

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting November 5, 2012**

Chairman Geoga called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on November 5, 2012 at 7:35 PM.

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

**Staff Present:** David Cook, Village Manager; Darrell Langlois, Assistant Village Manager and Gina Hassett, Director of Parks and Recreation

**Staff Absent:** Timothy Scott, Economic Development Director

**Also Present:** Robin Gabriel, part owner of the Shell Gas Station on Ogden

**Approval of Minutes – October 1, 2012**

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

**Monthly Reports**

Mr. Langlois presented the Treasurers report. Mr. Langlois referred to page seven of the report regarding the timing of the police and fire pension contributions from the property tax levy. He also noted that the report for October will have year-end estimates for most major accounts, including salary accounts and capital projects. The special service area bonds will be sold on November 20<sup>th</sup>.

**Park and Recreation Activity Report**

Ms. Hassett presented her report. Two sub-committees have been formed, one to review the Village's participation in Gateway Special Recreation Association and one to review the agreements with various sports organizations in the Village. Due to weather the fall festival was held indoors; the disc tournament went well and the course is getting a lot of use. The Village of Burr Ridge has asked for some field drainage improvements as part of the lacrosse field re-grading project. Polar Express and Santa Breakfast will be held in December. The winter brochure will be delivered to residents in early December.

Ms. Hassett stated that KLM bookings are down from last year, but staff is working hard to secure more bookings. Chairman Geoga asked about the memberships being down for platform tennis. Ms. Hassett expects that there will be some more revenue from league members. Chairman Geoga stated that the expansion of the KLM platform facility was premised upon user growth which does not appear in the figures, which is a significant issue since the cost of the project exceeded HPTA funds and HPTA still owes the Village for a portion of those project costs.

### **Economic Development Report**

Mr. Scott was not present. Mr. Cook stated that some of the items included in his report are action items later in the agenda.

### **Approval of a Contract to Provide Decorative Lighting for the 2012 Holiday Season to Bright Ideas, Inc. in the amount of \$19,988**

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

### **Approval of a Resolution Accepting Planning Staff Assistance Services Delivered by the Chicago Metropolitan Agency for Planning**

Mr. Cook explained the required resolution for the grant. Trustee Angelo stated that the Downtown Task Force will be the lead group in the process. Trustee Angelo moved approval of the request. Trustee Elder seconded and the motion passed unanimously.

### **Approval of Request from the Hinsdale Chamber of Commerce for Closure of First Street from Washington Street to the Alley East of Washington from 3:00 pm to 8:30 pm on November 30, 2012 in order to safely accommodate a Christmas Walk Attraction**

Mr. Cook explained the recommendation and the issue with the trackless train that is used for the event. Trustee LaPlaca moved approval of the request. Trustee Elder seconded and the motion passed unanimously.

### **Approval of the Fifth Amended Articles of Agreement between the Members of the Gateway Special Recreation Association**

Ms. Hassett explained the Agreement and that the only change in the Articles of Agreement was due to Countryside withdrawing from Gateway.

Chairman Geoga expressed his concerns regarding Gateway SRA and that he would like to see the by-laws changed for a number of other items, in addition to the removal of Countryside, before he could vote yes to a revised Agreement. Trustee Angelo agreed that saying no would send a message. Mr. Cook stated that one of the things that may be easiest to accomplish is to change their fiscal year to the calendar year.

Trustee LaPlaca moved disapproval of the request. Trustee Elder seconded and the motion passed unanimously. The request will go to the Consent Agenda at the Board meeting as a denial. Ms. Hassett explained why Countryside dropped out of Gateway SRA.

### **Consideration of a Request from Hinsdale Shell Food Mart to Change the Start Time for the Sale of Beer and Wine on Sundays from 12:00 noon to 10:00 am**

Ms. Gabriel explained the request and how the competitors in neighboring towns all start selling earlier, and many customers have requested to purchase earlier on Sundays, especially during football season. Chairman Geoga asked if this change would only impact Shell and BP, the other license holder in this classification. Mr. Cook stated that the hours need to be standardized for all classes. The Committee was in agreement that there was a need to standardize the hours and that the 10:00 am start time should be accommodated. Staff will prepare an ordinance that to accomplish this.

### **Approval of a Resolution Determining Amounts of Money to be Raised through Ad Valorem Property Taxes**

Mr. Langlois explained the tax levy process. The step requested would be to set the preliminary levy at the 3% CPI increase in the levy allowed by the tax cap, as well as incremental revenue can be received from new construction. The overall levy increase would be approximately 3.6%. Outside of the tax cap there is \$70,000 for the special recreation tax and \$32,000 for a portion of the fire pension levy that is attributable to a benefit for widows that was awarded several years ago.

The village levies the tax for the library and there is no change in what is levied for. The pension levies are based on a draft recommendation from the Village's actuary; we expect to receive a funding request from both pension funds prior to the adoption of the final levy in December.

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

### **Approval of the Village's Comprehensive Annual Financial Report and Management Letter for the Year Ended April 30, 2012**

Chairman Geoga explained the report. Chairman Geoga thanked staff for the good job done. Mr. Langlois noted that in the Management Letter there is an issue regarding a sales tax advance payment that was made by the State over 20 years ago; it was recommended by the auditor that the Village recognize this payment as revenue in the current fiscal year. This will have a one-time positive impact on sales tax revenue and fund balance in the General Fund.

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

### **Discussion and Update on the Finance Commission Review of the Staff Presentation on Water Meters and Water Meter Reading Systems**

Mr. Langlois commented on the report about unaccounted for water. There is a variance at an unacceptable level. Most of the water meters are over 20 years old and staff reports and testing seems to indicate that old meters are the largest cause of the problem. It would take 6 – 8 years to change the meters in-house; consideration should be give to hiring a contractor to change the meters out in a much shorter period of time.

Mr. Langlois explained how difficult it is to get meter reading devices because of the old technology. To replace the meters and reading system, it will cost approximately \$1.9 million. This would be a benefit to the village and the life expectancy would be 20 years. The Finance Commission has studied this issue in detail and indicated that that the comprehensive replacement of water meters and the water meter reading system was the best solution.

There was discussion with the Trustees and Mr. Langlois regarding the issue and how the residents would be contacted. It was the consensus of the Committee to concur with the recommendation of the Finance Commission; Mr. Langlois will prepare a request for consideration by the Village Board to authorize the issuance of an RFP for the project and to arrange financing.

**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 8:42 P.M.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance