

AGENDA
PLANNING, BUILDING AND ZONING COMMITTEE
Village of Hoffman Estates
April 9, 2012

Immediately Following the Transportation & Road Improvement Committee

Members:	Karen Mills, Chairperson	Gary Pilafas, Trustee
	Ray Kincaid, Vice Chairperson	Jacquelyn Green, Trustee
	Gary Stanton, Trustee	Anna Newell, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes - March 19, 2012

NEW BUSINESS

1. Request by The Stonegate Conference & Banquet Centre for an extension of a special use to allow the retention of an outdoor patio on the west side of The Stonegate Conference & Banquet Centre at 2401 West Higgins Road.
2. Request:
 - A. Approval of an amendment to the conditions of approval for the Sears Centre Arena regarding outdoor events.
 - B. Direction to have the Planning and Zoning Commission consider amendments to the Sears Centre Arena Master Sign Plan.
3. Request acceptance of Department of Development Services monthly report for Planning Division.
4. Request acceptance of Department of Development Services monthly report for Code Enforcement Division.
5. Request acceptance of Department of Development Services monthly report for Economic Development and Tourism.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Village of Hoffman Estates

**PLANNING, BUILDING & ZONING
COMMITTEE MEETING MINUTES**

March 19, 2012

I. Roll Call

Members in Attendance:

**Karen Mills, Chairperson
Ray Kincaid, Vice Chairperson
Gary Stanton, Trustee**

**Other Corporate Authorities
in Attendance:**

**Trustee Jacquelyn Green
Trustee Anna Newell
Trustee Gary Pilafas
Village President William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr. Dev. Services
Peter Gugliotta, Director of Planning
Gary Skoog, Director of Economic Dev.
Patrick Seger, Dir. of Human Resource Mgmt.
Bob Gorvett, Fire Chief
Michael Hish, Police Chief
Mike DuCharme, Director of Finance
Ken Gomoll, Asst. Director, Public Works
Algean Garner, Dir. of HHS
Mike Hankey, Director of Transportation
Doug Schultz, Community Relations Coord.
Ben Gibbs, GM, Sears Centre Arena
Sarah Kuechler, Admin. Intern
Bruce Anderson, Cable TV Coordinator
Bev Romanoff, Village Clerk**

Others in Attendance:

Daily Herald

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

Motion by Trustee Mills, seconded by Trustee Pilafas, to recess Committee meeting at 7:01 p.m. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to reconvene Committee meeting at 7:07 p.m. Voice vote taken. All ayes. Motion carried.

II. Approval of Minutes

Motion by Trustee Pilafas, seconded by Trustee Green, to approve the Planning, Building & Zoning Committee meeting minutes of February 20, 2012. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval of a resolution authorizing approval of a Cost Recovery Agreement between Hoffman Village (RMS Properties IX, LLC) and the Village of Hoffman Estates for a proposed new grocery store to occupy the former Dominick's store at Hoffman Village (Barrington and Golf Roads).**

An item summary from Mark Koplin and Gary Skoog was presented to the Committee.

Motion by Trustee Pilafas, seconded by Trustee Newell, to approve resolution authorizing approval of a Cost Recovery Agreement between Hoffman Village and the Village of Hoffman Estates for a proposed new grocery store to occupy the former Dominick's store at Hoffman Village. Voice vote taken. All ayes. Motion carried.

- 2. Request by Hoffman-Roselle LLC (contract purchaser) for approval of an agreement for Fee in Lieu of Sales Tax on conjunction with the operation of a financial institution (Chase Bank) at 1070 N. Roselle Road.**

An item summary from Peter Gugliotta was presented to Committee.

Hoffman-Roselle LLC has offered to enter into a covenant agreement that would require the payment of an annual fee in lieu of sales tax of \$12,000 annually for as long as a non-sales generating use occupies the property.

Motion by Trustee Pilafas, seconded by Trustee Green, to approve agreement for Fee in Lieu of Sales Tax in conjunction with the operation of a financial institution (Chase Bank) at 1070 N. Roselle Road. Voice vote taken. All ayes. Motion carried.

- 3. Request approval of a temporary construction easement and a permanent traffic signal easement with Foster Bank (1070 N. Roselle Road) to allow installation of a traffic signal at the Golf Center Shopping Center entrance from Roselle Road.**

An item summary from Peter Gugliotta was presented to Committee.

Trustee Kincaid inquired about the plans for the Myoda building and Mr. Norris responded that the building will be demolished and the Chase Bank will build from the ground up.

Motion by Trustee Pilafas, seconded by Mayor McLeod, to approve a temporary construction easement and a permanent traffic signal easement with Foster Bank (1070 N. Roselle Road) to allow installation of a traffic signal at the Golf Center Shopping Center entrance from Roselle Road. Voice vote taken. All ayes. Motion carried.

- 4. Request approval of a resolution adopting the 2012 zoning map.**

An item summary from Peter Gugliotta was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Green, to approve resolution adopting the 2012 zoning map. Voice vote taken. All ayes. Motion carried.

5. Request authorization for an EDA contract amendment for the western development area lift station upgrades in an amount not to exceed \$6,070.

An item summary from Mark Koplin was presented to Committee.

Motion by Trustee Pilafas, seconded by Trustee Stanton, to authorize an EDA contract amendment for the western development area lift station upgrades in an amount not to exceed \$6,070. Voice vote taken. All ayes. Motion carried.

6. Discussion regarding the existing nonconforming driveways policy.

An item summary from Peter Gugliotta was presented to Committee.

Peter Gugliotta addressed the Committee and indicated that the existing Policy expires on May 1, 2012 and staff confirmed that no nonconforming driveways will be affected by the 2012 Street Reconstruction project.

Motion by Mayor McLeod, seconded by Trustee Pilafas to continue the existing nonconforming driveways policy until May 1, 2015. Voice vote taken. All ayes. Motion carried.

7. Discussion regarding approval procedures and policy for cellular antenna requests.

An item summary from Peter Gugliotta was presented to Committee.

Peter Gugliotta addressed the Committee and stated that the policy for cellular antenna requests is intended to streamline the Village review process for antenna requests that are not in sensitive areas or where the Village has already determined that antennas are appropriate for a given site. Mr. Gugliotta reviewed the "preferred" or "sensitive" areas.

Motion by Mayor McLeod, seconded by Trustee Green, to direct the Planning and Zoning Commission to hold hearings to consider code amendments consistent with the Policy. Voice vote taken. All ayes. Motion carried.

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

The Department of Development Services monthly report for Planning Division was submitted to the committee.

On page 2 of report, it should say "Meijer" property, not "Menards".

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

9. 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 submitted to the committee.

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

10. 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 submitted to the committee.

Motion by Trustee Pilafas, seconded by Trustee Stanton, 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 Pilafas, seconded by Trustee Newell, to adjourn the meeting at 7:35 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request by The Stonegate Conference and Banquet Centre for an extension of a special use to allow the retention of an outdoor patio on the west side of The Stonegate Conference and Banquet Centre at 2401 West Higgins Road

MEETING DATE: April 9, 2012

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta 

REQUEST: Request by The Stonegate Conference and Banquet Centre for an extension of a special use to allow the retention of an outdoor patio on the west side of The Stonegate Conference and Banquet Centre at 2401 West Higgins Road.

BACKGROUND: In February 2002, the Village Board approved a special use to allow the construction of a ± 4,300 square foot outdoor patio on the west side of the existing Stonegate Conference and Banquet Centre (The Stonegate). For much of the year, the patio is covered by a tent structure to protect visitors from the weather. The Zoning Board of Appeals added a condition limiting the approval to five years, and the Village Board concurred. In April 2007, the Village approved an extension of the special use to April 16, 2012. A condition of approval allows the petitioner to request another extension of the special use. The ordinance from the 2007 extension is attached for reference.

