

//

**MINUTES OF THE COMMITTEE OF THE WHOLE MEETING OF THE VILLAGE BOARD OF THE  
VILLAGE OF BUFFALO GROVE HELD IN THE VILLAGE HALL, 50 RAUPP BOULEVARD,  
BUFFALO GROVE, ILLINOIS ON MONDAY, OCTOBER 1, 2018**

---

**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 Berman, Stein, Ottenheimer, Weidenfeld, Johnson and Smith.

Also present were: Dane Bragg, Village Manager; William Raysa, Village Attorney; Scott Anderson, Finance Director; Andrew Brown, Deputy Finance Director; Art Malinowski, Director of Human Resources; Katie Golbach, Human Resources Management Analyst; Brett Robinson, Director of Purchasing; Evan M Michel, Management Analyst; Chris Stilling, Director of Community Development; Nicole Woods, Village Planner; Mike Reynolds, Director of Public Works; Darren Monico, Village Engineer; Geoff Tollefson, Director of Golf Operations; Deputy Police Chief Eisenmenger; Fire Chief Baker; and Deputy Fire Chief Wagner.

The Committee of the Whole Meeting consisted of staff reports and Board discussion on the following issues.

**REGULATION OF SALE OF PETS**

Mr. Bragg introduced the discussion regarding the regulation of sale of pets, noting that the Illinois Pet Lovers Association had requested the opportunity to present their opposing view to the proposed ordinance presented to the Board at the August 6, 2018 Committee of the Whole meeting.

Curt Fiedler, Stephanie Boron, and Lane Boron (owner of Pocket Puppies Pet Store in Chicago), representing the Illinois Pet Lovers Association, stated their opposition to the proposed ordinance, noting that it would deny all Village residents the consumer protections in state law that ensure healthy pets, because these existing warrantee provisions and standards do not apply to pets from shelters, rescues or direct from a breeder.

Denice Bocek, resident, and Marc Ayers of the Humane Society of the United States, responded to the comments made by the previous speakers, as well as materials contained in Board packets, and urged the Board to consider passage of the proposed ordinance.

Peggy Grandahl and Suzanne Anders also spoke in favor of the proposed ordinance, noting that shelters frequently take in abandoned pet store dogs.

**FIRE DEPARTMENT RESPONSE**

Chief Baker reviewed response determinants, which are codes derived from the information obtained by trained NWCDS Telecommunicators, details of which are contained in his memo to Mr. Bragg of September 24, 2018.

**NEXT STEP WORKSHOP**

Mr. Michel reviewed the prioritization of the implementation strategies to address the key focus areas identified in the Next Steps Workshop, details of which are contained in the memo that he and Ms. Maltas provided to the Board dated September 25, 2018.

**WEBSITE REFRESH UPDATE**

Mr. Michel provided a video update regarding the ongoing initiative to refresh the Village website.

### **FY 2019 CAPITAL BUDGET**

Mr. Anderson reviewed the next step in developing the capital budget which is to determine the capacity in the budget to support capital requests excluding the use of fund balance or issuance of debt to support any of the projects. Using the current pay-as-you go approach to capital, \$6,520,195 (30.8%) of improvements, maintenance, or repairs will be programmed into the budget. Of that total, \$346,000 will be used to fund public safety equipment and improve the multiple area network from special funds (DUI enforcement and IT reserves, respectively). Both are appropriate uses of special funds for technology and equipment, further details of which are contained in the Village Board Meeting Agenda Item Overview that he prepared.

### **2017/2018 EMPLOYEE PERFORMANCE EVALUATION PROCESS**

Mr. Malinowski reviewed the Village of Buffalo Grove's formal Employee Compensation Policy, where all 211 full-time and year-round part-time employees were recently evaluated based on their 7/1/17 through 6/30/18 performance. The purpose of the report is to provide a summary of each department's performance and discuss related future action. Further details are contained in the September 25, 2018 memo to Mr. Bragg and Ms. Maltas from Mr. Malinowski and Ms. Golbach.

### **FUTURE COMPREHENSIVE PLAN PROJECT**

Mrs. Woods reviewed the process for updating the Village's current Comprehensive Plan (2009), details of which are contained in Mrs. Woods' memo to the Board of September 27, 2018. The project was going to kick-off in spring 2018 and expected to take approximately 18-24 months to complete. Subsequently, both staff and the Village Board opted to postpone the Comprehensive Plan project to allow staff to focus on the Prairie View Metra Station Area Plan. As the Prairie View Metra Station Area Plan is expected to be completed this winter, staff felt the time is appropriate to revisit the comprehensive plan initiative and retain the Board's concurrence on the project's objectives, process, and scope for FY 2019. Staff is seeking feedback from the board regarding the project's goals and objectives, process and scope, timeframe, and RFP process.

### **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.

Anna Shoichet, resident, commented on a situation that she has regarding an unpermitted structure report and her contacts with staff. Mr. Bragg responded that he sent Ms. Shoichet a five-page letter on August 17, 2018 responding to her questions and concerns and considers the matter closed.

### **EXECUTIVE MEETING**

Moved by Berman, seconded by Ottenheimer, to move to Executive Session Section 2(C)(11) of the Illinois Open Meetings Act: Litigation, When an Action Against, Affecting or on Behalf of the Particular Public Body Has Been Filed and is Pending Before a Court or Administrative Tribunal, or When the Public Body Finds that an Action is Probable or Imminent, in Which Case the Basis for the Finding Shall be Recorded and Entered into the Minutes of the Closed Meeting. Upon roll call, Trustees voted as follows:

AYES: 6 – Berman, Ottenheimer, Weidenfeld, Johnson, Smith

NAYS: 0 – None

Motion declared carried.

The Board moved to Executive Session from 9:26 P.M. until 10:09 P.M.

### **ADJOURNMENT**

Moved by Berman, seconded by Johnson, to adjourn the meeting. Upon voice vote, the motion was unanimously declared carried. The meeting was adjourned at 10:12 P.M.

---

Janet M. Sirabian, Village Clerk

APPROVED BY ME THIS 15<sup>th</sup> DAY OF October 2018

---

Village President