



# Village of Maple Park

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

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Approved by the Board of  
Trustees on 3-1-22.

**BOARD OF TRUSTEES  
COMMITTEE OF THE WHOLE MINUTES  
TUESDAY, FEBRUARY 15, 2022  
IMMEDIATELY FOLLOWING THE SPECIAL  
VILLAGE BOARD MEETING AT 7:00 P.M.  
MAPLE PARK CIVIC CENTER  
302 WILLOW STREET, MAPLE PARK**

**1. CALL TO ORDER**

President Fahnestock called the meeting to order at 7:03 p.m.

**2. PLEDGE OF ALLEGIANCE**

**3. ROLL CALL/QUORUM ESTABLISHED**

Acting Village Clerk Liz Peerboom called the roll call and the following Board Members were present: Village President Suzanne Fahnestock, Trustee Tonia Groezinger, Trustee JT Peloso, Trustee Chris Rebone, Trustee Cliff Speare, and Trustee Jen Ward. Absent: Trustee Chris Simon.

Also present: Village Administrator Dawn Wucki-Rossbach, Police Chief Dave Krull, Public Works Director Lou Larson, Village Accountant Cheryl Aldridge and Acting Village Clerk Liz Peerboom.

- 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 e-mail 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.*

**5. OTHER BUSINESS**

**A. The Maples Concept Plan**

Village Administrator Dawn Wucki-Rossbach discussed the proposed concept plan, and Dr. Glasgow was hoping to obtain more direction from the Board regarding the priorities the Village Board had compiled.

The Board discussed the nine items on the list. The Board then discussed the layout of the development. President Fahnestock said that she likes the way that Campton Hills retail is laid out. Trustee Groezinger had a few issues with the layout in Campton Hills. Dr. Glasgow said that he is very familiar with the Campton Hills development. He said that the Campton Hills development is a destination not a strip mall for the residents that line up around the development. He said that the Maple Park development is dependent upon the people that drive

up and down Route 38, and he is a little hamstrung with the entrances. He said there will be a right-in-right-out on Route 38 and a right-in-right out on County Line Road, then a full entrance by the water tower. Trustee Ward said that Maple Park is a destination. Dr. Glasgow suggested that it will be difficult to field the commercial properties on County Line Road. Trustee Ward and Dr. Glasgow agreed that the property in Elburn has not been a success. Dr. Glasgow said that the residential component drives this development. He said that he would like businesses to match the community. He added that he can't give Maple Park a town square because the development is not big enough. Dr. Glasgow said that he is wanting to find a store for this property.

Trustee Ward asked about renting a space in the development for a Village Hall. President Fahnestock said the Board has never explored that concept. President Fahnestock added that she would like the commercial and residential to compliment what Maple Park has now.

Dr. Glasgow discussed the rental apartments that he would building. Trustee Rebone said that he struggles on the residential side because Maple Park is a very niche community and he wants to know how this would be married to the other side of town. Dr. Glasgow said he is hoping that there would the same kind of people that live in his residential units that currently live in Maple Park. He added that 30% of the people that fill this up may be from Maple Park currently. Trustee Groezinger said that he was concerned about people storing their toys and there would be no place in the rental units for this. Trustee Rebone said that he doesn't see a lot of negative in this development. Trustee Ward said that she doesn't think there is much market for rental units in Maple Park, especially two buildings. Dr. Glasgow said that one building would be built first and then see how that works before building the second building. He added that he also was led to believe that there is an appetite for 55 and older housing, and he would like to bring more services to the community. Trustee Speare said that the 55 and older housing is very encouraging to him, he also said that a grocery store will be huge for residents. Trustee Speare said that the only thing that might not be a great fit would be a gas station.

Consensus was that the Board is open to another gas station.

President Fahnestock said that she is in favor of the housing, both rental and 55 and older housing. She also said that she is concerned with marrying this development with the rest of the town. Trustee Rebone said that he is okay with two story, but he doesn't like the four story.

Dr. Glasgow said that whether he builds 60 units or 100 units, the costs of the entrances and the infrastructure will be the same. President Fahnestock asked about property management. Dr. Glasgow said that he has the property management in-house, adding that everything will be online and maintenance will be taken care of. President Fahnestock asked if there would be a rec center that would be available to the public. Dr. Glasgow said that there will be a rec center, but it probably won't be open to the public. Trustee Groezinger said she was concerned about getting people across Route 38 to go to a rec center in the development.

Trustee Rebone asked what the request is right now regarding the rental property. Dr. Glasgow said that putting a four-story building by the water tower would not be a problem. He said that if he could do a four-story first and then a two-story later. Trustee Ward talked about store fronts on the first floor and rentals on the second floor, with parking in the back but not on

Route 38. Trustee Groezinger was concerned about the number of people that have left the state and how will Maple Park get people to come here. Dr. Glasgow said that he thinks that this is an area in which people are interested in being. Trustee Groezinger said she was concerned about having empty units. Dr. Glasgow said that that is why they are interested in putting in services, such as a grocery store, a nail salon, a daycare, etc.

Trustee Ward asked if the two-story was a deal breaker. Dr. Glasgow said that a four-story will bring in more money for Maple Park.

President Fahnestock said that there are other things that the Board needs to get to. She would like to get this plan approved and move on. Trustee Rebone said that this train is moving and the Board needs to get on board. Trustees Ward and Rebone said that they like the two-story option, but the four-story would be okay.

President Fahnestock asked Dr. Glasgow for an updated design. Consensus was that the Board is okay with this type of architecture. Village Administrator Dawn Wucki-Rossbach said that Dr. Glasgow will submit an updated concept and then go through the Planning and Zoning Commission. She will confirm the process with the TIF and the Village Attorneys.

## 6. INFRASTRUCTURE ITEMS

None.

## 7. PERSONNEL ITEMS

None.

## 8. FINANCE ITEMS

### A. FY 2023 Budget

Village Accountant Cheryl Aldridge went over the FY23 Budget. Her overview was as follows:

#### FY2022 Year End

- Fund Balances (Higher than budgeted)
  - General Fund \$345,000 – Revenue is \$236,000 over budget. We had been very conservative with our revenue estimates. Sales Tax is doubled over our estimate. Permit Revenue – FY22 – We currently have 7 permits sold, 1 in The Settlement, 4 in Squire’s Crossing, and 2 in Heritage Hills. We believe we will have no additional permits by April 30<sup>th</sup>.
  - Utility Tax Fund \$5,000
  - TIF District Fund \$357,000 – Revenue is up by \$65,000, and most of the items under the expenses were not done in FY22.
  - Road & Bridge \$45,000 – Engineering work will be done in the future, but had originally been budgeted in FY22.
  - Water & Sewer Funds \$85,000 – some projects were pushed into FY23

### **FY2023 Budget**

#### **General Fund**

- Tax Levy based on the levy approved in December 2021 (1.4% cap – the maximum allowed)
- IML Revenue Forecast (Population used 1,433)
  - Income Tax - \$132.30 per capita – FY22 ending with \$134.90
  - Use Tax - \$37.50 per capita – FY22 ending with \$39.70
  - Cannabis Tax - \$1.95 per capita – FY22 ending with \$1.60
- Permit Revenue – We are estimated no permits for FY23 – if any do come through then it will just increase revenue at that time.

#### **The Village Board agreed with the following:**

- 01-10-5010.02 & 01-10-5010.03 - Increase to Fun Fest Wages for Police and Public Works – from \$3,000 / \$1,000 to \$4,000 / \$3,000 – last year actual expenses were \$3,800 / \$2,700.
- 01-20-5600 - Detention Pond / County Line & DeKalb & Behind Townhomes - \$42,000
- 01-30-5015 - Police Department – Patrol Officers – Increased rate to \$24 per hour. The FY23 budget includes 89 base hours for the week.
- 01-30-5018 – Police Department – Sergeant Wages – Increased rate to \$26 per hour.
- 01-30-5600 – Police Department – Steel Doors for the armory, evidence room, and interrogation room for \$9,000
- 01-40-5600 – Civic Center – Lintels Repair for \$25,000
- 01-40-8200 – Civic Center – AED in hallway between Village Office and Boardroom
- 01-50-8215 / 52-10-8215 / 52-20-8215 – Public Works Vehicle (\$75,000 total, split 3 ways – Streets, Water, and Sewer)

#### **Utility Tax**

- We have been paying two (2) loans out of the Utility Tax Fund for FY2022. They will both be paid off in FY2023. This will be an increase of \$60,000 - \$70,000.

#### **TIF Fund**

- TIF Revenue is typically not finalized until after the budget has been completed, so we are using prior year TIF Revenue.
- The Bond Revenue / Expenses as well as half of the Water Tower Construction and Construction Oversight are included
- Area 1 and Area 2 Televising for Storm Sewers are included for FY23
- General Improvements Assistance Grants for \$15,000 included
- County Line Road / Willow Street Crosswalk for \$23,200 included

#### **Road & Bridge**

- Stormwater Improvements for Washington / Pearl Charles for \$15,000 and the Paving Improvements for Pearl / Center for \$25,000 moved from FY22 to FY23.
- Downtown Parking Study included for \$30,000.

**Motor Fuel Tax**

- Revenue
  - IML December Forecast
    - MFT - \$23.50 per capita – FY22 ending with \$23.00
    - Transportation Renewal - \$17.70 per capita – FY22 ending with \$16.90
    - Rebuild Illinois Funds – 1 final payment of \$14,389.03

**Developer Escrow Fund**

- A pass-through account for developer escrows

**Water & Sewer Operating Fund**

- 52-10-5600 – Water - Including additional clay valve replace / rebuilds, Valve at County Line and Willow, Hydrant Replacements.
- 52-20-5600 – Sewer - 2 Additional Lift Station Pumps, a Blower, Motor, and Weed Control.

**Water Improvement Fund**

- New handheld reader device for \$9,000

**Sewer Improvement Fund**

- Area 1 and Area 2 Televising for Sanitary Sewer moved from FY22 to FY23

**School Land Cash Fund**

- A pass-through account for School Land Cash

**Items to Review:**

- Health Care Stipend – Review annually
  - Began in February 2010 at \$6,000
  - 05/01/19 increased to \$6,600
  - 05/01/21 increased to \$7,000

**The Village Board agreed to the following:**

- Pay Rates
- Full time
  - Village Clerk
  - Village Accountant / Treasurer
- Water Service Connection Fee – Leave at 50% of original Fee
- Sewer Treatment Charge – Leave at 50% of original Fee
- Ten (10) new officer lockers. Currently the officers do not have a locker to store their uniforms or equipment in. These lockers can be placed in the PD area where the current unused lockers are, just past the interior door leading from the Civic Center. The cost will be for the lockers and installation, \$16,000.
- Stratification System at Memorial Park
- Estimated \$10,000 Board Room furniture – Tables and chairs
- Estimated \$5,500 Administrator furniture
- Police Chief furniture

- Access Point / Additional Cabling – Improved Wi-Fi access in the building

Trustee Groezinger asked about the crosswalk and if there will be a signal. Dawn said that once she gets the engineering and does the bid then they can decide if there is enough dollars for the triggered signal or if we revert to a solar signage. Trustee Speare asked if uniforms have been added to the budget, and Ms. Aldridge advised that it was put into the budget.

Ms. Aldridge then asked the Trustees to give her feedback before the March meeting. She also asked about the health stipend. Consensus was to raise the stipend by \$600 to \$7,600.

