

**VILLAGE OF BARTLETT**  
**VILLAGE HALL, 228 S. MAIN STREET**  
**BOARD MEETING AGENDA**  
**September 2, 2025**  
**7:00 P.M.**

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **TOWN HALL:** (Note: Three (3) minute time limit per person)

5. **\*CONSENT AGENDA\***

*All items listed with an asterisk\* are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items unless a Board member so requests, in which event, the item will be removed from the General Order of Business and considered at the appropriate point on the agenda.*

\*6. **MINUTES:** Special Board – July 23, Board – August 19, Committee – August 19, 2025

\*7. **BILL LIST:** September 2, 2025

8. **TREASURER'S REPORT:** None

9. **PRESIDENT'S REPORT:** None

10. **QUESTION/ANSWER: PRESIDENT & TRUSTEES**

11. **STANDING COMMITTEE REPORTS:**

**A. BUILDING AND ZONING COMMITTEE, CHAIRMAN HOPKINS**

- \*1. Ordinance Granting a Window Signage Variation for AJB Polish Deli II, Inc. at 879 S. IL Route 59
- 2. Ordinance Approving a Preliminary/Final Plat of Subdivision, a Special Use Permit, Variations, and a Site Plan for the Kiddie Academy Subdivision
- 3. Ordinance Revoking the Residences at Bartlett Station PUD Approvals

**B. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY**

- 1. Mo's Gyros BEDA Grant Application

**C. FINANCE COMMITTEE, CHAIRMAN LAPORTE**

- 1. None

**D. LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN BATTERMANN**

- \*1. Bartlett Area Chamber of Commerce Road Closure
- \*2. Oktoberfest Class D Liquor License Application

**E. POLICE AND HEALTH COMMITTEE, CHAIRMAN SUWANSKI**

- 1. Resolution Approving the Intergovernmental Agreement with School District U-46 regarding Video Surveillance Access

**F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**

- \*1. Ordinance Accepting the Public Improvements for 2325 Benchmark Lane

12. **NEW BUSINESS**

13. **QUESTION/ANSWER: PRESIDENT & TRUSTEES**

14. **ADJOURNMENT**



**VILLAGE OF BARTLETT**  
**SPECIAL BOARD MEETING MINUTES**  
**JULY 23, 2025**

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1. CALL TO ORDER

President Gunsteen, called the regular meeting of July 23, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 6:00 p.m.

2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Assistant Village Administrator Scott Skrycki, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

3. PLEDGE OF ALLEGIANCE

4. TOWN HALL

5. CONSENT AGENDA - None

6. MINUTES – None

7. BILL LIST – None

8. TREASURER'S REPORT - None

9. PRESIDENT'S REPORT - None

10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

11. EXECUTIVE SESSION: Pursuant to Section (c)(5) of the Open Meetings Act

12. STANDING COMMITTEE REPORTS

A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that there was no report

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey presented Ordinance 2025-77, an Ordinance approving a Commercial Real Estate Contract for the Purchase of the Property commonly known as 651 West Lake Street Bartlett, Illinois.



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She stated that in September 2024, the Village Board of Bartlett, following unanimous approval from the Joint Review Board, established the Lake Street Corridor Redevelopment Project Area (the "Lake Street TIF District") to support targeted economic development. Since its formation, the Village has taken steps to further the district's objectives, including acquiring underutilized properties and annexing key parcels. Most recently, the Village identified 651 West Lake Street as a potential development site and has moved forward with efforts to purchase the property.

She went on to say that the site, located at 651 W. Lake Street in Bartlett, IL consists of two parcels totaling approximately 20 acres (906,483) square feet. Currently vacant and partially framed, the property presents a potential redevelopment opportunity within the northern portion of the village and the TIF district. Owned by Parkway Bank and Trust Company as trustee, the site is zoned B-4. The Illinois Department of Transportation has also filed an eminent domain action to acquire a small section of the frontage for roadway improvements, along with temporary construction easements.

Trustee Gandsey stated in line with the Village's redevelopment planning, a purchase agreement has been negotiated for the property. The proposed purchase price is \$3,000,000 with the possibility of increasing to \$3,053,000 depending on the outcome of the IDOT condemnation case. The Village will place \$50,000 in earnest money and the agreement includes a 45-day due diligence period during which the Village may conduct inspections and testing. The closing is scheduled to occur within 75 days of the contract's effective date.

She stated that following acquisition, the Village board will have the opportunity to further evaluate development options for the site and consider the next steps for integrating it into the broader goals of the Lake Street TIF District.

Trustee Gandsey moved to approve Ordinance 2025-77, an Ordinance approving a Commercial Real Estate Contract for the Purchase of the Property commonly known as 651 West Lake Street Bartlett, Illinois. That motion was seconded by Trustee Deyne.

Village Attorney Kurt Asprooth provided an update to the board stating that they did have the initial status call in the IDOT condemnation case on this property and it looks like IDOT is probably going to cooperate with us and will likely end up substituting the property owner. He stated that we did get a copy of IDOT's appraisal for the taking portion and it is \$52,000. Mayor Gunsteen asked if the board would like to see the results of the testing and the due diligence before we close. Trustee Gandsey stated that she would like to see the results of the testing and the due diligence as well.

President Gunsteen stated that prior to closing in 75 days, they would need that information to come back to the board so that the board can analyze it and get a brief summary from staff of where we're at as far as the geotechnical and environmental studies. Mayor Gunsteen stated that he wants to be sure before we surrender that we see the result of the due diligence. He went on to say that this can be sent to the board via email or presented at a board meeting within the next 45 days.



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Trustee Suwanski asked that if certain items don't meet tolerances, would we have the opportunity to withdraw from the agreement or renegotiate it. Village Attorney Kurt Asprooth stated that within that 45-day due diligence period, we can terminate if we don't think that the results make this a property that we do not want to buy, and we would get the \$50,000 in earnest money back. He went on to say that it's always going to be up to the seller but we will have that 45-day window to determine if the due diligence comes back, not what we're expecting. Trustee Suwanski stated that it would seem we would need the results before 45 days in order for the board to have the opportunity to clearly decimate those results. Village Administrator Scott Skrycki stated that we would work to get the results by 30 days.

Trustee LaPorte asked if something was wrong, could it be fixed. Trustee Deyne stated that if some type of contamination exists, which he doubts, he would opt to dig it all. President Gunsteen stated that we would have the time frame to put a value on that and renegotiate within the 45 days. Trustee Deyne stated that we should do everything in our power to try and maintain the ownership of that work with the bank. President Gunsteen stated that he agreed. Trustee Suwanski asked if it mattered who ended up buying the property as a private buyer would have to comply the same way a public buyer would. President Gunsteen stated that a private buyer would do the exact same thing as a public buyer. He went on to say that the due diligence time frame for the private buyer may be a little longer than what the village is offering but that we don't have to buy pending entitlements. He stated that we vote on the entitlements and have the ability to do that after we acquire the property.

Trustee LaPorte asked if the property backed up to Ford Lane, President Gunsteen stated that it does not and that the other half is IDOT. Trustee LaPorte asked if a neighborhood was started there. Attorney Asprooth stated that's a little further South. He stated that it's still privately owned by IDOT. President Gunsteen stated that there's a couple of piece that we may have to put together but what they are looking at is the vast majority of the overall site.

ROLL CALL VOTE TO APPROVE THE ORDINANCE APPROVING A COMMERCIAL REAL ESTATE CONTRACT FOR THE PURCHASE OF THE PROPERTY COMMONLY KNOWN AS 651 WEST LAKE STREET BARTLETT, ILLINOIS.

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

NAYS: None

ABSENT: None

MOTION CARRIED

### C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte stated that there was no report.

### D. LICENSE & ORDINANCE COMMITTEE, CHAIRMAN BATTERMANN

Trustee Battermann stated that there was no report.



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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 there was no report

13. NEW BUSINESS - None

14. QUESTION/ANSWER PRESIDENT & TRUSTEES – None

15. ADJOURNMENT

President Gunsteen 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 LaPorte.

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 6:13 p.m.

Jackie Cardoza  
Executive Assistant



## VILLAGE OF BARTLETT BOARD MINUTES AUGUST 19, 2025

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### 1. CALL TO ORDER

President Gunsteen, called the regular meeting of August 19, 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 Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski, and President Gunsteen

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, Finance Director Matt Coulter, Planning & Development Director Kristy Stone, Civil Engineer Nick Talarico, IT Director John Peebles, Food & Beverage Manager Paul Petersen, Chief Naydenoff, Deputy Chief Rob Sweeney, Chief Ryan Conway, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

### 3. PLEDGE OF ALLEGIANCE

### 4. TOWN HALL

#### **Charles and Sarah Wagner – 124 Cheviot Drive**

Mr. and Mrs. Wagner were present to discuss regarding the Village's fence requirement. He stated that they asked the village about the fence requirement and were told they would not need one since the pool wall was higher than 48 inches. He stated that on July 3<sup>rd</sup> they had an electrical inspection which passed, but they were informed that they needed a 48-inch fence. He stated that he does not understand why he needs a 48-inch fence to protect a 52-inch-high pool and is asking for a waiver of the fence requirement. Planning and Development Services Director Kristy Stone provided them with a card and stated that there was an administrative process that they would go through to have that review.

#### **Mike Reiskis – 310 W. North Avenue**

Mr. Reiskis came in to thank the Bartlett Police specifically Commander Rybaski and Sergeant Simone for their assistance and effort in enforcement of truck traffic. He stated that they've been doing a great job keeping residents informed, bringing in additional signage, increasing fines, and having more officers pull trucks over. He went on to say that they are still getting a ton of truck traffic. He stated that he has video footage that shows the traffic and reckless speeding down his street which is why he's here to bring it to the board's attention.

#### **Theresa Materna – 329 W. North Avenue**

Ms. Materna was present to also discuss the traffic issues on their street. She stated that this has been going on for seven years. She did thank the Police Department for their help with enforcement. She stated that it shouldn't take seven years for there to be some solution in place



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for residents like herself who just want to enjoy being in their yard doing yardwork versus sending messages back and forth regarding truck traffic and speeding. Ms. Materna stated that a traffic study was done in the past where it showed 44,000 cars going by in one direction. She stated that it's unacceptable for a residential street especially with one specific vehicle that cuts people off and bypasses people which makes for an unsafe situation.

### **Frank Sarullo – 220 Burton Drive**

Mr. Cerullo stated he was here to ask how they could go about getting permission to drive golf carts in the neighborhood. He stated they have a lot of interest in the neighborhood and that there are other cities that issue permit to be able to do that. President Gunsteen advised that this is the first time they've received this request. He advised Mr. Cerullo to work with our staff regarding what the code stipulates and to see if there's a path for that.

### **Michael Liotta – 1900 Hollow Lane Hanover Park**

Mr. Liotta was present to discuss the roadkill on Schick Road. He stated that there's poor lighting on that street and people drive really fast down Schick Road between County Farm and Rout 59. He went on to say that there's a forest preserve on the other side of Bartlett High School and that's mostly where the animals are getting killed. He stated he's concerned for the safety of the children who attend high school due to the speed on that road. President Gunsteen stated that they would work with Public Works to discuss the lighting situation on that street.

### **Theresa Cool – 316 W. North Avenue**

Ms. Cool was present to also discuss the traffic situation on North and Western. Ms. Cool thanked the board and the police department for their efforts but stated that the only thing that was effective was the bump out. She stated that it slowed people down and forced them to stop at the stop sign and let other traffic proceed in a proper manner. She stated it was vandalized because it worked and she couldn't understand why the village and police department would allow a vandal to dictate the safety of a street and neighborhood where there are families and children present.

## 5. CONSENT AGENDA

President Gunsteen 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 Suwanski stated that she would like to add item E. 1. to the Consent Agenda- Replacement of 2025 Ford Utility Interceptor Vehicle

Trustee Hopkins stated that he would like to add item A. 1. to the Consent Agenda- Resolution Approving the Service Station Demolition Project Agreement between the Village of Bartlett and Fowler Enterprises LLC.



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President Gunsteen 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 Suwanski.

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

AYES: Trustees Battermann, Deyne, Gandsey, 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 Hopkins.

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

AYES: Trustees Battermann, Deyne, Gandsey, Hopkins, LaPorte, Suwanski  
NAYS: None  
ABSENT: None  
**MOTION CARRIED**

6. MINUTES – Covered and approved under the Consent Agenda.
7. BILL LIST – Covered and approved under the Consent Agenda.
8. TREASURER'S REPORT

Finance Director Matt Coulter stated that Sales tax received in May is for the month of June. Sales Tax received in June was for the month of March and totaled \$651,951, which almost doubled our revenue from the prior year with it being up 92%. Motor fuel tax allotments received for June totaled \$152,959, which was down 3% or \$4,798 from the prior year. He stated that our state shared income tax received in June totaled \$446,092 which was also down from the prior year by 5% or \$25,358.

**9. PRESIDENT'S REPORT**

President Gunsteen introduced Chief Conway to introduce the officers that were being sworn in at the board meeting. Chief Conway gave a speech reiterating the importance of this moment and thanked their families and loved ones for their support on this special moment. He stated



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that this badge is more than a symbol of authority, but a symbol of trust to the residents and community of Bartlett. Chief Conway then introduced Clerk Giles to come forward to swear in the new officers; officer Emre Akyol and officer Irvin Ocampo.

Sergeant Milos came forward for the National Night Out Citizen and Business Award Presentation. Sergeant Milos introduced the award winners for the Community Spirit Award, the Bartlett High School's girl and boys golf teams. He stated that the students always show up with a positive attitude and a great work ethic and stated the event would not run as smoothly without their help.

Officer Tracey Dendinger introduced the first Citizen Star Award winner, Anabella Gutierrez. She stated that it takes a special person to see another student in need and go the extra distance. Ms. Gutierrez saw another student having a crisis in the bathroom and coaxed the student out of the bathroom to go find one of the Social Workers to get help. She never left the other student's side until she knew that she was safe and receiving care from the social worker.

Officer Dendinger then introduced Bartlett High School Teacher Ryan Fisher. She stated last spring there was an incident at Bartlett High School where eight students physically attacked one student in the gym. She stated that in the time it took for others to respond and get there, Mr. Fisher jumped into the fray and covered the victim's body with his own, taking several kicks to his own body to protect the student. Officer Dendinger stated that Mr. Fisher's quick thinking and selflessness is commendable and saved the student from being hurt further. She stated she is honored to work alongside Mr. Fisher and to present him with the second Citizen Star Award.

Sergeant Milos then introduced the Business Star Award Winner, D's Treats and Ice Cream. He stated that for the past several years, D's Treats and Ice Cream have established themselves as a business and are loved not just by the Police Department but by the community as a whole. He went on to say that Deala and Jesse Torres are always the first to volunteer to attend and support the department as well as other community events. He stated that businesses such as D's Treats and Ice Cream and the people who run them are what make Bartlett such an amazing community and that we are grateful for their support.

Sergeant Milos thanked everyone for going above and beyond to make this such a successful event and that they look forward to celebrating National Night Out again next year.

President Gunsteen thanked staff for their hard work and efforts in making this such a successful event.

### 10. QUESTION/ANSWER: PRESIDENT & TRUSTEES

Trustee Deyne stated that he's been getting a lot of questions regarding the Village's policy of motorized bikes and scooters and some of the incidents that have been reported. He asked what our current policy is. Police Chief Ryan Conway stated that we follow the State Law in regard to



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both motorized scooters and e-bikes. He went on to say that the State Law states that they have to follow the same rules of the road as a vehicle does in regards to usage of that road. Chief Conway went over the age requirements for both Class 2 and Class 3 bikes. Trustee LaPorte suggested that we put something in Trending Now and/or the Bartletter as a reminder as well as basic overview regarding State Law. Trustee Deyne also asked if the board could be provided with a copy of the State Law and policy for their records as well, Chief Conway stated he would get that to the board.

Trustee Suwanski asked if it would be possible to investigate the engineering needed to put a permanent bump out on Western and North Avenue and if this was something that could be looked into. Village Administrator Paula Schumacher stated that there are a few options available that they can look into. She also stated she encourages the use of the policy that was created because of North Avenue and the residents not agreeing on what the traffic calming method to be used is. She went on to say that they can come up with a plan and some options for traffic calming but that she would like to work it through the process that we already have so that we can get some buy in from the neighborhood.

Trustee Suwanski wanted to thank the Police Department and Officer Bingham for bringing Maverick to meet her grandchildren when they visited last week. She stated that Officer Bingham provided a great tutorial about police work to them and that they had a great time.

President Gunsteen wanted to thank staff regarding the speed with which they took action on 555 Lake Street and that we're getting the tanks out of the ground along with contamination clean up. He went on to say that they approved the demolition contract today which is a great step forward.

### 11. STANDING COMMITTEE REPORTS

#### A. BUILDING & ZONING COMMITTEE, CHAIRMAN HOPKINS

Trustee Hopkins stated that Resolution 2025-78-R, a Resolution Approving the Service Station Demolition Project Agreement between the Village of Bartlett and Fowler Enterprises LLC, was covered and approved under the Consent Agenda.

#### B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

Trustee Gandsey stated that there was no report.

#### C. FINANCE COMMITTEE, CHAIRMAN LAPORTE

Trustee LaPorte stated that there was no report.



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

Trustee Battermann stated that the St. Peter Damian Class D License, the Hanover Township Class D License, Ordinance 2025-79, An Ordinance Amending Section 3-3-2-1 of the Bartlett Liquor Control Ordinance regarding the Number of Class A Licenses, Ordinance 2025-80, An Ordinance Amending Section 3-3-2-21 of the Bartlett Liquor Control Ordinance Regarding the number of Class V Licenses, Resolution 2025-81-R, A Resolution Approving the Extension of an Agreement between the Village of Bartlett and OpenGov, Inc., and Corresponding Order Form for Software Services, were covered and approved under the Consent Agenda.

**E. POLICE & HEALTH COMMITTEE, CHAIRMAN SUWANSKI**

Trustee Suwanski stated that Replacement of a 2025 Ford Utility Interceptor Vehicle was covered and approved under the Consent Agenda.

**F. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE**

Trustee Deyne stated that Resolution 2025-82-R, A Resolution Approving Tree Removal in the Heritage Oaks Tree Preservation Easement at 370 S. Oak Avenue, and Resolution 2025-83-R, Resolution Approving of the First Amendment to the Fire Hydrant Sandblasting and Painting Project Agreement between the Village of Bartlett and Go Painters Inc. were covered and approved under the Consent Agenda.

**13. NEW BUSINESS**

Trustee Hopkins asked about golf cart usage in neighborhoods. Village Attorney Kurt Asprooth stated that they're prohibited. He stated that generally there is a provision that allows a municipality to decide if you want to allow them. He stated he's only seen that in smaller communities but not in Northern Illinois suburbs. He stated it's certainly something we can look into, and we would have to make findings that it's not going to be dangerous and there's no traffic concerns. He stated that there's a host of regulations that the golf cart has to meet to even be operated on the street. Village Administrator stated that they can work on preparing a memo for the board on both golf carts as well as e-bikes.

Trustee Hopkins asked how North Avenue was coming along. Civil Engineer Nicholas Talarico stated that the paving wrapped up at the end of last week and that they're going to try to start landscaping this week. He stated they'll work on striping it next week and that the project should be wrapped up in a couple of weeks.

**14. QUESTION/ANSWER PRESIDENT & TRUSTEES - None**



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15. ADJOURNMENT

President Gunsteen 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 Battermann.

ROLL CALL VOTE TO ADJOURN

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

NAYS: None

ABSENT: None

MOTION CARRIED

The meeting was adjourned at 7:47 p.m.

Jackie Cardoza  
Executive Assistant



# VILLAGE OF BARTLETT COMMITTEE MINUTES August 19, 2025

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## 1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting of August 19, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:48 p.m.

## 2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Assistant to the Village Administrator Sam Hughes, Human Resources Director Janelle Terrance, Finance Director Matt Coulter, Planning & Development Director Kristy Stone, Civil Engineer Nick Talarico, IT Director John Peebles, Food & Beverage Manager Paul Petersen, Chief Naydenoff, Deputy Chief Rob Sweeney, Chief Ryan Conway, Village Attorney Kurt Asprooth, and Village Clerk Lorna Giles.

## 3. TOWN HALL:

### **Bob Bucaro – 961 Doral Drive**

Mr. Bucaro stated he was here regarding the residences at Bartlett Station. He stated that he hopes the board will support this development that will people downtown and will bring needed apartment residences to the village. He stated a developer for the project has taken a blighted downtown shopping center and made it the thriving streets of Bartlett shopping center as well as bringing Aldi to Bartlett. He stated the project would be good for Bartlett and urged the board to work with the developer to make this development a reality. President Gunsteen thanked Mr. Bucaro for being here.

### **Mike Liotta – Hanover Park**

He stated that he had some input regarding scooters and e-bikes. He went on to say that he and wife go to the Russian Orthodox Church, and the city of Chicago put up a barrier of five to six feet from the curb to the street. He stated that they set it up so that cars or any other motor vehicles as big as a car can enter but it deters scooters and e-bikes. He stated it was just a suggestion to investigate. President Gunsteen thanked Mr. Liotta for his input.

## 4. STANDING COMMITTEE REPORTS

### A. BUILDING AND ZONING COMMITTEE, CHAIRMAN HOPKINS

#### 1. #2025-06 AJB Polish Deli

Trustee Hopkins stated that the petitioner is requesting a variation to allow full coverage window signage for AJB Deli located at 879 S. Route 59 in the Brewster Creek Shopping Center. The Zoning Ordinance



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allows up to 25% window coverage. He stated that the Planning and Zoning Commission conducted the public hearing at their July 3, 2025, meeting and recommended approval of the petitioner's request.

Trustee Deyne stated that he believes this ordinance dates back to the 1970's. He stated that with the ordinance being that old, it's something that we need to take a look at but not necessarily change. He stated that he's intrigued with the fact that they asked for a special variance and thinks it's something for them to take a look at. Trustee Suwanski wanted to confirm that they already have the windows painted for the past 10 years or so. Ms. Stone confirmed that was correct, stating that this is the first business that has come through the process to try to bring themselves into conformance. President Gunsteen stated that he appreciated them doing that and that should be one to set the standard until the ordinance is looked it.

Trustee Hopkins stated that if there were no other questions, this would be forwarded onto the Village Board for a vote.

### 2. #2024-18 Kiddie Academy

Trustee Hopkins stated that the petitioner is requesting a Preliminary/Final Plat of Subdivision for the northwest corner of Fairfax Lane and Army Trail Road. The petitioner also requested site plan approval, variations to allow parking in the setbacks and a special use permit for height to allow the construction of a Kiddie Academy daycare facility on Lot 1. He stated that the petitioner intends to market lot 2 for future development. He stated that Stormwater detention is provided on lot 3 for both lots 1 and 2. He stated that the Planning and Zoning Commission conducted the public hearing at their August 7, 2025, meeting and recommended approval of the petitioner's requests.

Trustee Battermann referenced a traffic study done in relation to Hawk Hollow and asked if we have an officer out there during the first couple of days of school. Chief Conway stated that through the first weeks of school, they should be able to have a data post regarding their school safety plan. Ms. Stone stated that as part of the resurfacing project taking place on Fairfax Lane, they are painting bike lanes as Fairfax didn't previously have any sort of markings. She stated there will be a yellow center line and then 24-foot bike lanes painted as well which does have a traffic calming effect.

Trustee Hopkins stated that if there were no other questions, this would be forwarded onto the Village Board for a vote.

### 3. Residences at Bartlett Station

Trustee Hopkins stated that Ordinance 2021-74 granted a special use permit and plan approvals for the Residences of Bartlett Station Planned Unit development. In July 2024, the Village Board granted a one (1) year extension requiring the construction of the first floor above grade must begin by July 16, 2025, or the Village Board would have the ability or revoke the PUD approvals. He stated that construction did not start on the project and while the PUD approvals have lapsed, the formal nullification of the approvals must be confirmed by an ordinance adopted by the Village Board.



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Trustee Suwanski asked if the petitioner was here to request an extension. Village Attorney Asprooth stated that they submitted a letter that was included in the packet. Trustee Hopkins asked staff to go over all of the incentives that were given to this developer to build back in 2021. Ms. Stone stated some of the incentives included reduced building permit fees which have not been collected. She stated that was part of the development agreement that was all negotiated as part of the purchase and sale which has been amended several times as plans changed during the years.

Trustee Gandsey asked about the mortgage. Village Attorney Asprooth stated that the mortgage was recorded by an entity that he's associated with but it's just a mortgage. He went on to say that there's nothing that would require him to move forward; and that it's our ordinances that put those deadlines in place not the mortgage. Village Attorney Asprooth stated that the board would not be voting on anything related to the development agreement today, that this is only the zoning approvals that are being discussed. He stated that this would revoke the zoning approvals if he did want to proceed with the development that the zoning process would have to start from square one. President Gunsteen asked how long that would take, Village Attorney Asprooth stated that depending on whether his plans change, it could take a while to go through the plan review but at the very least about 90 days to make it through the hearings if not longer. He went on to say that any new developer would have to start the process from square one. He stated they wouldn't be bound to anything in the development agreement so any of those offsets and deductions, the new developer wouldn't have the right to do that. He stated that they would not have any need to use certain consultants and they wouldn't have any of the union contractor requirements. Trustee Hopkins asked about impact fees. President Gunsteen wanted to verify if we can require inspections through the building permit process if they're just coming in through zoning approvals. Village Attorney Asprooth stated that we can require inspections through the building permit process if they're coming in through zoning approvals, but we can't require the types of contractors they use that was a negotiated term as part of the purchase and sale process of the price of the property itself.

Trustee LaPorte stated that if everything expires for this particular petitioner, what to stop them from selling it to somebody else and redoing it under a new entity. Village Attorney Asprooth stated that they'd have to apply again and through the process, but that there would be no prohibition on that. Trustee Suwanski wanted to confirm that he could still sell this property even if the PUD doesn't expire. Village Attorney Asprooth stated that it was correct but that a new owner wouldn't have the benefit or obligations of the development agreement. Trustee Hopkins stated that as a board and planned commission, we don't have to approve it. He went on to say that it was contentious and did not pass the plan commission with 100% vote and that they're taking a huge risk if someone wanted to develop something similar. Trustee Gandsey asked what sacrifices were made to make Aldi happen on the petitioner side. Village Administrator Paula Schumacher stated that Aldi has a very specific agreement with the petitioner for what is allowed in the center for leasing uses. She stated they also negotiated aggressive price for the land lease.

President Gunsteen asked who would like to move this on to the Village Board for revoking. Trustee Hopkins wanted to confirm that this is in our ordinance to do this, and it isn't something new to the village board. President Gunsteen stated that he's asking who wants to see this moved to the village board to be revoked and who would want to see it extended. Trustee Hopkins stated that he's not going to say which way he's going to vote, but if the developer has something earth shattering to bring to the board or staff,



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES  
August 19, 2025**

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then he should do it because right now the PUD doesn't look good. Trustee Deyne asked if we reached out to the petitioner to find out what his intentions are as they don't want it to just sit there. Village Administrator Paula Schumacher stated that they notified the petitioner and his attorney of this hearing and the requirement of the PUD to revoke the approvals and that they are aware of the situation that they're in. President Gunsteen stated that this would be sent to the next Village Board meeting and that if anything should develop in the next two weeks, it would be presented to the board prior to that.

**B. ADJOURNMENT**

Mayor Gunsteen moved to adjourn the Committee of the Whole Meeting. Trustee Deyne moved to approve; the motion was seconded by Trustee Suwanski.

**ROLL CALL VOTE TO ADJOURN**

**AYES:** Chairmen Batterman, Deyne, Gandsey, Hopkins, LaPorte, Suwanski  
**NAYS:** None  
**ABSENT:** None  
**MOTION CARRIED**

The Committee of the Whole meeting was adjourned at 8:06 p.m.

Jackie Cardoza  
Executive Assistant

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 9/2/2025**

**100-GENERAL FUND REVENUES**

**420230-BUILDING PERMITS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CREA WOODWORKING LLC	PERMIT REFUND	60.00
<b>INVOICES TOTAL:</b>		<b>60.00</b>
		<b>60.00</b>

**1100-VILLAGE BOARD/ADMINISTRATION**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	173.34
<b>INVOICES TOTAL:</b>		<b>173.34</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	LAPTOP BAG FOR RICCI	29.78
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	91.96
1 DELL COMPUTER CORP	DELL PRO 27 PLUS 4K MONITOR	300.95
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	47.99
<b>INVOICES TOTAL:</b>		<b>470.68</b>

**542100-REBATES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 T & L EVERGREEN LLC	BEDA GRANT	17,098.50
<b>INVOICES TOTAL:</b>		<b>17,098.50</b>

**543101-DUES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MUNICIPAL CLERKS N/NW SUBURBS	ANNUAL MEMBERSHIP DUES	40.00
<b>INVOICES TOTAL:</b>		<b>40.00</b>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUNSHINE FARM II	M&B HORSE & CARRIAGE DEPOSIT	1,000.00
<b>INVOICES TOTAL:</b>		<b>1,000.00</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FLAGS USA LLC	FLAGS	308.00
<b>INVOICES TOTAL:</b>		<b>308.00</b>

**19,090.52**

**1200-PROFESSIONAL SERVICES**

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 9/2/2025**

**521000-FINANCIAL CONSULTANT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOSTER & FOSTER INC	POL PEN ACTUARIAL REPORT	3,979.50
	<b>INVOICES TOTAL:</b>	<b>3,979.50</b>

**523400-LEGAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LAW OFFICES OF FRANCIS BONGIOVANN	PROFESSIONAL SERVICES	1,537.50
1 VILLAGE OF ITASCA	CPKC COALITION	6,620.66
1 VILLAGE OF ITASCA	CPKC COALITION	3,297.03
	<b>INVOICES TOTAL:</b>	<b>11,455.19</b>

**523401-ARCHITECTURAL/ENGINEERING SVC**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	GET FRESH WASTEWATER PRE-TREATMENT	1,566.76
	<b>INVOICES TOTAL:</b>	<b>1,566.76</b>

**523600-SOCIAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NORTHEAST DUPAGE FAMILY	SOCIAL WORKER PROGRAM	9,190.26
	<b>INVOICES TOTAL:</b>	<b>9,190.26</b>

26,191.71

**1400-FINANCE**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GENESISONE	COPIER MAINTENANCE SERVICE	47.93
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	28.00
	<b>INVOICES TOTAL:</b>	<b>75.93</b>

**523500-AUDIT SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOSTER & FOSTER INC	OPEB REPORT	8,550.00
	<b>INVOICES TOTAL:</b>	<b>8,550.00</b>

8,625.93

**1500-PLANNING & DEV SERVICES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	36.94
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	34.06
	<b>INVOICES TOTAL:</b>	<b>71.00</b>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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**523110-LEGAL PUBLICATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 PADDOCK PUBLICATIONS INC	PUBLIC HEARING NOTICES	197.80
	<b>INVOICES TOTAL:</b>	<b>197.80</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MYD BARTLETT SG, LLC	AUGUST 2025 CAR WASHES	32.00
	<b>INVOICES TOTAL:</b>	<b>32.00</b>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - JULY 25	800.00
	<b>INVOICES TOTAL:</b>	<b>800.00</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 UNO MAS LANDSCAPING	LANDSCAPING SERVICES	180.00
	<b>INVOICES TOTAL:</b>	<b>180.00</b>

**1,280.80**

**1700-POLICE**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	225.54
1 GENESISONE	COPIER MAINTENANCE SERVICE	343.09
1 ID NETWORKS	LIVESCAN SERVICE AGREEMENT	3,990.00
1 VERIZON WIRELESS	WIRELESS SERVICES	10.21
	<b>INVOICES TOTAL:</b>	<b>4,568.84</b>

**522700-COMPUTER SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 LEXISNEXIS RISK SOLUTIONS FL INC	ZETX PROGRAM	4,867.20
	<b>INVOICES TOTAL:</b>	<b>4,867.20</b>

**524240-IMPOUNDING ANIMALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE COUNTY ANIMAL SERVICES	ANIMAL SERVICES - JUNE 2025	150.00
	<b>INVOICES TOTAL:</b>	<b>150.00</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ARMY TRAIL TIRE AND SERVICE	VEHICLE MAINTENANCE	64.79
1 ARTS RV SALES	VEHICLE MAINTENANCE	320.00
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	4,322.28

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	99.95
1 MYD BARTLETT SG, LLC	AUGUST 2025 CAR WASHES	136.00
1 ULTRA STROBE COMMUNICATIONS INC	EQUIPMENT INSTALLATION	525.00
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	70.00
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	78.00
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	70.00
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	46.80
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	264.12
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	145.00
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	259.91
1 UNITED MOTORWORKS	VEHICLE MAINTENANCE	82.86
<u>INVOICES TOTAL:</u>		<u>6,484.71</u>

**526050-VEHICLE SET UP**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RICK SADOWSKI	STICKER REMOVAL	140.00
<u>INVOICES TOTAL:</u>		<u>140.00</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HEARTLAND ANIMAL HOSPITAL PC	MAVERICK VET VISIT/MEDICATION	238.11
1 MIDWEST PUBLIC SAFETY	PREMIUM RECEIPT PAPER	1,135.00
<u>INVOICES TOTAL:</u>		<u>1,373.11</u>

**530125-SHOOTING RANGE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIELDS USA	AMMUNITION RESUPPLY	8,859.00
<u>INVOICES TOTAL:</u>		<u>8,859.00</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - JULY 25	13,971.06
<u>INVOICES TOTAL:</u>		<u>13,971.06</u>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	104.74
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	85.33
<u>INVOICES TOTAL:</u>		<u>190.07</u>

**532300-POSTAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE UPS STORE	SHIPPING CHARGES	15.13
<u>INVOICES TOTAL:</u>		<u>15.13</u>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
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1 AKEEL ABDELHADI	TRAINING EXPENSES	48.00
	<b>INVOICES TOTAL:</b>	<b>48.00</b>

**543900-COMMUNITY RELATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHARLES EQUIPMENT ENERGY SYSTEM	NNO EQUIPMENT RENTAL	4,159.62
1 CROWN TROPHY	NNO & GOLF EVENT TROPHIES/AWARDS	438.00
1 REPROGRAPHICS	LAMINATE NNO SIGNS	91.50
	<b>INVOICES TOTAL:</b>	<b>4,689.12</b>

**545200-POLICE/FIRE COMMISSION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INDUSTRIAL ORGANIZATIONAL SOLUTIC	POLICE OFFICER RECRUITMENT	4,435.00
** 1 PHYSICIANS IMMEDIATE CARE	PERSONNEL TESTING	2,778.00
	<b>INVOICES TOTAL:</b>	<b>7,213.00</b>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	POLICE PATROL PHONE CHARGER	318.57
1 AMAZON CAPITAL SERVICES INC	FITNESS EQUIPMENT	1,699.00
1 JASON AMORE	FIREARM PURCHASE REIMBURSEMENT	500.00
1 ANGELIQUE HERRERA	FIREARM PURCHASE REIMBURSEMENT	398.09
1 HUFF N PUFF FITNESS REPAIR LLC	EQUIPMENT REPAIR	164.00
1 KAYLA ZOOT	FIREARM PURCHASE REIMBURSEMENT	500.00
	<b>INVOICES TOTAL:</b>	<b>3,579.66</b>

**56,148.90**

**1800-STREET MAINTENANCE**

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
1 VERIZON WIRELESS	WIRELESS SERVICES	10.20
	<b>INVOICES TOTAL:</b>	<b>22.20</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	350.24
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	58.31
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	171.37
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	6,951.03
1 NICOR GAS	GAS BILL	173.59
	<b>INVOICES TOTAL:</b>	<b>7,704.54</b>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
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\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 9/2/2025**

1 ATLAS BOBCAT LLC	MAINTENANCE SUPPLIES	682.86
1 KAMMES AUTO & TRUCK REPAIR INC	VEHICLE MAINTENANCE	180.00
<b>INVOICES TOTAL:</b>		<b>862.86</b>

**527100-SERVICES TO MAINTAIN STREETS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 INVISIBLE FENCE BRAND	MATERIALS & SUPPLIES	253.00
1 INVISIBLE FENCE BRAND	MATERIALS & SUPPLIES	112.52
<b>INVOICES TOTAL:</b>		<b>365.52</b>

**527110-SVCS TO MAINTAIN TRAFFIC SIGS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MEADE ELECTRIC CO INC	TRAFFIC SIGNAL MAINTENANCE	9,800.00
<b>INVOICES TOTAL:</b>		<b>9,800.00</b>

**527112-SERVICE TO MAINTAIN STR LIGHTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GRAINGER	MAINTENANCE SUPPLIES	59.40
<b>INVOICES TOTAL:</b>		<b>59.40</b>

**527113-SERVICES TO MAINT. GROUNDS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE - AUG 2025	2,645.00
<b>INVOICES TOTAL:</b>		<b>2,645.00</b>

**527130-SIDEWALK & CURB REPLACEMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIRZA BAIG	PUBLIC SIDEWALK REPLACEMENT	1,533.00
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	2,816.00
1 ELMHURST CHICAGO STONE COMPANY	DELIVERY WAITING FEE	96.75
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	3,322.25
1 ELMHURST CHICAGO STONE COMPANY	PSI AIR	2,695.25
1 TORRENCE GRANRATH	PUBLIC SIDEWALK REPLACEMENT	1,356.00
1 WELCH BROS INC	GRAVEL PURCHASE	252.00
1 WELCH BROS INC	MATERIALS & SUPPLIES	75.40
<b>INVOICES TOTAL:</b>		<b>12,146.65</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS USA LLC	CYLINDER RENTAL	333.46
1 GRAINGER	MAINTENANCE SUPPLIES	114.08
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	682.67
1 JSN CONTRACTORS SUPPLY	UTILITY MARKING PAINT	187.20
1 STANDARD EQUIPMENT COMPANY	MAINTENANCE SUPPLIES	170.49
<b>INVOICES TOTAL:</b>		<b>1,487.90</b>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
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**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	126.47
<b>INVOICES TOTAL:</b>		<b>126.47</b>

