

Village of Hoffman Estates

FINANCE COMMITTEE MEETING MINUTES

November 23, 2015

I. Roll call

Members in Attendance:

**Gary Pilafas, Chairperson
Trustee Anna Newell, Vice Chairperson
Trustee Michael Gaeta
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gayle Vandenberg
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplun, Asst. Vlg. Mgr.-Dev. Services
Gary Salavitch, Director of Engineering
Jeff Jorian, Fire Chief
Ted Bos, Police Chief
Joseph Nebel, Dir. of Public Works
Rachel Musiala, Director of Finance
Bruce Anderson, CATV Coordinator
Fred Besenhoffer, Director of IS
Ashley Monroe, Asst. to Village Manager
Austin Pollack, Admin. Intern
Ben Gibbs, GM of Sears Arena
Patti Cross, Asst. Corporation Counsel**

The Finance Committee meeting was called to order at 7:00 p.m.

I. Roll Call

**II. Approval of Minutes – October 26, 2015
November 2, 2015 (Special Meeting)**

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve the minutes from October 26, 2015. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the minutes from November 2, 2015. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request authorization to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone services.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone services. Voice vote taken. All ayes. Motion carried.

- 2. Request authorization to go out to bid for a natural gas supplier, select a supplier based on the recommendation of Energy Choices and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena.**

Motion by Trustee Gaeta, seconded by Trustee Mills, to go out to bid for a natural gas supplier, select a supplier based on the recommendation of Energy Choices and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena. Voice vote taken. All ayes. Motion carried.

- 3. Request authorization to waive formal bidding and award contract to upgrade the Police Department's security system's management software and core hardware infrastructure (Server, Switches and Storage) to Current Technologies in an amount not to exceed \$34,440.12.**

Trustee Stanton asked if the Village would be utilizing the old technology or replacing all of it. Mr. Besenhofer indicated the current proposal is to simply upgrade the system and get it back to working condition as the system is failing on a daily basis. The cameras will stay in place. Mr. Besenhofer indicated Mr. Paul Petrenko, Director of Facilities, is working on an RFP to include further upgrades to the entire Village.

Trustee Pilafas inquired if the security software would tie into the rest of the Village's systems. Mr. Besenhofer indicated it would.

Motion by Trustee Gaeta, seconded by Trustee Mills, to waive formal bidding and award contract to upgrade the Police Department's security system's management software and core hardware infrastructure (Server, Switches and Storage) to Current Technologies in an amount not to exceed \$34,440.12.. Voice vote taken. All ayes. Motion carried.

- 4. Request authorization to award a contract for the 2016 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, IN in an amount not to exceed \$35,000.**

Trustee Stanton inquired about the extra \$20,000 and where it would come from. Mr. O'Malley indicated this would be covered by partner communities, the same amount they paid last year.

Trustee Gaeta expressed concern about the show's length. Mr. O'Malley indicated the proposal from last year stated the show would be 26 minutes. It will be the same for 2016.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to award a contract for the 2016 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, IN in an amount not to exceed \$35,000. Voice vote taken. All ayes. Motion carried.

- 5. Request acceptance of the Finance Department Monthly Report.**

The Finance Department Monthly Report was presented to Committee.

Trustee Stanton asked if there was a concern about the hotel tax being low the last quarter. Mrs. Musiala indicated this was a timing issue and said there is nothing to be concerned about. The department will report the tax monthly going forward.

Motion by Trustee Gaeta, seconded by Trustee Mills, accept the Finance Department Monthly Report. Voice vote taken. All ayes. Motion carried.

6. Request acceptance of the Information System Department Monthly Report.

The Information System Department Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Newell, to accept the Information System Department Monthly Report. Voice vote taken. All ayes. Motion carried.

7. Request acceptance of the Sears Centre Monthly Report.

The Sears Centre Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Sears Centre Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

On November 12th Mayor McLeod attended the WINGS Annual Meeting Luncheon and the Hanover Township education reception. On November 18 he attended the D.A.R.E. graduation at Lincoln Elementary, the Business after Hours Shop with a Cop event at the Chicago Marriott and the Alzheimer's Association fundraiser at the Saddle Room. On November 20th he attended the Harvest Luncheon at Stonegate and participated with other elected officials at the Haverford Open House on November 21st with Hanover Township. The Friendship Tree Lighting Ceremony, also on the 21st, was well attended. Mayor McLeod recently attended the Chamber Board meeting and helped celebrate Trustee Vandenbergh's upcoming birthday.

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Mills, to adjourn the meeting at 7:08 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations
& Outreach / Office of the Mayor and Board

Date