

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting August 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 August 6, 2012 at 7:30 PM.

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

Member Absent: Trustee Laura LaPlaca

Staff Present: Dave Cook, Village Manager; Darrell Langlois, Assistant Village Manager; Gina Hassett, Director of Parks and Recreation; Amy Pisciotto, IT Coordinator; and Timothy Scott, Economic Development Director

Also Present: Matt Kluchenek and Susan Owens, Park and Recreation Commissioners and Ed Condin, President of the Hinsdale Swim Club

Approval of Minutes – June 4, 2012

Trustee Angelo moved approval of the minutes. Trustee Elder seconded and the motion passed unanimously with corrections requested by Chairman Geoga.

Monthly Reports

Mr. Langlois presented the Treasurers report. Base Sales Tax receipts for the month of June amounted to \$229,428 and for July \$222,993 as compared to prior year revenue amounts of \$200,806 and \$197,489 respectively. Year-to-date base sales tax receipts for the first three months of FY 2012-13 total \$646,000, an increase of 9.9%. This variance is favorable when compared to budget as this revenue source was projected to increase 3% in the FY 2012-13 Budget. Total Sales Tax receipts for the first three months of the fiscal year totaled \$706,000, an increase of 8.5%.

Mr. Langlois reported that Income Tax revenue for the month of June increased by \$10,700 and for July increased by \$12,600. For the last 5 months, income tax revenue has been up 16.6%. Total Income Tax receipts for the first three months of FY 2012-13 total \$465,000 as compared to \$397,317 for last fiscal year.

Mr. Langlois reported that the State remains three months or \$468,000 behind the normal payment schedule.

Mr. Langlois reported that year to date Food and Beverage taxes earned for the first two months of the year amount to \$46,983 as compared to the prior year amount of \$48,604. This variance is unfavorable when compared to budget as an increase of 3% was assumed in the FY 2012-13 Budget.

Mr. Langlois reported that property tax collections through June amount to \$2,563,554, which is approximately 42.3% of the Village's \$6 million tax levy. Gas, Electric,

Telecommunications, and Water Utility Taxes for the year are \$346,138, which is 5.4% above the prior year. The hot summer is expected to have a positive impact on electric and water utility tax collections over the next several months.

Mr. Langlois reported that Building Permit revenues for June were \$40,952, a decrease of 21.8%. Year to date Building Permit revenue is \$148,187, which is a decrease of 26.9% from the prior year. Park and Recreation Fees total \$405,089 as compared to \$388,209 for the prior year, which is an increase of 4.4%.

Mr. Langlois reported that as June is only the second month of the fiscal year, most operating expenditures for all Departments are still well within budgetary expectations. Total legal billings through June amount to \$36,923, which is tracking above the prior year due to labor negotiations with the newly formed Public Services union but is still tracking within budget.

Mr. Langlois stated that for the first two months of the year water revenue was tracking \$253,000 over the prior year and \$111,000 over budget, due mostly to the dry and hot summer. For the month of June water purchases from DWC were 122.5 million gallons, which is 46% over the prior year and is the highest June total since at least 2002. This should have a significant positive impact on water revenue over the next couple of months.

Mr. Langlois reported that the Village remains on track on a \$5 million sale of alternate revenue bonds that are expected to be sold on August 14 and awarded at the Board meeting later that evening. The Village bond ratings from both S&P and Fitch will be updated this week. It is expected that the average coupon rate will be a little less than 3%. In order to comply with the 10 year limitation on the SSA ordinance we have had to slow down the SSA bond sale. Staff expects to sell these bonds in November and close on or after 12/15/2012.

Trustee Angelo asked what the stage is for the Public Services negotiations. Village Manager Cook stated that there has been good progress.

Park and Recreation Activity Report

Ms. Hassett presented her report. The July 4th parade and craft fair were successful but the craft fair attendance was down due to the heat. Veeck Park is very green and there will be a meeting with MWRD. Ms. Hassett stated that the east end of the field has been retaining water.

Ms. Hassett stated that AYSO and Falcon Football have been billed for the portions of the Veeck Park field restoration they committed to pay for. The disc golf course at KLM is nearing completion and there have been a number of people that are anxious for the course to open.

Ms. Hassett commented that the summer programs are wrapping up and the pool programs are in the final weeks. Ms. Hassett stated that the Hinsdale Swim Club pays Clarendon Hills for Hinsdale member admissions during the weekend that the swim meet is held; on Sunday 263 of the Hinsdale members swam at the Clarendon Hills pool. Pool operating

results are on target, but resident swim memberships are down and daily revenue has increased. The revenue for KLM for July will be over last year.

Economic Development Director Report

Mr. Scott presented his report. The shopping locally campaigns have been recognized as award winners. The retail directory is in the final stages and Mr. Scott highlighted the new businesses that are in the construction phase. Mr. Scott explained the businesses that he is currently working with for Gateway and Grant Square. There are also some tenants interested in the office space on Ogden Avenue. Mr. Scott stated that the EDC has applied for some urban planning grant assistance to study the parking areas of the Village.

