

**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 NOVEMBER 18, 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 Armstrong and Smolic

Absent: None

Chairman Maier declared a quorum.

In Attendance: Village Clerk, Sandy Gallo; Village Administrator, Mandi Florip; Trustee Clark; Village Treasurer Amy Weiland-Bobrow; Sikich Representative Laura Babula

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

Chairman Maier requested a motion to approve the October 21 2025 meeting minutes. It was moved by Trustee Smolic 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 Lake Forest Tax Sharing is receiving \$67,000. Trustee Smolic asked how far is the scanning project from being completed. Village Administrator Florip indicated they are 2/3 through. Scanning will occur in a 2-year lag. Village Administrator Florip added the resident violation amount includes two residents amounts that are reimbursement.

Chairman Maier indicated this month's bill amount to be approved is \$276,445.39

**E. REVIEW THE TREASURERS REPORT ENDING OCTOBER 31, 2025**

Sikich representative, Laura Babula reported the October report. Ms. Babula stated the Funds on Deposit increased from \$18.5M to \$18.6M. Revenue is over budget by \$153,659.00. Expenditures are under budget by \$27K. Next month invoices will be dated according to the meeting date. This change will allow the Committee to view the true number of expenditures approved to match the expenditures listed in the Treasurers Report. Tax Sharing will no longer linger, as the amount has been paid out.

**F. FINALIZE 2025 TAX REBBATE PROGRAM**

Chairman Maier indicated the Village will be issuing 159 checks this month. The Chairman has relocated funds in to the Lake Forest Bank and Trust.

**G. REVIEW THE VILLAGE ENGINEER'S HISTORICAL PAYMENT STRUCTURE**

Village Administrator Florip provided the Committee a memo of the engineer cost for the last 3-years. This memo is available upon request from the Village Clerk Gallo. A letter from James Anderson Company was received indicating an estimation on how many hours they spend on a permit. Village Administrator Florip asked the Committee to provide their direction on how they would like to handle the renewal contact for the village engineer. We currently have a flat monthly fee and hourly

engineering service. Trustee Smolic stated this year the village shows a loss from receiving revenue compared to permit expenses. The Committee asked Village Administrator to offer \$16,000 for the renewal monthly retainer. Village Administrator Florip remarked her research of engineering costs incurred by other municipalities are higher than what the Village currently pays. The Committee is seeing the reduction of the revenue; therefore, they do not want to increase the current costs. Trustee Clark asked if the contract can be a 6-month renewal not a 12-month. Chairman Maier asked the Village Administrator to explore other engineering companies.

**H. REVIEW THE FY2025-2026 BUDGET VERSUS EXPENSES MID-YEAR**

Village Administrator Florip stated each of the Committees reviewed their six-month expenditures. The Committee is now viewing the whole budget at a six-month period. Chairman Maier stated the revenue continuous to trend upwardly.

**I. RECOMMENDATION TO APPROVE 2025-2026 INSURANCE POLICY WITH ICRMT (presented by MGA Insurers, Inc) IN THE AMOUNT NOT TO EXCEED \$17,301**

Chairman Maier stated last month the Committee received the policy for feedback. This month the Committee is approving the payment for next year's insurance.

**J. RECOMMENDATION TO APPROVE A RESOLUTION TO DETERMINE THE AMOUNT OF THE TAX LEVY FOR 2025 TAX YEAR**

Chairman Maier added this resolution has been approved for 28 years for the same amount.

**K. RECOMMENDATION TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH MANDI FLORIP FOR ADMINISTRATOR SERVICES**

Chairman Maier stated the village saves the cost of not having full-time employees or pension costs. As a result, approving this agreement benefits the village greatly.

**L. RECOMMENDATION TO APPROVE AN AMENDMENT TO THE AGREEMENT WITH SANDY GALLO LLC FOR ADMINISTRATIVE AND VILLAGE CLERK SERVICES**

Chairman Maier remarked he did a cost analysis on both roles and the village is saving costs by having these two roles as part-time.

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

Trustee Smolic stated a resident reward program is being explored. The village would vet three-contractors to complete the program. The HOA and commercial businesses will be handled differently. This program will continue to be discussed between the Village Administrator and Legal prior to being announced at the Board meeting. Village Administrator remarked the program will require an inspection prior to the resident being paid out. The payment matters will be further discussed on how they will be handled. The goal is to have this program ready for the 2026-2027 budget.

**L. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Smolic and seconded by Trustee Armstrong that the meeting be adjourned at 6:37 p.m. Sandy Gallo, Village Clerk