

UPDATE
2015-2016 Village of Bartlett Strategic Plan
STRATEGIC GOALS, OBJECTIVES AND TACTICS/ACTIONS

Goal #1

FACILITATE ACTIVITIES THAT FOSTER A SENSE OF COMMUNITY

OBJECTIVE

CONTINUE TO ACTIVELY ENCOURAGE DEVELOPMENT.

TACTICS/ACTION STEPS

- Continue focus on the connectivity between Town Center and all of downtown Bartlett relative to pedestrian flow, traffic, landscaping, and viewshed.
 - In May the Public Works Department installed the flower baskets along W. Bartlett Road.
 - The Community Development staff designed the seasonal banners hung by the Public Works Department on W. Bartlett Road.
 - The Public Works Department repaired the Town Center fountain base and completed routine maintenance throughout the month of June.
 - The Public Works Department reset the brick pavers in the walk at 388 S. Main Street that were removed due to a water main break.
 - The GIS team created a METRA parking map that is posted at the train station and the map is also available on line.
 - The Public Works Department put up the holiday decorations on the street poles in downtown and lights on the tree for the Chamber of Commerce tree lighting.
 - New trash cans were installed in the downtown.

- Continue undergrounding of utilities in downtown.
 - Community Development and Public Works staff met with the property manager from BMO Harris on the ability for COMED to put in the underground power lines on S. Main Street.
 - COMED began the underground work in December.

- Continue to support community events that bring residents to downtown Bartlett.
 - Administration, Public Works and Police Department staffs worked on the coordination of events for the Memorial Day Walk.
 - The Police Department provided traffic control assistance for 1,660 participants in the BAPS Walkathon.
 - The Village participated in the annual Independence Day parade and provided Police and Public Works support for the event.

- The Police Department and Public Works staff worked closely with the 4th of July Committee on the Independence Day festivities and fireworks.
 - The Village supported the Bartlett Heritage Days Halloween Fun Fest in October with Police and Public Works assistance.
 - The Public Works and Police Departments provided support for the Lion's Club Labor Day Dash.
 - Administration, Community Development and Police staff began to evaluate the potential to bring a bike marathon to Bartlett in the fall.
- Continue to work with developers and property owners seeking development throughout the Village.
 - Economic development coordinator and environmental consultant toured the vacant Main Steel facility with the listing broker to determine if a Chicago-based recycling company could operate safely in the location.
 - Community Development staff assisted a developer interested in the 3.84 acre site at the corner of Devon and Prospect.
 - The Village Board approved the Starbucks special use for beer and wine on September 1, 2015.
 - Community Development staff met with representatives from Terrestris Development regarding the Rt. 59 and Stearns Road project right-of-way take and the current sign location.
 - Community Development staff met with developers interested in the RLE Bartlett site (old Abel site).
 - The Village Board reviewed the concept plan for Ashton Gardens at the January 19, 2016 Committee of the Whole meeting.

OBJECTIVE

CONTINUE TO PROMOTE COMMUNITY IDENTITY, EVENTS, AND RESIDENT INVOLVEMENT.

TACTICS /ACTION STEPS

- Continue working with other taxing districts on a variety of community events.
 - The Public Works and Police Departments worked with the Bartlett Park District on traffic control for the Apple Blossom Run.
 - The Police Department and Public Works staffs worked with the Bartlett Park District and Bartlett Fire Protection District staffs regarding the Independence Day festivities at Apple Orchard Community Park and the fireworks.
 - The Building Department staff inspected the carnival rides, tent installation and stage for the 4th of July events.
 - The Police Department participated in the Bartlett Fire Protection District's Open House in October.

- Help facilitate community cultural arts activities.
 - The Village provides financial support to Arts In Bartlett.
 - The Village Board approved the Illinois Arts and Humanities Month proclamation on October 20, 2015.
 - The Heritage Days event schedule is printed in the Bartletter.
 - The Fourth of July event schedule is printed in the Bartletter.
 - Arts In Bartlett hosts rotating art exhibits and artist receptions in the training room of the Village Hall monthly.
 - As part of the Sister Cities recognition the Village hosted a musical program that included a performance by the Bartlett's International Chorus as well as the Haka Chorus.

- Continue to support Sister City programs.
 - In July the Administration Staff worked with Arts in Bartlett to coordinate an art exhibit and visit from our Sister City representatives.
 - An article about the Sister City visit was published in the August-September issue of the Bartletter and photos of the event are on the Village website.

- Encourage, promote, and support civic and community groups.
 - The Bartlett Historical Society presented its building plaque program at the May 19, 2015 Village Board meeting.
 - The annual Police Department Open House is partnered with the Bartlett Lion's Club pancake breakfast.
 - The Police Department's Support Services staff participated in the BAPS Children's Health and Safety Fair.
 - The Village approved a burn permit request from American Legion Post 1212 for its flag retirement ceremony on Memorial Day.
 - In July, the Police Department Support Services officers assisted with the Pink Heals Tour fire truck escort.
 - The Police Department and Public Works staffs assisted the Bartlett Lion's Club with the annual Independence Day parade.
 - Every issue of the Bartletter contains the community calendar and Bartlett Briefs featuring news and programs of civic groups. This information is also on the Village website.
 - The Village Board approved the civic group funding process that went into effect on June 1, 2015.
 - The Village Hall was a collection point for Socktober, a collection of new socks for the homeless.
 - The Village was a drop off site for the Toys for Tot's program coordinated by Hanover Township.
 - The Village staff adopted seniors in need and donated gifts to 90 seniors through an angel tree program coordinated with Hanover Township.

- Continue to work with the Bartlett Veterans Memorial Foundation.
 - Assistant Village Administrator is liaison to the Bartlett Memorial Foundation Board of Directors.
 - Village is facilitating improvements to the Bartlett Veteran' site including a water line and 10 trees purchased by the foundation through the 50/50 program.
 - The Building Department issued the permit for the Phase II parking lot at the memorial site on April 22, 2015.

- Continue close working relationship with the Chamber of Commerce.
 - On May 12, 2015 Community Development and Administration Department staff gave a presentation on starting a new business and how the Village can help new business owners. The presentation was part of an educational series sponsored by the Chamber of Commerce and the Bartlett Library District.
 - The Village co-hosted the Breakfast with the Village with the Chamber of Commerce on June 24, 2015 at Bartlett Hills.
 - The annual Chamber vs Village softball game was held in August.
 - Assistant Village Administrator serves on the Chamber of Commerce Board of Directors and participates on the Visioning Committee, Steak Fry Committee and Tree Lighting Committee.
 - The Administration staff coordinated a meeting with Representative Christine Winger's office regarding property taxes, hosted by the Chamber of Commerce.
 - The mayor cut the ribbon for the grand opening of Platform 18 during Heritage Days weekend.

- Promote partnerships with civic and school groups at Bartlett Hills.
 - On April 21, 2015 the Bartlett High School Senior Dinner was held at Bartlett Hills.
 - The Larkin HS Booster Club held its golf fundraiser at Bartlett Hills in May.
 - The Bartlett Lion's Club, the Bartlett Chamber of Commerce and the Bartlett Rotary Club all held events at Bartlett Hills in June.
 - 200 high school golfers celebrated their end-of-year conference meets at Bartlett Hills in October.
 - Bartlett Hills is the home course for the boys golf teams from Bartlett, Elgin and South Elgin High Schools and the girls co-op team from Bartlett, South Elgin, and Streamwood High Schools.
 - In August Bartlett Hills hosted the Bartlett Chamber of Commerce Golf Outing, and the Elgin High School Boosters golf outing.
 - In September the Northern Illinois University and EKG hosted golf outings at Bartlett Hills.
 - Bartlett Hills hosted the Elgin High School Boys Invitational golf tournament, a competition of twelve area teams, in September.
 - Bartlett Hills hosted the DuPage Valley High School Boys and Girls Golf Championships in October.

- A golf outing benefitting the Hanover Township Food Pantry was hosted at Bartlett Hills in October.
- Preserve Bartlett's historical landmarks and artifacts and recognize the richness of the Village's past through the support of the history museums director.
 - Museum staff focused efforts on the Elvina Brant collection, which consists of more than 1,000 pieces. This extensive collection contains a wealth of local history concerning Bartlett School, Lion's Club, Immanuel Church, the Bartlett Council of Defense and much more. Archival supplies such as plastic sleeves and acid free boxes were purchased to store the artifacts.
 - The Public Works Department and Community Development staff worked with the museum staff to design and install a new sign for the Depot Museum.
- Act as a resource for historical information.
 - The museum worked with a group of Elgin High School students who chose to write a paper on the Watermann house, store and family. The group met twice with the museum staff. The museum showed them how to research the information they needed and also supplied copies of images and information in the collection. The museum also pulled objects from the collection relating to their topic that the students photographed.
 - Museum staff assisted the marketing team for Platform 18 in learning about the building and its business history.
 - Each issue of the Bartletter contains information about the programs and collections at the Bartlett History Museum and the Depot Museum.
 - The museum website features an artifact of the month to highlight items in the collection.
 - The museum continuously adds to its collection with artifacts that are donated from residents past and present. Each item's history is recorded, photographed and logged into a tracking system and preserved appropriately.
- Highlight "historic landmarks" in Bartlett History Museum programs.
 - The Bartlett Museums prepared a downtown walking tour for its participation in Heritage Days.
 - On April 30, 2015 the History Museum hosted a speaker who presented the program "Remembering Marshall Field's."
 - The Bartlett History Museum assisted the Bartlett Historical Society on the profiles for its Cemetery Walk. Bartlett Hills provides golf carts and Public Works also provides support for this event.
- Continue to support and provide programs at the Depot Museum.
 - The Bartlett Depot Museum welcomed 1,509 visitors in 2015. This represents an increase of 16 % over last year's attendance.

- Continue to celebrate Bartlett’s history through exhibits, programs, and other venues.
 - The museum coordinated the popular First Ladies Tea for 130 participants. This marked the 18th year for this program that is offered in partnership with the Bartlett Library District and frequently is sold out.
 - The History Museum created a custom commemorative ornament for the Village’s 125th. Sales began on Monday, November 2, 2015 and on that day 75 ornaments were sold! By the following Monday, November 9, all 125 ornaments had been sold.
 - 125 Objects, Curated by the Community is another special project for the Village’s anniversary. The museum has been receiving donations that are counting toward the goal of 125 new objects by the end of 2016. A BSA Troop 66 patrol flag, several pieces of ephemera from Immanuel United Church of Christ, and a postcard from Acorn Antiques, once located in Bartlett, were received in November.

- Continue youth focus in history museum programming.
 - For 18 years the Village of Bartlett Museums have participated in the Kane DuPage Regional Museum Association’s Passport to Adventure program. This free program for children runs from Memorial Day through Labor Day.

- Continue a volunteer program at the Bartlett History Museum and Depot Museum.
 - Work continues on other efforts by the museum to commemorate Bartlett’s 125th anniversary of incorporation. This includes writing and researching the 125 selected objects for the exhibit. The museum has been contacting several former and current residents, asking them to volunteer their time and write a paragraph story about an object they would have had a connection with.

OBJECTIVE

MAINTAIN, MARKET AND ENHANCE COMMUNICATION

TACTICS/ACTION STEPS

- Promote the Village’s website, Twitter and Facebook presence to residents.
 - In 2015 there were 374,048 visitors to the Village’s website.
 - The Discover Bartlett Facebook page has 4,600 likes.
 - The Village has four Twitter accounts (Village, History, Public Works and Police) and a total of 3,105 followers.

- Maintain municipal focus in the Bartletter to provide more information to residents.
 - The April-May issue of the Bartletter contained the 2015-16 Strategic Plan goals and objectives. This issue also contained brush and hydrant flushing schedules.
 - The June-July Issue of the Bartletter contained the Annual Water Quality Report and the clean-up week schedule.
 - The August-September issue of the Bartletter contained information about the parkway tree planting program and National Night Out.
 - The October-November issue of the Bartletter provided information about the fall leaf collection program and the Pride In Ownership program winners and the RTA-TOD community input meeting.

- The December-January issue of the Bartletter provided information on snow removal and the Police Department warming center.
- The A Minute with the Mayor and the Time Out with the Trustees columns focus on recent board actions.
- The Bartletter continues to be an important vehicle to get information out to our residents, especially regarding on -going projects like the potable water study, annual water quality report and Emerald Ash Borer tree removal, promoting new businesses through the Zoned for Business section and local community events featured on the calendar pages.
- Maintain training pertaining to the Open Meetings Act and the Freedom of Information Act and compliance with the law.
 - Designated staff completes the annual on line training modules provided by the Attorney General's Office.
- Promote email blast registration.
 - The Village has seven categories for eblast information and 3,517 subscribers.
- Complete redesign of the Bartlett Hills website.
 - The redesigned site was launched on May 15, 2015.
 - The new site has expanded banquet and wedding information.
 - The new site has easy links to the Bartlett Hills Facebook, Twitter, Google Plus and Pinterest.
- Maintain and continue to enhance transparency efforts.
 - Transparency information on the website was updated in April.
 - Minutes and audio recordings are updated to the site when minutes have been approved.
 - The Village Board approved the release of executive session minutes on July 21, 2015.
 - The Village responded to 1,017 Freedom of Information Act requests in the past fiscal year.
- Facilitate communication with resident groups on specific issues.
 - In 2015, the Village responded to 2,125 requests for service through the Go Request mobile application.
 - The Building Department responded to 90 drainage concerns in 2015.
 - A series of community input meetings were held as part of the RTA/TOD steering committee process.

- Continue to solicit resident feedback in the Bartletter and on the Village website, Go Request and email.
 - 1,210 follow-up surveys from Bartlett Go Request system were sent to residents last year.
 - 379 follow-up surveys from Bartlett Go Request system were replied to by residents. The majority ranked employee effectiveness (59%) and employee courtesy (62%) and time to respond (62%) as superior. 44% reported that their expectations were exceeded.
 - The April-May issue of the Bartletter contained the Bartlett Police Department Citizen Survey.

- Promote new websites (Village and golf course)
 - The April-May and December-January issues of the Bartletter included information on the course and directed readers to the new website.
 - Every issue of the Bartletter contains information about the Village website and special features such as the dining guide and cemetery grave finder.

OBJECTIVE

FACILITATE INTERGOVERNMENTAL RELATIONSHIPS WITH OTHER LOCAL TAXING DISTRICTS

TACTICS/ACTION STEPS

- Solicit input from other taxing bodies and carefully consider the impact of development, zoning, and building issues on those districts.
 - The Joint Review Board met on May 14, 2015 regarding the proposed downtown Tax Increment Financing district, where a resolution against recommending the TIF district to the Village Board was approved.
 - TIF Joint Review Board was held on August 19, 2015.

- Continue intergovernmental meetings driven by need, topic and timing.
 - The Village participated in the Joint Taxing District meeting hosted by U-46 on April 14, 2015.
 - The Tax Increment Financing district Joint Review Board was held on August 19, 2015.
 - State Senator Tom Cullerton hosted a town hall meeting in the Village's Council Chambers on August 31, 2015.
 - Bartlett also hosted a grant workshop offered by Congresswoman Duckworth's office in August.
 - The Village hosted its annual Principals Breakfast on October 1, 2015.

- Continue to work closely with other taxing bodies.
 - The Police Department Honor Guard assisted the Bartlett Fire Protection District with its 9/11 Remembrance Ceremony at Bartlett Fire Station 1.
 - In September, the Police Department Support Services staff participated in the DuPage County Sheriff's Office Safety Saturday.
 - The Police Department provided child safety seat information at the Hanover Township's Just for the Health of It Community Health and Wellness Expo.

- GIS base data is updated with information provided from all three counties.
- The Building Department staff issued a permit on July 21, 2015 for the interior renovations at the Bartlett Public Library.
- The GIS specialist updated four taxing district layers and the polling place locations based on updated information from the counties.
- The Village billed the Fire Protection District in May for its portion of the debt service payment.
- The Village Board Committee of the Whole reviewed the Rt. 59/Stearns Road improvements on April 7 and May 5, 2015.
- The Administration and Public Works Departments collaborated with the Bartlett Library District for the tree give-away event at the Bartlett Nature Center for Earth Day.
- The Village continues to work with the Federal Railway Agency and the Illinois Commerce Commission regarding the Spaulding Road quiet zone.

OBJECTIVE

CONTINUE EFFORTS TOWARD PROMOTING AND ENHANCING BARTLETT SCHOOLS.

TACTICS/ACTION STEPS

- Work jointly with School District U-46 to support and further education enhancement efforts.
 - In February, Administration and Community Development staff met with the students from Beacon Academy. The students from South Elgin High School will be producing a video for the Village focusing on its commercial areas. Tony will assist the students in coordinating interviews with local business owners and Mayor Wallace. The students from the academy also worked with the Bartlett Museum to create oral histories from long-time residents. The students will be working with the museum again on a project relative to Bartlett's 125th anniversary.
 - On April 10, 2015, Mayor Wallace was Principal for a Day at Bartlett High School and Village Administrator Salmons was Principal for a Day at Bartlett Elementary School.
 - In May, 81 first graders, along with teachers and adult helpers, visited the Bartlett History Museum. The students learned about the history of their school through historic pictures, stories, and textbooks.
 - The Bartlett Museum staff visited all five second grade classes at Liberty Elementary School and showed them what life in Bartlett was like in 1900. Later in the month, 75 first grade students from Bartlett Elementary School visited the History Museum and learned about the history of their school. Lastly, 10 students and their aides from Bartlett High School's special needs class visited the museum.
- Continue to communicate with the school district on areas of mutual concern.
 - The Village Board approved the U-46 Release of School Donations Request on May 19, 2015.
 - The Village hosted the Principals Breakfast on May 7 and October 1, 2015 at Bartlett Hills.
 - In June the Traffic Unit and Public Works staff met to review the modifications to existing school zone boundaries and required signage.

- The Police Department provided extra patrols at the seven elementary schools before and after school during the first week of classes.
 - The school resource officer agreement between the school district and the Village was approved by the Village Board on November 16, 2015.
 - The Police Department Traffic Unit responded to complaints of double parking by Prairieview School and for passing school buses.
 - The Police Department Traffic Unit worked with Eastview Middle School regarding speeding vehicles.
- **Continue to support U-46 golf program.**
 - 200 high school golfers celebrated their end -of -year conference meets at Bartlett Hills in October.
 - Bartlett Hills is the home course for the boys golf teams from Bartlett, Elgin and South Elgin High Schools and the girls co-op team from Bartlett, South Elgin, and Streamwood High Schools.
 - Bartlett Hills hosted the Elgin High School Boys Invitational golf tournament, a competition of twelve area teams, in September.
- **Encourage student/government education and career day efforts.**
 - In January, Administration staff gave a presentation to the civics classes at Bartlett High School. The Village was invited by the Bartlett High School staff to attend the class to discuss local government.
 - Administration, Human Resources and Golf staff worked to place a student from U-46's work internship program for special needs students. The student began a 30- day work rotation at Bartlett Hills in October.
 - On October 30, 2015 and February 5, 2016 Trustees Carbonaro and Reinke visited the AP Government class at Bartlett High School. The class was learning about campaigns and welcomed the chance to talk to actual office holders.
 - Public Works and the Police Department staffs assisted Bartlett High School with the traffic control for the Bartlett High School Homecoming Parade on October 4, 2015.
 - On April 17, 2015, Bartlett High School Resource Officer Bosh provided a law class with a classroom presentation.
 - On May 6, 2015, the Police Department graduated its inaugural Teen Citizen Police Academy.
- **Continue ongoing partnership with schools regarding emergency drills and training.**
 - The Police Department Support Services division assisted Nature Ridge Elementary School, Hawk Hollow Elementary School, Independence School, Prairieview Elementary School, Sycamore Trails Elementary School and Centennial Elementary School with their school lockdown drills.
 - The Police Department's canine team assisted U-46 staff with a locker sniffing search at Bartlett High School and Eastview Middle School on October 19 and December 11, 2015.
 - The Police Department's Support Services Officer conducted school crossing guard training for new substitute crossing guards.

- Promote positive accomplishments of Bartlett schools to residents.
 - Top of the Class is a special feature section that was added to the Bartletter to highlight achievements of Bartlett schools, staff and students.
 - The Village Board approved the Bartlett High School Student Council parade request on September 15, 2015.
 - The annual recognition by the Village Board of the retiring teachers and staff from U-46 schools in Bartlett was held at the June 7, 2015 Village Board meeting.
 - On December 1, 2015, the Village Board recognized the Bartlett High School Boys Soccer Team for its 4th place finish in the state tournament.
 - The 5th grade DARE students were celebrated at Bartlett Elementary School, Nature Ridge Elementary School, Centennial Elementary School, and Sycamore Trails Elementary School.

Goal #2

ATTRACT AND RETAIN A DIVERSE BUSINESS POPULATION

OBJECTIVE

CONTINUE TO DEVELOP THE DOWNTOWN

TACTICS/ACTION STEPS

- Explore incentive opportunities in the downtown.
 - The Community Development staff worked with Lakin General regarding the potential for a Class 6b application for real estate tax incentive regarding the Main Steel building.
 - In July the Economic development coordinator spoke to a local commercial broker about potential incentives for a new downtown business.
- Work diligently with new owners of Town Center to continue development.
 - In April, the economic development coordinator sent information about Town Center and other downtown locations to an aspiring restaurateur.
 - Town Center owners were invited to participate in the RTA/TOD community input meetings.
 - Community Development staff continues to provide assistance to the Town Center owners to facilitate development opportunities.
- Continue to identify businesses and bring them to the downtown.
 - In July, the economic development coordinator met with a restaurateur interested in space in Westgate Commons.
 - The Community Development staff assisted Dr. Ackerman's architect regarding the redevelopment of the Bormann Building on Main Street.
 - The economic development coordinator assisted a broker working on behalf of a cell phone store investigating potential locations.

- Continue to evaluate a TIF district to encourage downtown redevelopment.
 - The Community Development staff worked with TIF consultants Kane McKenna on preparing the proposed downtown TIF.
 - The Economic Development Commission recommended approval of the downtown TIF at its May 11, 2015 meeting.
 - The Joint Review Board recommended against the TIF district on May 14, 2015.
 - The Village Board held the Downtown TIF Public Hearing on June 2, 2015.
 - The Village Board voted not to establish a downtown TIF area on July 7, 2015.

- Continue to implement Village Board approved EDC recommendations for downtown improvements.
 - The Administration and Community Development staff reviewed several requests for proposals for the downtown transit oriented design that is part of the grant the Village received from the RTA.
 - The kickoff meeting of the downtown TOD plan steering committee was held on August 11, 2015.
 - The downtown TOD steering committee meeting was held on October 21, 2015.
 - The preliminary report from the RTA/TOD planning consultants was received and reviewed by the Community Development Department staff in December.
 - The EDC reviewed additional cable television ads for Heritage Days and downtown dining.
 - The EDC developed an Economic Development Marketing Plan that is pending Village Board approval.

- Continue to address downtown vacancies.
 - On June 12, 2015, the economic development coordinator met with a Chinese restaurant owner to discuss a possible downtown location.
 - Community Development staff met with Franco Vercillo to discuss the potential redevelopment of his properties at Oak Avenue and Oneida.
 - The economic development coordinator worked with the owner of a remodeling company seeking to purchase property in the downtown.
 - The Community Development staff met with potential developers interested in a mixed-use downtown redevelopment project on August 13, 2015.
 - Community Development staff continued to assist a local chiropractor with interest in purchasing and redeveloping an older building on Main Street.
 - The economic development coordinator worked with a broker representing a potential buyer for Bartlett Plaza. The buyers let the contract expire this past summer.
 - The Community Development staff assisted a local business owner exploring potential locations including the former Bartlett Sports building on Main Street.
 - The Community Development staff worked with a Bartlett resident seeking to open a video gaming business in downtown.
 - The economic development coordinator investigated the services of national retail consulting groups.

- The economic development coordinator contacted several developers to determine their interest in downtown Bartlett.
- The economic development coordinator met with a resident interested in opening a business in the form Carla's Brunchbox location.
- Economic development coordinator responds to weekly development related questions regarding a variety of locations.
- The economic development coordinator met with a therapist seeking a small office space in the downtown.
- The downtown page of the Economic Development section of the Village website was updated with updated demographic reports.

OBJECTIVE

REVIEW ALL MUNICIPAL POLICIES, PROCESSES AND REGULATIONS RELATIVE TO THE BUSINESS COMMUNITY

TACTICS/ACTION STEPS

- Continue marketing efforts and work with the property owners, brokers, and chamber of commerce.
 - The economic development coordinator facilitated ad creation and placement for Heritage Days with Comcast. The ad ran 886 times on several cable channels over a two week period.
 - In September, the economic development coordinator met with the broker for a senior living facility.
 - In May, the economic development coordinator was interviewed for a May 19, 2015 Chicago Tribune article about the nine towns working together on the vacant Dominick's stores.
 - In August, the Economic development coordinator met with the broker representing a 2.83 acre property at Munger and W. Bartlett Road about potential development and joint marketing the property.
 - The economic development coordinator attended the ICSC show in Rosemont on August 6, 2015.

- Continue advertising efforts focused on existing businesses and "shop local" promotional campaign.
 - In April, a promotion of Studio Energia was posted on the Discover Bartlett page, received 6,000 views and 150 likes.
 - In June, 1,500 copies of the Bartlett Dining Guide were distributed throughout the Village.
 - Created a post on Facebook for five local establishments/sports bars to encourage watching the Cubs playoff games locally.
 - Worked with more than 40 local businesses on the Bartletter coupon insert in the December issue.

- Community Development staff worked with Comcast advertising to purchase and produce a “Dine in Bartlett” advertising campaign to run in December on several cable channels.
- In September, 17 posts on Discover Bartlett Facebook page were made. A shared Tribune article about Platform 18 was the most popular with 9,300 views and more than 1,200 clicks.
- The August Zoned For Business column for the Bartletter featured Creative Werks and Soothing Nail Spa.
- **Promote existing incentive options to attract new businesses.**
 - Community Development staff met with owners of Papa Pacino’s on April 17 to discuss the future of the businesses in conjunction with downtown redevelopment.
 - Evaluated potential to provide Village assistance for electrical upgrades to Bremskerl, a new Brewster Creek Business Park business.
 - Community Development staff met with business owners in the downtown and the Brewster Creek Business Park owners interested in the 6-B tax incentive.
- **Maintain contact with owners and brokers of vacant commercial space/property.**
 - In April, staff met with broker for the southwest corner of Devon and Prospect Ave.
 - In April, the economic development coordinator met with a broker for the southeast corner of West Bartlett Road and Munger.
 - The economic development coordinator met with a commercial broker about locating a yoga studio in the last vacant space in the medical building on W. Schick Road.
 - In June, the economic development coordinator contacted several grocers on behalf of One Call, Ten Stores group to promote vacant Dominick’s sites.
 - The economic development coordinator assisted Artis Senior Living pursue a sales office in the Stearns Crossings shopping center.
 - The economic development coordinator assisted Pietanza restaurant in moving into the former Papa Saverio’s space on Army Trail Road.
 - The economic development coordinator met with the broker representing the Cartland building on Bartlett Avenue regarding potential tenants.
 - The economic development coordinator met with the newest broker for the 4.6 acre parcel at Stearns and County Farm Road.
 - In July, the economic development coordinator worked with an owner of an auto service business in Roselle about relocating to the former Marathon station on Lake Street.
 - Continued an ongoing effort to coordinate brokers representing a new grocery store to speak with representatives of Safeway and Stearns Crossing broker.
 - The economic development coordinator met with developers on June 3, in an effort to attract a branded hotel to the Village.

- The economic development coordinator is in close contact with the Stearns Crossing shopping center broker to discuss potential tenants and follow-up calls for the former Dominick's store.
 - The Village President, Village Administrator and Community Development staff met with the President and other executives from Jewel-Osco regarding their plans for the vacant Dominick's space now that their parent company had control of the lease through 2019.
 - Community Development staff contacted Whole Foods representatives regarding their new 365 concept.
 - The economic development coordinator worked with broker seeking a high-traffic, signalized intersection for a gas station/convenience store.
 - The economic development coordinator worked with a daycare facility on submitting a concept plan for their site at the intersection of County Farm and Stearns Roads.
 - The economic development coordinator responded to several calls regarding the redevelopment of Bartlett Plaza.
- **Maintain a database of available commercial and industrial sites.**
 - In April, the available industrial space inventory was updated and posted to the website.
 - In May, the commercial vacancy list on the website was updated
 - In July, the downtown Bartlett section of the Economic Development webpage was updated.
 - Industrial space inventory was sent to a home-based communications company based in Wayne searching for industrial condominium units.
- **Continue to work with the chamber of commerce and EDC on the business visitation program.**
 - Business visits to the Bartlett Coin Shop, Ion Nutrition and the Book Lady's Book Attic were completed in September.
 - Visited with owners of the new hair salon on Bartlett Road on July 28, 2015.
 - Visited Smokin' Pit BBQ and Whole Pet in May.
 - A business visit was made to O'Hare's Pub on May 21, 2015.
 - In April, a business visit was made to Tokyo Steakhouse.
- **Work with chamber to identify needs of business community and areas of possible assistance.**
 - The Community Development Department staff hosted a meeting between the four largest employers in the Brewster Creek Business Park and PACE. Pace presented a number of public transportation options available to the businesses in the park.
 - The Police Support Services staff provided West Suburban Bank and First American Bank employees with bank robbery awareness training.

- The Police Department Support Services staff participated in the Home Depot's safety fair.
 - In April, the economic development coordinator met with the Chamber of Commerce representative from NovoPrint to discuss new businesses to be included in the 2015 Businesses and Services Guide.
 - On May 12, Community Development and Administration Department staff gave a presentation on starting a new business and how the Village can help new business owners. The presentation was part of an educational series sponsored by the Chamber of Commerce and the Bartlett Library District.
 - In May the economic development coordinator met with Chamber of Commerce new president/CEO.
 - The assistant village administrator serves on the Chamber of Commerce Visioning Committee.
- Continue zoning code update.
 - The Committee of the Whole discussed the zoning restrictions on video gaming on October 20, 2015.
 - Building height restrictions in industrial districts were amended.
- Evaluate ways to expedite timeframes within the development process.
 - The Village Board approved a text amendment to the zoning ordinance that will allow taller buildings in the industrial districts, eliminating the need for a special use and 45 days from the development process.
 - The Village Board approved the Mr. Carwash site plan amendment on October 6, 2015, on an expedited schedule.
- Review potential for administrative approval for minor site plan amendments to limit costs and expedite timeframe for development.
 - The Village Board created a preapproved site plan for a typical building pad, outside storage, parking and landscape buffers for the Blue Heron Business Park.

OBJECTIVE

CONTINUE TO ADDRESS THE DEVELOPMENT OF THE BREWSTER CREEK BUSINESS PARK

TACTICS/ACTION STEPS

- Monitor financial transactions.
 - Rana Meal Solutions requested and received the \$50,000 incentive granted in March of 2011.
 - The Village Board approved the Brewster Creek developer note #3 payout request 25 on June 2, 2015.
 - Village Board approved the Brewster Creek developer note #3 payout request 26 on July 21, 2015.
 - Village Board approved the Brewster Creek developer note #3 payout request 27 on August 18, 2015.

- The Village Board approved the Brewster Creek developer note #3 payout request 28 on September 15, 2015.
 - The Village Board approved the Brewster Creek developer note #3 payout request 29 and 30 on October 20, 2015.
 - The Village Board approved the Brewster Creek developer note #3 payout request 31 and 32 on December 15, 2015.
 - The Village Board approved the Brewster Creek developer note #3 payout request 33 and 34 on February 2, 2016.
 - The Community Development staff met with the owners of Brewster Creek Business Park regarding the plan for closing out the Brewster Creek TIF.
- Continue to market sites to attract desirable users at the local, regional and national levels.
 - In April, information about Brewster Creek Business Park was sent to a research analyst with Jones Lang LaSalle.
 - The economic development coordinator attended the ICSC Chicago conference on October 8-9 to meet with potential developers and retailers.
 - In October, the economic development coordinator met with an industrial broker from CBRE about Brewster Creek Business Park regarding a relocation and expansion site for his client.
 - The economic development coordinator participated in the Northern Illinois Commercial Association of Realtors Showcase on October 20 to promote Bartlett and Brewster Creek Business Park.
 - The Brewster Creek Business Park map was updated with an aerial view, constructed and planned buildings and updated tenants list.
 - The Economic development coordinator met with representatives of Ace Relocation Services on September 30, 2015, to facilitate the construction of its new 50,000 sq. ft. building in Brewster Creek Business Park.
 - The Economic development coordinator began assisting an industrial broker/site selector researching potential locations for a 25,000 sq. ft. build- to-suit project.
 - Community Development staff worked with the new listing agent for 1540 Hecht Ct. about the available 15,000 sq. ft. space formerly occupied by the Hitting Zone.
 - In December, the Economic development coordinator spoke to an industrial broker with interest in the soon to be built 271,000 square foot Ridge Development building in Brewster Creek.
 - On May 8 the Economic development coordinator attended the Chicago Industrial Summit in Chicago to promote Brewster Creek Business Park.
 - The Community Development staff met with a potential developer for a new 260, 000 sq. ft. building in July.
 - The Economic development coordinator assisted a home based business from Wayne, Cymbal Communication expand into an industrial condominium unit in the business park.

- The Economic development coordinator spoke with two potential industrial businesses in July, a recycling business and a high-precision machining company, looking to relocate to Brewster Creek Business Park.
- The Economic development coordinator met with the representative of a high-precision manufacturing firm on August 7 to discuss a potential relocation into the Brewster Creek Business Park.
- The economic development coordinator met with an industrial broker from Jones Lang LaSalle about sites in the Brewster Creek Business Park.
- **Continue partnership with Choose DuPage to attract new businesses.**
 - The Economic development coordinator attended the Choose DuPage quarterly meeting on June 4, 2015.
 - The economic development coordinator attended the Choose DuPage quarterly meeting on September 3, 2015.
 - Community Development staff met with Choose DuPage officials on July 31, 2015 to discuss how they can continue to serve communities like Bartlett.
- **Continue streamlined site and building plan review process.**
 - An occupancy permit for relocation of Cross Fit from 1235 Humbracht Circle Unit E to 1281 Humbracht Circle Unit E was issued by the Building Department on May 4.
 - A permit to install a fire separation wall for the office area and warehouse was issued to Bremskerl at 1291 Humbracht Circle Unit A on May 29, 2015.
 - A permit was issued by the Building Department to Creative Werks at 1350 Munger Road to relocate the mezzanine to the northwest corner of the production center on May 29, 2015.
 - A permit was issued to Rana Pasta for revisions to 550 S. Spitzer Road facility on June 11.
 - A buildout permit was issued by the Building Department to Get Fresh Produce in the ITW Building on August 27, 2015.
 - The Village Board approved the Rana site plan amendment on December 15, 2015.
- **Implement internal infrastructure including internal road improvement, wetland and storm water management system.**
 - Community Development staff met with the business park owner and owners of Get Fresh to discuss off street parking facility and the future construction of a new building.
 - The Public Works Department coordinates permit reviews for utilities and sub-contractors for future work in the right of way and easements near Brewster Creek Business Park.
 - Administration and Community Development staff met with Comcast to address the upgrade of cable internet services in the business park.

- Continue evaluation of fats, oils and grease discharge level relative to future development.
 - The Wastewater Department continues to work with Rana Pasta regarding the pre-treatment sampling and FOG samples.
 - Public Works Department staff completed the review with the consultant and the recommendation is scheduled to be reviewed by the Village Board Committee of the Whole.

OBJECTIVE

CONTINUE TO ADDRESS BUSINESS DEVELOPMENT OF THE BLUFF CITY AND BLUE HERON BUSINESS PARKS

TACTICS/ACTION STEPS

- Continue to monitor mining operation with consultant.
 - Elected officials and staff toured the Vulcan Materials underground limestone mine in full production.

- Continue marketing efforts to attract desirable users.
 - In July the Economic development coordinator assisted an industrial broker from Suburban Real Estate Services regarding a 25,000 sq. ft. tenant researching the area.

- Monitor mining royalties in accordance with the agreement.
 - The Village completed an audit of the mining operation in the fall of 2015.

- Promote the business and industrial parks focusing on the diversity of the sites available in the Village.
 - GIS created a location map based on multiple legal descriptions for portions of the Blue Heron Business Park.
 - The Building Department issued a site development permit to Traffic Services in the Blue Heron Business Park on October 27, 2015.
 - The Economic development coordinator met with an industrial broker from Colliers seeking a five acre site for an industrial build to suit project.
 - The Village Board reviewed the Blue Heron Business Park 3rd amended annexation and revised PUD plan at the January 5, 2016 Committee of the Whole meeting.

OBJECTIVE

ADVANCE THE DEVELOPMENT OF COMMERCIAL AREAS AT RT. 59 AND LAKE STREET AND RT. 59 AND W. BARTLETT ROAD SITE

TACTICS/ACTION STEPS

- Continue to work with developers on site design, incentives and appropriate uses.
 - In April, the Economic development coordinator contacted an Algonquin-based retail developer regarding the northwest corner of Rt. 59 and West Bartlett Road.
 - In August, the Economic development coordinator met with the broker for the “Eagles Ridge” property, 20 acres zoned B-4 at Rt. 59 and Lake Street, about potential development.
 - The Economic development coordinator worked with a site selector for a medical office complex interested in a 10-acre site on the west side of Rt. 59, south of Schick Road.
 - Community Development staff met with a representative from Buchanan Energy interested in locating a gas station along Rt. 59.

- Continue marketing efforts on the sites.
 - GIS created a map of the NW corner of W. Bartlett Road and Rt. 59 to be included with the marketing corridor maps.
 - In April, the Economic development coordinator met with a broker and developer working to site a business at Rt. 59 and Schick.
 - In December, the Economic development coordinator spoke with the owner of a 12 acre site at the NW corner of Rt. 59 and Schick Road about the development of the property after annexation to the Village.

- Re-examine boundaries of existing TIFs to allow for new properties.
 - n/a

- Monitor IDOT’s proposed improvements to Rt. 59 and West Bartlett Road relative to commercial development.
 - Administration, Public Works and Community Development staff met with IDOT representatives in October to discuss the expanded scope and timeframe for the Rt. 59 and W. Bartlett Road intersection improvements.
 - IDOT approved the dual left turn lanes the Village requested to facilitate the development of this intersection.

OBJECTIVE

DEFINE A MARKETING PLAN TO ATTRACT RESIDENTIAL AND COMMERCIAL INVESTMENT IN BARTLETT

TACTICS/ACTION STEPS

- Create a specific marketing plan for each industrial, commercial area and overall community.
 - The Village Board Committee of the Whole reviewed the marketing plan on June 2, 2015, and referred the project to the Economic Development Commission.
 - The Economic Development Commission continues its review of the draft marketing plan. The EDC approved the plan at its December 14 meeting.

- Update marketing materials “tool kit.”
 - The Bartlett dining guide map was updated and a digital application created.
 - In April the Discover Bartlett Facebook page was updated with new photos.
 - Discover Bartlett Facebook Page up to 4,489 likes in August.
 - Economic development coordinator met with Comcast advertising representative regarding cable advertising campaign.
 - On December 4, staff met with representatives from Buxton. The company provides household level customer analytics to use in a community’s efforts to recruit new businesses.
 - New trade show marketing booth designed and purchased.

- Create digital marketing campaign to promote doing business in Bartlett.
 - The students from South Elgin High School’s Beacon Academy produced a video for the Village focusing on its commercial areas. Community Development staff assisted the students in coordinating interviews with local business owners and Mayor Wallace. The video can be seen on the Village website.

- Increase marketing in trade publications.
 - In April, an ad promoting Brewster Creek Business Park in Chicago Industrial Properties was placed.
 - The Economic development coordinator wrote an article and sent photos of Brewster Creek Business Park for a feature in Northern Illinois Real Estate magazine’s June issue.
 - Purchased a full color ad in Benuzzi’s Industrial Guide In January
 - Purchased an ad in Chicago Industrial Properties in January.

- Continue to work with state DCEO and Choose DuPage to promote Bartlett.
 - The Economic development coordinator participated in a State of Illinois tourism event in Elgin on July 30.
 - Worked with Bryan Gay of Choose DuPage on several reports about Bartlett’s economy, where were presented to the EDC on February 8.

- Co-hosted with Choose DuPage the second broker open house in Brewster Creek Business Park.

Goal #3

MAINTAIN AND ENHANCE THE APPEARANCE OF THE COMMUNITY

OBJECTIVE

ADVANCE RESIDENTIAL, INDUSTRIAL, AND COMMERCIAL REGULATIONS, VIA ORDINANCE AND POLICY REVIEWS AND IMPLEMENTATION

TACTICS/ACTION STEPS

- Continue educating residents on the property maintenance code.
 - The Building Safety Month proclamation was approved by the Village Board on April 21, 2015.
 - Village Website and newsletter features frequently asked code enforcement questions and information about the maintenance code.
- Continue award program for good property maintenance.
 - Pride In Ownership winners were recognized at the October 6, 2015 Village Board meeting.
- Continue Home Improvement Information Day.
 - Building Department staff hosted Home Improvement Day at the Nature Center during the Earth Day celebration on April 25.
- Continue annual inspections on new and existing buildings to maintain commercial and industrial stock.
 - The Building Department conducted 5,539 inspections in 2015.
 - The Building Department conducted 110 annual life safety inspections in 2015.
- Provide information about the regional housing assistance programs.
 - The Building Department continues to provide information about the DuPage County Housing Assistance Programs and the Northwest Housing Assistance Programs to eligible homeowners.
 - Information is also provided on the Village website.
- Maintain inspection and enforcement of property maintenance code.
 - The Village welcomed a new code enforcement officer in April.
 - The code enforcement officers managed 337 new cases and 522 code violations in 2015.
- Continue the foreclosure response team to coordinate efforts relative to vacant or foreclosed properties.

- The Community Development staff updates the foreclosure database as needed and sends the inspectors their list of new properties to monitor.
- 139 properties remain active in the foreclosure data base.
- Work cooperatively with business owners and residents during the inspection process to achieve compliance.
 - The Building Department issued an industrial addition and an industrial renovation permit to Rana Meal Solutions on June 30 to facilitate the installation of an additional production line.
 - The compliance rate for 2015 code violations was 81%.
- Maintain vacant building registry.
 - There are 224 active vacant building registrations.
- Evaluate variation requirement for four-foot fences.
 - The Village Board approved the recommendation of the Plan Commission to allow four-foot fences at its December 1, 2015 Village Board meeting.
- Implement expanded local adjudication process.
 - The GIS Specialist wrote a program for the parking ticket database that automatically notifies the Police Department when a ticket holder who requested local adjudication decides to pay the ticket instead of going through the adjudication process.
 - The Finance Department worked with the Police Department to set up electronic payments for adjudication court fines.

OBJECTIVE

PROMOTE AN INVITING OUTDOOR ENVIRONMENT

TACTICS/ACTION STEPS

- Integrate new bike paths into existing local and regional trails.
 - On June 2, 2015 the Village Board approved the Stearns Road bike path bids.
 - In July, the GIS specialist and the public works director joined biking resident Terry Witt on a 9.5 mile bike ride along many of the Village's paths to review their condition and the Village's plan for future bike path connections.
 - The Village established a committee to do a comprehensive evaluation of the Village's bike path program.
- Work cooperatively with Bartlett Park District to obtain future park space.
 - The Village Board approved the Spring Lakes playground and parking site plan on October 20, 2015.

- Continue Adopt-A-Bike Path program.
 - Adopted paths continue to be cleaned by their sponsoring organizations. No new paths were adopted this year.

- Promote the bike path system.
 - The Village Board approved the bike month proclamation on May 5, 2015.
 - GIS specialist updated the bike path map in July.

- Implement EAB program (removal, plant, reforest) and explore different planning profile for more inventory.
 - In June Trees R Us completed the ash tree removals.
 - The Public Works staff removed more than 250 tree stumps in June.
 - The Village arborist completed the review and marking of planting locations for new trees.
 - Public Works assisted with ash tree removals.
 - In August, the 2-inch replacement trees planting was completed.
 - A Parkway Tree Replacement Program article and order form were created for the Village website and the August/September issue of the Bartletter.
 - 600 trees were planted in the spring and 600 trees were planted in the fall for the Parkway Tree Replacement Program.
 - The tree planting program was accelerated to provide an additional planting cycle to quicken the recovery from the Emerald Ash Borer infestation.

OBJECTIVE

CONTINUE TO PROVIDE FOR COMMUNITY LAND USE PLANNING

TACTICS/ACTION STEPS

- Review and analyze mixed use developments in the areas of traffic, aesthetics, design, land use, storm water and environmental issues with respect to their overall impact on the community.
 - The Village Board approved the Bartlett Ridge preliminary subdivision plat, PUD, rezoning, special use, and plan amendment on July 21, 2015.
 - The Village Board approved the Bartlett Point West preliminary/final subdivision, plat, PUD, rezoning, special use and plan amendment on November 3, 2015.

- Review potential annexation and development areas.
 - The Village Board Committee of the Whole reviewed the Blue Heron Business Park amended annexation agreement on November 3, 2015.
 - The Village Board approved the Bartlett Point West amended annexation agreement on October 20, 2015.
 - The Village Board approved the Artis Senior Living of Bartlett final subdivision and PUD site plan on May 19, 2015.
 - The Village Board approve the Sanzeri Subdivision rezoning and preliminary/final plat on May 19, 2015.

- The Village Board reviewed the concept plan for Sunset Hill Farm at the January 19, 2016 Committee of the Whole meeting.
- Review potential for additional TIF opportunities.
 - In April, Community Development staff provided detailed information about the proposed Downtown TIF and answered several questions from the Bartlett Fire Protection District and the Bartlett Park District.
 - The Joint Review Board met on May 14, 2015 regarding the proposed Downtown Tax Increment Financing District. Where a resolution against recommending the TIF district to the Village Board was approved.
 - The Village Board held the Downtown TIF Public Hearing on June 2, 2015.
 - The Village Board considered the Ordinances approving and creating a downtown TIF on July 7, 2015 and voted not to establish the TIF.
- Continue to review development within the West Bartlett Road Corridor Plan parameters.
 - The Bartlett Pointe West 29 lot single family subdivision was approved maintaining the Corridor Plan bike path, landscaping design along their north edge and agreeing to complete the bike path link west to the Rt. 25 intersection.
- Initiate the RTA TOD planning process.
 - The Village Board approved the RTA Technical Assistance Intergovernmental Grant agreement on May 5, 2015.
 - The steering committee kick-off meeting was held with the consulting planers, RTA, Metra and the community representatives in August.
 - A planning meeting for the TOD focus group and steering committee was held on October 21,2015
 - The community input session was held on November 4, 2015 at Bartlett Hills.
 - The preliminary report from the consultants was received and reviewed by the Community Development Department in December in preparation for the January steering committee meeting and the February community input meeting.
- Establish priorities for TIF implementation.
 - N/A The proposed downtown TIF district was not approved by the Village Board.

Goal #4

CONTINUE TO PROVIDE HIGH QUALITY, RESPONSIVE AND COST EFFECTIVE VILLAGE SERVICES.

OBJECTIVE

DEVELOP AN EFFECTIVE APPROACH FOR MORE ACTIVE INVOLVEMENT IN PROMOTING MUNICIPAL AUTHORITY AND LOCAL CONTROL

TACTICS/ACTION STEPS

- Increase activity in intergovernmental organizations/councils of government to lobby for more local interest/control.
 - On June 16, 2015 the Village Board approved the aggregate and concrete crusher Opposition resolution.
 - On September 1, 2015, the Village Board approved the councils of government services motion.
 - On November 17, 2015, the Village Board approved a resolution calling for the release of revenues held by the state to local governments.

- Continue efforts to mitigate impact of additional trains.
 - The Village Board Committee of the Whole reviewed the status of the Spaulding Road quiet zone on April 21, 2015.
 - Staff continues to work on the quiet zone at the Spaulding Road crossing. The preliminary plans for the Spaulding Road configuration improvements have been sent to METRA for its review. Staff also continues to negotiate an agreement regarding the relocated access for global towing.

- Monitor proposed state and federal legislation.
 - Representative Christine Winger attended the town hall portion of the April 7, 2015 Village Board meeting.
 - On November 3, 2015, Bartlett lobbyist Tom Cullen gave an update to the Village Board.
 - The Police Department continues to train officers on the implementation of a new state mandate for all law enforcement officers to issue pedestrian stop cards and frisk receipts when they detain any person they frisk, search, deliver a summons to or arrest in a public place.

OBJECTIVE

FOCUS ON THE DEVELOPMENT, MOTIVATION, AND RECOGNITION OF THE MUNICIPAL STAFF

TACTICS/ACTION STEPS

- Provide for and support appropriate professional development.
 - Chris Hostetler is serving his second term as president of the GMIS Illinois. The association of government information technology professionals.

- Jim Plonczynski is a member of the DuPage Community Development Commission.
- Health Officer Ed Drellack serves as treasurer for the International Code Enforcement Officers Association.
- Valerie Salmons serves as the chair of the Illinois Law Enforcement Training and Standards Board.
- Communicate the strategic planning process to employees and volunteer boards and commissions.
 - Copies of the plan are provided to board and commission members.
 - Copies of the plan are distributed to the department heads to review with their employees.
 - The plan is also printed in the Bartletter and copies are available in Village Hall.
- Maintain a pay system that adequately rewards employees for their service and performance, and is competitive with like communities.
 - Performance evaluations for employees are conducted each spring.
 - The Village negotiations team met with the Police Department union to receive the union's initial proposal.
 - A negotiation session was held on August 24 with the police union.
 - The Village Board approved a contract with the Metropolitan Alliance of Police Union on January 5, 2016.
- Continue training and professional development including use of online training.
 - The Public Works Water Department staff attended training on work zone safety and confined space on May 7.
 - Community Development staff, Plan Commission and Zoning Board of Appeals members attended an in-house workshop on procedural, practical and legal aspects of being a commissioner. The workshop was provided by Peter Pointer of Planning Resources.
 - GIS staff attended an ArcGIS Online Developers training session to learn to modify and create better web based maps.
 - Water Department personnel attended and IEPA regulatory update seminar on October 22, 2015.
 - The Village arborist attended the Illinois Arborist Association annual conference in Tinley Park.
 - Public Works and Human Resources staff attended the Intergovernmental Risk Management Agency (IRMA) education summit in Naperville.
 - 15 officers completed the Police Law Institute on-line training.
 - Police detectives and members of the Major Crimes Task Force attended the Illinois Homicide Investigations conference in Lisle.
 - All officers and community service officers completed the emergency operators vehicle course.

- The assistant finance director attended the Illinois Government Finance Officers Association state conference in Springfield.
- The Building Department staff attended a webinar on the International Building Code Essentials on September 10, 2015.
- Public Works Engineer won an APWA scholarship to attend the Illinois Professional Service Institute Conference in October.
- Expand focus of the safety committee to include health and wellness issues.
 - The Safety Committee was expanded to include a wellness component. The newly named Safety and Wellness Committee has added Wellness Wednesday, a monthly one-hour presentation on a wellness topic. Presentations are given by in-house and invited speakers. We've had programs on topics such as stress reduction, proper nutrition and flu prevention.

OBJECTIVE

MAINTAIN A FISCALLY RESPONSIBLE GOVERNMENT

TACTICS/ACTION STEPS

- Review potential to eliminate the utility tax.
 - On April 21, 2015 the Village Board approved the electric utility tax amendment ordinance reducing the tax by \$300,000.
 - The Village Board Committee of the Whole discussed the utility tax on September 15, 2015.
 - The Village Board Committee of the Whole discussed the Utility Tax and the potential for a food and beverage tax on October 20, 2015.
 - On November 17, 2015, the Village Board voted to reduce the gas and electric utility tax by a combined \$700,000.
- Maintain fund balance in keeping with established fund balance policies.
 - The six month budget review was held at the December 15, 2015 Committee of the Whole meeting.
- Maintain a balanced budget.
 - The Village Board approved the balanced FY 2015/16 budget on April 21, 2015.
 - On September 15, 2015, the Village Board approved the 2015 budget amendments.
- Evaluate impact of budget decisions on financial condition of all funds for a minimum of two years.
 - The multi-year analysis for the funds were reviewed at the 2015-16 proposed budget review on April 7, 2015.

- Maintain appropriate internal controls to protect the integrity of the financial operations.
 - The Finance Department staff completed the pro shop inventory on April 30, 2015.
 - The Finance Department conducted a petty cash count on the Police Department, Golf Course, Public Works and Finance Departments. Everything was in order.
 - The Annual Financial Report was completed and submitted to the Illinois Comptroller.
 - The Certified Annual Financial Report was submitted for continuing disclosure to the municipal securities rulemaking board required by Bartlett's outstanding bonds.
 - Fraud controls have been implemented on all Bartlett's BMO Harris bank accounts.
 - In August, the Finance Department staff worked with the auditors to complete the Illinois Department of Insurance annual police pension report.
 - The Finance Department completed preparations for the audit and worked with the audit staff on-site from July 20 to July 31.

- Communicate to the residents the Village's financial condition and the cost-effectiveness of municipal services.
 - The completed Certified Annual Financial Report was received on October 21. The audited financial statements were presented to the Village Board on November 3, 2105.
 - The approved Certified Annual Financial Report was posted to the Village website.
 - The Truth in Taxation Public Hearing was held on December 1, 2015.

- Vigorously investigate grants and other alternate funding.
 - The Community Development Department is participating in a joint grant application through the DuPage Mayors and Managers Conference for bike racks and lockers.
 - The Village received a grant from the National Wildlife Federation for a tree give-away event held at the Earth Day celebration in April.
 - On April 21, 2015 the Village Board approved the sale of the 2015 IRB volume cap.
 - A list of Bartlett's capital projects appropriate for state grant funding has been provided to state legislators and the lobbyist.

- Continue the administration and reporting functions for grants received.
 - The Finance Department completed the federal single audit which is required for tracking federal grants.
 - In April, the Finance Department reviewed the grant worksheets in preparations for the annual audit.

- Regularly review license fees, developer donations, and other revenues.
 - The Village Board approved the Verizon Wireless license agreement for the Oneida Avenue water tower on May 19, 2015.
 - While the State of Illinois does not have an approved budget, the allotment revenue for gaming and motor fuel tax has been suspended.
 - The Village Board approved the property tax levy ordinance and the general obligation tax levy abatements on December 15, 2015.
 - The Sprint cell tower license agreement amendment was approved by the Village Board on December 1, 2015.
 - The Village Board approved the natural gas franchise on January 19, 2016.

- Evaluate staffing to ensure an adequate number of employees to provide services.
 - A part time data entry clerk was hired in the Building Department.
 - A GIS technician was hired in the Community Development Department.
 - In April, three employees resigned their positions, two in the Police Department and one in the Community Development Department.
 - In May, the Community Development Department hired a new planner.
 - In June, the Village had one internal transfer, three new hires, and four retirements.
 - Two positions were hired with internal candidates (both in Public Works) and the vacated positions were not filled.

- Continue to implement new Government Accounting Standards Board (GASB) regulations.
 - In July, the actuary completed the annual report for the Police Pension Fund including a new section required by GASB #67. The investment advisor was also required to provide new information for the new requirements.

- Continue to monitor the impact of the broader economy on the local business community and residents.
 - 1,000 senior utility tax rebate checks were mailed on June 17 and July 8.

- Continue to evaluate service levels in response to the economic climate and react with increased flexibility.
 - In July, the Finance and Administration Department staffs met with the insurance consultant to discuss and review the analysis of the Village's feasibility for a self-funded insurance plan.

- Continue to enhance marketing efforts regarding the Bartlett Hills facility.
 - Online bookings for tee times grow from 2,600 rounds (\$111,000) to 4,668 this year (\$199,000).
 - The off season events such as the Craft Show and Ladies Night Out brings many residents though the clubhouse facility.

- Profitably operate a quality golf, restaurant, and banquet facility.
 - On course sales for April were 62% above the previous year. Beverage carts provided service early in the season.
 - The Midway and beverage carts were out more and at extended hours, resulting in a 20.7% increase in revenue over last May, despite the rainy weather.
 - Asphalt work on the Bartlett Hills cart path replacement project was completed in September.
 - A new revenue record for the clubhouse, midway and banquet revenue was set in September (\$147,743), breaking the old record from July of 2007.
 - IT upgraded the virtual server that is used to host the food and beverage software at Bartlett Hills.
 - In response to participant feedback, the men's club championship will be held in mid to late September to better accommodate permanent tee time players.
 - Unseasonably mild November weather brought 1,308 golfers to Bartlett Hills, a 107% increase over last November. Food and beverage was also up 106% over last year, with three weddings with guest counts over 200.
 - The Village Board approved the agreement for the golf simulator at Bartlett Hills on October 20, 2015.
 - Rounds played at Bartlett Hills increased by 5.38% and overall food and beverage sales were up 11.1% over last year.

- Maintain a rate structure that meets market conditions.
 - The Village Board reviewed the proposed rate structure on March 1, 2016.

- Evaluate potential for expansion of food and beverage space at Bartlett Hills.
 - On April 11, the first event in the newly expanded banquet room was held. Adjusting for construction time, the food and beverage revenues in April were up 9.4%.
 - Mother's Day brunch served 358 guests, 52 more than in 2014 with the additional seating capacity being utilized.
 - In June, for the first time ever, Bartlett Hills hosted four events with an estimated attendance of more than 200 guests.
 - Banquet revenues were up 62% in September. The average wedding size was 182 guests, 40 more than the yearly average before the expansion.
 - In August, Bartlett Hills hosted a wedding of 225 with food stations that the facility would not have been able to accommodate without the expanded banquet room.

- Evaluate potential for off-site catering of food by Bartlett Hills.
 - Bartlett Hills' first wedding of 250 people was held on June 25, the event was a catered room rental.
 - Bartlett Hills hosted an ethnic catered wedding on August 1 for 235 people.

