

Village of Hoffman Estates

FINANCE COMMITTEE MEETING MINUTES

April 24, 2017

I. Roll call

Members in Attendance:

**Trustee Gary Pilafas, Chairman (via
Electronic attendance)
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
Arthur Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplun, Asst. Village Mgr., Dev. Services
Ted Bos, Police Chief
Jeff Jorian, Fire Chief
Joe Nebel, Director of Public Works
Al Wenderski, Director of Engineering
Kevin Kramer, EDA Coordinator
Rachel Musiala, Director of Finance
Fred Besenhoffer, Director of IS
Monica Saavedra, Director of HHS
Ben Gibbs, GM Sears Centre Arena
Patti Cross, Asst. Corporation Counsel
Suzanne Ostrovsky, Asst. to Village Manager
Jordan Lester, Administrative Intern
Bruce Anderson, CATV Coordinator**

The Finance Committee meeting was called to order at 7:12 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the minutes of the Finance Committee meeting of March 27, 2017. Roll call vote taken. All ayes (Abstain: Vandenberg). Motion carried.

NEW BUSINESS

- 1. Request approval to go out to bid for electricity, select a supplier based on the recommendation of Satori Energy and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena.**

An item summary sheet from Rachel Musiala and Mark Koplin was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to go out to bid for electricity, select a supplier based on the recommendation of Satori Energy and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena. Roll call vote taken. All ayes. Motion carried.

- 2. Request authorization to waive bid and award a contract to CDW-Government (desktop computer Statewide Master Contract #CMW701124B) for the purchase of 60 desktop computers in an amount not to exceed \$41,378.40.**

An item summary sheet from Darek Raszka and Fred Besenhoffer was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to waive bid and award contract to CDW-Government (desktop computer Statewide Master Contract #CMW701124B) for the purchase of 60 desktop computers in an amount not to exceed \$41,378.40. Roll call vote taken. All ayes. Motion carried.

- 3. Request authorization to award the beverage contract for the 2017 Northwest Fourth-Fest to Lakeshore Beverage, Arlington Heights, IL.**

An item summary sheet from Jackie Green and Steve Hehn was presented to Committee.

Trustee Stanton inquired, and Steve Hehn responded that only 1 bid was received, although letters were sent to 3 vendors.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to award beverage contract for the 2017 Northwest Fourth-Fest to Lakeshore Beverage, Arlington Heights, IL. Roll call vote taken. All ayes. Motion carried.

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

The Finance Department Monthly Report was presented to committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Finance Department Monthly Report. Roll call vote taken. All ayes. Motion carried.

- 5. 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 Mills, to accept the Information System Department Monthly Report. Roll call vote taken. All ayes. Motion carried.

- 6. Request acceptance of the Sears Centre Monthly Report.**

The Sears Centre Monthly Report was presented to committee.

Ben Gibbs provided an update regarding activity at the Sears Centre and upcoming events and that it has been a very busy 1st quarter.

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

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:23 p.m. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date