

CITY OF WARRENVILLE

MEMORANDUM

TO: Mayor and City Council 
FROM: Cristina White, City Administrator
SUBJECT: SUMMARY OF AGENDA ITEMS FOR JUNE 2, 2025, CITY COUNCIL REGULAR MEETING
DATE: May 29, 2025

Please contact the City Administrator with questions pertaining to agenda items by noon on the day of the meeting.

VI. CONSENT AGENDA – OMNIBUS VOTE

A. Ordinance O2025-27 – Dream Clean / Starbucks Preliminary Approvals (Attachment)

On May 8, the Plan Commission recommended City Council approval of a preliminary plat of subdivision, preliminary planned unit development plans with code deviations, conditional rezoning, and conditional special use permit approval for a planned unit development, automobile laundry, drive-through, and outdoor eating and drinking patio. Nine residents provided public testimony, all of whom were not supportive of the requested zoning relief. Particular concerns raised during the hearing included: compatibility with adjacent residential, cut-through traffic, noise, light pollution, property values. On May 19, the City Council directed the City Attorney to prepare an ordinance for the proposed development. A copy of the draft ordinance and the May 8, 2025, staff report are included with the agenda backup material.

Council Action Requested: Accept Plan Commission recommendation, waive second reading, and pass ordinance O2025-27, approving a Preliminary Planned Unit Development Plan and Preliminary Plat of Subdivision, and conditionally approving rezoning, certain modifications from the Warrenville Zoning Ordinance, and special use permits to allow an automobile laundry, drive-through, and outdoor eating and drinking patio (Dream Clean; Starbucks – 30W063 and 30W081 Estes Street).

Staff Recommendation: Community and Economic Development Director Emery recommends this action.

Budgetary Impact: None.

Other Resources Required: None.

Strategic Plan Goal: #1 Energetic and Healthy Economy – Business Retention and Expansion

B. Ordinance O2025-28 – Purchase and Sale Agreement City-owned Property (Attachment)

The City owns a vacant surplus property of approximately 19,911 square feet located on Barkley Avenue between Estes Street and Duke Parkway. The property is included within the Warrenville Southwest/Route 59 Tax Increment Financing (TIF) District #4. The City has received an offer to purchase the property and negotiated in good faith a purchase and

sale price of \$90,000. A Purchase and Sale Agreement (PSA) has been prepared by the City Attorney to facilitate the transfer of the property subject to specific terms. The PSA includes milestones for actions such as preliminary and final development approvals, escrow, and a development agreement.

In accordance with Sections 4(c) of the TIF Act, 65 ILCS 5/11-74.4-4(c), notice of the proposed sale, including the terms of the proposed purchase and sale agreement, was published in the Daily Herald on May 5, 2025, and disclosed on the City's website. An ordinance authorizing execution of the proposed PSA is included with the agenda backup material.

Council Action Requested: Accept Plan Commission recommendation, waive second reading, and pass ordinance O2025-28, authorizing the execution of the purchase and sale agreement for the sale of City-owned property commonly known as 30W081 Estes Street.
Staff Recommendation: Community and Economic Development Director Emery recommends this action.

Budgetary Impact: \$90,000 sale price of the subject property to be received at a future closing date after final entitlement approvals.

Other Resources Required: Not applicable.

Strategic Plan Goal: #1 Energetic and Healthy Economy – Business Retention and Expansion.

C. Ordinance O2025-29 – Disposal and Recycling of IT-Related Equipment (Attachment)

Orbis Solutions, Inc. has identified various IT-related equipment that is no longer in service due to being replaced or having exceeded its useful life. These items, which are no longer functional or needed, include computers, monitors, printers, network switches, servers, keypads, and other IT accessories. A draft ordinance authorizing the disposal of the surplus equipment and a list of the proposed items for disposal are included with the agenda backup material. Orbis will coordinate the pickup and recycling of these items through E-Scrap Technologies, Inc. or the Kane County Recycling Center for disposal.

Council Action Requested: Accept Public Safety and Finance Committee recommendation, waive second reading, and pass ordinance O2025-29, authorizing the disposal of surplus personal property owned by the City.

Staff Recommendation: Assistant City Administrator Morgan recommends this action.

Budgetary Impact: Not applicable.

Other Resources Required: Staff time to coordinate with Orbis for the disposal process.

Strategic Plan Goal: #3 Quality City Services – Maintain and Replace City Infrastructure.

D. Resolution R2025-34 –River Road Curb and Gutter Improvements Contract (Attachment)

Public bids for the River Road Curb and Gutter Project were opened and read aloud on May 22. Six bids were received, ranging from \$407,706.70 to \$637,846.06. Staff recommends awarding the project contract to the low bidder, Geneva Construction Company of Aurora, IL, in the amount of \$407,706.70. The low bid is \$111,631.19 or 21.49% below the engineer's estimate. Geneva has successfully completed several similar

projects for the City in recent years. Included with the agenda backup material is a resolution and contract with Geneva Construction Company.

Council Action Requested: Accept staff recommendation and pass resolution R2025-34, awarding the contract for the River Road Curb and Gutter Improvements to Geneva Construction Company of Aurora IL, in the amount of \$407,706.70.

Staff Recommendation: Capital Maintenance Superintendent Clark and Public Works Director Kuchler recommend this action.

Budgetary Impact: DuPage County paid the City \$1,030,000 to cover construction and engineering costs. Those funds were deposited in the Capital Maintenance and Replacement Fund, and sufficient funds were included in the FY 2026 Budget.

Other Resources Required: Considerable staff time to coordinate with the consulting engineer and contractor during construction.

Strategic Plan Goal: #3 Quality City Services – Maintain and Replace City Infrastructure.

- E. Resolution R2025-35 – Engineering for River Road Curb and Gutter Project (Attachment)
Included with the agenda backup material is a resolution and agreement with Engineering Resource Associates, Inc. (ERA) for construction engineering services for the River Road Curb and Gutter Project. ERA has successfully assisted the City with design and construction observation on several other projects in the past ten years. Additionally, the firm is located in Warrenville, so their proximity to the construction site is an advantage for them to mobilize and respond to issues in a timely manner. Staff has had positive experiences on previous projects with the resident engineer who will be assigned to this project. Staff has reviewed the proposal and has determined it is fair and consistent with other similar projects.

Council Action Requested: Accept staff recommendation and pass resolution R2025-35, approving an agreement with Engineering Resource Associates, Inc. for construction engineering services for River Road Curb and Gutter Improvements in the amount of \$76,975 plus reimbursable expenses.

Staff Recommendation: Capital Maintenance Superintendent Clark and Public Works Director Kuchler recommend this action.

Budgetary Impact: DuPage County paid the City \$1,030,000 to cover construction and engineering costs. Those funds were deposited in the Capital Maintenance and Replacement Fund, and sufficient funds were included in the FY 2026 Budget.

Other Resources Required: Considerable staff time to coordinate with the consulting engineer and contractor during construction.

Strategic Plan Goal: #3 Quality City Services – Maintain and Replace City Infrastructure.

- F. Resolution R2025-36 – City Prosecutor Charkewycz Agreement Renewal (Attachment)
The City Prosecutor represents the City at regular traffic court sessions held at the Wheaton Field Court location. Attorney Charkewycz has been serving in this capacity since April 2015 and has provided excellent service to the City and the Police Department. Included with the agenda backup material is a resolution approving Ms. Charkewycz's proposed legal services agreement for the period of June 1, 2025 through December 31, 2025, after

which time she will retire. The proposed services agreement includes a per session fee increase of \$10 from the expiring agreement.

Council Action Requested: Accept Public Safety and Finance Committee recommendation, and pass resolution R2025-36, approving an agreement renewal for City Prosecutor services with Attorney Christine Charkewycz for the period of June 1, 2025, through December 31, 2025.

Staff Recommendation: Police Chief Bonilla recommends this action.

Budgetary Impact: Costs associated with this agreement fluctuate based on the number of appearances requiring representation. Funding is included in the FY 2026 Budget.

Other Resources Required: None.

Strategic Plan Goal: Not applicable.

G. Closure of Certain Local Streets for the Independence Day Celebration (Attachment)

The City Attorney has recommended that the City Council vote on an annual basis to approve the closure of local streets for 4th of July events, including the parade on July 3. Included with the agenda backup material is a copy of Warrentville Friends of the 4th Committee Chairman Colin Wilkie's letter, dated April 7, 2025 requesting the street closures and including a map of the staging areas and parade route.

Council Action Requested: Accept staff recommendation and authorize the closure of certain local streets for the annual Independence Day Parade, parade staging, and Cerny Park festival as stated in Warrentville Friends of the 4th Committee Chairman Colin Wilkie's letter dated April 7, 2025.

Staff Recommendation: Executive Assistant and Deputy City Clerk and Staff Liaison Grivetti recommends this action.

Budgetary Impact: None.

Other Resources Required: Public Works staff time to set up and remove barricades. EMA and Police personnel time to patrol the area on the designated event date.

Strategic Plan Goal: Not applicable.

H. Minutes of the Plan Commission and Zoning Board of Appeals (Attachment)

Receive and file draft minutes of the Plan Commission and Zoning Board of Appeals meeting held on May 22, 2025.

I. Invoices Paid (Attachment)

Receive and file report of invoices paid up to May 28, 2025, in the amount of \$166,895.58.

J. Invoices Due (Attachment)

Authorize expenditures for invoices due on or before June 16, 2025, in the amount of \$442,502.88.

K. Wire Transfer Report

Receive and file the Wire Transfer Report for May 2025.

VII. REGULAR AGENDA

A. Resolution R2025-37 – Agreement for Security Camera Upgrades (Attachment)

Staff is recommending the replacement and addition of security cameras located at the Police Department due to the age and inefficiency of the existing equipment. Staff recommends installing security cameras at the Warrenville Historical Society Museum as well. Since the presentation of the request at the May 27 Public Safety and Finance Committee of the Whole meeting, a revised proposal has been received. Included with the agenda backup material is an updated resolution, an amendment to the agreement with Orbis Solutions, Inc., and the revised proposal for security camera upgrades at the one-time cost of \$65,082.37 and an annual maintenance service agreement at an additional cost of \$9,000 per year.

This is intended to be phase one of a three phase project that considers replacement and installation of new cameras at City Hall, Public Works, and the Warren Tavern. Additional locations will be considered in FY 2027 and FY 2028.

Council Action Requested: Accept Public Safety and Finance Committee recommendation, waive competitive bidding, and pass resolution R2025-37, approving the second amendment to the agreement with Orbis Solutions, Inc. regarding surveillance upgrades to the Police Department and Warrenville Historical Society in the one-time amount of \$65,082.37 plus annual maintenance fees of \$9,000 per year.

Staff Recommendation: Police Chief Bonilla and Deputy Chief Dawson recommend this action.

Budgetary Impact: Sufficient funds are included in the FY 2026 Budget.

Other Resources Required: Staff time to coordinate installation.

Strategic Plan Goal: #3: Quality City Services - Maintain and Replace City Infrastructure

VIII. UNFINISHED BUSINESS

CW/drg