

Willowbrook

835 Midway Drive
Willowbrook, IL 60527-5549

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AGENDA

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Gayle Neal

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton

Director of Finance

Carrie Dittman

REGULAR MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JUNE 12, 2017, AT 5:30 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES:
 - a) May 8, 2017 Regular Meeting of the Finance & Administration Committee
4. APPROVAL – Annual Appropriation Ordinance - FY 2017/18
5. REPORT – Cloud Based Email vs. Purchase of Email Server
6. DISCUSSION – Finance Committee Meeting Topic Survey
7. REPORT – Monthly Disbursement Reports – May 2017
8. 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
9. VISITOR'S BUSINESS
10. COMMUNICATIONS
11. ADJOURNMENT



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Illinois Route 66 Scenic Byway

MINUTES OF THE REGULAR MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MAY 8, 2017 AT 5:30 P.M. AT THE VILLAGE HALL, 835 MIDWAY DRIVE, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Trustee Neal at 5:30 p.m.

2. ROLL CALL

Those present at roll call were Trustee Gayle Neal, Director of Finance Carrie Dittman and Assistant to the Village Administrator Garrett Hummel. Chairman Umberto Davi was participating by phone and arrived in person at 5:40 p.m.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, April 10, 2017 were reviewed.

Motion to approve made by Trustee Neal, seconded by Chairman Davi. Motion carried.

4. REPORT – Monthly Disbursement Reports – April 2017

The Committee reviewed and accepted the disbursement reports for the month of April and key items are highlighted below:

- Total cash outlay for all Village funds – \$1,171,733. Fiscal Year to Date is \$16,006,979.
- Payroll monthly total for active employees including all funds - \$277,793 (2 payrolls). The average payroll for the year was \$146,478, which is a 15.21% decrease from the prior fiscal year.
- Average daily outlay of cash for all Village funds – \$39,058. Fiscal year to date daily average is \$43,879.
- Average daily expenditures for the General Fund only - \$20,696. Fiscal year to date average is \$24,204.

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

All revenues are fiscal year to date collections through April 30, 2017 (unaudited):

- Sales tax receipts - \$3,765,737 down 0.59% from the prior year. Trending 4.6% over budget.
- Income Tax receipts - \$807,241 down 11.30% compared to the prior year, 9.0% over budget. IDOR has communicated to DMMC that this is due to “an accounting change” and it affects all municipalities, but IDOR has not given further details about the accounting change or if it will be ongoing.
- Utility tax receipts - \$975,463 up 0.36% from the prior year, 2.5% under budget, consisting of:
 - Telecomm tax - \$394,283, down 7.31%.
 - Northern IL gas - \$138,626, up 19.04%
 - ComEd - \$446,258, up 2.95%
- Places of Eating Tax receipts - \$500,521 down 3.43% compared to the prior year, trending 5.4% over budget.

- Fines - \$164,037 up 23.34% compared with the prior year, 26.18% over budget. Fines come from County distributions and also local fine tickets written by Village police officers.
- Red Light Fines – \$719,794 up 87.85% from the prior year receipts (in the prior year the cameras were down due to road construction and camera maintenance), trending 37.1% above budget. The budget for the first 4 months of FY 2016/17 was reduced due to the Rt. 83/63rd St. intersection cameras being out of service due to the road construction project. Those cameras are still down with no anticipated “go live” date yet given by ATS or IDOT.
- Building Permit receipts - \$488,124 up 32.42% from the prior year, 116.94% above budget.
- Water sales receipts - \$3,541,901 up 7.35% from the prior year, 0.09% below budget.
- Hotel/Motel Tax receipts - \$242,370 up 14.15% compared with the prior year. May & June 2015 collections (from April & May 2015 tax receipts) were still taxed at 1%. The hotel/motel tax rate increased to 5% effective June 1, 2015. Three of the four hotels are open and active. The revenue is trending at 0.3% lower than budget.
- Motor Fuel Tax receipts - \$217,196 down 0.77% compared with the prior year, 1.8% below budget.

The reports above were approved by Chairman Davi and Trustee Neal.

6. REPORT – Comparative Telecommunications Taxes

At the request of Trustee Neal at the last Finance and Administration Committee meeting, Director Dittman compiled a spreadsheet of telecommunication taxes collected by other area municipalities. Five (5) other municipalities are included: Burr Ridge, Clarendon Hills, Darien, Hinsdale and Westmont, and are contrasted to what the Village of Willowbrook has experienced in its telecommunication tax revenue collection from 2014-2016. The data was compiled from the Illinois Comptroller’s website repository of annual financial reports. The data indicates that, except for Hinsdale, all of the other communities have experienced declines in this revenue source, ranging from 8.85% - 14.30% reductions.

The Committee discussed the possible reasons for these declines, including rate changes (the Village of Willowbrook imposes a 6% tax rate which has remained the same for many years), customers dropping phone lines or land lines in favor of mobile phones only, and lower phone rates imposed by the carriers. Assistant Hummel described the trend of POTS (Plain Old Telephone Service) lines’ costs being drastically increased in the recent past which may have prompted customers to drop these expensive land lines.

7. VISITOR’S BUSINESS

There were no visitors present at the meeting.

8. COMMUNICATIONS

Chairman Davi raised the question of the Committee’s role in monitoring the revenues of the Village and inquired about what other municipalities reviewed/discussed in their respective finance meetings. He noted that perhaps we should discuss trends in finance each meeting. Director Dittman noted that Willowbrook’s committee typically

reviews the major revenue sources such as sales and income taxes because Willowbrook does not have a conventional property tax we are non-home rule, and we cannot generally impose new taxes or raise rates without a successful referendum, thus the monitoring of these other revenues is crucial to the sustainability of the Village.

Director Dittman asked if we should add an agenda item each month to specifically discuss current events, political issues with financial ramifications, and other trends. The Committee asked that Director Dittman see what other Village Finance Committees are doing and to report back at the next meeting.

9. ADJOURNMENT

Motion to adjourn at 6:08 p.m. was made by Trustee Neal, seconded by Chairman Davi. Motion carried.

(Minutes transcribed by: Carrie Dittman, 5/18/2017)

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION	COMMITTEE REVIEW
ANNUAL APPROPRIATION ORDINANCE, VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS, FOR THE FISCAL YEAR BEGINNING MAY 1, 2017 AND ENDING APRIL 30, 2018	<input checked="" type="checkbox"/> Finance/Administration <input type="checkbox"/> Municipal Services <input type="checkbox"/> Public Safety
	Meeting Date: 6/12/2017
<input type="checkbox"/> Regular Report	<input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date)
<input type="checkbox"/> Seeking Feedback	<input checked="" type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board)
<input type="checkbox"/> Discussion Only	<input type="checkbox"/> Report/documents requested by Committee

BACKGROUND

The Village is under the Illinois Appropriation Act and each year is required to adopt an appropriation ordinance within the first quarter of the fiscal year. The ordinance does not replace the previously adopted Administrative Budget that serves as the management tool to monitor expenditures/expenses against approved budgeted line items.

The ordinance provides expenditure/expense amounts by fund that the Village cannot exceed in the fiscal year 2017-18. Generally, administrative budget amounts are doubled to form the appropriation amounts.

The Certificate of Estimated Revenues is also attached.

STAFF RECOMMENDATION

Approve the appropriation, which will be presented at the Village board meeting tonight (June 12, 2017).

ORDINANCE NO. 17-O-_____

ANNUAL APPROPRIATION ORDINANCE
VILLAGE OF WILLOWBROOK
DUPAGE COUNTY, ILLINOIS
FOR THE FISCAL YEAR BEGINNING
MAY 1, 2017 AND ENDING APRIL 30, 2018

BE IT ORDAINED by the Mayor and Board of Trustees of
the Village of Willowbrook, DuPage County, Illinois, as follows:

SECTION ONE: That the following sums, or so much
thereof as hereby may be authorized by law, be and the same are
hereby appropriated to pay all necessary expenses and
liabilities of the Village of Willowbrook, DuPage County,
Illinois, for the fiscal year beginning May 1, 2017 and ending
April 30, 2018, for a General Corporate Fund, a Water Fund, a
Hotel/Motel Tax Fund, a Motor Fuel Tax Fund, a Special Service
Area Bond and Interest Fund, a Water Capital Improvements Fund,
a Debt Service Fund, a Land Acquisition, Facility Expansion and
Renovation Fund, a Rt. 83/Plainfield Road Business District Tax
Fund and a Police Pension Fund, such appropriations are hereby
made for the following objects and purposes:

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

BUDGET

APPROPRIATION

GL NUMBER	DESCRIPTION	2017-18	APPROVED
GL NUMBER			
DESCRIPTION			
BUDGET		APPROVED	
Fund 01 - GENERAL FUND			
Dept 05-VILLAGE BOARD & CLERK			
01-05-400-147	MEDICARE	805	1,610
01-05-400-161	SOCIAL SECURITY	3,441	6,882
01-05-410-101	SALARIES - MAYOR & VILLAGE BOARD	48,300	96,600
01-05-410-125	SALARY - VILLAGE CLERK	7,200	14,400
01-05-410-141	LIFE INSURANCE - ELECTED OFFICIALS	960	1,920
01-05-410-201	PHONE - TELEPHONES	750	1,500
01-05-410-301	OFFICE SUPPLIES	500	1,000
01-05-410-303	FUEL/MILEAGE/WASH	100	200
01-05-410-304	SCHOOLS/CONFERENCES/TRAVEL	6,810	13,620
01-05-410-307	FEES/DUES/SUBSCRIPTIONS	2,051	4,102
01-05-410-308	WELLNESS	600	1,200
01-05-420-365	PUBLIC RELATIONS	500	1,000
Totals for dept 05-VILLAGE BOARD & CLERK		72,017	144,034
Dept 07-BOARD OF POLICE COMMISSIONERS			
01-07-435-104	PART TIME - CLERICAL	500	1,000
01-07-435-148	LIFE INSURANCE - COMMISSIONERS	486	972
01-07-435-239	FEES - BOPC ATTORNEY	6,000	12,000
01-07-435-301	OFFICE SUPPLIES	100	200
01-07-435-302	PRINTING & PUBLISHING	1,000	2,000
01-07-435-307	FEES/DUES/SUBSCRIPTIONS	500	1,000
01-07-440-542	EXAMS - WRITTEN	4,000	8,000
01-07-440-543	EXAMS - PHYSICAL	700	1,400
01-07-440-544	EXAMS - PSYCHOLOGICAL	3,500	7,000
01-07-440-545	EXAMS - POLYGRAPH	1,000	2,000
Totals for dept 07-BOARD OF POLICE COMMISSIONERS		17,786	35,572
Dept 10-ADMINISTRATION			
01-10-400-147	MEDICARE	3,500	7,000
01-10-400-151	IMRF	36,106	72,212
01-10-400-161	SOCIAL SECURITY	12,487	24,974
01-10-400-171	SUI - UNEMPLOYMENT	213	426
01-10-455-101	SALARIES - MANAGEMENT STAFF	83,592	167,184
01-10-455-102	OVERTIME	5,000	10,000
01-10-455-106	ASST TO VILLAGE ADMINISTRATOR	67,075	134,150
01-10-455-107	ADMINISTRATIVE INTERN	11,232	22,464
01-10-455-126	SALARIES - CLERICAL	74,496	148,992
01-10-455-131	PERSONNEL RECRUITMENT	550	1,100

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-10-455-141	HEALTH/DENTAL/LIFE INSURANCE	33,491	66,982
01-10-455-201	PHONE - TELEPHONES	20,592	41,184
01-10-455-266	CODIFY ORDINANCES	3,000	6,000
01-10-455-301	OFFICE SUPPLIES	10,000	20,000
01-10-455-302	PRINTING & PUBLISHING	3,000	6,000
01-10-455-303	FUEL/MILEAGE/WASH	2,000	4,000
01-10-455-304	SCHOOLS/CONFERENCES/TRAVEL	4,500	9,000
01-10-455-305	STRATEGIC PLANNING	2,000	4,000
01-10-455-307	FEES/DUES/SUBSCRIPTIONS	13,000	26,000
01-10-455-311	POSTAGE & METER RENT	6,900	13,800
01-10-455-315	COPY SERVICE	6,500	13,000
01-10-455-355	COMMISSARY PROVISION	1,000	2,000
01-10-455-409	MAINTENANCE - VEHICLES	1,000	2,000
01-10-455-411	MAINTENANCE - EQUIPMENT	750	1,500
01-10-460-212	EDP EQUIPMENT/SOFTWARE	2,619	5,238
01-10-460-225	INTERNET/WEBSITE HOSTING	6,305	12,610
01-10-460-267	DOCUMENT STORAGE/SCANNING	16,825	33,650
01-10-460-305	EDP PERSONNEL TRAINING	250	500
01-10-460-331	OPERATING SUPPLIES	500	1,000
01-10-466-228	MAINTENANCE - BUILDING	55,000	110,000
01-10-466-235	NICOR GAS (7760 QUINCY)	4,000	8,000
01-10-466-236	NICOR GAS (835 MIDWAY)	3,000	6,000
01-10-466-237	NICOR GAS (825 MIDWAY)	2,000	4,000
01-10-466-240	ENERGY/COMED (835 MIDWAY)	3,000	6,000
01-10-466-241	ENERGY/COMED (825 MIDWAY)	1,500	3,000
01-10-466-250	SANITARY (7760 QUINCY)	200	400
01-10-466-251	SANITARY (835 MIDWAY)	400	800
01-10-466-252	SANITARY (825 MIDWAY)	300	600
01-10-466-293	LANDSCAPE - VILLAGE HALL	4,000	8,000
01-10-466-351	BUILDING MAINTENANCE SUPPLIES	6,500	13,000
01-10-470-239	FEES - VILLAGE ATTORNEY	80,000	160,000
01-10-470-241	FEES - SPECIAL ATTORNEY	5,000	10,000
01-10-470-242	FEES - LABOR COUNSEL	5,000	10,000
01-10-475-365	PUBLIC RELATIONS	5,000	10,000
01-10-475-366	NEWSLETTER	1,500	3,000
01-10-475-370	MEALS-ON-WHEELS	1,500	3,000
01-10-475-372	SENIOR CITIZEN TAXI PROGRAM	1,500	3,000
01-10-480-272	INSURANCE - IRMA	243,595	487,190
01-10-480-273	SELF INSURANCE - DEDUCTIBLE	2,500	5,000
01-10-480-276	WELLNESS	12,220	24,440
01-10-485-602	BUILDING IMPROVEMENTS	294,792	589,584
01-10-485-611	FURNITURE & OFFICE EQUIPMENT	60,514	121,028

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-10-485-642	PEG CHANNEL EQUIPMENT	8,000	16,000
01-10-900-112	TRANSFER TO DEBT SERVICE - 2015	277,791	555,582
01-10-900-114	TRANSFER TO LAFER	849,000	1,698,000
Totals for dept 10-ADMINISTRATION		2,356,295	4,712,590

Dept 15-PLANNING & ECONOMIC DEVELOPMENT

01-15-400-147	MEDICARE	436	872
01-15-400-151	IMRF	4,722	9,444
01-15-400-161	SOCIAL SECURITY	1,866	3,732
01-15-400-171	SUI - UNEMPLOYMENT	36	72
01-15-510-102	OVERTIME	500	1,000
01-15-510-126	SALARIES - CLERICAL	29,598	59,196
01-15-510-141	HEALTH/DENTAL/LIFE INSURANCE	9,718	19,436
01-15-510-232	CONSULTANTS - DESIGN & OTHER	59,600	119,200
01-15-510-301	OFFICE SUPPLIES	500	1,000
01-15-510-302	PRINTING & PUBLISHING	3,000	6,000
01-15-510-304	SCHOOLS/CONFERENCES/TRAVEL	3,000	6,000
01-15-510-307	FEES/DUES/SUBSCRIPTIONS	1,000	2,000
01-15-510-311	POSTAGE & METER RENT	500	1,000
01-15-510-340	PLAN COMMISSION COMPENSATION	810	1,620
01-15-510-401	OPERATING EQUIPMENT	500	1,000
01-15-515-212	EDP EQUIPMENT/SOFTWARE	786	1,572
01-15-515-305	EDP PERSONNEL TRAINING	1,600	3,200
01-15-520-229	RENT - MEETING ROOM	250	500
01-15-520-245	FEES - ENGINEERING	3,000	6,000
01-15-520-246	FEES - COURT REPORTER	4,500	9,000
01-15-520-254	PLAN REVIEW - ENGINEER	10,000	20,000
01-15-520-257	PLAN REVIEW - PLANNER	120,000	240,000
01-15-520-258	PLAN REVIEW - TRAFFIC CONSULTANT	5,000	10,000
01-15-535-273	SELF INSURANCE - DEDUCTIBLE	2,500	5,000
Totals for dept 15-PLANNING & ECONOMIC DEVELOPMENT		263,422	526,844

Dept 20-PARKS & RECREATION

01-20-400-147	MEDICARE	489	978
01-20-400-151	IMRF	4,747	9,494
01-20-400-161	SOCIAL SECURITY	2,093	4,186
01-20-400-171	SUI - UNEMPLOYMENT	90	180
01-20-550-101	SALARIES - PERMANENT EMPLOYEES	33,753	67,506
01-20-550-103	PART TIME - PROGRAM SUPERVISOR	2,400	4,800
01-20-550-148	LIFE INSURANCE - COMMISSIONERS	1,264	2,528
01-20-550-201	EMERGENCY TELEPHONE LINE	100	200
01-20-550-301	OFFICE SUPPLIES	200	400

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-20-550-302	PRINTING & PUBLISHING	9,000	18,000
01-20-550-303	FUEL/MILEAGE/WASH	266	532
01-20-550-304	SCHOOLS/CONFERENCES/TRAVEL	325	650
01-20-550-307	FEES/DUES/SUBSCRIPTIONS	275	550
01-20-550-311	POSTAGE & METER RENT	2,456	4,912
01-20-555-212	EDP EQUIPMENT/SOFTWARE	524	1,048
01-20-555-306	CONSULTING SERVICES	15,000	30,000
01-20-560-273	SELF INSURANCE - DEDUCTIBLE	2,500	5,000
01-20-565-341	PARK LANDSCAPE SUPPLIES	15,500	31,000
01-20-565-342	LANDSCAPE MAINTENANCE SERVICES	62,983	125,966
01-20-570-102	OVERTIME	7,000	14,000
01-20-570-103	PART TIME - LABOR	4,000	8,000
01-20-570-234	RENT - EQUIPMENT	1,100	2,200
01-20-570-279	TRASH REMOVAL	155	310
01-20-570-281	CONTRACTED MAINTENANCE	38,000	76,000
01-20-570-345	UNIFORMS	200	400
01-20-570-411	MAINTENANCE - EQUIPMENT	500	1,000
01-20-575-111	RECREATION INSTRUCTORS	2,253	4,506
01-20-575-119	SUMMER PROGRAM MATERIALS & SERVICES	7,259	14,518
01-20-575-517	SENIORS PROGRAM	4,700	9,400
01-20-580-111	RECREATION INSTRUCTORS	442	884
01-20-580-118	FALL PROGRAM MATERIALS & SERVICES	550	1,100
01-20-580-517	SENIORS PROGRAM	4,700	9,400
01-20-585-112	RECREATION INSTRUCTORS	500	1,000
01-20-585-121	WINTER PROGRAM MATERIALS & SERVICES	2,200	4,400
01-20-585-150	CHILDRENS SPECIAL EVENTS - OTHER	2,872	5,744
01-20-585-151	FAMILY SPECIAL EVENT - MOVIE NIGHT	1,410	2,820
01-20-585-152	FAMILY SPECIAL EVENT - TREE LIGHTING	1,300	2,600
01-20-585-153	FAMILY SPECIAL EVENT - BACK TO SCHOOL	3,184	6,368
01-20-585-154	FAMILY SPECIAL EVENT - RACE	15,000	30,000
01-20-585-517	SENIORS PROGRAM	4,700	9,400
01-20-586-112	RECREATION INSTRUCTORS - SPRING	289	578
01-20-586-121	SPRING PROGRAM MATERIALS & SERVICES	170	340
01-20-590-518	SPECIAL RECREATION ASSOC PROGRAM DUES	37,785	75,570
01-20-590-520	ADA RECREATION ACCOMMODATIONS	11,175	22,350
01-20-590-521	ADA PARK IMPROVEMENTS	113,785	227,570
01-20-595-693	COURT IMPROVEMENTS	500	1,000
01-20-595-695	PARK IMPROVEMENTS - NEIGHBORHOOD PARK	807,500	1,615,000
Totals for dept 20-PARKS & RECREATION		1,227,194	2,454,388

Dept 25-FINANCE DEPARTMENT

01-25-400-147	MEDICARE	3,392	6,784
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VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

BUDGET

APPROPRIATION

GL NUMBER	DESCRIPTION	2017-18	APPROVED	BUDGET	APPROPRIATION
01-25-400-151	IMRF			29,555	59,110
01-25-400-161	SOCIAL SECURITY			14,443	28,886
01-25-400-171	SUI - UNEMPLOYMENT			284	568
01-25-610-101	SALARIES - MANAGEMENT STAFF			128,177	256,354
01-25-610-102	OVERTIME			1,500	3,000
01-25-610-104	PART TIME - CLERICAL			29,760	59,520
01-25-610-126	SALARIES - CLERICAL			74,496	148,992
01-25-610-141	HEALTH/DENTAL/LIFE INSURANCE			38,964	77,928
01-25-610-301	OFFICE SUPPLIES			3,715	7,430
01-25-610-302	PRINTING & PUBLISHING			1,150	2,300
01-25-610-303	FUEL/MILEAGE/WASH			200	400
01-25-610-304	SCHOOLS/CONFERENCES/TRAVEL			1,950	3,900
01-25-610-307	FEES/DUES/SUBSCRIPTIONS			3,415	6,830
01-25-610-311	POSTAGE & METER RENT			500	1,000
01-25-615-212	EDP EQUIPMENT/SOFTWARE			22,071	44,142
01-25-615-263	EDP LICENSES			22,125	44,250
01-25-615-267	DOCUMENT STORAGE/SCANNING			5,915	11,830
01-25-615-305	EDP PERSONNEL TRAINING			2,600	5,200
01-25-615-306	IT - CONSULTING SERVICES			25,000	50,000
01-25-620-251	AUDIT SERVICES			26,639	53,278
01-25-620-252	FINANCIAL SERVICES			10,337	20,674
01-25-625-611	FURNITURE & OFFICE EQUIPMENT			500	1,000
Totals for dept 25-FINANCE DEPARTMENT				446,688	893,376

Dept 30-POLICE DEPARTMENT

01-30-400-147	MEDICARE	40,338	80,676
01-30-400-151	IMRF	46,839	93,678
01-30-400-161	SOCIAL SECURITY	21,353	42,706
01-30-400-171	SUI - UNEMPLOYMENT	2,059	4,118
01-30-630-101	SALARIES - PERMANENT EMPLOYEES	2,260,546	4,521,092
01-30-630-102	OVERTIME	285,000	570,000
01-30-630-103	OVERTIME - SPECIAL DETAIL & GRANTS	12,000	24,000
01-30-630-104	PART TIME - CLERICAL	26,000	52,000
01-30-630-106	ACCREDITATION MANAGER	16,000	32,000
01-30-630-126	SALARIES - CLERICAL	169,581	339,162
01-30-630-127	OVERTIME - CLERICAL	9,000	18,000
01-30-630-131	PERSONNEL RECRUITMENT	1,500	3,000
01-30-630-141	HEALTH/DENTAL/LIFE INSURANCE	350,108	700,216
01-30-630-155	POLICE PENSION	871,363	1,742,726
01-30-630-201	PHONE - TELEPHONES	28,000	56,000
01-30-630-202	ACCREDITATION	15,000	30,000
01-30-630-238	FIAT	3,500	7,000

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

BUDGET

APPROPRIATION

GL NUMBER	DESCRIPTION		
01-30-630-241	FEES - FIELD COURT ATTORNEY	12,000	24,000
01-30-630-242	DUPAGE CHILDREN'S CENTER	3,000	6,000
01-30-630-245	FIRING RANGE	2,000	4,000
01-30-630-246	RED LIGHT - ADJUDICATOR	7,000	14,000
01-30-630-247	RED LIGHT - CAMERA FEES	269,700	539,400
01-30-630-248	RED LIGHT - COM ED	2,400	4,800
01-30-630-249	RED LIGHT - MISC FEE	14,000	28,000
01-30-630-301	OFFICE SUPPLIES	6,600	13,200
01-30-630-302	PRINTING & PUBLISHING	5,450	10,900
01-30-630-303	FUEL/MILEAGE/WASH	72,000	144,000
01-30-630-304	SCHOOLS/CONFERENCES/TRAVEL	27,000	54,000
01-30-630-305	TUITION REIMBURSEMENT	3,000	6,000
01-30-630-307	FEES/DUES/SUBSCRIPTIONS	15,000	30,000
01-30-630-308	CADET PROGRAM	4,000	8,000
01-30-630-311	POSTAGE & METER RENT	4,000	8,000
01-30-630-315	COPY SERVICE	4,000	8,000
01-30-630-331	OPERATING SUPPLIES	2,000	4,000
01-30-630-345	UNIFORMS	30,000	60,000
01-30-630-346	AMMUNITION	12,000	24,000
01-30-630-401	OPERATING EQUIPMENT	56,846	113,692
01-30-630-405	FURNITURE & OFFICE EQUIPMENT	500	1,000
01-30-630-409	MAINTENANCE - VEHICLES	72,000	144,000
01-30-630-421	MAINTENANCE - RADIO EQUIPMENT	6,300	12,600
01-30-640-212	EDP EQUIPMENT/SOFTWARE	9,429	18,858
01-30-640-225	INTERNET/WEBSITE HOSTING	1,130	2,260
01-30-640-263	EDP LICENSES	15,732	31,464
01-30-640-267	DOCUMENT STORAGE/SCANNING	6,000	12,000
01-30-645-273	SELF INSURANCE - DEDUCTIBLE	12,500	25,000
01-30-650-268	ANIMAL CONTROL	800	1,600
01-30-650-343	JAIL SUPPLIES	1,000	2,000
01-30-650-349	DRUG FORFEITURE EXP - FEDERAL	15,000	30,000
01-30-650-350	NARCINT EXPENDITURE	153,000	306,000
01-30-655-339	CONFIDENTIAL FUNDS	1,000	2,000
01-30-660-105	PART TIME - CROSSING GUARD	5,200	10,400
01-30-665-263	SIREN MAINTENANCE	550	1,100
01-30-670-302	PRINTING & PUBLISHING	1,000	2,000
01-30-670-331	COMMODITIES	4,500	9,000
01-30-675-235	RADIO DISPATCHING	273,721	547,442
01-30-680-625	NEW VEHICLES	46,000	92,000
Totals for dept 30-POLICE DEPARTMENT		5,335,545	10,671,090

Dept 35-PUBLIC WORKS DEPARTMENT

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-35-400-147	MEDICARE	3,644	7,288
01-35-400-151	IMRF	34,717	69,434
01-35-400-161	SOCIAL SECURITY	14,229	28,458
01-35-400-171	SUI - UNEMPLOYMENT	178	356
01-35-710-101	SALARIES - PERMANENT EMPLOYEES	171,962	343,924
01-35-710-102	OVERTIME	25,000	50,000
01-35-710-103	PART TIME - LABOR	30,000	60,000
01-35-710-126	SALARIES - CLERICAL	24,348	48,696
01-35-710-141	HEALTH/DENTAL/LIFE INSURANCE	28,836	57,672
01-35-710-201	TELEPHONES	2,100	4,200
01-35-710-301	OFFICE SUPPLIES	500	1,000
01-35-710-302	PRINTING & PUBLISHING	1,000	2,000
01-35-710-303	FUEL/MILEAGE/WASH	8,000	16,000
01-35-710-304	SCHOOLS/CONFERENCES/TRAVEL	2,000	4,000
01-35-710-306	REIMB PERSONNEL EXPENSES	300	600
01-35-710-307	FEES/DUES/SUBSCRIPTIONS	350	700
01-35-710-311	POSTAGE & METER RENT	1,500	3,000
01-35-710-345	UNIFORMS	6,000	12,000
01-35-710-401	OPERATING SUPPLIES & EQUIPMENT	3,000	6,000
01-35-710-405	FURNITURE & OFFICE EQUIPMENT	500	1,000
01-35-715-212	EDP EQUIPMENT/SOFTWARE	1,048	2,096
01-35-715-225	INTERNET/WEBSITE HOSTING	1,375	2,750
01-35-720-245	FEES - ENGINEERING	86,500	173,000
01-35-720-254	PLAN REVIEW - ENGINEER	1,500	3,000
01-35-725-412	MAINTENANCE - GAS TANKS AND PUMPS	5,000	10,000
01-35-725-413	MAINTENANCE - GARAGE	3,000	6,000
01-35-725-414	MAINTENANCE - SALT BINS	500	1,000
01-35-725-415	NICOR GAS	2,000	4,000
01-35-725-417	SANITARY USER CHARGE	100	200
01-35-725-418	MAINTENANCE - PW BUILDING	10,000	20,000
01-35-735-409	MAINTENANCE - VEHICLES	25,000	50,000
01-35-735-411	MAINTENANCE - EQUIPMENT	4,000	8,000
01-35-740-287	SNOW REMOVAL CONTRACT	60,000	120,000
01-35-740-306	REIMB PERSONAL EXPENSES	200	400
01-35-740-411	MAINTENANCE - EQUIPMENT	6,000	12,000
01-35-745-207	ENERGY - STREET LIGHTS	19,140	38,280
01-35-745-223	MAINTENANCE - STREET LIGHTS	20,000	40,000
01-35-745-224	MAINTENANCE - TRAFFIC SIGNALS	6,000	12,000
01-35-750-286	JET CLEANING CULVERT	15,000	30,000
01-35-750-289	SITE IMPROVEMENTS	20,000	40,000
01-35-750-290	EQUIPMENT RENTAL	3,500	7,000
01-35-750-328	STREET & ROW MAINTENANCE	120,000	240,000

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-35-750-329	MAINTENANCE - SAW MILL CREEK	2,500	5,000
01-35-750-338	TREE MAINTENANCE	107,420	214,840
01-35-750-381	STORM WATER IMPROVEMENTS MAINTENANC	35,000	70,000
01-35-755-279	TRASH REMOVAL	1,250	2,500
01-35-755-281	ROUTE 83 BEAUTIFICATION	50,000	100,000
01-35-755-282	REIMB EXP - CONSTRUCTION	500	1,000
01-35-755-283	REIMB EXP - OTHER	1,500	3,000
01-35-755-284	REIMB EXP - BRUSH PICKUP	20,000	40,000
01-35-755-290	EQUIPMENT RENTAL	750	1,500
01-35-755-328	STREET & ROW MAINTENANCE OTHER	29,375	58,750
01-35-755-331	OPERATING SUPPLIES	50,000	100,000
01-35-755-332	J.U.L.I.E.	2,459	4,918
01-35-755-333	ROAD SIGNS	9,500	19,000
01-35-755-401	OPERATING EQUIPMENT	1,500	3,000
01-35-760-258	PEST CONTROL	1,000	2,000
01-35-760-259	MOSQUITO ABATEMENT	32,100	64,200
01-35-765-685	STREET IMPROVEMENTS	109,089	218,178
Totals for dept 35-PUBLIC WORKS DEPARTMENT		1,221,970	2,443,940

Dept 40-BUILDING & ZONING DEPARTMENT

01-40-400-147	MEDICARE	1,783	3,566
01-40-400-151	IMRF	19,288	38,576
01-40-400-161	SOCIAL SECURITY	7,623	15,246
01-40-400-171	SUI - UNEMPLOYMENT	107	214
01-40-810-101	SALARIES - PERMANENT EMPLOYEES	75,355	150,710
01-40-810-102	OVERTIME	18,000	36,000
01-40-810-126	SALARIES - CLERICAL	29,598	59,196
01-40-810-141	HEALTH/DENTAL/LIFE INSURANCE	29,189	58,378
01-40-810-201	TELEPHONES	1,000	2,000
01-40-810-301	OFFICE SUPPLIES	1,000	2,000
01-40-810-302	PRINTING & PUBLISHING	750	1,500
01-40-810-303	FUEL/MILEAGE/WASH	1,000	2,000
01-40-810-304	SCHOOLS/CONFERENCES/TRAVEL	1,000	2,000
01-40-810-307	FEES/DUES/SUBSCRIPTIONS	500	1,000
01-40-810-311	POSTAGE & METER RENT	400	800
01-40-810-401	OPERATING EQUIPMENT	565	1,130
01-40-810-409	MAINTENANCE - VEHICLES	2,000	4,000
01-40-815-212	EDP EQUIPMENT/SOFTWARE	786	1,572
01-40-815-267	DOCUMENT STORAGE/SCANNING	5,300	10,600
01-40-815-305	EDP PERSONNEL TRAINING	2,600	5,200
01-40-820-245	FEES - ENGINEERING	2,500	5,000
01-40-820-246	FEES - DRAINAGE ENGINEER	6,000	12,000

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED**

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
01-40-820-247	REIMB EXP - ENGINEERING	500	1,000
01-40-820-254	PLAN REVIEW - ENGINEER	5,000	10,000
01-40-820-255	PLAN REVIEW - STRUCTURAL	5,000	10,000
01-40-820-258	PLAN REVIEW - BUILDING CODE	50,000	100,000
01-40-820-259	PLAN REVIEW - DRAINAGE ENGINEER	15,000	30,000
01-40-830-109	PART TIME - INSPECTOR	35,000	70,000
01-40-830-115	PLUMBING INSPECTION	7,000	14,000
01-40-830-117	ELEVATOR INSPECTION	8,000	16,000
01-40-830-119	CODE ENFORCEMENT INSPECTION	4,000	8,000
Totals for dept 40-BUILDING & ZONING DEPARTMENT		335,844	671,688
TOTAL Fund 01 - GENERAL FUND		11,276,761	22,553,522

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

BUDGET

APPROPRIATION

GL NUMBER	DESCRIPTION	2017-18 BUDGET	APPROPRIATION
Fund 02 - WATER FUND			
APPROPRIATIONS			
Dept 50-WATER DEPARTMENT			
02-50-400-147	MEDICARE	3,400	6,800
02-50-400-151	IMRF	33,648	67,296
02-50-400-161	SOCIAL SECURITY	14,539	29,078
02-50-400-171	SUI - UNEMPLOYMENT	178	356
02-50-401-101	SALARIES - PERMANENT EMPLOYEES	150,145	300,290
02-50-401-102	OVERTIME	40,000	80,000
02-50-401-103	PART TIME - LABOR	20,000	40,000
02-50-401-126	SALARIES - CLERICAL	24,348	48,696
02-50-401-141	HEALTH/DENTAL/LIFE INSURANCE	29,576	59,152
02-50-401-201	PHONE - TELEPHONES	10,850	21,700
02-50-401-239	FEES - VILLAGE ATTORNEY	1,000	2,000
02-50-401-301	OFFICE SUPPLIES	1,500	3,000
02-50-401-302	PRINTING & PUBLISHING	4,000	8,000
02-50-401-303	FUEL/MILEAGE/WASH	5,000	10,000
02-50-401-304	SCHOOLS CONFERENCE TRAVEL	1,250	2,500
02-50-401-306	REIMB PERSONNEL EXPENSES	150	300
02-50-401-307	FEES DUES SUBSCRIPTIONS	550	1,100
02-50-401-311	POSTAGE & METER RENT	5,000	10,000
02-50-401-405	FURNITURE & OFFICE EQUIPMENT	500	1,000
02-50-405-245	FEES - ENGINEERING	3,000	6,000
02-50-410-501	REIMBURSE OVERHEAD GENERAL FUND	553,033	1,106,066
02-50-417-212	EDP EQUIPMENT/SOFTWARE	1,571	3,142
02-50-417-263	EDP LICENSES	6,363	12,726
02-50-417-267	DOCUMENT STORAGE/SCANNING	5,000	10,000
02-50-417-305	EDP PERSONNEL TRAINING	1,300	2,600
02-50-420-206	ENERGY - ELECTRIC PUMP	12,000	24,000
02-50-420-294	LANDSCAPING - WELLS 1 & 3	500	1,000
02-50-420-297	LANDSCAPING - STANDPIPE	1,500	3,000
02-50-420-361	CHEMICALS	1,600	3,200
02-50-420-362	SAMPLING ANALYSIS	2,500	5,000
02-50-420-488	MAINTENANCE - PUMPS & WELL 3	500	1,000
02-50-420-491	PUMP INSPECTION REPAIR MAINTAIN STA	500	1,000
02-50-420-575	PURCHASE OF WATER	1,708,000	3,416,000
02-50-425-473	WELLHOUSE REPAIRS & MAINTENANCE - L.H.V.	1,500	3,000
02-50-425-474	WELLHOUSE REPAIRS & MAIN - WB EXEC PLAZA	1,000	2,000
02-50-425-475	MATERIALS & SUPPLIES- STANDPIPE/PUMPHOUSE	1,000	2,000

VILLAGE OF WILLOWBROOK

APPROPRIATIONS

FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018

2017-18

APPROVED

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
02-50-425-485	REPAIRS & MAINTENANCE-STANDPIPE/PUMPH	6,500	13,000
02-50-430-276	LEAK SURVEYS	7,500	15,000
02-50-430-277	WATER DISTRIBUTION REPAIRS/MAINTENANCE	110,000	220,000
02-50-430-299	LANDSCAPING - OTHER	5,000	10,000
02-50-430-401	OPERATING EQUIPMENT	750	1,500
02-50-430-425	J. U. L. I. E. MAINTENANCE & SUPPLY	750	1,500
02-50-430-476	MATERIAL & SUPPLIES - DISTRIBUTION	15,000	30,000
02-50-435-278	METERS FLOW TESTING	2,500	5,000
02-50-435-461	NEW METERING EQUIPMENT	7,500	15,000
02-50-435-462	METER REPLACEMENT	500	1,000
02-50-435-463	MAINTENANCE - METER EQUIPMENT	2,500	5,000
02-50-440-694	DISTRIBUTION SYSTEM REPLACEMENT	10,000	20,000
02-50-449-102	INTEREST EXPENSE	9,828	19,656
02-50-449-104	BOND PRINCIPAL EXPENSE	10,286	20,572
02-50-449-105	INTEREST EXPENSE - IEPA LOAN	17,105	34,210
02-50-449-106	PRINCIPAL EXPENSE - IEPA LOAN	38,748	77,496
02-50-900-109	TRANSFER TO WATER CAPITAL IMPROVEMENT	400,000	800,000
02-50-900-112	TRANSFER TO DEBT SERVICE - 2015	47,345	94,690
Totals for dept 50-WATER DEPARTMENT		3,338,313	6,676,626
TOTAL Fund 02 - WATER FUND		3,338,313	6,676,626

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED****BUDGET****APPROPRIATION**

GL NUMBER	DESCRIPTION	2017-18	APPROVED
Fund 03 - HOTEL/MOTEL TAX FUND			
APPROPRIATIONS			
Dept 53-HOTEL/MOTEL			
03-53-401-307	FEES DUES SUBSCRIPTIONS	12,000	24,000
03-53-401-311	POSTAGE & METER RENT	250	500
03-53-435-302	PRINTING & PUBLISHING	100	200
03-53-435-303	WILLOWBROOK MOBILE PHONE APP	1,125	2,250
03-53-435-308	GRANT PILOT PROGRAM	5,000	10,000
03-53-435-316	LANDSCAPE BEAUTIFICATION	8,190	16,380
03-53-435-317	ADVERTISING	100,000	200,000
03-53-435-319	CHAMBER DIRECTORY	3,000	6,000
03-53-436-378	WINE & DINE INTELLIGENTLY	2,000	4,000
03-53-436-379	SPECIAL PROMOTIONAL EVENTS	2,500	5,000
Totals for dept 53-HOTEL/MOTEL		134,165	268,330
TOTAL Fund 03 - HOTEL/MOTEL TAX FUND		134,165	268,330

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED****BUDGET****APPROPRIATION**

GL NUMBER	DESCRIPTION	2017-18	APPROVED	BUDGET	APPROPRIATION
Fund 04 - MOTOR FUEL TAX FUND					
APPROPRIATIONS					
Dept 56-MOTOR FUEL TAX					
04-56-430-684	STREET MAINTENANCE CONTRACT			217,950	435,900
Totals for dept 56-MOTOR FUEL TAX				217,950	435,900
TOTAL Fund 04 - MOTOR FUEL TAX FUND					
				217,950	435,900

Fund 04 - MOTOR FUEL TAX FUND**APPROPRIATIONS**

Dept 56-MOTOR FUEL TAX

04-56-430-684	STREET MAINTENANCE CONTRACT	217,950	435,900
Totals for dept 56-MOTOR FUEL TAX		217,950	435,900
TOTAL Fund 04 - MOTOR FUEL TAX FUND		217,950	435,900

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED**

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
Fund 06 - SSA ONE BOND & INTEREST FUND			
APPROPRIATIONS			
Dept 60-SSA BOND			
06-60-550-401	BOND PRINCIPAL EXPENSE	150,000	300,000
06-60-550-402	BOND INTEREST EXPENSE	171,225	342,450
Totals for dept 60-SSA BOND		321,225	642,450
TOTAL Fund 06 - SSA ONE BOND & INTEREST FUND		321,225	642,450

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED**

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
Fund 07 - POLICE PENSION FUND			
APPROPRIATIONS			
Dept 62			
07-62-401-242	LEGAL FEES	2,000	4,000
07-62-401-251	AUDIT FEES	3,126	6,252
07-62-401-252	ACTUARY SERVICES	4,400	8,800
07-62-401-253	FINANCIAL ADVISORY FEES	34,435	68,870
07-62-401-254	FIDUCIARY INSURANCE	3,117	6,234
07-62-401-304	SCHOOLS CONFERENCE TRAVEL	3,460	6,920
07-62-401-307	FEES DUES SUBSCRIPTIONS	815	1,630
07-62-401-531	DEPT OF INSURANCE FILING FEE	3,804	7,608
07-62-401-581	PENSION BENEFITS	973,575	1,947,150
07-62-401-582	WIDOW'S PENSION	38,512	77,024
07-62-401-583	DISABILITY BENEFITS	68,861	137,722
Totals for dept 62-		1,136,105	2,272,210
TOTAL Fund 07 - POLICE PENSION FUND		1,136,105	2,272,210

VILLAGE OF WILLOWSBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED**

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
Fund 09 - WATER CAPITAL IMPROVEMENTS FUND			
APPROPRIATIONS			
Dept 65-WATER CAPITAL IMPROVEMENTS			
09-65-440-600	WATER SYSTEM IMPROVEMENTS	238,900	477,800
09-65-440-602	MTU REPLACEMENT	5,000	10,000
09-65-440-604	WATER TANK REPAIRS	524,700	1,049,400
Totals for dept 65-WATER CAPITAL IMPROVEMENTS		768,600	1,537,200
TOTAL Fund 09 - WATER CAPITAL IMPROVEMENTS FUND		768,600	1,537,200

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED****BUDGET****APPROPRIATION**

GL NUMBER	DESCRIPTION	2017-18	APPROVED	BUDGET	APPROPRIATION
Fund 11 - DEBT SERVICE FUND					
APPROPRIATIONS					
Dept 70-DEBT SERVICE FUND					
11-70-550-401	BOND PRINCIPAL EXPENSE		204,714		409,428
11-70-550-402	BOND INTEREST EXPENSE		120,422		240,844
Totals for dept 70-DEBT SERVICE FUND			325,136		650,272
TOTAL Fund 11 - DEBT SERVICE FUND			325,136		650,272

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED****BUDGET****APPROPRIATION**

GL NUMBER	DESCRIPTION	2017-18 APPROVED BUDGET	APPROPRIATION
Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & RENOVATION FUND			
APPROPRIATIONS			
Dept 75-LAND ACQUISITION/EXPANSION/RENOVATION			
14-75-930-411	POLICE DEPT REMODEL (7760 QUINCY)	1,078,561	2,157,122
14-75-930-412	CRC REMODEL (825 MIDWAY DR)	20,000	40,000
Totals for dept 75-LAND ACQUISITION/EXPANSION/RENOVATION		----- 1,098,561	2,197,122
TOTAL Fund 14 - LAND ACQUISITION, FACILITY, EXPANSION & RENOVAT		----- 1,098,561	2,197,122

VILLAGE OF WILLOWBROOK**APPROPRIATIONS****FISCAL YEAR MAY 1, 2017 - APRIL 30, 2018****2017-18****APPROVED**

GL NUMBER	DESCRIPTION	BUDGET	APPROPRIATION
Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX FUND			
APPROPRIATIONS			
Dept 15-PLANNING & ECONOMIC DEVELOPMENT			
15-15-401-242	LEGAL FEES	1,750	3,500
15-15-455-513	SALES TAX REBATE- TOWN CENTER	514,400	1,028,800
15-15-510-232	CONSULTANTS-DESIGN & OTHER	2,500	5,000
Totals for dept 15-PLANNING & ECONOMIC DEVELOPMENT		518,650	1,037,300
TOTAL Fund 15 - RT 83/PLAINFIELD RD BUSINESS DISTRCT TAX FUND		518,650	1,037,300
GRAND TOTAL		19,135,466	38,270,932

SECTION TWO: Any sums of money heretofore appropriated and not heretofore expended, and now in the Village Treasury of the Village of Willowbrook is and are hereby appropriated by this Ordinance.

SECTION THREE: All ordinances or resolutions or parts thereof in conflict with the provisions of this Ordinance are, to the extent of such conflict, expressly repealed.

SECTION FOUR: This Ordinance shall be in force and effect after its passage, approval and publication in pamphlet form as provided by law.

PASSED and APPROVED this ____th day of June, 2017.

APPROVED:

Mayor

ATTEST:

Village Clerk

ROLL CALL VOTE: AYES: _____

 NAYS: _____

 ABSENT: _____

 ABSTENTIONS: _____

CHIEF FISCAL OFFICER'S CERTIFICATE OF ESTIMATED REVENUES
 For Village of Willowbrook, DuPage County, Illinois

I, Carrie Dittman, DO HEREBY CERTIFY AS FOLLOWS:

1. I am the Chief Fiscal Officer for the Village of Willowbrook, DuPage County, Illinois
2. I estimate the revenue by source, of said Village of Willowbrook, for the fiscal year beginning May 1, 2017 and ending April 30, 2018, to be as follows:

GENERAL CORPORATE FUND

Property Taxes	\$ 181,625
Sales Taxes	3,600,000
Other Taxes	2,584,264
Licenses	147,425
Permits	247,500
Fines	690,000
Charges & Fees	60,600
Park & Recreation	27,300
Interest Income	9,000
Other	<u>1,522,520</u>
Total General Corporate Fund	<u><u>\$ 9,070,234</u></u>

WATER FUND

Water Sales	3,545,000
Other Revenue	9,600
Interest Income	3,300
Water Connection Fees	3,000
Total Water Fund	<u><u>\$ 3,560,900</u></u>

HOTEL/MOTEL TAX FUND

Hotel/Motel Tax	232,365
Interest Income	250
Total Hotel/Motel Tax Fund	<u><u>\$ 232,615</u></u>

MOTOR FUEL TAX FUND

Motor Fuel Tax	219,905
Interest Income	500
Total Motor Fuel Tax Fund	<u><u>\$ 220,405</u></u>

SSA BOND AND INTEREST FUND

Property Taxes	321,225
Interest Income	100
Total SSA Bond and Interest Fund	<u><u>\$ 321,325</u></u>

POLICE PENSION FUND

Village Contributions	871,363
Employee Contributions	208,955
Interest Income	500,000
Total Police Pension Fund	<u><u>\$ 1,580,318</u></u>

WATER CAPITAL IMPROVEMENTS FUND

Transfers In From Other Funds	400,000
Interest Income	100
Total Water Capital Improvements Fund	<u><u>\$ 400,100</u></u>

CAPITAL PROJECTS FUND

None	0
Total Capital Projects Fund	<u><u>\$ 0</u></u>

DEBT SERVICE FUND

Transfer From General Fund	277,791
Transfer From Water Fund	47,345
Total Debt Service Fund	<u><u>\$ 325,136</u></u>

LAND ACQUISITION, FACILITY EXPANSION AND RENOVATION FUND

Transfer From General Fund	849,000
Interest Income	2,000
Total Land Acquisition, Facility Expansion and Renovation Fund	<u><u>\$ 851,000</u></u>

RT. 83/PLAINFIELD ROAD BUSINESS DISTRICT TAX FUND

Business District Sales Tax	518,650
Total Rt. 83/Plainfield Road Business District Tax Fund	<u><u>\$ 518,650</u></u>

TOTAL ALL FUNDS

\$ 17,080,683

Carrie Dittman

Carrie Dittman
Director of Finance

6-12-2017

Date

COMMITTEE MEETING

AGENDA ITEM SUMMARY SHEET

AGENDA ITEM DESCRIPTION	COMMITTEE REVIEW
REPORT ON CLOUD BASED EMAIL VS PURCHASE OF A NEW EMAIL SERVER	<input checked="" type="checkbox"/> Finance/Administration <input type="checkbox"/> Municipal Services <input type="checkbox"/> Public Safety
	Meeting Date: 6/12/2017
<input checked="" type="checkbox"/> Regular Report	<input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date)
<input type="checkbox"/> Seeking Feedback	<input type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board)
<input type="checkbox"/> Discussion Only	<input type="checkbox"/> Report/documents requested by Committee

BACKGROUND

In 2012, the Village approved the purchase of four (4) servers: Village File Server, Police Department Server, Village Water Server and Village Email Server (Exchange Server). Since these purchases, the Village File Server and Water Server have been consolidated into a larger single server in 2015 and the Police Server was upgraded in 2016, leaving the Village's Exchange Server as the last remaining 2012 server. The average lifecycle of a server is 3-4 years; the email server is now in its 5th year.

Funding (\$18,333) was included in the Village's 2017-18 budget for the replacement of the Exchange Server or to move to the cloud for the Village's email needs.

Staff compared the costs and functionality of purchasing a new server vs. moving to the cloud. Attached is a table showing these costs. Also attached is a document listing the pros and cons of each option as well as the cloud migration proposal.

In May 2017, the Village was alerted by our IT consultant PCS, Int. that a drive on the Exchange Server had started to error. The replacement cost of the erroring drive, with labor, is over \$1,000. Because of the time constraints and costs associated with replacing the failing drive, the decision was made to move to the cloud using PCS MailIT to host the service. The decision to migrate the Village's email functions to the cloud comes with an estimated savings of over \$11,500 over the next 4 years, while maintaining, and in many instances improving the email functionality in comparison to an on-site server. The cost of the initial migration (one-time fee) is \$10,714, plus \$8,136 in annual license fees, bringing the 2017 total cost to \$18,850. Going forward, license fees will be roughly \$8,136 per year.

STAFF RECOMMENDATION

N/A

4 Year Cost Comparison Between Purchasing a New Server and Cloud Based Email

Purchase a New Server (Assume Server Lasts 3 Years)

	Server (Year 1)	Server (Year 2)	Server (Year 3)	Server (Year 4)
Equipment/Software	\$ 13,333.65			\$ 13,333.65
Labor	\$ 5,000.00			\$ 5,000.00
PCS Monitor IT	\$ 300.00	\$ 300.00	\$ 300.00	\$ 300.00
SSL/UCC Cert	\$ 520.00	\$ 520.00	\$ 520.00	\$ 520.00
Anti Virus	\$ 30.00	\$ 30.00	\$ 30.00	\$ 30.00
BackUP Assist	\$ 200.00	\$ 200.00	\$ 200.00	\$ 200.00
Warranty	\$ 550.00	\$ 550.00	\$ 550.00	\$ 550.00
Support "TekPak" Labor (Est. 2hrs/month)	\$ 2,928.00	\$ 2,928.00	\$ 2,928.00	\$ 2,928.00
Annual Fee PCS Mail IT P1 (53 Licenses)				
Annual Fee PCS Mail IT Kiosk (7 Licenses)				
Annual Total	\$ 22,861.65	\$ 4,528.00	\$ 4,528.00	\$ 22,861.65
Cumulative Total	\$ 22,861.65	\$ 27,389.65	\$ 31,917.65	\$ 54,779.30

Cloud Email

	Cloud (Year 1)	Cloud (Year 2)	Cloud (Year 3)	Cloud (Year 4)
Equipment/Software				
Labor	\$ 10,714.00			
PCS Monitor IT				
SSL/UCC Cert				
Anti Virus				
BackUP Assist				
Warranty				
Support "TekPak" Labor (Est. 2hrs/month)				
Annual Fee PCS Mail IT E1 (53 Licenses)				
Annual Fee PCS Mail IT P1 (53 Licenses)	\$ 7,632.00	\$ 7,632.00	\$ 7,632.00	\$ 7,632.00
Annual Fee PCS Mail IT Kiosk (7 Licenses)	\$ 504.00	\$ 504.00	\$ 504.00	\$ 504.00
Annual Total	\$ 18,850.00	\$ 8,136.00	\$ 8,136.00	\$ 8,136.00
Cumulative Total	\$ 18,850.00	\$ 26,986.00	\$ 35,122.00	\$ 43,258.00

4 year cumulative savings by
going with the cloud:

\$ 11,521.30

Pros/Cons Comparison Between New Exchange Server and Cloud Based Email

Buying a New Exchange Server

Pros:

- Data is kept on site
- If the internet (Comcast) goes down, internal emails (within the municipal complex) can be delivered

Cons:

- Upfront cost (purchasing a new server, software and setup)
- Unpredictable maintenance/labor costs associated with keeping the server running
- If the server fails email service is down until it is fixed
- License costs
- Warranty costs
- Dependent on IT Consultant to upgrade and patch the OS
- Additional hardware: UPS Battery Backups

Cloud Based Email (MS 365 – PCS MailIT)

Pros:

- No hardware costs (don't have to purchase a server every 3-5 years)
- Redundancy (not relying on one server), Servers are spread over 5-6 data centers
- 99.9% up-time
- Servers are continuously backed up
- If internet goes down emails can still be sent using mobile devices
- Microsoft servers/Security systems will be protecting the data
- Software is always being upgraded
- Larger attachment sizes possible (25 MB)
- Email storage capacity is 50 GB (Current mailbox capacity on our server is 20 GB)
- Budget-able monthly recurring costs vs estimated lifecycle of hardware

Cons:

- Data is not on site
- Internet dependent (Comcast) for workstation computer email (can't send internal emails if internet is down)
- Costs are based on # of users
- Initial changeover is more labor intensive than changing servers



PCS MailITSM Proposal

February 10, 2017

TO: Garrett Hummel, Village of Willowbrook
FM: Duane Werth, PCS Cloud Solutions

The PCS MailITSM Program brings Enterprise Level Hosted Email to the small business. Access email from your desktop, laptop, home, web, tablet, or Smartphone without any upfront capital investment or ongoing support of your own server.

	Microsoft Hosted Options			
	PCS MailITSM Kiosk	PCS MailITSM P1	PCS MailITSM E1	PCS MailITSM E3
Secure Webmail	yes	yes	yes	yes
Smartphone support	email only	all	all	all
AntiSpam/Antivirus Scanning	yes	yes	yes	yes
Additional Email Aliases allowed	1	10	10	10
Additional Domains allowed	1	10	10	10
Instructions for computer setup	yes	yes	yes	yes
Instructions for smartphone setup	yes	yes	yes	yes
Instructions for password changes	yes	yes	yes	yes
Uptime Promise	99.9%	99.9%	99.9%	99.9%
Cloud Storage	0g	0g	1TB	1TB
Distribution Groups	n/a	5	5	5
Lync (IM, Web Conferences, etc)	n/a	n/a	yes	yes
Licenses for MS Office 2013 Professional	n/a	n/a	n/a	5 copies
Mobile (Tablet/phone) copies of Office	n/a	n/a	yes	yes
Maximum Attachment Size	10meg	25meg	25meg	25meg
Email Storage Limit	5g	50g	50g	50g
Email Storage in Archive Mailbox	n/a	n/a	unlimited	unlimited
Monthly Cost per mailbox	\$ 6.00	\$ 12.00	\$ 16.00	\$ 28.00
Required: Account Provisioning Cost/user	\$ 39.00	\$ 49.00	\$ 49.00	\$ 49.00
OPTION: Email Migration/user	n/a	\$ 49.00	\$ 49.00	\$ 49.00
OPTION: VIP Setup/user	\$ 69.00	\$ 99.00	\$ 99.00	\$ 199.00

Important Notes:

- PCS MailITSM users need to provide their own copy of Outlook 2013 or later unless they wish to use Outlook Web Mail only. Outlook 2003 or Windows XP (and older) will not work. Outlook 2007 and 2010 will work with reduced functionality.
- Account Provisioning includes assistance setting up email aliases, additional domains¹, security settings, distribution groups, or other custom configuration in the cloud.
- **OPTIONAL: Email Migration** - PCS will remotely migrate your mail from your old server to your new server, for a fixed price². Emails downloaded to your desktop will remain on your desktop.

¹ PCS HostITSM – Domain Hosting required to avoid any additional cost to modify your domain to support PCS MailITSM

² Does not include any email stored on your local computer



PCS Cloud Solutions

1608 W Colonial Parkway
Inverness, IL 60067-4725
847-701-2100 847-963-9106 fax
www.pcscloudsolutions.com

PCS MailITSM Proposal

- **OPTIONAL: VIP Setup Services** – PCS Cloud Solutions will remotely setup your mailbox and walk you through setup of any supported smartphone.

PCS MailITSM Cost Calculator

Program Name	Qty?	Years?	Monthly	Provisioning Cost	Email migration	VIP Setup
PCS MailIT SM Kiosk				\$ -	n/a	\$ -
PCS MailIT SM P1	15	1	\$ 180.00	\$ 735.00	\$ 735.00	\$ 1,485.00
PCS MailIT SM E1	42	1	\$ 672.00	\$ 2,058.00	\$ 2,058.00	\$ 4,158.00
PCS MailIT SM E3				\$ -	\$ -	\$ -
			\$ 852.00	\$ 2,793.00	\$ 2,793.00	\$ 5,643.00
Total One Time costs			\$ 11,229.00			

NOTE:

- Please complete the **PCS MailITSM** checklist and enclose with this proposal.
- You may not mix **PCS MailITSM** Economy email with other mail platforms (such as **PCS MailITSM Microsoft Hosted**).

Agreed

Date

Billing Terms and Conditions

- **PCS MailITSM** is billed quarterly with a 1 year minimum commitment.
- There is a minimum \$11.95/min monthly billing for any single customer.
- This agreement will automatically renew with an identical term unless cancelled in writing using the form at www.pcsintl.com/pcscmailit-cancellation more than 30 days prior to expiration please refer to our Managed Hosting Terms and Conditions for more information about early cancellation options and fees – www.pcsintl.com/cancel.
- Prices quoted assume automatic payment by ACH or Credit Card. TERMS (paper) billing is available for \$10 per invoice with approved credit.
- Provisioning is setting up the service on our systems and is required.
- VIP Setup, if applicable, will be performed remotely during normal business hours (8am-6pm) call us to schedule.
- Data Transfer, if applicable, will be performed on a best effort basis as not all systems allow a one to one migration. Customer review of data after migration is required to verify everything is operating well.
- Restoration Fee of \$100.00 per customer will be charged.
- Support related to the cloud portion and any PCS provided software installed locally to run it are covered at no additional charge. Any additional support requested (for example, problems on your desktop, your internet service, or your network connectivity) will be billed at PCS standard billing rates and terms (if you would like a copy of those terms, please ask your account executive). Approved credit, TekPak, ACH, or Credit Card (with 3.75% convenience fee) is required for all hourly work.

**FINANCE & ADMINISTRATION COMMITTEE MEETING
AGENDA ITEM SUMMARY SHEET**

AGENDA ITEM DESCRIPTION	COMMITTEE REVIEW
Finance Committee Meeting Topic Survey	<input checked="" type="checkbox"/> Finance/Administration <input type="checkbox"/> Municipal Services <input type="checkbox"/> Public Safety Meeting Date: 6/12/2017

<input type="checkbox"/> Discussion Only	<input type="checkbox"/> Approval of Staff Recommendation (for consideration by Village Board at a later date)
<input type="checkbox"/> Seeking Feedback	<input type="checkbox"/> Approval of Staff Recommendation (for <u>immediate</u> consideration by Village Board)
<input type="checkbox"/> Regular Report	<input checked="" type="checkbox"/> Report/documents requested by Committee

BACKGROUND

At the May 8, 2017 regular meeting of the Finance & Administration Committee, the question was raised about what other towns discussed/reviewed at their finance committee meetings. Results of a search performed on other municipalities are as follows:

Village of Burr Ridge – no Finance Committee or equivalent

Village of Bolingbrook – no specific schedule, meetings are scheduled as needed (*see attached for sample agendas*)

Village of Clarendon Hills – Finance Committee meeting is held during regular Village Board meeting during a recess to committee meetings (*see attached for sample agendas*)

City of Darien – Monthly meetings held, however often cancelled and agenda appears focused typically on budget discussion and occasional large purchases

Village of Downers Grove – Finance & Admin Standing Committee was discontinued in 2013

Village of Hinsdale – As of January 1, 2015, meets only on an ad hoc basis. Issues typically addressed by Committee of the Whole (*see attached by Committee of the Whole Finance Commission agendas*)

Village of Westmont – monthly meeting; topics addressed include budget, sales of assets, tax revenue, refuse contract, grant request, water billing issues, etc. Monthly report given by Chairman and Finance Director (*see attached for sample agendas*)

Village of Western Springs – roughly monthly meetings, discussion items include budget amendments, property tax levy, bond issues, annual fees/charges review (*see attached for sample agendas*)

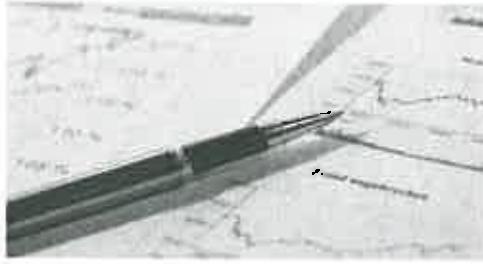
Village of Woodridge - no Finance Committee or equivalent

REQUEST FOR FEEDBACK

Staff would invite the Committee members to propose any changes they would like to the monthly agenda.

STAFF RECOMMENDATION

N/A



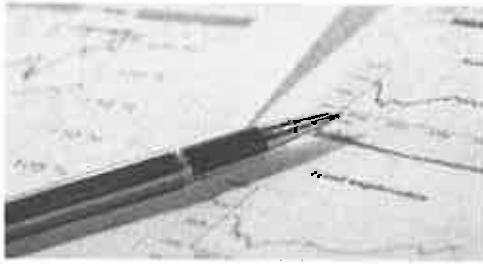
Village of Bolingbrook

FINANCE COMMITTEE MEETING AGENDA

November 15, 2016 @ 7:00 p.m.
Executive Board Room

1. Approval of the November 1, 2016 Finance Committee Meeting Minutes
2. Annual renewal of the Workers Comp Insurance
 - Speakers: Leah Cozad & Dan Mackey, Mesirow Financial
3. Presentation of the annual financial audit
 - Speakers: John Cutera & Brittany Diaz, BKD, LLP





FINANCE COMMITTEE MEETING AGENDA

November 1, 2016 @ 3:00 p.m.

Executive Board Room

1. Approval of the April 15, 2016 Finance Committee Meeting Minutes
2. Approval of the September 27, 2016 Finance Committee Meeting Minutes
3. Annual renewal of the Health Insurance
 - Speakers: Renee Formell, Mesirow Financial



12.125.23
125.256.25
2.568.99
14.544.254.21
89.256.01
998.54
587.584.23
89.78
78.548.25
3.745.871.69

FINANCE COMMITTEE

November 1, 2016

Regular Meeting

CALL TO ORDER:

Trustee Brown made a motion to open the meeting at 3:00 p.m. Chairman Morelli seconded. All in favor. Motion carried.

ROLL CALL:

Present:	Chairman:	Chairman Morelli
	Members:	Trustee Brown
		Rosa Cojulun, Finance Director
		Susan Mika, Assistant Director of Finance
	Guests:	James Boan, Village Attorney
		James Farrell, Assistant to the Mayor/Technology Director
		Renee Formell, Senior Vice President for Alliant/Mesirow
	Absent:	Trustee Schanks

OLD BUSINESS:

➤ None

NEW BUSINESS:

Trustee Brown made a motion to approve the April 15, 2016 minutes. Chairman Morelli seconded. All in favor. Motion carried.

Trustee Brown make a motion to approve the September 27, 2016 minutes. Chairman Morelli seconded. All in favor. Motion carried.

- ✓ Renee Formell passed out a booklet to all the committee members and staff, and then presented the annual proposal for health insurance costs.
 - She pointed out the annual medical fixed costs and expected claim liability is a 3.5% increase in section 3; the outline of the 4 plan benefits in section 5; and the different stop loss scenarios and plan design alternatives in section 8. She stated, overall, it was a good claim year.

Trustee Brown made a motion to accept the BCBS annual renewal proposal. Chairman Morelli seconded. All in favor. Motion carried.

- ✓ Finance Director Rosa Cojulun updated the committee on the status of the annual financial audit. She is looking to schedule a committee meeting some time before the board meeting in December.

ADJOURNMENT:

Trustee Brown made a motion to adjourn the meeting at 3:41 p.m. Seconded by Chairman Morelli. All in favor. Motion carried.



FINANCE COMMITTEE MEETING AGENDA

September 27, 2016 @ 7:30 p.m.

Executive Board Room

1. MUNIS software maintenance agreement

- Speakers: James Farrell, Asst. to the Mayor/Technology Director



FINANCE COMMITTEE

September 27, 2016

Regular Meeting

CALL TO ORDER:

Chairman Morelli made a motion to open the meeting at 7:30 p.m. Trustee Brown seconded. All in favor. Motion carried.

ROLL CALL:

Present:	Chairman:	Chairman Morelli
	Members:	Trustee Brown
		Rosa Cojulun, Finance Director
	Guests:	James Farrell, Assistant to the Mayor/Technology Director Jeanmarie Steiner, Accounting Manager
	Absent:	Trustee Schanks

OLD BUSINESS:

➤ None

NEW BUSINESS:

- ✓ Finance Director Rosa Cojulun asked to make a revision to the current agenda to add the review and approval of the July 18, 2016 minutes.

Chairman Morelli made a motion to approve the July 18, 2016 minutes. Trustee Brown second. All in favor. Motion carried.

- ✓ James Farrell passed out the annual proposal to all the committee members and staff. He then presented the renewal of the annual software maintenance agreement.
 - James went through and touched base on all the current modules the Village currently uses and elaborated on the new code enforcement module they are currently working on implementing. He also touched base on purging the data off of the AS400 software, and entering that data in the MUNIS software program.
- ✓ James went on to further explain that the annual maintenance includes the support, licensing and the updates of each module. He referred to page two that breaks down the cost for each module. He explained the cost does include the licensing that is needed on each desktop.
 - Chairman Morelli asked if everybody is using MUNIS.
 - Finance Director Rosa Cojulun stated that most everyone is using MUNIS. Payroll is still updated in MUNIS as it is easier to run financial reports in MUNIS than it is in the payroll software of MYFIRSTHR.
 - Finance Director Rosa Cojulun explained the process the Village is going through to update and implement the new code enforcement module.
 - Trustee Brown asked how the data is backed up.
 - James Farrell explained what and how often the backups are done.
 - Chairman Morelli asked how the security is on the MUNIS software.

FINANCE COMMITTEE

September 27, 2016

- James Farrel explained how the security is set up and works.
- Chairman Morelli recommended they get the exact cost from last year to this year for the board meeting regarding this renewal.

Chairman Morelli made a motion to approve the annual MUNIS software maintenance agreement. Trustee Brown second. All in favor. Motion carried.

- ✓ Finance Director Rosa Cojulun updated the committee on the status of the annual financial audit. She stated there is no penalty or fines to extend the audit for another 60 days.
 - Chairman Morelli just stated that the committee should look at scheduling a committee meeting before the November 15th board meeting to review the audit.

ADJOURNMENT:

Chairman Morelli made a motion to adjourn the meeting at 7:50 p.m. Seconded by Trustee Brown. All in favor. Motion carried.



FINANCE COMMITTEE MEETING AGENDA

July 18th, 2016 @ 4:00 p.m.
Executive Board Room

1. Renewal of the printer lease with Illinois Paper
 - Speakers: James Farrell
2. Renewal of the internet circuit for the Village of Bolingbrook
 - Speakers: James Farrell
3. Contract for the Village of Bolingbrook Website
 - Speakers: James Farrell





AGENDA

FOR THE REGULAR VILLAGE BOARD MEETING OF THE VILLAGE OF CLARENDON HILLS PRESIDENT AND BOARD OF TRUSTEES

MONDAY, APRIL 3, 2017 – 7:00 P.M.
VILLAGE HALL, 1 N. PROSPECT AVENUE

Call to Order

- 1 Roll Call
- 2 Pledge of Allegiance
- 3 Petitions and Communications/President's Report
 - 3.1 Arbor Day Proclamation
- 4 Addresses from the Audience
Non Agenda Items
- 5 Recess to Committee Meetings: (Roll Call Vote)

Administrative and Legislative

- 5.1 Class T-Liquor License for Notre Dame Block Party (*8.2 Consent Agenda*)
- 5.2 USPS Lease Renewal (*8.3 Consent Agenda*)
- 5.3 Internet Services Contract (*8.4 Consent Agenda*)

Community and Intergovernmental Affairs

None

Finance

None

Land Use

- 5.4 Walker Alley Stormwater Improvements (*Discussion Only*)

Public Safety

None

Public Services

- 5.5 Purchase of Tractor/Back-Hoe (*8.7 Consent Agenda*)
- 5.6 Disposal of Surplus Public Works Vehicles (*8.8 Consent Agenda*)
- 5.7 Village Hall Roof and Cupola Replacement (*8.9 Consent Agenda*)

- 6 Reconvene: (Roll Call Only)

- 7 Addresses from the Audience – Agenda Items

8 Consent Agenda/Omnibus Vote: (Roll Call Vote)

- 8.1 Approval of the Regular Village Board Meeting Minutes of March 20, 2017
- 8.2 Authorization to issue a Temporary Special Event Liquor License and waive the liquor license fee for the Notre Dame Parish Block Party (*Administrative and Legislative*)
- 8.3 Waiver of First Consideration, Second Consideration/Adoption of an Ordinance Approving a Ground Lease Agreement between the Village of Clarendon Hills and United State Postal Service (*Administrative and Legislative*)
- 8.4 Adoption of a Resolution Approving a Five Year Agreement between the Village of Clarendon Hills, DuPage County, Illinois and Comcast for Ethernet and Trunk Services for the Monthly Amount of \$850.00 (*Administrative and Legislative*)
- 8.5 Approval of Claims of Ordinance 17-03-01M (*Finance*)
- 8.6 Approval of Claims of Ordinance 17-04-01 (*Finance*)
- 8.7 Adoption of a Resolution Authorizing and Approving the Purchase of a Combination Tractor/Backhoe from McCann Industries, Inc. in an Amount Not to Exceed (*Public Services*)
- 8.8 Waiver of First Consideration, Second Consideration/Adoption of an Ordinance Authorizing the Sale of Surplus Property (2007 International 7400 and a 2008 Ford F450) through an “On-Line” Auction Service (*Public Services*)
- 8.9 Adoption of a Resolution Approving an Agreement between the Village of Clarendon Hills, DuPage County, Illinois and F.H. Paschen, S.N. Nielsen & Associates LLC for a New Roof and Cupola for the Village Hall in an Amount Not to Exceed \$112,549.67 (*Public Services*)

9 Report of Officers

10 Other Business

11 Recess to Executive Session

- 11.1 Review and Approval of Executive Session Minutes
- 11.2 Discuss the Purchase or Lease of Real Property

12 Reconvene to Village Board Meeting

13 Adjournment



AGENDA

FOR THE REGULAR VILLAGE BOARD MEETING OF THE VILLAGE OF CLARENDON HILLS PRESIDENT AND BOARD OF TRUSTEES

MONDAY, APRIL 17, 2017 – 7:00 P.M.
VILLAGE HALL, 1 N. PROSPECT AVENUE

Call to Order

- 1 Roll Call
- 2 Pledge of Allegiance
- 3 Petitions and Communications/President's Report
 - 3.1 Earth Day Proclamation
- 4 Addresses from the Audience
 - Non Agenda Items
- 5 Recess to Committee Meetings: (Roll Call Vote)

Administrative and Legislative

None

Community and Intergovernmental Affairs

None

Finance

- 5.1 Special Service Area (SSA) 30 (*Discussion Only*)
- 5.2 Appointment of an Authorized Agent for Illinois Municipal Retirement Fund (*8.3 Consent Agenda*)

Land Use

None

Public Safety

- 5.3 A Resolution Terminating the Intergovernmental Agreement for a Joint Radio System (*8.4 Consent Agenda*)

Public Services

- 5.4 Approval to Adopt the Annual IDOT Resolution for Maintenance using MFT funds (*8.5 Consent Agenda*)
- 5.5 Village Hall Roof Shingle Selection (*Discussion Only*)

- 6 Reconvene: (Roll Call Only)

- 7 Addresses from the Audience – Agenda Items

- 8 Consent Agenda/Omnibus Vote: (Roll Call Vote)**
 - 8.1 Approval of the Regular Village Board Meeting Minutes of April 3, 2017**
 - 8.2 Approval of Claims of Ordinance 17-04-02 (*Finance*)**
 - 8.3 Adoption of a Resolution Appointing an Authorized Agent for the Illinois Municipal Retirement Fund (*Finance*)**
 - 8.4 Adoption of a Resolution Terminating the Intergovernmental Agreement between the Villages of Clarendon Hills, Downers Grove, Westmont, Hinsdale, and Willow Springs, The Tri State Fire Protection District, and DuPage Public Safety Communications (Du-Comm) for the Southeast DuPage County Communications and Radio Networks (*Public Safety*)**
 - 8.5 Adoption of the Annual Illinois Department of Transportation Resolution for Maintenance Under the Illinois Highway Code, in the amount of \$276,550.00 (MFT funds) (*Public Services*)**

- 9 Report of Officers**

- 10 Other Business**

- 11 Recess to Executive Session**

- 12 Reconvene to Village Board Meeting**

- 13 Adjournment**



REVISED AGENDA

FOR THE REGULAR VILLAGE BOARD MEETING OF THE VILLAGE OF CLARENDON HILLS PRESIDENT AND BOARD OF TRUSTEES

MONDAY, MAY 1, 2017 – 7:00 P.M.
VILLAGE HALL, 1 N. PROSPECT AVENUE

Call to Order

- 1 Roll Call
- 2 Pledge of Allegiance
- 3 Petitions and Communications/President's Report
 - 3.1 Summer Meeting Schedule
- 4 Addresses from the Audience
 - Non Agenda Items
- 5 Recess to Committee Meetings: (Roll Call Vote)

Administrative and Legislative

None

Community and Intergovernmental Affairs

5.1 Hinsdale Golf Club Fireworks Permit (8.1 Consent Agenda)

Finance

5.2 Special Service Area (SSA) 30 (9.2 Non Consent Agenda)
5.3 Authorization for Alternate Revenue Bonds (9.3 Non Consent Agenda)
5.4 Amending Village Code in regard to Water Billing (8.2 Consent Agenda)
5.5 Water Bill On-Line Billing Payment (8.3 Consent Agenda)
5.6 Quarterly Treasurer's Report (8.4 Consent Agenda)

Land Use

5.7 Special Use Permit for 4 Walker Avenue (8.7 Consent Agenda)
5.8 Special Use Permit for 158 Burlington Avenue (8.8 Consent Agenda)

Public Safety

5.9 Village Prosecutor Contract Extension (8.9 Consent Agenda)
5.10 Surplus Bikes Auction (8.10 Consent Agenda)

Public Services

- 5.11 Awarding a Fixed Works Construction Contract for the 2017 Road Improvement Program to Orange Crush, LLC. in the amount of \$1,463,000.00 (*8.11 Consent Agenda*)
- 5.12 IGA with Westmont – Richmond Avenue (*8.12 Consent Agenda*)
- 5.13 Waverly Avenue Drainage Concern (*Discussion*)

6 Reconvene: (Roll Call Only)

7 Addresses from the Audience – Agenda Items

8 Consent Agenda/Omnibus Vote: (Roll Call Vote)

- 8.1 Authorization to issue a Permit for the Hinsdale Golf Club Fireworks Display to be held July 4, 2017 (rain date -July 5, 2017) (*Community and Intergovernmental Affairs*)
- 8.2 First Consideration of an Ordinance Amending the Clarendon Hills Village Code Chapter 9 and Chapter S9 in regard to Water Service (*Finance*)
- 8.3 Adoption of a Resolution Approving an Agreement between the Village of Clarendon Hills, DuPage County, Illinois and Third Millennium Associates, Inc. (TMA) (*Finance*)
- 8.4 Acceptance of the Quarterly Treasurer's Report (*Finance*)
- 8.5 Approval of Claims of Ordinance 17-04-01M (*Finance*)
- 8.6 Approval of Claims of Ordinance 17-05-01 (*Finance*)
- 8.7 Waive First Consideration, Second Consideration/Adoption of an Ordinance Granting a Special Use Permit for a Physical Fitness Facility in the B-2 Retail Business District (The Pilates Core, Inc. - 4 Walker Avenue) (*Lane Use*)
- 8.8 Waive First Consideration, Second Consideration/Adoption of an Ordinance Granting a Special Use Permit for a Physical Fitness Facility in the B-2 Retail Business District (Barre3 Inc. – 158 Burlington Avenue) (*Land Use*)
- 8.9 Adoption of a Resolution Approving an Agreement between the Village of Clarendon Hills, DuPage County, Illinois and Christine Charkewycz, Village Prosecutor (*Public Safety*)
- 8.10 Waive First Consideration, Second Consideration/Adoption of an Ordinance Authorizing the Sale of Abandoned Property (see attached list) through a Public Auction (*Public Safety*)
- 8.11 Adoption of a Resolution Awarding a Fixed Works Construction Contract for the 2017 Road Improvement Program to Orange Crush, LLC. in the amount of \$1,463,000.00 (*Public Services*)

8.12 Adoption of a Resolution Approving an Intergovernmental Agreement between the Village of Clarendon Hills and the Village of Westmont in regard to the Installation of Concrete Ribbon and Resurfacing of the Northern Section of Richmond Ave (*Public Services*)

9 Non Consent Agenda Items (Roll Call Vote)

9.1 Approval of the Regular Village Board Meeting Minutes of April 17, 2017

9.2 Waive First Consideration, Second Consideration/Adoption of an Ordinance Establishing Village of Clarendon Hills Special Service Area Number 30 (*Finance*)

9.3 Waive First Consideration, Second Consideration/Adoption of an Ordinance Authorizing the Issuance of General Obligation Bonds (Alternate Revenue Source) by the Village in an Aggregate Principal Amount Not To Exceed \$800,000 for the Purpose of Paying the Costs of Certain Road Improvements within Special Service Area Number 30 of the Village and to Pay the Expenses Incident Thereto (Said Bonds being General Obligation Bonds for which Real Property Taxes, Unlimited as to Rate or Amount, may be Levied, but which are Expected to be Paid From (I) Special Service Area Taxes Associated with said Special Service Area and (II) Motor Vehicle License Fees imposed by the Village Pursuant to the Village Municipal Code). (*Finance*)

10 Report of Officers

11 Other Business

12 Recess to Executive Session

13 Reconvene to Village Board Meeting

14 Adjournment

Reference Desk > Agendas & Minutes > Administrative Finance > 2016

Administrative-Finance - 2016 Meetings

Meeting Date

12/5/2016 - Canceled

11/7/2016 - Canceled

10/3/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

9/6/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

8/1/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

7/5/2016 - Canceled

6/6/2016 - Canceled

5/2/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

4/4/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

3/15/2016 - Canceled

3/8/2016 - Budget

[Agenda](#)

[Minutes](#)

[Video](#)

2/29/2016 - Budget

[Agenda](#)

[Minutes](#)

[Video](#)

2/23/2016 - Budget

[Agenda](#)

[Packet](#)

[Minutes](#)

[Video](#)

2/17/2016 - Budget

[Agenda](#)

[Packet](#)

[Minutes](#)

[Video](#)

2/1/2016

[Agenda](#)

[Packet](#)

[Minutes](#)

1/4/2016 - Canceled



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Administrative-Finance - 2017 Meetings

Meeting Date

6/5/2017 - Canceled

5/1/2017

[Agenda](#)

[Packet](#)

[Agenda](#)

[Packet](#)

[Minutes](#)

3/6/2017 - Budget

[Agenda](#)

[Packet](#)

[Minutes](#)

[Video](#)

3/6/2017 - Canceled

2/28/2017 - Budget

[Agenda](#)

[Packet](#)

[Minutes](#)

[Video](#)

2/22/2017 - Budget

[Agenda](#)

[Packet](#)

[Minutes](#)

[Video](#)

2/6/2017 - Canceled

1/3/2017 - Canceled



Administrative-Finance Committee
September 6, 2016
6:00 p.m. – City Hall Conference Room

- 1. Call to Order**
- 2. Public Comment**
- 3. New Business**
 - a. Presentation – Draft FYE 16 Annual Financial Report**
 - b. FYE 16 Audit to Budget Comparison**
 - c. Approval of Minutes – August 1, 2016**
- 4. Other Business**
- 5. Next Meeting – Monday, October 3, 2016**
- 6. Adjournment**

Administrative-Finance Committee
October 3, 2016
6:00 p.m. – City Hall Conference Room

1. Call to Order
2. Public Comment
3. New Business
 - a. Tax Levy – Motion to approve the tax levy determination for general and special purposes for Fiscal Year 2016/2017
 - b. Refuse Options – Discussion Only
 - c. Resolution – Authorizing the City to accept a proposal from AIS Inc. for computer consulting services and backup solutions in the amount of \$48,240.00 annually and a one-time charge of \$5,572.00 for equipment and set up
 - d. Approval of Minutes – September 6, 2016
4. Other Business
5. Next Meeting – Monday, November 7, 2016
6. Adjournment

Administrative-Finance Committee
April 3, 2017
6:00 p.m. – City Hall Conference Room

- 1. Call to Order**
- 2. Public Comment**
- 3. New Business**
 - a. Mosquito Contract** - Consideration to continue service with Clarke Mosquito for a two or three year contract
 - b. Motion** – Approving an agreement between the City of Darien and the Darien Chamber of Commerce - 2017 Darien Fest
 - c. Approval of Minutes – October 6, 2016**
- 4. Other Business**
- 5. Next Meeting – Monday, May 1, 2017**
- 6. Adjournment**

Administrative-Finance Committee
May 1, 2017
6:00 p.m. – City Hall Conference Room

- 1. Call to Order**
- 2. Public Comment**
- 3. New Business**
 - a. Motion – Authorizing the purchase of one (1) new server and installation in an amount not to exceed \$25,000.00 from our current IT provider AIS**
 - b. Approval of Minutes – April 3, 2017**
- 4. Other Business**
- 5. Next Meeting – **Monday, June 5, 2017****
- 6. Adjournment**

Home (<http://www.downers.us/>) » Government (<http://www.downers.us/govt>) » Boards & Commissions (<http://www.downers.us/govt/boards-commissions>) » Finance & Administrative Standing Committee

Content Navigation ▾

Finance & Administrative Standing Committee

- Committee discontinued

Last updated: Webmaster | Thursday, March 24, 2016

To investigate, evaluate, recommend and generally consider finance and administrative matters as referred by the Village Council or the Mayor. The Mayor, subject to confirmation by the Village Council, appoints the two members on this Board.

Members	Term	Meeting
2	n/a	Bi-weekly

Table 1: Member information.

- Staff Liaison Dave Fieldman (<mailto:dfieldman@downers.us>) (Phone: 630-434-5525)

Agendas

- Agenda 01-22-13 (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/Agenda_01-22-13.pdf)
- 2012 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2012_Agendas.pdf)
- 2011 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2011_Agendas.pdf)
- 2010 Agendas
- 2009 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2009_Agendas.pdf)
- 2008 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2008_Agendas.pdf)
- 2007 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2007_Agendas.pdf)
- 2006 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2006_Agendas.pdf)
- 2005 Agendas (http://www.downers.us/public/docs/board_commission/fin-admin_standing_committee/2005_Agendas.pdf)

Minutes


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[Police Pension Fund Board](#)
[Tree Board](#)
[Home](#) » [Government](#) » [Committees & Commissions](#) » [Administration and Community Affairs Committee](#)

Administration and Community Affairs Committee

This Committee specializes in matters concerning Village finances, administrative items, and parks and recreation activities. The Committee consists of four trustees. One trustee is selected by the Village President to be Chairperson of the Committee.

As of January 1, 2015, the Administration and Community Affairs Committee meets only on an ad hoc basis. Most issues requiring in-depth discussion are handled by the [Committee of the Whole](#).

Materials from past Administration and Community Affairs Committee meetings are available below.

Members

Gerald J. Hughes, Chair

[email](#)

Scott Banke

Chris Elder

Laura LaPlaca

2014

Foreign Fire Insurance Board	12/08/14	Agenda	Packet	Minutes	Video
Historic Preservation Commission	12/01/14 Rescheduled to 12/08/14				
Parks & Recreation Commission	11/03/14	Agenda	Packet	Minutes	Video
Plan Commission	10/13/14	Agenda	Packet	Minutes	Video
Police Pension Fund Board	10/06/14 Rescheduled to 10/13/14				
Tree Board	09/11/14	Agenda	Packet	Minutes	Video
Police Pension Fund Board	09/08/14 Rescheduled to 09/11/14				
Tree Board	08/04/14 Cancelled				
Police Pension Fund Board	07/07/14 Cancelled				
Police Pension Fund Board	06/02/14	Agenda	Packet	Minutes	Video



MEETING AGENDA

VILLAGE BOARD OF TRUSTEES

COMMITTEE OF THE WHOLE

FINANCE COMMISSION

JOINT MEETING

Tuesday, March 14, 2017

6:30 P.M.

MEMORIAL HALL – MEMORIAL BUILDING

(Tentative and Subject to Change)

1. CALL TO ORDER – Trustee Hughes/Chair

2. ROLL CALL

3. DISCUSSION ITEMS

a) Review and Discussion of the Draft FY2017-18 Budget

4. ADJOURNMENT

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Darrell Langlois, ADA Coordinator, at 630-789-7014 or by TDD at 630-789-7022 promptly to allow the Village of Hinsdale to make reasonable accommodations for those persons. Website <http://villageofhinsdale.org>



MEETING AGENDA

VILLAGE BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
FINANCE COMMISSION
JOINT MEETING

Monday, January 23, 2017
7:00 P.M.

MEMORIAL HALL – MEMORIAL BUILDING
(Tentative and Subject to Change)

1. CALL TO ORDER – Trustee Hughes/Chair

2. ROLL CALL

3. DISCUSSION ITEMS

a) Review and Discussion of the Draft FY2017-18 through FY2021-22 Capital Improvement Plan (CIP)

4. ADJOURNMENT

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MEETING AGENDA

**VILLAGE BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE**

**Tuesday, April 5, 2016
7:00 P.M.**

**MEMORIAL HALL – MEMORIAL BUILDING
(Tentative and Subject to Change)**

1. CALL TO ORDER – Trustee Hughes/Chair

2. ROLL CALL

3. DISCUSSION ITEMS

- a) Draft FY2016-17 through FY2020-21 Capital Improvement Plan (CIP)
- b) Draft FY2016-17 Budget

4. ADJOURNMENT

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Darrell Langlois, ADA Coordinator, at 630-789-7014 or by TDD at 630-789-7022 promptly to allow the Village of Hinsdale to make reasonable accommodations for those persons. Website <http://villageofhinsdale.org>



MEETING AGENDA

VILLAGE BOARD OF TRUSTEES
COMMITTEE OF THE WHOLE
Monday, February 22, 2016
7:00 P.M.
MEMORIAL HALL – MEMORIAL BUILDING
(Tentative and Subject to Change)

1. CALL TO ORDER – Trustee LaPlaca/Chair

2. ROLL CALL

3. DISCUSSION ITEMS

- a) 57th Street and South Madison – addition of a turn lane
- b) Tree Ordinance revision
- c) Surface Transportation Program funding
- d) Residential sump pump discharge

4. ADJOURNMENT

The Village of Hinsdale is subject to the requirements of the Americans with Disabilities Act of 1990. Individuals with disabilities who plan to attend this meeting and who require certain accommodations in order to allow them to observe and/or participate in this meeting, or who have questions regarding the accessibility of the meeting or the facilities, are requested to contact Darrell Langlois, ADA Coordinator, at 630-789-7014 or by TDD at 630-789-7022 promptly to allow the Village of Hinsdale to make reasonable accommodations for those persons. Website <http://villageofhinsdale.org>



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
westmont.il.gov | finance@westmont.il.gov

PUBLIC NOTICE

The VILLAGE OF WESTMONT Finance Committee

meeting is scheduled for

April 13, 2017

Westmont Village Hall - 31 West Quincy Street

4:00 p.m.

FINANCE COMMITTEE

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
 - A. March 2, 2017 Meeting Minutes
 - B. March 9, 2017 Meeting Minutes
- V. **UNFINISHED BUSINESS**
- VI. **NEW BUSINESS**
 - A. Sale of Fire Truck
 - B. Budget Follow-up
 - C. Places for Eating Tax Follow-up
- VII. **REPORTS**
 - A. Chairperson
 - B. Finance Director
- VIII. **ADJOURN** (next meeting scheduled May 11, 2017)



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
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PUBLIC NOTICE

The VILLAGE OF WESTMONT Finance Committee
Has scheduled a Special Meeting on
March 9, 2017
Westmont Village Hall - 31 West Quincy Street
6:00 p.m.

FINANCE COMMITTEE

Special Meeting AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
 - A. February 2, 2017 Meeting Minutes
- V. **UNFINISHED BUSINESS**
- VI. **NEW BUSINESS**
 - A. Capital Budget
- VII. **REPORTS**
 - A. Chairperson
 - B. Finance Director
- VIII. **ADJOURN** (next meeting scheduled April 13, 2017)



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
westmont.il.gov | finance@westmont.il.gov

PUBLIC NOTICE

The VILLAGE OF WESTMONT Finance Committee
meeting is scheduled for
March 2, 2017
Westmont Village Hall - 31 West Quincy Street
4:00 p.m.

FINANCE COMMITTEE

AMENDED AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
 - A. February 2, 2017 Meeting Minutes
- V. UNFINISHED BUSINESS
- VI. NEW BUSINESS
 - A. Hotel/Motel Grant Request - Lions Red, White, and BBQ
 - B. Waste Management Contract
- VII. REPORTS
 - A. Chairperson
 - B. Finance Director
- VIII. ADJOURN (next meeting scheduled March 2, 2017)



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
westmont.il.gov | finance@westmont.il.gov

PUBLIC NOTICE

The VILLAGE OF WESTMONT Finance Committee
meeting is scheduled for
February 2, 2017
Westmont Village Hall - 31 West Quincy Street
4:00 p.m.

FINANCE COMMITTEE

AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL**
- III. **PLEDGE OF ALLEGIANCE**
- IV. **APPROVAL OF MINUTES**
 - A. January 5, 2017 Meeting Minutes
- V. **UNFINISHED BUSINESS**

- VI. **NEW BUSINESS**
 - A. Sale of Fire Truck
 - B. Budgetary Impact of Downtown Streetscape

- VII. **REPORTS**
 - A. Chairperson
 - B. Finance Director

- VIII. **ADJOURN** (next meeting scheduled March 2, 2017)



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

Tel: 630-981-6230 Fax: 630-829-4440
westmont.il.gov | finance@westmont.il.gov

PUBLIC NOTICE

The VILLAGE OF WESTMONT Finance Committee
meeting is scheduled for
January 5, 2017
Westmont Village Hall - 31 West Quincy Street
4:00 p.m.

FINANCE COMMITTEE

AGENDA

- I. CALL TO ORDER
- II. ROLL CALL
- III. PLEDGE OF ALLEGIANCE
- IV. APPROVAL OF MINUTES
 - A. December 8, 2016 Meeting Minutes
- V. UNFINISHED BUSINESS
 - A. Cigarette Tax
 - B. Update on Water billing factor issue
- VI. NEW BUSINESS
 - A. Lien Fees
- VII. REPORTS
 - A. Chairperson
 - B. Finance Director
 - a. Revenues projections
- VIII. ADJOURN (next meeting scheduled February 2, 2017)



FINANCE

31 West Quincy Street, Westmont, Illinois 60559

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westmont.il.gov | finance@westmont.il.gov

draft

Finance Committee Meeting Minutes - January 5, 2017 Westmont Village Hall

Call to Order: 4:00 pm - Mayor Gunter

Pledge of Allegiance

Roll Call: Committee

Staff

Trustee Liddle Trustee Barker Mayor Gunter Clerk Szymski Trustee Addington (4:18)	Director Parker Manager May Police Chief Gunther Deputy Liquor Commissioner Mulhearn Deputy Fire Chief Riley Fire Chief Weiss
Visitors	<i>None</i>

Minutes approved: The December 8, 2016 Meeting Minutes were approved by a motion from Trustee Liddle and a second by Trustee Barker, all ayes.

UNFINISHED BUSINESS: Director Parker began the meeting presenting objectives of the reviewed topics:

Cigarette Tax update: Director Parker started the discussion by saying there is an update about the Cigarette Tax. He has spoken to the contact at the National Association of Tobacco Outlets who previously reached out to us. The person at National Association of Tobacco Outlets found that the restriction he recalled related to the tax does not apply to us because the Village does not have home rule. This matches with our attorney's previous finding that since we are not home rule anymore, we could do a cigarette tax. The next step in this process is to find out how much revenue we would get from the tax. To find that out, we would need to find out how many stores are selling cigarettes in Westmont and make an educated guess from that information. Director Parker stated that the tax would be one penny per pack of cigarettes. The retailer would have to report to us how many they have sold. It would be on an honor system from the retailer who is selling, unless we audit them for their records.

Water meter factoring issue: Director Parker reiterated that the issue with the water meters was that some read a number of 1, 10 or 100 gallons and then our computer multiplies it by 1, 10 or 100. Some of the accounts are being billed only 10% of what they should be charged because of an error in the system entry. Staff has looked through data to see if other potential issues could be identified. The Public Works department tested one of the meters today and found that, as

indicated by that data, the system calculating incorrectly. Staff will continue to look into and test other meters we suspect may be incorrect to see which other meters are affected. Director Parker also stated we are still looking into giving payment plans to residents if one is needed.

NEW BUSINESS: Director Parker presented objectives of the agenda topics:

Lien Fees: Director Parker started the topic with an overview of how we assess lien fee amounts. When a Lien is put on someone's house the fee we charge to put the lien on and take the lien off is \$115.00. We have had several questions as to how we came up with that dollar amount. After reviewing the time it takes to process the paperwork needed to set up the lien and take off the lien, get the paperwork to the county, we calculated the dollar amount for our costs is about \$60.00. We are thinking of potentially reducing the fee we charge to put the lien on and release a lien down to \$60.00.

The finance department is thinking about using liens more frequently, especially if we are giving extended payment plans to residents who had a large bill, or trouble making payments. Director Parker asked the Committee's opinion on putting liens on properties along with a payment plan. This would be for payment plans that take a long time to pay back. We are thinking of doing this so if the payment plan is not completed, we can use the lien to collect payment. In addition to the payment plan there would also be the \$60.00 lien fee. If this is implemented, it will be in the future. We will look at how long the payment plan will be in effect and set a minimum dollar amount on the payment plan for there to be a lien placed on the house. These liens will be for water bill payment plans only. If there is a foreclosure that has this payment plan on a property, we will not recover the \$30 cost of putting the lien on the property.

REPORTS:

Director Parker presented on the following topics:

Revenue Projections: Director Parker said that departments have prepared and turned in their initial submissions for the draft budget. Finance will look at the submissions, meet with Manager May, fine tune them, and decide what will make it to the draft budget. These numbers may change by the time they make it to budget.

Director Parker gave a review of the following Tax projections:

The Income Tax estimated by Illinois Municipal League (IML) 2017 is trending at \$97.20 per capita, last year was estimated to be \$102.00 for this time. We are looking at a reduction of about \$100,000 in income tax this year.

Sales Tax varies on a month by month basis. Right now it is projected to be where we budgeted, which is a zero percent increase.

The Local Use Tax projection we received from IML is projected to go up from our budget by about \$40,000.00. This can only be based on where we are now, and we have to project the rest.

Utility Tax, (telecom, ComEd and Nicor) we will raise the Utility Tax budget to \$30,000.00.

The Video Gaming Tax will be raised by \$100,000.00 to be up to \$300,000.00 in revenue.

The Property Tax general fund has a reduction of \$100,000.00 this year, because more has to go to police pension this year.

The Places for Eating Tax is doing better than last year, it will be increased by \$50,000.00. Right now we have about 15 to 20 places that do not pay their Places for Eating Tax. A letter is being drafted about the potential fines, possible loss of business license, possible loss of liquor license, and possible fines of \$50-\$75 a day that will go out to those places. After our attorney approves the letter it will go out to them. There are a few places that have never paid, or they paid inconsistently. Some places may not be even collecting the tax, and some are collecting the tax and not paying.

Motor Fuel Tax is looking at no change. We are tracking well with what IML predicts and what we budgeted.

Hotel/Motel Tax is looking at increase of about \$100,000.00 this year. This number may be a little less if construction affects revenue.

We are receiving our IML reports in a timely manner. The reports seem low, but we are close to what we are budgeting for and where we expect to be at budget time.

In fiscal year 2017/2018 there was a total net increase of \$20,000.00.

Last fiscal year we had an increase of \$1,000,000.00. That money went to annual costs and special projects in the Village. Most of that money has been used.

BUDGET MEETINGS: The Budget Workshop meeting will be Thursday, April 6, 2017 at 6:00pm. A back up day, or to finish would be Friday, April 7, 2017.

The next Finance meeting is February 2, 2017.

Adjourn: 4:25 pm, motion by Mayor Gunter and second by Trustee Guzzo, all ayes.

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60560-1478 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

Thursday, March 9, 2017

4:00 pm

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Deanne Glowiak

James Horvath

Sheila Hansen

Edward Tymick

Patrick Ward

Alex Gallagher

1. Public Comment
2. Minutes
3. Police Pension Fund Review
4. Referendum Bond Issue, Series 2017 Review
5. Other Business

CLERK

Jeanine Jasica

MANAGER

Patrick Higgins

Trustee James Horvath, Chairman

cc: William Rodeghier, Village President
Edward Tymick, Village Trustee
Patrick R. Higgins, Village Manager
Grace Turi, Director of Finance

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 3/6/2017

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE of WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60558-1478 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

Monday, January 23, 2017

6:00 pm

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Dianne Glowicki

James Horvath

Shelli Hansen

Edward Tymick

Patrick Ward

Alice Gallagher

1. Public Comment
2. Minutes
3. FY 2017 Fees and Charges Review
4. Other Business

CLERK

Jeanine Janice

Trustee James Horvath, Chairman

MANAGER

Patrick Higgins

cc: William Rodeghier, Village President
Edward Tymick, Village Trustee
Patrick R. Higgins, Village Manager
Grace Turi, Director of Finance

DIRECTORS

Tracy Alden

Grace Turi

Pat Schuyler

Ingard Velkme

Martin Scott

Pamela Church

Matthew Supina

Patrick Kenny

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Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60556-1478 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

PRESIDENT

William Rodeghier

TRUSTEES

Suzanne Glowski

James Horvath

Shelia Hansen

Edward Tymick

Patrick West

Alex Gallagher

Thursday, January 05, 2017

5:30 pm

President's Chambers

740 HILLGROVE AVENUE

1. Public Comment
2. Minutes
3. FY 2017 Fees and Charges Review
4. Other Business

CLERK

Jeanine Andrus

Trustee James Horvath, Chairman

MANAGER

Patrick Higgins

cc: William Rodeghier, Village President
Edward Tymick, Village Trustee

DIRECTORS

Tracy Alden

Grace Turi

Pat Schramm

Janet Velkova

Marty Scott

Pamela Church

Matthew Superi

Patrick Kenny

Patrick R. Higgins, Village Manager
Grace Turi, Director of Finance

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 12/31/2016

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60558-1478 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

Monday, December 05, 2016

6:15 pm

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Susanne Grawish

James Horvath

Sheila Hansen

Edward Tymick

Patrick Woda

Alex Gallagher

1. Public Comment
2. Minutes
3. Budget Amendments
4. Other Business

CLERK

Jeanne Jivac

Trustee James Horvath, Chairman

MANAGER

Patrick Higgins

cc: William Rodeghier, Village President
Edward Tymick, Village Trustee
Patrick R. Higgins, Village Manager
Grace Turi, Director of Finance

DIRECTORS

Tracy Akins

Grace Turi

Pat Schramm

Ingrid Melhne

Martin Scott

Pamela Church

Matthew Super

Patrick Kenny

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 12/1/2016

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60558 1426 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

Friday, November 11, 2016

2:30 pm

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Suzanne Glowacki

James Horvath

Shawn Hansen

Edward Tymick

Patrick Ward

Alice Gallesker

CLERK

Jeanine Tarsca

MANAGER

Patrick Higgins

Trustee James Horvath, Chairman

cc: William Rodeghier, Village President

Edward Tymick, Village Trustee

Patrick R. Higgins, Village Manager

Grace Turi, Director of Finance

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 11/8/2016

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE *of* WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60560-1478 | www.wsprings.com

MEETING NOTICE FINANCE COMMITTEE MEETING

Friday, October 28, 2016

9:30 am

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Susanna Gornick

James Horvath

Shelia Hartman

Edward Tymick

Patrick Ward

Alice Gallagher

CLERK

Jeanine Jansen

MANAGER

Patrick Higgins

Trustee James Horvath, Chairman

cc: William Rodeghier, Village President

Edward Tymick, Village Trustee

Patrick R. Higgins, Village Manager

Grace Turi, Director of Finance

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 10/26/2016

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

VILLAGE of WESTERN SPRINGS



740 HILLGROVE AVENUE | WESTERN SPRINGS, IL 60558-1478 | www.wsprings.com

MEETING NOTICE
FINANCE COMMITTEE MEETING

Thursday, October 20, 2016

5:00 pm

President's Chambers

740 HILLGROVE AVENUE

PRESIDENT

William Rodeghier

TRUSTEES

Suzanne Glowick

James Horvath

Stella Hansen

Edward Tymick

Patrick Ward

Alice Gatcheler

CLERK

Jeanine Justice

MANAGER

Patrick Higgins

DIRECTORS

Tracy Alder

Grace Turi

Pat Schramm

Regina Medvina

Martin Scott

Pamela Church

Matthew Superi

Patrick Keeley

Trustee James Horvath, Chairman

cc: William Rodeghier, Village President
Edward Tymick, Village Trustee
Patrick R. Higgins, Village Manager
Grace Turi, Director of Finance

2nd Original to Clerk's Office for Posting

e-mailed to: Papers 8/16/2016

Individuals with disabilities who plan to attend this meeting and who require accommodations in order to allow them to observe and participate, or who have questions regarding accessibility of the meeting or facilities, are requested to contact Elaine Haeske Deputy Clerk at 708-246-1800, extension 127.

**VILLAGE OF WILLOWBROOK
CHECKS ISSUED
FISCAL YEAR 2017-2018**

MONTH	BOARD APPROVED WARRANTS	GROSS PAYROLL (ACTIVE & POLICE PENSION)	Note 1 HANDWRITTEN CHECKS	MONTHLY TOTAL
MAY	\$ 244,929.12	\$ 157,703.50		
MAY	312,498.23	253,106.16	\$ 376,235.59	2 \$ 1,344,472.60
JUNE				\$ -
JUNE				\$ -
JULY				\$ -
JULY				\$ -
AUG				\$ -
AUG				\$ -
SEPT				\$ -
SEPT				\$ -
SEPT				\$ -
OCT				\$ -
OCT				\$ -
NOV				\$ -
NOV				\$ -
DEC				\$ -
DEC - safety				\$ -
DEC				\$ -
JAN				\$ -
JAN				\$ -
FEB				\$ -
FEB				\$ -
MAR				\$ -
MAR				\$ -
MAR				\$ -
APR				\$ -
APR				\$ -
	\$ 557,427.35	\$ 410,809.66	\$ 376,235.59	\$ 1,344,472.60

Note 1 Handwritten checks from prior month that appear on this warrant report have been subtracted so they are not double counted

Note 2 Includes payments to LJ Morse approved separately by Village Board

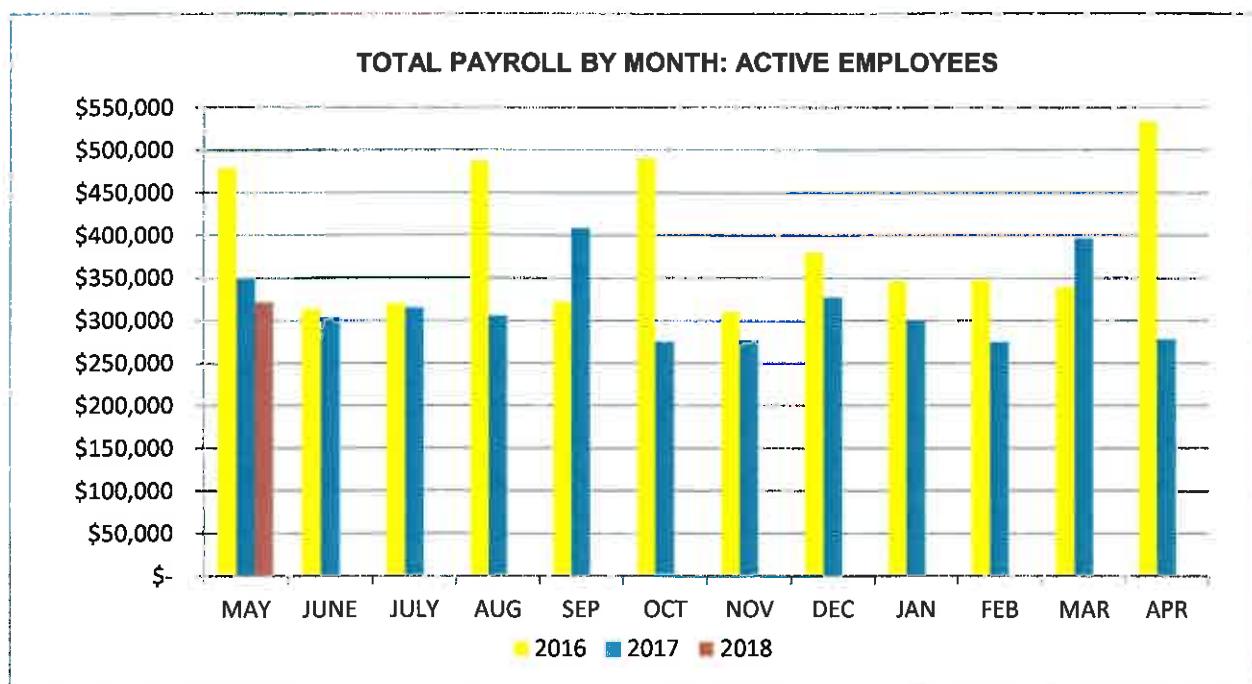
**VILLAGE OF WILLOWBROOK
PAYROLL - BY MONTH/YEAR
FY 2016 - FY 2018**

MONTHLY PAYROLL TOTALS (ACTIVE EMPLOYEES ONLY)

MONTH	FISCAL 2016	# of payrolls	FISCAL 2017	# of payrolls	FISCAL 2018	# of payrolls
MAY	\$ 478,815	3	\$ 348,394	2	\$ 321,672	2
JUNE	313,049	2	302,429	2		
JULY	320,009	2	314,983	2		
AUG	485,924	2	305,498	2		
SEP	321,599	2	408,797	3		
OCT	489,679	3	275,405	2		
NOV	309,630	2	276,469	2		
DEC	379,193	2 *	327,559	2 *		
JAN	345,774	2	300,427	2		
FEB	347,437	2	274,528	2		
MAR	339,053	2	396,135	3		
APR	533,906	3	277,793	2		
TOTAL	\$ 4,664,069	27	\$ 3,808,417	26	\$ 321,672	2
AVERAGE PAYROLL	\$ 172,743		\$ 146,478		\$ 160,836	
CHANGE FROM PRIOR YEAR			-15.21%		9.80%	

* Includes safety incentive

TOTAL PAYROLL BY MONTH: ACTIVE EMPLOYEES

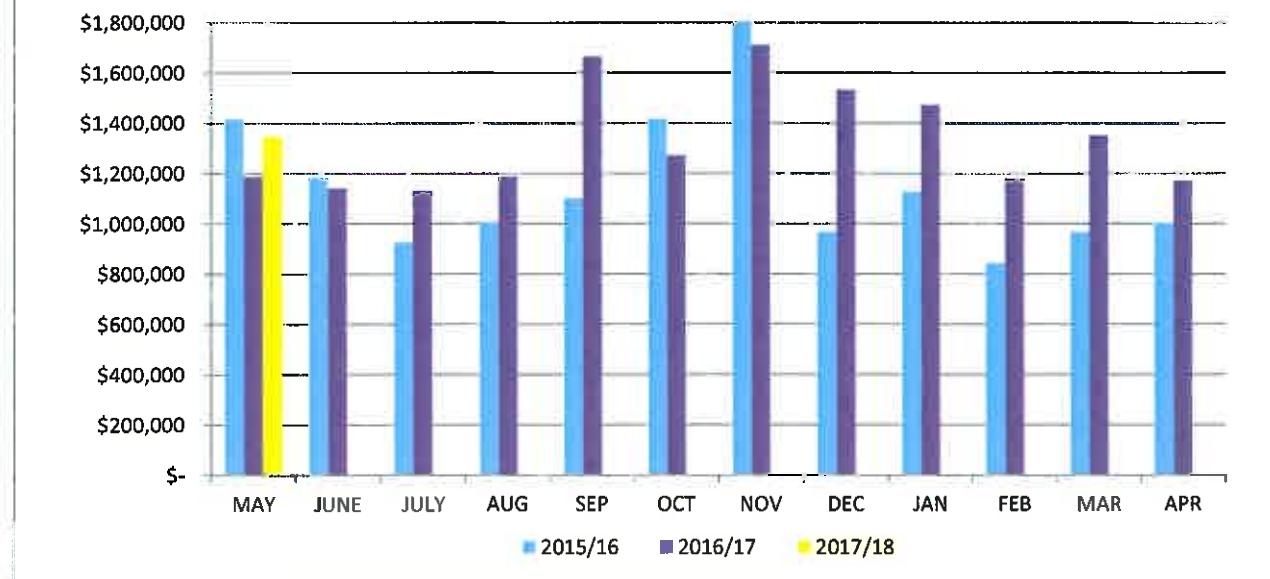


VILLAGE OF WILLOWSBROOK
CASH OUTLAY
ALL FUNDS

MONTH	MONTHLY TOTALS			AVERAGE DAILY OUTLAY	
	FISCAL 2015/16	FISCAL 2016/17	FISCAL 2017/18	FISCAL 2017/18	FISCAL 2016/17
MAY	\$ 1,416,426	\$ 1,188,234	**	\$ 1,344,473	@
JUNE	1,186,012	1,141,186			38,040
JULY	927,140	1,128,892			36,416
AUG	1,007,224	**	1,188,339	#	38,334
SEP	1,102,832	1,665,829	#		55,528
OCT	1,417,022	**	1,273,226		41,072
NOV	1,807,192	***	1,711,581	@	57,053
DEC	966,771	1,533,413	@		49,465
JAN	1,128,355	1,472,885	#		47,512
FEB	843,545	1,180,244	@		42,152
MAR	968,714	1,351,417	@		43,594
APR	1,003,924	1,171,733	@		39,058
TOTAL	\$ 13,775,157	\$ 16,006,979		\$ 1,344,473	
AVERAGE	\$ 1,147,930	\$ 1,333,915		\$ 1,344,473	\$ 43,370 \$ 43,879

