



# VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

## 1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting of October 21, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:21 p.m.

## 2. ROLL CALL

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

ABSENT: None

ALSO PRESENT: Village Administrator Paula Schumacher, Assistant Village Administrator Scott Skrycki, Economic and Development Coordinator Tony Fradin, Finance Director Matt Coulter, Public Works Director Dan Dinges, Assistant Public Works Director Tyler Isham, Civil Engineer Nick Talarico, Planning and Development Services Director Kristy Stone, Head Golf Professional Phil Lenz, Chief Ryan Conway, Village Attorney Kurt Asprooth, and Village Clerk Lorna Gilles.

3. TOWN HALL: None

## 4. STANDING COMMITTEE REPORTS

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

#### 1. #2025-11 Tobacco/Vape Stores

Trustee Hopkins stated that staff is requesting a text amendment to prohibit tobacco and vape stores in B-1 and B-2 zoning districts and designated tobacco and vape stores as a special use in B-3 and B-4 zoning districts. The Planning and Zoning Commission held the required public hearing and recommended approval of the text amendment at their October 2, 2025, meeting.

Ms. Stone stated that the existing vape shops that we have in town will be grandfathered in and that they wouldn't be allowed to expand or change operations without getting a special use permit. Trustee Hopkins asked if they would be notified in any way, Ms. Stone stated that they would receive a courtesy letter to let them know once it's been adopted. President Gunsteen asked if they would have to come back before us if they were shut down for any reason. Ms. Stone stated that would be more of a business license issue. Village Attorney Kurt Asprooth stated that from a zoning perspective, the one that's in B-2, if they shut down for more than six months they would lose that legal non-conforming status and wouldn't be able to re-open. He stated that if any of those that are in B-3 or B-4 were shut down too long and it's going to change the nature of those operations, they'd have to get a special use.

Trustee Hopkins stated that if there were no other questions, this would go on to the Village Board for a final vote.



## **VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025**

---

### 2. CP #2025-06 Mittman Farm

Trustee Hopkins stated that the petitioner John McHale with Bridge Street Properties, is requesting a concept plan review for a townhome development on 19 acres located on the west side of S. Bartlett Road between the Durwood Forest Subdivision and railroad tracks. He stated that the development would consist of 50 two-story townhomes and 50 three-story townhomes.

The proposed concept plan identifies a 1.6-acre private park for the development and 3.6 acres of open space including a 30-foot-wide landscape buffers on the north and south sides of property. Detention would be provided on the east side of the property near S. Bartlett Road.

Ms. Stone stated that this property is currently unincorporated and that our future land use plan identifies it as being a estate residential. She stated that we have not had any interest in any sort of estate residential anywhere within the village in the past 15 years because this is not consistent with our future land use plan. She went on to say that they recommend that they come in for a concept plan so that they can get feedback from the board before proceeding. Trustee Deyne asked if the Planning and Zoning Committee would have to take a look at this as well. Ms. Stone stated that this would require a public hearing before the Planning and Zoning Committee for the rezoning upon annexation, and also a public hearing before the village board annexation itself. Trustee Hopkins asked if this would come back to committee or to the Plan Commission. Ms. Stone stated that typically this would have to come back to Committee. She went on to say that if they want to direct staff to send it to Planning and Zoning for the public hearing, they can.

Trustee Suwanski stated that she wanted to see the Concept Plan and asked if the petitioners were present. Trustee Hopkins stated that the petitioners were present and available to answer any questions. Trustee Suwanski stated that they had another proposal for land in the past similar to this and that the board wasn't interested in changing that. She asked the board if they felt that they would interested in changing that for this piece of property. President Gunsteen stated that particular property was five acres just to the North of here that was a proposed senior center at that time. He went on to say that this is a 100-unit townhome center which in his opinion makes this a different type of application. She asked the petitioners what the pricing of these townhomes would be. Mr. John McHale from Bridge Street Properties stated that since they are at concept level they don't have elevations to share at this time but they are estimating that these townhomes would start in the high threes and probably sell in the fours after options. Trustee Suwanski asked about the park that was planned, Mr. McHale stated that it is a private HOA park since at 1.6 acres, it's too small for the park district to look at look at, so it would be completely controlled and maintained by the HOA. Trustee Suwanski asked what other communities they've done a similar development like this. Mr. McHale stated that they're working on a similar townhouse project right now in Naperville, which is 10 acres with 70 units with a similar layout.

Trustee Deyne asked about garages, Mr. McHale stated that everyone would have two car garages along with spaces for two cars in the driveways. Trustee Hopkins asked if they would classify these as upscale, the petitioner stated that was correct. President Gunsteen asked that we let the petitioner get further along in their drawings and then bring it back to the committee and to the Planning and Zoning Commission. That way, we can see elevations along with additional details. Trustee Hopkins asked that as residents look out , what are they going to be looking at. He stated that there is a 30-foot buffer and



## VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

enough trees that they are going to be seeing anything or if it would be pretty hidden from them. Ms. Stone stated that a lot of those properties to the South have a lot of existing trees on their property and that the 30-foot buffer is in addition to that. She went on to say that typically the developers try to do whatever they can to keep the utilities closer to the street, so we would require a tree preservation plan as part of their full submittal. Trustee Hopkins asked if this particular parcel was lower, level, or higher. Ms. Stone stated that along that side it's pretty level but does have a significant drop as you get closer to Bartlett Road. Trustee Hopkins voiced concerns over parking, the petitioner stated that they would work with staff to make sure there was enough parking.

Trustee Battermann stated that he had one concern which was a matter of community; being able to cross Bartlett Road to get to the bike path. The petitioner stated that staff has already identified that they need to provide a walk on the West side of Bartlett Road along the front of the property which he stated they are happy to do. The petitioner went on to say that they have a good working relationship with DuPage County and they would be happy to see if that's something that they would entertain. Trustee Hopkins stated that if there were no other questions, they would wait for further feedback from staff and go from there.

### B. FINANCE COMMITTEE, CHAIRMAN LAPORTE

#### 1. Cook County Mosquito Abatement Payment/Levy

Trustee LaPorte stated that staff was asked to revisit the tax levied by the Northwest Mosquito Abatement District on the Cook County portion of the Village and how that levy impacts the Village's provision of mosquito abatement services generally in the village. The portion of the tax levy attributable to mosquito abatement in the Cook County portion of the village is roughly equal to \$28,000 total. If the Board desires, staff can try to work with the Abatement District to explain our position and determine if the Abatement District will agree and if the Cook County Clerk can logistically accomplish the abatement. A second option would be to no longer provide mosquito abatement services, thus eliminating that cost from the levy entirely. Some communities have opted not to do abatement or limit activities to larviciding and not conduct spraying for adult mosquitoes. We have asked representative from Clarke Environmental to attend our meeting to discuss the merits of the various treatments for disease prevention.

Emily Kluger and George Balis from Clarke Environmental went over a PowerPoint presentation. Ms. Kluger stated out with a basic overview of a mosquito's life cycle. She then over the inspections during larval stage stating that they have approximately 120 sites that they look at where they do 9 rounds of these inspections throughout the summer months when they find mosquito breeding. She stated that they also treat catch basins throughout DuPage County via bicycles using their GPS and tackle the larger breeding sites with larvae side by side, backpack or with their helicopter.

Ms. Kluger stated that Clarke also operates light and gravid traps which assists with population data. She stated that gravid traps are very important for public health as it tells them when West Nile virus is present in the area. She went on to say that Bartlett's program has always had two goals, public health and quality of life. She then presented this past summer's data of West Nile virus positive collections in the Bartlett Area along with Adult Mosquito Control Applications for 2025.



## VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

Trustee Suwanski asked about the West Nile Virus positive cases in Bartlett and about the number of mosquitoes and how many of them tested were positive. Ms. Kluger stated that all the traps were pulled and they sample several mosquitoes at a time. Based on what the PCR data shows, it'll show if there's any of those mosquitoes carrying West Nile virus that were sampled. Ms. Kluger then went over a slide detailing the DuPage County reported West Nile Virus human cases and the West Nile Virus Mosquito pool rate percent for 2025. She went on to explain that the slide details not just what's going on in Bartlett but also the regional trend as well. Trustee LaPorte asked if there was any data that they could look at for Cook County. Ms. Kluger stated that The Northwest Mosquito Abatement District handles the Cook County portion so she's not sure what qualifiers were used. Trustee Gandsey asked if they recommend that people spray their yards at certain times of the year to combat West Nile Virus. Ms. Kluger stated that it would certainly help people be more comfortable in their yards during warmer months but from a disease perspective, the community wide treatments are much more impactful because the mosquitoes breed anywhere and they do move from place to place.

Trustee Hopkins asked if they recommend keeping the current program in place. Ms. Kluger stated she would especially because they have the added benefit of having it coordinated with the Township and contribute towards the program. Trustee Battermann asked if Clarke was not licensed to provide services in Cook County. Ms. Kluger stated that they could and have done applications in the past for Cook County. She stated she'd be happy to share costs if that would be helpful. Trustee Suwanski stated that she saw something in the packet that stated a lot of Cook County, some communities are dealing with larva abatement. She asked when treating standing water for larvae, what kind of ecological damage does that do. Mr. Balis stated that the products used are specific towards certain species and mosquito control products are specifically towards mosquitoes specifically. Trustee Hopkins stated that based on the data, the experts say we should keep the current program. He asked if anyone objected to the current program.

President Gunsteen asked what the cost of the current program was. Trustee LaPorte stated that the Cook County contribution is \$28,000 and staff were asked to revisit the tax levy by Northwest mosquito abatement on the Cook County portion of the Village. He stated he didn't feel that they were getting the information that they asked for. Trustee Suwanski agreed. Trustee Hopkins asked that Ms. Kluger and Mr. Balis if in their expert opinion, they were providing the same or similar services as Northwest mosquito abatement. Mr. Balis stated that they have similar services. Village Administrator Paula Schumacher stated that the total budget for mosquito abatement this fiscal year was \$76,500 and the portion that would be attributed to Cook County is \$28,000. Trustee Hopkins stated that the Illinois Law is written pretty clearly about this and we should send them a check and have them figure it out. He stated that in the ten years he's been on this board, this has been a frequent discussion.

President Gunsteen asked Clarke to explain what the nuances are. Village Attorney Asprooth stated that as Trustee Hopkins stated, the law is that if you're within an abatement district in the municipality, also taxes for services, that there's a mechanism to eliminate that double taxation. He stated that there are several requirements that have to be met, one of which is they have to levy for those services. He stated that if we did want to pursue this, we would want to reach out to the abatement district and say we think we've met these standards and then before we issue the check make sure that Cook County can actually abate the taxes. President Gunsteen stated that this is something worth exploring to find out if there is a



# VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

mechanism. He stated that this is something that Trustee Hopkins has brought up for years and last thing they want is to send a check and then it goes nowhere. He stated that the point of sending the check is to get a reduction on the Cook County side. Trustee Deyne asked how much this would be worth to a resident. Village Administrator Schumacher stated that a homeowner would see a reduction of \$7-\$8 on their bill. Trustee Gandsey stated how bad it was this summer with mosquitoes and whether there is more that could be done for Bartlett. Ms. Kluger stated that they are able to do localized application where they target area right before events like Fourth of July etc. President Gunsteen asked to revisit the slide where the financial part kick in to the Village of Bartlett. He stated that through the years he's lived at his residence, he's never seen a Clarke truck come by. He went on to say that he would rather see resources go towards level control and surveillance instead of treating via the street as he doesn't see much of an advantage to that. He asked to see the financial difference between treating larvae versus spraying. Trustee Suwanski asked what they're spraying as there was a time when they were spraying DDT and the mosquitoes developed an immunity to it. Ms. Kluger stated that they're spraying vial mist, which is a synthetic pyrethroid and as of right now they are not seeing any resistance to it. Ms. Kluger stated that she wanted to emphasize once again that is more of a disease program than a comfort program, she stated that this is more a public health program and the goal is to knock down the female adult mosquito specifically when the disease is present.

Trustee LaPorte stated he had to bring this back on topic stating that if the board desires, staff can try to work with the abatement district to explain our position and determine if the abatement district will agree and the Cook County clerk can logistically accomplish the abatement. Second, if to no longer provide mosquito abatement services thus eliminating the cost for the levy entirely. Trustee LaPorte asked Trustee Hopkins why they were discussing this topic tonight. He stated that it's not about mosquitos, it's not about the people, it's about the money. He went on to say that we're either paying \$28,000 or we're not. Trustee Hopkins stated that he agrees, it is about the money. He stated that he's never had a problem with Clarke, that they're doing the job that we've hired them to do. Trustee Hopkins stated that he felt it was important to have the actual Illinois Law in the packets that outlines the information. He went on to say that if someone doesn't want to follow the law, it's not our job to force them to do that. He stated that there's other mechanisms as well as other people who can get involved to get them to follow the law.

President Gunsteen thanked Clarke for being here and for their presentation. He went on to say that he'd like more information to staff so that we can have a more in-depth conversation about treating more of the larva as well as what the Park District in the Village does because it's no help for us to do one point if they're not holding up their end as well. He went on to say that it's best if Village Attorney Asprooth and staff contact Northwest Abatement District to find out if the mechanism that hasn't been there prior is not in place. He stated that if it is, we will have another discussion to see where they're at. Trustee Gandsey wanted to reiterate that we do also care about the community and West Nile Virus.

## 2. Proposed 2025 Property Tax Levy

Trustee LaPorte stated that the proposed 2025 property tax levy was presented and discussed at the October 7th committee meeting. Following the meeting, President Gunsteen voiced his concerns that the proposed levy that was presented is not keeping pace with inflation, which is currently around 2.92%. This item is back to committee to discuss two options. Option #1 is what was presented at the 10/07



## VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

committee meeting, with a total levy amount of \$12,882,559. This was a .09% increase from the 2024 levy and a 1.44% decrease from the 2024 extension. Option #2 keeps the general corporate and debt service levies the same as option #1 but increases the police pension levy by \$471,870. The total levy for this option is \$13,354,429, which is a 3.76% increase from the 2024 levy and a 2.17% increase to the 2024 extension. This item will go to the 11/04 board meeting to establish the estimated 2025 property tax levy.

Mr. Coulter went over a PowerPoint presentation stating that President Gunsteen was concerned that the proposed levy that was presented wasn't keeping up with inflation, which is why they have added another option. He went on to say that what was presented at the last meeting pretty much kept the levy flat from the prior year with the only increase being \$12,000 for the debt service levy. He stated that based on research, this option would keep the Bartlett taxpayers' portion of the bill flat, or it would even go down a little due to the new construction that would be added to the tax rolls. Mr. Coulter stated that option two would keep the general corporate and debt services levies the same as option one. The only change would be to increase the police pension levy by \$471,870, which would be a 3.76% increase from last year's levy and a 2.17% increase from last year's extension. He stated that this option does line up better with the rate of inflation. Mr. Coulter stated that for a home that's valued at around \$400,000, he would estimate that the Bartlett taxpayer's portion would go up about \$25-\$30. President Gunsteen wanted to verify that this is just the Village of Bartlett portion and would not account for any other taxing bodies who have already increased their levies.

President Gunsteen stated that we can't keep borrowing and taking money from our general fund to keep up with inflation. He stated that we had to raise the levy by about 9% in 2023 due to inflation. He stated that it's not in the best interest of the village to consistently use reserves in our general fund to keep up. President Gunsteen asked Mr. Coulter what the current inflation rate is. Mr. Coulter stated that it's 2.92%. President Gunsteen stated that if we raise it 3.75% this year, we would be in a position where we're not borrowing out of the general fund next year, which means we're being fiscally responsible by keeping it under the 5% cap. Trustee Gandsey asked what the money in the General Fund would be used for, President Gunsteen stated to run and maintain all of our roads, infrastructure etc. Trustee Suwanski asked why that wasn't coming out of the Public Works fund. President Gunsteen stated that we raised our home rule sales tax 1.75% to start establishing money in our general fund for streets roads, and long-term projects to maintain our aging infrastructure. He stated that this increase covers just half of the pension and if we take the full one million dollars, it's strictly covering just the pension and takes away from our infrastructure plan. Mr. Coulter also wanted to remind everyone that we don't have a budget for our stormwater, which also comes out of the General Fund. Trustee Suwanski wanted to go back to Trustee Gandsey's question and asked what this money is for. Village Administrator Paula Schumacher stated that it's for the police pension levy, and the offset discussed comes from the General Fund. Trustee Gandsey asked what the minimum needed in the General Fund needs to be. Mr. Coulter stated 25% of our operating expenditure, which is roughly 14 million.

Trustee Suwanski asked how much we currently have in that funding account; Mr. Coulter stated about 24 million. President Gunsteen stated that the overage is for our long-term infrastructure plans. Mr. Coulter stated that he went over the five-year projections last budget season, that included a lot of bigger projects such as the storm water project like Country Creek which was about 9 million which is why we did the Home Rule sales tax increase. Trustee LaPorte stated that if we take the money out of the General



## **VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025**

---

Fund to cover the police pensions, we're going to be even lighter on what we need to fix infrastructure down the road even with the Home Rule tax and Motor Fuel tax. Mr. Coulter stated that was correct. Trustee Suwanski asked if we've taken into account that income tax was up and will probably continue to go up. Mr. Coulter stated that our revenues are doing great along with Income tax and Sales tax, however the future is unknown and it's always best to be prepared. Trustee Suwanski stated that last year the board was told that none of the projects that were being discussed would necessitate incurring a tax increase and that we have sufficient funds in the General Fund to cover these. Mr. Coulter stated that at this time, we do and that's why two options are being presented. He went on to say that this is more of a board decision as to which option they would like to go with. Trustee LaPorte stated that he's trying to determine whether if we do inflation increase over the next five years that gets us ahead of the game versus taking the money out of the General Fund over the next five years. Mr. Coulter stated that if we increase our levy for inflation, it will put us in a better position going forward. Trustee LaPorte stated that if we're left with additional funds, it would stay in the General Fund, and we can apply it accordingly to other projects. Mr. Coulter stated that was correct, any surplus left in the General Fund would go to our municipal building fund for future building projects.

Trustee Suwanski stated that she's been hearing these same conversations repeated over the last five years, if we increase taxes we'll be in a better position. She asked if we're ever going to have a conversation stating that we're well positioned because of a decision we made three years ago. Village Administrator Paula Schumacher stated that the thing to remember here is the age of our infrastructure and if we were having these conversations 15 years ago, we would be in a better position because our infrastructure is now reaching the age where we're seeing failures and replacements. She went on to say that for the past several years, we have held our portion of the 9%-10% portion of the tax bill steady. Ms. Schumacher stated that doing this in smaller increments makes more sense that increasing it by 12% due to the age of infrastructure, it isn't fair or taking into consideration the future of people coming in who will have that impact at one time. Trustee Suwanski stated that she doesn't understand how we went from a negative 1.4% change to 2.17% when we've been so good about doing this incrementally and after the board was repeatedly told that there was plenty of money in the General Fund. Ms. Schumacher stated that the first option does that and what President Gunsteen is referring to is the pension fund. She stated that debt is going to keep increasing, it's not going away, and we have an obligation to fund it by 90% in 2040 which we're on track to do. She went on to say that this is a policy decision. She went on to say that what was presented in option 1 holds a flat levy, which is a viable option.

President Gunsteen stated that option 1 was using 1 million that came out of the General Fund, which was the basis of his concern, to take the money from the General Fund that would be used and was gained by our sales tax increase that was brought in to maintain our streets and our infrastructure. He stated that to Trustee Suwanski's point, the cost of development money was a loan to the TIF which does come back from the purchase of 651 Lake. He stated this was strictly to keep pace with inflation and to maintain what we talked about last year which was to build up a program so that our infrastructure can be maintained in a way that is phased and putting us in a negative financial situation which is why the sales tax went into effect. He stated that he thinks it's the wrong decision to use such a large amount out of the General Fund to cover the pensions when we've planned for the money in our General Fund to go towards our infrastructure, which is the reason why he asked Mr. Coulter to run these numbers. Trustee Gandsey asked if Mr. Coulter was in favor of Option 1. Mr. Coulter stated that he was and agrees with President



## VILLAGE OF BARTLETT COMMITTEE MINUTES October 21, 2025

---

Gunsteen. He went on to say that it's common practice to increase the levy by the rate of inflation or around that rate every year. Ms. Schumacher referenced a chart in the packet detailing how we funded the levy, she stated that we only started taking a reduction from the General Fund about three years ago, but those years previously we levied the full amount that was from our actuary. President Gunsteen stated that we've go roughly 10 million over the cap and 9 million of it will be used for Country Creek. Mr. Coulter stated that was correct. President Gunsteen asked Public Works Director Dan Dinges to put a dollar amount on some of the other issues that might occur. Mr. Dinges stated that there are several corrugated metal pipes and that would approximately be 1 million. President Gunsteen stated that these projects put us right back down with no plan or money for infrastructure repair beyond that because we've used our reserves. Trustee Suwanski asked why option 1 was even presented. Trustee Hopkins stated that this is a policy decision, and the policy makers are thinking they want to be safe in the police pension not out of general fund at the rate of inflation which is why option 1 was presented.

Trustee Suwanski stated that if option 1 wasn't fiscally responsible, why was it presented to the board. Ms. Schumacher stated that she didn't think that was a fair statement and option 1 is fiscally responsible. She stated that it's been following our past practice for the past three years to take money from the General Fund and make a recommendation after we see the actuarial report about police pensions, looking at those numbers, and deciding how to fill the gap. She stated that for the past three years, the board's policy has been to pay a portion from the General Fund. Ms. Schumacher stated that after the last presentation, staff was asked to take a look at it again. Trustee Suwanski stated that if she's remembering correctly, we've never taken the entire million out of the General Fund. Mr. Coulter confirmed that last year was \$700,000 and the two years prior it was approximately \$380,000 for pensions. President Gunsteen stated that we're still taking funds from the General Fund but we're reducing the amount we're taking. He stated that we're bringing that income in through the levy increase through an inflation increase and that the goal would be to evaluate this next levy season to see if we would still need money out of our General Fund in 2027. He went on to say that the goal is not to continue to borrow from the General Fund to cover pensions. President Gunsteen stated that the pension isn't going away and it will continue to rise over the years. He stated that as our infrastructure continues to age or Public Works presents the board with something that needs to be fixed, this is preparing for the worst case scenario. Trustee LaPorte stated that it's better to do this in little increments over a few years as opposed to one lump sum down the road. Trustee Hopkins stated that this change in levy amount won't just be residential but also commercial and industrial. He stated that it raises them probably a lot more than residential and so raising it incrementally is pretty responsible if you're a resident. Trustee Suwanski thanked staff for their work and stated that she's just asking the questions that she knows her neighbors will have. President Gunsteen thanked Mr. Coulter for putting this together and presenting two options to keep us fiscally responsible and plan for longer term expenditures. Ms. Schumacher stated that the next step was the public hearing. She wanted to confirm that they would be writing this up for option two, President Gunsteen agreed. Trustee LaPorte stated that if there were no further questions, staff would bring this back to the board for a vote.

### B. ADJOURNMENT



**VILLAGE OF BARTLETT  
COMMITTEE MINUTES  
October 21, 2025**

---

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

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 9:01 p.m.

Jackie Cardoza  
Executive Assistant