

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting September 7, 2010

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on September 7, 2010 at 6:34 P.M.

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

Members Absent: Trustee Cindy Williams

Staff Present: Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation and Tim Scott, Community Development Strategist

Approval of Minutes – August 2, 2010

Trustee Schultz moved approval of the August 2, 2010 minutes. Trustee Saigh seconded and the motion passed unanimously.

Monthly Reports

Treasurer's Report – July 2010

Mr. Langlois presented the Treasurer's Report for July. Mr. Langlois stated that the Village is in the third month of the new fiscal year or 25% through the fiscal year. Sales tax receipts continue to trend upward. Receipts were up 7.1% for July and 0.4% for August, which is the eighth consecutive monthly increase. Earlier in the day the Village received notice that the September sales tax number was up 14.6% from 2009. Sales tax receipts through August have increased \$48,417 or 7%. This is favorable as this revenue was projected to be unchanged in the budget.

Mr. Langlois stated that income tax revenue receipts increased 4.6% for July and 0.7% for August. Although the results for the last two months are favorable, in the aggregate this revenue had declined 13.2% for the prior five months. To further illustrate the longer-term weakness in this revenue source, the four month total is \$183,396 or 27.2% below the comparable FY 2008-09 amounts. Mr. Langlois noted that the state made two income payments in July but is still four months behind.

Mr. Langlois stated that year to date Food and Beverage tax revenue has increased 14% and continues to trend upward. The Village has collected approximately 43.8% of the Village's \$5.57 million tax levy and should be close to budget by the end of the fiscal year.

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Mr. Langlois noted that the Utility Tax Revenue is 3.6% above last year's receipts. Most of the monthly and year-to-date increase is due to higher receipts for the utility tax on water as a result of the rate increase that took effect at the beginning of the fiscal year.

Building permit revenue for the month of July totaled \$433,983, which is \$345,842 above the same period last year. Most of this variance is due to the Hinsdale Hospital expansion project. The permit revenue should be well over the budgeted amount.

Parks and Recreation revenue is very close to budget but pool memberships are below budget. Mr. Langlois stated that an increase in daily fees may offset some of the membership shortfall. There could be a \$15,000 negative variance as an increase in the number of members had been projected.

Mr. Langlois stated that most operating expenditures are still well within budget. Legal fees are well below budget for the first three months of the fiscal year. Overtime is under control with the exception of some overtime at the fire department. There is a timing variance for Public Safety due largely to the cost of Police and Firefighters' Pensions, which is recognized as property taxes received.

The Finance Commission has met and they have created a sub-committee to look into consolidation options. The Committee will be working on education information regarding the sales tax referendum. A final draft should be available in the near future.

Trustee Saigh asked Mr. Langlois about the Village investments. Trustee Saigh stated that in the last ten years, they have not done very well. Mr. Langlois noted that returns have in fact been low due to the investments markets, but the investments we do have in fact earned market rates of return and have exceeded the bench mark 90-day T-Bill rate called for in the Village's investment policy. To illustrate, Mr. Langlois described the Village's investment in a pooled fund called IMET, which has returned 2.5% for the last twelve month period. Trustee Geoga asked to what extent the Village acts as an investment manager of the funds. Mr. Langlois stated that the primary goal is for the investments to not lose principal, and we strive to maximize returns with this in mind and subject to statutory restrictions on what the Village is allowed to invest in.

Trustee Saigh also asked about the surcharge to Flagg Creek and how this is going to be tracked and returned to the Village. Mr. Langlois stated that he was not aware of the surcharge being returned to the Village as these funds had been paid by residents but would do some research and follow up him.

Park and Recreation Activity Report

Ms. Hassett stated the fall brochure was delivered as an insert in the Hinsdalean instead of being delivered by the post office. Public Services employees are working at Veeck Park to restore the ball field. Fields are being striped and prepared for the fall. The donated funds received for Brook Park will be used to purchase picnic tables but a permit is needed from MWRD before the patio can be installed.

Ms. Hassett stated that Falcon football has started at Brook Park and the residents have been notified about the schedule. OSLAD has requested some additional information regarding the grant application. If the grant application moves forward, Ms. Hassett will be asked to come to Springfield in the fall to make a presentation.

Platform tennis memberships have started coming in and that revenue will be over budget but there will be a number of maintenance expenses to the courts this year.

Ms. Hassett explained that due to continued warm temperatures, a number of residents had complained about the scheduled closures to the pool. In order to extend the pool season and hours, staff was able to open the pool from 2 -6 pm for a number of days and all patrons, including those with season memberships, were required to pay \$5 for a daily admission. The daily fees were then used to offset the additional staff costs. Ms. Hassett believes memberships are down because of the cold season last year. Day camps and pool rentals increased the pool revenue. Staff has been very cautious and should be about \$6,000 under budget. Ms. Hassett is soliciting prices for a pool facilities audit because there are a number of issues regarding the condition of the pools.

Ms. Hassett noted that she has been contacted by Clarendon Hills Park District regarding sharing pool time, especially during early season and back to school hours.

Trustee Schultz asked for an update regarding the skate park. Ms. Hassett stated that the Parks and Recreation Commission will review this issue at the next meeting. Ms. Hassett is getting a price on a closed circuit camera for the park. Ms. Hassett stated that her initial thought was to remove the pieces from service as they break. The cost for the required maintenance to the Skate Park is significant, and funding these costs will be difficult in the current budget environment. Vandalism continues to be a major concern. Trustee Schultz discussed a number of vandalism incidents and indicated that it may be time to eliminate the skate park.

Trustee Saigh asked if the pool audit would make projections on maintenance costs and repairs to the pool. Ms. Hassett estimated that the pool has approximately five years remaining in its useful life.

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Trustee Geoga noted that a proposal has been prepared to the Village of Burr Ridge regarding additional platform tennis courts at KLM. The proposal has been delivered but Burr Ridge has not yet responded.

Community Development Strategist Report

Mr. Scott stated that the review of the sign code was discussed at the EDC. The discussions were about the provisions and the theme that nothing wants to be done to change the character of the business district. Mr. Scott stated that the goal is to be able to get administrative approval for signs that are Code compliant and consistent with Village standards and not having each request go through the Plan Commission process. There will be a lot of photos and a tool kit to make it easier for applicants to understand the requirements. Mr. Scott stated that recommendations about the process can be given to the Board if they are interested. The Committee is sensitive to being business-friendly. Mr. Scott stated that they will proceed with caution but have clear standards and clear communication. Trustee Geoga asked if there is a way of having administrative approval before going to Plan Commission. Mr. Scott stated that would save the applicant \$100.

Mr. Scott stated that a catalog of EDC work is being put together as a way of compiling information of work that has been done. Some feedback has been received from property owners, which is another outlet for property owners to market vacant space. The holiday lighting contract has expired and there could be some changes to the subsequent lighting contract. Mr. Scott noted that a contract is pending for Gateway Square to modernize their tenant space.

Trustee Schultz asked about the signs and asked if the chairman of the Planning Commission can just sign off without a meeting. Mr. Scott stated the Administrative approval could be formalized.

Trustee Saigh asked about a sign for a property manager that was screwed in the brick. He asked if that complies with the current Code. Mr. Scott stated that temporary signs are to be affixed with ties and not permanent.

Trustee Saigh stated that he liked the letter that had been mailed to the business and property owners.

Approval of a Special Use Permit for Falcon Football at Robbins Park

Trustee Geoga requested a motion for the approval of the Special Use of Robbins Park for Falcon Football. Trustee Schultz moved approval and Trustee Saigh seconded. The motion passed unanimously.

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Approval of an Ordinance Amending Subsection 3-3-5G of the Village Code

Trustee Geoga requested a motion for approval for the Ordinance to change the number of liquor licenses for full service restaurants. Trustee Schultz moved approval and Trustee Saigh seconded. The motion passed unanimously.

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 7:15 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance