



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
August 16, 2016**

President Wallace called the Committee of the Whole meeting to order at 8:05 p.m.

PRESENT: Trustee Arends, Camerer, Carbonaro, Hopkins, Reinke, and President Wallace

ABSENT: Trustee Deyne

ALSO PRESENT: Village Administrator Valerie Salmons, Assistant Administrator Paula Schumacher, Assistant to the Village Administrator Scott Skrycki, Finance Director Jeff Martynowicz, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Community Development Director Jim Plonczynski, Assistant Community Development Director Roberta Grill, Building Director Brian Goralski, Head Golf Professional Phil Lenz, Police Chief Kent Williams, Village Attorney Bryan Mraz and Village Clerk Lorna Giless.

PLANNING & ZONING COMMITTEE

President Wallace stated that due to a conflict of interest Trustee Hopkins would chair the first item under Planning & Zoning.

RLE Bartlett

Trustee Hopkins stated that the petitioner is requesting an Annexation, Rezoning the north lot and the cell tower lot, upon annexation, from the ER-1 (Estate Residence) to the B-3 (Neighborhood Shopping) Zoning District, Special Uses for motor home sales and major repairs, automobile and trucks mechanical and body repair, storage of vehicles associated with the use of the property and Site Plan Review.

The Plan Commission reviewed the application and conducted a Public Hearing at their meeting on July 14, 2016. The Commission recommended approval subject to the conditions and Findings of Fact outlined in the staff report.

Community Development Director Jim Plonczynski stated that they are annexing a small piece of property that is north of their current location which will bring them up to the Streamwood boundary. The Site Plan which is the old Motor Homes Unlimited property, the petitioner will renovate two buildings on the property into auto repair/service and body work. The primary use of the rest of the property will be stormwater detention for the development he has to the west which is Elgin Toyota. They will also store their vehicles owned the Toyota dealer. On the north end of the property will be some stock piling of material that will come from the detention basin. The Village of Streamwood and the Village of Bartlett will both get connection to the water system through the easement. It will be an interconnect between the two



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communities and we will have a shared agreement with the petitioner that will allow for the oversized connect and have an emergency connection with Streamwood on the north end.

Trustee Hopkins thanked the petitioner for cleaning up the property and developing it.

Trustee Carbonaro asked if they will need a pump station since this is our emergency connect to JAWA.

Public Works Director Dan Dinges stated that they were talking with Streamwood and are just looking to make the connection. They are still looking at both models to see how pressure-wise this would work. They may have to put in a pump station to feed either direction but right now getting the connection is the key point.

Trustee Hopkins stated that they will forward this to the Village Board.

Mr. Plonczynski stated that they will do a public hearing on the annexation agreement at the Village Board and the rest will follow with an ordinance for the zoning, annexation and an annexation agreement.

Trustee Reinke asked the record to reflect that he took no part in the above discussion.

Downtown TOD PLAN

Trustee Reinke presented the Downtown TOD Plan.

Mr. Plonczynski stated that they have Christine Carlyle from Solomon Cordwell Buenz (SCB) and Cindy Fish from Fish Transportation Group there this evening. He stated that they gave their presentation at a previous meeting and since then it was forwarded on to a special combined Public Hearing with the Economic Development Commission, Zoning Board of Appeals and Plan Commission on July 14, 2016. The combined commissions recommended in favor of the TOD Plan to the Village Board.

Trustee Reinke quoted Ms. Carlyle whereas she stated “the economic development associated with commuters is very minimal for the town itself”. He stated that this is one of the discussions that they have had in various forms. They want to see that the commuters are a source of economic development for us. At the same time they are kind of puzzled because we can’t keep a coffee shop in the train station thriving. He asked her to elaborate the notion that maybe the commuters are not doing what we think they might do.

Christine Carlyle, Solomon Cordwell Buenz stated that Bartlett is not uncommon for many of the commuter stations. People are in a hurry to get home and tend to go



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directly to their cars. They have been studying train stations in a variety of places. Their analyst has a lot of data and expenditures are not high with the commuters. It just tends to be the trend. There are more people from the community using the downtown and that is key to make it a place where people want to come and see that there is activity and gathering places. This is where most of the economic development is today in the food and beverage area.

President Wallace stated that there was some concerns about eliminating parking spaces. He felt that the people getting on the train are not supporting the downtown anyway. Is that a fair statement?

Ms. Carlyle stated that there was not a lot of evidence that they are getting retail sales out of them. At the same time, having some convenience to the train station that is in walkable areas, is what they looked at. They are not eliminating any of the parking spaces, they are moving them to allow for prime real estate to be developed that will add more value to the downtown in terms of residential and some retail.

Trustee Reinke stated that the Metra parking is 85% occupied today but by 2040 they may need an additional 150-200 spaces and/or parking structure. That has its own set of challenges. They would need something like that if we were to increase the residential density downtown.

Ms. Carlyle stated that is correct. It's not a tremendous amount of units but will add critical mass in terms people living here that will then support your neighborhood serving retail. All the phasing of the parking was done in sequence. There is a lot of land that Metra owns right now north of the Senior Flexonics site and that has been identified as a potential parking area.

Trustee Reinke stated that he liked the incremental approach because, in his experience, that is how development works. You can't create a plan and then everything is done right away.

Ms. Carlyle stated that she is a strong incrementalist, it is a sequence issue and you will get the most reward out of doing that.

Trustee Reinke stated that they tried to pin her down as to whether there was a particular project or "keystone". He felt that she gave on that and talked about Bartlett Plaza because a representative from CBRE was there and indicated interest. He asked her how that spurs all the other development and how is it a keystone.

Ms. Carlyle stated that it is in sending a message that there is new development taking place and to be able to fill what has been a vacant property. That is a key component through setting a new message for the Village and would be a prime site for residential



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as well. You have a willing property owner who is interested in that and they are represented by a brokerage firm. There is a lot of good stories to go with that and a lot of excess land, especially in the parking area that is not utilized. There could be many different benefits for that particular property and would have a spin off effect and catalyst for the downtown. The other properties will have some infrastructure to look at, movement of parking spaces and sequential things.

President Wallace stated that he liked the pliability of the plan. You have a starting point and work your way into what the residents are supporting. There are a lot of great ideas in the plan.

Trustee Reinke stated that he wished they had this when they voted on the TIF.

President Wallace stated that it was a good point.

Trustee Reinke asked how important the TIF was to the Plan.

Ms. Carlyle stated that from the development communities point of view, it is very important. You compete with other communities in terms of bringing developers in that will be looking at certain price points in terms of infrastructure and preparing for development. A TIF can really help in making sure it pencils out, which is looking at the performance for the property. It has other benefits such as starting the process sooner and bringing in developers and competitive edge to your neighboring communities.

Trustee Hopkins asked about the "super block".

Ms. Carlyle stated that there was a tendency in the 1960's to think about large tracks of land and not recognize that there was an existing block pattern. A shopping center takes up a lot of land and cuts off streets and limits your circulation. If you start to have some thru streets in there you have multiple routes to get from point A to B and not just relying on Main Street and having to circle around to Prospect. It's a big opportunity to make a downtown scale in street and block and will be a hybrid of having your shopping center plus new development that can add a more walkable quality to the downtown which is what everyone is looking for these days. It will provide greater parcels for development and access to them.

Trustee Reinke stated that breaking up that super block is going to be very scary for a lot of people. If we are committed to changing the downtown, something has to give. We can't keep everything the same and change it all.

Ms. Carlyle stated that this area was a former industrial zone. As you move towards that walkable downtown you will have to do things to make that happen. Each road piece can be done with associated development.



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Trustee Camerer stated that he has a vested interest in the Bartlett Plaza region, he was a little concerned of how they come to the determination that we need so many rental apartments that we would tear down a shopping center to replace with apartments. What were the findings based on and which cities?

Ms. Carlyle stated that they had a study (Goodwin Williams) that looked at the demographics. They have found with many communities that they are not starter properties anymore, no place for empty nesters to go or people who want to stay in the community. The Village has 98-99% occupancy in its current apartment rentals. There is a demand and it's regionally as well. You need to look at the type of development and assure that there is high quality coming in. There is a demand for apartments and it is based on price points. They are beginning to see condos come back as well.

Trustee Hopkins asked how important the bike recommendations were that are in the Plan.

Ms. Carlyle stated that she worked with Cindy Fish and she is the transportation expert. From the people side, it is very important. They had a lot of people attending the meetings to assure that we had those bike recommendations and that the downtown was bike-able and you could get there as a destination. Part of what they were looking at was how you get through the downtown on a bicycle and ensuring it was a safe route.

Cindy Fish, Fish Transportation Group stated that Terry Witt was very active in her group and helped them come up with these recommendations. Access into the downtown was very important as a way of not needing your vehicle, particularly with commuters.

President Wallace stated that when you go into downtown Naperville they have a bike lane that is heading downtown. They don't have room for parking because there are too many restaurants.

Trustee Hopkins stated that another item in the Plan is to establish a 25 MPH speed limit on all roadways in downtown Bartlett as well as Oak and Main. Do you see that happening?

Chief Williams stated that it was the Boards decision and they would enforce whatever the Board passes. When the time comes and that seems beneficial, they can consider that and put an ordinance out.

Trustee Hopkins asked if they write a lot of tickets on Main and Oak?

Chief Williams stated that they do not.



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Ms. Fish stated that they included that just to change the feel of when you come into the downtown. It should be a slower speed, multi-modal, complete streets. They want it to have a downtown feel and not just a bypass route.

Trustee Reinke stated that is one of the benefits of the complete streets model. Over by the Elgin City Hall they have that bike lane and it tends to squeeze you together but also slow you down.

Trustee Camerer talked about Main Street and Devon and asked for comments on the “new commercial” lots on the maps. He didn’t see how they had new commercial property when you have the CVS and the bank on the corner.

Ms. Carlyle stated that there is an opportunity for some in-fill in those locations. There is a lot of space. She mentioned eliminating some of the parking through there to create more of a street wall for new commercial and then finding other parking behind it and being more efficient in your parking layouts. Whereas, you park behind the buildings and you have more of a frontage that creates that walkable zone. These again are as the opportunities present themselves. Having a sea of parking in front of your buildings doesn’t create a walkable environment. Anything that gets pulled more to the streetscape side of things, helps to add that continuity along Main Street as well.

Trustee Camerer stated that he drives this every day and there’s just not that much distance between the bank and CVS. He didn’t know what you could put there but it would not be much as far as a new commercial development. If you go to the north of it then you are talking about taking out a dental office or physicians office.

President Wallace stated that his office was clear back off the road now so that’s the idea. They are not going to build it yet.

Trustee Camerer stated that he realized that but he wanted everyone to realize that this is not as clean cut as everyone wants to make it sound.

Trustee Carbonaro stated that it’s a vision.

Trustee Reinke stated that development operates in very subtle ways so if we start to see a change in the downtown and then suddenly as a developer it makes sense to me to buy that strip mall and tear it down and perhaps, build up. Over time (decades), we may see the change that we all wanted so badly for the downtown.

Trustee Camerer stated that he was not opposed to it. He just thought that there was more to it than meets the eye and he was concerned about some of the allocation of commercial properties and things of that nature that he did not see the space for.



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Trustee Reinke and the Board agreed to forward this onto the Village Board.

FINANCE COMMITTEE

In the absence of Trustee Deyne, President Wallace asked the Finance Director to present the following item.

Senior Utility Tax Rebate Discussion

Finance Director Jeff Martynowicz stated that a couple of months ago, the Board asked to have a discussion over the senior utility tax rebate. He stated that they reduced the electric and gas utility tax by \$1,000,000 with cuts of \$300,000 in 2014 and \$700,000 in 2015. With the last reduction going into effect on May 1, 2016. During the implementation of the utility taxes in 2012, the Board established a \$30 senior citizen utility tax rebate. At that time, they estimated a single family household would pay \$85 per year. In total, these utility taxes have been cut by 58% from the original amounts. The annual expense for the senior rebates is budgeted at \$59,000. Staff did offer two options for the Board to consider: (1) eliminate the rebate or (2) reduce the rebate by a similar percentage to the reduction in both of the utility taxes.

Trustee Hopkins asked how a senior gets a rebate.

Mr. Martynowicz stated that back in 2012 they filled out an application and they kept that application on file and cross reference the water billing database. They send out the checks annually by verifying who is still in that database. If a new resident turns of age they can come in and fill out the application to be eligible for the rebate.

Trustee Hopkins asked if it was possible for a senior not to use \$30 in a tax and still get a \$30 credit?

Mr. Martynowicz stated "yes".

Trustee Camerer asked if the seniors have counted on this rebate from the Village?

Mr. Martynowicz stated that they don't get a lot of feedback from the seniors because the checks are automatically sent.

President Wallace asked how much manpower it would take to pro-rate it on a percentage?



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Mr. Martynowicz stated that they cut about 2,000 checks per year annually. They are almost at \$60,000 in expenses. They start gearing up in May and then send out checks in June. It does take some time and effort for staff to do it.

President Wallace asked if it would be complicated to go bill by bill and use the percentage on what they would be receiving versus the \$30 flat amount.

Mr. Martynowicz stated that he would recommend a flat amount.

Trustee Arends stated that they are considering cutting the senior rebate of \$30 by 59% which is \$17.

Mr. Martynowicz stated that it was just a recommendation.

Trustee Reinke re-stated the choices: eliminate it, reduce the amount or keep it the same.

President Wallace asked if from a manpower standpoint, are we spending two salaries to send these checks out?

Mr. Martynowicz stated that it is a group effort. You have to review the water billing database, create a database report, accounts payable enters it into the system and cuts all the checks. They also have the process of reconciling the bank statements each month, tracking all those checks. There is inevitably phone calls, etc. so collectively for about six weeks it's a fair amount of work for the Finance department.

President Wallace stated that they are used to doing it the way that it is right now. He recommended leaving it alone for right now. You will have more calls if you change the process.

Trustee Hopkins asked what the likeliness was of eliminating the gas tax in the next budget.

Mr. Martynowicz stated that it was a policy decision.

Trustee Reinke stated that is one way to save on the people power, eliminate the utility taxes all together. That would be the ideal answer.

President Wallace asked what amount of manpower they were using for this rebate. If they eliminate it completely, how much would we save? That is a lot of hours when you take that and add it to the \$59,000 expense that we are sending out.



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Mr. Martynowicz stated that when they implemented this in 2012, they did not increase staff. They just dialed it into their annual routine.

President Wallace suggested they talk about this at budget review.

PUBLIC WORKS COMMITTEE

Mosquito Funding

Attorney Mraz stated that Trustee Hopkins asked him to review a statute from when they met with the Northwest Mosquito Abatement District. The statute in question which is a portion of the Mosquito Abatement District Act, provides that if a municipality budgets for and provides mosquito abatement services and levies within its general tax levy, a tax to fund those mosquito abatement services and if the Village lies wholly or partially within a mosquito abatement district (Northwest Mosquito Abatement District) that also levies a district tax (Cook County). The Cook County portion of the Village lies in the Northwest Mosquito Abatement District, it levies a tax for mosquito abatement services. Bartlett lies in three counties, there is no mosquito abatement district in DuPage so the Village contracts with Clarke Mosquito Service and they charge about \$72,000 per year and it is budgeted. There is not a specific line item levy for that but it is in the general levy which then gets levied against the properties in Cook, DuPage and Kane counties within the Village. Trustee Hopkins has stated that the residents in Cook County are paying taxes on their tax bill to the Northwest Mosquito Abatement District and a proportionate share of the \$72,000 that pays for abatement services only in DuPage but is spread out among the whole Village. The County Clerk calculated that there are roughly 8,300 tax payers in the DuPage County portion of the Village and roughly 5,785 tax payers in Cook County. From the real estate taxes collected on properties on those 5,785 properties in Cook County, they extended \$44,085 to the Northwest Mosquito Abatement District for tax year 2014. The statute says that in that instance, the Village should pay monies to the Northwest Mosquito Abatement District. They didn't levy an amount also for mosquito abatement services and he didn't think the statute was clear on that point. If they were it would be \$44,000 plus the \$72,000. They have only levied the \$72,000. The Village pays the \$44,000 to the Northwest Mosquito Abatement District and they in turn are supposed to abate the taxes. He didn't know what kind of push back there would be. The people he has talked to in the Clerk's office thought they may have to do the calculation manually. He asked if they could spot abate taxes and he is awaiting to hear from them. The burden falls on the Northwest Mosquito Abatement District under the statute. He believed that if there is a fair amount of expense or legal fees they would be resistant and he was reluctant to write a check for \$44,000 without a corresponding assurance that the residents will get that money back in the form of a future abatement. He felt the amount would be around \$9 per tax payer in Bartlett that would get abated.



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Trustee Hopkins stated that the burden is on the Northwest Mosquito Abatement District and not the Village. We need to comply with this law. We have been in violation for many years. We need to comply and write them a check, like the statute says. Their legal team can deal with it from there. We need to follow the law.

Attorney Mraz stated that there is room for interpretation. If we had been abating the \$116,000, it falls within the four corners of the statute and we are sitting on that extra \$44,000, and it is not. That will have to come from other sources. He didn't believe it was crystal clear on that point.

Trustee Hopkins stated that they should have budgeted for the mosquito abatement in our budget for twenty years. We need to comply with the law – it's simple. If they are not returning phone calls, that is a serious problem.

President Wallace stated that if they are not returning the phone calls, with the number of residents and the amount of money we are talking about here, how confident are you that they are going to mess with it for the next ten years. It's not worth a lawsuit. He suggested that they, as a Board, wait for return phone calls on several different items.

Attorney Mraz stated that he is waiting to hear from the Cook County Clerk's office. He stated that Trustee Hopkins makes a good point. He is reluctant to write the check if it doesn't get abated.

Trustee Reinke stated that they need some finality here. He agreed with Trustee Hopkins, if the statute applies and it's an Illinois Statute, it may not be as clear as we want it. We should comply with it, unless they refuse it.

President Wallace stated that it would not be the first time we had a statute in Illinois where they don't have a mechanism to back it up. He advised council to get more information and determine whether we will pay this extra fund. He would also like the mosquito abatement district to provide us with some kind of mechanism they will start utilizing.

Sewer Rate Study

Trustee Camerer asked the public works director for details.

Public Works Director Dan Dinges stated that with the NPDS permit that came out in October, the Devon Excess Flow facility is struggling to meet those new limits. They have been working with the EPA to come up with a solution. At this point it might make sense to wait to see where we are heading with that. There will likely be capital improvements involved. They have to respond back to the EPA in the next month.



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President Wallace stated that the significant expense that could be involved with this Cook County issue, he suggested they postpone this conversation.

Trustee Hopkins asked what kind of ideas they are talking about.

Mr. Dinges stated that there are several different options. One option is to sit down with MWRD to see what options are there to send more water their way. Other options would be either storage or additional treatment down at Devon. Another option is sending additional flow down to Bittersweet. Those all have costs and they do not have the detail at this time. Hopefully from there they will find the best solution.

Trustee Hopkins asked why Streamwood or Hanover Park don't need an excess flow facility?

Mr. Dinges stated that Streamwood is 100% MWRD and they discharge to the treatment plant that MWRD owns and operates. Hanover Park has their own facility for the DuPage portion and sends everything to MWRD. Back in the 70's the Village and MWRD had an agreement. We had our own treatment plant and were building Bittersweet at the time. We turned the Devon plant into an excess flow facility because MWRD has a restriction on what you would consider normal base flow from every service that comes into the sewer. They allow 1.5 times that during excess flow (rain events). They put that restrictor at 1.5 and anything above and beyond that goes down to Devon. They will be talking to them to change the 1.5 to something larger. We believe they have capacity but as of right now, they have verbally said "no" because they have restrictions with Streamwood and are monitoring how much excess flow they have. That is part of our sewer lining program and we are trying to get rid of that excess flow. He thinks it will greatly improve the situation but we will still have the situation.

Trustee Hopkins verified that they were not going to raise sewer rates until a rate study is done – correct?

Administrator Salmons stated that they will talk about it in the fall and implement in January. She stated that if they could get the time schedule from the IEPA, this excursion facility will be three years. One year to plan, one year to design, one year to implement. They will be moving forward before that.

Trustee Hopkins stated that he would disagree with any kind of rate increases on the sewer until a rate study is done. The last time a rate study was done was what year?

Mr. Dinges stated that they did a rate increase in 2012.

Trustee Hopkins stated an actual study to determine what rates should be between the different counties. Right now, a DuPage resident pays quite a bit more on their sewer



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bills because there is a treatment facility. He wants to make sure a DuPage resident is not over paying.

Mr. Dinges stated that if they were going to do a rate increase, they would keep the same ratio between the counties. He believed the last rate study was in the early 90's.

Trustee Hopkins asked how much has changed at the Bittersweet facility since 1993.

Mr. Dinges stated "not a lot" as far as improvements. They are needing to do some capital improvements out there but there have not been a lot of changes at that facility.

President Wallace stated that he did not want to discuss this any longer until they find out the costs for the IEPA.

Mr. Hopkins stated that he was okay as long as there is no increase until a rate study is done.

All others were in agreement with President Wallace.

There being no further business to discuss, Trustee Carbonaro moved to adjourn the Committee of the Whole meeting and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Trustees Arends, Camerer, Carbonaro, Hopkins, Reinke

NAYS: None

ABSENT: Trustee Deyne

MOTION CARRIED

The meeting adjourned at 9:02 p.m.

Lorna Giless
Village Clerk

LG/