



EST. 1960

Willowbrook

7760 Quincy Street
Willowbrook, IL 60527-5594

Phone: (630) 323-8215 Fax: (630) 323-0787 www.willowbrookil.org

Mayor

Frank A. Trilla

Village Clerk

Leroy R. Hansen

Village Trustees

Dennis Baker

Sue Berglund

Umberto Davi

Terrence Kelly

Michael Mistele

Paul Oggerino

Village Administrator

Tim Halik

Chief of Police

Mark Shelton



Proud Member of the
Illinois Route 66 Scenic Byway

AGENDA

REGULAR MEETING OF THE FINANCE AND ADMINISTRATION COMMITTEE OF THE VILLAGE OF WILLOWBROOK TO BE HELD ON MONDAY, JUNE 10, 2013, AT 6:00 P.M. AT THE VILLAGE HALL, 7760 QUINCY STREET, IN THE VILLAGE OF WILLOWBROOK, DUPAGE COUNTY, ILLINOIS.

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES –
 - a. May 13, 2013 Regular Meeting of the Finance and Administration Committee
4. DISCUSSION – Electronic Archive File Storage Project, Datamation Imaging Services Co., Inc.
5. REPORT - Monthly Disbursement Reports – May 2013
6. 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
7. VISITOR'S BUSINESS
8. COMMUNICATIONS
9. ADJOURNMENT

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY MAY 13, 2013 AT 6:00 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

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

2. ROLL CALL

Those present at roll call were Trustee Umberto Davi, Mayor-elect Frank Trilla and Interim Director of Finance Carrie Dittman. Management Analyst Garrett Hummel joined the meeting at 6:15 pm.

3. APPROVAL OF MINUTES

Minutes of the Regular Finance/Administration Committee held on Monday, March 11, 2013 were reviewed. Motion to approve made by Trustee Davi. Motion carried.

4. REPORT - Monthly Reports - March and April 2013

The Committee reviewed and highlighted the items below for the months of March and April.

- Total cash outlay for all Village funds - \$682,961 & \$692,627 (fiscal year to date is \$10,623,278)
- Ave. daily outlay of cash for all Village funds - \$22,031 & \$23,088 (fiscal year to date is \$29,085)
- Ave. daily expenditures for the general fund - \$15,749 & \$17,418 (fiscal year to date is \$18,897)
- Ave. payroll for active employees including all funds - \$142,432 (payroll year to date is \$3,703,225)

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

- Revenue totals reflect activity through April, with 100% of the fiscal year complete (unaudited)
- Sales tax receipts - \$3,677,745 up 3.24% from the prior year, 5.3% over budget
- Income Tax receipts - \$769,631 up 10.0% compared to the prior year, 19.1% over budget. Interim Director Dittman noted that the State of Illinois is now 2 months behind in remittances.
- Utility tax receipts - \$1,168,404 up 1.93% from the prior year, .4% over budget, consisting of:
 - o Telecomm tax - \$541,242, up 0.9%
 - o Northern IL gas - \$134,645, down 8.8%
 - o ComEd - \$498,596, up 6.7%

- Places of Eating Tax receipts - \$467,335 up 6.01% compared to the prior year, 3.7% over budget
- Fines - \$149,312 down 9.64% compared with the prior year, 6.68% under budget
- Red Light Fines - \$556,513 down 0.3% from the prior year, 3.1% over budget
- Building Permit receipts - \$233,573 up 31.22% from the prior year
- Water sales receipts - \$2,349,775 up 24.62% from the prior year, 1.13% under budget

Interim Director Dittman noted that this increase is due to the 20% increase the Village implemented at 3/1/12 to account for the 30% increase passed on to the Village from the DuPage Water Commission (DWC). In addition, a 25% rate increase is effective 5/1/13 to compensate for another 20% increase that was already passed on by DWC effective January 1, 2013, and for future capital spending.

- Hotel/Motel Tax receipts - \$63,099 down 7.01% compared with the prior year, 1.4% over budget
- Motor Fuel Tax receipts - \$244,193 down 3.62% compared with the prior year, 9.8% over budget

The reports above were approved by Trustee Davi.

6. DISCUSSION - TELEPHONE AUDIT

Management Analyst Garrett Hummel explained the Village entered into a 3-year contract for telephone service with AT&T in 2006 and renewed the contract in 2010. When staff looked into the possibility of renewing the contract in 2013, AT&T informed the Village that some of the services in the contract are outdated and are being phased out. Staff contacted several telephone service consulting companies to get quotes for a review of the Village's telecommunication set-up and for service recommendations moving forward. Analyst Hummel presented the committee with 3 proposals to perform an audit of the Village's telephone system. The quotes were received from Platinum Communications Group (PCG), Digicomm Communication Consultants (DCC), and Wilson Consulting. Analyst Hummel explained all three companies would perform essentially the same service.

PCG agreed to examine the Village's telecommunication accounts for the purpose of determining overcharges. If any overcharges are found, PCG will negotiate with AT&T to have the overcharges removed and obtain refunds/credits for past overcharges. Any recovered overcharges would be split 50/50 with PCG. PCG will also examine the Village's future telecommunication needs and make a recommendation with respect to the Village's next round of contracts. PCG has agreed to waive their fee for the recommendation portion of their service. DCC had the same fee structure as PCG although they did not agree to waive the recommendation fee which would be 50% of the first year's net savings realized by adopting DCC's recommendation. Wilson Consulting would perform the same work but for a flat fee of \$1,690.

Staff recommends contracting with PCG because the fee structure would enable the Village to pay PCG through realized savings and not out of the budget. Trustee Davi stated he agreed with staff's recommendation pending review of PCG's references. Analyst Hummel stated he would review the references and if any negative feedback is received, he would inform the committee. Analyst Hummel concluded by saying this item will appear at a future meeting of the Village Board.

7. VISITOR'S BUSINESS

There were no visitors present at the meeting.

8. COMMUNICATIONS

There were no communications received.

9. ADJOURNMENT

Motion to adjourn was made by Trustee Davi.

The meeting was adjourned at 6:25 p.m.

(Minutes transcribed by: Carrie Dittman, 5/21/13)

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

AGENDA ITEM DESCRIPTION

**DISCUSSION – Electronic Archive File Storage Project,
Datamation Imaging Services, Co., Inc.**

COMMITTEE REVIEW

- Finance/Administration
- Municipal Services
- Public Safety

Meeting Date:

June 10, 2013

- Discussion Only Approval of Staff Recommendation (for consideration by Village Board at a later date)
- Seeking Feedback Approval of Staff Recommendation (for immediate consideration by Village Board)
- Regular Report Report/documents requested by Committee

BACKGROUND

At the Budget Workshop held in March of 2012, a document archival system was discussed for future budget consideration. A committee was formed with Village and Police Department staff to meet with document management companies. After these meetings were held, Datamation Imaging Services located in Willowbrook was determined to provide the best services for the Village's needs.

During the Budget Workshop held this year in March, the Board approved funding based on the proposal provided by Datamation, which includes the data archiving of all storage boxes located in the old Public Works Garage and back file room, two (2) scanners, and training.

PCS International, the Village's IT consultant, was contacted and determined that existing computer servers have enough memory to store the archived files.

REQUEST FOR FEEDBACK

See attached proposal for breakdown of fees.

STAFF RECOMMENDATION

Staff would recommend approval of the proposal from Datamation.



Datamation Imaging Services
699 Executive Drive
Willowbrook, IL 60527
(630) 321-0601
www.datamationis.com



May 23, 2013

Cindy Stuchl
Executive Secretary/Deputy Clerk
Village of Willowbrook
7760 Quincy Street
Willowbrook, IL 60527

Dear Cindy:

Thank you for the opportunity to present this proposal that will greatly enhance you and your staff's efficiency when dealing with incoming paper documentation. We greatly appreciate your interest in Datamation Imaging Services and look forward to working with you and your team to provide ongoing services, support and training as needed. I have provided pricing for both the "Papervision" on premises software solution as well as a general estimate on converting your current back-file of documentation to digital images for import into "Papervision". I have increased the number of images per box in the backfile conversion, based on the larger boxes, and provided you with the appropriate scanners in order for you to scan paper up to 11.5" in width.

Some of the benefits you will realize from digitizing your backfile and day-forward documentation include:

- *Files are scanned and loaded directly to the Papervision Enterprise Content Software*
- *Secure and immediate document access, providing access to key information*
- *Improved levels of privacy and security*
- *Recover valuable office space*
- *A complete disaster recovery backup of all your important records to CD/DVD*

Datamation Imaging Services' core strengths are its industry knowledge and its capabilities to capture, index and archive document files for use in an imaging system. We look forward to assisting you with this process.

We are delighted to work with you on imaging these important documents, since this so closely and directly aligns with our core capabilities and strengths. Please call (630) 321-0601 if you have any additional questions.

Sincerely,

Jeff Scheets
jscheets@datamationis.com
Datamation Imaging Services Company, Inc.

Datamation Imaging Services Corporation

Profile

Datamation Imaging Services was founded in 1995 to provide document management consulting and imaging services to Midwest business and industry. The Company's mission is:

- to partner with clients to determine the best imaging solution for their document management requirements;
- to provide the highest-quality document imaging services;
- to deliver outstanding customer service and build long-term relationships with clients.

The principals of Datamation Imaging Services are its founder, James Collins, and David Ruschel. Collectively they have more than 50 years of document imaging and services experience. Both their backgrounds include extensive experience with the Eastman Kodak Company in its document imaging division where they provided consulting for and implementation of Kodak-based imaging products and systems. They were featured as the lead story in an issue of "Business Solutions" magazine for their creative and solutions-oriented approach to applying imaging and mass storage solutions. Datamation was also the largest Kodak scanner reseller in the USA for 2007 -2009 and an eight-year member of the elite software implementers and resellers group called the "Circle of Excellence" with Digitech Systems.

Headquartered in Willowbrook, Illinois, Datamation Imaging Services provides document imaging and consulting services. Its clients include international Fortune 500 companies, regional-based businesses and school districts, among others. All imaging services are performed by Datamation staff at its offices in Willowbrook.

Our employees are focused on providing the best customer service to our customers while maintaining an efficient cost structure to provide excellent service value.

The company prides itself in the expertise its staff possesses in document imaging and technology. Datamation has achieved an outstanding reputation for quality and responsiveness to customers, and is recognized for its knowledge in advising clients about the most cost-effective imaging solutions to achieve desired business results.

Products and services

The core strengths of Datamation are its capabilities to capture, index and archive document files and subsequently upload these images to the customer's imaging system via FTP, CD, or DVD using the latest in imaging technology. The following are just a few of the services available from Datamation:

- Complete content management solutions enhancing compliance with privacy and HIPAA laws
- Conversion of paper files to electronic storage (FTP and/or CD/DVD). We output documents to nearly all document imaging system formats.
- On-Premise ECM systems and support (PaperVision).
- Internet-based imaging solutions (ImageSilo).
- Data output, including computer-generated reports.
- Data entry services.
- OCR and forms processing systems and services.
- Sale and implementation of in-house imaging systems.
- Conversion of microfilm images to CD.
- File archiving and destruction.

Datamation is a reseller for DSI (PaperFlow, PaperVision) and Eastman Kodak software and hardware. In addition to providing document-imaging services, Datamation also provides services to process large computer output files (i.e. invoices, statements, reports) for desktop access.

PAPERVISION DOCUMENT MANAGEMENT SOFTWARE

**ON SITE SCANNING, INDEXING AND RETRIEVAL SOLUTION
FOR
DAY FORWARD SCANNING**

“PAPERVISION”

ON PREMISES DOCUMENT MANAGEMENT SOLUTION

Service Description	Unit Pricing	Estimate	Cost
Papervision-On Premises-5 Concurrent Seats including 1 year maintenance	\$1,800/Seat	Five (5) Concurrent Seats	\$9,000
Desktop Capture Software	\$900	Two (2) Seats	\$1,800
Implementation Install/Training etc (Papervision, Desktop Capture and Document Scanners)	\$6,000	One time Cost	\$6,000
Kodak i 1405 Scanner (Able to scan documentation up to 11.5 inches in width)	\$2,950	2 Units	\$5,900
Annual Maintenance	\$595	2 units	\$1,190
TOTAL-with on Premises Papervision			\$23,890

Village of Willowbrook

Current Backfile of Stored Documentation

PROJECT OVERVIEW & General Cost Estimate

- Boxes located at Village of Willowbrook office in Willowbrook, Illinois.
 - Volume estimate: 506 24" storage boxes
 - Page Estimate: 506 boxes x 2,000 pages/box
 - Total estimated pages=1,012,000
 - 150 Rolls of "Oversized" Plans-Architectural, etc
 - 150 Rolls x 25 Plans per Roll= 3,750 Oversized Architectural Plan Documents
- Boxes represent many internal departments-Finance, Payroll, Police, HR, Buildings, etc
- Files to be indexed at the file folder level-Index Fields to be decided
- Scanned images output to PDF or TIFF format
- Scanned Images and Index data output to "Papervision" and/or DVD

Service Description	Unit Pricing	Estimated Volume	Estimated Cost
Document Preparation:	\$16.00/hour	1,012,000 pages 500 pages/hour	\$32,384
Scanning:Business Size	\$.05/page	1,012,000	\$50,600
Scanning –Oversized Documents	\$1.50/page	3,750	\$5,625
Indexing: File Folder	\$.15/index	50,000 Indices	\$7,500
Destruction-Secure Shredding of Village of Willowbrook Documentation			No Charge
Estimated Total:			\$96,109

IMAGING CONVERSION SERVICES

Imaging Process

- Files will be picked up by a Datamation courier and brought to Datamation's facility in Willowbrook, Illinois.
- Document Preparation - Documents will be prepped for scanning. Document preparation includes any staple and/or clip removal, repair of rips and tears, taping small pages, culling and assessment, and any other preparation needed prior to scanning. We estimate that approximately 500 pages per hour will be prepped.
- Scanning - Documents are scanned at 200 dpi. Each image is quality checked for image quality and document breaking.
- Image Processing - The images will then be image processed; this entails deskewing, removing black border, OCR (Optical Character Recognition) processing (if needed) and removing blank backside images.
- Indexing - Documents will then be keyed-indexed by the fields as specified in the application-exact index to be decided.
- Q/C Review - Documents are then Q/C reviewed for completeness and quality.
- Output – The documents are then output to the Papervision, ImageSilo, and/or DVD for user access.
- Urgent lookups of files performed by Datamation Imaging. Requests can be made by calling Datamation or by e-mailing a request to: request@datamationis.com
- After the job is complete, files can be returned or destroyed.

**VILLAGE OF WILLOWBROOK
CHECKS ISSUED
FISCAL YEAR 2013 - 2014**

<u>MONTH</u>	<u>BOARD APPROVED WARRANTS</u>	<u>NET PAYROLL</u>	<u>PAYROLL LIABILITY CHECKS & EFTPS</u>	<u>HANDWRITTEN CHECKS</u>	<u>MONTHLY TOTAL</u>
MAY		\$ 85,319.90	\$ 68,078.14		
MAY	\$ 285,387.15	61,284.85	54,224.84		
MAY	353,485.42	136,416.17	103,298.84	\$ 27,792.42	\$ 1,175,287.73
JUNE					
JUNE					\$ -
JULY					
JULY					\$ -
AUG					
AUG					\$ -
SEP					
SEP					\$ -
OCT					
OCT					\$ -
NOV					
NOV					\$ -
NOV					
DEC					\$ -
DEC					
JAN					\$ -
JAN					
FEB					\$ -
FEB					
MAR					\$ -
MAR					
APR					\$ -
APR					
APR					\$ -
	<u>\$ 638,872.57</u>	<u>\$ 283,020.92</u>	<u>\$ 225,601.82</u>	<u>\$ 27,792.42</u>	<u>\$ 1,175,287.73</u>

**VILLAGE OF WILLOWBROOK
PAYROLL - BY MONTH/YEAR
FY 2011 - FY 2014**

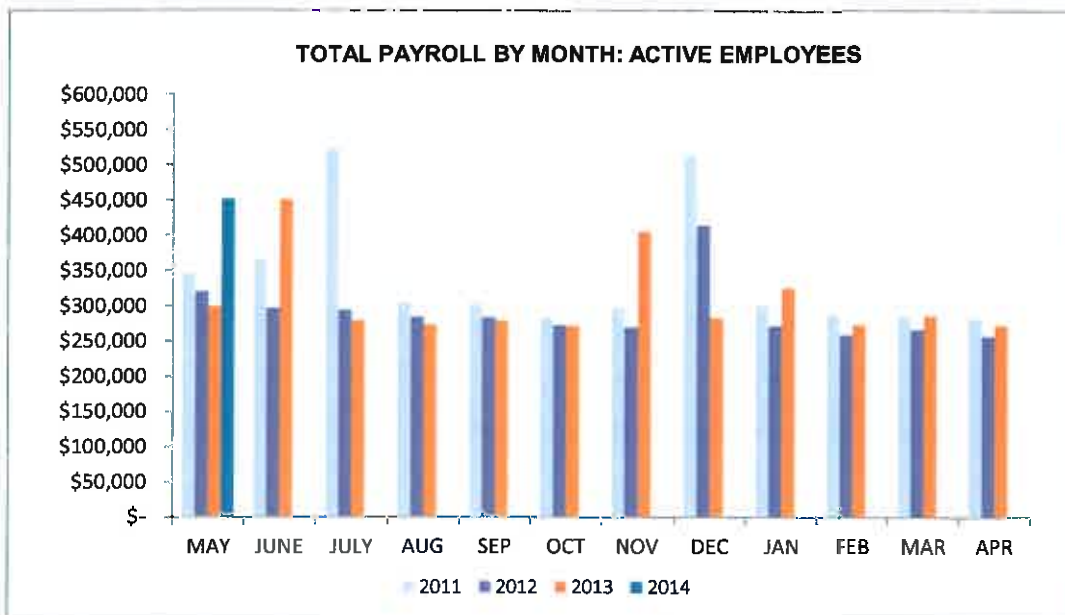
MONTHLY PAYROLL TOTALS ^

MONTH	FISCAL 2011	# of payrolls	FISCAL 2012	# of payrolls	FISCAL 2013	# of payrolls	FISCAL 2014	# of payrolls
MAY	\$ 346,614.01	2	\$ 320,475.00	2	\$ 299,514.62	2	\$ 451,655.27	3
JUNE	365,926.15	2	297,125.05	2	451,165.43	3		
JULY	523,182.68	3	294,399.85	2	279,814.55	2		
AUG	304,809.53	2	284,393.36	2	273,921.61	2		
SEP	303,760.78	2	283,533.10	2	278,778.42	2		
OCT	282,836.42	2	272,575.02	2	271,719.14	2		
NOV	298,071.49	2	270,129.71	2	406,102.93	3		
DEC	514,471.71	3	414,928.38	3	282,756.91	2		
JAN	302,174.00	2	272,114.94	2	325,687.10	2		
FEB	287,267.05	2	259,794.38	2	273,907.00	2		
MAR	286,701.82	2	266,752.86	2	286,411.29	2		
APR	282,981.74	2	257,248.79	2	273,446.41	2		
AUG*	-		267,068.17					
APR**	-		85,081.69					
TOTAL	\$ 4,098,797.38	26	\$ 3,845,620.30	25	\$ 3,703,225.41	26	\$ 451,655.27	3
RAGE PAYROLL	\$ 157,646.05		\$ 139,738.82		\$ 142,431.75		\$ 150,551.76	
NGE FROM PRIOR YEAR			-11.36%		1.93%		5.70%	

^ Includes gross salary and payroll taxes for active employees only

* special payout for 3 commander retirements

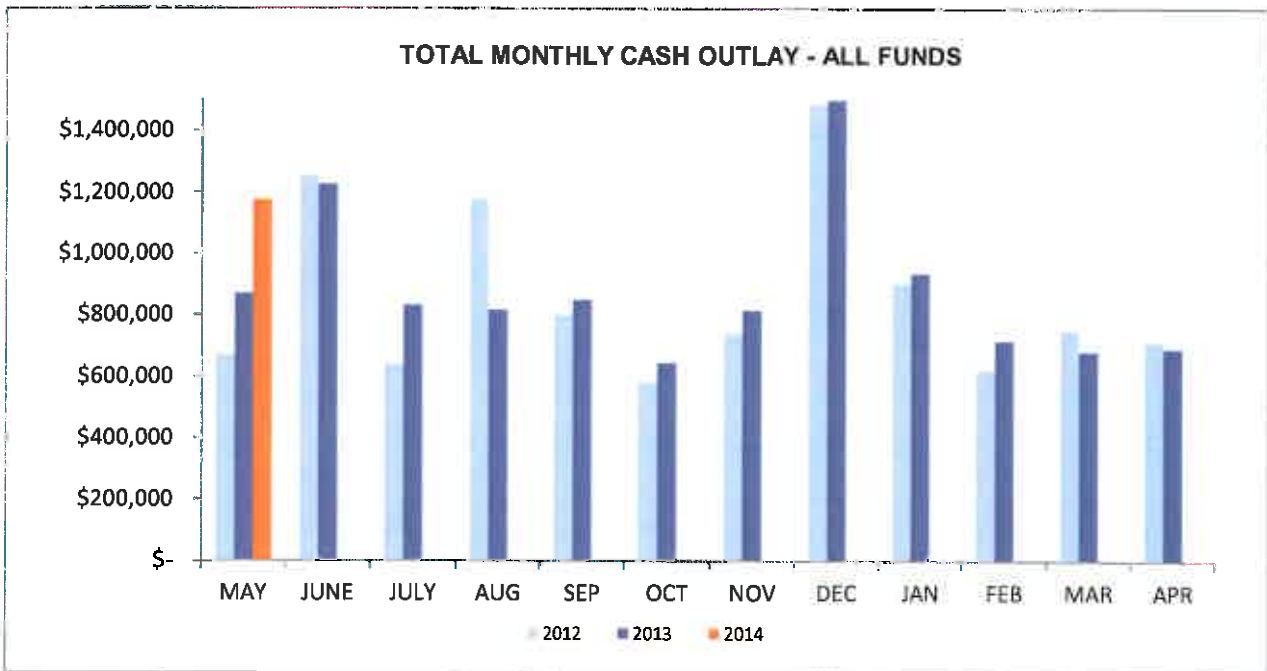
** special payout for 1 commander retirement



**VILLAGE OF WILLOWBROOK
CASH OUTLAY
ALL FUNDS**

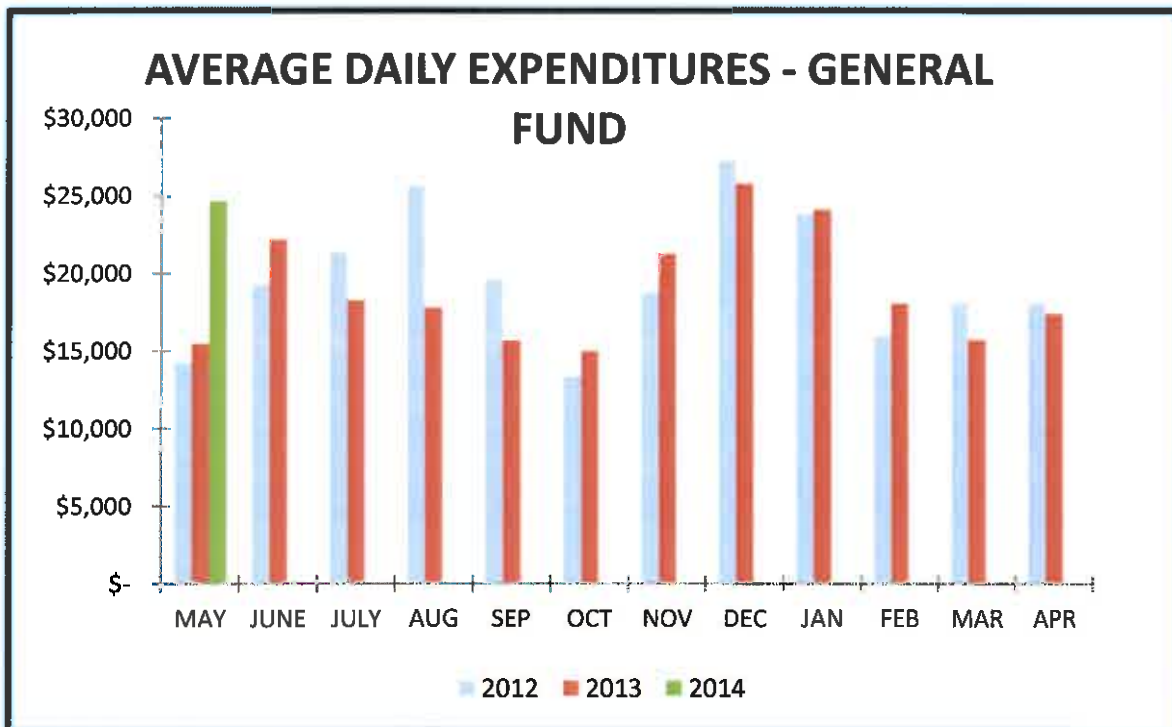
MONTH	MONTHLY TOTALS			AVERAGE DAILY OUTLAY	
	FISCAL 2012	FISCAL 2013	FISCAL 2014	FISCAL 2013	FISCAL 2014
MAY	\$ 672,056.01	\$ 870,290.11	\$ 1,175,287.73 *	\$ 28,073.87	\$ 37,912.51
JUNE	1,253,014.59	1,226,031.00		40,867.70	-
JULY	640,846.17	833,357.39		26,882.50	-
AUG	1,180,026.60	816,663.86		26,344.00	-
SEP	801,551.97	850,880.84		28,362.69	-
OCT	581,568.36	645,090.55		20,809.37	-
NOV	739,532.86	816,308.17		27,210.27	-
DEC	1,489,481.60	1,536,678.84		49,570.29	-
JAN	903,734.69	934,882.52		30,157.50	-
FEB	623,043.33	717,506.98		25,625.25	-
MAR	753,458.83	682,960.98		22,031.00	-
APR	713,948.25	692,627.23		23,087.57	-
TOTAL	\$ 10,352,263.26	\$ 10,623,278.47	\$ 1,175,287.73		
AVERAGE	\$ 862,688.61	\$ 885,273.21	\$ 1,175,287.73	\$ 28,073.87	\$ 37,912.51

* May 2013 includes 3 payrolls & SLEP buyout



**VILLAGE OF WILLOWBROOK
AVERAGE DAILY EXPENDITURES
GENERAL FUND**

MONTH	FISCAL 2012	FISCAL 2013	FISCAL 2014	2014 YEAR TO DATE AVERAGE
MAY	\$ 14,244.09	\$ 15,479.51	\$ 24,649.68	\$ 24,649.68
JUNE	19,261.60	22,172.19		24,649.68
JULY	21,324.27	18,276.60		24,649.68
AUG	25,647.30	17,795.05		24,649.68
SEP	19,613.83	15,656.51		24,649.68
OCT	13,334.73	14,992.42		24,649.68
NOV	18,758.51	21,265.17		24,649.68
DEC	27,248.90	25,780.70		24,649.68
JAN	23,814.27	24,114.56		24,649.68
FEB	16,019.82 *	18,061.86		24,649.68
MAR	18,062.31	15,748.89		24,649.68
APR	18,087.56 *	17,417.76		24,649.68
AVERAGE	\$ 19,618.10	\$ 18,896.77	\$ 24,649.68	



*2012 EXCLUDES 1/2 of the budgeted transfer to the L.A.F.E.R Fund (\$1,582,500)

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL SALES AND USE TAXES**

MONTH SALE						
DIST	MADE	09-10	10-11	11-12	12-13	13-14
MAY	FEB	\$ 216,102	\$ 223,555	\$ 254,811	\$ 261,216	\$ 250,138
JUNE	MAR	252,558	281,024	296,840	308,159	
JULY	APR	239,611	259,844	281,808	288,609	
AUG	MAY	278,006	284,173	276,985	316,487	
SEPT	JUNE	284,544	314,663	318,524	336,664	
OCT	JULY	269,750	276,383	300,424	291,508	
NOV	AUG	267,033	279,375	326,134	330,699	
DEC	SEPT	253,713	260,636	296,490	300,348	
JAN	OCT	236,393	273,809	272,291	282,374	
FEB	NOV	253,516	290,009	296,763	306,325	
MARCH	DEC	339,352	355,102	387,223	377,505	
APRIL	JAN	193,834	234,660	253,944	277,850	
TOTAL		\$ 3,084,413	\$ 3,333,234	\$ 3,562,238	\$ 3,677,745	\$ 250,138
MTH AVG		\$ 257,034	\$ 277,769	\$ 296,853	\$ 306,479	\$ 250,138
BUDGET		\$ 3,018,750	\$ 3,121,250	\$ 3,217,250	\$ 3,493,374	\$ 3,447,000

YEAR TO DATE LAST YEAR : \$ 261,216
 YEAR TO DATE THIS YEAR : \$ 250,138
 DIFFERENCE : \$ (11,078)

PERCENTAGE OF INCREASE :

-4.24%

CURRENT FISCAL YEAR :

BUDGETED REVENUE: \$ 3,447,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 7.26%
 PROJECTION OF ANNUAL REVENUE : \$ 3,521,767
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 74,767
 EST. PERCENT DIFF ACTUAL TO BUDGET **2.2%**

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

Note 1

MONTH	09-10	10-11	11-12	12-13	13-14
MAY	\$ 109,215	\$ 88,618	\$ 83,421	\$ 107,307	\$ 145,711
JUNE	58,315	47,252	50,979	56,417	
JULY	63,492	66,409	66,040	72,448	
AUG	43,220	43,538	45,433	45,462	
SEPT	41,268	44,649	43,732	45,094	
OCT	63,593	64,893	69,459	71,005	
NOV	47,913	48,838	44,235	53,652	
DEC	37,663	54,012	41,649	44,277	
JAN	66,203	61,577	61,880	68,634	
FEB	70,164	76,096	71,344	81,019	
MARCH	43,415	37,954	47,598	45,430	
APRIL	67,732	65,293	73,904	78,886	
TOTAL	\$ 712,193	\$ 699,127	\$ 699,674	\$ 769,631	\$ 145,711
MTH AVG	\$ 59,349	\$ 58,261	\$ 58,306	\$ 64,136	\$ 145,711
BUDGET	\$ 791,786	\$ 686,000	\$ 686,000	\$ 646,306	\$ 725,760

Boxed Numbers - Village has not yet received distribution

Note 1 Village's population decreased from 8,967 to 8,540 beginning June 2011

YEAR TO DATE LAST YEAR: \$ 107,307
 YEAR TO DATE THIS YEAR: \$ 145,711
 DIFFERENCE: \$ 38,404

PERCENTAGE CHANGE: **35.79%**

BUDGETED REVENUE: \$ 725,760
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 20.08%
 PROJECTION OF ANNUAL REVENUE : \$ 1,045,074
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 319,314
 EST. PERCENT DIFF ACTUAL TO BUDGET **44.0%**

