

**Village of Hinsdale
Administration & Community Affairs Committee
Minutes of the Meeting on
May 4, 2009**

Chairman Connor called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on May 4th at 7:37 P.M.

Members Present: Chairman Kevin Connor, Trustee Bob Schultz, Trustee Cindy Williams

Members Absent: Trustee Michael Smith

Staff Present: Dave Cook, Village Manager; Tim Scott, Community Development Strategist; Amy Pisciotto, MIS Administrator and Communication Coordinator

Others Present: Village Trustees Elect Doug Geoga and Bob Saigh; Economic Development Committee Members John Karstrand, Jan Anderson, Hinsdale Chamber of Commerce Member; Marc Cella, Hinsdale Burlington LLC

Approval of Minutes

Chairman Connor stated the minutes from the April 6th, 2009 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 April 6th, 2009. Trustee Williams seconded. The motion passed unanimously.

Treasurer's Report

Mr. Cook presented the Treasurer's Report to the ACA Committee and provided information regarding a number of items. Sales tax receipts were down 24.1% for the month of March and 14.5% for April. Income Tax receipts were down 14.9% for the month of March and for April they were down 9% compared to the previous year. Mr. Cook stated that it was likely these numbers would continue to fall in the coming month. The ACA Committee questioned certain investment figures and percentages associated with certain budget items. Mr. Cook stated a number of these figures were fixed coupon items with varying age between three and fifteen years.

Park and Recreation Activity Report

Ms. Hassett provided the ACA Committee with information regarding the Parks and Recreation Activity Report. She stated the Hinsdale Swimming Pool is currently under repair to prepare for the upcoming season and will be ready for the scheduled opening date. She briefed the ACA Committee on pool membership numbers and stated staff is working to secure summer help for upcoming programs that will be starting in the coming weeks. Ms. Hassett gave a brief overview of a marketing opportunity for local business in Hinsdale by providing opportunities to sponsor events and programs the Village will be offering each year. She stated there would be a number of small to larger opportunities that will hopefully provide a chance for each business to participate.

Communications/MIS Report

Ms. Pisciotto asked the ACA Committee if there were any questions or concerns regarding her report. Hearing zero questions or comments Chairman Conner moved on to the next agenda item.

Community Development Strategists Report

Mr. Scott stated the Economic Development Commission is continuing to work on a variety of tools for the Village to Utilize. He discussed the Village website Distinctly Hinsdale is continually being updated each month with new material. He also provided details regarding a sponsorship book that has been mailed out to every business in Hinsdale, which will provide a marketing opportunity to the business and advertisement revenue to the Village. The Village has already received a few phone calls from perspective businesses looking to participate. Mr. Scott also provided information regarding Village banners that will be placed through out the downtown in the both the spring and fall months emphasizing to shopping local and investing in Hinsdale. Business license compliancy is currently at 85% of the goal set of \$50,000. Village Place signage is still in the design process but drawings have almost been finalized and staff is still working on the location and other small details associated with this project. The Rotary Clock is still in the design phase and Village Staff is working on drawings and location that will be presented to the Plan Commission at the next upcoming meeting.

Approval of Westmont Swim Club License Agreement

Ms. Hassett provided details regarding this license agreement. She stated this would be benefit both the communities of Westmont and Hinsdale swim clubs.

Trustee Schultz motioned for the approval of Westmont Swim Club License Agreement. Trustee Williams seconded. The motion passed unanimously.

Approval of Hinsdale Swim Club License Agreement

Ms. Hassett provided details regarding this license agreement. She stated the fees associated with the license would increase by 5% over the next three years. Trustee Schultz motioned for the approval of Hinsdale Swim Club License Agreement. Trustee Williams seconded. The motion passed unanimously.

Approval of the FY 2008-2009 Appropriation Transfer Ordinance

Mr. Cook provided background information on this agenda item. Trustee Schultz motioned for Approval of the FY 2008-2009 Appropriation Transfer Ordinance. Trustee Williams seconded. The motion passed unanimously.

Approval of Fiscal Year 2009-2010 Blanket Purchase Orders in the amount of \$990,010.

Mr. Cook provided background information on this agenda item. Trustee Schultz motioned for approval of fiscal year 2009-2010 Blanket Purchase Orders in the amount of \$990,010. Trustee Williams seconded. The motion passed unanimously.

Approval of an Ordinance Authorizing the Disposal of Personal Property owned by the Village of Hinsdale

Ms Pisciotto provided background information regarding this agenda item and noted a number of non-functioning electronic items such as computers, printers, and a server would be recycled under this ordinance. Trustee Schultz motioned for Approval of an Ordinance Authorizing the Disposal of Personal Property owned by the Village of Hinsdale. Trustee Williams seconded. The motion passed unanimously.

Consideration of a request from the Hinsdale American Legion Post 250 to conduct the Annual Memorial Day Parade with Village services provided

Trustee Schultz motioned for approval of Consideration of a request from the Hinsdale American Legion Post 250 to conduct the Annual Memorial Day Parade with Village services provided. Trustee Williams seconded. The motion passed unanimously.

Approval of an Ordinance Amending Title 3 (Business and License Regulations) of the Village Code of Hinsdale by Adding a New Chapter 15 (“ Raffles”)

Mr. Cook provided details regarding this ordinance and stated the Village became aware they were in need of an ordinance required by the state in order to conduct raffles in Hinsdale. Trustee Williams expressed her concerns regarding the fees associated with the application process. General discussion took place between the ACA Committee over the details of this ordinance and if the need for changes should be made. Trustee Schultz motioned for approval as amended an Ordinance Amending Title 3 (Business and License Regulations) of the Village Code of Hinsdale by Adding a New Chapter 15 (“ Raffles”). Trustee Williams seconded. The motion passed unanimously.

Consideration of a request from Hinsdale Burlington, LLC for a one-year reduction in rent for the lease of the Brush Hill Train Station.

Mr. Cook provided details of this proposal and noted the landlord was asking for a rent reduction of \$9000 for one year from the Village due to the economic decline over the past year. Trustee Schultz stated he was against this proposal because this sets a bad precedent for the Village and without confirmation of the dollar amount paid in rent by the sub-tenant he could not be in favor of this consideration. Ms. Williams was in favor of a one time rent reduction because it promotes the Village helping out business and landlords. Trustee Conner was concerned with the request and staff was directed to prepare a lease amendment and bring it back to the Committee in June.

Adjournment

As there was no further business to come before the Committee, the meeting was adjourned at 8:40 P.M.

Respectfully Submitted:

David C. Cook
Village Manager