

**Village of Hoffman Estates**

**FINANCE COMMITTEE MEETING MINUTES**

**June 17, 2024**

**I. Roll Call**

**Members in Attendance:**

**Gary Pilafas, Chair  
Anna Newell, Vice Chairperson  
Karen Mills, Trustee  
Gary Stanton, Trustee  
Karen Arnet, Trustee  
Pat Kinnane, Trustee  
William McLeod, Mayor**

**Management Team Members  
in Attendance:**

**Jon Pape, Assistant Village Manager  
Arthur Janura, Corporation Counsel  
Kasia Cawley, Police Chief  
Joe Nebel, Director of Public Works  
Peter Gugliotta, Director of Dev. Services  
Rachel Musiala, Finance Director  
Monica Saavedra, Director of HHS  
Bev Romanoff, Village Clerk  
Alan Wax, Fire Chief  
Patrick Seger, Director of HRM  
Freddy Segura, GIS Manager  
Ric Signorella, Multimedia Manager  
Patty Richter, Acting Village Clerk**

The Finance Committee meeting was called to order at 7:07 p.m.

**II. Approval of Minutes**

Motion by Trustee Kinnane, seconded by Trustee Arnet, to approve the Finance Committee meeting minutes of May 28, 2024. Voice vote taken. All ayes. (Abstain: Mills). Motion carried.

**III. Public Comment**

**NEW BUSINESS**

- 1. Request approval to award a contract to Baxter & Woodman, Inc. to perform a comprehensive Water and Sewer Rate Study in an amount not to exceed \$47,010 and a comprehensive Stormwater Utility Fee Study in an amount not to exceed \$9,700.**

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

Rachel Musiala addressed the Committee and reported that water and sewer rate studies are conducted every five years to ensure that rates charged are adequate to maintain the operating and infrastructure replacement costs of a utility.

Motion by Mayor McLeod,, seconded by Trustee Stanton, to award a contract to Baxter & Woodman Inc. to perform a comprehensive Water and Sewer Rate Study in an amount not to exceed \$47,010 and a comprehensive Stormwater Utility Fee Study in an amount not to exceed \$9,700. Voice vote taken. All ayes. Motion carried.

### **REPORTS (INFORMATION ONLY)**

**1. Finance Department Monthly Report.**

The Finance Department Monthly Report was received and filed.

**2. Information System Department Monthly Report.**

The Information System Department Monthly Report was received and filed.

**3. NOW Arena Monthly Report.**

The NOW Arena Monthly Report was received and filed.

**IV. President's Report**

**V. Other**

**VI. Items in Review**

**VII. Adjournment**

Motion by Trustee Arnet, seconded by Trustee Stanton, to adjourn the meeting at 7:10 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date