Chairman Geoga asked about the planning for the building at First and Garfield. Mr. Scott explained that details are being worked out to try to make the plan compatible with other downtown uses.

Information Technology Coordinator Report

Ms. Pisciotto presented her report. The number of "hits" on the Village of Hinsdale website remains high, especially for information regarding the pool and the July 4th event. E-Hinsdale subscriptions are slowly trending upward. Two special email broadcast were sent, one on July 3rd with parade information and the other on the cancellation of Uniquely Thursdays due to weather. Ms. Pisciotto stated that the Illinois Policy Institute completed a review of our website and we have received a score of B- regarding transparency, which is a vastly improved score and is one of the top scores in the area.

Approval of Resolution Approving a Bond Record-Keeping Policy

Mr. Langlois explained the Policy. There is an IRS form required on new bond issues that now asks if we have a written bond record keeping policy; most of what the policy states is currently being done as a common practice. Trustee Angelo moved approval of the request. Trustee Elder seconded and the motion passed unanimously.

Approval of the Community Pool Lap Lane Rental Rates

Chairman Geoga commented on his attendance at the last Parks and Recreation meeting where there was standing room only to discuss this issue. Parks and Recreation Chairman Matt Kluchenek spoke regarding the Agreement that was drafted for Hinsdale Swim Club and how the Hornets Swim Club had requested an allocation of more time, some of which is currently being used by the Hinsdale Swim Club. Chairman Kluchenek explained how a sub-committee was made to explore ways that all swim clubs could work together to use the 50 meter lanes. Staff analyzed the true costs of what the swim teams should pay.

The purpose of the meeting was to examine whether there could be time allocated to the other teams. At the meeting, the Hornets withdrew their request for additional time because things had taken a difficult turn in relations between the swim clubs. Chairman Kluchenek stated he things that we ended up for the better.

Commissioner Owens stated that she believes that it will be a win-win situation because the village will be receiving increased revenue from Hinsdale Swim Club that more

approximates the actual cost of their use and staff has come up with additional hours for the other teams.

Ed Condin of the Hinsdale Swim Club stated that they are ready to accept the new agreement, including the new, higher fees. Chairman Geoga thanked all of those that were involved in the

Trustee Angelo asked if the new rates would be phased in over the two year period. Ms. Hassett stated that only the non-resident rates will increase. He asked about the rationale behind not charging more than the \$13, if that only covers the cost. Ms. Hassett explained that the non-resident rate is double the resident rate.

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

Approval of a License Agreement between the Village of Hinsdale and the Hinsdale Swim Club for the 2013 through 2015 season

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

Approval of a Paddle Tennis License Agreement with Mary Doten for a Period of One Year at the rate of \$5,871

Ms. Hassett explained the request. This is the second year with Ms. Doten providing the paddle lessons. Language has been added to the Agreement that will require Ms. Doten to provide financial information. Staff has recommended a 3% increase to the Agreement.

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

Award of Bid #1515 for Playground and Trail Grading to Hacienda Landscaping in the amount of \$12,200

Chairman Geoga asked Ms. Hassett to remind the Commission about the funding for the projects. Ms. Hassett explained the OSLAD grant and the funds that were awarded. \$150,000 was awarded for the south shelter and staff applied for matching funds of another \$150,000 for the other improvements at KLM Park.

Design Perspectives was hired to finish the projects. Chairman Geoga stated that the work came out over the \$150,000. Ms. Hassett stated that Design Perspectives numbers were higher than expected.

Chairman Geoga stated that all of the projects will end up about \$10,000 over budget but does not want to jeopardize receiving the funds from the grant. Chairman Geoga stated that some the spreads are less than half of the high bidder and is concerned with the bidding process.

Ms. Hassett stated that she believes the projects can be finished for the bid amount. Design Perspectives has worked with these companies and there were professional plans for each

bid. Village Manager Dave Cook stated that the firms will be monitored very carefully and staff does not expect any big surprises. Ms. Hassett stated that Design Perspectives is also acting as the general contractor of the project.

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

Award of Bid #1517 for Playground Installation to Hacienda Landscaping in the amount of \$14,278

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

Award of Bid #1522 for the Lacrosse Field Grading and Drainage to McDonagh Demolition in the amount of \$73,273

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

Award of Bid #1523 for the Lacrosse Field Seeding and Blanket to Beverly Environmental in the amount of \$17,110

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

Award of Bid #1524 for the Lacrosse Field Irrigation to Muellermist Irrigation Company in the amount of \$18,430

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

Adjournment

As there was no further business to come before the Committee, Trustee Angelo motioned to adjourn. Trustee Elder seconded and the motion passed unanimously. The meeting was adjourned at 8:22 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance