



VILLAGE COUNCIL & COMMITTEE OF THE WHOLE

JUNE 15, 2026 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, Deputy Village Manager Hadley Skeffington-Vos, 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, Deputy Fire Chief Anthony Lavacchi, IT Director Rhonda Malcolm, 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 - June 1, 2026

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

V. MAYOR'S REPORT

- A. Lifesaver Award Presentation: Palatine Resident Ethan Mollenhauer (13-Year-Old) for Actions that Contributed to Saving the Life of His Father Sam; and Three Recognitions for Northwest Central Dispatch Services Emergency Dispatchers for Actions that Contributed to Saving the Life of Sam Mollenhauer

Mayor Schwantz presented the Lifesaver Award to resident Ethan Mollenhauer. Deputy Fire Chief Anthony Lavacchi spoke about Ethan's lifesaving efforts in an emergency event with his father and also acknowledged Northwest Central Dispatchers Patty Leal, Annalisa Cangelosi, and Patrick O'Sullivan for their critical role.

- B. Presentation of a Certificate of Achievement to Palatine Police K9 Hondo for Retirement

Mayor Schwantz presented the certificate of Achievement to Palatine Police K9 Hondo for retiring from service working with his handler, Officer Raul Contreras. Chief Nord reflected on Hondo's service dating back to 2016 and has been with officer Raul Contrera since 2018. Several K9 units were present for the retirement ceremony and Officer Alec Wagner presented an achievement plaque to Hondo on behalf of the training group.

Mayor Schwantz asked for a brief recess.

- C. As Submitted

Friday, June 26 – Sunday, June 28

St. Nectarios Greek Fest

St. Nectarios Greek Orthodox Church

Thursday, July 2 – Sunday, July 5

Hometown Fest - Palatine Jaycees

Fireworks July 3rd – Parade July 4th

Friday, July 3 – Village offices are closed for Independence Day

The Palatine Township Community Mental Health Board is pleased to announce that the 2026 grant application cycle will be opening soon. Grant application guidelines will be released on July 1, 2026, and the grant application will be available on the Township website beginning July 14, 2026. Completed applications must be submitted by 4:00 p.m. on September 4, 2026. Organizations interested in applying

are encouraged to review the guidelines upon release and begin preparing application materials.

VI. RECESS TO THE COMMITTEE OF THE WHOLE

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Brad Helms
SECONDER:	Greg Langer
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 JOE FALKENBERG, CHAIR

1. Consider a Motion Granting a Waiver of the Village's Sound Amplification Ordinance and the Temporary Closure of a Portion of Bothwell Street in Conjunction with the Proposed 'Pipes for Pits' Event on August 2, 2026 at Lamplighter Inn, 60 N. Bothwell Street
Council District: Six

Village Manager Reid Ottesen spoke about the request for a Waiver of the Village's Sound Amplification Ordinance for the temporary closure of Bothwell Street during the annual "Pipes for Pits" event at Lamplighter Inn.

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 Motion Granting Approval of a Waiver of the Village's Sound Amplification Ordinance for the 5th Annual St. Thomas of Villanova Parish Picnic on Saturday, August 8, 2026
Council District: Four

Village Manager Reid Ottesen presented the 5th Annual St. Thomas Summerfest request for a Waiver of the Village's Sound Amplification Ordinance and recommended approval. Ottesen noted that all servers will be compliant with the alcohol beverage service training.

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

3. Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback of 34 Feet, Instead of the Minimum Required Rear Yard Setback of 40 Feet, in the R-2 Single-Family Zoning District for the Property at 649 W. Revere Lane Council District: Two

Director of Planning and Zoning Ben Vyverberg spoke about a rear yard setback for a three-season room addition at 649 W. Revere Lane. Vyverberg discussed the 34-foot setback, elevations, comparable properties and staff recommended approval.

Councilman Kozlowski asked for details about how the setback approval applied to a pre-existing patio, and Vyverberg provided an explanation of the requirements.

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

4. Consider an Ordinance Granting a Special Use and Variation to Permit a Fence in the Side Yard Abutting a Street at 100 E. Wood Street Council District: Six

Director of Planning and Zoning Ben Vyverberg spoke about a special use permit and variation for a fence. The Petitioner is requesting a 4-foot fence plan at 100 E. Wood Street. Vyverberg discussed details about the proposed site plan, setbacks, comparable fencing properties in the downtown area, and staff recommended approval.

Councilman Myslinski inquired about specific landscaping details, and Vyverberg addressed the unique corner-lot configuration, landscaping elements, and required setbacks.

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

5. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Dealer at 2105 - 2111 N. Rand Road Council District: Three

Director of Planning and Zoning Ben Vyverberg reported on the Special Use Transfer for Top Notch Auto at 2105–2111 N. Rand Road. The petitioner is seeking to transfer and reinstate the Special Use, and staff is recommending approval.

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

6. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Restaurant, with a Local Liquor License, at 365 W. Northwest Highway Council District: Six

Director of Planning and Zoning Ben Vyverberg discussed the Special Use Transfer for a liquor license at Hot Pockets. Vyverberg noted there were no significant changes, aside from extending Sunday hours by one hour. Staff recommended approval.

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

7. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Restaurant, with a Local Liquor License, at 40 W. Palatine Road
Council District: Six

Director of Planning and Zoning Ben Vyverberg spoke about a Special Use Transfer for a liquor license from an existing operator to a new owner at 40 W. Palatine Road. Staff recommended approval.

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

8. Consider an Ordinance Amending the Village of Palatine Zoning Ordinance, Appendix A - Article 6 (Home Occupations), Article 10 (Residential Districts), and Article 11 (Business Districts)

Director of Planning and Zoning Ben Vyverberg discussed an amendment to the Village of Palatine Zoning Ordinance Appendix A – Article 6 (Home Occupations), Article 10 (Residential Districts), and Article 11 (Business Districts).

Vyverberg noted permitted obstructions and an unnecessary reference to Article 10 and a clarification to the ordinance. Vyverberg presented an analysis detailing R-1A and R-1B Zoning pertaining to Article 10. Vyverberg also spoke about standards to clarify home occupations in Article 6. Staff recommended approval.

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

9. As Submitted
Nothing Submitted.

B. ADMINISTRATION, TECHNOLOGY & COMMUNITY HEALTH COMMITTEE
SCOTT LAMERAND, CHAIR

1. Consider a Motion Announcing the Thirty-Day Public Review and Comment Period is Open for the Program Year (PY) 2026 Action Plan

Director of Planning and Zoning Ben Vyverberg presented the Program Year (PY) 2026 Action Plan, highlighting the 3% reduction in CDBG funding and the corresponding recommendations involving Fire, Police, Village Manager's Office, Community Development, and Planning and Zoning. He also stated that the 30-day public comment period has begun, noting that Council will consider the Plan in July and that these recommendations are being put forward for approval.

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

2. As Submitted

Nothing Submitted.

C. BUSINESS FINANCE & BUDGET COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

1. Consider a Motion to Accept and Place on File the Annual Comprehensive Financial Report for the Year Ended December 31, 2025

Director of Finance Andrew Brown spoke about the annual comprehensive report for the Year Ended December 31, 2025. Brown spoke about the audit, debt service reserve, pension fund performance, and Cook County Property taxes for the 2025 Annual Financial Report.

Councilman Kozlowski asked if the auditor was a third party and Brown confirmed it was.

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

2. Consider a Motion to Accept Staff Recommendations for CY 2025 Reserves

Director of Finance Andrew Brown presented CY 2025 Reserves. Brown explained the General fund balance of \$35,600,000, which included a Fund

Balance policy, a 2025 Rollover of \$2,400,000 (from 2024 surplus), and remaining balance allocations (\$4,600,000). Brown elaborated that the Fund Balance policy includes operating reserves of \$25,100,000, a \$2,500,000 economic stabilization fund and a \$1,000,000 economic opportunity fund.

Councilman Kozlowski asked how other municipalities use their reserves and Ottesen explained that most fund only the statutory or actuarial required amounts. Ottesen noted that supplemental payments are made when the budget allows them.

Ottesen spoke about Cook County reserves and interest payments.

Councilman Kozlowski asked about delayed Cook County property taxes and Ottesen responded that they would be pushed back by at least two months.

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. As Submitted

Nothing Submitted.

D. **INFRASTRUCTURE & ENVIRONMENT COMMITTEE**
BRAD HELMS, CHAIR

1. Consider an Ordinance Authorizing the Village Manger to Dispose of Excess Vehicles and Equipment

Director of Public Works Matt Barry spoke about the disposal process of Excess Vehicles and Equipment for 16 vehicles.

