

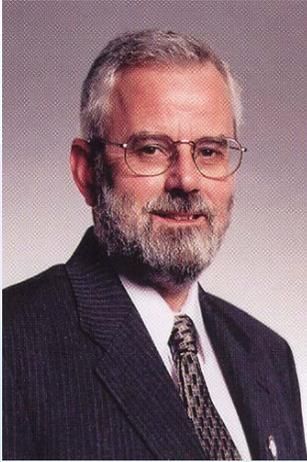
# Village of Hoffman Estates 2009 Annual Report



*Growing to Greatness!*



# Village of Hoffman Estates Elected Officials



**WILLIAM D. MCLEOD**  
VILLAGE PRESIDENT



**KAREN V. MILLS**  
TRUSTEE



**CARY J. COLLINS**  
TRUSTEE  
DEPUTY VILLAGE PRESIDENT



**RAYMOND M. KINCAID**  
TRUSTEE



**JACQUELYN GREEN**  
TRUSTEE



**ANNA NEWELL**  
TRUSTEE



**GARY J. PILAFAS**  
TRUSTEE



**BEV ROMANOFF**  
VILLAGE CLERK



# Table of Contents

Village of Hoffman Estates Elected Officials.....	2
Village Manager’s Message.....	4
2009 Development Highlights.....	6
Department of Development Services.....	7
Code Enforcement Division.....	7
Planning Division.....	7
Transportation and Engineering Division.....	9
Fire Department .....	11
Department of General Government .....	13
Cable TV.....	13
Corporation Counsel.....	13
Finance Department .....	14
Human Resources Management.....	15
Department of Health & Human Services .....	16
Department of Information Systems .....	17
Police Department .....	18
Department of Public Works.....	23
Village Clerk .....	26
Boards & Commissions.....	26
Community Information.....	27
Village Contact Information.....	28
Addendum.....	29

# Village Manager's Message



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

Ladies and Gentlemen:

In 2009, the Village of Hoffman Estates was continuously affected by the resounding impact of the "Great Recession." Since August 2008, the Village has experienced an unprecedented downturn in revenue due to the economy. Through the efforts and resourcefulness of all Village departments as well as the leadership of our elected officials, we have been able to maintain the high service levels expected by both our residents and businesses.

The Village celebrated its 50<sup>th</sup> Anniversary in 2009. Events were planned by the 50<sup>th</sup> Anniversary Commission, chaired by Village Clerk Bev Romanoff, and culminated in a large Anniversary Gala at the Marriott Chicago Northwest. The anniversary festivities were a great success that many will talk about for years to come.

During 2009, the Village also dramatically expanded our use of social media through use of Twitter, Facebook, YouTube and Flickr, expanding the way we communicate with residents, businesses and those interested in developing in our community. The Village also expanded our transparency initiative, significantly increasing the number of documents stored on the Village website.

Although growth in the business sector has slowed throughout the nation, the Economic Development Division continued to work hard at retaining businesses and stimulating opportunities for growth within the Village.

Signs of growth and business retention include:

**Mori Seiki:** The worldwide toolmaker, Mori Seiki, opened their 102,000-square-foot building in November in the Huntington Woods Corporate Center. The three-day grand opening attracted 3,000 buyers, suppliers and partners from around the world.

**Prairie Stone Corporate Center:** Two new companies moved into developed property in the Prairie Stone Corporate Center, including Daiichi Sankyo, a Japanese pharmaceutical company, and World Color, a printing company.

**Entertainment District:** To better identify and brand the emerging Entertainment District, including the two anchors, Cabela's and Sears Centre Arena, the Village approved a new logo using the name "Poplar Creek at 59/90" with the goal of providing highway coordinates for a destination of entertainment, shopping and fun.

Lastly, the Village is also "Growing to Greenness." The Village Hall renovation was completed in early 2009, along with the new "green" Fire Station 24, which is well on its way to becoming the first LEED-certified fire station in the state of Illinois. The new "green" Police Station took shape, and we are looking forward to its grand opening in the summer of 2010. The Village offers many environmentally friendly services ranging from rain water barrel purchase to electronics recycling events. As always, for these and other Village programs, please visit the Village website at [www.hoffmanestates.org](http://www.hoffmanestates.org)

On behalf of the Village President and Board of Trustees, Management Team and staff of the Village of Hoffman Estates, I am proud to present the 2009 Annual Report.

Sincerely,

James H. Norris  
Village Manager



# 2009 Development Highlights

Director of Development Services: Mark Koplin

## Introduction

The key directive in 2009 was to “maintain and improve services with fewer resources, while shifting priorities.”

The Development Services Department continues to work with developers and homebuilders, but those activities have diminished dramatically. In the face of staff reductions, the Department continues to manage all of the usual annual programs, but in 2009 sought funding opportunities and other activities to compensate for the decrease in funding from the Village’s General Fund. Staff successfully pursued grant opportunities for infrastructure and other programs, bringing in tens of thousands of dollars. These activities were beneficial to the Village as a whole and made productive use of staff time in a down economy.

The Development Services Department is comprised of Economic Development, Planning, Transportation and Engineering, and Code Enforcement. The Divisions continue to work in cooperation to advance development proposals, to plan for the future of Hoffman Estates, and to maintain property values through active enforcement of the property maintenance code.

## Development Highlights

The 2009 Chicagoland economy mirrored the national economic downturn. The Village has seen some signs of a recovery, but they are coming very slowly. In comparison to other municipalities, Hoffman Estates stayed in the economic game with the opening of two new American corporate headquarters for international companies with a third under construction in 2009.

### Office/Light Industrial

Mori Seiki (a worldwide toolmaker) celebrated the grand opening of their 102,000-square-foot building in early

November with a three-day open house demonstrating their tools, and drawing approximately 3,000 buyers, suppliers, and partners from around the world. Hoffman Estates is fortunate to have a company regarded as one of the world’s leading global producers and distributors of machine tools. Believing in the

total package, Mori Seiki has 100 technical centers around the world offering 24/7, service support 365 days a year. BIG Kaiser moved into their 32,000-square-foot facility in mid-December. In part, BIG Kaiser, another precision toolmaker, decided to relocate in Hoffman Estates to be close to Mori Seiki, one of their major business partners.

JCL Bioassay broke ground in June for their 22,200-square-foot laboratory and office building in the Prairie Stone Business Park. JCL expects to be open in spring 2010, bringing 55 employees to Prairie Stone. JCL performs quality control testing of pharmaceutical products. The Village welcomes this new biotech company to the impressive variety of companies in the business park.

Two new companies moved into the Prairie Stone Business Park, including Daiichi Sankyo, a Japanese pharmaceutical company

(occupying 10,000 square feet) and World Color, a printing company (occupying 3,500 square feet).

### Retail

The national downturn in the retail sector influenced local decisions, with no major new retail store openings in 2009. However, two new restaurants were approved in 2009. Rookies, an independent chain, signed a lease for a northern section of Poplar Creek Crossing Shopping Center, just east of Fifth Third Bank. The Saddle Room and its off-track betting component were approved for a prime location in Prairie Stone Business Park between the Sears Centre Arena and Cabela’s. Construction should commence in



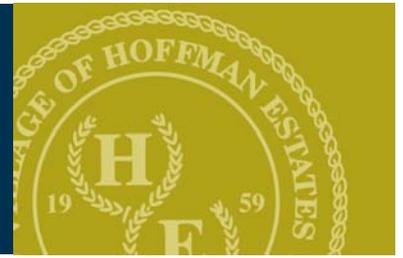
2010.

In order to better identify and brand the emerging Entertainment District, including the two anchors - - Cabela’s and Sears Centre Arena -- the Village approved a new logo using the name “Poplar Creek at 59/90” with the goal of providing the highway coordinates for a destination of entertainment, shopping, and fun. The Village also partnered with Cabela’s to erect a digital billboard (with “Poplar Creek at 59/90” on the marquee) on I90 to promote the Cabela’s store and the surrounding Entertainment District.

To better assist consumers in locating Entertainment District tenants, the Village installed nine wayfinding signs. These signs are located just inside the three gateways to Poplar Creek at 59/90 (Hoffman Boulevard, Beverly Road, and Higgins Road).

The Village worked with Barrington Square Mall ownership on a rehabilitation of the

# 2009 Development Highlights Continued...



shopping center. A resolution to establish a TIF district was approved contingent upon a major anchor tenant and an upswing in the economy. The owners demolished the vacant former Menards store (over 100,000 square feet) to prepare the site for new development.

## *Roselle Road Business District*

The Village was able to work with the owners of the former Shell station at Roselle and Higgins roads to demolish the vacant and dilapidated building. The property is now on the market. The Village investigated a purchase of the property with the intent of a gateway to the Roselle Road shopping district, but was outbid by an investor in the private sector.

Progress is slow but steady regarding a new stoplight on Roselle Road (between Higgins and Golf roads). Both Cook County and IDOT have verbally approved the traffic signal, and the Village awaits written approval before proceeding. The stoplight would offer better traffic safety and improve the cross access between Hoffman Plaza and Golf Center Shopping Centers.

## *Sears Centre Arena*

The Village of Hoffman Estates acquired title to the Sears Centre Arena in late December, through a Deed in Lieu of Foreclosure process. Global Spectrum is currently under contract with the Village to manage the Sears Centre Arena. Global Spectrum manages 33 arenas across the United States and Canada, and brings not only their professional management expertise, but also relationships with concert and event promoters, which will bring more events to the Sears Centre Arena in the future. Due to the entertainment industry schedules events with a long lead time, the impact of Global Spectrum's relationships and additional new events on the Sears Centre Arena calendar will not be realized until late 2010 and into 2011.

## *Business Retention*

Staff in participation with numerous

Village retailers established activities directed at keeping retailers in business. Due to the economy, a number of retailers (big and small) have been forced to discontinue their operations. Whether working in partnership with the Chamber of Commerce regarding programming, marketing, and business development or making direct retention calls to retailers, staff has attempted to assist in the rough economic times.

Staff has also been working with adjacent communities to explore a virtual Innovation Park along the I90 "Golden Corridor." According to Dunn & Bradstreet and the Chicago Metropolitan Agency for Planning, manufacturing and allied industries such as toolmaking, are projected to lose employment and growth in the near future. Consequently, efforts are being made to network with this group and provide programming and opportunities to collaboratively explore



innovation options are underway.

## *Tourism*

### *Tartan Day Parade*

The only Tartan Day Parade in the Midwest began in 2009 when Hoffman Estates hosted the Tattoo at the Sears Centre Arena. This event pays homage to old European

traditions - - celebrating the musical heritage of civilian and military units. The largest pageantry show of its kind in the Midwest, the Heartland International Tattoo features brass and bagpipe bands, drum and bugle corps, percussion ensembles, a vast array of dancers, and a collection of talent from civilian and military heritage. This event brought the celebration of ethnic diversity to our Village in 2009, along with tourism dollars to our hotels, restaurants, and attractions. Last year, staff tracked over 450 room nights and are on target to double that number for 2010.

## *Fitness for America Festival*

This event started as a one day inline skating marathon that grew in 2009 to the second largest inline skating marathon in the United States. The addition of 20+ competitive events included walking, running, biking, and skating. The event brought participants from over 35 states and 7 international countries. Staff developed a successful sponsorship program with Alexian Brothers Hospital Network as a primary sponsor, and also arranged timed trials at the Village Hall, along with a vendor expo.

## *Hotel Leadership Meetings*

Quarterly, the Village hosts hotel general managers and sales leaders to brainstorm on how the Village can draw more guests to Hoffman Estates hotels. This type of gathering allows staff to put strategies in place that resulted in our successful negotiation for an exclusive booking agreement with Willow Creek and pulling every other community off the conference website in a year that saw a drastic reduction in conference attendees. Staff is currently developing a "familiarization" tour that will bring in tour operators that have booked tours into our market in the past two years. During the tour, staff will showcase the Sears Centre Arena, along with area restaurants.



# Divisions of Code Enforcement and Planning

Director of Code: Don Plass    Director of Planning: Peter Gugliotta

## Code Enforcement Division

The Code Enforcement Division is responsible for enforcing the Village Municipal Code, which includes building, property maintenance, zoning, and environmental health codes.

The Mission Statement for the Division states: "To safeguard and protect the public health, safety and general welfare of the residents of Hoffman Estates through application of the adopted codes and ordinances in an efficient and effective manner, through the wise use and management of all available resources." The staff reviews plans, issues permits, maintains a record of contractor registration, and issues certificates of occupancy.

Although new commercial construction slowed in 2009, permit applications throughout the year remained very strong, and the staff continued to make customer service its top priority by serving not only our residents who have taken out permits for their numerous construction projects, but the construction industry as well. Division staff are dedicated to providing user-friendly, professional customer service for residents and companies to achieve their building objectives in compliance with all Village requirements. During 2009, the Division issued 2,457 building permits that required 4,945 field supplying over \$349,000 in General Fund revenue for permit fees.

The two Code Enforcement officers responded to over 6,700 property maintenance complaints, with over 4,000 identified by staff and over 960 citations written that required appearances before the Village's adjudication hearing officer.

The Annual Residential Inspection Program (RIP) is conducted during the summer, with the Village divided into three geographical sections, with each section inspected on a rotational basis. On average, 3,300 single-family residences are inspected each year. During 2009, over 600 violation letters were sent out to residents after the RIP was complete. In 2009, RIP inspections

occurred in the section north of Golf Road up to the Tollway and the western section (in 2010, residences north of the Tollway will be inspected).

The second annual clean sweep Program was held the first week of June. Village officials and Code Enforcement staff work together to drive through all residential neighborhoods in a single day to observe and document the most common property maintenance violations noticeable from the street. We observed a total of 463 violations, with notification sent to the property owners.

The environmental health officer conducted over 400 inspections of Hoffman Estates food establishments, retail food stores, day cares, and health facilities. The Fourth of July, Fishing Derby, and many other special outdoor events are inspected by the Health officer and the electrical inspector. All commercial pools (indoor and outdoor) are inspected by Code Enforcement on a regular basis.

The Multi-Family Inspection Program continued with inspections of building exteriors during the summer, and interior common and mechanical areas inspected during the winter months. Approximately 400 inspections are conducted in this program. During 2009, a building inspector accompanied the Code Enforcement officer to conduct a thorough mechanical and structural inspection of the buildings.

## Planning Division

During 2009, the Planning Division underwent many changes, including a significant reduction in staff levels from 2008 (roughly a 30 percent decrease), and the addition of several new responsibilities. In addition to the traditional support for site plan and zoning items, the Division continues to manage the CDBG program (approximately \$300,000 per year in federal funds), works on commercial property maintenance issues, and enforces redevelopment requirements for aging

commercial properties.

During 2009, the Division was assigned several new responsibilities, including Village-wide grant management, green initiatives, recycling, and the 2010 census. Division staff also supports the Village's economic development efforts by creating many of the documents used for marketing sites at the ICSC Annual Conference and the Village's website.

In an effort to continually enhance the information available to the public, the Planning Division has added several new pages to the Village's website. Use of the *Citizen* newsletter, local cable channel, email blasts, press releases, and various social media outlets have increased significantly as the Division has tried to increase public awareness of items of interest and proposed new developments.

Several Planning Division highlights are as follows:

- Completed site plan approvals for JCL Bioassay and the Saddle Room Restaurant and OTB in the Prairie Stone Business Park.
- Worked with Cabela's and gained approval from IDOT and through various Village processes for the installation of the large Tollway Entertainment District sign.
- Coordinated the site plan approvals for the new Village Police Complex and Fire Station 24.
- Completed site plan amendments for the new National City Bank (now PNC), 675 Golf Road (two projects) and the Barrington Square Mall infrastructure improvements.
- Completed a comprehensive update to the Subdivision Code.

With the reduction in staff levels, the Division has stopped regular



# Divisions of Planning Continued...

comprehensive property maintenance and sign compliance inspections for all commercial properties. Efforts are now focused on a smaller number of the most serious violations and those that are subject to Village Subdivision Code redevelopment requirements.

## *CDBG Highlights*

The Community Development Block Grant (CDBG) program, which entered its fourth program year in October 2009, with just over \$300,000 in funding, authorized three distinct projects: additional street lighting improvements, street reconstruction projects, and continuation of the housing rehabilitation program. Planning staff provided oversight for all CDBG activities and monitored all expenditures, while the individual projects were implemented by a variety of Village staff. 2009 highlights:

- Barrington Square Area Street Light Project. Planning staff worked closely with the Public Works Department to ensure timely installation of improved street lighting in this area of the Village. In spring 2009, all installation work was completed for the first phase.
- Street Reconstruction on Spring Mill Drive. The reconstruction of Spring Mill Drive was started and completed in summer 2009. The project widened and repaired the street for better ingress and egress to the low-moderate income neighborhoods, which surround the new Police Department building constructed at Spring Mill Drive and Higgins Road.
- *Housing Rehabilitation Assistance Program.* Planning staff oversaw the implementation of this program, which helps residents in financial need maintain their homes by providing no interest loans for home rehabilitation work (up to \$25,000). A not-for-profit agency, North West Housing Partnership, administers the program. Six homes were rehabilitated in 2009.

## *Community Development Block Grant (CDBG-R) Recovery Funding*

In February 2009, the American Recovery and Reinvestment Act (ARRA) was adopted. Due to the Village's status as a HUD entitlement community, an additional \$81,078 was allocated to the CDBG program to be used for shovel-ready projects to create jobs. The Village chose to replace portions of sidewalk and install sidewalk accessibility ramps at street corners within the Barrington Square neighborhood.

## *Grants Highlights*

In April 2009, Planning Division staff was assigned the role of coordinating ARRA and other grants, in addition to the CDBG program. Initial coordination effort involved identification of eligible grant programs and the completion of multiple applications. Planning staff created an organization system, sought new grant and incentive opportunities, and regularly communicated with all Village Departments regarding grant status and opportunities. Upon receipt of funding awards, Planning staff performs the required reporting and documentation. Several 2009 projects are discussed below.

## *Energy Efficiency and Conservation Block Grant (EECBG)*

Most notably, staff applied for and obtained the EECBG program. The EECBG was allocated on a formula basis, with \$515,100 awarded to Hoffman Estates. Approved EECBG

projects include:

- LED lighting upgrade for municipal parking lot lights, Village Hall exterior sconces, and interior lighting efficiency upgrade at Public Works facilities.
- Reconstruction of roof at Village Hall, including energy efficiency features.
- Municipal recycling program improvements and container purchase.
- Energy Audit Program for Hoffman Estates single-family residences.
- Development of Residential Energy Codes.
- Replacement of Public Works Facility windows for greater energy efficiency.

## *Green Initiatives and Sustainability Programs*

Planning staff was assigned to manage green initiative and sustainability programs for the Village. Planning staff created a multiple web page section of the Village website called "Growing to Greenness." The pages identify current news in Village sustainability efforts and to provide information about energy savings programs. Staff continues to pursue and research





# Transportation and Engineering Division

Director of Transportation: Michael Hankey  
Director of Engineering: Gary Salavitch

programs in which the Village can participate to fulfill the goal of becoming a more sustainable community.

The Village was a participant in the ComEd *Community Energy Challenge* to promote the reduction of energy consumption by residents and businesses. Planning staff coordinated efforts to promote energy saving programs at Village events, spread information through use of media outlets and the *Citizen* newsletter, and applied to the State of Illinois for additional financial incentives for completion of energy projects. Planning staff attended and gave a presentation regarding Village achievements at the half-year ComEd *Community Energy Challenge* recognition luncheon. The *Challenge* will conclude in May 2010.

In 2009 the Village became a more active participant in the *Clean Air Counts Regional Initiative*. Planning staff represented the Village at multiple *Clean Air Counts* events, including the recognition luncheon. Planning staff disseminated clean air tips and strategies to the public via the *Citizen*, cable station, website, and at Village events. Planning staff submitted an application for *Clean Air Counts Community Recognition* in December, and is planning additional measures to increase Village business participation in the energy and air programs.

## Transportation and Engineering Division

The completion of the 2009 Street Revitalization Project on time and under budget by \$2.7 million stands out as the Division's major highlight. Transportation and Engineering Division personnel coordinated all aspects of the project that included reconstruction and resurfacing on various streets, from field survey, design plans and specifications, estimates and bidding, utility coordination, construction inspection, punchlists, and project closeout. All this was done while two smaller additional projects were added at the last minute due to additional funding availability

(Glen Lane reconstruction and the Barrington Square sidewalk improvement).

In 2009, IDOT included funds for a share of the Barrington Road Interchange in its six-year highway improvement program. The Tollway and Village will work with IDOT on a funding agreement for design and construction. Once the agreement is complete in 2010, preliminary design work can begin. The work would complete a full interchange at Barrington Road by providing new ramps for movements to and from the west. Funding for construction needs to be identified after design work is complete.

Division staff continues to undertake more in-house engineering design on federally funded projects. This enables the Village to better utilize staff resources, lowers project costs, gives direct involvement with the design process, and provides potential for reimbursement of some staff time. Such projects include the Higgins Road bicycle path, the Palatine Road widening project, and the Bode/Salem reconstruction project. As noted above, Division staff have performed in-house design and inspection for the annual street project for a number of years. This allows more money to be spent on improving Village streets versus hiring an outside engineering company to design and inspect the Village project.

Engineering provided plan review and construction inspection of public and private construction projects, including

residential subdivisions, commercial, and office projects described above under Development Highlights. The Division coordinated acceptance of public improvements with White Oak Unit 4, White Oak Unit 5, and Haverford subdivisions.

Stormwater management efforts consisted of continuing project management for the eventual construction of the Business District Culvert Project near Higgins and Roselle roads. When constructed, this culvert project will significantly reduce the amount of designated "floodplain" in this area, ultimately enhancing redevelopment in the area of Hoffman Plaza. In addition, approximately 80 residents received advice on how to resolve backyard flooding and standing water problems on their lots. Many other inspections were done on smaller projects, such as existing site improvements, room additions, and backyard garages.

Plans for widening Shoe Factory Road and Beverly Road advanced into the final design plan phase with the Cook County Highway Department. Shoe Factory Road will be widened to four lanes from just east of Beverly Road to Essex Drive. Beverly Road will be widened to four lanes from its intersection with Shoe Factory Road to the I-90 entrance ramp. Construction is anticipated in 2011, pending County approval.





# Transportation and Engineering Division Continued...

The Division continues to support requests from residents and the Village Board pertaining to the investigations of issues related to drainage, floodplain, construction inspections, traffic volume, speed, and parking.

The Division upgraded its web page to host information on a variety of transportation questions. These include status and updates on the Village's Annual Street Rehabilitation Project, in addition to projects being constructed by other agencies. IDOT completed construction funded by federal and state stimulus programs to resurface portions of Golf Road and Higgins Road. In addition, the state began a safety project to modify turn lanes and change the signal operation to allow left turns only on a protected left turn arrow at the Higgins/Moon Lake/Governors intersection. The project was a result of the Village's efforts to have this intersection improved.

The Canadian National (CN) purchase of the EJ&E railroad was finalized in early 2009. As the evaluation of the proposed transaction developed in 2009, it became apparent that the deal was highly likely to be approved. Given this, the Village negotiated an agreement with CN to obtain their commitment to fund and construct various improvements (beyond the level of the Federal Surface Transportation Board). During the year, Division staff met with CN and its consultants to discuss various projects, which CN agreed to construct and fund.

These changes include concept design of a sound wall adjacent to residential areas, which will be reviewed by the public prior before a final decision is made. A path will also be extended across the CN right-of-way to complete a missing link in the bicycle system. New pedestrian gates will be installed for this bicycle and pedestrian crossing. CN plans to extend the siding track through the Shoe Factory Road intersection to address delays caused by train activity to and from the siding. Staff met with Cook County and CN representatives on a new advance electronic warning sign to be installed on Shoe Factory Road east of the hillcrest. CN also plans to install a median barrier on Shoe Factory Road at the crossing to help maintain quiet zone status.

The Division oversaw completion of a draft of the Village's first comprehensive bicycle plan. Through a series of public open house meetings, staff received input on various physical and program elements of the plan. A new Bicycle and Pedestrian Advisory Committee (BPAC) was formed to oversee the completion of the plan and to support its goals. Work will continue in 2010 leading to presentation of the bicycle plan to the Village Board for review and approval.

The Taxi Discount Program showed continued growth throughout 2009. It is intended to serve local trips as a supplement to other services provided by the townships and Pace.

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

The STAR Line is a 55-mile Metra proposal for new rail service extending from O'Hare Airport along the Jane Addams Tollway to Prairie Stone, where the CN right of way will provide a connection to Joliet. It will provide a means to commute from suburb to suburb and to reach O'Hare Airport. Station

areas are being studied in the vicinity of Barrington Road and in Prairie Stone Business Park and are described in the Village Comprehensive Plan. The planning efforts for the project are moving toward completion of the Alternatives Analysis phase.

Pace Route 554 continued in 2009, with funding approved by the Village Board, as well as financial shares from Elgin, Streamwood, Hanover Park, and Schaumburg. The route through Streamwood was modified to provide a transit connection to the Hanover Park Metra Station. Route 554 is the only arterial street bus line that travels through Hoffman Estates. Route 554 showed consistent ridership in 2009.

The Village initiated the HOT Line (Pace Route 557) through federal transportation funds obtained in 2001. Since that time, ridership on the HOT Line has demonstrated steady performance. In 2010, the HOT Line will run from the Barrington Metra Station to Siemens, Claire's, and ADP, which all pay a share of the route's operating cost so that their employees can ride at no charge. The Division coordinates the operation of the route with Pace and the participating companies.

The Transportation and Engineering Division also submitted applications, which were approved for federal Congestion Mitigation Air Quality (CMAQ) grants for the Village. This grant covers 80 percent of the cost of eligible expenses. Requests included: a diesel emissions reduction project, which will replace or modify various fleet vehicles to improve air quality (about \$225,000), in cooperation with IDOT, right turn lanes at the Shoe Factory Road and Rt-59 intersection (about \$1million) included for design in 2010-11, and construction in 2012. The Division actively seeks out funding opportunities for Village projects, such as CDBG funds and the Illinois Department of Natural Resources (DNR).





# Fire Department

Fire Chief: Robert Gorvett

## Activity Highlights

The department's current staffing is 101 sworn personnel, which includes one Fire Chief, two Deputy Fire Chiefs, one Assistant Fire Chief, three Battalion Chiefs, four Captains, 11 Lieutenants and 79 Firefighters.

During 2009, shift manpower was reduced with the departure of two members. FF/PM Charles O'Connor and FF/PM Eugene Lock retired on August 1. The Department also reduced the number of personnel in the Fire Administration office.

Four of our newer firefighters completed their required schooling and became state-certified EMT-Paramedics: Ryan Bebe, Jeffrey Northrup, Kyle Cioper, and Richard Anderson all completed the class with honors, with FF Bebe finishing at the top of the class.

Currently, there are more than 2,167 residences equipped with Residential Fire Sprinkler Systems. Hoffman Estates has more homes with residential sprinklers than any other community in the State of Illinois.

The Department celebrated the opening of its newest fire station, Station 24, which was relocated from 2601 Pratum Avenue to 5775 Beacon Point Drive. This building will be the first fire station in the state that is a certified structure for Leadership in Energy and Environmental Design (LEED) Green Building Rating System at the Gold level rating.

FF/PM Matthew Long was on military leave with the Army National Guard for 2009 and was deployed to Baghdad, Iraq. His time was spent working in the base hospital or on an ambulance.

Contract negotiations were conducted throughout the year and concluded in December with a new agreement between the Hoffman Estates Professional Firefighters Union, Local 2061, and the Village. The new contract will run through Dec. 31, 2011.

The Department replaced one of its older reserve ambulances (RA24) with new Ambulance 24. One reserve engine (RE23), RA21 and Car 12 were removed from service and sent to auction. Reserve Ambulance 24 is in the process of being reassigned to the Public Works Department for their use.

## Emergency Response Activity

The overall number of emergency responses from the Fire Department was 5,272 as compared to 5,414 calls in 2008, which represents a 2.69 percent decrease. Included in this number were a total of 39 patients treated while on standby assignment at the Sears Centre during events.

## Fire Suppression Overview

The department responded to 1,670 fire suppression calls, which accounted for 31.7% of the department's emergency responses in 2009. This was a 36% decrease from 2008.

Of these responses, there were 72 fire incidents that resulted in financial losses, including 22 structure fires, 24 cooking fires, and 26 vehicle fires. The total estimated loss from fires during 2009 was \$903,680. Total loss in 2008 was \$1,606,700 – a 43.7percent decrease. The average fire loss over the past five years is \$1,194,412.

## Emergency Medical Services (EMS)

The department responded to 3,602 emergency medical calls, which accounted for 68.3percent of the Department's emergency

responses in 2009. The percentage of EMS fire calls in 2008 was lower at 64 Percent.

The 3,602 EMS calls were broken down into district responses totaling the following for all four stations: Station 21 had 817 (23 percent); Station 22 had 2,073 (57 percent); Station 23 had 325 (9 percent); and Station 24 had 387 (11 percent).

## Motor Vehicle Accidents

Of the 3,602 emergency medical responses during 2009, 345 (9.6 percent) were related to vehicular accidents. Of the 3,458 EMS calls in 2008, 384 (11.1 percent) were related to vehicular accidents.

## Training Division

Annual departmental training covers the following categories for all department members: Fire; EMS; Hazardous Materials; Specialty Rescue including high angle, confined space, water rescue/recovery, trench and structural collapse operations; and other miscellaneous training topics. Department personnel participated in a total of 32,580 hours of training during 2009. This is an average of 339 hours of training per department member and represents a 9 percent increase in overall training hours from 2008.

## Search Techniques Training

This year all department members participated in search training conducted at the vacant Menards building in Barrington



# Fire Department Continued...



Square Mall. The training was initially focused on search techniques, victim location and removal, but transitioned into evolutions specifically geared toward lost or disorientated firefighters. The training's secondary focus was on use of the department Initial Rapid Intervention Crew (IRIC). These teams are established during initial scene activities and intended to provide rescue of firefighters should the need arise during the first critical minutes of a fire attack.

## Roof Operations and Ventilation Skills and Ground Ladder Training

This year, Department members participated in roof operations and ventilation training along with two ladder training evolutions, which were conducted at the vacant Menards building at Barrington Square Mall. A pitched roof simulator (approximately 16' X 24') was constructed on the roof of the vacant building. Companies practiced ventilation, ladder, and aerial apparatus skills during this training, which was held at night adding greater difficulty. The ladder evolutions concentrated on ladder raising, placement and operation skills, including victim removal and prioritization. Palatine Rural Fire Protection District and Streamwood Fire Department personnel also participated in this drill.

## Self Contained Breathing Apparatus (SCBA) Training

In 2009, department members participated in a SCBA maze training drill focusing on individual skills and confidence while utilizing personal protective equipment. Department members navigated a course designed to challenge their skills contained within a trailer borrowed from the Southern Kane County Training Association.

## Fire Ground Simulations

Fire ground simulation training involves review of tactical and strategic decision making and situational evaluation. Company officers are placed in simulated fire situations and allowed to practice decision making, observation,

communication and delegation skills.

## Fire Prevention Bureau

The Fire Prevention Bureau is comprised of one fulltime Fire Prevention Bureau Manager, one fulltime fire inspector and two part-time fire inspectors. The total number of inspections dropped in 2009 with the reduction of one fulltime and one part-time inspector due to the economic downturn. The Department is currently sharing a part-time inspector with Code Enforcement.

During 2009, fire inspectors completed 2,003 annual inspections and re-inspections. Also, 237 plan reviews were completed, and 408 inspections related to new construction were conducted. The Bureau issued a total of 171 permits that generated \$34,264 in revenue towards the General Fund.

## Public Relations and Public Education

### Elementary School Program

During 2009, public educators completed fire safety education programs in 250 classrooms within 14 elementary schools in Hoffman Estates and Inverness, educating a total of 5,000 children in fire safety.

### Business Program

Programs include fire extinguisher

training, evacuation planning and general fire safety education. During 2009, public educators completed 23 programs instructing over 1,000 employees and patrons.

## Smoke Detector/Carbon Monoxide Program

During 2009, firefighters distributed 40 smoke detectors to residents in Hoffman Estates. In many instances, firefighters also installed smoke detectors.

## CPR/AED Program

During 2009, a total of 207 students including residents, Village employees and members of the business community, received CPR or first aid training.

## Senior Citizens Program

The Public Education Division completed five senior citizen fire and safety programs to over 500 of the Village's senior citizens.

## Honor Guard

During 2009, the Hoffman Estates Fire Department Honor Guard performed at six different events in front of thousands of spectators. Additionally, the unit served at two funerals.





# Department of General Government

Village Manager: James H. Norris  
Deputy Village Manager: Daniel P. O'Malley

## Activity Highlights

### Public Building Improvements

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

In addition to the renovation of the Village Hall, construction of a new Police Complex and Fire Station 24 relocation began in 2008. The newly relocated Fire Station 24 opened in June 2009, and the new Police facility is currently under construction and scheduled to be completed in the summer of 2010.

Lastly, construction of the new two-million-gallon water tower began in August 2009. The completion of the tank is scheduled for November 2010.

### Cable TV

HETV entered its fifth year in 2009. Three regular local programs about the Village are produced: "The Citizen" newsmagazine covers Village activities and information, "Behind the Badge" delivers Police Department information and "Fire Line" covers the Fire Department.

There were 24 special events programs produced in 2009. These programs ranged from the Martin Luther King Day Celebration, to the Sept. 11th Remembrance, Fourth of July Parade, the Summer Concert Series and Tree-Lighting Ceremony. There are also several educational programs that air about health, ecology, education and military news, NASA, and SeaWorld.

As part of the Village's 50<sup>th</sup> Anniversary, HETV recorded 47 interviews with long-time Village residents and staff members, which aired on HETV. The interviews were also compiled on DVD, which was distributed as part of the celebration.

New in 2009 was the addition of high school sports coverage. So far, HETV covered thirteen high school sporting events, including football, basketball, gymnastics and wrestling. These programs air Wednesday evening and Saturday afternoon. The use of unpaid interns helps to make this coverage possible.

Equipment was installed in 2009 to allow live and tape-delayed broadcast of Village Board and Committee meetings. Staff has been practicing with the equipment, and will be ready to broadcast after the technical issues have been resolved.

The Cable TV Division worked to address 34 inquiries from residents about service from Comcast and AT&T. This is a decrease from 50 complaints in 2008.

As a result of the Illinois Cable and Video Competition Law of 2007, the Village saw AT&T offering competitive video services via U-Verse in January 2008. Unfortunately, U-Verse is not available to all

residents of Hoffman Estates, and is not required to be under the law. Hoffman Estates is involved with reviews by the Illinois Attorney General's Office and the F Communications Commission (F.C.C). regarding the method of delivery that AT&T employs for their Public, Educational, and Government (PEG) channels.

The Village completed negotiations to renew a 10-year cable TV franchise with Comcast. The franchise will run until 2019.

### Corporation Counsel

The Village Board is advised on procedures and updates of the law by the Corporation Counsel. Commissions of the Village, such as the Fire and Police Commission, Zoning Board of Appeals and Plan Commission, are regularly updated with statutory and case law changes. Statutory and case law changes are interpreted for department and division directors on a regular basis.

Contracts and other legal documents are reviewed for the Village. This past year's highlights include incentive agreements for new private developments and renovations. Existing developments are monitored and enforcement action have been taken to ensure compliance with development plans.

Litigation involving the transition of the Sears Centre Arena to Village ownership was initiated, and the Village has received title to the real estate. Land development issues, such as the restrictive land use covenants on the Sears parcel placed by Barrington Hills and South Barrington, have required litigation as well.

Employment issues and coordination of negligence cases with the Village's insurers have been the responsibility of the Corporation Counsel, and the litigation docket finished the year with 10 cases pending in the courts.



# Finance Department

Finance Director: Michael DuCharme

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

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

## Budget Award

The Village was presented a Distinguished Budget Presentation Award from the Government Finance Officers Association (GFOA) for its annual budget for the fiscal year beginning Jan. 1, 2009. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as an operations guide, as a financial plan, and as a communications device. Fiscal Year 2009 was the first year that the Village received this award.

## Adoption of the 2010 Budget

On Dec. 7, 2009, the Village Board formally approved a balanced budget for fiscal year 2010 totaling \$127,181,253, which is 2.1 percent lower than the fiscal year 2009 budget. In the 2010 budget, the Village is experiencing 4.8 percent decrease in General Fund revenues, and a 2.5 percent decrease in expenditures, resulting in General Fund budgeted expenditures exceeding revenues by \$1,065,740. This deficit will be funded with General Fund reserves.

## Financial Reporting Award

The Village of Hoffman Estates Comprehensive Annual Financial Report (CAFR) for the year ending Dec. 31, 2008, was awarded a Certificate of Achievement for Excellence in Financial Reporting by the GFOA of the United States and Canada. The Certificate of Achievement is the highest form of recognition for excellence in state and local government financial reporting. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized CAFR. This report must satisfy both generally accepted accounting principles and applicable legal requirements. This was the 26<sup>th</sup> consecutive year the Village has achieved this award.

## Bond Issuance

In 2009, the Finance Department oversaw the issuance of the General Obligation (GO) bonds, Series 2009A in the amount of \$30,355,000 to fund road improvements and the construction of a new Police facility. The Village's GO bonds have been given a credit rating of Aa2 from Moody's Investors Services and AA+ from Standard and Poor's. Moody's reported that the high-grade Aa2 rating reflects the long-term trend of growth expected in the Village's large economic base, the tax base concentration created by the presence of two large corporate office complexes, sound and

well-managed financial operations that derive flexibility from home rule status, and an above average debt burden that remains manageable.

