

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting October 4, 2010

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on October 4, 2010 at 7:31 P.M.

Members Present: Chairman Doug Geoga, Trustee Bob Saigh, & Trustee Bob Schultz

Members Absent: Trustee Cindy Williams

Staff Present: David Cook, Village Manager; Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation; Tim Scott, Community Development Strategist; and Amy Pisciotto, Information Technology Coordinator

Also Present: Brian LeFevre, Sickich LLP

Approval of Minutes – September 7, 2010

Trustee Saigh moved approval of the September 7, 2010 minutes. Trustee Schultz seconded and the motion passed unanimously.

Recommendation to Approve the Village's Comprehensive Annual Financial Report and Management Letter

Trustee Geoga asked for Item 3 to be moved up on the Agenda. Mr. Langlois introduced Brian LeFevre from Sikich LLP. This company has done the Village audit for about eight years.

Mr. LeFevre presented the comprehensive annual financial report. The document from the prior year was awarded a Certificate of Achievement in Financial Reporting Award from GFOA, which is the highest level of financial reporting. It is expected that the 2010 report will also qualify. Sikich LLP has rendered an unqualified audit opinion on these financial statements. The audit went smoothly and they received all the information that they requested.

Mr. Langlois had no other comments. Trustee Geoga was satisfied with the report and asked if any Trustees had questions. Trustee Schultz asked how the water billing calculations were missed in past years. Mr. Langlois explained how the problem was discovered and noted that the cause was staff and system errors that involves some higher volume water meters. He also noted that there are several situations of under billing due to a number of high usage accounts that had received a number of estimated bills, some for more than a year. When the financial statements were closed, approximately \$140,000 was estimated to be billed as the Village will be pursuing billing corrections from April, 2009 forward.

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Trustee Saigh moved approval of the Financial Report. Trustee Schultz seconded and the motion passed unanimously.

Monthly Reports

Treasurer's Report – August 2010

Mr. Langlois presented the August treasurer's report. Sales tax revenue increased 0.4% for August and 14.6% for September. This marks the ninth consecutive monthly increase and for the nine months period receipts in the aggregate have increased 7.25%. Year-to-date base sales tax receipts for the first five months of the fiscal year have increased 8.6%. This variance is favorable when compared to budget as this revenue source was projected to be unchanged in the budget. Total Sales Tax receipts for the first five months of the fiscal year have increased 7.8%.

Mr. Langlois explained that Income Tax revenue for the months of August and September amounted to \$87,104 and \$89,328 as compared to prior year receipts of \$86,469 and \$82,564 respectively. Although the results for the last three months are favorable, in the aggregate this revenue had declined by 13.2% for the prior five months. Total Income Tax receipts for first five months decreased \$50,086 or -7.9%. This variance is unfavorable when compared to budget as a decrease of 5% was assumed in the Budget. The five month total is 24.1% below the comparable 2009 amounts.

Mr. Langlois stated that the State of Illinois made two income tax payments during September and is now three months behind. Although not yet current, this is an improvement from the five month lag that was in existence at the end of June. Discussions with the Comptroller's office have stated that the state hopes to be caught up by the end of the year.

Mr. Langlois reported that the Food and Beverage Tax revenue had a slight decrease of -0.3%. Year-to-date revenue for the first four months of the year amounts to \$92,442, an increase of 9.7%. This variance is favorable when compared to budget as no increase was assumed in the Budget.

Mr. Langlois stated that it is property tax collection season and the Village should be receiving approximately \$5.57 million tax levy by the end of the year.

Mr. Langlois reported that Utility Taxes were \$29,775 above previous year's receipts. Most of the monthly and year to date increase is due to higher receipts from the utility tax on water as a result of the 31% rate increase at the beginning of the fiscal year and increased receipts on the utility tax on electric due to the 14% tax rate increase and the warm summer weather.

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Mr. Langlois reported that building permit revenue increased \$71,000 over last year and he expects to end the year well over budget. Mr. Langlois also reported that Park and Recreation fees are tracking about 4.2% above prior year.

Mr. Langlois reported that the Village legal fees through August are \$57,917 and are well below the budgeted amount for the first four months. Mr. Langlois also reported that the state of Illinois has passed a Capital bill that includes an additional \$500 million for local governments in the form of additional MFT distributions through 2012. The Village received notice that the Governor has released the first \$100 million of these additional funds. Hinsdale's share of the first installment is \$77,908 and receipt is expected in mid-October.

Village Manager Dave Cook mentioned that he received a call from Senator Dillard's office stating that \$825,000 has been released to complete engineering studies for repair the Oak Street Bridge.

Park and Recreation Activity Report

Ms. Hassett reported on the skate park and some statistics on Gateway Special Recreation that President Cauley had requested. She stated the Fall Fest will be held on October 16. Platform tennis fees continue to come in and staff will work with HPTA to collect all the fees from league players. The pool is closed and data is being compiled.

Trustees Schultz commented on the skate park memo. Ms. Hassett stated minimal repairs of a few hundred dollars will be made until a decision is made about renovating it or moving it to another location. Trustee Saigh asked about who would make the decision if the park has met the end of its useful life. Ms. Hassett will discuss that with Public Services and the Park and Recreation Commission. Trustee Saigh asked if there is a point when it would be a hazard and would need to close. Ms. Hassett believes that is a year or two out. Trustee Schultz believes no money should be spent on the park. Ms. Hassett stated that alternatives will be presented. Trustee Saigh asked about the youth at the Park and Recreation Commission meeting. Ms. Hassett stated that the majority of the users are not residents, but the youth in attendance at the Park and Recreation meeting were primarily residents.

Trustee Geoga asked about the recommendation from Chief Bloom and mentioned that he did not have that memo. Ms. Hassett apologized that it was not attached and she will forward it to the Trustees.

Community Development Strategist Report

Mr. Scott stated that EDC has not yet met for this month so there are several pending items. Mr. Scott continues to take photos for the tool kit. The most important items will be talked about at the meeting on October 5. Local campaigns are being marketed prior to the election. Mr. Scott stated that the holiday celebrations will also be discussed at the October 5 meeting and alternative vendors are being looked at for the holiday lighting. Mr. Scott stated that the Sales Tax referendum information has gone out to the residents and he hopes that three or four informational pieces will be sent out before the election.

Trustee Geoga congratulated Tim on the IEDC award. Trustee Saigh asked about the local media for the Sales Tax referendum. Mr. Scott will ask them. Trustee Saigh asked about the purpose of the catalog. Mr. Scott stated that it is advertisement and a portfolio of the work done by the EDC.

Information Technology Coordinator Report

Ms. Pisciotto submitted the statistics for July – September. The Trustees were happy with the trends. Ms. Pisciotto reported that EHinsdale numbers vary from month to month.

Adjournment

As there was no further business to come before the Committee, Trustee Saigh motioned to adjourn. Trustee Schultz seconded. The motion passed unanimously and the meeting was adjourned at 8:01 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance