



VILLAGE OF BARTLETT COMMITTEE MINUTES December 2, 2025

1. CALL TO ORDER

President Gunsteen called the Committee of the Whole meeting of November 18, 2025, of the President and Board of Trustees of the Village of Bartlett to order on the above date at 7:53p.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 Samuel Hughes, Finance Director Matt Coulter, Director of Public Works Dan Dinges, Assistant Public Works Director Tyler Isham, Civil Engineer Nick Talarico, Planning & Development Director Kristy Stone, IT Director, John Peebles, Grounds Superintendent Matt Giermak, Police Chief Ryan Conway, Village Attorney Kurt Asprooth, and Village Clerk Lorna Gilles.

3. TOWN HALL: None

4. STANDING COMMITTEE REPORTS

A. COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE, CHAIRMAN GANDSEY

1. BEDA Program Discussion

Trustee Gandsey stated that The Village of Bartlett proposes rebranding and enhancing its Bartlett Economic Development Assistance (BEDA) program as the Belong in Bartlett Business Grant.

This initiative underscores our pro-business attitude, supporting new and expanding enterprises through targeted exterior improvements that beautify our commercial corridors. With an annual \$250,000 budget we aim to encourage and support long-term economic vitality, aligning with the strategic plan to attract investment and strengthen existing businesses.

Since 2018, BEDA has awarded 21 grants totaling \$615,308, spurring \$8 million in private investment. Highlights include major renovations like Streets of Bartlett and MORE Brewing's \$4 million project. However, program evolution is needed to emphasize community branding and flexibility.

Key differences from the former BEDA program include:

- **Focus Shift:** Prioritizes exterior beautification (e.g., signage, tuckpointing) over interior buildouts; interior eligibility limited to life/safety essentials like fire suppression.
- **Grant Cap & Timeline:** \$50,000 lifetime limit over four years, replacing a rigid two-year reapplication wait—enabling phased support for smaller projects.



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- **Matching Structure:** Straight 50/50 match for all awards, eliminating percentage variability; minimum \$2,000 project cost yields at least \$1,000 grant.
- **Review Process:** Applications vetted by the new Community and Economic Affairs Commission (CEAC) before Committee of the Whole review, streamlining approvals.

This refreshed program invests not just in infrastructure, but in Bartlett's reputation as a welcoming hub where businesses belong and thrive. Staff recommends adoption to capitalize on branding momentum. Economic Development Coordinator Tony Fradin stated that this would be tied into our community branding initiative that the mayor and board just created with the new CEAC. He stated that we would now have eleven other members with a lot of business expertise and acumen reviewing these requests before they come to the board. Trustee Gandsey thanked staff for the time and effort put into creating this. She asked if this could go back to the CEAC for review before we approve these changes, she went on to say that she would like the focus to be on how this would benefit and better the community such as outdoor space, artwork, landscaping etc. Mr. Fradin stated that they can absolutely take this to the CEAC to discuss further and then bring it back to a committee meeting. President Gunsteen stated that if he's hearing correctly, this would also allow businesses to come together and work collaboratively and apply. He went on to say that Mr. Fradin would take this to the CEAC to discuss further and then bring it back to a Committee meeting likely in January to advise the board on what was discussed.

Trustee Suwanski asked for an example of a timeline and grant cap and how that would work as far as phase support for smaller projects. Mr. Fradin stated that a while back, the Village had a TIF program for downtown and that was limited to an amount for every three years. He stated that for example in someone applied for a grant in 2026 for \$10,000, they would't have to wait for years to apply again as it would be capped for a total amount within a four year time span as long as the proposed project meets the guidelines. Trustee LaPorte asked if there was anything in place to protect the village against businesses who might not make it. Assistant Village Administrator Scott Skrycki stated that there a clawback provision that is in place that Village Attorney Kurt Asprooth could elaborate on. Mr. Asprooth stated that within the current agreement, if they shut down within the first year of receiving the grant, they would have to pay 60% of that money back, and if they were to shut down within the second year, they would have to pay back 40%. Trustee Suwanski asked how we would ensure getting that money back if they go out of business. Mr. Asprooth stated that the most effective way to do that is to play a lien on the business. President Gunsteen stated that a few years ago, he and Trustee Suwanski met to make sure we had a clawback in place to make sure we would get the money back.

