

**NEWS YOU CAN
USE**

EMPLOYEE NEWSLETTER

Say hello to April!

In the April newsletter you can learn about an award won by the City of Crystal Lake, the retirement of one member of Public Works, learn about the new Public Works Analyst, and read about the upcoming open enrollment! Be sure to check out the last page of the newsletter to see the April employee anniversaries!

If your department has reached a goal, please send that information to Julie Meyer at jmeyer@crystallake.org to include in the next issue.

In This Issue

Employee Retirement

New Employee

Top Work Place Award

Open Enrollment Reminder

Intranet Spotlight



Employee Retirement

Happy Retirement

Keith Patchik

Keith retired from the City of Crystal Lake earlier this month on the 10th of April. Keith spent 30+ years serving the community of Crystal Lake and especially helped assist in City operations through his role as an Automotive Technician in the Public Works Department.



Congratulations Keith!



New Employee

Emily Sitkie

Emily joins the City of Crystal Lake team as the new Public Work Analyst. Emily brings a great deal of experience with her to the City, having most recently worked at the McHenry County Health Department. She also recently completed her Master of Public Health from NIU.



Welcome Emily!



Top Workplaces

As part of the 2022 Northwest Herald Readers' Choice Awards, the City of Crystal Lake was recognized as one of the top municipalities to work for in McHenry County. This award is a reflection of the fantastic members of the Crystal Lake team who collectively make our City one of the best municipalities to work for.

Congratulations Everyone!



Open Enrollment

Open enrollment for the 2023-24 Benefits Plan year (July 1, 2023 through June 30, 2024) is approaching in May. During the open enrollment period, you may elect, cancel or change your health insurance, dental insurance, AFLAC, in addition to the Medical and Dependent Care Reimbursement Accounts. Please note, the open enrollment period is the only time employees may change their benefit selections for the 2023-24 plan year, unless a qualifying event occurs during the year. The changes made during open enrollment will be effective July 1, 2023.

There are no changes to the design of the PPO, HMO, or Dental plans, and the employee bi-weekly contribution percentage will remain the same for the 2023-2024 plan year.

Watch your email for more information in May.



Intranet Spotlight

With the recent introduction of the new software used by Finance "BS&A", City staff may have questions regarding timesheets, purchase orders, and accounts payable. In an effort to help answer those questions, the Finance Department has added a new section to the employee intranet with a whole host of documents to help. Please use these documents as a resources to help answer any of your questions. If you're having trouble logging in or can't find out where to log in and access the new BS&A platform, first click Departments, followed by selecting the Finance and Payroll circle pictured above, then check under the "Other Forms" drop down section and click on the blue link entitled " GLB Internal Login Process".



APRIL

EMPLOYEE ANNIVERSARIES

Matt Thuma	Fire/Rescue	25 Years	Jeff Lundy	Public Works	10 Years
Dave Kaus	Building	24 Years	Lucas Miller	Police	5 Years
Sean Parkin	Public Works	16 Years	Luis Villa Gonzalez	Public Works	4 Years
Wayne Markgraff	Public Works	16 Years	Peter Lewandowski	Police	4 Years
Palmer Pace	Fire/Rescue	14 Years	Vanessa Santana	Comm Dev.	2 Years
Dan Langguth	Public Works	12 Years	Brendan Schumacher	Police	1 Year
Ryan Muscavitch	Fire/Rescue	12 Years	Kelci Suchecki	Police	1 Year
David Dodge	Building	11 Years	Josh Stitt	Police	1 Year
Kyle Kempe	Fire/Rescue	10 Years	James Keeble	Police	1 Year
George Smith	Fire/Rescue	10 Years			

Happy Arbor Day (April 28)