



# 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.com>

Approved by the Finance  
Committee on 11/27/18.

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## FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MINUTES

**Tuesday, October 23, 2018**

**7:00 p.m.**

**Maple Park Civic Center  
302 Willow Street, Maple Park, IL**

### 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Chris Higgins called the meeting to order at 7:05 p.m.

Village Clerk called the roll call and the following Committee members were present: Trustee Chris Higgins, Trustee Kristine Dalton and Trustee Bart Shaver. Absent: Suzanne Fahnestock.

Others present: Dennis Maher, Vice President of Buxton, Police Chief Dean Stiegemeier, 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

- August 28, 2018
- September 25, 2018

Trustee Shaver made a motion to approve the minutes from the September 25, 2018 meeting, seconded by Trustee Dalton. Motion carried by voice vote.

### 4. PRESENTATION ON RETAIL RECRUITMENT (Buxton)

Trustee Higgins advised that he met Buxton representative Dennis Maher at the IL Municipal League Conference and offered to come out and show the Committee what Buxton does. This company finds out what retailer is looking for a community like Maple Park.

Clerk Peerboom asked how much a service like this would cost the Village of Maple Park. Mr. Buxton said that he would put together a cost sheet for the village. Trustee Higgins advised that it is not cheap. Clerk Peerboom said that the village doesn't have any money for a service like this.

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Trustee Dalton asked if Buxton would bring the retailer to the community or how does that work. Mr. Maher said that Buxton would give the community the tools to reach out to retailers. Trustee Higgins asked if he had any idea how smaller communities would finance a service such as this. Mr. Maher said that some communities use different industries to help finance, or even TIF funds to finance.

Mr. Maher then discussed a little bit about the partnership that would be between Buxton and the village. He added that he will send out a brochure and other information about the service.

### **5. DISCUSSION OF PERMIT FEES – WAIVER OF FEES TO EXPIRE IN DEC. 2018**

Trustee Higgins advised that the moratorium on permit fees expires on December 31, 2018. Trustee Dalton said that she feels that it the fee waiver should be allowed to expire, or maybe reinstate some of them not all of them.

The committee discussed what fees are waived and what the committee would like to see happen.

Trustee Shaver made a motion to approve charging 50% of the fees that would have been charged beginning January 1, 2019, seconded by Trustee Dalton. Motion carried by voice vote. This ordinance will be on the November Board agenda for full Board approval.

### **6. DISCUSSION OF ENGINEERING RFP**

Trustee Higgins discussed the difference between what Lintech Engineering is charging and what the two firms would charge and he said that if the Board approved a new Engineering firm, the cost would not be that much more.

The committee discussed both firms and the pros and cons of both firms. Consensus was to decide which firm to go with.

Trustee Dalton made a motion to recommend Fehr-Graham as the new Engineering Firm, seconded by Trustee Shaver. Motion carried by voice vote.

This item will go to the November Board agenda for full Board approval.

### **7. TIF FORECASTING**

Trustee Higgins discussed TIF forecasting. He said that there is a small increment in TIF now, but not enough to do anything with. He discussed what the increment could possibly be in the next 2-5 years, estimating approximately \$750,000 in TIF by 2023. He then discussed different projects that TIF could be used for. He also discussed items that came out of the Strategic Plan Public meeting.

Trustee Higgins suggested doing a Façade program, and possibly another type of a program. Clerk Peerboom advised that there will need to be a policy and procedures in place for these

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projects. Trustee Higgins suggested having a minimum of \$100,000 in the TIF fund because there are costs involved with maintaining the TIF fund. Trustee Higgins then went over examples of TIF policies. Consensus was to have a 50/50 façade program with a minimum project cost of \$2,000, and a maximum of \$5,000 granted to the applicant. Applications would go to the Planning Commission, with Board giving final approval, and there would be a maximum of 3 projects approved per year.

### **8. DISCUSSION OF DEVELOPMENT**

- Lighting standard
- Small Cellular Standard

Trustee Higgins asked the committee for feedback on this item. Trustee Higgins said that he would like to see wooden light poles to be removed and that would need to be in the zoning code.

Trustee Higgins also discussed the possibility of taking over County Line Road, and at the same time have DeKalb County agree to do some of the projects on County Line Road that the village would like to have done.

### **9. DISCUSSION OF 2019 BUDGET ITEMS**

- Wish List
  - Village Hall Building Maintenance

Clerk Peerboom distributed information about panic buttons. The committee discussed the reason for getting panic buttons and the cost.

Trustee Dalton made a motion to approve the purchase of the panic buttons and the service that goes along with it, seconded by Trustee Shaver. Motion carried by voice vote.

This item will be on the November Board agenda for full Board approval.

- Washington Park
  - Make Kane and Maiden One Way between Washington and Pearl
  - Install Signs and any required street markings
  - Get recommendation/cost to allow for angled parking on Maiden and Kane.

The committee discussed the above recommendation and Police Chief Stiegemeier advised that the area doesn't allow for angled parking unless the grass in the park was used as the angled parking.

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Trustee Higgins advised that he has asked the village engineering to give him information in order to facilitate the changes. The committee discussed the possibility of having a public meeting to get public input on the changes. Consensus was that if the costs were too high for the angled parking, the streets would be changed to one way and the parking would be parallel parking.

### 10. ADJOURNMENT

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

Meeting adjourned at 9:21 p.m.

  
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Liz Peerboom, CMC  
Village Clerk

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