



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

AUGUST 11, 2025 AT 7:00 PM

VILLAGE HALL - COUNCIL CHAMBERS
200 E. WOOD STREET
PALATINE, IL 60067-5339
(847) 359-9050 www.palatine.il.us

MINUTES

REGULAR MEETING

7:00 PM

I. CALL TO ORDER

Mayor Schwantz called the meeting to order at 7:00 PM.

II. ROLL CALL

PRESENT :	Mayor Jim Schwantz, Councilman District 1 Greg Langer, Councilman District 2 Scott Lamerand, Councilman District 3 Doug Myslinski, Councilman District 4 Joe Falkenberg, Councilman District 6 Brad Helms
ABSENT :	Councilman District 5 Kollin Kozlowski
ARRIVED :	

Also Present:

Village Clerk Maureen Pasqualucci, Village Manager Reid Ottesen, Deputy Village Manager Hadley Skeffington-Vos, Village Attorney Patrick Brankin, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief William Nord, Deputy Fire Chief Scott Mackeben, IT Director Larry Schroth, and Director of Finance Andrew Brown

III. PLEDGE TO THE FLAG

Mayor Schwantz invited everyone to stand and join him in the Pledge to the Flag.

IV. APPROVAL OF MINUTES

A. Village Council & Committee of the Whole - Regular Meeting - August 4, 2025

RESULT:	MOTION BY VOICE VOTE
MOVER:	Doug Myslinski
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

V. MAYOR'S REPORT

A. As Submitted

Mayor Schwantz announced upcoming events:

Wednesday, August 13: 7:30 PM – 9:00 PM

Sound of Summer

Fred P. Hall Amphitheater

Thursday, August 14: 7:30 PM – 10:00 PM

Outdoor Movie Night

Fred P. Hall Amphitheater

Friday through Sunday, August 22-24

Downtown Palatine Street Fest

The Village of Palatine's Beautification Commission is hosting the 18th annual Scarecrows on Parade contest. Call Public Works to reserve a frame or for more information.

VI. RECESS TO THE COMMITTEE OF THE WHOLE

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Joe Falkenberg
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

VII. COMMITTEE OF THE WHOLE

A. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE SCOTT LAMERAND, CHAIR

1. Consider a Motion Granting Preliminary Planned Development to Permit an Expansion of the American Ukrainian Youth Association Center and Credit

Union, Including a Parking Lot Expansion Between 746 S. Vermont Street and 136 E. Illinois Avenue, and the Potential to Include a Parking Lot at 223 E. Illinois Avenue
Council District: Two

Village Manager Reid Ottesen explained the preliminary parking lot expansion on the south side of Illinois Avenue, extending toward the Clearbrook property to support the Ukrainian Youth Association Center. He explained that the parcel's initial inclusion in the proposed scope was intended as a fallback option, in the event that parking issues could not be addressed elsewhere.

Ottesen discussed property ownership, the petitioner's request, and the proposed parking solutions.

Director of Planning & Zoning Ben Vyverberg outlined the proposed phases of the planned development, which include: expansion of the parking lot adjacent to 746 S. Vermont Street, installation of a drive aisle connecting the church and youth center parking lots, reduction of curb cuts along Illinois Avenue and completion of all Phase I renovations at the 746 S. Vermont Street building.

Vyverberg also presented proposed building plans and elevation drawings to illustrate the scope and design of the improvements, as well as the condition recommended by staff.

Councilman Lamerand asked about the preliminary planned development and its progression. Vyverberg responded that a motion initiated for a Preliminary Planned Development review process does not involve an established ordinance at that stage. He continued to explain the requirements, stating that if the motion is approved, the applicant must proceed through the full development review process, meeting all applicable thresholds required by staff. Once those requirements are satisfied, the proposal may advance to a public hearing. Vyverberg further noted that the code is structured to allow a lower threshold, recognizing that applicants will ultimately undergo the full review process twice.

Councilman Lamerand explained the rationale behind the property at 223 E. Illinois Avenue and commended the Police Department, Public Works, Village staff, and everyone involved in the effort to protect the neighborhood going forward.

Jim Lewandowski, 1430 California Ave, Rolling Meadows, spoke about his property, which shares a border with the parcel identified as 223 E. Illinois Street, and expressed concerns regarding potential impacts.

Councilman Lamerand and Mr. Lewandowski discussed the green space for stormwater management, ownership of the property and the parking enforcement

efforts to ensure accessibility and compliance.

Mohammed Abdul-Gaffoor, 549 S. Cedar St, President of the Islamic Society of Northwest Suburbs, referenced a prior instance of insufficient parking at the mosque in Rolling Meadows, offering the use of 100 parking spaces during non-conflicting operational hours.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Doug Myslinski
SECONDER:	Jim Schwantz
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

2. As Submitted

Nothing was submitted.

B. BUSINESS FINANCE & BUDGET COMMITTEE

JOE FALKENBERG, CHAIR

1. Consider a Discussion Related to the Village of Palatine's 2025 Mid-Year Financial Review

Village Manager Reid Ottesen opened the discussion by noting that the audit had been completed and that the Mid-Year Financial Review, which operates on a calendar year budget, is ready for review.

