



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES  
December 17, 2019**

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President Wallace called the Committee of the Whole meeting to order at 7:14 p.m.

**PRESENT:** Chairmen Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke and President Wallace

**ABSENT:** None

**ALSO PRESENT:** Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Senior Management Analyst Samuel Hughes, Management Analyst Joey Dienberg, Finance Director Todd Dowden, Planning and Development Services Director Roberta Grill, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Building Director Brian Goralski, Golf Pro Phil Lenz, Police Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Jim Durbin, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

**BUILDING & ZONING, CHAIRMAN HOPKINS**

**Zoning Ordinance Text Amendment (Fence Height in Corner Side Yards)**

Planning and Development Services Director Roberta Grill stated that this is the text amendment staff was asked to draft concerning increasing the height of fences along major thoroughfares and other designated roadways. On December 5<sup>th</sup>, this amendment went to the Zoning Board of Appeals (ZBA) and they recommended approval. They felt that it was something they had been doing for quite some time and they liked the idea of the setback requirements of 6" along major thoroughfares.

President Wallace asked if anyone spoke up at the public hearing.

Ms. Grill responded, no.

**FINANCE & GOLF, CHAIRMAN DEYNE**

**2019-2020 Six Month Budget Review**

Finance Director Todd Dowden stated that he would be going over the General Fund, Water and Sewer, Golf and Parking Funds. The first to be reviewed is the General Fund revenues. Staff budgeted \$23,354,000 and we are projecting in the year end to be at \$23,835,000, so about \$480,000 over budget. About half of that is due to income taxes and we are expecting to be about 5% over budget on income taxes, or \$230,000. Another line item that is doing well is the home rule sales tax. This is our first full year with the tax, so staff budgeted a little conservatively, not having any history to go by, so it looks like we will be 10% over budget or \$160,000. Our transfer tax is going to be about \$80,000 over budget as well. Two large commercial buildings sold twice, which has contributed



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\$200,000 towards the transfer stamp revenue. Staff usually budgets really conservatively on transfer stamps because a couple of big sales can make it go one way or the other.

As far as revenue that is not doing well, telecommunication tax has been going down, but it went down more than expected and is looking like it will be \$125,000 under budget this year and our cable franchising fee is down about 4% or \$30,000.

On the expense side, staff budgets \$23,798,000. We are projecting that we are going to end up around \$23,545,000, about \$250,000 under budget. The Police Department is looking like they are going to be about 1% under budget or \$162,000 under. Under professional services, that is where we budgeted the West Bartlett Road overpass study and with what is happening with the railroad right now, that is on hold and the budget for that study was \$100,000.

Chairman Camerer asked if the money was still there.

Mr. Dowden stated that it was still there for the study.

Mr. Dowden stated that the building department is over budget and that is due to planning and review fees. There are some big projects that are causing that to be over budget. The Finance Department had extra financial expenses in regard to the audit and furniture costs with the departmental move. Overall, staff is expecting to be \$290,000 positive from where we budgeted.

The second operating fund is the Water Fund. Overall, revenues look like they are going to be about \$250,000 lower than expected. Water consumption is down slightly. As far as the expense side, we are \$590,000 under budget. When staff did the budget, we expected the DuPage Water Commission to have a rate increase. That increase did not materialize so the water rates we are paying are about 5% lower than expected. Staff also budgeted to pay back the loan to the DuPage Water Commission in May. We actually didn't start making those payments until June, so this year will have more cash. As far as operating revenue over expenditures, it is showing just about \$2 million dollars. We budgeted \$2,400,000 in capital outlay, so that is where the surplus is going. On the sewer side, the revenue is a little more fixed, so we are looking at being about \$15,000 under. Operating expenses are going to be under a couple of hundred thousand dollars, mainly due to the bond issue being later than expected so the debt service for this first year is not going to be as much as expected. We budgeted \$300,000 and it looks like it's going to be about \$100,000 in debt service for the sewer bonds. \$2,379,000 is the amount of revenue over expenses. Staff budgeted \$1,800,000 for capital expenditures and the rest will go for future debt service. The parking fund is pretty level. Staff is projecting revenue at \$232,000 and \$218,000 for expenses.



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The Golf fund revenue is projected to be about \$175,000 under what was budgeted, about \$30,000 behind where we were last year at this time. The Restaurant is \$15,000 under budget and we are cutting back on some of the restaurant activities the second half of the year, allowing for more banquet activities. We are projecting Banquet revenue to be \$20,000 over. The Midway follows golf course activity and it looks like it is going to be short by about \$20,000 this year. On the expenditure side, it looks like we are going to come out pretty close to budget, about \$8,000 under overall. We have had some unexpected expenditures for maintenance equipment items so far, about \$24,000 for the clubhouse which is contributing to that. We are projecting to be about \$148,000 short this year, we were budgeting to be \$36,000 in the positive, but with the golf rounds not being where we expected them, it looks like we could end up short.

Chairman Deyne stated that if there are no questions, they will move it along.

President Wallace wished everyone a Merry Christmas and Happy New Year.

President Wallace moved to adjourn the Committee of the Whole Meeting. That motion was moved by Chairman Deyne and seconded by Chairman Carbonaro.

**ROLL CALL VOTE TO ADJOURN THE MEETING**

**AYES:** Trustee Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke,

**NAYS:** None

**ABSENT:** None

**MOTION CARRIED**

The meeting adjourned at 7:26 p.m.

Sam Hughes  
Deputy Village Clerk