

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting August 2, 2010

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on August 2, 2010 at 6:32 P.M.

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

Members Absent: None

Staff Present: Dave Cook, Village Manager; Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation, George Franco, Director of Public Services, and Amy Pisciotto, Information Technology Coordinator

Approval of Minutes – June 7, 2010

Chairman Geoga stated that the minutes from the June 7, 2010 ACA meeting were being presented for approval. Trustee Saigh recommended one small change and also questioned the procedure for referral of the Hinsdale Platform Tennis Association proposal to the Plan Commission. It was the consensus that this proposal would not come back to the ACA prior to referral, and Village Manager Cook also noted the nature of the request does not require Board action prior to a hearing by the Plan commission.

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

Monthly Reports

Treasurer's Report – June 2010

Mr. Langlois presented the Treasurer's Report for June. Mr. Langlois stated that the Village is in the second month of the new fiscal year or 16.66% through the fiscal year. Sales tax receipts continue to trend upward. Receipts were up \$9,225 or 5.3% for June and \$11,841 or 7.1% for July. This marks the seventh consecutive month of increase which is approximately 7.22%. Tear to date sales tax revenue has increased \$47,584 or 9.7% from the prior year and is above budget.

Mr. Langlois stated that income tax revenue has been down this year, and although July was up 4.6%, there had been double digit declines in the prior three months. Total income tax receipts for the first three months total \$404,694 as compared to \$462,179 for last fiscal year, a decrease of \$57,485 or approximately 12%. The state is five months behind on income tax payments. The state currently owes the Village \$634,577 in back income tax payments. Mr. Langlois stated that we are

**Village of Hinsdale
Administration and Community Affairs Committee
August 2, 2010 Minutes**

currently collecting property taxes right now, so the delayed income tax payments will not cause a cash flow problem at this time.

Mr. Langlois stated that the Food and Beverage tax receipts amounted to \$23,130 which is an increase of 13.6%. The Year-To-Date increase is 13.9%. This increase is above budget due to no increase being assumed in the 2010-11 Budget.

Mr. Langlois reported that June is first month for property tax distributions from DuPage County. Property tax collections were \$2.3 million or 41% of the \$5.57 million tax levy. Utility Tax revenues are trending upward, with year-to-date collections 13% above last year's receipts primarily due to increases in water rates and increased electric usage.

Mr. Langlois reported that Permit revenue totaled \$105,244, which is 15% lower than last year. Permit revenue for July is expected to exceed \$400,000 due to a significant payment from Hinsdale Hospital for its expansion project. In addition, the Village has received \$239,000 from the Federal government related to a drug seizure that happened more than a year ago. Those monies have to be used for new police department expenditures and can't be used a substitute for expenditures currently in the budget. Technology updates will be a likely use of at least part of the proceeds.

Mr. Langlois stated that expenses are running very close to budget. Public Safety expenditures are running ahead of the 16.67% straight line allocation due to pension expenses being recognized as property taxes are received, not based on payroll. This should balance out by the end of the year.

Trustee Schultz asked if the drug monies noted above could be utilized to fund police cars in the current year budget. Village Manager Cook stated that the cars are not eligible for those funds because it was already funded in the budget. It will benefit the Village in later years as items acquired with the drug seizure money will not have to be funded by the Village in the future. Village Manager Cook also noted that a firm has been hired to prepare a feasibility report for technology upgrades.

Trustee Geoga asked if overtime would be over budget due to the recent flooding. Mr. Langlois noted that it is still early in the budget year and that the winter season would have a greater impact on the eventual budget performance. Village Manager Cook noted that the Village provided 230 man hours during the recent flood, but at least 1/3 of the staff that assisted with the flood response were salaried staff. The Village could get up 75% of the funds back if there is a federal disaster declaration. Trustee Schultz suggested it may be possible to be reimbursed by flood insurance.

Park and Recreation Activity Report

Ms Hassett stated that the pool membership fees are very close to prior year. Pool fees will be a little short on membership revenue, but daily fees could replace some of the shortfall. Ms. Hassett also gave a recap of the July 5th parade. She reported that the event met financial targets and was very well received. Summer programs will wrap up in August and the programs will be evaluated. The “Party in the Park” was held on Friday, July 30 at Veeck Park and 180 hot dogs were served.

Ms. Hassett reported that the fall brochure will be going to the printer next week and it will be delivered as an insert in the Hinsdalean and not mailed from the Post Office. Staff continues to work with Public Services about the skate park and noted about recurring graffiti. The park needs about \$10,000 in repairs. The skate park needs more maintenance than a regular playground and doesn't have the same life as regular park equipment.

Ms. Hassett stated that staff is still waiting for the contractor to finish the drainage issue by the paddle courts. Ms. Hassett stated that football and soccer will start in August. Ms. Hassett stated that surveys will be done for camps and pool memberships. Staff is working with the Brook family to install a concrete patio, but the patio will need a permit from MWRD before it can be installed.

Ms. Hassett reported that some upgrades have been done to the lighting prediction system. Public Services has been working on installing mulch in various playgrounds. Seven truckloads have been distributed. Veeck Park is still under construction and staff continues to work with the construction company getting it ready for fall.

Ms. Hassett reported to Trustee Schultz request regarding the sports surface at Burns and that it would cost approximately \$5800. Ms. Hassett reported that the pool has had the Star Guard review and the pool received a 3 star rating. Staff did very well and was diligent with the safety standards. Swim lesson revenues have increased and were well attended. Hinsdale Swim Club used the pool on July 9-11, and although we did receive rent for the event the pool gave up quite a bit of revenue for that weekend. Hinsdale Swim Club will contribute \$4000 for new lane lines.

Trustee Saigh asked if the skateboard park was usable. Ms. Hassett stated there are some safety concerns, but if the park was not available the kids would likely skate in other areas of town. It will continue to be a maintenance issue and some of the pieces are warped. Trustee Schultz stated that if it continues to be vandalized and has high maintenance costs, that the skate park needs to be revisited. Trustee Schultz commented that perhaps the location is wrong and wondered if the park was still needed.

**Village of Hinsdale
Administration and Community Affairs Committee
August 2, 2010 Minutes**

Village Manager Cook stated that considerable resources have been put into the skate park and should be addressed to the Board. Trustee Saigh suggested bringing the issue before the Park and Recreation Commission to see if parts of it can be moved to another park or used for some other function. Trustee Schultz suggested that it has to be in a well lit area and perhaps it should have been by the Middle School. Ms. Hassett stated that the new idea for skate parks are skate stations rather than half pipes. Trustee Saigh suggested trying to salvage some of the Village's investment.

Information Technology Coordinator Report

Ms. Pisciotto gave the Technology report. In June there was a significant increase in website visitors, mostly those seeking July 5th Independence Day information. E-Hinsdale increases each month. Channel Six is currently running the parade three times per day through August 2.

Community Development Strategist Report

There was no report given as Mr. Scott was out of town and not at the meeting. Trustee Geoga asked about the letter to landlords noted in the written report. Village Manager Cook will send to all committee members.

Approval to Waive Rental Fees at KLM for the Hinsdale Garden Club

Trustee Geoga asked if there was discussion on the waiver of fees. Trustee Schultz moved approval to waive rental fees for the Hinsdale Garden Club. Trustee Williams seconded. The motion passed unanimously.

Approval of the 2010-11 Platform Tennis Fee Schedule

Trustee Geoga reported that the discussions for the new courts are being worked on and that he is working on a proposal to address the concerns of the residents of Burr Ridge. He will make a recommendation for HPTA in the near future. Trustee Geoga asked Ms. Hassett about the proposed fees. Ms. Hassett presented the proposal for a 7% increase and that the fee increase is not related to the new courts.

A larger increase would not be appropriate until the additional courts are built. There continues to be maintenance issues at the courts. Ms. Hassett stated that Parks and Recreation Commission and HPTA are aware of the fee recommendation.

Trustee Schultz cautioned that there isn't a lot of room in the fees for large increases and disagreed with Ms. Hassett that the fees have not been increased since 2004. Trustee Saigh stated that this a modest increase, this is a money making program, and asked if any surplus revenue is escrowed. Ms. Hassett stated that it is not and is used in the current Village budget. Trustee Schultz moved approval of the platform tennis fees and Trustee Saigh seconded the motion. The motion passed unanimously.

Approval of the Annual Gateway Special Recreation Association Membership

Ms Hassett explained the fee, which is funded by a special property tax. Trustee Geoga asked Mr. Langlois for his perspective in relation to the rest of the budget. Mr. Langlois explained that Gateway does not have audited financial statements. It is a tax supported organization, but they have not had an audit. Mr. Langlois stated that there are three programming “seasons” and that about 25 Hinsdale residents that use the services. The tax that is levied is exempt from the tax cap and has to be used to fund a cooperative special recreation organization. Due to this restriction, the Village can not use this tax to fund special recreation services administered here at the Village. The Gateway programs charge considerably less for user fees that similar programs here in Hinsdale, even though many of their programs also include transportation. Ms. Hassett will be the President in 2011-12 and noted they are in the process of hiring an auditor. Trustee Geoga asked about the City of Countryside’s withdrawal and the impact on the Gateway budget. Ms. Hassett stated that the budget will be affected in a few years. Trustee Geoga asked how Countryside will meet their obligation to those with special needs. Ms. Hassett stated that they have not had anyone participate and since they don’t levy the tax, they may simply pay the non- resident rates.

Trustee Schultz asked for an example of a program offered by Gateway. Ms. Hassett stated that they run all Special Olympics programs as well as day camps for special needs children. Trustee Schultz moved approval of the Gateway Association membership and Trustee Williams seconded the motion. The motion passed unanimously. Trustee Saigh asked if there was a way to increase the participation. Ms. Hassett stated that the strategy is to work with the school district to make residents more aware of this service.

Special Use of Robbins Park

Trustee Schultz moved approval of the Rotary Run at Robbins Park and Trustee Williams seconded. The motion passed unanimously.

Award of Bid #1474 to Mortenson Roofing Company, Inc.

George Franco explained where the roof work would be done and what the project entailed. Trustee Geoga asked Mr. Franco about the difference in the bid amounts. Mr. Franco explained that some of the companies bid on the whole roof being replaced instead of the repair being recommend. Only two of the companies scheduled a site visit and thee other companies estimated the cost from the ground without going on the roof. Mr. Franco stated that Mortenson Roofing has done satisfactory work at the Village before.

**Village of Hinsdale
Administration and Community Affairs Committee
August 2, 2010 Minutes**

Trustee Geoga asked how the project scope was developed. Mr. Franco noted that building maintenance staff identified the leaking areas of the roof. Trustee Schultz was concerned with the large range in prices for the repair. Trustee Saigh mentioned that he was impressed with Mortenson Roofing's strong record and other projects they have listed in their proposal. Trustee Williams moved for approval of the bid in the amount of \$96,000 to Mortenson Roofing Company, Trustee Saigh seconded. The motion passed unanimously.

Approval of the 2010 IPM Plan to Control Weeds Using the Pesticide "Tripower"

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

Adjournment

As there was no further business to come before the Committee, Trustee Schultz motioned to adjourn. Trustee Williams seconded. The motion passed unanimously and the meeting was adjourned at 7:18 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance