

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
October 10, 2016

Immediately Following the Transportation & Road Improvement Committee

Members:	Karen Mills, Chairperson	Anna Newell, Trustee
	Gayle Vandenberg, Vice Chairperson	Gary Pilafas, Trustee
	Gary Stanton, Trustee	Michael Gaeta, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - September 12, 2016

NEW BUSINESS

1. Consideration of participation in Next Level Northwest: A Regional Business Accelerator Partnership.
2. Request acceptance of Department of Development Services monthly report for Planning Division.
3. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

1. Request direction on the final disposition of the Bergman Farmhouse located on the north side of Algonquin Road, west of Ela Road.

VI. Adjournment

PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES

September 12, 2016

I. Voice

Members in Attendance:

**Karen Mills, Chairperson
Gayle Vandenberg, Vice Chairperson
Gary Stanton, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Michael Gaeta, Trustee
William D. McLeod, Village President**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Arthur Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Mark Koplun, Asst. Village Mgr., Dev. Services
Mike Hankey, Director of Transportation
Peter Gugliotta, Director of Planning
Jeff Jorian, Fire Chief
Alan Wenderski, Dir. Of Engineering
Ted Bos, Police Chief
Monica Saavedra, Director of HHS
Rachel Musiala, Director of Finance
Fred Besenhoffer, Director of IS
Ashley Monroe, Asst. to Village Manager
Bev Romanoff, Village Clerk
Joe Nebel, Director of Public Works
Patricia Cross, Asst. Corporation Counsel
Jordan Lester, Administration Intern
Bruce Anderson, CATV Coordinator**

Other Attendees: Eric Peterson, Daily Herald, Pat Barch, Resident, Greg Collins, MI Homes

The Planning, Building & Zoning Committee meeting was called to order at 7:00 p.m.

II. Approval of Minutes – August 1, 2016

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve the Planning, Building and Zoning Committee meeting minutes of August 1, 2016. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS**1. Request direction on the final disposition of the Bergman Farmhouse located on the north side of Algonquin Road, west of Ela Road.**

An item summary sheet was presented by Mr. Gugliotta to the Committee.

Mr. Gugliotta provided background on the Bergman Pointe Subdivision and the status of the Bergman farmhouse. Mr. Gugliotta confirmed MI Homes still owns the farmhouse. He indicated staff, based on lack of feasible funding solutions, recommended demolition.

Trustee Mills and Trustee Stanton inquired about preservation of historical materials inside the home. Mr. Gugliotta commented on the options available to preserve them. Ms. Barch indicated the Sunderlage Farmhouse could not use the items at this time.

Trustee Pilafas expressed concerns about the preservation exploration process. Mr. Norris and Mr. Janura provided background on the proposals received and the process of arriving at the staff's conclusion.

Mayor McLeod concurred with Trustee Pilafas regarding concerns about the future of the farmhouse. Mr. Collins, MI Homes, provided comments on MI Homes position.

Trustee Pilafas stated there was a party still interested in preserving the home. Mr. Norris indicated staff would accommodate meetings with the interested party.

Trustee Mills asked Mr. Norris to confirm someone from staff would be included in meetings with MI Homes and possible investors of the farmhouse. Mr. Norris confirmed they would be.

Motion by Trustee Pilafas seconded by Mayor McLeod to defer this item to November. Voice vote taken. All ayes. Motion carried.

2. Request acceptance of Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Planning Division. Voice vote taken. All ayes. Motion carried.

3. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.

The Department of Development Services monthly report for Code Enforcement Division was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Code Enforcement Division. Voice vote taken. All ayes. Motion carried.

4. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to accept the Department of Development Services monthly report for Economic Development and Tourism. Voice vote taken. All ayes. Motion carried.

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

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to adjourn the meeting at 7:34 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Jennifer Djordjevic, Director of Operations and Outreach, Office of the Mayor and Board

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Consideration of participation in Next Level Northwest: A Regional Business Accelerator Partnership

MEETING DATE: October 10, 2016

COMMITTEE: Planning, Building and Zoning

FROM: Jim Norris/Kevin Kramer ^{JK}

REQUEST: Consideration of participation in Next Level Northwest: A Regional Business Accelerator Partnership.

BACKGROUND: Throughout 2016, staff attended meetings with other northwest suburban communities to explore the idea of forming a regional plan for business growth within the northwest suburbs to assist Stage 2 companies to grow, thrive, and expand. Stage 2 companies are businesses who have demonstrated that they are a workable business entity typically being profitable enough to stay in business but they may not have the business acumen and/or intellectual resources to grow the business to the next level.

Staff has met several times with other representatives of Arlington Heights, Buffalo Grove, Elk Grove Village, Hanover Park, Mount Prospect, Rolling Meadows, and Schaumburg, to discuss what this collaborative might look like. While some of the final details are being worked out, the name of the organization is Next Level Northwest with a mission to accelerative business growth in the northwest suburbs, sustain the economic prosperity of the region, and compete within the Chicago metropolitan area by taking Stage 2 businesses to the next level of performance. Next Level Northwest will be an independent not-for-profit (501c3) public/private business acceleration partnership that serves multiple communities.

The organization is asking for a three year, \$15,000 commitment, with another \$5,000 to form the non-profit that will run the program, from each municipality as seed money. After three years, the group would be fully funded by private donations. The Village has traditionally supported regional efforts like this where a big picture collaborative is more successful than each individual community doing their own initiative. Most recently, the Village co-founded and sponsors the Golden Corridor Advanced Manufacturing Partnership (GCAMP), a workforce development effort in conjunction with the Villages of Elk Grove and Schaumburg, to change the perception of manufacturing and promote manufacturing as a viable career to students from middle school through college.

DISCUSSION:

The group is looking to move forward on their articles of incorporation and non-profit status, but would like initial commitment from communities first. See the attached executive overview for more details of the potential partnership.

Staff will present a brief PowerPoint at the Committee meeting.

RECOMMENDATION:

Consideration of participation in Next Level Northwest: A Regional Business Accelerator Partnership.

Attachment

EXECUTIVE OVERVIEW

Next Level Northwest: A Regional Business Acceleration Public-Private Partnership

Situation

Illinois is losing its competitive edge:

- Neighboring states gain jobs while IL has negative growth. The State and County tax burdens are onerous, creating negative population growth (-1.7%) and contributing to the exodus.
- IL ranks last in the Midwest for job recovery
- At 3.3%, outbound population migration is three times the regional average

Municipalities cannot depend on the State of Illinois or Cook County to lead economic development efforts.

- The State has not made the paradigm shift to adopt and embrace business growth.
- Government needs to shift from incentive-based business recruitment **to nurturing grass-roots growth, supporting entrepreneurs, and investing in infrastructure and innovation.**

Municipalities must be **proactive, collaborative, and innovative** to secure and grow the regional business base as well the prosperity of each community. **The missing ingredient is the coordination of resources for the acceleration of business growth.**

Opportunity

Next Level Northwest (NLNW) will be an **independent not-for-profit (501c3) public/private business acceleration partnership** that serves multiple communities.

- NLNW will be a powerful tool in the local economic development tool box;
- Communities that embrace NLNW will be able to tell business leaders "I can help you grow your business."
- NLNW will provide a coordinated, integrated approach to help business leaders build and grow their companies.

Mission, Scope, and Strategic Goals

Mission: *Accelerate business growth and sustain the economic prosperity of participating municipalities and the region as a whole by taking Stage 2 businesses to the next level of performance.*

Scope:

- NLNW will operate in the eight founding communities: **Arlington Heights, Buffalo Grove, Elk Grove Village, Hanover Park, Hoffman Estates, Mount Prospect, Rolling Meadows, and Schaumburg.**
- NLNW's service area spans northern Cook and DuPage counties and southern Lake County, serving a potential business base of over 20,000 companies that impact nearly 400,000 residents.

Strategic Goals:

- Accelerate business growth;
- Create value added jobs
- **Distinguish the region as a world-class business community** that attracts more businesses, customers, and suppliers.

Public-Private Partnership

Local governments will provide seed funding for the partnership, and business partners will sustain through sponsorships, donations in kind, and private contributions.

Municipal Investment is initial \$5,000 seed funding to support incorporation along with a \$15,000 per year commitment for three years (\$50,000 total for each community). **Private industry contributions and fundraising** are targeted to raise \$500K to \$1M annually for regional business growth.

Next Level Northwest Executive Overview

The Benefits of Next Level Northwest

- Easy access to critical, available resources and capabilities that support greater innovation, effectiveness, and operational efficiencies;
- Connect and foster relationships among all stakeholders within the region and beyond;
- A unique community of practitioners, coaches, and peer mentors through which all participants apply critical thinking, gain new knowledge, and cultivate innovations that drive higher economic returns; and
- A cohesive, comprehensive approach to ongoing business and leadership development unparalleled within the State of Illinois and not available in any existing venue.

Innovative, Dynamic, Relevant, and Timely

What Business Leaders Need. Leaders of small to mid-size businesses need three critical elements to grow their companies: ***Support, Wisdom, and Ongoing Development.***

They also need ***a system that integrates and provides these services in a relevant, timely manner to optimize the one resource business leaders can never replace: TIME.***

NLNW helps leaders:

- Solve systemic issues and overcome barriers to growth (Phase 1: Accelerator Engagement) and
- Increasing flexibility in adapting to change and driving innovation (Phase 2: Ongoing Development).

	What Exists	What They Deliver	Challenges	How NLNW Delivers Greater Value
Support	Small Business Development Centers	Business Plan Development Advisory Services	<ul style="list-style-type: none"> • Future of SBDCs threatened by loss of State funding 	<ul style="list-style-type: none"> • Build on SBDC preparatory work • <i>Phase 1 (Active Engagement)</i> includes <i>formal application</i> and <i>competitive selection processes</i>; Candidate companies <i>obtain up to \$7500 grant for immediate Coaching help</i>
Wisdom	SCORE	Advise on variety of issues	<ul style="list-style-type: none"> • Not located evenly throughout region • User selected topics • No formal assessment 	<ul style="list-style-type: none"> • <i>Phase 2 (Ongoing Development)</i> begins with Formal mentorship agreement after completing Action Plan with assigned coach and reporting results to Panel • Leaders commit to excellence and engage with organizational leadership programs to set right culture
Ongoing Development	Chambers of Commerce; Business Leader Groups	Programs and events directed to member needs	<ul style="list-style-type: none"> • User selected and driven selections • Focus/emphasis on organization's members • Wide variance in program topics 	<p><i>Leaders continue Phase 2 by:</i></p> <ul style="list-style-type: none"> • Engaging Best Practices • Engaging Discussion Partners • Education programs consistent with needs assessment • Community-based Affinity Groups to support peer-to-peer learning and mentorship • Network across Region

Next Level Northwest Executive Overview

Outcomes and Success Measures

Sustainable Competitive Edge and Business Growth are attainable outcomes through the following metrics and targets to which clients and community partners are held accountable:

Stakeholder	Metric	Target	Reported
Individual Businesses	Increased Revenues	Increase annual revenues 10-20%	Quarterly
	Innovations	Changes in products and processes yield at least 200% ROI	Quarterly
Partner Communities	Increased Head Count	Increase jobs 15-25%	Quarterly
	# Businesses Helped	At least 20 companies in each community get NLNW aid over first three years	Quarterly
	# of New Businesses	Attract at least 10 new businesses to each community because of innovation support system	Quarterly

Potential Economic Impact

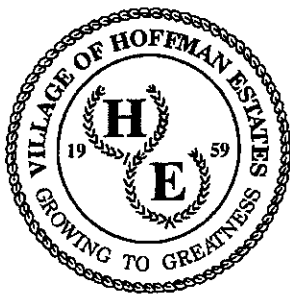
The number of pitch nights within each community will be determined by the level of support from private industry leaders through corporate sponsorships, donations in kind, and private contributions through fundraising. Many mutual gains can be achieved through collaborative designs such as those delineated within NLNW's detailed Value Chain. In gross numbers:

	# of Pitch Nights per year	# Pitches Scheduled <u>Each Session</u>	# of Potential Pitches per year	# of Companies Selected
By Community	4-5	3 - 4	12-20	8-14
		Approximately three prospects for each applicant	Approx. 67% conversion of Applicants to Candidates	90% Conversion rate from Candidates to Clients; \$2500 investment in each Candidate for Discovery; \$5000 balance for Executing Action Plan
By Region (8 communities)	32-40	3-4 Sessions per month	96-120 pitches across region	80- 110 companies across the region
		No pitches in July or December because of business vacation and holiday schedules	Partner investment of \$1500 per Client company in each community	Minimum of \$600,00 to \$840,000 required per year to support this number of companies; Balance of \$480,000 to \$720,000 to be raised from private industry

Business Accelerators: A Proven Proposition within Northeastern Illinois

The Fox Valley Entrepreneurship Center (FVEC) established in 2010, has helped about 70 companies improve performance through its accelerator. FVEC conducts pitch nights five times a year through which two to three companies are selected each time for coaching help. FVEC's geographic coverage spans the Fox Valley and extends north-south from Elgin to Aurora and east-west from Naperville to DeKalb. FVEC is funded through several grants, private donations, and annual, targeted fundraising events.

NLNW differs from FVEC in several ways: (a) NLNW's unique regional collaborative partnership, (b) the breadth and number of targeted businesses within each community and throughout the region, (c) the geographic area served by NLNW, and (d) the depth and breadth of the Phase 2 program for ongoing development of leaders and their businesses.



**VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF DEVELOPMENT SERVICES
PLANNING DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE
BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement**

PG

October 2016

PLANNING AND ZONING COMMISSION MEETINGS

September 21, 2016 Meeting

- Dunkin' Donuts/Baskin Robbins, Huntington Plaza – concept plan for new outlet (**Approved**)
- Barrington Square Animal Hospital – Site Plan and plat for building addition and parking (**Approved**)
- 510 Frederick Lane – Corner Fence Variation (**Approved**)

October 5, 2016 Meeting

- Meeting cancelled due to a lack of agenda items.

October 19, 2016 Upcoming Meeting

- 1652 Pondview Dr. (Single Family Home – Devonshire Woods)
- 1473 Glen Lake Rd – Special Use Permit for a Dog Daycare (new owners)

November 2, 2016 Upcoming Meeting

- No petitioners scheduled at this time.

CURRENT ACTIVE PROJECT REVIEWS

- 2354 - 2360 Hassell Rd. Offices – Site Plan amendment for retail uses sidewalks, landscaping and other site changes
- 1300 Higgins Road (former gas station) – Site plan for auto repair use (remanded back to PZC)
- Dunkin' Donuts/Baskin Robbins, Huntington Plaza – Final Plat of Subdivision & Site Plan for new outlet building
- Barrington Square Town Center/Blackberry Falls II Offices– Master Sign Plan amendment
- Amber Meadows Subdivision (former Beacon Pt. II) – Site plan and subdivision for single family detached homes
- Level 10, 2495 Pembroke – site plan amendment for parking lot expansion
- Plum Farms, North side of Higgins Rd. at Old Sutton Rd. – Annexation, Amendments to Agreements, text amendments, zoning, concept site plan for mixed use development
- Hoffman Plaza – Site plan amendment for façade changes, new tenants, and other improvements
- 75/85 Golf Road – Plat of Resubdivision
- Enclave Apartments, Salem/Bode – Site Plan amendment for new clubhouse
- Greenspoint Office Park – Master Sign Plan amendment
- Poplar Commons Shopping Center – site plan for building and site improvements
- St. Alexius Hospital (Amita Health) – Master Sign Plan amendment

POTENTIAL UPCOMING PROJECTS

- 1745 N. Barrington (Former TGI Friday's) – site plan amendment for new restaurant
- 1295 W Sturbridge – Corner Fence Variation
- Webster Dental, 1475 Glen Lake – site plan for expansion
- Aldi, 375 W Higgins Rd. – Site plan amendment for building expansion and site changes
- BMO Harris, 1680 Algonquin Rd – Site plan amendment for building addition for sprinkler room
- Cabela's – Plat and site plan to create new outlet for a hotel
- Former Hoffman Lanes Bowling – site plan for new gas station
- Fountain Crossing Outlot – site plan for private school/daycare
- Prairie Crossing Retail Center, Hoffman Boulevard – site plan for new restaurant building
- 675 W Golf Rd – site plan amendment and special use permit for resale shop

GENERAL ACTIVITIES

- Peter Gugliotta and Dan Ritter attended the American Planning Association Illinois State Conference in Chicago from September 28-30.
- Four Zoning Letters were prepared during the month of September.

Site Plan Review Process	This Month		This Quarter		Year to Date	
Number of administrative site plan cases completed	0	0% completed	3	50% completed	11	69% completed
Number of PZC site plan cases completed	1	administratively	3	administratively	5	administratively
Annual goal is to complete at least 65% of site plan cases through administrative review process						

Site Plan Review Timing	This Month		This Quarter		Year to Date	
Number of cases processed within 105 days	1	100% completed	6	100% completed	16	100% completed
		within 105 days			within 105 days	
Annual goal is to complete 100% of cases within 105 days						

Coordinating Planning & Code Efforts	This Month	This Quarter	Year to Date	Year Target
Number of staff coordination meetings held	4	12	37	48

Economic Development Information Items	This Month	This Quarter	Year to Date	Year Target
Number of visithoffman.com listings updated	3	12	31	100% updated within 5 days
Average number of Village signs in rotation on electronic Tollway sign	3	3	3	100% of time at least 2 signs in rotation
New digital signs produced for Tollway sign	1	7	12	6

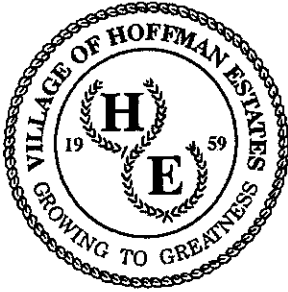
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

- The Village entered Program Year 2016-17 on October 1st with an annual allocation of \$247,693 from HUD.
- Road reconstruction work on Apache Lane continued in September, and completion is expected in October. Approximately \$220,000 of the project cost will be drawn from Program Year 2015-16 CDBG funds.
- Northwest Housing Partnership (NWHP) submitted one single family rehabilitation (SFR) loan application for Village review.
- Staff participated in a working meeting with HUD and six other Cook County communities that also receive CDBG funds in order to collaborate on best practices for subrecipient management.

This information is for the fourth quarter of the CDBG program year which runs through September 30, 2016.

CDBG Expenditures and Reporting Ratio	This Month	This Quarter	Year to Date	Current Reporting Ratio
	\$0	\$23,734.71	\$76,450.07	1.41
"Current Reporting Ratio" equals ratio of unspent funds to total allocated funds in program year. Permitted to hold up to 1.5 of yearly allocation.				

Housing Program Goals	This Month	This Quarter	Year to Date	Year Target
Rehabilitation Projects completed	0	1	2	5
Housing & related issues education pieces released	1	3	3	5



**VILLAGE OF HOFFMAN ESTATES
DEPARTMENT OF DEVELOPMENT SERVICES
CODE ENFORCEMENT DIVISION MONTHLY REPORT**

**SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE
BY: Peter Gugliotta, Director of Planning, Building and Code Enforcement**

October 2016 *PG*

GENERAL ACTIVITIES

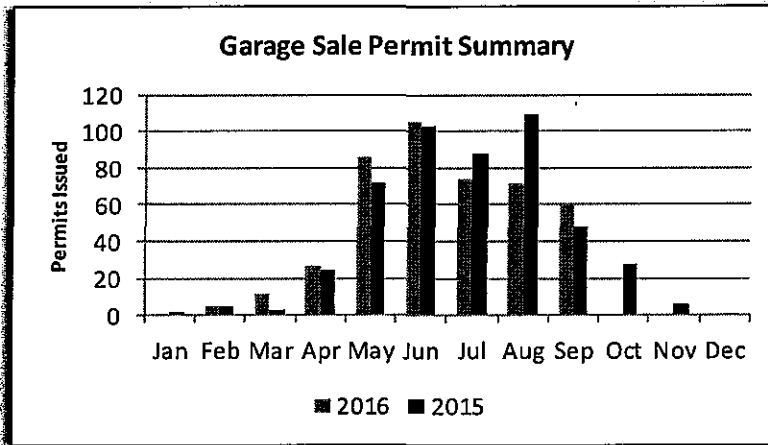
- On September 10, 2016, David Banaszynski inspected several events including Platzkonzert.
- On September 14, 2016, David Banaszynski, Tony Knuth and Alex Zaborowski attended a quarterly IACE meeting in Elgin.
- Code Enforcement processed a total of 63 Freedom of Information Act requests related to building and code issues during the month of September.
- Staff has been participating in meetings with the Fire Department on enhancements to the annual fire inspection program.

RENTAL HOUSING LICENSE AND INSPECTION PROGRAM

- There are currently 2,191 rental properties registered (including those who have not yet renewed).
- There remain 2 non-renewed rental properties, both of which are in the court process at this point.
- Coordination continues with the building permit process and with Finance staff on collections work.
- Staff continues to identify and pursue registration with rental owners who have not yet registered their properties. Citations have been issued to confirmed unregistered rental owners who have received notices from the Village but not yet complied.

Garage Sales

Year	2016	2015
Jan	1	2
Feb	5	5
Mar	12	3
Apr	27	25
May	86	72
Jun	105	103
Jul	74	88
Aug	72	109
Sep	61	48
Oct	0	28
Nov	0	6
Dec	0	1
Total	443	490

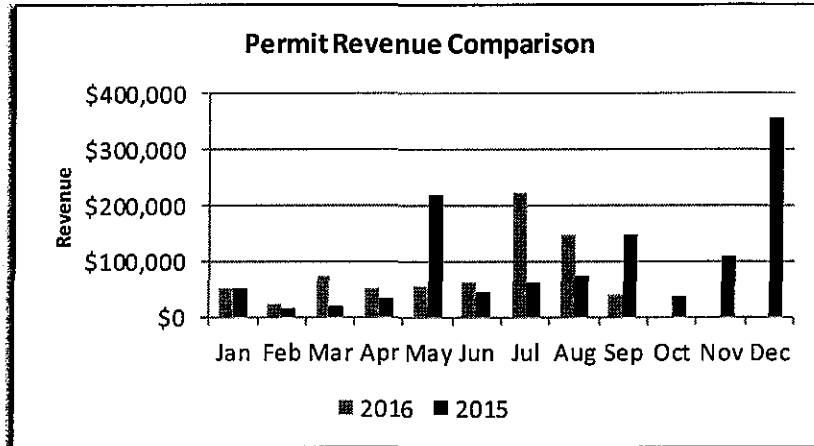


2016 Building and Fire Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016 YTD	2015 Total
Building Permits														
Commercial Remodeling	6	7	8	8	4	13	7	10	4	0	0	0	67	76
Community Residence	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Demolition	0	1	1	0	0	2	1	0	1	0	0	0	6	6
Driveways	0	0	9	29	49	38	33	43	27	0	0	0	228	303
Electrical	5	2	1	2	2	5	5	1	5	0	0	0	28	60
Fences	4	2	19	31	35	35	21	19	16	0	0	0	182	171
Mechanical	14	11	9	20	12	36	15	27	20	0	0	0	164	237
Miscellaneous Permits	25	32	40	44	46	81	44	60	48	0	0	0	420	466
Multi-Family Remodeling	6	2	1	6	2	6	6	5	6	0	0	0	40	58
New Commercial	0	0	1	1	0	19	1	0	0	0	0	0	22	11
Plumbing	15	23	21	25	20	22	21	13	15	0	0	0	175	261
Pools	0	0	0	1	1	2	3	1	1	0	0	0	9	5
Residential Decks & Patios	3	1	9	20	27	14	30	19	19	0	0	0	142	157
Residential Garages	0	0	1	0	0	0	0	1	0	0	0	0	2	2
Residential Remodeling	10	11	16	12	13	15	16	25	18	0	0	0	136	189
Residential Sheds	1	0	1	3	7	8	7	4	4	0	0	0	35	39
Roofs/Siding	7	18	63	123	94	92	56	73	55	0	0	0	581	738
Signs	2	11	13	8	8	7	5	11	11	0	0	0	76	104
New Single Family Residences	4	0	4	3	4	0	4	2	3	0	0	0	24	28
Fire Permits														
Automatic Fire Alarms	1	3	6	6	6	3	2	12	4	0	0	0	43	47
Fuel Storage Tanks	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Hood & Duct	1	0	3	3	5	0	5	5	0	0	0	0	22	8
Automatic Sprinklers	8	4	13	7	7	6	28	7	5	0	0	0	85	56
Lock Boxes	3	0	0	1	2	2	1	2	2	0	0	0	13	11
Other	0	1	4	1	0	0	1	1	3	0	0	0	11	11
2016 Total	115	129	243	354	344	406	312	341	267	0	0	0	2511	
2015 Total	94	90	132	286	309	345	365	348	303	350	234	188		3044

Permit Revenue

Year	2016	2015
Jan	\$52,612	\$52,379
Feb	\$24,022	\$15,057
Mar	\$74,073	\$17,389
Apr	\$51,063	\$34,157
May	\$54,167	\$221,124
Jun	\$60,943	\$43,889
Jul	\$223,428	\$61,332
Aug	\$149,227	\$73,628
Sep	\$39,820	\$149,195
Oct	\$0	\$36,081
Nov	\$0	\$107,498
Dec	\$0	\$357,236
Total	\$729,355	\$1,168,965



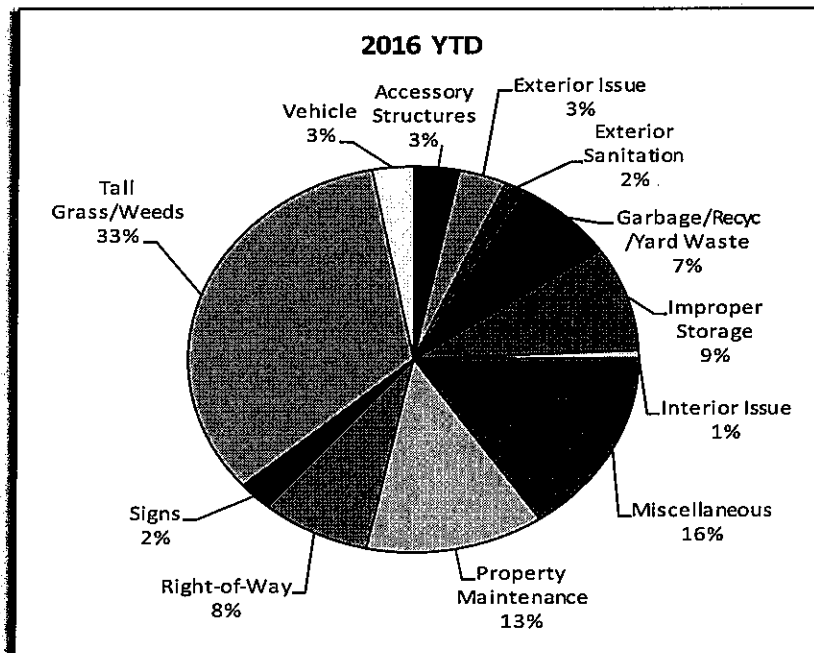
2016 Budget: \$600,000

Total Revenue includes building permits, fire permits and Temporary Certificates of Occupancy.

Building Permit Processing Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	97%	97%	97%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	97%	95%	95%	95% within 10 days
Percentage of final permits processed within 48 hours of plan approval	98%	97%	97%	90% within 48 hours

2016 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2016 YTD	2015 Total
Accessory Structures	1	5	7	8	10	4	3	4	2	0	0	0	44	31
Exterior Issue	4	5	2	5	4	1	2	11	12	0	0	0	46	55
Exterior Sanitation	0	1	0	1	6	1	3	6	4	0	0	0	22	18
Garbage/Recyc/Yard Waste	16	4	12	14	5	13	4	13	15	0	0	0	96	131
Improper Storage	1	9	6	9	14	14	16	30	20	0	0	0	119	141
Interior Issue	3	0	2	1	0	2	0	1	0	0	0	0	9	23
Miscellaneous	26	20	8	14	21	26	36	23	36	0	0	0	210	627
Property Maintenance	9	11	15	21	29	29	18	22	19	0	0	0	173	129
Right-of-Way	3	0	3	2	6	28	12	33	19	0	0	0	106	54
Signs	3	5	1	8	8	5	1	0	2	0	0	0	33	40
Tall Grass/Weeds	0	0	0	8	149	119	54	65	54	0	0	0	449	327
Vehicle	1	3	4	1	6	8	4	7	7	0	0	0	41	36
2016 Total	67	63	60	92	258	250	153	215	190	0	0	0	1348	
2015 Total	157	105	58	76	202	271	245	193	78	103	60	64		1612



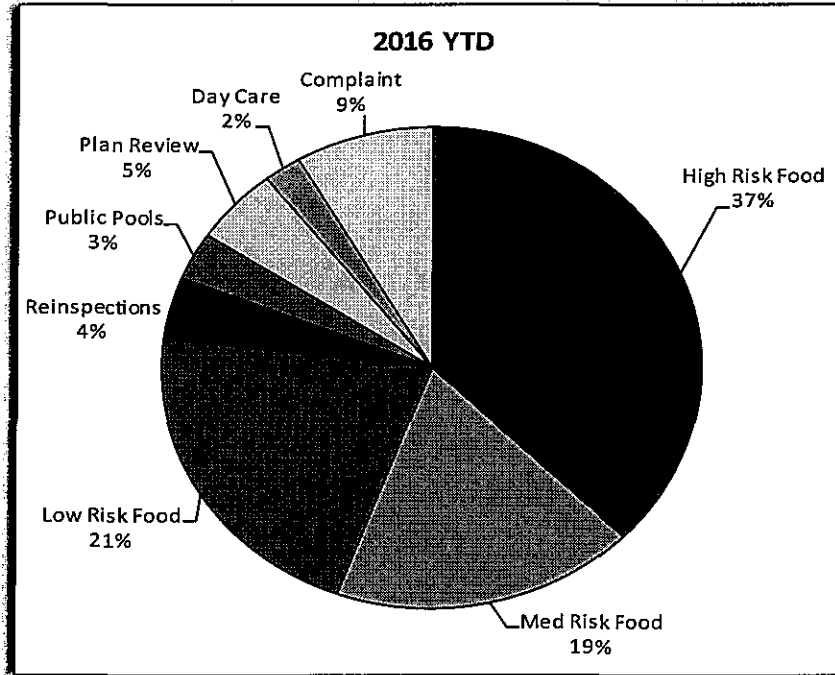
2016 Citations Issued

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
223	182	91	226	93	167	318	89	198	0	0	0	1587

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	95%	94%	94%	95% within 24 hr. notice

2016 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	21	50	1	6	39	36	3	4	37	0	0	0	197
Med Risk Food	23	2	34	30	2	2	0	1	3	0	0	0	97
Low Risk Food	4	4	1	3	1	3	43	51	2	0	0	0	112
Reinspections	1	4	3	1	2	4	1	4	2	0	0	0	22
Public Pools	0	0	0	0	14	1	1	1	0	0	0	0	17
Plan Review	6	4	3	2	2	4	1	2	3	0	0	0	27
Day Care	0	1	0	0	0	0	5	6	0	0	0	0	12
Complaint	5	11	3	4	6	2	2	7	4	0	0	0	44
Total	60	76	45	46	66	52	56	76	51	0	0	0	528

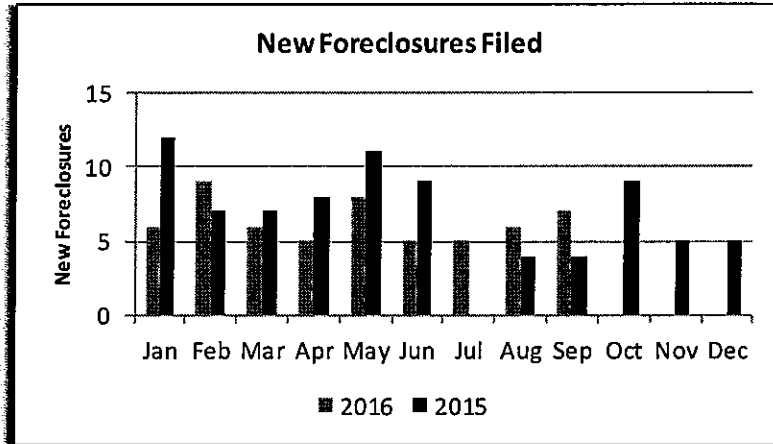


Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility. There are approximately 265 facilities that require a total of approximately 470 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

Inspection Services Performance	This Month	This Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	8.9%	30.6%	86.4%	100% of total

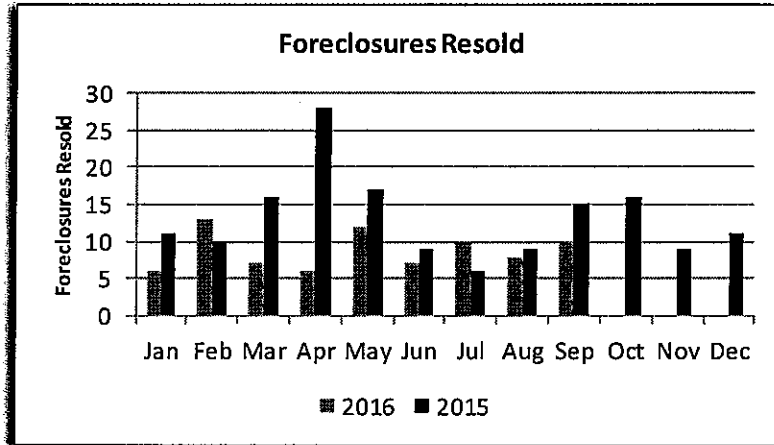
New Foreclosures Filed

Year	2016	2015
Jan	6	12
Feb	9	7
Mar	6	7
Apr	5	8
May	8	11
Jun	5	9
Jul	5	0
Aug	6	4
Sep	7	4
Oct	0	9
Nov	0	5
Dec	0	5
Total	57	81



Foreclosures Resold

Year	2016	2015
Jan	6	11
Feb	13	10
Mar	7	16
Apr	6	28
May	12	17
Jun	7	9
Jul	10	6
Aug	8	9
Sep	10	15
Oct	0	16
Nov	0	9
Dec	0	11
Total	79	157



ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT

OCTOBER 2016



General

- Ongoing phone calls and emails with shopping center owners, brokers and property owners.
- Wrote an article featuring a Hoffman Estates shopping center for the monthly Citizen newsletter.
- Updated the Village's available properties database through Location One Information System (LOIS). The properties are updated bi-weekly.
- Designed and developed ads for online and print publications to promote Hoffman Estates.
- Met with business owners and developers looking for sites in Hoffman Estates.
- Coordinated property management and landlord responsibilities in relation to Das Beer Garden.
- Continued working with the Village's TIF consultant to review documents provided by the Plum Farms team regarding the development of their 168 acres.
- Updated the Arts Commission website. Sent reminder e-blasts regarding the promotion of the theater, M-n-M events and photography events in the fall.
- Continued the search for a sign company to design and build new gateway signs within the Entertainment District. A recommendation was going to be brought forth in October but issues with the land owners where the signs will be located have arisen so Staff is working through them.
- Continued planning two events with the Windy City Bulls – one for the Hoffman Estates Chamber of Commerce and one with ICSC Next Gen. These events will be aimed at bringing awareness to the Sears Centre, the Bulls, and the great development happening around that area.
- Presented at the Illinois Tax Increment Association fall conference and coordinated with other panel members to discuss the TIF 201 topic.
- Attended the International Economic Development Council's national conference in Cleveland to learn about various topics of economic development and network with peers. Relevant topics included the sharing economy, regional approaches to economic development, repurposing retail spaces and reshoring manufacturers. Also sat for the CEcD exam which typically has a pass rate of 32% but did not pass all sections of the exam so Mr. Kramer will retake the exam soon.
- Attended the:
 - Monthly Membership Committee meeting of the Chamber of Commerce
 - Grand opening ribbon cuttings
 - Bi-Monthly Chicagoland Restaurant Brokers Association meeting
 - Quarterly Economic Development Commission meeting

Office/Industrial

- Staff formally visited 10 businesses in 2016, with another one scheduled, as part of the BRE outreach program. Outreach will continue throughout the year.
- Continued planning a Manufacturer Summit with the SBA to highlight GCAMP and the various manufacturing cultures in Hoffman Estates, Elk Grove Village and Schaumburg. The event will take place on October 27th at the Prairie Arts Center.
- Eight communities in the area are considering forming a business accelerator program to help grow level 2 businesses in the area. Staff has attended several meetings to formulate the partnership but has not committed to anything yet. A formal proposal and presentation was presented to the

Retail

- Working to bring a hardware store back to town.
- Continued negotiations with Sterling Organization regarding a redevelopment agreement for Hoffman Plaza within the TIF district. The RDA would include public improvements, new outlot buildings and tenants and, potentially new revenue sources.
- Staff began preparations for the ICSC Chicago Deal Making show in October that included registering for the booth space, preparing display materials, organizing giveaway products and promotional materials, and scheduling appointments.

Tourism

ILLINOIS TACTICAL OFFICERS ASSOCIATION - OCTOBER 7-14, 2016 - THE STONEGATE

- Assisted in creating direct booking links at each Hoffman Estates hotel to facilitate attendees booking into defined room blocks. Secured the use of Cabela's for a certification class during this event and BOD/Speakers Dinner at Moretti's, resulting in each business being given a free half page ad in the event program/magazine and exposure to the 600 attendees.

JEHOVAH'S WITNESS - SCA, AUGUST 4-7 (ENGLISH) and AUGUST 11-14 (SPANISH)

- Chicago Marriott NW captured 800 room nights at \$85 during both weekends and was able to guestimate another 300 spread throughout the 7 other hotels in the Village. Working with 7 limited/focused service properties to quantify any additional revenues derived from occupancy generated by Jehovah's Witness guests. The August 11-14 weekend coincided with Willow Creek Leadership Summit which fills the hotels along Barrington/Higgins with higher rated business.

MIDLANDS WRESTLING TOURNAMENT - DECEMBER 28-30, 2017 - SCA

- Working with event organizers to distribute lead sheet to Village hotels for the opportunity to house guests during this Tournament. This is typically a low demand time for our hotels so it is a perfect booking and opportunity to capture the anticipated 500 room nights.

Tourism (Cont.)

SPORTS FACILITY SALES BLITZ - SEEKING REFERRALS FOR VILLAGE HOTELS FROM AREA PARK DISTRICTS AND SPORTING FACILITIES

- Researched area facilities/park districts/community colleges in South Barrington/Barrington communities, Palatine, East/West Dundee, Streamwood, and Hanover Park that host youth sporting tournaments involving travel teams for hockey, soccer, Lacrosse, etc. Visited each and provided consolidated list of hotels in the Village, along with features we could assist in negotiating (group room blocks, rates that meet budgets, rebates, breakfast, private gathering/equipment rooms, and transportation). Brought each athletic director information on Main Event to consider for their team/organizational gatherings.

DAILY HERALD, BUSINESS LEDGER - CORPORATE EVENT PLANNER AND MEETING GUIDE - HOSPITALITY SHOWCASE

- Working with Daily Herald to create an ad that utilized branding features already used in our Economic Development ads showcasing the SCA, The Stonegate, all hotels in the Village, and touting our relationship to the Windy City Bulls to appeal to meeting planners. Planning booth display in conjunction with the Chamber for November Hospitality Showcase Tradeshow.

MEETINGS/ACTIVITIES

- Met with Hoffman Inn and Suites ownership and Planning/Code to discuss renovation/construction.
- Provided business contacts to the Windy City Bulls for in game promotions.
- Provided contacts to Jersey Mike's regional sales for schools, nonprofits, and businesses in Hoffman Estates.
- Funnel Marketing - Obtained social media "primer" for new Village businesses meetings.
- Provided contacts to Health and Human Services for their Wellness Event.
- Provided contacts to the Chamber for enhanced event solicitation.
- Attended the Duluth Trading Company ribbon cutting.
- Attended the Chamber Legislative Luncheon.
- Provided contacts for the Sister City's Night in Paris Event for raffle/silent auction prizes.
- Provided a link to hotels and restaurants for "Living Proof" event at SCA.
- Solicited items for inclusion in Senior Commission Prom goody bags, made corsages, and provided décor.
- Provided décor and attended the Volunteer Appreciation Dinner at SCA.
- Assisted Public Works in finding hotel rooms for residents after watermain break.
- Assisting Adesa in planning grand opening festivities.



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention