

RESOLUTION 02-28-22-3
A RESOLUTION APPROVING THE LIST OF MUNICIPAL OFFICIALS
AUTHORIZED TO VIEW CONFIDENTIAL INFORMATION PROVIDED TO THE
VILLAGE OF HAWTHORN WOODS BY
THE ILLINOIS DEPARTMENT OF REVENUE

WHEREAS, the Village of Hawthorn Woods and the Illinois Department of Revenue approved a Reciprocal Agreement on Exchange of Information ("the Agreement") on May 19, 2015; and

WHEREAS, the Agreement states that "the chief executive officer of the Municipality will provide the Department with a list of names and official titles of municipal personnel designated by him or her as persons exclusively authorized to request return information, view return information, or receive related information on his or her behalf." ; and

WHEREAS, the Illinois Department of Revenue requires that the list of names and official titles of municipal authorized personnel be recertified annually;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Village Board of Trustees of the Village of Hawthorn Woods, that the following municipal personnel are exclusively authorized to request return information, view return information or receive related information from the Illinois Department of Revenue Reciprocal Agreement on Exchange of Information:

Pamela Newton, Chief Operating Officer
Donna Lobaito, Chief Administrative Officer/Village Clerk
Katreina York, Chief Financial Officer/Human Resources Director

The foregoing Resolution was adopted by a roll call vote as follows:

AYES: Kaiser, Riess, Bayer, David, McCarthy, Reschke

NAYS: 0

ABSENT AND NOT VOTING: 0

APPROVED: 
Dominick DiMaggio, Mayor

ATTEST: 
Donna Lobaito, Village Clerk

ADOPTED: February 28, 2022

APPROVED: March 2, 2022



2 LAGOON DRIVE - HAWTHORN WOODS, ILLINOIS 60047 (847) 438-5500

February 28, 2022

Local Tax Allocation Division (3-500)
Illinois Department of Revenue
101 W Jefferson St
Springfield, IL 62702-5145

Email: rev.localtax@illinois.gov

To Local Tax Division:

The Village of Hawthorn Woods is requesting, pursuant to the Reciprocal Agreements on Exchange of Information, the remittance reports available to this municipality for businesses registered in our jurisdiction for the current calendar year.

The following list of employees or individuals are authorized to view and electronically request the confidential information through My Local Tax portal:

Pamela Newton, Chief Operating Officer
Donna Lobaito, Chief Administrative Officer/Village Clerk
Katreina York, Chief Financial Officer/Human Resources Director

Sincerely,

A handwritten signature in blue ink, appearing to read "Dominick DiMaggio".

Dominick DiMaggio
Mayor

ATTACHMENT B

Acknowledgment of Restrictions on Use and Disclosure of Confidential Financial Information

I, Katreina York, am currently employed as [a][an] Chief Financial Officer with [the [Town][City][Village][County] of Village of Hawthorn Woods (the ["Municipality"]["County"])[name of non-government entity]. I am authorized under the Reciprocal Agreement on Exchange of Information between [name of Municipality][name of County] and the Illinois Department of Revenue to request, view, or receive confidential financial information on behalf of the [Municipality][County]. I have received and reviewed the Reciprocal Agreement on the Exchange of Information and I understand its terms.

By my signature below I acknowledge that the unauthorized use or disclosure of confidential financial information obtained under the Reciprocal Agreement is prohibited by law. I further acknowledge that any person who divulges confidential financial information in any manner, except pursuant to a court order or as otherwise authorized by law, is guilty of a Class B misdemeanor and subject to a fine of up to \$7,500 per disclosure. I understand that disclosing confidential financial information to persons who are not explicitly authorized under the Reciprocal Agreement constitutes unauthorized use and disclosure.

Employer: (Please print) Village of Hawthorn Woods

Position/Title: (Please print) Chief Financial Officer



[Signature]

2/28/2022

[Date]