

Village of Hoffman Estates

**FINANCE
COMMITTEE MEETING MINUTES**

December 5, 2011

I. Roll Call

Members in Attendance:

**Anna Newell, Vice Chairperson
Trustee Karen Mills**

**Other Corporate Authorities
in Attendance:**

**Trustee Ray Kincaid
Trustee Jacquelyn Green
Trustee Gary Stanton
Village President William McLeod**

**Corporate Authorities not
In Attendance:**

Gary Pilafas, Chairperson

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplin, Asst. Vlg. Mgr., Dev. Services
Gary Salavitch, Director of Engineering
Patrick Seger, Human Resource Mgmt. Dir.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Monica Saavedra-Kulousek, Asst. Dir. of H&HS
Joe Nebel, Director of Public Works
Michael DuCharme, Finance Director
Rachel Musiala, Asst. Finance Director
Gordon Eaken, Dir. of IS
Doug Schultz, Community Relations Coord.
Bruce Anderson, Cable TV Coordinator
Bev Romanoff, Village Clerk
Ben Gibbs, GM of the Sears Centre Arena
Nichole Collins, Emergency Mgmt. Coord.**

The Finance Committee meeting was called to order at 7:05 p.m.

II. Approval of Minutes

Motion by Trustee Green, seconded by Trustee Mills, to approve the Finance Committee meeting minutes of October 24, 2011. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Stanton, seconded by Mayor McLeod, to approve the Special Finance Committee meeting minutes of November 14, 2011. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval of the 2012-2016 Capital Improvements Program as recommended by the Capital Improvements Board.**

An item summary sheet from Michael DuCharme was presented to the Committee.

Motion by Mayor McLeod, seconded by Trustee Kincaid, to approve the 2012-2016 Capital Improvements Program as recommended by the Capital Improvements Board. Voice vote taken. All ayes. Motion carried.

- 2. Request approval of an ordinance adopting the budget for all corporate purposes of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, in lieu of the appropriation ordinance, for the fiscal year commencing on the first day of January 2012, and ending on the thirty-first day of December 2012.**

An item summary sheet from Michael DuCharme was presented to the Committee.

Motion by Mayor McLeod, seconded by Trustee Stanton, to approve an ordinance adopting the budget for all corporate purposes of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, in lieu of the appropriation ordinance, for the fiscal year commencing on the first day of January 2012, and ending on the thirty-first day of December 2012. Voice vote taken. All ayes. Motion carried.

- 3. Request authorization to establish Police hire back rates for the period January 1 through December 31, 2012.**

An item summary sheet from Michael DuCharme was presented to the Committee.

Motion by Trustee Mills, seconded by Trustee Kincaid, to establish Police hire back rates for the period January 1 through December 31, 2012. Voice vote taken. All ayes. Motion carried.

- 4. Request authorization to declare \$5,357,786.84 as surplus funds within the EDA Special Tax Allocation Fund, and direct the Treasurer to remit said funds to the appropriate taxing districts.**

An item summary sheet from Michael DuCharme was presented to the Committee.

The Committee, Jim Norris and Mr. Cary Collins of 1710 White Oak Lane in Hoffman Estates discussed the reason for the surplus and how the funds were distributed.

Motion by Mayor McLeod, seconded by Trustee Stanton, to declare \$5,357,786.84 as surplus funds within the EDA Special Tax Allocation Fund, and direct the Treasurer to remit said funds to the appropriate taxing districts. Voice vote taken. All ayes. Motion carried.

5. Request authorization to award three year contract to JP Morgan Chase for banking services.

An item summary sheet from Michael DuCharme was presented to the Committee.

Motion by Trustee Stanton, seconded by Mayor McLeod, to award three year contract to JP Morgan Chase for banking services. Voice vote taken. Trustee Kincaid voted nay. Motion carried.

6. Request acceptance of Finance Department Monthly Report.

The Finance Department Monthly Reports were presented to Committee.

Motion by Trustee Stanton, seconded by Mayor McLeod, to accept the Finance Department Monthly Report. Voice vote taken. All ayes. Motion carried.

7. Request acceptance of Information Systems Department Monthly Report.

The Information Systems Department Monthly Report was presented to Committee.

Motion by Trustee Green, seconded by Trustee Mills, to accept the Information Systems Department Monthly Report. Voice vote taken. All ayes. Motion carried.

8. Request acceptance of Sears Centre Arena Monthly Report.

The Sears Centre Arena Monthly Report was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Kincaid, to accept the Sears Centre Arena Monthly Report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Motion by Mayor McLeod, seconded by Trustee Mills, to adjourn the meeting at 7:20 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Director of Operations & Outreach
Office of the Mayor & the Board

Date