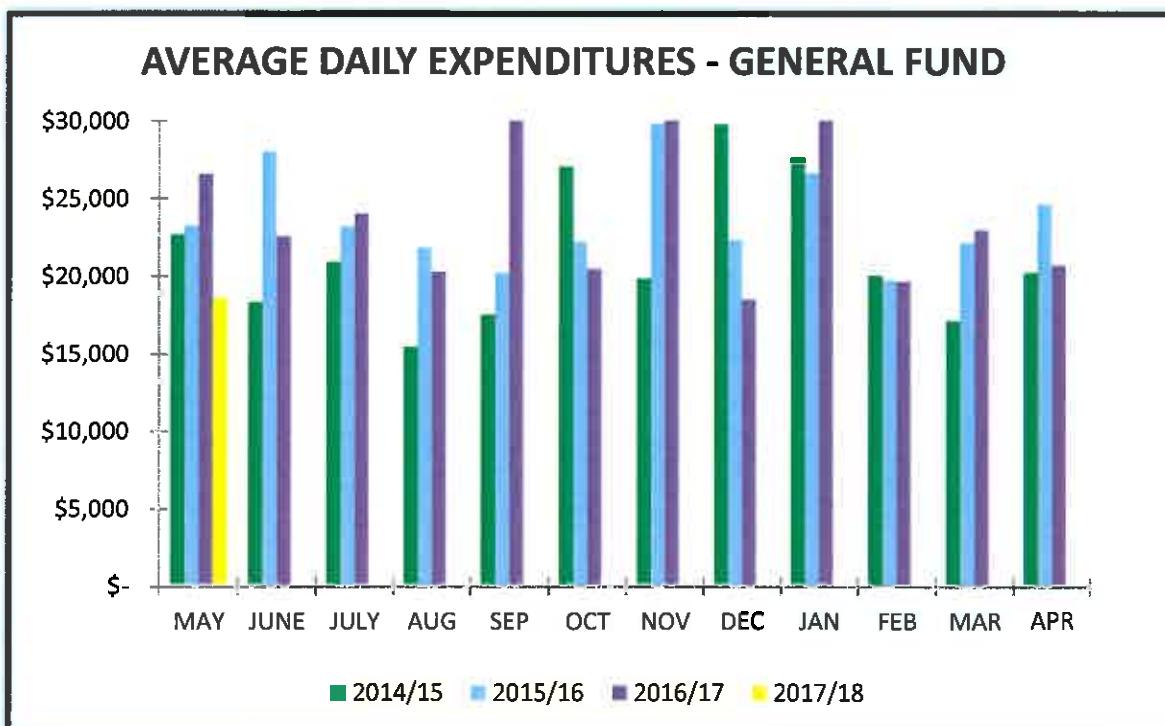
- * Includes payment to FBG Corp. for Village Hall remodel
- ** Includes retirement payout
- *** Includes final sales tax sharing payment on Town Center
- # Includes payment to Am-Coat Painting for standpipe repainting
- @ Includes payment to LJ Morse for police department renovation

TOTAL MONTHLY CASH OUTLAY - ALL FUNDS



VILLAGE OF WILLOWSBROOK
AVERAGE DAILY EXPENDITURES
GENERAL FUND

MONTH	FISCAL 2014/15	FISCAL 2015/16	FISCAL 2016/17	FISCAL 2017/18
MAY	\$ 22,642	\$ 23,224	\$ 26,585	\$ 18,546
JUNE	18,301	28,030	22,563	
JULY	20,913	23,173	24,006	
AUG	15,408	21,816	20,266	
SEP	17,512	20,205	31,190	
OCT	27,062	22,217	20,454	
NOV	19,812	29,824	31,257	
DEC	29,772	22,293	18,476	
JAN	27,646	26,606	32,341	
FEB	20,004	19,732	19,649	
MAR	17,084	22,134	22,966	
APR	20,221	24,628	20,696	
AVERAGE	\$ 21,365	\$ 23,657	\$ 24,204	\$ 18,546
% CHANGE		10.73%	2.31%	-23.38%



VILLAGE OF WILLOWSBROOK
FINANCIAL REPORT
MUNICIPAL SALES AND USE TAXES

MONTH	SALE	DIST	MADE	13-14	14-15	15-16	16-17	17-18
MAY	FEB	\$	250,138	\$ 245,589	\$ 253,282	\$ 267,882	\$ 264,472	
JUNE	MAR		304,370	293,285	301,469	312,681		
JULY	APR		295,557	293,319	267,013	269,580		
AUG	MAY		334,102	342,029	328,251	331,887		
SEPT	JUNE		338,139	330,203	349,847	398,196		
OCT	JULY		300,405	318,631	306,409	316,266		
NOV	AUG		332,925	349,800	337,896	315,293		
DEC	SEPT		288,422	287,860	360,843	325,374		
JAN	OCT		283,164	303,324	318,340	289,208		
FEB	NOV		295,860	296,349	304,839	304,898		
MARCH	DEC		387,074	365,874	393,072	371,080		
APRIL	JAN		234,816	253,532	266,970	263,392		
TOTAL			\$ 3,644,970	\$ 3,679,794	\$ 3,788,231	\$ 3,765,737	\$ 264,472	
MTH AVG			\$ 303,747	\$ 306,650	\$ 315,686	\$ 313,811	\$ 264,472	
BUDGET			\$ 3,493,374	\$ 3,447,000	\$ 3,450,000	\$ 3,600,000	\$ 3,600,000	

YEAR TO DATE LAST YEAR : \$ 267,882

YEAR TO DATE THIS YEAR : \$ 264,472

DIFFERENCE : \$ (3,410)

PERCENTAGE CHANGE :

-1.27%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,600,000

PERCENTAGE OF YEAR COMPLETED : 8.33%

PERCENTAGE OF REVENUE TO DATE : 7.35%

PROJECTION OF ANNUAL REVENUE : \$ 3,717,801

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 117,801

EST. PERCENT DIFF ACTUAL TO BUDGET

3.3%

VILLAGE OF WILLOWSBROOK
FINANCIAL REPORT
MUNICIPAL INCOME TAXES

MONTH	13-14	14-15	15-16	16-17	17-18
MAY	\$ 145,711	\$ 129,077	\$ 153,084	\$ 116,485	\$ 114,461
JUNE	49,504	48,077	63,573	55,680	
JULY	75,818	79,570	89,698	79,465	
AUG	47,106	46,418	52,054	46,276	
SEPT	45,955	45,391	49,578	50,547	
OCT	80,177	80,992	87,136	74,694	
NOV	53,084	54,604	57,454	50,133	
DEC	42,371	41,059	44,933	45,419	
JAN	78,464	69,567	84,307	73,433	
FEB	83,270	103,795	92,258	84,930	
MARCH	47,560	45,280	53,411	44,453	
APRIL	83,170	92,531	82,644		85,726
TOTAL	\$ 832,190	\$ 836,361	\$ 910,130	\$ 807,241	\$ 114,461
MTH AVG	\$ 69,349	\$ 69,697	\$ 75,844	\$ 67,270	\$ 114,461
BUDGET	\$ 725,760	\$ 787,000	\$ 634,095	\$ 740,418	\$ 862,540

Boxed Numbers - Village has not yet received distribution

YEAR TO DATE LAST YEAR: \$ 116,485

YEAR TO DATE THIS YEAR: \$ 114,461

DIFFERENCE: \$ (2,024)

PERCENTAGE CHANGE:

-1.74%

BUDGETED REVENUE: \$ 862,540

PERCENTAGE OF YEAR COMPLETED : 8.33%

PERCENTAGE OF REVENUE TO DATE : 13.27%

PROJECTION OF ANNUAL REVENUE : \$ 793,215

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ (69,325)

EST. PERCENT DIFF ACTUAL TO BUDGET

-8.0%

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL UTILITY TAXES**

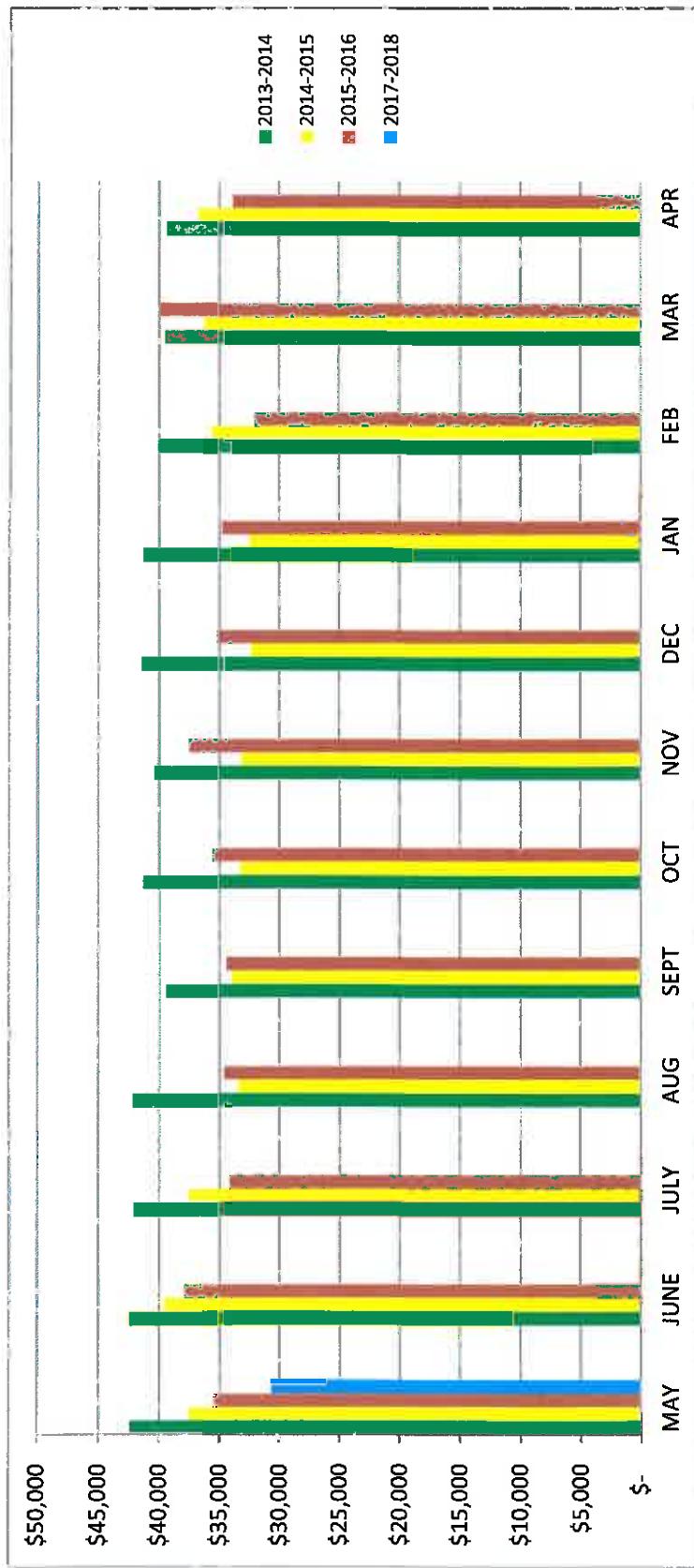
**Telecommunications Tax - 6%
Nicor & Com-Ed - 5%**

MONTH	13-14	14-15	15-16	16-17	17-18
MAY	\$ 90,574	\$ 99,485	\$ 76,117	\$ 76,429	\$ 71,829
JUNE	89,915	85,846	77,206	73,715	
JULY	85,555	83,409	74,787	78,330	
AUG	92,752	82,223	77,480	79,068	
SEPT	85,886	80,670	83,767	80,232	
OCT	91,517	78,849	84,774	83,653	
NOV	76,797	72,129	77,541	74,678	
DEC	86,830	75,956	73,164	73,400	
JAN	96,816	91,629	82,913	87,946	
FEB	110,480	104,644	90,637	96,872	
MARCH	114,052	100,962	94,877	90,339	
APRIL	108,307	91,452	78,653	80,801	
TOTAL	\$ 1,047,254	\$ 971,916	\$ 971,916	\$ 975,463	\$ 71,829
MTH AVG	\$ 94,123	\$ 87,271	\$ 80,993	\$ 81,289	\$ 71,829
BUDGET	\$ 1,160,000	\$ 1,075,000	\$ 1,075,000	\$ 1,000,000	\$ 1,000,000
YEAR TO DATE LAST YEAR:			\$ 76,429		
YEAR TO DATE THIS YEAR:			\$ 71,829		
DIFFERENCE:			\$ (4,600)		
PERCENTAGE CHANGE:			-6.02%		
BUDGETED REVENUE:				\$ 1,000,000	
PERCENTAGE OF YEAR COMPLETED :				8.33%	
PERCENTAGE OF REVENUE TO DATE :				7.18%	
PROJECTION OF ANNUAL REVENUE :				\$ 916,754	
EST. DOLLAR DIFF ACTUAL TO BUDGET				\$ (83,246)	
EST. PERCENT DIFF ACTUAL TO BUDGET				-8.3%	

VILLAGE OF WILLOWBROOK
SIMPLIFIED TELECOMMUNICATION TAX
CASH BASIS

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
MAY	\$ 42,198	\$ 42,452	\$ 37,525	\$ 35,456	\$ 35,774	\$ 30,650
JUNE	68,291	42,409	39,536	37,901	35,405	
JULY	43,194	42,081	37,504	34,148	34,133	
AUG	42,446	42,164	33,430	34,626	29,565	
SEPT	43,089	39,419	33,909	34,389	31,506	
OCT	42,717	41,333	33,239	35,567	32,636	
NOV	44,479	40,398	33,142	37,509	33,567	
DEC	42,474	41,474	32,322	35,136	33,074	
JAN	44,272	41,338	32,454	34,752	31,848	
FEB	43,250	40,051	35,607	32,046	32,796	
MAR	42,291	39,527	36,250	39,967	33,363	
APR	42,541	39,390	36,717	33,877	30,616	
TOTAL:	\$ 541,242	\$ 492,036	\$ 421,635	\$ 425,374	\$ 394,283	\$ 30,650
5 year average:		\$ 454,914		YTD PRIOR YEAR		\$ 35,774
				YTD CURRENT YEAR		\$ 30,650
				DIFFERENCE		\$ (5,124)
				PERCENTAGE CHANGE		-14.32%

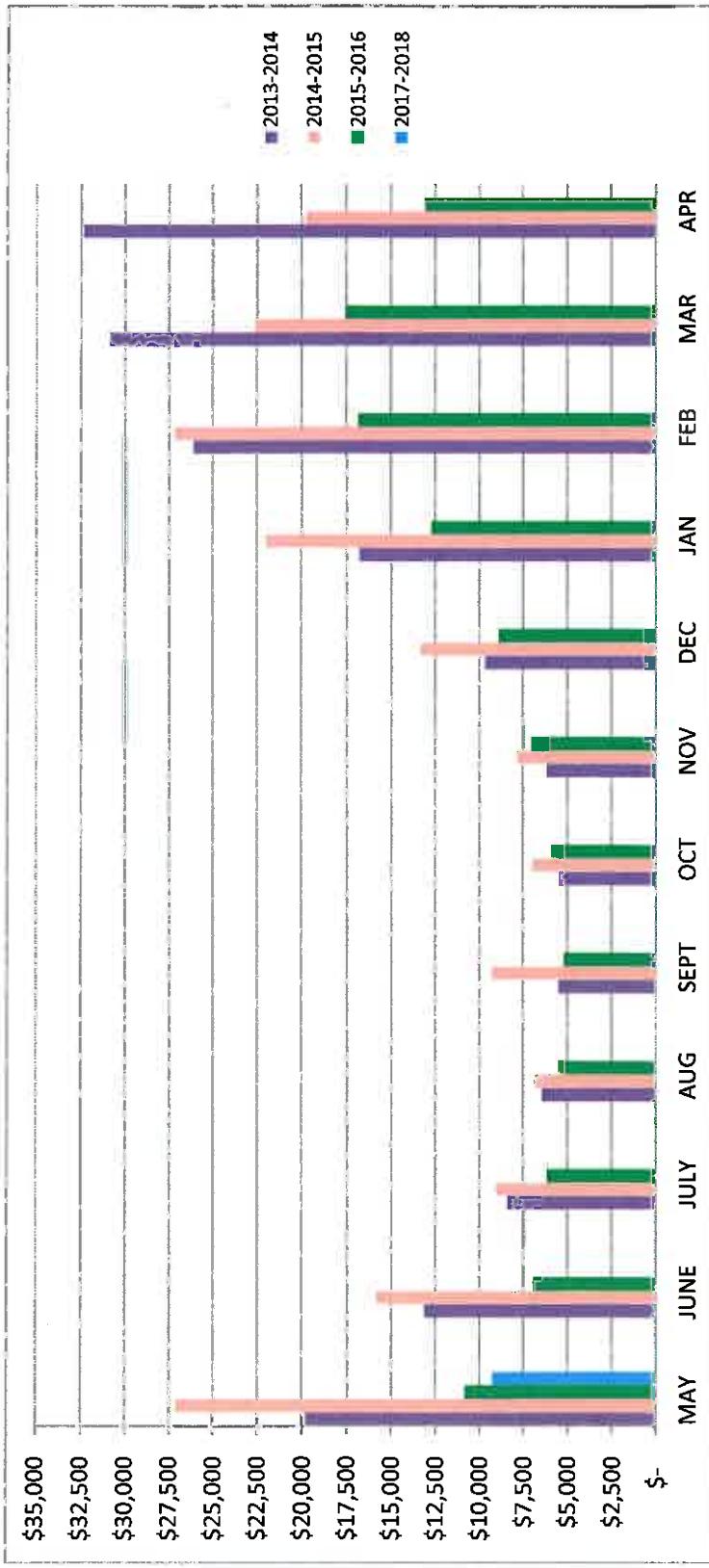
VILLAGE OF WILLOWBROOK
SIMPLIFIED TELECOMMUNICATION TAX
CASH BASIS



VILLAGE OF WILLOWBROOK
UTILITY TAX
NORTHERN ILLINOIS GAS
CASH BASIS

	2012-2013	2013-2014	2014-2015	2015-2016	2016-2017	2017-2018
MAY	\$ 11,020	\$ 19,790	\$ 27,131	\$ 10,832	\$ 10,304	\$ 9,264
JUNE	7,277	13,126	15,821	6,932	7,347	
JULY	5,609	8,350	9,063	6,147	5,462	
AUG	5,318	6,419	6,850	5,482	5,261	
SEPT	5,214	5,485	9,298	5,187	5,386	
OCT	5,450	5,431	6,986	5,873	5,747	
NOV	6,591	6,141	7,796	7,043	6,471	
DEC	10,121	9,658	13,316	8,900	12,010	
JAN	14,119	16,750	22,014	12,720	19,149	
FEB	19,476	26,101	27,140	16,804	23,695	
MAR	22,616	30,852	22,595	17,469	20,597	
APR	21,834	32,360	19,735	13,062	17,197	
TOTAL:	\$ 134,645	\$ 180,463	\$ 187,745	\$ 116,451	\$ 138,626	\$ 9,264
5 year average:	\$ 151,586			YTD PRIOR YEAR		\$ 10,304
				YTD CURRENT YEAR		\$ 9,264
DIFFERENCE				DIFFERENCE		\$ (1,040)
				PERCENTAGE CHANGE		-10.09%

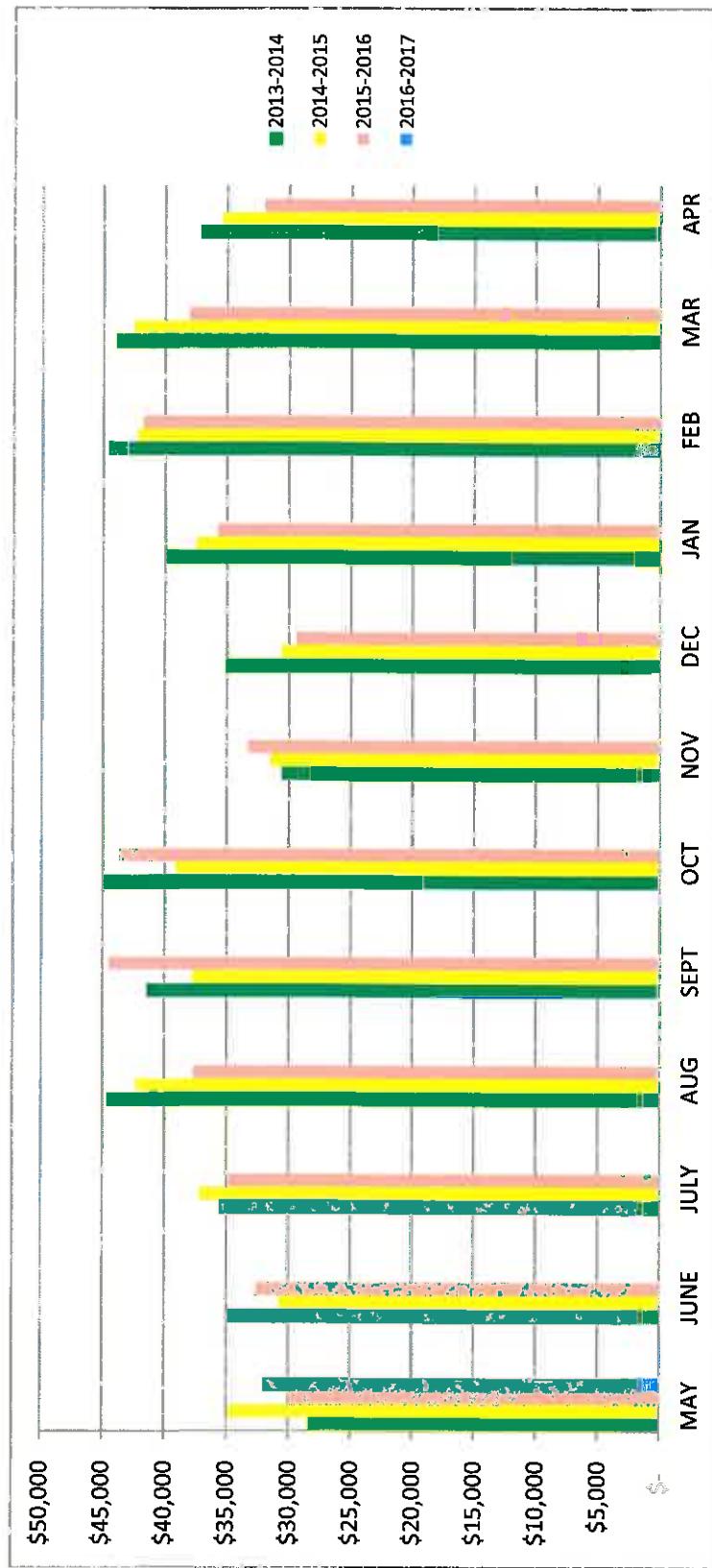
VILLAGE OF WILLOWBROOK
UTILITY TAX
NORTHERN ILLINOIS GAS
CASH BASIS



VILLAGE OF WILLOWBROOK
UTILITY TAX
COMMONWEALTH EDISON
CASH BASIS

	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2016-2017</u>
MAY	\$ 39,884	\$ 28,332	\$ 34,830	\$ 29,829	\$ 30,662	\$ 31,915
JUNE	42,108	34,757	30,761	32,626	31,275	
JULY	39,020	35,473	37,112	34,803	39,258	
AUG	54,686	44,604	42,214	37,683	44,561	
SEPT	49,745	41,416	37,735	44,502	43,660	
OCT	43,915	44,973	39,066	43,645	45,590	
NOV	33,992	30,575	31,474	33,301	34,959	
DEC	33,983	35,055	30,601	29,440	28,636	
JAN	37,255	39,885	37,443	35,753	37,269	
FEB	44,114	44,586	42,180	41,787	40,701	
MAR	42,121	43,930	42,448	38,065	36,699	
APR	<u>37,773</u>	<u>37,084</u>	<u>35,331</u>	<u>32,026</u>	<u>32,988</u>	
TOTAL:	\$ 498,596	\$ 460,670	\$ 441,195	\$ 433,460	\$ 446,258	\$ 31,915
				YTD PRIOR YEAR	YTD CURRENT YEAR	DIFFERENCE
						\$ 30,662
						\$ 31,915
						\$ 1,253
						PERCENTAGE CHANGE
						4.09%

VILLAGE OF WILLOWBROOK
UTILITY TAX
COMMONWEALTH EDISON
CASH BASIS



VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
PLACES OF EATING TAXES

MONTH	13-14	14-15	15-16	16-17	17-18
MAY	\$ 39,097	\$ 39,473	\$ 38,401	\$ 41,442	\$ 39,855
JUNE	40,624	43,989	47,006	45,625	
JULY	43,999	43,761	46,836	47,842	
AUG	39,252	42,199	43,155	43,496	
SEPT	43,327	43,417	45,463	42,850	
OCT	37,833	40,479	46,049	43,124	
NOV	37,229	42,106	40,168	40,684	
DEC	38,042	40,298	45,711	40,440	
JAN	40,096	45,215	44,734	35,511	
FEB	33,452	39,057	39,271	35,157	
MARCH	34,611	36,910	38,923	43,213	
APRIL	41,780	43,180	42,586	41,137	
TOTAL	\$ 500,084	\$ 518,303	\$ 518,303	\$ 500,521	\$ 39,855
MTH AVG	\$ 39,112	\$ 41,674	\$ 43,192	\$ 41,710	\$ 39,855
BUDGET	\$ 450,000	\$ 450,000	\$ 460,000	\$ 475,000	\$ 485,000
YEAR TO DATE LAST YEAR:				\$ 41,442	
YEAR TO DATE THIS YEAR:				<u>\$ 39,855</u>	
DIFFERENCE:				\$ (1,587)	
PERCENTAGE OF INCREASE:				-3.83%	
BUDGETED REVENUE:				\$ 485,000	
PERCENTAGE OF YEAR COMPLETED :				8.33%	
PERCENTAGE OF REVENUE TO DATE :				8.22%	
PROJECTION OF ANNUAL REVENUE :				\$ 481,354	
EST. DOLLAR DIFF ACTUAL TO BUDGET				\$ (3,646)	
EST. PERCENT DIFF ACTUAL TO BUDGET				-0.75%	

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
FINES

MONTH DIST	13-14	14-15	15-16	16-17	17-18
MAY	\$ 14,525	\$ 12,716	\$ 15,102	\$ 11,090	\$ 16,151
JUNE	11,948	19,200	12,488	9,365	
JULY	15,097	18,657	12,842	12,157	
AUG	9,322	7,725	12,465	15,130	
SEPT	18,842	18,620	11,832	9,867	
OCT	7,199	14,800	10,086	15,810	
NOV	14,571	12,007	6,253	13,410	
DEC	12,104	9,471	9,197	12,631	
JAN	9,377	20,032	8,567	21,272	
FEB	9,453	16,603	11,546	13,571	
MARCH	18,160	14,188	12,474	17,407	
APRIL	8,192	6,647	10,141	12,327	
TOTAL	\$ 148,790	\$ 170,666	\$ 132,993	\$ 164,037	\$ 16,151
MTH AVG	\$ 12,399	\$ 14,222	\$ 11,083	\$ 13,670	\$ 16,151
BUDGET	\$ 145,000	\$ 145,000	\$ 145,000	\$ 130,000	\$ 130,000

YEAR TO DATE LAST YEAR : \$ 11,090

YEAR TO DATE THIS YEAR : \$ 16,151

DIFFERENCE : \$ 5,061

PERCENTAGE CHANGE

45.64%

BUDGETED REVENUE: \$ 130,000

PERCENTAGE OF YEAR COMPLETED : 8.33%

PERCENTAGE OF REVENUE TO DATE : 12.42%

PROJECTION OF ANNUAL REVENUE : \$ 238,896

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 108,896

EST. PERCENT DIFF ACTUAL TO BUDGET 83.77%

VILLAGE OF WILLOWSBROOK
FINANCIAL REPORT
RED LIGHT FINES

MONTH DIST	Note 1				
	13-14	14-15	15-16	16-17	17-18
MAY	\$ 57,075	\$ 56,175	\$ 39,110	\$ 60,454	\$ 57,850
JUNE	77,454	51,975	32,810	76,985	
JULY	96,651	65,415	33,585	70,820	
AUG	79,525	63,375	12,160	84,520	
SEPT	76,050	46,240	3,559	81,365	
OCT	70,435	59,245	3,985	66,295	
NOV	47,985	67,250	18,825	50,555	
DEC	64,735	48,647	26,400	50,850	
JAN	70,925	45,532	41,225	59,660	
FEB	48,845	41,502	61,384	38,590	
MARCH	43,885	38,735	51,851	36,200	
APRIL	54,150	39,635	58,285	43,500	
TOTAL	\$ 787,715	\$ 623,726	\$ 383,179	\$ 719,794	\$ 57,850
MTH AVG	\$ 65,643	\$ 51,977	\$ 31,932	\$ 59,983	\$ 57,850
BUDGET	\$ 540,000	\$ 540,000	\$ 540,000	\$ 525,000	\$ 560,000
YEAR TO DATE LAST YEAR :					\$ 60,454
YEAR TO DATE THIS YEAR :					<u>\$ 57,850</u>
DIFFERENCE :					\$ (2,604)
PERCENTAGE CHANGE:					-4.31%
BUDGETED REVENUE:					\$ 560,000
PERCENTAGE OF YEAR COMPLETED :					8.33%
PERCENTAGE OF REVENUE TO DATE :					10.33%
PROJECTION OF ANNUAL REVENUE :					\$ 688,790
EST. DOLLAR DIFF ACTUAL TO BUDGET					\$ 128,790
EST. PERCENT DIFF ACTUAL TO BUDGET					23.0%

Note 1 - The red light cameras at 75th St./Rt. 83 were down from 5/22/2015-9/27/2015 for camera maintenance/upgrade and as required by IDOT during the ongoing construction of the intersection.

The 63rd St./Rt. 83 camera also was down beginning 5/22/2015 for the Rt. 83 construction and remains down at this time. IDOT has not yet given a go-live date.

VILLAGE OF WILLOWSBROOK
FINANCIAL REPORT
BUILDING PERMITS

MONTH	13-14	14-15	15-16	16-17	17-18
MAY	\$ 21,304	\$ 12,317	\$ 11,448	\$ 28,379	\$ 74,352
JUNE	19,336	8,574	21,083	12,846	
JULY	48,123	15,008	19,427	19,166	
AUG	17,978	8,891	15,151	59,754 3	
SEPT	18,866	44,004	146,016 2	62,108 4	
OCT	12,371	36,458	24,175	127,894 5	
NOV	26,382	4,709	39,743	72,070	
DEC	8,540	52,875	15,972	9,338	
JAN	19,495	17,590	9,450	39,549	
FEB	20,254	23,298	9,393	25,008	
MARCH	19,319	110,947 1	32,001	15,940	
APRIL	26,032	20,098	24,754	16,072	
TOTAL	\$ 258,000	\$ 354,769	\$ 368,613	\$ 488,124	\$ 74,352
MTH AVG	\$ 21,500	\$ 29,564	\$ 30,718	\$ 40,677	\$ 74,352
BUDGET	\$ 150,000	\$ 175,000	\$ 200,000	\$ 225,000	\$ 240,000

1 - March 2015 includes 2 permits for \$83,056 to Whole Foods

2 - Sept 2015 includes 2 permits for \$18,477 to Willowbrook Inn, 2 for \$31,546 to Three Bridge Partners and 2 for \$82,405 for the Willowbrook Business Center.

3 - Aug 2016 includes permits to Level Construction (single family home) & Peter Michael Realty

4 - Sept 2016 includes permits to Peter Michael Realty & Fred Barbara (foundation)

5 - Oct 2016 includes permit to Peter Michael Realty

YEAR TO DATE LAST YEAR:	\$ 28,379
YEAR TO DATE THIS YEAR:	\$ 74,352
DIFFERENCE:	\$ 45,973

PERCENTAGE OF CHANGE: 162.00%

BUDGETED REVENUE:	\$ 240,000
PERCENTAGE OF YEAR COMPLETED :	8.33%
PERCENTAGE OF REVENUE TO DATE :	30.98%
PROJECTION OF ANNUAL REVENUE :	\$ 1,278,868
EST. DOLLAR DIFF ACTUAL TO BUDGET	\$ 1,038,868
EST. PERCENT DIFF ACTUAL TO BUDGET	432.86%

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
WATER SALES REVENUE

MONTH	Note 1,2		Note 3		Note 4			% change from same month last fiscal year
	13-14	14-15	15-16	16-17	17-18			
MAY	\$ 160,088	\$ 148,785	\$ 256,706	\$ 263,161	\$ 247,847			-5.8%
JUNE	236,824	325,749	314,253	336,148				-100.0%
JULY	179,328	211,551	218,363	239,324				-100.0%
AUG	281,359	258,283	303,288	322,609				-100.0%
SEPT	293,074	315,476	359,696	544,406				-100.0%
OCT	196,339	212,111	236,358	255,530				-100.0%
NOV	271,661	258,131	310,296	312,524				-100.0%
DEC	248,323	281,238	325,328	318,013				-100.0%
JAN	171,390	182,776	197,312	217,387				-100.0%
FEB	236,557	256,744	261,709	223,201				-100.0%
MARCH	280,092	307,225	326,533	294,917				-100.0%
APRIL	286,900	239,984	189,498	214,681				-100.0%
TOTAL	\$ 2,841,935	\$ 2,998,053	\$ 3,299,340	\$ 3,541,901	\$ 247,847			
MTH AVG	\$ 236,828	\$ 249,838	\$ 274,945	\$ 295,158	\$ 247,847			
BUDGET	\$ 2,898,948	\$ 3,480,257	\$ 3,316,000	\$ 3,545,000	\$ 3,545,000			

Note 1- 25% rate increase effective 5/1/13

Note 2- 20% rate increase effective 1/1/14

Note 3- 12% rate increase effective 1/1/15

Note 4- Sept 2016 includes catch-up bill for shopping center \$181,169

YEAR TO DATE LAST YEAR:	\$ 263,161
YEAR TO DATE THIS YEAR:	\$ 247,847
DIFFERENCE:	\$ (15,314)

PERCENTAGE OF INCREASE:	-5.82%
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BUDGETED REVENUE:	\$ 3,545,000
PERCENTAGE OF YEAR COMPLETED :	8.33%
PERCENTAGE OF REVENUE TO DATE :	6.99%
PROJECTION OF ANNUAL REVENUE :	\$ 3,335,789
EST. DOLLAR DIFF ACTUAL TO BUDGET	\$ (209,211)
EST. PERCENT DIFF ACTUAL TO BUDGET	-5.90%

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL HOTEL/MOTEL TAXES

Note 1, 2

MONTH		13-14		14-15		15-16		16-17		17-18
MAY	\$	7,112	\$	3,409	\$	4,489	\$	18,523	\$	20,240
JUNE		7,444		4,789		5,581		21,089		
JULY		7,038		5,196		27,829		22,892		
AUG		6,047		3,746		30,072		28,480		
SEPT		5,216		5,747		23,430		19,562		
OCT		4,929		5,677		22,458		26,887		
NOV		4,552		4,316		20,112		21,561		
DEC		3,666		3,491		16,043		20,626		
JAN		1,872		3,563		17,287		16,184		
FEB		3,462		2,572		15,509		13,982		
MARCH		2,185		3,014		13,763		13,759		
APRIL		3,459		3,179		15,745		18,825		
TOTAL	\$	56,982	\$	48,699	\$	212,318	\$	242,370	\$	20,240
MTH AVG	\$	4,749	\$	4,058	\$	17,693	\$	20,198	\$	20,240
BUDGET	\$	64,386	\$	60,027	\$	210,000	\$	243,000	\$	232,365

Note 1 - The Village raised the hotel tax from 1% to 5% effective June 1, 2015 (payments collected in July 2015).

Note 2 - The Willowbrook Inn's last payment was made in Jan 2016 (for month of Sept 2015). The hotel closed on Jan 22, 2016.

YEAR TO DATE LAST YEAR: \$ 18,523

YEAR TO DATE THIS YEAR: \$ 20,240

DIFFERENCE: \$ 1,717

PERCENTAGE CHANGE: **9.27%**

BUDGETED REVENUE: \$ 232,365

PERCENTAGE OF YEAR COMPLETED : 8.33%

PERCENTAGE OF REVENUE TO DATE : 8.71%

PROJECTION OF ANNUAL REVENUE : \$ 264,837

EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 32,472

EST. PERCENT DIFF ACTUAL TO BUDGET **14.0%**

VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MOTOR FUEL TAX

MONTH DIST	13-14	14-15	15-16	16-17	17-18
MAY	\$ 14,687	\$ 54,685	\$ 19,862	\$ 19,435	\$ 18,698
JUNE	21,716	22,105	18,649	19,302	
JULY	14,906	16,624	12,105	12,173	
AUG	17,483	57,575	21,542 2	19,538	
SEPT	20,530	12,653	20,756 2	18,555	
OCT	14,523	17,202	13,977 2	16,379	
NOV	57,598	18,515	18,160 2	18,960	
DEC	16,093	18,766	21,032	19,318	
JAN	21,370	21,506	19,274	20,259	
FEB	18,831	20,211	18,616	19,259	
MARCH	17,343	15,342	18,762	18,362	
APRIL	13,637	7,870 1	16,136	15,656	
TOTAL	\$ 248,717	\$ 283,054	\$ 218,871	\$ 217,196	\$ 18,698
MTH AVG	\$ 20,726	\$ 23,588	\$ 18,239	\$ 18,100	\$ 18,698
BUDGET	\$ 205,814	\$ 241,766	\$ 203,252	\$ 221,186	\$ 219,905

Shaded - Includes special distribution of \$38,941, IL Capital Bill (program discontinued)

YEAR TO DATE LAST YEAR :	\$ 19,435
YEAR TO DATE THIS YEAR :	\$ 18,698
DIFFERENCE :	\$ (737)

PERCENTAGE OF CHANGE: -3.79%

BUDGETED REVENUE:	\$ 219,905
PERCENTAGE OF YEAR COMPLETED :	8.33%
PERCENTAGE OF REVENUE TO DATE :	8.50%
PROJECTION OF ANNUAL REVENUE :	\$ 208,960
EST. DOLLAR DIFF ACTUAL TO BUDGET	\$ (10,945)
EST. PERCENT DIFF ACTUAL TO BUDGET	-5.0%

Note 1 - Reduction in April 2015 receipt due to Public Act 99-0002 (the State of IL's FY 15 budget fix) which allowed the state to transfer \$50 million from the IL MFT account to the State's General Fund. This is expected to be a one-time deduction.

Note 2 - Received payments in December 2015