

**MINUTES OF THE REGULAR MEETING OF THE VILLAGE BOARD OF THE VILLAGE OF
BUFFALO GROVE HELD IN THE VILLAGE HALL, 50 RAUPP BOULEVARD,
BUFFALO GROVE, ILLINOIS, AND VIA AUDIO/VIDEO CONFERENCING
MONDAY, NOVEMBER 16, 2020**

CALL TO ORDER

President Sussman called the meeting to order at 7:30 P.M. This meeting is being conducted in person and via audio and video conferencing.

ROLL CALL

Roll call indicated the following present via audio/video conferencing: President Sussman; Trustees Stein, Ottenheimer, Weidenfeld, Johnson, Smith and Pike.

Dane Bragg, Village Manager, was physically present at Village Hall, and participated via audio/video conferencing.

Also present via audio/video conferencing were: Patrick Brankin, Village Attorney; Jenny Maltas, Deputy Village Manager; Chris Stilling, Deputy Village Manager; Chris Black, Finance Director; Cheryl Mosqueda, Deputy Finance Director; Art Malinowski, Director of Human Resources; Brett Robinson, Director of Purchasing; Evan Michel, Management Analyst; Mike Reynolds, Director of Public Works; Mike Skibbe, Deputy Director of Public Works; Darren Monico, Village Engineer; Geoff Tollefson, Director of Golf Operations; Police Chief Casstevens; and Fire Chief Baker.

VILLAGE MANAGER'S REPORT

Mr. Bragg read a **Proclamation Recognizing Michael J. Reynolds** for his years of service to the Village of Buffalo Grove and expressing sincere appreciation to Michael Reynolds on this occasion of his retirement.

Board members thanked Mr. Reynolds for the outstanding work that he has done for Buffalo Grove in working with elected officials and staff as well as our residents, and wished him a healthy and happy retirement.

Mr. Reynolds noted his appreciation for the opportunity to serve Buffalo Grove and thanked everyone for their kind words. Mr. Reynolds expressed special thanks to everyone in the Public Works Department for their dedication and for making his tenure in Buffalo Grove an enjoyable one.

Mr. Bragg stated that he is pleased to announce that Michael Skibbe will be appointed as the new Director of Public Works at the December 7, 2020 Village Board Meeting.

FY 2020 BUDGET PRESENTATION

President Sussman opened the Public Hearing for the FY 2021 Village Budget at 7:39 P.M. Roll call indicated the following present: President Sussman, Trustees Stein, Ottenheimer, Weidenfeld, Johnson, Smith and Pike.

Notice of Public Hearing was published in the *Daily Herald* on October 16, 2020.

Mr. Bragg presented opening and introductory comments and a general overview of the FY 2021 Budget. Mr. Bragg noted that questions submitted by Board members, as well as the responses to those questions, have been provided to all Board members.

Mr. Black then presented a financial overview and highlights of the entire budget, details of which are contained in his memo to Mr. Bragg of November 12, 2020. The budget was presented to the Board over two weeks ago

and has been available to the public online as well. As Mr. Bragg stated, all questions presented to staff by Board members have been answered.

A PowerPoint presentation was available on the screen as each Department Head reviewed their specific budget, summarized their operations, and answered questions from Board members.

Ms. Maltas presented an overview the budget for the Legislative and Village Administration portions of the overall budget.

Mr. Black reviewed the Financial Management budget.

Mr. Malinowski reviewed the Personnel Administration portion of the budget.

Mr. Skibbe reviewed the Information Technology budget.

Mr. Black reviewed the Police and Fire Pension Funds, as well as Debt Service.

Mr. Skibbe summarized the budget for the Public Works Department, which includes the Streets, Forestry and Drainage Divisions.

Mr. Monico presented the Engineering Section of the budget.

Mr. Skibbe presented the Building Maintenance and Central Garage portions of the budget.

Mr. Black reviewed the budget for the Metra Parking Lot.

Chief Casstevens presented the 2021 Police Department budget.

Chief Baker reviewed the 2021 Fire Department budget, noting that this is broken down into Public Safety and Emergency Management.

Both Chiefs emphasized that the slight reduction in service personnel will not adversely impact either the quality or service level to public safety.

Mr. Stilling reviewed the Community Development portion of the budget, which includes Building & Permitting, Planning & Zoning & Development, and Environmental Health Services.

Mr. Skibbe reviewed the Water and Sewer Enterprise Funds.

Mr. Black reviewed the Refuse Fund.

Mr. Tollefson reviewed the Golf Funds for both the Arboretum and Buffalo Grove Golf Clubs.

Mr. Monico reviewed the Capital Projects - Facilities portion of the budget, Mr. Skibbe reviewed Capital Projects - Equipment & Vehicles, and Mr. Monico reviewed the Capital Projects - Streets.

Mr. Black reviewed the Motor Fuel Tax Fund.

Mr. Bragg recapped the presentation, noting that the budget is balanced, there is a 4.4% decrease in the operating budget, which represents a monumental task by staff to come up with creative solutions to meet the budget demands in the coming year, and the tax rate is flat to declining. Mr. Bragg thanked the Village Board and the executive team for the careful and deliberate stewardship of our public funds.

At 9:00 P.M., President Sussman noted that the Public Hearing will remain open until December 7, 2020.

President Sussman thanked everyone involved in putting this document together.

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.

EXECUTIVE SESSION

Moved by Stein, seconded by Ottenheimer, to adjourn the Special Meeting and move to Executive Session to discuss **Section 2(C)(2) of the Illinois Open Meetings Act: Collective Negotiating Matters Between the Public Body and Its Employees or Their Representatives, or Deliberations Concerning Salary Schedules for One or More Classes of Employees.** Upon roll call, Trustees voted as follows:

AYES: 6 – Stein, Ottenheimer, Weidenfeld, Johnson, Smith, Pike

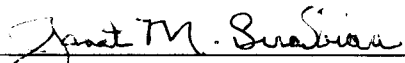
NAYS: 0 – None

Motion declared carried.

The Board moved to Executive Session from 9:03 P.M. until 9:25 P.M.

ADJOURNMENT

The meeting was adjourned at 9:03 P.M.


Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 7th DAY OF December 2020


Beverly Sussman
Village President



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