



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

OCTOBER 6, 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 5 Kollin Kozlowski, Councilman District 6 Brad Helms
ABSENT :	

Also Present:

Village Clerk Maureen Pasqualucci, Village Manager Reid Ottesen, Village Attorney Rick Veenstra, Director of Community Development Mike Jacobs, Director of Planning & Zoning Ben Vyverberg, Director of Public Works Matt Barry, Police Chief William Nord, Fire Chief Scott Mackeben, IT Director Larry Schroth, Director of Finance Andrew Brown, Director of Human Resources Monika Pandya

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 - September 15, 2025

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

V. MAYOR'S REPORT**A. As Submitted**

Mayor Schwantz announced upcoming events:

Tuesday, October 7: 3:00 PM – 7:00 PM

Understanding your Reassessment Notice
Harper College

Friday, October 10 – Sunday, October 12

Used Book Sale
Palatine Library

Friday, October 10, 17, 24:

Fire Department / MDA Fill the Boots Drive

Wednesday, October 15: 7:00 PM

District 1 and 2 Fall Residents' Meeting
Village Hall

Thursday, October 16: 12:00 PM – 4:00 PM

Community Blood Drive
Village Hall

Leaf Collection

The Public Works Department will begin its annual Curbside Leaf Collection Program on Monday, October 27, 2025. Be sure to familiarize yourself with the recent changes, highlighted on our website, social media, and newsletters.

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, Kollin Kozlowski, Brad Helms
NAYS:	None

VII. COMMITTEE OF THE WHOLE**A. POLICE POLICY & CODE SERVICES COMMITTEE**

DOUG MYSLINSKI, CHAIR

1. Consider an Ordinance Granting a Lot Coverage Variation to be 55%, Instead of the Maximum Allowable 45%, for the Property at 255 N. Bothwell Street
Council District: Six

Director of Planning & Zoning Ben Vyverberg discussed a lot coverage variation at 255 N. Bothwell of 55%. The petitioner is proposing to add a deck with an impervious surface while removing the old deck, concrete steps, and an existing sidewalk. Vyverberg noted that there are no flooding concerns expressed by the Village Engineer.

Councilman Myslinski asked about deck material specifics. Vyverberg responded that the material is a wood treated composite.

Resident Norm Malcolm, 255 N. Bothwell, stated that the material is pressure treated and composite.

Councilman Myslinski also questioned if the material is impermeable. Vyverberg responded affirmatively.

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

2. Consider an Ordinance Granting a Special Use for a Fence in the Front Yard at 1480 W. Poplar Street
Council District: One

Director of Planning & Zoning Ben Vyverberg explained the petitioner had applied for a special use for a solid fence several years ago and is now applying for a 5' wrought iron open-style fence placed 21" away from the home's property line. Vyverberg also discussed a gate component of the fence, that there are no issues regarding flood plains, and the unique circumstances of zoning the front-yard. Vyverberg mentioned that no residents commented in opposition.

Councilman Myslinski questioned gate automation. Vyverberg replied that the fire marshal is aware of the requirement and that the condition that the gate is manual would override the site plan, which states the gate would be automatic.

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

3. Consider an Ordinance Granting a Live Entertainment Special Use Condition Review and a Special Use Amendment to Special Use Ordinance #O-91-23 to Permit Changes to the Live Entertainment Business Plan and Floor Plan at 1280 E. Dundee Road
Council District: Five

Director of Planning & Zoning Ben Vyverberg presented a live entertainment special use review for the restaurant, Aragvi, located at 1280 E. Dundee Road. The venue opened in 2023 and is also requesting a special use amendment to add a dance floor.

The original special use declared three requirements that must be met before live entertainment would be allowed at the restaurant:

- 1.) The restaurant must be in operation for at least six months.
- 2.) A review must be conducted by staff with Police site visits.
- 3.) There must be a review by the Village Council.

The first two requirements were met, this is the request for the third.

Councilman Myslinski praised the business for their efforts and growth.

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

4. As Submitted

Nothing Submitted.

B. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
SCOTT LAMERAND, CHAIR

1. Consider a Motion to Authorize the Village Manager to Execute an Agreement with BLA Incorporated for the Slade Street Design Engineering Services
Council District: Six

Director of Public Works Matt Barry presented BLA Incorporated designed areas within downtown Palatine in and around Slade Street. Barry discussed utility, fiber optics, and other improvements that would be completed by the Spring of 2026. In the Autumn of 2026, other anticipated improvements are for the open area and pedestrian spaces near Plum Grove Road to Palatine Road. Barry mentioned this area is TIF eligible and part of the capital improvement budget.

Councilman Lamerand asked about the timeline of the project. Barry responded

that the work would be divided up to avoid work during the Summer of 2026 as that is the busiest time for pedestrians and when Street Fest takes place.

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

2. Consider a Discussion Regarding Downtown Parking Signage and Related Issues

Council District: Six

Director of Community Development Mike Jacobs discussed updated signage for downtown parking. Jacobs presented different sign designs and sizes. Jacobs explained the goals to rename lots and make parking uses clearer.

Councilman Helms commented on having specific parking times on the back of the signs, coloring lane lines, and other improvements. Jacobs responded that the plan is to figure out straightforward recognizable signs and then work on educating downtown businesses, their customers, and all residents.

Councilman Myslinski mentioned consistency. Jacobs discussed incorporating and turning signage into way-finding signs.

Councilman Lamerand voiced appreciation for the presented designs.

RESULT:	MOTION TO CONCUR WITH STAFF RECOMMENDATIONS APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
AYES:	Jim Schwantz, Greg Langer, Scott Lamerand, Doug Myslinski, Joe Falkenberg, Kollin Kozlowski, Brad Helms
NAYS:	None

3. Consider an Ordinance Authorizing the Village Manager to Negotiate and Enter Into an Agreement for a TIF District Eligibility Study, Redevelopment Plan, and Designation Services for the Proposed East Northwest Highway Corridor TIF Study Area with SB Friedman Development Advisors

Village Manager Reid Ottesen spoke about a qualification TIF eligibility study to be completed by SB Friedman Development Advisors in the Northwest Highway corridor. This is a six-month process that looks at all parcels in the area and will not exceed \$49,290.

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

4. As Submitted

Nothing Submitted.

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

1. Consider a Motion Authorizing the Village Manager to Execute an Agreement for Managed IT Services with DeKind Computer Consultants

Information Technology Director Larry Schroth presented a proposal for DeKind Computer Consultants to provide services in the amount of \$259,200 for one year with the option of two one-year renewals. Schroth mentioned upcoming retirements within the IT Department and multiple bidders for this proposal, which were narrowed by staff.

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

2. As Submitted

Nothing Submitted.

D. BUSINESS FINANCE & BUDGET COMMITTEE
JOE FALKENBERG, CHAIR

1. Consider a Motion to Authorize the Village Manager to Purchase 2026 Light-Duty Fleet Consistent with the Capital Improvement Plan

Village Manager Reid Ottesen discussed the 2026 order banks bidding process and rapid timeline, which necessitates the authorization of advanced purchases. This action would reduce the 2026 budget.

Councilman Kozlowski questioned a possible purchase in 2026 instead of 2025. Ottesen answered that the commitment is necessary this year, and that a purchase is possible in 2026.

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

2. Consider a Motion Authorizing the Village Manager to Execute an Extension to the Service Agreement with Sikich CPA, LLC

Finance Director Andrew Brown recommended continuation of the Sikich CPA, LLC service agreement. After finishing up a five-year engagement, there are two options to continue the agreement:

- Two-year proposal at \$108,630, a 2.3% per year increase over FY24 cost.
- Three-year proposal at \$162,850, a 2.3% per year increase over FY24 cost

Councilman Lamerand asked about a escalator or cap on increases. Brown responded that an absolute dollar amount was given and mentioned that the increases match the normal CPI increases.

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

3. As Submitted

Nothing Submitted.

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

1. As Submitted

Nothing Submitted.

F. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

1. As Submitted

Nothing Submitted.

VIII. RECONVENE THE VILLAGE COUNCIL MEETING

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

- A. Consider a Motion to Approve Warrant 2025 #19
- B. Consider an Ordinance Granting a Lot Coverage Variation to be 55%, Instead of the Maximum Allowable 45%, for the Property at 255 N. Bothwell Street
Council District: Six
Ordinance #O-94-25
- C. Consider an Ordinance Granting a Special Use for a Fence in the Front Yard at 1480 W. Poplar Street
Council District: One
Ordinance #O-95-25
- D. Consider an Ordinance Granting a Live Entertainment Special Use Condition Review and a Special Use Amendment to Special Use Ordinance #O-91-23 to Permit Changes to the Live Entertainment Business Plan and Floor Plan at 1280 E. Dundee Road
Council District: Five
Ordinance #O-96-25
- E. Consider a Motion to Authorize the Village Manager to Execute an Agreement with BLA Incorporated for the Slade Street Design Engineering Services
Council District: Six

- F. Consider an Ordinance Authorizing the Village Manager to Negotiate and Enter Into an Agreement for a TIF District Eligibility Study, Redevelopment Plan, and Designation Services for the Proposed East Northwest Highway Corridor TIF Study Area with SB Friedman Development Advisors

Ordinance #O-97-25
- G. Consider a Motion Authorizing the Village Manager to Execute an Agreement for Managed IT Services with DeKind Computer Consultants
- H. Consider a Motion to Authorize the Village Manager to Purchase 2026 Light-Duty Fleet Consistent with the Capital Improvement Plan
- I. Consider a Motion Authorizing the Village Manager to Execute an Extension to the Service Agreement with Sikich CPA, LLC

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

- 1. As Submitted

No Report.

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

1. As Submitted

No Report.

XI. REPORTS OF THE VILLAGE OFFICERS

A. VILLAGE MANAGER

1. As Submitted

No Report.

B. VILLAGE CLERK

1. As Submitted

No Report.

C. VILLAGE ATTORNEY

1. As Submitted

No Report.

XII. CLOSED SESSION AS REQUIRED

No Closed Session requested.

XIII. RECOGNITION OF AUDIENCE

Roman Golash of Palatine's American Legion Post #690, 122 W. Palatine Road declared that the American Legion will be hosting a Veterans Day ceremony at Cutting Hall on November 11 at 11 AM.

XIV. ADJOURNMENT

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

MEETING ADJOURNED - 7:26 PM.

SUBMITTED BY:

Maureen Pasqualucci
Village Clerk