



FINANCE & ADMINISTRATION
COMMITTEE MINUTES

Committee Date: February 10, 2022
 Present: Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
 Absent: None
 Also Present: Mayor Pulice, Treasurer Porch, Clerk Curiale, City Manager Mermuys, Police Chief Vesta, Director Lange, Director Wilson
 Meeting Convened at: 7:48 p.m.

APPROVAL OF MINUTES:

Ald. Catalano made a motion, seconded by Ald. Jakab, to approve the minutes of the December 9, 2021 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

FY2021 AUDIT REPORT

DISCUSSION:

Director Wilson explained this is required to be done within 60 days of the audit. He introduced Nick Bava, CPA and Senior Manager with Sikich. In order for Sikich to rebid, they had to rotate the entire team, which they agreed to.

Mr. Bava reviewed the Certificate of Achievement for Excellence in Financial Reporting, noting this is above and beyond what is required from the state. He congratulated the City for continuing this for the 34th year. Once this report is complete, it will be the 35th Award.

Mr. Bava then reviewed the entire report, noting the most important three pages in the document are the Independent Auditor’s Report. It contains Sikich’s opinion on the financial statements.

Management discussion and analysis is 13 pages and is a required part of the report. Mr. Bava recommended City Council reviews these pages to analyze changes that occurred from the previous fiscal year.



The Financial Statements include the statement of revenues and includes all major funds reported this year along with the non-major. Mr. Bava reviewed each of the funds included in the report and explained the major activity and how each did during the fiscal year.

The General Fund’s overall change in balance was a small decrease of \$37,000, leaving \$9.1M as the fund balance. Mr. Bava noted COVID relief funding is factored into that. Capital Projects indicates a planned drawdown of \$10.4 M which drove the capital outlay expenses throughout the fiscal year. The largest project was the stormwater project. Mr. Bava continued to review each of the funds included in the report and explained the major activity and how each did during the fiscal year.

Mayor Pulice asked about the percentage of cash reserves for the City. Director Wilson stated it is between \$8 and \$9M which is a little over nine months. There are also receivables still coming in that will drive that a little higher since some is three months in arrears. Director Wilson then explained how an enterprise fund works, noting it should operate as if it was its own business entity; it should be self-efficient and self-sustaining.

VOTE:

Ald. Catalano made a motion, seconded by Ald. Woods, to accept the FY2021 Audit Report as proposed. A voice vote was taken, with the following results:

Ayes:	Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
Nays:	None
Abstained:	None
Motion:	Carried

ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- FY 2023 Budget - February 24, 2022
- Water Rates - April 28, 2022

ADJOURNMENT:

Ald. Catalano made a motion, seconded by Ald. Susmarski, to adjourn the meeting at 8:06 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Eileen Schultz



**PUBLIC WORKS
COMMITTEE MINUTES**

Committee Date: February 10, 2022
 Present: Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
 Absent: None
 Also Present: Mayor Pulice, Treasurer Porch, Clerk Curiale, City Manager Mermuys, Police Chief Vesta, Director Lange, Director Wilson
 Meeting Convened at: 7:30 p.m.

APPROVAL OF MINUTES:

Ald. Jakab made a motion, seconded by Ald. Ames, to approve the minutes of the January 27, 2022 meeting as presented. A voice vote was taken, with all members voting aye.

REPORT & RECOMMENDATION

APPROVAL OF REPLACEMENT FOR PUBLIC WORKS VEHICLE #501-117

DISCUSSION:

Director Lange reported the vehicle being replaced is an F150 with utility body and is being switched to a 2022 transit van.

VOTE:

Ald. Messina made a motion, seconded by Ald. Woods, to approve Replacement of Public Works Vehicle #501-117 in an amount not to exceed \$35,034. A voice vote was taken, with the following results:

Ayes: Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
 Nays: None
 Abstained: None
 Motion: Carried

REPORT & RECOMMENDATION

APPROVAL OF AGREEMENT BETWEEN CITY OF WOOD DALE AND UPRIGHT INTERIORS FOR BUSINESS FOR THE PUBLIC WORKS FACILITY INTERIOR FURNISHINGS PROJECT



DISCUSSION:

Ald. Woods inquired about Forward Space not being contacted. Director Lange advised they were contacted but elected not to submit a bid. They did reach out to him for some discounted chairs and other items that were purchased separately at a very good price. This is for both Phase 1 and 2 and the only furniture bid staff will be doing.

VOTE:

Ald. Messina made a motion, seconded by Ald. Susmarski, to approve an Agreement between the City of Wood Dale and Upright Interiors for Business for the Public Works Facility Interior Furnishings Project in an Amount Not to Exceed \$111,808.34. A roll call vote was taken, with the following results:

Ayes: Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
 Nays: None
 Abstained: None
 Motion: Carried

REPORT & RECOMMENDATION:

APPROVAL OF AGREEMENT BETWEEN CITY OF WOOD DALE AND THOMAS ENGINEERING FOR PROFESSIONAL SERVICES FOR FY23-25 CAPITAL ROAD IMPROVEMENT PROGRAM

DISCUSSION:

None

VOTE:

Ald. Messina made a motion, seconded by Ald. Susmarski, to approve an Agreement between the City of Wood Dale and Thomas Engineering for Professional Services for the FY 23-25 Capital Road Improvement Program in an amount not to exceed \$302,000. A roll call vote was taken, with the following results:

Ayes: Ald. Ames, Catalano, Curiale, Jakab, Messina, Sorrentino, Susmarski & Woods
 Nays: None
 Abstained: None
 Motion: Carried



ITEMS TO BE CONSIDERED AT FUTURE MEETINGS:

- None

ADJOURNMENT:

Ald. Messina made a motion, seconded by Ald. Susmarski, to adjourn the meeting at 7:48 p.m. Upon a voice vote, the motion carried unanimously.

Minutes taken by Eileen Schultz