

**CITY OF WARRENVILLE
COMMUNITY DEVELOPMENT
COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, April 14, 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, Community and Economic Development Director Amy Emery, Chief Code Official Michelle Lilley, Public Works Director Phil Kuchler, Asset Management Analyst Kassandra Galvan-Hernandez, Civil Engineer David Romero, Economic Development Specialist Liam Walker, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: Assistant City Administrator Alma Morgan, 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 Building Code Amendments for EV Readiness

Chief Code Official (CCO) Lilley stated that in furtherance of the City's commitment to becoming an Electric Vehicle (EV) Ready community, Community Development staff has been working to obtain bronze level status in the Metropolitan Mayors Caucus EV Readiness Program. She added that the recommended code amendment to require contractor certification of EV charger installers will help to ensure the safe installation of chargers and advance the City's achievement of bronze status.

CCO Lilley stated that if recommended by the Committee, this item will be joined with the Plan Commission's recommendations of changes to the City Zoning Code in reference to the same.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie to direct the City Attorney to prepare an ordinance requiring contractor registration with the Illinois Commerce Commission for EV charger installers.

MOTION ADOPTED VIA VOICE VOTE

2. Consideration of IGA between the City of Warrenville and PACE

Asset Management Analyst (AMA) Hernandez-Galvan reported that, in December 2024, the Suburban Bus Division of the Regional Transportation Authority (PACE) amended and restated their intergovernmental agreements with all DuPage County sponsors for paratransit services to residents of participating communities. City Attorney Lenneman reviewed the new intergovernmental agreement (IGA) between the City and PACE and determined that the agreement slightly increases the City's risk due to PACE's reduced limited liability coverage.

AMA Hernandez-Galvan stated that, after further review and weighing of the risks, staff feels the benefits of the services, especially for seniors and disabled residents, are more important and outweigh the added risks.

Several members of the Committee recognized the benefit of the program to the Community and agreed the service outweighed the potential risk.

ALDERMAN KRUCKENBERG MADE A MOTION, seconded by Ald. Wilkie, to recommend City Council pass a resolution approving an amended and restated intergovernmental agreement between the City Warrenville and the Suburban Bus Division of the Regional Transportation Authority (PACE) for the provision of paratransit services

MOTION ADOPTED VIA VOICE VOTE

3. Consideration of an addendum to the agreement with BS&A Software, LLC for the license and implementation of Municipal ERP Software

Public Works Director (PWD) Kuchler presented an addendum to an agreement with BS&A Software, LLC that provides for an integrated payment processing service allowing customers to make electronic payments directly to the City. This option was not available at the time of the original agreement. He added that the new service would be integrated with the enterprise resource planning (ERP) software that is scheduled to go live in May 2025. At this time, staff is proposing the City absorb the convenience fees associated with the electronic payments until the service becomes more established and staff can estimate annual costs. This will encourage residents to use the service and to make payments sooner or on time rather than later. Staff will continue to explore ways to offset the costs.

There was discussion regarding the budgeting of the service fees in FY 2026, and the possibility of negotiating a cap to the convenience fees. PWD Kuchler stated that the City currently accepts some online payments but could not confirm if the City absorbs

the convenience fees with the current system. He added that the fees are where the service provider makes their money and didn't see the possibility of negotiating a cap.

There was discussion regarding data ownership, retention, and prevention of selling data. PWD Kuchler replied that the City does not receive nor retain credit card data with this or the current payment system. He indicated he would address the data concerns and the possibility of a service fee cap with the City Attorney and report back to the Council at a later date.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Wilkie, to recommend City Council pass a resolution approving an addendum to the agreement with BS&A Software LLC for payment processing services.

MOTION ADOPTED VIA VOICE VOTE

4. Review and File OTRS#2 Request For Proposal

The request for proposals for the purchase and redevelopment of the Old Town Redevelopment Site #2 was presented. There were no questions or comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

5. Review and File Monthly Code Enforcement Activity Report

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

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

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

The informational report was presented. Community and Economic Development Director (CEDD) Emery provided a summary of project activities the Department has engaged in for FY 2025 and FY 2026. She introduced Economic Development Specialist (EDS) Walker to the team. EDS Walker was welcomed by the officials.

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 7:22 p.m.

Approved: April 21, 2025


Dawn R. Grivetti, Executive Assistant/Deputy Clerk