**532010-FUEL PURCHASES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - JULY 25	6,977.23
<b>INVOICES TOTAL:</b>		<b>6,977.23</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	CREDIT MEMO	-32.51
<b>INVOICES TOTAL:</b>		<b>-32.51</b>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWK FORD OF ST CHARLES	VEHICLE MAINTENANCE	141.70
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	38.68
1 INTERSTATE BILLING SERVICE INC	MAINTENANCE SUPPLIES	747.28
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	38.66
<b>INVOICES TOTAL:</b>		<b>966.32</b>

**534400-STREET MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLIED ASPHALT PAVING COMPANY	ASPHALT PURCHASE	3,756.69
1 GRIMCO INC	MATERIALS & SUPPLIES	236.08
1 GRIMCO INC	MATERIALS & SUPPLIES	342.40
1 HIGH STAR TRAFFIC	STREET MAINTENANCE MATERIALS	1,413.90
<b>INVOICES TOTAL:</b>		<b>5,749.07</b>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMERICAN PUBLIC WORKS ASSOCIATION	FALL CONFERENCE REGISTRATION FEES	255.00
1 SARAH CHRISTENSEN	PWX CONFERENCE EXPENSES	682.28
1 DANIEL DINGES	PWX CONFERENCE EXPENSES	49.00
1 TYLER ISHAM	PWX CONFERENCE EXPENSES	403.94
<b>INVOICES TOTAL:</b>		<b>1,390.22</b>

**543800-STORMWATER FACILITIES MAINT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NEENAH FOUNDRY COMPANY	ROLL FRAME & GRATES	1,892.00
1 WELCH BROS INC	MATERIALS & SUPPLIES	80.00
1 WELCH BROS INC	MATERIALS & SUPPLIES	225.00
<b>INVOICES TOTAL:</b>		<b>2,197.00</b>

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 9/2/2025**

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	190.40
		<u>INVOICES TOTAL:</u> <b>190.40</b>
		<b>52,658.27</b>

**2200-MFT EXPENDITURES**

**583005-MFT MAINTENANCE PROGRAM**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CHASTAIN & ASSOCIATES LLC	OAK AVE RESURFACING PROJECT	1,516.26
1 PRECISION PAVEMENT MARKINGS INC	PAVEMENT MARKINGS PROJECT	25,557.21
		<u>INVOICES TOTAL:</u> <b>27,073.47</b>
		<b>27,073.47</b>

**4200-MUNICIPAL BLDG PROJECTS EXP**

**572000-BUILDING & GROUNDS IMPROVMNTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DELTA BUILDING TECHNOLOGIES	EQUIPMENT REPLACEMENT	9,600.00
		<u>INVOICES TOTAL:</u> <b>9,600.00</b>
		<b>9,600.00</b>

**430000-DEVELOPER DEPOSITS FUND**

**262099-DEPOSIT-ORDINANCE 89-49**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DR HORTON	BOND REFUND-1133 BLUEBELL LN	1,000.00
1 DR HORTON	BOND REFUND-1299 TIGER LILY DR	1,000.00
		<u>INVOICES TOTAL:</u> <b>2,000.00</b>
		<b>2,000.00</b>

**4450-LAKE ST TIF EXPENDITURES**

**523401-ARCHITECTURAL/ENGINEERING SVC**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	PHASE 1 ENVIRONMENTAL SITE ASSESSMENT	2,400.00
		<u>INVOICES TOTAL:</u> <b>2,400.00</b>

**580001-DEMOLITION/SITE PREPARATION**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	CONSULTING SERVICES-555 LAKE ST	2,631.18
		<u>INVOICES TOTAL:</u> <b>2,631.18</b>
		<b>5,031.18</b>

\*\* Indicates pre-issue check.

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**5000-WATER OPERATING EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE - AUG 2025	1,562.00
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
1 JOHNSON CONTROLS SECURITY SOLUTIO	QUARTERLY BILLING	96.75
	<u>INVOICES TOTAL:</u>	<u>1,670.75</u>

**522500-EQUIPMENT RENTALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 VERIZON WIRELESS	WIRELESS SERVICES	387.29
	<u>INVOICES TOTAL:</u>	<u>387.29</u>

**522720-PRINTING SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	AUGUST 2025 BILLING	720.39
	<u>INVOICES TOTAL:</u>	<u>720.39</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	7.59
1 NEXAMP INC	ELECTRIC BILL	2,732.68
1 NICOR GAS	GAS BILL	54.89
	<u>INVOICES TOTAL:</u>	<u>2,795.16</u>

**526000-SERVICE TO MAINTAIN VEHICLES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMERCIAL TIRE SERVICE	VEHICLE MAINTENANCE	671.52
	<u>INVOICES TOTAL:</u>	<u>671.52</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AIRGAS USA LLC	CYLINDER RENTAL	333.47
1 GRAINGER	MAINTENANCE SUPPLIES	158.40
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	64.54
1 MIDWEST TRADING HORTICULTURAL	SEED/STRAW BLANKET/FABRIC STAPLES	459.55
1 MIDWEST TRADING HORTICULTURAL	STRAW BLANKET	91.60
1 NEENAH FOUNDRY COMPANY	SOLID LIDS	900.00
1 ZIEBELL WATER SERVICE	MATERIALS & SUPPLIES	1,050.62
	<u>INVOICES TOTAL:</u>	<u>3,058.18</u>

**530120-CHEMICAL SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HAWKINS INC	CHEMICAL SUPPLIES	1,248.50

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 1,248.50

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	214.70
		<u>INVOICES TOTAL: 214.70</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	126.47
** 1 WEX BANK	FUEL PURCHASES - JULY 25	1,081.90
		<u>INVOICES TOTAL: 1,208.37</u>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CENTURY PRINT & GRAPHICS	ENVELOPES	994.18
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	399.20
1 WAREHOUSE DIRECT	CREDIT MEMO	-32.51
		<u>INVOICES TOTAL: 1,360.87</u>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	38.66
		<u>INVOICES TOTAL: 38.66</u>

**534500-GROUNDS MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MIDWEST TRADING HORTICULTURAL	SEED PURCHASE	323.00
		<u>INVOICES TOTAL: 323.00</u>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMERICAN PUBLIC WORKS ASSOCIATION	FALL CONFERENCE REGISTRATION FEES	750.00
1 DANIEL DINGES	PWX CONFERENCE EXPENSES	49.00
1 BLAKE GRENLIE	PWX CONFERENCE EXPENSES	13.50
1 ILLINOIS SECTION AMERICAN WATER	2025 FALL REGULATORY/B GRENLIE	134.00
1 TYLER ISHAM	PWX CONFERENCE EXPENSES	403.94
1 NICK VECCHIONE	PWX CONFERENCE EXPENSES	11.00
		<u>INVOICES TOTAL: 1,361.44</u>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	190.40
		<u>INVOICES TOTAL: 190.40</u>

15,249.23

\*\* Indicates pre-issue check.

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**5090-WATER CAPITAL PROJECTS EXP**

**581031-LEAK SURVEY/REPAIR**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 WATER SERVICES CO	EMERGENCY LEAK DETECTION SERVICES	950.00
1 WATER SERVICES CO	EMERGENCY LEAK DETECTION SERVICES	500.00
	<u>INVOICES TOTAL:</u>	<u>1,450.00</u>

**1,450.00**

**5100-SEWER OPERATING EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE - AUG 2025	625.00
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	12.00
	<u>INVOICES TOTAL:</u>	<u>637.00</u>

**522720-PRINTING SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SEBIS DIRECT INC	AUGUST 2025 BILLING	720.38
	<u>INVOICES TOTAL:</u>	<u>720.38</u>

**522800-ANALYTICAL TESTING**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SUBURBAN LABORATORIES INC	SAMPLE TESTING	302.50
	<u>INVOICES TOTAL:</u>	<u>302.50</u>

**523401-ARCHITECTURAL/ENGINEERING SVC**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DEIGAN & ASSOCIATES LLC	BREWSTER CREEK ODORS	551.71
	<u>INVOICES TOTAL:</u>	<u>551.71</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	92.29
1 NEXAMP INC	ELECTRIC BILL	5,350.27
	<u>INVOICES TOTAL:</u>	<u>5,442.56</u>

**524210-SLUDGE REMOVAL**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SYNAGRO CENTRAL LLC	SLUDGE DISPOSAL	11,805.50
	<u>INVOICES TOTAL:</u>	<u>11,805.50</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HINCKLEY SPRING WATER CO	DISTILLED WATER	85.44

\*\* Indicates pre-issue check.

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1 MENARDS	MATERIALS & SUPPLIES	31.58
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	304.13
1 NORTH CENTRAL LABORATORIES	LAB SUPPLIES	1,069.99
1 PETROCHOICE LLC	MATERIALS & SUPPLIES	200.85
<u>INVOICES TOTAL:</u>		<u>1,691.99</u>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	21.97
<u>INVOICES TOTAL:</u>		<u>21.97</u>

**530160-SAFETY EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FIVE STAR SAFETY EQUIPMENT INC	SAFETY EQUIPMENT	149.80
<u>INVOICES TOTAL:</u>		<u>149.80</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
** 1 WEX BANK	FUEL PURCHASES - JULY 25	2,959.33
<u>INVOICES TOTAL:</u>		<u>2,959.33</u>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CENTRISYS CENTRIFUGE-SYSTEMS LLC	MAINTENANCE SUPPLIES	835.23
1 GRAINGER	MAINTENANCE SUPPLIES	354.86
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	137.23
1 KONICA MINOLTA BUSINESS	COPIER MAINTENANCE SERVICE	38.67
1 LIONHEART CRITICAL POWER	GENERATOR MAINTENANCE	4,327.00
<u>INVOICES TOTAL:</u>		<u>5,692.99</u>

**534500-GROUNDS MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	45.91
<u>INVOICES TOTAL:</u>		<u>45.91</u>

**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
2 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	46.92
<u>INVOICES TOTAL:</u>		<u>46.92</u>

**541600-PROFESSIONAL DEVELOPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMERICAN PUBLIC WORKS ASSOCIATION	FALL CONFERENCE REGISTRATION FEES	750.00
1 DANIEL DINGES	PWX CONFERENCE EXPENSES	49.00
1 TYLER ISHAM	PWX CONFERENCE EXPENSES	403.95
1 JOHN PULLIA	PWX CONFERENCE EXPENSES	101.64

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 1,304.59

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	190.40
** 1 PHYSICIANS IMMEDIATE CARE	PERSONNEL TESTING	376.00
		<u>INVOICES TOTAL: 566.40</u>

31,939.55

**510000-SEWER FUND**

**200504-FRWRD PAYABLE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FRWRD	KANE CTY SEWER TREATMENT 8/25	3,481.92
		<u>INVOICES TOTAL: 3,481.92</u>

3,481.92

**5190-SEWER CAPITAL PROJECTS EXP**

**582026-LIFT STATIONS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 TROTTER & ASSOCIATES INC	LIFT STATION REHAB PROJECT	13,152.50
		<u>INVOICES TOTAL: 13,152.50</u>

**582027-WWTP FACILITY IMPROVEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 STRAND ASSOCIATES INC	BITTERSWEET DR WRF-CONTRACT ADMIN	300.00
		<u>INVOICES TOTAL: 300.00</u>

13,452.50

**5200-PARKING OPERATING EXPENSES**

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	134.90
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	19.77
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	3.36
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	77.31
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	8.69
1 NEXAMP INC	ELECTRIC BILL	1,265.66
1 NICOR GAS	GAS BILL	54.55
		<u>INVOICES TOTAL: 1,564.24</u>

**529000-OTHER CONTRACTUAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CORNERSTONE LAND & LAWN INC	LANDSCAPE MAINTENANCE - AUG 2025	1,475.00

\*\* Indicates pre-issue check.

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INVOICES TOTAL: 1,475.00

3,039.24

**5500-GOLF PROGRAM EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	61.88
		<u>INVOICES TOTAL: 61.88</u>

**524100-BUILDING MAINTENANCE SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MOLTREE MECHANICAL	EQUIPMENT REPAIRS	550.80
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	848.20
		<u>INVOICES TOTAL: 1,399.00</u>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	CABLE SERVICE	447.88
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	4,033.46
1 NEXAMP INC	ELECTRIC BILL	62.67
		<u>INVOICES TOTAL: 4,544.01</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	687.57
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	892.62
		<u>INVOICES TOTAL: 1,580.19</u>

**534200-GOLF CART MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 NADLER GOLF CAR SALES INC	GOLF CART MAINTENANCE SUPPLIES	521.15
1 NADLER GOLF CAR SALES INC	GOLF CART REPAIRS	111.62
		<u>INVOICES TOTAL: 632.77</u>

**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	25.95
		<u>INVOICES TOTAL: 25.95</u>

8,243.80

**5510-GOLF MAINTENANCE EXPENSES**

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	1,344.48

\*\* Indicates pre-issue check.

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1 COMMONWEALTH EDISON CO	ELECTRIC BILL	17.85
		<u>INVOICES TOTAL: 1,362.33</u>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	231.50
		<u>INVOICES TOTAL: 231.50</u>

**530150-SMALL TOOLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	MAINTENANCE SUPPLIES	37.95
		<u>INVOICES TOTAL: 37.95</u>

**532000-AUTOMOTIVE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	687.57
1 MANSFIELD OIL COMPANY	GASOLINE PURCHASE	892.61
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	173.24
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	41.29
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	41.29
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	14.63
1 O'REILLY AUTOMOTIVE INC	MAINTENANCE SUPPLIES	93.35
1 O'REILLY AUTOMOTIVE INC	FINANCE CHARGE	6.09
		<u>INVOICES TOTAL: 1,950.07</u>

**534300-EQUIPMENT MAINTENANCE MATLS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 CAROL STREAM LAWN & POWER	MAINTENANCE MATERIALS	256.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	461.10
1 REINDERS INC	MAINTENANCE SUPPLIES	323.56
1 REINDERS INC	MAINTENANCE SUPPLIES	546.15
1 REINDERS INC	MAINTENANCE SUPPLIES	178.70
1 REINDERS INC	CREDIT MEMO	-308.24
1 REINDERS INC	MAINTENANCE SUPPLIES	43.01
1 REVELS TURF & TRACTOR LLC	MAINTENANCE SUPPLIES	219.61
		<u>INVOICES TOTAL: 1,719.89</u>

**534500-GROUNDS MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 JOHNSON CONTROLS SECURITY SOLUTIO	QUARTERLY BILLING	274.13
1 MIDWEST FIRST AID & SAFETY	FIRST AID SUPPLIES	102.53
1 REINDERS INC	MAINTENANCE SUPPLIES	35.23
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	604.22
1 SIMPLOT TURF & HORTICULTURE	MATERIALS & SUPPLIES	253.45
		<u>INVOICES TOTAL: 1,269.56</u>

\*\* Indicates pre-issue check.

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**534600-BUILDING MAINTENANCE MATERIALS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 RODRIGUEZ ROOFING CO INC	NEW ROOF ON WEATHER SHED	4,805.00
	<b>INVOICES TOTAL:</b>	<b>4,805.00</b>

**572000-BUILDING & GROUNDS IMPROVMNTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 DUPAGE TOPSOIL INC	GRAVEL PURCHASE	1,185.00
1 PAYNE SOD FARM INC	SOD PURCHASE	1,227.50
1 THELEN MATERIALS LLC	MAINTENANCE MATERIALS	3,143.95
1 THELEN MATERIALS LLC	MAINTENANCE MATERIALS	1,979.34
	<b>INVOICES TOTAL:</b>	<b>7,535.79</b>

**18,912.09**

**5560-GOLF RESTAURANT EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 A MAESTRANZI SONS	KNIFE SHARPENING	22.00
1 COMPLETE BAR SYSTEMS LLC	CLEAN BEER LINES	64.00
1 INDUSTRIAL STEAM CLEANING	EXHAUST SYSTEM/HOOD CLEANING	517.50
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	116.50
1 NADLER GOLF CAR SALES INC	CAFE LEASE AGREEMENT	700.00
	<b>INVOICES TOTAL:</b>	<b>1,420.00</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	672.24
	<b>INVOICES TOTAL:</b>	<b>672.24</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	200.00
1 GRECO AND SONS INC	FOOD PURCHASE	300.00
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	346.55
	<b>INVOICES TOTAL:</b>	<b>846.55</b>

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	546.32
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	264.78
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	642.93
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	111.54
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	250.37
1 EUCLID BEVERAGE LLC	BEER PURCHASE	258.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	70.00

\*\* Indicates pre-issue check.

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1 GORDON FOOD SERVICE INC	FOOD PURCHASE	600.00
1 GRECO AND SONS INC	FOOD PURCHASE	89.58
1 GRECO AND SONS INC	FOOD PURCHASE	150.87
1 TURANO BAKING COMPANY	FOOD PURCHASE	89.17
1 TURANO BAKING COMPANY	FOOD PURCHASE	56.42
<b>INVOICES TOTAL:</b>		<b>3,129.98</b>

**6,068.77**

**5570-GOLF BANQUET EXPENSES**

**522400-SERVICE AGREEMENTS**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALSCO	LINEN SERVICES	435.99
1 ALSCO	LINEN SERVICES	31.10
1 ALSCO	LINEN SERVICES	55.31
1 INDUSTRIAL STEAM CLEANING	EXHAUST SYSTEM/HOOD CLEANING	517.50
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	116.50
<b>INVOICES TOTAL:</b>		<b>1,156.40</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	672.24
<b>INVOICES TOTAL:</b>		<b>672.24</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	200.00
1 GRECO AND SONS INC	FOOD PURCHASE	300.00
1 MLA WHOLESALE INC	FLOWERS	137.75
1 MLA WHOLESALE INC	FLOWERS	80.75
1 SIGNARAMA	WEDDING BANNER	68.75
<b>INVOICES TOTAL:</b>		<b>787.25</b>

**532200-OFFICE SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	37.11
<b>INVOICES TOTAL:</b>		<b>37.11</b>

**534320-PURCHASES - FOOD & BEVERAGE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 THE BAKING INSTITUTE BAKERY CO	CAKE	342.99
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	546.32
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	385.00
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	205.00
1 EUCLID BEVERAGE LLC	BEER PURCHASE	70.00
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	4,855.30

\*\* Indicates pre-issue check.

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1 GRECO AND SONS INC	FOOD PURCHASE	89.59
1 GRECO AND SONS INC	FOOD PURCHASE	700.00
1 GRECO AND SONS INC	CREDIT MEMO	-19.13
1 IL GIARDINO DEL DOLCE INC	CAKE	137.00
<b>INVOICES TOTAL:</b>		<b>7,312.07</b>

**541600-PROFESSIONAL DEVELOPMENT**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 DUSTIN BROOKS	FOOD HANDLER COURSES FOR KITCHEN STAFF	30.00
<b>INVOICES TOTAL:</b>		<b>30.00</b>

9,995.07

**5580-GOLF MIDWAY EXPENSES**

**530100-MATERIALS & SUPPLIES**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	129.35
<b>INVOICES TOTAL:</b>		<b>129.35</b>

**534320-PURCHASES - FOOD & BEVERAGE**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 BREAKTHRU BEVERAGE ILLINOIS LLC	LIQUOR PURCHASE	809.00
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	370.00
1 CHRIST PANOS FOODS CORPORATION	FOOD PURCHASE	385.00
** 1 ELGIN BEVERAGE CO	BEER PURCHASE	43.65
1 EUCLID BEVERAGE LLC	BEER PURCHASE	539.66
1 EUCLID BEVERAGE LLC	BEER PURCHASE	684.14
1 GORDON FOOD SERVICE INC	FOOD PURCHASE	378.00
1 LAKESHORE BEVERAGE	BEER PURCHASE	338.72
1 LAKESHORE BEVERAGE	BEER PURCHASE	94.21
1 LAKESHORE BEVERAGE	BEER PURCHASE	109.56
<b>INVOICES TOTAL:</b>		<b>3,751.94</b>

3,881.29

**6000-CENTRAL SERVICES EXPENSES**

**522400-SERVICE AGREEMENTS**

<u>VENDOR</u>	<u>INVOICE DESCRIPTION</u>	<u>INVOICE AMOUNT</u>
1 GORDON FLESCH COMPANY INC	COPIER MAINTENANCE SERVICE	55.87
1 JOHNSON CONTROLS SECURITY SOLUTIO	QUARTERLY BILLING	222.00
1 JOHNSON CONTROLS SECURITY SOLUTIO	CREDIT MEMO	-11.10
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	453.00
1 MIDWEST MECHANICAL	MAINTENANCE AGREEMENT	3,570.00
1 NITECH FIRE & SECURITY INDUSTRIES I	BURGLAR ALARM MONITORING	123.45
<b>INVOICES TOTAL:</b>		<b>4,413.22</b>

\*\* Indicates pre-issue check.

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**524100-BUILDING MAINTENANCE SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALLEGIANT FIRE PROTECTION LLC	SERVICE CALL	990.00
1 MIDWEST MECHANICAL	EQUIPMENT REPAIRS	4,026.40
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	4,975.56
1 MULTISYSTEM MANAGEMENT COMPANY	JANITORIAL SERVICES	531.42
<b>INVOICES TOTAL:</b>		<b>10,523.38</b>

**524110-TELEPHONE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMCAST	INTERNET SERVICE	187.90
<b>INVOICES TOTAL:</b>		<b>187.90</b>

**524120-UTILITIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 COMMONWEALTH EDISON CO	ELECTRIC BILL	57.46
1 NEXAMP INC	ELECTRIC BILL	401.39
<b>INVOICES TOTAL:</b>		<b>458.85</b>

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ALBERTSONS - SAFEWAY	FOOD PURCHASE	287.95
1 AMAZON CAPITAL SERVICES INC	ICE MAKER	339.99
1 BATTERY SERVICE CORP	BATTERY	137.50
1 HOME DEPOT CREDIT SERVICES	MATERIALS & SUPPLIES	8.06
1 WAREHOUSE DIRECT	OFFICE SUPPLIES	592.02
1 WAREHOUSE DIRECT	MAINTENANCE SUPPLIES	268.66
1 WAREHOUSE DIRECT	MFOLD TOWELS	167.94
<b>INVOICES TOTAL:</b>		<b>1,802.12</b>

17,385.47

**6010-INFORMATION SYSTEMS**

**522700-COMPUTER SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 ESRI INC	ARCGIS ONLINE MOBILE WORKER ANNUAL SUBSC	107.67
1 HEARTLAND BUSINESS SYSTEMS LLC	ANNUAL MICROSOFT AGREEMENT	559.52
1 VC3 INC	MONTHLY SERVICE AGREEMENT	2,499.00
<b>INVOICES TOTAL:</b>		<b>3,166.19</b>

**524110-TELEPHONE**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 BLACK BOX NETWORK SERVICES	PHONE SYSTEM MAINT AGREEMENT	10,250.00
1 COMCAST	TELEPHONE BILL	4,529.46
1 T-MOBILE	TELEPHONE BILL	825.32

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
 DETAIL BOARD REPORT  
 INVOICES DUE ON/BEFORE 9/2/2025**

INVOICES TOTAL: 15,604.78

**530100-MATERIALS & SUPPLIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	STANDING DESK	161.49
		<u>INVOICES TOTAL: 161.49</u>

**546900-CONTINGENCIES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	KEYBOARD FOR AN IPAD	70.71
		<u>INVOICES TOTAL: 70.71</u>

**570100-MACHINERY & EQUIPMENT**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 AMAZON CAPITAL SERVICES INC	LAPTOP DOCKING STATIONS	845.91
1 AMAZON CAPITAL SERVICES INC	COMPUTER REPLACEMENT	8,792.00
1 AMAZON CAPITAL SERVICES INC	DOCKING STATION POWER SUPPLY	170.28
1 BLACK BOX NETWORK SERVICES	SERVER MIGRATION	1,125.00
1 DELL COMPUTER CORP	VLA WINDOW SERVER LICENSES AND CALS	7,632.56
		<u>INVOICES TOTAL: 18,565.75</u>

37,568.92

**7000-POLICE PENSION EXPENDITURES**

**529000-OTHER CONTRACTUAL SERVICES**

VENDOR	INVOICE DESCRIPTION	INVOICE AMOUNT
1 FOSTER & FOSTER INC	POL PEN ACTUARIAL REPORT	3,979.50
		<u>INVOICES TOTAL: 3,979.50</u>

3,979.50

**GRAND TOTAL: 382,408.13**

\*\* Indicates pre-issue check.

**VILLAGE OF BARTLETT  
DETAIL BOARD REPORT  
INVOICES DUE ON/BEFORE 9/2/2025**

GENERAL FUND	164,056.13
MOTOR FUEL TAX FUND	27,073.47
MUNICIPAL BUILDING FUND	9,600.00
DEVELOPER DEPOSITS FUND	2,000.00
LAKE ST TIF	5,031.18
WATER FUND	16,699.23
SEWER FUND	48,873.97
PARKING FUND	3,039.24
GOLF FUND	47,101.02
CENTRAL SERVICES FUND	54,954.39
POLICE PENSION FUND	3,979.50
<b>GRAND TOTAL</b>	<b>382,408.13</b>



**PLANNING AND DEVELOPMENT SERVICES MEMORANDUM**  
**25-54**

DATE: August 26, 2025  
TO: Paula Schumacher, Village Administrator  
FROM: Andrew Barna, Associate Planner *AB*  
RE: **(#25-06) AJB Polish Deli**

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**PETITIONER**

Jolanta Zajkowski

**SUBJECT SITE**

879 S. IL Route 59

**REQUEST**

Variation – Window Signage

**DISCUSSION**

1. The subject property is zoned B-3 Neighborhood Shopping District and is located within the Brewster Creek Shopping Center.
2. The petitioner is requesting a **variation** to allow full coverage window signage for their storefront windows.
3. Full coverage window signage is currently existing at the property and a code enforcement case was opened in March, 2025. 10-12-7C of Village of Bartlett Code of Ordinances states: *Permanent window signs must be confined to the glass of the window, shall not encroach upon the frame, mullions or other supporting features and shall not cover more than twenty five percent (25%) of the window area.*

**RECOMMENDATION**

1. The Planning and Zoning Commission held the required public hearing, reviewed the petitioner's request for a Variation and **recommended approval** at their meeting on July 3, 2025 based on the following findings of fact:

- A. 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 were carried out.
  - B. That conditions upon which the petition for 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.
  - C. That the purpose of the variation is not based exclusively upon a desire to make money out of the property.
  - D. That the alleged difficulty or hardship is caused by the provision of this Title and has not been created by any person presently having an interest in the property.
  - E. 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.
  - F. 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.
  - G. 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.
2. The Committee of the Whole reviewed the petitioner's requests at their meeting on **August 19, 2025**. The Committee forwarded the petition to the Village Board for a final vote.
3. The ordinance with exhibits is attached for your review.

ab/attachments

General – PDS Team\memos 2025\054\_AJBPolishSignage\_vb.docx

ORDINANCE 2025-\_\_\_\_\_

**AN ORDINANCE GRANTING A WINDOW SIGNAGE VARIATION  
FOR AJB POLISH DELI II, INC. AT 879 S. IL ROUTE 59**

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**WHEREAS**, Brewster Creek Limited Partnership (the “**Owner**”) is the owner of approximately 5.77 acres of land zoned B-3 Neighborhood Shopping District, located on Lot 2 of the Resubdivision of Lot 1 Brewster Creek Centre in the Village of Bartlett, legally described on **Exhibit A**, and is referred to herein as the “**Subject Property**”; and

**WHEREAS**, Jolanta Zajkowski (the “**Petitioner**”), has filed a petition (the “**Petition**”) for a variation to allow full coverage window signage for their storefront windows (the “**Variation**”), on the Subject Property; and

**WHEREAS**, the Owner of the Subject Property has consented to the Petition of Jolanta Zajkowski; and

**WHEREAS**, the Bartlett Planning & Zoning Commission reviewed the Petition and conducted the required public hearing with respect to the requested Variation on the Subject Property at its meeting on July 3, 2025 (Case #2025-06) and has recommended to the Corporate Authorities that the Variation to allow full coverage window signage be granted, subject to the findings of fact set forth in its report; and

**WHEREAS**, the Corporate Authorities have determined that it is in the public interest to grant the Variation recommended by the Planning & Zoning Commission based on its findings of fact set forth in its report and as more fully set forth in this Ordinance.

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois (the “Corporate Authorities”), pursuant to its home rule authority, as follows:

**SECTION ONE: Recitals.** The recitals listed above are incorporated into this Ordinance as if fully set forth in this Section 1.

**SECTION TWO: Findings of Fact.** Based in part on the conditions set forth in Section 4 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner’s application for approval of the Variation:

- A. 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 were carried out.

- B. That conditions upon which the petition for a Variation is based are unique to the property for which the variations are sought and are not applicable, generally, to other property within the same zoning classifications.
- C. That the purpose of the Variation is not based exclusively upon a desire to make money out of the property.
- D. That the alleged difficulty or hardship is caused by the provision of the Zoning Ordinance and has not been created by any person presently having an interest in the property.
- E. 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.
- F. That the 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.
- G. 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.

**SECTION THREE: Variation.** Pursuant to Section 10-13-6 of the Bartlett Zoning Ordinance, the Corporate Authorities hereby grant a Variation to allow full coverage window signage for the storefront windows at 879 S. IL Route 59 on the Subject Property.

**SECTION FOUR: Failure to Comply.** Upon the failure or refusal of the Petitioner or the Owner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approvals granted pursuant to this Ordinance (collectively, the "***Conditioned Approvals***"), will, at the sole discretion of the Corporate Authorities, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Corporate Authorities will not revoke the Conditioned Approvals unless it first provides the Petitioner and Owner with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Board of Trustees regarding the revocation. In the event of revocation, the development and use of the Property will be governed solely by the regulations of the B-3 Zoning District, as the same may, from time to time, be amended. Further, in the event of revocation, the Village Administrator and Village Attorney are authorized and directed to bring all zoning enforcement actions as may be appropriate under the circumstances. The Petitioner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section 4, and agrees not to challenge any revocation on the grounds of any

procedural infirmity or any denial of any procedural right, provided that the notice to the Petitioner required by this Section 4 is given.

**SECTION FIVE: 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 SIX: 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 SEVEN: Effective Date.** This Ordinance shall be in full force and effect after its passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**PASSED:** September 2, 2025

**APPROVED:** September 2, 2025

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Daniel H. Gunsteen, Village President

**ATTEST:**

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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 2025-\_\_\_\_\_ enacted on September 2, 2025, and approved on September 2, 2025, as the same appears from the official records of the Village of Bartlett.

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Lorna Giles, Village Clerk

**Exhibit A**

**Legal Description:**

LOT 2 IN THE RESUBDIVISION OF LOT 1 IN BREWSTER CREEK CENTRE AND CONSOLIDATION BEING A SUBDIVISION OF PART OF THE SOUTHEAST  $\frac{1}{4}$  OF SECTION 4, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, ACCORDING TO THE PLAT THEREOF RECORDED DECEMBER 23, 2013 AS DOCUMENT R2013-168246, IN DU PAGE COUNTY, ILLINOIS, EXCEPTING THEREFROM THAT PART TAKEN BY THE DEPARTMENT OF TRANSPORTATION OF THE STATE OF ILLINOIS IN CASE NO. 20116ED15, AS SET FORTH IN ORDER VESTING TITLE RECORDED MARCH 9, 2017 AS DOCUMENT R2017-034504 AND ORDER VESTING TITLE RECORDED JULY 19, 2019 AS DOCUMENT R2019-060129.

PIN: 01-04-402-058

Common Address: 879 S. Illinois Route 59, Bartlett, IL, 60103



# Agenda Item Executive Summary

AGENDA ITEM: #2024-18 Kiddie Academy

BOARD OR COMMITTEE: Board

## BUDGET IMPACT

Amount N/A

Budgeted N/A

Fund: N/A

Corresponding Activity Measure: P&Z review

## EXECUTIVE SUMMARY

The petitioner is requesting a **Preliminary/Final Plat of Subdivision** for the northeast corner of Fairfax Lane and Army Trail Road. The petitioner is also requesting **site plan approval, variations** to allow parking in the setbacks and a **special use permit** for height to allow the construction of a Kiddie Academy daycare facility on Lot 1.

The petitioner intends to market lot 2 for future development. Stormwater detention is provided on lot 3 for both lots 1 and 2.

The Planning & Zoning Commission conducted the public hearing at their August 7, 2025 meeting and recommended approval of the petitioner's requests.

The Committee of the Whole reviewed the P&Z Commission recommendation at their August 19, 2025 meeting and forwarded the petition on to the Village Board for a final vote.

## ATTACHMENTS (PLEASE LIST)

PDS memo, ordinance with exhibits

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Work to improve business profile in the village

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

For Discussion Only

Resolution

Ordinance - Move to approve Ordinance 2025-\_\_\_ An Ordinance Approving a Preliminary/Final Plat of Subdivision, a Special Use Permit, Variations, and a Site Plan for the Kiddie Academy Subdivision

Motion

Staff: Kristy Stone, PDS Director

Date: August 25, 2025

**PLANNING & DEVELOPMENT SERVICES MEMORANDUM**

**25-055**

DATE: August 26, 2025  
TO: Paula Schumacher, Village Administrator  
FROM: Brian Krause, Associate Planner *BK*  
RE: **(#24-18) Kiddie Academy**

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**PETITIONER**

Adam Bell

**SUBJECT SITE**

1380 W Army Trail Rd

**REQUESTS**

Preliminary/Final Plat of Subdivision  
Site Plan approval  
Variation to allow parking in the front and side yard  
Variation to eliminate perimeter landscaping on western property line of Lot 1  
Special use permit for building height

**SURROUNDING LAND USES**

	<b><u>Land Use</u></b>	<b><u>Comprehensive Plan</u></b>	<b><u>Zoning</u></b>
<b>Subject Site</b>	<b>Vacant</b>	<b>Commercial</b>	<b>B-2 PUD</b>
North	Residential – Multi Family	Attached Residential	PD
South	Residential – Single Family*	Suburban Residential*	R-3*
East	Industrial / Commercial**	Civic, Parks / Commercial**	L-1 / B-2**
West	Residential – Single Family	Suburban Residential	PD

\*Carol Stream

\*\*Hanover Park

## ZONING HISTORY

The subject property is zoned B-2 PUD and is located at the northeast corner of Army Trail Rd and Fairfax Ln.

The subject property was annexed in 1973 and rezoned to the B-2 District by Ordinance 1984-67. In 2002, Ordinance #2002-75 granted a special use permit and a site plan approval for a car wash and automotive service station, but this project was never built.

## CURRENT DISCUSSION

1. The petitioner is requesting a **Preliminary/Final Plat of Subdivision** of 1380 W Army Trail Rd to resubdivide the parcel into three (3) lots. A new day care facility building is proposed for Lot 1, for which **site plan approval** is requested. Lot 3 provides detention for the site and Lot 2 may be developed in the future.
2. A **variation** is requested to allow for the parking lot to extend into the front and side yards (the south and west property line setbacks) of Lot 1. An additional **variation** is requested to eliminate the landscaping requirement along the side (west) property line of Lot 1, to allow a drive aisle directly along the property line.
3. A **special use permit** for building height is also requested. The maximum allowable height in the B-2 PUD zoning district is 25 feet. The proposed day care center elevations label the average roof peak as 31 feet, 6 inches.
4. The proposed 10,522 square foot daycare include a south facing entry door, with 5 classrooms behind a 4 foot fence that encloses each of the classrooms.
5. The elevations include a stone veneer base, decorative wall sconces, and stone columns by the entrances and corners of the building. The rear elevation matches this style, and includes rooftop mechanicals that are properly screened from view.
6. The daycare facility, operated by Kiddie Academy, is proposed to have 30 employees, with an enrollment of 160 students. Drop-off times are 7:00am – 8:30am, and pick-up times are 4:00pm-5:30pm.
7. The proposed site has two access points, one full access onto Fairfax Lane on the west, and one on the east side to a private drive owned by the Village of Hanover Park. Hanover Park must approve an access easement connecting the eastern curb cut to Army Trail Road, and it will need to be granted and recorded as a condition of approval. An approval letter from the Hanover Park Public Works Department has been attached.

8. The Zoning Ordinance requires 1 parking space per employee for daycare centers. A total of 35 parking spaces are provided, exceeding the projected requirement of 30 spaces.
9. A 6 foot wooden privacy fence is proposed along the north property line of Lot 3. An additional split rail fence has been added along the west property line of Lot 3, between the detention basin and the sidewalk along Fairfax Lane. A 6 foot fence is proposed around the proposed playground on Lot 1. This is in addition to a 4 foot fence that surrounds the daycare center on Lot 1.

### **RECOMMENDATION**

1. The Staff recommends **approval** of the petitioner's requests for site plan approval, preliminary/final plat of subdivision, and a Special Use Permit for building height.
  - A. The Preliminary/Final Plat of Subdivision shall be recorded prior to the issuance of any building permit;
  - B. Village Engineer approval of the engineering plans;
  - C. Building permits shall be required for all construction activities;
  - D. Planning and Development Services approval of the landscape and photometric plan;
  - E. Landscaping must be installed within one year of the issuance of a building permit;
  - F. If landscaping cannot be installed at the time of construction, a landscape estimate shall be submitted to the Planning & Development Services department for review and approval by the Village Forester and a bond posted in the approved amount for its future installation;
  - G. All proposed signage shall require permits and approval from the Planning & Development Services Department prior to installation;
  - H. Dumpsters shall be located behind a solid gate;
  - I. Any required Public Improvement Completion Agreement and associated bonds shall be submitted for review and approval by the Village Attorney.
  - J. An access easement on the neighboring roadway at the eastern curb cut, owned by Hanover Park, must be submitted and recorded prior to the issuance of any permit.
  - K. All proposed signage shall require permits and approval from the Planning and Development Services Department prior to installation.
  - L. Building permits shall be required for all construction activities, and this Ordinance does not authorize the commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind may be commenced on the Subject Property pursuant to the approvals granted by this Ordinance unless and until all condition of this Ordinance precedent to that work have been fulfilled and after all permits, approvals, and other authorizations for the work have been properly applied for, paid for, and granted in accordance with all applicable laws and regulations.

- M. Upon submittal of an application for issuance of a building permit, the Owner shall pay \$0.50 per square foot for commercial buildings to the Municipal Building Fund.
- N. The Barlett Zoning Ordinance, the Subdivision Ordinance, Village building codes, and all other applicable Village ordinances and regulations shall continue to apply to the Subject Property, and the development and use of the Subject Property must comply with all laws and regulations of the Village and all other federal, state, and local governments and agencies having jurisdiction.
- O. **Findings of Fact** (Special Permit for building height):
  - i. 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 the public convenience and will contribute to the general welfare of the neighborhood or community;
  - ii. 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;
  - iii. That the special use shall conform to the regulations and conditions specified in this title for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.
- P. **Findings of Fact** (Site Plan):
  - i. That the proposed development on the Subject Property is a permitted use in the proposed B-3 PUD Zoning District;
  - ii. That the proposed development on the Subject Property and the proposed improvements, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;
  - iii. That the vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient, and convenient movement of traffic not only within the site but on adjacent roadways as well;
  - iv. That the site plan provides for the safe movement of pedestrians within the site;
  - v. That there is a sufficient mixture of grass, trees, and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking, or access ways shall be landscaped with a mixture of grass, trees, and shrubs.
- Q. **Findings of Fact** (Variation)
  - i. 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 were carried out.
  - ii. That conditions upon which the petition for 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.
- iii. That the purpose of the variation is not based exclusively upon a desire to make money out of the property.
  - iv. That the alleged difficulty or hardship is caused by the provision of this Title and has not been created by any person presently having an interest in the property.
  - v. 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.
  - vi. 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.
  - vii. 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.
2. The Planning and Zoning Commission held the required public hearing, reviewed the petitioner's requests for Preliminary/Final Plat of Subdivision, Site Plan, Variations, and Special Use Permit and **recommended approval** at their meeting on August 7, 2025 based the above conditions and findings of fact.
  3. After hearing public testimony at the Planning and Zoning Commission meeting, the applicant agreed to include an additional sign at the Fairfax Ln curb cut that reads "Do Not Block Intersection". In addition, a memo regarding the projected traffic for the proposed site has been added to the application packet.
  4. The Committee of the Whole reviewed the petitioner's requests at their meeting on **August 19, 2025**. The Committee forwarded the petition to the Village Board for a final vote.
  5. The ordinance with exhibits is attached for your review.

ORDINANCE 2025 - \_\_\_\_\_

**AN ORDINANCE APPROVING A PRELIMINARY/FINAL PLAT OF  
SUBDIVISION, A SPECIAL USE PERMIT, VARIATIONS, AND A SITE PLAN  
FOR THE KIDDIE ACADEMY SUBDIVISION**

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**WHEREAS**, Core Ventures, LLC, an Illinois limited liability company (the "**Petitioner**") is the contract purchaser of approximately 2.5 acres of land located at the 1380 West Army Trail Road in the Village of Bartlett ("**Village**"), legally described on **Exhibit A**, and zoned B-2 PUD District, which is referred to herein as the "**Subject Property**"; and

**WHEREAS**, the Subject Property is currently owned by Old Second National Bank, as successor by merger to West Suburban Bank (the "**Owner**"); and

**WHEREAS**, Petitioner seeks to subdivide the Subject Property into three separate lots to facilitate (1) the development of a daycare facility on Lot 1; (2) the reservation of Lot 2 for future development under the B-2 PUD District; and (3) the use of Lot 3 as a stormwater detention area; and

**WHEREAS**, Petitioner, with the permission of the Owner, has filed a petition requesting the approval of (1) a Preliminary and Final Plat of Subdivision to subdivide the Subject Property into 3 lots; (2) a Special Use Permit to increase the maximum allowable height in the B-2 PUD District to 31.6 feet; 3) a variation to allow for the parking lot on Lot 1 to extend into the front and side yard setbacks; (4) a variation to eliminate the landscaping requirement along the west property line of Lot 1 and allow a drive aisle directly abutting the property line; and (5) site plan approval for the development of Lot 1 with a day care facility (collectively, the "**Petition**"); and

**WHEREAS**, on August 7, 2025, pursuant to proper notice, the Village Planning and Zoning Commission conducted a public hearing and reviewed the Petition, and has recommended to the Corporate Authorities that the Petition be granted, subject to the conditions and findings of fact set forth in its report; and

**WHEREAS**, the Corporate Authorities have considered the recommendation of the Bartlett Planning and Zoning Commission and have determined that it is in the public interest of the Village and its residents to approve the Petition, subject to the terms and conditions set forth in this Ordinance.

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

**Section 1. Recitals.** The recitals listed above are incorporated into this Ordinance as if fully set forth in this Section 1.

**Section 2. Findings of Fact.**

A. Special Use Permit. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application for a Special Use Permit to increase the maximum allowable height in the B-2 PUD District to 31.6 feet:

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 the public convenience and will contribute to the general welfare of the neighborhood or community;
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;
3. That the special use shall conform to the regulations and conditions specified in this title for such use and with the stipulations and conditions made a part of the authorization granted by the Village Board of Trustees.

B. Variations. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application for approval of a variation to allow for the parking lot on Lot 1 to extend into the front and side yard setbacks and a variation to eliminate the landscaping requirement along the west property line of Lot 1 and allow a drive aisle directly abutting the property line:

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

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.
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.
7. That the granting of the variation 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.

C. Site Plan. Based in part on the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities make the following findings of fact regarding the Petitioner's application for approval of the Site Plan for Lot 1 of the Subject Property:

1. The proposed development on the Subject Property of a daycare facility is a permitted use in the B-2 PUD Zoning District;
2. The proposed development on the Subject Property and the proposed improvements, off-street parking, access, lighting, landscaping, and drainage is compatible with adjacent land uses;
3. The vehicular ingress and egress to and from the site and circulation within the site provides for safe, efficient and convenient movement of traffic not only within the site but on adjacent roadways as well;
4. The site plan provides for the safe movement of pedestrians within the site;
5. There is a sufficient mixture of grass, trees, and shrubs within the interior and perimeter (including public right-of-way) of the site so that the proposed development will be in harmony with adjacent land uses. Any part of the site plan area not used for buildings, structures, parking, or access ways shall be landscaped with a mixture of grass, trees, and shrubs; and
6. That all trash enclosures and outdoor storage areas are, or will be, screened and are, or will be, in accordance with standards specified in this Ordinance and the Bartlett Zoning Ordinance.

**Section 3. Preliminary/Final Plat of Subdivision**. The Preliminary/Final Plat of Subdivision for the Subject Property, entitled "Final Plat of Kiddie Academy Subdivision," prepared by Manhard Consulting, with a final revision date of July 14, 2025,

(*Final Plat of Subdivision*)” attached hereto as **Exhibit B**, is hereby approved, subject to the required revisions and conditions contained in Section 8 of this Ordinance.

**Section 4. Special Use Permit.** Pursuant to Section 10-13-9 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve the issuance of a special use permit to the Petitioner to allow for an increase in the maximum allowable height in the B-2 PUD District to 31.6 feet for the day care facility on Lot 1.

**Section 5. Variation from Section 10-6B-7.** Pursuant to Section 10-13-6 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve a variation from Section 10-6B-7 of the Bartlett Zoning Ordinance to allow for the parking lot on Lot 1 to extend into the required 40 foot front yard setback by 20 feet and extend into the 15 foot required side yard setback by 15 feet.

**Section 6. Variation from Section 10-11A-4.** Pursuant to Section 10-13-6 of the Bartlett Zoning Ordinance, and subject to the conditions set forth in Section 8 of this Ordinance, the Corporate Authorities hereby approve a variation from Section 10-11A-4 of the Bartlett Zoning Ordinance to eliminate the landscaping requirement along the west property line of Lot 1 and allow a drive aisle directly abutting the property line.

**Section 7. Site Plan.** The Site Plan for Lot 1, prepared by PFDA Architects, Inc., with a latest revision date of July 1, 2025, attached hereto as **Exhibit C**, is hereby approved, subject to the conditions contained in Section 8 of this Ordinance.

**Section 8. Conditions.** The approvals granted pursuant to this Ordinance shall be and are hereby expressly subject to and contingent upon each of the following terms, conditions, and restrictions, the violation of any of which shall, in the sole discretion of the Corporate Authorities, invalidate the approvals granted in this Ordinance:

- A. The Preliminary/Final Plat of Subdivision, as revised according to this Section 8, shall be recorded prior to the issuance of any building permit.
- B. Village Engineer approval of the engineering plans.
- C. Building permits shall be required for all construction activities, and this Ordinance does not authorize the commencement of any work on the Subject Property. Except as otherwise specifically provided in writing in advance by the Village, no work of any kind may be commenced on the Subject Property pursuant to the approvals granted by this Ordinance unless and until all conditions of this Ordinance precedent to that work have been fulfilled and after all permits, approvals, and other authorizations for the work have been properly applied for, paid for, and granted in accordance with all applicable laws and regulations.

- D. Planning and Development Services approval of the landscape and photometric plan.
- E. Landscaping must be installed within one year of the issuance of a building permit.
- F. If landscaping cannot be installed at the time of construction, a landscape estimate shall be submitted to the Planning and Development Services department for review and approval by the Village Forester and a bond posted in the approved amount for its future installation.
- G. All proposed signage shall require permits and approval from the Planning and Development Services Department prior to installation.
- H. Dumpsters shall be located behind a solid gate.
- I. Any required Public Improvement Completion Agreement and associated bonds shall be submitted for review and approval by the Village Attorney.
- J. Upon submittal of an application for issuance of a building permit for Lot 1 or Lot 2, the owner of that lot shall pay \$0.50 per square foot for commercial buildings to the Municipal Building Fund.
- K. The Bartlett Zoning Ordinance, the Subdivision Ordinance, Village building codes, and all other applicable Village ordinances and regulations shall continue to apply to the Subject Property, and the development and use of the Subject Property must comply with all laws and regulations of the Village and all other federal, state, and local governments and agencies having jurisdiction.
- L. The development, maintenance, and use of the Subject Property must be in substantial compliance with the Final Plat of Subdivision attached as Exhibit B, the Site Plan attached as Exhibit C, the elevations attached hereto as Exhibit D, and the final engineering, landscape, design, and fencing plans as approved by the Village Engineer and Planning and Development Services Department, except for minor changes to such plans as approved by the Director of Planning and Development Services and the Village Engineer.
- M. An access easement on the neighboring roadway at the eastern curb cut, owned by Hanover Park, must be submitted and recorded prior to the issuance of any permit.
- N. The Petitioner must add a sign at the Fairfax Lane curb cut that reads "Do Not Block Intersection."

- O. A copy of the Declaration of Conditions, Covenants, and Restrictions establishing an owners' association for the Subject Property, including, but not limited to, maintenance obligations for Lot 3, must be submitted to the Village for review and approval prior to recording of the Final Plat of Subdivision.
- P. The Final Plat of Subdivision is subject to (1) revisions to the stormwater management easement provisions as approved by the Village Attorney; and (2) revisions to establish the final dimensions of the access easement to the neighboring roadway at the eastern curb cut owned by Hanover Park.

**Section 9. Failure to Comply.** Upon failure or refusal of the Petitioner to comply with any or all of the conditions, restrictions, or provisions of this Ordinance, the approvals granted pursuant to this Ordinance (collectively, the "**Conditioned Approvals**"), will, at the sole discretion of the Corporate Authorities, by ordinance duly adopted, be revoked and become null and void; provided, however, that the Corporate Authorities will not revoke the Conditioned Approvals unless it first provides the Petitioner with two months advance written notice of the reasons for revocation and an opportunity to be heard at a regular meeting of the Village Board of Trustees regarding the revocation. In the event of revocation, the development and use of the Property will be governed solely by the regulations of the B-2 (PUD) Zoning District, as the same may, from time to time, be amended. Further, in the event of revocation, the Village Administrator and Village Attorney are authorized and directed to bring all zoning enforcement actions as may be appropriate under the circumstances. The Petitioner acknowledges that public notices and hearings have been held with respect to the adoption of this Ordinance, have considered the possibility of the revocation provided for in this Section 9, and agrees not to challenge any revocation on the grounds of any procedural infirmity or any denial of any procedural right, provided that the notice to the Petitioner required by this Section 9 is given.

**Section 10. Severability.** In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

**Section 11. 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 12. Effective Date.** This Ordinance shall be in full force and effect after its passage and approval according to law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, 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 2025 - \_\_\_\_\_ enacted on September 2, 2025, and approved on September 2, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**EXHIBIT A**

*Legal Description of the Subject Property*

THAT PART OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF FAIRFAX COMMONS CONDOMINIUMS (RECORDED AS DOCUMENT NUMBER R96-143113); THENCE SOUTH 02 DEGREES 47 MINUTES 15 SECONDS EAST, ALONG THE EAST LINE OF SAID FAIRFAX COMMONS CONDOMINIUM EXTENDED, 290.95 FEET TO THE NORTH RIGHT OF WAY LINE OF ARMY TRAIL ROAD (AS DEDICATED BY DOCUMENT NUMBER 453487); THENCE WEST ALONG SAID NORTH RIGHT OF WAY LINE OF ARMY TRAIL ROAD, BEING A CURVE, CONCAVE NORTHERLY, HAVING A RADIUS OF 9499.34 FEET, AN ARC DISTANCE OF 407.28 FEET AND A CHORD BEARING NORTH 81 DEGREES 41 MINUTES 32 SECONDS WEST, TO THE EAST RIGHT OF WAY LINE OF FAIRFAX LANE (AS DEDICATED BY DOCUMENT NUMBER R90-048763); THENCE NORTH 09 DEGREES 55 MINUTES 27 SECONDS EAST, ALONG SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 245.64 FEET; THENCE CONTINUING ALONG SAID EAST RIGHT OF WAY LINE, BEING A TANGENT CURVE, CONCAVE EASTERLY, HAVING A RADIUS OF 150.00 FEET, AN ARC DISTANCE OF 48.05 FEET AND A CHORD BEARING NORTH 19 DEGREES 06 MINUTES 10 SECONDS EAST; THENCE CONTINUING ALONG SAID EAST RIGHT OF WAY LINE, NORTH 28 DEGREES 16 MINUTES 47 SECONDS EAST, TANGENT TO THE LAST DESCRIBED COURSE, 6.62 FEET TO THE SOUTH LINE OF SAID FAIRFAX COMMONS CONDOMINIUMS; THENCE SOUTH 61 DEGREES 43 MINUTES 13 SECONDS EAST, ALONG SAID SOUTH LINE, A DISTANCE OF 101.15 FEET; THENCE CONTINUING ALONG SAID SOUTH LINE, SOUTH 86 DEGREES 48 MINUTES 24 SECONDS EAST, 238.99 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART LYING NORTH OF THE NORTH LINE OF PROPERTY DESCRIBED BY TRUSTEE'S DEED RECORDED MAY 11, 1989 AS DOCUMENT NUMBER R89-055509, IN DUPAGE COUNTY, ILLINOIS.

PINs: 01-23-200-016  
01-23-200-022

**EXHIBIT B**

*Final Plat of Kiddie Academy Subdivision*





OWNER'S AND SCHOOL DISTRICT CERTIFICATE

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

THIS IS TO CERTIFY THAT THE UNDERSIGNED IS (ARE) THE LEGAL OWNER(S) OF THE LAND DESCRIBED ON THE SUBJECT PLAT, AND HAS (HAVE) CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES HEREIN SET FORTH.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

OWNER(S)

NOTARY'S CERTIFICATE

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

I HEREBY CERTIFY THAT \_\_\_\_\_ WHOSE NAME(S) IS (ARE) SUBSCRIBED IN THE FOREGOING CERTIFICATE IS (ARE) KNOWN TO ME AS SUCH OWNER(S).

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

OWNER'S CERTIFICATE (TRUST)

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

THIS IS TO CERTIFY THAT \_\_\_\_\_ (and) \_\_\_\_\_ AS TRUSTEE(S) UNDER TRUST AGREEMENT NO. \_\_\_\_\_ AND NOT PERSONALLY, IS (ARE) THE OWNER(S) OF THE PROPERTY DESCRIBED ON THE SUBJECT PLAT AND HAS CAUSED THE SAME TO BE SURVEYED AND SUBDIVIDED AS INDICATED THEREON, FOR THE USES AND PURPOSES HEREIN SET FORTH, AND DOES (DO) HEREBY ACKNOWLEDGE AND ADAPT THE SAME UNDER THE STYLE AND TITLE THEREON INDICATED DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: NAME & TITLE (and) NAME & TITLE

ATTEST: NAME & TITLE

NOTARY CERTIFICATE

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

I HEREBY CERTIFY THAT \_\_\_\_\_ (and) \_\_\_\_\_ PERSONALLY KNOWN TO ME TO BE THE SAME PERSON(S) WHOSE NAME(S) IS (ARE) SUBSCRIBED TO THE FOREGOING INSTRUMENT, ACKNOWLEDGED THAT HE/SHE (THEY) SIGNED AND DELIVERED THE INSTRUMENT AS \_\_\_\_\_ OF SAID \_\_\_\_\_

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

ATTEST: NAME & TITLE

OWNER'S CERTIFICATE (INGRESS AND EGRESS EASEMENT)

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

THIS IS TO CERTIFY THAT HANOVER PARK IS THE LEGAL OWNER OF THE LAND IN WHICH THE INGRESS AND EGRESS EASEMENT DEPICTED HEREON LIES, AND APPROVES AND ACCEPTS THE GRANTING OF SAID EASEMENT AND ITS PROVISIONS.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

OWNER: NAME & TITLE

NOTARY'S CERTIFICATE

STATE OF \_\_\_\_\_ } SS
COUNTY OF \_\_\_\_\_ }

I HEREBY CERTIFY THAT \_\_\_\_\_ WHOSE NAME(S) IS (ARE) SUBSCRIBED IN THE FOREGOING CERTIFICATE IS (ARE) KNOWN TO ME AS SUCH OWNER(S).

GIVEN UNDER MY HAND AND NOTARIAL SEAL THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

NOTARY PUBLIC

MY COMMISSION EXPIRES \_\_\_\_\_

FINAL PLAT OF KIDDIE ACADEMY SUBDIVISION

BEING A SUBDIVISION OF THAT PART OF THE NORTHEAST QUARTER OF SECTION 23, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, IN DUPAGE COUNTY, ILLINOIS

VILLAGE OF BARTLETT CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

APPROVED AND ACCEPTED BY THE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF BARTLETT, COOK, DUPAGE AND KANE COUNTIES, ILLINOIS, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: VILLAGE PRESIDENT

ATTEST: VILLAGE CLERK

PLANNING AND ZONING COMMISSION CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

REVIEWED BY THE PLAN COMMISSION OF THE VILLAGE OF BARTLETT, COOK, DUPAGE, AND KANE COUNTIES, ILLINOIS THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: PLANNING AND ZONING COMMISSION CHAIRMAN

ATTEST: PLANNING AND ZONING COMMISSION SECRETARY

VILLAGE TREASURER CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

I, \_\_\_\_\_ TREASURER FOR THE VILLAGE OF BARTLETT, COOK, DUPAGE AND KANE COUNTIES, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT OR UNPAID CURRENT OR FORFEITED SPECIAL ASSESSMENTS OR ANY DEFERRED INSTALLMENTS THEREOF THAT HAVE BEEN APPORTIONED AGAINST THE TRACT OF LAND INCLUDED ON THE SUBJECT PLAT.

BY: VILLAGE TREASURER

VILLAGE ENGINEER'S CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

I, \_\_\_\_\_ VILLAGE ENGINEER OF THE VILLAGE OF BARTLETT, COOK, DUPAGE AND KANE COUNTIES, ILLINOIS, CERTIFY THAT THE LAND IMPROVEMENTS FOR THE SUBJECT PLATTED AREA AS DESCRIBED IN THE PLANS AND SPECIFICATIONS \_\_\_\_\_

TITLE DATED \_\_\_\_\_ LASTEST REVISED PREPARED BY \_\_\_\_\_ MEET THE MINIMUM REQUIREMENTS OF THE VILLAGE OF BARTLETT DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: VILLAGE ENGINEER

UTILITY EASEMENTS APPROVE AND ACCEPTED

COMMONWEALTH EDISON

SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ TITLE \_\_\_\_\_

SBC SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ TITLE \_\_\_\_\_

NECOB SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ TITLE \_\_\_\_\_

COMCAST SIGNATURE \_\_\_\_\_ DATE \_\_\_\_\_

PRINTED NAME \_\_\_\_\_ TITLE \_\_\_\_\_

COUNTY HIGHWAY CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

THIS PLAT HAS BEEN APPROVED BY THE \_\_\_\_\_ WITH RESPECT TO ROADWAY ACCESS TO COUNTY HIGHWAY \_\_\_\_\_ (Number) \_\_\_\_\_ (Street Name) \_\_\_\_\_

PURSUANT TO 785 ILCS 205/2, HOWEVER, A HIGHWAY PERMIT FOR ACCESS IS REQUIRED OF THE OWNER OF THE PROPERTY PRIOR TO CONSTRUCTION WITHIN THE COUNTY RIGHT OF WAY.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: COUNTY ENGINEER

COUNTY CLERK CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

I, \_\_\_\_\_ COUNTY CLERK OF \_\_\_\_\_ COUNTY, ILLINOIS, DO HEREBY CERTIFY THAT THERE ARE NO DELINQUENT GENERAL TAXES, NO UNPAID CURRENT GENERAL TAXES, NO UNPAID FORFEITED TAXES, AND NO REDUCEABLE TAX SALES AGAINST ANY OF THE LAND INCLUDED IN THE SUBJECT PLAT.

I FURTHER CERTIFY THAT I HAVE RECEIVED ALL STATUTORY FEES IN CONNECTION WITH THE SUBJECT PLAT.

GIVEN UNDER MY HAND AND SEAL AT \_\_\_\_\_ DUPAGE COUNTY, ILLINOIS THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: COUNTY CLERK

SURFACE WATER STATEMENT

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

WE HEREBY CERTIFY THAT THE TOPOGRAPHICAL AND PROFILE STUDIES REQUIRED BY THE ILLINOIS PLAT ACT, ILLINOIS REVISED STATUTES, CHAPTER 109, 2 ET SEQ. AS NOW OR HEREAFTER AMENDED, HAVE BEEN FILED WITH THE VILLAGE OF BARTLETT, COOK, DUPAGE AND KANE COUNTIES, ILLINOIS, AND TO THE BEST OF OUR KNOWLEDGE AND BELIEF THE DRAINAGE OR SURFACE WATERS WILL NOT BE CHANGED BY THE CONSTRUCTION OF SUCH SUBDIVISION OR ANY PART THEREOF, OR THAT IF SUCH SURFACE WATER DRAINAGE WILL BE CHANGED, REASONABLE PROVISION HAS BEEN MADE FOR COLLECTION AND DIVERSION OF SUCH SURFACE WATERS INTO PUBLIC AREAS, OR DRAINS WHICH THE SUBDIVIDER HAS A RIGHT TO USE, AND THAT SUCH SURFACE WATERS WILL BE PLANNED FOR IN ACCORDANCE WITH GENERALLY ACCEPTED ENGINEERING PRACTICES SO AS TO REDUCE THE LIKELIHOOD OF DAMAGE TO THE ADJOINING PROPERTIES BECAUSE OF THE CONSTRUCTION OF THE SUBDIVISION.

DATED AT \_\_\_\_\_ ILLINOIS, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

REGISTERED PROFESSIONAL ENGINEER

OWNER(S) OR DULY AUTHORIZED ATTORNEY

RECORDER'S CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

THIS INSTRUMENT HAS BEEN FILED FOR RECORD IN THE RECORDER'S OFFICE OF DUPAGE COUNTY, ILLINOIS, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_ AT \_\_\_\_\_ O'CLOCK \_\_\_\_\_ M. AND RECORDED IN MAP BOOK \_\_\_\_\_ PAGE \_\_\_\_\_ AS DOCUMENT NO. \_\_\_\_\_

DATED AT LOWBAR, ILLINOIS, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

BY: COUNTY RECORDER

SURVEYOR'S NOTES

- 1. THIS SUBDIVISION CONSISTS OF LOTS 1 AND 2 AND ARE PART OF AN INTEGRAL MAPPING SYSTEM TO EMBRACE ALL OF HANOVER PARK SUBDIVISION.
2. DISTANCES ARE MARKED IN FEET AND DECIMAL PLACES THEREOF. NO DIMENSION SHALL BE ASSUMED BY SCALE MEASUREMENT HEREON. DISTANCES AND/OR BEARINGS SHOWN IN PARENTHESES (FOR E.G.) ARE RECORD OR DEED VALUES.
3. THIS SUBDIVISION MAY BE SUBJECT TO MATTERS OF TITLE, WHICH MAY BE REVEALED BY A CURRENT TITLE REPORT. THE EXISTING EASEMENTS, SETBACKS AND OTHER RESTRICTIONS WHICH MAY BE FOUND IN A CURRENT TITLE REPORT, LOCAL ORDINANCES, DEEDS OR OTHER INSTRUMENTS OF RECORD MAY NOT BE SHOWN.
4. THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY, MANHOLE CONSULTING, I/O, IS A PROFESSIONAL DESIGN FIRM, REGISTRATION NUMBER 184003350, EXPIRES APRIL 30, 2025.

PERMISSION TO RECORD

STATE OF ILLINOIS } SS
COUNTY OF \_\_\_\_\_ }

I, CHRISTOPHER J. MANHARD, AN ILLINOIS PROFESSIONAL LAND SURVEYOR, HEREBY GIVE PERMISSION TO THE OWNER(S) HEREIN TO RECORD THIS PLAT ON OR BEFORE \_\_\_\_\_ 20\_\_, THE REPRESENTATIVE SHALL PROVIDE THIS SURVEYOR WITH A RECORDED COPY OF THIS PLAT.

DATED THIS \_\_\_\_ DAY OF \_\_\_\_\_ A.D. 20\_\_

FOR REVIEW ONLY

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 4017

LICENSE EXPIRES NOVEMBER 30, 2026

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS } SS
COUNTY OF DUPAGE }

THIS IS TO CERTIFY THAT I, \_\_\_\_\_ AN ILLINOIS PROFESSIONAL LAND SURVEYOR HAVE SURVEYED, SUBDIVIDED AND PLATTED FOR THE OWNERS THEREOF THAT PART OF THE NORTHEAST QUARTER OF SECTION, 23 TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS:

THAT PART OF THE NORTHEAST 1/4 OF SECTION 23, TOWNSHIP 40 NORTH, RANGE 9, EAST OF THE THIRD PRINCIPAL MERIDIAN, DESCRIBED AS FOLLOWS: BEGINNING AT THE SOUTHEAST CORNER OF FAIRFAX COMMONS CONDOMINIUMS (RECORDED AS DOCUMENT NUMBER R80-182396); THENCE SOUTH 02 DEGREES 47 MINUTES 15 SECONDS EAST, ALONG THE EAST LINE OF SAID FAIRFAX COMMONS CONDOMINIUM EXTENDED, 290.55 FEET TO THE NORTH RIGHT OF WAY LINE OF ARMY TRAIL ROAD (AS DECATED BY DOCUMENT NUMBER 432487); THENCE WEST ALONG SAID NORTH RIGHT OF WAY LINE OF ARMY TRAIL ROAD, BEING A CURVE, CONVEX NORTHERLY, HAVING A RADIUS OF 9489.34 FEET, AN ARC DISTANCE OF 407.28 FEET AND A CHORD BEARING NORTH 01 DEGREES 41 MINUTES 32 SECONDS WEST, TO THE EAST RIGHT OF WAY LINE OF FAIRFAX LANE (AS DECATED BY DOCUMENT NUMBER R80-048763); THENCE NORTH 09 DEGREES 50 MINUTES 27 SECONDS EAST, ALONG SAID EAST RIGHT OF WAY LINE, A DISTANCE OF 240.64 FEET; THENCE CONTINUING ALONG SAID EAST RIGHT OF WAY LINE, BEING A TANGENT CURVE, CONVEX EASTERLY, HAVING A RADIUS OF 150.00 FEET, AN ARC DISTANCE OF 48.05 FEET AND A CHORD BEARING NORTH 19 DEGREES 06 MINUTES 10 SECONDS EAST; THENCE CONTINUING ALONG SAID EAST RIGHT OF WAY LINE, NORTH 28 DEGREES 16 MINUTES 47 SECONDS EAST, TANGENT TO THE LAST DESCRIBED CURVE, 6.82 FEET TO THE SOUTH LINE OF SAID FAIRFAX COMMONS CONDOMINIUMS; THENCE SOUTH 81 DEGREES 43 MINUTES 13 SECONDS EAST, ALONG SAID SOUTH LINE, A DISTANCE OF 100.10 FEET; THENCE CONTINUING ALONG SAID SOUTH LINE, SOUTH 86 DEGREES 43 MINUTES 24 SECONDS EAST, 238.99 FEET TO THE POINT OF BEGINNING, EXCEPTING THEREFROM THAT PART LYING NORTH OF THE NORTH LINE OF PROPERTY DESCRIBED BY TRUSTEE'S DEED RECORDED MAY 11, 1989 AS DOCUMENT NUMBER R88-055005, IN DUPAGE COUNTY, ILLINOIS.

CONTAINING 2.478 ACRES MORE OR LESS.

I FURTHER CERTIFY THAT IRON STAKES HAVE BEEN SET AT ALL LOT CORNERS, POINTS OF SURVATURE AND TANGENCY, EXCEPT WHERE CONCRETE MONUMENTS ARE INDICATED, AND THAT THE PLAT HEREON DRAWN CORRECTLY REPRESENTS SAID SURVEY AND SUBDIVISION. DIMENSIONS ARE GIVEN IN FEET AND DECIMAL PARTS THEREOF.

I FURTHER CERTIFY THAT THE FOREGOING PROPERTY FALLS WITHIN THE CORPORATE LIMITS OF THE VILLAGE OF BARTLETT, AND I FURTHER CERTIFY THAT NO PART OF SAID PROPERTY IS SITUATED WITHIN A FLOOD HAZARD AREA, AS PER NATIONAL FLOOD INSURANCE PROGRAM, FLOOD INSURANCE RATE MAP, COMMUNITY PANEL NUMBER 17043C0033, EFFECTIVE DATE AUGUST 01, 2019.

DATED AT LOWBAR, ILLINOIS, THIS \_\_\_\_ DAY OF \_\_\_\_\_ 20\_\_

FOR REVIEW ONLY

ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 4017

DESIGN FIRM PROFESSIONAL REGISTRATION NO. 184003350-EXPIRES APRIL 30, 2025

THIS PROFESSIONAL SERVICE CONFORMS TO THE CURRENT ILLINOIS MINIMUM STANDARDS FOR A BOUNDARY SURVEY.



Manhard CONSULTING logo and contact information: 201 E. DuPage Ave., Suite 200, Rosemont, IL 60018. Phone: 630-584-1100. Website: www.manhardconsulting.com

1380 W. ARMY TRAIL ROAD BARTLETT, ILLINOIS FINAL PLAT OF SUBDIVISION

DATE: 11/29/24
DRAWN BY: JMA
CHECKED BY: JMA
SHEET 3 OF 3
CA01BL01

**EXHIBIT C**

*Site Plan for Lot 1 of the Kiddie Academy Subdivision*



**EXHIBIT D**

*Elevations for the Kiddie Academy Development on Lot 1*





# Agenda Item Executive Summary

**AGENDA ITEM:** Residences at Bartlett Station

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

**Amount** \$N/A

**Budgeted** \$N/A

**Fund:** N/A

**Corresponding Activity Measure:** Implementation of TOD plan and Downtown Overlay District

## EXECUTIVE SUMMARY

Ordinance 2021-74 granted a special use permit and plan approvals for the Residences of Bartlett Station Planned Unit Development. In July 2024, the Village Board granted a one (1) year extension requiring the construction of the first floor above grade must begin by July 16, 2025 or the Village Board would have the ability to revoke the PUD approvals.

Construction did not start on the project and while the PUD approvals have lapsed, the formal nullification of the approvals must be confirmed by an ordinance adopted by the Village Board.

The Committee of the Whole discussed the terms of the development agreement as well as the letter submitted by the petitioner at their August 19, 2025 meeting. The Committee forwarded this item to the Village Board to vote on the revocation of the PUD approvals.

## ATTACHMENTS (PLEASE LIST)

Ordinance

### RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Attract developers to invest in the downtown area

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 Village Board
- Resolution
- Ordinance - Move to approve Ordinance #2025-\_\_\_\_ An Ordinance Revoking the Residences at Bartlett Station PUD Approvals
- Motion

Staff: Kristy Stone, PDS Director

Date: August 25, 2025

ORDINANCE 2025 - \_\_\_\_\_

AN ORDINANCE REVOKING THE RESIDENCES AT BARTLETT STATION  
PUD APPROVALS

---

**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**, MMAJ, LLC (the "**Developer**") is the developer of a 90-unit residential apartment building ("**Apartment Development**") on that certain real property consisting of approximately 1.87 acres located at the southwest corner of East Railroad Avenue and South Berteau Avenue in the Village, which is legally described on **Exhibit A** attached hereto (the "**Subject Property**"); and

**WHEREAS**, the Subject Property is currently owned by Blink Builders, LLC, which is an affiliated entity of MMAJ, LLC (the "**Owner**"); and

**WHEREAS**, on May 5, 2022, the Corporate Authorities of the Village passed Ordinance 2020-42, which authorized the sale of the Subject Property from the Village to the Developer pursuant to a Purchase and Sale Agreement (the "**PSA**") and a Development Agreement between the Village and the Developer (the "**Development Agreement**"); and

**WHEREAS**, the Village and the Developer subsequently agreed to the First Amendment to the PSA pursuant to Ordinance 2021-08, approved on January 19, 2021, to extend the Feasibility Approval under the PSA; and

**WHEREAS**, the Village and the Developer subsequently agreed to the Second Amendment to the PSA pursuant to ordinance 2021-37, approved on April 20, 2021, that further extend the Feasibility Approval Period under the PSA; and

**WHEREAS**, on August 17, 2021, the Corporate Authorities of the Village approved Ordinance 2021-74, which approved, among other things, (1) an amended PUD and an Amended Special Use Permit for a PUD on the Subject Property that authorized the Developer to construct the 90-unit residential Apartment Development; (2) an Amended Preliminary/Final PUD Plan and revised exhibits for the 90-unit residential Apartment Development known as Bartlett Station; and (3) several major design exceptions from the Downtown Overlay Zoning District (collectively, the "**PUD Approvals**"); and

**WHEREAS**, the Village and the Developer subsequently entered into an Amended Development Agreement, dated December 20, 2021; and

**WHEREAS**, on February 21, 2023, the Corporate Authorities of the Village approved Ordinance 2023-13, which approved a (1) the Third Amendment to the PSA that extended the closing date for the sale of the Subject Property; and (2) an Amendment to the Development Agreement that further extended the Developer and the Owner's deadline to commence construction on the Apartment Development to one (1) year from the date of the closing; and

**WHEREAS**, the closing of the sale of the Subject Property from the Village to the Owner occurred on May 22, 2023; and

**WHEREAS**, in March and April of 2024, the Owner and the Developer approached the Village with a request to extend the deadline for the Owner and the Developer to commence construction of the Apartment Development; and

**WHEREAS**, Section 10-9-11(A) of the Bartlett Zoning Ordinance requires that construction in accordance with an approved final PUD plan must commence within one year, and that failure to commence construction within such one period shall render the final plan approval of the PUD, all approvals upon which the final plan approval depends, and the special use permit for the PUD automatically null and void; and

**WHEREAS**, Section 10-9-11(B) of the Bartlett Zoning Ordinance authorizes the Village Board to extend the one-year construction time limit provided for under Section 10-9-11(A) for good cause shown up to a period of twelve (12) months; and

**WHEREAS**, on August 7, 2024, the Corporate Authorities of the Village approved Ordinance No. 2024-67, which approved a 12-month extension for the Owner and the Developer to commence construction of the Apartment Development; and

**WHEREAS**, Section 3 of Ordinance No. 2024-67 provided that if the Owner and the Developer failed to commence construction on the Apartment Development prior to July 16, 2025, that the PUD Approvals will be revoked and become null and void; and

**WHEREAS**, the Owner and the Developer failed to commence construction on the Apartment Development by July 16, 2025; and

**WHEREAS**, pursuant to Section 10-9-11(A) of the Bartlett Zoning Ordinance and Section 3 of Ordinance No. 2024-67, the Owner and Developer's failure to commence construction on the Apartment Development by July 16, 2025, has rendered the PUD Approvals null and void; and

**WHEREAS**, the Corporate Authorities of the Village discussed the revocation of the Owner and Developer's PUD approvals based on their failure to comply with Section 10-9-11(a) of the Bartlett Zoning Ordinance and Section 3 of Ordinance 2024-67 at their Committee of the Whole Meeting on August 19, 2025; and

**WHEREAS**, on August 5, 2025, and August 6, 2025, the Village provided written notice to the Owner, the Developer, and their attorney of the Village Board's upcoming

discussion of the revocation the PUD Approvals at the August 19, 2025, Committee of the Whole Meeting and that the Owner and Developer had a right to be heard at such meeting; and

**WHEREAS**, the Owner submitted a response letter dated August 12, 2025, acknowledging the potential revocation of the PUD Approvals based on the failure to comply with Section 10-9-11(a) of the Bartlett Zoning Ordinance and Section 3 of Ordinance 2024-67; and

**WHEREAS**, on August 20, 2025, the Village provided further notice to the Owner, Developer, and their attorney that the Village Board would consider the formal revocation and nullification of the PUD Approvals at the September 2, 2025, Village Board Meeting, and that the Owner and Developer had a right to be heard at that meeting; and

**WHEREAS**, the Corporate Authorities have determined that it is in the best interests of the public health, safety, and welfare of the Village and its residents to revoke and nullify the Developer and Owner's PUD Approvals based on the failure to commence construction in accordance with Section 10-9-11(a) of the Bartlett Zoning Ordinance and Section 3 of Ordinance 2024-67.

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

**Section 1. Recitals.** The recitals listed above are incorporated into this Ordinance as if fully set forth in this Section 1.

**Section 2. Revocation of PUD Approvals.** Pursuant to Section 10-9-11(a) of the Bartlett Zoning Ordinance and Section 3 of Ordinance 2024-67, the Corporate Authorities of the Village hereby revoke and declare null and void the following approvals granted by Ordinance 2021-74:

- (1) The second amendment to Ordinance 2003-123 (Downtown Center Planned Unit Development) that allowed for 90 residential apartments in one building to be developed in accordance with the Amended Preliminary/Final PUD Plan for Bartlett Station.
- (2) The first amendment to Ordinance 2005-124 (Amendment to the Town Center PUD) to allow for 90 residential apartments in one building to be developed in accordance with the Amended Preliminary/Final PUD Plan for Bartlett Station.
- (3) The approval of the Amended Preliminary/Final PUD Plan for Bartlett Station (excluding the Plat of Consolidation which will remain valid and in effect).
- (4) The Amended Special Use Permit to allow for 90 residential apartments as a planned unit development on the Property in accordance with the Amended Preliminary/Final PUD Plan for Bartlett Station.

(5) The Major Design Exceptions from the Downtown Overlay Zoning District approved by Section Nine and Section Ten of Ordinance 2021-74.

**Section 3. Zoning After Revocation.** On and after the effective date of this Ordinance, the Subject Property will be governed by the zoning and PUD approvals in effect immediately prior to the adoption of Ordinance 2021-74, including Ordinance 2003-123 and Ordinance 2005-124.

**Section 4. Severability.** In the event a court of competent jurisdiction finds this Ordinance or any provision hereof to be invalid or unenforceable as applied, such finding shall not affect the validity of the remaining provisions of this ordinance and the application thereof to the greatest extent permitted by law.

**Section 5. 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 6. Effective Date.** This Ordinance shall be in full force and effect after is passage and approval according to law.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, Village President

ATTEST:

\_\_\_\_\_  
Lorna Giless, 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 2025-\_\_\_\_\_ enacted on September 2, 2025, and approved on September 2, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**Exhibit A**

TRACT 1 OF THE RESIDENCES AT BARTLETT STATION RECORDED ON DECEMBER 7, 2021 AS DOCUMENT NO. 2134119014 BEING A RESUBDIVISION OF LOTS 11,12,13 AND 14 IN THE BARTLETT TOWN CENTER SUBDIVISION OF PART OF THE EAST HALF OF THE SOUTHEAST QUARTER OF SECTION 34, AND PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 35, BOTH IN TOWNSHIP 41 NORTH, RANGE 9 EAST OF THE THIRD PRINCIPAL MERIDIAN, (EXCEPTING THAT PART OF LOT 12 IN BARTLETT TOWN CENTER SUBDIVISION PER DOC. NO. 0328310201, BEING DESCRIBED AS FOLLOWS, BEGINNING AT POINT ON CORNER OF SAID LOT 12; THENCE SOUTH WESTERLY ALONG AND LINE 14 FEET TO A POINT 13.52 FEET EASTERLY OF THE WEST LINE OF SAID LOT 12; THENCE SOUTHERLY ALONG A STRAIGHT LINE 83.48 FEET TO SAID WEST LINE OF LOT 11; THENCE NORTHERLY ALONG SAID WEST LINE 97.28 FEET THE NORTHWEST CORNER OF LOT 12; THENCE EASTERLY ALONG SAID SOUTH LINE OF EAST RAILROAD AVENUE TO THE POINT OF BEGINNING) IN COOK COUNTY ILLINOIS.

Common Address: 279 East Railroad Avenue, Bartlett, Illinois, 60103

Permanent Index Number: 06-35-315-073-0000



# Agenda Item Executive Summary

**AGENDA ITEM:** Mo' Gyros BEDA grant application

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

Amount	\$2,105	Budgeted	\$250,000
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Fund: Incentives	Corresponding Activity Measure: BEDA grants made
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## EXECUTIVE SUMMARY

Mo' Gyros is a family-owned and operated quick service restaurant located at 150 Bartlett Plaza in the Streets of Bartlett shopping plaza.

The Ramirez family opened the business in late 2023 with a sign featuring painted letters on a board with a white background. They were urged to update and improve their business sign to match the others in the renovated shopping center.

Mo' Gyros has upgraded to an internally illuminated channel letter sign at the cost of \$5,000. Deducting non-eligible BEDA costs including permitting, licensing, and bonding, the sign cost is \$4,210, resulting in a BEDA grant of \$2,105.

An amendment to the BEDA program in December 2023 included fast-tracking low-cost sign grants for signs costing \$8,000 or less, resulting in BEDA grants of \$4,000 or less. This is the first application to fall under those parameters. Therefore, the EDC did not review this request and it is being sent straight to the Village Board.

## ATTACHMENTS (PLEASE LIST)

Memo, Mo' Gyros BEDA application

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Revisit, refine and execute the village's overall economic development incentives

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I move to approve a BEDA grant for Mo' Gyros' new sign in the amount of \$2,105, to be paid when proof of payment is submitted.

Staff: Tony Fradin, Economic Development Coordinator

Date:

August 22, 2025

## ECONOMIC DEVELOPMENT MEMORANDUM

**DATE:** August 22, 2025  
**TO:** Paula Schumacher, Village Administrator  
**FROM:** Tony Fradin, Economic Development Coordinator  
**RE:** Mo' Gyros BEDA Application

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**APPLICANT:** Karen Ramirez, owner/operator of Mo' Gyros at 150 Bartlett Plaza

**BACKGROUND:** Karen Ramirez and her family opened Mo' Gyros in Bartlett Plaza in late 2023. Their quick service restaurant is a quintessential small family-run business with her father, Frankie, as the main chef. Their fare consists of comfort food items like burgers, gyros, salads, chicken sandwiches, hot dogs, Italian beef, and more.

When they opened over a year-and-a-half ago, they erected a sign with painted letters on a board with a white background.



To improve the exterior appearance of their business and meet the sign standards for Streets of Bartlett, Mo' Gyros recently upgraded to a more attractive internally illuminated channel letter sign.



Mo' Gyros is a tenant in Streets of Bartlett shopping plaza and has provided verification of their lease along with permission from the landlord to proceed with this project.

#### RECOMMENDATION:

One of the amendments made to the BEDA program in late 2023 was to fast-track low-cost sign grants for those costing \$8,000 or less, resulting in grants of \$4,000 or less.

This is the first one to fall under those parameters, therefore it has not been presented to the EDC for review.

The total cost of the project was \$5,000, however the costs associated with permitting, licensing, and bonding are not considered eligible; therefore, the eligible project cost for Mo' Gyros' new sign is \$4,210. Fifty percent of that results in a BEDA grant of \$2,105.

#### MOTION:

I move to approve a BEDA grant to Mo' Gyros in the amount of **\$2,105** in support of their new sign, to be paid upon submittal of proof of payment.

### Applicant Information

[Edit](#)

Is the Applicant the Primary Contact for the Project?\*

Yes

Applicant is or will be\*

Tenant

Number of years in business\*

1

Number of years in Bartlett\*

1

Contact name for applicant's agent or architect

Victor Perez (viva signs inc)

### Property Information

[Edit](#)

The property is . . . (check all that apply)

Retail

Restaurant

Other

Number of businesses on site:\*

1

Size of building (dimensions or square feet)\*

58' x18'

Stories in building:\*

1

Number of parking spaces on property:\*

6

Amount of last real estate taxes paid:\*

Na

Property Tax Index Number(s) (PIN)\*

County\*

Na

Cook

## Project Information

[Edit](#)

Total anticipated cost \$:\*

5000

Project scope:\*

The builder will be removing the temporary sign in place. Next he will create a Channel Letter  
Led Internally Illuminated  
Mounted to Raceway  
Logo Shape LED Screw  
Mounted to Wall  
Cabinet Box LED Internally  
Illuminated Screw Mounted to  
Wall. The builder then will install the new sign cleaning up the face of the business and  
overall giving a better look.

## Affidavit

[Edit](#)

I hereby make application to participate in the Bartlett Economic Development Assistance (BEDA) program. In making this application I understand that the purpose of BEDA is to help encourage and leverage private investment in the Village's business community and help my business bring an underperforming property into more productive use.

I understand that prior to commencing any work, the Village must first approve both my participation and proposed scope of work for the project. Applicants must meet with Economic Development staff prior to paying for improvements in order to review how much, if any, the Village may reimburse for the project.

I understand that all improvements made through the help of BEDA must be in accordance with all Village plans and codes. Moreover, as a condition of approval, I understand the Village may require changes to the scope of work I am proposing.

In making this application, I understand that the BEDA program is competitive, funds are limited and selection for participation is at the sole discretion of the Village of Bartlett. I understand that the Village will review my application and at the Village's discretion may reject or approve my participation in the program. I recognize that a project that enhances the Village's business climate by returning an underutilized property into economic productivity, increases local employment opportunities and includes a larger percentage of private investment than public stands a greater chance of being funded by the Village.

I also understand that if selected for this program, the Village will establish a maximum grant award for the project. I also understand that if selected for this program, I will be required to enter into an Economic Incentive Agreement with the Village governing the terms and conditions of the BEDA grant award, and that the Village will not issue any grant funds unless and until I have fully executed the Economic Incentive Agreement in the form required by the Village.

I acknowledge that BEDA operates as a **rebate program** and, therefore, if selected for participation, Village funds will be disbursed to me at the conclusion of the work, after submittals by me of copies of all bills and satisfactory evidence of their payment, either by lien waivers or bills stamped "Paid" by all contractors. I understand that the actual rebate amount will be calculated at some percentage as recommended by staff in relation to the documented actual costs by me for eligible expenses to complete the agreed upon improvements, up to the maximum grant amount awarded by the Village for the project.

I acknowledge that the project is to be completed within 12 months, and that an extension request must be made in writing by the applicant and presented for approval to the Grant Administrator, EDC, or Village Board if necessary.

I acknowledge that if the final costs come in less than what was estimated to determine the reimbursement amount, then the grant amount would be reduced accordingly.

I acknowledge that the Village will perform a background check on myself and the other owners of my business, and I hereby agree to provide the Village with all necessary authorizations to conduct such background checks. I also acknowledge that my business must hold a valid, current business license issued by the Village and that my business must be current on all payments due to the Village in order to be eligible to receive any BEDA grant funds.

By signing this application, I hereby acknowledge that I have read the above statement and understand these important features about the BEDA Program.

Digital Signature - I agree that my electronic signature is equivalent to a handwritten signature and is binding for all purposes related to this transaction\*



Karen Edith  
Ramirez  
Apr 3, 2025

VIVA SIGNS INC  
 5441 S Nordica Ave  
 Chicago, IL 60638 US  
 +13129296805  
 victor70@me.com  
 vivasigns.net



# INVOICE

**BILL TO**  
 Karen Ramírez  
 Mo gyros llc  
 150 Bartlett Plz. Bartlett, IL  
 60103

**SHIP TO**  
 Karen Ramírez  
 Mo gyros llc  
 150 Bartlett Plz. Bartlett, IL  
 60103

**INVOICE #** 1590  
**DATE** 03/08/2025  
**TERMS** 50 % DEPOSIT

DATE	ACTIVITY	DESCRIPTION	QTY	RATE	AMOUNT
	<b>3D Letters</b>	Channel Letter Led Internally Illuminated Mounted to Raceway Logo Shape LED Screw Mounted to Wall Cabinet Box LED Internally Illuminated Screw Mounted to Wall See attached Exhibit (A)	1	4,590.00	4,590.00
	<b>Full Permit</b>	Village Drawing Bond Licence Sign Contractor: Sign Licence Electrician to connect only	1	790.00	790.00
	<b>Sales</b>	Disount		-380.00	-380.00
	<b>Sales</b>	Zelle deposit \$1000 3/10/2025			

Viva Signs terms	TOTAL	5,000.00
	DEPOSIT	1,000.00
	<b>BALANCE DUE</b>	<b>\$4,000.00</b>

- \* 1 year company warranty labor
- \* We are 100% Insured and bonded company - We provide proof of it up on your request
- \* No Cancellation or Refunds after approval or deposit
- \* Permits are Prepaid
- \* 3 Weeks FOR SIGN and 7 weeks for the led panel turn around time after permit or approval faster if time weather permits we won't installed under 20 Degrees or extreme weather condition

PERMITS ARE \ INCLUDED IN THE PRICE

Owner Approval \_\_\_\_\_ Date \_\_\_\_\_

I x MARY RESID Allow The  
Tenant x Karen Ramirez To have  
a Contractor install and perform  
the project of (Led sign). This  
Letter is only granting permission  
for profesional installation only.

04/03/25

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58.41



# Agenda Item Executive Summary

**AGENDA ITEM:** Bartlett Area Chamber of Commerce Road Closure **BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

Amount	\$	Budgeted	\$
<b>Fund:</b>		<b>Corresponding Activity Measure:</b>	

## EXECUTIVE SUMMARY

The Bartlett Area Chamber of Commerce is requesting a permit to allow for the closure of W. Bartlett Ave. from Oak Ave. to Tatge Ave. between the hours of 8:00a.m. and 5:00p.m. on Sunday, September 7<sup>th</sup> for a car show event downtown. The event hours will be limited to 9:00a.m. to 4:00p.m.

Attached, you will find a map of the road closure as well as the lot to the north which will be used for additional parking of car show participants. This request can be passed pending appropriate insurance is submitted and is reviewed/approved by the village attorney.

## ATTACHMENTS (PLEASE LIST)

Staff memo dated 8/6/2025  
map

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Enhance Community Events

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I move to approve the road closure request for the Bartlett Area Chamber of Commerce car show event, for Sunday, September 7, 2025, from 8:00 a.m. to 5:00 p.m. on W. Bartlett Ave. from Oak Ave. to Tatge Ave. and a portion of S. Eastern Ave. south of Oneida with September 8, 2025, as a rain date.

Samuel Hughes

Staff: Assistant to the Village Administrator

Date: 8/6/2025

# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Samuel Hughes, Assistant to the Village Administrator  
**Date:** 08/06/2025  
**Re:** Bartlett Area Chamber of Commerce Road Closure Request

---

The Bartlett Area Chamber of Commerce is requesting a permit to allow for the closure of W. Bartlett Ave. from Oak Ave. to Tatge Ave., along with a small portion of S. Eastern Ave. south of Oneida, between the hours of 8:00a.m. and 5:00p.m. on Sunday, September 7<sup>th</sup> (September 8<sup>th</sup> rain date) for a car show event downtown. The event hours will be limited to 9:00a.m. to 4:00p.m.

Attached, you will find a map of the road closure as well as the lot to the north which will be used for additional parking of car show participants. This request can be passed pending appropriate insurance is submitted and is reviewed/approved by the village attorney.

## Motion

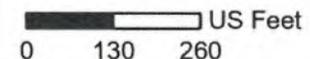
I move to approve the road closure request for the Bartlett Area Chamber of Commerce car show event, for Sunday, September 7, 2025, from 8:00 a.m. to 5:00 p.m. on W. Bartlett Ave. from Oak Ave. to Tatge Ave. and a portion of S. Eastern Ave. south of Oneida with September 8, 2025, as a rain date.



Created by Bartlett GIS,  
June 2025

# Car Show Parking

Sunday, September 7, 2025





# Agenda Item Executive Summary

AGENDA ITEM: Oktoberfest Class D liquor license application BOARD OR COMMITTEE: Board

## BUDGET IMPACT

Amount N/A Budgeted N/A

Fund: N/A Corresponding Activity Measure: N/A

## EXECUTIVE SUMMARY

The Bartlett Oktoberfest Foundation has applied for a Class D liquor license for their Oktoberfest event on September 26-27, 2025. The Class D liquor license allows for the retail sale of alcohol for a special event. The Oktoberfest event will be located at Leiseberg Park.

## ATTACHMENTS (PLEASE LIST)

Staff memo dated 08/25/2025

Class D Application

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Enhance Community Events

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

MOTION: I move to approve the Class D Liquor License application submitted by the Bartlett Oktoberfest Foundation for an event on September 26-27, 2025.

Staff: Samuel Hughes, Assistant to the Village Administrator

Date: 08/25/2025

# Memorandum

**To:** Scott Skrycki, Assistant Village Administrator  
**From:** Samuel Hughes, Assistant to the Village Administrator  
**Date:** August 25, 2025  
**Re:** Oktoberfest Class D liquor license application

---

The Bartlett Oktoberfest Foundation has applied for a Class D liquor license for their Oktoberfest event on September 26-27, 2025. The Class D liquor license allows for the retail sale of alcohol for a special event. The Oktoberfest event will be located at Leiseberg Park.

The certificate of insurance has been submitted, but revisions must be completed. The liquor license will not be released until the revisions have been made and the village attorney has reviewed and approved.

## Motion

I move to approve the Class D Liquor License application submitted by the Bartlett Oktoberfest Foundation for an event on September 26-27, 2025.



**LQD-25-6**

Liquor License Class D

Status: Active

Submitted On: 8/6/2025

**Primary Location**

325 E DEVON AVE  
BARTLETT, IL 60103

**Owner**

BARTLETT PARK DISTRICT  
696 W STEARNS RD  
BARTLETT, IL 60103-4504

**Applicant**

David Barry

BARTLETT, IL 60103

**Organization Information**

Name of organization\*

Bartlett Oktoberfest Foundation

Mailing address of organization\*

Organization Phone Number\*

Is this event going to be held for more than one day?\*

Yes

Licenses shall be issued for a specific time period, not to exceed fifteen (15) days per licensee per location in any twelve (12) month period.

Start Date of Event\*

09/26/2025

Last Date of Event\*

09/27/2025

**HOURS OF OPERATION:**

Not to exceed 12 hours withing a period of 24 hours.

Sunday - Thursday 8:00am - 1:00 am

Friday-Saturday 8:00 am - 2:00 am

Start time of event\* 🕒

Friday - 4 p.m.

End time of event\* 🕒

Saturday 10:30 p.m.

**Description of area to be utilized for the special event\***

Leisberg Park 285 E Devon Bartlett IL 60103

## **AFFIDAVIT**

The undersigned swears (or affirms) that the Corporation in whose name this application is made will not violate any of the Ordinances of the Village of Bartlett, including but not limited to the Bartlett Liquor Control Ordinance, or the laws of the State of Illinois or the United States of America, in the conduct of the place of business described herein and that the statements contained in this application are true and correct to the best of our knowledge and belief.

**I agree that my electronic signature is equivalent to a handwritten signature and is binding for all purposes related to this transaction\***

**David M Barry**  
Aug 6, 2025

**I hereby certify that as the applicant, I\***  
**am the president of the organization.**



# Agenda Item Executive Summary

**AGENDA ITEM:** A Resolution Approving the Intergovernmental Agreement between the Village of Bartlett and School District U-46 for use of video surveillance cameras

**BOARD OR COMMITTEE:** Board

## BUDGET IMPACT

<b>Amount</b>	N/A	<b>Budgeted</b>	N/A
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<b>Fund:</b> N/A	<b>Corresponding Activity Measure:</b> Maintain collaborative practices with other taxing districts
------------------	---

## EXECUTIVE SUMMARY

School District U-46 is requesting the Village of Bartlett to approve the proposed agreement which grants the Police Department view-only access to school surveillance cameras during emergencies, criminal activity, alarms, or hazards. The District maintains all equipment, while police must document and report any access within 24 hours. The agreement lasts three years, preserves legal protections for both parties, and may be terminated with 30 days' notice.