DISCUSSION: The Stonegate is requesting approval of a five year extension of their special use to retain the outdoor patio to April 16, 2017, at which time they may request another time extension. The Stonegate foresees continued use of the outdoor patio through 2017. The primary focus of the initial review of this patio area was its possible impact on parking demand. The owner has managed the use of the patio properly so no parking issues have been identified. The tent structure complies with Village building and fire codes.

RECOMMENDATION: Approval of a request by The Stonegate Conference and Banquet Centre for an extension of a special use to allow the retention of an outdoor patio on the west side of The Stonegate Conference and Banquet Centre at 2401 West Higgins Road to April 16, 2017, subject to all conditions of Ordinance 3913-2007.

Attachments

cc: Les Nasciszewski (The Stonegate)
Doug Altenberger (Charter National Bank)

4.2.12

The Honorable William D. McLeod
Mayor of the Village of Hoffman Estates
1900 Hassell Road
Hoffman Estates, IL 60169

**RE: REQUEST FOR A SPECIAL USE EXTENSION FOR
LAKESIDE PAVILION AT 2401 WEST HIGGINS ROAD**

Dear Mayor McLeod:

I am writing to you and to the Village Board of Trustees to formally request that the Village extend the special use permit of the outdoor patio and tent structure on the west side of the Stonegate Conference & Banquet Centre.

The above-referenced patio/tent known as the Lakeside Pavilion has been a significant demand and revenue generator for The Stonegate since its inception. This facility functions to host all types of events ranging from luncheon space for business events during the midweek to wedding ceremony and wedding reception space on the weekends; and, it does so without adversely affecting parking availability for our clients/guests. The Lakeside Pavilion's contrasting décor to our main facility has expanded the Stonegate's market potential by offering social/wedding prospects a unique venue option relative to our non-hotel competitors.

We at The Stonegate appreciate your consideration in this regard.

Respectfully,



Les Nasciszewski, CHME
General Manager
Stonegate Conference & Banquet Centre

ORDINANCE NO. 3913 - 2007

**AN ORDINANCE EXTENDING A
SPECIAL USE TO POPLAR CREEK, L.L.C.
TO PERMIT AN OUTDOOR PATIO**

WHEREAS, the Zoning Board of Appeals, at a public meeting duly called and held according to law, considered the question of extending a special use to Poplar Creek L.L.C. to permit an outdoor patio on property legally described hereinafter; and

WHEREAS, the President and Board of Trustees of the Village of Hoffman Estates, after reviewing the recommendation of said Zoning Board of Appeals, find and believe it to be in the best interest of the Village that such special use be granted.

NOW, THEREFORE, BE IT ORDAINED by the President and Board of Trustees of the Village of Hoffman Estates, Cook and Kane Counties, Illinois, as follows:

Section 1: That the special use granted under Hoffman Estates Municipal Code Section 9-8-2-C-10 to Poplar Creek L.L.C. to permit a multi-purpose conference center on property located on West Higgins Road, 1500 feet east of Barrington Road and legally described and attached as Exhibit "A" by Ordinance No. 3174-2000 and No. 3377-2002 be extended to permit a multi-purpose conference center to allow an outdoor patio area on the west side of the building.

Section 2: That this extended special use is granted upon the conditions specified in the original special use approval by Ordinance No. 3174-2000 and the amended special use by Ordinance No. 3377-2002 continue in force and that this special use shall expire on April 16, 2012, at which time the petitioner may apply for an extension.

Section 3: That the Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 4: That this Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS 16th day of APRIL, 2007

APPROVED THIS 16th day of APRIL, 2007

VOTE	AYE	NAY
Trustee Mills	<u>x</u>	_____
Trustee Boester	<u>x</u>	_____
Trustee Rusakiewicz	<u>x</u>	_____
Trustee Collins	<u>x</u>	_____
Trustee Kincaid	_____ absent	_____
Trustee Green	<u>x</u>	_____

APPROVED:

William B. McLeod
Village President

ATTEST:

Virginia Mary Hayter
Village Clerk

Published in pamphlet form this 2nd day of MAY, 2007.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request:
 A. Approval of an amendment to the conditions of approval for the Sears Centre Arena regarding outdoor events
 B. Direction to have the Planning and Zoning Commission consider amendments to the Sears Centre Arena Master Sign Plan

MEETING DATE: April 9, 2012

COMMITTEE: Planning, Building and Zoning

FROM: Peter Gugliotta *PG*

REQUEST: Request:
 A. Approval of an amendment to the conditions of approval for the Sears Centre Arena regarding outdoor events.
 B. Direction to have the Planning and Zoning Commission consider amendments to the Sears Centre Arena Master Sign Plan.

BACKGROUND: *Outdoor Events*
 The Village approved the special use for the operation of the Sears Centre Arena in 2005. In 2007 and 2009, the Village approved special use amendments to permit outdoor events on the Sears Centre property. At the time of these approvals, the arena was still owned privately by MadKatStep Entertainment, LLC. Special use conditions were added to the outdoor event approval to provide the Village with a mechanism for oversight and control over outdoor events.

At the end of 2009, the Village assumed ownership of the Sears Centre. The Village now has full control over arena operations through a management contract with Global Spectrum. Now that the Village is the owner, the detailed special use conditions are no longer necessary to control operational matters. Oversight that the Village provides to the arena management is done through the contract and through operating procedures and policies of the Village, not through a zoning regulation.

Master Sign Plan
 In 2006, the Village approved a Master Sign Plan for the Sears Centre building and property. In 2008, a minor amendment was approved. The sign plan provided flexibility and recognized that the arena was a very unique type of use and building and that unique signage was appropriate. In many cases, this signage was much larger and more prominent than that typically allowed on other projects, however, the plan was needed as a means for the Village to maintain control over the size and location of signs and ensure they remain compatible Village standards. Since the Village is now owner of the arena, the need to have a sign plan as a means to control signage is less important.

BACKGROUND: (Continued)

As Village experience with arena operations has grown, it has become apparent that some changes may be appropriate to the approved signs and greater flexibility is needed to match the evolving signage needs. Since the arena business is dynamic, it is important that the signage rules be flexible. The existing Master Sign Plan stipulates that amendments shall be processed through the formal zoning Planning and Zoning Commission public hearing process.

DISCUSSION:*Outdoor Events*

In order to reduce redundancy in the Village oversight of outdoor events at the Sears Centre Arena, it is recommended the special use conditions of approval be modified. Most of the conditions were procedural in nature and are no longer needed with the Village as owner. A few others can be managed more effectively by the Village on a case by case basis depending on the nature of the event involved.

Attached is the proposed change to the conditions of approval, with deletions marked with ~~strikethrough~~ and notes regarding how these items will be addressed by the Village in the future. This attachment combines all current conditions from three separate ordinances.

Master Sign Plan

After working with Global Spectrum for the past few years, a number of different signage issues have come up that are not completely consistent with the Master Sign Plan that was approved prior to the Village assuming ownership of the arena. These include both opportunities for new sponsorships, as well as event advertising requests. Staff is working with Global Spectrum to identify specific locations where new or different signage may be beneficial and where flexibility may be appropriate to accommodate possible future opportunities. Specific examples can be assembled and presented as part of the formal zoning process.

In order to consider potential amendments to make the Sears Centre Master Sign Plan more flexible and address issues related to the fact that the Village now owns the arena, it is recommended that the Planning and Zoning Commission be directed to hold the necessary public hearing to consider an amendment to the plan.

RECOMMENDATION:

Request:

- A. Approval of an amendment to the conditions of approval for the Sears Centre Arena regarding outdoor events.
- B. Direction to have the Planning and Zoning Commission consider amendments to the Sears Centre Arena Master Sign Plan.

Attachment

cc: Planning and Zoning Commission Members

SEARS CENTRE OUTDOOR EVENT SPECIAL USE CONDITIONS
Proposed Revisions to Special Use Conditions – April 9, 2012 (Page 1 of 2)

Deletions are shown with ~~strikethrough~~, notes are in *bold italics*, additions are underlined.

1. All conditions of approval included in Ordinance Nos. 3736-2005 shall remain in effect except #12 and #17. Ordinance 3988-2007 shall remain valid with the following changes:
2. ~~The petitioner shall obtain an approval letter from the Prairie Stone Property Owners Association for the proposed outdoor events. *NOTE: For events (including indoor events) which may have an impact on the local businesses, the Village typically notifies affected property owners directly, as well as the POA. This will continue to occur on a case-by-case basis as appropriate.*~~
3. ~~A minimum of 45 days prior to each event, the petitioner shall submit a site plan and written summary of the event to the Village. The plan shall detail the type of event, the portions of the site to be used, the types of structures planned, the parking management plan, security plan, location of restrooms, and any additional information as deemed appropriate by the Village. *DELETED - PROCEDURAL*~~
4. ~~No outdoor event shall be held without the property owner and operator having obtained a Special Event Permit from the Village in accordance with current procedures. The petitioner shall submit to the Village an executed contract with related supporting information, as requested. Village staff will review the request and issue the Special Event Permit if the event as planned will meet all codes and regulations. The petitioner shall obtain all other applicable permits for each event. A Special Event Permit shall not be required for tailgating activities. *DELETED - PROCEDURAL*~~
5. ~~The parking operations for each event shall be in conformance with the parking management plan that has been prepared for the Sears Centre site and shall be subject to Police hireback procedures as deemed necessary by the Village. *DELETED - PROCEDURAL*~~
6. ~~Any noise generated from an outdoor event shall not exceed State requirements. For any event that includes live music, the operation of motorized vehicles, or any other activity that, in the opinion of the Village, may exceed the State noise limits, the owner shall submit sufficient written documentation to demonstrate that the use will meet all noise limits and to indicate what measures will be taken in the event of complaints. The owner shall be subject to any applicable penalties if found to be in violation of current noise regulations. *DELETED - PROCEDURAL*~~
7. ~~No temporary lighting that will increase glare on adjacent properties shall be permitted for an outdoor event. No new permanent lighting shall be installed to accommodate outdoor events without proper site plan and building permit approval. *DELETED - PROCEDURAL*~~
8. ~~Fire lanes must remain open at all times. The location of fire lanes for each event shall be indicated on the site plan submitted to the Village in advance of the event and shall be in accordance with the requirements of the Village Fire Department. *DELETED - PROCEDURAL*~~

SEARS CENTRE OUTDOOR EVENT SPECIAL USE CONDITIONS
Proposed Revisions to Special Use Conditions – April 9, 2012 (Page 2 of 2)

9. ~~All portable restrooms, trash receptacles, tents, tables, stages, and all other items shall be removed from the property, or placed in an indoor storage area within 24 hours of an outdoor event. **DELETED - PROCEDURAL**~~

10. ~~The sales or serving of food and beverages shall only be done in accordance with all applicable code requirements. Any alcohol sold or consumed on the property shall be in accordance with all applicable codes and the liquor license that applies to the property. **DELETED - PROCEDURAL**~~

11. ~~This approval does not authorize any activities to occur within the Village-owned right-of-way. Any use of the public right-of-way shall be in accordance with current Village policies. **DELETED - PROCEDURAL**~~

12. ~~As part of any outdoor event there shall be no display, trading, sales, or any other activity involving any type of firearm or any weapon deemed illegal by Federal, State or Local Ordinance. **DELETED - PROCEDURAL**~~

13. ~~All alcohol sales shall be in conjunction with a wristband program. **NOTE: This varies per event, similar to the operation of indoor events and Village events elsewhere.**~~

14. ~~Outdoor music at any event shall cease promptly at 11:00 p.m. on Friday and Saturday, 10:00 p.m. Sunday and Thursday, and 9:00 p.m. Monday—Wednesday. **NOTE: The hours will be determined by the Village on a case-by-case basis depending on the nature of the event.**~~

15. ~~For all events with amplified music the Petitioner shall monitor noise with remote sound monitors at the property line and/or in the neighborhood throughout those outdoor events with amplified music. **NOTE: Methods of sound monitoring and control will vary on a case-by-case basis depending on the nature of the event.**~~

16. ~~Approval for outdoor events shall be valid for three years from the date of the original Village Board approval (until December 3, 2010). The approval shall automatically renew for two year increments as long as the operations remain in substantial compliance with the terms of the ordinance and all applicable codes. In the event the Village Board determines the use is not operating in substantial compliance, then the Village Board shall have the authority to revoke this approval. **DELETED - PROCEDURAL**~~

17. ~~Tailgating shall cease once the indoor event starts. **DELETED - PROCEDURAL**~~

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

**SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
APRIL 9, 2012**

PLANNING AND ZONING COMMISSION

March 21, 2012 Meeting

- 12 Oaks Condominiums, 1800 Huntington Boulevard, Ground sign variation - **APPROVED**
- Chase Bank (former Myoda), 1070 Roselle Road – Special use, preliminary and final plat of resubdivision and a preliminary and final site plan to permit a Chase Bank financial institution - **APPROVED**

April 4, 2012 Meeting

- Meeting Cancelled

April 18, 2012 Meeting

- Meeting Cancelled

May 2, 2012 Meeting

- No Petitioners Scheduled Yet

CURRENT ACTIVE PROJECT REVIEWS

These items are actively under review as part of a formal process

- Dog daycare facility, Glen Lake Retail Center, Special Use
- Bosch Rexroth, 5150 Prairie Stone Parkway – Site plan for wind tower
- Beverly Properties, Beverly/Higgins Roads – Annexation Agreement Amendment and Site Plan for apartments
- Bradwell Parcel – Annexation, site plan and subdivision for single family homes
- Shell Gas Station/Car Wash, W. Golf, Site plan amendment for accessory car wash building
- Barrington Lakes Apartments – Site Plan Amendment and Variation for fencing, gates, and parking lot changes
- Audi Car Dealership, former Village police building, site plan for new car dealership
- HE Park District Prairie Stone Wellness Center – Master Sign Plan
- HE Park District – Text Amendment for signs
- Zoning Code text amendment regarding communication antennas
- Subdivision Code text amendment regarding Complete Streets
- Subdivision Code text amendment to update outdoor lighting standards

ANTICIPATED UPCOMING PROJECTS

These items are in preliminary discussions and/or expected to proceed with a formal process in the near future

- ADP, 1950 Hassell Road – Site plan for parking lot changes
- Shree Jalaram Phase II, 425 Illinois Blvd. – Site Plan Amendment for building and parking lot expansion
- Heidner Gas Station, Hassell and Barrington – Site plan amendment for minor plan changes
- Marathon, 1300 Higgins Road - Site plan amendment for site improvements and Master Sign Plan
- Potential Text Amendment regarding the regulation of wind turbines on residential and commercial properties
- HE Park District Bridges of Poplar Creek Golf Course– site plan for hotel
- ABBHH, 1650 Moon Lake Boulevard - Master Sign Plan and Site Plan Amendment for site improvements

POTENTIAL FUTURE DEVELOPMENTS

The following properties have been the subject of recent discussions regarding possible future development – some efforts are geared toward marketing the properties and others are considering possible plan submittals.

