

CITY OF WARRENVILLE

MEMORANDUM

TO: Mayor and City Council 
FROM: Cristina White, City Administrator
SUBJECT: SUMMARY OF AGENDA ITEMS FOR THE MARCH 2, 2026 CITY COUNCIL MEETING
DATE: February 26, 2026

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

IV. CONSENT AGENDA – OMNIBUS VOTE

A. Ordinance R2026-09 – Approving Zoning Relief for 7 Brew (Attachment)

On February 19, 2026, the Plan Commission unanimously recommended approval of a major planned unit development amendment and signage site-specific amendments for a 7 Brew drive-through only coffee shop at 28231 Diehl Road. The proposed site improvements include the 7 Brew building and related canopy, a 45-stacking space queueing lane, and related landscaping. The developer proposes additional traffic and circulation mitigation measures, which are included as a condition of approval in the attached ordinance, either through a third-party service or via a “Hire Back Agreement” with the Warrenville Police Department to hire off-duty officers to direct traffic. The Police Department indicated they are open to such an agreement. A copy of the draft ordinance and staff report are included with the agenda backup material.

Council Action Requested: Pass Ordinance O2026-09, approving site specific amendments and major amendment to the final plan of planned unit development for Lot I-4 in Cantera Subarea I (28231 Diehl Road – 7 Brew)

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 O2026-10 – Adopting the 2026 Zoning District Map (Attachment)

State law requires municipalities to annually adopt a zoning map, which includes amendments made to the map since the last map was approved. This action will formally adopt the updated City Zoning District Map. A copy of the draft ordinance and Community Planner Maszka’s memo dated February 13, 2026, are included with the agenda backup material.

Council Action Requested: Pass Ordinance 2026-10, adopting and publishing the updated City of Warrenville Zoning District Map.

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

Budgetary Impact: None.

Other Resources Required: None.

Strategic Plan Goal: #5 Safe and Healthy Neighborhoods – Proactive Community Education.

C. Ordinance O2026-11 – Approving Trailer purchase (Attachment)

The purchase of a new Felling 20-ton trailer for the City's fleet was approved as part of the FY 2026 Budget. This is a planned replacement of a 2006 Eager Beaver 20-ton trailer, which will be traded in as part of the purchase. The purchase is being made from Westside Tractor Sales as a low bidder through the Sourcewell purchasing cooperative. The ordinance and quote from Westside Tractor Sales are included with the agenda backup material.

Council Action Requested: Pass ordinance O2026-11, approving the purchase of a 2026 Felling Trailer from Westside Tractor Sales and authorizing the disposition via trade-in of an Eager Beaver trailer, in the amount of \$40,160.44.

Staff Recommendation: Public Works Director Kuchler recommends this action.

Budgetary Impact: Sufficient funds are included in the FY2026 Budget to pay for this expense in the Capital Maintenance and Replacement Fund (50% - \$20,080.00), Sewer Fund (25% - \$10,040.11), and Water Fund (25% - \$10,040.11).

Other Resources Required: Staff time to coordinate purchase and trade-in with the vendor.

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

D. Resolution R2026-13 – Approving Corrpro Contract (Attachment)

Included with the agenda backup material is a contract with Corrpro Companies, Inc. for the installation of cathodic protection systems at the water towers on Country Ridge Drive and West Street to reduce the corrosion of the metal in the towers. When properly inspected and maintained, the systems have an expected life of 30-50 years, and it is common to gain an additional 20-40 years of service life on a water tower with these systems, with many towers reaching a total lifespan of 75-100 years. Corrpro is a qualified specialist with extensive experience in municipal water storage corrosion control and was the contractor that installed the cathodic protection system in the City's new water tower.

To ensure consistency with existing City infrastructure, staff requested a proposal solely from Corrpro for this work; therefore, City Council action is required to waive competitive bidding.

This item requires an affirmative vote of 2/3 of the Alderman holding office.

Council Action Requested: Pass resolution R2026-13, waiving the competitive bidding requirements and approving a contract with Corrpro to install internal cathodic protection at two City water towers – West Street and Country Ridge Drive.

Staff Recommendation: Public Works Director Kuchler recommends this action.

Budgetary Impact: While this work was not specifically included in the FY 2026 budget, there are sufficient funds available in the Water and Sewer Fund for this project to cover the \$50,166 expense.

Other Resources Required: Staff time to coordinate with the contractor.

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

E. Resolution R2026-14 – Safe Step Contract for Sidewalk Repairs (Attachment)

Included with the agenda backup material is a resolution and contract for sidewalk repairs, specifically trip hazard repairs from Safe Step LLC. Staff requested a free evaluation of an area of the City from Safe Step in the fall of 2025. Safe Step performed the evaluation and presented a proposal with 417 recommended repairs totaling \$45,324.53. Safe Step is recommending the City become a member of The Interlocal Purchasing System (TIPS), a national government buying cooperative offering competitively bid contracts to help members save time and money.

Council Action Requested: Pass resolution R2026-14, approving a contract with Safe Step, LLC for the Repair of Certain City Sidewalks through the TIPS Purchasing Cooperative in the amount of \$45,324.53.

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

Budgetary Impact: CMRP \$45,324.53.

Other Resources Required: Staff time to coordinate with the contractor.

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

F. Resolution R2026-15 – Maguire Iron Inc. Change Order No. 1 (Attachment)

Included with the agenda backup material is Change Order No. 1 to the contract with Maguire Iron, Inc for the West Water Tower Riser Pipe Replacement Project located at 2S649 Country Ridge Drive. The change order modifies the contract scope to replace approximately 110 linear feet of steel riser pipe by increasing the diameter from 10 inches, as specified in the original contract documents, to 12 inches to satisfy operational, hydraulic, and system performance requirements identified during project review. This modification is within the intent of the original contract and is necessary to ensure adequate system capacity, operational efficiency, and long-term reliability of the water tower on Country Ridge Drive.

Council Action Requested: Pass resolution R2026-15, approving Change Order No. 1 to the contract with Maguire Iron, Inc. for the West Water Tower riser pipe replacement Project.

Staff Recommendation: Public Works Director Kuchler recommends this action.

Budgetary Impact: The additional \$8,250 expense can be accommodated within available project funding.

Other Resources Required: Staff time to coordinate with the contractor.

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

G. Resolution R2026-16 – DMMC Legislative Action Program (Attachment)

In November 2025, the DuPage Mayors and Managers Conference (DMMC) unanimously adopted its 2026 Legislative Action Program (LAP). DMMC annually requests that member municipalities adopt a resolution endorsing the LAP to demonstrate support. Included with the agenda backup material is a resolution in support of the 2026 DMMC LAP.

Council Action Requested: Pass resolution R2026-16, approving the DuPage Mayors and Managers Conference 2026 Legislative Action Program.

Staff Recommendation: City Administrator White recommends this action.

Budgetary Impact: None.

Other Resources Required: None.

Strategic Plan Goal: Not applicable.

H. Council Sponsorship of Operation Safe Celebration (Attachment)

Included with the agenda backup material is a City Council Sponsorship Request from Operation Safe Celebration for 2026 post-prom activities in the amount of \$500. The sponsorship is consistent with past Council support for post-prom events since 2001. The request indicates the funding will be used to pay for Wheaton Warrenville South and Wheaton North High Schools post-prom activities at Main Event in Warrenville, which are open to all District 200 juniors and seniors.

Council Action Requested: Approve the Council sponsorship funding request from Operation Safe Celebration for 2026 Post-Prom activities in the amount of \$500.

Staff Recommendation: City Administrator White recommends this action.

Budgetary Impact: \$500 from the City Council sponsorship line item. Sufficient funding is available for this expense in the FY 2026 Budget.

Other Resources Required: Not applicable.

Strategic Plan Goal: #2 Engages and Connected Community – Unique Programs and Events.

I. DuPage Senior Citizens Council Funding Request (Attachment)

Each year, the City budgets \$15,000 to support services provided by the DuPage Senior Citizens Council (DSCC) to Warrenville senior citizens. These services include Meals on Wheels, Senior Dining, Well Being-Checks, Minor Home Repairs, and other needed services.

Historically, this annual funding has not been presented to the City Council for consideration, as the “cost gap” identified by the DSCC typically exceeded the City’s budgeted \$15,000 contribution. However, DSCC’s most recent request indicates a funding gap of \$8,360 for services provided to Warrenville seniors. At the February 17, 2026 City Council meeting, the Council voted to advance the funding request for approval in the amount of \$15,000.

Included with the agenda backup material is the most recent request and supporting documentation from the DSCC seeking \$15,000 in support.

Council Action Requested: Approve the funding request from the DuPage Senior Citizens Council for senior services in the amount of \$15,000.

Staff Recommendation: Finance Director Dahlstrand recommends this action.

Budgetary Impact: A total of \$15,000 was budgeted in the FY 2026 General Fund Budget for this annual support.

Other Resources Required: Minimal staff time to process the payment.

Strategic Plan Goal: #2 Engaged and Connected Community – Promote Participation and Belonging; and #3 Quality City Services – Deliver Services Sustainably.

- J. Warrenville Friends of the 4th Funding Request (Attachment)
Included with the agenda backup material is Warrenville Friends of the 4th Committee President Colin Wilkie's letter dated February 9, 2026, requesting an additional \$10,000 in City Council grant funding for the 2026 Independence Day Celebration. Since FY 2019, the City has budgeted \$30,000 in annual sponsorship for this event from the Hotel Tax Fund. Beginning in FY 2023, the Committee requested an additional \$10,000 to address rising costs, particularly for entertainment and fireworks. The City pays the contracted fireworks vendor from these budgeted funds and is currently in the second year of a three-year contract for an annual fireworks display in the amount of \$28,000. Additionally, the City has historically covered in-kind services related to the event, such as Police and Public Works staff time. The Hotel Tax fund covers \$11,000 each year of the in-kind service costs. Any service costs exceeding this amount are paid from the General Fund.
- Council Action Requested:** Approve the funding request from Warrenville Friends of the 4th for the 2026 Independence Day Celebration in the amount of \$10,000, and direct staff to include the additional funding in the FY 2027 Hotel Tax Fund.
- Staff Recommendation:** City Administrator White recommends this action.
- Budgetary Impact:** An increase of \$10,000 (for a total of \$40,000) in the proposed FY 2027 Hotel Tax Fund Budget for Fourth of July event sponsorship.
- Other Resources Required:** None.
- Strategic Plan Goal:** #2 Engaged and Connected Community - Unique Programs and Events.
- K. Request for Bike Rodeo Prize Solicitations and Street Closure (Attachment)
The Bicyclist and Pedestrian Advisory Commission (BPAC) is requesting City Council authorization to solicit local businesses for donated items to be used as giveaways for the twentieth annual Bike Rodeo, scheduled for Saturday, May 16, 2026, as well as approval to close a section of Stafford Place for the event due to liability and safety concerns. Included with the agenda backup material is Asset Management Analyst and BPAC Staff Liaison Hernandez-Galvan's memo dated February 10, 2026, requesting authorization to solicit local businesses and detailing the proposed street closure, including a map of the recommended closure area.
- Council Action Requested:** Approve the request for 2026 Bike Rodeo prize solicitations and street closure.
- Staff Recommendation:** Public Works Director Kuchler and Asset Management Analyst Hernandez-Galvan recommend this action.
- Budgetary Impact:** Not applicable.
- Other Resources Required:** Public Works staff time to set up and remove barricades.
- Strategic Plan Goal:** #5 Safe and Healthy Neighborhoods – Proactive Community Education.
- L. Consideration of 2026 Construction Project Bid Letting (Attachment) (P. Kuchler)
City staff is requesting authorization to seek bids for the Shaw Drive Area Street Rehabilitation Project, the 2026 Road Program, Cerny Park-Phase 2 Project, and

the Central 2 Basin Sanitary Sewer Maintenance Project before the FY 2027 Budget is formally approved. It is staff's experience that seeking bids for planned infrastructure construction projects in late winter or early spring results in lower bid prices. Public Works Director Kuchler's memo dated February 10, 2026, is included with the agenda backup material. Public Works Director Kuchler will present this item and be available to answer questions.

Council Action Requested: Approve bid letting and construction engineering advertising for 2026 Construction Projects prior to approval of the FY 2027 Budget.

Staff Recommendation: Public Works Director Kuchler recommends this action.

Budgetary Impact: No money will be spent until FY 2027. Public Works Director Kuchler's memo outlines the costs associated with each project that are proposed in the FY 2027 Budget.

Other Resources Required: Staff and consultant time to finalize the review, permitting, and inspection of these projects.

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

M. Invoices Paid (Attachment)

Approve expenditures for invoices paid up to February 18, 2026, in the amount of \$163,769.61

N. Invoices Due (Attachment)

Authorize expenditures for invoices due on or before March 16, 2026, in the amount of \$470,741.34

O. Approve Minutes of City Council Meetings (Attachments)

- 1) January 26, 2026 Budget Presentation Meeting
- 2) February 9, 2026, Budget Presentation Meeting
- 3) February 17, 2026, City Council Regular Meeting

V. **REGULAR AGENDA**

A. Resolution R2026-17 – Approving the Stipulation and Settlement Agreement with the Manilow Trust and the Associated Agreed Final Order (Attachment) (C. White)

On June 18, 2025, the City filed a complaint for condemnation for the acquisition of certain permanent and temporary easements and fee simple portions of the property commonly known as 29W530 Mack Road needed to complete construction of a new multi-use path and replace the bridge located on Mack Road, just east of Illinois Route 59. Shortly after the City filed its complaint, the beneficiary of the trust passed away, and LaSalle Bank N.A., as Trustee of the trust took control of the property. The City engaged with the trust representatives and reached a settlement agreement for the acquisition of the necessary easements and the dismissal of the condemnation case pursuant to an agreed final order.

Included with the agenda back up material is a resolution and exhibits.

Council Action Requested: Pass Resolution R2026-17, approving a settlement agreement with LaSalle Bank, N.A. as Trustee, and final order of judgement for the condemnation case related to 29W530 Mack Road.

Staff Recommendation: City Administrator White recommends this action.

Budgetary Impact: \$75,000

Other Resources Required: Staff and attorney time to execute the agreement and file the relevant documents with the court.

Strategic Plan Goal: Not applicable.

VI. PRESENTATION AND DISCUSSION ITEMS

A. Consideration of Amendments to Financial Practices (Attachment) (A. Morgan)

As part of the annual budget process, City staff reviewed the *City of Warrentville Financial Practices and Policies* document to identify any gaps, address new policies, or amend existing language. Approved revisions are incorporated into the final adopted FY 2027 Budget. For FY 2027, staff evaluated the section governing employee salaries and wages. Included with the agenda backup material is Assistant City Administrator Morgan's memo dated February 17, 2026, outlining the recommended changes.

Council Action Requested: Direct staff to incorporate the proposed revisions into the Financial Practices and Policies document as part of the final adopted FY 2027 Budget.

Staff Recommendation: Assistant City Administrator Morgan recommends this action.

Budgetary Impact: Minimal short-term salary savings.

Other Resources Required: Staff time to update the policy document.

Strategic Plan Goal: #3 Quality City Services – Effectiveness of Financial Policies.

B. Consideration of Revocable Right-of-Way Agreement for 3S230 Warren Ave (Attachment) (J. Maszka)

The property owner is seeking to convert the basement unit of 3S230 Warren Avenue from personal storage to an occupiable retail space. ARK Wellness physical therapy intends to occupy the space. Based on the Warrentville by Design (WBD) regulations, the proposed medical office requires seven parking spaces. Six off-site parking spaces in the Park District parking lot and within the Manning Avenue right-of-way are proposed. The WBD regulations permit off-site parking and use of public parking spaces. To meet the single ADA parking stall requirement, the owner proposes an ADA accessible space directly in front of the proposed retail space. This results in approximately 3' of the required ADA access aisle encroaching into the Manning Avenue right-of-way. Additionally, the property owner applied for a parking space encroachment variance for this parking space as it would cross the southwest property line into public right-of-way. The public hearing for the variance request is scheduled for the March 5, Zoning Board of Appeals meeting.

Included with the agenda backup material is a revocable right-of-way covenant agreement form consistent with the request. This agreement and any recommendation from the Zoning Board of Appeals will be sent to City Council for final action at a subsequent meeting. Community Planner Maszka will make a brief presentation and answer questions at the meeting.

Council Action Requested: Direct staff to present a resolution and Revocable Right-of-Way Covenant Agreement to allow an ADA access aisle to encroach approximately three feet into the Manning Avenue right-of-way at 3S230 Warren Avenue.

Staff Recommendation: Community Planner Maszka and Public Works Director Kuchler recommend this action.

Budgetary Impact: None.

Other Resources Required: None.

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

- C. Discussion of FY 2027 Preliminary Citywide Work Plan (Attachment) (A. Morgan)
The Citywide Work Plan is incorporated into the City's budget process and provides the City Council with an overview of large, multi-departmental initiatives and their proposed prioritization. This item will appear under Presentation and Discussion Items on each City Council agenda through the March budget workshop. Including this item on a recurring basis allows Council members to review the initiatives and provide feedback to staff throughout the budget process.

Council Action Requested: Provide feedback, input, and direction to staff on the initiatives and the initial prioritization.

Staff Recommendation: Not applicable.

Budgetary Impact: Not applicable.

Other Resources Required: Staff time to amend the work plan, as needed.

Strategic Plan Goal: #3 Quality City Services – Effectiveness of Financial Policies.

VII. INFORMATIONAL REPORTS

- A. FY2026 Community Development Work Plan Update (Attachment)
Receive and file the updated FY 2026 Community Development Work Plan which includes the status of department projects. A copy of the report is included with the agenda backup material.
- B. 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 meetings held on February 19, 2026.

CW/drg