Ms. Wucki-Rossbach went over employee previous pay rates. The Board then discussed minimum wage. Trustee Ward suggested doing a 3% raise across the board. Trustee Peloso suggested 4.5%. Trustee Rebone was concerned with giving too big of raises and then having to give merit raises in addition to the base pay rate increase. He added that the Village needs to hone in on the two full-time positions and be competitive with those positions. Trustee Groezinger asked which positions, and Ms. Wucki-Rossbach advised that it was the clerk position and the accountant position that staff are looking to make full-time. Ms. Wucki-Rossbach distributed a document with sample wage amounts for those two positions. She added that staff would then be setting the range of percentages for bonuses based on evaluation scores.

Consensus was to go with a 4% base pay raise across the board. Consensus was also to not go into closed session tonight to discuss the two full-time positions. President Fahnestock advised that staff will propose wage rates for the positions at the next meeting.

Chief Dave Krull discussed the possibility of purchasing lockers for the officers. Consensus was to purchase the lockers. Consensus was also to purchase a pond stratification system for the ponds in Memorial Park. Consensus was also to purchase new furniture for the Police Chief and the Village Administrator, foregoing the purchase of new furniture for the Board Room for another year. President Fahnestock asked Ms. Wucki-Rossbach to get quotes for new furniture for the Board Room, just for comparison.

Ms. Aldridge then discussed access points for Wi-Fi in the Civic Center, at a cost of approximately \$1,800 - \$2,000. Consensus was to add more access points.

- B. Water Tower Financing
  - 1. Petition Period Update

Village Administrator Dawn Wucki-Rossbach advised that the petition period is almost half over for the bond and there have been no objections.

## **9. VILLAGE ADMINISTRATOR REPORT**

None.

## **10. VILLAGE PRESIDENT REPORT**

None.

## 11. OTHER BUSINESS

None.

## 12. EXECUTIVE SESSION

Trustee Groezinger made a motion to go into closed session, seconded by Trustee Rebone. Motion carried by roll call vote. Aye: Trustee Groezinger, Trustee Peloso, Trustee Rebone, Trustee Speare, and Trustee Ward. Nay: None. Absent: Trustee Chris Simon.

Closed the meeting at: 8:57 p.m.

### **Employment/Appointment Matters 5 ILCS 120/(c)(1)**

*The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body, including hearing testimony on a complaint lodged against an employee of the public body or legal for the public body to determine its validity.*

Returned to open session at: 9:00 p.m.

Acting Village Clerk Liz Peerboom called the roll call and the following Board members were present: President Suzanne Fahnestock, Trustee Tonia Groezinger, Trustee JT Peloso, Trustee Chris Rebone, Trustee Cliff Speare, and Trustee Jen Ward. Absent: Trustee Chris Simon.

Others present: Acting Village Clerk Liz Peerboom.

### **ITEMS FROM CLOSED SESSION:**

Trustee Rebone made a motion to approve a 3% raise for Village Administrator Dawn Wucki-Rossbach, seconded by Trustee Ward. Motion carried by roll call vote. Aye: Trustee Groezinger, Trustee Peloso, Trustee Rebone, Trustee Speare, and Trustee Ward. Nay: None. Absent: Trustee Simon.

Village Administrator Dawn Wucki-Rossbach returned to the meeting at 9:01 p.m. President Fahnestock advised that the Board voted to give the Village Administrator a 3% raise based on her evaluation.

Ms. Wucki-Rossbach advised that if the Board has any questions to not hesitate to contact her. She added that she will reach out to the Board more often, and she is available for questions.

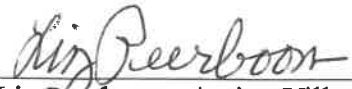
Ms. Wucki-Rossbach advised that the staff scores are from 1-5, so she suggested an additional 3% for the staff that were in the “exceed expectations” rating, and an additional 4% for staff with an “outstanding” rating. The Board agreed with the proposal.

**13. ADJOURNMENT**

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

Meeting adjourned at 9:05 p.m.

Respectfully Submitted,

  
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Liz Peerboom, Acting Village Clerk