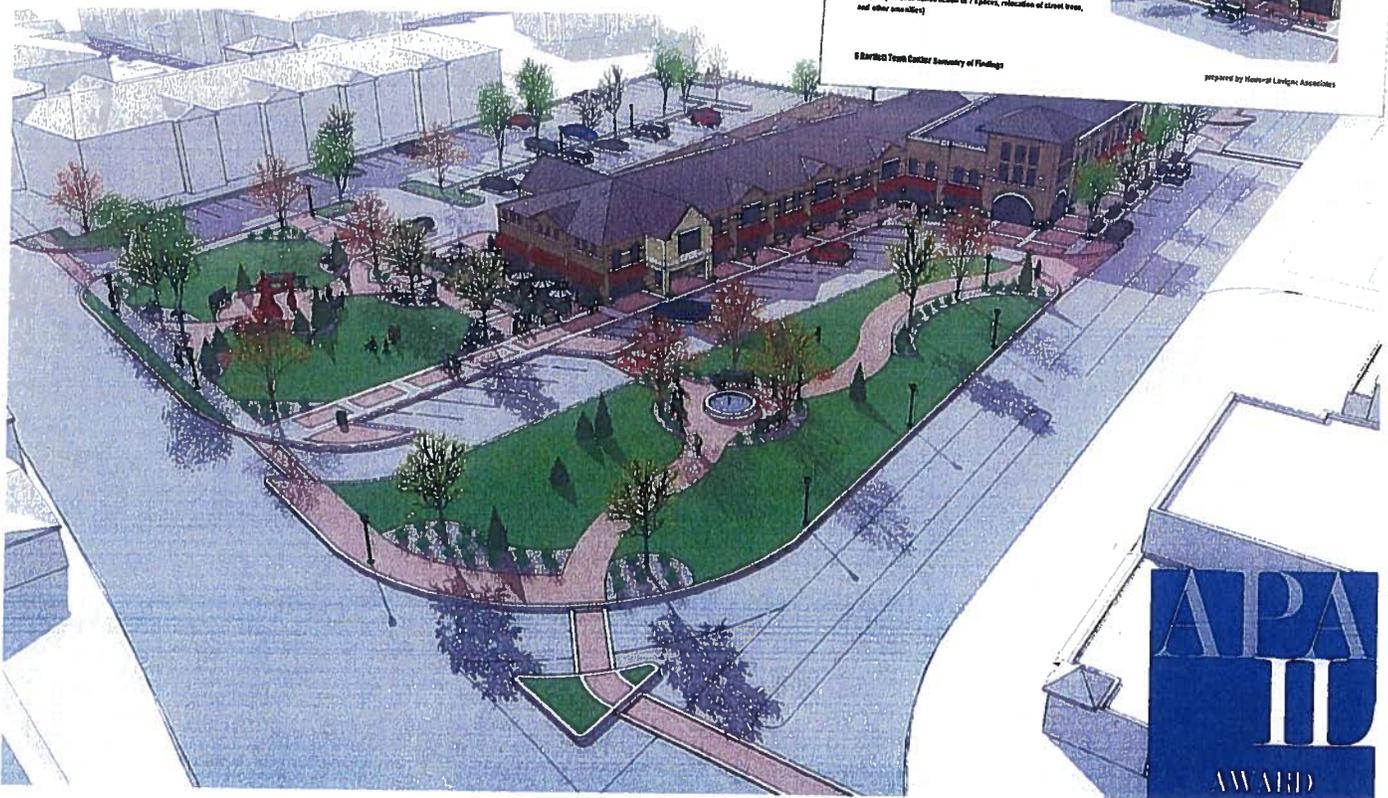
Restoring
 A similar cost alternative for creating new parallel parking along Main Street involves restoring northbound Main Street from 1000 West to 1000 East Avenue. Restoring the roadway in this area will result in alternative would allow the existing sidewalk and streetcar lanes to remain undisturbed.

Estimated Cost:
 It is assumed that the Village's Public Works Department would perform the work related to restoring the parking spaces. Cost would therefore be based on staff time and materials required to complete the project.

Recommendation
 To avoid eliminating a northbound traffic lane and create space for parallel parking, an opportunity exists for the Village to reconfigure the existing sidewalk area on the east side of Main Street. This reconfiguration would result in creating a new road lane for parallel parking. The existing street trees can be relocated and enhanced with new tree species and small landscape beds, and landscape can frame the parking spaces to more clearly define the parking area for both safety and aesthetic benefit.

Estimated Cost:
 \$40,000 (includes reconstruction of 7 spaces, relocation of street trees, and other associated)

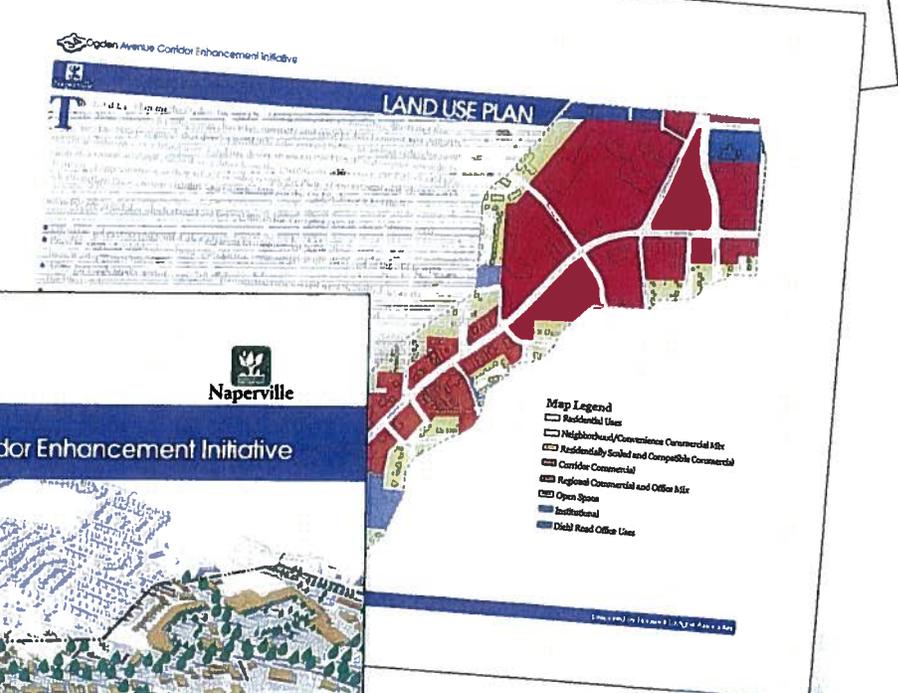
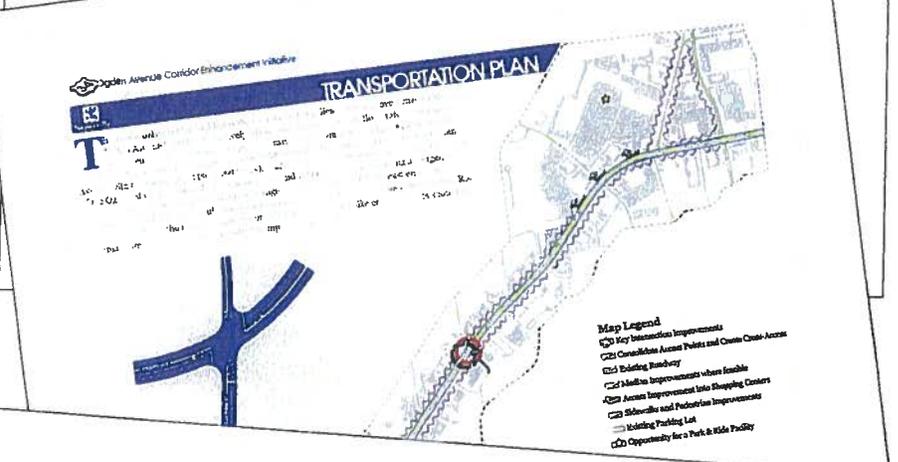
6 Bartlett Town Center Summary of Findings
 prepared by Houseal Lavigne Associates



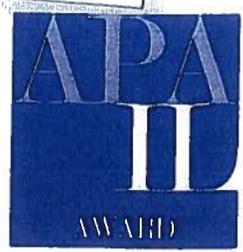
City of Naperville, Illinois

Ogden Avenue Corridor Enhancement Initiative

Unlike the very successful Downtown and more recently developed commercial areas, Naperville's Ogden Avenue Corridor suffers from a historical lack of planning and uncoordinated piecemeal development. The Corridor is a product of the rapid suburbanization of Naperville over the last several decades. The Ogden Avenue Corridor Enhancement Initiative, lead by **Houseal Lavigne Associates** provides detailed recommendations, guidelines, and improvement policies for land use and development, access and circulation, and streetscape and beautification. Working closely with the Corridor's business community and adjacent residents, the Plan coordinates signage, streetscape, access, infrastructure, and land use frameworks for new development in a manner that enhances the appearance, character, functionality, and overall economic success of the Corridor.

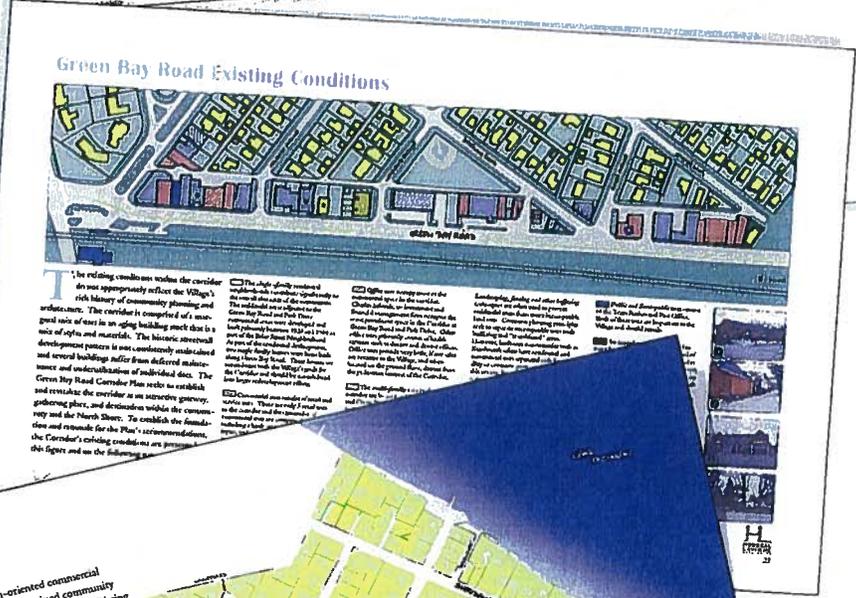
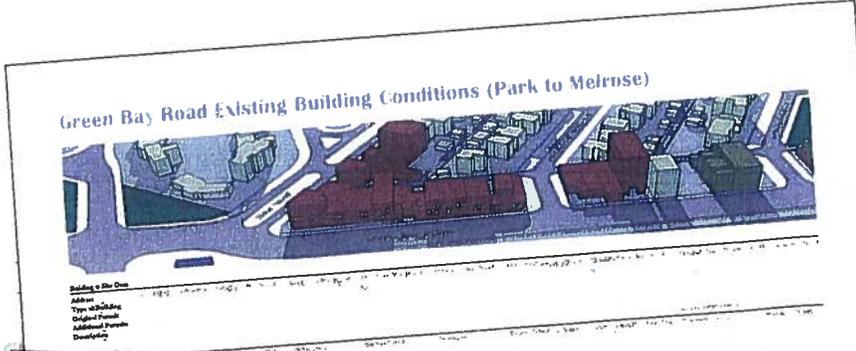


NO.	DESCRIPTION	DATE	STATUS
1
2
3
4
5
6
7
8
9
10



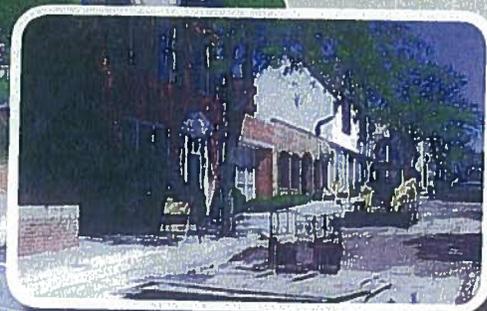
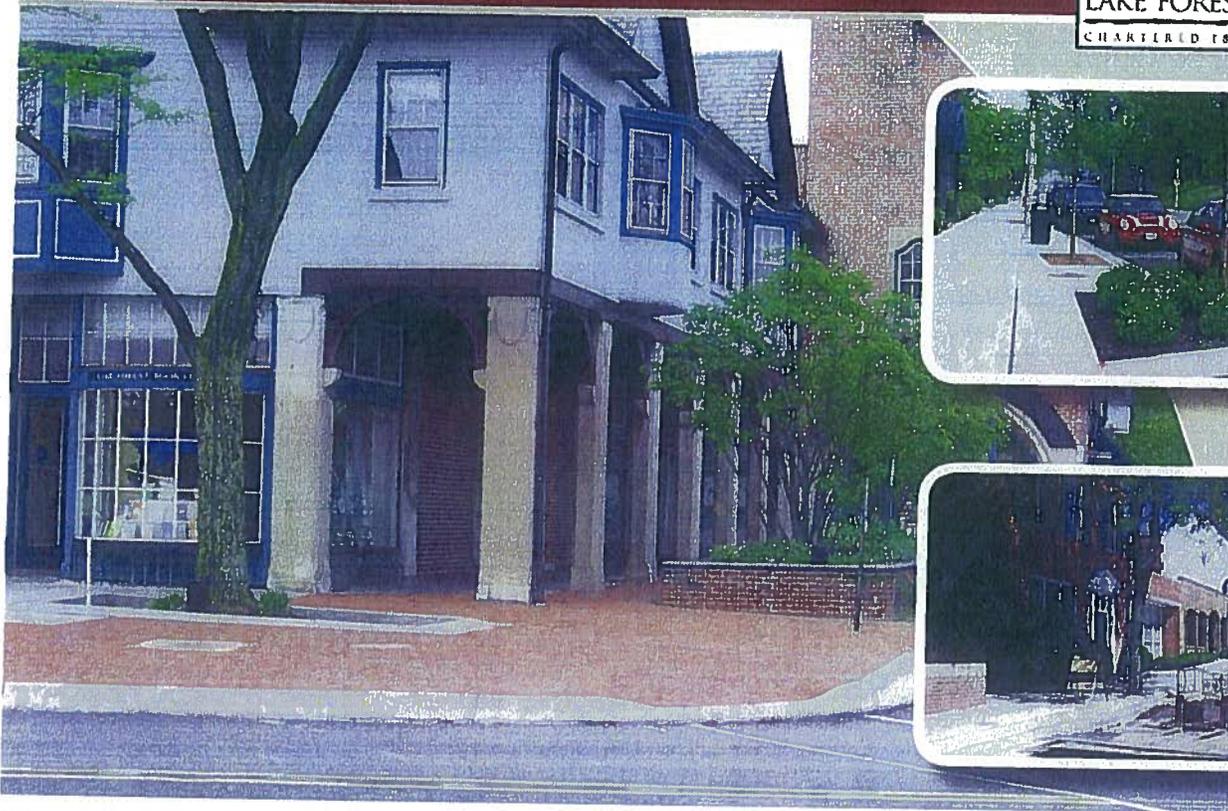
Village of Kenilworth, Illinois Comprehensive Plan & Green Bay Road Corridor Plan

The primary objectives of the Kenilworth Comprehensive Plan are to preserve, protect and enhance the historically and architecturally significant residential neighborhoods and revitalize the viability, function, and overall character of the Green Bay Road Corridor Commercial District. Directed by **Houseal Lavigne Associates**, the Kenilworth Comprehensive Plan built upon the rich planning heritage of the community. The Plan provides detailed architectural, design, and development guidelines for commercial/mixed-use buildings and reinforces the "rhythm" of the neighborhoods' beautiful homes and stunning open spaces.



Western Avenue Infrastructure and Streetscape Enhancement Project

City of Lake Forest, Illinois



ERA provided Phase I planning and Phase II design services for the major streetscape, roadway, and infrastructure improvements within Lake Forest's central business district. The project was driven by infrastructure improvements in the Western Avenue corridor and surrounding areas. The infrastructure improvements consist of major storm sewer upgrades, a 16" water main upgrade, lining of existing sanitary sewer, intersection realignment, traffic signals, street lighting and roadway reconstruction work. ERA researched and investigated various LED lighting alternatives that were included as alternate bids.

ERA Project Team

John F. Mayer, PE, CFM | Principal / Project Manager
Rodney A. Beadle, PE, CFM | President / Project Director
Brian J. Dusak, PE, CFM | Project Engineer

Project Reference

Ramesh Kanapareddy, PE, CFM | Assistant City Engineer
City of Lake Forest
110 East Laurel Avenue, Lake Forest, IL 60045
(847) 283-8539

Construction Cost: \$6.5 million

Project Highlights

- Project site was adjacent to the Historic Market Square
- ERA led a team consisting of Hitchcock Design Group, Hugh Lighting Design and Business Districts, Inc.
- Worked closely with city staff business owners, property owners, Union Pacific Railroad, Lake County DOT, City Council, and citizen committees and clubs
- Close coordination with stakeholders was required in developing the construction staging and phasing plan



ENGINEERING RESOURCE ASSOCIATES, INC.
Consulting Engineers, Scientists & Surveyors

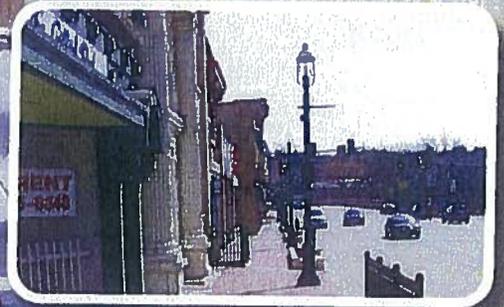
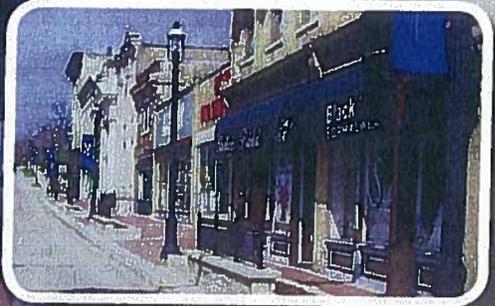
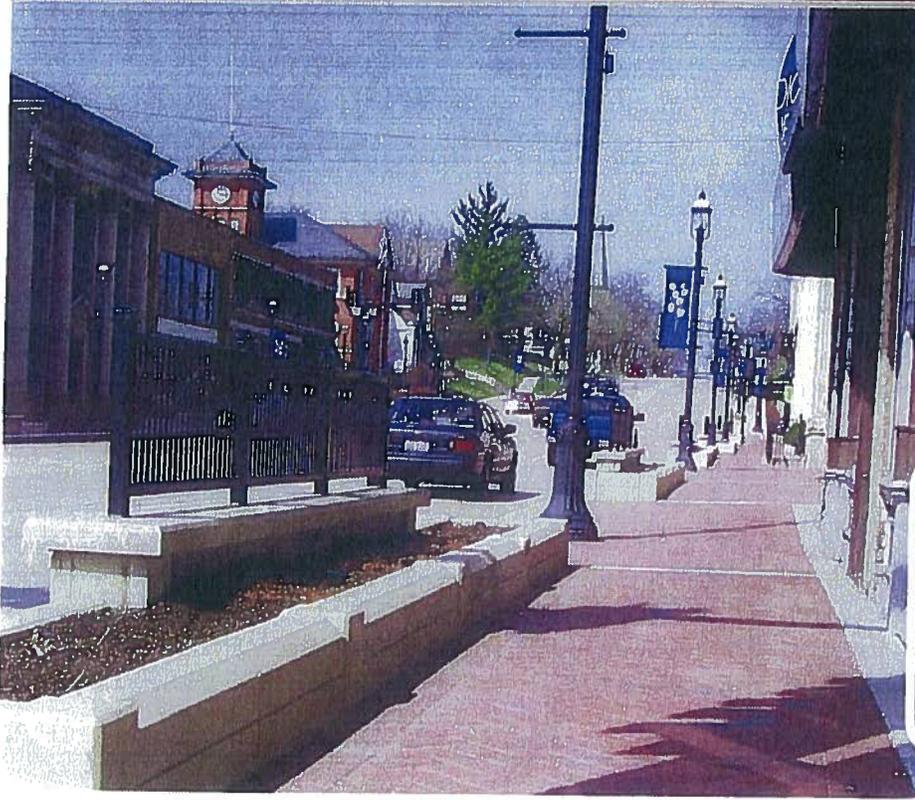
www.eraconsultants.com

Warrenville | Geneva | Chicago | Champaign

West Dundee Streetscape Project

Village of West Dundee, Illinois

West
Dundee



This project included the construction and installation of twelve 25 foot long pre-cast concrete planters, the installation of new benches and trash receptacles, the removal of existing bluestone pavers, and the installation of new brick pavers along Illinois Route 72 in downtown West Dundee. ERA was also responsible for all documentation required using ICORS for this project. This project was completed in the fall of 2010.

ERA Project Management

John F. Mayer, PE, CFM | Principal / Project Manager
Rodney A. Beadle, PE, CFM | President / Project Director

Project Reference

Richard Babica | Director
Village of West Dundee
900 Angle Tarn
West Dundee, IL 60118
(847) 551-3815

Construction Cost: \$168,000

Project Highlights

- Funded by the American Recovery and Reinvestment Act of 2009 (ARRA)
- Required coordination with a concurrent project to minimize delays
- Improvements have encouraged more pedestrian traffic through the historic downtown area



ENGINEERING RESOURCE ASSOCIATES, INC.

Consulting Engineers, Scientists & Surveyors

www.eraconsultants.com

Warrenville | Geneva | Chicago | Champaign

Roosevelt Road Streetscape and Lighting Improvements

Village of Glen Ellyn, Illinois



ERA provided complete planning, design and construction services for major streetscape enhancements. This high profile project is located along Roosevelt Road (Illinois Route 38) in the Village of Glen Ellyn. The total project length is 7,920 feet (1.5 miles). The streetscape amenities selected were harmonious with a high activity corridor of pedestrian, public transit and vehicular traffic while at the same time providing a signature look for the Village of Glen Ellyn.

ERA Project Team

John F. Mayer, PE, CFM | Principal / Project Manager
Rodney A. Beadle, PE, CFM | President / Project Director
Stephen R. Wegner, PE | Senior Project Engineer
Marty J. Michalisko, PE, CFM | Project Engineer

Project Reference

Robert J. Minix, PE | Professional Engineer
Village of Glen Ellyn - Public Works Department
30 South Lambert Road
Glen Ellyn, IL 60137
(630) 469-6756

Construction Cost: \$3.5 million (1999-2002)

Project Highlights

- Improvements included brick pavers, select ceramic tile, various tree species, hardy shrub and perennial planter areas, transit staging areas with benches and trash receptacles, decorative streetlights meeting the IDOT roadway requirements and decorative traffic signal and EV preemption enhancements
- Close coordination with IDOT to conform with funding and regulatory requirements
- Construction phase required working closely with local officials and businesses



ENGINEERING RESOURCE ASSOCIATES, INC.
Consulting Engineers, Scientists & Surveyors

www.eraconsultants.com

Warrenville | Geneva | Chicago | Champaign

CITY OF ROCKFORD DOWNTOWN PARKING STUDY

ROCKFORD, ILLINOIS



WALKER
PARKING CONSULTANTS

Owner:

City of Rockford

Case Study Description:

Walker was retained by The City of Rockford to perform a parking study of its downtown area, covering approximately 150 city blocks. This involved a parking supply/demand analysis and a parking management strategies study.

Problem:

Like many urban cities where the downtown area has declined, the City of Rockford has developed a strategic action plan to revitalize its city center. New development planned for the city's core would result in the loss of existing surface lots, an increase in parking demand and requiring more financial and human resources to administer this operation. In order to effectively plan for such redevelopment, both existing and future parking needs would require evaluation and solutions.

Solution:

Walker concluded that there was technically enough parking in the central area for existing development; however deficiencies in the existing system resulted in a perceived shortage. One of Walker's recommendation was for Rockford to develop a shared parking arrangement with owners of existing private parking facilities in order to more effectively utilize the current parking, Walker also analyzed two future parking master plan scenarios and evaluated nineteen parking alternatives in order to identify the best solutions for future parking needs. A transportation demand management program was developed to reduce parking demand by offering incentives and alternative methods of transportation. A comprehensive strategic and business plan was then generated.

Benefit:

The study not only provided recommendations to improve the current use of available parking, it provided new parking alternatives, management strategies and operational recommendations to assist the City in meeting their long-term goal of operating an effective, self sufficient and upgraded parking system while absorbing additional growth.



Client Reference:

Patrick M. Zuroske
Capital Program Manager
City of Rockford
Public Works
425 East State Street
Rockford, IL 61104
Phone: 815.967.7062
Fax: 815.967.6942
patrick.zuroske@rockford.gov

CITY OF AURORA

AURORA, ILLINOIS



WALKER
PARKING CONSULTANTS

OWNER:

City of Aurora
Aurora, Illinois

CASE STUDY DESCRIPTION:

The City of Aurora has asked Walker Parking Consultants to perform an update to the parking study for the downtown area that was completed in 2002. Specifically, the City is interested in quantifying any current and future parking surpluses or deficits, and then examining various alternatives to meet the parking needs.

PROBLEM:

Since the 2002 parking study, three of the off-street parking lots located in the south/central section have been lost to proposed developments. Along with redevelopment of existing buildings, three major developments will have an impact on the downtown district; the relocation of the Waubensee College Aurora campus; the River Street Development/Vanstrand Group; and the East Bank Development/Sho-Deen, Inc. These proposed projects, along with future growth, are expected to affect the parking demand of downtown Aurora. The perception of the downtown merchants and their patrons is that the parking supply is already insufficient. The City of Aurora is interested in quantifying any current and future parking surpluses or deficits, and then examining various alternatives to meet the parking needs of Downtown Aurora.

SOLUTION:

Walker verified the parking spaces and conducted occupancy counts on two specified days and times. The study area was then divided into four sections. Parking adequacy was determined for each block and each section of the study area. Once the future growth was considered, the overall adequacy was determined to be a surplus of parking. In order to keep the supply of parking in each section adequate, alternative sites were identified.

BENEFIT:

In order to accommodate the anticipated growth, Walker identified the most viable sites in which to construct additional parking. Walker's study also confirmed that although not everyone could park in front of their destination, adequate parking does exist within downtown Aurora.



Client Reference:

Mr. Phil Silagi
Superintendent
City of Aurora
44 E. Downer Place
Aurora, Illinois 60507
Phone: 630-844-4740
Fax: 630.844.4746
psilagi@aurora-il.org

Ms. Karen F. Christensen
Downtown Development Director
City of Aurora
One South Broadway
Aurora, Illinois 60505-3305
Phone: 630-844-3670
Fax: 630.906.7430
kchristensen@aurora-il.org

CITY OF OCONOMOWOC STUDY

OCONOMOWOC, ILLINOIS



WALKER
PARKING CONSULTANTS

OWNER:

City of Oconomowoc, Wisconsin

PROBLEM:

The Wisconsin Waterfront Initiative was put into action to give additional resources to help cities like Oconomowoc grow to their full potential. The project goal was to create the most compelling, memorable and beloved waterfront destination in the Heart of Lake Country. In order to make this happen, an entire team was put together to begin the process intended to help Downtown Oconomowoc become a place that makes the most of its location, waterfront, parking assets, public facilities and circumstances. Thus Walker was brought on to perform a Study and provide Parking Consulting. The analysis done revealed that the city's current parking supply was adequate at the time, however spikes during seasonal and other event times showed a significantly less amount of available parking spaces, also with the future growth and redevelopment plans ahead there will be a definite need for more sufficient parking locations.

SOLUTION:

Based on Walker's analysis of the current and future parking conditions, a Formalized Parking Management Program was put into effect that identifies and employs a variety of strategies tailored to the needs of downtown Oconomowoc. The plan included creating new on-street parking spaces on St. Paul's Street, Pleasant Street, and Silver Lake Plaza to maximize the number of spaces available. Another strategy was to make the recommended improvements to the Collins Street parking lot that add spaces and improve its overall safety and appearance, and lastly to negotiate a shared parking agreement with St. Paul's Lutheran Church plus expand the number of parking spaces available in that lot. Overall in total the number of on-street and off-street parking spaces affected by improvements would be an addition of 112 slots.

BENEFIT:

Due to the study it was determined that instead of the need to construct a parking deck in the current Collins parking lot, but rather by initiating the new proposed parking improvements, the City would not only have a more cost-effective option but also a more timely alternative to the issue.



DOWNTOWN
OCONOMOWOC
the heart of lake country

Client Reference:

Mr. Rick Hitchcock, President
Hitchcock Design Group
221 West Jefferson Avenue
Naperville, Illinois 60540
Phone: 630.961.1787
Fax: 630.961.9925

DRAFT

PROFESSIONAL SERVICES AGREEMENT

May __, 2012

BETWEEN

THE Village of Glen Ellyn

AND

HOUSEAL LAVIGNE ASSOCIATES, LLC.

AGREEMENT FOR PROFESSIONAL SERVICES
BETWEEN THE Village of Glen Ellyn, Illinois
AND
HOUSEAL LAVIGNE ASSOCIATES, LLC.

THIS AGREEMENT, made and entered into this ____ day of _____, 2012, by and between HOUSEAL LAVIGNE ASSOCIATES LLC., an Illinois Limited Liability Company, with principal offices at 134 N. LaSalle, Suite 1100, Chicago, Illinois 60602 (hereinafter referred to as the "CONSULTANT"), and THE VILLAGE OF GLEN ELLYN, ILLINOIS a municipal corporation of the State of Illinois, whose mailing address is Village of Glen Ellyn, 535 Duane, Glen Ellyn, Illinois 60137 (hereinafter referred to as the "CLIENT").

WITNESSETH THAT:

WHEREAS, the CLIENT desires to engage the services of the CONSULTANT to furnish technical and professional assistance in connection with the preparation of a Downtown Glen Ellyn Streetscape and Parking Study (hereinafter referred to as the "PROJECT") and the CONSULTANT has signified its willingness to furnish technical and professional services to the CLIENT; and WHEREAS, the CONSULTANT represents to the CLIENT that it has sufficient expertise and resources to enable it to provide such advice and assistance to the CLIENT;

NOW, THEREFORE, the parties do mutually agree as follows:

A. Scope of Consultant's Services

The CONSULTANT agrees to perform in a good and professional manner those services described in Attachment A, *Scope of Services*, a copy of which is attached hereto and incorporated in this AGREEMENT. All documents, including but not limited to investigative studies, completed or

partially completed drafts, graphics, charts, maps and tables produced by the CONSULTANT in the performance of these services shall be the property of the CLIENT during and upon completion of the services to be performed under this AGREEMENT. CONSULTANT shall retain all records, including but not limited to, payrolls, time records and research for a period of three years following the completion of the PROJECT.

B. Materials to be Provided by the Client

All existing information, data, reports and records which are useful for carrying out the work on this PROJECT and which are reasonably accessible to the CLIENT shall be furnished to the CONSULTANT in a timely manner. The completion of the services to be performed by the CONSULTANT under this AGREEMENT is contingent upon the receipt from the CLIENT, at no cost to the CONSULTANT, the data and reports and other material as described in Attachment A, Section 1, in a timely manner. If, by reason of any fault of CLIENT, the information, data, reports and records to be provided by the CLIENT are not made available to the CONSULTANT in a timely manner, the CONSULTANT may suspend work on the PROJECT, in accordance with paragraph I hereof, until such materials are provided. A written notice to the CLIENT must be provided by the CONSULTANT before any work is suspended on the PROJECT.

C. Meetings and Consultant Visits

The CONSULTANT shall attend meetings associated with the following tasks, and any additional meetings deemed reasonable and needed to complete the PROJECT, as outlined in Attachment A, *Scope of Services*. The list below includes preliminarily anticipated meetings, but can be modified.

- Kick-off Meeting with Village staff
- Meeting with ARC
- Community Workshop and Visual Preference Survey
- Meeting with Village Staff

- Meeting with ARC
- Meeting with the Plan Commission
- Meet with the Village Board
- Final Presentation to the Village Board

For purposes of this AGREEMENT, “meeting” shall mean a gathering requiring the attendance of the CONSULTANT or CONSULTANT's staff, including workshops, formal presentations and public meetings. Public meetings shall be scheduled at least seven (7) to fifteen (15) days in advance. The CONSULTANT will provide to the CLIENT an agenda for every scheduled meeting at least five (5) days prior to the meeting date. Attendance at additional meetings will be subject to the provisions of Article M (Extra Work) of this AGREEMENT. The CONSULTANT may conduct "site visits" to gather information, data, and perform field reconnaissance. These "site visits" shall not be counted as meetings under this AGREEMENT.

D. Deliverables

CONSULTANT agrees to provide product to the CLIENT as indicated in the attached *Scope of Services*.

E. Changes

The CLIENT may, from time to time, request changes in Attachment A, *Scope of Services*, of the services to be performed by the CONSULTANT hereunder. Such changes, including any appropriate increase or decrease in the amount of compensation, which are mutually agreed upon, shall be incorporated into written amendments to this AGREEMENT. All change made subject to Paragraph E (Changes) must follow the procedures set out in Paragraph M (Extra Work).

F. Consultant's Compensation

The CONSULTANT shall be compensated for services rendered under the terms of this

AGREEMENT on the basis of the CONSULTANT's hourly rates as stated under Paragraph G hereof (Hourly Rates) and Attachment A for the staff time devoted to the PROJECT, and for directly related project expenses. The maximum cost for CONSULTANT's services and all subcontractors' services under this AGREEMENT is \$50,000 including directly related expenses, but excluding optional tasks and associated expenses. The CONSULTANT shall not exceed this sum without specific written authorization from the CLIENT or an amendment to this AGREEMENT. The CONSULTANT represents and warrants that absent Extra Work, as referenced in Paragraph M hereof, all work to be performed under this AGREEMENT can and will be performed without exceeding the maximum compensation amount set forth above. Directly related job expenses include, but are not limited to: printing, graphic reproduction, mileage, mailing/delivery, the purchase of additional maps, plans and reports and other out-of-pocket expenses that are related to carrying out services under this AGREEMENT. The Internal Revenue Source's Standard Mileage Rate shall be used to calculate mileage costs, and all other directly related job expenses shall not be subject to a multiplier and represent actual costs incurred by the CONSULTANT. Any additional expenses must be identified by the CONSULTANT and approved by the CLIENT.

G. Hourly Rates

The hourly rates in effect for purposes of this AGREEMENT are provided in Attachment A, Section 3. The CONSULTANT reserves the right to request an increase in the hourly charge rates, but only after eighteen months following the date of this AGREEMENT and with the written approval of the CLIENT. The CLIENT shall be notified at least 30 days in advance of such a request for an increase.

H. Invoicing and Method of Payment

- (1) The CONSULTANT shall submit, on a monthly basis, invoices for services performed and reimbursable directly related job expenses incurred on the PROJECT during the

billing period. Invoices are due and payable no later than forty-five (45) days from the date of CLIENT's receipt of the invoice.

- (2) Each invoice shall include a summary of work completed, the number of hours each staff person has devoted to the PROJECT during the preceding period, each staff person's hourly rate and the extension of such hourly rate times the amount of time to the half-hour that person has spent working on the PROJECT. Invoices shall also include a listing and the amount, at the actual cost thereof, for reimbursable directly related job expenses as defined in Paragraph F hereof.

I. Time of Performance

The services of the CONSULTANT shall begin upon delivery to the CONSULTANT of an executed copy of this AGREEMENT, and shall, absent causes beyond the reasonable control of the CONSULTANT, be completed within four (4) months of delivery of said executed AGREEMENT. The completion of services by the CONSULTANT shall be, among other things, contingent upon the timely receipt of the materials, data, and other reports described in Attachment A, *Scope of Services*, Section 1, and upon the timely decisions to be made by the CLIENT. For the purpose of this AGREEMENT, "timely" shall mean that decisions be made by CLIENT within ten (10) working days after receipt of a written request from CONSULTANT requesting such decisions. If the requested decisions are not provided in a timely manner, or if the CLIENT requests that CONSULTANT perform Extra Work as defined in Paragraph M hereof, such as is not now included in Attachment A, the CONSULTANT, if agreed to by the CLIENT, may suspend work on the PROJECT or a portion of the PROJECT, and may extend the period of time allotted to perform the services identified in Attachment A under this AGREEMENT, to a mutually agreed upon period of time necessary to compensate for the delay or additional Extra Work.

J. Excusable Delays

The CONSULTANT and CLIENT shall not be in breach of this AGREEMENT by reason of any failure in performance of this AGREEMENT in accordance with its terms if such failure arises out of reasonable causes beyond the control and without the fault or negligence of the CONSULTANT or CLIENT, respectively. Such causes may include, but are not restricted or limited to, acts of God or of the public enemy, acts of government in either its sovereign or contractual capacity, fires, floods, strikes, and unusually severe weather.

K. Termination

The CLIENT shall have the right to terminate this AGREEMENT by written prior notice to the CONSULTANT at least five (5) working days before the specified effective date of such termination. In such event, all finished and unfinished documents and work papers prepared by the CONSULTANT under this AGREEMENT shall become the property of the CLIENT. On receipt of said documents and work papers by the CLIENT, the CONSULTANT shall receive compensation and reimbursement for the work actually performed before the date of termination, in accordance with Paragraph F hereof, (Consultant's Compensation) of this AGREEMENT, less payment for services and expenses previously paid.

L. Non-discrimination

The CONSULTANT has an Affirmative Action program and shall engage in lawful employment practices. The CONSULTANT shall not fail, refuse to hire, discharge, or otherwise discriminate against any individual with respect to his or her compensation, terms, conditions, or privileges of employment, because of such individual's race, color, religion, sex, national origin, or handicap unrelated to the individual's ability to perform the duties of the position.

M. Extra Work

If requested in writing by the CLIENT and approved by the CONSULTANT, the CONSULTANT shall be available to furnish, or obtain from others, Extra Work of the following types:

- (1) Extra work or extended services due to changes in the general scope of the PROJECT, including, but not limited to; changes in size, complexity or character of the work items; extension of PROJECT timeline through no fault of CONSULTANT; acceleration of the work schedule involving services beyond normal working hours; non-delivery of any materials, data, or other information to be furnished by the CLIENT or others not within the reasonable control of the CONSULTANT.
- (2) Attendance at additional meetings beyond those made part of the AGREEMENT.
- (3) Other additional services, requested and authorized in writing by the CLIENT, which are not otherwise provided for under this AGREEMENT. The compensation and schedule for completing Extra Work authorized by the CLIENT shall be subject to negotiation between the CLIENT and the CONSULTANT in accordance with the provisions of Paragraph E hereof (Changes) of this AGREEMENT. However, the hourly rate in effect at the time of any change authorizing Extra Work will continue to be in effect for such Extra Work.

N. Client Representative to Consultant

The CLIENT designates Staci Hulseberg Director of Planning and Development (or her designee), to act as its representative with respect to the work to be performed under this AGREEMENT, and such person shall have authority to transmit instructions, receive information, interpret and define CLIENT's policies and provide decisions in a timely manner pertinent to the work covered by this AGREEMENT until the CONSULTANT has been advised in writing by the CLIENT that such

authority has been revoked. The CONSULTANT designates Daniel Gardner, Principal Associate, as the Project Director/Project Manager and the CONSULTANT's representative to the CLIENT.

O. Conflict of Interest

The CONSULTANT certifies that to the best of its knowledge no person associated with the CONSULTANT has any interest that would conflict in any manner or degree with the performance of this AGREEMENT. CONSULTANT shall not accept employment with other local governments having overlapping jurisdictions with the CLIENT for the duration of this assignment, unless specifically released in writing to do so by CLIENT.

P. Subcontractors

The CONSULTANT shall use subcontractors to perform certain landscape architecture, parking analysis, construction cost estimating, engineering, infrastructure, and environmental related portions of the services. The subcontractors for this project will be the firms of Gary R. Weber Associates; Walker Parking; and Engineering Resource Associates. The CONSULTANT shall remain responsible for all services performed by subcontractors and the subcontractors' compensation shall be included in the CONSULTANT's compensation as identified in Paragraph F.

Q. Independent Contractor

It is mutually understood and agreed, and it is the intent of CONSULTANT and CLIENT, that an independent contractor relationship be established and is hereby established under the terms and conditions of this AGREEMENT. Employees of the CLIENT are not, nor shall they be deemed to be, employees of CONSULTANT. Employees of CONSULTANT are not, nor shall they be deemed to be, employees of CLIENT.

R. Insurance

CONSULTANT shall provide CLIENT with a certificate of insurance naming CLIENT, its board members, employees and agents, as additional insured with an insurance company, types of coverage and amounts of coverage acceptable to CLIENT.

S. Entire Agreement

This AGREEMENT, including the attachments to this agreement, contains the entire agreement of the parties. It may not be changed orally but only by an amendment in writing executed by the parties to this AGREEMENT. No representations, warranties, undertakings or promises have been made by either party hereto unless expressly stated herein.

T. Notices

All notices, communications and/or demands given pursuant hereto shall be in writing and shall be deemed sufficient if delivered in person or sent by certified mail, return receipt requested, addressed as set forth in the first paragraph hereof. The date of mailing shall be deemed the date of service. Either party may change the address for notice by the aforesaid procedure.

IN WITNESS WHEREOF, the CLIENT and the CONSULTANT have executed this AGREEMENT on the date and year first above written.

CONSULTANT:

CLIENT:

HOUSEAL LAVIGNE ASSOCIATES, LLC.

VILLAGE OF GLEN ELLYN, ILLINOIS



By: _____

By: _____

Name: John Houseal, AICP

Name:

Title: Principal

Title:

ATTACHMENT A

SCOPE OF SERVICES, COSTS, and HOURLY RATES

This section describes the Scope of Services for preparing the Downtown Glen Ellyn Streetscape and Parking Study.

SECTION 1

Whereas the scope of services will be undertaken by the CONSULTANT, it is understood and agreed that the CLIENT will provide the following assistance to the CONSULTANT:

1. The CLIENT, with the CONSULTANT's assistance, will schedule and arrange and provide notices for all meetings and workshops including contacting agencies, individuals and citizens to be invited to meetings.
2. The CLIENT, with the CONSULTANT'S assistance, will collect and compile previously prepared and available ordinances, codes, reports, projects, studies, maps and other data that might be useful in the assignment, including complete GIS information if available.

SECTION 2

SCOPE OF SERVICES

PROJECT APPROACH — Streetscape Plan

Information Collection and Base Mapping

We will conduct a downtown streetscape site review and analysis of existing improvements, including, but not limited to existing sidewalks, pavements, crosswalks, decorative street lights, street furniture, wayfinding signage, landscape islands and planters and existing trees and landscaping. Included in this task will be existing public spaces and site features. We will incorporate the use of existing data from the county for the project area: contour mapping, tax mapping, sanitary, water and storm atlases, as well as floodway mapping.

Existing streetscape analysis and a report depicting conditions and recommendations for improvements will be prepared.

Visual Preference Survey

As part of the public outreach, we will prepare a Visual Preference Survey (VPS) designed to solicit opinion on design elements for the streetscape as well as the parking deck. Separately, a questionnaire and online VPS would be created to allow for an additional means of allowing for resident participation. We will work with Village staff to determine whether a separate project website is needed or if a simple link from the Village's homepage would be most appropriate.

A Visual Preference Survey, questionnaire and online VPS will be prepared.

Design and Material Alternatives

Occurring concurrently with the Visioning and Parking Study, design alternatives will be prepared for streetscape improvements. Preliminary design guidelines will be prepared and include streetscape material and furnishing options, representative improved plant lists as well as potential appropriate best management practices.

A brief summary of the Research and Analysis information relating to conceptual infrastructure and drainage issues in regard to streetscape improvements will be prepared and reviewed with Village staff representatives, as necessary. Deliverables will also include alternative plans, perspective sketches, cross sections and material graphics and photos depicting options for streetscape improvements, along with a summary of infrastructure and drainage issues relating to streetscape improvements.

Streetscape Plan

Based upon selected alternatives we will prepare a conceptual streetscape plan with enlarged details and Sketch-Up views of key areas, boundaries depicting different levels of streetscape treatment will be identified. Design Guidelines will be prepared for improvements depicting selected paving, street furniture, decorative street lighting, as well as recommended improved plant material. Upon completion A conceptual Streetscape Plan, itemized Cost Analysis and Design Guidelines will be prepared.

PROJECT APPROACH — Parking Garage Study

The initial phase of the analysis includes gathering market data and facilitating stakeholder meetings. The information obtained during this phase serves as a foundation from which management strategies and future development recommendations will be prepared.

We will work with representatives from the Village staff, the Architectural Review Commission (ARC), Plan Commission (PC) and the Village Board of Trustees (Village Board) to complete the parking study. To ensure a process of transparency and collaboration, we will establish a communication plan with the Village during this initial phase that includes teleconference calls (as needed), scheduled work sessions and stakeholder interviews.

The next phase consists of an assessment of parking conditions, parking management strategies, and six (6) potential parking garage locations. To ensure progress and consensus among the project team, task memorandums are provided to the Village for review at key decision points during the project. The task memorandums provide an opportunity for the Village to gain an understanding of applied methodology, source data, and recommendations. This process is particularly important when analyzing parking policy and potential development locations.

Project Steps for Streetscape Plan and Parking Garage Study

Task 1: Kick-off Meeting with Village staff

Task 2: Develop community outreach program

Task 3: Develop Streetscape Area Improvement Boundaries and Meet with ARC

Task 4: Community Workshop and Visual Preference Survey

Task 5: Prepare Preliminary Streetscape Plan

Task 6: Preliminary Evaluation of Parking Management Strategies and
Potential Parking Garage Locations

Task 7: Prepare Preliminary Parking Plan

Task 8: Meeting with Village Staff

Task 9: Meeting with ARC

Task 10: Meeting with the Plan Commission

Task 11: Prepare Revised Streetscape and Parking Study

Task 12: Meet with the Village Board

Task 14: Prepare Final Revisions to Downtown Streetscape Plan and Parking Study

Task 15: Final Presentation to the Village Board and Plan Approval

TIME FRAME

An 8 - 10 week project timeline is anticipated. The final public presentation(s) could be delivered approximately two weeks after the final report is issued.

TOTAL LANDSCAPE PLAN AND PARKING GARAGE STUDY

\$ 50,000.00

The above fee includes project related expenses. Expenses include travel, postage, and reproduction of reports and drawings. The cost for attending additional meetings can be performed per the Standard Billing Rates of the personnel involved.

SECTION 3

STANDARD BILLING RATES - 2012

HOUSEAL LAVIGNE

Principal \$150.00

Principal Associate \$140.00

Senior Associate \$125.00

GRWA

Principal \$148.00

Senior Landscape Architect \$122.00

Landscape Architect \$105.00

Landscape Designer \$ 85.00

Support \$ 52.00

ERA

Project Director \$209.25

Project Manager \$170.47

Project Engineer \$113.00

Clerical \$ 57.20

WALKER PARKING

Senior Principal \$265.00

Senior Engineer/Senior Architect \$170.00

Principal \$220.00 Engineer/Architect \$145.00

Senior Project Manager \$210.00

Designer \$135.00

Project Manager \$ 175.00

Senior Technician \$120.00

Assistant Project Manager \$ 135.00

Technician \$105.00

Senior Parking Consultant \$210.00

Field Auditor \$80.00
Parking Consultant \$ 175.00
Senior Admin Assistant/Bus Mgr \$83.00
Parking Analyst / Planner \$ 135.00
Administrative Assistant \$63.00

A-5

Memorandum

May 17, 2012

TO: MARK FRANZ, VILLAGE MANAGER
FROM: MATT PEKAREK, RECREATION DIRECTOR *Matt Pekarek.*
RE: VILLAGE LINKS FACILITY IMPROVEMENT PROJECT - ATTACHMENTS

The following documents are enclosed for the presentation to the Village Board of Trustees on the Village Links Facility Improvement Project at the Board Workshop on Monday May 21, 2012.

1. A May 17, 2012 memorandum from myself on the latest project Construction Cost Estimate and related topics. This includes a detailed Construction Cost Estimate spreadsheet.
2. A May 17, 2012 memorandum from myself on the Business Plan we propose to employ to meet incremental profit goals after the Improvement Project is completed.
3. A March 1, 2012 memorandum from myself on the Village Links Marketing Plan.
4. The April 28, 2012 Improvement Project Update #6. This report contains some recent renderings of the proposed clubhouse addition. (background information)
5. An April 2012 project site plan. (background information)
6. An April 2012 clubhouse floor plan. (background information)

Memorandum

May 17, 2012

TO: MARK FRANZ, VILLAGE MANAGER
FROM: MATT PEKAREK, RECREATION DIRECTOR *Matt Pekarek*
RE: VILLAGE LINKS FACILITY IMPROVEMENT PROJECT - COST ESTIMATE

Design work is progressing on the Village Links Facility Improvement Project. We are submitting applications for various Village approvals including a Special Use Permit and Zoning variations.

This is shaping up to be an excellent project that will invigorate the Village Links and excite our customers. It will give the Glen Ellyn community a new attractive and comfortable gathering place.

We have benefited from considerable input over in the last year. We are indebted to the Master Plan Steering Committee, the Recreation Commission, the ad hoc Guidance Group on Aesthetics, citizens who attended our initial public meeting in May 2011 and the Village Board of Trustees. Those groups, Village Links staff, the National Golf Foundation and the architects and engineers working on this project have all made valuable contributions that have improved the project. This is an exciting project of which everyone involved will be proud.

We are dealing with three major challenges. 1. Like most capital projects, cost is a major challenge. 2. Time is of the essence if we are to complete the Village permitting approval process in time to begin work this year. 3. There are practical and legal challenges when trying to build in a storm water detention system intended to flood during storm events.

Project Cost Estimate

We hired architects and engineers to design the project in January 2012. The initial project cost estimate was \$3,800,000 with the goal of lowering that cost during the design process by up to \$600,000.

In recent months the project scope evolved and expanded as we continued to receive input. I have kept all involved apprised of changes to the project plan through periodic Updates. On May 14, 2012 our architects and engineers prepared a revised cost estimate for the updated project plan. The cost of the project had grown to \$6,300,000 as detailed in the attached Construction Cost Estimate.

Project Cost Management - Budget Adjustments

Staff reviewed the Construction Cost Estimate and identified \$1,867,000 in costs to be lowered, eliminated or deferred. These items are listed on page five of the Construction Cost Estimate. Staff made these decisions generally without input from the architects and engineers. As we get more input and as the design continues to evolve, this plan will also evolve.

Defer Cart Storage Building With Driving Range Over-Hang - We propose to defer construction of the Cart Storage Building with Driving Range Over-Hang to save a net \$575,000. This includes replacing the building with an asphalt cart parking area instead. Note that all calculations consider a standard 10% contingency factored into all expense items at this point in the design process.

Defer Paving Winchell Way; Defer Paving and Lighting Main Parking Lot - Other major deferrals include not paving the main parking lot and Winchell Way (\$153,000) and not lighting the main parking lot (\$100,000).

Replace Metal Roof With Shingles - The only other major concession being considered for budget purposes is replacing the clubhouse metal roof with asphalt shingles (\$100,000).

Perform Some Work In-House - Village Links staff is planning on performing some of the work in-house to save \$150,000 without any trade-off in value received. This will shift an insignificant amount of labor expense to our operating budget.

Defer or Eliminate Some Bar & Kitchen Equipment - JS Designs proposed Bar and Kitchen Equipment of \$405,000. We proposed to eliminate or defer \$100,000 of equipment purchases that we have identified as possibly initially unnecessary. In some cases we propose using existing equipment that is still serviceable. We reviewed this strategy with JS Designs and they concur that we can defer or eliminate \$100,000 of equipment from their original plan. If it turns out that the proposed equipment is needed due to extraordinary growth in the food service business, we will be able to cost effectively add it in future years.

Savings From Competitive Bidding - A major budget reduction of \$400,000 anticipates savings that predictably occur as a result of the competitive bidding process. While it is a bit early in the process to rely on this savings, we feel that it would be counterproductive to eliminate key project features at this point.

Advantage of Flexibility - The items deferred or eliminated can almost all be added later as funds allow. While it is preferable to complete all of this work at once, none of the deferred or eliminated items detract from the core improvements to the clubhouse or driving range. The only irreversible elimination would be to eliminate the metal roof in favor of less expensive shingles. We intend to bid many of the items eliminated or deferred as alternates. This gives us the flexibility to make final decisions on actual costs.

Revenue Projections - With the design more fully developed, we revisited the projections of revenue that will fund the project. The revised revenue projection anticipates \$305,000 in annual profit. The majority of these profits would come from golf fees. It is not inconceivable that profits could be higher, but it would not be prudent to rely on appreciably higher profits while the golf economy is having profound long term difficulties.

Updated Estimated Cost - Cost reductions of \$1,867,000 leave us with a revised project budget of \$4,433,000. Annual debt service on that amount over 20 years will be roughly \$335,000 per year.

Cash Flow Management

We propose to retain \$1,000,000 of existing golf course reserves to cover any annual debt service shortfalls. That will leave us with a separate \$1,000,000 operating reserve to provide operating cash flow and deal with unanticipated issues related to operating a weather dependent seasonal business.

Cash Flow With Revenues As Projected - In year 1, we know that we will have a \$335,000 shortfall, as a debt service payment will be due before we have had the chance to earn any profit from the new improvements. If incremental profits are \$305,000 per year as projected, we would have an annual shortfall of \$30,000. In years 2-11 we would pay for the shortfall from that reserve. At the end of year 11, the \$1,000,000 reserve would be down to \$365,000 and our \$1,000,000 operating reserve would be intact.

Cash Flow With A Shortfall of Revenues - If profits were appreciable lower than projected, we would cover the shortfalls with reserve funds while working to make management corrections. If the shortfall was \$100,000 per year in years 2-11, we would use all of the \$1,000,000 project reserve, and an additional \$335,000 from our remaining operating reserve. That would leave us with over \$600,000 in operating reserves at the end of 2023.

Golf Course Renovation Bonds Retired 2023 - 2023 marks the end of the existing bond issue used to finance the 2003 golf course renovation project. The end of that bond issue would free up an additional \$335,000 per

year that would more than cover any cash shortfall in subsequent years and would help replenish the depleted reserves.

Note that this is an example of how we would intend to deal with unexpectedly low profits in a worse case scenario. We would prefer to never use any reserves for this purpose and would strive to cover all debt service from annual profits.

Time

We need to keep the design and approval processes on schedule if we are to take advantage of today's favorable construction cost environment. If construction is delayed to next year, higher construction costs could force us to scale back the project.

Storm Water Compensation

In many ways, the laws and realities related to flooding and storm water detention pose greater challenges than the financial issues in this project. Every square foot of impervious surface requires additional detention. Every cubic yard that we fill in to build a path or building or tee or green requires additional detention. When the project is finished, the Village Links will hold more flood water than ever before. The Village Links will protect nearby property owners from flooding more than ever before. But doing this makes the Village Links an extremely difficult property to build on.

The golf course floods by design. It will flood more after this project is completed. Our intent is to keep key features out of danger from being damaged by flooding. As the number and size of project components grows, we are increasingly flirting with flood damage that could hurt the golf business. At the same time, the cost of providing storm water detention solutions grows. It is about \$500,000 at this point.

We have not solved all of the storm water detention issues for this project. We may have to make some difficult choices, giving up use of property, making parts of the golf course less functional/enjoyable, lowering quality, eliminating desirable project features or all of the above.

Moving forward, we cannot afford to make changes that add to the stormwater detention challenge. We cannot afford the loss of useable land, the cost of building expensive detention and the time delay required to rework complicated engineering solutions.

Recreation Commission May 16, 2012 - I reviewed the updated Estimated Construction Cost and Cash Flow Plans with the Recreation Commission on May 16, 2012. They were supportive of the concepts outlined in this memorandum and hope that the project will be completed.

Upcoming Village Board Actions

This report is for information only. No action is required at this time. This project will return to the Village Board for formal action later this year:

July 2012 - Approve Special Use Permit and Variations; Authorize Competitive Bidding

September 2012 - Accept Low Bids

September 2012 - Authorize Financing (20 year General Obligation Bonds to be paid by Recreation Fund)

I am available to discuss this at your convenience.

Village Links of Glen Ellyn
 Facility Master Plan Construction Cost Estimate
 updated May 16, 2012



Site Work - Estimate by V3	Quantity	Unit	Unit Cost	Cost
1.0 EARTHWORK				
1.01 Clay / Topsoil Excavation & Placement	20,000	CY	\$ 5.00	\$ 100,000.00
1.02 Export Material (If Necessary)	3,500	CY	\$ 20.00	\$ 70,000.00
1.03 Silt Fence	3,500	LF	\$ 2.00	\$ 7,000.00
1.04 Inlet Sediment Traps	4	EA	\$ 200.00	\$ 800.00
1.05 Erosion Control Blanket (SC75)	5,500	SY	\$ 1.75	\$ 9,625.00
1.06 Construction Entrance	1	EA	\$ 2,500.00	\$ 2,500.00
Subtotal Earthwork				\$ 189,925.00
2.0 SANITARY SEWER				
2.01 6" Sanitary Sewer	990	LF	\$ 24.00	\$ 23,760.00
2.02 4' Sanitary Manhole	8	EA	\$ 2,100.00	\$ 16,800.00
2.03 Connect To Existing	1	EA	\$ 3,000.00	\$ 3,000.00
2.04 Abandon Existing Manhole	2	EA	\$ 500.00	\$ 1,000.00
2.05 Testing As Required	1		\$ 1,500.00	\$ 1,500.00
2.06 Trench Backfill	1,200	CY	\$ 30.00	\$ 36,000.00
Subtotal Sanitary Sewer				\$ 82,060.00
3.0 WATER SUPPLY				
3.01 6" D.I.P. Class 52	110	LF	\$ 32.00	\$ 3,520.00
3.02 Trench Backfill	20	CY	\$ 30.00	\$ 600.00
3.03 Watermain Repair	1		\$ 40,000.00	\$ 40,000.00
3.04 Testing / Chlorination	1		\$ 1,200.00	\$ 1,200.00
Subtotal Water Supply				\$ 45,320.00
4.0 STORM SEWER SYSTEM				
4.01 Storm Sewer, RCP (12")	155	LF	\$ 25.00	\$ 3,875.00
4.02 Storm Inlet	2	EA	\$ 1,200.00	\$ 2,400.00
4.03 4' Dia. Storm Manhole	1	EA	\$ 1,600.00	\$ 1,600.00
4.04 Mechanical Structure	2	EA	\$ 9,000.00	\$ 18,000.00
4.05 Flared End Section W/Grate (12")	2	EA	\$ 900.00	\$ 1,800.00
4.06 Culvert By Tee 1 (Additional ADS Pipes And Headwall)	1		\$ 60,000.00	\$ 60,000.00
4.07 Trench Backfill	15	CY	\$ 30.00	\$ 450.00
Subtotal Storm Sewer System				\$ 88,125.00
5.0 PAVING				
NEW PARKING AREAS				
5.01 Bituminous Surface Course (1.5")	5,226	SY	\$ 7.35	\$ 38,411.10
5.02 Bituminous Binder Course (2.5")	5,226	SY	\$ 10.80	\$ 56,440.80
5.03 10" Aggr. Base Course Type B (CA-6) W/Prime Coat	5,226	SY	\$ 7.80	\$ 40,762.80
5.04 B6.12 Curb And Gutter W/Aggr. Base 2	2,180	LF	\$ 16.00	\$ 34,880.00
EXISTING PARKING LOT				
5.05 Mill And Replace 2" Bituminous Surface Course 9	9,175	SY	\$ 13.25	\$ 121,568.75
5.06 B6 Curb W/Aggr. Base	840	LF	\$ 25.00	\$ 21,000.00
WINCHELL WAY				
5.07 Mill And Replace 2" Bituminous Surface Course 2,	2,545	SY	\$ 13.25	\$ 33,721.25
CART / PEDESTRIAN PATH				
5.08 5" PCC Sidewalk W/ 4" Compacted CA-6	38,577	SF	\$ 6.00	\$ 231,462.00
ADDITIONAL PAVING ITEMS				
5.09 Striping & Signage	1		\$ 5,000.00	\$ 5,000.00
Subtotal Paving				\$ 583,246.70
6.0 ELECTRICAL				
6.01 Light Poles / Fixtures	1	allowance	\$ 95,000.00	\$ 95,000.00
6.02 Foundations	1	allowance	\$ 28,000.00	\$ 28,000.00
6.03 Miscellaneous Electrical	1	allowance	\$ 60,000.00	\$ 60,000.00
Subtotal Electrical				\$ 183,000.00
7.0 MISCELLANEOUS				
7.01 Public Access Path	1	allowance	\$ 50,000.00	\$ 50,000.00
7.02 Retaining Wall (Based On 2,500 FF)	1	allowance	\$ 75,000.00	\$ 75,000.00
Subtotal Miscellaneous				\$ 125,000.00
Site Work Subtotal				\$ 1,296,876.70
Contingency - 10%				\$ 129,687.67
Total Site Work				\$ 1,426,564.37

Other Utilities - Estimate By PPK & Staff				
Electric Service (Remove/Abandon Existing & Provide New Service) Estimated by PPK & Staff				\$ 40,000.00
Telephone Service (Remove/Abandon Existing & Provide New Service) Estimated by PPK & Staff				\$ 9,000.00
Gas Service (Remove/Abandon Existing & Provide New Service) Estimated by PPK & Staff				\$ 15,000.00
Subtotal Utilities				\$ 64,000.00
Contingency - 10%				\$ 6,400.00
Total Other Utilities				\$ 70,400.00

Golf Facilities - Estimate by Gill Design - projected by staff				
	Quantity	Unit	Unit Cost	Cost
1.0 - General				
1.01 Site silt fence - (deleted included by V3)	900	LF	\$ 3.50	
1.02 Tree transplant (1&2 - delete; assign to Links Staff)	10	EA	\$ 150.00	\$ 1,500.00
1.03 Tree and stump removal (1&2 - delete; assign to Links Staff)	20	EA	\$ 250.00	\$ 5,000.00
1.04 Removals & salvage (1&2 - delete; assign to Links Staff)	1	LS	\$ 5,000.00	\$ 5,000.00
Sub-total General				\$ 11,500.00
2.0 - Excavation, Grading & Shaping				
2.01 Topsoil stripped & replaced (1&2)	7,500	CY	\$ 2.50	\$ 18,750.00
2.02 Rough grading & shaping (1)	7,500	CY	\$ 2.00	\$ 15,000.00
Sub-total Excavation, Grading & Shaping				\$ 33,750.00
3.0 - Drainage (1&2)				
3.01 4" perforated pipe w/ gravel backfill	5,400	LF	\$ 5.50	\$ 29,700.00
3.02 6" perforated pipe w/ gravel backfill	2,330	LF	\$ 6.50	\$ 15,145.00
3.03 12" catch basin w/ grate	6	EA	\$ 300.00	\$ 1,800.00
3.04 24" catch basin w/ grate	7	EA	\$ 850.00	\$ 5,950.00
Sub-total Drainage				\$ 52,595.00
4.0 - Feature Construction				
4.01 Tee construction w/ 6" USGA mix (both wings)	87,000	SF	\$ 1.25	\$ 108,750.00
4.02 Putting green (USGA construction method) (new plan)	13,800	SF	\$ 5.00	\$ 69,000.00
4.03 Fairways and Roughs (1&2)	10.75	AC	\$ 500.00	\$ 5,375.00
4.04 Bunker construction w/ 5" local bunker sand	-	SF	\$ 3.50	\$ -
Sub-total Feature Construction				\$ 183,125.00
5.0 - Irrigation				
5.01 60' Tee/green sprinkler w/ pipe, wire & controls (1&2)	39	EA	\$ 900.00	\$ 35,100.00
5.02 80' Fairway sprinkler w/ pipe, wire & controls (1&2)	58	EA	\$ 900.00	\$ 52,200.00
Sub-total Irrigation				\$ 87,300.00
6.0 - Fine Grade, Seeding & Sodding				
6.01 Tee/green (bentgrass) (new plan)	100,800	SF	\$ 0.12	\$ 12,096.00
6.02 Fairway (bentgrass)	-	SF	\$ 0.10	\$ -
6.03 Rough/disturbed (blue-fescue) (5 AC mlp estimate)	217,800	SF	\$ 0.08	\$ 17,424.00
6.04 Erosion fabric (1&2)	112,500	SF	\$ 0.10	\$ 11,250.00
Sub-total Fine Grade, Seeding & Sodding				\$ 40,770.00
7.0 - Miscellaneous Amenities				
7.01 All weather tee (4" x 10' concrete) (16' wide x 370')	5,920	SF	\$ 6.50	\$ 38,480.00
Sub-total Miscellaneous Amenities				\$ 38,480.00
Sub-total Golf Facilities				\$ 447,620.00
8.0 - Direct Project Costs				
9.01 Mobilization & Closeout	2%			\$ 6,712.80
9.02 Contractor Project Administration	2%			\$ 8,950.40
9.03 Contractor Bonds & Insurance	2%			\$ 6,712.80
9.04 Contractor Permits & Testing	1%			\$ 4,475.20
Sub-total Direct Project Costs				\$ 26,851.20
Total (General construction bid amount)				\$ 474,371.20
9.0 - Fees and Contingency				
Golf Course Design / Engineering	10%			
Contingency	10%			\$ 47,437.12
Total				\$ 521,808.32

Buildings - Estimate by PPK Architects	Area SF		Cost/sf or Lump Sum	Cost
Clubhouse Addition	7,400		\$ 225.00	\$ 1,665,000.00
Front Entrance Canopy	1,000		\$ 125.00	\$ 125,000.00
Exterior Trellis - entrance	1,300		\$ 50.00	\$ 65,000.00
Exterior trellis - north/west	400		\$ 50.00	\$ 20,000.00
Clubhouse Renovation	5,000		\$ 75.00	\$ 375,000.00
Kitchen Utilities	1		\$ 25,000.00	\$ 25,000.00
Patio Roof	865		\$ 55.00	\$ 47,575.00
Patio	3,650		\$ 15.00	\$ 54,750.00
Patio Wall	1,500		\$ 25.00	\$ 37,500.00
Patio - Fire Pits	2		\$ 5,500.00	\$ 11,000.00
Cart Building	5,260		\$ 80.00	\$ 420,800.00
Driving Range Overhang	2,500		\$ 50.00	\$ 125,000.00
Architectural/Landscape Lighting	30		\$ 400.00	\$ 12,000.00
Bollard Lighting	10		\$ 1,000.00	\$ 10,000.00
9-Hole Starter House	1		\$ 15,000.00	\$ 15,000.00
Landscaping	1		\$ 90,000.00	\$ 90,000.00
Buildings SubTotal				\$ 3,098,625.00
Design Contingency - 10%				\$ 309,862.50
Clubhouse Estimated Cost				\$ 3,408,487.50

Bar & Kitchen Equipment - Estimate by JS Designs	Quantity	Unit	Unit Cost	Cost
Main Bar Equipment	1		\$ 78,500.00	\$ 78,500.00
Kitchen	1		\$ 214,400.00	\$ 214,400.00
Remote Watress Station	1		\$ 6,200.00	
Miscellaneous	1		\$ 75,000.00	\$ 75,000.00
Bar & Kitchen SubTotal				\$ 367,900.00
Design Contingency - 10%				\$ 36,790.00
Bar & Kitchen Estimated Cost				\$ 404,690.00

Undefined Items Estimate by Staff	Quantity	Unit	Unit Cost	Cost
Fixtures, Furnishings & Equipment for Clubhouse Addition (carpeting, tables/chairs, light fixtures etc)	3,200	SF	\$ 50.00	
Banquet tables & chairs - MA		LS		\$ 15,000.00
Dining tables & chairs - MA				\$ 11,000.00
Patio tables & chairs - MA				\$ 15,000.00
Relocate Outdoor Beverage Cooler		LS		\$ 10,000.00
Relocate Trash Stockade		LS		\$ 5,000.00
Protective Fencing	350	LF	\$ 40.00	\$ 14,000.00
		LS		
Replacement Scoreboard		LS		\$ 10,000.00
Geo Thermal Grid				\$ 100,000.00
Update Irrigation System Software				\$ 5,000.00
Undefined Items Subtotal				\$ 185,000.00
Contingency - 20%				\$ 37,000.00
Undefined Items Estimated Cost				\$ 222,000.00

Design Costs				Cost
Site Work - V3 Companies				\$ 121,200.00
Buildings - PPK Architects				\$ 74,500.00
Landscape - Planning Resources through PPK Architects				\$ 5,700.00
Golf Course Design - Gill Design				\$ 20,400.00
Bar & Kitchen Design - JS Design				\$ 2,000.00
Design Subtotal				\$ 223,800.00
Contingency - 10%				\$ 22,380.00
Design Estimated Cost				\$ 246,180.00

Phase 1 Construction Estimate Summary				
Site Work - Estimate by V3				\$ 1,426,344.37
Other Utilities - Estimate by PPK & Staff				\$ 70,400.00
Golf Facilities - Estimate by Gill Design - projected by staff				\$ 521,808.32
Buildings - Estimate by PPK Architects				\$ 3,408,487.50
Bar & Kitchen Equipment - Estimate by JDS Designs				\$ 404,690.00
Undefined Items - Estimate by Staff				\$ 222,000.00
Design - per contracts/agreements				\$ 246,180.00
Phase 1 Construction Estimate				\$ 8,299,910.19

Construction Estimate vs. Budget				
Phase 1 Maximum Budget				\$ 3,800,000.00
Budget Deficit				\$ (2,499,910.19)
Potential Budget Adjustments (adjustments are approximate; refinement is ongoing)				
V3 1.01 Excavation Reduction due to less required stormwater detention (\$100,000 = 100%)				\$ (15,000.00)
V3 1.02 Export Material savings due to on site storage (\$70,000 = 100%)				\$ (10,500.00)
V3 1.03 Savings from Silt Fence Installation by Village Links Staff				\$ (5,000.00)
V3 5.05 & 5.06 Defer Paving Main Parking Lot				\$ (120,000.00)
V3 5.07 Pave Winchell Way - Village Street				\$ (33,721.25)
V3 6.0 Defer Electrical Parking Lot Lights (or shift to Village)				\$ (100,000.00)
V3 7.01 Public Access Path Along Winchell Way - Village Sidewalk				\$ (50,000.00)
PPK Defer Cart Building with Driving Range Overhang to next Phase				\$ (545,800.00)
Add Asphalt cart storage area in lieu of storage building	5,250	SF	\$ 4.50	\$ 23,625.00
PPK Landscaping - Reduce Estimate and have Village Links Staff do work				\$ (70,000.00)
PPK Switch from Metal Roof to Asphalt Shingles				\$ (100,000.00)
PPK Defer 9-Hole Starter House				\$ (15,000.00)
PPK Reduce \$20,000 for Bar Top included in JS Design				\$ (20,000.00)
Gill 1.02, 1.03, 1.04 - by Links Staff				\$ (11,500.00)
Gill 4.01 Reuse Driving Range Tee Mix to Reduce Cost 50%				\$ (54,375.00)
Gill 4.02 Reduce Cost 50% by having greens built by Village Links Staff				\$ (34,500.00)
Gill 4.0 Add Cost of Building #1 Tees (9-hole)	7,500	SF	\$ 3.00	\$ 22,500.00
Gill 5.02 Defer Irrigating Driving Range Fairway				\$ (52,200.00)
Gill 6.0 Reduce Fine Grade Seeding & Sodding 75% by having Village Links Staff do work				\$ (30,577.50)
JS Design Reduce Kitchen & Bar Expense				\$ (100,000.00)
Undefined Items - Reduce Allowance for Scoreboard by Village Links Staff				\$ (5,000.00)
Undefined Items - Add Cart Fuel Tank				\$ 10,000.00
Undefined Items - Eliminate Outdoor Beverage Cooler (verify indoor capacity)				\$ (10,000.00)
Undefined Items - Add Site Fixtures - benches, trash, planters	1	LS	\$ 30,000.00	\$ 30,000.00
Anticipated Savings from Bidding Process Competition				\$ (400,000.00)
Potential Budget Adjustments - Subtotal				
				\$ (1,697,048.75)
Contingency - 10%				\$ (169,704.88)
Potential Budget Adjustments Total				\$ (1,866,753.63)
Revised Budget after Potential Budget Adjustments				\$ 4,433,156.57
Potential Budget Shifts to Village (we have no indication that this can or will happen)				
V3 3.03 Watermain Repair - Village Water Line				\$ (40,000.00)
V3 4.0 Storm Sewer System - Village System				\$ (88,125.00)
V3 5.06 Pave Winchell Way portion of Main Parking Lot - Village Street				\$ (33,721.25)
V3 5.07 Pave Winchell Way - Village Street				\$ (33,721.25)
V3 6.0 Electrical Parking Lot Lights (or defer) - Village Right-of-Way & Winchell Way				\$ (100,000.00)
V3 7.01 Public Access Path Along Winchell Way - Village Sidewalk				\$ (50,000.00)
Potential Budget Shifts to Village - Subtotal				
				\$ (345,567.50)
Contingency - 10%				\$ (34,556.75)
Potential Budget Shifts to Village - Total				\$ (380,124.25)

	Projected Annual Sales Increase	Annual Operating Expense Increase	Expense % (of Sales)	Net Profit
New Revenue/Profit - Estimated by Staff				
Bar	200,000	170,000	85%	30,000
Dining Room Remodeling - Food & Beverage	100,000	85,000	85%	15,000
Patio Remodeling - Food & Beverage	40,000	34,000	85%	6,000
Close In Parking Addition - Food & Beverage	120,000	102,000	85%	18,000
Hospitality Facility - Food & Beverage	70,000	56,000	80%	14,000
Driving Range Covered Tee Stations			50%	
Improved Driving Range Tee	20,000	2,000	10%	18,000
Close In Parking Addition - Driving Range	20,000	2,000	10%	18,000
Hospitality Facility - Green Fees & Carts	100,000	20,000	20%	80,000
General Benefit - 4% Green Fees & Carts	80,000	8,000	10%	72,000
Meeting Room - Green Fees & Carts	30,000	6,000	20%	24,000
Utility Savings From Geo Thermal Grid		(10,000)		10,000
Total	\$ 780,000	\$ 479,000	61%	\$ 305,000

Subtotal - Food & Beverage	530,000	447,000	84%	83,000
Subtotal - Driving Range	40,000	4,000	10%	36,000
Subtotal - Green Fees & Carts	210,000	34,000	16%	176,000

2010 Food & Beverage Sales (Clubhouse & GEX)	373,000
2010 Driving Range Sales	202,000
2010 Green Fees & Cart Sales	2,100,000

Food & Beverage Sales - Projected Increase	142%
Driving Range Sales - Projected Increase	20%
Green Fees & Cart Sales - Projected Increase	10%

Memorandum

May 17, 2012

TO: MARK FRANZ, VILLAGE MANAGER

FROM: MATT PEKAREK, RECREATION DIRECTOR *Matt Pekarek*

RE: VILLAGE LINKS BUSINESS PLAN - POST IMPROVEMENT PROJECT

While developing the plan for improvements to the Village Links clubhouse, clubhouse site and driving range, we identified incremental profits that would be generated by those improvements. Those incremental profits were included in the first Master Plan draft in 2010, and have been updated as planning progressed. This is the business plan that we would employ to generate the incremental profits projected to fund the planned improvements.

In developing this business plan we considered the financial results of dozens of public golf courses in this and other markets. We considered the evaluation of the Master Plan conducted by the National Golf Foundation in 2011. We considered the input of individual Glen Ellyn residents, the Village Board, the Recreation Commission, the Master Plan Steering Committee, the ad hoc Guidance Group on Aesthetics and thousands of golf course customers.

Green Fees and Cart Revenues

The most important part of our business plan is to increase golf course revenues.

General Impact on Green Fee and Cart Revenue - We project that green fees and cart revenues will increase 4% because the new facilities will generate customer enthusiasm and will attract more rounds of golf. Our original projection was that golf revenues would increase 3%. We have observed this type of increase with the addition of new facilities at the Village Links and at other area courses. The National Golf Foundation felt that this expectation was conservatively low. Out of respect for their experience in such matters and in appreciation for the attractiveness of the planned improvements, we have increased our new revenue estimate to a 4% growth in golf revenues. This new business is profitable and would only increase variable costs by 10% of revenues. Net profit - \$72,000.

Golf Outings - We expect to be able to schedule more golf outings with a nicer and larger hospitality capability. We expect to attract an additional \$100,000 in golf outings as a result of the new facilities. This goal is reasonable given the number of outing inquiries that we are presently fielding and the interest from outing customers that go elsewhere because we lack a banquet room. The National Golf Foundation feels that we could attract more outing business than we project. We agree that a course in our location can attract more outings than that, but we hesitate to count on more incremental revenue because a much larger outing business would require that we cut out considerable existing play. Still, there is room for more revenue growth than we rely on in this plan.

There will be some additional marketing costs to attract more golf outings. At this point our plan is to use current full-time staff to sell outings. Variable costs will be greater for those marketing efforts and for the extra services provided during outings. Variable costs would be 20% of revenues. Net Profit - \$80,000.

Meeting Room - The National Golf Foundation recommended that we add a meeting room capable of hosting a meeting for up to 20 people. They project that a fully appointed meeting room of that size would attract

\$30,000 in golf business from groups that would hold a meeting before or after the round. We had not considered this and added such a meeting room on their recommendation. This type of group play is more compatible with our existing clientele than larger outings because they utilize consecutive tee times instead of shot gun starts. We will market this in conjunction with small golf outings. Variable costs would be 15%. Net Profit - \$24,000.

Driving Range Revenue

We expect that driving range revenues will increase 20% due to a combination of an improved practice tee and the addition of parking spaces close to the driving range. This would equal a total revenue increase of \$40,000 per year. Variable costs are 10%. Net Profit - \$36,000.

Food and Beverage Revenue

Banquets - We expect that banquet sales from golf outings and non-golf events will equal \$70,000 per year. This projection is very conservative, but proportionate to our projections of golf outing revenue. Variable costs are high, but not quite as high for the daily food and beverage business, at 80% of revenues. Net Profit - \$14,000.

Bar - We expect that the addition of a bar will generate \$200,000 annually. This is based on revenues of area golf courses, adjusting for differences in clientele. The National Golf Foundation feels that we could generate most of this revenue from golf customers. Variable costs are 85% of revenue. Net Profit - \$30,000.

Dining Room, Patio, and Closer Parking - We expect that a new and nicer dining room, a new patio, and closer parking to attract customers in the off-season will generate an additional \$260,000 per year in food and beverage sales. Some of this will come from golf customers. Much of it will come from non-golf customers. Specifically we expect \$100,000 in sales to result from a new nicer dining room, \$40,000 in sales from a new patio, and \$120,000 in sales from having a nicer facility with closer parking.

The National Golf Foundation told us that only 2% of golf course restaurants nationwide generate more than \$40,000 per year from non-golf customers. Because of this history, the NGF cautioned us about expecting too much revenue from non-golf customers. We think that the NGF underestimates the community spirit of Glen Ellyn and the local interest in the Village Links. Current sales to non-golf customers already place the Village Links in that top 2% category nationally. We think that we can exceed the NGF projections and meet our \$260,000 annual sales goal. This will require a different marketing effort, focussing more on the mass market. Variable costs are 85% of revenues. Net Profit - \$39,000.

There is considerable room to grow the Food and Beverage business. If sales and profits exceed expectations, we will be justified in devoting more resources to this business. We are poised to do so. At the same time we are mindful that most golf courses do not operate food service profitably and we will guard against hurting overall facility profitability with food service losses.

Geo-Thermal Grid

A geo-thermal grid consists of an expansive underground grid of liquid filled pipes that extracts warmth in the winter and cool in the summer to heat and cool buildings. Advocates suggest that geo-thermal systems pay for themselves in 8-10 years. We are exploring such a system for this project. It would be cost effective to install a geo-thermal grid in the open space of the driving range fairway, especially if we have to dig up much of that property to address storm water detention. Our business plan expects the geo-thermal grid to be financially neutral over ten years. We will not include a geo-thermal grid in the project if we do not expect to at least

break even on the investment. We expect some environmental benefit from using a sustainable energy source. Investment cost is budgeted at \$100,000, with annual savings of \$10,000 annually for ten years.

Summary

In total, these business activities would generate an additional \$780,000 in revenue each year, of which \$305,000 would be profit.

New Revenue/Profit - Estimated by Staff	Projected Annual Sales Increase	Annual Operating Expense Increase	Expense % (of Sales)	Net Profit
Bar	200,000	170,000	85%	30,000
Dining Room Remodeling - Food & Beverage	100,000	85,000	85%	15,000
Patio Remodeling - Food & Beverage	40,000	34,000	85%	6,000
Close In Parking Addition - Food & Beverage	120,000	102,000	85%	18,000
Hospitality Facility - Food & Beverage	70,000	56,000	80%	14,000
Driving Range Covered Tee Stations			50%	
Improved Driving Range Tee	20,000	2,000	10%	18,000
Close In Parking Addition - Driving Range	20,000	2,000	10%	18,000
Hospitality Facility - Green Fees & Carts	100,000	20,000	20%	80,000
General Benefit - 4% Green Fees & Carts	80,000	8,000	10%	72,000
Meeting Room - Green Fees & Carts	30,000	6,000	20%	24,000
Utility Savings From Geo Thermal Grid		(10,000)		10,000
Total	\$ 780,000	\$ 478,000	61%	\$ 305,000
Subtotal - Food & Beverage	530,000	447,000	84%	83,000
Subtotal - Driving Range	40,000	4,000	10%	36,000
Subtotal - Green Fees & Carts	210,000	34,000	16%	176,000
2010 Food & Beverage Sales (Clubhouse & GEX)	373,000			
2010 Driving Range Sales	202,000			
2010 Green Fees & Cart Sales	2,100,000			
Food & Beverage Sales - Projected Increase			142%	
Driving Range Sales - Projected Increase			20%	
Green Fees & Cart Sales - Projected Increase			10%	

I am available to discuss this at your convenience.

Memorandum

MARCH 1, 2012

TO: MARK FRANZ, VILLAGE MANAGER
FROM: MATT PEKAREK, RECREATION DIRECTOR
RE: VILLAGE LINKS MARKETING PLAN



Primary Products

The Village Links sells products in seven primary product categories:

- 18-Hole Round of Golf
- 9-Hole Round of Golf
- Golf Competitions
- Driving Range
- Golf Instruction
- Pro Shop Merchandise
- Food and Beverage

Target Groups

The Village Links markets to thirteen target customer groups:

- Village Residents
- 18-Hole Course Golfers
- 9-Hole Course Golfers
- Golf Competition Participants
- Driving Range Customers
- Golf Instruction Customers
- Pro Shop Customers
- Food and Beverage Customers
- Non-Golfers
- Lapsed Golfers
- Golfers New To The Area
- Golf League Organizers
- Golf Outing Organizers

Estimated Customer Group Patronage Rate For Each Primary Product.							
Primary Products	18-Hole Round of Golf	9-Hole Round of Golf	Golf Competitions	Driving Range	Golf Instruction	Pro Shop Merchandise	Food and Beverage
<u>Customer Groups</u>							
Village Residents	10%	10%	3%	15%	5%	20%	30%
18-Hole Course Golfers	100%	5%	25%	85%	15%	90%	98%
9-Hole Course Golfers	10%	100%	1%	10%	2%	15%	60%
Golf Competition Participants	95%	5%	100%	98%	25%	98%	100%
Driving Range Customers	50%	10%	50%	100%	25%	60%	50%
Golf Instruction Customers	10%	10%	10%	75%	100%	20%	20%
Pro Shop Customers	75%	10%	75%	60%	20%	100%	80%
Food and Beverage Customers	35%	35%	10%	5%	5%	40%	100%
Non-Golfers	0%	0%	0%	10%	30%	10%	30%
Lapsed Golfers	0%	0%	0%	0%	0%	5%	10%
Golfers New To The Area	10%	3%	3%	10%	2%	5%	10%
Golf League Organizers	~	~	~	~	~	~	~
Golf Outing Organizers	~	~	~	~	~	~	~

Our Market

1. Premium green fee 18-hole customers are rare. Only 2% of golfers, 0.5% of the general population, will play 1 or more rounds at an 18-hole Chicago area golf course priced at or above the \$54 Village Links.
2. The 18-hole course attracts golfers from the entire Chicago metropolitan area. Twilight golfers tend to live or work closer to the course.
3. The 9-hole golfer and driving range customers play golf within a 25-minute drive from home or work.
4. Golfers tend to drive west or south to find less expensive and less crowded golf courses. They tend to follow the tollway/highway system. The Village Links draws customers from commercial centers at Oak Brook, Yorktown, Schaumburg and to a lesser extent, Fox Valley.

Point-Of -Sale System

The Point-of-Sale System maintains a database of information on sales transactions and key customers. 59% of all rounds of golf are tracked to a specific individual. In most cases the motivation for the customer to identify each individual in the transaction is to receive some benefit or discount. In 2011, we had 4,888 customers in twenty customer categories that provided customers a discount or special price.

Customers - by Member Class - 2011	Qty
Resident Card - Adult	1,941
Resident Card - Multi Play - Permanent Time	45
Resident Card - Permanent Time	233
Resident Card - over Age 60	83
Resident Card - over Age 60 - Permanent Time	9
Resident Card - VIP Card - over Age 60	1
Resident Card - Senior	466
Resident Card - Senior - Multi Play	10
Resident Card - Senior - Multi Play - Permanent Time	3
Resident Card - Senior - Permanent Time	-
Resident Card - Junior	682
Resident Card - Junior - Permanent Time	1
VIP Card	377
VIP Card - Permanent Time	25
VIP Card - over Age 60	102
VIP Card 9-Hole Course	396
VIP Card 9-Hole Course - over Age 60	122
Spring Special	135
Non-Resident - Junior	73
Non-Resident - over Age 60	184
Total	4,888

These 4,888 customers purchased 62% of all green fees and generated 53% of all green fee revenue.

The remaining customer category, the full fee non-resident, is our largest, and most important customer group. They generate 38% of all rounds and 47% of all green fee revenue.

However, this customer category is the most undefined, consisting of about 6,000 individuals who play 1-8 rounds per year.

Card Class	Qty	Rounds	Green Fees	Rounds per Card Holder	Green Fees per Card Holder
Resident Card Holders	3,474 71%	22,124 34%	\$ 469,563 29%	6.4	\$ 135
VIP Card Holders	1,022 21%	15,539 24%	\$ 346,509 21%	15.2	\$ 339
Non-Residents - Signed Up	392 8%	2,420 4%	\$ 53,129 3%	6.2	\$ 136
Non-Residents - Not Signed Up		24,592 38%	\$ 774,143 47%		
Total	4,888	64,675	\$ 1,643,345		

Logo

The Village Links logo is noteworthy for what it does not include. There is no mention or depiction of golf. There is no indication that the facility is a golf course, or open to the public. There is no mention that there are 18 and 9 hole courses, or a driving range or a pro shop or a restaurant. Moreover, the logo is probably confusing to golfers, as a golf “links” is a treeless seaside golf course.

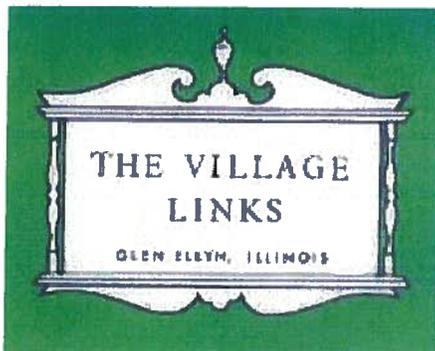


This logo has been in use since 1971.

On the positive side, the logo is easily adapted for use in various color schemes, reproduces well in various mediums including embroidery, stone, glass, and plastic. It is recognized by our customers and has endured the test of time.

Logo - History

When the Village Links opened in 1967, the logo on the scorecard was patterned after the Village of Glen Ellyn logo - stylized text on a colonial-style wood sign.



Village Links Logo 1967-1971

A couple of years later the Village unveiled a new logo, with a tree as the centerpiece. The Village Links created a new logo, combining the Village “tree” with black text.

Before the decade was over, the Village changed its logo to feature Stacy’s Tavern. In the 1980’s the logo was changed once again, to the current Civic Center cupola. The Village Links decided not to change its logo every time the Village logo changed.

Logo - Integrity

Logo use is managed to maintain visual integrity. We provide digital files for all logo versions in various vector and bitmap formats, with compatible files for mainstream design software (Adobe Illustrator, CorelDraw, PhotoShop etc.).

Specifications regarding proportion and spatial relationship of the various elements are enforced. Color specifications are enforced, with flexibility for various mediums.

Three Color Village Links Logo (four color process):

- Black
- Green - Pantone® 356
- Brown - Pantone® 497

Two Color Village Links Logo:

When reproduced in two color, the Brown tree trunk is Black (below).



One Color Village Links Logo:

The leaves are either Black, or outlined in Black with a White fill or 30% Black fill, depending on medium (see above right).



Two Color Scorecard Logo format:

- Green Pantone® 350
- Gold Pantone® 110



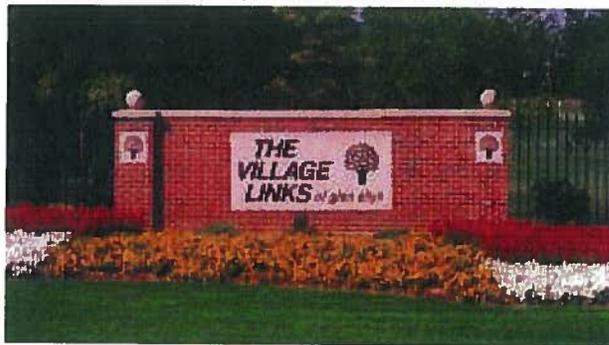
The two-color green/gold logo format on the score card cover is clean and distinctive.

Logo - Uses

The logo is used on most printed and marketing materials, including the photo ID Links Card issued to all registered customers.

The logo appears on various merchandise items sold in the Pro Shop, from golf balls, to ball markers, to hats to apparel. The logo appears on employee uniforms.

In 1992 we began using the Village Links logo “tree” painted black in light limestone as an architectural design feature. The logo “tree” appears in limestone on brick columns on all of our storm shelters, on the front of the 18-hole course starter building and on the two front entrance signs and entrance brick columns.



The Village Links logo appears throughout the property.

The two color scorecard green/gold scorecard format was introduced in 2004. This color theme was employed on the Village Links website in 2006 and has since been extended to several printed items.

Market Advantages

We strive to take market the following inherent advantages:

Location - The Village Links is convenient to expressways, and is closer to the urban center than most courses.

Mature Property - The Village Links is 44 years old with a mature property compared to many public courses in the market.

Core Layout - The Village Links has a core layout that is more enjoyable than the modern configuration of many housing development courses routed through back yards, with long distances from green to tee and an abundance of out-of-bounds.

Special Products

Early Bird - 9-hole green fees for Resident Juniors & Seniors, select days/hours.

Low Resident Card Prices with early season discount before March 15.

Non-Resident Guest Fee allows Resident Card holders to bring guests at a discounted 18-hole green fee at select days/hours.

Spring Special - A flat fee provides free weekday golf in April and half price weekday golf in May.

VIP Card - \$50 (\$30 9-hole course only) Annual Card provides 20% green fee discount.

15 Bucket Card - Volume discount for buying 15 large Buckets of Driving Range Balls in advance.

Multi-Play discounts for Residents purchasing 20 18-hole rounds in advance for that season.

Weekend Junior 18-Hole Green Fee Special after 3:00 pm

Weekday AM Specials - 18-hole green fee discount for anyone age 21 & under and age 60 & older, select days/hours.

Back 9 Carts - Motorized carts available at Halfway House for back nine hole rental.

Friday Night Fish Frys

Monday Night Half Priced Burgers

Tuesday Taco Night

Special Services

Free Practice Greens - The Village Links offers four large practice greens available for use at no charge. Includes greens for putting, chipping, pitch shots and sand bunker shots. That makes the Village Links an attractive place for serious golfers, golf teams, etc. It also makes the facility attractive to beginners looking to become comfortable with the game.

Large Golf Professional Staff - With ten golf professionals, seven of whom are full PGA members, the Village Links has one of the largest professional staff's in Illinois. That makes the Village Links a great place to visit for a lesson, a question on the Rules, club repairs, or club fitting.

Outings and Individual Foursome Play - Golfers don't like outings at their golf course. Much of the Village Links' popularity and large market share stems from specializing in individual foursome play and not closing the course for outings. The softening of demand by individual foursome golfers has prompted us to close the course to outings on a limited basis. We strive to limit our outing closings in a way that minimizes the number of regular customers negatively impacted. 100 outings per year would result in the course being closed to the public 50% of all days, and would account for 30% of all rounds on the 18-hole course.

Custom Printed Outing Cart Signs and Food & Beverage Tickets: - We print custom outing Lunch/Beverage tickets. We also print custom outing cart signs.

Guest Passes for Swingin' Set League Play - We work with the Swingin' Set League so that resident members can make some of their Non-resident Guest passes available to those within the Swingin' Set League. Resident league members decide how many of their six passes per resident they wish to make available and the Village Links prints that number of "passes", which are in turn distributed by the league. This makes it easier for league members to share the Guest Passes

that they have available as a Resident Card Holder in a way that is revenue neutral to the Village Links.

Rental Clubs - We offer rental clubs with higher quality, in greater numbers, and with a greater selection. This appeals to out of town customers who do not want to bring golf clubs with them. This service is also appreciated by outings with out of town participants.

Scorecard Yardage Book - The 18-hole course score card includes a mini yardage book that is appreciated by avid golfers.

Family Tees - Tees set at a shorter distance of 2090 yards are intended to attract families with young junior golfers. These tees, in use since 2009, are used about 100 times a year.

Special Policies

Satisfaction Guarantee - More than a rain check, it gives customers a full pro-rated credit for green fees and carts for any unplayed holes, almost regardless of the reason. In effect since 1991, this policy has positioned the Village Links as one of the most golfer friendly courses in the area and is responsible for building significant customer loyalty. It encourages play when the weather threatens to be a problem. It allows customers to tailor the number of holes they play to their individual schedule. It provides us a customer friendly way to deal with dissatisfaction over slow play or course conditions. Effectuated customers must return to the Village Links to redeem their partial credit, usually paying the difference for a full green fee.

Golf Carts Not Required - Walking is always allowed at the Village Links.

No Continuous Cart Paths - Traditional golfers appreciate a course that does not have continuous carts paths to disrupt the game and slow play. We would have to add 4.1 miles of cart path to provide continuous paths on all 27 holes. The Village Links 18-hole course is one of the few premium public golf courses without a continuous cart path system.

Promotions

Donation Program - Donation of 10 Large Buckets of Driving Range Balls to charitable not-for-profit fund raisers. About 200 donations annually.

Spring Special

In 2009 we introduced the Spring Special. For \$175 a golfer could play unlimited free weekday golf in April and unlimited half-price weekday golf in May. We drew attention to the new promotion with a cartoon of two everyday guys with the tag line "How many rounds do you want to play this year".

Psst! How many rounds do you want to play this year?



In 2009 we used a pair of everyday guys and a simple tag line to promote the new Spring Special.

"Have One On Us" - Annual customer appreciation two day event in June is our largest and most successful promotional event. Since 1977. Promotes golf at the Village Links, golf carts, and driving range.

USGA Qualifyings - USGA and PGA TOUR Qualifyings have been the single most effective brand development tool used at the Village Links. Limited to one, some times two single day events per season. When the PGA TOUR playoff system eliminated the Western Open Qualifying after 25 years at the Village Links, we converted to an annual USGA Championship Qualifying that builds our image with area golfers but exposes the facility to a diverse group of contestants. Allowed us to develop the tag line "Proud Host to Over 40 USGA & PGA TOUR Championship Qualifyings".

Fall Fest - Since 1991, Fall Fest has been a series of post-Labor Day promotions targeting slow times later in the golf season. The tag line "Ten Weeks of Fun in the Fall" describes the promotional series that features something every day. Includes half price Monday and Tuesday green fees, buy 1 get 1 Large Bucket of Driving Range Balls free every noon hour, free Driving Range for Juniors for 2 hours every Saturday afternoon, Fall Scrambles, Juniors play free with an adult on weekend afternoons, Half-Price Burgers all day on Mondays, Octoberfest Pro Shop sale, and

Bear's Foursome Special on the 18-hole course on Sundays when the Bears are playing. Also includes free golf on the 9-hole course every Tuesday in October, a tradition since 1979.

Competitions - The Village Links conducts more than 100 golf events for customers. This is the largest golf customer competition schedule in Illinois. Competitions attract the more avid golfer and increases the sociability of golf by introducing avid golfers to others with a comparable interest in competing.

Championship Plaques - The wall of Village Links championship plaques inside the main clubhouse entrance promotes the competitions and establishes a sense of history and longevity.

Leagues - Leagues are a great way to provide anchor business on a given day or time slot. Leagues are generally reliable and tend to play in more unfavorable weather than individual foursome play. We have expanded the number of outside leagues that we host and the number of in-house leagues that we conduct for our customers.

House Leagues					
<i>Open to the Public - Conducted by Village Links</i>					
Course	Day	League	Dates	# Players	Potential Rounds
18	Monday	Monday Men	17	16	272
9	Monday	Golf After School	7	16	112
18	Tuesday	Tuesday Team Play	17	32	544
9	Wednesday	Wednesday Over 60	24	100	2,400
18	Wednesday	Wednesday Wagglers	18	36	648
Total - House Leagues			83		3,976
Outside Leagues					
<i>Not Open to the Public - Conducted by the league itself</i>					
Course	Day	League	Dates	# Players	Potential Rounds
9	Monday	Bell Labs	19	24	456
18	Monday	Navistar	21	40	840
18	Tuesday	Swingin' Set 18	22	40	880
9	Tuesday	Swingin' Set 9	22	60	1,320
9	Tuesday	Lucent	21	32	672
9	Wednesday	Knights of Columbus	24	20	480
9	Wednesday	Ladies of the Evening	14	24	336
18	Thursday	Ladies of the Links	20	12	240
9	Thursday	Freeloaders League	17	16	272
18	Thursday	Valley View	19	48	912
9	Thursday	Thursday Night Men	21	20	420
Total - Outside Leagues			220		6,828
Total - All Leagues			303		10,804

Lesson Programs - In addition to private instruction available through several PGA professionals, the Village Links offers an extensive number of group lesson series for adults and juniors. One day golf

camp/schools are also offered. These programs are particularly appealing to beginning and novice golfers, helping increase the ranks of Village Links golfers.

Junior Lesson Free Golf - We give junior lesson participants who attend all four instruction sessions with two complimentary rounds of golf to encourage them to use the course with an adult.

	# Dates	Student Hours of Instruction	Potential Rounds of Golf
Golf Tournaments	67		2,680
In-House League Events	83		3,976
Outside League Events	220		6,828
Group Lessons	168	1,944	
One Day Camps/Schools	99	4,752	
Total	637	6,696	13,484

Demo Days - Golf equipment demonstration days are like trunk sales for golf clubs. Customers can try out golf clubs of varying models and specification at our driving range. Manufacturer sales reps are on hand to answer questions and take orders. Demo days take on a festive atmosphere and are enjoyed by our avid customers.

Permanent Time Keep Pace Rewards - Since 1980, each member of a Permanent Time Foursome with a perfect record Keeping Pace is rewarded in the following season with a weekday "Key to the Links" providing the recipient with a day of golf (green fees, carts, and range balls) for two. Those with a near-perfect record receive a free round of golf.

Happy Hour Specials - A low foursome price of \$48 for the 9-hole course or \$100 for the 18-hole course, in effect for one hour every day. The schedule changes each month. This is a well conceived discount promotion, providing customers with the deepest discounts we offer and encouraging them to bring a full foursome to save the most money.

9-Hole Golf Outing Fundraiser - Since 2008, the 9-hole shotgun start format is unique and takes advantage of a dead spot in our tee sheet on weekend afternoons for a limited number of customers. Helps local groups raise money for their cause.

School Meal Night Fundraiser - Exposes the Village Links Grill to non-golf customers and helps raise some funds for local school groups.

End-of-Season Thank You Lunch Card - Since 2008, we distribute Thank You Cards good for 50% off food items at the Village Links Grill, mid-November through mid- March. This promotion generates customer goodwill and foot traffic at a time of year when many customers fail to think of a golf course as a lunch option. We distribute the Thank You Cards in October, as part of the Fall Fest promotion.



Consumer Golf Show - Promotes the Village Links at the Chicago Golf Show held in late-winter in Rosemont, IL. Allows us to reach a broader audience not covered by any other medium in our marketing program and another 1,000+ email addresses to our e-News subscriber database.



2012 was the 2nd year that the Village Links displayed a booth at the Chicago Golf Show in Rosemont, IL.

Complimentary Golf Carts - We give complimentary golf carts to entice customers to return to the Village Links. We target customers who we expect would not otherwise return to the Village Links. We strive to avoid converting cart sales that we would otherwise expect to generate into complimentary carts. A common target group is Golf Outing Participants that do

not include any existing Village Links customers. These are distributed to the Outing Chairman for distribution in their player packet. Another target is customers playing the Village Links for the first time that we feel is not likely to return in the next 30 days. These are distributed by the golf manager on duty as a "Thank You".

Special Events

"Have One On Us" - Includes a Friday Night Family Cookout during the Long Drive Contest. This event and a special menu featuring Burgers, Brats, Hot Dogs, Chips, Soft Drinks and Beer for \$1 each is a very popular PR event.



Over 1,000 customers attend the annual "Have One On Us" Customer Appreciation Days each June.

Holiday Open House - This complimentary event on the first Sunday of December features holiday refreshments and beverages, a Pro Shop Sale, and Santa distributing a gift bag to youngsters. Adults receive a End-Of-Season Thank You Card for 50% of food menu items in the Village Links Grill and a \$10 Pro Shop certificate. Since 1990, open to golfers, non-golfers, families and friends.

Communication

Direct Mail

Newsletters - The Village Links newsletter, *Touring the Links*, has been published since 1967. Currently, three issues are mailed each year, with copies also distributed at the clubhouse. A pre-season edition is mailed February 1 to prompt early season registration for Resident Cards, VIP Cards, Permanent Times, Handicaps, Lockers, and Lesson Programs. A second edition is mailed around Memorial Day to promote

“Have One On Us”, Fathers Day Pro Shop sale, and the USGA Qualifying. A third edition is mailed September 1 to promote Fall Fest. The newsletter is sent to about 4700 golfer residences, one newsletter per golfing family. In 2012 we are having the newsletters addressed and bar coded by our printer, in the hope that the bar coding will improve delivery times in some zipcodes.



The Village Links newsletter is one of our oldest market-ing vehicles, mailed to golfers since 1967.

Mail List Maintenance - The mailing list includes current, recent, and lapsed customers. Ongoing list maintenance insures a good response from mailings. Individuals are included or removed from the list based on their patronage history and the likelihood that further mailings will result in future patronage. Quality control processes correct typographical errors, misspellings, and mis-reporting of addresses. These quality control techniques include spread sheet sorting and internet look-up to verify some addresses and zipcodes. The February newsletter is mailed with address service requested. Updates from the post office provide forwarding information and allow us to keep the mailing list current, deleting those who have moved out of the area.

Resident Card Mailing - This is a special mailing for first-time Resident Card purchasers. It provides information about the benefits of the Resident Card and uses the post office to verify that the recipient is at the address indicated. Returned mail indicates that the Resident Card Applicant does not reside at the address indicated. This is particularly helpful with multi-family building that have high occupant turnover.

VIP Mailings/Special Offers - Because of the high revenue generated by VIP customers, we encourage VIP renewals with an additional mailing. This mailing will include some offer or promotion. Designed to build customer loyalty and add value to the VIP Card. An example might be three VIP guest cards, allowing the VIP discount to be extended to three playing partners in a limited time period. This is typically sent in late Spring for redemption by mid-June. Two version are mailed: a Thank You to those who have renewed for the current year and an enticement for those yet to renew for the current year.

Village Newsletter - News of Village Links activities is included in the quarterly Village newsletter. This newsletter is mailed to all Village addresses, providing blanket coverage several times per year.

Village New Resident Packet - The Village provides new residents a packet of information that includes specifics about the Village Links, benefits available to residents, and how to sign up for a Resident Card. In recent years this information has been included in materials provided by the Village. In 2012, we are expanding the packet to include more descriptive materials and enticements that will encourage a higher response rate and will allow response tracking.

On-Site Handouts - A number of promotional flyers and brochures are distributed via a literature rack in the golf course clubhouse. **Info Sheet Brochures** are published on various topics including Fees & Services, Junior Golf, Over 60 Golf, Events & Tournaments, CDGA Handicaps, and the Ed Posh Scholarship Program. These are designed, updated and printed in-house to avoid waste and keep all messages current.

Ticket Messages and Attachments - Brief messages on upcoming events are printed on the bottom of Pro Shop receipts. Major events are promoted with a quarter page or business card size Green Fee ticket attachment. At 2,500 green fee receipts a week this is a good way to reach a large number of customers.

Cart Signs - Upcoming events or other messages are communicated on 8” x 5.5” signs hanging from the roofs of our 87 motorized golf carts.

Menu Boards - Halfway House and Golf Express - The menus for these snack locations are posted at each service counter.

Restaurant Menus and Table Tents - Menus list the basic offerings. Table tents promote special items or events. Includes a Children's menu. Special menus are deployed for winter lunches and Friday Fish Frys.

Bulletin Boards - Clubhouse bulletin boards provide information on specials and upcoming events. Includes in-house signs and posters, Golf Event Sign Up Boards, Golf Event Pairings, and Golf Event Results.

www.VillageLinksGolf.com - The Village Links website is one of the most dynamic websites in public golf, with about 600 content updates a year. Seven staff members make most of the updates in.

eMail Blasts - Bi-weekly Village Links eNews keeps 3,500 customers informed on the latest news and upcoming events. More targeted eMail Blasts are sent to customers looking to fill-in when an opening occurs in a weekend Permanent Time, to Locker Customers at annual renewal time, and to announce tournament pairings. The golf staff collects email addresses during pre-season registration, encouraging customers to opt-in in spite of the general reluctance of individuals to give out their email address. The email list tends to be our more avid customers. Retention rates are high; few customers opt-out. We add to the email list with periodic raffles and with registration at the Chicago Golf Show.

Social Media - Social Media is a primitive communication tool, with limited success stories in public golf. The Village Links uses multiple Twitter accounts to provide timely information on everything from tournament sign-ups to early morning frost delays or turf conditions after a heavy rain. A Grounds Blog provides in-depth reports on various course maintenance issues. Our Facebook page has 280 "friends" and is updated regularly with information that mirrors the website. The golf staff uses Texting to communicate with some of our most avid customers on everything from tee time openings in events to when a group on hole #6 should next expect to see the beverage cart.

Advertising

The specialized nature of the public golf business makes it difficult to find a cost effective advertising vehicle. We evaluate over 100 advertising opportunities each year and follow up with area golf courses regarding the cost and result of their new initiatives. Most golf courses do relatively little advertising.

Mass Market Coupons - Since 2003, we have distributed mass market consumer coupons in coupon booklets and envelopes. These are typically some version of a 2 for 1 coupon, or an offer of comparable value. Using this technique, we have distributed as many as 1.2-million coupons per year through four vendors. The distribution cost for this program has been as high as \$10,000 per year and has generated sales as high as \$80,000 per year. An advantage of this program is that the coupons provide a good, if time consuming way to track results. Detailed tracking over several years helped us determine that redemption rates are about 0.5% for each vendor, regardless of format. Tracking also helped determine the best months and distribution zones to cover. We estimate that as high as 25% of the coupon redemptions cannibalize existing sales that we would make without the coupon program. Currently we use two vendors to distribute about 500,000 coupons per year, generating about \$50,000 in sales at a distribution cost of \$5,000. This is a marginal program.



We distribute 500,000 mass market coupons annually to area residences via direct mail

Yellow Page Advertising - We advertise in the DEX DuPage County Yellow Pages. This is the book distributed by the telephone company with the installation of a new telephone. The Village Links has a dollar bill - size full color ad under "Golf Courses" and a 2-inch in-column spot-color ad under "Golf Practice Ranges". The Village Links is the dominant golf course in the DuPage County book. Only two other golf courses have 2-inch in-column ads; every other course has a Bold or Regular Listing. We feel that this ad might be particularly helpful in reaching customers for the 9-hole course and driving range. As part of a promotional advertising package, we also have these ads appearing in the Near-West LaGrange Directory (the book immediately east of DuPage County), and a Bold Listing under "Golf Outing Planning" in the DuPage and Near-West directories. We also have a half-page full color ad under restaurants in all directories, as part of that promotional package. The cost is

\$11,400 per year. We evaluate this to be a marginal program as sales have declined in all areas and we suspect that internet searches are replacing yellow page use. We are strongly considering reallocating these dollars to other uses.

Restaurants.com Coupons - Since 2010 we have distributed reduced price coupons through this website. There is no cost to us to do this. The customer buys the coupon from the website.

Groupon Deals - In 2011 we sold 1,484 Groupon Deals for a 9-hole round of golf with cart and driving range balls. This generated \$17,800 in revenue. It is difficult to craft a deal that works for us and for Groupon, as they typically would like to provide a 50% discount and split the revenue with us. With that model, we provide \$64,000 in services for \$16,000. The potential to cannibalize existing sales is significant. We expect to offer another Groupon in 2012.

Sponsorships and Support - We sponsor the local chapter of the Executive Women's Golf Association with in-kind certificates that they use as prizes at member events. This provides us some exposure to 600 active female golfers in professional occupations. In 2012 we are sponsoring the Illinois Junior Golf Foundation at the Chicago Golf Show. This \$250 sponsorship supports local Junior Golf and puts our name/logo on the bags given to all junior golfers attending the show.

Outing Sales

We have built a database of 500 golf outings currently active in the Chicago area. We are gathering information on other potential outing organizers including church groups, athletic groups, fraternal organizations, school groups, alumni groups, conventions, hotels, bars, bachelor parties and businesses.

We will develop a marketing strategy for each of those groups. In general terms this will include a series of contacts via email, direct mail and personal phone calls. We will offer inducements to encourage outing prospects to visit the Village Links and show them why the Village Links is a good outing option.

This new effort that is evolving as we evaluate results.

Cause Marketing

Audubon Cooperative Sanctuary Program for Golf Courses - The Village Links has been a Wildlife

Sanctuary in this program since 1992. In 1993 we became the first public golf course in the world and the 7th golf course overall to be certified as a Wildlife Sanctuary in this program. We continue to be a certified Wildlife Sanctuary. The registration fee is \$200 per year. We promote this on our website, on our Grounds Blog, and on our scorecards.

Glen Ellyn Back Yard Wildlife Program - This program was started in 1995 in conjunction with conservation efforts associated with the Audubon program. We have limited our efforts in recent years due to staff reductions. We are in the process of converting from a printed newsletter-based program to a digital web/email based program.

Local Produce Served in the Village Links Grill - Since 2011, we have served fresh, organic produce grown on the golf course in the Village Links Grill. This meets an increasing consumer desire for locally grown foods that are fresher, healthier, and require less natural resources to produce and deliver than typical food products. This effort was promoted in newsletters, blogs, eNews, website, in the Grounds Blog, and on Restaurant Table Tents.

Ed Posh Scholarship Fund

Since 1996 we have provided support for the Ed Posh Scholarship Fund. While this private scholarship fund pays for use of the golf course for their annual fund raiser, the Village Links provides support in a variety of ways including

Patriot Golf Day

We collect voluntary donations from Village Links golfers on Patriot Golf Day (Labor Day). Patriot Golf Day is the primary fundraiser for the Folds of Honor Foundation, a 501(c)(3) nonprofit organization that provides post secondary educational scholarships for the children and spouses of military men and women disabled or killed in service.

Glen Ellyn Rotary Citrus Sale

Since 2009 the Village Links has served as the pick up location for the Glen Ellyn Rotary Citrus Sale. We publicize the sale through flyers posted at the golf course in November and through a mention in our eNews.

Opportunity Assessment

The marketing vehicles available to us change constantly. We evaluate over a hundred marketing options

each year, including golf coupon books, golf websites, newspapers, magazines, golf directories, promotional partnerships, radio, television, etc.

Tracking and Evaluation

Tracking results of individual marketing efforts helps us evaluate the effectiveness of each effort. We strive to compile meaningful data without incurring inordinate expense and without excessively inconveniencing customers.

Detailed sales analysis are performed to help evaluate performance of individual marketing efforts and overall marketing performance. Sales analysis also helps identify additional marketing needs.

Marketing Plan Adjustments After Facility Improvement Project is Completed

Upon completion of the Facility Improvement Project, the marketing plan will be expanded. This is not intended to be a comprehensive list of marketing efforts to be employed after the clubhouse has been expanded.

Primary Products

The addition of a bar, a group hospitality facility, convenient off season parking, and an all weather/heated driving range tee will create new primary products.

- Off-Season Driving Range - (expanded)
- Golf Outings - (expanded)
- Business Meetings with Golf
- Food and Beverage - Bar
- Food and Beverage - Outings, Groups, Banquets
- Food and Beverage - Non-Golf

Market

Food and Beverage marketing will focus on the general population geographically centered on Glen Ellyn within 2+ miles of the Village Links. This will include all of Glen Ellyn, plus portions of Lombard, and Wheaton. A less intense effort will target communities within a 6-mile radius, roughly the following limits of:

- Elmhurst to the east (Route 83)
- Woodridge to the south (Hobson Road)
- West Chicago to the west (Route 59)
- Bloomingtondale to the north (Army Trail Road)

Our goal is to be a dominant food and beverage choice for those living in Glen Ellyn, a popular option for portions of Lombard and Wheaton and an occasional option for those in the broader 6-mile radius area.

Subgroups identified in the Golf Outing Sales effort will also be targeted for Banquets. This effort will follow a similar pattern to that employed in Golf Outing solicitation.

Weddings will be targeted outside of the golf season targeting residents and churches within the 6 mile geographic area.

Name, Logo, Identity

The new clubhouse and new food and beverage business will need an identity. A new name and logo will be developed for the food and beverage business. The name, logo and identity will likely include references to a yet to be identified feature characteristic of the new facility. The new name and logo could include a historic reference, but an effort will be made to develop an image that appeals to an audience wider than Glen Ellyn

Special Products

- Cookouts
- Live Entertainment one or two nights a week
- Friday Fish Fry
- Sunday Brunch

Special Events

A series of events will be built around the calendar of holiday, cultural and sports events. These events will strive to attract different customer groups to avoid customer fatigue. Some will focus on a specific day or meal. Others might generate a theme for a week or longer.

Events Calendar

- Superbowl
- Valentine's Day
- NCAA March Madness
- St. Patrick's Day
- The Oscars
- Easter
- MLB Opening Day
- Stanley Cup Playoffs
- Masters Weekend
- NBA Playoffs
- Kentucky Derby

Mother's Day
Memorial Day Weekend - Indy 500
US Open Weekend
Father's Day
July 4th Weekend
British Open
Back to School
Labor Day - End of Summer Weekend
Monday Night Football
College Football
Thursday Night Football
Ryder Cup/Solheim Cup
World Series
Halloween
Christmas Holidays
New Years Eve

Food and Beverage specific advertising will be done in local media including newspapers, church bulletins, cable TV.

Weddings will be advertised at the College of DuPage, per the recommendation of the National Golf Foundation.

Promotions

Donation Program - We will donate dinners or gift certificates to Non-profit Fund Raisers.

School Meal Night Fundraiser - We will solicit local schools to hold school night fund-raisers.

Communications

Village New Resident Packet - We will use this packet to make sure the Village Links restaurant is noticed by every new resident. The packet will include a certificate for a complimentary meal and sample menu.

We will utilize several existing communication devices to reach golf customers including on-site Hand Outs, Ticket Attachments, Cart Signs, Bulletin Boards, our website, eMail Blasts, and Social Media.

Village Newsletter - We will include at least one insert per year in a Village Newsletter to provide blanket coverage to the Glen Ellyn Market. This will be a very cost effective communication.

Village Utility Bills - We will include one insert per year in a Village Utility Bill mailing. This will be a very cost effective communication.

Village Community Access Cable TV Channel - We will provide the cable TV channel with regular notices about Food and Beverage Special Events.

Advertising

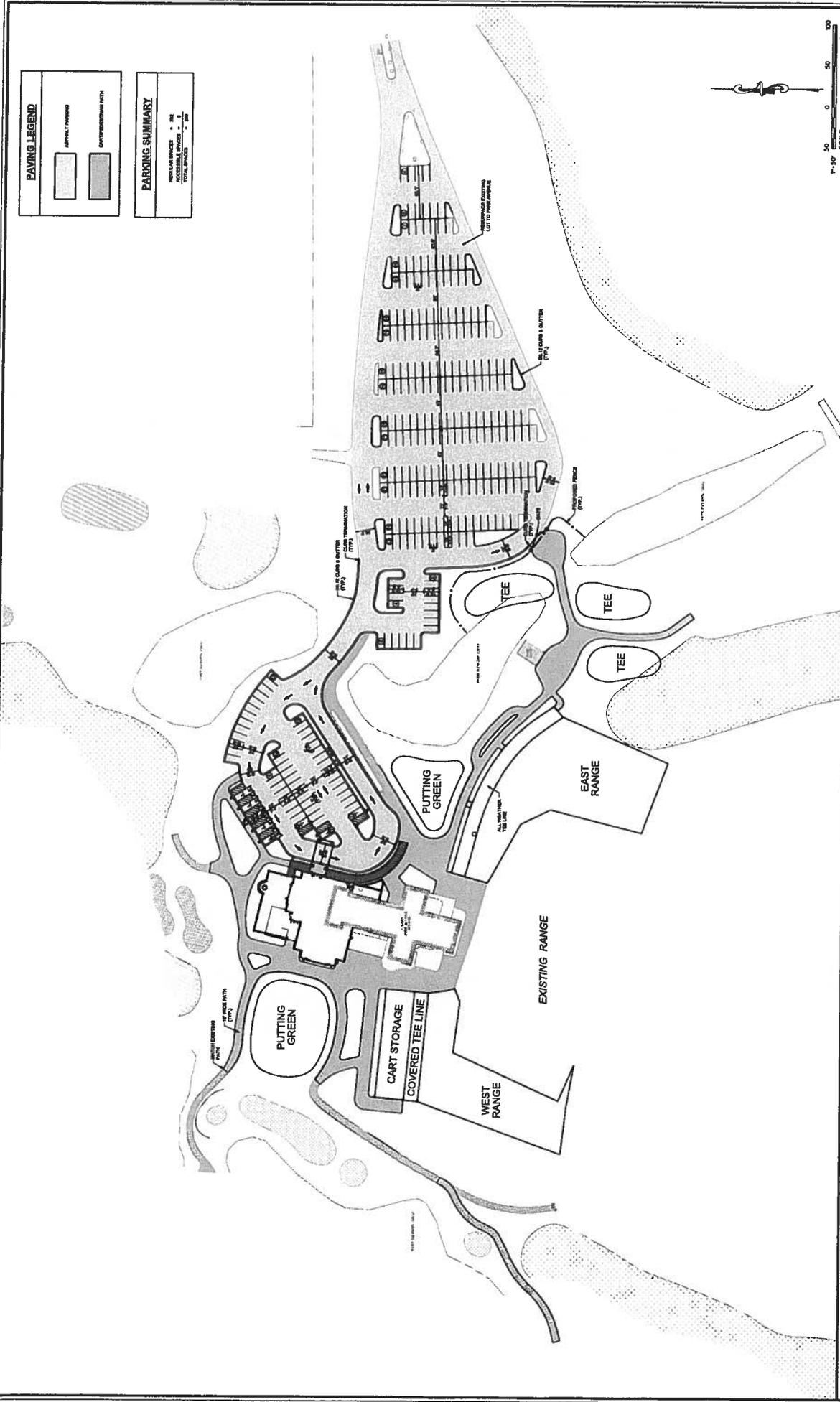
We will use existing advertising vehicles including Mass Market Coupons, Groupon Deals, and possibly Yellow Pages.

PAVING LEGEND

[Symbol]	ASPHALT PAVING
[Symbol]	CONCRETE/STONE PAVT

PARKING SUMMARY

REGULAR SPACES	182
ACCESSIBLE SPACES	6
TOTAL SPACES	188



SITE PLAN

DRAWING NO. **C2**

VILLAGE LINKS CLUBHOUSE RENOVATIONS

GEN ELLIN ILLINOIS

PROJECT NO.	11003 SH	DATE	04-20-12
DESIGNED BY	DLG	CHECKED BY	DLG
DRAWN BY	MRS	DATE	04-20-12
SCALE	1" = 50'		

NO.	DATE	DESCRIPTION	BY

NO.	DATE	DESCRIPTION	BY

V

18. COMPANY
 7250 Janna Avenue
 Woodridge, IL 60517
 (708) 224-8200
 www.vsb.com