

AGENDA
GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
VILLAGE OF HOFFMAN ESTATES
June 18, 2018

Immediately Following Planning, Building & Zoning Committee

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 – May 14 & June 4, 2018**

NEW BUSINESS

- 1. Discussion regarding Legislative Update.
- 2. Request approval of a Resolution to include certain taxable payments as Illinois Municipal Retirement Fund (IMRF) earnings.

REPORTS (INFORMATION ONLY)

- 1. Cable TV Monthly Report.
- 2. Human Resources Management Monthly Report.
- 3. Legislative Operations & Outreach Monthly Report.

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

(Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office).

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**

May 14, 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
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Econ. Dev. Coordinator
Mike Hankey, Director of Transportation
Patrick Seger, Director of HRM
Patrick Fortunato, Fire Chief
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Anthony Fashoda, Asst. Director of Finance
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. Village Manager**

The General Administration & Personnel Committee meeting was called to order at 8:06 p.m.

II. Approval of Minutes

Motion by Trustee Mills, seconded by Trustee Gaeta, to approve the General Administration & Personnel Committee meeting minutes of April 9, 2018. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Special General Administration & Personnel Committee meeting minutes of April 23, 2018. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request acceptance of the Cable TV Monthly Report.

The Cable TV Monthly Report was presented to Committee.

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

2. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was presented to Committee.

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

3. Request acceptance of Legislative Operations and Outreach Monthly Report – deferral requested.

The Legislative Operations and Outreach Monthly Report was presented to Committee.

Motion by Trustee Mills, seconded by Trustee Gaeta, to defer 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 Mayor McLeod, to adjourn the meeting at 8:07 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

Special GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES

June 4, 2018

I. Roll Call

Members in Attendance:

**Karen Arnet, Chairman
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:**

**Art Janura, Corporation Counsel
Patti Cross, Asst. Corporation Counsel
Dan O'Malley, Deputy Village Manager
Patrick Fortunato, Acting Fire Chief
Alan Wenderski, Village Engineer
Ted Bos, Police Chief
Joe Nebel, Director of Public Works
Audra Marks, Asst. Director of HHS
Fred Besenhoffer, Director of IS
Suzanne Ostrovsky, Asst. to the Village Mgr.
Bev Romanoff, Village Clerk
Ben Gibbs, GM Sears Centre
Bruce Anderson, CATV Coordinator**

The Special General Administration & Personnel Committee meeting was called to order at 7:45 p.m.

NEW BUSINESS

1. Request approval of 2018-2019 short-term and ongoing Village Board goals.

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

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve 2018-2019 short-term and ongoing Village Board goals. Voice vote taken. All ayes. Motion carried.

II. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Mills, to adjourn the meeting at 7:46 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Discussion regarding the legislative update

MEETING DATE: June 18, 2018

COMMITTEE: General Administration & Personnel Committee

FROM: Suzanne Ostrovsky, Assistant to the Village Manager

PURPOSE: To provide discussion and information on recent state legislation that may impact the Village of Hoffman Estates

DISCUSSION: The Illinois General Assembly adjourned on May 31, having produced a budget approved by both the House and the Senate on time for the first time in years. Governor Rauner signed the State Fiscal Year (SFY) 2019 Budget into law on June 4.

The SFY 2019 Budget includes a number of provisions that will affect municipalities in the coming budget year. The SFY 2019 budget year begins July 1, 2018, at which time these provisions will begin to affect the Village's budget. The following are projected to have the most significant impact:

- The Local Government Distributive Fund (LGDF) will be subject to a "one-time" cut of 5%. This halves the amount of the "one-time" cut in SFY 2018 (10%), with the reduction largely the product of active opposition from municipalities and their representatives. In real dollars, this translates to a loss of revenues to the Village of \$128,750 for the six months remaining in 2018. A comparable loss for the first six months of FY2019 will be incorporated into the Village's FY2019 budget.
- The state has opted to continue its "one-time" collection of an administrative fee related to locally-collected sales taxes, including the Village's Home Rule Sales Tax. This fee has been reduced from 2% in SFY 2018 to 1.5% in SFY 2019. The impact of the 2% fee resulted in a projected loss of revenue for the Village for FY2018 in the amount of \$70,000 annually. The reduced fee starting on July 1, 2018 will result in about \$9,400 of gain to the Village's revenues for the balance of 2018.

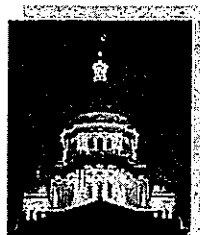
Outside of the budget process, legislation impacting the Qualifications-Based Selection process (QBS) for professional services was approved by both chambers before adjournment. SB 2328 increases the exemption threshold for the QBS process from \$25,000 to \$40,000 and indexes the threshold to inflation. This measure would increase local control over the selection process for professional services from architects, engineers and land surveyors valued at less than \$40,000. The bill will now be sent to the Governor for his consideration.

In addition to the actions of the State, there is a pending national legal decision that could indirectly affect Village revenues. The United States Supreme Court is expected to rule in June on South Dakota v. Wayfair, which relates to the collection of sales taxes for state and local entities from online transactions. Illinois has passed a similar statute, the outcome of which will be largely determined by the South Dakota case. Illinois HB 3342/SB 2577, passed as part of the approved SFY 2019 budget, would require out-of-state retailers that meet certain requirements to collect Use Taxes from online purchases made in Illinois. This could result in a significant, ongoing revenue stream for Illinois municipalities. If South Dakota's law is upheld, the Illinois law would begin to generate revenues on October 1, 2018. The Illinois Commission on Government Forecasting and Accountability (COGFA) estimates that the proposal would collect an estimated \$207 million in new revenues annually, with approximately \$40 million allocated to eligible local governments on a per capita basis.

The General Assembly is now in recess until its scheduled veto sessions in November 2018.

ATTACHMENTS: **Northwest Municipal Conference Legislative Update – June 1, 2018**
Illinois Municipal League 2018 Spring Legislative Session
Summary – June 4, 2018
Illinois Municipal League Statehouse Briefing – June 11, 2018

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NWMC LEGISLATIVE UPDATE

June 1, 2018

State Budget Again Diverts Local Government Revenues

On Wednesday, the Illinois Senate passed the appropriations bill ([House Bill 109](#)) and budget implementation bill ([House Bill 3342](#)) that comprise the state's fiscal year 2019 budget. On Thursday, the House followed suit by concurring on both pieces of legislation. The bills enjoyed broad bipartisan support in both chambers and are expected to be sent to the Governor shortly. With the budget's passage, Northwest Municipal Conference (NWMC) members can expect a \$10.5 to 12 million diversion from state collected local revenues compared to roughly \$18 million in the current state fiscal year.

House Bill 3342 cuts the distribution to the Local Government Distributive Fund (LGDF) by five percent. This marks a continuation of the LGDF "one-time" diversion contained in the state fiscal year 2018 budget, but at a lower percentage (five versus ten percent). Last year, lawmakers quickened payments to local governments in an attempt to soften the LGDF cut. No such mechanism is available this time. NWMC members could see an estimated \$6.3 million reduction in their LGDF distributions depending on how much personal and corporate income tax revenue is collected in the coming year. The NWMC has advocated for a full restoration of the LGDF.

Additionally, House Bill 3342 changes the administrative fee for local home rule and non-home rule sales tax distributions from 2 percent to 1.5 percent. This fee was added as part of the SFY 2018 Budget. The NWMC had been advocating for an end to the administrative fee or an evidence-based rate tied to the actual administrative costs for the Illinois Department of Revenue. At the reduced rate, NWMC members will lose approximately \$2.3 million in the next state fiscal year.

That's a Wrap Until November

For the first time in recent memory, the General Assembly passed a budget with broad, bipartisan support and adjourned for the summer by their scheduled deadline. The budget will now be sent to the Governor, who is expected to sign it.

The General Assembly is scheduled to reconvene for six days of Veto Session with three days beginning on Tuesday, November 13 and three more beginning on Tuesday, November 27.

As has come to be expected in the annual budget cycle, the budget approved by the General Assembly contains a large diversion from the Corporate Personal Property Replacement Tax (CPPRT). The approved budget includes a slight increase in the diversion from last year (\$295 to \$302 million). What started as relatively small diversion in 2011 (under \$30 million), has grown steadily and ballooned with the recent budget impasse. Under initial estimates, NWMC members will lose between \$2 and \$3 million. A large portion of CPPRT goes to other local governments including school districts and park districts.

On a more positive note, House Bill 109 includes roughly 600 pages of capital spending. The bill includes big ticket items like \$172 million for improvements necessary to build the Obama Presidential Library in Jackson

Park and nearly \$54 million for the Quincy Veterans' Home. The bill also includes many smaller appropriations, including just over \$5 million directed toward NWMC members for infrastructure projects.

Finally, HB 3342 amends the Use Tax Act with Marketplace Fairness provisions affecting retailers doing over \$100,000 in sales in Illinois. As reported by the Illinois Municipal League (IML), the language included in the budget mirrors that of Senate Bill 2577 (Sen. Cristina Castro, Rep. Anna Moeller). The provisions would require out-of-state retailers that meet certain requirements to collect Use Taxes from online purchases made in Illinois. South Dakota passed similar legislation, which is being challenged in the Supreme Court Case *South Dakota v. Wayfair*. If the bill is declared constitutional, the Commission on Government Forecasting and Accountability (COGFA) estimated \$207 million in Use Tax revenue annually (\$40 million for local governments).

Pension Investment Consolidation Legislation Introduced

Senate President Cullerton introduced an amendment to Senate Bill 371 on May 29 that would create two new entities: the Downstate Police Pension Investment Fund and the Downstate Firefighters Pension Investment Fund. Both of these entities would be responsible for investment of pension fund assets only and are not a full consolidation of all 656 individual pension fund operations. The amendment did not advance beyond introduction; however, it does contain a number of specific elements that require further evaluation by the Pension Fairness for Illinois Communities Coalition. Although the Senate resolution to have COGFA study various pension consolidation options did not get introduced as we had hoped, it is worth noting that the amendment includes a COGFA study of issues related to the proposed consolidation into these two new funds.

Legislation Pending in the General Assembly

With the General Assembly adjourning for summer, bills that have not passed both chambers will have to wait until the fall veto session for another chance at passage.

BILLS THAT HAVE PASSED BOTH HOUSES

HB 126: PLRA-FIRE FIGHTER DEFINITION

Rep. Kathleen Willis, Sen. Linda Holmes

Synopsis: Amends the Illinois Public Labor Relations Act. Modifies the definition of "fire fighter" in the Act to include paramedics employed by a unit of local government. Effective immediately.

Status: Passed House 105-3, Passed Senate 53-1

NWMC Position: Oppose

HB 127: PSEBA-FIRE FIGHTER DEFINITION

Rep. Kathleen Willis, Sen. Linda Holmes

Synopsis: Replaces everything after the enacting clause. 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.

Status: Passed House 96-7, Passed Senate 49-2

NWMC Position: Oppose

HB 4282: MUNI-TERRITORY DISCONNECTION

Rep. Kelly M. Burke, Sen. Bill Cunningham

Synopsis: Amends the Illinois Municipal Code. Provides that the owner of record of a territory may have the territory disconnected from the corporate limits of a municipality if it does not contain any territory designated as part of a redevelopment project area or any territory otherwise subject to tax increment financing by the municipality. Effective immediately.

Status: Passed House 65-45-2, Passed Senate 58-0

NWMC Position: Support

HB 4541: MUNI CD-FINANCIAL INSTITUTIONS

Rep. Lawrence Walsh, Jr., Sen. David Koehler

Synopsis: Amends the Illinois Municipal Code. Provides that the definition of "financial institution" in the Finance Division of the Code includes any savings bank, savings and loan association, or credit union (rather than savings and loan associations and federally chartered commercial bank or savings and loan association) and regional planning commissions or joint regional planning commissions. Effective immediately.

Status: Passed House 107-0, Passed Senate 58-0

NWMC Position: Support

HB 5221: DISABILITY BENEFIT-FIREFIGHTER

Rep. Kathleen Willis, Sen. Thomas Cullerton

Synopsis: Amends the Public Employee Disability Act. Provides that the term "eligible employee" as used in the Act includes firefighters employed as full-time paramedics or firefighters who perform paramedic duties.

Status: Passed House 101-8, Passed Senate 51-2

NWMC Position: Oppose

SB 2619: MUNI-APPOINTMENT OF FIRE CHIEF

Sen. Neil Anderson, Rep. Kathleen Willis

Synopsis: Amends the Illinois Municipal Code. In provisions regarding appointment of a fire chief, acting chief, the department head, or a position, by whatever title, that is responsible for day-to-day operations of a fire department, limits home rule powers on and after the effective date of the amendatory Act. Effective immediately.

Status: Passed Senate 50-2, Passed House 87-24-3

NWMC Position: Oppose

SB 3119: PEN CD-IMRF-POLICE CHIEFS

Sen. Pamela J. Althoff, Rep. Michael J. Zalewski

Synopsis: Amends the Illinois Municipal Retirement Fund (IMRF) Article of the Illinois Pension Code. Provides that a person who participated as a chief of police in a fund under the Downstate Police Article and returns to work in any capacity with the police department, with any oversight of the police department, or in an advisory capacity for the police department with the same municipality with which that pension was earned, regardless of whether he or she is considered an employee of the police department or is eligible for inclusion in the municipality's downstate police fund, is not considered an employee under the IMRF Article. Effective January 1, 2019. **House Committee Amendment No. 1** further amends the Illinois Pension Code. In the Downstate Firefighter Article, provides that an annual medical examination of a firefighter receiving a disability pension for post-traumatic stress disorder (PTSD) related to his or her service as a firefighter shall not be made if: (1) the firefighter has provided to the board documentation approving the discontinuance of the medical examination from at least 2 physicians; and (2) at least 4 members of the board have voted in the affirmative to allow the firefighter to discontinue the medical examination. In a provision of the Illinois Municipal Retirement Fund (IMRF) Article including in the definition of "sheriff's law enforcement employee" certain police officers and firefighters employed by a participating municipality that adopts a specified resolution, specifies that the provision applies to persons first hired on or after January 1, 2011. Changes the effective date from January 1, 2019 to

immediate. **House Floor Amendment No. 2** provides that an annual medical examination of a firefighter receiving a disability pension for PTSD related to his or her service as a firefighter shall not be made if the firefighter has attained age 45 (in addition to the requirements in House Committee Amendment No. 1).

Status: Passed Senate 54-0, Passed House 106-4, Senate Concurred 58-0

NWMC Position: Oppose as amended (Supported original bill)

SB 3464: COUNTIES/MUNI-CATV FEE AUDITS

Sen. John G. Mulroe, Rep. Natalie A. Manley

Synopsis: Amends the Counties Code and Illinois Municipal Code. Provides that a county's or municipality's initial report of its audit findings to CATV operators shall include the complete list of all addresses within the corporate limits of the county or municipality. Limits the scope of provisions concerning franchise fees and service provider fee reviews. Provides that contingent fees paid to auditors, including subcontractors, may not exceed 25% of the net amount recovered, inclusive of interest and penalties. Provides that counties and municipalities shall provide to each CATV operator an updated complete list of addresses within the corporate limits of the county or municipality annually. In addition, the county or municipality shall provide a CATV operator the updated address list within 90 days after the date of a written request by the CATV operator and before a CATV operator's franchise fees or service provider fees are derived. Holds harmless the CATV operator for any franchise fee underpayment if the county or municipality does not provide the updated address list. **Senate Committee Amendment No. 2** replaces everything after the enacting clause. Reinserts the provisions of the introduced bill with the following changes: provides that a county or municipality may thereafter not commence or conduct another audit for the same audit period or for any part of that same audit period if the county or municipality failed to provide the initial report of the audit findings to the CATV operator within specified timeframes; provides that the audit procedures in specified provisions shall be the exclusive audit procedures for (rather than the provisions apply to): (i) any franchise agreement entered into, amended, or renewed on or after the effective date of the amendatory Act; and (ii) any franchise fee or service provider fee audit of a CATV operator commenced on or after the effective date of the amendatory Act; limits use of address lists provided by a county or municipality and provides that any situs issues identified by a CATV operator as a result of the provision of an address list by a county or municipality to the CATV operator shall first be confirmed in writing to the county or municipality by the CATV operator prior to the CATV operator making any situs change that may result in a change of allocation of a franchise fee or service provider fee to the county or municipality; and removes provisions prohibiting contingent fees paid to auditors, including subcontractors, from exceeding 25% of the net amount recovered, inclusive of interest and penalties. Effective immediately.

Status: Passed Senate 52-0, Passed House 116-0

NWMC Position: Oppose

BILLS THAT HAVE PASSED ORIGINATING CHAMBER

SB 2610: IDOT-ROAD FUND

Sen. James F. Clayborne, Jr.

Synopsis: Amends the Motor Fuel Tax Law. Provides that no municipality, county, or road district that received distributions under this subsection (e) totaling more than \$1,000,000 in the previous State fiscal year shall receive a future distribution of motor fuel tax moneys unless that municipality, county, or road district implements a business enterprise program setting goals for the inclusion of minority, veteran, and female-owned businesses in the procurement of contracts. Amends the Department of Transportation Law of the Civil Administrative Code of Illinois. Provides that the Department of Transportation shall assist municipalities, counties, and road districts in implementing those programs. Effective immediately. **Senate Floor Amendment No. 1** replaces everything after the enacting clause. Reinserts the provisions of the introduced bill, but removes provisions requiring the Department of Transportation to assist municipalities, counties, and road districts in implementing business enterprise programs. Provides that the Department of Transportation shall publish on its website all relevant data

in its possession for establishing regional goals for municipalities, counties, and road districts to implement business enterprise programs. Provides that the posting shall include certain studies and data. Provides that the posting is intended as a public resource for affected municipalities, counties, and road districts, but the Department is not responsible or liable for the implementation of a local business enterprise program. Effective immediately.

Senate Floor Amendment No. 2: In provisions of the Department of Transportation Law of the Civil Administrative Code of Illinois concerning business enterprise program data, provides that the Department of Transportation is not responsible (rather than responsible or liable) in any way for the implementation of a local business enterprise program.

Status: Passed Senate 54-0, Re-referred to House Rules Committee

NWMC Position: Oppose



June 4, 2018

Message to Our Members from IML Executive Director Brad Cole

Being the formal voice for Illinois municipalities at the Statehouse is a primary responsibility of the Illinois Municipal League (IML). IML was founded in 1913, and throughout those 105 years has continuously worked for the benefit of municipalities at both the state and federal levels.

Our legislative advocacy allows us to provide a tangible return on your investment in IML. We appreciate your membership and are pleased to provide the following summary of the 2018 spring legislative session.

Throughout this session of the Illinois General Assembly, IML reviewed over 3,000 new bills, constitutional amendments and resolutions on behalf of our membership. Further, IML pursued an aggressive legislative agenda intended to assist municipal officials, protect local authority and prevent harmful legislation from becoming law.

This summary will be supplemented by future documents detailing what happened during this legislative session. Watch for our "Bills Approved by Both Chambers" document, an updated "Report on Preemption Legislation" and other documents in future issues of the weekly Statehouse Briefing.

Once again, thank you for your membership in the Illinois Municipal League. If you have any questions or comments, please feel welcome to contact me either by phone at (217) 525-1220 or email at bcole@iml.org. Thanks. – BC

General Assembly Passes Bipartisan Fiscal Year 2019 Budget

One of the last actions the General Assembly took was to approve a state budget for State Fiscal Year (SFY) 2019, which starts on July 1, 2018. The budget legislation (available via [this link](#)) was signed into law today by Governor Bruce Rauner.

State Budget Legislation Partially Restores LGDF Cut

The General Assembly approved a state budget that partially restores the 10% cut to the Local Government Distributive Fund (LGDF) adopted in the SFY 2018 budget. In the SFY 2019 budget, LGDF distributions are reduced by 5%. Municipalities and counties will receive 5.757% of total state income tax collections during SFY 2019.

IML advocated aggressively for the restoration of this cut. Our efforts included frequent conversations with the legislative leaders about rescinding the cut and testifying at the Senate Joint Appropriations Committee hearing in support of the full distribution of LGDF. IML coordinated with the regional councils of governments as well as elected and appointed municipal officials in conducting a statewide roll call to pointedly ask legislators if they would oppose a budget that doesn't fully restore the 10% cut that was adopted in the SFY 2018 budget. It is disappointing that we were unable to achieve our goal of full funding, but IML will continue that fight next year and every year thereafter.

Sales Tax Administrative Fee Reduced

The budget reduces the administrative fee on locally imposed sales taxes from 2% to 1.5%. While this may be an improvement for municipal revenues, the reduced rate still far outweighs the actual costs incurred by the state to administer the collection of locally imposed sales taxes and needs to be further reduced. Based on information from the Illinois Department of Revenue (IDOR), the actual percentage needed to cover costs of the collection is closer to 0.5%.

IML initially proposed legislation (HB 4101 – Rep. Anthony DeLuca, D-Chicago Heights/SB 2249 – Sen. Michael Hastings, D-Tinley Park) in fall 2017 to reduce the administrative fee to 1%. While the legislation did not advance, IML pushed for the fee to be reduced during the budget process. IML will continue its advocacy to reduce or eliminate this administrative fee. IML thanks Rep. DeLuca and Sen. Hastings for their leadership on this issue.

CPPRT Diversions Continue

The budget includes a total of approximately \$300 million in diversions from Corporate Personal Property Replacement Tax (CPPRT) revenues. These diversions continue the frustrating erosion of local revenues that has occurred over the last several years out of CPPRT. IML opposes any CPPRT diversions and has proposed finding a long-term solution to eliminate the annual fight to retain this funding.

Marketplace Fairness Act

During the spring session, the Senate took up legislation that would allow the state to recoup use taxes for purchases made by Illinoisans from out-of-state sellers. Currently, the seller must have a physical presence in the state before the state can require collection of sales and use taxes.

The proposal (SB 2577 – Sen. Cristina Castro, D-Elgin/Rep. Anna Moeller, D-Elgin) would require that the Use Tax apply to any purchases made through a seller who undertakes 200 transactions in Illinois or has gross receipts of more than \$100,000 annually from Illinois residents.

The language from SB 2577 was included in the Budget Implementation legislation (HB 3342 – Rep. Arthur Turner, D-Chicago/Sen. Heather Steans, D-Chicago) as a part of the budget.

The legislation mirrors a statute in South Dakota that is the subject of a United States Supreme Court case, *South Dakota v. Wayfair*. The Supreme Court is expected to deliver an opinion on that case in June. If the U.S. Supreme Court upholds South Dakota's law, the Illinois law would generate some revenues that have been lost to Internet sales starting on October 1, 2018.

IML supports the Marketplace Fairness Act and has been a strong proponent of similar legislation both at the state and federal levels.

IML Pursues Aggressive 2018 State Legislative Agenda

IML introduced an expansive agenda with several initiatives intended to provide financial relief to municipal governments. Much of our agenda drew significant opposition from interest groups and political factions restricting the bills from advancing through a difficult political environment. IML's successful initiatives are below.

An IML initiative (SB 2638, Sen. James Clayborne, D-East St. Louis/Rep. Anthony DeLuca, D-Chicago Heights) to clarify that local governments can continue filing their annual audit statements with the Comptroller using the cash-basis method of accounting was approved by the General Assembly. Under the bill, local governments can choose whether to file their annual audits on a cash-basis or accrual method of accounting. Local governments that file their audits using the accrual method after June 30, 2019, would be obligated to continue filing their audits using accrual. This initiative was introduced in response to the Comptroller's attempt to unilaterally mandate accrual-based filings.

Another IML initiative (SB 2328, Sen. Linda Holmes, D-Aurora/Rep. Margo McDermed, R-Mokena) approved by both chambers would protect the value of the exemption allowed within the Local Government Professional Services Selection Act for the Qualifications-Based Selection (QBS) process. The bill increases the exemption threshold from \$25,000 to \$40,000 and indexes it to inflation. Contracts for professional services from architects, engineers and land surveyors valued at less than \$40,000 would be exempt from the full QBS process.

Both of these bills will now be sent to the Governor for his consideration. IML will be communicating with the administration asking for his signature on both pieces of legislation.

In a continuing effort to reduce pension cost obligations facing municipalities, IML drafted and Sen. Pam Althoff (R-McHenry) introduced five bills (SB 3422, 3423, 3424, 3425 and 3426) proposing to consolidate the over 650 downstate and suburban municipal public safety pension funds. The proposals would consolidate the funds to varying degrees, including merging them into the Illinois Municipal Retirement Fund (IMRF), creating separate funds for police and firefighters and consolidating existing pension fund assets for investment purposes.

IML provided testimony about these bills during an April subject matter hearing in the House Personnel and Pensions Committee. We are presently pursuing an independent cost savings analysis for each bill to inform legislators and stakeholders about how each bill would benefit municipalities and taxpayers.

On May 29, 2018, Senate President John J. Cullerton filed Senate Amendment #1 to SB 371. The proposal would allow for downstate police and fire pension boards to opt in to either a Downstate Police Pension Investment Fund or a Downstate Fire Pension Investment Fund that would assume the investment authority of the local boards. A local pension board would have the option to transfer its investment authority (only) to the downstate fund.

The legislation reduces training requirements for local pension fund trustees and allows both downstate investment funds to contract with either the Illinois Municipal Retirement Fund (IMRF) or the Illinois State Board of Investment (ISBI) for administrative, investment, professional, technical or other services or facilities. It also directs the Commission on

Government Forecasting and Accountability (COGFA) to analyze the merits and feasibility of investment consolidation, in direct response to a request from IML.

IML believes that while this proposal takes a step in the right direction, further discussion and modifications will be necessary to achieve significant additional efficiencies and lower costs for communities. IML is continuing to review the language and will work with the Pension Fairness for Illinois Communities Coalition (PFICC) to determine next steps.

IML Advocates For TIF in Task Force's Discussions

The 2017 school funding legislation (SB 1947 – Sen. Andy Manar, D-Bunker Hill/Rep. Will Davis, D-East Hazel Crest) called for the creation of the Tax Increment Financing (TIF) Reform Task Force. This Task Force met in the fall and throughout the spring legislative session, and IML attended and reported on those meetings. With significant input from IML and other constituent groups, the Task Force authored a final report, available via this link, which was released on June 1, 2018.

IML presented significant information that illuminated the powerful positive economic impact TIF has on communities throughout Illinois. IML also submitted comprehensive reform proposals in a February 6 memo, an April 17 memo and an April 23 memo that would improve collaboration with other taxing districts, increase opportunities to utilize TIF, expand flexibility to fund projects within a municipality and ease the burdens of TIF district administration. IML also informed the Task Force that any issues that would restrict municipal authority would be opposed. These proposals and other information, including proposed reforms from other organizations, are available online at iml.org/tif. Data from the Illinois Department of Revenue (IDOR) also established that TIF funding has only a small impact on school funding in the vast majority of Illinois communities that employ this critical development tool.

However, there are a handful of communities where significant portions of the municipality are within TIF districts. Local school officials expressed concern about the impact of TIF on their resources within these communities. School officials were also critical of the ability of municipalities to establish TIF districts despite the objection of the local school district, and questioned the equity of TIF increment transfers between TIF districts, particularly when those transfers diverted funds out of the school district that generated the increment. A more timely and equitable distribution of surplus funds was also proposed by school officials.

Representatives of the Cook County Clerk's office called for increased reporting on the use and distribution of TIF funds and more vigorous oversight of TIF administration. School officials echoed these sentiments, and a significant number of the members of the Task Force seemed supportive of addressing the reporting and oversight issues.

As the recommendations from the forthcoming report matriculate to legislation, IML will remain engaged to protect TIF as an economic development tool and to ensure reform measures do not impose unnecessary burdens or restrictions.

General Assembly Continues to Preempt Municipal Authority in Hiring

Legislation prohibiting home rule municipalities from hiring a fire chief who does not possess specific statutory credentials or who has not served as a firefighter in the appointing jurisdiction for at least 10 years was approved by the General Assembly (SB 2619 – Sen. Neil Anderson, R-Andalusia/Rep. Kathleen Willis, D-Addison). IML actively opposed the bill and will request that Governor Rauner veto the legislation.

A similar bill (SB 1304 – Sen. Neil Anderson, R-Andalusia/Rep. Kathleen Willis, D-Addison) affecting non-home rule municipalities was enacted into law in 2017 over the objections of IML.

Legislation Expanding Definition of Firefighter Passes

Three pieces of legislation expanding the definition of firefighter advanced out of both chambers and now go to the Governor's desk for his signature or veto. These bills are intended to apply to full-time paramedics who don't perform firefighting activities.

HB 126 (Rep. Kathleen Willis, D-Addison/Sen. Linda Holmes, D-Aurora) includes paramedics employed by a unit of local government within the definition of firefighter for the purposes of collective bargaining.

HB 127 (Rep. Kathleen Willis, D-Addison/Sen. Linda Holmes, D-Aurora) adds paramedics and emergency medical technicians employed by a unit of local government under the definition of firefighter and makes them eligible for benefits under the Public Safety Employee Benefits Act (PSEBA).

HB 5221 (Rep. Kathleen Willis, D-Addison/Sen. Linda Holmes, D-Aurora) changes the definition of an eligible employee under the Public Employee Disability Act (PEDA) to include individuals employed as full-time paramedics or firefighters who perform paramedic duties.

IML opposed all three bills based upon the increased costs that municipalities could face and will urge the Governor to veto each bill.

Legislation Attempting Another CPPRT Diversion Fails to Advance

An IML-opposed bill (SB 2260, Sen. Jil Tracy, R-Quincy/Rep. Dan Burke, D-Chicago) to reallocate up to \$4.3 million in CPPRT revenue to certain school districts during SFY 2018 was approved by the Senate but failed to advance in the House. IML testified in the Senate Education Committee against any further diversions of CPPRT from municipalities, highlighting the other revenue cuts municipalities have seen on top of CPPRT diversions. If enacted into law, CPPRT funds would have been taken away from other local governments, including municipalities, in order to fund eligible schools.

The continued reductions in CPPRT funding to municipalities has caused a shift in allocations that IML considers inconsistent with the purpose of CPPRT's original enactment. We have already begun examining how to address CPPRT funding for municipalities and other entities as a long-term issue with the General Assembly.

Property Tax Freeze Legislation Not Addressed

IML has consistently advocated against legislation proposing to permanently freeze property taxes. We have expressed our sentiment in meetings with legislators and administration staff both individually and when property tax freeze legislation is considered by House and Senate committees. We are pleased to report that the General Assembly did not make a serious effort to advance any property tax freeze legislation during the spring session.

This issue will continue to be a topic of discussion for many years, which is why we encourage municipal officials to clearly explain to their residents the purpose and use of local property tax funds.

IML Protects Municipal Interest in Consolidation Discussion

Government consolidation was once again a prime topic of conversation among General Assembly members. IML remains actively engaged in all discussions of consolidation that could impact municipal government.

One proposal (HB 5777 – Rep. Sam Yingling, D-Round Lake Beach/Sen. Thomas Cullerton, D-Villa Park) sought to reduce the signatures required to initiate a referendum on consolidation of contiguous municipalities to 250 electors in each municipality. A favorable outcome of the referendum would trigger the consolidation provisions found in the Union of Contiguous Municipalities statute.

IML opposed this legislation as the petition requirement was far too low and inconsistent with the number of signatures required to initiate other form of government referenda. In addition, the statute proposed for amendment pre-dates the 1970 Illinois Constitution. While the House sponsor was willing to address some of IML's concerns, without substantial additional amendments, IML remained opposed to the legislation.

The measure passed the House on April 27, 2018, but due to IML's advocacy was not called for a vote in the Senate and was amended by the Senate sponsor to make changes to the Counties Code instead.

Consolidation will likely continue to be a popular subject in the General Assembly. IML will continue to advocate to protect municipal interests in consolidation legislation.

Lead Water Service Line Replacement Mandate Pending

SB 3080 (Sen. Heather Steans, D-Chicago) would mandate that municipalities and community water suppliers create a plan within one year of the bill becoming law to remove all known lead service lines within 10 years of plan completion. The cost of this mandate would be significant, and IML opposes the bill because municipalities would be solely responsible for funding the lead service line mitigation.

SB 3080 did not advance during the spring session, but IML anticipates future efforts to move the issue forward. We will continue to advocate against the high costs associated with the proposed legislation while exploring more workable solutions.

SALT Workaround Legislation Debated; IRS to Determine Regulations

The Senate approved HB 4237 (Rep. Jonathan Carroll, D-Northbrook/Sen. Julie Morrison, D-Deerfield) and sent the legislation to the House on May 24, 2018. The House sponsor elected to hold the bill because of disagreements with how the bill was amended in the Senate.

The House sponsor has filed an amendment to SB 3238 (Sen. Don Harmon, D-Oak Park/Rep. Jonathan Carroll, D-Northbrook) to incorporate a more generous tax credit and require that the charitable funds get written authorization from the Internal Revenue Service (IRS). Both proposals attempt to create a mechanism to get around the federal government's State and Local Tax (SALT) deduction cap enacted as a part of the Tax Cuts and Jobs Act signed into law in December 2017.

Both proposals would appear to allow taxpayers to receive a property or income tax credit in exchange for charitable contributions to funds established and controlled by public bodies for public use. IML opposed the legislation due to the lack of clarity about the impact this

could have on municipal revenues at the state level and the ability to deduct these charitable contributions on federal tax returns.

The IRS announced on Wednesday, May 23, 2018, that it is currently developing regulations to address the ability to claim donations to public bodies as charitable donations.

IML opposed both pieces of legislation, and they currently remain in the House. IML urges the General Assembly to wait for guidance from the IRS and to seek further clarity on how this new program will work at the state level.

IML to Provide Guidance on Service-Member Employment Legislation

SB 3547 (Sen. Thomas Cullerton, D-Villa Park/Rep. Linda Chapa LaVia, D-Aurora) would create the Service-Member Employment and Reemployment Rights Act. The bill seeks to address the employment rights of service members, including employment protections and benefits for public employees who are members of a reserve component. This legislation could have an impact on municipalities. The bill was approved by both chambers. If signed into law, the effective date will be January 1, 2019.

IML will be working with stakeholders to develop guidance on what municipalities must do to comply with this legislation if it were to be enacted into law.

General Assembly Considers Aviation Fuel Tax Legislation

An amendment to SB 482 (Sen. John Cullerton, D-Chicago/Rep. Michael Zalewski, D-Riverside) was approved by the House on the last day of session, but the bill did not receive a final vote in the Senate. The bill as amended intends to bring Illinois into conformity with federal rules that require aviation fuel tax revenues to be used strictly for airport-related purposes.

Illinois received a deadline extension of June 30, 2018, to comply with the federal requirements and avoid possibly jeopardizing federal transportation funding. A second deadline extension may now be required since the General Assembly adjourned without passing conforming legislation.

IML is opposed to SB 482 because it requires municipalities to seek approval from the Illinois Department of Transportation (IDOT) before aviation fuel tax revenues are distributed to eligible communities based upon the sale of aviation fuel within their jurisdictions.

IML drafted an alternative bill (HB 5825 - Rep. Robert Pritchard, R-Sycamore) that would require municipalities to confirm with the Illinois Department of Revenue (IDOR) that aviation fuel tax revenues were spent for airport-related purposes after the money had been distributed to the municipalities where the point of sale occurred. IML will continue our advocacy to resolve this issue of federal compliance and has formally requested a meeting with IDOR to work on this issue over the summer months.

Our Advocacy Continues

Once again, thank you for your membership and be assured that, despite the General Assembly's adjournment, IML continues to aggressively advocate at both the state and federal levels on behalf of our 1,298 municipalities. Thank you.



June 11, 2018

This week's *Statehouse Briefing* provides information about the State Fiscal Year (SFY) 2019 budget's impact on municipal revenues, an update on public safety pension reforms and details about IDOT's new highway improvement plan.

More Work to Be Done on Municipal Revenues

Throughout the spring, legislators and legislative leaders negotiated a SFY 2019 budget. When they adjourned on May 31, 2018, the General Assembly passed a complete state budget that was signed into law by Governor Bruce Rauner on Monday, June 4, 2018.

The Illinois Municipal League (IML) made it a top priority to restore the prior reduction to the Local Government Distributive Fund (LGDF). As a result of that advocacy, HB 3342 (Rep. Greg Harris, D-Chicago/Sen. Heather Steans, D-Chicago) partially restores the previous LGDF cut. In the SFY 2018 budget, the General Assembly adopted a 10% one-time cut to municipalities. The cut in the SFY 2019 budget will now be 5% and is also intended to be a one-time cut.

The budget also reduced the sales tax administrative fee (from 2% to 1.5%) on locally imposed sales taxes that was implemented as a part of the previous budget. IML introduced HB 4101 (Rep. Anthony DeLuca, D-Chicago Heights) and SB 2249 (Sen. Michael Hastings, D-Tinley Park), which would have reduced the fee to 1%. IML will continue its advocacy to reduce or eliminate any administrative fee that is not reflective of actual administrative costs.

This year's Corporate Personal Property Replacement Tax (CPPRT) diversion will be over \$300 million. It continues the frustrating diversion of CPPRT revenues from local governments to state operations. IML is currently working to find a long-term solution to the annual fight to retain local CPPRT funding.

The General Assembly also addressed numerous other issues of municipal concern throughout the spring legislative session. IML's *2018 Spring Legislative Summary* highlights IML's advocacy on behalf of our membership. IML has communicated with the General Assembly that more work needs to be done to protect municipal revenues and local decision-making.

IML Releases Model Small Wireless Facilities Act Implementation Materials

On June 1, 2018, IML distributed the final model documents to assist municipalities in implementing allowed regulations under the Small Wireless Facilities Deployment Act (P.A. 100-0585).

These materials include a Model Small Wireless Facilities Deployment Ordinance, a Model Master Pole Attachment Agreement and a Model Small Wireless Facilities Permit Application. All of these documents, including drafters' notes, frequently asked questions and a model press release can be found via this link.

If you have any questions or comments, please feel welcome to contact Amelia Finch, IML Assistant Counsel. She can be reached by email at afinch@iml.org or by phone at (217) 525-1220.

Senate President Introduces Pension Investment Consolidation

Throughout the spring legislative session, IML has been advocating for consolidation of the more than 650 downstate police and fire public safety pension funds (IML's proposals available via this link). IML has been working directly with the Senate President's Office on a resolution to direct the Commission on Government Forecasting and Accountability (COGFA) to study the potential benefits of public safety pension consolidation.

On Tuesday, May 29, Senate President John Cullerton (D-Chicago) introduced an amendment to SB 371 that would provide a voluntary program for investment consolidation of downstate public safety pension funds. Highlights of the proposal are available via this link.

The amendment would create two new investment funds, the Downstate Police Investment Fund and the Downstate Fire Investment Fund. Local police and fire pension boards (excluding Chicago) would then have the option to transfer their investment authority to their respective investment fund.

This proposal is now being reviewed by various stakeholders. While it is clear nothing will be happening in the coming months, IML will continue to advocate for changes to this proposal and other reforms that will help municipalities and taxpayers realize significant efficiencies and cost savings. Input and suggestions from our members on this topic are always welcomed.

Governor and IDOT Announce Six-Year Infrastructure Plan

On Tuesday, May 29, Governor Rauner and Illinois Department of Transportation (IDOT) Secretary Randall Blankenhorn announced a six-year plan to invest more than \$11 billion in roads and bridges across the state.

Based on funding levels, the FY 2019-2024 Proposed Highway Improvement Program aims to enhance over 1,900 miles of road and 525 bridges in the state. It also includes funding for upgrades to more than 750 miles of local roads and more than 922,000 square feet of local bridges.

For more information on the plan and what improvements are proposed, visit IDOT's website via this link.

IML Offers Two Workshops on Liquor Licensing and Regulation

IML will be hosting a workshop on Liquor Licensing and Regulation on June 26, 2018, in Springfield and on July 30, 2018, in Bolingbrook. Both events will be from 1:30 p.m. to 5:00 p.m. with registration starting at 1:00 p.m.

The afternoon will include a presentation from Klein, Thorpe and Jenkins and a panel discussion with the Illinois Gaming Machine Operators Association and the Illinois Liquor Control Commission.

Registration is \$35, which includes a copy of IML's Liquor Licensing and Regulation manual. Seating is limited – register online at iml.org/workshop.

IML's Annual Conference Registration Opens Today

Registration is now open for IML's 2018 Annual Conference which will be held at the Hilton Chicago September 20-22, 2018. Join more than 2,000 conference attendees for an opportunity to network and learn from industry experts and seasoned municipal government leaders. To register, visit iml.org/conference. Hotel reservations are available via this link. Stay tuned for a complete list of conference sessions coming soon.

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. Thank you.

COMMITTEE AGENDA ITEM VILLAGE OF HOFFMAN ESTATES

SUBJECT: Consideration of a Resolution to discontinue the reporting of health insurance opt-out payments made to employees who elect to opt-out of the Village's Health Insurance plan as reportable earnings with the Illinois Municipal Retirement Fund (IMRF)

MEETING DATE: June 18, 2018

COMMITTEE: General Administration & Personnel

FROM: Patrick J. Seger, Human Resources Management Director

PURPOSE: IMRF no longer requires communities to report Health Insurance opt-out payments as reportable earnings for purposes of IMRF retirement. After researching other public retirement funds, however, IMRF has given municipalities the option to either include or not include those benefit payments as reportable.

BACKGROUND: Since 2004, the Village of Hoffman Estates has offered a health insurance opt-out cash benefit to employees as an option instead of participating in the Village's health insurance program. Those payments were originally required by IMRF to be reportable earnings for IMRF pension purposes. The program has been beneficial for both the IMRF employees and the Village because of the health insurance savings for the Village and the opt-out payment for the employee.

DISCUSSION: Staff concurs with IMRF in that payments made to employees for purposes of Health Insurance opt-out should no longer be reportable as earnings. Staff understands that discontinuing that benefit for current IMRF employees who are in the health insurance opt-out program would negatively impact those employees. There are currently 20 IMRF employees who are currently participating in the health insurance opt-out program. Staff recommends grandfathering those employees. It is believed that this approach will take the appropriate step in following the IMRF's new interpretation of no longer defining health insurance opt-out payments as reportable, however, still maintain a long standing benefit for the IMRF employees who are currently participating in this program.

RECOMMENDATION: Staff recommends that the Village Board approve a resolution that grandfathers current Village IMRF employees who are ongoing participants in the Health Insurance Opt-Out Program. Also, within the Resolution, effective June 18, 2018, payments made to employees who are either hired or join the Health Insurance Opt-out program after that date, would not have those payments recognized as reportable IMRF earnings.

VILLAGE OF HOFFMAN ESTATES

**A RESOLUTION TO INCLUDE CERTAIN TAXABLE PAYMENTS
AS ILLINOIS MUNICIPAL RETIREMENT FUND (IMRF) EARNINGS**

WHEREAS, on December 15, 2017 the Illinois Municipal Retirement Fund (IMRF) Board of Trustees adopted a resolution which requires an employer to affirmatively allow the value of health insurance or cash payments in lieu of or related to healthcare benefits to be reportable earnings; and

WHEREAS, the December 15, 2017 IMRF Board Resolution further provides that unless an employer adopts a resolution affirmatively electing to allow IMRF reporting of such compensation, any cash payments made to an employee in lieu of or related in any way to healthcare benefits is excluded from IMRF reportable earnings; and

WHEREAS, the Village of Hoffman Estates, prior to the IMRF definition change, was including the cash payments in lieu of or related to healthcare benefits effective January 1, 2004 as reportable per IMRF; and

WHEREAS, from 2004-2017, certain IMRF-eligible Village employees participated in the insurance opt-out program and included the value of those contributions as reportable IMRF earnings; and

WHEREAS, twenty IMRF-eligible Village employees currently participate in the health insurance opt-out program; and

WHEREAS, the governing body of an IMRF participating unit of government may elect to include in IMRF earnings any cash payments in lieu of or related to healthcare benefits; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates is authorized to include cash payments in lieu of or related to healthcare benefits as earnings reportable to IMRF effective January 1, 2004 for those employees currently receiving cash payments in lieu of or related to healthcare benefits; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates desires to designate cash payments in lieu of or related to healthcare benefits as IMRF earnings to conform the past practice of this unit of local government; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates desires to no longer designate cash payments in lieu of or related to healthcare benefits as IMRF earnings for employees hired on or after June 18, 2018 or current IMRF participants who elect the insurance opt-out and begin to receive cash payments in lieu of or related to healthcare benefits on or after June 18, 2018.

NOW, THEREFORE, BE IT RESOLVED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the President and Board of Trustees of the Village of Hoffman Estates does hereby elect to discontinue to include cash payments in lieu of or related to healthcare benefits as earnings reportable to IMRF for employees hired on or after June 18, 2018 or current IMRF participants who elect the insurance opt-out and begin to receive cash payments in lieu of or related to healthcare benefits.

Section 2: That this Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2018

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Michael Gaeta	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2018

Village President

ATTEST:

Village Clerk

VILLAGE OF HOFFMAN ESTATES

Memo

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

Citizen Segments

This month the Citizen covers: Arbor Day and Memorial Day Ceremonies, Cop on Top, Kids to Parks day, Seniors Mother's Day Luncheon, the Silesia Ground Breaking, Elite Tutoring Place Ribbon Cutting and the activities of the Park District.

Citizen Segments and Programs in development:

Office Evolution
Media Moon
Heart of Hoffman Estates
Summer Sounds

Concerts

We will begin taping summer concerts at Village Green.

Heart of H.E.

We will look at the library's summer reading program.

Sports

Sports are finished until August.

Complaints/Inquiries

There were three complaints one service problem, one billing/bundle issue and an unburied cable. There is currently one complaint outstanding.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

May 2018

Staffing Activity

New Starts: 11 – Seasonal Code Inspector
PW Seasonal (7)
Engineering Intern (2)
Management Analyst

Separations: 3 – Police Officer
EMA Auxiliary
Temporary Admin Staff Assistant

Transfers: 0

Retirees: 1 – ASO II

Promotions: 0

Reclassifications: 0

Change in Status: 1 – FT to PT Administrative Staff Assistant

Staffing:	Full Time Employees	339 budgeted	332 current
	Part Time Employees	68 budgeted	67 current
	Temporary Employees	1 budgeted	0 current
	Seasonal Employees	24 budgeted	8 current
	Paid Interns	6 budgeted	4 current

Month & Year-to-Date Activity:

8 Seasonal with	8 for year
0 Promotions with	11 for year
3 Separations with	17 for year
1 Retirements with	2 for year
0 Transfer with	1 for year

Recruitment Activity

Maintenance I PM Shift – PW Dept.

Posted 05/30/2018. The position was posted internally from May 18 – May 25, 2018. No internal applications were received. The position was then posted externally on the Village website and social media, broadcast email, and Village electronic boards. Applications will be forwarded to the Director after the deadline.

Staff Assistant – Police

Posted 05/24/2018. The position was posted on the Village website and social media and broadcast email. Applications will be forwarded to the interview team for review after the deadline.

Management Analyst – Fire

The position was posted on the Village website, social media, ILCMA/IAMMA website, Indeed job board and Public Salary website. Applications were forwarded to the Fire Chief for review after the deadline. Five candidates were chosen to participate in interviews April 20, 23, and 24. The Chief had two candidates return for a second interview. An offer was made to one candidate. He accepted and began work on May 21, 2018.

Seasonal Laborer – Public Works

The position was posted Village website and social media, community college and university websites and school newspapers, Indeed job board, Village electronic boards, Hoffman High School, and several broadcast emails. Applications are forwarded to the Asst. Director as they are received. Seven seasonals started in May. We continue to recruit for three more openings.

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. Two started in May and the third intern will start in June.

Associate Planner – Development Services

The position was posted 05/04/2018. It was posted on the Village website, social media, Indeed job board, Public Salary and ILAPA and national APA websites. Applications were forwarded to the Building, Planning and Code Director for review after the deadline.

Seasonal Code Inspector – Development Services Dept.

Posted internally 03/02/2018. The position was posted on the Village website, social media, Indeed job board, Public Salary and university websites. Applications were forwarded to the Department Director for review as they are received. Two interviews were held and an offer was made to one candidate. He accepted and started May 10, 2018.

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

One grievance filed by the International Association of Firefighters Local 2061.

Personnel/Benefits/Employee Services

- As staff liaison to the Cultural Awareness Commission, the Director of HRM attended the monthly meeting.
- 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 meeting.
- The Director of HRM attended employment training through the Illinois Public Employer Labor Relations Association.
- The Director of HRM, Risk Manager and Assistant to the HRM Director participated in a webinar on creating a Legally Safe Environment in the Workplace.
- The Director of HRM attended the Management Team meeting.
- The 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.
- Assisted in the response to IDOL/OSHA related to an anonymous complaint. The complaint was dismissed as a result of the Village's response. The complainant appealed the decision, and the Village has provided further documentation to IDOL regarding the issue.
- 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.
- 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.
- Managed the claims administration of a substantial property loss at the Sears Centre related to lightning damage.
- 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

MAY 2018

RECRUITMENTS

POSITION TITLE: Seasonal Laborer (10)
DEPARTMENT: Public Works
DATE POSTED: 02/23/2018
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 32 application received to date
STATUS: The position was posted Village website and social media, community college and university websites and school newspapers, Indeed job board, Village electronic boards, Hoffman High School, and several broadcast emails. Applications are forwarded to the Asst. Director as they are received. We currently are recruiting for three more openings.

POSITION TITLE: Associate Planner
DEPARTMENT: Development Services
DATE POSTED: 05/04/2018
AD DEADLINE: 05/23/2018
APPLICATIONS REC'D: 45 applications received
STATUS: The position was posted on the Village website, social media, Indeed job board, Public Salary and ILAPA and national APA websites. Applications were forwarded to the Building, Planning and Code Director for review after the deadline.

POSITION TITLE: Staff Assistant
DEPARTMENT: Police Dept
DATE POSTED: 05/24/2018
AD DEADLINE: 06/10/2018
APPLICATIONS REC'D: 120 applications received to date
STATUS: The position was posted on the Village website and social media and broadcast email. Applications will be forwarded to the interview team for review after the deadline.

POSITION TITLE: Maintenance I PM Shift
DEPARTMENT: Public Works
DATE POSTED: 05/30/2018
AD DEADLINE: 06/10/2018
APPLICATIONS REC'D: 10 application received to date
STATUS: The position was posted internally from May 18 – May 25, 2018. No internal applications were received. The position was then posted externally on the Village website and social media, broadcast email, and Village electronic boards. Applications will be forwarded to the Director after the deadline.

NEW STARTS

POSITION TITLE: Management Analyst
DEPARTMENT: Fire
DATE POSTED: 02/19/2018
AD DEADLINE: 03/12/2018
APPLICATIONS REC'D: 100 applications received
STATUS: The position was posted on the Village website, social media, ILCMA/IAMMA website, Indeed job board and Public Salary website. Applications were forwarded to the Fire Chief for review after the deadline. Five candidates were chosen to participate in interviews April 20, 23, and 24. The Chief had two candidates return for second interview. An offer was made to one candidate. He accepted and began work on May 21, 2018.

POSITION TITLE: Seasonal Code Inspector
DEPARTMENT: Development Services
DATE POSTED: 03/02/2018
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 16 applications received
STATUS: The position was posted on the Village website, social media, Indeed job board, Public Salary and university websites. Applications are forwarded to the Department Director for review as they are received. Two interviews were held and an offer was made to one candidate. He accepted and started on May 10, 2018.

POSITION TITLE: Seasonal Laborer (10)
DEPARTMENT: Public Works
DATE POSTED: 02/23/2018
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 32 application received to date
STATUS: The position was posted Village website and social media, community college and university websites and school newspapers, Indeed job board, Village electronic boards, Hoffman High School, and several broadcast emails. Applications are forwarded to the Asst. Director as they are received. We had seven seasonals start in May.

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
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. Two started in May and one will start in June.

SUMMARY OF EMPLOYMENT ACTIVITY MAY 2018

	<u>Total Number</u>	<u>Position</u>
New Starts	11	Seasonal Code Inspector PW Seasonal (7) Engineering Intern (2) Management Analyst
Separations	3	Police Officer EMA Auxiliary Temporary Admin Staff Assistant
Promotions	0	
Upgrades	0	
Downgrades	0	
Transfers	0	
Retirements	1	ASO II
Reclassifications	0	
Change in Status	1	FT Admin Staff Asst. to PT Admin Staff Asst.

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	6	PW Seasonal (3) Engineering Intern Administrative Intern Temp. Admin. Staff Asst.
Separations	0	
Promotions	0	
Transfers	0	
Reclassifications	0	
Change in Status	0	
Retirements	1	Maintenance II
New Positions	0	
Eliminated Positions	0	

2018 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	339	332
PART TIME EMPLOYEES	68	67
TEMPORARY EMPLOYEES	1	0
SEASONAL EMPLOYEES	24	8
INTERNS (PAID)	6	4
TOTAL	438	411

Total Vacancies:

Full Time

**Budgeted – Posted 3 Associate Planner
Maintenance I PM Shift
Staff Assistant**

Budgeted - Not Posted 1 Police Officer

Part Time

Budgeted – Posted 0

Budgeted-Not Posted 1 Plumbing Inspector

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	175	553
Part Time – Response to Recruitments	0	195
Seasonal Applicants	4	37
Unsolicited Applications/Walk-In	1	1
TOTAL	180	803

**HUMAN RESOURCES MANAGEMENT
EMPLOYMENT ACTIVITY
MAY 2018**

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Ian Irrizary	05/21/2018	Management Analyst	NA
Sonia Zala	05/21/2018	Engineering Intern	NA
Andrew Gagnon	05/24/2018	Engineering Intern	NA
Austin Kasper	05/29/2018	PW Seasonal	NA
Joe Notarnicola	05/14/2018	PW Seasonal	NA
Bobby Suchecki	05/30/2018	PW Seasonal	NA
Michael Baureis	05/21/2018	PW Seasonal	NA
Shivam Boghra	05/21/2018	PW Seasonal	NA
Marshall Davis	05/29/2018	PW Seasonal	NA
Parker Koress	05/29/2018	PW Seasonal	NA
Ramon Alvarez	05/10/2018	Seasonal Code Inspector	NA

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Nancy Snyder	05/16/2018	Temp ASA	Resigned
Frank Mucci	05/02/2018	EMA Auxiliary	Resigned
Bob Kravetz	04/20/2018	ASO II	Retired
Dan Falkenburg	05/07/2018	Police Officer	Resigned

PROMOTIONS

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

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>
Patricia Usalis	05/01/2018	PT Staff Assistant	FT Staff Assistant

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>
TJ Tyrrell	05/14/2018	Unpaid Police Intern	Beginning of Internship
Kyla Ulrich	05/29/2018	Unpaid Police Intern	Beginning of Internship

**ADDITIONAL MONTHLY REPORT INFORMATION
MAY 2018**

# Anniversaries	<u>1</u>
# Interviews conducted during month	<u>3</u>
# Orientations conducted during month	<u>9</u>

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 05/31/2018

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	115,945.09	71,598.11	187,543.20	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	1	0	187,543.20	115,945.09	71,598.11	187,543.20	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	1	0	187,543.20	115,945.09	71,598.11	187,543.20	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	1	0	187,543.20	115,945.09	71,598.11	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: 05/31/2018

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: 05/31/2018

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: 05/31/2018

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: 05/31/2018

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: 05/31/2018

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: 05/31/2018

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: 05/31/2018

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	25,666.03	2,767.09	28,433.12	8.3%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 05/31/2018

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	201,147.29	2,767.09	203,914.38	59.5%
12	700	Patrol (Dept)	9	20.9%	6	1	2	22%	0	9	8,148.55	73,336.98		73,336.98	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%	0	12	6,579.97	78,959.66		78,959.66	23.0%
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%	1	42	7,971.28	339,997.88	2,767.09	342,764.97	100.0%
		Totals for 2012 Claims:	43	100.0%	34	5	4	9%	1	42	7,971.28	339,997.88	2,767.09	342,764.97	100.0%
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	6.9%
13	303	Emergency Medical Service (Dept)	6	15.4%	3	1	2	33%	0	6	35,673.45	214,040.72		214,040.72	48.1%
13	3	Fire (Sub-Loc)	14	35.9%	9	3	2	14%	0	14	17,495.66	244,939.25		244,939.25	55.0%
13	700	Patrol (Dept)	12	30.8%	4	2	6	50%	1	11	14,066.03	159,436.52	9,355.78	168,792.30	37.9%
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%	1	12	13,071.28	160,570.89	9,355.78	169,926.67	38.2%
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%	1	38	11,413.41	435,767.07	9,355.78	445,122.85	100.0%
		Totals for 2013 Claims:	39	100.0%	24	7	8	21%	1	38	11,413.41	435,767.07	9,355.78	445,122.85	100.0%
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: 05/31/2018

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	31,994.69	351,526.53	32,409.75	383,936.28	59.4%
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	24,334.37	405,608.95	32,409.75	438,018.70	67.8%
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	29.8%
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	30.0%
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	13,182.37	613,526.62	32,409.75	645,936.37	100.0%
Totals for 2014 Claims:				49	100.0%	35	8	6	12%	1	48	13,182.37	613,526.62	32,409.75	645,936.37	100.0%
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	253,285.25	10,802.34	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	325,518.52	10,802.34	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	55,048.81	21,604.46	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	55,961.81	21,604.46	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.
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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	390,098.56	32,406.80	422,505.36	100.0%
Totals for 2015 Claims:				29	100.0%	21	2	6	21%	2	27	14,569.15	390,098.56	32,406.80	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	53,348.90	111,653.83	101,741.77	213,395.60	33.8%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	2	5	30,684.86	113,052.27	101,741.77	214,794.04	34.0%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	1	15	22,397.40	283,266.12	75,092.28	358,358.40	56.8%
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	290,519.21	75,092.28	365,611.49	57.9%
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	17,056.55	454,258.39	176,834.05	631,092.44	100.0%
Totals for 2016 Claims:				37	100.0%	29	4	4	11%	3	34	17,056.55	454,258.39	176,834.05	631,092.44	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	29.9%
17	303	Emergency Medical Service	(Dept)	5	27.8%	3	0	2	40%	2	3	47,519.10	129,681.54	107,913.95	237,595.49	68.0%
17	3	Fire	(Sub-Loc)	6	33.3%	3	0	3	50%	3	3	57,018.92	132,013.44	210,100.05	342,113.49	97.9%
17	700	Patrol	(Dept)	5	27.8%	5	0	0	0%	0	5	619.29	3,096.43		3,096.43	0.9%
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	1,114.58	1,114.58		1,114.58	0.3%
17	7	Police	(Sub-Loc)	7	38.9%	7	0	0	0%	0	7	601.57	4,211.01		4,211.01	1.2%
17	800	Streets	(Dept)	1	5.6%	1	0	0	0%	0	1	2,186.65	2,186.65		2,186.65	0.6%

EMPLOYER'S CLAIM SERVICE, INC.
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17	804	Forestry	(Dept)	4	22.2%	4	0	0	0%	0	4	242.80	971.18		971.18	0.3%
17	8	Public Works	(Sub-Loc)	5	27.8%	5	0	0	0%	0	5	631.57	3,157.83		3,157.83	0.9%
17	01	Village of Hoffman Estates	(Loc)	18	100.0%	15	0	3	17%	3	15	19,415.69	139,382.28	210,100.05	349,482.33	100.0%
Totals for 2017 Claims:				18	100.0%	15	0	3	17%	3	15	19,415.69	139,382.28	210,100.05	349,482.33	100.0%
18	301	Fire Suppression	(Dept)	3	25.0%	1	2	0	0%	3	0	9,194.29	3,855.35	23,727.53	27,582.88	82.1%
18	303	Emergency Medical Service	(Dept)	1	8.3%	1	0	0	0%	1	0	0.00	0.00		0.00	0.0%
18	3	Fire	(Sub-Loc)	4	33.3%	2	2	0	0%	4	0	6,895.72	3,855.35	23,727.53	27,582.88	82.1%
18	700	Patrol	(Dept)	6	50.0%	6	0	0	0%	5	1	282.64	1,695.81		1,695.81	5.0%
18	7	Police	(Sub-Loc)	6	50.0%	6	0	0	0%	5	1	282.64	1,695.81		1,695.81	5.0%
18	801	Water & Sewer	(Dept)	1	8.3%	1	0	0	0%	1	0	0.00	0.00		0.00	0.0%
18	805	Clerical	(Dept)	1	8.3%	0	1	0	0%	1	0	4,304.56	0.00	4,304.56	4,304.56	12.8%
18	8	Public Works	(Sub-Loc)	2	16.7%	1	1	0	0%	2	0	2,152.28	0.00	4,304.56	4,304.56	12.8%
18	01	Village of Hoffman Estates	(Loc)	12	100.0%	9	3	0	0%	11	1	2,798.60	5,551.16	28,032.09	33,583.25	100.0%
Totals for 2018 Claims:				12	100.0%	9	3	0	0%	11	1	2,798.60	5,551.16	28,032.09	33,583.25	100.0%
250	Village of Hoffman Estates				817	544	134	139		23	794	13,987.62	10,864,380.14	563,503.72	11,427,883.86	

Open Medical: 8
 Open Comp: 3
 Open Legal: 12

VILLAGE OF HOFFMAN ESTATES

Memo

TO: GAP Committee
FROM: Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board
RE: *Community Engagement Report*
PERIOD: April 6 through June 17 (*Vacation taken April 25 – May 5*)

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.)

PARTNERSHIPS

Schools:

- Lakeview Elementary school visit – 5/29 (*provided minor assistance with this program.*)
- John Muir / Beth Tikvah Congregation – connected Muir with representatives from Tikvah. The congregation is looking to support the school with donations of personal items (toiletries, etc.) for the families to use. First donation was dropped off at the school on 5/21 – the donation included several backpacks and bags filled with toiletries.

Park District:

- Kids to Parks Day - 4/19
- Ready, Set Wear It – 4/19

Library:

- Heart of Hoffman Estates – filming on 6/14 (focus on Library programs and initiative called The Big Read.)

Senior Communities:

- Coordinated with Alden Poplar Creek to deliver flowers and read a Mother's Day proclamation – 5/11

Businesses:

Provided Trumpf's information to Ben Gibbs / Front Row for purpose of solicitation

- Assisted in organizing guests for Sieslia groundbreaking
- Assisted in coordinating video production for Daily Herald Prep Sports Awards ceremony – 6/7.

RECEPTIONS / Special Recognition Initiatives

- Fire Department Promotion Reception – 4/16
- HEHS Girl's Bowling Team Reception – 4/16
- Dean Bostrom Retirement Proclamation – presented on 4/19
- Welcome Home Party / Airman Jared Tomaszewski – presented on 4/21

- Student Art Reception – Arts Commission on 5/7
- Green Business Award – Office Evolution on 5/30
- Green Business Award – Media Moon on 5/31

TRAVEL

- **Springfield / NWMC Legislative Days**
April 10 - 12 (Mayor McLeod and Trustee Stanton)
- **USCM 86th Annual Summer Meeting (Boston)**
June 8 – 11

ON-GOING INITIATIVES

SOP Manual – working with Sue Lessen on SOPs for the B&C Position and the Mayor’s Office.

Communication/Writing/Social Media: May and June citizen columns submitted. Continue to work collaboratively on social media and communications for community and general village events.

Website Refresh Team: This project continues. Training will be made available to superusers in the near future.

Wine Wednesday: Poplar Creek Bowling hosted on 4/25 and Rosati’s hosted on 5/23. Both events were very well received! Sears Centre will host WW on 6/27 at the Craft Canteen. Andrew with Das Bier Garden mentioned he would host in August.

NWMC Communications Group (Chair): on-going moderation of the group between quarterly meetings. Next meeting will be held in Mount Prospect on July 11.

Children’s Advocacy Center 5K Walk (Co-Chair): representing the Village and the Mayor’s office. The event will be held on 6/30

Board and Commission Secretary Meetings: held bi-weekly (returning to weekly meetings beginning in July).

Volunteers: coordinated four volunteers to assist with the courtesy cart for the summer concert series. Currently trying to fill spots for the NW 4th Fest.

Tours and Visits:

- Sister Cities Baseball Exchange Group – 5/19

Proclamations/Great Citizen Awards:

April

- Mayors Day of Recognition for National Service
- Child Abuse Prevention Month
- National Autism Awareness Month
- Environmental Awareness Month
- Earth Day
- Arbor Day
- Holocaust Remembrance Month
- Small Business Week

May

- National Economic Development Week
- Mental Health Month
- Municipal Clerks Week
- National Public Works Week
- Safe Boating Week
- National Police Week
- Kids to Parks Day
- Courtnie Hogan / Great Citizen
- Natalie Hogan / Great Citizen

Eagle Court of Honor / Blue and Gold Ceremonies:

- Gavin Christiansen / Eagle Court / 4/28
- Jakob Spitz / Eagle Court / 5/26
- James Vargo / Eagle Court / 5/29

EVENTS / MEETINGS / RECEPTIONS (attended by Dir. Of Ops/Outreach)

Cupcake Judging / Bon Apetit	4/10
HEC Advisory Meeting	4/16
NWMC Communicators Meeting	4/18
Commissioner Schneider's Round Table	4/21
Committee Meetings	4/22
Celtic Fest Meeting	5/8
Communications Planning Meeting	5/9
The Big Read planning meeting	5/9
Wine Wednesday	5/23
Committee Meetings	6/4
Celtic Fest Meeting	6/5

Jennifer Djordjevic

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