



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>

BOARD OF TRUSTEES MEETING AGENDA

TUESDAY, JUNE 6, 2017

7 P.M.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

4. PUBLIC COMMENTS – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk.*

5. 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 – May 2, 2017

b) Receive and File

- Infrastructure Committee – April 25, 2017
- Planning Commission – April 14, 2015
- Personnel and Communications – March 14, 2017

c) Acceptance of Cash and Investment Report as of April 30, 2017

d) Approval of Bills Payable and Manual Check Register #756

ACCOUNTS PAYABLE:	\$42,263.46
MANUAL CHECKS:	\$8,793.72
TOTAL:	<u>\$51,057.18</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)

6. FINANCIAL REPORT

7. LEGAL REPORT

8. POLICE DEPARTMENT REPORT

9. PUBLIC WORKS REPORT

10. ENGINEERING REPORT

11. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair
- Finance & Public Relations & Development – Luke Goucher, Chair
- Infrastructure – Brandon Harris, Chair

12. OLD BUSINESS

13. NEW BUSINESS

A. PROCLAMATIONS

None.

B. RESOLUTIONS

1. RESOLUTION 2017-04 911 DISPATCH SERVICES AGREEMENT

AUTHORIZING THE VILLAGE PRESIDENT OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS, TO EXECUTE A 911 EMERGENCY COMMUNICATIONS DISPATCH SERVICES AGREEMENT WITH KANE COUNTY EMERGENCY COMMUNICATIONS “KANECOMM.”

This Resolution authorizes the Village President to execute an agreement with KaneComm for 911 Emergency Dispatch Services.

2. RESOLUTION 2017-05 INTERGOVERNMENTAL AGREEMENT WITH KANE COUNTY

AUTHORIZING THE VILLAGE PORESIDENT TO RENEW THE INTERGOVERNMENTAL AGREEMENT WITH THE COUNTY OF KANE FOR ANIMAL CONTROL

This Resolution authorizes the Village President to execute an agreement with Kane County for Animal Control Services.

C. ORDINANCES

1. ORDINANCE 2017-03 ZONING MAP

AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP

This ordinance adopts the updated zoning Map for Maple Park, Illinois.

2. ORDINANCE 2017-08 PORTABLE STORAGE UNITS

AN ORDINANCE ADOPTING CHAPTER 6, UNDER TITLE 10 OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS IN RELATION TO PORTABLE STORAGE UNITS

This ordinance establishes a new chapter in the village code to address portable storage units and the guidelines for allowing them in the village.

D. MOTIONS

1. MOTION TO APPROVE KIMBERLY SUTHERLAND TO PLANNING COMMISSION

This motion approves the addition of a new member of the Planning Commission.

2. MOTION TO AUTHORIZE THE PURCHASE OF TWO (2) DESKTOP COMPUTERS, FOUR (4) MONITORS IN THE AMOUNT OF \$3952.92, AND A BACKUP SYSTEM IN THE AMOUNT OF \$1294.99 FROM CMJ TECHNOLOGIES.

The approval for the computers and monitors was made at the April 4, 2017 board meeting, and now a backup system has been added to the purchase.

3. MOTION TO APPROVE PURCHASE OF ARCGIS DESKTOP BASIC SINGLE-USE LICENSE IN THE AMOUNT OF \$1500.

To set up GIS mapping as discussed by the Infrastructure committee.

4. MOTION TO AUTHORIZE THE EXPENDITURE OF \$7500.00 TO REPAIR VILLAGE HALL AIR CONDITIONING AND INSTALL AIR HANDLER IN COMPUTER ROOM

The approval for the repair of the air conditioner in village hall, install air handler in computer room, additional duct work and wiring as needed.

D. CONSIDERATIONS

Discussion of Fun Fest use of Washington Park

14. VILLAGE PRESIDENT REPORT

15. TRUSTEE REPORTS

16. ADJOURNMENT



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BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, MAY 2, 2017

7 P.M.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

4. OATHS OF OFFICE

Board of Trustees

- President Kathy Curtis
- Trustee Kristine Dalton
- Trustee JP Dries
- Trustee Luke Goucher
- Trustee Brandon Harris
- Trustee Chris Higgins

Village Clerk and Deputy Clerk

- Liz Peerboom, Village Clerk
- Cheryl Aldridge, Deputy Clerk

5. ROLL CALL OF NEW BOARD OF TRUSTEES

6. 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.*

Trustee Borg addressed the board about his tenure as Trustee. He thanked the village for entrusting to him to serve the community for the last 16 years. He said it was a pleasure and a privilege to serve. He thinks there has been progress in the village during his tenure.

He talked about 4 things that residents need:

- Clean water
- Flush toilet
- Roads are clear and good
- Live in a safe community

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

8. FINANCIAL REPORT

9. LEGAL REPORT

10. POLICE DEPARTMENT REPORT

11. PUBLIC WORKS REPORT

12. ENGINEERING REPORT

Starting paving and punch list work next week. Curb will also start next week. Still waiting on structural engineers recommendations on the bridge.

13. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair
- Finance & Public Relations & Development – Luke Goucher, Chair
- Infrastructure – Brandon Harris, Chair

President Curtis talked about the new committee chairs and indicated she would like to see Personnel committee work on Code Revisions, Finance committee to work on Sales Tax referendum, and Infrastructure committee to look into water/wastewater funding for expansion.

14. OLD BUSINESS

None.

15. NEW BUSINESS

A. PROCLAMATIONS

None.

B. RESOLUTIONS

1. RESOLUTION 2017-03 POSTAGE METER

AUTHORIZING THE VILLAGE PRESIDENT OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS, TO EXECUTE A LEASE WITH A POSTAGE COMPANY FOR THE USE OF POSTAGE EQUIPMENT

This Resolution authorizes the Village President to execute a lease with a postage company for the use of postage equipment.

Trustee Dries made a motion to approve Resolution 2017-03, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Harris, Dalton, Huggins, Dries, Goucher Nay: None. Absent: None (5-0-0)

C. ORDINANCES

1. ORDINANCE 2017-07 SUBDIVISION OF PROPERTY

AN ORDINANCE APPROVING A SUBDIVISION PLAT FOR CERTAIN PROPERTY COMMONLY KNOWN AS 19379 E. COUNTY LINE ROAD, IN THE VILLAGE OF MAPLE PARK, COUNTY OF DEKALB, ILLINOIS

This was a request by the owner of the property and was approved by the Maple Park Planning Commission on March 30, 2017. This request is pursuant to Title 12, Chapter 15, Section 1 of the Maple Park Municipal Code "DIRECT VILLAGE BOARD APPROVAL OF PLATS."

Trustee Dries made a motion to approve Ordinance 2017-07, seconded by Trustee Higgins. Motion carried by roll call vote. Aye: Dries, Goucher, Harris, Dalton, Higgins. Nay: None. Absent: None (5-0-0)

Clerk Peerboom will obtain necessary signatures on the plat and the property owner will be responsible for recording the plat at the County Records office.

D. CONSIDERATIONS

Discussion of ordinance changes needed to manage property maintenance challenges.

- 1. Misuse of commercial properties*
- 2. Storage of machinery/work trailers*
- 3. Storage of recreational vehicles (boats, campers, etc.)*

President Curtis showed pictures of properties that need to be addressed. She said that the village has some serious property maintenance issues that need to be addressed. She said that Village Accountant Cheryl Aldridge has received information on other municipalities and what they allow. She also said that she would like this to go to the Personnel Committee then the Planning Commission for review because it could possibly need some zoning changes.

Village Attorney Kevin Buick advised that the changes can be comprehensive, but will necessitate a public hearing for any changes to Chapter 11 of the zoning code.

President Curtis advised that because of 2 years of non-compliance there will be one or more properties that will be receiving violation tickets.

Chris would like to define limits on temporary storage. Luke said that you need to be cognizant of business owners and not be too strict.

Mr. Buick advised that the committee will shape the initial language, and the planning commission will hold the public hearing for those text amendments.

Kathy would like to see something on agenda by June for residential, but commercial will take longer because of necessity of public hearing.

13. VILLAGE PRESIDENT REPORT

14. 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.

Trustee Dries made a motion to go into closed session, seconded by Trustee Goucher. Motion carried by roll call vote. Aye: Goucher, Harris, Dalton, Higgins, Dries Nay: None. Absent: None. (5-0-0)

Meeting closed to the public at 7:35 p.m.

Meeting opened to the public at p.m.

Village Clerk Liz Peerboom called the roll call and the following Board Members were in attendance: President Kathy Curtis, Trustee Terry Borg, Trustee JP Dries, Trustee Luke Goucher, Trustee Kristine Dalton, Trustee Brandon Harris and Trustee Chris Higgins.

Also in attendance: Village Attorney Kevin Buick, and Village Clerk Liz Peerboom.

16. MATTERS REFERRED FROM EXECUTIVE SESSION

- **APPROVAL OF CLOSED SESSION MEETING MINUTES**

Motion by Trustee Higgins with second by Trustee Goucher to approve closed session minutes from September 6, 2016 and February 7, 2017. Motion carried by roll call vote. Aye: Harris, Dalton, Higgins, Dries, Goucher Nay: None. Absent: None (5-0-0)

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

Motion by Trustee Dries with second by Trustee Goucher to open to the public the closed session meeting minutes from September 6, 2016. Motion carried by roll call vote. Aye: Dalton, Higgins, Dries, Goucher, Harris. Nay: None. Absent: None (5-0-0)

17. ADJOURNMENT

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

Meeting adjourned at 7:56 p.m.



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Approved by the Infrastructure Committee
on 5/9/17.

INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, April 25, 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 7:00 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, Trustee Terry Borg.

Also present: Village Accountant Cheryl Aldridge, Village Engineer Jeremy Lin, Jim Bibby, Rempe-Sharpe Consulting Engineers 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

- March 28, 2017

Trustee Dries made a motion to approve the meeting minutes from March 28, 2017, seconded by Trustee Borg. Motion carried by voice vote.

4. REMPE-SHARPE & ASSOCIATES, INC. PRESENTATION

Jim Bibby, and Dan Watson from Rempe-Sharpe were present to give a presentation regarding their background and what they might offer the Village of Maple Park. Mr. Bibby advised that they were the Village Engineers several years ago.

Mr. Watson said that Village President Curtis invited Rempe-Sharpe to give the presentation. He then went over his qualifications. Mr. Watson advised that Lintech Engineering does an excellent job on waste water treatment plants.

Mr. Bibby highlighted awards that he and Mr. Watson have received. Mr. Bibby advised that President Curtis asked him to give a presentation on what they can do for Maple Park in economic development. He highlighted projects that they have worked with in other municipalities.

Trustee Goucher asked Mr. Bibby to talk about the economic development projects they have worked on. Mr. Bibby said that their economic development specialist bills out at \$40 per hour and Mr. Bibby would not charge for any of his time.

Trustee Higgins asked about grant funding. Mr. Bibby said that one project was designed by him and Mr. Watson lined up the grants. Mr. Watson talked about FAU routes, which would allow for grants.

Trustee Higgins asked about water main grants. Mr. Watson said there isn't a lot in the area of water main grants. Mr. Bibby mentioned a large scale infrastructure grant that is moving through congress.

Trustee Borg said that public meetings make a lot of sense, but having someone that could bring industry in would be good for the village. Trustee Borg mentioned the fiber that goes from NIU along I-88 and thinks that could be tapped into. He also mentioned clean industry. Trustee Borg said that hiring a good grant writer would be beneficial for the village; he also mentioned the need for a new water tower. Trustee Borg also mentioned the TIF District.

Mr. Watson said that roof tops and traffic count generate the dollars. He also discussed what gets developers excited: water and sewer at the site, waste water treatment plant doesn't need to be enlarged.

Trustee Borg spoke about building an industry around a working farm. Mr. Bibby advised that they do master plans. Trustee Borg said that he is talking about "just in time" planning and the village has paid engineers for master plans that are now collecting dust.

Trustee Borg asked what is different about his services from what Jeremy Lin does. Mr. Bibby said that his firm has an outstanding transportation department, but Jeremy is very good at waste water treatment plants.

Trustee Goucher advised that President Curtis is thinking about this being an accelerant alongside Jeremy Lin. Mr. Watson advised that they are not interested in replacing Jeremy Lin.

Trustee Goucher asked if they were seeing a lot of new large scale developments yet. Mr. Bibby advised that there have been several residential lots built on existing lots in North Aurora.

Trustee Dries asked about rail ways and quiet zones. Mr. Watson advised that he has worked with municipalities to get a quiet zone. Trustee Goucher advised that the village was fairly far in the project and it was halted because they were asking the village to close a crossing and the residents were not interested in doing that. Mr. Bibby said that he doesn't enjoy working on quiet zones, but he has gotten them accomplished. The Village Clerk will get the quiet zone file to Mr. Bibby within the next couple of days.

Trustee Goucher asked Jeremy Lin if he has ever worked in tandem with other companies. Mr. Lin advised that he has worked with many other companies. He said that he works with other companies for Maple Park a couple times a year. He said that he has worked with Rempe-Sharpe because they do not have waste water experience. He also said that the relationship between Lintech Engineering and Maple Park works because the village has small projects and Lintech Engineering is a small engineering firm. He added that there are other firms that do economic development. He said that generally the developers are usually the ones that pay for the studies.

Trustee Borg clarified his statements on wayside horns. He also said that he was concerned about who would supervise the other firm, he doesn't think that Jeremy should do that.

Trustee Goucher said that the Village President was drawn in by the \$40 per hour rate.

Mr. Lin discussed his focus for the village. He discussed the possibility of an elevated tank, the waste water treatment plant and possible expansion. Trustee Goucher asked how long Jeremy Lin was the village engineer. Mr. Lin said that he thinks it is about 7 years. He discussed the history of his relationship with the village.

Trustee Dries said that the village needs to take a more futuristic approach. He thinks that the village needs a foot print of where the village would like to go. Trustee Higgins said that he doesn't think that a big box store is going to come to Maple Park. But, if the village realistic they may be able to bring some industry to the village. He added that he has someone that could come out and speak to the committee.

Trustee Goucher asked if a presentation is made should it be made to the committee or to the Board of Trustees. He also asked if a study has been done of what the village would have coming in if Shodeen actually built all 41 homes. He also asked about sales tax abatement to entice development. The committee then discussed the TIF and Village Accountant Cheryl Aldridge advised that next year the TIF will begin paying for itself.

Consensus was to look into economic development firms, and possibly use Mr. Lin's sources. Mr. Lin said that he is thinking that economic development is very broad, but a planner could benefit the village. Trustee Dries agreed. It was also agreed that this would be something that should be part of the Finance and PR&D committee. Trustee Goucher said that maybe a few planners should be interviewed and some homework needs to be done before a decision is made.

5. DISCUSSION OF GIS

- Plan

Trustee Goucher advised that Trustee Harris was not able to make the meeting; in the interest of time, he would like to push this to the next meeting.

6. DISCUSSION OF FEES

Trustee Goucher said that the committee needs to figure out what they want to do with new construction building fees. Trustee Dries advised that the village has never collected on the suspended fees, so the village wouldn't be losing anything to permanently suspend those fees. But, he said that the village does need to start bring in fees for infrastructure.

Village Accountant Cheryl Aldridge advised that there are 4 lots that we have permits for and today Shodeen closed on the 9 lots in the Settlement Subdivision.

Trustee Goucher said that he would like to right size the costs and leaving them, so that they are just a pass through and not a cost to the village. He added that we have a hungry developer and we are in the right spot for the village. But, he doesn't want to see the fees be put back on and we end up losing the developer. Ms. Aldridge advised that the fees were originally set by B&F Technical and now the village has a part-time building inspector that is a lower cost to the village. She also discussed where some of the other fees came from.

Trustee Goucher advised that the water meters that public works has can no longer be used because of a change in the EPA standards. Trustee Borg asked if the meters can be returned, but Ms. Aldridge advised that the meters are too old to be returned.

Ms. Aldridge said that she will go over the fees with the building inspector and bring back a new list to the committee. Trustee Goucher said that he thinks that once the fees are set, they should be that way for 18 months and then reviewed.

Trustee Borg said that the chart of fees works really well. He also said that the Kaneland fees should be looked into. He thinks that it would be unfair if Maple Park is the only one paying those fees.

7. DISCUSSION OF MAINTENANCE PLAN

- Crack filling – Settlement Subdivision

Mr. Lin said that crack filling is in the budget for \$20,000 and he will start getting bid. Trustee Goucher asked if there are being houses being built in Settlement does it make sense to do crack filling. Mr. Lin said that he doesn't think it will affect the crack filling.

Mr. Lin advised that there are some items that need to be taken care of the waste water treatment plant and need to be put into the budget. Mr. Lin gave the committee a picture of the lagoons and advised that the EPA inspector said that the vegetation will need to be removed and would probably cost approximately \$20,000.

Ms. Aldridge said that there are funds for this in the sewer improvement fund but she recommended an amendment to the budget.

Trustee Borg asked about the deadline and Mr. Lin advised that there is not a violation at this time, but when the inspector comes back the village could get a fine.

The other items that Mr. Lin mentioned were the measurement of the lagoons to see if they need to be dredged. He also advised that the village needs a row boat in order to take care of things within the lagoons. Trustee Borg asked about health issues of a landscaper that goes into the lagoon. Mr. Lin said that there will be no health issues.

Village Clerk Liz Peerboom will draft a ordinance to amend the budget.

Mr. Lin also advised that the affluent meter was not installed on the waste water treatment plant and that will need to be purchased. Mr. Lin said that the affluent meter is required by the EPA permit.

Trustee Goucher asked about the lights in the lagoon that don't seem to be working. Mr. Lin said that his operator feels that the lights are working, but once the village purchases a boat, the operator can check those lights.

Trustee Goucher advised that he would like to know where the \$20,000 could be allocated if the crack filling is not going to be done. Ms. Aldridge advised that the fund is getting low, and if that money is used, there may not be money in that line item in the future.

Consensus was to amend the budget to include the landscaping project. The other items will be in next year's budget.

Mr. Lin advised that a grant can be received for energy efficiency but in order to get that the village would need to purchase a new blower. He said this blower would cost approximately \$100,000, but your amount of energy efficiency is what decides how much of a grant you get. Ms. Aldridge will put a place holder in next year's budget for the blower.

The committee also discussed a building, a hedge, or a fence to cover the lift station. Trustee Goucher said that the lift station is right on County Line Road and is an eyesore. Trustee Borg recommended looking at the aluminum wiring in the waste water treatment plant.

Trustee Higgins asked if the money can be moved from fund to fund. Ms. Aldridge said that she would only like to move money from water to sewer enterprise fund, but no other funds.

- Squires Crossing Subdivision – Punch List

Trustee Dries asked about Squires Crossing paving. Mr. Lin said that it will be done this year, because the developer is very motivated.

Trustee Borg asked about the spoils pile in Heritage Hills. He was wondering why this pile wasn't required to be fenced like the one in Heritage Hills. He thinks it is a safety issue.

8. DISCUSSION OF CAPITAL IMPROVEMENTS PLAN

None.

9. OTHER ITEMS

None.

10. ADJOURNMENT

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

Meeting adjourned at 9:02 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members:
Trustee Luke Goucher, Chair
Trustee Terry Borg
Trustee JP Dries
Trustee Chris Higgins



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Approved by the Planning
Commission on 3/30/17.

Village of Maple Park Planning Commission Meeting Minutes Tuesday, April 14, 2015 7:00 p.m.

1. Call to Order / Establishment of Quorum

Chairman Art Maercker called the meeting to order at 7:00 p.m.

Village Clerk Liz Peerboom called the roll call and the following Planning Commission members were present: Chairman Art Maercker, Commissioner Nick Davidson, Commissioner Jeff Ramirez, Commissioner Bob Rowlett, Commissioner Chuck Miller, Commissioner Lorenzo Catanag, and Trustee JP Dries (ex-officio).

Others present: Village Clerk Liz Peerboom.

2. Approval of Planning Commission Meeting Minutes

- March 10, 2015

Commissioner Davidson made a motion to approve the Planning Commission meeting minutes from March 10, 2015, seconded by Commissioner Miller. Motion carried by voice vote.

3. Public Hearing:

- Comprehensive Plan Update
- Zoning Ordinance Update

Village Clerk Liz Peerboom advised that she added some old pictures of Maple Park to the Comprehensive Plan and added the 2015 Zoning Map that was approved by the Board on April 7, 2015. Otherwise there have been no changes to either the Comprehensive Plan or the Zoning Ordinance.

Commissioner Davidson made a motion to approve the 2015 Comprehensive Plan and Ordinance 2015-11 to be approved by the Board of Trustees, seconded by Commissioner Catanag. Motion carried by roll call vote. Aye: Catanag, Davidson, Miller, Ramirez, Rowlett, Maercker. Nay: None. (6-0-0)

There were no members of the public in attendance.

4. Adjournment

Chairman Maercker made a motion to adjourn the meeting, seconded by Commissioner Catanag. Motion carried by voice vote.

Meeting adjourned at 7:04 p.m.

Liz Peerboom, CMC
Village Clerk



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Approved: Approved at Personnel
and Communications meeting on
5/16/2017

PERSONNEL & COMMUNICATIONS COMMITTEE MEETING MINUTES

Tuesday, March 14, 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 7:09 p.m.

Village Clerk Liz Peerboom called the roll call and the following committee members were present: Trustee JP Dries, Trustee Brandon Harris, and Trustee Kristine Dalton. Absent: Trustee Goucher.

Also 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

- January 10, 2017
- January 17, 2017
- February 14, 2017

Trustee Harris made a motion to approve the Personnel Committee meeting minutes from January 10, 2017, January 17, 2017, and February 14, 2017, seconded by Trustee Dalton. Motion carried by voice vote.

4. DISCUSSION OF TRAVEL EXPENSE POLICY

The committee discussed the updated Travel Expense policy that is now required by Illinois statute. Trustee Harris made a motion to send the Travel Expense Policy to the full Board for approval, seconded by Trustee Dalton. Motion carried by voice vote.

5. UPDATE TO THE EMPLOYEE HANDBOOK

The committee discussed updates to the Employee Handbook. Trustee Dalton suggested changing truck to vehicle on page 26 of the handbook. Consensus was to add a sentence regarding the requirement of having insurance if you are using a personal car.

This item will be further discussed at the next meeting.

6. DISCUSSION OF PURCHASING VILLAGE COMPUTERS

The committee discussed the purchase of two computers and four monitors for the village. Originally the purchase would have been for the two office employees. After some discussion, the consensus was to have one computer go to the Police Chief because his computer is worse than Cheryl's.

Trustee Dalton made a motion to approve the purchase of two computers and four monitors in the amount of \$3,592.92, seconded by Trustee Harris. Motion carried by voice vote.

This item will go to the full Board for final approval.

7. ADJOURNMENT

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

Meeting adjourned at 7:56 p.m.

Liz Peerboom, CMC
Village Clerk

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

VILLAGE OF MAPLE PARK, ILLINOIS
Schedule of Cash and Investments
April 30, 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%	-	-	-	929.41	929.41
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	123,666.89	-	-	123,666.89
Total General Fund		-	123,666.89	-	929.41	124,596.30
Utility Tax Fund						
Old Second - Checking Acct	0.00%	-	-	-	3,985.00	3,985.00
First Midwest Bank	0.03%	-	-	245,709.58	-	245,709.58
Old Second - TIF Checking Acct	0.00%	-	-	-	31,045.76	31,045.76
Illinois Public Treasurer's Pool		-	76,033.34	-	-	76,033.34
Old Second - CD	0.12%	150,000.00	-	-	-	150,000.00
Total Utility Tax Fund		150,000.00	76,033.34	245,709.58	35,030.76	506,773.68
TIF District Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Total Road & Bridge Fund		-	-	-	-	-
Road & Bridge Fund						
Old Second - Checking Account	0.00%	-	-	-	4,906.78	4,906.78
Illinois Public Treasurer's Pool		-	31,755.11	-	-	31,755.11
Old Second - CD	0.12%	-	-	-	-	-
Total Road & Bridge Fund		-	31,755.11	-	4,906.78	36,661.89
Motor Fuel Tax Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	70,383.14	-	-	70,383.14
Total Motor Fuel Tax Fund		-	70,383.14	-	-	70,383.14
Water & Sewer Funds						
Operating Accounts						
Old Second - Checking Account		-	-	-	710.59	710.59
Illinois Public Treasurer's Pool		-	200,359.54	-	-	200,359.54
Old Second - CD	0.12%	15,000.00	-	-	-	15,000.00
Total Operating Accounts		15,000.00	200,359.54	-	710.59	216,070.13
Water Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	570.43	570.43
Illinois Public Treasurer's Pool		-	130,889.05	-	-	130,889.05
Total Water Improvement Accounts		-	130,889.05	-	570.43	131,459.48
Sewer Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	72.07	72.07
Illinois Public Treasurer's Pool		-	182,571.11	-	-	182,571.11
Old Second - CD	0.12%	85,000.00	-	-	-	85,000.00
Total Sewer Improvement Accounts		85,000.00	182,571.11	-	72.07	267,643.18
Total Water & Sewer Funds		100,000.00	513,819.70	-	1,353.09	615,172.79
Total Village Operating Funds		250,000.00	815,658.18	245,709.58	42,220.04	1,353,587.80
Escrow Funds						
School Land Cash						
Old Second - Checking Account	0.00%	-	-	-	-	-
Developer Escrow Fund						
Old Second - Checking Account	0.00%	-	-	-	111,729.53	111,729.53
Total Village Escrow Funds		-	-	-	111,729.53	111,729.53
Total Village Cash & Investments		250,000.00	815,658.18	245,709.58	153,949.57	1,465,317.33

SYS DATE:06/01/17

VILLAGE OF MAPLE PARK
A / P W A R R A N T L I S T
REGISTER # 756
Thursday June 1, 2017

SYS TIME:10:32
[NW1]

DATE: 06/01/17

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 A&P CAR WASH, INC. M102	01-30-5600	CAR WASH TOKENS	160.00	160.00
01 TONY AYALA 04282017	01-30-5900	REIMBURSEMENT	208.78	8.78
050117	12-00-8413	POPCORN MAKER REIMBURSEMENT		200.00
01 AZAVAR AUDIT 13122	01-10-5390	MAY 2017	6.90	6.90
01 KEVIN BROWN 05092017	12-00-8413	WALMART REIMBURSEMENT	12.51	12.51
01 CASEY'S GENERAL STORES, INC. 05012017	01-30-5250	GASOLINE	480.13	480.13
01 CMJ TECHNOLOGIES, INC. 9463	05/23/17 20712 01-10-5390	PREPAID BLOCK OF LABOR	1260.00	1260.00
01 COMMONWEALTH EDISON 0147077192 0517	01-50-5730	STREET LIGHTING	2975.04	504.95
0498142046 0517	52-20-5730	LIFT STATION		119.02
0798152002 0517	52-10-5730	WELL		1436.26
4665155040 0517	01-50-5730	STREET LIGHTING		829.27
5778015012 0417	01-20-5730	HERITAGE HILLS POND		85.54
01 CONSERV FS, INC. 121004951	01-20-5250	GASOLINE	506.46	182.33
121004951	52-10-5250	GASOLINE		182.33
121004951	01-50-5250	GASOLINE		70.90
121004951	52-20-5250	GASOLINE		70.90
01 DE LAGE LANDEN PUBLIC FINANCE 54571222	01-10-5160	COPIER LEASE	242.75	242.75
01 FOSTER, BUICK, CONKLIN & LUNDG 15611	01-10-5330	DIEHL SUBDIVISION	2210.00	393.75
15611	01-10-5330	ADMINISTRATIVE WARRANT		460.00
15611	01-10-5330	LOCAL PROSECUTION		437.50
15611	01-10-5330	GENERAL LEGAL SERVICES		918.75
01 GOODENOUGH INC. 59491	01-10-5420.02	PLUMBING INSPECTIONS	50.00	50.00
01 SHAWN GRAY 05192017	01-50-5621	REMOVED 2 ASH TREES	900.00	900.00
01 GMJB INC. 9938	52-10-5600	WATER LEAK REPAIR	1200.00	1200.00
01 FRONTIER 8158273286 0517	01-30-5700	POLICE	571.47	136.38
8158273309 0517	01-10-5700	OFFICE		277.63
8158273710 0517	52-10-5700	WELL HOUSE		54.88
8158275039 0517	52-20-5700	WWTP		47.60
8158275069 0517	52-20-5700	LIFT STATION		54.98
01 HELENA CHEMICAL CO. 226359063	01-20-5600	ROUNDUP	155.50	155.50
01 DENNIS M. LEXA			286.05	

SYS DATE:06/01/17

VILLAGE OF MAPLE PARK
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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
7021	01-30-5600	EXPEDITION MAINTENANCE		242.20
7059	01-30-5600	2008 CROWN VIC OIL CHANGE		43.85
01 IMPACT NETWORKING, LLC 839024	01-10-5200	COPY COSTS	415.45	415.45
01 VULCAN MATERIALS COMPANY 31397482	01-50-5620	STONE	46.20	23.76
31403361	01-50-5620	STONE		22.44
01 LINTECH ENGINEERING, INC. 1070	01-10-5320	BOARD MEETING	1870.00	85.00
1070	28-00-2200.02	ESCROW DEPOSITS SQUIRE'S CROSSIN		1360.00
1070	01-10-5320	ZONING MAP		255.00
1070	01-10-5320	LOT 25 REVIEW		170.00
01 LOWE'S 05172017	01-20-5600	MAINTENANCE & REPAIR	98.69	5.67
05172017	01-40-5600	MAINTENANCE & REPAIR		43.64
05172017	01-50-5600	MAINTENANCE & REPAIR		23.74
05172017	01-50-5620	STREET MAINTENANCE		25.64
01 JOHN MEILAHN 05112017	01-10-5420.02	PLUMBING INSPECTIONS	150.00	150.00
01 METRO WEST COUNCIL OF GOVERNME 2994	01-10-5920	BOARD MEETING - 04/27/17	35.00	35.00
01 MGD WATER SOLUTIONS 1069	52-10-5390	WATER OPERATION	3100.00	1250.00
1069	52-20-5390	WASTEWATER OPERATION		1250.00
1069	52-10-5600	NEW INJECTOR ASSEMBLIES		600.00
01 MIDWEST SALT P436978	52-10-5110	SALT	2382.32	2382.32
01 NICOR 331314100040517	01-50-5730	GARAGE HEAT	526.72	30.66
399087100050517	01-40-5730	CIVIC CENTER HEAT		496.06
01 NORTH EAST MULTI-REGIONAL 218161	01-30-5560	TRAINING	760.00	760.00
01 QUILL CORPORATION 6422786	01-10-5200	OFFICE SUPPLIES	347.47	61.56
6644056	01-10-5200	OFFICE SUPPLIES		207.94
6859860	01-10-5200	OFFICE SUPPLIES		77.97
01 RDJ SPECIALTIES, INC. 99268	12-00-8413	POLICE STICKERS	432.69	432.69
01 ROBERT SHELLY 05112017	01-30-5250	GASOLINE REIMBURSEMENT	35.01	35.01
01 SUBURBAN LABORATORIES, INC. 144277	52-10-5335	TEST EXPENSE	490.00	99.00
144537	52-20-5335	TEST EXPENSE		183.00
144733	52-20-5335	TEST EXPENSE		208.00
01 SUB SURFACE HDD, LLC 05252017	52-00-4900	DEPOSIT BALANCE REFUND	160.24	160.24
01 VERIZON WIRELESS			272.33	

SYS DATE:06/01/17

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
9786076623	01-10-5700	CELL PHONES		69.97
9786076623	01-30-5700	CELL PHONES		88.33
9786076623	01-30-5700	AIR CARDS		114.03
01 VERIZON WIRELESS 05312017	01-10-5700	CELL PHONE	50.00	50.00
01 WASTE MANAGEMENT 3530104-2011-8	01-10-5400	GARBAGE COLLECTION(MAR/APR)	21125.75 21125.75	21125.75
** TOTAL CHECKS TO BE ISSUED			43523.46	

SYS DATE:06/01/17

VILLAGE OF MAPLE PARK
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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01		GENERAL FUND	32219.73	
12		UTILITY TAX	645.20	
28		DEVELOPERS ESCROW FUND	1360.00	
52		WATER & SEWER FUND	9298.53	
*** GRAND TOTAL ***			43523.46	
TOTAL FOR REGULAR CHECKS:			41,593.30	
TOTAL FOR DIRECT PAY VENDORS:			670.16	
TOTAL UNPOSTED MANUAL CHECKS:			1,260.00	

SYS DATE:06/01/17

VILLAGE OF MAPLE PARK
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Thursday June 1, 2017

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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 CMJ TECHNOLOGIES, INC. 31 9326	05/02/17 12-00-8411	20705 BALANCE ON COMPUTERS	1846.46	1846.46
01 VANTAGEPOINT TRANSFER AGENTS-#05/04/17	20704	424.66		
31 05042017	01-00-2150	ICMA PAYABLE		183.79
31 05042017	01-20-5030	PENSION EXPENSE		50.04
31 05042017	01-30-5030	PENSION EXPENSE		89.23
31 05042017	01-50-5030	PENSION EXPENSE		50.04
31 05042017	52-10-5030	PENSION EXPENSE		25.78
31 05042017	52-20-5030	PENSION EXPENSE		25.78
01 VANTAGEPOINT TRANSFER AGENTS-#05/18/17	20711	431.86		
31 05182017	01-00-2150	ICMA PAYABLE		185.65
31 05182017	01-20-5030	PENSION EXPENSE		51.14
31 05182017	01-30-5030	PENSION EXPENSE		91.23
31 05182017	01-50-5030	PENSION EXPENSE		51.14
31 05182017	52-10-5030	PENSION EXPENSE		26.35
31 05182017	52-20-5030	PENSION EXPENSE		26.35
01 KANE COUNTY TREASURER	05/09/17	20706	642.89	
31 2017-00000006	54-00-8207	RECOVERY BOND INTEREST		642.89
01 AMERICAN BANK & TRUST	05/09/17	20707	4187.85	
31 04272017C	01-20-5600	MAINTENANCE & REPAIR		3.58
31 04272017C	01-40-5600	MAINTENANCE & REPAIR		45.92
31 04272017C	01-50-5600	MAINTENANCE & REPAIR		7.64
31 04272017E	01-20-5600	MAINTENANCE & REPAIR		243.92
31 04272017E	01-40-5600	MAINTENANCE & REPAIR		79.78
31 04272017E	01-50-5900	OTHER EXPENSE		53.23
31 04272017E	52-10-5335	TEST EXPENSE		152.00
31 04272017E	52-20-5900	OTHER EXPENSE		79.95
31 04272017F	01-10-5200	OFFICE SUPPLIES		200.94
31 04272017F	01-10-5390	OTHER PROFESSIONAL SERVICES		340.00
31 04272017F	01-10-5550	SOFTWARE EXPENSE		25.37
31 04272017F	01-10-5900	OTHER EXPENSES		83.38
31 04272017F	12-00-8411	COMPUTERS & ACCESSORIES		1846.46
31 04272017G	01-30-5100	GENERAL SUPPLIES		871.41
31 04272017G	01-30-5900	OTHER EXPENSE		86.89
31 04272017G	12-00-8413	POLICE GRANT PURCHASES		67.38

** TOTAL MANUAL CHECKS REGISTERED

7533.72

SYS DATE:06/01/17

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
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REPORT SUMMARY

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CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	43523.46	7533.72	51057.18
TOTAL CASH	43523.46	7533.72	51057.18

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DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	32219.73	2794.32	35014.05
12	645.20	3760.30	4405.50
28	1360.00	.00	1360.00
52	9298.53	336.21	9634.74
54	.00	642.89	642.89
TOTAL DISTR	43523.46	7533.72	51057.18

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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, JUNE 6, 2017

- Budget Report – There is no budget report available yet for May. The preliminary audit is scheduled for Friday, June 2nd. Next month the FY 2017 final numbers should be available. All of the budget reports should be able to be updated.
- Escrow Accounts – There was activity for Squire's Crossing for the month of May.
- Warrant List
 - A/P Check run of \$42,263.46, manual checks of \$8,793.72 for a total of \$51,057.18.
 - Waste Management - \$21,125.75 – Garbage Collection Expense for March / April.
- Please let me know if you have any questions or concerns.

Estimated Cash Balances for May 31, 2017

	04/30/17 Balance	Misc	Transfers & Deposits	Manual Checks and Tax Pymts	Payroll	05/31/17 Check Run	Estimated 05/31/17 Balance	
Old Second Checking	122,903.81	(53.43)	108,091.08	(16,861.47)	(20,027.06)	(42,263.46)	151,789.47	N/A
First Midwest	245,709.58						245,709.58	0.03%
TIF Funds	31,045.76		5,928.35				36,974.11	N/A
Illinois Funds	815,658.18		5,150.53				820,808.71	N/A
CD	250,000.00						250,000.00	0.12%
	1,465,317.33	(53.43)	119,169.96	(16,861.47)	(20,027.06)	(42,263.46)	1,505,281.87	

VILLAGE OF MAPLE PARK
Escrow Accounts – 05/31/17

Developer	Date Established	Plan Stage	Account Number	Balance 05/01/17	-----Current Period Transactions----- Deposits	Adjustments	Charges	Balance 05/31/17	Balance to stay above	Minimum 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	11,848.92			(1,360.00)	10,488.92	10,000.00	25,000.00	-	128,042.36	12,557.60	-
Paydon (North Coast Dvlpt)	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	-
Baric 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 McWehby	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				\$ 111,729.53	\$ -	\$ -	\$ (1,360.00)	\$ 110,369.53			\$ 75,273.07	\$ 256,238.29	\$ 156,821.37	

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, KANE AND DEKALB COUNTIES

RESOLUTION 2017-04 Approved: _____

AUTHORIZING THE VILLAGE PRESIDENT OF THE BOARD OF TRUSTEES OF THE VILLAGE OF MAPLE PARK, COUNTIES OF KANE AND DEKALB, ILLINOIS, TO EXECUTE A 911 EMERGENCY COMMUNICATIONS DISPATCH SERVICES AGREEMENT WITH KANE COUNTY EMERGENCY COMMUNICATIONS "KANECOMM."

WHEREAS, the village of Maple Park (the "Village") is a body politic and corporate, organized and existing pursuant to the Illinois Municipal Code, 65 ILCS 5/1-1-1 *et seq.*, and

WHEREAS, the Village desires to contract with Kane County Emergency Communications "KaneComm" for all necessary 911 communications and dispatch services, and

WHEREAS, the President and Board of Trustees of the Village finds it is in the best interest of the Village of Maple Park to approve and to authorize such agreement, now therefore,

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

Section 1. The recitals set forth above are incorporated and made a part hereof.

Section 2. That the Agreement, in substantially the same form as attached to this Resolution by Exhibit "A" and incorporated herein by reference, is approved and accepted by the Village.

Section 3. The President is authorized to execute the Agreement on behalf of the Village and, as may be required, the Village Clerk to attest to the same.

Section 4. That this Resolution shall be in full force and effect from and after its adoption and approval.

PASSED by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois at its regular Board meeting held on _____.

Ayes: _____

Nays: _____

Absent: _____

(SEAL)

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk



KANEComm

KANE COUNTY EMERGENCY COMMUNICATIONS

DISPATCH SERVICE AGREEMENT

KaneComm Dispatch Services Agreement

This Agreement is made and entered into as of this 17th day of April, 2017, by and between the County of Kane, Illinois (hereinafter referred to as "County"), and the Maple Park Police Department (hereinafter referred to as the "Subscriber"). The foregoing are sometimes also referred to as the "Parties" or "Party".

WITNESS

WHEREAS, the Parties have the power and authority to enter into this Agreement pursuant to the provisions of Article VII, section 10 of the Illinois Constitution of 1970, and the Illinois Intergovernmental Cooperation Act, as amended, 5 ILCS 220/1 et. Seq., and other applicable authority, and;

WHEREAS, the Subscriber desires to participate in a regional public safety communications and emergency 9-1-1 dispatch system (hereinafter referred to as "KaneComm") per Chapter 8 Section 5 of the Kane County Code attached hereto as Exhibit A, and;

WHEREAS, the County, through KaneComm, is willing and able to furnish such services on a mutually agreeable cost sharing plan, and;

WHEREAS, the Kane County Emergency Communications Board (hereinafter referred to as the "KaneComm Board") has established fees and charges for Subscribers, and;

WHEREAS, the Parties desire to better define the services to be provided and to reduce their agreement regarding the provision of such services to writing by means of a formal agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants herein made and pursuant to all applicable statutes and local ordinances, and for other good and valuable consideration the receipt and sufficiency of which are hereby mutually acknowledged, the Parties do hereby agree as follows:

A. Services to be Provided by KaneComm

- a) KaneComm shall provide all answering services of the Emergency 9-1-1 telephone number. Such services shall be provided twenty-four (24) hours a day, seven (7) days a week.
- b) KaneComm shall provide all urgent, non-emergency answering of a secondary back-up telephone number for the dispatch of Subscriber police, fire, medical or other emergency service response units. This shall not include the answering of administrative or after hours telephone lines associated with Subscribers.

- c) KaneComm shall provide emergency and routine dispatch of Subscriber police, fire and emergency medical units, as well as Kane County Court Services, Kane County Coroner, and Kane County Office of Emergency Management.

B. Subscriber's Responsibilities

- a) Subscribers are responsible for the purchase and maintenance of Subscriber-owned mobile, portable and fixed (base station) radio equipment that is compatible with KaneComm's radio system for use by their personnel as set forth in Exhibit B hereto. Such equipment remains the property of each Subscriber. Equipment shall meet or exceed specifications established by KaneComm.
- b) Each Subscriber shall also be responsible for all costs associated with any direct landlines and / or ringdown telephone lines and associated equipment from their individual stations and / or offices to the 9-1-1 emergency communications center.
- c) Mobile Computing and New World Records Management Systems are not covered by this agreement.

C. Term of the Agreement

- a. The initial term of this Agreement shall be for five (5) years commencing December 1, 2017 and ending on November 30, 2022, unless sooner terminated as provided herein.
- b. Budget Projections for Fiscal Years 2018 through 2022 are contained in Exhibit C.
- c. Subscriber fee projections for Fiscal Years 2018 through 2022 are contained in Exhibit C. Specifically, Subscriber fees reflected in Exhibit C to be charged under this agreement are for services provided by KaneComm for:

FY 18	Fee Covers	December 1, 2017 through November 30 th , 2018
FY 19	Fee Covers	December 1, 2018 through November 30 th , 2019
FY 20	Fee Covers	December 1, 2019 through November 30 th , 2020
FY 21	Fee Covers	December 1, 2020 through November 30 th , 2021
FY 22	Fee Covers	December 1, 2021 through November 30 th , 2022

- d. Should the KaneComm Board recommend and the Kane County Board adopt a budget for KaneComm where expenses exceed the projected revenue in a particular Fiscal Year, any excess of expenses over revenue shall be divided amongst subscribers using a three-year average of call volume (percentage of call volume) to divide the excess expenses based on the Subscriber's use.
- e. At the end of the initial 5-year term, the Agreement shall automatically renew for successive periods of one-year unless a subscribing agency wishes to withdraw and terminate this Agreement as set forth herein. Each Subscriber's fee for years six and

beyond shall be calculated at the rate of 105 percent of the preceding year's Subscriber Fee (i.e. the Subscriber's Fee for 2023 shall be 105% of the same Subscribers fee for 2022).

D. Termination of Agreement

- a. During the initial term of this agreement, any Subscriber may withdraw from participation in KaneComm and terminate this Agreement upon full payment of all fees to be paid under this agreement for the remainder of the initial 5-year term of the agreement.
- b. Any Subscribing Agency wishing to withdraw and terminate the Agreement must provide notice, as set forth herein, prior to September 1st of the fiscal year preceding the requested termination of services. Any subscriber withdrawing from the KaneComm system at the conclusion of the fifth year of this Agreement is responsible for Subscriber fees for the year following notice of termination.
- c. Any Subscriber terminating this Agreement is also responsible for their portion of any debt incurred by that Subscriber while a member of KaneComm.

E. Additional Considerations Specific to an Individual Subscribing Agency

Additional considerations specific to an individual subscribing agency, if any shall be documented in writing and attached to this Subscriber Agreement as Exhibit D.

F. Special Assessments

During the term of this agreement or subsequent renewals, should Fire and / or Police Subscribers desire additional services not already contained in this agreement, or services not already covered by the KaneComm budget, a special assessment shall be levied to recover said cost of providing those services.

G. Payments

KaneComm shall provide each Subscriber with an invoice of the Total Cost due – calculated as provided in Section C – which shall be payable within sixty (60) days of receipt. Invoices shall be processed annually on the first day of July. Payments made later than thirty (30) days after the due date shall be subject to an interest penalty of one percent (1%) on any unpaid balance for each month or fraction thereof after the due date until final payment is made.

H. Performance

- a. Wherever possible, KaneComm shall adhere to current industry standards as dictated by the Association of Public Safety Communications Officials (APCO) and National

Emergency Number Association (NENA). KaneComm shall also remain in compliance with the standards set forth by the National Fire Protection Association, Commission on Accreditation for Law Enforcement Agencies (CALEA) and the Insurance Service Office Inc. (ISO) as it relates to Emergency Communications.

- b. The KaneComm Director agrees to work closely with the Subscribers to ensure appropriate levels of dispatch service. All procedures related to Subscriber dispatch operations shall be developed on a collaborative basis with all Subscribers.
- c. The KaneComm Director will promptly investigate any complaints received from any Subscriber or citizen and a response will be made to the complainant in a timely manner.

I. Resolution

Each Subscriber shall furnish a certified copy of a resolution authorizing the Subscriber to enter into a 911 Service Subscriber Agreement which resolution shall be attached hereto and made a part hereof.

J. Procurement

Kane County Procurement policies shall govern with regard to all purchases and procurements as they relate to KaneComm.

K. Insurance

Subscriber shall maintain minimum indemnity limits of not less than \$1M per person, \$2M aggregate and shall name KaneComm/Kane County as an additional insured on a primary and noncontributory basis.

In the event that the participating (subscriber) municipality or unit of government is self-insured or a participant in a risk pool, Kane County/Kane Comm. should be similarly protected by the risk pool or collective liability sharing entity.

Subscribers shall provide to the KaneComm Director proof of liability insurance within thirty (30) days of acceptance of this Agreement. Subscriber shall notify the KaneComm Director in the event of any changes to or cancellation of said liability insurance.

L. Governing Law

This Agreement shall be governed and construed in accordance with the laws of the State of Illinois.

M. Place of Venue

Any claim, action, suit, or judicial proceeding arising from or relating to this Agreement shall be instituted only in the Sixteenth Circuit Court of Kane County, Illinois.

N. Indemnification and Hold Harmless

Each Party shall, and does agree to, indemnify the other Party and its elected and appointed offices, officials, attorneys, employees, and hold them harmless from any claim, injury, or loss, no matter how sustained, arising out of or related in any way to the provision of police, fire protection, or emergency medical dispatch services by KaneComm, or the use of, or the disruption or failure of, Dispatch Services pursuant to this Agreement. It is expressly understood by both Parties to this Agreement, that the obligation to indemnify each Party as set forth above does not apply to any act, failure to act, or conduct of the other Party, its officers, officials, attorneys, or employees for the negligent or willful or wanton acts and omissions of such persons. Each party agrees to jointly defend against any claim or action brought against any of the Parties related to Dispatch Services to the extent of such Party's relative degree of culpability.

O. Amendments; Waivers.

This Agreement and the rights created by this Agreement may not be amended, modified, or waived in any respect except by written agreement expressly referring to this Agreement and duly validly authorized, executed, and delivered by all of the Parties hereto.

By notice complying with the foregoing requirements of this Section, each Party shall have the right to change the address or addressee or both for all future notices and communications to such Party, but no notice of such change of address shall be effective until actually received.

P. Assignment

Neither Party shall assign this Agreement or any of the rights and duties hereunder without the prior written consent of the other Party.

Q. Severability

If any terms or provisions of the Agreement is declared by a court of competent jurisdiction to be illegal or in conflict with any law, the validity of the remaining terms and provision shall not be affected, and the rights and obligations of the parties shall be construed and enforced as if the Agreement did not contain the particular terms or provision held invalid.

R. Entire Agreement

This is the entire Agreement between the Parties with respect to the subject matter contained in this Agreement. This agreement supersedes any and all previous agreements. Except as expressly provided to the contrary, the provisions of this

Agreement are for the sole benefit of the Parties and not for the benefit of any other person(s) or legal entity.

S. Notices

a. All notices and other communications in connection with this Agreement shall be in writing and shall be deemed delivered to the addressee thereof when delivered in person at the address set forth below or three business days after deposit thereof in any main or branch United States post office, certified or registered mail, return receipt requested, postage prepaid, properly addressed to the Parties, respectively, as follows:

b. For notices to KaneComm:

Executive Director
KaneComm
719 S. Batavia Avenue, Building C
Geneva, Illinois 60134

c. For notices to the Subscriber:

Police Chief, Maple Park Police Department
PO Box 148, 306 Willow Street
Maple Park, Illinois 60151

T. IN WITNESS WHEREOF, the Parties have set their hands and affixed their seals on the date first above written.

ON BEHALF OF THE SUBSCRIBER

ON BEHALF OF KANE COUNTY

Signature

Signature

Print Name

Print Name

Title

Title

Date

Date

Article 8.5

KANE COUNTY EMERGENCY COMMUNICATIONS BOARD

8.5-1: CREATION OF KANECOMM:

The Illinois commerce commission has directed and authorized local units of government to establish and operate public safety answering points ("PSAP"). The Kane County PSAP shall be known as Kane County emergency communications ("KaneComm") which is created for the receipt of a request for emergency services; and whereby pertinent information is noted by the recipient of a telephone request for such services, and is relayed to the appropriate public safety agency or other provider of emergency services for dispatch of an emergency service unit so as the proper action may be taken. (Ord. 11-398, 12-13-2011)

8.5-2: BOARD CREATED:

There is hereby established the Kane County emergency communications board ("KaneComm") with the duties, responsibilities and membership hereafter provided. (Ord. 11-398, 12-13-2011)

8.5-3: MEMBERSHIP:

KaneComm shall be governed by an eleven (11) member board (the "KaneComm board") comprised of the following:

- A. The chairman of the Kane County board, or a member of the county board designated by the chairman, who shall also serve as the chairman of the KaneComm board;
- B. The county board member appointed by the chairman of the Kane County board, who is the chairman of the county board judicial and public safety committee;

- C. A county board member appointed by the chairman of the Kane County board, who is the chairman of the administration committee;
- D. The executive director of the Kane County department of information technology;
- E. The executive director of 911 as appointed as hereinafter provided;
- F. The sheriff of Kane County, or a member of the sheriff's office designated by the sheriff;
- G. A police user member as determined by volume of service activity chosen from among the units of government entering into subscriber agreements with the county (the "user member");
- H. A police user member appointed by the chairman of the Kane County board chosen from among the units of government entering into subscriber agreements with the county (the "user member");
- I. A fire user member as determined by volume of service activity chosen from among the units of government entering into subscriber agreements with the county (the "user member");
- J. A fire user member appointed by the chairman of the Kane County board chosen from among the units of government entering into subscriber agreements with the county (the "user member");
- K. A member of the public appointed by the chairman of the Kane County board, who is a resident of the Kane County emergency communications service area. (Ord. 11-398, 12-13-2011; Ord. 13-91, 4-9-2013)

8.5-4: TERM OF BOARD; EX OFFICIO MEMBERS; REMOVAL FROM OFFICE:

A. All appointed members of KaneComm shall serve for a term of four (4) years or until their successors are appointed and qualified, unless otherwise provided in this chapter.

B. All members except the public member shall serve ex officio. (Ord. 11-398, 12-13-2011)

8.5-5: COMPENSATION AND EXPENSES:

All members of the KaneComm board shall serve without compensation but shall be reimbursed for their actual mileage and expenses. Nothing herein shall be construed to preclude or limit any board member from receiving any compensation for any other office. (Ord. 11-398, 12-13-2011)

8.5-6: MEETINGS; OFFICERS:

The KaneComm board shall meet quarterly. Special meetings may be called by the chairman of the KaneComm board or any two (2) user representatives, in accordance with the requirements of the open meetings act, or may be scheduled at any regular meeting. The proceedings of the board shall be governed by "Robert's Rules Of Order" (current edition) and such other rules as may be adopted by the KaneComm board or the Kane County board. A majority of the members shall constitute a quorum to do business. The executive director of 911 shall serve as the ex officio secretary to the KaneComm board. (Ord. 11-398, 12-13-2011)

8.5-7: SPECIAL ACCOUNT ESTABLISHED:

All fees, grants, or revenues related to the operation of the Kane County emergency communications system shall be deposited in a special account (the "KaneComm fund") in the custody of the Kane County treasurer. All warrants and charges on the KaneComm fund shall be by order of the board and paid by the treasurer. The special account shall be subject to audit by the county auditor and shall have an annual audit of its books and records. (Ord. 11-398, 12-13-2011)

8.5-8: ANNUAL BUDGET:

The KaneComm board shall determine its annual budget subject to the approval of the Kane County board and the KaneComm board shall also approve all expenditures in accordance with applicable law and county ordinances. (Ord. 11-398, 12-13-2011)

8.5-9: POWERS AND DUTIES OF THE BOARD:

The board shall have the following powers and duties:

- A. To adopt the format of all subscriber agreements with other units of local government who are dispatched through KaneComm to be ratified by the Kane County board;
- B. To approve all subscriber agreements to the fullest extent permitted by applicable law;
- C. To set all fees and charges for subscribers;
- D. To keep and maintain all records necessary to the discharge of its duties;
- E. To receive and administer all funds provided by this chapter or other provision of law related to the emergency communications system, the custody of which is not given to some other officer;
- F. To authorize the executive director of 911 to approve for payment any invoices which have been authorized and approved in the annual KaneComm budget necessary to the operation of the emergency communications system;
- G. To plan for and recommend improvements and upgrades to the county 911 system;
- H. To coordinate and supervise the implementation, upgrading or maintenance of the county 911 system, including the establishment of equipment specifications;

- I. To review regular financial and budget reports and expenditures no less than annually and to approve, as needed, disbursements from the KaneComm fund;
- J. To set the guiding vision for PSAP operations, ensure representation of the subscriber community, clarify KaneComm's mission and strategic direction;
- K. To support the executive director of 911 in setting strategic direction, providing input into operations and promoting accountability for service and results among the user group. (Ord. 11-398, 12-13-2011)

8.5-10: 911 DIRECTOR:

The chairman shall appoint with concurrence of a majority of the KaneComm board, a director (the "executive director of 911") for the 911 operation who shall be the executive director for the KaneComm board. The 911 director shall submit reports as directed by the KaneComm board on the status of PSAP activities and issues, and shall be responsible for the hiring of all 911 employees. The 911 director shall also submit an annual report on all PSAP operations. Department of information technology personnel assigned to the PSAP shall remain the staff of the information technology department. (Ord. 11-398, 12-13-2011)

8.5-11: USER GROUP:

The 911 director shall organize a user group, which shall hold regular meetings to assist in providing input into operations, setting direction and promoting accountability of services and results among the subscribers. The user group shall be comprised of the elected or appointed head of the police and/or fire user agency of each subscriber. Any decision impacting more than one user agency as it relates to KaneComm must be presented to the user group for approval prior to implementation. (Ord. 11-398, 12-13-2011)

8.5-12: USER MEMBERS:

Five (5) user members shall be appointed by the county board chairman as voting members of the KaneComm board. Three (3) members shall be representatives of the police discipline. The first shall be the sheriff of Kane County, or a member of the sheriff's office designated by the sheriff. A representative from the police agency utilizing the greatest

volume of services shall be appointed to the KaneComm board. One additional member shall be appointed by the chairman of the county board by recommendation of the user group.

Two (2) members shall be representatives of the fire discipline. The one fire user utilizing the greatest volume of services shall be appointed to the KaneComm board. One additional member shall be appointed by the chairman of the county board by recommendation of the user group.

No two (2) user members representing the same community, village or organization shall be permitted to serve concurrently on the KaneComm board. (Ord. 11-398, 12-13-2011)

8.5-13: DEFINITIONS:

As used in this chapter:

PUBLIC SAFETY ANSWERING POINT: A facility equipped and staffed to receive 911 calls.

SUBSCRIBER: A unit of local government that enters into an agreement with the Kane County board for emergency dispatch services.

SUBSCRIBER AGREEMENT: An intergovernmental agreement executed between the county of Kane and a unit of local government desiring to utilize the dispatch services of KaneComm that explicitly identifies the terms of the agreement.

USER OR USER GROUP: The public safety agency of a subscriber. (Ord. 11-398, 12-13-2011)

KaneComm

**Kane County Emergency
Communications Center**



Kane County Government Center
719 S Batavia Ave, Building C
Geneva, Illinois 60134
Phone: (630) 232-8400
Fax: (630) 208-2047

Exhibit B

KaneComm Subscriber Radio Requirements

- a) All radios used on any KaneComm licensed frequency shall have their internal time-out-timer programmed for 60 second operation to prevent any radio from transmitting longer than 60 seconds causing problems with the repeater system.
- b) All radios used on any KaneComm licensed frequency shall have a unique identifier (Motorola MDC-1200 signature) programmed into the radio's memory and shall transmit the MDC signal upon pre-key (programmed to send the MDC signal at the beginning of each broadcast).
- c) It is preferred that each radio uniquely identifies the person the radio is issued to.
- d) Radios used in the system shall transmit a PL code as assigned by the Radio Systems Administrator.
- e) Radios used in the system shall have a receive PL code as assigned by the Radio Systems Administrator.
- f) Radios used in the system shall be programmed to operate within the transmit power levels authorized under KaneComm's FCC system licenses while operating on KaneComm licensed frequencies.
- g) Radios that cannot be programmed to operate within the standards listed above shall not be authorized to operate on any KaneComm licensed radio frequency.

Exhibit C
KaneComm Projected Budget and Subscriber Fee Schedule

	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
	Current	Current	New Subscriber				
	Agreement	Agreement	Agreement				
Projected KaneComm Budget	\$2,009,759	\$2,044,360	\$2,110,000	\$2,173,300	\$2,238,499	\$2,305,654	\$2,374,824
Anticipated Revenue from ETSB	\$490,800	\$495,000	\$550,000	\$550,000	\$550,000	\$550,000	\$550,000
Misc Revenue	\$700	\$700	\$700	\$700	\$700	\$700	\$700
Revenue Subtotal	\$491,500	\$495,700	\$550,700	\$550,700	\$550,700	\$550,700	\$550,700
Subscriber Fees	\$1,518,259	\$1,331,981	\$1,548,793	\$1,617,475	\$1,689,365	\$1,767,322	\$1,848,994
Total	\$2,009,759	\$1,827,681	\$2,099,493	\$2,168,175	\$2,240,065	\$2,318,022	\$2,399,694
Shortage		-\$216,679	-\$10,507	-\$5,125	\$1,566	\$12,369	\$24,870

Subscribing Agency	FY 16	FY 17	FY 18	FY 19	FY 20	FY 21	FY 22
Big Rock Fire Protection District	\$9,921	\$10,418	\$10,626	\$10,838	\$11,055	\$11,276	\$11,502
Burlington Fire Protection District	\$9,870	\$10,363	\$10,571	\$10,782	\$10,998	\$11,218	\$11,442
Fox River and Countryside Fire/Rescue District	\$28,781	\$30,220	\$30,825	\$31,441	\$32,070	\$32,711	\$33,366
Hampshire Fire Protection District	\$24,700	\$25,935	\$26,453	\$26,982	\$27,522	\$28,072	\$28,634
Kaneville Fire Protection District	\$7,906	\$8,302	\$8,468	\$8,637	\$8,810	\$8,986	\$9,166
Maple Park and Countryside Fire District	\$9,663	\$10,146	\$10,349	\$10,556	\$10,767	\$10,983	\$11,202
Pingree Grove and Countryside Fire Protection District	\$22,995	\$24,144	\$24,627	\$25,120	\$25,622	\$26,135	\$26,657
Campton Hills Police Department	\$59,419	\$62,390	\$65,510	\$68,785	\$72,225	\$75,836	\$79,628
Fox Valley Park District Police Department	\$42,989	\$45,139	\$47,396	\$49,766	\$52,254	\$54,867	\$57,610
Gilberts Police Department	\$66,420	\$69,741	\$73,228	\$76,890	\$80,734	\$84,771	\$89,009
Hampshire Police Department	\$80,319	\$84,334	\$88,551	\$92,979	\$97,628	\$102,509	\$107,634
Kane County Sheriff	\$731,360	\$427,767	\$569,728	\$598,214	\$628,125	\$659,531	\$692,508
Kane County Coroner		\$69,939	\$49,263	\$51,726	\$54,312	\$57,028	\$59,879
Kane County OEM		\$6,733	\$1,689	\$1,774	\$1,863	\$1,956	\$2,054
Kane County Courts		\$192,160	\$150,411	\$157,932	\$165,829	\$174,120	\$182,826
County Obligation		\$25,817					
Kane County Forest Preserve District Police Department	\$30,874	\$32,417	\$34,038	\$35,740	\$37,527	\$39,404	\$41,374
Maple Park Police Department	\$11,394	\$11,964	\$12,562	\$13,190	\$13,849	\$14,542	\$15,269
Pingree Grove Police Department	\$34,465	\$36,188	\$37,997	\$39,897	\$41,892	\$43,986	\$46,186
New Agency (South Elgin fee shown in FY16 & FY17)	\$309,540	\$108,339	\$255,000	\$262,650	\$270,530	\$281,351	\$292,605
Wayne Police Department	\$37,642	\$39,524	\$41,500	\$43,575	\$45,754	\$48,042	\$50,444

RESOLUTION 2017-05 Approved:

**AUTHORIZING THE VILLAGE PRESIDENT TO RENEW
THE INTERGOVERNMENTAL AGREEMENT WITH THE
COUNTY OF KANE FOR ANIMAL CONTROL**

BE IT RESOLVED BY THE BOARD OF TRUSTEES of the Village of Maple Park, Illinois, as follows:

Section 1. That pursuant to Section 8 of the Agreement for Animal Control Services (the “Agreement”) dated August 6, 2013, by and between the County of Kane and the Village of Maple Park, the Village hereby notifies Kane County of its intent to exercise its option to renew the Agreement for the period of April 1, 2017 through March 31, 2018.

Section 2. That the Village Clerk of the Village of Maple Park be authorized and directed to attest the Village President’s signature.

PASSED BY THE BOARD OF TRUSTEES of the Village of Maple Park, Illinois, at a regular meeting thereof held on the ____ day of ____, and approved by me as Village President on the same day.

Ayes: _____

Nays: _____

Absent: _____

APPROVED by the Village President on ____ of ____.

ATTEST:

ELIZABETH PEERBOOM, Village Clerk

KATHLEEN CURTIS, Village President

AGREEMENT FOR ANIMAL CONTROL SERVICES

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is made and entered into this ____ day of ____, 2016 by and between the **COUNTY OF KANE**, a body politic and corporate, and the _____, an Illinois municipal corporation.

WHEREAS, the County of Kane ("Kane County") is a body politic and corporate duly organized and existing under the Constitution and laws of the State of Illinois; and

WHEREAS, the _____ ("Municipality") is an Illinois municipal corporation; and

WHEREAS, Kane County pursuant to the Animal Control Act, 510 ILCS 5/1 et seq. (the "Act") has certain rights, duties and obligations with respect to rabies control and registration of dogs and cats on a county-wide basis, and also has primary responsibility for animal control activities within unincorporated Kane County; and

WHEREAS, the Municipality has the right, but not the obligation to control animal activities in its corporate limits, and has historically taken the primary responsibility for animal control activities within its corporate limits and desires to contract with the County to discharge these responsibilities; and

WHEREAS, pursuant to Kane County Board Ordinance 07-254, passed July 10, 2007, Kane County is ready, willing and able to contract with the municipalities of Kane County to provide them with animal control services, including but not limited to pick-up of animals running at large, sick or injured dogs and small, wild mammals such as skunks, raccoons, and bats and providing housing and adoption services for animals in its custody to the best of its ability at Kane County Animal Control, located at 4060 Keslinger Road, Geneva, IL, (the "Facility") the Kane County ; and

WHEREAS, the parties have a mutual interest in long term planning for animal control services in Kane County;; and

WHEREAS, pursuant to Article VII Section 10 of the Constitution of the State of Illinois and Section 3 of the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/3, units of local government are authorized and empowered to enter into agreements to obtain and share services and to exercise jointly or transfer any powers or functions not prohibited by law; and

WHEREAS, the Chairman of the Kane County Board has heretofore been authorized pursuant to Resolution _____ to enter into an intergovernmental agreement with the Municipality as herein provided;

NOW, THEREFORE the COUNTY OF KANE and the _____ do hereby agree as follows:

Section 1. Incorporation of Recitals. The facts and statements contained in the preamble to this Agreement are hereby incorporated herein as if fully set forth.

Section 2. Pickup Service Provided. The Kane County Animal Control Department will provide pickup service for stray dogs found within the limits of the Municipality, and for pickup of animals from locations where a forcible entry and detainer action results in an eviction conducted by the Kane County Sheriff, and shall transport them to the Facility or another County designated animal shelter for a service fee to be paid to the County as provided in Section 5-49(a) of the Kane County Code.

Section 3. Complaint Calls – Response. The Kane County Animal Control Department will respond to complaint calls, as provided in Section 5-49(a) of the Kane County Code, from the Municipality's police department (or appropriate Municipal officials if no police department exists), for barking dogs, dogs running at large and sick or injured wildlife outside of a building or structure within the limits of the Municipality and shall transport them to the Facility or another County designated animal shelter. The service fee to be paid to the County shall be that shown on Exhibit A. Should the Kane County Animal Control Department face unexpected budgeting concerns rendering the services described herein impossible to provide at the fees described herein, upon formal written notice by the Kane County Animal Control Administrator, the parties may renegotiate the financial terms of this Agreement. If the parties are unable to reach an agreement as to such renegotiation, any party may cancel this Agreement upon 30 days' written notice.

Section 4. Vicious or Dangerous Dogs. The Kane County Animal Control Department shall cooperate with the police department of the Municipality in responding to complaints relating to vicious or dangerous dogs. All complaints and proceedings shall be handled as provided in Sections 15 and 15.2 of the Act.

Section 5. Invoices for Services. Kane County shall invoice the Municipality for services provided at the end of each month and the Municipality shall remit payment to Kane County in full within thirty (30) days. The County invoice shall, at a minimum, specify the dates of service, particulars regarding the animal serviced and the types of services rendered. The County shall retain the right to limit, suspend, or terminate services to the Municipality if it shall omit to pay any fees within sixty (60) days of receipt of the County's invoice therefore. All fees for services shall be deposited by the County as set forth in Resolution 06-330.

Section 6. Termination of prior Agreements; Waiver of Fees. Upon the effective date of this Agreement, any and all prior agreements between Kane County and the Municipality are hereby terminated and abrogated.

Section 7. Fees and Charges to Individual Owners. Nothing in this Agreement shall be construed to limit the right of Kane County or the municipality to increase or impose any fees or charges to individual owners as permitted or provided by law.

Section 8. Effective Date; Termination. This Agreement shall commence upon the affixing of the last signature of any officer required to sign this Agreement, which date shall be deemed the "Effective Date." This Agreement shall remain in full force and in effect until _____ with two one-year renewal options. The Municipality shall notify the county in writing, not less than 60 days prior to the expiration date, of its intent to exercise each renewal option.

Section 9. Additional Agreement. The Parties agree to meet to work towards a long term solution to the regional issues of animal control. To that end, the County will assist the Municipality cooperatively with Metro West to participate in developing a plan to meet specific anticipated demand for animal control services due to municipal growth. Failure by the Municipality to participate in good faith in said meetings shall be a breach of the terms of this agreement by the Municipality.

Section 10. Service Provision Subject to Shelter Capacity.

The County shall reserve 30% of the animal shelter capacity for the exclusive use of the County for provision of services to residents of unincorporated Kane County and for its use for provision of County-wide animal bite investigation services. If, at any time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders constitute more than 60% but less than 70% of total shelter capacity, the Administrator shall notify the Municipality as provided for in Section 12 of this Agreement. If, at that time, in the opinion of the Kane County Animal Control Administrator, animals in the shelter from the Municipality and other municipal contract-holders has reached 70% of the total shelter capacity, the Administrator shall notify the Municipality that Animal Control services for new additional animals are being suspended and for what time period they shall be suspended to the Municipality and to all other municipal contract-holders. In the event of service suspension, the County shall work with the Municipality to identify and obtain animal control services from other service providers in the geographic area, but it shall be the sole responsibility of the Municipality to secure such services for its residents during the service suspension period, and the County shall have no obligation, responsibility or liability to the Municipality for animal control services except as provided by other applicable law. Animal Control services shall be reinstated when the Animal Control Administrator determines that the unused shelter capacity has exceeded 30% for two consecutive weeks.

Section 11. Indemnification. The Municipality shall indemnify, defend and hold harmless Kane County and its officers, agents and employees of and from any and all claims, demands, suits at law or in equity, of any kind and manner, which in any way occur or arise in connection with Kane County's services or facilities provided pursuant to this Agreement, except as to claims of negligence, intentional, willful or wanton acts committed by the County and its officers agents and employees and/or to the extent prohibited by law or public policy. In the event of a claim being made by the County under this Section, the County shall be entitled to be defended by counsel of

its own choosing, and the Municipality shall pay any reasonable attorneys' fees and expenses incurred by the County in connection therewith.

Section 12 Notices. Any notices permitted or required to be given under this Agreement shall be deemed given if sent by certified mail, return receipt requested, or by personal delivery to the person to who it is addressed, to the following:

If to Kane County:

County of Kane

Kane County Government Center

719 South Batavia Avenue - Building A - 2nd Floor

Geneva, IL 60134

Attention: County Board Chairman

With a copy to:

Animal Control Administrator

County of Kane

4060 Keslinger

Geneva, IL 60134

With a copy to:

States Attorney, Chief of the Civil Division

100 South Third Street, 4th Floor

Geneva, IL 60134

If to the Municipality:

Attention:

until notice of change of address is given in the manner provided. Notice by fax transmission or email communication shall not be sufficient unless required by an applicable statute.

Section 13 Severability. If any provision, clause or section of this Agreement shall be ruled or held invalid by any Court of competent jurisdiction, then and in such event such finding of invalidity shall not affect the remaining provisions of this Agreement which can be given effect without such invalid provisions and to that end to provisions of this Agreement are Severable.

Section 14 Entire Agreement of the Parties. This Agreement, and any ordinances or resolutions incorporated herein by reference or by operation of law constitutes the entire agreement of the parties and no modifications by course of conduct or oral agreement shall be valid unless reduced to writing and duly adopted by the Kane County Board and the Municipality.

Section 15. Binding Effect; Successors' Assignment. This Agreement shall be binding upon the respective parties hereto, and their lawful successors in interest, except that Kane County shall not assign performance of this Agreement to another unit of local government without the written consent of the Municipality.

WHEREFORE, the parties have caused this Agreement to be signed as of the date and year first above written.

COUNTY OF KANE

By: _____

Christopher Lauzen

County Board Chairman

ATTEST: _____

John A. Cunningham

Kane County Clerk

VILLAGE/CITY OF _____

By: _____

President/Mayor

ATTEST: _____

Village/City Clerk

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

ORDINANCE NO. 2017-03

AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP

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

ORDINANCE NO. 2017-03

AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP

WHEREAS, the Board of Trustees of the Village of Maple Park, Illinois has determined that it is in the best interest and welfare of the citizens of the Village of Maple Park, to adopt the zoning map of the Village of Maple Park, Illinois, DeKalb and Kane Counties.

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

Section 1. Pursuant to 65 ILCS 5/11-13-19, the Village of Maple Park shall annually publish the Official Zoning Map of the City. The Official Zoning Map of the Village of Maple Park, as of March 7, 2017, a copy of which is attached to this Ordinance and labeled Exhibit "A," is hereby published.

Section 2. The Official Zoning Map shall be filed and available for public purposes in the Office of the Village Clerk.

Section 3. This Ordinance shall be in full force and effect upon its passage and approval according to law.

PRESENTED to the Board of Trustees of the Village of Maple Park, DeKalb and Kane Counties, Illinois, this ____ day of _____, 2017.

PASSED by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois, this ____ day of _____, 2017.

SIGNED by the President of the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois, this ____ day of _____, 2017.

AYES: _____

NAYS: _____

ABSENT: _____

SEAL

Kathleen Curtis, Village President
Village of Maple Park, Illinois

ATTEST:

Elizabeth Peerboom, Village Clerk

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

PUBLICATION IN PAMPHLET FORM

I, Elizabeth Peerboom, certify that I am the Village Clerk of the Village of Maple Park, Kane and DeKalb Counties, Illinois, and as such officer I am the keeper of the records, files and proceedings of the corporate authorities of said municipality.

I further certify that, as of the date hereof, Ordinance No. 2017-03, adopted by the corporate authorities on _____, 2017, entitled "AN ORDINANCE ADOPTING THE MAPLE PARK ZONING MAP," has been duly published in pamphlet form in accordance with Section 1-2-4 of the Illinois Municipal Code.

IN WITNESS WHEREOF, I have hereunto affixed my official hand and the seal of the municipality this day of , 2017.

(SEAL)

Elizabeth Peerboom, Village Clerk
Village of Maple Park
Kane and DeKalb Counties, IL

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

ORDINANCE NO. 2017-08

**AN ORDINANCE ADOPTING CHAPTER 6, UNDER TITLE 10
OF THE VILLAGE CODE OF
THE VILLAGE OF MAPLE PARK, ILLINOIS
IN RELATION TO PORTABLE STORAGE UNITS**

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

ORDINANCE NO. 2017-08

AN ORDINANCE ADOPTING CHAPTER 6, UNDER TITLE 10 OF THE VILLAGE CODE OF THE VILLAGE OF MAPLE PARK, ILLINOIS IN RELATION TO PORTABLE STORAGE UNITS

WHEREAS, the City Council has deemed it to be in the best interest of the Village of Maple Park, Illinois to establish an ordinance as it relates to the placement of portable storage units in all zoning districts; and

WHEREAS, after careful consideration and deliberation, the Village of Maple Park, Illinois has determined that, due to their increasing popularity, portable storage units are becoming an increasingly utilized storage mechanism by residents and business owners in the Village and the same is in need of regulation; and

WHEREAS, the village board has determined that permitting portable storage units in conformity with this ordinance will not interfere with the health, safety and welfare of village residents.

NOW THEREFORE, BE IT ORDAINED by the Village Board of the Village of Maple Park, Illinois, as follows:

SECTION 1: DEFINITION

PORTABLE STORAGE UNIT shall mean any container, storage unit, shed-like container or other portable structure that can be or is used for the storage of personal property of any kind and which is located for such purposes outside an enclosed building. Specifically excluded from this definition are accessory buildings or sheds complying with all building codes and land use requirements.

SECTION 2: PLACEMENT, LIMITATIONS

- A. Portable storage units shall be permitted in any zoning district subject to compliance with the following:
 1. Portable storage units shall not be placed on Village owned property or public right-of-way.
 2. Portable storage units shall only be placed upon driveways or other hard surfaces, as approved by village staff, in all zoning districts.
 3. Only one portable storage unit shall be allowed per lot at a time.
 4. The number of days the portable storage unit shall remain on the lot would be a minimum of (1) day and a maximum of forty-five (45) days.
 5. Shipping containers are strictly prohibited.

SECTION 3: Any person found in violation of this Ordinance may be fined an amount not to exceed seven hundred and fifty (\$750.00) dollars. Each day that a violation is permitted to exist after notification thereof shall constitute a separate offense.

SECTION 4: That each Section and part hereof of this Ordinance is deemed to be severable and should any section or part thereof be held invalid or unconstitutional by any court of competent jurisdiction, such ruling shall not affect the validity or the constitutionality of the remaining portions of this Ordinance.

SECTION 5: All ordinances, resolutions or orders or parts thereof, which conflict with the provisions of this ordinance, are to the extent of such conflict hereby repealed.

SECTION 6: This ordinance shall be in full force and effect upon its passage and publication according to law.

PASSED by the President and the Board of Trustees of the Village of Maple Park, DeKalb County, Illinois, on the ____ day of ____, 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 _____

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

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

I further certify that on the 4th day of April, 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 **5th** day of **April, 2017**.

Elizabeth Peerboom, Village Clerk
Village of Maple Park
Kane and DeKalb Counties, Illinois



435 Borden Ave, PO Box 115, Sycamore, IL 60178
t. 815-899-2468 f. 815-524-2559

QUOTE
CMJQ2379
Jun 1, 2017

Quoted To:

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

Phone 815-827-3309


Prepared By:

Tim Davis

tim@cmjtech.net

Quote Expiration Date: 06/14/2017

Here is the quote you requested.

Description	Unit Price	Qty	Ext. Price
<input type="checkbox"/>  Lenovo ThinkCentre Tiny Desktop Computer - Intel Core i5 2.50 GHz - 8GB RAM - 256GB Solid State Hard Drive - 6 x Total USB Ports - Windows 7/10 Upgrade Pro 64-bit	\$799.00	2	\$1,598.00
<input type="checkbox"/> LG 24" LED LCD Small Format Monitor	\$169.99	4	\$679.96
<input type="checkbox"/> Microsoft Office 2016 Home & Business (Excel, Outlook, Powerpoint, Word and OneNote)	\$229.99	2	\$459.98
<input type="checkbox"/> New Computer Prep (Run security updates, Uninstall unnecessary programs, Install Microsoft Office, Run manufacturer updates)	\$99.99	2	\$199.98
<input type="checkbox"/> Estimated Labor - Delivery and setup of two new desktops and monitors. Changing Cheryl's old to Lou Larson	\$1,000.00		\$1,000.00
<input type="checkbox"/> Shipping	\$15.00	1	\$15.00

Subtotal	\$3,952.92
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Tax	\$0.00
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Shipping	\$0.00
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Grand Total	\$3,952.92
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Deposit Required	\$1,976.46
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Please contact me if I can be of further assistance.



435 Borden Ave, PO Box 115, Sycamore, IL 60178
t. 815-899-2468 f. 815-524-2559

QUOTE
CMJQ2201
Jun 1, 2017

Quoted To:

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

Phone 815-827-3309

Prepared By:

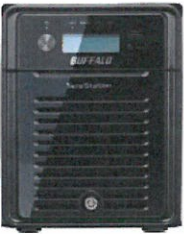
Chad Jewett

chad@cmjtech.net

815-899-2468



Quote Expiration Date: 06/14/2017

Description	Unit Price	Qty	Ext. Price
<input type="checkbox"/> ShadowProtect Server & Cloud Backup - Monthly - Includes backup software updates and support. - 1 TB Offsite Storage (Image Based). 12 Month Term Required	\$100.00	1	\$100.00
	(First Monthly Payment) \$100.00 billed Monthly		
<input type="checkbox"/> CMJ Premier Network Device Management - Monthly Per Device - Remote monitoring and alerts of NAS, including hardware health and critical events.	\$10.00	1	\$10.00
	(First Monthly Payment) \$10.00 billed Monthly		
<input type="checkbox"/> First year monthly discount	-\$11.00 billed Monthly		
<input type="checkbox"/>  Buffalo TeraStation 2 TB NAS - 2 x 2 TB drives configured in Raid 1 for Redundancy - Gigabit Ethernet (Local Backup Destination)	\$569.99	1	\$569.99
<input type="checkbox"/> Estimated Labor - Installation and configuration of NAS and ShadowProtect local and offsite backup software on Main Server.	\$600.00		\$600.00
<input type="checkbox"/> Shipping	\$15.00	1	\$15.00

	Subtotal	\$1,294.99
Your investment in addition to the Grand Total: \$99.00 Billed Monthly	Tax	\$0.00
	Shipping	\$0.00
	Grand Total	\$1,294.99
	Deposit Required	\$647.50

NOTE: In the event of a hardware failure, replacement of faulty equipment will go through the proper warranty/RMA process. All labor performed by CMJ in the evaluation and replacement of failing equipment under manufacturer warranty shall be billed at the standard hourly rate.



Quotation # 20503155

Date: March 1, 2017

Customer # Contract #

Village of Maple Park
Department of Public Works
302 Willow Street
Maple Park, IL 60151-0220

ATTENTION: Cheryl Aldridge
PHONE: (815) 827-3309
FAX: (815) 827-4040

ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
221 North LaSalle Street, Suite 863
Chicago, IL 60601

Phone: 312-609-0966 Fax: 909-307-3049
DUNS Number: 06-313-4175 CAGE Code: 0AMS3

*To expedite your order, please attach a copy of
this quotation to your purchase order.*

Quote is valid from: 03/01/2017 To: 05/30/2017

Material	Qty	Description	Unit Price	Total
93198	1	ArcGIS Desktop Basic Single Use License	1,500.00	1,500.00
Item Total:				1,500.00
Subtotal:				1,500.00
Sales Tax:				93.75
Estimated Shipping & Handling(2 Day Delivery) :				0.00
Contract Pricing Adjust:				0.00
Total:				\$1,593.75

\$1,500.00

Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Joe Araiza

Email: jaraiza@esri.com

Phone: 312-609-0966 x5383

The items on this quotation are subject to the terms set forth herein and the terms of your signed agreement with Esri, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal, which are incorporated by reference. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's products and services.

If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630

ARAIAJ

This offer is limited to the terms and conditions incorporated and attached herein.



ENVIRONMENTAL SYSTEMS RESEARCH INSTITUTE, INC.
221 North LaSalle Street, Suite 863
Chicago, IL 60601

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Village of Maple Park
Department of Public Works
302 Willow Street
Maple Park, IL 60151-0220

ATTENTION: Cheryl Aldridge

PHONE: (815) 827-3309

FAX: (815) 827-4040

If you have made ANY alterations to the line items included in this quote and have chosen to sign the quote to indicate your acceptance, you must fax Esri the signed quote in its entirety in order for the quote to be accepted. You will be contacted by your Customer Service Representative if additional information is required to complete your request.

If your organization is a US Federal, state, or local government agency; an educational facility; or a company that will not pay an invoice without having issued a formal purchase order, a signed quotation will not be accepted unless it is accompanied by your purchase order.

In order to expedite processing, please reference the quotation number and any/all applicable Esri contract number(s) (e.g. MPA, ELA, SmartBuy, GSA, BPA) on your ordering document.

BY SIGNING BELOW, YOU CONFIRM THAT YOU ARE AUTHORIZED TO OBLIGATE FUNDS FOR YOUR ORGANIZATION, AND YOU ARE AUTHORIZING ESRI TO ISSUE AN INVOICE FOR THE ITEMS INCLUDED IN THE ABOVE QUOTE IN THE AMOUNT OF \$_____, PLUS SALES TAXES IF APPLICABLE. DO NOT USE THIS FORM IF YOUR ORGANIZATION WILL NOT HONOR AND PAY ESRI'S INVOICE WITHOUT ADDITIONAL AUTHORIZING PAPERWORK.

Please check one of the following:

☐ I agree to pay any applicable sales tax.

☒ I am tax exempt, please contact me if exempt information is not currently on file with Esri.

Signature of Authorized Representative

Date

Name (Please Print)

Title

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Esri may charge a fee to cover expenses related to any customer requirement to use a proprietary vendor management, procurement, or invoice program.

For questions contact: Joe Araiza

Email: jaraiza@esri.com

Phone: 312-609-0966 x5383

The items on this quotation are subject to the terms set forth herein and the terms of your signed agreement with Esri, if any, or, where applicable, Esri's standard terms and conditions at www.esri.com/legal, which are incorporated by reference. Federal government entities and government prime contractors authorized under FAR 51.1 may purchase under the terms of Esri's GSA Federal Supply Schedule. Acceptance is limited to the terms of this quotation. Esri objects to and expressly rejects any different or additional terms contained in any purchase order, offer, or confirmation sent to or to be sent by buyer. All terms of this quotation will be incorporated into and become part of any additional agreement regarding Esri's products and services.

If sending remittance, please address to: Esri, File No. 54630, Los Angeles, Ca 90074-4630



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Esri, 380 New York St., Redlands, CA 92373-8100 USA • TEL 909-793-2853 • FAX 909-793-5953

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To expedite your order, please reference the quotation number on your purchase order.

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IMPORTANT! Collectively, these documents contain the authorizations and information necessary to ship proper versions of the software or data on the correct media or to initiate web-enabled services, subscriptions, or professional services. Please return them promptly to avoid unnecessary delays in shipping or delivery. Please return all documents to Esri Customer Service, or as otherwise directed.

Please show the following remittance address on your purchase order:

Esri, File No. 54630, Los Angeles, CA 90074-4630

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DELIVERY

FOB Redlands, CA, USA

Software: Allow five (5) days from Esri's receipt of purchase order, signed Software License Agreement(s), and other documents, as required.

Hardware: Manufacturer's terms apply. Lead times depend on make/models purchased.

Note: Standard delivery method is ground or two (2)-day air for software and surface carrier for hardware. Actual delivery method may vary depending on weight. Other services are available for an additional fee (e.g., overnight delivery).

PAYMENT TERMS

Net thirty (30) days, on approved credit. Orders less than eight hundred dollars (\$800) require prepayment by check or credit card unless your organization is a government agency, university, college, or Fortune 500 company.

TAXES

This quote includes applicable sales or use taxes for the prices quoted as required by law. The tax amount may change depending on the time lapse between this quote and your order to us. Esri will include applicable sales or use taxes on your invoice unless you provide proof with your order that your organization or use of the product is tax exempt.

Roger's Repair Service
101 Main St. Box 241
Maple Park, IL 60151

PROPOSAL

PROPOSAL NO.	17-21
SHEET NO.	1
DATE	5-31-17

PROPOSAL SUBMITTED TO:

WORK TO BE PERFORMED AT:

NAME Village of Maple Park	ADDRESS Village office
ADDRESS 302 Willow St.	CITY, STATE
CITY, STATE Maple Park IL	DATE OF PLANS
PHONE NO. 815-827-3309	ARCHITECT

We hereby propose to furnish the materials and perform the labor necessary for the completion of

Remove old Air handler + AC unit
Install 24,000 BTU AC
Install Air handler in Computer Room
Install 7 1/2 to 10 KW heating unit in air handler
Hook duct work to existing duct in ceiling
all 24V / 110V + 220 V. Wiring
all labor to complete Job

All material is guaranteed to be as specified, and the above work to be performed in accordance with the drawings and specifications submitted for above work and completed in a substantial workmanlike manner for the sum of:

Seven Thousand one hundred ninety five ^{N7/10} Dollars (\$ 7195 ⁰⁰)

with payments to be as follows

Payment in full upon Completion

Any alteration or deviation from above specifications involving extra costs will be executed only upon written order, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control.

Respectfully submitted

Per

Roger's Repair Service
Roger Kall

Note - This proposal may be withdrawn by us if not accepted within 60 days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payments will be made as outlined above.

SIGNATURE _____

DATE _____ SIGNATURE _____