

**AGENDA  
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE  
VILLAGE OF HOFFMAN ESTATES  
March 19, 2018**

*Immediately Following Planning, Building & Zoning Committee*

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**Members: Karen Arnet, Chairman  
Karen Mills, Vice-Chairman  
Gary Stanton, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Michael Gaeta, Trustee  
Mayor William McLeod**

- I. Roll Call**
- II. Approval of Minutes – February 12, 2018**

**NEW BUSINESS**

- 1. Discussion regarding the Legislative Update.
- 2. Request acceptance of Cable TV Monthly Report.
- 3. Request acceptance of Human Resources Management Monthly Report.
- 4. Request acceptance of Legislative Operations & Outreach Monthly Report.

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

*The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.*

**GENERAL ADMINISTRATION & PERSONNEL  
COMMITTEE MEETING MINUTES**

February 12, 2018

**I. Roll Call**

**Members in Attendance:**

**Karen Arnet, Chairperson  
Karen Mills, Vice Chairman  
Gary Stanton, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Michael Gaeta, Trustee  
Mayor William D. McLeod**

**Management Team Members  
in Attendance:**

**Jim Norris, Village Manager  
Patti Cross, Asst. Corporation Counsel  
Dan O'Malley, Deputy Village Manager  
Mark Koplin, Asst. Vlg. Mgr. – Dev. Services  
Peter Gugliotta, Director of Planning  
Kevin Kramer, Econ. Dev. Coordinator  
Mike Hankey, Director of Transportation  
Patrick Fortunato, Acting Fire Chief  
Patrick Seger, Director of HRM  
Bruce Anderson, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:12 p.m.

**II. Approval of Minutes**

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the General Administration & Personnel Committee meeting minutes of January 8, 2018. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

1. a) Request approval of a resolution supporting the Northwest Municipal Conference 2018 Legislative Program and the 2018 Illinois Municipal League State/Federal Legislative Agendas; and
- b) Discussion regarding the Legislative Update.

An item summary sheet from Jim Norris was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve a resolution supporting the Northwest Municipal Conference 2018 Legislative Program and the 2018 Illinois Municipal League State/Federal Legislative Agendas. Voice vote taken. All ayes. Motion carried.

Jim Norris addressed the Committee regarding updates on pending legislation. Trustee Stanton inquired about HB 3026. Jim Norris will report back to him.

**2. Request acceptance of the Cable TV Monthly Report.**

The Cable TV Monthly Report was presented to Committee.

Motion by Trustee Stanton, seconded by Trustee Gaeta, to accept the Cable TV Monthly Report. Voice vote taken. All ayes. Motion carried.

**3. Request acceptance of Human Resources Management Monthly Report.**

The Human Resources Management Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Human Resources Management Monthly Report. Voice vote taken. All ayes. Motion carried.

**4. Request acceptance of Legislative Operations and Outreach Monthly Report.**

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the Legislative Operations and Outreach Monthly Report. Voice 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 Mills, to adjourn the meeting at 7:20 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

# COMMITTEE AGENDA ITEM

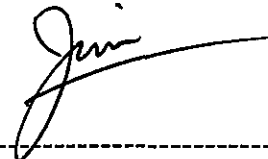
## VILLAGE OF HOFFMAN ESTATES

**SUBJECT:** Discussion regarding the Legislative Update

**MEETING DATE:** March 19, 2018

**COMMITTEE:** General Administration & Personnel Committee

**FROM:** James H. Norris, Village Manager



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**PURPOSE:** Discussion of the Legislative Update.

**DISCUSSION:** PROPOSED LEGISLATION

**HB 4856: PUBLIC SAFETY EMPLOYEE BENEFITS ACT**

*Sponsor:* Rep. Willis

*Status:* Referred to Rules Committee

Amends the Public Safety Employee Benefits Act. Includes a paramedic employed by a unit of local government and an emergency medical technician employed by a unit of local government in the definition of "firefighter". Effective immediately.

**IML OPPOSES LEGISLATION.**

**HB 5232: PUBLIC EMPLOYEE DISABILITY ACT**

*Sponsor:* Rep. Stewart

*Status:* Referred to Rules Committee

Amends the Public Employee Disability Act. Provides that "eligible employee" under the Act includes part-time law enforcements officers and part-time firefighters (currently only full-time law enforcement officers and full-time firefighters included).

**IML OPPOSES LEGISLATION**

**HB 5727: MUNICIPAL CODE-ANNEX BACKDOOR REFERENDUM**

***Sponsor:*** Rep. Walsh, Jr.

***Status:*** Assigned to Cities & Villages Committee

Amends the Illinois Municipal Code. Provides that in a municipality with a population under 1,000,000 that has approved an ordinance, resolution, or vote authorizing the annexation of contiguous territory, the annexation is subject to a backdoor referendum upon the filing of a petition for a referendum containing a total number of signatures equal in number to at least 10% of the entire vote cast for all candidates for mayor or president of the annexing municipality at the last preceding general municipal election. Provides petition and referendum requirements. If the voters do not approve the annexation of the territory, provides that the municipality may not attempt to annex the territory for a period of no less than 2 years from the date it approved the ordinance, resolution, or vote authorizing the annexation of the territory. Effective immediately.

**IML OPPOSES LEGISLATION.**

**UPDATES TO PRIOR PENDING LEGISLATION**

**HB 1451: SMALL WIRELESS FACILITIES**

***Sponsor:*** Rep. Link

***Status:*** Passed Both Houses – Sent to Governor

Creates the Small Wireless Facilities Deployment Act. Provides for legislative intent for the Act and definitions. Provides that an authority (a unit of local government with control over rights-of-way) may not prohibit, regulate, or charge for the collocation of small wireless facilities. Provides that an authority may not require applications for routine maintenance or replacement of wireless facilities with wireless facilities that are substantially similar, of the same size, or smaller. Prohibits authorities from regulating the design, engineering, construction, installation, or operation of any small wireless facility in specified circumstances. Mayor McLeod sent opposition letters to the legislative delegation.

**SENT TO GOVERNOR.**

**HB 3026: MUNI-HOME RULE TAX LIMITATION**

***Sponsor:*** Rep. John M. Cabello

***Status:*** Referred to Rules Committee

Amends the Illinois Municipal Code. Provides that, on and after the effective date of this amendatory Act, a home rule unit may not impose any tax increase or levy any new or additional tax without prior referendum approval. Limits home rule powers.

**IML OPPOSES LEGISLATION**

**HB 4220: ENTERPRISE ZONE - APPLICATIONS**

***Sponsor:*** Rep. Avery Bourne & Co-Sponsor Rep. Swanson

***Status:*** Referred to Sales and Other Taxes Subcommittee

Amends the Illinois Enterprise Zone Act. Provides that, in calendar year 2018, the Department of Commerce and Economic Opportunity may certify an additional 25 Enterprise Zones. Provides that, for Enterprise Zones scheduled to expire after January 1, 2023, the application process shall begin 5 years prior to the year in which the Zone expires. Provides that the Department of Commerce and Economic Opportunity may award partial points during the application process if the applicant demonstrates job creation and investment levels below the threshold set forth in the statute. Provides that the Department of Commerce and Economic Opportunity may adjust the scoring for applicants that are located entirely within a county with a population of less than 300,000 if the Department finds that the designation will help to alleviate the effects of poverty and unemployment within the proposed Enterprise Zone. Provides for provisional certification of substantially complete Enterprise Zone applications. Effective immediately.

**IML DOES NOT YET HAVE A POSITION AS THE MATTER IS UNDER REVIEW.**

**SB 2249: TAX COMPLIANCE FUND - TRANSFER**

***Sponsor:*** Sen. Michael Hastings

***Status:*** Assigned to Revenue Committee

Amends the State Finance Act, Counties Code, Illinois Municipal Code, Metro-East Park and Recreation District Act, Local Mass Transit District Act, Regional Transportation Authority Act, and Water Commission Act of 1985. Provides that the amounts transferred into the Tax Compliance and Administration Fund shall be reduced from 2% to 1%.

**IML SUPPORTS THIS LEGISLATION**

**SB 1791: PROPERTY TAX VALUATION**

***Sponsor: Sen. Steve Stadelman***

***Status: Re-assigned to Revenue Committee***

Amends the Property Tax Code. Provides that in all cases where a change in assessed valuation greater than \$300,000 is sought, the Property Tax Appeal Board shall make an independent determination of valuation. Provides criteria for determining which comparable properties are to be used, together with requirements and criteria for making the independent determination of valuation. Makes a conforming change. Effective immediately.

**IML SUPPORTS THIS LEGISLATION**

**HB 4246: LOCAL GOVERNMENT CONVENTION EXPENSES**

***Sponsor: Rep. David McSweeney***

***Status: Referred to Rules Committee***

Creates the Local Government Convention Expense Control Act. Provides that on or after the effective date of the Act, public funds shall not be expended by a unit of local government for expenses connected with attendance by an employee or contractor of the unit of local government at a convention or gathering of personnel. Excludes public funds expended (1) at any convention or gathering of public safety personnel; or (2) pursuant to a entered into before the effective date of the Act. Effective immediately.

**IML OPPOSES LEGISLATION**

**HB 4247: CONVENTION SPACE APPROPRIATION**

***Sponsor: Rep. David McSweeney***

***Status: Placed on Calendar 2nd Reading - Short Debate***

Amends the State Finance Act. Provides that, for contracts entered into on or after the effective date of the amendatory Act, State appropriations may not be expended to rent or pay for access to physical space for booths, hospitality suites, or other physical space for units of local government, school districts, community college districts, or other taxing bodies at a convention or gathering of personnel. Excludes appropriations for physical space expenditures at any convention or gathering of public safety personnel. Effective immediately.

**IML OPPOSES LEGISLATION**

**HB 4248: CONVENTION EXPENSE LIMITATIONS**

***Sponsor:*** Rep. David McSweeney

***Status:*** Referred to Rules Committee

Creates the Local Government Convention Expense Control Act. Provides that on or after the effective date of the Act, public funds shall not be expended by a unit of local government for expenses connected with attendance by an employee or contractor of the unit of local government at a convention or gathering of personnel. Excludes public funds expended (1) at any convention or gathering of public safety personnel, or (2) pursuant to a contract entered into before the effective date of the Act. Amends the State Finance Act. Provides that, for contracts entered into on or after the effective date of the amendatory Act by units of local government, school districts, community college districts, or local taxing bodies, State appropriations shall not be expended to rent or pay for access to physical space for booths, hospitality suites, or other physical space at a convention or gathering of personnel. Excludes appropriations for physical space expenditures at any convention or gathering of public safety personnel. Effective immediately.

**IML OPPOSES LEGISLATION**

**SB 2245: ABOLISHES LOCAL SALES TAX ADMINISTRATIVE FEE**

***Sponsor:*** Sen. Laura Murphy

***Status:*** Assigned to Revenue Committee

SB 2245 amends the Counties Code, the Illinois Municipal Code, the Metropolitan Pier and Exposition Authority Act, the Local Mass Transit District Act, the Regional Transportation Authority Act, the Water Commission Act of 1985 and the State Finance Act to remove provisions providing that a percentage of the tax proceeds collected under those Acts shall be deposited into the Tax Compliance and Administration Fund. Amends the Department of Revenue Law of the Civil Administrative Code of Illinois to reinstate an annual transfer from the Tax Compliance and Administration Fund to the General Revenue Fund. Effective immediately.

**IML SUPPORTS THIS LEGISLATION**



**SB 2438: LABOR RELATIONS – FINANCIAL ABILITY**

***Sponsor: Sen. Chuck E. Weaver***

***Status: Referred to Assignments Committee***

Amends the Illinois Public Labor Relations Act. Provides that if a unit of local government, as an employer, and public employees provide for arbitration of impasses, the employer's financial ability to fund the proposals based on existing available resources shall be given primary consideration, provided that such ability is not predicated on an assumption that lines of credit or reserve funds are available or that the employer may or will receive or develop new sources of revenue or increase existing sources of revenue. Modifies the factors by which an arbitration panel shall base its findings, opinions, and order on a new agreement or amendment upon. Provides that arbitration decisions regarding peace officers, firefighters, and fire department or fire district paramedic matters under the Act shall not include residency requirements. Amends the Illinois Educational Labor Relations Act. With respect to collective bargaining between an educational employer (other than the Chicago school district) and an exclusive representative of its employees, provides that when making wage and benefit determinations during interest arbitration, the employer's financial ability to fund the proposals based on existing available resources shall be given primary consideration, provided that such ability is not predicated on an assumption that lines of credit or reserve funds are available or that the employer may or will receive or develop new sources of revenue or increase existing sources of revenue.

