

VILLAGE OF ALGONQUIN
COMMITTEE OF THE WHOLE
Meeting Minutes
Algonquin Village Hall Board Room
February 9, 2010

AGENDA ITEM 1: Roll Call to Establish a Quorum

Present: Chairperson – Trustee Brian Dianis; Trustees Jerry Glogowski, Robert Smith, Debby Sosine, John Spella, Jim Steigert and President John Schmitt

Absent: Trustee

Staff Members Present: William Ganek, Village Manager; Bob Mitchard, Public Works Director; Michael Kumbera, Management Assistant; Jerry Kautz, Village Clerk

Chairperson Dianis called the meeting to order at 7:30 P.M. and established a quorum with all Committee members present.

AGENDA ITEM 2: Community Development
No items to discuss.

AGENDA ITEM 3: General Administration

A. Review Proposed 2010-2011 Enterprise and Special Fund Budgets

1. Water & Sewer Operating Fund

Mr. Ganek reported the following: Expected revenues of \$6 million and expenditures of \$6 million.

Revenue sources come from service charges, late charges, interest on reserves, cell tower leases, etc. Expenditures are split between the Water Division and the Sewer Division. Personnel items include health benefits, salaries with overtime, contractual services, supplies and materials for both water and sewer treatment, and maintenance of the facilities. Capital expenditures are budgeted at \$134,000 which include a new pickup truck and plow. The proposed Water and Sewer budget is balanced.

A theme that continues throughout the entire proposed budget is no new hires and cost cutting.

2. Cemetery Fund

Expected revenues of \$38,000 and expenditures of \$36,800.

Revenue sources come from sale of lots, fees for grave openings, and from communication tower leases on the cemetery property. Expenditures consist mostly of contractual services for maintenance and grave openings.

3. Swimming Pool Fund

Expected revenues are \$198,600 with expenditures at \$198,600.

Anticipated revenue consists of annual fees, daily fees, lessons, concessions rental income, and monies transferred from the General Fund (26%). Expenditures consist mostly of personnel

costs, contractual services, and maintenance of the pool, a major part of operating a swimming pool. The purchase of a solar cover should help reduce water heating costs.

4. Vehicle Maintenance Service Fund

Expected revenues \$1.16 million with expenditures of \$1.16 million.

Revenues include payments from all departments for maintenance of their vehicles and equipment. This is the largest portion of revenue. Also, other revenue consists of fuel purchases by each department including the Algonquin Fire Protection District. The largest part of expenditures is personnel cost, followed by vehicle maintenance supplies and materials such as fuels, lubricants batteries, etc. Each department gets billed for those items used on their vehicles/equipment. No capital purchases are budgeted for this fiscal year. This fund is self balancing, with expenses offset by revenues generated by each individual department.

5. Building Services Fund

Expected revenues \$643,000 and expenditures of \$643,000 for a balanced fund.

This fund's purpose is to supply services for Village property and buildings. Each department is charged accordingly and is the sole revenue. Expenditures consist mainly of personnel costs and maintenance of buildings. Included are contractual services for HVAC, elevators, and cleaning services. There are no capital expenditures planned in this budget. No significant building improvements are planned at this time other than general maintenance. As with the Vehicle Maintenance Fund, this fund is self balancing.

AGENDA ITEM 4: Public Works & Safety

No items to discuss.

AGENDA ITEM 5: Executive Session

No items to discuss.

AGENDA ITEM 6: Other business

A. The Committee of the Whole discussed possibly changing the Village Board meetings to a start time of 7:30 PM. This would make start times for Village Board meetings and Committee of the Whole meetings uniform. The consensus was to make the change but to do it at the start of the next fiscal year--the beginning of May. This would require an amendment to the current ordinance and could be considered at the next Village Board meeting.

B. Trustee Smith suggested the Village print a condensed version of the newsletter to be sent with water bills. This would also remind residents with computers to access a more detailed account of items that are listed in the condensed version. Staff will follow up.

AGENDA ITEM 7: Adjournment

There being no further business, Chairperson Dianis adjourned the meeting of the Committee of the Whole at 8:13 pm.

Submitted: Jerry Kautz, Village Clerk