

**Village of Hinsdale
Administration & Community Affairs Committee
Minutes of the Meeting on
July 6, 2009**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on July 6, 2009 at 7:33 P.M.

Members Present: Chairman Doug Geoga, Trustee Bob Schultz, Trustee Bob Saigh, Trustee Cindy Williams

Members Absent: None

Staff Present: Darrell Langlois, Assistant Village Manager; Tim Scott, Community Development Strategist; Gina Hassett, Director of Parks and Recreation

Others Present: Finance Commission Chairman Kevin Kane

Approval of Minutes

Chairman Geoga stated that the minutes from the June 1st, 2009 ACA meeting were being presented for approval and asked the Committee if there were any questions or comments. Trustee Saigh noted minor grammatical errors to be changed. Trustee Schultz motioned to approve the minutes from June 1st, 2009. Trustee Saigh seconded. The motion passed unanimously.

Monthly Report

Treasurer's Report – May 2009

Mr. Langlois stated sales tax revenue was down 12.3% for the last two months but slightly better than the budget forecast. Income tax revenue was down 20% compared to last year and noted that a decline of 17% was assumed in this year's budget. He corrected a minor error in the Treasurer's Report regarding the revenue associated with natural gas. Permit revenue for May was 14.8% higher when compared to the first month of the previous year. Actual revenue results in total as compared to budget are relatively on target for the first month of the year. He reported briefly on the expense report but noted since it is early in the fiscal year only minor expense variances were noted. General discussion took place over the May 2009 Treasurer's Report.

Parks and Recreation Activity Report – May 2009

Ms. Hassett provided the ACA Committee with information regarding Parks and Recreation activities for the month of May. Ms. Hassett thanked Village Staff and Volunteers for participating in the Fourth of July Parade activities. Resident contributions totaling \$5,606 have been collected to date, which will be allocated toward Parks and Recreation activities. The Lunch on the Lawn was held on June 26 and had a large turnout. The bridge connecting Burr Ridge and Hinsdale at KLM Park has been installed and will provide better access to KLM facilities. She updated the ACA Committee regarding the grant applications and Duncan Field.

Ms. Hassett reported that the Hinsdale Center for the Arts has requested that a number of repairs be made to their building. At this time due to budget constraints these repairs will be considered for inclusion in the Village's five-year plan. Typically only exterior repairs are funded by the Village, with any interior work the responsibility of HCA. She also reported on other items such as movies in the park and the swimming pool. Swim revenue was down from the previous year, most likely due to the cool and wet summer. The ACA Committee discussed the grant applications and what the Village could receive if they are awarded.

Approval of a Request from Hinsdale Center for the Arts to Use KLM at a Reduced Rate

Ms. Hassett provided information to the ACA Committee regarding this request. Jeff Curran, Park and Recreation Commission Chairman, reported the findings and discussion from the last Parks and Recreation Commission meeting and noted that they recommended charging an hourly fee of \$25, which approximates the Village's cost for staffing the building during their use. Mr. Thomas De Walle, Director of the Hinsdale Center for the Arts, provided information to the ACA Committee regarding the request for a reduced rate at KLM Lodge. Trustee Schultz stated that given the budget reductions for FY 2010, which include the removal of contributions by Village to the HCA, the Village should consider waiving the fees in their entirety in order to partially offset the loss of the Village contributions. Trustee Williams agreed and supported Trustee Schultz's request. Trustee Saigh expressed concerns for the precedent this could set if other non-profit groups were to request a waiver of fees. Chairman Geoga discussed the state of the Village budget and noted financial responsibility starts on a small scale and grows to larger items. He was concerned over the low use of the building and questioned if capital investment was needed to increase building utilization. General discussion took place regarding this request from the Hinsdale Center for the Arts. Trustee Schultz motioned for the approval of a request from the Hinsdale Center for the Arts to use KLM at rate of zero dollars during the fall season. Trustee Williams seconded. The motion passed with the following vote: Ayes: Trustee Williams, Trustee Schultz, Trustee Saigh. Nays: Trustee Geoga. The motion passed with a vote of 3-1.

