



# Village of Maple Park

302 Willow Street ♦ P.O. Box 220 ♦ Maple Park, Illinois 60151

Village Hall: 815-827-3309

Website: <http://www.villageofmaplepark.org>

**BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MEETING AGENDA  
TUESDAY, JANUARY 17, 2023  
MAPLE PARK CIVIC CENTER  
302 WILLOW STREET, MAPLE PARK  
7:00 P.M.**

- 1. CALL TO ORDER**
- 2. PLEDGE OF ALLEGIANCE**
- 3. ROLL CALL/QUORUM ESTABLISHED**
- 4. PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk. You may also send an e-mail to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting. Time Limit: 5 minutes per speaker.*
- 5. CONSIDERATION OF A REQUEST TO TEMPORARILY DESIGNATE ELIAN COURT AS HONORARY BILL OLSEN WAY**
- 6. MAPLE AVENUE PROJECT DESIGN WORK ORDER APPROVAL – LINTECH ENGINEERING**
- 7. AUDIT ENGAGEMENT LETTER – LAUTERBACH & AMEN, LLP**
- 8. REVIEW OF ORDINANCE / PLAT OF VACATION**
- 9. BOILER UPDATE**
- 10. PEARL STREET PROJECT UPDATE**
- 11. WATER TOWER PROJECT UPDATE**
- 12. WATER TREATMENT PLANT GENERATOR AND FENCING PROJECT UPDATE**
- 13. CROSSWALK PROJECT UPDATE**
- 14. ADJOURNMENT**

**Reminder: Planning & Zoning Training January 21<sup>st</sup> at 9AM**

RECEIVED

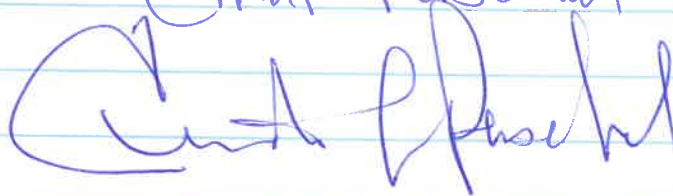
DEC 15 2022

VILLAGE OF MAPLE PARK

12-15-2022

To Whom it may concern,  
I Cindi Paschal would like to  
submit a request to have  
Elia Ct be changed to  
\*Honorary Bill Olsen Ct.\*  
in ~~favor~~ honor of long time  
citizen & first house on  
Elia Ct. and dear friend & neighbor  
to me & many others.

Thank you!

Cindi Paschal  






## VILLAGE OF MAPLE PARK

### HONORARY STREET NAME DESIGNATION APPLICATION

Name of Honoree: Bill Olsen (Bill Olsen Way)

Proper Street Name for Sign Placement: Eliau Court

Intersecting Street Names at each End of the One Block Area:

The corner of West DeKalb Drive and Eliau Court (East End)

Please check all that apply and include a brief explanation for each of the applicable criteria:

\_\_\_\_\_ Cultural Impact to the Village:

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☒ Historical Impact to the Village:

Bill Olsen previously served the Village of Maple Park as a Trustee.

\_\_\_\_\_ Humanitarian Efforts:

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\_\_\_\_\_ Military Achievement:

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Is the individual Living or Deceased? (Circle One)

My application consists of the following items necessary for a complete application. Please check:

- ☒ Completed Application Form,  
☒ \$300 fee (make check payable to the "Village of Maple Park")

Applicant Name: Cindi Paschal

E-Mail Address: \_\_\_\_\_

Applicant Address: \_\_\_\_\_

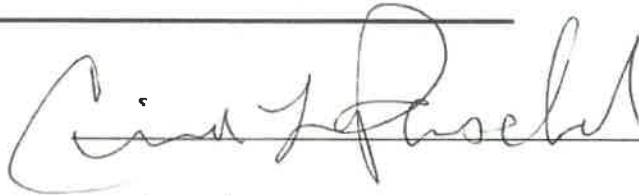
City: Maple Park

State: Illinois

Zip: 60151

Phone Number: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_



Date of Application: 1/9/23

**Office Use Only**

Date Application and Fee Received: \_\_\_\_\_

Date Recommendation Send to the Village Board: \_\_\_\_\_

Recommendation:      Yes      No

Village Board Approval:      Yes      No      Date Approved/Denied: \_\_\_\_\_

Resolution No.: \_\_\_\_\_

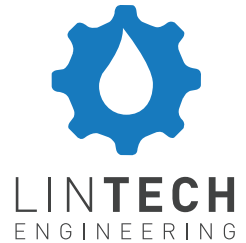
Consent Form Executed by Honoree and Submitted to the Village:

Yes      No      Date Received: \_\_\_\_\_

Date Sign Installed: \_\_\_\_\_

Date Sign to be Removed: \_\_\_\_\_

Date Sign Removed: \_\_\_\_\_



## WORK ORDER

Client: Village of Maple Park  
Date: January 3, 2023  
Project Name: 2023 Maple Ave Paving Improvements

Services	Description	Fee
Engineering	Prepare plans and specifications for a the proposed Maple Ave Paving Improvements (construction section). Submit documents for IDOT and Kane County approval, and assist with grant funding as needed.	Lump sum fee of \$50,000.

Accepted by:

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Village of Maple Park



January 4, 2023

The Honorable Village President  
Members of the Board of Trustees  
Village of Maple Park, Illinois

We are pleased to confirm our understanding of the services we are to provide the Village of Maple Park, Illinois for the years ended April 30, 2023, April 30, 2024, and April 30, 2025.

*Audit Scope and Objectives*

We will audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information, and the disclosures, which collectively comprise the basic financial statements of the Village as of and for the years ended April 30, 2023, April 30, 2024, and April 30, 2025. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement the Village's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to the Village's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited: management's discussion and analysis and the budgetary comparison schedules.

We have also been engaged to report on supplementary information other than RSI that accompanies the Village's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and will provide an opinion on it in relation to the financial statements as a whole, in a report combined with our auditor's report on the financial statements: combining and individual fund statements and budgetary comparison schedules, and other information listed as supplemental schedules.

In connection with our audit of the basic financial statements, we will read the following other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report: introductory information.

*Audit Scope and Objectives – Continued*

The objectives of our audit are to obtain reasonable assurance as to whether the financial statements as a whole are free from material misstatement, whether due to fraud or error; issue an auditor's report that includes our opinion about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP; and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements.

*Auditor's Responsibilities for the Audit of the Financial Statements*

We will conduct our audit in accordance with GAAS and will include tests of your accounting records and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the Village or to acts by management or employees acting on behalf of the Village.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements may not be detected by us, even though the audit is properly planned and performed in accordance with GAAS. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, fraudulent financial reporting, or misappropriation of assets that comes to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the Village's ability to continue as a going concern for a reasonable period of time.

*Auditor's Responsibilities for the Audit of the Financial Statements – Continued*

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, tests of the physical existence of inventories, if applicable, and direct confirmation of receivables and certain assets and liabilities by correspondence with selected customers, creditors, and financial institutions. We will also request written representations from your attorneys as part of the engagement.

Our audit of the financial statements does not relieve you of your responsibilities.

*Audit Procedures – Internal Control*

We will obtain an understanding of the Village and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. An audit is not designed to provide assurance on internal control or to identify deficiencies in internal control. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards.

We have identified the following significant risks of material misstatement as part of our audit planning: management override of controls, improper revenue recognition, and general or local economic challenges. Planning for this engagement has not concluded and is subject to change.

*Audit Procedures – Compliance*

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of the Village's compliance with the provisions of applicable laws, regulations, contracts, and agreements. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion.

*Other Services*

We will also assist in preparing the financial statements and required audit adjustments, if any, for the Village in conformity with accounting principles generally accepted in the United States of America based on information provided by you.

We will perform these services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.



*Other Services – Continued*

You agree to assume all management responsibilities for the financial statement preparation services and any other nonattest services we provide; oversee the services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of the services; and accept responsibility for them.

*Responsibilities of Management for the Financial Statements*

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for designing, implementing, and maintaining internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including monitoring ongoing activities; for the selection and application of accounting principles; and for the preparation and fair presentation of the financial statements in conformity with accounting principles generally accepted in the United States of America with the oversight of those charged with governance.

Management is responsible for making drafts of financial statements, all financial records and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) additional information that we may request for the purpose of the audit; and (3) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the Village involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws and regulations.

*Responsibilities of Management for the Financial Statements – Continued*

You are responsible for the preparation of the supplementary information in conformity with accounting principles generally accepted in the United States of America (GAAP). You agree to include our report on, the supplementary information in any document that contains, and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

*Engagement Administration, Fees, and Other*

Our fees for the April 30, 2023, April 30, 2024, and April 30, 2025 audits will be as follows:

	April 30, 2023	April 30, 2024	April 30, 2025
Audit	\$14,400	\$14,800	\$15,200
TIF Compliance	\$290	\$300	\$310
Total	\$14,690	\$15,100	\$15,510

The Village agrees that during the term of this agreement and for a period of twelve months thereafter, the Village shall not solicit, or arrange an employment contract with personnel of Lauterbach & Amen, LLP. Violation of this provision shall, in addition to other relief, require the Village to compensate Lauterbach & Amen, LLP with one hundred percent of the solicited person's annual compensation.

