

VILLAGE OF HINSDALE
Administration and Community Affairs Committee
Minutes of the Meeting September 6, 2011

Trustee LaPlaca called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on September 6 at 6:05 PM.

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

Members Absent: Chairman Doug Geoga

Staff Present: David Cook, Village Manager, Darrell Langlois, Assistant Village Manager, and Timothy Scott, Economic Development Director

Also Present: Peter Sfikas, Firefighters' Pension Fund member; Carolyn Clifford, Firefighters' Pension Fund Attorney; and other members of the Firefighters' Pension Fund

Approval of Minutes – August 9, 2011

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

Monthly Reports

Mr. Langlois presented the Treasurer's report. This report covers July, the third month of the 2011-12 fiscal year.

Base Sales Tax receipts for the month of July increased by 10.4% and August increased by 3.8%. This marks the twentieth 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 four months of FY 2011-12 total \$792,963 an increase of \$56,788. 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 (including local use taxes) for the first four months of the fiscal year total \$875,632 which is an increase of 8.56%.

Mr. Langlois reported that Income Tax revenue for July decreased by \$2,822 and August increased by \$2,358. Total Income Tax receipts for the first four months of FY 2011-12 total \$486,779, a decrease of \$5,019. This variance is unfavorable when compared to budget as an increase of 2% was assumed in the FY 2011-12 Budget.

Mr. Langlois reported on the delay in income tax payments from the State of Illinois. The State did make the May income tax payment in August, keeping the delay at three months. The State remains \$319,882 in arrears on payments owed to Hinsdale.

Mr. Langlois reported that the Food and Beverage tax revenue for July amounted to \$21,583 as compared to the prior year amount of \$24,147. Year to date, Food and Beverage taxes earned amount to \$70,187 an increase of 3.9%. This variance is favorable when compared to budget as an increase of 2% was assumed in the FY 2011-12 Budget.

Mr. Langlois reported that approximately 90% of the Village's property tax base is located within DuPage County. Property tax collections through June amount to \$2,627,375 which is approximately 45.6% of the Village's \$5.76 million tax levy.

Mr. Langlois reported that Utility Taxes receipts for July were \$178,061, which is 2.4% below previous year's receipts. Year to date utility tax collections are \$506,501, which is \$963 above the prior year.

Mr. Langlois reported that Building Permit revenue for July totaled \$67,224, which is significantly below the amount of \$433,983 received during the same period last year whereby the Village received significant non-recurring permit revenue from Hinsdale Hospital related to its expansion project. Year to date permit revenue is \$270,086, which is \$24,771 above the straight line budget allocation.

Mr. Langlois reported that since July is only the third month of the fiscal year, 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.

Mr. Langlois reported that total legal billings through July amount to \$53,865, which is tracking below budget for the first three months of the year. Effective May 1, 2011 the Police Pension Fund and Firefighter's Pension Fund have outsourced their accounting services to the CPA firm of Lauterbach and Amen. As such, data from these two funds has been excluded from most of the monthly Treasurer's Report presentations. Lauterbach and Amen will provide a comprehensive reporting package that Mr. Langlois will forward to the Village Board on a quarterly basis.

Mr. Langlois reported that the severe storms occurring in June and July will likely result in unbudgeted costs in excess of \$110,000 contained in a number of various line items in the Public Service Department. During the year we will look to find offsets in as many line items as possible but we may need to utilize part of the \$200,000 contingency.

Water and sewer fees for the first three months of the year total \$1,275,214 as compared to the prior year amount of \$1,575,038. The primary cause of this variance is a decrease in consumption due to the wet spring weather. This decrease is supported by a decrease in gallons purchased from the Du Page Water Commission; April gallons purchased declined by 16.68% and May gallons purchased declined by 14.33%. It is expected that this we will result in a decrease of \$60,000 in the amount paid to DWC. Beginning in June, 2011 we have been vigorously pursuing a number of accounts that we believe have slow and stopped meters that so far has resulted in over 125 meters being changed and we still have a

number of other accounts to address. We expect this to have a noticeable change in water billings over the remaining nine months of the year.

Trustee LaPlaca asked why there were 10 extra reading dates in July 2010 compared with July 2011 as indicated in the treasurer's report memorandum. Mr. Langlois explained that the number of reading days can vary cycle to cycle dependant on the schedule of the meter reader and in the prior year he had been behind due equipment malfunction and caught up in July resulting in extra meter reading days.

Park and Recreation Activity Report – July 2011

Ms. Hassett was not present, so Village Manager Cook commented on some of the highlights of the report. Mr. Cook stated that 600 truck loads of dirt have been removed from Veeck Park and staff is now receiving quotes to distribute the remaining dirt. The work at the paddle courts continues and there will be a meeting with HPTA on the cost overruns and how those will be repaid.

Work has also begun at the picnic shelter at KLM. Trustee LaPlaca stated that she has reached out to AYSO to coordinate the final restoration of the soccer fields. She believes that AYSO wants some kind of drainage before it is seeded.

Community Development Strategist Report

Mr. Scott presented his report. The First Street wall went to Bid and there were no bidders. The project will be rebid to include the names from the Public Services Department bidders list used for the tuck pointing project.

EDC advertising campaign was launched and Mr. Scott is working on the on-line version. There will be a new business at 23 S Washington that should be open for the holiday season. An apparel company out of New York will be located near the old Schoens store. There will again be a toy store in the old Foster building for the holidays.

Mr. Scott reported that the Tribute Tree website is now active. Trustee LaPlaca asked about the holiday lights. Mr. Scott is preparing the information.

Approval and Award of Bid #1500 for Repairs to the Tennis Courts and Basketball Courts at Brook Park to First Impressions, Inc.

Trustee LaPlaca stated that there were two bidders and the low bidder was under budget. Mr. Cook explained that the cleaning of the courts is not included in this award.

Trustee Elder recommended approval of the Award of Bid 1500. Trustee Angelo seconded and the motion passed unanimously.

Firefighters Pension Fund Presentation

Mr. Sfikas reported to the Committee on the funding of the Pension Fund. He stated why cooperative efforts are important in arriving at a funding decision. Ms. Clifford explained the funding history and how the Village contribution was arrived at for FY 2011-12.

Mr. Sfikas suggested a meeting with the Fire Pension Board and the Village Board to prepare for the December tax levy. The meeting would be to educate all board members, review all of the assumptions to be used, engage in dialogue from advisors and discuss various assumptions. The goal would be to have a funding approach that would meet the funding of the Pension.

Trustee LaPlaca asked if there could be a copy of the power point presentation. Trustee LaPlaca stated that this is a great first step and an education for looking at the information. The information will be discussed at whatever Committee level is appropriate. Ms. Clifford explained how important the decisions are that have to be made to be ready for the next tax levy.

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 6:39 P.M.

Respectfully Submitted:

Darrell Langlois
Assistant Village Manager/Director of Finance