

The seal of the Village of Hoffman Estates, Illinois, is a circular emblem. It features a central shield with a stylized 'H' and 'E' and the year '1959'. The shield is flanked by two olive branches. The outer ring of the seal contains the text 'VILLAGE OF HOFFMAN ESTATES, ILLINOIS' at the top and 'GROWING TO GREATNESS' at the bottom, separated by a decorative chain-link border.

Village of Hoffman Estates, Illinois

2023 Annual Operating and
Capital Budget





VILLAGE ELECTED OFFICIALS

William D. McLeod

President

Karen V. Mills

Anna Newell

Gary J. Pilafas

Gary G. Stanton

Michael Gaeta

Karen J. Arnet

Trustees

Bev Romanoff

Village Clerk

VILLAGE MANAGEMENT TEAM

Eric Palm

Village Manager

Dan O'Malley

Deputy Village Manager

Suzanne Ostrovsky

Assistant Village Manager

Arthur L. Janura, Jr.

Corporation Counsel

Kasia Cawley

Police Chief

Rachel Musiala

Director of Finance

Pete Gugliotta

Director of Development
Services

Monica Saavedra

Director of Health
& Human Services

Alan Wax

Fire Chief

Joseph Nebel

Director of Public Works

Patrick Seger

Director of Human
Resources Management

Darek Raszka

Director of Information Systems



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Hoffman Estates
Illinois**

For the Fiscal Year Beginning

January 01, 2022

Christopher P. Morill

Executive Director

The seal of the Village of Hoffman Estates is a circular emblem. It features a central shield with a sun rising over a field, flanked by two sheaves of wheat. Above the shield is a banner with the text "VILLAGE OF HOFFMAN". Below the shield is another banner with the text "ESTABLISHED 1959". The outer ring of the seal contains the text "VILLAGE OF HOFFMAN" at the top and "GROWTH THROUGH KNOWLEDGE" at the bottom.

READER'S GUIDE TO UNDERSTANDING THE BUDGET

This reader's guide is to assist in understanding the various sections of a complex budget document. The budget is divided into various sections, which are detailed with explanations below.

Budget Message

This is a message from the Village Manager and the Finance Director about the challenges, opportunities and uncertainties the Village faces in preparing the annual Operating and Capital Budget. The message highlights the Village's budget priorities and the principles adhered to in developing the budget.

Village Overview

The Village Overview section gives general information about the Village of Hoffman Estates, including an organization chart, its mission statement and entity-wide goals, location, history, demographics and community economics.

Budget Overview

The Budget Overview section details the overall budget process and gives a basic understanding of how the Village creates and presents a budget document. It also summarizes the Village's fund structure and provides detailed explanations of the major revenue sources of the Village. This section also contains information on the Village's performance measure process that takes place throughout the year and is reported in this document. Also, this section gives a detailed look in to the Village's long-range financial plan.

Budget Summaries

The Budget Summaries present the Village's Operating and Capital Budget in table and chart form. The Village presents this financial information in several different ways and compares current year information to prior years in order to gain a better understanding of the flow of funds and to note significant changes year after year. This section contains information on staffing levels and changes in fund balances for each of the Village's funds.

Budget Narratives

The Budget Narratives are divided by fund, then department, then division, if applicable. Each fund, as well as each department/division within each fund, will have a budget narrative. These narratives start with a description of the department/division and detail the prior year accomplishments, followed by a chart detailing the goals, objectives and performance measures. The goals for each division will reflect the linkage to the Village Board goals, if applicable. Lastly, the budget highlights sections include a chart of divisional expenses for prior years and current year along with a description of significant variances from the prior budget year to the current budget year.

READER'S GUIDE TO UNDERSTANDING THE BUDGET

Capital Improvements Program

The Capital Improvements Program is a comprehensive 5-year plan for the development of the Village's capital facilities, infrastructure and equipment. A summary of the capital projects will be listed by project type and department. Each capital project that is categorized as significant and non-routine will have a detailed explanation of the project and will specify its impact on the Operating Budget. The budget for the Capital Improvements Program is developed and presented separate from the Operating Budget.

Appendix

The Appendix of this document includes a brief narrative of the Village's financial policies as well as a glossary and a list of common acronyms used in this document.

TABLE OF CONTENTS

Click items in the Table of Contents to navigate this document

BUDGET MESSAGE

11

VILLAGE OVERVIEW

23

Village Strategic Plan	24
Mission Statement	25
Strategic Planning Priorities	26
Village Board Goals	27
Organization Chart	30
Government Profile & Location	31
History.	32
Village Residents at a Glance	34
Community Economic Profile	35
Most Frequently Asked Questions	39

BUDGET OVERVIEW

41

Budget Process	43
Fund Structure	45
Major Funds	48
Major Revenue Sources	49
Performance Measure System	56
Long-Range Financial Planning	58

BUDGET SUMMARIES

71

Revenue & Expenditure Budget Summary.	72
Revenue & Expenditure Overall Financial Summary	73
Revenue Summary by Funding Source – All Funds	74
Expenditure Summary by Object – All Funds	75
Revenue & Expenditure Summary - General Fund.	76
Revenue Detail – General Fund.	77
Expenditure Summary by Department – General Fund.	80
Expenditure Summary by Object – General Fund.	83

Revenue Summary by Fund – Other Funds.	85
Expenditure Summary by Fund – Other Funds.	87
2022 Levy Year Property Tax Analysis	89
Full-Time Equivalent Summary	90
Changes in Staffing Levels	92
Projected Impact of FY2023	93
Major Increases or Decreases in Fund Balance	95

BUDGET NARRATIVES

97

General Fund

General Government Department	98
Legislative	100
General Government Administration	102
Legal	106
Finance	109
Village Clerk	113
Human Resources Management	116
Communications	121
Emergency Operations	125
Police Department	129
Police Administration	131
Juvenile Investigations	135
Tactical.	137
Patrol and Response	139
Traffic	143
Investigations	146
Community Relations	149
Canine	153
Police Records.	155
Special Services	157
Administrative Services	158
Fire Department	161
Fire Administration	163
Public Education	165
Fire Suppression.	167
Emergency Medical Services.	170
Fire Prevention	172
Fire Stations	175
Public Works Department	177
Public Works Administration	179
Snow and Ice Control	181
Traffic Operations	183

Public Works Department (continued)	
Forestry	186
Facilities Maintenance	188
Fleet Services	191
Fast Action Service Team.	194
Storm Sewers	196
Traffic Control	198
Development Services Department	199
Development Services Administration.	201
Planning & Transportation	204
Code Enforcement	209
Engineering	213
Economic Development	217
Health & Human Services Department	221
Boards and Commissions	227
Fourth of July Commission	229
Fire & Police Commission	230
Miscellaneous Boards & Commissions.	231
Special Revenue Funds	233
Motor Fuel Tax Fund	234
Community Development Block Grant Fund	236
Asset Seizure Fund	237
Municipal Waste System Fund	238
Roselle Road TIF Fund	239
Barrington/Higgins Roads TIF Fund	241
Higgins/Hassell Roads TIF Fund	243
Lakewood Center TIF Fund	244
Higgins-Old Sutton TIF Fund	246
Stonington & Pembroke TIF Fund	247
Debt Service Funds	249
Capital Project Funds	261
Capital Improvements Fund	262
Road Improvement Fund	263
Capital Vehicle & Equipment Fund	264
Capital Replacement Fund	265
Stormwater Management Fund	266
Central Road Corridor Improvement Fund.	268
Hoffman Boulevard Bridge Maintenance Fund.	269
Western Corridor Fund	270
Traffic Improvement Fund	271
Prairie Stone Capital Fund	272
Central Area Road Improvement Impact Fee Fund	273
Western Area Traffic Improvement Fund	274
Western Area Road Improvement Impact Fee Fund	275
2019 Project Fund	276

Enterprise Funds	277
Water & Sewer Fund Summary	278
Water	279
Sewer	282
Water Billing	285
Water & Sewer Capital	288
NOW Arena Operating Fund	289
Internal Service Funds	293
Insurance Fund	294
Information Technology Fund	295
Pension Trust Funds.	301
Police Pension	302
Fire Pension	303

CAPITAL IMPROVEMENTS PROGRAM 305

CIP Introduction	306
Summary of Capital Requests by Project Type	309
Summary of Capital Requests by Department	310
Summary of Capital Requests - Source of Funds	311
Capital Requests – General Government	312
Capital Requests – Police Department	313
Capital Requests – Fire Department	314
Capital Requests – Public Works Department.	316
Capital Requests – Development Services Department	324
Capital Requests – Information Technology Department	328
Capital Requests – NOW Arena	329
Capital Request – Annual Impact on Operating Budget	330

APPENDIX 331

Financial Policies	332
Glossary	335
Commonly Used Acronyms	340



BUDGET MESSAGE



Village of Hoffman Estates

Village Manager's Office

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December 6, 2022

FY2023 OPERATING AND CAPITAL BUDGET

Village President and Board of Trustees
Village of Hoffman Estates, Illinois

Ladies and Gentlemen:

INTRODUCTION

The Management Team and staff are pleased to present the FY2023 Operating and Capital Budget for your consideration. The FY2023 budget year operates under the Municipal Budget Act as adopted by the Board of Trustees on September 15, 1997. Under the Act, the Village's budget is a comprehensive financial plan that projects both anticipated revenues and adopted expenditures/expenses for the fiscal year. The Village's operating budget serves as an excellent source of communication to Village residents and businesses in terms of Village services, goals, and public infrastructure investment.

This document is an important tool for sound fiscal management. As provided for in the budget adoption ordinance, the legal level of control is by department or division. A budgetary system of monitoring and control has been established to ensure accountability and budgetary compliance.

STATE OF THE ECONOMY

In FY2022, the national economy is still recovering from the effects of the COVID pandemic that started in FY2020, but that recovery is unsteady. Production, supply and shipping delays have been incredibly impactful on municipalities, residents, and businesses. The continued low unemployment rate has led to staffing shortages, and the strong housing market is starting to weaken due to higher mortgage rates. Although people are trying to return to a "normal" life by returning to work and social outings, the impact of the pandemic still lingers.

Although the stock market hit all-time highs post-COVID, it dropped significantly during FY2022. As of the end of October, 2021, the Dow Jones Industrial index had reached over 35,500, which was almost double what it was when COVID hit hardest in mid-March 2020. However, numbers fell below 30,000 several times during FY2022, which was concerning to many investors. Luckily, it has recovered slightly and is currently at 33,000.

The current national unemployment rate is 3.5%, down from 4.8% this same time last year. This is good news, especially considering inflation is at a 40-year high, and escalated pricing across all industries has been a burden on consumers.

REVIEW OF BUDGET YEAR FY2022

Regardless of the state of the economy, the Village's main priority has remained keeping residents and employees safe, while continuing to provide critical Village services. In the originally approved FY2022 budget, the Village projected a 5.7% increase in General Fund revenues, and a corresponding 5.7% increase in expenditures. Although this would result in revenues being under

expenditures, the Village planned to utilize \$2.45 million of fund reserves to pay for capital and balance the budget.

The federal government provided financial assistance to municipalities due to the financial impacts of COVID in FY2020-2021. The American Rescue Plan Act (ARPA), adopted in March 2021, provided aid to municipalities based on census information. As a result, the Village was awarded \$5,634,310. This amount was paid in two allotments, the first of which was received in May 2021, and the second in May 2022. This second installment was reflected in the FY2022 budget.

In addition to the ARPA funds, the Village received federal funding to support the Village-owned NOW Arena. The Small Business Administration offered a Shuttered Venue Operators (SVO) Grant for venues that experienced significant losses during FY2020 due exclusively to the COVID pandemic. Since the Arena was closed the majority of that year, the Village was able to apply for and eventually be awarded this grant. In July 2021, the Village received \$4,835,714, followed by another \$2,417,857 in FY2022 as a continuation of this grant funding. In total, the \$7.2 million received is being used to fund debt service payments, as well as capital projects. Although this funding is showing in the NOW Arena Fund, it is a positive boost for the Village overall.

More specifically for the General Fund, the Village was cautious going into FY2022, predicting that the national economy might be on the verge of a recession. Staff anticipated major declines in the economy in FY2021, but when that did not happen, the Village exercised even more caution going into FY2022. However, surprisingly, major Village revenues have not been impacted negatively as of yet. Hotel tax, sales taxes, and income taxes are all significantly over budget in FY2022. Comparing FY2022 budget to FY2022 estimates, Hotel Tax is projected to finish up 86%, Home Rule sales tax is up 44%, state-shared sales tax up 16%, and income tax up 31%.

As for expenditures coming into FY2022, the Village increased its operating budget slightly, but kept capital expenses level with the drastic cuts made back in FY2021, not knowing what was going to happen to the economy. Due to the positive revenue results mentioned above, \$2.5 million of surplus has been transferred from the General Fund to the Capital Replacement Fund to fund future capital needs. (This is in addition to the \$5 million that was transferred to the Capital Replacement Fund in FY2021.) The other primary reason for the Village's expenditures being over budget in the table below is the recording of the gross Ground Emergency Medical Transportation (GEMT) revenues and offsetting expenditures (only the net revenues were budgeted).

General Fund Projected FY2022 Year-end Results		
	Original Budget	Projected
Revenues	\$63,288,960	\$71,311,150
Expenditures	-\$65,706,860	-\$69,514,760
Fund Balance Transfer	\$2,450,000	\$0
Total Revenues over Expenditures	\$32,100	\$1,796,390

Finally, as shown in the table above, the Village originally planned to use \$2.45 million of General Fund reserves in FY2022 to fund capital. However, as a result of the aforementioned positive revenues, the Village does not need to utilize fund balance in FY2022. This action will help preserve fund balance to address any potential shortfalls in FY2023.

FY2023 BUDGET HIGHLIGHTS

As always, the Village remains focused on maintaining essential services while ensuring the continued health and safety of our residents and employees. Departments have learned to be vigilant in their use of limited resources and to be innovative with methods of service delivery. With the positive financial results from the two prior years, the Village has made it a priority to tackle its growing list of capital needs in FY2023. The General Fund is contributing over \$4 million of funds towards the \$23.1 million of total capital needs in FY2023. Many capital projects are being discussed and moving forward, including a fire station needs assessment, street light installations for all Village collector streets, and much-needed parking lot improvements. Technology is also an organizational-wide focus of the FY2023 budget. The Village will be evaluating our existing business processes and how they integrate with our current software platforms.

This budget also includes a flat property tax levy for FY2023 (levy year 2022).

Personnel

Each year, staffing levels are evaluated to ensure resources are being utilized in the most efficient manner possible. Changes to staffing are considered only after careful analysis of the costs versus the benefits. New positions or changes in employee hours that were requested and approved for the FY2023 budget are reflected in the numbers below.

Full-Time Equivalents All Funds				
Major Function	2021 Budgeted	2022 Budgeted	2023 Budgeted	Change '22 to '23
Police	105.90	107.90	107.40	(0.50)
Fire	97.40	97.40	97.40	-
Public Works	71.28	72.05	72.70	0.65
Development Services	33.81	34.86	34.44	(0.42)
Health & Human Svcs	7.38	8.03	8.80	0.77
General Government	42.36	42.65	42.43	(0.22)
Total FTE's	358.13	362.89	363.17	0.28

The FY2023 budget includes a .28 increase in full-time equivalent staff which includes:

- Addition of a new part-time Events Coordinator (General Government)
- Conversion of one part-time Municipal Intern to full-time in Public Works, which is offset by the elimination of an intern in Development Services
- Conversion of one Health & Human Services Clinical Supervisor from part-time to full-time
- Minor adjustments in position classifications and hours for several other employees (Engineering, Human Resources Management and Village Clerk divisions)

Capital Improvements Program

Prior to finalizing the FY2023 operating budget, the Capital Improvements Board (CIB) reviewed and recommended the Capital Improvements Program (CIP) budget, which focuses on all vehicles and capital items over \$25,000. Planning decisions are made in the CIP with regard to existing and new facilities, equipment, and infrastructure. For existing facilities, the planning process addresses appropriate maintenance strategies and repair versus replacement. New service demands are also considered, since they will affect capital facility requirements.

The FY2023 requests in the 2023-2027 CIP total \$23.1 million. Of this total, \$7.4 million represents streets and related infrastructure, including \$6.2 million for Street Revitalization.

Capital Improvement Program by Project Type			
	FY2021	FY2022	FY2023
Water & Sanitary Sewer	4,082,000	4,120,250	5,687,000
Street & Related Infrastructure	7,108,920	7,581,400	7,414,590
Public Buildings	262,700	1,240,320	1,984,500
Misc. Public Improvements	4,131,500	9,564,500	5,521,050
Equipment	1,170,950	1,130,360	1,249,670
Technology	691,000	1,723,100	1,286,200
Total	17,447,070	25,359,930	23,143,010

All of the FY2023 CIP items have been incorporated into the proposed FY2023 Operating and Capital Budget.

Capital Improvement Program by Funding Source			
	FY2021	FY2022	FY2023
General Fund	-	2,456,480	4,006,620
Water & Sewer Fund	2,365,730	2,941,960	5,768,500
Motor Fuel Tax Fund	1,575,000	1,750,000	1,925,000
Asset Seizure Funds	11,590	11,880	-
Prairie Stone Capital Funds	680,000	680,000	650,000
2017 Bond Issue Proceeds	950,000	970,000	1,111,000
State of Illinois Loan	1,000,000	210,000	-
Capital Fund Balances	400,000	974,950	402,500
IDOT & Cook County	-	99,500	-
Federal & State Grants	565,000	142,290	199,590
Roselle Rd TIF Funds	2,370,000	2,335,000	-
Impact Fees & Improve. Funds	1,081,330	594,540	-
Information Technology User Charges	703,000	272,000	120,000
Stormwater Management Fees	165,000	580,000	1,015,000
Electric Utility Tax	1,687,020	1,780,160	1,650,000
Municipal Motor Fuel Tax	320,000	380,000	380,000
Municipal Gas Use Tax	115,000	760,000	1,160,000
Packaged Liquor Tax	90,000	340,000	250,000
Rebuild Illinois Funds	2,310,000	1,440,000	570,000
NOW Arena Funds	40,000	2,563,000	919,800
Other	466,900	1,660,170	815,000
Unfunded	551,500	2,418,000	2,200,000
Total	17,447,070	25,359,930	23,143,010

FY2023 BUDGET – ALL FUNDS

The total FY2023 budget for all funds of the Village is included in this document. The total net operating and capital budget is \$167,884,250, which represents a 5.0% increase from \$159,952,400 in FY2022.

Fiscal Year 2023			
Operating & Capital Budget - All Funds			
	Revenues	Expenditures	Difference
General Fund	66,834,100	(71,666,110)	(4,832,010)
Other Funds	85,938,440	(96,218,140)	(10,279,700)
Total Proposed Budget	152,772,540	(167,884,250)	(15,111,710)

The FY2023 operating and capital budget for all funds, including transfers and capital projects, shows expenditures/expenses exceeding revenues by \$15,111,710. The deficit in the General Fund is related to \$4.8 million of reserves being utilized for capital. Another \$3.6 million of Water & Sewer Fund reserves is also being spent on capital. \$2.5 million of pension fund reserves is budgeted for pension payments and the balance of the \$15 million deficit is the spending of accumulated reserves for approved projects across multiple funds.

The chart below summarizes FY2023 proposed budgeted revenues by source for all funds:

Revenue Summary by Source			
All Funds			
	FY2022 Budget	FY2023 Budget	Percent Change
Property Taxes	26,758,850	26,768,850	0.0%
EDA Incremental Taxes	1,500,000	-	-100.0%
Other Taxes	25,329,490	25,479,320	0.6%
Licenses & Permits	1,563,700	2,235,700	43.0%
Intergovernmental Revenues	24,689,580	23,082,340	-6.5%
User Charges	47,110,670	52,145,290	10.7%
Fines	1,066,000	1,216,000	14.1%
Investment Earnings	1,673,050	1,909,060	14.1%
Miscellaneous	7,279,030	4,355,950	-40.2%
Bond/Note Proceeds	1,572,940	1,125,000	-28.5%
Total Operating Revenues	138,543,310	138,317,510	-0.2%
Operating Transfers	10,062,170	14,455,030	43.7%
Total Revenues	148,605,480	152,772,540	2.8%

The projected operating revenues without operating transfers total \$138,317,510, a minor overall decrease from FY2022. The chart below summarizes FY2023 proposed budgeted expenditures by object for all funds:

Expenditure Summary by Object			
All Funds	FY2022 Budget	FY2023 Budget	Percent Change
Salaries & Wages	36,528,300	37,921,640	3.8%
Employee Benefits	36,811,580	37,864,090	2.9%
Misc. Employee Expenses	789,110	775,640	-1.7%
Commodities	1,636,820	2,044,880	24.9%
Contractual Services	46,969,310	45,712,160	-2.7%
Debt Service	9,268,480	9,315,440	0.5%
Total Operating Expenses	132,003,600	133,633,850	1.2%
Capital Outlay	17,886,630	19,795,370	10.7%
Operating Transfers	10,062,170	14,455,030	43.7%
Total Expenditures	159,952,400	167,884,250	5.0%

The FY2023 operating budget for expenditures, exclusive of interfund transfers and capital projects, totals \$133,633,850, which represents a 1.2% increase from the FY2022 operating budget. Increased expenditures relate to annual salary and merit increases (Salaries & Wages) and increases in Public Works gasoline and road salt pricing (Commodities).

Total personnel expenditures/expenses (Salaries & Wages and Employee Benefits) equal \$75,785,730, or 56.7% of the total operating expenses (*excluding* Capital Outlay and Operating Transfers) for all funds and 45.1% of total budgeted expenditures among all funds.

FY2023 BUDGET – GENERAL FUND

The FY2023 budget reflects a General Fund surplus of \$17,990, factoring in the recommended use of \$4,850,000 in General Fund reserves.

General Fund FY2023 Budget			
	FY2022 Budget	FY2023 Budget	% Increase
Revenues	63,288,960	66,834,100	5.6%
Expenditures	(65,706,860)	(71,666,110)	9.1%
Fund Balance Transfer	2,450,000	4,850,000	
Total Revenues over Expenditures	32,100	17,990	

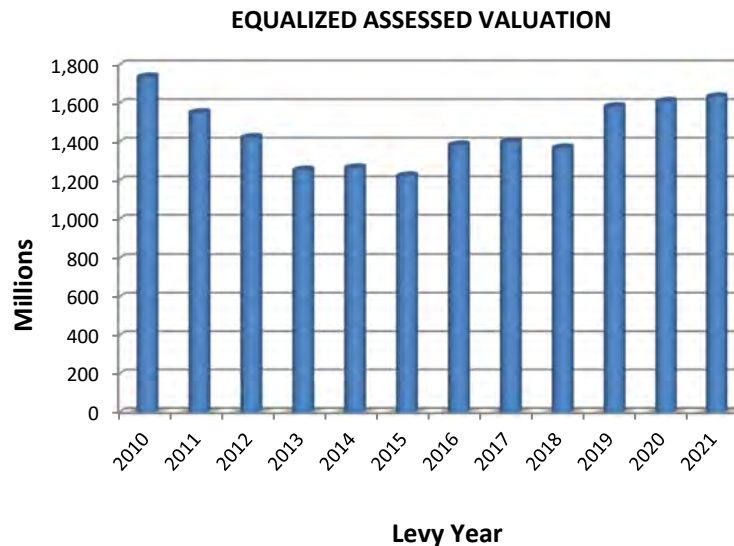
The FY2023 budget projects a year-over-year increase of \$3,545,140, or 5.6%, in General Fund revenues. The majority of the increase for FY2023 revenues is related to the accounting for the GEMT revenues, no longer net of expenses.

General Fund expenses are projected to increase by \$5,959,250, or 9.1%, year-over-year. This is primarily related to the corresponding increase in GEMT expenses, as mentioned above, as well as increased capital funding coming from the General Fund. For FY2023, all contractually-agreed upon union general wage increases remain intact. For non-union employees, the Village has proposed a merit-based increase of 0-5%.

As noted above, the FY2023 budget recommendation includes the use of \$4,850,000 of General Fund reserves for capital needs such as information technology equipment, vehicles and other machinery.

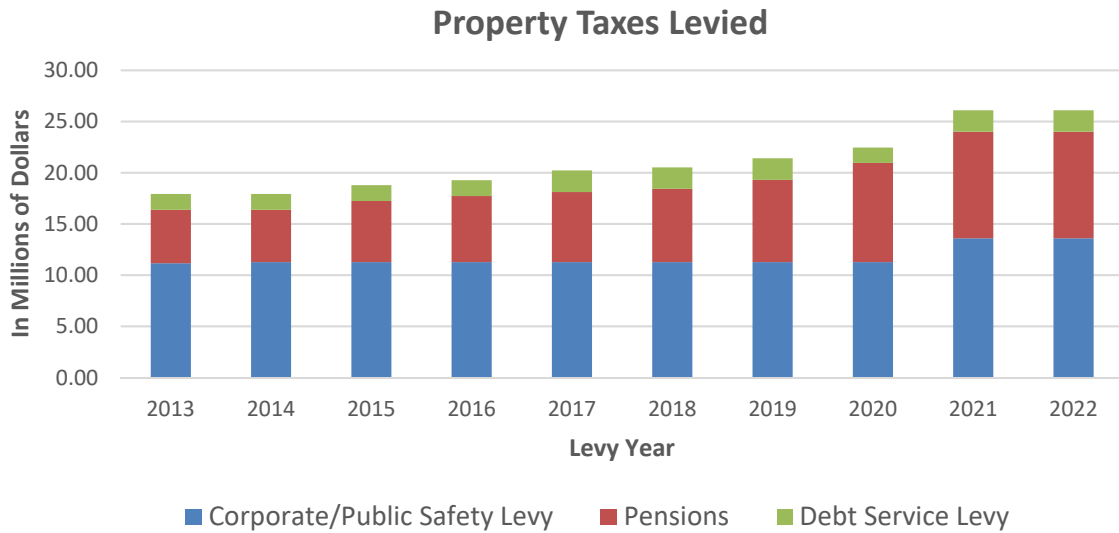
PROPERTY TAXES

Following a minimal 1.69% increase to the Village's Equalized Assessed Valuation (EAV) in FY2021, the Village was expecting an increase in FY2022 related to the dissolution of the Economic Development Area (EDA) and those parcels being added to the regular tax rolls. However, due to a significant decline in the state's Equalization Factor (-6.8%), the EAV did not increase as much as expected (only 1.5%); therefore, the Village's correlating tax rate is increasing more than anticipated. The Village levies an exact amount; therefore, fluctuations in EAV do not impact the total amount levied.

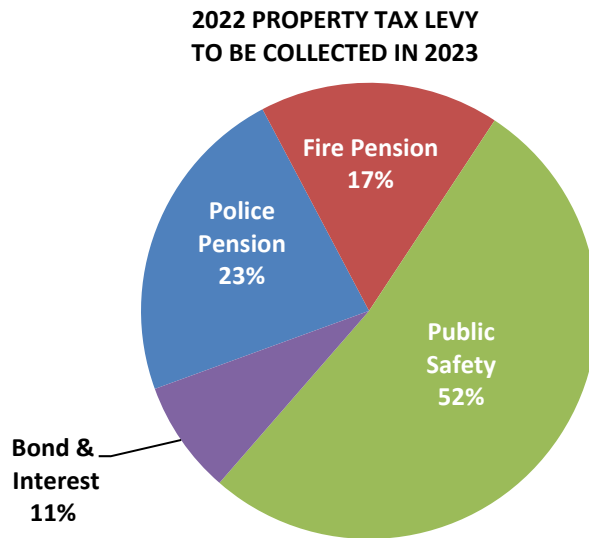


The FY2023 budget includes total property tax revenue of \$26,103,844 for levy year 2022, which is the same levy amount as the prior year. Adding in the 2% loss and cost, the total 2022 property tax extension is \$26,625,921, **which represents a 0.0% increase over the 2021 levy.** The Village's property tax levy is made up of several components. In addition to the Public Safety amounts needed for the Village's General Fund, each year, the Village hires an independent actuary to calculate the property tax levies required for the Police and Fire pension funds.

Total Property Tax Levy				
Levy Year 2022 (to be paid and received in FY2023)				
Fund	TLY2021 Proposed Levy	TLY2022 Proposed Levy	Increase (Decrease)	Percent Change
Police Pension	5,954,497	5,954,497	-	0.0%
Fire Pension	4,444,257	4,444,257	-	0.0%
Public Safety	13,604,510	13,604,510	-	0.0%
Subtotal	24,003,264	24,003,264	-	0.0%
Debt Service	9,103,316	9,199,202	95,886	1.1%
Less Abatements	(7,002,736)	(7,098,622)	(95,886)	1.4%
Total	26,103,844	26,103,844	-	0.0%

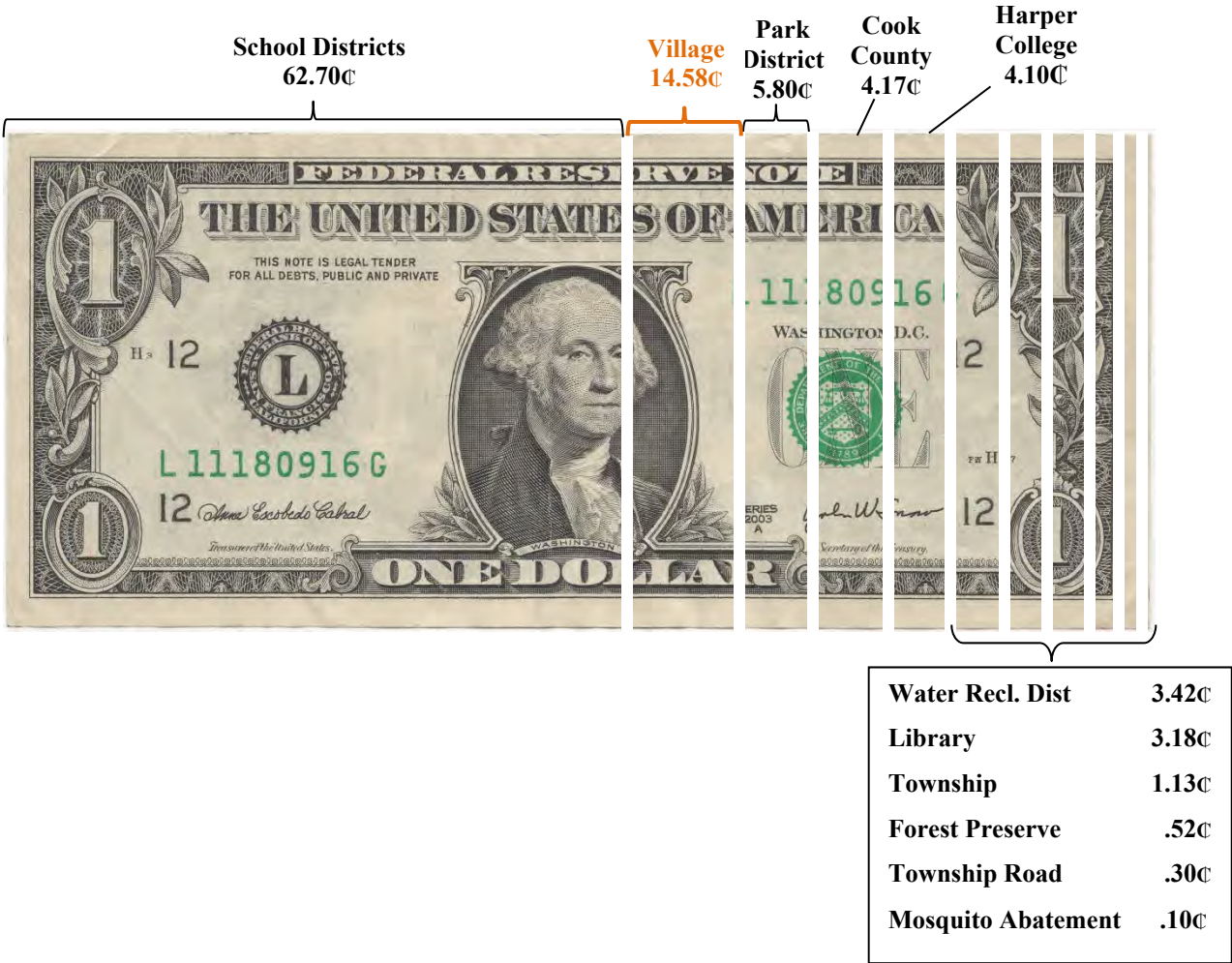


A portion of the property tax levy is used to fund the Village's outstanding debt. This amount is determined based on the amount of principal and interest to be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds. For example, bonds issued for the Village's new water meter reading system were funded by Water & Sewer funds. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy, and the levy is reduced.



The Village receives only a portion of the property taxes paid by Hoffman Estates residents and businesses. Approximately 85% of the average property tax bill is attributed to other taxing districts as shown on the following page.

Where do the property taxes go?



AWARD

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Hoffman Estates, Illinois for its annual budget for the fiscal year beginning January 1, 2022. 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.

This award is valid for a period of one year only. Staff believes that the Village’s current budget continues to conform to program requirements, and will therefore be submitting it to GFOA to determine its eligibility for another award.

SUMMARY

FY2022 has resulted in positive financial results for the Village of Hoffman Estates. Although staff was cautious and expecting recessionary trends to begin, that did not happen. Additional federal funding, as well as positive revenue results, will help the Village end FY2022 in a good position. However, with the economy uncertain heading into FY2023, staff is recommending a conservative spending plan that builds upon the Village's strong financial foundation.

The FY2023 budget continues to advance the Village Board's goals for the community. Neighborhood investments include a robust street revitalization program, ongoing water and sewer capital improvements, street light improvements, and public safety advancements. The recommended budget addresses the Village's fiscal challenges, while ensuring that the Village of Hoffman Estates continues to provide high-quality services to its residents, businesses and other stakeholders.

Public Hearing and Notice of Availability of Budget

Copies of the tentative budget were made available for public inspection at least ten (10) days prior to the passage of the annual budget, and notice of this availability was published in a newspaper having general circulation within the Village. Not less than one week after publication that the budget is available for public inspection, and prior to final action on the budget, one public hearing was held on the tentative annual budget by the Board of Trustees. Notice of the public hearing was given at least one week prior to the time of the public hearing date.

ACKNOWLEDGEMENTS

The Village's budget is the culmination of the time and hard work of many people. We would like to extend our sincere appreciation to all of the department directors and their staff for their continued dedication and assistance during the budget process. Of course, the Village President and Board of Trustees' continued support of staff and the responsible and progressive manner in which they conduct the financial affairs of the Village must be applauded. Critically reviewing, assessing and adjusting policies and practices can be challenging, but if the community is to continue to progress and to remain financially stable, this process is necessary in order to achieve the goals as set forth by the Village Board.

Respectfully submitted,

Eric Palm
Village Manager

Rachel Musiala
Director of Finance





VILLAGE OVERVIEW

The Village's Strategic Plan

The Village of Hoffman Estates performs a comprehensive update of its Village Board Goals every three to five years, with a thorough review on an annual basis as part of its budgeting process. Since most of the Village's strategic goals are long-term in nature, the annual review is sufficient in making sure service delivery continues to be aligned with current conditions and budgeted spending.

During the comprehensive goal-setting years, the Village Board and Village staff are all actively involved in compiling the current list of factors that may influence the future of the Village, a lot of which comes from resident input. These goal-setting sessions are done without regard to resources that may be available currently so that the vision that comes out of these sessions is not restricted. Current environmental factors as well as critical issues are a few of the many focal points that are discussed as a group in order to formulate an effective plan of action for the near future. The most recent goals presented within this document were derived from a formal process that occurred with the help of an outside consultant.

Once the Village Board Goals (strategic plan) is established, strategies are then put into place in order to work towards achieving those goals. Any department that may have an impact on a goal will formulate a plan of action (Department Goals & Objectives within the Budget Narratives in this document), and achievements are monitored on a regular basis (Performance Measures within the Budget Narratives in this document). Progress is also monitored through regular meetings with Village staff and reports are given to the Village Board if issues arise or goals progress.



Village of Hoffman Estates



Mission Statement

The mission of the Village of Hoffman Estates is to continually improve the quality of life for our residents and business community by providing responsive and efficient municipal services.

Organizational Principles

We believe that the municipal government exists to serve the residents and business community.

We believe that continuous improvement in the quality and methods of services is essential to maintain a standard of excellence in municipal government.

We believe that the Village Board provides the leadership and guidance to meet the needs of our community.

We believe that our employees are a valuable resource to our community and through their personal and professional growth enhance the quality of services.

We believe that encouragement of citizen participation and community involvement is essential for good government.

We believe that the Village should continually evaluate its services in an environment of rapid social, cultural, economic and technological change.

We believe that the Village should continue to be a leader in municipal government.

Our Vision

Excellence – The Village will be a model of *EXCELLENCE* in providing municipal services.

Leadership – The Village will provide *LEADERSHIP* to manage change and encourage creativity, productivity and innovation.

Commitment – The Village is *COMMITTED* to continually improving the quality of services to our residents and our employees.

Communication – The Village will *COMMUNICATE* openly with honesty and integrity.

Environment – The Village will foster good stewardship of our natural *ENVIRONMENT* through protection and conservation of natural resources.

Diversity – The Village will leverage its strength as a uniquely *DIVERSIFIED* community by developing interactive relationships with all residents in order to enhance the quality of life throughout the Village.

Resources – The Village is dedicated to assuring that *RESOURCES* are used efficiently and wisely toward the achievement of our mission.



Village of Hoffman Estates - Strategic Planning Priorities

Communication

Effectively communicate the Village priorities and information to the community in a clear, direct and proactive manner that increases engagement and understanding of Village services, initiatives and programs.

Sustainability

Explore and implement sustainable programs and practices as outlined in the Sustainability Plan by applying for grant opportunities, and integrate sustainability into Village operations where feasible.

Transportation

Collaborate with local, regional, state, and national agencies to identify and implement initiatives to improve all modes of public transportation, including bicycle and pedestrian travel, throughout the Village.

Infrastructure

Maintain and improve the Village's infrastructure, including designing, funding, and implementing a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks, and storm water management projects.

Public Safety

Ensure the health, welfare, and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police, and emergency management, as well as affordable physical and mental health and wellness services.

Fiscal Responsibility

Provide municipal services in a fiscally sustainable manner given current economic conditions, and continue to be a leader in legislative advocacy to protect local governmental revenue streams and oppose unfunded mandates.

Economic Development

Create a thriving and vital local economy with a strong blend of retail, clean-industrial, commercial, and residential properties.

Technology

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability, and increase accessibility and convenience to residents and businesses.

Organizational Development

Enhance the Village's operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.



Village of Hoffman Estates – FY 2023 Goals

Sustainability

Investigate grant opportunities and programs/initiatives that reinforce sustainability efforts in the community. Maximize resources through participation in the grant-funded Metropolitan Mayors Caucus Greenest Region Corps/AmeriCorps program, which will provide for a full-time sustainability coordinator position for a portion of FY2023.

Execute the third year of the Renewable Energy Aggregation Program; the program brings the benefits of “green” energy to homes and small businesses within the Village and results in over \$40,000 annually targeted for sustainability projects.

Explore options for installing electrical vehicle (EV) chargers at Village Hall and encourage installation at private businesses within the Village.

Through the Village’s Sustainability Commission, consider addition of an opt-in food scrap composting program and engage the public to reduce recycling contamination.

Transportation

Initiate an update to the Village’s Pedestrian and Bicycle Plan

Partner with local, regional, and state agencies to improve and promote transportation facilities and opportunities within the Village through initiatives with PACE, including the new Park & Ride/Kiss & Ride and the Bus Rapid Transit plan; with Cook County, regarding expanded/improved bike paths along Central and Beverly Roads; and locally, through the Subsidized Taxi Program.

Infrastructure

Conduct a study that evaluates the Village’s water system and analyzes the need for water storage, interconnections with other agencies/communities and the need for maintaining existing well systems for emergencies.

Examine areas that are in need of additional street lighting and create a plan to address and implement.

Enhance the quality of neighborhoods by continuing the annual Street Revitalization Program and reviewing maintenance of the utility infrastructure through engineering studies, including water/sewer mains; evaluation of public facilities/building; and a storm water utility capital plan.

Complete rollout of Village’s asset management software. Educate operating departments on its use and functionality.

Public Safety

Purchase and integrate body worn cameras for the police department.

Conduct a fire station study that evaluates service and departmental needs, including fire station locations to maximize emergency response efficiencies and service effectiveness.



Hire a community social worker to assist emergency responders and to reach underserved areas in the community.

Continue contingency planning for the provision of reliable police, fire, and emergency services in disasters and extreme events. Promote awareness of the Village's Emergency Operations Plan/disaster preparedness by increasing outreach efforts to inform and educate residents and the business community. Provide opportunities for training – include elected officials when appropriate. Initiate updates to the Village's Building Codes.

Fiscal Responsibility

Remain fiscally responsible through operational efficiencies and protecting revenue streams. Close out (or modify, as applicable) COVID related grants and programs. Update Village financial policies. Issue RFP for banking services. Promote intergovernmental collaborations such as equipment/personnel sharing to reduce cost of services; and develop a contingency plan to address continued revenue reductions by the State.

Economic Development

Complete the economic development strategic plan and realign staff efforts to be consistent with this framework.

Create strategies and plans for each tax increment financing (TIF) district in an effort to be more proactive in economic development.

Begin a process to rewrite the Village's zoning code/ordinance.

Promote and facilitate development and redevelopment across a variety of commercial, industrial, and office sectors to create a sustainable and thriving local economy; implement priority projects identified in the Western Area and Barrington Road & I-90 Area plans; support development of modern diverse housing options; and help advance growth of all aspects of the Bell Works Metroburb.

Technology

Complete rollout of new building permit software, which will improve customer service and efficiency by moving processes online. Engage the community and contractors by communicating the benefits of this new system.

Undertake a review of the Village's primary software programs (Central Square financial software and Human Resources systems) and formulate recommendations to guide future decisions.

Create an internal Information Technology (IT) committee and work to develop an IT strategic plan for the organization, taking individual department needs into account.

Create an internal Geographic Information Systems (GIS) committee to evaluate and enhance the use of GIS organization-wide; create a work plan for 2023 and moving forward.

Increase the resiliency of the Village's IT network by completing integration of additional security measures, including Multifactor Authentication, Endpoint Detection and Network Access Control.



Complete the rollout of the Laserfiche file storage/management system. Communicate and highlight the benefits of the online document retrieval portal, which increases transparency by making Village information readily available to the public.

Investigate and analyze additional technology options and alternatives to improve operational efficiencies, service delivery, and convenience for residents and businesses. Integrate tablets into field reporting, locating, and inspections. Pilot an offsite kiosk program to enhance resident payment and document submission options. Evaluate a new or improved mobile application. Research and explore the differing components of the Smart City Initiative, including fillable online forms and outward-facing GIS.

Organizational Development

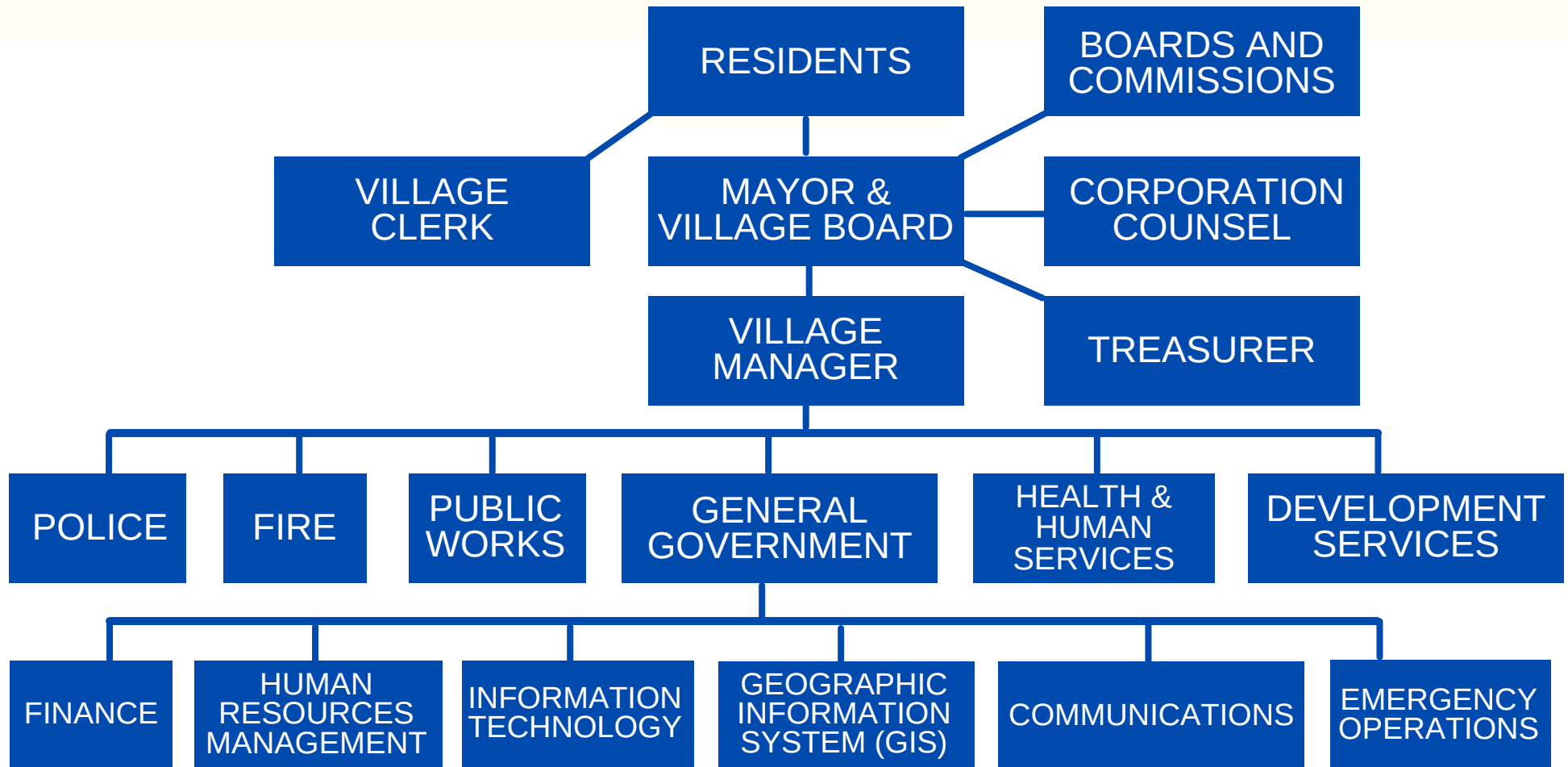
Continue to advance a progressive work environment through employee training and organizational development programs and initiatives. Prepare for organizational succession by providing a leadership training program and advanced workforce planning. Update the Village's personnel policy manual. Conduct specific training for Time Management, Crisis Intervention, and Ethics education, and budget for position specific and technology training.

Community Engagement

Coming out of the pandemic, ensure that the Village continues to remain engaged with the community by safely restarting programs and events.

Explore ways for the Youth Commission and Senior Commission to work together to find intergenerational opportunities for cooperation and programs.

VILLAGE OF HOFFMAN ESTATES



VILLAGE OVERVIEW

Village of Hoffman Estates

Government Profile

The Village of Hoffman Estates operates under the council/manager form of government. The legislative body consists of the Village President and Board of six Trustees, all elected on an at-large basis to overlapping four-year terms. The Village Manager is responsible for the day-to-day administration of the Village. The Village is a home rule municipality as defined by the Illinois Constitution.

The Village provides a full range of government services, including police and fire protection, health services, water and sewer utilities, street construction and maintenance, code enforcement, planning and zoning, and general administrative services.



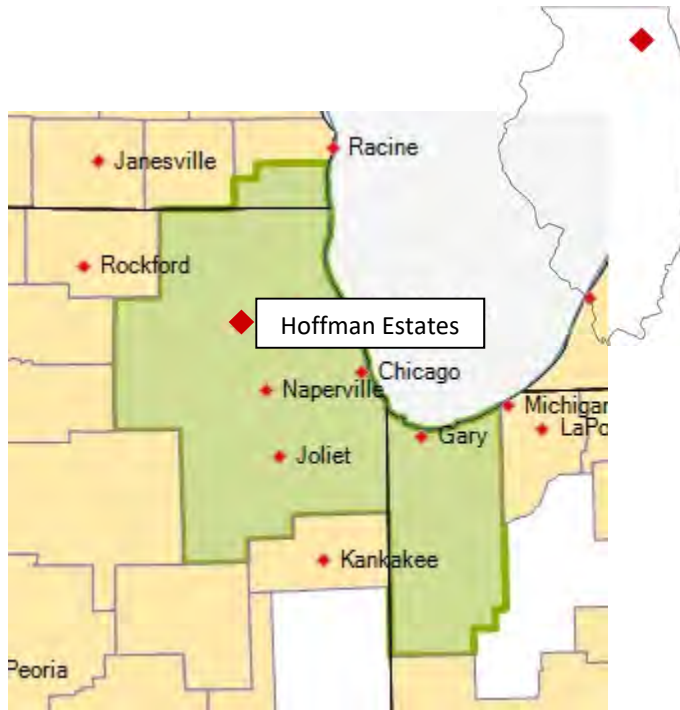
Location

The Village of Hoffman Estates is located approximately 30 miles northwest of the City of Chicago, in both Cook County and a small part of Kane County. Hoffman Estates is conveniently within close distance to the O'Hare International Airport, Midway International Airport, Schaumburg Regional Airport and DuPage Regional Airport. The Village is near the Metra Rail Station, Interstate 90 and six state and county highways. The total incorporated land area is approximately 22.1 square miles, with one-third of the zoning distribution noted as parks or forest preserves. The Village consists of affordable to high-end homes and is considered a model for the "work-play-live" generation.



VILLAGE OVERVIEW

Village of Hoffman Estates



CLIMATE

Average Annual Rainfall 32.21 inches

Average Annual Snowfall 36.20 inches

Average Temperature (in degrees Fahrenheit):

Jan	29.5/13.1
Feb	33.7/16.3
Mar	44.9/26.2
Apr	58.4/37.0
May	69.1/47.0
Jun	79.0/57.2
Jul	82.8/62.0
Aug	81.1/60.6
Sep	74.0/51.9
Oct	61.5/39.9
Nov	47.2/30.2
Dec	33.2/17.5

History

In 1954, a local farmer sold his 160-acre farm to Sam and Jack Hoffman, owners of the Father and Son Construction Company, for a subdivision in Cook County. The first homeowners began to move into this new subdivision in late 1955 in what was a rural farming community. On September 19, 1959, residents voted to incorporate as the Village of Hoffman Estates. The charter was issued on September 23, 1959. The population at the time was about 8,000, and the incorporated area was just less than three square miles. Beginning in 1961, the first land north of Interstate 90, consisting of approximately 2,000 acres, was annexed to the Village of Hoffman Estates, more than doubling the incorporated land area.



The Sunderlage Family of the Hoffman Estates Sunderlage

Over the years, the Village continued to annex property for residential and commercial purposes. Various small office buildings were built by 1980, followed by major complexes including Ameritech's 1.2 million square foot regional headquarters in 1991, Sears, Roebuck and Co's 1.9 million square foot headquarters in 1992, and Quest International and Indramat in 1995.

VILLAGE OVERVIEW

Village of Hoffman Estates



Dianne Levy next to a Hoffman Estates Welcome Sign, 1965

In the 1960's and 1970's, the Village continued to grow rapidly, with the construction of both single-family homes and multi-family developments. The population nearly tripled to 22,000 in 1970, grew to 37,000 in 1980 and the 1990 census put the total population at 46,363 with over 16,000 households. Public facilities such as schools, fire stations, a police station, a Village Hall and library branches were built during this period to accommodate the area's rapid growth.

The late 1980's and early 1990's saw a shift from a primarily residential community to the development of numerous commercial projects. Suburban

Medical Center (renamed AMITA Health St. Alexius Medical Center in 2015) opened in 1979. The Village's first auto dealership, Woodfield Acura, opened in late 1986, and soon to follow was Saturn, Nissan, Lexus, Land Rover and Audi which opened in 2013.

Today, the Village's population has reached 52,530, with a total incorporated land area of about 22 square miles. School District 54, which began with one school in 1952, is now the largest elementary school district in the State of Illinois (outside of the City of Chicago). Other school districts serving Hoffman Estates' residents include Districts 15, 211, U-46 and 300. Hoffman Estates High School was named as one of the outstanding high schools in the state in 1987 and the Village of Hoffman Estates has won five Governor's Home Town Awards for its innovative programs in 1989, 1993, 2000, 2003, 2012 and again in 2013. The Village ranked 27th in Money magazine's top 50 list of "Best Places to Live" in 2016 due to our outstanding schools, local recreation opportunities, diversity and affordable housing.



VILLAGE OVERVIEW

Village of Hoffman Estates

Village Residents at a Glance

	2010		2020		Percent Change
	Number	Percent of Total	Number	Percent of Total	
Total Population	51,895		52,530		1.2%
Age					
Under 5 years	3,416	6.6%	3,362	6.4%	-1.6%
5 to 14 years	7,227	13.6%	6,461	12.3%	-10.6%
15 to 24 years	6,558	13.8%	6,671	12.7%	1.7%
25 to 44 years	14,961	19.8%	14,236	27.1%	-4.8%
45 to 54 years	8,395	16.2%	7,774	14.8%	-7.4%
55+ years	11,338	21.8%	14,026	26.7%	23.7%
Race/Ethnicity					
One Race	50,536	97.4%	50,797	96.7%	0.5%
White	33,270	64.1%	29,679	56.5%	-10.8%
Black or African American	2,478	4.8%	2,469	4.7%	-0.4%
American Indian & Alaska Native	120	0.2%	263	0.5%	119.2%
Asian	11,760	22.7%	12,712	24.2%	8.1%
Other Race	2,900	5.6%	5,673	10.8%	95.6%
Two or More Races	1,359	2.6%	1,733	3.3%	27.5%
Foreign born	16,532	31.9%	15,759	30.0%	-4.7%
Speak a language other than English at home (5yrs and older)	21,168	43.8%	22,588	43.0%	6.7%
Education (25 years and older)	34,046	65.6%	34,921	66.5%	2.6%
No High School Diploma	3,337	9.8%	4,307	8.2%	29.1%
High School Diploma	13,278	39.0%	9,666	18.4%	-27.2%
Associate's Degree	2,315	6.8%	4,202	8.0%	-81.5%
Bachelor's Degree	10,043	29.5%	16,179	30.8%	61.1%
Graduate or Professional Degree	5,073	14.9%	8,930	17.0%	76.0%
Housing Units	18,444		19,160		3.9%
Owner Occupied	13,562	73.6%	14,504	75.7%	6.9%
Renter Occupied	3,928	22.0%	4,081	21.3%	3.9%
Vacant	954	4.4%	666	3.0%	-30.2%
Median Income	\$76,772		\$91,917		19.7%
Median House Value	\$292,900		\$283,300		-3.3%
Average Household Size	2.84		2.86		0.7%
Average Family Size	3.41		3.27		-4.3%

SOURCE: US Census Bureau, 2010 Census and 2020 Census

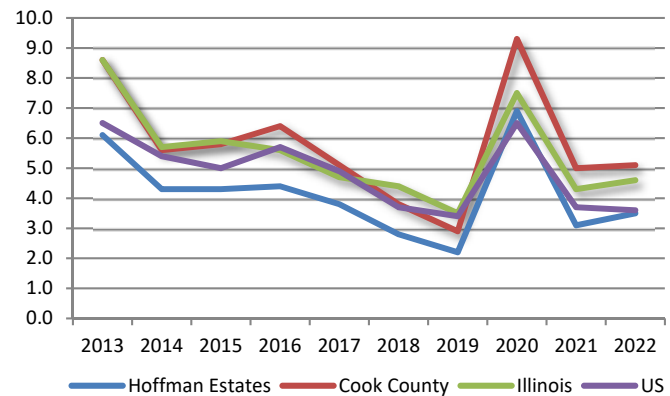
VILLAGE OVERVIEW

Village of Hoffman Estates

Community Economic Profile

Over 26,000 people are employed by the more than 800 businesses operating in Hoffman Estates. The employees are drawn from a pool of 3 million workers who reside within a 60-minute commute of the Village. The nation continues to experience decreasing unemployment rates since the national coronavirus pandemic, with the state of Illinois and the Village mimicking the same trend. However, it is reassuring to see that the Village has historically remained significantly below those comparables.

10 Year Unemployment Rate History



SOURCE: US Bureau of Labor Statistics; IL Dept of Employment Security

2021 PRINCIPAL TAXPAYERS		
Organization Name	Total Taxable Value	Rank
Sears Roebuck & Co.	\$50,406,097	1
Hoffman Estates Acq.	\$37,511,732	2
Amita Health/David Hill	\$23,949,142	3
Cabelas	\$22,880,382	4
Paul Hastings, LLC	\$22,563,799	5
American Heritage	\$20,790,930	6
Lincoln Property Co	\$20,151,297	7
Hmc Pt Poplar Creek Cr	\$16,522,123	8
Wells Fargo Bank	\$15,300,526	9
Broadstone CLE IL LLC	\$15,227,793	10
Total	\$245,303,821	

2022 Data was not available at the time of assembling this document.

2022. While the initial work continues towards the townhouses, apartments, and hotel, all public areas are fully remodeled on the East phase of the building and construction at Fairgrounds restaurant began in 2022. The self-contained metropolis in suburbia added its largest tenant to date, with Club Colors leasing over 50,000 SF – allowing for sales and production teams, all 125 team members, to be all under one roof. This adds on to Headline Solar, and the 39,000 SF that was leased to Heritage-Crystal Clean, Inc. in May. The Square development within Bell Works was named to Interior Design's 2022 Best of Year Awards as an honoree, and this is expected to draw the attention of potential future tenants to further fill in the openings as new sections are redeveloped.

Economic development efforts continued to build momentum within several sectors in 2022. Most impactful was Somerset Development's sustained Metroburb vision for the former AT&T campus, Bell Works, whereby the 1.6 million square foot former office site is transforming into a mixed-use hub for office, residential, retail, service, hotel, and conference center uses, where residents can live, work, explore, and create. While the first tenants opened in December 2020, the coLab co-working space and Ready-to-Wear spec office suites added additional major tenants in



VILLAGE OVERVIEW

Village of Hoffman Estates

While there are multiple streams, a large portion of the Village's revenue stream is derived from taxes. These taxes are crucial to the Village's operating budget in order to provide exceptional services to residents. The chart below reflects the current tax rates of those doing business in the Village.

Village of Hoffman Estates Tax Rates		
Retail Sales Tax: Cook County	State	5.25%
	County	1.75%
	Railroad Transit Authority	1.00%
	City	2.00%
	Total	10.00%
Retail Sales Tax: Kane County	State	5.25%
	County	0.00%
	Railroad Transit Authority	0.75%
	City	2.00%
	Total	8.00%
Food & Beverage Tax:		2.00%
Entertainment Tax:		6.00%
Hotel Tax:		6.00%
Real Estate Transfer Tax (per \$1,000 selling price):		\$3.00

For retail development, numerous new additions and improved buildout are keeping Hoffman Estates with the modern desires of consumers. HomeGoods, Crumbl Cookies and Bath & Body Works all opened in the Poplar Creek Crossing shopping center, and numerous new restaurants opened across Hoffman Estates. Several sectors will see overlapping benefits from the Stonington & Pembroke TIF district creation, as Hoffman Estates aims to better utilize the land around the interchange.



Crumbl Cookies and Bath & Body Works
Opened in Poplar Creek Crossing in 2022



VILLAGE OVERVIEW

Village of Hoffman Estates

For commercial office space development, the former Sears campus was marketed for sale in 2022. Adding the first multi-family housing since the 1970's will allow for more workers to live in Hoffman Estates, which in time will allow for said workers to help fill the open offices.



Seasons at Hoffman Estates



Breenan Groundbreaking

For industrial development, data centers took center stage in Hoffman Estates this year, with Microsoft nearing completion on Phase I of their new site. Hoffman Estates hosted a table at the Bisnow Midwest Data Center conference to help solidify the industry's image of Hoffman Estates being the place to develop data centers.

By partnering with Golden Corridor Advanced Manufacturing Partnership (GCAMP) and Next Level Northwest, Hoffman Estates is marketing itself as a future-focused business community.

VILLAGE OVERVIEW

Village of Hoffman Estates

The Village also owns the NOW Arena, an 11,800 seat entertainment venue. Several single-day and ongoing business events were held such as the Windy City Bulls' sixth season, Dreamworks' Trolls Live! All Elite Wrestling (AEW), Carden Super Spectacular Circus, and Northwest Celtic Fest. NOW Arena also held important community events such as numerous area high school graduations, and volunteering opportunities for the community to aid Feed My Starving Children. The arena staff also focused on building the Hideaway Beer Garden experience. The Village Green, the 13 acre park outside of the NOW Arena, hosted events such as the very successful Northwest Fourth-Fest & Platzkonzert.



MOST FREQUENTLY ASKED QUESTIONS

1. What is the Village's sales tax rate?

- Cook County general merchandise sales tax rate is 10%
- Kane County general merchandise sales tax rate is 8%
- More information can be found: www.hoffmanestates.org/government/finance/taxes-licenses/sales-tax-rates

2. What is the total budget for the Village?Page 72

- The Village's total FY2023 budget is \$167.9 million.

3. What is the Village's General Fund fund balance?Page 93

- The Village's estimated General Fund fund balance as of 12/31/2023 is \$22.3 million.

4. How much of the Village's revenues come from property taxes?Page 55

- For FY2023, \$26.8 million (19.4%) of the Village's revenues are projected to come from property taxes

5. What are some of the taxes the Village has in place?

- Some of the taxes the Village has in place are:
 - Food & beverage tax
 - Packaged liquor tax
 - Hotel tax
 - Real estate transfer tax
 - Amusement and entertainment tax

More information can be found: www.hoffmanestates.org/government/finance/taxes-licenses

Residents may find answers to more questions or submit their own questions at <https://www.hoffmanestates.org/residents/faqs>

VILLAGE OVERVIEW

Village of Hoffman Estates

The following are platforms and tools used by the Village to communicate with the public. The Village encourages the public to find the Village on each of these platforms and engage in two-way communication.

PUBLIC MEETINGS Find the next public meeting at www.hoffmanestates.org/government/boards-commissions-standing-committees

PHONE/EMAIL Find staff contact information at www.hoffmanestates.org/visitors/about-us/contact-us

IN PERSON Find staff at Village Hall, the Public Works Building, the Police Department, and the Fire Department. A listing of municipal facilities can be found www.hoffmanestates.org/government/municipal-facilities


WEBSITE The Village's website serves as the primary mode of communication with the public www.hoffmanestates.org

CITIZEN NEWSLETTER The Citizen is the Village's primary newsletter. It is published every other month and mailed to residents and business in the Village. Copies of the Citizen can be found www.hoffmanestates.org/updates/citizen-newsletter

PUBLIC ACCESS CHANNELS Watch public access programming and government programming on HETV Cable Channel 6 (Comcast) or Channel 99 (AT&T U-Verse).

E-NEWS Sign up for weekly eNews at www.hoffmanestates.org/updates/constant-contact-login

FACEBOOK Click the icon  or find the Village on Facebook at www.facebook.com/HoffmanEstatesIL

TWITTER Click the icon  or find the village on Twitter at www.twitter.com/hoffmantweets

YOUTUBE Click the icon  or find the Village on YouTube at www.youtube.com/user/HoffmanEstatesIL

LINKEDIN Click the icon  or find the Village on LinkedIn at <https://www.linkedin.com/company/village-of-hoffman-estates>



BUDGET OVERVIEW



The Village operates under an annual budget spanning one fiscal year, January 1 through December 31. This document contains the Annual Operating and Capital Budget for the year 2023. The budget is a policy document that requires action and adoption by the Village Board.

The preparation for the Village's annual budget begins six months prior to introduction and adoption by the Village Board. One of the first steps in preparing this document is to identify key goals within every department that will drive the decision-making process.

In mid-June, the Finance Department distributes both the Operating and Capital Budget worksheets to every department, who then have five weeks to assemble their capital requests and eight weeks to estimate their operating expenses for the following year. The Finance Department reviews and prepares a first draft of the Capital Improvements Program (CIP) and the Operating Budget based on these estimates.

The CIP is reviewed by the Village Manager with each requesting department. A second draft is then created and reviewed with the Capital Improvements Board (CIB), which is made up of six Village residents and two Village Trustees. After approval by the CIB, the CIP goes to the Village Board for ultimate approval in the fall, and then inclusion into the Operating and Capital Budget.

While the aforementioned is occurring, the Village Manager meets with every department on an individual basis and collectively evaluates the first draft of the department's Operating Budget. The Director of Finance estimates all revenue projections for the upcoming year, which gives direction to the Village Manager and departments as to the level of growth or reduction that can be reflected in expenditures. Several versions of the Operating Budget are drafted, and a final recommended budget, which includes the approved capital budget, is presented by the Village Manager to the Village Board in late fall.

The Village Board then conducts several meetings to review the annual budget and make changes as necessary. The Village Board holds public hearings and may alter the budgeted appropriations. Once the final budget is approved, a formal budget ordinance is adopted in December, providing the legal authority to spend public funds starting January 1st.

Making Changes to the Budget

The annual budget within functions (departments) can be changed by the Village Manager throughout the budget year. However, changes affecting total departments or funds must be approved by the Village Board. Expenditures may not legally exceed the budget at the department/fund level. To make changes to the budget, departments fill out a Budget Adjustment form that shows what expense they want to increase and how they expect to accomplish this: either through a decrease in another expense account, an increase in revenues, or a decrease of fund balance. The adjustment request is reviewed by the Director of Finance and approved by the Village Manager. The budget adjustment ordinance then needs to be approved by the Village Board for the change to take effect.

BUDGET PROCESS

Village of Hoffman Estates

Calendar of Events

JUNE	Revenue projections estimated for the upcoming year; Departments set goals and estimate expenses to be presented in their budget
AUGUST	Village Manager reviews 1 st draft of the Operating Budget and CIP with departments
SEPTEMBER/ OCTOBER	Village Manager continues to meet with departments to finalize expenses
NOVEMBER	Final draft of the CIP created and reviewed by the CIB
	Village Board receives 2 nd draft of the Operating Budget and CIP and meets to review
DECEMBER	Finance Committee approves the CIP; Final draft of the Operating Budget completed
	Public hearing on the Operating Budget, CIP and Tax Levy (if needed)
	Board adopts the Operating Budget, CIP and Tax Levy

The Village uses funds to report its current financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain governmental functions or activities.

A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. The Village, like other state and local governments, uses fund accounting to demonstrate compliance with finance-related legal requirements. All of the funds of the Village can be divided into three categories: governmental funds, proprietary funds and fiduciary funds.

Governmental Funds

Governmental funds are used to account for most of a government's general activities, including the collection and disbursement of earmarked monies (special revenue funds), the acquisition or construction of general capital assets (capital projects funds), and the servicing of general long-term debt (debt service funds). The General Fund is used to account for all activities of the general government not accounted for in another fund. Governmental funds focus on near-term inflows and outflows of spendable resources, as well as balances of spendable resources available at the end of the fiscal year. The Village maintains 30 individual governmental funds that are currently active.

Proprietary Funds

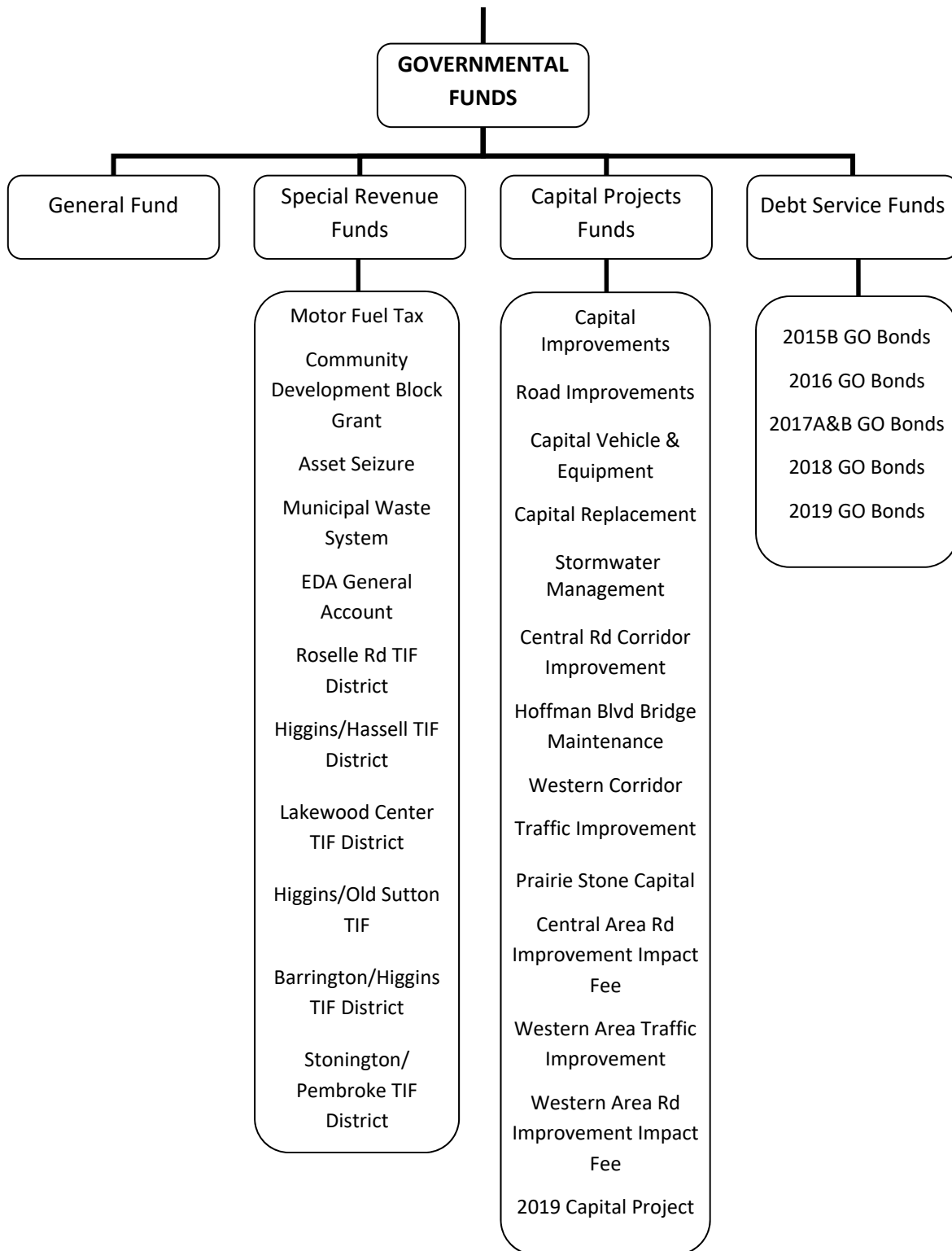
Proprietary funds are used to account for activities similar to those found in the private sector, where determination of net income is necessary or useful for sound financial administration. Goods or services from such activities can be provided either to outside parties (enterprise funds) or to other departments or agencies primarily within the government (internal service funds). The Village uses enterprise funds to account for its water and sewer system and the NOW Arena fiscal operations. The internal service funds are used to account for the costs of property and casualty insurance, workers' compensation insurance and its information technology department.

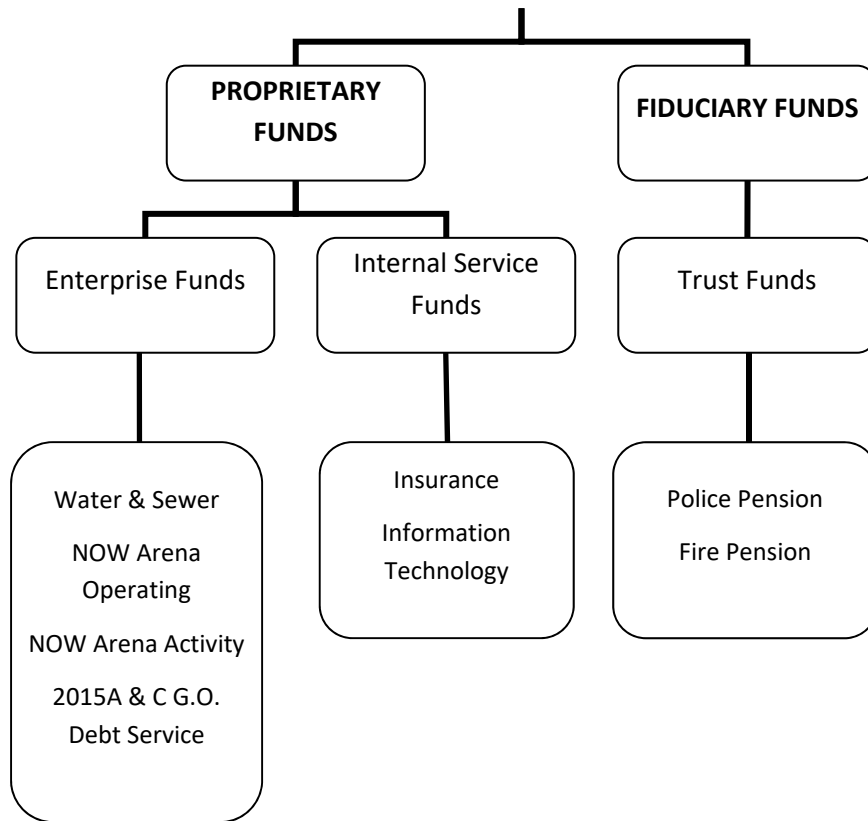
Fiduciary Funds

Fiduciary funds are used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government. The Village maintains two different types of fiduciary funds: pension trust funds and agency funds. Agency funds are generally used to account for assets that the Village holds in a fiduciary capacity or on behalf of others as their agent. Since agency funds do not include any revenue or expense accounts, although reported within the Village's annual financial report, they are not included within this document.

FUND STRUCTURE

Village of Hoffman Estates





MAJOR FUNDS

Village of Hoffman Estates

Major funds are defined by the Village as those that are greater than or equal to 10% of the total funding for the fiscal year. For the 2023 budget year, the major funds are the General Fund and the Water & Sewer Fund.

General Fund

The General Fund is the primary operating fund of the Village. It accounts for all services that are not specifically accounted for in other funds, including police, fire, public works, development services and general administration activities. The General Fund includes total revenues of \$66,834,100, which makes up 43.7% of the Village's total revenue. Compared to the 2022 budget, the General Fund revenue shows a 5.6% increase.

The General Fund expenditure budget, excluding transfers, is \$65,484,450, which is an increase of 5.4% compared to the 2022 budget. If all operating transfers are included, the budget reflects a 9.1% increase of expenditures compared to 2022.

