

Village of Hoffman Estates

GENERAL ADMINISTRATION & PERSONNEL COMMITTEE MEETING MINUTES

February 9, 2026

1. ROLL CALL

Members in Attendance:

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

Management Team Members in Attendance:

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Jon Pape, Assistant Village Manager
Arthur Janura, Corporation Counsel
Jana Dickson, Asst. Corporation Counsel
Jacob Cuthbert, Civil Engineer II
Patrick Seger, Director HRM
Alan Wenderski, Director of Engineering
Ric Signorella, CATV Coordinator**

The General Administration & Personnel Committee meeting was called to order at 7:16 p.m.

2. APPROVAL OF MINUTES

Motion by Trustee Arnet, seconded by Trustee Mills, to approve the General Administration & Personnel Committee meeting minutes of January 12, 2026. Voice vote taken. All ayes. Motion carried.

3. PUBLIC COMMENT

4. OLD BUSINESS

5. NEW BUSINESS

- A. Approval of an Ordinance granting the Village Manager authority to allow use of Village rights of way by utilities and telecommunication providers.**

Mr. Pape provided background indicating the ordinance shifts this authority to the Village Manager as an administrative function. Previously, such agreements required Village Board approval. The goal is to create a structured licensing agreement to manage providers installing fiber infrastructure in village rights-of-way.

Mayor McLeod inquired if the Village could deny fiber companies access to the right-of-way. Mr. Pape stated the Village cannot prohibit qualified fiber providers from using highway rights-of-way.

Trustees concerns included limits on the number of providers, protections for Village infrastructure, and logistics of installation, location of installation, long-term removal of abandon equipment, etc.

Mr. Pape, along with General Counsel Janura, outlined key provisions of the proposed license agreement noting that providers must follow the village's right-of-way permitting and control ordinances. They also propose a \$50,000 financial security (cash or letter of credit) as a requirement. This security would be intended to cover damages, incomplete work, or decommission of abandoned structures.

Mr. Pape indicated that while some overlap may occur the likelihood of large-scale duplication would be unlikely due to market forces.

Motion by Trustee Arnet, seconded by Trustee Stanton, to grant the Village Manager authority to allow use of Village rights of way by utilities and telecommunication providers. Voice vote taken. All ayes. Motion carried.

6. REPORTS (INFORMATION ONLY)

A. Cable TV Monthly Report

The Cable TV Monthly Report was received and filed.

B. Human Resources Management Monthly Report.

The Human Resources Management Monthly Report was received and filed.

C. Legislative Operations and Outreach Monthly Report.

Deferment requested.

Motion by Trustee Arnet, seconded by Trustee Mills, to defer the Legislative Operations and Outreach Monthly Report. Voice vote taken. All ayes. Motion carried.

- 7. PRESIDENT'S REPORT**
- 8. OTHER**
- 9. ITEMS IN REVIEW**
- 10. ADJOURNMENT**

Motion by Trustee Arnet, seconded by Trustee Mills, to adjourn the meeting at 7:36 p.m.
Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date