



Village of Maple Park

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Approved by the Village of Maple
Park Board of Trustees on 01/04/22.

**BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE MINUTES
TUESDAY, DECEMBER 21, 2021, 7:00 p.m.
MAPLE PARK CIVIC CENTER
302 WILLOW STREET, MAPLE PARK**

1. CALL TO ORDER

President Fahnestock called the Committee of the Whole Meeting of the Board of Trustees to order at 7:00 p.m.

2. PLEDGE OF ALLEGIANCE

President Fahnestock led everyone in the Pledge of Allegiance.

3. ROLL CALL/QUORUM ESTABLISHED

President Fahnestock asked for a roll call to establish a quorum.

Members answering present were President Fahnestock, Trustee Groezinger, Trustee Peloso, Trustee Rebone, Trustee Simon, Trustee Speare, and Trustee Ward.

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

Members of the public present are found on the meeting sign in sheet.

President Fahnestock confirmed a quorum was 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 email to villageclerk@villageofmaplepark.com in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

None

5. INFRASTRUCTURE ITEMS

There was no infrastructure update.

6. PERSONNEL ITEMS

There was no personnel update.

7. FINANCE ITEMS

A. Water Tower Financing

1. Municipal Advisor
2. Bond Counsel
3. Request for Proposal (RFP) Results

Village Administrator Dawn Wucki-Rossbach updated the Board on the Water Tower financing process and that the Village and The Economic Development Group, Ltd., had released a Request for Proposal (RFP) on the \$2.5 million dollar bond issue. The RFP was released so the Village could obtain a better picture of the cost involved with issuing bonds. Ms. Gwen Crawford, from The Economic Development Group, Ltd., joined the Committee of the Whole meeting via Zoom. Ms. Crawford then updated the Board on the roles of the Municipal Advisor, Bond Counsel, and the results of the RFP.

The Board is being asked to review and consider approving a Letter of Engagement with The Economic Development Group, Ltd. (EDG) to serve as the Village's Municipal Advisor on the bond issue via Resolution 2021-26. By approving the Letter of Engagement, the Board is formally authorizing EDG to assist the Village in preparing the RFP, which has already been completed; to review and analyze the results of the RFP and to assist the Village with the bond issue. The cost for this service is \$9,500.00 and will be rolled into the cost of the bond issue.

The Board is also being asked to review and consider approving a Letter of Engagement with ICE Miller, LLC. ICE Miller is a legal firm that EDG is recommending that the Village retain as Bond Counsel for the bond issue. By approving the Letter of Engagement, the Board will engage ICE Miller to advise whether or not the bond issue, whether a public offering or a private offering, has been legally issued. They will prepare all the proper documentation and ensure that the Village meets all laws. The cost for this service will be \$20,000.00 and will be rolled into the cost of the bond issue.

Ms. Crawford discussed the pros and cons of issuing the \$2.5 million through a public bond issue or a private offering. It appears that the private offering by Robert W. Baird & Co., Incorporated would be the most favorable to the Village in terms of interest, annual debt service payments, and TIF Funds available for other projects after the debt service payment has been made.

B. Water Tower Location - The Maples Development Agreement – Counterproposal Discussion

The Maples has sent back a counterproposal of The Maple Development Agreement. The Village Attorney reviewed the counterproposal and recommended some potential language

changes and raised a few questions the Village needs to answer prior to sending a response back to the Developer. The changes from our attorney are in the agenda packet.

The Board discussed assuming total control of the project, the Developer could be kept informed of the progress of the project. The Board also discussed tying any extension of the Developer's deadline for obtaining occupancy permits to the completion date identified in the water tower construction contract.

The Village Engineer had suggested that the Developer be required to provide preliminary engineering drawings of the new water main placement on their property. Once that has been completed, the Village could then determine if the Developer proposed 75/25 split was warranted. Staff will work to schedule a meeting with the Developers, their Engineer, the Village President, Village Administrator and Village Engineer in order to discuss the actual location of the tower so that the Developer's Engineer can begin to draw plans.

The Board is in agreement with the Village Administrator's recommendations to move forward with this Development Agreement.

8. VILLAGE ADMINISTRATOR REPORT

Village Administrator Dawn Wucki-Rossbach had no report for the Board.

9. VILLAGE PRESIDENT REPORT

Village President Suzanne Fahnestock had no report for the Board.

