

**CITY OF WARRENVILLE  
PUBLIC WORKS AND INFRASTRUCTURE COMMITTEE OF THE WHOLE  
REGULAR MEETING  
Monday, February 13, 2023, at 7:00 p.m.  
City Council Chambers at City Hall  
28W701 Stafford Place, Warrenville, IL 60555**

**MINUTES**

**A. CALL TO ORDER**

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

**B. ROLL CALL**

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

Absent: None

Also Present: City Administrator Cristina White, Assistant City Administrator Alma Morgan, Public Works Director Phil Kuchler, Management Analyst Kristin Youngmeyer, Senior Civil Engineer Kristine Hocking, Assistant Community Development Director Consuelo Arguilles, Finance Director Kevin Dahlstrand, Utility Maintenance Supervisor John Satter, Capital Maintenance Supervisor Jamie Clark, and Executive Assistant and Deputy City Clerk Dawn Grivetti

Also Absent: City Clerk Julie Clark

**C. PLEDGE OF ALLEGIANCE**

Chairman Barry led the Pledge of Allegiance.

**D. CITIZENS COMMENTS**

There were no comments from the public at this time.

**E. OFFICIALS AND STAFF COMMENTS**

Mayor Brummel commented on the recent training events staff has attended and how much the community benefits from staff training.

Ald. Goodman reported on the recent meeting of the Fermilab Community Advisory Board. She stated the Integrated Engineering Research Center (IERC) will be renamed for local scientist Dr. Helen Edwards. Fermilab is also planning to provide more public access for visits and events.

**F. BUSINESS OF MEETING**

1. Public Works Department FY 2024 Budget presentation

Public Works Director (PWD) Kuchler gave a presentation regarding the Department's proposed FY 2024 Budget and Work Plan, which included highlights of FY 2023 activities and accomplishments, and plans and goals for FY 2024.

FY 2023 accomplishments include: the painting of an existing water tower, the planning of and acquisition of land for a new water tower and well, Illinois Prairie Path Trailhead improvements, design and property acquisition of the 2023 Road Program, east side storm sewer project, department staff reorganization, and the implementation of the Tree Maintenance and Planting program.

FY 2024 goals include: continued improvements with the infiltration and inflow (I/I) reduction program, painting of another existing water tower, construction improvements including the 2023 Road Program, design and property acquisition of Mack Road Bridge and Trail, Route 59 sidewalks and path improvements and various City building improvements.

There was discussion regarding the Naperville wastewater treatment plant upgrades and costs attributed to the City of Warrenville which were originally estimated at \$5 million, however, due to increased analysis and scope of work, the City's portion has increased to \$15 million. PWD Kuchler is working with the City of Naperville to extend the payment schedule for reimbursement of the proposed upgrades.

There was discussion regarding the schedule for the Mack Road bridge replacement and communication of projects and improvements to the public.

Mayor Brummel addressed the proposed improvements to the Veterans Memorial and thanked PWD Kuchler for including that in the Department's work plan.

NO COMMITTEE ACTION WAS TAKEN NOR REQUESTED

2. Consideration of an Agreement for IT Managed Services with AIS

Assistant City Administrator (ACA) Morgan stated the City's contract with All Information Services, Inc. (AIS) for information technology (IT) managed services expired on December 18, 2022, and until a request for proposals for IT services is performed, the City will need AIS to provide support services in the interim. She added that AIS has agreed to maintain current pricing for the proposed agreement.

There was discussion regarding the rate of pay and descriptions of work performed outside of the scope of the contract.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Davolos, to recommend the City Council approve an agreement with All Information Services, Inc. (AIS) for a 12-month term at an annual cost of \$104,496.

MOTION CARRIED VIA VOICE VOTE

3. Consideration of Long Range Financial Planning Workgroup Recommendation to Issue Debt for the New Water Tower and Well Site

City Administrator (CA) White stated that the City engaged Speer Financial to assist with debt issuance for costs associated with the proposed new water tower and well project in the Southwest District. She added that the Long Range Financial Planning (LRFP) workgroup is recommending general obligation bonds, which provide the lowest cost of borrowing for the City. CA White further stated that the recommendation of the workgroup includes repaying the bonds with revenues from TIF #4.

Speer Financial representative Anthony Miceli gave a presentation on the debt options provided to the LRFP workgroup. He discussed the three scenarios considered by the workgroup, the risks and interest costs per option, and the benefits of using general obligation bonds over the other options. He confirmed that TIF funds can be used to pay back general obligation bonds. Mayor Brummel stated and Mr. Miceli confirmed the City's TIF Fund is financially sound and able to take on such a risk.

There was discussion regarding the ability to refinance or pay off bonds early, and staff's confidence in the amount of funds needed to construct the project based on engineer's estimates. PWD Kuchler replied the City will know more about actual project costs when bids are received later in the year, and Finance Director Dahlstrand added that the TIF funds are secure and growing enough that long term repayment with the ability to refinance the bonds should not be an issue.

ALDERMAN LOCKETT MADE A MOTION, seconded by Alderman Goodman, to recommend the City Council direct staff to proceed with a general obligation bond issuance as presented by Speer.

MOTION CARRIED VIA VOICE VOTE

4. Consideration of Creekside Printing and Bid Award

City Administrator White stated that the City contracts out the printing and distribution of the monthly *Hometown Happenings* newsletter. A request for proposals was issued, and staff is now recommending a three-year agreement with the current service provider, Plerus (formerly Creekside) Publishing. She added that the City has had a good experience with the company over the past few years.

CA White stated that contract variables worth noting include: the fluctuating cost of paper has resulted in six-month purchases of paper; any change or increase in the number of additional service addresses would result in additional copies of the newsletter being printed; and the contract with the printer does not include the cost of postage.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Davolos, to recommend the City Council approve a three-year contract for newsletter printing services with Plerus (Creekside) Publishing.

MOTION CARRIED VIA VOICE VOTE

5. Consideration of Lexington Homes temporary license agreement for construction trailer in public right-of-way

Senior Civil Engineer (SCE) Hocking stated that developer Lexington Homes, is requesting to leave an existing construction trailer located on parking spaces on the north side of the Brayman Court right-of-way, while Lexington Trace Subdivision Units 2 and 3 are being constructed. She noted that the developer plans to move the trailer when there is adequate space in Unit 3 for the trailer, which is anticipated within the next year.

SCE Hocking added that the City's current licensing options do not allow for such a request, and therefore a temporary license agreement was drafted by the City Attorney to accommodate the request.

Mayor Brummel commented on a recent Daily Herald article about the development, where the developer notably did not give credit nor recognition to the Warrenville Community for making the success of the development possible. He requested staff convey his concern to the developer.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Davolos, to recommend the City Council pass a resolution approving the Temporary License Agreement for a construction trailer within the Brayman Court right-of-way.

MOTION CARRIED VIA VOICE VOTE

6. Consideration of Amended Local Agency Agreement with IDOT for Diehl Road Turn Lane Improvement Project

SCE Hocking stated that, in May 2019, the Mayor signed a letter of concurrence for the low bidder for the Diehl Road Added Turn Lanes project. The low bid was higher than the engineer's estimate, resulting in local costs that were higher than anticipated.

SCE Hocking added that the project is now complete, and staff has received notice that the extra cost would be covered by the Surface Transportation Program (STP) funding in a 70% federal, 30% local cost split. 50% of the local project cost share is to be paid by DuPage County Department of Transportation (DuDOT) pursuant to an Intergovernmental Agreement, which leaves the City with an extra cost of \$11,685.50.

The Illinois Department of Transportation (IDOT) requires an amended Local Agency Agreement (LAA) before producing a final invoice to close out the project. SCE Hocking stated there has been and will continue to be sufficient funding in the budget to pay the invoice, whenever it is received.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Davolos, to recommend the City Council pass a resolution approving the amended Local Agency Agreement for Federal Participation in an amount \$419,258 that will be cost-shared with \$268,723 of STP funds and \$150,535 with local funds.

MOTION CARRIED VIA VOICE VOTE

7. Consideration of Zoning Overlay District Preferred Consultant  
Assistant Community Development Director (ACDD) Arguilles presented the Zoning Overlay District workgroup's recommendation to select Codometrics as the City's preferred consultant for the Zoning District Overlay Initiative.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Kruckenberg, to recommend the City Council accept the Zoning Overlay District Workgroup recommendation and designate Codometrics as the preferred consultant.

MOTION CARRIED VIA VOICE VOTE

8. Consideration of Bid Letting and Construction Engineering for 2023 Construction Projects Prior to Approval of the FY 2024 Budget  
PWD Kuchler requested authorization to let bids for four of the 2023 construction projects prior to the approval of the FY 2024 Budget.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Lockett, to recommend the City Council authorize staff to advertise for bids for the 2023 construction projects outlined in Public Works Director Kuchler's February 8, 2023, memorandum, prior to formal approval of the Fiscal Year 2024 Budget.

MOTION CARRIED VIA VOICE VOTE

9. Consideration of Joint Funding Agreement for State-Let Construction Work for the Batavia Road Resurfacing Project  
PWD Kuchler stated that the City has obtained federal Surface Transportation Program (STP) funding in the amount of \$303,080 for the resurfacing of Batavia Road, between Route 59 and Fermilab. The total construction cost estimate for the project is \$785,840, and staff is proposing to pay for the City's share of construction with \$482,760 of Motor Fuel Tax (MFT) funding.

ALDERMAN GOODMAN MADE A MOTION, seconded by Alderman Davolos, to recommend the City Council pass a resolution approving the Joint Funding Agreement for State-Let Construction Work for the Batavia Road Resurfacing Project, and committing to funding the City's share of the project.

MOTION CARRIED VIA VOICE VOTE

10. Discussion of FY 2024 Citywide Work Plan  
CA White stated the Citywide Work Plan will be presented at every Council and Committee meetings until the Budget Workshop on March 18, and staff is open to any comments or proposed changes.

Ald. Goodman suggested adding an item regarding financing the water well and tower project to both the Finance Department Work Plan and the Citywide Work Plan.

11. Review and file Public Works Department FY 2023 work program and decision package status report (FYI)

The Public Works FY 2023 Work Plan Program and Decision Package status report was presented for consideration. There were no comments presented.

FOR INFORMATIONAL PURPOSES ONLY

**G. MISCELLANEOUS**

There were no miscellaneous items discussed.

**H. ADJOURN**

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

MOTION ADOPTED VIA VOICE VOTE

The meeting adjourned at 8:23 p.m.

Approved: \_\_\_\_\_

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Dawn R. Grivetti, Executive Assistant/Deputy Clerk