



Village of Maple Park

Annual Budget

FY 2018

May 1, 2017 –
April 30, 2018

**Estimated Fund Balance
for FY 2016 / 2017**

	Beginning Balance as of 04/30/16	FY 2017 Estimated Revenues	FY 2017 Estimated Expenditures	Estimated Ending Balance as of 04/30/17	Est Balance FY 2017 Budget	Better/(Worse)
General Fund	\$ 182,822	\$ 668,047	\$ 665,985	\$ 184,884	\$ 155,323	\$ 29,561
Other Funds:						
Utility Tax Fund	532,384	119,980	145,106	507,258	505,442	1,816
TIF District Fund	-	37,890	37,890	-	3,527	(3,527)
Road & Bridge Fund	38,210	43,298	45,091	36,416	25,296	11,120
Motor Fuel Tax Fund	39,771	33,694	-	73,465	79,521	(6,056)
Developer Escrow Fund	-	23,464	23,464	-	-	-
School Land Cash Fund	-	-	-	-	-	-
Totals	610,365	258,325	251,551	617,139	613,786	3,353
Water & Sewer Funds						
Water & Sewer Operating Fund	241,187	406,435	329,426	318,196	266,371	51,825
Water Improvement Fund	107,572	40,783	20,295	128,060	120,796	7,264
Sewer Improvement Fund	237,666	29,687	2,929	264,424	250,949	13,475
Totals	586,425	476,905	352,650	710,680	638,116	72,564
Village Totals	\$ 1,379,612	\$ 1,403,277	\$ 1,270,185	\$ 1,512,704	\$ 1,407,225	\$ 105,479

**Estimated Fund Balance
for FY 2017 / 2018**

	Estimated Balance as of 04/30/17	FY 2018 Budgeted Revenues	FY 2018 Budgeted Expenditures	Estimated Ending Balance as of 04/30/18	At 25% Required Fund Balance
General Fund	\$ 184,884	\$ 687,114	\$ 723,013	\$ 148,985	\$ 148,938 \$ (47)
Other Funds:					
Utility Tax Fund	507,258	82,244	84,754	504,747	*\$2,500 is for Vehicle Purchase Reserve
TIF District Fund	-	38,500	11,744	26,756	
Road & Bridge Fund	36,416	42,847	60,500	18,763	
Motor Fuel Tax Fund	73,465	33,883	-	107,348	
Developer Escrow Fund	-	10,000	10,000	-	
School Land Cash Fund	-	-	-	-	
Totals	617,139	207,473	166,998	657,614	
Water & Sewer Funds					
Water & Sewer Operating Fund	318,196	408,120	358,093	368,223	
Water Improvement Fund*	128,060	41,721	12,911	156,870	*60K is for Resin when needed
Sewer Improvement Fund*	264,424	30,635	-	295,059	
Totals	710,680	480,476	371,004	820,152	
Village Totals	\$ 1,512,704	\$ 1,375,062	\$ 1,261,015	\$ 1,626,751	

*Improvement funds to be set aside for capital improvement projects as needed.

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
01 - GENERAL FUND					
REVENUES					
01-00-4110	REAL ESTATE TAX - DEKALB CO.	105,862	110,365	107,585	111,247
01-00-4120	REAL ESTATE TAX - KANE CO.	99,278	100,617	98,927	103,266
01-00-4220	STATE OF IL - INCOME TAX	132,785	133,620	127,332	132,310
01-00-4240	STATE OF IL-MUNICIPAL SALES TAX	60,481	80,000	64,904	70,000
01-00-4250	STATE OF IL-REPLACEMENT TAX	2,965	2,500	3,051	3,000
01-00-4270	STATE OF IL-USE TAX	30,240	30,785	31,702	33,143
01-00-4280	STATE OF IL-VIDEO GAMING TAX	13,376	12,000	16,136	15,600
01-00-4310	GAME LICENSE	125	125	150	150
01-00-4320	ANIMAL LICENSE	1,855	1,400	1,785	1,700
01-00-4330	CIGARETTE LICENSE	20	20	20	20
01-00-4340	FRANCHISE FEE LICENSE	2,607	2,500	3,015	2,750
01-00-4341	RAFFLE LICENSE FEE	55	20	25	20
01-00-4350	LIQUOR LICENSE	8,000	8,000	9,000	9,000
01-00-4407	TEMPORARY OCCUPANCY PERMIT	-	-	400	-
01-00-4410	BUILDING PERMITS	6,679	10,000	6,400	10,000
01-00-4410.02	BUILDING PERMITS - SQUIRE'S CROSSIN	-	-	4,175	4,334
01-00-4410.03	BUILDING PERMITS - HERITAGE HILLS	1,990	-	10,331	6,502
01-00-4420	SOLICITOR PERMITS	-	20	10	20
01-00-4500	GARBAGE COLLECTION REVENUE	119,543	123,385	123,114	127,262
01-00-4505	GARBAGE PENALTIES	1,870	1,500	2,008	1,750
01-00-4535.02	SQUIRE'S CROSSING - ENGINEERING	-	-	680	680
01-00-4535.03	HERITAGE HILLS - ENGINEERING	540	-	1,700	1,020
01-00-4550	PARK RENT	1,460	1,500	1,200	1,500
01-00-4550.03	RENT - KANE COUNTY POLLING	40	40	40	40
01-00-4550.04	RENT - GYM USE	5,650	4,500	4,618	4,500
01-00-4550.07	RENT - M.P. LIBRARY	4,800	4,800	4,800	4,800
01-00-4550.11	RENT - KITCHEN	600	400	938	750
01-00-4550.15	RENT - ST. VINCENT DEPAUL	300	-	-	-
01-00-4550.17	RENT - EXERCISE ROOM	-	-	180	-
01-00-4575	WATER & SEWER ADMIN CHARGE	32,500	32,500	32,500	32,500
01-00-4610	DEKALB COUNTY FINES	559	500	480	500
01-00-4620	KANE COUNTY FINES	845	1,000	350	1,000
01-00-4625	ORDINANCE VIOLATION FINES	2,250	2,000	540	2,000
01-00-4800	INTEREST INCOME	299	100	2,700	1,500
01-00-4900	OTHER INCOME	1,531	100	1,734	250
01-00-4910	REIMBURSEMENT INCOME	7,832	4,000	5,519	4,000
** TOTAL GENERAL FUND REVENUE		646,937	668,297	668,047	687,114
10 - ADMINISTRATION & FINANCE EXPENDITURES					
01-10-5010	WAGES - FINANCE	42,584	51,629	47,053	56,873
01-10-5010.01	WAGES - REIMBURSED (POLICE)	273	-	165	-
01-10-5010.02	WAGES - FUN FEST (POLICE)	2,110	3,000	2,980	3,000
01-10-5010.03	WAGES - FUN FEST (PUBLIC WORKS)	914	1,000	936	1,000
01-10-5011	SALARIES - VILLAGE BOARD	18,600	19,600	19,200	19,600
01-10-5012	STATE UNEMPLOYMENT TAX	3,281	4,000	939	1,000
01-10-5020	SOCIAL SECURITY EXPENSE	4,653	5,449	5,068	5,850
01-10-5020.01	SOCIAL SECURITY EXPENSE - REIMBURSED	11	-	-	-
01-10-5100	GENERAL SUPPLIES	60	-	-	-
01-10-5120	POSTAGE	1,800	2,500	2,112	2,500
01-10-5150	ANIMAL TAG EXPENSE	70	100	73	100
01-10-5160	COPIER & POSTAGE MACHINE LEASE	3,397	3,441	3,500	3,441
01-10-5200	OFFICE SUPPLIES	6,851	6,000	6,500	6,000
01-10-5320	ENGINEERING SERVICES	7,383	5,000	3,621	5,000
01-10-5330	LEGAL SERVICES	17,552	20,000	21,912	20,000
01-10-5350	AUDIT EXPENSE	12,510	12,160	12,160	12,510
01-10-5390	OTHER PROFESSIONAL SERVICES	9,170	12,500	20,303	12,500
01-10-5400	GARBAGE COLLECTION EXPENSE	119,513	123,385	123,114	127,262
01-10-5500	INSURANCE EXPENSE	42,502	44,000	44,066	46,000
01-10-5550	SOFTWARE EXPENSE	263	250	-	-
01-10-5570	DUES AND MEMBERSHIPS	5,496	5,000	4,662	5,000
01-10-5700	TELEPHONE	3,382	3,500	5,141	5,000
01-10-5900	OTHER EXPENSES	9,696	5,000	4,587	5,000
01-10-5900.01	FUN FEST EXPENSES	-	-	600	750
01-10-5910	EMERGENCY NOTIFICATION SYSTEM	1,380	900	880	900
01-10-5920	CONFERENCES	1,588	2,000	2,233	1,500
01-10-5599	TRANSFER TO OTHER FUNDS	-	5,000	5,000	5,000
01-10-8210	COMPUTERS	-	-	2,368	-
** TOTAL ADMINISTRATION & FINANCE		315,037	335,414	339,172	345,786

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
20 - PARKS & GROUNDS EXPENDITURES					
01-20-5010	WAGES	27,914	28,569	28,569	29,283
01-20-5020	SOCIAL SECURITY EXPENSE	2,451	2,488	2,488	2,543
01-20-5030	PENSION EXPENSE	1,272	1,301	1,301	1,330
01-20-5040	EMPLOYEE MEDICAL INSURANCE	3,975	3,960	3,960	3,960
01-20-5250	GASOLINE & FUEL	982	2,000	772	1,000
01-20-5600	MAINTENANCE & REPAIR	6,681	10,000	2,275	7,000
01-20-5730	UTILITIES	708	1,500	854	1,000
01-20-5900	OTHER EXPENSE	475	750	379	250
** TOTAL PARKS & GROUNDS		44,459	50,569	40,598	46,366
30 - POLICE DEPARTMENT EXPENDITURES					
01-30-5010	WAGES – CHIEF	55,392	54,674	58,599	53,300
01-30-5015	WAGES – PATROL OFFICERS	63,902	63,747	56,449	65,341
01-30-5016	WAGES – TRAINING	1,719	5,361	3,825	5,495
01-30-5017	WAGES – INVESTIGATION	-	1,509	-	-
01-30-5018	WAGES – SERGEANT	27,476	29,719	25,898	30,462
01-30-5020	SOCIAL SECURITY EXPENSE	11,864	12,317	11,552	12,286
01-30-5030	PENSION EXPENSE	2,372	2,427	2,549	2,372
01-30-5040	EMPLOYEE MEDICAL INSURANCE	6,023	6,000	6,231	6,000
01-30-5100	GENERAL SUPPLIES	3,730	4,000	3,567	4,000
01-30-5250	GASOLINE & FUEL	5,512	9,500	5,432	7,500
01-30-5300	UNIFORM EXPENSE	2,047	4,000	3,193	4,000
01-30-5330	LEGAL SERVICES	-	1,000	44	1,000
01-30-5560	TRAINING	1,630	2,000	892	2,000
01-30-5570	DUES & MEMBERSHIPS	446	1,000	1,660	1,000
01-30-5600	MAINTENANCE & REPAIR	10,409	10,000	4,559	6,000
01-30-5700	TELEPHONE	3,237	5,000	3,807	5,000
01-30-5750	COMMUNICATIONS	10,851	12,000	11,438	12,014
01-30-5900	OTHER EXPENSE	4,677	2,000	2,166	2,000
01-30-8400	VEHICLES	5,303	-	-	-
** TOTAL POLICE DEPARTMENT		216,590	226,254	201,860	219,769
40 - CIVIC CENTER EXPENDITURES					
01-40-5100	GENERAL SUPPLIES	647	1,500	923	1,500
01-40-5600	MAINTENANCE & REPAIR	37,704	15,000	8,436	10,000
01-40-5730	UTILITIES	5,928	12,000	5,566	10,000
01-40-5900	OTHER EXPENSE	820	700	280	500
** TOTAL CIVIC CENTER		45,098	29,200	15,205	22,000
50 - STREET DEPARTMENT EXPENDITURES					
01-50-5010	WAGES	28,176	30,569	28,260	29,283
01-50-5020	SOCIAL SECURITY EXPENSE	2,471	2,641	2,465	2,543
01-50-5030	PENSION EXPENSE	1,272	1,301	1,400	1,330
01-50-5040	EMPLOYEE MEDICAL INSURANCE	3,975	3,960	3,960	3,960
01-50-5100	GENERAL SUPPLIES	-	1,000	-	-
01-50-5175	ROAD SALT	3,451	8,000	5,124	8,000
01-50-5250	GASOLINE & FUEL	1,370	4,000	1,529	2,500
01-50-5320	ENGINEERING	-	2,500	-	-
01-50-5390	OTHER PROFESSIONAL SERVICES	-	500	219	225
01-50-5600	MAINTENANCE & REPAIR	4,176	10,000	5,227	7,500
01-50-5620	STREET MAINTENANCE	8,133	12,000	5,807	12,000
01-50-5621	TREE MAINTENANCE	8,159	7,500	4,550	7,500
01-50-5622	STREET SIGN INSTALLATION	-	2,000	-	2,000
01-50-5730	UTILITIES	12,661	12,000	10,267	12,000
01-50-5900	OTHER EXPENSE	502	500	342	250
01-50-8215	VEHICLE PURCHASE	42,718	-	-	-
** TOTAL STREET DEPARTMENT		117,065	98,472	69,150	89,091
TOTAL GENERAL FUND REVENUES		646,937	668,297	668,047	687,114
TOTAL GENERAL FUND EXPENDITURES		738,248	739,909	665,985	723,013
GENERAL FUND NET INCOME/LOSS		(91,311)	(71,612)	2,062	(35,899)

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
12 - UTILITY TAX FUND					
REVENUES					
12-00-4140.10	TELECOMMUNICATIONS TAX	29,656	30,000	26,751	30,000
12-00-4140.30	COM ED - UTILITY TAX	30,600	30,000	33,544	30,000
12-00-4140.40	NICOR GAS - UTILITY TAX	12,964	12,000	13,914	12,000
12-00-4746	POLICE GRANTS	645	-	9,085	-
12-00-4800	INTEREST INCOME	465	500	630	500
12-00-4992	TRANSFER FROM GENERAL FUND	-	5,000	5,000	5,000
12-00-4996	TRANSFER FROM TIF FUND	2,802	-	31,055	4,744
** TOTAL REVENUE		77,132	77,500	119,980	82,244
EXPENDITURES					
12-00-5992	TRANSFER TO WATER & SEWER FUND	59,000	59,000	59,000	59,000
12-00-5993	TRANSFER TO WATER IMPROVEMENT	11,667	11,778	11,778	11,911
12-00-8102	CIVIC CENTER IMPROVEMENTS	-	30,000	30,000	-
12-00-8401	POLICE VEHICLE	-	-	31,500	7,500
12-00-8411	COMPUTERS & ACCESSORIES	-	-	3,673	4,843
12-00-8418	GIS	-	-	-	1,500
12-00-8413	POLICE GRANT PURCHASES	838	-	9,155	-
** TOTAL EXPENDITURES		71,505	100,778	145,106	84,754
UTILITY TAX FUND NET INCOME/LOSS		5,627	(23,278)	(25,126)	(2,510)
13 - TIF DISTRICT FUND					
REVENUES					
13-00-4110	TIF TAX - DEKALB CO.	4,855	4,500	6,493	6,500
13-00-4120	TIF TAX - KANE CO.	4,089	4,000	31,397	32,000
13-00-4994	TRANSFER FROM UTILITY TAX FUND	-	-	-	-
** TOTAL REVENUE		8,945	8,500	37,890	38,500
EXPENDITURES					
13-00-5999	TRANSFER TO UTILITY TAX FUND	2,802	-	31,055	4,744
13-00-8417	ESTABLISHMENT OF TIF DISTRICT	6,143	7,000	6,835	7,000
** TOTAL EXPENDITURES		8,945	7,000	37,890	11,744
ROAD & BRIDGE FUND NET INCOME/LOSS		-	1,500	-	26,756
15 - ROAD & BRIDGE FUND					
REVENUES					
15-00-4100	VEHICLE LICENSE FEES	20,975	20,000	20,455	20,000
15-00-4110	REAL ESTATE TAX-DEKALB COUNTY	2,929	2,929	3,023	3,023
15-00-4120	REAL ESTATE TAX-KANE COUNTY	19,158	19,158	19,374	19,374
15-00-4260	VIRGIL TWSP. REPLACE. TAX	302	250	246	250
15-00-4800	INTEREST INCOME	61	200	200	200
** TOTAL REVENUE		43,425	42,537	43,298	42,847
EXPENDITURES					
15-00-5100	GENERAL SUPPLIES	319	500	319	500
15-00-5320	ENGINEERING SERVICES	20,560	-	2,295	-
15-00-5620	STREET MAINTENANCE	35,145	55,000	42,477	60,000
** TOTAL EXPENDITURES		56,024	55,500	45,091	60,500
ROAD & BRIDGE FUND NET INCOME/LOSS		(12,599)	(12,963)	(1,794)	(17,653)

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
19 - MOTOR FUEL TAX FUND					
REVENUES					
19-00-4290	STATE OF IL-MOTOR FUEL TAX	33,508	33,929	33,536	33,733
19-00-4800	INTEREST INCOME	52	50	158	150
	** TOTAL REVENUE	33,561	33,979	33,694	33,883
EXPENDITURES					
19-00-5200	STREET IMPROVEMENTS	166,703	-	-	-
19-00-5320	ENGINEERING SERVICES	3,015	-	-	-
	** TOTAL EXPENDITURES	169,718	-	-	-
	MOTOR FUEL TAX FUND NET INCOME/LOSS	(136,157)	33,979	33,694	33,883
28 - DEVELOPER ESCROW FUND					
REVENUES					
28-00-4935	RECAPTURE RECEIPTS	6,732	-	13,464	-
28-00-4936	DEVELOPER RECEIPTS	16,219	10,000	10,000	10,000
	** TOTAL REVENUE	22,951	10,000	23,464	10,000
EXPENDITURES					
28-00-5310	RECAPTURE PAYMENTS	6,732	-	13,464	-
28-00-5320	DEVELOPER LEGAL EXPENDITURES	481	5,000	5,000	5,000
28-00-5330	DEVELOPER ENGINEERING & ADMIN	15,738	5,000	5,000	5,000
	** TOTAL EXPENDITURES	22,951	10,000	23,464	10,000
	DEVELOPER ESCROW FUND NET INCOME/LO	-	-	-	-
52 - WATER & SEWER FUND					
REVENUES					
52-00-4170	WATER REVENUE	174,606	175,000	182,829	185,000
52-00-4171	ALLOCATION OF WATER REVENUE	(12,283)	(13,000)	(12,606)	(13,000)
52-00-4180	SEWER REVENUE	169,943	170,000	177,690	180,000
52-00-4181	ALLOCATION OF SEWER REVENUE	(12,140)	(13,000)	(12,463)	(13,000)
52-00-4190	PENALTIES	6,192	5,500	6,334	6,000
52-00-4200	TURN ON/OFF REVENUE	350	500	650	500
52-00-4200.02	SQUIRE'S CROSSING - TURN ON/OFF REVENL	-	-	200	200
52-00-4200.03	HERITAGE HILLS - TURN ON/OFF REVENUE	100	-	500	300
52-00-4300.02	METER FEES - SQUIRE'S CROSSING	-	-	688	688
52-00-4300.03	METER FEES - HERITAGE HILLS	356	-	1,782	1,032
52-00-4460.02	SEWER INSPECT - SQUIRE'S CROSSING	-	-	400	400
52-00-4460.03	SEWER INSPECT - HERITAGE HILLS	200	-	1,000	600
52-00-4800	INTEREST INCOME	241	200	200	200
52-00-4900	OTHER REVENUE	231	200	231	200
52-00-4994	TRANSFER FROM UTILITY TAX	59,000	59,000	59,000	59,000
	** TOTAL REVENUE	386,796	384,400	406,435	408,120

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
10 - WATER DIVISION EXPENDITURES					
52-10-5010	WAGES	37,623	35,457	22,869	23,080
52-10-5020	SOCIAL SECURITY EXPENSE	3,052	2,869	1,906	1,922
52-10-5030	PENSION EXPENSE	656	670	670	685
52-10-5040	EMPLOYEE MEDICAL INSURANCE	2,048	2,040	2,040	2,040
52-10-5100	GENERAL SUPPLIES	948	400	-	400
52-10-5105	METERS	-	-	1,410	1,496
52-10-5110	CHEMICALS	15,821	15,000	13,000	15,000
52-10-5120	POSTAGE	671	2,000	1,000	2,000
52-10-5250	GASOLINE & FUEL	1,392	2,000	1,308	1,500
52-10-5320	ENGINEERING	-	2,500	170	-
52-10-5330	LEGAL EXPENSE	-	500	153	250
52-10-5335	TEST EXPENSE	2,482	3,000	2,340	3,000
52-10-5375	ADMINISTRATIVE SERVICE CHARGE	17,604	16,250	16,250	16,250
52-10-5390	OTHER PROFESSIONAL SERVICES	2,290	500	13,600	15,500
52-10-5550	SOFTWARE EXPENSE	809	850	947	1,000
52-10-5570	DUES AND MEMBERSHIPS	359	850	-	-
52-10-5600	MAINTENANCE & REPAIR	7,174	10,000	5,990	10,000
52-10-5700	TELEPHONE	557	600	639	600
52-10-5730	UTILITIES	16,665	18,000	13,920	18,000
52-10-5740	JULIE LOCATES	105	250	88	100
52-10-5870	IEPA LOAN - PRINCIPAL	48,085	49,380	49,380	50,710
52-10-5880	IEPA LOAN - INTEREST	10,820	9,700	9,700	8,370
52-10-5886	IEPA LOAN - WATERMAIN	24,747	25,319	25,319	25,903
52-10-5888	IEPA LOAN - WATERMAIN	12,103	11,786	11,786	11,202
52-10-5900	OTHER EXPENSE	260	500	425	500
52-10-5999	TRANSFER TO WATER IMPROVEMENT	30,000	-	-	-
** TOTAL WATER EXPENDITURES		236,270	210,421	194,909	209,508
20 - SEWER DIVISION EXPENDITURES					
52-20-5010	WAGES	36,787	39,861	19,359	23,080
52-20-5020	SOCIAL SECURITY EXPENSE	3,025	3,205	1,637	1,922
52-20-5030	PENSION EXPENSE	656	670	670	685
52-20-5040	EMPLOYEE MEDICAL INSURANCE	2,048	2,040	2,040	2,040
52-20-5100	GENERAL SUPPLIES	121	500	-	250
52-20-5110	CHEMICALS	-	250	-	250
52-20-5120	POSTAGE	671	600	600	600
52-20-5250	GASOLINE & FUEL	541	1,000	509	750
52-20-5320	ENGINEERING	-	1,500	-	-
52-20-5330	LEGAL EXPENSE	-	500	66	250
52-20-5335	TEST EXPENSE	1,542	1,600	2,135	1,600
52-20-5375	ADMINISTRATIVE SERVICE CHARGE	14,896	16,250	16,250	16,250
52-20-5390	OTHER PROFESSIONAL SERVICES	375	-	13,500	15,000
52-20-5400	PERMIT EXPENSE	2,500	2,500	2,500	2,500
52-20-5550	SOFTWARE EXPENSE	809	850	947	1,000
52-20-5600	MAINTENANCE & REPAIR	6,202	10,000	1,519	10,000
52-20-5700	TELEPHONE	1,067	1,200	1,208	1,200
52-20-5730	UTILITIES	11,108	11,000	11,433	11,000
52-20-5740	JULIE LOCATES	105	250	88	100
52-20-5870	IEPA LOAN - PRINCIPAL	54,620	56,196	56,196	57,817
52-20-5880	IEPA LOAN - INTEREST	4,559	3,713	3,713	2,091
52-20-5900	OTHER EXPENSE	123	200	149	200
** TOTAL SEWER EXPENDITURES		141,754	153,885	134,517	148,586
TOTAL WATER & SEWER FUND EXPENDITURES		378,024	364,306	329,426	358,093
WATER & SEWER FUND NET INCOME/LOSS		8,772	20,094	77,009	50,027

VILLAGE OF MAPLE PARK - BUDGET REPORT
BUDGET FOR FISCAL YEAR 2018

		FY 2016 Actuals	FY 2017 Budget	FY 2017 Estimate	FY 2018 Budget
54 - WATER IMPROVEMENT ACCOUNT					
REVENUES					
54-00-4171	ALLOCATION OF WATER REVENUE	12,283	13,000	12,606	13,000
54-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	-	-	6,117	6,254
54-00-4650.03	IMPACT FEES - HERITAGE HILLS	-	-	10,233	10,506
54-00-4800	INTEREST INCOME	71	50	50	50
54-00-4994	TRANSFER FROM UTILITY TAX FUND	11,667	11,778	11,778	11,911
54-00-4999	TRANSFER FROM WATER FUND	30,000	-	-	-
** TOTAL REVENUE		54,021	24,828	40,783	41,721
EXPENDITURES					
54-00-5600	WATERMAIN REPAIRS	4,880	-	-	-
54-00-8205	WATERMAIN LOAN PAYMENT - PRINCIPAL	9,948	10,256	10,256	10,625
54-00-8207	WATERMAIN LOAN PAYMENT - INTEREST	1,647	1,522	1,522	1,286
54-00-8210	CAMERA SYSTEM	-	-	8,517	-
54-00-8211	WATER READER UPGRADE	-	-	-	1,000
** TOTAL EXPENDITURES		16,474	11,778	20,295	12,911
WATER IMPROVEMENT NET INCOME/LOSS		37,546	13,050	20,488	28,810

56 -SEWER IMPROVEMENT ACCOUNT					
REVENUES					
56-00-4181	ALLOCATION OF SEWER REVENUE	12,140	13,000	12,463	13,000
56-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	-	-	6,867	7,004
56-00-4650.03	IMPACT FEES - HERITAGE HILLS	-	-	10,233	10,506
56-00-4800	INTEREST INCOME	246	125	125	125
** TOTAL REVENUE		12,386	13,125	29,687	30,635
EXPENDITURES					
56-00-8210	CAMERA SYSTEM	-	-	2,929	-
** TOTAL EXPENDITURES		-	-	2,929	-
SEWER IMPROVEMENT NET INCOME/LOSS		12,386	13,125	26,758	30,635

70 - SCHOOL LAND CASH FUND					
REVENUES					
70-00-4100.03	HEIRTAGH HILLS - REVENUE	2,200	-	15,400	11,000
70-00-4100.99	SCHOOL CONTRIBUTIONS RECLASSIFIED	(2,200)	-	(15,400)	(11,000)
** TOTAL REVENUE		-	-	-	-
EXPENDITURES					
70-00-5930	PAYMENT TO SCHOOLS	-	-	-	-
** TOTAL EXPENDITURES		-	-	-	-
SCHOOL LAND CASH NET INCOME/LOSS		-	-	-	-

GRAND TOTAL REVENUE	1,286,154	1,263,167	1,403,277	1,375,062
GRAND TOTAL EXPENSES	1,461,890	1,289,271	1,270,185	1,261,015
GRAND TOTAL NET INCOME / LOSS	(175,736)	(26,105)	133,092	114,048



Village of Maple Park

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BOARD OF TRUSTEES MEETING MINUTES TUESDAY, MARCH 7, 2017 AT 7 P.M. MAPLE PARK CIVIC CENTER 302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

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

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

Deputy Clerk Cheryl Aldridge called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee Chris Higgins, Trustee JP Dries, Trustee Terry Borg, and Trustee Luke Goucher. Absent: Trustee Kristine Dalton (arrived late) and Trustee Brandon Harris.

Others present: Police Chief Tony Ayala, Village Engineer Jeremy Lin, Village Attorney Kevin Buick, and Deputy Clerk Cheryl Aldridge.

4. PROCLAMATION 2017-01 MAYOR AND COUNTY RECOGNITION DAY FOR NATIONAL SERVICE

This Proclamation makes April 4, 2017, National Service Recognition Day, and encourages residents to recognize the positive impact of national service in our country, and thanks those who serve and to find ways to give back to their communities.

President Kathy Curtis read Proclamation 2017-01 and proclaimed April 4, 2017 National Service Recognition Day, she presented the proclamation to Amanda Franze from Northern Illinois Food Bank.

Trustee Dalton arrived at 7:01 p.m.

5. 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.

None.

6. MOTION TO APPROVE CONSENT AGENDA / ADDITIONS-DELETIONS

CONSENT AGENDA – OMNIBUS VOTE

All items listed on the Consent Agenda will be enacted by one motion. There will be no separate discussion of these items unless requested by a Board member, in which event the item(s) will be removed from the Consent Agenda. Prior to a vote on the Consent Agenda, members of the public may request that a Trustee have an item removed from the Consent Agenda.

a) Approval of Board Minutes

- Board Meeting – February 7, 2017

b) Receive and File

- Finance Committee – November 29, 2016 and January 17, 2017
- Infrastructure Committee - January 31, 2017

c) Acceptance of Cash and Investment Report as of January 31, 2017

d) Approval of Bills Payable and Manual Check Register #753

ACCOUNTS PAYABLE:	\$34,111.70
MANUAL CHECKS:	3,628.10
TOTAL:	<u>\$37,739.80</u>

e) Approval of Travel, Meals, Lodging for Elected Officials /Employees

- Metrowest Council of Government Board Meeting (includes meal), \$35 for Kathy Curtis, Village President (included on warrant list)
- DeKalb County Law Enforcement Executives Association Annual Meeting (includes meal) \$145 for Tony Ayala, Police Chief (included on manual check list)

Trustee Borg made a motion to approve the consent agenda, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Dries, Goucher, Dalton, Higgins, Borg. Nay: None. Absent: Harris. (5-0-1)

7. FINANCIAL REPORT

No questions on the Financial Report.

8. LEGAL REPORT

No questions on the Legal Report.

9. POLICE DEPARTMENT REPORT

Police Chief Tony Ayala introduced Sergeant Karen Clifton to the Board. He also updated the Board on the Polar Plunge over the weekend.

10. PUBLIC WORKS REPORT

Public Works director Mike Miller updated the Board on the tuckpointing project at the Civic Center and at Washington Park.

11. ENGINEERING REPORT

Village Engineer Jeremy Lin reported that he is working on the Squire's Crossing punch list, a safety plan for water and wastewater, and looking at budget issues.

12. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair

The Personnel Committee had nothing to report.

- Finance & Public Relations & Development – Terry Borg, Chair

Trustee Borg reminded the Board that the budget meeting is planned for the 03/21/17 Finance & Public Relations & Development meeting.

- Infrastructure – Luke Goucher, Chair

Trustee Goucher reported that the ESRI Rep was out at the last Infrastructure Committee meeting and showed the Committee the GIS capabilities.

13. OLD BUSINESS

None.

