



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

President Wallace called the Committee of the Whole meeting to order at 7:22 p.m.

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Todd Dowden, Community Development Director Jim Plonczynski, Assistant Community Development Director Roberta Grill, Director of Public Works Dan Dinges, Public Works Engineer Bob Allen, Building Director Brian Goralski, Human Resources Director Janelle Terrance, Grounds Superintendent Kevin DeRoo, Police Chief Patrick Ullrich, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

PLANNING & ZONING COMMITTEE

1. Zoning Ordinance Update – Chapters 3 & 5

Chairman Hopkins presented the Zoning Ordinance updates to Chapters 3 & 5.

Community Development Director Jim Plonczynski stated that this is another chapter in their continuing effort to revise the zoning ordinance chapters. This involves chapter 3 that has a housekeeping change regarding language on commercial vehicles. Also, chapter 5 which is the office research district. The previous version had some religious land use issues regarding places of assembly and they wanted to clarify and make it consistent throughout the whole chapter. We believe that this language will make it easier to read as well as more consistent with the places of assembly law. They hope that it will be moved to the Zoning Board of Appeals for the Text Amendment Public Hearing.

Chairman Hopkins stated that he thought it was great that community development has been working on this and condensing the text so it is easier to understand when residents or businesses want to navigate it. He stated that this would be forwarded to the Zoning Board of Appeals.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

FINANCE & GOLF COMMITTEE

1. Potential General Fund Cost Reductions and Sales Tax Review

Chairman Deyne stated that at the August 15th Committee of the Whole meeting, the staff was asked to show what an \$800,000 reduction of revenue to the General Fund would look like. He asked the village administrator to explain.

Village Administrator Paula Schumacher stated that she was very grateful that the Board wanted to have this discussion and start the budget discussions early on. It is a luxury to have the time to have this point of discussion now rather than in April during the budget reviews. It was a very beneficial exercise for the staff to go through and take a look at where they could find additional cuts. She stated that they have been making cuts since 2007 and many of these cuts build up over time and their effect is not felt until a few years down the road, especially when you are talking about capital improvements or equipment purchases. The wear and tear does not stop because it is pushed off another year. Some of the cumulative results of these cuts are becoming visible. They did find some additional places where they could make cuts. Some of the cuts that were identified by the staff are not the most popular things but we are at that point where we have to look at some of the nicer things that we do.

She reminded the Board of some of the hard work that they have done such as reducing the levy and cutting personnel by almost 5 percent. Half of our budget is capital improvements and largely water and sewer funded through the enterprise funds and IEPA loans as well as the new police building funded through the bond issue.

Finance Director Todd Dowden stated that Public Works, Police, Community Development and Finance departments are pretty much down to a staff level where they are a smaller part of the general fund. The general fund is supported by sales tax and property taxes. The enterprise funds are supported by sales of water and sewer. There are a couple of things that won't be included in the next budget such as the \$40,000 donation to the Parks foundation. Community Development and Administration already combined two positions into one. The Finance department is holding open an accountant position.

Chairman Camerer asked if the holiday lights for \$20,000 would be considered a one-time fee.

Administrator Schumacher stated that the Board decided last year to split up the holiday light purchase and it is budgeted over the next couple of years until completion.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

Chairman Camerer asked about combining the brush pickup with the refuse. He asked if this would be a cost savings to the Village if they chose a company that did brush pickup as well.

Administrator Schumacher stated that she heard from other communities that went out to bid that the refuse collector was unable to bid out brush collection so they may have to bid that piece themselves.

Chairman Camerer asked if the bike path maintenance was taken out of the General fund.

Public Works Director Dan Dinges stated that they have taken money out of the MFT fund in the past because of need. He had hopes that his staff could help take care of bike path maintenance but because of the brush and storm sewer projects, they have been unable to do that. They are hoping to be able to get to it this fall. They could use MFT money from the road program which is about \$1 million. He ran some numbers and found that \$1,000,000 gets about 2.5 miles of road every year. They have about 140 miles of road to do, which puts this on a 56 year cycle and roads only last 15 to 20 years. They could take it from MFT but it means less road repairs.

Chairman Camerer stated that he thought it was interesting that they would find the money to pave the Ruzicka parking lot. It seemed to him that they should be thinking about using the MFT money to take care of the bike paths.

Chairman Deyne stated that the potential sales tax is $\frac{1}{2}$ of 1 percent and he had feedback that residents were interpreting it to be a 5 percent increase.

Chairman Reinke stated that one of the things they talked about, and something that staff is still working on, very much like the refuse contract, is the health insurance and changes that might help reduce that cost.

Administrator Schumacher stated that they don't have the numbers on that from the broker but they anticipate them coming in very soon.

President Wallace stated that he believed the broker reduced or eliminated his commission last year.

Chairman Hopkins asked how long they have been using the current broker for health insurance.

Administrator Schumacher stated that they have used Sullivan in the past and they have recently gone through a merge and are known as the Arachas Group.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

Chairman Hopkins asked if they should maybe open it up to other brokers for additional cost savings.

Administrator Schumacher stated that they looked at that last time around and didn't see a significant difference. She would like to take a look at his proposal before they make that decision. She thought there was a lot of things they could do with the current plan that offers some flexibility to the employees and meets our contractual commitments. In their conversations with the broker they found a lot of places where they could make some adjustments and find some significant savings.

President Wallace stated that two years ago they made adjustments to the benefit levels that saved them quite a lot of money (\$30 co-pay and generic drugs). It has definitely been pared down a few times.

Chairman Reinke stated that he understood that President Wallace didn't want the Board to nickel and dime the staff to death. He has been giving this a great deal of thought and thought it was a sizable problem and there are some modest sized things they could do to address the problem. The timing is bad and there are businesses looking at Bartlett that will not be excited about a sales tax even if it is 0.05 percent. He is worried about that timing and the Cook County tax timing.

Chairman Camerer stated that he is a big proponent for the flowering baskets and asked how many flower baskets we currently have.

Mr. Dinges stated that there are about 37.

Chairman Camerer asked if there was a way to look at the watering issue with a vermiculite type structure that would retain the water and not spend the man hours to water daily.

Mr. Dinges stated that they already use a basket that is made of coconut husks that holds the moisture. The problem is the wind - they have not found anything that could guarantee the plants would not dry out. Another option would be to put irrigation systems in but that would be difficult to do here.

Chairman Camerer thought that the \$5,000 price tag for the flower baskets was a little excessive. He asked staff to look into bringing that price down.

Chairman Gabrenya stated that on an economic development level she understood what Chairman Reinke was saying about sales tax and businesses being disappointed by that. She asked how much does us not committing to capital improvements dissuade incoming businesses? Does that offset the sales tax issue if they see that we don't have a plan for capital improvements or that we are cutting capital improvements?



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

What size businesses is this affecting. Which weighs heavier on our community development?

Chairman Reinke stated that he thinks it depends where they are at in the process. He thought the business climate was a huge issue. Our infrastructure is not yet to the point where they need to bring their own bridge. He did not think that was the issue.

Chairman Gabrenya stated that if we don't continue with capital improvements, as Mr. Koziol has said, will that dissuade businesses five years from now from coming to Bartlett? What kind of responsibility do we have for that five years from now?

President Wallace stated that it is pretty obvious – if we don't maintain the beautification of our Village and the way it looks and feels right now, we would suffer.

Chairman Deyne stated that no one wants a sales tax of any kind but he thinks this Board has cut and cut and cut. Sooner or later it reaches a point where there is nowhere else to go.

President Wallace asked Mr. Plonczynski if any businesses have come to him and stated that they would not bring their business to Bartlett if it had a 0.5 percent sales tax?

Mr. Plonczynski stated that he has not heard from any incoming businesses. The proposed percentage is still lower than the surrounding towns.

Chairman Reinke stated that if they have to go in this direction, the entire burden is not on the residents of our community. People come from the neighboring communities to eat at our restaurants. He did not want to put this burden exclusively on the residents of our community.

President Wallace asked about other options.

Village Administrator Schumacher stated that they talked about a food and beverage tax and asked Mr. Dowden to explain.

Mr. Dowden stated that the sales tax needs to be implemented on January 1 or July 1. If this tax is passed and we get it into the State by October 1, it will start on January 1. Also, the food and beverage tax is administered by us locally. Most of the communities put that on top of their home rule sales tax. They would fill out their forms, collect the funds separately and send the funds directly to the Village



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

Administrator Schumacher stated that it would put the burden on the businesses. The home rule sales tax could just be put into their point-of-sale system and taken care of that way.

Chairman Carbonaro stated that he does not go to Naperville or Chicago or Schaumburg because they are already at 10 to 12 percent on their sales tax. We are at a point where we are at the conundrum and have spent a lot of time putting together a TOD plan for the downtown. We seem to have a lot of restaurants and bars in town and may want to consider what St. Charles did by adding a one percent liquor tax. We may want to consider not putting any tax into effect and perhaps increase property taxes next year. For the last nine years there has been absolutely no increased property taxes. We could put in for two to three percent, he didn't think it was that big of an increase. We have also voted to decrease the utility taxes and he didn't think there was any other taxing body giving tax dollars back to the taxpayers. He felt that we have not only increased residents in town but we have more businesses and the tax is distributed more evenly. These percentages could be adjusted as improvements come from the State.

He also stated that the Village can probably expect a 34-37% minimum increase to the cost of health insurance for the year. Unfortunately, with the recent Texas floods we should expect about an 83% increase. If they are putting \$100 billion off to the side for Houston because they need to get their money back and if anything happens in Florida, he couldn't tell you what is going to happen to the insurance industry.

President Wallace commended the staff for all their efforts and attempts at making cuts. He personally stated that he wouldn't want any of the cuts that staff proposed for the Village that he lives in. Some of them affect the safety and some of them affect the beauty and some effect the culture. He is not happy with any of those cuts and he thought they need to find a different way to shore up the \$800,000.

Administrator Schumacher stated that she will come back with the insurance numbers and split the difference a little to see where we can make adjustments. She will bring this back for a future discussion.

Chairman Carbonaro stated that this shortage will be a continual thing year after year.

Mr. Dowden stated that the State indicated that this is a one year temporary adjustment and it will go back to the original amount after that. It depends on the economy of the State and what their overall income tax collection is.

Chairman Deyne stated that each and every one of us is extremely proud to live in this community. This Board has done an outstanding job in keeping everything in check but when you talk about tree replacements, flower baskets and holiday lighting it takes



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
September 5, 2017**

away the value of the businesses and that is why he lives in Bartlett. He thinks Bartlett is a beautiful community and if we have to cut those things it would be a shame.

Chairman Hopkins asked if staff has looked at reorganizing departments.

Administrator Schumacher stated that they are looking at all of our processes. It is yet to be seen if this will make a big difference in our budget numbers. We still have the same service levels and permit numbers so we have to look at that as well. She will have these discussions during strategic planning (September 26) and getting some assistance doing this analysis.

Chairman Reinke stated that we should have information regarding the reclus numbers, the insurance, fines, fees and licenses in the near future. If we take a hard look at things like that than if it is the Board's decision to go ahead with a sales tax, we are able to tell people that we really did look at everything. He felt that there was room to make more cuts before they implement a tax.

Chairman Deyne moved to adjourn the Committee of the Whole meeting and that motion was seconded by Chairman Camerer.

ROLL CALL VOTE TO ADJOURN

AYES: Chairman Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting adjourned at 7:58 p.m.

Lorna Giless
Village Clerk