

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting December 2, 2013

Chairman Hughes called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on December 2, 2013 at 7:30 PM.

Members Present: Chairman Hughes, Trustees Angelo, Elder and LaPlaca

Staff Present: Kathleen Gargano, Village Manager; Darrell Langlois, Assistant Village Manager/Director of Finance; Gina Hassett, Director of Parks and Recreation, Amy Pisciotto, Information Technology Coordinator and Tim Scott, Economic Development Director

Others Present: James Chen, 44 S Washington, Hinsdale

Approval of Minutes – November 4, 2013

Trustee Elder moved approval of the November 4, 2013 minutes. Trustee Angelo seconded the motion. Chairman Hughes and Trustee LaPlaca commented on changes that needed to be made to the minutes. Due to the number of changes the minutes will be revised and brought back to the next meeting for final approval.

Monthly Reports

Treasurers Report

Mr. Langlois presented the report. Base Sales Tax receipts for the month of October increased by 8.7% and for November increased by 28.1%. Year-to-date base sales tax receipts for the first seven months of FY 2013-14 total \$1,622,000, an increase of 6.6%. Total Sales Tax receipts (including local use taxes) for the first seven months of the fiscal year total \$1,778,000, an increase of 6.7%.

Mr. Langlois reported that Income Tax revenue for the month of October increased by 12.9% and for November decreased by (1.1%). Total Income Tax receipts for the first seven months of FY 2013-14 total \$979,000, an increase of 10.2%. Mr. Langlois reported that the State still is \$262,000 or two months behind the normal payment schedule.

Mr. Langlois reported that property tax collections through October amount to \$5,605,551, which is approximately 91.2% of the Village's \$6.14 million tax levy. Utility Taxes for October were \$184,731, which is 3.1% below previous year's receipts. Year to date Utility Tax receipts amount to \$1,056,288, a decrease of 6.6%. Receipts from telecommunications, electric, and water utility taxes continue to decline, and based on current projections the end of year results for utility tax revenue are expected to be \$74,000 below budget.

Mr. Langlois reported that Building Permit revenues for October were \$179,542, an increase of 141%. For the first six months of the year, total Building Permit revenue stands

at \$819,855 an increase of 65.3%. Based on current projections, the end of year results for permit fee revenues are expected to be \$135,000 above budget.

Mr. Langlois reported that operating expenditures for all Departments are still well within budgetary expectations. Staff has updated the estimated end of year amounts for most major revenue accounts. On the expenditure side, we have updated the estimates on most personnel accounts, major operating accounts, and known savings on capital projects that have already been bid/awarded or will be deferred. On a net basis, the end of year results project to an end of year surplus in the General Corporate Fund of \$580,257 which is \$521,908 greater than the amount assumed in the FY 2013-14 Budget. Most of the positive results are due to favorable budget performance on the revenue side of the budget. There are factors outside of the budget that have impacted the projections, about \$162,000 due to an increase in the IPBC deposit due primarily to favorable health insurance claims experience and \$40,000 due to expected IRMA premium savings due to our share of an interest income credit.

Mr. Langlois reported on the water meter project. There have been three interviews with firms that have submitted proposals and we hope to have a finalist selected soon. An informal audit committee reviewed last year's audit and the recommendation was to get a two year proposal from the current auditing firm. Trustee Angelo asked about the legal fees. Mr. Langlois reported that the legal fees are higher due to litigation and reimbursable legal fees and are expected to be over budget.

Park and Recreation Activity Report

Ms. Hassett presented her report. The Breakfast with Santa event will be held on December 7th and the Polar Express event will be held on December 8th. There are approximately 40 people on the waiting list for the 9 am Polar Express trip. If the weather forecast continues to predict cold weather, staff will begin making ice at the various skating areas next week.

Ms. Hassett commented that second interviews are scheduled for the vacant assistant manager position at the Lodge and hopes to have that position filled before the holidays. Staff is continuing to market weekday rentals. Ms. Hassett stated that a comprehensive report with five years of comparative data is being prepared for the Lodge and will be discussed at a future meeting.

Ms. Hassett stated that the Park and Rec Commission recommended that the daily fees for the pool be set at \$8 for residents and \$12 for non-residents. A sub-committee of the Parks and Rec Commissioners will be meeting on ways to better market the pool.

Ms. Hassett noted that at the time of her report platform tennis revenue were down slightly over the prior year but current data now shows that revenues are above the prior year. The area that continues to increase is the non-resident individual member category. The men's league data is now included as was requested by Chairman Hughes.

Ms. Hassett stated that the next brochure will be delivered on December 9. Trustee LaPlaca asked what the new name will be for the Polar Express since trademarking

prevents our continued use of that name. Ms. Hassett indicated that the event will continue and that staff will decide what the new name will be for the future.

Economic Development

Mr. Scott presented his report. Phase I of the Burlington Park wall project has been completed. There is a green protective fence up and it will be more stable once the ground is frozen. Mr. Scott has asked Public Services staff to direct snow plowing to the west as much as possible.

Mr. Scott reported that the draft CMAP Report on downtown parking alternatives should be available soon in order to begin the public discussion phase. Friday is the Christmas Walk and tree lighting ceremony. The Christmas time events in the park will continue on Saturdays until December 20. The approved increases in the number of tree lights have created some issues with the power supply.

Mr. Scott commented on his progress with new businesses.

Information Technology Coordinator Report

Ms. Pisciotto presented the report. Website visits are trending upward primarily for leaf pickup information. Ms. Pisciotto is working on removing invalid email addresses on E-Hinsdale.

Approval of an Ordinance Amending Subsection 3-3-5G of the Village Code of Hinsdale Related to the Number of Liquor Licenses to increase the number of Class B licenses from 7 to 8

Mr. Chen from 44 S Washington Street was present to ask permission for his new restaurant to have a liquor license. The primary purpose of the request is to serve liquor with meals. There is a bar area, however, it is small and principally to provide a for waiting area for a table for dining; appetizers would be available in the bar area.

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

2013 Tax Levy Documents

Mr. Langlois summarized the levy documents and explained the gross levy with a series of abatements. Pension funds are required by law to request a contribution and submit a municipal compliance report. Mr. Langlois explained that there are three sets of actuarial data used: village, state and pension fund data. All of this data is criteria for the village board to use towards determining the police and fire pension fund tax levies.

Trustee LaPlaca noted the pension fund requests are higher than the amounts calculated by the Village's actuary and wanted to know if any of the pension fund personnel would be coming to any meeting. Mr. Langlois stated that if they were coming this would be the meeting for them to attend. The State has recently established new actuarial assumptions and is very close to what the Village using for determining its tax levy.

Chairman Hughes stated that there are documents from the police and fire pension boards that are very different from what the Village wants to levy. Chairman Hughes read a letter from the Firefighters Pension Fund stating that the minimum levy needs to cover the goal of meeting 90% at the end of the 30 year period. The village levy does accomplish that.

Trustee LaPlaca noted that the State calculated amounts are now very close to the Village tax levy proposal, which supports the reasonableness of the Village calculations further.

Approval of an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year of the Village of Hinsdale, IL commencing on May 1, 2013 and ending on April 30, 2014

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

Resolution abating the tax hereto levied for the year 2013 to pay the principal of and interest on \$3,045,000 General Obligation Bonds (Library Fund Tax Alternate Revenue Source), Series 2006, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

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

Resolution abating the tax hereto levied for the year 2013 to pay the principal of and interest on \$3,500,000 General Obligation Bonds (Water and Sewerage Systems Alternate Revenue Source), Series 2008, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

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

Resolution abating the tax hereto levied for the year 2013 to pay the principal of and interest on \$1,425,000 General Obligation Bonds (Alternate Revenue Source), Series 2011, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

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

Resolution abating the tax hereto levied for the year 2013 to pay the principal of and interest on \$5,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2012A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

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

Resolution abating the tax hereto levied for the year 2013 to pay the principal of and interest on \$2,710,000 General Obligation Refunding Bonds (Library Fund Tax Alternate Revenue Source), Series 2013A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois

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

Approval of an Ordinance for the Levy and Assessment of Taxes for the Fiscal Year Beginning on May 1, 2013 and ending on April 30, 2014, in and for the Village of Hinsdale Special Service Area No. 9 – Localized Drainage Solution

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

Approval of the Construction of an Ice Rink at Brook Park by Hinsdale Residents

Ms. Hassett explained the request and stated that a similar request by residents to put a temporary skating rink in Melin Park has been approved in previous years. The proposed rink would be placed in the detention area of the park.

Trustee Angelo asked about liability since it is on village property. Mr. Langlois explained that the village insurance requires that it be constructed safely but nothing else. Ms. Hassett has told the residents that there will not be extra lights and the village will not store anything.

Trustee LaPlaca asked if there would be any damage to the field. Ms. Hassett stated that it is not in a high quality area. The residents that are making the request are close to that area and staff has made it clear that it is open for all residents. Trustee LaPlaca stated that a letter to the residents should be sent to the residents in the area notifying them of the request.

Trustee LaPlaca moved approval of the request with the stipulation that letters are sent to the residents near Brook Park. Trustee Elder seconded the request and the motion passed unanimously.

Staff Update Regarding the Proposed Walking Path at Veeck Park

Price estimates of various surface alternatives were presented and Trustee LaPlaca stated that of these the crushed limestone seemed to be a good alternative and safer surface. Chairman Hughes commented about the commitment to the residents that a walking path could be installed, but noted that safety concerns would be weighed. Ms. Hassett stated that \$35,000 is budgeted for the project. Trustee LaPlaca stated that she would like to use any extra funds not needed for the walk path on the landscaping on the Burlington Park wall. Ms. Hassett will get proposals for the installation of the walking path but noted that due to weather considerations the installation may not occur until spring.

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 8:28 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance

DL/lc