

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, MAY, 14 2007 AT 6:30 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order Trustee Napoli at 6:30 p.m.

2. ROLL CALL

Those present at roll call were Trustee Bob Napoli, Trustee Mike Mistele, Director of Finance Sue Stanish and Superintendent of Parks and Recreation Walter Righton.

3. APPROVAL OF MINUTES

Minutes of the April 23, 2007 Special Finance and Administration Committee Meeting were reviewed and approved.

4. REVIEW MONTHLY REPORTS

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

- Total cash outlay for all Village funds for April \$558,938.
- Average daily outlay of cash for all Village funds for April \$18,030.
- Average daily expenditures for the general fund for April \$15,158.
- Average daily expenditures for the general fund Year to Date Average through April - \$17,365.

5. REVIEW OF REVENUES

- Sales tax receipts - collected through April - \$2,798,415 up 8.9% from the prior year.
- Utility tax receipts through April \$1,206,628. Compared with prior year down 9.3%.
- Income Tax receipts through April - \$747,232 up 9.7% compared to the prior year.
- Places of Eating Tax receipts through April - \$263,028 up 3.1% compared to the prior year.

- Fine receipts through April - \$205,019 - up 2.4% compared to the prior year.
- Building Permit receipts through April - \$4563,123. Compared with the prior up 54.1%. Director Stanish specifically noted the significant amount of revenue and permit fees the municipal services department has generated.
- Water sales receipts through April - \$1,664,406. Compared with the prior year down 8.3%.
- Hotel/Motel Tax receipts through April - \$91,827. Compared with the prior year up 9.5%.
- Number of days operating expenses - The number of days operating expenses of general fund balance as of 4/30/07 is estimated to be 123 days.

6. PURCHASE OF COMMUNITY TOT LOT ADDITION

Superintendent Righton reviewed the two options with the Committee and discussed the difference in features and cost between the two options. Staff recommended Option #1, which was included in the FY07-08 budget in the amount of \$15,500. Following discussion, the Committee decided to recommend Option #2, for a total project cost of \$17,000, in anticipating a future donation from the Willowbrook/Burr Ridge Kiwanis Club. Mr. Righton indicated that if that was the intent of the Committee, he would be able to find an additional \$500 in the current Parks and Recreation Department budget to help fund the project at the \$17,000 figure. Chairman Napoli indicated that he would recommend approval of the Option #2 plan to the Village Board.

7. PURCHASE OF TWO NETWORK SERVERS

Included in the FY 2007-08 budget is the purchase of two new servers that will replace the existing network servers in the police department and administration. The current servers are over 5 years old and need to be replaced. In conjunction with the new firewall that was recently installed the new servers will allow for remote access to the Village's server. This would also allow for elected officials to have access to information such as Board and Committee packets and the Administrator's Report.

The specs for the servers were prepared by the Village's Network Administrator, Netlojix. Quotes were then obtained from 3 vendors.

- **CDW-G \$15,719**
- McPc - \$16,219
- Softchoice - \$17,137

The Committee concurred with the staff recommendation to purchase the servers from CDW-G. The item will be placed on the 5/29/07 Village Board agenda for approval.

8. VISITORS BUSINESS

A staff reporter from the Suburban Life was present at the meeting.

9. ADJOURNMENT

The meeting was adjourned at 6:55 p.m.