Communications/MIS Report

Mr. Langlois stated Ms. Pisciotto was on vacation and he would report any issues when she returned. The ACA Committee discussed questions and issues they have received from residents regarding the Village meeting schedule on Channel 6 and possible airing of other programs such as Little League games. Chairman Geoga recommended meeting with Ms. Pisciotto upon return from her vacation to discuss these issues.

Community Development Strategist Report

Mr. Scott provided the ACA Committee with an update from the EDC Commission's last meeting, which focused on establishing goals for the upcoming year. He touched on tenant related work the EDC Commission will be working on this upcoming year which will help to attract new tenants in Hinsdale. Business Registrations are at almost 90% of the goal of \$50,000. Retail compliance is currently at 77% although each week the number continues to rise. He also provided an update with the status of the Hinsdale Rotary Clock. The Village Newsletter was also recently mailed out. General discussion took place over attracting new tenants to the Village and the importance to keep a thriving commercial industry as well as the process for approving signage in the downtown.

Approval of an Ordinance Adopting an Identity Theft Policy Pursuant to the Fair and Accurate Credit Transaction Act of 2003

Mr. Langlois provided information to the ACA Committee regarding this approval request. Trustee Schultz motioned for the Approval of an Ordinance Adopting an Identity Theft Policy Pursuant to the Fair and Accurate Credit Transaction Act of 2003. Trustee Williams seconded. Trustee Saigh questioned if this request would burden staff and if new technology or materials would need to be purchased. Mr. Langlois stated proper training would be needed and this would affect the Police Department the most due to the handling of Social Security numbers on a daily basis. The motion passed unanimously.

Approval of an Ordinance entitled "Annual Appropriations Ordinance for the Fiscal Year May 1, 2009 to April 30, 2010"

Mr. Langlois provided information to the ACA Committee regarding this approval request. General discussion took place over the details of this ordinance. Trustee Schultz motioned for the Approval of an Ordinance entitled "Annual Appropriations Ordinance for the Fiscal Year May 1, 2009 to April 30, 2010". Trustee Williams seconded. The motion passed unanimously.

Authorization to Proceed with the Refinancing of the 2002 General Obligation Limited Tax Bonds as well as Extending the Maturity Schedule through 2028.

Chairman Geoga provided an update from discussion regarding this agenda item from the last meeting. Mr. Langlois presented detailed figures that the Village could expect this from the refinancing and term extension. Kevin Kane, Chairman of the Finance Commission, stated that the Finance Commission was in favor of this request as the plan will generate additional cash for capital projects, all while taking advantage of historically low interest rates. General discussion took place over the time frame as to when this will take place including the meeting schedules and public hearing dates. Trustee Schultz motioned to approve the Authorization to Proceed with the Refinancing of the 2002 General Obligation Limited Tax Bonds as well as Extending the Maturity Schedule through 2028. Trustee Williams seconded. The motion passed unanimously.

General Discussion

Trustee Schultz thanked Hinsdale Little League for donating money to several fields for repainting and repairs that are needed. Mr. Kane noted that the Finance Commission has started to look at projections related to the FY 2010-11 budget and at this point it looks challenging. The Village will likely be faced with some difficult choices regarding service levels, once again having to defer maintenance costs, possibly being unable to over fund pensions, or possibly being unable to rebuild reserves to desired levels. Mr. Kane anticipated a potentially difficult budget cycle in January and February in 2010.

Adjournment

As there was no further business to come before the Committee, Trustee Schultz motioned for adjournment. Trustee Williams seconded. The meeting was adjourned at 8:39 P.M.

Respectfully Submitted:

Darrell Langlois
Finance Director/Assistant Village Manager