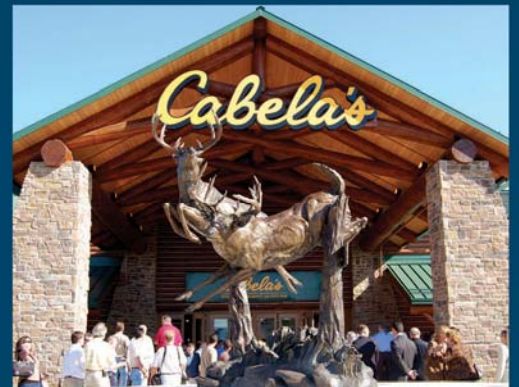
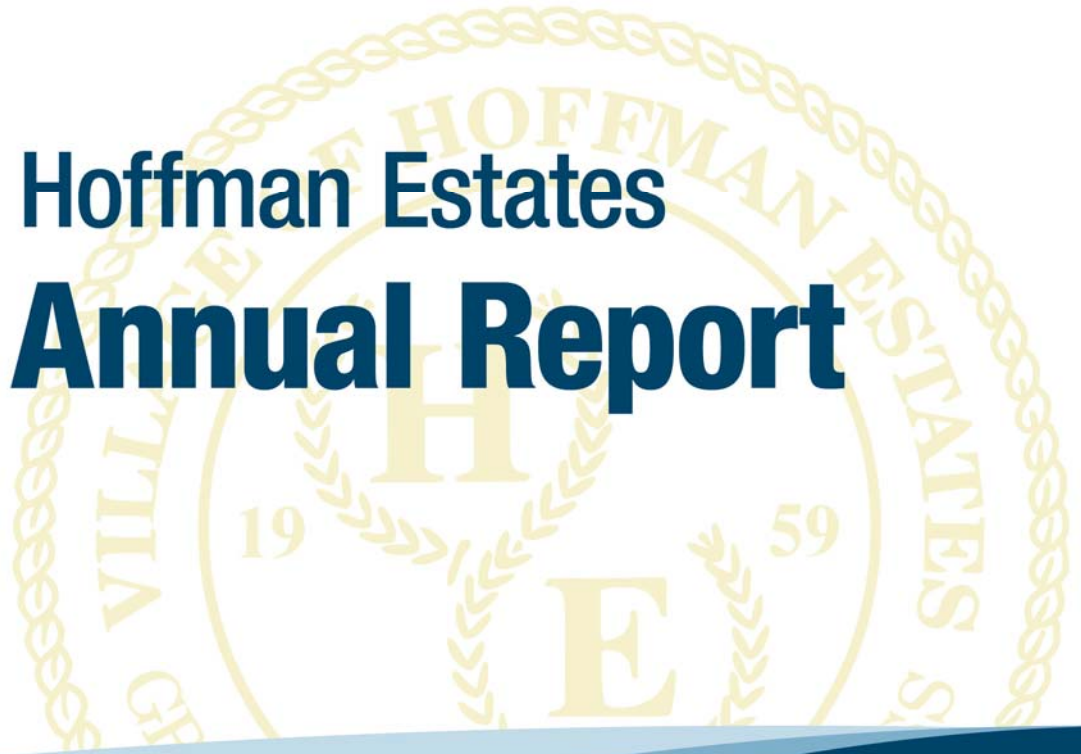
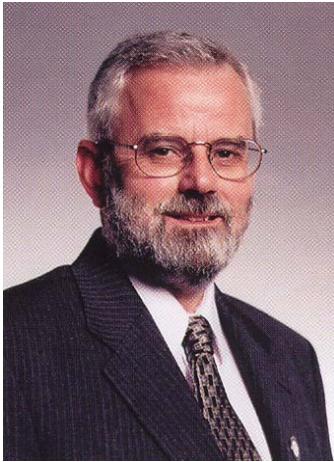


Village of Hoffman Estates 2008 Annual Report



Village of Hoffman Estates Elected Officials



WILLIAM D. MCLEOD
VILLAGE PRESIDENT



KAREN V. MILLS
TRUSTEE



CARY J. COLLINS
TRUSTEE
DEPUTY VILLAGE PRESIDENT



RAYMOND M. KINCAID
TRUSTEE



JACQUELYN GREEN
TRUSTEE



ANNA NEWELL
TRUSTEE



GARY J. PILAFAS
TRUSTEE



BEV ROMANOFF
VILLAGE CLERK

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Honorable Mayor and Board of Trustees
Village of Hoffman Estates, Illinois

Ladies and Gentlemen:

Although the entire nation was confronted with a sweeping economic downturn, the Village of Hoffman Estates experience some continued growth that will be discussed below. Beyond that, through the policy leadership of the Village President and the Board of Trustees, the Village has weathered the downturn by trimming the Village budget to adapt to the revenues being received. The Village, in essence, has operated like a business, within its existing revenues, without significant cuts in service levels to our residents and business community. The Village is prepared to take advantage of the "stimulus" package approved by Congress, and is looking forward to constructing infrastructure projects that will benefit the community, and, most importantly, put people back to work.

Internal projects during 2008 included the renovation of Village Hall and the building of a new salt dome that enables the Village to store an entire snow season's salt demand. The Village also commenced construction on both a new "green" Fire Station 24 and a new "green" Police Station in order to better service the vast community of Hoffman Estates.

The Village continues to partner with the business community by actively working to retain those businesses currently in the Village, and by helping to stimulate opportunities for growth. This is especially true in the hospitality industry through the establishment of the new Tourism and Business Retention effort within the Economic Development Division.

Other signs of growth and resilience include:

Hoffman Plaza Shopping Center: The Village partnered with the owners of Jewel and the shopping center to bring about this \$6.5 million renovation to the Village's first shopping center. Including the interior and exterior improvements of the center, the new Hoffman Plaza now features new facades, lighting, landscaping, signage and a repaved parking lot.

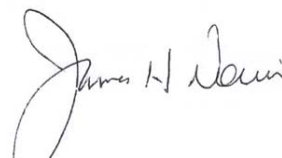
AMCOL International Headquarters Building: AMCOL International, a leading producer and vendor of value-added, specialty minerals and related products, finished a new 70,000-square-foot headquarters building in 2008, which now houses offices and a laboratory for research and development.

Prairie Stone Crossing Retail Center: The 69,000-square-foot Prairie Stone Crossing retail center opened at Route 59 and Hoffman Boulevard, and features a Sports Authority, Chipotle, Great Clips, Sears Optical, and others still to come.

Mori Seiki Development: The large Japanese tool maker, Mori Seiki, is building a 102,000-square-foot building at Huntington Woods Corporate Center (northwest corner of Huntington Boulevard and Central Road). Expected completion of Mori Seiki is mid-2009.

A celebratory atmosphere will be felt throughout Hoffman Estates this coming year. The Village of Hoffman Estates is commemorating its 50th Anniversary in September of 2009! The Village's 50th Anniversary Commission, chaired by Village Clerk Bev Romanoff, have planned activities throughout the year, which will culminate in a gala at the Sears Centre Arena on September 26th. The Village President and Board of Trustees, Village Manager, Management Team and staff of the Village of Hoffman Estates are proud to present the 2008 Annual Report.

Sincerely,



James H. Norris
Village Manager

2008 Development Highlights

The effects of the national and world-wide economic slowdown caused a drop-off in development activity in 2008. Commercial building projects underway were completed, but several approved projects remain “on hold.” New home starts fell dramatically.

Village-wide development is highlighted below, followed by additional highlights for each of the Divisions, each of which contributed to the overall success of the Village.

Office

In 2008, 375,000 square feet of office space was completed in the Prairie Stone Business Park, and an additional 134,000 square feet of office/light industrial was approved in the new Huntington Woods Corporate Center. This is quite remarkable in an economy that remains sluggish with only a few new office projects region-wide.

- **Serta** 100,000 square feet
- **AMCOL** 70,000 square feet
- **Prairie Pointe** 65,000 square feet
- **Prairie Stone Corporate Center** 140,000 square feet
- **Mori Seiki (under construction)** 102,000 square feet
- **BIG Kaiser (under construction)** 32,000 square feet

Total 509,000 Square feet

The Prairie Creek Outdoor Music Amphitheater and SplasH₂O Resort and Conference Facility received approval

from the Village, but will remain on hold until the economy improves.

Retail

The 69,000-square-foot Prairie Stone Crossing retail center opened at Route 59 and Hoffman Boulevard, featuring Sports Authority, Chipotle, Great Clips, and others.

Other new businesses located in the Poplar Creek Crossing at Route 59 and Higgins Road include Red Robin, Asta LaPasta, Moe’s Southwest Grill and Pella Doors and Windows. Staff has also worked with various developers on potential residential and commercial projects on vacant property in and near the Village. These discussions included projects mostly in the western portion of the Village where most of the vacant land still remains.

Roselle Road Business District

On October 31, the community celebrated the grand reopening of the newly renovated Hoffman Plaza Shopping Center, featuring nearly 6.5 million dollars in interior and exterior improvements to the center. The Village partnered with the owners of Jewel and surrounding shopping center businesses to produce this renovation in the Village’s first shopping district. The Jewel store received the highest level of upgrade and features new facades, lighting, landscaping, signage and a repaved parking lot.

Business Retention

Staff worked with various businesses and six shopping centers in an effort to retain businesses during rough economic times. Numerous meetings with ownership and management at Huntington Plaza West has resulted in a possible new tenant (National City Bank), which may fill vacant space and provide more customers to the center. The first “Explore Hoffman Estates” guide was published and distributed to all

households in Hoffman Estates as another outlet to inform the community of the Village’s current businesses.

The Development Services Department demonstrated true teamwork in the business retention and expansion effort. During a routine inspection at Baker’s Square (formerly at Higgins and Jones Roads), the Planning Division discovered the restaurant would be closing. Economic Development Division staff put Woodfield Nissan in touch with the owner of Baker’s Square and the Woodfield Nissan expansion is projected to produce more sales tax revenue for the Village.

Considerable time and effort have gone into working with Barrington Square Mall to explore future uses and a possible redevelopment effort. A redevelopment proposal will be presented to the Village Board in early 2009.

Because Meijer did not build at the Fountain Crossing Shopping Center, staff has addressed and resolved parking problems with restaurants, and met to discuss a survival strategy for the tenants who were expecting much higher foot traffic from the one to two anchors adjacent to them.

Staff also teamed with the Hoffman Estates Chamber of Commerce in sending out a survey to determine “business survival” issues from local entrepreneurs, and to organize seminars to address the stated problems.

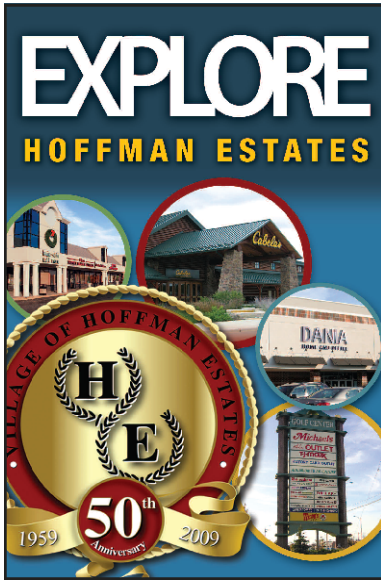
Shopping Center Improvement Program

Under the Village’s Commercial Property Improvement Program, four shopping centers completed site improvements in 2008 in conformance with the requirements of the Village Subdivision Code. Hoffman Center (formerly Brandess Center West) constructed new landscape islands, installed dumpster enclosures and



Japanese tool maker, Mori Seiki, commenced construction on a new 102,000-square-foot facility

2008 Development Highlights (continued)



“Explore Hoffman Estates” guide.

planted several trees. Forest View Plaza reconstructed and reconfigured their parking lot with several new landscape islands and planted dozens of new trees on and adjacent to their site. Hoffman Village constructed several dumpster enclosures behind the shopping center.

In early 2008, TigerDirect moved into a vacant commercial building at 675 W. Golf Road. TigerDirect submitted plans and met with the Village to discuss constructing several new landscape islands and installing more than a dozen new trees. The site improvements will complement those of the neighboring Crossroads Commons Shopping Center.

Tourism

The Village took tourism promotion into its own hands in 2008. In the spring, the Village hired a Tourism and Business Retention Coordinator. The payoff became immediately apparent as new events were brought to the Village (such as an in-line skating competition) and helped strengthen the Village’s relationships with hotels, Willow Creek Church, the Hoffman Estates Chamber of Commerce and other community groups. Working with the Economic Development Division, the new

position provided invaluable contributions to the publication of a visitor guide (now located in all Village hotels).

Commercial Property Maintenance Program

The Planning Division inspected 137 commercial properties, including all shopping center tenants, to insure compliance with property maintenance codes and approved site plans. The initial inspections occurred in May through June and found 86 properties with violations. The majority of violations were for illegal outside storage, deteriorated pavement, illegal temporary signs and missing or dead landscaping. At the end of 2008, there were 15 non-compliant properties, four of which were ticketed and 11 given a spring deadline for compliance. Staff also conducted basic property maintenance inspections in Prairie Stone, resulting in several businesses correcting minor violations, including dumpster enclosures and the fixing of deteriorating building exteriors.

Residential Projects

The western area of the Village continues to be the focus of new residential growth. A total of 53 new single-family homes were occupied in 2008. Subdivisions currently under construction include:

White Oak Units 4 and 5 (west of Rohrssen Road between Golf and Shoe Factory Roads.) Construction concluded in 2008 on this 274 lot single-family subdivision by Kimball Hill. Starting home price was approximately \$422,000.

Yorkshire Woods I (south of Shoe Factory Road and west of McDonough Road). Dartmoor Homes is finishing up the first phase of the Yorkshire Woods

development with 43 lots. Starting home prices begin around \$490,000.

Haverford Place (northwest corner of Essex Drive and Shoe Factory Road). This 184 lot age-restricted development by Ryland Homes is nearly completed (one lot remaining), with home sale prices starting around \$280,000.

Beacon Pointe (Essex Drive, north of Shoe Factory Road). Construction continues on the 193 lot subdivision being built by Ryland Homes and Kirk Homes with home prices starting between \$396,000-\$436,000. Approximately 20 lots remain to be built.

Airdrie Estates (northeast corner of Rohrssen and McDonough Roads). This heavily wooded subdivision features 21 lots available for purchase to custom home builders. Lot prices begin at \$250,000.

Devonshire Woods Estates (southwest corner of Essex Drive and Shoe Factory Road). Dartmoor Homes continues this densely wooded subdivision that features 55 lots along with a large park component. Starting home prices are expected to be approximately \$600,000.

Autumn Woods (northeast corner of Golf and Berner Roads). Kenar Homes has begun site work on the 75 lot subdivision. Semi-custom home prices are expected to be in the low \$600,000s.



OfficeMax now open in the Popular Creek Crossing shopping center.

Department of Development Services

Divisions of Code Enforcement and Planning

The Department of Development Services includes the Divisions of Economic Development, Planning, Transportation and Engineering, and Code Enforcement, all working together to attract new development to the Village, to guide development projects through the approval process, to monitor and inspect projects during construction and, through the issuance of certificates of occupancy, to enforce property maintenance and health codes. The Department also includes responsibility for the Community Development Block Grant (CDBG) program. The Department seeks to preserve and enhance basic Village infrastructure through the Annual Street Resurfacing Project, storm water drainage improvements, and efforts at implementing transit initiatives. We also work to retain existing businesses, as well as conducting annual life, safety and health inspections.

Code Enforcement Highlights

The Code Enforcement Division is responsible for enforcing building, property maintenance and zoning codes to protect the life, safety and enhance the quality of life for the residents of Hoffman Estates. These goals are accomplished through the enforcement of building, electrical, mechanical, plumbing, property maintenance and zoning codes adopted for both residential and commercial applications. During 2008, there were 2,696 building permits issued, with 9,982 field inspections conducted. Over \$797,000 was collected in permit fees.

The annual Residential Inspection Program is conducted by Code Enforcement Officers during the summer. The Village is divided into three geographical sections. Each section is inspected on a rotational basis. On average, over 3,300 residences are inspected each year,

with over 1,200 violation letters sent out. In 2008, inspections occurred in the section south of Golf Road.

The Village initiated its first Clean Sweep program in May. The Program's goal was to sweep the entire Village in one day looking for minor property maintenance violations. Village officials and Code Enforcement staff drove through each single-family neighborhood to identify and correct the most common property maintenance violations. The inspections were focused on the exterior property maintenance areas visible from the street. A total of 781 violations were noted at the end of the day. Property owners were notified by mail if their property was not in compliance with adopted Village standards, and were given a time frame to bring the property into compliance. The intent of the program was to educate residents, obtain compliance of property maintenance ordinances and to maintain the quality of Hoffman Estates neighborhoods.

The Multi-Family Inspection Program includes inspections of each multi-family residential property's exterior and common areas. These program inspections are conducted twice a year, with over 400 inspections completed annually.

Code Enforcement Officers generate over 1,000 residential and commercial violations per year. These violations include items such as tall weeds/grass, improper outside storage, garbage placed out early or toters not brought back in from the curb, investigation of home occupations, and overcrowding.

During April through September, two part-time Code Enforcement Officers supplement property maintenance efforts weekday

evenings and on weekends. This was a very successful program with these part-time officers generating over 2,500 violations.

The Environmental Health Officer conducted over 400 inspections of food establishments, retail food stores, daycares, and health facilities. All commercial pools (indoor and outdoor) are also inspected by Code Enforcement on a regular basis. Code Enforcement often conducts health and electrical inspections for special events such as the Park District's Celebration of Lights.

