

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, OCTOBER 12, 2009 AT 6:30 P.M. IN THE VILLAGE HALL, 7760 QUINCY STREET, WILLOWBROOK, ILLINOIS.

1. CALL TO ORDER

The meeting was called to order by Trustee O'Connor on at 6:30 p.m.

2. ROLL CALL

Those present at roll call were Trustee Sandra Bragg O'Connor and Director of Finance Sue Stanish. Interim Village Administrator Ed Konstanty entered the meeting at 7:00 p.m.

3. APPROVAL OF MINUTES

Minutes of the September, 30 2009 Regular Finance and Administration Committee were reviewed and approved.

4. REVIEW MONTHLY REPORTS

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

- Total cash outlay for all Village funds - \$947,423
- Average daily outlay of cash for all Village funds - \$31,581
- Average daily expenditures for the general fund (monthly basis) - \$16,863
- Average daily expenditures for the general fund - \$18,576

5. REVIEW OF REVENUES - May 1, 2009 -August 31, 2009

- Sales tax receipts - \$1,270,821 down 4.7% from the prior year. However compared to the FY 09-10 budget sales tax receipts are tracking about 1% above budget (May-September)
- Income Tax receipts - \$315,510 down 17.6% compared to the prior year. Compared to budget estimated to be down 15%
- Utility tax receipts - \$501,373 down 9.2% from the prior year - Compared to budget estimated to be down 10.7%
- Places of Eating Tax receipts - \$158,900 down 4.7% compared to the prior year
- Fines - \$80,543 down 21% compared with the prior year. The prior year receipts were high and staff anticipates that fines receipts will come in as budgeted at \$200,000
- Building Permit receipts - \$36,610 down 66% compared with the prior year
- Water sales receipts - \$700,829 down 7.3% compared with the prior year
- Hotel/Motel Tax receipts - \$30,318 down 28% compared with the prior

year

- Motor Fuel Tax receipts \$95,097 down 3.7% compared with the prior year

6. REVIEW - List of Deferral Items

The Committee reviewed the items on the deferral list. The ranking of items will be completed with input from the both trustees on the Committee at a future date.

7. DISCUSSION - Financial Strategic Planning Process

The Committee discussed the need for a session.

8. VISIORTS BUSINESS

There were no visitors in attendance at the meeting.

9. ADJOURNMENT

The meeting was adjourned at 7:20 p.m.