

Village of Hoffman Estates

**FINANCE
COMMITTEE MEETING MINUTES**

June 25, 2012

I. Roll Call

Members in Attendance:

**Gary Pilafas, Chairperson
Anna Newell, Vice Chairperson
Trustee Jacquelyn Green**

**Other Corporate Authorities
in Attendance:**

**Trustee Karen Mills
Trustee Raymond Kincaid
Trustee Gary Stanton
Village President William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Gary Salavitch, Director of Engineering
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Algean Garner, Director of H&HS
Joe Nebel, Director of Public Works
Michael DuCharme, Finance Director
Rachel Musiala, Assistant Finance Director
Bruce Anderson, Cable TV Coordinator
Gordon Eaken, Director of IS
Ben Gibbs, GM of Sears Centre Arena
Nichole Collins, Emergency Mgmt. Coord.
Patricia Cross, Assistant Corporation Counsel
Tia Messino, Administrative Intern**

The Finance Committee meeting was called to order at 7:01 p.m.

II. Approval of Minutes

Motion by Trustee Mills, seconded by Trustee Green, to approve the Finance Committee meeting minutes of June 4, 2012. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval of an Intergovernmental Agreement between the Village of Hoffman Estates and the Illinois Office of the Comptroller for its collection of**

outstanding debt such as parking tickets, fines and fees owed to the Village of Hoffman Estates.

An item summary sheet from Jim Norris, Michael DuCharme, Rachel Musiala, Art Janura and Patricia Cross was presented to the Committee.

Trustee Kincaid and Mr. Norris discussed the background of the request as well as concerns about the policy and process. Trustee Kincaid and Mr. Norris also discussed the adjudication process and how that relates to this intergovernmental agreement.

Ms. Cross provided additional information about how the collection process worked.

Trustee Mills and Mr. Norris confirmed that this was the same program that other municipalities are using to collect past-due tickets, fines and fees.

Trustee Pilafas thanked staff for holding individuals accountable for their responsibilities.

Mayor McLeod expressed his favorable opinion about the collection program.

Motion by Trustee Mills, seconded by Trustee Stanton, to approve an Intergovernmental Agreement between the Village of Hoffman Estates and the Illinois Office of the Comptroller for its collection of outstanding debt such as parking tickets, fines and fees owed to the Village of Hoffman Estates. Voice vote taken. Trustee Kincaid voted nay. Motion carried.

2. Request approval of an addendum providing a two year extension of the existing Sears Centre Arena ticketing agreement with New Era Tickets.

An item summary sheet from Mark Koplín presented to the Committee.

Ben Gibbs provided background on the history of using New Era Tickets as a vendor for the Arena as well as the marketing budget New Era provided to promote shows and events at the Arena.

Trustee Mills and Mr. Gibbs discussed how the new contract would benefit future ticket purchasers.

Trustee Kincaid and Mr. Gibbs discussed that not having a Ticket Master affiliation did not negatively impact the Arena.

Trustee Stanton and Mr. Gibbs discussed the pricing strategy for New Era Tickets.

Motion by Trustee Green, seconded by Mayor McLeod, to approve an addendum providing a two year extension of the existing Sears Centre Arena ticketing agreement with New Era Tickets. Voice vote taken. All ayes. Motion carried.

3. Request approval to amend the 2012-2016 Capital Improvements Program for EDA Bond Fund Projects, as approved by the Capital Improvements Board.

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

Trustee Kincaid, Mr. Norris and Mr. Koplín discussed that bond funds could not be used for the Sears Centre Arena.

Trustee Kincaid, Mr. Norris and Mr. Koplín also discussed that Old Sutton changes were included in the Capital Improvements Program.

Motion by Trustee Mills, seconded by Trustee Green, to amend the 2012-2016 Capital Improvements Program for EDA Bond Fund Projects, as approved by the Capital Improvements Board. Voice vote taken. All ayes. Motion carried.

4. Request authorization to declare \$244,992.43 as surplus funds in the Barrington Higgins TIF Tax Allocation Fund, and direct the Treasurer to remit said funds to the Cook County Treasurer for distribution.

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

Mr. DuCharme provided background information on the request.

Motion by Trustee Stanton, seconded by Trustee Newell, to declare \$244,992.43 as surplus funds in the Barrington Higgins TIF Tax Allocation Fund, and direct the Treasurer to remit said funds to the Cook County Treasurer for distribution. Voice vote taken. All ayes. Motion carried.

5. Request acceptance of Finance Department Monthly Report.

The Finance Department Monthly Report was presented to the Committee.

Trustee Kincaid, Mr. Norris and Mr. DuCharme discussed the collection of fines and how it was reflected in the report.

Trustee Stanton and Mr. DuCharme discussed the difference in operational funds actual and budget amounts.

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

6. Request acceptance of Information Systems Department Monthly Report.

The Information Systems Department Monthly Report was presented to the Committee.

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

7. Request acceptance of Sears Centre Arena Monthly Report.

The Sears Centre Arena Monthly Report was presented to the Committee.

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

III. President's Report

Mayor McLeod shared recent activities and events, including a Mayor for the Day, continuing work on Northwest Fourth-Fest, a Barrington Interchange Meeting on June 27, the Northwest Municipal Conference Banquet, the HACEMOS fundraiser, the Music Man Play, the Pink Tea Celebration, the Wheeling Korean Cultural Center, Whispering Trails Block Party, Sunderlage Open House and the Chamber Board Meeting.

IV. Other

Trustee Pilafas suggested promoting the Northwest Fourth-Fest at the Summer Concert Series. Trustee Green Shared the dates and times for the Fourth of July Craft Fair.

V. Items in Review

VI. Adjournment

Motion by Trustee Mills, seconded by Mayor McLeod, to adjourn the meeting at 7:38 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Emily Kerous, Dir. of Ops/Outreach -
Office of the Mayor & Board

Date