

**CITY OF WARRENVILLE
COMMUNITY DEVELOPMENT
COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, March 10, 2025, 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

Physically Present: Chairman Bill Weidner, Mayor David Brummel, and Aldermen: Stuart Aschauer, John Paul Augustynowicz, Clare Barry, Craig Kruckenberg, John Lockett, and Judy Wilkie

Absent: Alderman Kathy Davolos

Also Present: City Administrator Cristina White, Assistant City Administrator Alma Morgan, Community and Economic Development Director Amy Emery, Assistant Community Development Director Kristine Hocking, Civil Engineer David Romero, Chief Code Official Michelle Lilley, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: City Clerk Julie Clark and City Treasurer Maury Goodman

C. PLEDGE OF ALLEGIANCE

Chairman Weidner lead the Pledge of Allegiance.

D. CITIZENS COMMENTS

There were no comments from persons present.

E. OFFICIALS AND STAFF COMMENTS

There were no comments from officials or staff.

F. BUSINESS OF MEETING

1. Consideration of Short-Term Rental Regulatory Goals

Community and Economic Development Director (CEDD) Emery gave a brief history of the increasing interest in short-term rentals (STR), such as those found on Airbnb and Vrbo, and offered several high-level goals for regulating STR in the City. She noted that there are some STR's available in the community, none of which have been the subject of any complaints, and all have high visitor reviews. She discussed how STR's are regulated in comparable communities and expounded on staff's recommended goals for regulating STR in the City focusing on safety, property owner rights, and neighborhood compatibility.

There was discussion of what constitutes a short-term rental, and options for regulation and enforcement. CEDD Emery stated licensing may be the City's preferred path.

A consensus of the Committee approved of the recommended staff goals and that minimum standards and regulations would be beneficial.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

2. Consideration of City Entry Monument Signs Implementation Plan

Civil Engineer (CE) Romero reminded Committee members of the value City entry monument signs provide to the community, including brand identity, creating a positive first impression, and fostering community pride. He noted staff's earlier recommendations to replace the existing old wooden entry signs and add a new sign on Route 59 near Everton Subdivision resembling the existing masonry monument signs. At that time, the City received only one bid to erect the masonry sign near Everton at a cost that far exceeded the City's budget for the project. Staff considered alternative materials and discovered a faux stone material that resembles the masonry monuments, is more economical, and meets State and local departments of transportation requirements for breakaway signs in the right-of-way. CE Romero provided a sample of the material for viewing.

CE Romero stated that City contractor Hitchcock Design Group (HDG) has created a plan for a faux stone sign to be installed near the Everton Subdivision. Following approval of the installation, HDG will work with the approved contractor to create a smaller scale sign to replace the existing wooden signs throughout the community and install additional signs at newly recommended locations as future budgets allow.

Staff is recommending the replacement of wooden City entry monument signs be included in the Community Development Department Work Plan as a work plan initiative so that staff can oversee the purchase and installation of all replacement signs and apply for relevant funding sources as they become available.

There was a question regarding the lifespan of the faux stone material. CE Romero replied, based on manufacturer's response, customers have had signs made of the material for over twenty years. The manufacturer provides a five-year warranty on the product. Brandon Weiss, Aurora Sign Company provided additional information about the structure and protective qualities of the breakaway faux stone material.

There was discussion regarding how the signs would be constructed, how they would be anchored, and the possibility of any cost saving by bundling the five replacement signs in one contract. CE Romero confirmed that restoration and landscaping around the signs would be done by either staff or an additional contractor.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie, to direct staff to proceed with City Entry Monument Signs Implementation Plan as recommended in Civil Engineer Romero's March 5, 2025, memo.

MOTION ADOPTED VIA VOICE VOTE

3. Consideration of City Monument Sign at Everton Contract

CE Romero stated that staff received three new proposals for the creation of the proposed City entry monument sign on Route 59 near Everton Subdivision using the preferred breakaway faux stone material. Staff recommends approval of the proposal presented by Aurora Sign Company, because they provided the lowest bid, appear to have more experience with the faux stone material, and are a local company. CE Romero confirmed the proposed installation price includes the solar panel and lighting for the monument sign.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council pass a resolution waiving bidding and approving a contract with Aurora Sign Company for the purchase and installation of a City Monument Sign with solar panel powered lighting and faux stone break away base.

MOTION ADOPTED VIA VOICE VOTE

4. Consideration of Intergovernmental Agreements with the Forest Preserve District of DuPage County

Assistant Community Development Director (ACDD) Hocking presented the Forest Preserve District of DuPage County's (FPDDC) request for water and sanitation services to their fleet management facility buildings on Mack Road. She stated that, in 2016, the City and the FPDDC entered into an intergovernmental agreement regarding the extension of City watermain to serve the fleet maintenance facility and future FPDDC facilities along Mack Road including the existing facilities management building and other buildings. In cooperation with the service provided by the City, an intergovernmental agreement was reached with the FPDDC regarding future trail projects.

The FPDDC has determined that an expansion of the grounds and maintenance campus on Mack Road is the best use of the property, and they have requested an extension of water and sanitary sewer service to the buildings. ACDD Hocking stated that following further analysis and in the interest of water quality, staff found that the existing watermain would have to be extended and looped, and that sanitary service could also be provided. She discussed the provisions of the agreement including costs and future ownership of the utilities.

ACDD Hocking added that in exchange for the City creating the water and sanitation services, the FPDDC will cooperate with the City in the expansion of future trail projects. She described three potential connecting trail projects along Batavia Road, Diehl Road and through or alongside Blackwell Forest Preserve. The trail cooperation agreement memorializes the FPDDC commitment to cooperate in the implementation of a number of high priority trail improvement projects on FPDDC property.

There was discussion regarding the time limit included in the trail agreement and any impact the improvements may have on the City's wastewater capacity. ACDD Hocking

replied that the sanitary impact would be minimal. She also confirmed that the new FPDDC building will replace several smaller existing buildings that are planned for removal.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie, to recommend the City Council pass a resolution approving intergovernmental agreements with the Forest Preserve District of DuPage County for utility extensions and trail projects.

MOTION ADOPTED VIA VOICE VOTE

5. Discussion of the FY 2026 Citywide Work Plan

The informational report was presented. Assistant City Administrator Morgan indicated that no changes have been made since the report was last presented.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

6. Review and File Economic Development Report

The informational report was presented. There were no questions or comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

7. Review and File Bi-monthly Code Enforcement Activity Report

The informational report was presented. There were no questions or comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

8. Review and File FY 2025 Community Development Work Plan Report

The informational report was presented. There were no questions or comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

H. CLOSED SESSION

I. ADJOURN

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie, to adjourn.

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:04 p.m.

Approved: March 17, 2025


Dawn R. Grivetti, Executive Assistant/Deputy Clerk