

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting February 6, 2012

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on February 6 at 7:32 p.m.

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

Staff Present: Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation and Timothy Scott, Economic Development Director

Approval of Minutes – January 6, 2012

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

Monthly Reports

Mr. Langlois presented the December Treasurer's report. Base Sales Tax receipts for the month of December increased by 6.7% and January increased by 11.4%. This marks the twenty-fifth 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 nine months of FY 2011-12 total \$1.9 million. This variance is favorable when compared to budget as this revenue source was projected to increase 4% in the FY 2011-12 Budget. Total Sales Tax receipts for the first nine months of the fiscal year total \$2,059,562, an increase of 6.6%.

During January the Village received the fourth tax distribution of the new 1% Non-Home Rule Sales tax. The amount received for December was \$135,718 and for January was \$136,963. Year-to-date collections are \$540,205, which is 61.8% of the base sales tax amount for the same four month period.

Mr. Langlois reported that Income Tax revenue for the month of December decreased by \$26,048 and a decrease of \$1,349 for January. According to the State, the large December decline is attributed to non-recurring amnesty payments as well as some other adjustments inflating the 2010 amounts. Total Income Tax receipts for the first nine months of FY 2011-12 total \$1.0 million, a decrease of \$39,297.

Mr. Langlois reported that the State did make two income tax payments during January and is back to being three months in arrears or \$345,720 behind the normal payment schedule. This was the first time that the state made the oldest and newest amounts owed.

Food and Beverage tax revenue for December amounted to \$29,488 as compared to the prior year amount of \$22,872, an increase of 28.9%. Year to date, Food and Beverage taxes earned for the first eight months of the year amount to \$212,841 as compared to the prior year amount of \$191,597, an increase of 11.1%. This variance is favorable when compared to budget as an increase of 2% was assumed in the FY 2011-12 Budget.

Property tax collections through December amount to \$5,483,336, which is approximately 95% of the Village's \$5.76 million tax levy.

Utility Taxes for December were \$165,502, which is 4.4% above previous year's receipts. Year to date utility tax collections are \$1,196,577, which is 2.6% below the prior year. The January telecom tax payment that will be reported next month is \$42,278 or 59.3% over the prior year.

Building Permit revenue for December totaled \$82,854, which is 41.2% above the amount received during the same period last year. Year to date permit revenue is approximately \$800,000, which is \$149,767 above the straight line budget allocation for this revenue source.

Mr. Langlois reported that total legal billings through December amount to \$128,618, which is tracking below budget for the first eight months of the year. Of this amount, approximately \$38,600 is reimbursable from outside parties. Although we have experienced significant declines in the cost of legal services over the last few years, these amounts will likely start to trend upward due to the costs of collective bargaining for public services employees.

Water and sewer fees for the month of December totaled \$515,467, an increase of 20.5%. Year-to-date water and sewer fees for the first eight months of the year total \$4,567,946, which is an increase of 0.3%. Mr. Langlois stated that for the last 5 months water purchases have declined by 12.1%. This compares with a decline of 7.23% in Oak Brook and 9.51% in Clarendon Hills. Based on this comparison, it would appear that much of the decline is seasonal as 2011 was the second wettest year on record. The year to date performance of water and sewer revenue, when taking into account the DWC usage decline, is encouraging. Staff expects that much of this positive result is due to strides we have made in water billing, especially the work that staff has done on indentifying slow and stopped meters. In January staff sent out another 300 letters. Staff is in the process of changing and testing another 20 older meters to ascertain meter accuracy and are also testing some commercial meters. All of this work is being done to improve our "unaccounted for" water. Within the next 45 to 60 days staff expects that they will report more comprehensively on this work along with a recommendation on how we proceed with metering and billing in the next three to five years.

Park and Recreation Activity Report – December 2011

Ms. Hassett presented the report. The Parks and Recreation Commission hosted the Sports Summit in January that was very informative. It was recommended by the Commission to have the Craft Fair at the July 4th craft fair run by the outside vendor for one more year and then it will be managed in-house. This will increase revenue significantly for the event.

Ms. Hassett encouraged the Trustees to volunteer for the Healthy Park race. Unless there is an arctic freeze in March, this will probably be the first year that there is no ice at Burns Field. The liners will be kept for next year.

Ms. Hassett is still pursuing the hiring of a Lodge manager. The Gateway board is in budget discussions to try to limit the budget increase to 1.5%, which is the same amount as the tax cap increase.

Economic Development Director Report

Mr. Scott presented his report. He presented some options and alternatives for the Burlington Park wall. Chairman Geoga stated that this project could cost about \$300,000 from the capital budget and that this would be a budget challenge. Trustee LaPlaca stated her opinion and that the project has to be done right but it is a big expense on the budget. She suggested looking to other groups for contributions.

There will be a spring time sales promotion to build upon value to potential customers. Website improvements are being explored. He explained about the environment and if there is something that can be done to make the downtown more pedestrian friendly.

Mr. Scott stated that there is some interest in tenants and there are some businesses in the works. Some of the challenge will be the use of the current buildings.

Trustee LaPlaca commented on the new stop sign on First Street and crosswalk issues. She suggested that crosswalk areas should be made no parking areas because of the visual obstruction.

Approval of an Agreement with Sikich LLP for Audit Services for Fiscal Years ending April 30, 2012 and April 30, 2013.

Trustee Elder commented on the request and how the audit has gone for the past year and the expectations for the coming year. Trustee Elder also stated that management supports the approval.

Trustee LaPlaca asked about the increased fee of up to \$3500 for a single audit. Mr. Langlois replied that this may be required due to receipt of federal grant funds. Trustee Elder moved approval of the agreement with Sikich. Trustee Angelo seconded and the motion passed unanimously.

Approval of a Recreation Agreement with Hinsdale Tennis Association for a Period of One Year at the Rate of \$7,700

Ms. Hassett explained that Tom Lockhart did provide the revenue figures for 2011. Chairman Geoga asked if the 80/20 split was acceptable to HTA. Trustee Elder asked where the flat fee originated. Ms. Hassett stated that this formula has worked for the organizations that we don't take the registration for.

Chairman Geoga pointed out a few items that need to be corrected before the Agreement is signed. Trustee Angelo moved approval of the Agreement with corrections. Trustee Elder seconded and the motion passed unanimously.

Discussion of a Liquor License Request from Walgreens (15 Grant Square) to Allow for the Sales of Spirits

Chairman Geoga mentioned that he talked to the Village Manager and the Police Chief regarding this issue. Both felt that the Board needed to be consistent. He asked about the precautions that could be put in place to limit sales to minors and consumption near the premises or in cars.

Trustee LaPlaca asked if the hard liquor could be behind the counter where a customer would have to ask for it. Trustee Angelo asked if any of the wine shops sell hard liquor. The manager from Walgreens spoke about the competitive disadvantage they have by not being able to sell hard liquor. Chairman Geoga asked if he would have any objection to the suggestions that the Trustees made.

The manager from Walgreens stated that there are no small sizes of the liquor bottles and they are willing to work with the Village for any restrictions. He stated the options that are available. Trustee Angelo stated that his concern is the location of the store and it is so easy for teenagers to walk into a pharmacy and try to purchase or steal liquor. Trustee Elder stated that he also was not in favor of the plan except for the possible revenue from the sales tax.

Trustee LaPlaca stated that there would need to be significant safeguards and is concerned that it is something that is accessible to teens from the town. Chairman Geoga suggested that a draft be put together for safeguards. Mr. Langlois stated that there would be an additional fee for selling hard liquor because it is a new license class.

Chairman Geoga stated that a draft should be done for what an Ordinance could look like. The ACA Committee could then decide at the next meeting if it should be brought to the Board. Mr. Langlois stated that it would be very limited as to the establishment that could sell the hard liquor.

Adjournment

As there was no further business to come before the Committee, Trustee Elder motioned to adjourn. Trustee Angelo seconded and the motion passed unanimously. The meeting was adjourned at 8:17 p.m.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance