

VILLAGE OF BARTLETT
VILLAGE HALL, 228 S. MAIN STREET
COMMITTEE AGENDA
December 3, 2024

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **TOWN HALL:** (Note: Three (3) minute time limit per person)
4. **STANDING COMMITTEE REPORTS:**
 - A. **POLICE AND HEALTH COMMITTEE, CHAIRMAN SUWANSKI**
 1. Residential Parking Permit Review
 - B. **BUILDING AND ZONING COMMITTEE, CHAIRMAN GUNSTEEN**
 1. Code Enforcement Process
 2. #2024-17 Cheer Athletics Chicago
 - C. **FINANCE COMMITTEE, CHAIRMAN LAPORTE**
 1. Proposed 2025-2029 Capital Budget
 - D. **PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**
 1. Standard Public Works Contract Review
5. **ADJOURNMENT**



Agenda Item Executive Summary

AGENDA ITEM: Residential Parking Permit Review

BOARD OR COMMITTEE: Committee

BUDGET IMPACT

Amount	Budgeted
\$ 0	\$

Fund: Corresponding Activity Measure: Police Department issued 1,204 overnight parking citations since 2021

EXECUTIVE SUMMARY

The police department and the planning and development services department have been working on a solution to the parking concerns raised by many of the residents who reside in the Bartlett Green townhomes located on Oneida Ave, Chase Ave, and Hale Ave at the recent board meeting on Tuesday, November 19, 2024. On a regular basis, approximately 50-70 vehicles will be parked on Oneida Ave, Chase Ave, and Hale Ave between 2:00 a.m. and 6:00 a.m. when overnight parking is prohibited per ordinance. Residents are allowed three overnight parking permissions per month per vehicle. However, the overnight parking issue continues to persist in this area because of the lack of available parking.

The suggested amendments to Section 6-11-1304.8.1 "Residential Permit Parking Area" would provide the opportunity for residents within the residential parking permit zone to apply for an annual residential parking permit that would allow them to park their vehicles in the designated permit parking areas during overnight hours, 2:00 a.m. to 6:00 a.m.

ATTACHMENTS (PLEASE LIST)

Memo
Ordinance
Appendix A Eligible Residences
Map of on street parking locations

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: CONTINUE TO ENHANCE AND IMPROVE EFFICIENCY OF SERVICE DELIVERY METHODS AND APPROACHES

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

Staff: Rob Sweeney, Deputy Chief of Operations

Date:

December 3, 2024

POLICE DEPARTMENT MEMORANDUM
24-53

DATE: November 27, 2024

TO: Paula Schumacher, Village Administrator

FROM: Rob Sweeney, Deputy Chief of Operations

RE: Ordinance Amending Residential Permit Parking

The police department and the Planning & Development Services department have been working on a solution to the parking concerns raised by many of the residents who reside in the Bartlett Green townhomes located on Oneida Avenue, Chase Avenue, and Hale Avenue at the recent Village Board meeting on Tuesday, November 19, 2024. On a regular basis, approximately 50-70 vehicles will be parked on Oneida Avenue, Chase Avenue, and Hale Avenue between 2:00 a.m. and 6:00 a.m., when overnight parking is prohibited per ordinance. Residents are allowed three overnight parking permissions per month per vehicle. However, the overnight parking issue continues to persist in this area because of the lack of available parking.

Planning and Development Services determined that most units within the Bartlett Green Phase 1-6 are allotted 2.0 parking spaces, which is less than other similar areas within the village, Hearthwood Farms (2.3 spaces per unit) and Country Place (2.7 spaces per unit). Additionally, five units on S. Hale Ave have no designated parking spaces. The Planning & Development Services department contacted the management company responsible for Bartlett Green Phases 1-6, which indicated they do not have any space or money to add additional parking spaces for these units.

As early as June 1985, the residents of Bartlett Green Phase 1-6 requested assistance from the Village of Bartlett regarding the lack of parking options during the overnight hours of 2:00 a.m. to 6:00 a.m. That year, the association submitted a petition signed by 138 residents requesting assistance from the Village of Bartlett.

- In August 1985, Ordinance 85-75 passed, creating a residential parking permit area on the East side of the Metra parking lot, which provided approximately 72 overnight parking spaces.
- In November 2017, Ordinance 2017-144 redefined the residential parking area, specifying 16 overnight parking spaces in the Metra parking lot.

This previous solution did not solve the overnight parking issue that continues to persist in this area. At the Town Hall portion of the Village Board Meeting, many residents raised safety concerns about walking long distances to/from the Metra parking lot to their residences. One resident also alleged that her vehicle was burglarized when it was parked overnight in the Metra parking lot.

Some of our surrounding towns have the following ordinances pertaining to overnight parking restrictions in areas with limited parking:

- **Hanover Park**: Allows overnight parking on one side of the street between 2:00 a.m. and 6:00 a.m., based on an alternating odd/even address system.
- **Streamwood**: A residential parking permit is required for overnight parking on one side of the street between 1:00 a.m. and 5:00 a.m.

The suggested amendments to Section 6-11-1304.8.1 "Residential Permit Parking Area" would provide the opportunity for residents within the residential parking permit zone to apply for an annual residential parking permit that would allow them to park their vehicles in the designated permit parking areas during overnight hours, 2:00 a.m. to 6:00 a.m. The designated residential parking permit areas would include the East side of the street on S. Hale Ave between North Ave and Oneida Ave, the East side of the street on S. Chase between North Ave and Oneida Ave, and the South side of the street on Oneida Ave between Prospect Ave and S. Elroy Ave. The permit would not exempt vehicles from all other parking restrictions, including but not limited to blocking a fire hydrant, blocking a crosswalk/driveway, and parking on the street after 2" of snowfall. A maximum of 132 permits would be issued, with 15 permits reserved for the five residences on S. Hale Ave with no designated parking spots. There would be an application fee of \$50.00 per permit each year.

GIS used mapping software to determine that 132 spots were available if on-street parking was allowed on one side of the street of S. Hale Ave, S. Chase Ave, and E. Oneida Ave. (See attached map). This is in addition to the 16 spots available in the Metra lot. Since the police department has allowed residents to park on the street during the overnight hours without citations being issued during the development of this amendment, approximately 60 cars have been parked on the street in the residential parking permit area, with an additional 15-20 cars parked on North Ave. The proposed revised amendments would not raise any traffic safety concerns in this area since there were only two motor vehicle crashes over a three-year period, neither of which were caused by vehicles parked on the roadway.

ORDINANCE 2024 - _____

**AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE REGARDING
RESIDENTIAL PERMIT PARKING**

WHEREAS, the Village of Bartlett ("**Village**") is an Illinois home rule municipal corporation organized and operating pursuant to Article VII of the Illinois Constitution of 1970, and has the authority to exercise any power and perform any function pertaining to its government and affairs except as limited by Article VII, Section 6 of the Illinois Constitution of 1970; and

WHEREAS, the Village is authorized to regulate the use of its streets and other Village property (65 ILCS 5/11-80-2), and regulate the standing or parking of vehicles with respect to streets and highways under its jurisdiction (625 ILCS 5/11-208(a)(1)); and

WHEREAS, the corporate authorities of the Village desire to amend the regulations for residential permit parking in Section 6-11-1304.8.1 of the Village of Bartlett Municipal Code ("**Village Code**"); and

WHEREAS, the corporate authorities of the Village find that amending the Village Code, as provided in this Ordinance, is in the best interests of the health, safety, and welfare of Village residents.

NOW, THEREFORE, BE IT ORDAINED by the Village Board of Trustees of the Village of Bartlett, DuPage, Kane, and Cook Counties, Illinois, pursuant to its home rule authority, as follows:

SECTION 1. Recitals. The recitals set forth above are hereby incorporated into and made a part of this Ordinance as if fully set forth in this Section 1.

SECTION 2. Amendment to Section 6-11-1304.8.1 of the Village Code. That Section 6-11-1304.8.1, "Residential Permit Parking Area," of Part 11-3000, "Stopping, Standing and Parking," of Title 6, "Motor Vehicles and Traffic," of the Village of Bartlett Municipal Code is hereby amended as follows (additions in **bold and underline**, deletions in ~~strikethrough~~) (omitted language is not intended to be amended):

"6-11-1304.8.1: RESIDENTIAL PERMIT PARKING AREA:

A. "Residential area" shall mean a contiguous or nearly contiguous area containing public highways or parts thereof primarily abutted by residential property or residential and nonbusiness property (such as: schools, parks and churches).

B. ~~All residents shall be deemed eligible for residential permit parking when the residents would otherwise park the vehicles on the street in violation of the~~

~~two o'clock (2:00) A.M. to six o'clock (6:00) A.M. prohibition~~ **To be eligible for a residential parking permit, the applicant must reside within the following Residential Permit Parking Zone:**

1. The area depicted on the map attached hereto as Exhibit A.

C. "Residential Permit Parking Area" shall mean the following areas:

1. The residential area west of Berteau Avenue, the north side of East Bartlett Avenue, first ten (10) spaces to the permit parking area known as Lot 7, and the east side of Berteau Avenue north of East Bartlett Avenue south of West Oneida Avenue. The northern six (6) spaces of Lot 14 where parking shall be allowed for vehicles owned or leased by a Village resident who has procured and displays a residential parking permit. ~~This permit parking area is reserved for the use of Village residents who have "residential parking permits" issued one per property on a first come, first issued basis.~~
2. **The residential area on the East side of the street on S. Hale Avenue between North Avenue and Oneida Avenue, the East side of the street on S. Chase Avenue between North Avenue and Oneida Avenue, and the South side of the street on Oneida Avenue between Prospect Avenue and S. Elroy Avenue.**

D. Application Requirements:

1. The application for a permit shall contain the name of the owner or operator of the motor vehicle, **proof of current residency within a Permit Parking Zone** residential address, the motor vehicle's make, model, registration number, **registration address.** and ~~proof of residency~~
2. **Applicants must pay an application fee of fifty dollars (\$50.00) per permit.**
3. **A maximum of 132 permits may be issued for use in the Residential Permit Parking Area. Permits will be issued on a first-come, first-issued basis.**

E. The permit shall be renewed quarterly ~~on or before the first day of the new quarter, January 1, April 1, July 1 and October 1~~ **yearly and will remain valid for each calendar year.** The permit shall display the quarter number for which it is issued. ~~This permit shall entitle the permittee to park in the designated residential permit area twenty-four (24) hours daily.~~ **The permit does not exempt vehicles from all other parking restrictions in the Village Code, including but not limited to, blocking a fire hydrant, blocking a crosswalk/driveway, parking on the street after 2 inches of snowfall.**

F. The residential parking decal permit hanger ~~will be displayed hanging from the rear view mirror inside of the vehicle in such a manner that it is clearly visible from the outside of the motor vehicle~~ **will be affixed to the upper left side (driver's side) of the vehicle's windshield in such a manner that it is clearly visible from the outside of the motor vehicle.**

G. **The residential parking permit decal shall not be transferrable between vehicles.** No person shall display a parking permit decal hanger on any vehicle other than the vehicle described in the application for which the residential parking permit was issued. ~~hanger has been made and parking permit hanger issued.~~ Any such use or display of a parking permit decal hanger on a vehicle as described above shall constitute a violation of this ~~the~~ regulation by the permittee and by the person who so used or displayed such parking permit decal hanger."

SECTION 3. Severability. The various provisions of this Ordinance are to be considered as severable, and if any Court of competent jurisdiction shall hold any part or portion of this Ordinance invalid, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION 4. Repeal and Saving Clause. All ordinances or parts of ordinances in conflict herewith are hereby repealed; provided, however, that nothing herein contained shall affect any rights, actions, or cause of action which shall have accrued to the Village of Bartlett prior to the effective date of this Ordinance.

SECTION 5. Effective Date. This Ordinance shall be in full force and effect after its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

Kevin Wallace, Village President

ATTEST:

Lorna Giles, Village Clerk

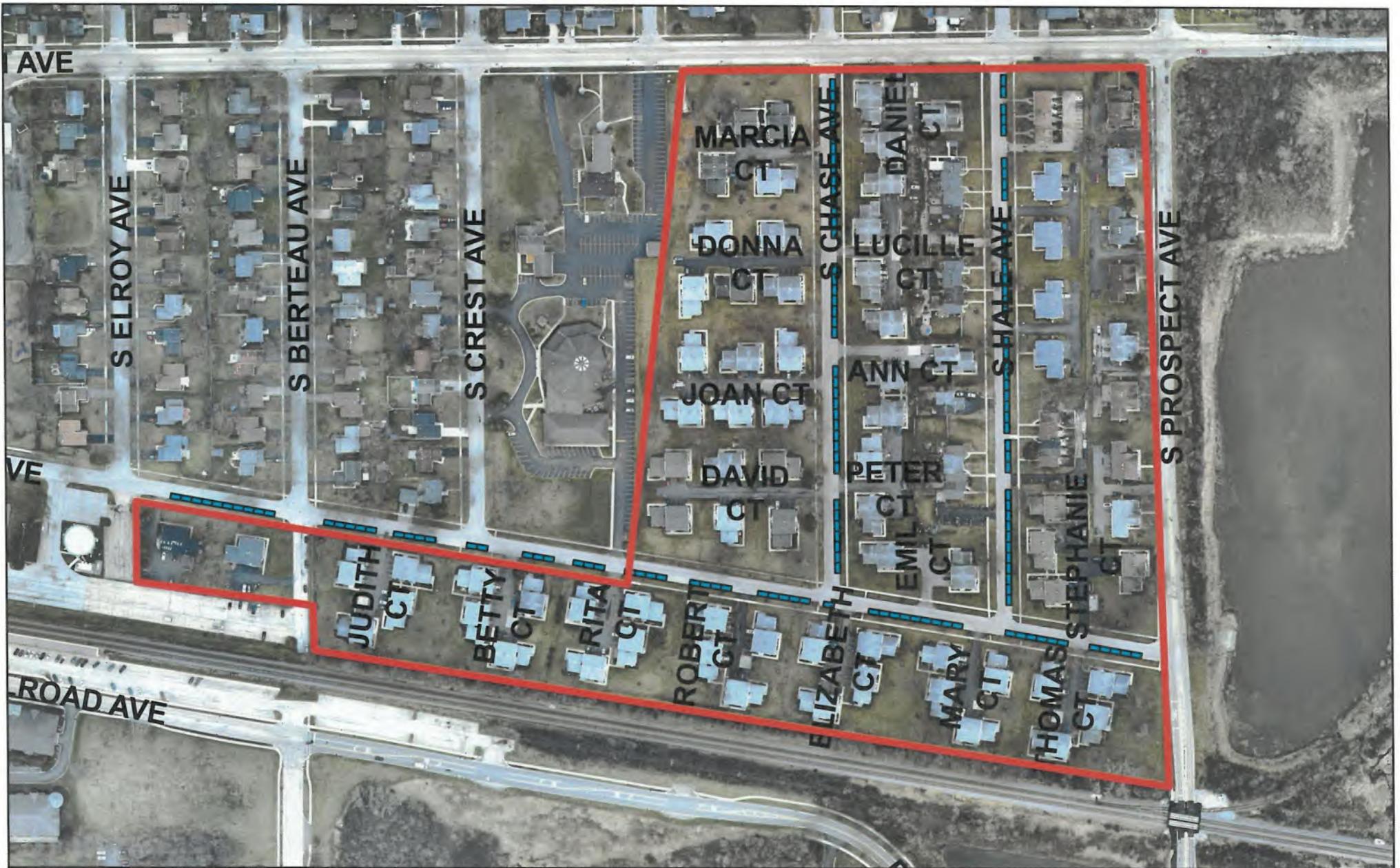
CERTIFICATION

I, the undersigned, do hereby certify that I am the Village Clerk of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance 2024- _____ enacted on December ____, 2024, and approved on December ____, 2024, as the same appears from the official records of the Village of Bartlett.

Lorna Giles, Village Clerk

Exhibit A

Map of the Residential Permit Parking Zone



Created by Bartlett GIS,
November 2024

Residential Units Eligible for Residential Parking Permits



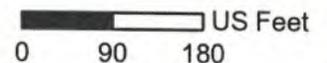
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Created by Bartlett GIS,
November 2024

PARKING LOCATION MAP

S Hale Ave: 42 spots, S Chase Ave: 39 spots,
Oneida Ave: 51 spots





Agenda Item Executive Summary

AGENDA ITEM: Code Enforcement Process BOARD OR COMMITTEE: Committee

BUDGET IMPACT

Amount \$N/A Budgeted \$N/A
Fund: N/A Corresponding Activity Measure: N/A

EXECUTIVE SUMMARY

In the past year, residents have reached out to Village Board members to voice concerns with code violations on adjacent properties as well as code violation notices that they have received. Staff will be explaining the procedures that the Village's two (2) code enforcement officers follow for every complaint that is received from the public or initiated by staff.

Staff's goal is to have the property owner correct the violation prior to a ticket being issued for a local adjudication hearing. Over 90% of code complaints are corrected prior to a local adjudication ticket being issued.

ATTACHMENTS (PLEASE LIST)

Memo, Procedures for Compliance, Samples of: 1st Notice, 2nd Notice, Hearing Notice and Ticket, Explanation of Hearing, Hearing Order, Notice of Liability

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: N/A

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION:

Staff: Kristy Stone, PDS Director

Date: November 26, 2024

PLANNING & DEVELOPMENT SERVICES MEMORANDUM
24-92

DATE: November 26, 2024

TO: Paula Schumacher, Village Administrator

FROM: Kristy Stone, PDS Director 

RE: **Code Enforcement Process**

In the past year, residents have reached out to Village Board members to voice concerns with code violations on adjacent properties as well as code violation notices that they have received. Staff will be explaining the procedures that the Village's two (2) code enforcement officers follow for every complaint that is received from the public or initiated by staff.

Code Enforcement has attached the procedures for general code complaints as well as those for tall grass/weeds.

Also attached are samples of the following documents that are prepared during the code enforcement and local adjudication process:

- 1st Notice of Violation
- 2nd Notice of Violation
- Letter for Local Adjudication Hearing, Ticket and Explanation of Hearing Process (mailed together)
- Findings, Decision & Order (completed by Hearing Officer)
- Notice of Determination of Liability (given at hearing or mailed out the next day)

Staff's goal is to have the property owner correct the violation prior to a ticket being issued for a local adjudication hearing. Over 90% of code complaints are corrected prior to a local adjudication ticket being issued.

CODE ENFORCEMENT PROCEDURES FOR COMPLIANCE (GENERAL)

1) Complaint Intake (Complaint Received / Proactive Enforcement)

Purpose: Document and verify complaints regarding potential code violations for investigation

Action:

Complaint from Public:

- a) Receive complaints via phone, email, online portal, or in person.
- b) Log the complaint into the tracking system with all relevant details, including location, nature of the issue, and complainant's contact information (if provided).
- c) Confirm receipt of the complaint with the complainant, if appropriate, and explain the next steps.

Complaint from Code Enforcement:

- a) Log the complaint into the tracking system with all relevant details, including location, nature of the issue, and complainant's contact information (if provided).
- b) Proceed to the next step.

2) Initial Inspection

Purpose: The Code Enforcement officer visits the property to investigate for potential code violations (e.g., zoning, health, safety, building code violations).

Action: Observe the condition of the property. Take photographs, notes, or other records to document the complaint.

Contact: Attempt to make contact with the property owner or occupant (via phone, in person, or leave a notice at the property) to discuss potential violations.

- a) **If contact is made:** we explain the violations and inform them of the next steps to remedy them.
- b) **If contact is not made:** leave a written notice explaining the violations and further actions. If the property shows as a rental property or is vacant, verify the property owner's information through property records and mail the notice to the owner.

3) Issuance of 1st Notice of Violation (NOV)

Purpose: To notify the property owner of violation(s) and provide an opportunity to correct it.

Action: Prepare and issue a Notice of Violation (NOV) with the following details:

- ✓ Description of the violation(s).
- ✓ Information on how to correct the violation(s).
- ✓ Reference to the specific code(s) or ordinance(s) violated.
- ✓ Deadline for compliance (typically **7-14 days**).

Delivery: Hand-delivered, posted to the property, or mailed 1st class

4) Reinspection After Compliance Deadline

Purpose: To verify whether the property owner has corrected the violation by the deadline.

Action: Return to the property to conduct a follow-up inspection.

Possible Outcomes:

- a) **Violation Corrected:** If the property owner has resolved the violation(s), we document compliance, take pictures verifying compliance, and close the case.
- b) **Violation Not Corrected:** If the violation(s) persist, proceed to the next step.

5) Issuance of 2nd Notice of Violation / Final Notice

Purpose: Inform the property owner that the violation still exists.

Action: Issue a Second Notice of Violation:

- ✓ A reminder of the original violation(s) with reference to the specific code(s)
- ✓ Information on how to correct the violation(s).
- ✓ Compliance Status of each violation(s).
- ✓ New deadline for compliance (typically **7-14 more days**).
- ✓ Warning of further enforcement action (Adjudication Citation / Fines)

Delivery: Hand-delivered, posted to the property, or mailed 1st class

6) Second and Final Reinspection

Purpose: Verify if the violations have been corrected after the second notice.

Action: Conduct a reinspection of the property.

Possible Outcomes:

- a) **Violation Corrected:** If the property owner has resolved the violation(s), we document compliance, take pictures verifying compliance, and close the case.
- b) **Violation Not Corrected:** If the violation(s) persist, proceed to the next step.

7) Issuance of Administrative Adjudication Citation

Purpose: Impose a monetary penalty for non-compliance. The goal is compliance, but this steps also allow us to impose fines of up to \$750.00 for each violation, each day there is non-compliance.

Action: Draft the Administrative Adjudication Citation and enter it into the Database.

- ✓ Include detailed information about the citation including how many violations have been issued, the lack of cooperation, pictures, and time given to cure.
- ✓ Typically, each violation is considered a separate violation subject to fines.

Delivery: Almost always delivered 1st class mail. In rare situations, it is posted to property.

8) Final Reinspection Before Administrative Adjudication

Purpose: Conduct a final inspection before Administrative Adjudication to determine compliance.

Action: Code Enforcement makes one last attempt to seek compliance before the hearing and to get an update on the status of the Violation(s).

Possible Outcomes:

- a) **Violation Corrected:** If the property owner has resolved the violation(s), we document compliance, take pictures verifying compliance, and inform the hearing officer compliance was achieved, and typically nonsuit the citation.
- b) **Violation Not Corrected:** If the violation(s) persist, proceed to the next step.

9) Administrative Adjudication Hearing

Purpose: If the violations remain unresolved, proceed with the Administrative Adjudication hearing.

Action: Present the case to the Administrative Hearing Officer.

- ✓ Provide all documentation (inspections, photographs, notices, etc.) to the court.
- ✓ The property owner may be present to admit liability or contest the violation(s).
- ✓ Hearing Officer will listen to facts and enter his findings, decision and order which may include:
 - I. Compliance Village nonsuit – Violations Corrected and Case is Dismissed
 - II. Continuance – Grant extensions to correct the violation(s).
 - III. Finding of Liable – Violations still exist or did exist and the hearing officer may impose fines for non-compliance based on the preponderance of the evidence presented.

10) Post-Administrative Adjudication

Purpose: Ensure compliance if continuances were given or owner didn't appear.

Action: If the court imposes fines or mandates repairs, monitor compliance. If the property owner still fails to comply:

- Additional Administrative Adjudication Citations may be issued.
- The property may be subject to further legal action, including liens placed on the property or the use of Illinois Debt Recovery Offset Portal (I-DROP).
 - If a lien is to be filed, collect and organize the following:
 - I. Copy of the unpaid invoice(s).
 - II. Proof of notifications sent to the property owner.
 - III. Officially record the lien with the appropriate governmental authority.
 - IV. Pay any applicable filing fees and retain a receipt for recordkeeping.
 - V. Obtain a certified copy of the filed lien for the Village's records.
 - VI. Send a certified letter to the property owner with a copy of the filed lien.

CODE ENFORCEMENT PROCEDURES FOR COMPLIANCE (TALL GRASS)

1) Complaint Intake / Code Enforcement Observation

Purpose: To document and verify a property has tall grass or weeds exceeding the height limit or species allowed set by local ordinance.

Complaint from Public:

- a) Receive complaints via phone, email, online portal, or in person.
- b) Log the complaint into the tracking system with all relevant details, including location, nature of the issue, and complainant's contact information (if provided).
- c) Proceed to the next step.

Observation from Code Enforcement:

- a) Log the complaint into the tracking system with all relevant details, including location, nature of the issue, and complainant's contact information (if provided).
- b) Proceed to the next step.

2) Initial Inspection

Purpose: The Code Enforcement officer visits the property to confirm tall grass / weeds exist.

Action: Measure the grass height (if necessary). Take photographs and document the complaint.

Contact: Attempt to make contact with the property owner or occupant (if the property is occupied) to discuss potential violations.

- a) **If contact is made:** we explain the violations and inform them of the next steps to remedy them.
- b) **If contact is not made:** leave a written notice explaining the violations and further actions. If the property shows as a rental property or is vacant, verify the property owner's information through property records and mail the notice to the owner.

3) Issuance of 1st Notice of Violation (NOV)

Purpose: To notify the property owner of violation(s) and provide an opportunity to correct it.

Action: Prepare and issue a Notice of Violation (NOV) with the following details:

- ✓ Description of the violation(s).
- ✓ Information on how to correct the violation(s).
- ✓ Reference to the specific code(s) or ordinance(s) violated.
- ✓ The deadline for compliance:
 - **7 days** from the notice date for 1st Offense.
 - **5 Days** from the notice date for 2nd Offense in the same calendar year.
- ✓ If the Violation(s) are not corrected, the Village will send out our Contractors to mow.

Delivery: Hand-delivered, posted to the property, or mailed 1st class

4) Reinspection After Compliance Deadline

Purpose: To verify whether the property owner has corrected the violation by the deadline.

Action: Return to the property to conduct a follow-up inspection.

Possible Outcomes:

- a) **Violation Corrected:** If the property owner has resolved the violation(s), we document compliance, take pictures verifying compliance, and close the case.
- b) **Violation Not Corrected:** If the violation(s) persist, proceed to the next step.

5) Dispatch the Village Contractor to Mow

Purpose: To abate the tall grass violation and recover costs from the property owner.

Action: Contact the Village contractor via E-Mail with abatement details:

- ✓ Property Address
- ✓ Parcel Number
- ✓ Areas needs to be abated

6) Billing the Property Owner

Purpose: To recover the Village expenses incurred for mowing the property.

Action: Prepare and send an invoice to the property owner for the contractor's mowing fee, along with Village administrative fees (Cost of Mowing + \$75.00 Administrative Fee)

Possible Outcomes:

- a) **Invoice paid:** Payment is entered into the system and the case is closed.
- b) **Invoice unpaid:** Proceed to the next step.

7) Prepare a Lien for the Property

Purpose: Gather all unpaid invoices that qualify for a property lien (60 days delinquent)

Action:

Collect and organize the following:

- I. Copy of the unpaid invoice(s).
- II. Proof of notifications sent to the property owner.
- III. Officially record the lien with the appropriate governmental authority.
- IV. Pay any applicable filing fees and retain a receipt for recordkeeping.
- V. Obtain a certified copy of the filed lien for the Village's records.
- VI. Send a certified letter to the property owner with a copy of the filed lien.



VILLAGE OF BARTLETT

228 SOUTH MAIN STREET, BARTLETT, IL 60103

1ST NOTICE

June 3, 2024

[REDACTED]
BARTLETT, IL 60103

Re: Municipal Code Violation **CODE-24-397** at [REDACTED] Bartlett, IL 60103
(PIN: [REDACTED])

Dear [REDACTED]

An inspection was conducted on **June 3, 2024** of the above property owned, occupied or controlled by you at the above mentioned address. The following violation(s) from the Municipal Code including the *International Property Maintenance Code* were identified:

CODE SECTION	VIOLATION(S):	HOW TO CORRECT VIOLATION:
IPMC 308.1 ACCUMULATION OF RUBBISH AND GARBAGE	<i>Exterior property and premises, and the interior of every structure, shall be free from any accumulation of rubbish or garbage.</i>	<i>Please make a conservative effort to clean the exterior premises of all rubbish or garbage. Please see the Village of Bartlett definitions attached to this notice for an understanding of what might be considered rubbish or garbage.</i>
MC 4-1-8 ABATEMENT OF NUISANCES	It shall be unlawful for any person to permit or maintain the existence of any nuisance on any property under his control.	Please see what constitutes a public nuisance in the Village of Bartlett definition attached to this notice.
MC 10-11-1-4:B VEHICLES PARKING ON THE GRASS	All parking and driveway areas shall be paved with asphalt, concrete or approved paver stone or brick, shall be kept free from dirt and other debris, and shall be kept in good repair.	It appears that a parking pad has been installed to the right of the driveway, using some type of brick paver. In order to legally extend the driveway you must apply for a permit.
MC 9-13-6 MAINTENANCE OF PARKING LOTS AND DRIVEWAY AREAS	Asphalt driveways shall be regularly seal coated to protect and extend the life of the asphalt and maintained in a state of good repair.	Please plan to have the driveway seal-coated this summer. This is an added amendment to the code as of 2020 and we cite it as we come across other code issues at an address.
ORDINANCE VIOLATION	<i>No person or entity, without lawful authority, shall willfully injure, deface, disfigure, cut, carve, transplant, remove, destroy, attach any rope, wire, nail, advertising posters, election posters or other contrivance to any public tree or other tree or shrub on any public right-of-way or Village owned property.</i>	<i>Please remove the chair swing and icicle lights from the village Parkway tree.</i>

A re-inspection will be conducted on or about **June 17, 2024** to determine that the violation(s) has been abated and compliance has been met. **Failure to comply may result in a citation being issued for an appearance at a scheduled monthly administrative adjudication hearing at Village Hall.**

If you have any questions or need clarification, please contact me at 630-540-5920

Respectfully,

Kory Smith
Code Enforcement Officer



VILLAGE OF BARTLETT

228 SOUTH MAIN STREET, BARTLETT, IL 60103

2ND NOTICE

June 20, 2024

[REDACTED]
BARTLETT, IL 60103

Re: Municipal Code Violation **CODE-24-397** a [REDACTED], Bartlett, IL 60103
(PIN: [REDACTED])

Dear [REDACTED]

A re-inspection was conducted on **June 17, 2024** of the above property owned, occupied or controlled by you. This inspection revealed violations set forth by the Village of Bartlett Municipal Code including the *International Property Maintenance Code*. The violations are as follows:

CODE SECTION	RE-INSPECTION NOTES(S):	STATUS OF VIOLATION:
IPMC 308.1 ACCUMULATION OF RUBBISH AND GARBAGE	<i>Please make a conservative effort to clean the exterior premises of all rubbish or garbage. Please see the Village of Bartlett definitions attached to this notice for an understanding of what might be considered rubbish or garbage.</i>	<i>Non-compliant</i>
MC 4-1-8 ABATEMENT OF NUISANCES	<i>Please see what constitutes a public nuisance in the Village of Bartlett definition attached to this notice.</i>	<i>Non-compliant</i>
MC 10-11-1-4:B VEHICLES PARKING ON THE GRASS	<i>No further action is required.</i>	<i>Compliant</i>
MC 9-13-6 MAINTENANCE OF PARKING LOTS AND DRIVEWAY AREAS	<i>Please plan to have the driveway seal-coated this summer. This is an added amendment to the code as of 2020 and we cite it as we come across other code issues at an address.</i>	<i>Non-compliant</i>
ORDINANCE VIOLATION	<i>No further action is required.</i>	<i>Compliant</i>

A final inspection will be conducted on or about **July 1, 2024** to determine compliance.

If you have any questions or need clarification, please contact me at 630-540-5920

Respectfully,

Kory Smith
Code Enforcement Officer

Failure to abate the violation(s) will result in a citation being issued for a scheduled appearance at the monthly administrative hearing at Village Hall. If found liable at the hearing, fines may be imposed up to \$750 for each offense.



THE VILLAGE
OF
BARTLETT

VILLAGE PRESIDENT

Kevin Wallace

ADMINISTRATOR

Paula Schumacher

VILLAGE CLERK

Lorna Gilless

TRUSTEES

Raymond H. Deyne

Stephanie Z. Gandsey

Daniel H. Gunsteen

Adam J. Hopkins

Joe LaPorte

Renée Suwanski

JULY 2, 2024



Re: PIN: [REDACTED]
Accumulation of Rubbish

Dear [REDACTED]:

Code Enforcement has issued an Administrative Adjudication citation to the address referenced above for violations that failed to comply with the minimum standards set forth by the Village of Bartlett.

The violation(s) and corresponding hearing date are listed below:

1. **Failing to properly remediate all rubbish from the premises**
2018 ICC International Property Maintenance Code Section 308.1

RE: ADMINISTRATIVE ADJUDICATION HEARING

DATE: Wednesday, July 17, 2024 at 3:30 PM

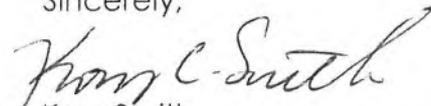
LOCATION: Village of Bartlett
Council Chambers
228 S. Main Street
Bartlett, IL 60106

You can avoid coming to Administrative Adjudication by correcting the violation(s) stated above AND paying the \$25.00 minimum fine assessed.

Alternatively, you may choose to come to court and have your case heard.

If you are found guilty based on the preponderance of evidence, you could be subject up to \$750.00 fine.

Sincerely,


Kory Smith

Code Enforcement Officer

TICKETS ISSUED

LA 6003179

LOCAL ORDINANCE VIOLATION-CITATION & NOTICE TO APPEAR

IN THE NAME AND BY THE AUTHORITY OF THE VILLAGE OF BARTLETT, ILLINOIS, A MUNICIPAL CORPORATION,
PLAINTIFF VS.

(PRINT)	SEX	RACE	WEIGHT	HEIGHT	HAIR	EYES
[REDACTED]	—	—	—	—	—	—
CITY, STATE, ZIP	D.O.B. (MM/DD/YY)					
[REDACTED] BARTLETT, IL 60103	—					
IDENTIFICATION <input type="checkbox"/> Driver's License <input checked="" type="checkbox"/> Other (Type & No.)	PHONE NO. <input type="checkbox"/> Home <input type="checkbox"/> Business					
[REDACTED]						

REQUIRED HEARING DATE		
MONTH	DAY	YEAR
JULY	17	2024
TIME: 3:30 pm		
VILLAGE OF BARTLETT		
COUNCIL CHAMBERS		
228 S. MAIN ST, BARTLETT, IL 60103		
FAILURE TO APPEAR AT THE HEARING DATE MAY RESULT IN A DEFAULT JUDGMENT AGAINST YOU.		
IF FOUND LIABLE AT THE HEARING, YOU CAN BE FINED UP TO THE MAXIMUM PENALTY ALLOWABLE BY LAW.		

THE UNDERSIGNED STATES ON OATH THAT THE DEFENDANT DID THEN AND THERE UNLAWFULLY COMMIT THE FOLLOWING OFFENSE

SECTION OF THE BARTLETT MUNICIPAL CODE	OFFENSE COMMITTED IN THE VILLAGE OF BARTLETT
1PMC 308.1	RUBBISH / GARBAGE
	CODE COOK/CODUPAGE/KANE COUNTY (circle one), ILLINOIS

IN THAT (DESCRIBE DEFENDANT'S ACTIONS):	DATE OF OFFENSE
FAILING TO KEEP PROPERTY FREE OF RUBBISH	6/13/24
	TIME AM PM

DUE DATE		
MONTH	DAY	YEAR
JULY	12	2024

LOCATION OF OFFENSE

[REDACTED]

Penalty for this violation if PAID ON OR BEFORE DUE DATE is: \$25.00

If applicable, you may correct the violation and pay the fine by the above due date to avoid having to appear at the hearing. Payment of the indicated fine shall operate as a final disposition of the violation.

COMPLAINANT NAME	COMPLAINANT SIGNATURE (if other than the officer)
VILLAGE OF BARTLETT	

THE UNDERSIGNED FURTHER STATES THAT HE/SHE HAD JUST AND REASONABLE GROUNDS TO BELIEVE, AND DOES BELIEVE, THAT THE DEFENDANT NAMED ABOVE UNLAWFULLY COMMITTED THE OFFENSE HEREIN SET FORTH, CONTRARY TO THE ORDINANCES OF THE VILLAGE OF BARTLETT

OFFICER SIGNATURE	STAR	REPORT NO
[Signature]	222	

Subscribed and sworn to before me this 2 day of July 20 24 Susan DuChene
DEPUTY CLERK OR NOTARY PUBLIC

DEFENDANT'S SIGNATURE

COMPLAINT



Village of Bartlett
228 S Main Street
Bartlett, IL 60103

LOCAL ADJUDICATION HEARING PROCEDURE

- The Hearing Officer will swear-in all parties that will be testifying and ask if you plead liable (the violation did occur) or not liable (the violation did not occur)
- You will be informed of the ordinance violations that were cited.
- You may bring legal representation at your own expense or you may represent yourself.
- You, or your attorney, will be given an opportunity to present your case. A Code Officer will testify on behalf of the Village.
- You, or your attorney, may question witnesses during the hearing.
- The hearing officer may continue the case to a subsequent date or make their decision at the hearing.
- If you do not attend the hearing, a finding of liability by default may be made by the hearing officer and fines may be assessed.

Local adjudication decisions are based on the preponderance of evidence meaning that the violation in dispute is more likely than not to have occurred. The Village does not have to prove beyond a reasonable doubt that the violation occurred.

DECISION AND ORDER

Based upon the Findings of Fact set forth above, there is a:

- _____ Judgment or finding of liability by default _____ Judgment or finding of liable upon contest hearing
- _____ Judgment or finding of liability - defendant admitting liability
- _____ Judgment or finding of not liable upon contest hearing _____ Continued to: _____
- _____ Dismissal of charges

FINE: \$ _____

OTHER: _____

If this is a default judgment, you have 21 days to file a petition to vacate the Administrative Hearing Officer's order and default judgment and request a new hearing.

This is a final order of the Administrative Hearing Officer for purpose of judicial review. This decision shall be subject to review under the Provisions of the Illinois Administrative Review Law (735 ILCS 5/3/101 et.seq.). You have the right to appeal this decision pursuant to the Illinois Administrative Review Law by filing a proper lawsuit against the Village of Bartlett and other necessary parties within 35 days of this Findings, Decision and Order.

The fines contained in this order are a debt due and owing the Village of Bartlett and said total of fines and/or penalties must be paid. Payment of fines and/or penalties operate as a final disposition of the violation.

_____ **10/16/2024** _____

_____ Francis J. Bongiovanni
Administrative Hearing Officer

I certify that a copy of these Findings, Decision and Order were served upon the Respondent or his/her attorney personally or served upon the Respondent at his/her last known address, by first class mail, postage prepaid.

_____ **10/16/2024** _____

Hearing Clerk: _____



VILLAGE OF BARTLETT
228 S. MAIN STREET
BARTLETT, IL 60103

NOTICE OF DETERMINATION OF LIABILITY

10/16/2024

BARTLETT, IL 60103

Below is a summary of your hearing:

Date: 10/16/2024

Results: Judgment or finding of liability by default

Fine: _____

The Administrative Hearing Officer's decision is subject to review under the Provisions of the Illinois Administrative Review Law (735 ILCS 5/3/101 et.seq.). You have the right to appeal this decision pursuant to the Illinois Administrative Review Law by filing a proper lawsuit against the Village of Bartlett and other necessary parties within 35 days from the Findings, Decision and Order.

You failed to appear at an Administrative Hearing on 10/16/2024. In your absence, the Administrative Hearing Officer entered a judgment against you.

Under the Administrative Review Laws of the State of Illinois, you have 21 days from the date of this notice to file a petition to vacate the Hearing Officer's order. Failure to take any action regarding this notice will result in the judgment entered against you in the amount stated above. You may request a hearing before the Administrative Hearing Officer to have his order vacated. You must file your motion within 21 days from the date of this notice. You may do this at the Bartlett Village Hall at 228 S. Main St in Bartlett. The grounds for the petition shall be limited to the excusable failure to appear at the above hearing date based upon criteria established by the Administrative Hearing Officer.

The fines and/or penalties above are a debt due and owing the Village of Bartlett and must be paid.

The following payment options are available:

1. To pay online, go to <http://village.bartlett.il.us> and click on online payments
2. To pay by mail, send a check or money order payable to the Village of Bartlett, 228 South Main Street, Bartlett, IL 60103. DO NOT SEND CASH. Please enclose this notice with payment.
3. To pay in person, pay at the Village of Bartlett Main Office, 228 S. Main Street, Bartlett, IL 60103. The Village of Bartlett during regular business hours are 8:30 AM – 4:30 PM Monday – Friday and 9:00 AM – 12:00 PM on Saturday.

For the drop box method, payments must be paid by check or money order only in the silver drop box located in the north parking lot adjacent to the Bartlett Municipal Building. Please enclose this notice with payment.

The Village of Bartlett may use all lawful means of collecting this judgment, including but not limited to utilizing the Illinois Debt Recovery Offset Portal (IDROP) program through the Illinois State Illinois Comptrollers' Office. Please call the Community Development Department at 630-540-5940 if you have any questions or concerns regarding this notice.

RETURN BOTTOM PORTION WITH CHECK PAYABLE TO THE VILLAGE OF BARTLETT



BARTLETT, IL 60103

Citation(s) No. **LA6003179**

FINE AMOUNT: _____

FINE DUE DATE: 11/20/2024



Agenda Item Executive Summary

AGENDA ITEM: #2024-17 Cheer Athletics Chicago **BOARD OR COMMITTEE:** Committee

BUDGET IMPACT

Amount \$N/A

Budgeted \$N/A

Fund: N/A

Corresponding Activity Measures: P&Z Commission Review

EXECUTIVE SUMMARY

The petitioner is requesting a Special Use Permit to allow a cheerleading training center (fitness/recreational facility) at 810 E Devon Avenue in the I-1 Light Industrial Zoning District.

The petitioner is also requesting a variation to reduce the required parking for the entire property from 186 to 147 spaces. The facility would primarily operate on evenings and weekends.

ATTACHMENTS (PLEASE LIST)

PDS Memo, cover letter, application, location map, site plan, floor plan

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Attract businesses to Bartlett

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only - To review and forward to the Planning & Zoning Commission to conduct the public hearing
- Resolution
- Ordinance
- Motion

Staff: Kristy Stone, PDS Director

Date: November 26, 2024

PLANNING & DEVELOPMENT SERVICES MEMORANDUM
24-91

DATE: November 22, 2024
TO: Paula Schumacher, Village Administrator
FROM: Brian Krause, Associate Planner **BK**
RE: **(#24-17) Cheer Athletics Chicago**

PETITIONER

Melissa Rack

SUBJECT SITE

810 E Devon Ave

REQUESTS

Special Use Permit – Fitness / Recreation Center

Variation – Reduction in Parking Requirements

SURROUNDING LAND USES

	<u>Land Use</u>	<u>Comprehensive Plan</u>	<u>Zoning</u>
Subject Site	Industrial	Industrial	I-1
North*	Industrial*	Industrial*	PUD*
South	Single Family	Suburban Residential	SR-4
East	Industrial	Industrial	I-1
West	Multi-Family	Attached Residential	SR-6 PUD

*Village of Streamwood

CURRENT DISCUSSION

1. The petitioner is requesting a **special use permit** to allow a fitness / recreation facility in the I-1 Industrial Zoning District, and a **variation** to reduce the required parking spaces from 186 to 147.

2. The occupant would operate a cheerleading training center, and would contain one large space for training purposes, a small reception entrance used as office space, and a storage area.
3. The facility would operate at its peak times with no more than three administrative personnel, four coaches, and twenty-eight students on site. It is estimated by the petitioner that no more than 35 spaces would be needed at these peak times.
4. The proposed hours of operation for the facility would be Monday-Friday, 5:00 p.m. to 9:00 p.m. for classes, and Saturday 9:00 a.m. to 12:00 p.m. and Sunday 3:00 p.m. to 7:00 p.m. for private lessons. Each of these hours are generally outside of the operating hours of the other tenants of this building.
5. This use would require 71 parking spaces, and the three existing uses require 115 parking spaces. The existing parking lot provides 147 parking spaces, 39 spaces short of the total requirement of 186 spaces.
6. The facility will permit members on an enrollment basis only. There will be no special events or competitions, and only the students and staff will be on site. Parents are discouraged from staying to view classes, and would drop off their children at the start of class and return to pick up after they are released from class.

RECOMMENDATION

1. The Staff recommends forwarding the application to the Planning and Zoning Commission for review and to conduct the public hearing.
2. A letter from the petitioner, application, site plan, and floor plan are attached for your review.

COVER LETTER BY APPLICANT

Melissa Rack
36W429 Lancaster Road
Saint Charles, IL 60175
10/29/2024

Zoning Commission
City of Bartlett
228 S. Main Street
Bartlett, IL 60103

RE: Special Use Permit Application and Parking Variance for Honor Elite Allstars, LLC d/b/a Cheer Athletics Chicago

Dear Zoning Commission Members: I am writing to formally request a Special Use Permit and Parking Variance for Honor Elite Allstars, LLC d/b/a Cheer Athletics Chicago, to operate a cheerleading training facility at 810 E. Devon, Bartlett, IL 60103.

Cheer Athletics Chicago offers classes for all ages and skill levels, including tumbling, cheer technique, private lessons, and beginner classes. Our proposed use aligns with city goals for community development and recreation.

We seek a variance to reduce the required off-street parking. The property currently has an approved variance (Ordinance 2017-133) for 147 spots. Our 17,795 sq ft operation requires seventy-one additional spaces per Code, totaling 186 for the entire property.

We contend that standard parking requirements do not reflect our actual needs:

- Most participants are dropped off or carpool.
- Classes operate on a structured schedule.
- The facility is not open to the general public.
- A parking study at a similar location showed less than 50% of Code requirements were needed.

Our facility will promote physical fitness, teamwork, and personal development. We are committed to compliance and addressing any concerns. Enclosed are the completed applications and supporting documents. We look forward to presenting our proposal to the Zoning Commission and answering any questions you may have.

Thank you for your time and consideration of our application.

Sincerely,
Melissa Rack, Owner
Honor Elite Allstars, LLC d/b/a Cheer Athletics



VILLAGE OF BARTLETT DEVELOPMENT APPLICATION

For Office Use Only

Case # 24-1

RECEIVED
PLANNING DEPARTMENT

VILLAGE OF
BARTLETT

PROJECT NAME Cheer Athletics Chicago

PETITIONER INFORMATION (PRIMARY CONTACT)

Name: Melissa Rack

Street Address: 36W429 Lancaster Road

City, State: Saint Charles, Illinois

Zip Code: 60175

Email Address: rack.melissa@gmail.com

Phone Number: 630-639-9261

Preferred Method to be contacted: rack.melissa@gmail.com

PROPERTY OWNER INFORMATION

Name: Poulokefalos Enterprises II

Street Address: 27 Cutters Row

City, State: South Barrington, Illinois

Zip Code: 60010

Phone Number: 847-401-5444

OWNER'S SIGNATURE: Christina Poulokefalos Date: 11/5/24
(OWNER'S SIGNATURE IS REQUIRED or A LETTER AUTHORIZING THE PETITION SUBMITTAL.)

ACTION REQUESTED (Please check all that apply)

- | | |
|---|---|
| <input type="checkbox"/> Annexation | <input type="checkbox"/> Text Amendment |
| <input type="checkbox"/> PUD (preliminary) | <input type="checkbox"/> Rezoning _____ to _____ |
| <input type="checkbox"/> PUD (final) | <input checked="" type="checkbox"/> Special Use for: <u>Fitness / Recreation Center</u> |
| <input type="checkbox"/> Subdivision (preliminary) | <input checked="" type="checkbox"/> Variation: <u>Reduction in parking requirements</u> |
| <input type="checkbox"/> Subdivision (final) | |
| <input type="checkbox"/> Site Plan (please describe use: commercial, industrial, square footage): _____ | |
| <input type="checkbox"/> Unified Business Center Sign Plan | |
| <input type="checkbox"/> Other (please describe) _____ | |

SIGN PLAN REQUIRED? Yes or No

(Note: A Unified Business Center Sign Plan is required for four or more individual offices or businesses sharing a common building entrance or private parking lot.)

PROPERTY INFORMATION

Common Address/General Location of Property: 810 E. Devon Avenue, Bartlett, IL 60103

Property Index Number ("Tax PIN"/"Parcel ID"): 06-35-200-009-0000

Zoning: Existing: I-1
(Refer to Official Zoning Map)

Land Use: Existing: Industrial

Proposed: _____

Proposed: _____

Comprehensive Plan Designation for this Property: _____
(Refer to Future Land Use Map)

Acreage: 6.5 Acres

For PUD's and Subdivisions:

No. of Lots/Units: _____

Minimum Lot: Area _____ Width _____ Depth _____

Average Lot: Area _____ Width _____ Depth _____

APPLICANT'S EXPERTS (If applicable, including name, address, phone and email)

Attorney James F. White, PC
160 S. Municiple Drive, Suite 100
Sugar Grove, IL 60554
630-466-1600

Engineer

Other

FINDINGS OF FACT FOR SPECIAL PERMIT

Both the Planning & Zoning Commission and Village Board must decide if the requested Special Use meets the standards established by the Village of Bartlett Zoning Ordinance. The Planning & Zoning Commission shall make findings based upon evidence presented on the following standards:

(Please respond to each of these standards in writing below as it relates to your case. It is important that you write legibly or type your responses as this application will be included with the staff report for the Planning & Zoning Commission and Village Board to review.)

1. That the proposed use at that particular location requested is necessary or desirable to provide a service or a facility which is in the interest of public convenience and will contribute to the general welfare of the neighborhood or community.

The uses within the facility would be as follows: 14K sq. ft. for cheerleading instruction, 3K sq. ft. for dance instruction, 3K sq. ft. of office space (inclusive of two offices, a conference room for parent/family meetings and employee training, and an open showroom for pro shop merchandise. Cheerleading and dance training is an over \$2B industry, with the nearest market competition in Naperville, IL and Prospect Heights, IL. This location is ideally located to address the market in the middle, amidst residential communities and nearby thoroughfares.

2. That such use will not under the circumstances of the particular case be detrimental to the health, safety, morals, or general welfare of persons residing or working in the vicinity or be injurious to property value or improvement in the vicinity.

Classes are held in the evenings and weekends to accommodate student schedules. Classes also occur through staggered start and end times for the safety of the students entering and exiting the facility, which reduces congestion within the parking area and nearby community. Only enrolled students may participate in activities within the instructional facility. Parents drop off their students and the start of their class, and pick up their student at the end of class.

3. That the special use shall conform to the regulations and conditions specified in this Title for such use and with the stipulation and conditions made a part of the authorization granted by the Village Board of Trustees.

The special use complies with all regulations and conditions as outlined in the I-1 industrial district guidelines. Cheer Athletics does not participate in any of the outlined Prohibited Uses as designated in 10-7A-6. Additionally, the building complies with the Site and Structure provisions within 10-7A-7, and commits to comply with the Performance Standards included in 10-7A-8 (although there is nothing included in 10-7A-8 that would apply to Cheer Athletics currently).

Please refer to Chapter 13 for additional Findings of Fact for Proposed Cannabis Uses.

A VARIANCE TO REDUCE THE REQUIRED OFF-STREET PARKING

The proposed operation is appropriately classified as a "Fitness/Recreational Facility" under the Village's Municipal Code. Honor Elite Allstars, LLC d/b/a Cheer Athletics Chicago respectfully seeks a variance to reduce the required amount of off-street parking required for a fitness facility. The Village's parking requirements are generally based upon use and square footage. Cheer Athletics Chicago is a fitness facility geared specifically towards competitive cheerleading instruction. Under the Code, a "Fitness Facility" is required to provide one (1) parking spaces per two hundred fifty (250) square feet.

Currently the Property located at this address has an approved variance, Ordinance 2017-133, in which it is in the process of completing, which will result in 147 parking spots.

Here, for the proposed 17,795 square-foot operation, Code requires Cheer Athletics Chicago to provide seventy-one (71) parking spaces for its proposed use, for a total of one hundred eighty-six (186) for the entire Property.

FINDINGS OF FACT FOR VARIATIONS

The proposed variance meets the requirements for a variance and is appropriate based upon the following factors:

- 1. That the particular physical surroundings, shape, or topographical condition of the specific property involved would result in a particular hardship upon the owner, as distinguished from a mere inconvenience, if the strict letter of the regulations.***

Without the requested parking variance, Cheer Athletics Chicago would be unable to establish and run their specialized fitness facility at the proposed location. The unique nature of their cheerleading gym operations, combined with evidence that the existing on-site parking can adequately accommodate their peak demand, suggests that rigidly enforcing standard parking regulations would be unnecessarily restrictive. Denying the variance could result in continued vacancy of this portion of the building, preventing Cheer Athletics Chicago from offering a distinctive recreational service to the Bartlett community. This outcome would occur despite indications that the property is particularly well-suited to meet the specific operational needs of a cheerleading gym.

- 2. That conditions upon which the petition for a variation is based are unique to the property for which the variation is sought and are not applicable, generally, to other property within the same zoning classifications.***

Cheer Athletics Chicago contends that the standard parking requirements outlined in the Village Code do not accurately reflect the actual parking demand for their proposed

competitive cheerleading instruction facility. The unique nature of this specialized fitness center differs significantly from typical gyms in key aspects. Unlike general fitness facilities where most users drive themselves, Cheer Athletics Chicago's participants are primarily dropped off by parents or utilize carpooling, reducing the need for individual parking spaces. The facility operates on a structured class schedule, allowing Cheer Athletics Chicago to manage the number of participants present at any given time. This is in contrast to open-access public gyms with less predictable usage patterns. The facility is not open to the general public, further controlling attendance and parking needs.

Cheer Athletics Chicago's busiest periods are expected to occur as the existing tenant's operations are winding down, allowing for efficient use of available parking. Cheer Athletics Chicago has conducted a parking demand analysis based on their operational model:

- Peak demand estimate: Thirty-five (35) parking spaces (eight spaces for employees and twenty-seven spaces for approximately forty participants).
- Regular operations estimate: Nineteen parking spaces.

To support its parking needs assessment, Cheer Athletics Chicago has referenced a comparable parking study from a similar competitive cheerleading facility in Naperville, Illinois. This study showed *that* the competitive cheerleading facility in Naperville has a total number of parking spaces of one hundred sixty (160) for a total Property size of 111,864 square feet with similar tenant demands. That study proved to have no issues with parking requirements, as the peak demand was a total of twenty (20) parking spaces, with an average need of fourteen (14) throughout the duration of their hours of operation.

3. That the purpose of the variation is not based exclusively upon a desire to make more money out of the property.

The purpose of a parking variation for a cheerleading gym is not exclusively based on a desire to make more money. Reducing excessive parking requirements allows for better use of the property to provide adequate space for the gym's core activities, which are essential for the safety and training of cheerleaders. This prioritizes the gym's primary purpose of athletic instruction over maximizing parking. Cheerleading gyms have unique usage patterns, with most participants being dropped off and picked up rather than parking long-term. Standard parking requirements often fail to account for these specialized needs.

While reducing parking could increase profitability, it is primarily about making the project viable at all. Excessive parking requirements could make the entire project economically unfeasible, preventing the gym from operating rather than just reducing profits. The

variation allows the gym to operate and provide its services to the community. This fulfills a need for youth athletic programs beyond just maximizing the property owner's profits.

The primary purposes relate to operational needs, safety, environmental factors, and serving the community - not exclusively increasing profits. The variation enables the property to be used efficiently for its intended purpose as a cheerleading facility.

4. That the alleged difficulty or hardship is caused by the provisions of this Title and has not been created by any person presently having an interest in the property.

The alleged difficulty and hardship are caused strictly by the provision of the Title. The hardship stems from the inherent mismatch between standard parking requirements and the unique operational characteristics of a cheerleading gym. Parking requirements are based on figures that do not reflect current usage patterns for specialized facilities like cheerleading gyms. Standard parking ratios often fail to account for the unique characteristics of specialized athletic facilities, applying generic commercial or educational use standards that may not be appropriate.

The difficulty arises from the disconnect between zoning requirements and the actual operational needs of a cheerleading gym. Cheerleading gyms typically operate during evenings and weekends, outside of normal business hours, which is not accounted for in standard parking requirements. Most participants are minors who are dropped off and picked up, resulting in quick turnover of parking spaces rather than long-term occupancy. This usage pattern is not reflected in traditional parking standards.

The hardship is caused by systemic issues in how parking is regulated, rather than the actions of the property owner. Zoning ordinances lack flexibility to accommodate unique uses, forcing businesses to seek variances even when their actual parking needs are demonstrably different from the requirements. The absence of flexible parking regulation approaches creates unnecessary difficulties for specialized businesses.

The hardship is not created by any person presently having an interest in the property because the parking requirements exist independently of the current property owner or business operator. The owner, in partnership with Cheer Athletics Chicago, is simply trying to use the property for its intended purpose as a cheerleading gym, not attempting to circumvent reasonable parking needs.

5. That the granting of the variation will not be detrimental to the public welfare or injurious to other property or improvements in the neighborhoods in which the property is located.

The variance, if granted, will not alter the essential character of the neighborhood, and will not be a substantial detriment to the adjacent tenants. The Property is located within "I" Industrial Zoning District. The majority of uses in this area are warehouse, manufacturing, and distribution. Moreover, this Property serves solely industrial uses. Athletic training facilities or other facilities geared toward children's activities have come to occupy an increasing number of industrial properties in Bartlett as well as nearby municipalities. These types of uses have proven to be complementary to more traditional industrial operations because they are complementary in nature in that the uses occur primarily at contrasting times of the day.

This harmony of use is evidence that Cheer Athletics Chicago can operate without detriment to other users in the "I" zoning district. Because Cheer Athletics Chicago proposed use is consistent with the essential character of the neighborhood, it will not be a substantial detriment to the adjacent property. Instead, Cheer Athletics Chicago will complement and improve the area by bringing a worldwide competitive cheerleading brand to Illinois and providing an additional youth fitness amenity to Bartlett.

6. That the proposed variation will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

The variance, if granted, will not impair an adequate supply of light and air to adjacent property, or substantially increase the congestion in the public streets, or increase the danger of fire, or endanger the public safety, or substantially diminish or impair property values within the adjacent neighborhood.

While the Property has sufficient parking to accommodate concurrent peak operations for the *existing* tenants and Cheer Athletics Chicago, it is also important to note that each business is complementary in nature and that peak operations will not overlap. Cheer Athletics Chicago's business model focuses on competitive cheerleading instruction, and accordingly, operational hours are generally configured around the school day. Cheer Athletics Chicago will run practice/training sessions Monday through Thursday from 5:00 p.m. to 9:00 p.m., Saturday 9:00 a.m. to 12:00 p.m., and Sunday 3:00 p.m. to 7:00 p.m. for private lessons.

The existing tenants operating hours are as follows:

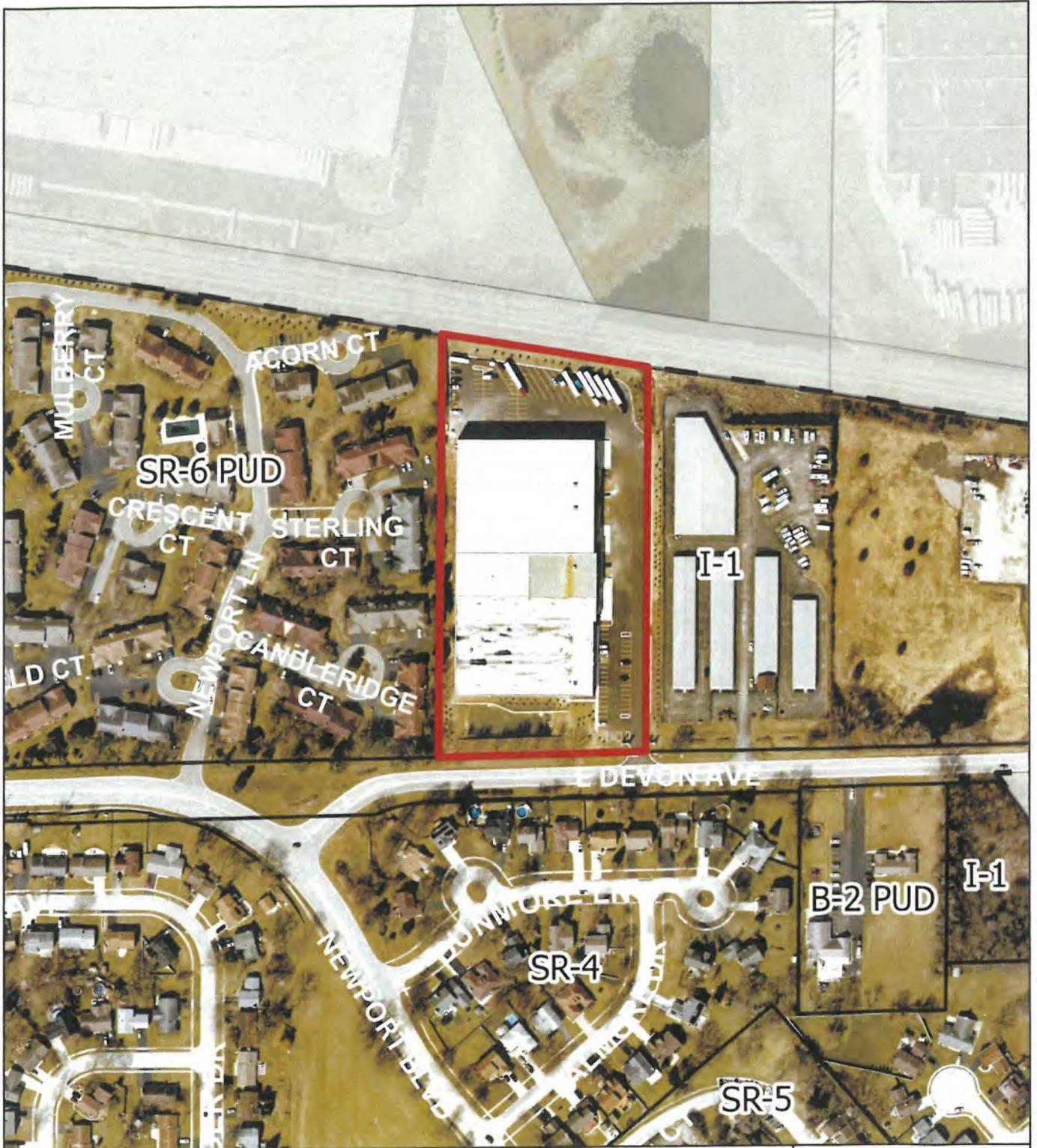
- a. Closets by Design - Monday through Friday 9:00 a.m. to 6:00 p.m.
- b. Go-Jo Pallets - Monday through Friday 8:30 a.m. to 5:00 p.m.

c. Navia Freight – Monday through Friday 8:30 a.m. to 5:00 p.m.

Each of the existing tenant's hours of operation are structured such that virtually no overlap will occur between existing tenants and Cheer Athletics Chicago. As such, those parking spaces being utilized by the existing tenants during the daytime hours will become available for Cheer Athletics Chicago's operations.

7. That the granting of the variance requested will not confer on the applicant any special privilege that is denied by the provisions of this Title to other lands, structures, or buildings in the same district.

Granting the variance would be based on the specific operational needs of cheerleading gyms and modern urban planning principles, rather than conferring a special privilege. The same consideration would be available to other businesses in the district with similar characteristics and parking needs, ensuring equitable treatment under the zoning regulations.



Location Map

810 E Devon Ave
Cheer Athletics Chicago

2024



0 60 120 240 US Feet



UNITED SURVEY SERVICE, LLC
 CONSTRUCTION AND LAND SURVEYORS
 1716 CENTRAL AVENUE RIVER FOREST, IL 60015
 TEL: (815) 295-1016 FAX: (815) 295-1493
 E-MAIL: USURVEY@USANDCS.COM

PLAT OF SURVEY

PARCEL 1
 LOT 1 PARCEL 1
 BRICK BUILDING #802
 Unit 2 - 810 E Devon



OUT LOT "A"

LOT 2

Unit 2 - 810 E Devon

E DEVON AVENUE

ORDERED BY POULDKEFALOS ENTERPRISES II	10/20/24	PLAT OF SURVEY
SCALE 1" = 30'	2/10/22	REVISED
DATE JUN 21 2021	12/1/22	UPDATED
FILE No	01/18/22	UPDATED
2017 - 1338	DATE	REVISION

LEGEND ABBREVIATIONS

---	PROPERTY LINE
---	ADJACENT PROPERTY LINE
---	ADJACENT ROAD
---	ADJACENT RAILROAD
---	ADJACENT WATER
---	ADJACENT AIR
---	ADJACENT POWER LINE
---	ADJACENT TELEPHONE LINE
---	ADJACENT CABLE TV LINE
---	ADJACENT FENCE
---	ADJACENT DRIVE
---	ADJACENT SIDEWALK
---	ADJACENT CURB
---	ADJACENT DRIVEWAY
---	ADJACENT GARAGE
---	ADJACENT PORCH
---	ADJACENT PATIO
---	ADJACENT DECK
---	ADJACENT STAIRS
---	ADJACENT WALKWAY
---	ADJACENT BIKEWAY
---	ADJACENT PLAYGROUND
---	ADJACENT PARK
---	ADJACENT GOLF COURSE
---	ADJACENT TENNIS COURT
---	ADJACENT SWIMMING POOL
---	ADJACENT HOLE IN GROUND
---	ADJACENT TOWER
---	ADJACENT ANTENNA
---	ADJACENT SIGN
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---	ADJACENT WINDOW
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---	ADJACENT BOLT
---	ADJACENT WOOD SCREW
---	ADJACENT METAL SCREW
---	ADJACENT SELF DRILLING SCREW
---	ADJACENT ANCHOR BOLT
---	ADJACENT WEDGE BOLT
---	ADJACENT EMBEDDED BOLT
---	ADJACENT THROUGH BOLT
---	ADJACENT NUT
---	ADJACENT WASHER
---	ADJACENT LOCK WASHER
---	ADJACENT CONE WASHER
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---	ADJACENT GLUE BRACKET



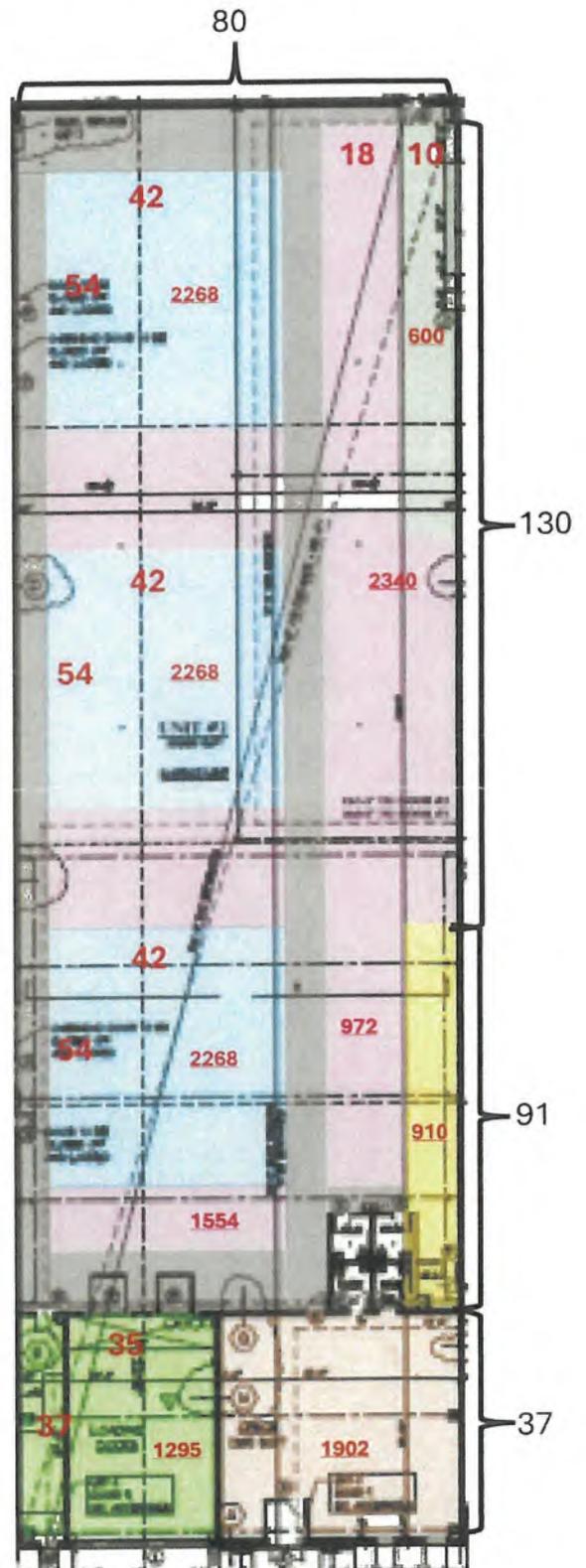
STATE OF ILLINOIS
 COUNTY OF COOK
 I, ROY C. LAWNICZAK, DO HEREBY CERTIFY THAT I HAVE SURVEYED THE ABOVE DESCRIBED PROPERTY AND THAT THE PLAT HEREIN SHOWN IS A CORRECT REPRESENTATION OF SAID SURVEY.
 THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS STATUTE STANDARDS FOR A BOUNDARY SURVEY. DIMENSIONS ARE SHOWN IN FEET AND DECIMALS AND ARE CORRECTED TO A TEMPERATURE OF 68°F (20°C).
 I CELEBRATE THIS PLAT, LEGAL DESCRIPTION AND ALL SURVEY MONUMENTS BEFORE BUILDING AND HAVING A PLAN REPORT ANY DISCREPANCIES TO THE SURVEYOR.
 REGISTERED: 10/20/24 10:20:24
 BY: [Signature]
 ROY C. LAWNICZAK, REGISTERED LAND AND SURVEYOR NO. 35-2292, LICENSE EXPIRES NOVEMBER 30 2025
 PROFESSIONAL DESIGN THROUGH LICENSE NO. 14-000478
 LICENSE EXPIRES APRIL 30 2025

Cheer Athletics Chicago - Floor Plan

810 E Devon Ave

54x42 cheer mat	10x60 tumble track	Stunt Mats
6,804 sq ft	600 sq ft	4,866 sq ft
12,270 total sq ft of training		

Storage	Loading	Walk-Way	Admin
910 sq ft	1,295 sq ft	3,623 sq ft	1,902 sq ft
7,730 total sq ft of non-training			



PROPOSED

*Village of Bartlett, Illinois
2025-2029 Capital Budget*





THE VILLAGE OF BARTLETT

VILLAGE PRESIDENT
Kevin Wallace

ADMINISTRATOR
Paula Schumacher

VILLAGE CLERK
Lorna Giles

TRUSTEES
Raymond H. Deyne
Stephanie Z. Gandsey
Daniel H. Gunsteen
Adam J. Hopkins
Joseph W. LaPorte
Renee Suwanski

December 3, 2024

The Honorable Village President
and Board of Trustees

Submitted for your consideration is the Capital Improvements Program for the Fiscal Years 2025-26 through 2028-29. It identifies long-range needs and proposes a multi-year financial plan to address them.

The Capital Improvements Program began in the early 1980's, formalizing a commitment to provide for orderly and appropriately financed growth of municipal facilities. It is a financial tool that allows the village to take a long-range view of our needs.

Beginning in the summer, staff reviews the projects included in the current Capital Improvements Program, updates the costs and status of those projects, and identifies new projects to be included. The department submissions are reviewed, and project budgets and schedules are adjusted as needed. The Village Board reviews the five-year program in the fall. This allows time to incorporate the new year projects into the upcoming budget development process.

Early review has also afforded us the opportunity to bid construction projects early in the year, keeping costs down and completion timely.

The Capital Budget does not include any increases to rates or taxes. The Village Board has requested a discussion of service level costs and longer-term funding sources. This analysis will be used to refine the Capital Improvement Plan for the upcoming four years.

Overview

The 5-year Capital Improvements Program for 2025-2029 totals \$84,086,197. This is a 12% decrease from last year's Program.

Capital Improvements Expenditures		
<u>Year</u>	<u>Total</u>	<u>% Change</u>
2019-2020	8,336,865	-79%
2020-2021	9,702,154	16%
2021-2022	9,072,114	-6%
2022-2023	29,125,605	221%
2023-2024	27,051,597	-7%
2024-2025 Estimated	21,830,867	-19%
2025-2026 Proposed	19,255,360	-12%
2026-2027 Proposed	12,350,000	-36%
2027-2028 Proposed	19,200,000	55%
2028-2029 Proposed	11,450,000	-40%

The chart above shows annual expenditures in the 2025-2029 Program and actual expenditures for the past five years. The percent change column reflects the change from the prior year. As you can see, capital expenditures can

vary significantly from year to year.

The table on Page T6 shows the history of capital expenditures by category for the past five years. Comparing the history of expenditures by category with the expenditure summary for this 5-year plan (Page T1), it is easy to see the increase in streets, water and stormwater (other) projects as the major sewer projects are winding down and economic development in the business parks slows.

The chart below compares the 5-year totals by category:

<u>Category</u>	<u>2025-2029 Proposed</u>	<u>2020-2024 Actual</u>
Water	\$19,248,650	\$9,710,082
Sewer	18,890,046	49,868,017
Streets	22,708,000	9,451,569
Econ Dev	3,600,000	11,664,203
Golf	1,517,141	1,198,513
Other	<u>18,122,360</u>	<u>1,395,951</u>
Total	\$84,086,197	\$83,288,335

Page T7 presents a list of capital projects that have been completed in the past five years. The chart shows the year the project was completed and the final project cost. The costs shown reflect the total project cost, which may have been spent over more than one fiscal year.

2025-26 Highlights

While the Capital Improvements Program anticipates expenditures over a five-year period, the immediate focus is on 2025-26, which is referred to as the Capital Budget. These projects will become part of the operating budget that will be developed in the next few months. The Capital Budget for fiscal year 2025-26 is \$19,255,360. A complete listing of the 2025-26 projects can be found on Page T10. Funds are proposed for a total of 23 projects. Major projects include the third year of the Water Meter Replacement program, sewer lift station upgrades, the annual streets maintenance program, and the Town Center improvements. Two projects are new to the Capital Improvement Program and are highlighted below.

