

**VILLAGE OF BARTLETT**  
**VILLAGE HALL, 228 S. MAIN STREET**  
**COMMITTEE AGENDA**  
**May 21, 2024**

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **TOWN HALL:** (Note: Three (3) minute time limit per person)
4. **STANDING COMMITTEE REPORTS:**
  - A. **BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN**
    1. Town Center Concept Discussion
  - B. **POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI**
    1. Amend Municipal Code Regarding Sidewalk Parking Regulations
  - C. **PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**
    1. Waste Hauler Contract
5. **ADJOURNMENT**



# Agenda Item Executive Summary

AGENDA ITEM: Town Center Concept Discussion BOARD OR COMMITTEE: Committee

## BUDGET IMPACT

Amount	\$	Budgeted	\$ 445,000 (total)
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Fund: General	Corresponding Activity Measure: N/A
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## EXECUTIVE SUMMARY

A discussion regarding the proposed Town Center improvements designed by Teska, who also designed the concept for the Depot Museum. If the board is in favor of the concept, we will proceed with working with an engineering firm and Teska to perform the design of the approved concept.

## ATTACHMENTS (PLEASE LIST)

Memo, Concept Plan

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Continue the business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett.

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

Staff: Tyler Isham, Assistant Director of Public Works

Date: May 13, 2024

# Memo

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**To:** Paula Schumacher, Village Administrator  
**From:** Tyler Isham, Assistant Director of Public Works  
**Subject:** **Town Center Concept Discussion**  
**Date:** May 13, 2024

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One goal of the Village's newly adopted Strategic Plan is to continue the business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate to Bartlett. In line with the objective of implementing downtown streetscape beautification and landscaping, staff has identified the Town Center as an area in need of revitalization.

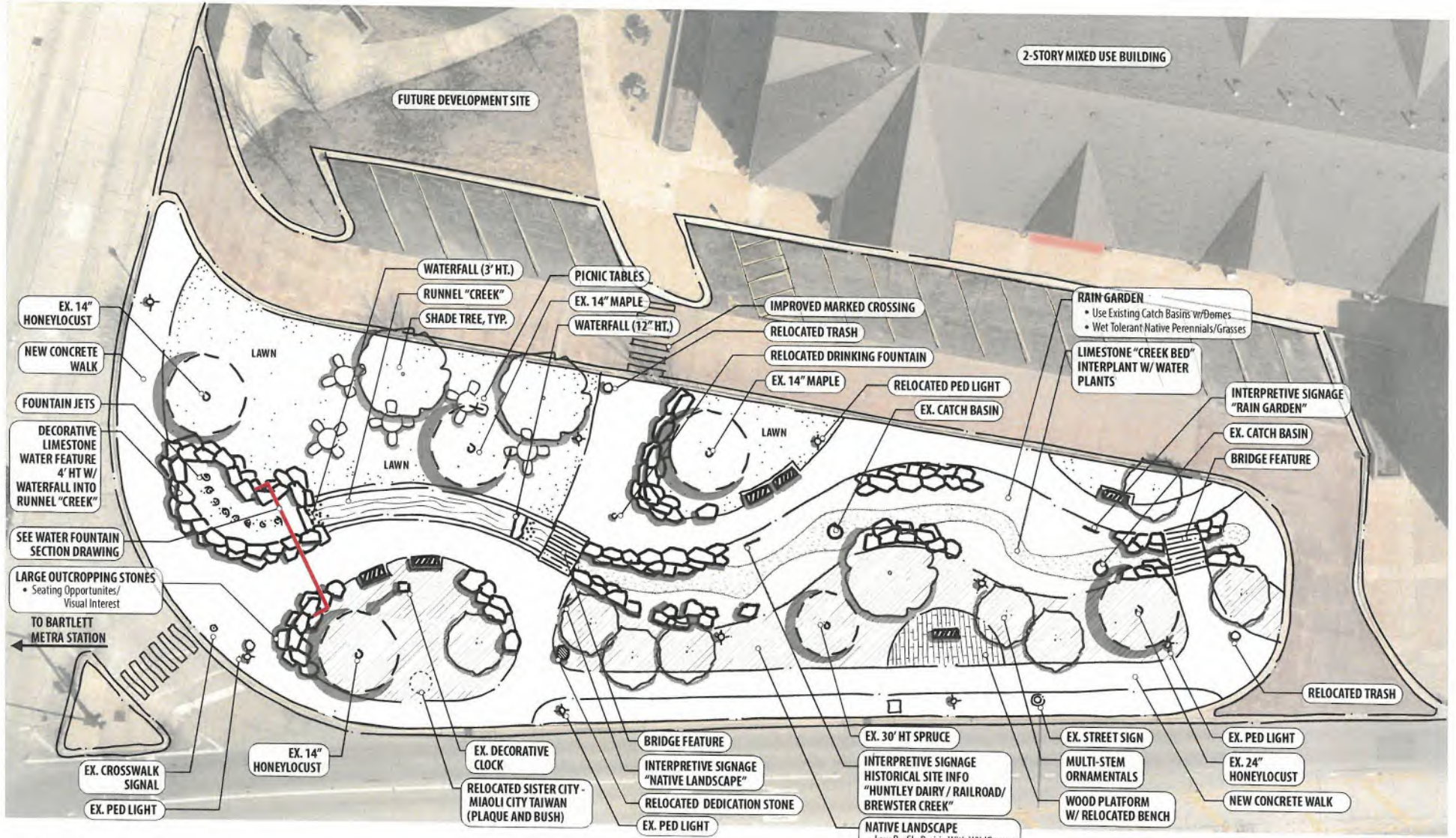
The Village began working with Teska Associates, Inc. in 2023 on a concept plan for the Depot Museum and Metra Landscape Enhancement Project. During this development process, Teska staff also gave valuable insight into the downtown sidewalk discussions that took place prior to the opening of MORE Brewing.

Based on Teska's expertise in municipal streetscapes and the quality of their design for the Depot Museum, the Village asked Teska to also develop a concept plan for the Town Center. The goal of this plan is to create a design that can be seamlessly incorporated into the Depot and Metra enhancements while establishing a cohesive look throughout downtown. During discussion regarding the project, it was decided to also include the extension of the sidewalk design from MORE Brewing east to the Fire Barn. Teska will also be incorporating a donated sculpture from a local artist into the design of the new streetscape. The concept put together by Teska along with a photo of the artists sculpture is attached for review.

Budget numbers are still being finalized, but they will need to be adjusted from what was previously approved. Staff has determined it will be more cost effective to do it in one project, as opposed to spread out over three years.

If the board is in favor of the concept, we will proceed with working with an engineering firm and Teska to perform the design and future construction of the approved concept.

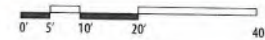




Village of Bartlett, Illinois

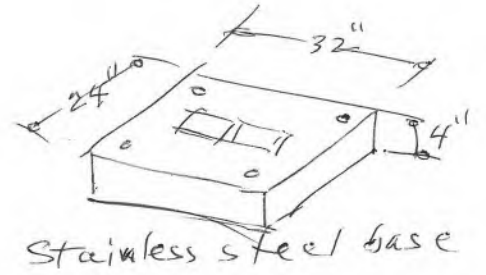
# Bartlett Town Center Plaza Concept Plan

Concept A



November 14, 2023





MINIMUM slab needed  
30" x 40" x 4"

Recommended slab  
CEMENT 36" x 44" x 5" high  
on 4" gravel for drainage

COMPANIONS II 2014  
stainless steel welded  
99" high w/base  
24 x 32 x 4" base  
body of piece 2.5" wide  
at widest point  $\frac{3}{4}$ " deep

Artist: Lambert Lucietto  
104 N. Western Ave  
Bartlett, IL 60103  
630-532-0487





# Agenda Item Executive Summary

**AGENDA ITEM:** An Ordinance Amending the Bartlett Municipal Code Regarding Parking on Sidewalk Restrictions

**BOARD OR COMMITTEE:** Committee

## BUDGET IMPACT

<b>Amount</b>	\$ 0	<b>Budgeted</b>	\$ 0
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**Fund:** Corresponding Activity Measure: Police Department Addressing Parking on Sidewalk Complaints

## EXECUTIVE SUMMARY

The police department is requesting an amendment to Section 6-11-1304 of the Village Code, "Additional Parking Regulations", of Part 11-1300, "Stopping, Standing, and Parking," of Title 6 "Motor Vehicles and Traffic." This proposed amendment to the Village Code would provide clear expectations for residents to relocate their vehicles from parking across a residential sidewalk during peak daytime hours but allow residents to park vehicles across the sidewalk during overnight hours when there is generally less pedestrian traffic.

The police department would like to amend Section 6-11-1304 of the Village Code and propose Section 6-11-1304.16, "Parking on Sidewalk Restrictions," that impose time restrictions of 7:00 AM to 9:00 PM Monday through Friday, and 9:00 AM to 9:00 PM on Saturday and Sundays in residential zoning districts. Section 7-1-8 would not be revised or removed, as it applies to obstructions and supports the new sections as it provides that there cannot be any obstructions unless authorized by ordinance, which the proposed ordinance amendment contains.

## ATTACHMENTS (PLEASE LIST)

Police Department Memorandum  
Ordinance

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: CONTINUE TO ENHANCE AND IMPROVE EFFICIENCY OF SERVICE DELIVERY METHODS AND APPROACHES

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:**

Staff: Kyle Rybaski, Commander

Date: May 6, 2024

**POLICE DEPARTMENT MEMORANDUM**

**24-16**

**DATE:** May 6, 2024

**TO:** Paula Schumacher, Village Administrator

**FROM:** Kyle Rybaski, Commander

**RE:** Ordinance Amending the Bartlett Municipal Code Regarding Sidewalk Parking Regulations

The police department is requesting an amendment to Section 6-11-1304 of the Village Code, "Additional Parking Regulations," of Part 11-1300, "Stopping, Standing, and Parking," of Title 6 "Motor Vehicles and Traffic." This proposed amendment to the Village Code would provide clear expectations for residents to relocate their vehicles from parking across a residential sidewalk during peak daytime hours but allow residents to park vehicles across the sidewalk during overnight hours when there is generally less pedestrian traffic.

Currently, the Village has an ordinance prohibiting parking on sidewalks under Section 7-1-8, as it applies to obstructions and, more generally, rights-of-way. This ordinance reads, "Obstruction: It shall be unlawful for any person to cause, create or maintain any obstruction of any street, alley, sidewalk or other public way except as may be specifically authorized by ordinance or by the Director of Public Works."

The police department continues to receive complaints about residents parking their vehicles across a residential sidewalk, preventing children from safely using the sidewalk to go to and from school. Bartlett residents also complain that they must park across the sidewalk to fit all their vehicles in their driveway overnight and keep the street clear.

After researching surrounding communities, including Carol Stream, Hanover Park, and Streamwood that have established a timeframe written in the ordinance to not allow parking on sidewalks during daytime hours when families commonly use sidewalks. Therefore, the police department would like to amend Section 6-11-1304 of the Village Code to include "Parking on Sidewalk Restrictions" that impose time restrictions of 7:00 AM to 9:00 PM, Monday through Friday, and 9:00 AM to 9:00 PM on Saturday and Sunday.

The proposed amendment, Section 6-11-1304.16 "Parking on Sidewalk Restrictions," would include a general prohibition on blocking sidewalks that applies to all properties and a second section that specifically allows overnight parking on sidewalks between the hours of 9:00 PM to 7:00 AM on Monday through Friday and 9:00 PM to 9:00 AM on Saturday and Sunday in residential zoning districts. Section 7-1-8 would not be revised or removed, as it applies to obstructions and supports the new sections as it provides that there cannot be any obstructions unless authorized by ordinance, which the proposed ordinance amendment contains.



ORDINANCE 2024 - \_\_\_\_\_

AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE REGARDING  
SIDEWALK PARKING REGULATIONS

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**WHEREAS**, the Village of Bartlett ("**Village**") is an Illinois home rule municipal corporation organized and operating pursuant to Article VII of the Illinois Constitution of 1970, and has the authority to exercise any power and perform any function pertaining to its government and affairs except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

**WHEREAS**, the Village has previously adopted regulations prohibiting the obstruction of public sidewalks by parked vehicles; and

**WHEREAS**, the Village finds that it is in the public interest to revise and clarify the Village's sidewalk parking regulations to prevent residents from obstructing sidewalks with stopped, standing, or parked vehicles during designated daytime hours only.

**NOW, THEREFORE, BE IT ORDAINED** by the Village Board of Trustees of the Village of Bartlett, DuPage, Kane, and Cook Counties, Illinois, pursuant to its home rule authority, as follows:

**SECTION 1. Recitals.** The recitals set forth above are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

**SECTION 2. Amendment to Section 6-11-1304 of the Village Code.** That Section 6-11-1304, "Additional Parking Regulations," of Part 11-1300, "Stopping, Standing, and Parking," of Title 6 "Motor Vehicles and Traffic," of the Bartlett Municipal Code is hereby amended as follows (additions in **bold and underline**, deletions in **~~bold and strikethrough~~**):

**"6-11-1304.16: Parking on Sidewalk Restrictions:**

- A. No person shall stop, stand, or park a vehicle on or across any public sidewalk except as otherwise provided in this Code. At no time shall any portion of a parked vehicle extend into any street.**
- B. In residential zoning districts, no person shall stop, stand, or park a vehicle on or across any public sidewalk between the hours of seven o'clock (7:00) AM and nine o'clock (9:00) PM from Monday through Friday; and between the hours of nine o'clock (9:00) AM and nine o'clock (9:00) PM from Saturday to Sunday. At no time shall any portion of a parked vehicle extend into any street."**

**SECTION 3. Severability.** The various provisions of this Ordinance are to be considered as severable, and if any Court of competent jurisdiction shall hold any part or portion of this Ordinance invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance.

**SECTION 4. Repeal and Saving Clause.** All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or cause of action which shall have accrued to the Village of Bartlett prior to the effective date of this Ordinance.

**SECTION 5. Effective Date.** This Ordinance shall be in full force and effect after its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Kevin Wallace, Village President

ATTEST:

\_\_\_\_\_  
Lorna Giles, Village Clerk

#### CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024- \_\_\_\_\_ enacted on April, \_\_, 2024, and approved on April, \_\_, 2024, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk



# Agenda Item Executive Summary

AGENDA ITEM: Waste Hauler Contract

BOARD OR COMMITTEE: Committee

## BUDGET IMPACT

Amount \$N/A Budgeted \$ N/A

Fund: N/A Corresponding Activity Measure:

## EXECUTIVE SUMMARY

Staff is recommending the village extends its contract with Groot Industries for waste management services for another five years, with the current agreement set to expire on December 31, 2024. Initially awarded in October 2017 following a competitive RFP process, the proposed extension includes a one-year rate freeze, and two-year rate freeze for seniors, followed by annual increases of 3.5%. Notably, the price for yard waste stickers will remain unchanged at \$2.00 for the duration of the contract, representing a consistent rate and priced where they were approximately twenty years ago. Groot will also continue to provide bundled brush collection and electronics recycling at no additional cost.

The only non-price point change that will be proposed in the contract is to have Groot memorialize their ongoing sanitation assistance for several years to different civic groups for various events. They have always stepped up to provide this assistance via good will, these contributions will now be formalized within the contract.

Pending agreement on the proposed terms, the extension will be presented to the board for approval. Staff's recommendation is based on thorough market analysis, assessments of neighboring communities, and a low complaint volume swiftly addressed by Groot.

## ATTACHMENTS (PLEASE LIST)

Memo

Price Points

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Continue to enhance and improve efficiency of service and delivery methods and approaches.

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

### ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

### MOTION:

Staff: Scott Skrycki, Asst. Village Administrator

Date:

May 14, 2024



# Memorandum

**To:** Paula Schumacher, Village Administrator  
**From:** Scott Skrycki, Assistant Village Administrator  
Samuel Hughes, Sr. Management Analyst  
**Date:** 5/31/2022  
**Re:** Waste Hauler Extension Proposal

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The Village's most recent contract with Groot Industries for refuse, recycling, and yard waste collection is set to expire on December 31, 2024. This contract, awarded to GROOT in October 2017 following an RFP process, included an initial term plus an additional two-year agreement. Staff now proposes extending the contract for another five years, based on the terms outlined in the chart and narrative below.

The proposal indicates no increase in any category for the first year, with seniors enjoying a freeze for two years. Following this period, rates will incrementally rise by 3.5% annually. Notably, the yard waste sticker price will remain at \$2.00 for the entirety of the contract, marking no adjustments over the five-year term. This price aligns with rates set approximately 20 years ago. Additionally, Groot will continue to provide weekly bundled brush collection and electronics recycling, services included in the prior contract at no extra cost.

When analyzing the cost to the residents, staff looked at approximately six other municipal contracts, including three adjacent communities. The current price point falls within the median range of these communities. However, the makeup of the contracts does not necessarily allow for a direct apples-to-apples comparison, as communities may or may not offer ancillary programs such as electronics recycling, white goods disposal, extra bags outside of the bin, bundled brush pickup, and variable sticker prices. Variations also include the number of days the waste hauler operates within the municipality, which ranges from one to four days. Currently, Bartlett offers single-day pickup and offers all the above services without additional cost other than the \$2 sticker.

Beyond pricing, the contract reflects efforts to formalize the sanitation assistance Groot has consistently offered as a goodwill gesture for various community events. Existing long-standing events are already in the framework of the agreement, but Groot has agreed to incorporate the new ones.

Pending agreement on the terms/pricing outlined, a contract extension document will be returned to the board for approval. Given market conditions, an assessment of neighboring communities, and the minimal complaint volume, which is promptly addressed, staff recommends a five-year extension with Groot.

Proposed Price

	2018	2019	2020	2021	2022	2023	2024	2025	2026	2027	2028	2029
Single Family	19.35	19.85	20.36	20.98	21.62	21.62	22.27	22.27	23.05	23.86	24.69	25.56
Single Family Senior	17.51	17.96	18.43	18.99	19.57	19.57	20.04	20.04	20.04	20.74	21.47	22.22
Multi Family	17.51	17.96	18.73	18.99	19.57	19.57	20.04	20.04	20.74	21.47	22.22	23.00
Multi Family Senior	15.86	16.27	16.69	17.20	17.73	17.73	18.26	18.26	18.26	18.90	19.56	20.25
Multi Family Centralized	13.31	13.65	14.00	14.42	14.86	14.86	15.31	15.31	15.85	16.40	16.97	17.57
Multi Family Cent. Senior	12.03	12.34	12.66	13.04	13.44	13.44	13.78	13.78	13.78	14.26	14.76	15.28
Yard Waste Sticker	2.50	2.75	3.00	3.25	3.50	2.00	2.00	2.00	2.00	2.00	2.00	2.00