

**VILLAGE OF BARTLETT**

**COMMITTEE AGENDA**

**OCTOBER 6, 2020**

**BUILDING & ZONING, CHAIRMAN REINKE**

RANA Cold Storage-Site Plan Amendment/Variation

**FINANCE & GOLF, CHAIRMAN DEYNE**

Proposed 2020 Property Tax Levy



# Agenda Item Executive Summary

Item Name: Rana Cold Storage - Site Plan Amendment/Variation      Committee or Board:      Committee:

## BUDGET IMPACT

Amount: N/A      Budgeted: N/A  
List what fund: N/A

## EXECUTIVE SUMMARY

The Petitioner, Rana Meal Solutions, is requesting a **Site Plan Amendment** to add 4-8 loading docks on the south side of the building and an additional curb cut on Brewster Creek Boulevard which would provide access to the proposed loading docks. The Petitioner expanded their cold storage operations into the eastern 161,000 sq. ft. of 1320-1340 Brewster Creek Blvd.

The Petitioner is also requesting a **Variation** to allow the proposed loading docks in the corner side yard (along Brewster Creek Blvd).

## ATTACHMENTS (PLEASE LIST)

PDS Memo, Applicant Cover Letter, Application, Location Map, Site Plan, Paving Plan, Elevations and Landscape Plan

## ACTION REQUESTED

- For Discussion only- To discuss the Petitioner's requests and forward to the Zoning Board of Appeals to conduct the required public hearing and the Plan Commission for further review.
- Resolution
- Ordinance
- Motion

Staff: Roberta Grill, Planning & Development Services      Date: 9/22/2020  
Director

**PLANNING AND DEVELOPMENT SERVICES MEMORANDUM**  
**20-104**

DATE: September 22, 2020  
TO: Paula Schumacher, Village Administrator  
FROM: Roberta B. Grill, Planning & Dev Services Director *RBG*  
RE: **(#20-02) Rana Cold Storage**

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**PETITIONER**

Rana Meal Solutions

**SUBJECT SITE**

1320 -1340 Brewster Creek Blvd – Lot 8 in Brewster Creek Business Park Unit 2

**REQUEST**

Site Plan Amendment  
Variation – to allow loading docks in the corner side yard

**SURROUNDING LAND USES**

	<b><u>Land Use</u></b>	<b><u>Comprehensive Plan</u></b>	<b><u>Zoning</u></b>
<b>Subject Site</b>	<b>Industrial</b>	<b>Mixed Use Business Park</b>	<b>I-2 EDA</b>
North	Industrial	Mixed Use Business Park	I-2 EDA
South	Industrial	Mixed Use Business Park	I-2 EDA
East	Industrial	Mixed Use Business Park	I-2 EDA
West	Industrial	Mixed Use Business Park	I-2 EDA

**DISCUSSION**

1. This site was approved on December 19, 2006 by Ordinance #2006-139 granting approval of a 300,600 square foot spec building. The building was originally designed for a single tenant (Dania Furnishings) with an office area, retail outlet store and warehouse space which included a total of 64 exterior loading docks on the north and east sides of the building. The building was completed in 2008.
2. In 2017, Axis Warehouse moved into the western 139,600 square feet of the building. In 2020, Rana Meal Solutions expanded their cold storage operations

(approximately 1320 coolers) into the eastern 161,000 sq. ft. of the building.

3. The petitioner is requesting a **Site Plan Amendment** to add four (4) – eight (8) loading docks on the south side of the building and an additional curb cut on Brewster Creek Boulevard which would provide access to the proposed loading docks.
4. The Petitioner is also requesting a **Variation** to allow loading docks in the corner side yard (along Brewster Creek Blvd.).
5. Trucks utilizing the new loading docks would enter the site via the new curb cut and exit the loading area via the existing curb cut.
6. Ordinance #2006-139 also granted a variation to reduce the required parking by 229 spaces. There are currently 110 parking spaces on this site with 6 accessible spaces; the requirement at the time of the original site plan (based on Dania's floor plan) was 339 parking spaces. The proposed changes to the building do not change the amount of parking required.
7. A minimal amount of existing landscaping will be removed from this area and new landscaping will be planted in the interior parkway to screen the proposed loading docks. Staff has approved the Landscape Plan.
8. The loading dock addition will be painted to match the existing building.
9. Engineering plans are currently being reviewed by the Staff.

### **RECOMMENDATION**

The Staff recommends forwarding this petition to the Zoning Board of Appeals to conduct the required public hearing and the Plan Commission for their review of the Site Plan Amendment.

Background information is attached for your review.

kms/attachments

x:\comdev\mem2020\144\_rana cold storage\_vbc.docx



7/22/20

To: President and Board of Trustees

Hello and thank you for your time in assisting the Rana family in our growth of our product in America.

With our sales and product growing as quickly as it is, we had to expand into a new building next to our plant 1320 Brewster Creek.

We chose this building because of its position in relation to our other building, but the only issue is that it does not have any cross docks.

We are requesting that you can help us with this request.

We have provided all necessary drawings to explain what it is we are planning on construction.

We hope you will approve this for the Rana family.

Thanks again and I look forward to hearing back from you soon.

Have a nice day

Salvatore Trupiano /Construction Manager



# VILLAGE OF BARTLETT DEVELOPMENT APPLICATION

For Office Use Only  
Case # 2020-02  
**RECEIVED**  
PLANNING & DEVELOPMENT  
**JAN 31 2020**  
VILLAGE OF  
BARTLETT

**PROJECT NAME** Rana Cold Storage

**PETITIONER INFORMATION (PRIMARY CONTACT)**

**Name:** Rana Meal Solutions

**Street Address:** 1320 Brewster Creek Pkwy

**City, State:** Bartlett IL

**Zip Code:** 60103

**Email Address:** strupiano@rana.us

**Phone Number:** 630-277-0415

**Preferred Method to be contacted:** See Dropdown

**PROPERTY OWNER INFORMATION**

**Name:** 1340 Brewster Creek LLC

**Street Address:** 1307 Schiferl Rd

**City, State:** Bartlett

**Zip Code:** 60103

**Phone Number:** 630-580-0371

**OWNER'S SIGNATURE:** [Signature]

**Date:** 1/29/2020

**(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)**

**ACTION REQUESTED** (Please check all that apply)

- Annexation
  - PUD (preliminary)
  - PUD (final)
  - Subdivision (preliminary)
  - Subdivision (final)
  - Site Plan (please describe use: commercial, industrial, square footage): \_\_\_\_\_
  - Unified Business Center Sign Plan
  - Other (please describe) \_\_\_\_\_
- Text Amendment
  - Rezoning See Dropdown to See Dropdown
  - Special Use for: \_\_\_\_\_
  - Variation: OF SITE PLAN

**SIGN PLAN REQUIRED?** See Dropdown

(Note: A Unified Business Center Sign Plan is required for four or more individual offices or businesses sharing a common building entrance or private parking lot.)

**PROPERTY INFORMATION**

**Common Address/General Location of Property:** 1340/1320 Brewster Creek PKWY

**Property Index Number ("Tax PIN"/"Parcel ID"):** \_\_\_\_\_

**Zoning:** Existing: See Dropdown  
(Refer to Official Zoning Map)

**Land Use:** Existing: See Dropdown

Proposed: See Dropdown

Proposed: See Dropdown

**Comprehensive Plan Designation for this Property:** See Dropdown  
(Refer to Future Land Use Map)

**Acreage:** \_\_\_\_\_

**For PUD's and Subdivisions:**

No. of Lots/Units: \_\_\_\_\_

Minimum Lot: Area \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_

Average Lot: Area \_\_\_\_\_ Width \_\_\_\_\_ Depth \_\_\_\_\_

**APPLICANT'S EXPERTS** (If applicable, including name, address, phone and email)

**Attorney** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Engineer** PARTNERS IN DESIGN  
2610 LAKE COOK RD  
RIVERWOODS, IL 60015

**Other** \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

## FINDINGS OF FACT FOR SITE PLANS

Both the Plan Commission and Village Board must decide if the requested Site Plan meets the standards established by the Village of Bartlett Zoning Ordinance.

The Plan Commission shall make findings based upon evidence presented on the following standards: **(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the Plan Commission and Village Board to review.)**

1. The proposed use is a permitted use in the district in which the property is located.

THE PROPOSED USE IS A WAREHOUSE AND STORAGE FACILITY WHICH IS A PERMITTED USE.