New Projects

A complete listing of new projects by funding source can be found on page T8. They include the following:

Bittersweet Water Reclamation Facility Rehabilitation: This project consists of a second centrifuge and other rehabilitation needs that were not included in the major renovation completed this year. Most of the cost is proposed to be funded by a low interest loan through the IEPA. Budgeted to be completed in 2025-2029. Estimated cost: \$4,130,000.

Bartlett Hills Golf Club Facility Improvements: There are three new projects in the golf section of the proposed CIP. They are parking lot sealcoating, cart path replacement,

and repairs to the irrigation well pump. These projects will be funded out of the Golf Fund. Budgeted to be completed in 2025-2029. Estimated cost: \$195,000.

Financing

The following table below shows the funding sources for this Capital Improvements Program.

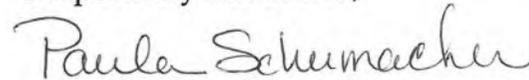
2025-29 Capital Improvements Program

Funding Sources

<u>Funding Source</u>	<u>Amount</u>	<u>% of Total</u>
Bluff City TIF	3,500,000	4.16%
Brewster Creek TIF	100,000	0.12%
Motor Fuel Tax	14,365,000	17.08%
STP Grants	1,820,000	2.16%
ISBP Funds	3,520,000	4.19%
Bike Path Grant	500,000	0.59%
Metra Grant	150,000	0.18%
American Rescue Plan Act	3,000,000	3.57%
IEPA Loans	12,735,200	15.15%
GO Bonds	2,540,600	3.02%
General Fund	18,703,000	22.24%
Water Fund	13,248,650	15.76%
Sewer Fund	6,614,246	7.87%
Municipal Building	1,452,360	1.73%
Developer Deposits Loan	1,322,141	1.57%
Golf Fund	195,000	0.23%
Village of Streamwood	170,000	0.20%
Park District	50,000	0.06%
Dupage County	100,000	0.12%
Total	\$84,086,197	100.00%

Major projects being completed in the current 24/25 fiscal year include the Bittersweet WWTP that was financed by an IEPA loan of \$37 million and the Devon Avenue excess flow facility and force main that was financed by a bond issue of \$9.2 million and the use of \$2 million of ARPA funds. The other proposed projects are being financed by available fund balances and revenue sources without rate increases or increased taxes. The majority of the \$18.7 million in projects funded by the General Fund are related to stormwater and downtown improvements. Other capital revenues to finance projects in the 2025-2029 program include Water and Sewer funds, Motor Fuel Tax funds, Municipal Building funds, Surface Transportation Program grants, Bluff City TIF funds, and grants.

Respectfully Submitted,



Paula Schumacher
Village Administrator



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

Tables & Graphs

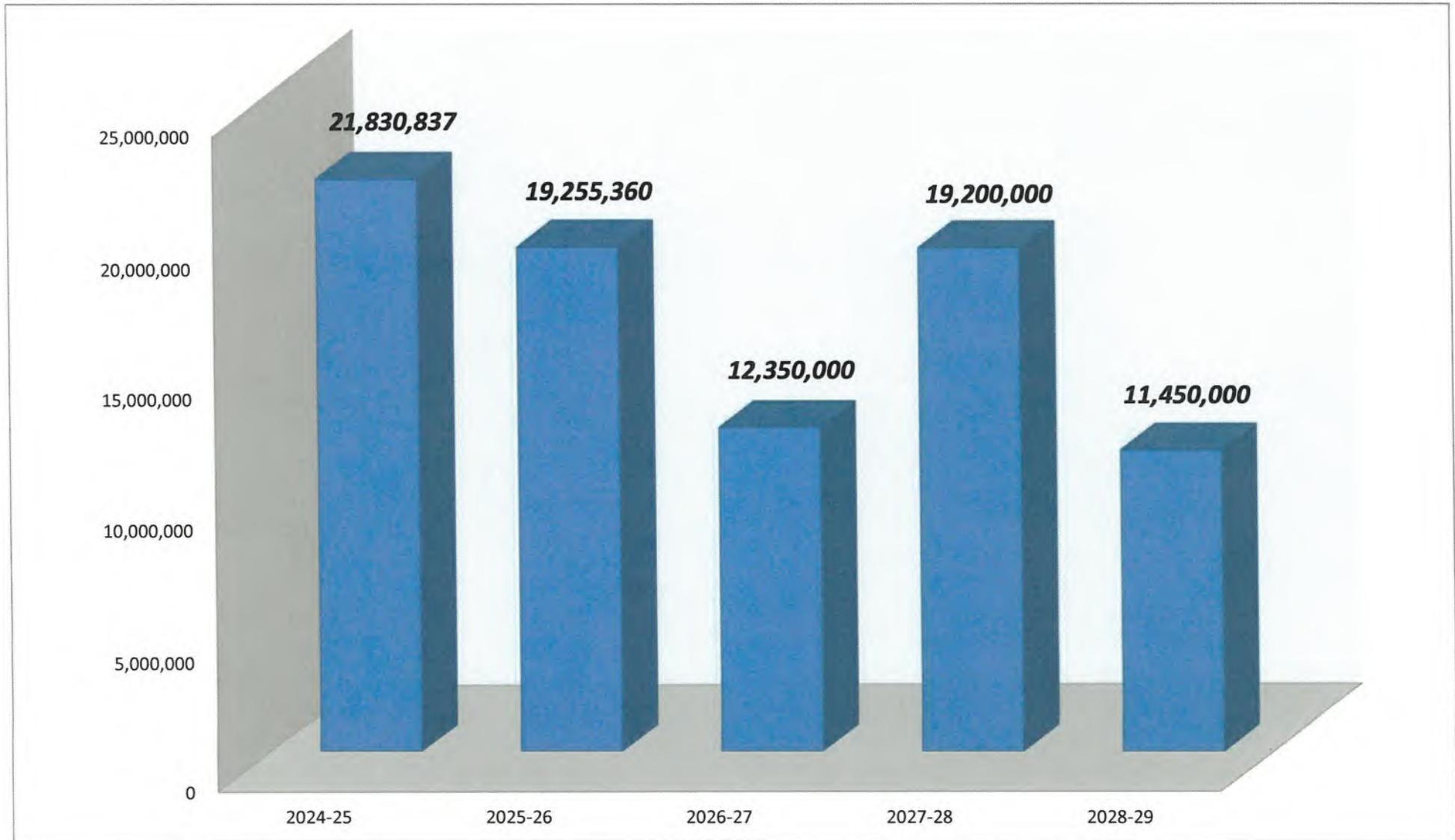
VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Expenditure Summary

<i>Program Category</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>	<i>% of Total</i>
<i>Water</i>	6,438,650	3,785,000	2,175,000	6,075,000	775,000	19,248,650	23%
<i>Sewer</i>	10,170,046	2,260,000	1,225,000	1,375,000	3,860,000	18,890,046	22%
<i>Streets</i>	1,460,000	9,598,000	3,950,000	6,400,000	1,300,000	22,708,000	27%
<i>Economic Development</i>	1,300,000	2,300,000	0	0	0	3,600,000	4%
<i>Golf</i>	1,322,141	55,000	25,000	25,000	90,000	1,517,141	2%
<i>Other</i>	1,140,000	1,257,360	4,975,000	5,325,000	5,425,000	18,122,360	22%
<i>Total</i>	21,830,837	19,255,360	12,350,000	19,200,000	11,450,000	84,086,197	100.00%

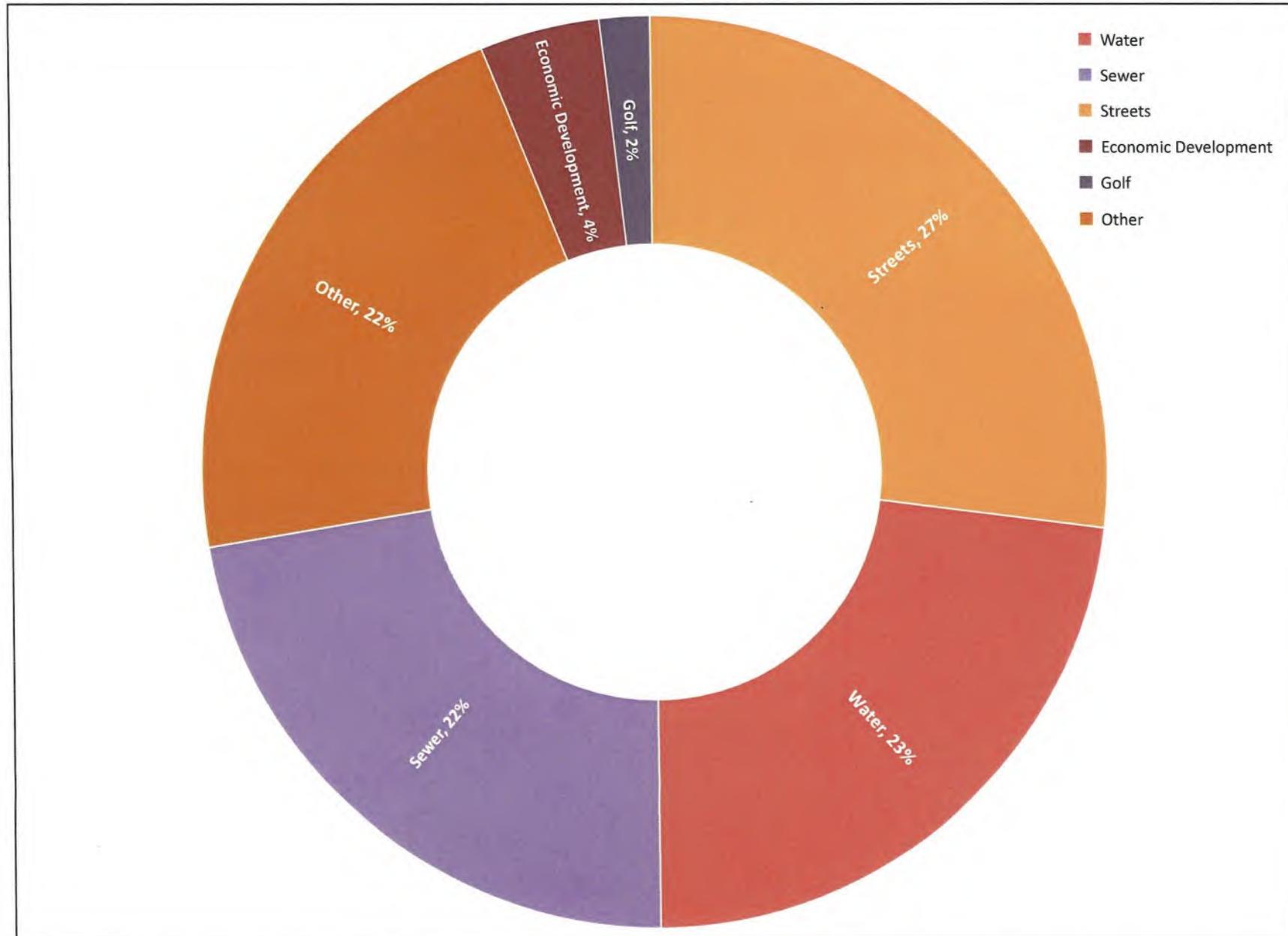
VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Expenditures by Year



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Expenditures by Category



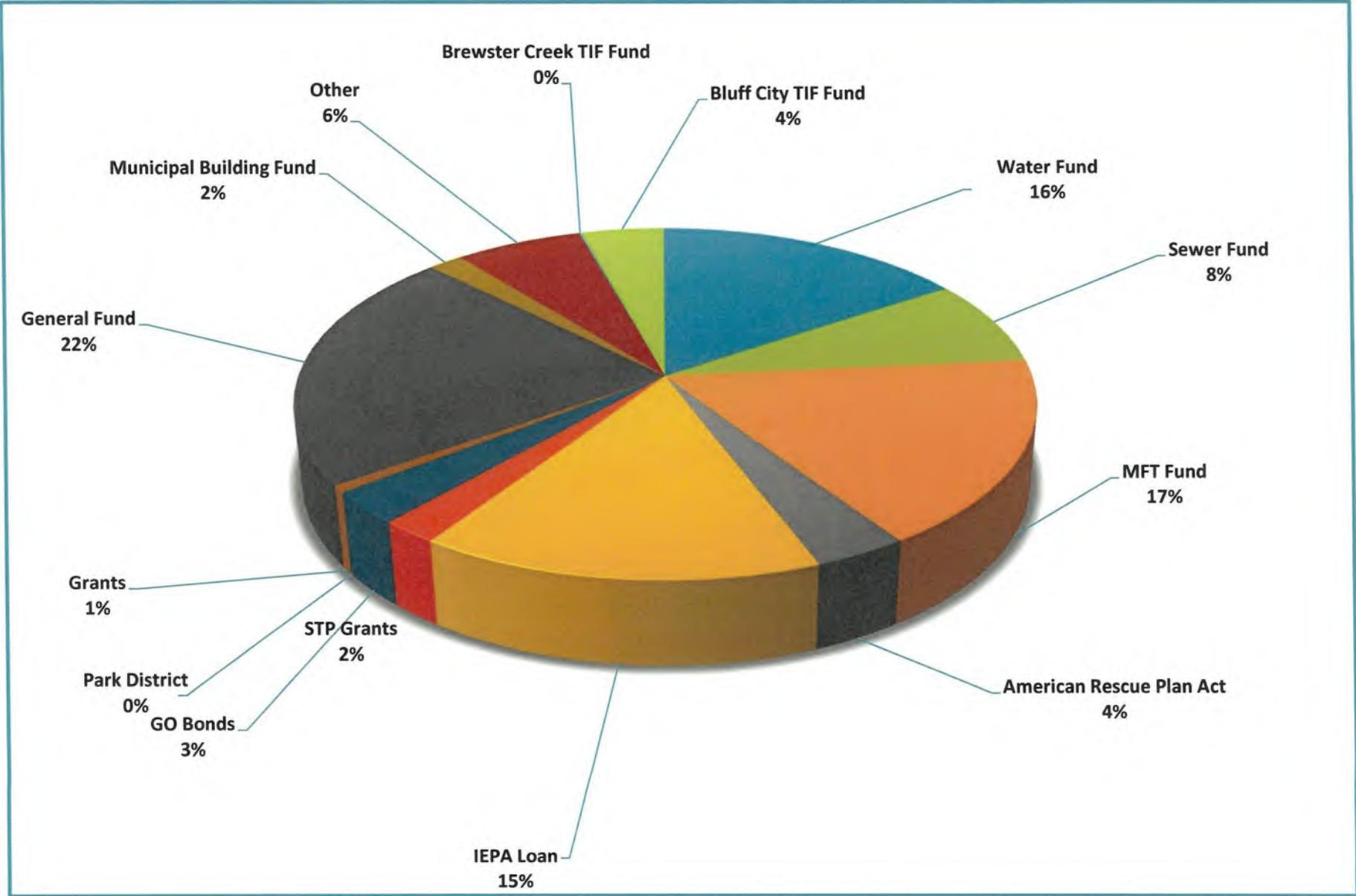
VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Funding Source Summary

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>	<i>% of Total</i>
<i>Water Fund</i>	5,938,650	3,785,000	2,175,000	575,000	775,000	13,248,650	15.76%
<i>Sewer Fund</i>	1,244,246	2,260,000	1,225,000	1,375,000	510,000	6,614,246	7.87%
<i>MFT Fund</i>	1,050,000	5,050,000	1,450,000	5,255,000	1,560,000	14,365,000	17.08%
<i>American Rescue Plan Act</i>	3,000,000	0	0	0	0	3,000,000	3.57%
<i>IEPA Loan</i>	3,885,200	0	0	5,500,000	3,350,000	12,735,200	15.15%
<i>STP Grants</i>	0	980,000	0	840,000	0	1,820,000	2.16%
<i>GO Bonds</i>	2,540,600	0	0	0	0	2,540,600	3.02%
<i>Park District</i>	10,000	10,000	10,000	10,000	10,000	50,000	0.06%
<i>Grants</i>	0	0	500,000	0		500,000	0.59%
<i>General Fund</i>	890,000	3,993,000	6,865,000	5,140,000	1,815,000	18,703,000	22.24%
<i>Municipal Building Fund</i>	650,000	502,360	100,000	100,000	100,000	1,452,360	1.73%
<i>Other</i>	1,322,141	375,000	25,000	405,000	3,330,000	5,457,141	6.49%
<i>Brewster Creek TIF Fund</i>	100,000	0	0	0	0	100,000	0.12%
<i>Bluff City TIF Fund</i>	1,200,000	2,300,000	0	0	0	3,500,000	4.16%
<i>Total</i>	21,830,837	19,255,360	12,350,000	19,200,000	11,450,000	84,086,197	100.00%

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Expenditures by Funding Source



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Capital Projects Expenditure History 2020- 2024

<i>Program Category</i>	<i>FY 2019-20</i>	<i>FY 2020-21</i>	<i>FY 2021-22</i>	<i>FY 2022-23</i>	<i>FY 2023-24</i>	<i>Five Year Total</i>	<i>% of Total</i>
<i>Water</i>	3,270,430	1,377,701	1,111,927	1,321,005	2,629,019	9,710,082	11.66%
<i>Sewer</i>	1,540,572	2,778,975	3,186,715	23,004,934	19,356,821	49,868,017	59.87%
<i>Streets</i>	1,488,190	2,137,548	1,789,085	2,089,223	1,947,523	9,451,569	11.35%
<i>Economic Development</i>	1,878,500	3,224,700	2,705,200	2,547,698	1,308,105	11,664,203	14.00%
<i>Golf</i>	0	65,032	0	15,750	1,117,731	1,198,513	1.44%
<i>Other</i>	159,173	118,198	279,187	146,995	692,398	1,395,951	1.68%
<i>Total</i>	8,336,865	9,702,154	9,072,114	29,125,605	27,051,597	83,288,335	100.00%

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029
Total Project Costs - Completed Projects

<i>Project</i>	<i>FY</i>	<i>FY</i>	<i>FY</i>	<i>FY</i>	<i>FY</i>	<i>Total</i>
	<i>2019-20</i>	<i>2020-21</i>	<i>2021-22</i>	<i>2022-23</i>	<i>2023-24</i>	
<i>MFT Maintenance Program</i>	1,435,044	1,826,358	1,789,086	1,729,811	1,212,646	7,992,945
<i>Water Main Replacement</i>	479,294	1,144,437	1,030,191	1,105,904	289,747	4,049,573
<i>Sanitary Sewer Rehabilitation</i>	528,427	639,792	440,969	804,216	511,863	2,925,267
<i>Lift Station Upgrades</i>		925,524			573,925	1,499,449
<i>DWC Transmission Main and Meter Station</i>	15,174,294					15,174,294
<i>Water Pump Station and Storage</i>	8,140,978					8,140,978
<i>Bartlett Watermain Improvements</i>	5,537,439					5,537,439
<i>Golf Veranda / Simulator Room</i>		65,032				65,032

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

New Projects by Source of Funds

<i>Project</i>	<i>Page</i>	<i>IEPA Loans</i>	<i>Golf Fund</i>	<i>Total</i>
<i>WRF Rehabilitation</i>	27	\$4,130,000		\$4,130,000
<i>Parking Lot Sealcoating</i>	54		30,000	\$30,000
<i>Cart Path Replacement</i>	56		75,000	\$75,000
<i>Well Pump Repairs</i>	58		90,000	\$90,000
<i>Total</i>		\$4,130,000	\$195,000	\$4,325,000

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

2024-25 Projects by Source of Funds

<i>Project</i>	<i>Page</i>	<i>Water Fund</i>	<i>Sewer Fund</i>	<i>MFT Fund</i>	<i>American Rescue Plan Act</i>	<i>IEPA Loans</i>	<i>GO Bonds</i>	<i>Other</i>	<i>General Fund</i>	<i>Municipal Building</i>	<i>Brewster Creek TIF</i>	<i>Bluff City TIF</i>	<i>Total</i>
<i>Water Main Replacement</i>	4	3,500,000											3,500,000
<i>Water Tower Painting</i>	6	1,268,650											1,268,650
<i>Watermain Leak Survey and Repairs</i>	10	125,000											125,000
<i>Water Meter Changeout</i>	12	1,000,000			500,000								1,500,000
<i>Hydrant Painting Program</i>	16	45,000											45,000
<i>Sanitary Sewer System Rehabilitation</i>	19		500,000		500,000								1,000,000
<i>Devon Excess Flow Plant Rehabilitation</i>	21				2,000,000		2,540,600						4,540,600
<i>Lift Station Upgrades & Rehabilitation</i>	23		118,900										118,900
<i>Bittersweet WWTP Facility Improvements</i>	25		545,346			3,885,200							4,430,546
<i>WRF Rehabilitation</i>	27		80,000										80,000
<i>24/25 MFT Maintenance Program</i>	30			900,000									900,000
<i>IDOT Intersection Improvements</i>	32			50,000									50,000
<i>Bike Path Maintenance</i>	36							10,000	115,000				125,000
<i>Parking Lot Improvements</i>	38									235,000			235,000
<i>Metra Area Landscaping Improvements</i>	42								75,000				75,000
<i>Town Center Improvements</i>	44								75,000				75,000
<i>Brewster Creek Bus. Park Improvements</i>	47										100,000		100,000
<i>Bluff City/Blue Heron Improvements</i>	49											1,200,000	1,200,000
<i>Irrigation System Replacement</i>	52							1,322,141					1,322,141
<i>Stormwater System Improvements</i>	61								625,000				625,000
<i>Schick/DuPage River Engineering Study</i>	63			100,000									100,000
<i>Municipal Building Improvements</i>	65									415,000			415,000
Total		5,938,650	1,244,246	1,050,000	3,000,000	3,885,200	2,540,600	1,332,141	890,000	650,000	100,000	1,200,000	21,830,837

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

2025-26 Projects by Source of Funds

<i>Project</i>	<i>Page</i>	<i>Water Fund</i>	<i>Sewer Fund</i>	<i>MFT Fund</i>	<i>STP Funds</i>	<i>Other</i>	<i>General Fund</i>	<i>Municipal Building</i>	<i>Bluff City TIF</i>	<i>Total</i>
Water Main Replacement	4	200,000								200,000
Water Tower Painting	6	985,000								985,000
Infrastructure Improvements	8	75,000								75,000
Watermain Leak Survey and Repairs	10	125,000								125,000
Water Meter Changeout	12	2,250,000								2,250,000
Infrastructure Removals	14	100,000								100,000
Hydrant Painting Program	16	50,000								50,000
Sanitary Sewer System Rehabilitation	19		0							0
Lift Station Upgrades & Rehabilitation	23		2,060,000							2,060,000
WRF Rehabilitation	27		200,000							200,000
25/26 MFT Maintenance Program	30			4,275,000						4,275,000
IDOT Intersection Improvements	32			425,000						425,000
North Ave & Oak Ave Resurfacing	34			250,000	980,000	170,000				1,400,000
Bike Path Maintenance	36					10,000	740,000			750,000
Parking Lot Improvements	38						50,000			50,000
Downtown Sidewalk Renovation	40						503,000			503,000
Metra Area Landscaping Improvements	42					150,000	420,000			570,000
Town Center Improvements	44						1,625,000			1,625,000
Bluff City/Blue Heron Improvements	49								2,300,000	2,300,000
Parking Lot Sealcoating	54					30,000				30,000
Cart Path Replacement	56					25,000				25,000
Stormwater System Improvements	61						655,000			655,000
Schick/DuPage River Engineering Study	63			100,000						100,000
Municipal Building Improvements	65							502,360		502,360
Total		3,785,000	2,260,000	5,050,000	980,000	385,000	3,993,000	502,360	2,300,000	19,255,360

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

2026-27 Projects by Source of Funds

<i>Project</i>	<i>Page</i>	<i>Water Fund</i>	<i>Sewer Fund</i>	<i>MFT Fund</i>	<i>Grants</i>	<i>Other</i>	<i>General Fund</i>	<i>Municipal Building</i>	<i>Total</i>
Water Main Replacement	4	1,000,000							1,000,000
Infrastructure Improvements	8	250,000							250,000
Watermain Leak Survey and Repairs	10	125,000							125,000
Water Meter Changeout	12	750,000							750,000
Hydrant Painting Program	16	50,000							50,000
Sanitary Sewer System Rehabilitation	19		0						0
Lift Station Upgrades and Rehabilitation	23		1,050,000						1,050,000
WRF Rehabilitation	27		175,000						175,000
MFT Maintenance Program	30			750,000					750,000
North Ave & Oak Ave Resurfacing	34			200,000					200,000
Bike Path Maintenance	36				500,000	10,000	1,640,000		2,150,000
Parking Lot Improvements	38			400,000			300,000		700,000
Downtown Sidewalk Renovation	40						150,000		150,000
Cart Path Replacement	56					25,000			25,000
Stormwater System Improvements	61						4,775,000		4,775,000
Schick/DuPage River Engineering Study	63			100,000					100,000
Municipal Building Improvements	65							100,000	100,000
Total		2,175,000	1,225,000	1,450,000	500,000	35,000	6,865,000	100,000	12,350,000

