

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting November 1, 2010

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on November 1, 2010 at 7:33 P.M.

Members Present: Chairman Doug Geoga, Trustees Bob Saigh, Bob Schultz and Cindy Williams (arrived at 7:48 p.m.)

Staff Present: David Cook, Village Manager; Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation; Tim Scott, Community Development Strategist and Brad Bloom, Police Chief

The Chamber of Commerce item on the Agenda will be moved to the full Board on Tuesday, November 2, 2010.

Approval of Minutes – October 4, 2010

Trustee Schultz moved approval of the October 4, 2010 minutes with one correction. Trustee Saigh seconded and the motion passed unanimously.

Monthly Reports

Treasurer's Report – September 2010

Mr. Langlois presented the October Treasurer's Report. Base Sales Tax receipts for the months of September (June sales) and October (July sales) amounted to \$213,939 and \$208,307 as compared to prior year receipts of \$186,688 and \$186,061 respectively. This represents an increase of \$27,251 (14.6%) for September and an increase of \$22,246 (12.0%) for October. This marks the tenth consecutive monthly increase since posting an average monthly decline of 13% for the previous twelve months, and for the ten month period receipts in the aggregate have increased 7.75%. Year-to-date base sales tax receipts for the first six months of FY 2010-11 total \$1,158,421 as compared to \$1,060,511 for the same period last fiscal year, an increase of \$75,664 (8.6%). 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 (including local use taxes) for the first six months of the fiscal year total \$1,269,652 as compared to \$1,171,392 for last fiscal year, an increase of \$98,260 (8.4%).

Mr. Langlois explained that Income Tax revenue for the months of September and October amounted to \$89,328 and \$129,829 as compared to prior year receipts of \$82,564 and \$127,248 respectively. This represents an increase of 8.2% for September and an increase of 2.0% for October. Although the results for the last four months are favorable, in the aggregate this revenue had declined by 13.2% for the prior five months. Total Income Tax receipts for the first six months of FY 2010-11 total \$710,955 as compared to \$758,460 for last fiscal year, a decrease of \$47,405. This variance is slightly unfavorable when compared to budget as a decrease of 5% was assumed in the FY 2010-11 Budget. In order to further

illustrate the longer-term weakness in this revenue source, the six month total is \$216,072 or 23.3% below the comparable 2009 amounts.

Mr. Langlois reported that during September the State once again made two income tax payments and is now three months or \$309,294.42 behind. Although not yet current, this is an improvement from the five-month lag that was in existence at the end of June.

Mr. Langlois reported that Food and Beverage tax revenue for September amounted to \$23,859 as compared to the prior year amount of \$22,092, an increase of 8.03%. Year to date, Food and Beverage taxes earned for the first five months of the year amount to \$116,301 as compared to the prior year amount of \$106,343, an increase of 9.4%. This variance is favorable when compared to budget as no increase was assumed in the FY 2010-11 Budget.

Mr. Langlois reported that property tax collections through September amount to \$4,481,432 which is approximately 80.4% of the Village's \$5.57 million tax levy. As previously mentioned, total year to date State Sales Tax receipts for FY 2010-11 are \$1,269,652, which is 8.4% above previous year sales tax receipts and are above budget. Income Tax receipts for the first six months of FY 2010-11 amount to \$719,955, which was \$47,405 below the prior year and trending below budget.

Mr. Langlois reported that combined utility tax revenue for September was \$193,686, which is 15.2% above previous year's receipts. Year to date utility tax collections are \$900,161, which is 9.2% above the prior year. Most of the monthly and year to date increase is due to higher receipts from the utility tax on water as a result of the 31% rate increase that took effect at the beginning of the fiscal year and increased receipts on the utility tax on electric due to the 14% tax rate increase and the warm summer weather.

Mr. Langlois reported that Building Permit revenues for September totaled \$87,418, which is 23.5% above the same period last year. Year to date permit revenue is \$792,195, which is 96.9% above the prior year and it is expected will end the year well over budget. Much of this variance is due to receipt of permit revenue related to the Hinsdale Hospital expansion.

Fines consist of Circuit Court fines received from the County, as well as citations issued by the Village. For September, total Police Department fines were \$33,931, which is \$12,179 below the same period last year. For the first five months of the year revenue from fines totals \$185,208, which is 1.6% below 2009.

Park and Recreation Fees totaled \$611,599 as compared to \$602,623 for the prior year, which is an increase of 1.5%.

Mr. Langlois reported that total legal billings through September amount to \$73,427, which is tracking well below budget for the first five months of the year. He also stated that salary costs for some public safety programs are slightly above the year to date budget amount due to separation payments being made on some employees who terminated at the end of FY 2009-10. These variances are expected to level off as the year progresses. Overtime costs in the Fire Department will likely end the year over budget due to two

extended sick leave situations and one employee resignation necessitating frequent overtime coverage in order to maintain minimum manpower requirements.

Mr. Langlois reported that there will likely be a negative budget variance in part time salaries in the Public Services Department as much of the pavement patching that was scheduled to be completed during the summer was significantly delayed due to the Operating Engineers labor strike. This has necessitated the need to retain part time staff longer in the year in order to accomplish this work. This negative variance will be more than offset by positive variances in other line items.

Mr. Langlois reported that as indicated on the Summary of Corporate Fund Expenses (Page 9), the year to date percent expended for Public Safety of 47.3% exceeds the straight line allocation of 41.67%. This variance is due largely to the cost of Police and Firefighters' Pension, which is recognized as property taxes are received (primarily June and September) and do not follow a straight line spending pattern.

Mr. Langlois also reported that the State of Illinois has passed a Capital Bill that includes an additional \$500 million for local governments in the form of additional MFT distributions through 2012. On September 29, 2010 we received notice that the Governor has released the first \$100 million of these additional funds. Hinsdale's share of the first installment is \$77,908 and was received in October.

There were no questions from the Trustees regarding the Treasurer's Report.

Park and Recreation Activity Report – September 2010

Ms. Hassett presented the September activity report. Construction has started for the Brook Park patio and Ms. Hassett will work with the Brook family for the installation of the plaque. The athletic fields will be winterized and she is working with staff on the restoration of the soccer field at Veeck Park. Ms. Hassett explained the new PARC grant and potential projects that could be included. Some building repairs to the pool pump house and the electric service at the former school district building could be included. The Grant favors "brick and mortar" projects, so KLM would not qualify unless it is was a complete remodeling of the kitchen. Roof repair and tuck pointing does not qualify.

Trustee Saigh asked if the retaining wall at Burlington Park would qualify. Ms. Hassett will investigate but she doesn't believe it would. Ms. Hassett stated that the pool audit will be done this week. The Fall Festival was successful and all 500 pumpkins went. The winter/spring brochure will be in the Hinsdalean in December.

Ms. Hassett stated that the Village participated in Make a Difference Day with the Community House. Upcoming events are a Turkey Shoot on November 13, Polar Express and Santa Breakfast in December. HPTA has been sent a paddle membership list requesting it be checked for memberships of the league participants. Ms. Hassett stated that next month the pool data will be discussed including new pool fees.

Economic Development Report

Mr. Scott refrained from comments on the Sign Policy since that is separate agenda item. A photo shoot was done last Saturday and the weather was great. Holiday lighting plan and events at Burlington Park are being discussed. A new tenant will be on Hinsdale Ave where Foster toys had been. They will be seasonal at this point. Mr. Scott is working with other vendors as tenants.

Approval of Ice Rink at Melin Park

Trustee Schultz moved for approval and Trustee Williams seconded the motion. Trustee Saigh asked who was responsible if there was any damage to the park. Ms. Hassett stated that this would be the third year and the area there hasn't had significant damage. If there is any damage, staff will reseed the area where the ice rink is. Ms. Hassett stated that they do use a liner and timbers.

The Committee approved the request unanimously.

Approval of Bid #1477 KLM Cleaning to ABC Commercial

Ms. Hassett stated that this a third year contract for the current vendor. This vendor is the second lowest bid but staff is requesting that this vendor be awarded the bid because of the good service that they have provided. The lowest bidder cleans the Village hall and does a fine job, but the concern is the flexibility and familiarity with the KLM operations in light of very low potential cost savings.

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

Approval to Purchase Five (5) Replacement Unmarked Squad Cars

Chief Bloom commented on the request for the replacement of five unmarked squad cars. The current cars are 7 years old and have over 85,000 miles. They were budgeted for replacement in the next few years. Chief Bloom wants to use Federal drug seizure funds for these vehicles. That money cannot be used for current year budgeted items. The current cars would be sent to other Village departments for their use. Trustee Geoga stated that this would be good since the car replacement would not be required in future budgets. Chief Bloom commented that none of the cars would have any police markings. The Police already have the funds on hand in a separate account for this purpose.

Trustee Schultz moved approval of the squad car replacement. Trustee Williams seconded and the motion passed unanimously.

Approval of Recommendation to Refer a Text Amendment

Mr. Scott explained the complaints from businesses. He explained that the sign ordinance requests from potential businesses are administrative approval of code compliant signs and projected signs for first floor businesses. Mr. Scott stated that the six Commissioners at EDC unanimously voted to try to move this forward to the Plan Commission.

The owner of one downtown business spoke asking the Commissioners to move this ahead. She stated that a perpendicular sign for first floor businesses would be very helpful for the businesses that are still located in town.

Trustee Schultz moved approval. Trustee Saigh asked if there were already some sign types like this. Mr. Scott commented that it is not currently permitted for first floor businesses. Mr. Scott mentioned that consistency is attractive, but projecting signs can sell the business, so he would prefer a non-universal sign.

Trustee Williams seconded the motion and the recommendation passed unanimously.

Approval of a Resolution Determining Amounts of Money to be Raised through Ad Valorem Property Taxes

Trustee Geoga commented on the document and asked Mr. Langlois to explain it. Mr. Langlois stated that under the Property Tax Extension Limitation Law, the Village is required to hold a public hearing if it is going to increase its tax levy by more than 5%. The recommended 2010 Tax Levy increase will be 3.76% of which 2.7% comes from growth in the tax cap due to changes in the CPI and the remainder comes from an estimate of new construction.

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

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 8:02 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance