



VILLAGE OF BARTLETT
BOARD MINUTES
May 1, 2018

1. CALL TO ORDER

President Wallace called the regular meeting of May 1, 2018 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m. in the Council Chambers.

2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Economic Development Coordinator Tony Fradin, Management Analyst Sam Hughes, Finance Director Todd Dowden, Community Development Director Jim Plonczynski, Planner Angela Zubko, Public Works Director Dan Dinges, Public Works Engineer Bob Allen, Building Director Brian Goralski, Food & Beverage Manager Paul Petersen, Chief Patrick Ullrich, Deputy Chief Geoff Pretkelis, Deputy Chief Chuck Snider, Village Attorney Bryan Mraz and Village Clerk Lorna Giles.

3. INVOCATION – Pastor Andrew Weiss from the Faith World Outreach gave the invocation.

4. PLEDGE OF ALLEGIANCE

5. CONSENT AGENDA

President Wallace stated that all items marked with an asterisk on the Agenda are considered to be routine and will be enacted by one motion. He further stated that there will be no separate discussion of these items unless a Board member so requests, in which event, that item will be removed from the Consent Agenda and considered at the appropriate point on the Agenda. He asked if there were any items a Board member wished to remove from the Consent Agenda, or any items a Board member wished to add to the Consent Agenda.

No additional items were added to the Consent Agenda.

President Wallace then recited each item that was originally on the Consent Agenda, including the nature of the matters being considered and other information to inform the public of matters being voted upon. He then stated that he would entertain a motion to approve the Consent Agenda, and the items designated to be approved by consent therein.



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Trustee Camerer moved to approve the Consent Agenda, and all items designated to be approved by consent therein as amended, and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO APPROVE THE CONSENT AGENDA AND CONSENT ITEMS THEREIN

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

NAYS: None

ABSENT: None

MOTION CARRIED

6. MINUTES

Trustee Deyne moved to approve the Public Hearing, Board and Committee minutes from April 17, 2018 and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO APPROVE THE MINUTES FROM APRIL 17, 2018

AYES: Trustees Camerer, Deyne, Gabrenya, Hopkins, Reinke

NAYS: None

ABSENT: None

ABSTAIN: Trustee Carbonaro

MOTION CARRIED

7. BILL LIST – Covered and approved under the Consent Agenda.

8. TREASURER'S REPORT - None

9. PRESIDENT'S REPORT

President Wallace presented a proclamation for National Police Week on May 13-19, 2018 and called upon all citizens of Bartlett to observe Tuesday, May 15th, as Peace Officers Memorial Day to honor those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty, and let us recognize and pay respect to the survivors of our fallen heroes

President Wallace presented a proclamation recognizing May 2018, as Bike Month in the Village of Bartlett.

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES - None



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11. TOWN HALL

John Eallonardo, Frederick Quinn Company

Mr. Eallonardo stated they are 23 days away from the police department moving into Phase 1 of the project. The carpeting, doors, windows, plumbing fixtures, trim, wallpaper are being installed inside of the building as well as the mechanical systems. Over the course of the next three weeks, those things will be completed and the building will be set up for move-in. They are expecting the first delivery of furniture from the furniture vendor on Friday with another to follow on May 18th. It remains a very busy place inside and everyone is making good progress.

Trustee Deyne stated that it had been a couple of months since he went through the building and he was thoroughly taken back at how much progress has been made. He stated that based on the accomplishments made over the last couple of months he had no doubt that they will finish in the next 23 days. He thanked him for the opportunity to have the tour.

12. STANDING COMMITTEE REPORTS:

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report.

B. BUILDING COMMITTEE, CHAIRMAN GABRENYA

Trustee Gabrenya presented the Economic Incentive Program and stated that in an effort to help make the Village more attractive to new businesses, existing businesses wishing to expand and developers with interest in investing in vacant properties and/or constructing new buildings, the Village Board has approved a new line item in the budget titled "Economic Incentives".

Staff presented this line item at a budget meeting on March 14th, at which time the Board directed staff to present a program with specific parameters for the disbursement of funds.

Staff proposes the Bartlett Economic Development Assistance (BEDA) program, created as a reimbursement program targeting sales tax-generating businesses. The program was presented to the Economic Development Commission at its April meeting, at which time it was recommended for approval.



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A majority of the eleven short-term complex elements of the Village's Strategic Plan are related to improving the Village's economic development. Four of the items include developing a business recruitment strategy to attract developers to invest in the downtown area and provide options for businesses to locate in Bartlett; to develop strategies for development of Railroad Avenue vacancies; working to improve the retail business profile in the Village; and revisit, refine and execute the Village's overall economic development incentives.

To help the Village succeed in implementing this plan and in an effort to create a formal economic development incentive program, Staff has requested and received \$150,000 in funding from the Village Board for a new line item titled "Economic Incentives."

These funds are to be used to better compete for investment with neighboring communities and to achieve the primary economic development goals of attracting private investment, creating jobs and bringing underutilized or unutilized properties into productive economic use.

Trustee Gabrenya moved to approve the Bartlett Economic Development Assistance (BEDA) program and that motion was seconded by Trustee Camerer.

Trustee Camerer stated that he received an email expressing concern from a member of the Economic Development Commission (EDC). He stated that it is a very lengthy email that had some objections.

Trustee Gabrenya stated that she had some questions as well.

Administrator Schumacher stated that a lot of the concerns raised in her email were also raised at the EDC meeting. Some of those clarifications were added into the process. A lot of the concerns raised were about the criteria used to establish the rebate. Those were largely based on the matrix that the EDC created for the marketing programs. They used those as a criteria to weigh the proposals and address some of her concerns.

Trustee Gabrenya and Hopkins asked for a quick rundown of the process.

Assistant Village Administrator Scott Skrycki stated that main goal of this process is to enhance business development and retention in the community while at the same time hitting some of those key factors in the Strategic Plan and TOD plans. A lot of other communities do have similar programs to incentivize businesses and he thought that by approving this item it would really help the competitive market. As Tony would say, economic development is a competitive sport and this makes us a great team.

Administrator Schumacher stated that the application process has a pre-meeting with the staff so the business owner can sit down with the economic development team and walk



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through their application and make sure they are applying for things that actually fall under the program and help get the documentation together. That packet will then go to the EDC for review and they will make their recommendation to the Board that has the final approval on the rebate. She also noted that it was available to both new and existing businesses and those funds are coming from the video gaming line item. She also pointed out that this is a pilot program and there might be some tweaking to do.

Trustee Deyne stated that she is saying that it is not automatic. It comes before the staff with review by the EDC, and again before the Committee of the Whole before any action is taken at the Board level.

President Wallace applauded the staff since the Board requested staff to earmark video gaming funds in a very productive fashion. He didn't know if there was a better way to do this as far as economic development of retail sales tax.

ROLL CALL VOTE TO APPROVE ECONOMIC DEVELOPMENT ASSISTANCE (BEDA) PROGRAM

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

NAYS: None

ABSENT: None

MOTION CARRIED

C. FINANCE & GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that there was no report.

D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN CAMERER

Trustee Camerer stated that the next item is the appointment by the Village President with the Advice and Consent of the Board of the following Officers:

- a. Village Administrator
- b. Village Attorney
- c. Village Treasurer
- d. Village Budget Officer
- e. Director of Public Works
- f. Director of Building Department
- g. Electrical Inspector
- h. Plumbing Inspector
- i. Chief of Police
- j. Village Engineer
- k. Administrative Hearing Officer



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- I. Open Meetings Act Officers
- m. Freedom of Information Act Officers

President Wallace stated that he hereby appoints:

- a. Paula Schumacher as Village Administrator;
- b. Bryan Mraz as Village Attorney;
- c. Todd Dowden as Village Treasurer and Village Budget Officer;
- d. Daniel Dinges as Director of Public Works;
- e. Brian Goralski as Director of the Building Department;
- f. William Dettmer as Electrical Inspector;
- g. Dewayne Burris as Plumbing Inspector;
- h. Patrick Ullrich as Chief of Police;
- i. Robert Allen as Village Engineer;
- j. Thomas Bastian as Administrative Hearing Officer;
- k. Paula Schumacher as Open Meetings Act Officer; and
- l. James Plonczynski as Freedom of Information Act officer, and in his absence, Paula Schumacher as Freedom of Information Officer.

Trustee Deyne moved to Consent to the Appointment of each of the Officers as made by the Village President and that motion was seconded by Trustee Carbonaro.

ROLL CALL VOTE TO APPROVE THE APPOINTMENTS OF OFFICERS AS STATED ABOVE

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

NAYS: None

ABSENT: None

MOTION CARRIED

Trustee Camerer stated that the next item is the "Designation by Board of Trustees of Zoning Administrator".



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Trustee Camerer moved to designate James Plonczynski as Zoning Administrator and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO DESIGNATE JAMES PLONCZYNSKI AS ZONING ADMINISTRATOR

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

Trustee Camerer presented Resolution 2018-53-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and Bryan E. Mraz & Associates, P.C.

Trustee Camerer moved to approve Resolution 2018-53-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and Bryan E. Mraz & Associates, P.C. and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE RESOLUTION 2018-53-R, APPROVING THE PROFESSIONAL SERVICE AGREEMENT FOR BRYAN E. MRAZ & ASSOCIATES

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED

Trustee Camerer presented Resolution 2018-54-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C.

