

CITY OF BRAIDWOOD AGENDA
COMMITTEE OF THE WHOLE
CITY HALL COUNCIL CHAMBERS
141 W. MAIN ST.

Wednesday, November 12, 2025, at 6:30 pm

- I. **Call to Order**
- II. **Pledge of Allegiance**
- III. **Roll Call by City Clerk**

Elizabeth Dixon	Warren Wietting	Dale Walsh
James Mikel, Jr	Todd Lyons	

- IV. **APPROVAL OF MINUTES**
 - 1. Approve Minutes of the Tuesday, October 14, 2025, Committee of the Whole Meeting

- V. **DISCUSSION:**
 - 1. PUD Ordinance-Bryan/Steve
 - 2. Social Media Policy-Bryan
 - 3. Police and Public Works Snow update-Eric/Scott-Presentation
 - 4. Creation of Economic Development Committee-Steve
 - 5. Formalize Letter of Credit-Bryan/Steve
 - 6. Hiring Process-Steve
 - 7. An Inducement Resolution-Bryan
 - 8. Letter of Credit for Bauer-Bryan

- VI. **PUBLIC COMMENT:** State your full name and spell your last name. Section 2-34 of the Braidwood Code of Ordinances imposes a three (3) minute limit for each person during public comment.

- VII. **EXECUTIVE SESSION:**
 - 1. Motion to go into executive session to discuss (i) the appointment, employment, compensation, discipline, performance, or dismissal of specific employees (5 ILCS 120/2 (c) (1)) and (ii) pending, probable, or imminent litigation against, affecting, or on behalf of the City (5 ILCS 120/2 (c) (11))
 - 2. Motion to close executive session

- VIII. **ADJOURNMENT**

Minutes of the Committee of the Whole of the Braidwood City Council

Wednesday, November 12, 2025

Braidwood City Hall 141 W. Main St., Braidwood, IL 60408

Call to Order

The Committee of the Whole Meeting of the Braidwood City Council was called to order at 6:30 p.m. by Mayor Lyons in the Council Chambers of City Hall.

Pledge of Allegiance

Mayor Lyons requested that all rise for the Pledge of Allegiance.

Roll Call:

Upon roll call by the Clerk, the following members of the corporate authorities answered "Here" or "Present":

Elected Officials:

- Present: Commissioner Dixon, Commissioner Wietting, Commissioner Mikel (present at 6:43 pm), and Mayor Lyons
- Absent: Commissioner Walsh

Appointed Officials:

- Present: City Consulting Manager Gulden, Police Chief Allen, City Clerk Weaver, City Engineer Sean Kelly, and City Attorney Wellner
- Absent: None

Quorum: A quorum was established, and the meeting was declared in order.

Approval of Minutes:

Commissioner Dixon made a motion, seconded by Commissioner Wietting to approve the Committee of the Whole minutes from October 14, 2025. Motion carried with 3 ayes; 0 nays. (Dixon, Wietting, and Lyons)

DISCUSSION ITEMS

1. Planned Unit Development (PUD) Thresholds and Zoning Code Update

Staff and council discussed the benefits of implementing a PUD ordinance to address outdated zoning codes and provide flexibility to both developers and the City.

- PUDs offer the City greater authority over building facades, landscaping, driveway designs, buffers, and berm requirements.
- A PUD process adds transparency through required Planning & Zoning hearings and council approvals.
- Example given: a hotel development in another community that, under straight zoning, could build by right without restrictions such as headlight shielding or berms. Under a PUD, the City could impose reasonable conditions while negotiating variances in return.
- A PUD allows for “give and take” between the developer and the City to ensure the best project outcome.
- Any zoning text amendment would require Planning & Zoning review, notice to the public, a recommendation, and eventual consideration by the City Council.

No objections. The item will move forward to Planning & Zoning.

2. City Social Media Policy Update

City Attorney Wellner presented an updated social media policy for all City-managed platforms.

- Due to First Amendment considerations, the City must maintain a clear and legally defensible policy regarding comments made on City pages.
- Policy would allow removal of posts violating established standards (defamatory, obscene, irrelevant to City business, etc.).
- A retention requirement for removed content will be included.
- The intent is proactive preparation—not active censorship—and to maintain civility and relevance on City pages.

The ordinance will be placed on the next agenda for approval.

3. Police & Public Works Snow Operations Update

Police Chief Allen and Street Foreman Scott Howard provided a winter operations briefing.

Snow Parking Ordinance Enforcement

- Current ordinance prohibits parking on streets after **2 inches of snowfall** until the street is cleared.
- Public Works reported significant challenges clearing narrower streets when vehicles remain parked.

- Police will prioritize **early compliance** through door knocks and direct contact before ticketing.
- Non-compliant vehicles may receive citations when contact cannot be made.

Proposed Ordinance Amendment

Chief Allen recommended revising the ordinance language to:

- Reference official snowfall totals from the **National Weather Service** or similar reporting source.
- Eliminate subjective on-site measurements and ensure consistent enforcement.

Operational Notes

- Public Works operates 5 salt trucks and at least 7 plows.
- Police will directly contact Public Works rather than dispatch to avoid delays.
- Sidewalk parking ordinance will not be enforced during snow emergencies when residents must clear driveways to remove vehicles from streets.
- Safety of staff, equipment, and private property remains a priority.

The council supported the proposed ordinance update. Formal language will be presented at the next meeting.

4. Creation of an Economic Development Committee

Administration proposed establishing an Economic Development Committee made up of local business leaders.

Purpose:

- Assist with business attraction and retention.
- Provide marketing, branding, and strategic planning insights.
- Support promotion of local businesses and connect the City with potential investors.
- Use the newly created “Endless Opportunities” branding.

This committee would be advisory, with appointments made by the Mayor. Council expressed support.

5. Letter of Credit Ordinance and Policy

Staff reviewed the existing letter of credit process and recommended updates to ensure proper protection of public improvements.

- Letters of credit act as financial assurance that required improvements—such as water, sewer, and road construction—are completed to City standards.
- Example given: the Mastodon project secured a letter of credit over \$1 million for public infrastructure.
- A letter of credit protects the City if a developer fails, abandons work, or performs substandard construction.
- Staff noted recent issues with a developer who installed a berm and opened operations without water/sewer connections. If a letter of credit had been in place, the City could have drawn funds to complete the improvements.

Council supported pursuing updates to strengthen the ordinance.

6. Recommended Hiring Process Policy

Administrator Steve and the City Attorney outlined a formalized hiring process.

Key components:

- Standardized job posting procedures using professional platforms.
- Clear application, interview, and committee review stages.
- Mandatory **background checks, drug testing, and physical exams** for all new hires.
- Compliance with state and federal equal employment laws.
- Consistent onboarding across all departments.

Council agreed the process is beneficial and aligns with best practices.

7. Inducement Resolution – Data Center TIF

Attorney Wellner presented an inducement resolution related to the potential Data Center TIF District.

- The resolution does **not** approve the data center project.
- It allows the City to be reimbursed through TIF funds for eligible expenses incurred **after adoption** of the resolution.
- Determining TIF eligibility requires costly analysis; the resolution ensures future reimbursement should the TIF be created.

The resolution will appear on the next council agenda for action.

8. Bauer Dealership Letter of Credit

Council reviewed a letter of credit for the Bauer Chevy/GMC dealership.

- This is separate from the previously approved D’Orazio Ford dealership letter of credit.
- The letter of credit will ensure all required public improvements are completed properly.

Council indicated support.

Public Comment

- None
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Adjournment

Commissioner Wietting made a motion, seconded by Commissioner Mikel to adjourn the Committee of the Whole meeting on November 12, 2025. Motion carried with 4 ayes; 0 nays. (Wietting, Mikel, Dixon, and Lyons)

The next Committee of the Whole meeting will be held on Tuesday, December 9, 2025.

Approved this 9th day of December, 2025.



Mayor



City Clerk