2. The proposed arrangement of buildings, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses.

- THE PROJECT IS A SMALL ANGLED DOCK ADDITION WITH A NEW ACCESS DRIVE FOR FOUR NEW DOCKS. THE ADDITIONAL DOCKS, NEW LIGHTING AND MODIFICATION TO THE LANDSCAPING ARE COMPATIBLE WITH THE EXISTING DOCK USAGE OF THE BUILDING AND BUSINESS PARK. EXISTING OFF-STREET PARKING IS NOT BEING MODIFIED.

3. The vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well.

THE PROPOSED DOCKS ARE ACCESSED BY A NEW ACCESS DRIVE AND ALLOW FOR TRUCKS TO ENTER AND EXIT THE DRIVE WITHOUT BACKING INTO THE BOULEVARD PER OUR TRUCK TURNING EXHIBIT.



4. The site plan provides for the safe movement of pedestrians within the site.

NO ADDITIONAL PEDESTRIAN WALKWAYS ARE PROVIDED WITHIN THE SITE. THE NEW ACCESS DRIVE CROSSES THE EXISTING SIDEWALK WITH THE SAME CONFIGURATION AS OTHER EXISTING CURB CUTS.

5. There is sufficient mixture of grass, trees and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses and will provide a pleasing appearance to the public. Any part of the site plan area not used for buildings, structures, parking or accessways shall be landscaped with a mixture of grass, trees and shrubs. (All landscape improvements shall be in compliance with Chapter 10-11A, Landscape Requirements)

ANY NEW LANDSCAPING IS DESIGNED TO CONFORM TO ZONING REQUIREMENTS AND WILL MATCH OR BE IN HARMONY WITH THE EXISTING LANDSCAPING.

6. All outdoor storage areas are screened and are in accordance with standards specified by this Ordinance.

NO NEW OUTDOOR STORAGE AREAS ARE PROPOSED.

## FINDINGS OF FACT FOR VARIATIONS

Both the Zoning Board of Appeals and the Village Board must decide if the requested variation is in harmony with the general purpose and intent of the Zoning Ordinance and if there is a practical difficulty or hardship in carrying out the strict letter of the regulations of the Zoning Ordinance.

The Zoning Board of Appeals shall make findings based upon evidence presented on the following standards: **(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the ZBA and Village Board to review.)**

1. That the particular physical surroundings, shape or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations were carried out.

DUE TO USDA REGULATIONS RAW MATERIALS AND FINISHED GOODS CANNOT BE DELIVERED FROM THE SAME AREA. RAW MATERIALS ARRIVE AT THE BUILDING ON THE NORTH. THE PROPOSED DOCKS ON THE SOUTH IN THE FRONT YARD WOULD BE FOR SHIPPING FINISHED GOODS. SHIPPING OF FINISHED GOODS CANNOT BE LOCATED ON THE EAST DUE TO THE LOCATION OF THE FREEZER AND CONSTRAINTS OF THE BUILDING SIZE.

2. That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.

THE ORIENTATION OF THE BUILDING IS PARALLEL WITH BREWSTER CREEK BOULEVARD AND THE EXISTING DOCKS HAVE BEEN DESIGNED ON TWO ADJACENT SIDES OF THE BUILDING. TYPICAL LARGER WAREHOUSE FACILITIES ARE DESIGNED FOR DOCKS ON OPPOSITE SIDES OF THE BUILDING. THE EXISTING 1315 BREWSTER CREEK BOULEVARD BUILDING ACROSS FROM OUR PROPERTY HAS DOCKS THAT FACE THE BOULEVARD AS WELL AS 1350 MUNGER ROAD WITHIN THE BUSINESS PARK.

3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property.

THE DECISION TO PROVIDE DOCKS ON THE SOUTH SIDE OF THE BUILDING IN THE FRONT YARD IS BASED ON USDA OPERATIONAL CONCERNS.

4. That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.

THE EXISTING BUILDING AND PROPERTY IS A PRE-EXISTING CONDITION.

5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.

THE PROPOSED DOCKS ARE ACCESSED BY A NEW ACCESS DRIVE AND ALLOW FOR TRUCKS TO ENTER AND EXIT THE DRIVE WITHOUT BACKING INTO THE BOULEVARD PER OUR TRUCK TURNING EXHIBIT.

6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

THE PROPOSED DOCK LOCATION IS AT THE MIDDLE OF THE EXISTING BUILDING AWAY FROM ADJACENT PROPERTIES AND NEW LANDSCAPING IS PROVIDED BETWEEN THE NEW ACCESS DRIVE AND EXISTING BREWSTER CREEK BOULEVARD.

7. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures or buildings in the same district.

THE EXISTING 1315 BREWSTER CREEK BOULEVARD BUILDING ACROSS FROM OUR PROPERTY HAS DOCKS THAT FACE THE BOULEVARD AS WELL AS 1350 MUNGER ROAD WITHIN THE BUSINESS PARK.

**ACKNOWLEDGEMENT**

I understand that by signing this form, that the property in question may be visited by village staff and Board/Commission members throughout the petition process and that the petitioner listed above will be the primary contact for all correspondence issued by the village.

I certify that the information and exhibits submitted are true and correct to the best of my knowledge and that I am to file this application and act on behalf of the above signatures.

Any late, incomplete or non-conforming application submittal will not be processed until ALL materials and fees have been submitted.

SIGNATURE OF PETITIONER: Salvatore Tropicano

PRINT NAME: Salvatore Tropicano

DATE: 1-29-20

**REIMBURSEMENT OF CONSULTANT FEES AGREEMENT**

The undersigned hereby acknowledges his/her obligation to reimburse the Village of Bartlett for all necessary and reasonable expenses incurred by the Village for review and processing of the application. Further, the undersigned acknowledges that he/she understands that these expenses will be billed on an ongoing basis as they are incurred and will be due within thirty days. All reviews of the petition will be discontinued if the expenses have not been paid within that period. Such expenses may include, but are not limited to: attorney's fees, engineer fees, public advertising expenses, and recording fees. Please complete the information below and sign.

NAME OF PERSON TO BE BILLED: Ron DeRosa - G4 Construction Group, LLC

ADDRESS: 1307 Schiferl Rd.  
Bartlett, IL 60103

PHONE NUMBER: 630-580-0750

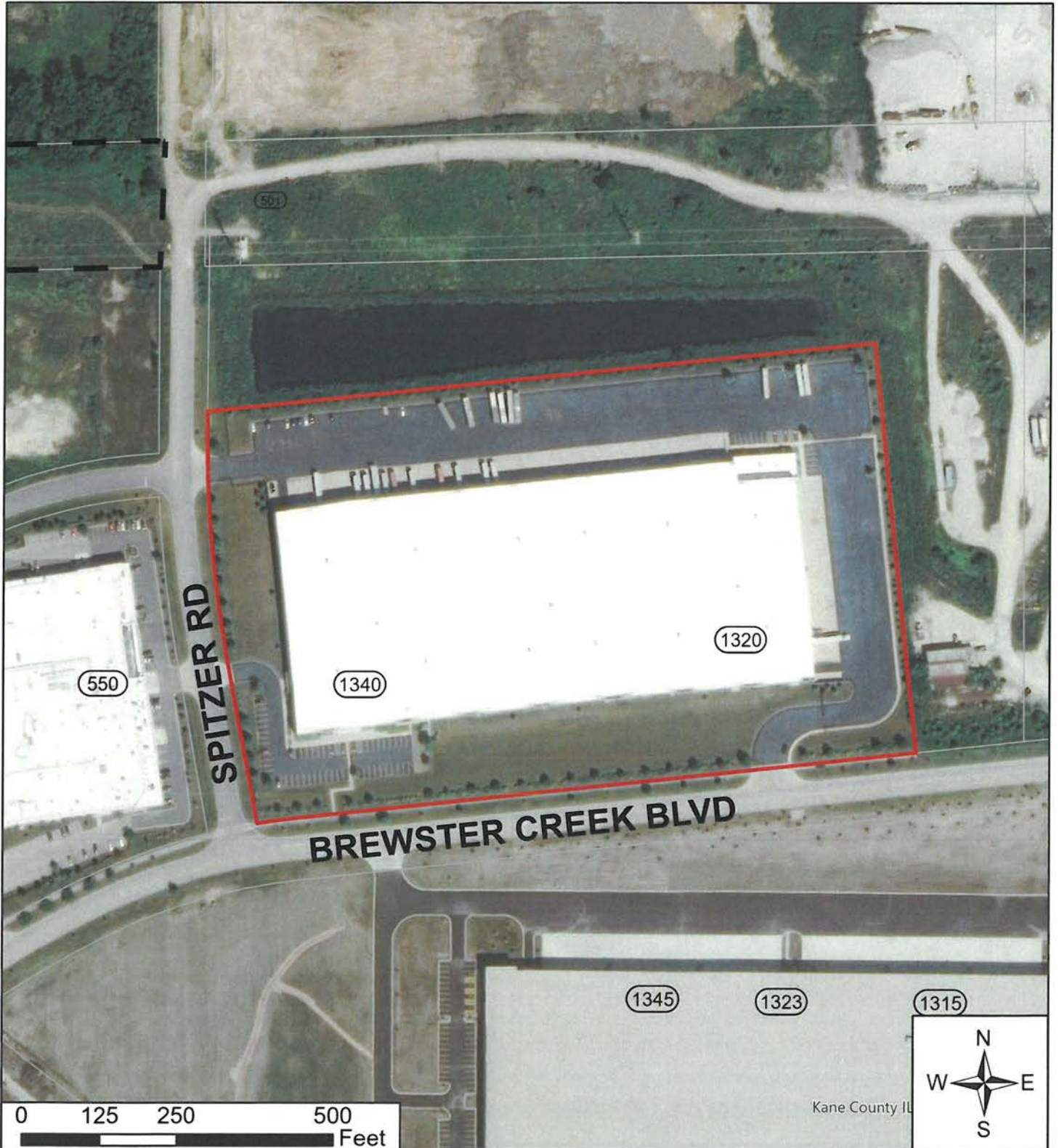
EMAIL: rderosa@grecoandsons.com

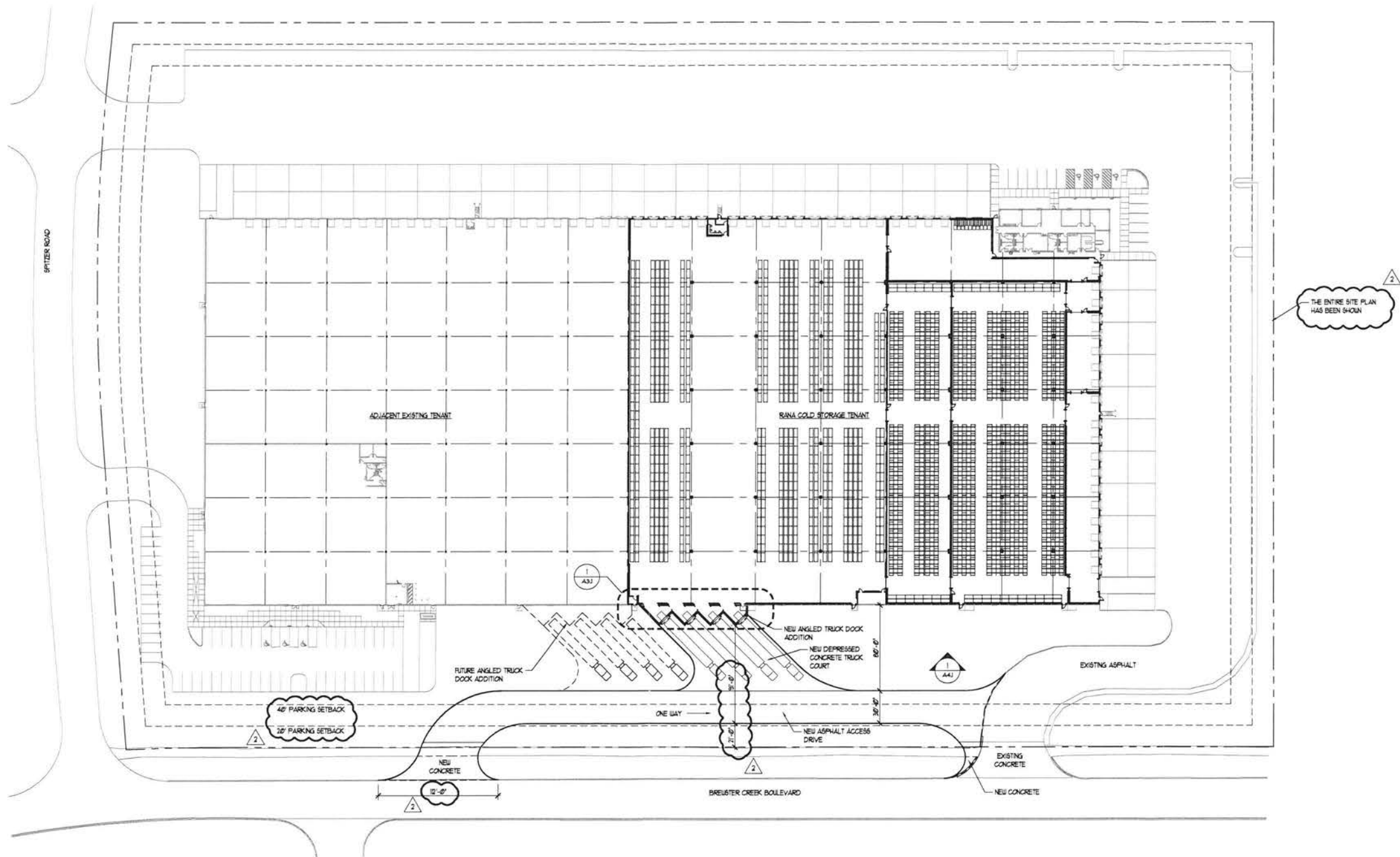
SIGNATURE: Ron DeRosa

DATE: 1/29/2020

# Location Map

2020-02 1320-1340 Brewster Creek Blvd.  
Site Plan Amendment  
Variation - Docks in the Corner Side Yard  
PIN: 01-05-201-006





**SITE PLAN**  
 1" = 50'-0"  
 TRUE NORTH  
 PROJECT NORTH

REVISION: 2/23/2019 VILLAGE CONTENTS

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**RANA COLD STORAGE DOCK ADDITION**  
 1320 Brewster Creek Parkway, Bartlett, IL  
**SITE PLAN**

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2610 Lake Cook Road Suite 200  
 Rosemont, IL 60015  
 Ph: (847) 940-0300  
 www.pdaarchitects.com

Partners in Design  
 ARCHITECTS

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PROJECT NO: 00119167  
 DRAWN BY: CTS CHECKED BY: UHB  
 DATE: 082120  
 SHEET NO:

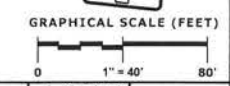
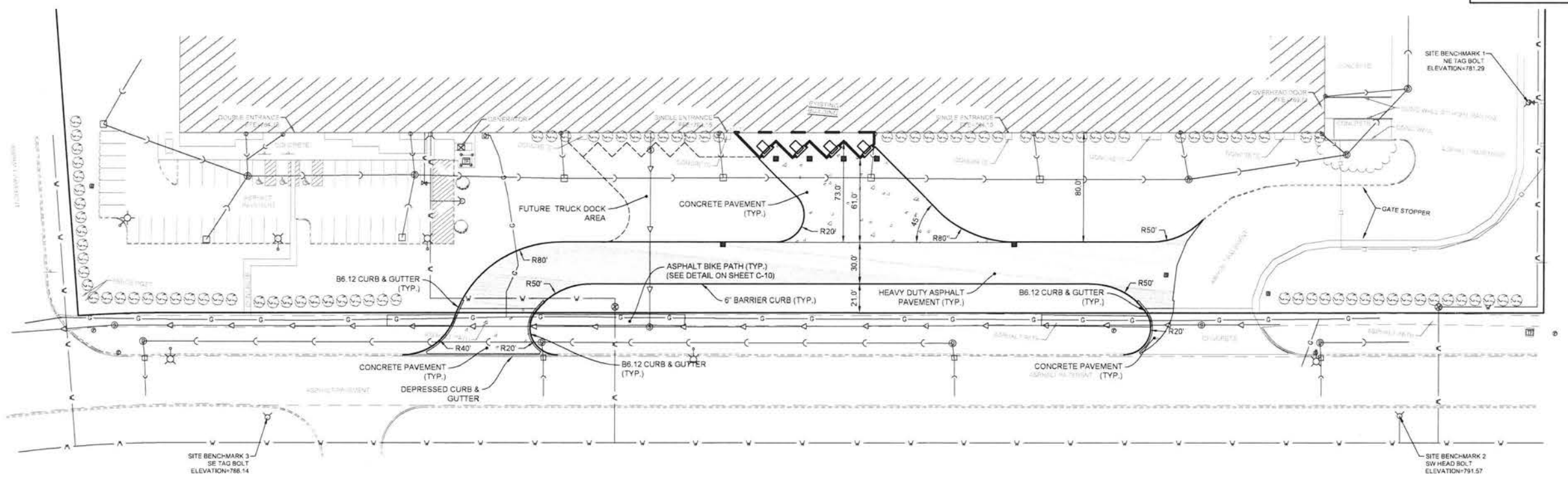
A1.1

DESIGNED: BDU  
 DRAWN: BDU  
 CHECKED: BDU  
 PROJECT: 1340 BREWSTER CREEK BOULEVARD - 2. Project 1340 BREWSTER CREEK BOULEVARD - 2. SITE DIMENSIONAL & PAVING PLAN - 4. THESE PLANS AND DESIGNS ARE COPYRIGHT PROTECTED AND MAY NOT BE USED IN WHOLE OR IN PART WITHOUT THE WRITTEN CONSENT OF PINNACLE ENGINEERING GROUP, LLC.

- ### SITE DIMENSIONAL AND PAVING NOTES
1. ALL PROPOSED CURB AND CUTTER SHALL BE B6.12 UNLESS OTHERWISE NOTED.
  2. ALL DIMENSIONS ARE FACE OF CURB TO FACE OF CURB OR BUILDING FACE UNLESS OTHERWISE NOTED.
  3. BUILDING DIMENSIONS, GRADING, PARKING, AND UTILITY LAYOUT HAVE BEEN PREPARED BASED UPON ARCHITECTURAL INFORMATION. SUBSEQUENT ARCHITECTURAL CHANGES MAY EXIST AND CONTRACTOR SHALL REFER TO ARCHITECTURAL PLANS FOR ADDITIONAL INFORMATION. IN CASE OF DISCREPANCIES BETWEEN ARCHITECTURAL PLANS AND CIVIL PLANS, NOTIFY BOTH ARCHITECT AND ENGINEER.
  4. LOCATION OF PRIVATE SIDEWALKS SHALL BE COORDINATED WITH PROPOSED DOORWAYS. CONTRACTOR TO VERIFY ACTUAL BUILDING PLAN LOCATIONS WITH ARCHITECT/DEVELOPER PRIOR TO CONSTRUCTING THE SIDEWALKS.
  5. REBAR / TIEBARS SHALL BE USED IN ALL LOCATIONS WHERE CONCRETE ABUTS OTHER CONCRETE FEATURES (i.e. SIDEWALK ADJACENT TO FOUNDATION WALL, PAVEMENT, AND SIDEWALK ADJACENT TO CURB & GUTTER). TIEBAR SIZE AND SPACING SHALL BE PER IDOT SPECIFICATIONS.
  6. CONTRACTOR SHALL CONSTRUCT ALL HANDICAP ACCESSIBLE ROUTES IN ACCORDANCE WITH LOCAL AND STATE ADA REQUIREMENTS.
  7. PAVEMENT SLOPES THROUGH HANDICAP ACCESSIBLE PARKING AREAS SHALL BE 2.00% MAXIMUM IN ANY DIRECTION.
  8. REFER TO CONSTRUCTION DETAILS AND GRADING ENLARGEMENTS FOR SIDEWALK RAMPS AND HANDICAP STRIPING.
  9. REFER TO PHOTOMETRICS PLAN (BY OTHERS) FOR LIGHT STANDARDS AND SPECIFICATIONS.
  10. COMPACTED SUBBASE MATERIAL SHALL BE PROOF ROLLED WITH A LOADED SIX (6) WHEEL DUMP TRUCK IN THE PRESENCE OF A VILLAGE INSPECTOR, AND APPROVED PRIOR TO PLACING ANY PAVING MATERIAL.

### LEGEND

	CONCRETE APRON & DOCK AREA (SN=4.78)
	8" PORTLAND CEMENT CONCRETE WITH 6"x6" - 1.4 x 1.4 W.W.F.
	6" COMP. CA-6 AGGREGATE BASE COURSE, TYPE B
	ASPHALT PAVEMENT (HEAVY DUTY) (SN=3.35)
	2" BIT. SURFACE COURSE, HMA, MIX D, N50, 9.5mm NOMINAL SIZE, PG64-22 (R.A.S. NOT PERMITTED)
	2" BIT. BINDER COURSE, HMA, 1L-19, N50, 19.0mm NOMINAL SIZE, PG64-22
	0.30 GAL/SY BITUMINOUS PRIME COAT (MC-30)
	8" COMP. CA-6 AGGREGATE BASE COURSE, TYPE B
	B-6.12 CURB & GUTTER
	DEPRESSED B-6.12 CURB & GUTTER
	6" BARRIER CURB



**PINNACLE ENGINEERING GROUP**  
 ENGINEERING | NATURAL RESOURCES | SURVEYING

PLAN | DESIGN | DELIVER  
 WWW.PINNACLE-ENR.COM

CHICAGO OFFICE:  
 1051 E. MAIN ST. | SUITE 217  
 EAST BUNDELL, IL 60118  
 (847) 551-5300

## TRUCK DOCK & ACCESS IMPROVEMENTS 1340 BREWSTER CREEK BOULEVARD BARTLETT, IL

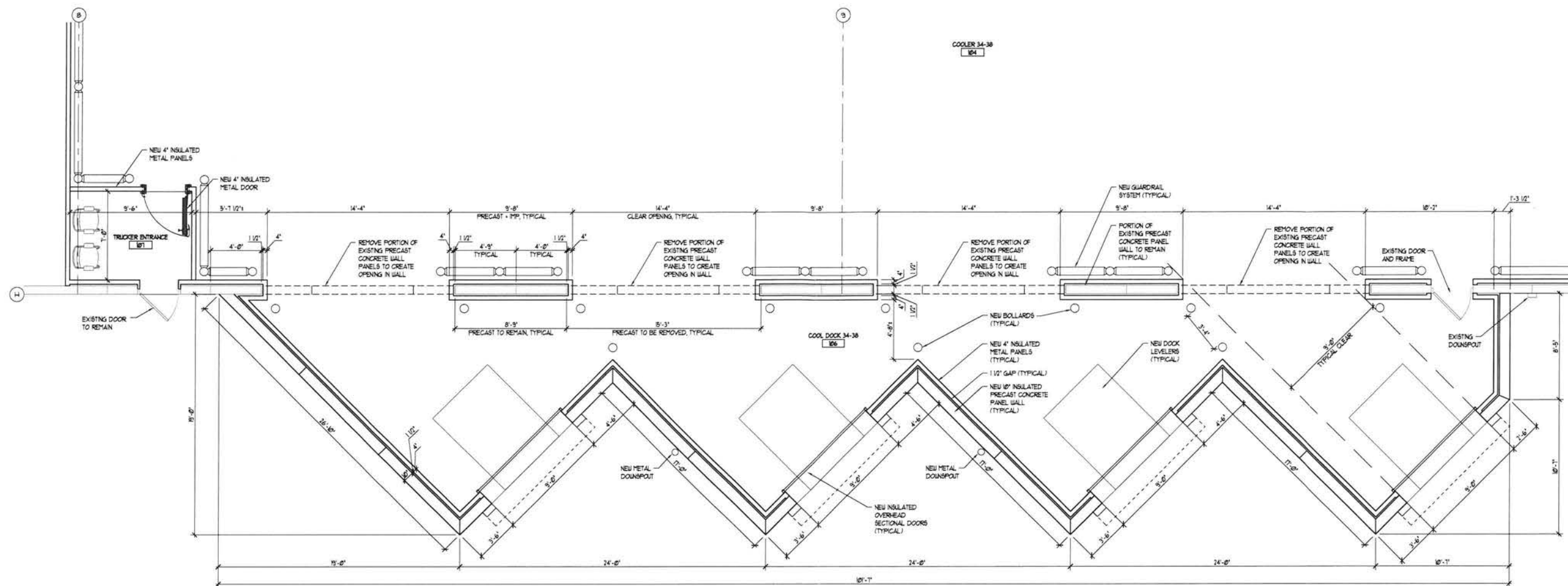
REVISIONS	
1	PER VILLAGE REVIEW 8/31/20

**SITE DIMENSIONAL & PAVING PLAN**

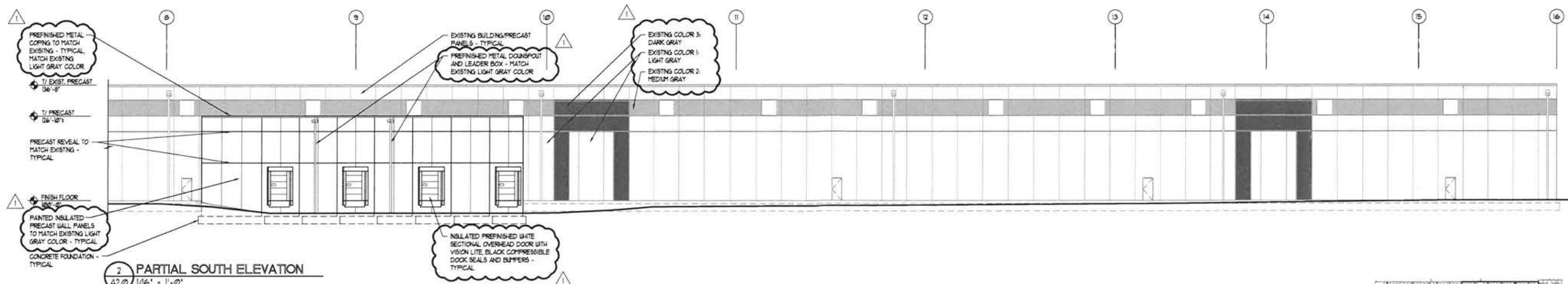
SHEET  
**C-4**  
 OF  
**C-10**

PEG JOB NO. 1822L00-IL  
 BDU  
 START DATE: 11/22/19  
 SCALE: 1"=40'  
 DATE: 8/31/20

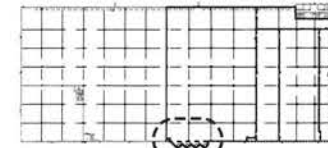
www.pinnacle-engr.com



1 PARTIAL FLOOR PLAN - B  
A2.0 1/4" = 1'-0"



2 PARTIAL SOUTH ELEVATION  
A2.0 1/16" = 1'-0"



KEY PLAN  
NOT TO SCALE

REVISIONS	REVIEW COMMENTS

RANA COLD STORAGE DOCK ADDITION  
1320 Brewster Creek Parkway, Bartlett, IL  
FLOOR PLAN & EXTERIOR ELEVATION

2610 Lake Cook Road  
Suite 300  
Brewster, IL 60015  
Ph: (847) 940-0300  
www.pdaarchitects.com

Partners in Design  
ARCHITECTS



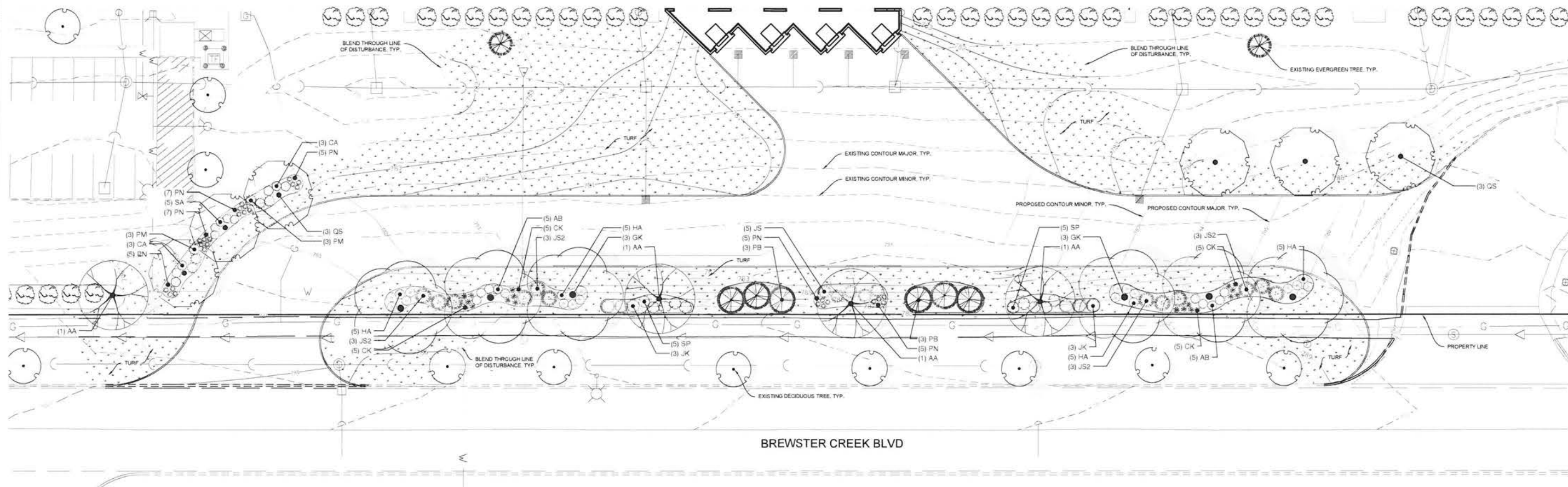
PROJECT NO:  
92019161  
DRAWN BY: CT&KJP  
CHECKED BY: UHB  
DATE: 12.19.19  
SHEET NO:

A2.0



PLANT SCHEDULE

TREES	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
AA	Acer freemanii 'Autumn Fantasy'	Autumn Fantasy Maple	2.5' Cal.	4	50' T x 40' W
GK	Gymnocladus dioica	Kentucky Coffee Tree	2.5' Cal.	6	60' T x 45' W
QS	Quercus x schueltii	Swamp Bur Oak	2.5' Cal.	6	70' T x 65' W
EVERGREEN TREES	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
PB	Picea glauca 'Densata'	Black Hills Spruce	6' Ht.	6	30' T x 15' W
SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
AB	Aronia arbutifolia 'Brilliantissima'	Brilliant Red Chokeberry	2' Ht.	10	7' T x 4' W
CA	Cornus stolonifera 'Arctic Fire'	Arctic Fire Dogwood	2' Ht.	6	4' T x 4' W
HA	Hydrangea arborescens 'Annabelle'	Annabelle Smooth Hydrangea	2' Ht.	20	4' T x 5' W
SA	Spiraea x bumalda 'Anthony Waterer'	Anthony Waterer Spiraea	2' Ht.	5	3' T x 4' W
SP	Syringa meyeri 'Palibin'	Dwarf Korean Lilac	2' Ht.	10	4' T x 5' W
EVERGREEN SHRUBS	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
JK	Juniperus chinensis 'Kallay's Compact'	Kallay Compact Pfitzer Juniper	2' Ht.	6	3' T x 7' W
JS2	Juniperus chinensis 'Sea Green'	Sea Green Juniper	2' Ht.	12	5' T x 7' W
JS	Juniperus x 'J.N. Select Blue'	Star Power Juniper	5' Ht.	5	16' T x 6' W
PM	Pinus mugo pumilio	Dwarf Mugo Pine	2' Ht.	6	4' T x 5' W
ORNAMENTAL GRASSES	BOTANICAL NAME	COMMON NAME	SIZE	QTY	REMARKS
CK	Calamagrostis x acutiflora 'Karl Foerster'	Feather Reed Grass	1 gal.	20	36" T X 30" W
PN	Panicum virgatum 'Northwind'	Switch Grass	1 gal.	34	48" T x 27" W
GROUND COVERS	BOTANICAL NAME	COMMON NAME	QTY	REMARKS	
		Turf Hydroseed			
		Drought Tolerant Fescue Blend	26,890 sf		



REVISIONS	
1 PER VILLAGE REVIEW	8/31/20



# Agenda Item Executive Summary

Item Name Proposed 2020 Property Tax Levy Committee or Board Committee

## Budget Impact

Amount:	\$11,599,291	Budgeted	\$11,599,291
List what fund	General, Police Pension, Debt Service		

## Executive Summary

The proposed property tax levy for 2020 totals \$11,599,291 and is \$119,477 or 1.04% more than the prior year extended amount. The General corporate levy is 1.77% less than the 2019 extension and is flat from last year's actual levy amount. This is the 9<sup>th</sup> consecutive year the village has either reduced or kept this levy flat from the 2011 levy. The Police Pension levy is increasing 17.4% due mainly to the decrease in the assumed rate of future investment returns and revised mortality tables from the prior year. The Debt Service levy is lower from the prior year and is \$71,153 or 2.24% less than the 2019 extended amount.

## Attachments (please list)

Finance Department Memo, levy presentation

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

Staff: Todd Dowden, Finance Director

Date: September 25, 2020

**Village of Bartlett  
Finance Department Memo  
2020 - 15**

**DATE:** September 25, 2020

**TO:** Paula Schumacher, Village Administrator

**FROM:** Todd Dowden, Finance Director

**SUBJECT:** 2020 Proposed Property Tax Levy

Below is a chart showing the proposed 2020 levy compared to the 2019 extension. The proposed property tax levy for 2020 totals \$11,599,291 and is \$119,477 or 1.04% more than the prior year extended amount. The General corporate levy is 1.77% less than the 2019 extension and is flat from last year's actual levy amount. This is the 9<sup>th</sup> consecutive year the village has either reduced or kept this levy flat from the 2011 levy. The proposed Police Pension levy is increasing 17.4% or \$306,539. The 2019 levy was reduced by \$200,000 of General Fund revenue surplus from the fiscal 2019 year. The prior year increase was due to the second year of lowing of the assumed rate of return by 0.125% to 7.00% and updates to the mortality tables that combined increased the annual pension contribution by \$189,000. The Debt Service levy is lower from the prior year extended amount by \$71,153 or 2.24%.

<b>Proposed Levy Compared to Prior Year's Extension</b>				
	<b>2020</b>			
	<b>Proposed</b>	<b>2019</b>	<b>Increase</b>	<b>Percent</b>
	<b>Levy</b>	<b>Extension</b>	<b>(Decrease)</b>	<b>Change</b>
General Corporate	6,433,094	6,549,003	(115,909)	-1.77%
Police Pension	2,067,903	1,761,364	306,539	17.40%
Subtotal	8,500,997	8,310,367	190,630	2.29%
Debt Service	3,098,294	3,169,447	(71,153)	-2.24%
<b>TOTAL</b>	<b>11,599,291</b>	<b>11,479,814</b>	<b>119,477</b>	<b>1.04%</b>

**Abatements**

There are two abatements being proposed for the amount of \$625,100. The 2017 bond issue requires an estimated payment in the amount of \$41,320 for the Fire District’s share of bonds attributable to the construction of the fire station. Also, the amount of \$29,880 is to be transferred from the Brewster Creek TIF Municipal fund to the Debt Service fund to pay for its portion of the bonds. The second abatement of \$553,900 is the Sewer Fund’s estimated portion of the 2019 bond issue related to the Devon Avenue excess flow project. Abatement ordinances will be presented with the final approval of the tax levy on December 1, 2020. The chart below itemizes the proposed debt service levy and abatement for 2020.

<b>Proposed Debt Service Levy and Abatements</b>			
<b>Bond Issue</b>	<b>2020 Levy</b>	<b>Proposed Abatement</b>	<b>Net Levy</b>
2012 GO Bonds	717,019	0	717,019
2016 GO Bonds	1,184,825	0	1,184,825
2017 GO Bonds	326,900	(71,200)	255,700
2019 GO Bonds	1,494,650	(553,900)	940,750
<b>TOTAL</b>	<b>3,723,394</b>	<b>(625,100)</b>	<b>3,098,294</b>

*2019 Sewer and 2009 Refunding* – This bond issue was sold in November 2019 to finance the Devon Avenue excess flow project and to refund the 2009 bonds issued that refunded the 2002 and 2005 bonds. The 2002 bonds were used to fund the ball fields, W. Bartlett/Naperville Road bike path, and W. Bartlett Road widening. The 2005 bonds were issued to finance the water meter change out program and most of the construction of the Village Hall. The issue will mature in 2039.

*2017 Fire Station Refunding* – This bond issue was sold in July 2017 to refund the 2007 bonds issued to finance the construction of a fire station on the west side. Abatements are based upon revenues from the Brewster Creek TIF Municipal Account and the Fire District’s share of the annual debt service. The issue will mature in 2026.

**2016 Police Station Bonds** – This bond issue was sold in November 2016. The 2016 bonds were used to fund the construction of the new Police Station. The final maturity on these bonds will be in 2036.

**2012 Road Resurfacing Bonds** – This bond issue was sold in 2012. The 2012 bonds were used to fund street improvements and the Village’s portion of flood mitigation along South Prospect Avenue. The final maturity on these bonds will be in 2030.

<b>Equalized Assessed Value (EAV) History</b>			
<b>Year</b>	<b>EAV</b>	<b>Change</b>	<b>% Change</b>
2010	1,273,382,727		
2011	1,188,318,865	(85,063,862)	-6.68%
2012	1,097,765,218	(90,553,647)	-7.62%
2013	959,330,352	(138,434,866)	-12.61%
2014	950,037,843	(9,292,509)	-0.97%
2015	957,991,785	7,953,942	0.84%
2016	1,051,280,552	93,288,767	9.74%
2017	1,079,697,040	28,416,488	2.70%
2018	1,098,395,911	18,698,871	1.73%
2019	1,166,637,184	68,241,273	6.21%
*2020	1,209,209,285	42,572,101	3.65%

\*Estimate

**Equalized Assessed Value (EAV)**

Above is a chart showing the actual EAV for the last 10 years along with the estimate for 2020. The overall EAV estimate for 2020 assumes that EAV will increase by 3.65%.

In DuPage County, the estimate for EAV is an increase of 4%. In 2019, EAV increased in DuPage County by 3.27%.

The estimate for Cook County assumes a 3% increase in EAV. This year will not be the tri-annual assessment. The last re-assessment in 2019 for the county resulted in a 11.88% increase.

### Estimated Tax Rates

Below is a chart showing an estimate of the 2020 Cook County rate. The rate is anticipated to increase in Cook County by just .03 cents.

<b>Estimated 2020 Property Tax Rate - Cook County</b>				
Burden	39.32%			
EAV	427,222,081			
	<b>Total Levy</b>	<b>Loss Allowance</b>	<b>County Burden</b>	<b>Tax Rate</b>
General Corporate	6,433,094	192,993	2,605,377	0.6098
Police Pension	2,067,903	62,037	837,492	0.1960
Subtotal	8,500,997	255,030	3,442,869	0.8059
Debt Service	3,098,294	154,915	1,279,162	0.2994
<b>TOTAL</b>	<b>11,599,291</b>	<b>409,945</b>	<b>4,722,031</b>	<b>1.1053</b>
			2019 Rate	1.1050
			Rate Increase	0.0003

The chart below shows the estimated 2020 tax rate for DuPage County. The DuPage County tax rate is anticipated to decrease by .82 cents.

<b>Estimated 2019 Property Tax Rate - DuPage County</b>				
Burden	60.28%			
EAV	776,275,117			
	<b>Total Levy</b>	<b>Loss Allowance</b>	<b>County Burden</b>	<b>Tax Rate</b>
General Corporate	6,433,094	64,331	3,916,648	0.5045
Police Pension	2,067,903	20,679	1,258,997	0.1622
Subtotal	8,500,997	85,010	5,175,645	0.6667
Debt Service	3,098,294	30,983	1,886,328	0.2430
<b>TOTAL</b>	<b>11,599,291</b>	<b>115,993</b>	<b>7,061,973</b>	<b>0.9097</b>
			2019 Rate	0.9179
			Rate Decrease	(0.0082)

The chart below shows the total EAV for the entire Village along with the total levy for all funds (General, Police Pension and Debt Service). The proposed dollar levy along with the estimate for the 2020 EAV will decrease the combined rate .51 cents.

<b>Estimated 2020 Property Tax Rate - Total</b>			
EAV	1,209,209,285		
		<b>Loss</b>	
	<b>Total Levy</b>	<b>Allowance</b>	<b>Tax Rate</b>
General Corporate	6,433,094	64,331	0.5373
Police Pension	2,067,903	20,679	0.1727
Subtotal	8,500,997	85,010	0.7101
Debt Service	3,098,294	30,983	0.2588
<b>TOTAL</b>	<b>11,599,291</b>	<b>115,993</b>	<b>0.9688</b>
		2019 Rate	0.9739
		Rate Decrease	(0.0051)

### Schedule

In order to comply with state statute regarding deadlines to file a tax levy with the County Clerk's office of each county, I am recommending the time table below. The schedule includes a public hearing on October 20, 2020. The Village is not required to hold a public hearing because our increase over the prior year's extension is less than 5%. However, the Village has traditionally held a public hearing to allow for public input and I recommend we continue to do so.

Advertise public hearing	10/07/20
Hold public hearing	10/20/20
Village Board reviews estimated levy	10/20/20
Adopt levy	12/01/20
File levy - on or before	12/29/20

# Village of Bartlett



# 2020 Property Tax Levy



# Village of Bartlett

## 2020 Property Tax Levy Background

- Village levies a Property Tax for 3 purposes:
  - ✓ To help fund General Fund operating expenditures
  - ✓ To pay for Principal and Interest on General Obligation Bonds
  - ✓ To pay for the Villages contribution to the Police Pension Fund
  
- Village is a multi-county municipality and levies a tax that is distributed to 3 counties.
  - ✓ Cook (39.32% of “burden”)
  - ✓ DuPage (60.28% of “burden”)
  - ✓ Kane (0.40% of “burden”)

# Village of Bartlett

## 2020 Property Tax Levy Background

- The current years budget process drives the tax levy. The following chart shows the timeline for this tax levy:

Date	Levy Cycle
April 2020	Village Board approves budget
May 1, 2020	Budget year begins
Fall 2020	Village Board conducts public hearing and approves tax levy
March 2021 through December 2021	Village receives Cook County taxes
June 2021 through November 2021	Village receives DuPage and Kane County taxes

- The tax levy **MUST** be filed with the County Clerks office by no later than the last Tuesday in December.

# 2020 Property Tax Levy



Proposed Levy Compared to Prior Year's Extension				
2020				
	Proposed Levy	2019 Extension	Increase (Decrease) Change	Percent Change
General Corporate	6,433,094	6,549,003	(115,909)	-1.77%
Police Pension	2,067,903	1,761,364	306,539	17.40%
Subtotal	8,500,997	8,310,367	190,630	2.29%
Debt Service	3,098,294	3,169,447	(71,153)	-2.24%
<b>TOTAL</b>	<b>11,599,291</b>	<b>11,479,814</b>	<b>119,477</b>	<b>1.04%</b>

## Village of Bartlett

# 2020 Property Tax Levy



Proposed Levy Compared to Prior Year's Levy				
2020				
	Proposed	2019	Increase	Percent
	Levy	Levy	(Decrease)	Change
General Corporate	6,433,094	6,433,094	0	0.00%
Police Pension	2,067,903	1,730,426	337,477	19.50%
Subtotal	8,500,997	8,163,520	337,477	4.13%
Debt Service	3,098,294	3,085,405	12,889	0.42%
<b>TOTAL</b>	<b>11,599,291</b>	<b>11,248,925</b>	<b>350,366</b>	<b>3.11%</b>

## Village of Bartlett

# 2020 Property Tax Levy



## Proposed Debt Service Levy and Abatements

2020

Proposed      Proposed

Bond Issue	Proposed Levy	Proposed Abatement	Net Levy
2012 GO Bonds	717,019	0	717,019
2016 GO Bonds	1,184,825	0	1,184,825
2017 GO Bonds	326,900	(71,200)	255,700
2019 GO Bonds	1,494,650	(553,900)	940,750
<b>TOTAL</b>	<b>3,723,394</b>	<b>(625,100)</b>	<b>3,098,294</b>

## Village of Bartlett



# 2020 Property Tax Levy

## Levy History

<b>Year</b>	<b>General</b>	<b>Police Pension</b>	<b>Debt Service</b>
2010	6,973,100	1,129,933	1,008,495
2011	7,058,094	1,235,728	1,003,677
2012	7,058,094	1,208,649	1,524,538
2013	6,558,094	1,152,526	1,680,000
2014	6,433,094	1,231,270	1,680,000
2015	6,433,094	1,152,049	1,680,334
2016	6,433,094	1,254,636	2,866,547
2017	6,433,094	1,377,155	3,122,938
2018	6,433,094	1,583,071	3,133,855
2019	6,433,094	1,730,426	3,085,405
2020	6,433,094	2,067,903	3,098,294

# Village of Bartlett

# 2020 Police Pension Tax Levy



<b>Levy History</b>		
<b>Year</b>	<b>Police Pension</b>	<b>Annual Return</b>
2010	1,129,933	2.80%
2011	1,235,728	4.60%
2012	1,208,649	9.20%
2013	1,152,526	8.90%
2014	1,231,270	7.70%
2015	1,152,049	7.25%
2016	1,254,636	4.18%
2017	1,377,155	7.75%
2018	1,583,071	6.06%
2019	1,730,426	8.87%
2020	2,067,903	4.36%

## Village of Bartlett



# 2020 Police Pension Tax Levy

- Annual Required Contribution \$2,067,903:
  - ✓ Total increase of \$137,477
  - ✓ \$80,556 due to tier two benefits change
  - ✓ Increased retirements
  - ✓ One disability pension
  - ✓ Lower return on investments





# 2020 Property Tax Levy

## Equalized Assessed Value (EAV) History

Year	EAV	Increase	% Change
2010	1,273,382,727		
2011	1,188,318,865	(85,063,862)	-6.68%
2012	1,097,765,218	(90,553,647)	-7.62%
2013	959,330,352	(138,434,866)	-12.61%
2014	950,037,843	(9,292,509)	-0.97%
2015	957,991,785	7,953,942	0.84%
2016	1,051,280,552	93,288,767	9.74%
2017	1,079,697,040	28,416,488	2.70%
2018	1,098,395,911	18,698,871	1.73%
2019	1,166,637,184	68,241,273	6.21%
*2020	1,209,209,285	42,572,101	3.65%

\*Estimate

## Village of Bartlett

# 2020 Property Tax Levy



Estimated 2020 Property Tax Rate - Cook County					
Burden	39.32%				
EAV	427,222,081				
	Total Levy	Loss Allowance	County Burden	Tax Rate	
General Corporate	6,433,094	192,993	2,605,377	0.6098	
Police Pension	2,067,903	62,037	837,492	0.1960	
Subtotal	8,500,997	255,030	3,442,869	0.8059	
Debt Service	3,098,294	154,915	1,279,162	0.2994	
<b>TOTAL</b>	<b>11,599,291</b>	<b>409,945</b>	<b>4,722,031</b>	<b>1.1053</b>	
			2019 Rate	1.1050	
			Rate Increase	0.0003	

Cook County

Rate Estimate

Village of Bartlett



# 2020 Property Tax Levy

## DuPage County

Estimated 2020 Property Tax Rate - DuPage County			
Burden	60.28%		
EAV	776,275,117		
	Total Levy	Loss Allowance	County Burden Tax Rate
General Corporate	6,433,094	64,331	3,916,648 0.5045
Police Pension	2,067,903	20,679	1,258,997 0.1622
Subtotal	8,500,997	85,010	5,175,645 0.6667
Debt Service	3,098,294	30,983	1,886,328 0.2430
<b>TOTAL</b>	<b>11,599,291</b>	<b>115,993</b>	<b>7,061,973 0.9097</b>
			2019 Rate 0.9179
			Rate Decrease (0.0082)

## Rate Estimate

# Village of Bartlett

# 2020 Property Tax Levy



Estimated 2020 Property Tax Rate - Total			
		Loss	
	Total Levy	Allowance	Tax Rate
EAV	1,209,209,285		
General Corporate	6,433,094	64,331	0.5373
Police Pension	2,067,903	20,679	0.1727
Subtotal	8,500,997	85,010	0.7101
Debt Service	3,098,294	30,983	0.2588
<b>TOTAL</b>	<b>11,599,291</b>	<b>115,993</b>	<b>0.9688</b>
		2019 Rate	0.9739
		Rate Decrease	(0.0051)

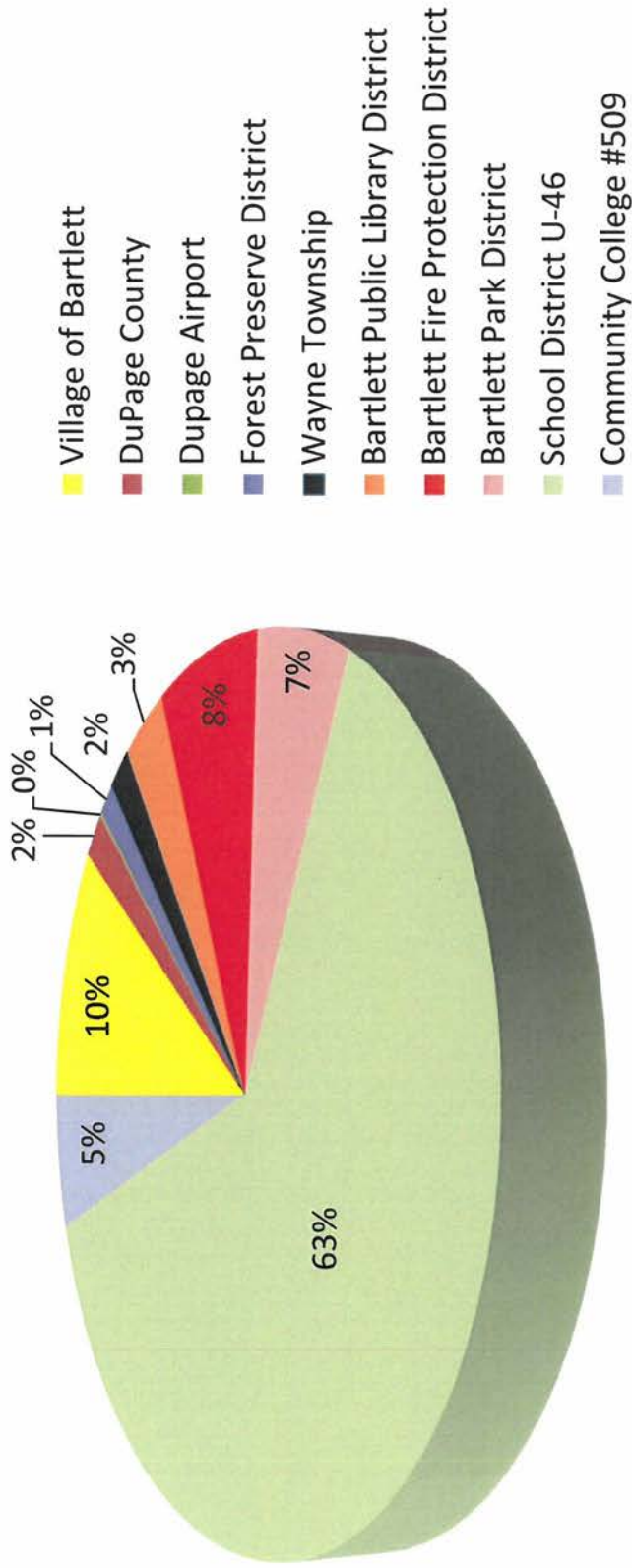
Rate Estimate

## Village of Bartlett

# 2020 Property Tax Levy



DuPage Tax Rates

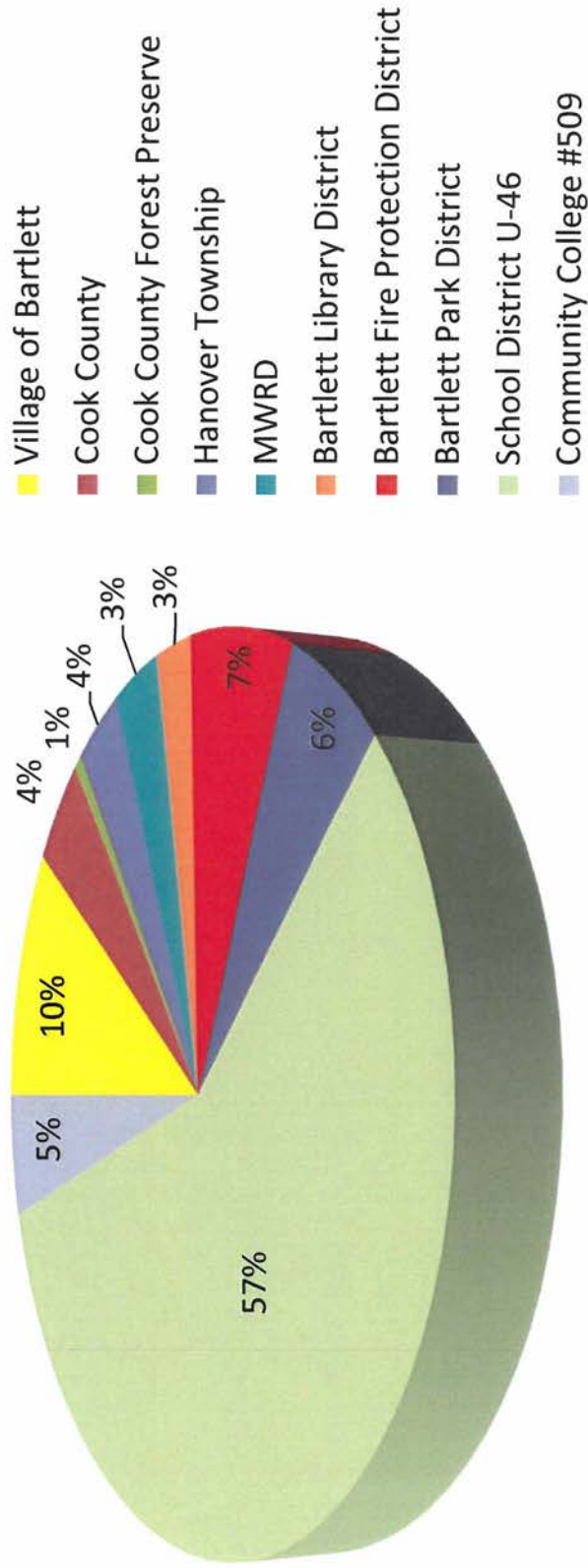


# Village of Bartlett

# 2020 Property Tax Levy

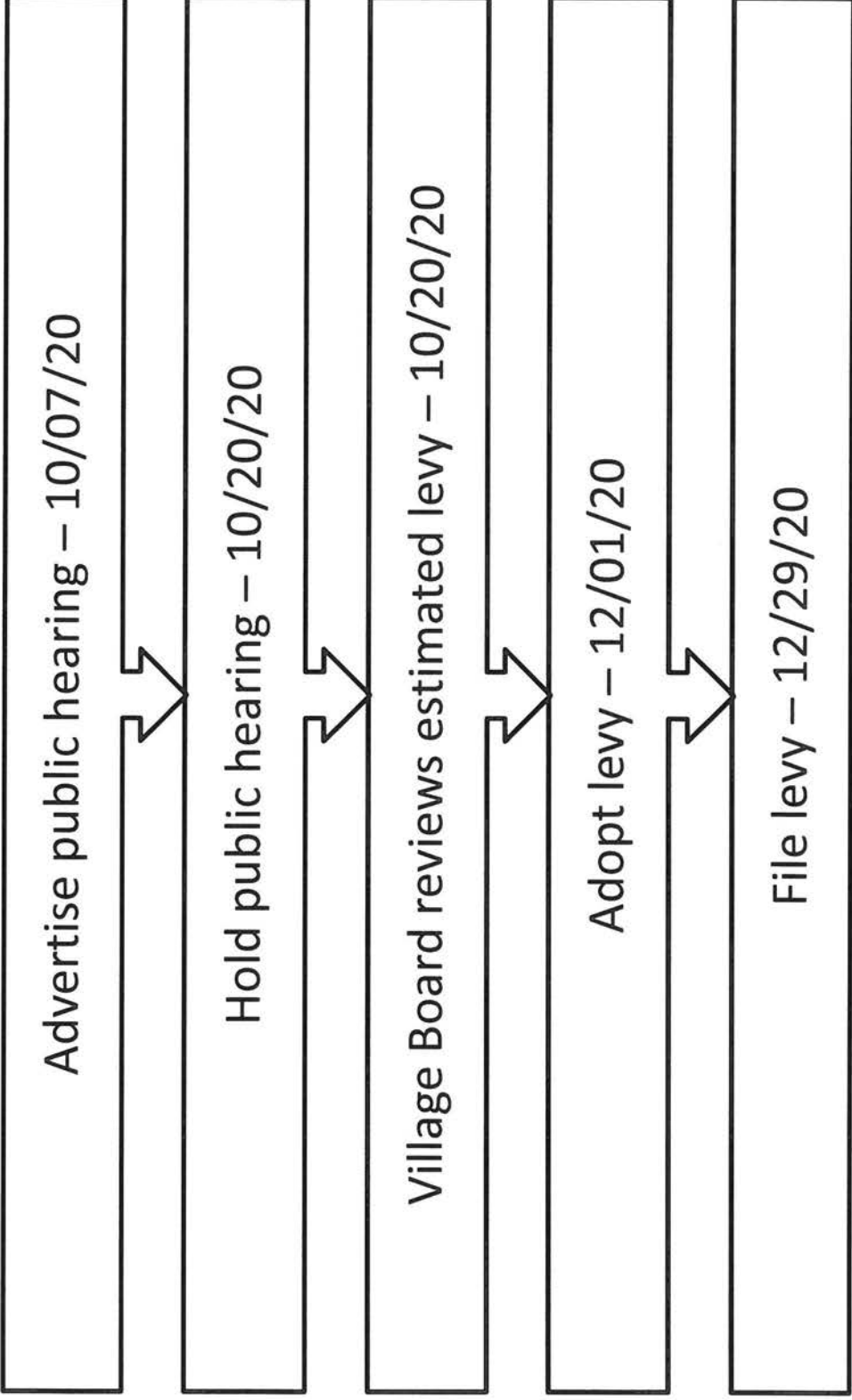


Cook Tax Rates



# Village of Bartlett

# 2020 Property Tax Levy



## Village of Bartlett