10. OTHER BUSINESS

A. Revisions to The Maples Development Agreement

The revisions were discussed above.

B. Special Events Ordinance and Additional Text Amendment Discussion

Village Administrator Dawn Wucki-Rossbach discussed the Facilities Rental form. The completion of the application forms, the waivers and insurance requirements are all best management practices. The Board discussed the process and the requirements. Village facilities, especially the Civic Center, are community buildings. The Board understands the need for the application, etc.; however, does not wish the process to become a deterrent for people utilizing the facility. The Board gave the Village President discretion to waive fees for facility rentals, insurance requirements, etc. in special circumstances; including, but not limited to, short turnaround time from the need to use a facility and the application being submitted or the need to use a facility for fifteen minutes to an hour's worth of time. Village Administrator Wucki-Rossbach will update the application language and bring it back to the Board for approval.

The discussion then moved to the Special Events Ordinance. This adds Chapter 12 to Title 1 of the Municipal Code. The ordinance is applicable to such events such as block parties, festivals (including Fun Fest), parades, car shows, concerts, fireworks, dances and sidewalk sales, etc. The Event Organization must submit a Special Event Applications (SEA) a minimum of eight (8) weeks in advance of the event. This timeframe allows Staff to work with the Event Organizer in order to answer questions regarding the event and to properly prepare for the event. The cost for each SEA is \$25.00. Staff will keep track of how much time is spent on event planning and then the fee will be revisited at a later date.

The Board then discussed that the Village should have approval of the type of fencing used at events with liquor and that the Village should determine the length of time a temporary structure should remain at an event location. The Village would inform the Event Organizer of these items during the permit application process.

The Board also asked what happens if a bar applies for a State temporary liquor license for an event and the State grants the request, meanwhile, the Village has reviewed the SEA and Village denies the request. Staff will consult with the Village Attorney regarding this circumstance.

The Board was advised that under certain circumstances a SEA could be denied. The Board was also advised that a permit could be revoked if an emergency or emergency situation arose.

The Board then reviewed additional code changes that would be needed in the Liquor Control and Public Ways and Properties if the Special Events Ordinance were approved by the Village Board. Also included in this discussion was Chapter 7 Noise Control. The Board thought it would be a good idea to grant permanent outdoor sidewalk seating on Main and Pleasant Streets. The Board would like to grant permission from April 1 through December 15 and assumes that the sidewalk will remain Americans with Disabilities Act compliant while in use.

It was suggested that once a SEA is approved, the information regarding the event should be posted on the Village's website. Staff stated that the information can be posted.

Based on the Board's responses, Village Administrator Wucki-Rossbach will update the language in regards to Special Events and will have the Village Attorney review all ordinance language and the permit application. The ordinances and the application will be brought back to the Board for approval.

C. Noise Control

Village Administrator Dawn Wucki-Rossbach discussed the noise control ordinance in relation to the special events ordinance and in response to resident and Board concerns regarding noise levels generated by bands playing at The Pub.

The Board discussed the fact that the train is extremely loud and so is the traffic generated by Route 38. The Board also talked about compressing the amount of band noise generated on Sundays. The Board supported the idea of allowing band noise between the hours of 12:00 Noon and 4:00 p.m. on Sundays. They also supported decreasing daytime hours from 7:00 a.m. to 10:30 p.m. on Fridays and Saturdays. In March 2020, the Board increased daytime hours on Friday and Saturday to 11:00 p.m., this was a compromise because The Pub had originally requested 11:30 p.m. The Board does not believe these hours are working.

The Board also discussed the possibly having two (2) quiet days a month, possibly the first Friday of each month and third Saturday of each month. This would give residents a chance to have their own outdoor parties and hear each other while outside.

The Village President suggested meeting with business owners at a Round Table Meeting to discuss noise control changes. This could be done prior to the January 18, 2022 Committee of the Whole Meeting and wanted Board members to confirm they would attend the Round Table Discussion. The Board members stated that would attend the Round Table meeting.

11. ADJOURNMENT

Having no further business before the Board, motion by Trustee Groezinger with 2nd by Trustee Speare to adjourn. Motion carried by voice vote.

Meeting adjourned at 9:02 p.m.

Respectfully submitted,

Cheryl Aldridge
Deputy Clerk