

**MINUTES OF THE FINANCE MEETING OF THE VILLAGE OF  
METTAWA, ILLINOIS, HELD AT THE HOUR OF 6:30 P.M. ON  
OCTOBER 17, 2017 IN THE MAPLE ROOM OF THE HILTON GARDEN  
HOTEL, 26225 N. RIVERWOODS BOULEVARD, METTAWA, ILLINOIS**

**A. CALL TO ORDER**

Trustee Maier called the meeting to order at 6:30 p.m.

**B. ROLL CALL**

Upon a call of the roll, the following were:

Present: Chairman Maier and Trustees Brennan and Towne

Absent: None

Chairman Maier declared a quorum present.

Also present: Village Administrator Bob Irvin; Financial Consultant Dorothy O'Mary;  
Village Treasurer Pam Fantus; and Village Clerk Sandy Gallo; Sikich  
Representative Martha Trotter

**C. APPROVAL OF THE MINUTES**

Chairman Maier requested a motion to approve the September 19, 2017 meeting minutes. It was moved by Trustee Towne and seconded by Trustee Brennan that the minutes be approved and be placed on file. The motion was carried.

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

Chairman Maier said the new approved invoice total amount is \$149,842.38.

Chairman Maier added one invoice for Howe Security in the amount of \$7,145.65. It results in the new amount of \$149,842.38.

**E. REVIEW OF THE TREASURER'S REPORT FOR SEPTEMBER 2017**

Member Brennan questioned why the General Fund expenses were over budget in the amount of \$105,037. Village Administrator Irvin said each month's budget is not equally spent, as the year progresses the capital projects, trail repairs and the road maintenance will be expensed against the budget.

Chairman Maier said the Oasis taxes are tracking higher than anticipated.

**F. PRESENTATION OF FY2016-2017 AUDIT**

Martha Trotter, a representative from Sikich, provided the Committee a brief highlight of the Village's Annual Financial Report results. Sikich issued two documents, the Annual Financial Report and the Auditor's Communication to the Village Board for the year ended April 30, 2017. Sikich will also be filing the State Comptroller Annual Financial Report upon receiving approval of the presented report.

**G. UPDATE ON THE ANNUAL TAX REBATE PROGRAM**

Village Treasurer Fantus said 136 tax rebates have been received to date. The Village Treasurer Fantus said after November 3<sup>rd</sup> the list will be issued to the Financial Consultant to issue checks.

**H. REVIEW OF BUILDING PERMIT REVENUES AND EXPENSES FIRST NINE MONTHS OF 2017**

Village Administrator Irvin said the revenue under the new permit system is creating a greater profit from last year. The result of the great revenue is due to the large Woodland Falls renovations under this system.

Village Administrator Irvin said the Village should evaluate how to handle the 2018 agreement due to the large construction around the Village having been completed. An option to consider is using a percentage by permits as oppose to a flat monthly amount.

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

**J. ADJOURNMENT**

With no further business to conduct, it was moved by Trustee Towne and seconded by Trustee Brennan that the meeting be adjourned at 7:28 p.m.

Sandy Gallo,  
Village Clerk