- Utilize special promotions and pricing, explore food specials combined with golf, enhance table top advertising and internal signage.
 - Mother's Day champagne brunch was offered on Sunday, May 10.
 - For the 11th consecutive year, Bartlett Hills participated in the PGA free lesson month program, with 10- minute free lessons during the month of May to drive play at the range.
 - The annual Memorial Day 2-player scramble was played on May 25th with 25 teams competing.
 - Craft beer selections and new appetizer specials drive clubhouse sales up in June, up 1.6% over the previous year.
 - July clubhouse revenues were up by 2.4%, driven by craft beer and weekly food specials
 - Limited menu and bar services will be offered throughout the food season as a compliment to the golf simulator that will be offered beginning in December.
 - August broke the record for increased sales at the midway/beverage cart and the clubhouse. Course sales were up 18% over last year mainly due to new menu selections, credit cards and the food and drink specials in the bar.
 - The Chicago Blackhawks Stanley Cup win provided a merchandising opportunity to sell clothing and other items with the championship logo on them.
 - Holiday sales in gift cards is still a popular item. More than \$3,600 in gift cards were sold during the past Christmas season.
 - A limited menu was offered when golf traffic warranted throughout December resulting in the highest ever sales for December in the clubhouse, \$3,017, and a portion of that also came from simulator food and beverage sales.

- Continue junior golf program.
 - Junior Golf was held throughout the month of June, consisting of six lessons.
 - Several young golfers participated in the PGA junior travel team.

- Continue to create opportunities for families and youth golfers to play at Bartlett Hills.
 - In August, Bartlett Hills hosted the Northeastern Illinois Special Olympics state qualifying golf tournament.
 - The Fire Cracker Open was played on Saturday, July 4, with a full field of 136 golfers.

OBJECTIVE

CONTINUE TO EVALUATE AND IMPLEMENT THE USE OF TECHNOLOGY IN PROVIDING SERVICES AND MUNICIPAL OPERATIONS.

TACTICS/ACTION STEPS

- Continue to utilize in-house document imaging.
 - In July, IT staff upgraded the software that automates the indexing of documents for the document imaging system.

- The GIS specialist linked the annexation plat maps and subdivision plat maps in laserfiche to the GIS system, enabling the department to simply click on the area of interest and instantly have access to the associated plat maps and associated files and ordinances.
- Evaluate technology options to enhance efficiency and services.
 - In April, the IT Department set up new physical and virtual servers, integral to the health of the network.
 - The IT Department assisted the wastewater treatment plan and personnel with viewing manhole inspection video and making the video available to potential bidders.
 - The IT Department installed the new Munis software this past summer.
 - In response to a failed phone line that knocked out the phones at Village Hall, the IT Department did a network survey and phone inventory of municipal buildings. They identified which phones might need new cabling to support a VOIP phone. (VOIP phones do not use basic telephone wiring)
 - The IT Department prepared the switch to Windows 10.
 - The Community Development Department revised the development, concept plan, rezoning, special use and variation applications and created fillable forms that are available on the website.
 - The IT department staff completes monthly security updates to our servers and workstations.
 - GIS created a cemetery mapbook that contains the location maps for each of the 2,491 gravesites in the Bartlett Cemetery.
 - The Police Department implemented new cloud based scheduling software.
 - The IT Department worked with Fore Reservations to upgrade the software used for the point of sale and golf reservations at Bartlett Hills in August.
 - The Human Resources and Information Technology staffs created a new online application system that will allow the Village to go paperless in recruiting employees.
 - Equipment and programming was completed to support teleconferencing directly into the council chamber's sound system.
 - The water billing staff began using an upgraded version of the billing software in July.
 - The software in every squad car was updated and DVRs installed by the IT staff.
- Continue multi-departmental implementation of GIS system.
 - All 2,538 non street name Village owned signs were put into the GIS system.
 - A list of intersections and locations of all uncut sidewalks and curb ramps was created for Public Works.
 - An iPad for use by the Public Works Department was configured to access the GIS system and view utility locations, significantly speeding up the locating of underground utilities.
 - Public Works and GIS staff are collecting information on all the Village maintained street lights.

- All sidewalks and bike paths in the Village were mapped, including width and surface material information.
- An ash tree inventory was created on the ArcGIS program.
- The GIS staff prepared base maps to assist the Police Department with traffic planning for the Independence Day parade and the post fireworks traffic flow.
- The GIS staff assisted the Finance Department to determine if properties were incorporated or unincorporated with regard to the real estate transfer stamps.
- The Public Works Department used the GIS system to create maps for utility permits, hydrant flushing and drainage problems.

OBJECTIVE

ENCOURAGE REGIONAL AND LOCAL TRANSPORTATION AVAILABILITY

TACTICS/ACTION STEPS

- Continue to monitor the impact of the U.S. Rt. 20 extension (Elgin/O’Hare expansion).
 - The Community Development staff attended a meeting on the IDOT Elgin O’Hare feasibility study hosted by the Village of Hanover Park. IDOT presented the information about expansion alternatives to the communities impacted and attended Bartlett’s Committee of the Whole meeting on February 16, 2016.
- Monitor grants for new bike path connections as approved.
 - Staff resubmitted information on bike path grants that had been frozen by the state to the appropriate agencies and state legislators in hopes of getting the funding released.
- Provide for bike path access along south side of Stearns Road to Bittersweet Drive for access to dog park located off of Bittersweet Drive.
 - Attended pre-construction meeting for Stearns Road path on July 1, 2015. Path completed in September 2015.
- Complete IDNR bike paths.
 - The Community Development Department staff continues to submit the quarterly status report to the IDNR grant administrator. The project remains on hold due to the governor’s order to temporarily freeze spending.

OBJECTIVE

CONTINUE TO PROVIDE AND MAINTAIN INFRASTRUCTURE, FACILITIES AND SERVICES TO FOCUS ON CORE MUNICIPAL SERVICE AREAS

TACTICS/ACTION STEPS

- Utilize capital improvements plan for facility maintenance, improvement and finance planning.
 - Capital budget worksheets were prepared and distributed to each department in July.
 - The Village Board Committee of the Whole reviewed the proposed capital budget on December 1.

- The Village Board approved the 2016-2020 Capital Improvements Program on December 15, 2015.
- Continue sidewalk and tree maintenance programs.
 - Orders for the Parkway Tree Replacement Program sold out of all 14 varieties (450) trees by August 26.
 - On April 21, the Village Board approved the 2015 Sidewalk Replacement Project bids.
- Convert computer-mapping atlas to GIS to maintain inventory of infrastructure system.
 - The Public Works staff continues to update the water geodatabase with water services and other infrastructure details.
- Continue in-house monitoring of capital improvement projects by Public Works Department.
 - An inspection of the Villa Olivia elevated water tower was completed on October 8, 2015.
 - The Hale Avenue water main replacement bids were opened on July 7.
 - The Country Creek lift station bid coordination and information meeting was held on October 30, 2015.
 - Devon Pond shoreline restoration final plantings completed.
 - Water level study completed for the Herons Pond liner project.
 - 2015 MFT road work and crack sealing work completed.
 - Bike path asphalt work completed in April.
 - The Public Works Department coordinated several bid openings and meetings for street, sewer, and drainage projects scheduled for the summer.
 - In July, the Public Works Department completed the repairs to the Stearns Road pedestrian bridge.
- Review all options for long- term water supply.
 - The Village Board Committee of the Whole reviewed the Potable Water Study on November 17, 2015.
 - The Village Board Committee of the Whole continued its review of the potable water options on January 5, 2016.
 - The Village Board directed staff to negotiate a contract with the City of Elgin to supply 100% of Bartlett's water on January 5, 2016.
- Complete improvements to well 8 to meet EPA standard for radium and barium.
 - This project was put on hold until the board made a decision on the future water supply. Now that the decision has been made to go 100% Elgin. Bartlett will no longer complete the improvements to well 8 and will likely abandon the well.

- Work to complete long-term agreement for water supply.
 - The Village Board directed staff to negotiate the transition to 100% Elgin water at the January 5, 2016 Village Committee of the Whole meeting.

OBJECTIVE

CONTINUE TO ADDRESS RESIDENTIAL DRAINAGE AND STORM WATER CONCERNS

TACTICS/ACTION STEPS

- Continue to work with other taxing districts to manage and mitigate storm water concerns.
 - The Building Department and Community Development staff prepared an exhibit and attended the public hearing hosted by the Illinois State Water Survey on the new floodplain maps drafted by FEMA and being reviewed by DuPage County.
 - Building Department provided comments for the new floodplain maps currently under review.
 - The Village Board approved the DuPage River Salt Creek Workgroup intergovernmental agreement on May 19, 2015.
 - The Village Board approved the Bartlett Park District easement agreement for storm sewer improvements on May 5, 2015.

- Continue to work with consultant to implement solutions identified in the drainage study.
 - Design consultant was selected for the Stearns Road Country Creek culvert extension project.

- Continue engineering and implement construction of the North/Prospect/Hearthwood detention projects.
 - FEMA Flood Control Project roadway restoration was completed.
 - The Village received the Public Works Project of the Year Award from the American Public Works Association for tis FEMA flood control project which addressed significant flood damage experienced in storm events of 2008 and 2010.

OBJECTIVE

MAINTAIN A SAFE COMMUNITY

TACTICS/ACTION STEPS

- Continue to educate teens about safe driving practices.
 - Bartlett High School driver’s education classes got to take the distracted driving simulators “out for a spin” when officers assisted the classes on April 24, 2015.
 - The Teen Police Academy participants learned about several law enforcement topics, including DUI detection and traffic stops.

- Maintain efforts to address residential speeding and truck traffic issues.
 - The traffic study utilizing traffic counts on Braintree Lane and Norwood Lane was completed and data sent to the Village traffic consultant.
 - On April 28th, the Illinois State Police Commercial Vehicle Section, Bartlett patrol officers, and truck scale operators from the Illinois Department of Agriculture conducted a truck weighing and inspection day. All commercial vehicles traveling eastbound on Devon Avenue were required to be weighed and inspected.
 - The Police Department participated in the Click It or Ticket Campaign throughout the month of June.
 - During the month of June, drone cars and speed trailers were utilized to abate the speeding cars and trucks on Oak Glen Drive, Naperville Road and the western leg of Newcastle Lane.
 - Speed zone enforcement on Dunamon Drive, Naperville Road and South Bartlett Road was conducted by the Traffic Unit in June.
 - On July 23, 2015, the Police Department Traffic Unit coordinated a joint commercial truck enforcement initiative with the Illinois State Police and the Illinois Department of Transportation Commercial Vehicle Safety Unit on Devon Avenue.
 - On September 2, 2015, the Police Department Traffic Unit coordinated a joint truck enforcement day with the Illinois State Police on Rt. 59 south of Stearns Rd.
 - The Police Department Traffic Unit coordinated a joint truck enforcement day with the Illinois State Police on October 29, 2015.
 - The Traffic Unit employed drone cars and speed trailers in various neighborhoods to abate local speeding.

- Maintain Police Department accreditation.
 - Representatives from the Village and Police Department accepted the 6th reaccreditation award from the Commission on Accreditation for Law Enforcement Agencies on November 21 in Miami.
 - The department was also awarded the status of “Accreditation with Excellence” for the 4th time. Fewer than 2% of participating agencies are awarded this distinction.

- Continue compliance checks on liquor and tobacco sales.
 - Tobacco compliance checks were completed on May 14, 2015. All businesses in compliance.
 - On June 6, 2015, the Police Department completed compliance checks at 32 different businesses licensed to sell alcohol products.
 - On September 2, 2015, the Police Department staff participated in a training on the supervising of tobacco compliance checks.
 - The Police Department completed liquor compliance checks on December 17, 2015.

- The Illinois Liquor Control Commission provides a grant to Bartlett's Police Department for tobacco sales compliance checks through its Tobacco Enforcement Program.
- Continue regional law enforcement partnerships.
 - Two officers and the canine team participate in monthly Northern Illinois Police Alarm System (NIPAS) team training.
 - The K-9 Unit was on stand-by for the NIPAS Mobile Field Force twice in July.
 - Four police officers attended monthly training with the Major Case Assistance Team (MCAT) Serious Traffic Accident Reconstruction (STAR) team.
 - The department participates in the Critical Incident Stress Management Team, a regional group to provide peer counseling.
- Continue and expand efforts of specialized units.
 - The Traffic Unit ran the Click it or Ticket Campaign the entire month of May.
 - The Traffic Unit performed a two-week traffic study at Rose Lane.
 - The Traffic Unit performed a 24-hour traffic study on Braintree and Norwood Lane.
 - Police detectives received training on social networks and cell phone applications investigations.
 - Three officers attended 32 hour police cyclist class in May as part of the Police Department's bicycle team.
 - Members of the Specialized Police Emergency Action Response (SPEAR) team completed specialized training as a team.
 - The K-9 team receives specialized training in searches and narcotic detection monthly.
- Continue to address unique needs of senior population using the resources of the multi-departmental senior services team.
 - The Human Relations staff organized a giving tree through Hanover Township to provide gifts to elderly individuals that qualify for the giving tree program. The response from Bartlett employees was exceptional. 90 tags were filled by gifts donated by employees.
- Increase police visibility.
 - The Village Board approved the mobile incident command vehicle purchase on June 2, 2015.
 - More than 1,200 guests viewed the Police Department from the inside out at the annual open house held on April 12.
 - During the month of April, the K-9 team logged seven public relations events.
 - The K-9 team conducted four canine demonstrations at the annual Police Department Open House.
 - In September the Police Department took possession of the new incident command vehicle purchased with drug forfeiture funds.

- Undertake analysis for present and future Police Department space needs.
 - The Village Board Committee reviewed the Police Building Study proposal on July 21, 2015.
 - The Village Board approved the police station architecture contract with Williams Architects on August 18, 2015.
- Develop post-assessment plans for expanded or new facility.
 - Williams Architects presented the needs and space analysis to the Village Board in February.
- Create a golf event that will tie into the National Night Out activities.
 - The first Putt, Chip and Drive Crime Out of Bartlett golf skills competition event was held at Bartlett Hills on August 3, 2015
- Implement a teen police academy.
 - The inaugural Teen Police Academy was kicked off in April with 13 participants from both Bartlett and South Elgin High Schools. The students completed the course on May 6, 2015.
- Continue Citizen Police Academy.
 - The second Citizen Police Academy, consisting of 12 residents graduated from the 10- week class on October 6, 2015.

OBJECTIVE

MAINTAIN EMERGENCY MANAGEMENT EFFORTS

TACTICS/ACTION STEPS

- Continue training relative to anti-terrorism activities.
 - Bartlett continues to coordinate training with the DuPage County Office of Homeland Security and Emergency Management.
- Maintain emergency plan certification.
 - Updates to the Village's Emergency Plan have been submitted and our plan remains certified.
- Provide staff training for appropriate emergency management issues.
 - Several police officers received the training, "Dealing with the Aftermath of Trauma."
- Maintain Storm Ready Community status.
 - On June 6, the Police Department presented a storm ready preparedness presentation to the residents at Victory Centre.

- Participate in exercise opportunities provided by state, county and other jurisdictions.
 - The emergency management staff participates in training throughout the year at the Illinois Emergency Management Conference and other classes provide by the counties and Illinois Emergency Management Agency.
- Maintain AED program and continue AED/CPR training.
 - In-house training for AED/CPR was provided to employees and will be offered again in the spring.
- Cross train interdepartmentally with regard to crisis intervention.
 - Code enforcement officers participated in a training session on mental health awareness in July.

Goal #5

EVALUATE AND PROMOTE, WHERE POSSIBLE, ENVIRONMENTALLY FRIENDLY DEVELOPMENT, PURCHASES, AWARENESS AND PROGRAMS.

OBJECTIVE

EVALUATE MUNICIPAL PURCHASES AND PRACTICES FOR ENVIRONMENT-FRIENDLY ALTERNATIVES

TACTICS/ACTION STEPS

- Continue an environmental awareness campaign targeted at builders.
 - The EPA requires public water suppliers to develop and implement a comprehensive “cross connection control program.” The Village is moving toward an online cross connection control tracking program and working to inform local builders and plumbers as well as residents.
 - The Building Department monitors erosion control during construction/spoil areas stock piles, pre-construction requirements/existing conditions, recycling of waste products during construction, and post conditions of construction.
- Continue efforts of the environmental “Green Team” at the staff level to review and recommend environmentally friendly programs and practices.
 - More than 20,000 annual flowers are planted at Bartlett Hills in May and June.
 - Bee hives are maintained at the Grounds Department at Bartlett Hills.
 - The Village is again participating in the holiday light recycling collection.
 - To improve paper recycling in Village Hall each department was issued a centralized collection bin for their area that consolidates the recycling for easier removal.

- Continue Clean-up Week activities to include hosting a community-wide clean up event.
 - Clean Up Week was held from June 15-20. The Village collected several items including used crayons, The crayons, which are donated to SCARCE, are melted down and new crayons are formed out of them for underprivileged children. The village collected roughly 55 pounds of used crayons.
 - We also collected 50 gently used prom dresses that were sent to the Glass Slipper Project during Clean Up Week.
 - Cub Scout Pack 26 took the worn American flags collected during Clean Up Week and will dispose of them properly.
 - The Lions Club received the 200 pairs of eyeglasses donated and the 150 cellphones collected during the week. The phones will go to the Cell Phones for Soldier's Project. The phones will be recycled and any money received from the recycling will go to purchase calling cards for soldiers overseas.
 - Lastly, the Village had a shredding event where residents could come and shred documents that may contain private information. Four tons of paper was shredded.
 - 111 households participated in the Village Wide Garage Sale in August.
 - The Administration Department staff coordinated an Earth Day park cleanup with the Bartlett Park District in April.

- Pursue opportunities for residential and commercial green efforts.
 - The Village held a tree give-away event at the Earth Day celebration at the Bartlett Nature Center in April. The trees were provided from a grant from the National Wildlife Federation.
 - The Village Board approved the Heritage Oaks Tree Preservation Easement Damaged Tree Removal resolution on August 18, 2015.
 - The Bartletter December issue contained information on the benefits of a "smart thermostat."
 - 4,555 tons of recyclables were collected last year through the Village's recycling program with Republic Services.
 - The Public Works Department recycles wood chips providing chips to residents and nurseries for use in planting beds.
 - Christmas trees are mulched through Bartlett's agreement with Republic Services.
 - To address the tree loss from the Emerald Ash Borer infestation, we added an additional parkway tree planting.

- Maintain and promote the on-going prescription medication collection.
 - It is estimated that this year the Village will collect 2,268 pounds of prescription drugs through its monthly collection.

- Continue to consider green alternatives for municipal purchases.
 - Administration, Golf and Building staffs met with Midwest Mechanical to review the results of an energy audit of the Bartlett Hills Clubhouse that was completed by the company.
 - This year Bartlett is using the more environmentally friendly beet juice instead of calcium chloride for anti-icing. This gives extra time during a storm because the beet juice extends the time before the snow starts to stick to the pavement.
 - The replacement of the existing blowers at the wastewater treatment plant with energy efficient turbo blowers was included as a new capital project slated for 2018-20.
 - Addressing the new phosphorus limits for wastewater plant effluent, we began the process to determine which treatment method, biological vs chemical is the best and what upgrades are needed at the treatment facility.
 - Hybrid vehicles are purchased for the building inspectors, code officers and health officer to use on inspections.

- Educate builders about new storm water requirements.
 - The Building Department works with builders to meet the DuPage storm water requirements. Builders are required to keep storm water contained onsite and do not allow storm water to spill onto adjoining lots.

- Continue and expand the street light conversion to LED lights and pursue grant opportunities that become available.
 - In the last year 72 street lights were converted to LED fixtures, the majority of these were in the downtown.