



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

Village of Hoffman Estates

General Administration and Personnel Committee Meeting Agenda

January 9, 2023

7:00 p.m.

Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

- I. Roll Call**
- II. Approval of Minutes – December 12, 2022**

NEW BUSINESS

1. Request approval of an ordinance authorizing the sale of personal property owned by the Village of Hoffman Estates (auction items).
2. Request approval of an ordinance amending Section 13-17-2, Municipal Push Tax.
3. Request approval of a Resolution in support of tax increment financing.

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**

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

December 12, 2022

I. Roll Call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Jana Dickson, Asst. Corporation Counsel
Peter Gugliotta, Director of Dev. Services
Kevin Kramer, Director of Economic Dev.
Al Wenderski, Director of Engineering
Patrick Seger, Director of HRM
Kasia Cawley, Police Chief
Alan Wax, Fire Chief
Darek Raszka, Director of IT
Rachel Musiala, Finance Director
Joe Nebel, Director of Public Works
Monica Saavedra, Director of HHS
Ken Koop, Risk Manager
Suzanne Ostrovsky, Asst. Village Mgr.
Ric Signorella, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:07 pm.

II. Approval of Minutes

Motion by Trustee Stanton, seconded by Trustee Mills, to approve the General Administration & Personnel Committee meeting minutes of October 10, 2022. Voice vote taken. (Abstain: Newell) All ayes. Motion carried.

NEW BUSINESS

1. Request approval of 2023 Village Board and Standing Committees meeting schedule.

An item summary sheet from Eric Palm was presented to Committee.

Trustee Stanton indicated that the Village Board date of January 17 should be January 16.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the 2023 Village Board and Standing Committees meeting schedule, as amended. Voice vote taken. All ayes. Motion carried.

- 2. Request approval of a proposal from Dan Shoman, Inc., Chicago, IL, for government relations consulting services at a cost of \$4,500 per month from January 1, 2023 through December 31, 2023.**

An item summary sheet from Eric Palm was presented to Committee.

Trustee Mills requested that the Board receive more frequent updates.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve a proposal from Dan Shoman, Inc., Chicago, IL, for government relations consulting services at a cost of \$4,500 per month from January 1, 2023 through December 31, 2023. Voice vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)

- 1. Cable TV Monthly Report**

The Cable TV Monthly Report was received and filed.

- 2. Human Resources Management Monthly Report.**

The Human Resources Management Monthly Report was received and filed.

- 3. Legislative Operations and Outreach Monthly Report.**

The Legislative Operations and Outreach Monthly Report was received and filed.

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

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:12 pm. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Asst.

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request approval of an ordinance declaring Village property surplus and permitting the sale of personal property owned by the Village

MEETING DATE: January 9, 2023

COMMITTEE: General Administration & Personnel Committee

FROM: Daniel Langguth, Administrative Intern

PURPOSE: Approval of an ordinance declaring Village property surplus and permitting the sale of personal property owned by the Village via online auction.

BACKGROUND: Prior to disposing of any property deemed “no longer necessary or useful to, or for the best interests of the Village” to retain, the Village is required by state statute (65 ILCS 5/11-76-4) to declare this property as surplus.

DISCUSSION: This auction includes vehicles and equipment that are no longer useful for Village operations and cannot be repurposed. In order to reduce waste and maximize revenue, surplus property will be sold via online public auction. Any surplus items not sold at public auction can then be properly disposed of or recycled.

FINANCIAL IMPACT: The sale of Village surplus items is expected to generate marginal revenues from the online auction.

RECOMMENDATION: Approval of an ordinance authorizing the sale of personal property owned by the Village, per the attachment.

VILLAGE OF HOFFMAN ESTATES

**AN ORDINANCE AUTHORIZING THE SALE
OF PERSONAL PROPERTY OWNED BY
THE VILLAGE OF HOFFMAN ESTATES**

WHEREAS, in the opinion of a simple majority of the corporate authorities of the Village of Hoffman Estates, it is no longer necessary or useful to, or for the best interests of the Village of Hoffman Estates to retain ownership of the personal property hereinafter described; and

WHEREAS, it has been determined by the President and Board of Trustees of the Village of Hoffman Estates to sell said personal property at a public auction to be held on an internet auction website (e.g., www.publicsurplus.com or www.obenaufactions.com).

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

Section 1: That pursuant to 65 ILCS 5/11-76-4 of the Illinois Revised Statutes, the President and Board of Trustees of the Village of Hoffman Estates find that the described personal property attached as Exhibit A now owned by the Village of Hoffman Estates, is no longer necessary or useful to the Village of Hoffman Estates and that the best interests of the Village of Hoffman Estates will be served by its sale.

Section 2: That pursuant to 65 ILCS 5/11-76-4, the Village Manager is hereby authorized and directed to sell the aforementioned property now owned by the Village of Hoffman Estates at a public auction to be held on an internet auction website, to the highest bidder of said personal property.

Section 3: That no bid which is less than the minimum price set forth in the list of property to be sold shall be accepted.

Section 4: That the Village Manager is hereby authorized and directed to enter into an agreement for the sale of said personal property.

Section 5: That upon payment of the full auction price, the Village Manager is hereby authorized and directed to convey and transfer title to the aforesaid personal property to the successful bidder.

Section 6: That if said personal property is not sold at such auction, then the Village Manager is authorized to sell without bid or properly dispose of or recycle any such property.

Section 7: That the Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 8: That this ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2023

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	_____	_____	_____	_____
President William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2023

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2023.

EXHIBIT "A"

Informational Technology.

Cisco Phone 7941 SN: FCH1146AKUQ	1
Cisco Phone 7941 SN: FCH1146ALYO	1
Cisco Phone 7941 SN: FCH1146AMTF	1
Cisco Phone 7941 SN: FCH1145A3FH	1
Cisco Phone 7941 SN: FCH1217D5XY	1
Cisco Phone 7941 SN: FCH1146AMT4	1
Cisco Phone 7941 SN: FCH11469875	1
Cisco Phone 7941 SN: FCH11469811	1
Cisco Phone 7941 SN: FCH11468K2S	1
Cisco Phone 7941 SN: FCH1215DV6Y	1
Cisco Phone 7941 SN: FCH114698WK	1
Cisco Phone 7941 SN: FCH10499AJ2	1
Cisco Phone 7941 SN: FCH11508CRU	1
Cisco Phone 7941 SN: FCH1146ALH1	1
Cisco Phone 7941 SN: FCH102983UC	1
Cisco Phone 7941 SN: FCH114699CD	1
Cisco Phone 7941 SN: FCH1145A3DZ	1
Cisco Phone 7941 SN: FCH1146AM4X	1
Cisco Phone 7945 SN: FCH141583MJ	1
Cisco Phone 7961 SN: FCH11469NXX	1
Cisco Phone 7961 SN: FCH11469N98	1
Cisco Phone 9951 SN: FCH1511923S	1
Cisco Phone 9951 SN: FCH1511923B	1
Cisco Phone 9951 SN: FCH1827AEJ0	1
Cisco Phone CKEM-C V02 SN: FCH192795A8	1
Cisco Phone 9951 SN: FCH1827AE67	1
Cisco Phone CKEM-C V01 SN: FCH18252FQ7	1
Cisco Phone 9951 SN: FCH1618A5N1	1
iPhone SE Model: MX9K2LL/A SN: FFMCFQPRPLJM	1
iPhone 12 Model: MGF43LL/A SN: FFYJ53WQ0DXP	1
iPhone SE Model: MHG43LL/A SN: FFMF6A4HPLJM	1
iPhone 7 Model: MNAC2LL/A SN: DX3YL4EVHG6W	1
iPhone 7 Model: MNAC2LL/A SN: DX4YGXQNHG6W	1
iPhone 7 Model: MNAC2LL/A SN: F71Y51BEHG6W	1
iPhone 7 Model: MNAC2LL/A SN: DX4YKK92HG6W	1
iPhone 8 Model: MQ722LL/A SN: C8PYLXPEJC6C	1
iPhone SE Model: MX9K2LL/A SN: FFWDGCMSPJLM	1
iPhone 7 Model: MNAC2LL/A SN: DX3XK2U7HG6W	1
iPhone 7 Model: MNAC2LL/A SN: F73SGC6WHG6W	1
iPhone 8 Model: MQ722LL/A SN: C8PYLZPDJC6C	1
iPhone 7 Model: MNAC2LL/A SN: DX3YJFRJHG6W	1
iPhone 7 Model: MNAC2LL/A SN: DX3YJS3WHG6W	1
iPhone SE Model: MHG43LL/A SN: F18DKLCDPLJM	1
iPhone 7 Model: MNAC2LL/A SN: DX3XWKWXHG6W	1
iPhone 8 Model: MQ722LL/A SN: FFQZKRK0JC6C	1
iPhone 7 Model: MNAC2LL/A SN: DX3YLATVHG6W	1
iPhone SE Model: MX9K2LL/A SN: FFM5TYKPLJM	1
iPhone SE Model: MHG43LL/A SN: DXDQ3ZVPLJM	1
iPhone 7 Model: MNAC2LL/A SN: DX3YL4HAHG6W	1
iPhone 6 Model: MG5W2LL/A SN: F1DNK48EG5MC	1
iPhone SE Model Number: MHG43LL/A SN: F18DME2MPLJM	1
iPhone 7 Model: MNAC2LL/A SN: F4KSGMM2HG6W	1
iPhone 7 Plus Model: MNR12LL/A SN: FCDY50RTHG00	1
Cisco Phone 7941 SN: FCH1146AKQZ	1
Cisco Phone 7941 SN: FCH1146AL9V	1

iPhone Model:MNAC2LL/A SN: F4JSG9YKHG6W	1
Cisco PD Device SN: FCH1511923S	1
iPhone Model: MNR12LL/A SN: FCDY50F8HG00	1
iPhone Model:MNAC2LL/A SN: F4KSG703HG6W	1
BU-353 USB GPS Navigation Receiver SN: BUG0159707	1
iPhone Model: MNAC2LL/A SN: FK1S8B1LHG6W	1
Cisco Phone 7941 SN: FCH1146AKR3	1
Cisco 2500 Series Wireless Controller Model: 2504 SN: PSZ1919DR9	1
iPad Air 2 Model: MGH62LL/A SN: DMPQMDMAG5WQ	1
iPhone Model: MNAC2LL/A SN: F72SG8W9HG6W	1
Cisco 2504 Wireless Controller in a bundle with 25 AP licenses SN: PSZ19191DQ2	1
iPhone Model: MNAC2LL/A SN: F73SG67MHG6W	1
iPad Model: MD524LL/A SN: DMPJNAD6F18Y	1
HP LaserJet P4015n SN:CNDY822271	1
Fluke Networks Manufacturer: NetTool SN: 86262023	1
Cisco Phone Speaker 7936 SN: 0004F2E2F79A	1
Cisco Phone Speaker 7936 SN: 0004F2E2F9C0	1
Cisco Phone Speaker 7936 SN: 0004F2E5B1A9	1
Cisco Phone Speaker 7936 SN:0004F2E2F797	1
Cisco Phone Speaker 7936 SN: 0004F2E2F7CD	1
Cisco Phone Speaker 7936 SN:0004F2E2FA59	1
Cisco Phone Speaker 7936 SN: 0004F2E2F799	1
iPhone Model: MG5W2LL/A SN: C7JNNBFSG5MC	1
DELL CAD 2 Monitor. SN: CN-09M62C-74261-03B-741L	1
lphone Model: MG5W2LL/A SN: F1DNK06PG5MC	1
lphone 8 Model: MG722LL/A SN: C8PYL83JJC6C	1
lphone 7 Model: MNAC2LL/A SN: DX3YLCC6HG6W	1
lphone Model: MG5W2LL/A SN: F1DNK48HG5MC	1
lphone 7 Model: NNAC2LL/A SN: FYLZ70BNHG6W	1
lphone 7 Model: MNAC2LL/A SN: DX3YLCQPHG6W	1
lphone 7 Model: MNAC2LL/A SN: FK1S8A4AHG6W	1
lphone Model: MNAC2LL/A SN: F4JSGHGBHG6W	1
lphone Model: MNAC2LL/A SN: DX4YGC9HG6W	1

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request approval of an ordinance amending Municipal Code Section 13-17-2, Municipal Push Tax

MEETING DATE: January 9, 2023

COMMITTEE: General Administration & Personnel Committee

FROM: Eric Palm, Village Manager

PURPOSE: To amend Section 13-17-2, Municipal Push Tax, of the Hoffman Estates Municipal Code.

BACKGROUND: In October 2021, the Village passed an ordinance regarding the imposition of a municipal push tax on plays of video gaming with an effective date of May 1, 2022. In April 2022, the Village amended the ordinance extending the effective date to November 1, 2022.

DISCUSSION: Since the enactment of the push tax by other municipalities, litigation has been filed challenging the validity of those taxes. At present, there are multiple lawsuits pending and it is recommended the Village of Hoffman Estates extend the effective date of its push tax until after those cases are resolved. Staff recommends extending implementation to January 1, 2024.

RECOMMENDATION: Approval of an ordinance amending Section 13-17-2 of the Hoffman Estates Municipal Code extending the effective date to January 1, 2024.

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE AMENDING SECTION 13-7-2, MUNICIPAL PUSH TAX,
OF THE HOFFMAN ESTATES MUNICIPAL CODE
(PUSH TAX ON PLAYS OF VIDEO GAMING)

Section 1: That Section 13-17-2, MUNICIPAL PUSH TAX, of the Hoffman Estates Municipal Code be and is hereby amended to read as follows:

Section 13-17-2. MUNICIPAL PUSH TAX

1. Except as otherwise provided in this Section, a Municipal Push Tax is imposed upon any person who plays a Video Gaming Terminal that is within the jurisdictional boundaries of the Village.
2. The rate of the tax shall be equal to one cent (\$0.01) per Play on a Video Gaming Terminal.
3. The Terminal Operator of a Video Gaming Terminal may separately itemize and charge the tax imposed in this Section on each person who plays a Video Gaming Terminal.
4. The tax imposed in this Section is in addition to all other taxes imposed by the State of Illinois or any municipal corporation or political subdivision thereof.
5. Imposition and collection of the Municipal Push Tax will begin on January 1, 2024.

Section 2: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 3: That this Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ DAY OF _____, 2023

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 _____, 2023

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2023.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Resolution in Support of Tax Increment Financing

MEETING DATE: January 9, 2023

COMMITTEE: General Administration & Personnel

FROM: Eric Palm, Village Manager

Purpose: Request approval of a Resolution supporting tax increment financing.

Background: Over the past couple of years, there has been a push by certain members of the general assembly to amend the tax increment financing regulations to the detriment for municipalities. These efforts have not progressed due to the collective efforts of local municipalities and the Illinois Municipal League.

Discussion: These efforts to make changes have restarted and the Illinois Municipal League is encouraging its members to pass a resolution in support of tax increment financing. This resolution will be shared with legislators and the IML so our position is formally memorialized. TIF has been and continues to be an important tool for Hoffman Estates and preserving it is of critical importance.

Recommendation: Approval of a Resolution in support for tax increment financing.

Copy to: Dan Shomon
Brad Cole, IML

**A RESOLUTION OF THE VILLAGE OF HOFFMAN ESTATES
IN SUPPORT OF TAX INCREMENT FINANCING**

WHEREAS, the Village of Hoffman Estates has the responsibility to promote economic development and revitalization of underperforming areas within the Village; and

WHEREAS, the Village recognizes that Tax Increment Financing (TIF) is a means to address areas of blight, support development and promote local job creation and retention; and

WHEREAS, TIF incentives directly contribute to the expansion of the local tax base and attracts private development and new businesses to the Village; and

WHEREAS, the Village has several active and retired TIF districts that prove the effectiveness of this important economic development tool; and

WHEREAS, the Village continues to embrace the support from its local governmental taxing body partners in supporting TIF districts as recently as 2022 with the establishment of the Pembroke-Stonington TIF District, and

WHEREAS, the availability of TIF is a critical mechanism to spur economic development for the Village; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates find that the availability of TIF as an economic development tool is essential for the continuing economic vitality of the Village.

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: The foregoing recitals shall be and are hereby incorporated as findings of fact as if said recitals were fully set forth herein.

Section 2: The Village urges the Illinois General Assembly and Governor to protect TIF in its current form as a valuable economic development tool without additional restrictions on municipal governments and the communities they serve.

Section 3: A copy of this Resolution will be sent to the appropriate State of Illinois Legislative Officials and to the Illinois Municipal League.

Section 4: This Resolution shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2023

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	_____	_____	_____	_____
President William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2023

Village President

ATTEST:

Village Clerk

VILLAGE OF HOFFMAN ESTATES

Memo

To: Eric Palm
From: Ric Signorella
Regarding: HETV Report
Date: January 1, 2023

Citizen Segments

This month the Citizen covers: Berkshire Hathaway Starck Real Estate R/C, Crumbl Cookies R/C, Crystal Clean Environmental Services R/C, Citizens Police & The Teen First Responder Academy, Police Officers Swearing-In, Shop w/ A Cop, Ed Cook Ornament Display, Hoffman Estates Community Bank Great Citizen Award and the Senior Holiday Cheer Celebration.

Citizen Segments and Programs in development:

Schaumburg & Hoffman Estates Branch Library Programs Airing on HETV
Economic Development Video (Why Hoffman Estates?)
Economic Development Property Promotional Videos
HHS Dept. Activities Videos
HEPD / HEFD Swearing – In's
eTrackit Instruction Video
EV Ribbon Cutting at Village Hall
PSA: How Can I Prevent Carbon Monoxide Poisoning?
GCAMP Video
Mortgage Mac Lendsure Inc. R/C
MLK Jr. Day Celebration
Black History Month
Jetti Mining Ribbon Cutting
State of the Village Address w/ Mayor Bill McLeod

Schaumburg Township & Hoffman Estates Branch Kids / Adults Library Programs
Now airing.

Arts Commission: Anyone Can Sing
Now airing.

Opening of Forest Preserve Single-Track Trail
Now airing.

Sister Cities: French Evening
Now airing.

Senior Commission: Holiday Cheer Entertainer/Singer
Now airing.

Sister Cities Program: Meet Mary Cassatt: An American Artist Program
Now airing.

Community Pride Awards
Now airing.

Hispanic Heritage Fiesta
Now airing.

Complaints/Inquiries
There was one new inquiry with a low cable line at Goodyear that needed to be raised. There are no inquiries.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

December 2022

Staffing Activity

New Starts: 8 – ASO I
 Administrative Staff Asst.
 PW Winter Seasonal (3)
 Police Officer (3)

Separations: 2 - Police Officer
 Auxiliary EMA

Transfers: 0

Retirees: 1 – Fire Lieutenant

Promotions: 1 – Maintenance II Crew Leader to PW Supervisor

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	338 budgeted	337 current
	Part Time Employees	74 budgeted	72 current
	Temporary Employees	0 budgeted	2 current
	Seasonal Employees	21 budgeted	3 current
	Paid Interns	6 budgeted	3 current

Month & Year-to-Date Activity:

3 Seasonals with	14 for year
1 Promotions with	14 for year
2 Separations with	36 for year
1 Retirements with	12 for year
0 Transfer with	1 for year

Recruitment Activity

Crossing Guard (3)

The positions were posted on the Village website and social media and broadcast email. Now hiring signs were posted at the schools with openings – Lincoln, Churchill and Keller. One application was

received for Churchill. The candidate was interviewed and offered the position. He accepted and is completing pre-employment screening. He is expected to start the week of January 9th. The opening at Keller is currently being filled by existing Crossing Guards. Applications are still being accepted for Lincoln Elementary.

Staff Assistant

The position was posted on the Village website, social media and broadcast email. Applications were reviewed by the interview team. Ten candidates were chosen to advance to skills testing. Six candidates advanced to interviews. An offer was made to one of the candidates, she accepted and successfully completed pre-employment screening. Expected start date is January 3rd,

Maintenance II Crew Leader

The position was posted internally for Teamster members. Applications are being reviewed by the Director and Asst. Director of Public Works. The candidates will complete skills testing and interview in January.

Summer Civil Engineering Intern (3)

The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR and APWA. Applications are reviewed by the interview team as they are received. Interviews are planned for January.

Information Technology Specialist I

The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GMIS, GOVHR, PublicSalary and ILCMA. Applications were reviewed by the interview team as they were submitted. The recruitment team is assessing next steps with this position.

Building Official

The position was revised and re-posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, NWBOCA, SBOC, GOVHR, PublicSalary, ILCMA, APA, ILAPA and IACE. First review of applications will be after January 3rd.

Administrative Staff Assistant – PT

The position was posted on the Village website and social media and broadcast email. Applications were reviewed by the interview team. Three candidates were chosen to advance to skills testing and interviews. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. Her first day was December 5th.

Administrative Service Officer I

The position was posted on the Village website, social media and broadcast email. Nine applicants were chosen for skills testing. Those candidates that meet the skills requirements interviewed in early November. One candidate was offered the position. He accepted and is completing pre-employment screening. He started on December 5th.

Assistant Finance Director

The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, ILCMA and IGFOA. First review of applications was held on November 9th. Six candidates were chosen for interview on November 28th and 29th. An offer was accepted and the candidate successfully completed pre-employment screening. She is expected to start on January 3rd.

PW Winter Seasonal (4)

The positions were posted on the Village website and social media and broadcast email. Two returning seasonal have applied. One new applicant interviewed and was offered the position. All three successfully completed pre-employment screening. They started in mid December. The department decided to close the recruitment.

PW Supervisor

The position was posted internally for Teamster members. Applications were reviewed by the Director and Asst. Director of Public Works. The candidates completed skills testing and interviewed in November. An offer was made and the new supervisor started on December 12th.

Labor/Management Relations

Contract Status: **Police** (Metropolitan Alliance of Police - MAP Chapter 96)
Contract (Jan. 1, 2022 - December 31, 2024).

Fire (International Association of Firefighters - Local 2061)
Contract (January 1, 2021 – December 31, 2023).

Public Works (International Brotherhood of Teamsters, Local 700)
Contract (Jan. 1, 2020 – Dec. 31, 2025).

Police Sergeants (Metropolitan Alliance of Police – MAP-97)
Contract (Jan. 1, 2020 – December 31, 2022).
The Village and union came to a tentative agreement in December.

Grievances

N/A

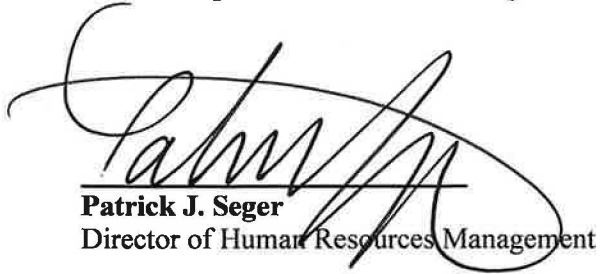
Personnel/Benefits/Employee Services

- As staff liaison to the Celtic Fest Commission, the Director of HRM attended the monthly meeting.
- As staff liaison to the Cultural Awareness Commission, the Director of HRM and Assistant to the HRM Director attended the monthly meeting.
- The Director of HRM participated in Management Team meetings.
- HRM hosted training for supervisors and managers on Fundamentals of Emotions.
- HRM conducted training for new supervisors on the performance evaluation program.
- HRM staff participated in multiple employee meetings regarding employee performance issues.
- The Director of HRM and the Assistant to the HRM Director attend the annual law update from the Illinois Public Employers Labor Relations Association (IPELRA).
- The Assistant to the HRM Director participated in the Wellness Committee meeting.

Risk Management/Safety/Loss Control

- Continued to facilitate the proper handling of all open workers' compensation claims.
- Continue working with claims and loss control staff of the Village's new workers' compensation carrier.
- Continued the insurance renewal process for the 2023 term. Provided the Village Board with recommendations for renewal of the Village's insurance coverage. The Village Board approved the recommendations of the Risk Manager.
- Bound all 2023 insurance coverages.
- 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.
- Provided written updates to appropriate management staff related to the status of several open workers' compensation claims.

- Attended a SLIP pool Board meeting to discuss the 2023 renewal.
- Investigated a trip and fall incident on one of the Village's sidewalks. The claim was imputed onto Schaumburg due to a long standing maintenance agreement.



Patrick J. Seger
Director of Human Resources Management

**HUMAN RESOURCES MANAGEMENT
MONTHLY STAFFING REPORT
DECEMBER 2022**

RECRUITMENTS

POSITION TITLE: Crossing Guard (3)
DEPARTMENT: Police
DATE POSTED: 08/03/2022
AD DEADLINE: Until filled
APPLICATIONS REC'D: 4 received to date
STATUS: The positions were posted on the Village website and social media and broadcast email. Now hiring signs were posted at the schools with openings – Lincoln, Churchill and Keller. One application was received for Churchill. The candidate was interviewed and offered the position. He accepted and is completing pre-employment screening. He is expected to start the week of January 9th. The opening at Keller is currently being filled by existing Crossing Guards. Applications are still being accepted for Lincoln Elementary.

POSITION TITLE: Staff Assistant
DEPARTMENT: Police
DATE POSTED: 10/25/2022
AD DEADLINE: 11/11/2022
APPLICATIONS REC'D: 28 applications
STATUS: The position was posted on the Village website, social media and broadcast email. Applications were reviewed by the interview team. Ten candidates were chosen to advance to skills testing. Six candidates advanced to interviews. An offer was made to one of the candidates, she accepted and successfully completed pre-employment screening. Expected start date is January 3rd,

POSITION TITLE: Assistant Finance Director
DEPARTMENT: Finance
DATE POSTED: 10/26/2022
AD DEADLINE: 11/16/2022
APPLICATIONS REC'D: 23 received
STATUS: The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GOVHR, ILCMA and IGFOA. First review of applications was held on November 9th. Six candidates were chosen for interview on November 28th and 29th. An offer was accepted and the candidate successfully completed pre-employment screening. She is expected to start on January 3rd.

POSITION TITLE: Maintenance II Crew Leader (internal recruitment)
DEPARTMENT: Public Works
DATE POSTED: 12/15/2022
AD DEADLINE: 12/21/2022
APPLICATIONS REC'D: 8 applications received.
STATUS: The position was posted internally for Teamster members. Applications are being reviewed by the Director and Asst. Director of Public Works. The candidates will complete skills testing and interview in January.

POSITION TITLE: Summer Civil Engineering Intern (3)
DEPARTMENT: Development Services
DATE POSTED: 12/14/2022
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 5 received to date
STATUS: The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GovHR and APWA. Applications are reviewed by the interview team as they are received. Interviews are planned for January.

POSITION TITLE: Information Technology Specialist I
DEPARTMENT: Information Technology
DATE POSTED: 12/13/2022
AD DEADLINE: 01/23/2023
APPLICATIONS REC'D: 45 received to date
STATUS: The position was posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, GMIS, GOVHR, PublicSalary and ILCMA. Applications were reviewed by the interview team as they were submitted. The recruitment team is assessing next steps with this position.

POSITION TITLE: Building Official
DEPARTMENT: Development Services
DATE POSTED: 12/12/2022
AD DEADLINE: 01/23/2023
APPLICATIONS REC'D: 4 received to date
STATUS: The position was revised and re-posted on the Village website and social media and broadcast email. The position was also posted on websites for Indeed, LinkedIn, NWBOCA, SBOC, GOVHR, PublicSalary, ILCMA, APA, ILAPA and IACE. First review of applications will be after January 3rd.

NEW STARTS

POSITION TITLE: Administrative Staff Assistant – part-time
DEPARTMENT: Development Services
DATE POSTED: 10/25/2022
AD DEADLINE: 11/11/2022
APPLICATIONS REC'D: 22 received to date

STATUS: The position was posted on the Village website and social media and broadcast email. Applications were reviewed by the interview team. Three candidates were chosen to advance to skills testing and interviews. An offer was made to one candidate. She accepted and successfully completed pre-employment screening. Her first day was December 5th.

POSITION TITLE: ASO I
DEPARTMENT: Police
DATE POSTED: 10/10/2022
AD DEADLINE: 10/24/2022
APPLICATIONS REC'D: 41 received
STATUS: The position was posted on the Village website, social media and broadcast email. Nine applicants were chosen for skills testing. Those candidates that meet the skills requirements interviewed in early November. One candidate was offered the position. He accepted and is completing pre-employment screening. He started on December 5th.

POSITION TITLE: Winter Seasonal (4)
DEPARTMENT: Public Works
DATE POSTED: 10/03/2022
AD DEADLINE: Until Filled
APPLICATIONS REC'D: 9 received
STATUS: The positions were posted on the Village website and social media and broadcast email. Two returning seasonal have applied. One new applicant interviewed and was offered the position. All three successfully completed pre-employment screening. They started in mid December. The department decided to close the recruitment.

POSITION TITLE: PW Supervisor **Internal Only**
DEPARTMENT: Public Works
DATE POSTED: 10/14/2022
AD DEADLINE: 10/21/2022
APPLICATIONS REC'D: 4 applications received.
STATUS: The position was posted internally for Teamster members. Applications were reviewed by the Director and Asst. Director of Public Works. The candidates completed skills testing and interviewed in November. An offer was made and the new supervisor started on December 12th.

POSITION TITLE: Police Officer (3)
DEPARTMENT: Police
DATE POSTED: NA
AD DEADLINE: NA
APPLICATIONS REC'D: NA
STATUS: Three new Police Officers started on December 5th.

SUMMARY OF EMPLOYMENT ACTIVITY DECEMBER 2022

	<u>Total Number</u>	<u>Position</u>
New Starts	8	ASO I Administrative Staff Asst. PW Winter Seasonal (3) Police Officer (3)
Separations	2	Police Officer Auxiliary EMA
Promotions	1	Maint II to PW Supervisor
Reclassifications	0	
Downgrades	0	
Transfers	0	
Retirements	1	Fire Lieutenant
Change of Status	0	

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	4	Asst. Finance Director Staff Assistant Civil Eng. Intern Crossing Guard
Separations	1	Deputy Village Clerk
Promotions	3	Firefighter to Fire Lieutenant (2) Fire Lieutenant to Captain
Transfers	0	
Reclassifications	1	Asst. to HRM Dir. To Asst. HRM Dir.
Change in Status	1	PT to FT Customer Service Rep
Retirements	1	Police Officer
New Positions	0	
Eliminated Positions	0	

2022 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	338	337
PART TIME EMPLOYEES	74	72
TEMPORARY EMPLOYEES	0	2

SEASONAL EMPLOYEES	21	3
INTERNS (PAID)	6	3
TOTAL	439	417

Total Vacancies:

Full Time

Budgeted – Posted

**Building Official
PD Staff Assistant
Assistant Finance Director
Maintenance II Crew Leader
Information Technology Specialist I**

Budgeted - Not Posted

**Sr. IS Specialist
Business Systems Analyst**

Part Time

Budgeted – Posted

Crossing Guard (3)

RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	49	924
Part Time – Response to Recruitments	2	125
Seasonal Applicants	10	38
TOTAL	61	1,086

**HUMAN RESOURCES MANAGEMENT
EMPLOYMENT ACTIVITY
DECEMBER 2022**

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
Anthony Rybarczyk	12/05/2022	ASO I	Lesley Acevedo
Gisselle Gonzalez	12/05/2022	Admin. Staff Asst.	Anisa Muratovic
Danny Gewarges	12/12/2022	Winter Seasonal	NA
Jorge Morales Medina	12/19/2022	Winter Seasonal	NA
Paul Reichel	12/19/2022	Winter Seasonal	NA
Ryan Camarata	12/05/2022	Police Officer	Mark Wondolkowski
Frank Novello	12/05/2022	Police Officer	Anthony Hanna
Alissa Sanchez	12/05/2022	Police Officer	Hugh Lynch

SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
Kevin Zarembo	12/15/2022	Police Officer	Resigned
Jason Loeb	12/02/2022	Fire Lieutenant	Retired
Hillary Gack	12/07/2022	Auxiliary EMA	Resigned

PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Tyler Wintz	12/12/2022	Maint. II CL	PW Supervisor

TRANSFERS

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

CHANGE IN STATUS

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

RECLASSIFICATION

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

UNPAID INTERNSHIPS/ADDITIONAL ACTIVITY

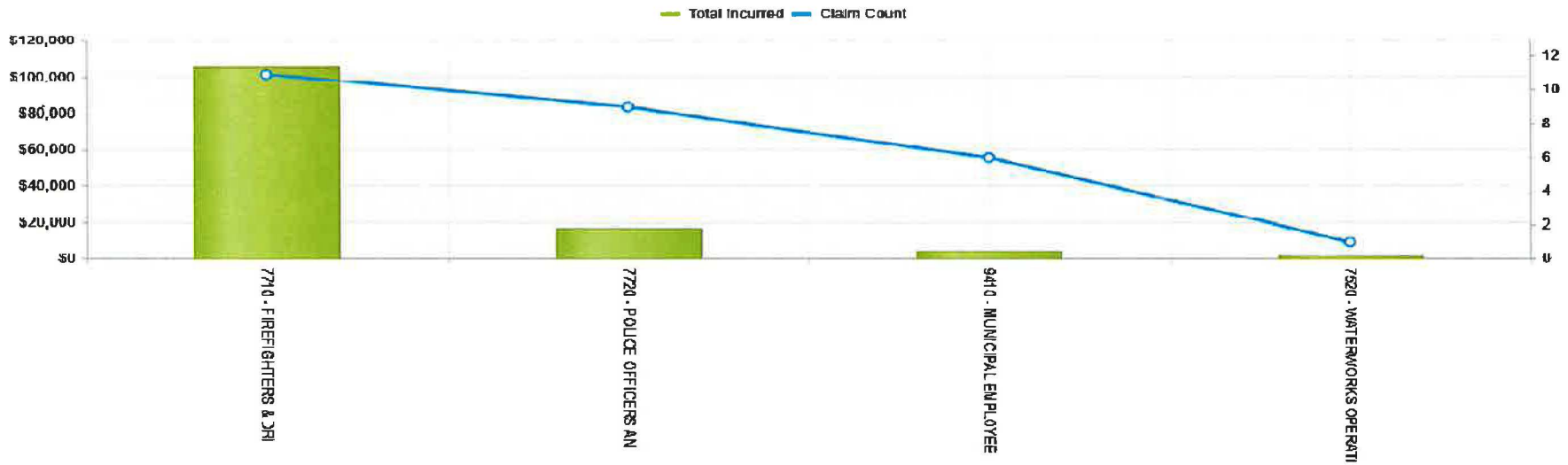
<u>Name</u>	<u>Effective Date</u>	<u>Position</u>	<u>Reason</u>
N/A			

**ADDITIONAL MONTHLY REPORT INFORMATION
DECEMBER 2022**

# Anniversaries	<u>4</u>
# Interviews conducted during month	<u>2</u>
# Orientations conducted during month	<u>8</u>

Village of Hoffman Estates
as of 12/31/2022

Job Class	Paid	Out Reserve	Recovered	Total Incurred	Claim Count	Cost per Claim
7710 - FIREFIGHTERS & DRIVERS	\$36,091.32	\$69,313.13	\$0.00	\$105,404.45	11	\$9,582.22
7720 - POLICE OFFICERS AND DRIVERS	\$4,658.51	\$12,390.00	\$0.00	\$17,048.51	9	\$1,894.28
9410 - MUNICIPAL EMPLOYEES, NOC	\$2,101.86	\$2,389.83	\$0.00	\$4,491.69	6	\$748.62
7520 - WATERWORKS OPERATION & DRIVERS	\$1,536.97	\$0.00	\$0.00	\$1,536.97	1	\$1,536.97
Totals:	\$44,388.66	\$84,092.96	\$0.00	\$128,481.62	27	\$4,758.58



EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 12/31/2022

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%	0	1	207,805.04	207,805.04		207,805.04	100.0%
97	8	Public Works	(Sub-Loc)	1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	100.0%
97	01	Village of Hoffman Estates	(Loc)	1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	100.0%
Totals for 1997 Claims:				1	100.0%	0	0	1	100%	0	1	207,805.04	207,805.04		207,805.04	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: 12/31/2022

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: 12/31/2022

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: 12/31/2022

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%

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From: 12/31/1996 Through: 12/31/2022

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.
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From: 12/31/1996 Through: 12/31/2022

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%

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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	31.7%
10	3	Fire (Sub-Loc)		16	38.1%	7	6	3	19%	0	16	12,938.68	207,018.95		207,018.95	36.3%
10	700	Patrol (Dept)		15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.5%

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10	7	Police	(Sub-Loc)	15	35.7%	7	4	4	27%	0	15	17,690.70	265,360.50		265,360.50	46.5%
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	1.2%
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	19,712.35	19,712.35		19,712.35	3.5%
10	8	Public Works	(Sub-Loc)	8	19.0%	6	2	0	0%	0	8	3,515.01	28,120.06		28,120.06	4.9%
10	01	Village of Hoffman Estates	(Loc)	42	100.0%	21	13	8	19%	0	42	13,575.53	570,172.31		570,172.31	100.0%
		Totals for 2010 Claims:		42	100.0%	21	13	8	19%	0	42	13,575.53	570,172.31		570,172.31	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%	0	12	2,365.84	28,390.13		28,390.13	8.3%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 12/31/2022

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%	0	20	10,193.57	203,871.39		203,871.39	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%	0	43	7,970.28	342,721.98		342,721.98	100.0%
Totals for 2012 Claims:			43	100.0%	34	5	4	9%	0	43	7,970.28	342,721.98		342,721.98	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	1	1	13%	0	8	4,307.66	34,461.25		34,461.25	7.4%
13	303	Emergency Medical Service (Dept)	6	15.4%	3	1	2	33%	0	6	35,673.45	214,040.72		214,040.72	45.9%
13	3	Fire (Sub-Loc)	14	35.9%	9	2	3	21%	0	14	17,750.14	248,501.97		248,501.97	53.3%
13	700	Patrol (Dept)	12	30.8%	4	2	6	50%	0	12	15,506.87	186,082.41		186,082.41	39.9%
13	701	Investigations (Dept)	1	2.6%	1	0	0	0%	0	1	1,134.37	1,134.37		1,134.37	0.2%
13	7	Police (Sub-Loc)	13	33.3%	5	2	6	46%	0	13	14,401.29	187,216.78		187,216.78	40.2%
13	801	Water & Sewer (Dept)	9	23.1%	8	1	0	0%	0	9	3,217.94	28,961.44		28,961.44	6.2%
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	6.3%
13	01	Village of Hoffman Estates (Loc)	39	100.0%	24	6	9	23%	0	39	11,948.09	465,975.68		465,975.68	100.0%
Totals for 2013 Claims:			39	100.0%	24	6	9	23%	0	39	11,948.09	465,975.68		465,975.68	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: 12/31/2022

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	47,862.44	504,605.65	69,743.59	574,349.24	68.7%
14	303	Emergency Medical Service	(Dept)	6	12.2%	3	1	2	33%	0	6	9,013.74	54,082.42		54,082.42	6.5%
14	3	Fire	(Sub-Loc)	18	36.7%	12	1	5	28%	1	17	34,912.87	558,688.07	69,743.59	628,431.66	75.1%
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	0.4%
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	0.4%
14	700	Patrol	(Dept)	16	32.7%	12	3	1	6%	0	16	12,041.83	192,669.28		192,669.28	23.0%
14	701	Investigations	(Dept)	1	2.0%	0	1	0	0%	0	1	213.50	213.50		213.50	0.0%
14	704	Traffic	(Dept)	1	2.0%	1	0	0	0%	0	1	1,148.28	1,148.28		1,148.28	0.1%
14	7	Police	(Sub-Loc)	18	36.7%	13	4	1	6%	0	18	10,779.50	194,031.06		194,031.06	23.2%
14	800	Streets	(Dept)	1	2.0%	1	0	0	0%	0	1	972.94	972.94		972.94	0.1%
14	801	Water & Sewer	(Dept)	5	10.2%	3	2	0	0%	0	5	1,205.25	6,026.24		6,026.24	0.7%
14	804	Forestry	(Dept)	3	6.1%	3	0	0	0%	0	3	1,103.67	3,311.00		3,311.00	0.4%
14	8	Public Works	(Sub-Loc)	9	18.4%	7	2	0	0%	0	9	1,145.58	10,310.18		10,310.18	1.2%
14	01	Village of Hoffman Estates	(Loc)	49	100.0%	35	8	6	12%	1	48	17,068.35	766,605.74	69,743.59	836,349.33	100.0%
Totals for 2014 Claims:				49	100.0%	35	8	6	12%	1	48	17,068.35	766,605.74	69,743.59	836,349.33	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%	0	9	29,860.63	268,745.66		268,745.66	64.7%
15	303	Emergency Medical Service	(Dept)	6	20.7%	4	0	2	33%	0	6	12,038.88	72,233.27		72,233.27	17.4%
15	3	Fire	(Sub-Loc)	15	51.7%	9	1	5	33%	0	15	22,731.93	340,978.93		340,978.93	82.1%
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%	0	7	9,232.10	64,624.67		64,624.67	15.6%
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%	0	8	8,192.21	65,537.67		65,537.67	15.8%
15	800	Streets	(Dept)	1	3.4%	1	0	0	0%	0	1	184.04	184.04		184.04	0.0%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 12/31/2022

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
15	801	Water & Sewer	(Dept)	1	3.4%	1	0	0	0%	0	1	582.07	582.07		582.07	0.1%
15	802	Building & Grounds	(Dept)	1	3.4%	1	0	0	0%	0	1	361.60	361.60		361.60	0.1%
15	804	Forestry	(Dept)	1	3.4%	1	0	0	0%	0	1	6,160.47	6,160.47		6,160.47	1.5%
15	8	Public Works	(Sub-Loc)	4	13.8%	4	0	0	0%	0	4	1,822.05	7,288.18		7,288.18	1.8%
15	01	Village of Hoffman Estates	(Loc)	29	100.0%	21	2	6	21%	0	29	14,314.99	415,134.83		415,134.83	100.0%
Totals for 2015 Claims:				29	100.0%	21	2	6	21%	0	29	14,314.99	415,134.83		415,134.83	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%	0	4	73,287.62	293,150.47		293,150.47	33.1%
16	3	Fire	(Sub-Loc)	7	18.9%	4	1	2	29%	0	7	42,078.42	294,548.91		294,548.91	33.3%
16	700	Patrol	(Dept)	16	43.2%	13	1	2	13%	0	16	33,242.87	531,885.85		531,885.85	60.1%
16	701	Investigations	(Dept)	1	2.7%	1	0	0	0%	0	1	7,112.66	7,112.66		7,112.66	0.8%
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%	0	18	29,952.16	539,138.94		539,138.94	61.0%
16	800	Streets	(Dept)	1	2.7%	1	0	0	0%	0	1	329.95	329.95		329.95	0.0%
16	801	Water & Sewer	(Dept)	4	10.8%	3	1	0	0%	0	4	4,394.90	17,579.60		17,579.60	2.0%
16	803	Equipment & Supply	(Dept)	3	8.1%	2	1	0	0%	0	3	7,918.56	23,755.68		23,755.68	2.7%
16	804	Forestry	(Dept)	3	8.1%	3	0	0	0%	0	3	2,216.74	6,650.22		6,650.22	0.8%
16	8	Public Works	(Sub-Loc)	11	29.7%	9	2	0	0%	0	11	4,392.31	48,315.45		48,315.45	5.5%
16	9	Information Systems	(Sub-Loc)	1	2.7%	1	0	0	0%	0	1	2,371.46	2,371.46		2,371.46	0.3%
16	01	Village of Hoffman Estates	(Loc)	37	100.0%	29	4	4	11%	0	37	23,902.02	884,374.76		884,374.76	100.0%
Totals for 2016 Claims:				37	100.0%	29	4	4	11%	0	37	23,902.02	884,374.76		884,374.76	100.0%
17	301	Fire Suppression	(Dept)	1	5.6%	0	0	1	100%	1	0	129,455.95	34,563.39	94,892.56	129,455.95	28.1%
17	303	Emergency Medical Service	(Dept)	5	27.8%	3	0	2	40%	1	4	64,484.81	271,970.52	50,453.51	322,424.03	70.1%
17	3	Fire	(Sub-Loc)	6	33.3%	3	0	3	50%	2	4	75,313.33	306,533.91	145,346.07	451,879.98	98.2%
17	700	Patrol	(Dept)	5	27.8%	5	0	0	0%	0	5	757.36	3,786.80		3,786.80	0.8%
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	0.2%
17	7	Police	(Sub-Loc)	7	38.9%	7	0	0	0%	0	7	700.20	4,901.38		4,901.38	1.1%
17	800	Streets	(Dept)	1	5.6%	1	0	0	0%	0	1	2,186.65	2,186.65		2,186.65	0.5%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1996 Through: 12/31/2022

Year	Code	Description		Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
17	804	Forestry (Dept)		4	22.2%	4	0	0	0%	0	4	246.90	987.59		987.59	0.2%
17	8	Public Works (Sub-Loc)		5	27.8%	5	0	0	0%	0	5	634.85	3,174.24		3,174.24	0.7%
17	01	Village of Hoffman Estates (Loc)		18	100.0%	15	0	3	17%	2	16	25,553.09	314,609.53	145,346.07	459,955.60	100.0%
Totals for 2017 Claims:				18	100.0%	15	0	3	17%	2	16	25,553.09	314,609.53	145,346.07	459,955.60	100.0%
18	100	Code Enforcement (Dept)		1	2.9%	0	1	0	0%	0	1	605.84	605.84		605.84	0.2%
18	1	Community Development (Sub-Loc)		1	2.9%	0	1	0	0%	0	1	605.84	605.84		605.84	0.2%
18	301	Fire Suppression (Dept)		8	23.5%	4	3	1	13%	0	8	6,056.13	48,449.03		48,449.03	15.1%
18	303	Emergency Medical Service (Dept)		5	14.7%	3	0	2	40%	1	4	18,884.64	75,213.38	19,209.81	94,423.19	29.5%
18	3	Fire (Sub-Loc)		13	38.2%	7	3	3	23%	1	12	10,990.17	123,662.41	19,209.81	142,872.22	44.7%
18	700	Patrol (Dept)		14	41.2%	11	1	2	14%	0	14	12,237.06	171,318.86		171,318.86	53.5%
18	7	Police (Sub-Loc)		14	41.2%	11	1	2	14%	0	14	12,237.06	171,318.86		171,318.86	53.5%
18	800	Streets (Dept)		2	5.9%	2	0	0	0%	0	2	375.71	751.41		751.41	0.2%
18	801	Water & Sewer (Dept)		1	2.9%	1	0	0	0%	0	1	618.53	618.53		618.53	0.2%
18	802	Building & Grounds (Dept)		1	2.9%	1	0	0	0%	0	1	1,855.66	1,855.66		1,855.66	0.6%
18	804	Forestry (Dept)		1	2.9%	1	0	0	0%	0	1	1,179.47	1,179.47		1,179.47	0.4%
18	805	Clerical (Dept)		1	2.9%	0	1	0	0%	0	1	727.84	727.84		727.84	0.2%
18	8	Public Works (Sub-Loc)		6	17.6%	5	1	0	0%	0	6	855.49	5,132.91		5,132.91	1.6%
18	01	Village of Hoffman Estates (Loc)		34	100.0%	23	6	5	15%	1	33	9,409.70	300,720.02	19,209.81	319,929.83	100.0%
Totals for 2018 Claims:				34	100.0%	23	6	5	15%	1	33	9,409.70	300,720.02	19,209.81	319,929.83	100.0%
19	301	Fire Suppression (Dept)		12	42.9%	8	1	3	25%	2	10	41,377.69	457,302.83	39,229.47	496,532.30	56.5%
19	303	Emergency Medical Service (Dept)		4	14.3%	3	0	1	25%	1	3	34,653.58	57,586.17	81,028.15	138,614.32	15.8%
19	3	Fire (Sub-Loc)		16	57.1%	11	1	4	25%	3	13	39,696.66	514,889.00	120,257.62	635,146.62	72.3%
19	700	Patrol (Dept)		12	42.9%	8	2	2	17%	1	11	20,320.28	224,937.07	18,906.28	243,843.35	27.7%
19	7	Police (Sub-Loc)		12	42.9%	8	2	2	17%	1	11	20,320.28	224,937.07	18,906.28	243,843.35	27.7%
19	01	Village of Hoffman Estates (Loc)		28	100.0%	19	3	6	21%	4	24	31,392.50	739,826.07	139,163.90	878,989.97	100.0%
Totals for 2019 Claims:				28	100.0%	19	3	6	21%	4	24	31,392.50	739,826.07	139,163.90	878,989.97	100.0%
20	100	Code Enforcement (Dept)		2	7.1%	1	1	0	0%	0	2	156.72	313.44		313.44	0.1%
20	1	Community Development (Sub-Loc)		2	7.1%	1	1	0	0%	0	2	156.72	313.44		313.44	0.1%
20	301	Fire Suppression (Dept)		11	39.3%	4	4	3	27%	2	9	14,715.94	133,933.79	27,941.58	161,875.37	54.8%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
From: 12/31/1996 Through: 12/31/2022

Year	Code	Description	Claim Cnt	% of Total	Med Only	Comp	Legl	% of Lgl	Open	Clsd	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
20	303	Emergency Medical Service (Dept)	3	10.7%	2	1	0	0%	0	3	11,668.95	35,006.86		35,006.86	11.9%
20	3	Fire (Sub-Loc)	14	50.0%	6	5	3	21%	2	12	14,063.02	168,940.65	27,941.58	196,882.23	66.7%
20	502	Employee Wellness (Dept)	1	3.6%	1	0	0	0%	0	1	2,451.12	2,451.12		2,451.12	0.8%
20	5	Health & Human Services (Sub-Loc)	1	3.6%	1	0	0	0%	0	1	2,451.12	2,451.12		2,451.12	0.8%
20	700	Patrol (Dept)	8	28.6%	2	5	1	13%	0	8	6,287.69	50,301.48		50,301.48	17.0%
20	7	Police (Sub-Loc)	8	28.6%	2	5	1	13%	0	8	6,287.69	50,301.48		50,301.48	17.0%
20	802	Building & Grounds (Dept)	2	7.1%	1	1	0	0%	0	2	1,380.38	2,760.75		2,760.75	0.9%
20	803	Equipment & Supply (Dept)	1	3.6%	0	0	1	100%	1	0	42,647.50	38,626.98	4,020.52	42,647.50	14.4%
20	8	Public Works (Sub-Loc)	3	10.7%	1	1	1	33%	1	2	15,136.08	41,387.73	4,020.52	45,408.25	15.4%
20	01	Village of Hoffman Estates (Loc)	28	100.0%	11	12	5	18%	3	25	10,548.45	263,394.42	31,962.10	295,356.52	100.0%
Totals for 2020 Claims:			28	100.0%	11	12	5	18%	3	25	10,548.45	263,394.42	31,962.10	295,356.52	100.0%
21	301	Fire Suppression (Dept)	3	12.0%	1	1	1	33%	1	2	4,962.27	4,784.96	10,101.84	14,886.80	5.2%
21	303	Emergency Medical Service (Dept)	4	16.0%	2	1	1	25%	1	3	16,129.65	53,192.98	11,325.63	64,518.61	22.6%
21	3	Fire (Sub-Loc)	7	28.0%	3	2	2	29%	2	5	11,343.63	57,977.94	21,427.47	79,405.41	27.8%
21	700	Patrol (Dept)	10	40.0%	7	2	1	10%	1	9	3,209.58	16,131.39	15,964.37	32,095.76	11.2%
21	702	Crime Prevention (Dept)	1	4.0%	1	0	0	0%	0	1	0.00	0.00		0.00	0.0%
21	7	Police (Sub-Loc)	11	44.0%	8	2	1	9%	1	10	2,917.80	16,131.39	15,964.37	32,095.76	11.2%
21	800	Streets (Dept)	2	8.0%	1	0	1	50%	1	1	8,738.09	4,076.38	13,399.79	17,476.17	6.1%
21	801	Water & Sewer (Dept)	2	8.0%	1	0	1	50%	0	2	60,898.32	121,796.63		121,796.63	42.6%
21	803	Equipment & Supply (Dept)	1	4.0%	0	0	1	100%	0	1	34,935.58	34,935.58		34,935.58	12.2%
21	8	Public Works (Sub-Loc)	5	20.0%	2	0	3	60%	1	4	34,841.68	160,808.59	13,399.79	174,208.38	61.0%
21	9	Information Systems (Sub-Loc)	2	8.0%	0	2	0	0%	0	2	0.00	0.00		0.00	0.0%
21	01	Village of Hoffman Estates (Loc)	25	100.0%	13	6	6	24%	4	21	11,428.38	234,917.92	50,791.63	285,709.55	100.0%
Totals for 2021 Claims:			25	100.0%	13	6	6	24%	4	21	11,428.38	234,917.92	50,791.63	285,709.55	100.0%
250	Village of Hoffman Estates			920		601	157	162		15	905	14,961.07	13,307,966.49	456,217.10	13,764,183.59

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

VILLAGE OF HOFFMAN ESTATES

Memo

TO: GAP Committee
FROM: Jennifer Djordjevic, Director of Operations/Outreach – Office of the Mayor and Board
RE: *Operations/Outreach Report*
PERIOD: December 2022

- Celtic Fest Commission Meeting on 12/6
- Volunteer Appreciation Dinner executed 12/7
- Coordinated Mayor and Board to attend Skate with Santa and Breakfast with Santa (December 11 and 10 respectively)
- Processed Liquor License Meeting for Bonny's on 12/13
- Assisted with Senior Commission Luncheon 12/14
- Attend Bell Works Holiday Party 12/13
- Assisted with Hilldale Homeowners Association event at Village Hall 12/13
- Organized student visit with Mayor and Village Staff (Larson Middle School) 12/15
- Scheduled Mortgage Mac/Lending Ribbon Cutting 12/20
- Wine Wednesday planned 12/21
- Processed Liquor License Meeting for KMJ BBQ
- Planned pre-event dinner for (December 5)
- Processed election condolence/congratulation letters
- Meetings scheduled as needed for Mayor and Trustees
- General Administrative work as needed
- Christmas Holiday

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