

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
October 28, 2008

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee Spella; Trustees Dianis, Glogowski, Sosine, and Steigert; and President Schmitt. Trustee Smith was not present.*

Staff Members Present: William Ganek, Village Manager; Jenna Kollings, Assistant Village Manager; Bob Mitchard, Public Works Director; Jack Walde, Finance Director; Sara Stefan, Events and Recreation Coordinator; Russ Farnum, Community Development Director; Kelly Cahill, Village Attorney

AGENDA ITEM 2: Recognition

A. Recognition of Recreation Volunteer Barb Wilson

Ms. Stefan presented an award to Ms. Barb Wilson for her outstanding service to the community by volunteering her time to teach residents about nature and conservation.

B. Presentation of the 2008 Photo Contest Award Winners

Ms. Stefan provided a PowerPoint presentation highlighting all the photographs submitted in the 2008 Photo Contest. She then presented all the winners with their certificates and copies of the presentation.

AGENDA ITEM 3: Community Development
No items to discuss.

* At this time Chairperson Spella recognized Trustee Smith as being in attendance.

AGENDA ITEM 4: General Administration

A. Presentation of the Financial Audit for Fiscal Year Ending April 30, 2008 – Auditors McGladry and Pullen

Mr. Walde introduced Ms. Linda Abernathy of McGladry and Pullen. She then presented the Financial Audit for the Fiscal Year ending April 30, 2008 to the Committee. Ms. Abernathy gave a brief summary of some of the key parts of the audit documents.

Mr. Glogowski referred to page nine; under expenses, Public Works expenses had increased by \$2.2 million dollars. Mr. Ganek replied that it was due to the wastewater treatment plant.

Mr. Steigert then commented on the great job that the staff has done. He continued by pointing out several pages where information shown demonstrates how remarkable the numbers actually are. Mr. Steigert then asked what the definition of "Capital Grant" (Page 7) is. Ms. Abernathy replied that it is a grant which is a donation of a piece of land for capital asset, or funding from the state that restricts it for capital purposes. Mr. Steigert asked why there was a \$2.6 million loss on the deletion of streets and land capital assets in Fiscal Year 07 (Page 9, Paragraph 2). Ms. Abernathy stated that it was due to a street being improperly recorded (units of measurement). He then asked what would qualify for the change in capital assets under Non-Depreciation (Page 12). Ms. Abernathy replied that the non-depreciable assets are land and construction in progress. He asked about the difference between restricted and unrestricted resources (Page 31, Paragraph C). Ms. Abernathy said that if the Village receives money that could only be used towards a certain program, it would be considered a restricted resource. Mr. Steigert asked, in regards to Compensated Absences (Page 33), if an employee resigns, do they receive compensation for vacation days and sick time not used? Mr. Ganek replied "yes" for unused vacation time, but, for sick time, only if they have met a certain threshold. He asked what would qualify for Deferred Revenue (Page 34), specifically revenue recognition. Ms. Abernathy stated that there are two types of deferred revenue: 1. Cash received in advance (a resident paying for a recreation program up front), and 2. Cash received after the fiscal year end. Mr. Steigert then focused on Deposits and Investments (Page 35) and asked what the money market mutual funds consisted of. Mr. Walde said that it is for the police pension and could be a wide variety of assets; it depends on what the Pension Board decides to invest in. Mr. Steigert then asked if that could potentially be a higher source of income. Mr. Walde replied that it depends on what level of risk they decide to go with, but typically they try to keep a more conservative portfolio. Mr. Steigert asked if the Village is restricted from investing funds in this way. Mr. Walde said that he will not invest in anything longer than a year to make sure they have the ability to use those assets when they are needed. Mr. Steigert then asked why the Village leased squads and other vehicles in regards to Capital Lease (Page 41). Mr. Ganek replied that those leases are from three to four years ago when the budget was not doing so well; this is the end of those leases.

Ms. Abernathy then provided a brief overview for the two-page Management Letter. She stated that there are new auditing standards on what is and isn't reported to the Board. She then continued by summarizing the last document highlighting the key issues, including some new accounting standards and practices.

Mr. Glogowski, in regards to the recommendation on the Management Letter, "The adjustments should be reviewed by an employee other than the preparer to ensure the adjustments were prepared and posted properly," asked if the Village currently practices this. Mr. Ganek indicated that this practice is utilized by staff. Ms. Abernathy stated that she believes the current process should be more in depth.

The Committee of the Whole unanimously accepted Financial Audit for Fiscal Year Ending April 30, 2008.

AGENDA ITEM 5: Public Works and Safety

- A. Update on the Randall Road Study Prepared by McHenry County Highway Department (Randall/Algonquin Intersection Alternatives)

Mr. Ganek presented to the Committee a detailed layout and animation of all four options for the Randall Road/Algonquin Road intersection, the main focus being on option four, the continuous flow intersection. The following were the observations made by the Committee:

1. Options 1 and 2 are not desirable from a monetary and construction standpoint.
2. Option 3, though the least costly and the least evasive on the surrounding business, may not be the most desirable but is still open for discussion.
3. Option 4 is open for discussion but has brought up concerns for the Committee such as snow removal and impact on traffic, signal malfunction, the usage and aesthetics of medians/barriers, traffic signage, and education of residents and nonresidents on the use of this type of intersection.

All Committee members requested more info and a presentation by the County Engineer to understand fully how each of these options works.

After no further comments, Chairperson Spella closed discussion on this item.

- B. Consider Ordinance Amending the Kane County Stormwater Management/Wetlands Ordinance

Mr. Ganek provided a summary on the request from Kane County that the Village adopt several minor amendments to the Kane County Stormwater Ordinance, to clarify the original intent of the ordinance.

The Committee of the Whole recommended unanimously that the Ordinance Amending the Kane County Stormwater Management/Wetlands Ordinance be forwarded to the Village Board for consideration.

AGENDA ITEM 6: Executive Session

No items to discuss.

AGENDA ITEM 7: Other business

A. Mr. Smith made a request to publicly acknowledge the volunteers who raised \$17,000 (approximately) to benefit 11-year old Samantha Sanchez (Algonquin resident). Ms. Sosine added that these volunteers did all the work for the October 26, 2008 fundraising event in just three weeks.

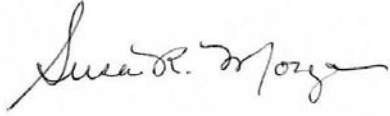
Mr. Steigert asked if this type of recognition would be handled on a case-by-case basis for others within the community or if all volunteers would be acknowledged in the future. Mr. Smith replied it would be a case-by-case basis, and there would be no limit as to how many the Village would recognize.

The Committee of the Whole recommended unanimously that the volunteers for the Samantha Sanchez Benefit be recognized with Community Service awards.

AGENDA ITEM 7: Adjournment

There being no further business, Chairman Spella adjourned the meeting of the Committee of the Whole at 9:10 pm.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Susan R. Morgan".

Susan Morgan, Recording Secretary