Planning

During 2008, the Planning Division continued to work with property owners and developers on projects in the Village. Significant work involved land in the western area of the Village, including several projects in the Prairie Stone Business Park, which encompasses the Village's Entertainment District. However, there were also a variety of large and small projects in the north and central portions of the Village. In addition to reviews of new projects, redevelopment projects, and various administrative site plan amendments, the Division invested significant time in the commercial property maintenance program; sign permit, variation and master sign plan reviews; processing residential variations; and working with new/existing businesses on various issues. Planning staff continues to play an integral role in the management of the Prairie Stone Entertainment District streetscape project and the Roselle Road Business Improvement District (BID) project, as well as participating in many economic development discussions where potential new development opportunities are considered. The Division also continued to manage the Community Development Block Grant (CDBG) program, and is assisting Public Works with the Barrington Square

Department of Development Services

Division of Planning (continued) & Transportation and Engineering

street light project, which is being completed with CDBG funds (more information below).

In Prairie Stone, major projects approved included the Prairie Creek Outdoor Music Amphitheater and the SplashH₂O Resort and Conference Facility. Both of these projects are on hold due to economic conditions. Near these two properties — the existing Sears Centre Arena, and Cabela's — are several active development parcels. Division staff has worked with the owners of several significant commercial properties in Prairie Stone (with a combined total of approximately 49 acres), resulting in the construction of the new Prairie Stone Crossing Shopping Center (anchored by Sports Authority), and the new 62,000-square-foot medical office building in Prairie Pointe. Five new restaurant buildings were at or near the site plan approval stage before the projects were canceled due to the economic downturn. Although new construction has slowed considerably in late 2008, discussions continue actively on all vacant parcels. Detailed discussions occurred, and early concept plans were reviewed on several other vacant parcels for entertainment, retail, office and mixed-use development opportunities in Prairie Stone. Due to the significant review work completed during the past year, and the fact that grading and infrastructure work has been completed on several vacant properties, the Village is poised to act quickly on new projects that may be proposed in Prairie Stone.

Outside of Prairie Stone, the Village approved a large infrastructure project for the Sutton Crossing commercial development, and a development agreement and concept plan were approved for the Avenues of Plum Farms mixed-use development. Both of these projects are expected to occur several years in the future. However, the ongoing work is

valuable to help the developers be prepared to move forward at such time as the market will support new development. Discussions have continued on Phase 2 of the Beacon Pointe project, which would bring a much needed commercial center to the western area south of the Tollway. The annexation of the Autumn Woods subdivision was completed, thus expanding the far southwestern perimeter of the Village. North of the Jane Addams Tollway, the 70-acre Huntington Wood Corporate Center was approved, and initial building construction is well underway. Elsewhere, development proposals were reviewed for various small commercial/office projects, two new Village facilities, and the redevelopment of properties such as the Barrington Square Mall and the conversion of Baymont Inn to Comfort Suites.

As part of the new Village Web site, the Planning Division created a series of pages that significantly increase the amount of information available to the public. These pages and documents are updated regularly to provide information on development approvals and current meeting agenda items. All members of the Division staff contributed to development of this project.

Transportation & Engineering Division

The major highlight for the year was the completion of the 2008 Street Revitalization Project on time and under the contract amount of \$2.4 million. This included reconstruction and resurfacing on various streets. Transportation and Engineering personnel coordinated all aspects of the project, from field survey; design, including plans, specifications, and estimates; bidding; utility coordination; construction staking and inspection; punchlists; and project closeouts.

Engineering provided plan review and construction inspection of public and private construction projects, including residential subdivisions, commercial and office projects described above. The Division coordinated acceptance of public improvements with White Oak Unit 4, White Oak Unit 5, Canterbury Fields and the Essex Drive extension.

Staff assisted Public Works on the site design and construction of the new salt dome. Stormwater management efforts consisted of continuing project management for the design of the Business District Culvert Project near Higgins and Roselle Roads. When constructed, this culvert project will significantly reduce the amount of floodplain in this area, ultimately enhancing redevelopment in the area of Hoffman Plaza. In addition, approximately 80 residents received advice on how to resolve backyard flooding and standing water problems on their lots.

Road Improvements & Traffic Signals

Plans for widening Shoe Factory Road and Beverly Road advanced through the preliminary phase. Shoe Factory Road will be widened to four lanes from just east of Beverly Road to just west of Essex Drive. Beverly Road will also be widened to four lanes from its intersection with Shoe Factory Road to the I-90 entrance ramp. Cook County desires to pursue a straightened alignment for Shoe Factory Road. The Village, County, and developer continue to review options related to this change in design.

Traffic Management, Operations and Information

Transportation and Engineering Division staff continued to work closely with the Police Department on traffic management plans for Sears Centre Arena events.

Department of Development Services

Division of Transportation and Engineering (continued)

Division staff coordinates with the Sears Centre Arena team, Public Works and the Police Department on the placement of the portable message signs. Transportation and Engineering Division programs the sign messages, and makes arrangements for additional sign rentals for larger events. Staff also worked on the revisions to the Sears Centre Arena parking lots to increase their capacity.

The Division continues to support requests from residents and the Village Board for investigations of issues related to traffic volume, speed, and parking.

The Division completed a major upgrade to its Web page to host information on a variety of transportation questions. These include status and updates on the Village's Annual Street Rehabilitation Project, in addition to projects being constructed by other agencies.

A major news item for 2008 was the Canadian National (CN) proposal to purchase the EJ&E railroad. Division staff prepared comments on Environmental Impact Statements and the overall process. The Web page contained significant information on this issue. Another section of the Web site was dedicated for providing information on the forthcoming Village bicycle plan. Information and



Roherssen Road is one of the many streets rehab during the 2008 Street Rehabilitation Program.

links to public transportation services are offered on the Division's page. Regional travel data is also accessible, such as current travel times, road construction information, etc.

Public Transportation

The Taxi Discount Program was refined and expanded in 2008. It is intended to serve local trips as a supplement to other services provided by the townships and Pace. The expansion included trips to major airports. Eligible residents who meet age, disability or income criteria may register free of charge. Three taxi companies participate in the Taxi Discount Program. Outreach to various groups continued in 2008 after approval by the Village Board.

Division staff administers and monitors usage of the Taxi Discount Program (847-252-5800), and information has also been posted to the Village Web site.

The STAR Line is a 55 mile Metra proposal for new rail service extending from O'Hare Airport along the Jane Addams Tollway to Prairie Stone, where the EJ&E right of way will provide a connection to Joliet. It would provide a means to commute from suburb to suburb, and to reach O'Hare Airport. Station areas are being studied in the vicinity of Barrington Road and in the Prairie Stone Business Park, and were included in the Comprehensive Plan update. The planning efforts for the project are moving toward completion of the alternatives analysis phase.

Pace Route 554 continued in 2008, with funding approved by the Village Board, as well as financial shares from Elgin, Streamwood and Schaumburg. The route is the only arterial street bus line that travels through Hoffman Estates. Planning efforts this past year will result in

modifying the bus route in 2009. The revised route will connect the Elgin Metra Station with the Hanover Park Metra Station and the Northwest Transportation Center. Route 554 showed strong ridership growth in 2008.

The Village initiated the HOT Line (Pace Route 557) through federal transportation funds obtained in 2001. Since that time, ridership on the HOT Line has demonstrated steady performance, even though Allstate opted to abstain from participation in the route several years ago. The HOT Line runs from the Barrington Metra Station to AT&T, Siemens, Claire's and ADP, which pay a share of the route's operating cost so that their employees can ride at no charge. The Division coordinates the operation of the route with Pace and participating companies.

Division staff provided support to the Planning Division for the Comprehensive Plan update. The tasks included input and review of sections dealing with traffic signals, roadway improvements, as well as transit operations, transit-oriented development and accommodation of pedestrians and bicyclists.

Bike and Pedestrian Planning

The Transportation and Engineering Division started work on a comprehensive Bicycle Plan in 2008. The plan will look to supplement the existing 26 miles of paths with on and off-street facilities. A draft Bicycle Plan map was presented to the Village Board, and is available for review on the Village Web site. The plan includes bike paths, routes and lanes. The development of the plan will continue into 2009, with public meetings to gather comments. The Department obtained \$600,000 in federal funding to construct at least one mile of new path.

Fire Department

Currently, there are more than 1,850 homes equipped with residential fire sprinkler systems. Hoffman Estates has more homes with residential sprinklers than any other community in the state of Illinois

During 2008, promotions of the following personnel took place:

- Robert Gorvett – Fire Chief
- Jeffrey Jorian – Deputy Chief
- Gregory Schuldt– Assistant Chief
- Thomas Mackie – Battalion Chief
- David Savone – Captain
- Donald Richter – Lieutenant

Six new firefighters join the ranks of the department in 2008: Dustin Eckardt, Andrew Giarratano, Ryan Bebe, Jeffrey Northrup, Nicholas Forsythe and Brian Duffy. We had five separations from the Fire Department during 2008: Chief Kevin Rynders, James Oskroba, Ken Swoboda, Andrew Czarnecki and Andrew Giarratano.

The Department's current staffing is 103 sworn personnel, which includes one Fire Chief, two Deputy Chiefs, one Assistant Chief, three Battalion

Chiefs, four Captains, 11 Lieutenants and 81 Firefighters.

Emergency Response Activity

The overall number of emergency responses from the Fire Department was 5,414 as compared to 5,239 calls in 2007, which represents a 3.34 percent increase. The Department also treated a total of 32 patients while on standby assignment at the Sears Centre Arena during various events.

Fire Suppression Overview

The Department responded to 1,956 fire suppression calls, which accounted for 36 percent of the Department emergency responses in 2008.

Of these responses, there were 66 fire incidents that resulted in financial losses, including 18 structure fires, 24 cooking fires and 24 vehicle fires. The total estimated loss from fires during 2008 is \$1,606,700.

Emergency Medical Services

The Department responded to

3,458 emergency medical calls, which accounted for 64 percent of the Department's emergency responses in 2008.

Paramedics treated a total of 1,918 resident patients, 1,527 of whom were transported to the hospital. A total of 1,207 non-resident patients were treated, 550 of whom were transported to the hospital.

Motor Vehicle Accidents

Of the 3,458 emergency medical responses during 2008, 384 were related to vehicular crashes.

Training Division

Annual training covers the following categories for all Department members: fire, EMS, hazardous materials, specialty rescue (including high angle, confined space, water rescue/recovery, trench and structural collapse operations), and other miscellaneous topics. Department personnel participated in a total of 31,368 hours of training during 2008. This is an average of 316 hours of training per Department member.

Training highlights during 2008 include:

Live Fire Training

All Department members were required to participate in a three-hour live fire training session conducted at the Carol Stream Fire Protection District training facility. This training requires all employees to demonstrate their fire ground knowledge and skills relevant to their position and responsibility (firefighter, engineer, officer). This year's drills focused on single company operations with fire simulations in multiple rooms of a structure.

Self Contained Breathing Apparatus (SCBA) Training

This year, our Department members participated in a SCBA maze training drill focusing on individual skills and confidence while utilizing personal



Members of the Hoffman Estates Fire Department utilize the 'Jaws of Life' in a Flight for Life simulation.

Fire Department

protective equipment. Department members navigated a course designed to challenge their skills. The course was contained within a trailer the Department borrowed from the Algonquin/Lake-in-the-Hills Fire Protection District. These drills were held in the Village Hall parking lot during September.

Search Techniques Training

This year, all Department members participated in search training, that was conducted at Laser Quest, located at Higgins and Roselle Roads. The training focused on search techniques and victim location and removal. The training's secondary focus was to educate fire personnel on the use of the Department thermal imaging cameras. These cameras were new to the Department replacing older, heavier units. The training was held during February.

Fire Prevention Bureau

The Fire Prevention Bureau is comprised of one full-time Fire Prevention Bureau Manager, two full-time Fire Inspectors and four part-time Fire Inspectors.

During 2008, Fire Inspectors completed 1,418 annual inspections and re-inspections. 249 plan reviews and 874 inspections related to new construction were conducted. The



Firefighting personnel at the groundbreaking ceremony of the new Fire Station 24



51

Graduates of the Citizen Fire Academy, pictured with Mayor William McLeod, Trustee Karen Mills, Trustee Cary Collins, Trustee Jackie Green, Trustee Anna Newell, Trustee Gary Pilafas, Chief Bob Gorvett, and Lt. Anthony Butler.

Bureau issued a total of 209 permits that generated \$61,200 in revenue.

Public Relations and Public Education

Pre-School Program

During 2008, public educators completed fire safety education programs in 40 classrooms within Hoffman Estates' 24 preschools, educating a total of 450 children in fire safety.

Elementary School Program

During 2008, public educators completed fire safety education programs in 255 classrooms within 14 elementary schools in Hoffman Estates and Inverness, educating a total of 13,000 children in fire safety.

Business Program

This program included fire extinguisher training, evacuation planning and general fire safety education. During 2008, public educators completed 15 programs instructing over 5,000 employees and patrons.

Smoke Detectors and Sprinklers

During 2008, firefighters distributed

smoke detectors to residents in Hoffman Estates. In many instances, firefighters also installed these smoke detectors.

CPR/AED Program

During 2008, a total of 238 students including residents, Village employees and members of the business community, received CPR or first aid training.

Senior Citizens Program

The Public Education Division completed 12 senior citizen fire and safety programs to over 200 of the Village's senior citizens.

General Programs

General programs consist of station tours, block parties, Fire Prevention Week and various other programs completed or attended by Department members. During 2008, the Department hosted 41 station tours and visited 28 block parties. The Fire Department offered its 10th annual Citizen Fire Academy program, which was attended by 18 people.

Finance Department

The Finance Department is responsible for maintaining the Village's financial assets and investments. The Finance Department oversees and coordinates the following:

- Cash and Debt Management
- Pension Administration
- Budgeting and Purchasing
- Accounting, Auditing and Reporting
- Revenue Administration
- Tax Administration
- Billing and Collections
- Water Billing
- Customer Service
- Employee Payroll

Adoption of the 2009 Budget

On December 1, 2008, the Village Board formally approved a balanced budget for fiscal year 2009 totaling \$129,974,393, which is 3.2 percent higher than the fiscal year 2008 budget. In the 2009 budget, the Village is experiencing 5.4 percent decrease in General Fund revenues and a 7.1 percent decrease in expenditures, resulting in General Fund budgeted revenues exceeding expenditures by \$7,170.

Financial Reporting Award

The Village of Hoffman Estates comprehensive annual financial report for the year ending December 31, 2007, was awarded a Certificate of Achievement for Excellence in Financial Reporting by the Government Finance Officers Association (GFOA) of the United States and Canada. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. This was the 25th consecutive year the Village has received this award.

Bond Issuance

In 2008, the Finance Department oversaw the issuance of the General Obligation Bonds, Series 2008A, in the amount of \$26,645,000 to fund the remodeling of the Village Hall and the construction of a new Police complex, Fire Station and water tank.

2008 Economic Development Area Surplus Distribution

On December 15, 2008, the Village Board approved the 2008 distribution of surplus in the amount of \$3,949,953.17 for the 2007 tax levy year. This represented a 14 percent increase over the surplus declared last year. The breakdown of the surplus by taxing district is depicted below:

Other Department Highlights:

Finance participated in the successful implementation of the new Administrative Adjudication process related to Police and Code Enforcement citations, resulting in an increase in citation revenue of over 120 percent from FY2007. It also implemented a process, with the cooperation of the Police Department, to aggressively pursue violators who are currently holding 10 or more outstanding Village citations, as well as assist with the efforts related to the upcoming implementation of e-Gov within the Village financial software. E-Gov is a Web-based customer service program that will allow our residents to view their water account, parking tickets, building permits, etc., online, and pay for a variety of Village services.

2008 EDA Surplus Distribution

Taxing District	Amount
School District 300	\$2,116,801.22
Barrington Public Library	\$98,294.08
Village of Hoffman Estates	\$487,762.61
Hoffman Estates Park District	\$249,829.63
Elgin Comm College Dist. 509	\$207,001.69
N.W. Mosquito Abatement	\$4,758.66
MWRD	\$156,440.94
Barrington Twp. Gen Asst.	\$1,189.67
Barrington Twp.	\$12,491.48
Cook County Forest Preserve	\$31,526.12
Cook County	\$265,295.27
Consolidated Elections	\$7,137.98
School District U-46	\$310,433.13
Poplar Creek Library District	\$990.69
Total	\$3,949,953.17

Department of General Government

Enhanced Website

On August 1, 2008, the Village of Hoffman Estates launched a completely revamped version of its website, www.hoffmanestates.org. Working with Vision Internet, Inc. of Santa Monica, California, the Village created a completely redesigned framework for the site, and implemented a content management system that enables departments to update their specific content in a more efficient manner. The site also contains a customer request portal managed by Web QA that allows visitors to submit questions and service requests as well as searching a dynamic knowledge center full of facts about Village programs and services. The enhancements to the Village's Web site are the first steps in creating a completely electronic environment for residents and businesses to conduct Village business. Additional applications are planned for online launches in 2009.

Public Building Improvements

In 2008, the Village commenced the renovation of the existing Village Hall. Departments were reorganized so that the Village Clerk's office, Finance and Development Services are now located on the first floor at a large central public counter. The Departments of General Government, Human Resources Management, Information Systems and Fire Administration are located on the second floor. The Department of Health and Human Services was also renovated, and now includes a dedicated health clinic space and therapy rooms. The final stages of the renovation, including the atrium, public spaces and Council Chambers, were completed in late 2008 and early 2009.

In addition to the renovation of the Village Hall, construction of a new Police Complex and Fire Station 24 relocation began in 2008. The Police Complex is slated for completion in 2010 and the newly relocated Fire Station 24 will open in the spring of 2009.

Cable TV

HETV entered its fourth year in 2008. Three regular local programs about the Village are produced: "The Citizen" news magazine, which covers Village activities and information; "Behind The Badge" delivers Police Department information; and "Fire Line" covers the Fire Department. There were 12 special event programs produced in 2008. These programs ranged from the Martin Luther King Day Celebration, to the September 11 Remembrance, Fourth of July Parade, and the Tree-Lighting Ceremony. There are also several educational programs that air about health, ecology, education and military news, as well as from NASA and SeaWorld.

The Cable TV Division worked to address 50 inquiries from residents about service from Comcast and SBC/AT&T. This is a decrease from 79 complaints in 2007.

As a result of the Illinois Cable and Video Competition Law of 2007, the Village saw AT&T offering competitive video services via U-Verse in January of 2008. Unfortunately, U-Verse is not available to all residents of Hoffman Estates, and is not required to be under the law. Hoffman Estates is involved with reviews by the Illinois Attorney General's office and the F.C.C. regarding the method of delivery that AT&T employs for their Public Education Government channels.

The Village is in the final phases of negotiating renewal of its cable TV franchise with Comcast.

Corporation Counsel

The Village Board is advised on procedures and updates of the law by the Corporation Counsel. Commissions of the Village, such as the Fire and Police Commission, Zoning Board of Appeals and Plan Commission, are regularly updated with statutory and case law

changes. Statutory and case law changes are interpreted for department and division directors on a regular basis.

Contracts and other legal documents are reviewed for the Village. This past year's highlights include transactional work on the new Police Complex and Fire Station, as well as incentive agreements for new private developments and renovations.

Litigation involving the Business Tax Increment Financing District at Roselle, Golf and Higgins Roads has been concluded. Land development issues, such as the restrictive land use covenants on the Sears parcel placed by Barrington Hills and South Barrington, have required litigation as well.

Employment issues and coordination of negligence cases with the Village's insurers have been the responsibility of the Corporation Counsel, and the litigation docket finished the year with seven cases pending in the courts.

Acting as Village prosecutor, the Assistant Corporation Counsel covers housing, misdemeanor and traffic Circuit Court sessions each month. The Assistant Corporation Counsel also prosecuted at the newly established Administrative Adjudication hearing system.

The Office of Corporation Counsel oversees the Administrative Adjudication Court that was created in 2008. Administrative Adjudication hearings allow residents to resolve citations issued for Municipal Code violations directly with the Village of Hoffman Estates, rather than the Circuit Court system. This process has proven to be more convenient for residents, as well as obtaining a larger percentage of compliance. Administrative Adjudication hearings are held at the Police Department Complex on Monday evenings.

Department of Human Resources Management

Mission Statement

The Department of Human Resources Management (HRM) is committed to providing professional services that will result in an organization that will attract and retain the best work force in local government. Through these services, the values of commitment and excellence will be fostered and reflected in the services provided to the community.

The HRM function is reflected by the diverse objectives of the Department's mission statement. The human resource function involves a broad base of customer service, support and administrative responsibilities. Numerous programs are involved in attracting, retaining and maintaining a highly skilled and diverse workforce, and ensuring a productive and safe work environment. These programs support operating departments and strive to exceed their expectations through fulfilling their service requirements effectively, efficiently and safely.

Activity Highlights

The activities of the Department are divided between two sections: human resources, whose functions include administration, benefits management, compensation, employee relations, labor relations, recruitment and selection, and training; and risk management, with activities divided into the areas of compliance, insurance, loss control/prevention and safety.

HRM successfully initiated the new Performance Appraisal Management system, including changes affecting new and/or promoted employees, together with a new compensation system for the Planner position by creating a tiered system. Both changes will allow for greater advancement and sustainable retention within the organization.

A total of 32 full-time, 10 part-time and 23 seasonal positions were filled in 2008, as well as 12 unpaid internships and one temporary

position. The Human Resources Generalist participated in 92 interviews and coordinated 25 recruitments, including the coordination of a successful recruitment for the Fire Chief position. The Village's authorized full-time staff increased from 376 to 390 budgeted positions, while the total number of all authorized positions increased from 465 to 472. 1,810 applications and resumes were received and processed in response to advertised vacancies or as unsolicited submissions. The Human Resources Generalist continued to evaluate and expand recruitment sources to generate a more diverse base of qualified candidates.

HRM evaluated and recommended renewal with the Intergovernmental Personnel Benefit Cooperative (IPBC), which included benefit providers such as Blue Cross/ Blue Shield, UniCare Dental Insurance, ING Life Insurance and Gallagher Benefit Services serving as the consultants to the IPBC.

A new drug card program through Medco was successfully implemented as part of employee health care package. Implementing the new drug card created overall premium savings. HR also conducted a successful transition to a new supplemental life insurance program through ING. This new coverage offered the same benefit levels as the previous carrier, MetLife, but at substantial savings to the employees.

The HRM Department has prepared for and successfully negotiated new collective bargaining agreements with the Metropolitan Alliance of Police (MAP) Chapter 96, and the Metropolitan Alliance of Police (MAP) Chapter 97, Sergeants.

On behalf of the Village organization, the HRM Department, along with General Government, have received and processed several grievances from International Association of Firefighters (IAFF) local 2061, and

Metropolitan Alliance of Police (MAP) Chapter 96. Several grievances have been resolved and closed, as others remain in process. HRM has also received and processed Unfair Labor Practices (ULPs) by IAFF local 2061. HRM continues to work toward harmonious labor relations through clear communications, and fair and equitable policy and contract administration.

Throughout 2008, several training and education programs were facilitated by the Risk Manager, including sexual harassment policy training, safety training, the 2008 Safety Awards Program and Safety Lunch, which was attended by more than 165 employees. At the Safety Lunch, the winning 2009 Safety Slogan was announced: "When you gamble with safety, you bet your life."

Department of Health & Human Services

Department Highlights

The Department of Health and Human Services (HHS) serves as an access point to health and mental health services for the residents of Hoffman Estates. During 2008, 689 infants and children received 1,504 vaccinations. Additionally, 410 children's influenza vaccinations were provided. New for 2008, the HHS provided vision and hearing screenings. A total of 645 youth were screened.

Health Screenings

In addition to services for children, HHS provided 2,536 adult health screenings. Screenings provided include: 898 blood pressure checks, 320 diabetes screenings, 426 hemoglobin screenings and 918 pulse checks. Ninety-seven Cholestec Tests and 92 total cholesterol tests, 20 Hepatitis B, 56 Twinrix (51 percent increase) and 37 tetanus vaccinations were also given over the course of the year.

Flu Vaccination

Utilization of the Department's flu vaccination services continued to grow during 2008. This year 1356 (946 adult/410 children) flu vaccinations were given, representing a 29 percent increase. Additionally, with a grant from the Rotary Club of Schaumburg-Hoffman Estates, HHS was able to provide 100 free flu vaccinations for adults in the community who demonstrated financial need.



Sue Lessen volunteers to help at the adult flu clinic.



Picture This! Participants pictured with Mayor William McLeod, Trustee Karen Mills, Trustee Raymond Kincaid, Trustee Jackie Green, Trustee Anna Newell, Trustee Gary Pilafas, and Director Algean Garner.

Counseling Services

The Department also provides affordable, high-quality counseling for Hoffman Estates residents and Village employees. During 2008, HHS clinical psychology staff provided 1,723 hours of individual counseling, 151 hours of couples counseling and 87 hours of family counseling. Employee utilization of counseling services via the Employee Wellness Program increased 35 percent during 2008.

Picture This! Photo Contest

The Prevention and Wellness Team hosted the fourth annual youth photo contest, *Picture This!* This year's theme highlighted the "Greenness" of Hoffman Estates. The theme for 2008 was "Friendly, Green and Clean: Caring for Our Environment." Eighteen entries were received. The highlight of the event was the awards ceremony held on June 21, 2008, to a standing room only crowd.

Prevention Programs

HHS continued its successful interdepartmental collaboration with the Police Department. Three evidence-based prevention programs for youth continued in 2008: Reaching for the Stars, Real

Girls – Real Talk, and Lions Pride. The purpose of each group is to enhance leadership skills, decision making ability, and self-esteem of the participating youth. This year, more than 30 individuals attended the workshop held at the Schaumburg Township District Library. Over 90 percent of attendees' evaluations indicated that all the presentations were helpful.

Training

HHS nursing, administrative and psychology staff participated in planning and execution of the May 2008 SNS Pharmaceutical Distribution exercise on May 13, 2008. The 2007-2008 Psychology Training Program trainees successfully completed their training year. The trainees provided over 1,961 hours of individual, couples and family counseling.

Department of Information Systems

GIS Expansion

The zoning map was updated with changes for 2008. The western area land-use map and the Fire Department map book were updated as required throughout the year. The Village map was updated based on new information and comments from others. In addition, numerous requests for creation and printing of incidental maps and for scanning of large documents were fulfilled.

All ArcGIS server and desktop software was upgraded to the 9.3 release. ArcSDE on the SQL Server was updated and the GIS data migrated to the new version. Indexing, statistics and data compression were performed on the updated databases. The GIS maps on the Village's intranet are using the new ArcGIS Server 9.3 interface.

Individual maps and documentation of four possible routes for the installation of fiber optic cable between the current Police building and the new complex at 411 W. Higgins Road were created. Preliminary identification of utility easements and rights-of-way for each route were completed. The Village of Schaumburg provided information and recommendations for the portion of the routes that crossed their village boundaries. All of this information was provided to the contractor who is preparing the bid proposal for the cable installation.

Following the annexation of nearly 17 acres, with boundaries on Golf Road, Berner Road, and Dale Drive, the Autumn Woods subdivision was added to the Village maps. The data layers that were updated included individual parcels, street centerlines, municipal boundaries, fire protection districts, police beats, street address labels and street name labels. The Autumn Woods subdivision will appear on virtually all Village maps as new copies are printed.

The GIS database security was updated to enable the Public Works GIS Technician to directly edit all of the Village utility data layers.

ArcEditor and MapLogic software were installed on the Public Works GIS computer to provide additional capabilities for their current and future mapping requirements.

We received new, four-inch resolution, color orthophotos of the entire Village through an agreement with Northwest Central Dispatch System. These photos are very crisp and show many new building developments, especially in the western area of the Village. Also, as part of this agreement, we received a copy of Electronic Field Study software (Pictometry), along with a set of oblique aerial photos. These photos are also taken from a plane, but at a 45 degree angle from the north, east, south, and west. These photos include geographic coordinates, both horizontal and vertical. The Pictometry software and image library offer some unique measurement capabilities and can also utilize data layers from the GIS database.

SunGard Public Sector (SPI)

The implementation of the Administrative Adjudication process utilizing the Citations application was completed in the first quarter of 2008. This included entry of all local ordinance violations into Citations, creation of the Court Docket Reports for use at the biweekly hearings, modification of the penalty processing procedure and creation of form letters to violators to be sent after each step of the hearing process.

An evaluation and streamlining of the Business forms and procedures for the Business License Renewal Process was performed throughout 2008. New data and informational forms were created, and all License forms were also evaluated and updated. The automation of the

Liquor Licensing process was also accomplished this year so that now all licensing information is available in Business Licensing.

The Department installed, tested and implemented the custom programming necessary to allow the integration of the JP Morgan Chase Receiver Service program for electronic Utility Billing payments. This program provides a way to interface these electronic payments with the CommunityPLUS Cash Receipts application, as well as the recording of those payments in Utility Billing and, subsequently, the interface to FinancePLUS. This was accomplished in the third quarter. We also purchased and installed the SSL data-encryption portal necessary to download the payment data directly from the JPMC Web site.

Training materials and programs for many CommunityPLUS applications were written and provided to users as a part of a retraining program for new staff and current users, as well as the training necessitated by the change in responsibilities for all Customer Service staff. This included training for Business Licensing, Citations, Permitting, Permit Inspections, Pet Licensing and Vehicle Licensing, as well as extensive Entity training given to all regular CommunityPLUS users.

Wireless System

The IS Department configured and installed five wireless access points at various Village facilities. The department also configured the squad laptops with the necessary protocols to communicate with the access points.

In addition to building the foundation for applications such as in-car report writing and the in-car ticket printing program the Department is interested in, it now makes it possible to deploy patches and updates to the squad laptops as well as allowing Help Desk personnel to troubleshoot issues remotely rather than having the laptop taken out of service.

Police Department

Police Department staff continues to work with other Village personnel, architects and trades in the various stages of construction of the new Police complex located at 411 W. Higgins Road. Substantial progress has been made; the design was finalized, ground broken, foundation poured, interior design finalized and furniture chosen.

In October, a grant in the amount of \$51,922 was received from the Illinois Department of Transportation – Division of Traffic Safety for traffic enforcement. This grant provides funds for officer overtime to concentrate on enforcement of safety belt laws, speeding violations and impaired driving. Funds are also included for squad car mileage, and public information and educational materials.

In late 2006, the Department began the Administrative Tow Fee program. In 2008, a total of \$442,500 in fees were collected.

The Citizen Police Academy provides citizens with an opportunity to learn about Police functions through classroom lecture, demonstrations and practical exercises. Two sessions

of the Citizen Police Academy were held in 2008. Topics included officer safety, "shoot/don't-shoot" scenarios, firearms familiarization, traffic safety programs, evidence collection, K-9 presentation and much more. Nineteen classes have successfully completed the program since its inception in the fall of 1999. The Alumni Association continues to be active, and members assist the Department in a variety of functions throughout the year.

Lt. Joe Perritano retired in April of 2008 after serving 20 years with the Police Department. Lt. Brad Hollister retired in June of 2008 after serving 28 with the Department. Lt. Jones continues to serve with the Police Department with over 33 years of service, making him the longest-serving member in the agency's history. During 2008, Dennis Cardiff and Tom Sullivan were promoted to Lieutenant, and Officers Gerlach, Dornbos and Mueller were promoted to Sergeant.

The Police Department conducted over 15,000 hours of training for officers and civilian employees during 2008. Training included

Basic Officer Academy Training, National Incident Management System (NIMS), weapons training, officer safety, supervisory training, in-service training, Emergency Operations Center (EOC) training, traffic enforcement and policy and general order review.

Summary of Department by Division/Section:

Patrol Division

The Patrol Division is divided into three Patrol Watches, each commanded by a Lieutenant and three Sergeants. Staffing is varied on each watch, based on calls for service and other needs. The Division also includes two K-9 officers.

The officers of the Patrol Division continue to be the strength of the Department, being the first responders to calls for service. In 2008, the Department responded to 27,371 calls-for-service, up from 27,351 in 2007. In addition to responding to emergencies and other calls-for-service, Patrol officers were also involved with traffic safety initiatives, bike patrol and community relations efforts.

Investigations Division

The Investigations Division, commanded by a Lieutenant, is comprised of the Investigations Section, Juvenile Investigations Section and Tactical Section. Each Section is commanded by its own Sergeant. The Investigations Section also includes six criminal investigators.

During 2008, the Investigations Division worked on 1,078 cases, a decrease from 1589 cases in 2007. The Division had a clearance rate of 79 percent and made a total of 335 arrests, an increase from 273 arrests in 2007. The Division also recovered a total value of \$68,181 in property and money.

Juvenile Investigations Section

The Juvenile Investigations Section is comprised of a Sergeant, two juvenile



Citizen Police Academy graduates pictured with Mayor William McLeod, Trustee Karen Mills, Trustee Ray Kincaid, Trustee Cary Collins, Trustee Jackie Green, Trustee Anna Newell, Trustee Gary Pilafas, Chief Clint Herdegen, and Sergeant Greg Poulos.

Police Department (continued)

investigators and three school resource officers. The Section provided training to all schools in Hoffman Estates on building intruders and emergency lockdowns. Lockdown drills were conducted, and school emergency plans were written and reviewed with school staff members.

During 2008, the Juvenile Section arrested 168 juveniles and referred nine to the Peer Jury program. There were 87 juvenile petitions filed and 17 cases referred to other agencies for disposition.

Tactical Operations Section

The Tactical Section is staffed by a Sergeant and five tactical officers. The Section made a total of 391 arrests in 2008. Of these arrests, there were 78 felonies, 313 misdemeanors, 135 drug arrests, and 90 warrant arrests. The Section also seized \$13,581 in drug assets.

Special Services Division

The Special Services Division includes the Traffic Section as well as the Vehicle Maintenance and Animal Administrative Service Officers. The Division is responsible for managing the Department's grants, written policies, vehicle maintenance, building maintenance, Police Chaplain Program, Administrative Tow Fee Program, Administrative Adjudication and critical incident response training regarding NIMS compliance.

Traffic Section

The Traffic Section handles numerous programs, including all traffic-related public information and education campaigns, and numerous enforcement campaigns. The Section is also responsible for all abandoned auto processing, overweight and over-dimension truck permits, taxi and limo licensing, private property enforcement agreements, towing contract, speed trailer deployment and the coordination of all school crossing guards.

In 2008 the Section processed 194 abandoned autos, a decrease from 226 in 2007; investigated 244 hit-and-run crashes; issued citations for overweight truck violations totaling \$25,000; and issued truck permits totaling \$6,900. The Section also issued 177 taxi/limo licenses with total fees collected at \$9,485. A total of 118 child safety seat inspections were completed by officers from Traffic, Community Relations and Problem-Oriented Policing. Traffic Section officers issued 1,738 seat belt citations during 2008, an increase from 1,068 citations in 2007. The Section also presented several "Saved by the Safety Belt" awards in 2008.

During 2008 there were a total of 1,567 traffic crashes investigated by the Department, a reduction from 1,763 crashes in 2007. Of those crashes, 201 were injury crashes, down from 213 injury crashes in 2007. There were no fatal crashes in 2008, compared to two fatal crashes in 2007.

Staff Services Division

This Division is responsible for Department training, testing, and hiring of new officers, front desk operations, court preparation, property and evidence processing, and maintenance of Department records. The Division also includes the Community Relations/DARE Unit, P.O.P., the Court Officer, and Property/Evidence Room Officer.

Evidence Room

During the year, the Department inventoried 1,950 pieces of evidence and property, a decrease from 2,076 items in 2007. The Property Room Administrative Services Officer sent 490 items of evidence to the crime laboratory for testing. A total of 804 items were destroyed, up from 615 items in 2007. Transfers of property (movement of items in or out of the property/evidence room) in 2008 totaled 12,880, a slight decrease



Officer Rodney Penrod monitoring vehicle's speed on Village roads.

from 13, 216 in 2007. There were 124 items returned to their owners. In late 2007, plans were finalized to transition from using the Illinois State Police Crime lab to using the Northeastern Illinois Regional Crime Laboratory. In 2008 we began sending our evidence to the new crime lab for testing.

Community Relations & Problem-Oriented Policing

The Community Relations and Problem-Oriented Policing (POP) Units work hand-in-hand throughout the year on numerous programs for the Police Department, including the Bicycle Safety and Bike Helmet program, the Neighborhood Watch program, the Citizen Police Academy, D.A.R.E., Lion's Pride, Breakfast Club, Police Explorers, National Night Out, Home Inspection Program, child safety seat installations, and the gun lock program.

These sections also operate the Community Resource Center. The Community Relations and POP Units also coordinated the Neighborhood Pool Party in June, as well as the Police Department Open House in August.

Department of Public Works

Department Highlights

The Village's annual creek cleaning project covered a 550-foot area in Parcel A, located at the southeast section of the Village. The creek line was cleared of hazardous and obstructive vegetation to ensure proper flow and storm water discharge quality. The previous 1,200 ton capacity salt dome was replaced with one that stores up to 5,500 tons. Additionally, the Village received the Tree City USA Award for the 17th consecutive year, and Fleet services staff recently received the Blue Seal of Excellence Award for the ninth consecutive year. The Department continues to monitor perimeter areas of the Village, and works closely with other communities, as well as the Department of Agriculture, as a proactive approach for addressing the likelihood of an Emerald Ash Borer infestation.

Productive Partnerships

Partnerships with the private sector provided enhanced municipal maintenance services, including restoration of utility excavations, sidewalk maintenance, street sweeping, pavement marking, streetlight pole replacements, street crack sealing, parkway tree trimming, grounds and janitorial maintenance at various locations throughout the Village. Contracted services were also utilized for assistance during major snowfall events. Working with the private sector gives the Village the capability to provide a wider range of cost effective services.

Snow and Ice Control Operations

This program provides for de-icing and plowing 157 miles of streets and 361 cul-de-sacs. Each Public Works employee supports operations. In 2008, the Department engaged in 46 separate snow plowing and de-icing operations. The Emergency

Operations Center at the Public Works Center was utilized to supervise all snow and ice control operations.

Facilities

In addition to providing routine maintenance and repairs for all public buildings, facilities personnel completed 2,305 service requests and equipment upgrades. Staff also participated in remodeling of Village Hall. To better serve the community and to promote environmental sustainability, staff participated in pre-construction planning and design for the new LEED-certified Fire Station and Police complex, which included the use of local renewable resources and energy-saving technologies.

Fleet Services

1,511 repair orders were generated for maintenance and repairs on 222 titled Village vehicles and equipment. Fleet Services staff performed 865 preventive maintenance inspections. The Automotive Service Excellence group awarded Fleet Services with the ASE Blue Seal of Excellence for the ninth consecutive year. The award recognizes the skill and expertise level of the mechanics through testing and certification process.

Forestry

The Tree City USA recognition by the National Arbor Day Foundation was award to the Village for the 17th time in 2008. The annual Branch Pickup Program was conducted in October generating 3,375 residential pickups and over 1,190 cubic yards of wood chips. 460 new parkway trees were planted in the fall of 2008 as part of the Village's annual tree replacement program.

The Department continued a proactive program in 2008 to monitor Village trees for signs of the Emerald Ash Borer (EAB) infestation. A major component of the Department's monitoring plan continues to be public education. Through informational brochures, articles in local papers, cable television and articles in the *Citizen* newsletter, residents were encouraged to inspect trees on their property and report suspicious circumstances to Public Works. Close communication was maintained with neighboring communities, the Illinois Department of Agriculture, and the State Forester's office to remain current with activities and information related to the EAB migration to the Northwest suburbs.

Traffic Operations

Traffic Operations maintains over 2,245 Village-owned streetlights. The unit has continued to reach its goal of repairing streetlights within



A member of Fleet Services shows the public equipment and vehicles the Village uses everyday during the 2008 Public Works Open House.

three business days of a reported Outage.

Other Department activities include: the change-out of seasonal decorative streetlight pole banners, pavement patching, pothole repairs, utility cuts, installation and maintenance of traffic control, and

Department of Public Works (continued)

street name signs to assist with orderly flow of vehicular traffic. 113,612 lineal feet of pavement lane markings were re-painted, and 1,072 total street miles were swept.

Water, Sanitary and Storm Sewer Maintenance Program

The Department maintains 232 miles of water main, 2,854 hydrants, four reservoirs, six water towers, two high-service pump stations and seven emergency standby wells. Responsibilities include managing the Village's water/distribution and sanitary sewer collection systems.

Staff ensures compliance with the Safe Drinking Water Act by managing programs such as weekly water sampling and lab testing, cross connection and backflow prevention, and flushing of fire hydrants.

The Department also engages in sanitary sewer system maintenance, which includes 18 lift station facilities and 179 miles of sewer main. Cleaning and videotaping of sewer main lines, repairs, and inspection of contractor work on private sanitary sewer service repairs were also performed.

Phase III of the Sanitary Sewer Rehabilitation Program engineering design was completed by an in-depth flow monitoring of sub-basins for further assessment of the system inflow and infiltration. Critical sanitary sewer repairs were made on Dennison Road, Thacker and Morton Streets by excavation. Seven major lift station pump repairs were completed. 5,719 feet of sewer main line were examined by closed circuit TV camera after flushing for maintenance. 20,586 feet of sewer main went through root cutting process for the restoration of flow capacity. Staff also completed an interior and exterior painting of the Aster Lane reservoir.

Public Works Service Delivery in 2008	
4,482	Residential customer service requests
6,042	JULIE locates for excavation work Of the notifications received, 4,312 required a field locate response; 372 were considered an emergency priority
67	Water distribution system repairs 44 leak repairs, 12 hydrant repairs and 5 b-box repairs
143,304	Lineal feet of sanitary sewers flushed out of a total system of 932,818 lineal feet
7	Actual number of main line sewer backups cleared
13	Major sanitary sewer lift station pump repairs
160	Water meters repaired or replaced
2,558	Water meter radio read devices installed in the Highlands, Highpoint Road and Barrington Square areas
3,993	Square feet of sidewalks/aprons replaced or repaired, due to water and sewer dig-up projects and annual concrete maintenance program
70	Lineal feet of curb poured due to water and sewer dig-up projects and annual concrete maintenance program
4,283	Lineal feet of sanitary sewer/storm sewer televised
2,808	Fire hydrants flushed to remove sediment from 228 miles of water main
93	Sanitary sewer replacement inspections
2,151	Lineal feet of storm sewer flushed
45	B-Box inspections, repairs/replacements
8	Hydrants replaced
626	Hydrants painted
502	Traffic-control devices/signs replaced
83	New traffic-control devices/signs installed as a result of new ordinances and/or Transportation Division requests
152,502	Lineal feet of street crack sealing completed
68	Banners and/or signs designed and fabricated for Village events
649	Service requests for streetlight repairs completed
51	Driveway locations were repaired by Public Works as part of the 2008 Street Revitalization Project
3,375	Residential pickups from the annual Branch Pick-up Program increased by 6% in 2008 1,195 cubic yards of woodchips were generated; An additional 366 holiday trees were also chipped
803	Requests for parkway tree maintenance, inspection, storm damage and fertilization. 101 parkway trees required removal, due to storm damage, decline or disease.
460	New parkway trees planted
3,000	Parkway trees trimmed (2,400 by contractor, 600 by in-house crews)

Village Clerk, Boards & Commissions

Village Clerk

The Village Clerk acts as custodian of the Village seal and official keeper of the permanent records for the Village of Hoffman Estates.

The responsibilities of the Village Clerk are numerous and are defined by the state and local statutes. These include record keeping; indexing; transcribing Village Board minutes; acting as deputy voter registrar for the Cook County Clerk; recording all plats, liens, property exemptions, tax levies, and the annual budget and various other documents with the Counties of Cook and Kane; publishing bid notices and assisting over bid openings; publication and indexing all ordinances passed by the Village Board; licensing all businesses, including contractors and home occupations; providing new residents with Welcome Packets; and receives and complies with all Freedom of Information requests, receives copies of appropriate Statements of Economic Interest.

In 2008, the Village Clerk's office processed a total of 2,994 pet licenses in cooperation with the Finance Department, and registered 447 new voters. Cook County held early voting in 2008. More than 3,476 registered voters took advantage of the process and utilized early voting in the November election.

As a designated agent by the U.S. Department of State for passport services for the Village of Hoffman Estates, the Clerk's office processed 546 passport applications in 2008, and earned \$13,650 for the General Fund.

As keeper of the records, the Village Clerk was responsible for 36 resolutions, 73 ordinances, the filing of more than 20 documents with the Cook County Clerk's office and a total of 28 sets of minutes, 25 from regular Board meetings and 3 from special Village Board meetings, as

well as 15 sets of minutes for Executive Sessions.

The Village Clerk issued approximately 2,110 business licenses, including retail, general contractors, home occupations, and general premises. The Clerk's office mailed 861 Welcome Packets to new residents in 2008.

The Clerk's office is also responsible for providing updates on the monthly meeting calendar and appropriately posting all meeting notices and agenda. Finally, the Village Clerk's office was responsible for publishing 33 bid notices or public projects in 2008 and attending each opening.

The Village Clerk is also chairperson to the Hoffman Estates Celebrations and 50th Anniversary Commissions.

Boards & Commissions

Approximately 300 volunteers serve on the Village's 35 volunteer boards and commissions, which provide services to the Village such as plan reviews, zoning appeals, cultural celebrations, the Fourth of July Festival, youth services, emergency and disaster assistance, fellowship events for seniors and much more. The volunteer boards and commissions serve in an advisory position to the Village President and Board of Trustees.

Members of the Village's boards and commissions live or work in Hoffman Estates, submit applications to serve on a commission and are appointed to serve on the commission.

Each volunteer board or commission is overseen by one of the Village's six Standing Committees.

Volunteer Boards & Commissions
<ul style="list-style-type: none"> • Arts Commission • Barrington Road Interchange Task Force • Barrington Square Mall Land Use Committee • Capital Improvements Board • Celebrations Commission • Children's Memorial Commission • Commission for Disabled Seniors • Commission for Senior Citizens • Comprehensive Plan Advisory • Cultural Awareness Commission • Economic Development Commission • Electrical Commission • EMA • Emerging Technology Advisory Commission • Environmental Commission • Fire and Police Commission • Fiftieth Anniversary Commission • Firefighters Pension Board • Fourth of July Commission • Green Initiatives Commission • Historical Sites Commission • Local Historian • Plan Commission • Police Pension Board • Public Building Improvement Committee • Road Improvement Impact Fee Traffic Advisory Commission • Roselle Road Business District Committee • Sign Code Advisory Committee • Sister Cities Commission • Stormwater Management • Utility Commission • Veterans Memorial Commission • Western Area Services Development Committee • Youth Commission • Zoning Board of Appeals

Community Information

Demographic and Community Data

Founded: 1959

Population: 52,520
(2003 Special Census)

Land Area: 22.1 square miles

Households: 17,387
(2000 Decennial Census)

Persons per Household: 2.89
(2000 Decennial Census)

Median Age: 33.6
(2000 Decennial Census)

Per Capita Income: \$26,669
(2000 Decennial Census)

Median Household Income: \$65,937
(2000 Decennial Census)

Median Housing Value: \$181,700
(2000 Decennial Census)

Population Density: 2,250 persons
per square mile
(2000 Decennial Census)

Lodging: 8 hotels; 1,000 rooms

Restaurants: 75 restaurants in the Village, featuring varied cuisine.

Transportation

Roadways

- Interstate 90 (Jane Addams Memorial Tollway)
- 6 state highways with regional significance
- 11 county highways with regional significance

Commuter Rail

- Nearby Springinsguth Road Metra Rail Station (Schaumburg)
- Nearby Northwest Highway Metra Rail Station (Palatine)

Chicagoland Airports

- O'Hare International Airport
- Midway International Airport
- Schaumburg Regional Airport
- DuPage Regional Airport
- Chicago Executive Airport

Top Area Employers

- Sears Holdings Corp.
- AT&T
- St. Alexius Medical Center
- Siemens Medical Systems
- GE Capital Services
- Automatic Data Processing
- Claire's Accessories
- Bosch Rexroth Corp.
- FANUC America
- Givaudan
- Career Education Corp.

Education

- 11 elementary schools
- 1 junior high school
- 2 high schools
- 1 special education school
- Nearby William Rainey Harper College
- Northern Illinois University satellite campus

Recreation

- 3 golf courses
- 30 playground areas
- 23 baseball/softball fields
- 14 outdoor tennis courts
- 585 acres of parks and recreation



The annual Fourth of July Festival is just one of the many events and activities planned throughout the year by the Village of Hoffman Estates committees.

Village Contact Information

Elected Officials

William D. McLeod, Village President 847-781-2604 bill.mcleod@hoffmanestates.org	Karen V. Mills, Trustee 847-781-2685 karen.mills@hoffmanestates.org
Cary J. Collins, Trustee 847-781-2683 cary.collins@hoffmanestates.org	Anna Newell, Trustee 847-781-2684 anna.newell@hoffmanestates.org
Jacquelyn “Jackie” Green, Trustee 847-781-2681 jackie.green@hoffmanestates.org	Gary Pilafas, Trustee 847-781-2680 gary.pilafas@hoffmanestates.org
Raymond M. Kincaid, Trustee 847-781-2682 ray.kincaid@hoffmanestates.org	Bev Romanoff, Village Clerk 847-781-2628 bev.romanoff@hoffmanestates.org

Department Directors

James H. Norris Village Manager 847-781-2601 jim.norris@hoffmanestates.org	Daniel P. O’Malley Deputy Village Manager 847-781-2602 dan.o’malley@hoffmanestates.org
Arthur L. Janura, Jr. Corporation Counsel 847-781-2603 aljanura@arnstein.com	Mark Koplin Assistant Village Manager— Development Services 847-781-2661 mark.koplin@hoffmanestates.org
Michael DuCharme Director of Finance 847-843-4801 michael.ducharme@hoffmanestates.org	Robert Gorvett Fire Chief 847-843-4827 robert.gorvett@hoffmanestates.org
Algean Garner Director of Health & Human Services 847-781-4851 algean.garner@hoffmanestates.org	Patrick Seger Director of Human Resources Management 847-781-2691 patrick.seger@hoffmanestates.org
Gordon Eaken Director of Information Systems 847-781-4871 gordon.eaken@hoffmanestates.org	Clinton Herdegen Police Chief 847-781-2801 clint.herdegen@hoffmanestates.org
Kenneth Hari Director of Public Works 847-781-2701 ken.hari@hoffmanestates.org	

Addendum

Village Board and Standing Committee Meetings

Village Board meetings are held on the first and third Monday of each month at 8:00 p.m. in the Village Hall Council Chambers, unless otherwise noted.

The Transportation and Road Improvement; Planning, Building and Zoning, and General Administration and Personnel Committees meet on the second Monday of each month at 7:30 p.m. in the Village Hall Council Chambers, unless otherwise noted.

The Public Health and Safety; Finance; and Public Works and Utilities Committees meet on the fourth Monday of each month at 7:30 p.m. in the Village Hall Council Chambers, unless otherwise noted.

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call 847-781-2624. All telephones are V/TTY. The switchboard is open weekdays from 8:30 a.m. until 5:00 p.m.

Municipal Facilities

Village Hall

1900 Hassell Road
Hoffman Estates, IL 60169
Phone: 847-882-9100

Police Department—

Bruce C. Lind Complex

1200 Gannon Drive
Hoffman Estates, IL 60169
Emergency: 911
Non-Emergency: 847-882-1818

Public Works Center

2305 Pembroke Avenue
Hoffman Estates, IL 60169
Phone: 847-490-6800

Fire Department Administration

1900 Hassell Road
Hoffman Estates, IL 60169
Emergency: 911
Non-Emergency: 847-843-4825

Fire Station 21—

Carl W. Selke Station

225 Flagstaff Lane
Hoffman Estates, IL 60169
Emergency: 911

Fire Station 22—

Michael J. O'Malley Station

1700 Moonlake Boulevard
Hoffman Estates, IL 60169
Emergency: 911

Fire Station 23—

Richard G. Cordova Station

1300 Westbury Drive
Hoffman Estates, IL 60192
Emergency: 911

Fire Station 24—

Jerome Denowski Station

2601 Pratum Drive
Hoffman Estates, IL 60192
Emergency: 911



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