



AGENDA

GENERAL ADMINISTRATION & PERSONNEL COMMITTEE VILLAGE OF HOFFMAN ESTATES

December 14, 2009

Immediately Following Planning, Building, & Zoning Committee

Members: Karen Mills, Chairperson
Ray Kincaid, Vice-Chairperson
Gary Pilafas, Trustee

I. Roll Call

II. Approval of Minutes – November 9, 2009

NEW BUSINESS

1. Discussion regarding 2010 Village Board and Standing Committee meeting schedule.
2. Consider increase in membership of the Tartan Day Commission.
3. Discussion regarding Children's Memorial age requirements.
4. Discussion regarding Comcast's proposed acquisition of CIMCO Telecommunications.
5. Request acceptance of Cable TV Monthly Report.
6. Request acceptance of Human Resources Management Monthly Report.

III. President's Report

IV. Other

V. Adjournment

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

**GENERAL ADMINISTRATION & PERSONNEL
COMMITTEE MEETING MINUTES**

November 9, 2009

I. Roll Call

Members in Attendance:

**Karen Mills, Chairperson
Ray Kincaid, Vice Chairperson
Gary Pilafas, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Cary Collins
Trustee Jackie Green
Trustee Anna Newell
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplín, Asst. Vlg. Mgr., Dev. Services
Nathan Roseberry, Traffic Engineer
Don Plass, Director of Code
Peter Gugliotta, Director of Planning
Patrick Seger, Director of HRM
Clint Herdegen, Police Chief
Robert Gorvett, Fire Chief
Gary Skoog, ED Coordinator
Bev Romanoff, Village Clerk
Bruce Anderson, CATV Coordinator
Rebecca Suhajda, Administrative Intern
Doug Schultz, Public Relations Coordinator**

Others in Attendance

Reporter from Daily Herald

The General Administration & Personnel meeting was called to order at 8:44 p.m.

II. Approval of Minutes

Motion by Trustee Collins, seconded by Trustee Pilafas, to approve the special General Administration & Personnel Committee meeting minutes of September 30, 2009. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve the General Administration & Personnel Committee meeting minutes of October 19, 2009. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS**1. Discussion regarding the legislative update.**

An item summary sheet from Rebecca Suhajda was presented to Committee.

Trustee Pilafas stated that he has received comments from residents concerned about the pension increase on their tax bills.

There was discussion regarding SB 2011, Pension Fund Relief, and it was decided to do an article in the *Citizen* regarding the pension bill and the efforts of the Village.

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

An item summary sheet from Rebecca Suhajda was presented to Committee.

Motion by Trustee Kincaid, seconded by Trustee Collins, to approve an ordinance declaring Village property surplus and permitting the sale of personal property owned by the Village. Voice vote taken. All ayes. Motion carried.

3. Request authorization to award contract for full-service professional printing of the Citizen Newsletter to Hagg Press for years 2010 and 2011, with an option for 2012.

An item summary sheet from Doug Schultz was presented to Committee.

Robert Steinberg, resident, addressed the Committee, and stated that he would add an opt-out option to the contract if the Board decides to stop printing and mailing the Citizen Newsletter in the future. He suggested the Board e-mail the newsletter to residents and save money in mailing costs.

Jim Norris stated that since the newsletter is mailed in bulk, there is no way to pull out those addresses of homes that want to receive the newsletter via e-mail, so there would be no cost savings. Trustee Pilafas stated that doing so would require building a very large database that would cost money and time. Jim Norris also explained that a large part of our community is older and not computer savvy, nor does every resident have a computer.

Motion by Trustee Collins, seconded by Trustee Pilafas, to award a contract for full-service professional printing of the Citizen Newsletter to Hagg Press for years 2010 and 2011, with an option for 2012. Voice vote taken. Nay: Kincaid. Motion carried.

4. Request approval of an ordinance to enter into an Intergovernmental Agreement with various Illinois municipalities to form the Northern Illinois Municipal Natural Gas Franchise Consortium.

An item summary sheet from Rebecca Suhajda was presented to Committee.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve an ordinance to enter into an Intergovernmental Agreement with various Illinois municipalities to form the Northern Illinois Municipal Natural Gas Franchise Consortium. Voice vote taken. All ayes. Motion carried.

5. Request acceptance of Cable TV Monthly Report.

The Cable TV Monthly Report was submitted to the Committee.

Motion by Trustee Pilafas, seconded by Trustee Collins, to accept Cable TV monthly report. Voice vote taken. All ayes. Motion carried.

6. Request acceptance of Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was submitted to the Committee.

Motion by Trustee Pilafas, seconded by Trustee Collins, to accept Human Resources Management monthly report. Voice vote taken. All ayes. Motion carried.

III. President's Report

IV. Other

V. Adjournment

Motion by Trustee Pilafas, seconded by Mayor McLeod, to adjourn the meeting into Executive Session for Collective Bargaining at 9:15 p.m. Roll call vote taken. Ayes: Mills, Kincaid, Green, Newell, Pilafas, McLeod; Nay: Collins. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Discussion regarding the 2010 Village Board and Standing Committee meeting schedule

MEETING DATE: December 14, 2009

COMMITTEE: General Administration & Personnel Committee

FROM: Becky Suhajda, Administrative Intern

PURPOSE: To provide discussion regarding the 2010 Village Board and Standing Committee meeting schedule.

DISCUSSION: To determine if major religious holidays celebrated by the Christian, Islamic and Jewish faiths fall on the dates of scheduled 2010 Village Board and Standing Committee meetings, which may hinder public attendance, staff conducted a review of major religious holidays and created a calendar to depict the dates of such observances.

The following major religious holidays fall on scheduled meeting dates:

Passover (ends at sundown) – April 5, 2010

Eid al-Adha (begins at sundown) – November 15, 2010

Chanukah – December 6, 2010

Certain holidays begin at sundown and are celebrated until sundown the following evening. All of the holidays listed above are celebrated during the day and/or evening listed above, as well as the following day/evening. The above does not represent all religious holidays that are observed on Mondays; it reflects major holidays/high holy days, as determined through research of each faith tradition's major holidays.

The following national holidays fall on scheduled meeting dates:

Memorial Day - May 31

Labor Day – September 6

Staff has also compiled a list of conferences that the Village's Mayor and Trustees often attend that fall on Mondays:

1. International conference of Shopping Centers – May 22-25 (Monday May 24)
2. The United States Conference of Mayors: Winter Meeting Wednesday January 20th thru Friday January 22nd
3. 2010 IMCL (Making Cities Livable) October 17 thru October 21

Last year, the Village Board rescheduled summer Board meetings to the first Monday of the month and Committee meetings to the last Monday of the month, between July and August. If the Village were to follow the same schedule in 2010, Board meetings would be held on July 6 (Tuesday) and August 2. Committee meetings would be held: June 28, July 26 and August 23.

RECOMMENDATION: Staff recommends rescheduling Village board and Standing Committee meetings scheduled on April 5, May 24 and 31, September 6, October 18, November 15 and December 6.

Staff recommends scheduling summer Village Board meetings on July 6 and August 2 and Village Committee meetings on June 28, July 26 and August 30.

ATTACHMENTS: 1

VILLAGE OF HOFFMAN ESTATES - JANUARY, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 NEW YEAR'S DAY	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20 USCM: Winter Meeting	21 USCM: Winter Meeting	22 USCM: Winter Meeting	23
24	25	26	27	28	29	30
31						

VILLAGE OF HOFFMAN ESTATES - FEBRUARY, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26 Mawlid al-Nabi (l) begins at sundown	27 Mawlid al-Nabi (l)
28 Purim (J) begins at sundown						

VILLAGE OF HOFFMAN ESTATES - MARCH, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Purim (J)	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30 Pesach (Passover) (J) begins at sundown	31 Pesach - Primary Day			

VILLAGE OF HOFFMAN ESTATES - APRIL, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 Pesach (Passover) -- Intermediate Day	2 Pesach - Intermediate Day Good Friday (C)	3 Pesach - Intermediate Day
4 Pesach - Primary Day Easter Sunday (C)	5 Pesach - Primary Day	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

VILLAGE OF HOFFMAN ESTATES - MAY, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18 Shavu'ot (J) Begins at sundown	19 Shavu'ot (J)	20	21	22 ICSC
23 ICSC	24 ICSC	25 ICSC	26	27	28	29
30	31 Memorial Day					

VILLAGE OF HOFFMAN ESTATES - JUNE, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28 Summer Committee Meetings (recommended)	29	30			

VILLAGE OF HOFFMAN ESTATES - JULY, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1	2	3
4	5	6 Summer Board Meeting (recommended)	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26 Summer Committee Meeting (recommended)	27	28	29	30	31

VILLAGE OF HOFFMAN ESTATES - AUGUST, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Summer Board Meeting (recommended)	3	4	5	6	7
8	9	10	11 Ramadan (I) begins at sundown	12	13	14
15	16	17	18	19	20	21
22	23 Summer Committee Meetings (recommended)	24	25	26	27	28
29	30	31				

VILLAGE OF HOFFMAN ESTATES - SEPTEMBER, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1	2	3	4
5	6 Labor Day	7	8 Rosh Hashanah (J) begins at sundown	9 Rosh Hashanah (J)	10 Rosh Hashanah (J) Eid al-Fitr (I) End of Ramadan/Festival of Fast Breaking begins at sundown.	11 Eid al-Fitr (I)
12	13	14	15	16	17 Yom Kippur (J) begins at sundown	18 Yom Kippur (J)
19	20	21	22	23 Sukkot (J) begins at sundown	24 Sukkot	25
26	27	28	29	30 Shemini Atzeret (J) begins at sundown		

VILLAGE OF HOFFMAN ESTATES - OCTOBER, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Shemini Atzeret (J) begins at sundown	2 Shemini Atzeret (J)
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17 IMCL	18 IMCL	19 IMCL	20 IMCL	21 IMCL	22	23
24	25	26	27	28	29	30
31						

VILLAGE OF HOFFMAN ESTATES - NOVEMBER, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15 Eid al Adha (I) - Festival of Sacrifice begins at sundown	16 Eid al Adha (I) - Festival of Sacrifice	17	18	19	20
21	22	23	24	25 Thanksgiving	26	27
28	29	30				

VILLAGE OF HOFFMAN ESTATES - DECEMBER, 2010

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 First night of Chanukah (J)	2 Chanukah (J)	3 Chanukah (J)	4 Chanukah (J)
5 Chanukah (J)	6 Chanukah (J)	7 Chanukah (J) Muharram (I)	8 Chanukah (J)	9 Chanukah (J)	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24 Christmas Eve (C)	25 Christmas Day (C)
26 Kwanzaa	27 Kwanzaa	28 Kwanzaa	29 Kwanzaa	30 Kwanzaa	31 Kwanzaa	

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Tartan Day Commission

MEETING DATE: December 14, 2009

COMMITTEE: General Administration & Personnel

FROM: James H. Norris, Village Manager

PURPOSE: Consider increase in membership of the Tartan Day Commission.

