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

Village Hall: 815-827-3309
Fax: 815-827-4040
Website: http://www.villageofmaplepark.org

FINANCE AND PUBLIC RELATIONS & DEVELOPMENT MEETING
AGENDA
TUESDAY, JULY 23, 2019
7 P.M.
VILLAGE OF MAPLE PARK CIVIC CENTER
302 WILLOW STREET

1. **CALL TO ORDER**

2. **ROLL CALL**

3. **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.

4. **APPROVAL OF MEETING MINUTES**
   - June 25, 2019

5. **COMMITTEE PROJECTS**
   a. Competitive Review
      i. Impact Fees Moratorium – Competitive Review
      ii. Water Sewer Connection fees – Currently at 50 %
   b. GIS – update and training – goals
   c. Solar Ordinance
   d. Small Cell Wireless

6. **STRATEGIC PLAN ITEMS**
   a. Short Term
      i. Zoning Review
      ii. 5-Year Capital Plan
      iii. TIF Plan
   b. Long Term
      i. Downtown Development Plan
      ii. Financing Major Infrastructure projects
         1. Water Tower
         2. Water Treatment Plant
         3. Village Hall

7. **OTHER ITEMS**

8. **ADJOURNMENT**

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FINANCE AND PUBLIC RELATIONS & DEVELOPMENT MEETING
MINUTES
TUESDAY, JUNE 25, 2019
7 P.M.
VILLAGE OF MAPLE PARK CIVIC CENTER
302 WILLOW STREET

1. **CALL TO ORDER**

Chairman Chris Higgins called the meeting to order at 7:04 p.m.

2. **ROLL CALL**

Village Clerk Liz Peerboom called the roll call and the following committee members were present: Trustee Chris Higgins, Trustee Suzanne Fahnestock, Trustee Jen Ward. Absent: Trustee Chris Rebone.

Others present: Village Clerk Liz Peerboom.

3. **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.

None.

4. **APPROVAL OF MEETING MINUTES**

- May 28, 2019

Trustee Fahnestock made a motion to approve the minutes from the May 28, 2019 meeting as amended, seconded by Trustee Ward. Motion carried by voice vote.

5. **COMMITTEE PROJECTS**

a. Competitive Review

i. Impact Fees Moratorium – Competitive Review

ii. Water Sewer Connection fees – Currently at 50 %

The committee discussed impact fees and water/sewer connection fees for different municipalities. There will be more discussion on these fees. Trustee Higgins said that

he thinks that Maple Park is going to come out in the middle of all these municipalities, adding that the Village Attorney has said in the past that the village cannot start charging fees arbitrarily. Connection fees will be tabled until the competitive review is done.

b. GIS – update and training – goals

Trustee Higgins said that he does not have training figures to share. He advised that training is looking to be quite expensive. Trustee Higgins then said that he reached out to several Engineering Firms to see if they could do training. The firms that he reached out to said that they don't have certified trainers on staff, so they would not be able to help.

Trustee Fahnestock had questions about the purchase of this software, and said that she was disappointed that the Board did not purchase a full package that included training. She suggested using an online webinar type training. Trustee Higgins advised that even if it is online training it is the same price.

Trustee Higgins then advised that the Bruce Harris company, which is Trustee Harris' family business, may be the lowest price. After some discussion, the committee agreed that the Village Clerk would reach out to NIU's Center for Governmental Studies to find out if they have information on a company that could train us.

Trustee Higgins then informed the committee that Lintech Engineer has said that he will not update the GIS for the village. His suggestion is to hire an engineering firm just to do GIS. Trustee Fahnestock suggested using the county through an intergovernmental agreement.

Trustee Higgins suggested purchasing the equipment to locate things within inches.

c. Solar Ordinance

Trustee Higgins went over the reason for the solar ordinance. He added that he is waiting for the Village Attorney to send the draft ordinance back to him. He will then have the committee review the draft ordinance again before it goes to the full Board for approval. He said that this does not need to go back to the Planning Commission.

d. Small Cell Wireless

Trustee Higgins said that the small cell wireless is being worked on by the Planning Commission. The next meeting is Thursday, June 27, 2019. The committee discussed the possibility of having the Board hold the public hearing for this ordinance.

e. Engineering RFP

Trustee Higgins tabled the Engineering RFP.

6. STRATEGIC PLAN ITEMS

a. Short Term
   i. Zoning Review
   ii. 5-Year Capital Plan
   iii. TIF Plan

The committee discussed the short-term capital plan. The committee discussed zoning classifications, and special uses. Trustee Ward said that changing zoning classifications are not a priority. Trustee Fahnestock said that looking at the zoning classifications is a good idea, but not necessarily changing anything.

Trustee Fahnestock suggested spending a meeting on this item sometime at the end of the summer, but to work on the other priorities first and to work on the long-term projects next year.

Trustee Higgins advised that the committee needs to come up with a 5-year capital plan. Trustee Higgins discussed getting the engineering work done and possibly the drainage issues taken care of for Pearl Street in the FY21 budget, then in the FY22 do the actual road work. Trustee Fahnestock said to work on a budget year for each meeting, then after a few meetings there will be a 5-year plan and at each meeting the plan can be revised. Trustee Higgins also said that he would like to get the engineering done to close Pleasant Street to vehicle traffic to allow for parking spaces.

Trustee Fahnestock suggested having this item discussed at the Board level and possibly let the residents know.

Trustee Higgins said that the TIF policy is lower on the list for him.

b. Long Term

   i. Downtown Development Plan

   ii. Financing Major Infrastructure projects

      1. Water Tower

      2. Water Treatment Plant

      3. Village Hall

Trustee Higgins said that the committee will focus on the short-term plan first and then work on the items in the long-term plan, such as the water tower, the waste water treatment plant and village hall.

7. OTHER ITEMS

None.

8. ADJOURNMENT

Trustee Fahnestock made a motion to adjourn the meeting, seconded by Trustee Ward. Motion carried by voice vote.

Meeting adjourned at 9:19 p.m.

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Liz Peerboom, Village Clerk

Committee Members:
Trustee Chris Higgins (Chair)
Trustee Suzanne Fahnestock
Trustee Chris Rebone
Trustee Jen Ward

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