

**Village of Hinsdale
Administration and Community Affairs Committee
Minutes of the Meeting On
November 6, 2008**

Chairman Orler called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on November 6, 2008 at 6:35 P.M.

Members Present: Chairman Vic Orler, Trustee Bob Schultz, and Trustee Cindy Williams

Members Absent: Trustee Michael Smith

Staff Present: Dave Cook, Village Manager; Doug Cooper, Director of Finance; Gina Hassett, Director of Parks and Recreation; Tim Scott, Community Development Strategist; Amy Pisciotto, MIS Administrator and Communication Coordinator

Others Present: Finance Commission Members Kevin Kane and Adam Waldo, EDC Commissioner Brad Summers, and Roger Herring of the Hinsdale Rotary.

Approval of Minutes

Chairman Orler stated the minutes from the October 6, 2008 ACA meeting were being presented for approval and asked the Committee if there were any questions or comments. Hearing none from the other Committee Members, Trustee Schultz moved to approve the minutes from October 6, 2008. Trustee Williams seconded. The motion passed unanimously.

Monthly Reports

Treasurer's Report

Doug Cooper, Finance Director, summarized the 5-month financial report ending September 30th. The total sales tax receipts through October 2008 amounted to an increase of over \$24,000, or 1.9% compared to the previous year and which is budgeted for a 0.0% increase. Income tax receipts through October increased by over \$58,000, or a 6.7% increase compared to the previous year. Food and beverage taxes are predicted to be \$256,000 compared to a budgeted amount of \$264,000.

Mr. Cooper discussed building permit revenue for the year of 2008. He stated building permits were down 30%, or \$400,000 from the budgeted amount which is mostly due to the loss of budgeted revenue from the Hinsdale Club and the

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Hampton's of Hinsdale. Building permit revenue for the months of September and October were higher when compared to the previous year.

Mr. Cooper discussed expenditures and noted legal fees are much lower than compared to the previous year. Department fuel costs rose roughly 25%, or \$40,000 but the price of fuel has been dropping each week. The Police Department overtime fund will start to be reimbursed because of programs they conducted during the summer and fall period. Mr. Orler stated at the next ACA meeting will be looking at a detailed summary by account of the Village's fiscal year 2009 operations to date as well as where the numbers will fall at year-end. Discussion took place over budget concerns as well as an update on the fire truck for sale. Ms. Williams questioned if home foreclosures had an effect on the budget. Mr. Cook stated that DuPage County has a very good record of collecting on unpaid taxes, so there were no anticipated issues in this area.

Parks and Recreation Activity Report

Ms. Hassett gave a brief recap on the Hinsdale Fall Festival, which was held in Burlington Park. She gave an update on the Lyons Township bond application and noted any money received would be allocated to KLM Park. She stated the Polar Express Program is on track but due to Metra regulations, the number of spots available dropped from 735 the previous year to only 135 this year. Staff has been working to try and offer an alternative for residents who were unable to secure a spot this season. The murder mystery program, despite marketing efforts, has received zero sign ups. She stated participation in Parks and Recreation programs are down almost 50% compared to last year but this is mostly due to the large drop of participants from the Polar Express Program.

Ms. Hassett discussed the increases in the 2009 pool membership fees. She stated the increase would still be competitive with the surrounding area and should have little effect on membership sign ups. Platform tennis memberships are slightly down but are increasing each week and should be roughly the same as the previous year.

Trustee Orler suggested that this item be moved up on the agenda and discussed at this time. Trustee Orler briefly discussed what the pricing changes would consist of for the 2009 pool season. Trustee Williams motioned to approve the 2009 Hinsdale Community Swimming Pool Fee Schedule. Trustee Schultz seconded. The motion passed unanimously.

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Communications/MIS Coordinator Report

Ms. Pisciotto gave an update on Channel 6 and stated the Village is currently running a trial of Total Info, which is automated software that provides information on weather, sports, stocks, traffic, and a variety of other information. She stated the trial lasts for a month and if the resident feedback is positive the Village may subscribe and continue using the software.

Trustee Orler discussed the scheduling of meetings on Channel 6 and also when they would be available on the website. Ms. Pisciotto stated meetings will be available after three business days and a set schedule of when each meeting will play on Channel 6 is currently available on the Hinsdale website.

Community Development Strategist Report

Mr. Scott gave an update on the new village website and some of the features the site has to offer. He stated the page has a link from the Village's main web site and it officially launched a few weeks ago. He noted work on the website is still ongoing but features will be continually added in the next few months.

Mr. Scott discussed an article in West Suburban Living showcasing Hinsdale retail would be published in the next issue in addition to articles and advertising in local newspapers. He also discussed how the water bill mailing would continue to act as a cheap and efficient way of advertising business in the Village.

Mr. Scott gave an update on holiday events that will take place in the time leading up to Christmas such as the Holiday Walk and other events that the Hinsdale Chamber of Commerce is working on.

Mr. Scott discussed mailers that were sent out to raise awareness for the upcoming referendum regarding sales tax and also the Metra grant for a downtown planning study. He also stated the Hinsdale 20/25 study was recognized and awarded by the Illinois Chapter of the American Planning Situation.

Trustee Orler asked if the Committee had any questions regarding the Hinsdale Chamber of Commerce's request. Trustee Williams motioned to approve a request from the Hinsdale Chamber of Commerce regarding the 2008 Christmas Walk and Holiday Events. Trustee Schultz seconded. The motion passed unanimously.

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Approval of a Resolution determining amounts of money to be raised through Ad Valorem Property Taxes

Mr. Cooper gave a brief background of what this resolution would accomplish. The estimated amount of property taxes to be levied for the 2008 tax levy amounts to \$7,838,918. He stated that based on the increase in the proposed 2008 tax levy from the previous year's extended levy, the Village would be required to hold a public hearing. Mr. Cooper stated that there still remains an unresolved issue regarding the Village contribution to both the Police and Firefighter's Pension Funds. Discussion between staff and the ACA Committee took place regarding details of this resolution. It is expected that over the course of the next month, the issue will be reviewed by the Villager's Finance Commission as well as staff and it will be resolved by the December 9th date of the public hearing.

Trustee Schultz motioned for approval of a Resolution determining amounts of money to be raised through Ad Valorem Property Taxes. Trustee Williams seconded. The motion passed unanimously.

Consideration of Holiday Parking Issues

Mr. Scott stated a few retailers would like to see free shopper parking on Saturdays or another alternative for the holiday season. He also suggested a discount rate during the holidays and other alternatives. Trustee Williams discussed the idea for turning meters off and sponsoring them during the holidays would be a great idea. Trustee Orlor asked staff to prepare a recommendation for the November 18th Board of Trustee Meeting.

Discussion of establishment of a Residential Email listing to supplement the Code Red Calling System.

Trustee Orlor gave a brief overview of the request and stated with increases in technology more resident are relying on email today. The ACA Committee questioned if this master list of emails would be available for a FOIA request. Staff recommended bringing this issue up with the Village attorney and reporting back at the next meeting.

Mr. Cooper gave a step-by-step plan of how the Village would gather the email list. Trustee Orlor requested more information regarding this whole process and if alternatives have been researched or are available. The ACA engaged in general discussion regarding possible changes to the calling system.

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Adjournment

As there was no further business to come before the Committee, Trustee Williams motioned to adjourn. Trustee Schultz seconded. The motion passed unanimously and the meeting was adjourned at 7:32 P.M.

Respectfully Submitted:

Douglas E. Cooper
Director of Finance