Water & Sewer Fund

The Village's Water & Sewer Fund is an enterprise fund used to account for revenues and expenses of the Village's water and sanitary sewer system. Total revenue for this fund is \$22,777,500, which makes up 14.9% of the Village's total revenue. If all costs are included, such as transfers and other non-operating expenses, the fund will experience a net decrease in net position of \$3,606,380.

The chart below lists the types of funds used by each department.

Department	Major Funds		Nonmajor Funds		
	Governmental	Proprietary			
	General Fund	Water & Sewer Fund	Governmental Funds	Proprietary Funds	Fiduciary Funds
General Government	√	√	√	√	
Police	√		√	√	√
Fire	√			√	√
Public Works	√	√	√	√	
Development Services	√		√	√	
Health & Human Services	√			√	
Information Technology	√			√	
Boards & Commissions	√				

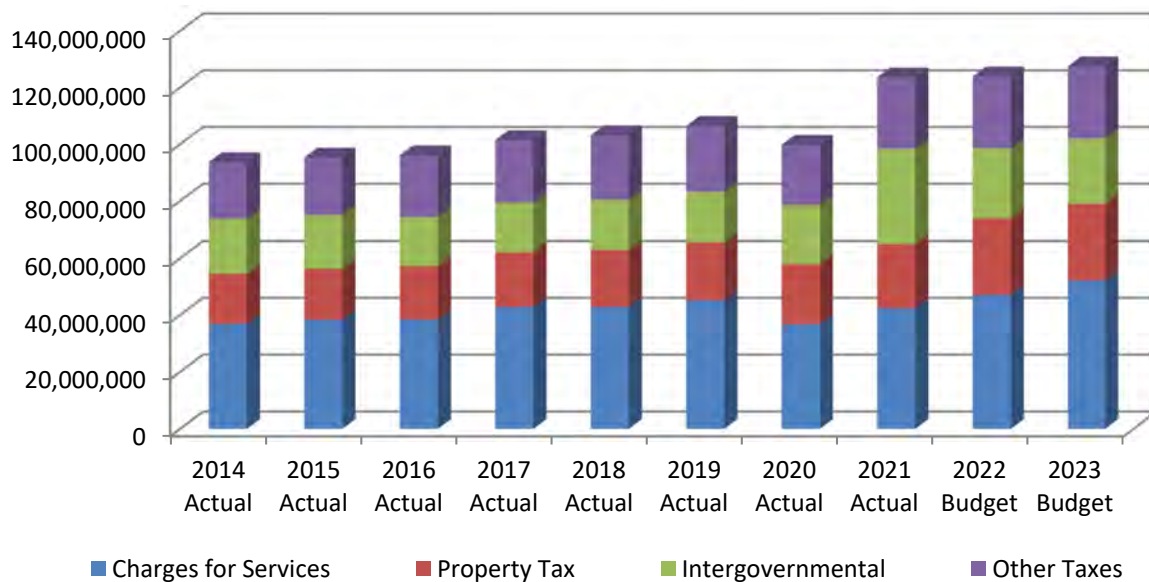
MAJOR REVENUES

Village of Hoffman Estates

Major revenue sources comprise more than 92% of the total revenue as adopted in the 2023 Operating Budget. As the Village remains conservative for its FY2023 projections, many of the revenues are anticipated to recover to pre-pandemic levels.

The Village's largest class of revenue for the 2023 fiscal year is charges for services, followed by property tax revenue, other tax revenue, and intergovernmental revenue. It is important to note that major revenues are not always consistent year after year and the graph below only reflects the class of revenue that is considered major in 2023.

**10-YEAR ANALYSIS OF MAJOR REVENUE
BY CLASS**



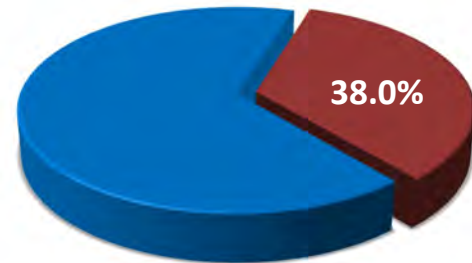
MAJOR REVENUES

Village of Hoffman Estates

CHARGES FOR SERVICES

	BUDGET	ACTUAL
2014	\$ 29,643,250	\$ 36,914,256
2015	\$ 30,437,200	\$ 38,342,142
2016	\$ 32,704,000	\$ 38,417,536
2017	\$ 38,898,560	\$ 42,918,024
2018	\$ 40,389,650	\$ 42,900,213
2019	\$ 41,558,460	\$ 45,268,260
2020	\$ 44,981,140	\$ 36,764,528
2021	\$ 39,306,090	\$ 42,396,818
2022	\$ 47,110,270	
2023	\$ 52,145,290	

2023 Budget Total Revenue:
\$138,317,510



**2023 Budget Total Charges
for Services Revenue:**
\$52,145,290

Charges for services is the Village's largest revenue source for the fiscal year 2023. Charges for services include all revenues in which an individual pays for a service that is being provided by the Village. This class represents \$52,145,290, or 38%, of the 2023 budgeted revenues. Major revenues in this class include water and sewer usage charges, information technology user charges, NOW Arena event income, and employee insurance payment contributions. All charges for services have a rate associated with it, therefore, when a rate increases, so does the budget. The FY2023 budget shows an increase due to the NOW Arena being fully operational again.

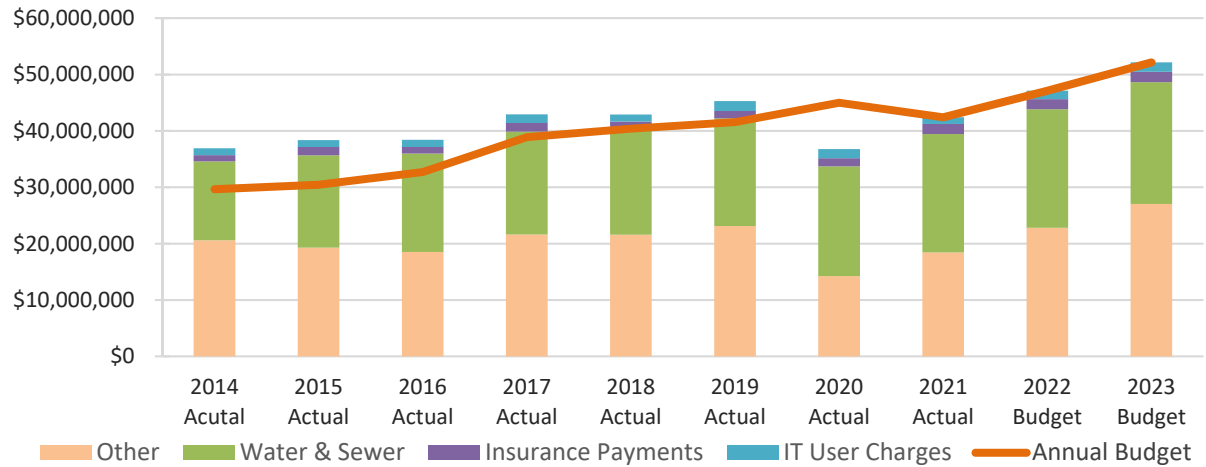
The Village is a member of the Joint Action Water Agency of Cook County (JAWA). JAWA, who has an agreement to purchase Lake Michigan water from the City of Chicago, is a municipal corporation consisting of seven municipalities, established to plan, construct, improve, extend, acquire, finance, operate, and maintain a water supply system to serves its members. Water and sewer charges make up 41.5% of all charges for services revenues collected by the Village, totaling \$21,622,000 for 2023. This revenue is dedicated to all water and sewer related operations, including the purchase of water, the maintenance of equipment, and administration. When the City of Chicago raises their water rates charged to JAWA, JAWA passes that increase through to the Village. The Village conducts an extensive water rate study every five years to analyze projected revenues, funds needed for future capital improvements and debt payments, and fund balance levels. Rate increases are recommended from these water rate studies and if needed, approved by the Village Board during the budget approval process.

For information technology user charges (IT User Charges) and employee insurance payments, known budgeted expenditures in the Information Technology Fund and Insurance Fund are spread to the user departments in the General Fund. These contributions from the user departments are shown as revenues in the Internal Service Funds.

MAJOR REVENUES

Village of Hoffman Estates

Charges for Services
10-Year Analysis



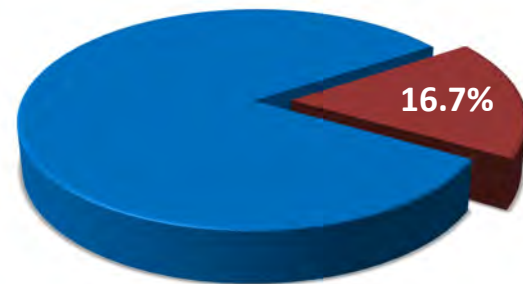
MAJOR REVENUES

Village of Hoffman Estates

INTERGOVERNMENTAL REVENUE

	BUDGET	ACTUAL
2014	\$ 16,187,320	\$ 19,106,455
2015	\$ 19,821,300	\$ 18,798,842
2016	\$ 17,423,680	\$ 17,155,308
2017	\$ 18,232,500	\$ 17,300,781
2018	\$ 17,766,700	\$ 17,401,024
2019	\$ 17,848,670	\$ 17,621,120
2020	\$ 19,455,310	\$ 20,616,293
2021	\$ 19,560,890	\$ 33,353,361
2022	\$ 24,539,580	
2023	\$ 23,082,340	

2023 Budget Total Revenue:
\$138,317,510

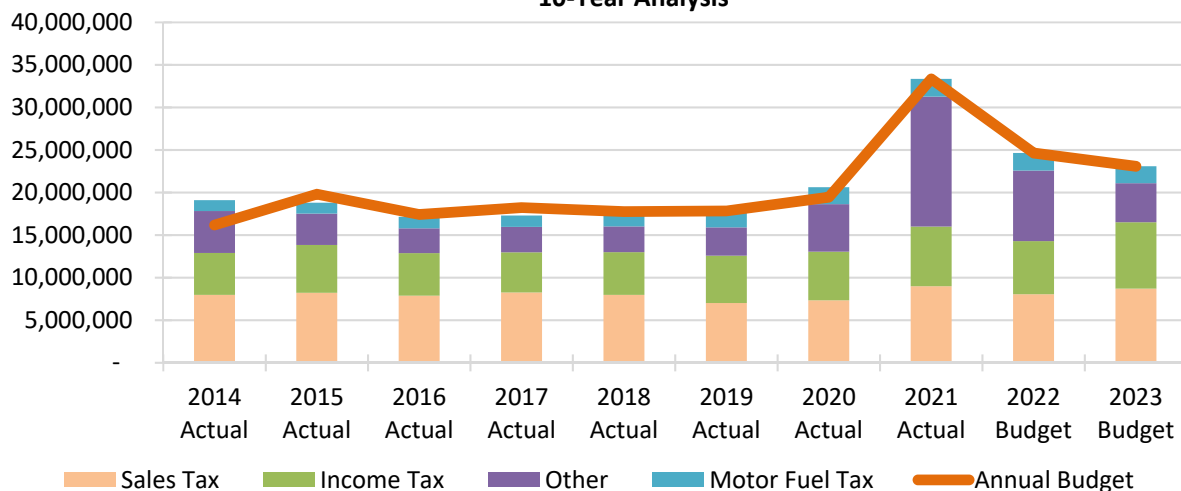


2022 Budget Total Intergovernmental Revenue:
\$23,082,340

The intergovernmental revenue class includes a variety of revenue sources that the Village receives from other governmental entities. Sales tax, income tax and local use tax are examples of tax distributions made by the State of Illinois. These revenue sources are projected based on historical trends or obvious impacts in the economy. For FY2023, there is a 1.5% decrease due to the termination of the Rebuild Illinois Bond Grant Program that we had been receiving since 2021 from the State of Illinois.

The Village also receives grants that fluctuate depending on the program. Some grants are annual and reimburse the Village for predictable costs such as overtime, allowing them to be budgeted. However, other grants appear throughout the year and the Village is unable to include these revenue sources into the budget.

**Intergovernmental Revenue
10-Year Analysis**



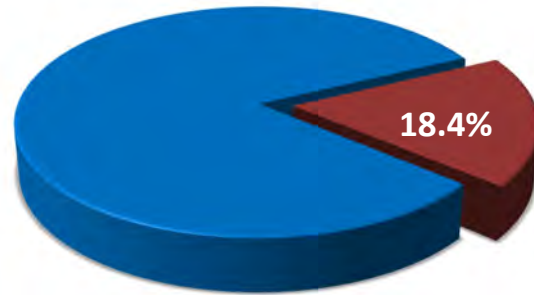
MAJOR REVENUES

Village of Hoffman Estates

OTHER TAXES

	BUDGET	ACTUAL
2014	\$ 19,927,230	\$ 19,997,155
2015	\$ 18,956,850	\$ 20,264,352
2016	\$ 20,880,840	\$ 21,719,754
2017	\$ 22,094,890	\$ 22,000,153
2018	\$ 22,442,450	\$ 22,812,832
2019	\$ 22,573,850	\$ 22,231,382
2020	\$ 23,377,650	\$ 21,266,288
2021	\$ 23,878,110	\$ 25,231,184
2022	\$ 25,329,490	
2023	\$ 25,479,320	

2023 Budget Total Revenue:
\$138,317,510



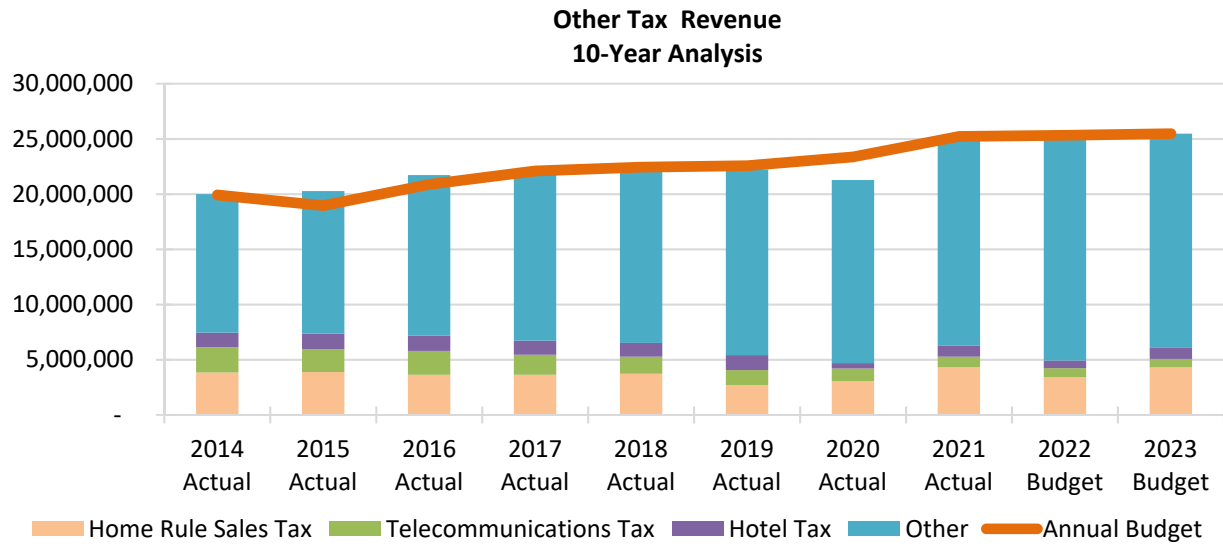
**2023 Budget Total Other Taxes
Revenue:**
\$25,479,320

The class of other taxes consists of a variety of revenue sources such as hotel tax, real estate transfer tax, home rule sales tax, telecommunications tax, entertainment tax, and prior year property taxes. All of the aforementioned taxes are budgeted based on historical trends. Other taxes represent 18.4% of the total revenues budgeted for 2023. The largest revenue source within this class is home rule sales tax, which represents 16.74% of the “Other Taxes” revenue. Since the Village is classified as a home rule municipality, it has the right to impose a sales tax within its jurisdiction, with no maximum rate limit as defined by the State of Illinois. Home rule sales tax is a sales tax imposed on retailers in the Village for the privilege of selling tangible personal property at the rate of 1.0%. Just like with sales tax, the Village is budgeting for a 26.5% increase in home rule sales tax due to more activity. Telecommunications tax revenues continue to drop off due to the decreased use of landline phones. A decrease of 7.7% expected in FY2023 for telecommunications taxes. Hotel tax revenues are returning to normal levels with a budgeted increase of 42.9%.

In October 2013, the Village Board approved new revenue streams to help fund capital projects. These revenues include: an electricity tax based on per kilowatt hour usage, a natural gas tax based on per therm usage, a local tax on motor fuel sales, and a tax on packaged liquor purchases within the Village. All of these revenues are earmarked for capital. Fortunately for the Village, these revenues have remained steady since inception.

MAJOR REVENUES

Village of Hoffman Estates



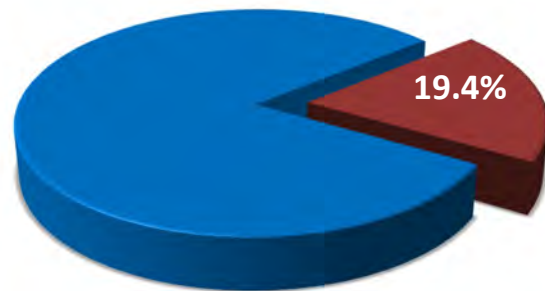
MAJOR REVENUES

Village of Hoffman Estates

PROPERTY TAX

	BUDGET	ACTUAL
2014	\$ 17,927,920	\$ 17,680,341
2015	\$ 17,927,920	\$ 17,926,138
2016	\$ 18,785,350	\$ 18,794,772
2017	\$ 19,266,250	\$ 19,217,229
2018	\$ 20,215,670	\$ 20,034,288
2019	\$ 20,525,940	\$ 20,033,128
2020	\$ 21,404,880	\$ 21,167,992
2021	\$ 22,452,460	\$22,612,211
2022	\$ 26,758,850	
2023	\$ 26,768,850	

2023 Budget Total Revenue:
\$138,317,510



**2022 Budget Total Property
Tax Revenue:**
\$26,768,850

Property tax revenue is consistently one of the Village's major revenue sources and comprises 19.4% of the total budgeted revenue for 2023. Property tax is a value-based tax imposed on real estate property, where the county assessor's office value residential, commercial and industrial properties. The county is responsible for collecting payments and remitting the Village's portion throughout the year.

The Village levies a property tax for Public Safety in the General Fund, Police and Fire Pension Funds, and some of the Debt Service Funds. Property taxes for levy year 2022, which will be paid in 2023, attach as an enforceable lien on January 1, 2022 on properties assessed as of the same date. Taxes are levied on a calendar year basis by the last Tuesday of December. Tax bills are prepared and mailed by Cook County on or around February 1 and August 1 every year. The Village will receive 2022 property taxes in 2023.

The Public Safety levy is determined by first taking into account the expected growth or decline in equalized assessed valuation (EAV) of Village property. If the EAV is expected to increase, an increase in the levy can occur without increasing the resulting property tax rate. There are many unknown factors when this process occurs, such as Cook County's equalization factor and the actual EAV, so projecting an exact property tax rate cannot occur. However, the Village strives for a close estimate.

Both of the pension fund levies are actuarially determined. Other revenues that go toward funding the pension funds then reduce these amounts. Another part of the property tax levy is for the Village's outstanding debt service. These amounts are all determined based on the amount of principal and interest payments that will be paid during the budget year. When bonds are issued, other revenue sources are sometimes dedicated to pay off the bonds. When there are other revenue sources dedicated to the bond issues, these amounts are abated from the property tax levy and the levy is reduced. The Village levy for debt service is \$2.1 million for 2022 levy year (2023 fiscal year). All other debt service requirements are abated with current revenues. There is no change in the Village tax levy for levy year 2022.

PERFORMANCE MEASURE SYSTEM

Village of Hoffman Estates

Performance measurement is the process of defining, monitoring, and utilizing objective data/indicators on a regular basis. The intent of this process is to identify objective, relevant information for program or organizational performance that can be utilized to strengthen management and inform decision making. The Village's performance measure system was developed in 2009 as part of an ongoing effort to improve the evaluation of performance and increase transparency and accountability to the public. Key indicators of performance are collected and analyzed to give increased insight into programs and services. This information helps to determine how well services are being delivered, where challenges may exist and identify potential opportunities for improvement. This information is vital to continuous improvement, especially during an economic time where we are being challenged "to do more with less." Establishing a performance measure system enhances our ability to be a forward thinking organization with a strong value on performance. Making this information available to the public also increases transparency and accountability.

Each year, the Village evaluates the effectiveness of this system and makes improvements to areas it sees fit. In 2014, the Budget Team created a new format in order to create a cohesive thought process in linking Village-wide goals, divisional goals, objectives and performance measures. This new format can be viewed in table format within each division. In an effort to increase the information being provided, the Village's performance measure system was revised again in July, 2019 to the format currently being reflected in this document.

General Uses of Performance Measures

The Village of Hoffman Estates utilizes performance measures to gather objective forms of data for any of the following reasons:

- Monitoring and Reporting
- Supports Planning and Goal-Setting
- Strategic Planning
- Accountability and Responsibility
- Budgeting and Financial Management
- Program Management
- Program Evaluation
- Performance Management
- Quality/Process Improvement
- Contract Management
- External Benchmarking
- Communication with the Public
- Improving Customer Service
- Assists in Resource Management
- Enhancing Decision Making
- Organizational Innovation

The Process

The departments set goals and objectives and, where possible, tie those goals to the Village Board's goals to give valuable strategic alignment to organizational processes. Departments complete quarterly reports of their data and attended quarterly meetings with the Village Manager's Office to review the data and make adjustments where necessary. Although the performance measurement system has evolved considerably, there are still many opportunities for improvement and increased utilization of its results.

Performance Measure Overview

The table below is an example of the Village's current performance measure system. Explanations for each section of the performance measure worksheet are listed below:

PERFORMANCE MEASURE SYSTEM

Village of Hoffman Estates

This section lists the specific Village Board goal that this performance measure is linked to.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
	This section identifies the goal that the department is measuring.	This section identifies how the department plans to measure the goal.	100%	100%	100%	100%

Outlook

The performance measure system has been a Village initiative adapted specifically to our programs and services. Performance measurement is a growing topic of interest in local government and more communities will begin to make the effort to measure their services.

The Village has taken the first step to develop and implement a system, which is the most difficult. From here, there will be continued focus on pushing the departments to measure and track throughout the year, as well as initiate new measures for all core programs and services, rather than just what is feasible or convenient to measure.

Additionally, it is anticipated that in the next few years, a performance report can be published separate of the budget document that is in an easy-to-read format for residents and businesses. Ultimately, it can be utilized as an important communication tool to show how the Village is operating.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

Long-range financial planning for the Village of Hoffman Estates starts with our mission statement and organization-wide goals, and then combines those with financial forecasting through a variety of methods. Mapping out the financial impact of service needs into the future and aligning those needs with our financial capacity is a critical process that is performed annually. These forecasts into the future help the Village identify and address potential challenges. The overall goal for the Village with its long-range financial planning is to assure our residents and businesses that we are mindful of and working towards achieving long-term sustainability of the services we provide. A summary of the various long-range financial planning methods that are utilized by the Village is provided below:

Fund Balance Forecasting

Through monthly updates and discussions, the Village Board remains acutely aware of the Village's financial issues throughout the year. In the FY2022 budget, although the Village was experiencing some increased revenue levels, the ongoing pandemic still negatively affected the financial outlook overall. When it came time for the FY2023 budget process, the long-lasting and potentially uncertain impacts of the pandemic and high inflation rates meant the Village needed to remain very conservative with revenues projections.

As you can see by the Village's planning outcomes that follow, our long-range financial planning looks out a minimum of five years for all funds, and in some cases more than five years (Water & Sewer Fund, etc.). Special attention is paid to several funds that are of particular concern to all Village stakeholders, and those are also detailed out below.

General Fund

For the Village's General Fund, one-time revenues and expenditures are eliminated from projections and then revenues and expenditures are projected out over five years using a conservative projected rate of increase. If future projections and trends are known to be different, those more accurate numbers are used in the analysis.

(Amounts shown in thousands)

	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
Taxes	\$32,024	\$33,239	\$34,443	\$35,695	\$36,995	\$38,348
Intergovernmental	19,798	20,188	20,780	21,390	22,018	22,664
Charges for Services	10,739	10,982	11,337	11,577	11,943	12,194
All Others	4,273	4,246	4,326	4,408	4,491	4,576
Total Revenues	66,834	68,655	70,886	73,070	75,447	77,782

(table continued on the following page)

LONG-RANGE FINANCIAL PLANNING

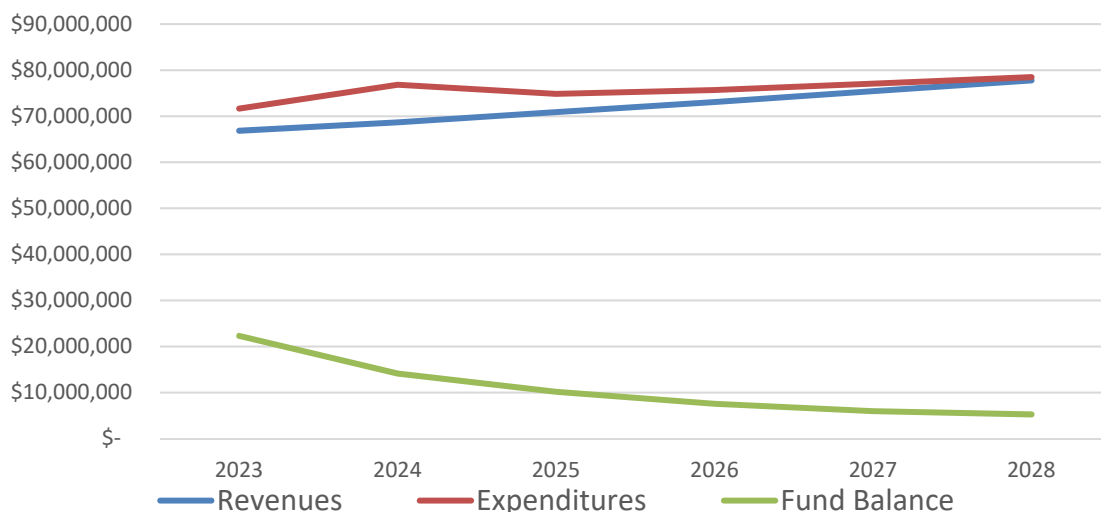
Village of Hoffman Estates

	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Expenditures:						
General Govt	\$4,983	\$5,083	\$5,185	\$5,288	\$5,394	\$5,502
Police	21,915	22,353	22,800	23,256	23,721	24,195
Fire	22,823	23,280	23,745	24,220	24,705	25,199
Public Works	8,386	8,553	8,724	8,899	9,077	9,258
Development Services	5,660	5,773	5,889	6,006	6,127	6,249
All Others	7,899	11,793	8,498	8,005	8,041	8,078
Total Expenditures	71,666	76,835	74,841	75,674	77,065	78,481
Net Revenues Over (Under) Exp.	(4,832)	(8,180)	(3,955)	(2,604)	(1,618)	(699)
Projected Ending Fund Balance	\$22,305	\$14,125	\$10,170	\$7,566	\$5,948	\$5,249

Analysis of the financial environment for the General Fund:

Following a down year in FY2020 due to the onset of the pandemic, the Village's General Fund realized very positive financial results in FY2021 and FY2022 as a result of the American Rescue Plan (ARP) allotments received in those years. Unfortunately, for FY2023 and beyond, revenues are not growing at the pace that expenses are growing and as such, the Village may be forced to utilize fund reserves. If the pandemic still continues to remain such a threat and revenues do not recover as quickly as anticipated, the Village will have to utilize more fund balance, which may cause dips below the policy requirements. However, it should be noted that anticipated economic development, although not guaranteed and not reflected in the above numbers, is expected to positively impact these projections.

General Fund
5-Year Long-Range Plan



LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

Special Revenue Funds

In most cases, the revenues and expenditures projected for the Village's special revenue funds are based on historical information. One-time revenues and expenditures are eliminated from projections and then revenues and expenditures are projected out over five years. If future projections and trends are known, those more accurate numbers are used in the analysis.

(Amounts shown in thousands)

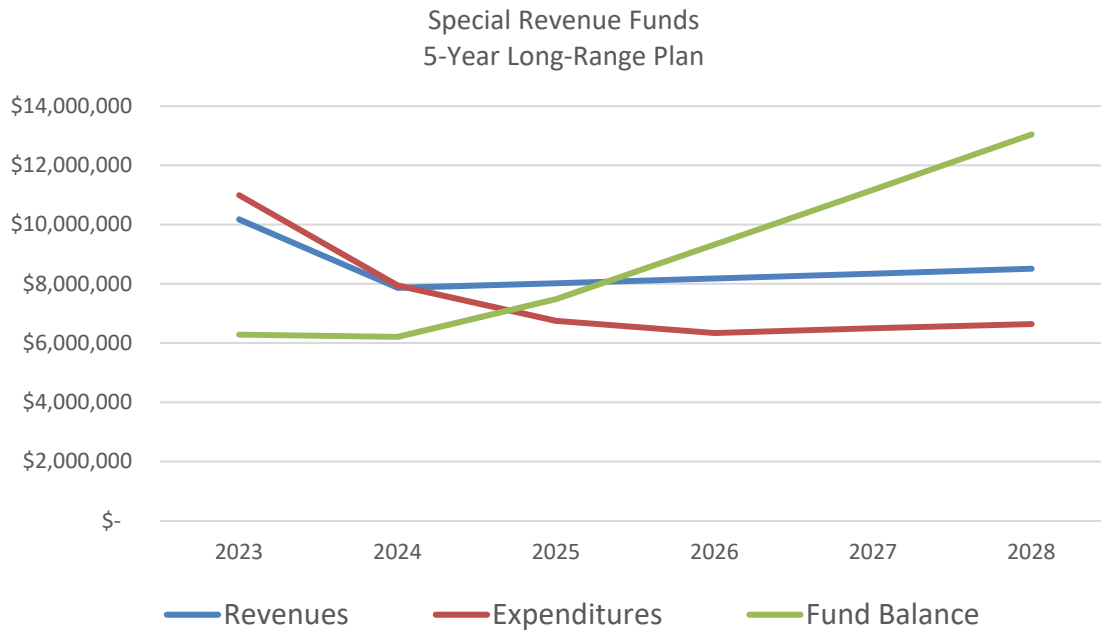
	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
MFT Fund	\$1,986	\$2,026	\$2,067	\$2,108	\$2,150	\$2,193
Municipal Waste	3,117	3,179	3,243	3,307	3,374	3,441
Barring./Higgins	-	-	-	-	-	-
Roselle Rd TIF	802	818	834	851	868	885
Lakewood Ctr TIF	600	612	624	637	649	662
Higgins/Old Sutton	2,528	65	65	65	66	68
Stonington/Pembroke	349	356	363	371	378	386
All Others	793	809	825	842	858	876
Total Revenues	10,175	7,865	8,021	8,181	8,343	8,511
Expenditures:						
MFT Fund	2,625	2,619	2,327	1,830	1,900	1,950
Municipal Waste	3,227	3,179	3,243	3,307	3,374	3,441
Barring./Higgins	309	-	-	-	-	-
Roselle Rd TIF	463	23	23	23	24	24
Lakewood Ctr TIF	299	305	311	317	324	330
Higgins/Old Sutton	2,528	28	28	28	29	29
Stonington/Pembroke	349	356	363	371	378	386
All Others	1,193	1,433	451	460	470	479
Total Expenditures	10,993	7,943	6,746	6,336	6,499	6,639
Net Revenues Over (Under) Exp.	(818)	(78)	1,275	1,845	1,844	1,872
Projected Ending Fund Balance	\$6,286	\$6,208	\$7,483	\$9,328	\$11,172	\$13,044

Analysis of the financial environment for the Special Revenue Funds:

Most of the Village TIF funds will be experiencing some property tax revenues as increment continues to grow. The Roselle Road TIF has a few redevelopment projects budgeted in FY2023. The Higgins/Old Sutton TIF is a new TIF fund, which will result in some development in FY2023. There are no projects coming up for these funds that would not have available funding from current revenues or accumulated fund balance.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates



Debt Service Funds

In the past, the Village had carefully mapped out all of its debt service so that the property tax levy remained at a consistent \$2.1 million every year after abatements. All other debt service is funded by current revenues that the Village takes in.

(Amounts shown in thousands)

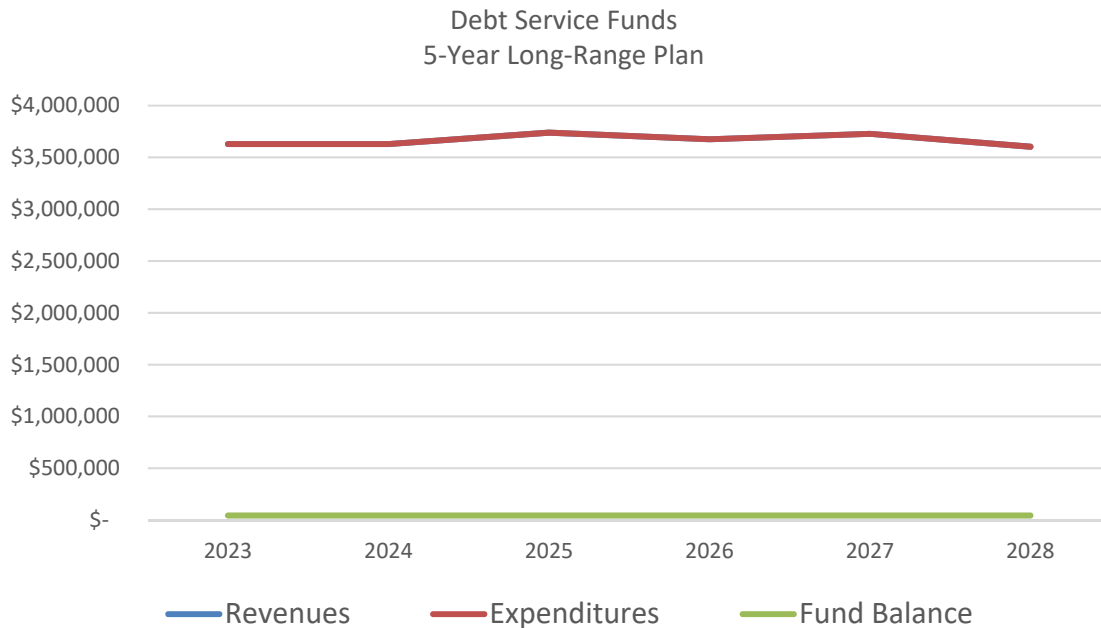
	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
Property Taxes	\$2,101	\$2,101	\$2,101	\$2,101	\$2,101	\$2,101
Tow Fees	300	300	300	300	300	300
Interest Income	1	1	1	1	1	1
Transfer from General	1,227	1,227	1,337	1,273	1,325	1,201
Total Revenues	3,629	3,629	3,739	3,675	3,727	3,603
Expenditures:						
2015B G.O.D.S	121	123	125	125	120	-
2016 G.O.D.S	330	330	1,480	284	2,554	2,548
2017A&B G.O.D.S	179	177	184	182	179	181
2018 G.O.D.S	2,862	2,862	1,813	2,947	737	737
2019 G.O.D.S	137	137	137	137	137	137
Total Expenditures	3,629	3,629	3,739	3,675	3,727	3,603
Net Revenues Over (Under) Exp.	-	-	-	-	-	-
Projected Ending Fund Balance	\$44	\$44	\$44	\$44	\$44	\$44

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

Analysis of the financial environment for the Debt Service Funds:

All of the Village's debt service is taken care of on an annual basis with property taxes or other Village revenues that have been established for the purpose of funding debt service.



Capital Project Funds

The Capital Improvements Program (CIP) is the Village's comprehensive multi-year plan for the development of the Village's capital facilities, infrastructure and improvements. Capital projects include all vehicles, in addition to projects that cost more than \$25,000 over the life of the project. The plan outlines the capital projects that are expected to take place over the next five years and is designed to ensure that capital improvements will be made when and where they are needed, and that the Village will have the funds to pay for and maintain them. Each year, projects are reviewed for need, cost and priority by Village staff, a resident Capital Improvements Board, and approved by the Village Board. More information on the Village's CIP can be found in detail, later in this document.

Not all projects in the Village's CIP end up in one of the Capital Project Funds. Some are in the Water & Sewer Fund, NOW Arena Fund or the Information Systems Fund (Internal Service). However, any capital project that is not funded by an Enterprise or Internal Service Fund will be in the operating budget of one of the Capital Project Funds.

All planned projects shown in the operating budget have a dedicated or planned funding source. And since the Village's CIP is a five-year plan that gets updated and approved annually, the numbers reflected below are a current and accurate reflection of the Village's future capital projects.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

(Amounts shown in thousands)

	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2027 Projected
Revenues:						
Electric Utility Tax	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800	\$1,800
Municipal Gas Tax	1,160	1,160	1,160	1,160	1,160	1,160
Motor Fuel Tax	2,890	2,495	2,200	2,200	2,200	2,200
Local MFT	380	380	380	380	380	380
Packaged Liquor	380	380	380	380	380	380
Stormwater Fee	545	545	545	545	545	545
All Others	5,521	15,813	11,183	6,816	6,830	6,893
Total Revenues	12,676	22,573	17,648	13,281	13,295	13,358
Expenditures:						
Road Improve.	7,627	11,535	11,773	7,600	7,600	7,600
Vehicles & Equip.	1,844	4,414	1,708	808	802	844
Stormwater Mgmt.	1,461	1,520	1,438	605	605	605
All Others	3,372	6,385	4,410	4,260	4,260	4,260
Total Expenditures	14,304	23,854	19,329	13,273	13,267	13,309
Net Revenues Over (Under) Exp.	(1,628)	(1,281)	(1,681)	8	28	49
Projected Ending Fund Balance	\$10,156	\$8,875	\$7,194	\$7,202	\$7,230	\$7,279

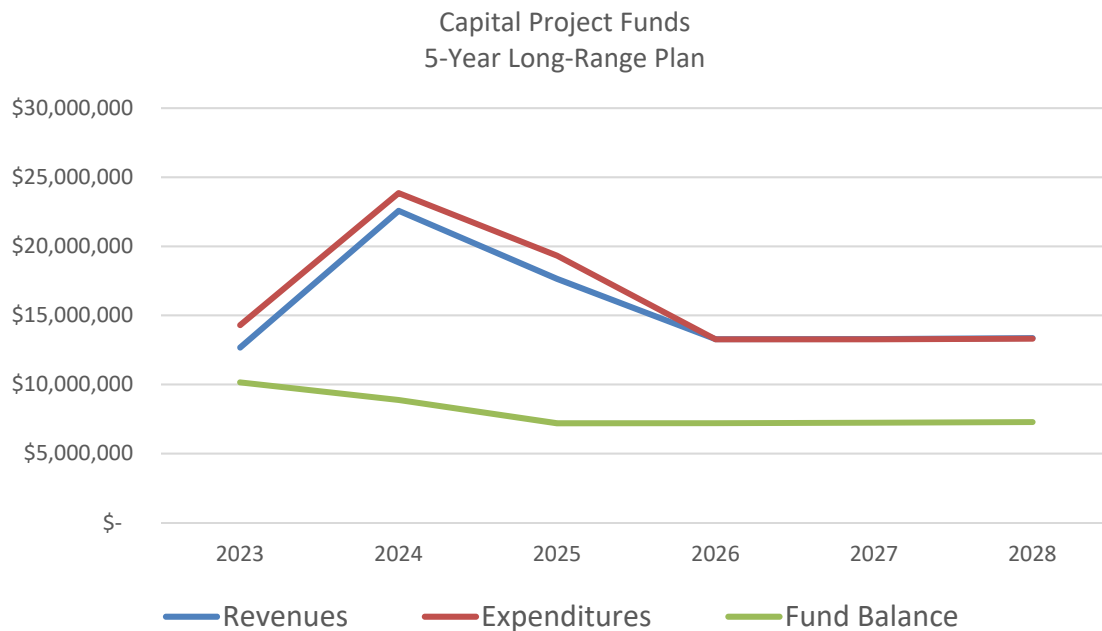
Analysis of the financial environment for the Capital Project Funds:

With the federal funding received by the Village to help with operations, as well as economic development that occurred, the Village was able to set aside \$5 million in FY2021 and another \$2.5 million in FY2022 of accumulated General Fund reserves that will be utilized for future capital. This money is the primary source of the fund balance reflected above as the Village Board has not earmarked it for any capital spending as of yet. Some of the larger projects are being funded by federal funding, grants, developer deposits, and recoveries from other units of government (i.e. Cook County).

More details on the funding for each capital project can be found in the Capital Improvements Program section of this budget document.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates



Enterprise Funds

In most cases, the revenues and expenses projected for the Village's enterprise funds are based on historical information. The Village pays particular attention to its Water & Sewer Fund and has a 30-year financial forecast that we monitor. This is so that all debt service payments and known capital improvements can be planned for with the water rates that are being charged. For the NOW Arena Fund financial information presented below, these figures include the Village's costs related to maintaining the arena, the direct operating costs of the arena, capital improvements needed at the arena, and the debt service related to the arena.

One-time revenues and expenses are eliminated from projections and then revenues and expenses are projected out over five years in the analysis shown below. If future projections and trends are known, those more accurate numbers are used in the analysis.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

(Amounts shown in thousands)

	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
Water Fund	\$22,778	\$23,575	\$24,400	\$25,254	\$26,138	\$27,053
Now Arena	17,928	19,995	22,037	20,810	21,153	21,496
Total Revenues	40,706	43,570	44,777	46,064	47,291	48,549
Expenses:						
Water Fund	26,384	27,175	27,991	28,830	29,695	30,586
NOW Arena	19,508	19,998	20,370	20,810	21,153	21,496
Total Expenses	45,892	47,173	48,361	49,640	50,848	52,082
Net Revenues Over (Under) Exp.	(5,186)	(3,603)	(3,584)	(3,576)	(3,557)	(3,533)
Projected Ending Fund Reserves	\$9,653	\$6,050	\$2,466	(\$1,110)	(\$4,667)	(\$8,200)

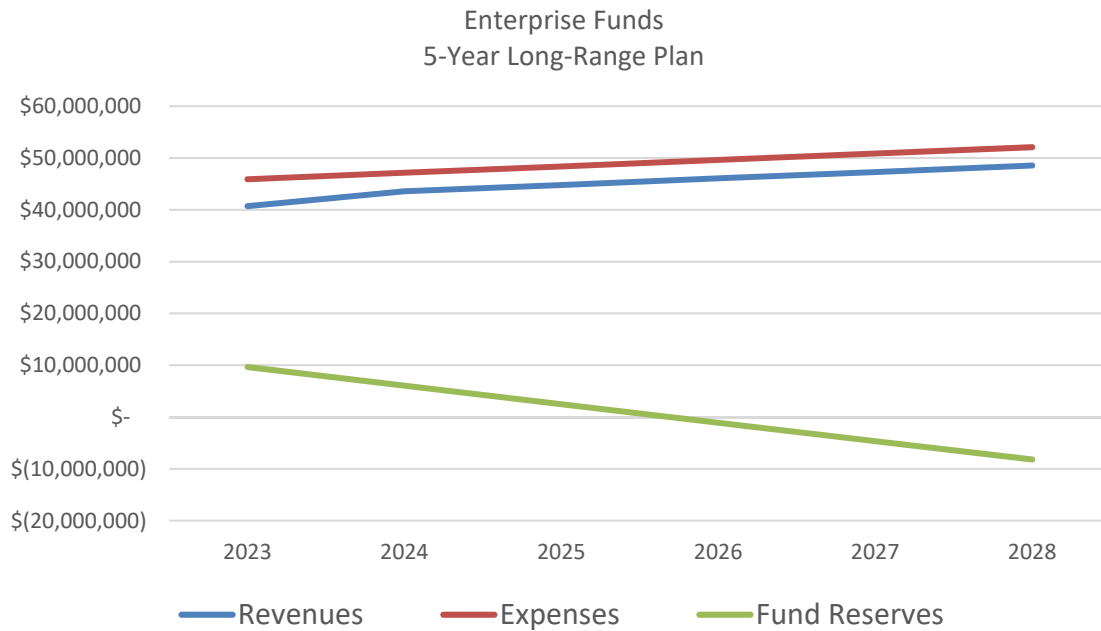
Analysis of the financial environment for the Enterprise Funds:

For the past few years, the Village had a plan that focused on building up the reserves in the Water & Sewer Fund to a stable level in advance of some major upcoming capital projects. In FY2023 and future years, those capital projects are starting to need funding, which will come from these built-up fund reserves, which as can be seen in the table above are not sufficient for the current capital needs. Potential bond issues will be researched for some of these major capital projects as has been done in the past. Water consumption is projected to remain flat in the near future, and our financial projections reflect a modest 4% water rate increase per year to fund future capital needs. Actual water rate increases are projected in a water rate study that the Village conducts every five years.

As for the NOW Arena, the Village took over ownership of the arena in 2009 when the private owner walked away from operations. The Village utilizes a management company to run the day-to-day operations of the arena. In FY2021, the pandemic significantly halted events and operations. The Arena was successful in finding many events that could be held outdoors, which would allow for required social distancing. In FY2022, the arena started to return to normal operations and had a successful year. For FY2023 and beyond, the Village is optimistic that arena activity will fully recover and continue to improve year-after-year resulting in successful financial operations.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates



Internal Service Funds

In most cases, the revenues and expenses projected for the Village's internal service funds are based on historical information and capital planning that has occurred for the Information Technology Fund. One-time revenues and expenses are eliminated from projections and then revenues and expenses are projected out over five years in the analysis shown below. If future projections and trends are known, those more accurate numbers are used in the analysis. Since these are internal service funds, the Village strives to ensure no significant surpluses or deficits are accumulating in these funds.

(Amounts shown in thousands)

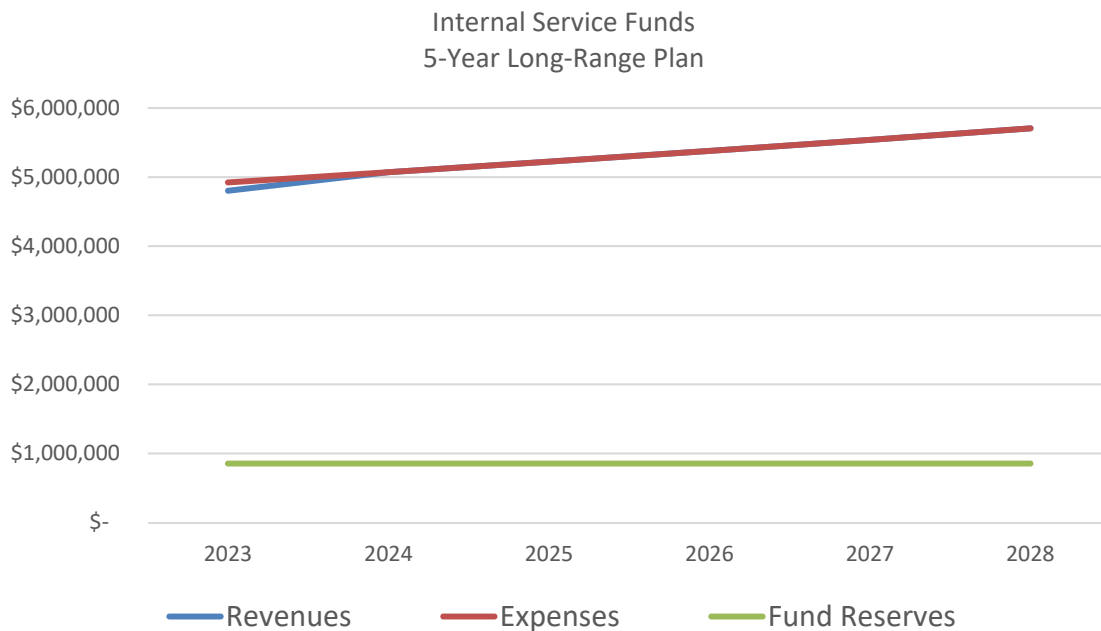
	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
Insurance Fund	\$1,850	\$2,079	\$2,142	\$2,206	\$2,272	\$2,340
Info. Technology	2,952	2,991	3,081	3,173	3,268	3,366
Total Revenues	4,802	5,070	5,223	5,379	5,540	5,706
Expenses:						
Insurance Fund	2,019	2,079	2,142	2,206	2,272	2,340
Info. Technology	2,904	2,991	3,081	3,173	3,268	3,366
Total Expenses	4,923	5,070	5,223	5,379	5,540	5,706
Net Revenues Over (Under) Exp.	(121)	-	-	-	-	-
Projected Ending Fund Reserves	853	853	853	853	853	853

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

Analysis of the financial environment for the Internal Service Funds:

The Village has a policy of maintaining fund reserves in the Insurance Fund equal to 1.5 times of the outstanding claim liabilities each year. We have been able to maintain that consistently since the policy was established. As for the Information Technology Fund, fund reserves that accumulate are used for capital projects in the following year, to lessen the burden on the user funds (General and Water & Sewer).



Pension Trust Funds

The Village of Hoffman Estates maintains a Police Pension Fund and a Firefighters Pension Fund to collect monies for the future payment of benefits to pension retirees. Both pension plans are single-employer pension plans. The benefits, benefit levels, employee contributions and employer contributions for both plans are governed by Illinois Compiled Statutes and can only be amended by the Illinois General Assembly. Both plans are governed by a Board of Trustees separate from the Village.

In most cases, the revenues and expenses projected for the Village's pension trust funds are based on historical information and known retirements. Revenues of these funds include employee contributions, employer contributions (property taxes), and investment earnings. Expenses include pension benefits for retirees. Revenues and expenses are projected out over five years in the analysis shown below. If future projections and trends different from historical growth are known, those more accurate numbers are used in the analysis.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates

(Amounts shown in thousands)

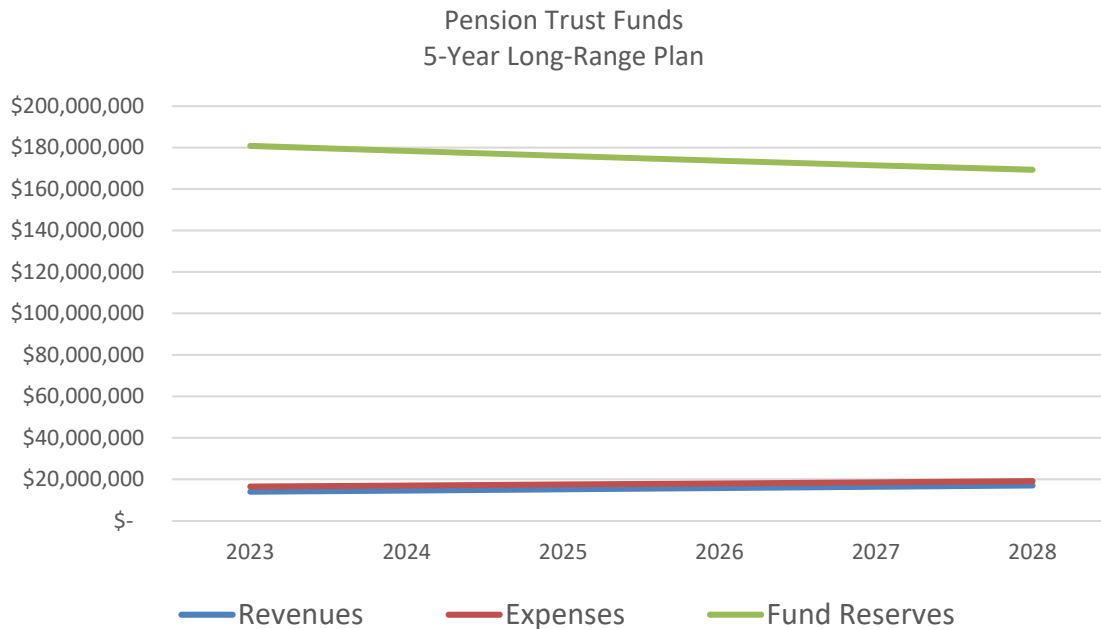
	2023 Budget	2024 Projected	2025 Projected	2026 Projected	2027 Projected	2028 Projected
Revenues:						
Police Pension	\$7,543	\$7,845	\$8,159	\$8,485	\$8,824	\$9,177
Fire Pension	6,408	6,664	6,931	7,208	7,496	7,796
Total Revenues	13,951	14,509	15,090	15,693	16,320	16,973
Expenses:						
Police Pension	8,754	9,017	9,288	9,566	9,853	10,149
Fire Pension	7,722	7,954	8,192	8,438	8,691	8,952
Total Expenses	16,476	16,971	17,480	18,004	18,544	19,101
Net Revenues Over (Under) Exp.	(2,525)	(2,462)	(2,390)	(2,311)	(2,224)	(2,128)
Projected Ending Fund Reserves	\$180,825	\$178,363	\$175,973	\$173,662	\$171,438	\$169,310

Analysis of the financial environment for the Pension Trust Funds:

Annual actuarial valuations for the Police Pension Fund and the Firefighters Pension Fund are developed in order to, among other things, determine the annual required contribution from the Village to said Pension Funds. The State of Illinois adopted SB 3538 on December 30, 2010 (also known as PA 096-1495) which changes pension benefits for new hires and it modified the minimum funding requirements for pension systems by changing to a 90% funding goal by 2040 (instead of the previous 100% funding goal by 2033), a change in actuarial methods from entry age normal to projected unit credit, and a five (5) year smoothing of gains and losses in future years. The change to a 90% funding goal is generally inconsistent with generally accepted accounting principles (GAAP) which requires a 100% amortization of unfunded actuarial accrued liabilities, therefore, the Village has determined that a 100% funding goal is consistent with sound funding methodology and wishes to continue to utilize that goal with future actuarial valuations. The Village has also determined that the new closed-amortization period of thirty (30) years by 2040 is a reasonable change to incorporate into future actuarial valuations for amortizing the current unfunded accrued liability, and the Village has the option if it adopts the new 30-year amortization period to annually analyze and determine if the Village can increase its contributions to the Pension Funds over and above the amount determined by the annual actuarial valuations. The Village has determined for consistency purposes that it wishes to continue to use all other current assumptions regarding the annual actuarial valuations.

LONG-RANGE FINANCIAL PLANNING

Village of Hoffman Estates



Other Long-Range Financial Planning Methods

Comprehensive Plan

The Village's first Comprehensive Plan was prepared by outside consultants and was adopted in 1969 and has been updated several times since then, most recently in April, 2009. The Village has plans to do a full update of the Plan in FY2024. The Comprehensive Plan is intended to guide the long range development of the Village. A broad array of development related issues are discussed in the plan, including transportation, land use, and economic development. The general guidance provided by the plan is considered when new developments are proposed and when specific programs are considered for implementation by the Village. Over time, it is expected that the broad policies in the plan may need to be adapted to meet changing conditions. Many of the policies of the plan are proposed with this need for flexibility in mind.

Consolidated Plan

Every five years the Village develops a long-term strategic plan called the Consolidated Plan related to its Community Development Block Grant (CDBG) program. The Consolidated Plan guides the programs that the Village will undertake each year. In addition, the Village must prepare an Annual Action Plan that describes the actions to be taken in a specific program year. To ensure public participation in the development of the Consolidated Plan and Annual Action Plan, the Village will hold a public hearing, accept public comment, and issue public notices.

Financial Policies

The Village also has in place several long-term financial policies, covering areas such as fund balance requirements, capital replacement, technology, basis of accounting versus basis of budgeting, debt issuance, cash management and investments, and budget development and adjustment. More information regarding these policies can be found in the Appendix of this document.





