

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting May 6, 2013**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on May 6, 2013 at 7:30 PM.

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

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

**Approval of Minutes – April 1, 2013**

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

**Approval of an Agreement for Assignment of Well Operation and Maintenance**

Chairman Geoga explained the request. The Village has negotiated an agreement with the current owner of the property that will allow for the closing of a village-owned well in the Hinsdale Office Park. Chairman Geoga explained that there was an agreement negotiated in 2012 with the former owner, but due to the ownership change there has been a delay in making improvements to their HVAC systems, which in the past has utilized water from the well for cooling. The issue is before the Board because the new owner is requesting the right to have the well repaired since it is currently not operational.

Chairman Geoga stated that the understanding was that the well would be closed before the end the year in 2012 and would not be used in 2013 at all. The new owner has indicated it was their understanding that they would have access to the well for a longer period of time. The agreement before the Board is in regards to when the well would be closed. Under the proposed agreement, the new owner would be given permission to use the well for a period of no longer than this year and then they would have purchase water from the Village using the regular DuPage Water Commission water supply. Under terms of the agreement MedProperties would be assigned the well for 2013 whereby they would be responsible for all maintenance costs of the well, as well as the current repair, and at the end of 2013 the well will revert back to the Village at which time it will be permanently closed. By extending this agreement MedProperties has agreed to pay for the cost of closing the well.

Bill Dvorak from MedProperties spoke representing the owner and stated that they do have the intention of not using the well past the end of the year. It will take about 4 to 6 weeks to repair the well, and during the remainder of the year they will replace the cooling towers at the property so that the well can be closed.

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

### **Discussion of a Liquor License Request**

Doug Fuller explained the request for the business. He would like to have a portion of the hardware store used as a restaurant and sports bar. The business would utilize the First Street entrance with a second floor kitchen. Two businessmen with experience in restaurant operations would be partners with him and would operate the facility. He would like to make this a family oriented place.

Chairman Geoga asked if the feedback is requested because they can't make it work with the current liquor license hours ending at 10:30 p.m. weekdays and 12:00 a.m. weekends. They explained that longer hours are needed, preferably to midnight or 1 a.m., in order to make their business model work.

Trustee LaPlaca commented that the Village Code requires that food has to be served and it could not just be a bar. She doesn't believe that many people would come in at 12 a.m. to eat food.

Chairman Geoga asked Mr. Scott what the expectations would be from the other businesses in town about later hours. Mr. Cook stated that it would up to the Board to make the decisions on whether to extend hours to other license holders on a case by case basis.

Trustee Angelo thinks that it is great idea and the requested hour changes have merit but is uncomfortable changing the liquor hours for a business that doesn't yet exist. Trustee LaPlaca stated that it has merit and that it is fair to request changes.

Chairman Geoga asked Doug Fuller if they would be ready to go if they get the hours that they want. He doesn't think that a business would want to be open after 10:30 pm during the week. The Trustees were given the opportunity to make comments if they wanted to.

Trustee LaPlaca thinks it is a great idea but is not comfortable with extending hours until 1 am. It was stated that it could be a deal breaker because many sports events go well past 10:30 pm. Trustee Elder also thinks it is a good idea but is reluctant to have hours on any day past midnight.

Chairman Geoga asked Trustee-elect Hughes for his opinion. He believes that it makes sense and does not have any issues with the time but also knows that there will be some concerns.

Trustee LaPlaca commented on language to revise the Code for the next time when the request when goes to the board. Tim Scott commented on spaces that have been available in the Village. The Trustees discussed the next steps for coming up with language for amending the Code, and that to accelerate the request and due to possible concerns from other Trustees this issue should be discussed at the next Village Board meeting.

## **Approval of the Hinsdale Chamber of Commerce 2013 Event Schedule, Display of Banners and In-Kind Services**

Mr. Scott stated that the calendar for the season was included in the packet. The one thing different is that the Chamber will no longer receive \$7500 from EDC and the other musical events are still a work in progress. This would be a non-traditional event and it would be done on a different night than Uniquely Thursdays and without alcohol.

Mr. Scott stated that the musical event would involve Radio Disney and School of Rock. Chairman Geoga commented on the use of Burlington Park for fund raisers. The Trustees want to have more information regarding this event before approving the request.

The request was amended to exclude the Radio Disney/School of Rock charity event until there is more information regarding the event. Trustee LaPlaca approved the amended request. Trustee Elder seconded and the motion passed unanimously.

## **Approval of a Resolution for the ComEd Green Region Grant**

Ms. Hassett explained the grant. This is an opportunity for a \$10,000 grant for the walk path at Veeck Park that is part of the capital budget. Trustee Angelo approved the request. Trustee Elder seconded and the motion passed unanimously.

## **Approval of Fiscal Year 2013-14 Blanket Purchase Orders in the Amount of \$1,094,920**

Mr. Langlois explained the background for the Blanket Purchase Orders. Trustee Elder moved approval of the request. Trustee Angelo seconded and the motion passed unanimously. Mr. Langlois explained that any purchase over \$500 still need three quotes and are subject to normal purchasing requirements.

## **Monthly Reports**

### **Treasurers Report**

Mr. Langlois presented the report. This report covers the eleventh month of the 2012-13 fiscal year. Mr. Langlois reported that Base Sales Tax receipts for the month of March increased by 5.1% and increased in April by 2.2%. For FY 2013, total base sales tax receipts total \$2.7 million, an increase of 5.7%. This variance is favorable when compared to budget as this revenue source was projected to increase 3% in the FY 2012-13 Budget.

Mr. Langlois reported that Income Tax revenue for the month of April increased by \$9,800. Total Income Tax receipts for FY 2012-13 amounted to \$1,515,000, an increase of 9.8%. Mr. Langlois stated that the State made a second tax distribution on April 29, shortening the delay from three months to two months, which is now \$245,000 behind the normal payment schedule.

Mr. Langlois reported that building permit revenues for March were \$81,154, a decrease of 62.8% below the prior year. Year to date Permit revenue is \$1,023,624, which is a decrease of 11.3% from the prior year.

Mr. Langlois reported that most operating expenditures for all Departments are still well within budgetary expectations. Staff will continually monitor departmental expenditures,

including overtime, and the Village Manager continues to stress the need for proper fiscal management by each department. Total legal billings through March amount to \$125,209, which is tracking well below the prior year and is tracking below budget.

Mr. Langlois reported that for the first eleven months of the year total water and sewer billing revenue was tracking at \$7.6 million, which is \$1.8 million over the prior year and \$524,000 over budget, due mostly to the dry and hot summer. For the month of March, water and sewer revenue was \$52,163 or 18% above the prior year.

Mr. Langlois reported that the budget process was recently completed and we just received notice of our GFOA financial reporting award, which is the 19<sup>th</sup> consecutive time the Village has earned this distinction.

### **Park and Recreation Activity Report**

Ms. Hassett presented her report. She reported that the summer brochure has gone out and it is busy with the pool opening. Athletic fields have had to be mowed 2 to 3 times per week due to the rain. The Parks and Rec Commission welcomed two new members but there are still 2 openings on the Commission.

The pool has been the focus and staff is being trained. Pool pass revenue has been strong and the super passes are sold out. The non-residents rates have been discounted by 20% for memberships. Ms. Hassett commented on the KLM call log. There will be a few more platform tennis expenses and there should be around \$10,000 of surplus to be applied to the unpaid court expansion costs.

### **Economic Development Report**

Mr. Scott presented his report. EDC is focusing on a springtime sales promotion. Burlington Park has had some improvements to the electrical system. Ms. Scott stated that Chief Bloom asked him about design improvement options to protect the store fronts from accidents.

Mr. Scott commented on the contractor for the wall and the paperwork has not been returned. The next closest bid price did not include the landscaping. He explained the options for the B-3 zone site and options for Ogden Avenue.

### **Information Technology Coordinator Report**

Ms. Pisciotto explained her report. Website visits are trended higher in March due to the police consolidation talks. In April the trend was higher due to the parks and recreation dept. brochure and pool information E-Hinsdale in April averaged 41% due to the special assessment form from the storm. Comcast came out and did a survey stating that we are broadcasting over fiber optic Ms. Pisciotto asked the school districts if their meetings are video taped and they are not so they can't be rebroadcasted.

**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 8:48 P.M.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance