

**VILLAGE OF HINSDALE
MINUTES OF THE MEETING
VILLAGE BOARD OF TRUSTEES
November 15, 2016**

The regularly scheduled meeting of the Hinsdale Village Board of Trustees was called to order by Village President Tom Cauley in Memorial Hall of the Memorial Building on Tuesday, November 15, 2016 at 7:31 p.m., roll call was taken.

Present: President Tom Cauley and Trustees Christopher Elder, Neale Byrnes, Luke Stifflear, Gerald J. Hughes, Laura LaPlaca and Scott Banke (following his appointment and oath of office)

Absent: None

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Finance Director Darrell Langlois, Assistant Village Manager/Director of Public Safety Brad Bloom, Police Chief Kevin Simpson, Fire Chief Rick Ronovsky, Director of Public Services George Peluso, Director of Community Development/Building Commissioner Robb McGinnis, Village Engineer Dan Deeter, Administration Manager Emily Wagner, Management Analyst Suzanne Ostrovsky and Village Clerk Christine Bruton

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by President Cauley with Natalie, Sam and Grace Giannelli.

APPROVAL OF MINUTES

There were no changes to the draft minutes; Trustee Elder moved to **approve the minutes of the regular meeting of November 1, 2016, as presented.** Trustee Byrnes seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear and LaPlaca

NAYS: None

ABSTAIN: Trustee Hughes

ABSENT: None

Motion carried.

CITIZENS' PETITIONS

Mr. Frank Carey, 204 S. Lincoln, addressed the Board regarding all-night construction in the downtown area. He explained that Village Engineer Dan Deeter talked to him personally about the Central Business District (CBD) construction being considered in February and March. Mr. Carey would like the Village to strongly consider moderating the hours, because of such things as lighting and back-up beepers on trucks. President Cauley assured him the Board and staff is conscious that the CBD is bordered by residential areas, and will do everything possible to accommodate residents during this time.

APPOINTMENT OF VILLAGE BOARD TRUSTEE

President Cauley introduced Mr. Scott Banke for appointment to fill the vacancy left by the resignation of former Trustee Bob Saigh. He described Mr. Banke's qualifications, and asked for a motion to **approve the appointment of Mr. Scott Banke to complete the unexpired term of Bob Saigh, through April 2017.** So moved by Trustee Hughes, and seconded by Trustee Elder.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes and LaPlaca

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

OATH OF OFFICE AND SEATING OF NEW BOARD MEMBER

President Cauley administered the oath of office to new Trustee Scott Banke. Trustee Banke took his seat at the dais. President Cauley thanked him for stepping up, Trustee Banke thanked him for the opportunity.

APPOINTMENT OF FIRE CHIEF

President Cauley recognized the retirement of Fire Chief Rick Ronovsky and the appointment of Captain John Giannelli as his replacement. President Cauley said there were eight internal candidates for the Fire Chief position. The applicants were all articulate and capable; it was a difficult decision to make.

President Cauley administered the oath of office to new Fire Chief John Giannelli.

APPOINTMENTS TO BOARDS & COMMISSIONS

President Cauley made the following recommendations and asked for a motion to approve the appointments as described.

Parks & Recreation

Alice Waverley as Chair to complete the unexpired term of former Chair Scott Banke, through April 30, 2017

Finance Commission

Mr. Gary Booras appointed to a 3-year term through April 30, 2019

Mr. Peter Boomer appointed to a 3-year term through April 30, 2019

Trustee Elder moved to **approve the appointments as recommended by the Village President.** Trustee Byrnes seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

VILLAGE PRESIDENT'S REPORT

President Cauley reported that with the addition of Trustee Scott Banke, he is making some changes to the Committee assignments. Trustee Stifflear will replace former Trustee Bob Saigh as Chair of the Zoning & Public Safety Committee (ZPS). Trustee Banke will join the Administration & Community Affairs Committee (ACA), as they oversee park issues. Trustee Byrnes will move to Environment & Public Services, as he was formerly Chair of the Plan Commission.

President Cauley further stated that in January 2015, the Board changed how they do business in order to improve efficiency and reduce the number of meetings each month. However, there are some things the Board can do to still follow the Committee system model. He thinks it is important that one Trustee be responsible for key issues. The Chair of each committee will be responsible for items that relate to that committee; the Chairs will introduce their items and provide preliminary discussion. Before any item is included on an agenda, President Cauley will review it and then the Chair will do so. This will require more staff work, but it is important that someone on the Board is invested.

Regarding the two read system, President Cauley stated we have had some items receive only one reading, but every effort must be made to present items two times. He believes this is the responsibility of the Board to the community, so that residents have the opportunity on a second read to come forward. It is important to be efficient, but we are a public body, and therefore the bar is high for any matter to receive only one reading.

PUBLIC HEARING CONCERNING THE INTENT OF THE BOARD TO ISSUE NOT TO EXCEED \$2,500,000 GENERAL OBLIGATION LIMITED TAX BONDS TO FINANCE CAPITAL PROJECTS AND REFUND BONDS

President Cauley began discussion noting that with respect to issuing bonds, due to the recent election, the bond rates have gone up. Therefore, the Village may not issue the bonds immediately, but if we go through the process we would be ready should the rates become favorable.

Assistant Village Manager/Finance Director Darrell Langlois explained that about 5-6 weeks ago, the Village had a refinancing opportunity for the 2009 bonds; the interest rates were down, and a savings of \$100,000 could have been realized. At that time, it made sense to refinance and re-amortize the whole period, and sell new 20 year bonds that would generate between \$800,000 and \$900,000. Following the election, the increase in the rates reduce new money by \$200,000.

This matter has been properly noticed, and Mr. Langlois recommends the Board hold the hearing, and if rates reverse, the bonds can be sold without the notice process again. He

noted we have up to three years to sell the bonds; should the rates go back down, he would notify the Committee Chair and recommend the matter can be brought forward again. Discussion followed regarding the refinancing; Trustee Hughes pointed out that even if there isn't a savings, there could still be good reasons to extend the duration of our financing at historically low rates, but Mr. Langlois recommends waiting till the market settles.

Public Hearing

President Cauley opened the public hearing to receive public comment on the proposal to issue up to \$2,500,000 General Obligation Limited Tax Bonds for the purpose refunding the 2009 General Obligation Limited Tax Bonds and for financing public infrastructure projects. He read the publication information. He noted the proposed bond sale on December 13th has been suspended until such time as the interest rates decline so as to make the refunding of the 2009 bonds more advantageous. Trustee Hughes commented we may not wait for the rates to decline. President Cauley noted that no written testimony concerning the proposed issuance has been received, and there were no questions from the public. Trustee Hughes moved to **close the Public Hearing Concerning the Intent of the Board to Issue Not to Exceed \$2,500,000 General Obligation Limited Tax Bonds to Finance Capital Projects and Refund Bonds.** Trustee LaPlaca seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

President Cauley declares the public hearing adjourned.

DISCUSSION ITEMS

New Middle School Project Introduction

President Cauley referenced the materials from Cordogan, Clark and Associates, the architectural firm that designed the new Middle School. He stated this is a preliminary review, but upon receipt of a complete application the Village has 90 days, by law, to process the application. He commented that this is an ambitious schedule, as they hope to start construction in April 2017.

Superintendent of District 181, Dr. Don White, addressed the Board, and thanked President Cauley and his team for their collaborative relationship. He referenced the overview to be provided this evening, and commented they are proud of the proposed building.

Mr. Brian Kronewitter, Executive Vice President from Cordogan Clark, described the building for the Board as designed to date, and explained the new school will be built around the existing school. The location of the old building will be the new parking lot. This is a partial 3-story building; the 2-story part of the building is adjacent to the residential areas, by design. They plan to use natural materials, and the architecture takes its inspiration from previous

older buildings on the site, as well as other historic buildings in the area. The building will get lots of natural light. The pedestrian level image on the Garfield Street corner illustrates the stairwell to the lower level of the parking deck. He outlined the setback relief they will need to request from the Zoning Board of Appeals (ZBA).

Mr. Kronewitter explained the intended usage of the lower level parking deck; it is anticipated there will be about 118 parking spaces to be used by the Village during the day. He noted the upper level as 123 spaces. There is a small basement in the design that will house the mechanical systems. The main level will include a gymnasium, a 'cafetorium' (stage and seating area), music rooms, the library, and administrative and academic spaces. The upper levels will include laboratories and classrooms.

In terms of construction site logistics, they will relocate the mobile classrooms. A new temporary parking lot will be built on the existing soccer field to accommodate the lost spaces from the Washington Street lot and along Second Street. The lot will accommodate 129 spaces and will be asphalt and striped. President Cauley remarked that as long as the same number spaces are relocated, he would find that acceptable for the one year of construction. Assistant Village Manager/Director of Public Safety Brad Bloom said it is an option as to whether or not to close Washington, but this has not yet been vetted. President Cauley asked Mr. Kronewitter to keep the Village apprised of any lost parking spaces. Mr. Bloom recommended reinstalling the payboxes that are currently installed.

Discussion followed regarding bus and parent drop off locations during and after construction. It is anticipated the building will be completed in the summer of 2018. At that time, the old building will be torn down and the mobile classrooms will be decommissioned. Students will use the building throughout the construction period, but construction areas will be entirely fenced at that time.

Discussion followed regarding where construction people will park, the use of shuttles, and teacher and staff parking, however, the specifics are yet to be determined.

Trustee Banke suggested a discussion with the Fire Department to ensure the safety of students should they need to evacuate the building during the construction period. Trustee Elder asked about a different corner staircase structure. These types of matters will be reviewed by the Plan Commission. Trustee Byrnes recommended comprehensive parking plans for the Plan Commission.

Dr. White stated residents have been made aware of the Washington Street changes, and they have received no feedback, however, they intend to be good neighbors and are sensitive resident issues. They will continue to hold neighborhood coffees to ensure communication.

Mr. Kronewitter said there will be mechanicals on the roof, with screening. Trustee Stifflear asked that photos or renderings of this be included moving forward. It was noted that mechanicals are not part of the height measurement, but will be less tall than the existing building.

Director of Community Development Robb McGinnis confirmed that Plan Commission and ZBA applications will move forward on parallel tracks. Public hearings are anticipated in January at the ZBA and the Plan Commission. Recommendations will come to the Board by February. It was noted that the ZBA has final authority on setback relief, and Plan Commission site plan and exterior appearance approvals are not a referral to the Board. Due to the fact there is no change in zoning, no referral is required.

Trustee Stifflear commented that with the number of children in the area, it might be responsible to shut down a small part of Washington Street, however, Mr. Kronewitter explained that a 6-8 foot post driven chain link fence with green screen will be installed to

provide security and safety. Trustee Stifflear recommended all parking issues be fully addressed for the Plan Commission. President Cauley recommended anything that can be done to alleviate parking issues and the impact on the Central Business District (CBD) is advisable. Trustee LaPlaca suggested they figure out the bus drop off issue as the proposed area is congested. President Cauley commented it might be helpful to do a traffic study; Dr. White said they would have to look into the costs. It was noted that the front entrance of the school is on Third Street, but Dr. White said it would rarely be used, as most activity would take place on the parking side of the building.

Trustee Hughes asked about storm water issues, to which their Civil Engineer explained there will be below grade water retention, and all current Village requirements will be met. Village Engineer Dan Deeter added that while there are currently no flooding issues downtown in the area of the school, improving the area to the level required by ordinance will be an improvement.

Trustee Banke asked about disposal of the spoils from the project. Dr. White said there will be temporary storage at the location of the temporary parking lot, but ultimately the spoils will be trucked away. Dr. White also noted they are working with AYSO to accommodate necessary alternative field usage.

FIRST READINGS - INTRODUCTION

Administration & Community Affairs (Chair Hughes)

a) **Approve a Resolution of the Village of Hinsdale Approving and Authorizing Execution of the Land Rover Hinsdale LLC Economic Development and Sales Tax Revenue Sharing Agreement**

President Cauley introduced the item and explained that as a residential community there are few areas for businesses to locate that can generate sales tax revenue, the Board needs to ensure these commercially zoned properties are occupied appropriately. He stated that Land Rover is the Village's largest single tax generator; earlier this year they advised the Village they needed a bigger space, and as a result may have to move out of town. Land Rover looked at the at the current GM Facility property, which has been vacant for 10 years. They have reached an agreement in principle with the current owner, but it was hard to make the numbers to work. Therefore, they asked the Village for assistance, which the Village is willing to do because we want them to stay. The Village has reached an agreement with Land Rover that locks in a base revenue at the current level and creates a sliding scale for sales tax revenue sharing over the next 15 years or a specified dollar amount. This is a benefit to the Village in that a top sales tax producer will stay in town, the base rate revenue is locked in, additional tax revenue will be shared, and a vacant property will be redeveloped. Additionally, once Land Rover relocates, there is another site available to develop that may further enhance sales tax revenue.

Mr. Scott Selfridge, Land Rover Chief Financial Officer, addressed the Board regarding their time line. They hope to close on the property by the end of December. They must build to specifications; the plans will not be reviewed until they own the property. After approval, they will apply for permits from the Village, and hope to complete the project by the end of 2018. He explained the current property is leased, but they have been approached by others to sublease. Nothing is confirmed yet, but the most likely tenant will be a small luxury auto dealership; a high dollar, low volume dealer.

It was noted this is an assignable agreement, but only to a new luxury car dealership. Trustee LaPlaca asked if the agreement should specifically state that the revenue Land Rover does not get, belongs to the Village. It was explained that 100% of the funds go to the Village; Mr. Langlois will 'rebate' the appropriate amount, based on the scale, to Land Rover, and these amounts will appear annually on the bill list.

President Cauley remarked that the old Land Rover property would be best used as a luxury car dealership; there is a synergy to have more than one, and it would not burden Village infrastructure.

The Board agreed to move this item forward for a Second Reading at their next meeting.

b) Approve a Resolution of the Village of Hinsdale Approving and Authorizing Execution of an Intergovernmental Agreement with Community Consolidated School District 181 *(Item taken out of order)*

President Cauley stated that with respect to the new Hinsdale Middle School, 50 parking spaces will be lost, which is a big concern for the Village, and the Village cannot afford to lose any spaces. The Village needs more downtown parking; the possibility of partnering with HMS for a shared parking deck is a once in a lifetime chance to resolve this problem. It would be conveniently located adjacent to the main shopping area. Resident concerns in the past have been that a parking structure might be unattractive and/or below ground. Garfield Avenue is on a hill, and therefore the deck would be exposed on the below ground north side. President Cauley discussed the cost of the parking deck, stating the originally proposed size deck of \$4.5 million is too rich. A smaller deck at \$2.7 million would net the Village 68 spaces. The risk is whether or not this is enough additional parking. If it is, the Village can afford this project.

The item before the Board is the authorization for staff to move forward with an Intergovernmental Agreement (IGA) for engineering and design with the school. At this stage, the Village Manager has can authorize expenditures up to \$20,000; so far the Village has spent \$18,000. It is anticipated firm numbers for engineering and design will be available when this item comes back to the Board. Trustee Byrnes has agreed to be the Village liaison with the Board and District 181. Every effort will be made to get residents involved.

It was noted that this project would benefit the whole community for half of what the Village paid for the Washington Street reconstruction alone. Discussion followed regarding how to pay for the parking deck. Several ideas were suggested; including a bond issuance, allocation of some infrastructure funds and the use of some parking revenue,. Another possibility would be that the school could finance the project, and the Village would service the debt. This is advantageous because the interest is lower on property tax money. Village Manager Gargano suggested that the \$1.2 million vehicle replacement capital improvement project could be rescheduled. Trustee LaPlaca pointed out that after school hours, the 123 spots on the upstairs deck would also be available. Village Manager Gargano said an agreement would be complete for the second reading; this was brought forward at this time in order to expedite the process because of the 90 day deadline. Trustee Stifflear commented that the cost per space is far below the average for parking builds. Trustee Hughes pointed out there is really no other place to this type of structure.

The Board agreed to move this item forward for a Second Reading at their next meeting.

c) **Approve an Ordinance Adopting the Village of Hinsdale's Travel Expense Reimbursement Policy Pursuant to the Local Government Travel Expense Control Act**

Trustee Hughes introduced the item and explained this matter is driven by the Local Government Travel Expense Control Act; Springfield wants to enforce greater oversight, and non-home rule municipalities have to comply. For Hinsdale, the impact is minimal. The Board agreed to move this to the Consent Agenda of their next meeting.

d) **Approval of the Village's Comprehensive Annual Financial Report (CAFR) and Management Letter for the Year Ended April 30, 2016**

Trustee Hughes introduced the item and explained this and the following are routine items the Village approves every year. He has reviewed the material and there is nothing unusual in the auditor's letter, they always recommend continuous improvements. Mr. Langlois confirmed this is status quo.

The Board agreed to move this item forward for a Second Reading at their next meeting.

e) **Approve an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year of the Village of Hinsdale, Illinois Commencing on May 1, 2016 and Ending on April 30, 2017 in the aggregate amount of \$11,411,707**

Trustee Hughes explained that Items E-K all go together. The way the Village does this is the entire property tax amount, which is capped, is levied, and then we abate for debt service for bonds we have issued. Mr. Langlois noted these amounts include the library, according to State statute.

The Board agreed to move this item, and those following, forward for a Second Reading at their next meeting.

Trustee LaPlaca asked for clarification regarding the pension information. Mr. Langlois described the process for actuarial assumptions and methods. He noted that the actuarial table is adjusted, because people are living longer. President Cauley noted the dramatic increase this year as a result.

f) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$3,500,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2008C, of the Village of Hinsdale, DuPage and Cook Counties, Illinois**

g) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$1,425,000 Taxable General Obligation Bonds (Alternate Revenue Source), Series 2011, of the Village of Hinsdale, DuPage and Cook Counties, Illinois**

h) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$5,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2012A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois**

i) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$2,710,000 General Obligation Refunding Bonds (Library**

Fund Tax Alternate Revenue Source), Series 2013A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

- j) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$2,025,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2014A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois**
- k) **Approve a Resolution abating the tax hereto levied for the year 2016 to pay the principal of and interest on \$5,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2014B, of the Village of Hinsdale, DuPage and Cook Counties, Illinois**
- l) **Approve an Ordinance for the Levy and Assessment of Taxes for the Fiscal year Beginning May 1, 2016 and Ending April 30, 2017, in and for the Village of Hinsdale Special Service Area No. 9 – Localized Drainage Solution**
Trustee Hughes noted this is the special levy for the Woodlands drainage solution.
The Board agreed to move this item forward for a Second Reading at their next meeting.
- m) **Approve an Ordinance providing for the issuance of approximately \$2,300,000 General Obligation Limited Tax Bonds, Series 2016, of the Village of Hinsdale, DuPage and Cook Counties, Illinois, to finance capital projects within the Village and refund certain outstanding obligations of the Village, authorizing the execution of an escrow agreement in connection therewith, providing for the levy of a direct annual tax to pay the principal of and interest on said bonds, and authorizing the sale of said bonds to the purchaser thereof**
Trustee Hughes introduced the item and stated it relates to the public hearing held tonight. Mr. Langlois said depending on the timing, this ordinance could have different numbers. Ms. Gargano said if the market is favorable this will be brought back in December, but if we don't bring this back within 90 days, a new ordinance will be prepared.
The Board agreed to move this item forward for a Second Reading at their next meeting, should it be necessary.

Environment & Public Services (Chair LaPlaca)

- n) **Approve an Ordinance amending various sections of the Village Code of Hinsdale related to construction, grading plans, water discharge and engineering standards**
Trustee LaPlaca introduced the item and noted a Committee of the Whole was held in February to discuss this issue. She met with staff to review the practices and policies for new construction that are in place and active. This ordinance takes these policies and makes them part of the Village code, to improve staff's ability to administer these engineering standards.
The Board agreed to move this forward for a Second Reading at their next meeting.

Zoning & Public Safety (Chair Stifflear)

- o) **Authorize a Hardship Permit Extension as set forth in 9-1-7(B)(4) for a period of six (6) months at fifty percent (50%) of the original base permit fee for 821 S. Oak**
Mr. Brian Freel, of Vine Properties, the contractor on the project, addressed the Board. He explained they anticipated this project would be completed within the 18 month permit period;

however, this is a larger home and highly customized. The geothermal heating and cooling took longer than expected because the specialized equipment took longer to get on site, the installation of an irrigation well delayed the driveway, and the client changed their mind on the custom staircase, to name a few of the issues.

President Cauley commented he is convinced they are working diligently to complete the project; and he confirmed the owner is ok with paying the fee.

The Board agreed to move this item to the Consent Agenda of their next meeting.

CONSENT AGENDA

Administration & Community Affairs (Chair Hughes)

- a) Trustee LaPlaca moved **Approval and payment of the accounts payable for the period of November 2, 2016 through November 15, 2016 in the aggregate amount of \$1,870,790.99 as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Hughes seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

The following items were approved by omnibus vote:

Administration & Community Affairs (Chair Hughes)

- b) **Approve the Resident Construction of Melin Park Ice Rink** (*First Reading – November 1, 2016*)
- c) **Recognize a Proclamation for World Pancreatic Cancer Day – November 17, 2016*****

Zoning & Public Safety (Chair Stifflear)

- d) **Authorize the assignment of a judgment lien to CR Realty Advisors in the amount of \$47,152.03** (*First Reading – November 1, 2016*)

Item C was removed from the Consent Agenda for separate consideration.

Trustee Hughes moved to **approve the Consent Agenda, as amended.** Trustee LaPlaca seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Recognize a Proclamation for World Pancreatic Cancer Day – November 17, 2016

The Board agreed to continue to read the proclamations, as opposed to including them as a consent agenda item. President Cauley read the World Pancreatic Cancer Day proclamation.

SECOND READINGS / NON-CONSENT AGENDA - ADOPTION

Administration & Community Affairs (Chair Hughes)

- a) **Approve a Resolution Determining Amounts of Money to be Raised through Ad Valorem property Taxes for the Village in the Amount of \$9,566,899** (*First Reading – November 1, 2016*)

President Cauley introduced the item, and Mr. Langlois commented this is a statutory requirement. Trustee Elder moved to **Approve a Resolution Determining Amounts of Money to be Raised through Ad Valorem property Taxes for the Village in the Amount of \$9,566,899**. Trustee Byrnes seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

DEPARTMENT AND STAFF REPORTS

- a) Police

The report(s) listed above were provided to the Board. There were no additional questions regarding the contents of the department and staff reports.

Administration Manager Emily Wagner provided a holiday lighting update. She said the contractor began installation of the lights today. They will work overnight and hope to finish by the end of the week, but might need the weekend.

The tree lighting ceremony is on Friday, December 2nd at 5:00 p.m., activities in town to follow. There is a carousel installed at First and Washington, which is new this year. The Economic Development Commission (EDC) is hosting Distinctly Hinsdale for the Holidays on December 10th and 17th. Santa will be there, and there will be carriage rides and cookie decorating.

Village Manager Kathleen A. Gargano noted staff is currently working on the Capital Improvement Plan (CIP), and will finish by the end of year for Finance Commission review and discussion by the Board prior to budget preparation. She also noted the snow plan is on the website for residents to access, and there is a meeting scheduled tomorrow with Central Business District business owners to review the summer construction schedule for downtown repaving.

REPORTS FROM ADVISORY BOARDS AND COMMISSIONS

None.

OTHER BUSINESS

None.

NEW BUSINESS

None.

CITIZENS' PETITIONS

None.

TRUSTEE COMMENTS

Trustee Banke remarked that the orientation he has received from staff has been very informative, and he thanked staff for their time.

ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Elder **moved to adjourn the regularly scheduled meeting of the Hinsdale Village Board of Trustees of November 15, 2016.** Trustee Byrnes seconded the motion.

AYES: Trustees Elder, Byrnes, Stifflear, Hughes, LaPlaca and Banke

NAYS: None

ABSTAIN: None

ABSENT: None

Motion carried.

Meeting adjourned at 9:26 p.m.

ATTEST: _____
Christine M. Bruton, Village Clerk