

**Village of Hinsdale
Administration and Community Affairs Committee
Minutes of the Meeting On
January 5, 2010**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on January 5th, 2010 at 6:30 P.M.

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

Members Absent: None

Staff Present: David Cook, Village Manager; Gina Hassett, Director of Parks and Recreation; Tim Scott, Community Development Strategist; Amy Pisciotto, MIS Administrator and Communication Coordinator; Darrell Langlois, Assistant Village Manager/Director of Finance

Approval of Minutes – December 7, 2009

Chairman Geoga stated that the minutes from the December 7, 2009 ACA meeting were being presented for approval with a few non-substantive changes and asked the Committee if there were any questions or comments. Trustee Schultz questioned the notation that he did not vote regarding the Senior Taxi Program elimination. Mr. Langlois replied that he reviewed the tape of the meeting and after the two “yes” votes were made, Chairman Geoga asked if Trustee Schultz had any questions and after the discussion there was not poll of “no” votes taken. Trustee Schultz moved to approve the minutes from December 7th, 2009. Trustee Williams seconded. The motion passed unanimously.

Monthly Reports

Treasurer's Report – November 2009

Mr. Langlois presented information from the Treasurer's Report for the month of November. Sales tax revenue decreased 21.9% for the month of December. Most declines usually range from 8-12% each month, although that number could be different for a number of reasons such as late payments or adjustments and year to date they are down 12%. Income tax receipts have declined 3.9% for December. Food and beverage taxes and property taxes should be very close to the budget estimate. Utility tax revenue was down 5.5% for the month of December and could be below budget by approximately \$200,000.. Permit revenue for November was 59% below the same period in the last year. Revenue from fines has been lower each month when compared to the same periods of the previous year. Mr. Langlois

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discussed an amnesty program that the Village has created in an effort to try and recover a number of outstanding tickets that have been written.

Parks and Recreation fee revenue was 16% below the prior year and the drop is mostly due to a decline in pool revenue. Legal billing costs are tracking favorably and are currently \$100,000 under the previous year's costs. Overtime costs are 50% below the prior year. General discussion took place between the Committee members regarding the Treasurer's Report for November.

Park and Recreation Activity Report – November 2009

Ms. Hassett updated the ACA Committee on the Lyons Township Park Bond and stated a decision will be made at the next scheduled meeting although this process has been going on for a year and could be delayed to a future time. She reported a charitable donation from the Brooks family in Hinsdale was given to the Village to pay for a plaque honoring Mr. Brooks and also for additional fees to pay for renovations at the park.

New athletic fees have been approved and new bike racks have been installed throughout a number of locations in Hinsdale. The ice rink has been installed at Burn's Field and depending on the weather conditions could be functional for several weeks. General discussion took place over the amount of staff time and the costs associated with operating the ice rink each year.

The Polar Express and Breakfast with Santa programs were held during the month of December and Ms. Hassett discussed minor repairs that have been resolved during the winter months at a variety of park locations. Platform tennis revenue has increased by \$10,000 because of new memberships.

Communications/MIS Coordinator Report

Ms. Pisciotto stated she would be airing a video created by the Hinsdale Police Department that showcases general safety tips for residents. It will be shown roughly 5 times per day and after scheduled meetings on channel 6 for Comcast subscribers and channel 99 for AT&T U-Verse subscribers.

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Community Development Strategist Report

Mr. Scott discussed the “Who What Where” campaign that the Village is currently running to advertise business in the Village and other campaigns the EDC Committee is currently working on. He also recapped the Christmas festivities that took place in Burlington Park during the month of December.

The Village Place Signage will be installed in one of the two proposed locations in the upcoming weeks and the EDC website and retail directory has upcoming plans for a service map similar to the retail directory as well as new retail tenants that may be making their way into Hinsdale. He also reported on the preliminary design for the Tribute Tree logo and stated the Village news letter will be put together for the spring issue in the coming weeks.

General discussion took place over the new retail stores that could be moving into the Village and also a summary of the Christmas Walk festivities that took place. Trustee Schultz expressed his concerns with the safety of the horse rides through towns and questioned if an alternate route should be picked for next year. Mr. Scott stated these are issues the EDC Committee will be looking at during the planning for next year’s Christmas Walk.

Approval of Bid #1463 for Annual Landscape Maintenance to Classic Landscape for \$92,440.

Ms. Hassett provided background information regarding the agenda item and stated staff recommends for the approval of the landscaping contract to Classic Landscaping. Trustee Schultz stated he was not satisfied with the previous contract and performance and would be happy to pay an extra sum of money for better service. General discussion took place over the discrepancy in bids and the costs associated with choosing more than one service provider for different tasks throughout the season and also the possible savings if a commitment by the Village for two years was offered. The consensus was to defer this recommendation to the January 19, 2010 Village Board meeting in order to allow staff to investigate the two year option.

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Adjournment

As there was no further business to come before the Committee, Trustee Schultz motioned to adjourn. Trustee Saigh seconded. The motion passed unanimously and the meeting was adjourned at 7:15 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance