

**CITY OF WARRENVILLE  
COMMUNITY DEVELOPMENT  
COMMITTEE OF THE WHOLE  
REGULAR MEETING  
Monday, March 14, 2022, at 7:00 p.m. at City Hall  
28W701 Stafford Place**

**MINUTES**

**A. CALL TO ORDER**

Chairman Weidner called the meeting to order at 7:00 p.m.

**B. ROLL CALL**

Present: Chairman Bill Weidner, Mayor David Brummel, and Aldermen: Stuart Aschauer, Kathy Davolos, Leah Goodman, Jeff Krischel, Craig Kruckenberg, and John Lockett

Absent: Alderman Clare Barry

Also Present: City Administrator John Coakley, Assistant City Administrator Cristina White, Community and Economic Development Director Ron Mentzer, Senior Civil Engineer Kristine Hocking, Assistant Community Development Director Consuelo Arguilles, City Clerk Julie Clark, and Deputy City Clerk Dawn Grivetti

Also Absent: None

**C. PLEDGE OF ALLEGIANCE**

Chairman Weidner led the Pledge of Allegiance.

**D. CITIZENS COMMENTS**

There were no comments from the public.

**E. OFFICIALS AND STAFF COMMENTS**

Mayor Brummel stated, on Wednesday, March 16, Community Development staff will hold a virtual informational meeting on the City's Prairie Path Trailhead Project. Senior Civil Engineer Hocking added that the meeting meets the requirement for grant funding for the project.

Ald. Goodman commented that Fermilab now has a Bison Cam for viewing the bison herd on their grounds. The public can access the camera from the Fermilab website at <https://www.fnal.gov/pub/about/bisoncam/>. There was further discussion as to when Fermilab would open the learning labs and the grounds to the public again. The general response was that when they reopen to the public, it will not be the same as it was before, and access will be restricted.

**F. BUSINESS OF MEETING**

1. Consideration of preferred Old Town Redevelopment Site #2 Preliminary Site Plan  
Community and Economic Development Director (CEDD) Mentzer summarized the process used to prepare a preferred preliminary redevelopment site plan for Old Town Redevelopment Site #2 (OTRS #2). He stated that, at their last meeting, the ten-member advisory group for the project unanimously recommended the City Council designate Concept Site Redevelopment Plan B as the City's preferred redevelopment plan for OTRS #2. CEDD Mentzer noted that the City Council's endorsement of a preferred preliminary redevelopment plan will enable City staff and consultants to design and implement cost effective environmental site remediation activities on the property, and effectively communicate the City's vision for the property to the community, desirable businesses, and quality developers.

CEDD Mentzer described key elements of the preferred site plan, noting the form and style of the buildings would be inviting and open to pedestrian traffic, and that the intersection of Batavia and Warrenville Roads would become an all-way stop, allowing eastbound traffic on Warrenville Road to turn north as well. He also discussed the plan to negotiate a new eastern property line with the adjacent Voegtle property to facilitate better access and parking for both properties.

There was discussion regarding the traffic analysis performed as part of the preliminary site planning process, the importance of the proposed all-stop condition at the Batavia and Warrenville Roads intersection, and the possible impact that change could have on the Warrenville and River Road intersection. CEDD Mentzer indicated the traffic analysis did not show this modification would produce unacceptable traffic backups on Warrenville Road across the River Road intersection. Ald. Aschauer recommended flashing lights be added to the additional stop sign at the proposed three-way stop. CEDD Mentzer agreed and said it would be considered.

There was discussion regarding the floodplain adjacent to the development site, the marketing of the site for development either in its entirety or incrementally, and the use of on-site parking spaces for recreational trail users. Mayor Brummel recognized the benefit of the ample parking in the plan for recreational users as well as patrons of retail uses in the area, not just on the site. CEDD Mentzer noted that the amount of impervious area on OTRS #2 in the preferred plan is similar to or less than what exists there now.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Goodman to recommend the City Council accept the Old Town Redevelopment Site #2 Preliminary Site Planning Advisory Group recommendation and designate the February 22, 2022, Preferred Concept B redevelopment plan and the August 2, 2021, Precedent Imagery examples prepared by Kimley Horn as the City's preferred preliminary redevelopment plans for the OTRS #2 property.

MOTION CARRIED VIA VOICE VOTE.

2. Consideration of staff's recommendation to begin recruitment prior to May 1, 2022, for the Communications Coordinator position

Assistant City Administrator (ACA) White stated, a decision package for the position of Communications Coordinator is included in the proposed FY 2023 Budget, and staff is requesting direction to proceed with recruitment prior to the approval of the budget. She noted that beginning recruitment in March will allow the position to be filled earlier in the fiscal year, as the recruitment process generally takes at least three months to complete.

ACA White stated, this position was recommended in the staffing and services study in 2020, and added, a memo was included in the agenda packet describing the need for this position in the community. The actual hiring of the position will only occur after the City Council approves both the position in the FY 2023 Authorized Strength Ordinance and the funding in the FY 2023 Budget.

Chairman Weidner reminded the Committee this is not the first time the City has considered or approved such a request.

ALDERMAN DAVOLOS MADE A MOTION, seconded by Ald. Aschauer, to recommend the City Council direct staff to proceed with early recruitment of the Communications Coordinator position, with an anticipated start date after May 1, 2022.

MOTION CARRIED VIA VOICE VOTE.

3. Consideration of change orders for Mack Road Bridge and Multi-Use Path Preliminary Engineering Agreement

Senior Civil Engineer (SCE) Hocking stated, in 2017, the City Council approved a contract with Engineering Resource Associates (ERA) for the Mack Road Trail preliminary engineering design work, and in 2019, approved a contract to add preliminary engineering design work for Mack Road Bridge reconstruction. The first contract is 100% locally funded, while the added design work is funded 80% by Federal Surface Transportation Program (STP) funds, and 20% by the City.

SCE Hocking stated, during the preliminary engineering design review process, the Illinois Department of Transportation (IDOT) required the preliminary engineering design to be expanded to include the addition of a three-foot wide safety shoulder along the south side of Mack Road. This design modification triggered additional survey work and design coordination with the Forest Preserve District, and is reflected in proposed Change Order No. 1 in the amount of \$39,277, which, upon approval, will be funded 80% by Federal STP funds and 20% by the City.

SCE Hocking stated that Change Order No. 2 includes additional costs associated with property owner outreach that were not part of the original scope of the contract regarding the multi-use path. Full funding of this change order will come from the City.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Goodman, to recommend the City Council pass resolutions approving Change Order No. 1 in an amount of \$39,277, and Change Order No. 2 in an amount of \$9,960, with Engineering Resource Associates for preliminary engineering services for the Mack Road Bridge and Multi-Use Path Project.

MOTION CARRIED VIA VOICE VOTE.

4. Consideration of amended Local Agency Agreement with IDOT for Mack Road Bridge and Multi-Use Path Preliminary Engineering

SCE Hocking stated Change order #1 described in the previous agenda item requires an amended Local Agency Agreement (LAA) with IDOT. The LAA outlines the costs for the bridge portion of the project and the split between federal and local costs. She noted that STP funding requires the local agency to approve the amount of the local cost associated with the current project.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos to recommend the City Council pass a resolution approving the amended Local Agency Agreement for federal participation for the Mack Road Path and Bridge Replacement Project, which involves the cost sharing of \$31,421.60, in federal funds and \$7,855.40, in local funds for preliminary bridge related engineering design costs.

MOTION CARRIED VIA VOICE VOTE.

5. Consideration of change order for Route 56 Streetscape Construction Engineering Agreement

SCE Hocking stated staff is working to close out the Route 56 Streetscape Enhancement project through standard IDOT procedures. A change order for additional project work by the consulting engineer is required due to the need for additional inspection days and upgrades to the lighting system required by IDOT.

Mayor Brummel commented that staff has a good working relationship with ERA and values their work.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Davolos, to recommend the City Council pass resolutions approving the change order in an amount of \$29,543, with Engineering Resource Associates for Construction Engineering services for the final phase of the Route 56 Streetscape Enhancement Project.

MOTION CARRIED VIA VOICE VOTE.

6. Consideration of application to 2022 ComEd Green Region Program for Trailhead Project

SCE Hocking described a grant opportunity for the City's Trailhead project that reimburses up to \$10,000, of a 50 - 50 cost share for projects that include open spaces and pollinator gardens. She noted that recommendations in support of the grant from

project partners are in place. Local funding is already included in the proposed FY 2023 Budget, and grant funding acknowledgement is required in the form of a small plaque.

ALDERMAN GOODMAN MADE A MOTION, seconded by Ald. Lockett, to direct staff to apply for the 2022 ComEd Green Region Program grant for the Trailhead Project.

MOTION CARRIED VIA VOICE VOTE.

7. Discussion of the proposed FY 2023 Budget

City Administrator (CA) Coakley reminded members of the Committee that he and Finance Director Dahlstrand are available to answer any questions regarding the proposed FY 2023 Budget. There were no questions from members of the Committee. Mayor Brummel reminded the public that the Council examined the proposed budget for three hours at the Budget Workshop on Saturday, March 12.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

8. Review and file Community Development Department FY 2022 Work Program update

CEDD Mentzer presented the Community Development Department FY2022 Work Plan for review. Ald. Davolos stated she was pleased to have recently received from the Department, a detailed schedule of various actions that need to be taken to implement the proposed coal tar ban ordinance once it is approved by the City Council. CEDD Mentzer stated staff's plan is to request City Council approval of the coal tar ban ordinance first, then complete the various actions necessary to publicize the new ordinance and set up the systems required to administer it effectively.

Ald. Goodman asked for more information regarding item T3-4 to begin the process to update the Comprehensive Land Use Plan. CEDD Mentzer replied, the City has updated portions of the Plan in recent years, and added, Staff is looking into prioritizing initiatives that would take precedence over revisions to the Land Use Plan. Ald. Goodman was concerned about any statutory requirement to update the plan and wanted to ensure the City was meeting those requirements. CEDD Mentzer replied he is not aware of any statutory requirements.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

9. Review and file Economic Development Activity Report

There were no comments regarding the report.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

10. Review and file bi-monthly Code Enforcement Activity Report

There were no comments regarding the report.

NO COMMITTEE ACTION WAS REQUESTED NOR TAKEN

**G. MISCELLANEOUS**

There were no miscellaneous items discussed.

**H. ADJOURN**

ALD. GOODMAN MADE A MOTION, seconded by Ald. Davolos to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:09 p.m.

Approved: March 21, 2022



Dawn R. Grivetti, Executive Assistant/Deputy Clerk