

This meeting is being held via telephonic attendance.

AGENDA
SPECIAL GENERAL ADMINISTRATION & PERSONNEL COMMITTEE
Village of Hoffman Estates
May 17, 2021

7:00 p.m. - Helen Wozniak Council Chambers

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

NEW BUSINESS

1. Discussion and update: Memorial Day 2021 event.

II. 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.*

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Discussion & Update: Memorial Day 2021

MEETING DATE: May 17, 2021

COMMITTEE: Special General Administration & Personnel

FROM: Eric Palm, Village Manager

PURPOSE: Provide an update to the Mayor and Village Board regarding the status of the 2021 Memorial Day activities.

BACKGROUND: Due to the ongoing pandemic, the Village Board had decided to cancel public events through mid-July 2021. During the Village Board's discussion, Staff had stated that when certain events fall into the then State guidelines, and where practical and feasible, there would be an effort to accommodate the event. The Memorial Day event falls into that category and Staff would like to review the event and guidelines with you so there is no confusion.

DISCUSSION: This year, the Memorial Day event will include the lowering of the American flag at the Hoffman Estates police station. The flag will be escorted to St. Peter's Church/Cemetery for a brief outdoor ceremony. Both items will be outdoors and fall within the State's guidelines. As of May 14, 2021, the State of Illinois will be in a "bridge phase" as it transitions from phase 4 to phase 5. Because of the nature of the Memorial Day event, it does not fall into one of the typical categories. The closest two categories would be:

Social Events: Limit of 500 people for outdoor events

Festivals & General Admission Outdoor Spectator Events: 30 people per 1,000 square feet.

In either case, based on the low number of attendees to the Memorial Day ceremony, Staff is comfortable permitting this event to proceed.

RECOMMENDATION: There is no formal recommendation or action needed from the Village Board. This memorandum is provided as an update and to answer any questions.