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

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

MONTH	09-10	10-11	11-12	12-13	13-14
MAY	\$ 126,617	\$ 118,228	\$ 103,407	\$ 93,102	\$ 90,574
JUNE	79,181	93,026	90,897	117,206	
JULY	110,478	90,884	91,865	87,823	
AUG	89,919	109,099	96,906	101,980	
SEPT	95,178	107,010	105,187	97,521	
OCT	91,793	100,333	87,792	91,554	
NOV	89,181	78,547	88,869	84,535	
DEC	84,202	86,799	85,543	85,580	
JAN	101,205	97,316	99,304	95,118	
FEB	112,119	115,615	102,349	106,312	
MARCH	121,849	99,953	99,574	106,527	
APRIL	91,022	115,470	94,549	101,146	
TOTAL	\$ 1,192,747	\$ 1,212,279	\$ 1,146,243	\$ 1,168,404	\$ 90,574
MTH AVG	\$ 99,396	\$ 101,023	\$ 95,520	\$ 97,367	\$ 90,574
BUDGET	\$ 1,337,500	\$ 1,150,000	\$ 1,197,000	\$ 1,163,633	\$ 1,160,000

YEAR TO DATE LAST YEAR: \$ 93,102
 YEAR TO DATE THIS YEAR: \$ 90,574
 DIFFERENCE: \$ (2,528)

PERCENTAGE CHANGE: **-2.72%**

BUDGETED REVENUE: \$ 1,160,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 7.81%
 PROJECTION OF ANNUAL REVENUE : \$ 1,136,678
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ (23,322)
 EST. PERCENT DIFF ACTUAL TO BUDGET **-2.0%**

VILLAGE OF WILLOWBROOK
SIMPLIFIED TELECOMMUNICATION TAX
CASH BASIS

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
MAY	\$ 49,570	\$ 41,821	\$ 53,612	\$ 52,377	\$ 44,972	\$ 45,168	\$ 42,198	\$ 42,452
JUNE	43,820	50,750	51,957	48,525	47,223	44,146	68,291	
JULY	39,863	54,808	45,389	57,126	45,025	47,817	43,194	
AUG	46,611	51,079	52,629	43,809	46,506	45,385	42,446	
SEPT	46,531	47,442	54,696	47,730	46,612	44,870	43,089	
OCT	50,685	51,648	55,679	53,788	47,373	45,249	42,717	
OCT			9,718 Laq.					
NOV	38,789	37,828	50,367	49,640	37,447	45,682	44,479	
DEC	52,209	55,182	48,286	43,911	46,354	43,687	42,474	
JAN	42,500	40,999	50,887	47,537	45,007	46,094	44,272	
FEB	46,904	52,013	54,513	39,757	45,269	44,813	43,250	
MAR	43,655	80,497	47,629	50,611	36,213	40,246	42,291	
APR	56,485	46,258	56,542	56,969	53,210	43,417	42,541	
TOTAL:	\$ 557,623	\$ 610,325	\$ 631,904	\$ 591,780	\$ 541,210	\$ 536,574	\$ 541,242	\$ 42,452

YTD PRIOR YEAR

YTD CURRENT YEAR

DIFFERENCE

PERCENTAGE CHANGE

\$	42,198
\$	42,452
\$	254
	0.6%

VILLAGE OF WILLOWBROOK
UTILITY TAX
COMMONWEALTH EDISON
CASH BASIS

	2006-2007	2007-2008	2008-2009	2009-2010	2010-2011	2011-2012	2012-2013	2013-2014
MAY	\$ 27,032	\$ 35,414	\$ 41,112	\$ 32,329	\$ 28,101	\$ 38,971	\$ 39,884	\$ 28,332
JUNE	40,255	28,095	37,629	31,126	35,646	33,900	42,108	
JULY	38,655	45,542	33,606	35,583	39,254	35,802	39,020	
AUG	45,036	46,221	47,587	39,638	49,507	45,121	54,686	
SEPT	51,813	44,119	47,277	41,828	54,853	55,597	49,745	
OCT	43,409	45,661	42,724	33,092	47,193	37,872	43,915	
NOV	34,006	38,041	35,236	33,023	34,807	36,682	33,992	
DEC	29,171	40,257	33,882	31,108	32,056	32,290	33,983	
JAN	45,538	37,135	39,057	38,627	36,609	38,464	37,255	
FEB	32,550	50,896	52,466	46,059	45,953	37,527	44,114	
MAR	49,234	38,533	36,645	40,000	37,219	39,185	42,121	
APR	38,260	36,499	39,795	34,524	38,222	35,722	37,773	
TOTAL:	\$ 474,960	\$ 486,412	\$ 487,017	\$ 436,937	\$ 479,420	\$ 467,133	\$ 498,596	\$ 28,332

YTD PRIOR YEAR

YTD CURRENT YEAR

DIFFERENCE

PERCENTAGE CHANGE

\$ 39,884

\$ 28,332

\$ (11,552)

-29.0%

VILLAGE OF WILLOWBROOK
 UTILITY TAX
 NORTHERN ILLINOIS GAS
 CASH BASIS

	<u>2006-2007</u>	<u>2007-2008</u>	<u>2008-2009</u>	<u>2009-2010</u>	<u>2010-2011</u>	<u>2011-2012</u>	<u>2012-2013</u>	<u>2013-2014</u>
MAY	\$ 20,587	\$ 22,735	\$ 29,751	\$ 17,366	\$ 18,437	\$ 19,268	\$ 11,020	\$ 19,790
JUNE	10,813	14,685	21,020	11,184	10,627	13,321	7,277	
JULY	5,965	7,851	14,857	7,056	7,075	8,716	5,609	
AUG	5,125	6,184	10,068	6,943	6,842	6,871	5,318	
SEPT	4,915	5,310	8,470	6,089	6,016	5,190	5,214	
OCT	4,639	5,496	7,816	5,384	6,237	5,141	5,450	
NOV	7,218	7,600	9,111	7,168	6,763	6,975	6,591	
DEC	10,396	10,447	13,377	9,653	8,859	10,035	10,121	
JAN	15,850	18,243	22,887	15,511	16,170	15,217	14,119	
FEB	21,115	27,469	32,441	26,774	24,393	20,479	19,476	
MAR	28,078	36,398	32,452	31,709	26,521	20,614	22,616	
APR	30,298	38,429	24,545	26,718	24,038	15,881	21,834	
TOTAL:	\$ 165,001	\$ 200,847	\$ 226,794	\$ 171,556	\$ 161,977	\$ 147,709	\$ 134,645	\$ 19,790

YTD PRIOR YEAR

\$ 11,020

YTD CURRENT YEAR

\$ 19,790

DIFFERENCE

\$ 8,770

PERCENTAGE CHANGE

79.6%

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
PLACES OF EATING TAXES**

MONTH	09-10	10-11	11-12	12-13	13-14
MAY	\$ 29,944	\$ 32,607	\$ 34,339	\$ 37,421	\$ 39,097
JUNE	33,653	34,583	36,544	37,754	
JULY	33,203	38,304	38,639	41,944	
AUG	29,099	35,728	37,829	38,115	
SEPT	33,001	33,184	39,218	40,801	
OCT	30,393	33,204	36,492	40,227	
NOV	28,801	33,296	38,018	36,097	
DEC	33,252	35,058	34,652	39,700	
JAN	31,980	38,456	39,065	43,449	
FEB	29,015	32,964	32,687	35,859	
MARCH	29,353	32,029	34,986	34,674	
APRIL	35,520	35,620	38,362	41,294	
TOTAL	\$ 377,215	\$ 415,036	\$ 440,831	\$ 467,335	\$ 39,097
MTH AVG	\$ 31,435	\$ 34,586	\$ 36,736	\$ 38,945	\$ 39,097
BUDGET	\$ 380,000	\$ 404,500	\$ 429,500	\$ 450,581	\$ 450,000

YEAR TO DATE LAST YEAR: \$ 37,421
 YEAR TO DATE THIS YEAR: \$ 39,097
 DIFFERENCE: \$ 1,676

PERCENTAGE OF INCREASE: **4.48%**

BUDGETED REVENUE: \$ 450,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 8.69%
 PROJECTION OF ANNUAL REVENUE : \$ 488,266
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 38,266
 EST. PERCENT DIFF ACTUAL TO BUDGET **8.5%**

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
RED LIGHT FINES**

MONTH DIST	FISCAL YEAR				
	09-10	10-11	11-12	12-13	13-14
MAY		\$ 51,750	\$ 19,700	\$ 49,631	\$ 57,075
JUNE		80,350	39,300	54,120	
JULY		67,733	39,925	56,500	
AUG		78,955	61,985	54,325	
SEPT	\$ 300	53,880	68,241	35,300	
OCT	46,720	42,786	83,294	46,200	
NOV	39,000	45,760	88,200	46,037	
DEC	29,900	65,285	39,855	41,645	
JAN	30,425	57,064	34,805	41,395	
FEB	19,550	27,980	34,577	36,135	
MARCH	29,850	26,810	19,223	44,325	
APRIL	32,550	19,005	29,058	50,900	
TOTAL	\$ 228,295	\$ 617,358	\$ 558,163	\$ 556,513	\$ 57,075
MTH AVG	\$ 28,537	\$ 51,447	\$ 46,514	\$ 46,376	\$ 57,075
BUDGET		\$ 484,400	\$ 511,000	\$ 540,000	\$ 540,000

YEAR TO DATE LAST YEAR : \$ 49,631
 YEAR TO DATE THIS YEAR : \$ 57,075
 DIFFERENCE : \$ 7,444

PERCENTAGE CHANGE:

15.00%

BUDGETED REVENUE: \$ 540,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 10.57%
 PROJECTION OF ANNUAL REVENUE : \$639,983
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$99,983
 EST. PERCENT DIFF ACTUAL TO BUDGET **18.5%**

VILLAGE OF WILLOWBROOK FINANCIAL REPORT FINES

MONTH DIST	09-10	10-11	11-12	12-13	13-14
MAY	\$ 14,846	\$ 19,578	\$ 20,475	\$ 12,129	\$ 14,525
JUNE	14,647	16,689	16,315	16,141	
JULY	16,868	19,660	8,068	11,302	
AUG	20,157	14,809	15,404	5,385	
SEPT	14,024	14,196	7,275	14,236	
OCT	15,004	16,237	17,071	14,533	
NOV	13,858	14,719	13,517	8,246	
DEC	20,463	11,482	12,229	6,560	
JAN	13,669	21,297	12,321	20,660	
FEB	8,980	10,232	11,103	10,511	
MARCH	26,922	13,255	16,448	14,546	
APRIL	16,869	16,761	15,010	15,063	
TOTAL	\$ 196,308	\$ 188,916	\$ 165,235	\$ 149,312	\$ 14,525
MTH AVG	\$ 16,359	\$ 15,743	\$ 13,770	\$ 12,443	\$ 14,525
BUDGET	\$ 200,000	\$ 200,000	\$ 200,000	\$ 160,000	\$ 145,000

YEAR TO DATE LAST YEAR : \$ 12,129
 YEAR TO DATE THIS YEAR : \$ 14,525
 DIFFERENCE : \$ 2,396

PERCENTAGE CHANGE

19.75%

BUDGETED REVENUE: \$ 145,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 10.02%
 PROJECTION OF ANNUAL REVENUE : \$ 178,808
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 33,808
 EST. PERCENT DIFF ACTUAL TO BUDGET **23.32%**

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
BUILDING PERMITS**

MONTH	09-10	10-11	11-12	12-13	13-14
MAY	\$ 6,747	\$ 35,989	\$ 5,770	\$ 33,084	\$ 21,304
JUNE	5,795	8,399	6,527	30,569	
JULY	7,103	19,396	8,640	11,472	
AUG	9,710	17,824	9,921	14,433	
SEPT	7,255	47,342	17,688	28,145	
OCT	30,335	16,986	6,235	6,068	
NOV	3,976	3,277	27,435	8,391	
DEC	32,902	6,864	31,298	14,215	
JAN	23,015	12,160	6,734	27,202	
FEB	3,766	13,567	7,062	7,918	
MARCH	18,445	10,207	31,730	19,167	
APRIL	18,870	28,150	18,959	32,909	
TOTAL	\$ 167,920	\$ 220,161	\$ 177,999	\$ 233,573	\$ 21,304
MTH AVG	\$ 13,993	\$ 18,347	\$ 14,833	\$ 19,464	\$ 21,304
BUDGET	\$ 150,000	\$ 100,000	\$ 150,000	\$ 110,000	\$ 150,000

YEAR TO DATE LAST YEAR: \$ 33,084
 YEAR TO DATE THIS YEAR: \$ 21,304
 DIFFERENCE: \$ (11,780)

PERCENTAGE OF CHANGE:

-35.61%

BUDGETED REVENUE: \$ 150,000
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 14.20%

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
WATER SALES REVENUE**

MONTH	Note 1		Note 2		Note 3	
	09-10	10-11	11-12	12-13	13-14	
MAY	\$ 119,740	\$ 116,873	\$ 148,758	\$ 156,504	\$ 160,088	
JUNE	148,867	164,898	170,028	205,606		
JULY	105,374	128,685	145,972	178,786		
AUG	153,176	183,532	183,885	309,555		
SEPT	173,672	209,281	202,519	286,089		
OCT	116,842	141,587	134,151	172,100		
NOV	146,601	181,635	167,590	208,056		
DEC	144,694	176,935	171,271	204,008		
JAN	95,371	117,392	118,494	139,217		
FEB	116,663	143,020	143,906	166,637		
MARCH	130,119	162,372	163,023	188,447		
APRIL	101,335	113,064	136,026	134,770		
TOTAL	\$ 1,552,453	\$ 1,839,273	\$ 1,885,623	\$ 2,349,775	\$ 160,088	
MTH AVG	\$ 129,371	\$ 153,273	\$ 157,135	\$ 195,815	\$ 160,088	
BUDGET	\$ 1,800,000	\$ 1,931,868	\$ 1,831,500	\$ 2,318,242	\$ 2,898,948	

Note 1- 20% rate increase effective 5/1/10

Note 2- 20% rate increase effective 3/1/12

Note 3- 25% rate increase effective 5/1/13

YEAR TO DATE LAST YEAR:	\$ 156,504
YEAR TO DATE THIS YEAR:	\$ 160,088
DIFFERENCE:	\$ 3,584

PERCENTAGE OF INCREASE: 2.29%

BUDGETED REVENUE:	\$ 2,898,948
PERCENTAGE OF YEAR COMPLETED :	8.33%
PERCENTAGE OF REVENUE TO DATE :	5.52%
PROJECTION OF ANNUAL REVENUE :	\$ 2,403,586
EST. DOLLAR DIFF ACTUAL TO BUDGET	\$ (495,362)
EST. PERCENT DIFF ACTUAL TO BUDGET	-17.09%

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MUNICIPAL HOTEL/MOTEL TAXES**

MONTH	Note 1		Note 2, 3		Note 4, 5	
	09-10	10-11	11-12	12-13	13-14	
MAY	\$ 5,657	\$ 6,553	\$ 4,355	\$ 4,516	\$ 7,112	
JUNE	5,533	4,907	4,226	4,918		
JULY	6,650	6,872	6,196	8,271		
AUG	6,046	5,173	10,959	4,947		
SEPT	6,432	3,526	4,664	6,041		
OCT	6,155	10,625	6,463	11,030		
NOV	6,038	3,986	9,154	3,508		
DEC	4,566	2,325	5,428	5,611		
JAN	3,728	8,182	2,267	2,268		
FEB	3,269	1,755	1,945	3,306		
MARCH	3,056	5,505	4,123	3,634		
APRIL	2,170	2,262	8,077	5,049		
TOTAL	\$ 59,299	\$ 61,671	\$ 67,857	\$ 63,099	\$ 7,112	
MTH AVG	\$ 4,942	\$ 5,139	\$ 5,655	\$ 5,258	\$ 7,112	
BUDGET	\$ 80,000	\$ 72,000	\$ 61,000	\$ 62,220	\$ 64,386	

Note 1 - Village received 3 months Holiday Inn Tax (Jan-March) in August 2010.

Note 2 - The Holiday Inn paid their June & July tax in August 2011.

Note 3 - The Holiday Inn made payments for Jan, Feb & March 2012 during April 2012

Note 4 - The Holiday Inn made payments for May & June 2012 during July 2012

Note 5 - The Holiday Inn made payments for Aug & Sept 2012 during Oct 2012

YEAR TO DATE LAST YEAR: \$ 4,516
 YEAR TO DATE THIS YEAR: \$ 7,112
 DIFFERENCE: \$ 2,596

PERCENTAGE CHANGE: **57.48%**

BUDGETED REVENUE: \$ 64,386
 PERCENTAGE OF YEAR COMPLETED : 8.33%
 PERCENTAGE OF REVENUE TO DATE : 11.05%
 PROJECTION OF ANNUAL REVENUE : \$ 99,371
 EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 34,985
 EST. PERCENT DIFF ACTUAL TO BUDGET **54.3%**

**VILLAGE OF WILLOWBROOK
FINANCIAL REPORT
MOTOR FUEL TAX**

MONTH DIST	Note 1		Note 2		Note 3	
	09-10	10-11	11-12	12-13	13-14	
MAY	\$ 17,906	\$ 19,451	\$ 18,507	\$ 16,579	\$ 14,687	
JUNE	24,456	18,819	18,156	18,468		
JULY	13,011	17,787	16,894	15,557		
AUG	21,587	19,278	57,601	18,180		
SEPT	18,137	18,752	18,325	18,222		
OCT	14,867	21,587	16,417	54,763		
NOV	15,108	54,756	18,240	17,307		
DEC	24,523	26,793	19,269	18,450		
JAN	18,456	21,584	17,963	17,678		
FEB	21,440	20,892	17,273	17,157		
MARCH	16,884	16,823	17,604	14,579		
APRIL	18,391	19,105	17,123	17,253		
TOTAL	\$ 224,766	\$ 275,626	\$ 253,372	\$ 244,193	\$ 14,687	
MTH AVG	\$ 18,731	\$ 22,969	\$ 21,114	\$ 20,349	\$ 14,687	
BUDGET	\$ 240,316	\$ 214,800	\$ 226,865	\$ 222,328	\$ 205,814	

Note 1, 2, 3 - Special distribution of \$38,941, IL Capital Bill (non-recurring)

YEAR TO DATE LAST YEAR : \$ 16,579
YEAR TO DATE THIS YEAR : \$ 14,687
DIFFERENCE : \$ (1,892)

PERCENTAGE OF CHANGE: **-11.41%**

BUDGETED REVENUE: \$ 205,814
PERCENTAGE OF YEAR COMPLETED : 8.33%
PERCENTAGE OF REVENUE TO DATE : 7.14%
PROJECTION OF ANNUAL REVENUE : \$ 216,326
EST. DOLLAR DIFF ACTUAL TO BUDGET \$ 10,512
EST. PERCENT DIFF ACTUAL TO BUDGET **5.1%**