

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY, March 10, 2008 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 McMahon at 6:30 p.m.

2. ROLL CALL

Those present at roll call were Trustee Tim McMahon, Trustee Paul Schoenbeck, Park Superintendent Wally Righton and Director of Finance Sue Stanish. Village Administrator Phil Modaff entered the meeting at 7:00 p.m.

3. APPROVAL OF MINUTES

Minutes of the February 29, 2008 Regular 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 January.

- Total cash outlay for all Village funds - February \$841,453
- Average daily outlay of cash for all Village funds - February \$27,144
- Average daily expenditures for the general fund - February \$25,973
- Average daily expenditures for the general fund Year to Date Average through January \$19,658.

5. REVIEW OF REVENUES

- Sales tax receipts through February - \$2,339,924 up 1.2% from the prior year.
- Utility tax receipts through February \$1,020,969. Compared with prior year up 9.7%.
- Income Tax receipts through February - \$672,395 up 8.6% compared to the prior year.
- Places of Eating Tax receipts through February - \$254,500 up 15% compared to the prior year.
- Fine receipts through February - \$156,904 down 12.5% compared to the prior year.
- Building Permit receipts through February - \$771,679 compared with the prior year up 114%.
- Water sales receipts through February - \$1,476,289 compared with the prior year up 3.8%.

- Hotel/Motel Tax receipts through February - \$81,733 compared with the prior year up 2.5%.
- Motor Fuel Tax receipts through February - \$212,934 compared with the prior year down 1.1%.
- Number of days operating expenses - The number of days operating expenses of general fund balance as of 4/30/08 is estimated to be 166 days.

6. POND STUDY

Superintendent Righton reviewed the Pond Study report recently completed by CBBEL. The Committee concurred that staff should continue to examine the issue of the Village's ponds to enable the Village to eventually develop a long-range plan to address future maintenance items and perhaps future capital improvements. The Committee suggested that the study be shared with the Parks and Recreation Commission to obtain its input as well. Staff feels that a plan to address pond issues could be prepared for the Board's discussion in the preparation of the FY09-10 budget.

A very preliminary review of the study and research done to date seems to indicate that pond improvements at Prairie Trail may be relatively easy to accomplish and may even qualify for future state grant assistance. The Committee concurred that it seems that the water quality at Willow Pond may necessitate addressing the issue of dredging the pond at some point in the not too distant future. Extensive Ridgemoor Pond improvements seem to rank the lowest due to the cost vs. recreational or storm water management benefit.

7. MEMBERSHIP IN THE IPBC HEALTH INSURANCE POOL

The Committee reviewed the resolution for the Village to participate in the South Central DuPage County Benefit Pool (SDCBP) which is a sub-pool of the Intergovernmental Personnel Benefit Cooperative (IPBC). Participation in the sub-pool allows the Village to provide comprehensive health care coverage for employees and their families in a cost effective manner. The Committee recommended inclusion of the resolution on the March 24, 2008 Village Board agenda.

8. REPORT ON PLANNING, ENGINEERING AND ATTORNEY FEES

The Committee reviewed the report prepared by staff. The Committee recommended that the Municipal Services Committee take a look at Village engineering services to see if an RFP would be beneficial.

9. MARCH 4, 2008 PARKS AND RECREATION PACKET

The Committee received the packet

10. VISITORS BUSINESS

There were no visitors present at the meeting.

11. ADJOURNMENT

The meeting was adjourned at 7:25 p.m. to go into executive session to discuss personnel. Based on time constraints executive session was reconvened on Friday March 14th at 8:00 a.m.