

VILLAGE OF BARTLETT

COMMITTEE AGENDA

FEBRUARY 16, 2021

BUILDING & ZONING, CHAIRMAN REINKE

1. Bartlett Fire Station Training Facility-Site Plan Amendment/Special Use Permit

FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

2. 2021-22 Proposed Budget Review Presentation



Agenda Item Executive Summary

Item Name Bartlett Fire Station Training Facility - Site Plan Amendment/Special Use Permit Committee or Board Committee

BUDGET IMPACT

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

EXECUTIVE SUMMARY

The petitioner is requesting a **site plan amendment** for a proposed 2,880 square foot fire training facility constructed from 12 shipping containers to be located east of existing Fire Station #3 on West Bartlett Road.

A **special use permit** is also being requested to allow the height of the 41' 9" training facility to exceed the maximum 35' height requirement in the P-1 zoning district.

The existing parking lot would be extended eastward where a new concrete pad would be constructed that would allow fire vehicles and apparatus direct access to this structure.

Fire training events would take place 6 to 8 times a month with burning events taking place 2 to 4 times per year in designated rooms within the facility. The smoke generated from these burning events would not exceed the level of smoke produced from a residential fireplace.

ATTACHMENTS (PLEASE LIST)

PDS memo, applicant cover letter, application, location map, approved site plan, proposed site plan, landscape plan, elevations, and floor plan

ACTION REQUESTED

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

Staff: Roberta Grill, Planning and Development Services Date: 2/5/2021
Director

PLANNING AND DEVELOPMENT SERVICES MEMORANDUM
21-8

DATE: February 5, 2021
TO: Paula Schumacher, Village Administrator
FROM: Roberta B. Grill, Planning & Dev Services Director *RBG*
RE: **(#21-03) Bartlett Fire Training Facility**

PETITIONER

Chief William Gabrenya on behalf of the Bartlett Fire Protection District

SUBJECT SITE

1575 W Bartlett Rd – Bartlett Fire Station #3

REQUEST

Site Plan Amendment
Special Use – to allow an accessory structure to exceed 35' in height

SURROUNDING LAND USES

| <u>Subject Site</u> | <u>Land Use</u> | <u>Comprehensive Plan</u> | <u>Zoning</u> |
|----------------------------|----------------------------|----------------------------------|---|
| North | Fire Station Industrial | Mixed Use Business Park | P-1 I-2 General Industrial District (unincorporated Cook County) |
| South | Vacant/Industrial | Mixed Use Business Park | I-2 EDA |
| East | Wetland/Industrial | Mixed Use Business Park | I-2 EDA |
| West | Industrial | Industrial (City of Elgin) | GI – General Industrial (City of Elgin) |

ZONING HISTORY

This property was annexed into the village by ordinance #1966-14 and zoned R-1 Single Family Residence. The property was rezoned to the M Manufacturing District by ordinance #1967-18. As a part of the comprehensive rezoning of the village in 1978 the property was rezoned to the SR-2 Suburban Residence District. The property was rezoned to the I-2 General Industrial District by ordinance #1982-21. In 2001, the site was rezoned from the I-2 General Industry District to I-2 EDA Economic Development Area District by ordinance #2001-130. Elmhurst Chicago Stone

Company donated this property to the Bartlett Fire Protection District in 2007. The current site plan for Fire Station #3 was approved and the property was rezoned to the P-1 Public Lands District on July 17, 2007 by ordinance #2007-76

DISCUSSION

1. The petitioner is requesting a **site plan amendment** to add a 2,880 square-foot fire training facility, constructed from 12 shipping containers, to be located east of the existing fire station.
2. The petitioner is also requesting a **special use permit** to allow for the height of the 41'9" training facility to exceed the maximum 35' height requirement in the P-1 zoning district.
3. The first two floors of the proposed training facility would be constructed with containers measuring 8' wide, 40' long, and 9'6" tall. The 3rd and 4th floors would be constructed from containers measuring 8' wide, 20' long, and 9'6" tall. Together the facility would measure 24' wide and 40' long. A 3'9" railing along the top of the structure would bring the total height to 41'9".
4. The parking area would be extended eastward where a concrete pad would be constructed to provide space for a fire truck to maneuver on one side of the structure. Due to the construction of the pad, 4 parking spaces would be removed from the northeast row of parking. The fire station parking lots would contain a total of 23 parking spaces which meets the zoning ordinance requirement of 23 spaces.
5. Fire training events would take place 6 to 8 times a month with burning events taking place 4 times per year. As a condition of approval, the Fire Protection District would be required to contact the Bartlett Police Department in advance of training events to be prepared for calls from the public regarding smoke traveling from the structure.
6. The smoke generated from these events would not exceed the level of smoke produced from a residential fireplace. The fire protection district follows regulations from both the Environmental Protection Agency and National Fire Protection Associations which require the use of class A combustible materials such as hay, paper, and wood.
7. The facility is meant for training purposes only and would not be habitable. When the facility is not in use the windows would be shuttered and locked, and the doors would be locked.

8. The petitioner would be adding landscaping to the new parking island. All other landscaping, including the landscaping on the berm along West Bartlett Road, would remain as required per the approved 2007 landscape plan.

RECOMMENDATION

The staff recommends forwarding this petition to the Plan Commission for their review of the site plan amendment and to conduct the required public hearing for the special use permit.

Background information is attached for your review.

dk/attachments

x:\comdev\mem2021\008_fire training facility_vbc.docx



January 6, 2021

Mr. Kevin Wallace
Village Board
Village of Bartlett
228 South Main Street
Bartlett, IL 60103

RE: Bartlett Fire Training Facility

Dear Mr. Wallace and Village Board Trustees,

Bartlett Fire Protection District, an Illinois Municipal Corporation is planning to add a training structure on their existing property. The property is approximately 3.18 acres and the proposed development consists of a 4,480 square feet accessory structure and concrete pad.

The site is currently operated by Bartlett Fire Protection District station 3. The proposed facility will safely allow Bartlett Firefighters to train on fire suppression, ladder installation, forced entry, evacuation, and rescue in adverse conditions. We request that you approve the development application as submitted for the proposed development.

Please feel free to reach out to us with any questions you have regarding the development application.

Sincerely,
V3 Companies

A handwritten signature in black ink, appearing to read 'Bryan C. Rieger'.

Bryan C. Rieger, P.E.
Senior Project Manager



VILLAGE OF BARTLETT DEVELOPMENT APPLICATION

For Office Use Only
Case # **2021-03-**
RECEIVED
(Village Stamp)
JAN 0 2021
**PLANNING & DEVELOPMENT
VILLAGE OF
BARTLETT**

PROJECT NAME Bartlett Fire Training Facility

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: Bartlett Fire Protection District, an Illinois Municipal Corporation: William Gabrenya

Street Address: 1575 W Bartlett Rd

City, State: Bartlett, IL

Zip Code: 60103

Email Address: wgabrenya@bartlettfire.com

Phone Number: 630.837.3701

Preferred Method to be contacted: Email

PROPERTY OWNER INFORMATION

Name: Bartlett Fire Protection District , an Illinois Municipal Corporation

Street Address: 234 N Oak Ave

City, State: Bartlett, IL

Zip Code: 60103

Phone Number: 630.837.3701

OWNER'S SIGNATURE: _____ **Date:** _____
(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):
Addition of 4,500 sf Accessory Training Structure and associated parking
 - Unified Business Center Sign Plan
 - Other (please describe) _____
- Text Amendment
 - Rezoning See Dropdown to See Dropdown
 - Special Use for: Accessory Structure Height
 - Variation: _____

SIGN PLAN REQUIRED? No

(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: 1575 W Bartlett Rd, Bartlett

Property Index Number ("Tax PIN"/"Parcel ID"): 06-32-401-001-0000

Zoning: Existing: P-1 **Land Use:** Existing: Institutional/Municipal
(Refer to Official Zoning Map)

Proposed: P-1 Proposed: Institutional/Municipal

Comprehensive Plan Designation for this Property: Municipal/Institutional
(Refer to Future Land Use Map)

Acreage: 3.18

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 V3 Companies, Ltd.
7325 Janes Ave. Woodridge, IL 60517
(630) 724-9200

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.

Yes, the training facility is an accessory structure to the existing fire station.

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

Yes, the off-street parking, access, lighting, landscaping, and drainage have been designed to meet all applicable codes and is consistent with the surrounding land uses.

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 ingress and egress to and from the site will be unchanged and will provide for the safe, efficient, and convenient movement of traffic.

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

The site plan provides for the safe movement of pedestrians. The building will be locked and inaccessible by non-fire district people for safety.

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)

The landscaping will mostly remain from the previously approved landscape plan including the existing berm and trees along Bartlett Road.

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

No outdoor storage areas are proposed on-site.

FINDINGS OF FACT FOR SPECIAL USES

Both the Plan Commission and Village Board must decide if the requested Special Use 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. That the proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community.

The special use is related to the height of the accessory structure. The accessory structure will be used for training the fire department which will contribute to the general welfare of the neighborhood or community.

2. That such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity.

The proposed use will not be detrimental as the reason for the special use is the accessory structure height.

3. That the special use shall conform to the regulations and conditions specified in this Title for such use and with the stipulation and conditions made a part of the authorization granted by the Village Board of Trustees.

The special use for the accessory structure height will conform to all regulations and conditions.

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: 

PRINT NAME: William Gabrenys

DATE: 2/1/21

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: _____

ADDRESS: _____

PHONE NUMBER: _____

EMAIL: _____

SIGNATURE: _____

DATE: _____



UNINCORPORATED

TAMELING CT

I-1 PUD

W BARTLETT RD

P-1

CITY OF ELGIN

I-2 EDA

SPITZER RD



Location Map

2021-03
Bartlett Fire Station
Training Facility

2021

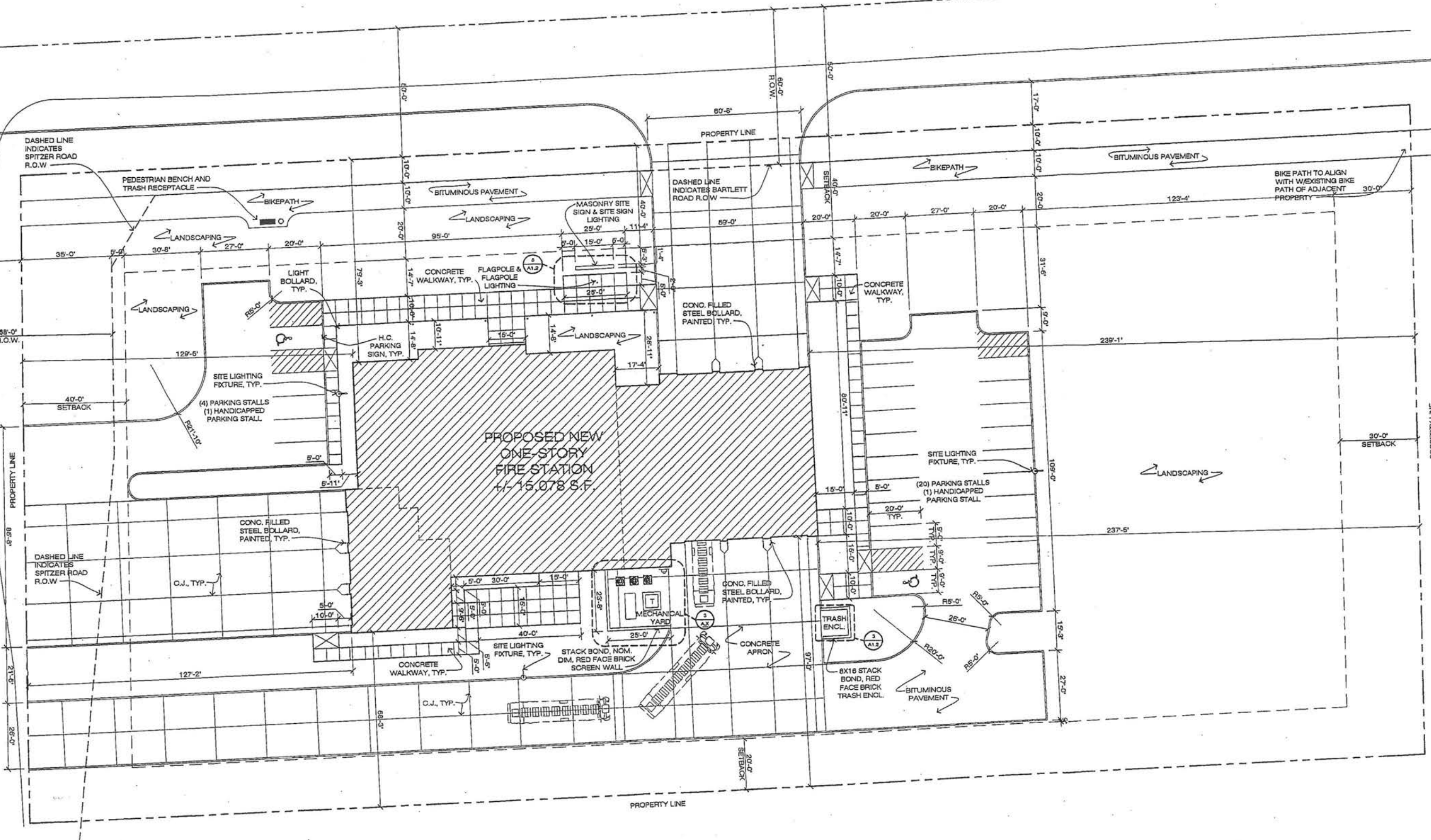


0 80 160 320 US Feet

APPROVED SITE PLAN

WEST BARTLETT ROAD

SPITZER ROAD



SITE PLAN

SCALE: 1" = 20'-0"



PROPOSED SITE PLAN

NOTES:

1. ALL DIMENSIONS SHOWN ARE TO BACK OF CURB UNLESS OTHERWISE NOTED.
2. ALL PROPOSED ON-SITE STRIPING SHALL BE PAINTED YELLOW UNLESS OTHERWISE NOTED.
3. BUILDING DIMENSIONS ARE TO OUTSIDE FACE OF BUILDING UNLESS OTHERWISE NOTED.
4. ALL CURB AND GUTTER SHALL BE B6.12 UNLESS OTHERWISE NOTED.

SITE DATA

SITE AREA: 138,468 SF. (3.18 AC.)

ZONING: P-1 PUBLIC LANDS DISTRICT

ACCESSORY STRUCTURE AREA: 2,880 SF
ACCESSORY STRUCTURE HEIGHT: 38' (41'-9" TO RAILING)

LANDSCAPE
 EX. OPEN SPACE: 53.2% (73,678 SF)
 PR. OPEN SPACE: 44.3% (61,343 SF)

EXISTING STALLS
 24 STANDARD STALLS
 2 ACCESSIBLE STALLS
 26 PROVIDED
 23 REQUIRED

PROPOSED STALLS
 21 STANDARD STALLS
 2 ACCESSIBLE STALLS
 23 PROVIDED
 23 REQUIRED

PAVEMENT LEGEND

CONCRETE PAVEMENT

- 8" P.C. CONCRETE PAVEMENT
- 4" AGGREGATE BASE COURSE - CA6

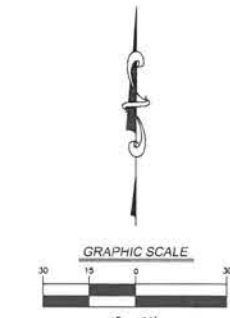
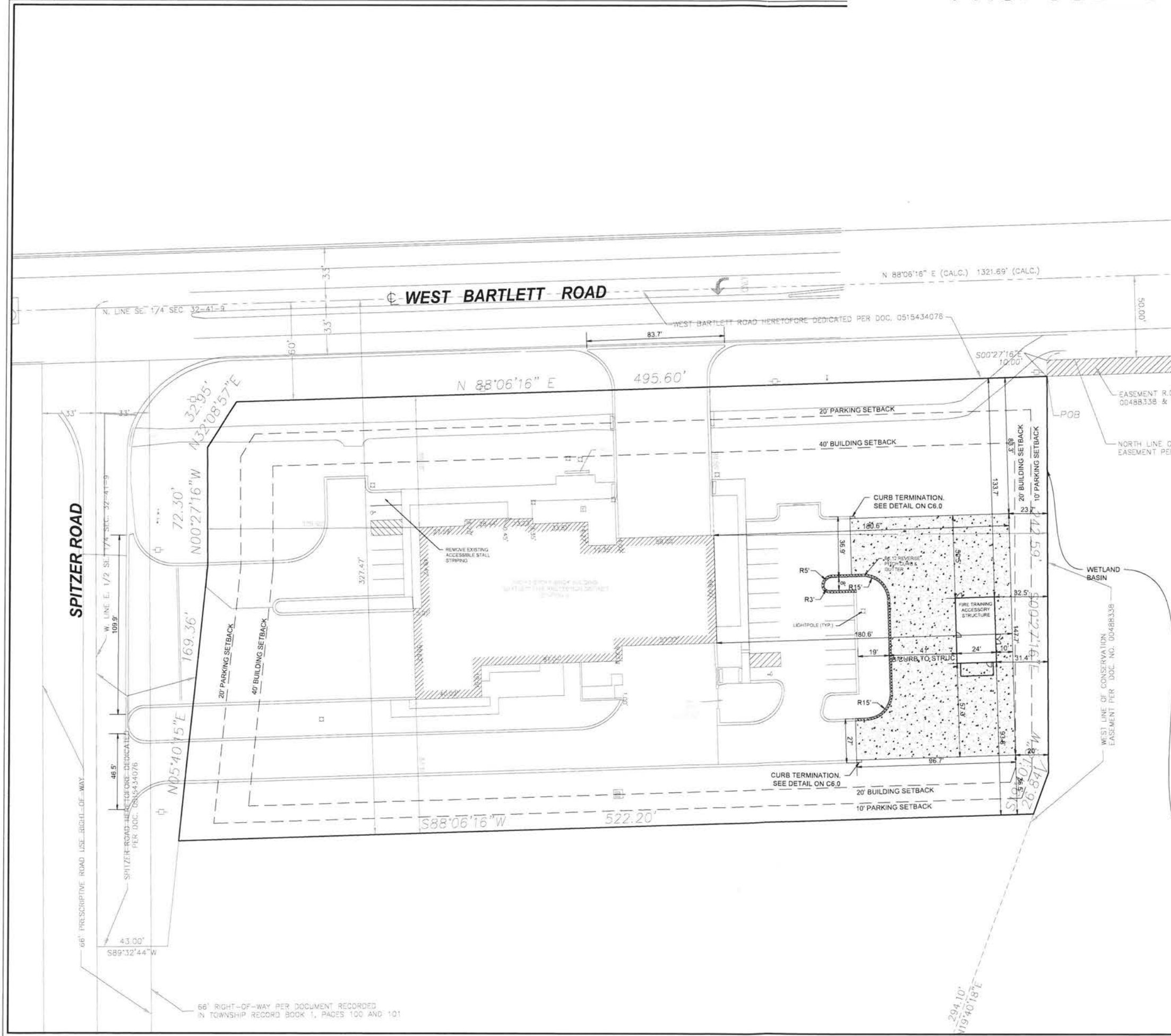
| REVISIONS | | NO. | DATE | DESCRIPTION |
|-----------|----------|----------------------------|------|-------------|
| 1 | 02/01/21 | VILLAGE RESUBMITTAL | | |
| 2 | 02/05/21 | REVISED PER VILLAGE REVIEW | | |

| | |
|-----------------|-----------|
| PROJECT NO. | 9428 FIRE |
| PROJECT MANAGER | BR |
| DESIGNED BY | EF |
| DRAWN BY | RI |

| | |
|----------------------|-----------------|
| ORIGINAL ISSUE DATE: | JANUARY 6, 2021 |
|----------------------|-----------------|

| | |
|--|--|
| OVERALL SITE PLAN | |
| BARTLETT FIRE TRAINING FACILITY | |
| BARTLETT ILLINOIS | |

| |
|--|
| 7325 James Avenue Woodridge, IL 60517 630.724.9200 phone www.v3co.com |
| |
| DRAWING NO. |
| 1.0 |



66' RIGHT-OF-WAY PER DOCUMENT RECORDED IN TOWNSHIP RECORD BOOK 1, PAGES 100 AND 101

EXISTING Plant List & Key

| Key | Botanical Name (Common Name) | Size | Quantity | Key | Botanical Name (Common Name) | Size | Quantity | Key | Botanical Name (Common Name) | Size | Quantity |
|-----|------------------------------|------|----------|-----|------------------------------|------|----------|-----|------------------------------|------|----------|
| 1 | ... | ... | ... | 1 | ... | ... | ... | 1 | ... | ... | ... |
| 2 | ... | ... | ... | 2 | ... | ... | ... | 2 | ... | ... | ... |
| 3 | ... | ... | ... | 3 | ... | ... | ... | 3 | ... | ... | ... |
| 4 | ... | ... | ... | 4 | ... | ... | ... | 4 | ... | ... | ... |
| 5 | ... | ... | ... | 5 | ... | ... | ... | 5 | ... | ... | ... |
| 6 | ... | ... | ... | 6 | ... | ... | ... | 6 | ... | ... | ... |
| 7 | ... | ... | ... | 7 | ... | ... | ... | 7 | ... | ... | ... |
| 8 | ... | ... | ... | 8 | ... | ... | ... | 8 | ... | ... | ... |
| 9 | ... | ... | ... | 9 | ... | ... | ... | 9 | ... | ... | ... |
| 10 | ... | ... | ... | 10 | ... | ... | ... | 10 | ... | ... | ... |

PLANT LIST

| BOTANICAL NAME (COMMON NAME) | SIZE | QUANTITY | KEY |
|--|-------|----------|-----|
| GLADHALA TRIACANTHOS 'SKYLINE' (SKYLINE HONEYLOCUST) | 2.5" | 1 | GTS |
| PICEA PUNGENS (COLORADO SPRUCE) | 6" | 1 | PP |
| RHUS AROMATICA 'GRO-LOW' (GROW LOW FRAGRANT SUMAC) | 24" | 7 | RAG |
| PENNISETUM ALOPECUROIDES 'HAMELN' (DWARF FOUNTAIN GRASS) | 1 GAL | 7 | PAH |

LANDSCAPE
 EX. OPEN SPACE: 53.2% (73,678 SF)
 PR. OPEN SPACE: 44.3% (61,343 SF)

LANDSCAPE LEGEND

FINE GRADE, SEED AND HYDROMULCH ALL DISTURBED AREAS AS NOTED ON THE PLAN.

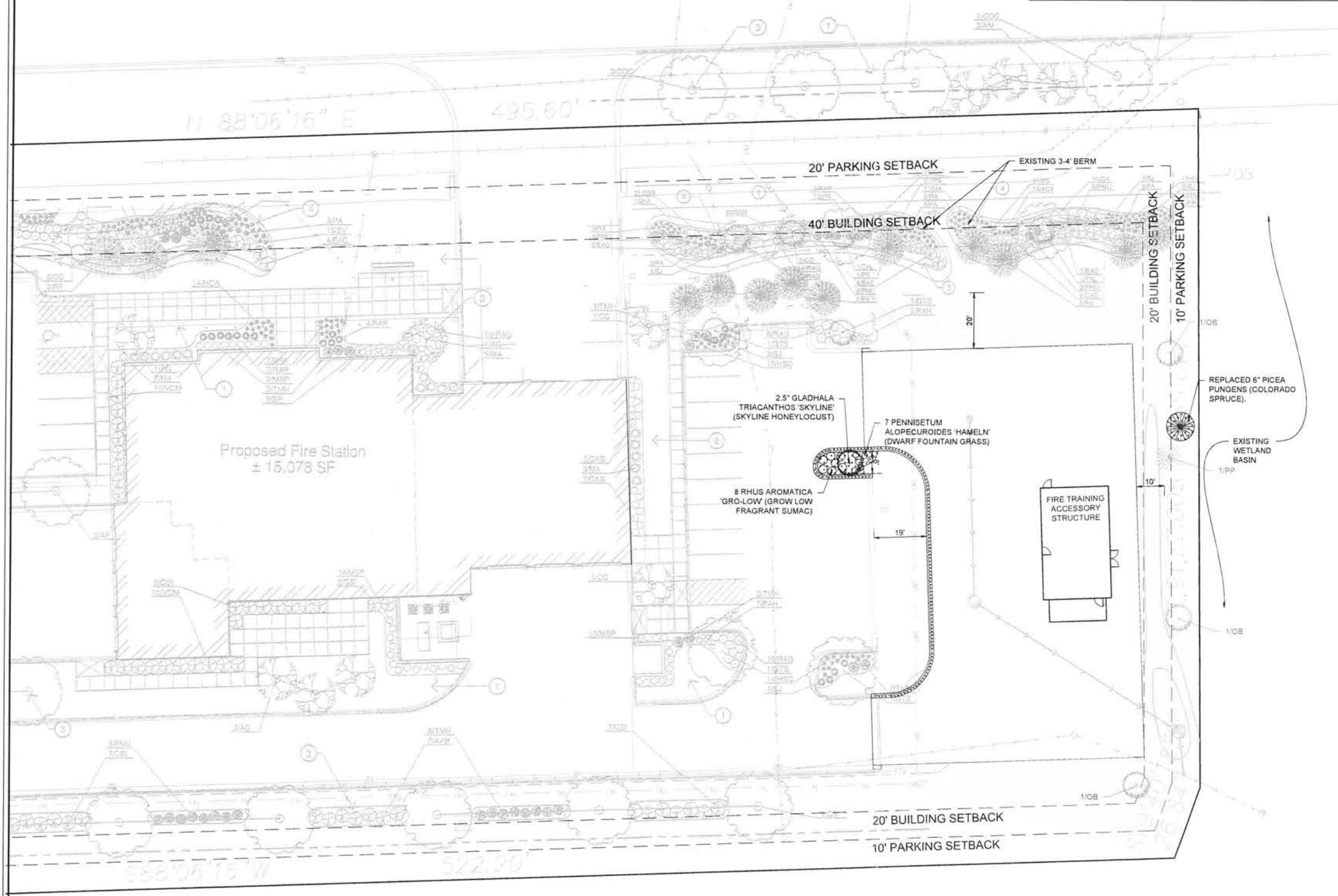
FURNISH AND INSTALL 3" MINIMUM LAYER OF DOUBLE SHREDDED HARDWOOD BARK MULCH

EXISTING LANDSCAPE LEGEND

QUANTITY KEY

LANDSCAPE PLAN NOTES

1. FINE GRADE, SEED AND HYDROMULCH ALL DISTURBED AREAS AS NOTED ON THE PLAN.
2. FURNISH AND INSTALL 3" MINIMUM LAYER OF DOUBLE SHREDDED HARDWOOD BARK MULCH IN ALL PLANTING BEDS AND TREE RINGS.
3. EXISTING LANDSCAPE PLAN SHOWN FOR REFERENCE AND NOT SURVEYED INFORMATION. LANDSCAPING WAS PREVIOUSLY INSTALLED UNDER SEPARATE PERMIT.



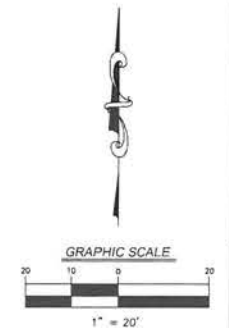
LANDSCAPE PLAN
BARTLETT FIRE TRAINING FACILITY
 BARTLETT ILLINOIS

PROJECT NO. 9428 FIRE
 PROJECT MANAGER BR
 DESIGNED BY EF
 DRAWN BY RI

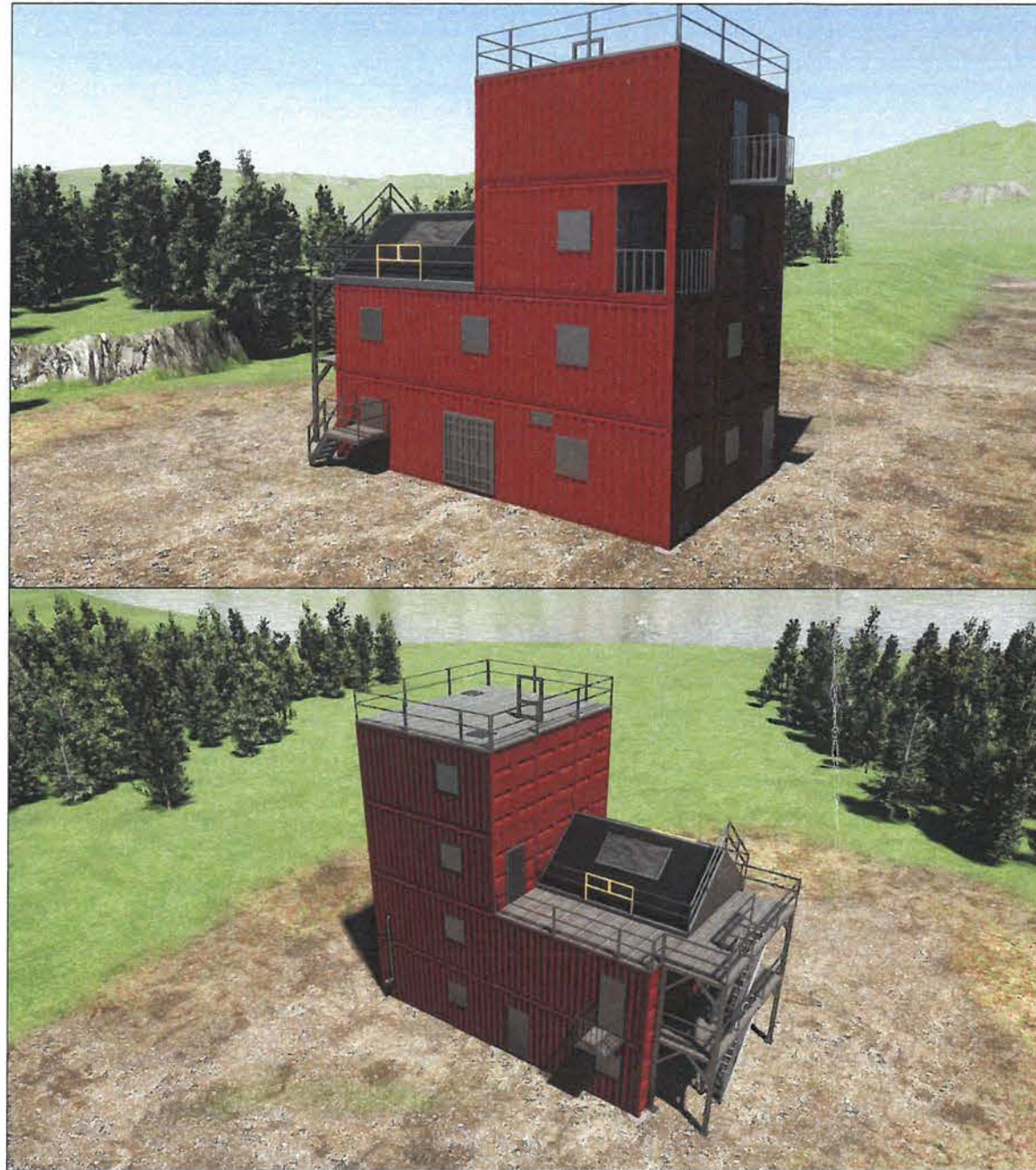
ORIGINAL ISSUE DATE: JANUARY 6, 2021
 NO. DATE DESCRIPTION
 1 01/29/21 VILLAGE RESUBMITTAL

7325 Jones Avenue
 Woodridge, IL 60517
 630.724.9200 phone
 www.v3co.com

DRAWING NO.
L1.0



PROPOSAL FOR FIRE TRAINING FACILITY BARTLETT F.D. - BARTLETT, IL.



CONCEPTUAL VIEWS

UNIT SPECIFICATIONS

- 6 - 40' CONTAINERS
- 6 - 20' CONTAINERS
- 1 - 12'X12' BURN ROOM
- 1 - 4'X4' BURN APRON
- 1 - 14'X8' BURN ROOM
- 1 - 4'X8' BURN APRON
- 1 - 16'X8' BURN ROOM
- 3 - BURN WINDOWS
- 4 - BURN DOORS
- 1 - 6-ZONE RTD SYSTEM
- 3 - FLUSH-OUTS
- 1 - VERT. BREACH WINDOW
- 1 - HORIZ. BREACH WINDOW
- 1 - 4-DOOR FORCED ENTRY
- 2 - F.E. DOORS
- 1 - DENVER DRILL WINDOW
- 1 - BLOCK BREACH WALL
- 1 - BASEMENT BAILOUT PROP
- 1 - 4-LEVEL INT. STAIRWELL
- 1 - 2-LEVEL INT. STAIRCASE
- 1 - 3-LEVEL EXT. STAIR TOWER
- 12 - 36X36 WINDOWS
- 11 - 36X80 DOORS
- 1 - SWING-AWAY BREACH WALL
- 5 - TRIPOD HATCHES
- 1 - DOUBLE ROOF PITCH W/CHOP-OUTS
- 1 - 4'X8' POKE-OUT
- 1 - 4'X4' POKE-OUT
- 1 - 3-LEVEL STANDPIPE

TRAINING AREA = 4480 SQ.FT.



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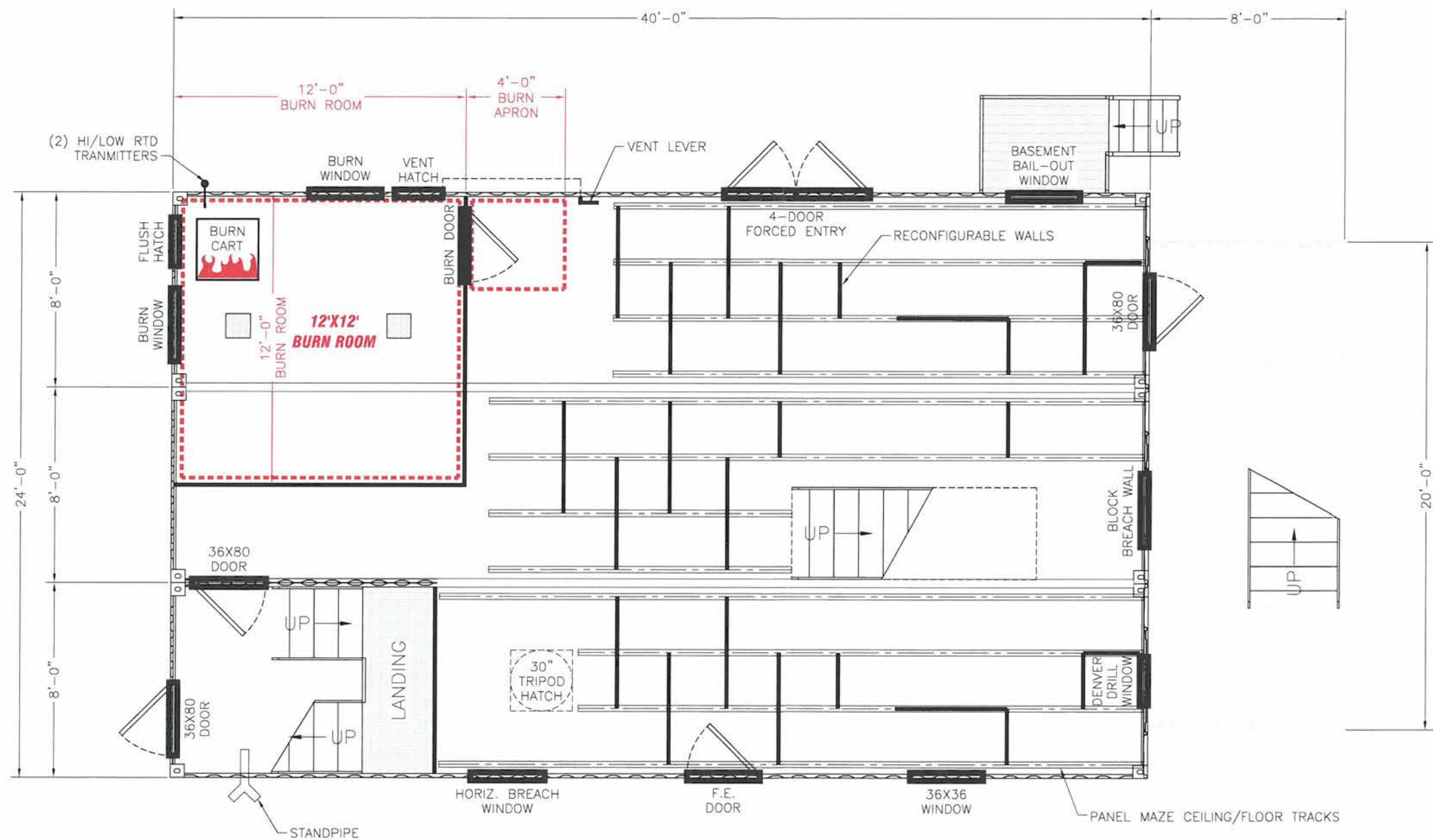
AMERICAN FIRE TRAINING SYSTEMS, INC.
12315 SOUTH NEW AVE., POB #39
LEMONT, ILLINOIS 60439
(630) 257-0112



PROPOSAL FOR FIRE TRAINING FACILITY
BARTLETT F.D. - BARTLETT, IL.

DRAWN BY: PRD
REV: -
DATE: 12-01-20
SCALE: -
P NO. P001068
DWG NO.

A00



FIRST FLOOR PLAN

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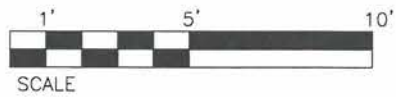
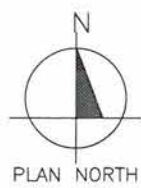
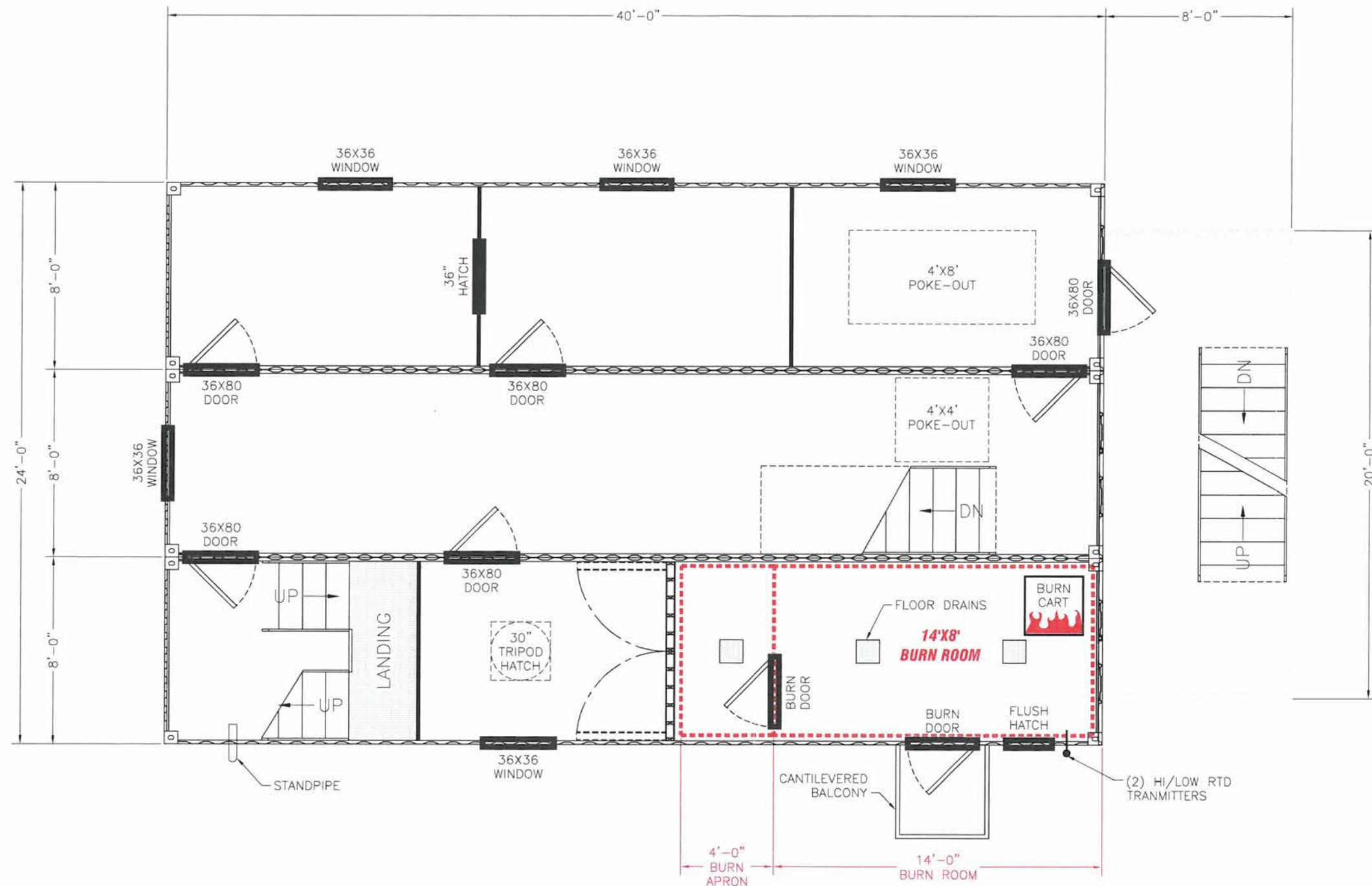
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AMERICAN FIRE TRAINING SYSTEMS, INC.
 12315 SOUTH NEW AVE., POB #39
 LEMONT, ILLINOIS 60439
 (630) 257-0112



PROPOSAL FOR FIRE TRAINING FACILITY
 BARTLETT F.D. - BARTLETT, IL.