- *Barrington Square Town Center* – The site plan amendment has been approved by the Village and the TIF public hearing occurred on April 2nd. Final TIF documents will be presented to the Village Board for consideration in the near future.
- *Vacant Beacon Pointe Phase 2* – discussions are occurring with both the residential and commercial owners regarding the issue of development timing related to the future Shoe Factor Road project
- *Vacant Fountain Crossings properties* – discussions continue primarily with the bank that owns 15 acres north of the Meijer property.
- *Vacant parcel on Barrington Road between Golf and Bode Roads (17 acres)* – inquiries have been made regarding possible alternative land uses for this B-2 Business zoned property.
- *Vacant parcel at Ela and Algonquin Roads (40 acres)* – a residential developer has made inquiries about this property, which is zoned R-4 One Family Residential.
- *Beverly Gravel Pit Property* – discussions are ongoing with the owner regarding potential future development projects beyond the currently proposed apartment project.
- *Various Prairie Stone Properties* – Planning staff continues to work with the Economic Development Division by participating in discussions with land owners and potential developers of various uses that would be appropriate in the 59/90 Entertainment District. This includes primarily properties at the intersection of Hoffman Boulevard and Route 59, and the vacant parcels to the east and west of the Sears Centre Arena. A primary goal is to find uses that complement the Arena and will attract more visitors to the area.

CONSTRUCTION INSPECTIONS AND MONITORING

Planning staff assists with landscape inspections, general project management, reviewing proposed field changes and generally overseeing the phasing of various developments. These projects are currently active.

- *Morizzo Funeral Home, 2550 Hassell Road* – Construction is underway.
- *St. Alexius Medical Center* – building expansion (ongoing monitoring)
- *Alexian Brothers Behavioral Health Hospital* – site improvements (ongoing monitoring)
- *Shree Jalaram Temple* – building and parking expansion (parking lot work completed)
- *Heidner Retail Buildings at Barrington and Hassell Roads* – (ongoing monitoring)
- *Dino Alex Retail Building at Golf and Roselle Roads* – awaiting final site work
- *Hoffman Plaza Façade Improvements* – final work being completed

RESIDENTIAL SUBDIVISIONS

There are currently no active residential subdivisions being constructed. Planning staff has been actively involved in working on these projects, which are in various stages of completion.

- *Beacon Pointe Phase 1* – Subdivision has been accepted and is the maintenance phase.
- *Beacon Pointe Phase 2* – Ryland Homes – no activity at this time
- *Beacon Pointe Drive extension* – Staff is working with Engineering to get the road and landscaping completed with the project guarantee money that was recently received. Staff is working to maximize the amount of work that can be completed with the available funds.
- *Devonshire Woods* – Developer is working on final improvements.
- *Yorkshire Woods* – Final items are nearing completion.
- *Autumn Woods* – The property is being marketed for sale.

GENERAL ACTIVITIES

General Planning Efforts – A representative of the Planning Division continues to participate in the staff-level *Into the Future Committee* that meets monthly to discuss improving Village operations that will help the Village connect more strongly with current and future citizens. Active efforts include streamlining the Village's packet process and reducing paper usage by making packets available electronically. The Committee is also discussing the conversion of existing forms to electronic fillable/savable versions for residents and job applicants to use, in keeping with the Village's recently adopted goals.

Planning responded to several Freedom of Information Act and GovQ&A requests during the past month. These requests generally involve research and review of site plans, ordinances, meeting minutes, correspondence and other documents.

Planning staff is continuing to work with the Transportation and Engineering Division on Canadian National Railroad improvements, including the design for a new sound wall. Planning is also assisting with discussions regarding the Hassell Road project, Tollway widening, Barrington Road Tollway Interchange, PACE Park & Ride locations, and several bike route/path projects.

Planning staff continues to attend NWMC Bicycle Committee meetings.

Village Website – Planning staff continues to regularly update the Planning, CDBG, Census, Green, Grants, and Economic Development portions of the Village website. Upcoming efforts will involve changes related to the new Planning and Zoning Commission.

Economic Development/Marketing/Promotional Items

Planning staff continues to create the graphics for events and perform all regular updates to the Village's www.visithoffman.com tourism website, where detailed information can be found on events, dining, lodging, entertainment, and shopping opportunities.

Planning staff is actively working with staff members from other Departments/Divisions on various efforts including the set-up and implementation of a new web-based program that will greatly improve the ability of users to find available properties online, with the goal of having this implemented prior to the ICSC conference in May. Staff is also upgrading the Economic Development web pages, preparing materials for the ICSC conference, developing a consistent image for various marketing materials, and other general promotional efforts.

Planning staff continues to work with the Economic Development Division on marketing and branding for the Poplar Creek at 59/90 Entertainment District. Several potential new developments have been discussed with property owners, including two new potential restaurants, and staff is working to try and facilitate these projects. Certain properties are in the foreclosure process, which has hampered some efforts.

The Planning Director continues to work with the Economic Development Director and others on several potential redevelopment opportunities of key properties in the Village.

GREEN INITIATIVES

The Planning Division maintains up to date information on current green programs under the Village's Growing to Greenness initiative on the Village's website at www.hoffmanestates.org/green.

Green Business Recognition Program - The Green Business Recognition Program launched in March 2011 and ten applications for recognition have been submitted. The first *Green Businesses* were announced in early July via a press release and a posting on the Village website (Green Page). The application for green business recognition is located on the Village's website on the *Growing to Greenness* page or the *Business* tab on the main page. The Green Initiatives Commission has discussed a business outreach effort but has not yet contacted any businesses.

Activities and Awards –

- The Village applied for the U.S. Conference of Mayors “City Livability Award”. The Nine finalists did not include Hoffman Estates.
- The Village applied for the 2012 Mayor’s Climate Protection Award.
- Beginning in May, residents and businesses will be able to drop off their cartridges at the Village Hall, similar to the existing small electronics and battery recycling programs. A program notice will be in the *May Citizen*.
- Ashley Monroe and Sarah Kuechler have been working to develop a draft Village Sustainability Plan after Village Board approved amendments to the Energy Efficiency and Conservation Block Grant in late February. Staff level meetings are occurring to review the Village’s current “green” programs and identify potential future sustainability projects and goals. Committee, Commission, and Village Board review and comments on the draft is anticipated later this summer.
- Ashley Monroe attended the SWANCC meeting on March 23rd.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

The Division maintains up to date CDBG Program information, including copies of past documents, public meeting notices, RFPs, and current status for ongoing CDBG activities on the Village’s website at www.hoffmanestates.org/cdbg.

General - The Village’s Program Year 6 allocation is \$272,165, which is approximately 17% less than the previous year due to federal budget reductions. As part of the 2011 Annual Action Plan, the funds will be allocated based on Village funding priorities. The budget allocation for the 2012-2013 Federal fiscal year was announced in early February. The allocation anticipated will be \$259,504. This amount is close to a 5% drop from the current year’s allocation. Development Services staff met to discuss potential 2013-2015 infrastructure projects funded by CDBG money. HUD sent a follow-up letter, accepting the Village’s comments on the end-of-year report for the 2010 Program Year and the conclusion of the 2006-2010 CDBG Consolidated Plan.

5-Year Consolidated Plan and Annual Action Plan - Staff completed the draft five-year Consolidated Plan 2011-2015 that includes the 2011 Annual Action Plan. This Plan addresses Village program goals for the next five years. The Plan was sent to HUD and reviewed by their staff prior to the upcoming Program Year, which began October 1st. Staff received the letter HUD sends each year stating acceptance of the Village’s Plan. Village staff has begun to draft the 2012 Annual Action Plan. A public hearing will take place in June or July, with Village Board review in July.

Single-Family Housing Rehabilitation - North West Housing Partnership (NWHP), acting as the Village’s subrecipient, is currently working with several homeowners on the loan and construction application process for single family home rehabilitation projects. A total of 29 projects have been completed since 2006. Several households are on the current waiting list and moving through various stages of the application process. Village staff completed requirements for six environmental reviews for potential rehabilitation projects.

Infrastructure Improvements – Staff is working with Novotny consultants on Phase II of the Barrington Square neighborhood lighting improvements. H&H Electric Company has completed work on the lighting improvements and will be working with Public Works to finalize the project. Ashley Monroe went on-site on March 6th to complete CDBG construction monitoring requirements. The Village received bids for the installation of light poles on August 15th and the proposed bid was brought to Committee on August 22nd. A pre-construction meeting was held in October and construction is planned in spring 2012.

GRANTS

The Planning Division maintains up to date information, including a summary of current grant efforts and transparency reporting information, on the Village’s website at www.hoffmanestates.org/grants.

Staff continues to search for and investigate new grant opportunities through a variety of sources. Ashley Monroe has worked with facilities maintenance staff to determine if planned capital projects are eligible for state funding assistance. Applications for assistance have been submitted to DCEO and staff received a notice to proceed. Projects applied for will be funded by the EECBG funds. A full spreadsheet of all grants is available at www.hoffmanestates.org/grants.

LEAP Grant - Staff continues to act as support for Emergency Management in the completion of this project. The Draft Energy Assurance Plan and report will be brought to Committee for review prior to submission to the Department of Energy in May. The EAP is intended to supplement the Village's existing Emergency Operations Plan, and to be the primary source of information in the event of an energy disruption. Discussion with local businesses regarding responses in an energy emergency will follow review of the EAP. The Village has requested a one quarter extension to complete this project, to end the grant period on June 30, 2012.

CPPW Grant - Planning staff assisted the Transportation Division on the grant for bike route signs and the creation of a complete streets resolution. Peter Gugliotta is participating as a member of the Steering Committee for this project. A Complete Streets resolution was approved by the Transportation and Road Improvement Committee meeting in October. Staff is working on draft code revisions to supplement the Complete Streets goals described in the resolution and will bring the draft changes to Committee in upcoming months. Bike route signage has completed installation.

TIGER IV Grant - Planning assisted the Transportation Division with the application for assistance with the Barrington Road full interchange project in the fourth round of Transportation funding. The Village proposal was not selected for funding in the previous funding opportunity.

RTA Flexible Transit Service Operations Study Grant – Jim Donahue is working with the Transportation Division to manage the consultant who has been hired to complete the work on this grant. Meetings with the Steering Committee will be forthcoming this month to review the first phase of the study.

Energy Efficiency and Conservation Block Grant – Ashley Monroe continues to work with the Departments of Development Services and Public Works on completion of EECBG projects and has initiated development of the Village Sustainability Plan as part of the EECBG program. Amendments to the current EECBG budget and energy conservation strategy were brought to Committee for consideration on February 27th and have been accepted by the Department of Energy. The grant period ends in September 2012. Staff will be completing the next reporting period April 1-14, 2012.

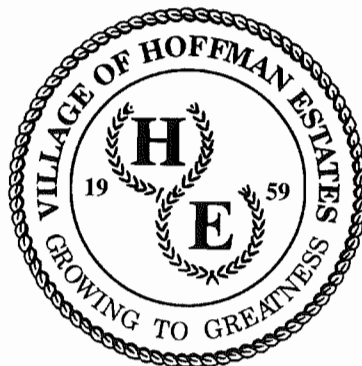
A copy of the current grant summary document is attached.

A handwritten signature in black ink, appearing to read 'Peter Gugliotta', is written over a horizontal line. The signature is stylized and cursive.

Peter Gugliotta, Director of Planning Division

Village Grant Summary Information (current as of March 2012)

ARRA Grant	Amount Received	Amount Expended	Project	Status
Energy Efficiency and Conservation Block Grant (EECBG)	\$515,100	\$412,579.75	Fund initiatives for public facilities and residents.	The Energy Assessment program continues and Code staff BPI certified (energy certification). Parking lot lighting, Village Hall exterior canopy lighting, interior lighting at Public Works buildings, and Village Hall roof projects complete. All recycling containers & the hybrid vehicle purchased. Paid invoice for HVAC system update at Vehicle Maintenance. Staff initiated work on Sustainability Plan. Funding drawn for staff time.
Local Energy Assurance Planning (LEAP) Grant	\$98,556	\$61,397.97	Create emergency energy plans; assess Village facilities; education for local businesses	Some staff time drawn for project management and RFP work. Task force meetings held. Plan draft complete but needs Board review. Assessments of Village energy readiness complete. Participated in regional exercise.
Communities Putting Prevention to Work (CPPW)	\$48,000 plus \$10,000 supplement	\$42,690.45	Install bike route signs, complete streets resolution, code revisions	Signage installation completed in October and paid installer. Active Transportation Alliance has reviewed Code and staff has begun internal review. Some funds drawn for staff time.
Non- ARRA Grant	Amount Allocated/ Received	Amount Expended	Project	Status
Illinois Department of Commerce and Economic Opportunity (DCEO) Energy Efficiency Incentives	\$25,790	\$21,319 (reimbursed)	Supplemental funding for multiple lighting projects funded by the Energy Efficiency and Conservation Block Grant (EECBG).	4 lighting projects have been completed and received reimbursement. Waiting on completion of additional lighting projects before \$4,471 rebate is received.
Firefighters Assistance Grant from FEMA	\$312,000	\$312,000	Purchase 13 Cardiac Monitors and Defibrillators.	Vendor selected and item brought to Village Committee on Feb. 28 th for approval to purchase monitors for \$371,925.
Emergency Operations Center – Technology Grant	\$70,000	\$62,319.02	Federal funding for technology at the new EOC, including communications and video equipment.	All equipment has been purchased.
Illinois Department of Commerce and Economic Opportunity (DCEO) Construction Grants	\$1,325,000	\$1,325,000	Reimbursement funding for construction costs at Police & EOC Building, 411 W. Higgins Rd.	Village has received all five and staff is closing out the grants.
Metropolitan Mayors Caucus (MMC)	\$29,926	\$0	Reforestation grant for planting trees to replace Ash trees to prevent infestation of Emerald Ash Borer.	Initiated reforestation. Will invoice when complete, early 2012.
Federal Emergency Management Agency (FEMA)	\$49,760	\$31,639.20	Pays 80% of Fire Department employee physicals.	A portion of the physicals have been completed. An extension has been given into summer 2012.
Illinois Department of Transportation (IDOT)	\$50,000 (90% grant) Village share: \$5,000	N/A	Evaluation of intersection safety in location of Bode and Gannon and Bode and Salem as part of planned future Surface Transportation Projects (STP). Joint project with Village of Schaumburg.	Award granted in August 2010. Staff coordinating with Schaumburg & has short list of consultant proposals.
Regional Transportation Authority (RTA) Grant	TBD, estimated \$75,000-\$80,000	N/A	Study to identify and create operating plans for a flexible route (hybrid of traditional fixed and curb to curb service) bus transit service in parts of the Village.	Staff has met with RTA and has been submitting information to the selected consultant in preparation for the study.



CODE ENFORCEMENT
MONTHLY REPORT
SUBMITTED TO PLANNING, BUILDING & ZONING COMMITTEE
APRIL, 2012

Attached is the monthly report for Code Enforcement for the period ending March 31, 2012.

Don Plass, Director of Code Enforcement

ACTIVITIES

On March 2, 2012, Jeff Mattes and Ray Norton attended the Suburban Building Officials Conference in Lisle, Illinois. The topic was "ICC 2012 International Building Code (IBC) Update" in the morning and the afternoon was "ICC 2012 International Fire Code (IFC) Update."

On March 13, 2012, David Banaszynski attended the Environmental Health Practitioner's Board Meeting in Springfield.

On March 16, 2012, Tim Meyer and John Cumpek attended the Suburban Building Officials Conference in Lisle, Illinois. The topic was "Underwriters Laboratories Fire Resistive Construction" in the morning and "Fire Performance of Light Weight Engineering Lumber" in the afternoon.

On March 21, 2012, Kathy Cohen and Sue Wenderski attended the Association of Building Coordinators of Illinois (ABCI) meeting in Buffalo Grove, Illinois. The speaker was Jim Thompson of the Illinois Emergency Management Agency to discuss disaster preparedness.

On March 23, 2012, Harry Gunderson, John Cumpek, Jeff Mattes and Bill Chlebik attended the Suburban Building Officials Conference in Lisle, Illinois. The topic was "B & F Technical Services Short Topics."

On March 28, 2012, David Banaszynski attended a meeting sponsored by the EPA on the new Lead Renovation and Repair Rule in Des Plaines.

EMERGENCY CALL OUTS

On March 6, 2012, John Cumpek was called out to Shear Magic at 2328 Hassell Rd. where a car went through window.

On March 8, 2012, John Cumpek was called out to 1st Place Sports Bar at 1736 W. Algonquin Rd., where a car went through the window.

On March 28, 2012, Don Plass was called out to a fire at 1995 Oxford Ct.

GARAGE SALE PERMITS

9 Garage Sale permits were issued

DEMOLITION PERMITS

No demolition permits were issued

CONSTRUCTION INSPECTIONS

Inspections performed:

Structural	66	Fences	3
Electrical	25	Roofing/Siding	21
Plumbing	18	Patios/Driveways	10
Mechanical	16	Decks	0
Other	8	Sheds	2

FIRE INSPECTIONS

Annual	149
Reinspections	103
Business Licenses Inspections	6

ENERGY AUDIT TESTING

No Energy audits were performed

BACKFLOW TESTING

107 Backflow devices were tested

CITATIONS

Wheels L.T.
1585 Barrington Rd.
Parked in posted fire lane

William Shaffer
4970 Chambers
Improper storage

Honda Leasing
2500 Beverly
Parked in posted fire lane

Anthony Kozlowski
715 Mohave
Failure to maintain house & garage

Mariusz Sitkowski
3885 Charlemagne
Improper storage

Nipul Patel
5560 Brentwood
Columns on the right of way

Choice Plumbing
1555 Barrington
Parked in a posted fire lane

Protium REO 1 LP
1430 Bedford
Failure to maintain house & garage

CODE ENFORCEMENT MONTHLY REPORT

APRIL, 2012

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B & R General Construction Inc. (2)
2599 W. Higgins
Failure to comply with permit conditions

Jack Miller
2221 Harwinton
Failure to maintain windows

Ubaldo Pacheco
1585 Barrington
Parked in a posted fire lane

Dewitt Krumm
780 Park
Trailer on unapproved surface

Ghanshyam Patel
1140 Apricot
Exterior sanitation

Maxim Entertainment Group
2400 Hassell Rd. Suite 430
Failure to pay Groot Bill

David Knox
1779 Burr Ridge
Inoperable Vehicle

James Burns
1635 Chesapeake
Plow stored on driveway

Serafin Jimenez
1960 Swindon
Removal of Placard

Virtual Bank
1060 Harmon
Fence in disrepair

Albert Ferguson
4160 Victoria
Roof in disrepair

Gonzalo Vega
799 Randi
Failure to obtain pet licenses

Federal National Mortgage Assoc.
4160 Victoria
Vacant Property in Disrepair

Kris Kim
961 Freeman
Pool & Deck in disrepair

Larry Gray
1695 Kingsdale
Failure to remove outside storage

Leo Kendra
1225 Dovington
Ground Feeding Animals

Mohammad Basith
230 Illinois
Exterior Sanitation

Tanya Adams
600 Ashland
Inoperable Vehicle

Mohammad Basith
230 Illinois
Inoperable Vehicle

Albert Ferguson
4160 Victoria
Vacant Property in Disrepair

CODE ENFORCEMENT MONTHLY REPORT

APRIL, 2012

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Satish Shah
1981 Dunmore
Failure to remove dead / dying tree

Gary Catton
1685 Bedford
Vacant property in disrepair

Satish Shah
1981 Dunmore
Accessory structure in disrepair

Federal Home Loan
645 Randi
Vacant property in disrepair

Satish Shah
1981 Dunmore
Exterior Sanitation

Freight Specialties
1585 Barrington
Parked in posted fire lane

Gloria Bergard
2060 Hilltop
Vacant property in disrepair

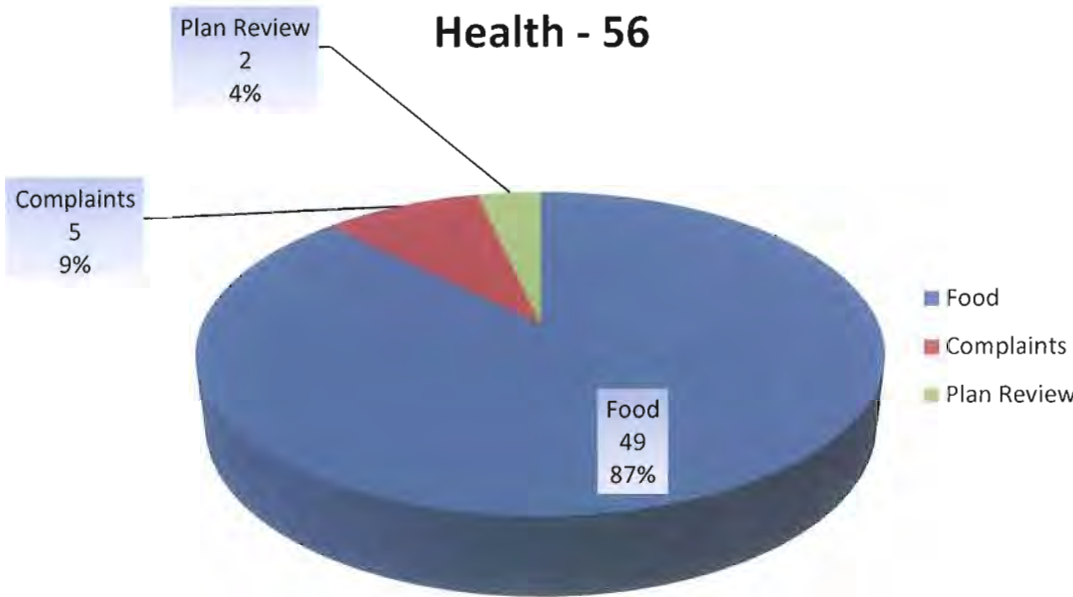
Jaleh Pashazadeh
1120 Gannon
Vacant property in disrepair

MULTI-FAMILY LICENSING REPORT

The Fire and Code inspections are ongoing.

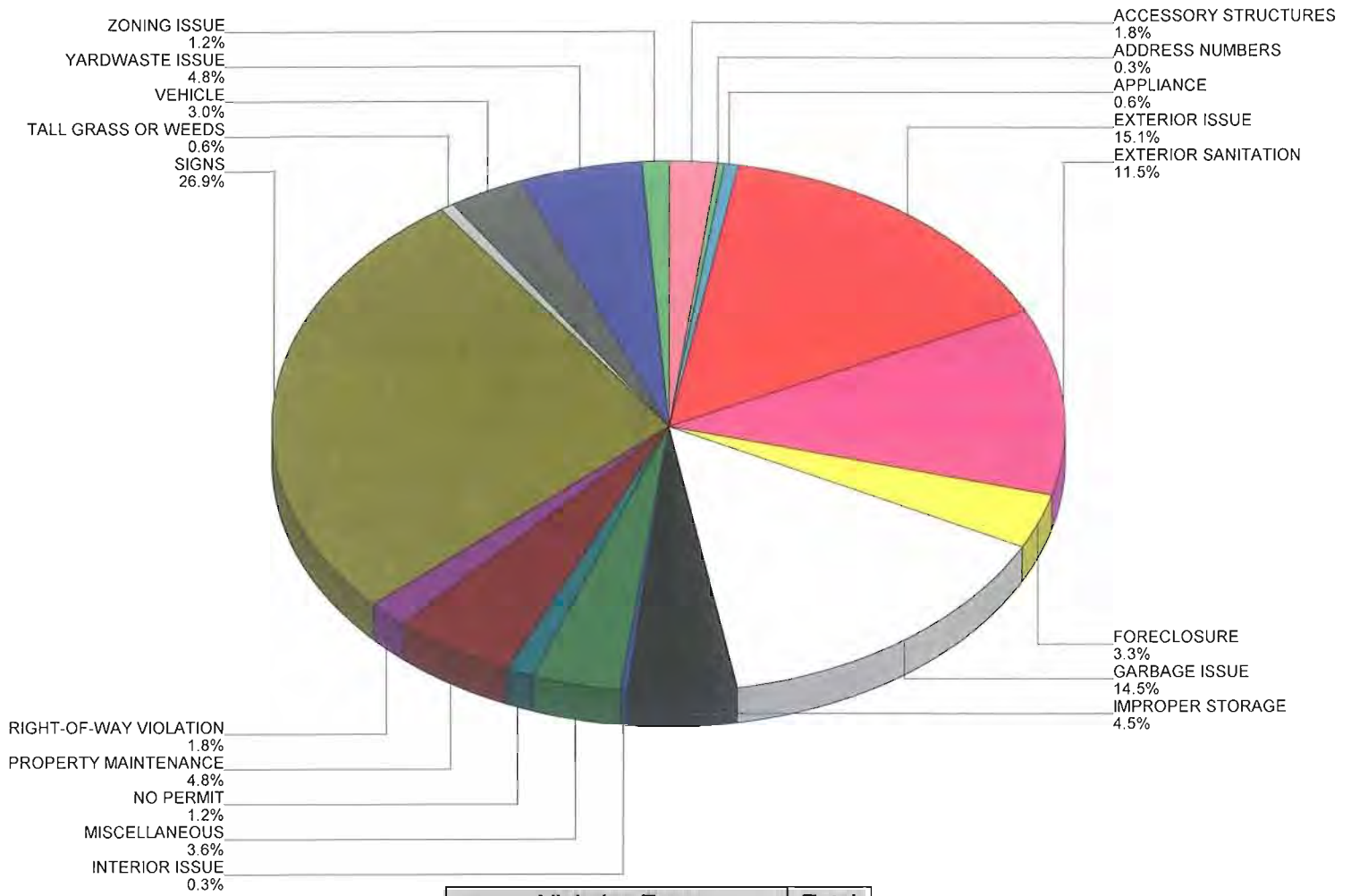
ENVIRONMENTAL HEALTH INSPECTION REPORT

Inspections are performed mainly at food establishments; however the Health Officer also inspects day care centers, public pools, beauty salons etc. Food establishments are divided into the risk categories of high, moderate or low risk. 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.



Activity	This Month	Year to Date
High Risk Food	10	89
Med Risk Food	37	48
Low Risk Food	2	7
Swimming Pools	0	0
Plan Review	2	8
Day Care	0	0
Complaint	5	13
Totals:	56	165

Monthly Code Violation Summary Report 3/1/2012 - 3/31/2012



Violation Type	Total
ACCESSORY STRUCTURES	6
ADDRESS NUMBERS	1
APPLIANCE	2
EXTERIOR ISSUE	50
EXTERIOR SANITATION	38
FORECLOSURE	11
GARBAGE ISSUE	48
IMPROPER STORAGE	15
INTERIOR ISSUE	1
MISCELLANEOUS	12
NO PERMIT	4
PROPERTY MAINTENANCE	16
RIGHT-OF-WAY VIOLATION	6
SIGNS	89
TALL GRASS OR WEEDS	2
VEHICLE	10
YARDWASTE ISSUE	16
ZONING ISSUE	4

TOTAL 331

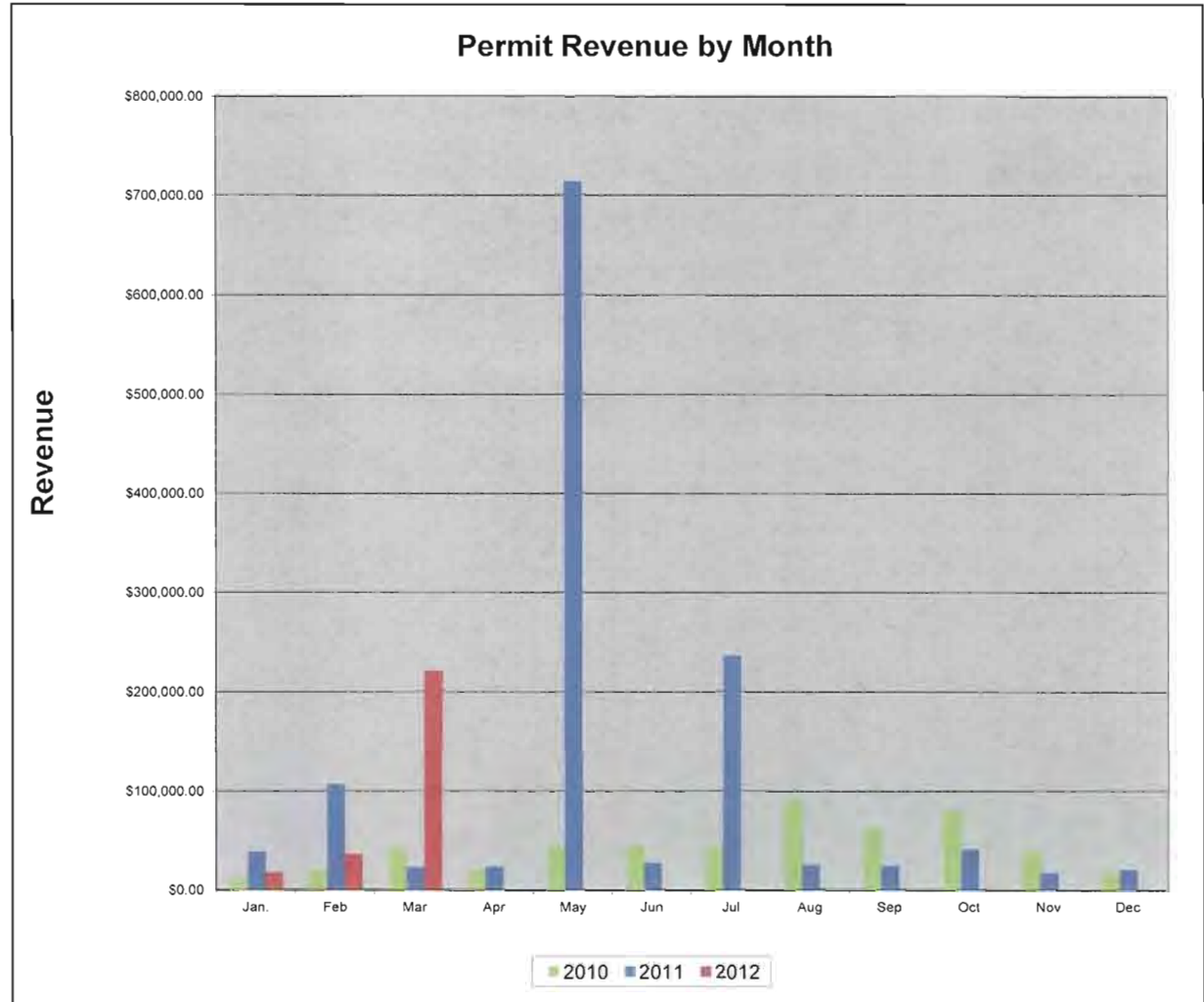
PERMIT REPORT

DESCRIPTION	2011 YEAR-TO-DATE # OF PERMITS (not including current month)	2011 MARCH # OF PERMITS	2011 TOTAL YEAR-TO-DATE # OF PERMITS	2012 YEAR-TO-DATE # OF PERMITS (not including current month)	2012 MARCH # OF PERMITS	2012 TOTAL YEAR-TO-DATE # OF PERMITS
Business Remodeling	13	5	18	5	7	12
Demolition	0	0	0	0	0	0
Driveways	0	4	4	0	0	0
Electrical	17	5	22	18	10	28
Fences	0	3	3	2	11	13
Mechanical	21	5	26	22	8	30
Miscellaneous Permits	0	5	5	28	17	45
Multi-Family Remodeling	4	0	4	0	0	0
New Business	0	0	0	1	0	1
Plumbing	42	24	66	45	21	66
Pools - Above Ground	0	0	0	0	0	0
Pools - In-Ground	0	0	0	0	0	0
Residential Decks	0	2	2	1	0	1
Residential Patios	0	2	2	0	0	0
Residential Garages	0	0	0	1	0	1
Residential Remodeling	8	7	15	14	7	21
Residential Sheds	0	0	0	0	0	0
Roofs/Siding	25	52	77	30	11	41
Signs	8	11	19	26	6	32
Single Family Residences	0	0	0	0	0	0
Automatic Fire Alarms	10	2	12	8	2	10
Other Fire Suppression Systems	2	0	2	1	1	2
Fuel Storage Tanks	0	0	0	0	0	0
Hood & Duct Mechanical	0	0	0	1	0	1
Hood & Duct Suppression	1	1	2	0	1	1
Open Burns	0	3	3	3	1	4
Automatic Sprinklers	9	1	10	8	0	8
Temporary Heating	0	0	0	0	0	0
Lock Boxes	5	0	5	1	2	3
Pyrotechnic Displays	0	0	0	0	0	0
TOTALS	165	132	297	215	105	320

Permit Revenue Comparison

2012 Budget: \$650,000.00

Year	2010	2011	2012
Jan.	\$9,880.67	\$38,524.80	\$17,584.66
Feb	\$19,712.60	\$106,450.76	\$36,310.20
Mar	\$41,163.02	\$22,936.21	\$220,507.90
Apr	\$20,664.39	\$23,549.25	
May	\$42,397.85	\$713,229.70	
Jun	\$44,626.83	\$27,389.90	
Jul	\$41,530.49	\$236,101.48	
Aug	\$90,310.95	\$25,465.02	
Sep	\$63,302.03	\$24,462.21	
Oct	\$79,677.79	\$41,035.00	
Nov	\$38,217.49	\$17,015.50	
Dec	\$16,576.60	\$20,420.60	
Revenue	\$508,060.71	\$1,296,580.43	\$274,402.76



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

**ECONOMIC DEVELOPMENT/TOURISM MONTHLY REPORT
APRIL 2012**

GENERAL

- ◆ Initiated efforts to get a \$2,000 sponsorship by Archon Group to initiate a Poplar Creek at 59/90 website.
- ◆ Led activity to bring Prairie Stone Crossing, Poplar Creek Crossing, Archon Group, Village Tourism, and Economic Development, plus a web developer to review the viability of a 59/90 website. The goal would be to package the entire area as a destination for dining, shopping, and entertainment.
- ◆ Meeting with CMAP Economic Development Advisory Committee to investigate recruiting a Manufacturing Institute in the Chicago area.
- ◆ Ongoing collaboration with the Saddle Room to move into the actual construction phase.
- ◆ Supplied the Daily Herald with information on manufacturing open house at BIG Kaiser on April 18.
- ◆ Investigation of a DCEO federal grant to upgrade Internet speed to a portion of the community.
- ◆ Worked on a Redevelopment Agreement for Barrington Square Town Center.
- ◆ Significant time and effort toward developing a contract to upgrade the Village's property listing with GIS Planning/ZoomProspector. Data has been inputted and training will be scheduled.
- ◆ Coordination with land owners on the purchase of two properties in the central area of Hoffman Estates.

OFFICE/INDUSTRIAL

- ◆ Attendance at a manufacturing advisory group at Harper Community College to strengthen their hi-tech manufacturing program.
- ◆ Staff meetings with Tate & Lyle and the Village regarding a food tasting event scheduled for October 2012. Community college culinary programs will be part of a "cook-off" competition.
- ◆ Attendance at an Association of Industrial Real Estate broker luncheon.
- ◆ Meetings with BIG Kaiser to plan a manufacturing open house at their facility on April 18.
- ◆ Further conversations with Inland Group regarding succession planning for the AT&T facility.
- ◆ Contacts to assist in leasing or selling vacant office space and buildings.

RETAIL

- ◆ Numerous calls to brokers to schedule appointments at the ICSC in May.
- ◆ Meetings with investment group exploring a purchase of Hoffman Plaza. Incentive amount discussed was determined to be insufficient. Investors are still reviewing options.
- ◆ Continued dialogue and discussions with potential tenant for the former Michael's Crafts location in Golf Center Shopping Center. Discussions have been necessary with center owner as well.
- ◆ Conversations with a major retailer to amend an incentive agreement are moving closer to completion.
- ◆ Conversations with broker representing Metro Bank (former Shell at Roselle and Higgins Roads) regarding activity on the site. There has been none.
- ◆ Collaboration with numerous property/building real estate brokers to gather for sale or lease property flyers.
- ◆ Chamber Expo meetings to plan for the summer event.
- ◆ Ongoing marketing efforts with the marketing team comprised of Emily Kerous, Linda Scheck, Doug Schultz, Peter Gugliotta, Josh Edwards, and Paula Moore. Currently focused on the Zoom Prospector property database.


TOURISM**Hotel Stakeholders/Sears Centre Arena:**

- ◆ Reviewed spreadsheet of potential hotels for team lodging with Big Ten staff. Provided suggested practice court locations to staff for their consideration. Next steps will be to meet with Big Ten staff to determine team placement, attempting to capture teams at Chicago Marriott Northwest and staff at Hilton Garden Inn, but staff is currently leaning towards Schaumburg Renaissance. Met with returning Village/SCA staff to view video clips, photos, and collateral designed for Big Ten in Indianapolis this year.
- ◆ Assisted Chicago Slaughter in distributing flyers and ticket offerings to advance ticket sales for their Star Wars/Police and Fire themed game on March 31.
- ◆ Sent contacts to Chicago Express to advance ticket sales.
- ◆ Met with Grand Sports Arena ownership regarding their new professional Soccer Team, the Chicago Kick, and ongoing efforts to organize fall youth soccer tournaments.
- ◆ Created request for rate bid sheet for David Cup Tennis Tournament (September 8-17, 2012, and subsequent years to 2017), IHSA Competitive Dance bringing demand for 1,050 room nights in January, and Illinois Recreational Cheerleading Association for December 2012. Compiled rate offerings and submitted to SCA staff for bid packets. Also designed recap sheet showing the 8 hotels in Hoffman Estates, number of rooms, and distance from the arena for broad arena use.

- ◆ Attended Chicago Convention and Visitors Bureau recap meeting to get better information on NATO Summit meeting (G8 cancelled).
- ◆ Defining restaurant solicitation packet for Sister City Food Event, “Shop local, eat global”. Met with Northwest Suburban Woodfield Convention and Visitors Bureau Chef’s fest organizers and Prairie Center for the Arts development team that hosts “Backstage Cabaret” to learn specifics of restaurant participation in food tasting events.
- ◆ Toured Hilton Garden Inn to view renovations and discuss their requests for additional signage, et al.
- ◆ Nominated LaQuinta management team for Great Citizens Award following massive blanket donation for the homeless in cooperation with Hoffman Estates Police Department Explorers.

Business Retention:

- ◆ Created photo montage and hosted recap meeting with Alexian Network (Matt Wakely and Mark Frey) to view video from previous Fitness for America Festival and thank them for signing on for another \$20,000 sponsorship package with our festival this year. 2012 push – getting families involved in fitness – continue to offer kids events at no cost.
- ◆ Attended ribbon cutting/grand opening of Eshticken Pizza. Planned follow-up meeting with owners to assist in marketing their business.



Gary Scoog, Director of Economic Development