

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, AUGUST 12, 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 Oggerino at 6:00 p.m.

**2. ROLL CALL**

Those present at roll call were Mayor Frank Trilla, Trustee Paul Oggerino, and Management Analyst Garrett Hummel. Absent: Trustee Umberto Davi.

**3. APPROVAL OF MINUTES**

Minutes of the Regular Finance and Administration Committee held on Monday, July 8, 2013 were reviewed. Motion to approve made by Trustee Oggerino. Motion carried.

**4. DISCUSSION - UltraFast Heart Scan for Village of Willowbrook, Edward Heart Hospital**

Management Analyst Hummel began the discussion with a brief history of the Village's previous UltraFast Heart Scan program. Under the previous program, each employee would be eligible for a scan on a triennial basis. Due to budget considerations, the Village's UltraFast Heart Scan program was discontinued in 2001.

Recently, the Village's health insurance pool (IPBC), began stressing the creation of wellness programs. In response to the IPBC's initiatives, the Village decided to explore the possibility of restarting the UltraFast Heart Scan program. Edward Heart Hospital was contacted for pricing on the heart scan and agreed to provide the Village with a reduced rate for the heart scan. The final price for the scan came out to be \$75.00 per scan which equates to 50% off the normal price of \$150.00 per scan. The maximum number of participants from the Village who qualify for the program is 41. Therefore, the maximum cost to conduct the UltraFast Heart Scan program will be \$3,075 which matches the budgeted amount. Trustee Oggerino stated he remembered the Village's previous heart scan program and felt it was a good idea to start it back up. Management Analyst Hummel explained this item would be presented to the Village Board on the omnibus vote agenda at this evening's Village Board meeting.

**5. REPORT - Monthly Reports - July 2013**

The Committee reviewed and highlighted the items below for the month May.

- Total cash outlay for all Village funds - \$778,105 (fiscal year to date average is \$1,017,829)
- Ave. daily outlay of cash for all Village funds - \$25,100 (fiscal year to date is \$33,227)
- Ave. daily expenditures for the general fund - \$17,240 (average daily expenditures fiscal year to date is \$20,099)
- Ave. payroll for active employees including all funds - \$156,936 (fiscal year payroll to date is \$1,098,552)

**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**

- Sales tax receipts - \$850,064 down 0.92% from the prior year, 5.7% over budget.

- Income Tax receipts - \$271,033 up 14.76% compared to the prior year, 21.7% over budget.

Analyst Hummel noted that the State of Illinois is only 2 months behind in remittances.

- Utility tax receipts - \$266,044 down 10.76% from the prior year, 10.1% below budget, consisting of:
  - Telecomm Tax - \$126,942, down 17.4% from the prior year
  - Northern IL Gas - \$41,266, up 72.6% from the prior year
  - ComEd - \$98,562, down 18.6%
- Places of Eating Tax receipts - \$123,720 up 5.64% compared to the prior year, 9.7% over budget.
- Fines - \$41,570 up 5.05% compared with the prior year, 8.17% under budget.
- Red Light Fines - \$220,180 up 37.40% from the prior year, 41.6% over budget.
- Building Permit receipts - \$88,763 up 18.15% from the prior year.

Analyst Hummel noted that the July 2013 building permit totals include one permit to Thorndale Construction for \$18,991 and one permit to Thomas Lee for \$8,243.

- Water sales receipts - \$576,240 up 6.53% from the prior year, 13.65% under budget.
- Motor Fuel Tax receipts - \$51,309 up 1.39% compared with the prior year, 20.3% over budget
- Hotel/Motel Tax receipts - \$21,594 up 21.97% compared with the prior year, 19.5% over budget.

Trustee Oggerino inquired as to whether the Holiday Inn was current with their outstanding bills. Analyst Hummel stated he would check with Interim Finance Director Dittman.

The reports above were approved by Trustee Oggerino.

#### **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 Oggerino.

The meeting was adjourned at 6:15 p.m.

(Minutes transcribed by: Garrett Hummel, 9/4/13)