| | |
|-----------|------------|
| DRAWN BY: | PRD |
| REV: | - |
| DATE: | 12-01-20 |
| SCALE: | - |
| P NO: | P001068 |
| DWG NO: | A01 |



SECOND FLOOR PLAN

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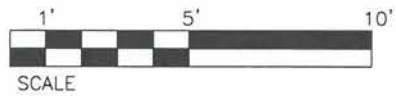
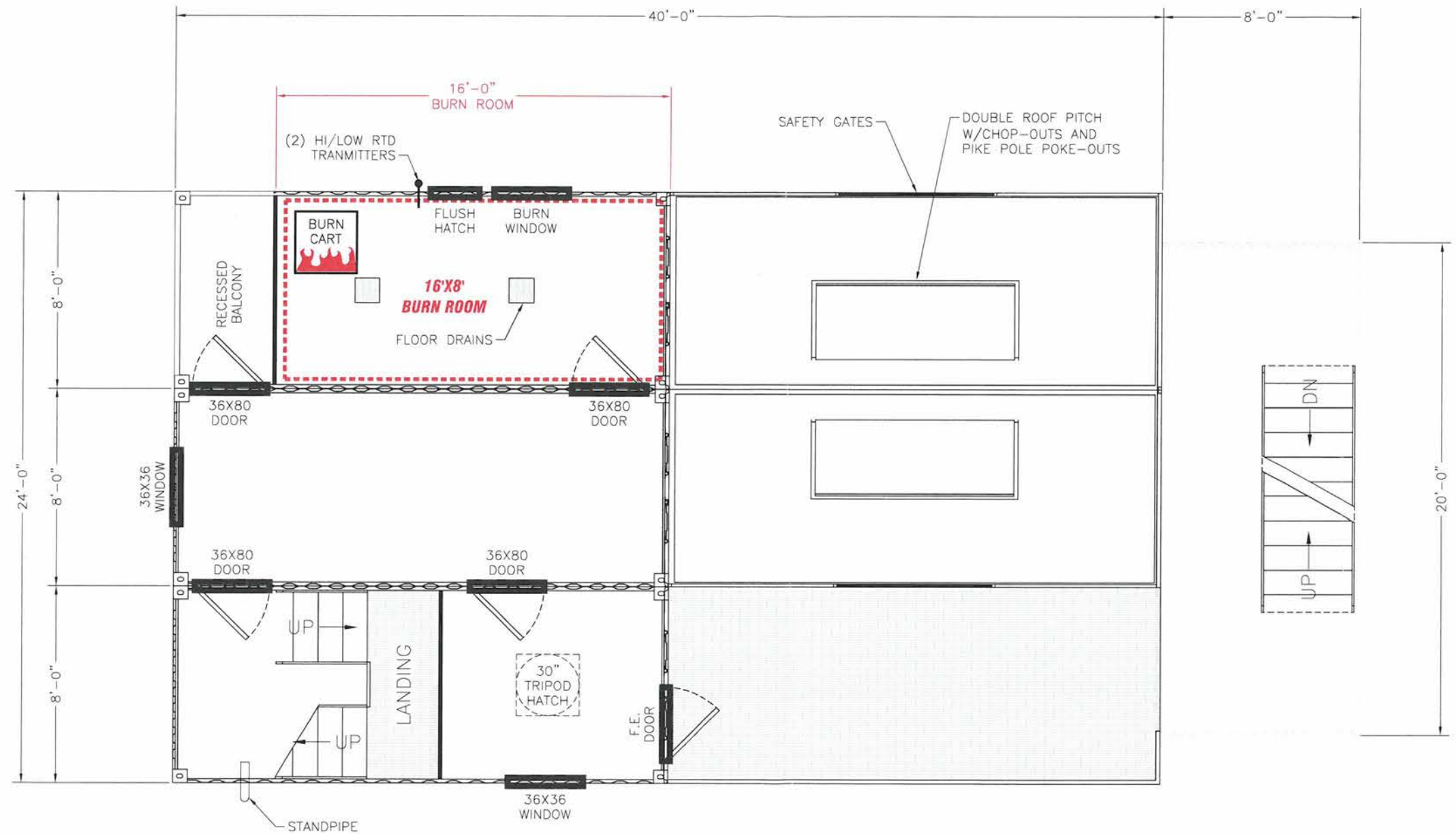
AMERICAN FIRE TRAINING SYSTEMS, INC.
 12315 SOUTH NEW AVE., POB #39
 LEMONT, ILLINOIS 60439
 (630) 257-0112



**PROPOSAL FOR FIRE TRAINING FACILITY
 BARTLETT F.D. - BARTLETT, IL.**

| | |
|-----------|----------|
| DRAWN BY: | PRD |
| REV: | - |
| DATE: | 12-01-20 |
| SCALE: | - |
| P NO: | P001068 |
| DWG NO. | A02 |

A02



THIRD FLOOR PLAN

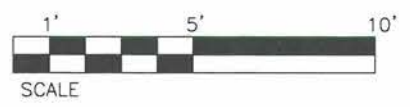
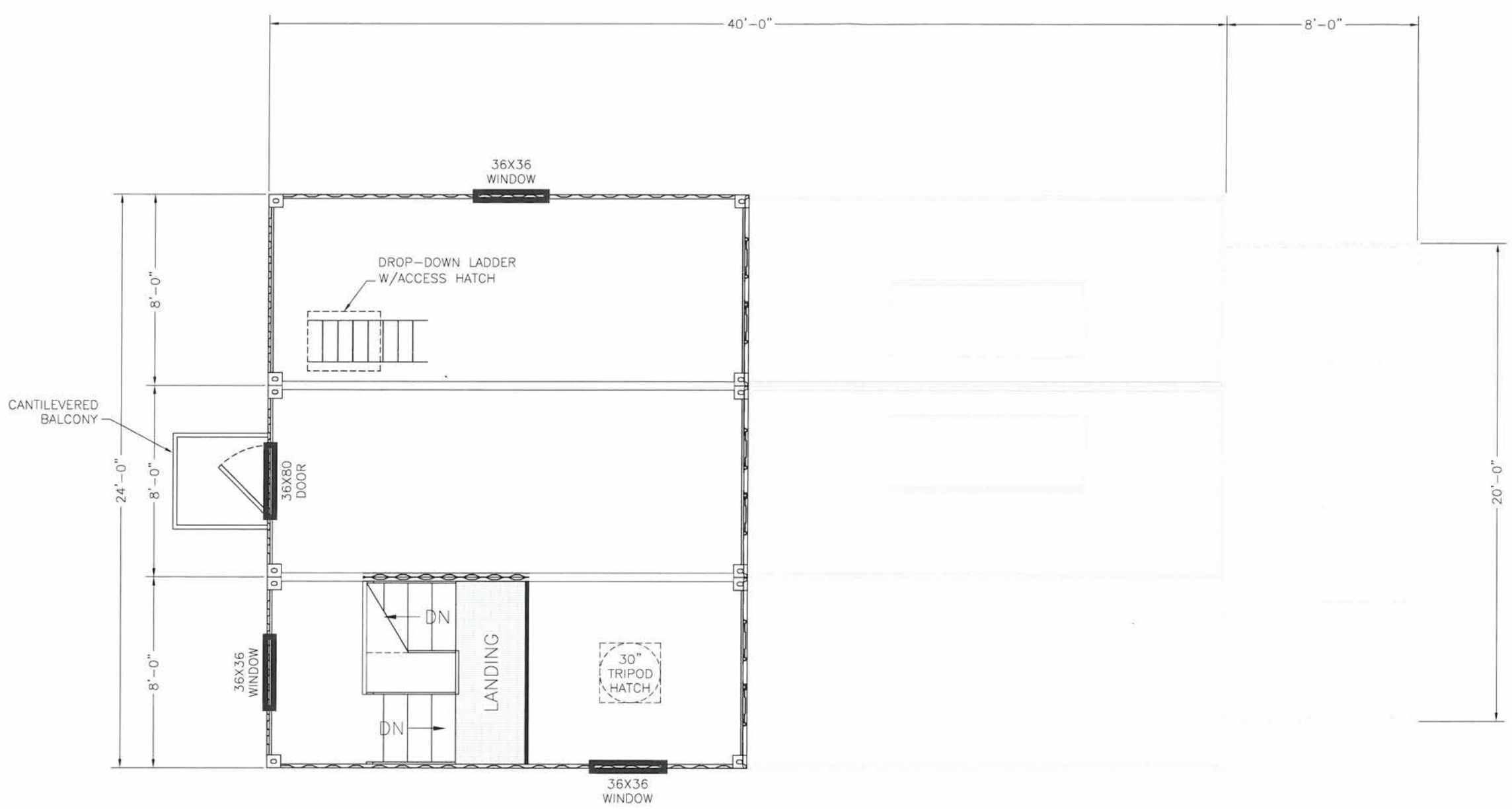
THIS DRAWING AND ANY INFORMATION OR DESCRIPTIVE MATTER SET OUT HEREON, ARE THE CONFIDENTIAL AND COPYRIGHT PROPERTY OF AMERICAN FIRE TRAINING SYSTEMS AND MUST BE HELD IN THE STRICTEST CONFIDENCE BY THE RECIPIENT AND MUST NOT BE COPIED, LOANED OR DISCLOSED TO ANY THIRD PARTY, OR USED FOR ANY OTHER PURPOSE WITHOUT PRIOR WRITTEN CONSENT FROM AMERICAN FIRE TRAINING SYSTEMS.

| | |
|-----------|----------|
| DRAWN BY: | PRD |
| REV: | - |
| DATE: | 12-01-20 |
| SCALE: | - |
| P. NO. | P001068 |
| DWG. NO. | A03 |

AMERICAN FIRE TRAINING SYSTEMS, INC.
 12315 SOUTH NEW AVE., POB #39
 LEMONT, ILLINOIS 60439
 (630) 257-0112



PROPOSAL FOR FIRE TRAINING FACILITY
 BARTLETT F.D. - BARTLETT, IL.



FOURTH FLOOR PLAN

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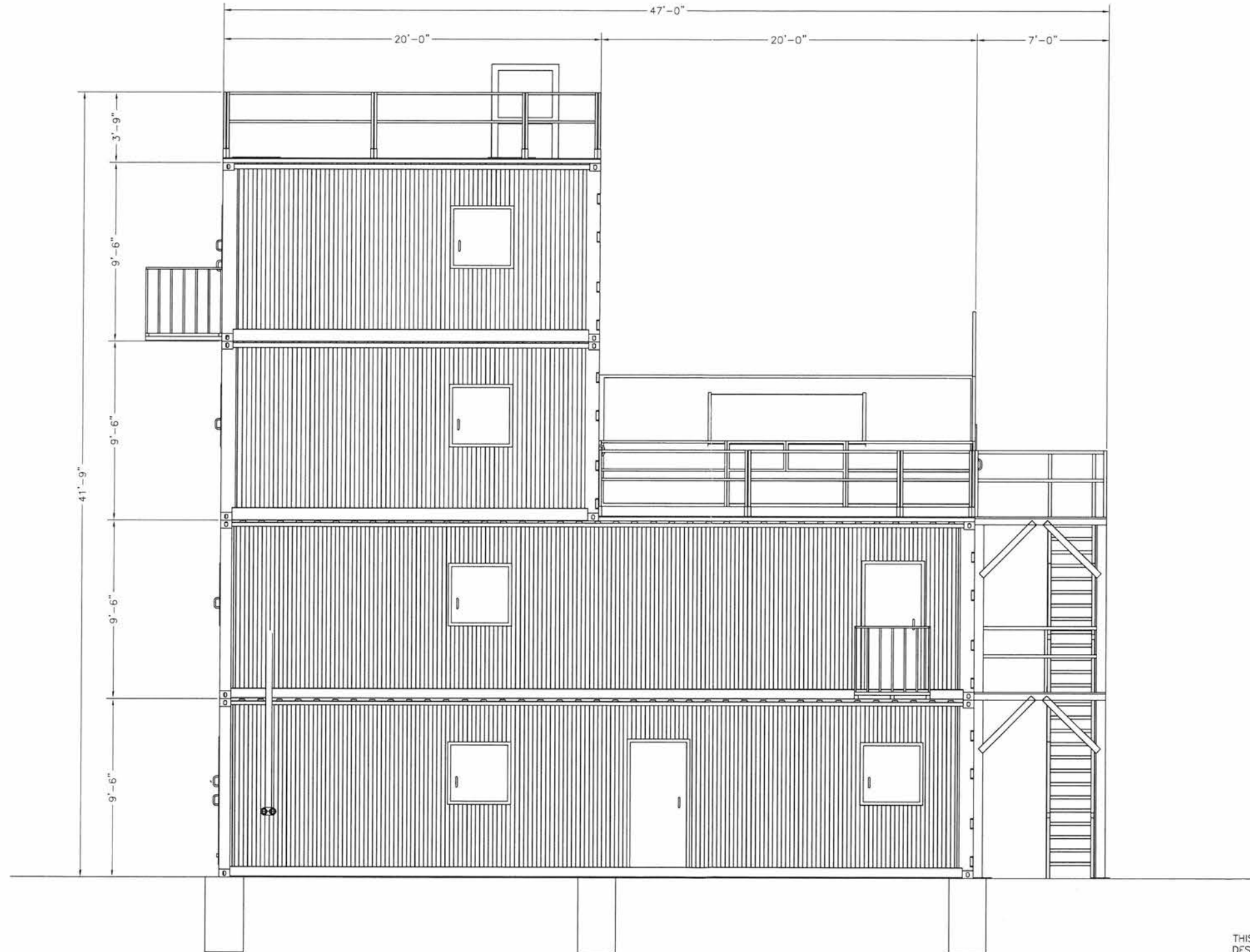
AMERICAN FIRE TRAINING SYSTEMS, INC.
 12315 SOUTH NEW AVE., POB #39
 LEMONT, ILLINOIS 60439
 (630) 257-0112



**PROPOSAL FOR FIRE TRAINING FACILITY
 BARTLETT F.D. - BARTLETT, IL.**

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| DRAWN BY: | PRD |
| REV: | - |
| DATE: | 12-01-20 |
| SCALE: | - |
| P NO. | P001068 |
| DWG NO. | A04 |

A04



ELEVATION

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**PROPOSAL FOR FIRE TRAINING FACILITY
 BARTLETT F.D. - BARTLETT, IL.**

DRAWN BY: PRD
 REV: -
 DATE: 01-27-21
 SCALE: -
 P NO. P001068
 DWG NO.

A05



WELCOME

2021/2022

**PROPOSED BUDGET
PRESENTATION**

Village of Bartlett Budget

“More Than Just The Numbers”

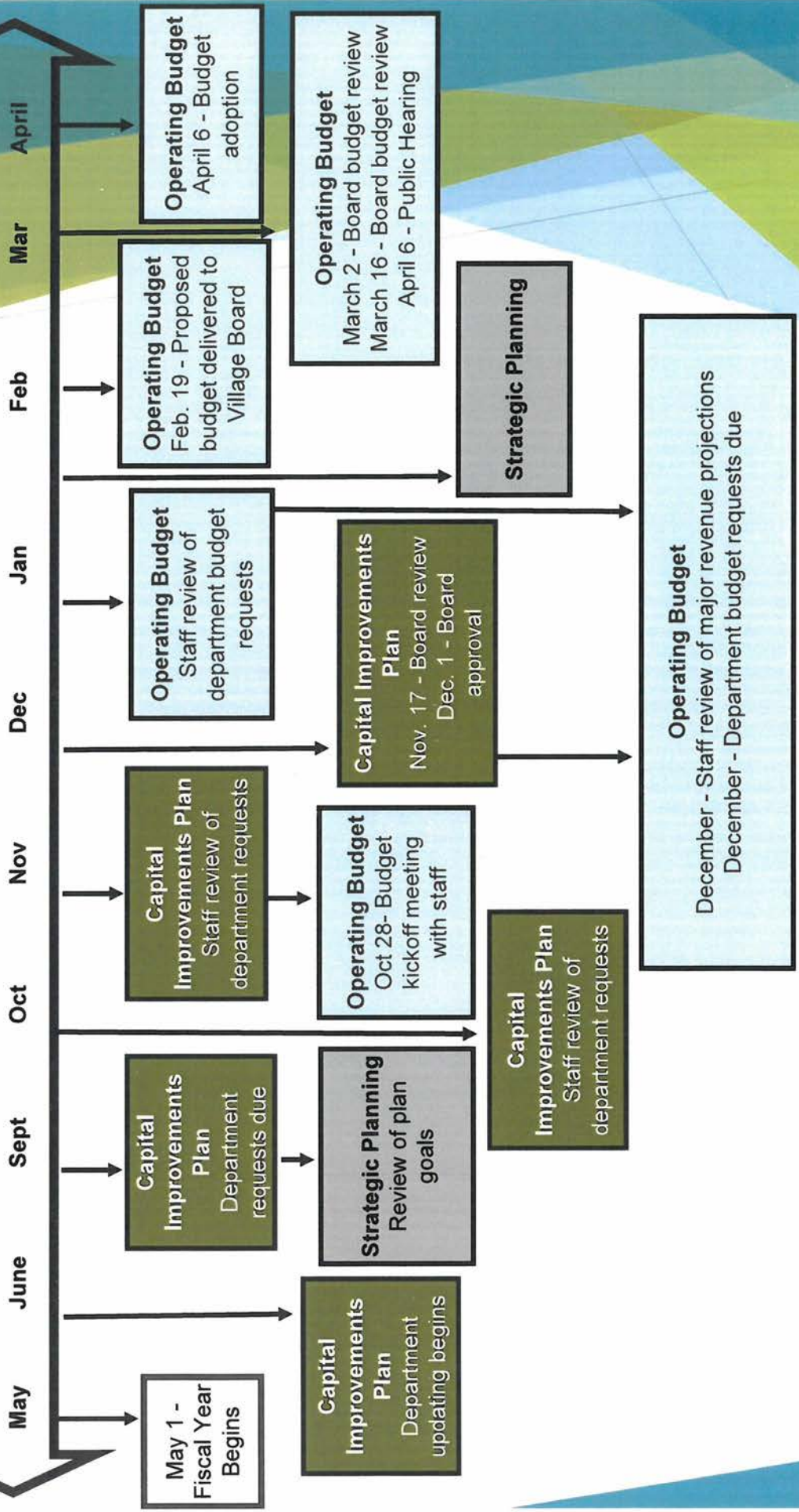
- **The Budget is a Policy Document**
 - Village Wide - Long Term Financial Policies
 - Village Wide - Non-Financial Goals and Objectives (Strategic Plan)
 - Clearly Stated Goals and Objectives (Departments)
- **The Budget is a Financial Plan**
 - Summarizes Major Revenues and Expenditures
 - Describes Major Revenues
 - Projects Major Changes in Fund Balance

Village of Bartlett Budget

“More Than Just The Numbers”

- **The budget is an operation guide**
 - The budget describes activities, services and function of the village
 - Budget includes an organizational chart
 - Budget includes a personnel summary
- **The budget is a communication device**
 - Defines who develops, prepares, reviews and adopts budget
 - Provides a detailed budget message to board of trustees
 - Defines financial polices (Fund Balance) and long term capital planning (Capital Improvement Plan)
 - Budget includes statistical data to convey long term information to the public

Budget Calendar

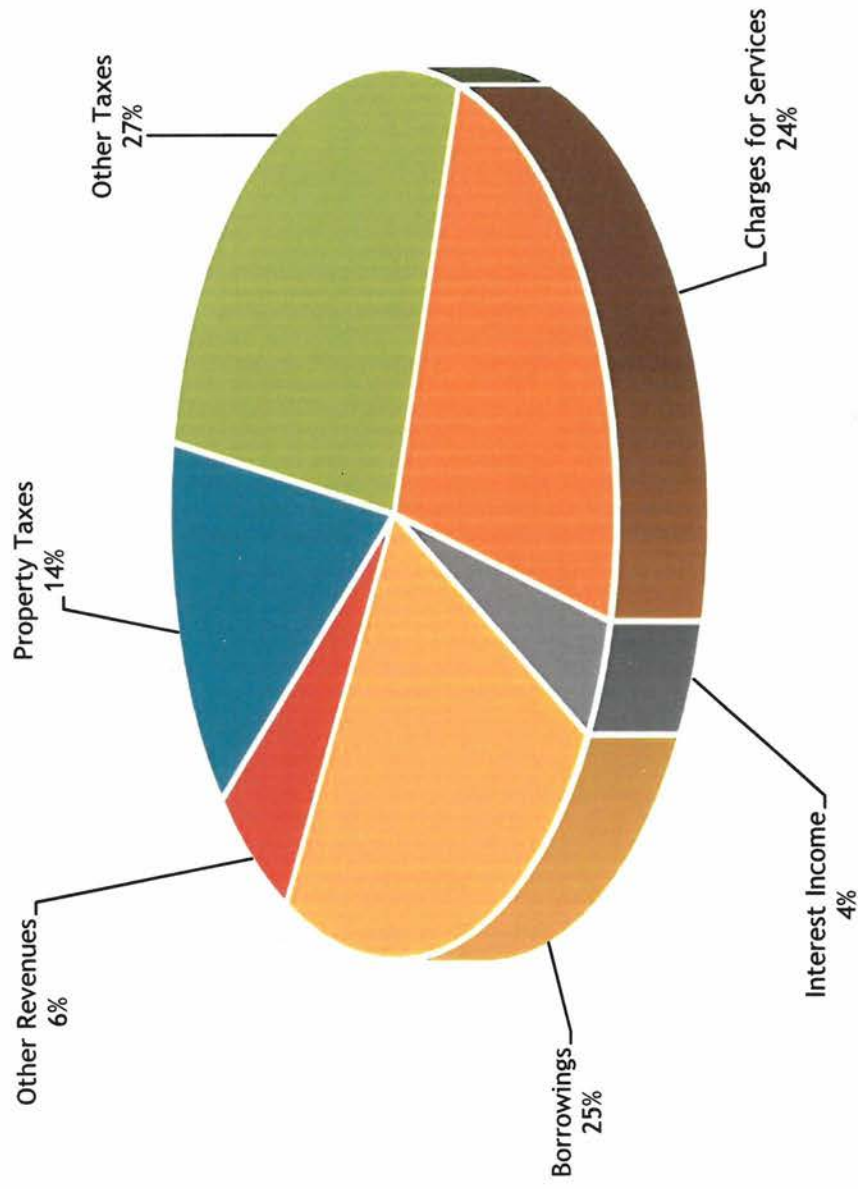


- Strategic Planning process
- Operating Budget process
- Capital Budget process

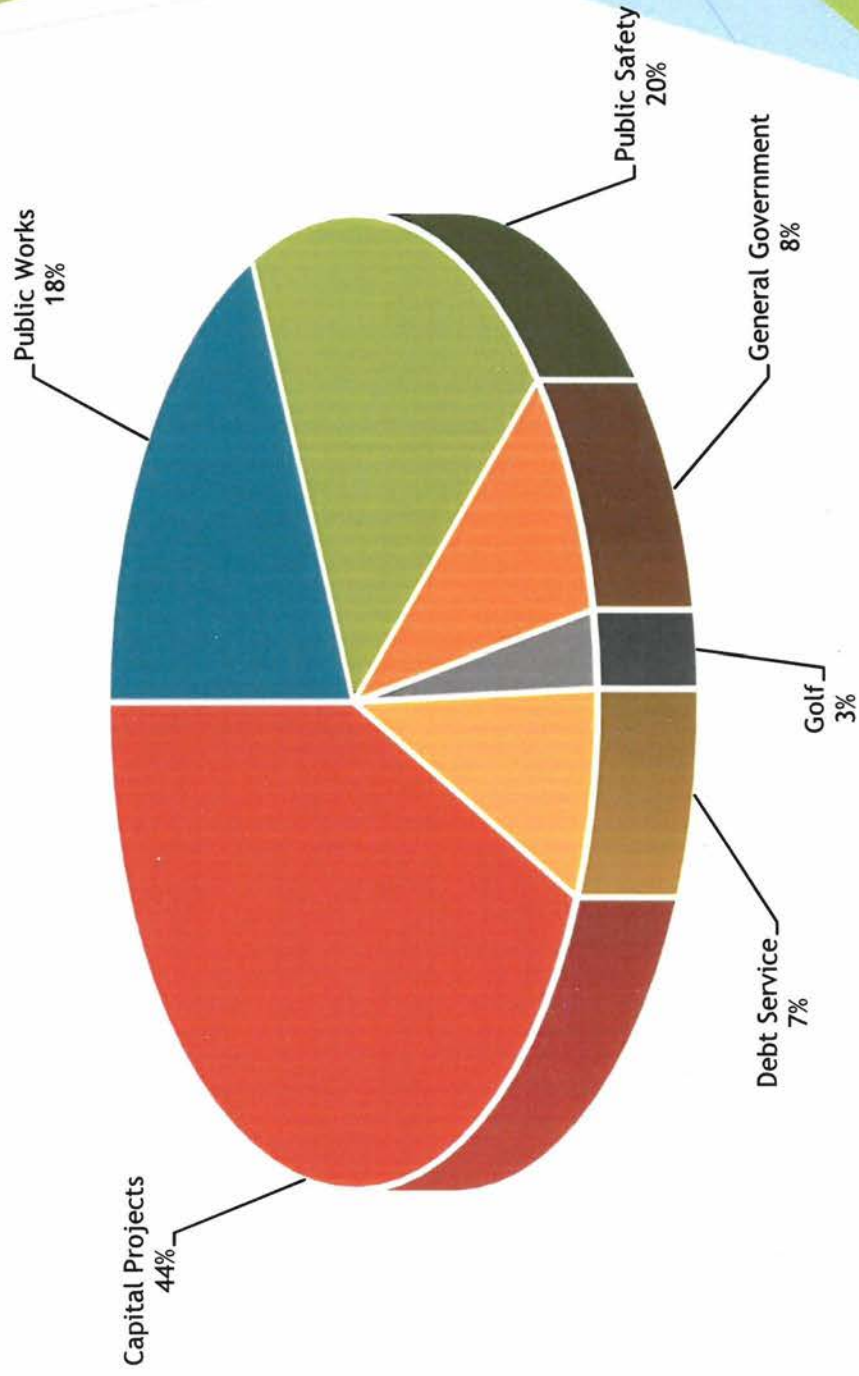
Operating Budget
 December - Staff review of major revenue projections
 December - Department budget requests due

“Where the Money Comes From”

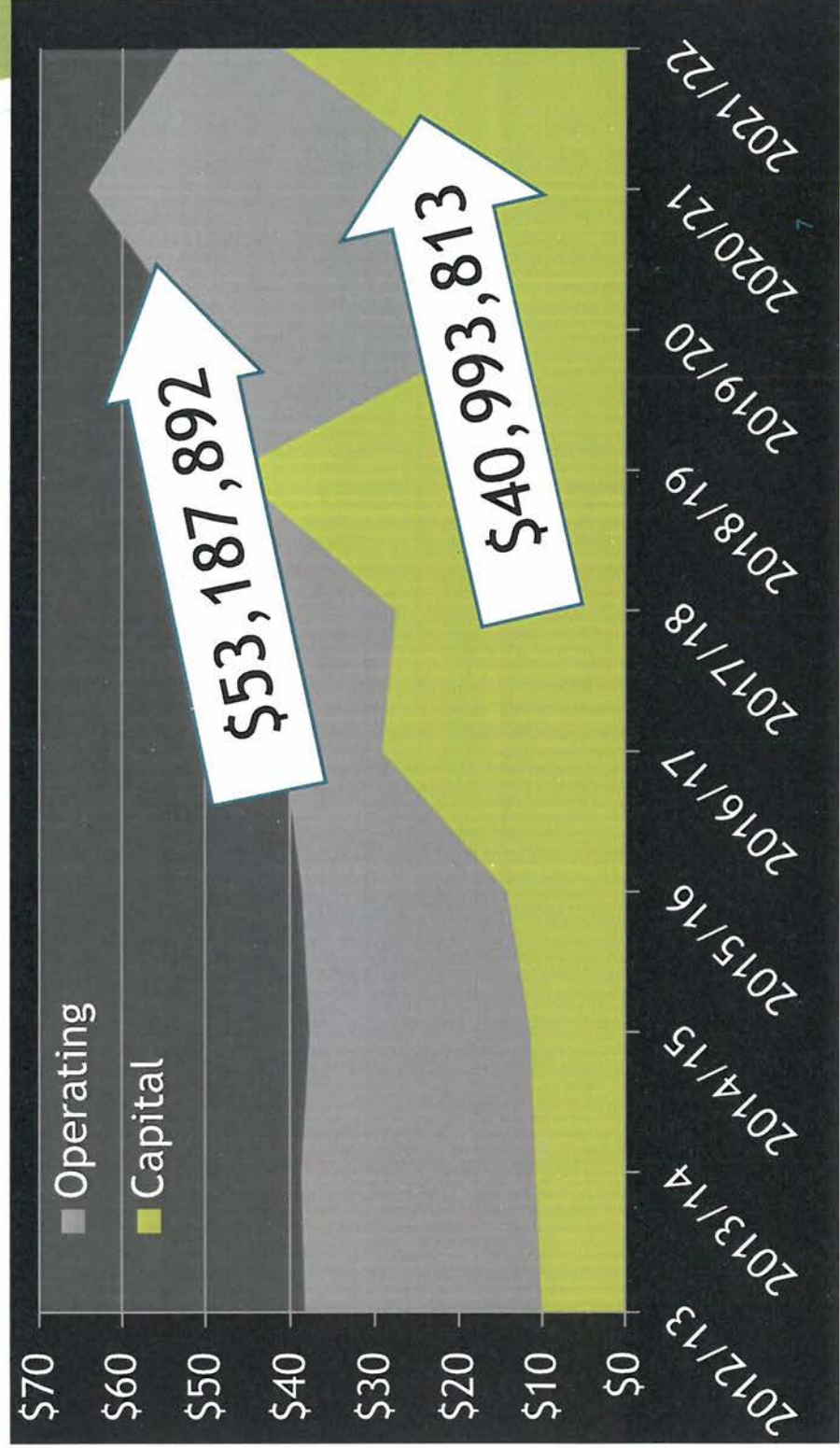
Total Revenue: \$85,547,089



“Where the Money Goes” Total Expenditures: \$94,181,705



Operating vs. Capital Expenditures

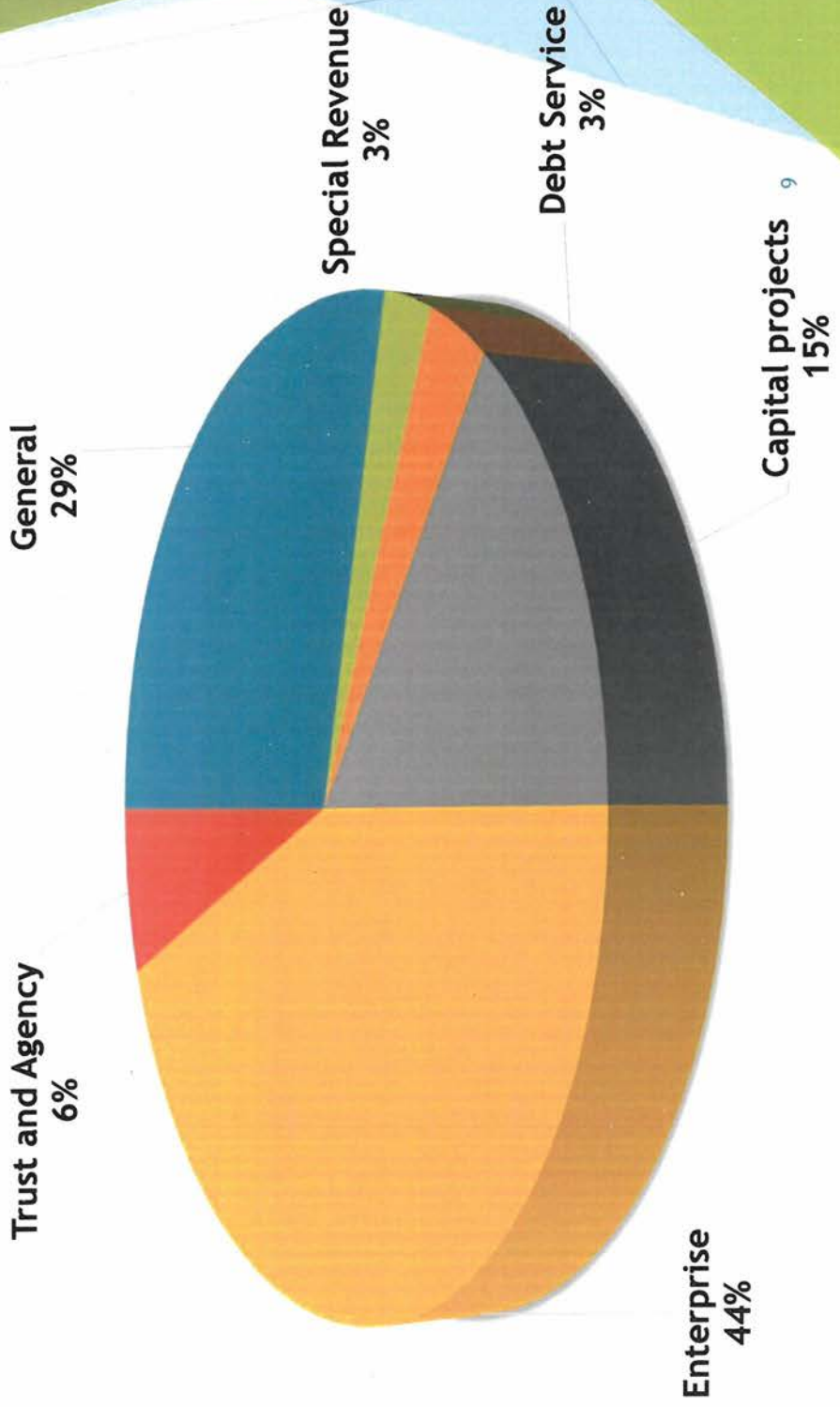


Village of Bartlett FY 2021/22 Revenue Review



Revenue by Fund

Proposed = \$85,547,089 (net of transfers)
24% Increase from 20/21 Budget



FY 2022 Revenue Review

- # Property Taxes
 - \$11,705,646
 - 14% of total revenue, 35% of General Fund
 - \$433,832 increase from FY20/21 Budget
 - 4% increase from FY20/21 Budget

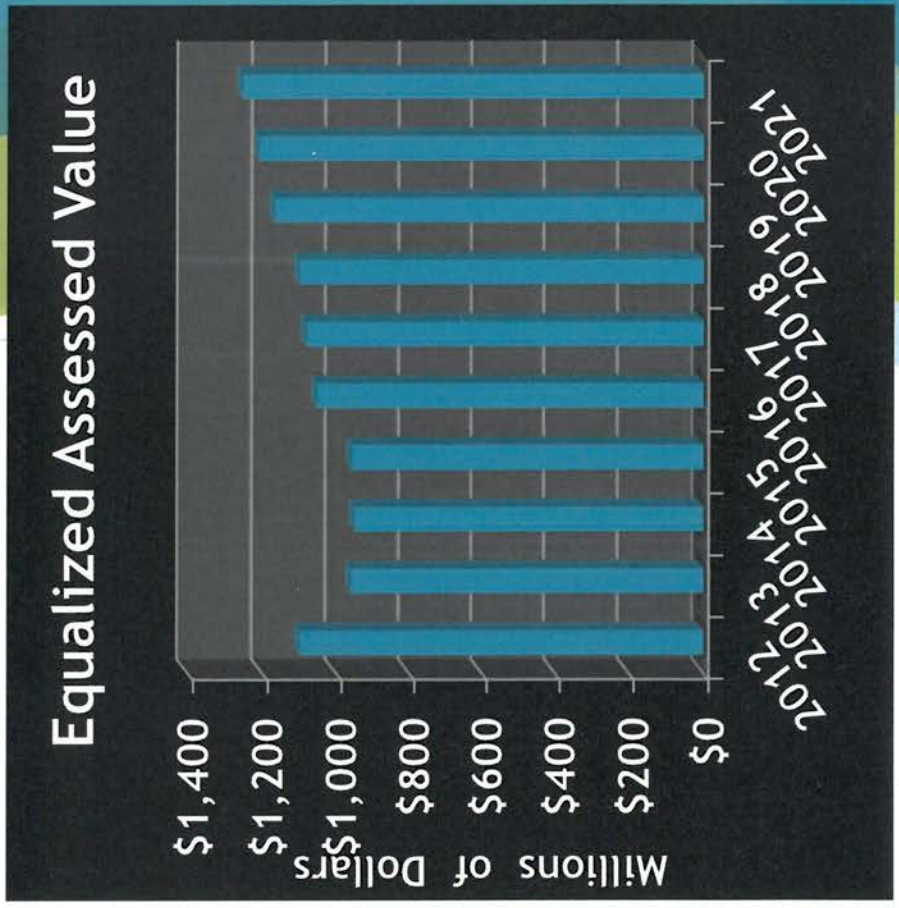
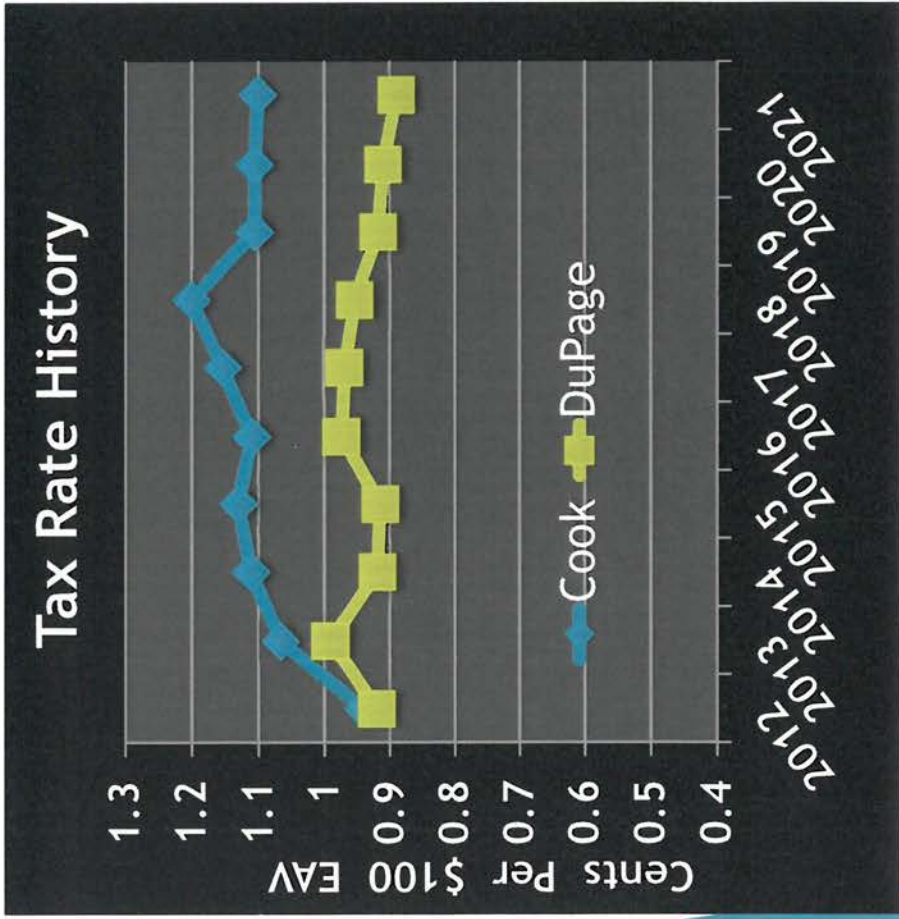
- 1. Dollar amount includes levy for General Corporate (+\$250,000), Police Pension (+\$377,477), Debt Service (-\$153,645)

- 2. Village's share of total property tax is about 10%

- 3. EAV is projected to increase about 4%

- 4. Estimated Cook rate = 1.10/\$100 - Estimated DuPage rate = .90/\$100. Increase to General Corporate levy for brush pickup

Property Tax Rates and EAV



FY 2022 Revenue Review

‡ Other Taxes - Income Tax

- \$4,560,000
- 5.3% of total revenue, 18% of General Fund
- \$238,000 increase from FY20/21 Budget
- 5% increase from FY20/21 Budget

1. Village receives revenue based on per capita rate and population of 41,208. IML's latest estimate for FY 2021 = \$110.70 per capita
2. The IML is assuming the state doesn't reduce the LGDF rate.
3. State of Illinois rate is 4.95% and municipalities receive just under 6% of this

FY 2022 Revenue Review

Other Taxes - Sales Tax

- \$3,400,000
 - 4% of total revenue, 13% of General Fund
 - \$825,000 increase from FY20/21 Budget
 - 32% increase from FY20/21 Budget
1. Village receives 1% tax of the 6.25% state rate on purchases made within the village
 2. Online tax on sales will be distributed as sales tax starting January 2021
It had been distributed on a per capita basis as use tax.
 3. Sales tax sharing agreements are reflected as expenditures in Administration dept budget entitled “Economic Incentives”
 4. Ace Hardware and Culver’s have sales tax incentives

FY 2022 Revenue Review

‡ Other Taxes - Home Rule Sales Tax

- \$2,380,000
- 3% of total revenue, 9% of General Fund
- \$390,000 increase from FY20/21 Budget
- 20% increase from FY20/21 Budget

1. Village receives 1% tax on general merchandise purchases made within the village and starting January 2021 on some online purchases delivered to Bartlett
2. Tax is collected by the state and distributed to the municipalities
3. Began July 2018
4. Replaced natural gas and electric utility taxes

FY 2022 Revenue Review

Other Taxes - Local Use Tax

- \$900,000
- 1% of total revenue, 3% of General Fund
- \$850,000 decrease from FY20/21 Budget
- 38% decrease from FY20/21 Budget

1. Village receives revenue based on per capita rate and population of 41,208. IML latest update = \$42.50 using their old method
2. Amazon began withholding sales tax in Illinois in 2015. Online tax collections will be distributed as sales tax starting with January 2021 activity
3. About 50% of use tax activity was moved to the sales tax budget

FY 2022 Revenue Review

- # Other Taxes - Real Estate Transfer Tax
 - \$850,000
 - 1% of total revenue, 3% of General Fund
 - Up \$50,000 from FY20/21 Budget

- 1. Commercial property sales have had positive results over the past five years. Almost 50% is from commercial sales with two sales accounting for \$220,000.

- 2. Average sale price of residential home was \$287,000

FY 2022 Revenue Review

- ‡ Other Taxes - Gaming Tax
 - \$250,000
 - 0.3% of total revenue, 1% of General Fund
 - No increase FY20/21 Budget

- 1. Revenue is used to fund economic incentives
- 2. Estimate for FY20/21 is \$125,000

FY 2022 Revenue Review

‡ Other Revenue - Development/Building Permits

- \$650,000
- 0.8% of total revenue, 2.5% of General Fund
- Increase of \$50,000 from FY20/21 Budget

1. Projected number of new residential permits is 30 up from 13 this year and 6 new commercial permits
2. Commercial and industrial permits have been waived or reduced to serve as an economic development incentive tool in the past
3. 3,000 miscellaneous permits are projected and are estimated to account for 56% of the permit revenue

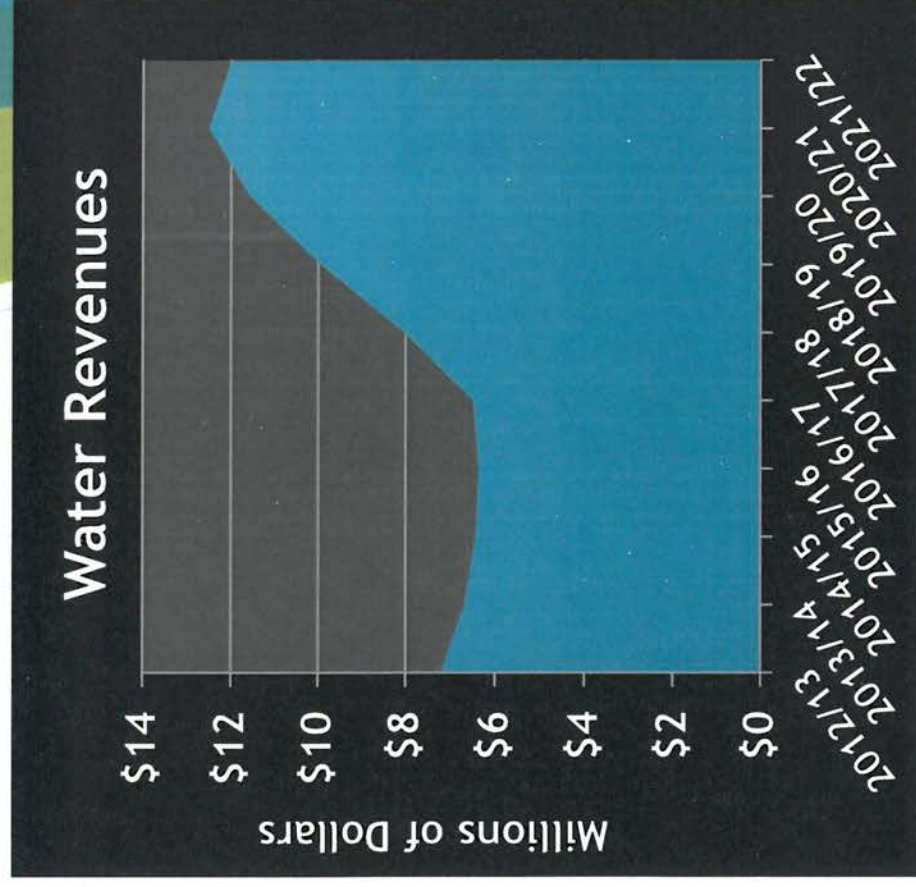
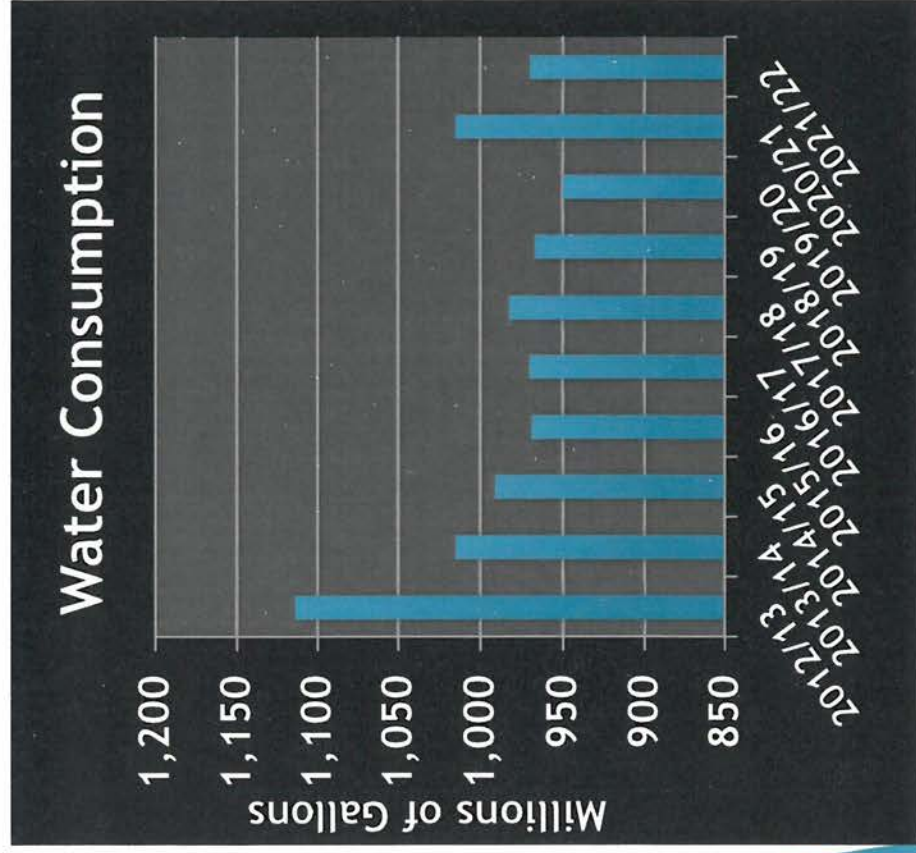
FY 2022 Revenue Review

‡ Service Charges - Water Sales

- \$12,000,000
- 14% of total revenue
- No increase from FY20/21 Budget

1. Revenue is based upon consumption average with no rate increase
2. Average residential monthly water bill in proposed budget is \$70.56 based upon 6,000 gallons of usage per month
3. Rates will continue to be reviewed as capital improvements are completed and consumption changes

Water Revenue and Consumption History



FY 2022 Revenue Review

‡ Service Charges - Sewer Sales

- \$6,075,000
- 7% of total revenue
- \$1,130,000 decrease from FY20/21 Budget
- 16% decrease from FY20/21 Budget

1. Increase was not implemented in 19/20. Planned increase 22/23
2. Debt service on WWTP loans expected to start fall of 2023
3. Average residential monthly sewer bill by county based on 6,000 gallons:
 - a) Cook = \$24.53/month
 - b) DuPage = \$43.24/month
 - c) Kane = \$19.19/month

FY 2022 Revenue Review

‡ Service Charges - Golf

- \$1,190,550
- 1.4 % of total revenue
- \$52,600 increase from FY20/21 Budget
- 5% increase from FY20/21 Budget

1. Proposed budget projects 31,750 rounds of golf, a 750 round increase from the FY 2020/21 budget. Projection is down 750 rounds from the current year estimate
2. Proposed revenue budget is 5% below 20/21 estimate
3. Pro shop sales are budgeted at \$86,750, down 5%

FY 2022 Revenue Review

- ‡ Service Charges - Food and Beverage
 - \$1,051,000
 - 1.2% of total revenue
 - \$17,000 increase from FY20/21 Budget
 - 2% increase from FY20/21 Budget

- 1. Actual revenue for 20/21 is projected to be \$349,000.
- 2. The budget reflects an increase due to events already booked for next year
- 3. Assumes large events will be allowed

Village of Bartlett FY 2021/22 Expenditure Review

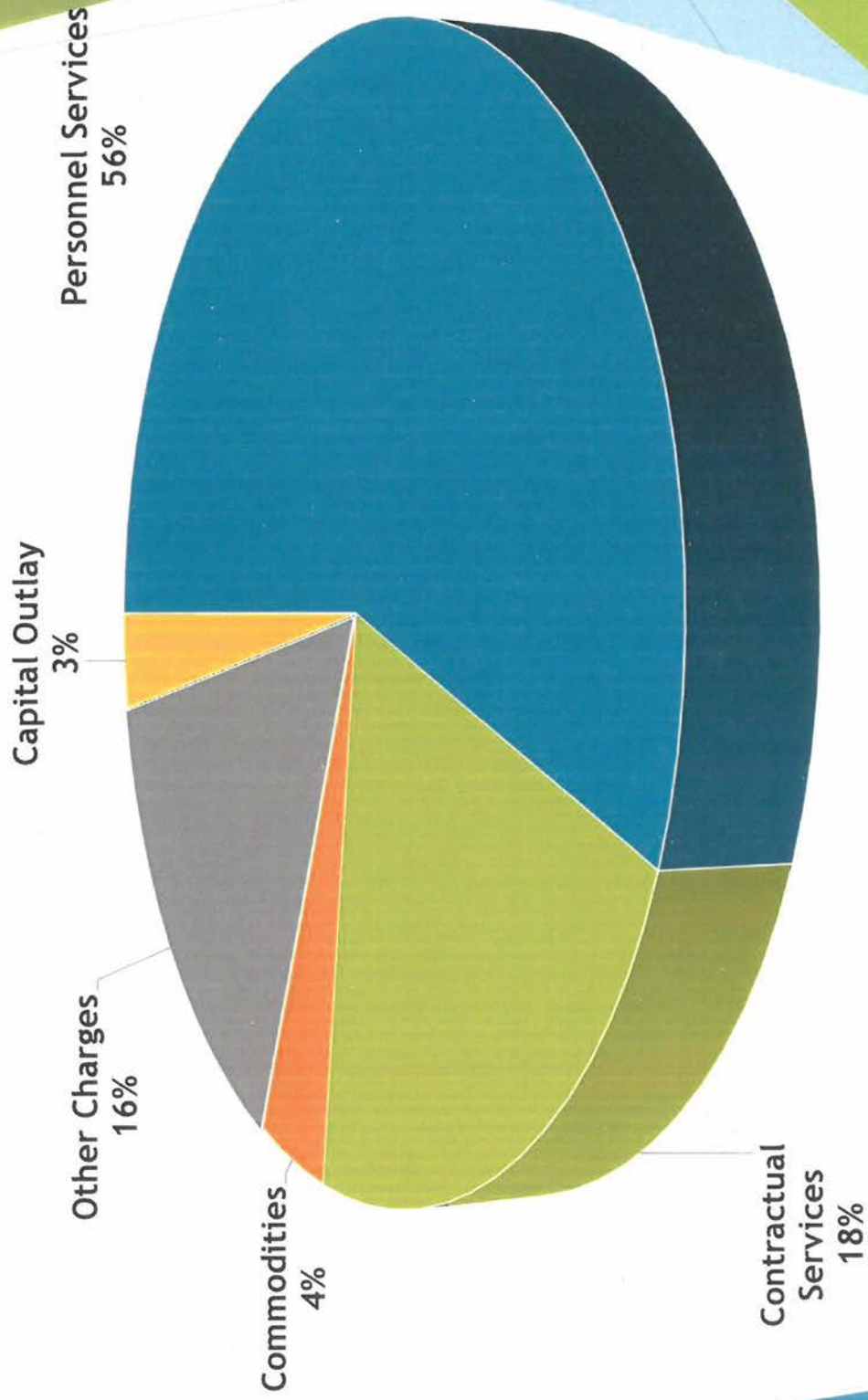


Operating Expenditures Total

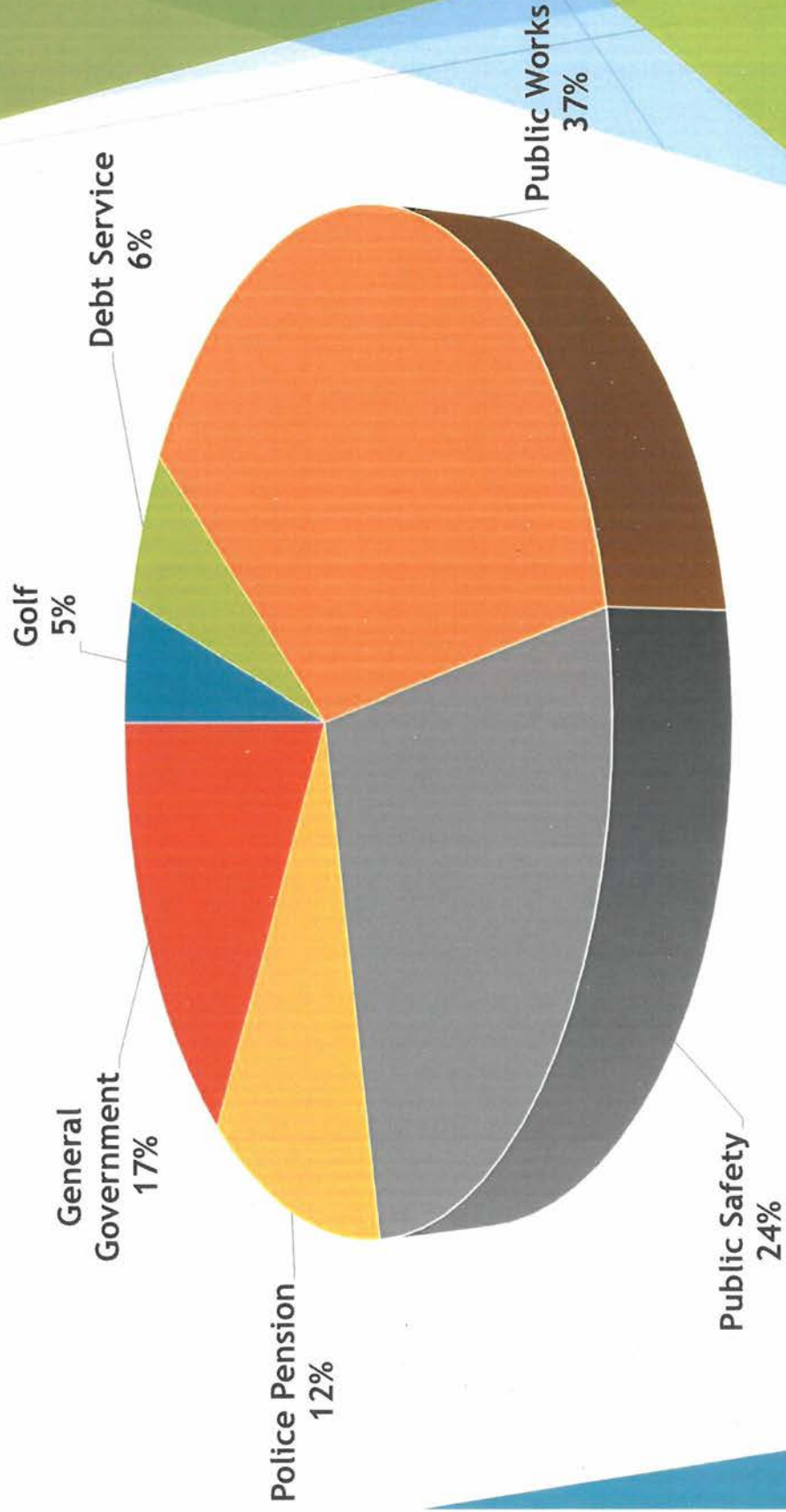
Proposed Operating Expenditures = \$53,187,892
Down from the FY20/21 estimate due to debt refunding



Operating Expenditures By Type



Operating Expenditures by Department



FY 2022 General Fund

- Estimated beginning cash balance \$13,426,607
 - Budgeted revenues \$24,784,497
 - Budgeted expenditures \$22,779,922
 - Net transfers (\$3,063,637)
 - Ending balance \$12,367,545
-
1. Budgeted use of available fund balance is \$1,059,062
 2. TR to Central Services \$1,072,082, up \$66,532 from prior year
 3. TR to Vehicle Replacement \$516,902, no change
 4. TR to Police Pension Fund \$2,067,903, equal to 2020 levy amount
 5. TR in from MFT/Water/Sewer/Parking/Golf \$593,250, no change
 6. Includes two additional police officers to maintain staffing level

FY 2022 Central Services

- Estimated beginning balance \$636,474
 - Annual transfer from departments \$1,456,404
 - Proposed budget for FY21/22 \$1,456,404
 - Ending balance \$636,474
-
1. Operating expenses for FY21/22 \$1,351,704
 2. Includes \$60,000 for village-wide technology master plan
 3. Machinery & Equipment for FY 21/22 is \$104,200

FY 2022 Vehicle Replacement

- Estimated beginning balance \$1,742,802
- Annual transfer from departments \$593,770
- Proposed budget for FY21/22 \$819,619
- Ending balance \$1,528,953
- Estimated expenses FY20/21 \$397,272

1. A total of 9 vehicles and 2 mowers are scheduled to be replaced in this budget
2. Six vehicles are still on order from the current year and not expected to be delivered until the 21/22 fiscal year

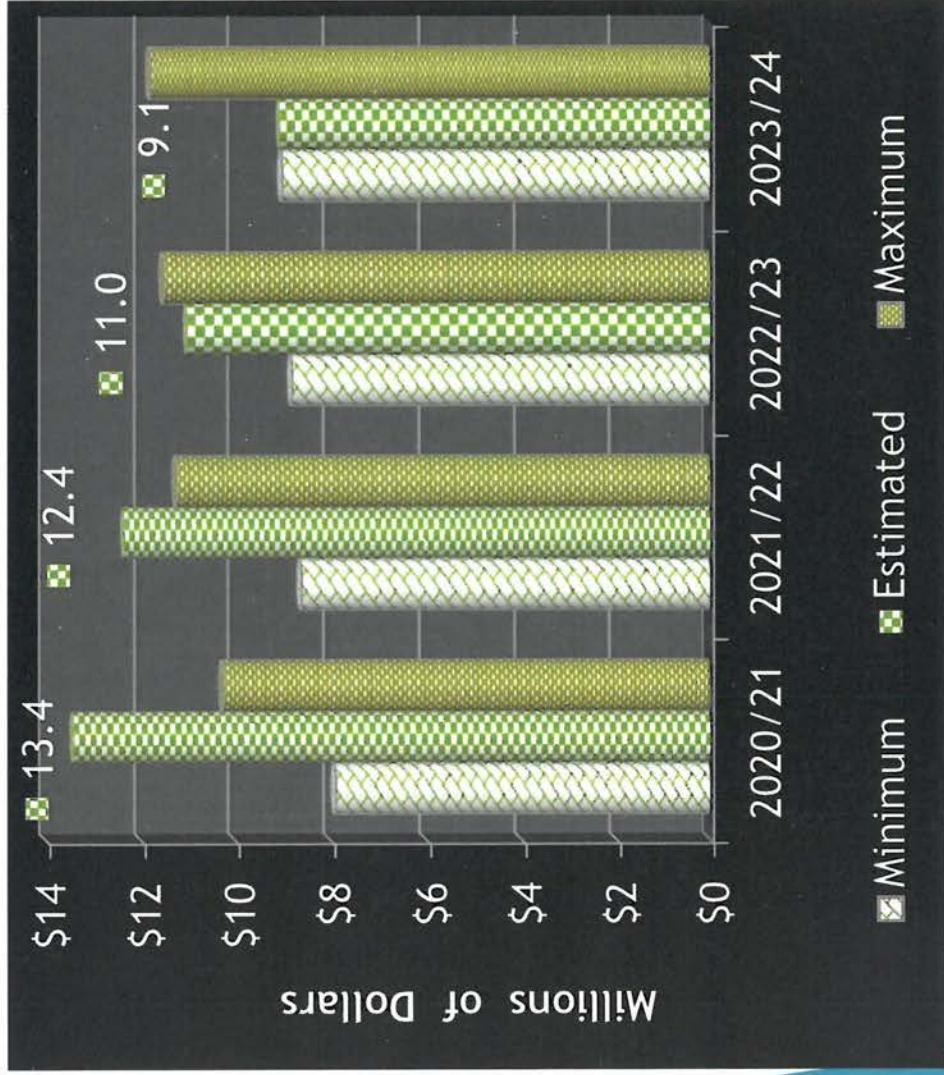
Budget Snapshot

- No new taxes or fees
- General property tax levy increased for brush pickup
- Non-union wage increase of 2.5% factored in
- Net of two employees being added
- No water or sewer rate increases
- Capital improvement projects totaling \$34 million

Village of Bartlett FY 2021/22 Fund Balance Review



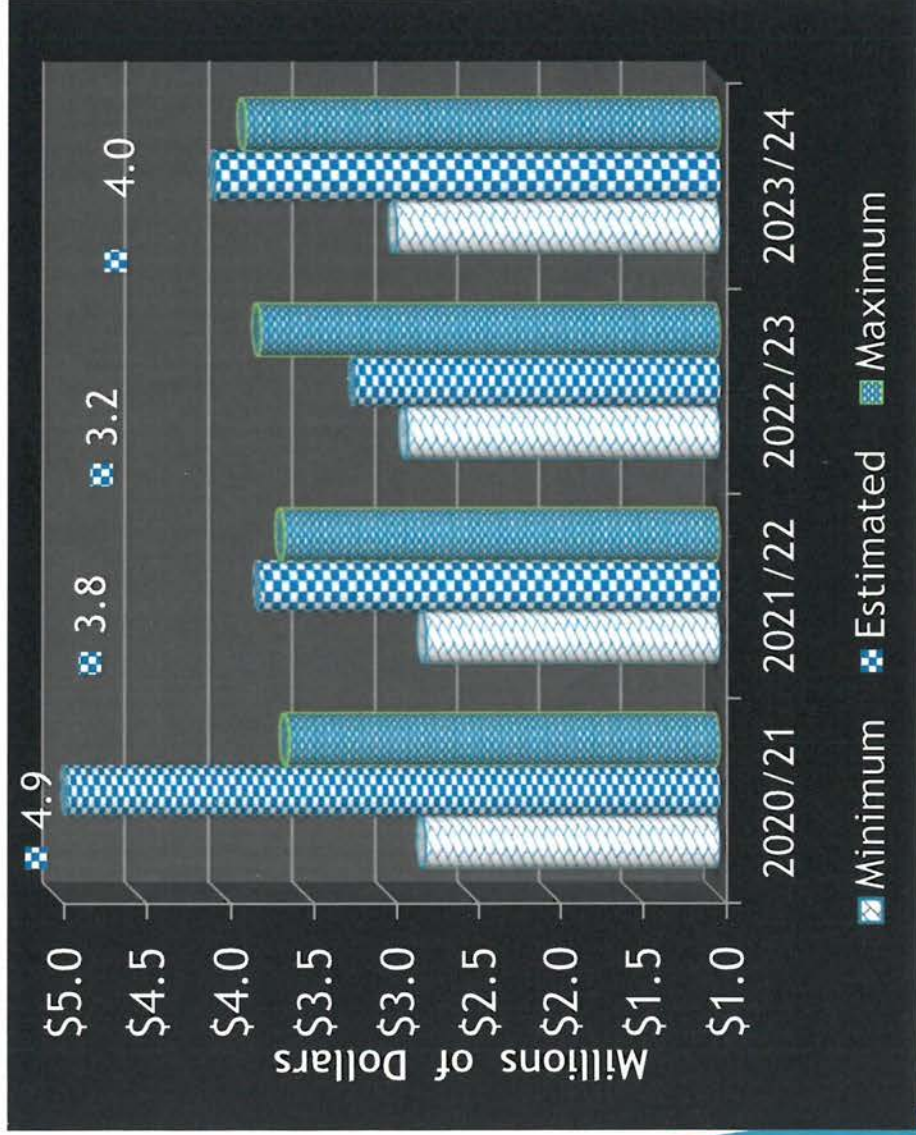
Fund Balance - General Fund



Policy

- 25 - 35% of operating expenditures
- Avg. increase in property tax levy and liabilities
- Designated reserves
- Restricted Funds

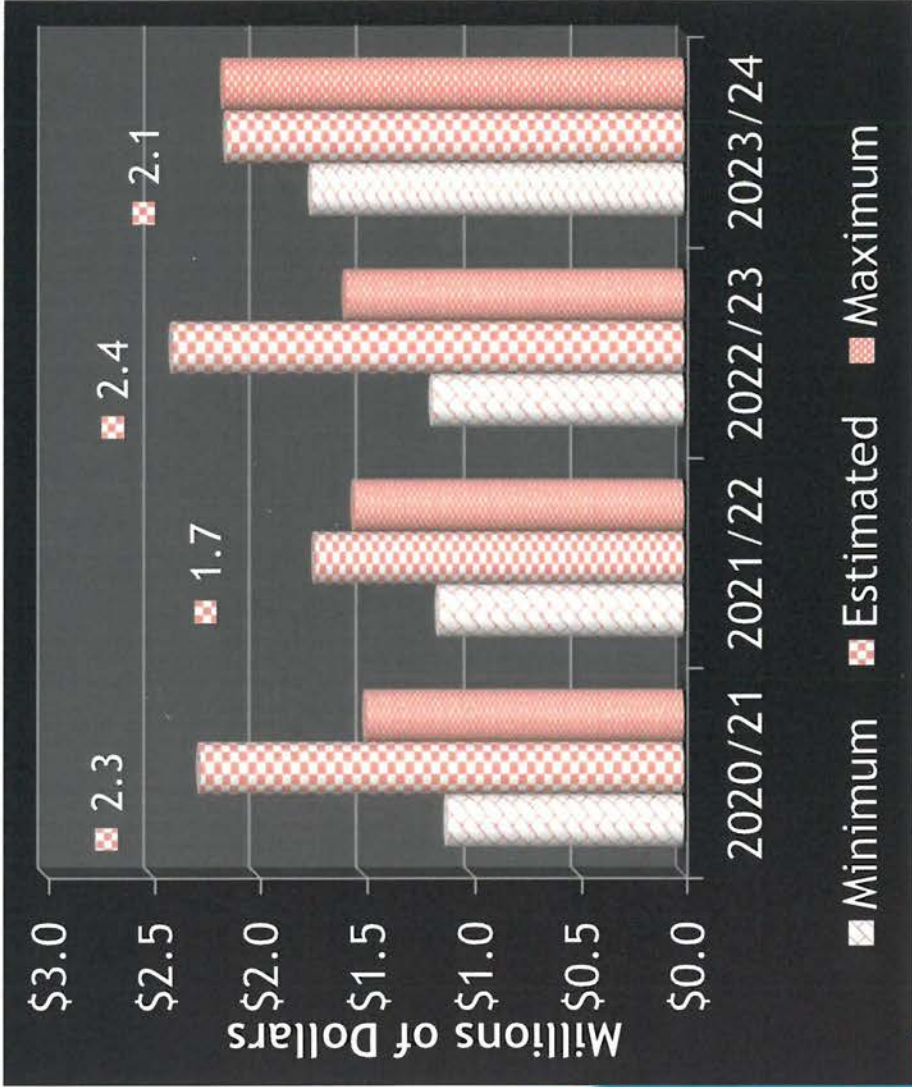
Fund Balance - Water Fund



Policy

- 25 - 35% of operating expenditures
- Designated reserves:
 - Radium Removal
 - Loan Payments
 - Capital Improvement

Fund Balance - Sewer Fund



Policy

- 25 - 35% of operating expenditures
- Designated reserves:
 - Debt Service
 - Capital Improvement Reserve