Councilman Kozlowski asked about the annual proceeds and Barry responded that the savings range from \$70,000 to \$100,000.

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

2. As Submitted

Nothing Submitted.

E. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
DOUG MYSLINSKI, CHAIR

1. As Submitted

Nothing Submitted.

F. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
GREG LANGER, CHAIR

1. As Submitted

Nothing Submitted.

VIII. RECONVENE THE VILLAGE COUNCIL MEETING

RESULT:	MOTION APPROVED BY VOICE VOTE
MOVER:	Greg Langer
SECONDER:	Joe Falkenberg
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.

The motion was to approve items A. to P.

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 2026 #12
- B. Consider a Motion Granting a Waiver of the Village's Sound Amplification Ordinance and the Temporary Closure of a Portion of Bothwell Street in Conjunction with the Proposed 'Pipes for Pits' Event on August 2, 2026 at Lamplighter Inn, 60 N. Bothwell Street
Council District: Six

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- C. Consider a Motion Granting Approval of a Waiver of the Village's Sound Amplification Ordinance for the 5th Annual St. Thomas of Villanova Parish Picnic on Saturday, August 8, 2026
Council District: Four
 - D. Consider an Ordinance Granting a Special Use to Permit a Rear Yard Setback of 34 Feet, Instead of the Minimum Required Rear Yard Setback of 40 Feet, in the R-2 Single-Family Zoning District for the Property at 649 W. Revere Lane
Council District: Two

Ordinance #O-63-26
 - E. Consider an Ordinance Granting a Special Use and Variation to Permit a Fence in the Side Yard Abutting a Street at 100 E. Wood Street
Council District: Six

Ordinance #O-64-26
 - F. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Used Auto Dealer at 2105 - 2111 N. Rand Road
Council District: Three

Ordinance #O-65-26
 - G. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Restaurant, with a Local Liquor License, at 365 W. Northwest Highway
Council District: Six

Ordinance #O-66-26
 - H. Consider an Ordinance Approving a Special Use Transfer to Permit the Continued Operation of a Restaurant, with a Local Liquor License, at 40 W. Palatine Road
Council District: Six

Ordinance #O-67-26
 - I. Consider an Ordinance Amending the Village of Palatine Zoning Ordinance, Appendix A - Article 6 (Home Occupations), Article 10 (Residential Districts), and Article 11 (Business Districts)

Ordinance #O-68-26
 - J. Consider a Motion to Accept and Place on File the Annual Comprehensive Financial Report for the Year Ended December 31, 2025
 - K. Consider a Motion to Accept Staff Recommendations for CY 2025 Reserves
 - L. Consider an Ordinance Authorizing the Village Manger to Dispose of Excess Vehicles and Equipment

Ordinance #O-69-26

- M. Consider a Motion to Accept and Place on File the Annual Treasurer's Report for Calendar Year 2025
- N. Consider an Ordinance Decreasing the Number of Class G (Beer and Wine) and Class LC-1 (Late Closing) Liquor Licenses by One Council District: Six

Ordinance #O-70-26

- O. Consider an Ordinance Amending the 2026 Fee Schedule

Ordinance #O-71-26

- P. Consider an Ordinance Amending the 2026 Fine Schedule

Ordinance #O-72-26

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

- 1. As Submitted

No Report.

B. BUSINESS FINANCE & BUDGET COMMITTEE
KOLLIN KOZLOWSKI, CHAIR

- 1. As Submitted

No Report.

C. COMMUNITY & ECONOMIC DEVELOPMENT COMMITTEE
DOUG MYSLINSKI, CHAIR

- 1. As Submitted

No Report.

D. FIRE POLICY & COMMUNITY INFORMATION COMMITTEE
GREG LANGER, CHAIR

- 1. As Submitted

No Report.

E. INFRASTRUCTURE & ENVIRONMENT COMMITTEE
BRAD HELMS, CHAIR

1. As Submitted

No Report.

F. POLICE POLICY & CODE SERVICES COMMITTEE
JOE FALKENBERG, 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

Resident Roman G. spoke about his support for the POW flag.

Joey McArthur, Rolling Meadows, spoke in regard to the issues concerning his property.

Resident Frank S. spoke of his support in which flags are flown at Village Hall.

XIV. ADJOURNMENT

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

The meeting adjourned at 7:48 PM.

SUBMITTED BY:

Maureen Pasqualucci
Village Clerk