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

2027-28 Projects by Source of Funds

<i>Project</i>	<i>Page</i>	<i>Water Fund</i>	<i>Sewer Fund</i>	<i>MFT Fund</i>	<i>STP Funds</i>	<i>IEPA Loans</i>	<i>Other</i>	<i>General Fund</i>	<i>General Fund</i>	<i>Total</i>
Water Main Replacement	4	300,000								300,000
Water Tower Painting	6	0								0
Infrastructure Improvements	8	100,000				5,500,000				5,600,000
Watermain Leak Survey and Repairs	10	125,000								125,000
Hydrant Painting Program	16	50,000								50,000
Sanitary Sewer System Rehabilitation	19		0							0
Lift Station Upgrades and Rehabilitation	23		1,050,000							1,050,000
WRF Rehabilitation	27		325,000							325,000
MFT Maintenance Program	30			4,275,000						4,275,000
North Ave & Oak Ave Resurfacing	34			360,000	840,000					1,200,000
Bike Path Maintenance	36						110,000	115,000		225,000
Parking Lot Improvements	38			550,000						550,000
Downtown Sidewalk Renovations	40							150,000		150,000
Cart Path Replacement	56						25,000			25,000
Stormwater System Improvements	61							4,875,000		4,875,000
Schick/DuPage River Engineering Study	63			70,000			280,000			350,000
Municipal Building Improvements	65								100,000	100,000
Total		575,000	1,375,000	5,255,000	840,000	5,500,000	415,000	5,140,000	100,000	19,200,000

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

2028-29 Projects by Source of Funds

Project	Page	Water Fund	Sewer Fund	MFT Fund	IEPA Loans	Other	General Fund	Municipal Building	Total
Water Main Replacement	4	300,000							300,000
Watermain Leak Survey and Repairs	10	125,000							125,000
Infrastructure Removals	14	300,000							300,000
Hydrant Painting Program	16	50,000							50,000
Sanitary Sewer System Rehabilitation	19		0						0
Lift Station Upgrades & Rehabilitation	23		510,000						510,000
WRF Rehabilitation	27				3,350,000				3,350,000
MFT Maintenance Program	30			750,000					750,000
Bike Path Maintenance	36					10,000	40,000		50,000
Parking Lot Improvements	38						350,000		350,000
Downtown Sidewalk Renovations	40						150,000		150,000
Well Pump Repairs	58					90,000			90,000
Stormwater System Improvements	61						1,275,000		1,275,000
Schick/DuPage River Engineering Study	63			810,000		3,240,000			4,050,000
Municipal Building Improvements	65							100,000	100,000
Total		775,000	510,000	1,560,000	3,350,000	3,340,000	1,815,000	100,000	11,450,000



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

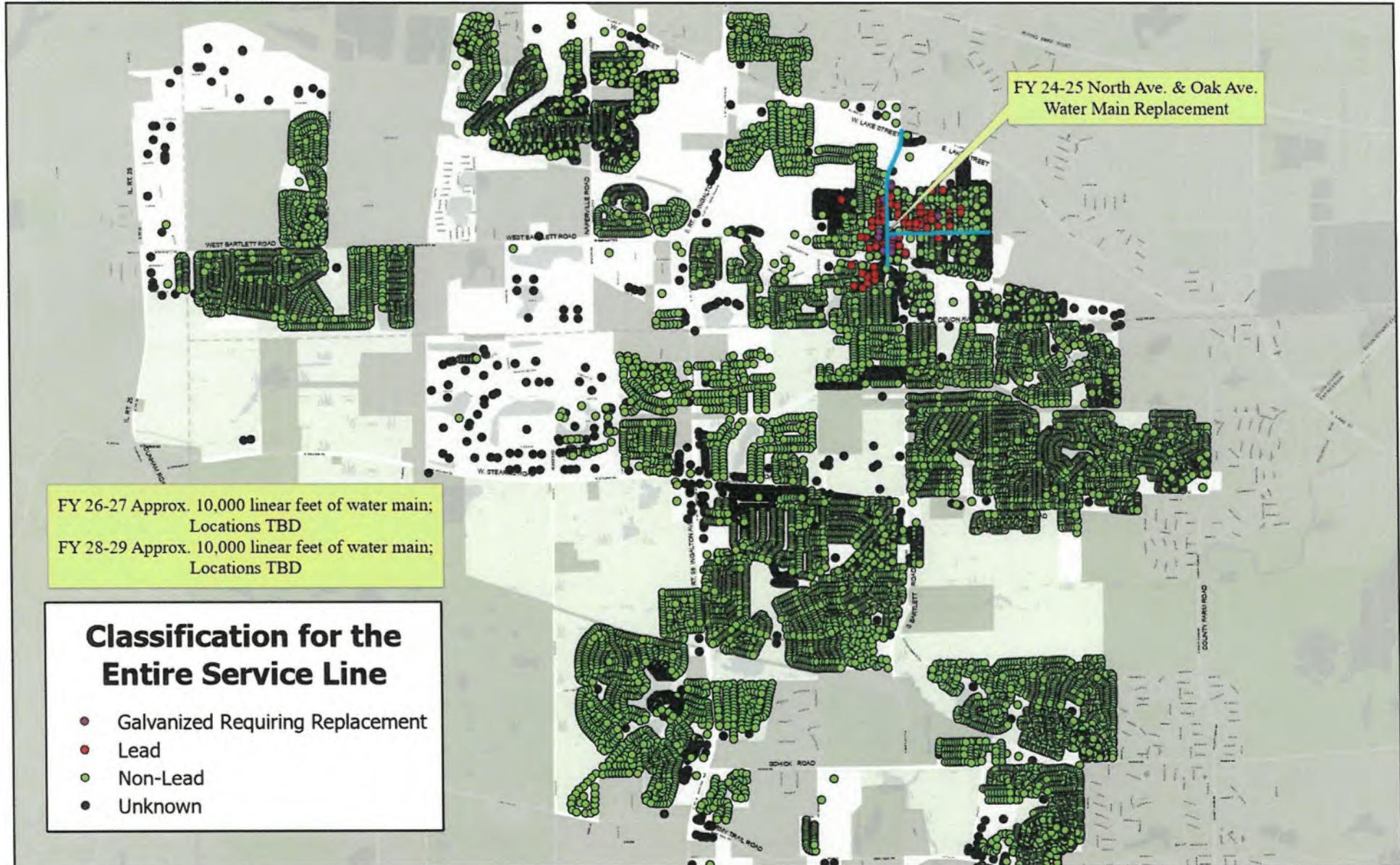
Water Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

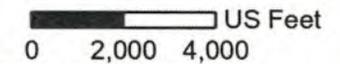
Water Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year</i>
<i>Water Main Replacement</i>	4	\$ 3,500,000	\$ 200,000	\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 5,300,000
<i>Water Tower Painting</i>	6	1,268,650	985,000	0	0	0	2,253,650
<i>Infrastructure Improvements with Water Transition</i>	8	0	75,000	250,000	5,600,000	0	5,925,000
<i>Watermain Leak Survey and Leak Repairs</i>	10	125,000	125,000	125,000	125,000	125,000	625,000
<i>Water Meter Changeout</i>	12	1,500,000	2,250,000	750,000	0	0	4,500,000
<i>Infrastructure Removals</i>	14	0	100,000	0	0	300,000	400,000
<i>Hydrant Painting Program</i>	16	45,000	50,000	50,000	50,000	50,000	245,000
Total		\$ 6,438,650	\$ 3,785,000	\$ 2,175,000	\$ 6,075,000	\$ 775,000	\$ 19,248,650

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Water Fund</i>	\$ 5,938,650	\$ 3,785,000	\$ 2,175,000	\$ 575,000	\$ 775,000	\$ 13,248,650
<i>IEPA Loans</i>				5,500,000		5,500,000
<i>ARPA Funds</i>	500,000					500,000
Total	\$ 6,438,650	\$ 3,785,000	\$ 2,175,000	\$ 6,075,000	\$ 775,000	\$ 19,248,650



Water Main & Lead Service Replacement



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

WATER MAIN & LEAD SERVICES REPLACEMENT

Description This multi-year project consists of replacing water mains that are experiencing frequent main breaks or have capacity concerns.

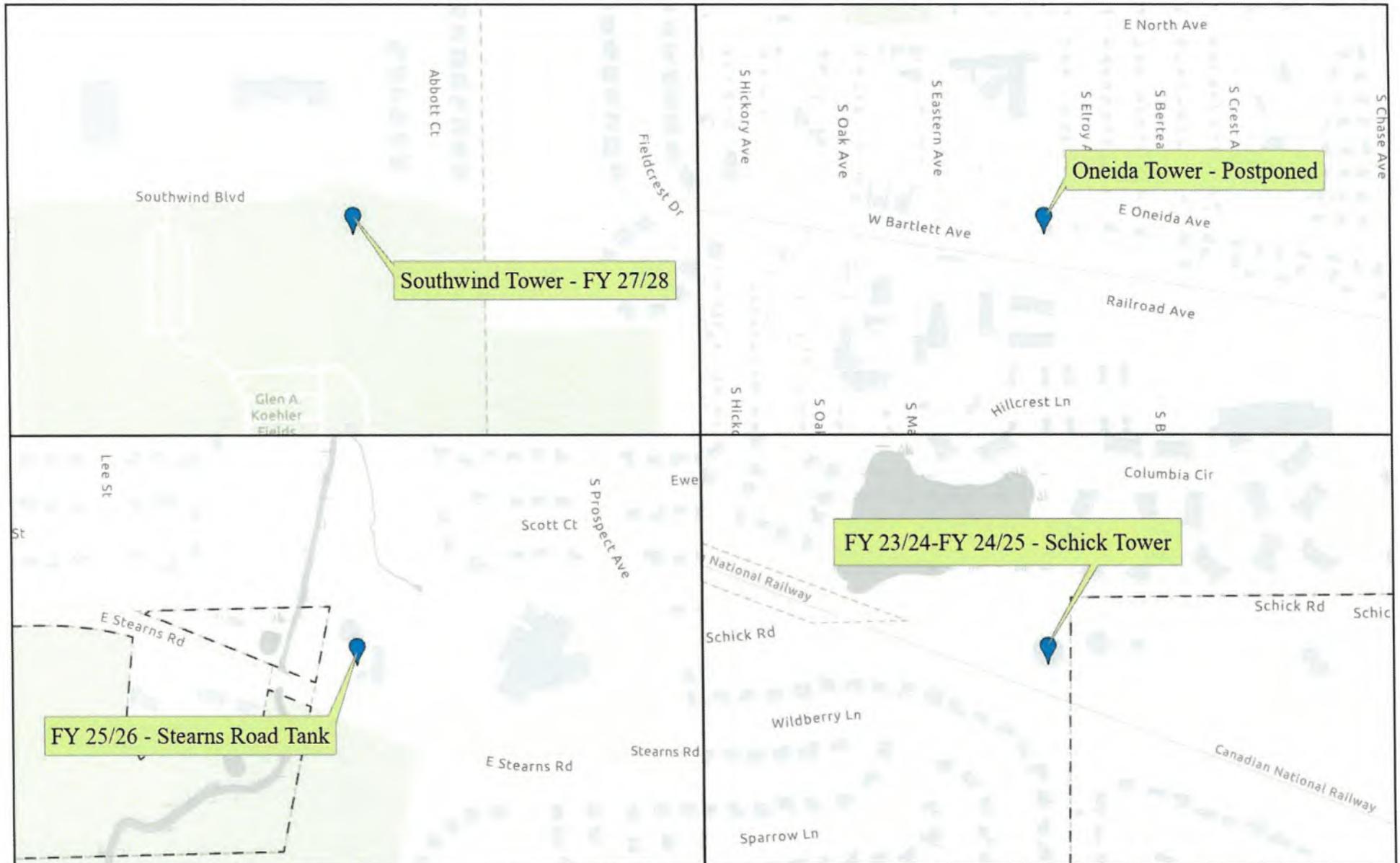
FY 24/25- North Ave. & Oak Ave. water main & lead services replacement
 FY 25/26- Design year; locations TBD, construction in FY 26/27
 FY 26/27- Approx. 10,000 linear feet of water main; locations TBD
 FY 27/28- Design year: locations TBD
 FY 28/29- Approx. 10,000 linear feet of water main; locations TBD
 Lead water service line replacements to meet EPA requirements

Comments These areas have a history of frequent water main breaks which have resulted in disruption of service and property damage.

This program will help reduce our unaccounted water percentage as required by IDNR Lake Michigan water allocation permit.

Future Operating Budget Impact This project will not have a significant impact on the Operating budget.

Use of Funds	Prior Year Actual	Estimated	Proposed For Future Years				Project Totals	
		24/25	25/26	26/27	27/28	28/29		
Construction	\$ 289,747	\$ 3,500,000	\$		\$ 700,000	\$	\$ 0	\$ 4,489,747
Lead Service Replacements					100,000	100,000	100,000	300,000
Contingencies			100,000		\$ 100,000	100,000	\$ 100,000	400,000
Engineering			100,000		100,000	100,000	100,000	400,000
Total	\$ 289,747	\$ 3,500,000	\$ 200,000		\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 5,589,747
Source of Funds								
Water Fund	\$ 289,747	\$ 3,500,000	\$ 200,000		\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 5,589,747
American Rescue Plan Act								
Total	\$ 289,747	\$ 3,500,000	\$ 200,000		\$ 1,000,000	\$ 300,000	\$ 300,000	\$ 5,589,747



Water Tower Painting



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

WATER TOWER PAINTING

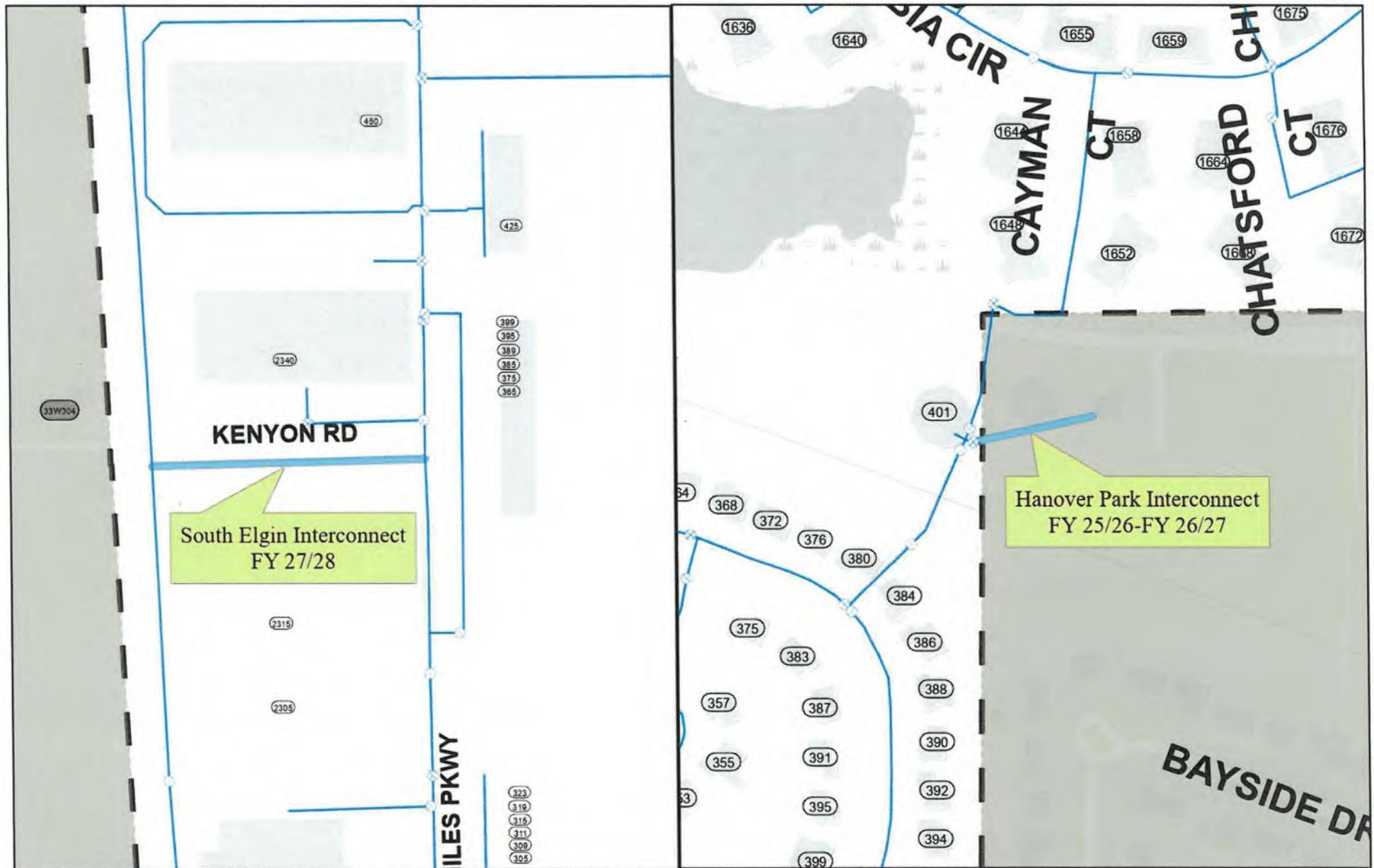
Description This multi-year project consists of sandblasting and painting some of our elevated and ground storage water tanks.

FY - Oneida Tower (postponed)
 FY22/23- Stearns Rd. Reservoir - (postponed until FY 25/26)
 FY 23/24 - FY 24/25 Schick Tower
 FY 27/28 - Southwind Tower

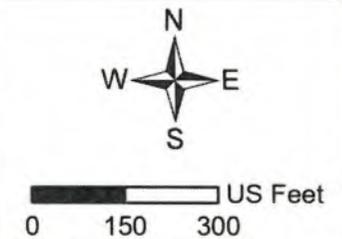
Comments The tanks will be inspected before painting to determine if any structural repairs are required.
 Water fund dollars have been reserved to fund this project.

Future Operating Budget Impact This project will not have a significant impact on the Operating budget.

<i>Use of Funds</i>	<i>Prior Year Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Sandblasting/Painting	\$ 0	1,218,650	\$ 850,000	\$ 0	\$	\$	\$ 2,068,650
Contingencies			85,000				85,000
Engineering	0	\$ 50,000	50,000				100,000
Total	\$ 0	\$ 1,268,650	\$ 985,000	\$ 0	0	0	\$ 2,253,650
Source of Funds							
Water Fund	\$ 0	\$ 1,268,650	\$ 985,000	\$ 0	\$ 0	\$ 0	\$ 2,253,650
Total	\$ 0	\$ 1,268,650	\$ 985,000	\$ 0	\$ 0	\$ 0	\$ 2,253,650



Infrastructure Improvements Associated with Water Transition



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

INFRASTRUCTURE IMPROVEMENTS ASSOCIATED WITH WATER TRANSITION

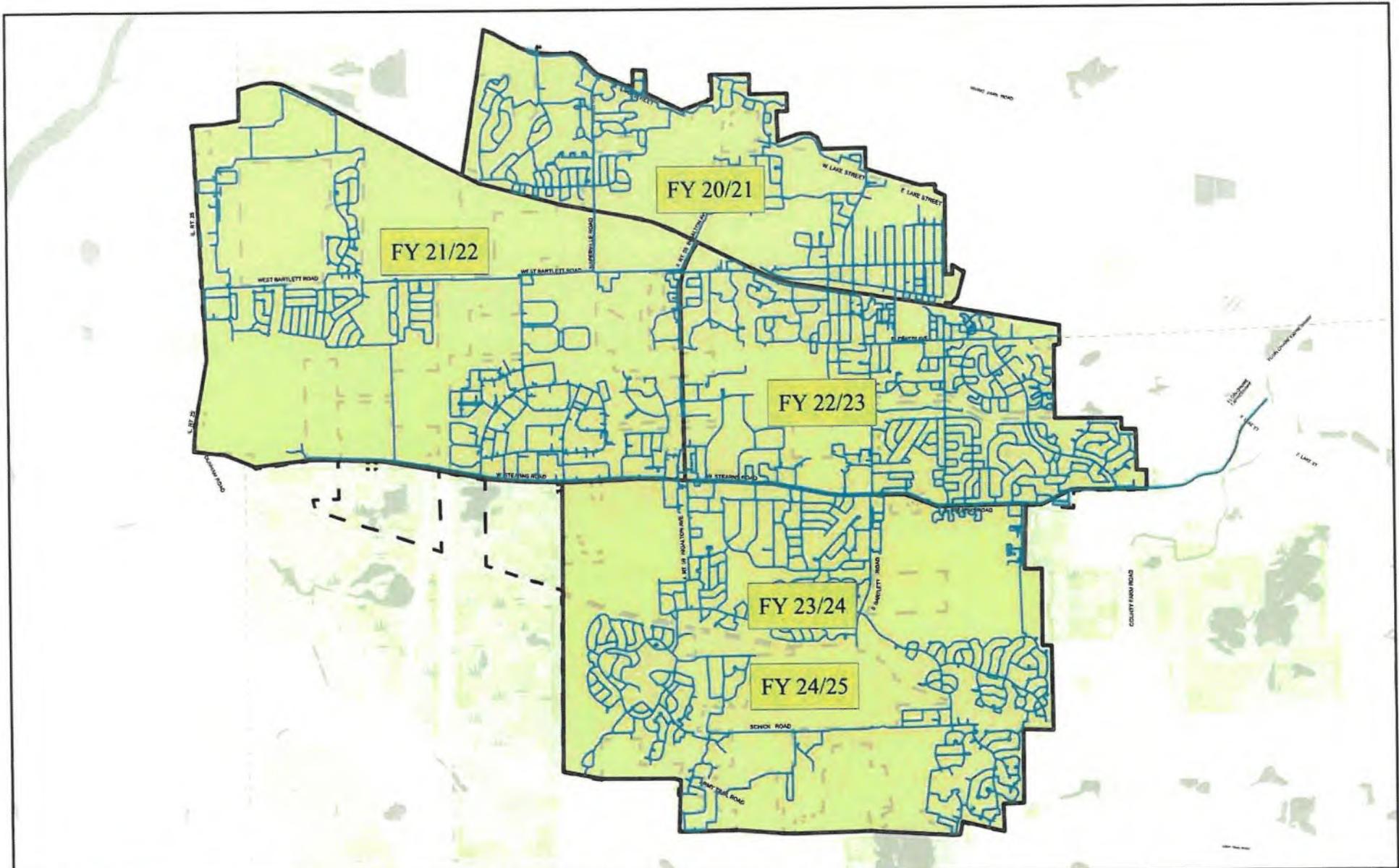
Description This involves water infrastructure improvements needed after the transition to Lake Michigan water.

New transmission water main improvements, 1.5 million gallon elevated water storage tank, and Bartlett system water main improvements including interconnects.

Comments We still have a few projects to complete - water tower, interconnects, and water main extensions.

Operating Budget Impact These improvements will not have an impact on the operating budget.

Use of Funds	Prior Years Actual	Estimated	Proposed For Future Years				Project Totals
		24/25	25/26	26/27	27/28	28/29	
DWC Transmission Main/Meter Sta.	\$ 15,174,294						\$ 15,174,294
Pump Station, 3MG Storage Sank	8,242,383						8,242,383
Bartlett Water Main Improvements	5,662,568						5,662,568
Stearns Rd Pump Station Improvements	459,995	\$	\$				459,995
1.5 Million Gallon Elevated Tank					\$ 5,500,000		5,500,000
DWC Capital Buy-In	13,030,632						13,030,632
Hanover Park Interconnect			75,000	250,000			325,000
South Elgin Interconnect					100,000		100,000
Southwind Chlorination System							0
Total	\$ 42,569,872	\$ 0	\$ 75,000	\$ 250,000	\$ 5,600,000	\$ 0	\$ 48,494,872
Source of Funds							
DWC loans	\$ 31,870,410						\$ 31,870,410
IEPA Low Interest Loans	8,093,906				\$ 5,500,000		13,593,906
USEPA Grant	485,000						485,000
Water Fund	2,120,556	\$ 0	\$ 75,000	\$ 250,000	100,000		2,545,556
Total	\$ 42,569,872	\$ 0	\$ 75,000	\$ 250,000	\$ 5,600,000	\$ 0	\$ 48,494,872



Water Main Leak Survey and Associated Leak Repairs



0 2,000 4,000 US Feet

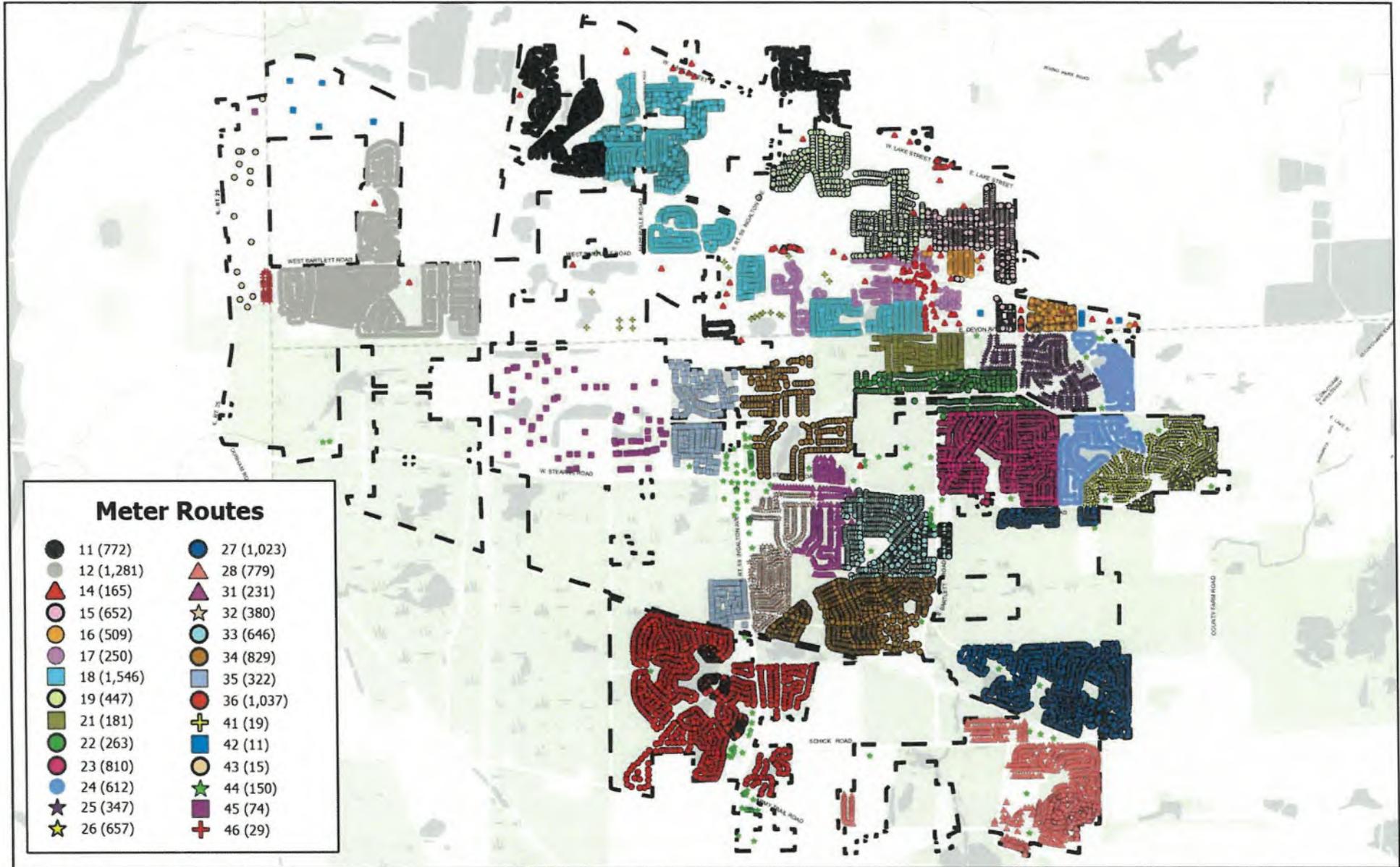
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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

WATERMAIN LEAK SURVEY AND ASSOCIATED LEAK REPAIRS

Description	<p>This multi-year project involves doing a comprehensive leak survey of our entire distribution system to help reduce our water loss. The entire system will be broken into zones and a leak monitoring system will monitor for leaks 24/7 allowing us to catch leaks earlier and minimize water loss.</p> <p>FY 22/23- Implement the leak monitoring system for our distribution system. FY 23/24- Add additional monitoring stations to reduce the zones of our distribution system. FY 24/25-27/28 Continue monitoring our distribution system.</p>
Comments	Leaks will be repaired as they are found. This program will help reduce water loss as required by the IDNR Lake Michigan water allocation permit.
Operating Budget Impact	These improvements will not have an impact on the operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Systemwide Leak Detection		\$	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 400,000
Survey approximately 50 miles of main	\$ 104,590						104,590
Repairs to leaks as they are found			25,000	25,000	25,000	25,000	100,000
Total	\$ 104,590	\$ 0	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 604,590
Source of Funds							
Water Fund	\$ 104,590	\$ 0	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 604,590
Total	\$ 104,590	\$ 0	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000	\$ 604,590



Meter Routes

- | | |
|--------------|--------------|
| ● 11 (772) | ● 27 (1,023) |
| ● 12 (1,281) | ▲ 28 (779) |
| ▲ 14 (165) | ▲ 31 (231) |
| ○ 15 (652) | ☆ 32 (380) |
| ○ 16 (509) | ○ 33 (646) |
| ○ 17 (250) | ○ 34 (829) |
| ○ 18 (1,546) | ○ 35 (322) |
| ○ 19 (447) | ○ 36 (1,037) |
| ■ 21 (181) | ⊕ 41 (19) |
| ● 22 (263) | ■ 42 (11) |
| ● 23 (810) | ○ 43 (15) |
| ● 24 (612) | ★ 44 (150) |
| ★ 25 (347) | ■ 45 (74) |
| ★ 26 (657) | ⊕ 46 (29) |



Water Meter Changeout



0 2,000 4,000 US Feet

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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

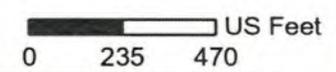
WATER METER CHANGEOUT

Description	<p>This multi-year project involves replacing our entire meter system to a fixed network system. The entire system will be replaced over a 3-year period.</p> <p>The village replaced water meters in early 2000's and is in need of replacing the meters based on a ~20 year life cycle. The current system the meters are read through a drive around town, We are proposing to replace the meters with a system that would allow communication through a fixed network or cellular that would avoid driving around town.</p> <p>FY 22/23- Begin adding antennas and replacing meters FY 23/24- Continue the replacement program FY 24/25- Continue the replacement program FY 25/26- Continue the replacement program</p>
Comments	This will help reduce water loss from meter malfunctions and allow better communication with customers with more frequent meter information.
Operating Budget Impact	This improvement will reduce the amount of time the water crew will be reading meters and allow more time for maintenance of the system.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Meters Replaced	\$ 1,881,843	\$ 1,500,000	\$ 2,250,000	\$ 750,000	\$	\$ 0	\$ 4,500,000
Total	\$ 1,881,843	\$ 1,500,000	\$ 2,250,000	\$ 750,000	\$ 0	\$ 0	\$ 4,500,000
<i>Source of Funds</i>							
Water Fund	\$ 1,381,843	\$ 1,000,000	\$ 2,250,000	\$ 750,000	\$ 0	\$ 0	\$ 4,000,000
ARPA Funds	500,000	500,000					500,000
Total	\$ 1,881,843	\$ 1,500,000	\$ 2,250,000	\$ 750,000	\$ 0	\$ 0	\$ 4,500,000



Infrastructure Removals Associated with Water Transition



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

INFRASTRUCTURE REMOVALS ASSOCIATED WITH WATER TRANSITION

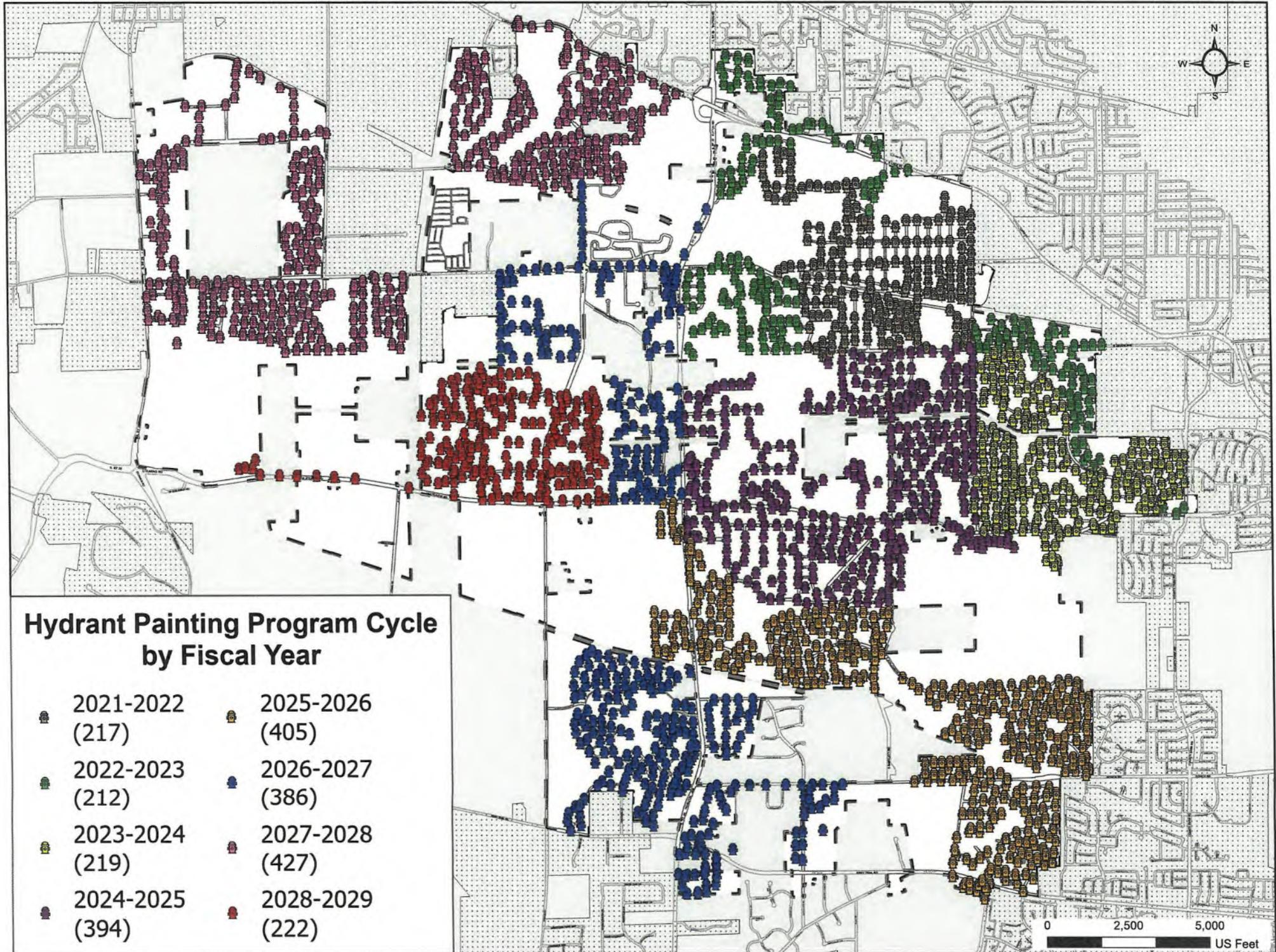
Description This multi-year project involves abandonment of infrastructure no longer needed now that we transitioned to 100% purchased water.

Abandon and Remove Main St. Wells 1 & 2, Pump Station, Iron Filters, and Reservoir
 Abandon and Properly Seal Wells 5, 7, and 8 (Well 7 WRT Removal)
 Removal of Oneida Water Tower & Maintenance Garage

Comments These facilities are no longer needed and may provide areas for new business developments or other uses more useful to the village.

Operating Budget Impact These improvements will reduce the operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Proposed For Future Years</i>					<i>Project Totals</i>
		<i>Estimated 24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Main St. Removals		\$	\$	\$		\$ 0	\$ 0
Abandonment of Well 7 & WRT Removals			100,000		\$		100,000
Abandonment of Wells 1,2, 5, 8	\$ 131,676						131,676
Oneida Water Tower Removal						300,000	300,000
							0
Total	\$ 131,676	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 300,000	\$ 531,676
<i>Source of Funds</i>							
Water Fund	\$ 131,676	\$ 0	\$ 100,000	\$	\$ 0	\$ 300,000	\$ 531,676
Total	\$ 131,676	\$ 0	\$ 100,000	\$ 0	\$ 0	\$ 0	\$ 531,676



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

HYDRANT PAINTING PROGRAM

Description This multi-year project will be to maintain all of the village's fire hydrants. A joint bid may be utilized to help lower the cost of painting. There are approximately 2,369 fire hydrants

FY 22/23- Northeast Area
 FY 23/24- Southwest Area
 FY 24/25- Northwest Area
 FY 25/26- Southeast Area
 FY 26/27- Northeast Area

Comments This program will follow the same areas of our leak detection each year.

Future Operating Budget Impact This project will not have a significant impact on the Operating budget.

<i>Use of Funds</i>	<i>Prior Year Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Painting in Zone	\$ 20,699	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 265,699
Total	\$ 20,699	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 265,699
<i>Source of Funds</i>							
Water Fund	\$ 20,699	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 265,699
Total	\$ 20,699	\$ 45,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 265,699



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

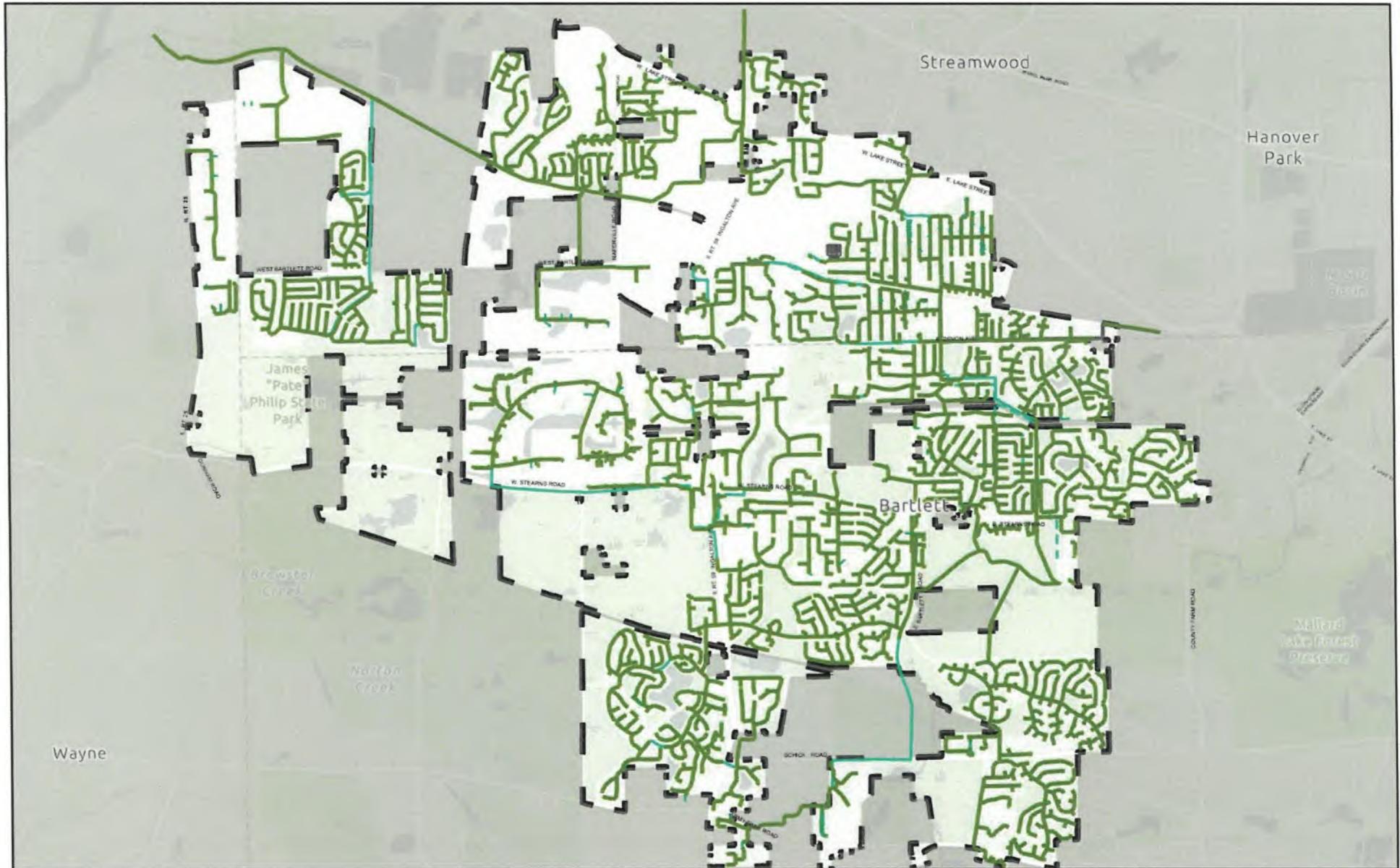
Sewer Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

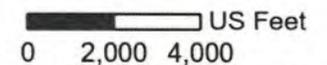
Sewer Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028/29</i>	<i>Five Year Total</i>
<i>Sanitary Sewer System Rehabilitation</i>	19	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,000,000
<i>Devon Excess Flow Plant Rehabilitation</i>	21	4,540,600					4,540,600
<i>Lift Station Upgrades and Rehabilitation</i>	23	118,900	2,060,000	1,050,000	1,050,000	510,000	4,788,900
<i>Bittersweet WWTP Facility Plan Improvements</i>	25	4,430,546					4,430,546
<i>Bittersweet WRF Rehabilitation</i>	27	80,000	200,000	175,000	325,000	3,350,000	4,130,000
Total		\$ 10,170,046	\$ 2,260,000	\$ 1,225,000	\$ 1,375,000	\$ 3,860,000	\$ 18,890,046

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Sewer Fund</i>	\$ 1,244,246	\$ 2,260,000	\$ 1,225,000	\$ 1,375,000	\$ 510,000	\$ 6,614,246
<i>2019 Bonds</i>	2,540,600					2,540,600
<i>American Rescue Plan Act</i>	2,500,000					2,500,000
<i>IEPA Low Interest Rate Loan</i>	3,885,200				3,350,000	7,235,200
Total	\$ 10,170,046	\$ 2,260,000	\$ 1,225,000	\$ 1,375,000	\$ 3,860,000	\$ 18,890,046



Sanitary Sewer System Rehabilitation



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

SANITARY SEWER SYSTEM REHABILITATION

Description	This project consists of evaluating the condition of the sanitary sewer collection system throughout the village. As our collection system ages, leaks develop in pipes that allow excess water into the system during rain events. These excess flows cause back-ups in homes and overflow manholes. The excess water results in excursions at our plants and increases our treatment costs. The evaluation will identify those areas within the collection system that contribute to this problem. MWRD requires tributary municipalities to develop short-term and long-term sanitary sewer rehabilitation programs to deal with excessive flows.
Comments	With the use of our sewer camera and flow monitors we are able to determine which areas of the collection system need maintenance and put projects together to line manholes and sewers. We will also smoke test areas to determine sources excess inflow. The village will continue a program where the homeowner shares a cost in lining of the lateral service (85/15), which would reduce I&I.
Future Operating Budget Impact	No increase to the collection system maintenance costs. Assists in lowering the treatment costs by lowering amount of excess flow events.

<i>Use of Funds</i>	<i>Prior Year Actual</i>	<i>Estimated 24/25</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
			<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction (replacement & lining)	\$ 511,863	\$ 950,000	\$	\$	\$	\$	\$ 1,461,863
Engineering		50,000	\$	\$	\$	\$	50,000
Contingencies			\$	\$	\$	\$	0
Flow Monitoring & MH Inspection			\$	\$	\$	\$	0
Private Lateral Line			\$	\$	\$	\$	0
Total	\$ 511,863	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 1,511,863
<i>Source of Funds</i>							
Sewer Fund	\$ 0	500,000	\$ 0	\$ 0	\$ 0	\$ 0	\$ 500,000
American Rescue Plan Act	511,863	\$ 500,000					1,011,863
Total	\$ 511,863	\$ 1,000,000	\$ 0	\$ 0	\$ 0	\$ 1,000,000	\$ 1,511,863

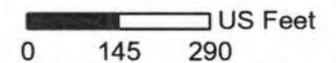


MWRD Lift Station

Devon Excess Flow Plant



Devon Excess Flow Plant Rehabilitation



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

DEVON EXCESS FLOW PLANT REHABILITATION

Description This project consists of a new lift station and force main to allow all excess Cook County flow to travel to the Bittersweet WRF. This allows us to eliminate the Devon excess flow facility and the IEPA permit that we have been in violation with.

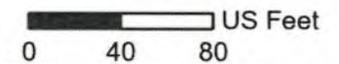
Comments After much discussion with MWRD, it has been determined that the most cost effective option is to build a new lift station and force main and pump the excess flow to the Bittersweet WRF.

Future Operating Budget Impact No impact to operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction	6,709,400	\$ 4,290,600	\$				\$ 11,000,000
Engineering	\$ 714,071	250,000					964,071
Contingencies							0
Total	\$ 7,423,471	\$ 4,540,600	\$ 0				\$ 11,964,071
<i>Source of Funds</i>							
Bond Issue	6,709,400	\$ 2,540,600	\$				\$ 9,250,000
Sewer Fund	\$ 714,071						714,071
American Rescue Plan Act		2,000,000					2,000,000
Total	\$ 7,423,471	\$ 4,540,600	\$ 0				\$ 11,964,071



Lift Station Upgrades and Rehabilitation

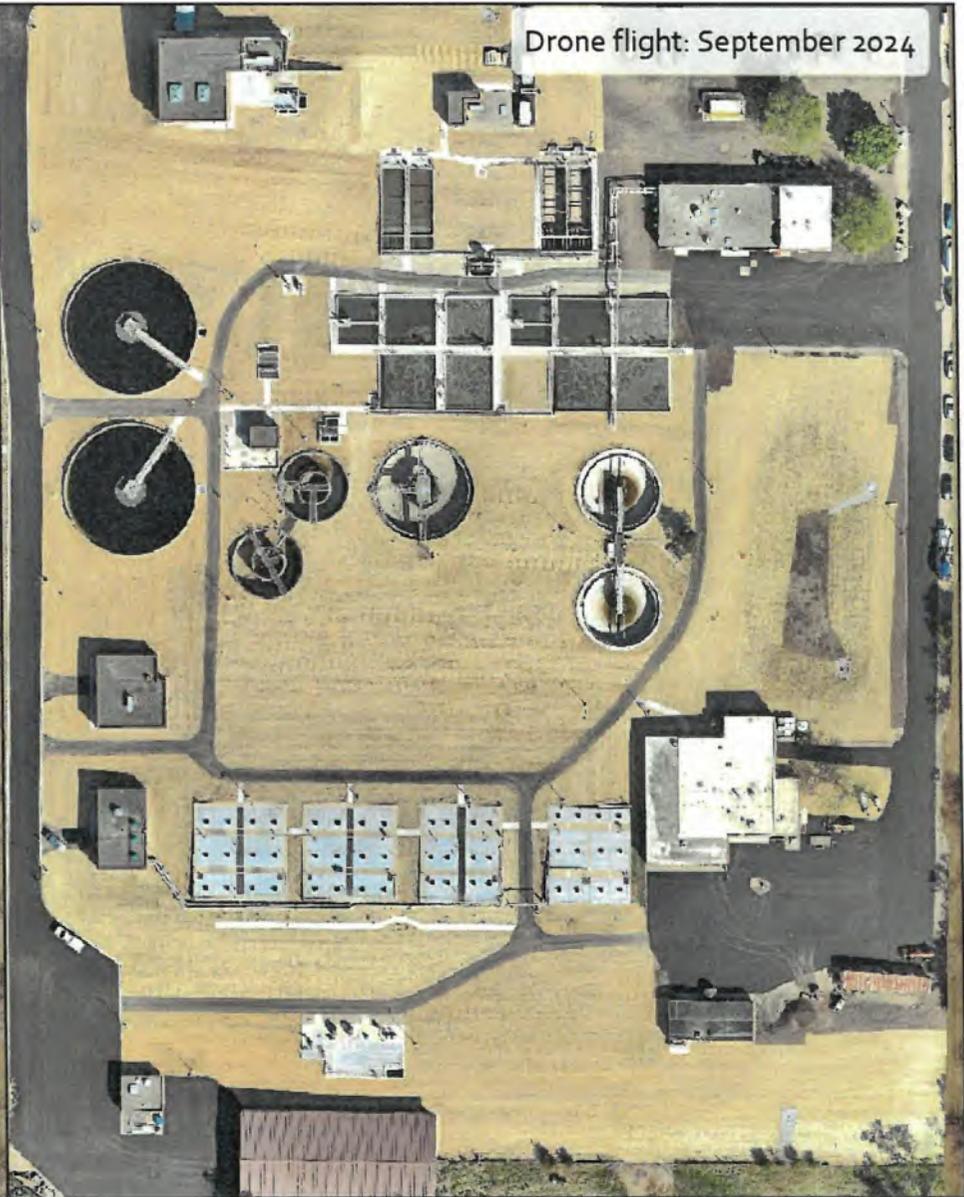


VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

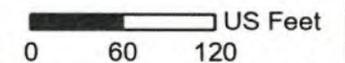
LIFT STATION UPGRADES AND REHABILITATION

Description	<p>These projects consist of improving the condition and safety of the lift stations:</p> <p style="margin-left: 20px;">Country Place Lift Station -2025/2026 SCADA Controls at Lift Stations - 2025/2026 Campanelli Lift Station Rehab - 2026/27 Eastview Lift Station - 2027/2028 Lift Station/Force Main Rehab (TBD) - 2028/2029</p>
Comments	This project will decrease the safety risks of entering underground lift station wet wells. Improve our connection and data gathering for lift stations
Future Operating Budget Impact	This project may decrease the collection system maintenance costs.

