



Meeting Members:
Gary Stanton, Chairperson
Karen Arnet, Vice-Chairperson
Karen Mills, Trustee
Anna Newell, Trustee
Gary Pilafas, Trustee
Michael Gaeta, Trustee
William McLeod, Mayor

Village of Hoffman Estates

Planning, Building and Zoning Committee Meeting Agenda

May 8, 2023

Immediately Following Transportation & Road Improvement
Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

-
- I. Roll Call
 - II. Approval of Minutes - April 10, 2023
 - III. Public Comment

NEW BUSINESS

1. Request for an extension of preliminary and final site plan approval for a Popeyes Louisiana Chicken at 2280 W. Higgins Road.

REPORTS (INFORMATION ONLY)

1. Planning Division Monthly Report
2. Code Enforcement Division Monthly Report
3. Economic Development and Tourism Monthly Report

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

PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES

April 10, 2023

I. Roll Call

Members in Attendance:

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

Telephonic Attendance:

Michael Gaeta, Trustee

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Jennifer Horn, Dir. Planning and Trans
Kevin Kramer, ED Director
Patrick Seger, Director HRM
Phil Green, Trans. & Long Ranger Planner
Joe Nebel, Director of Public Works
Suzanne Ostrovsky, Asst. Village Mgr.
Bev Romanoff, Village Clerk
Ric Signorella, Multi Media Production Mgr.**

Guest:

William LaFontaine

The Planning, Building & Zoning Committee meeting was called to order at 7:13 p.m.

II. Approval of Minutes – March 13, 2023

Motion by Trustee Mills, seconded by Trustee Arnet, to approve the Planning, Building & Zoning Committee meeting minutes of March 13, 2023. Roll call vote taken. All ayes. Motion carried.

NEW BUSINESS

1. Request approval of a real estate sale contract to purchase land at the corner of Route 59 and Hoffman Boulevard.

An item summary sheet was provided by Art Janura and Kevin Kramer to Committee.

Mr. Kramer provided background on the request. Trustee Mills inquired how soon the project could be installed. Mr. Kramer indicated by end of summer.

Mr. LaFontaine asked if there were any legal liabilities associated with the purchase and if that is related to the reason for which the project has been delayed. Mr. Janura provided comment.

Motion by Trustee Mills, seconded by Trustee Arnet, to approve a real estate sale contract to purchase land at the corner of Route 59 and Hoffman Boulevard. Roll call vote taken. All ayes. Motion carried.

REPORTS (INFORMATION ONLY)

1. Department of Development Services monthly report for Planning Division.

The Department of Development Services monthly report for Planning Division was received and filed.

2. Department of Development Services monthly report for Code Enforcement Division.

Mr. Gugliotta updated the Board on the completion of the Village Green Sign.

The Department of Development Services monthly report for Code Enforcement Division was received and filed.

3. Department of Development Services monthly report for Economic Development and Tourism.

The Department of Development Services monthly report for Economic Development and Tourism was received and filed.

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

Motion by Trustee Arnet seconded by Trustee Mills, to adjourn the meeting at 7:23 pm. Roll call vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request for an extension of preliminary and final site plan approval for a Popeyes Louisiana Chicken at 2280 W. Higgins Road

MEETING DATE: May 8, 2023

COMMITTEE: Planning, Building and Zoning

FROM: James Donahue, Senior Planner
Jennifer Horn, Director of Planning and Transportation

REQUEST: Request for an extension of preliminary and final site plan approval for a Popeyes Louisiana Chicken at 2280 W. Higgins Road.

BACKGROUND: On July 18, 2022, the Village Board approved a preliminary and final site plan for a Popeyes Louisiana Chicken at Barrington Square Town Center. One of the conditions of approval requires that the building permit to be obtained within twelve (12) months of the Village Board action.

The owner, Zuhba Realty, LP, is requesting a one-year extension for securing a building permit and has stated that lead times and delivery times for their electrical and kitchen suppliers are at all-time historical highs causing delays. As such, they have had to revisit and move their construction schedules to better align with their supplier schedules.

The new anticipated construction start is May 2024, with an anticipated opening in September 2024.

RECOMMENDATION: Approval of a request for an extension of preliminary and final site plan approval for a Popeyes Louisiana Chicken at 2280 W. Higgins Road to July 18, 2024.

Attachment

cc: Jeanne Armando (MRV Architects, Inc)

Zubha Pop Food, LLC

4415 Highway 6
Sugar Land, TX 77478

April 3, 2023

Jim Donahue, Senior Planner
Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169

Dear Mr Donahue:

We are the franchisee owner and developer of the Popcys Louisiana Chicken to be constructed at 2280 W. Higgins Road in Hoffman Estates, ILL. We currently have been approved for a permit and are looking forward to starting this project and a successful store opening.

I have been notified by our electrical equipment suppliers and our kitchen equipment suppliers that lead times and delivery times are at all time historical highs causing delays. Across the country we have been facing this challenge and are requesting a permit extension to align with our construction and suppliers schedule. Our anticipated construction start date will be May of 2024, that would give us ample time for the arrival of these critical components for our store opening by September of 2024.

As always we are committed to our customers, employees, and serving the communities we operate in. Please allow this extension so that we can continue the tradition of commitment in Hoffman Estates.

Sincerely

Amin Dhanani
President

Exhibit A
2280 W Higgins Road
PIN: 07-07-205-009-0000



- Parcels
- Subject Property





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

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE

BY: Jennifer Horn, Director of Planning and Transportation *Jennifer Horn*

May 2023

GENERAL UPDATES

- ◆ Planning staff continues to be extensively involved in the transition of the Village’s GIS platform to a new enterprise system and server. Data cleanup and map migration efforts are ongoing.
- ◆ A workshop was held with local area real estate brokers. They provided key insight and feedback on the strengths and opportunities for projects within the Stonington & Pembroke TIF.

ZONING & DEVELOPMENT CODE UPDATE PROJECT STATUS



- ◆ The Village Board adopted an Ordinance for the temporary Planned Development Process at their regular meeting on April 17.
- ◆ The consultant team held meetings with Village officials including the Mayor and Chair of the Planning & Zoning Commission in April.
- ◆ The next key public engagement opportunity will be an open house to review the existing conditions memo once complete. Consultant team is targeting early June.
- ◆ The project website is live at www.VOHEzoning.org. Interested parties can learn more about the project, an overview of what zoning is, and provide feedback to staff and the consultant team through an online form. The project website has been communicated via the Village website, Citizen articles, and will be via other means over the course of the project.

Zoning Code Update Timeline



ACTIVE PLANNING PROJECTS

Project	Address	Status	PZC or PBZ Meeting	VB Meeting
Temporary PUD Process	-	APPROVED	3/15/23	4/17/23
Starbucks Coffee (Fountain Crossing Lot 2)	2925 N BARRINGTON RD	APPROVED	4/5/23	4/17/23
Dragon Hongda Foot Massage Special Use	3041 N BARRINGTON RD	APPROVED	4/5/23	4/17/23
Wallace Academy Special Use	2357 HASSELL RD	PUBLIC MEETING	5/3/23	5/15/23
Sensient Building Addition Ph.2	5115 SEDGE BLVD	PUBLIC MEETING	5/3/23	5/15/23
Popeye's Barrington Square Approval Extension	2280 W HIGGINS RD	PUBLIC MEETING	5/8/23	5/15/23
Anytime Fitness Ownership Transfer Special Use	2571 W GOLF RD	PUBLIC MEETING	5/17/23	6/5/23
Tollway Maintenance Facility/IGA	557 W CENTRAL RD	UNDER REVIEW		
2601 Pratum - Public Utilities Easements	2601 PRATUM AVE	UNDER REVIEW		
Casey's Gas Station (Bucky's Redevelopment)	1700 W ALGONQUIN RD	UNDER REVIEW		
Casey's Gas Station (Bucky's Redevelopment)	615 W HIGGINS RD	UNDER REVIEW		
Casey's Gas Station (Bucky's Redevelopment)	1 W GOLF RD	UNDER REVIEW		
Beverly Property Mass Grading	2601 BEVERLY RD	UNDER REVIEW		
Site Development including Site Plan for Starbucks	80 W HIGGINS RD	UNDER REVIEW		
Dar-UI-Ilm Special Use	2360 LAKEWOOD BLVD	UNDER REVIEW		
Belle Tire	1400 GANNON DR	UNDER REVIEW		
Advocate Medical Facility	4847 & 4815 HOFFMAN BLVD	UNDER REVIEW		

PENDING PLANNING PROJECTS

Project	Address	Status
Autumn Woods SF Subdivision	GOLF RD & BERNER RD	PENDING
Beacon Pointe Phase 2	NWC BEVERLY / SHOE FACTORY	PENDING
Macaroni Grill Redevelopment	2575 W HIGGINS RD	PENDING
Plum Farms Mixed Use	4800 W HIGGINS RD	PENDING
Umiya Dham (Hindu Temple and SF Homes)	SEC ROHRSSSEN / GOLF RD	PENDING
The Jade Apartment Concept	2354-2360 HASSELL RD	PENDING
Governor's Square Apartment Concept	2170-2190 W HIGGINS RD	PENDING
Barrington Square Lot 9 Apartments (The Prime Co.)	2300 W HIGGINS RD	PENDING
Barrington Square Sanitary Sewer Easement	BARRINGTON SQUARE AND BLACKBERRY FALLS	PENDING
Barrington Square Lot 5 Medical Office (old BK)	2360 W HIGGINS RD	PENDING
Retail development concept	2 E HIGGINS RD	PENDING
Retail Building Concept	4619 HOFFMAN BLVD	PENDING
The Preserve Apartments	1001 N BARRINGTON RD	PENDING
Hyatt Place Ownership Transfer SU	2750 GREENSPOINT PKWY	PENDING

MONTHLY PLANNING PROJECT ACTIVITY

Projects Submitted by Type	April	2023 YTD
Pre-Development	1	3
Agreement		
Annexation		
Courtesy Review		1
Easement		
Master Sign Plan		1
Plat of Subdivision	1	3
Other Plat		
RPD Amendment		
Site Plan Review	2	8
Special Use		4
Text Amendment		1
Rezoning		
Variation		2
Total	4	23
FOIA Processed	3	11
Zoning Verification Letters	2	4
Building Permits Reviewed by Planning	52	137

PLANNING PERFORMANCE MEASURES

Site Plan Review Process	April		Year to Date	
Number of administrative/staff review site plan cases completed	0	0%	2	29%
Number of PZC site plan cases processed	1		5	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

Site Plan Review Timing	April		Year to Date	
Number of cases processed within 105 days	1	100%	6	100%
Annual goal is to complete 100% of cases within 105 days				



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

SUBMITTED TO: PLANNING, BUILDING & ZONING COMMITTEE
BY: Bryan Ackerlund, Director of Building & Code Enforcement BA

May 2023

GENERAL ACTIVITIES

- On April 11, 2023, Sanyo Kapur, Kala Kuttentberg, Kathleen Kuffer, Liz Dianovsky, Joe Soucek, Anthony Knuth & John Staschke attended a NWBOCA training session on Significant Changes to the 2018 & 2021 IRC Wood Deck Code Provisions in Schaumburg.
 - On April 11, 2023, Sanyo Kapur presented the President's Report at the Board Meeting for NWBOCA held in Schaumburg.
 - On April 12 & 26, 2023, Sanyo Kapur joined in as an observer in the IECC Stretch Energy Code Commercial Subcommittee meeting held virtually.
 - On April 13, 2023, David Banaszynski & Kathleen Kuffer attended an IEHA seminar.
 - On April 18-20, 2023, Sanyo Kapur attended a virtual training seminar on NEC/NFPA 70 Electrical Plan review and basics offered by England Training Division.
 - On April 19, 2023, David Banaszynski attended an IACE seminar.
 - On April 28, 2023, David Banaszynski attended an IMERT seminar.
 - On April 28-May 1, 2023, Sanyo Kapur attended an ICC Leadership Academy and ICC Spring Interchange conference held in Florida.
 - The division began recruitment for its Seasonal Code Inspector. This position is critical for the types of violations Code Enforcement encounters throughout the spring and summer.
 - Division staff are finalizing the process to update the building codes and will be bringing this to PB&Z in the coming months.
 - The **Seasons of Hoffman Estates** apartment complex continues construction with 6 building in various stages plus the clubhouse. The first building and the clubhouse are beginning drywall as development stretches to the south end of the property.
 - **Microsoft** is finalizing revision plans for the remaining build-outs of building 1.
 - The **Popeye's** on Golf Rd is expecting occupancy in late spring 2023.
 - **Dunkin'** on Algonquin Rd. has begun exterior coverings and is targeting a summer 2023 opening.
 - **Aroma Hill Dispensary** at Barrington Rd & Golf Rd. is anticipating final inspections soon with occupancy to follow.
 - The reconstruction of the **BP gas station** at Barrington Rd and Higgins Rd is nearing completion and looks to open in spring 2023.
 - **ComEd** received their building permits and construction has begun on the Pembroke Ave. substation expansion.
- Bell Works Construction Update:**
- Construction of the **Fairgrounds World's Fair** restaurant is progressing well over the last several months. Finishes and equipment are being installed and they are targeting occupancy in spring 2023.

2023 Code Enforcement Freedom of Information Act Requests Processed

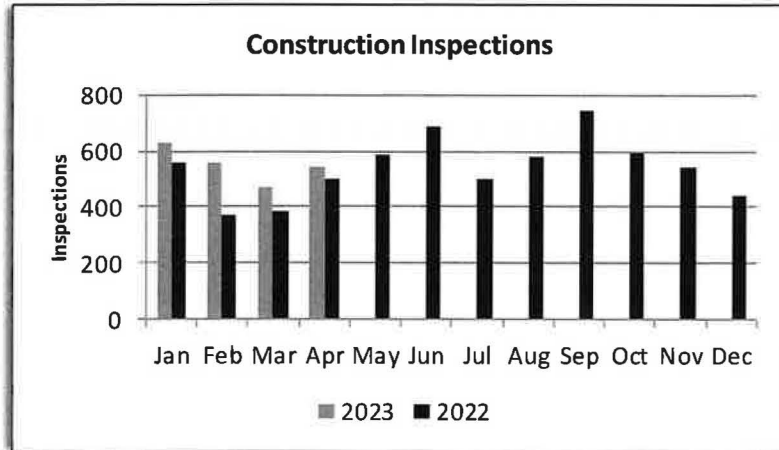
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
28	30	36	31									125

2023 Code Enforcement GovQA Questions & Complaints Processed

Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
15	7	19	10									51

Construction Inspections

Year	2023	2022
Jan	628	555
Feb	555	371
Mar	468	385
Apr	544	503
May		586
Jun		687
Jul		502
Aug		582
Sep		741
Oct		592
Nov		541
Dec		441
Total	2195	6486



Construction inspections include review and closure of older permits that had not yet had a final inspection.

RENTAL HOUSING LICENSE AND INSPECTION PROGRAM

- At the start of 2022, Code Enforcement staff resumed normal operation to the Rental Housing Program, which had been modified due to COVID safety measures.
- There are currently 1,888 rental properties registered. This includes 1,230 single family and townhome units (65%) and 658 condominium units (35%). This number fluctuates based on new registrants and owners who choose to no longer rent their properties.
- Renewal notifications were mailed on November 17, 2022 to all rental properties. The deadline to submit payment and update registration information was January 16, 2023.
- As of May 1st, 1,811 properties have renewed.

2023 Rental Inspections

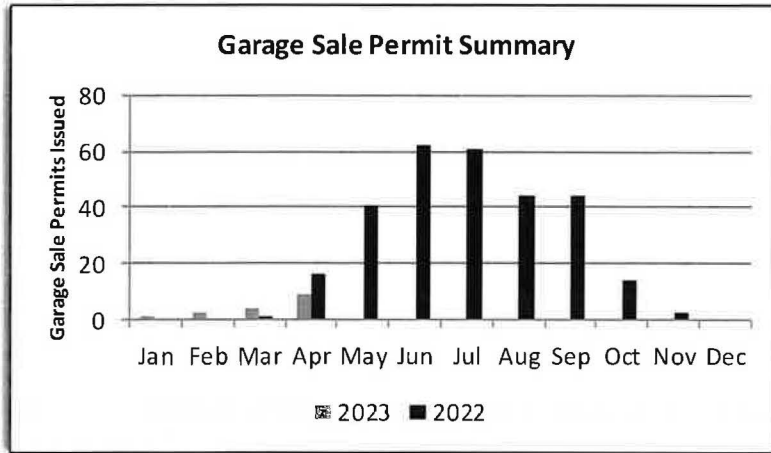
Inspection	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Annual	219	129	185	140	0	0	0	0	0	0	0	0	673
Reinspections	164	184	138	155	0	0	0	0	0	0	0	0	641
Total	383	313	323	295	0	0	0	0	0	0	0	0	1314

Inspection Services Performance	April	2 nd Quarter	Year to Date**	Year Target
Percentage of building inspections within 24 hr. notice	98%	98%	98%	95% within 24 hr. notice
Percentage of annual rental inspections completed	7%	7%	36%	100% of total*

* Note: The total number of properties registered fluctuates and therefore this percentage does not equal 100% at year-end.

Garage Sales

Year	2023	2022
Jan	1	0
Feb	3	0
Mar	4	1
Apr	9	16
May		41
Jun		62
Jul		61
Aug		44
Sep		44
Oct		14
Nov		3
Dec		0
Total	17	286

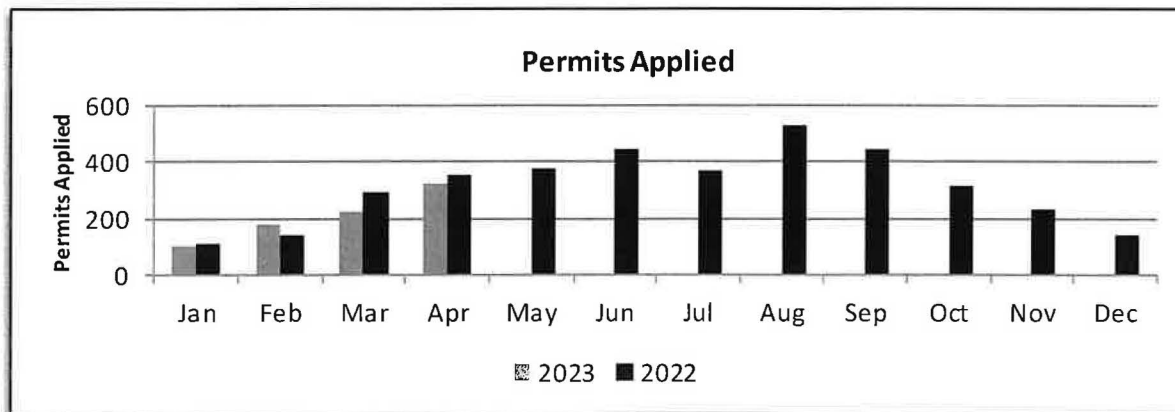


2023 Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2023 YTD	2022 Total
Commercial New	5	1	0	1									7	10
Single Family New	0	0	1	0									1	0
Land Development	0	0	0	0									0	1
Fire	25	11	10	10									56	139
All Other Permits	80	126	141	224									571	3016
2023 Total	110	138	152	235	0	0	0	0	0	0	0	0	635	
2022 Total	121	119	200	266	292	377	281	445	397	282	225	161		3166

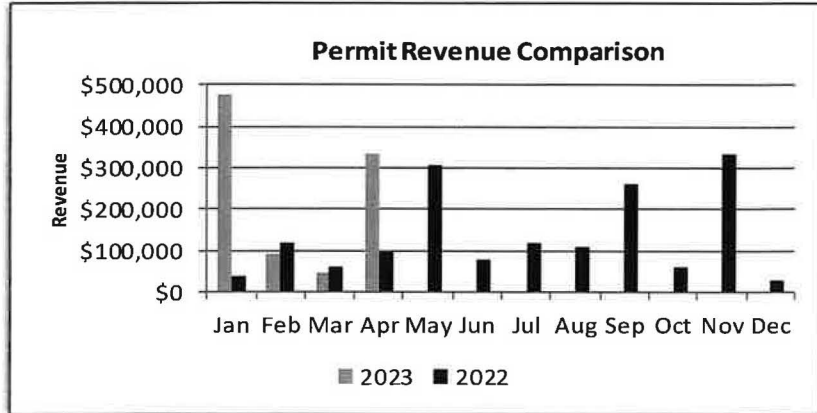
2023 Permits Applied

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2023	105	179	227	322									833
2022	113	142	289	351	375	442	366	529	444	313	228	141	3733



Permit Revenue

Year	2023	2022
Jan	\$475,262	\$39,197
Feb	\$92,415	\$117,640
Mar	\$48,876	\$60,345
Apr	\$331,820	\$98,154
May		\$306,651
Jun		\$80,330
Jul		\$119,035
Aug		\$111,244
Sep		\$263,637
Oct		\$61,297
Nov		\$335,246
Dec		\$29,230
Total	\$948,373	\$1,622,006



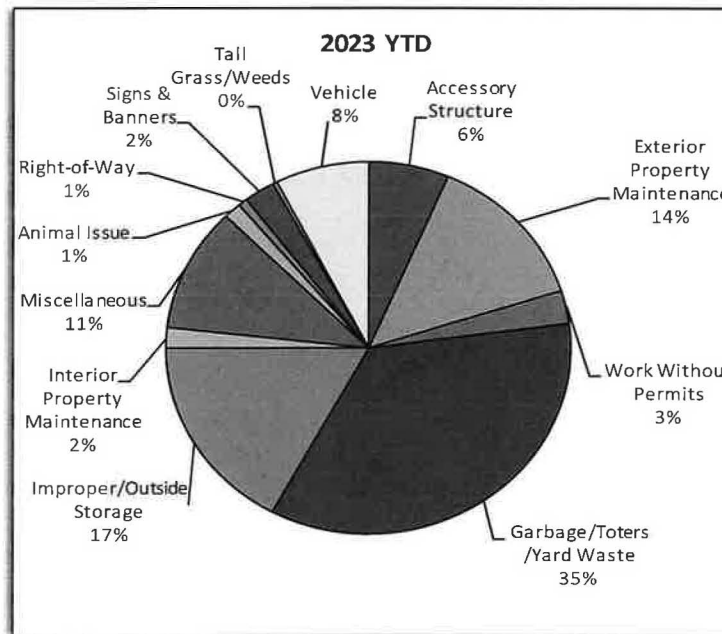
2023 Budget: \$1,572,000.

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

Building Permit Processing Performance	April	2nd Quarter	Year to Date	Year Target
Percentage of permits entered in computer within 24 hours of submittal	98%	98%	98%	95% within 24 hours
Percentage of permit plan reviews completed within 10 business days	99%	99%	99%	95% within 10 days
Percentage of permits processed for issue within 48 hours of plan approval	97%	97%	98%	90% within 48 hours

2023 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2023 YTD	2022 Total
Accessory Structure	3	2	6	7									18	56
Exterior Property Maintenance	0	2	4	32									38	100
Work Without Permits	2	1	2	3									8	57
Garbage/Toters/Yard Waste	31	35	13	19									98	271
Improper/Outside Storage	11	17	5	15									48	85
Interior Property Maintenance	2	3	0	0									5	17
Miscellaneous	5	3	9	13									30	199
Animal Issue	1	0	1	2									4	24
Right-of-Way	1	0	1	0									2	18
Signs & Banners	0	2	5	0									7	12
Tall Grass/Weeds	0	0	0	1									1	506
Vehicle	4	4	3	10									21	33
2023 Total	60	69	49	102	0	0	0	0	0	0	0	0	280	
2022 Total	31	6	21	56	285	394	146	122	93	91	51	82		1378



2023 Citations Issued

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	7	22	27	19									75
Code	31	26	146	32									235
Rental	49	0	127	85									261
Total	87	48	300	136	0	0	0	0	0	0	0	0	571

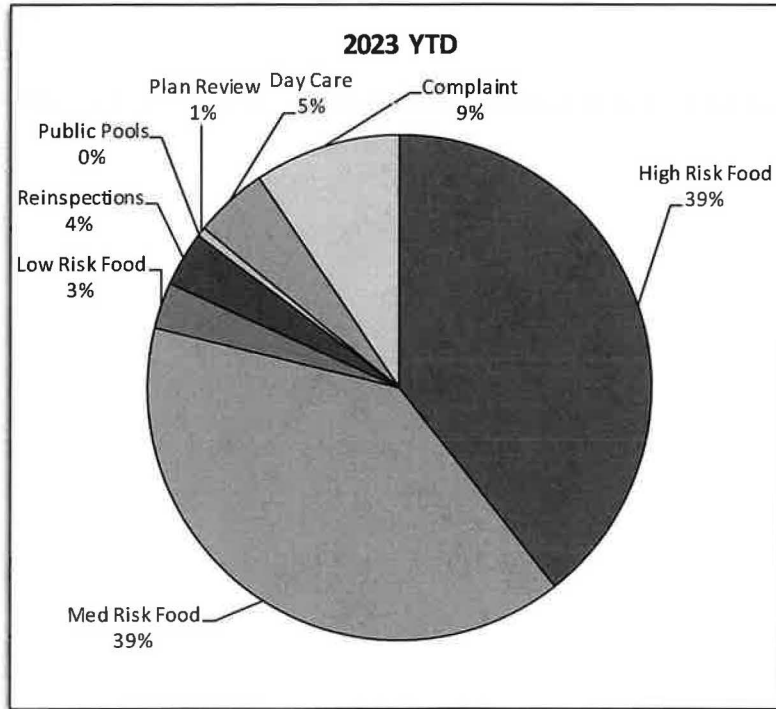
2023 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code/Bus. Lic.	43	51	57	57									208
Rental	86	35	109	104									334
Total	129	86	166	161	0	0	0	0	0	0	0	0	542

Inspection Services Performance	April	2 nd Quarter	Year to Date	Year Target
Percentage of property maintenance inspections completed within 24 hours of notice	96%	96%	96%	95% within 24 hr. notice

2023 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	30	32	4	1									67
Med Risk Food	1	0	33	33									67
Low Risk Food	0	2	1	2									5
Reinspections	2	1	1	2									6
Public Pools	0	0	0	0									0
Plan Review	0	1	0	0									1
Day Care	0	0	2	6									8
Complaint	4	6	5	1									16
Total	37	42	46	45	0	0	0	0	0	0	0	0	170



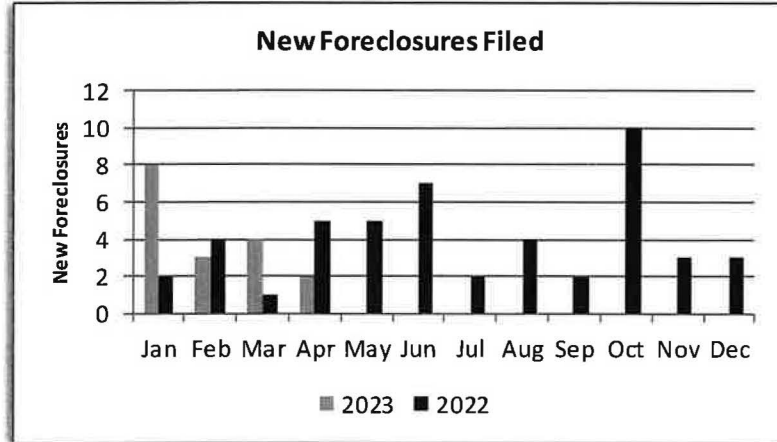
Food establishments are divided into the risk categories of high, moderate or low, and planned inspections are performed three, two, or one time each year respectively. A high risk establishment presents a high relative risk of causing foodborne illness based on the large number of food handling operations typically implicated in foodborne outbreaks and/or the type of population served by the facility. There are approximately 285 facilities that require a total of approximately 525 planned inspections throughout the year (this number fluctuates based on businesses opening/closing).

Health Inspections Performance	April	2 nd Quarter	Year to Date	Year Target
Percentage of annual food health inspections completed	9%	9%	32%*	100% of total

*Note: The total number of inspection properties fluctuates and therefore the year to date number may not equal 100%.

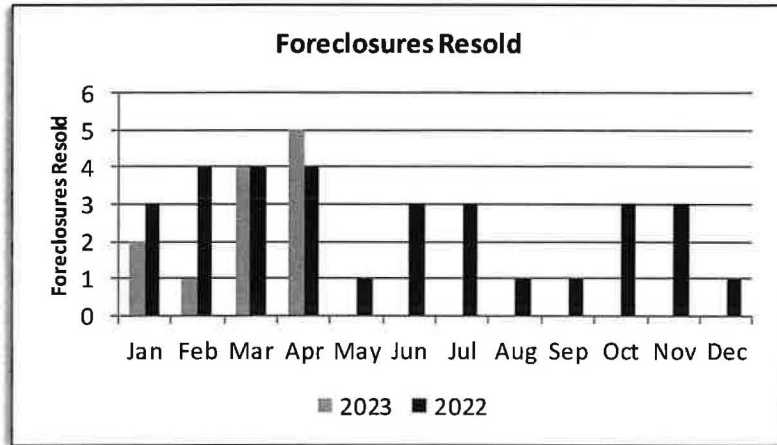
New Foreclosures Filed

Year	2023	2022
Jan	8	2
Feb	3	4
Mar	4	1
Apr	2	5
May		5
Jun		7
Jul		2
Aug		4
Sep		2
Oct		10
Nov		3
Dec		3
Total	17	48



Foreclosures Resold

Year	2023	2022
Jan	2	3
Feb	1	4
Mar	4	4
Apr	5	4
May		1
Jun		3
Jul		3
Aug		1
Sep		1
Oct		3
Nov		3
Dec		1
Total	12	31



Historical Foreclosure Information

Foreclosures Filed	2011	2012	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
		312	620	208	139	81	68	90	79	66	26	7

ECONOMIC DEVELOPMENT & TOURISM MONTHLY REPORT

May 2023



Economic Development

- Monthly Reoccurring Tasks:
 - Staff facilitated and participated in calls, emails, social media messages, texts and meetings with land owners, brokers, developers and property owners about potential development in Hoffman Estates.
 - Promoted the Village on social media and built a network to share about projects within the Village.
-
- Worked with the Economic Development Commission to host a business appreciation event. More than 60 people showed up for the event hosted at Bell Works on Cinco de Mayo Eve! *(See the photo to the right.)*
 - Mr. Kramer continued to give of his time by volunteering for various commissions and organizations while also mentoring two college students interested in the economic development and commercial real estate professions.
 - Mr. Kramer attended the Illinois Economic Development Association Site Selectors forum and consul generals reception. *(A photo of the Site Selectors discussion is on the right.)* The forum invites several site selectors to provide feedback on the process and the perception of Illinois.
 - Staff continued the revival of the Business Retention and Expansion program by meeting with one business in the past month. The goal of these is to have an intentional touchpoint with major businesses in the community in order to facilitate growth or become aware of issues before they rise to problems.
 - Mr. Kramer continued scheduling meetings and setting the calendar for the upcoming ICSC show. He also joined prep calls and other volunteer committee calls for ICSC.
 - Met with Advanced Preschool about applying for the Next Level Northwest program as they look to grow. Also continued conversations with L&M Financial about finalizing their pitch presentation to schedule their presentation for the program. Staff will continue to devote time to growing small business through this accelerator program.



- Processed all contracts for the Arts Commission. Also completed other liaison duties for the commission.
- Economic Development staff attended the:
 - Monthly Hoffman Estates Chamber Board and membership meetings
 - Monthly NLNW Board meeting
 - Quarterly ICSC Chicago Marketplace Committee meeting
 - Monthly Arts Commission meeting
 - Quarterly Northwest Hispanic Chamber Lunch and Learn (*See the photo on the right of the event at Bell Works.*)
 - Quarterly CMAP Regional Economy Committee meeting
 - Annual Clearwater Capital Partners Strategic Symposium
 - Quarterly NICAR northwest event where Mr. Kramer joined the panel as a speaker.



Tourism

- **Hotel Tax Revenue Comparative - March 2022-March 2023**

In March 2022, total hotel tax revenues directly reported were \$63,643.73. In March 2023, revenues were \$84,270.17, an increase of \$20,626.44. Online hotel tax revenues in March 2022 were \$1,188.72. In March 2023, online hotel tax was \$1,351.29, an increase of \$162.57. This demonstrates that despite the loss of typical mid-week corporate travelers, hotels have been successful in capturing reservations generated by the NOW Arena events and a sales tactic of driving rate.
- **NOW Arena Events we are working with to secure lodging for Village hotels**
 - IIHF - World Woman's Ice Hockey Championship - April 3-21, 2024
Follow-up with event organizers to determine their decision on lodging partners for this regional event brought in by the DuPage CVB who secured the event for their Edge Arena and did a site tour of the NOW Arena bringing our hotels into the opportunity to secure teams for this amazing event.
 - Phil Wickham & Brandon Lake Summer Worship Night - April 18, 2023 and Lauren Daigle Kaleidoscope Tour September 16, 2023
Follow-up with Chicago Marriott NW and Holiday Inn Express to determine if they have received lodging reservation requests for these NOW Arena events.
 - Mid-West regional Synchronized Skating - January/February 2025
Working with event organizer (IBHC) to bring back this regional event that generated over 6,000 room nights in the past.
 - Additional Lead - VIP Wedding room block - June 22-27, 2023 (wedding date June 25) - 140 room nights
Solicited best available room rate from our hotels. Hyatt Place was selected.
- **Festivals in 2023 - Celtic Fest/NW 4th Fest/Fit for America**
 - Celtic Fest 2023 (new location and date) - August 12, 2023
Application/information packets have been sent out to past vendors and activity providers. Each was called to determine if they could return to the newly designed outdoor Celtic Fest on August 12, from 1-6pm on the Village Green. Kids activity bids were sourced with the cost estimates. Live animal activity providers have all responded yes. All but 2 vendors cannot return to the event due to the new date. Information was sent to the Commission to determine the tent size. Ideas for inflatables/games were distributed for their selection to be discussed at the next meeting in May.

- NW 4th Fest - July 1-2, 2023 (outside at Village Green, Hideaway, and NOW Arena)
The event has received 11 applications for food vendors (9 needing tented spaces and 2 food trucks). Additional food vendor requests have been received and will be discussed at our next meeting in May to determine if we have available space. Volunteers and parade participants have been solicited from Village based scout troops and nonprofits.

Webinars

- Transient hotel sourcing
- Hotel buffets have returned/evolved
- Spring/summer staffing solutions
- Travel procurement virtual workshop
- TMC reboot
- Business travel show Americas
- Crowd pleasing menu trends for spring/summer
- Maximize ROI on your business travel
- Return of new look hotel buffets

Meetings/Activities

- Tourism/ED meeting
- 4th of July Commission meeting
- Celtic Fest Commission
- On-site layout review meeting for NW 4thFest
- Attended Chamber's Meet the New Members Breakfast held at Village Hall
- Circulate Hot Sheet recap of bookings at NOW Arena to Village hotels
- Circulate Police Incident Reports to Village hotels
- Circulate ED updates and articles to Village hotels
- Meet with MEET Chicago NW CVB
- Conference with Elgin Fox Valley CVB
- Circulate B2B grant information to Village hotels and restaurants
- Circulate Bon Appetit flyer to hotels to solicit their attendance and gift basket creation for the raffle
- Assist in finding catering options for the ED Commission event at Bell Works on May 4
- Sent congratulatory email to Choose Chicago CVB to add Village hotels for overflow for DNC 2024



Kevin Kramer, Director of Economic
Development



Linda Scheck, Director of Tourism & Business
Retention