



VILLAGE OF BARTLETT COMMITTEE MINUTES February 3, 2026

1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting on February 3, 2026, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:09p.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, Planning & Development Director Kristy Stone, IT Director John Peebles, Grounds Superintendent Matt Giermak, Police Chief Ryan Conway, Village Attorney Kurt Asprooth, and Deputy Village Clerk Samuel Hughes.

3. TOWN HALL: None

4. STANDING COMMITTEE REPORTS

A. PUBLIC WORKS COMMITTEE, CHAIRMAN DEYNE

1. Discussion of Inspections for Public Works Projects

Trustee Deyne stated that he would turn it over to Public Works Director Dan Dinges. Mr. Dinges stated that back in November there was a discussion regarding Public Works projects and what inspections should be utilized. Mr. Dinges stated that they were trying to determine whether part of the discussion is about contractors the village hires to complete public works projects or discussing public works crews that complete projects as well. President Gunsteen stated that he spoke to members of the board and would provide some clarification. He stated that what Trustee Hopkins was stating was that if a pump station or anything the village is building comes through, that a permit should be pulled through the system so that the electrical, plumbing, building inspectors etc. are making sure that everything was inspected properly and not done by a general contractor or secondary firm. President Gunsteen asked if Mr. Dinges had any concerns regarding that. Mr. Dinges stated that he didn't and when they built the wastewater treatment plant, they applied for a permit and had plumbing and electrical inspectors out there inspecting those buildings. Mr. Dinges stated that some of the concerns were regarding the work being done at Town Center, he stated that they did have it inspected for the electrical work and plumbing for the runnel. However, typically for streetlights, they usually have the public works crew doing that or a third-party contractor that comes out to complete the installation and maintenance.

President Gunsteen wanted to confirm that if for example we get work done on the roof at Bartlett Hills, we would get a permit for a building inspector to come in and inspect the roof. Mr. Dinges stated that it



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was correct and that anything building related gets a permit for that work to be completed. President Gunsteen also wanted to confirm that anything outside the norm that Planning and Development services would issue permits for, we are not looking for inspections on that. He stated that it is not under the purview of our building inspectors but instead under public works to make sure they're following state requirements.

Trustee Gandsey asked if this will also serve to make sure that the company doing the work has done what they're supposed to do. Mr. Dinges stated that they typically have a consultant who completes the design work and then watches over the contractors that are doing the work to make sure that work on the project is being completed accurately.

B. BUILDING AND ZONING COMMITTEE, CHAIRMAN HOPKINS

1. CP #25-07 Oaks at Bartlett Concept Plan

Trustee Hopkins stated that the new owners of Hearthwood Senior Living (originally Clare Oaks), are requesting feedback from the Committee of the Whole prior to submitting a development application to amend the Planned Unit Development for the Immaculata Property. He stated that the petitioner is proposing to construct 22 buildings with a total of 44 duplex units on the remaining 12.7 acres of property. The original Master PUD Plan anticipated continued operation of Clare Woods Academy, future medical/office buildings and 10 duplex units for this portion of the property.

Ms. Stone stated that since the packet was sent out, the applicant has decided that they would like to add a clubhouse building for the duplex units. She stated that these duplexes are very similar to what is already at Clare Oaks on the South side of Carillion Drive and matches what the original layout was. She stated that this would be giving us additional units, and when we saw the original concept plan, one of the concerns at the time was that there wasn't enough density on the 12 acres. President Gunsteen wanted to point out that this was the former application for Maryville and that this would incorporate raising and removing that building during this process. President Gunsteen asked how many units, Ms. Stone said that it would be a total of 44 units that would be a part of the Clare Oaks Community. Trustee Suwanski asked if this would be incorporated within the senior housing, Ms. Stone stated that they will be adding sidewalks to make sure it's incorporated and that there's a lot of demand for this type of product. She went on to say that this also meets one of our strategic plan goals providing additional housing types within the village.

Ms. Stone stated that the applicant was online and could answer questions. Mr. NeCastro introduced Mr. Schwartz who stated that an endeavor is to construct these independent living cottages which would be rental and fully continuous within the community. He stated that within the new plan, they would receive meals, transportation, and housekeeping maintenance as part of their rent. He went on to say that these would be identical both in design and in service offering. Trustee Hopkins thanked the applicant for being present and answering questions. Ms. Stone stated that since the applicant has received positive feedback from the board, they would be directed to submit a full development application for the board's review.



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2. CP #25-13 Bartlett Meadow

Trustee Hopkins stated that the Pulte Group submitted a full development application for a single-family development on 19.75 acres located at the Southwest corner of Route 59 and Lake Street. The subdivision/PUD Plat identifies 28 single-family lots. The floor plans would range in size from 2,391 square feet to 3,826 square feet with 3-6 bedrooms. The development of the 19.75-acre property is subject to a consent decree entered in 1997.

Ms. Stone stated that the petitioner is present to answer any questions and go over details if needed. She stated that they are requesting some modifications from setbacks and lot size, however in this case almost every lot backs up to open space. She stated that there are some significant wetlands on the property that could cause some constraints with how this property could be developed. Ms. Stone stated that we do show a future connection to the property to the South which is almost a strip where it's 7-15 feet wide, and that taxes have been unpaid for a significant amount of time. She stated that in the event that we could have ownership of that property, we would like to see a connection so that this could eventually have access all the way to Route 59. Trustee Deyne asked about a different parcel which Ms. Stone confirmed was unincorporated. He asked whether there's a possibility of incorporating that into the village. Ms. Stone stated that the county has expressed interest over time, that they would like to have villages incorporate as much of these outlying parcels as possible. Trustee Gandsey asked if they would contribute to a bike path. Ms. Stone stated that we only have sidewalks proposed for this because there wasn't a plan. She stated that the bike path plan does not identify any in this location.

Trustee LaPorte asked if Ms. Stone could summarize the consent decree so that we could have it on record. Ms. Stone stated that there was a consent decree that basically said the property had to be advertised for commercial use for at least 15 years before the property owner could apply for residential zoning and the residential zoning provided was less than what they had originally proposed. She went on to say that the village doesn't have too much authority to counter that this is significantly less than what was originally proposed in the Eagle Ridge subdivision. Trustee Deyne asked if there was any area designated for a park for residents. Ms. Stone stated that the park district did not want a park site on this facility and that they preferred a cash donation and felt this was close enough to Peregrine Park in Eagle Ridge. President Gunsteen stated that his concern is that the homes on Haley Drive face the back of the current auto dealership lot. He stated that he wants to make sure we're not going to receive future complaints and suggested a fence or good screening through landscaping. Ms. Stone stated that the applicant stated that they're putting in a six-foot-tall solid wood fence along that northern property line on the north side of that drive. She stated that they're also going to have more of a split rail decorative fence along the rear of the lots that back up to the wetlands. Trustee Hopkins stated that if there were no more questions, this would be sent to the Planning and Zoning Commission for a public hearing.

C. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

1. Strategic Plan Summary Report



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Trustee Gandsey stated that upon adoption of the strategic plan, staff recommend establishing a strategic planning committee to support the implementation and reporting. While departments will remain responsible for executing initiatives a centralized structure is needed to ensure performance tracking and clear communication across the village. The internal committee would serve in a supporting capacity with the village administrator accountable for overall progress and reporting to the village board. The committee would assist with monitoring progress, coordinating timelines, refining performance measures and supporting internal communication and public reporting.

Cory Plasch from CP2 Consulting then presented some additional details. She stated that CP2 Consulting worked with staff to finalize the initial Mission and Vision, Performance Targets and Key Outcome Indicators, and staff continued to gather data to finalize targets. Ms. Plasch also stated that staff held a Measure Gallery and collected input from all residents. She then went over each strategic goal that has been established; those are Financial Stability, Future Focused Development, Quality of Life, Future Ready Workforce, and Critical Infrastructure Preserved.

President Gunsteen asked about Oak Realignment Phase II Engineering and asked if that was coming in sooner than the date listed which was 03/2028. Mr. Dinges stated that it's estimated to be about 18 months for phase I and 18 months for phase II, and that we just started in phase I. Mr. Dinges stated that that is expedited, including the process with IDOT.

Ms. Plasch stated that any edits should be noted and forwarded to CP2. She went on to say that she would be returning to work with staff on February 23rd and March 11th to finalize initiatives and a work plan. President Gunsteen asked who Ms. Plasch would be meeting with, she stated that it would be with the implementation team with the multiple levels of staff from different departments.

D. ADJOURNMENT

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 8:17 p.m.

Jackie Cardoza
Executive Assistant