**IML DOES NOT YET HAVE A POSITION AS THE MATTER IS UNDER REVIEW**

**RECOMMENDATION: For discussion.**



# DIRECTOR'S WEEKLY BRIEFING

By NWMC Executive Director Mark L. Fowler



**WEEK ENDING MARCH 9, 2018**

## ***See You Next Week!***

The NWMC Board will meet on Wednesday, March 14, 7:00 p.m. at the offices of the Solid Waste Agency of Northern Cook County (SWANCC), 77 W. Hintz Road in *Wheeling*. Topping the agenda will be a presentation from Metropolitan Planning Council (MPC) Senior Advisor Nancy Firfer (former *Glenview Village President* and *NWMC President*) and Manager Danielle Gallet on addressing the region's drinking water and housing challenges. MPC's free resources for both issues can be found by visiting <http://drinkingwater123.metroplanning.org/> and <https://www.regionalhousingsolutions.org>.

The membership will also receive a legislative update (see additional information below) and consider positions recommended by the NWMC Legislative Committee on over two hundred bills pending before the General Assembly. The Board will also consider the legislative priorities from the Metropolitan Mayors Caucus and receive an update on public safety pension fund consolidation efforts. Finally, staff will provide an overview of the proposed federal transportation legislation and an update on the activities of the Surface Transportation Program Project Selection Committee. We look forward to seeing you all on Wednesday! *Staff contacts: Mark Fowler, Larry Bury*

## ***Springfield Action Slows Before Primary Election***

The Illinois House was in session this week and did not move any bills monitored by the NWMC out of committee before adjourning until April 9. The Illinois Senate will be in session next week and will then adjourn until April 10, thus clearing the way for activities leading up to the March 20 primary election. Upon returning to session, the House and Senate will immediately face the April 13 deadline to move bills out of committee. This is an important week during which the NWMC will host its annual Legislative Days in Springfield (see article below).

The lack of activity to date means that bills will need to move quickly to meet this and future legislative deadlines. This condensed schedule may result in a smaller number of bills passing the General Assembly. Nonetheless, staff continues to track legislation in order to be prepared when and if bills impacting local governments begin to move. In turn, we ask that our members stand ready at a moment's notice to respond to any NWMC Legislative Action Alerts or other requests from staff to act on legislation being considered in Springfield. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

## ***RSVP Today for NWMC Legislative Days***

As reported above, the NWMC Legislative Days in Springfield will be held on Tuesday, April 10 through Thursday, April 12. Tuesday's events will begin with a briefing for attendees followed by committee hearings in the capitol and the annual informal dinner with our legislators, scheduled for 6:30 p.m. at the Sangamo Club. The remainder of the week will consist of participation in committee hearings as well as meetings with House/Senate leadership and legislators to promote the Conference's legislative agenda and stress the impacts of the budget crisis and pending legislation on local governments. Please RSVP your attendance to Marina Durso, [mdurso@nwmc-cog.org](mailto:mdurso@nwmc-cog.org) or 847-296-9200, ext. 122 by Tuesday, April 3. Also, please secure hotel reservations as soon as possible as this will be a very busy time in Springfield. *Staff contacts: Mark Fowler, Larry Bury, Chris Staron*

## ***One Week Left to Nominate NWMC Officers***

Just a friendly reminder that Friday, March 16 is the deadline to submit the FY2018-2019 NWMC Officer Nomination Form. Members are encouraged to submit the names of those active members to fulfill the roles of NWMC President, Vice-president, Secretary and Treasurer. The cover letter to the form contains more information regarding eligibility and the selection process. Please return the nomination form by Friday, March 16 to NWMC Executive Director Mark Fowler, [mfowler@nwmc-cog.org](mailto:mfowler@nwmc-cog.org) or by fax, 847-296-9207.

The NWMC Nominating Committee will present its recommended slate at the April 18 NWMC membership meeting. According to the NWMC By-Laws, other nominations may be made at the April membership meeting or by mail if received prior to that date. Election shall be by a majority of those present and voting at the May 9 membership meeting. Officers will be sworn in at the NWMC Annual Gala on June 20. *Staff contacts: Mark Fowler, Larry Bury*

***SPC Awards Final Telecommunications Contract Extension***

The Suburban Purchasing Cooperative (SPC) Governing Board has approved the fourth and final one-year contract extension of the SPC Telecommunication Services Vendor Contract to Call One of Chicago from April 1, 2018 through March 31, 2019. No price increases are associated with this contract extension. The SPC contract with Call One includes voice and data communications products, and professional services that includes assessment/IT roadmap, consulting, remediation and management. Each member's solution is unique and will be addressed with a customized solution. For questions or additional information, please contact staff or Association & Government Relations Director Larry Widmer, 847-732-9262 or [lwidmer@callone.com](mailto:lwidmer@callone.com). Staff contact: Ellen Dayan

**SPC Extends Thermoplastic Lane Marking Contract**

The SPC Governing Board has approved the second of three (3) possible, one-year contract extensions of the SPC 2018 Thermoplastic Lane Marking (Contract #158) to Superior Road Striping of Melrose Park from April 12, 2018 through April 11, 2019. The SPC reserves the right to extend the contract for up to two (2) additional one-year terms upon mutual agreement on a negotiated basis. The contract extension contains a 5% price increase as follows:

<u>Item Description</u>	<u>UOM</u>	<u>2017</u>	<u>2018</u>
4" Marking Line	LF	\$0.49	\$0.52
6" Marking Line	LF	\$0.72	\$0.76
12" Marking Line	LF	\$1.44	\$1.52
24" Marking Line	LF	\$3.60	\$3.78
Marking Letters & Symbols	SF	\$3.34	\$3.51
Removal	SF	\$0.41	\$0.41

Please note that this contract is not awarded in conjunction with the Illinois Department of Transportation, so participating communities may not utilize Motor Fuel Tax (MFT) funds. However, Superior Road Striping must comply with all IDOT rules and regulations, as well as prevailing wage and certified payroll requirements. For questions or additional information, please contact staff or Joan Yario or Sandy DeHoyos, 708-865-0718 or [thermopros@sbcglobal.net](mailto:thermopros@sbcglobal.net). Staff contact: *Ellen Dayan*

***FCA Sets Factory Order Cut Off Dates for SPC Dodge Contracts***

The SPC has been notified by Napleton Fleet Group of Oakbrook Terrace of the following factory order cut off dates for Dodge vehicles as set by Fiat Chrysler Automotive (FCA) Company:

- 2018 Dodge Charger Pursuit (Contract #149) – May 17, 2018
- 2018 Ram ProMaster Cargo Van (Contract #156) – May 17, 2018
- 2018 Ram 1500 4x4 Crew Cab SSV Pickup (Contract #157) – April 26, 2018

For questions or additional information, please contact staff or Bob Barr, [rbarr@napletonfleet.com](mailto:rbarr@napletonfleet.com) or 630-455-2911. Staff contact: Ellen Dayan

***Time to Plan for the April 24 NWMC Surplus Vehicle and Equipment Auction***

Please remember to line up your municipality's surplus vehicles and equipment for sale at the next NWMC Surplus Vehicle and Equipment Auction! The auction will be held on Tuesday, April 24 at America's Auto Auction in Crestwood.

If you can't make the April event, the other live auction dates for 2018 are Tuesday, July 24 and Tuesday, October 23. The NWMC agreement with America's Auto Auction also provides for year round Internet sales, so participants do not have to wait for one of the quarterly live sales in order to dispose of surplus vehicles and equipment. For questions or additional information, please contact staff or America's Auto Auction Commercial Account Manager Bruce Uhter, [Bruce.Uhter@americasautoauction.com](mailto:Bruce.Uhter@americasautoauction.com), 708-389-4488 (office) or 219-713-0327 (cell). *Staff contact: Ellen Dayan*

### ***ICC to Host Rail Safety Summit***

On Thursday, March 22, the Illinois Commerce Commission (ICC) is hosting a policy session to discuss strategies to reduce the number of railroad related incidents, injuries and fatalities involving the public in Illinois. The Rail Safety Summit will feature three panels intended to provide an overview of current railroad engineering, education and enforcement strategies. Speakers from the railroad industry, local community law enforcement and public safety advocacy groups will also address the impact of rail tragedies on mental health, strategies to increase compliance with applicable laws, and a variety of techniques to educate the public concerning the risks of railroad trespassing.

The summit will be held from 9:00 a.m. to 12:15 p.m. at the Bilandic Building, 160 N. LaSalle Street, Suite C-800 in Chicago. Please visit <https://www.eventbrite.com/e/rail-safety-summit-tickets-43561777449> to register or for additional information. *Staff contacts: Mike Walczak, Brian Pigeon*

### ***Meetings and Events***

*NWMC Finance Committee* will meet on Wednesday, March 14 at 12 noon at the NWMC offices.

*NWMC Board of Directors* will meet on Wednesday, March 14 at 7:00 p.m. at the offices of the Solid Waste Agency of Northern Cook County (SWANCC), 77 W Hintz Road, Suite 200 in *Wheeling*. The SWANCC offices are located in the Wheeling Public Works facility. **Please note location change.**

*NWMC Bicycle & Pedestrian Committee* will meet on Tuesday, March 20 at 10:30 a.m. at the NWMC offices.

*NWMC Legislative Committee* will meet on Wednesday, March 21 at 8:30 a.m. at the NWMC offices.

*NWMC Transportation Committee* will meet on Thursday, March 22 at 8:30 a.m. at the NWMC offices.

**Debbie Schoop**

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**Subject:** FW: Illinois Municipal League Statehouse Briefing - March 12, 2018

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**From:** IML Legislation [<mailto:IMLLegislation@iml.org>]

**Sent:** Monday, March 12, 2018 3:04 PM

**Subject:** Illinois Municipal League Statehouse Briefing - March 12, 2018



March 12, 2018

This week's *Statehouse Briefing* provides information on legislation that will harm Tax Increment Financing (TIF), an Illinois Department of Revenue (IDOR) announcement regarding Personal Property Replacement Tax (PPRT) distributions, a rulemaking proposal from the Office of the State Fire Marshal (OSFM) and changes to a permit program run by the Illinois Environmental Protection Agency (IEPA).

This week, the Senate is in session. It will be the last session week for either chamber until April 9.

**Weekly Bills of Concern**

HB 5046 - Fair Scheduling Act (Oppose)

SB 2483 - Hotel Occupation & Use Revenue (Support)

SB 3061 - Municipal Code-Annex Less Than 60 Acres (Oppose)

SB 3080 - DCEO-Utilities-IDPH-EPA-Water (Oppose)

SB 3261 - Abandoned Mobile Homes (Oppose)

*If you have any bills of interest (pro or con), please let us know by email at [IMLLegislation@iml.org](mailto:IMLLegislation@iml.org), so we can review them further and incorporate them into our advocacy.*

**House Labor Committee Passes TIF Restrictions**

On Wednesday, March 7, 2018, the House Labor and Commerce Committee passed legislation that would negatively impact the use of TIF in municipalities throughout Illinois.

On Tuesday, March 6, 2018, Rep. Jay Hoffman (D-Swansea) introduced an amendment to HB 813 ([available via this link](#)) that would mandate that any project that uses TIF funds would be subject to the prevailing wage. TIF projects are predominantly private ventures that use TIF funds to invest in a dilapidated or blighted area.

The amendment passed the committee on a party line vote. The measure could go before the full House as soon as Monday, April 9, 2018, when legislators return from spring break. IML opposes this harmful restriction on TIF and will advocate against any efforts to undermine local economic development tools.

## **Legislation to Ban State Agency Spending at Conferences Moves Forward**

On Wednesday, March 7, the House Executive Committee advanced legislation that would ban state agencies from using public funds to pay "for booths, hospitality suites or other physical space at a convention or gathering of personnel."

The legislation (HB 4247-Rep. McSweeney, R-Barrington Hills) was amended to limit the language to state agency expenditures. Prior to the amendment, the legislation would have banned any state appropriation for the stated purposes.

IML opposes the amendment and the underlying bill.

## **IML Issues Memo on IDOR Administrative Fees**

On Wednesday, February 28, 2018, IML Executive Director Brad Cole sent a memo to the Chair of the House Revenue and Finance Committee, Rep. Michael Zalewski (D-Riverside). The memo addressed the multitude of administrative fees IDOR collects in relation to their overall budget and the need to lower the fee.

IML opposes the imposition of any administrative fee on funds collected by and for local units of government. IML has introduced legislation (HB 4101-Rep. DeLuca, D-Chicago Heights) to reduce the administrative fee on locally imposed sales taxes from 2% to 1%.

## **IDOR: March 2018 PPRT Distributions to Increase**

On Wednesday, March 7, 2018, IDOR announced that the March 2018 PPRT payment would be nearly double what was originally estimated. The increased payments are due in part to early tax filings resulting from the federal tax reform legislation enacted into law on December 22, 2017.

IDOR's detailed explanation of the changes to PPRT distributions can be found on IML's website (available via this link).

## **Proposed Underground Storage Tank Rules**

The Illinois Office of the State Fire Marshal (OSFM) is accepting comments through April 9, 2018, concerning proposed rules pertaining to underground storage tanks. According to OSFM, the proposed rules have been filed to bring Illinois into compliance with federal requirements by October 13, 2018. The proposed rules could have an impact on local governments that own or operate an underground storage tank system. Please visit the OSFM website (link available here) to access the federal requirements and proposed state rules.

## **IEPA Issues Changes to National Pollution Discharge Elimination (NPDES) Permit Program**

On February 13, 2018, IEPA issued notice that changes were being made to the NPDES General Permit No. ILR10 for the discharge of storm water associated with industrial activity from construction sites into waters of the United States for certain types of discharges. A list of the changes can be found via this link.

The main change of interest to municipalities is the new threshold for when inspections of these sites have to occur. Prior to this proposed change, inspections were only required if a rainfall event led to an amount of 0.5 inches or greater. With this proposal, that threshold would be lowered to 0.25 inches or greater, increasing the number of times inspections will have to be done.

Any public comments on the proposed changes are due by March 15, 2018. Written comments can be submitted to IEPA at Darin.LeCrone@Illinois.gov.

## **Rail Safety Summit to be Held in Chicago and Springfield**

On Thursday, March 22, the Illinois Commerce Commission (ICC) is hosting a discussion on strategies to reduce the number of rail related incidents. The summit will include three panels intended to highlight current railroad engineering, education and enforcement strategies.

The event will be from 9:00 a.m. to 12:15 p.m. at the Bilandic Building (160 N. LaSalle Street, Suite C-800) in Chicago. There will also be a video conference site for interested parties at the ICC's Springfield Office (527 E. Capitol Avenue).

Registration is available [here](#). If you have any questions, please contact [Mike.Stead@illinois.gov](mailto:Mike.Stead@illinois.gov).

### **IML Lobby Day is April 25 – Register Today**

Don't forget to register for IML Lobby Day 2018. This year's IML Lobby Day will be held on Wednesday, April 25, 2018.

The 2018 IML Lobby Day Legislative Briefing will start at 9:00 a.m. at the IML Office (500 E. Capitol Ave., Springfield). The Legislative Reception will be held from 6:30 p.m. to 8:30 p.m. at the Abraham Lincoln Presidential Museum (112 N. Sixth St., Springfield).

### **IML Annual Conference Topic Submissions Due April 30**

Planning is underway for IML's Annual Conference at the Hilton Chicago September 20-22, 2018. If you are interested in speaking at our event or have a topic to suggest, please complete the topic submission form on our website. The deadline for submissions is April 30, 2018. If you have questions or need additional information, please email Lori Harlan ([lharlan@iml.org](mailto:lharlan@iml.org)).



## **ILLINOIS BICENTENNIAL BULLETIN - MARCH 12, 2018**

- **1818 Prairie State Farmhouse Ale** is now available in cans at select Binny's, Jewel-Osco and retail locations as well as on tap in bars and restaurants statewide. 1818 is brewed by Hand of Fate Brewing Company in Petersburg, IL and distributed by Breakthru Beverage. For more information, visit [Illinois200.com/projects](http://Illinois200.com/projects)
- Please join us for the debut of the **Bicentennial Float** sponsored by Wintrust in the 2018 Chicago St. Patrick's Day Parade on Saturday, March 17 at 11:00 AM. For more information, visit [illinois200.com/events](http://illinois200.com/events).
- On March 23, 2018, the Abraham Lincoln Presidential Museum & Library will unveil the **Illinois to White House: Lincoln, Grant, Reagan, Obama** exhibit. Please visit [illinois200.com/projects](http://illinois200.com/projects) for more info.
- Design applications for the official **Bicentennial Medallion** are now being accepted until May 1, 2018 through the Illinois State Treasurer's office. To submit an application and for more information, please visit [www.illinoiscoincontest.com](http://www.illinoiscoincontest.com)

Be sure to 'like' us on [Facebook](#) and follow us on [Twitter](#) for the latest Bicentennial news and updates!

### **Contact Us**

As always, IML staff will continue to monitor any prospective legislative developments and aggressively advocate on behalf of our membership. Should you have any questions, please contact our Legislative Department at (217) 525-1220 or [IMLLegislation@iml.org](mailto:IMLLegislation@iml.org). Thank you.

If you do not wish to receive information from the Illinois Municipal League via email, please reply to this email, include the words "Please remove from list" along with your name, municipality and email address included in the message. If you have updates to your contact information, please submit them similarly. Thank you.

Illinois Municipal League  
500 East Capitol Avenue  
Springfield, IL 62701  
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217-525-1220



# VILLAGE OF HOFFMAN ESTATES

## Memo

To: Jim Norris  
From: Bruce Anderson  
Regarding: Cable TV Report  
Date: March 13, 2018

### **Citizen Segments**

This month the Citizen covers: 2017 Activities, Barrington Animal Hospital, HEHS Hawk football reception, HEHS service, senior Valentines and Park District Activities

### **Citizen Segments and Programs in development:**

Sister Cities Drawing Concert  
Baseball

### **Heart of H.E.**

Looks at the Department of Health and Human Services, with the Higgins Education Center to follow.

### **Sports**

Baseball begins in late March, weather permitting. Inter MSL West play begins in April.

### **Concerts**

Choral Aires will be replaced by the Sister Cities Drawing Concert, in which local and French artists drawing is projected on a screen to musical accompaniment by D.54 and HEHS bands.

### **Complaints/Inquiries**

There were three new complaints: a utility pole problem, Comcast pricing complaint and Internet service problems. There are currently four complaints outstanding.



# HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

## HUMAN RESOURCES MANAGEMENT DEPARTMENT

### Monthly Report

February 2018

#### Staffing Activity

New Starts: 2 – Community Health Nurse  
Weekend ASO

Separations: 1 – Office Services Assistant

Transfers: 0

Retirees: 0

Promotions: 0

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	339 budgeted	332 current
	Part Time Employees	68 budgeted	64 current
	Temporary Employees	1 budgeted	1 current
	Seasonal Employees	24 budgeted	1 current
	Paid Interns	6 budgeted	2 current

#### Month & Year-to-Date Activity:

0 Seasonal with	0 for year
0 Promotions with	5 for year
1 Separations with	8 for year
0 Retirements with	1 for year
0 Transfer with	1 for year

#### Recruitment Activity

**Admin. Staff Asst. PT – PW Dept.** Posted 01/05/2018. The position was posted on the Village website and social media, as well as the Indeed job board. Applications were forwarded to the interview team for review after the deadline. The interview team chose seven candidates to invite to complete skills testing. Interviews will be scheduled in March after the skills testing is complete.

**Crossing Guard/Alternate – Police**

Posted 01/02/2018. The positions were posted on the Village website, social media, and Indeed job board. Applications are being forwarded to the Traffic Sergeant as they are received. A candidate was selected to interview for the crossing at Fairview School. The interview was held 2/27/2018 and an offer was made and accepted. We are awaiting results of the pre-employment screening. We are still searching for a Crossing Guard for the high school and Whiteley School, as well as additional Alternates.

**Management Analyst – Fire**

The position was posted on the Village website, social media, ILCMA/IAMMA website, Indeed job board and Public Salary website. Applications will be forwarded to the interview team for review after the March deadline.

**Seasonal Laborer – Public Works**

The position was posted Village website and social media, university websites, Indeed job board and broadcast email. Applications will be forwarded to the Asst. Director as they are received.

**Civil Engineering Summer Intern (3) – Development Services**

The position was posted on the Village website, social media, Indeed job board, Public Salary and twenty university websites. Applications will be forwarded to the interview team as they are received. Four interviews were scheduled in December and several more were scheduled for January 2018. Offers were made to three students – from Northwestern Univ., Southern Illinois University and University of Illinois. All three accepted and are completing the pre-employment screening. They will be starting in May and June.

**ASO I-Part time Weekends (2) – Police**

The position was posted on the Village website, Indeed job board and social media. Applications are being forwarded to the interview team as they are received. One candidate interviewed in December. An offer was made and she completed pre-employment screening. She started in January 2018. Four new applicants were chosen by the interview team for interview. They completed skills testing and interviewed in early January. Offers were made to 2 candidates. Both accepted and one started in January and one started February 09, 2018.

**Community Health Nurse – Health & Human Services**

The position was posted on the Village website, social media and Indeed job board. Applications were forwarded to the interview team for review. Six candidates were chosen for interview in February. Two were called in for a second interview. An offer was made to one candidate, she accepted and after pre-employment screening started working on 02/26/2018.

**Administrative Assistant – Health & Human Services**

The position was posted on the Village website, social media and Indeed job board. Applications were forwarded to the interview team for review after the deadline. The interview team chose 14 candidates to invite to complete skills testing. Interviews will be scheduled in March after the skills testing is complete.

**Labor/Management Relations**

**Contract Status:** **Police** (Metropolitan Alliance of Police - MAP Chapter 96) – Contract (Jan. 1, 2016 - December 31, 2018).

**Fire** (International Association of Firefighters - Local 2061) – Contract (January 1, 2012 – December 31, 2020).

**Public Works** (International Brotherhood of Teamsters, Local 700) – Contract (Jan. 1, 2016 – Dec. 31, 2019).

**Police Sergeants** (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2017 – December 31, 2019).

**Grievances**

N/A

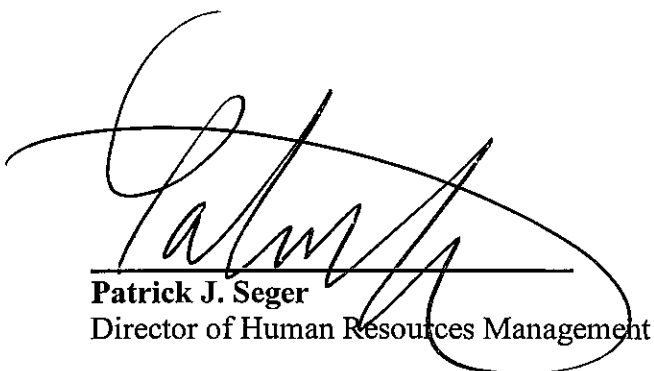
**Personnel/Benefits/Employee Services**

- As staff liaison to the Cultural Awareness Commission, the Director of HRM attended the monthly meeting. The Director helped coordinate the Black History Month event.
- As staff liaison to the Celtic Fest Commission, the Director of HRM attended the monthly meeting,
- The Director of HRM, as Past Chair of the IPBC, attended the Board and Strategic Planning meetings.

- The Director of HRM and the Assistant to the HRM Director conducted four supervisor training sessions on Managing Challenging Employees.
- The Director of HRM attended the Management Team meeting.
- Assistant to the HRM Director participated in Wellness Committee meetings.
- Director of HRM held several personnel meetings.

### **Risk Management/Safety/Loss Control**

- Continued to facilitate the proper handling of all open workers' compensation claims.
- Conducted an investigation into a major sewer backup incident, and managed the claim administration.
- Conducted a mandatory random Federal Department of Transportation drug and alcohol test. There was no positive result.
- Conducted meetings with staff related to high exposure workers' compensation claims.
- Reviewed an on-line training program related to ethical conduct. Determined that the program would not be effective for Village employees.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.
- Continued to provide consultation related to risk management issues related to the Sears Centre.
- Provided continual written updates to appropriate management staff related to the status of several open workers' compensation claims.



**Patrick J. Seger**  
Director of Human Resources Management

**HUMAN RESOURCES MANAGEMENT  
MONTHLY STAFFING REPORT  
FEBRUARY 2018**

**RECRUITMENTS**

**POSITION TITLE:** Administrative Staff Assistant (part-time)  
**DEPARTMENT:** Public Works Dept.  
**DATE POSTED:** 01/05/2018  
**AD DEADLINE:** 01/26/2018  
**APPLICATIONS REC'D:** 146 applications received.  
**STATUS:** The position was posted on the Village website and social media, as well as the Indeed job board. Applications were forwarded to the interview team for review after the deadline. The interview team chose seven candidates to invite to complete skills testing. Interviews will be scheduled in March after the skills testing is complete.

**POSITION TITLE:** Management Analyst  
**DEPARTMENT:** Fire  
**DATE POSTED:** 02/19/2018  
**AD DEADLINE:** 03/12/2018  
**APPLICATIONS REC'D:** 72 applications received  
**STATUS:** The position was posted on the Village website, social media, ILCMA/IAMMA website, Indeed job board and Public Salary website. Applications will be forwarded to the interview team for review after the deadline.

**POSITION TITLE:** Administrative Assistant (full-time)  
**DEPARTMENT:** HHS Dept.  
**DATE POSTED:** 01/15/2018  
**AD DEADLINE:** 02/02/2018  
**APPLICATIONS REC'D:** 278 applications received.  
**STATUS:** The position was posted on the Village website and social media, as well as the Indeed job board. Applications were forwarded to the interview team for review after the deadline. The interview team chose 14 candidates to invite to complete skills testing. Interviews will be scheduled in March after the skills testing is complete.

**POSITION TITLE:** Crossing Guard/Alternate Crossing Guard  
**DEPARTMENT:** Police  
**DATE POSTED:** 01/02/2018  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 3 applications received to date  
**STATUS:** The positions were posted on the Village website, social media, and Indeed job board. Applications are being forwarded to the Traffic

Sergeant as they are received. A candidate was selected to interview for the crossing at Fairview School. The interview was held 2/27/2018 and an offer was made and accepted. We are awaiting results of the pre-employment screening. We are still searching for a Crossing Guard for the high school and Whiteley School, as well as additional Alternates.

**POSITION TITLE:** Civil Engineering Summer Intern (3)  
**DEPARTMENT:** Development Services  
**DATE POSTED:** 11/10/2017  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 42 applications received to date  
**STATUS:** The position was posted on the Village website, social media, Indeed job board, Public Salary and twenty university websites. Applications will be forwarded to the interview team as they are received. Four interviews were scheduled in December and several more were scheduled for January 2018. Offers were made to three students – from Northwestern Univ., Southern Illinois University and University of Illinois. All three accepted and are completing the pre-employment screening. They will be starting in May and June.

**POSITION TITLE:** Seasonal Laborer (10)  
**DEPARTMENT:** Public Works  
**DATE POSTED:** 02/23/2018  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 6 application received to date  
**STATUS:** The position was posted Village website and social media, university websites, Indeed job board and broadcast email. Applications will be forwarded to the Asst. Director as they are received.

### **NEW STARTS**

**POSITION TITLE:** ASO I-Part time Weekends (2)  
**DEPARTMENT:** Police  
**DATE POSTED:** 11/17/2017  
**AD DEADLINE:** until filled  
**APPLICATIONS REC'D:** 15 applications received to date  
**STATUS:** The position was posted on the Village website, Indeed job board and social media. Applications are being forwarded to the interview team as they are received. One candidate interviewed in December. An offer was made and she completed pre-employment screening. She started in January 2018. Four new applicants were chosen by the interview team for interview. They completed skills testing and interviewed in early January. Offers were made to 2 candidates. Both accepted and one started in January and one started February 09, 2018.

**POSITION TITLE:** Community Health Nurse  
**DEPARTMENT:** Health & Human Services  
**DATE POSTED:** 12/27/2017  
**AD DEADLINE:** Until Filled  
**APPLICATIONS REC'D:** 40 applications received to date  
**STATUS:** The position was posted on the Village website, social media and Indeed job board. Applications were forwarded to the interview team for review. Six candidates were chosen for interview in February. Two were called in for a second interview. An offer was made to one candidate, she accepted and after pre-employment screening started working on 02/26/2018.

## SUMMARY OF EMPLOYMENT ACTIVITY February 2018

	<u>Total Number</u>	<u>Position</u>
New Starts	2	Weekend ASO Community Health Nurse
Separations	1	Office Services Assistant
Promotions	0	
Upgrades	0	
Downgrades	0	
Transfers	0	
Retirements	0	
Reclassifications	0	
Change in Status	0	

### ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	2	Crossing Guard (2)
Separations	2	Crossing Guard (2)
Promotions	0	
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	0	
New Positions	0	
Eliminated Positions	0	



## 2018 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
<b>FULL TIME EMPLOYEES</b>	339	332
<b>PART TIME EMPLOYEES</b>	68	64
<b>TEMPORARY EMPLOYEES</b>	1	1
<b>SEASONAL EMPLOYEES</b>	24	1
<b>INTERNS (PAID)</b>	6	2
 <b>TOTAL</b>	 438	 401

### Total Vacancies:

#### Full Time

Budgeted – Posted	4	Administrative Asst. Police Officer (2) Management Analyst
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Budgeted - Not Posted	0	
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<b>TOTAL FULL TIME</b>	<b>4</b>	
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#### Part Time

Budgeted – Posted	3	Admin Staff Asst. PW Crossing Guard (2)
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Budgeted-Not Posted	4	Plumbing Inspector Staff Assistant Tech Support Specialist Office Services Assistant
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<b>TOTAL PART TIME</b>	<b>7</b>	
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## RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
<b>Full Time – Response to Recruitments</b>	85	350
<b>Part Time – Response to Recruitments</b>	1	187
<b>Seasonal Applicants</b>	6	6
<b>Unsolicited Applications/Walk-In</b>	1	1

**HUMAN RESOURCES MANAGEMENT  
EMPLOYMENT ACTIVITY  
FEBRUARY 2018**

**NEW HIRES**

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Omar Velasquez	02/09/2018	Weekend ASO	Laura Hauschild
Gina McCauley	02/26/2018	Community Health Nurse	Teresa Alcure

**SEPARATIONS**

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Sara Daniel	02/23/2018	Office Services Assistant	Resigned

**PROMOTIONS**

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
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**TRANSFERS**

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

**CHANGE IN STATUS**

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

**RECLASSIFICATION**

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
N/A			

**UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY**

<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
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**ADDITIONAL MONTHLY REPORT INFORMATION  
FEBRUARY 2018**

# Anniversaries	<u>11</u>
# Interviews conducted during month	<u>7</u>
# Orientations conducted during month	<u>3</u>

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
97	804	Forestry (Dept)		1	100.0%	0	0	1	100%	1	0	187,543.20	113,105.64	74,437.56	187,543.20	100.0%
97	8	Public Works (Sub-Loc)		1	100.0%	0	0	1	100%	1	0	187,543.20	113,105.64	74,437.56	187,543.20	100.0%
97	01	Village of Hoffman Estates (Loc)		1	100.0%	0	0	1	100%	1	0	187,543.20	113,105.64	74,437.56	187,543.20	100.0%
		Totals for 1997 Claims:		1	100.0%	0	0	1	100%	1	0	187,543.20	113,105.64	74,437.56	187,543.20	100.0%
00	102	Planning (Dept)		1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	1	Community Development (Sub-Loc)		1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
00	206	Customer Service (Dept)		1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	2	Finance (Sub-Loc)		1	1.8%	0	0	1	100%	0	1	3,974.20	3,974.20		3,974.20	1.3%
00	250	PPO Payments (Dept)		1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	25	PPO Payments (Sub-Loc)		1	1.8%	1	0	0	0%	0	1	152,127.86	152,127.86		152,127.86	49.1%
00	300	Administration (Dept)		1	1.8%	0	1	0	0%	0	1	193.50	193.50		193.50	0.1%
00	301	Fire Suppression (Dept)		12	21.4%	6	3	3	25%	0	12	7,922.89	95,074.64		95,074.64	30.7%
00	303	Emergency Medical Service (Dept)		7	12.5%	5	1	1	14%	0	7	2,302.35	16,116.43		16,116.43	5.2%
00	3	Fire (Sub-Loc)		20	35.7%	11	5	4	20%	0	20	5,569.23	111,384.57		111,384.57	36.0%
00	400	Manager's Office (Dept)		1	1.8%	0	1	0	0%	0	1	4,452.45	4,452.45		4,452.45	1.4%
00	401	Cable TV (Dept)		1	1.8%	1	0	0	0%	0	1	260.40	260.40		260.40	0.1%
00	402	Boards & Commissions (Dept)		1	1.8%	1	0	0	0%	0	1	413.43	413.43		413.43	0.1%
00	4	General Government (Sub-Loc)		3	5.4%	2	1	0	0%	0	3	1,708.76	5,126.28		5,126.28	1.7%
00	600	Administration (Dept)		1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	6	Human Resources Manage (Sub-Loc)		1	1.8%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
00	700	Patrol (Dept)		16	28.6%	13	1	2	13%	0	16	1,761.71	28,187.36		28,187.36	9.1%
00	704	Traffic (Dept)		1	1.8%	1	0	0	0%	0	1	1,159.40	1,159.40		1,159.40	0.4%
00	7	Police (Sub-Loc)		17	30.4%	14	1	2	12%	0	17	1,726.28	29,346.76		29,346.76	9.5%
00	801	Water & Sewer (Dept)		4	7.1%	2	2	0	0%	0	4	733.76	2,935.02		2,935.02	0.9%
00	802	Building & Grounds (Dept)		1	1.8%	0	1	0	0%	0	1	1,411.10	1,411.10		1,411.10	0.5%
00	804	Forestry (Dept)		5	8.9%	5	0	0	0%	0	5	565.72	2,828.60		2,828.60	0.9%
00	805	Clerical (Dept)		1	1.8%	1	0	0	0%	0	1	452.50	452.50		452.50	0.1%
00	8	Public Works (Sub-Loc)		11	19.6%	8	3	0	0%	0	11	693.38	7,627.22		7,627.22	2.5%
00	9	Information Systems (Sub-Loc)		1	1.8%	1	0	0	0%	0	1	168.50	168.50		168.50	0.1%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
00	01	Village of Hoffman Estates (Loc)		56	100.0%	38	11	7	13%	0	56	5,531.35	309,755.39		309,755.39	100.0%
Totals for 2000 Claims:				56	100.0%	38	11	7	13%	0	56	5,531.35	309,755.39		309,755.39	100.0%
01	300	Administration (Dept)		2	3.1%	1	1	0	0%	0	2	538.72	1,077.44		1,077.44	0.1%
01	301	Fire Suppression (Dept)		8	12.3%	3	3	2	25%	0	8	35,023.68	280,189.41		280,189.41	23.7%
01	303	Emergency Medical Service (Dept)		7	10.8%	2	1	4	57%	0	7	38,418.72	268,931.02		268,931.02	22.7%
01	304	ESDA (Dept)		1	1.5%	1	0	0	0%	0	1	425.39	425.39		425.39	0.0%
01	3	Fire (Sub-Loc)		18	27.7%	7	5	6	33%	0	18	30,590.18	550,623.26		550,623.26	46.5%
01	400	Manager's Office (Dept)		1	1.5%	1	0	0	0%	0	1	4,374.81	4,374.81		4,374.81	0.4%
01	4	General Government (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	4,374.81	4,374.81		4,374.81	0.4%
01	505	Immunization (Dept)		1	1.5%	1	0	0	0%	0	1	391.50	391.50		391.50	0.0%
01	5	Health & Human Services (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	391.50	391.50		391.50	0.0%
01	700	Patrol (Dept)		20	30.8%	11	2	7	35%	0	20	10,615.24	212,304.82		212,304.82	17.9%
01	702	Crime Prevention (Dept)		1	1.5%	1	0	0	0%	0	1	5,663.17	5,663.17		5,663.17	0.5%
01	704	Traffic (Dept)		3	4.6%	1	0	2	67%	0	3	2,887.00	8,660.99		8,660.99	0.7%
01	707	Records (Dept)		4	6.2%	1	0	3	75%	0	4	14,372.31	57,489.25		57,489.25	4.9%
01	7	Police (Sub-Loc)		28	43.1%	14	2	12	43%	0	28	10,147.08	284,118.23		284,118.23	24.0%
01	800	Streets (Dept)		5	7.7%	3	1	1	20%	0	5	48,719.89	243,599.47		243,599.47	20.6%
01	801	Water & Sewer (Dept)		4	6.2%	2	1	1	25%	0	4	24,096.40	96,385.58		96,385.58	8.1%
01	802	Building & Grounds (Dept)		3	4.6%	3	0	0	0%	0	3	422.63	1,267.88		1,267.88	0.1%
01	803	Equipment & Supply (Dept)		1	1.5%	1	0	0	0%	0	1	210.60	210.60		210.60	0.0%
01	804	Forestry (Dept)		3	4.6%	2	1	0	0%	0	3	1,150.17	3,450.50		3,450.50	0.3%
01	8	Public Works (Sub-Loc)		16	24.6%	11	3	2	13%	0	16	21,557.13	344,914.03		344,914.03	29.1%
01	9	Information Systems (Sub-Loc)		1	1.5%	1	0	0	0%	0	1	301.50	301.50		301.50	0.0%
01	01	Village of Hoffman Estates (Loc)		65	100.0%	35	10	20	31%	0	65	18,226.51	1,184,723.33		1,184,723.33	100.0%
Totals for 2001 Claims:				65	100.0%	35	10	20	31%	0	65	18,226.51	1,184,723.33		1,184,723.33	100.0%
02	102	Planning (Dept)		1	2.6%	0	1	0	0%	0	1	28,933.52	28,933.52		28,933.52	3.9%
02	1	Community Development (Sub-Loc)		1	2.6%	0	1	0	0%	0	1	28,933.52	28,933.52		28,933.52	3.9%
02	301	Fire Suppression (Dept)		5	13.2%	1	2	2	40%	0	5	11,335.45	56,677.26		56,677.26	7.6%
02	303	Emergency Medical Service (Dept)		8	21.1%	4	3	1	13%	0	8	7,441.19	59,529.50		59,529.50	8.0%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
**From: 12/31/1996 Through: 02/28/2018**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
02	306	Technical Rescue	(Dept)	1	2.6%	0	1	0	0%	0	1	5,830.00	5,830.00		5,830.00	0.8%
02	3	Fire	(Sub-Loc)	14	36.8%	5	6	3	21%	0	14	8,716.91	122,036.76		122,036.76	16.3%
02	700	Patrol	(Dept)	11	28.9%	5	0	6	55%	0	11	24,662.45	271,286.95		271,286.95	36.3%
02	704	Traffic	(Dept)	1	2.6%	0	0	1	100%	0	1	310,828.16	310,828.16		310,828.16	41.6%
02	706	Communication	(Dept)	1	2.6%	1	0	0	0%	0	1	1,777.50	1,777.50		1,777.50	0.2%
02	7	Police	(Sub-Loc)	13	34.2%	6	0	7	54%	0	13	44,914.82	583,892.61		583,892.61	78.2%
02	800	Streets	(Dept)	5	13.2%	4	1	0	0%	0	5	1,511.20	7,556.00		7,556.00	1.0%
02	801	Water & Sewer	(Dept)	2	5.3%	0	2	0	0%	0	2	1,227.90	2,455.80		2,455.80	0.3%
02	803	Equipment & Supply	(Dept)	1	2.6%	1	0	0	0%	0	1	281.70	281.70		281.70	0.0%
02	804	Forestry	(Dept)	2	5.3%	2	0	0	0%	0	2	642.60	1,285.20		1,285.20	0.2%
02	8	Public Works	(Sub-Loc)	10	26.3%	7	3	0	0%	0	10	1,157.87	11,578.70		11,578.70	1.6%
02	01	Village of Hoffman Estates	(Loc)	38	100.0%	18	10	10	26%	0	38	19,643.20	746,441.59		746,441.59	100.0%
Totals for 2002 Claims:				38	100.0%	18	10	10	26%	0	38	19,643.20	746,441.59		746,441.59	100.0%
03	301	Fire Suppression	(Dept)	5	14.3%	2	1	2	40%	0	5	25,542.01	127,710.07		127,710.07	31.2%
03	303	Emergency Medical Service	(Dept)	12	34.3%	9	1	2	17%	0	12	15,553.15	186,637.80		186,637.80	45.7%
03	305	Underwater Rescue	(Dept)	1	2.9%	1	0	0	0%	0	1	785.49	785.49		785.49	0.2%
03	3	Fire	(Sub-Loc)	18	51.4%	12	2	4	22%	0	18	17,507.41	315,133.36		315,133.36	77.1%
03	700	Patrol	(Dept)	7	20.0%	5	1	1	14%	0	7	1,467.76	10,274.35		10,274.35	2.5%
03	701	Investigations	(Dept)	1	2.9%	0	0	1	100%	0	1	79,722.54	79,722.54		79,722.54	19.5%
03	704	Traffic	(Dept)	3	8.6%	1	2	0	0%	0	3	88.33	265.00		265.00	0.1%
03	7	Police	(Sub-Loc)	11	31.4%	6	3	2	18%	0	11	8,205.63	90,261.89		90,261.89	22.1%
03	801	Water & Sewer	(Dept)	3	8.6%	3	0	0	0%	0	3	699.33	2,098.00		2,098.00	0.5%
03	802	Building & Grounds	(Dept)	2	5.7%	2	0	0	0%	0	2	477.00	954.00		954.00	0.2%
03	803	Equipment & Supply	(Dept)	1	2.9%	1	0	0	0%	0	1	310.50	310.50		310.50	0.1%
03	8	Public Works	(Sub-Loc)	6	17.1%	6	0	0	0%	0	6	560.42	3,362.50		3,362.50	0.8%
03	01	Village of Hoffman Estates	(Loc)	35	100.0%	24	5	6	17%	0	35	11,678.79	408,757.75		408,757.75	100.0%
Totals for 2003 Claims:				35	100.0%	24	5	6	17%	0	35	11,678.79	408,757.75		408,757.75	100.0%
04	201	Water Billing	(Dept)	1	2.1%	1	0	0	0%	0	1	1,295.10	1,295.10		1,295.10	0.1%
04	2	Finance	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	1,295.10	1,295.10		1,295.10	0.1%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
04	301	Fire Suppression	(Dept)	10	20.8%	6	2	2	20%	0	10	4,666.25	46,662.48		46,662.48	4.4%
04	303	Emergency Medical Service	(Dept)	11	22.9%	7	4	0	0%	0	11	12,225.62	134,481.79		134,481.79	12.7%
04	3	Fire	(Sub-Loc)	21	43.8%	13	6	2	10%	0	21	8,625.92	181,144.27		181,144.27	17.1%
04	504	Health Screening	(Dept)	1	2.1%	1	0	0	0%	0	1	405.00	405.00		405.00	0.0%
04	5	Health & Human Services	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	405.00	405.00		405.00	0.0%
04	600	Administration	(Dept)	1	2.1%	1	0	0	0%	0	1	248.68	248.68		248.68	0.0%
04	6	Human Resources Manage	(Sub-Loc)	1	2.1%	1	0	0	0%	0	1	248.68	248.68		248.68	0.0%
04	700	Patrol	(Dept)	16	33.3%	12	0	4	25%	0	16	41,219.86	659,517.75		659,517.75	62.4%
04	703	Tactical	(Dept)	2	4.2%	2	0	0	0%	0	2	137.84	275.68		275.68	0.0%
04	7	Police	(Sub-Loc)	18	37.5%	14	0	4	22%	0	18	36,655.19	659,793.43		659,793.43	62.5%
04	800	Streets	(Dept)	3	6.3%	1	0	2	67%	0	3	43,878.25	131,634.74		131,634.74	12.5%
04	801	Water & Sewer	(Dept)	1	2.1%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
04	803	Equipment & Supply	(Dept)	1	2.1%	0	0	1	100%	0	1	81,422.11	81,422.11		81,422.11	7.7%
04	804	Forestry	(Dept)	1	2.1%	1	0	0	0%	0	1	481.50	481.50		481.50	0.0%
04	8	Public Works	(Sub-Loc)	6	12.5%	3	0	3	50%	0	6	35,589.73	213,538.35		213,538.35	20.2%
04	01	Village of Hoffman Estates	(Loc)	48	100.0%	33	6	9	19%	0	48	22,008.85	1,056,424.83		1,056,424.83	100.0%
		Totals for 2004 Claims:		48	100.0%	33	6	9	19%	0	48	22,008.85	1,056,424.83		1,056,424.83	100.0%
05	301	Fire Suppression	(Dept)	6	11.3%	4	2	0	0%	0	6	1,012.80	6,076.77		6,076.77	2.0%
05	303	Emergency Medical Service	(Dept)	20	37.7%	12	5	3	15%	0	20	12,979.04	259,580.79		259,580.79	83.9%
05	3	Fire	(Sub-Loc)	26	49.1%	16	7	3	12%	0	26	10,217.60	265,657.56		265,657.56	85.9%
05	504	Health Screening	(Dept)	1	1.9%	1	0	0	0%	0	1	184.50	184.50		184.50	0.1%
05	5	Health & Human Services	(Sub-Loc)	1	1.9%	1	0	0	0%	0	1	184.50	184.50		184.50	0.1%
05	700	Patrol	(Dept)	7	13.2%	5	1	1	14%	0	7	3,015.10	21,105.71		21,105.71	6.8%
05	701	Investigations	(Dept)	1	1.9%	1	0	0	0%	0	1	297.00	297.00		297.00	0.1%
05	704	Traffic	(Dept)	1	1.9%	1	0	0	0%	0	1	1,186.85	1,186.85		1,186.85	0.4%
05	707	Records	(Dept)	1	1.9%	0	0	1	100%	0	1	10,253.45	10,253.45		10,253.45	3.3%
05	7	Police	(Sub-Loc)	10	18.9%	7	1	2	20%	0	10	3,284.30	32,843.01		32,843.01	10.6%
05	800	Streets	(Dept)	4	7.5%	4	0	0	0%	0	4	627.99	2,511.94		2,511.94	0.8%
05	801	Water & Sewer	(Dept)	5	9.4%	5	0	0	0%	0	5	1,066.50	5,332.50		5,332.50	1.7%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
05	802	Building & Grounds	(Dept)	1	1.9%	1	0	0	0%	0	1	437.00	437.00		437.00	0.1%
05	803	Equipment & Supply	(Dept)	2	3.8%	2	0	0	0%	0	2	697.05	1,394.10		1,394.10	0.5%
05	804	Forestry	(Dept)	4	7.5%	3	1	0	0%	0	4	259.88	1,039.50		1,039.50	0.3%
05	8	Public Works	(Sub-Loc)	16	30.2%	15	1	0	0%	0	16	669.69	10,715.04		10,715.04	3.5%
05	01	Village of Hoffman Estates	(Loc)	53	100.0%	39	9	5	9%	0	53	5,837.74	309,400.11		309,400.11	100.0%
Totals for 2005 Claims:				53	100.0%	39	9	5	9%	0	53	5,837.74	309,400.11		309,400.11	100.0%
06	201	Water Billing	(Dept)	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06	2	Finance	(Sub-Loc)	1	1.8%	0	1	0	0%	0	1	1,527.37	1,527.37		1,527.37	0.1%
06	301	Fire Suppression	(Dept)	9	16.1%	5	2	2	22%	0	9	38,029.36	342,264.26		342,264.26	31.5%
06	303	Emergency Medical Service	(Dept)	14	25.0%	7	3	4	29%	0	14	39,335.55	550,697.76		550,697.76	50.8%
06	3	Fire	(Sub-Loc)	23	41.1%	12	5	6	26%	0	23	38,824.44	892,962.02		892,962.02	82.3%
06	700	Patrol	(Dept)	17	30.4%	11	3	3	18%	0	17	3,949.26	67,137.34		67,137.34	6.2%
06	701	Investigations	(Dept)	1	1.8%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
06	703	Tactical	(Dept)	4	7.1%	3	1	0	0%	0	4	2,311.32	9,245.26		9,245.26	0.9%
06	704	Traffic	(Dept)	2	3.6%	2	0	0	0%	0	2	3,850.97	7,701.94		7,701.94	0.7%
06	707	Records	(Dept)	1	1.8%	0	0	1	100%	0	1	25,046.89	25,046.89		25,046.89	2.3%
06	7	Police	(Sub-Loc)	25	44.6%	17	4	4	16%	0	25	4,365.26	109,131.43		109,131.43	10.1%
06	800	Streets	(Dept)	1	1.8%	1	0	0	0%	0	1	4,201.51	4,201.51		4,201.51	0.4%
06	801	Water & Sewer	(Dept)	2	3.6%	1	1	0	0%	0	2	112.50	225.00		225.00	0.0%
06	802	Building & Grounds	(Dept)	1	1.8%	0	1	0	0%	0	1	70,689.99	70,689.99		70,689.99	6.5%
06	804	Forestry	(Dept)	3	5.4%	3	0	0	0%	0	3	2,038.90	6,116.71		6,116.71	0.6%
06	8	Public Works	(Sub-Loc)	7	12.5%	5	2	0	0%	0	7	11,604.74	81,233.21		81,233.21	7.5%
06	01	Village of Hoffman Estates	(Loc)	56	100.0%	34	12	10	18%	0	56	19,372.39	1,084,854.03		1,084,854.03	100.0%
Totals for 2006 Claims:				56	100.0%	34	12	10	18%	0	56	19,372.39	1,084,854.03		1,084,854.03	100.0%
07	301	Fire Suppression	(Dept)	9	18.8%	7	0	2	22%	0	9	42,805.36	385,248.23		385,248.23	50.9%
07	303	Emergency Medical Service	(Dept)	7	14.6%	6	0	1	14%	0	7	2,644.72	18,513.01		18,513.01	2.4%
07	3	Fire	(Sub-Loc)	16	33.3%	13	0	3	19%	0	16	25,235.08	403,761.24		403,761.24	53.3%
07	600	Administration	(Dept)	1	2.1%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
07	6	Human Resources Manage	(Sub-Loc)	1	2.1%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
07	700	Patrol	(Dept)	10	20.8%	6	2	2	20%	0	10	17,411.53	174,115.28		174,115.28	23.0%
07	703	Tactical	(Dept)	2	4.2%	2	0	0	0%	0	2	356.16	712.31		712.31	0.1%
07	704	Traffic	(Dept)	4	8.3%	2	1	1	25%	0	4	4,376.80	17,507.19		17,507.19	2.3%
07	7	Police	(Sub-Loc)	16	33.3%	10	3	3	19%	0	16	12,020.92	192,334.78		192,334.78	25.4%
07	800	Streets	(Dept)	3	6.3%	2	0	1	33%	0	3	8,294.56	24,883.69		24,883.69	3.3%
07	801	Water & Sewer	(Dept)	4	8.3%	4	0	0	0%	0	4	1,093.37	4,373.47		4,373.47	0.6%
07	802	Building & Grounds	(Dept)	1	2.1%	1	0	0	0%	0	1	743.84	743.84		743.84	0.1%
07	803	Equipment & Supply	(Dept)	3	6.3%	3	0	0	0%	0	3	1,148.10	3,444.30		3,444.30	0.5%
07	804	Forestry	(Dept)	4	8.3%	3	0	1	25%	0	4	31,828.77	127,315.08		127,315.08	16.8%
07	8	Public Works	(Sub-Loc)	15	31.3%	13	0	2	13%	0	15	10,717.36	160,760.38		160,760.38	21.2%
07	01	Village of Hoffman Estates	(Loc)	48	100.0%	36	4	8	17%	0	48	15,767.84	756,856.40		756,856.40	100.0%
Totals for 2007 Claims:				48	100.0%	36	4	8	17%	0	48	15,767.84	756,856.40		756,856.40	100.0%
08	200	Accounting	(Dept)	1	1.6%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
08	206	Customer Service	(Dept)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	2	Finance	(Sub-Loc)	2	3.1%	1	1	0	0%	0	2	0.00	0.00		0.00	0.0%
08	300	Administration	(Dept)	1	1.6%	1	0	0	0%	0	1	3,466.28	3,466.28		3,466.28	0.7%
08	301	Fire Suppression	(Dept)	14	21.9%	11	2	1	7%	0	14	1,747.67	24,467.38		24,467.38	4.8%
08	303	Emergency Medical Service	(Dept)	22	34.4%	17	2	3	14%	0	22	10,444.02	229,768.34		229,768.34	44.8%
08	3	Fire	(Sub-Loc)	37	57.8%	29	4	4	11%	0	37	6,964.92	257,702.00		257,702.00	50.2%
08	400	Manager's Office	(Dept)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	4	General Government	(Sub-Loc)	1	1.6%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
08	700	Patrol	(Dept)	7	10.9%	4	0	3	43%	0	7	8,533.91	59,737.37		59,737.37	11.6%
08	701	Investigations	(Dept)	1	1.6%	0	0	1	100%	0	1	80,561.35	80,561.35		80,561.35	15.7%
08	703	Tactical	(Dept)	2	3.1%	2	0	0	0%	0	2	953.81	1,907.61		1,907.61	0.4%
08	704	Traffic	(Dept)	1	1.6%	0	1	0	0%	0	1	8,049.19	8,049.19		8,049.19	1.6%
08	705	Canine	(Dept)	1	1.6%	1	0	0	0%	0	1	5,940.13	5,940.13		5,940.13	1.2%
08	7	Police	(Sub-Loc)	12	18.8%	7	1	4	33%	0	12	13,016.30	156,195.65		156,195.65	30.4%
08	800	Streets	(Dept)	5	7.8%	4	1	0	0%	0	5	661.38	3,306.90		3,306.90	0.6%
08	801	Water & Sewer	(Dept)	5	7.8%	4	1	0	0%	0	5	410.40	2,052.00		2,052.00	0.4%



**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
**From: 12/31/1996 Through: 02/28/2018**

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
08	804	Forestry	(Dept)	2	3.1%	1	0	1	50%	0	2	46,969.21	93,938.41		93,938.41	18.3%
08	8	Public Works	(Sub-Loc)	12	18.8%	9	2	1	8%	0	12	8,274.78	99,297.31		99,297.31	19.3%
08	01	Village of Hoffman Estates	(Loc)	64	100.0%	46	9	9	14%	0	64	8,018.67	513,194.96		513,194.96	100.0%
Totals for 2008 Claims:				64	100.0%	46	9	9	14%	0	64	8,018.67	513,194.96		513,194.96	100.0%
09	300	Administration	(Dept)	2	3.8%	1	1	0	0%	0	2	7,601.49	15,202.97		15,202.97	2.2%
09	301	Fire Suppression	(Dept)	14	26.4%	11	3	0	0%	0	14	4,642.64	64,996.99		64,996.99	9.3%
09	303	Emergency Medical Service	(Dept)	20	37.7%	13	4	3	15%	0	20	17,948.22	358,964.35		358,964.35	51.1%
09	3	Fire	(Sub-Loc)	36	67.9%	25	8	3	8%	0	36	12,199.01	439,164.31		439,164.31	62.6%
09	600	Administration	(Dept)	1	1.9%	0	0	1	100%	0	1	19,350.10	19,350.10		19,350.10	2.8%
09	6	Human Resources Manage	(Sub-Loc)	1	1.9%	0	0	1	100%	0	1	19,350.10	19,350.10		19,350.10	2.8%
09	700	Patrol	(Dept)	8	15.1%	2	2	4	50%	0	8	18,574.08	148,592.67		148,592.67	21.2%
09	704	Traffic	(Dept)	1	1.9%	1	0	0	0%	0	1	2,457.38	2,457.38		2,457.38	0.4%
09	707	Records	(Dept)	1	1.9%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
09	7	Police	(Sub-Loc)	10	18.9%	4	2	4	40%	0	10	15,105.01	151,050.05		151,050.05	21.5%
09	800	Streets	(Dept)	1	1.9%	0	0	1	100%	0	1	85,580.51	85,580.51		85,580.51	12.2%
09	801	Water & Sewer	(Dept)	2	3.8%	2	0	0	0%	0	2	592.65	1,185.30		1,185.30	0.2%
09	803	Equipment & Supply	(Dept)	1	1.9%	0	1	0	0%	0	1	4,634.90	4,634.90		4,634.90	0.7%
09	804	Forestry	(Dept)	2	3.8%	2	0	0	0%	0	2	551.70	1,103.40		1,103.40	0.2%
09	8	Public Works	(Sub-Loc)	6	11.3%	4	1	1	17%	0	6	15,417.35	92,504.11		92,504.11	13.2%
09	01	Village of Hoffman Estates	(Loc)	53	100.0%	33	11	9	17%	0	53	13,246.58	702,068.57		702,068.57	100.0%
Totals for 2009 Claims:				53	100.0%	33	11	9	17%	0	53	13,246.58	702,068.57		702,068.57	100.0%
10	200	Accounting	(Dept)	2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.7%
10	2	Finance	(Sub-Loc)	2	4.8%	0	1	1	50%	0	2	21,935.31	43,870.61		43,870.61	7.7%
10	250	PPO Payments	(Dept)	1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.5%
10	25	PPO Payments	(Sub-Loc)	1	2.4%	1	0	0	0%	0	1	25,802.19	25,802.19		25,802.19	4.5%
10	301	Fire Suppression	(Dept)	8	19.0%	3	5	0	0%	0	8	3,252.66	26,021.31		26,021.31	4.6%
10	303	Emergency Medical Service	(Dept)	8	19.0%	4	1	3	38%	0	8	22,624.71	180,997.64		180,997.64	31.9%
10	3	Fire	(Sub-Loc)	16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	36.4%
10	700	Patrol	(Dept)	15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.7%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
10	7	Police	(Sub-Loc)	15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.7%
10	800	Streets	(Dept)	3	7.1%	2	1	0	0%	0	3	251.71	755.12		755.12	0.1%
10	801	Water & Sewer	(Dept)	3	7.1%	3	0	0	0%	0	3	2,370.53	7,111.59		7,111.59	1.3%
10	802	Building & Grounds	(Dept)	1	2.4%	1	0	0	0%	0	1	541.00	541.00		541.00	0.1%
10	804	Forestry	(Dept)	1	2.4%	0	1	0	0%	0	1	17,684.94	17,684.94		17,684.94	3.1%
10	8	Public Works	(Sub-Loc)	8	19.0%	6	2	0	0%	0	8	3,261.58	26,092.65		26,092.65	4.6%
10	01	Village of Hoffman Estates	(Loc)	42	100.0%	21	13	8	19%	0	42	13,527.26	568,144.90		568,144.90	100.0%
Totals for 2010 Claims:				42	100.0%	21	13	8	19%	0	42	13,527.26	568,144.90		568,144.90	100.0%
11	200	Accounting	(Dept)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	2	Finance	(Sub-Loc)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	250	PPO Payments	(Dept)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11	25	PPO Payments	(Sub-Loc)	1	3.2%	1	0	0	0%	0	1	20,457.16	20,457.16		20,457.16	2.8%
11	301	Fire Suppression	(Dept)	4	12.9%	2	1	1	25%	0	4	63,247.39	252,989.56		252,989.56	34.7%
11	303	Emergency Medical Service	(Dept)	11	35.5%	9	0	2	18%	0	11	19,510.89	214,619.81		214,619.81	29.4%
11	3	Fire	(Sub-Loc)	15	48.4%	11	1	3	20%	0	15	31,173.96	467,609.37		467,609.37	64.1%
11	700	Patrol	(Dept)	10	32.3%	6	1	3	30%	0	10	23,145.83	231,458.29		231,458.29	31.7%
11	703	Tactical	(Dept)	1	3.2%	0	1	0	0%	0	1	6,447.68	6,447.68		6,447.68	0.9%
11	7	Police	(Sub-Loc)	11	35.5%	6	2	3	27%	0	11	21,627.82	237,905.97		237,905.97	32.6%
11	801	Water & Sewer	(Dept)	1	3.2%	1	0	0	0%	0	1	489.57	489.57		489.57	0.1%
11	804	Forestry	(Dept)	1	3.2%	1	0	0	0%	0	1	2,769.16	2,769.16		2,769.16	0.4%
11	805	Clerical	(Dept)	1	3.2%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
11	8	Public Works	(Sub-Loc)	3	9.7%	2	1	0	0%	0	3	1,086.24	3,258.73		3,258.73	0.4%
11	01	Village of Hoffman Estates	(Loc)	31	100.0%	20	5	6	19%	0	31	23,523.59	729,231.23		729,231.23	100.0%
Totals for 2011 Claims:				31	100.0%	20	5	6	19%	0	31	23,523.59	729,231.23		729,231.23	100.0%
12	101	Engineering/Transportation	(Dept)	1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.5%
12	1	Community Development	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	1,556.13	1,556.13		1,556.13	0.5%
12	250	PPO Payments	(Dept)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.3%
12	25	PPO Payments	(Sub-Loc)	1	2.3%	1	0	0	0%	0	1	49,116.23	49,116.23		49,116.23	14.3%
12	301	Fire Suppression	(Dept)	12	27.9%	10	1	1	8%	1	11	2,369.43	25,196.03	3,237.09	28,433.12	8.3%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
12	303	Emergency Medical Service (Dept)	8	18.6%	7	0	1	13%	0	8	21,935.16	175,481.26		175,481.26	51.2%
12	3	Fire (Sub-Loc)	20	46.5%	17	1	2	10%	1	19	10,195.72	200,677.29	3,237.09	203,914.38	59.5%
12	700	Patrol (Dept)	9	20.9%	6	1	2	22%	1	8	8,174.07	73,336.98	229.64	73,566.62	21.4%
12	701	Investigations (Dept)	2	4.7%	1	1	0	0%	0	2	341.20	682.40		682.40	0.2%
12	704	Traffic (Dept)	1	2.3%	1	0	0	0%	0	1	4,940.28	4,940.28		4,940.28	1.4%
12	7	Police (Sub-Loc)	12	27.9%	8	2	2	17%	1	11	6,599.11	78,959.66	229.64	79,189.30	23.1%
12	800	Streets (Dept)	3	7.0%	2	1	0	0%	0	3	296.81	890.43		890.43	0.3%
12	801	Water & Sewer (Dept)	5	11.6%	4	1	0	0%	0	5	1,614.09	8,070.44		8,070.44	2.4%
12	804	Forestry (Dept)	1	2.3%	1	0	0	0%	0	1	257.70	257.70		257.70	0.1%
12	8	Public Works (Sub-Loc)	9	20.9%	7	2	0	0%	0	9	1,024.29	9,218.57		9,218.57	2.7%
12	01	Village of Hoffman Estates (Loc)	43	100.0%	34	5	4	9%	2	41	7,976.62	339,527.88	3,466.73	342,994.61	100.0%
<b>Totals for 2012 Claims:</b>			<b>43</b>	<b>100.0%</b>	<b>34</b>	<b>5</b>	<b>4</b>	<b>9%</b>	<b>2</b>	<b>41</b>	<b>7,976.62</b>	<b>339,527.88</b>	<b>3,466.73</b>	<b>342,994.61</b>	<b>100.0%</b>
13	102	Planning (Dept)	1	2.6%	0	1	0	0%	0	1	481.33	481.33		481.33	0.1%
13	1	Community Development (Sub-Loc)	1	2.6%	0	1	0	0%	0	1	481.33	481.33		481.33	0.1%
13	200	Accounting (Dept)	1	2.6%	1	0	0	0%	0	1	342.41	342.41		342.41	0.1%
13	2	Finance (Sub-Loc)	1	2.6%	1	0	0	0%	0	1	342.41	342.41		342.41	0.1%
13	301	Fire Suppression (Dept)	8	20.5%	6	2	0	0%	0	8	3,862.32	30,898.53		30,898.53	7.0%
13	303	Emergency Medical Service (Dept)	6	15.4%	3	1	2	33%	0	6	35,673.45	214,040.72		214,040.72	48.2%
13	3	Fire (Sub-Loc)	14	35.9%	9	3	2	14%	0	14	17,495.66	244,939.25		244,939.25	55.1%
13	700	Patrol (Dept)	12	30.8%	4	2	6	50%	3	9	13,996.49	157,583.08	10,374.85	167,957.93	37.8%
13	701	Investigations (Dept)	1	2.6%	1	0	0	0%	0	1	1,134.37	1,134.37		1,134.37	0.3%
13	7	Police (Sub-Loc)	13	33.3%	5	2	6	46%	3	10	13,007.10	158,717.45	10,374.85	169,092.30	38.1%
13	801	Water & Sewer (Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.5%
13	804	Forestry (Dept)	1	2.6%	1	0	0	0%	0	1	471.75	471.75		471.75	0.1%
13	8	Public Works (Sub-Loc)	10	25.6%	9	1	0	0%	0	10	2,943.32	29,433.19		29,433.19	6.6%
13	01	Village of Hoffman Estates (Loc)	39	100.0%	24	7	8	21%	3	36	11,392.01	433,913.63	10,374.85	444,288.48	100.0%
<b>Totals for 2013 Claims:</b>			<b>39</b>	<b>100.0%</b>	<b>24</b>	<b>7</b>	<b>8</b>	<b>21%</b>	<b>3</b>	<b>36</b>	<b>11,392.01</b>	<b>433,913.63</b>	<b>10,374.85</b>	<b>444,288.48</b>	<b>100.0%</b>
14	100	Code Enforcement (Dept)	1	2.0%	0	1	0	0%	0	1	0.00	0.00		0.00	0.0%
14	102	Planning (Dept)	1	2.0%	1	0	0	0%	0	1	642.39	642.39		642.39	0.1%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
14	1	Community Development	(Sub-Loc)	2	4.1%	1	1	0	0%	0	2	321.20	642.39		642.39	0.1%
14	301	Fire Suppression	(Dept)	12	24.5%	9	0	3	25%	1	11	31,744.69	348,138.60	32,797.68	380,936.28	59.2%
14	303	Emergency Medical Service	(Dept)	6	12.2%	3	1	2	33%	0	6	9,013.74	54,082.42		54,082.42	8.4%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	1	17	24,167.71	402,221.02	32,797.68	435,018.70	67.7%
14	401	Cable TV	(Dept)	1	2.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
14	4	General Government	(Sub-Loc)	1	2.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
14	600	Administration	(Dept)	1	2.0%	1	0	0	0%	0	1	2,934.04	2,934.04		2,934.04	0.5%
14	6	Human Resources Manage	(Sub-Loc)	1	2.0%	1	0	0	0%	0	1	2,934.04	2,934.04		2,934.04	0.5%
14	700	Patrol	(Dept)	16	32.7%	12	3	1	6%	0	16	12,041.83	192,669.28		192,669.28	30.0%
14	701	Investigations	(Dept)	1	2.0%	0	1	0	0%	0	1	213.50	213.50		213.50	0.0%
14	704	Traffic	(Dept)	1	2.0%	1	0	0	0%	0	1	1,148.28	1,148.28		1,148.28	0.2%
14	7	Police	(Sub-Loc)	18	36.7%	13	4	1	6%	0	18	10,779.50	194,031.06		194,031.06	30.2%
14	800	Streets	(Dept)	1	2.0%	1	0	0	0%	0	1	972.94	972.94		972.94	0.2%
14	801	Water & Sewer	(Dept)	5	10.2%	3	2	0	0%	0	5	1,205.25	6,026.24		6,026.24	0.9%
14	804	Forestry	(Dept)	3	6.1%	3	0	0	0%	0	3	1,103.67	3,311.00		3,311.00	0.5%
14	8	Public Works	(Sub-Loc)	9	18.4%	7	2	0	0%	0	9	1,145.58	10,310.18		10,310.18	1.6%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	1	48	13,121.15	610,138.69	32,797.68	642,936.37	100.0%
<b>Totals for 2014 Claims:</b>				<b>49</b>	<b>100.0%</b>	<b>35</b>	<b>8</b>	<b>6</b>	<b>12%</b>	<b>1</b>	<b>48</b>	<b>13,121.15</b>	<b>610,138.69</b>	<b>32,797.68</b>	<b>642,936.37</b>	<b>100.0%</b>
15	100	Code Enforcement	(Dept)	1	3.4%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	1	Community Development	(Sub-Loc)	1	3.4%	1	0	0	0%	0	1	371.99	371.99		371.99	0.1%
15	301	Fire Suppression	(Dept)	9	31.0%	5	1	3	33%	1	8	29,343.07	252,906.50	11,181.09	264,087.59	62.5%
15	303	Emergency Medical Service	(Dept)	6	20.7%	4	0	2	33%	0	6	12,038.88	72,233.27		72,233.27	17.1%
15	3	Fire	(Sub-Loc)	15	51.7%	9	1	5	33%	1	14	22,421.39	325,139.77	11,181.09	336,320.86	79.6%
15	505	Immunization	(Dept)	1	3.4%	1	0	0	0%	0	1	958.06	958.06		958.06	0.2%
15	5	Health & Human Services	(Sub-Loc)	1	3.4%	1	0	0	0%	0	1	958.06	958.06		958.06	0.2%
15	700	Patrol	(Dept)	7	24.1%	6	0	1	14%	1	6	10,950.47	53,809.81	22,843.46	76,653.27	18.1%
15	701	Investigations	(Dept)	1	3.4%	0	1	0	0%	0	1	913.00	913.00		913.00	0.2%
15	7	Police	(Sub-Loc)	8	27.6%	6	1	1	13%	1	7	9,695.78	54,722.81	22,843.46	77,566.27	18.4%
15	800	Streets	(Dept)	1	3.4%	1	0	0	0%	0	1	184.04	184.04		184.04	0.0%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/ Claim	Paid	Outstanding	Total Incurred	% Of Total
15	801	Water & Sewer	(Dept)	1	3.4%	1	0	0	0%	0	1	582.07	582.07		582.07	0.1%
15	802	Building & Grounds	(Dept)	1	3.4%	1	0	0	0%	0	1	361.60	361.60		361.60	0.1%
15	804	Forestry	(Dept)	1	3.4%	1	0	0	0%	0	1	6,160.47	6,160.47		6,160.47	1.5%
15	8	Public Works	(Sub-Loc)	4	13.8%	4	0	0	0%	0	4	1,822.05	7,288.18		7,288.18	1.7%
15	01	Village of Hoffman Estates	(Loc)	29	100.0%	21	2	6	21%	2	27	14,569.15	388,480.81	34,024.55	422,505.36	100.0%
Totals for 2015 Claims:				29	100.0%	21	2	6	21%	2	27	14,569.15	388,480.81	34,024.55	422,505.36	100.0%
16	301	Fire Suppression	(Dept)	3	8.1%	2	1	0	0%	0	3	466.15	1,398.44		1,398.44	0.2%
16	303	Emergency Medical Service	(Dept)	4	10.8%	2	0	2	50%	2	2	52,598.90	99,681.00	110,714.60	210,395.60	33.5%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	2	5	30,256.29	101,079.44	110,714.60	211,794.04	33.7%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	1	15	22,397.40	254,845.01	103,513.39	358,358.40	57.1%
16	701	Investigations	(Dept)	1	2.7%	1	0	0	0%	0	1	7,112.66	7,112.66		7,112.66	1.1%
16	703	Tactical	(Dept)	1	2.7%	1	0	0	0%	0	1	140.43	140.43		140.43	0.0%
16	7	Police	(Sub-Loc)	18	48.6%	15	1	2	11%	1	17	20,311.75	262,098.10	103,513.39	365,611.49	58.2%
16	800	Streets	(Dept)	1	2.7%	1	0	0	0%	0	1	329.95	329.95		329.95	0.1%
16	801	Water & Sewer	(Dept)	4	10.8%	3	1	0	0%	0	4	4,394.90	17,579.60		17,579.60	2.8%
16	803	Equipment & Supply	(Dept)	3	8.1%	2	1	0	0%	0	3	7,918.56	23,755.68		23,755.68	3.8%
16	804	Forestry	(Dept)	3	8.1%	3	0	0	0%	0	3	2,216.74	6,650.22		6,650.22	1.1%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	0	11	4,392.31	48,315.45		48,315.45	7.7%
16	9	Information Systems	(Sub-Loc)	1	2.7%	1	0	0	0%	0	1	2,371.46	2,371.46		2,371.46	0.4%
16	01	Village of Hoffman Estates	(Loc)	37	100.0%	29	4	4	11%	3	34	16,975.47	413,864.45	214,227.99	628,092.44	100.0%
Totals for 2016 Claims:				37	100.0%	29	4	4	11%	3	34	16,975.47	413,864.45	214,227.99	628,092.44	100.0%
17	301	Fire Suppression	(Dept)	1	5.6%	0	0	1	100%	1	0	104,518.00	2,331.90	102,186.10	104,518.00	33.1%
17	303	Emergency Medical Service	(Dept)	5	27.8%	3	0	2	40%	2	3	40,859.65	38,506.72	165,791.53	204,298.25	64.7%
17	3	Fire	(Sub-Loc)	6	33.3%	3	0	3	50%	3	3	51,469.38	40,838.62	267,977.63	308,816.25	97.8%
17	700	Patrol	(Dept)	5	27.8%	5	0	0	0%	0	5	613.38	3,066.91		3,066.91	1.0%
17	701	Investigations	(Dept)	1	5.6%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
17	703	Tactical	(Dept)	1	5.6%	1	0	0	0%	0	1	1,064.98	1,064.98		1,064.98	0.3%
17	7	Police	(Sub-Loc)	7	38.9%	7	0	0	0%	0	7	590.27	4,131.89		4,131.89	1.3%
17	800	Streets	(Dept)	1	5.6%	1	0	0	0%	0	1	2,186.65	2,186.65		2,186.65	0.7%

**EMPLOYER'S CLAIM SERVICE, INC.**  
**POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY**  
 From: 12/31/1996 Through: 02/28/2018

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
17	804	Forestry	(Dept)	4	22.2%	4	0	0	0%	1	3	187.23	748.92		748.92	0.2%
17	8	Public Works	(Sub-Loc)	5	27.8%	5	0	0	0%	1	4	587.11	2,935.57		2,935.57	0.9%
17	01	Village of Hoffman Estates	(Loc)	18	100.0%	15	0	3	17%	4	14	17,549.10	47,906.08	267,977.63	315,883.71	100.0%
Totals for 2017 Claims:				18	100.0%	15	0	3	17%	4	14	17,549.10	47,906.08	267,977.63	315,883.71	100.0%
18	700	Patrol	(Dept)	1	100.0%	1	0	0	0%	1	0	0.00	0.00		0.00	
18	7	Police	(Sub-Loc)	1	100.0%	1	0	0	0%	1	0	0.00	0.00		0.00	
18	01	Village of Hoffman Estates	(Loc)	1	100.0%	1	0	0	0%	1	0	0.00	0.00		0.00	
Totals for 2018 Claims:				1	100.0%	1	0	0	0%	1	0	0.00	0.00		0.00	
250	Village of Hoffman Estates			806		536	131	139		17	789	14,086.97	10,716,790.27	637,306.99	11,354,097.26	

Open Medical: 2  
 Open Comp: 0  
 Open Legal: 15

# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** GAP Committee  
**FROM:** Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board  
**RE:** *Monthly Community Engagement Report*  
**DATE:** Friday, March 9, 2018

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**General administration:** The Mayor's office regularly receives invitations to events, mail or email correspondence regarding a variety of issues, responses which need to be coordinated with Mr. Norris and department heads, and requests for legislative response depending on the issue. The Office also receives occasional phone, email and written requests to meet with officials and staff on various projects or other issues; meetings which are organized through me. These are on-going functions. I typically attend meetings that involve community organizations or other areas of similar interest. (Other duties as needed.)

**Donations:**

Provided to Beth Tikvah and St. Theresa's for upcoming events in March.

**Letters of support:**

Provided to Fairview Elementary School for their yearbook (3/12/18)

Provided to Delta Sigma Theta Sorority for their Cotillion Ball scheduled for April (3/9/18)

*The Mayor's Office receives frequent requests for letters of support (or proclamations) for various events. These are completed on an as needed basis.*

**PARTNERSHIPS**

**School Presentations and Activities:**

**In Progress:**

**Fairview Elementary:** Fairview is celebrating their 60<sup>th</sup> Anniversary. Working with their staff on a proclamation. The assembly event for 4/24 has been added to the calendar.

**Completed:**

**Jane Addams Junior High School** – Worked with Mayor McLeod on a student presentation to compliment the school's "Career Day" program. The presentation was done on (3/7/18). The video from the Mayor's Community Breakfast was featured along with a Q&A session.

**Beth Tikvah:** 60<sup>th</sup> Anniversary proclamation was completed. Mayor and Board attended the celebration on Friday 3/16.

**Hoffman Estates Park District:**

**In Progress:**

**Easter** – Booked for Park Hunts – 3/31/18

**Kids to Parks Day Activity** – set for 4/19/18

**Dean Bostrom Retirement Proclamation** – Mayor / Trustees / Clerk to attend 4/24 board meeting at the park district to present Dean with this proclamation. Proclamation is in progress.

**Play Ball Initiative: Details TBD**

**RECEPTIONS / Special Recognition Initiatives**

**Completed:**

**Police Explorers Graduation** – Held at Village Hall 2/19

**Emerging Tech Meeting** – assisted in the organization of this meeting for Trustee Pilafas and members of ETC. Meeting held 3/1/18.

**In Progress:**

**Citizens Police Academy Graduation** – to be held 4/2 at Village Hall

**Hoffman Hawks Girls Bowling Reception** – to be held 4/16 at Village Hall (certificates coordinated through the Mayor's office along with a proclamation. Rep. Fred Crespo's office will also provide certificates of achievement from the State.)

**Hoffman Estates Redhawks Football and Cheer Teams Reception: TBD**

**Student Art Reception** – set for 5/7

**TRAVEL**

**Completed:**

**NLC Congressional City Conference** – Completed

**In Progress:**

**Springfield / NWMC Legislative Days** – April 10 – 12 (Mayor McLeod and Trustee Stanton)

**Springfield / IML Legislative Day** – April 25 (Mayor McLeod and Trustee Stanton)

**USCM 86<sup>th</sup> Annual Summer Meeting (Boston, MA)** – June 8 – 11 (Mayor)

**ON-GOING INITIATIVES**

**Communication/Writing/Social Media:** March citizen column submitted. Continue to work collaboratively on social media and communications for community and general village events.

**Website Refresh Team:** Working with Dan O'Malley, Ryan Johnson and Parth Joshi (development services) on this project as needed. Currently updating the website during Suzanne's absence – standing committee meeting minutes, updating of RFP, RFQ and Bids page, updating home page rotation, other pages as needed.

**Wine Wednesday:** Wine Wednesday held at Main Event on 2/28. People continue to bring nonperishable food donations for our pantry locations. Main Event was well attended and we heard lots of compliments. First Place will host on March 28.



**NWMC Communications Group (Chair):** Meeting to be held on 4/18.

**Proclamations/Great Citizen Awards:** (presented 2/5/18) Mark Mueller Day (25 Years Service), Daniel Grobe Day (20 Years Service), Daniel Kurzawinski Day (20 Years Service), Mark Lauder Day (20 Years Service), National Library Lovers Month, National Teen Dating Violence Awareness Month, American Heart Month. (presented 2/19/18) Engineers Week. (presented 2/28) Assembly Bar 40<sup>th</sup> Anniversary.

**Eagle Court of Honor / Blue and Gold Ceremonies:**

B/G Pack #100 – 2/10/18, B/G Pack #399 – 2/17/18

Eagle Court of Honor – Brian Patrick O’Hara – 2/11/2018

**EVENTS / MEETINGS / RECEPTIONS (Board Attended)**

Heart of Hoffman Estates Filming	- 2/6 (Mayor and Jenn Djordjevic / select staff)
Celtic Fest Committee Meeting	- 2/6 (Mayor)
NWMC Executive Committee	- 2/7 (Mayor)
Advanced Wellness Ribbon Cutting	- 2/7 (Board)
Harper College / Veteran’s Center Ribbon	- 2/8 (Mayor)
Veteran’s Memorial Ceremony	- 2/11
Eagle Court / Brian Patrick O’Hara	-2/11
Trustee Meetings / Dinner / Committees	- 2/12
Mayor’s End of Year Filming	- 2/12 (Mayor)
Valentine Luncheon / Senior Commission	- 2/14
Random Acts at Alden Poplar	- 2/14 (Mayor, Gaeta, Stanton)
Pack #399 Blue and Gold	- 2/17
Black History Month Event	- 2/17 (Gaeta, Newell)
Polar Plunge	- 2/18 (Pilafas)
Veteran’s Memorial Ceremony	- 2/18
VBM / Police Explorer Reception / Dinner	- 2/19
HHS Heart Healthy Cook-off	- 2/22 (Mayor, Clerk Romanoff)
Barr. Square Animal Hospital Cutting	- 2/24
Teen Job Fair	- 2/24
Veteran’s Memorial Ceremony	- 2/25
Committee Meetings	- 2/26
Mayor’s Annual Update Breakfast	- 2/28
Wine Wednesday	- 2/28
Assembly 40 <sup>th</sup> Anniversary	- 2/28
40 <sup>th</sup> Annual Legislative Breakfast	- 3/3
Once on this Island HEHS performance	- 3/3 (Pilafas, Arnet)
Eagle Court / Kyle Devery	- 3/4
French Artist Tour	- 3/5
Jim Norris B-Day dinner	- 3/5
VBM	- 3/5
MacArthur Science Fair judging	- 3/6 (Mayor)
Celtic Fest Meeting	- 3/6

Jane Addams School presentation	- 3/7
Code 3 meeting (rosedale lane)	- 3/7
Code 3 meeting (Glendale lane)	- 3/8
Spring Luncheon / St. Patrick	- 3/9
Live Drawing Concert	- 3/9

**EVENTS / MEETINGS / RECEPTIONS (Director of Ops Attended)**

Heart of Hoffman Estates Filming	- 2/6
Management Team Meeting	- 2/6
Celtic Fest Committee Meeting	- 2/6
Supervisor Training (through HRM)	- 2/7
Advanced Wellness Ribbon Cutting	- 2/7
Website migration meeting	- 2/8
Valentine Luncheon / Senior Commission	- 2/14
Random Acts at Alden Poplar	- 2/14
Black History Month Event	- 2/17
VBM / Police Explorer Reception / Dinner	- 2/19
Employee Wellness Committee	- 2/21
HHS Heart Healthy Cook-off	- 2/22
Higgins Education Center Advisory	- 2/26
Mayor's Annual Update Breakfast	- 2/28
Jane Addams School presentation	- 3/7

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Jennifer Djordjevic  
Dir. Of Operations and Outreach / Office of the Mayor and Board