

**VILLAGE OF HINSDALE  
VILLAGE BOARD OF TRUSTEES  
MINUTES OF THE SPECIAL MEETING  
December 18, 2018**

The specially scheduled meeting of the Hinsdale Village Board of Trustees was called to order by Village President Tom Cauley in Memorial Hall of the Memorial Building on Tuesday, December 18, 2018 at 7:32 p.m., roll call was taken.

Present: Trustees Christopher Elder, Michael Ripani, Luke Stifflear, Gerald J. Hughes, Matthew Posthuma, Neale Byrnes and President Tom Cauley

Absent: None

Also Present: Village Manager Kathleen A. Gargano, Assistant Village Manager/Director of Public Safety Brad Bloom, Assistant Village Manager/Finance Director Darrell Langlois, Chief Brian King, Deputy Chief Tom Lillie, Chief John Giannelli, Director of Public Services George Peluso, Director of Community Development/Building Commissioner Robb McGinnis, Village Engineer Dan Deeter, Village Planner Chan Yu, Administration Manager Emily Wagner, Management Analyst Jean Bueche and Village Clerk Christine Bruton

**PLEDGE OF ALLEGIANCE**

President Cauley led those in attendance in the Pledge of Allegiance.

**APPROVAL OF MINUTES**

a) **Regular meeting of November 20, 2018**

Following corrections to the draft minutes, Trustee Elder moved to **approve the draft minutes of the special meeting of November 8, 2018, as amended.** Trustee Byrnes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

**CITIZENS' PETITIONS**

None.

**VILLAGE PRESIDENT'S REPORT**

President Cauley acknowledged Village Manager Kathleen A. Gargano's five year anniversary with the Village, and that she has been a tremendous asset to the Village. He presented Trustee

Neale Byrnes with the President's Award for his excellent work on the road programs in 2018 and 2017, and announced the appointment of Ms. Lourdes Backe, Village Code Enforcement Officer, as President of the SBOC. This is a group that was created after World War II to regulate the uniformity of building codes and assure minimum standards are met. Ms. Backe is the first woman to be appointed to this position.

## FIRST READINGS – INTRODUCTION

### Zoning and Public Safety (Chair Stifflear)

**a) Approve an Ordinance approving Exterior Appearance and Site Plans for Parking Lot Improvements – 550 W. Ogden Avenue**

Trustee Stifflear introduced the item for a parking lot improvement at Hinsdale Orthopedics located in the O2 zoning district. This item asks for approval for the prior removal of a 3' x 2' green space island. The green space blocked the main entrance to the office, and now provides for an five additional parking spaces. Improvements to the parking lot landscape plan were coordinated with the Village forester, and includes four new trees, 60 bushes along Monroe Street and 28 additional bushes at various points around the lot. An improved parking lot lighting plan includes the removal on a non-compliant light pole and the addition of two new 14' tall light poles. All lighting is code compliant. The Plan Commission recommended some of these improvements, and unanimously recommended approval of this item.

Mr. Dave Kanzler, CEO of Hinsdale Orthopedics, addressed the Board. He apologized that this is a retroactive request, stating there was confusion on the part of the contractor. He explained that the removal of the green space was necessary because it was difficult for drivers to see around the corner and therefore created a safety hazard. Additionally, the removal of the green space provided additional parking to help alleviate neighbor concerns regarding street parking. The new lighting was requested by employees for their safety and security, as the offices are open until 9:00 p.m.

President Cauley added the importance of the landscaping on the east side of the parking lot that will buffer the school and residences on that side. Burning bushes will be installed, and the Village will add four additional trees in the parkway that will go a long way to shielding the parking lot. Trustee Byrnes asked if the new sign will be lit up. Mr. Kanzler said yes, and it was approved by the Plan Commission. They choose LED lights to be efficient, but have worked with the Village to tone them down.

The Board agreed to move this item forward for a Second Reading at their next meeting.

Director of Community Development Robb McGinnis noted that the review of lighting standards is still in process, and will come back to the Board for final review and approval.

## CONSENT AGENDA

### Administration & Community Affairs (Chair Hughes)

- a) Trustee Posthuma moved **Approval and payment of the accounts payable for the period of November 21, 2018 to December 18, 2018, in the aggregate amount of \$4,663,671.41**

**as set forth on the list provided by the Village Treasurer, of which a permanent copy is on file with the Village Clerk.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

*The following items were approved by omnibus vote:*

- b) **Approve a three year license agreement with Hinsdale Swim Club to the use of the Hinsdale Community Pool for their competitive swim program** (*First Reading – November 20, 2018*)
- c) **Accept the Village’s Comprehensive Annual Financial Report (CAFR) and Management Letter for the Fiscal Year Ended April 30, 2018** (*First Reading – November 20, 2018*)

**Zoning and Public Safety (Chair Stifflear)**

- d) **Approve the issuance of a purchase order to WatchGuard in the amount of \$62,346 for the WatchGuard 4RE in-car video camera system**

Trustee Byrnes moved to **approve the Consent Agenda, as presented.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

**SECOND READINGS / NON-CONSENT AGENDA – ADOPTION**

**Administration & Community Affairs (Chair Hughes)**

- a) **Approve an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year of the Village of Hinsdale, Illinois Commencing on May 1, 2018 and Ending on April 30, 2019 in the aggregate amount of \$13,829,446** (*First Reading – November 20, 2018*)  
Trustee Hughes introduced this and the following tax items explaining they are annual housekeeping items.
- b) **Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$3,500,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2008C, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and** (*First Reading – November 20, 2018*)

- c) **Approve a Resolution abating the tax hereto levied for the year 2018 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; and (First Reading – November 20, 2018)**
- d) **Approve a Resolution abating the tax hereto levied for the year 2018 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; and (First Reading – November 20, 2018)**
- e) **Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$2,025,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2014A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and (First Reading – November 20, 2018)**
- f) **Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$5,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2014B, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and (First Reading – November 20, 2018)**
- g) **Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$9,775,000 General Obligation Bonds (Alternate Revenue Source), Series 2017A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and (First Reading – November 20, 2018)**
- h) **Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$20,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2018A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois (First Reading – November 20, 2018)**

Trustee Hughes moved to **Approve an Ordinance Levying Taxes for Corporate Purposes for the Fiscal Year of the Village of Hinsdale, Illinois Commencing on May 1, 2018 and Ending on April 30, 2019 in the aggregate amount of \$13,829,446; and Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$3,500,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2008C, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and Approve a Resolution abating the tax hereto levied for the year 2018 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; and Approve a Resolution abating the tax hereto levied for the year 2018 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; and Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$2,025,000 General Obligation Bonds (Waterworks and Sewerage System Alternate Revenue Source), Series 2014A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$5,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2014B, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and**

**interest on \$9,775,000 General Obligation Bonds (Alternate Revenue Source), Series 2017A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois; and Approve a Resolution abating the tax hereto levied for the year 2018 to pay the principal of and interest on \$20,000,000 General Obligation Bonds (Alternate Revenue Source), Series 2018A, of the Village of Hinsdale, DuPage and Cook Counties, Illinois.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

- i) **Approve a three-year agreement with Tyler Technologies for an enterprise resource planning (ERP) system in the amount of \$282,668, and three years of annual maintenance costs totaling \$247,011, for a total amount not to exceed \$529,679**

Trustee Hughes introduced the item, stating that this and the next are related; the first item is for software, the second for implementation and consulting services. He added there was a desire in October to get additional proposals, and verify the competitiveness of bids.

Trustee Posthuma asked Assistant Village Manager/Finance Director Darrell Langlois to address the budgeting of the item. Mr. Langlois referenced the draft CIP, and stated these expenditures fit into the five year plan, and will not change the timing or scope of any other programs. The road programs will not require additional corporate funds. President Cauley noted this will be spread over three fiscal years, but acknowledged when the project was budgeted, the consulting expense was omitted. However, he does not believe there is a financing problem.

Trustee Elder explained that after the last review of this item, the Board asked for more proposals. Staff had a universal grading sheet to evaluate the second round of vendors, and spent an hour to an hour and half with each vendor. Baecore had by far the most experience with Munis, and he would be reluctant to approve the software without a consultant. Trustee Ripani explained that he would recuse himself from the consultant vote because he is friends with someone who submitted a bid. He noted that the recommended contract from Baecore still contains the same provisions he originally objected to.

Trustee Hughes moved to **Approve a three-year agreement with Tyler Technologies for an enterprise resource planning (ERP) system in the amount of \$282,668, and three years of annual maintenance costs totaling \$247,011, for a total amount not to exceed \$529,679.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** Trustee Ripani

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

- j) **Approve a two-year agreement with Baecore Consulting Group for enterprise resource planning implementation services in the amount of \$183,522, and for business process, desktop procedures, data integration, support and contingency totaling \$108,748, for a total amount not to exceed \$292,270** (*Committee of the Whole – August 14, 2018, First Reading – August 14, 2018, Second Reading - October 2, 2018*)

Trustee Hughes moved to **Approve a two-year agreement with Baecore Consulting Group for enterprise resource planning implementation services in the amount of \$183,522, and for business process, desktop procedures, data integration, support and contingency totaling \$108,748, for a total amount not to exceed \$292,270.** Trustee Elder seconded the motion.

Administration Manager Emily Wagner addressed the Board and described the Request for Qualifications (RFQ) initiated in October to provide more time for vendors to submit quotations for this phase of the project. Five firms replied, and following a thorough interviewing process of each, staff is recommending Baecore. Baecore has extensive Tyler/Munis experience, the cost proposal is fixed, as opposed to time and material. There is no additional cost for travel expenses, and they are highly recommended.

Trustee Posthuma asked about the costs of data conversion, as it is a significant portion of the bid for some of the other vendors. Ms. Wagner explained that Baecore staff does not do the conversion; it is done by Village staff. She said it will be work, but we have the bandwidth to complete with Baecore direction. There could be overtime, and there is \$10,000 in the operating budget for this purpose. Village Manager Kathleen A. Gargano stated staff will continue to refine staffing moving forward, and may try to find a person with ERP experience that can proof data and float between departments. She added the benefit of the end user doing this work is that it is good training. Trustee Posthuma reiterated the wide swing on data conversion in the quotes. Trustee Hughes explained that firms will include different costs in different buckets. Ms. Wagner added we can't know at this time how much data will need to be moved.

Ms. Mary Smith, Baecore Managing Partner, explained her price is low on data conversation as she has been doing this for municipalities for more than a decade. She explained that their recommendation is not to convert all of the data. It is usually more a matter of cleaning up the data. She described the labor intensive three-pass process necessary to convert data, and said that would require more staff time than simply reentering the data. She added it is beneficial to have staff do this work, because it is good practice on the new system. She did confirm that water billing will be a conversion of the existing 5,800 accounts.

Village Attorney Lance Malina addressed the contract provisions stating if we were drafting the contract for the Village there may be a different cap on liability or heightened standard for indemnification for gross negligence as opposed to negligence. Some of the indemnification provisions may have been better with some other providers, but the Village would pay for that. The question in his mind is what is the third party risk we are asking them to indemnify the Village for? To the degree that our staff is handling all personal data, social security numbers and the like, under supervision, the risk seems fairly low. President Cauley added these aspects of the contract appear to be standard.

**AYES:** Trustees Elder, Stifflear, Hughes, Posthuma, Byrnes  
**NAYS:** None  
**ABSTAIN:** Trustee Ripani  
**ABSENT:** None

Motion carried.

k) **Approve the 2019 Annual Meeting Schedule**

Trustee Hughes moved to **Approve the 2019 Annual Meeting Schedule**. Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes  
**NAYS:** None  
**ABSTAIN:** None  
**ABSENT:** None

Motion carried.

**Environment & Public Services (Chair Byrnes)**

l) **Approve an easement and construction agreement by and between the Village of Hinsdale and Kensington Hinsdale Building, LCC (First Reading – November 20, 2018)**

Trustee Byrnes introduced the item that is in regards to the drainage system and storage vault to be constructed in conjunction with the Kensington School project. The developer will obtain three competitive bids that will be reviewed by staff for compliance with the design and budget. Director of Public Services George Peluso said bids should back in early spring, and that he would like to start as early as possible.

Trustee Byrnes moved to **Approve an easement and construction agreement by and between the Village of Hinsdale and Kensington Hinsdale Building, LCC**. Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Stifflear, Hughes, Posthuma, Byrnes  
**NAYS:** Trustee Ripani  
**ABSTAIN:** None  
**ABSENT:** None

Motion carried.

**Zoning and Public Safety (Chair Stifflear)**

m) **Approve an Ordinance Approving a Third Major Adjustment to a Planned Development – Hinsdale Meadows (Southeast Corner of 55<sup>th</sup> Street and County Line Road) – Hinsdale Meadows, LLC (First Reading – November 20, 2018)**

Trustee Stifflear introduced the item to approve the proposed changes because they are in substantial conformance with the original plan. These changes include windows and interior stairs on the duplex homes. He added that Mr. Steve Cashman, Plan Commission Chair, does not believe the Plan Commission can add any additional value to this matter.

Trustee Stifflear reminded the Board staff is still looking at changes to the Village code to allow staff to approve some of these minor changes.

Trustee Stifflear moved to **Approve an Ordinance Approving a Third Major Adjustment to a Planned Development – Hinsdale Meadows (Southeast Corner of 55<sup>th</sup> Street and County Line Road) – Hinsdale Meadows, LLC.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

- n) **Approve a Referral to the Plan Commission for review and consideration of the second major adjustment to a site plan/exterior appearance plan request at 330 Chestnut – Hinsdale Land Restoration and Preservation, LLC**

Trustee Stifflear introduced the item which is a referral to Plan Commission. This is with respect to the office building behind and west of Kramers. The property is unusual in that it is 479' wide and 68' deep. The applicant wants to construct an accessory structure, a garage, that requires variances. The Zoning Board of Appeals heard this in October and November, where they unanimously approved the requested variances. He noted that there was some neighbor opposition.

Mr. Bernie Bartelli, architect on the project, addressed the Board and explained the neighbor's opposition was to the rear setback. He said the setback of the proposed accessory structure would be no different than the existing office building. It is under the required height. He said there multiple tenants in the building, and they need storage space. The office space is a low intensity use, and there are no on street parking issues.

Trustee Stifflear moved to **Approve a Referral to the Plan Commission for review and consideration of the second major adjustment to a site plan/exterior appearance plan request at 330 Chestnut – Hinsdale Land Restoration and Preservation, LLC.** Trustee Elder seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma, Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

## **DISCUSSION ITEMS**

- a) **Commercial Filming**

Ms. Kate Levinson of Levinson Locations Co. addressed the Board and explained her business is specializing in securing locations for commercials and film. She explained there are different tiers with filming, for photoshoots, commercials and movies. When the television show, Empire, was filmed earlier this year there was considerable road construction at the time. Ms. Levinson said they work hard to inform the neighbors of any upcoming filming. She



objects to the 9:00 a.m. start time. She explained that does not allow production enough time, as these are 10-12 hour days.

President Cauley referenced the lead time given the Village for the filming; changing it from 14 days to 30 days. Ms. Levinson said three day notice is typical.

Assistant Village Manager/Director of Public Safety Brad Bloom said no equipment before 8:00 is consistent with road and developer work. Discussion followed regarding vehicular impact. President Cauley said the Board will err on the side of making it less impactful on neighbors. Ms. Gargano raised concerns regarding a three day notice because it takes resources to close streets, etc. and the people who do that work have other duties. She would like the activity managed so it does not adversely affect staff.

Ms. Levinson said she would be available to meet with staff to discuss options. For now, the Board agreed to maintain the status quo, and try to resolve this as quickly as possible.

### **DEPARTMENT AND STAFF REPORTS**

- a) Treasurer's Report
- b) Police
- c) Parks & Recreation
- d) Economic Development

The report(s) listed above were provided to the Board. There were no additional questions regarding the content of the department and staff reports.

Ms. Gargano thanked President Cauley for his comments, and added it has been a pleasure working with the Board. She informed the Board that Finance is reviewing numbers, but they can expect a capital review in January.

### **REPORTS FROM ADVISORY BOARDS AND COMMISSIONS**

None.

### **OTHER BUSINESS**

None.

### **NEW BUSINESS**

None.

### **TRUSTEE COMMENTS**

Trustee Byrnes thanked Village Engineer Dan Deeter and Director of Public Services George Peluso for their hard work on the road program this summer. Trustee Elder thanked Emily Wagner, Jean Bueche, Brad Bloom and staff for their time and effort with respect to the ERP project.

### CITIZENS' PETITIONS

**Ms. Christine Giannelli, of 300 Claymoor**, addressed the Board regarding her concerns with the Board's approval of the Baecore agreement. She is worried about an individual's personal information falling into the wrong hands and possible dire consequences as a result. She shared her personal experiences as a result of PRISM, which takes personal records from the cloud. She is researching PRISM, and implored the Board to reconsider their agreement with Baecore.

### ADJOURNMENT

There being no further business before the Board, President Cauley asked for a motion to adjourn. Trustee Elder moved to **adjourn the specially scheduled meeting of the Hinsdale Village Board of Trustees of December 18, 2018**. Trustee Hughes seconded the motion.

**AYES:** Trustees Elder, Ripani, Stifflear, Hughes, Posthuma and Byrnes

**NAYS:** None

**ABSTAIN:** None

**ABSENT:** None

Motion carried.

Meeting adjourned at 8:59 p.m.

ATTEST: \_\_\_\_\_  
Christine M. Bruton, Village Clerk