

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting July 12, 2011**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on July 12 at 6:34 PM.

**Members Present:** Chairman Doug Geoga, Trustees Laura LaPlaca, Chris Elder and Kim Angelo

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

**Also Present:** John Karstrand, Economic Development Commission Chairman

**Approval of Minutes – June 6, 2011**

Trustee Geoga mentioned one correction to the minutes. Trustee Angelo moved approval of the minutes with one correction. Trustee LaPlaca seconded and the motion passed unanimously.

Trustee Geoga noted that the Monthly Reports section of the agenda would be moved to the end of the meeting in order to ensure there would be enough time for the regular agenda to be addressed prior to the Village Board meeting following at 7:30 p.m.

**Approval of an Ordinance entitled “Annual Appropriations Ordinance for the Fiscal Year May 1, 2011 to April 30, 2012”**

Chairman Geoga asked Mr. Langlois to explain what this Ordinance does. Mr. Langlois explained that the Appropriations Ordinance is based on the FY 2012 Budget in addition to a contingency amount for each department and fund for unforeseen items and potential emergency purchases. Mr. Langlois noted that the contingency amounts are generally 5%-20% depending on the size of the fund/department budget.

Trustee LaPlaca moved approval of the motion. Trustee Elder seconded and the motion passed unanimously.

**Consideration of a Request for \$7500 in Financial Support for the Hinsdale Chamber of Commerce’s uniquely Thursday Outdoor Concert Series**

Mr. Karstrand explained the request. Chairman Geoga stated this is an annual request that is part of the EDC budget. The series has had good attendance and is money well spent. Trustee Elder moved approval of the request. Trustee Angelo seconded and the motion passed unanimously.

**Approval of an Application Service Agreement with CDC Cloud, Inc.**

Mr. Langlois explained the request. IDC is the financial software vendor for the majority of financial ledgers and they are the webhost for Webtrac, the software for the Parks and Recreation Department. CDC Cloud has acquired IDC and will maintain the same terms

as IDC for the two year term contract. Mr. Langlois stated that he suggests the two year contract with the option of a one year renewal after that

Trustee LaPlaca asked about the termination clause. Mr. Langlois explained how the renewal system works and the village would need to tell them if the contract would not be renewed.

Trustee LaPlaca moved to approve the motion. Trustee Elder seconded and the motion passed unanimously.

**Award of Bid #1498 to Continental Construction for Electric Service Work for the KLM Picnic Shelter Project**

Ms. Hassett stated that this Bid was a rebid of the previously rejected electrical bid. Two bids were received, but his bid was less than the first time.

Trustee LaPlaca moved approval of the request with the addition that the amount not exceed \$9,600. Trustee Angelo seconded and the motion passed unanimously.

**Approval of a License Agreement to Locate a Wireless Mesh Camera System between the Village of Hinsdale and Hinsdale Adventist Hospital and Lincoln-Chestnut LLC**

Chief Bloom explained the system and the specific placement of the cameras. The village would pay \$1 per year and there would no further cost to the village. The camera is part of the railroad system grant. These agreements are needed to allow the Village to locate camera equipment on private property.

Trustee LaPlaca moved approval of the request. Trustee Elder seconded and the motion passed unanimously.

**Monthly Reports**

Mr. Langlois presented the May Treasurers report. Base Sales Tax receipts for the month of May increased 6.9% and June increased by 10%. Just this week the Village received the July sales tax which was up \$18,631. This now marks the nineteenth consecutive monthly increase since posting an average monthly decline of 13% for the previous twelve months. Year-to-date base sales tax receipts for the first three months of FY 2011-12 total \$587,862, which is up 9.1% over the prior year. This is favorable when compared to budget as this revenue source was projected to increase 4%.

Income Tax revenue for the month of May decreased by 5.9% and increased by 6.2% in June. Total Income Tax receipts for the first two months of FY 2010-11 total \$267,278 as compared to \$271,833 for last fiscal year. This variance is unfavorable when compared to budget as an increase of 2% was assumed in the FY 2011-12 Budget.

Mr. Langlois reported that the State of Illinois had caught up a little and was three months behind in making payments as of the end of April. The Village did not receive an income tax distribution in May, meaning the state is now four months or \$473,839 in arrears.

Food and Beverage tax revenue for May amounted to \$25,021 as compared to the prior year amount of \$20,266, an increase of 23%. This variance is favorable when compared to budget as an increase of 2% was assumed in the FY 2011-12 Budget.

Approximately 90% of the Village's property tax base is located within DuPage County. For the month of May, tax collections amounted to \$25,346. Approximately 40% of the Village's \$5.76 million tax levy is expected to be received in June due to the first installment of the 2010 tax levy in Du Page County being due on June 1, 2011.

Combined Gas, Electric, Telecommunications, and Water Utility Taxes for May were \$169,371, which is 7.8% above previous year's receipts. Natural Gas was the only category that did not post an increase.

Building Permit revenues for May were strong at \$150,548, which is 81% above the same period last year.

Park and Recreation Fees totaled \$273,353 as compared to \$254,987 for the prior year, which is an increase of 7.2%. Pool revenue is the primary cause of this increase, but some of this increase may be strictly timing-related. The June results will give a better indication on pool revenues.

Mr. Langlois reported that since May is only the first month of the fiscal year, most operating expenditures for all Departments are still well within budgetary expectations. Total legal billings for the month of May amounted to \$17,530, which is tracking below budget for the first month of the year.

Mr. Langlois reported that in 2010 the State of Illinois had passed a Capital Bill that included an additional \$500 million for local governments in the form of additional MFT distributions through 2012. In September, 2010 the Governor released the first \$100 million of these additional funds. Hinsdale's share of the first installment was \$77,908 and was received in October. In January, however, the Capital bill was found to be unconstitutional by the appellate court; this put subsequent distributions in doubt and we did not assume any additional payments in the FY 2011-12 Budget. At the end of June, however, Governor Quinn announced the release of the second \$100 million installment, and just yesterday the Supreme Court ruled the bill to in fact be constitutional.

Mr. Langlois reported that effective May 1, 2011 the Police Pension Fund and Firefighter's Pension Fund have outsourced their accounting services to the CPA firm of Lauterbach and Amen. As such, data from these two funds has been excluded from most of the monthly Treasurer's Report presentations. Lauterbach and Amen will provide a comprehensive reporting package that staff will forward to Village Board on a quarterly basis.

Village Manager Cook and Mr. Langlois completed a bond rating update with Fitch Ratings, one of the two agencies that rate the Village's debt. Staff is very pleased to have maintained a AAA rating, and our outlook was upgraded to "stable" from "negative". Their comments regarding the financial condition and financial management of the Village were

very favorable, and there was a positive article about the rating upgrade in the Hinsdalean last week.

Staff has been working very hard on getting ready for the Village's annual audit, which is expected to begin later this week.

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

Ms. Hassett reported that she became aware of a state grant for summer staff. The grant was for \$42,000 for new staff between the ages of 16 – 19. Most of them are at Public Works and some are at the pool.

The parade was a success and she thanked the rest of the village departments for their help. KLM shelter work will begin and should be completed around Labor Day. The electric work for the platform tennis courts is higher than expected at approximately \$29,500. HPTA will need to reimburse the village for that expense.

The park at KLM suffered major damage with the storm. Ms. Hassett reported on Lunch on the Lawn and the participation has been good. She continues to have dialogue with AYSO for the removal of the dirt at Veeck Park. They are concerned with the field conditions for the fall.

Trustee LaPlaca said that they hope to start the project by the end of the month and the traffic pattern would be to go across the west field. Trustee LaPlaca stated that once the dirt is removed, there will be a better idea of what the field looks like.

Ms. Hassett stated that the field may not be useable until spring. Trustee Angelo asked when the fall season starts. Ms. Hassett stated that it begins around Labor Day and extends through November.

Trustee Geoga asked how long Uniquely Thursday's runs. Ms. Hassett explained the event and that the parks change each year. The Community House is sharing the cost of the event.

### **Community Development Strategist Report**

Mr. Scott reported on the EDC report. There is a new campaign to develop new ads. There is some interest in new tenants and the Taskforce has two more meetings. The topic discussed will be parking and there will hopefully be a parking recommendation at the next meeting.

Mr. Scott reported on the new Hinsdale Tribute Trees website and the First Street wall. The hope is to have the project completed before winter and the project will be going to Bid shortly.

Chairman Geoga asked if there were any tenant names that Mr. Scott could share. Mr. Scott commented that some are in the letter of intent stage so he does not want to name any of them until they are finalized. Trustee LaPlaca asked if his resources were from a

percentage of the Food and Beverage Taxes and if those numbers are up, does that give him more money to use. Mr. Scott commented that the things not included in the budget could be added if there were more funds.

Mr. Karstrand commented on the extensive projects that could be included if more money is available.

**Adjournment**

As there was no further business to come before the Committee, Trustee LaPlaca motioned to adjourn. Trustee Elder seconded and the motion passed unanimously. The meeting was adjourned at 7:19 P.M.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance