

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 MARCH 21, 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 Trustees Armstrong and Towne

Absent: None

Chairman Maier declared a quorum.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Trustee Clark; Sikich Representative, Brian LeFevre; Mayor Urlacher

C. APPROVAL OF THE REGULAR MEETING MINUTES OF FEBRUARY

Chairman Maier requested a motion to approve the February 28, 2023 meeting minutes. It was moved by Trustee Towne and seconded by Trustee Armstrong that the minutes be approved and be placed on file. The motion was carried.

D. REVIEW OF INVOICES PRESENTED FOR PAYMENT

Chairman Maier indicated the James Anderson agreement will be discussed later in the agenda.

Village Clerk Gallo indicated LRS is behind on their monthly invoicing and the February charges were not included this month.

Chairman Maier stated the amount for bills to be paid is \$ 81,475.43.

E. REVIEW THE TREASURERS REPORT ENDING FEBRUARY 28, 2023

Sikich representative, Brian LeFevre provided the summary for the February Treasurer Report. On the Funds on Deposit page, the cash amount was \$13.8K in May of 2022. For the February reporting, the amount has increased to \$16.3K. The hotel tax revenue has increased \$135K from the same period last year. The revenue received is recovering from COVID period. The expenses are lower than expected. Chairman Maier indicated the Property Tax Sharing monthly amount of \$9K is not reflected in the report. Brian LeFevre will investigate the revenue sharing amount and the Police and Security expense not reflected.

F. DISCUSS THE JAMES ANDERSON COMPANY AGREEMENT FOR 2023

Chairman Maier asked if the village was going to obtain a Request for Qualifications for engineering services. Village Administrator Florip replied we are not ready for any transition as the scanning project has not been completed. The new agreement includes a 10%. Village Administrator Florip added their engineering services are lower than other engineering companies. Trustee Towne agreed James Anderson hourly rates are lower than other engineering firms. Village Administrator Florip added the permit fee schedule will be reviewed next year too to ensure newer permit request are captured. Trustee Clark asked if Mettawa's permit fees were compared to other local municipalities. Trustee Towne responded Mettawa did a comparison study six years ago and

Mettawa was lower. Chairman Maier added Cook County hourly rates for a license engineer are \$60-70 higher. Chairman Maier and Trustee Towne confirmed their hourly rates are reasonable.

G. DISCUSS THE AMENDING ORDINANCES FOR LEVY AND COLLECTION OF TAXES

Chairman Maier added the ordinance has an exhibit update. Village Clerk Gallo added the ordinance consists of three parts, the statements, the SSA location and an exhibit to their amount. Within the exhibit section, SSA#10 had been omitted. The amount was accounted and the map was provided. Trustee Towne asked if Woodland Falls SSA collected amount could be increased at this time. Village Clerk Gallo replied no amount change can occur at this time. All SSA amounts are set during the December ordinance. Trustee Towne asked Village Administrator to review the annexation agreement regarding the Village's option to request additional funding for the Woodland Falls SSA.

H. DISCUSS THE EXPENDITURE OF ALIGNMENT OF COMMITTEES

Village Clerk Gallo indicated the goal is to code expenses with the set budget by Committees. Once the budget is entered into Abila, Committee expense reports can follow.

I. DISCUSS THE VILLAGE BUDGET FOR FY2023-2024

Village Administrator Florip stated Parks and Recreation had no changes to their budget. In the Public Works, their capital budget increased by \$100K to allow Little Melody Lane three resident road area to be resurfaced. The culvert budget will also be increased to address a few areas in need of replacement. The MacLean Preserve at Oasis Park budgeted amount is an estimate as no direction has been provided on the possibility of the rewarded grant amount.

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

K. ADJOURNMENT

With no further business to conduct, it was moved by Trustee Armstrong and seconded by Trustee Towne that the meeting be adjourned at 6:33 p.m.

Sandy Gallo, Village Clerk