Finance Director Andrew Brown presented to Council the Mid-Year Financial review. Brown remarked on revenues, stating that total revenue is outpacing the estimate. Key revenues are sales tax, property tax and income tax. Expenditures are slightly behind estimates in regards to personnel and benefits, as well as supplies and services. He noted that this trend reflects decreased expenditure activity, compounded by a bearish market outlook, the impact of tariffs, and reduced discretionary spending. Brown also mentioned no transfers have been made this fiscal year.

2. Consider an Ordinance Amending the Village of Palatine's Calendar Year 2025 Budget (2nd Quarter Budget Adjustments)

Finance Director Andrew Brown discussed Second Quarter Budget Adjustments. This ordinance amends and allots surplus funds, noting the following adjustments to include:

- Downtown TIF Fund
- Rand Corridor TIF Surplus

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Jim Schwantz
SECONDER:	Doug Myslinski
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

3. Consider a Motion to Accept Staff Recommendations for CY 2024 Reserve Balance Allocation

Village Manager Reid Ottesen provided an overview of the FY 2024 audit, noting a \$31.36 million General Fund balance, and discussed recommended allocations of the reserve funds.

Councilman Falkenberg commented on increasing the Economic Opportunity Fund.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Jim Schwantz
SECONDER:	Brad Helms
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

4. Consider a Motion Authorizing the Village Manager to Execute a License Agreement with Meirtran Inc. for ATM Services Provided at the Palatine Metra Station

Finance Director Andrew Brown reported on the agreement with Meirtran for the ATM located at the Palatine Metra station, which has been in place since 2002, and assigns responsibility to Meirtran for all services rendered.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

5. As Submitted

Nothing was submitted.

C. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Decreasing the Number of Class D (Restaurant) Liquor Licenses by One for Taqueria Maya Located at 1516 W. Algonquin Road
Council District: Two

Village Manager Reid Ottesen explained that Taqueria Maya license was not renewed, and the business is no longer in operation.

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Scott Lamerand
SECONDER:	Jim Schwantz
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

2. As Submitted

Nothing was submitted.

D. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE
GREG LANGER, CHAIR

1. As Submitted

Nothing was submitted.

E. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
BRAD HELMS, CHAIR

1. As Submitted

Nothing was submitted.

F. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

In the absence of Chairman Kozlowski, Vice Chairman Helms opened on the Infrastructure & Environment committee.

1. As Submitted

Nothing was submitted.

VIII. RECONVENE THE VILLAGE COUNCIL MEETING

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

IX. CONSENT AGENDA

All items are considered to be routine by the Village Council and will be enacted by one motion, with waiver of first reading. There will be no separate discussion of these items unless a Council Member so requests, in which event the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

RESULT:	MOTION APPROVED BY ROLL CALL
MOVER:	Scott Lamerand
SECONDER:	Doug Myslinski
AYES:	Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

- A. Consider a Motion Granting Preliminary Planned Development to Permit an Expansion of the American Ukrainian Youth Association Center and Credit Union, Including a Parking Lot Expansion Between 746 S. Vermont Street and 136 E. Illinois Avenue, and the Potential to Include a Parking Lot at 223 E. Illinois Avenue
Council District: Two
- B. Consider a Discussion Related to the Village of Palatine's 2025 Mid-Year Financial Review
- C. Consider an Ordinance Amending the Village of Palatine's Calendar Year 2025 Budget (2nd Quarter Budget Adjustments)

Ordinance #O-80-25

- D. Consider a Motion to Accept Staff Recommendations for CY 2024 Reserve Balance Allocation
- E. Consider a Motion Authorizing the Village Manager to Execute a License Agreement with Meirtran Inc. for ATM Services Provided at the Palatine Metra Station
- F. Consider an Ordinance Decreasing the Number of Class D (Restaurant) Liquor Licenses by One for Taqueria Maya Located at 1516 W. Algonquin Road
Council District: Two

Ordinance #O-81-25

X. REPORTS OF STANDING COMMITTEES**A. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE**
GREG LANGER, CHAIR

- 1. As Submitted

No Report

B. BUSINESS FINANCE & BUDGET COMMITTEE
JOE FALKENBERG, CHAIR

- 1. As Submitted

No Report

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
SCOTT LAMERAND, CHAIR

- 1. As Submitted

No Report

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
BRAD HELMS, CHAIR

- 1. As Submitted

No Report

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

In the absence of Chairman Kozlowski, Vice Chairman Helms reported on the Infrastructure & Environment committee.

1. As Submitted

No Report

F. POLICE POLICY & CODE SERVICES COMMITTEE
DOUG MYSLINSKI, CHAIR

1. As Submitted

Councilman Myslinski mentioned and praised the National Night Out event, expressing appreciation for its community impact and enthusiasm for its return as a yearly event.

XI. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

No Report.

B. VILLAGE CLERK

No Report.

C. VILLAGE ATTORNEY

No Report.

XII. CLOSED SESSION AS REQUIRED

No Closed Session requested.

XIII. RECOGNITION OF AUDIENCE

No one came forward.

XIV. ADJOURNMENT

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms

SECONDER:	Joe Falkenberg
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Brad Helms
NAYS:	None

MEETING ADJOURNED - 7:40 PM

SUBMITTED BY:

Maureen Pasqualucci
Village Clerk