FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MEETING MINUTES  
Tuesday, February 27, 2018
7:00 p.m.
Maple Park Civic Center
302 Willow Street, Maple Park, IL

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Luke Goucher called the meeting to order at 7:05 p.m.

Village Clerk Liz Peerboom called the roll call and the following committee members were present: Trustee Luke Goucher, Trustee Bart Shaver, Trustee Kristine Dalton, and Trustee Chris Higgins.

Others present: Village President Kathy Curtis, Trustee JP Dries, Public Works Director Mike Miller, Police Chief, Dean Stiegemeier, Village Accountant Liz Peerboom, and Village Clerk Liz Peerboom.

2. PUBLIC COMMENTS – Any resident wishing to address the Board may do so according to the Rules of Public Comment and should register with the Village Clerk prior to the meeting.

None.

3. APPROVAL OF MEETING MINUTES

- January 23, 2018

Trustee Higgins made a motion to approve the meeting minutes from January 23, 2018, seconded by Trustee Shaver. Motion carried by voice vote.

4. DISCUSSION OF FY19 BUDGET

Village Accountant Cheryl Aldridge advised that this is a preliminary budget and it will not be voted on tonight, it will be voted on at the April Board of Trustees meeting.

Ms. Aldridge went over the following items:

- Preliminary Budget
  - Used 2 Squire’s permits to complete FY18 – These permits have been reviewed but have not been picked up as of 02/13/18
  - Budgeted 4 additional Squire’s permits for FY19
Project List

Public Works
- Truck – 2002 to 2006, $40,000
- Park – after adding water, sink and stove to McAdams Shed
- New Garage Doors for the shop with openers – 3 Doors
- Civic Center Improvements – Gutters, Heat Systems – Approximately $10,000 per area, Gym Door Lock – $2,926, GIS System
- Handheld GPS (Trimble Unit) – approximately $2,500

Streets
- Center and Pearl Street Repaving (Possibly MFT / Road & Bridge in FY2020)
- Washington/Pearl Storm Sewer Project ($50,000 varies based on scope of improvements) - CDBG inquiry was started and income survey completed for eligibility. Infrastructure Committee decided not to pursue at the time.
- WWTP Blower Replacement ($85,000) - Replacement of one or both blowers with dissolved oxygen control for energy efficiency - Dept of Energy Grant eligible, previously discussed at Infrastructure Committee.
- Dredge Pond for approximately $100,000 for the small pond
- Paving Projects per Capital Improvement Plan
- Seal Coating – Ashton / DeKalb - $35,000 to $40,000

Village Administrator

Police Department
- Would like to begin paying holiday pay at time and a half for the following holidays – it would increase our current amount by $927.84 (2 shifts of 8 hours would add 48 hours at $19.33). Consensus was to give the police department 4 holidays, instead of 6 and let the Chief decide which holidays are paid.
- Bike events need to be reviewed as part of the time and a half policy
- Breathalyzer – FY2018 Cost 100% covered
- Records Management System - Upfront Cost - $4,250, Annual Fee - $900
- In Car Video Systems - 80% covered- $9,640 – 20% cost to Village ($1,928) plus installation of $800 – Total Village cost $2,728

Computers
- 2 replacements – Estimate of $3,959.98, Board Room (1 monitor), Sergeant Computer (2 monitors). Consensus was to replace only the Board room computer this year.

Camera System
To get working again – $1,516.00, Upgrading for additional 3 cameras - $4,950.00
Other options much lower – possibly around $1,000 but would need installation assistance from CMJ.
TIF Wish List
• Park enhancement
• Lift station Beautification
• Signage – Façade grant
• Train horns
• Storm Water
• Business District Plan
• Kennebec
• Downtown Parking
• Continuity from Countyline and Main – sidewalks / lighting
• Water Tower

Economic Development Grant (Total budgeted amount - $2,000)
• Branding
• Village Signage – welcome to Maple Park sign, Attractions sign
• Historic Downtown / Brown Signs
• Marketing Plan – Flyer / Ad
• Economic Development Plan - $6-8K – Comprehensive Use Plan 2015
• Strategic Plan - $10,000 – Public Meetings with Board & Staff, $500 – Paid by Village; Public Meetings with residents and business, $500 – Paid by Village; Implementation - $10,000, Implementation - $1,000 – Paid by Village

Board Decisions
• Board Pay – for future years
• Pay rates – Employees
• Projects

The Board discussed different options and Trustee Goucher advised that they will continue the budget discussion at the next Finance Committee meeting.

5. DISCUSSION OF OTHER ITEMS

None.

6. ADJOURNMENT

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

Meeting adjourned at 9:28 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members
Trustee Goucher, Chair
Trustee Dalton
Trustee Higgins
Trustee Shaver