DISCUSSION: The Tartan Day Commission currently has nine (9) members and Mayor McLeod has requested consideration to expand the membership of the Tartan Day Commission by four to 13 members. A draft resolution is attached.

RECOMMENDATION: For discussion and potential approval of the draft Resolution.

VILLAGE OF HOFFMAN ESTATES

A RESOLUTION CREATING THE
TARTAN DAY COMMISSION
OF THE VILLAGE OF HOFFMAN ESTATES

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 Tartan Day Commission of the Village of Hoffman Estates be and the same is hereby created as follows:

A. TARTAN DAY COMMISSION

There is hereby created the Tartan Day Commission of the Village of Hoffman Estates.

B. MEMBERSHIP

The Tartan Day Commission shall consist of thirteen (13) members, one of whom shall be a chairman.

C. HOW APPOINTED – QUALIFICATIONS

The members of said Commission shall be appointed by the President with the consent of the Board of Trustees. All members of the Tartan Day Commission shall be residents of or employed in the Village of Hoffman Estates.

D. TERMS OF OFFICE

Seven (7) members of the Commission shall be appointed for a term of two (2) years expiring upon an even year and six (6) members of the Commission shall be appointed for a term of two (2) years expiring upon an odd year.

E. DUTIES OF THE TARTAN DAY COMMISSION

1. Organize activities around the Heartland International Tattoo designed to celebrate the cultural diversity in the Village.
2. Organize the annual Tartan Day Parade by soliciting participants through mailings and attending area events to invite area organizations.
3. Organize the annual “Celebration of Nations” performance event with food and retail vendors in an effort to provide Hoffman Estates residents and regional cultural groups from past Unity Day events the opportunity to view cultural performances, purchase ethnic foods and items.
4. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.

F. ASSISTANCE

The Village Manager is hereby directed to provide such guidance and counsel to the Tartan Day Commission as may be required or requested from time to time.

G. COMPENSATION OF MEMBERS

The members of the Tartan Day Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time and as provided by Resolution of the President and Board of Trustees.

H. BUDGET

The budget shall be determined as the President and Board of Trustees deem appropriate.

I. REPORTS

The chairman of the Tartan Day Commission shall submit to the President and Board of Trustees an annual written report of the activities of said Commission by January 15 of each year. The Commission shall keep a written record of all official meetings.

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

PASSED THIS _____ day of _____, 2009

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Cary J. Collins	_____	_____	_____	_____
Trustee Raymond M. Kincaid	_____	_____	_____	_____
Trustee Jacquelyn Green	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2009

Village President

ATTEST:

Village Clerk

COMMITTEE AGENDA ITEM

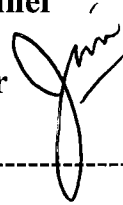
VILLAGE OF HOFFMAN ESTATES

SUBJECT: Children's Memorial Commission

MEETING DATE: December 14, 2009

COMMITTEE: General Administration & Personnel

FROM: James H. Norris, Village Manager



PURPOSE: Discussion regarding Children's Memorial age requirements.

BACKGROUND: The Children's Memorial Commission was created by in 2004 by Resolution No. 1230-2004 and amended in 2007 by Resolution No. 1329-2007.

DISCUSSION: Currently, the duties of the Commission are:

1. To establish and maintain a site for memorials.
2. To establish memorials for children of Hoffman Estates residents or who have attended School Districts 15, 46, 54, 211, 220, 300 or Harper or Elgin Community College who have died prior to their 22nd birthday.
3. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.

Mayor McLeod has requested additional discussion regarding this item. The item summary sheet from the GAP Committee meeting in 2007, as well as the Resolutions approved in 2004 and 2007, are attached for your review.

RECOMMENDATION: For discussion.

COMMITTEE AGENDA ITEM VILLAGE OF HOFFMAN ESTATES

SUBJECT: Children's Memorial Commission - Duties

MEETING DATE: May 14, 2007

COMMITTEE: General Administration & Personnel

FROM: Richard N. Williams, Corporation Counsel

PURPOSE: Review duties of the Commission.

BACKGROUND: The Children's Memorial Commission was created by Resolution No. 1230-2004.

DISCUSSION: Currently, the duties of the Commission are:

1. To establish and maintain a site for memorials.
2. To establish memorials for children of Hoffman Estates residents who have died prior to their 22nd birthday.
3. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.

The Commission has recommended and Mayor McLeod has requested that #2 above be amended to also include students who have attended School Districts 15, 45, 54, 211, 220, 300, or Harper College or Elgin Community College. A draft Resolution indicating the change is attached for review.

RECOMMENDATION: For discussion.

**A RESOLUTION CREATING THE
CHILDREN'S MEMORIAL COMMISSION
OF THE VILLAGE OF HOFFMAN ESTATES**

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 Children's Memorial Commission of the Village of Hoffman Estates be and the same is hereby created as follows:

A. CHILDREN'S MEMORIAL COMMISSION

There is hereby created the Children's Memorial Commission of the Village of Hoffman Estates.

B. MEMBERSHIP

The Children's Memorial Commission shall consist of seven (7) members, one of whom shall be a chairman.

C. HOW APPOINTED - QUALIFICATIONS

The members of said Commission shall be appointed by the President with the consent of the Board of Trustees. All members of the Children's Memorial Commission shall be residents of or employed in the Village of Hoffman Estates.

D. TERMS OF OFFICE

Four (4) members shall be appointed to serve an initial term expiring April 30, 2005, and three members shall be appointed to serve an initial term expiring April 30, 2006 and terms shall be for two (2) years thereafter. Vacancies of the Children's Memorial Commission for any unexpired term shall be filled in the same manner as herein provided for the original appointment.

E. DUTIES OF THE CHILDREN'S MEMORIAL COMMISSION

1. To establish and maintain a site for memorials.
2. To establish memorials for children of Hoffman Estates residents or who have attended School Districts 15, 46, 54, 211, 220, 300, or Harper College or Elgin Community College who have died prior to their 22nd birthday.
3. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.

F. ASSISTANCE

The Village Manager is hereby directed to provide such guidance and counsel to the Children's Memorial Commission as may be required or requested from time to time.

G. COMPENSATION OF MEMBERS

The members of the Children's Memorial Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time and as provided by Resolution of the President and Board of Trustees.

H. BUDGET

The budget shall be determined as the President and Board of Trustees deem appropriate.

I. REPORTS

The chairman of the Children's Memorial Commission shall submit to the President and Board of Trustees an annual written report of the activities of said Commission by January 15 of each year. The Commission shall keep a written record of all official meetings.

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

PASSED THIS 14th day of May, 2007

APPROVED THIS 14th day of May, 2007

VOTE	AYE	NAY
Trustee Mills	<u>X</u>	___
Trustee Collins	<u>X</u>	___
Trustee Kincaid	<u>X</u>	___
Trustee Green	<u>X</u>	___
Trustee Newell	<u>X</u>	___
Trustee Pilafas	<u>X</u>	___

APPROVED:

William D. McLeod
Village President

ATTEST:

Virginia Mary Hayter
Village Clerk

HB 1017 – This Bill amends the Fire Department Promotion Act. The Village would be required to utilize assessors from a roster maintained by the State Fire Marshal. Currently, the Village selects assessors utilized for Fire Department promotions. The Illinois Municipal League opposes this Bill.

HB 1884 – This Bill amends the Tax Increment Allocation Redevelopment Act. This Bill would allow transit-oriented development projects, including those surrounding the proposed Metra STAR Line, would be eligible for TIF.

HB 2303 – This Bill would provide that the Department of Commerce and Economic Opportunity would monitor all impact studies conducted under Sect. 11-12-14 of the Illinois Municipal Code and shall submit a report to the Governor by March 1 of every year.

SB 0001 – This Bill creates a gross receipts tax, which is imposed on the gross income of all business taxpayers. This plan could negatively impact businesses in Illinois and could cause some to relocate outside of Illinois. The Village opposes this Bill.

SB 1429 – This Bill changes the way sales tax is collected and allocated and would impact the Village's local sales tax and food and beverage tax. Mr. Norris stated that the Village may benefit from this plan and it is recommended that the Village take a neutral position at this time.

Motion by Trustee Green, seconded by Trustee Pilafas, to oppose House Bills 511, 1017 and 1884. Voice vote taken. All ayes. Motion carried.

2. Discussion regarding Children's Memorial Commission.

An item summary sheet from Richard Williams was submitted to the Committee.

Scott Triphahn, Chair of the Children's Memorial Commission, addressed the Committee and stated that on behalf of the Commission, the Commission requests that the age restriction on the existing Resolution be removed and allow any age. The Commission feels that a parent's child is always their child, regardless of age, and the Commission would like to recognize any Hoffman Estates' resident's deceased child.

Ed Frank, member of Children's Memorial Commission, addressed the Committee and stated that when he was a Village Trustee, this Commission was formed to recognize and honor children (under 22 years of age) who have passed away. If the age restriction is removed, it is no longer a "children's" memorial and becomes a memorial for deceased of all ages. Mr. Frank also stated that the Children's Memorial Commission should include children of residents of Hoffman Estates only, and not for children who attend Hoffman Estates schools, but may live in Schaumburg, Palatine or Streamwood.

Scott Triphahn stated that the Commission believes that children's lives overlap and that kids who attend Hoffman Estates schools, whether they are a resident or not, are part of the community and should be included.

Motion by Mayor McLeod, seconded by Trustee Kincaid, to approve resolution for Children's Memorial Commission with the amendment to include children from all school districts within the Village, and to keep the age restriction. Voice vote taken. All ayes. Motion carried.

3. Discussion regarding Disabled and Seniors Commission.

An item summary sheet from Richard Williams was submitted to the Committee.

Mayor McLeod stated that this issue came about because the Disabled & Seniors Commission has grown from 7 to 17 members over the years and while the mission is similar, more specific projects and goals can be accomplished by dividing the Commission into two (2) separate Commissions.

Trustee Mills agreed that it makes sense to separate the Commissions.

Motion by Mayor McLeod, seconded by Trustee Pilafas, to approve a resolution for Disabled Citizens Commission and one for Senior Citizens Commission. Voice vote taken. All ayes. Motion carried.

4. Request approval to dispose of Village records that have exceeded their State-required retention period.

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

Motion by Trustee Collins, seconded by Trustee Green, to approve disposal of Village records that have exceeded their State-required retention period. Voice vote taken. All ayes. Motion carried.

5. Request waiver of certain fees by the Hoffman Estates Jaycees for the summer carnival, June 7-10, 2007.

An item summary sheet from Sharon Turlek was submitted to the Committee.

Motion by Trustee Collins, seconded by Mayor McLeod, to approve request by Hoffman Estates Jaycees for waiver of Village fees associated with the summer carnival, June 7-10, 2007. Voice vote taken. All ayes. Motion carried. (Abstain: Kincaid).

6. Request waiver of certain fees by Gigi's Playhouse for the Fun Run and Walk on June 10, 2007.

An item summary sheet from Sharon Turlek was submitted to the Committee.

Motion by Trustee Collins, seconded by Mayor McLeod, to approve request by Gigi's Playhouse for waiver of Village fees associated with the Fun Run and Walk on June 10, 2007. Voice vote taken. All ayes. Motion carried.

**A RESOLUTION CREATING THE
CHILDREN'S MEMORIAL COMMISSION
OF THE VILLAGE OF HOFFMAN ESTATES**

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 Children's Memorial Commission of the Village of Hoffman Estates be and the same is hereby created as follows:

A. CHILDREN'S MEMORIAL COMMISSION

There is hereby created the Children's Memorial Commission of the Village of Hoffman Estates.

B. MEMBERSHIP

The Children's Memorial Commission shall consist of seven (7) members, one of whom shall be a chairman.

C. HOW APPOINTED - QUALIFICATIONS

The members of said Commission shall be appointed by the President with the consent of the Board of Trustees. All members of the Children's Memorial Commission shall be residents of or employed in the Village of Hoffman Estates.

D. TERMS OF OFFICE

Four (4) members shall be appointed to serve an initial term expiring April 30, 2005 and three (3) members shall be appointed to serve an initial term expiring April 30, 2006 and terms shall be for two (2) years thereafter. Vacancies of the Children's Memorial Commission for any unexpired term shall be filled in the same manner as herein provided for the original appointment.

E. DUTIES OF THE CHILDREN'S MEMORIAL COMMISSION

1. To establish and maintain a site for memorials.
2. To establish memorials for children of Hoffman Estates residents who have died prior to their 22nd birthday.
3. Such other duties as shall be determined as the President and Board of Trustees deem appropriate.

F. ASSISTANCE

The Village Manager is hereby directed to provide such guidance and counsel to the Children's Memorial Commission as may be required or requested from time to time.

G. COMPENSATION OF MEMBERS

The members of the Children's Memorial Commission shall receive such compensation as deemed appropriate by the President and Board of Trustees from time to time and as provided by Resolution of the President and Board of Trustees.

H. BUDGET

The budget shall be determined as the President and Board of Trustees deem appropriate.

I. REPORTS

The chairman of the Children's Memorial Commission shall submit to the President and Board of Trustees an annual written report of the activities of said Commission by January 15 of each year. The Commission shall keep a written record of all official meetings.

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

PASSED THIS 6th day of JULY, 2004

APPROVED THIS 6th day of JULY, 2004

VOTE	AYE	NAY
Trustee Kenley-Rupnow	<u>x</u>	___
Trustee Frank	<u>x</u>	___
Trustee Mills	<u>x</u>	___
Trustee Boester	x	___
Trustee Rusakiewicz	<u>x</u>	___
Trustee Collins	<u>x</u>	___

APPROVED:

William D. McLeod
Village President

ATTEST:

Virginia Mary Skyles
Village Clerk

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Comcast acquisition of CIMCO Telecommunications

MEETING DATE: December 14, 2009

COMMITTEE: General Administration and Personnel

FROM: Bruce Anderson, CATV Coordinator

PURPOSE: For discussion of Comcast's proposed acquisition of CIMCO Telecommunications.

BACKGROUND: Comcast is the Village's cable TV provider. As such, they offer video, voice and data services to the residents of Hoffman Estates.

Comcast is attempting to acquire CIMCO, a Competitive Local Exchange Carrier (CLEC) that provides telecommunications services, mainly to mid-sized businesses, by reselling capacity from other telephone companies. This would add more business communications services to Comcast's portfolio of telecom services. CIMCO currently provides service to approximately 14 businesses in Hoffman Estates.

DISCUSSION: As Comcast is a telecom company seeking to acquire another telecom company in its service area, it must request a waiver of Section 652 (b) by the FCC as it may diminish the availability of competitive telecommunications products. As part of the waiver process, franchising authorities (FAs) are asked to determine if they approve or disapprove of the transaction.

The FCC has put in place a 60 day time period for FAs to notify the FCC if they have concerns about the acquisition. If a FA does not object within the 60 day period the FCC will consider that an approval by the FA. Interested parties must file comments or petitions to deny by December 31, 2009.

Staff does not see a reason to object to the proposed acquisition by Comcast.

FINANCIAL IMPACT: There will be no financial impact, as any fees or taxes paid by CIMCO would be paid by Comcast.

RECOMMENDATION: For purposes of discussion.



Comcast Cable Communications, LLC
1500 McConnor Parkway
Schaumburg, IL 60173

December 3, 2009

Mr. Bruce Anderson
Cable Coordinator
Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169

Re: Comcast Phone of Illinois, LLC – CIMCO Transaction

Dear Mr. Anderson:

As you know, Comcast Corporation (“Comcast”), through its affiliates, offers customers in the Village of Hoffman Estates a choice in competitive, advanced services such as video, high speed Internet and voice service. We are pleased to inform you that Comcast soon plans to acquire the commercial subscribers of CIMCO, a provider of broadband and voice services to the business community. Specifically, CIMCO’s assets will be acquired by Comcast Phone of Illinois, LLC, which is certificated by the Illinois Commerce Commission to provide such services in Illinois.

By way of background, CIMCO currently provides its services to approximately 14 business customers in the Village of Hoffman Estates. The company does not serve any residential customers in your community. Unlike traditional telephone companies (and cable companies) that run wires and other facilities through the public rights-of-way (i.e., under streets and sidewalks) to reach customers, CIMCO does not own any facilities in the rights-of-way. Instead, CIMCO provides service to its customers through capacity that it leases from traditional telephone companies whose facilities are in the rights-of-way in the Village of Hoffman Estates. Because CIMCO has no facilities in the public rights-of-way, CIMCO has no agreement with the Village of Hoffman Estates.

Comcast affiliates and CIMCO are following applicable state processes and have also applied to the Federal Communications Commission (“FCC”) for approval to acquire the commercial subscribers of CIMCO. In certain circumstances, Section 652(b) of the federal Communications Act restricts a cable company (or its affiliates) from acquiring a telephone company which provides telephone service within the cable company’s franchise area. This provision can be waived by the FCC upon an appropriate showing that the public interest will be served by the transaction and if the affected local franchising authority approves of such waiver.

As explained in the attached FCC Public Notice issued on December 1, 2009, Comcast affiliates have requested the FCC to waive the Section 652(b) restriction described above. The FCC has established a process for local franchising authorities to express their approval or disapproval of the requested waiver that will minimize the burden on local franchising authorities. The FCC will deem a local franchising authority to have approved the waiver

request if the local franchising authority does not express disapproval to the FCC within 60 days of being served with the FCC Public Notice. This letter constitutes such service to the Village of Hoffman Estates. As stated in the FCC Public Notice, any comments expressing disapproval should be explained on grounds related to the proposed CIMCO transaction. The Public Notice also provides the specific filing instructions needed to express your approval or disapproval to the FCC.

The acquisition of the commercial subscribers of CIMCO by Comcast Phone of Illinois, LLC will have absolutely no impact on Comcast's continued provision of cable television and other services to residents of the Hoffman Estates and we believe that the transaction will strengthen competition in the business services market by combining the resources of Comcast Phone of Illinois, LLC with CIMCO. The combined resources of the companies will allow for more effective competition in the provision of broadband and voice services to business customers in your community.

Should you have any questions or concerns about the proposed transaction or the FCC's Public Notice, call me at (847) 585-6341 or send an email to daniel_maloney@cable.comcast.com.

Sincerely,



Daniel T. Maloney
Director of Government Affairs

Enclosure: FCC Public Notice



PUBLIC NOTICE

Federal Communications Commission
445 12th St., S.W.
Washington, D.C. 20554

News Media Information 202 / 418-0500
Internet: <http://www.fcc.gov>
TTY: 1-888-835-5322

FCC 09-104

Released: December 1, 2009

**APPLICATION FILED FOR THE ACQUISITION OF CERTAIN ASSETS AND
AUTHORIZATIONS OF CIMCO COMMUNICATIONS, INC. BY COMCAST
PHONE LLC, COMCAST PHONE OF MICHIGAN, LLC AND COMCAST
BUSINESS COMMUNICATIONS, LLC**

PLEADING CYCLE ESTABLISHED

WC Docket No. 09-183

Comment Date: December 31, 2009

Reply Comment Date: January 15, 2010

On October 7, 2009, CIMCO Communications, Inc. (CIMCO), and Comcast Phone, LLC (Comcast Phone), Comcast Phone of Michigan (Comcast Phone Michigan), LLC and Comcast Business Communications, LLC (Comcast Business) (together, Comcast Entities) (CIMCO and Comcast Entities together, Applicants) filed an application¹ pursuant to section 214 of the Communications Act of 1934, as amended.² Applicants seek Commission approval of the transfer of certain CIMCO assets and authorizations to Comcast Entities.

CIMCO, an Illinois corporation, offers various telecommunications services including local exchange, long distance, and data services in Illinois (particularly in the Chicago metropolitan area), Indiana, Michigan, Ohio, and Wisconsin. CIMCO also provides interexchange long distance communications services in 40 other states, plus the District of Columbia.³ CIMCO provides local

¹ CIMCO Communications, Inc. and Comcast Phone, LLC, Comcast Phone of Michigan, LLC, and Comcast Business Communications, LLC Combined International and Domestic Application, WC Docket No. 09-183 (filed October 7, 2009) (Application). Applicants filed a supplement to their Application on October 28, 2009. *See* Letter from Charles W. Logan, Counsel to Assignees to Marlene H. Dortch, Secretary, FCC, WC Docket No. 09-183 (filed Oct. 28, 2009) (Oct. 28 *Ex Parte* Letter). At the time of filing their Application, Applicants also filed a request for confidential treatment seeking protection for proprietary or confidential information included in the Application. Accordingly, the Wireline Competition Bureau adopted and released a Protective Order to ensure that any documents containing such information receive adequate protection. *See Applications Filed for the Acquisition of Certain Assets and Authorizations of CIMCO Communications, Inc. by Comcast Phone, LLC, Comcast Phone of Michigan, LLC and Comcast Business Communications, LLC*, Protective Order, WC Docket No. 09-183, DA No. 09-2516 (rel. Dec. 1, 2009).

² 47 U.S.C. § 214.

³ A list of the states in which CIMCO provides service is available in the Application. *See* Application at 8.

exchange telephone services to business customers in approximately 298 local service areas throughout the states identified above in which Comcast or one of its affiliates holds a franchise to offer cable television service. CIMCO states that its customer base consists almost exclusively of medium-sized and enterprise business customers. William A. Capraro, Jr., a U.S. citizen and CIMCO's founder, directly or indirectly controls 100 percent of CIMCO's equity.

Comcast Corporation, a Pennsylvania corporation, provides service through its operating subsidiaries, including the Comcast Entities, which are all Delaware limited liability companies. These subsidiaries provide video and data services to customers in 39 states and the District of Columbia and also provide voice services to customer in 37 of those states plus the District of Columbia.⁴ No party other than Comcast Corporation and its wholly owned intermediate subsidiaries owns a 10 percent or greater direct or indirect interest in Comcast entities. Brian L. Roberts, Comcast Corporation's Chairman and Chief Executive Officer, a U.S. citizen, is the beneficial owner of stock that represents 33 1/3 percent of the combined voting power of the two classes of Comcast Corporation's voting common stock. Mr. Roberts's stock interest is held through his control of BRCC Holdings LLC, a Delaware limited liability company and certain trusts.

On September 16, 2009, CIMCO and Comcast Entities entered into an Asset Purchase Agreement (Agreement) by which CIMCO will sell to Comcast Entities and their operating subsidiaries a variety of domestic and international telecommunications assets, including telephone service customer accounts and related data, databases, and customer records needed to support the provision of interstate, interexchange and international telecommunications services to those customers in 45 states and the District of Columbia. The terms described in the Application are part of a larger transaction in which the Comcast entities will, directly and through their operating subsidiaries, acquire CIMCO's telecommunications operating assets applicable to their individual service areas and Comcast Phone of Illinois, LLC (Comcast Illinois) will acquire the assets and business of Capraro Development through the merger of Capraro Development with and into Comcast Illinois.⁵

LOCAL FRANCHISING AUTHORITY APPROVAL

The Applicants request a waiver of the restrictions of section 652(b) of the Communications Act in the event the Commission deems this provision applies to the proposed transaction.⁶ Section 652(b) prohibits cable operators from acquiring "directly or indirectly, more than a 10 percent financial interest,

⁴ Lists of the states in which Comcast provides voice services, video and data services, and wholesale services are provided in Appendix A of the Applicants' supplement. See Oct. 28 *Ex Parte* Letter at A-1, A-2.

⁵ Applicants state that Capraro Development provides resold wholesale local exchange service on an intracompany basis only to CIMCO in Illinois. Applicants submit that Capraro operates solely as a private carrier and thus contend that the merger of Capraro Development with and into Comcast-Illinois will not involve the transfer of any customers or lines that would constitute an assignment requiring Commission approval pursuant to Section 214.

⁶ Application at 9. The Applicants contend that the Commission reasonably could interpret section 652(b) as not applying to the proposed transaction because CIMCO did not begin offering telephone exchange service until after January 1, 1993. Application at 11 n.15, citing 47 U.S.C. § 572(e) (defining the term "telephone service area"). Nevertheless, the Applicants request that the Commission "process their application on the basis of their waiver request, and to assume that section 652(b) applies to this transaction without deciding whether, in the context of a cable operator's acquisition of a CLEC, section 652(b) applies to competitive local exchange carriers (LECs) that were not providing telephone exchange service as of January 1, 1993." *Id.*

or any management interest, in any local exchange carrier providing telephone exchange service within such cable operator's franchise area."⁷ Section 652(d)(6)(iii) authorizes the Commission to waive section 652(b) if: (1) "the anticompetitive effects of the proposed transaction are clearly outweighed in the public interest by the probable effect of the transaction in meeting the convenience and needs of the community to be served" and (2) the relevant local franchising authorities approve of such waiver.⁸

The Applicants claim the proposed transaction satisfies the public interest prong of section 652(d)(6).⁹ In particular, the Applicants argue that the proposed transaction has "no anticompetitive effects, because CIMCO and Comcast have focused their voice services on different market segments and for the most part do not compete with each other."¹⁰ Further, the Applicants argue that the proposed transaction will help meet "the convenience and needs of the community to be served" because the effect of the transaction would be to: "(i) help Comcast to compete more effectively in the medium-sized and enterprise business marketplace, (ii) provide substantial benefits to CIMCO's existing customers, and (iii) promote facilities-based competition."¹¹ We seek comment from the public on whether the proposed transaction and present record satisfy the waiver criteria set forth in section 652(d)(6)(A)(iii). If not, is there any additional evidence that might demonstrate whether the section 652(d)(6)(A)(iii) criteria are satisfied?

The Commission may waive the restrictions of subsection 652(b) only if it finds the relevant local franchising authorities approve of such waiver.¹² We note that neither the Communications Act nor our Rules establish a particular process for a local franchising authority to express its approval or disapproval of the Commission's possible waiver of the restrictions of section 652(b), and we are aware of no prior instance where an applicant has sought such a waiver. The Applicants propose that the Commission establish a process for obtaining approvals from local franchise authorities, under which the Commission will deem a local franchise authority to have approved of the waiver request if the authority "does not file comments within thirty days of being served with the Public Notice."¹³ While we agree with the Applicants that establishing a process for determining whether a local franchising authority approves of the proposed waiver is within the Commission's discretion and serves Congress' goals in section 652,¹⁴

⁷ 47 U.S.C. § 572(b). Section 652(a) places a converse prohibition on local exchange carriers and their affiliates. 47 U.S.C. § 572(a). In addition, section 652 prohibits cable operators and LECs from entering "into any joint venture or partnership to provide video programming directly to subscribers or to provide telecommunications services" in the overlap area of the providers' cable franchise area and telephone service area, respectively. 47 U.S.C. § 572(c). Section 652 is implemented in the Commission's rules at 47 C.F.R. § 76.505.

⁸ 47 U.S.C. § 572(d)(6)(A)(iii) & (B). The Applicants do not claim to satisfy the other waiver criteria set forth in section 652(d)(6)(A). See 47 U.S.C. § 572(d)(6)(A)(i) & (ii).

⁹ 47 U.S.C. § 572(d)(6)(A)(iii).

¹⁰ Application at 12.

¹¹ *Id.*

¹² 47 U.S.C. § 572(d)(6)(B).

¹³ See Application at 21

¹⁴ *Id.* (stating that "[n]either section 652 nor the legislative history defines the process for obtaining such local franchising authority (LFA) approvals, leaving it to the Commission's reasonable discretion to do so"); see also *Core Commc'ns, Inc. v. Verizon PA, Inc.*, 493 F.3d 333, 343 (3d Cir. 2007) (upholding the procedures the Commission adopted for state section 252 arbitrations, stating that "*Chevron* deference is premised on the idea that (continued . . .)

we disagree with the Applicants that 30 days is a sufficient time for us to conclude that any local franchising authority that has not yet objected to the Commission's waiver of the restrictions of section 652(b) approves of such waiver.¹⁵ We accordingly provide local franchising authorities with 60 days from the date of service by the Applicants, as discussed below, to object to a waiver of the restrictions of section 652(b).

According to the Application, there are 274 franchising authorities implicated by the waiver approval process for the proposed transaction.¹⁶ The Applicants state they expect that a significant number of these local franchising authorities may "take no steps to express their view regarding the waiver request, even though they have no objection to the request."¹⁷ Among other reasons, the Applicants argue that inaction on the part of some local franchising authorities is likely because the "proposed transaction involves very few customers in any individual local franchising authority, as well as the fact that the local franchising authorities do not regulate CIMCO's service and CIMCO does not use any local rights of way."¹⁸ The Applicants further contend that the "delays and uncertainty created by an indefinite [local franchising authority] approval process would have a significant adverse impact on CIMCO's business," and that without some time limit on the local franchising authority approval process, Congress's intent in establishing the waiver process would be undermined.¹⁹

Although we encourage all relevant franchising authorities to inform the Commission directly as to whether they approve or disapprove of the proposed waiver, we find that the Applicants' procedural concerns are reasonable. Consequently, we adopt the process described below for soliciting responses from the relevant local franchising authorities and for determining whether a local franchising authority "approves of" a Commission waiver of the restrictions of section 652(b). We believe this process will help ensure that, if the Commission finds that a waiver of the restrictions of section 652(b) is warranted, the Commission's decision is not delayed by inaction of a local franchising authority.

Local Franchising Authority Approval or Disapproval of a Requested Waiver of the Restrictions of Section 652(b). We direct the Applicants to serve, within 10 days of release of this Public Notice, a copy of this Public Notice on any entity in the overlap areas that currently has local franchising authority over Comcast. Service shall be made by a method recognized under the civil rules of the state courts of the appropriate jurisdiction. Within 15 days of the release of this Public Notice, the

(Continued from previous page) _____

where Congress has left a gap or ambiguity in a statute within an agency's jurisdiction, that agency has the power to fill in or clarify the relevant provisions").

¹⁵ See Application at 23 n.47 (providing other situations in which local franchising authorities are deemed to have approved a transaction or application if not acted on within 30 days or less).

¹⁶ Application at 23 (explaining that the service territories of Comcast and CIMCO overlap in 298 local franchising authority areas and that 25 of these local franchising authorities are in Indiana where the Indiana Utility Regulatory Commission has been designated as the sole franchising authority for the provision of video service); see also Letter from Charles W. Logan, Counsel to Comcast Corporation, to Marlene H. Dortch, Secretary, FCC, WC Docket No. 09-183, Attach. (filed Oct. 22, 2009) (Oct. 22 LFA Update Letter) (updating list of Comcast's local franchising areas in which CIMCO is providing telephone exchange service).

¹⁷ Application at 23.

¹⁸ Application at 24.

¹⁹ Application at 23-25.

Applicants shall file with the Commission a certificate (or certificates) of service attesting that the Public Notice was timely served on each relevant local franchising authority by an appropriate method. In addition, because we anticipate that Comcast will have ongoing communications with its local franchising authorities in the relevant areas, we expect the Applicants to inform the relevant authorities informally of this Public Notice and of the procedures we have established for local franchising authorities to notify the Commission of their approval or disapproval.

To the extent a local franchising authority wishes to express approval or disapproval of the proposed waiver, which we encourage it to do, it should do so by following the filing instructions set forth below. If a local franchise authority fails to inform the Commission of its decision within 60 days after proper service by the Applicants, the Commission will deem that authority to have approved of the proposed waiver of the restrictions of section 652(b).²⁰ We note that, before filing an approval or disapproval with the Commission, local franchising authorities will have an opportunity to view petitions to deny, comments, and replies that may be filed in this proceeding. These materials will be available online through the Commission's Electronic Comment Filing System (ECFS), as described below. We find that providing local franchising authorities 60 days to file their approval or disapproval – including a minimum of 15 days (and as many as 25 days) following the close of the public comment period – provides them adequate time to consider the merits of the proposed waiver.

SECTION 214 AUTHORIZATIONS

The following applications for consent to the transfer of control of section 214 authorizations to Comcast have been assigned the file numbers listed below.

A. International

<u>File No.</u>	<u>Authorization Holder</u>	<u>Authorization Number</u>
ITC-ASG-20091007-00438	CIMCO Comm., Inc.	ITC-214-19930419-00064

B. Domestic

Applicants filed an application for consent to transfer certain assets from CIMCO to Comcast. Applicants do not request streamlined treatment. Further, the Applicants seek a waiver of the restrictions of 652(b) of the Communications Act, which involves a notification and response period for local franchise authorities to respond to the waiver request. Accordingly, Applicants' domestic transfer of control application is not subject to streamlined treatment.

²⁰ Because the statutory criteria for whether a waiver of the restrictions of section 652(b) is warranted depends, in relevant part, on whether "the anticompetitive effects of the proposed transaction are clearly outweighed in the public interest by the probable effect of the transaction in meeting the convenience and needs of the community to be served," any local franchising authority objections to the waiver should be based on reasons related to the proposed transaction rather than extraneous matters. See Application at 22 n.46. We therefore request any local franchising authority that does not approve of the requested waiver to explain the reasons for its disapproval.

EX PARTE STATUS OF THIS PROCEEDING

Pursuant to section 1.1200(a) of the Commission's rules,²¹ the Commission may adopt modified or more stringent *ex parte* procedures in particular proceedings if the public interest so requires. We announce that this proceeding will be governed by permit-but-disclose *ex parte* procedures that are applicable to non-restricted proceedings under section 1.1206 of the Commission's rules.²²

We direct parties making oral *ex parte* presentations to the Commission's statement re-emphasizing the public's responsibility in permit-but-disclose proceedings. Parties are reminded that memoranda summarizing the presentation must contain the presentation's substance and not merely list the subjects discussed.²³ More than a one- or two-sentence description of the views and arguments presented is generally required.²⁴ Other rules pertaining to oral and written presentations are set forth in section 1.1206(b) as well.²⁵ We urge parties to use the Electronic Comment Filing System (ECFS) to file *ex parte* submissions.

GENERAL INFORMATION

The application referenced herein has been found, upon initial review, to be acceptable for filing. The Commission reserves the right to return any application if, upon further examination, it is determined to be defective and not in conformance with the Commission's rules or policies. The Commission will not take final action on this application before 60 days have elapsed following Applicants' filing of a certificate of service attesting that all the relevant local franchising authorities have been served with a copy of this Public Notice.²⁶

Interested parties must file comments or petitions to deny no later than December 31, 2009. Persons and entities that timely file comments or petitions to deny may participate fully in the proceeding, including seeking access to any confidential information that may be filed under a protective order (subject to the restrictions contained in the protective order) and seeking reconsideration of decisions. Replies or oppositions to comments and petitions must be filed no later than January 15, 2010.

Local franchising authorities should follow the same directions as other filers when submitting materials to this docket. Expressions of approval or disapproval of the proposed waiver of the restrictions of section 652(b) should be filed no later than 60 days after the Applicants serve the local franchising authority with a copy of this Public Notice.²⁷ Such expressions of approval or disapproval of the

²¹ 47 C.F.R. § 1.1200(a).

²² *Id.* § 1.1206.

²³ *See Commission Emphasizes the Public's Responsibilities in Permit-But-Disclose Proceedings*, Public Notice, 15 FCC Rcd 19945 (2000).

²⁴ *See* 47 C.F.R. § 1.1206(b)(2).

²⁵ *Id.* § 1.1206(b).

²⁶ *See* 47 U.S.C. § 309(b).

²⁷ *See supra* text accompanying note 20.

proposed waiver may be in the form of a letter from the local franchising authority to Marlene H. Dortch, Secretary, FCC, or other appropriate format, and filed in this docket according to the instructions below.

All filings concerning matters referenced in this Public Notice should refer to **FCC 09-104** and **WC Docket No. 09-183**, as well as the specific file numbers of the individual applications or other matters to which the filings pertain.

Under the Commission's procedures for the submission of filings and other documents,²⁸ submissions in this matter may be filed electronically (*i.e.*, through ECFS) or by hand delivery to the Commission's Massachusetts Avenue location.

- **Electronic Filers:**²⁹ Comments may be filed electronically using the Internet by accessing the ECFS: <http://www.fcc.gov/cgb/ecfs/>. In completing the transmittal screen, filers should include their full name, U.S. Postal Service mailing address, and the applicable docket number. Parties also may submit an electronic comment by Internet e-mail. To get filing instructions, filers should send an e-mail to ecfs@fcc.gov, and include the following words in the body of the message, "get form." A sample form and directions will be sent in response.
- **Paper Filers:** Parties who choose to file by paper must file an original and four copies of each filing.

Filings can be sent by hand or messenger delivery, by commercial overnight courier, or by first-class or overnight U.S. Postal Service mail (although we continue to experience delays in receiving U.S. Postal Service mail). All filings must be addressed to the Commission's Secretary, Office of the Secretary, Federal Communications Commission.

The Commission's contractor will receive hand-delivered or messenger-delivered paper filings for the Commission's Secretary at 236 Massachusetts Avenue, N.E., Suite 110, Washington, D.C. 20002. The filing hours at this location are 8:00 a.m. to 7:00 p.m. All hand deliveries must be held together with rubber bands or fasteners. Any envelopes must be disposed of before entering the building.

Commercial overnight mail (other than U.S. Postal Service Express Mail and Priority Mail) must be sent to 9300 East Hampton Drive, Capitol Heights, MD 20743.

U.S. Postal Service first-class, Express, and Priority mail should be addressed to 445 12th Street, S.W., Washington, D.C. 20554.

One copy of each pleading must be delivered electronically, by e-mail or facsimile, or if delivered as paper copy, by hand or messenger delivery, by commercial overnight courier, or by first-class or

²⁸ See *Implementation of Interim Electronic Filing Procedures for Certain Commission Filings*, Order, 16 FCC Rcd 21483 (2001); see also *FCC Announces a New Filing Location for Paper Documents and a New Fax Number for General Correspondence*, Public Notice, 16 FCC Rcd 22165 (2001); *Reminder: Filing Locations for Paper Documents and Instructions for Mailing Electronic Media*, Public Notice, 18 FCC Rcd 16705 (2003).

²⁹ See *Electronic Filing of Documents in Rulemaking Proceedings*, GC Docket No. 97-113, Report and Order, 13 FCC Rcd 11322 (1998).

overnight U.S. Postal Service mail (according to the procedures set forth above for paper filings), to the Commission's duplicating contractor, Best Copy and Printing, Inc., at fcc@bcpiweb.com or 202 / 488-5563 (facsimile).

Additionally, filers must deliver courtesy copies by email or facsimile to the following Commission staff:

- Jim Bird, Office of General Counsel, at Jim.Bird@fcc.gov or 202 / 418-2822 (facsimile);
- Christopher Killion, Office of General Counsel, at Christopher.Killion@fcc.gov or 202 / 418-2822 (facsimile);
- Donald Stockdale, Wireline Competition Bureau, at Donald.Stockdale@fcc.gov or 202 / 418-2825 (facsimile);
- William Dever, Wireline Competition Bureau, at William.Dever@fcc.gov or 202 / 418-1413 (facsimile);
- Tim Stelzig, Competition Policy Division, Wireline Competition Bureau, at Tim.Stelzig@fcc.gov or 202 / 418-1413 (facsimile);
- David Krech, Policy Division, International Bureau, at David.Krech@fcc.gov or 202 / 418-2824 (facsimile).

Copies of the Applications and any subsequently-filed documents in this matter may be obtained from Best Copy and Printing, Inc., in person at 445 12th Street, S.W., Room CY-B402, Washington, D.C. 20554, via telephone at 202 / 488-5300, via facsimile at 202 / 488-5563, or via e-mail at fcc@bcpiweb.com. The Applications and any associated documents are also available for public inspection and copying during normal reference room hours at the following Commission office: FCC Reference Information Center, 445 12th Street, S.W., Room CY-A257, Washington, D.C. 20554. The Applications also are available electronically through the Commission's ECFS, which may be accessed on the Commission's Internet website at <http://www.fcc.gov>.

People with Disabilities: To request this Public Notice in accessible formats (computer diskette, large print, audio recording, and Braille) send an email to fcc504@fcc.gov or call the Consumer & Governmental Affairs Bureau at 202 / 418-0530 (voice), 202 / 418-0432 (tty).

For further information, contact Dennis Johnson, Competition Policy Division, Wireline Competition Bureau, at 202 / 418-0809; David Krech, Policy Division, International Bureau, at 202 / 418-7443.

Action taken by the Commission on December 1, 2009.

-FCC-

VILLAGE OF HOFFMAN ESTATES

Memo

To: Jim Norris
From: Bruce Anderson
Regarding: Cable TV Report
Date: December 8, 2009

Citizen

Covers: The 50 Anniversary Gala, Park District Gold Medal Award, Chamber Fashion Show, French Cooking, Health & Human Services Activities and 2010 Census Information

Citizen Segments and Programs in development:

Teddy bear Tea
Ribbon Cuttings

Behind the Badge

Covers: A Day in the Life, and Fire Equipment Expo.

High School Sports

HETV is now covering basketball, gymnastics and wrestling.

Veterans Day

This program ran mid November to mid December.

Children's Memorial Dedication

This program started running mid November and will run through December.

Tree Lighting Ceremony

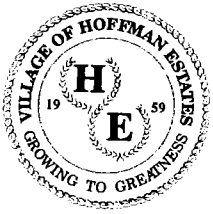
This program started running late November and will run through December.

Environmental Programs

Four environmental presentations were taped at the Environmental Fair. These programs will air over the next four months.

Complaints/Inquiries

The Village received one inquiry in the last month regarding Comcast's transition to digital cable service and getting the new boxes required. There is one issue outstanding.



HOFFMAN ESTATES

DEPARTMENT OF HUMAN RESOURCES MANAGEMENT

HUMAN RESOURCES MANAGEMENT DEPARTMENT

Monthly Report

November 2009

Staffing Activity

New Starts: 2 Unpaid Cable TV Production Interns

Separations: 0

Transfers: 0

Retirees: 0

Promotions: 1 Maintenance I W/S to Maintenance II W/S Operator

Reclassifications: 0

Change in Status: 0

Staffing:	Full Time Employees	374 budgeted	353 current
	Part Time Employees	59 budgeted	53 current
	Temporary Employees	2 budgeted	0 current
	Seasonal Employees	21 budgeted	19 current
	Paid Interns	4 budgeted	3 current

Month & Year-to-Date Activity:

0 Seasonal with	37 for year
1 Promotions with	3 for year
0 Separations with	42 for year
0 Retirements with	9 for year
0 Transfers with	3 for year

Recruitment Activity

Recruitment: Maintenance II Water/Sewer Systems Operator (Internal Only) – Position posted on 9/18/09. Deadline for application is 10/02/09. Interviews held and 1 internal candidate promoted 11/30/09.

Cable TV Production Intern (3 - Unpaid) – Positions posted on 10/19/09. 4 applicants interviewed. Three offers made and interns scheduled to start 11/13/09, 11/20/09 and 12/2/09.

Labor/Management Relations

Contract Status: **Police** (Metropolitan Alliance of Police - MAP Chapter 96) – Contract (Jan. 1, 2008 - December 31, 2012).

Fire (International Association of Firefighters - Local 2061) – Contract (Jan. 1, 2006 – December 31, 2008). Negotiations continue.

Public Works (International Brotherhood of Teamsters, Local 714) – Contract (Jan. 1, 2007 – Dec. 31, 2009). Parties agree to voluntary settlement, contract to be formally approved.

Police Sergeants (Metropolitan Alliance of Police – MAP-97) Contract (Jan. 1, 2009 – December 31, 2013).

Grievances: Eleven (11) IAFF Local 2061 Grievances

Three (3) MAP Grievances –

Two (2) MAP 96 – Arbitration hearings complete, briefs to be filed.

One (1) MAP 96 Chapter Grievance - Arbitration hearing complete, brief to be filed.

One (1) Unfair Labor Practice (ULP) filed against the Village by IAFF Local 2061 – pending review by ILB

One (1) Unfair Labor Practice (ULP) filed against the Village by IAFF Local 2061 – Parties agree to discuss ULP during negotiations

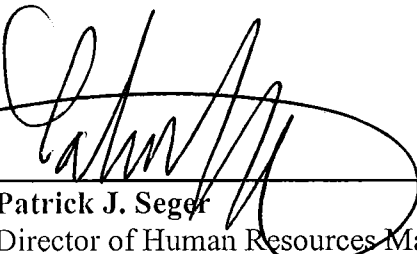
Personnel/Benefits/Employee Services

- Director of HRM participated in IAFF Local 2061 arbitration hearing.
- As President of IPELRA, Director of HRM attended the IPELRA board meeting.
- Director of HRM participated in budget review meetings.
- HR Coordinator attended several Holiday Planning Committee meetings in November in preparation for the kickoff of Spirit Week.
- Director of HRM participated in negotiations with PW Local 714 union representatives. An agreement was reached and the contract is to be formally approved in December.
- Director of HRM attended a review of the current grants status.
- Director of HRM participated in the Management Team Meetings.
- HR Coordinator held open enrollment for Village employees interested in participating the flexible spending and AFLAC plans for 2010.
- Director of HRM met with Police Management to discuss personnel issues.
- As staff liaison to the Tartan Day Committee, the Director of HRM attended a meeting to discuss the event.
- Director of HRM met with Village employees that are interested in snow plowing for the Village this winter and discussed the details regarding pay and the 7(g) agreements required to participate in snow removal.

Risk Management/Safety/Loss Control

- Continued to facilitate the proper handling of all open workers' compensation claims. Two (2) third party claims administrators are currently being used to administer the Village's workers' compensation claims.
- Conducted a mandatory random Federal Department of Transportation drug and alcohol test. All results were reported as negative.
- Coordinated the administration of several litigated liability claims being handled by the Village's third party claims administrator.

- The Risk Manager continued to meet with the Assistant to the Village Manager and other staff to discuss insurance and liability issues related to a potential large property acquisition. Continue to provide consultation related to risk management issues related to the acquisition.
- Provided continual written updates to appropriate management staff related to the status of several open workers' compensation claims.
- Met with one of the Village's workers' compensation defense attorneys and the third party claims administrator to discuss the disposition of high exposure workers' compensation claims.
- Met with the Village's insurance broker to discuss the process related to the renewal of the Village's excess insurance program for 2010. Completed several insurance applications and submitted them to the broker.



Patrick J. Seger
Director of Human Resources Management

HUMAN RESOURCES MANAGEMENT MONTHLY STAFFING REPORT NOVEMBER 2009

RECRUITMENTS

POSITION TITLE: Maintenance I/HEO (Internal Only)
DEPARTMENT: Public Works
DATE POSTED: 09/18/09
AD DEADLINE: 10/02/09
APPLICATIONS REC'D: 0
STATUS: No internal applications were received. Superintendent was notified.

POSITION TITLE: Cable TV Production Intern (3 – Unpaid)
DEPARTMENT: General Government
DATE POSTED: 10/19/09
AD DEADLINE: Until filled
APPLICATIONS REC'D: 4 applications
STATUS: 4 applicants interviewed in November. 3 hired with 2 starting in November (11/13/09, 11/20/09) and 1 starting 12/2/09.

NEW STARTS

POSITION TITLE: Maintenance II Water/Sewer Systems Operator (Internal Only)
DEPARTMENT: Public Works
DATE POSTED: 09/18/09
AD DEADLINE: 10/02/09
APPLICATIONS REC'D: 3
STATUS: 1 internal candidate hired on 11/30/09.

SUMMARY OF EMPLOYMENT ACTIVITY NOVEMBER 2009

	<u>Total Number</u>	<u>Position</u>
New Starts	0	
Promotions	1	Maintenance I to Maintenance II – W/S Oper.
Upgrades	0	
Downgrades	0	
Transfers	0	
Retirements	0	
Reclassifications	0	
Change in Status	0	

SUMMARY OF UNPAID INTERNS/ADDITIONAL ACTIVITY

Unpaid Internships

2 Cable TV Internships (Unpaid) began on 11/13/09 and 11/20/09.

Additional Activity

(See HRM Employment Activity Report attached for details)

ANTICIPATED ACTIVITY NEXT MONTH

	<u>Total Number</u>	<u>Position</u>
New Starts	0	
Separations	0	
Promotions	1	Maintenance I / HEO
Transfers	0	
Reclassifications	0	
Changes in Status	0	
Retirements	0	
New Positions	0	
Eliminated Positions	0	

2009 EMPLOYEE COUNT

	<u>Budgeted</u>	<u>Actual</u>
FULL TIME EMPLOYEES	374	353
PART TIME EMPLOYEES	59	53
TEMPORARY EMPLOYEES	2	0
SEASONAL EMPLOYEES	21	19
INTERNS (PAID)	4	3
TOTAL	460	428

Total Vacancies:

Full Time

Budgeted – Posted	1	Maintenance I/HEO
Budgeted - Not Posted	15	Police Officer Administrative Services Officer II (2) Administrative Services Officer I (3) Assistant to Village Manager Fire Inspector Technology Support Specialist Staff Assistant Firefighter/Paramedic (2)

Maintenance I
 Customer Service Rep
 Maintenance III/Storekeeper

TOTAL FULL TIME 16

Part Time

Budgeted – Posted	1	Shop Assistant (<i>position frozen</i>)
Budgeted-Not Posted	9	Water Meter Readers (<i>3 positions eliminated</i>) Staff Assistant – PT Admin. Staff Assistant - PT(2) Data Technician – PT Data Processor – PT Staff Therapist – PT (<i>position frozen</i>)

TOTAL PART TIME 10

Seasonal

Budgeted – Not Posted	5	Seasonal Finance Seasonal Code Enforcement (<i>3 Positions</i>)
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TOTAL SEASONAL 5

Interns (Paid)

Budgeted – Not Posted	1	General Government Intern (<i>position eliminated</i>)
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RECRUITMENT ACTIVITY

	<u>Month</u>	<u>Year To Date</u>
Full Time – Response to Recruitments	0	106
Walk-Ins	5	139
Part Time – Response to Recruitments	1	203
Walk-Ins	4	14
Seasonal Applicants	0	34
TOTAL RECRUITMENTS	10	496

**HUMAN RESOURCES MANAGEMENT
EMPLOYMENT ACTIVITY
NOVEMBER 2009**

NEW HIRES

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>	<u>Replacement for</u>
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SEPARATIONS

<u>Name</u>	<u>Termination Date</u>	<u>Position</u>	<u>Reason</u>
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PROMOTIONS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
Jeremy Jahnke	11/30/09	Maint. I W/S	Mant. II W/S Oper.

TRANSFERS

<u>Name</u>	<u>Effective Date</u>	<u>Current Position</u>	<u>New Position</u>
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RECLASSIFICATIONS

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

CHANGE IN CLASS

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

CANCELLATIONS

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

SEASONAL/UNPAID INTERNSHIPS

<u>Name</u>	<u>Date of Hire</u>	<u>Position</u>
Terrance Smith	11/13/09	Cable TV Production Intern
Alex Lugo	11/20/09	Cable TV Production Intern

**ADDITIONAL MONTHLY REPORT INFORMATION
NOVEMBER 2009**

Anniversaries 1

Interviews conducted during month 4

EMPLOYER'S CLAIM SERVICE, INC.
 POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
00 102	Planning	1	1.8%	1	0	0	1	0	0.00	0.00	0.00	0.00	0.0%
00 1	Community Development	1	1.8%	1	0	0	1	0	0.00	0.00	0.00	0.00	0.0%
00 206	Customer Service	1	1.8%	0	1	0	1	1	3,974.20	3,974.20	3,974.20	3,974.20	1.3%
00 2	Finance	1	1.8%	0	1	0	1	1	3,974.20	3,974.20	3,974.20	3,974.20	1.3%
00 250	PPO Payments	1	1.8%	1	0	1	0	0	151,326.23	151,326.23	151,326.23	151,326.23	48.5%
00 25	PPO Payments	1	1.8%	1	0	1	0	0	151,326.23	151,326.23	151,326.23	151,326.23	48.5%
00 300	Administration	1	1.8%	0	1	0	1	0	193.50	193.50	193.50	193.50	0.1%
00 301	Fire Suppression	12	21.4%	6	6	1	11	3	8,166.95	92,574.64	5,428.75	98,003.39	31.4%
00 303	Emergency Medical Services	7	12.5%	5	2	0	7	1	2,302.35	16,116.43	5,428.75	16,116.43	5.2%
00 3	Fire	20	35.7%	11	9	1	19	4	5,715.67	108,884.57	5,428.75	114,313.32	36.7%
00 400	Manager's Office	1	1.8%	0	1	0	1	0	4,452.45	4,452.45	4,452.45	4,452.45	1.4%
00 401	Cable TV	1	1.8%	1	0	0	1	0	260.40	260.40	260.40	260.40	0.1%
00 402	Boards & Commissions	1	1.8%	1	0	0	1	0	413.43	413.43	413.43	413.43	0.1%
00 4	General Government	3	5.4%	2	1	0	3	0	1,708.76	5,126.28	5,126.28	5,126.28	1.6%
00 600	Administration	1	1.8%	0	1	0	1	0	0.00	0.00	0.00	0.00	0.0%
00 6	Human Resources Management	1	1.8%	0	1	0	1	0	0.00	0.00	0.00	0.00	0.0%
00 700	Patrol	16	28.6%	13	3	0	16	2	1,761.71	28,187.36	28,187.36	28,187.36	9.0%
00 704	Traffic	1	1.8%	1	0	0	1	0	1,159.40	1,159.40	1,159.40	1,159.40	0.4%
00 7	Police	17	30.4%	14	3	0	17	2	1,726.28	29,346.76	29,346.76	29,346.76	9.4%
00 801	Water & Sewer	4	7.1%	2	2	0	4	0	733.76	2,935.02	2,935.02	2,935.02	0.9%
00 802	Building & Grounds	1	1.8%	0	1	0	1	0	1,411.10	1,411.10	1,411.10	1,411.10	0.5%
00 804	Forestry	5	8.9%	5	0	0	5	0	565.72	2,828.60	2,828.60	2,828.60	0.9%
00 805	Clerical	1	1.8%	1	0	0	1	0	452.50	452.50	452.50	452.50	0.1%
00 8	Public Works	11	19.6%	8	3	0	11	0	693.38	7,627.22	7,627.22	7,627.22	2.4%
00 9	Information Systems	1	1.8%	1	0	0	1	0	168.50	168.50	168.50	168.50	0.1%
00 01	Village of Hoffman Estates	56	100.0%	38	18	2	54	7	5,569.33	306,453.76	5,428.75	311,882.51	100.0%
Totals for 2000 Claims:		56	100.0%	38	18	2	54	7	5,569.33	306,453.76	5,428.75	311,882.51	100.0%
01 300	Administration	2	3.1%	1	1	0	2	0	538.72	1,077.44	1,077.44	1,077.44	0.1%
01 301	Fire Suppression	8	12.3%	3	5	1	7	2	38,114.77	265,039.41	39,878.75	304,918.16	24.3%

EMPLOYER'S CLAIM SERVICE, INC.
 POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
01 303	Emergency Medical Services	7	10.8%	2	5	2	5	4	44,742.27	211,409.20	101,786.72	313,195.92	25.0%
01 304	ESDA	1	1.5%	1	0	0	1	0	425.39	425.39		425.39	0.0%
01 3	Fire	18	27.7%	7	11	3	15	6	34,423.16	477,951.44	141,665.47	619,616.91	49.4%
01 400	Manager's Office	1	1.5%	1	0	0	1	0	4,374.81	4,374.81		4,374.81	0.3%
01 4	General Government	1	1.5%	1	0	0	1	0	4,374.81	4,374.81		4,374.81	0.3%
01 505	Immunization	1	1.5%	1	0	0	1	0	391.50	391.50		391.50	0.0%
01 5	Health & Human Services	1	1.5%	1	0	0	1	0	391.50	391.50		391.50	0.0%
01 700	Patrol	20	30.8%	11	9	0	20	7	10,615.24	212,304.82		212,304.82	16.9%
01 702	Crime Prevention	1	1.5%	1	0	0	1	0	5,663.17	5,663.17		5,663.17	0.5%
01 704	Traffic	3	4.6%	1	2	0	3	2	2,887.00	8,660.99		8,660.99	0.7%
01 707	Records	4	6.2%	1	3	0	4	3	14,372.31	57,489.25		57,489.25	4.6%
01 7	Police	28	43.1%	14	14	0	28	12	10,147.08	284,118.23		284,118.23	22.7%
01 800	Streets	5	7.7%	3	2	0	5	1	48,719.89	243,599.47		243,599.47	19.4%
01 801	Water & Sewer	4	6.2%	2	2	0	4	1	24,096.40	96,385.58		96,385.58	7.7%
01 802	Building & Grounds	3	4.6%	3	0	0	3	0	422.63	1,267.88		1,267.88	0.1%
01 803	Equipment & Supply	1	1.5%	1	0	0	1	0	210.60	210.60		210.60	0.0%
01 804	Forestry	3	4.6%	2	1	0	3	0	1,150.17	3,450.50		3,450.50	0.3%
01 8	Public Works	16	24.6%	11	5	0	16	2	21,557.13	344,914.03		344,914.03	27.5%
01 9	Information Systems	1	1.5%	1	0	0	1	0	301.50	301.50		301.50	0.0%
01 01	Village of Hoffman Estates	65	100.0%	35	30	3	62	20	19,287.95	1,112,051.51	141,665.47	1,253,716.98	100.0%
Totals for 2001 Claims:		65	100.0%	35	30	3	62	20	19,287.95	1,112,051.51	141,665.47	1,253,716.98	100.0%
02 102	Planning	1	2.6%	0	1	0	1	0	28,933.52	28,933.52		28,933.52	3.9%
02 1	Community Development	1	2.6%	0	1	0	1	0	28,933.52	28,933.52		28,933.52	3.9%
02 301	Fire Suppression	5	13.2%	1	4	0	5	2	11,335.45	56,677.26		56,677.26	7.6%
02 303	Emergency Medical Services	8	21.1%	4	4	0	8	1	7,441.19	59,529.50		59,529.50	8.0%
02 306	Technical Rescue	1	2.6%	0	1	0	1	0	5,830.00	5,830.00		5,830.00	0.8%
02 3	Fire	14	36.8%	5	9	0	14	3	8,716.91	122,036.76		122,036.76	16.4%
02 700	Patrol	11	28.9%	5	6	1	10	6	24,275.08	261,329.45	5,696.39	267,025.84	36.0%
02 704	Traffic	1	2.6%	0	1	1	0	1	310,828.16	310,828.16		310,828.16	41.9%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
02 706	Communication	1	2.6%	1	0	0	1	0	1,777.50	1,777.50		1,777.50	0.2%
02 7	Police	13	34.2%	6	7	2	11	7	44,587.04	573,935.11	5,696.39	579,631.50	78.1%
02 800	Streets	5	13.2%	4	1	0	5	0	1,511.20	7,556.00		7,556.00	1.0%
02 801	Water & Sewer	2	5.3%	0	2	0	2	0	1,227.90	2,455.80		2,455.80	0.3%
02 803	Equipment & Supply	1	2.6%	1	0	0	1	0	281.70	281.70		281.70	0.0%
02 804	Forestry	2	5.3%	2	0	0	2	0	642.60	1,285.20		1,285.20	0.2%
02 8	Public Works	10	26.3%	7	3	0	10	0	1,157.87	11,578.70		11,578.70	1.6%
02 01	Village of Hoffman Estates	38	100.0%	18	20	2	36	10	19,531.07	736,484.09	5,696.39	742,180.48	100.0%
Totals for 2002 Claims:													
		38	100.0%	18	20	2	36	10	19,531.07	736,484.09	5,696.39	742,180.48	100.0%
03 301	Fire Suppression	5	14.3%	2	3	0	5	2	25,542.01	127,710.07		127,710.07	31.2%
03 303	Emergency Medical Services	12	34.3%	9	3	0	12	2	15,553.15	186,637.80		186,637.80	45.7%
03 305	Underwater Rescue	1	2.9%	1	0	0	1	0	785.49	785.49		785.49	0.2%
03 3	Fire	18	51.4%	12	6	0	18	4	17,507.41	315,133.36		315,133.36	77.1%
03 700	Patrol	7	20.0%	5	2	0	7	1	1,467.76	10,274.35		10,274.35	2.5%
03 701	Investigations	1	2.9%	0	1	0	1	1	79,722.54	79,722.54		79,722.54	19.5%
03 704	Traffic	3	8.6%	1	2	0	3	0	88.33	265.00		265.00	0.1%
03 7	Police	11	31.4%	6	5	0	11	2	8,205.63	90,261.89		90,261.89	22.1%
03 801	Water & Sewer	3	8.6%	3	0	1	2	0	699.33	2,098.00		2,098.00	0.5%
03 802	Building & Grounds	2	5.7%	2	0	0	2	0	477.00	954.00		954.00	0.2%
03 803	Equipment & Supply	1	2.9%	1	0	0	1	0	310.50	310.50		310.50	0.1%
03 8	Public Works	6	17.1%	6	0	1	5	0	560.42	3,362.50		3,362.50	0.8%
03 01	Village of Hoffman Estates	35	100.0%	24	11	1	34	6	11,678.79	408,757.75		408,757.75	100.0%
Totals for 2003 Claims:													
		35	100.0%	24	11	1	34	6	11,678.79	408,757.75		408,757.75	100.0%
04 201	Water Billing	1	2.1%	1	0	0	1	0	1,295.10	1,295.10		1,295.10	0.1%
04 2	Finance	1	2.1%	1	0	0	1	0	1,295.10	1,295.10		1,295.10	0.1%
04 301	Fire Suppression	10	20.8%	6	4	1	9	2	7,430.42	24,339.98	49,964.25	74,304.23	6.9%
04 303	Emergency Medical Services	11	22.9%	7	4	0	11	0	12,225.62	134,481.79		134,481.79	12.5%
04 3	Fire	21	43.8%	13	8	1	20	2	9,942.19	158,821.77	49,964.25	208,786.02	19.5%
04 504	Health Screening	1	2.1%	1	0	0	1	0	405.00	405.00		405.00	0.0%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
04 5	Health & Human Services (Sub-Loc)	1	2.1%	1	0	0	1	0	405.00	405.00		405.00	0.0%
04 600	Administration (Dept)	1	2.1%	1	0	0	1	0	248.68	248.68		248.68	0.0%
04 6	Human Resources Management (Sub-Loc)	1	2.1%	1	0	0	1	0	248.68	248.68		248.68	0.0%
04 700	Patrol (Dept)	16	33.3%	12	4	0	16	4	40,543.58	648,697.32		648,697.32	60.4%
04 703	Tactical (Dept)	2	4.2%	2	0	0	2	0	137.84	275.68		275.68	0.0%
04 7	Police (Sub-Loc)	18	37.5%	14	4	0	18	4	36,054.06	648,973.00		648,973.00	60.5%
04 800	Streets (Dept)	3	6.3%	1	2	0	3	2	43,878.25	131,634.74		131,634.74	12.3%
04 801	Water & Sewer (Dept)	1	2.1%	1	0	0	1	0	0.00	0.00		0.00	0.0%
04 803	Equipment & Supply (Dept)	1	2.1%	0	1	0	1	1	81,422.11	81,422.11		81,422.11	7.6%
04 804	Forestry (Dept)	1	2.1%	1	0	0	1	0	481.50	481.50		481.50	0.0%
04 8	Public Works (Sub-Loc)	6	12.5%	3	3	0	6	3	35,589.73	213,538.35		213,538.35	19.9%
04 01	Village of Hoffman Estates (Loc)	48	100.0%	33	15	1	47	9	22,359.29	1,023,281.90	49,964.25	1,073,246.15	100.0%
Totals for 2004 Claims:		48	100.0%	33	15	1	47	9	22,359.29	1,023,281.90	49,964.25	1,073,246.15	100.0%
05 301	Fire Suppression (Dept)	6	11.3%	4	2	0	6	0	1,012.80	6,076.77		6,076.77	1.9%
05 303	Emergency Medical Services (Dept)	20	37.7%	12	8	2	18	3	13,593.25	232,150.90	39,714.03	271,864.93	84.5%
05 3	Fire (Sub-Loc)	26	49.1%	16	10	2	24	3	10,690.07	238,227.67	39,714.03	277,941.70	86.4%
05 504	Health Screening (Dept)	1	1.9%	1	0	0	1	0	184.50	184.50		184.50	0.1%
05 5	Health & Human Services (Sub-Loc)	1	1.9%	1	0	0	1	0	184.50	184.50		184.50	0.1%
05 700	Patrol (Dept)	7	13.2%	5	2	0	7	1	3,015.10	21,105.71		21,105.71	6.6%
05 701	Investigations (Dept)	1	1.9%	1	0	0	1	0	297.00	297.00		297.00	0.1%
05 704	Traffic (Dept)	1	1.9%	1	0	0	1	0	1,186.85	1,186.85		1,186.85	0.4%
05 707	Records (Dept)	1	1.9%	0	1	0	1	1	10,253.45	10,253.45		10,253.45	3.2%
05 7	Police (Sub-Loc)	10	18.9%	7	3	0	10	2	3,284.30	32,843.01		32,843.01	10.2%
05 800	Streets (Dept)	4	7.5%	4	0	0	4	0	627.99	2,511.94		2,511.94	0.8%
05 801	Water & Sewer (Dept)	5	9.4%	5	0	0	5	0	1,066.50	5,332.50		5,332.50	1.7%
05 802	Building & Grounds (Dept)	1	1.9%	1	0	0	1	0	437.00	437.00		437.00	0.1%
05 803	Equipment & Supply (Dept)	2	3.8%	2	0	0	2	0	697.05	1,394.10		1,394.10	0.4%
05 804	Forestry (Dept)	4	7.5%	3	1	0	4	0	259.88	1,039.50		1,039.50	0.3%
05 8	Public Works (Sub-Loc)	16	30.2%	15	1	0	16	0	669.69	10,715.04		10,715.04	3.3%

EMPLOYER'S CLAIM SERVICE, INC.
POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
05 01	Village of Hoffman Estates (Loc)	53	100.0%	39	14	2	51	5	6,069.51	281,970.22	39,714.03	321,684.25	100.0%
Totals for 2005 Claims:													
06 201	Water Billing (Dept)	1	1.8%	0	1	0	1	0	1,527.37	1,527.37		1,527.37	0.1%
06 2	Finance (Sub-Loc)	1	1.8%	0	1	0	1	0	1,527.37	1,527.37		1,527.37	0.1%
06 301	Fire Suppression (Dept)	9	16.1%	5	4	0	9	2	38,029.36	342,264.26		342,264.26	32.1%
06 303	Emergency Medical Services (Dept)	14	25.0%	7	7	3	11	4	37,777.36	406,893.17	121,989.83	528,883.00	49.7%
06 3	Fire (Sub-Loc)	23	41.1%	12	11	3	20	6	37,875.97	749,157.43	121,989.83	871,147.26	81.8%
06 700	Patrol (Dept)	17	30.4%	11	6	1	16	3	4,087.87	65,654.42	3,839.35	69,493.77	6.5%
06 701	Investigations (Dept)	1	1.8%	1	0	0	1	0	0.00	0.00		0.00	0.0%
06 703	Tactical (Dept)	4	7.1%	3	1	0	4	0	2,311.32	9,245.26		9,245.26	0.9%
06 704	Traffic (Dept)	2	3.6%	2	0	0	2	0	3,850.97	7,701.94		7,701.94	0.7%
06 707	Records (Dept)	1	1.8%	0	1	0	1	1	24,709.39	24,709.39		24,709.39	2.3%
06 7	Police (Sub-Loc)	25	44.6%	17	8	1	24	4	4,446.01	107,311.01	3,839.35	111,150.36	10.4%
06 800	Streets (Dept)	1	1.8%	1	0	0	1	0	4,201.51	4,201.51		4,201.51	0.4%
06 801	Water & Sewer (Dept)	2	3.6%	1	1	0	2	0	112.50	225.00		225.00	0.0%
06 802	Building & Grounds (Dept)	1	1.8%	0	1	0	1	0	70,689.99	70,689.99		70,689.99	6.6%
06 804	Forestry (Dept)	3	5.4%	3	0	0	3	0	2,038.90	6,116.71		6,116.71	0.6%
06 8	Public Works (Sub-Loc)	7	12.5%	5	2	0	7	0	11,604.74	81,233.21		81,233.21	7.6%
06 01	Village of Hoffman Estates (Loc)	56	100.0%	34	22	4	52	10	19,018.90	939,229.02	125,829.18	1,065,058.20	100.0%
Totals for 2006 Claims:													
07 301	Fire Suppression (Dept)	9	18.8%	7	2	2	7	2	41,759.34	227,058.00	148,776.10	375,834.10	59.1%
07 303	Emergency Medical Services (Dept)	7	14.6%	6	1	1	6	1	4,290.48	12,059.01	17,974.35	30,033.36	4.7%
07 3	Fire (Sub-Loc)	16	33.3%	13	3	3	13	3	25,366.72	239,117.01	166,750.45	405,867.46	63.8%
07 600	Administration (Dept)	1	2.1%	0	1	0	1	0	0.00	0.00		0.00	0.0%
07 6	Human Resources Management (Sub-Loc)	1	2.1%	0	1	0	1	0	0.00	0.00		0.00	0.0%
07 700	Patrol (Dept)	10	20.8%	6	4	0	10	2	5,390.95	53,909.49		53,909.49	8.5%
07 703	Tactical (Dept)	2	4.2%	2	0	0	2	0	356.16	712.31		712.31	0.1%
07 704	Traffic (Dept)	4	8.3%	2	2	0	4	1	4,376.80	17,507.19		17,507.19	2.8%
07 7	Police (Sub-Loc)	16	33.3%	10	6	0	16	3	4,508.06	72,128.99		72,128.99	11.3%

EMPLOYER'S CLAIM SERVICE, INC.
 POLICY YEAR (12/31 - 12/30) CUMULATIVE CLAIM SUMMARY
 From: 12/31/1999 Through: 11/30/2009

Year Code	Description	Claim Cnt	% of Total	Med Only	Comp	Open	Clsd	Legl	Avg Cost/Claim	Paid	Outstanding	Total Incurred	% Of Total
07 800	Streets	3	6.3%	2	1	0	3	1	8,294.56	24,883.69		24,883.69	3.9%
07 801	Water & Sewer	4	8.3%	4	0	0	4	0	1,093.37	4,373.47		4,373.47	0.7%
07 802	Building & Grounds	1	2.1%	1	0	0	1	0	743.84	743.84		743.84	0.1%
07 803	Equipment & Supply	3	6.3%	3	0	0	3	0	1,148.10	3,444.30		3,444.30	0.5%
07 804	Forestry	4	8.3%	3	1	1	3	1	31,079.00	84,140.96	40,175.02	124,315.98	19.6%
07 8	Public Works	15	31.3%	13	2	1	14	2	10,517.42	117,586.26	40,175.02	157,761.28	24.8%
07 01	Village of Hoffman Estates	48	100.0%	36	12	4	44	8	13,244.95	428,832.26	206,925.47	635,757.73	100.0%
Totals for 2007 Claims:													
08 200	Accounting	1	1.6%	1	0	0	1	0	0.00	0.00		0.00	0.0%
08 206	Customer Service	1	1.6%	0	1	0	1	0	0.00	0.00		0.00	0.0%
08 2	Finance	2	3.1%	1	1	0	2	0	0.00	0.00		0.00	0.0%
08 300	Administration	1	1.6%	1	0	0	1	0	3,466.28	3,466.28		3,466.28	0.6%
08 301	Fire Suppression	14	21.9%	11	3	1	13	1	1,412.73	16,186.63	3,591.53	19,778.16	3.5%
08 303	Emergency Medical Services	22	34.4%	17	5	5	17	3	11,837.02	215,757.33	44,657.19	260,414.52	46.3%
08 3	Fire	37	57.8%	29	8	6	31	4	7,666.46	235,410.24	48,248.72	283,658.96	50.4%
08 400	Manager's Office	1	1.6%	0	1	0	1	0	0.00	0.00		0.00	0.0%
08 4	General Government	1	1.6%	0	1	0	1	0	0.00	0.00		0.00	0.0%
08 700	Patrol	7	10.9%	4	3	3	4	3	9,437.62	46,635.65	19,427.69	66,063.34	11.7%
08 701	Investigations	1	1.6%	0	1	1	0	1	91,783.79	80,561.35	11,222.44	91,783.79	16.3%
08 703	Tactical	2	3.1%	2	0	0	2	0	953.81	1,907.61		1,907.61	0.3%
08 704	Traffic	1	1.6%	0	1	0	1	0	8,049.19	8,049.19		8,049.19	1.4%
08 705	Canine	1	1.6%	1	0	0	1	0	5,940.13	5,940.13		5,940.13	1.1%
08 7	Police	12	18.8%	7	5	4	8	4	14,478.67	143,093.93	30,650.13	173,744.06	30.9%
08 800	Streets	5	7.8%	5	0	1	4	0	661.38	3,306.90		3,306.90	0.6%
08 801	Water & Sewer	5	7.8%	4	1	0	5	0	410.40	2,052.00		2,052.00	0.4%
08 804	Forestry	2	3.1%	1	1	1	1	1	50,082.41	76,539.62	23,625.20	100,164.82	17.8%
08 8	Public Works	12	18.8%	10	2	2	10	1	8,793.64	81,898.52	23,625.20	105,523.72	18.7%
08 01	Village of Hoffman Estates	64	100.0%	47	17	12	52	9	8,795.73	460,402.69	102,524.04	562,926.73	100.0%
Totals for 2008 Claims:													
		64	100.0%	47	17	12	52	9	8,795.73	460,402.69	102,524.04	562,926.73	100.0%

EMPLOYER'S CLAIM SERVICE, INC.
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 From: 12/31/1999 Through: 11/30/2009

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09 300	Administration (Dept)	2	4.3%	1	1	1	1	0	2,534.79	3,166.40	1,903.17	5,069.57	1.1%
09 301	Fire Suppression (Dept)	11	23.9%	9	2	7	4	0	3,710.02	33,230.22	7,580.00	40,810.22	9.2%
09 303	Emergency Medical Services (Dept)	20	43.5%	13	7	9	11	1	15,303.04	143,910.34	162,150.38	306,060.72	69.1%
09 3	Fire (Sub-Loc)	33	71.7%	23	10	17	16	1	10,664.86	180,306.96	171,633.55	351,940.51	79.5%
09 600	Administration (Dept)	1	2.2%	0	1	1	0	0	11,550.00	780.00	10,770.00	11,550.00	2.6%
09 6	Human Resources Management (Sub-Loc)	1	2.2%	0	1	1	0	0	11,550.00	780.00	10,770.00	11,550.00	2.6%
09 700	Patrol (Dept)	7	15.2%	2	5	7	0	3	10,638.18	27,955.91	46,511.37	74,467.28	16.8%
09 7	Police (Sub-Loc)	7	15.2%	2	5	7	0	3	10,638.18	27,955.91	46,511.37	74,467.28	16.8%
09 801	Water & Sewer (Dept)	2	4.3%	2	0	1	1	0	363.15	726.30		726.30	0.2%
09 803	Equipment & Supply (Dept)	1	2.2%	0	1	1	0	0	2,820.00	0.00	2,820.00	2,820.00	0.6%
09 804	Forestry (Dept)	2	4.3%	2	0	2	0	0	551.70	1,103.40		1,103.40	0.2%
09 8	Public Works (Sub-Loc)	5	10.9%	4	1	4	1	0	929.94	1,829.70	2,820.00	4,649.70	1.1%
09 01	Village of Hoffman Estates (Loc)	46	100.0%	29	17	29	17	4	9,621.90	210,872.57	231,734.92	442,607.49	100.0%
Totals for 2009 Claims:		46	100.0%	29	17	29	17	4	9,621.90	210,872.57	231,734.92	442,607.49	100.0%
250	Village of Hoffman Estates	509		333	176	60	449	88	13,394.53	5,908,335.77	909,482.50	6,817,818.27	

Open Medical: 17
 Open Comp: 14
 Open Legal: 29