



**VILLAGE OF BARTLETT**  
**BOARD MINUTES**  
**MARCH 4, 2025**

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1. CALL TO ORDER

President Wallace, called the regular meeting of March 4, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:00 p.m.

2. ROLL CALL

PRESENT: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski, and President Wallace

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Assistant to the Village Administrator Sam Hughes, Human Resources Director Janelle Terrance, Economic Development Coordinator Tony Fradin, Assistant Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Planning & Development Director Kristy Stone, IT Director John Peebles, Grounds Superintendent Matt Giermak Paul Petersen Food and Beverage Manager, Chief Pretkelis, Deputy Chief Naydenoff, Deputy Chief Rob Sweeney, Commander Kyle Rybaski, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

3. INVOCATION – Reverend Ryan Chaney from Village Church of Bartlett

4. PLEDGE OF ALLEGIANCE

5. TOWN HALL - None

6. CONSENT AGENDA

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

Trustee Deyne stated that he would like to add item F. 1 to the Consent Agenda – Resolution Waiving Bids and Approving the First Amendment to the Agreement with LRS Holdings, LLC for Street Sweeping Services.

Trustee Gandsey stated that she would like to add item B. 1 to the Consent Agenda - Resolution Supporting a Class 6b Real Estate Tax Incentive for RANA USA, Inc.



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Trustee Gunsteen stated that he would like to add item A. 1 to the Consent Agenda – Resolution Approving the Promenade of Bartlett Public Improvements Completion Agreement.

Trustee Hopkins stated that he would like to add item D. 1 to the Consent Agenda - Ordinance Regarding the Applicability of the Cook County Paid Leave Ordinance.

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

Trustee Deyne moved to Approve the Amended Consent Agenda and that motion was seconded by Trustee Hopkins.

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

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

NAYS: None

ABSENT: None

**MOTION CARRIED**

Trustee Deyne moved to Approve the Amended Consent Agenda and that motion was seconded by Trustee Suwanski.

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

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

NAYS: None

ABSENT: None

**MOTION CARRIED**

7. MINUTES – Covered and approved under the Consent Agenda.

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

9. TREASURER’S REPORT - None

10. PRESIDENT’S REPORT - None

11. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne wanted to recognize staff for their birthdays and anniversaries.



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12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN GUNSTEEN

Trustee Gunsteen stated Resolution 2025-17, A Resolution Approving the Promenade of Bartlett Public Improvements Completion Agreement, was covered and approved under the Consent Agenda.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that Resolution 2025-18-R, A Resolution Supporting a Class 6b Real Estate Tax Incentive for RANA USA, Inc., was covered and approved under the Consent Agenda.

C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte presented Ordinance 2025-19, An Ordinance Amending the Bartlett Municipal Code Regarding the Municipal Retailers' and Service Occupation Taxes. He stated that staff was directed to review and analyze different potential funding source options that the Village could utilize to fund necessary capital projects at desired service levels and maintain a reserve balance within the general fund balance policy. These options, along with existing and potential general fund projections, were presented at the February 4th Committee of the Whole Meeting. One of those funding options was amending the Home-Rule Sales Tax percentage.

He went on to say that the projected general fund balance for those years is as follows:

2026 -\$8 M over the minimum and \$4M above the maximum fund balance  
2027 - \$843,420 over the minimum and \$2M under the maximum fund balance  
2028- \$4.7M under the minimum and \$8M under the maximum fund balance  
2029 - \$7.4 under the minimum and \$10M under the maximum fund balance

He stated that key considerations impacting these projections include the need to fund capital projects, like the Country Creek stabilization, and the loss of \$250,000 annually due to the elimination of the grocery tax in January 2026. Additionally, funding police pensions through transfers from the general fund will be unsustainable without additional revenue. The past three years have seen transfers of \$319,175 in 2022 and 2023, and \$768,538 in 2024. Without new revenue, there may be a need to increase the Police Pension Levy in 2026/27 or beyond.

To address the fund balance concerns and ensure continued capital infrastructure funding, the Village Board evaluated increasing the home rule sales tax by either 0.50% (raising \$1.75M) or 0.75% (raising \$2.625M). The recommendation is to increase the sales tax to 1.75%, due to .5% still unable to address the shortfalls within the general fund balance policy limits for future years (2028 and 2029). Additionally, the Village Board is reviewing a stormwater funding plan as part of the upcoming water and sewer rate analysis, as stormwater projects are currently funded through the general fund. He stated that approval for the home rule sales tax increase must occur by April 1 to begin collection by July 1, 2025.



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Trustee Gandsey asked about the percentage and stated that it was first recommended to increase it by 0.5% but then later on by another 0.25%. She wanted to know why that was.

Assistant Finance Director Matt Coulter stated that they initially recommended 0.5%, which would've brought us close to what the minimum balance would've been, but we still would've been below that. He went on to say that other things to consider are that the capital budget in the coming years is going to bring down the budget. He stated that their Operating expenditures will increase as well such as personnel, materials and supplies, labor etc. He went on to say that they also need to consider building up their reserves and that their municipal building fund has been at zero due to the general fund surplus. He stated that's one of the reasons that the 0.75% would be most beneficial.

Village Administrator Paula Schumacher stated that when we had those initial discussions, we were looking at multiple funding options. She went on to say that those recommendations were a little more fluid during those early discussions.

Trustee Hopkins asked when this would kick in and when we would start seeing revenue. Assistant Finance Director Matt Coulter stated that if it's post marked by April 1<sup>st</sup>, it will start in July which means we would start seeing the money in September.

Trustee Gunsteen stated that he was in favor of the 1.5% because he felt 1.75% would make it less appealing from a business perspective. He stated if a developer was interested in retail development in Bartlett, especially on the Cook County side, it would be a bit of a challenge to put the numbers there. He stated that's why he thought the 1.75% was more in line and then they could visit it later down the line.

Trustee Hopkins asked where other communities fall within this number. Village Administrator Paula Schumacher stated that we are lower than other communities and also have several other taxes that we do not have such as the Utility tax. Mayor Wallace stated that's why they implemented this tax in order to remove the Utility tax. He stated he was in favor of 1.75%.

Trustee Hopkins stated he's not always in favor of raising taxes however he wouldn't mind approving this as long as they looked at this again in a year to see where our numbers are.

Trustee Gandsey asked Economic Development if this had been a question that's been asked. Assistant Village Administrator Scott Skrycki stated that when they initially implemented the Home Rule Sales tax at 1%, they had two business complain. One of them later stated they realized that it wasn't an issue at all.

ROLL CALL VOTE TO APPROVE ORDINANCE 2025-19, AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE REGARDING THE MUNICIPAL RETAILERS' AND SERVICE OCCUPATION TAXES.



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AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski  
NAYS: None  
ABSENT: None  
MOTION CARRIES

Trustee LaPorte presented Ordinance 2025-20, An Ordinance Amending the Bartlett Municipal Code to Impose a Municipal Motor Fuel Tax. He stated that staff was directed to review and analyze different potential funding source options that the Village could utilize to fund necessary capital projects at desired service levels. These options were presented at the February 4th Committee of the Whole Meeting. One of those items discussed was the implementation of a Municipal Motor Fuel Tax (MMFT). The Village receives \$1.8M in Motor Fuel Tax from IDOT annually dedicated to general maintenance which includes road resurfacing, crack filling, pavement preservation, concrete replacement and bike path maintenance. The annual IDOT allocation provides the funds to resurface approximately 4 miles per year. The Village maintains approximately 150 miles of roadway, 250 miles of sidewalk, and 30 miles of bike path.

The current funding level provides a resurfacing cycle of 38 years, the average pavement life varies between 15-20 years dependent upon underground and weather conditions. Our current pavement condition index (PCI) rating is 74 which is considered satisfactory. The village saw a boom of development in the 90's and 2000's, and as those areas start to age, the maintenance for those areas also increases to maintain desired service levels.

The MFT Fund has been built up over several years, and is currently at \$7,095,211, but through the 5-year projection the balance decreases to \$1.4m, short of being able to fund the current road resurfacing program and other maintenance activities. The addition of the MMFT of \$0.03/ gallon would provide the Village with an estimated \$243,178.50 in additional revenue. While this wouldn't cover all the costs, it would assist in making the situation more manageable and allow us to adjust the program and the fund balance at the end of FY 2029. To maintain the current level of service with road maintenance, we would need the additional local MMFT and possibly some general fund funding for the streets program in future years. The MMFT needs to be approved by April 1 to begin collection by July 1.

**ROLL CALL VOTE TO APPROVE ORDINANCE 2025-20, AN ORDINANCE AMENDING THE BARTLETT MUNICIPAL CODE TO IMPOSE A MUNICIPAL MOTOR FUEL TAX.**

AYES: Trustees Deyne, Gandsey, Gunsteen, Hopkins, LaPorte, Suwanski  
NAYS: None  
ABSENT: None  
MOTION CARRIES

**D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN HOPKINS**

Trustee Hopkins stated that Ordinance 2025-21 An Ordinance Regarding the Applicability of the Cook County Paid Leave Ordinance, was covered and approved under the Consent Agenda.



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E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI

Trustee Suwanski stated that there was no report.

F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

Trustee Deyne stated that Resolution 2025-13-R, A Resolution Waiving Bids and Approving the First Amendment to the Agreement with LRS Holdings, LLC for Street Sweeping Services, was covered and approved under the Consent Agenda.

13. NEW BUSINESS – None

14. QUESTION/ANSWER PRESIDENT & TRUSTEES

Trustee Gandsey asked if there was any update on the penny push tax. Village Administrator Paula Schumacher stated that it was still being litigated.

15. ADJOURNMENT

President Wallace stated the meeting will adjourn. There being no further business to discuss, Trustee Deyne moved to adjourn the meeting, that motion was seconded by Trustee Suwanski.

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:22 p.m.

Jackie Cardoza  
Executive Assistant