

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, JULY 14, 2014 AT 6:00 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

**1. CALL TO ORDER**

The meeting was called to order by Trustee Davi at 6:00 p.m.

**2. ROLL CALL**

Those present at roll call were Trustee Umberto Davi, Trustee Paul Oggerino, Interim Finance Director Carrie Dittman, and Management Analyst Garrett Hummel.

**3. APPROVAL OF MINUTES**

Minutes of the Regular Finance & Administration Committee held on Monday, May 12, 2014 were reviewed. Motion to approve made by Trustee Davi, seconded by Trustee Oggerino.

**4. REPORT - Monthly Disbursement Reports - May & June 2014**

The Committee reviewed and highlighted the items below for the month of May & June 2014.

- Total cash outlay for all Village funds - \$1,018,003 (fiscal year to date average is \$1,063,203)
- Ave. daily outlay of cash for all Village funds - \$33,933 (fiscal year to date average is \$34,844)
- Ave. daily expenditures for the General Fund - \$18,301 (average daily expenditures fiscal year to date is \$20,471)
- Ave. payroll for active employees including all funds - \$152,332 (fiscal year payroll to date is \$761,660)

**5. REPORT - Sales Tax, Income Tax, Utility Tax, Places of Eating Tax, Fines, Red Light Fines, Building Permits, Water Revenues, Hotel/Motel Tax and Motor Fuel Tax**

- Sales tax receipts - \$538,874 down 2.82% from the prior year, 2.7% over budget.
- Income Tax receipts - \$177,154 down 9.25% compared to the prior year, 4.0% below budget.
- Utility tax receipts - \$185,331 up 2.68% from the prior year, 7.9% over budget, consisting of:
  - Telecomm Tax - \$77,061, down 9.2% from the prior year
  - Northern IL Gas - \$42,952, up 30.5% from the prior year
  - ComEd - \$65,591, up 4.0% from the prior year
- Places of Eating Tax receipts - \$83,462 up 4.69% compared to the prior year, 9.2% over budget.
- Fines - \$31,866 up 20.37% compared with the prior year, 23.52% over budget.
- Red Light Fines - \$108,150 down 19.61% from the prior year, 17.3% over budget.
- Building Permit receipts - \$20,319 down 50.00% from the prior year,

26.29% below budget.

- Water sales receipts - \$474,534 up 19.56% from the prior year, 2.37% below budget.
- Hotel/Motel Tax receipts - \$8,198 down 43.68% compared with the prior year, 46.5% below budget.
- Motor Fuel Tax receipts - \$76,790 up 110.94% compared with the prior year, 117.0% over budget.

The reports above were approved by Trustee Davi.

**6. VISITOR'S BUSINESS**

There were no visitors present at the meeting.

**7. COMMUNICATIONS**

There were no communications received.

**8. ADJOURNMENT**

Motion to adjourn was made by Trustee Davi, seconded by Trustee Oggerino.

The meeting was adjourned at 6:27 p.m.

(Minutes transcribed by: Garrett Hummel, 07/17/14)