

**AGENDA**  
**GENERAL ADMINISTRATION & PERSONNEL COMMITTEE**  
**VILLAGE OF HOFFMAN ESTATES**  
**AUGUST 28, 2012**

*Immediately following Planning, Building & Zoning Committee*

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**Members:** Ray Kincaid, Chairman  
Gary Stanton, Vice Chairman  
Karen Mills, Trustee  
Jacquelyn Green, Trustee  
Anna Newell, Trustee  
Gary Pilafas, Trustee  
Mayor William McLeod

- I. Roll Call**
- II. Approval of Minutes – July 23, 2012**

**NEW BUSINESS**

- 1. Request approval to dispose of Village records that have exceeded their State-required retention period.
- 2. Request approval of an ordinance declaring as surplus and authorizing the sale of personal property owned by the Village, utilizing online auction.
- 3. Request by Comcast of Illinois VI, LLC, for approval of a Communications Equipment Site Lease Agreement for Cable TV equipment at 95 Aster Lane.
- 4. Discussion regarding Energy Savings Program (ESP) for local businesses.
- 5. Request acceptance of Cable TV Monthly Report.
- 6. Request acceptance of Human Resources Management Monthly Report.

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