

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE PRESIDENT & BOARD OF  
TRUSTEES OF THE VILLAGE OF BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN  
COUNCIL CHAMBERS, 50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS  
MONDAY, DECEMBER 1, 2025**

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**CALL TO ORDER**

President Smith called the meeting to order at 7:00 P.M. Those present stood and pledged allegiance to the Flag.

**ROLL CALL**

Roll call indicated the following present: President Smith; Trustees Johnson, Richards, Cesario, Ottenheimer, Bocek and Weidenfeld.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Chris Stilling, Deputy Village Manager; Mike Skibbe, Deputy Village Manager/Director of Public Works; Tyler Grace, Assistant Village Manager/Administrative Services; Katie Golbach, Director of Human Resources; Chris Black, Director of Finance; Christine Berman, Deputy Director of Finance; Nicole Woods, Director of Community Development; Briget Schwab, Village Engineer; Chris Krase, Deputy Public Works Director; Tom Wisniewski, Facilities Manager; Tom Milas, Forestry & Streets Superintendent; Geoff Tollefson, Director of Golf Operations; Fire Chief Kane; Police Chief Budds; and Deputy Police Chief Anderson.

**APPROVAL OF MINUTES**

Moved by Weidenfeld, seconded by Ottenheimer, to approve the minutes of the November 3, 2025, Regular Meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

Moved by Cesario, seconded by Bocek, to approve the minutes of the November 17, 2025, Special Meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**WARRANT #1388**

Mr. Black read Warrant #1388. Moved by Cesario, seconded by Johnson, to approve Warrant #1388 in the amount of \$5,091,709.44 authorizing payment of bills listed. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**VILLAGE PRESIDENT'S REPORT**

There is no Village President's report tonight.

**VILLAGE MANAGER'S REPORT**

Mr. Bragg noted that the **2026 Schedule of Meeting Dates** is now available for review on the Village website.

Mr. Skibbe reported that Chris Krase has been promoted to **Deputy Director of Public Works** and proceeded to review Mr. Krase's accomplishments and noted that he will oversee all Public Works functions. Mr. Krase thanked the staff and the Board for this opportunity as he was congratulated by the audience and the Board.

Mr. Skibbe reported that Tom Wisniewski has been promoted to **Facilities Manager** and proceeded to review Mr. Wisniewski's accomplishments as well as the role that he will be performing in the future. Mr. Wisniewski expressed his appreciation for this opportunity as he was congratulated by the audience and the Board.

Mr. Bragg noted how proud he is of Mr. Krase and Mr. Wisniewski for their dedication and perseverance in working their way up in the organization, and of what an asset they are to the Village of Buffalo Grove.

**SPECIAL BUSINESS**

President Smith called the **Public Hearing** regarding Acceptance of the FY 2026 Budget at 7:10 P.M.

President Smith asked if there were any comments or questions from the public; there were none.

At 7:11 P.M. the Public Hearing was continued until after the Village Board takes final action on the proposed ordinance later in this meeting.

**TRUSTEE REPORTS**

Trustee Richards urged all residents who are able to donate blood at our next **Blood Drive** which will take place this coming Saturday at the Alcott Center. The Buffalo Grove Fire Department is also hosting a blood drive, so there are several ways to contribute to this life-saving need.

**CONSENT AGENDA**

President Smith explained the Consent Agenda, stating that any member of the audience or the Board could request that an item be removed for full discussion; there were no such requests. The Village Clerk read a brief synopsis of each of the items on the Consent Agenda.

**FY 2026 Projects**

Motion to authorize bidding for various FY 2026 Projects.

**Proposals for Various FY 2026 Projects**

Motion to waive bids and seek proposals for various FY 2026 Projects.

**Ordinance No. 2025-122 - Special Use at 200 Timber Hill Road**

Motion to pass Ordinance No. 2025-122 re-authorizing the Special Use of a Child Home Daycare at 200 Timber Hill Road.

**Ordinance No. 2025-123 - Special Use at 330 University Drive**

Motion to pass Ordinance No. 2025-123 re-authorizing the Special Use of a Child Home Daycare at 330 University Drive.

**Ordinance No. 2025-124 - Special Use at 371 Springside Lane**

Motion to pass Ordinance No. 2025-124 re-authorizing the Special Use of a Child Home Daycare at 371 Springside Lane.

**Ordinance No. 2025-125 - Special Use at 554 Patton Drive**

Motion to pass Ordinance No. 2025-125 re-authorizing the Special Use of a Child Home Daycare at 554 Patton Drive.

**Ordinance No. 2025-126 - Special Use at 621 Harris Drive**

Motion to pass Ordinance No. 2025-126 re-authorizing the Special Use of a Child Home Daycare at 621 Harris Drive.

**Ordinance No. 2025-127 - Special Use at 315 Gardenia Lane**

Motion to pass Ordinance No. 2025-127 re-authorizing the Special Use of a Child Home Daycare at 315 Gardenia Lane.

**Ordinance No. 2025-128 - Special Use at 4 Brucewood Court**

Motion to pass Ordinance No. 2025-128 re-authorizing the Special Use of a Child Home Daycare at 4 Brucewood Court.

**Ordinance No. 2025-129 - Special Use at 11 Chevy Chase Drive**

Motion to pass Ordinance No. 2025-129 re-authorizing the Special Use of a Child Home Daycare at 11 Chevy Chase Drive.

**Ordinance No. 2025-130 - Special Use at 456 Chicory Lane**

Motion to pass Ordinance No. 2025-130 re-authorizing the Special Use of a Child Home Daycare at 456 Chicory Lane.

**Ordinance No. 2025-131 – Urban Communications, Inc.**

Motion to pass Ordinance No. 2025-131 authorizing execution of a contract with Urban Communications, Inc. for a communications tower at Fire Station 25.

**Ordinance No. 2025-132 - Frequency Foundry Inc.**

Motion to pass Ordinance No. 2025-132 authorizing the execution of a Master Services Agreement and Statement of Work with Frequency Foundry Inc.

**Special Flag Schedule**

Motion to accept the 2026 Special Flag Schedule.

**Ordinance No. 2025-133 - Liquor Controls**

Motion to pass Ordinance No. 2025-133 amending Title 5.20 Liquor Controls.

**Ordinance No. 2025-134 – Metro Fibernet, LLC**

Motion to pass Ordinance No. 2025-134 approving a Right-of-Way Access Agreement with Metro Fibernet, LLC.

**Ordinance No. 2025-135 - Buffalo Grove High School**

Motion to pass Ordinance No. 2025-135 approving a Preliminary Plan to allow a parking lot expansion at Buffalo Grove High School. 1100 W. Dundee Road.

**Resolution No. 2025-27 - 48 Raupp Boulevard**

Motion to pass Resolution No. 2025-27 authorizing the Village Manager to execute a Lease Amendment with BRI Incorporated for the property located at 48 Raupp Boulevard.

**Ordinance No. 2025-136 - 1051 Commerce Court**

Motion to pass Ordinance No. 2025-136 approving a Special Use for outdoor storage in the Industrial District at 1051 Commerce Court.

**Buffalo Grove Community Foundation**

Motion to approve a Memorandum of Understanding with the Buffalo Grove Community Foundation

**Ordinance No. 2025-137 – InterDev, LLC**

Motion to pass Ordinance No. 2025-137 authorizing execution of a Revised Contract with InterDev, LLC.

**Ordinance No. 2025-138 - Municipal GIS Partners**

Motion to pass Ordinance No. 2025-138 authorizing execution of a Revised Contract with Municipal GIS Partners.

**Ordinance No. 2025-139 - Dutch Bros. Coffee**

Motion to pass Ordinance No. 2025-139 approving Amendment to the Planned Development and Preliminary Plan for a Special Use for a Drive-through Facility, as well as Parking, and Sign Variations for Dutch Bros. Coffee at 80 McHenry Road.

**Ordinance No. 2025-140 - Municipal GIS Partners**

Motion to pass Ordinance No. 2025-140 authorizing execution of a Supplemental Statement of Work with Municipal GIS Partners.

Moved by Ottenheimer, seconded by Richards, to approve the Consent Agenda as presented. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

**ORDINANCE NO. 2025-141 – MUNICIPAL CODE, TITLE 10**

Moved by Richards, seconded by Johnson, to pass Ordinance No. 2025-141 amending Municipal Code, Title 10 – Vehicles and Traffic, to include a new chapter titled “Micromobility and Other Vehicles”, and updates to Appendix A, Fines and Fees, subject to the final review and approval of the Village Attorney.

Referring to a PowerPoint presentation, Deputy Chief Anderson reviewed the proposed ordinance, details of which are contained in her memo of November 18, 2025, to Mr. Bragg, after which she addressed questions and comments from the Board.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

**RESOLUTION NO. 2025-28 – PERSONNEL MANUAL**

Moved by Bocek, seconded by Ottenheimer, to approve Resolution No. 2025-28 approving the adoption of amendments to the Personnel Manual for the Village of Buffalo Grove employees.

Ms. Golbach reviewed the proposed resolution, details of which are contained in the Agenda Item Summary that she prepared.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

**ORDINANCE NO. 2025-142 – MUNICIPAL CODE**

Moved by Bocek, seconded by Johnson, to pass Ordinance No. 2025-142 amending Chapter 2.14 entitled “Police Department” and Chapter 2.22 entitled “Board of Fire and Police Commissioners” of the Village of Buffalo Grove Municipal Code.

Ms. Golbach reviewed the proposed ordinance, details of which are contained in the Agenda Item Summary that she prepared.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None

Motion declared carried.

**ORDINANCE NO. 2025-143 – FIRE SERVICE, INC.**

Moved by Richards, seconded by Cesario, to pass Ordinance No. 2025-143 authorizing the Village Manager to execute a contract with Fire Service Inc. (FSI) for fire fleet maintenance at an amount not to exceed \$275,000.00 pending review and approval of the Village Attorney.

Chief Kane reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg of December 1, 2025.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None.

Motion declared carried.

**ORDINANCE NO. 2025-144 – LEVY AND COLLECTION OF TAXES**

Moved by Cesario, seconded by Weidenfeld, to pass Ordinance No. 2025-144 approving the levy and collection of taxes for the fiscal year commencing on the 1<sup>st</sup> day of January 2025 and ending on the 31<sup>st</sup> day of December 2025.

Mr. Black reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg dated December 1, 2025. In answer to a question from the Board, Mr. Black reviewed and confirmed the way the tax levy relates to the impact on individual tax bills.  
Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**ORDINANCE NO. 2025-145 – TAX ABATEMENT**

Moved by Cesario, seconded by Richards, to pass Ordinance No. 2025-145 abating taxes levied for the Village of Buffalo Grove, Cook and Lake Counties, Illinois

Mr. Black reviewed the proposed ordinance, details of which are contained in his memo to Mr. Bragg dated December 1, 2025.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**RESOLUTION NO. 2025-29 – LOSS IN COLLECTION**

Moved by Cesario, seconded by Richards pass Resolution No. 2025-29, requesting the County of Cook not to collect the Loss in Collection of Taxable Property in the Village of Buffalo Grove.

Mr. Black reviewed the proposed resolution, details of which are contained in the Agenda Item Summary that he prepared.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**RESOLUTION NO. 2025-30 – LOSS IN COLLECTION**

Moved by Cesario, seconded by Richards pass Resolution No. 2025-30, requesting the County of Lake not to collect the Loss in Collection of Taxable Property in the Village of Buffalo Grove.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**ORDINANCE NO. 2025-146 – 2026 BUDGET**

Moved by Cesario, seconded by Richards, to pass Ordinance No. 2025-146 adopting the Fiscal Year 2026 (January 1-December 31, 2026) Budget for the Village of Buffalo Grove.

Mr. Black confirmed that the budget was presented to the Village Board and also available on the Village website on October 31, 2025, and the Public Hearing has been held. Mr. Black extended thanks to everyone on staff for their efforts in preparing the document.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

Moved by Johnson, seconded by Cesario, to close the Public Hearing. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

The Public Hearing was closed at 7:55 P.M.

**ORDINANCE NO. 2025-147 – METROPOLITAN ALLIANCE OF POLICE**

Moved by Bocek, seconded by Weidenfeld, to pass Ordinance No. 2025-147 approving a Side Letter of Agreement between the Village of Buffalo Grove and the Metropolitan Alliance of Police (MAP), Buffalo Grove Police Patrol Officer Chapter #672.

Ms. Golbach reviewed the proposed ordinance, details of which are contained in the Agenda Item Summary that she prepared.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**RESOLUTION NO. 2025-31 – 2026 PAY RANGES**

Moved by Bocek, seconded by Weidenfeld to pass Resolution No. 2025-31, approving the 2026 pay ranges for the Village of Buffalo Grove employees.

Ms. Golbach reviewed the proposed resolution, details of which are contained in her memo to Mr. Bragg and Mr. Stilling dated November 18, 2025, after which she answered questions from the Board.

Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

**NEW BUSINESS**

Moved by Bocek, seconded by Cesario, to cancel the December 15, 2025, Regular Meeting of the Buffalo Grove Village Board. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld

NAYS: 0 – None  
Motion declared carried.

**PUBLIC COMMENT**

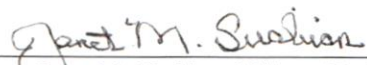
President Smith reviewed the parameters to be followed by speakers and asked if there were any questions from the audience on items not on tonight's agenda; there were no such questions.

**ADJOURNMENT**

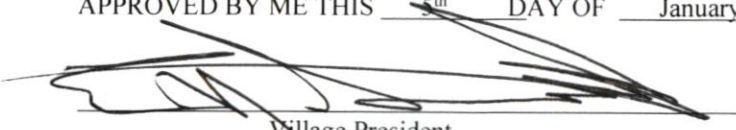
Moved by Richards, seconded by Cesario, to adjourn the meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Johnson, Richards, Cesario, Ottenheimer, Bocek, Weidenfeld  
NAYS: 0 – None  
Motion declared carried.

The meeting was adjourned at 7:59 P.M.

  
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Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 5<sup>th</sup> DAY OF January 2026

  
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Village President