Trustee Hopkins stated that he's not a fan of this program especially as we discuss raising water and sewer rates, he doesn't think this money should go to people who don't necessarily need it. President Gunsteen stated that he looks at this a little differently as most of the businesses requesting the money are on the Cook County side. He stated that if this entices more people to come to the Cook County side of Bartlett instead of the DuPage side, from an investment standpoint, it evens the playing field a bit. Trustee Battermann stated that he likes the name change from assistant program to grant, as well as the "We Belong" branding component. He asked how we plan on advertising this to businesses. Mr. Fradin stated that we send out email blasts quarterly, along with our social media channels and newsletters. President Gunsteen suggested that perhaps our Code Enforcement officers could advise businesses of the grant if they run into instances where they have to write a business up for a fine and could suggest that we have



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a grant program in place that may be able to assist. Mr. Fradin stated that they do get the information from Code Enforcement as well as the Health Officer from the Fire District. Trustee LaPorte wanted to reiterate that the grant funds come to us from the gaming machines throughout Bartlett, Mr. Fradin confirmed that was correct. Trustee LaPorte asked if that revenue is pretty steady. Mr. Skrycki confirmed that it's approximately \$400,000 per year. President Gunsteen stated that we would discuss this further when it comes back to the Committee for further discussion.

B. LICENSE AND ORDINANCE COMMITTEE, CHAIRMAN BATTERMANN

1. 2026 Annual Meeting Notice

Trustee Battermann stated that in conformance with the Illinois Open Meeting Act, the attached document in the board packet is a list of proposed 2026 regularly scheduled meetings for board review.

President Gunsteen made a proposal to change the January 20th meeting to January 13th due to three Trustees being out of town for that date. He asked to move it due to it being a Capital Budget meeting. It was agreed to move it. He also stated that the State law change for Election Day and asked if they wanted to move the meeting date or skip it altogether. It was decided to put it on the notice that those are the dates and then modify it if needed when we get closer to it. Trustee Hopkins wanted to point on that the Bike and Run Committee has a meeting scheduled on December 31st next year, Ms. Stone stated that they usually move that to January. Trustee Hopkins stated he just wanted to put it on their radar. Trustee Battermann wanted to mention that we would not have a meeting on next year's National Night Out scheduled on August 4, 2026 as well on Election Day November 3, 2026.

C. PUBLIC WORKS AND GOLF COMMITTEE, CHAIRMAN DEYNE

1. 2025 Water and Sewer Rate Presentation

Trustee Deyne stated that at the previous Committee of the Whole Meeting, Stantec presented their findings and recommendations for the water and sewer rate study. The goal of the study is to ensure that the Village properly maintains their critical infrastructure at a service level that is acceptable to the Board, and that the rates paid are equitable for those that rely on these different systems presently and for future sustainability. At the request of the Board, Staff has since provided the Board with all the data and tools Stantec utilized to determine their recommendations.

The rates discussed at this meeting will be utilized to fund the upcoming Capital Improvement Plan (CIP) and future operating budgets for the next 5 fiscal years. The Board had some questions during the presentation. The answers are provided below:

Watermain Replacement: Stantec is recommended to replace a minimum of 1% of the system annually for a 100-year replacement cycle. This would be in perpetuity and factored into the Capital budget annually.



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Number 1" Residential Meters: 830

Percentage of Residents that Utilize < 3,000 Gallons per Month: Based off last FY, 39.4% of residential monthly usage is 3,000 gallons or less.

RECOMMENDATIONS

Based off the information provided by Stantec, Staff recommend adopting the proposed recommendations from Stantec. These include:

- The proposed rate adjustments for Water and Sewer for each fiscal year up through FY 2030/2031, which would allow the Village to fund the CIP at the recommended levels. The rates will continue to be reviewed annually and adjusted accordingly if necessary.
- Scale the base charge based off meter size, and eliminate the "minimum bill"
- Modify the residential rate structure to a tiered structure to promote water conservation
- Maintain a uniform volumetric rate for non-residential users
- Utilize the cost of service for treatment and collection to follow for each county's proposed sewer rate.

Mr. Dinges stated that Dave Cole and Jeff were online to answer any questions since they went over a lot of information at the last meeting. Trustee LaPorte asked if Mr. Dinges and Mr. Coulter had met to discuss what Stantec proposed and whether that made sense financially. Mr. Coulter stated that it did make sense as there was nothing presented that he didn't expect. He stated that the DuPage Water Commission has increased their rates in the last four years and rates in general have been consistently going up. Trustee LaPorte stated that Stantec recommends a minimum of 1% replacement of the system annually. He asked if that was realistic Mr. Dinges stated that when we discussed asset management, we are talking about the life of a water main which won't last 100 years. He stated that he thinks this is a good number to put in the budget to make some headway in replacing the water mains that we know are getting to the end of life. He went on to say that making an impact and staying ahead of the water main breaks or any other areas in our infrastructure where they start to fail more frequently. Mr. Coulter stated that 80% of residential will see an increase of \$0-\$10, placing most of the burden on commercial and industrial that have larger water meters and tax our system more. Village Administrator Paula Schumacher stated that the combination of building the rate out of the meter size and use, it reflects the cost of service more effectively in a fair way.

Mr. Coulter stated that he wanted to mention that the Stantec presentation includes \$1 million from Capital Projects funds in order to reduce the burden on residents. He went on to say that those funds come out of the COVID funds that we have remaining which would cover the next year or two. Mr. Dinges stated that we have approximately 200 miles of water main, using that 1%, we're looking at 2 miles every year forever. President Gunsteen stated that he's spoken about this before, he thinks having our staff trained to do this would be more cost effective versus going out to bid every year to have a contractor work on this. He asked for the pros and cons of having our staff do this. Mr. Dinges stated that he's discussed this with other communities; if they have staff work on water mains, its about 500-1000 feet of water main. He went on to say that we're discussing 10,000 feet every year not to mention the equipment



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that would be needed to complete the work. He stated that they can look into the pricing for this, but there's no other communities that have geared up to do a water main project of this magnitude on an annual basis. Ms. Schumacher stated that we would need to look at the cost of this along with the liability exposure to this type of project, but they would put something together for review. President Gunsteen stated that his thought is as time goes on, we can start to save money by having staff trained and acquiring the equipment needed. Trustee LaPorte stated that he agreed that we could negotiate with the contractor regarding a percentage of payment for the first 10 years etc.

Trustee Hopkins asked what they're approving; he asked if it was annual increases every year or every five years. Mr. Dinges stated that the recommendation is to approve the five year rate increases, as shown the 8% for 5% for water and sewer for that five year period after which it would be reviewed every year to see how things are progressing and if any changes are needed. Trustee Hopkins stated that he thinks it's a big ask to approve something over a five year plan especially as we don't know what could happen during that period of time. Trustee Suwanski stated that she understands the 1% increase annually to continually maintain the 400 miles of pipe, but she agrees with Trustee Hopkins that five years is a long time to commit to something like this. Trustee Hopkins stated that he has no issues with the increases for water mains as he sees the water main breaks consistently; he wanted to know how many collapses we see in sewers. Mr. Dinges stated that on average they see half a dozen that they repair themselves where they have to dig it up and clean it up, as recently as completing one on Oak. Trustee Hopkins stated that he thinks keeping sewer rates the same right now makes more sense.

Trustee Battermann asked for clarification regarding what they're sending for a vote at the next board meeting. Mr. Dinges stated that they would like the board to look at both options presented and advise on which one they would like to move forward with. He went on to say that if there is a delay in the rate increases, it changes the number on the capital budget side and they would have to go back and plug those updated numbers in. Trustee Battermann stated that he wanted to mention that the new portal that shows water consumption is amazing, he's been reviewing it for the last week or so regarding his own water consumption and he thinks this will be a great tool for the community.

President Gunsteen asked if there was any further discussion regarding these two options. Trustee Hopkins stated that he thinks we should keep things status quo and then re-evaluate it in two years especially since some major sewer projects were just completed amounting to over \$50 million. Mr. Dinges stated that it's looking at our assets and putting together a program that allows us to maintain sewers and pump stations. He went on to say that we have to look at this as a whole and an entire system that they're trying to maintain, so that long term the Village and the residents paying these rates can feel good about how we're maintaining our system. Trustee Hopkins referenced the Burke study and the cost of the water main project. He stated that they could've referenced the sewer but that was never discussed and this changed the cost significantly. Trustee LaPorte stated that wasn't true, he stated based on the numbers the cost would be going down per resident in Cook County. Trustee Hopkins stated he's not disagreeing but would like to revisit it versus approving a five year plan. President Gunsteen asked if this would work to figuring it into a two year plan. Mr. Dinges stated that they could come up with a capital program for two years with the rate increases as recommended and then the three years beyond that would be estimated. President Gunsteen asked if we have something in place to absorb any changes/increases that come our way from Chicago. Mr. Dinges stated that Stantec did account for some



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unforeseen increases but that the DuPage Water Commission has an agreement in place with Chicago that limits how large the increases can be. Mr. Dinges stated that regardless of how many years they write into the capital budget, the plan would be to come to the board every year to discuss those percentages for increases and re-look at things to determine if this is where we need to continue to be moving forward. President Gunsteen stated that he understands the rate is going to go up, he's just trying to accommodate a slower increase. Mr. Dinges stated that if they went lower than the 8% and 5%, then the increases would continually raise for the next 3-4 years.

Trustee Hopkins stated that he's confused as every year they come to the board regarding increases for the year ahead, he asked why they're asked to locked into 5 years' worth of increases this time around. Mr. Dinges stated that the board asked them to do a rate study to determine what it would take to maintain infrastructure. He stated they hired Stantec to do that, and they came up with a recommendation that stated 8% and 5% is what we need over the next five years to come up with a capital program to take care of our infrastructure. He went on to say that in the past, the board hasn't approved the recommended changes from the DWC, and we're behind with those increases. He stated this is the reason Stantec was hired to help determine what we should be doing. Mr. Dinges stated he understands increases aren't ideal, but we do need to maintain our infrastructure. He stated that we are nearing end of life with our systems and that's when we see main breaks, sewer backups and collapses. He went on to say that they're trying to prepare the board now for what's to come and eventually bring the number of main breaks and collapses down as we move to the future.

Trustee LaPorte stated that based on what he's seeing in front of him, a \$52 water bill going up 8% would be an increase of \$4; which means over five years the bill would go from \$52 to \$76. He went on to say that for the product that we're offering and the maintenance that we're getting, this makes sense. Trustee Hopkins stated he's not arguing that point but thinks they should visit this in two years when he'll still be here. President Gunsteen stated that what if there's someone new on the board who isn't currently here and wants to change everything that's put into place. He stated that's why Public Works is asking for a clear five year plan to provide consistency with what we want to do. He went on to say that if the hang up is five years, there's always opportunity for the board to review these things moving forward especially considering how quickly things can change financially. President Gunsteen stated that on one wants to see water rates increase, he understands that it's one of the number one concerns for residents. But this is the reality and we can rest assured knowing our water in Bartlett is clean. President Gunsteen stated if there were no other questions they would move to adjournment.

B. ADJOURNMENT

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

ROLL CALL VOTE TO ADJOURN

AYES: Chairmen Batterman, Deyne, Gandsey, Hopkins, LaPorte, Suwanski
NAYS: None



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ABSENT: None
MOTION CARRIED

The Committee of the Whole meeting was adjourned at 8:18 p.m.

Jackie Cardoza
Executive Assistant