<i>Use of Funds</i>	<i>Prior Year Actual</i>	<i>Estimated 24/25</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
			<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction	\$ 525,318	\$ 118,900	\$ 1,750,000	\$ 900,000	900,000	\$ 450,000	\$ 4,525,318
Engineering	48,607	118,900	250,000	100,000	\$ 100,000	50,000	667,507
Contingencies			60,000	50,000	50,000	10,000	170,000
Total	\$ 573,925	\$ 118,900	\$ 2,060,000	\$ 1,050,000	\$ 1,050,000	\$ 510,000	\$ 5,362,825
Source of Funds							
Sewer Fund	\$ 573,925	\$ 118,900	\$ 2,060,000	\$ 1,050,000	\$ 1,050,000	\$ 510,000	\$ 5,362,825
Total	\$ 573,925	\$ 118,900	\$ 2,060,000	\$ 1,050,000	\$ 1,050,000	\$ 510,000	\$ 5,362,825



Facility Plan Update & Phosphorus Removal



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

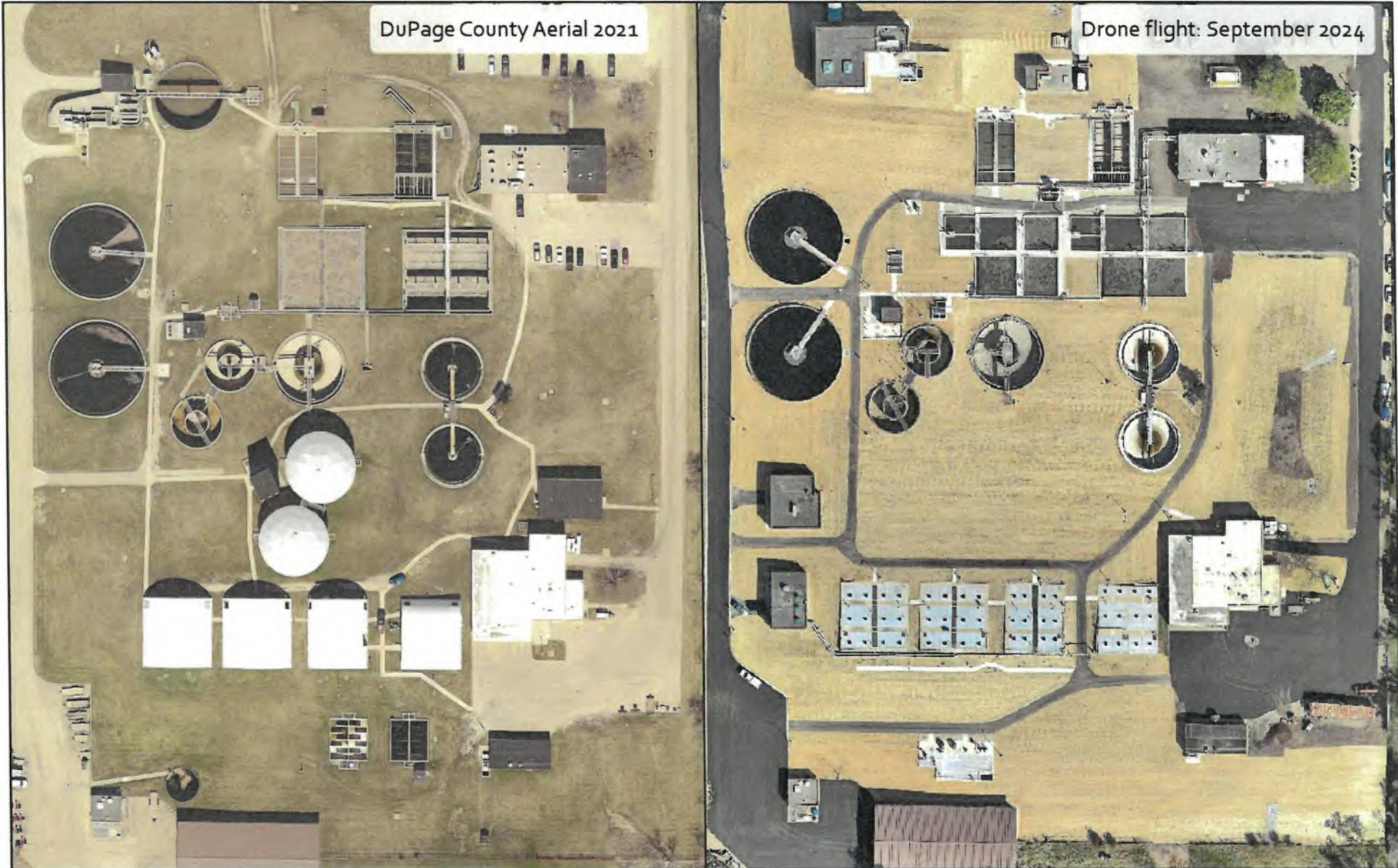
BITTERSWEET WWTP FACILITY PLAN IMPROVEMENTS

Description	Necessary equipment replacement for compliance of NPDES Permit: Tertiary Filters upgrade Influent Screening/Grit Removal Blower Replacement & Aerobic Digester Rehabilitation Primary/Secondary Treatment Disinfection Excess Flow Treatment Phosphorus Removal Upgrades Miscellaneous Site Upgrades
Comments	We have been approved for an IEPA Low Interest Loan (\$37 M)
Future Operating Budget Impact	No significant Increase to Operating Budget

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated 24/25</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
			<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction	\$ 33,357,813	\$ 2,768,725	\$				\$ 36,126,538
Engineering	3,720,407	761,821					4,482,228
Contingencies		900,000					900,000
Total	\$ 37,078,221	\$ 4,430,546	\$ 0				\$ 41,508,767
<i>Source of Funds</i>							
IEPA Low Interest Loan	\$ 33,114,800	\$ 3,885,200	\$				\$ 37,000,000
Sewer Fund	3,963,421	545,346					4,508,767
Total	\$ 37,078,221	\$ 4,430,546	\$ 0				\$ 41,508,767

DuPage County Aerial 2021

Drone flight: September 2024



Bittersweet WRF Rehabilitation



0 60 120 US Feet

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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

BITTERSWEET WRF REHABILITATION

Description	Control Building Water Damage Restoration, UV Canopy, HVAC at Control Building, Garage facility rehab/addition, Second/Backup Centrifuge
Comments	Rehabilitation of existing buildings that were not included in the upgrade.
Future Operating Budget Impact	No significant Increase to Operating Budget

Use of Funds	Prior Years Actual	Estimated	Proposed For Future Years				Project Totals
		24/25	25/26	26/27	27/28	28/29	
Construction	\$	50,000	\$ 150,000	100,000	250,000	3,000,000	\$ 3,550,000
Engineering		15,000	25,000	50,000	50,000	200,000	340,000
Contingencies		15,000	25,000	25,000	25,000	150,000	240,000
Total	\$ 0	\$ 80,000	\$ 200,000	\$ 175,000	\$ 325,000	\$ 3,350,000	\$ 4,130,000
Source of Funds							
Sewer Fund	\$	80,000	\$ 200,000	\$ 175,000	\$ 325,000		\$ 780,000
IEPA Loan						3,350,000	3,350,000
Total	\$ 0	\$ 80,000	\$ 200,000	\$ 175,000	\$ 325,000	\$ 3,350,000	\$ 4,130,000



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

Street Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Street Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>MFT Maintenance Program</i>	30	\$ 900,000	\$ 4,275,000	\$ 750,000	\$ 4,275,000	\$ 750,000	\$ 10,950,000
<i>IDOT Intersection Improvements</i>	32	50,000	425,000				475,000
<i>North Ave & Oak Ave Resurfacing</i>	34	0	1,400,000	200,000	1,200,000		2,800,000
<i>Bike Path Maintenance</i>	36	125,000	750,000	2,150,000	225,000	50,000	3,300,000
<i>Parking Lot Improvements</i>	38	235,000	50,000	700,000	550,000	350,000	1,885,000
<i>Downtown Sidewalk Renovation</i>	40	0	503,000	150,000	150,000	150,000	953,000
<i>Metra Area Landscaping/Sidewalk Improvements</i>	42	75,000	570,000				645,000
<i>Town Center Improvements</i>	44	75,000	1,625,000				1,700,000
Total		\$ 1,460,000	\$ 9,598,000	\$ 3,950,000	\$ 6,400,000	\$ 1,300,000	\$ 22,708,000

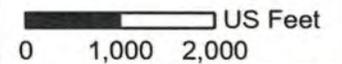
<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>MFT Fund</i>	\$ 950,000	\$ 4,950,000	\$ 1,350,000	\$ 5,185,000	\$ 750,000	\$ 13,185,000
<i>STP Fund</i>		980,000		840,000		1,820,000
<i>Grant Funding</i>		150,000	500,000			650,000
<i>Municipal Building Fund</i>	235,000					235,000
<i>General Fund</i>	265,000	3,338,000	2,090,000	265,000	540,000	6,498,000
<i>Park District/Streamwood/DuPage</i>	10,000	180,000	10,000	110,000	10,000	320,000
Total	\$ 1,460,000	\$ 9,598,000	\$ 3,950,000	\$ 6,400,000	\$ 1,300,000	\$ 22,708,000



Streets for FY 24/25-FY 28/29
will be selected based on the
annual inspection process



MFT Maintenance Program



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

MFT MAINTENANCE PROGRAM

Description This annual maintenance program includes general patching, curb and gutter repairs, bituminous resurfacing, handicap ramp replacement, pavement preservation sealing and crack sealing.

Comments Streets for FY 24/25 through FY 28/29 will be selected based on our annual inspection process.

We are looking at alternating our Street Program and our Water Main Replacement Program (1 year Streets, and no Water Main and then the following year Water Main, no Streets) This will allow us to have larger projects and minimize number of projects our engineering division needs to design and bid each year.

Future Operating Budget Impact This project should not have a significant impact on the Operating budget

<i>Use of Funds</i>	<i>Prior Year Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Milling/Resurfacing	\$ 699,225	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 3,500,000	\$ 7,699,225
Concrete	198,744	200,000	225,000	225,000	225,000	225,000	1,298,744
Pavement Preservation	125,731	150,000	250,000	150,000	250,000	150,000	1,075,731
Pavement Marking	40,250	50,000	75,000	75,000	75,000	75,000	390,250
Crack Sealing		150,000	75,000	150,000	75,000	150,000	600,000
Engineering	148,696	350,000	150,000	150,000	150,000	150,000	1,098,696
Total	\$ 1,212,646	\$ 900,000	\$ 4,275,000	\$ 750,000	\$ 4,275,000	\$ 750,000	\$ 12,162,646
Source of Funds							
MFT Fund	\$ 1,212,646	\$ 900,000	\$ 4,275,000	\$ 750,000	\$ 4,275,000	\$ 750,000	\$ 12,162,646
Rebuild IL							0
General Fund							
Total	\$ 1,212,646	\$ 900,000	\$ 4,275,000	\$ 750,000	\$ 4,275,000	\$ 750,000	\$ 12,162,646



IDOT Intersection Improvements



0 500,000 2,000 US Feet

Created by: GIS, 10/24

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

IDOT INTERSECTION IMPROVEMENTS

Description These intersection improvement projects typically include traffic signals, utility relocations, sidewalk and curb replacements, multi-use or bike path additions, street light adjustments, pavement markings, as well as new asphalt or concrete pavement. The following locations are in the planning or design stage: 1) Route 20 and Oak 2) Route 25 and W. Bartlett Road

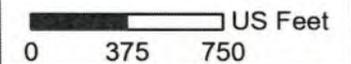
Comments Route 25 is scheduled to be resurfaced in IDOT's MYP. Lake St. is in Phase 2 design to improve the intersections at Oak Ave. and Bartlett Ave.

**Future Operating
Budget Impact**

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Proposed For Future Years</i>					<i>Project Totals</i>
		<i>Estimated 24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Route 59 and Route 20	\$ 100,517						\$ 100,517
Route 59 and Stearns	24,509						24,509
Route 59 and W. Bartlett Road	404,570	\$ 50,000	\$				454,570
Route 59 and Army Trail Road	16,297						16,297
Lake St. at Oak & Bartlett			400,000				400,000
Route 25 & W. Bartlett Road			25,000				25,000
Total	\$ 545,893	\$ 50,000	\$ 425,000				\$ 1,020,893
Source of Funds							
Developer Deposits	\$ 182,453						\$ 182,453
MFT Fund	363,440	\$ 50,000	\$ 425,000				838,440
General Fund							
Total	\$ 545,893	\$ 50,000	\$ 425,000				\$ 1,020,893



North Ave. & Oak Ave. Resurfacing



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

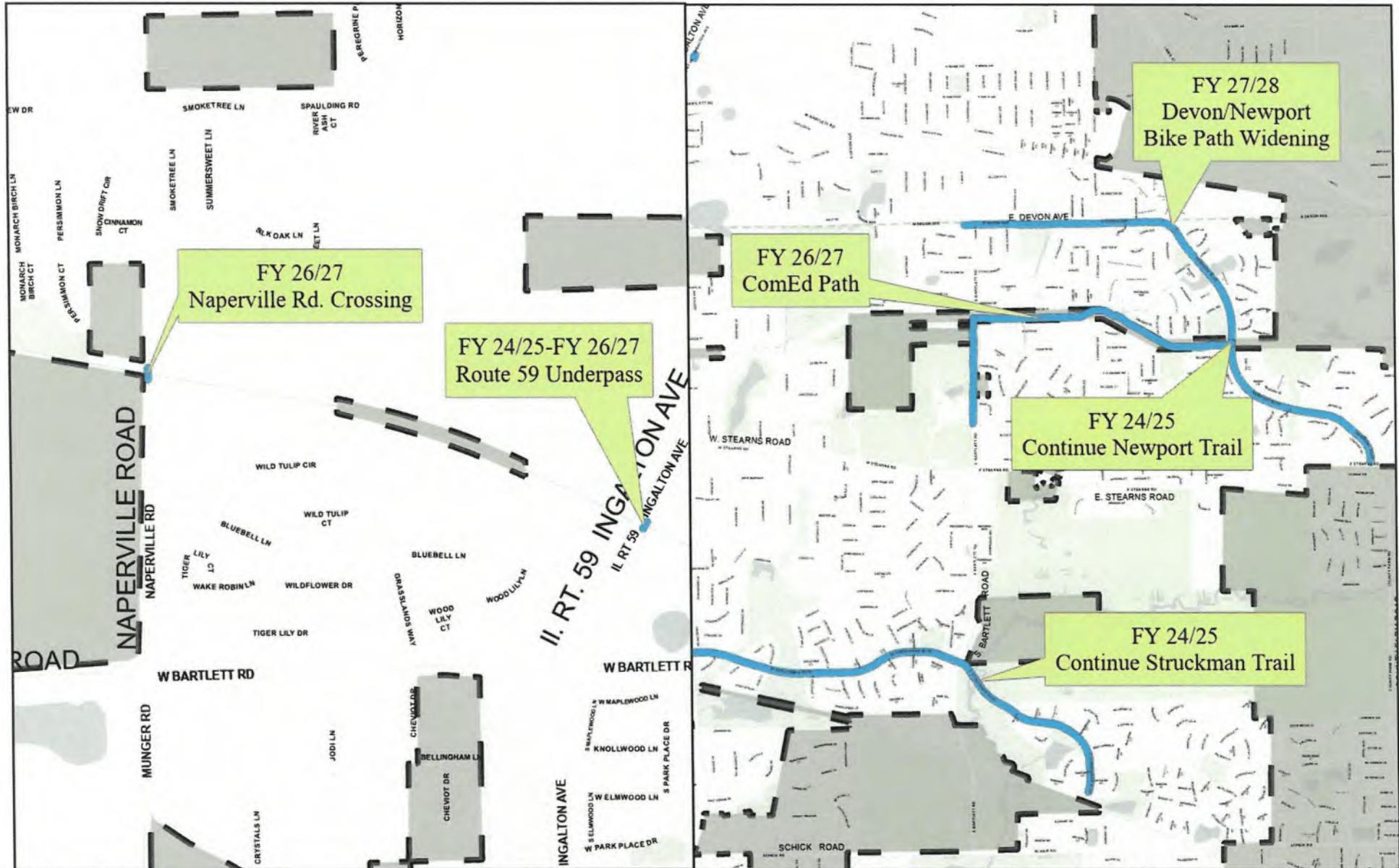
NORTH AVE & OAK AVE RESURFACING

Description This project includes general patching, curb and gutter repairs, level binder, bituminous resurfacing, handicap ramp replacement and miscellaneous patching. The project includes the eastern portion of North Avenue, between Oak and Prospect and Oak Ave. from Lake St. to Railroad Ave. It is planned that this work will be completed during the summer of 2025 pending STP funding.

Comments The funding source for this project is Surface Transportation Funds (STP) that require a 30% local match. The funding is available through the Northwest Municipal Conference.

Future Operating Budget Impact This project should not have a significant impact on the Operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>		<i>Proposed For Future Years</i>			<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction			1,000,000	\$ 100,000	\$ 1,000,000		\$ 2,000,000
Engineering	4,026	\$	\$ 200,000	100,000	100,000		404,026
Contingencies			200,000	100,000	100,000		400,000
Total	4,026	\$ 0	\$ 1,400,000	\$ 200,000	\$ 1,200,000		\$ 2,804,026
Source of Funds							
STP Funds			980,000	\$ 200,000	840,000		\$ 1,820,000
MFT Funds	4,026	\$	\$ 250,000	200,000	360,000		814,026
Streamwood's Share			170,000				170,000
Total	4,026	\$ 0	\$ 1,400,000	\$ 200,000	1,200,000		\$ 2,804,026



Bike Path Maintenance



0 1,250 2,500 US Feet

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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

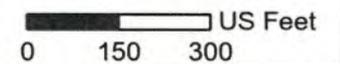
BIKE PATH MAINTENANCE & IMPROVEMENTS

Description	This project consists of maintaining the existing bike paths the village is responsible to maintain. Maintenance will include resurfacing, crackfilling, sealcoating, etc.
	FY 2024-25 Continue with Newport Trail and Struckman Trail FY 2025-26 Continue on remaining 8' path sections, Rt 59 Underpass FY 2026-27 ComEd Path (Bartlett Trail), Rt 59 Underpass, Naperville Rd. Crossing FY 2027-28 Devon/Newport Bike Path Widening FY 2028-29 TBD
Comments	Many of the bike paths within the village are maintained by the village and the Park District. We plan to continue this, however, we believe the amount needs to be increased in order to keep up with the nearly 15 miles of bike path we have.
Future Operating Budget Impact	This project should not have a significant impact on the Operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Maintenance	\$ 114,626	\$ 50,000	\$ 50,000	\$ 200,000	\$ 50,000	\$ 50,000	\$ 400,000
ComEd Path (Bartlett Trail)				500,000			500,000
Rt 59 Underpass Bike Path		75,000	600,000	600,000			1,275,000
Naperville Rd. Railroad Crossing				750,000			750,000
Devon/Newport Widening					150,000		150,000
Contingencies			100,000	100,000	25,000		225,000
Total	\$ 114,626	\$ 125,000	\$ 750,000	\$ 2,150,000	\$ 225,000	\$ 50,000	\$ 3,300,000
Source of Funds							
General Fund		\$ 115,000	\$ 740,000	\$ 1,640,000	\$ 115,000	\$ 40,000	\$ 2,650,000
Park District		10,000	10,000	10,000	10,000	10,000	50,000
MFT Fund	\$ 114,626						
Grants				500,000			500,000
DuPage County					100,000		100,000
Total	\$ 114,626	\$ 125,000	\$ 750,000	\$ 2,150,000	\$ 225,000	\$ 50,000	\$ 3,300,000



Parking Lot Improvements



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

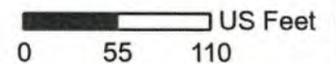
PARKING LOT IMPROVEMENTS

Description	We have several parking lots that are ours to maintain. This program includes resurfacing, crackfilling, and sealcoating the lots as needed. We also included some new parking lot additions.	
Comments	FY 2025/26	Oneida & Western Commuter Lot, Village Hall Parking Lot Additions
	FY 2026/27	Ruzicka Parking Lot
	FY 2027/28	Resurfacing of Koehler Field lots
	FY 2028/29	Metra Lots
Future Operating Budget Impact	No impact to operating budget	

Use of Funds	Prior Years	Estimated	Proposed For Future Years				Project Totals
	Actual	24/25	25/26	26/27	27/28	28/29	
Village Hall/PD Lots	\$ 99,514						\$ 0
PD Employee Lot							
Public Works Employee Lots		\$ 200,000					200,000
Kohler Fields	19,600				\$ 500,000		500,000
Ruzicka Lot		35,000		\$ 600,000			635,000
Metra Lots						\$ 300,000	300,000
Oneida & Oak Lot	113,209						0
Oneida & Western Commuter Lot							0
Bartlett Hills Parking Lot							
Oak/Railroad Paver Lot							
Contingencies			50,000	100,000	50,000	50,000	250,000
Total	\$ 232,323	\$ 235,000	\$ 50,000	\$ 700,000	550,000	350,000	\$ 1,885,000
Source of Funds							
MFT Fund	\$ 19,600	\$	\$	\$ 400,000	550,000		\$ 950,000
General Fund	99,514		50,000	300,000	\$	350,000	700,000
Municipal Building Fund	113,209	235,000					235,000
Total	\$ 232,323	\$ 235,000	\$ 50,000	\$ 700,000	\$ 550,000	350,000	\$ 1,885,000



Downtown Sidewalk Renovation & Town Center Improvement



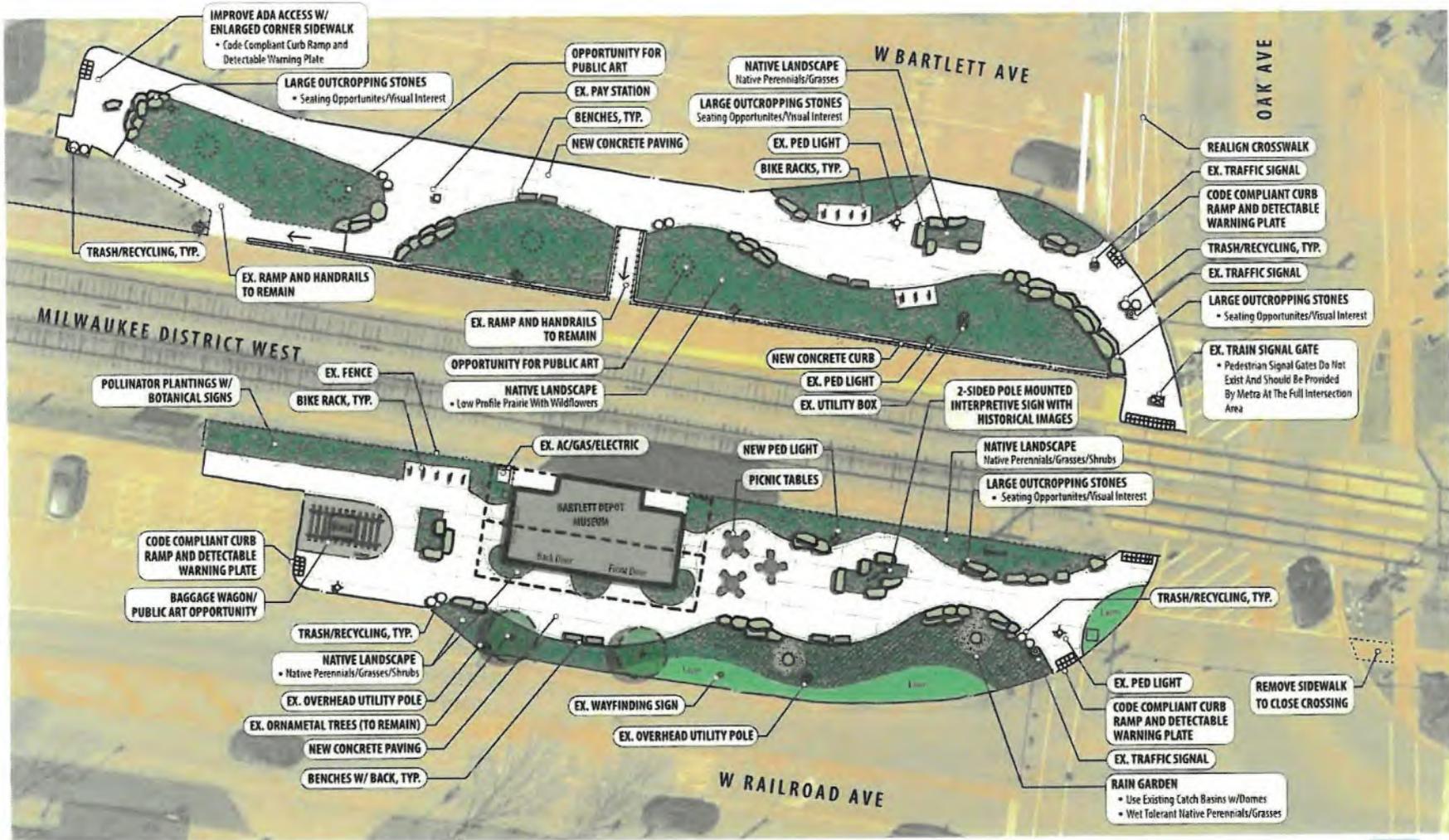
Created by: GIS, 10/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