## 2009 EDA Surplus Distribution

On Feb. 1, 2010, the Village Board approved the 2009 distribution of surplus in the amount of \$5,277,093.58 for the 2008 tax levy year. This represented a 32 percent increase over the surplus declared last year. The breakdown of the surplus by taxing district is depicted below:

## 2009 EDA Surplus Distribution

<u>Taxing District</u>	<u>Amount</u>
School District 300	\$2,928,061.12
Barrington Public Library	\$123,964.01
Village of Hoffman Estates	\$654,349.87
Hoffman Estates Park District	\$330,366.89
Elgin Community College Dist. 509	\$264,133.92
N.W. Mosquito Abatement	\$6,383.90
MWRD	\$201,092.89
Barrington Twp. Gen Asst.	\$1,595.98
Barrington Twp.	\$15,959.75
Cook County Forest Preserve	\$40,697.37
Cook County	\$331,164.87
School District U-46	\$326,321.37
Poplar Creek Library District	\$3,001.64
<b>Total</b>	<b>\$5,227,093.58</b>



# Department of Human Resources Management

HRM Director: Patrick Segar

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

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

## Activity Highlights

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

Due to the difficult economic times, HRM has worked very closely with General Government on developing cost savings plans that have resulted in a reduction in workforce due to lay off and attrition.

HRM hosted several well attended educational sessions for employees regarding Village health insurance plans. The Village currently offers three PPO plans and one HMO plan. The presentations were designed to fully explain the types of coverage, and how each would work in order to help the employees make informed decisions on healthcare.

Several new laws became effective in 2009 impacting employee benefits. Extensive changes and updates to the Family and Medical Leave Act (FMLA) prompted an update of the FMLA policy within the Personnel Policy Manual. Human Resources administered the changes to COBRA laws, which allowed employees to carry adult children on their health plans up

to age 26, and the new federal COBRA enhancement program that has provided a reduced cost for up to 15 months of COBRA coverage for employees affected by the reduction in workforce.

HRM worked with Health and Human Services and co hosted informational sessions on the flu season and in particular, the H1N1 virus. Information was given on prevention and symptoms of seasonal and H1N1 flu, along with guidelines on employee responsibility and return-to-work protocols.

A total of three fulltime, six part-time and 36 seasonal positions were filled in 2009, as well as four unpaid internships and one temporary position. HRM participated in 23 interviews and coordinated 10 recruitments. Two-hundred and sixty-five applications and resumes were received and processed in response to advertised vacancies or as unsolicited submissions.

On behalf of the Village organization, HRM along with General Government have received and processed several grievances from the International Association of Firefighters (IAFF) local 2061, and the Metropolitan Alliance of Police (MAP) Chapter 96. Several grievances have been resolved and closed, as others remain in process. HRM has also received and processed Unfair Labor Practices (ULPs) by IAFF local 2061 and MAP 96. HRM continues to work toward harmonious labor relations through clear communications, and fair and equitable policy and contract administration.

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





# Department of Health and Human Services

Health and Human Services Director: Dr. Algean Garner II

## Activity Highlights

The Department of Health and Human Services (HHS) continues to successfully provide high-quality, low-cost physical and mental health services to the community. Utilization of the Department's preventive health services remained high during the year. Nursing staff immunized 570 infants and children, and provided 1167 vaccinations. Staff also provided 479 vision and hearing screenings at area preschools.

During the calendar year, nursing staff provided 963 blood pressure checks, 298 glucose screenings, 383 hemoglobin tests, 207 cholesterol tests, and 946 pulse checks for a total of 2797 adult health screenings. Tuberculosis (TB) testing increased 59 percent in 2009, a total of 314 tests were given. One hundred and eighty one adult immunizations were also completed. Immunizations provided include: Hepatitis A (104), Hepatitis B (17), Twinrix (32), and Tetanus (28).

During the flu season, 1249 (823 adult/426 children) seasonal flu vaccinations were given. Additionally, the department provided 40 low-cost flu vaccinations for adults in the community who demonstrated financial need.

HHS counseling staff provided a total of 1,934 hours of individual, couples, and family counseling to residents and Village employees. Group counseling also resumed this year. Mujeres Unidas (United Women), a psychosocial support group for Spanish-speaking women, began in January. More than 133 hours of group counseling were provided over the course of the year. The Department also received a \$1,000 grant to help support the service.

In addition to direct counseling services, HHS staff completed several health awareness campaigns. Topics included: anxiety awareness, headache awareness/prevention, nutrition and pregnancy, fetal alcohol syndrome, and child mental health awareness. Presentations were held in the community and at Village Hall.

Through continued collaboration with area schools, the Community Resource Center (CRC), and Hoffman Estates Police Department, HHS provided several outreach/prevention programs in 2009. Outreach programming was also expanded this year. In addition to the current groups at Lakeview Elementary School, John Muir Academy, and the CRC, HHS also added MacArthur Elementary School as a partner.

"Real-Girls Real-Talk," a group for 4<sup>th</sup> through 6<sup>th</sup> grade girls, focuses on increasing self-esteem and leadership in young girls. Topics discussed in this group include body image, leadership, self-esteem, and anti-bullying. This group is active at John Muir Academy and MacArthur Elementary. "Reaching for the Stars," a 10-week program held at the CRC, focuses on increasing self-esteem, leadership, and cultural identity for girls in 4<sup>th</sup> through 6<sup>th</sup> grades. "Lion's Pride," a group for young boys, focuses on leadership development and gang prevention through healthy problem solving. It currently runs at both Lakeview Elementary and MacArthur Elementary Schools. 2009 provided the opportunity to plan for a new group called "Girl Power," which was requested by John Muir Academy, and will begin in January 2010. It is a group for young girls with a focus

on anger management and anti-bullying.

With a focus of the health of the community, HHS resumed the pharmaceutical and sharps collection program. Since resuming in August, 746 containers of open/expired medications and 200 containers of sharps have been collected. We also partnered with the National League of Cities (NLC) to offer a discount prescription program for Hoffman Estates residents. The prescription card does not require users to sign-up, and is available at no cost. Users of this program have saved \$1,333 on prescription medications with an average savings of 12 percent.

HHS also participated in several community events. Staff provided health information and services during the Harper College Resource Fair and Harper College Health Fair. Staff also provided information for parents during "Week of the Young Child" and at the Mexican Consulate Mobile Health Program.

In addition to services provided for the community, HHS also focuses on employee health/wellness. HHS staff hosted the Employee Fitness Challenge "Fifty Ways to Wellness." A total of 56 employees signed up for the Challenge, losing a combined total of thirty pounds and 13 percent body fat. The department also hosted two employee blood drives and received a total of 69 donations. Additionally, the department provided six diversity trainings for the Hoffman Estates Fire Department.





# Department of Information Systems

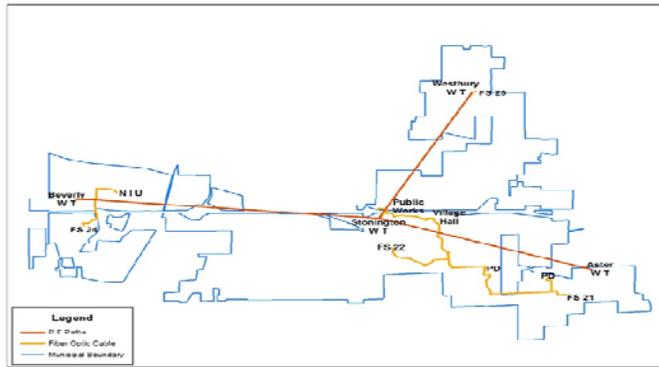
Information Services Director: Gordon Eaken

## Activity Highlights

### Network Infrastructure

The Information Systems (IS) Department completed a number of critical network infrastructure upgrades during 2009. IS upgraded the point to point wireless system connecting three of the outlying fire stations to the center of our network via our water towers. The fiber optic cable was then run between the Westbury water tower and Fire Station 23, from the Beverly Water Tower to the new Fire Station 24 on Beacon Pointe, and under I90 at two locations, in order to access the Tollway fiber optics. Third, was the creation of the Northwest Municipal Broadband Authority (NMBA). NMBA members include Hoffman Estates, Elgin, and School District 300 to jointly lease 26 miles of Illinois Tollway fiber optics. Fourth, the NMBA then partnered with Northern Illinois University (NIU) as NIUnet to bring high-speed internet access to the area. Lastly, as part of the new Police Complex project, fiber optic cable was pulled to Fire Station 21. As a result of these projects, Hoffman Estates now has high-speed fiber or wireless connectivity to all Village facilities. These links provide for efficient daily communications among our sites and also serve as a backup dispatch call distribution method for our Fire Stations.

Finally, existing Wi-Fi access points were upgraded and, where necessary, new ones installed, to provide coverage in and around Village municipal facilities for both employees and guests.



### Citizen Portal Project

A major focus of Village software efforts in 2009 was on the eGovPLUS constituent portal. This application provides web-based access to those people doing business with the Village utilizing many of SunGard's CommunityPLUS applications. Initially, IS will be implementing the Utility Billing portion of eGov. This will enable a resident to view their account information details, account history and consumption online, as well as provide an integrated method of bill payment.

IS performed extensive application testing with village data throughout the year. This led to the customization of web pages that users will access. Testing also identified many areas that need further development by SunGard to meet the expectations we have for security and ease of use. Most of these changes were completed by the end of 2009. IS also worked extensively with Illinois State Treasurer's office and SunGard to develop and test a custom payment gateway that utilizes the Illinois e-Pay



During the process of testing eGovPLUS, it became evident that we could benefit from an upgrade of the CommunityPLUS database, which flows into eGov. After evaluating Village options, IS decided to become the beta site for the latest version in development, CommunityPLUS 8.4. That beta testing and implementation will take place in the first quarter of 2010. At that time, the Village will also be upgrading to the most current version of financePLUS, version 4.3. Both of these upgrades will enhance the applications the Village already has and provide the Village with additional features.

Staff members were provided with 115 training contact hours for SunGard applications in 2009. This included training for new employees, training for newly implemented applications, retraining to enhance skills, and training for payroll and fund accounting year-end processes.





# Police Department

Police Chief: Clint Herdegen

## Department Highlights

Police Department staff continues to work with other Village personnel, architects and trades in the various stages of construction for the new Police Complex located at 411 W. Higgins Road. The building has been covered, sealed, and heated, allowing for interior work to continue. The building is scheduled for completion in July 2010. Meetings are still being conducted every month to ensure that deadlines are met.

In October, a grant in the amount of \$51,692 was received from the Illinois Department of Transportation – Division of Traffic Safety for traffic enforcement. This grant provides funds for officer overtime to concentrate on enforcement of safety belt laws, speeding violations and impaired driving. Funds are also included for squad car mileage and public information, as well as educational materials.

During 2009, a total of 1,548 vehicles were towed as a result of arrests that fit the criteria of the Administrative Tow Fee Program. During that same period, over \$452,000 in fees were collected compared to \$505,000 in fees collected in 2008.

The Citizen's Police Academy (CPA) provides citizens with an opportunity to learn about police functions through classroom lecture, demonstrations, and practical exercises. One session of the CPA was held in 2009. Topics included officer safety, "shoot/don't-shoot" scenarios, firearms familiarization, traffic safety programs, evidence collection, K-9 presentation, and much more. Twenty classes have successfully completed the program since its inception in the fall of 1999. The CPA Alumni Association continues to be active and members assist the Department in a variety of functions throughout the year.

Officer Vince Pusateri retired from the department in January 2009 after 25 years of service. Due to budget considerations, his position has not yet been filled.

This Department, along with all the member agencies of the Northwest Central Dispatch Agency, implemented a new automated emergency notification system. This system allows first responders to geographically select areas and have citizens notified of emergency situations. We have also implemented a "citizen opt-in" option, which allows citizens to enter their cell phones into the database.

The Police Department conducted over 12,500 hours of training for officers and civilian employees during 2009. Training included National Incident Management System (NIMS), weapons-training, officer safety, supervisory training, in-service training,

Emergency Operations Center (EOC) training, traffic enforcement, department policy, as well as general order review and testing.

This year, the Department raised nearly \$10,000 for the Illinois Law Enforcement Torch Run for the Special Olympics. This was the highest level ever raised by the Department, earning us a "Bronze Medal" from the Illinois Association of Chiefs of Police and Special Olympics Illinois for departmental efforts. This money was raised by numerous events, including a bowling tournament, billiards shoot-out, Tip a Cop at Red Robin and Claim Jumper restaurants, Cop-On-Top at Dunkin Donuts and the Torch Run. Several members of the Department formed a committee and helped to coordinate and organize these events during the year.

Numerous Department awards were presented to police department employees for achievements that occurred during 2009: Life Saving awards were presented to Officers Kristina LaFrancis, Kevin Doherty and Dan Donohue. These same officers were recognized with Life Saving Awards from the Illinois Association of Chiefs of Police (IACP).





# Police Department Continued...

## Summary of Department by Patrol—K-9 Division/Section:

### Patrol Division

The officers of the Patrol Division continue to be the strength of the Department, being the first responders to calls for service. In 2009, the Department responded to 29,039 calls-for-service, up from 27,371 in 2008. This increase for 2009 is due to an increase in officer-initiated Crime Hazard Alerts, a Community Relations/Crime Prevention tool that the Department has used for several years. The total Crime Hazard Alerts issued in 2009 were 4,859, an increase of 2,017 from our 2008 total of 2,842. This accounted for all of the calls-for-service increase for 2009. If not for the increase in Crime Hazard Alerts, the Department would have seen calls-for-service decrease by 349. Records for 2009 show that of the 29,039 calls-for-service generated, 15,166 of those were officer-initiated calls. This included the 4,859 Crime Hazard Alerts with the remainder of the 13,873 calls being generated by 9-1-1 calls. In addition to responding to emergencies and other calls-for-service, patrol officers were also involved with traffic safety initiatives, which resulted in 1,291 hours of directed patrols. Officers also conducted 172 hours of bike patrol. The Patrol Division also assisted in the Department's community relations efforts by attending block parties, in addition to an emphasis on the aforementioned Crime Hazard Alerts program.

During these tough economic times, we have maintained the staffing levels of the Patrol Division by adjusting staffing and job responsibilities in other areas. We have moved the DARE officers and the Problem-Oriented Policing (POP) officers to the Patrol Division. The credit for the smooth transition belongs to the dedicated DARE officers and the supervisors of the second Watch.

The Patrol K-9 is currently staffed by one officer and his K-9 partner, Bundo. K-9 operations are supervised by the watch commanders and sergeants assigned to the Patrol Division. The K-9 officer is on a shift schedule, which covers portions of both the afternoon watch and the midnight watch, a time when the unit is typically needed most. The K-9 officer and his partner attend training bi-monthly with the Northwest Canine Training Group, which is managed by Sgt. Dornbos, a past K-9 officer and our current traffic sergeant who is well recognized in the K-9 training field.

The K-9 officer and his partner have been involved in over a 100 vehicle searches for narcotics for members of the Department, as well as for outside agencies. They have also been involved in a dozen building searches and 40 assists to outside agencies. The K-9 unit has received several letters of recognition for their work and assistance to outside agencies.

### Investigations Division

The Investigations Division, commanded by a lieutenant, is comprised of the Investigations Section, Juvenile Investigations Section, and Tactical Section. Each section is commanded by its own sergeant. In 2009 the Investigations Section was staffed with five criminal investigators.

During 2009, quarterly sex offender checks were conducted with all 14 registered sex offenders in Hoffman Estates. One sex offender was found to be non-compliant, and a warrant was obtained.

Compliance checks of the 60 establishments that hold liquor licenses continue to be performed to ensure servers are current

on the necessary certifications as required by local ordinances.

Each year, the Investigations Division conducts several financial crimes presentations to members of the Seniors Club located at the Devonshire of Hoffman Estates. The presentation discusses various financial crimes including: ID theft, credit card fraud, home repair fraud, and foreign money offers. The groups are provided with examples of each crime and provided with strategies to limit the chances of being victimized. The Division also provides information on how to protect from identity theft by placing a security freeze on credit files, which is free for senior citizens.

The Investigations Division has joined forces with the Internet Crimes Against Children Taskforce and has begun targeting cyber crimes against children. Members of the Division have received training relating to cyber crime, and will work in conjunction with state, local, and federal law enforcement agencies, state and federal prosecutors, and other agencies including the Children Advocacy Center (CAC) counselors.





# Police Department Continued...

## Tactical Operations Section

The Tactical Operations Section is staffed by a sergeant and five tactical officers. In 2009, the Section worked closely with the Investigation Division on a number of cases, as well as participated in many multi-jurisdictional operations.

The Section provides the community with information in the form of presentations given at the CPA on topics such as gang awareness, crime prevention, indication signs of drug use, and drug recognition.

In 2009, the Tactical Section began an initiative of involving parents of juveniles who have been arrested in gang-related activities in an intervention. The Tactical Section held five interventions, and has plans to continue the use of this initiative in curbing gang activity in the future.

The Section made a total of 279 arrests in 2009. Of these arrests, there were 58 felonies, 221 misdemeanors, 106 drug arrests, and 78 warrant arrests. The Section also seized \$17,185 in drug assets.

## Special Services Division

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

## Traffic Section

The Traffic Section is commanded by a Sergeant and includes three traffic investigators and one traffic service officer. Currently, the traffic service officer (TSO) position is vacant due to budget shortfalls. The Section also includes 29 (24 fulltime and five alternates) school crossing guards. The

Section also has two officers assigned to the Kane County Auto Theft Task Force. These officers work on stolen auto cases, as well as cloned auto cases throughout the region. Their work with the Task Force results in numerous vehicle seizures each year, many of which are turned over to the Police Department.

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

In 2009, the Section processed 145 abandoned autos, a decrease from 194 in 2008; investigated 198 hit-and-run crashes; issued citations for overweight truck violations totaling \$33,616; and issued truck permits totaling \$4,340. The Section also issued 157 taxi/chauffeur licenses with total fees collected at \$8,070. A total of 141 child safety seat inspections were completed by officers from Traffic, Community Relations and P.O.P. Traffic Section officers issued 924 seat belt citations during 2009, a decrease from 1,738 citations in 2008. The Section also presented several "Saved by the Safety Belt" awards in 2009. Traffic Section officers issued 1,364 speeding citations in 2009, an increase from 1,312 in 2008.

The Section has two Speed Monitor trailers which are utilized to deter speeding violations and to record data relative to vehicle speeds and traffic patterns at any given location throughout the Village. Reports are generated and the data collected includes the average speed of all vehicles, the maximum/

highest speed, and the total number of vehicles in a 20 given time period.

The report also provides an hourly breakdown of the number of vehicles and speed ranges the vehicles were traveling at between 0-15 mph, 16-20 mph, 21-25 mph, in 4 mph increments through 65 miles per hour. A detailed complete list of each vehicle clocked can be generated by the exact time and the vehicle's speed. During 2009, the speed trailer was deployed at 15 various locations throughout the Village; covering 140 days.

The Traffic Section also conducted 60 special enforcement details throughout the year, as compared to 79 details last year. These details include extra patrols, TARGET details, Operation Safe Passage, extra seatbelt enforcement details, State Police Overweight Truck Portable Scale enforcement details and speed trailer deployment details.

During 2009, there were a total of 1,643 traffic crashes investigated by the Department, an increase from 1,567 crashes in 2008. Of those crashes, 206 were injury crashes, up from 201 injury crashes in 2008. There were no fatal crashes in 2009.

## Staff Services Division

This Division is responsible for Department training, testing, and hiring of new officers, Front Desk Operations, court preparation, property and evidence processing, and maintenance of Department records. The Division also includes the Community Relations/DARE Unit, the Problem Oriented Policing Unit, the Court Officer and Property/Evidence Room Officer.



