

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

Village of Hoffman Estates

Planning, Building and Zoning Committee Meeting Agenda

February 12, 2024

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

If online, insert URL.

-
- I. Roll Call
 - II. Approval of Minutes - January 8, 2024
 - III. Public Comment

NEW BUSINESS

1. Request by Remington Molecular for an extension of the minor site plan amendment approval to allow a temporary mobile MRI unit for the property located at 3200 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**

January 8, 2024

I. Roll Call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Eric Palm, Village Manager
Dan O'Malley, Deputy Village Manager
Arthur Janura, Corporation Counsel
Peter Gugliotta, Director of Dev. Services
Alan Wenderski, Dir. Engineering
Ric Signorella, Multimedia Manager**

Guest:

Dan Shomon, Village Lobbyist

The Planning, Building & Zoning Committee meeting was called to order at 7:14 p.m.

**II. Approval of Minutes – December 11, 2023
December 18, 2023 (Special)**

Motion by Trustee Arnet, seconded by Trustee Mills, to approve the Planning, Building & Zoning Committee meeting minutes of December 11, 2023. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to approve the Special Planning, Building & Zoning Committee meeting minutes of December 18, 2023. Voice vote taken. All ayes. Motion carried.

III. Public Comment

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.

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.

IV. President's Report

V. Other

VI. Items in Review

VII. Adjournment

Motion by Trustee Arnet, seconded by Trustee Kinnane, to adjourn the meeting at 7:17 pm. 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: Request by Remington Molecular for an extension of the minor site plan amendment approval to allow a temporary mobile MRI unit for the property located at 3200 W. Higgins Road

MEETING DATE: February 12, 2024

COMMITTEE: Planning, Building & Zoning

FROM: Kevin Anderson, Associate Planner
Jennifer Horn, Director of Planning and Transportation

PURPOSE: Request by Remington Molecular for an extension of the minor site plan amendment approval to allow a temporary mobile MRI unit for the property located at 3200 W. Higgins Road.

BACKGROUND: On June 19, 2023, the Village Board granted a minor site plan amendment to allow a temporary mobile MRI unit to be placed on the property for up to six months while the Petitioner completed an interior build-out for a permanent MRI machine. The original approval expired on December 19, 2023.

The mobile MRI trailer was installed in November, but occupancy has not been granted as the Petitioner continues to address Building Code handicap accessibility requirements. All outstanding Building Code issues are expected to be addressed in the coming weeks.

The Petitioner has applied for a building permit for the interior build-out to accommodate the permanent MRI machine. These plans are under review. Once a permit is issued, it will take three to nine months to complete the build-out and receive the MRI unit.

The Petitioner is seeking an extension of the minor site plan amendment approval to allow the temporary mobile MRI unit to remain on the property for an additional nine months while the interior build-out is underway.

RECOMMENDATION: Recommend approval of a request by Remington Molecular for an extension of the minor site plan amendment approval to allow a temporary mobile MRI unit for the property located at 3200 W. Higgins Road; subject to the following conditions:

1. The Petitioner shall address all outstanding Building Code requirements prior to issuance of an occupancy permit for the temporary mobile MRI unit.
2. The temporary mobile MRI unit shall be removed and the property restored by November 19, 2024.

Attachments:

cc: Rajeev Batra
Betsy Gensburg

Ms. Sanyokta (Sanyo) Kapur, CBO, LEED AP
Chief Building Official
Village of Hoffman Estates
1900 Hassell Rd.
Hoffman Estates, IL 60169

Dear Ms. Kapur:

We are asking for an extension to the current permit which expires on December 20, 2023. This was a 6 month permit but with all the requests to the site after that initial approval we were not able to install till Nov. 2023. We have applied for a permanent permit for Suite 105. It will take us anywhere from 3 to 9 months to install the machine and build a space. We must order the machine or purchase a used one. Either way, it will take three months to six months to get it. We are waiting for the current permit application approval before we do that. Given the lag time from when we did the outside mobile permit was issued, we are gun shy of having the machine show up and no place to put it. Because it needs to be under power hundred percent of the time. So, we are asking that you extend the current mobile permit to that timeframe (3-9 months) once the permanent installation permit is issued.

Sincerely,



Rajeev Batra
Remington Molecular HA, LLC



VILLAGE OF HOFFMAN ESTATES PLANNING AND ZONING GENERAL APPLICATION

PROJECT NAME: Temporary Mobile MRI Extension

ADDRESS: 3200 W. Higgins Rd.

PROPERTY INDEX NO.: 06012000280000

PROPERTY ACRES: 82302 Square Feet **ZONING:** B-Business

PROJECT DESCRIPTION: Extension for the Mobile MRI Variance. For a 6 month time extension from the date of approval.

REQUESTS BEING MADE (check all that apply):

Application Type	Subtype	Addendum
<input type="checkbox"/> ANX - Annexation	N/A	N/A
<input type="checkbox"/> MSP - Master Sign Plan	<input type="checkbox"/> New <input type="checkbox"/> Amendment	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> PLAT - Subdivision	<input type="checkbox"/> Non-Residential Preliminary <input type="checkbox"/> Non-Residential Final <input type="checkbox"/> Non-Residential Preliminary/Final	<input type="checkbox"/> Residential Preliminary <input type="checkbox"/> Residential Final <input type="checkbox"/> Residential Preliminary/Final N/A
<input type="checkbox"/> PLAT - Other	Type _____	N/A
<input type="checkbox"/> RPD Amendment	N/A	N/A
<input type="checkbox"/> REZ - Rezoning	From _____ to _____	<input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPR - Site Plan Review	<input type="checkbox"/> Preliminary Concept <input type="checkbox"/> Preliminary	<input type="checkbox"/> Final <input type="checkbox"/> Preliminary/Final <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SPA - Site Plan Amendment	<input type="checkbox"/> Staff Review <input type="checkbox"/> Administrative Review	<input checked="" type="checkbox"/> Minor Amendment <input type="checkbox"/> Major Amendment <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> SU - Special Use	<input type="checkbox"/> Listed Use (please list) _____	<input type="checkbox"/> Use Not Cited (please list) _____ <input type="checkbox"/> Yes <input type="checkbox"/> No
<input type="checkbox"/> TA - Text Amendment	<input type="checkbox"/> Subdivision Code <input type="checkbox"/> Zoning Code	<input type="checkbox"/> Other (please list) _____ N/A
<input type="checkbox"/> VAR - Variation	<input type="checkbox"/> Non-Residential <input type="checkbox"/> Residential <input type="checkbox"/> Sign	<input type="checkbox"/> Yes <input type="checkbox"/> No

I. Owner of Record

Wajde Dabah

3200 Higgins LLC

Name

Company

511 E 3rd Street

Hinsdale

Street Address

City

Illinois 60521

8472193097 wajde.dabah@painhelp.com

State

Zip Code

Telephone Number

Email

II. Applicant (if not the owner)

Betsy Gensburg

GensburgLTD.

Name

Firm/Company

105 Revere Dr. Suite G

Northbrook

Street Address

City

Illinois 60521

8577159591 ext. 108 betsy@gensburgltd.com

State

Zip Code

Telephone Number

Email

Applicant's relationship to property: Architect

III. Authorized Agent on Behalf of the Owner of Applicant or (Contact Person/Project Manager)

Name

Firm/Company

Street Address

City

State

Zip Code

Telephone Number

Email

IV. Owner Consent for Authorized Representative

It is required that the **property owner or designated representative** be at all requests before the Planning and Zoning Commission (PZC). During the course of the meeting, questions may arise regarding the overall site, site improvements, special conditions to be included in a PZC recommendation, etc. The representative present must have knowledge of the property and have the authority to make commitments to comply with any and all conditions included in the PZC recommendations. Failure to have the owner or designated representative present at the meeting can lead to substantial delays in the hearing process. **If the owner cannot be present at the meeting, the following statement must be signed by the owner:**

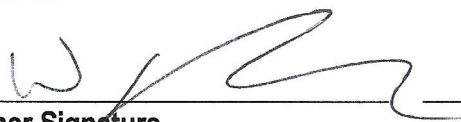
I understand the requirement for the owner or an authorized representative to be present at the meeting with full authority to commit to requests, conditions and make decisions on behalf of the owner. I hereby authorize the following person(s)/firm(s) to act on my behalf and advise that he/she has full authority to act as my/our representative.

Name/Firm

Name/Firm

Name/Firm

Name/Firm

 1/11/24

Owner Signature

Print Name

IV. Acknowledgement(s)

- Owner, applicant and authorized representatives may include other team members (consultants, brokers, tenants, etc.) that may be called upon to present at public meetings before the Planning and Zoning Commission and Village Board.
- Applicant acknowledges, understands and agrees that under Illinois law, the Village President (Mayor), Village Trustees, Village Manager, Corporation Counsel and/or any employee or agent of the Village or any Planning and Zoning Commission member or Chair, does not have the authority to bind or obligate the Village in any way and therefore cannot bind or obligate the Village. Further, Applicant acknowledges, understands and agrees that only formal action (including, but not limited to, motions, resolutions and ordinances) by the Board of Trustees, properly voting in an open meeting, can obligate the Village or confer any rights or entitlement on the applicant, legal, equitable or otherwise.
- Planning and Zoning Commission members and Village Staff often conduct inspections of subject site(s) as part of the pre-hearing review of requests. These individuals will be carrying official Village identification cards that can be shown upon request.

The Owner and Applicant, by signing this Application, certify to the correctness of the application and all submittals.

Owner's Signature: W [Signature]

Owner's Name (Please Print): Wajide Dabah

Sara E. F. Gensburg

Applicant's Signature: [Signature]
(If other than Owner)

Applicant's Name (Please Print): Sara E. Gensburg

Date: 1/11/24

IV. Application and Document Submittals

All required application materials should be submitted to the Planning & Transportation Division in electronic format via email to planning@hoffmanestates.org. Staff will notify the applicant if full size plan submittals are also required for a particular project review. Submittal requirements can be found in Subdivision Code, Section 10-6 of the Village's Municipal Code.

All applications fees must be paid before the Planning and Zoning Commission can hear any case.

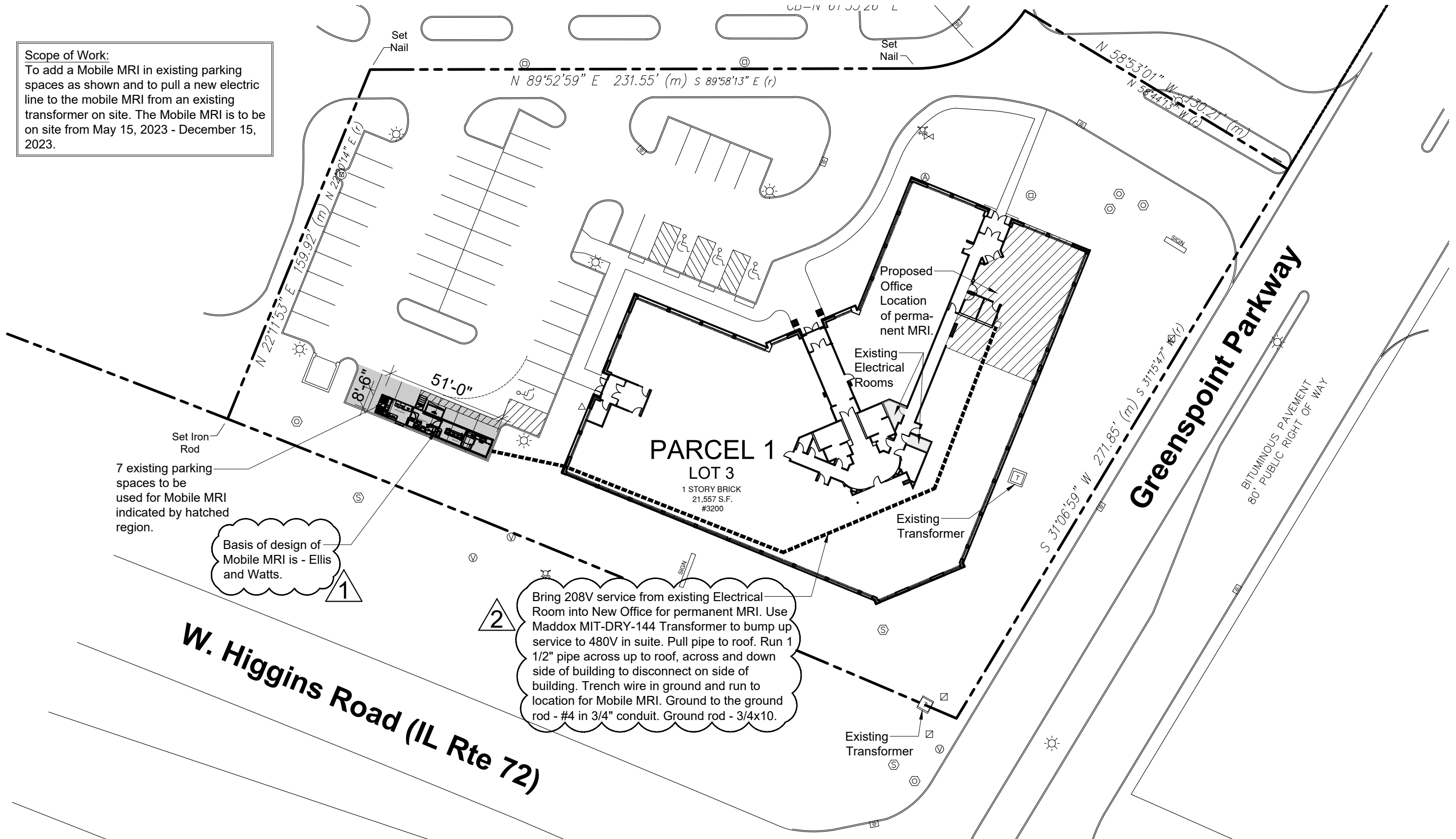
Please contact the Planning & Transportation Division with any questions:

Email: planning@hoffmanestates.org.

Address: 1900 Hassell Road
Hoffman Estates, IL 60169

Phone: (847) 781-2660

Scope of Work:
 To add a Mobile MRI in existing parking spaces as shown and to pull a new electric line to the mobile MRI from an existing transformer on site. The Mobile MRI is to be on site from May 15, 2023 - December 15, 2023.



7 existing parking spaces to be used for Mobile MRI indicated by hatched region.

Basis of design of Mobile MRI is - Ellis and Watts.

Bring 208V service from existing Electrical Room into New Office for permanent MRI. Use Maddox MIT-DRY-144 Transformer to bump up service to 480V in suite. Pull pipe to roof. Run 1 1/2" pipe across up to roof, across and down side of building to disconnect on side of building. Trench wire in ground and run to location for Mobile MRI. Ground to the ground rod - #4 in 3/4" conduit. Ground rod - 3/4x10.

W. Higgins Road (IL Rte 72)

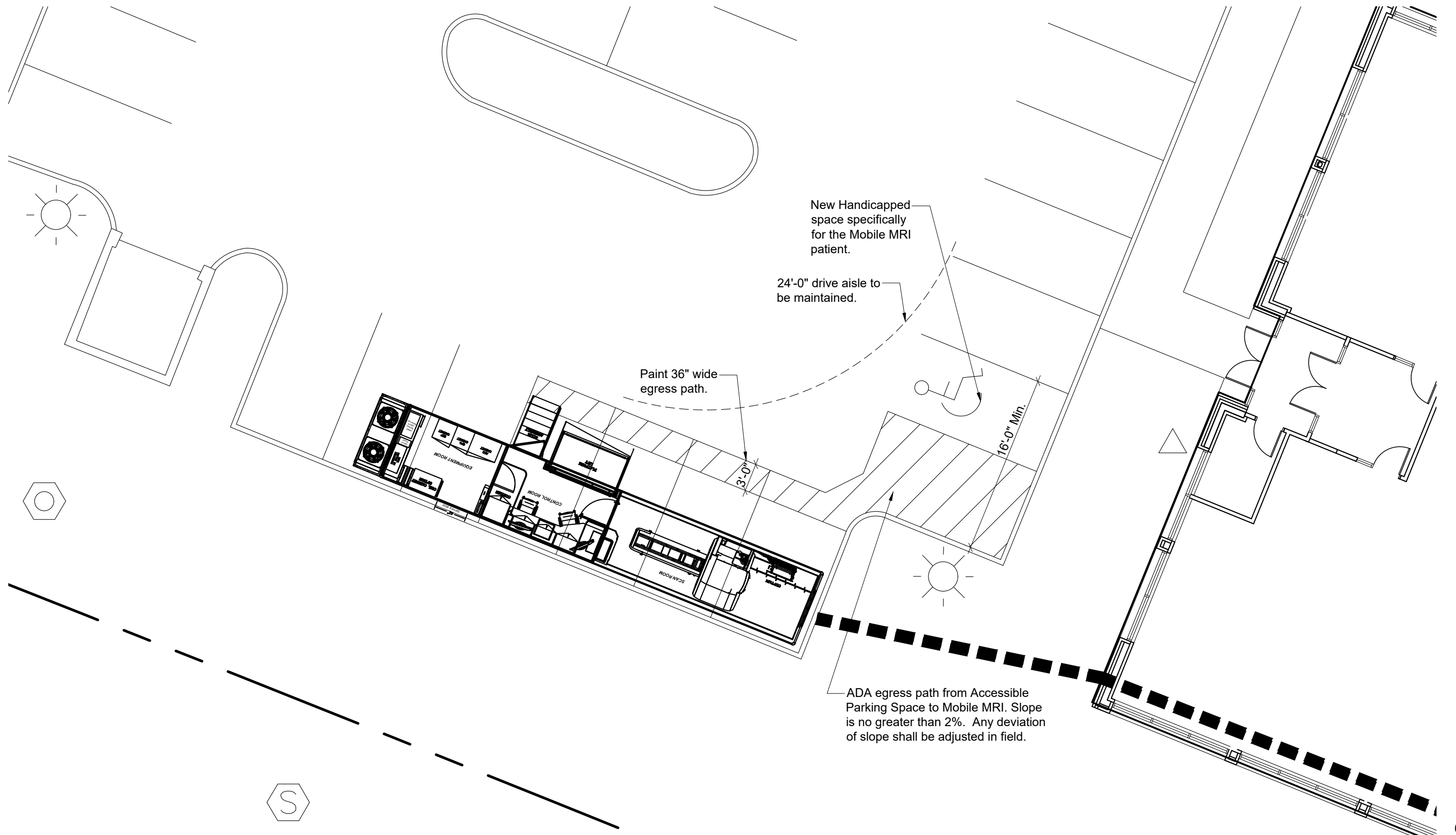
Greenspoint Parkway

Site Plan
 Scale: 1" = 40'-0"



This drawing indicates the general scope of the building in terms of its layout. Contractors shall field verify any critical dimensions prior to construction. This drawing has been prepared by Gensburg, Ltd. Architecture/Design, 105 Revere Dr., Suite G. Northbrook, Illinois 60062 Tel. (847) 715-9591.

MOBILE MRI SITE PLAN
3200 W. HIGGINS RD.
HOFFMAN ESTATES, ILLINOIS



05-05-2023

Enlarged Site Plan
Scale: 1" = 10'-0"



2

NOTE: THIS ENTIRE SHEET HAS BEEN ADDED.

This drawing indicates the general scope of the building in terms of its layout. Contractors shall field verify any critical dimensions prior to construction. This drawing has been prepared by Gensburg, Ltd. Architecture/Design, 105 Revere Dr., Suite G. Northbrook, Illinois 60062 Tel. (847) 715-9591.

MOBILE MRI SITE PLAN
3200 W. HIGGINS RD.
HOFFMAN ESTATES, ILLINOIS



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*

February 2024

GENERAL UPDATES

- Phil Green participated in the Midwest Chapter of the Congress for the New Urbanism *New Year, New Urbanism* event in January. Phil spoke on a panel of experts on the lessons that planners can learn from the *Back to The Future* movie trilogy about how downtowns can develop over time.
- Phil Green attended the second convening of Local Government 2030 in Phoenix, Arizona in January. Local Government 2030 aimed to bring local government professionals under 40 together to address the “grand challenges” as identified by the National Academy of Public Administration. Since being selected in 2022, Phil has been leading a national group of professionals to rethink local government approaches to communications and equity.

LONG RANGE PLANNING PROJECT STATUS



- ◆ Teska Associates (as lead) and Ancel Glink awarded contract to compute the Zoning Code Update project.
- ◆ The PB&Z Committee moved to support the consultant's findings and recommendations on August 7, 2023.
- ◆ The project website is live at www.VOHEzoning.org.
- ◆ Drafting is ongoing based on direction provided by the PB&Z
 - Staff review of new text is underway.
 - Staff and consultant preparing for next touchpoint with PB&Z.
- ◆ Community engagement remains ongoing and additional public comment emails continue to be received.
- ◆ Project completion expected in summer 2024.

Zoning Code Update Timeline



HOFFMAN IN MOTION:
Hoffman Estates Transportation Plan

- ◆ Epstein (as lead), HNTB, and All Together awarded contract for Comprehensive Multimodal Plan.
- ◆ Consultant team developed initial project branding and design language for the project. The project will be titled *Hoffman In Motion*.
- ◆ Website development is underway.
- ◆ Alongside the branding, the consultant team has developed a comprehensive public engagement plan that includes open houses, community workshops, pop-up events at existing Village events (such as Summer Sounds on the Green), online engagement, and more.
- ◆ The consultant team is working with staff on scheduling a project overview for the Village Board in March.
- ◆ Project completion expected in spring 2025.



ACTIVE PLANNING PROJECTS

Project	Address	Status	PZC or PBZ Meeting	VB Meeting
Woodfield Nissan Electric Vehicle Charger – Staff Level SPA	700 W HIGGINS RD	APPROVED	-	-
Microsoft Data Center Phase 2 (CHI06)	2190 LAKEWOOD BLVD	PUBLIC MEETING	2/7/24	2/19/24
Jade Residences	2360 HASSELL 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		
Restaurant Mall (Moretti's) Master Sign Plan	2475 W HIGGINS RD	UNDER REVIEW		
Sommet Living at Barrington Square (The Prime Co.)	2300 W HIGGINS RD	UNDER REVIEW		
Barrington Square Sanitary Sewer Easement	BARRINGTON SQUARE	UNDER REVIEW		
Heidner Properties Parking Lot Expansion	5277 TRILLIUM AVE	UNDER REVIEW		
Lincoln Prairie School Addition	500 HILLCREST BLVD	UNDER REVIEW		
Casey's Site Plan Amendment	1700 W ALGONQUIN RD	UNDER REVIEW		
Casey's Site Plan Amendment	615 W HIGGINS RD	UNDER REVIEW		
Casey's Site Plan Amendment	1 W GOLF RD	UNDER REVIEW		
Bell Works Master Sign Plan Amendment	2000 CENTER DR	UNDER REVIEW		
CMIC Addition	2860 FORBS AVE	UNDER REVIEW		
Bystronic Roof Top Solar Panels – Staff Level SPA	2200 W CENTRAL RD	UNDER REVIEW		

PENDING PLANNING PROJECTS

Project	Address	Status
CDK Redevelopment TH Concept	1950 HASSELL RD	CONCEPT SUBMITTED
Autumn Woods SF Subdivision	GOLF RD & BERNER RD	PENDING
Beacon Pointe Phase 2	NWC BEVERLY / SHOE FACTORY	PENDING
Macaroni Grill Redevelopment	2575 HIGGINS RD	PENDING
Plum Farms Mixed Use	4800 W HIGGINS RD	PENDING
Barrington Square Lot 5 (old BK)	2360 W HIGGINS RD	PENDING
Retail / Restaurant Building Concept	4619 HOFFMAN BLVD	PENDING
Harvest Community Church Parking Lot Expansion	2060 – 2080 STONINGTON AVE	PENDING
Sears Campus Redevelopment	3333 BEVERLY RD	PENDING

MONTHLY PLANNING PROJECT ACTIVITY

Projects Submitted by Type	January	2024 YTD
Pre-Development	1	1
Agreement		
Annexation		
Courtesy Review		
Easement		
Master Sign Plan	1	1
Plat of Subdivision		
Other Plat		
RPD Amendment		
Site Plan Review	1	1
Special Use		
Text Amendment		
Rezoning		
Variation		
Total	3	3
FOIA Processed	4	4
Zoning Verification Letters	1	1
Building Permits Reviewed by Planning	38	38

PLANNING PERFORMANCE MEASURES

Site Plan Review Process	January		Year to Date	
Number of administrative/staff review site plan cases completed	1	100%	1	100%
Number of PZC site plan cases processed	0		0	
Annual goal is to complete at least 65% of site plan cases through administrative review process				

Site Plan Review Timing	January		Year to Date	
Number of cases processed within 105 days	1	100%	1	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: Sanyokta Kapur, Chief Building Official

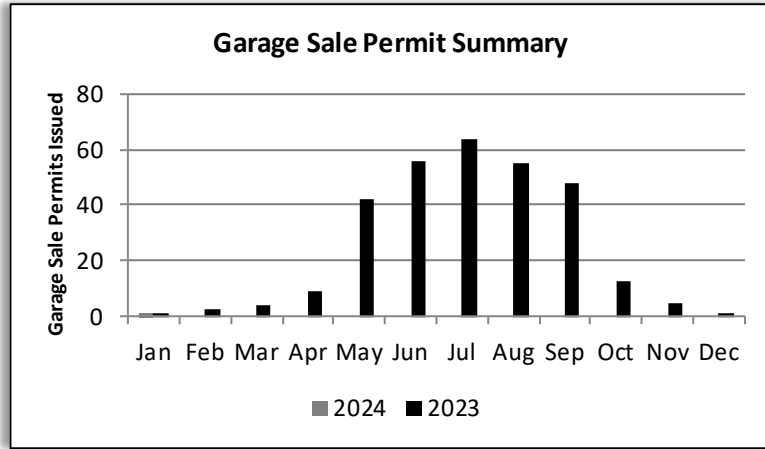
February 2024

GENERAL ACTIVITIES

- On January 17, 2024, Tricia Morandi & Tricia Jensen attended an ABCI meeting on Bylaws Follow Up Discussion & Draft Approval in Buffalo Grove.
 - On January 29 & 30, 2024, David Banaszynski, Kala Kuttnerberg, Anthony Knuth, Kathleen Kuffer, Liz Dianovsky, Joe Soucek, Tricia Morandi & Kerin Browne attended a Blueprint Reading Basics class by Sonya Shearer Consulting Services at the Village of Hoffman Estates.
 - **Seasons of Hoffman Estates** has received occupancy for its clubhouse and three residential buildings. The apartment complex has been focusing on construction of various stages of the remaining buildings. Several Village staff got a tour of the club house and occupied building to get an overall understanding of property leasing velocity and options available for rent.
 - **Microsoft** is expecting to begin construction of the remaining buildouts in building 1 by early 2024. They are also actively constructing their on-site substation to provide permanent power to the data centers. The permit for building 2 of the campus is expected to be submitted in early 2024, subsequent to Village Board site plan approval.
 - Staff continues to be involved in developing criteria for demolition and construction phasing of the **Compass** data centers to ensure a safe site and a smooth process for all parties involved.
 - The **Popeye's** on Golf Rd has received a temporary certificate of occupancy and is officially open for business.
 - **Dunkin'** on Barrington Rd. has received a temporary certificate of occupancy and is officially open for business.
 - **ComEd** is continuing construction on the Pembroke Ave. substation expansion and interior work is underway.
 - Construction on the new **Advocate** outpatient facility on Hoffman Blvd. within Prairie Stone is underway with structural steel framework installation.
 - Construction is underway for the new **Starbucks** at Fountain Crossing with anticipated occupancy in Spring 2024.
 - **Sensient Flavors** at Sedge Blvd is anticipated to start construction for a small addition in the upcoming months.
 - **Airdrie Estates** subdivision has several lots under construction for new single-family homes.
 - Code Enforcement staff have been involved in several ongoing property maintenance cases as well as annual monitoring of commercial snow removal and pothole maintenance.
 - Code Enforcement Officer Joe Soucek has resigned; his last day will be February 9, 2024. The vacant position will be posted as soon as possible.
- Bell Works Construction Update:**
- Staff is working with Bell Works on several tenant build-outs throughout the east side.
 - Staff is working with Bell Works to bring their emergency evacuation plans up to date with all the recent buildouts.

Garage Sales

Year	2024	2023
Jan	1	1
Feb		3
Mar		4
Apr		9
May		42
Jun		56
Jul		64
Aug		55
Sep		48
Oct		13
Nov		5
Dec		1
Total	1	301

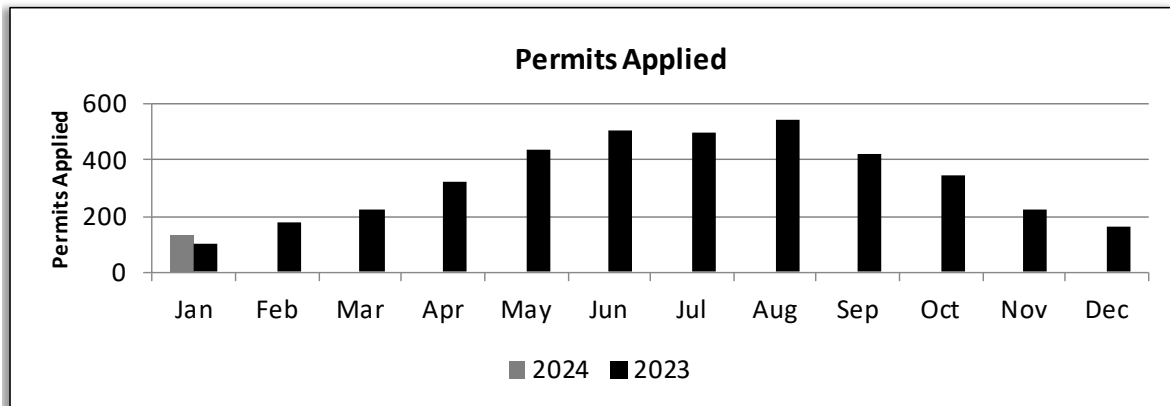


2024 Permits Issued

Permit	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 YTD	2023 Total
Commercial New	0												0	9
Single Family New	0												0	5
Land Development	0												0	1
Fire	13												13	158
All Other Permits	108												108	2907
2024 Total	121	0	0	0	0	0	0	0	0	0	0	0	121	

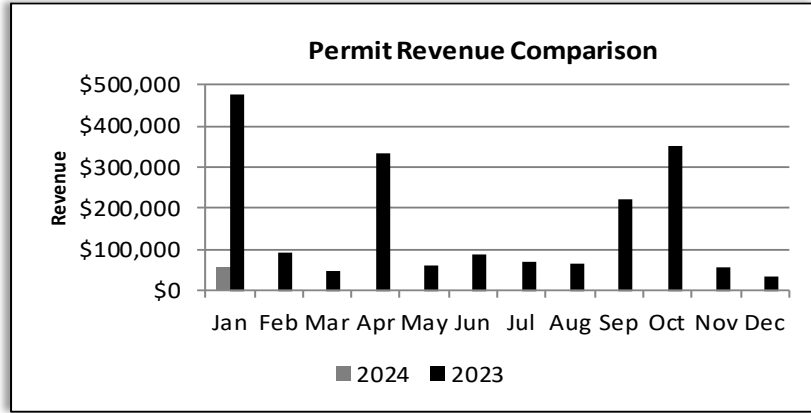
2024 Permits Applied

Year	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
2024	134												134
2023	105	179	227	322	433	505	496	544	419	345	223	161	3959



Permit Revenue

Year	2024	2023
Jan	\$54,595	\$475,262
Feb		\$92,415
Mar		\$48,876
Apr		\$331,820
May		\$62,483
Jun		\$85,224
Jul		\$67,487
Aug		\$66,181
Sep		\$222,586
Oct		\$350,822
Nov		\$56,694
Dec		\$34,685
Total	\$54,595	\$1,894,535

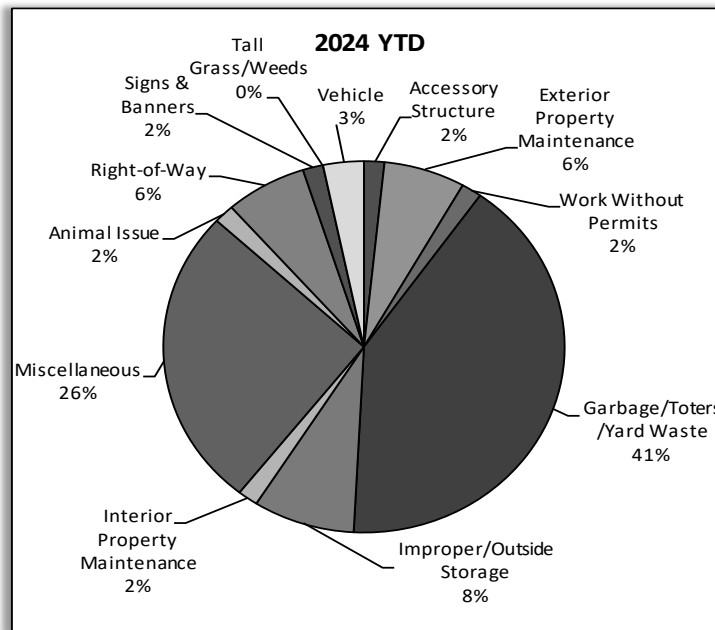


2024 Budget: \$3,767,000.

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

2024 Property Maintenance Summary Report

Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	2024 YTD	2023 Total
Accessory Structure	1												1	44
Exterior Property Maintenance	4												4	93
Work Without Permits	1												1	58
Garbage/Toters/Yard Waste	25												25	468
Improper/Outside Storage	5												5	165
Interior Property Maintenance	1												1	11
Miscellaneous	16												16	123
Animal Issue	1												1	35
Right-of-Way	4												4	15
Signs & Banners	1												1	15
Tall Grass/Weeds	0												0	276
Vehicle	2												2	70
2024 Total	61	0	0	0	0	0	0	0	0	0	0	0	61	
2023 Total	60	69	49	102	257	208	142	131	107	118	69	61		1373



2024 Citations Issued

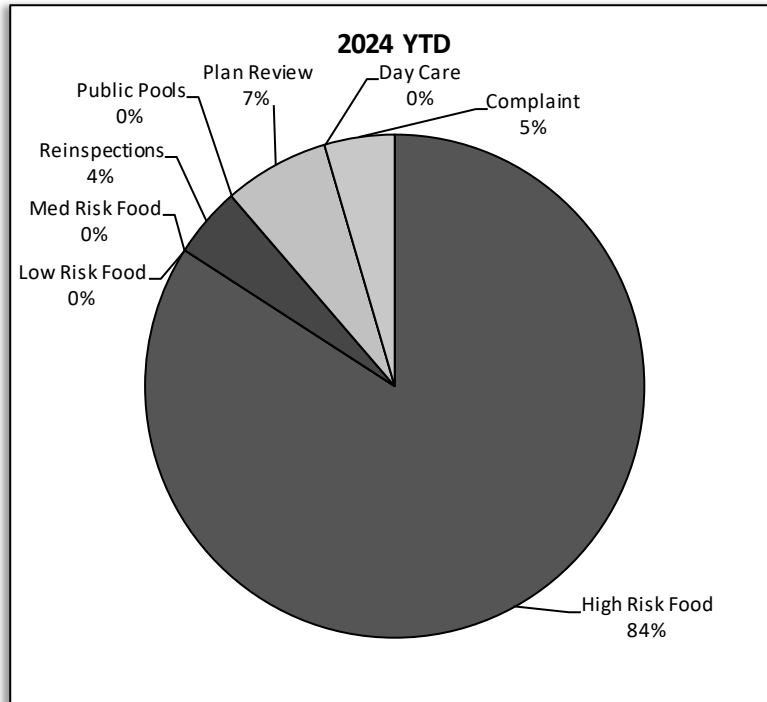
Violation	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Business License	24												24
Code	42												42
Rental	0												0
Total	66	0	0	0	0	0	0	0	0	0	0	0	66

2024 Adjudication Court Dockets - Citations Presented

Court	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
Code/Bus. Lic.	37												37
Rental	75												75
Total	112	0	0	0	0	0	0	0	0	0	0	0	112

2024 Environmental Health Inspection Report

Activity	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD
High Risk Food	37												37
Med Risk Food	0												0
Low Risk Food	0												0
Reinspections	2												2
Public Pools	0												0
Plan Review	3												3
Day Care	0												0
Complaint	2												2
Total	44	0	0	0	0	0	0	0	0	0	0	0	44



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).

ECONOMIC DEVELOPMENT

HIGHLIGHTS

25

Staff closed out a strong Business Retention and Expansion program by meeting with 25 companies, after targeting to visit 15! The program will continue in 2024.

40

Staff's goal for 2024 BRE program is to meet with 40 businesses in the community. Just in January alone, staff has met with 5 businesses.



During BRE visit, staff educated the business owner of Grounded Wellness on the benefits of Next Level Northwest.



The Village met with the Regional Director for the Seasons portfolio & toured the property



ED Director hosted a panel on the Economic Outlook for Illinois for REJOURNALS

SUMMARY OF ACTIVITIES

- Staff is working with the Communications Manager to create a schedule for regular posts in the "newsfeeds."
- Next Level Northwest Meeting met on January 11th, 2024 to discuss furthering the marketing strategy.
- Staff is finalizing a new Restaurant Guide and will be sharing it with local hotels and residents.
- Staff met with Bystronic to better understand workforce development and talent pipeline needs.
- Staff met with executives from "Dream Hall," a new food hall restaurant concept in Elgin, as well as a coffee retailer, a wine tasting room, and an up-and-coming Mexican Fusion restaurant about possibly opening locations in town.
- Began planning a 5k run with the local data center organization 7x24 chapter which will begin and end at the Hideaway Beer Garden and run near the Compass Datacenter campus.
- Staff attended several luncheons to learn about trends and great projects in economic development.
- ED Staff supported the Chamber of Commerce by attending the annual Celebration of Excellence Awards.
- Staff continued to assist the Arts Commission with contracts, event planning and more.

UPCOMING EVENTS

Staff planned, in conjunction with the Economic Development Commission, a CRE Event at the NOW Arena, "Love at First Site", which was held on February 8th, 2024; over 100 individuals registered. A full recap will follow in the March report.

HOTEL TAX REVENUE COMPARATIVE

2023 VS 2022

YOY HOTEL TAX REVENUES INCREASED BY \$67,710.85

2022 YOY HOTEL TAX REVENUE	2023 YOY HOTEL TAX REVENUE
Directly reported tax revenues - \$1,395,569.10	Directly reported tax revenues - \$1,399,756.38
Online site revenues - \$26,989.53	Online site revenues - \$90,513.10
Total in 2022 - \$1,422,588.63	Total in 2023 - \$1,490,269.48

Industry experts predict slow resumption of international travel due to travel restrictions and cost concerns. Rising travel costs were identified as the most significant issue faced by the business travel industry in 2024, followed by overall economic concerns, corporate travel budget limitations, and travel disruptions.

Comfort Inn and MainStay experienced significant revenue decreases, while Hilton Garden Inn had a modest increase due to closing opaque booking sites during high-demand periods. More reservations are booked online, and corporate travelers are returning but booking through hotel brands or online portals. Hotels that don't maximize revenue by closing deep discount sites during high-demand periods see modest decreases, potentially due to access to lower-rated reservations through online portals. As an example, Hilton Garden Inn experienced a 15% year-over-year growth in January. Staff met with the Manager to understand trends, plan a renovation project, and conduct a Business Retention Visit. Renovations are set to include the main lobby and one floor per month.

MEETINGS/ACTIVITIES

- July 4th Commission meeting - researching and contacting new and returning food vendors
- Celtic Fest Commission meeting- researching vendors from area Celtic Fest to grow our vendors/activities in 2024
- Review updated Restaurant Guide
- Police Incident Reports for December were unavailable
- Webinar - using videos on your website - SCORE
- Webinar - Building the digital brand - BTN

NOW ARENA

Midlands Wrestling Tournament - December 28-31,2023 - NOW Arena

Participating hotels were able to track 721 room nights that stayed with them during this event. The Country Inn and Hampton Inn show an almost 10% increase in their online reservations. Thanks to the addition of Woman's Wrestling competitions, there was an increase in room nights. generated by this event. This year staff asked teams as they registered onsite at the Arena to inform staff on where they are staying. This information will allow staff to pull those teams back to local participating hotels.



Kevin Kramer, Director of Economic Development



Linda Scheck, Director of Tourism & Business Retention