Trustee Camerer moved to approve Resolution 2018-54-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Offices of Robert J. Krupp, P.C. and that motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO APPROVE RESOLUTION 2018-54-R, APPROVING THE PROFESSIONAL SERVICE AGREEMENT FOR ROBERT J. KRUPP, P.C.

AYES: Trustees Camerer, Carbonaro, Deyne, Gabrenya, Hopkins, Reinke
NAYS: None
ABSENT: None
MOTION CARRIED



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Trustee Camerer presented Resolution 2018-55-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Firm of Storino, Ramello & Durkin.

Trustee Camerere moved to approve Resolution 2018-55-R, a Resolution Approving of the Professional Service Agreement Between the Village of Bartlett and the Law Firm of Storino, Ramello & Durkin and that motion was seconded by Trustee Deyne.

ROLL CALL VOTE TO APPROVE RESOLUTION 2018-55-R, APPROVING THE PROFESSIONAL SERVICE AGREEMENT FOR STORINO, RAMELLO & DURKIN

AYES: Trustees Camerer, Carbonaro Deyne, Hopkins, Reinke

NAYS: None

ABSENT: None

MOTION CARRIED

E. POLICE & HEALTH COMMITTEE, CHAIRMAN CARBONARO

Trustee Carbonaro stated that Resolution 2018-56-R, a Resolution Approving the Live-Fire Shooting House Use Agreement Between the DuPage County Sheriff and the Village of Bartlett and Resolution 2018-57-R, a Resolution Approving of the Law Enforcement Agreement and Order No. 1 Between the Village of Bartlett and LexisNexis Claims Solutions, Inc. were covered and approved under the Consent Agenda.

F. PUBLIC WORKS COMMITTEE, CHAIRMAN REINKE

Trustee Reinke stated that there was no report.

13. NEW BUSINESS

Trustee Deyne stated that he found out today that the Chamber Golf Outing is on May 21st, so the Artis Senior Living ribbon cutting can be attended. He asked if they received responses for the Memorial Day walk.

He stated that Hanover Township has had a student government day in the past and worked in conjunction with Streamwood High School and had a mock Board meeting. He seemed to remember that the Village did this in the past and wondered if there was any conversation about continuing it.

Administrator Schumacher stated that they did do it a number of years ago when she was an intern. We do offer the two high schools that our students go to, a student police academy as well as the pilot for Bartlett High School's STEM internship program this



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summer. She stated that they have a few more formalized programs but if you would like them to do a student government day they would be happy to do that.

Trustee Deyne stated that he does not know what the other Board members think but he would surely to see a student government day and thought it was a great way to have students involved in government.

President Wallace stated that he was not sure what it would look like but he was all for it and educating young kids about getting involved.

Administrator Schumacher stated that they can put together a program for the Board to look at.

14. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Gabrenya stated that in light of the fact that they are talking about another gaming facility today in the Committee meeting, at this point in her estimation, we have gaming specific businesses located in most of the reaches of the Village. Do we have a limit on how many of these we have or is there the possibility of putting a limit on gaming specific businesses.

Village Attorney Bryan Mraz stated that the short answer is “no”. He did a memo in the past that he will send to her. There are towns that have tried to set some limits and they were sued. There is no good way to define those geographic areas. They could look at factors such as distance between them. There are different levels of discretion that we have. You have to create the liquor license (under the Board’s discretion), there is the granting of a special use permit to serve liquor that they need to have. We have also modified our video gaming application so they have to disclose if they want video gaming. Under the State law, once they have the liquor license, they are entitled to a state gaming license and the Village is hard-pressed to deny a video gaming license if the State has awarded one. They looked at some restrictions in the beginning regarding size limits, etc.

President Wallace suggested looking at a requirement such as a commercial kitchen.

Attorney Mraz stated that they turned one down across the street in the same shopping center that had microwave food and no real food preparation. Some of the other facilities in town have a modified version of that and they are fairly successful. We have talked about various ways to amend the ordinances but there are some limits on what they can do. In terms of a flat out number, you can limit liquor licenses. The Mayor mentioned commercial kitchens and from there it’s just that – not real food. Not all of the businesses that have had liquor licenses opted to have video gaming and some have actually taken them out. They can look at this again.



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Trustee Gabrenya stated that if they want to be proactive on this, do we ask the staff to put something together so they have a better understanding of where they are and where they are going in the future?

President Wallace stated that the best route would be to review what we have already researched. He asked for this discussion to come up at another Committee meeting and about how many of these they are going to try to propagate.

Attorney Mraz stated that he would refresh his previous memos.

15. ADJOURNMENT

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

ROLL CALL VOTE TO ADJOURN TO COMMITTEE

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:32 p.m.

Lorna Giless
Village Clerk