

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting May 2, 2011**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on May 2 at 7:30 P.M.

**Members Present:** Chairman Doug Geoga, Trustees Bob Saigh and 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 and Timothy Scott, Community Development Strategist

**Approval of Minutes – March 7, 2011**

Trustee Schultz moved approval of the March 7, 2011 minutes. Trustee Saigh seconded and the motion passed unanimously with one correction.

**Monthly Reports**

**Treasurer's Report – March 2011**

Mr. Langlois presented the Treasurer's report for March 2011. The report covered the eleventh month of the 2010-11 fiscal year. Staff has most recently updated the end of year estimates for all funds and accounts are consistent with the Draft FY 2011-12 Budget. Staff expects to have a final update of the estimated end of year amounts in conjunction with the issuance of the April 2011 Treasurer's Report.

Mr. Langlois reported that Base Sales Tax receipts for the months of March and April increased by 15% for March and 6.2% for April. Total base sales tax receipts for Fiscal Year 2010-11 ended the year at \$2,373,483, an increase of 9.3%. This variance is favorable when compared to budget as this revenue source was projected to be unchanged in the FY 2010-11 Budget. Total Sales Tax receipts for Fiscal Year 2010-11 total \$2,620,661, an increase of 9.6%.

Income Tax revenue for the months of March and April were down by \$10,928 for March and a decrease of \$4,880 for April. Total Income Tax receipts for Fiscal Year 2010-11 amount to \$1,398,721, a decrease of \$26,143. This variance is favorable when compared to budget as a decrease of 5% was assumed in the FY 2010-11 Budget.

Mr. Langlois reported that regarding the delay in income tax payments from the State of Illinois, in April we did receive an income tax distribution, which maintains the delay in payment at three months or approximately \$357,000 in arrears. Staff is hopeful that the budget resolution in Springfield that resulted in the increase in the State income tax will enable the State to catch up in the near future. Staff has heard that there have been a number of budget proposals for the upcoming State budget that could result in a reduction in revenue sharing. The Illinois Municipal League as well as a number of other groups is actively lobbying to maintain the existing revenue sharing formulas.

Mr. Langlois reported that year-to-date Food and Beverage taxes increased 13.6%. This variance is favorable when compared to budget as no increase was assumed in the FY 2010-11 Budget. Property tax collections through March amount to \$5,324,307 which is approximately 95.5% of the Village's \$5.57 million tax levy. Year-to-date utility tax collections are \$1,944,807 which is 6.6% above the prior year.

Building permit revenues for March totaled \$84,658, which is a decrease of 4.3% below the prior year. Year-to-date permit revenue is \$1,209,685, which is 61% above the prior year and will end the year well over budget. Approximately 2/3 of this variance is due to receipt of permit revenue related to the Hinsdale Hospital expansion.

Mr. Langlois reported that Park and Recreation fees totaled \$814,783 as compared to \$753,998 for the prior year, which is an increase of 8.1%. Of this increase, \$39,200 is from the sale of lifetime paddle tennis memberships that will be used to fund two additional courts. The entire project is expected to be funded by the sale of these lifetime memberships, with an ultimate fundraising goal of \$125,000.

Mr. Langlois reported that total legal billings through March amount to \$176,175, which is tracking well below budget for the first eleven months of the year. The March amount of \$26,000 from the Village attorney is unusually high due to about \$8500 in reimbursable expenses.

Overtime and salt costs in the Public Services Department may end the year over budget due to the February blizzard. Our total incremental estimated costs (overtime, salt, and equipment usage) related to the blizzard amount to approximately \$40,000. The President has declared a disaster for the event making these costs eligible for reimbursement from FEMA. Staff has been working with FEMA over the last two weeks and expects to have all of the required paperwork approved by the end of April.

Based on information available when the 2011-12 Draft Budget was prepared, we included a projected increase of 5% in the cost of water purchased from the Du Page Water Commission. The recently adopted DWC Budget includes an increase of 10%, which would result in a total cost increase of approximately \$190,000 annually. As the Finance Commission has previously expressed concerns about prior DWC increases not being passed on to customers and the corresponding negative financial impact on the Water Fund, an ordinance to increase rates will be drafted for ACA consideration.

Trustee Saigh asked Mr. Langlois if water increases can be expected annually. Mr. Langlois stated that there has been mismanagement that resulted in reserves being lowered to an unacceptable level. Mr. Cook commented that the rate from the City of Chicago has been increased annually for the last three years and future increases are likely.

Mr. Langlois stated that the Water Commission rebated money and they wavered from their conservative financial policies. Trustee Saigh commented that the Village has little or

no say in the rate increases because of the way the Commission is dictated to by the City of Chicago.

### **Park and Recreation Activity Report – March 2011**

Ms. Hassett stated that staff is doing more promotional materials for the pool. There has been no official update of the OSLAD grant. Ms. Hassett stated that HPTA has \$150,000 in pledges for the new platform tennis courts.

Ms. Hassett commented on the Healthy Park Race for 2012 and the status on the July 4<sup>th</sup> Parade. Ms. Hassett commented on the new T-ball program that has been very successful and the Egg Hunt that was held Easter weekend.

Ms. Hassett commented on the pool memberships and that the early bird rates end on May 13. Ms. Hassett commented on the repairs for the pump house that had to be halted. This project will be done at the end of the pool season. She is not concerned with the pool sales being low because pool sales did start later than last year.

Trustee Schultz asked about Duncan Field. Ms. Hassett stated that Western Springs has permitted the field and the Village of Hinsdale will not be mowing the field during the week. Trustee Schultz if there has been any communication with Liz Gorman from the County. Ms. Hassett stated that there never has been any other interest in the field and staff has never needed to go downtown to request the permit.

Trustee Saigh stated that now another community is taking advantage of Hinsdale taking care of the facility for all these years and hopes that another organization will work out parking arrangements and maintain the field. Ms. Hassett stated that it is permitted Monday through Thursday through July. Ms. Hassett has told the Forest Preserve that the Village will not mow the field or pick up the garbage since it is not permitted to us.

### **Economic Development Director Report**

Mr. Scott stated that there was a first ever customer appreciation celebration. There was a record level of participation by the businesses. There is a new media plan and ventured into the web a little more. One retailer did comment that there was a jump in business from the celebration.

Mr. Scott is working with businesses for Gateway Square and downtown. There will be a message in the May water bills regarding the Tribute Trees. Some design projects are being refined and he hopes to have news by the next meeting. Chairman Geoga recognized the tremendous effort by Mr. Scott and the EDC.

Following Mr. Scott's report, Chairman Geoga received concurrence from the Committee to move up Item 9- Approval of Requests from the Hinsdale Chamber of Commerce.

### **Approval of Requests from the Hinsdale Chamber of Commerce related to their 2011 Schedule of Events**

Trustee Schultz commented to Mr. Scott about the change in date for the Christmas Walk and that some residents have complained about the date change. Trustee Schultz stated that he believes that the Christmas Walk should be moved back to the Friday after Thanksgiving as was done in prior years. Mr. Cook stated that the Christmas walk date is back on the Chamber board agenda for reconsideration. Trustee Schultz asked for clarification as to the amount being requested for Uniquely Thursday's. Mr. Scott stated that they are requesting \$7500 from the EDC budget, the same as last year.

Trustee Saigh asked Mr. Scott if the banners would be in two locations. Mr. Scott said they would be the same size as the current banners. Graphics panels would be 3 X 4 and illuminated.

Chairman Geoga asked if anything is different on the Chamber request from previous years. Mr. Scott commented that there was not. Trustee Schultz moved approval of the request. Trustee Saigh seconded and the motion passed unanimously.

**Approval of an Ordinance Amending Title 1, Chapter 7 of the Village Code of Hinsdale Regarding the Appointment of the Village Clerk**

Trustee Schultz moved approval of the request and Trustee Saigh seconded. The motion passed unanimously.

**Approval of Fiscal Year 2011-12 Blanket Purchase Orders in the Amount of \$931,500**

Trustee Schultz moved approval of the request and Trustee Saigh seconded. The motion passed unanimously.

Mr. Langlois mentioned one typo on the report which changed the total to \$1,031,500

**Approval of Ordinance Authorizing the Disposal of Personal Property Owned by the Village of Hinsdale**

Trustee Schultz moved approval of the request and Trustee Saigh seconded. The motion passed unanimously.

**Approval of a Resolution Opposing Reductions of State Collected Revenues Due Municipalities**

Mr. Cook explained the Resolution that will be sent out to state legislatures for the new state budget. Trustee Saigh asked how the state representatives feel about the issue. The representatives have stated that they will not support any reduction. When the budget comes, it is all or none and not a single issue.

Trustee Schultz moved approval of the request and Trustee Saigh seconded. The motion passed unanimously.

**Approval of a Request from Hinsdale Hospital for a Special Use Permit for Burlington Park**

Trustee Schultz moved approval of the request and Trustee Saigh seconded. The motion passed unanimously.

Trustee Saigh stated that the fee is only \$250, and the Village cannot keep passing up the revenue stream. Ms. Hassett stated that non-profits should still pay a fee to cover maintenance fees.

Chairman Geoga recommended having the topic of fee waivers on the next ACA Agenda for an overall policy discussion.

**Approval of the Ad Service Agreement with Design Perspectives to Prepare Bid Packages and Manage the KLM Shelter Renovation in the Amount of \$8,150**

Trustee Geoga asked Ms. Hassett about the costs to the Village. Ms. Hassett stated that the costs could come in under the budgeted amount. Some of the price estimates could be under \$150,000 and we can purchase picnic tables ourselves to save money.

Trustee Saigh moved approval of the request and Trustee Schultz seconded. The motion passed unanimously.

At the conclusion of the active agenda Chairman Geoga thanked Trustee Schultz for his service on the ACA Committee.

**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 8:16 P.M.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance