Village of Mount Prospect
Audit Committee
Regular Meeting Agenda
50 S. Emerson Street Mount Prospect, IL 60056

June 25, 2025 | **3rd Floor Executive Conference Room** | **6:00 PM**

1. **Call to Order**
2. **Approval of Minutes**
   - 2.1. June 10, 2024
3. **Citizens To Be Heard**
4. **Old Business**
5. **New Business**
   - 5.1. Audit Report - Year 2024
   - 5.2. Audit RFP - to be issued in 2026
6. **Other Business**
7. **Chair Report**
8. **Finance Director Report**
9. **Next Meeting - TBD**
10. **Adjournment**

NOTE: ANY INDIVIDUAL WHO WOULD LIKE TO ATTEND THIS MEETING BUT BECAUSE OF A DISABILITY NEEDS SOME ACCOMODATION TO PARTICIPATE SHOULD CONTACT THE FINANCE DIRECTOR'S OFFICE AT 50 SOUTH EMERSON STREET, MOUNT PROSPECT, ILLINOIS 60056 OR BY PHONE AT 847-392-6000.

AUDIT COMMITTEE
MINUTES OF THE MEETING HELD
June 10, 2024

I. Call to Order

The meeting was called to order at 6:00 pm. Members present were Audit Committee Chair Vincent Grochocinski, Tim McDermott, Village Trustees John Matuszak and William Grossi, Finance Director Amit Thakkar, and Deputy Director of Finance Jennifer Fitzgerald were in attendance from the staff. Don Shaw (Audit Manager) from the audit firm Lauterbach & Amen was also present at the meeting.

II. Approval of Minutes

Approval of Minutes for June 12, 2023. Motion to approve was made by Tim McDermott, and a second was made by John Matuszak. Motion passed.

III. Citizens to be Heard.

There were no citizens to be heard.

IV. Old Business

There was no old business.

V. New Business

Don Shaw (Audit Manager) from the audit firm Lauterbach & Amen gave a presentation on the audit 2023 and highlights are as below:

a) The audit process went smoothly, and staff was always ready to help. All the reports, documents, workpapers and external party reports were provided in time. Accounting books were neat and clean and because of that, the audit process went without any hurdle. Auditors commended Staff's work.
b) The auditor issues a clean and nonqualified, a highest possible audit opinion on the financial statement that clearly states that in their opinion, the financial statements are free from material mistakes and present true and correct financial picture of the financial position of the Village.
c) While the actual statement at the top of the page is much more detailed, it is the key statement from the audit firm demonstrating that they found no significant issues that impact their overall determination on the accuracy of the Village's financial statements and position.
d) Other items and comments on Financials: The General Fund Reserves are $52.6 million, of which $43.7 million is unrestricted. The Village's General Fund reported remarkable growth in the Intergovernmental Revenues. The sales tax, income tax, use tax, ambulance billing fees, and a few other outperforming revenues allowed the Village to add$4.3 million to the overall reserves of the General Fund. The actual surplus for the2023 is $14.8 million. The Village Board approved certain transfers from the 2022 surplus of $13.4 million. For accounting purposes, these transfers are booked as an expense for 2023.

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e) All the Village Departments performed within their approved budgetary constraints and were reported under budget.
f) The overall Governmental Activity Fund Balance is $90.2 million, of which $43.7 million is unrestricted.
g) The overall Business Type activity Fund Balance is $56.2 million, of which $39.9 million is invested in capital assets and infrastructures.
h) Police and Fire Pension Funds show a funded ratio of 57.3 percent and 59.2 percent, respectively. The unfunded liability totals $67.0 million for the Police and $54.3 million for the Fire Pension Fund.
i) Director of Finance Amit Thakkar provided additional details on Village Financials, fund balance, pension fund investments, and future pension costs.

The Audit Committee Chair requested a motion to accept the audit, Trustee Matuszak made a motion, and Audit Committee member Tim McDermott seconded the motion. The motion passed unanimously.

The Audit Committee chair asked about the rotation of auditors. Finance Director Amit Thakkar informed the Audit Committee that 2024 would be the final year for the current auditors, and we have allowed a one-year extension while we carry out the RFP seeking a new audit firm. After discussion, the Audit Committee unanimously agreed to grant a one-year extension to the current auditors. Staff will publish RFP at the end of 2025 and the Audit Committee will review the responses and interview audit firms for the audit starting 1-1-2026.

VI. Other Business

There was no other business.

VII. Chair Report

There was no Chair Report.

VIII. Finance Director Report

There was no Finance Director report.

IX. Next Meeting

Next meeting date has not been determined.

X. Adjournment

Motion to adjourn was made by Tim McDermott and a second was made by Trustee Matuszak. Motion passed. The meeting adjourned at 6:47 pm.

Respectfully Submitted
Amit R Thakkar
Finance Director