

**MINUTES OF A MEETING OF THE  
FINANCE COMMITTEE  
OF THE DUPAGE WATER COMMISSION  
HELD ON THURSDAY, MARCH 19, 2015  
600 EAST BUTTERFIELD ROAD  
ELMHURST, ILLINOIS**

The meeting was called to order at 6:08 P.M.

Committee members in attendance: R. Gans, J. Pruyn, and J. Zay

Committee members absent: P. Suess and D. Russo

Non-Committee members in attendance: none

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

**Minutes**

Chairman Zay moved to approve the Minutes of the Regular Committee Meeting of February 19, 2015 of the Finance Committee. Seconded by Commissioner Gans 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 February.

**Treasurer's Report – February 2015**

Treasurer Ellsworth stated that he had provided the Committee with a written summary of the February's Treasurer's Report. Cash and Investments were \$90.4M and were down by \$0.5M from last month due to timing of collections. Cash and Investments have increased by over \$20M over the past 10 months.

Treasurer Ellsworth discussed the detailed investment schedules, individual account balances and market yield. Market yield on the portfolio was at 76 basis points, up from the prior month. The weighted-average maturity of the Commission's investments has increased to just under two years as more investments are being purchased with longer terms.

Treasurer Ellsworth noted that on the Statement of Cash Flows shows the breakdown of the \$20.5M increase year-to-date. He stated that all targeted reserve levels were met or exceeded targets. At February 28, 2015, there was \$14.3M of debt outstanding down by \$1.2M from last month.

The Committee then discussed when the last debt payment is scheduled to be made and the options the Commission has in regards to its debt borrowings and the customer agreement.

### **Financial Statements – February 2015**

Financial Administrator Peterson provided the Committee with a summary of the February Financial Statements. She noted that ten months into the current fiscal year, revenues are exceeding expenses slightly ahead of budgeted seasonal expectations, even as water sales are below budget by approximately 2%. An offset is water purchases are approximately 4% below budgeted seasonal expectations.

Sales Tax collections were higher than prior year revenue amounts by approximately 7% in February. Cumulatively Sales Tax collections as of February 28, 2015, were approximately \$1.4M 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 nearly \$19M. Receivables were slightly higher compared to prior year due to timing of collections and higher water costs. Debt has declined by \$27M compared to prior year balances at January 31<sup>st</sup>.

Financial Administrator Peterson noted that there was no unusual activity or significant variances to discuss in the revenue and expense accounts.

### **Draft Annual Management Budget**

General Manager Spatz noted a couple of small changes that will be made to the draft version prior to the approval of the final version in April's Board meeting. The changes include revisions to revenue items from emergency connections and subsequent customers, and the description of an expense item.

Terry McGhee left the meeting at 6:19 P.M.

### **Draft Annual Appropriation Budget**

General Manager Spatz stated that the Commission would be bringing the 2015-2016 Appropriation Budget to the Board in May 2015. In connection, the Commission asked the Committee's permission to notify customers that the Appropriation Budget is available for viewing prior to 30 days before the May 21, 2015 meeting. General Manager Spatz described how the same percentages used last year in determining the Appropriation Budget compared to the Management Budget were used this year.

**Accounts Payable**

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

February 11, 2015 to March 10, 2015	\$7,547,611.19
<u>Estimated</u>	<u>\$ 739,500.00</u>
Total	\$8,287,111.19

Chairman Zay moved to approve the Accounts Payable. Seconded by Commissioner Gans and unanimously approved by a Voice Vote.

All voted aye. Motion carried.

**Other**

None

**Adjournment**

Chairman Zay moved to adjourn the meeting at 6:27 P.M. Seconded by Commissioner Gans and unanimously approved by a Voice Vote.

All voted aye. Motion carried.