# Police Department Continued...

During 2009, the Division coordinated six college interns who worked on various projects in the Department to complete their requirements for their criminal justice degrees. Annual HAZMAT fit tests for Department employees were also coordinated during the year.

During the year, the Department inventoried 1,909 pieces of evidence and property, a decrease from 51 items in 2008. The Property Room Administrative Services Officer sent 645 items of evidence to the crime laboratory for testing. A total of 980 items were destroyed, up from 804 items in 2008. Transfers of property (movement of items in or out of the property/evidence room) in 2009 totaled 18,533, an increase from 12,880 in 2008. There were 219 items returned to their owners.

## Community Relations & Problem-Oriented Policing (POP)

The Community Relations and POP Units work hand-in-hand throughout the year on numerous programs for the Department, including the Bicycle Safety and Bike Helmet giveaway program, the Neighborhood Watch, the CPA, D.A.R.E., Lion's Pride, Breakfast Club, Police Explorers, National Night Out, Home Inspection Program, child safety seat installations and the gun lock give-away program. These Sections also help to operate the CRC.

The Community Relations and POP Units helped coordinate the National Night Out on Tuesday, Aug. 4, 2009. This year, the National Night Out celebration was held at 1800 Williamsburg Drive. Approximately 150 residents attended the event along with representatives from the Chicago Bliss Football Team, HECPPA, and Spectrum and Vogelei Teen Centers. Target Corporation was once again this year's sponsor for the events. The Community Relations Unit also participated in the annual Hoffman Estates Chamber of Commerce Fishing Derby at South Ridge Lake Park

and Westbury Lake Park. The Village, Fire, and Police shared a table that had several informational pamphlets, badges, stickers, and other giveaways for the residents. Approximately 350 parents and children were in attendance.

The Community Relations Unit also participated in the third annual Storming Schools sponsored by the Chicago Storm Soccer Team in February 2009. Approximately 3,000 students from suburban and Chicago schools participated in the event. The students were also treated to an expedition game of soccer.

The Community Relations and POP Units were also involved in the Annual AT&T/Pioneer Shoe Project at Famous Footwear in Streamwood in December 2009. Approximately 450 children from area schools were given new shoes, two pairs of socks, and goody bags. The schools were from District 54 and U-46.

The Community Relation Unit revitalized the Police Explorers Program this year through substantial advertizing and school presentations. Enrollment in the Hoffman Estates Police Explorer Post #806 increased from 0 in 2008 to 10 Explorers in 2009. Over 25 Explorer meetings were held this year, which included physical training, report writing, firearm safety, "shoot-don't-shoot" situations and crime and crash investigations. Several tours were also

conducted, including the crime lab, NWCDS and the Push Fitness Center. The Explorers were assigned specific mentors for officer ride-along, and helped with traffic direction during the Fourth of July Parade. Several fundraisers were conducted this year bringing in over \$5,000, which all went towards uniforms, equipment and training for the Explorers. The Section hopes expand the program in 2010 to include more events, fundraisers as well as competition events. Explorers go through a selection process and have to be between 14 and 20 years old. The program helps to mentor, grow, and teach young adults to become better citizens and to help in their future career as law enforcement officers.

In 2009, the Investigations Division conducted nine Internet Child Safety Presentations at local high schools. During the course of two days, over 2,000 high school students attended the presentations, which included information to help keep them aware of dangers on the internet. The presentation topics included how to protect your MySpace and Facebook accounts from child predators, and the importance of limiting the amount of personal information you put on your homepage. Child predators were covered at length, including how they contact a potential victim





# Police Department Continued...

and the manipulation involved. Students were given warning signs to look for and precautions to take while on the internet. The presentations were concluded with a question-and-answer session that allowed the students to address any concerns they had regarding social networking sites.

The Division continues to provide information and conduct presentations for the emergency room staff at St. Alexius Medical Center regarding the handling of evidence for victims and offenders they encounter in the emergency room. The hospital staff was also instructed on how to deal with witnesses and family members of the patients before the interview process. A representative from the Northeastern Regional Crime Lab is also part of the presentation.

During 2009, the Investigations Division worked on 1,226 cases, an increase from 1,078 cases in 2008. The Division had a clearance rate of 78 percent and made a total of 318 arrests. The Division also recovered a total value of \$74,439 in property and money.

## Juvenile Investigations Division

The Juvenile Investigations Section is comprised of a sergeant, one juvenile investigator and three school resource officers. The Section provided training to all schools in Hoffman Estates on building intruders and emergency lockdowns. Lockdown drills were conducted and school emergency plans were written and reviewed with school staff members.

The Division's primary responsibility is to investigate reports of child sexual abuse, assault, and neglect, and handle all other types of criminal matters as they arise. The Division members, including school officers, have primary responsibility to handle matters of school safety, and other school related issues. Members of the Division meet with school district officials on a

continuing basis to discuss school safety issues. high school District 211 and grade school District 54 both adopted uniform safety plans in 2009, and members of the Division were instrumental in writing the safety plans. Division members offered in person training on lockdown procedures to every school, and provided this training to the staff and administrators at both high schools. Investigation Division members coordinate and attend a lockdown drill at every school in town.

The Investigation Division also provides this expertise and assessment on emergency lockdown procedures at Alexian Brothers Behavioral Health Hospital (ABBHH) and St. Alexius Medical Center. Members of the Division have worked closely with ABBHH to update their procedures, and attend regular meetings and table top drills concerning lockdown procedures.

The Hoffman Estates Peer Jury is a long -running court alternative program administered by the Juvenile Investigations Section. Peer Jury provides consequences and positive outcomes to youthful offenders that would otherwise be screened out of the juvenile court system, or have no other consequences.

The Section also facilitates a state grant targeting underage smoking. Four times a year, plain-clothes police officers accompany under age volunteers to retailers in an attempt to purchase tobacco products. If the retailer makes a sale, the officer issues a village ordinance citation for unlawful sale of tobacco.

Members of the Section regularly respond to grade schools at the request of principals to assist them with problems of a sensitive nature and to investigate reports of child abuse or neglect.

During 2009, the Juvenile Section arrested 110 juveniles and referred 15 to the Peer Jury program. There were 34 juvenile petitions filed and 24 cases referred to other agencies for disposition.





# Department of Public Works

Director of Public Works: Ken Hari

## Department Highlights

Public Works initiated a joint project with Metropolitan Water Reclamation District of Greater Chicago (MWRD) that covers the Poplar Creek area east of Barrington Road.

Staff participated in construction planning and design for the new Leadership in Energy and Environmental Design (LEED) certified Fire Station 24 and Police Complex.

Construction of a two-million-gallon elevated water storage tower on Beacon Point Drive commenced in order to better serve the Western Development Area.

A new radio read water meter program was implemented in 2009, which allows all Village water meters to be read in approximately 1.5 days.

The Village received the Tree City USA Award for the 18<sup>th</sup> consecutive year.

Staff participated in the completion of Community Development Block Grant (CDBG) program by installing 56 new street lights in the Barrington Square area.

The Department joined the Illinois Environmental Protection Agency (IEPA) Water Sense Program to participate in developing water resources more efficiently, and reducing unnecessary water consumption.

The Department also joined IEPA Waste Wise Program, which helps to reduce solid waste in the Village.

Fleet Services staff recently received the Blue Seal of Excellence Award for the ninth consecutive year.

The Department continues to monitor perimeter areas of the Village, and works closely with other communities, as well as the Department of Agriculture, to identify any Emerald Ash Borer (EAB) presence into Hoffman Estates.

### Private Sector Partnerships

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

### Snow/Ice Control Operations

This program provides for de-icing and plowing 158 miles of streets and 367 cul-de-sacs. All Department personnel support these operations. In 2009, the Department engaged in 29 separate snow plowing and de-icing operations, as well as the receiving, loading and storing of bulk salt and calcium chloride de-icing



materials. The Emergency Operations Center (EOC) at the Public Works Center is utilized to supervise all snow and ice control operations.

### Facilities

In addition to providing routine maintenance and repairs for all public buildings, 2,764 service requests and equipment upgrades were completed. To promote environmental stewardship, a new "green" cleaning janitorial cleaning program was implemented at Village facilities, which utilizes environmentally friendly chemicals. Planning, design, and construction oversight of the Village Hall remodeling, the LEED certified Fire Station 24 and Police Complex construction projects was provided to ensure future sustained operability.



### Traffic Operations

Operations include maintaining approximately 2,245 of Village-owned streetlights. Streetlights are typically repaired within three business days of a reported outage. The program is also responsible for change-out of seasonal decorative streetlight pole banners, pavement patching, pothole repairs, utility cuts and the installation and maintenance of traffic control and street



# Department of Public Works Continued...

name signs to assist with orderly flow of vehicular traffic. 113,612 lineal feet of pavement lane markings were installed. Street sweeping removed 300 tons of debris from streets.

## *Water and Sanitary Sewers*

Operations include maintaining 232 miles of water distribution main, 2,827 hydrants, four reservoirs, six water towers, two water high service pump stations, and seven emergency standby wells. Staff ensures compliance with the U.S. Safe Drinking Water Act by managing programs such as weekly water sampling and lab testing, cross connection and backflow prevention, and fire hydrant flushing. Maintenance on the sanitary sewer system includes 18 lift station facilities and 179 miles of sewer main pipe. Cleaning and videotaping of sewer main lines, repairs, and inspection of contractor work on private sanitary sewer service repairs were performed. Comprehensive flow monitoring of sub-basins for further assessment of the system inflow and infiltration for the Sanitary Sewer Rehabilitation Program. Twelve major lift station pump repairs were completed. 9,219 feet of sewer main line were examined by closed circuit TV camera after flushing for maintenance. 49,740 feet of sewer main went through root cutting process for the restoration of flow capacity. The Aster Lane Pump Station High Service Pump #1 was rebuilt.

## *Customer Service*

The Department responded to 4,738 JULIE locate requests. Maintained inspections and enforcement of the Village right-of-way excavation practices performed by private contractors. Maintained or repaired the Village's 14,500 water meters, as needed. Completed installation Radio Read Conversion Program, which allows all Village water meters to be read in approximately 1.5 days. Completed 56 major b-box repairs. The Fast Action Service Team (F.A.S.T.) served as first responder to over 300 service requests including hanging tree branches, water leaks,

sewer backups and equipment deliveries. Ground over 600 deviations to enhance performance of public sidewalks.

## *Storm Sewers*

A total of 71 catch basins and/or inlets were rebuilt. Routine creek/lake checks were performed to ensure proper flow at times of heavy rains to reduce the possibility of street flooding. The work also included removal of beavers and the flow obstructions created by beavers in Village creeks. The Department cleaned and flushed over 7,642 feet of storm sewer main line pipe. Flushing restored the twin 24" pipes at the NICOR gas main crossing flow capacity, minimizing flooding potential in the Highland and Highpoint areas

## *Fleet Services*

1470 repair orders were generated for maintenance, and repairs on 223 titled Village vehicles and equipment. 870 preventive maintenance inspections were performed by staff. The Automotive Service Excellence (ASE) group awarded Fleet Services with the ASE Blue Seal of Excellence for the tenth consecutive year. The award recognizes the skill and expertise level of the mechanics through a certification, and re-certification process.

## *Forestry*

The Village was awarded its 18TH consecutive Tree City USA recognition by the National Arbor Day Foundation. The annual Branch Pickup Program was conducted in October generating 3,720 residential pickups and over 1,220 cubic yards of wood chips. 320 new parkway trees were planted in the fall of 2009 as part of the Village's annual tree replacement program.

A proactive program was continued in 2009 to monitor Village trees for signs of the EAB infestation. A major component of the Department's monitoring plan continues to be public education. Through informational brochures, articles in local papers, cable television, and articles in the *Citizen* newsletter, residents were encouraged to inspect trees on their property and report suspicious circumstances to Public Works. Close communication was maintained with neighboring communities, the Illinois Department of Agriculture and the State Forester's office to remain current with activities and information related to the EAB migration to the Northwest suburbs.





# Department of Public Works Continued...

## Public Works Service Delivery in 2009

- 3,889** Residential customer service requests
- 4,738** JULIE locates for excavation work
  - 42** Water distribution system repairs 22 leak repairs, 12 hydrant repairs and two b-box repairs
- 231,304** Lineal feet of sanitary sewers flushed out of a total system of 932,818 lineal feet
  - 10** Actual number of main line sewer backups cleared
  - 12** Major sanitary sewer lift station pump repairs
  - 260** Water meters repaired or replaced
  - 2,796** Water meter radio read devices installed in the Highlands, Highpoint Road and Barrington Square
  - 5,354** Square feet of sidewalks/aprons replaced or repaired, due to water and sewer dig-up projects and annual concrete maintenance program
  - 374** Lineal feet of curb poured due to water and sewer dig-up projects and annual concrete maintenance program
- 9,219** Lineal feet of sanitary sewer/storm sewer televised
- 2,827** Fire hydrants flushed to remove sediment from 232 miles of water main
  - 67** Sanitary sewer replacement inspections
- 7,642** Lineal feet of storm sewer flushed
  - 56** B-Box inspections, repairs/replacements
  - 425** Hydrants painted
  - 460** Traffic-control devices/signs replaced
  - 53** New traffic-control devices/signs installed as a result of new ordinances and/or Transportation Division requests
  - 72** Banners and/or signs designed and fabricated for Village events
- 486** Service requests for streetlight repairs completed
  - 56** Driveway locations were repaired by Public Works as part of the 2009 Street Revitalization Project
- 3,720** Residential pickups from the annual Branch Pick-up Program increased by 10% in 2009  
1,220 cubic yards of woodchips were generated;  
An additional 286 holiday trees were also chipped
- 621** Requests for parkway tree maintenance, inspection, storm damage and fertilization. 101 parkway trees required removal, due to storm damage, decline or disease
- 320** New parkway trees planted
- 740** Parkway trees trimmed; contractor assistance was deferred in 2009
- 30** Total number of vehicles and equipment sold through auction
- 12** Total number of vehicles and equipment purchased and placed into service



# Village Clerk, Boards & Commissions

Village Clerk: Bev Romanoff

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

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

## Activity Highlights

In 2009, the Village Clerk's office processed a total of 2,777 pet licenses in cooperation with the Finance Department, and registered 16 new voters.

As a designated agent by the U.S. Department of State for passport services for the Village of Hoffman Estates, the Clerk's office processes 440 passport applications in 2009, which generated \$11,000 in revenue for the General Fund.

As keeper of the records, the Village Clerk, in 2009, was responsible for approximately 42 resolutions, 82 ordinances, the filing of more than 13 documents with the Cook County Clerk's office, and a total of 66 sets of minutes, 22 from regular Board meetings and 9 from special Village Board meetings, 20 from Executive Sessions, 12 from liquor hearings and 3 from public hearings.

The Village Clerk issued approximately 2,100 business licenses including retail, general contractors, home occupations, and general premises. The Clerk's office mailed 645 Welcome Packets to new residents in 2009.

The Clerk's office is also responsible for providing updates on the monthly meeting calendar, and appropriately posting all meeting notices and agenda. Finally, the Village Clerk's office was responsible for publishing 18 bid notices or public projects in 2009, and attending each opening.

The Village Clerk is the chairperson to the Hoffman Estates Celebrations Commission. In 2009 alone, the Clerk served as the chairperson for the 50<sup>th</sup> Anniversary Commission.



## Volunteer Boards & Commissions

- Arts Commission
- Barrington Road Interchange Task Force
- Barrington Square Mall Land Use Committee
- Capital Improvements Board
- Celebrations Commission
- Children's Memorial Commission
- Commission for Disabled Seniors
- Commission for Senior Citizens
- Comprehensive Plan Advisory
- Cultural Awareness Commission
- Economic Development Commission
- Electrical Commission
- EMA
- Emerging Technology Advisory Commission
- Environmental Commission
- Fire and Police Commission
- Fiftieth Anniversary Commission
- Firefighters Pension Board
- Fourth of July Commission
- Green Initiatives Commission
- Historical Sites Commission
- Local Historian
- Plan Commission
- Police Pension Board
- Public Building Improvement Committee
- Road Improvement Impact Fee
- Traffic Advisory Commission
- Roselle Road Business District Committee
- Sign Code Advisory Committee
- Sister Cities Commission
- Stormwater Management
- Utility Commission
- Veterans Memorial Commission
- Western Area Services Development Committee
- Youth Commission
- Zoning Board of Appeals



# Community Information

## Demographic and Community Data



**Founded:** 1959

**Population:** 52,520  
(2003 Special Census)

**Land Area:** 22.1 square miles

**Households:** 17,387  
(2000 Decennial Census)

**Persons per Household:** 2.89  
(2000 Decennial Census)

**Median Age:** 33.6  
(2000 Decennial Census)

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

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

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

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

**Lodging:** 8 hotels; 1,000 rooms

**Restaurants:** More than

75 restaurants in the Village, featuring varied cuisine.

### Transportation

#### Roadways

- Interstate 90 (Northwest Tollway)
- 6 State highways with regional significance
- 11 County highways with regional significance

#### Commuter Rail

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

#### Chicagoland Airports

- O'Hare International Airport
- Midway International Airport
- Schaumburg Regional Airport
- DuPage Regional Airport
- Palwaukee Regional Airport

### Top Area Employers

- Sears Holdings Corp.

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

### Education

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

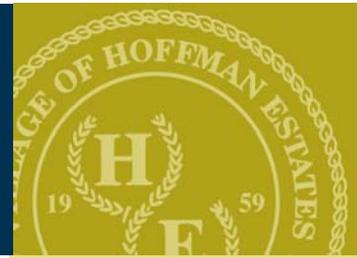
### Recreation

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



Adults and children alike enjoy the Village's annual Fourth of July Festival, which is just one of the many events and activities planned throughout the year by the various Village of Hoffman Estates committees.

# Village Contact Information



## Elected Officials

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

## Department Directors

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



Everyone had a “blast” at the annual Friendship Tree Lighting Ceremony!



# Addendum



The new Children's Memorial located in the front of Village Hall

## Village Board and Standing Committee Meetings

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

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

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

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call 847-882-9100. All telephones are V/TTY. The switchboard is open weekdays from 8:30 a.m. until 5:00 p.m.

## Municipal Facilities

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

**Police Department—  
Bruce C. Lind Complex**  
1200 Gannon Drive  
Hoffman Estates, IL 60169  
Emergency: 911  
Non-Emergency: 847-882-1818

**Susan H. Kenley-Rupnow  
Public Works Center**  
2305 Pembroke Avenue  
Hoffman Estates, IL 60169  
Phone: 847-490-6800

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

**Fire Station 21—  
Carl W. Selke Station**  
225 Flagstaff Lane  
Hoffman Estates, IL 60169  
Emergency: 911

**Fire Station 22—  
Michael J. O'Malley Station**  
1700 Moonlake Boulevard  
Hoffman Estates, IL 60169  
Emergency: 911

**Fire Station 23—  
Richard G. Cordova Station**  
1300 Westbury Drive  
Hoffman Estates, IL 60192  
Emergency: 911

**Fire Station 24—**  
5775 Beacon Pointe Drive  
Hoffman Estates, IL 60192  
Emergency: 911



VILLAGE OF HOFFMAN ESTATES  
2009 ANNUAL REPORT