

**MINUTES OF A MEETING OF THE  
FINANCE COMMITTEE  
OF THE DUPAGE WATER COMMISSION  
HELD ON THURSDAY, APRIL 17, 2014  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order at 6:21 P.M.

Committee members in attendance: P. Suess, D. Russo, and J. Zay

Committee members absent: C. Janc and J. Pruyn

Non-Committee members in attendance: None

Also in attendance: J. Spatz, C. Peterson, T. McGhee, and D. Ellsworth

**Minutes**

Commissioner Russo moved to approve the Minutes of the Regular Committee Meeting of March 20, 2014 of the Finance Committee. Seconded by Chairman Zay and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**Approval of Reconciliations**

Treasurer Ellsworth stated that he had reviewed and approved the journal entries and bank reconciliations for the month of March.

**Treasurer's Report -- March 2014**

Treasurer Ellsworth stated that he had provided the Committee with a written summary of the March Treasurer's Report. He noted on page 1 of the report that cash and investments increased \$3M from last month due to strong operations. The cash balance at month end was \$9.1M at month end to cover the \$6M debt payment made on April 1<sup>st</sup> to Northern Trust.

Treasurer Ellsworth discussed the detailed investment schedules, individual account balances and market yield. Market yield on the portfolio was at 55 basis points, up from the prior month's yield of 51 basis points. Unrealized losses at month end were approximately \$120,000 compared to unrealized gains at the beginning of the year.

Treasurer Ellsworth noted that on the Statement of Cash Flows the year to date cash and investments has increased by just under \$10M. He stated that all targeted reserve levels were met or exceeded targets.

**Financial Statements – March 2014**

Financial Administrator Peterson provided the Committee with a summary of the March Financial Statements. She noted that water sales remained slightly ahead of seasonal budgeted expectations.

Sales Tax collections were higher than prior year revenue amounts by approximately 4.3% in March. Cumulatively Sales Tax collections as of March 31, 2014, were approximately \$1.6 million over the prior year.

Financial Administrator Peterson discussed balances and activity within the cash and investment accounts compared to targets and liabilities.

Financial Administrator Peterson noted that cash balances were up compared to prior year by \$6.5M. Receivables and payables are higher due to timing of collections and higher water costs.

Financial Administrator Peterson noted that there was no unusual activity or significant variances to discuss in the revenue and expense accounts in March, but account is 01-60-6611.01, Water Billing, is expected to go over budgeted amounts in April due to stronger than anticipated water sales.

**O-2-14**

Chairman Zay moved to recommend to the Board an Ordinance approving and adopting an Annual Management Budget for the Fiscal Year Commencing May 1, 2014 and Ending April 30, 2015. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**O-3-14**

General Manager Spatz noted that fixed costs remained at \$0.27per 1,000 gallons for another year. This amount covers approximately 50% of the revenue bonds payments to be made in fiscal year. A discussion was had regarding the how the fixed costs are calculated and future changes to the fixed costs when sales tax revenues end.

Chairman Zay moved to recommend to the Board an Ordinance establishing Fixed Costs to be payable by each contract customer for the fiscal year commencing May 1, 2014 and ending April 30, 2015. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**Retain the Services of Baker Tilly**

General Spatz noted the contract signed last year had a provision to retain services for a second year with like terms.

Chairman Zay moved to recommend to the Board to retain the services of Baker Tilly as Financial Services provider for one year. Seconded by Commissioner Russo and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**Election of Interest Period under Northern Trust Certificate of Debt**

Financial Administrator Peterson stated that the Libor rate for one month was at approximately 0.152% down slightly from the prior month.

**Accounts Payable**

Financial Administrator Peterson presented the Accounts Payable to the committee members. The numbers below were to be presented in the General Meeting.

March 11, 2014 to April 8, 2014	\$7,761,970.40
<u>Estimated</u>	<u>\$ 991,555.00</u>
Total	\$8,753,525.40

**Other**

None

**Adjournment**

Commissioner Russo moved to adjourn the meeting at 6:33 P.M. Seconded by Chairman Zay and unanimously approved by a Voice Vote.

All voted aye. Motion carried.