

Meeting Minutes - Draft

Village Board

Wednesday, December 3, 2025

6:00 PM

Village Hall Board Room
1050 W. Romeo Rd

Regular Meeting

1. CALL TO ORDER

Roll Call

Present 6 - Trustee Lourdes Aguirre, Trustee Ken Griffin, Trustee Brian Clancy, Trustee Dave Richards, Mayor John Noak, and Trustee Jose Chavez

Absent 1 - Trustee Linda Palmiter

2. POSTING OF COLORS, PLEDGE OF ALLEGIANCE

3. PUBLIC COMMENT

Justin Gufstason spoke on behalf of the Boilermakers Union 1, the oldest industrial union in the country, based out of Chicago. They work in northeast Illinois and are a very specialized union. The union is asking the Grand Prairie Water Commission, which Romeoville is a member, to be aware there are union contractors and local companies in the area who very specialized water tower work. He is urging Romeoville to do a PLA for the project as other communities have. He thanked the board for their time.

Carolyn Lutgen - a Romeoville resident addressed the board about her plowing concerns that the area she lives. She is part of an HOA that pays to have the plowing done and so it is not done by the Village, she feels they are not effective. The Mayor asked Public Works Director, Chris Drey, to speak with the resident to discuss her plowing situation.

4. PRESENTATIONS

[PROJ25-073](#) **A Concept Plan for Clover Development Senior Independent Housing**
[0](#)

Community development director, Josh Potter, gave a presentation on the

Clover Development Senior Independent Housing Concept Plan. It is for a single three-story building with 122 market rate units.

Russell Caplin from Clover Development came forward to answer any questions.

Mayor Noak stated that development has changed over the years. Trends are now locating residential near retail. This development is also in close proximity to other age restricted communities.

Trustee Richards stated that the planning commission had some questions that were all addressed at their meeting, they think it is a good use for the area. This is a product that we currently don't have. Putting residential near retail works.

Trustee Chavez asked if this would be a gated community. Mr. Caplin said it is not but is an area that people would not likely drive through. The building itself is enclosed.

Trustee Griffin asked if they would have dedicated city streets or private. Mr. Caplin stated that they would be private.

The Mayor thanked Mr. Caplin for coming and moving the project forward.

[ORD25-2018](#) **An Ordinance Approving a Special Use Permit for a Planned Unit Development - Final Development Plan for 679 N. Weber Road (Hawaiian Bros Island Grill)**

Community Development Director, Josh Potter, gave an overview of the final development plan for 679 N Weber Road. The OM Group is redeveloping the old 7/11 gas station at the SE corner of Weber and Normantown Road. This will consist of an 8,600 SF 3 tenant retail building. Construction will start in the spring with an opening in late summer or early fall. Representatives from the OM Group came forward to answer questions. The Mayor thanked the group for coming and let them know that everyone is looking forward to the project. Trustee Richards stated that the Planning Commission was happy with the changes made from the concept plan.

[ORD25-2028](#) **An Ordinance Approving a Minor Change to the existing Special Use Permit for a Planned Unit Development - Final Development Plan (Ordinance No. 23-1889) for 17SHOALS Inc.**

Community Development Director, Josh Potter, discussed the minor change to ORD23-1889. There are no changes to the site plan, this is to provide clarification that the sale of trailers will be permitted at the site. W & B Service Company, who is purchasing the property is forecast to generate up to 66 million dollars in annual sales by year three. Gary Blackburn from W & B Services Company and Bill McKenna from Foley and Lardner came forward to answer questions. The Mayor thanked them for bringing the project to Romeoville. Mr. Blackburn was happy to find the building in Romeoville and thinks it will be a good fit for his company and is looking forward to being part of the community. Mr. McKenna stated that this is their first facility in the Midwest. The Mayor thanked them for being here.

[ORD25-2020](#) **TAX LEVY ORDINANCE
FISCAL YEAR ENDING APRIL 30, 2026**

Finance Director, Christi Jacobson, explained that a real estate tax levy ordinance must be passed by the board and filed with the county clerk before December 30, 2025. The Mayor reminded everyone that the Village is not on a calendar year budget, we are on a May budget. However, the law requires us to establish things at the potential maximum, by law this is something that we must do. Staff will go into more detail about our budget in the coming months. Village Manager, Dawn Caldwell, added that this year we have already given \$200,000 in property tax rebates.

[ORD25-2021](#) **An Ordinance Establishing Maximum Tax Rates for The Village Of Romeoville and Authorizing The Village Manager and Finance Director To Make The Appropriate Adjustments And Abatements To The 2025 Tax Levy For The Village Of Romeoville, Will County, Illinois**

Finance Director, Christi Jacobson, explained that an ordinance establishing maximum tax rates for the Village of Romeoville and authorizing the Village Manager and Finance Director to make the appropriate adjustments and abatements to the 2025 tax levy for the Village must be passed.

[ORD25-2027](#) **An Ordinance Annexing Certain Territory (Ward Farmhouse Site-Village of Romeoville)**

Village Attorney, Rich Vogel, explained that the Village of Romeoville recently closed on the Ward Farmhouse site. A portion of this site is

already located in the Village. This ordinance will annex the balance of approximately 6.4 acres.

[RES25-4139](#) **A Resolution Authorizing the Waving of Bids for the Provision of Retail Coaching Services and Authorizing the Acceptance of a Proposal for the Provision of the Same by the Retail Coach**

Village Manager, Dawn Caldwell, explained that staff is asking the board to waive the bidding process and authorize a contract with Retail Coach. They will provide professional services and help with recruiting retail businesses for a 12-month period. Trustee Chavez stated that their website is impressive.

[RES25-4140](#) **A Resolution Approving an Intergovernmental Agreement with DuPage Township**

Village Manger, Dawn Caldwell is asking the board to approve an IGA with DuPage Township. The IGA provides for the Village to perform certain engineering services for DuPage Township on Bluff Road; the Village will be reimbursed by the Township.

5. TO DO A CONSENT AGENDA

A motion was made by Trustee Griffin, seconded by Trustee Chavez, to do a consent agenda. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

Approval of the Consent Agenda

A motion was made by Trustee Griffin, seconded by Trustee Richards, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

[MIN25-1013](#)

Approval of Minutes - Regular Meeting November 5, 2025

This Minutes Regular was Approved.

[25-3545](#)

Approval of Bills - Schedule A

This Approval Of Bills was Approved.

[25-3546](#)

Approval of Bills - Schedule B

This Approval Of Bills was Approved.

[25-3547](#)

Approval of Bills - Schedule C

This Approval Of Bills was Approved.

[25-3549](#)

Approval of Bills - Schedule D

This Approval Of Bills was Approved.

[25-3550](#)

Approval of Bills - Schedule E

This Approval Of Bills was Approved.

[25-3551](#)

Approval of Bills - Schedule F

This Approval Of Bills was Approved.

[ORD25-2022](#) **An Ordinance Abating the Tax Heretofore Levied for the Year 2025 to Pay Principal and Interest on \$5,105,000 General Obligation Refunding Bonds, 2016 Series A, of the Village of Romeoville, Will County, Illinois**

This Ordinance was Approved.

[ORD25-2023](#) **An Ordinance Abating the Tax Heretofore Levied for the Year 2025 to Pay Principal and Interest on \$78,250,000 General Obligation Bonds 2019 Series, of the Village of Romeoville, Will County, Illinois**

This Ordinance was Approved.

[ORD25-2024](#) **An Ordinance Abating the Tax Heretofore Levied for the Year 2025 to Pay Principal and Interest on \$20,250,000 General Obligation Bonds 2019 Series B, of the Village of Romeoville, Will County, Illinois**

This Ordinance was Approved.

[ORD25-2025](#) **An Ordinance Abating the Tax Heretofore Levied for the Year 2025 to Pay Principal and Interest on \$8,580,000 General Obligation Refunding Bonds 2021 Series B, of the Village of Romeoville, Will County, Illinois**

This Ordinance was Approved.

[ORD25-2026](#) **An Ordinance Approving the Meeting Dates for the Calendar Year 2026 for the Village of Romeoville Boards and Commissions**

This Ordinance was Approved.

[RES25-4135](#) **A Resolution Approving a Plat of Resubdivision to Consolidate Lots for O'Hare LLC & Viga Design Studio LLC at 368 S. O'Hare Drive**

This Resolution was Approved.

[RES25-4136](#) **A Resolution Establishing a Development Security for the Proposed Improvements associated with the Expansion of Valley View Dental at 441 N. Weber Road (PZC#25-28).**

This Resolution was Approved.

[RES25-4138](#) **A Resolution to Enter into an Intergovernmental Agreement with Will County for Weber Road Landscaping**

This Resolution was Approved.

[RES25-4141](#)

A Resolution to Include Cash Payments in Lieu of or Related to Health Insurance as IMRF Earnings

This Resolution was Approved.

6. MAYOR'S REPORT

Finance Director, Christi Jacobson explained compliance reports for the fire and police pension funds. The Mayor thanked finance director Jacobson for her presentation and noted that there are many required reports this time of year. As always staff are glad to help if there are any questions.

The Mayor congratulated the Plainfield East marching band and choir on their performances at Disney World on Thanksgiving Day. Thank you to everyone that came out for the tree lighting. The early date worked well, and we will continue with this. Thank you to all who participated and donated to Harvest Saturday. As a reminder, Winter Wonderland is this weekend on Friday and Saturday with many special events planned. Also, the Fire Department will hold their pancake breakfast on Sunday from 8:30 - 11:30 a.m. at station 3. Please watch our email or social media or cable access for upcoming events from the Village and our community partners. Thank you to public works on the great job of keeping our streets clear.

Mayor Noak invited Chris Braasch to come forward and give a report on Harvest Saturday. Chris Braasch stated that the event was a huge success, it was heartwarming to see all those who turned out to help and donate. She thanked the entire Village for all their support.

7. CLERK'S REPORT

Clerk Holloway stated that the Valley View Enrichment Foundation is working on the March dinner. The VVSD Board would like to thank the Mayor for attending the fall event and his contribution.

8. VILLAGE MANAGER'S REPORT

Village Manager, Dawn Caldwell, noted that the village made contributions to the pantries in the village and thanked the board for their support. In response to the public comments at the last meeting, manager Caldwell announced that Citgo will be hosting three public meetings at the Big Run Golf Club. The dates and times will be posted on our website, they do ask that people register to attend. Thank you to public works for keeping our streets clear.

9. NEW BUSINESS

TO DO A CONSENT AGENDA

A motion was made by Trustee Griffin, seconded by Trustee Richards, that this be to do a consent agenda. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

Approval of the Consent Agenda

A motion was made by Trustee Griffin, seconded by Trustee Richards, to approve the Consent Agenda. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

[25-3543](#) **A Motion to accept the Romeoville Firefighters' Pension Fund Municipal 2025 Compliance Report.**

This Motion was Approved.

[25-3544](#) **A Motion to Accept the Romeoville Police Pension Fund Municipal 2025 Compliance Report.**

The Motion was Approved

[ORD25-2018](#) **An Ordinance Approving a Special Use Permit for a Planned Unit Development - Final Development Plan for 679 N. Weber Road (Hawaiian Bros Island Grill)**

This Ordinance was Approved.

[ORD25-2020](#) **TAX LEVY ORDINANCE
FISCAL YEAR ENDING APRIL 30, 2026**

This Ordinance was Approved.

[ORD25-2021](#) **An Ordinance Establishing Maximum Tax Rates for The Village Of Romeoville and Authorizing The Village Manager and Finance Director To Make The Appropriate Adjustments And Abatements To The 2025 Tax Levy For The Village Of Romeoville, Will County, Illinois**

This Ordinance was Approved.

[ORD25-2027](#) **An Ordinance Annexing Certain Territory (Ward Farmhouse Site-Village of Romeoville)**

This Ordinance was Approved.

[ORD25-2028](#) **An Ordinance Approving a Minor Change to the existing Special Use Permit for a Planned Unit Development - Final Development**

Plan (Ordinance No. 23-1889) for 17SHOALS Inc.

This Ordinance was Approved.

[RES25-4139](#) **A Resolution Authorizing the Waving of Bids for the Provision of Retail Coaching Services and Authorizing the Acceptance of a Proposal for the Provision of the Same by the Retail Coach**

This Resolution was Approved.

[RES25-4140](#) **A Resolution Approving an Intergovernmental Agreement with DuPage Township**

This Resolution was Approved.

10. BOARD COMMENTS (including Commission, Committee, Liaison Reports)

Trustee Chavez - Thank you mayor for explaining the levy process. Please keep in mind that the odd even parking is in effect during a snowfall of 2 inches or more. Trustee Chavez stated that he is happy to see the improvements coming to the Weber/Normantown corner and the senior living development. Trustee Chavez thanked the mayor and village manager for using the Retail Coach to help with development in Romeoville.

Trustee Griffin - Welcomed our new developers and wished them much success. Thank you to our public works department for keeping our streets clear.

Trustee Clancy - The Dive in Movie, Frozen, will be on January 9th - tickets are on sale. Winter Wonderland is Friday and Saturday with many events planned. The parade will start at 4:00 p.m. and end at Village Hall around 5:00 p.m. Please drive through Village Hall and enjoy the lights, they look tremendous. Thank you to public works for the great job you do on our streets.

Trustee Richards - Winter Wonderland is this Friday and Saturday with the Holiday Market. There is no Planning & Zoning Meeting on December 9th. Please check on your neighbors during the winter season. Thank you to public works for all you do to keep our streets clear. Please keep your garbage cans out of the street to help our plow team. Merry Christmas and Happy Holidays.

Trustee Aguirre - Fire and Police Commission meeting on Tuesday, December 9th at 6:00 p.m. Conservation and Sustainability committee meeting on Wednesday, December 10th at 6:30 p.m. Thanks to public works for keeping the streets clean. Come out and enjoy the Winter

Wonderland festivities this weekend.

11. EXECUTIVE SESSION

A motion was made by Trustee Clancy, seconded by Trustee Richards, To enter into executive session at 7:08 p.m.. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

A motion was made by Trustee Richards, seconded by Trustee Griffin, That Executive Session be Closed at 7:15 p.m. The motion carried by the following vote:

Aye: 5 - Trustee Aguirre, Trustee Griffin, Trustee Clancy, Trustee Richards, and Trustee Chavez

Absent: 1 - Trustee Palmiter

Non-voting: 1 - Mayor Noak

12. ADJOURNMENT

A motion was made by Trustee Clancy, seconded by Trustee Richards, that the Meeting be Adjourned at 7:17 p.m. The motion carried unanimously.