

MINUTES OF THE SPECIAL JOINT MEETING OF THE FINANCE AND ADMINISTRATION, MUNICIPAL SERVICES, AND PUBLIC SAFETY COMMITTEES OF THE VILLAGE OF WILLOWBROOK HELD ON WEDNESDAY, FEBRUARY 18, 2015 AT 5:30 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Chairman Mistele at 5:45 p.m.

2. ROLL CALL

Those present at roll call were Mayor Frank A. Trilla, Trustee Sue Berglund, Chairman Umberto Davi, Chairman Terrence Kelly, Chairman Michael Mistele, Trustee Gayle Neal, Trustee Paul Oggerino, Village Administrator Tim Halik, Police Chief Mark Shelton and Interim Director of Finance Carrie Dittman.

3. REVIEW - Fiscal Year 2015/2016 Budget

Administrator Halik gave an overview of this evening's presentation and noted that the proposed budget maintains all current services and programs and that as of 4/30/2016 the General Fund is projected to have an ending fund balance of \$4,100,653 which represents 182 days of operating expense reserves. The cost to operate the General Fund for 1 day is \$22,527. No non-union salary increases are included, and the budget includes an 18.2% increase in police pension contribution and 3.68% decrease in IMRF contribution.

Interim Director of Finance Dittman presented the proposed drawdown of General Fund reserves of \$1,001,999 by department, noting that Parks & Recreation were 59.72% or \$458,100 higher due to the re-budgeting of unspent Willow Pond Park grant funds, and fund transfers were 48.53% or \$51,791 higher due to the new 2015 bonds being included. She described the dollar changes of the major General Fund revenue sources and the historical percentage changes of these sources over the past three years. Administrator Halik described the proposed reduction in LGDF (income tax) revenue that is currently being proposed by the State of Illinois. The Village's budget already reflects a 25% decrease in this revenue line item in anticipation of the State's action.

Interim Director of Finance Dittman noted that the police pension contribution is the annual required contribution as per the actuarial valuation and described the reasons for the increase of \$94,615. IMRF has decreased from 18.88% percent of payroll to 17.97%.

Administrator Halik gave an update on the rate increases in the Water Fund that were necessary as a result of the six DuPage Water Commission rate increases passed on to the Village since May 1, 2010. He also described the planned Water Fund capital projects that will occur in FY 2015-16. He then went on to describe the road program planned for the Motor Fuel Tax (MFT) Fund in FY 2015-16.

Interim Director of Finance Dittman gave an update of the status of the General Obligation Alternate Revenue Sources Bonds, Series 2015, which are currently in the works. The total \$5,055,000 bond consists of \$3.5 million of new money for the police station and water tank #1 painting, \$1.485 million to refund part of the Series 2008 Bonds, and the remaining \$70,000 to pay the bond issuance costs. The bonds will be issued about April 13, 2015 and repayment will begin in FY 2015-16 via transfers from

the General Fund and Water Fund in their pro-rata shares. The bonds will carry a repayment pledge of income taxes and water user fees as the alternate revenue sources. All but the next two non-callable payments of the Series 2008 bonds will be refunded in order to achieve an interest savings.

The next portion of the presentation by Interim Director of Finance Dittman was a financial overview, including the financial performance of the General Fund and the reasons for the heightened performance in FY 2014-15, which included revenues exceeding expectations and certain General Fund expenditures (Willow Pond Park and the finance ERP system) being deferred an additional year. Administrator Halik gave a "quick summary" that noted the FY 2014-15 budget included a planned draw-down of reserves of \$527,347 (to 191 days operating reserves), but FY 2014-15 estimated actual would be a surplus of \$487,561 (236 days operating reserves). The FY 2015-16 budget would be a draw-down of \$1,001,999 to end at 182 days operating reserve. The Village's target reserve has long been established at 120 days.

Interim Director of Finance Dittman discussed how the Village evaluates financial condition, and described the financial performance of the Water and MFT Funds.

Next, Administrator Halik and Interim Director of Finance Dittman described the major changes by General Fund department, including Village Board and Clerk, BOPC, Administration, Planning and Economic Development, Parks and Recreation, Finance, Police (described by Police Chief Shelton), Public Works and Building and Zoning. Halik and Dittman also described major planned changes in the Water, Hotel/Motel Tax, Motor Fuel Tax, TIF, SSA Bond and Interest, Capital Projects, Debt Service, and Land Acquisition, Facility Expansion and Renovation Funds.

Staff opened the floor to questions, and welcomed any suggestions to be included in the upcoming March 16, 2015 full board budget workshop.

4. VISITOR'S BUSINESS

There were no visitors present at the meeting.

5. ADJOURNMENT

Motion to adjourn was made by Trustee Berglund, and seconded by Chairman Kelly. The motion was carried.

The meeting was adjourned at 7:18 p.m.

(Minutes transcribed by: Carrie Dittman, 3/3/2015)