



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, MAY 1, 2018

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 – April 3, 2018
 - Public Hearing – April 3, 2018
- b) Receive and File
 - Infrastructure Committee – March 13, 2018
 - Personnel Committee – March 20, 2018
 - Finance Committee – March 27, 2018
- c) Acceptance of Cash and Investment Report as of March 31, 2018
- d) Approval of Bills Payable and Manual Check Register #767

ACCOUNTS PAYABLE:	<u>\$111,177.39</u>
MANUAL CHECKS:	<u>3,184.10</u>
TOTAL:	<u>\$114,361.49</u>

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

Metrowest Council of Government Board Meeting – April 19, 2018 (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. CONSIDERATIONS

None.

C. ORDINANCES

1. ORDINANCE 2018-09 GARBAGE BILLING ADMIN FEE

AN ORDINANCE AMENDING TITLE 5, OF THE MUNICIPAL CODE OF THE VILLAGE OF MAPLE PARK, CHAPTER 2, GARBAGE AND REFUSE, 5-2-2, COLLECTION OF GARGAGE, SUBSECTION C, “CHARGES”

This ordinance lays out the administration fee that will be charged on water bills to allow the village to recoup some of the costs in conjunction with billing for garbage and refuse pickup.

2. ORDINANCE 2018-10 VILLAGE PRESIDENT / TRUSTEE PAY

AN ORDINANCE AMENDING TITLE 1 ADMINISTRATION, OF THE MUNICIPAL CODE OF THE VILLAGE OF MAPLE PARK, CHAPTER 5,

COMPENSATION, SECTION B PRESIDENT AND TRUSTEES, SUBSECTION 1.

This ordinance allows the village to lower the pay for the Village President and the Board of Trustees. This ordinance has been discussed and was recommended by the village's Finance Committee.

D. RESOLUTIONS

1. RESOLUTION 2018-08 NIU CGS STUDIES STRATEGIC PLAN

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT WITH THE BOARD OF TRUSTEES OF NORTHERN ILLINOIS UNIVERSITY, ACTING ON BEHALF OF NORTHERN ILLINOIS UNIVERSITY THROUGH ITS CENTER FOR GOVERNMENTAL STUDIES, HEREINAFTER REFERRED TO AS "UNIVERSITY," AND THE VILLAGE OF MAPLE PARK, HEREINAFTER REFERRED TO AS "MAPLE PARK"

This agreement will allow the NIU Center for Governmental Studies to conduct a series of public meetings in conjunction with the Board of Trustees to allow the village to put together a strategic plan.

2. RESOLUTION 2018-09 SALE OF VILLAGE PROPERTY

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN AGREEMENT FOR THE SALE OF VILLAGE PROPERTY.

This agreement will allow the village to transfer ownership of 110 Summer Street, Maple Park, IL. Parcel #07-31-131-004.

3. RESOLUTION 2018-10 KANE CDBG GRANT APPLICATION

A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE AN APPLICATION FOR KANE COUNTY COMMUNITY DEVELOPMENT FUNDS, A FUNDING AGREEMENT AND OTHER NECESSARY DOCUMENTS UPON APPROVAL OF THE APPLICATION BY THE KANE COUNTY BOARD, AND ANY REQUESTS FOR PAYMENT AND DOCUMENTATION REQUIRED TO BE SUBMITTED BY THE VILLAGE OF MAPLE PARK TO KANE COUNTY REQUESTING DISPERSAL OF FUNDS.

This application will be submitted to Kane County for the 2018 Community Development funding for a project within the Village of Maple Park.

16. VILLAGE PRESIDENT REPORT

17. TRUSTEE REPORTS

Agenda
Board of Trustees Meeting
May 1, 2018
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18. CLERK REPORT

19. ADJOURNMENT



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BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, APRIL 3, 2018

7 p.m.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

1. CALL TO ORDER

Village President Kathy Curtis called the meeting to order at 7:03 p.m.

2. PLEDGE OF ALLEGIANCE

3. ROLL CALL/QUORUM ESTABLISHED

Village Clerk Liz Peerboom called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee JP Dries, Trustee Bart Shaver, and Trustee Kristine Dalton. Absent: Luke Goucher (arrived late). Attending Remotely: Brandon Harris.

Others present: Village Accountant Cheryl Aldridge, Village Attorney Kevin Buick, Public Works Director Mike Miller, Police Chief Dean Stiegemeier, Village Engineer Jeremy Lin, and Village Clerk Liz Peerboom.

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

John Peloso, Maple Park Business owner and resident, discussed the referendum and asked if the Board could not add sales tax to the businesses in town. Ray Lynch, Maple Park business owner agreed.

Trustee Goucher arrived at 7:04 p.m.

5. PRESENTATION – DEREK HILAND, DEKALB COUNTY COMMUNITY DEVELOPMENT DIRECTOR

Derek Hiland, the Director of the DeKalb County Community Development Department, representing the Regional Planning Commission. He said that he received a letter that Maple Park was going to terminate the membership in the Regional Planning Commission. He distributed a list of all of the members of the Regional Planning Commission and some of the agenda highlights from 2017 to present. Mr. Hiland said that the organization establishes economic development initiatives and would like to include Maple Park in the Regional Planning Commission and would like the Board to reconsider the decision to terminate the membership.

6. PRESENTATION – ANITA ZURBRUG, DEKALB COUNTY COMMUNITY FUND

Anita Zurbrugg, DeKalb County Community Fund was present to advise the Board that the Village of Maple Park has received the Economic Development grant and presented \$10,000 to President Curtis to initiate the strategic plan for the village. Kevin McCarter from Resource Bank presented President Curtis with a check for \$500 to go toward the village's portion of the grant.

7. CONSIDERATIONS

1. CONSIDERATION OF A REQUEST BY FUTURE LINK TO ACCESS THE WATER TOWER

Employees of Future Link would like to access the water tower in order to evaluate whether or not their equipment will work on the top of the building.

President Curtis asked to move this item to the beginning of the agenda, so that the employees of Future Link did not have to sit through the whole meeting.

Jimi Holakovsky and Mat Miayl from Future Link were present to request access to the Water Tower to evaluate the area before signing the agreement.

After some discussion about insurance and access to the water tower, Trustee Dries made a motion to approve the request by Future Link to Access the Water Tower, as long as the Village Clerk receives Future Link's insurance certificate before accessing the water tower, seconded by Trustee Shaver.

Motion carried by roll call vote. Aye: Dries, Goucher, Harris, Shaver. Nay: Dalton. Absent: Higgins. (4-1-1)

8. 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 – March 6, 2018

b) Receive and File

- Infrastructure Committee – February 13, 2018 and March 12, 2018
- Personnel Committee – February 20, 2018
- Finance Committee – February 27, 2018

- c) Acceptance of Cash and Investment Report as of February 28, 2018
- d) Approval of Bills Payable and Manual Check Register #766

ACCOUNTS PAYABLE:	<u>\$20,926.40</u>
MANUAL CHECKS:	<u>2,183.37</u>
TOTAL:	<u>\$23,109.77</u>

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

None.

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

9. FINANCIAL REPORT

No questions on the Financial Report.

10. LEGAL REPORT

There were no questions on the Legal Report.

11. POLICE DEPARTMENT REPORT

Chief Stiegemeier advised that everything is running smoothly, and that 93 total kids were in attendance in the Drop-In Center last month. Trustee Dries asked about the Polar Plunge. Chief Stiegemeier advised that the Polar Plunge was in February.

12. PUBLIC WORKS REPORT

No Report.

13. ENGINEERING REPORT

Village Engineering advised that he has been reviewing the NPDES permit, which is in renewal process now. He reminded the Board that the Village has two permits – one for the lagoon, and one for the expansion. He added that he was successful in the last two years in negotiating with the IEPA to only have to pay for the lagoon permit, since they are not in the process of expanding the Waste Water Treatment Plant yet.

14. COMMITTEE REPORTS

- Personnel & Communications – JP Dries, Chair

Trustee Dries advised that the committee has established a timeline for Public Works Director position. He added that the Code Enforcement position will be moving forward. He also advised that the committee will be working on updates to the employee handbook. President Curtis advised that she, the Police Chief and Trustee Goucher will discuss this position with the Building Inspector.

- Finance & Public Relations & Development – Luke Goucher, Chair

None.

- Infrastructure – Brandon Harris, Chair

None.

15. OLD BUSINESS

None.

16. NEW BUSINESS

17. PROCLAMATIONS

1. PROCLAMATION 2018-01 MUNICIPAL CLERKS WEEK

This proclaims May 6 – May 12, 2018 as Municipal Clerks Week

Village President Kathy Curtis read the Proclamation naming May 6-12, 2018 as Municipal Clerks Week.

18. ORDINANCES

1. ORDINANCE 2018-06 AMENDING FY18 APPROPRIATIONS ORDINANCE

AN ORDINANCE TO SUPPLEMENT THE APPROPRIATION ORDINANCE
FISCAL YEAR 2018 FOR THE VILLAGE OF MAPLE PARK, ILLINOIS

This ordinance is a Supplemental Ordinance to offset overage expenses from the FY18 budget.

Trustee Dries made a motion to approve Ordinance 2018-06, Amending the FY18 Appropriations Ordinance, seconded by Trustee Goucher. Village Accountant Cheryl Aldridge went over the reasons for amending the ordinance.

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

2. **ORDINANCE 2018-07 FY19 APPROPRIATIONS ORDINANCE**

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019 IN THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS.

This budget document has been reviewed by the Finance Committee; the village held a Public Hearing and is presented now to the full Board for approval.

Trustee Dries made a motion to approve Ordinance 2018-07, FY19 Appropriations Ordinance, seconded by Trustee Goucher.

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

3. **ORDINANCE 2018-08 SALES TAX**

AN ORDINANCE IMPOSING NON-HOME RULE MUNICIPAL RETAILERS' OCCUPATION TAX AND SERVICE OCCUPATION TAX

This ordinance allows the village to impose the non-home rule sales tax that was passed by voters in Maple Park on the March 6, 2018 ballot.

Trustee Goucher made a motion to approve Ordinance 2018-08, an Ordinance Imposing Non-Home Rule Municipal Retailers' Occupation Tax and Service Occupation Tax, which was approved by referendum on March 6, 2018, seconded by Trustee Shaver.

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

19. RESOLUTIONS

1. **RESOLUTION 2018-07 LEASE AGREEMENT**

AUTHORIZING THE VILLAGE PRESIDENT TO EXECUTE LEASE AGREEMENT FOR THE RENTAL OF ROOM 6, OF THE MAPLE PARK CIVIC CENTER

This resolution allows the Village President to sign a lease to rent office space in the Civic Center.

Trustee Goucher made a motion to approve Resolution 2018-07, seconded by Trustee Dalton.

Village Clerk Liz Peerboom advised that she has moved the yoga class into the old Virgil Township Office and this engineering company would lease the old Exercise Room (Room 6), for a 9-month period while they do a project for IDOT.

President Curtis advised that the engineering firm will be paying \$400 per month for the temporary lease.

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

16. VILLAGE PRESIDENT REPORT

None.

17. TRUSTEE REPORTS

None.

18. ADJOURNMENT

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

Meeting adjourned at 7:30 p.m.

Liz Peerboom, CMC
Village Clerk



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PUBLIC HEARING – MINUTES

VILLAGE OF MAPLE PARK, ILLINOIS, KANE AND DEKALB COUNTIES, FOR THE PURPOSE OF PUBLIC DISCUSSION OF THE FY2019 APPROPRIATIONS ORDINANCE

**Tuesday, April 3, 2018
Maple Park Civic Center
302 Willow Street, Maple Park
7:00 P.M.**

1. CALL TO ORDER

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

2. ROLL CALL

Village Clerk Liz Peerboom called the roll call and the following Board members were present: Village President Kathy Curtis, Trustee JP Dries, Trustee Bart Shaver, and Trustee Kristine Dalton. Absent: Luke Goucher (arrived late). Attending Remotely: Brandon Harris.

Others present: Village Accountant Cheryl Aldridge, Village Attorney Kevin Buick, Public Works Director Mike Miller, Police Chief Dean Stiegemeier, Village Engineer Jeremy Lin, and Village Clerk Liz Peerboom.

3. PUBLIC HEARING

ORDINANCE 2018-07 FY2019 APPROPRIATIONS ORDINANCE

AN ORDINANCE ADOPTING THE ANNUAL APPROPRIATION FOR THE FISCAL YEAR BEGINNING MAY 1, 2018 AND ENDING APRIL 30, 2019 IN THE VILLAGE OF MAPLE PARK, KANE AND DEKALB COUNTIES, ILLINOIS.

Total Revenues: \$1,420,478

Total Expenses: \$1,279,384

President Curtis went over different projects that are included in the budget.

4. ADJOURNMENT

President Curtis closed the public hearing at 7:02 p.m.

Liz Peerboom, CMC
Village Clerk



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INFRASTRUCTURE COMMITTEE MEETING MINUTES

Tuesday, March 13, 2018

7:00 p.m.

Maple Park Civic Center

302 Willow Street, Maple Park, IL

MEETING *RESCHEDULED*
TO
MONDAY, MARCH 12, 2018

DRAFT

Committee Members

Trustee Harris, Chair

Trustee Goucher

Trustee Higgins

Trustee Dries



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Approved by the Personnel
Committee on April 17, 2018.

PERSONNEL & COMMUNICATIONS COMMITTEE

Minutes

Tuesday, March 20, 2018

7:00 p.m. Village of Maple Park

302 Willow Street, Maple Park, IL, 60151

1. MEETING CALL TO ORDER AND ROLL CALL

Chairman Dries called the meeting to order at 7:06 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee JP Dries, Trustee Bart Shaver, Trustee Kristine Dalton.

Others present: Police Chief Dean Stiegemeier, Public Works Director Mike Miller.

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

- February 20, 2018

Trustee Shaver made a motion to approve the meeting minutes from February 20, 2018, seconded by Trustee Dalton. Motion carried by voice vote.

4. DISCUSSION OF DIRECTOR OF PUBLIC WORKS POSITION

The committee discussed the Director of Public Works position job description. Trustee Dalton had concerns about the temporary snow plowing employees and whether or not they signed an employment agreement each year. Consensus was to change the title of the temporary employees to either on-call or reserve employees.

After looking at the employee handbook, it was decided that there is a section on temporary employees and do not qualify for any benefits, including holiday pay.

Trustee Dries asked about the background check. After some discussion, consensus was to add the words criminal background check.

MINUTES

Personnel and Communications Committee Meeting

March 20, 2018

Page 2 of 3

Trustee Dries asked Director of Public Works Mike Miller what his target retirement date might be. Mr. Miller advised that his target date would be November 6, 2018, because that is his 62nd birthday. After some discussion, it was decided that his target date would be November 9, 2018. Mr. Miller said that he would be around town for questions and will not charge the village.

The committee then discussed the timeline. The committee decided that the hire date would October 1, 2018, which would give five good weeks of training, and one week of shadowing; and offer would be made by August 31; Job posting would go out June 1, 2018, for 30 days on the website, in the paper for 2 weeks. At the July 17, 2018 Personnel meeting, the interview schedule will be set.

The job posting and job description will be approved at the May Personnel meeting.

5. DISCUSSION OF CODE ENFORCEMENT OFFICER POSITION

Trustee Dries advised that a draft of the job description and job posting was distributed. Trustee Dalton said that she is concerned that the Building Inspector should be doing the duties covered by the Code Enforcement Officer. She feels that a conversation needs to be had with the current Building Inspector about doing these duties.

Trustee Dries said that he does not disagree that the Building Inspector job description should change if the village hires a Code Enforcement Officer position. He also said that there isn't funding for this position so this position will wait on that.

Trustee Dalton said that she thinks that this job position should only be a temporary position to see how it works. Trustee Dries said that the village is not losing money on Lou's time because the salary is offset by building permits.

Trustee Dalton said that she thinks if it comes down to hiring another person, what about a part-time police department secretary; adding that this person would be answering the phones and entering records for the police department. Police Chief Stiegemeier advised that when the report is entered it enters the record for you.

6. FINALIZATION OF GOLF CART ORDINANCE ADDITIONS

The committee discussed the golf cart application. Trustee Dalton had some issues with the application. The committee then discussed late fees. Consensus was to update the ordinance to allow for a \$10.00 late fee.

7. DISCUSSION OF HOLIDAY PAY / SPECIAL EVENT PAY – POLICE DEPT

Trustee Dries advised that the employee handbook allows for 12 holidays for full- and part-time employees. He added that the handbook does not address when an employee works that holiday.

The committee then discussed the different holidays that the Police Chief needs covered.

MINUTES

Personnel and Communications Committee Meeting

March 20, 2018

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Trustee Dries said that he will work on a change to the employee handbook allowing part-time officers to receive time and a half if they work those holidays.

Trustee Dries said that he thinks that a section needs to be added to the handbook that covers special events. Trustee Dries said that he thinks that if the village allows for overtime for the bike races, this might open the door for the employees to ask for over time for Fun Fest. Chief Stiegemeier advised that, with the bike races, the cost of the overtime would be paid by the organization that is having the bike event. Trustee Dries said that he would work on the handbook change to present to the committee in April.

Trustee Dries said that he would word the overtime section to read that Fun Fest would not be an over time event.

10. OTHER ITEMS

None.

11. ADJOURNMENT

Trustee made a motion to adjourn the meeting seconded by Trustee.

Meeting adjourned at 8:46 p.m.

Committee Members:

Trustee JP Dries, Chair

Trustee Kristine Dalton

Trustee Brandon Harris

Trustee Bart Shaver



Village of Maple Park

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

Approved by the Finance
Committee on 4/24/18.

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FINANCE AND PUBLIC RELATIONS & DEVELOPMENT COMMITTEE MEETING MINUTES

Tuesday, March 27, 2018

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 7:03 p.m.

Village Clerk Liz Peerboom called the roll call and the following Committee members were present: Trustee Luke Goucher, Trustee Bart Shaver, and Trustee Kristine Dalton. Absent: Trustee Chris Higgins.

Others present: Trustee JP Dries, Trustee Brandon Harris, Village President Kathy Curtis, Village Accountant Cheryl Aldridge, Police Chief Dean Stiegemeier, Public Works Director Mike Miller 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

- February 27, 2018

Trustee Dalton made a motion to approve the meeting minutes from February 27, 2018, seconded by Trustee Shaver. Motion carried by voice vote.

4. DISCUSSION OF FY19 BUDGET

Village Accountant Cheryl Aldridge discussed the following:

The committee discussed the revenue department by department.

The committee then discussed Trustee and President Pay. Trustee Goucher made a motion to lower Trustee and President pay, seconded by Trustee Shaver. Motion carried by roll call vote. Aye: Goucher, Shaver. Nay: Dalton. Absent: Higgins. (2-1-1) The Village Clerk will have an ordinance on the next Board agenda for approval.

MINUTES

Finance Committee

Tuesday, March 27, 2018

Page 2 of 2

They then discussed employee raises and bonuses. Employee pay – Josh \$500 bonus; Dean \$500. Trustee Dalton suggested 2% for employees and 3% for police officers, with new officers starting at a lower rate. Trustee Goucher would like to give Director of Public Works Miller some consideration in his last year. He proposed \$1,500 as a bonus and a pay raise of 2%. Cathy Mathews 2% raise. Ms. Aldridge advised that she would layer in these changes and have them for the Board before the next Board meeting.

Ms. Aldridge advised that the estimated general fund balance will be lower than she typically likes it to be. She suggested suspending Consensus was that the suspension could be done through the appropriations ordinance and a separate ordinance or vote was not necessary.

The committee discussed adding a garbage admin fee. After some discussion, Trustee Goucher made a motion to implement a garbage admin fee to total \$15,000, seconded by Trustee Shaver. Aye: Goucher, Shaver. Nay: Dalton. Absent: Higgins. (2-1-1)

The committee then discussed the sales tax increase that was approved through the ballot questions. Clerk Peerboom advised that once she gets the certification of ballots from the counties, she would need to send those along with the approved ordinance to the IL Department of Revenue by May 1, 2018. Clerk Peerboom will find out about notices to business owners.

Trustee Goucher went over the proposed changes to the budget, and asked for additions or deletions to the changes.

The committee briefly discussed road and bridge projects.

5. DISCUSSION OF OTHER ITEMS

Clerk Peerboom apologized that the Engineering RFP did not make the agenda. She distributed the submissions that she did receive. Consensus was to interview each firm, then make a decision as to whether the village goes with one of the firms or stay with the village's current engineering firm.

6. ADJOURNMENT

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

Meeting adjourned at 8:18 p.m.

Liz Peerboom, CMC
Village Clerk

Committee Members
Trustee Goucher. Chair
Trustee Dalton
Trustee Higgins
Trustee Shaver

VILLAGE OF MAPLE PARK, ILLINOIS
Schedule of Cash and Investments
March 31, 2018

Fund	Interest Rate	First Midwest CD	IPTIP Accounts	First Midwest Money Market	Old Second Checking	Total Cash & Investments
Operating Funds						
General Fund						
Old Second - Checking Acct	0.00%	-	-	-	(11,820.63)	(11,820.63)
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	149,016.89	-	-	149,016.89
Total General Fund		-	149,016.89	-	(11,820.63)	137,196.26
Utility Tax Fund						
Old Second - Checking Acct	0.00%	-	-	-	(3,540.27)	(3,540.27)
First Midwest Bank		-	-	246,947.85	-	246,947.85
Old Second - TIF Checking Acct	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	97,700.85	-	-	97,700.85
First Midwest Bank - CD	1.00%	150,517.81	-	-	-	150,517.81
Total Utility Tax Fund		150,517.81	97,700.85	246,947.85	(3,540.27)	491,626.24
TIF District Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Old Second - TIF Checking Acct	0.00%	-	-	-	38,662.87	38,662.87
Total Road & Bridge Fund		-	-	-	38,662.87	38,662.87
Road & Bridge Fund						
Old Second - Checking Account	0.00%	-	-	-	4,653.77	4,653.77
Illinois Public Treasurer's Pool		-	34,868.50	-	-	34,868.50
Total Road & Bridge Fund		-	34,868.50	-	4,653.77	39,522.27
Motor Fuel Tax Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool		-	102,054.14	-	-	102,054.14
Total Motor Fuel Tax Fund		-	102,054.14	-	-	102,054.14
Water & Sewer Funds						
Operating Accounts						
Old Second - Checking Account		-	-	-	(989.84)	(989.84)
Illinois Public Treasurer's Pool		-	303,823.27	-	-	303,823.27
Total Operating Accounts		-	303,823.27	-	(989.84)	302,833.43
Water Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	20,378.51	20,378.51
Illinois Public Treasurer's Pool		-	141,445.19	-	-	141,445.19
First Midwest Bank - CD	1.00%	10,034.52	-	-	-	10,034.52
Total Water Improvement Accounts		10,034.52	141,445.19	-	20,378.51	171,858.22
Sewer Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	21,467.62	21,467.62
Illinois Public Treasurer's Pool		-	183,362.59	-	-	183,362.59
First Midwest Bank - CD	1.00%	90,310.68	-	-	-	90,310.68
Total Sewer Improvement Accounts		90,310.68	183,362.59	-	21,467.62	295,140.89
Total Water & Sewer Funds		100,345.20	628,631.05	-	40,856.29	769,832.54
Total Village Operating Funds		250,863.01	1,012,271.43	246,947.85	68,812.03	1,578,894.32
Escrow Funds						
School Land Cash						
Old Second - Checking Account	0.00%	-	-	-	9,600.00	9,600.00
Developer Escrow Fund						
Old Second - Checking Account	0.00%	-	-	-	70,029.53	70,029.53
Total Village Escrow Funds		-	-	-	79,629.53	79,629.53
Total Village Cash & Investments		250,863.01	1,012,271.43	246,947.85	148,441.56	1,658,523.85

SYS DATE:04/26/18

VILLAGE OF MAPLE PARK
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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 CARGILL, INCORPORATED 2904056252	01-50-5175	ROAD SALT	1534.39	1534.39
01 CASEY'S GENERAL STORES, INC. 04022018	01-30-5250	GASOLINE	409.85	409.85
01 COAST TO COAST SOLUTIONS IVC0085683	01-30-5100	GLOVES	169.51	169.51
01 COMMONWEALTH EDISON 0147077192 0418	01-50-5730	STREET LIGHTING	4409.98	264.33
0498142046 0318	52-20-5730	LIFT STATION		357.10
0798152002 0318	52-10-5730	WELL		1734.12
1620026021 0318	52-20-5730	WWTP		1000.55
4665155040 0418	01-50-5730	STREET LIGHTING		850.86
5778015012 0318	01-20-5730	HERITAGE HILLS POND		203.02
01 CONSERV FS, INC. 121007135	01-20-5250	GASOLINE	480.59	173.01
121007135	01-50-5250	GASOLINE		67.28
121007135	52-10-5250	GASOLINE		173.01
121007135	52-20-5250	GASOLINE		67.29
01 C.S.R.BOB CAT, INC. 132872	01-20-5600	ROLLER RENTAL	400.00	400.00
01 DEKALB COUNTY ECONOMIC DEVELOP 04302018	01-10-5570	MEMBERSHIP	300.00	300.00
01 THE ECONOMIC DEVELOPMENT GROUP 04032018	13-00-8417	PROFESSIONAL FEES	2103.20	2103.20
01 FOSTER, BUICK, CONKLIN & LUNDG 21216	01-10-5330	ORDINANCE VIOLATION	1312.50	262.50
21216	01-10-5330	GENERAL COUNSEL		787.50
21216	01-10-5330	LIQUOR ISSUES		87.50
21216	01-10-5330	ORDINANCES&RESOLUTIONS		175.00
01 GOODENOUGH INC. 60157	01-10-5420.02	PLUMBING INSPECTIONS	150.00	50.00
60165	01-10-5420.02	PLUMBING INSPECTIONS		100.00
01 GMJB INC. 10407	01-20-5600	WATER SERVICE	5061.43	2600.00
10407	52-10-5600	WATER REPAIR		961.43
10419	01-20-5600	REPAIR AT POND		1500.00
01 FRONTIER 8158273286 0418	01-30-5700	POLICE TELEPHONE	520.50	139.32
8158273309 0418	01-10-5700	OFFICE TELEPHONES		216.86
8158273710 0418	52-10-5700	WELL HOUSE		57.51
8158275039 0418	52-20-5700	WWTP		49.30
8158275069 0418	52-20-5700	LIFT STATION		57.51
01 HACH CO. 10895744	52-10-5600	HACH SERVICE PLUS	158.00	158.00
01 J & R HERRA, INC. 37325	01-40-5600	PLUMBING REPAIRS	2438.75	2438.75

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 DENNIS M. LEXA			100.96	
7848	01-30-5600	2017 INTERCEPTOR-OIL CHANGE		50.48
7913	01-30-5600	2017 INTERCEPTOR OIL CHANGE		50.48
01 ICMA-RC			250.00	
41258	01-10-5390	04/01/18-06/30/18 PLAN FEE		250.00
01 ILLINOIS ENVIRONMENTAL PROTECT			48506.62	
03152018	52-20-5870	L17-0334 FINAL PAYMENT		29531.23
03152018	52-20-5880	L17-0334 FINAL PAYMENT		423.04
03152018A	52-10-5886	L17-3375		13174.81
03152018A	52-10-5888	L17-3375		5377.54
01 STATE FIRE MARSHAL			125.00	
5125091959	01-40-5900	CONVEYANCE CERTIFICATE		125.00
01 IMPACT NETWORKING, LLC			518.78	
1092551	01-10-5200	COPY COSTS		518.78
01 JACOB & KLEIN, LTD.			267.05	
04032018	13-00-8417	PROFESSIONAL FEES		267.05
01 JANCO SUPPLY INC.			340.40	
275056	01-40-5100	SUPPLIES		104.00
275179	01-40-5100	SUPPLIES		236.40
01 KANE COUNTY ANIMAL CONTROL			100.00	
A127852	01-10-5390	ANIMAL CONTROL		100.00
01 KANELAND CUSD #302			32722.39	
04262018	70-00-5930	CARR AGREEMENT		16000.00
04262018	28-00-2200.91	KANELAND IMPACT FEES		15214.39
04262018	28-00-2200.90	KANELAND FOUNDATION FEES		1508.00
01 VULCAN MATERIALS COMPANY			29.84	
31649475	15-00-5620	STONE		29.84
01 LINTECH ENGINEERING, INC.			850.00	
2080	01-10-5320	LOT REVIEWS		850.00
01 LOWE'S			130.17	
04172018	01-40-5600	MAINTENANCE & REPAIR		130.17
01 METRO WEST COUNCIL OF GOVERNME			785.00	
3383	01-10-5570	MEMBERSHIP DUES		750.00
3426	01-10-5920	BOARD MEETING		35.00
01 LINTECH ENGINEERING, INC.			2500.00	
2079	52-10-5390	APRIL SERVICE		1250.00
2079	52-20-5390	APRIL SERVICE		1250.00
01 MIKE MILLER			50.00	
04302018	01-10-5700	CELL PHONE		50.00
01 NEOPOST USA INC			83.85	
55719251	01-10-5160	POSTAGE METER		83.85
01 NICOR			1415.45	
331314100040418	01-50-5730	GARAGE GAS		156.09
399087100050418	01-40-5730	CIVIC CENTER GAS		1259.36
01 NORTH EAST MULTI-REGIONAL			760.00	
233733	01-30-5560	POLICE TRAINING		760.00

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
=====				
01 STATE OF IL. FIRE MARSHAL 9594300	01-40-5900	HOT WATER TANK CERTIFICATE/INSPECTI	95.00 95.00	95.00
01 STERLING CODIFIERS, INC. 20698	01-10-5390	SUPPLEMENT #21	976.00	976.00
01 SUBURBAN LABORATORIES, INC. 152324	52-10-5335	TEST EXPENSE	871.76	75.00
153081	52-10-5335	TEST EXPENSE		646.76
154050	52-10-5335	TEST EXPENSE		75.00
154564	52-10-5335	TEST EXPENSE		75.00
01 VERIZON WIRELESS 9805691697	01-10-5700	CELL PHONES	250.42	70.47
9805691697	01-30-5700	CELL PHONES		65.90
9805691697	01-30-5700	AIR CARDS		114.05
** TOTAL CHECKS TO BE ISSUED			111177.39	

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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01		GENERAL FUND	19560.71	
13		TIF DISTRICT	2370.25	
15		ROAD & BRIDGE FUND	29.84	
28		DEVELOPERS ESCROW FUND	16722.39	
52		WATER & SEWER FUND	56494.20	
70		SCHOOL LAND CASH FUND	16000.00	
***		GRAND TOTAL ***	111177.39	
		TOTAL FOR REGULAR CHECKS:	110,276.30	
		TOTAL FOR DIRECT PAY VENDORS:	901.09	

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

=====

PAYABLE TO REG#	INV NO	CHECK DATE G/L NUMBER	CHECK NO DESCRIPTION	AMOUNT	DISTR
01	VANTAGEPOINT TRANSFER AGENTS-#04/05/18	21133		325.77	
45	04052018	01-00-2150	ICMA PAYABLE		85.65
45	04052018	01-20-5030	PENSION EXPENSE		49.80
45	04052018	01-30-5030	PENSION EXPENSE		89.23
45	04052018	01-50-5030	PENSION EXPENSE		49.79
45	04052018	52-10-5030	PENSION EXPENSE		25.65
45	04052018	52-20-5030	PENSION EXPENSE		25.65
01	VANTAGEPOINT TRANSFER AGENTS-#04/17/18	21160		260.29	
45	04172018	01-00-2150	ICMA PAYABLE		160.29
45	04172018	01-20-5030	PENSION EXPENSE		26.40
45	04172018	01-30-5030	PENSION EXPENSE		20.00
45	04172018	01-50-5030	PENSION EXPENSE		26.40
45	04172018	52-10-5030	PENSION EXPENSE		13.60
45	04172018	52-20-5030	PENSION EXPENSE		13.60
01	VANTAGEPOINT TRANSFER AGENTS-#04/19/18	21163		325.77	
45	04192018	01-00-2150	ICMA PAYABLE		85.65
45	04192018	01-20-5030	PENSION EXPENSE		49.80
45	04192018	01-30-5030	PENSION EXPENSE		89.23
45	04192018	01-50-5030	PENSION EXPENSE		49.79
45	04192018	52-10-5030	PENSION EXPENSE		25.65
45	04192018	52-20-5030	PENSION EXPENSE		25.65
01	ELIZABETH PEERBOOM	04/11/18	21154	30.00	
45	04112018	01-10-5900	PYMT FROM DAVIS JUNCTION		30.00
01	AMERICAN BANK & TRUST	04/11/18	21153	2242.27	
45	03282018E	01-40-5600	MAINTENANCE & REPAIR		205.61
45	03282018E	01-50-5600	MAINTENANCE & REPAIR		37.57
45	03282018E	01-50-5620	STREET MAINTENANCE		345.26
45	03282018E	52-10-5600	MAINTENANCE & REPAIR		220.25
45	03282018F	01-10-5155	GOLF CART LICENSE EXPENSE		167.70
45	03282018F	01-10-5200	OFFICE SUPPLIES		359.93
45	03282018F	01-10-5390	OTHER PROFESSIONAL SERVICES		459.00
45	03282018F	01-10-5900	OTHER EXPENSES		47.00
45	03282018H	01-30-5100	GENERAL SUPPLIES		390.37
45	03282018I	01-40-5600	MAINTENANCE & REPAIR		9.58

** TOTAL MANUAL CHECKS REGISTERED

3184.10

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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	CHECK DATE	CHECK NO	AMOUNT	DISTR
REG# INV NO	G/L NUMBER	DESCRIPTION		

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REPORT SUMMARY

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CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	111177.39	3184.10	114361.49
TOTAL CASH	111177.39	3184.10	114361.49

=====

DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	19560.71	2834.05	22394.76
13	2370.25	.00	2370.25
15	29.84	.00	29.84
28	16722.39	.00	16722.39
52	56494.20	350.05	56844.25
70	16000.00	.00	16000.00
TOTAL DISTR	111177.39	3184.10	114361.49

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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, MAY 1, 2018

- Budget Report – There is no budget report included this month. Year end entries have begun; but have not been completed. I will give the Board an update once the entries have been completed.
- Escrow Accounts – There was no escrow activity in April.
- Water Department Report – This report is again on hold, I am hoping to include it in next month's packet.
- Warrant List
 - A/P Check run of \$111,177.39, manual checks of \$3,184.10 for a total of \$114,361.49.
 - IEPA - \$48,506.62 – The final payment for a sewer loan L17-0334 for \$29,954.27 and a water loan L17-3375 for \$18,552.35.
 - Kaneland School District – This is payment from 5 building permits for a total of \$32,722.39.
- Please let me know if you have any questions or concerns.

Estimated Cash Balances for April 30, 2018

	03/31/18 Balance	Misc	Transfers & Deposits	Manual Checks and Tax Pymts	Payroll	03/31/18 Check Run	Estimated 03/31/18 Balance	
Old Second Checking	109,778.69	(3.25)	175,354.03	(16,561.80)	(38,629.03)	(111,177.39)	118,761.25	N/A
First Midwest	246,947.85						246,947.85	N/A
TIF Funds	38,662.87		(2,370.25)				36,292.62	N/A
Illinois Funds	1,012,271.43		(71,516.86)				940,754.57	N/A
First Midwest CD	250,863.01						250,863.01	1.00%
	1,658,523.85	(3.25)	101,466.92	(16,561.80)	(38,629.03)	(111,177.39)	1,593,619.30	

VILLAGE OF MAPLE PARK

ORDINANCE NO. 2018-09

**AN ORDINANCE AMENDING TITLE 5, OF THE MUNICIPAL CODE OF THE
VILLAGE OF MAPLE PARK, CHAPTER 2, GARBAGE AND REFUSE, 5-2-2,
COLLECTION OF GARGAGE, SUBSECTION C, "CHARGES"**

DRAFT

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

**Published in pamphlet form by authority of the Board of Trustees of the Village of Maple
Park, Kane and DeKalb Counties, Illinois, this ____ day of _____, 2018.**

ORDINANCE 2018-09
AN ORDINANCE AMENDING TITLE 5, OF THE
MUNICIPAL CODE OF THE VILLAGE OF MAPLE PARK,
CHAPTER 2, GARBAGE AND REFUSE, 5-2-2,
COLLECTION OF GARGAGE, SUBSECTION C,
“CHARGES”

WHEREAS, the Village of Maple Park, Kane and DeKalb Counties, Illinois (hereinafter referred to as the “Village”), is organized and existing pursuant to the Illinois Municipal Code 65 ILCS 5/1-1-1 *et seq.*; and

WHEREAS, pursuant to Sections 11-124-1, 11-125-1 *et seq.* Section 11-127-1 *et seq.*, Section 11-129-1 *et seq.*, 11-130-1 *et seq.*, and Section 11-139-1 *et seq.* of the Illinois Municipal Code, 65 ILCS 5/11-124, 125, 127, 129, 130, and 139, provide the Village, as a non-home rule municipality, with the requisite authority to contract for garbage, refuse and ash, disposal and removal; and

WHEREAS, the Village, pursuant to said authority has contracted for the disposal and removal of garbage, refuse and ashes; and

WHEREAS, the Finance and Public Relations & Development Committee recommends the amendment of this chapter, as set forth below; and

NOW THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Maple Park Kane and DeKalb Counties, Illinois, in a regular session duly assembled, as follows:

SECTION 1. That Title 5, PUBLIC HEALTH AND SAFETY, Chapter 2, GARBAGE AND REFUSE, SECTION 6-2-2, COLLECTION OF GARBAGE is hereby amended to read as follows:

5-2-2: COLLECTION OF GARBAGE:

- A. Licensed Collector: Such garbage, refuse or ashes shall be collected by a duly authorized and licensed collector, who shall have charge of the collection of garbage, refuse and ashes in the village; and who shall comply with all of the regulations provided herein for the use of village streets.
- B. Times of Collection: Collections shall be made from all premises at least once in each week, provided that the material to be collected is properly stored for collection in a container complying with the provisions of this chapter.
- C. Charges: The rate to be charged per household by contractor shall in turn be billed by the village to the individual residences served. Said billing shall be payable on a bimonthly basis and ~~may~~ shall include an amount to reimburse the village in the amount of \$15,000 for its reasonable billing and collection costs. Bills for service shall be sent out by the village clerk to the property address where this service is provided no later than the fifth day of the month following the period for which the service is billed. All bills are due and payable on the last day of the month billed. All notices shall afford the customer a procedure to be heard before the infrastructure committee. A penalty of ten percent (10%) shall be applied one time to all, i.e., residential and commercial/industrial, garbage, refuse and ash, disposal and removal bills, not paid by the due date.

SECTION 2. VALIDITY

- A. All ordinances or parts of ordinances in conflict herewith are hereby repealed to the extent that they conflict with this ordinance, or any part of this Ordinance.
- B. If any provision contained in this ordinance is found to be invalid, such provision shall be deemed to be severable and shall not affect the validity of any of the remaining provision of the ordinance.

SECTION 3. ORDINANCE IN FORCE

- A. This ordinance shall be in full force and effect retroactive to May 1, 2018, as provided by law.

PASSED this _____, 2018, pursuant to roll call vote as follows:

AYES: _____

NAYS: _____

ABSENT: _____

APPROVED this ____ day of _____, 2018.

SE

Kathleen Curtis, Village President

ATTEST:

Elizabeth Peerboom, Village Clerk

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

I further certify that on the ____ day of _____, 2018, the Board of Trustees of the Village of Maple Park passed and approved ORDINANCE NO. 2018-09, AN ORDINANCE AMENDING TITLE 5, OF THE MUNICIPAL CODE OF THE VILLAGE OF MAPLE PARK, CHAPTER 2, GARBAGE AND REFUSE, 5-2-2, COLLECTION OF GARGAGE, SUBSECTION C, "CHARGES".

Dated at Maple Park, Illinois, this _____, 2018.

Elizabeth Peerboom, Village Clerk

RESOLUTION 2018-10 Approved: _____

**AUTHORIZING APPLICATION FOR KANE COUNTY
COMMUNITY DEVELOPMENT FUNDS AND EXECUTION
OF ALL NECESSARY DOCUMENTS**

WHEREAS, the Village of Maple Park (the “Village”) has determined that it is in its best interest to submit an application for Kane County Community Development Funds.

WHEREAS, the Kane County Board must approve said application and will require the Village to execute a Funding Agreement and other necessary documents upon such approval;

NOW, THEREFORE, BE IT RESOLVED the Village President is hereby authorized to execute an application for Kane County Community Development Funds, a Funding Agreement and other necessary documents upon approval of the application by the Kane County Board, and any requests for payment and documentation required to be submitted by the Village of Maple Park to Kane County requesting dispersal of funds.

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