

**Village of Hoffman Estates**

**FINANCE COMMITTEE MEETING MINUTES**

**January 27, 2014**

**I. Roll Call**

**Members in Attendance:**

**Gary Pilafas, Chairperson  
Anna Newell, Vice Chairperson  
Trustee Karen Mills  
Trustee Gary Stanton  
Trustee Gayle Vandenberg  
Village President William D. McLeod**

**Members not in Attendance:**

**Trustee Michael Gaeta**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Art Janura, Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Gary Salavitch, Director of Engineering  
Patrick Seger, Director of Human Resources  
Jeff Jorian, Fire Chief  
Ted Bos, Assistant Police Chief  
Algean Garner, Director of H&HS  
Joe Nebel, Director of Public Works  
Rachel Musiala, Finance Director  
Bev Romanoff, Village Clerk  
Patricia Cross, Asst. Corp. Counsel  
Ben Gibbs, GM of the Sears Centre Arena  
Bruce Anderson, Cable TV Coordinator**

The Finance Committee meeting was called to order at 7:16 p.m.

**II. Approval of Minutes**

Motion by Trustee Stanton, seconded by Trustee Mills, to approve the special Finance Committee meeting minutes of November 15, 2013. Voice vote taken. All ayes. Motion carried.

Motion by Mayor McLeod, seconded by Trustee Stanton, to approve the Finance Committee meeting minutes of December 9, 2013. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS****1. Review of quarterly updates for 2013 Capital Improvements Program- 4th quarter.**

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

**2. Request approval of a one year extension to the agreement with Jani-King of Rolling Meadows, Illinois for weekly and event cleaning at the Sears Centre.**

An item summary sheet from Mark Koplín and Ben Gibbs was presented to the Committee.

Mr. Gibbs provided background information on the extension request.

Motion by Mayor McLeod, seconded by Trustee Vandenberg, to approve of a one year extension to the agreement with Jani-King of Rolling Meadows, Illinois for weekly and event cleaning at the Sears Centre. Voice vote taken. All ayes. Motion carried.

**3. Request approval to repeal Section 8-10-1 (Vehicle Licenses) for vehicles greater than 8,000 lbs.**

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

Trustee Stanton and Mr. Norris discussed that the number of large vehicle license requests had declined significantly and that there wasn't enough need for the licenses compared to the staff time needed to manage the licenses.

Motion by Trustee Mills, seconded by Mayor McLeod, to repeal Section 8-10-1 (Vehicle Licenses) for vehicles greater than 8,000 lbs. Voice vote taken. All ayes. Motion carried.

**4. Request authorization to waive all inspection fees and select license fees for the 2014 Northwest Fourth Fest.**

An item summary sheet from Jackie Green was presented to the Committee.

Motion by Trustee Mills, seconded by Trustee Newell, to waive all inspection fees and select license fees for the 2014 Northwest Fourth Fest. Voice vote taken. All ayes. Motion carried.

**5. Request approval of a Business Solicitation Plan from the Fourth of July Commission for the 2014 Northwest Fourth Fest.**

An item summary sheet from Jackie Green was presented to the Committee.

Motion by Trustee Mills, seconded by Trustee Newell, to approve of a Business Solicitation Plan from the Fourth of July Commission for the 2014 Northwest Fourth Fest. Voice vote taken. All ayes. Motion carried.

**6. Request authorization to award a contract for stage, sound, lights and back line equipment for the 2014 Northwest Fourth Fest to SCS Productions, Inc., Roselle, Illinois in an amount not to exceed \$27,245.**

An item summary sheet from Ben Gibbs was presented to the Committee.

Motion by Trustee Stanton, seconded by Trustee Mills, to award a contract for stage, sound, lights and back line equipment for the 2014 Northwest Fourth Fest to SCS Productions, Inc., Roselle, Illinois in an amount not to exceed \$27,245. Voice vote taken. All ayes. Motion carried.

**7. Request authorization to award a contract for the 2014 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, Indiana in an amount not to exceed \$35,000.**

An item summary sheet from Jackie Green was presented to the Committee.

Trustee Stanton noted that the fireworks display would be four minutes less.

Motion by Trustee Stanton, seconded by Trustee Mills, to award a contract for the 2014 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, Indiana in an amount not to exceed \$35,000. Voice vote taken. All ayes. Motion carried.

**8. Request acceptance of the Finance Department Monthly Reports for November and December.**

The Finance Department Monthly Report was presented to Committee.

Motion by Mayor McLeod, seconded by Trustee Stanton, to accept the Finance Department Monthly Reports for November and December. Voice vote taken. All ayes. Motion carried.

**9. Request acceptance of the Information Systems Department Monthly Reports for November and December.**

The Information Systems Department Monthly Report was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Stanton, to accept the Information Systems Department Monthly Reports for November and December. Voice vote taken. All ayes. Motion carried.

**10. Request acceptance of the Sears Centre Arena Monthly Reports for December and January.**

The Sears Centre Arena Monthly Report was presented to Committee.

Motion by Trustee Stanton, seconded by Mayor McLeod, to accept the Sears Centre Arena Monthly Reports for December and January. Voice vote taken. All ayes. Motion carried.

- III. President's Report**
- IV. Other**
- V. Items in Review**
- VI. Adjournment**

Motion by Trustee Mills, seconded by Trustee Newell, to adjourn the meeting at 7:26 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

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Date