14. NEW BUSINESS

A. RESOLUTIONS

1. RESOLUTION 2017-02 IL DEPT OF REVENUE RECIPROCAL AGREEMENT

**RESOLUTION SUPPORTING THE ABILITY OF MUNICIPALITIES
TO SHARE LOCAL SALES TAX INFORMATION WITH OUTSIDE
PROFESSIONALS FOR THE VILLAGE OF MAPLE PARK**

This Resolution allows the Village of Maple Park to share sales tax information with outside professionals, such as Azavar Audit Solutions in order to properly audit the village's sales tax revenue.

Trustee Dries made a motion to approve Resolution 2017-02 "RESOLUTION SUPPORTING THE ABILITY OF MUNICIPALITIES TO SHARE LOCAL SALES TAX INFORMATION WITH OUTSIDE PROFESSIONALS FOR THE VILLAGE OF MAPLE PARK", seconded by Trustee Higgins.

There was a brief discussion on the purpose of this resolution.

Motion carried by roll call vote. Aye: Dries, Goucher, Dalton, Higgins, Borg.
Nay: None. Absent: Harris. (5-0-1)

B. ORDINANCES

1. ORDINANCE 2017-01 EXTENDING THE MORATORIUM ON FEES

AN ORDINANCE TEMPORARILY SUSPENDING CERTAIN PROVISIONS OF CHAPTER 17, FEES AND PENALTIES IN TITLE 12, SUBDIVISION REGULATION, IN THE MAPLE PARK VILLAGE CODE

This ordinance temporarily suspends Development Contributions otherwise required to be paid on a new construction building permit from the beginning of the date of this Ordinance until September 7, 2017.

Trustee Goucher made a motion to approve Ordinance 2017-01 "AN ORDINANCE TEMPORARILY SUSPENDING CERTAIN PROVISIONS OF CHAPTER 17, FEES AND PENALTIES IN TITLE 12, SUBDIVISION REGULATION, IN THE MAPLE PARK VILLAGE CODE", seconded by Trustee Dries.

There was a brief discussion confirming the date to be used will be September 7, 2017.

Motion carried by roll call vote. Aye: Dries, Goucher, Dalton, Higgins, Borg.
Nay: None. Absent: Harris. (5-0-1)

2. ORDINANCE 2017-02 EXTENDING THE MORATORIUM ON CERTAIN CONNECTION FEES

AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9, UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2, ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN THE VILLAGE OF MAPLE PARK

This ordinance extends the moratorium on water and sewer connection fees until September 7, 2017.

Trustee Higgins made a motion to approve Ordinance 2017-02 "AN ORDINANCE MODIFYING CERTAIN PROVISIONS OF TITLE 9, UTILITIES, CHAPTER 1, WATER USE AND SERVICE, AND CHAPTER 2, ARTICLE B. SEWER CONNECTION PERMITS AND CHARGES WITHIN THE VILLAGE OF MAPLE PARK", seconded by Trustee Goucher.

There was a brief discussion confirming the date to be used will be September 7, 2017.

Motion carried by roll call vote. Aye: Dries, Goucher, Dalton, Higgins, Borg. Nay: None. Absent: Harris. (5-0-1)

3. ORDINANCE 2017-03 ZONING MAP

AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP

This ordinance changes 5 previously amended properties on the Maple Park Zoning Map. They are: 505 Main Street, 19379 E. County Line Road, School Site, Town Centre, and John Clare.

Trustee Borg made a motion to approve Ordinance 2017-03 "AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP", seconded by Trustee Goucher.

After a brief discussion, Trustee Borg withdrew his motion as did Trustee Goucher. This ordinance was tabled until the April Board Meeting.

C. MOTIONS

None.

13. VILLAGE PRESIDENT REPORT

Village President Curtis reported that Village Clerk Liz Peerboom had been hospitalized for pneumonia.

14. TRUSTEE REPORTS

There were no Trustee Reports.

15. EXECUTIVE SESSION – Closed Session Meeting Minutes 5 ILCS 120/2(c)(21)

Discussion of meeting minutes lawfully closed under 5 ILCS 120/2(c)(21) of the Open Meetings Act, whether for purposes of approval by the body of the minutes or semi-annual review of the minutes as mandated by Section 2.06.

No Closed Session.

16. MATTERS REFERRED FROM EXECUTIVE SESSION

- **APPROVAL OF CLOSED SESSION MEETING MINUTES**
- **CLOSED SESSION MEETING MINUTES OPENED TO THE PUBLIC**

No matters referred from Executive Session.

17. ADJOURNMENT

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

Meeting Adjourned at 7:26 p.m.

Cheryl Aldridge
Deputy Clerk



Village of Maple Park

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Website: <http://www.villageofmaplepark.com>

Approved by the Finance Committee
on March 21, 2017.

FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MEETING MINUTES

Tuesday, February 21, 2017

7:00 p.m.

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

1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Chairman Terry Borg called the meeting to order at 7:20 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee Kristine Dalton, Trustee Terry Borg, and Trustee Chris Higgins.

Others present: Trustee JP Dries, Public Works Director Mike Miller, Police Chief Tony Ayala, Village Accountant Cheryl Aldridge, 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

- November 29, 2016
- January 17, 2017

Trustee Higgins made a motion to approve the meeting minutes from November 29, 2016 and January 17, 2017, seconded by Trustee Dalton. Motion carried by voice vote.

4. DISCUSSION OF FY18 BUDGET

The committee will review and discuss the tentative budget for FY18, which is to be approved at the April Board of Trustees meeting.

Village Accountant Cheryl Aldridge went over the following items:

- Preliminary Budget
- Water & Sewer rates (with backup) and water/sewer impact fee
- Ordinance 2016-09—temporarily suspending certain provisions of Chapter 17, Fees and Penalties in Title 12 – to be extended 3 months while the Infrastructure Committee researches the issue.

MINUTES

Finance and Public Relations & Development Committee Meeting

February 21, 2017

Page 2 of 3

- Ordinance 2016-10 – modifying certain provisions of Title 9, utilities, water/sewer connection fees. Consensus was to extend the suspension for 3 months while the Infrastructure Committee researches the issue.
- CMJ Quote for backup system – \$100 per month
- CMJ quote for admin computers – Shifting this purchase to FY17
- Employee pay rate history – will wait until later in the process to decide on this
 - Payroll rates – 1%, 2%, 2.5%, and 3%

Assumptions used on budget:

- Building permits
 - FY17 – 1 Squires Crossing permit (currently in the office for approval)
 - FY18 – 4 Heritage Hills, 1 Squires
- Cheryl will layer in 2 for squires and 3 for heritage

Decisions

- Rent changes (decision needs to be made by 3/21/17)
 - Library – Expires 10/31/17 – Currently \$400/month
 - Exercise Room
 - Old Virgil Township Room
 - Gym
 - Kitchen
 - Parks

The committee will discuss this more at next month's meeting. The Village Clerk will get information from previous discussions to help the committee with these decisions.

The committee also discussed replacement of street lights with LED lights. Public Works Director Mike Miller advised that he has been replacing all street lights with LED lights.

- Permit fees (Needs to be decided tonight)
 - Impact fees – currently suspended until 3/7/17
 - Hook-up fees – currently suspended until 3/7/17

Consensus was to extend this suspension for 3 months in order to give the Infrastructure Committee time to research the issue.

- 2017-2018 Budget List from Board Room
 - Overlay Ashton / DeKalb (Heritage)
 - GIS License
 - Vehicle Replacement Plan – Cheryl is layering in \$7,500 for a new purchase or lease
 - Copier / Postage Meter
 - Copier Lease – Expires 12/28/17
 - Postage Meter – Expires May 2017 – currently waiting for updated lease
 - Gym for Youth

MINUTES

Finance and Public Relations & Development Committee Meeting

February 21, 2017

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- Full budget approval at next budget meeting on 3/21/17, at Finance Committee meeting.
 - Including any projects
 - Cloud backup
 - New admin computers
 - Light at Maple Avenue park – working on pricing
 - Payroll rates

Mr. Miller said that he would like to run water to the McAdams pavilion and he would like to upgrade the storm sewer in the ball fields to alleviate some flooding. He also discussed sidewalks and curbs.

5. DISCUSSION OF OTHER ITEMS

None

6. ADJOURNMENT

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

Meeting adjourned at 9:14 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members

Trustee Borg Chair
Trustee Dalton
Trustee Higgins
Trustee Harris



Village of Maple Park

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Approved by the Personnel &
Communications Committee on
March 14, 2017.

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, January 10, 2017

7:00 p.m.

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

MEETING RESCEDULED TO Tuesday, January 17, 2017

Committee Members

Trustee Dries, Chair

Trustee Dalton

Trustee Goucher

Trustee Harris



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Approved by the Personnel &
Communications Committee on
March 14, 2017.

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, January 17, 2017

7:00 p.m.

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

1. MEETING CALL TO ORDER AND ROLL CALL

Chairman JP Dries 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 JP Dries, Trustee Kristine Dalton, and Trustee Luke Goucher.

Others present: Village Clerk Liz Peerboom.

2. PUBLIC COMMENTS – *Any resident wishing to address the Committee 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

- November 15, 2016
- December 13, 2016

Trustee Goucher made a motion to approve the meeting minutes from November 15, 2016 and December 13, 2016, seconded by Trustee Dalton. Motion carried by roll call vote. Aye: Dries, Dalton, Goucher. Nay: None. Absent: Trustee Harris. (3-0-1)

4. DISCUSSION OF EMPLOYEE PERFORMANCE REVIEWS

The committee reviewed the new employee performance review form. Trustee Dalton suggested removing relationships with people, because customer service covers inside customers and outside customers.

Trustee Dalton made a motion to send the form to the full board for approval, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Dalton, Goucher, Dries. Nay: None. Absent: Trustee Harris. (3-0-1)

5. DISCUSSION OF TRAVEL EXPENSE POLICY

Trustee Dries advised that he looked at two or three other communities' policies. He asked the committee to determine the amount of miles that would be considered out of town travel. The

committee discussed mileage and settled on 50 miles to be considered in town travel. The committee then discussed meal allowances and settled on \$30 per day for meals. The committee then discussed lodging. Consensus was that lodging will only be reimbursed if only pre-approved, and receipts will be required. Transportation may be provided by the village and then the village would not pay mileage. Trustee Dalton suggested requiring that the vehicle that the employee is travelling in have insurance. The committee then discussed how to restructure the policy to cover the insurance requirement.

The committee then discussed charges that will not be reimbursed; such as companion airline tickets.

Trustee Dries advised that, according to the new law, any member of the village board would need to have their travel pre-approved by roll call vote at a Board of Trustees meeting.

Consensus was to have the updated policy sent to Village Attorney Kevin Buick for review.

6. VEHICLES – POLICE / PUBLIC WORKS

Trustee Dries discussed different prices received from dealers on new squad cars and a new pickup truck for Public Works. He added that the budget only allows for \$25,000 for this fiscal year, but the village can't keep putting Band-Aids on the old vehicles. He also advised that repair costs have dropped dramatically after purchasing a new vehicle.

Trustee Dries suggested purchasing a new squad and a new pickup truck in this fiscal year and then purchasing a new squad next year. The committee then discussed different financing avenues and different prices for vehicles that are financed. Trustee Dalton asked about getting a 2016, instead of 2017. She also asked about checking with Zimmerman Ford. Trustee Dries advised that he hasn't been able to match the state purchasing price.

Trustee Goucher said that he doesn't think it is that great of a deal and he would not purchase two vehicles just because of the interest rate. He is more in favor of purchasing vehicles with cash, if the village can find the cash. Trustee Dalton said that she would lean more toward getting a police car than a public works vehicle. Trustee Dries advised that public works is not in need a vehicle this year; they can wait until the money is budgeted. Consensus was to put as much money down on the vehicle and then finance the balance.

7. DISCUSSION OF IT ITEMS FOR 2017

Trustee Dries distributed a list of IT items and advised that the laptop on the list has already been replaced. He added that the two computers that would be replaced would be the two office computers. Trustee Dries suggested waiting on IP phones because of the bandwidth issue.

Trustee Dries said that storage space needs to be upgraded. He advised that office staff is taking the backup to the bank every day and putting it in a safe deposit box, but with the bank closing that will not be available any longer. He then discussed different prices of the cloud storage.

Trustee Goucher said that the computers should be purchased, but he is concerned about the high labor costs. Trustee Dries will go back to CMJ and discuss the labor cost. Trustee Goucher suggested taking \$2,500 from the purchase of the vehicle to pay for the computers.

The committee also discussed email with no solutions found.

8. UPDATE TO THE EMPLOYEE HANDBOOK

Trustee Dries advised of a new law on sick leave that requires an update to the employee handbook. After some discussion, consensus was that the Village Clerk would make the changes and send to the Village Attorney, then have for committee review at the next meeting.

9. ADJOURNMENT

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

Meeting adjourned at 8:13 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee JP Dries, Chair
Trustee Kristine Dalton
Trustee Luke Goucher
Trustee Brandon Harris



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Approved by the Personnel &
Communications Committee on
March 14, 2017.

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, February 14, 2017

7:00 p.m.

Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

Meeting Cancelled

The next meeting is scheduled for Tuesday, March 14, 2017.

Committee Members:

Trustee JP Dries, Chair

Trustee Kristine Dalton

Trustee Luke Goucher

Trustee Brandon Harris



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Approved by the Infrastructure
Committee on March 28, 2017.

INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, February 28, 2017

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 7:06 p.m.

Village Clerk Liz Peerboom called the roll call and the following committee members were present: Trustee Luke Goucher Trustee JP Dries, Trustee Chris Higgins, and Trustee Terry Borg.

Others present: Village Accountant Cheryl Aldridge, Village Engineer Jeremy Lin, Public Works Director Mike Miller, Trustee Brandon Harris 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.*

Dean Goodenough, resident was in attendance but had no questions.

3. APPROVAL OF MEETING MINUTES

- January 31, 2017

Trustee Higgins made a motion to approve the minutes from the January 31, 2017 Infrastructure Committee meeting, seconded by Trustee Dalton. Motion carried by voice vote.

4. DISCUSSION OF GIS UPDATES

- Presentation by ESRI rep
- Questions / Discussion

Joe Araiza from ESRI was in attendance and went over his presentation on how mapping and GIS are transforming the work environment.

Mr. Araiza introduced himself and told the committee a little bit about himself before starting his presentation.

Mr. Araiza explained that GIS is a system of record, organizing and managing the geographic context of your assets and resources. He added that with ArcGIS, every employee and resident can access maps. He also talked about how the system works, adding that this is a system that works on many different types of devices. He said that this is an integrated web based program.

Trustee Borg asked how this program would help during a flooding situation. Mr. Araiza explained that they donate software for a short period of time to get the municipality to get through the emergency. He added that this program helps to get information to the state agencies quicker for disaster aid.

Trustee Goucher asked if the Maple Park platform would be an independent site that would be hosted by ESRI. Mr. Araiza said that there would be an icon on the webpage that would go right to the ESRI system.

Trustee Borg asked about a cost for storage. Mr. Araiza said that the municipality is charged on a plan, but the credits on the plan are not very expensive and the village would be notified if it was getting close to the amount of credits allowed in the plan. Village Clerk Liz Peerboom asked if this was an amount over and above what the village had been quoted. Trustee Harris said that this cost would only be if it was being hosted on the ESRI website, adding that would not be how would normally work.

Mr. Araiza also talked about Return on Investment. He said that it is not a forced multiplier and it saves time and duplicated efforts. He added that this system would alleviate the cost from paper and ink and printing maps.

Trustee Goucher advised that this program also helps with asset management and keeps it so that it is available for future staff.

Trustee Goucher asked if Mr. Araiza knew of any students that are looking for experience, and Mr. Araiza said that Northern IL University is always looking for ways for their students to experience. Village Clerk Liz Peerboom asked if that was free help or if the village would need to pay for this help. Mr. Araiza said that it is up to the village if they pay or not.

Trustee Dries said that he likes that this is not restricted to the Public Works Department; it can be used for the Police Department also. Trustee Harris said that it can also be used for keeping track of delinquent water bills.

Trustee Harris advised that this system can also be used for Economic Development. Mr. Araiza talked about a program called Tapestry, which can be accessed for free. This program gives you economic information about a certain area.

Trustee Borg said he was concerned about keeping the system updated. Village Accountant Cheryl Aldridge advised that the staff does not have the ability to update

the software and the data is a very large file that is hard to get from the Village Engineer to the village staff. Village Engineer Jeremy Lin advised that the software that the village uses is pre-2006 and asked Mr. Araiza to explain what has happened between 2006 and the current software. Mr. Araiza advised that this is a web based system that would not have to be transferred via email or disk.

The committee then discussed the evolution into the platform that it is now. Mr. Araiza advised that ESRI has been doing GIS since the 1960s and has continually moved forward with the platforms that are out there.

Mr. Araiza advised that there is also a way that you can keep track of building permits with ESRI.

Trustee Higgins talked about the need to keep track of road construction. Mr. Lin suggested that the village just start with asset management.

Mr. Araiza talked about the following:

- Desktop system (level 2 entitlement) - \$1,500 includes 100 credits
- Maintenance license - \$400 per year
- Remote reading capabilities (level 1) - \$100 per person (you have to buy a 10 pack)

Mr. Araiza also talked about add-ons and the cost associated with each add-on. Mr. Araiza said that the first year, for a basic system, would be about \$2,000, and then possibly purchase 1000 credits for \$100.

The committee then talked about getting the data input into the new system.

The committee then talked about hiring a “business partner,” which would help the village in getting data input into the system and to train the staff. Mr. Araiza advised that the village does not necessarily need a business partner.

Trustee Borg said that he would like to see some goals for this system. Trustee Goucher said that the village absolutely needs to have a plan.

Trustee Harris said that in year one he will volunteer some time to help get this up and running.

Consensus was to go with the basic plan, which would be \$1,500 now and then next year pay the \$400 maintenance fee and add some credits up to \$1,500. Trustee Goucher said that this would be discussed in the budget meeting in March and then would be in the FY18 budget. Mr. Araiza advised that he will give a free 60-day trial.

Trustee Goucher asked Mr. Araiza to send the village information on municipalities that are approximately the same size as Maple Park, so that the Board and staff can go online and look at what they have and how they are using it.

Trustee Higgins asked if the village decides to upgrade will there be a difference in cost. Mr. Araiza advised that there will be some sort of proration if upgraded in the first year.

Ms. Aldridge asked the committee to decide where they would like this to be budgeted. Trustee Borg suggested utility tax, but said that it should be shared by water, sewer, roads, etc.

Mr. Goodenough left the meeting at 8:48 p.m.

Trustee Goucher asked that Mr. Miller and Ms. Aldridge to attend the next Infrastructure committee meeting to continue this discussion and put together a plan.

5. DISCUSSION OF CONTINUING THE SUSPENSION OF CERTAIN FEES

Trustee Goucher said that he wanted to put together a proposal to extend the continued abatement of the fees. Trustee Borg said that the current suspension expires on March 7, and they discussed extending it for three months and then pick the date that village begins charging again. Trustee Goucher suggested extending the suspension for the rest of the building season.

The committee discussed reasons why to continue the suspension for six months rather than three months.

Trustee Borg said that this requires more study and Trustee Goucher said that that is why he is opposed to three months; he would like it to be six months. Trustee Borg said that it was never the intent to raise it during this building season, so he is not opposed to six months.

Trustee Goucher said that he feels that this suspension does entice building in the TIF District, which will benefit the village.

Ms. Aldridge will get the spreadsheet of fee information to the committee for review.

Trustee Borg made a motion to move this item to the full Board and extend the suspension of fees in Ordinance 2017-01 and Ordinance 2017-02, then amended the motion to strike section 3 and extend the dates to September 7, 2017, seconded by Trustee Higgins. Motion carried by voice vote.

6. DISCUSSION OF MAINTENANCE PLAN

- Receive Quote for Crack Filling in the Settlement Subdivision

Mr. Lin advised that he has asked Behm to give a quote and they will be out next week.

7. DISCUSSION OF CAPITAL IMPROVEMENTS PLAN / GRANT WRITING

Trustee Goucher advised that he would be suspending discussion to the next meeting. Ms. Aldridge advised that she is taking some of WITHEA's webinars and is not sure if the village qualifies.

8. MUNICIPAL INFRASTRUCTURE LEASING: ACCESS DISCUSSION

- Review of neighboring municipal policies

Trustee Goucher advised that he would be suspending discussion to next meeting.

9. OTHER ITEMS

Trustee Dries asked Mr. Lin about budgeting for preventative maintenance for equipment at the water and sewer treatment plants. Ms. Aldridge advised that there is money in the budget for this. Mr. Lin will make a list and get it to him for Finance committee discussion.

Trustee Borg asked Mr. Lin about budgeting for energy for the lift stations. He wanted to know if there is any way to become energy efficient at the lift stations. Mr. Lin advised that there are ways, but they are expensive. He said that he can make a list and see what money the village has to work with and he can look at grants for this type of thing.

Trustee Borg advised that this type of expense can come out of an enterprise fund. Ms. Aldridge agreed and she said that she can find money in those funds for this. Mr. Lin advised that this could cost the village between \$20,000 and \$30,000, but there are grant opportunities available. He will bring more ideas to the next meeting.

10. ADJOURNMENT

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

Meeting adjourned at 9:28 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee Goucher, Chair
Trustee Borg

Trustee Higgins
Trustee Dries

VILLAGE OF MAPLE PARK, ILLINOIS
Schedule of Cash and Investments
February 28, 2017

Fund	Interest Rate	CD	IPTIP Accounts	First Midwest Account	Old Second Checking	Total Cash & Investments
Operating Funds						
General Fund						
Old Second - Checking Acct	0.00%	-	-	-	(29,887.52)	(29,887.52)
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	180,513.02	-	-	180,513.02
Total General Fund		-	180,513.02	-	(29,887.52)	150,625.50
Utility Tax Fund						
Old Second - Checking Acct	0.00%	-	-	-	(22,525.91)	(22,525.91)
First Midwest Bank	0.03%	-	-	245,697.66	-	245,697.66
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	151,425.60	-	-	151,425.60
Old Second - CD	0.12%	150,000.00	-	-	-	150,000.00
Total Utility Tax Fund		150,000.00	151,425.60	245,697.66	(22,525.91)	524,597.35
TIF District Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Old Second - TIF Checking Acct	0.00%	-	-	-	32,356.51	32,356.51
Total Road & Bridge Fund		-	-	-	32,356.51	32,356.51
Road & Bridge Fund						
Old Second - Checking Account	0.00%	-	-	-	(35,323.07)	(35,323.07)
Illinois Public Treasurer's Pool		-	71,705.11	-	-	71,705.11
Old Second - CD	0.12%	-	-	-	-	-
Total Road & Bridge Fund		-	71,705.11	-	(35,323.07)	36,382.04
Motor Fuel Tax Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	65,080.27	-	-	65,080.27
Total Motor Fuel Tax Fund		-	65,080.27	-	-	65,080.27
Water & Sewer Funds						
Operating Accounts						
Old Second - Checking Account		-	-	-	40,785.46	40,785.46
Illinois Public Treasurer's Pool		-	181,393.62	-	-	181,393.62
Old Second - CD	0.12%	15,000.00	-	-	-	15,000.00
Total Operating Accounts		15,000.00	181,393.62	-	40,785.46	237,179.08
Water Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	7,472.24	7,472.24
Illinois Public Treasurer's Pool		-	112,889.05	-	-	112,889.05
Total Water Improvement Accounts		-	112,889.05	-	7,472.24	120,361.29
Sewer Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	7,845.26	7,845.26
Illinois Public Treasurer's Pool		-	162,571.11	-	-	162,571.11
Old Second - CD	0.12%	85,000.00	-	-	-	85,000.00
Total Sewer Improvement Accounts		85,000.00	162,571.11	-	7,845.26	255,416.37
Total Water & Sewer Funds		100,000.00	456,853.78	-	56,102.96	612,956.74
Total Village Operating Funds		250,000.00	925,577.78	245,697.66	722.97	1,421,998.41
Escrow Funds						
School Land Cash						
Old Second - Checking Account	0.00%	-	-	-	-	-
Developer Escrow Fund						
Old Second - Checking Account	0.00%	-	-	-	115,632.03	115,632.03
Total Village Escrow Funds		-	-	-	115,632.03	115,632.03
Total Village Cash & Investments		250,000.00	925,577.78	245,697.66	116,355.00	1,537,630.44

SYS DATE:03/29/17

VILLAGE OF MAPLE PARK
A / P W A R R A N T L I S T
REGISTER # 754
Wednesday March 29, 2017

SYS TIME:12:47
[NW1]

DATE: 03/29/17

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 AZAVAR AUDIT 12893	01-10-5390	MARCH 2017	6.90	6.90
01 CASEY'S GENERAL STORES, INC. 02282017	01-30-5250	GASOLINE	446.16	446.16
01 COMMONWEALTH EDISON 0147077192 0317	01-50-5730	STREET LIGHTING	3798.56	249.08
0498142046 0317	52-20-5730	LIFT STATION		75.70
0798152002 0317	52-10-5730	WELL		1526.80
1620026021 0317	52-20-5730	WWTP		1056.39
4665155040 0317	01-50-5730	STREET LIGHTING		858.06
5778015012 0317	01-20-5730	HERITAGE HILLS POND		32.53
01 DE LAGE LANDEN PUBLIC FINANCE 53659332	01-10-5160	COPIER LEASE	242.75	242.75
01 FOSTER, BUICK, CONKLIN & LUNDG 14849	01-10-5330	ADMINISTRATIVE WARRANT	2145.00	1182.50
14849	01-10-5330	GENERAL COUNSEL		525.00
14849	01-10-5330	LOCAL PROSECUTIONS		437.50
01 GARAVENTA USA INC. 49468	01-40-5600	WHEELCHAIR LIFT SERVICE	368.75	368.75
01 FRONTIER 8158273286 0317	01-30-5700	POLICE	560.22	134.69
8158273309 0317	01-10-5700	OFFICE		273.60
8158273710 0317	52-10-5700	WELL HOUSE		52.86
8158275039 0317	52-20-5700	WWTP		46.21
8158275069 0317	52-20-5700	LIFT STATION		52.86
01 IMPACT NETWORKING, LLC IN273390	01-10-5200	COPY COSTS	449.50	449.50
01 ILLINOIS PUBLIC WORKS MUTUAL A 2072	01-10-5570	2016 IPWMAN DUES	200.00	100.00
2238	01-10-5570	2016 IPWMAN DUES		100.00
01 LINTECH ENGINEERING, INC. 996	01-10-5320	BOARD MEETING	1615.00	85.00
996	01-10-5320	REVIEW OF LOT 18		170.00
996	01-10-5320	ZONING MAP REVISION		510.00
996	28-00-2200.02	SQUIRE'S PUNCH LIST		850.00
01 LOCIS 38438	01-10-5570	LOCIS MEMBERSHIP	3078.85	2784.00
38547	01-10-5200	UTILITY BILLING PAPER		98.28
38547	52-10-5100	UTILITY BILLING PAPER		98.29
38547	52-20-5100	UTILITY BILLING PAPER		98.28
01 LOWE'S 03172017	01-20-5600	MAINTENANCE & REPAIR	100.86	19.65
03172017	01-40-5600	MAINTENANCE & REPAIR		81.21
01 MAS MODERN MARKETING MMI120778	12-00-8413	SHIELD SHAPED STICKERS	235.96	235.96
01 MGD WATER SOLUTIONS			2500.00	

SYS DATE:03/29/17

VILLAGE OF MAPLE PARK
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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
995	52-10-5390	WATER OPERATION		1250.00
995	52-20-5390	WASTEWATER OPERATION		1250.00
01 NICOR			1680.47	
331314100040317	01-50-5730	GARAGE HEAT		110.94
399087100050317	01-40-5730	CIVIC CENTER HEAT		1569.53
01 P. F. PETTIBONE & CO.			177.75	
171768	01-30-5100	CITATIONS		177.75
01 PITNEY BOWES GLOBAL FINANCIAL			44.00	
3101127205	01-10-5160	POSTAGE METER		44.00
01 CAMBRIDGE ELECTRIC, INC.			702.00	
7350	01-50-5600	STREET LIGHTING REPAIRS		702.00
01 SEYLLER'S INC.			30000.00	
20656	12-00-8419	PARK TUCKPOINTING		5975.00
20657	12-00-8102	REPLACEMENT OF STEEL LINTELS		24025.00
01 SUBURBAN LABORATORIES, INC.			501.00	
140284	52-20-5335	TEST EXPENSE		153.00
142044	52-10-5335	TEST EXPENSE		75.00
142629	52-10-5335	TEST EXPENSE		90.00
142888	52-20-5335	TEST EXPENSE		183.00
01 VERIZON WIRELESS			70.33	
9782441165	01-10-5700	CELL PHONES		126.72-
9782441165	01-30-5700	CELL PHONES		83.02
9782441165	01-30-5700	AIR CARDS		114.03
01 VERIZON WIRELESS			50.00	
03312017	01-10-5700	CELL PHONE		50.00
01 WASTE MANAGEMENT			20759.03	
3524265-2011-5	01-10-5400	GARBAGE COLLECTION (JAN/FEB)		20759.03
** TOTAL CHECKS TO BE ISSUED			69733.09	

SYS DATE:03/29/17

VILLAGE OF MAPLE PARK
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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01		GENERAL FUND	32638.74	
12		UTILITY TAX	30235.96	
28		DEVELOPERS ESCROW FUND	850.00	
52		WATER & SEWER FUND	6008.39	
***		GRAND TOTAL ***	69733.09	
		TOTAL FOR REGULAR CHECKS:	69,072.01	
		TOTAL FOR DIRECT PAY VENDORS:	661.08	

SYS DATE:03/29/17

VILLAGE OF MAPLE PARK
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A/P MANUAL CHECK POSTING LIST
POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO REG#	INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
01	VANTAGEPOINT TRANSFER AGENTS-#03/09/17	20592		424.66	
28	03092017	01-00-2150	ICMA PAYABLE		183.79
28	03092017	01-20-5030	PENSION EXPENSE		50.04
28	03092017	01-30-5030	PENSION EXPENSE		89.23
28	03092017	01-50-5030	PENSION EXPENSE		50.04
28	03092017	52-10-5030	PENSION EXPENSE		25.78
28	03092017	52-20-5030	PENSION EXPENSE		25.78
01	VANTAGEPOINT TRANSFER AGENTS-#03/23/17	20622		424.66	
28	03232017	01-00-2150	ICMA PAYABLE		183.79
28	03232017	01-20-5030	PENSION EXPENSE		50.04
28	03232017	01-30-5030	PENSION EXPENSE		89.23
28	03232017	01-50-5030	PENSION EXPENSE		50.04
28	03232017	52-10-5030	PENSION EXPENSE		25.78
28	03232017	52-20-5030	PENSION EXPENSE		25.78
01	AMERICAN BANK & TRUST	03/07/17	20593	3071.27	
28	02262017E	01-40-5600	MAINTENANCE & REPAIR		810.83
28	02262017E	01-50-5600	MAINTENANCE & REPAIR		84.55
28	02262017E	52-10-5105	METERS		4.26
28	02262017E	52-10-5120	POSTAGE		8.70
28	02262017F	01-10-5390	OTHER PROFESSIONAL SERVICES		320.00
28	02262017F	12-00-8413	POLICE GRANT PURCHASES		756.49
28	02262017G	01-10-5900	OTHER EXPENSES		122.08
28	02262017G	01-30-5100	GENERAL SUPPLIES		92.87
28	02262017G	01-30-5570	DUES & MEMBERSHIPS		115.00
28	02262017G	12-00-8413	POLICE GRANT PURCHASES		756.49

** TOTAL MANUAL CHECKS REGISTERED

3920.59

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VILLAGE OF MAPLE PARK
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A/P MANUAL CHECK POSTING LIST

POSTINGS FROM ALL CHECK REGISTRATION RUNS(NR) SINCE LAST CHECK VOUCHER RUN(NCR)

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PAYABLE TO REG#	INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
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REPORT SUMMARY

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CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	69733.09	3920.59	73653.68
TOTAL CASH	69733.09	3920.59	73653.68

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DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	32638.74	2291.53	34930.27
12	30235.96	1512.98	31748.94
28	850.00	.00	850.00
52	6008.39	116.08	6124.47
TOTAL DISTR	69733.09	3920.59	73653.68

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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>

FINANCE REPORT TUESDAY, APRIL 4, 2017

- Budget Recap
 - Total Revenue of \$1,375,062
 - Total Expenses of \$1,261,015
 - Includes 2.5% Raises for employees
 - Police Vehicle in FY2017
 - 2 new computers in FY2017
 - 2 new computers in FY2018
 - Crack Sealing in The Settlement Subdivision
 - Total Fund Balances Estimated at 04/30/18 is \$1,626,751
- March Budget Report – 2 permits have now been issued in Squire's Crossing, with an additional permit application in the office for review. The fiscal year ends at the end of April. We will then begin the audit process.
- Escrow Accounts – There was activity for Squire's Crossing for the month of March.
- Warrant List
 - A/P Check run of \$69,733.09, manual checks of \$3,920.59 for a total of \$73,653.68.
 - Seyller's Inc – Park Tuckpointing for \$5,975.00 and Replacement of Steel Lintels at the Civic Center for \$24,025.00 for a total of \$30,000.00. This was budgeted in the Utility Tax Fund under Civic Center Improvements.
 - Waste Management – Garbage Collection of \$20,759.03 for January and February.
- Please let me know if you have any questions or concerns.

VILLAGE OF MAPLE PARK - BUDGET REPORT
May 1, 2016 - March 31, 2017

	FY 2016 Actuals	FY 2017 Budget	Budget May 16 - Mar 17	Actual Totals for May 16 - Mar 17	Variance to Budget
01 - GENERAL FUND					
TOTAL GENERAL FUND REVENUE	646,937	668,297	620,740	594,746	25,993
TOTAL ADMINISTRATION & FINANCE	315,037	335,414	282,142	292,901	(10,759)
TOTAL PARKS & GROUNDS	44,459	50,569	46,354	35,579	10,774
TOTAL POLICE DEPARTMENT	216,590	226,254	208,649	185,057	23,592
TOTAL CIVIC CENTER	45,098	29,200	26,767	14,245	12,522
TOTAL STREET DEPARTMENT	117,065	98,472	90,931	60,630	30,301
TOTAL GENERAL FUND EXPENDITURES	738,248	739,909	654,843	588,412	66,431
GENERAL FUND NET INCOME/LOSS	(91,311)	(71,612)	(34,103)	6,334	(40,438)
12 - UTILITY TAX FUND					
TOTAL REVENUE	77,132	77,500	71,458	74,949	(3,490)
TOTAL EXPENDITURES	71,505	100,778	100,778	105,754	(4,976)
UTILITY TAX FUND NET INCOME/LOSS	5,627	(23,278)	(29,320)	(30,805)	1,485
13 - TIF DISTRICT FUND					
TOTAL REVENUE	8,945	8,500	8,500	37,890	(29,390)
TOTAL EXPENDITURES	8,945	7,000	5,250	5,533	(283)
ROAD & BRIDGE FUND NET INCOME/LOSS	-	1,500	3,250	32,357	(29,107)
15 - ROAD & BRIDGE FUND					
TOTAL REVENUE	43,425	42,537	42,500	43,422	(922)
TOTAL EXPENDITURES	56,024	55,500	55,000	45,091	9,909
ROAD & BRIDGE FUND NET INCOME/LOSS	(12,599)	(12,963)	(12,500)	(1,670)	(10,831)
19 - MOTOR FUEL TAX FUND					
TOTAL REVENUE	33,561	33,979	31,147	28,291	2,856
TOTAL EXPENDITURES	169,718	-	-	-	-
MOTOR FUEL TAX FUND NET INCOME/LOSS	(136,157)	33,979	31,147	28,291	2,856
28 - DEVELOPER ESCROW FUND					
TOTAL REVENUE	22,951	10,000	-	-	-
TOTAL EXPENDITURES	22,951	10,000	-	-	-
DEVELOPER ESCROW FUND NET INCOME/LOSS	-	-	-	-	-
52 - WATER & SEWER FUND					
TOTAL REVENUE	386,796	384,400	330,241	349,209	(18,967)
TOTAL WATER EXPENDITURES	236,270	210,421	201,063	165,742	35,321
TOTAL SEWER EXPENDITURES	141,754	153,885	146,353	97,605	48,747
TOTAL WATER & SEWER FUND EXPENDITURES	378,024	364,306	347,416	263,347	84,068
WATER & SEWER FUND NET INCOME/LOSS	8,772	20,094	(17,174)	85,862	(103,036)
54 - WATER IMPROVEMENT ACCOUNT					
TOTAL REVENUE	54,021	24,828	22,657	38,632	(15,975)
TOTAL EXPENDITURES	16,474	11,778	11,778	20,295	(8,517)
WATER IMPROVEMENT NET INCOME/LOSS	37,546	13,050	10,879	18,337	(7,458)
56 -SEWER IMPROVEMENT ACCOUNT					
TOTAL REVENUE	12,386	13,125	10,948	27,571	(16,623)
TOTAL EXPENDITURES	-	-	-	2,929	(2,929)
SEWER IMPROVEMENT NET INCOME/LOSS	12,386	13,125	10,948	24,641	(13,694)
70 - SCHOOL LAND CASH					
TOTAL REVENUE	-	-	-	17,400	(17,400)
TOTAL EXPENDITURES	-	-	-	13,200	(13,200)
SEWER IMPROVEMENT NET INCOME/LOSS	-	-	-	4,200	(4,200)
GRAND TOTAL REVENUE	1,286,154	1,263,167	1,138,191	1,212,109	(73,918)
GRAND TOTAL EXPENSES	1,461,890	1,289,271	1,175,065	1,044,562	130,503
GRAND TOTAL NET INCOME / LOSS	(175,736)	(26,105)	(36,873)	167,548	(204,421)

VILLAGE OF MAPLE PARK - BUDGET REPORT
May 1, 2016 - March 31, 2017

		FY 2016 Actuals	FY 2017 Budget	Budget May 16 - Mar 17	Actual Totals for May 16 - Mar 17	Variance to Budget
01 - GENERAL FUND						
REVENUES						
01-00-4110	REAL ESTATE TAX - DEKALB CO.	105,862	110,365	110,365	107,585	2,781
01-00-4120	REAL ESTATE TAX - KANE CO.	99,278	100,617	100,617	98,927	1,690
01-00-4220	STATE OF IL - INCOME TAX	132,785	133,620	122,485	100,436	22,049
01-00-4240	STATE OF IL-MUNICIPAL SALES TAX	60,481	80,000	73,333	52,480	20,853
01-00-4250	STATE OF IL-REPLACEMENT TAX	2,965	2,500	2,292	2,184	108
01-00-4270	STATE OF IL-USE TAX	30,240	30,785	28,220	25,459	2,761
01-00-4280	STATE OF IL-VIDEO GAMING TAX	13,376	12,000	11,000	14,901	(3,901)
01-00-4310	GAME LICENSE	125	125	125	150	(25)
01-00-4320	ANIMAL LICENSE	1,855	1,400	1,400	1,800	(400)
01-00-4330	CIGARETTE LICENSE	20	20	20	20	-
01-00-4340	FRANCHISE FEE LICENSE	2,607	2,500	2,500	2,115	385
01-00-4341	RAFFLE LICENSE FEE	55	20	15	40	(25)
01-00-4350	LIQUOR LICENSE	8,000	8,000	8,000	9,000	(1,000)
01-00-4407	TEMPORARY OCCUPANCY PERMIT	-	-	-	400	(400)
01-00-4410	BUILDING PERMITS	6,679	10,000	9,444	5,640	3,804
01-00-4410.02	BUILDING PERMITS - SQUIRE'S CROSSING	-	-	-	4,255	(4,255)
01-00-4410.03	BUILDING PERMITS - HERITAGE HILLS	1,990	-	-	10,331	(10,331)
01-00-4420	SOLICITOR PERMITS	-	20.00	15	10	5
01-00-4500	GARBAGE COLLECTION REVENUE	119,543	123,385.14	102,378	102,134	244
01-00-4505	GARBAGE PENALTIES	1,870	1,500.00	1,250	1,673	(423)
01-00-4535.02	SQUIRE'S CROSSING - ENGINEERING	-	-	-	680	(680)
01-00-4535.03	HERITAGE HILLS - ENGINEERING	540	-	-	1,700	(1,700)
01-00-4550	PARK RENT	1,460	1,500.00	1,500	1,160	340
01-00-4550.03	RENT - KANE COUNTY POLLING	40	40.00	40	40	-
01-00-4550.04	RENT - GYM USE	5,650	4,500.00	4,125	3,978	148
01-00-4550.07	RENT - M.P. LIBRARY	4,800	4,800.00	4,400	5,600	(1,200)
01-00-4550.11	RENT - KITCHEN	600	400.00	367	938	(571)
01-00-4550.15	RENT - ST. VINCENT DEPAUL	300	-	-	-	-
01-00-4550.17	RENT - EXERCISE ROOM	-	-	-	240	(240)
01-00-4575	WATER & SEWER ADMIN CHARGE	32,500	32,500.00	29,792	29,832	(40)
01-00-4610	DEKALB COUNTY FINES	559	500.00	458	401	58
01-00-4620	KANE COUNTY FINES	845	1,000.00	917	291	625
01-00-4625	ORDINANCE VIOLATION FINES	2,250	2,000.00	1,833	450	1,383
01-00-4800	INTEREST INCOME	299	100.00	92	2,615	(2,524)
01-00-4900	OTHER INCOME	1,531	100.00	92	1,764	(1,672)
01-00-4910	REIMBURSEMENT INCOME	7,832	4,000.00	3,667	5,519	(1,852)
** TOTAL GENERAL FUND REVENUE		646,937	668,297	620,740	594,746	25,993
10 - ADMINISTRATION & FINANCE EXPENDITURES						
01-10-5010	WAGES - FINANCE	42,584	51,629	47,327	43,108	4,219
01-10-5010.01	WAGES - REIMBURSED (POLICE)	273	-	-	165	(165)
01-10-5010.02	WAGES - FUN FEST (POLICE)	2,110	3,000	3,000	2,980	20
01-10-5010.03	WAGES - FUN FEST (PUBLIC WORKS)	914	1,000	1,000	936	64
01-10-5011	SALARIES - VILLAGE BOARD	18,600	19,600	-	200	(200)
01-10-5012	STATE UNEMPLOYMENT TAX	3,281	4,000	3,000	539	2,461
01-10-5020	SOCIAL SECURITY EXPENSE	4,653	5,449	3,620	3,462	159
01-10-5020.01	SOCIAL SECURITY EXPENSE - REIMBURSED	11	-	-	-	-
01-10-5100	GENERAL SUPPLIES	60	-	-	-	-
01-10-5120	POSTAGE	1,800	2,500	2,292	1,936	356
01-10-5150	ANIMAL TAG EXPENSE	70	100	-	73	(73)
01-10-5160	COPIER & POSTAGE MACHINE LEASE	3,397	3,441	3,154	3,213	(59)
01-10-5200	OFFICE SUPPLIES	6,851	6,000	5,500	6,515	(1,015)
01-10-5320	ENGINEERING SERVICES	7,383	5,000	4,583	3,783	801
01-10-5330	LEGAL SERVICES	17,552	20,000	18,333	20,405	(2,071)
01-10-5350	AUDIT EXPENSE	12,510	12,160	12,160	12,160	-
01-10-5390	OTHER PROFESSIONAL SERVICES	9,170	12,500	11,458	19,976	(8,518)
01-10-5400	GARBAGE COLLECTION EXPENSE	119,513	123,385	102,378	102,087	290
01-10-5500	INSURANCE EXPENSE	42,502	44,000	44,000	44,066	(66)
01-10-5550	SOFTWARE EXPENSE	263	250	229	-	229
01-10-5570	DUES AND MEMBERSHIPS	5,496	5,000	4,583	7,646	(3,063)
01-10-5700	TELEPHONE	3,382	3,500	3,208	4,481	(1,273)
01-10-5900	OTHER EXPENSES	9,696	5,000	4,583	4,013	570
01-10-5900.01	FUN FEST EXPENSES	-	-	-	600	(600)
01-10-5910	EMERGENCY NOTIFICATION SYSTEM	1,380	900	900	880	20
01-10-5920	CONFERENCES	1,588	2,000	1,833	2,310	(477)
01-10-5599	TRANSFER TO OTHER FUNDS	-	5,000	5,000	5,000	-
01-10-8210	COMPUTERS	-	-	-	2,368	(2,368)
** TOTAL ADMINISTRATION & FINANCE		315,037	335,414	282,142	292,901	(10,759)

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20 - PARKS & GROUNDS EXPENDITURES						
01-20-5010	WAGES	27,914	28,569	26,188	24,964	1,225
01-20-5020	SOCIAL SECURITY EXPENSE	2,451	2,488	2,281	2,294	(13)
01-20-5030	PENSION EXPENSE	1,272	1,301	1,193	1,200	(7)
01-20-5040	EMPLOYEE MEDICAL INSURANCE	3,975	3,960	3,630	3,503	127
01-20-5250	GASOLINE & FUEL	982	2,000	1,833	644	1,190
01-20-5600	MAINTENANCE & REPAIR	6,681	10,000	9,167	1,915	7,252
01-20-5730	UTILITIES	708	1,500	1,375	744	631
01-20-5900	OTHER EXPENSE	475	750	688	316	372
** TOTAL PARKS & GROUNDS		44,459	50,569	46,354	35,579	10,774
30 - POLICE DEPARTMENT EXPENDITURES						
01-30-5010	WAGES - CHIEF	55,392	54,674	50,118	52,599	(2,481)
01-30-5015	WAGES - PATROL OFFICERS	63,902	63,747	58,435	52,635	5,800
01-30-5016	WAGES - TRAINING	1,719	5,361	4,914	3,975	939
01-30-5017	WAGES - INVESTIGATION	-	1,509	1,383	-	1,383
01-30-5018	WAGES - SERGEANT	27,476	29,719	27,242	22,812	4,430
01-30-5020	SOCIAL SECURITY EXPENSE	11,864	12,317	11,291	11,235	56
01-30-5030	PENSION EXPENSE	2,372	2,427	2,225	2,235	(10)
01-30-5040	EMPLOYEE MEDICAL INSURANCE	6,023	6,000	5,500	5,538	(38)
01-30-5100	GENERAL SUPPLIES	3,730	4,000	3,667	3,243	424
01-30-5250	GASOLINE & FUEL	5,512	9,500	8,708	4,973	3,736
01-30-5300	UNIFORM EXPENSE	2,047	4,000	3,667	3,193	473
01-30-5330	LEGAL SERVICES	-	1,000	917	44	873
01-30-5560	TRAINING	1,630	2,000	2,000	743	1,257
01-30-5570	DUES & MEMBERSHIPS	446	1,000	1,000	1,274	(274)
01-30-5600	MAINTENANCE & REPAIR	10,409	10,000	9,167	3,799	5,367
01-30-5700	TELEPHONE	3,237	5,000	4,583	3,504	1,079
01-30-5750	COMMUNICATIONS	10,851	12,000	12,000	11,438	562
01-30-5900	OTHER EXPENSE	4,677	2,000	1,833	1,816	17
01-30-8400	VEHICLES	5,303	-	-	-	-
** TOTAL POLICE DEPARTMENT		216,590	226,254	208,649	185,057	23,592
40 - CIVIC CENTER EXPENDITURES						
01-40-5100	GENERAL SUPPLIES	647	1,500	1,375	769	606
01-40-5600	MAINTENANCE & REPAIR	37,704	15,000	13,750	8,290	5,460
01-40-5730	UTILITIES	5,928	12,000	11,000	5,136	5,864
01-40-5900	OTHER EXPENSE	820	700	642	50	592
** TOTAL CIVIC CENTER		45,098	29,200	26,767	14,245	12,522
50 - STREET DEPARTMENT EXPENDITURES						
01-50-5010	WAGES	28,176	30,569	28,022	24,963	3,058
01-50-5020	SOCIAL SECURITY EXPENSE	2,471	2,641	2,421	2,294	127
01-50-5030	PENSION EXPENSE	1,272	1,301	1,193	1,200	(7)
01-50-5040	EMPLOYEE MEDICAL INSURANCE	3,975	3,960	3,630	3,503	127
01-50-5100	GENERAL SUPPLIES	-	1,000	917	-	917
01-50-5175	ROAD SALT	3,451	8,000	8,000	2,585	5,415
01-50-5250	GASOLINE & FUEL	1,370	4,000	3,667	1,274	2,393
01-50-5320	ENGINEERING	-	2,500	2,292	-	2,292
01-50-5390	OTHER PROFESSIONAL SERVICES	-	500	458	219	239
01-50-5600	MAINTENANCE & REPAIR	4,176	10,000	9,167	5,143	4,024
01-50-5620	STREET MAINTENANCE	8,133	12,000	11,000	4,839	6,161
01-50-5621	TREE MAINTENANCE	8,159	7,500	6,875	4,550	2,325
01-50-5622	STREET SIGN INSTALLATION	-	2,000	1,833	-	1,833
01-50-5730	UTILITIES	12,661	12,000	11,000	9,774	1,226
01-50-5900	OTHER EXPENSE	502	500	458	285	173
01-50-8215	VEHICLE PURCHASE	42,718	-	-	-	-
** TOTAL STREET DEPARTMENT		117,065	98,472	90,931	60,630	30,301
TOTAL GENERAL FUND REVENUES		646,937	668,297	620,740	594,746	25,993
TOTAL GENERAL FUND EXPENDITURES		738,248	739,909	654,843	588,412	66,431
GENERAL FUND NET INCOME/LOSS		(91,311)	(71,612)	(34,103)	6,334	(40,438)

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12 - UTILITY TAX FUND						
REVENUES						
12-00-4140.10	TELECOMMUNICATIONS TAX	29,656	30,000	27,500	22,520	4,980
12-00-4140.30	COM ED - UTILITY TAX	30,600	30,000	27,500	26,044	1,456
12-00-4140.40	NICOR GAS - UTILITY TAX	12,964	12,000	11,000	11,670	(670)
12-00-4746	POLICE GRANTS	645	-	-	9,085	(9,085)
12-00-4800	INTEREST INCOME	465	500	458	630	(171)
12-00-4992	TRANSFER FROM GENERAL FUND	-	5,000	5,000	5,000	-
12-00-4996	TRANSFER FROM TIF FUND	2,802	-	-	-	-
	** TOTAL REVENUE	77,132	77,500	71,458	74,949	(3,490)
EXPENDITURES						
12-00-5992	TRANSFER TO WATER & SEWER FUND	59,000	59,000	59,000	59,000	-
12-00-5993	TRANSFER TO WATER IMPROVEMENT	11,667	11,778	11,778	11,778	-
12-00-8102	CIVIC CENTER IMPROVEMENTS	-	30,000	30,000	24,025	5,975
12-00-8413	POLICE GRANT PURCHASES	838	-	-	4,976	(4,976)
12-00-8419	PARK TUCKPOINTING	-	-	-	5,975	(5,975)
	** TOTAL EXPENDITURES	71,505	100,778	100,778	105,754	(4,976)
	UTILITY TAX FUND NET INCOME/LOSS	5,627	(23,278)	(29,320)	(30,805)	1,485
13 - TIF DISTRICT FUND						
REVENUES						
13-00-4110	TIF TAX - DEKALB CO.	4,855	4,500	4,500	6,493	(1,993)
13-00-4120	TIF TAX - KANE CO.	4,089	4,000	4,000	31,397	(27,397)
13-00-4994	TRANSFER FROM UTILITY TAX FUND	-	-	-	-	-
	** TOTAL REVENUE	8,945	8,500	8,500	37,890	(29,390)
EXPENDITURES						
13-00-5999	TRANSFER TO UTILITY TAX FUND	2,802	-	-	-	-
13-00-8417	ESTABLISHMENT OF TIF DISTRICT	6,143	7,000	5,250	5,533	(283)
	** TOTAL EXPENDITURES	8,945	7,000	5,250	5,533	(283)
	ROAD & BRIDGE FUND NET INCOME/LOSS	-	1,500	3,250	32,357	(29,107)
15 - ROAD & BRIDGE FUND						
REVENUES						
15-00-4100	VEHICLE LICENSE FEES	20,975	20,000	20,000	20,755	(755)
15-00-4110	REAL ESTATE TAX-DEKALB COUNTY	2,929	2,929	2,929	3,023	(94)
15-00-4120	REAL ESTATE TAX-KANE COUNTY	19,158	19,158	19,158	19,374	(216)
15-00-4260	VIRGIL TWSP. REPLACE. TAX	302	250	229	270	(41)
15-00-4800	INTEREST INCOME	61	200	183	-	183
	** TOTAL REVENUE	43,425	42,537	42,500	43,422	(922)
EXPENDITURES						
15-00-5100	GENERAL SUPPLIES	319	500	-	319	(319)
15-00-5320	ENGINEERING SERVICES	20,560	-	-	2,295	(2,295)
15-00-5620	STREET MAINTENANCE	35,145	55,000	55,000	42,477	12,523
	** TOTAL EXPENDITURES	56,024	55,500	55,000	45,091	9,909
	ROAD & BRIDGE FUND NET INCOME/LOSS	(12,599)	(12,963)	(12,500)	(1,670)	(10,831)

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19 - MOTOR FUEL TAX FUND						
REVENUES						
19-00-4290	STATE OF IL-MOTOR FUEL TAX	33,508	33,929	31,102	28,099	3,003
19-00-4800	INTEREST INCOME	52	50	46	192	(147)
	** TOTAL REVENUE	33,561	33,979	31,147	28,291	2,856
EXPENDITURES						
19-00-5200	STREET IMPROVEMENTS	166,703	-	-	-	-
19-00-5320	ENGINEERING SERVICES	3,015	-	-	-	-
	** TOTAL EXPENDITURES	169,718	-	-	-	-
	MOTOR FUEL TAX FUND NET INCOME/LOSS	(136,157)	33,979	31,147	28,291	2,856

28 - DEVELOPER ESCROW FUND

REVENUES						
28-00-4935	RECAPTURE RECEIPTS	6,732	-	-	-	-
28-00-4936	DEVELOPER RECEIPTS	16,219	10,000	-	-	-
	** TOTAL REVENUE	22,951	10,000	-	-	-
EXPENDITURES						
28-00-5310	RECAPTURE PAYMENTS	6,732	-	-	-	-
28-00-5320	DEVELOPER LEGAL EXPENDITURES	481	5,000	-	-	-
28-00-5330	DEVELOPER ENGINEERING & ADMIN	15,738	5,000	-	-	-
	** TOTAL EXPENDITURES	22,951	10,000	-	-	-
	DEVELOPER ESCROW FUND NET INCOME/LOSS:	-	-	-	-	-

52 - WATER & SEWER FUND

REVENUES						
52-00-4170	WATER REVENUE	174,606	175,000	145,833	152,357	(6,524)
52-00-4171	ALLOCATION OF WATER REVENUE	(12,283)	(13,000)	(10,833)	(10,505)	(329)
52-00-4180	SEWER REVENUE	169,943	170,000	141,667	148,075	(6,409)
52-00-4181	ALLOCATION OF SEWER REVENUE	(12,140)	(13,000)	(10,833)	(10,386)	(448)
52-00-4190	PENALTIES	6,192	5,500	4,583	5,278	(695)
52-00-4200	TURN ON/OFF REVENUE	350	500	458	650	(192)
52-00-4200.02	SQUIRE'S CROSSING - TURN ON/OFF REVENUE	-	-	-	200	(200)
52-00-4200.03	HERITAGE HILLS - TURN ON/OFF REVENUE	100	-	-	500	(500)
52-00-4300.02	METER FEES - SQUIRE'S CROSSING	-	-	-	688	(688)
52-00-4300.03	METER FEES - HERITAGE HILLS	356	-	-	1,782	(1,782)
52-00-4460.02	SEWER INSPECT - SQUIRE'S CROSSING	-	-	-	400	(400)
52-00-4460.03	SEWER INSPECT - HERITAGE HILLS	200	-	-	1,000	(1,000)
52-00-4800	INTEREST INCOME	241	200	183	15	168
52-00-4900	OTHER REVENUE	231	200	183	154	29
52-00-4994	TRANSFER FROM UTILITY TAX	59,000	59,000	59,000	59,000	-
	** TOTAL REVENUE	386,796	384,400	330,241	349,209	(18,967)

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10 - WATER DIVISION EXPENDITURES					
52-10-5010 WAGES	37,623	35,457	32,502	20,717	11,785
52-10-5020 SOCIAL SECURITY EXPENSE	3,052	2,869	2,630	1,821	809
52-10-5030 PENSION EXPENSE	656	670	614	618	(4)
52-10-5040 EMPLOYEE MEDICAL INSURANCE	2,048	2,040	1,870	1,805	65
52-10-5100 GENERAL SUPPLIES	948	400	367	98	268
52-10-5105 METERS	-	-	-	1,415	(1,415)
52-10-5110 CHEMICALS	15,821	15,000	13,750	10,481	3,269
52-10-5120 POSTAGE	671	2,000	1,833	765	1,069
52-10-5250 GASOLINE & FUEL	1,392	2,000	1,833	1,090	743
52-10-5320 ENGINEERING	-	2,500	2,292	170	2,122
52-10-5330 LEGAL EXPENSE	-	500	458	153	305
52-10-5335 TEST EXPENSE	2,482	3,000	2,750	1,615	1,135
52-10-5375 ADMINISTRATIVE SERVICE CHARGE	17,604	16,250	14,896	14,916	(20)
52-10-5390 OTHER PROFESSIONAL SERVICES	2,290	500	458	12,350	(11,892)
52-10-5550 SOFTWARE EXPENSE	809	850	850	947	(97)
52-10-5570 DUES AND MEMBERSHIPS	359	850	850	-	850
52-10-5600 MAINTENANCE & REPAIR	7,174	10,000	9,167	4,991	4,175
52-10-5700 TELEPHONE	557	600	550	585	(35)
52-10-5730 UTILITIES	16,665	18,000	16,500	13,127	3,373
52-10-5740 JULIE LOCATES	105	250	250	88	162
52-10-5870 IEPA LOAN - PRINCIPAL	48,085	49,380	49,380	49,380	-
52-10-5880 IEPA LOAN - INTEREST	10,820	9,700	9,700	9,700	-
52-10-5886 IEPA LOAN - WATERMAIN	24,747	25,319	25,319	12,731	12,587
52-10-5888 IEPA LOAN - WATERMAIN	12,103	11,786	11,786	5,821	5,965
52-10-5900 OTHER EXPENSE	260	500	458	358	100
52-10-5999 TRANSFER TO WATER IMPROVEMENT	30,000	-	-	-	-
** TOTAL WATER EXPENDITURES	236,270	210,421	201,063	165,742	35,321
20 - SEWER DIVISION EXPENDITURES					
52-20-5010 WAGES	36,787	39,861	36,539	17,792	18,747
52-20-5020 SOCIAL SECURITY EXPENSE	3,025	3,205	2,938	1,574	1,364
52-20-5030 PENSION EXPENSE	656	670	614	618	(4)
52-20-5040 EMPLOYEE MEDICAL INSURANCE	2,048	2,040	1,870	1,805	65
52-20-5100 GENERAL SUPPLIES	121	500	458	98	360
52-20-5110 CHEMICALS	-	250	229	-	229
52-20-5120 POSTAGE	671	600	550	547	3
52-20-5250 GASOLINE & FUEL	541	1,000	917	424	493
52-20-5320 ENGINEERING	-	1,500	1,375	-	1,375
52-20-5330 LEGAL EXPENSE	-	500	458	66	393
52-20-5335 TEST EXPENSE	1,542	1,600	1,467	2,115	(648)
52-20-5375 ADMINISTRATIVE SERVICE CHARGE	14,896	16,250	14,896	14,916	(20)
52-20-5390 OTHER PROFESSIONAL SERVICES	375	-	-	12,250	(12,250)
52-20-5400 PERMIT EXPENSE	2,500	2,500	2,500	2,500	-
52-20-5550 SOFTWARE EXPENSE	809	850	850	947	(97)
52-20-5600 MAINTENANCE & REPAIR	6,202	10,000	9,167	19	9,148
52-20-5700 TELEPHONE	1,067	1,200	1,100	1,106	(6)
52-20-5730 UTILITIES	11,108	11,000	10,083	10,660	(576)
52-20-5740 JULIE LOCATES	105	250	250	88	162
52-20-5870 IEPA LOAN - PRINCIPAL	54,620	56,196	56,196	28,298	27,898
52-20-5880 IEPA LOAN - INTEREST	4,559	3,713	3,713	1,657	2,056
52-20-5900 OTHER EXPENSE	123	200	183	128	55
** TOTAL SEWER EXPENDITURES	141,754	153,885	146,353	97,605	48,747
TOTAL WATER & SEWER FUND EXPENDITURES	378,024	364,306	347,416	263,347	84,068
WATER & SEWER FUND NET INCOME/LOSS	8,772	20,094	(17,174)	85,862	(103,036)

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54 - WATER IMPROVEMENT ACCOUNT						
REVENUES						
54-00-4171	ALLOCATION OF WATER REVENUE	12,283	13,000	10,833	10,505	329
54-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	-	-	-	6,117	(6,117)
54-00-4650.03	IMPACT FEES - HERITAGE HILLS	-	-	-	10,233	(10,233)
54-00-4800	INTEREST INCOME	71	50	46	-	46
54-00-4994	TRANSFER FROM UTILITY TAX FUND	11,667	11,778	11,778	11,778	-
54-00-4999	TRANSFER FROM WATER FUND	30,000	-	-	-	-
	** TOTAL REVENUE	54,021	24,828	22,657	38,632	(15,975)
EXPENDITURES						
54-00-5600	WATERMAIN REPAIRS	4,880	-	-	-	-
54-00-8205	WATERMAIN LOAN PAYMENT - PRINCIPAL	9,948	10,256	10,256	10,256	-
54-00-8207	WATERMAIN LOAN PAYMENT - INTEREST	1,647	1,522	1,522	1,522	-
54-00-8210	CAMERA SYSTEM	-	-	-	8,517	(8,517)
	** TOTAL EXPENDITURES	16,474	11,778	11,778	20,295	(8,517)
	WATER IMPROVEMENT NET INCOME/LOSS	37,546	13,050	10,879	18,337	(7,458)
56 -SEWER IMPROVEMENT ACCOUNT						
REVENUES						
56-00-4181	ALLOCATION OF SEWER REVENUE	12,140	13,000	10,833	10,386	448
56-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	-	-	-	6,867	(6,867)
56-00-4650.03	IMPACT FEES - HERITAGE HILLS	-	-	-	10,233	(10,233)
56-00-4800	INTEREST INCOME	246	125	115	86	29
	** TOTAL REVENUE	12,386	13,125	10,948	27,571	(16,623)
EXPENDITURES						
56-00-8210	CAMERA SYSTEM	-	-	-	2,929	(2,929)
	** TOTAL EXPENDITURES	-	-	-	2,929	(2,929)
	SEWER IMPROVEMENT NET INCOME/LOSS	12,386	13,125	10,948	24,641	(13,694)
70 - SCHOOL LAND CASH FUND						
REVENUES						
70-00-4100.02	SCHOOL CONTRIBUTION - SQUIRE'S CROSSING	-	-	-	6,400	(6,400)
70-00-4100.03	SCHOOL CONTRIBUTION - HERITAGE HILLS	2,200	-	-	11,000	(11,000)
70-00-4100.99	SCHOOL CONTRIBUTIONS RECLASSIFIED	(2,200)	-	-	-	-
	** TOTAL REVENUE	-	-	-	17,400	(17,400)
EXPENDITURES						
70-00-5930	PAYMENT TO SCHOOLS	-	-	-	13,200	(13,200)
	** TOTAL EXPENDITURES	-	-	-	13,200	(13,200)
	SCHOOL LAND CASH NET INCOME/LOSS	-	-	-	4,200	(4,200)
GRAND TOTALS						
	GRAND TOTAL REVENUE	1,286,154	1,263,167	1,138,191	1,212,109	(73,918)
	GRAND TOTAL EXPENSES	1,461,890	1,289,271	1,175,065	1,044,562	130,503
	GRAND TOTAL NET INCOME / LOSS	(175,736)	(26,105)	(36,873)	167,548	(204,421)

Estimated Fund Balance
through March 31, 2017

	Beginning Balance	Revenues	Expenditures	Ending Balance	Est Balance Budget	Better/(Worse)
General Fund	\$182,822	\$594,746	\$588,412	\$189,156	\$155,323	\$33,833
Other Funds:						
Utility Tax Fund	532,384	74,949	105,754	501,579	505,442	(3,863)
TIF District Fund	-	37,890	5,533	32,357	3,527	28,830
Road & Bridge Fund	38,210	43,422	45,091	36,541	25,296	11,245
Motor Fuel Tax Fund	39,771	28,291	-	68,062	79,521	(11,459)
Totals	610,365	184,552	156,378	638,539	613,786	24,753
Water & Sewer Funds						
Water & Sewer Operating Fund	241,187	349,209	263,347	327,049	266,371	60,678
Water Improvement Fund	107,572	38,632	20,295	125,909	120,796	5,113
Sewer Improvement Fund	237,666	27,571	2,929	262,308	250,949	11,359
Totals	586,425	415,412	286,571	715,266	638,116	77,150
Village Totals	\$1,379,612	\$1,194,710	\$1,031,361	\$1,542,961	\$1,407,225	\$135,736

Estimated Cash Balances for March 31, 2017

	02/28/17 Balance	Misc	Transfers & Deposits	Manual Checks and Tax Pymts	Payroll	03/31/17 Check Run	Estimated 03/31/17 Balance	
Old Second Checking	83,998.49	(542.10)	74,478.45	(3,920.59)	(26,249.63)	(69,733.09)	58,031.53	N/A
First Midwest	245,697.66						245,697.66	0.03%
TIF Funds	32,356.51		4,546.97				36,903.48	N/A
Illinois Funds	925,577.78						925,577.78	N/A
CD	250,000.00						250,000.00	0.12%
	1,537,630.44	(542.10)	79,025.42	(3,920.59)	(26,249.63)	(69,733.09)	1,516,210.45	

VILLAGE OF MAPLE PARK
Escrow Accounts – 03/31/17

Developer	Date Established	Plan Stage	Account Number	Balance 02/28/17	-----Current Period Transactions----- Deposits Adjustments Charges	Balance 03/31/17	to stay above	Required Balance	Amount Due	Spent to date Engineering Legal / Other	Notes		
Turnstone Group LLC (Squire's)	12/19/02	Under Construction	28-00-2200.02	15,751.42		(850.00)	14,901.42	10,000.00	25,000.00	-	123,629.86	12,382.60	-
Paydon (North Coast Divpt)	07/10/02	Preliminary Plat Submitted	28-00-2200.05	294.28			294.28	10,000.00	25,000.00	24,705.72	46,028.52	10,312.50	1
Grand Pointe	05/06/05	Annexation Agreement Approved	28-00-2200.07	(35,937.25)			(35,937.25)	2,500.00	7,500.00	43,437.25	67,755.99	105,086.77	2
Billy Olsen	02/08/08		28-00-2200.16	(2,130.10)			(2,130.10)	2,500.00	5,000.00	7,130.10	5,625.10	6,505.00	3
Maple Park Development, LLC	02/26/08		28-00-2200.17	7,460.00			7,460.00	2,500.00	7,500.00	-	5,025.00	21,939.50	-
Basic Bros.	04/08/08		28-00-2200.18	3,318.68			3,318.68	2,500.00	7,500.00	-	3,761.32	420.00	-
James McWehly	11/09/11		28-00-2200.20	10,000.00			10,000.00	2,500.00	7,500.00	-	0.00	0.00	-
REO Funding Solutions	07/01/14	Cash Deposit - Completion date 06/30/17	28-00-2200.21	116,875.00			116,875.00			-	0.00	0.00	-
Totals				\$ 115,632.03	\$ -	\$ -	\$ (850.00)	\$ 114,782.03	\$ 75,273.07	\$ 251,825.79	\$ 156,646.37		

Notes:

1. On Red Light List as of 09/21/07
2. On Red Light List as of 09/28/07
3. On Red Light List as of 06/26/08

Balance Required by Ordinance

\$7,500 - Preapplication
\$7,500 - Concept Review
\$25,000 - Prelim Plat
\$25,000 - Final Plat

Replenish if under \$2,500
Replenish if under \$2,500
Replenish if under \$10,000
Replenish if under \$10,000

Village of Maple Park
Water & Sewer Departments
As of February 28, 2017

Water Pumped to Billed Statistics

Months	Gallons Pumped	Gallons Billed	% Pumped to Billed	Target* % Pump to Billed	% Variance
January / February 2017 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Fire Department	5,150.40 (16.64) (184.00) (15.20) (20.00) 4,914.57				
		3,953.50	80.44%	90.00%	-9.56%
November / December 2016 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Tank Manual Refill	5,105.00 (16.21) (267.30) (15.20) (1.00) 4,805.29				
		4,090.00	85.11%	90.00%	-4.89%
September / October 2016 -Civic Center Use -Back Wash Usage -Chlorine Monitor	4,825.00 (16.01) (173.80) (15.20) 4,620.00				
		3,935.50	85.18%	90.00%	-4.82%
July / August 2016 -Civic Center Use -Back Wash Usage -Hydrant Flushing	5,744.50 (8.23) (214.80) (75.00) 5,446.47				
		4,557.02	83.67%	90.00%	-6.33%
May / June 2016 -Civic Center Use -Back Wash Usage -Hydrant Flushing	5,443.00 (8.23) (200.40) (125.00) 5,109.37				
		4,473.50	87.55%	90.00%	-2.45%
March / April 2016 -Civic Center Use -Back Wash Usage	4,978.00 (14.69) (365.20) 4,598.11				
		3,745.00	81.45%	90.00%	-8.55%
January / February 2016 -Civic Center Use -Back Wash Usage	5,200.70 (16.98) (184.00) 4,999.72				
		4,084.60	81.70%	90.00%	-8.30%
November / December 2015 -Civic Center Use -Back Wash Usage -Hydrant Flushing	4,747.00 (14.46) (180.90) (20.00) 4,531.64				
		4,093.00	90.32%	90.00%	0.32%
September / October 2015 -Civic Center Use -Back Wash Usage	4,617.00 (12.71) (175.00) 4,429.30				
		4,070.00	91.89%	90.00%	1.89%
July / August 2015 -Civic Center Use -Back Wash Usage	5,211.00 (10.22) (270.00) 4,930.79				
		4,099.25	83.14%	90.00%	-6.86%
May / June 2015 -Civic Center Use -Back Wash Usage -Hydrant Flushing - 06/16/15 -Fire Department - 05/17/15	5,745.00 (9.95) (122.00) (30.00) (0.25) 5,582.81				
		4,473.14	80.12%	90.00%	-9.88%
March / April 2015 -Civic Center Use -Back Wash Usage -Fire Department	5,445.00 (11.81) (103.00) (11.50) 5,318.69				
		3,870.80	72.78%	90.00%	-17.22%

*Target of 90% - Illinois Water Association Goal to maintain

**VILLAGE OF MAPLE PARK
KANE AND DEKALB COUNTIES, ILLINOIS**

ORDINANCE NO. 2017-04

**AUTHORIZING AGGREGATION
OF ELECTRICAL LOAD**

**ADOPTED BY
THE BOARD OF TRUSTEES
OF THE
VILLAGE OF MAPLE PARK, ILLINOIS**

ORDINANCE NO. 2017-04

AN ORDINANCE AUTHORIZING AGGREGATION OF ELECTRICAL LOAD

Recitals

1. The Illinois Power Agency Act, Chapter 20, Illinois Compiled Statutes, Act 3855, added Section 1-92 entitled Aggregation of Electrical Load by Municipalities and Counties (hereinafter referred to as the "Act").

2. Under the Act, the Village may operate the aggregation program under the Act as an opt-out program for residential and small commercial retail customers, if a referendum is passed by a majority vote of the residents pursuant to the requirements under the Act.

3. The Village submitted the question in a referendum on March 20, 2012, and a majority of the electors voting on the question voted in the affirmative.

4. The corporate authorities hereby find that it is in the best interest of the Village to operate the aggregation program under the act as an opt-out program and to implement the program according to the terms of the Act.

5. The Act requires that prior to the implementation of an opt-out electrical aggregation program by the Village; the Village must adopt an electrical power aggregation plan of operation and governance and hold not less than two (2) public hearings.

6. The Village held the required Public Hearings for the Electric Power Aggregation Plan of Operation and Governance on April 17, 2012 and May 1, 2012 and provided the required public notice.

BE IT ORDAINED BY THE VILLAGE PRESIDENT AND BOARD OF TRUSTEES OF THE VILLAGE OF MAPLE PARK, DEKALB AND KANE COUNTY, ILLINOIS, AS FOLLOWS:

Section One: The Corporate Authorities of the Village find that the recitals set forth above are true and correct.

Section Two: The Corporate Authorities of the Village find and determine that it is in the best interest of the Village to operate the electric aggregation program under the Act as an opt-out program.

Section Three:

A. The Corporate Authorities of the Village hereby are authorized to aggregate in accordance with the terms of the Act residential and small commercial retail electrical loads located within the corporate limits of the Village, and for that purpose may solicit bids and enter into service agreements to facilitate for those loads the sale and purchase of electricity and related services and equipment.

B. The Corporate Authorities of the Village are granted the authority to exercise such authority jointly with any other municipality or county and, in combination with two or more municipalities or counties, may initiate a process jointly to authorize aggregation by a majority vote of each particular municipality or county as required by the Act.

C. The Aggregation Program for the Village shall operate as an opt-out program for residential and small commercial retail customers with a single rate for all customer classes.

D. The Aggregation Program shall be approved by a majority of the members of the Corporate Authority of the Village.

E. The Corporate Authorities of the Village with the assistance from the Illinois Power Agency and Progressive Energy Group have develop a plan of operation and governance for the Aggregation Program and have conducted such public hearings and provide such public notice as required under the Act. The Load Aggregation Plan shall provide for universal access to all applicable residential customers and equitable treatment of applicable residential customers, shall describe demand management and energy efficiency services to be provided to each class of customers and shall meet any requirements established by law concerning aggregated service offered pursuant to the Act.

F. As an opt-out program, the Corporate Authorities of the Village shall fully inform residential and small commercial retail customers in advance that they have the right to opt-out of the Aggregation Program. The disclosure and information provided to the customers shall comply with the requirements of the Act.

G. The electric aggregation shall occur automatically for each person owning, occupying, controlling, or using an electrical load center proposed to be aggregated in the corporate limits of the Village, subject to a right to opt-out of the program as described under this ordinance and the Act.

H. The Corporate Authorities hereby grant the Village President or her designee in writing the specific authority to execute a contract without further action by the Corporate Authorities and with the authority to bind the Village with the following limitations:

- A term no longer than 36 months.
- Winning electric supplier must offer price match guarantee against ComEd's "price to compare" which is published on Illinois Commerce Commission website www.pluginillinois.org for the entire length of the contract term.
- Winning electric supplier must utilize ComEd as the billing/invoicing agent.
- The contract contains no early termination fees.
- Village is to be reimbursed for ComEd program fees and legal fees.

Section Four: This ordinance shall be in full force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED by the President and the Board of Trustees of the Village of Maple Park, DeKalb County, Illinois, on the _____ day of _____, 2017, and deposited and filed in the office of the Village Clerk in said Village on that date pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED by the President of the Village of Maple Park, Illinois, this _____ day of _____, 2017.

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

DRAFT

STATE OF ILLINOIS)
) SS
COUNTIES OF DEKALB AND KANE)

I further certify that on the _____ day of _____, 2017, the Board of Trustees of the Village of Maple Park passed and approved Ordinance 2017-04, entitled “AN ORDINANCE AUTHORIZING AGGREGATION OF ELECTRICAL LOAD.”

The pamphlet form of Ordinance 2017-04 was posted in the Village Hall, commencing on March 31, 2017. Copies of the Ordinance were also available for public inspection upon request in the office of the Village Clerk.

Dated at Maple Park, Illinois, this _____ day of _____, 2017.

VILLAGE OF MAPLE PARK

ORDINANCE NO. 2017-05

**AN ORDINANCE AMENDING TITLE 10, "BUILDING AND CONSTRUCTION
REGULATIONS," CHAPTER 1, "BUILDING AND CONSTRUCTION CODES,"
ARTICLE D, "PLUMBING CODES AND REGULATIONS," SECTION 4,
"INSPECTION."**

DRAFT

**ADOPTED BY
THE BOARD OF TRUSTEES
OF THE
VILLAGE OF MAPLE PARK**

**Published in pamphlet form by authority of the Board of Trustees of the Village of Maple
Park, Kane and DeKalb Counties, Illinois, this ____ day of _____, 2017.**

ORDINANCE 2017-01

AN ORDINANCE AMENDING TITLE 10, "BUILDING AND CONSTRUCTION REGULATIONS," CHAPTER 1, "BUILDING AND CONSTRUCTION CODES," ARTICLE D, "PLUMBING CODES AND REGULATIONS," SECTION 4, "INSPECTION."

WHEREAS, the Village of Maple Park has undertaken a review of the existing State of Illinois plumbing code; and

WHEREAS, the Village Board believes an Inspector is needed for any plumbing projects in the Village of Maple Park;

BE IT HEREBY ORDAINED by the President and Board of Trustees of the Village of Maple Park, Illinois, as follows:

1) That Section 10-1D-4 of the Village Code be amended as follows:

10-1D-4: INSPECTION:

1. In all buildings hereafter erected, both public and private, and in all buildings already built or erected wherein any plumbing is hereafter installed or wherein any sewer or connection pipe shall be hereafter repaired or changed, except for minor repairs, on the sewer side of the trap, the drain, soil, rainwater and other pipe or pipes directly or indirectly connected into any drain, soil or waste pipe, and all traps shall be exposed for view for inspection and test by the building inspector, and shall not be covered until such test is made.
2. All buildings erected, both public and private shall be inspected by a state certified plumbing inspector at the cost of the permittee.

PASSED this ____ day of _____, 2017, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2017.

(SEAL)

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

VILLAGE OF MAPLE PARK

ORDINANCE NO. 2017-06

**AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION FOR THE
FISCAL YEAR BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018 IN
THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES,
ILLINOIS.**

DRAFT

**ADOPTED BY
THE BOARD OF TRUSTEES
OF THE
VILLAGE OF MAPLE PARK**

ORDINANCE 2017-06

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION FOR THE FISCAL YEAR BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018 IN THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS.

BE IT ORDAINED: by the President and Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois as follows:

That the Annual Budget document, a copy of which is attached hereto and made a part of this Ordinance having been placed on public display in accordance with State Statutes, is hereby adopted as the Budget for the Village of Maple Park for the fiscal year beginning May 1, 2017, and ending April 30, 2018.

PASSED this ____ day of _____, 2017, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2017.

Kathleen Curtis, Village President

(SEAL)

ATTEST:

Elizabeth Peerboom, CMC, Village Clerk

CLERK'S CERTIFICATE

STATE OF ILLINOIS)
)
) SS
COUNTIES OF DEKALB AND KANE)

I, Elizabeth Peerboom, certify that I am the duly appointed and acting Village Clerk of
Maple Park, DeKalb and Kane Counties, Illinois.

I further certify that on the _____ day of _____, 2017, the Board of Trustees of the Village of Maple Park passed and approved Ordinance 2017-06, entitled “AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION FOR THE FISCAL YEAR BEGINNING MAY 1, 2017, AND ENDING APRIL 30, 2018, IN THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS.”

The pamphlet form of Ordinance 2017-04 was posted in the Village Hall, commencing on _____, 2017. Copies of the Ordinance were also available for public inspection upon request in the office of the Village Clerk.

Dated at Maple Park, Illinois, this _____ day of _____, 2017.

Elizabeth Peerboom, CMC, Village Clerk

Liz Peerboom

From: Lucas Goucher [goucherlucas@gmail.com]
Sent: Tuesday, March 28, 2017 6:36 PM
To: Epeerboom@villageofmaplepark.com
Subject: Fwd: Inspection Service

Can you please print out copies for everyone?

Thanks

Luke

----- Forwarded message -----

From: Brian Herra <bherra@jrherra.com>
Date: Tue, Mar 28, 2017 at 6:33 PM
Subject: Inspection Service
To: goucherlucas@gmail.com <goucherlucas@gmail.com>

Thank you for the opportunity to provide you with plumbing inspections. Below are our fees for inspections and for plan review. In order for us to meet with demand we will have two different people available to do the inspections for you. Here are a list of the inspections I am anticipating you will need. Please correct if different. Each inspection will be \$ 150.00.

Sewer/Water

Underground

Rough in

Trim

And Plan Review.

The plan review fees will be:
\$ 10.00 per opening.

Let me know if you have any questions.

Once again thank you for reaching out to us to quote on provide plumbing inspections.

Brian M. Herra

President

J & R Herra, Inc

210 E North St.

Elburn, IL 60119

6303656266

www.jrherra.com

www.jrherrageothermal.com



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>

Administrative Policy 06

Subject: Travel Reimbursement Policy
Approved: April 4, 2017
Signed: _____
Kathleen Curtis, Village President
Applies to: All Employees/Officials

Travel Reimbursement Policy

- A. For purposes of this policy, "out of town travel" is travel exceeding 50 miles beyond the corporate limits of the Village.
- B. Out of town travel shall not be reimbursed without prior approval from the Village President and submission to the Village Accountant a Travel Expense Report (Attachment A) with detailed receipts and any other required information.
- C. Prior approval for out of town travel, if given, shall be granted for the following purposes only:
 - a. To meet continuing education requirements; and
 - b. To expand or enhance knowledge pertaining to the individual's field of expertise through National or State recognized associations; and
 - c. To perform any other official Village business.
- D. Prior to the out of town travel, the request must be submitted in writing to the Village President for approval. Except with respect to emergency situations or other extraordinary circumstances as determined by the Village President, no reimbursement shall be made for any out of town travel for which prior approval has not been given.
- E. Upon completion of approved out of town travel, reimbursement shall be made only upon submission of a Travel Expense Report (Appendix A) to the Village President along with detailed receipts and any other required information.
- F. Travel that, because of the short distance traveled, does not qualify as "out of town" travel under this policy shall be reimbursed upon submission of a Travel Expense Report (Appendix A) to the Village Accountant along with detailed receipts and any other required information. Prior approval shall not be required.

Meal Reimbursement

- A. Reimbursement is on an actual expense basis up to a maximum of \$30 per day and will be allowed for meals at meetings or formal training sessions that are held away from an individual's regular work place, regardless of travel status. Village business must be conducted at the meeting.
- B. Reimbursement for alcoholic beverages is prohibited.
- C. Gratuity should not exceed standard tipping rate of 15-20% of total food and beverage. Gratuity paid on purchasers of alcoholic beverages shall not be reimbursed
- D. If the cost of a meal is included in a registration fee and is separately identified, the individual cannot claim reimbursement for the identified meal.
- E. Meals will be reimbursed for the individual only with approval of the relevant Department Head. Approval of purchasing another person's meal will be considered only when there is a legitimate governmental purpose for doing so. (E.g., interview of a prospective employee.)

Lodging Reimbursement

- A. An individual must be away overnight from Maple Park in order to be eligible for reimbursement for lodging. Lodging will be reimbursed only if pre-approved by the Village President.
- B. Lodging reimbursement is on an actual expense basis, limited to the established maximum:
 - a. Itemized receipts are required for reimbursement of lodging.
 - b. Allowable lodging expenses include the basic lodging cost single room rate and any applicable taxes.
 - c. The place of lodging must be shown on the voucher.
 - d. If you do not use commercial lodging (i.e. stayed with relatives or friends), please note this on the voucher. No reimbursement will be allowed for noncommercial lodging.

Transportation Reimbursement Vehicles General Information

- A. When driving or using a Village vehicle on Village business, the individual must have a driver's license recognized as valid under Illinois law. This license must be in the individual's possession and all traffic laws must be followed while driving any vehicle for official business purposes.

Private Vehicles

- A. An individual driving his or her personal vehicle on Village business may claim reimbursement at the established IRS rate.
- B. When an individual reports directly to an approved training or meeting site, mileage will be reimbursed:
 - 1. The mileage between the "official work station" and the approved reporting site.

2. If an employee chooses to use a personal vehicle, the employee will provide proof of insurance to their supervisor.
3. Two or more individuals attending the same event over 30 miles away shall travel together where reasonably possible. Persons using Village vehicles and passengers in any vehicle are not eligible to claim mileage expenses.
4. Receipts are necessary for gas purchases made for a Village vehicle in order to claim reimbursement.

Public Transportation

- A. In the case of local training or official business where an employee or officer chooses to use public transportation, reimbursement for use of public transportation and parking for public transportation shall be the cost of the public transportation plus any mileage in accordance with this policy.

Rental Cars

- A. With respect to rental cars, the individual should attach the receipt to the Claim for expenses indicating who paid and how payment was made.
- B. No personal insurance (i.e. collision, liability) will be reimbursed.

Parking

- A. Parking fees at a hotel/motel or incidental to other travel will be reimbursed only with a receipt.

Transportation Reimbursement — Air & Other

- A. Reimbursement of transportation tickets will not exceed the cost of coach class or its equivalent. Travelers are encouraged to book flights at least thirty (30) days in advance to avoid premium airfare pricing.
- B. Advance payments of bookings will be made only if the following conditions are met:
 - a. Savings in travel costs will result by taking advantage of a discount offered by a commercial carrier for advance bookings;
 - b. A copy of any E-ticket, or email confirmation is provided to the Village Accountant.
- C. Air travel will be allowed at the discretion of the Village President.
- D. Companion tickets may not be purchased using Village-issued credit cards (?). If an individual is accompanying you on a Village approved trip, you must purchase airfare on your own credit card and then request reimbursement of the Village approved portion.

Miscellaneous Travel Expense Reimbursement

- A. The following expenses are considered as personal and are therefore non-reimbursable:

- a. Entertainment expenses, including but not limited to, video rental, shows, amusements, theaters, sporting events and other items of similar nature.
- b. Taxi fares, vehicle rental and other transportation costs to or from places of entertainment. In addition, transportation expenses between an individual's official residence and official workplace are not allowed.
- c. Costs of personal trip insurance and medical and hospital services.

B. The following items are prohibited expenses and not eligible for reimbursement:

- a. Meals or refreshments for internal Village meetings or events
 - i. For example – Staff meetings or holiday parties
- b. Gift cards or gift certificates
- c. Apparel for employees
- d. Parking tickets or moving violations
- e. Goods and services to avoid state bid processes
- f. Purchases of alcohol
- g. Payments to foreign persons
- h. Moving expenses for new officers or employees

Sales Tax

- A. The Village is exempt from paying sales tax. Present a copy of the Village's sales tax exemption letter when making purchases. Contact the Village Accountant to obtain a copy of the sales tax exemption letter.

Special Rules for Members of the Village Board

- A. Pursuant to Public Act 99-0604, any reimbursement made to a member of the Village Board under this Travel and Meal Reimbursement Policy, or otherwise, may only be approved by roll call vote at an open meeting of the Village Board.

Attachment - A
Village of Maple Park
Travel, Meal and Lodging Expense Reimbursement Form

1. Name of Official or Employee: _____
2. Title/Position of Official or Employee: _____
3. Name and date of the Activity/Event: _____
4. Check Number (if applicable): _____
5. Credit Card Receipt Number (if applicable): _____
6. Description of the purpose of the expense:

7. Was this training budgeted? ☐ Yes ☐ No

Reimbursement Expense (Actual Cost with receipts, if applicable)

1. Mileage: _____
2. Meals: _____
3. Parking: _____
4. Hotel/Lodging: _____
5. Car Rental: _____
6. Airfare: _____
7. Other transportation (bus, train, taxi, shuttle, etc.):

Employee/Officer's Signature

Date

Village President Signature

Date

Village Accountant Initials: _____

Public Act 099-0604

HB4379 Enrolled

LRB099 15813 AWJ 40122 b

AN ACT concerning local government.

**Be it enacted by the People of the State of Illinois,
represented in the General Assembly:**

Section 1. Short title. This Act may be cited as the Local Government Travel Expense Control Act.

Section 5. Definitions. As used in this Act:

"Entertainment" includes, but is not limited to, shows, amusements, theaters, circuses, sporting events, or any other place of public or private entertainment or amusement, unless ancillary to the purpose of the program or event.

"Local public agency" means a school district, community college district, or unit of local government other than a home rule unit.

"Travel" means any expenditure directly incident to official travel by employees and officers of a local public agency or by wards or charges of a local public agency involving reimbursement to travelers or direct payment to private agencies providing transportation or related services.

Section 10. Regulation of travel expenses. All local public agencies shall, by resolution or ordinance, regulate the reimbursement of all travel, meal, and lodging expenses of officers and employees, including, but not limited to: (1) the types of official business for which travel, meal, and lodging expenses are allowed; (2) maximum allowable reimbursement for travel, meal, and lodging expenses; and (3) a standardized form for submission of travel, meal, and lodging expenses supported by the minimum documentation required under Section 20 of this Act. The regulations may allow for approval of expenses that exceed the maximum allowable travel, meal, or lodging expenses because of emergency or other extraordinary circumstances. On and after 180 days after the effective date of this Act of the 99th General Assembly, no travel, meal, or lodging expense shall be approved or paid by a local public agency unless regulations have been adopted under this Section.

Section 15. Approval of expenses. On or after 60 days after the effective date of this Act of the 99th General Assembly, expenses for travel, meals, and lodging of: (1) any officer or employee that exceeds the maximum allowed under the regulations adopted under Section 10 of this Act; or (2) any member of the governing board or corporate authorities of the local public agency, may only be approved by roll call vote at an open meeting of the governing board or corporate authorities of the local public agency.

Section 20. Documentation of expenses. Before an expense for travel, meals, or lodging may be approved under Section 15

of this Act, the following minimum documentation must first be submitted, in writing, to the governing board or corporate authorities:

- (1) an estimate of the cost of travel, meals, or lodging if expenses have not been incurred or a receipt of the cost of the travel, meals, or lodging if the expenses have already been incurred;
- (2) the name of the individual who received or is requesting the travel, meal, or lodging expense;
- (3) the job title or office of the individual who received or is requesting the travel, meal, or lodging expense; and
- (4) the date or dates and nature of the official business in which the travel, meal, or lodging expense was or will be expended.

All documents and information submitted under this Section are public records subject to disclosure under the Freedom of Information Act.

Section 25. Entertainment expenses. No local public agency may reimburse any governing board member, employee, or officer for any entertainment expense.

Effective Date: 1/1/2017

Quote Expired

This quote has expired. It was valid through February 28, 2017. You can [request an updated quote](#) below in the 'Have Questions?' section.


www.cmjtech.net
815-899-2468

435 Borden Ave, PO Box 115, Sycamore, IL 60178

Quote CMJQ2288

Valid through February 28, 2017

Prepared For:

Village of Maple Park
 Cheryl Aldridge
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 302 Willow Street
 P.O. Box 220
 Maple Park, IL 60151
caldridge@villageofmaplepark.com



Prepared By:

Tim Davis
 Phone:
 Fax:
 Email: tim@cmjtech.net



For the full presentation proposal, [click here](#) to view or download the PDF version of this quote. You can sign and fax this in, or you can save time by simply electronically accepting this quote below.

Line Item Detail

QTY	Description	Picture	Unit Price	Ext Price
2	HP Business ProDesk 400 G2 Desktop - Intel Core i5 2.50 GHz - 8GB RAM - 256GB SSD - 6x USB Ports - Intel HD 530 Graphics - Windows 10 Pro 64-bit		\$739.00	\$1,478.00
4	HP Business 23" LED LCD Monitor - 1920 x 1080 - VGA - DisplayPort		\$159.99	\$639.96
2	Microsoft Office 2016 Home & Business (Excel, Outlook, Powerpoint, Word and OneNote)		\$229.99	\$459.98
2	New Computer Prep (Run security updates, Uninstall unnecessary programs, Install Microsoft Office, Run manufacturer updates)		\$99.99	\$199.98
	Estimated Labor - Delivery and setup of two new desktops and monitors.		\$800.00	\$800.00
			SubTotal:	\$3,577.92
			Shipping:	\$15.00
			Sales Tax:	\$0.00

Total: \$3,592.92
Deposit Required: \$1,796.46

Ready to Accept?

Sorry, you cannot accept this quote because it has expired. Please [request an updated quote](#) below in the 'Have Questions?' section.

Have Questions?

Not Ready To Accept? Have Questions?

Submit

(Note, you will receive a copy of your message by email.)

No questions posted yet.

Time expressed in Central Daylight Time UTC-05:00

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