



# 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.org>

## **BOARD OF TRUSTEES MEETING AGENDA TUESDAY, OCTOBER 6, 2020 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. You may also send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*
- 5. AWARD PRESENTATION**
  - Alliance Against Intoxicated Motorists Certificate of Appreciation to Officer Matthew Maculan
- 6. MOTION TO APPROVE CONSENT AGENDA / ADDITIONS-DELETIONS**

### **CONSENT AGENDA – OMNIBUS VOTE**

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

- a) Approval of Board Minutes
  - Special Meeting – August 18, 2020
  - Board Meeting – September 1, 2020
- b) Receive and File
  - Infrastructure Committee – August 11, 2020; September 8, 2020
  - Personnel Committee – August 18, 2020; September 15, 2020
  - Planning Commission – June 18, 2020
  - Finance Committee – August 25, 2020
  - 2019 Annual Plan Commission Report
- c) Acceptance of Cash and Investment Report as of August 31, 2020

**d) Approval of Bills Payable and Manual Check Register #796**

ACCOUNTS PAYABLE:	<u>\$54,301.58</u>
MANUAL CHECKS:	<u>\$2,803.83</u>
TOTAL:	<u>\$57,105.41</u>

**e) Approval of Travel, Meals, Lodging for Elected Officials**  
-None-

**7. FINANCIAL REPORT**

**8. LEGAL REPORT**

**9. VILLAGE ADMINISTRATOR REPORT**

**10. POLICE DEPARTMENT REPORT**

**11. PUBLIC WORKS REPORT**

**12. ENGINEERING REPORT**

**13. OLD BUSINESS**

**14. NEW BUSINESS**

**A. CONSIDERATIONS**

- i. Pleasant Street Purchase Proposal
- ii. Additional Parking Regulations-Recreational Vehicles and Trailers

**B. MOTIONS**

- i. Motion to Approve Committee Liaisons for Committee of the Whole Meetings  
Suzanne Fahnestock – Personnel Committee Liaison  
Christopher Higgins – Finance Committee Liaison
- ii. Motion to Approve Letter Inquiring About Land Acquisition for the Wastewater Treatment Facility

## **15. RESOLUTIONS**

### **A. RESOLUTION 2020-22 A RESOLUTION EXTENDING THE TEMPORARY CLOSURE OF VILLAGE STREETS**

*This Resolution extends the termination date of outdoor seating and dining for the bars and restaurants in Maple Park until November 15, 2020 with tear down and neighborhood cleanup to be completed by 12:00 Noon on November 16, 2020.*

### **B. RESOLUTION 2020-23 A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT OR HER DESIGNEE TO APPROVE AN AGREEMENT WITH THE FOSTER & BUICK LAW GROUP FOR VILLAGE LEGAL SERVICES**

*This Resolution authorizes the Village President to enter into an agreement with Foster & Buick Law Group to continue utilizing their services as Village Attorney.*

## **16. ORDINANCES**

### **A. ORDINANCE 2020-19 AN ORDINANCE AMENDING TITLE 11, "ZONING REGULATIONS," CHAPTER 1, "TITLE; PURPOSE; DEFINITIONS," CHAPTER 2, "GENERAL PROVISIONS," AND CHAPTER 8, "INDUSTRIAL DISTRICTS" OF THE VILLAGE OF MAPLE PARK MUNICIPAL CODE PERTAINING TO ADULT-USE CANNABIS ESTABLISHMENTS**

*This Ordinance sets the zoning and regulations regarding any Adult Use Cannabis establishments within the Village of Maple Park.*

## **17. VILLAGE PRESIDENT REPORT**

## **18. TRUSTEE REPORT**

## **19. EXECUTIVE SESSION**

## **20. ADJOURNMENT**



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**BOARD OF TRUSTEES  
SPECIAL MEETING MINUTES  
TUESDAY, AUGUST 18, 2020  
7:00 P.M.  
Maple Park Civic Center  
302 Willow Street, Maple Park, IL**

**1. CALL TO ORDER / ESTABLISHMENT OF QUORUM**

Village President Kathy Curtis called the meeting to order at 7:00p.m. and asked for a roll call.

Those members answering present were President Kathleen Curtis, Trustee JP Dries, Trustee Suzanne Fahnestock, Trustee Chris Higgins, Trustee Christian Rebone, Trustee Jennifer Ward. Trustee Brandon Harris was absent.

Also present were Village Attorney Kevin Buick, Village Administrator Dawn Wucki-Rossbach, and Village Clerk Terri D'Amato.

**2. EXECUTIVE SESSION**

**The appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body.  
5 ILCS120/2(c)(1)**

**Motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Dries to move to Executive Session to discuss the appointment, employment, compensation, discipline, performance, or dismissal of specific employees of the public body or legal counsel for the public body under 5 ILCS120/2(c)(1)**

**On a roll call vote Trustees Dries, Fahnestock, Higgins, Rebone, and Ward voted yes. Motion carried. Board moved to Executive Session at 7:35 p.m.**

**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Ward to return to Regular Session. On a roll call vote Trustees Dries, Fahnestock, Higgins, Rebone, and Ward voted yes. Motion carried. Board returned to regular session at 7:36p.m.**

President Curtis asked for a roll call upon return to regular session. Those answering present were Trustees Dries, Fahnestock, Higgins, Rebone, and Ward. Trustee Harris was absent. Also present were Village Attorney Kevin Buick, Village Administrator Dawn Wucki-Rossbach, and Village Clerk Teri D'Amato.

- 3. 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 heard.

**4. MATTERS REFERRED FROM EXECUTIVE SESSION**

**A. MOTION FOR APPROVAL OF THE VILLAGE ADMINISTRATOR CONTRACT**

**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Dries to approve the amended Village Administrator contract. On a roll call vote Trustee Dries, Fahnestock, Trustee Rebone, Trustee Ward voted yes, Trustee Higgins voted no. Motion carried 4-1-1.**

**5. ADJOURNMENT**

Having no further business before the board, motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Dries to adjourn the meeting. Motion carried by voice vote. Meeting adjourned at 7:38p.m.



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## BOARD OF TRUSTEES MEETING MINUTES

TUESDAY, SEPTEMBER 1, 2020

7:00 p.m.

MAPLE PARK CIVIC CENTER

302 WILLOW STREET, MAPLE PARK

### 1. CALL TO ORDER

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

### 2. PLEDGE OF ALLEGIANCE

President Curtis led everyone in the Pledge of Allegiance.

### 3. ROLL CALL/QUORUM ESTABLISHED

President Curtis asked for a roll call. Those answering present were President Kathleen Curtis, Trustee JP Dries, Trustee Suzanne Fahnestock, Trustee Brandon Harris, Trustee Christian Rebone, Trustee Jen Ward. Trustee Higgins was absent.

Also present were Village Attorney Kevin Buick, Village Administrator Dawn Wucki-Rosbach, Village Treasurer Cheryl Aldridge, Public Works Superintendent Lou Larson, Police Chief Dean Stiegemeier, Village Engineer Jeremy Lin, and Village Clerk Terri D'Amato.

Special guest Jen Martinson of Lauterbach & Amen, LLP was also in attendance.

4. **PUBLIC COMMENTS** – *Any resident wishing to address the Board may do so according to the guidelines set forth in the “Rules for Public Comments at Public Meetings” handout. Please complete a speaker request form and submit it to the Village Clerk. You may also send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

### 5. PRESENTATION OF THE AUDIT – LAUTERBACH & AMEN, LLP

### 6. MOTION TO APPROVE CONSENT AGENDA / ADDITIONS-DELETIONS

#### CONSENT AGENDA – OMNIBUS VOTE

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

#### a) Approval of Board Minutes

- August 4, 2020

#### b) Receive and File

- Infrastructure Committee Minutes – June 9, 2020/July 14, 2020
- Finance Committee Minutes – June 23, 2020/July 28, 2020

c) Acceptance of Cash and Investment Report as of July 31, 2020

d) Approval of Bills Payable and Manual Check Register #795

ACCOUNTS PAYABLE:	<u>\$223,122.25</u>
MANUAL CHECKS:	<u>\$1,686.86</u>
TOTAL:	<u><u>\$224,809.11</u></u>

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

**Motion by Trustee Harris with 2<sup>nd</sup> by Trustee Dries to approve consent agenda items a) through e) as presented. On a roll call vote Trustee Fahnestock, Trustee Harris, Trustee Higgins, Trustee Rebene, Trustee Ward, Trustee Dries voted Yes. Motion carried.**

## **7. FINANCIAL REPORT**

Treasurer Aldridge presented the monthly financial report to the board for review. President Curtis asked if there were any questions for Treasurer Aldridge. Hearing none, moved to next agenda item.

## **8. LEGAL REPORT**

Attorney Buick had no report. President Curtis asked if there were any questions for Attorney Buick. Hearing none, moved to next agenda item.

## **9. VILLAGE ADMINISTRATOR REPORT**

Village Administrator Wucki-Rossbach shared the following:

Census Enumerator is currently going through town knocking on doors to those addresses that have not yet responded to the Census. They will make 3 attempts to contact the residents.

Still working closely with Treasurer Aldridge on the CARES and CURES Covid-19 reimbursement programs. Kane County has extended their deadline one week. Currently looking at approximately \$70,000 in possible reimbursements.

## **10. POLICE DEPARTMENT REPORT**

Chief Stiegemeier shared the following:

Halloween Trick or Treat hours are 4:00p.m. to 7:00p.m. but will follow county guidelines. There will be no parade. Golf cart parade has been approved which is scheduled for October 10<sup>th</sup>.

## **11. PUBLIC WORKS REPORT**

Superintendent Larson shared the following:

Repaired the Dialer at the Wastewater Treatment Plant, along with the chlorine leak. Will be on vacation next week returning September 14<sup>th</sup>.

## **12. ENGINEERING REPORT**

Village Engineer Lin shared the following:

Working on Lot and Final Reviews. Center Street work is completed, with a couple of spots left to finish regarding restoration. Looking at aggregate shoulder consideration.

## **13. OLD BUSINESS**

None heard.

## **14. NEW BUSINESS**

### **A. CONSIDERATIONS**

- I. Land Acquisition for the Wastewater Treatment Facility  
After a brief discussion,  
**Motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Dries to send to the next agenda for vote. On a roll call vote Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Rebone, Trustee Ward voted yes. Motion carried.**

### **B. MOTIONS**

- I. Motion to Approve FY 2019-2020 Audit

**Motion by Trustee Harris to approve the Fiscal Year 2019-2020 Audit with 2<sup>nd</sup> by Trustee Dries.**

**On a roll call vote Trustee Harris, Trustee Fahnestock, Trustee Dries, Trustee Ward, Trustee Rebone, Trustee Higgins voted yes. Motion carried.**

- II. Motion to Approve Staffing Study
  - a. Staffing Study – Background Item #1/Job Descriptions
  - b. Staffing Study – Background Item #2/Positions Determination
  - c. Staffing Study – Background Item #3/Part-Time Maintenance Worker and Part-Time Police Officer

**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Rebone to approve items a.) through c.) as presented.**

**On a roll call vote Trustee Ward, Trustee Dries, Trustee Fahnestock, Trustee Harris, Trustee Higgins, Trustee Rebone voted yes. Motion carried.**

- III. Motion to Waive the Penalty Fee for Account #0030018000 in the Amount of \$66.58

**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Rebone to waive the penalty fee for Account #0030018000 in the amount of \$66.58.**

**On a roll call vote Trustee Dries, Trustee Ward, Trustee Rebone, Trustee Higgins, Trustee Harris, Trustee Fahnestock voted yes. Motion carried.**

- IV. Motion to Approve Submitting a DeKalb County Community Foundation Implementation Grant Application and Obtain Updated Sign Quotes



**Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Ward to approve submitting a DeKalb County Community Foundation Implementation Grant Application and Obtain Updated Sign Quotes.**

**On a roll call vote Trustee Fahnestock, Trustee Harris, Trustee Higgins, Trustee Rebone, Trustee Ward, Trustee Dries voted yes. Motion carried.**

## **15. RESOLUTIONS**

### **A. RESOLUTION 2020-20 A RESOLUTION EXTENDING THE TEMPORARY CLOSURE OF VILLAGE STREETS**

*This Resolution extends the termination date of outdoor seating and dining for the bars and restaurants in Maple Park until November 15, 2020.*

**Motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Fahnestock to adopt Resolution 2020-20/A Resolution Extending the Temporary Closure of Village Streets as read. On a roll call vote Trustee Fahnestock, Trustee Dries, Trustee Ward, Trustee Rebone voted yes. Trustee Harris abstained. Motion carried.**

### **B. RESOLUTION 2020-21 A RESOLUTION RATIFYING THE VILLAGE PRESIDENT'S SIGNATURE ON THE LOCAL CORONAVIRUS URGENT REMEDIATION EMERGENCY SUPPORT PROGRAM (LOCAL CURE PROGRAM) FINANCIAL SUPPORT CONDITIONS AND CERTIFICATION, CERTIFICATE No. 20-494583**

*This Resolution authorizes the Village President to sign the emergency support documentation to seek reimbursement for costs relating to the COVID-19 pandemic that were not budgeted in the fiscal year 2021.*

**Motion by Trustee Harris with 2<sup>nd</sup> by Trustee Fahnestock to adopt Resolution 2020-21/A Resolution Ratifying the Village President's Signature on the Local Coronavirus Urgent Remediation Emergency Support Program (Local CURE Program) Financial Support Conditions and Certification, Certificate No. 20-494583.**

**On a roll call vote Trustee Rebone, Trustee Ward, Trustee Dries, Trustee Fahnestock, Trustee Harris voted yes. Motion carried.**

## **16. ORDINANCES**

### **A. ORDINANCE 2020-20 AN ORDINANCE AMENDING TITLE 1 OF THE VILLAGE CODE OF MAPLE PARK, ILLINOIS "ADMINISTRATION," SECTION 1-5-4(A) "MEETINGS," AND SECTION 1-5-6(A) COMMITTEES OF THE BOARD OF TRUSTEES**

*This Ordinance changes the committee structure of the Board of Trustees to combine all committees into one Committee of the Whole that will meet once a month.*

**Motion by Trustee Dries with 2<sup>nd</sup> by Trustee Fahnestock to approve Ordinance 2020-20/An Ordinance Amending Title 1 of the Village Code of Maple Park, Illinois “Administration,” Section 1-5-4(A) “Meetings,” and Section 1-5-6(A) Committees of the Board of Trustees.**

President Curtis explained that if approved, this new meeting schedule will be implemented in October, 2020 with the first Village Board meeting scheduled for the first Tuesday of the month, and the Committee of the Whole scheduled for the third Tuesday of the month. If necessary, committee meetings will still be called by Committee Chairs for the month of September.

**On a roll call vote Trustee Rebone, Trustee Higgins, Trustee Harris, Trustee Fahnestock, Trustee Dries, Trustee Ward voted yes. Motion carried.**

**17. VILLAGE PRESIDENT REPORT**

No report.

**18. TRUSTEE REPORT**

No report.

**19. EXECUTIVE SESSION**

**20. ADJOURNMENT**

Having no further business before the board, motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Harris to adjourn. Motion carried by voice vote. Meeting adjourned by 7:31p.m.

Respectfully submitted,

Terri D’Amato  
Village Clerk



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## INFRASTRUCTURE COMMITTEE MEETING MINUTES TUESDAY, AUGUST 11, 2020 Maple Park Civic Center 302 Willow Street, Maple Park, IL 7:00 p.m.

### 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

Committee Chair JP Dries called the meeting to order at 7:06p.m. and asked for a roll call.

Those answering present were Chair Dries, Trustee Harris, Trustee Higgins, and Trustee Rebone. Also present were Village Administrator Dawn Wucki-Rossbach, and Public Works Superintendent Lou Larson.

### 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. You may also send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Village Clerk will read such comments during the Public Comment portion of the meeting.*

None heard.

### 3. APPROVAL OF MEETING MINUTES

- June 9, 2020
- July 14, 2020

Motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Harris to approve as read. Motion carried on voice vote.

### 4. REVIEW OF CURRENT OPERATIONS

#### a) Water/Wastewater

Engineer Lin provided to the committee the current 2020 Water Pumpage and Wastewater Treatment Plant Capacity Summary reports.

#### b) Streets

Center Street – Construction complete just addressing some minor punch list items and will have a final cost later this week to present to the full board meeting.

Squires Crossing – Punch list walk through based on developer request has been completed. Shodeen is replacing B-Boxes as the homes are being completed.

Chair Dries asked for any questions from the committee for Engineer Lin. Hearing none, moved to next item on the agenda.

## **5. PROJECT LIST STATUS**

### **a) Cla-Valves**

4 (four) Cla-valves have been completed at a cost of \$8365.00.

Sampler – Supt Larson met with Rob Holmgren and a representative from ComEd to assess power to sampler. Cost estimated at up to \$2,000.00

### **b) Civic Center Water Heater**

Scheduled to be installed on August 24, 2020.

### **c) Lift Station Pump – County Line Road**

Sampler – Supt Larson met with Rob Holmgren and a representative from ComEd to assess power to sampler. Cost estimated at up to \$2,000.00.

Discussion regarding pulling all 3 and not just one, unsure of which route to take at this time.

### **d) Work Area 4 – Televising /Root Cutting/Jetting & Smoke**

After televising, if any concerns are uncovered then follow up with smoke testing. Communication to residents is key if and when smoke testing is determined to be necessary. When project goes out for bid, to put option to have smoke testing included in televising bid.

### **e) Risk and Resilience Assessment/Emergency Response Plan (RRA/ERP) RFP**

Bid request is being sent out to engineering firms and will be due on September 12, 2020. Upon receipt of all bids received, the top 3 will be determined and reviews will be set up with those top firms. Plan is to bring this information to the next Infrastructure committee meeting and then presenting it to the full board for approval.

### **f) Pearl Street – Engineering /Storm**

Once televising project in work area 4 is completed, then an assessment will be made on the Pearl Street project.

## **6. FIVE-YEAR CAPITAL IMPROVEMENT PLAN/MAINTENANCE PLAN (CIP/MP)**

Administrator Wucki-Rossbach separated out the projects in the CIP that were \$20,000 or less creating the Maintenance Plan report.

Discussion about the five-year capital improvement plan increasing to a seven-year plan to forecast budget, and to keep items on the priority list. Confirmed that next street set for repair is Maple Street which is already included in the CIP.

Committee consensus was to keep a priority list with the CIP, and review it at the next committee meeting.

## **7. ADJOURNMENT**

Having no further business before the committee, motion by Trustee Higgins with 2<sup>nd</sup> by Trustee Harris to adjourn. Motion carried by voice vote. Meeting adjourned at 8:29p.m.

Respectfully submitted,

Terri D'Amato  
Village Clerk



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**INFRASTRUCTURE COMMITTEE MEETING AGENDA**  
**TUESDAY, SEPTEMBER 8, 2020**  
**Maple Park Civic Center**  
**302 Willow Street, Maple Park, IL**  
**7:00 p.m.**

- 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM**
- 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.*
- 3. APPROVAL OF MEETING MINUTES**
- 4. REVIEW OF CURRENT OPERATIONS**
- 5. PROJECT LIST STATUS**
- 6. OTHER ITEMS FOR DISCUSSION**
- 7. ADJOURNMENT**

Committee Members:

Trustee Dries, Chair  
Trustee Harris  
Trustee Higgins  
Trustee Rebone



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## PERSONNEL COMMITTEE AGENDA

Tuesday, August 18, 2020

7:00 P.M.

Maple Park Civic Center

302 Willow Street, Maple Park, Illinois

### 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

2. **PUBLIC COMMENT** – *Any resident wishing to address the Committee 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 prior to the start of the meeting, or you may send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Committee will read such comments during the Public Comment portion of the meeting.*

### 3. APPROVAL OF MEETING MINUTES

- July 21, 2020

### 4. OTHER ITEMS

### 5. ADJOURNMENT

#### Committee Members:

Suzanne Fahnestock, Chair

Trustee JP Dries

Trustee Brandon Harris

Trustee Jen Ward



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## PERSONNEL COMMITTEE AGENDA

Tuesday, September 15, 2020

7:00 P.M.

Maple Park Civic Center

302 Willow Street, Maple Park, Illinois

### 1. CALL TO ORDER / ESTABLISHMENT OF QUORUM

2. **PUBLIC COMMENT** – *Any resident wishing to address the Committee 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 prior to the start of the meeting, or you may send an email to [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com) in advance of the meeting. The Committee will read such comments during the Public Comment portion of the meeting.*

### 3. APPROVAL OF MEETING MINUTES

- July 21, 2020

### 4. OTHER ITEMS

### 5. ADJOURNMENT

#### Committee Members:

Suzanne Fahnestock, Chair

Trustee JP Dries

Trustee Brandon Harris

Trustee Jen Ward



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## **PUBLIC HEARING** **MEETING MINUTES**

### **FOR THE PURPOSE OF PUBLIC DISCUSSION OF THE PROPOSED CHANGES TO VILLAGE OF MAPLE PARK MUNICIPAL CODE**

### **PLAN COMMISSION MEETING IMMEDIATELY FOLLOWING THE PUBLIC HEARING**

**Thursday, June 18, 2020  
7:00 P.M.**

#### **Join Zoom Meeting**

<https://us02web.zoom.us/j/89748479333?pwd=QWJEZVJJRFlXZzJUVG5lUEdNY1dzUT09>

**Meeting ID: 897 4847 9333**

**Password: 518414**

#### **Mobile Call-in Option:**

**1-312-626-6799**

#### **1. CALL TO ORDER PUBLIC HEARING**

Plan Commission Chairman Chuck Miller called to order the Public Hearing and asked for a roll call to establish a quorum.

#### **2. ROLL CALL**

Members answering present were Hillary Joy, Kyle Fuller, Jeff Ramirez, and Chairman Miller, creating a quorum of the Plan Commission. Absent were Members Lorenzo Catanag and Kimberly Sutherland.

Also present were Ex-Officio member Chris Higgins, Village Administrator Dawn Wucki-Rossbach, Public Works Administrator Lou Larson, and Village Clerk Terri D'Amato.

Village Clerk Terri D'Amato advised the Plan Commission that the Public Hearing for this matter had been properly noticed in the Daily Chronicle on May 30, 2020, as required by Section 11-11-4 (a) of the Maple Park Municipal Code.

#### **3. OPEN PUBLIC HEARING**

- Title 11, "Community Purpose Signs", Text Amendments for:



- i. 11-10-11 (c)
- Title 12, “Subdivision Regulations”, Commercial Lighting
- Title 11, “Accessory Buildings and Uses; 11-2-4 Additional Regulations for Unique Uses; 10-1A-3 Building Permit and Plan Review Fees for Swimming Pools

**Motion by Member Ramirez with a 2<sup>nd</sup> by Member Joy to open the Public Hearing. On a roll call vote Members Miller, Joy, Ramirez, Foster voted yes. Public Hearing opened at 7:19p.m.**

#### **4. CLOSE PUBLIC HEARING**

Having no comments for the Public Hearing, Chairman Miller asked for a motion to close the Public Hearing.

**Motion by Member Fuller with 2<sup>nd</sup> by Member Ramirez to close the Public Hearing. On a roll call vote Members Miller, Joy, Ramirez, Foster voted yes. Motion carried. Public Hearing closed at 7:19p.m.**

#### **5. CALL TO ORDER THE REGULAR MEETING OF THE PLAN COMMISSION**

Chairman Miller called the regular meeting of the Plan Commission to order at 7:20p.m. and asked for a roll call.

#### **6. ROLL CALL**

Members answering present were Hillary Joy, Kyle Fuller, Jeff Ramirez, and Chairman Miller, creating a quorum of the Plan Commission. Absent were Members Lorenzo Catanag, and Kimberly Sutherland.

Also present were Ex-Officio member Chris Higgins, Village Administrator Dawn Wucki-Rossbach, Public Works Administrator Lou Larson, and Village Clerk Terri D’Amato.

#### **7. APPROVAL OF MEETING MINUTES**

- January 16, 2020
- February 20, 2020
- March 19, 2020

**Motion by Member Joy with 2<sup>nd</sup> by Member Foster to approve the minutes. On a roll call vote Members Miller, Joy, Ramirez, Foster voted yes. Motion carried.**

#### **8. TITLE 11, “COMMUNITY PURPOSE SIGNS,” TEXT AMENDMENTS FOR:**

- 11-10-11 (c) Community Purpose Signs (Containing a message for noncommercial purposes)

**Motion by Member Joy with 2<sup>nd</sup> by Member Ramirez to approve as written and send to Village Board for recommendation and approval. On a roll vote Chairman Miller, Members Joy, Ramirez, Foster voted yes. Motion carried.**

## 9. TITLE 12, “SUBDIVISION REGULATIONS”, COMMERCIAL LIGHTING

- Amending Title 11 “Zoning Regulations” by Adding Chapter 14 “Outdoor Lighting”

Administrator Wucki-Rossbach explained that this will be a new section in the village code for non-residential, commercial properties, and will be applicable to new construction affecting outdoor lighting.

Discussion and suggestions for changes on this topic included:

- Including rehab and new construction in verbiage
- Indicating Commercial Sign Lighting
- Effective date of 1/1/21

**Motion by Member Ramirez with 2<sup>nd</sup> by Member Joy to approve as amended and send to Village Board for recommendation and approval. On a roll call vote Chairman Miller, Members Joy, Ramirez, Foster voted yes. Motion carried.**

## 10. TITLE 11, “ACCESSORY BUILDINGS AND USES”, TEXT AMENDMENTS FOR:

- 11-2-4 Additional Regulations for Unique Uses
- 10-1A-3 Building Permit and Plan Review Fees for Swimming Pools

Discussion on this item included:

- “Temporary” pools definition – 30 days to no more than 180 days - Leave in code or remove
- Height Requirements for temporary pools – less than 24” no permit needed
- Barriers required for what type of pools -
- Licensed Electrician or qualified person – keep in or remove

After much discussion, Plan Commission recommended the following changes to the proposed Ordinance:

- 24” and greater and up more than 180 days needs a permit
- Remove “Temporary Pool” reference in Village Code
- Remove “Licensed or Qualified Electrician only” from proposed Ordinance
- Permit Permanent pools only
- Barrier – Section 3, Remove “30 days”

**Motion by Member Joy with 2<sup>nd</sup> by Member Ramirez to recommend the proposed Ordinance with the suggested changes/amendments listed above to the Village Board for consideration and approval. On a roll call vote Chairman Miller, Members Joy, Ramirez, Foster voted yes. Motion carried.**

## 11. OTHER ITEMS

- Information on 2019 Annual Plan Commission Report

Next Plan Commission meeting the annual report will be available and ready to approve. The report will be forwarded to the village board for information only at the next board meeting.

## **12. NEXT MEETING – To be determined**

## **13. ADJOURNMENT**

Having no further business before the Plan Commission, motion by Member Joy with 2<sup>nd</sup> by Member Ramirez to adjourn. Motion carried by voice vote.

Meeting adjourned at 9:10p.m.

Respectfully submitted,

Terri D’Amato  
Village Clerk

### Planning Commission Members:

Chuck Miller, Chair

Lorenzo Catanag

Hillary Joy

Jeff Ramirez

Kimberly Sutherland

Kyle Foster

Open

Chris Higgins (ex-officio member)



# 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 AND PR&D COMMITTEE MINUTES TUESDAY, AUGUST 25, 2020 MAPLE PARK CIVIC CENTER 302 WILLOW STREET, MAPLE PARK 7:00 P.M.**

### **1. CALL TO ORDER**

Committee Chair Higgins called the meeting to order at 7:00p.m. and asked for a roll call.

### **2. ROLL CALL / ESTABLISHMENT OF QUORUM**

Village Clerk D'Amato called the roll and the following members answered present:

Trustee Chris Higgins, Trustee Suzanne Fahnestock, Trustee Christian Rebone, Trustee Jen Ward.

Also present were Village Administrator Dawn Wucki-Rossbach, and Village Clerk Terri D'Amato.

### **3. PUBLIC COMMENTS** - *Any resident wishing to address the Committee may do so according to the guidelines set forth in the "Rules for Public Comments at Public Meetings" handout. Please complete a speaker request form and submit it to the Village Clerk.*

None heard.

### **4. APPROVAL OF MEETING MINUTES**

- July 28, 2020

Motion by Trustee Fahnestock with 2<sup>nd</sup> by Trustee Ward to approve as read. Motion carried by voice vote.

### **5. WASTEWATER TREATMENT PLANT**

- Property Acquisition

Administrator Wucki-Rossbach presented to the committee the background of the WWTP which included the facilities general layout, annexation agreements from the McCaleb-MacLands, Inc agreements, the Theodore and Lauryce Weydert, and John Clare, Ltd agreements, along with suggested recommendations to the full board for consideration.

Discussion that followed included:

- Is the current proposal sufficient?
- Re-evaluate the size of the property to determine if it is still adequate (3.2 acres)

- No new Wastewater Treatment Plant without a new water tower
- Annexation Agreement – amend or renegotiate?

In order to purchase, a letter of intent needs to be sent to the property owners. Administrator Wucki-Rossbach will clarify with village attorney Buick the annexation agreement on the north side of the village to verify if it runs with the land.

Motion by Trustee Ward with 2<sup>nd</sup> by Trustee Fahnestock to send to full board the recommendation to send a letter of intent to purchase the 3.2 acres for a new Wastewater Treatment Plant.

## **6. FINANCE REPORT**

Finance report memo from Treasurer Cheryl Aldridge was presented to the committee to review current financial status of the revenue accounts from 2011-present. Discussion of continued effect of COVID situation on village revenue accounts is still not fully known. Daily operations are carefully monitored, and only spending as necessary. It was suggested to include the Savings Account information in the monthly report.

## **7. CAPITAL IMPROVEMENT PLAN/MAINTENANCE PLAN**

- Maintenance Plan

Administrator Wucki-Rossbach presented memo to the committee with the background and recommendation. Separated Capital Improvement Plan projects to include Maintenance Plan projects. Discussion topics included:

- Utilizing TIF Funds – televising for water and sewer projects
- Pearl Street, Maple Street next street projects
- Would like to see a road project every 2-3 years
- Forward suggestions to Finance committee for review on recommendations

## **8. DEKALB COUNTY COMMUNITY FOUNDATION GRANT**

- Rebranding/Village Signs

Administrator Wucki-Rossbach shared memo with background information to all committee members for review and discussion. Discussion topics included:

- DCCF Grant for rebranding and signage – grant funds are still available.
- Eligible – Kane County: Yes, sign can be placed on the development side of Route 38  
DeKalb County: Have to talk to IDOT for update on restrictions
- Rebranding LOGO – quotes
- New quotes needed for signs

After discussion, committee consensus was to proceed with the grant and acquire new village signs, but leave current village logo in place.

## **9. OTHER**

## **10.ADJOURNMENT**

Having no further business before the committee, motion by Trustee Rebone with 2<sup>nd</sup> by Trustee Ward to adjourn. Meeting adjourned at 8:09p.m.



# Village of Maple Park

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## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 29, 2020

**SUBJECT:** 2019 ANNUAL PLAN COMMISSION REPORT

### **BACKGROUND**

Per the Village Code Title 3-1-7 Duties, “the Commission shall also file an annual report with the President of the Village Board and the Board of Trustees setting forth its transactions and recommendations.”

At the September 23, 2020 Plan Commission Meeting, the Plan Commission reviewed and recommended to send the 2019 Annual Plan Commission Report to the Village President and Board of Trustees. The recommendation passed with a four (4) to zero (0) vote.

This is the first Plan Commission Annual Report that had been written since 2003 when the Village Code was amended to include the Duties of the Plan Commission. From this point forward, the Plan Commission will compile and submit an annual report as required by the code.

### **RECOMMENDATION**

That the Village Board review and accept the 2019 Annual Plan Commission Report as presented by the Plan Commission.

Attachment  
2019 Annual Plan Commission Report

# Village of Maple Park



## PLAN COMMISSION 2019 ANNUAL REPORT

Presented to the Village Board on October 6, 2020





# *Village of Maple Park*

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## **MEMORANDUM**

**TO:** Village President and Board of Trustees

**FROM:** Plan Commission Chairman Chuck Miller

**DATE:** September 23, 2020

**SUBJECT: 2019 PLAN COMMISSION ANNUAL REPORT**

The Village of Maple Park Municipal Code, Section 3-1-6, the Plan Commission may adopt and change or alter, rules and regulations of the organization and procedures that shall be consistent with Village Ordinances and State laws.

Per Section 3-1-7, the duties of the Plan Commission shall consist of maintaining a written record of all their proceedings and that the Plan Commission shall file an annual report with the Village President and the Board of Trustees. The report shall include its transactions and recommendations for the prior year of business. This is the first Plan Commission Annual Report that the Plan Commission has generated since the Plan Commission Chapter was enacted in 2003.

## **VILLAGE OF MAPLE PARK**

### **2019 PLAN COMMISSION ANNUAL REPORT**

The Plan Commission was created under the authority of 65 Illinois Compiled Statutes 5/11-12-4. The Commission is to provide guidance, direction and to control the growth of the Village of Maple Park through the use of the Village's Comprehensive Plan and through Title 11 Zoning Regulations.

#### **Membership**

The Plan Commission shall consist of eight (8) members. The members consist of one (1) Commission Chair, seven (7) Members and one (1) Ex Officio who is the Chairman of the Finance and Public Relations and Development Committee. If the Chair or Commission member were to resign, the Village President shall appoint a new member of the Commission based on the ability to fulfill the duty as a Commission. The appointment is subject to the approval of the Board of Trustees.

Of the seven (7) members appointed, three (3) shall serve for a period of three (3) years, three (3) for a period of two (2) years, one (1) for a period of one year; and the Ex Officio member shall serve for the term of their elected office.

As of January 1, 2019, the Plan Commission members were:

Chairman Chuck Miller  
Commission Member Lorenzo Catanag  
Commission Member George (Nick) Davidson  
Commission Member Robert Rowlett  
Commission Member Jeff Ramirez  
Commission Member Kimberly Sutherland  
Ex Officio Member Trustee Chris Higgins

The Plan Commission had one (1) Commission Member vacancy throughout 2019.

#### **Meetings**

As per Section 3-1-6.B, and throughout calendar year 2019, the Plan Commission shall have five (5) members, not including the Ex Officio Member, Members present to establish a quorum and conduct Village business. The Chairman of the Plan Commission has the right to vote.

In 2019, the Plan Commission has sixteen (16) meetings scheduled. Of the sixteen (16) meeting scheduled, seven (7) were held, four (4) meetings had no quorum so business could not be conducted; three (3) meetings were reschedule and two (2) were eventually cancelled. Listed below is the breakdown of meetings conducted:

Meeting Date	Meeting Held	No Quorum – No Meeting	Meeting Rescheduled	Meeting Cancelled
January 24, 2019	X			
February 21, 2019		X		
March 7, 2019	X			
April 18, 2019*	X			
May 17, 2019			X	
May 23, 2019				X
June 20, 2019			X	
June 27, 2019	X			
July 18, 2019		X		
August 15, 2019			X	
August 22, 2019				X
September 19, 2019		X		
October 3, 2019	X			
October 17, 2019	X			
November 21, 2019		X		
December 19, 2019	X			

\*No quorum; however, business was conducted

### **Business Conducted**

The Plan Commission, response to its duties, conducts business on the following items:

1. Petitions for annexation
2. Development review – Including Planned Unit Developments, Special Uses, Subdivisions, etc.
3. Text Amendments – Adding, modifying and deleting language in the Zoning Ordinance

The Plan Commission issued Findings of Fact on each petition, development application and text amendment. Listed below is a breakdown of the duties reviewed and a Findings of Fact issued.

<b>Duty Type</b>	<b>Description</b>	<b>Findings of Fact Issued to Village Board</b>	<b>Resulted in Ordinance/Resolution</b>
Responsibilities of Plan Commission	Discussed plan review, annexation and attendance responsibilities for a quorum.	No action required	
Special Use Permit	Special Use Permit for 18663 E. County Line Rd.	Yes	Ordinance 2019-03
Strategic Plan	The Village's Plan was reviewed - Zoning Ordinance changes, Solar Energy and Small Cell	See activity listed below.	
Text Amendment	Parking Regulations - Trailer Parking (7-4-3), Approved Surfaces (11-9-3)	Yes	Ordinance 2019-02
Text Amendment	Adding Chapter on Solar Energy	Yes	Ordinance 2019-19
Text Amendment	Small Cell Ordinance	Yes	Ordinance 2020-01
Text Amendment	B-1 Central Business District and Special Uses; B-2 General Commercial and Special Uses	Yes	Ordinance 2020-02
Text Amendment	Outdoor Lighting	Yes	Ordinance 2020-14
Text Amendment	Swimming Pools	Yes	Ordinance 2020-15
Text Amendment	Sign Regulations	No	TBD

This concludes the 2019 Plan Commission Report.

The 2019 Annual Plan Commission Report was approved by the Plan Commission for presentation to the Village Board at the September 23, 2020 Plan Commission Meeting.

Respectfully Submitted,

Chuck Miller  
Chairman

VILLAGE OF MAPLE PARK, ILLINOIS  
Schedule of Cash and Investments  
August 31, 2020

Fund	Interest Rate	CDs	IPTIP Accounts	First Midwest	Old Second Checking	Total Cash & Investments
<b>Operating Funds</b>						
General Fund						
Old Second - Checking Acct	0.00%	-	-	-	17,431.36	17,431.36
Illinois Public Treasurer's Pool	0.17%	-	380,939.86	-	-	380,939.86
Total General Fund		-	380,939.86	-	17,431.36	398,371.22
Utility Tax Fund						
Old Second - Checking Acct	0.00%	-	-	-	(12,256.91)	(12,256.91)
First Midwest Bank	0.04%	-	-	336,083.26	-	336,083.26
Illinois Public Treasurer's Pool	0.17%	-	8,829.47	-	-	8,829.47
First Midwest Bank - CD (for vehicle loan)	0.50%	37,000.00	-	-	-	37,000.00
First Midwest Investment Account	0.01%	-	-	145,113.75	-	145,113.75
Total Utility Tax Fund		37,000.00	8,829.47	481,197.01	(12,256.91)	514,769.57
TIF District Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Old Second - TIF Checking Acct	0.00%	-	-	-	295,230.45	295,230.45
Total Road & Bridge Fund		-	-	-	295,230.45	295,230.45
Road & Bridge Fund						
Old Second - Checking Account	0.00%	-	-	-	19,916.70	19,916.70
Illinois Public Treasurer's Pool	0.17%	-	55,656.56	-	-	55,656.56
Total Road & Bridge Fund		-	55,656.56	-	19,916.70	75,573.26
Motor Fuel Tax Fund						
Old Second - Checking Account	0.00%	-	-	-	-	-
Illinois Public Treasurer's Pool	0.17%	-	94,241.96	-	-	94,241.96
Total Motor Fuel Tax Fund		-	94,241.96	-	-	94,241.96
Water & Sewer Funds						
Operating Accounts						
Old Second - Checking Account	0.00%	-	-	-	26,769.67	26,769.67
Illinois Public Treasurer's Pool	0.17%	-	421,085.24	-	-	421,085.24
Total Operating Accounts		-	421,085.24	-	26,769.67	447,854.91
Water Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	70,180.35	70,180.35
Illinois Public Treasurer's Pool	0.17%	-	242,936.19	-	-	242,936.19
First Midwest Investment Account		-	-	20,341.35	-	20,341.35
Total Water Improvement Accounts		-	242,936.19	20,341.35	70,180.35	333,457.89
Sewer Improvement Account						
Old Second - Checking Account	0.00%	-	-	-	61,344.90	61,344.90
Illinois Public Treasurer's Pool	0.17%	-	350,172.20	-	-	350,172.20
First Midwest Investment Account		-	-	93,068.49	-	93,068.49
Total Sewer Improvement Accounts		-	350,172.20	93,068.49	61,344.90	504,585.59
Total Water & Sewer Funds		-	1,014,193.63	113,409.84	158,294.92	1,285,898.39
<b>Total Village Operating Funds</b>		37,000.00	1,553,861.48	594,606.85	478,616.52	2,664,084.85
<b>Escrow Funds</b>						
School Land Cash						
Old Second - Checking Account	0.00%	-	-	-	-	-
Developer Escrow Fund						
Old Second - Checking Account	0.00%	-	-	-	48,381.32	48,381.32
<b>Total Village Escrow Funds</b>		-	-	-	48,381.32	48,381.32
<b>Total Village Cash &amp; Investments</b>		37,000.00	1,553,861.48	594,606.85	526,997.84	2,712,466.17

SYS DATE:10/01/20

VILLAGE OF MAPLE PARK  
A / P W A R R A N T L I S T  
REGISTER # 796

SYS TIME:12:11  
[NW1]

DATE: 10/01/20

Thursday October 1, 2020

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01 AEP ENERGY			2874.18	
3010527038 0820	52-10-5730	WELL		1423.59
3010527049 0820	52-20-5730	WWTP		1356.89
3010527050 0820	52-20-5730	LIFT STATION		93.70
01 A&P CAR WASH, INC.			96.00	
129	01-30-5600	CAR WASH TOKENS		96.00
01 CASEY'S BUSINESS MASTERCARD			487.47	
09082020	01-30-5250	GASOLINE		439.21
09082020	01-10-5900	FIRE DEPT-REIMBURSED		48.26
01 CODE BLUE			500.00	
2899	01-10-5420.01	INSPECTIONS		150.00
2899	01-10-5420.02	INSPECTIONS		250.00
2899	01-10-5420.03	INSPECTIONS		100.00
01 COMMONWEALTH EDISON			1357.18	
0147077192 0820	01-50-5730	STREET LIGHTING		221.00
4665155040 0920	01-50-5730	STREET LIGHTING		1008.46
5778015012 0820	01-20-5730	HERITAGE HILLS POND		127.72
01 CONSERV FS, INC.			301.88	
121013843	01-20-5250	GASOLINE		108.68
121013843	01-50-5250	GASOLINE		42.26
121013843	52-10-5250	GASOLINE		108.68
121013843	52-20-5250	GASOLINE		42.26
01 C.O.P.S. INC.			139.99	
12121	01-30-5300	UNIFORM		139.99
01 CORE & MAIN LP			1324.13	
M966246	52-10-5105	METERS		1324.13
01 C.S.R.BOB CAT, INC.			1976.16	
143896	01-50-5600	SKIDSTER TIRES		1124.28
143899	01-50-5600	SKIDSTER REPAIR		851.88
01 DE LAGE LANDEN PUBLIC FINANCE			487.08	
69516984	01-10-5160	COPIER LEASE		199.82
69516984	01-10-5200	COPIER EXPENSE		287.26
01 ENVIRONMENTAL SYSTEMS RESEARCH			400.00	
93893544	01-10-5390	ARCGIS 10/13/20-10/12/21		400.00
01 FOSTER, BUICK, CONKLIN & LUNDG			1400.00	
34401	01-10-5330	GENERAL COUNSEL		787.50
34401	54-00-5330	RISK&RESILIENCE ASSESSMENT		43.75
34401	01-30-5330	CJIS AUDIT		87.50
34401	01-10-5330	LOCAL PROSECUTIONS		175.00
34401	01-10-5330	ORDINANCES&RESOLUTIONS		306.25
01 GOVTEMPS USA, LLC			8488.90	
3570135	01-10-5390	VILLAGE ADMINISTRATOR		1684.90
3570135	52-10-5390	VILLAGE ADMINISTRATOR		842.45
3570135	52-20-5390	VILLAGE ADMINISTRATOR		842.45
3577745	01-10-5390	VILLAGE ADMINISTRATOR		1576.05
3577745	52-10-5390	VILLAGE ADMINISTRATOR		788.03

SYS DATE:10/01/20

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
=====	=====	=====	=====	=====
3577745	52-20-5390	VILLAGE ADMINISTRATOR		788.02
3585458	01-10-5390	VILLAGE ADMINISTRATOR		983.50
3585458	52-10-5390	VILLAGE ADMINISTRATOR		491.75
3585458	52-20-5390	VILLAGE ADMINISTRATOR		491.75
01 GOVTEMPS USA, LLC			2500.00	
GT2020-108	01-10-5390	TEMP TO HIRE FEE		2500.00
01 SHAWN GRAY			3850.00	
09022020	01-50-5621	TREE REMOVAL		1000.00
09242020	01-50-5621	TREE REMOVAL		2850.00
01 ADAM KOZLOWSKI			1500.00	
09212020	01-50-5620	SIDEWALKS		1500.00
01 FRONTIER			186.50	
8158273710 0920	52-10-5700	WELL HOUSE		65.45
8158275039 0920	52-20-5700	WWTP		55.60
8158275069 0920	52-20-5700	LIFT STATION		65.45
01 HAWKINS, INC.			164.86	
4785798	52-10-5110	CHEMICALS		164.86
01 HELENA AGRI-ENTERPRISES, LLC			175.68	
226372456	01-20-5600	CHEMICALS		175.68
01 ILLINOIS CITY/COUNTY MANAGEMEN			179.38	
09302020	01-10-5570	MEMBERSHIP		179.38
01 JOSH JORDAN			25.00	
09302020	01-10-5700	CELL PHONE STIPEND		25.00
01 KANELAND COMM. UNIT SCHOOL DIS			2200.00	
MP20-83	70-00-5930	SCHOOL DISTRICT LAND CASH		2200.00
01 LAUTERBACH & AMEN, LLP			13470.00	
47056	01-10-5350	AUDIT PROGRESS BILLING		11210.00
48291	01-10-5350	AUDIT FINAL BILLING		2000.00
48291	13-00-5350	TIF COMPLIANCE LETTER		260.00
01 LINTECH ENGINEERING, INC.			2167.50	
3872	01-10-5320	ENGINEERING SERVICES		127.50
3872	01-10-5320	LOT REVIEWS		2040.00
01 LOWE'S			137.18	
09172020	01-20-5600	MAINTENANCE & REPAIR		18.96
09172020	01-40-5100	GENERAL SUPPLIES		28.46
09172020	01-50-5620	STREET MAINTENANCE		89.76
01 MAPLE PARK FIRE PROTECTION DIS			1008.67	
MP20-83	28-00-2200.93	DEVELOPMENT CONTRIBUTION		1008.67
01 MAPLE PARK LIBRARY			1008.67	
MP20-83	28-00-2200.92	DEVELOPMENT CONTRIBUTION		1008.67
01 MEDIACOM			156.90	
09212020	01-10-5700	INTERNET SERVICE		156.90
01 LINTECH ENGINEERING, INC.			2500.00	
3871	52-10-5390	OPERATION SERVICES		1250.00
3871	52-20-5390	OPERATION SERVICES		1250.00
01 NICOR			163.81	
331314100040920	01-50-5730	GARAGE GAS		42.09

SYS DATE:10/01/20

VILLAGE OF MAPLE PARK  
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[NW1]

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Thursday October 1, 2020

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PAYABLE TO INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
399087100050920	01-40-5730	CIVIC CENTER GAS		121.72
01 SHAW SUBURBAN MEDIA 1805983	54-00-5900	PUBLIC NOTICE	107.26	107.26
01 QUILL CORPORATION 10509859	01-30-5100	OFFICE SUPPLIES	255.55	72.24
10525697	01-10-5200	OFFICE SUPPLIES		79.13
10525697	01-30-5100	OFFICE SUPPLIES		63.94
10594056	01-10-5200	OFFICE SUPPLIES		25.48
10782281	01-10-5200	OFFICE SUPPLIES		14.76
01 E. DEAN STIEGEMEIER 25522862-01	01-30-5100	ADORAMA REIMBURSEMENT	22.86	22.86
01 SUBURBAN LABORATORIES, INC. 179732	52-10-5335	WATER TESTING	290.00	215.00
181011	52-10-5335	WATER TESTING		75.00
01 USIC LOCATING SERVICES, LLC 396843	01-50-5390	PROJECT TICKETS	1167.00	583.50
396843	52-10-5390	PROJECT TICKETS		291.75
396843	52-20-5390	PROJECT TICKETS		291.75
01 VERIZON WIRELESS 9863196533	01-10-5700	CELL PHONES	439.79	229.63
9863196533	01-30-5700	CELL PHONES		100.11
9863196533	01-30-5700	AIR CARDS		110.05
01 WATER SOLUTIONS UNLIMITED, INC 38251	52-10-5110	CHEMICALS	792.00	792.00
** TOTAL CHECKS TO BE ISSUED			54301.58	



SYS DATE:10/01/20

VILLAGE OF MAPLE PARK  
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FUND INV NO	G/L NUMBER	DESCRIPTION	AMOUNT	DISTR
01	GENERAL FUND		36562.67	
13	TIF DISTRICT		260.00	
28	DEVELOPERS ESCROW FUND		2017.34	
52	WATER & SEWER FUND		13110.56	
54	WATER IMPROVEMENT ACCT		151.01	
70	SCHOOL LAND CASH FUND		2200.00	
***	GRAND TOTAL ***		54301.58	
	TOTAL FOR REGULAR CHECKS:		53,050.64	
	TOTAL FOR DIRECT PAY VENDORS:		1,250.94	

DATE: 10/01/20

Thursday October 1, 2020

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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 DEKALB COUNTY CLERK 76 09022020	09/09/20 01-10-5900	22297 NOTARY REGISTRATION-D'AMATO	10.00	10.00
01 LOVELL'S DISCOUNT TIRE 76 60844	09/01/20 01-50-5600	22294 2004 FORD TRUCK TIRES	624.45	624.45
01 DREW & BREE OLSON 76 MP19-51	09/01/20 01-00-2103	22295 TEMP OCC DEP DEFUND	1000.00	1050.00
76 MP19-51	01-00-4410	FINAL INSPECTION		50.00-
01 AMERICAN BANK & TRUST 76 08282020I	09/09/20 52-10-5600	22296 MAINTENANCE & REPAIR	1169.38	38.92
76 08282020J	01-10-5900	OTHER EXPENSES		207.19
76 08282020J	52-10-5600	MAINTENANCE & REPAIR		28.45
76 08282020L	01-10-5390	OTHER PROFESSIONAL SERVICES		563.42
76 08282020L	01-10-5700	TELEPHONE		163.79
76 08282020L	01-10-5920	CONFERENCES		25.00
76 08282020L	01-30-5700	TELEPHONE		142.61

\*\* TOTAL MANUAL CHECKS REGISTERED 2803.83

## =====

## REPORT SUMMARY

CASH FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	54301.58	2803.83	57105.41
TOTAL CASH	54301.58	2803.83	57105.41

DISTR FUND	CHECKS TO BE ISSUED	REGISTERED MANUAL	TOTAL
01	36562.67	2736.46	39299.13
13	260.00	.00	260.00
28	2017.34	.00	2017.34
52	13110.56	67.37	13177.93
54	151.01	.00	151.01
70	2200.00	.00	2200.00
TOTAL DISTR	54301.58	2803.83	57105.41



# 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, OCTOBER 6, 2020

- Budget Report – Enclosed in this month's Board Packet is the September Budget Report. In the first five months (and one day – on 10/01/20) of the fiscal year, we have issued nine (9) new home build permits, four (4) in The Settlement, one (1) in Squire's Crossing, and four (4) in Heritage Hills. Of those nine (9) permits, six (6) have the new impact fees included (the other three (3) permit applications were received prior to May 1<sup>st</sup>).

Below is a comparison for the current fiscal year of some of the revenues that have been impacted by COVID-19. This shows what was budgeted (in our updated budget) vs. what has been received for the first three months of the fiscal year.

### Fiscal Year 2021 Revenue

Tax Type	Budgeted	Actual	Number of Months
Income Tax	21,717.62	62,204.31	5
Sales Tax	9,545.46	23,315.62	2
PPRT	1,250.00	1,250.90	5
Use Tax	5,813.13	14,185.80	3
Video Gaming	5,750.00	3,542.96	4
MFT*	11,386.08	43,412.24	4

\*Contains 2 payments of \$14,389.03 for Rebuild Illinois

As shown above, most of our revenue impacted by COVID-19 has not been as hard hit as we had anticipated. This being said, we had originally only factored in a loss of revenue for approximately three months. The situation we are now in appears that this impact will remain for an extended period of time. Areas that appear to not be impacted (such as Income Tax), will show the downturn over time. With the high unemployment rate in our State currently; this figure will catch up and see a significant decline. The revenue will be closely monitored this fiscal year.

I have attached an update to our annual cash flow to show our current cash position. The assumptions used in this model remove the state revenues as a precaution to show our position cautiously. The Village's cash position will be monitored closely.

As you have concerns, please feel free to reach out and I can help provide information for further understanding.

- Escrow Accounts – There was no activity for the month of September.
- Warrant List
  - A/P Check run of \$54,301.58, manual checks of \$2,803.83 for a total of \$57,105.41.
    - Lauterbach & Amen, LLP – Both the progress billing and the final billing for our annual audit are being paid out. The progress had not been received. The total amount is \$13,470.00.
- Please let me know if you have any questions or concerns.

Village of Maple Park  
 \*\* Attachment A\*\*  
 Annual Cash Flow

	2020 End of Year	2021	2022	2023	2024	2025
Estimated Beginning Cash Balance		2,303,641.16	1,870,270.06	1,419,564.12	950,829.94	463,346.39
Annual Cash Drain		(433,371.10)	(450,705.94)	(468,734.18)	(487,483.55)	(506,982.89)
- Increase based on 4%						
Estimated ending cash	2,303,641.16	1,870,270.06	1,419,564.12	950,829.94	463,346.39	(43,636.50)

VILLAGE OF MAPLE PARK  
 \*\*Attachment B\*\*  
**STATE INCOME TAX REVENUE**  
**01-00-4220**  
 FY2011/2012 - FY 2020/2021

-----Month----- Distributed (By State)	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
May	-9,037.07 *	11,113.25	11,630.24	12,205.67	13,759.30	12,189.61	12,012.22	11,222.33	.00	13,207.49	#DIV/0!
June	10,130.31	6,973.68	7,225.87	7,120.26	7,984.77	7,098.46	5,740.62	8,237.92	8,215.46	8,180.86	-0.42%
July	6,969.33	6,917.32	7,049.39	6,962.86	7,605.04	7,753.62	6,771.19	8,039.88	12,286.01	12,990.86	5.74%
August	6,708.27	10,891.86	12,298.82	12,423.80	13,366.18	11,457.76	10,309.54	12,495.46	8,806.99	17,761.30	101.67%
September	6,388.88	8,229.96	8,142.89	8,376.05	8,813.10	7,690.18	7,758.81	8,999.60	7,794.62	10,063.80	29.11%
October	10,654.70	6,791.87	6,499.54	6,298.26	6,892.43	6,967.11	6,830.76	7,459.43	13,907.03		-100.00%
November	6,785.55	10,528.14	12,036.08	10,671.35	12,932.21	11,264.41	9,954.87	10,868.91	9,076.48		-100.00%
December	9,492.18	12,427.98	12,773.36	15,921.67	14,151.87	13,027.83	14,409.68	13,076.17	8,576.89		-100.00%
January	10,943.97	6,968.80	7,295.60	6,945.79	8,192.96	6,818.87	7,244.06	7,873.53	11,988.30		-100.00%
February	7,301.38	12,100.84	12,757.92	14,193.83	12,677.22	13,150.01	11,123.49	12,646.54	12,351.24		-100.00%
March	11,336.68	22,351.53	19,799.98	23,482.40	17,868.35	17,557.85	17,966.61	26,306.62	9,184.36		-100.00%
April	16,460.55	7,593.74	7,374.89	9,751.86	8,541.12	9,080.30	8,299.95	.00	13,489.54		-100.00%
	8,654.22										
	<b>102,788.95</b>	<b>122,888.97</b>	<b>124,884.58</b>	<b>134,353.80</b>	<b>132,784.55</b>	<b>124,056.01</b>	<b>118,421.80</b>	<b>127,226.39</b>	<b>115,676.92</b>	<b>62,204.31</b>	
	<b>4.71%</b>	<b>19.55%</b>	<b>1.62%</b>	<b>9.33%</b>	<b>-1.17%</b>	<b>-6.57%</b>	<b>-4.54%</b>	<b>7.43%</b>	<b>-9.08%</b>	<b>-46.23%</b>	

\*November 2010 included twice in FY 2010/2011

VILLAGE OF MAPLE PARK, ILLINOIS

\*\*Attachment C\*\*

SALES TAX REVENUE

01-00-4240

FY2011/2012 - FY2020/2021

Month Of Sale (Merchant)	Month Collected (By State)	Disbursed To (Maple Park)	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	NHMR New Tax 2018/2019	MT 2018/2019	NHMR 2019/2020	MT 2019/2020	NHMR 2020/2021	MT 2020/2021	% Change
May	June	Prior Year Adjustment August	2,704.18 7,760.92	7,348.47	8,530.24	10,508.80	(41.65) 6,101.97	5,889.07	6,570.70	-	6,710.37 8,187.28	2,158.44 7,548.60	10,956.87 9,985.48	1,426.16 4,433.68	1,909.70 5,202.82	-47.79%
June	July	September	7,016.24	8,398.82	9,678.74	17,654.25	6,161.01	6,747.49	7,556.89	-	7,559.35	7,489.21	7,945.94	5,847.31	7,831.81	-1.44%
July	August	October	7,287.93	7,429.07	9,423.06	15,967.42	6,430.25	6,350.92	7,626.89	8,800.89	7,628.05	6,727.71	9,889.66			-100.00%
August	September	November	9,345.01	12,512.47	8,809.25	12,683.33	5,686.82	5,364.37	6,151.58	11,795.80	13,038.98	6,517.76	7,688.51			-100.00%
September	October	December	7,057.40	9,324.50	7,834.73	10,459.85	7,633.27	4,860.98	6,062.54	7,085.00	8,179.04	6,336.32	7,391.60			-100.00%
October	November	January	6,381.40	9,931.44	6,764.70	6,763.13	7,128.05	5,312.35	7,349.78	6,607.45	7,149.08	6,219.92	7,865.90			-100.00%
November	December	February	7,040.60	7,631.09	6,223.98	5,530.27	5,319.01	5,189.95	7,224.72	5,329.25	5,637.48	5,300.60	5,774.23			-100.00%
December	January	March	7,360.91	6,034.93	7,073.39	4,750.75	3,776.85	4,053.27	7,456.93	5,416.31	6,088.22	5,484.68	5,927.96			-100.00%
January	February	April	5,773.01	4,826.31	4,775.03	7,241.75	4,062.11	5,236.82	7,125.27	4,728.75	5,053.33	4,819.78	5,101.42			-100.00%
February	March	May	5,217.53	5,478.30	5,163.88	4,100.73	5,010.37	4,356.23	5,922.28	4,481.65	4,610.44	4,073.66	4,615.43			-100.00%
March	April	June	6,393.58	7,995.97	7,944.50	4,740.13	3,937.20	5,175.37	5,890.30	6,086.80	6,751.43	3,361.35	3,662.34			-100.00%
April	May	July	7,271.53	6,711.58	6,500.00	5,000.00	5,205.49	5,258.28	7,320.83	5,000.00	5,000.00	2,000.00	2,000.00	e		-100.00%
			86,610.24	93,622.95	88,711.50	105,733.49	66,410.75	63,797.10	82,258.71	63,343.90	91,593.05	68,044.03	88,787.34	11,707.15	14,944.33	
		Totals														
		Annual % Increase	41.86%	8.10%	-5.25%	19.19%	-37.19%	-3.94%	28.94%		11.35%	7.42%	-3.06%	-82.79%	-83.17%	

VILLAGE OF MAPLE PARK  
 \*\*Attachment D\*\*  
**PERSONAL PROPERTY REPLACEMENT TAX**  
**01-00-4250 (District #0452400048)**  
 FY2011/2012 - FY 2020/2021

Month Disbursed (By State)	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
May	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 813.17	\$ 445.68	-45.19%
June	390.12	531.81	574.89	511.58	532.05	534.25	517.83	459.66	-	-	#DIV/0!
July	97.65	64.26	60.30	55.03	71.71	62.19	23.88	46.45	480.51	463.05	-3.63%
August	-	-	-	-	-	-	-	-	57.64	342.17	493.63%
September	651.53	404.71	420.13	507.08	534.85	485.94	353.50	415.98	-	-	#DIV/0!
October	-	-	-	-	-	-	-	-	836.29	-	-100.00%
November	94.12	154.84	153.25	134.98	130.63	129.27	93.21	101.72	-	-	#DIV/0!
December	401.07	411.27	518.73	449.90	425.28	480.54	317.35	341.04	138.88	-	-100.00%
January	-	-	-	-	-	-	-	-	507.83	-	-100.00%
February	112.11	128.71	153.94	128.44	170.81	308.68	281.53	134.53	-	-	#DIV/0!
March	615.92	652.10	688.00	786.05	608.27	786.33	578.71	668.85	100.95	-	-100.00%
April	411.52	588.36	507.77	647.64	491.45	506.40	589.91	-	697.11	-	-100.00%
<b>Totals</b>	<b>2,774.04</b>	<b>2,936.06</b>	<b>3,077.01</b>	<b>3,220.70</b>	<b>2,965.05</b>	<b>3,293.60</b>	<b>2,755.92</b>	<b>2,168.23</b>	<b>3,632.38</b>	<b>1,250.90</b>	
<b>Annual % Increase</b>	<b>-11.80%</b>	<b>5.84%</b>	<b>4.80%</b>	<b>4.67%</b>	<b>-7.94%</b>	<b>11.08%</b>	<b>-16.32%</b>	<b>-21.32%</b>	<b>67.53%</b>	<b>-65.56%</b>	



VILLAGE OF MAPLE PARK

\*\*Attachment E\*\*

STATE USE TAX

01-00-4270

FY2011/2012 - FY2020/2021

Month----- Collected (By State)	Disbursed To (Maple Park)	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
May	July	1,579.97	1,572.17	1,824.81	1,869.28	2,420.47	2,576.95	2,519.73	2,704.74	3,404.28	4,385.25	28.82%
June	August	1,539.36	1,643.89	1,611.43	1,986.06	2,305.54	2,507.56	2,538.72	2,949.32	3,418.99	4,876.95	42.64%
July	September	1,700.89	1,838.00	2,140.18	2,216.84	2,600.55	2,828.16	2,685.20	3,158.59	3,475.75	4,923.60	41.66%
August	October	1,361.34	1,518.88	1,841.16	1,890.33	2,411.08	2,250.82	2,570.73	3,064.09	3,573.24		-100.00%
September	November	1,621.34	1,695.84	1,720.32	2,047.15	2,203.16	2,453.75	2,733.92	2,914.06	3,423.37		-100.00%
October	December	1,229.66	1,737.45	1,856.00	2,484.01	2,533.13	2,522.36	2,881.17	3,342.86	3,834.13		-100.00%
November	January	1,546.32	1,688.56	1,991.80	2,350.25	2,551.10	2,750.97	2,861.16	3,538.33	4,209.69		-100.00%
December	February	1,557.01	1,778.82	1,875.14	2,234.39	2,514.05	2,670.84	3,314.33	3,915.05	3,943.85		-100.00%
January	March	2,379.50	2,540.68	2,950.32	3,386.79	3,595.09	4,150.36	4,192.03	4,734.26	5,411.52		-100.00%
February	April	1,520.57	1,768.58	1,564.39	1,198.26	2,208.81	2,397.58	2,495.33	2,746.30	3,747.22		-100.00%
March	May	1,378.89	1,324.70	1,535.77	2,338.78	2,251.52	2,256.36	2,566.17	3,163.77	3,256.39		-100.00%
April	June	1,704.73	1,662.72	2,027.67	2,465.88	2,645.71	2,934.20	3,099.04	3,596.65	4,142.33		-100.00%
<b>Totals</b>		<b>19,119.58</b>	<b>20,770.29</b>	<b>22,938.99</b>	<b>26,468.02</b>	<b>30,240.21</b>	<b>32,299.91</b>	<b>34,457.53</b>	<b>39,828.02</b>	<b>45,840.76</b>	<b>14,185.80</b>	
<b>Annual % Increase</b>		<b>1.51%</b>	<b>8.63%</b>	<b>10.44%</b>	<b>15.38%</b>	<b>14.25%</b>	<b>6.81%</b>	<b>6.68%</b>	<b>15.59%</b>	<b>15.10%</b>	<b>-69.05%</b>	

VILLAGE OF MAPLE PARK, ILLINOIS

\*\*Attachment F\*\*

ILLINOIS GAMING REVENUE

01-00-4280

FY2013/2014 - FY2020/2021

Month		2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
Month	Disbursed To (Maple Park)	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
May	June	-	1,008.90	1,018.34	1,183.50	1,767.29	1,850.03	2,378.26	-	-100.00%
June	July	-	592.23	759.67	1,144.52	1,802.05	1,715.11	2,393.33	-	-100.00%
July	August	-	639.24	761.10	1,155.77	1,628.28	1,744.16	1,979.33	1,895.79	-4.22%
August	September	-	601.23	1,220.08	1,440.20	1,490.15	2,058.93	2,323.97	1,647.17	-29.12%
September	October	-	724.83	1,166.61	1,376.04	2,197.33	1,861.23	1,854.17	-	-100.00%
October	November	-	772.06	1,316.74	1,754.03	1,631.62	2,026.87	2,532.39	-	-100.00%
November	December	221.20	811.58	1,154.18	1,322.08	1,642.12	2,146.00	2,563.06	-	-100.00%
December	January	403.46	1,329.84	1,150.87	1,379.72	1,923.67	2,245.55	2,393.22	-	-100.00%
January	February	611.21	1,093.18	1,117.46	1,483.25	1,572.34	2,331.36	2,074.75	-	-100.00%
February	March	662.38	1,133.40	1,049.37	1,296.81	1,463.89	2,273.26	2,482.06	-	-100.00%
March	April	899.74	1,157.49	1,291.10	1,897.68	2,151.55	2,777.34	1,371.30	-	-100.00%
April	May	761.39	546.72	1,370.91	1,613.78	2,033.26	2,907.26	-	-	#DIV/0!
<b>Totals</b>		<b>3,559.38</b>	<b>10,410.70</b>	<b>13,376.43</b>	<b>17,047.38</b>	<b>21,303.55</b>	<b>25,937.10</b>	<b>24,345.84</b>	<b>3,542.96</b>	<b>-85.45%</b>
<b>Annual % Increase</b>			<b>192.49%</b>	<b>28.49%</b>	<b>27.44%</b>	<b>24.97%</b>	<b>21.75%</b>	<b>-6.14%</b>		

\*Video Gaming was shut down on 03/16/20

VILLAGE OF MAPLE PARK

\*\*Attachment G\*\*

MOTOR FUEL TAX

19-00-4280 / 19-00-4290

FY 2011/2012 - FY 2020/2021

Month Allocated (By State)	Disbursed To (Maple Park)	2010/2011	2011/2012	2012/2013	2013/2014	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	2019/2020	2020/2021	% Change
May	June	2,761.89	2,664.61	2,832.96	3,331.21	9,105.88 *	2,860.73	2,960.89	2,908.08	2,760.88	2,657.33	17,465.32 xA	557.25%
June	July	2,610.35	2,479.38	2,386.37	2,286.45	2,549.94	1,856.78	1,867.24	2,309.38	2,530.22	2,422.51	3,165.07 x	30.65%
July	August	2,829.40	8,577.42 *	2,788.67	2,681.82	8,573.40 *	3,304.52	2,997.10	3,028.07	2,969.68	3,028.00	18,262.21 xA	503.11%
August	September	2,752.02	2,810.89	2,795.12	3,149.23	1,940.96	3,183.88	2,846.26	2,860.15	2,863.62	4,356.26 x	4,519.64 x	3.75%
September	October	3,168.18	2,518.28	8,142.07 *	2,227.72	2,638.74	2,143.94	2,512.41	2,528.17	2,392.10	4,731.80 x		-100.00%
October	November	8,035.95 *	2,797.89	2,654.79	8,576.92 *	2,840.02	2,785.63	2,908.42	2,894.56	3,138.47	4,341.71 x		-100.00%
November	December	2,960.42	2,955.85	2,830.17	2,468.65	2,878.64	3,226.24	2,963.32	2,949.99	2,954.87	4,888.92 x		-100.00%
December	January	2,834.14	2,755.39	2,711.73	3,278.08	3,298.88	2,956.53	3,107.68	2,894.64	2,846.28	5,750.49 x		-100.00%
January	February	3,066.06	2,649.55	2,631.84	2,888.64	3,100.33	2,855.63	2,954.18	2,963.57	2,842.14	4,074.82 x		-100.00%
February	March	2,469.00	2,700.32	2,236.35	2,660.40	2,353.43	2,877.98	2,816.64	2,567.51	2,584.94	4,031.02 x		-100.00%
March	April	2,803.92	2,626.53	2,646.54	2,091.86	1,207.32	2,475.19	2,401.55	2,545.18	2,472.00	4,173.02 x		-100.00%
April	May	2,716.12	2,543.22	2,252.85	2,415.04	3,046.79	2,981.31	2,868.21	2,998.94	2,899.63	3,885.29 x		-100.00%
<b>Totals</b>		<b>39,007.45</b>	<b>38,079.33</b>	<b>36,909.46</b>	<b>38,056.02</b>	<b>43,534.33</b>	<b>33,508.36</b>	<b>33,203.90</b>	<b>33,448.24</b>	<b>33,253.83</b>	<b>48,341.17</b>	<b>43,412.24</b>	
<b>Annual % Increase</b>		<b>17.45%</b>	<b>-2.38%</b>	<b>-3.07%</b>	<b>3.11%</b>	<b>14.40%</b>	<b>-23.03%</b>	<b>-0.91%</b>	<b>0.74%</b>	<b>-0.58%</b>	<b>45.37%</b>	<b>-10.20%</b>	

\* - Includes Excess MFT Payment

x - Includes MFT Renewal Fund

A - Includes Rebuild Illinois Funds

**VILLAGE OF MAPLE PARK - BUDGET REPORT**  
**May 1, 2020 - September 30, 2020**

	FY 2020 Actuals	FY 2021 Budget	Budget May 20 - Sep 20	Actual Totals for May 20 - Sep 20	Variance to Budget
<b>01 - GENERAL FUND</b>					
TOTAL GENERAL FUND REVENUE	786,760	718,720	377,274	430,367	(53,093)
TOTAL ADMINISTRATION & FINANCE	378,241	282,133	116,425	82,558	33,866
TOTAL PARKS & GROUNDS	43,743	50,681	26,367	17,993	8,374
TOTAL POLICE DEPARTMENT	214,385	269,610	125,797	92,154	33,643
TOTAL CIVIC CENTER	19,469	75,000	31,250	4,363	26,887
TOTAL STREET DEPARTMENT	119,093	107,131	53,305	35,737	17,567
TOTAL EMERGENCY MANAGEMENT DEPARTMENT	-	7,343	6,560	497	6,063
TOTAL GENERAL FUND EXPENDITURES	774,932	791,898	359,703	233,302	126,401
GENERAL FUND NET INCOME/LOSS	11,829	(73,178)	17,571	197,065	(179,494)
<b>12 - UTILITY TAX FUND</b>					
TOTAL REVENUE	126,845	82,000	32,917	23,263	9,654
TOTAL EXPENDITURES	150,482	199,759	50,546	38,305	12,241
UTILITY TAX FUND NET INCOME/LOSS	(23,637)	(117,759)	(17,629)	(15,042)	(2,587)
<b>13 - TIF DISTRICT FUND</b>					
TOTAL REVENUE	89,827	92,000	86,480	221,204	(134,724)
TOTAL EXPENDITURES	6,924	23,690	18,065	1,639	16,427
ROAD & BRIDGE FUND NET INCOME/LOSS	82,903	68,310	68,415	219,566	(151,151)
<b>15 - ROAD &amp; BRIDGE FUND</b>					
TOTAL REVENUE	47,271	61,750	59,551	55,082	4,469
TOTAL EXPENDITURES	61,165	80,285	79,785	22,070	57,715
ROAD & BRIDGE FUND NET INCOME/LOSS	(13,894)	(18,535)	(20,234)	33,012	(53,246)
<b>19 - MOTOR FUEL TAX FUND</b>					
TOTAL REVENUE	51,379	48,822	16,357	47,572	(31,215)
TOTAL EXPENDITURES	-	140,000	140,000	140,000	-
MOTOR FUEL TAX FUND NET INCOME/LOSS	51,379	(91,178)	(123,643)	(92,428)	(31,215)
<b>28 - DEVELOPER ESCROW FUND</b>					
TOTAL REVENUE	26,118	10,000	-	-	-
TOTAL EXPENDITURES	26,118	10,000	-	-	-
DEVELOPER ESCROW FUND NET INCOME/LOSS	-	-	-	-	-
<b>52 - WATER &amp; SEWER FUND</b>					
TOTAL REVENUE	463,550	475,866	172,240	186,200	(13,960)
TOTAL WATER EXPENDITURES	272,480	280,821	124,393	122,848	1,545
TOTAL SEWER EXPENDITURES	116,878	124,872	52,857	43,013	9,844
TOTAL WATER & SEWER FUND EXPENDITURES	389,358	405,693	177,250	165,861	11,388
WATER & SEWER FUND NET INCOME/LOSS	74,193	70,174	(5,009)	20,339	(25,348)
<b>54 - WATER IMPROVEMENT ACCOUNT</b>					
TOTAL REVENUE	100,648	76,169	65,568	54,585	10,983
TOTAL EXPENDITURES	16,361	94,561	69,376	336	69,040
WATER IMPROVEMENT NET INCOME/LOSS	84,287	(18,392)	(3,808)	54,248	(58,057)
<b>56 - SEWER IMPROVEMENT ACCOUNT</b>					
TOTAL REVENUE	73,827	55,993	43,243	45,419	(2,175)
TOTAL EXPENDITURES	-	37,817	37,817	-	37,817
SEWER IMPROVEMENT NET INCOME/LOSS	73,827	18,177	5,427	45,419	(39,992)
<b>70 - SCHOOL LAND CASH</b>					
TOTAL REVENUE	-	-	-	18,600	(18,600)
TOTAL EXPENDITURES	-	-	-	21,800	(21,800)
SEWER IMPROVEMENT NET INCOME/LOSS	-	-	-	(3,200)	3,200
<b>GRAND TOTAL REVENUE</b>	<b>1,766,226</b>	<b>1,621,321</b>	<b>853,630</b>	<b>1,082,291</b>	<b>(228,661)</b>
<b>GRAND TOTAL EXPENSES</b>	<b>1,425,340</b>	<b>1,783,702</b>	<b>932,540</b>	<b>623,312</b>	<b>309,228</b>
<b>GRAND TOTAL NET INCOME / LOSS</b>	<b>340,887</b>	<b>(162,381)</b>	<b>(78,910)</b>	<b>458,979</b>	<b>(537,890)</b>

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**May 1, 2020 - September 30, 2020**

		FY 2020 Actuals	FY 2021 Budget	Budget May 20 - Sep 20	Actual Totals for May 20 - Sep 20	Variance to Budget
<b>01 - GENERAL FUND</b>						
<b>REVENUES</b>						
01-00-4110	REAL ESTATE TAX - DEKALB CO.	117,431	121,752	114,447	119,426	(4,980)
01-00-4120	REAL ESTATE TAX - KANE CO.	103,279	104,698	98,416	100,125	(1,709)
01-00-4220	STATE OF IL - INCOME TAX	115,677	97,729	21,718	62,204	(40,487)
01-00-4240	STATE OF IL-MUNICIPAL SALES TAX	156,831	105,000	38,182	46,370	(8,188)
01-00-4250	STATE OF IL-REPLACEMENT TAX	3,632	3,000	1,250	1,251	(1)
01-00-4270	STATE OF IL-USE TAX	45,841	40,692	13,564	21,585	(8,021)
01-00-4280	STATE OF IL-VIDEO GAMING TAX	24,346	24,150	8,050	3,267	4,783
01-00-4281	STATE OF IL-CANNABIS TAX	214	1,200	500	345	155
01-00-4310	GAME LICENSE	275	250	250	275	(25)
01-00-4325	GOLF CART LICENSE	430	450	450	390	60
01-00-4330	CIGARETTE LICENSE	20	20	20	20	-
01-00-4340	FRANCHISE FEE LICENSE	4,446	3,500	1,458	792	666
01-00-4341	RAFFLE LICENSE FEE	60	40	25	5	20
01-00-4350	LIQUOR LICENSE	10,093	7,875	7,875	7,500	375
01-00-4407	TEMPORARY OCCUPANCY PERMIT	1,200	-	-	-	-
01-00-4410	BUILDING PERMITS	9,253	7,500	4,167	4,860	(693)
01-00-4410.01	BUILDING PERMITS - SETTLEMENT	4,474	4,536	4,536	9,107	(4,570)
01-00-4410.02	BUILDING PERMITS - SQUIRE'S CROSSING	21,809	13,120	13,120	2,236	10,884
01-00-4410.03	BUILDING PERMITS - HERITAGE HILLS	2,239	-	-	6,817	(6,817)
01-00-4420	SOLICITOR PERMITS	100	-	-	-	-
01-00-4535.01	THE SETTLEMENT - ENGINEERING	680	680	680	1,360	(680)
01-00-4535.02	SQUIRE'S CROSSING - ENGINEERING	3,400	2,040	2,040	340	1,700
01-00-4535.03	HERITAGE HILLS - ENGINEERING	340	-	-	1,020	(1,020)
01-00-4550	PARK RENT	1,000	1,000	1,000	400	600
01-00-4550.04	RENT - GYM USE	1,255	1,000	417	-	417
01-00-4550.07	RENT - M.P. LIBRARY	4,800	4,800	2,000	3,200	(1,200)
01-00-4550.11	RENT - KITCHEN	425	300	125	-	125
01-00-4550.17	RENT - EXERCISE ROOM	80	-	-	-	-
01-00-4560	FUTURE LINK RENT	4,410	4,620	1,925	1,925	-
01-00-4575	WATER & SEWER ADMIN CHARGE	32,500	32,500	13,542	13,540	2
01-00-4610	DEKALB COUNTY FINES	2,167	1,000	417	526	(109)
01-00-4620	KANE COUNTY FINES	1,016	1,000	417	428	(11)
01-00-4625	ORDINANCE VIOLATION FINES	2,200	1,500	625	1,525	(900)
01-00-4654.01	POLICE DEVELOP CONTRIB - SETTLEMENT	-	2,111	2,111	1,056	1,056
01-00-4654.02	POLICE DEVELOP CONTRIB - SQUIRE'S CROSSING	-	6,333	6,333	1,056	5,278
01-00-4654.03	POLICE DEVELOP CONTRIB - HERITAGE HILLS	-	-	-	3,167	(3,167)
01-00-4656.01	FACILITY DEVELOP CONTRIB - SETTLEMENT	-	3,206	3,206	1,603	1,603
01-00-4656.02	FACILITY DEVELOP CONTRIB - SQUIRE'S CROSSING	-	9,618	9,618	1,603	8,015
01-00-4656.03	FACILITY DEVELOP CONTRIB - HERITAGE HILLS	-	-	-	4,809	(4,809)
01-00-4800	INTEREST INCOME	7,093	6,000	2,500	1,822	679
01-00-4900	OTHER INCOME	591	500	208	-	208
01-00-4910	REIMBURSEMENT INCOME	103,153	5,000	2,083	4,413	(2,330)
01-00-4999	TRANSFER FROM OTHER FUNDS	-	100,000	-	-	-
<b>** TOTAL GENERAL FUND REVENUE</b>		<b>786,760</b>	<b>718,720</b>	<b>377,274</b>	<b>430,367</b>	<b>(53,093)</b>

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<b>10 - ADMINISTRATION &amp; FINANCE EXPENDITURES</b>						
01-10-5010	WAGES – FINANCE	47,265	85,231	35,513	21,815	13,698
01-10-5010.01	WAGES – REIMBURSED (POLICE)	623	-	-	-	-
01-10-5010.02	WAGES – FUN FEST (POLICE)	3,000	3,000	3,000	-	3,000
01-10-5010.03	WAGES – FUN FEST (PUBLIC WORKS)	1,000	1,000	1,000	-	1,000
01-10-5011	SALARIES – VILLAGE BOARD	11,958	12,000	-	-	-
01-10-5012	STATE UNEMPLOYMENT TAX	809	1,000	250	246	4
01-10-5020	SOCIAL SECURITY EXPENSE	4,808	7,733	2,839	1,801	1,038
01-10-5020.01	SOCIAL SECURITY EXPENSE - REIMBURSED	48	-	-	-	-
01-10-5030	PENSION EXPENSE	816	1,763	735	447	287
01-10-5040	EMPLOYEE MEDICAL INSURANCE	1,663	3,850	1,604	723	881
01-10-5120	POSTAGE	1,186	2,500	1,042	390	652
01-10-5155	GOLF CART LICENSE EXPENSE	95	100	-	-	-
01-10-5160	COPIER & POSTAGE MACHINE LEASE	1,135	2,733	1,139	1,083	56
01-10-5200	OFFICE SUPPLIES	9,660	10,000	4,167	2,776	1,390
01-10-5320	ENGINEERING SERVICES	7,055	7,500	3,125	2,678	448
01-10-5330	LEGAL SERVICES	20,431	20,000	8,333	7,481	852
01-10-5350	AUDIT EXPENSE	13,110	13,210	13,210	13,210	-
01-10-5390	OTHER PROFESSIONAL SERVICES	79,068	37,213	23,785	20,710	3,075
01-10-5420	PERMIT EXPENSE	220	100	100	-	100
01-10-5420.01	PERMIT EXPENSE - SETTLEMENT	550	600	600	450	150
01-10-5420.02	PERMIT EXPENSE - SQUIRE'S CROSSING	1,650	1,500	1,500	750	750
01-10-5420.03	PERMIT EXPENSE - HERITAGE HILLS	200	-	-	100	(100)
01-10-5500	INSURANCE EXPENSE	44,531	46,000	-	51	(51)
01-10-5550	SOFTWARE EXPENSE	24	500	208	-	208
01-10-5570	DUES AND MEMBERSHIPS	4,500	5,000	2,083	3,857	(1,774)
01-10-5700	TELEPHONE	6,516	5,700	2,375	2,405	(30)
01-10-5900	OTHER EXPENSES	93,582	6,000	2,500	675	1,825
01-10-5900.01	FUN FEST EXPENSES	1,727	1,000	1,000	-	1,000
01-10-5910	EMERGENCY NOTIFICATION SYSTEM	858	900	900	884	16
01-10-5920	CONFERENCES	597	1,000	417	25	392
01-10-5999	TRANSFER TO OTHER FUNDS	5,000	5,000	5,000	-	5,000
01-10-8210	COMPUTERS	14,556	-	-	-	-
<b>** TOTAL ADMINISTRATION &amp; FINANCE</b>		<b>378,241</b>	<b>282,133</b>	<b>116,425</b>	<b>82,558</b>	<b>33,866</b>
<b>20 - PARKS &amp; GROUNDS EXPENDITURES</b>						
01-20-5010	WAGES	30,355	31,309	13,046	11,560	1,485
01-20-5020	SOCIAL SECURITY EXPENSE	2,714	2,688	1,120	1,033	87
01-20-5030	PENSION EXPENSE	1,419	1,405	586	594	(9)
01-20-5040	EMPLOYEE MEDICAL INSURANCE	3,858	3,828	1,595	1,414	181
01-20-5250	GASOLINE & FUEL	518	1,000	417	430	(14)
01-20-5390	OTHER PROFESSIONAL SERVICES	1,475	-	-	-	-
01-20-5600	MAINTENANCE & REPAIR	2,453	9,000	9,000	2,597	6,403
01-20-5730	UTILITIES	878	1,200	500	365	135
01-20-5900	OTHER EXPENSE	73	250	104	-	104
<b>** TOTAL PARKS &amp; GROUNDS</b>		<b>43,743</b>	<b>50,681</b>	<b>26,367</b>	<b>17,993</b>	<b>8,374</b>
<b>30 - POLICE DEPARTMENT EXPENDITURES</b>						
01-30-5010	WAGES – CHIEF	53,447	55,167	22,986	20,369	2,617
01-30-5015	WAGES – PATROL OFFICERS	60,188	89,335	37,223	31,257	5,965
01-30-5016	WAGES – TRAINING	11,127	9,334	3,889	319	3,570
01-30-5018	WAGES – SERGEANT	28,278	34,053	14,189	9,781	4,408
01-30-5020	SOCIAL SECURITY EXPENSE	12,781	14,878	6,199	5,065	1,135
01-30-5030	PENSION EXPENSE	2,495	2,471	1,029	1,044	(15)
01-30-5040	EMPLOYEE MEDICAL INSURANCE	6,651	6,600	2,750	2,437	313
01-30-5100	GENERAL SUPPLIES	4,540	6,200	2,583	738	1,846
01-30-5250	GASOLINE & FUEL	5,427	7,000	2,917	1,672	1,245
01-30-5300	UNIFORM EXPENSE	1,365	3,000	1,250	153	1,097
01-30-5330	LEGAL SERVICES	-	7,000	2,917	88	2,829
01-30-5550	SOFTWARE EXPENSE	-	2,670	2,670	1,670	1,000
01-30-5560	TRAINING	1,354	2,500	2,500	1,045	1,455
01-30-5570	DUES & MEMBERSHIPS	1,360	1,500	625	810	(185)
01-30-5600	MAINTENANCE & REPAIR	2,971	3,000	1,250	284	966
01-30-5700	TELEPHONE	4,034	5,000	2,083	1,532	551
01-30-5750	COMMUNICATIONS	13,246	13,903	13,903	13,849	54
01-30-5900	OTHER EXPENSE	1,310	2,000	833	40	793
01-30-8200	EQUIPMENT	3,812	4,000	4,000	-	4,000
<b>** TOTAL POLICE DEPARTMENT</b>		<b>214,385</b>	<b>269,610</b>	<b>125,797</b>	<b>92,154</b>	<b>33,643</b>
<b>40 - CIVIC CENTER EXPENDITURES</b>						
01-40-5100	GENERAL SUPPLIES	1,232	1,500	625	191	434
01-40-5390	OTHER PROFESSIONAL SERVICES	50	-	-	-	-
01-40-5600	MAINTENANCE & REPAIR	11,452	63,000	26,250	3,678	22,572
01-40-5730	UTILITIES	6,283	10,000	4,167	494	3,673
01-40-5900	OTHER EXPENSE	453	500	208	-	208
<b>** TOTAL CIVIC CENTER</b>		<b>19,469</b>	<b>75,000</b>	<b>31,250</b>	<b>4,363</b>	<b>26,887</b>

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<b>50 - STREET DEPARTMENT EXPENDITURES</b>						
01-50-5010	WAGES	30,355	31,309	13,046	11,560	1,485
01-50-5020	SOCIAL SECURITY EXPENSE	2,714	2,688	1,120	1,033	87
01-50-5030	PENSION EXPENSE	1,419	1,405	586	594	(8)
01-50-5040	EMPLOYEE MEDICAL INSURANCE	3,857	3,828	1,595	1,413	182
01-50-5175	ROAD SALT	4,849	10,000	-	-	-
01-50-5250	GASOLINE & FUEL	1,304	2,500	1,042	167	874
01-50-5320	ENGINEERING	397	-	-	-	-
01-50-5390	OTHER PROFESSIONAL SERVICES	14,281	5,900	2,458	2,107	351
01-50-5600	MAINTENANCE & REPAIR	7,397	10,000	4,167	2,901	1,266
01-50-5620	STREET MAINTENANCE	9,004	12,000	12,000	5,792	6,208
01-50-5621	TREE MAINTENANCE	5,400	10,000	10,000	5,050	4,950
01-50-5622	STREET SIGN INSTALLATION	-	2,000	833	-	833
01-50-5730	UTILITIES	14,940	15,000	6,250	5,119	1,131
01-50-5900	OTHER EXPENSE	699	500	208	-	208
01-50-8215	VEHICLE PURCHASE	22,477	-	-	-	-
<b>** TOTAL STREET DEPARTMENT</b>		<b>119,093</b>	<b>107,131</b>	<b>53,305</b>	<b>35,737</b>	<b>17,567</b>
<b>60 - EMERGENCY MANAGEMENT DEPARTMENT EXPENDITURES</b>						
01-60-5010	WAGES	-	1,200	500	443	57
01-60-5020	SOCIAL SECURITY EXPENSE	-	95	40	34	6
01-60-5030	PENSION EXPENSE	-	48	20	20	0
01-60-5100	SUPPLIES	-	1,000	1,000	-	1,000
01-60-5600	MAINTENANCE & REPAIR	-	5,000	5,000	-	5,000
<b>** TOTAL EMERGENCY MANAGEMENT DEPARTMENT</b>		<b>-</b>	<b>7,343</b>	<b>6,560</b>	<b>497</b>	<b>6,063</b>
<b>TOTAL GENERAL FUND REVENUES</b>		<b>786,760</b>	<b>718,720</b>	<b>377,274</b>	<b>430,367</b>	<b>(53,093)</b>
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>774,932</b>	<b>791,898</b>	<b>359,703</b>	<b>233,302</b>	<b>126,401</b>
<b>GENERAL FUND NET INCOME/LOSS</b>		<b>11,829</b>	<b>(73,178)</b>	<b>17,571</b>	<b>197,065</b>	<b>(179,494)</b>

**12 - UTILITY TAX FUND**

<b>REVENUES</b>						
12-00-4140.10	TELECOMMUNICATIONS TAX	16,232	14,000	5,833	5,871	(37)
12-00-4140.30	COM ED - UTILITY TAX	33,440	30,000	12,500	13,453	(953)
12-00-4140.40	NICOR GAS - UTILITY TAX	17,053	15,000	6,250	3,789	2,461
12-00-4746	POLICE GRANTS	8,586	-	-	100	(100)
12-00-4750	VEHICLE LOAN PROCEEDS	37,000	-	-	-	-
12-00-4751	DEKALB COUNTY COMMUNITY GRANT	-	10,000	-	-	-
12-00-4800	INTEREST INCOME	9,533	8,000	3,333	50	3,283
12-00-4992	TRANSFER FROM GENERAL FUND	5,000	5,000	5,000	-	5,000
<b>** TOTAL REVENUE</b>		<b>126,845</b>	<b>82,000</b>	<b>32,917</b>	<b>23,263</b>	<b>9,654</b>
<b>EXPENDITURES</b>						
12-00-5992	TRANSFER TO WATER & SEWER FUND	59,000	59,000	29,500	29,500	-
12-00-5993	TRANSFER TO WATER IMPROVEMENT	12,237	12,426	12,241	-	12,241
12-00-5999	TRANSFER TO OTHER FUNDS	-	100,000	-	-	-
12-00-8102	CIVIC CENTER IMPROVEMENTS	7,361	-	-	-	-
12-00-8401	POLICE VEHICLE	43,865	-	-	-	-
12-00-8413	POLICE GRANT PURCHASES	9,321	-	-	-	-
12-00-8420	POLICE VEHICLE LOAN - PRINCIPAL	7,936	5,433	3,397	3,397	(0)
12-00-8421	POLICE VEHICLE LOAN - INTEREST	373	77	65	65	0
12-00-8425	DEKALB COUNTY COMMUNITY GRANT EXPENSES	-	10,000	-	-	-
12-00-8426	POLICE VEHICLE LOAN - PRINCIPAL	9,777	12,274	5,075	5,075	0
12-00-8427	POLICE VEHICLE LOAN - INTEREST	611	549	268	268	(0)
<b>** TOTAL EXPENDITURES</b>		<b>150,482</b>	<b>199,759</b>	<b>50,546</b>	<b>38,305</b>	<b>12,241</b>
<b>UTILITY TAX FUND NET INCOME/LOSS</b>		<b>(23,637)</b>	<b>(117,759)</b>	<b>(17,629)</b>	<b>(15,042)</b>	<b>(2,587)</b>

**13 - TIF DISTRICT FUND**

<b>REVENUES</b>						
13-00-4110	TIF TAX - DEKALB CO.	12,161	12,000	11,280	13,572	(2,292)
13-00-4120	TIF TAX - KANE CO.	77,666	80,000	75,200	207,633	(132,433)
<b>** TOTAL REVENUE</b>		<b>89,827</b>	<b>92,000</b>	<b>86,480</b>	<b>221,204</b>	<b>(134,724)</b>
<b>EXPENDITURES</b>						
13-00-5350	AUDIT EXPENSE	-	260	260	260	-
13-00-8417	TIF LEGAL FEES	6,924	7,500	1,875	1,379	497
13-00-8418	TIF IMPROVEMENTS	-	15,930	15,930	-	15,930
<b>** TOTAL EXPENDITURES</b>		<b>6,924</b>	<b>23,690</b>	<b>18,065</b>	<b>1,639</b>	<b>16,427</b>
<b>TIF DISTRICT FUND NET INCOME/LOSS</b>		<b>82,903</b>	<b>68,310</b>	<b>68,415</b>	<b>219,566</b>	<b>(151,151)</b>

**VILLAGE OF MAPLE PARK - BUDGET REPORT**  
**May 1, 2020 - September 30, 2020**

		FY 2020 Actuals	FY 2021 Budget	Budget May 20 - Sep 20	Actual Totals for May 20 - Sep 20	Variance to Budget
<b>15 - ROAD &amp; BRIDGE FUND</b>						
<b>REVENUES</b>						
15-00-4100	VEHICLE LICENSE FEES	20,045	24,000	24,000	22,910	1,090
15-00-4110	REAL ESTATE TAX-DEKALB COUNTY	4,731	4,500	4,230	3,814	416
15-00-4120	REAL ESTATE TAX-KANE COUNTY	20,904	20,000	18,800	20,693	(1,893)
15-00-4260	VIRGIL TWSP. REPLACE. TAX	274	250	104	165	(61)
15-00-4652.01	ROADS DEVELOPMENT CONTRIB - SETTLEMENT	-	3,000	3,000	1,500	1,500
15-00-4652.02	ROADS DEVELOPMENT CONTRIB - SQUIRE'S CROSS	-	9,000	9,000	1,500	7,500
15-00-4652.03	ROADS DEVELOPMENT CONTRIB - HERITAGE HILLS	-	-	-	4,500	(4,500)
15-00-4800	INTEREST INCOME	1,317	1,000	417	-	417
<b>** TOTAL REVENUE</b>		<b>47,271</b>	<b>61,750</b>	<b>59,551</b>	<b>55,082</b>	<b>4,469</b>
<b>EXPENDITURES</b>						
15-00-5100	GENERAL SUPPLIES	554	500	-	-	-
15-00-5320	ENGINEERING SERVICES	15,815	41,285	41,285	-	41,285
15-00-5620	STREET MAINTENANCE	44,700	38,000	38,000	22,070	15,930
15-00-5900	OTHER EXPENSES	96	500	500	-	500
<b>** TOTAL EXPENDITURES</b>		<b>61,165</b>	<b>80,285</b>	<b>79,785</b>	<b>22,070</b>	<b>57,715</b>
<b>ROAD &amp; BRIDGE FUND NET INCOME/LOSS</b>		<b>(13,894)</b>	<b>(18,535)</b>	<b>(20,234)</b>	<b>33,012</b>	<b>(53,246)</b>
<b>19 - MOTOR FUEL TAX FUND</b>						
<b>REVENUES</b>						
19-00-4290	STATE OF IL-MOTOR FUEL TAX	48,341	47,822	15,941	47,298	(31,357)
19-00-4800	INTEREST INCOME	3,038	1,000	417	274	142
<b>** TOTAL REVENUE</b>		<b>51,379</b>	<b>48,822</b>	<b>16,357</b>	<b>47,572</b>	<b>(31,215)</b>
<b>EXPENDITURES</b>						
19-00-5200	STREET IMPROVEMENTS	-	140,000	140,000	140,000	-
<b>** TOTAL EXPENDITURES</b>		<b>-</b>	<b>140,000</b>	<b>140,000</b>	<b>140,000</b>	<b>-</b>
<b>MOTOR FUEL TAX FUND NET INCOME/LOSS</b>		<b>51,379</b>	<b>(91,178)</b>	<b>(123,643)</b>	<b>(92,428)</b>	<b>(31,215)</b>
<b>28 - DEVELOPER ESCROW FUND</b>						
<b>REVENUES</b>						
28-00-4940	DEVELOPER RECEIPTS	26,118	10,000	-	-	-
<b>** TOTAL REVENUE</b>		<b>26,118</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>EXPENDITURES</b>						
28-00-5320	DEVELOPER LEGAL EXPENDITURES	-	5,000	-	-	-
28-00-5330	DEVELOPER ENGINEERING & ADMIN	26,118	5,000	-	-	-
<b>** TOTAL EXPENDITURES</b>		<b>26,118</b>	<b>10,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>DEVELOPER ESCROW FUND NET INCOME/LOSS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>52 - WATER &amp; SEWER FUND</b>						
<b>REVENUES</b>						
52-00-4170	WATER REVENUE	205,447	212,332	70,777	78,926	(8,149)
52-00-4171	ALLOCATION OF WATER REVENUE	(13,537)	(13,000)	(4,333)	(5,218)	885
52-00-4180	SEWER REVENUE	205,183	212,683	70,894	80,788	(9,894)
52-00-4181	ALLOCATION OF SEWER REVENUE	(13,422)	(13,000)	(4,333)	(5,176)	843
52-00-4190	PENALTIES	5,405	6,000	2,000	2,167	(167)
52-00-4200	TURN ON/OFF REVENUE	450	500	-	-	-
52-00-4200.01	THE SETTLEMENT - TURN ON/OFF REVENUE	200	200	200	400	(200)
52-00-4200.02	SQUIRE'S CROSSING - TURN ON/OFF REVENUE	900	600	600	100	500
52-00-4200.03	HERITAGE HILLS - TURN ON/OFF REVENUE	100	-	-	300	(300)
52-00-4300.01	METER FEES - SETTLEMENT	688	688	688	1,376	(688)
52-00-4300.02	METER FEES - SQUIRE'S CROSSING	3,096	2,064	2,064	344	1,720
52-00-4300.03	METER FEES - HERITAGE HILLS	344	-	-	1,032	(1,032)
52-00-4460.01	SEWER INSPECT - SETTLEMENT	400	400	400	800	(400)
52-00-4460.02	SEWER INSPECT - SQUIRE'S CROSSING	1,800	1,200	1,200	200	1,000
52-00-4460.03	SEWER INSPECT - HERITAGE HILLS	200	-	-	600	(600)
52-00-4800	INTEREST INCOME	7,116	6,000	2,500	-	2,500
52-00-4900	OTHER REVENUE	180	200	83	60	23
52-00-4994	TRANSFER FROM UTILITY TAX	59,000	59,000	29,500	29,500	-
<b>** TOTAL REVENUE</b>		<b>463,550</b>	<b>475,866</b>	<b>172,240</b>	<b>186,200</b>	<b>(13,960)</b>



**VILLAGE OF MAPLE PARK - BUDGET REPORT**  
**May 1, 2020 - September 30, 2020**

		FY 2020 Actuals	FY 2021 Budget	Budget May 20 - Sep 20	Actual Totals for May 20 - Sep 20	Variance to Budget
<b>10 - WATER DIVISION EXPENDITURES</b>						
52-10-5010	WAGES	24,763	37,192	12,337	9,747	2,590
52-10-5020	SOCIAL SECURITY EXPENSE	2,125	3,091	1,022	843	179
52-10-5030	PENSION EXPENSE	800	1,270	390	388	2
52-10-5040	EMPLOYEE MEDICAL INSURANCE	2,128	3,212	1,018	837	181
52-10-5100	GENERAL SUPPLIES	149	400	167	311	(144)
52-10-5105	METERS	4,238	5,000	2,083	3,056	(972)
52-10-5110	CHEMICALS	18,301	18,000	7,500	5,397	2,103
52-10-5120	POSTAGE	1,010	2,000	833	330	503
52-10-5250	GASOLINE & FUEL	1,012	1,500	625	430	195
52-10-5320	ENGINEERING	312	250	104	-	104
52-10-5330	LEGAL EXPENSE	-	250	104	-	104
52-10-5335	TEST EXPENSE	2,283	3,000	1,250	1,190	60
52-10-5375	ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	6,771	6,770	1
52-10-5390	OTHER PROFESSIONAL SERVICES	16,010	24,672	14,055	14,891	(836)
52-10-5550	SOFTWARE EXPENSE	975	1,000	-	-	-
52-10-5600	MAINTENANCE & REPAIR	43,584	47,900	19,958	24,210	(4,252)
52-10-5700	TELEPHONE	778	900	375	326	49
52-10-5730	UTILITIES	19,251	18,000	7,500	5,978	1,522
52-10-5740	JULIE LOCATES	248	250	-	-	-
52-10-5870	IEPA LOAN - PRINCIPAL	53,478	54,918	27,277	27,277	-
52-10-5880	IEPA LOAN - INTEREST	5,408	4,162	2,263	2,263	-
52-10-5886	IEPA LOAN - WATERMAIN	27,112	27,738	13,790	13,790	-
52-10-5888	IEPA LOAN - WATERMAIN	9,713	9,366	4,762	4,762	-
52-10-5900	OTHER EXPENSE	75	500	208	53	156
52-10-8215	VEHICLE PURCHASE	22,477	-	-	-	-
<b>** TOTAL WATER EXPENDITURES</b>		<b>272,480</b>	<b>280,821</b>	<b>124,393</b>	<b>122,848</b>	<b>1,545</b>
<b>20 - SEWER DIVISION EXPENDITURES</b>						
52-20-5010	WAGES	21,163	33,479	10,790	8,376	2,414
52-20-5020	SOCIAL SECURITY EXPENSE	1,816	2,782	893	724	168
52-20-5030	PENSION EXPENSE	637	1,108	323	319	3
52-20-5040	EMPLOYEE MEDICAL INSURANCE	1,796	2,882	880	715	165
52-20-5100	GENERAL SUPPLIES	149	250	104	-	104
52-20-5110	CHEMICALS	-	250	104	-	104
52-20-5120	POSTAGE	810	1,000	417	270	147
52-20-5250	GASOLINE & FUEL	393	750	313	167	145
52-20-5320	ENGINEERING	142	250	104	-	104
52-20-5330	LEGAL EXPENSE	-	250	104	613	(508)
52-20-5335	TEST EXPENSE	-	1,600	667	-	667
52-20-5375	ADMINISTRATIVE SERVICE CHARGE	16,250	16,250	6,771	6,770	1
52-20-5390	OTHER PROFESSIONAL SERVICES	15,622	24,672	14,055	14,891	(836)
52-20-5400	PERMIT EXPENSE	2,500	2,500	2,500	2,500	-
52-20-5550	SOFTWARE EXPENSE	975	1,000	-	-	-
52-20-5600	MAINTENANCE & REPAIR	16,023	20,600	8,583	1,779	6,804
52-20-5700	TELEPHONE	1,431	1,500	625	601	24
52-20-5730	UTILITIES	14,370	13,000	5,417	5,235	182
52-20-5740	JULIE LOCATES	248	250	-	-	-
52-20-5900	OTHER EXPENSE	75	500	208	53	156
52-20-8215	VEHICLE PURCHASE	22,477	-	-	-	-
<b>** TOTAL SEWER EXPENDITURES</b>		<b>116,878</b>	<b>124,872</b>	<b>52,857</b>	<b>43,013</b>	<b>9,844</b>
<b>TOTAL WATER &amp; SEWER FUND EXPENDITURES</b>		<b>389,358</b>	<b>405,693</b>	<b>177,250</b>	<b>165,861</b>	<b>11,388</b>
<b>WATER &amp; SEWER FUND NET INCOME/LOSS</b>		<b>74,193</b>	<b>70,174</b>	<b>(5,009)</b>	<b>20,339</b>	<b>(25,348)</b>

**VILLAGE OF MAPLE PARK - BUDGET REPORT**  
**May 1, 2020 - September 30, 2020**

		FY 2020 Actuals	FY 2021 Budget	Budget May 20 - Sep 20	Actual Totals for May 20 - Sep 20	Variance to Budget
<b>54 - WATER IMPROVEMENT ACCOUNT</b>						
<b>REVENUES</b>						
54-00-4171	ALLOCATION OF WATER REVENUE	13,537	13,000	4,333	5,218	(885)
54-00-4430.01	WATER CONNECTION - THE SETTLEMENT	5,000	5,000	5,000	10,000	(5,000)
54-00-4430.02	WATER CONNECTION - SQUIRE'S CROSSING	22,500	15,000	15,000	2,500	12,500
54-00-4430.03	WATER CONNECTION - HERITAGE HILLS	2,500	-	-	7,500	(7,500)
54-00-4650.01	IMPACT FEES - THE SETTLEMENT	7,258	7,498	7,498	14,744	(7,245)
54-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	29,912	20,245	20,245	3,374	16,871
54-00-4650.03	IMPACT FEES - HERITAGE HILLS	3,665	-	-	11,248	(11,248)
54-00-4800	INTEREST INCOME	4,039	3,000	1,250	1	1,249
54-00-4880	RIVERBOAT GRANT FUNDS	-	-	-	-	-
54-00-4994	TRANSFER FROM UTILITY TAX FUND	12,237	12,426	12,241	-	12,241
<b>** TOTAL REVENUE</b>		<b>100,648</b>	<b>76,169</b>	<b>65,568</b>	<b>54,585</b>	<b>10,983</b>
<b>EXPENDITURES</b>						
54-00-5320	ENGINEERING SERVICES	4,250	25,000	-	-	-
54-00-5330	LEGAL EXPENSE	-	-	-	44	(44)
54-00-5600	WATER IMPROVEMENT REPAIRS & MAINTENANCE	-	57,135	57,135	-	57,135
54-00-5900	OTHER EXPENSE	-	-	-	107	(107)
54-00-8205	WATERMAIN LOAN PAYMENT - PRINCIPAL	11,531	12,056	12,056	-	12,056
54-00-8207	WATERMAIN LOAN PAYMENT - INTEREST	580	370	185	185	(0)
<b>** TOTAL EXPENDITURES</b>		<b>16,361</b>	<b>94,561</b>	<b>69,376</b>	<b>336</b>	<b>69,040</b>
<b>WATER IMPROVEMENT NET INCOME/LOSS</b>		<b>84,287</b>	<b>(18,392)</b>	<b>(3,808)</b>	<b>54,248</b>	<b>(58,057)</b>
<b>56 - SEWER IMPROVEMENT ACCOUNT</b>						
<b>REVENUES</b>						
56-00-4181	ALLOCATION OF SEWER REVENUE	13,422	13,000	4,333	5,176	(843)
56-00-4420	SEWER TAP	-	-	-	750	(750)
56-00-4420.01	SEWER TAP - SETTLEMENT	1,500	1,500	1,500	3,000	(1,500)
56-00-4420.02	SEWER TAP - SQUIRE'S CROSSING	6,750	4,500	4,500	750	3,750
56-00-4420.03	SEWER TAP - HERITAGE HILLS	750	-	-	2,250	(2,250)
56-00-4650	IMPACT FEES	-	-	-	3,749	(3,749)
56-00-4650.01	IMPACT FEES - THE SETTLEMENT	7,258	7,498	7,498	14,744	(7,245)
56-00-4650.02	IMPACT FEES - SQUIRE'S CROSSING	32,912	22,495	22,495	3,749	18,746
56-00-4650.03	IMPACT FEES - HERITAGE HILLS	3,665	-	-	11,248	(11,248)
56-00-4800	INTEREST INCOME	7,570	7,000	2,917	3	2,913
<b>** TOTAL REVENUE</b>		<b>73,827</b>	<b>55,993</b>	<b>43,243</b>	<b>45,419</b>	<b>(2,175)</b>
<b>EXPENDITURES</b>						
56-00-5600	MAINTENANCE & REPAIR	-	37,817	37,817	-	37,817
<b>** TOTAL EXPENDITURES</b>		<b>-</b>	<b>37,817</b>	<b>37,817</b>	<b>-</b>	<b>37,817</b>
<b>SEWER IMPROVEMENT NET INCOME/LOSS</b>		<b>73,827</b>	<b>18,177</b>	<b>5,427</b>	<b>45,419</b>	<b>(39,992)</b>
<b>70 - SCHOOL LAND CASH FUND</b>						
<b>REVENUES</b>						
70-00-4100.01	SCHOOL CONTRIBUTION - SETTLEMENT	4,400	4,400	4,400	8,800	(4,400)
70-00-4100.02	SCHOOL CONTRIBUTION - SQUIRE'S CROSSING	28,800	19,200	19,200	3,200	16,000
70-00-4100.03	SCHOOL CONTRIBUTION - HERITAGE HILLS	2,200	-	-	6,600	(6,600)
70-00-4100.99	SCHOOL CONTRIBUTIONS RECLASSIFIED	(35,400)	(23,600)	(23,600)	-	(23,600)
<b>** TOTAL REVENUE</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>18,600</b>	<b>(18,600)</b>
<b>EXPENDITURES</b>						
70-00-5930	PAYMENT TO SCHOOLS	-	-	-	21,800	(21,800)
<b>** TOTAL EXPENDITURES</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>21,800</b>	<b>(21,800)</b>
<b>SCHOOL LAND CASH NET INCOME/LOSS</b>		<b>-</b>	<b>-</b>	<b>-</b>	<b>(3,200)</b>	<b>3,200</b>
<b>GRAND TOTALS</b>						
<b>GRAND TOTAL REVENUE</b>		<b>1,766,226</b>	<b>1,621,321</b>	<b>853,630</b>	<b>1,082,291</b>	<b>(228,661)</b>
<b>GRAND TOTAL EXPENSES</b>		<b>1,425,340</b>	<b>1,783,702</b>	<b>932,540</b>	<b>623,312</b>	<b>309,228</b>
<b>GRAND TOTAL NET INCOME / LOSS</b>		<b>340,887</b>	<b>(162,381)</b>	<b>(78,910)</b>	<b>458,979</b>	<b>(537,890)</b>

Estimated Fund Balance  
through September 30, 2020

	<b>Beginning Balance 05/01/20</b>	<b>Revenues FY21</b>	<b>Expenditures FY21</b>	<b>Ending Balance</b>	<b>Est Balance Budget as of 04/30/21</b>	<b>Better/(Worse)</b>
<b>General Fund</b>	\$300,016	\$430,367	\$233,302	\$497,081	\$221,103	275,978
<b>Other Funds:</b>						
Utility Tax Fund	537,148	23,263	38,305	522,106	412,936	109,170
TIF District Fund	169,667	221,204	1,639	389,232	237,977	151,255
Road & Bridge Fund	56,176	55,082	22,070	89,188	37,650	51,538
Motor Fuel Tax Fund	195,075	47,572	140,000	102,647	100,116	2,531
Totals	958,066	347,121	202,014	1,103,173	788,679	314,494
<b>Water &amp; Sewer Funds</b>						
Water & Sewer Operating Fund	485,762	186,200	165,861	506,101	541,714	(35,613)
Water Improvement Fund	285,168	54,585	336	339,417	248,864	90,553
Sewer Improvement Fund	463,666	45,419	-	509,085	468,112	40,973
Totals	1,234,596	286,204	166,197	1,354,603	1,258,690	95,913
<b>Village Totals</b>	<b>\$2,492,678</b>	<b>\$1,063,692</b>	<b>\$601,513</b>	<b>\$2,954,857</b>	<b>\$2,268,472</b>	<b>686,385</b>

Estimated Cash Balances for September 30, 2020

	09/01/20 Balance	Misc	Transfers & Deposits	Manual Checks and Tax Pymts	Payroll	09/30/20 Check Run	Estimated 09/30/20 Balance	
Old Second Checking	231,767.39	(42.00)	197,825.73	(16,402.70)	(22,178.77)	(54,301.58)	336,668.07	0.00%
First Midwest	336,083.26						336,083.26	0.04%
TIF Funds	295,230.45		94,002.32				389,232.77	0.00%
Illinois Funds	1,553,861.48		300,139.95				1,854,001.43	0.99%
First Midwest CD	37,000.00						37,000.00	0.50%
First Midwest LPL	258,523.59	0.20	(258,523.79)				0.00	0.01%
	2,712,466.17	(41.80)	333,444.21	(16,402.70)	(22,178.77)	(54,301.58)	2,952,985.53	

Village of Maple Park  
Water & Sewer Departments  
As of August 31, 2020

Water Pumped to Billed Statistics

Months	Gallons Pumped	Gallons Billed	% Pumped to Billed	Target* % Pump to Billed	% Variance
July / August 2020 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up	6,145.30 (4.82) (262.90) (15.20) (13.10) 5,849.28	5,213.68	89.13%	90.00%	-0.87%
May / June 2020 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up	5,865.10 (6.17) (264.40) (15.20) (12.70) 5,566.63	5,223.00	93.83%	90.00%	3.83%
March / April 2020 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up -B-Box Break (03/04/20-03/05/20)	5,085.70 (7.66) (227.80) (15.20) (10.90) (5.00) 4,819.14	4,475.75	92.87%	90.00%	2.87%
January / February 2020 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up -Main Break - South (01/06/20) -B-Box Break (01/15/20)	4,907.50 (9.45) (227.90) (15.20) (10.90) (20.00) (10.00) 4,614.05	4,135.25	89.62%	90.00%	-0.38%
November / December 2019 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up -Water Service Leak (11/19/19)	5,049.80 (9.08) (227.70) (15.20) (10.90) (20.00) 4,766.93	4,171.70	87.51%	90.00%	-2.49%
September / October 2019 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up	4,840.80 (10.95) (218.40) (15.20) (10.50) 4,585.75	4,369.00	95.27%	90.00%	5.27%
July / August 2019 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up -Watermain break (07/27/19)	6,202.70 (13.73) (288.50) (15.20) (13.80) (100.00) 5,771.48	5,468.00	94.74%	90.00%	4.74%
May / June 2019 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up -Hydrant Flushing (06/13 & 06/14) -Hydrant Flushing (06/21)	5,569.40 (8.03) (314.60) (15.20) (6.60) (140.00) (35.00) 5,049.98	4,258.50	84.33%	90.00%	-5.67%
March / April 2019 -Civic Center Use -Back Wash Usage -Chlorine Monitor -Brine Make Up	5,006.80 (9.08) (162.50) (15.20) (7.90) 4,812.13	4,099.73	85.20%	90.00%	-4.80%

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



# Village of Maple Park

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Fax: 815-827-4040

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

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 28, 2020

**SUBJECT:** PLEASANT STREET PURCHASE PROPOSAL

### **BACKGROUND**

The world and the Village of Maple Park has been a different place since the invasion of the Coronavirus. The virus has caused us to rethink how we live, work and operate. This rethinking has led the Village to be more flexible in permitting businesses to operate in order to support their survival, for example, closing streets to allow outdoor dining and allowing the pick-up and/or delivery of packaged liquors. It has also led to businesses to become more creative in their business model.

On September 8, 2020, Village President Kathleen Curtis received an e-mail from Mr. Luke Goucher, owner of Lodi Tap House, LLC. The e-mail contained a proposal, which would give Lodi a new opportunity to expand their business operations outdoors and increase their service capacity, to purchase Pleasant Street. In order to have a better picture of what is envisioned in the proposal, President Curtis asked Mr. Goucher to provide a visual draft of that vision. Mr. Goucher has provided a visual draft, which should be made clear is not a final draft of that vision.

The proposal has a number of major advantages; however, it also has numerous major disadvantages. An in-depth analysis of the advantages and disadvantages will take time to research and cost; per the Board's prior direction this is time that should be spent on addressing the finances, including TIF District Funds and revenue receipts in response to COVID-19, and the major infrastructure needs of the Village.

### **RECOMMENDATION**

That the Village Board defer consideration of the proposal until the new Village Board is seated and has several months to work together before it looks at the proposal and then decide whether or not Staff should proceed with analyzing the advantages and disadvantages of the proposal.

#### Attachments

September 08, 2020 E-Mail from Luke Goucher to President Curtis

September 25, 2020 E-Mail from Luke Goucher to President Curtis

Draft Visual Representation of Pleasant Street Purchase Proposal

----- Original Message -----

**From:**

"Luke Goucher" <[luke@loditaphouse.com](mailto:luke@loditaphouse.com)>

**To:**

"Kathy Curtis" <[kcurtis@villageofmaplepark.com](mailto:kcurtis@villageofmaplepark.com)>

**Sent:**

Tue, 8 Sep 2020 08:29:28 -0500

**Subject:**

Pleasant Street

President Kathy Curtis and Esteemed Trustees -

I would like to start by thanking you for your support with the outdoor seating and street closure, it was critical to our operations and helped us keep locals employed.

Sometimes when situations are forced upon us we find new opportunities.

I believe the Lodi patio on one block of Pleasant street has been a success this season; with a couple more months to go.

Given its success and the overwhelmingly warm reception I'd like to make a proposal to the village for consideration.

I'd like to purchase the street for \$500 with b-1 zoning. The reason I offered this number is 1) the street is in rough shape; I will have to do major improvements to get it acceptable for the new use. 2) I understand that I am buying everything above the pavement as you have significant city infrastructure under the pavement which needs to remain in place (it's not a buildable Lot). I also understand that my use may be disrupted in the future should you need to service or repair the infrastructure in the ground. 3) Sale of the street has additional financial benefits to the Village of Maple Park including increased sales tax dollars as well as 100% of proposed new real estate tax bill coming to the village as it sits within the TIF district.

Many communities have implemented similar situations to this prior to COVID.

I assume parking will be your number one concern on this request. I believe I have a plan that can replace most of the lost parking from closure of the street with the redesign incorporating my proposed use. I'd be happy to discuss this plan with you or members of the board, planning committee.

In short I'd propose parking on the north and south ends of the block which would replace most of the spots lost with its closure. I'd like to close the sidewalk to the west and utilize the rear of my property at 231 Main Street for a seasonal bar. This would be a redevelopment of the back of this parcel which currently sits vacant. I would like to widen and retain the sidewalk on the east side allowing for golf cart traffic, walking traffic and access to Soul Loco Coffee Shop.

This project would beautify the downtown and create a uniqueness to Maple Park that may be on the forefront of the post COVID era.

With the road closure I have noticed traffic has slowed down at the crossing at Main and Pleasant and people are obeying that crossing. This crossing has been a problem in the past which our police force has done a good job working to combat. This has also limited the traffic on the rail crossing on Pleasant which has positive effects too. That crossing could remain open with light car traffic and safe access for golf carts.

In short; I see mutual benefits within this proposal. If this is something you would consider my next step would be to engage an architect to create a drawing of the space with elevations.

Cheers -

Luke Goucher

**From:** Luke Goucher <[luke@luditaphouse.com](mailto:luke@luditaphouse.com)>  
**Date:** September 25, 2020 at 1:51:40 PM CDT  
**To:** Kathy Curtis <[kcurtis@villageofmaplepark.com](mailto:kcurtis@villageofmaplepark.com)>  
**Subject:** Fwd: Attached Image

Kathy -

This is VERY elementary.

I am neither an artist or an architect.

I can find additional "Mood Board" inspiring photos to share as I am sure it is still hard to fully see the vision. The photo of the planter box that could create a fence and be moved seasonally with a forklift is from Traverse City. I loved their version of what I am proposing.

Let me know when you want to meet to discuss it further and I can provide you with large color print outs.

Cheers -

Luke







← 309 Main St Maple Park, Illinois



100% Report a problem

© 2020 Google

Camera: 264 m





100%



Camera: 296 m 41°54'27"N 88°35'57"W 263 m



# 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>

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 29, 2020

**SUBJECT: REQUEST FOR CONSIDERATION – AMENDING 11-9-3.A.3.d “ADDITIONAL PARKING REQUIREMENTS”**

### **BACKGROUND**

On February 7, 2019, the Village Board approved Ordinance 2019-02, an Ordinance Amending Title 7, Chapter 4, Section 7-4-3, “Trailer Parking Prohibited” and Title 11, Chapter 9, Section 11-9-3, “Additional Parking Regulations.” The Ordinance defined approved/non-approved parking surfaces and types of trailers, including recreational vehicles, pole, tank and implements of animal husbandry vehicles.

In Title 11, Chapter 9, Section 11-9-3A.3.d, “Parking of recreational vehicles or trailers for the purpose of loading and unloading shall be permitted in the front driveway. Any recreational vehicle or trailer shall not be parked for more than seven (7) consecutive days in a driveway in any zoning district.”

The Village has received a request from Ms. Gena White, via the Village’s website, that the Village should change the above listed section of the ordinance so that the same camper cannot be parked in two (2) separate driveways for a combined total of seven (7) days. The resident feels that what is currently transpiring is that the camper is being moved between the driveways so that the camper move resets the clock and gives the camper 14 days total and that the camper has been there even longer than that.

Village Staff responded to the website request and explained the text amendment process for the Zoning Ordinance. The Plan Commission recently completed all the responsibilities that the Village Board has assigned.

Village Staff has been in contact with the camper owner and is seeking compliance from the owner.

### **RECOMMENDATION**

That the Village Board consider the request and send it to the Plan Commission so the Commission can consider a text amendment to the Zoning Ordinance with the requested change.

#### Attachments

09-17-20 E-Mail from Gena White

Section 7-4-3 Trailer Parking Prohibited

Section 11-9-3 Additional Parking Regulations



From: Gena White <[REDACTED]>  
Sent: Thursday, September 17, 2020 2:57 PM  
To: [villageclerk@villageofmaplepark.com](mailto:villageclerk@villageofmaplepark.com)  
Subject: Website Inquiry

Date: 2020-09-17  
From: Gena White <[REDACTED]>  
Address:  
[REDACTED]  
Phone:  
Return Call Requested: Yes  
Area of Concern: Other

Concern Details:

I'd like to know how a village resident goes about getting an ordinance for town update?

Action Requested:

We are sick of camper sitting in two driveways on Ashton, when this is not the intent of ordinance, especially when it is a [REDACTED].... the camper has been in driveway for well over 7 days. We'd like to not see the camper sit in two driveways most of next summer.

--

This e-mail was sent from a contact form on Village of Maple Park, Illinois  
(<http://villageofmaplepark.org>)

### **7-4-3: TRAILER PARKING PROHIBITED:**

#### **A. Definitions:**

##### **SURFACE:**

Approved Surface: Approved surfaces include:

1. Concrete - four inches (4") minimum of concrete over a four inch (4") compacted gravel base.
2. Asphalt - two inches (2") minimum over six inch (6") compacted base.
3. Paving bricks, cobblestone, or bricks designed for motor vehicle traffic, installed in accordance with manufacturer's installation instructions for the expected load.

Non-Approved Surface: Non-approved surfaces include: stone, crushed stone, gravel, or any other stone product, tar and chip, mulch or any other such loose material.

With Special Use Permit: When parking surface is over two thousand (2,000) square feet, property owner may use semi-permeable pavers designed for motor vehicle traffic. Property owner must submit manufacturer's installation instructions, as well as drainage plans. Property owner must further obtain a special use permit in accordance with section 11-11-8 of this Code.

TRAILER: For the sake of this chapter is defined as:

Camping Trailer: A trailer, not used commercially, constructed with partial side walls which fold for towing and unfold to provide temporary living quarters for recreational camping or travel use and of a size or weight not requiring an overdimension permit when towed on a highway.

Implement Of Husbandry: Every vehicle designed and adapted exclusively for agricultural, horticultural, or livestock raising operations, including farm wagons, wagon trailers or like vehicles used in connection therewith, or for lifting or carrying an implement of husbandry provided that no farm wagon, wagon trailer or like vehicle having a gross weight of more than thirty six thousand (36,000) pounds, shall be included hereunder.

Pole Vehicle: Every vehicle without motive power designed to be drawn by another vehicle and attached to the towing vehicle by means of a reach or pole, or by being boomed or otherwise secured to the towing vehicle, and ordinarily used for transporting long or irregularly shaped loads such as poles, pipes or structural members capable, generally, of sustaining themselves as beams between the supporting connections.

Recreational Trailer: Every vehicle without motive power in operation, other than a pole trailer, designed for carrying persons or property and for being drawn by a motor vehicle and so constructed that no part of its weight rests upon the towing vehicle.

Recreational Vehicle: Every camping trailer, motor home, mini motor home, travel trailer, truck camper or van camper used primarily for recreational purposes and not used commercially nor owned by a commercial business.

Tank Vehicle: Any commercial motor vehicle that is designed to transport any liquid or gaseous material within a tank or tanks having an individual rated capacity of more than one hundred nineteen (119) gallons and an aggregate rated capacity of one thousand (1,000) gallons or more that is either permanently or temporarily attached to the vehicle or the chassis. A commercial motor vehicle transporting an empty storage container tank, not designed for transportation, with a rated capacity of one thousand (1,000) gallons or more that is temporarily attached to a flatbed trailer is not considered a tank vehicle.

Travel Trailer: A trailer, not used commercially, designed to provide living quarters for recreational, camping or travel use, and of a size or weight not requiring an overdimension permit when towed on a highway. (Ord. 2019-02, 2-5-2019)

B. Parking Prohibited: It shall be unlawful to park any "trailer" as defined above on any public street or parkway in the Village at any time for more than forty eight (48) hours without permission from the Village of Maple Park.

C. Work Trailers: Work trailers that are used during the day and parked at night are also prohibited. These trailers must be parked on an approved surface on the owner's property, not in the street or on the parkway.

### **11-9-3: ADDITIONAL PARKING REGULATIONS:**

#### **A. Use Of Parking Facilities:**

1. Off street parking facilities accessory to residential uses and developed in any residential district in accordance with requirements of this title shall be used solely for the parking of passenger vehicles (vehicles designated as Class B - 8,000 pounds' gross vehicle weight, and vehicles designated as Class D - 8,001 pounds' to 12,000 pounds' gross vehicle weight) according to Illinois vehicle registration, and passenger vehicle/trailer combination with length not to exceed twenty five feet (25'). Such parking facilities shall be used for the parking of permitted vehicles by the occupants of the dwelling structures to which such facilities are accessory or by guests of said occupants.

2. Under no circumstances shall required parking facilities accessory to residential structures be used for the storage of commercial vehicles or for the parking of automobiles belonging to the employees, owners, tenants, visitors or customers of business or manufacturing establishments. (Ord. 2014-13, 7-1-2014)

#### **3. Parking of recreational vehicles and trailers as defined in section 7-4-3 of this Code:**

a. For the purposes of this section, recreational vehicles shall include snowmobiles as defined in 625 Illinois Compiled Statutes 40/1-2.15, boats and other watercraft as defined in 625 Illinois Compiled Statutes 45/1-2 and all-terrain vehicles as defined in 625 Illinois Compiled Statutes 5/1-101.8.

b. No recreational vehicle or trailer shall be parked or stored on property in any zoning district if that recreational vehicle or trailer is not located in a fully enclosed permanent structure, except that any recreational vehicle not located in a fully enclosed structure may be parked in the side or rear of a residential lot provided they are located at least five feet (5') from the property line. (Ord. 2017-09, 8-1-2017)

c. Recreational vehicles and trailers may only be parked or stored upon an approved surface as identified herein.

##### **(1) Terms: "Approved surface" is defined as follows:**

##### **(A) Approved Surface: Approved surfaces include:**

(i) Concrete - four inches (4") minimum of concrete over a four inch (4") compacted gravel base.

(ii) Asphalt - two inches (2") minimum over six inch (6") compacted base.

(iii) Paving bricks, cobblestone, or bricks designed for motor vehicle traffic, installed in accordance with manufacturer's installation instructions for the expected load.

(B) Non-Approved Surfaces: Non-approved surfaces include: stone, crushed stone, gravel, or any other stone product, tar and chip, mulch or any other such loose material.

(2) With Special Use Permit: When parking surface is over two thousand (2,000) square feet, property owner may use semi- permeable pavers designed for motor vehicle traffic. Property owner must submit manufacturer's installation instructions, as well as drainage plans. Property owner must further obtain a special use permit in accordance with section 11-11-8 of this title. (Ord. 2019-02, 2-5-2019)

d. Parking of recreational vehicles or trailers for the purpose of loading and unloading shall be permitted in the front driveway. Any recreational vehicle or trailer shall not be parked for more than seven (7) consecutive days in a driveway in any zoning district.

e. All recreational vehicles and trailers which require proper licensing, must have current registration displayed on the recreational vehicle or trailer.

f. No recreational vehicle or trailer shall be parked on private property in a manner which impairs the safety of pedestrian or vehicular traffic such as by obstructing visibility impairing the safe entry and exit from a vehicle impacting adjacent properties, or threatening the safety of pedestrians or vehicles in the public rights-of-way or on private property.

g. No recreational vehicles or trailers exceeding thirty feet (30') in length may be parked in a driveway and no recreational vehicle or trailer may impede traffic on the sidewalk.

this title. Interior landscaped areas shall be a minimum of one hundred fifty (150) square feet each distributed throughout the parking lot in a design satisfactory to the plan commission. Each area must contain at least fifty percent (50%) live ground cover and at least one tree with a minimum diameter of two inches (2") or shrub cluster as approved by the zoning code official.

I. Schedule Of Parking Requirements: For the following uses, accessory off street parking spaces shall be provided as required hereinafter. Parking spaces required on a per employee basis shall be based on the maximum number of employees on duty on the premises at any one time.

#### SCHEDULE OF PARKING REQUIREMENTS

Use	Number Of Parking Spaces Required
Assembly	1 per 300 gross square feet
Dwelling units	4 per dwelling unit (2 covered and 2 uncovered), more than 10 adjoining dwellings shall require 5 parking spaces per dwelling unit
Hotels/motels	1 per guestroom plus 1 per 500 square feet of common area
Industrial	1 per 500 gross square feet
Medical office	1 per 200 gross square feet
Office	1 per 300 gross square feet
Restaurant	1 per 100 gross square feet
Retail	1 per 200 gross square feet
Schools	1 per 3.5 seats in assembly rooms plus 1 per 500 square feet of common area
Warehouse	1 per 1,000 gross square feet

(Ord. 2014-13, 7-1-2014)





# 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>

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 30, 2020

**SUBJECT:** LAND ACQUISITION FOR THE WASTEWATER TREATMENT FACILITY

### **BACKGROUND**

At the August 25, 2020 Finance Committee Meeting the members discussed acquiring land for a new wastewater treatment facility. The Committee reviewed the following information.

That the Village annexed several large properties in 2006. There are two (2) annexation agreements that talk about the wastewater treatment plant (WWTP.) The first is the McCaleb-MacLands, Inc., Gaylord Lockwood, Kathleen Lockwood and Grand Pointe Homes Annexation Agreement and the second, is the Theodore and Lauryce Weydert, and John Clare, Ltd. Annexation Agreement, see attached. These annexation agreements will expire in July 2026.

The WWTP land donation language is on Page 8 – Article 7 of the Agreement of the McCaleb-McLands, Inc. Agreement. In the Clare Agreement, the language regarding the WWTP can be located on Page 11 – Article 8.3. Please note that both Agreements include a Facilities List that also talks about the land donation. In the McCaleb Agreement is it Exhibit F. In the Clare Agreement is in Exhibit E.

The Wastewater Treatment Facilities General Layout is attached. The layout includes the WWTP and the Public Works Garage and future salt storage facility. The size of the parcel is 3.2 acres. Currently, the acreage needed for the WWTP is located in Parcel A. Parcel A is a 40.08-acre parcel that was purchased for \$3,408,840 in July 2016. The owner of the property is SZMK Naperville, LLC.

Per the Village Engineer, the WWTP is planned to expand to 0.40 MGD from the current 0.25 MGD capacity. This is not a large expansion. With that said, any property purchase should handle at least 1.0 MGD for future planning purposes, not that the plant would ultimately get to that point. If the existing annexed properties never develop, it just delays the need for an expansion to the WWTP. His recommendation is not to downsize any proposed expansion as the proposed 0.40 MGD would allow for approximately 425 additional houses over the existing capacity.

The Finance Committee motioned on a 4 – 0 vote to recommend to the Village Board that a letter be sent to the property owners inquiring if they would be interested in selling the property. Then a larger conversation could be held on these annexation agreements.

Staff has asked the Village Engineer to provide a cost for evaluating the land requirements for the future WWTP site. The evaluation will also include the layout for site improvements, future public works facility and salt storage and a confirmation of WWTP future capacity. The cost for the evaluation will not exceed \$5,000.

The Village Attorney can answer questions the Village Board may have on the annexation agreements and the property under consideration.

**RECOMMENDATION**

That the Village Board approve a motion to send a letter to the property owner inquiring if they would be interested in selling the land that would be used for the future wastewater treatment facility.

Attachments

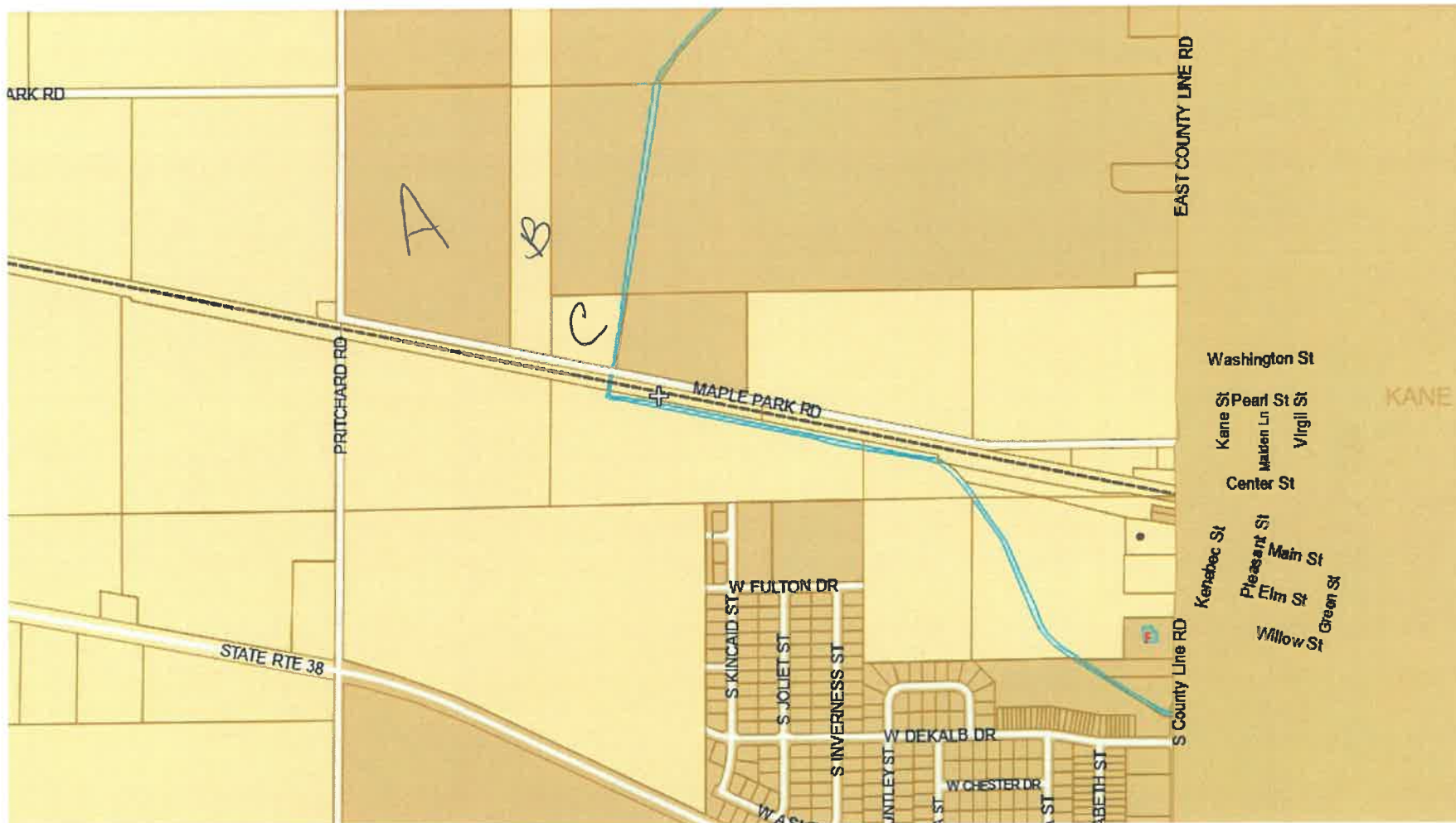
Wastewater Treatment Facilities General Layout Dated 12-18-06

Parcel A Map and Community Online Map Property and Search Site Information

Excerpt from Community Online Map Property and Search Site for Parcel A

The above listed annexation agreements are part of the August 25, 2020 Finance Committee packet.







# COMPASS

Community Online Map Property And Search Site



---

**Address and Owner****Site Address****Mailing Address**

SZMK NAPERVILLE LLC  
24132 ROYAL WORLINGTON DR NAPERVILLE IL

**Current Owner**

SZMK NAPERVILLE LLC

**Parcel Number**

0925300013

---

**Property Description Questions****Acreage**

40.08

**Lot Dimensions****Brief Property Description**

PT W 1/2 NW 1/4 & W 1/2 SW 1/4 LYING N OF RR (EXE 250 FT) SEC 25- TWP 40N - RANGE 5E

---

**Land Use Information****Land Use Description**

0021

**Property Class Description**

0021 Farmland

Initialized map service <http://GISWEB14:80/COMPASSWMPs/MapService.svc>

x

*Double click on any parcel to reload map and see related property information.  
Note: the map will not work with Internet Explorer/Edge. Please use Chrome or Firefox.*

*This site and the information contained therein does not represent a survey product and should be used for informational purposes only.  
Please read the full [disclaimer](#).*

---

**2019 Tax Bill Overview (payable 2020) Questions**

**Total Taxes Billed**

\$2,145.02 (Includes Drainage Tax of: \$80.16)

**Tax Code**CO56 [Details](#)**Tax Rate**

10.022620

**Net Taxable Value (after exemptions)**

\$20,602

**Tax Status**

Taxable

**Drainage District**

VG-CO #16

---

**Tax Bill Payments**[Pay tax bill and view payment details](#)

---

**Your Township Assessor****Township Assessor**Melody Birdsell  
815-756-6423  
[cortlandassessor@yahoo.com](mailto:cortlandassessor@yahoo.com)**2020 Assessment Details (Supervisor of Assessments Equalized) [Questions](#)**

Non-Farm Land/Lot	Non-Farm Building	Farm Land/Lot	Farm Building	Total Assessment	Partial Assessment (Y/N)
\$0	\$0	\$21,823	\$0	\$21,823	N

Please call 815-895-7120 to confirm assessment information.

**[Assessment History](#)**

---

**2020 Exemptions**

Exemption information does not exist for the 2020 tax year for this property.

**[Exemption History](#)**

---

**2018 Property Record**

---

**2018 Dwelling and Detail History**

---

**2018 Features**

---

**Sales information**

Date Of Sale	Gross selling Price	Personal Property	Document Number	Property Type
7/27/2016	\$3,408,840.00	\$0.00	2016006946	FL

Sales may involve more than one parcel. Please contact [The Assessor's Office](#) for more information.

---

**2016 Zoning Information Questions****Zoning Notes****Zoning Details**

Zoning Classification	Special Use (y/n)	Special Use Ordinance	Special Use Case	Notes
INC	N			

If this is a new or retired parcel, the information may not be available for the tax year in question.

---

**Voting Information for Property****County Board District and Members**

11  
Karen Cribben  
Roy Plote

**Precinct**

CO07

**Polling Location**

MAPLE PARK FIRE DEPT.  
305 S. COUNTY LINE RD  
MAPLE PARK IL 60151

DeKalb County Government Information Management Office. Generated: 10/1/2020 **01292937**



2016006946


**WARRANTY DEED**

**Taxes to Grantees:**  
**SZMK Naperville, LLC**  
**24132 Royal Worlington Dr.**  
**Naperville, IL 60564**

**Return Deed to:**  
**Tobin & Ramon**  
**Natalie Hyser**  
**530 S. State St.**  
**Belvidere, IL 61008**

**DOUGLAS J. JOHNSON**  
**RECORDER - DEKALB COUNTY, IL**

**RECORDED: 7/27/2016 09:22 AM**  
**REC FEE: 61.00 RHSPS FEE: 9.00**  
**STATE TAX: 3,409.00**  
**COUNTY TAX: 1,704.50**  
**PAGES: 4**

STATE TAX	STATE OF ILLINOIS	# 0000008369	REAL ESTATE TRANSFER TAX
	 JUL. 27. 16		0340900
	DeKALB COUNTY		FP 326654

① IL TW 7121331 SK  
 THIS INDENTURE, Made this 18<sup>th</sup> day of July, 2016, between **MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**, an Illinois Limited Liability Company, of the City of Evanston, County of Cook, and State of Illinois, Grantor; and **SZMK, NAPERVILLE, LLC, A LIMITED LIABILITY COMPANY**, of City of Naperville, County of DuPage and State of Illinois; Grantees;

**WITNESSETH:** That the Grantor, **MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**, created and existing under and by virtue of the laws of the state of Illinois, and duly authorized to transact business in the State of Illinois, for and in consideration of Ten & 00/100 Dollars, and other good and valuable consideration in hand paid, and pursuant to authority given by the Manager of the limited liability company, **CONVEYS and WARRANTS to SZMK, NAPERVILLE, LLC, A LIMITED LIABILITY COMPANY**, of City of Naperville, County of DuPage and State of Illinois, the following described Real Estate situated in the County of DeKalb, in the State of Illinois, to-wit:

See Exhibit "A" for Legal & all Pin #'s

**SUBJECT TO:** (a) general real estate taxes for the year 2016; (b) roads and highways; (c) right of way for drainage ditches, tiles, feeders, laterals and underground pipes, if any; (d) public utility easements of record on the date thereof; (e) zoning and building laws and ordinances; (f) building, building line and use or occupancy restrictions, conditions and covenants of record, if any; (g) special taxes or assessment for improvements heretofore completed, or, if not heretofore completed, for which the special tax assessment has been confirmed of record taxes for the year 2016 and all subsequent years, and any exceptions contained in a title policy insuring the premises and naming the GRANTOR as insured.



Address of Property: Pt of SW Qtr of Sec 24 & Part of Sec 25, Township 40 North Range 5 East,  
Cortland Township, IL

IN WITNESS WHEREOF, **MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**, has caused these presents to be signed on the date and year set forth above.

**MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**

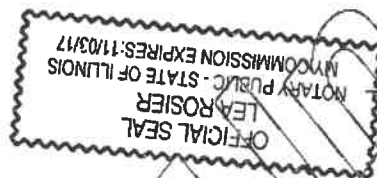
By: \_\_\_\_\_

**PHILIP MCCALEB, President**

STATE OF ILLINOIS       )  
                                      )-SS-  
COUNTY OF DEKALB     )

I, the undersigned, a Notary Public in and for said County, in the State of aforesaid, DO  
HEREBY CERTIFY that **PHILIP MCCALEB**, being the manager of **MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**, personally known to me to be the same person whose name is subscribed to the foregoing instrument, appeared before me this day in person, and acknowledged that he signed, sealed and delivered the said instrument as his free and voluntary act, and the free and voluntary act of **MCCALEB-MACLANDS, INC., AN ILLINOIS CORPORATION**, for the uses and purposes therein set forth, including the release and waiver of the right of homestead.

Given under my hand and seal, this 18 day of July, 2016.



\_\_\_\_\_  
Notary Public



This Instrument Prepared By:  
Peter T. Smith  
Klein, Stoddard, Buck & Lewis LLC  
2045 Aberdeen Court  
Sycamore, IL 60178  
815-748-0380

## **Exhibit "A"**

**For APN/Parcel ID(s): 09-24-300-010-0000, 09-25-100-002-0000, 09-25-100-003-0000, 09-25-200-001-0000, 09-25-100-006-0000 and 09-25-300-013-0000, less 5.5 acres.**

**PARCEL 1:**

**THE SOUTH HALF OF THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 40 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, EXCEPTING THEREFROM ALL THAT PART THEREOF LYING NORTH AND EAST OF THE CENTER LINE OF THE EXISTING DRAINAGE DITCH, AND EXCEPTING THEREFROM THE FOLLOWING: THE EAST 250 FEET, AS MEASURED PERPENDICULAR TO THE EAST LINE THEREOF THE SOUTHWEST QUARTER OF THE SOUTHWEST QUARTER OF SECTION 24, TOWNSHIP 40 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN;**

**ALSO**

**PARCEL 2:**

**THE NORTHWEST QUARTER AND ALSO THE NORTHEAST QUARTER OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, EXCEPTING THEREFROM THE FOLLOWING: THE EAST 250 FEET, AS MEASURED PERPENDICULAR TO THE EAST LINE THEREOF, OF THE WEST HALF OF THE NORTHWEST QUARTER;**

**ALSO**

**PARCEL 3:**

**ALL THAT PART OF THE WEST HALF OF THE SOUTHWEST QUARTER OF SECTION 25, TOWNSHIP 40 NORTH, RANGE 5 EAST OF THE THIRD PRINCIPAL MERIDIAN, LYING NORTH OF THE NORTH LINE OF THE RIGHT OF WAY OF THE CHICAGO AND NORTH WESTERN RAILWAY ALL IN DEKALB COUNTY, ILLINOIS, EXCEPTING THEREFROM THE FOLLOWING: THE EAST 250 FEET, AS MEASURED PERPENDICULAR TO THE EAST LINE THEREOF, OF THE WEST HALF OF THE SOUTHWEST QUARTER LYING NORTH OF THE NORTHERLY LINE OF THE RIGHT OF WAY OF THE CHICAGO AND NORTHWESTERN RAILWAY, ALL IN DEKALB COUNTY, ILLINOIS.**

DOUGLAS J. JOHNSON  
DEKALB COUNTY RECORDER  
PLAT ACT AFFIDAVIT

State of Illinois

} SS

County of DeKalb

McCaleb-MacIands, Inc.

*Philip McCaleb*

, being duly sworn on oath, states that he resides at

*2045 Aberdeen Ct Sycamore*  
~~Pt of SW Qtr of Sec 24 & Part of Sec 25, Township 40 North Range 5 East, Cortland Township, IL~~ *IL 60178*

And further states that: *(please check the appropriate box)*

A. ☒ That the attached deed is not in violation of 765 ILCS 205/1(a), in that the sale or exchange is of an entire tract of land not being a part of a larger tract of land; or

B. ☐ That the attached deed is not in violation of 765 ILCS 205/1(b) for one of the following reasons: *(please circle the appropriate number)*

1. The division or subdivision of land into parcels or tracts of 5 acres or more in size which does not involve any new streets or easements of access;
2. The division of lots or blocks of less than 1 acre in any recorded subdivision which does not involve any new streets or easements of access;
3. The sale or exchange of parcels of land between owners of adjoining and contiguous land;
4. The conveyance is of parcels of land or interests therein for use as right of way for railroads or other public utility facilities and other pipe lines which does not involve any new streets or easements of access;
5. The conveyance of land owned by a railroad or other public utility which does not involve any new streets or easements of access;
6. The conveyance of land for highway or other public purposes or grants or conveyances relating to the dedication of land for public use or instruments relating to the vacation of land impressed with a public use;
7. Conveyances made to correct descriptions in prior conveyances.
8. The sale or exchange of parcels or tracts of land following the division into no more than 2 parts of a particular parcel or tract of land existing on July 17, 1959, and not involving any new streets or easements of access.
9. The sale is of a single lot of less than 5 acres from a larger tract, and a survey has been made by an Illinois Registered Land Surveyor, and the sale is not a sale of any subsequent lot or lots from the same larger tract of land as determined by the dimensions and configuration of the larger tract on October 01, 1973; and further, local requirements applicable to the subdivision of land have been met.

Affiant further states that he makes this affidavit for the purpose of inducing the Recorder of DeKalb County, Illinois, to accept the attached deed for recording.

Signature of Affiant

*Philip McCaleb*

SUBSCRIBED AND SWORN TO BEFORE ME  
THIS *18<sup>th</sup>* DAY OF *July*, 20*18*.

*[Signature]*  
Signature of Notary Public



Revised 04/2001



# 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>

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Police Chief Dean Stiegemeier   
Public Works Director/Building Inspector Lou Larson   
Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 28, 2020

**SUBJECT:** **CONTINUATION OF PHASE IV – STREET CLOSURE SNOW PLOW REMOVAL PLAN – RESOLUTION 2020-22 EXTENDING THE TEMPORARY STREET CLOSURE OF VILLAGE STREETS**

### BACKGROUND

At the June 2, 2020 Village Board Meeting, the Village approved Resolution 2020-09 that temporarily closed Pleasant Street from Main Street to the south side of the railroad tracks and then fencing off Pleasant Street between Main Street and Kennebec Street and the closure of the intersection of Kennebec Street and Kennebec Street between Main Street and Kennebec Street and the fencing off of Kennebec Street from Main Street to Kennebec Street from June 3, 2020 through September 8, 2020. At the September 1, 2020 Village Board Meeting, the Village approved Resolution 2020-20 that extended the temporary closure through 12 Noon on October 12, 2020.

At the September meeting a concern was raised, based on the snow that occurred on October 31, 2019, on how snow removal would be addressed while the streets were closed. It should be noted that HD Rockers, the American Legion and Bootleggers do not have seated areas that require the close of Kennebec Street. Staff considered the possibility of snow and would expect the following:

1. That the business owners, if there is a prolonged drop in temperature or if it were to snow and the snow would remain on the street/ground, that the owners would remove the tents, wait staff stations, stages and decorative amenities and as a result all streets, particularly Pleasant Street would be open again and normal snow removal response would proceed.
2. That if the street/ground was warm, snow was light with no prolonged temperature drop\*, the snow would be able to melt with no response needed.
3. That if the street/ground was warm, snow was greater than 1" with a prolonged temperature drop\*, Staff would proceed to plow the snow, following the purple arrows on the Phase IV Snow Removal Map, and then salt accordingly.
4. That Areas A and B on the Phase IV Snow Removal Map are private property and are plowed by the owners or the owner's contractors and not the responsibility of the Village.

\*Items 2 and 3 reflect a normal response to snow with no change of procedure.

**RECOMMENDATION**

That the Village Board approve Resolution 2020-23 Extending the Temporary Street Closure of Village Streets from 12:00 Noon on October 12, 2020 through 12:00 Noon on November 16, 2020.

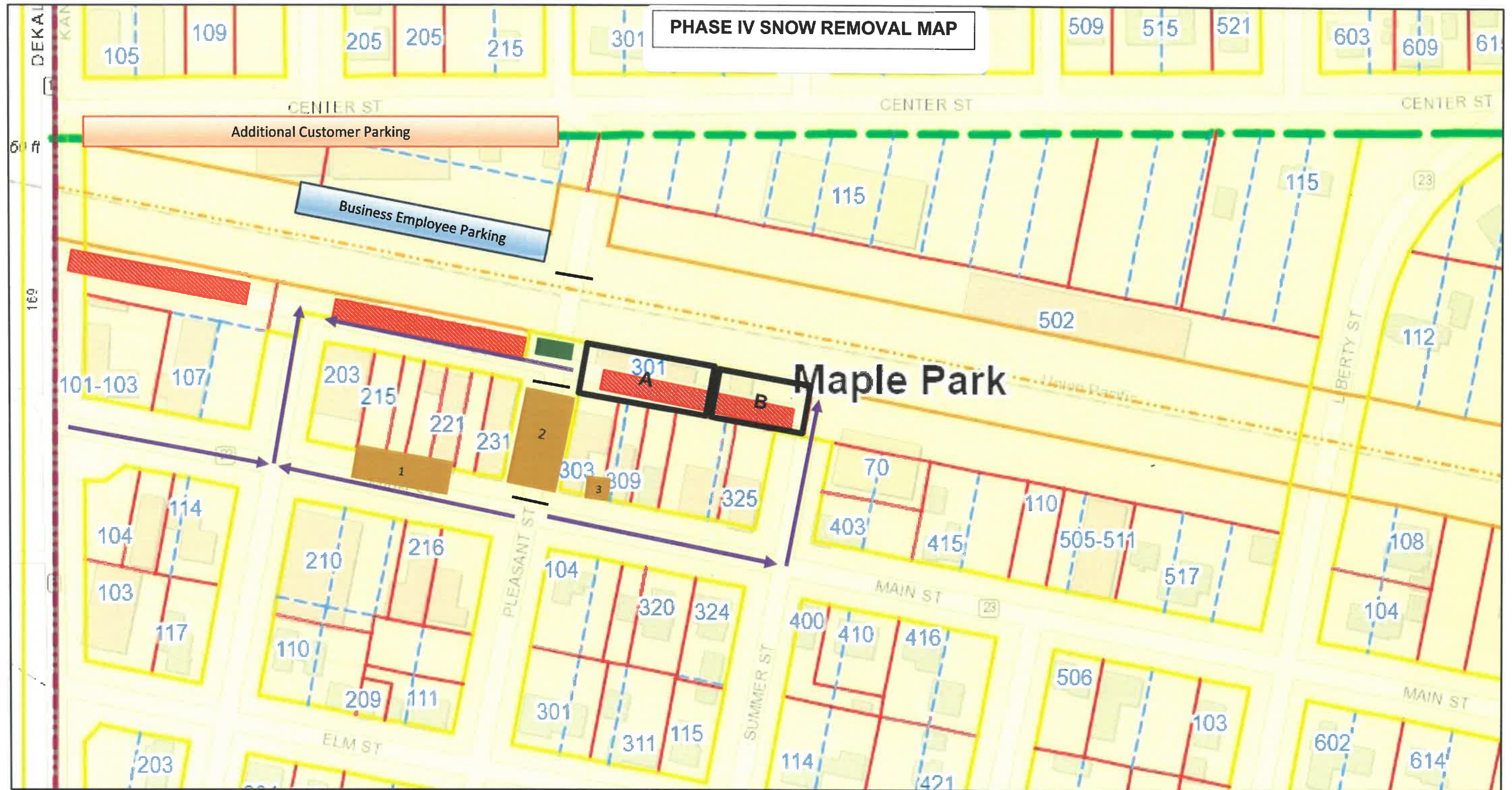
**Attachments**







Phase IV Snow Plow Removal Map

Resolution 2020-23 Extending the Temporary Street Closure of Village Streets



### PHASE IV SNOW REMOVAL MAP



VILLAGE OF MAPLE PARK PHASE IV SNOW PLOW MAP LEGEND	
	Fire Lane
	Business Employee Parking
	Additional Customer Parking
A & B	Properties A & B – Privately Plowed
	Snow Plow Snow Removal Path
1 & 2	Outdoor Dining Space – The Pub, if needed, seven (7) tables of two (2), will not expand out into the street or take up whole sidewalk. Lodi and Soul Loco
3	Outdoor Dining Space – Lodi
	Road Closure Barricades
	Portable Restroom and Hand Sanitizing Stations

# **VILLAGE OF MAPLE PARK, ILLINOIS**

## **RESOLUTION 2020-22**

### **A RESOLUTION EXTENDING THE TEMPORARY CLOSURE OF VILLAGE STREETS**

**WHEREAS**, the Village of Maple Park (Village) is a non-home rule municipality in accordance with the Constitution of the State of Illinois of 1970; and,

**WHEREAS**, the Governor of the State of Illinois on March 9, 2020 has declared a Disaster and on March 26, 2020 the President of the United States has accepted that declaration; and,

**WHEREAS**, on May 5, 2020 the Governor issued the Restore Illinois Plan in order to begin re-opening the State of Illinois, and on May 20, 2020 the Governor further modified the Restore Illinois Plan and moved bars and restaurants into Phase III of the Restore Illinois Plan, but only with outdoor seating, with parties of six (6) or fewer and that tables be spaced six (6) feet apart; and on September 18, 2020 the Governor extended the Disaster Declaration to October 18, 2020; and,

**WHEREAS**, the Village deems it necessary and beneficial to provide the bars and restaurants along Main Street with the greatest opportunity to continue their daily operations, until Phase V of the Restore Illinois Plan is enacted, by closing streets and providing owners with outdoor seating that they might not currently possess; and,

**WHEREAS**, the Board had previously approved Resolution 2020-09 on June 2, 2020 temporarily closing streets from June 3, 2020 to 12:00 Noon on September 8, 2020; and Resolution 2020-20 on September 1, 2020 temporarily closing streets from 12:00 Noon on September 8, 2020 through Noon on October 12, 2020 to accommodate outdoor seating to those owners without outdoor seating available; and,

**WHEREAS**, this Board's action will extend the temporary closure of Pleasant Street from Main Street to the north side of the railroad tracks and then fencing off Pleasant Street between Main Street and Kennebec Street and the closure of the intersection of Kennebec Street and Kennebec Street and Kennebec Street between Main Street and Kennebec Street and the fencing off of Kennebec Street from Main Street to Kennebec Street from 12:01p.m. on October 12, 2020 through Noon on Monday, November 16, 2020; and,



**WHEREAS**, the Village will continue to be responsible for the street closure postings and the owners will continue maintain the fencing, tents and the subcontractor services for garbage, port-a-potty, security, sanitizing station services, etc. they are currently using. Owners will also be responsible for the take-down and removal of all subcontractor services and will complete a detailed policing of the neighborhood the day after the street closure is no longer active in order to ensure all is clean;

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

**SECTION 1.** These street closures shall continue from 12:01 October 12, 2020 and until Noon November 16, 2020.

**SECTION 2.** The bar and restaurant owners will assume responsibility for the teardown of their tents and additional fencing they have erected and for a neighborhood cleanup no later than Noon on Monday, November 16, 2020.

**SECTION 3.** The bar and restaurant owners assume full responsibility for the direction, protection, and regulation of the fenced off areas during the time of closure.

**SECTION 4.** To the fullest extent permitted by law, the owners shall be responsible for all injuries, to persons or property, and shall indemnify and hold harmless the Village of Maple Park, its officers, employees, and agents from any and all claims, lawsuits, actions, costs and fees (including reasonable attorneys' fees and expenses) of every nature or description, arising out of, resulting from, or connected with the exercise of authority granted by the requestor, which is the subject of this resolution. This obligation is binding upon the requestor, regardless of whether or not such claim, damage, loss or expense is caused in part by the act, omission, or negligence of the Village of Maple Park or its officers, employees or agents.

**SECTION 5.** The bar and restaurant owners shall provide a comprehensive general liability policy and an additional named insured endorsement in the amount of \$2,000,000.00 general aggregate, \$1,000,000.00 per person, which has the Village of Maple Park, its officials, employees, and agents as insureds, and which protects them all from claims arising from the requested road closure. A copy of said policy and endorsement shall be provided to the Village of Maple Park before the street will be closed.

**PASSED** by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois at a regular Board meeting held on \_\_\_\_\_, 2020.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

ABSTAIN: \_\_\_\_\_

**ADOPTED** by the Village President on the \_\_\_\_ day of \_\_\_\_\_, 2020.

(SEAL)

\_\_\_\_\_  
Kathleen Curtis, Village President

**ATTEST:**

\_\_\_\_\_  
Theresa D'Amato, Village Clerk



# 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>

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 23, 2020

**SUBJECT:** **RESOLUTION 2020-23 – AUTHORIZING VILLAGE PRESIDENT OR DESIGNEE TO APPROVE AN AGREEMENT WITH FOSTER, BUICK CONKLIN & LUNDGREN, LLC OF SYCAMORE**

### **BACKGROUND**

The Village approved the prior Foster, Buick, Conklin & Lundgren, LLC (Foster & Buick) Agreement for Legal Services on November 6, 2018, per Resolution 2018-19. The Agreement is set to expire on November 1, 2020. Staff has evaluated that the legal services provided to the Village have been of benefit to the Village. The working relationship between the Village and Foster & Buick has been a good one. The Village Board has concurred with this assessment and as a result, Staff asked Foster & Buick to prepare a new two-year agreement whereas, Foster & Buick will continue to represent the Village in its legal matters and to provide legal advisement when needed.

The new term of the new agreement will be from November 1, 2020 – November 1, 2022. There is no increase in the hourly billing rate for Village Attorney or legal assistant/paralegal in the proposed Agreement. The Agreement includes the following:

1. That the Village Attorney, Kevin Buick, attend the monthly Village Board meetings, Special Village Board Meetings and the Plan Commission or Zoning Board of Appeals meetings when requested. The Village to be billed a maximum of one (1) hour per meeting, irrespective of the length of the meeting. The hourly rate for this service is \$175.00; and,
2. That if Foster & Buick performs legal work the non-discounted hourly rate will range from \$195 to \$275 per hour depending on the attorney. This includes serving as the Village's prosecutor for such things as traffic tickets. A legal assistant/paralegal shall be billed at \$100.00 per hour; and,
3. That the Village shall reimburse Foster & Buick for all court costs and process fees and other advanced expenses associated with Village legal services.

In the FY2021 Budget, the Village budgeted a total of \$20,500 for legal services. Legal expenses are divided between the General Fund and Water and Sewer Fund. In the General Fund \$20,000 is in 01-10-5330 Legal Services. In the Water and Sewer Fund, there is \$250 in the Water Division in 52-10-5330 Legal Expense and there is \$250 in the Sewer Division in 52-20-5330 Legal Expense.

From November 1, 2018 – April 30, 2019, the Village paid \$8,750 for legal services and from May 1, 2019 to April 30, 2020, the Village paid \$21,000 for legal services. From May 1, 2020 to present, the Village has paid \$6,825 for legal services.

**RECOMMENDATION**

That the Village Board approve Resolution 2020-23 Authorizing the Village President or Designee to Approve the Agreement with Foster, Buick Conklin & Lundgren, LLC

Attachment

Resolution 2020-23 Authorizing the Village President or Designee to Approve the Agreement with Foster, Buick Conklin & Lundgren, LLC

**RESOLUTION 2020-23**

**A RESOLUTION AUTHORIZING THE VILLAGE PRESIDENT OR  
HER DESIGNEE TO APPROVE AN AGREEMENT WITH FOSTER,  
BUICK, CONKLIN & LUNDGREN, LLC FOR VILLAGE LEGAL  
SERVICES**

**WHEREAS** the Village of Maple Park ("The Village") is a municipality in accordance with the Constitution of the State of Illinois of 1970; and,

**WHEREAS**, Village has determined that it is to its advantage and best interest of the Village to avail itself of the legal services of Foster, Buick, Conklin & Lundgren, LLC in connection with its legal affairs; and,

**WHEREAS**, the Village believes it is in its best interest of the Village to have Foster, Buick, Conklin & Lundgren, LLC continue to perform legal services for the Village; and,

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

**Section 1.** The Village President or a designee is hereby directed to sign the attached agreement with Foster, Buick, Conklin & Lundgren, LLC for legal services.

**Section 2.** This Resolution shall be in full force and effect from and after its passage, approval, and publication in pamphlet form, as provided by law.

**PASSED** by the Board of Trustees of the Village of Maple Park, Kane and DeKalb Counties, Illinois at its regular Board meeting held on \_\_\_\_\_ of \_\_\_\_\_, 2020.

Ayes: \_\_\_\_\_

Nays: \_\_\_\_\_

Absent: \_\_\_\_\_

(SEAL)

\_\_\_\_\_  
Kathleen Curtis, Village President

**ATTEST:**

\_\_\_\_\_  
Theresa D'Amato, Village Clerk

## **AGREEMENT FOR LEGAL SERVICES**

**THIS AGREEMENT**, made this \_\_\_\_ day of \_\_\_\_\_, 2020 between the **VILLAGE OF MAPLE PARK**, 302 Willow Street, P.O. Box 220, Maple Park, Illinois, 60151, (hereinafter referred to as the “VILLAGE”) and **FOSTER, BUICK CONKLIN & LUNDGREN, LLC**, 2040 Aberdeen Court, Sycamore, Illinois, 60178, (herein after referred to as “FOSTER & BUICK” or “the law firm”).

1. The VILLAGE hereby employs FOSTER & BUICK as legal counsel for the VILLAGE, and FOSTER & BUICK hereby accepts employment in said capacity upon the terms and conditions hereinafter set forth.
2. FOSTER & BUICK shall be designated as the Village Attorney and shall be responsible for the oversight and conduct of the Village’s legal affairs. KEVIN E. BUICK will be the attorney primarily responsible for the Village’s legal affairs; however, other attorneys in the firm will, on occasion, work on the Village’s matters. The law firm shall serve as the advisor to the Village President, Village Board of Trustees (“Village Board”), and the various Boards and Commissions of the Village, as requested. The law firm shall be responsible for attending regularly scheduled board meetings, special Board meetings, and Planning Commission or Zoning Board of Appeals meetings upon request. The duties of the law firm shall include: drafting and reviewing various legal documents, including preparation of resolutions, ordinance, and regulations as directed by the Village President and the Village Board; preparation of routine reports to the Village regarding the status of Village matters; legal research and review of correspondence generated or received by the Village; representation of the Village in litigation matters, including lawsuits brought against or initiated by the Village; representation of the Village in connection with labor matters, and such other matters as may be assigned by the Village President and the Village Board. The law firm shall also be responsible for the coordination of all Village legal services, including the hiring and supervision of outside counsel and legal support personnel, when necessary. It is understood that “necessary” includes the situations where the law firm may have a conflict of interest. Outside counsel will be responsible for such duties as the Village President and the law firm may delegate to them with respect to those matters assigned.
3. The term of this Agreement shall begin on **November 1, 2020**, and shall expire on **November 1, 2022**. This Agreement may be terminated by either party upon 30 days notice to the other.
4. For services rendered by FOSTER & BUICK as identified above the VILLAGE shall pay an hourly rate of \$175.00 per hour. Attendance at scheduled monthly Village Board meetings shall be billed at a maximum time of one (1) hour per meeting, irrespective of the length of the meeting, unless otherwise agreed between the parties. Invoices will be prepared and sent to the VILLAGE on a monthly basis and will be due and payable within 30 days.
5. Should the VILLAGE engage FOSTER & BUICK for the purpose of performing legal work for which it expects to be reimbursed by outside parties or entities, the law firm shall be entitle to bill at its prevailing standard hourly rates instead of the hourly rate fixed in Paragraph 4 of this Agreement. It is mutually agreed and understood that these non-discounted hourly rates currently range from \$195 - \$275 per hour, depending

upon the attorney. Any legal assistant/paralegal time, if applicable, will be billed at \$100.00 per hour.

6. The VILLAGE shall reimburse FOSTER & BUICK for court costs, service of process fees, or other expenses advanced by the law firm on behalf of the VILLAGE, and this reimbursement shall be included on the monthly statements.
7. All records, files, documents, etc., which FOSTER & BUICK may possess in performing their duties as described above, shall be property of the VILLAGE. At the expiration of the tenure of FOSTER & BUICK as the Village Attorney, all such records, files, documents, etc., shall be returned to the VILLAGE, or delivered otherwise as the VILLAGE may direct.
8. This Agreement constitutes the entire agreement between the parties and may be only changed by an agreement in writing signed by the parties.

**IN WITNESS WHEREOF**, the VILLAGE and FOSTER & BUICK have executed this Agreement the day and year first mentioned above.

VILLAGE OF MAPLE PARK

FOSTER, BUICK, CONKLIN &  
LUNDGREN, LLC

By: \_\_\_\_\_  
Village President

By: \_\_\_\_\_  
On behalf of the firm

ATTEST

By: \_\_\_\_\_  
Village Clerk



# 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>

## MEMORANDUM

**TO:** Village President and Board of Trustees

**FROM:** Village Administrator Dawn Wucki-Rossbach 

**DATE:** September 29, 2020

**SUBJECT:** **TEXT AMENDMENT - ORDINANCE AMENDING TITLE 11, “ZONING REGULATIONS,” CHAPTER 1, “TITLE; PURPOSE; DEFINITIONS,” CHAPTER 2, “GENERAL PROVISIONS,” AND CHAPTER 8, “INDUSTRIAL DISTRICTS” OF THE VILLAGE OF MAPLE PARK MUNICIPAL CODE PERTAINING TO ADULT-USE CANNABIS ESTABLISHMENTS**

### **BACKGROUND**

On October 1, 2019 the Village Board passed Resolution 2019-27 to submit an advisory referendum question on whether or not the Village of Maple Park should allow the operation of adult-use cannabis establishments within the Village of Maple Park to DeKalb and Kane Counties. The advisory referendum would be placed on the March 17, 2020 ballot. The March 17, 2020 advisory referendum passed.

Cannabis establishments must comply with the Cannabis Regulation and Tax Act (P.A. 101-0027.) The Village enacted a cannabis tax at their August 4, 2020 Village Board Meeting, when they passed Ordinance 2020-16. The tax will become effective on September 1, 2021.

The Village does not have any medical cannabis establishments in town. The Village also does not have any interested establishments waiting on adult-use cannabis text amendments to pass in order to submit their applications; however, the Village is being proactive by creating text amendments that would allow a retailer the opportunity to submit an application in order to move through the conditional/special use process.

The Plan Commission held a public hearing on September 23, 2020 at 7:00 p.m. The Public Hearing Notice was published in The Daily Chronicle on September 8, 2020. There were no members of the public at the hearing and no public comments were received.

The Plan Commission reviewed and discussed the text amendments. The attached text amendment accomplishes the following:

1. Adds the definitions associated with adult-use cannabis establishments including craft growers, cultivation centers, dispensing organizations, infuser organizations or infuser, processing organization or processor and a transporting organization or transporter, public place and loitering; and,
2. Requires each adult-use cannabis use category to proceed through the Conditional/Special Use process identified in the Village’s Zoning Ordinance per Section 11-11-8., see attached, AUC establishments will be located within 11-8-2 I-1.C. Limited Industrial District; and;



3. Listed below are the setbacks for the types of AUC establishments:

Type of Adult-Cannabis Use	Setback Distance in Feet/Matches Municipal Code 5-10-3 Medical Cannabis (M)					
	Pre-existing public/private nursery, preschool, primary/secondary school, daycare center, daycare home, group daycare home, part day childcare facility or residential care center	Pre-existing Cultivation/ Medical Cannabis Dispensing	Another Dispensary	Residential Zoning	Religious Institutions	Parks
Grower	1,000	NA	NA	1,000	1,000	1,000
Cultivation Center	2,500/M	1,000/M	NA	1,000/M	1,000	1,000
Dispensing	1,000/M	NA	1,500*	1,000	1,000	1,000
Infuser	1,000	NA	NA	1,000	1,000	1,000
Processing	1,000	NA	NA	1,000	1,000	1,000
Transporting	1,000	NA	NA	1,000	1,000	1,000

NA = Not applicable

\*Per the Cannabis Regulation and Tax Act

- Requires the AUC dispensary category to operate between the hours of 6:00 a.m. and 8:00 p.m. This matches Section 5-10-2 Medical Cannabis Cultivation Centers of the Maple Park Municipal Code, see attachments: and,
- Violations of the ordinance are addressed through Section 1-4-1 General Penalty, whereas the violation of the provision shall be punishable by a fine or not more than \$750, each day the violation exists is considered a separate offense.

The proposed ordinance places an adult-use cannabis facilities conditional/special use in the I-1 Limited Industrial District. The Village currently has two (2) locations, A and B, that are zoned I-1, see excerpt of the Zoning Map. In the ordinance, the setbacks, depending on the type of AUC, generates the setback. In order to place this in perspective, Staff has taken Locations A and B and drawing a 250', a 500' and a 1,000' setback circles to illustrate that the current locations, if a perspective AUC were to purchase the property and wish to place their establishments in these locations, the use of these locations would not be possible. If an AUC were looking to locate on other property in the Village, there would be a need to subdivide a property, calculate setbacks to residential property and then request that the property be rezoned I-1. The Plan Commission agreed with the setback requirements.

If an AUC were to locate in Maple Park, parking spaces and traffic flow also need to be evaluated. This will be addressed as part of the Conditional/Special Use review process and is subject to Section 11-9-2 Off Street Parking and Loading Requirements, see attached.

If there were to be a violation, the AUC would be subject to Section 1-4-1 and the General Penalty would apply. The violator shall receive a fine of not more than seven hundred fifty dollars (\$750). Each day a violation persists shall constitute a separate offense, see attached.

The Plan Commission reviewed and discussed permitting an on-site consumption adult-use cannabis establishment; however, when considering the health, safety and welfare of the Village of Maple Park, the Commission removed the on-site consumption facility language from the text amendments. Staff concurs with this recommendation.

Attached is a copy of the Plan Commission's Findings of Fact for the text amendments for amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.

### **RECOMMENDATION**

That the Village Board approve Ordinance 2020-19 amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.

#### Attachments

Certificate of Publication -The Daily Chronicle

Chapter 11-11-8 Special Uses

Chapter 10 Medical Cannabis

Village of Maple Park Zoning Map

Location A and B Maps

Chapter 11-9-2 Off Street Parking and Loading

Section 1-4-1 General Penalty

Plan Commission Findings of Fact dated September 23, 2020

Ordinance 2020-19 Ordinance Amending Title 11

Certificate of the Publisher

Daily Chronicle

Description: CANNABIS HEARING  
1814646

VILLAGE OF MAPLE PARK  
P.O. BOX 220  
MAPLE PARK IL 60151

RECEIVED  
SEP 28 2020  
VILLAGE OF MAPLE PARK

Shaw Media certifies that it is the publisher of the Daily Chronicle. The Daily Chronicle is a secular newspaper, has been continuously published daily for more than fifty (50) weeks prior to the first publication of the attached notice, is published in the City of DeKalb, County of DeKalb, State of Illinois, is of general circulation throughout that county and surrounding area, and is a newspaper as defined by 715 ILCS 5/5.

A notice, a true copy of which is attached, was published 1 time(s) in the Daily Chronicle, namely one time per week for one successive week(s). Publication of the notice was made in the newspaper, dated and published on 09/08/2020

This notice was also placed on a statewide public notice website as required by 5 ILCS 5/2.1.

In witness, Shaw Media has signed this certificate by Laura Shaw, its publisher, at DeKalb, Illinois, on 8th day of September, A.D. 2020

Shaw Media By:



Laura Shaw, Publisher

Account Number 10024917

Amount \$82.46

**PUBLIC NOTICE**  
**LEGAL NOTICE OF PUBLIC**  
**HEARING BEFORE THE**  
**PLAN COMMISSION OF THE**  
**VILLAGE OF MAPLE PARK.**

Notice is hereby given that the Plan Commission of the Village of Maple Park, Illinois will hold a public hearing on Wednesday, September 23, 2020 at 7:00 P.M. in the meeting room at the Maple Park Village Hall located at 302 Willow Street, Maple Park, Illinois.

The purpose of this public hearing is to hear testimony and make a recommendation to the Village Board concerning proposed text amendments to Title 11 entitled "Zoning Regulations" to address adult use cannabis establishments in the Village. Materials detailing the proposed amendments are available for public inspection at the Office of the Village Clerk at 302 Willow Street, Maple Park, Illinois.

The application is open to inspection at the Maple Park Village Hall, 302 Willow Street, Maple Park, Illinois. Persons wishing to appear at such hearing may do so in person or by attorney or other representative. Communications in writing in relation thereto may be filed with the Village Clerk, or at such hearing and will be placed into the public record.

Terri D'Amato, Village  
Clerk  
Village of Maple Park,  
Illinois

(Published in the Daily  
Chronicle September 8,  
2020) 1814646

## **11-11-8: SPECIAL USES:**

### **A. Purpose:**

1. The development and execution of this title is based upon the division of the village of Maple Park into districts, within any one of which the use of land and buildings, and the bulk and location of buildings or structures, as related to the land, are essentially uniform.

2. It is recognized, however, that there are special uses which, because of their unique character, cannot be properly classified in any particular district or districts without consideration, in each case, of the potential impact of those uses upon neighboring lands and upon the public needs for the particular use or particular location.

3. Such special uses fall into two (2) categories:

a. Uses operated by a public agency or publicly regulated utilities, which are uses traditionally associated with a public interest, such as parks, recreation areas, public administration buildings, or the private use of existing public buildings.

(1) It is stressed that public uses are associated with the public interest.

(2) In the case of a request for a special use by a unit of local government, for a public use within its statutory mandate, the review shall not be based on determining the need for the publicly mandated use on the specific site but rather for assessing the impact of the proposed public use upon neighboring lands and upon the village's streets or utilities.

b. Uses entirely private in character, but of such nature that the operation may give rise to unique problems or benefits with respect to their impact upon neighboring property, public facilities, the village as a whole, or the natural environment or resources.

B. Authority: The board of trustees may, after receiving a recommendation from the plan commission in the manner hereinafter set forth, approve, approve with conditions, or deny a special use, pursuant to the procedures set forth herein.

C. Initiation: Requests for special uses may be made by any person, or by an office, department, board, bureau or commission.

D. Processing: A petition or application for a special use permit shall be filed with the zoning code official, and shall include at least the following information:

1. Name, address and telephone number of the applicant.
2. Legal description of the property for which the special use is requested.
3. Description of the existing use of the affected property.
4. The present zoning classification for the affected property.
5. Description of the proposed special use.
6. A dimensional site plan or plat, showing the location of:
  - a. All buildings.
  - b. Parking areas.
  - c. Traffic access and circulation.
  - d. Open spaces and yards.
  - e. Landscaping.
  - f. Refuse and service areas.
  - g. Utilities.

h. Signs.

i. Other information as determined by the plan commission as necessary for determining if the proposed special use meets the intent and requirements of this zoning ordinance.

7. A grading plan, showing existing and proposed contours and proposed routing and storage of stormwater, when new construction or site development is proposed.

8. A written statement that addresses the:

- a. Economic effects on adjoining properties.
- b. Effects of such elements as noise, glare, odor, fumes and vibration on adjoining properties.
- c. General compatibility with adjacent and other properties in the district.
- d. Effects of traffic generated by the proposed use.
- e. Relationship to the comprehensive land use plan.
- f. How the proposed special use fulfills requirements of subsection F, "Standards", of this section.

E. Hearing:

1. The village clerk shall transmit the application for a special use to the plan commission, who shall hold a public hearing at such time and place as shall be established by the commission, after due notice is provided.

2. The hearing shall be conducted, and a record of such proceedings shall be preserved, in such a manner as the commission shall prescribe.

3. Notice requirements for public hearings on amendments are set forth in section 11-11-4 of this chapter.

F. Standards:

1. The plan commission shall not recommend, nor the board of trustees approve, a special use, unless it shall find, based upon the evidence presented in each specific case, that the special use:

a. Will be harmonious with and in accordance with the general objectives of the comprehensive land use plan and/or this title.

b. Will be designed, constructed, operated, and maintained so as to be harmonious and appropriate in appearance with the existing or intended character of the general vicinity and that such use will not alter the essential character of the same area.

c. Will not be hazardous or disturbing to existing or future neighborhood uses.

d. Will be adequately served by essential public facilities and services such as highways, streets, police and fire protection, drainage structures, refuse disposal, water, sewers and schools, or that the persons or agencies responsible for the establishment of the proposed use shall be able to provide adequately any such services.

e. Will not create excessive additional requirements at public cost for public facilities and services, and will not be detrimental to the economic welfare of the village of Maple Park.

f. Will not involve uses, activities, processes, materials, equipment and/or conditions of operation that will be detrimental to any persons, property or the general welfare by reason of excessive production of traffic, noise, smoke, fumes, glare or odors.

g. Will have vehicular approaches to the property which shall be so designed as to not create an undue interference with traffic on surrounding public streets or highways.

h. Will not increase the potential for flood damage to adjacent property, or require additional public expense for flood protection, rescue or relief.

i. Will not result in the destruction, loss or damage of natural, scenic or historic features of major importance to the village of Maple Park.

2. The special use shall, in all respects, conform to the applicable regulations of the district in which it is located, except as such regulations may be modified, in each instance, by the board of trustees, pursuant to the recommendation of the plan commission.

G. Decision:

1. Within forty five (45) days after the close of the hearing on a proposed special use, the plan commission shall prepare a written statement of findings of fact and recommendations and submit this statement to the board of trustees. Said findings of fact shall address how the proposed special use does, or does not, comply with the standards set forth above.

2. The board of trustees may, by ordinance, grant, or grant with modification, a requested special use. If an application is not acted upon by the board of trustees within six (6) months of the date upon which such application is filed, it shall be deemed to have been denied.

3. The plan commission may recommend, and the board of trustees may approve, conditions and restrictions upon the premises benefited by a special use as may be necessary in their opinion to:

- a. Comply with the standards set forth above.
- b. Reduce or minimize injurious effect of such special use on other property in the neighborhood.
- c. Implement the general purpose and intent of this zoning ordinance.

4. No special use shall be granted except by ordinance duly passed and adopted by the board of trustees after public hearing and written recommendation from the plan commission:

a. Without further public hearing, the board of trustees may grant, deny or amend the recommendation for special use.

b. Every special use granted by ordinance of the board of trustees shall be accompanied by findings of fact, and shall refer to any exhibits containing plans and specifications of the proposed special use, which shall remain a part of the permanent records of the plan commission and the building/property record.

c. The findings shall specify the reason or reasons for approving or denying the special use.

d. Any terms of relief granted as part of a special use shall be specifically set forth in the findings and ordinance.

5. A concurring vote of a majority of those members of the plan commission present at the meeting, with a minimum of four (4) concurring votes, shall be required to recommend granting or denying an application for a special use.

6. Changes in restrictions or conditions shall be processed in the manner established by this chapter for special uses.

H. Written Protest:

1. A special use shall not be passed except by a favorable vote of two-thirds ( $\frac{2}{3}$ ) of the members of the board of trustees in the case of a written protest against any proposed special use when said protest is signed and acknowledged by the owners of twenty percent (20%) of the:

- a. Frontage proposed to be altered.
- b. Frontage immediately adjoining or across an alley from the property.
- c. Frontage directly opposite the frontage proposed to be altered.

2. The written protest shall be served by the protester or protesters on the applicant for the proposed special use, and a copy served on the applicant's attorney, if any, by certified mail at the address of such

applicant and attorney shown in the application or petition for the proposed special use. (Ord. 2014-13, 7-1-2014)

## CHAPTER 10

### MEDICAL CANNABIS

#### SECTION:

#### **5-10-1: Rules And Definitions**

#### **5-10-2: Medical Cannabis Cultivation Centers**

#### **5-10-3: Medical Cannabis Dispensing Organizations**

#### **5-10-1: RULES AND DEFINITIONS:**

**CULTIVATION CENTER:** Has the meaning set forth in section 10 of the Illinois compassionate use of medical cannabis pilot program act, 410 Illinois Compiled Statutes 130/10, as may be amended.

**MEDICAL CANNABIS DISPENSING ORGANIZATION:** Has the meaning set forth in section 10 of the Illinois compassionate use of medical cannabis pilot program act, 410 Illinois Compiled Statutes 130/10, as may be amended. (Ord. 2015-01, 3-3-2015)

#### **5-10-2: MEDICAL CANNABIS CULTIVATION CENTERS:**

A. Cultivation centers are subject to all applicable supplemental review standards as provided for in section 11-14-1, "Supplemental Review Standards", of this code.

B. A cultivation center may not be located within two thousand five hundred feet (2,500') of the property line of a preexisting public or private preschool or elementary or secondary school or daycare center, daycare home, group daycare home, part day childcare facility, or area zoned for residential use.

C. A cultivation center may not be located within one thousand feet (1,000') of the property line of a preexisting cultivation center or medical cannabis dispensing organization.

D. In accordance with state statutes and regulations, cultivation centers are prohibited from advertising through any public medium. Therefore, a cultivation center may not install, construct, erect, alter, enlarge, replace, or move any signs other than site relevant incidental signs, building memorial markers, and nameplates.

E. Cultivation centers must be constructed, maintained, and operated in strict compliance with all applicable state statutes and regulations.

F. Cultivation centers are subject to special use provisions and shall only be installed in a property zoned as agriculture as provided in the zoning ordinance of this code. (Ord. 2015-01, 3-3-2015)

#### **5-10-3: MEDICAL CANNABIS DISPENSING ORGANIZATIONS:**

A. Medical cannabis dispensing organizations are subject to all applicable supplemental review standards as provided in section 11-14-1, "Supplemental Review Standards", of this code.

B. A medical cannabis dispensing organization may not be located within one thousand feet (1,000') of the property line of a preexisting public or private preschool or elementary or secondary school or daycare center, daycare home, group daycare home, or part day childcare facility.

C. A medical cannabis dispensing organization may not be located in a house, apartment, or condominium.

D. A medical cannabis dispensing organization may not permit any person to consume cannabis on the property of a medical cannabis dispensing organization.

E. A medical cannabis dispensing organization may not share office space with or refer patients to a physician.



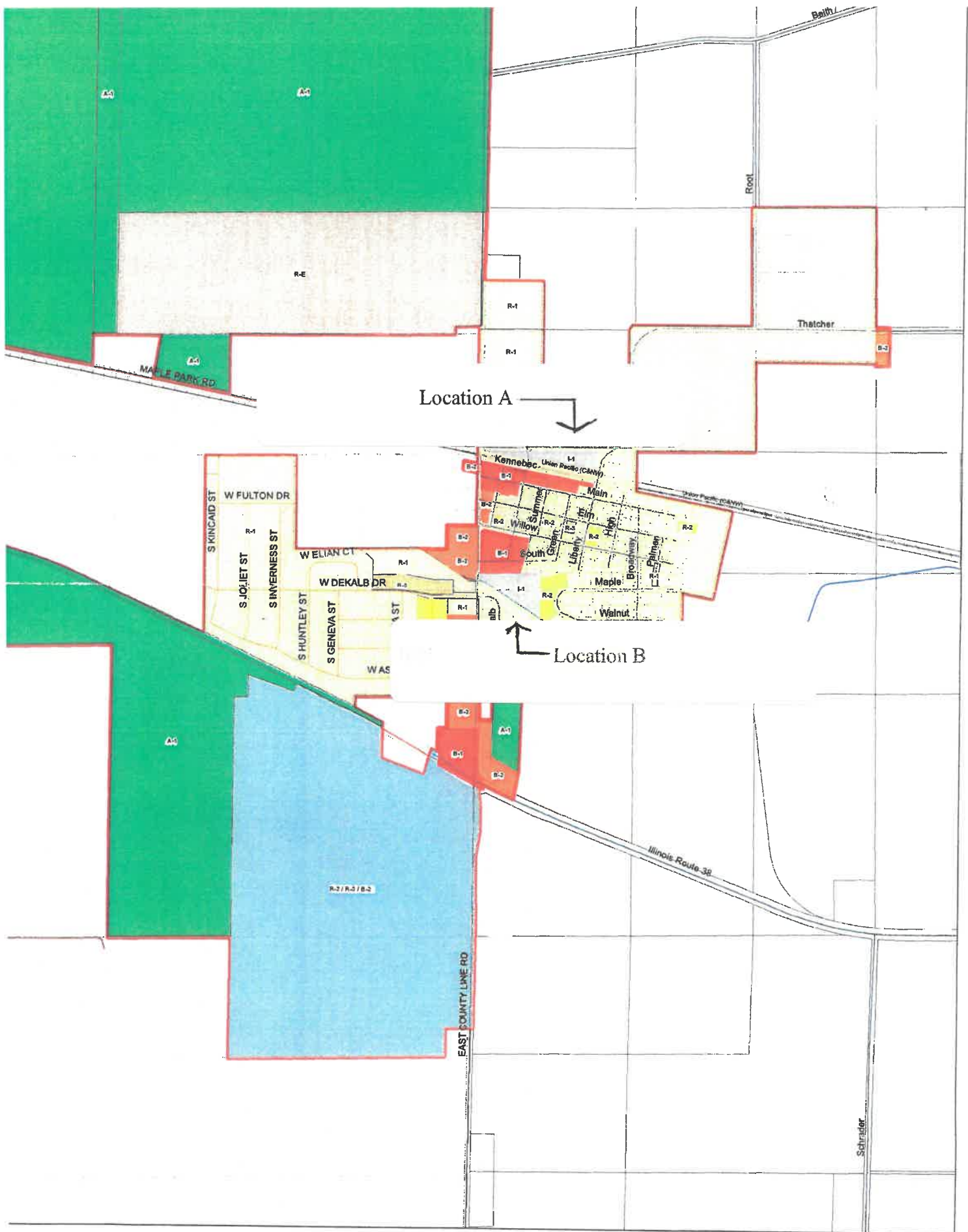
F. No drive-through facility may be constructed or operated in conjunction with any medical cannabis dispensing organization.

G. No medical cannabis dispensing organization may be open for business before six o'clock (6:00) A.M. or after eight o'clock (8:00) P.M. on any day.

H. A sufficient number of parking spaces for the medical cannabis dispensing organization must be provided in compliance with the zoning ordinance within this code. Additionally, the parking provided for a medical cannabis dispensing organization must be reserved for the exclusive use of dispensing organization employees and patrons, and may not be shared with other businesses.

I. Dispensing organizations must be constructed, maintained, and operated in strict compliance with all applicable state statutes and regulations.

J. Dispensing organizations are subject to special use provisions and shall only be installed in a property zoned as industrial as provided in the zoning ordinance of this code. (Ord. 2015-01, 3-3-2015)



# Village of Maple Park, Illinois

## Zoning District Map



### Legend

MAPLE PARK - CORPORATE LIMITS

RAILROAD

Zoning

Press CTRL to enable jumping



Location A  
I-1 Zoning  
~250 Ft setback

Measurement

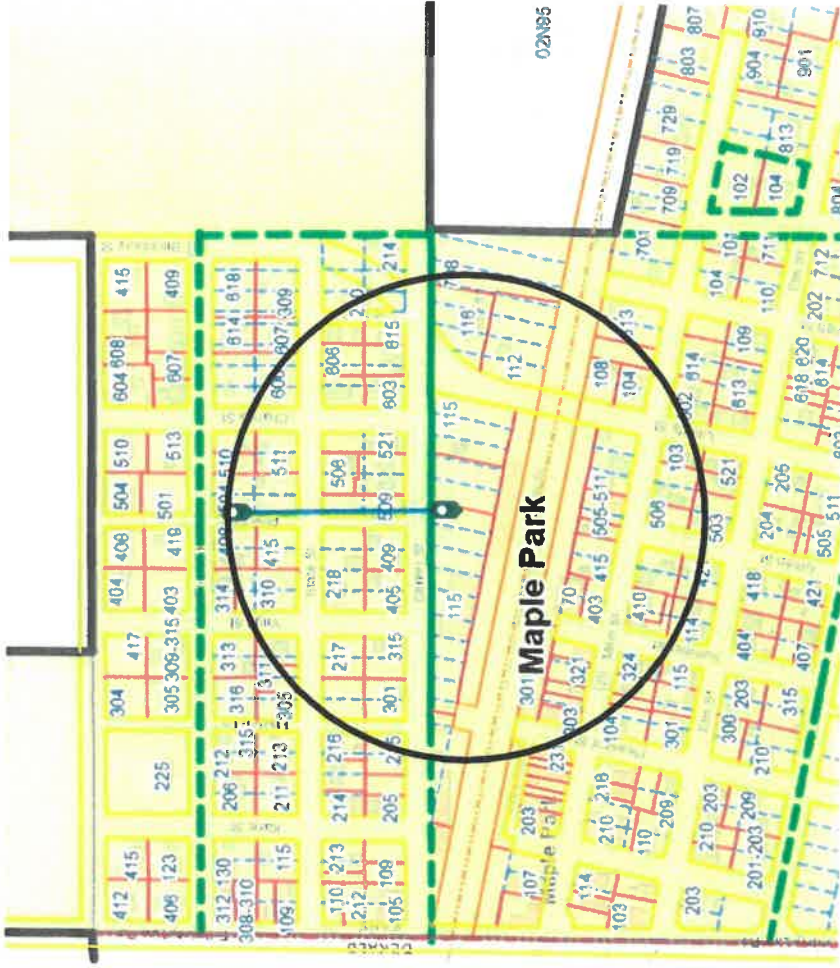
Feet (US)

Measurement Result

500.6 Feet (US)

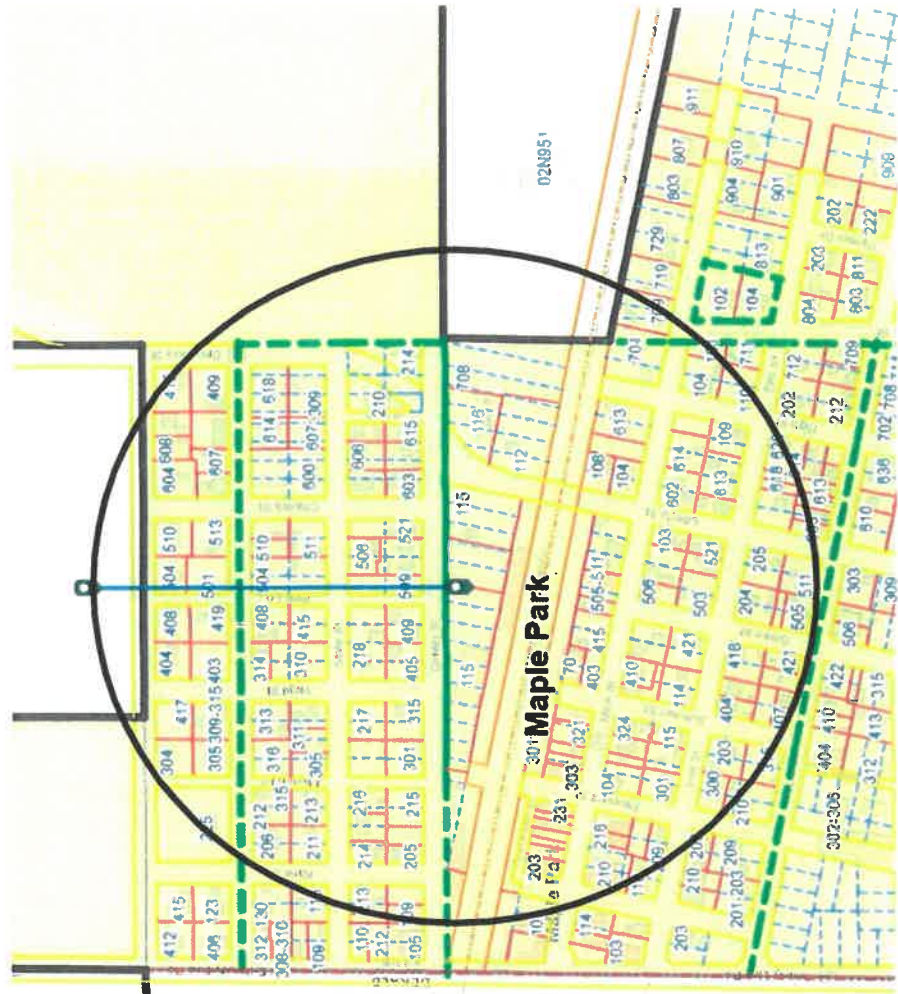
Clear

Press CTRL to enable snapping



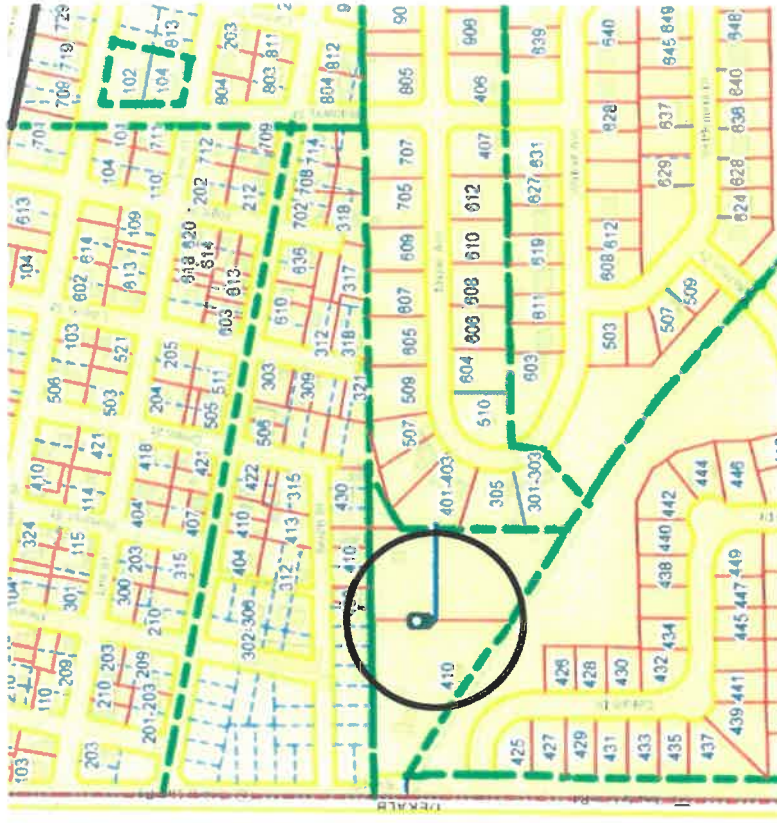
Location A  
I-1 Zoning  
~500 Ft setback



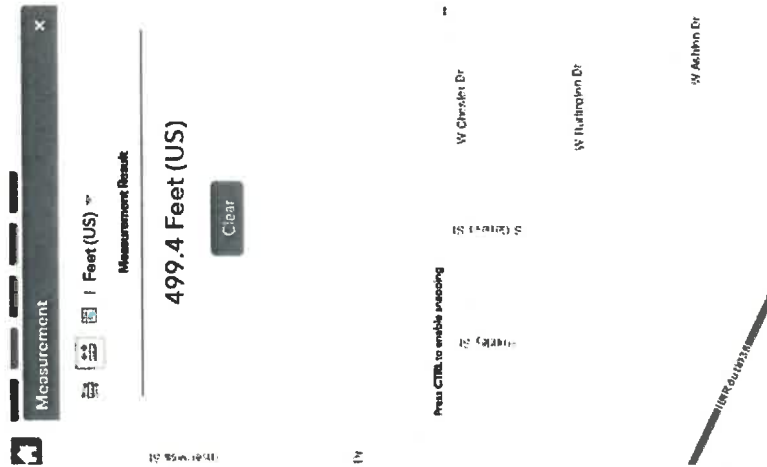


Location A  
I-1 Zoning  
~1,000 Ft setback

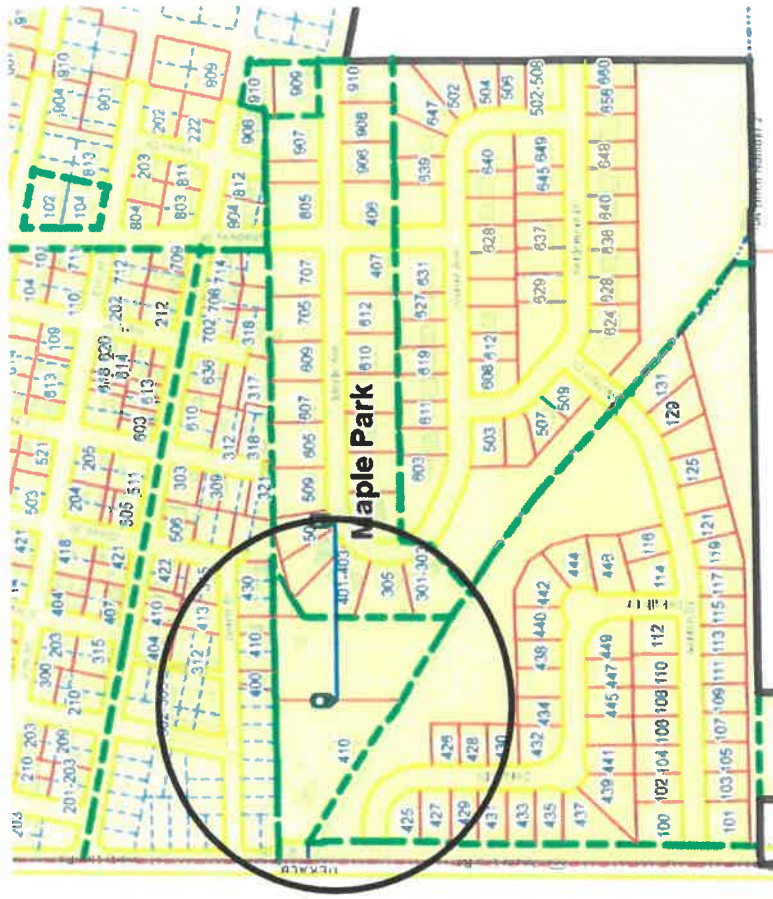
251.2 Feet (US)



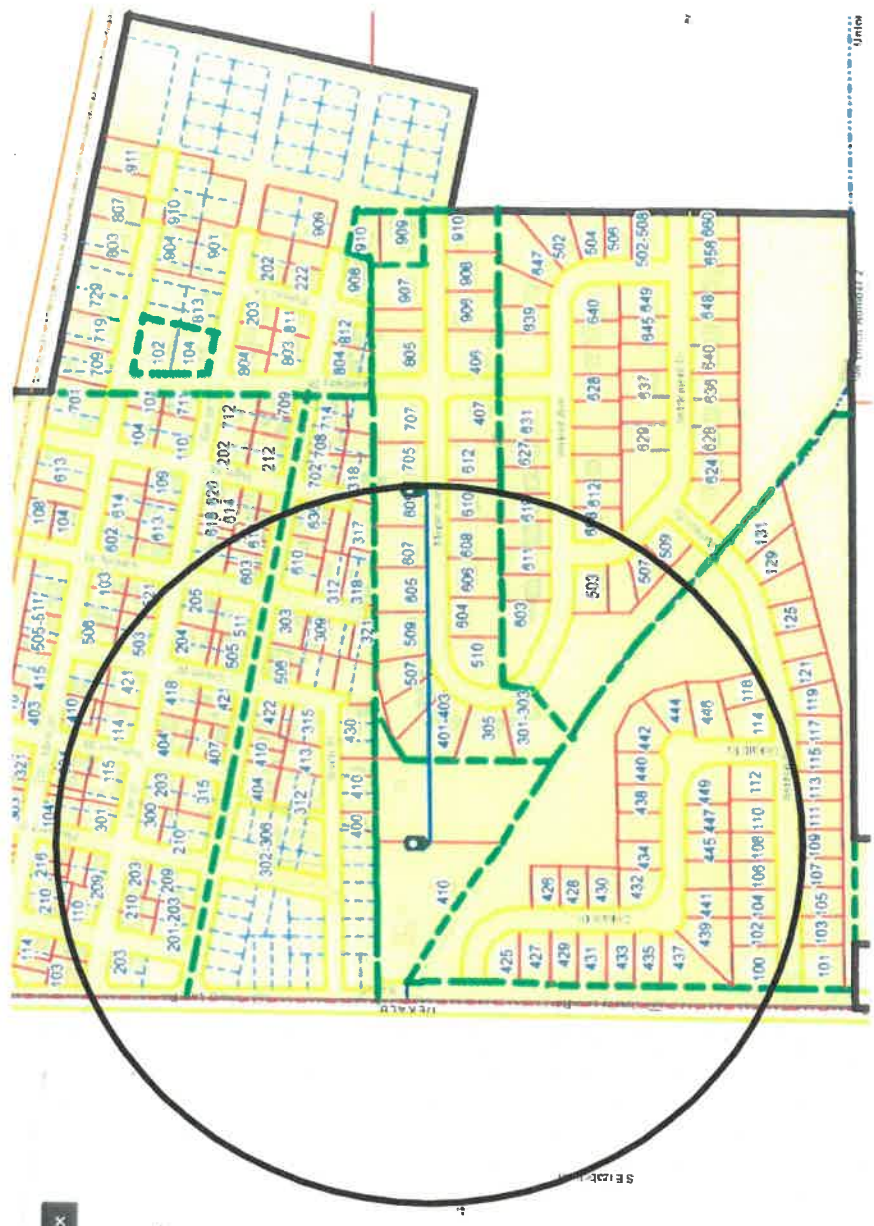
**Location B**  
**I-1 Zoning**  
**~250 Ft setback**



Location B  
I-1 Zoning  
~500 Ft setback







Measurement

996 Feet (US)

Clear

Measurement Result

996 Feet (US)

Location B  
I-1 Zoning  
~1,000 Ft setback



### **11-9-2: OFF STREET PARKING AND LOADING:**

A. Procedure: An application for a building permit for a new or enlarged building, structure or use shall include therewith a plot plan, drawn to scale and fully dimensioned, showing any parking or loading facilities to be provided in compliance with the requirements of these standards.

B. Scope Of Regulations: The off street parking and loading provisions herein shall apply as follows:

1. When the intensity of use of any building, structure, or premises shall be increased through addition of dwelling units, gross floor area, seating capacity (18 inches per seat). However, no owner of a building or structure lawfully established prior to the effective date hereof shall be required to provide such additional parking or loading facilities unless and until the uses established increase the parking requirements existing on the effective date hereof, in which event parking or loading facilities as required herein shall be provided for the total increase.

2. Whenever the existing use of a building or structure shall hereafter be changed to a new use, parking or loading facilities shall be provided for such new use.

C. Existing Parking And Loading Facilities: Accessory off street parking or loading facilities that are located on the same lot as the building or use served, and that were in existence on the effective date hereof or were provided voluntarily after such effective date shall not thereafter be reduced below, or if already less than, shall not further be reduced below the requirements of this title for a similar new building or use.

D. Control Of Off Site Parking Facilities: When required parking facilities are provided on land other than the zoning lot on which the building or use served by such facilities is located, they shall be and shall remain available for the use of the occupant of the zoning lot for as long as the use is maintained on said zoning lot. No such off site parking facilities shall be authorized and no occupancy certificate shall be issued where the plans call for parking facilities other than on the same zoning lot until and unless the Board of Trustees has reviewed the plans and heard the applicant and made findings that the availability of the parking facilities are reasonably certain to continue and that the off street parking facilities will be maintained at all times during the life of the proposed use or buildings on the zoning lot.

E. Handicapped Parking: All uses except single-family dwellings, shall be required to provide off street parking spaces for handicapped persons in accordance with the standards established by the State of Illinois. (Ord. 2014-13, 7-1-2014)

#### **1-4-1: GENERAL PENALTY <sup>1</sup> :**

Whenever in this code or in any ordinance of the village any act is prohibited or is made or declared to be unlawful or a misdemeanor or a violation of this code, or whenever in such code or ordinance the doing of any act is required or the failure to do any act is declared to be unlawful or a misdemeanor or a violation of this code, where no specific penalty is provided therefor, the violation of any such provision of this code or any ordinance shall be punishable by a fine of not more than seven hundred fifty dollars (\$750.00). Each day any violation of any provision of this code or of any ordinance shall continue shall constitute a separate offense. (1982 Code § 1-28; amd. Ord. 1996-01, 1-2-1996)

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#### Notes

<sup>1</sup> 1. 65 ILCS 5/1-2-1 and 5/1-2-1.1.

**BEFORE THE PLAN COMMISSION OF  
THE VILLAGE OF MAPLE PARK, ILLINOIS  
SEPTEMBER 23, 2020**

**FINDINGS OF FACT AND RECOMMENDATION**

This matter came before the Plan Commission of Maple Park, at a Public Hearing on September 23, 2020 at 7:00 p.m., for amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.

On September 23, 2020, the Village Clerk Theresa D'Amato advised the Plan Commission that the Public Hearing for this matter had been properly noticed in The Daily Chronicle, as required by Section 11-11-4.A. of the Maple Park Municipal Code, on September 8, 2020. The Plan Commission had a quorum at the September 23, 2020 meeting.

Chairman Miller asked if there were any comments from the public. There were no public comments received.

Chairman Miller closed the public hearing at 7:05 p.m.

The Plan Commission reviewed the matter at hand at the regular Plan Commission meeting. The Plan Commission agreed that in the best interest of the Village's health and safety that an on-site adult-use cannabis facility should not be permitted in the Village. The Commission removed, from the draft ordinance, the reference to on-site adult-use cannabis and determined that the proposed text amendments amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments were accepted; and, met the following objectives:

1. To encourage the development of buildings and uses on appropriate sites in order to maximize community wide social and economic benefits while accommodating the particular needs of all residents, and to discourage development on inappropriate sites. *That by creating the definitions and requiring adult-use cannabis establishments to proceed through the conditional/special use process in an I-1 Limited Industrial District would encourage proper development of the site and ensure the safety of the Village of Maple Park.*
2. To protect and enhance the character and stability of existing residential, commercial and industrial areas, and to gradually eliminate nonconforming uses and structures. *That the proposed text amendments ensure that the recommended conditional/special use process will protect and enhance the character and stability of the Village of Maple Park.*
3. To conserve and increase the value of taxable property throughout this municipality. *That by adding adult-use cannabis establishment, as a permitted business, the Village will continue to conserve and increase the value of existing property within its boundaries.*

4. To ensure the provisions of adequate light, air and privacy for the occupants of all buildings.  
*That the proposed text amendment will ensure that all adult-use cannabis establishments proceed through the conditional/special use process and comply with all Village Codes, including Title 11, Chapter 14 Outdoor Lighting.*
5. To provide adequate and well-designed parking and loading space for all buildings and uses, and to reduce vehicular congestions on the public streets and highways.  
*That they are required to comply with all sections of the Zoning Ordinance, including Section 11-9-2 Off Street Parking and Loading Requirements.*
6. To provide for efficient administration and fair enforcement of all regulations set forth in the Title 11 Zoning Regulations.  
*That having a detailed list of types of adult-use cannabis establishments and the requirements to proceed through the conditional/special use within I-1 Limited Industrial District will increase Staff's ability to properly and fairly enforce the types of establishment and conditional/special uses permitted in the Village.*
7. To provide for efficient administration and fair enforcement of all regulations set forth herein.  
*That an adult-use cannabis establishment that requests to operate said establishment in the Village will be required to comply with all Village Codes.*
8. To clearly and concisely explain the procedures for obtaining variances, special use permits, amendments, and the like.  
*That an adult-use cannabis establishment must proceed through the condition/special use process before they will be permitted to operate within the Village of Maple Park; and, if an existing annexed property not currently zoned I-1 would be required to request and receive a change in zoning in order to operate in the Village and that the text amendments clearly layout the required procedures.*

Chairman Miller asked the Planning Commission members if they would like to vote on the proposed text amendments: Amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.

Commissioner Sutherland motioned to approve the proposed text amendments, without the on-site adult-use cannabis facility, for: Amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of the Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.; the motion was seconded by Commissioner Catanag. The motion carried by roll call vote.

Attached is proposed Ordinance 2020-21 an Ordinance Amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of The Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments.

Aye: Chuck Miller, Lorenzo Catanag, Kyle Foster and Kimberly Sutherland

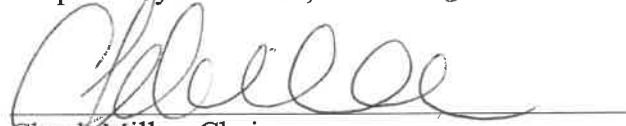
Nay: \_\_\_\_\_

Absent: Hillary Joy, Jeff Ramirez, Robert Rowlett

Recommendation of **APPROVAL** of the proposed zoning ordinance change shall be forwarded to the Village of Maple Park Board of Trustees for approval on Tuesday, October 6, 2020.

Dated: 01 October 2020

Respectfully submitted,



Chuck Miller, Chairman  
Maple Park Planning Commission

**Attachment**

Ordinance 2020-21 Ordinance Amending Title 11, "Zoning Regulations," Chapter 1, "Title; Purpose; Definitions," Chapter 2, "General Provisions," and Chapter 8, "Industrial Districts" of The Village of Maple Park Municipal Code Pertaining to Adult-Use Cannabis Establishments

**VILLAGE OF MAPLE PARK**

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**ORDINANCE NO. 2020-19**

**AN ORDINANCE AMENDING TITLE 11, “ZONING REGULATIONS,” CHAPTER 1, “TITLE; PURPOSE; DEFINITIONS,” CHAPTER 2, “GENERAL PROVISIONS,” AND CHAPTER 8, “INDUSTRIAL DISTRICTS” OF THE VILLAGE OF MAPLE PARK MUNICIPAL CODE PERTAINING TO ADULT-USE CANNABIS ESTABLISHMENTS**

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**ADOPTED BY  
THE BOARD OF TRUSTEES  
OF THE  
VILLAGE OF MAPLE PARK  
KANE AND DEKALB COUNTIES, ILLINOIS**

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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 \_\_\_\_\_, 2020.

## **ORDINANCE NO. 2020-19**

### **AN ORDINANCE AMENDING TITLE 11, “ZONING REGULATIONS,” CHAPTER 1, “TITLE; PURPOSE; DEFINITIONS,” CHAPTER 2, “GENERAL PROVISIONS,” AND CHAPTER 8, “INDUSTRIAL DISTRICTS” OF THE VILLAGE OF MAPLE PARK MUNICIPAL CODE PERTAINING TO ADULT-USE CANNABIS ESTABLISHMENTS**

**WHEREAS**, the Village of Maple Park, Illinois, has enacted Municipal Code Regulations for the purpose of improving and protecting the public health, safety, comfort, convenience and general welfare of the people; and

**WHEREAS**, the State of Illinois enacted the Cannabis Regulation and Tax Act (Act), which pertains to the possession, use, cultivation, transportation and dispensing of adult-use cannabis, which became effective June 25, 2019; and

**WHEREAS**, pursuant to the Act, the Village may enact reasonable zoning ordinances or resolutions not in conflict with the Act, regulating cannabis business establishments, including rules adopted governing the time, place, manner and number of cannabis business establishments, and minimum distance limitations between cannabis business establishments and locations the Village deems sensitive; and

**WHEREAS**, on October 1, 2019, the Village Board initiated an advisory referendum whereby the residents of Maple Park could vote in favor of permitting adult-use cannabis businesses in Maple Park; and if the voters approved, would mean that the Village Board would initiate an amendment to Title 11, Zoning Regulations, to review and consider additional amendments to further regulate adult-use cannabis facilities within the Village of Maple Park; and

**WHEREAS**, the Planning and Zoning Commission conducted a public hearing, as required by law, on September 16, 2020, in regards to the proposed amendments to Title 11, Zoning Regulations, of the Village of Maple Park Municipal Code pertaining to adult-use cannabis; and

**WHEREAS**, the Planning and Zoning Commission recommended approval of the proposed amendments to Title 11, Zoning Regulations, on September 16, 2020.

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

**SECTION 1:** The recitals set forth above are incorporated herein.

**SECTION 2:** Chapter 1, Title, Purpose, Definitions, of Title 11, Zoning Regulations, of the Village of Maple Park Municipal Code is hereby amended by adding the underlined language and deleting the stricken language, as follows:

### 11-1-3: Rules and Definitions

#### B. Definitions:

ADULT-USE CANNABIS BUSINESS ESTABLISHMENT: An adult-use cannabis cultivation center, craft grower, processing organization, infuser organization, dispensing organization or transporting organization.

ADULT-USE CANNABIS CRAFT GROWER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, dry, cure and package cannabis and perform other necessary activities to make cannabis available for sale at a dispensing organization or use at a processing organization, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS CULTIVATION CENTER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to cultivate, process, transport and perform necessary activities to provide cannabis and cannabis-infused products to licensed cannabis business establishments, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS DISPENSING ORGANIZATION: A facility operated by an organization or business that is licensed by the Illinois Department of Financial and Professional Regulation to acquire cannabis from licensed cannabis business establishments for the purpose of selling or dispensing cannabis, cannabis-infused products, cannabis seeds, paraphernalia or related supplies to purchasers or to qualified registered medical cannabis patients and caregivers, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS INFUSER ORGANIZATION OR INFUSER: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to directly incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis-infused product, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS PROCESSING ORGANIZATION OR PROCESSOR: A facility operated by an organization or business that is licensed by the Illinois Department of Agriculture to either extract constituent chemicals or compounds to produce cannabis concentrate or incorporate cannabis or cannabis concentrate into a product formulation to produce a cannabis product, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

ADULT-USE CANNABIS TRANSPORTING ORGANIZATION OR TRANSPORTER: An organization or business that is licensed by the Illinois Department of Agriculture to transport cannabis on behalf of a cannabis business establishment or a community college licensed under the Community College Cannabis Vocational Training Pilot Program, per the Cannabis Regulation and Tax Act, (P.A. 101-0027), as it may be amended from time-to-time, and regulations promulgated thereunder.

LOITERING: The act of remaining in a public place for a period of time without any specific reason.



PUBLIC PLACE: Any place where a person could reasonably be expected to be observed by others, including all parts of buildings owned in whole or in part, or leased, by the state or a unit of local government, but does not include a private residence unless the private residence is used to provide licensed child care, foster care, or other similar social service care on the premises.

**SECTION 3:** Chapter 2, General Provisions, of Title 11, Zoning Regulations, of the Village of Maple Park- Municipal Code is hereby amended by adding the underlined language and deleting the stricken language, as follows:

**11-2-11: ADULT-USE CANNABIS:**

A. Purpose and Applicability: It is the intent and purpose of this Section to provide regulations regarding the cultivation, processing and dispensing of adult-use cannabis occurring within the corporate limits of the Village of Maple Park. Such facilities shall comply with all regulations provided in the Cannabis Regulation and Tax Act (P.A. 101-0027) (Act), as it may be amended from time-to-time, and regulations promulgated thereunder, and the regulations provided below. In the event the Act is amended, the more restrictive of the state or local regulations shall apply.

B. Conditional Use: Adult-Use Cannabis Business Establishment facilities, as defined herein, requiring approval of a conditional use in the respective districts in which they are requested shall be processed in accordance with Section 11-11-8: Special Uses: of this Title and Section 11-2-11-C: Adult-Use Cannabis Facility Components: as provided herein.

C. Adult-Use Cannabis Facility Components: In determining compliance with Section 11-11-8: Special Uses: of this Title, the following components of the Adult-Use Cannabis Facility shall be evaluated based on the entirety of the circumstances affecting the particular property in the context of the existing and intended future use of the properties:

1. Impact of the proposed facility on existing or planned uses located within the vicinity of the subject property.
2. Proposed structure in which the facility will be located, including co-tenancy (if in a multi-tenant building), total square footage, security installations/security plan and building code compliance.
3. Hours of operation and anticipated number of customers/employees.
4. Anticipated parking demand based on Section 11-9-3: and available private parking supply.
5. Anticipated traffic generation in the context of adjacent roadway capacity and access to such roadways.
6. Site design, including access points and internal site circulation.
7. Proposed signage plan.
8. Compliance with all requirements provided in Section 11-2-11-D: Adult-Use Cannabis Craft Grower; Section 11-2-11-E: Adult-Use Cannabis Cultivation Center; Section 11-2-11-F: Adult-Use Cannabis Dispensing Organization); Section 11-2-11-G (Adult-Use Cannabis Infuser Organization; Section 11-2-11-H: Adult-Use Cannabis Processing Organization; or Section 11-2-11-I: Adult-Use Cannabis Transporting Organization, as applicable.
9. Other criteria determined to be necessary to assess compliance with Section 11-11-8: Special Uses of this Title.

D. Adult-Use Cannabis Craft Grower: In those zoning districts in which an Adult-Use Cannabis Craft Grower may be located, the proposed facility must comply with the following:

1. Facility may not be located within one thousand (1,000') feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home, group daycare home, part day childcare facility, residential care center. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
2. Facility may not be located within one thousand (1,000') feet of the property line of a pre-existing property zoned or used for residential purposes, religious institutions and parks.
3. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. The requirements under this subsection shall not be subject to variance.
4. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.
5. For purposes of determining required parking, Adult-Use Cannabis Craft Grower shall comply with Section 11-9-2: Off-Street Parking and Loading, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11- B: Conditional Use herein.
6. Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11- C: as provided herein and all other requirements of the Act.

E. Adult-Use Cannabis Cultivation Center: In those zoning districts in which an Adult-Use Cannabis Cultivation Center may be located, the proposed facility must comply with the following:

1. Facility may not be located within two thousand five hundred feet (2,500') of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home, group daycare home, part day childcare facility, residential care center or area zoned for residential use. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
2. Facility may not be located within one thousand feet (1,000') of the property line of a preexisting cultivation center or medical cannabis dispensing organization, religious institutions and parks.
3. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. The requirements under this subsection shall not be subject to variance.
4. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.
5. For purposes of determining required parking, Adult-Use Cannabis Cultivation Centers shall comply with Section 11-9-2: Off-Street Parking and Loading, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11-B: Conditional Use herein.
6. Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11- C: as provided herein and all other requirements of the Act.

F. Adult-Use Cannabis Dispensing Organization: In those zoning districts in which an Adult-Use Cannabis Dispensing Organization may be located, the proposed facility must comply with the following:

1. Facility may not be located within one thousand (1,000') feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home, group daycare home, part day childcare facility or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
2. Facility may not be located within one thousand (1,000') feet of the property line of a pre-existing property zoned or used for residential purposes, religious institutions and parks.
3. Facility may not be located within one thousand five hundred (1,500') feet of another dispensary.
4. Such distances shall be measured linearly and shall be the shortest distance between the closest points of the property lines of the places. The requirements under this subsection shall not be subject to variance.
5. At least 75% of the floor area of any tenant space occupied by a dispensing organization shall be devoted to the activities of the dispensing organization as authorized by the Act, and no dispensing organization shall also sell food for consumption on the premises other than as authorized in Subsection 5 below in the same tenant space.
6. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.
7. The facility shall comply with the following:
  - A. *Alcohol.* Facility shall not sell, distribute or otherwise allow the use of alcohol on the premises.
  - B. *Sales/distribution.* Facility shall not conduct any sales or distribution of cannabis other than as authorized by the act.
  - C. *Exterior display.* Facility shall not be maintained or operated in a manner that causes, creates or allows the public viewing of cannabis, cannabis infused products, cannabis paraphernalia or similar products from any sidewalk, public or private right-of-way, or any property other than the lot on which the dispensary is located. No portion of the exterior of the dispensary shall utilize or contain any flashing lights, search lights, spot lights, or any similar lighting system.
  - D. *Drug paraphernalia.* Facility shall only display or sell drug paraphernalia in compliance with the Act.
  - E. *Hours of operation.* Facility shall operate only between the hours of 6:00 a.m. and 8:00 p.m.
  - F. *Age and access limitations.* Facility shall not allow any person who is not at least 21 years of age on the premises, nor employ anyone under the age of 21 years.
  - G. *Residential co-location.* No person shall reside in or permit any person to reside in facility or on the property of same.
  - H. *Drive-through services.* Drive-through services shall be prohibited.
  - I. *Home delivery.* Delivery services shall be prohibited.
  - J. *Outdoor seating.* Outdoor seating shall be prohibited.
  - K. *Loitering.* Loitering shall be prohibited at the Facility or on the property of same.
  - L. *Smoking and use of cannabis products.* It shall be unlawful to smoke, inhale, or ingest cannabis products in the waiting room, limited access area, or restricted access area of the facility. A sign, at least 8.5 inches by 11 inches, shall be posted inside the public waiting room, limited access area, and the restricted access area of the dispensary in a conspicuous place and visible to a client and shall include the following language:

“Smoking, eating, drinking, or other forms of consumption of cannabis products is prohibited within this dispensary area.”

8. For purposes of determining required parking, said facilities shall comply with Section 11-9-2: Off-Street Parking and Loading of the Village of Maple Park Municipal Code, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11-B: Conditional Use herein.

9.7 Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11-C: as provided herein and all other requirements of the Act.

G. Adult-Use Cannabis Infuser Organization: In those zoning districts in which an Adult-Use Cannabis Infuser Organization may be located, the proposed facility must comply with the following:

1. Facility may not be located within 1,000 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home, group daycare home, part day childcare facility or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.

2. Facility may not be located in a dwelling unit or within 1,000 feet of the property line of a pre-existing property zoned or used for residential purposes, religious institutions and parks.

3. At least 75% of the floor area of any tenant space occupied by an infusing organization shall be devoted to the activities of the infusing organization as authorized by the Act. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.

4. For purposes of determining required parking, said facilities shall comply with Section 11-9-2: Off-Street Parking and Loading of the Village of Maple Park Municipal Code, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11-B: Conditional Use herein.

5. Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11-C: as provided herein and all other requirements of the Act.

H. Adult-Use Cannabis Processing Organization: In those zoning districts in which an Adult-Use Cannabis Processing Organization may be located, the proposed facility must comply with the following:

1. Facility may not be located within 1,000 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home, group daycare home, part day childcare facility or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.

2. Facility may not be located in a dwelling unit or within 1,000 feet of the property line of a pre-existing property zoned or used for residential purposes, religious institutions and parks.

3. At least 75% of the floor area of any tenant space occupied by a processing organization shall be devoted to the activities of the processing organization as authorized by the Act. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.

4. For purposes of determining required parking, said facilities shall comply with Section 11-9-2: Off-Street Parking and Loading of the Village of Maple Park Municipal Code, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11-B: Conditional Use herein.

5. Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11-C: as provided herein and all other requirements of the Act.

I. Adult-Use Cannabis Transporting Organization: In those zoning districts in which an Adult-Use Transporting Organization may be located, the proposed facility must comply with the following:

1. Facility may not be located within 1,000 feet of the property line of a pre-existing public or private nursery school, preschool, primary or secondary school, daycare center, daycare home or residential care home. Learning centers and vocational/trade centers shall not be classified as a public or private school for purposes of this Section.
2. Facility may not be located in a dwelling unit or within 1,000 feet of the property line of a pre-existing property zoned or used for residential purposes, religious institutions and parks.
3. The transporting organization shall be the sole use of the tenant space in which it is located. Facility may not conduct any sales or distribution of cannabis other than as authorized by the Act.
4. For purposes of determining required parking, said facilities shall comply with Section 11-9-2: Off-Street Parking and Loading of the Village of Maple Park Municipal Code, provided, however, that the Village may require that additional parking be provided as a result of the analysis completed through Section 11-2-11-B: Conditional Use herein.
5. Petitioner shall file an affidavit with the Village affirming compliance with Section 11-2-11-C: as provided herein and all other requirements of the Act.

J. Additional Requirements: Petitioner shall install building enhancements, such as security cameras, lighting or other improvements, as set forth in the conditional use permit, to ensure the safety of employees and customers of the adult-use cannabis business establishments, as well as its environs. Said improvements shall be determined based on the specific characteristics of the floor plan for an Adult-Use Cannabis Business Establishment and the site on which it is located, consistent with the requirements of the Act.

1. Security and video surveillance.
  - A. The adult-use cannabis business establishment shall be an enclosed, locked facility and shall provide and maintain adequate security on the premises, including lighting, video surveillance and alarms reasonably designed to ensure the safety of persons and to protect the premises from theft. The facility shall be enclosed by a minimum eight feet (8') high solid security fence. The fence must be adequately secure to prevent unauthorized entry and include gates tied to an access control system.
  - B. The adult-use cannabis business establishment parking area, cultivation, production, warehousing areas and shipping bays and the entire exterior of facility shall be monitored by video surveillance equipment whose live images can be viewed by facility staff, law enforcement, and continually recorded in a tamper proof format.
  - C. A sign shall be posted in a prominent location at each entrance to the facility which reads: "These premises are under constant video surveillance."
  - D. A sign shall be posted in a conspicuous location at each entrance to the facility that reads: "Persons under 21 years of age not permitted on these premises."
  - E. The Building Inspector shall review the adequacy of lighting, security and video surveillance installations with assistance from the Maple Park Police Chief or designee.
  - F. The loading of product shall occur within secure enclosed shipping bays and shall not be visible from the exterior of the building.
  - G. An adult-use cannabis business establishment shall report all criminal activities to all appropriate law enforcement agencies immediately upon discovery.
2. Exterior signage. Other than the signs as specified in this section, all exterior signage shall comply with the provisions of Title 11, Chapter 10 Signs of this code, further subject to the following:
  - A. Electronic message boards and temporary signs are prohibited.

- B. Signs shall not include any realistic or stylized graphical representation of drug paraphernalia, or cartoonish imagery oriented toward youth.
3. Noxious odors. An adult-use cannabis business establishment shall operate in a manner that prevents odor impacts on neighboring properties and, if necessary, the facility shall be ventilated with a system for odor control approved by the Village Building Inspector.

K. Co-Location of Cannabis Business Establishments: The Village may approve the co-location of an Adult-Use Cannabis Dispensing Organization with an Adult-Use Cannabis Craft Grower Center or an Adult-Use Cannabis Infuser Organization, or both, subject to the provisions of the Act and the Conditional Use criteria within the Village of Maple Park Municipal Code. In a co-location, the floor space requirements of Sections 11-2-11-F-3 and 11-2-11-G-.3 shall not apply, but the co-located establishments shall be the sole use of the tenant space.

**SECTION 5:** Chapter 8, Industrial Districts, of Title 11, Zoning Regulations, of the Village of Maple Park Municipal Code is hereby amended by adding the underlined language and deleting the stricken language, as follows:

#### **11-8-2: I-1 LIMITED INDUSTRIAL DISTRICT**

##### **C. SPECIAL USES:**

Adult-Use Cannabis Craft Grower Organization.

Adult-Use Cannabis Cultivation Center

Adult-Use Cannabis Dispensing Organization.

Adult-Use Cannabis Infuser Organization.

Adult-Use Cannabis Processing Organization.

Adult-Use Cannabis Transporting Organization.

**SECTION 6: Severability.** If any provision of this Ordinance or application thereof to any person or circumstances is ruled unconstitutional or otherwise invalid, such invalidity shall not affect other provisions or applications of this Ordinance that can be given effect without the invalid application or provision, and each invalid provision or invalid application of this Ordinance is severable.

**SECTION 7: Effective Date.** This Ordinance shall be in full force and effect upon its passage and approval as required by law.

**ADOPTED THIS** \_\_\_\_\_ day of \_\_\_\_\_, 2020.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

ABSENT: \_\_\_\_\_

**APPROVED this \_\_\_\_\_ day of \_\_\_\_\_, 2020.**

SEAL

\_\_\_\_\_  
Kathleen Curtis, Village President

ATTEST:

\_\_\_\_\_  
Theresa D’Amato, Village Clerk