

MINUTES OF THE REGULAR FINANCE AND ADMINISTRATION COMMITTEE MEETING OF THE VILLAGE OF WILLOWBROOK HELD ON MONDAY OCTOBER 10, 2011 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 Davi on at 6:01 p.m.

**2. ROLL CALL**

Those present at roll call were Trustees Umberto Davi, Frank Trilla, Interim Finance Director Carrie Dittman and Management Analyst Garrett Hummel.

**3. APPROVAL OF MINUTES**

Minutes of the Regular Finance/Administration Committee held on Monday, September 12, 2011 were reviewed. Motion to approve made by Trustee Trilla. Trustee Davi seconded the motion. Motion carried.

**4. REPORT - Monthly Reports - September 2011**

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

- Total cash outlay for all Village funds - \$801,552
- Ave. daily outlay of cash for all Village funds - \$26,718
- Ave. daily expenditures for the general fund (fiscal year to date average) \$20,018

**5. REPORT - Sales Tax, Utility Tax, Income Tax, Places of Eating Tax, Fines, Building Permits, Water Revenues, Hotel Motel Tax and Motor Fuel Tax**

- Sales tax receipts - \$1,428,969 up 4.82% from the prior year
- Income Tax receipts - \$289,604 down 0.30% compared to the prior year
- Utility tax receipts - \$488,263 down 5.79% from the prior year
- Places of Eating Tax receipts - \$186,569 up 6.97% compared to the prior year
- Fines - \$67,536 down 20.48% compared with the prior year
- Red Light Fines - Collected \$229,151 down 31.12% compared with the prior year

Trustee Trilla inquired as to why red light fines were down so much. Management Analyst Hummel responded that Chief Shelton gave two reasons for the decline in red light fines. First, the cameras were out of services due to technical difficulties for approx. one month. Secondly, drivers at the various intersections are beginning to recognize the intersections as red light camera intersections and are no longer running as many red lights. Trustee Trilla asked whose responsibility it was to make sure the cameras are working properly.

Management Analyst Hummel said he would speak with Chief Shelton on the issue. Trustee Trilla stated if the responsibility is with the red light camera company than there should be some avenue for recovering lost revenue.

- Building Permit receipts - \$48,546 down 62.35% compared with the prior year
- Water sales receipts - \$851,162 up 5.96% compared with the prior year
- Hotel/Motel Tax receipts - \$30,400 up 12.46% compared with the prior year
- Motor Fuel Tax receipts \$90,542 (exclusive of August special one-time distribution) down 3.77% compared with the prior year

**6. VISITOR'S BUSINESS**

There were no visitors present at the meeting.

**7. COMMUNICATIONS**

There were no communications received.

**8. ADJOURNMENT**

Motion to adjourn was made by Trustee Davi. Trustee Trilla seconded the motion.

The meeting was adjourned at 6:28 p.m.

(Minutes transcribed by: Garrett Hummel, 11/7/11)