

**Village of Hinsdale  
Administration and Community Affairs Committee  
Minutes of Meeting On  
July 11, 2007**

Chairman Orler called the meeting of the Administration and Community Affairs Committee to order in Board Room of the Memorial Building on July 11, 2007 at 7:43 P.M.

**Members Present:** Chairman Vic Orler and Trustees Cindy Williams, Michael Smith and Bob Schultz

**Members Absent:** None

**Staff Present:** David Cook, Village Manager; Doug Cooper, Assistant Village Manager/Director of Administration; Nick Troy, Parks and Recreation; Amy Hicks, MIS Administrator-Communications Coordinator; Tim Scott, Community Development Strategist

**Others Present:** Trustee Jean Follett, Rich Teska, Jerry Cierniak, Chuck Foster, Beverly Aaltmer, James C. Gross, Jerry Mavon, Jim McMahon, Tanya Hart and other interested citizens.

**Approval of Minutes**

Chairman Orler asked if there were any comments on the minutes. None being heard, Trustee Smith motioned for approval of the minutes as presented. Trustee Williams seconded and the motion passed unanimously.

**Treasurer's Report**

Mr. Cooper discussed the treasurer's report for the first month of the 2007/08 Fiscal Year. In particular, base sales tax receipts for the first two months of the fiscal year totaled \$366,776 compared to prior year receipts of \$350,764, an increase of \$15,712 (2.75%). In general, the revenue growth in sales taxes compared to previous year receipts have somewhat leveled off. Various projects proposed by the Economic Development Commission could help to bring the numbers back up. Income tax receipts for the two month period amounted to \$384,500 as compared to previous year's receipts of \$342,012, an increase of \$42,488, or a 12.4% increase. Food and Beverage taxes have brought in \$41,432 for the April and May liability periods. This averages out to \$20,716 per month or an estimated amount of \$248,000 annually.

**Parks and Recreation Report**

Mr. Nick Troy discussed the Fourth of July parade, along with the festival at Hinsdale Middle School. This year festivities included a band, a petting zoo, and a

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new concessions guide. Approximately 1,500 people attended, an increase from last year when only a parade was held. Comments were mostly positive. Mr. Troy also noted that the Village has a new birthday party service at the pool. He gave praise to Ryan Miller, Recreation Programmer, who is coordinating the birthday events. General pool pass sales have exceeded last year's total as well.

Chairman Orlor made mention of the holiday child sitting program coming up this year and noted that it will be discussed further at the next ACA meeting. He introduced Commissioner Diane Griffith from Park and Recreation Commission and thanked her for her attendance. Mr. Troy noted that the 5-year plan review will be discussed at Monday's Park and Recreation Commission meeting to discuss prioritization of park projects.

Trustee Schultz asked how current year pool pass sales compared with sales from two years ago. Mr. Troy stated that he was unaware of those figures at tonight's meeting, but would be getting the information together.

**Communications Report/Channel 6 Update**

Amy Hicks said that hits to the website have been increasing. A sidewalk newsletter has been added to the site as well as other information regarding the Eight Street sidewalk. Also, a site for the End-of-Summer Bash is being worked on.

Trustee Williams requested website postings for Village projects being discussed so that citizens will be informed as to the time and manner of Board discussions. She inquired as to what will be on the sidewalk website. Ms. Hicks stated information would be coming from EPS or staff involved with the project. Trustee Smith asked about Channel 6 broadcasts of various Village meetings. He wondered if it was possible to display what times the next meetings will begin. Ms. Hicks said she would look into it. Trustee Schultz asked if meetings could be put on DVD and be made available at the library. Doug Cooper said it was possible and would discuss this with Library staff. Chairman Orlor asked Ms. Hicks to consider better ways for distribution of meetings and communication of meetings via internet and Channel 6.

**Community Development Strategist Report**

Tim Scott discussed the marketing vendor selection process currently being considered by the Economic Development Commission. There are two finalists and EDC will select a firm by the end of the month. Business licenses have brought in about \$40,000 of revenue. The Washington Street Parking Lot as a shopper's parking lot was discussed. The design phase is done and staff is currently working

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on final plans in order to put the project out to bid. It is hoped that with staff involvement, the cost of the reconstruction will be minimized. The fall promotion program was discussed as well. It is hoped that this program will be launched in September/October. A meeting regarding the Ogden Avenue corridor has been requested, and will be planned soon.

**Approval of a Street Closure Request – Hinsdale Rotary and Wellness House – 5K and 10K Run**

Chief Brad Bloom discussed the Rotary request. The Hinsdale Rotary and Wellness House would like to erect a tent at County Line Rd. between Hill Grove and Walnut St. The race is on a Sunday, but they want to put the tent up the previous Friday. Trustee Williams motioned to recommend approval of the request and Trustee Smith seconded. The motion passed unanimously.

**Approval of A Taste of Vino Special Use Permit – Outdoor Seating**

Trustee Williams recommended Board approval of a Special Use Permit for outdoor seating for A Taste of Vino. Trustee Smith seconded and the motion was approved unanimously.

**Discussion of “Live and Local Flavor” request**

Next, Tanya Hart, owner of A Taste of Vino, gave a presentation regarding the “Live and Local Flavor” event. The event was very successful last year with an average attendance of approximately 300-400 per event. For this year’s event, she was requesting a sponsorship from the Village in the amount of \$4,000 for the entire series of events.

Chairman Orler asked how many merchants would be participating, and Ms. Hart explained that a letter was being sent out this week asking who will participate. There are currently 7 or 8 already committed. Trustee Smith asked if the Village contributed to the Chamber for the Uniquely Thursdays event, and was told the Village contributes \$7,500 for the entire season. Chairman Orler suggested using caution in supporting some business-related events in Hinsdale, and then not supporting others. Trustee Schultz complimented Ms. Hart on her promotion of the Village. However, he cautioned against spending Village money when many of the vendors aren’t from Hinsdale, while still offering Village support in non-financial ways. Ms. Hart emphasized that the solid majority of vendors are Hinsdale-based, and that money received from holding the event is put towards the event itself. Trustee Schultz asked if there was a permit fee for the event. Doug Cooper noted there is a liquor license permit required. Trustee Williams also cautioned against offering sponsorship in the event that other businesses request funds to sponsor

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their events. Trustee Smith noted that while the event was not funded by the Village last year, it was the event's first year, and proved itself to be a successful event. Trustee Smith favors giving \$4,000 and providing police support, and made a motion to approve. After the motion was not seconded, he inquired as to if the Village could sponsor something more specific, such as a band. Ms. Hart asked for services and \$2,000 as a separate option to the full \$4,000. She requested a decision soon from Hinsdale as flyers go to print next week. She also asked for a banner on Ogden Ave. & York Rd., as well as one at Burlington Park. Trustee Williams and Trustee Schultz wanted to know how much the total cost to the Village would be before approving money. Chairman Orler stated that the Village would support the event in some form. Because of the precedent it would be setting, the commission did not want to vote on the issue this evening and instead recommended that this be discussed before the entire Village Board at its next meeting on July 17<sup>th</sup>. Staff was asked to prepare a schedule of "in-kind" services and the dollar value it represents, as well as other charges which were charged to A Taste of Vino. No recommendation was made at this time.

**Discussion of Parking Permit Changes**

Police Chief Bradley Bloom discussed the parking changes which have been implemented at this time. The Washington Lot pay box will be installed on July 12, 2007. He then discussed the current parking permit situation. He pointed out that people have found it difficult to understand the system based on the various types of parking permit lots and hours and other rules which currently exist. It is hoped that the proposed changes will eliminate the confusion of the current system. Chief Bloom then explained all of the proposed permit changes. The changes would also attempt to maximize the efficiencies of all permit spaces. Then the Chief spoke about duplicate parking permits and the need to eliminate the issuance of duplicate permits. He stated that a letter addressing these changes had been sent to all permit holders as well as an email blast from the Chamber of Commerce. Trustee Shultz asked about the ability of permit holders to understand the new system and what measures the police will take as the new system was being learned by permit holders. Chief Bloom stated that based on the much more simplistic color coded system, the learning curve should be limited. Chief Bloom also stated that an additional proposal would be to have the permit system remain in effect on Saturdays to match the meter system regulations which run Monday through Saturday also. The proposed changes, if approved, would become effective on October 1, 2007 and would be on a 90-day trial period.

Jerry Mavon, business owner, is not in favor of these changes because the tenants located in close proximity to the Village Lot would not be able to utilize this lot. Next, a resident commented on her concern that there will not be enough commuter

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parking spaces. Chief Bloom stated that with the new system, commuter parking will be expanded by 37 spaces. She is disappointed in the price increase of commuter parking fees. She inquired as to why merchant fees are not the same as commuter fees. Another resident also inquired as to why Hinsdale residents are being penalized by an increase in commuter parking fees. Chief Bloom pointed out that fees are in line with surrounding communities. Dave Cook noted that merchant fees were not increased, because many of those who use merchant permits make low wages and simply cannot afford a permit as easily as a Hinsdale resident.

A 15-year resident of Hinsdale stated that he was on the wait list for 5 years until he finally obtained a preferred choice permit for Symonds Drive. Now he is being asked to move his parking space to a different location—why will commuters have the choice of only one lot? Chief Bloom responded that by concentrating all Commuters into one lot, this method would help make the permit system more efficient for available parking spaces. Currently, the demand for the Symonds Drive/Waterworks Lot area is low demand for commuter parking—the Village Lot is more high demand. Chairman Orlor stated that this solution actually increases commuter parking spaces. Trustee Smith wanted to know if this change was discussed at the parking task force meetings. Trustee Williams stated that she would like this to be endorsed by the parking task force. Dave Cook stated that every permit holder was mailed a letter explaining the proposed permit plan, as well as notice that it would be discussed at tonight's meeting.

Another resident stated that he has historically been issued a duplicate permit. He asked that the new proposals still allow the issuing of duplicates. Trustee Shultz stated that duplicates allow for more fraudulent use of available parking spots. Kathy Voss, representing the Hinsdale Bank and Trust also spoke regarding duplicate permits. She felt that the use of duplicates would help merchants address the issue of changing employees as well as lost permits. She asked that if these issues can be resolved quickly by the Village, then she would not be objecting to the elimination of the duplicates. Chief Bloom then again discussed the control issues over duplicates and the abuse that occurs. Both Trustees Smith and Williams stated that they would prefer another review of the proposed changes by the Parking Task Force. It was decided that the proposed changes would be brought to the Northtown Task Force for another review. (The Parking Task Force has been incorporated into the Northtown Task Force). Chairman Orlor is also in support of an additional review, but would like to stick to the October deadline. He stressed the necessity of compromise on everybody's behalf to make the new parking system work.

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Trustee Smith stated that he wants clarity on the next agenda for which permit parking is being discussed (Merchant/Commuter). He feels that constant changes to the parking system frustrate the residents and confuse them. Chairman Orler stated that further discussion will occur next Thursday at the Northtown Task Force meeting. It will be then reviewed and voted on at the August 6<sup>th</sup> ACA meeting.

**Banner Requests**

A motion was made by Trustee Williams and seconded by Trustee Schultz to recommend approval of a banner request from the Hinsdale Humane Society for their annual pet walk. The motion was approved unanimously.

**Approval of Use of Robbins Park by St. Isaac Jogues**

A motion was made by Trustee Williams and seconded by Trustee Schultz to recommend approval of a request from St. Isaac Jogues for the use of Robbins Park for their Back to School Picnic. Trustee Williams motioned for approval and Trustee Schultz seconded. The measure passed unanimously.

**Approval of the 2007/08 Annual Appropriations Ordinance**

Chairman Orler introduced the Annual Appropriations Ordinance and asked for a motion to recommend approval of the 2007/08 Annual Appropriations Ordinance for the Village of Hinsdale in the amount of \$36,243,907. Trustee Smith motioned and Trustee Williams seconded. The motion passed unanimously.

**Approval of a Revised Banner Policy**

Chairman Orler stated that revising the banner policy would allow the Village Manager to approve banners requests for the Village's Parks. Any request regarding banners outside of the policy would still come to the Board for approval. This was a recommendation forwarded to the ACA from the Park and Recreation Commission. Trustee Williams motioned and Trustee Schultz seconded. The motion passed unanimously.

**Discussion of Glorious Gardens Project – KLM Lodge Entryway**

Trustee Follett commented on how it may be advantageous for Glorious Gardens to redirect its landscaping fund raising donations from KLM Lodge to the Memorial Building. Trustee Schultz stated that KLM park looks awful and needs to be tended to. Trustee Williams stated that she supports Glorious Gardens for the

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work they've done in the past for the Village, and their Board should be allowed to put their money where they would like, as long as it's within the Village Code.

Dave Cook said that he had met with their Board last month regarding conceptual plans for KLM. Glorious Gardens is anticipating raising \$60,000 for the 2008 fund drive, but the KLM project as currently presented would cost between \$300,000 and \$500,000. Chairman Orler stated that the Beautification Task Force needs to take this into consideration. Trustee Follett stated that her point was that maybe the Village can ask the Glorious Gardens Board if they would be interested in donating the funds towards the Memorial Hall Landscaping project as opposed to the KLM project. Manager Cook stated that Glorious Gardens has raised funds for these types of projects every two years, and if possible, would they consider directing the 2008 donation to Memorial Building Landscaping, and put the 2010 donations program towards the KLM project when the Village is in a better position to budget for the project in 2010. It was decided that staff and Trustee Schultz would address this issue with the Glorious Gardens.

**Discussion of Policy Regarding Standing Committees**

Trustee Smith stated that the committee system should follow *Robert's Rules of Order*, to maintain the system's integrity. He discussed the moving of agenda items which is not allowed under *RRO*. Even though it's good that people who are in attendance and have specific interest in an item can hear that particular one first, it affects the process. There has not been consistency among the Village attorney in regards to how process' can be followed and altered.

Chairman Orler stated that he feels Hinsdale is over-procedured for a town of 18,000 people. Too much structure may take away from what needs to be accomplished. Trustee Schultz agreed with Chairman Orler. However, Trustee Schultz feels public comment should be limited to 4 minutes, and that there should be some control over redundancy in public comments. Chairman Orler recommended that this issue be brought up for consideration at the next Village Board meeting. Trustee Smith referred to *Robert's Rules of Order*, stating that it is the Chairman's responsibility to control the meetings, and cut off speakers who ramble. Trustee Schultz said the 4-minute rule would be more of a guideline, and that by keeping meetings informal, greater flexibility is allowed. Trustee Williams pointed out a 3-minute rule that was administered in the past outraged residents.

A guideline to the procedure for committee meetings was discussed. Trustee Smith cautioned against having guidelines for time limits for public comment, while not issuing guidelines for other areas of committee meetings. He feels that limiting speaking time is something that should be controlled by the Chairman. Chairman

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Orler showed support for having a guideline to limit speaking time, which can be enforced at the beginning of the meeting.

Trustee Smith stated that while this is all fine, the real problem appears to be lack of consistency regarding the rules the Committees follow vs. what the Village Board follows—namely, “Roberts Rules of Order”. He specifically referred to his concerns regarding the rules of tabling an item for continue discussion purposes. After some further discussion, the Committee decided to forward to the Board for discussion a revised Policy on Standing Committees which would address time frames for public comment.

**Adjournment**

Since there was no further business to come before the Committee, Trustee Smith moved to adjourn. Trustee Schultz seconded, and the motion passed unanimously. The meeting of the ACA meeting was declared adjourned at 10:13 p.m.

Respectfully Submitted:

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Douglas E. Cooper  
Assistant Village Manager