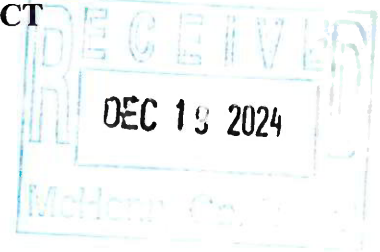


**DRAFT**

**TOWNSHIP REPORT FOR COMPLIANCE WITH DECENNIAL COMMITTEES ON  
LOCAL GOVERNMENT EFFICIENCY ACT  
(For Townships Only)**



I. Unit of government submitting this report:

NAME OF TOWNSHIP: Algonquin

Note: Any local government that levies a tax, other than a municipality or county must file this report. For Road Districts in counties with populations of less than 400,000 the highway commissioner may form a joint committee to prepare one combined report. See 50 ILCS 70/10(b-5).

TOI has a separate recommended report form for a consolidated report, so do not use this form for a combined report of a township and road district. TOI also has a separate recommended report form for road districts and multi-township assessment districts.

II. Information about our Township

- A. We are located in McHenry County. There are 17 townships in our county.
- B. The population of our Township is 87,307, as of the 2020 census.
- C. We have 8 full time employees and 1 part time employee of the Township (not including elected officials).
- D. Our annual budget for 2023 is: \$2,493,650.00 for Town Fund and \$216,605.00 for General Assistance.
- E. Our annual budget for 2024 is: \$2,425,954.66 for Town Fund and \$255,655.00 for General Assistance.
- F. Our Township's equalized assessed valuation for 2023 is \$3,329,382,433.00
- G. Our Township's tentative equalized assessed valuation for 2024 is \$3,738,926,533.00.

III. Information about Our Committee

A. Committee Members:

Township Supervisor Randolph "Randy" Funk

Township Trustee Teresa Sharpe Decker

Township Trustee Theresa Fronczak

Township Trustee Nicole Kunkle

Township Trustee Millie Medendorp

Township Resident Maureen Huff

- Township Resident Bill Spinelle
- Township Resident Rich Alexander
- Township Resident Edward J. Zimel, Jr.
- Township Resident John Pletz

Note: Per 50 ILCS 70/10(b), the committee membership must include all the elected or appointed members of the township board (Supervisor and Trustees) and two residents appointed by the Supervisor. The residents can be the Assessor, Highway Commissioner, Clerk or Collector, if you have one, or other residents of the Township, but these officials are not required to be on this Committee. The Supervisor may appoint more than two residents if deemed appropriate. If the appointed members should miss three (3) or more meetings, unexcused, consecutive or not, within the same calendar year, they are subject to be removed from the committee. The Supervisor can appoint replacement members or add additional members at the Supervisors discretion. The Supervisor is responsible for informing members of their removal from the committee.

B. Dates that our Committee Met (50 ILCS 70/20)

- First (Organizational) Meeting  
(must occur prior to June 10, 2023): August 14, 2024
- Second Meeting: September 11, 2024
- Third Meeting: October 9, 2024
- Fourth Meeting: November 13, 2024
- Fifth Meeting: December 11, 2024
- Sixth Meeting: January 8, 2025

IV. Programs Offered by our Township.

A. Our Township offers the following services and programs:

- General Assistance
- Emergency Assistance
- Low Income Home Energy Assistance Program (LIHEAP)
- Notary Service
- 2 Electric Vehicle Charging Stations
- Township holds 2 free shred events and food drives every year with the Highway Department
- Free Admission to the McHenry County Historical Society
- Facilitated a referendum giving the Township authority to enter into a contract for the collection, disposal, composting or recycling of garbage, refuse and ashes within the unincorporated areas of the Township. The referendum passed and the contract was awarded to Groot Industries.

- McHenry County Water Test Kits – available for pick up
- Main Township Building – Free Community room rental – 2 rooms, tables and chairs available
- Rules of the Road books
- Free Coast2Coast Discount Prescription Card
- Mail out newsletters
- Residents can register to vote at the Township
- Eblast – Weekly, Monthly, Public Service Announcements
- Bulletin Board – Internal & External
- Website
- RTA Senior & Disabled Permit Applications
- Free AARP Tax Preparation
- AARP Driver Safety Class
- Bingo – first and third Mondays of the month
- Chair Yoga
- Simple Strength Class
- Bridge
- Taking Pounds off Sensibly (TOPS)
- Personal Computer Classes
- Line Dancing
- Striders, Walkers and Talkers (SWAT)
- Toastmaster International Crystal Clear Club

**Assessor’s Office provides the following services:**

- Discover, list and value all real property in Algonquin Township (37,021 parcels)
- Provide equitable assessments so that each township property owner bears a fair share of the property tax burden
- Keep current records of each property (i.e., Sales records, property owner names and addresses, changes to property characteristics)
- Provide public service by teaching residents about real estate taxes, property assessments, and exemptions for which they are eligible
- Assisting residents in preparing tax exemption forms
- Helps with the appeals procedure so that property owners do not have to pay a tax consultant or attorney

**B. Other services/programs we could possibly provide:**

- Social Security Seminars, Medicare Seminars, Trust & Wills Seminars.
- Possible Satellite Office for the County.
- Scholarship Opportunities.
- Coordinating Bus Trips for our Residents Investment Seminars.
- Grandparents – Raising Grandchildren
- Healthy Lifestyle
- Pet Pantry

- Pop up Food Pantry
- Lending Library
  
- Drives:
  - o Coats
  - o Backpack
  - o Toys for Tots
  
- Community Events

V. Social Service Agreements

A. We partner with the following not for profits to offer social services (list all):

**Entity:**

**Services Provided:**

1. Salvation Army	Financial Assistance
2. LIHEAP	Financial Assistance with utilities
3. Crystal Lake Lions Club	Financial Assistance
4. Veteran's Assistance Council	Financial Assistance
5. St. Vincent DePaul Society	Financial Assistance
6. Fox River Grove Lions Club	Financial Assistance
7. AARP	Tax Prep & Driver Safety Courses
8. Coast to Coast	Prescription Cards

B. Our residents have benefitted from these agreements in the following ways:

- Financial assistance with hardships.
- Our seniors are being helped with free tax prep & help with property tax forms.
- In most cases garbage services prices have decreased due to the passing of the referendum.

C. We have considered possibly offering the following social services or the following additional potential partnerships:

VI. Awards and Recognitions

Our Township has received the following awards, distinctions, and recognitions: (List all).

- June of 2024 the Township was awarded a \$35,000.00 grant to help offset the cost of an updated fire alarm system.

VII. Intergovernmental Agreements

A. We partner with, or have Intergovernmental Agreements, with the following other Governments (List all):

- | Entity:                             | Services Offered:                           |
|-------------------------------------|---|
| 1. Algonquin Township Road District | Sharing expenses of the Township (attached) |

B. Our Township's efficiency has increased through intergovernmental cooperation in the following way (list cost savings, avoiding duplicated services, etc.):

VIII. Review of Laws, Township Policies, Township Rules and Procedures, Township Training Materials, and other Documents

We have reviewed the following, non-exhaustive list of laws, policies, training materials, and other documents applicable to the Township to evaluate our compliance and to determine if any of the foregoing should be amended.

State laws applicable to Townships, including, but not limited to the Township Code (60 ILCS)

Illinois Open Meetings Act (5 ILCS 120)

Policy on public comment (Attached)

Designation of OMA officer (5 ILCS 120/1.05(a))

All of Elected Officials have completed OMA Training (5 ILCS 120/1.05(b) (Attached)

Schedule of All Township Regular Meetings for Calendar or Fiscal Year (5 ILCS 120/2.03) (Attached)

Illinois Freedom of Information Act (5 ILCS 140)

- Designation of FOIA officer (5 ILCS 140/3.5(a))
- FOIA Officer Training (5 ILCS 140/3.5(b)) (Attached)
- Computation and Retention of FOIA Requests (5 ILCS 140/3.5(a))
- Posting Other Required FOIA Information (5 ILCS 140/4(a); 5 ILCS 140/4(b))
- List of Types or Categories of FOIA Records under Township's Control (5 ILCS 140/5)
- Periodic Meetings to Review Closed Meeting Minutes (5 ILCS 120/2.06(d))
- IMRF Total Compensation Postings (5 ILCS 120/7.3) (Attached)
- Designation of Whistleblower Auditing Official (50 ILCS 105/4.1)
- All of our Elected Officials have filed statement of economic interests (5 ILCS 420/4A-101; 5 ILCS 420/4A-101.5)
- Sexual harassment prevention training (775 ILCS 5/2-109(c))
- Our Intergovernmental Agreements (Attached)
- Our Social Service Agreements or Contracts
- Our budget and financial documents
- State Ethics Laws, including, but not limited to the State Officials and Employees Ethics Act (5 ILCS 430/1-1)
- Our budget, Levy and financial documents (Attached)
- Reports on government efficiency, including "Local Government Efficiency and Size in Illinois: Counting Tax Revenues, Not Governments" by Wendell Cox (2016); "Local Democracy and Townships in the Chicagoland Area," by Wendell Cox, (January 2012).
- Others (List Below or Attach):

**IX. What Have We Done Well?**

- Provide unified garbage service at low rates.
- Timely FOIA compliance and responsiveness to the public.

X. What Inefficiencies Did We Identify/What Are our Next Steps?

Proper use of Attorney's time.

Improve Transparency to the Public.

More Efficient Reporting.

Improve the Automation of the Billing System.

System Improvement Regarding Reporting – Accuracy

Building Staffing

Communications of Office Hours

Rotating of Staffing Schedules

Availability for the Assessor's Office to Monitor & Provide Access into the Building Space – Room Dividers to add for Additional Space & Programs

Board Communications

Board Members to Follow Ethics guidelines & TOI Statutes

Lawyer Niche in Township Law

Improve Transparency to the Public:

- Monthly Video/Audio
- Website User Friendly
- Communications

XI. What Can We Do Better or More Efficiently?

Lawyer Fees – Proper use of Attorney's time.

Improve Transparency to the Public.

More Efficient Reporting.

Better Automation of Billing.

Livestream Meetings.

XII. Studies on Governmental Efficiencies

In preparing this report, we reviewed several studies on local government efficiency. These studies show that:

- The average local government in Illinois serves 1800 residents compared to the national median of 2850 individuals
- Most townships in Illinois have no bonded indebtedness. Together with road districts they are an integral element of local democracy. Township expenditures have grown at a lower rate than those of any other level of government since 1992.

XIII. Our committee's recommendations regarding Increased Accountability and Efficiency:

Note: This Report must be filed with your County no later than 18 months after your first committee meeting.

Submitted by: \_\_\_\_\_  
Chairman, Decennial Efficiency Committee of Algonquin Township

Date: