

**MINUTES OF THE REGULAR MEETING OF THE FINANCE COMMITTEE OF THE VILLAGE OF METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:00 P.M. ON DECEMBER 19, 2023 AT THE HILTON GARDEN INN IN THE MAPLE ROOM**

**A. CALL TO ORDER**

Chairman Maier called the meeting to order at 6:00 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustee Smolic

Absent: Trustee Towne

Chairman Maier declared a quorum.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Trustees Armstrong and Clark; Sikich Representative, Laura Babula

**C. APPROVAL OF THE REGULAR MEETING MINUTES OF NOVEMBER**

Chairman Maier requested a motion to approve the November 21, 2023 meeting minutes. It was moved by Trustee Smolic and seconded by Chairman Maier that the minutes be approved and be placed on file. The motion was carried.

**D. REVIEW OF INVOICES PRESENTED FOR PAYMENT**

Village Clerk Gallo commented the Village of Lincolnshire was caught-up on their billing. Trustee Smolic asked what were the monthly charges for SSG Consulting website building. Village Clerk Gallo replied she was working on replacing the current website.

Village Clerk Gallo asked the Committee if it was acceptable for the Treasurer's Report (TR) to not reflect the monthly approved invoice amount. The accounting system Abila impacts the TR reporting expenses on page 3, Current Period Actuals. This column is driven by the invoice date. The year-to-date captures all approved amounts. Laura Babula replied invoices are posted after the Committee has reviewed the invoices and approved them. The Committee agreed the monthly amount is not as crucial as the year-to-date.

Chairman Maier stated the amount for bills to be paid is \$124,854.63

**E. REVIEW THE TREASURERS REPORT ENDING NOVEMBER 30, 2023**

Sikich representative, Laura Babula provided the summary for the November Treasurers Report. Ms. Babula reported the cash balances have increased slightly for the month. The revenue amounts are always captured in the current month. The village has received 91% of its budgeted revenue and a quarter is left in the year. Ms. Babula provided new charts without the loan fund. The expenditures are tracking well for the year.

Chairman Maier asked what created the large revenue sales amount this month. Village Clerk Gallo replied Costco had a larger revenue reporting period for September, which could reflect an increased purchase of back-to-school supplies.

**F. REVIEW AND RECOMMENDATION OF THE JAMES ANDERSON COMPANY AGREEMENT FOR 2024**

Chairman Maier indicated he did not receive a memo from the Village Attorney Rhodes regarding this agreement. Village Administrator Florip replied the Village Attorney did review and approve the presented agreement. Village Administrator Florip added the agreement terms are the same as the last two years. The change to this year's includes a fixed amount of \$17K with an hourly rate increase of 7%. Trustee Smolic stated on average they received \$263K from permits. With this year's agreement they will be capped at \$204K. Village Administrator Florip added the monthly amount will not be itemized. The Committee noted that the engineers will continue to provide 2-3 hours of building support to each resident on a per project basis. Any additional engineering hour(s) logged will be billed to the resident.

**G. RECOMMENDATION TO APPROVE AN ORDINANCE AUTHORIZING THE LEVY AND COLLECTION OF TAXES FOR THE CORPORATE AND MUNICIPAL PURPOSES OF THE VILLAGE OF METTAWA, LAKE COUNTY, ILLINOIS, FO THE TAX YEAR 2023**

Chairman Maier indicated this ordinance is the annual approval process for the collection of SSAs. Village Administrator Florip added SSA#9 was recently discussed with Deerpath Farm's HOA resident Dave Young. Deerpath Farms subdivision is planning for the cost of repaving Farewell Road. This SSA is currently collecting \$29K annually. The village is permitted to increase an SSA by 5%. However, a 5% increase would result in a \$1,500 monthly increase to each resident. The SSA will be increased in the next budget cycle to be reflected in the 2024 tax year increase. The village has requested that the Deerpath Farm HOA submit a letter to the Board requesting the SSA to be increased, as this will require the HOA to communicate this increase to the impacted property owners within the subdivision. The combined equalized assessed value, EAV, of the homes would allow an increase of .02%, or \$128K annually. This subdivision has 42 homes.

**H. RECOMMENDATION TO APPROVE AN ORDINANCE ABATING CERTAIN ADDITIONAL TAXES LEVIED BY THE VILLAGE OF METTAWA PURSUANT TO ORDINANCE NO 692 FOR THE YEARS 2023**

Chairman Maier stated the abatement ordinance has been in place since 2020.

**I. ANY OTHER ITEMS THAT MAY APPEAR TO THE COMMITTEE FOR CONSIDERATION, AND IF APPROVED, BE RECOMMENDED FOR APPROVAL TO THE BOARD OF TRUSTEES**

Chairman Maier added two tax rebate checks will be reissued due to the Payee name on the check. Village Clerk Gallo asked Ms. Babula for this year's tax rebate resident checks, the Abila payee IDs, as a few residents checks reflected deceased spouses or divorcees. A new check will also be issued for V3 Builders as the check was issued to V3 Contractors.

**J. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Smolic and seconded by Chairman Maier that the meeting be adjourned at 6:30 p.m.

Sandy Gallo, Village Clerk