

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting January 13, 2014**

Chairman Hughes called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on January 13, 2014 at 6:31 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, and Tim Scott, Economic Development Director

**Approval of Minutes – November 4, 2013**

Trustee Elder moved approval of the November 4, 2013 minutes. Trustee LaPlaca seconded and the motion passed unanimously.

**Approval of Minutes – December 2, 2013**

Trustee Elder moved approval of the December 2, 2013 minutes with corrections requested by Trustee LaPlaca. Trustee Angelo seconded and the motion passed unanimously.

**Monthly Reports**

**Treasurers Report**

Mr. Langlois presented the report. Base Sales Tax receipts for November increased by 28.1%, December increased by 0.9% and January is up 14.7%. Year-to-date base sales tax receipts for the first eight months of FY 2013-14 total \$1,848,834 an increase of 5.9%. This variance is favorable when compared to budget as this revenue source was projected to increase by 3% in the FY 2013-14 Budget. Total Sales Tax receipts (including local use taxes) for the first eight months of the fiscal year total \$2,028,307, an increase of 6%.

Mr. Langlois reported that Income Tax revenue for the month of November was down 1.1% and was down 4.3% for December. Total Income Tax receipts for the first eight months of FY 2013-14 total \$1,062,767, an increase of 8.9%. The State is still \$188,000 or two months behind the normal payment schedule.

Property tax collections through October amount to \$5,767,027, which is approximately 93.8% of the Village's \$6.14 million tax levy.

Utility Taxes for November were \$159,208, which is 11.4% above previous year's receipts. Year to date Utility Tax receipts amount to \$1,222,348, a decrease of 4.0%. 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.

Building Permit revenues for November were \$101,343, a decrease 14.9%. For the first seven months of the year, total Building Permit revenue stands at \$921,197 an increase of

42.9% over the prior year. Based on current projections the end of year results for permit fee revenue is expected to be \$135,000 above budget.

Total legal billings through of November amount to \$145,327, which is tracking above budget for the first seven months of the year due to over \$24,000 in reimbursable legal fees being incurred so far this year as well as \$37,000 of costs related to the MIH litigation.

The EPS Committee has reviewed a staff request that will result in spending approximately \$24,000 over the budgeted amount for tree and stump removal due to an increase in the number of tree impacted by EAB. This additional cost will be offset by savings in other areas of the Public Services budget.

The unusually large number of snow and ice events that have occurred in December and early January will result in several negative budget variances. Public Services overtime will be over budget as through January 10, 2014 total overtime costs are approximately \$63,000 of which approximately \$52,000 of this amount is attributable to snow and ice removal. As a point of comparison, at the same point of the year last year we had spent only \$4,600 on overtime and in the year prior had spent only \$10,700. The budget amount for this account is \$60,000, so it is likely that this account will end the year \$20,000 to \$40,000 over budget. Likewise, the budget amount of \$30,000 in account for chemicals will likely be exceeded by \$25,000 to \$35,000 due to the need to purchase additional salt beyond the budgeted amount.

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

Ms. Hassett presented the report. Some activities in January had to be cancelled due to the extreme cold weather. There are five basketball teams in the men's league and program registrations are beginning for the spring. The ice rink maintenance has been challenging because of the snow as public works employee's primary responsibility is snow removal. The Police Department may be able to help with opening the warming house. The Melin Park ice rink is open but the residents at Brook Park have not installed the rink.

Ms. Hassett reported that a new assistant lodge manager has been hired to help with bookings. Ms. Hassett reviewed the pool report with the Committee and a new daily fee structure has been suggested. The Parks and Recreation Commission would like to budget for a climbing wall at the Community Pool. The contract for the concession stand vendor has expired and bids will go out for the upcoming season. Platform tennis has had some issues with the weather and there has been an increase in non-resident revenue.

Some of the Trustees mentioned that they heard that Ruth Lake and LaGrange have had discussion about putting in platform tennis courts. Ms. Hassett explained that in order to have league play four courts would need to be constructed and that the cost of the courts would be expensive. Ms. Hassett explained why the number lifetime members were below the prior year.

### **Economic Development**

Mr. Scott presented his report. He is preparing bids for sign replacement. There is a report included in the packet on the parking study. Once the recommendations are accepted, it

will be presented to the community. Final attendance was down for the downtown holiday events primarily due to the weather. Mr. Scott is working with Public Services regarding electrical issues on the light poles.

Mr. Scott reported that Rotary Club approached him about doing a fall event that would replace the concerts and he will keep the Trustees informed of the progress. Mr. Scott commented on some new businesses in the downtown. Several restaurants are in the permit process. Mr. Scott stated that he is close to having a development proposal in the area on Ogden between York and 294.

Trustee LaPlaca asked about the proposed Fullers restaurant space. Mr. Scott commented that there will be a new downtown tenant that will need a special use permit. Mr. Scott also stated that the Gap location second floor will need improvements for accessibility.

**Acceptance of a Proposal from Sikich, LLP to Provide Professional Auditing Services for Fiscal Years Ending April 30, 2014 and April 30, 2015.**

Mr. Langlois explained the request and that the Village is happy with the services of Sikich. Mr. Langlois explained that the library will no longer be part of the Village audit report and the fee will be higher because of having separate reports. In two years there will be new pension reporting standards that will have a large impact on the Village's financial statements.

Trustee Angelo asked if the village has the same audit personnel each time. Mr. Langlois stated that the current partner has worked on the Village audit for about three years. Mr. Langlois believes there is value in keeping the same firm for the next few years through the implementation of the new pension reporting standards. Mr. Langlois reported how the audit fee works for the library.

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

**Approval of a Resolution Approving and Authorizing Execution of a Lease for the Use of Space on the Village's Water Tower for Antennas and Related Equipment between the Village of Hinsdale and New Cingular Wireless, PCS, LLC.**

Mr. Langlois explained the request. The Village board has approved the request from a zoning standpoint and the lease terms are consistent with the other cell tower leases that the village has with other carriers. The high school has approved the request since the water tower is located on high school property.

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

**Approval of an Ordinance Amending Subsection 7-4B-2(A) of the Village Code of Hinsdale Regarding Water Rates**

Mr. Langlois explained the request. There will be an 18% increase in water rates from DuPage Water Commission in 2014 which will require a 7.9% increase in Hinsdale's rates in order to pass the increased cost along to the residents.

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

**Approval of the 2014 Community Pool Daily Rates of \$8 for Residents, \$12 for Non-Residents and the fee of \$70 for the 10-Visit Pass**

Ms. Hassett explained the request. These fees would be in line with Clarendon Hills rates and would keep up with the current market. The 10-visit fee is based on the daily rates, so the fee would be increased to \$70 for all customers.

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

**Approval of a Proposal from Illinois Pump, Inc. in the Amount of \$15,986 for the Repairs of Pumps at the Community Pool**

Ms. Hassett explained the request. The budget includes \$20,000 for pumps repairs as pumps 2 and 4 are due for service. The summary of the RFP process was explained.

Trustee Elder asked what vendor was used in the past. Ms. Hassett stated that Lane Western has done a lot of work in the past. Trustee Elder moved approval of the request. Trustee Angelo seconded and the motion passed unanimously.

**Discussion of a Potential Lease of the Building at KLM Park (formerly used by the Hinsdale Center for the Arts) to the Chicago Red Stars Women's Professional Soccer Team**

Chairman Hughes explained the request. Mr. Langlois explained that the building has been vacant since 2012 and that it had been rented to HCA at no cost with a \$50,000 donation from the village. Taking the building back to residential use would require many improvements for the building to be inhabitable. The amount of improvements would be close to \$120,000. The village currently pays the utilities and it is used for some storage currently.

Chairman Hughes asked the Trustees for their opinions regarding use of the building. Ms. Hassett explained how the building is set up and fire suppression would be the big cost of about \$40,000. If showers were installed, that would not be beneficial except for dorm use.

Mr. Langlois stated that of the \$120,000 cost, only about 1/3 would be occupancy related. Ms. Hassett stated that fire suppression is not required for a business use but would be required if it was to be a dormitory.

Trustee Elder was concerned with how many would be living there, number of cars and disruption to the park. Chairman Hughes asked if the property tax status changes because

it would be rented. Mr. Langlois explained how the tax situation would work and that in due course property taxes would be assessed on this building.

Trustee LaPlaca commented that the improvements to the facility would be an advantage but we need to be creative for the use of the building. There is so much potential for the building to bring people into the park.

Trustee Angelo stated that the five year lease term is too long and would prefer a three year term. Chairman Hughes stated that it is an unused deteriorating asset and that is never good for a building.

Mr. Langlois asked if the village is willing to do any improvements to make it a fair market rent. Chairman Hughes stated that improvements should be pursued for the future and do not let this building off of the radar.

**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 7:33 P.M.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance

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