

**CITY OF WARRENVILLE
COMMUNITY DEVELOPMENT
COMMITTEE OF THE WHOLE
REGULAR MEETING
Monday, May 8, 2023, 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, and Aldermen: Stuart Aschauer, John Paul Augustynowicz, Clare Barry, Kathy Davolos, Craig Kruckenberg, John Lockett and Judy Wilkie

Absent: Mayor David Brummel

Also Present: City Administrator Cristina White, Assistant City Administrator Alma Morgan, Community and Economic Development Director Ron Mentzer, Assistant Community Development Director Consuelo Arguilles, Senior Civil Engineer Kristine Hocking, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: City Clerk Julie Clark

C. PLEDGE OF ALLEGIANCE

Chairman Weidner led the Pledge of Allegiance.

D. CITIZENS COMMENTS

There were no comments from persons present.

E. OFFICIALS AND STAFF COMMENTS

Ald. Lockett spoke highly of Community and Economic Development Director Mentzer's years of service to the City and Community before his retirement at the end of the month.

F. BUSINESS OF MEETING

1. Presentation on Community and Economic Development Success, Challenges, and Opportunities

Community and Economic Development Director (CEDD) Mentzer gave a presentation from his perspective of the key factors that have been critical to the City's successful community and economic development efforts during his almost 29 years with the City.

The key factors in the City's success include:

- 1) The ability to embrace change
- 2) The consistent investment in quality planning and policy documents

- 3) Collaboration with the public, other taxing districts, and private sector
- 4) Trusting the process for effective decision making
- 5) Making good use of TIF districts as an economic development tool

CEDD Mentzer also presented what he sees as the most important community and economic development challenges and opportunities the City will face going forward.

The City's challenges and opportunities include:

- 1) The Cantera development will be a challenge going forward as corporate business has changed. The City may need to consider a long-term planning process to reimagine Cantera, including additional residential uses, addressing the excessive parking regulations, and general walkability of the development.
- 2) Housing availability that is moderately affordable. This includes adding missing middle, but also assisting to revamp older homes and subdivisions in the community.
- 3) Parking regulations– the City requires too much parking according to an outdated plan
- 4) Continuously enhancing the sense of place in Warrenville by reducing barriers to incremental, small-scale developments. This may include City incentives and willingness to take on measured or calculated risk.

CEDD Mentzer concluded by encouraging the Council to continue to seek ways to reduce barriers to progress and incremental development, and to take risks when a positive outcome is probable.

Chairman Weidner applauded CEDD Mentzer's accomplishments within and care for the Community. Ald. Davolos thanked CEDD Mentzer for his knowledge and perseverance in educating elected officials and staff on the use and benefits of TIF district tools. Ald. Barry also thanked CEDD Mentzer for sharing his knowledge of community and economic development.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

2. Update on Traditional Development Zoning Ordinance Revision Initiative
Assistant Community Development Director (ACDD) Arguilles provided an update on the Zoning Overlay District planning process decision package from FY 2023, and the upcoming informational meetings intended to obtain feedback from the community.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

3. Consideration of Consultant Contracts for Private Development Plan Review Services
Senior Civil Engineer (SCE) Hocking stated that private development plan review services are required for general site engineering, stormwater, floodplain, wetland, traffic, best management practices, and erosion and sediment control reviews that staff cannot perform in house. She added that in 2017, the City entered into agreements with

two engineering consulting firms for such plan review services, and one of the firms has since closed.

SCE Hocking reported, in an effort to secure backup consultants with specific expertise, staff requested proposals from several qualified consultants. Following a review of the qualifications, staff has identified four consultants best qualified to perform the work required by the City, and is recommending the approval of public service agreements with all four consultants. She added that each consultant provides specific services to benefit private development plan review.

There was discussion regarding the budgeting of plan review expenses and the extent that each consultant would be used for such reviews. SCE Hocking indicated that consulting services are planned for and budgeted in the FY 2024 Budget, however plan reviews are typically paid by developers as part of the required permit fees associated with proposed developments.

ALDERMAN LOCKETT MADE A MOTION, seconded by Ald. Kruckenberg, to recommend City Council pass resolutions approving the four consultant contracts referenced in the May 3, 2023, memo from Senior Civil Engineer Hocking.

MOTION ADOPTED VIA VOICE VOTE

4. Update on condition and distribution of Magnolia tree saplings

CEDD Mentzer reported that the magnolia tree saplings propagated from the original tree previously located on the north corner of Butterfield and Batavia Roads, could not be distributed at the recent Arbor Day event due to an unforeseen incident at the horticulturalist's location. He added that the City has not been charged for the propagation services, and the City was able to take possession of a handful of saplings, which will need additional time to regrow.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

5. Discussion of Staff Recommendation to Include Plan Commission Chairman in Future City Council Economic Development Representatives discussions

CEDD Mentzer gave a historical perspective of the implementation and use of the City's Economic Development Representative (EDR) group. He stated that, in light of his upcoming retirement, staff is recommending Plan Commission Chairman Tim Cosgrove be invited to participate in future City EDR meetings. He added that Chairman Cosgrove has a thorough understanding of the regulatory structure of the Cantera Development, Zoning Ordinance, and the Subdivision Control Ordinance, along with historical knowledge of most of the privately owned properties the City is likely to receive economic development inquiries about in the future.

Several aldermen spoke in favor of Chairman Cosgrove.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

6. Review and file final Community Development Department FY 2023 Work Program
The Community Development Department's FY 2023 Work Plan was presented for review. There were no comments.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

7. Review and file Bi-monthly Code Enforcement Activity Report
The bi-monthly Code Enforcement Activity Report was presented for review.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

G. MISCELLANEOUS

There were no miscellaneous items discussed.

H. ADJOURN

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

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:07 p.m.

Approved: May 15, 2023



Dawn R. Grivetti, Executive Assistant/Deputy Clerk