## ATTACHMENTS (PLEASE LIST)

Memorandum 25-29

Resolution

Exhibit A - The Video Surveillance Camera Intergovernmental Agreement between the Village of Bartlett and School District U-46

## RELATIONSHIP TO STRATEGIC PLAN GOAL

Strategic Plan Goal: Maintain positive relationships with all taxing bodies.

Short Term (1-3 Years): Routine  Complex

Long Term (3-5 Years): Routine  Complex

## ACTION REQUESTED

- For Discussion Only
- Resolution
- Ordinance
- Motion

**MOTION:** I move to approve Resolution 2025-\_\_\_\_\_, a Resolution Approving the Intergovernmental Agreement between the Village of Bartlett and School District U-46 for use of video surveillance cameras.

Staff: Ryan Conway, Chief of Police

Date: September 2, 2025

**POLICE DEPARTMENT MEMORANDUM**  
**25-29**

**DATE:** September 2, 2025

**TO:** Paula Schumacher, Village Administrator

**FROM:** Ryan Conway, Chief of Police

**RE:** Video Surveillance Camera Intergovernmental Agreement between the Village of Bartlett and School District U-46

This Intergovernmental Agreement between School District U-46 and the Village of Bartlett allows Bartlett Police to access District surveillance camera feeds at designated schools through a secure system for use during emergencies, criminal activity, alarms, or hazards. Access is limited to viewing only, with any retention requiring a FOIA request, and each access must be documented and reported to the District within 24 hours. The District maintains responsibility for camera upkeep, both parties retain legal immunities, and the agreement is effective for three years with the option for either party to terminate with 30 days' notice.

Village Attorney Kurt Asprooth reviewed this agreement. If approved, the services under this agreement shall commence retroactively on August 11, 2025, and continue full force and effect until August 11, 2028.

**MOTION: I Move to Approve Resolution 2025 - \_\_\_\_\_, A Resolution Approving the Intergovernmental Agreement between the Village of Bartlett and School District U-46 for use of video surveillance cameras.**

RESOLUTION 2025 - \_\_\_\_\_

**A RESOLUTION APPROVING  
THE INTERGOVERNMENTAL AGREEMENT WITH SCHOOL DISTRICT U-46  
REGARDING VIDEO SURVEILLANCE ACCESS**

---

**BE IT RESOLVED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, as follows:

**SECTION ONE:** **APPROVAL.** The Intergovernmental between the Village of Bartlett and School District U-46 Regarding Video Surveillance Access (the "Agreement"), a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

**SECTION TWO:** **AUTHORIZATION** That the Village President and the Village Clerk are hereby authorized and directed to sign and attest, respectively, the Agreement on behalf of the Village of Bartlett.

**SECTION THREE:** **SEVERABILITY** The various provisions of this Resolution are to be considered as severable, and of any part or portion of this Resolution shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Resolution.

**SECTION FOUR:** **REPEAL OF PRIOR RESOLUTIONS.** All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

**SECTION FIVE:** **EFFECTIVE DATE.** This Resolution shall be in full force and effect upon passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED:

APPROVED:

\_\_\_\_\_  
Daniel H. Gunsteen, 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 Resolution 2025 - \_\_\_\_\_ enacted on September 2, 2025, and approved on September 2, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**EXHIBIT A**

*IGA with U-46 Regarding Video Surveillance Access*

INTERGOVERNMENTAL AGREEMENT  
BETWEEN SCHOOL DISTRICT U-46 AND THE VILLAGE OF BARTLETT

THIS AGREEMENT is hereby made and entered into this \_\_\_ day of \_\_\_\_\_ 2025, by and between School District U-46, a unit of local government located in Kane, Cook and DuPage Counties, Illinois (hereinafter referred to as the "District") and the Village of Bartlett, Illinois, a unit of local government located in Kane and Cook County, Illinois (hereinafter referred to as the "Village/City"). The Village/City and the District are hereinafter referred to collectively as the "Parties."

WHEREAS, Section 5 of the Intergovernmental Cooperation Act, authorizes public agencies to contract with one another to perform any governmental service, activity, or undertaking or to combine, transfer, or exercise any powers, functions, privileges, or authority which any of the public agencies entering the contract is authorized by law to perform (5 ILCS 220/5); and

WHEREAS, the Parties hereto have each determined it to be in their best interests to provide for surveillance camera video access by the Village/City Police Officers.

NOW, THEREFORE, in consideration of the foregoing and the mutual covenants and Agreements as hereinafter set forth, and other good and valuable consideration the receipt and sufficiency of which is hereby acknowledged, the District and the Village/City agree as follows:

1. The above recitals are incorporated into this Agreement as if fully recited hereby.
2. The District will provide the Village/City with access to surveillance camera video/image viewing capabilities through the Genetec SaaS, a cloud-based service, during the term of this Agreement.
3. The Village/City will have access to the following District building surveillance camera videos/images as set forth in this Agreement.
  - a. Bartlett High School, 701 W. Schick Rd., Bartlett, IL 60103
  - b. Eastview Middle School, 321 N. Oak Ave., Bartlett, IL 60103
  - c. Hawk Hollow Middle School, 235 Jacaranda Drv., Bartlett, IL 60103
  - d. Bartlett Elementary, 111 E. North Ave., Bartlett, IL 60103
  - e. Centennial Elementary, 234 Stearns Rd., Bartlett, IL 60103
  - f. Sycamore Trails Elementary, 1025 Sycamore Ln., Bartlett, IL 60103
  - g. Prairieview Elementary, 285 Mayflower Ln., Bartlett, IL 60103
  - h. Liberty Elementary, 1375 W. Bartlett Rd., Bartlett, IL 60103
  - i. Nature Ridge Elementary, 1899 Westridge Blvd., Bartlett, IL 60103
  - j. Independence Center for Early Learning, 200 Taylor Ave., Bartlett, IL 60103
4. The Village/City will have access to surveillance camera video/images for purposes of observing potential criminal activity involving reasonably recent incidents in any of the following circumstances:
  - a. The police department receives a call for police assistance from the school.
  - b. The police department receives a call for police assistance from any person regarding a

- suspected criminal activity on or around school property.
- c. An alarm of any kind (i.e. fire, burglar, or panic) was received by/from the school.
  - d. A human or natural hazard is reported or observed on or around school property.
  - e. To facilitate a tactical view of a particular building due to a police response to a potentially dangerous situation.
5. The Village/City's access is limited to viewing surveillance camera videos/images and, therefore, does not include the ability or authority to copy and/or retain any videos/images. The Village/City will follow up with submit requests to copy and/or retain video/images to the District in compliance with the Freedom of Information Act.
  6. When accessing surveillance camera footage, the police department will document the access and provide written notice to the District Director of Safety. This report should include the reason for accessing the video surveillance system, as outlined in Section 4 of this document. This notice should be received within 24 hours of the access.
  7. The District shall pay all maintenance costs on District owned surveillance cameras at the District's sole expense. This agreement does not bind the District to install and/or maintain any surveillance cameras on behalf of the Village/City.
  8. No special duties or obligations are intended nor will be deemed or construed to be created by this Agreement. It is further agreed and understood that this Agreement is not intended nor will be construed to alter, limit or constitute a waiver of any of the civil immunities afforded the Village/City and/or the District and/or their officials, officers, employees and/or agents pursuant to the Local Governmental and Governmental Employees Tort Immunity Act at 745 ILCS 10/1-101, *et seq.*, as amended, or otherwise provided by law, it being agreed that all civil immunities as set forth in such Act, as amended, and/or as otherwise provided by law will fully apply to any claims asserted or which might be asserted against the Village/City and/or the District and/or their respective officials, officers, employees and/or agents as a result of this Agreement or any of the actions of the Parties pursuant to this Agreement. Without limiting the foregoing, it is further agreed and understood that the Village/City and/or the District and/or their respective officials, officers, employees and/or agents as a result of this Agreement or any of the actions of the Parties pursuant to this Agreement will not be liable to any person or entity for failure to provide adequate police protection or service, failure to prevent the commission of crimes, failure to detect or solve crimes and/or failure to identify or apprehend criminals. Notwithstanding anything to the contrary in this Agreement, it is agreed and understood that no third party beneficiaries are intended or will be construed to be created by the provisions of this Agreement and it is the intention of the Parties hereto that no action may be commenced by any person or entity against the Village/City and/or the District and/or their respective officials, officers, employees, agents and/or other related persons or entities for monetary damages as a result of this Agreement or any of the actions of the Parties pursuant to this Agreement. The provisions of this section will survive an expiration and/or termination of this Agreement.
  9. Upon the termination or expiration of this Agreement, the District will not be liable for any costs of disconnection or removal of any equipment.

10. This Agreement will be subject to and governed by the laws of the State of Illinois. Venue for the resolution of any dispute or the enforcement of any rights arising out of or in connection with this Agreement will be in the Circuit Court of Kane County, Illinois.
11. The terms of this Agreement are severable. In the event any of the terms or the provisions of this Agreement are deemed to be void or otherwise unenforceable for any reason, the remainder of this Agreement will remain in full force and effect.
12. This Agreement may be executed in counterparts, each of which will be an original and all of which will constitute one and the same Agreement. For the purposes of executing this Agreement, any signed copy of this Agreement transmitted by fax machine or e-mail will be treated in all manners and respects as an original document. The signature of any party on a copy of this Agreement transmitted by fax machine or e-mail will be considered for these purposes as an original signature and will have the same legal effect as an original signature. Any such faxed or e-mailed copy of this Agreement will be considered to have the same binding legal effect as an original document. At the request of either party any fax or e--mail copy of this Agreement will be re-executed by the Parties in an original form. No party to this Agreement will raise the use of fax machines or e-mail as a defense to this Agreement and will forever waive such defense.
13. This Agreement is the only Agreement between the Parties. There are no other Agreements between the Parties hereto regarding the subject matter hereof, either oral, written or implied. This Agreement may not be amended other than by a written Agreement of the Parties.
14. This Agreement is and will be deemed and construed to be a joint and collective work product of the Village/City and the District and, as such, this Agreement will not be construed against the other party as the otherwise purported drafter of same, by any court of competent jurisdiction in order to resolve any inconsistency, ambiguity, vagueness or conflict, if any, in the terms and provisions contained herein.
15. The covenants, terms and conditions herein contained may be modified only through the written mutual consent of the Parties hereto in accordance with the notice requirements set forth in this Agreement.
16. This Agreement will be in effect for a term of three (3) years, unless terminated earlier. This Agreement will become effective on \_\_\_\_\_ and will terminate on \_\_\_\_\_. Either party may terminate this Agreement prior to \_\_\_\_\_ upon thirty (30) days written notice without penalty, liability or additional costs.
17. Notices.
  - a. Any and all notices required herein to be sent to the District will be provided in writing by certified mail to the Secretary of the Board of Education at School District U-46, 355 East Chicago Street, Elgin, Illinois 60120 or the Director of School Safety, 355 East Chicago Street, Elgin, Illinois 60120.
  - b. Any and all notices required herein to be sent to the Village/City will be provided in writing by certified mail to Chief of Police at 228 S, Main St., Bartlett, IL. 60103.

IN WITNESS WHEREOF, the undersigned have entered into and executed this Agreement.

VILLAGE/CITY OF BARTLETT:

ATTEST:

\_\_\_\_\_  
Municipality President

\_\_\_\_\_  
City Clerk

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

SCHOOL DISTRICT U-46: Board of Education

ATTEST:

\_\_\_\_\_  
School Board President

\_\_\_\_\_  
School Board Secretary

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date



# Agenda Item Executive Summary

AGENDA ITEM: Acceptance of Public Improvements for Bartlett Self Storage, 2325 Benchmark Lane  
BOARD OR COMMITTEE: Board

## BUDGET IMPACT

Amount	\$ NA	Budgeted	\$ NA
Fund: NA	Corresponding Activity Measure: NA		

## EXECUTIVE SUMMARY

Attached is an ordinance to accept the public improvements for 2325 Benchmark Lane, in the Southwind Business Park. The developer, Bartlett Self Storage., has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

## ATTACHMENTS (PLEASE LIST)

Memo, PW Letter, Ordinance, Bill of Sale

## 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: I MOVE TO APPROVE ORDINANCE 2025 \_\_\_\_\_, ACCEPTING THE PUBLIC IMPROVEMENTS FOR 2325 BENCHMARK LANE**

Staff: Nick Talarico, Village Eng Date: September 2, 2025

# MEMORANDUM

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To: Paula Schumacher, Village Administrator  
From: Nick Talarico, Village Engineer *NT*  
Subject: Acceptance of Public Improvements for  
2325 Benchmark Lane, Southwind Business Park  
Date: September 2, 2025

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Attached is an ordinance to accept the public improvements for **2325 Benchmark Lane**, in the Southwind Business Park. The developer, *Bartlett Self Storage.*, has submitted all required final documents to the Village. A set of Record Drawings has been received and is on file.

Because the water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

Please place this ordinance on the next available agenda.

**MOTION: I MOVE TO APPROVE ORDINANCE \_\_\_\_\_ ACCEPTING THE PUBLIC IMPROVEMENTS FOR 2325 BENCHMARK LANE**

September 2, 2025

Village of Bartlett  
228 S. Main Street  
Bartlett, IL 60103

Attn: Dan Dinges, Director of Public Works

RE: **VILLAGE ACCEPTANCE OF PUBLIC IMPROVEMENTS**  
**2325 Benchmark Lane**  
**Southwind Business Park**

Please be advised that the public improvements have been completed for **2325 Benchmark Lane** in the Southwind Business Park.

All punch list work, for items covered by the Site Plan Completion Letter of Credit, have been successfully completed. The Public Works Department has conducted final reviews and inspections of the utilities and other public improvements. As a result, it has been determined that the public improvements have been constructed in substantial conformance with the approved Final Engineering Plans and Specifications for **2325 Benchmark Lane**.

The developer, *Bartlett Self Storage*, has submitted all required final documents to the Village. A set of Record Drawings, showing the completed public improvements has been received. The public improvements consist of an extension of the Village's water main system. Because this water main has been operational and functioning successfully for more than 12 months, Village staff recommends waiving the maintenance period.

I recommend that the Village Board adopt an Ordinance accepting the public improvements for 2325 Benchmark Lane in the Southwind Business Park.

Sincerely,

*Nick Talarico*

Nick Talarico, P.E.  
Village Engineer

Attachment

cc: Lorna Giles, Village Clerk  
Beth Uργο, Public Works  
Kurt Asprooth, Village Attorney  
Matt Coulter, Director of Finance  
Kristy Stone, Director of PDS  
John Komorowski, BCE

**ORDINANCE 2025-**

**AN ORDINANCE ACCEPTING THE PUBLIC IMPROVEMENTS FOR  
2325 BENCHMARK LANE**

**WHEREAS**, the Village Engineer has reported to the corporate authorities that the water distribution system, (“the Public Improvements”) for the site known as 2325 Benchmark Lane (“the Development”) were completed substantially in accordance with the plans and specifications therefore and the requirements of the Village Subdivision Ordinance on December 31, 2024 (“the Completion Date”) and that *Bartlett Self Storage*, the developer of the site, (“the Developer”) has presented evidence that all of the Public Improvements have been fully paid for; and

**WHEREAS**, the Developer has submitted all required documents and drawings to the Village of Bartlett; and

**NOW, THEREFORE, BE IT ORDAINED** by the President and Board of Trustees of the Village of Bartlett, Cook, DuPage, and Kane Counties, Illinois, as follows:

**SECTION ONE:** That the Village of Bartlett hereby accepts the Public Improvements for 2325 Benchmark Lane.

**SECTION TWO: SEVERABILITY.** The various provisions of this Ordinance are to be considered as severable and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

**SECTION THREE: REPEAL OF PRIOR ORDINANCES.** All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

**SECTION FOUR: EFFECTIVE DATE.** This Ordinance shall be in full force and effect upon its passage and approval.

**ROLL CALL VOTE:**

**AYES:**

**NAYS:**

**PASSED**

**APPROVED**

\_\_\_\_\_  
**Daniel H. Gunsteen, 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 2025-\_\_\_\_\_ enacted on September 2, 2025, and approved on September 2, 2025, as the same appears from the official records of the Village of Bartlett.

\_\_\_\_\_  
Lorna Giles, Village Clerk

**BILL OF SALE**

**FOR THE WATER MAIN INSTALLED  
AT THE**

BARTLETT SELF STORAGE COMMERCIAL SITE  
LOT NO. N/A, SOUTHWIND BUSINESS PK SUBDIVISION  
ADDRESS 2325 BENCHMARK LANE BARTLETT

In consideration of the payment of Ten Dollars (\$10.00) and other good and valuable considerations, the receipt and sufficiency of which is hereby expressly acknowledged, JAMES LAPETINA ("the Seller") does hereby sell, assign, transfer and set over unto the Village of Bartlett, Cook, DuPage and Kane Counties, Illinois, the following described property:

**The water distribution system, including, but not limited to, water mains and services, valves, valve vaults, fire hydrants, and all structures appurtenant thereto, as more fully depicted on the engineering plans prepared by \_\_\_\_\_, with an approved plan date of \_\_\_\_\_, \_\_\_\_\_ a copy of which is incorporated by reference herein;**

(collectively, the "Property") being the Public Improvements for the BARTLETT SELF STORAGE Commercial Site developed by the Seller in the Village of Bartlett.

The Seller hereby represents and warrants to the Village of Bartlett that the Seller is the absolute owner of the Property; that the Property is free and clear of all liens, charges and encumbrances, and that the Seller has full right, power and authority to transfer title to the Property to the Village of Bartlett, and to execute and deliver this Bill of Sale.

[signature page follows]

IN WITNESS WHEREOF the Seller has signed and sealed, or caused this Bill of Sale to be signed and sealed, at , Illinois on \_\_\_\_\_, \_\_\_\_\_.

Signed: James Lapetina  
President

Attest: [Signature]  
Secretary

STATE OF ILLINOIS )  
 ) SS:  
COUNTY OF )

I, the undersigned, a Notary Public in and for said County, in the State aforesaid,  
DO HEREBY CERTIFY that JAMES LAPETINA and ELLIOT BERMAN, personally known to me to be the President and Secretary, respectively of BARTLETT SELF STORAGE ("the Corporation"), and personally known to me to be the same persons whose names are subscribed to the foregoing Bill of Sale, appeared before this day in person and severally acknowledged that they signed the foregoing Bill of Sale as such President and Secretary of the Corporation and caused the seal of the Corporation to be affixed thereto, as their free and voluntary act, and as the free and voluntary act of the Corporation for the uses and purposes therein set forth.

GIVEN under my hand and notarial seal this 3rd day of MARCH, 2024.

Kristin Colanone  
Notary Public

My Commission Expires: \_\_\_\_\_

