

**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 MAY 20, 2025 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 Smolic and Towne

Absent:

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 APRIL**

Chairman Maier requested a motion to approve the April 15, 2025 meeting minutes. It was moved by Trustee Towne and seconded by Trustee Smolic that the minutes be approved and be placed on file. The motion was carried.

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

Village Clerk Gallo stated an email was sent to the Finance Committee regarding the Lake County property tax bills being paid this month. The Village's properties received real estate tax bills for the 1<sup>st</sup> quarter. The Village Attorney has submitted the request in February for the exemption to Lake County Board; however, they do not review these requests until June after the due date. A refund will be issued after their review. Trustee Smolic asked if the hotel tax sharing amount was through August per the contract. Village Clerk Gallo confirmed yes.

Chairman Maier indicated the new month's bill amount to be approved is \$316,669.69.

**E. REVIEW THE TREASURERS REPORT ENDING APRIL 30, 2025**

Sikich Representative, Laura Babula stated the revenue on deposit reflects \$16.7 million ending April. Ms. Babula indicated this month is the last month for the fiscal year but the expenses have not all been recorded.

Trustee Smolic asked when will Grainger receive their first payment. Village Administrator Florip replied they will be paid quarterly and we will be issuing a payment next month.

**F. DISCUSS THE RESIDENT THAT ARE INELIGIBLE FOR THE TAX REBATE PROGRAM**

Village Clerk Gallo indicated we have one resident that is ineligible this year. Village Administrator Florip replied the Woodruff's recently had a public hearing for their tree house that was built in violation. As a result, the structure will need to be removed and their balance will need to be paid prior to qualifying for a rebate. Chairman Maier asked if he had to sign a on behalf of the

village to the Woodruff's. Village Administrator stated she would like to approach them once more before sending them a village letter.

**G. DISCUSS 2025 TAX REBATE PROGRAM AND SCHEDULE**

Village Clerk Gallo stated the resident tax rebate letters are being sent out by July 1<sup>st</sup>. The tax rebate application will be due October 3<sup>rd</sup>. The program will be 12 weeks long. This year the Village Treasurer will be updating the website biweekly to allow residents the opportunity to check on their application status and not have to email her. The Village Treasurer indicated residents should plan on submitting their application sooner due to the postal office experiencing long delays in processing mail. Trustee Towne asked if the application should still be notarized. Chairman Maier replied yes. Village Treasurer Weiland added the notary confirms the resident is signing the application too.

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

**I. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Smolic and seconded by Trustee Towne that the meeting be adjourned at 6:21 p.m.

Sandy Gallo, Village Clerk