DOWNTOWN SIDEWALK RENOVATION

Description	Renovation of the sidewalks in the downtown to minimize the trip hazards. This project will replace the sidewalk and bricks with new sidewalk and brick ribbons similar to what was done at the corner of Oak & Railroad.
Comments	The plan is to replace the sidewalk in a multi-year program starting with the section along Railroad Ave. to Main St.
Future Operating Budget Impact	No major operating budget impacts.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Sidewalk & Brick Pavers			\$ 405,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 705,000
Engineering			58,000	25,000	25,000	25,000	133,000
Contingencies			40,000	25,000	25,000	25,000	115,000
Total			\$ 503,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 953,000
Source of Funds							
General Fund			\$ 503,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 953,000
Total			\$ 503,000	\$ 150,000	\$ 150,000	\$ 150,000	\$ 953,000



Village of Bartlett, Illinois
Bartlett Depot Museum Streetscape Concept Plan

Preferred Concept Plan



October 18, 2023

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

METRA AREA LANDSCAPING/SIDEWALK IMPROVEMENTS

Description	Replacing concrete with additional landscaping to create an improved space and creating safer walkways for commuters coming to and from the train station.
Comments	This project, in conjunction with a partnership with Metra, will replace and extend the sidewalks per the Transit-Oriented Development (TOD) Plan to create safer walking areas around the Metra Station, and also improving and updating the landscaped areas surrounding the station and downtown. An IGA was signed with Metra to assist in the costs of this improvement.
Future Operating Budget Impact	No major operating budget impacts.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Engineering/Architect		75,000	65,000				\$ 140,000
Depot Museum Enhancements		\$	253,000				253,000
Metra Station Area Improvements			207,000				207,000
Contingencies			45,000				45,000
Total		\$ 75,000	\$ 570,000				\$ 645,000
Source of Funds							
Grant Funds - Metra		\$	150,000				\$ 150,000
General Fund		75,000	420,000				495,000
Total		\$ 75,000	\$ 570,000				\$ 645,000



Downtown Sidewalk Renovation & Town Center Improvement



0 55 110 US Feet

Created by: GIS, 10/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

TOWN CENTER IMPROVEMENTS

Description	Replacing fountain, sidewalk, and landscaping to create an improved space and creating safer walkways.
Comments	This project will replace the fountain and park amenities to improve and update the landscaped areas within the Town Center area.
Future Operating Budget Impact	No major operating budget impacts.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>					<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>Proposed For Future Years</i>			
				<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Engineering/Architect		\$ 75,000	\$ 190,000				\$ 265,000
Hardscaping Improvements			652,500	\$	\$		652,500
Landscaping Improvements			652,500				652,500
Contingencies			130,000				130,000
Total		\$ 75,000	\$ 1,625,000	\$ 0	\$ 0		\$ 1,700,000
Source of Funds							
General Fund		\$ 75,000	\$ 1,625,000	\$ 0	\$ 0		\$ 1,700,000
Total		\$ 75,000	\$ 1,625,000	\$ 0	\$ 0		\$ 1,700,000

The seal of the Village of Bartlett, Illinois, is a circular emblem. It features a central shield with a building and the year 1891. The shield is flanked by two upward-pointing arrows. The outer ring of the seal contains the text "THE VILLAGE OF BARTLETT" at the top and "PROGRESS WITH PRIDE" at the bottom.

Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

Economic Development Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Economic Development Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Brewster Creek Business Park</i>	47	\$ 100,000	\$ 0				\$ 100,000
<i>Bluff City/Blue Heron Public Improvements</i>	49	1,200,000	2,300,000				3,500,000
<i>Total</i>		\$ 1,300,000	\$ 2,300,000	\$ 0	\$ 0	\$ 0	\$ 3,600,000

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Brewster Creek TIF Fund</i>	\$ 100,000	\$ 0				\$ 100,000
<i>Bluff City TIF Fund</i>	1,200,000	2,300,000				3,500,000
<i>Total</i>	\$ 1,300,000	\$ 2,300,000	\$ 0	\$ 0	\$ 0	\$ 3,600,000



Brewster Creek Business Park Public Improvements



0 500 1,000 US Feet

Created by: GIS, 10/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

BREWSTER CREEK BUSINESS PARK PUBLIC IMPROVEMENTS

Description The original TIF budget of \$30,000,000 for public improvements was increased to \$48,000,000 in July of 2020. Site preparation represents the largest share and includes filling in the mining pit. Other on-site improvements include sanitary sewers, watermain, storm sewers, internal roadways, wetland mitigation, street lighting, parkway trees, signage, and landscaping. Off site improvements include improvements to Old Munger Road, Spitzer Road, West Bartlett Road intersection, Stearns Road intersection, Road "A", sanitary lift station and force main, Road "A" watermain. The Tax Increment Financing District is scheduled to expire in 2022.

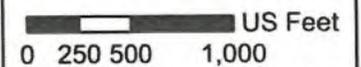
Comments The 2016 bonds and developer notes were paid in fund January 2024.

**Future Operating
Budget Impact**

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>		<i>Proposed For Future Years</i>			<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Sanitary Sewer/Water Distribution	\$ 2,175,255						\$ 2,175,255
Wetland Mitigation	3,373,535						3,373,535
Roadways	3,493,281	\$ 100,000	\$				3,593,281
Site Preparation - Earthwork	33,318,283						33,318,283
Signs & Landscaping	1,193,668						1,193,668
Total	\$ 43,554,022	\$ 100,000	\$ 0				\$ 43,654,022
Source of Funds							
Brewster Creek TIF Fund	\$ 43,554,022	\$ 100,000	\$				\$ 43,654,022
Total	\$ 43,554,022	\$ 100,000	\$ 0				\$ 43,654,022



Bluff City/Blue Heron Public Improvements



Created by: GIS, 11/2023

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

BLUFF CITY/BLUE HERON PUBLIC IMPROVEMENTS

Description The village created the Bluff City Tax Increment Financing District in March 2009. The site preparation/land reclamation/soil remediation required to fill the former quarry site represents the largest portion of the Financing and Redevelopment Agreement of. Additional infrastructure improvements including the completion of Southwind Blvd., and the installation of the water distribution system, storm and sanitary sewers will be necessary prior to the land development of the TIF site.

Comments The site reclamation/earthwork is key to the development of the project.

Future Operating Budget Impact The project is being financed with the developer notes that will be repaid from the tax increment as the property develops. There should be no impact on the Operating budget.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated 24/25</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
			<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Site Preparation - Earthwork	\$ 6,528,052	\$ 1,000,000	\$ 2,000,000				\$ 9,528,052
Roadways/Traffic Signals	1,715,264	100,000	100,000				1,915,264
Sanitary Sewer and Water	1,317,619						1,317,619
Engineering	380,860	50,000	100,000				530,860
Contingencies		50,000	100,000				150,000
Total	\$ 9,941,795	\$ 1,200,000	\$ 2,300,000				\$ 13,441,795
Source of Funds							
Bluff City TIF Fund	\$ 9,941,795	\$ 1,200,000	\$ 2,300,000				\$ 13,441,795
Total	\$ 9,941,795	\$ 1,200,000	\$ 2,300,000				\$ 13,441,795



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

Golf Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

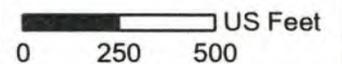
Golf Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Irrigation System Replacement</i>	52	\$ 1,322,141					\$ 1,322,141
<i>Parking Lot Sealcoating</i>	54		\$ 30,000				30,000
<i>Cart Path Replacement</i>	56		25,000	\$ 25,000	\$ 25,000		75,000
<i>Well Pump Repairs</i>	58					\$ 90,000	90,000
Total		\$ 1,322,141	\$ 55,000	\$ 25,000	\$ 25,000	\$ 90,000	\$ 1,517,141

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Developer Deposits Loan</i>	\$ 1,322,141					\$ 1,322,141
<i>Golf Fund</i>		\$ 55,000	\$ 25,000	\$ 25,000	\$ 90,000	195,000
Total	\$ 1,322,141	\$ 55,000	\$ 25,000	\$ 25,000	\$ 90,000	\$ 1,517,141



Irrigation System Replacement



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

IRRIGATION SYSTEM REPLACEMENT

Description Design and engineer a new automated irrigation system to replace current system which its life expectancy is nearing for the PVC pipe and has exceeded by 10+ years for the irrigation control system, wiring, sprinkler heads, fittings and swing joints.

Comments New system will use the latest technology in sprinkler heads, pumps, computer controls (GPS) and piping (HDPE) that has a much longer life expectancy than PVC. HDPE pipe life expectancy is 50+ years. Due to the age of the current system, upkeep has become very labor intensive with many PVC leaks and broken irrigation sprinklers throughout the golf course.

**Future Operating
Budget Impact**

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated 24/25</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
			<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Engineering Construction	\$ 1,117,731	\$ 1,322,141	\$				\$ - 2,439,872
Total	\$ 1,117,731	\$ 1,322,141	\$ 0				\$ 2,439,872
Source of Funds							
Developer Deposits Loan	\$ 1,117,731	\$ 1,322,141	\$ 0				\$ 2,439,872
Total	\$ 1,117,731	\$ 1,322,141	\$ 0				\$ 2,439,872



Parking Lot Sealcoating



0 45 90 US Feet

Created by: GIS, 11/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

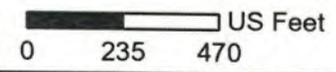
Parking Lot Sealcoating

Description	Sealcoat & stripe the Bartlett Hills parking lot
Comments	As part of ongoing maintenance at Bartlett Hills, the parking lot is in need of sealcoating.
Future Operating Budget Impact	None

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>			<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	
Sealcoating			\$ 30,000	\$		\$ 30,000
Total	0		\$ 30,000	\$		\$ 30,000
Source of Funds						
Golf Fund	\$	\$	\$ 30,000			\$ 30,000
Total	\$ 0	\$ 0	\$ 30,000			\$ 30,000



Cart Path Replacement



Created by: GIS, 11/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Cart Path Replacement

Description Replace sections of cart path that are in need of repair.

Comments

Future Operating Budget Impact No impact other than reduced time maintaining gravel or broken up asphalt

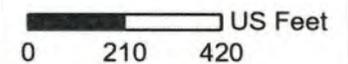
<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Estimated</i>	<i>Proposed For Future Years</i>				<i>Project Totals</i>
		<i>24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Cart Path Replacement			\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000
Total	0		\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000
Source of Funds							
Golf Fund	\$	\$	\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000
Total	\$ 0	\$ 0	\$ 25,000	\$ 25,000	\$ 25,000		\$ 75,000



FY 26/27
Remove and repair the
Layne oil lubricated well pump



Well Pump Repairs



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

Well Pump Repairs

Description Removal and repair the Layne oil lubricated well pump. Replace all below ground materials which include 220' of 6" Layne oil lubricated column pipe and oil tubing, plus a new cast iron bowl assembly.

Comments The well pump was removed and repaired in August 1986 and also in March 2007. Life expectancy is 15-20 years. Pipe has multiple leaks.

**Future Operating
Budget Impact**

Use of Funds	Prior Years Actual	Estimated	Proposed For Future Years			Project Totals	
		24/25	25/26	26/27	27/28		28/29
Removal and Repair						\$ 90,000	\$ 90,000
Total	0		0			\$ 90,000	\$ 90,000
Source of Funds							
Golf Fund	\$	\$	0			\$ 90,000	\$ 90,000
Total	\$ 0	\$ 0	\$ 0			\$ 90,000	\$ 90,000



Village of Bartlett, Illinois

Capital Improvements Program

2025-2029

Other Projects

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

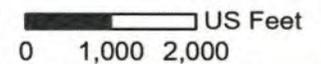
Other Projects by Year

<i>Project</i>	<i>Page</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>Stormwater System Improvements/Maint.</i>	61	\$ 625,000	\$ 655,000	\$ 4,775,000	\$ 4,875,000	\$ 1,275,000	\$ 12,205,000
<i>Schick Road/West Branch DuPage River Bridge</i>	63	100,000	100,000	100,000	350,000	4,050,000	4,700,000
<i>Municipal Building Improvements</i>	65	415,000	502,360	100,000	100,000	100,000	1,217,360
Total		\$ 1,140,000	\$ 1,257,360	\$ 4,975,000	\$ 5,325,000	\$ 5,425,000	\$ 18,122,360

<i>Sources of Funds</i>	<i>FY 2024-25</i>	<i>FY 2025-26</i>	<i>FY 2026-27</i>	<i>FY 2027-28</i>	<i>FY 2028-29</i>	<i>Five Year Total</i>
<i>MFT Fund</i>	\$ 100,000	\$ 100,000	100,000	\$ 70,000	\$ 810,000	\$ 1,180,000
<i>General Fund</i>	625,000	655,000	\$ 4,775,000	4,875,000	1,275,000	12,205,000
<i>ISBP Funds</i>				280,000	3,240,000	3,520,000
<i>Municipal Building Fund</i>	415,000	502,360	100,000	100,000	100,000	1,217,360
Total	\$ 1,140,000	\$ 1,257,360	\$ 4,975,000	\$ 5,325,000	\$ 5,425,000	\$ 18,122,360



Stormwater System Improvements/Maintenance



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VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

STORMWATER SYSTEM IMPROVEMENTS/MAINTENANCE

Description	This is to be an annual program to maintain the village's existing storm sewer system and provide for any new sewer/inlet/catch basins that become necessary. This will include residential or small drainage projects as well utilizing our 50/50 program. Our most recent NPDES permit requires us to monitor storm discharge points, increase street and catch basin maintenance/cleaning and provide documentation for these and other water quality items. An engineering consultant may be needed to complete future projects. We are working with DuPage County to satisfy other elements of the NPDES requirements.
Potential Projects	Country Creek streambank stabilization, Munger Rd. & Newport Blvd. culvert replacements.
Comments	Storm system mapping and data collection ongoing.
Future Operating Budget Impact	We have estimated an annual increase of \$100,000 up to \$400,000 in order to properly maintain the large storm system and meet all NPDES requirements.

<i>Use of Funds</i>	<i>Prior Years Actual</i>	<i>Proposed For Future Years</i>					<i>Project Totals</i>
		<i>Estimated 24/25</i>	<i>25/26</i>	<i>26/27</i>	<i>27/28</i>	<i>28/29</i>	
Construction	\$ 245,294						\$ 245,294
Engineering	12,913	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000	262,913
Country Creek	130,061	350,000	350,000	4,500,000	4,500,000		9,830,061
Oneida Pond	213,408						213,408
West Bartlett Rd CMP Lining			30,000				30,000
Newport Blvd. Culvert Replacement					100,000	1,000,000	1,100,000
Munger Rd. Culvert Replacement	426,944						426,944
Storm Sewer	78,315	150,000	150,000	150,000	150,000	150,000	828,315
Contingencies	14,387	75,000	75,000	75,000	75,000	75,000	389,387
Total	\$ 1,121,322	\$ 625,000	\$ 655,000	\$ 4,775,000	\$ 4,875,000	\$ 1,275,000	\$ 13,326,322
Source of Funds							
General Fund	\$ 1,121,322	\$ 625,000	\$ 655,000	\$ 4,775,000	\$ 4,875,000	\$ 1,275,000	\$ 13,326,322
Total	\$ 1,121,322	\$ 625,000	\$ 655,000	\$ 4,775,000	\$ 4,875,000	\$ 1,275,000	\$ 13,326,322



Schick Road/DuPage River Bridge Engineering Study



0 50 100 US Feet

Created by: GIS, 10/2024

VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

SCHICK ROAD/WEST BRANCH DUPAGE RIVER BRIDGE ENGINEERING STUDY

Description This project includes only the engineering study or structural investigation of the Schick Road-West Branch DuPage River Bridge. A recent inspection of the structure indicated that the existing deck beams are due for replacement. An evaluation is required to determine what is necessary to complete the replacement and rehabilitation.

Comments IDOT is requiring that the bridge be inspected every 6 months.
We are applying for ISBP-Bridge funds through IDOT. Our share would be 20% if we are approved for funding.

Operating Budget Impact

Use of Funds	Prior Years Actual	Estimated	Proposed For Future Years				Project Totals
		24/25	25/26	26/27	27/28	28/29	
Engineering Study	\$ 77,625						\$ 77,625
Design Engineering		\$ 100,000	\$ 100,000	\$ 100,000	\$ 350,000		650,000
Construction						\$ 3,500,000	3,500,000
Construction Engineering						300,000	300,000
Contingency						250,000	250,000
Total	\$ 77,625	\$ 100,000	\$ 100,000	\$ 100,000	\$ 350,000	\$ 4,050,000	\$ 4,777,625
Source of Funds							
MFT Funds	\$ 77,625	\$ 100,000	\$ 100,000	\$ 100,000	\$ 70,000	\$ 810,000	\$ 1,257,625
ISBP Funds					280,000	3,240,000	3,520,000
Total	\$ 77,625	\$ 100,000	\$ 100,000	\$ 100,000	\$ 350,000	\$ 4,050,000	\$ 4,777,625



Municipal Building Improvements



VILLAGE OF BARTLETT CAPITAL IMPROVEMENTS PROGRAM 2025-2029

MUNICIPAL BUILDING IMPROVEMENTS

Description	This project includes improvements to municipal buildings, mechanical system replacements, and major repairs. The HVAC systems for the Village Hall, data room, and link tower are past the expected useful life. Other projects include replacing the Village Hall front door, replacing a salt dome roof, and replacing the sprinkler system pipes in the clubhouse.	
HVAC units	FY 2023-24	Data Room, link tower units
	FY 2024-25	Village Hall roof top units
	FY 2025-26	Village Hall Interior and Security Improvements
Operating Budget Impact	Not significant	

Use of Funds	Prior Years Actual	Estimated	Proposed For Future Years				Project Totals
		24/25	25/26	26/27	27/28	28/29	
HVAC Replacement	25,591	\$ 300,000	\$ 302,360	\$			\$ 602,360
Village Hall front door		35,000					35,000
Salt dome roof	61,800						0
Clubhouse fire sprinkler	11,940						0
Village Hall Interior Improvements			100,000	100,000	100,000		300,000
Village Hall Security Imp.			100,000				100,000
Village Hall HVAC Controls		80,000					80,000
Public Works Complex Evaluation							100,000
Total	99,331	\$ 415,000	\$ 502,360	\$ 100,000	100,000	\$ 100,000	\$ 1,217,360
Source of Funds							
Municipal Building Fund	99,331	\$ 415,000	\$ 502,360	\$ 100,000	100,000	100,000	\$ 1,217,360
Total	99,331	\$ 415,000	\$ 502,360	\$ 100,000	100,000	100,000	\$ 1,217,360



Agenda Item Executive Summary

AGENDA ITEM: Standard Public Works Contract Review

BOARD OR COMMITTEE: Committee

BUDGET IMPACT

Amount \$ N/A Budgeted \$ N/A

Fund: All Corresponding Activity Measure: N/A

EXECUTIVE SUMMARY

The Village Board requested the Village Attorney to review the standard contract utilized for construction projects in the Village. Through the Village Attorney's review, the overall substance of the Village's Standard Contract is comprehensive and covers the main areas of concern that arise from public construction work.

Additional items to improve clarity, efficiency and cost were suggested and staff will work with the Village Attorney to make improvements to the standard contract for future projects. There were questions regarding "means and methods" from the board, and it is recommended to keep the current language as-is to prevent additional liability to the Village. Attached is a memo provided by the Village Attorney for further explanation on these topics.

ATTACHMENTS (PLEASE LIST)

Memo from Village Attorney

RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Continue to enhance and improve efficiency of service delivery methods and approaches

Short Term (1-3 Years): Routine Complex

Long Term (3-5 Years): Routine Complex

ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

Staff: Tyler Isham, Assistant Director of Public Works

Date: November 25, 2024



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(F) 312.782.0943

MEMORANDUM

To: Paula Schumacher, Village Administrator
Daniel Dinges, Public Works Director

From: Kurt S. Asprooth

Subject: Standard Public Works Contract Review

Date: November 21, 2024

We have been asked to review the standard construction contract that the Village's Public Works Department utilizes for public construction projects ("Standard Contract"). Overall, the substance of the Village' Standard Contract is comprehensive and covers the main areas of concern that arise from public construction work. We will provide a brief overview of some of the main points in the Standard Contract and the changes we recommend moving forward:

- **Bid Bonds:** Bid bonds are used to ensure that a successful bidder signs and contract after award. For smaller projects, bid bonds may not be necessary, and may only increase the overall cost of the work. The time and expense of calling a bid bond may exceed the amount of the bond itself for smaller projects. For larger projects, bid bonds may still be advisable to avoid a successful bidder backing out after the bid has been awarded.
- **Mandatory Pre-Bid Meetings:** The current Standard Contract disqualifies bidders who don't attend a pre-bid meeting. In some instances, this requirement may limit the pool of contractors who bid or disqualify a contractor who provides a good price to the Village. We would recommend requiring a mandatory pre-bid meeting only for those projects where we think it is necessary.
- **Instructions to Bidders:** The standard instructions to bidders are comprehensive and cover all the required legal provisions, including the timeframe and rules for submitting and opening bids, and the basis for how bids will be assessed and a bidder selected, which is based on the lowest responsive and responsible bidder standard.
- **Payment Procedures:** The Standard Contract's payment procedures are consistent with what we would recommend. The payment procedures require lien waivers prior to all payments (or partial lien waivers for progress payments) and provide for a 10% retainage until final acceptance.

- **Certified Payrolls:** The Prevailing Wage Act was amended in recent years to require contractors to upload certified payrolls showing compliance with prevailing wages directly to the Illinois Department of Labor, instead of providing them directly to the contracting government entity. We recommend revising the Standard Contract to require all contractors to upload payrolls to the Department of Labor consistent with the changes to the Prevailing Wage Act.
- **Performance and Payment Bonds:** The Public Construction Bond Act was recently amended to raise the mandatory threshold for performance and payment bonds on public construction contracts from \$50,000 to \$150,000. While the Village can require performance and payment bonds on contracts that are less than \$150,000, it is no longer statutorily required. The Village can consider eliminating the performance and payment bond requirement for smaller projects in an effort to lower overall bid prices.
- **Indemnification:** Strong indemnity language is always important in any construction contract given the inherent risks. The Standard Contract's indemnification language is comprehensive, and we do not see any need for significant revisions.
- **Insurance:** Along with the indemnity language, insurance requirements are critical components of a construction contract. The Standard Contract used by the Village contains comprehensive insurance requirements that provide the Village with protection from liability.
- **Means and Methods:** We understand there have been questions about the "means and methods" provision in the Standard Contract. Similar provisions requiring a contractor to assume responsibility for the means and methods of construction are standard in construction contracts. The reason that control over the "means and methods" is specifically delegated to the contractor is to limit the Village's liability. This is referred to as the "retained control exception." If the Village were to retain control over the means and methods of construction, the Village would subject itself to liability for claims arising from the negligent work of the contractor, such as an employee of the contractor being injured during the work or a third-party being injured by an action of the contractor. The Village may still require a contractor to meet construction deadlines and construct in accordance with the specifications for the overall work, but the means and methods to complete the work in accordance with the specifications should remain with the contractor to avoid additional liability risks to the Village.
- **Certifications:** Illinois law requires all public entities to mandate that contractors certify compliance with numerous different laws, including

ANCEL GLINK

November 21, 2024

Page 3

bid rigging, the Illinois Human Rights Act, tax compliance, the Illinois Drugfree Workplace Act, and the Illinois Substance Abuse Prevention Act, among others. The Standard Contract contains all these required certifications.

- Change Orders: The Standard Contract's language regarding change orders is consistent with Illinois law. We recommend adding some additional language to clarify how change orders are submitted and approved, but no changes to the substance of the change order language is needed.