



# 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>

Approved: 12/1/2020

**BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MINUTES  
TUESDAY, OCTOBER 20, 2020  
7:00 p.m.  
MAPLE PARK CIVIC CENTER  
302 WILLOW STREET, MAPLE PARK**

**1. CALL TO ORDER**

Village President Kathleen Curtis called the meeting to order at 7:00p.m.

**2. PLEDGE OF ALLEGIANCE**

President Curtis led everyone in the Pledge of Allegiance.

**3. ROLL CALL/QUORUM ESTABLISHED**

President Curtis asked for a roll call. Those answering present were President Kathleen Curtis, Trustee JP Dries, Trustee Suzanne Fahnestock, Trustee Brandon Harris, Trustee Chris Higgins, Trustee Christian Rebone, Trustee Jen Ward.

Also present were Village Administrator Dawn Wucki-Rossbach, Deputy Clerk Cheryl Aldridge.

Special guests included Ravi Jayaraman and Scott Marquardt from HR Green were in attendance as well.

**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 email 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.*

President Curtis announced during public comments that she will not be running for re-election next year. She has requested that a press release be done to notify the press of this as well.

**5. INFRASTRUCTURE ITEMS**

**A. Capital Improvement Plan/Maintenance Plan (CIP/MP)**

Village Administrator Dawn Wucki-Rossbach updated the committee of the Capital Improvement Plan/Maintenance Plan. While the committee agrees with the \$20,000 threshold to separate the Capital Improvement Plan from the Maintenance Plan, there were some concerns regarding the timeline as presented. Both the Capital Improvement Plan and the Maintenance Plan will be updated and brought back to the Committee of the Whole in November with revenue projections to support the needed work that will be planned. If the committee approves the updated plan in November, it will then be forwarded to the Village Board for approval in December.

B. Recommendation of Awarding HR Green the RRA/ERP

Village Administrator Dawn Wucki-Rossbach recommended that Maple Park award the RRA / ERP Contract to HR Green. Ravi Jayaraman, Project Manager for HR Green and Scott Marquardt, Client Services Manager for HR Green were in attendance to field any questions that the committee had regarding the project. Village President directed staff to move the awarding of the contract for the RRA / ERP to HR Green to the November Board Meeting. Committee consensus was in agreement to move this item for approval to the November Board Meeting for final approval.

**6. PERSONNEL ITEMS**

A. Village Administrator Evaluation Process

Personnel Liaison Fahnestock let the committee know that the evaluation process will be on the November Committee of the Whole agenda.

**7. FINANCE ITEMS**

A. Tax Increment Finance (TIF) District General Improvement Assistance Grant Program Discussion

Village Administrator Dawn Wucki-Rossbach walked through the assistance grant program and the committee had a discussion regarding the availability of grant funds. The committee consensus was in favor of updating the TIF Assistance Grant process and sending it to the November Board agenda for final approval.

B. TIF Bond Issue Discussion

a. New Water Tower

Administrator Wucki-Rossbach stated that the TIF Revised Policy will be on the November agenda for final approval with the modifications and priorities suggested previously by the board. She also presented the TIF Municipal Advisor's report review that looked at the revenue stream of the TIF funds with regards to either a new water tower inside and outside the TIF district, and rehabbing the current water tower. Committee consensus was to have Engineer Lin also scout for 2-3 possible additional sites for a new water tower within the TIF district.

**8. VILLAGE ADMINISTRATOR REPORT**

Governor has moved our area (Region 8) into Tier 1 effective 12:01 on October 23<sup>rd</sup>. Notification has been posted on the website as well.

**9. VILLAGE PRESIDENT REPORT**

A. Discussion of Appointment of Infrastructure Committee Liaison

President Curtis indicated she will appoint Christian Rebone as Infrastructure Committee Liaison at the November Village board meeting.

B. Discussion of Appointment of President Pro Tem

President Curtis indicated that she will appoint Christian Rebone as President Pro Tem upon the departure of Trustee Dries, and he will remain President Pro Tem for the remainder of her term (April, 2021).

**10. OTHER BUSINESS**

Village water supply was addressed, with regards to the cloudiness that has appeared in some residents' homes that has been determined to be excess air bubbles. The Village website will be updated to inform residents of this situation.

President Curtis has also indicated she will be appointing Christine Dalton as a replacement Trustee Dries upon his departure.

**11. GOALS LIST**

Administrator Wucki-Rossbach asked the committee members if there are any additional items they would like to have added to the list. None heard.

**12. ADJOURNMENT**

Having no further business before the committee, motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Higgins to adjourn. Motion carried by voice vote. Meeting adjourned by 8:05p.m.

Respectfully submitted,

Cheryl Aldridge  
Deputy Clerk