



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

President Wallace called the Committee of the Whole meeting to order at 7:59 p.m.

Present: Trustee Arends, Camerer, Carbonaro, Deyne, Hopkins, Reinke, President Wallace

Also Present: Village Clerk Lorna Giless, Village Administrator Valerie L. Salmons, Assistant to the Village Administrator Scott Skrycki, Finance Director Jeff Martynowicz, Community Development Director Jim Plonczynski, Building Director Brian Goralski, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Chief Kent Williams, Deputy Chief Patrick Ullrich, Food & Beverage Manager Paul Petersen and Attorney Bryan Mraz

PLANNING & ZONING COMMITTEE

Bartlett Point West 2

Trustee Reinke asked the Community Development Director Jim Plonczynski to review the agenda item.

J. Plonczynski stated that this is a project that the Board last saw as a concept plan. Bartlett Point West is west of Route 59 on West Bartlett Road, almost to Route 25. It was originally approved as a townhome development a number of years ago and the same developer Wyndham Deerpoint Homes represented by Rich Guerard is asking to convert this development from a townhome development into a 29 lot single family home development. He stated that Southwind Blvd., which serves this development, has not been completed yet but will soon be under construction. West of this is a mixed use commercial and office area. Reliable Materials and Bluff City Materials have their offices on Route 25. They are asking to amend the Annexation Agreement for a Preliminary and Final Plat of Subdivision for the 29 lots, a Preliminary and Final PUD Plan and Land Use changes from the townhome PD zoning to an SR-4 Suburban Residence District, a Special Use for a PUD in that Suburban Residence District as well as a Comp Plan Amendment. They have an extensive landscape plan that they will buffer the perimeter of the site with including a bike path along West Bartlett Road in the county right-of-way. If approved, this will be the first residences in Kane County. The layout of some of the detail on the landscape plan include wrought iron fences and perimeter fences which will be part of the buffer and will be maintained by the homeowners association. There are some elevations of the proposed development homes that are similar to Bartlett Ridge but these go a little deeper (125 feet). He stated that Rich Guerard was involved with building Bartlett Point which is just to the east of this site. They are familiar with the area, the Village and glad to be back. They are present tonight if there are any questions. He stated that this requires a Public Hearing in front of the Plan Commission and the Park



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

District Board has weighed in on the concept plan and will want some buffer zone park site on the south end. They have promised to get that wrapped up before it comes back to the Board. This is a nine acre site and the petitioner is here to get the Board's blessing to move forward with the project.

Trustee Reinke asked if the last time the Board saw this, it was in the concept plan stage.

Mr. Plonczynski stated that was correct. They lost one lot because of the park site and the plan went from thirty lots to twenty-nine.

Trustee Reinke asked about providing notice to potential purchasers that the property to the west is Mixed Use so they are aware of that when they make their purchase.

Attorney Mraz stated that it is in the Annexation Agreement as a requirement. They are working simultaneously on the Amended Annexation Agreement where those issues will further be addressed and will be in the PUD Ordinance.

Rich Guerard, representing the owner stated that it's in writing in the Annexation Agreement and other Agreements. He stated that the Engineer was also there and available to answer questions.

Trustee Hopkins asked if that disclosure was similar to what they just made with Bartlett Ridge.

Attorney Mraz stated that it is a little more extensive. When the townhomes were first proposed there was mining going on. The mining has stopped and they now have reclamation. There is a requirement of posting in their sales office, a map that shows the surrounding uses, it is in their contracts so buyers can see this up front.

Rich Guerard stated that they built Bartlett Point, the subdivision right next to it and it was a similar situation. They never had an issue with the buyers or the Village.

Trustee Arends stated that because they have seen this before and there is a reduction in the density, it should just be moved on to the Plan Commission.

Zoning Ordinance Text Amendment for Building Height

Trustee Reinke stated that this was a text amendment to increase the building height in the industrial districts from 35' to 45'. He thanked Mr. Plonczynski for taking care of this so quickly.



VILLAGE OF BARTLETT COMMITTEE MINUTES July 21, 2015

Mr. Plonczynski stated that they wanted to have this issue completed for Mr. Dublo, who will be building another structure soon. He will probably be the first to get through with just a Site Plan. This is ready to move on to the Zoning Board for a Public Hearing on the Text Amendment.

POLICE & HEALTH COMMITTEE

Police Building Study

Trustee Carbonaro stated that on April 1st, the Village published a Request for Qualifications (RFQ) for architectural services. Services requested were broken down into three phases. Phase 1 of the project is the space needs analysis. Phase 2 of the project is the facility evaluation and options study. There is no commitment to move beyond Phase 2. However, after its review of Phase 1 and Phase 2 reports, the Village Board wishes to continue to Phase 3 (Design and Construction for the Renovation/Addition to the Existing Police Facility or Construction of a New Police Facility), the needs assessment and the facility evaluation and options study will be used as a foundation to determine the site options and building layouts. The Village is under no obligation to proceed to Phase 3.

Chief Williams stated that during the budgetary hearings this past year, the Board challenged them and asked them to come up with some research to make decisions into the future regarding the present status of the Police Department. They are in a crossroads with various systems throughout the building that are in need of repair or replacement as well as space considerations that staff had concerns about. The RFQ was publicized throughout the industry and they received thirteen very viable candidates to do the study. The Village Administrator appointed a Board to look at the qualifications and make a recommendation to the Board. A Selection Committee consisting of Chief of Police Kent Williams, Deputy Chief's Joseph Leonas and Patrick Ullrich, Public Works Director Dan Dinges and Assistant Village Administrator Paula Schumacher reviewed each submittal and narrowed the number of firms to four who have impeccable reputations in the Chicago Metropolitan Area and throughout the State and the Midwest. They did presentations and provided their qualifications and past experiences in the area. There was a unanimous selection by the Committee of Williams Architects and they are not any relation to him. He stated that they were tremendous listeners and prided themselves and felt it impeccably important to allow all interested stakeholders to participate throughout the process. They would slow the process down to meet the needs of the Board and various stakeholders throughout the community. They looked at their facilities in this area and throughout the Midwest and found them to be outstanding. They knew about the culture of Bartlett and the high expectations. They were impressed with the fact that the executives throughout the architectural firm would be involved throughout the process and they would not subjugate that to other people. They wanted to be hands-



VILLAGE OF BARTLETT COMMITTEE MINUTES July 21, 2015

on throughout the process and because of that, they limit how many police facilities they do per year. They had past experience within our Village at the Community Center and the military memorial and they live in town. They were very aware of Bartlett and proud of the community.

This is a 3 Phase process which they will be entering into an Agreement for the just the first two with no obligations to move onto the third. The first Phase would be an objective space analysis, such as how the building presently stands and what a modern law enforcement facility looks like, workflow and space needs. The second Phase would be how it would work on the grounds and if there is a potential to go up or out or just a reconstruction of the present facility. There is no obligation to move onto Phase 3 which would be the actual blueprinting and construction of the facility. This is just a contract to enter with Williams Architects for Phase 1 and 2 in order to give the Board the information it would need to make decisions at any time they felt it appropriate to do so.

Trustee Carbonaro asked the Chief if back in 1992 when they built the original building, it was designed for 30 officers.

Chief Williams stated that it was 1990 and had the objective to service for 20 years and it has been 25 years and it didn't. The day it opened it fit the needs of about 22 officers that they had at the time and quite frankly that is what it worked for. Immediately after moving into the facility Bartlett became the fastest growing community in the State of Illinois for many years in a row. They very quickly brought on more staff and more programming and more services to a very fast growing community. They started cannibalizing the building in the second or third year in it and blew out walls and conference rooms in order to make room for the additional staff. There are no more walls to cannibalize.

Trustee Deyne asked how many officers he currently has.

Chief Williams stated 57 sworn officers and 75 total staff members.

Trustee Deyne asked when the building was first built in 1990 with 23 officers, how many staff members were in total.

Chief Williams stated about 27 or 28. He stated that there was no obligation other than afford the Board with all the information they would need to help direct their decisions either immediately or sometime in the near future. It would give them the objective information to make any future decisions whether they want to invest in repairing the systems in the building they have or look at other options. They intend to provide physical benchmarks on what can be anticipated, depending on what direction the Board wants to go.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

Trustee Camerer asked if there was any possibility that the confiscated drug money could be used to pay for this.

Chief Williams stated that he believed the answer is “yes”.

Trustee Deyne asked for verification that the Police Department was 2-1/2 times larger than they were in 1990.

Chief Williams stated that was correct.

Trustee Deyne stated that he thought they needed additional space.

Trustee Arends stated that there is no reason to have desks in the hallway.

Trustee Carbonaro stated that this looks like a lot of money but if you have not taken a tour through the Police Department he urged everyone to do so.

Trustee Arends stated that sharing desk time is pretty common in other departments but there still is not enough room.

Trustee Deyne stated that he had the opportunity to visit the Police Department recently and stated that upon walking into a room, there were at least six officers and sergeants all cramped into this little area of which they could not even move around the desks. He could not imagine anyone having to work in those conditions. In the limited amount of space they have, he admired what they are doing and thought it was amazing.

Trustee Hopkins asked if they were hopeful that they could remodel or expand.

Chief Williams stated that he is going to challenge them to provide as many options as the Board would like and they will be invited to participate throughout this process. He thought there was hope and the facts will speak for themselves.

Trustee Hopkins stated that a couple of the neighboring municipalities built new facilities and he didn't know if that was an option or is this the route he sees them going.

Chief Williams stated that is an option. They will be testing the climate as they move through this so nobody feels like their hands are being forced or they are being taken in a direction that is uncomfortable. This will be an on-going relationship with Williams Architects and that is why they were chosen. They are very reputable at creating an on-going relationship where the Board could feel ownership throughout the process.

Trustee Carbonaro stated that his understanding was once they do the needs analysis, they will come back with options A,B,C,D,E.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

Chief Williams stated “yes”.

Trustee Deyne stated that he thought they should move forward with this.

President Wallace had a question about the reason why they are spending the initial \$9,000 on a needs analysis when everyone knows there is a need?

Chief Williams stated that it is not only a needs analysis. There is something comforting in having the actual facts, industry standard, what does/does not work, where the needs are. Experientially it doesn't take a lot of time in the facility to realize there is a need. This is more than just that. It will take it from the emotional/experiential to the exact science of what the needs are.

President Wallace wondered if that would be part of the Phase 2 Facility Evaluation.

Chief Williams stated that it would be rolled and layed over that to show how the needs assessment would look in varying degrees of potential plans.

Administrator Salmons stated that they will come in and try to look at the functions since not all Police Departments do exactly the same thing. They research how many officers there are, how many officers they will have in 10 and 20 years and how that relates to the need to have the detectives close to a certain department and how those things interact. As they go into the Phase 2 they will know how big those building blocks are supposed to be, square footage wise, and they can look at this site and move those building blocks around.

President Wallace stated that he understood what they were saying and that they were smarter than he was at building buildings but he didn't understand why they do a Needs Analysis and then a Facility Evaluation. It seems like you could skip the first and just do it all in one and it would speed up the process.

Administrator Salmons stated that the Facility Evaluation is more like a site plan and now they will figure out how to fit this on here. That is not a Needs Analysis, it is Phase 2 – where can we fit all this.

President Wallace stated that it seems to him like Phase 1 is only necessary if they think there is not a need.

Chief Williams stated that it serves a dual purpose. If anyone were to challenge whether there is a need, it would provide that information for them – not only that there is a need but where the need is and how it will look in the site plan.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

President Wallace stated that he was just seeing if they could save a little money and move right onto the “meat” of the subject.

Trustee Camerer stated that they have gone to other engineering firms that have reduced their rates. He asked if this was a firm price or was it negotiable.

Chief Williams stated that this would be a contract not to exceed.

Trustee Camerer asked if they could go back to them and ask for better pricing.

Chief Williams stated that this is the contract price they are asking for and if they asked them to do less than they could entertain that conversation. From his research in the industry he felt this was a competitive quote.

President Wallace stated he was not questioning it.

Chief Williams stated that he understood and common sense says that they could skip Phase 1 but they actually still use Phase 1 to assist them in the dynamics of Phase 2.

Trustee Reinke stated that it is important to do this right so that twenty years from now they won't have to go to the taxpayers for another new building.

Chief Williams stated that part of their philosophy is that back in the 90's they had a twenty year projection on municipal facilities and now it is forty years.

Administrator Salmons stated that one of the reasons they didn't build as big as they might have back then was because they were not home ruled so they just built what the budget and the abilities led them and fit what they could in it.

Trustee Carbonaro stated that ironically 1990 thru 1992, Bartlett was at number two with impact permits and in the State's top ten for almost four years.

Chief Williams stated that the building was built with the needs of the moment in mind. That moment quickly passed them by.

President Wallace stated that he celebrated their long lasting, painful environment that they have been working in. He was in the Police Department two years ago and it reminded him when he worked for a finance company and sat in a cubby hole which was not fun. They will try to get this moving.

Chief Williams thanked the Board for their support and interest.



**VILLAGE OF BARTLETT
COMMITTEE MINUTES
July 21, 2015**

President Wallace stated that the Board would be taking a recess in which they will be going into Executive Session to Discuss Security Procedures Pursuant to Section 2(c)8 of the Open Meetings Act and to Discuss Personnel Pursuant to Section 2(c)1 of the Open Meetings Act so they would not be adjourning this meeting.

The Board re-adjourned the Committee of the Whole meeting at 9:06 p.m. There being no further business to discuss, Trustee Carbonaro moved to adjourn the Committee of the Whole and that motion was seconded by Trustee Deyne

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting adjourned at 9:07 p.m.

Lorna Giles
Village Clerk

LG/