



VILLAGE OF BARTLETT COMMITTEE MINUTES January 6, 2026

1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting of January 6, 2026, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:19p.m.

2. ROLL CALL

PRESENT: Chairmen Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski, and President Gunsteen

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Civil Engineer Nick Talarico, Public Works Intern Sam Moran, Management Analyst Jacob Uhlmann, Planning & Development Director Kristy Stone, IT Director John Peebles, Head Golf Professional Phil Lenz, Police Chief Ryan Conway, Deputy Chief Will Naydenoff, Deputy Chief Rob Sweeney, Village Attorney Kurt Asprooth, and Deputy Village Clerk Samuel Hughes.

3. TOWN HALL:

Laura Fazio – 229 Eastern Avenue

Ms. Fazio was present to discuss parking on the East side of the street during events. She thanked the Police Department for all they do including the great events that they organize and coordinate; however, she mentioned that this is a road where having no parking makes it inaccessible during emergencies and for the fire department to access fire hydrants. Ms. Fazio stated that she has emails from the fire department that provided some rationale for her request to have no parking on the east side of Eastern Avenue. Ms. Fazio was instructed to speak with Deputy Chief Rob Sweeney to discuss it further.

4. STANDING COMMITTEE REPORTS

A. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

1. Hazardous Material Reimbursement Ordinance

Trustee Deyne stated that it's considered a best practice for communities near highways, industrial areas, or railroad lines where spills are more likely to have an ordinance that addresses the recovery of costs associated with an emergency response to a hazardous materials spill. Hazmat incidents often require specialized equipment, overtime pay, technical consultants, and disposal services. These costs are far beyond normal emergency budgets, so reimbursement ordinances allow municipalities to recover actual expenses and avoid budget shortfalls. The ordinance also outlines definitions for emergency assistance, hazardous material and responsible party, as well as fines associated for non-compliance.



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Trustee Deyne stated that the village has in the recent past seen two train derailments where we've had to conduct emergency exercises such as hazardous material spills. Village Administrator Paula Schumacher stated that this is a preventative and, in the past, we've had minor hazmat spills such as diesel or other things that haven't been especially complicated to clean up. She went on to say that with our increased freight activity that we'll have on the train line with both the industrial and business part, this provides us with an extra layer of enforcement to capture any extraordinary costs from the folks who are responsible for those materials and their safe transport.

Trustee LaPorte asked if there were provisions in place to make sure, we get the funds needed. He stated that he remembers when the storage facility in the business park had the big fire, the fire department stated that they had a hard time getting funds from the company as they went bankrupt. Village Attorney Kurt Asprooth stated that what we've included are penalties in the ordinance so that if they don't pay us, we can seek fines. He went on to say that if there was an inability to recoup those funds, we could go to court and file a lawsuit. He went on to say that Illinois has what's called the Illinois Fire Protection Fund which is a state law that if we do incur these costs and seek reimbursement, we can seek a limited amount of reimbursement from the Illinois Fire Prevention Fund if the responsible party doesn't pay or is bankrupt. Trustee Gandsey wanted to confirm that this was for any kind of hazardous bill and if we'd have to send it out to parties. Mr. Asprooth confirmed it was for any kind of hazardous bill and stated that once it's adopted and published, everyone is assumed to have knowledge of it.

Trustee Deyne stated if there were no other questions, this would be moved to the next board meeting for a vote.

B. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

1. Civic Group Funding Requests Discussion

Trustee Gandsey stated that in 2015, the Village Board adopted an ordinance to standardize and strengthen the civic funding process by improving transparency, clarifying recipients of financial support, and clearly communicating the public purpose of that support.

In 2024, at the direction of the Village Board, staff developed a funding matrix to better evaluate and recommend appropriate funding levels for civic organizations based on submitted applications.

Historically, the Village Board has prioritized funding for organizations that provide services or programs not currently offered by the Village or that meaningfully supplement existing Village services, programs, or special events. Additional considerations include the amount requested and the organization's history, reputation, and demonstrated community impact.

Consistent with Village Board direction, staff presented the civic funding requests to the Community and Economic Affairs Commission (CEAC) for review and discussion. Civic organizations provided information regarding the nature of their events and the anticipated community impact. Following its review, the CEAC recommended full funding for each request. Meeting minutes are attached for reference.



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Trustee Gandsey stated that the recommended funding amounts are as follows: Arts in Bartlett (\$11,900), Bartlett Lions Club (\$5,700), Ignite the Courage (\$10,000), Bartlett Chamber of Commerce (\$7,000), Oktoberfest (\$10,000), and Bartlett Fourth of July Committee (\$15,000).

Mr. Skrycki stated that they took these civic groups to the community and economic affairs commission and that all the civic groups were able to attend minus Ignite the Courage. He stated that they did however give the commission additional materials to go over. He went on to clarify that some of the numbers listed were incorrect; Lions Club is \$5,625, and Chamber of Commerce is actually \$7,000 instead of \$7,500 that was listed. Trustee Suwanski wanted to confirm that Arts in Bartlett is the only one outside the matrix. Mr. Skrycki confirmed that was correct along with Lions Club who are above the matrix by \$50. Trustee Hopkins asked if all these organizations are okay with these dollar amounts. Mr. Skrycki stated that these were the dollar amounts that they submitted, and that they've been kept in the loop regarding the CEAC review as well as what was being presented to the board this evening with no questions or concerns.

Trustee LaPorte had questions about Arts in Bartlett regarding their sound system that they put in for it four times; he suggested that they maybe put that out to bid perhaps. President Gunsteen stated that all the organizations were present if anyone had additional feedback/questions. Trustee Gandsey stated that the presentations at the CEAC meeting were very well done regarding the money requested and how it's put back into the community for events or improvements. Trustee Suwanski asked if Arts in Bartlett would be open to getting a better sound system.

In attendance was Dale Kasuba who resides at 806 Kent Circle and has been involved with Arts in Bartlett for the past seven years. She stated that she did ask for pricing from three different locations and submitted the request using the higher pricing as they've not done this event before and she wanted to air on the side of caution versus not having enough to fund the event. She went on to say that it does include the bands, sound, stage; and its only half of what those three elements of the event cost. She stated that this is the first year they're going into the farmers market and concert series, and they felt more comfortable asking for something outside the matrix since this is new. President Gunsteen stated that the way our new set up is, they would need to reapply next year which means they would provide the financial and data next year to justify an adjusted amount whether it goes up or down. He thanked Ms. Kasuba for her time and for providing additional details.

Also in attendance was Mr. Dave Berry who resides at 900 Poplar Lane. He wanted to thank the board for last year's grant of \$12,000. He stated that the Bartlett Oktoberfest Foundation is made up of the Lions, Rotary, and the Chamber of Commerce. He went on to say that the money goes to their charitable endeavors in the Bartlett community and thanked the board for their continued support. President Gunsteen thanked Mr. Berry for his time and comments.

2. Strategic Plan Discussion

Trustee Gandsey stated the Village's strategic plan was updated for the first time since 2018 following the transition to a new Village President and Village Board. There was a desire to better align the plan with current priorities and modern operational practices, which led to the engagement of CP2 Consulting. The



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objective was to refine broad concepts into a focused framework that guides both internal operations and community services while aligning targets with Government Finance Officers Association best practices.

The planning effort included a DISC assessment, an environmental scan, and a SWOT analysis, along with multiple Village Board discussions to refine the plan's foundation. This work resulted in five strategic pillars that anchor the plan: Financial Stability, Future-Focused Development, Quality of Life, Future-Ready Workforce, and Critical Infrastructure Preserved. Department Heads then reviewed the draft, helping shape goals, sub-goals, and measurable metrics. A measures gallery was developed to incorporate staff input and digital surveys provide opportunities for public feedback, followed by revisions and preparation of a final draft for Board approval.

Once adopted, the strategic plan will guide decision-making and clearly communicate the Village's priorities related to safety, finances, infrastructure, and quality of life. Ongoing implementation will be led by Department Heads, with support from a recommended Strategic Planning Committee composed primarily of assistants and middle management to track progress, report outcomes, and encourage collaboration across departments. She stated that staff recommend moving the plan forward for adoption.

Mr. Skrycki went over the Strategic Plan presentation outlining the five pillars and goals put together by staff. Financial Stability, Future Focused Development, Quality of Life, Future-Ready Workforce, and Critical Infrastructure Preserved. He then went over how each goal has outcomes, targets, and timelines that go along with that goal. He went on to discuss Future Focused Development and the outcomes our developers secured for the 20-acre parcel that the village purchased within the TIF District community. Mr. Skrycki stated that CP2 Consulting would be back on February 3rd to answer any questions that staff might have and discuss the implementation phase.

Ms. Schumacher stated that they were also able to have one-on-one discussions with staff to answer questions about the context of those goals and what the board's thoughts were. She also stated that the information received from the community based on the digital survey really didn't have any red flags or outliers, which was the intended goal of the measure gallery. Trustee Gandsey wanted to confirm the next steps, that this would go to the board for approval on January 13th after which Ms. Plasch would come back to go over implementation on February 3rd.

President Gunsteen asked about the Future Ready Workforce development timeline and wanted to know why we need to wait until March 2027 to select a developer. Ms. Stone stated that they wanted to make this timeline realistic and wanted to give them time to develop a master plan first. She stated they're working on the process now of bringing in consultants to design the master plan. She went on to say that they have three interviews completed and are meeting with one more candidate before making a recommendation to the board. President Gunsteen asked about our downtown and asked if that would be completed in December of this year. Ms. Schumacher stated that we have the CMAP agreement that would go on the January 13th agenda and that they've already met with them regarding the questions they would like to pose to the development experts. She stated that the next step is for us to approve that. Trustee Gandsey stated if there were no further questions, this would be forwarded to the board.



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C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

1. Proposed Capital Budget 1 Discussion

Chairman LaPorte turned it over to staff to discuss the capital budget. Public Works Director Dan Dinges stated that they were going to discuss the project's portion of what they're proposing in the capital budget. Mr. Dinges referenced Municipal Building Improvements; stating we have Lake Street TIF, Oak Realignment, the Golf Club House, and Koehler field. Mr. Dinges went over the water and sewer rate study, and the rate increase that we are moving forward with starting in May, along with implementing the water main replacement which he anticipates being done with this summer. He stated that under infrastructure improvements, it's mainly the Hanover Park interconnect that they are working with Hanover Park on. He stated they should be going out to bid shortly and then it'll get constructed this summer. President Gunsteen wanted to confirm that the Oneida Water tower, Mr. Dinges stated that's postponed indefinitely with future plans of potentially removing that water tower. He stated that when they run Oneida, they find that Southwind doesn't turn over as much which means getting fresh water and keeping it moving. He stated when they did paint on the Schick water tower, they had to take Oneida out of service and discovered that when it's off, it allows them to turn the water over on Southwind. Trustee Hopkins asked how long it's not been in use, Mr. Dinges stated for approximately a year. Mr. Dinges also addressed a question regarding the Hanover Park interconnect, stating that if our supply from DuPage Water Commission is impacted in some way and we can't supply our reserves, we have these interconnects in place where they would supply us with water to help keep those towers filled. He stated that we already have an interconnect in place with Streamwood, they are currently working with Elgin to put that in place since we already have the pipe work there.

President Gunsteen asked about the Oneida water tower and what the time period on that would be. Mr. Dinges stated that as referenced on the infrastructure improvements page, they had to push this project off since the price of water towers has significantly increased. President Gunsteen asked if we have a location for this, Mr. Dinges stated they're looking at Kent Circle but they're still working to finalize that. He went on to say that they also have a site reserved at Brewster Creek south of the Fire Station as another alternative. President Gunsteen voiced concerns stating that if we're looking at the strategic plan for redevelopment in our downtown, and it's five years out right now to remove the water tower and then take an additional two years to build a water tower, are we doing ourselves a disservice by pushing it to 2029 versus starting to plan sooner. Ms. Schumacher stated that this is a five-year plan that we look at every year, she stated that she would want to go through the TOD plan to make sure that we're doing a refresh regarding the process to make sure that plan lines up with what we want to do with the water tower. Trustee Battermann stated he was thinking about our strategy and was wondering if this is something we could brand and also asked about the proximity of a certain area considering the new water tower. Mr. Dinges stated that it's certainly something they can look into. He stated if there were no more questions, he would hand it over to Mr. Isham to go over sewer.

Mr. Isham went over projects by year. He stated that Devon and Bittersweet have been completed, and they are now focusing on the maintenance aspects. He went over sewer rehab and went over the service lining for manholes. He then discussed Lift Station upgrades and rehab, stating that Country Place and Scada have already been approved and they will get started shortly. He went on to say that next year,



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they have the lift station right off Stearns by Beaver Pond. Mr. Isham then moved on to the Bittersweet WRF Rehabilitation. He stated there is building work which is getting paid through an insurance claim which has already been approved and awarded. Trustee Suwanski asked what the insurance claim was for the building repair. Mr. Isham stated that was damage to the overhead door from the vector truck. Mr. Isham moved on to Street Projects by year emphasizing the MFT Maintenance Program which includes general patching, curb and gutter repairs, resurfacing etc. He stated we would be doing that annually again based off pavement condition index that PCI covered about a year ago.

Trustee Gandsey asked when the grant for the bike path would go over the railroad tracks. Mr. Isham stated he believes the construction will start Spring of 2026. He stated that Metra is handling this project and constructing it, but we'll be paying for it. Mr. Isham went over the IDOT Intersection Improvements, discussing the improvements at Lake, Oak and Bartlett Road for new lighting. He then discussed Bike Path Maintenance and Improvements. He stated the ComEd path, Naperville Road crossing, and the underpass for route 59 were what was planned for this year. He stated that they have to get a license agreement and are waiting for final permitting and approval from IDOT which they anticipate will happen in March 2026. Mr. Isham then went over the Metra Plan and concept for the North side. He stated the plan is to mirror the South side. Trustee Hopkins asked why Metra didn't fund this project. Ms. Schumacher stated that it wasn't a matter of funding, it was a change in the IDOT project, the State determined that they did not want to get rid of the split platform and make it a part of the project. Trustee Suwanski asked about funding for this project and stated that it says the funds will come from the General Fund but that we're also planning to change that to come from Metra. Mr. Isham stated that is the goal. Ms. Schumacher stated that we don't have a firm number yet, but we will have an intergovernmental agreement with them that we would do the work, and they would reimburse us.

Mr. Isham then went over the Downtown Sidewalk Renovation and Town Center Improvement. He stated that project is all done minus a few things that will get wrapped up this fiscal year. Trustee LaPorte asked if we could provide residents with a timeline and dates to be sent out through the Bartletter or website. Ms. Schumacher and Mr. Isham stated that we do keep residents informed via the Bartletter, but we also direct them to the interactive map so that they can pull up the projects to see the updates. Mr. Isham stated they will also do social media posts about the projects upon completion of the Capital budget discussions. President Gunsteen asked about the depot museum enhancements, Ms. Schumacher stated that was referencing the tables and chairs around the depot, the landscaping there and on the sidewalk. Trustee Hopkins asked about the Oak Avenue Realignment; he wanted to know what the point of the road going between them was. Mr. Isham stated that it will be more of a road to access the shopping center as well as a connection to Eastview. Trustee Hopkins asked what the triangular piece on the map was and how many acres it is. Mr. Isham stated that it's stormwater detention, he stated that if we are able to incorporate as much of the stormwater detention in this space to take care of as many developments in the future as possible. Trustee LaPorte asked if that would be on both sides of the realignment. Mr. Dinges wanted to reiterate that this is just a concept and could change quite a bit. He stated that they need the board's feedback before proceeding. He stated that they have a meeting with IDOT next week to get the ball rolling on phase one.

Mr. Dinges then stated that Mr. Skrycki would now go over the Golf Budget. Mr. Skrycki stated that there's four major projects coming up in the golf budget. He stated that the parking lot seal coating was



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completed earlier this fiscal year. The phase plan of carpet replacement is a three-year plan at \$25,000 per year, that project should be completed by 2027 or early 2028. He went on to the next project which is the well pump planned for 2028-2029. He stated that the well pump is past its lifespan and starting to leak which is a concern as it's the heart of the irrigation system. Mr. Skrycki stated that the final project is a new roof. He stated that it is currently the original roof from 1997-1998 and it's time to get a new one. He stated that they've budgeted \$100,000 for that roof which based on the quotes they received seems to be in a good ballpark for the budget. Trustee Hopkins asked why we didn't look into the well pump when we put in the irrigation system. Mr. Skrycki stated that we did discuss it but because it's an entirely different project, the consultant at the time suggested they could get a few more years out of it before replacing it.

President Gunsteen asked Mr. Dinges about the street paver and if it had arrived. Mr. Dinges confirmed that it arrived this past summer and that they have been and will be using it to complete projects in house. He stated that when they get to a bigger project such as the ComEd one, that will likely get farmed out, but they will continue to do as much as they can in house as well as using the paving machine for bike paths. President Gunsteen asked about the bridge that borders between Amherst and Wilcox stating that it looks like that bridge needs some maintenance. Mr. Isham stated that they've done some repairs to it, but because it's along the path that deals with the ComEd lease, they have to wait until the lease comes through.

Mr. Dinges transitioned to the last big project, which is Country Creek, for stormwater improvements. He stated they've been moving forward with meeting some residents on the easements and that they have a meeting scheduled with a resident this coming Friday. He went on to say that they've been working with the village attorney to finalize the easement documents along with the consultant to make sure they have the right language needed. He stated the other items they have is the municipal building improvements at village hall. They're looking into replacing carpet, along with some of the AV in Council Chambers. Mr. Dinges then discussed Koehler Field Improvements and Maintenance stating that they've received concerns about drainage being an issue. He stated they've spoken to contractors at the Park District who gave them information regarding drainage resurfacing projects at the field. He stated they are also looking into getting LED lights for the baseball field. Mr. Dinges stated they are looking into applying to a ComEd grant to convert to LED lights. President Gunsteen asked if there were other grants that would cover the other projects we're looking to do at Koehler field. Mr. Dinges stated they are certainly looking into that. Trustee LaPorte asked what the repercussions would be if Country Creek was pushed out further. Mr. Dinges stated that houses aren't falling but fences and sheds are certainly just a matter of time with erosion. He stated that with the grant processing and engineering process this will likely be delayed anyways. He went on to say that he doesn't recommend delaying it any further. Mr. Dinges went over an SSA where the properties would have to vote 51% to establish it. He stated this would help pay for a portion of it so that if we have two property owners that don't sign the easement, the other 31 are on board which allows them to discuss how they would like to proceed. Trustee LaPorte stated if there were no other questions, that's all he had for tonight.

B. ADJOURNMENT



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President Gunsteen moved to adjourn to Executive Session. Trustee Deyne moved to approve; the motion was seconded by Trustee Hopkins.

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Batterman, Deyne, Gandsey, Hopkins, LaPorte, Suwanski

NAYS: None

ABSENT: None

MOTION CARRIED

The Committee of the Whole meeting was adjourned at 8:42 p.m.

Jackie Cardoza
Executive Assistant