

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE BOARD OF THE
VILLAGE OF BUFFALO GROVE HELD IN THE JEFFREY S. BRAIMAN COUNCIL CHAMBERS,
VILLAGE HALL, 50 RAUPP BOULEVARD, BUFFALO GROVE, ILLINOIS, MONDAY, OCTOBER 4,
2021**

CALL TO ORDER

President Sussman called the meeting to order at 7:30 P.M. Those present stood and pledged allegiance to the Flag.

ROLL CALL

Roll call indicated the following present: President Sussman; Trustees Stein, Ottenheimer, Weidenfeld, Johnson, and Pike. Trustee Smith was absent.

Also present were: Dane Bragg, Village Manager; Patrick Brankin, Village Attorney; Chris Stilling, Deputy Village Manager; Art Malinowski, Director of Human Resources; Katie Golbach, Human Resources Management Analyst; Chris Black, Director of Finance; Nicole Woods, Deputy Community Development Manager; Jessie Brown, Administrative Services Manager/Assistant Village Clerk; Mike Skibbe, Director of Public Works; Darren Monico, Village Engineer; Brett Robinson, Administrative Services Director; Geoff Tollefson, Director of Golf Operations; Police Chief Casstevens; and Fire Chief Baker.

The Committee of the Whole Meeting consisted of staff reports and Board discussion on the listed topics, with staff answering questions from the Board on each topic.

PROPOSED MODIFICATIONS TO FEES

Ms. Woods reviewed a presentation regarding proposed modifications to Building Permit fees and Planning and Zoning Commission fees, details of which are contained in the memo to the Board from her and Ms. Brown of September 30, 2021. Ms. Woods and Ms. Brown then answered questions from the Board.

Cindy Baran, BS&A Software, remotely "walked" the audience and the Board through an actual permit request showing exactly the process that will be followed by the requestor.

CODE REVIEW TITLES 1 & 2

Mr. Robinson reviewed the first pass through of the review process of Title 1 and Title 2, details of which are contained in the memo of September 27, 2021 from him and Ms. Brown to the Board. Title 1 – "General Provisions": details, code adoptions, revocations, penalties, fines, and fees, as well as general language used throughout the Code. Title 2 – "Administration and Personnel": establishes powers of the President, Board of Trustees, and Village Administrator, as well as providing for the creation of departments, committees, commissions, and boards. Mr. Robinson, Ms. Brown, and Mr. Monico then answered questions from the Board.

Mr. Robinson and Ms. Brown and staff were commended and thanked by the Board for the tremendous amount of effort that has been put into this project.

TRICK OR TREAT DAY

Mr. Bragg noted that staff has been receiving questions from residents regarding Trick or Treat hours in the Village of Buffalo Grove. Staff's recommendation is to proclaim 3:00 P.M. to 8:00 P.M. on Sunday, October 31, 2021 as the official Trick or Treat Day in Buffalo Grove. There were no Board objections to this proposal. Staff will post the hours on the Village website and social media immediately.

QUESTIONS FROM THE AUDIENCE

President Sussman 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 Weidenfeld, seconded by Johnson, to adjourn the meeting. Upon roll call, Trustees voted as follows:

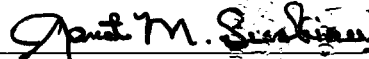
AYES: 5 – Stein, Ottenheimer, Weidenfeld, Johnson, Pike

NAYS: 0 – None

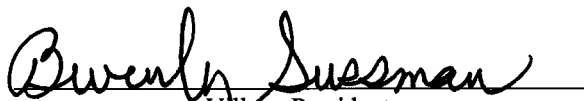
ABSENT: 1 - Smith

Motion declared carried.

The meeting was adjourned at 8:21 P.M.


Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 18th DAY OF October 2021


Beverly Sussman
Village President