

**VILLAGE OF HINSDALE**  
**Administration and Community Affairs Committee**  
**Minutes of the Meeting September 3, 2013**

Chairman Hughes called the meeting of the Administration and Community Affairs Committee to order in the Board Room of the Memorial Building on September 3, 2013 at 6:33 PM.

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

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

**Approval of Minutes – July 16, 2013 and August 5, 2013**

Trustee Elder moved approval of the July 16, 2013 minutes. Trustee LaPlaca seconded and the motion passed unanimously with Trustee Angelo abstaining. Trustee LaPlaca moved approval of the August 5, 2013 minutes. Trustee Elder seconded and the motion passed unanimously.

**Monthly Reports**

**Treasurers Report**

Mr. Langlois presented his report. Base Sales Tax receipts for the month of July posted an increase of \$15,300 and an increase of \$23,300 for August. Year-to-date base sales tax receipts for the first four months of FY 2013-14 totals \$907,000, an increase of 3.7%. This variance is slightly favorable when compared to budget as this revenue source was projected to increase 3% in the FY 2013-14 Budget.

Income Tax revenue for the month of July increased by \$6,600 and \$3,200 for August. Total Income Tax receipts for the first four months of FY 2013-14 total \$626,000 as compared to \$555,000 for last fiscal year. This variance is favorable when compared to budget as no increase was assumed in the FY 2013-14 Budget.

Food and Beverage tax revenue for July amounted to \$35,000 as compared to the prior year amount of \$32,700. Year to date Food and Beverage taxes earned for the first three months of the year amount to \$86,600 as compared to the prior year amount of \$79,700.

Combined Gas, Electric, Telecommunications, and Water Utility Taxes for July were \$168,000, which is \$22,000 below previous year's receipts. Year to date Utility Tax receipts amount to \$500,000, a decrease of \$37,000. Building Permit revenues for July were strong at \$115,319. For the first three months of the year, total Building Permit revenue stands at \$308,000, an increase of \$114,000.

Park and Recreation Fees totaled \$497,286 through July as compared to \$481,122 for the prior year. Due to cooler summer weather, a number of pool revenue categories will likely end the year below budget.

For the first three months of the year, total water and sewer billing revenue was tracking at \$1.56 million, which is about \$450,000 below the prior year and is below budget. Water purchases for the last 3 months are 21% below 2012, so much of the decline can be tied to a decrease water consumption due to seasonal factors.

Total legal billings through June amount to \$34,567, which is tracking above budget for the first two months of the year. Most of the increase is due to \$11,700 in reimbursable legal fees being incurred this year. At the time of the preparation of this report staff did not have the July legal bill, so the July amount has not been reflected in the data.

Mr. Langlois stated that due to the need to take down a large number of ash trees extra funds will be needed for tree removal and stump grinding. Public Works is in the process of estimating how much extra will be needed. Mr. Langlois also reported that on Monday the air conditioner unit at the Police and Fire Department failed; this will cost about \$25,000 to repair.

Mr. Langlois stated that the RFP for the water meter replacement program will go out in the next week. Proposals will be due in early October and hope to have an award in November. Once we have an idea on pricing we will begin selling bonds for the project.

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

Ms. Hassett presented her report. The seeding of the KLM lacrosse field is nearing completion. The resurfacing of the KLM and pool parking lot have gone out to bid, with bids being due September 11. Engineering and Public Services assisted with preparing the bid specifications. The concrete disc golf tee pads will be installed later this month. The Wellness House has requested a yoga area just south of the Wellness House.

Staff is working with Hinsdale Little League on a new field usage agreement. The prior agreement was for a 20 year term and is very general in nature and does not stipulate responsibilities. The KLM Lodge revenue is up \$33,000 over last year and staff continues to make sales calls.

Platform tennis memberships are beginning to come in. The pool revenue is \$14,000 under budget primarily due to the cool weather. Staff will be preparing a final financial recap. Ms. Hassett noted that a number of lap swimmers are unhappy when the pool closes during the week and the end of August and several incidents with staff have occurred because of this..

Trustee Angelo asked if those swimmers were aware of the hours. Ms. Hassett explained that they are aware of the hours and have to sign a box that shows that they know the hours, but they still don't like it. They don't understand why they can't swim during the time that the private renters were there.

### **Economic Development Report**

Mr. Scott presented his report. EDC met and launched the advertising campaign. The liquor code is being revised and will be brought back to the Committee. Trustee LaPlaca asked when Fullers will bring in an liquor license application. They hope to open by Thanksgiving.

Mr. Scott is working on the window and temporary signs regulations. Burlington Park electric service has been consolidated and the pole can come down. There is a restaurant plan for the Zak's Place space. Trustee LaPlaca asked about awnings with signs. Mr. Scott stated that has not changed and will be incorporated into exterior appearance standards.

### **Approval of a Resolution Appointing a Delegate and Alternate Delegate to the Intergovernmental Risk Management Agency**

Mr. Langlois explained the request. Since there is a new village manager and Ms. Gargano is very involved with IRMA, she would like to continue as a delegate. Currently Mr. Langlois is the delegate.

Trustee LaPlaca moved approval of Kathleen Gargano as the delegate and Mr. Langlois as the alternate delegate. Trustee Elder seconded and the motion passed unanimously.

### **Approval of a Resolution Naming Harris Bank as a Designated Depository Designation of Authorized Officers and Authorized Activities**

Mr. Langlois explained the request. This request would replace Dave Cook with Kathleen Gargano on Village banking agreements.

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

### **Approval of an Ordinance Amending Title 2 (Boards and Commissions) Chapter 5 (Park and Recreation Commission) of the Village Code of Hinsdale Relative to Park and Recreation Commission Membership**

Mr. Langlois explained the request and finding nine members is difficult for the Commission.

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

### **Recommend Annulment of a Bid Award to Wilson Ware Group, Waiving of Competitive Bidding, and Approval of a Contract with King's Landscaping in an Amount not to Exceed \$204,022.55 to Construct the Masonry Wall in Burlington Park**

Mr. Scott explained the request. The original bidder is unable to complete the project because of flooding from the spring. King's Landscaping was the second lowest bidder. The landscape phase will need to be rebid as the second phase.

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

**Approval of the Closure of Village Place Adjacent to Hinsdale Bank & Trust on October 5<sup>th</sup> from 8 a.m. until 3:30 p.m. for Hinsdale Bank & Trust's Annual Oktoberfest**

Mr. Scott explained the annual request. Trustee Elder moved approval of the request. Trustee Angelo seconded and the motion passed unanimously.

**Discussion as to whether to Proceed with the Walking Path at Veeck Park**

Ms. Hassett explained the capital plan for the walking path. There was money allocated for this in the 2010 Budget but the money was diverted to get rid of the dirt spoils in the park. If the foot path is installed, there will be further reduction in the field size. Staff is suggesting having the walk path removed from the budget.

Trustee LaPlaca stated that she has gone through the notes and minutes and there was no discussion about changing the surface and things changed a lot because of the dirt spoils. There was no formal plan for a walking path and if it doesn't make sense, then it should be removed from the plan especially since it would be detrimental to the soccer fields.

Chairman Hughes stated that he had a resident approach him about the walking path and that it would be a benefit for residents on Highland. He suggested looking at the videos to see what the understanding was. The Trustees agreed to look back but the use of the park needs to be balanced with the few residents that might want it. Trustee LaPlaca stated that many things changed there over the course of the project.

**Adjournment**

As there was no further business to come before the Committee, Trustee Elder motioned to adjourn. Trustee LaPlaca seconded and the motion passed unanimously. The meeting was adjourned at 7:25 p.m.

Respectfully Submitted:

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Darrell Langlois  
Assistant Village Manager/Director of Finance

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