*Reporting*

We will issue a written report upon completion of our audit of the Village's financial statements. Our report will be addressed to the Board of Trustees of the Village. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions or add an emphasis-of-matter or other-matter paragraph to our auditor's report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or withdraw from this engagement.

Village of Maple Park, Illinois  
January 4, 2023  
Page 6

We appreciate the opportunity to be of service to the Village of Maple Park, Illinois and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign below and return it to us.

Cordially,

*Lauterbach & Amen, LLP*  
LAUTERBACH & AMEN, LLP

RESPONSE:

This letter correctly sets forth the understanding of the Village of Maple Park, Illinois.

By: \_\_\_\_\_

Title: \_\_\_\_\_

**VILLAGE OF MAPLE PARK**

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**ORDINANCE NO. 2023-\_\_**

**AN ORDINANCE CONCERNING A PLAT OF VACATION OF A PORTION OF PLEASANT STREET LYING SOUTHERLY OF WILLOW STREET AND SOUTH STREET IN THE VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS.**

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**ADOPTED BY  
THE BOARD OF TRUSTEES  
OF THE  
VILLAGE OF MAPLE PARK, ILLINOIS**

**ORDINANCE NO. 2023-\_\_**

**AN ORDINANCE CONCERNING A PLAT OF VACATION OF A PORTION OF PLEASANT STREET LYING SOUTHERLY OF WILLOW STREET AND SOUTH STREET IN THE VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS.**

WHEREAS, Hathorn's South Addition to the Village of Lodi (now Maple Park) was recorded on November 9, 1855, and is found at Plat Book 1, Pages 16 and 17; and

WHEREAS, on August 14, 1985, the Village of Maple Park received a Quit Claim Deed from the County Board of School Trustees of Kane County for the property located at 302 Willow Street, Maple Park, Illinois, PIN: 07-31-148-003, and recorded as Document No. 1735668; and

WHEREAS, the building on the parcel (constructed in 1921) was constructed over a portion of the originally plated Pleasant Street (that portion lying south of Willow Street only) and South Street; and

WHEREAS, the Kane County GIS/Mapping Department has requested that the Village of Maple Park vacate the aforementioned streets as there is apparently no evidence of the vacation of said streets prior to the construction of the building in the office of the Kane County Recorder; and

WHEREAS, the corporate authorities of the Village of Maple Park do hereby find in accordance with 65 ILCS 5/11-91-1 *et seq.* that the public interest is appropriately served by the vacation of the streets and the vesting of title to the Village of Maple Park.

NOW THEREFORE, BE IT ORDAINED by the Board of Trustees for the Village of Maple Park as follows:

1. That the streets, as shown on the Plat of Vacation hereto attached and incorporated as Exhibit "A" shall be, and are, hereby vacated by the Village of Maple Park, the legal description of such area being vacated being the following:

THAT PART OF PLEASANT STREET LYING SOUTH OF WILLOW STREET TOGETHER WITH THAT PART OF SOUTH STREET LYING EAST OF COUNTY LINE ROAD AND WEST OF MULBERRY STREET IN HATHORN'S SOUTH ADDITION TO THE VILLAGE OF LODI (NOW MAPLE PARK), IN THE VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS.

2. That the title to such vacated streets shall vest solely in the Village of Maple Park.
3. That no compensation shall be due the Village of Maple Park.
4. That this Ordinance shall be in full force and effect from and after its passage and approval as provided by law.

Passed by the Board of Trustees of the Village of Maple Park and approved by the Mayor of said Village this \_\_\_\_ day of \_\_\_\_\_, 2023.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Abstain: \_\_\_\_\_

**APPROVED** by the President of the Village of Maple Park, Illinois, this \_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Suzanne Fahnestock, Village President

ATTEST:

\_\_\_\_\_  
Elizabeth Peerboom, Village Clerk

DRAFT

STATE OF ILLINOIS )  
 ) SS  
COUNTIES OF DEKALB AND KANE )

## PUBLICATION IN PAMPHLET FORM

I, Elizabeth Peerboom, certify that I am the duly appointed and acting Village Clerk of Maple Park, DeKalb and Kane Counties, Illinois, and as such officer I am the keeper of the records, files and proceedings of the corporate authorities of said municipality.

I further certify that, as of the date hereof, Ordinance 2023-\_\_\_, adopted by the corporate authorities on the \_\_\_\_ day of \_\_\_\_\_, 2023, entitled **AN ORDINANCE CONCERNING A PLAT OF VACATION OF A PORTION OF PLEASANT STREET LYING SOUTHERLY OF WILLOW STREET AND SOUTH STREET IN THE VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS**, has been duly published in pamphlet form in accordance with Section 1-2-4 of the Illinois Municipal Code.

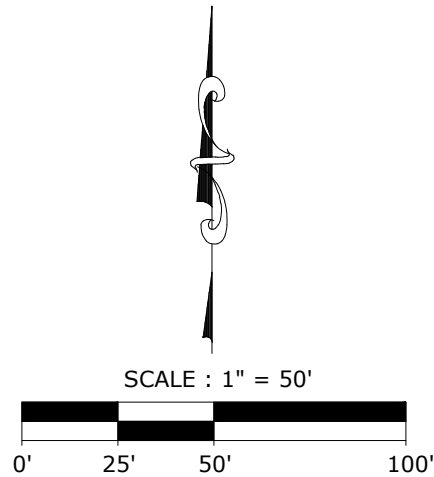
IN WITNESS WHEREOF, I have hereunto affixed my official hand and the seal of the municipality this

this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

Elizabeth Peerboom, Village Clerk  
Village of Maple Park  
Kane and DeKalb Counties, Illinois

PLAT OF VACATION  
IN THE  
VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS

EXHIBIT "A"



County Line Road



NOTES:

THE VILLAGE OF MAPLE PARK HEREBY RESERVES A DRAINAGE AND PUBLIC UTILITY EASEMENT OVER THAT PORTION DESCRIBED AS STREETS HEREBY VACATED.

OWNERSHIP OF THE VACATED PORTION OF SOUTH STREET AND PLEASANT STREET SHALL REVERT TO THE ADJACENT LOTS IN HATHORN'S SOUTH ADDITION TO THE VILLAGE OF LODI (NOW MAPLE PARK).

LEGEND

- INDICATES SET 3/4" IRON PIPE
- △ INDICATES SET MAG NAIL
- ✚ INDICATES SET CUT CROSS
- INDICATES BOUNDARY OF PROPERTY SURVEYED
- INDICATES LOT LINES
- ▨ INDICATES STREETS HEREBY VACATED

DESCRIPTION OF STREETS HEREBY VACATED:

THAT PART OF PLEASANT STREET LYING SOUTH OF WILLOW STREET TOGETHER WITH THAT PART OF SOUTH STREET LYING EAST OF COUNTY LINE ROAD AND WEST OF MULBERRY STREET IN HATHORN'S SOUTH ADDITION TO THE VILLAGE OF LODI (NOW MAPLE PARK), IN THE VILLAGE OF MAPLE PARK, KANE COUNTY, ILLINOIS.

VILLAGE BOARD CERTIFICATE

STATE OF ILLINOIS }  
COUNTY OF KANE } SS

APPROVED THIS \_\_\_\_ DAY OF \_\_\_\_\_ A.D., 2023.  
BY THE VILLAGE BOARD OF THE VILLAGE OF MAPLE PARK, PURSUANT TO ORDINANCE NO. \_\_\_\_\_

BY \_\_\_\_\_  
SUZANNE FAHNESTOCK  
VILLAGE PRESIDENT

ATTEST: \_\_\_\_\_  
LIZ PEERBOOM  
VILLAGE CLERK

RECORDER'S CERTIFICATE

STATE OF ILLINOIS }  
COUNTY OF KANE } SS

THIS INSTRUMENT NO. \_\_\_\_\_ WAS FILED FOR RECORD IN THE RECORDER'S OFFICE OF KANE COUNTY, ILLINOIS.  
THIS \_\_\_\_ DAY OF \_\_\_\_\_, 2023 AT \_\_\_\_ O'CLOCK \_\_\_\_ M.

\_\_\_\_\_  
KANE COUNTY RECORDER

SURVEYOR'S CERTIFICATE

STATE OF ILLINOIS }  
COUNTY OF KANE } SS

THIS IS TO CERTIFY THAT I HAVE PREPARED THE ATTACHED PLAT FOR THE PURPOSE OF DEPICTING THAT PORTION OF PLEASANT STREET AND SOUTH STREET VACATED BY ORDINANCE NO. \_\_\_\_\_ ON THIS 5TH DAY OF JANUARY, 2023.



*Shawn R. VanKampen*  
SHAWN R. VanKAMPEN  
ILLINOIS PROFESSIONAL LAND SURVEYOR NO. 2710  
LICENSE EXPIRATION DATE: NOVEMBER 30, 2024

ASM Job No. 520037

ADVANCED SURVEYING & MAPPING

PREPARED BY:

ASM Consultants, Inc.  
16 E Wilson St, Batavia IL 60510  
Tel (630) 879-0200 advanced@advct.com  
Professional Design Firm#184-006014 Expires 4/30/2023  
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PREPARED FOR:

Village of Maple Park

302 Willow Street  
Maple Park, IL 60151