



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES  
September 20, 2022**

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CALL TO ORDER

President Wallace called the Committee of the Whole meeting of September 20, 2022 of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:29 p.m.

ROLL CALL

**PRESENT:** Chairmen Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski, President Wallace

**ABSENT:** None

**ALSO PRESENT:** Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Human Resources Director Janelle Terrance, Sr. Management Analyst Samuel Hughes, Economic Development Coordinator Tony Fradin, Finance Director Todd Dowden, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Interim Planning & Development Director Kristy Stone, Grounds Supervisor Matt Giermak, Police Chief Geoff Pretkelis, Deputy Chief Will Naydenoff, Village Attorney Bryan Mraz and Village Clerk Lorna Gilles.

**BUILDING & ZONING, CHAIRMAN HOPKINS**

**Concept Plan: Bartlett BTS (NWC Bartlett and Naperville Roads)**

Chairman Hopkins introduced the item.

Interim Planning and Development Services Director Kristy Stone stated the Grasslands access road would directly align with the northern curb cut they are proposing on Naperville Road. They are requesting full access on West Bartlett Road as well. Right now, it would be a right in-right out, and they would have to get permission from Cook County Highway to cut into the median at that location.

Chairman Suwanski asked if there is only a right out on Naperville Road.

Ms. Stone stated as presented it is full access.

Chairman Gandsey stated that it was nice to hear from the residents here and the emails from residents. That being said, we have spent a lot of time talking about Naperville Road, working with the county to get signs up and this is the opposite of what we have worked towards.

President Wallace stated he has an issue with industrial going on that corner. He foresees it being residential or add businesses in the area when residents come. We need some



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extra open space out there as well. We have heard loud and clear that there are too many trucks out there and it would be really irresponsible to entertain a massive building on that corner.

Chairman Deyne stated his concern is that we can't enforce anything as far as truck traffic goes on Naperville Road. He confirmed that the intersection improvements on West Bartlett Rd. and Rt. 59 were going to start in the spring. We have signs to limit truck traffic on Naperville Road, changed the GPS truck trafficking and it is not working. He wondered why the curb cuts were going to be on Naperville Road, but staff had informed him that it would be a right-in right-out, so truck traffic would still be on Naperville Road. He asked if they need a positive or negative response from the board to move forward.

Ms. Stone stated that typically we recommend that they come before the committee to get feedback to see if they want to move forward with the development.

President Wallace asked why they don't want to go into the existing industrial park across the street.

Jeff Lanaghan, Senior Vice President for CRG Acquisition, LLC stated there is nothing of scale they can move into. They have done a study and feel like Bartlett is a good fit for where their employees live.

President Wallace asked if we have a parcel big enough for them in Brewster Creek.

Kristy Stone stated "no."

President Wallace stated if you had been here the last 5 years you would understand that we have an issue on Naperville Rd. and Cook County not fixing the road to handle that much traffic.

Mr. Lanaghan stated they are sympathetic to that and their goal is to not allow trucks on Naperville Rd. as best they can. They want to minimize or eliminate truck traffic going north of their building.

President Wallace stated the timing is bad and the road is not up to what it should be to handle more truck traffic. A lot of work needs to be done.

Chairman Gunsteen thanked the residents who came out to speak about this. He stated we worked diligently as a board to get the housing subdivision on the corner knowing it will add residents to that area. He liked the design and layout, but didn't think this building was what should go on that corner. He agreed with President Wallace that you can tell the trucking companies not to use the road and they won't for a while but then they will get caught and continue to use it. This project is a hard sell for him.



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Chairman Suwanski stated she was in the area around 5:15pm yesterday. The trucks will take the path of least resistance and the signs there do not help with the traffic. We have done the best we can, but she doesn't know how we can stop them from going down the road.

Chairman LaPorte asked if the property was built for homes and not industrial, wouldn't the traffic increase. He asked if we are worried about truck traffic or vehicular traffic.

Chairman Gunsteen stated the next developer that wants to go in will have to cross that hurdle of either widening the road or putting a round about in at their expense.

Chairman Hopkins stated that if trucks were not allowed to go northbound on Naperville Road, it would be a completely different topic. The goal of those residents is to stop the truck traffic and get the speed down to an appropriate limit.

Mr. Lanaghan stated he is not a traffic engineer, but he thinks there could be some ways to improve the traffic on that road and perhaps a round about could be part of that. They have tried to orient their building to be respectful of the residents and he appreciates the residents that came out.

Chairman Deyne stated when he looked at the plans and he saw the exit that they have which lines up with the Grasslands, he thought it needs to be thought out more. We are going to be having people exit from the Grasslands and then you're having employees coming in and out and maybe even truck traffic, there will be issues.

President Wallace stated he did not care how many curb cuts they have, he does not think this is the right space for an industrial property.

### **Amend Municipal Code Title 10, Zoning Ordinance: Cannabis Dispensing Centers**

Chairman Hopkins introduced the item.

Chairman LaPorte stated he did a quick review of where cannabis dispensaries are located in other municipalities, nothing formal, but a majority of them seemed like they were away from the downtown and along major highways, and he liked that idea.

Chairman Suwanski agreed.

Chairman Gandsey stated she had the chance to take a tour of a dispensary and it did not smell, seemed orderly. She was hesitant about choosing just portions of the downtown for them and be in.



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President Wallace stated these areas are zoned differently for a reason vs. how other areas are different. He asked Ms. Stone to discuss the special use process for things like this.

Ms. Stone stated if someone requested a special use permit, we would get an application, it would come before the committee first, then there would be a Public Hearing where everyone within 250 feet of the property were notified and that would go before the Planning and Zoning Commission. They would make their recommendation come back before the committee and we would see if it matched the findings of fact. There could be additional restrictions put on it because it is a special use and then the Village Board would vote on it.

President Wallace stated it allows them some flexibility to more develop the village as what we agree to be our strategic plan. That's what this gives us the ability to do. Sometimes that means picking and choosing locations because that is part of what it means to be a village board. He doesn't want to manufacture downtown Bartlett, he wants to get a feel of where the entire board feels this should go. The special use gives us the opportunity to take a look at the entire village as a whole, the board does not agree with this site, but this would be much better.

Chairman Gandsey stated with special use, do we get to choose who goes where even if they meet every parameter.

Village Attorney Bryan Mraz stated if you make it a special use, you don't have an unfettered ability to turn an application down. The way you keep it out is to have it prohibited in certain districts. If you make it a special use everywhere, you don't have a limit and your legal ability to turn it down may lead to a lawsuit.

Chairman Gunsteen asked if we can restrict it in certain areas and make it a special use in every other district.

Mr. Mraz stated that is correct.

Chairman Hopkins asked if they could make a certain number of licenses and make it a special use, like a liquor license.

Mr. Mraz stated it is not liquor and it is not licensed per se. Liquor has historically been limited, where as cannabis is a stated license and you have zoning authority.

President Wallace stated soon it will be like having a liquor license and that is why this is an important decision.



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Chairman Hopkins stated his take is to make it a special use and have it come to the board for approval.

Chairman Deyne stated we were just told a special use wouldn't work.

Mr. Mraz stated if you just make it a special use, and you turn it down, we will get sued and may not win.

Chairman Suwanski stated if we choose option #1 and prohibit it in the downtown overlay, we could make it a special use in the other commercial areas.

Ms. Stone stated we are proposing that it would be a special use in all of the commercial districts except for the downtown overlay district. The Planning and Zoning Commission thought it was too restrictive to prohibit it in the downtown overlay and so that is why they suggested that be further discussed by the board. The other alternative is to allow it in the B-3 and B-3 PUD districts in the downtown overlay. The other was to allow it everywhere as a special use in the downtown overlay.

Chairman LaPorte stated he thought the map with the downtown cut out looked good. Having a cannabis store on Rt. 59 seems better than downtown where only certain people would go.

Chairman Hopkins asked why they would open a bakery in downtown Bartlett than. He didn't think it was the boards choice to tell a business owner where they can or cannot put their business.

Chairman LaPorte asked if they have done a comparative analysis to see what other communities are doing.

Ms. Stone stated St. Charles allows it in all of their commercial districts besides the downtown. The only towns that were surveyed which allowed it in the downtown was Lombard and Wheeling.

Chairman LaPorte asked why we are trying to reinvent the wheel. The marketing and research have been done by communities larger than ours.

Chairman Gunsteen did not think the B-1 district should be included.

Chairman Gunsteen stated option #2 would allows it to be a special use in the B-3 and B-3 PUD which includes the Streets of Bartlett and the surrounding areas around that. It would eliminate it along the railroad tracks and the PUD for the Bartlett Town Center and it would still be a special use in the B-3 and B-3 PUD as well as any other commercial areas throughout the entire town.



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Ms. Stone stated that was correct.

Chairman Gandsey confirmed that this was something that could change after More Brewing is in or the apartments for example.

President Wallace stated this is going to be a fluid thing for the next 5-10 years. There will be changes to this thing, maybe someone will open one in their house like a brewery for example. The decision we make is a starting point and we can see what happens in these areas.

Chairman Suwanski stated once you open it up, you can't claw it back.

President Wallace stated he is okay with option #2. It is a part of the downtown, but the inner core is right around the train station, this area is further up from the core.

Chairman LaPorte stated he doesn't understand why we would allow it in the downtown if other towns are not. They have spent the money, done the research and have the consultants, why would we do something different.

President Wallace stated this board could restrict it to anywhere on Rt. 59 or Lake St. as well, he did not have any problem with that.

Mr. Mraz stated then you are back to option #1.

There was a straw poll and Chairmen Suwanski and LaPorte stated they wanted option #1. Chairman Hopkins wanted option #3, Chairman Gunsteen voted for option #2, Chairman Gandsey stated she could go with either, Chairman Deyne thought option #1 was too restrictive.

Chairman LaPorte stated there is plenty of other areas besides downtown to go.

Chairman Gandsey stated the one she visited was a different style then the ones you see in Schaumburg. It was more like a community, and it wasn't a type of place that would go to Rt. 59.

President Wallace stated he is more interested in this products tax revenue vs. what it does in town.

Chairman Suwanski stated the tax revenue would be the same wherever they go.

President Wallace stated Lake St. or Rt. 59 will drive more business likely.



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Chairman Hopkins stated the owners should be able to choose where they think they can see the most revenue and that's why he thinks it should be a special use and let the business owners invest their money where they want. He stated his option is #3.

Chairman Gandsey stated option #2 seems like a good compromise.

Chairman Gunsteen confirmed if it was a special use and we voted it down, they have legal ground to sue us.

Mr. Mraz stated that is correct, but if there is an area you do not want it and you prohibit it, that is a harder lawsuit for them to win. He is not disagreeing with what Chairman Hopkins is saying in letting the market decide, but he doesn't want them to have a false sense of security that we can deny anything.

President Wallace stated he disagrees with Trustee Hopkins. Letting multimillionaires come into downtown and do this type of business is not something he wants to see happen. He would be happy for them to be on Rt. 59, but he wants to keep the downtown quaint, he doesn't want a bunch of traffic downtown and doesn't want the option of 400 vehicles a day going in and out of the downtown because he still likes to be down there when there is not traffic all over the place.

Chairman Suwanski stated we just told someone we do not like their concept plan because it didn't fit our vision for that area and they are probably a multimillion-dollar company.

Chairman Hopkins asked if option #2 was okay with everyone.

Chairman Gunsteen stated option #2 would work.

Chairman Gandsey stated option #2 would work.

Chairman Gunsteen asked if in the special use do we have the option to say that the users have to approve of the use before they come in.

Mr. Mraz stated "no."

Ms. Stone stated we can always go with option #1 and then if we have a specific applicant that wants to apply to go to a location where it is prohibited they can apply for a text amendment and go through this same process.

President Wallace stated he liked that idea.



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Village Administrator Schumacher stated she thinks the mayor is right, this is going to be a fluid thing. Chairman Suwanski is also right that you cannot claw it back. She believes three of the board members wanted option #1, the most restrictive and it gives you the latitude that if you feel you want to open up, you can still do that.

Chairman Gandsey asked if the board would hear if someone wanted to open up a shop downtown.

President Wallace stated they would come to the board with a concept plan.

Chairman Deyne liked the idea.

President Wallace stated his vote is to go with option #1 and see how many people apply in the next 6 months.

Chairman Gandsey asked what the board would be worried about if they did option #2.

Chairman LaPorte stated he believes it is contrary to what every other town has done. Why spend millions of dollars if you don't have to and other communities have limited it to their commercial districts on major roads.

The item was forwarded on the village board for a vote.

**COMMUNITY & ECONOMIC DEVELOPMENT, CHAIRMAN GANDSEY**  
**Bartlett/Streamwood Bike Presentation**

Chairman Gandsey introduced the item.

Alex Hanson from Sam Schwartz Engineering presented the material. He stated that this project is an outgrowth of the villages strategic plan and many of its objectives. The project is funded through CMAP's local technical assistance program. The goals and objectives of the program were to evaluate existing and planned facilities in the village, work with the community to identify, and complete a connected network. Lastly it would identify key pedestrian improvements. They followed a three-step process for the plan. They got to know the community through analysis and survey the residents of the communities. They took that feedback to craft a vision for the future. They took that vision and put a plan together to systematically implement over the coming years.

President Wallace asked how much time the data gathering portion took.

Mr. Hanson stated about 18 months. He continued that the two major themes they heard from the communities were connectivity and safety. The proposed future bike network connects important community destinations throughout the communities and includes





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adding 34 miles of bike ways and enhancing an additional 4 miles of existing network and would put the vast majority of the residents within  $\frac{1}{4}$  mile of the bike network. We also worked and gathered detailed feedback on where they feel safe biking and what the context of that is in. We have taken this guidance and applied it through the overall network to find out what type of improvement needs to be made where. The vast majority of the bikeways would be off of the street on shared use paths or separate off-street trails. We have put a lot of effort into prioritizing these recommendations because they know there are a lot.

For people walking, they identified pedestrian focused areas like the downtown and around key commercial nodes. These are locations where traffic calming and policy actions would provide a lot of impact to improve conditions for people walking. They also looked at sidewalk gaps and analyzed where they are missing. They worked with the community to figure out where they should prioritize those to help determine investment and where the most impact could be felt. They identified 7 miles of tier 1 sidewalk gaps and an additional list of longer-term sidewalk gaps. Another key channel they heard about were intersections and crossings being a pinch point. Those intersections were identified and a comprehensive street design tool box which includes different solutions that can be implemented to address those challenges. They also put together grant starter kits for areas where bike improvements and walking improvements overlapped. This helps provide staff and community members key information on how to apply that information. To summarize, the planning for this is good timing given the funding at the federal and state levels that is currently available.

Chairman Gandsey asked how long does it typically take for a plan like this to come to fruition.

Mr. Hanson stated its hard to give a timeframe which is why we put a lot of effort into prioritizing projects. Bike and pedestrian plans are often very long term so we might be looking at a 20-year time frame to complete all of the recommendation's, but that is just a general guideline. Having a plan helps get funding for these projects as well.

Ms. Schumacher stated that is a key point and it gives us a head start on finding funding. We are all ready to go and it fortifies our applications for funding. Additionally, it will help us plan out our capital funding for these projects.

Chairman Gunsteen asked if the park district has seen the plan.

Ms. Stone stated they were a part of the stakeholder's group and we had multiple meetings throughout and included the various highway departments and forest preserve districts.

President Wallace asked how the low hanging fruit starting points were determined.



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Mr. Hanson stated they started with overlaying the proposed bike network with the sidewalk gap so they could see where you could address multiple needs with a single project. Then we went through at the final community meeting and the steering committee to get additional feedback and refine the boundaries.

President Wallace stated when he used to ride the prairie path he used to have to load up his bike, go west of Rt. 59 and then get on the trail. He thought it would be nice to get on his bike in Bartlett and be able to get on the path.

Mr. Hanson stated that was a priority for them in the study and received a lot of feedback about that issue.

President Wallace asked how much of the receptibility is on Bartlett to get these grants.

Ms. Schumacher stated we will certainly be a big player but there are a lot of other entities we can sweep in when we are talking about connecting regional bike paths.

President Wallace stated we really need to look into getting a path over or under Rt. 59.

Ms. Stone stated they are working with Grasslands to get the path under Rt. 59 near W. Bartlett Rd. and there is another path that would require further study, but would be an overpass in the Comed right-of-way further south and north of Stearns.

Chairman LaPorte stated perhaps this can be used in collaboration with developers where there is a need for path like in the parcel west of Naperville Rd. along W. Bartlett Rd.

**FINANCE & GOLF, CHAIRMAN DEYNE  
2021-2022 Strategic Technology Utilization Plan**

Chairman Deyne introduced the item.

Greg Kuhn of the Center for Governmental Studies stated they completed their work earlier in the summer, developed a report and strategic utilization plan for the village. He introduced Craig Anderson who is a very experienced city manager in the area and specializes in public works. Additionally, joining them was Tom Ross who is their police expert, is a formal police chief, and currently leads College of DuPage's law enforcement academy. The work they did to develop their recommendation's and findings included over 100 hours of interview meetings and site visits with your staff. We also conducted a staff survey and led a department head workshop.

Mr. Kuhn began to highlight a few of their findings. He stated the use of technology is ever present in their organizations today. It's used internally and externally by those that



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are trying to interact with the village. It has taken an evolutionary turn and one of the things they want to point out to the board is that this evolutionary nature of technology isn't just about the bits, the bites, the network cables and the software. Its about the data and the people that use that information technology you can provide. One of the challenges of government is how you move from the way things have been done and how they have evolved over time in the traditional sense of technology to the future that is nipping at our heels. In our report we encourage the village to have as much collaboration and collective decision making as possible. Sharing information across units of government is key. One of their recommendations is that the village implement a decision-making process that brings more voices and points of view into evaluation of improvements, new software, enhanced software and perhaps getting rid of a software or technology. The other thing, as Paula mentioned, our report walks through department by department our findings and recommendations for the near and long terms. On top of the narrative we provide, we have a matrix on page 46 of the report that takes these core recommendations and presents them in tiers. It is meant to be a ready reference guide for your administrative leaders to begin those evaluations that take place every budget season and sometimes mid-year when a technology problem occurs. A couple other general recommendations that we made include 1. Continuing to commit the steps necessary to ensure that existing and future technologies match existing organizational needs to the greatest extent possible; 2. To reduce paper driven processes as much as possible by implementing electronic options which can include anything form personnel files down to how someone would apply for a permit or a customer service inquiry; 3. Suggest improving technology capabilities for the virtual world we are all living in, including Zoom. One of the things we have discovered along the way is that these technologies are going to become more frequent. Additionally, creating as many "plug and play" conference rooms as possible where anyone can come in and hold a virtual meeting with a developer for example; 4. The village should also use its enterprise software to its fullest extent. We find when the commitment is made to use a new technology, many times the training involved to take full advantage of it doesn't come along at the same level. Once users get accustomed to something they often find it very useful.

Longer term goals include: 1. Developing ongoing flexible plans for information technology will be important; 2. Convening an IT assessment and evaluation team that brings different perspectives on top of the IT staff and the operating staff; 3. Plan for the future of data sharing. Data will be something that is asked for by your residents, businesses and other units of local government so the use and sharing of data will make you better off.

Mr. Anderson stated the only thing he would like to add has to do with the process we undertook for the study. There was a good exchange of ideas and a true interest in how technology would help us.



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Ms. Schumacher stated Mr. Ross was very helpful bringing his police expertise to the table and the entire NIU team had different levels of expertise that really allowed us to get down into more detail in terms of service provision which was really the driving force of this. Our strategic plan discusses evaluating our service delivery and enhancing that. The technology plan was a vital component of being able to do that. The last time we had a technology plan there were not desktop computers and we did not have email or the internet. She thinks it was very important that we upgraded our technology plan to give us a roadmap. One of the things we talked a great deal about was the agility to respond to residents and we have certainly seen in the last couple of years that there is a demand to hear back faster and easier so we need to build the infrastructure technology block to do that. We also want to be able to collaborate better as a staff. The matrix that the NIU team provided gives us a way to do that in the short and long term. We will take this plan and start implementing it into the budget season that you are going to see starting in October.

Chairman Gandsey asked how staff is going to keep looking forward.

Ms. Schumacher stated that NIU suggests a technology user group to help us scan the horizon and make sure we are adapting. We need representation from all departments, but we need it vertically and horizontally.

Chairman LaPorte asked if there were any one or two issues that were consistent throughout all of the departments or were they all unique.

Ms. Schumacher stated that they saw the upgrade to Office 360 a lot as well as improving coordination and sharing of information so everyone is on the same platform.

Mr. Kuhn stated making sure the extra step is taken to make sure a new software can interface with our enterprise wide software. Every time there is additional touch of a piece of paper or piece of information there is an opportunity for an error or a mismatch. When you write a piece of software that doesn't know the difference between "1 Maple Lane" and "One Maple Ln" can be an issue. The other thing is the ability to continue to get technology in the field. It could be an inspector taking a tablet out on an inspection to police officers' vehicle and all of the technology that goes in there.

Mr. Ross stated the police department was great to work with. With technology today in policing, the problem of everything interfacing is only going to get more difficult.

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



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ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 8:54 p.m.

Samuel Hughes  
Deputy Village Clerk