BUDGET SUMMARIES

REVENUE & EXPENDITURE BUDGET SUMMARY

ALL FUNDS

	2021 Actual	2022 Budget	2023 Budget	% Difference
Revenues				
General Fund	72,726,881	63,288,960	66,834,100	5.6%
Special Revenue Funds	17,396,264	12,175,100	10,175,260	-16.4%
Debt Service Funds	3,911,348	3,629,610	3,628,610	0.0%
Capital Project Funds	16,039,767	11,047,210	12,676,370	14.7%
Enterprise Fund	42,600,414	40,756,130	40,705,330	-0.1%
Internal Service Funds	3,159,503	3,877,910	4,802,110	23.8%
Trust Funds	38,507,040	13,830,560	13,950,760	0.9%
Total Revenues	194,341,218	148,605,480	152,772,540	2.8%
Expenditures				
General Fund	65,937,346	65,706,860	71,666,110	9.1%
Special Revenue Funds	15,851,610	13,515,360	10,993,730	-18.7%
Debt Service Funds	3,737,972	3,629,610	3,628,610	0.0%
Capital Project Funds	11,873,703	12,717,610	14,304,270	12.5%
Enterprise Fund	31,797,233	44,364,030	45,892,280	3.4%
Internal Service Funds	3,425,382	4,356,990	4,922,700	13.0%
Trust Funds	15,190,902	15,661,940	16,476,550	5.2%
Total Expenditures	147,814,147	159,952,400	167,884,250	5.0%
Net Revenues Over (Under) Expenditures	46,527,071	(11,346,920)	(15,111,710)	

REVENUE & EXPENDITURE

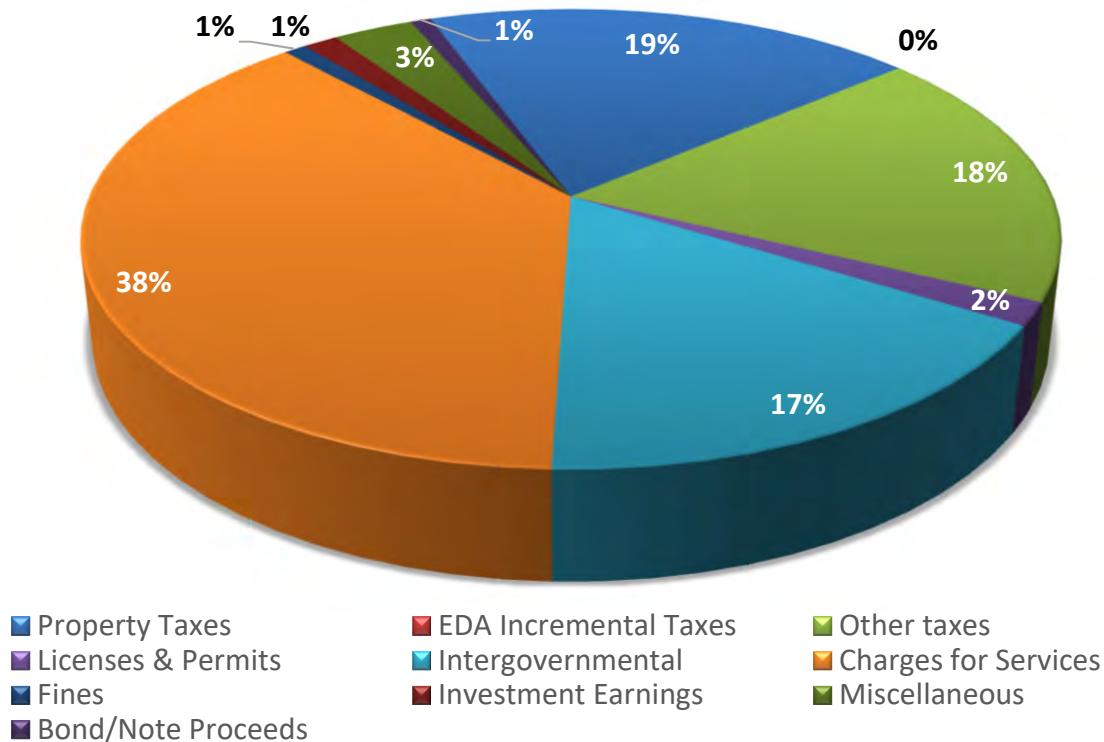
OVERALL FINANCIAL SUMMARY - 2023 BUDGET

	General Fund	Special Revenue Funds	Debt Service Funds	Capital Project Funds	Enterprise Funds	Internal Service Funds	Trust Funds
Revenues							
Property Taxes	13,654,510	665,000	2,100,580	-	-	-	10,398,760
EDA Incremental Taxes	-	-	-	-	-	-	-
Other taxes	18,369,320	1,250,000	-	3,520,000	2,250,000	-	40,000
Licenses & Permits	2,235,700	-	-	-	-	-	-
Intergovernmental	19,797,750	2,328,000	150,000	184,590	535,000	-	87,000
Charges for Services	10,739,320	2,902,290	-	921,700	32,299,460	3,507,520	1,775,000
Fines	1,216,000	-	-	-	-	-	-
Investment Earnings	175,000	3,320	30	23,210	42,500	15,000	1,650,000
Miscellaneous	441,500	3,026,650	-	15,000	830,000	42,800	-
Bond/Note Proceeds	-	-	-	-	1,125,000	-	-
Total Revenues	66,629,100	10,175,260	2,250,610	4,664,500	37,081,960	3,565,320	13,950,760
Expenditures							
Salaries and Wages	33,549,390	43,630	-	-	3,486,910	839,310	2,400
Employee Benefits	20,011,330	22,210	-	-	1,198,880	264,770	16,366,900
Misc. Employee Expenses	712,780	3,900	-	-	35,600	17,860	5,500
Commodities	1,791,910	3,500	-	-	203,720	14,700	1,050
Contractual Services	11,037,330	7,948,990	3,000	40,200	12,202,500	2,352,050	100,700
Debt Service	-	-	3,625,610	45,650	5,644,180	-	-
Depreciation Expense	-	-	-	-	-	-	-
SCA Operating Expense	-	-	-	-	12,057,390	-	-
Total Expenditures	67,102,740	8,022,230	3,628,610	85,850	34,829,180	3,488,690	16,476,550
Net Revenues Over (Under) Expenditures	(473,640)	2,153,030	(1,378,000)	4,578,650	2,252,780	76,630	(2,525,790)
Other Financing Sources (Uses)							
Capital Outlay	(248,490)	(23,500)	-	(12,538,420)	(5,270,910)	(1,714,050)	-
Transfers In	205,000	-	1,378,000	8,011,870	3,623,370	1,236,790	-
Transfers Out	(6,181,660)	(2,900,000)	-	(1,680,000)	(3,693,370)	-	-
Cost Allocation	1,866,780	(48,000)	-	-	(2,098,820)	280,040	-
Total	(4,358,370)	(2,971,500)	1,378,000	(6,206,550)	(7,439,730)	(197,220)	-
Beginning Fund Balance	27,137,249	7,104,582	44,173	11,783,627	14,840,243	973,348	183,350,602
Increases (Decreases) in Reserve**	(4,832,010)	(818,470)	-	(1,627,900)	(5,186,950)	(120,590)	(2,525,790)
Ending Fund Balance	22,305,239	6,286,112	44,173	10,155,727	9,653,293	852,758	180,824,812

****:** Major changes in fund balance can be found on pages 95-96 of this document

REVENUE SUMMARY BY FUNDING SOURCE

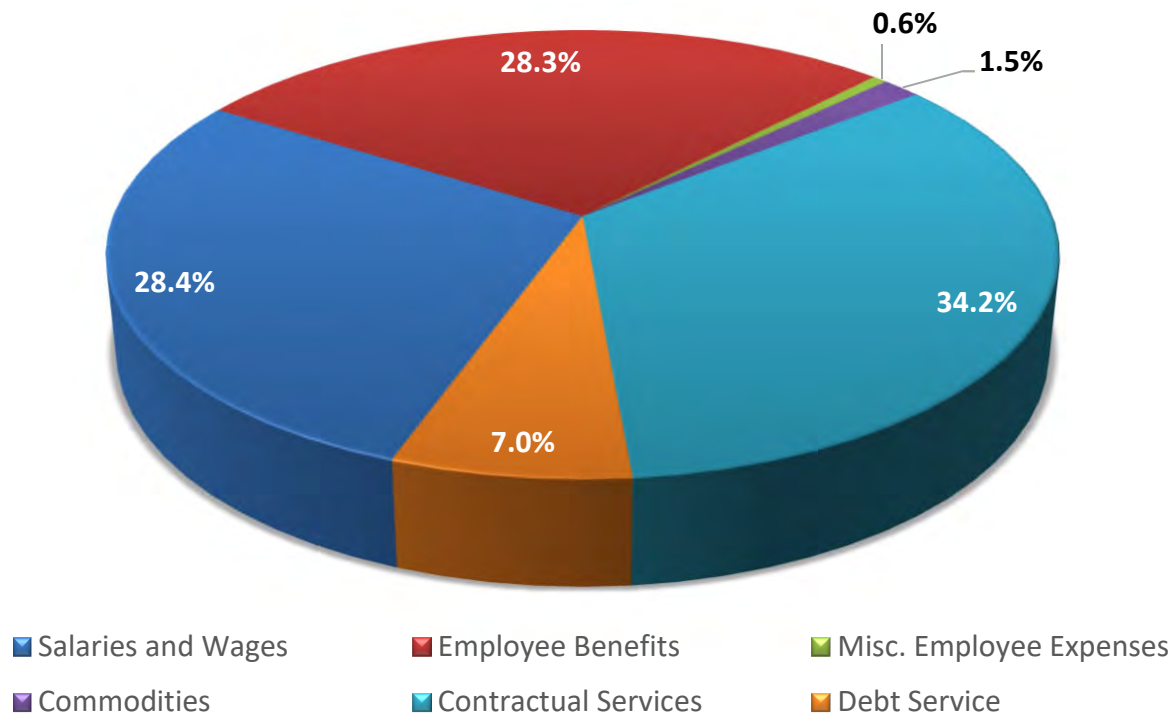
ALL FUNDS



	2021 Actual	2022 Budget	2023 Budget	% Difference
Property Taxes	22,612,211	26,758,850	26,768,850	0.0%
EDA Incremental Taxes	6,500,000	1,500,000	-	-100.0%
Other taxes	25,231,184	25,329,490	25,479,320	0.6%
Licenses & Permits	3,811,512	1,563,700	2,235,700	43.0%
Intergovernmental	33,353,361	24,689,580	23,082,340	-6.5%
Charges for Services	42,396,818	47,110,670	52,145,290	10.7%
Fines	1,335,381	1,066,000	1,216,000	14.1%
Investment Earnings	26,861,498	1,673,050	1,909,060	14.1%
Miscellaneous	3,594,657	7,279,030	4,355,950	-40.2%
Bond/Note Proceeds	10,060,875	1,572,940	1,125,000	-28.5%
Total Operating Revenues	175,757,497	138,543,310	138,317,510	-0.2%
Operating Transfers	18,583,721	10,062,170	14,455,030	43.7%
Total Revenues & Transfers	194,341,218	148,605,480	152,772,540	2.8%

EXPENDITURE SUMMARY BY OBJECT

ALL FUNDS



	2021 Actual	2022 Budget	2023 Budget	% Difference
Salaries and Wages	34,280,414	36,528,300	37,921,640	3.8%
Employee Benefits	34,307,318	36,811,580	37,864,090	2.9%
Misc. Employee Expenses	588,054	789,110	775,640	-1.7%
Commodities	1,162,271	1,636,820	2,044,880	24.9%
Contractual Services	30,598,163	46,969,310	45,712,160	-2.7%
Debt Service	6,673,555	9,268,480	9,315,440	0.5%
Depreciation Expense	3,577,114	-	-	N/A
Total Operating Expenditures	111,186,889	132,003,600	133,633,850	1.2%
Capital Outlay	18,043,537	17,886,630	19,795,370	10.7%
Operating Transfers	18,583,722	10,062,170	14,455,030	43.7%
Total Expenditures & Transfers	147,814,147	159,952,400	167,884,250	5.0%

REVENUE & EXPENDITURE SUMMARY

GENERAL FUND

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Revenues					
Taxes	35,232,190	32,624,580	32,720,510	32,023,830	-1.8%
Licenses and Permits	3,811,512	1,563,700	1,863,700	2,235,700	43.0%
Intergovernmental	22,043,255	20,107,490	23,797,810	19,797,750	-1.5%
Charges for Services	8,665,444	7,305,690	10,865,650	10,739,320	47.0%
Fines and Forfeits	1,206,299	1,066,000	1,336,000	1,216,000	14.1%
Investment Earnings	(87,757)	20,000	100,000	175,000	775.0%
Miscellaneous	645,104	396,500	422,480	441,500	11.3%
Operating Transfers	1,210,834	205,000	205,000	205,000	0.0%
Total Revenues	72,726,881	63,288,960	71,311,150	66,834,100	5.6%
Expenditures					
General Administration	4,374,643	4,615,370	4,407,590	4,983,320	8.0%
Police	20,352,396	21,608,190	21,718,280	21,914,590	1.4%
Fire	19,606,760	20,917,310	21,988,530	22,823,310	9.1%
Public Works	7,254,000	7,713,970	7,993,300	8,385,540	8.7%
Development Services	5,267,434	5,793,700	5,624,140	5,659,940	-2.3%
Health & Human Services	853,658	973,760	939,240	1,122,440	15.3%
Boards & Commissions	265,888	515,860	488,210	595,310	15.4%
Operating Transfers	7,962,567	3,568,700	6,355,470	6,181,660	73.2%
Total Expenditures	65,937,346	65,706,860	69,514,760	71,666,110	9.1%
Excess/(Deficiency) of Revenues over Expenditures	6,789,536	(2,417,900)	1,796,390	(4,832,010)	
Fund Reserves Utilized	-	2,450,000	-	4,850,000	
Net Revenues over Expenditures	6,789,536	32,100	1,796,390	17,990	

REVENUE DETAIL

GENERAL FUND

Account Name	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Taxes					
Property Taxes, Current	11,011,755	13,604,510	13,604,510	13,604,510	0.0%
Property Taxes, Prior	28,787	50,000	150,000	50,000	0.0%
EDA Incremental Property Taxes	6,500,000	1,500,000	-	-	-100.0%
Hotel Tax	986,815	700,000	1,300,000	1,000,000	42.9%
Real Estate Transfer Tax	1,109,114	1,120,000	1,200,000	900,000	-19.6%
Home Rule Sales Tax	4,312,594	3,400,000	4,900,000	4,300,000	26.5%
Food and Beverage Tax	550,235	550,580	550,580	550,580	0.0%
Telecommunications Tax	960,318	828,750	900,000	765,000	-7.7%
Property Taxes - Fire	4,169,545	4,444,250	4,272,700	4,444,250	0.0%
Property Taxes - Police	5,307,780	5,954,490	5,422,670	5,954,490	0.0%
Prior Year Property Taxes - Fire	13,008	15,000	75,000	15,000	0.0%
Prior Year Property Taxes - Police	15,521	15,000	75,000	15,000	0.0%
Vehicle Wholesale Tax	152,376	210,000	120,050	175,000	-16.7%
Entertainment Tax	96,629	225,000	130,000	230,000	2.2%
Transportation Tax	17,713	7,000	20,000	20,000	185.7%
Total Taxes	35,232,190	32,624,580	32,720,510	32,023,830	-1.8%
Licenses & Permits					
Business Licenses	411,173	380,000	380,000	380,000	0.0%
Liquor Licenses	251,740	275,000	275,000	275,000	0.0%
Animal Licenses	8,677	8,700	8,700	8,700	0.0%
Building Permits	3,139,923	900,000	1,200,000	1,572,000	74.7%
Taxi/Livery Licenses	-	-	-	-	N/A
Total Licenses & Permits	3,811,512	1,563,700	1,863,700	2,235,700	43.0%
Intergovernmental					
Sales Tax	8,981,002	8,050,000	9,300,000	8,700,000	8.1%
Local Use Tax	2,068,952	2,080,000	2,013,000	2,023,900	-2.7%
Income Tax	7,025,189	6,240,000	8,200,000	7,800,000	25.0%
Replacement Tax	456,154	325,000	750,000	540,000	66.2%
Replacement Tax - Fire	26,473	13,400	50,000	43,500	224.6%
Replacement Tax - Police	26,473	13,400	50,000	43,500	224.6%
Grants	28,832	25,000	41,310	34,500	38.0%
Grants - COVID	2,865,772	2,817,160	2,833,000	-	N/A
Foreign Fire Insurance Tax	81,370	65,000	70,000	70,000	7.7%
Fire Protection Dist. Tax	58,244	66,000	66,000	66,000	0.0%
Property Taxes - Road & Bridge	314,151	305,000	305,000	305,000	0.0%

(continued on next page)

REVENUE DETAIL

GENERAL FUND

Account Name	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Cook County Gas Tax Rebate	11,263	10,000	10,000	10,000	0.0%
Tobacco Grant Revenue	691	2,530	750	2,500	-1.2%
Emergency Ops Grant Revenue	18,523	15,000	15,000	30,000	100.0%
Cannabis Use Tax	76,417	80,000	90,000	125,100	56.4%
Property Tax - HACC Arrears	3,749	-	3,750	3,750	N/A
Total Intergovernmental	22,043,255	20,107,490	23,797,810	19,797,750	-1.5%
Charges for Services					
Plan Review Fees	4,336	5,000	5,000	5,000	0.0%
Hearing Fees	35,000	30,000	35,000	30,000	0.0%
Engineering Fees	1,184,170	300,000	300,000	600,000	100.0%
Ambulance Fees	1,362,191	1,400,000	1,700,000	1,600,000	14.3%
GEMT Revenue	930,116	800,000	3,350,000	3,500,000	337.5%
Counseling Fees	38,027	35,000	35,000	35,000	0.0%
Health Clinic Fees	22,493	20,000	20,000	20,000	0.0%
Snow Removal Fees	26,572	3,500	2,500	2,500	-28.6%
Police Hireback	439,777	375,000	405,000	400,000	6.7%
Hireback - Arena	85,285	105,750	270,500	203,250	92.2%
Report Fees- Police	8,895	8,000	8,000	8,000	0.0%
False Alarm Fees	22,500	30,000	30,000	30,000	0.0%
Smoke Detector/Lock Box	1,220	-	250	-	N/A
Lease Payments	808,328	573,690	845,600	449,570	-21.6%
Cable TV Franchise Fee	544,255	530,000	540,000	540,000	1.9%
Cable TV PEG Fee	33,558	37,000	31,000	31,000	-16.2%
AT&T Franchise Fee	109,530	120,000	110,000	110,000	-8.3%
AT&T PEG Fee	21,906	25,000	20,000	20,000	-20.0%
Fourth of July Proceeds	-	87,750	97,800	100,000	14.0%
Equipment Usage	190,962	150,000	190,000	190,000	26.7%
Employee Insurance Payments	1,860,945	1,700,000	1,900,000	1,950,000	14.7%
Passport Revenues	18,165	20,000	20,000	20,000	0.0%
Wireless Alarm Subscribers	621,009	675,000	675,000	620,000	-8.1%
Rental Inspection Fees	296,198	275,000	275,000	275,000	0.0%
Total Charges for Services	8,665,444	7,305,690	10,865,650	10,739,320	47.0%

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REVENUE DETAIL

GENERAL FUND

Account Name	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Fines & Forfeits					
Court Fines, County	213,962	120,000	100,000	120,000	0.0%
Ticket Fines, Village	210,576	200,000	290,000	250,000	25.0%
Overweight Truck Permits	6,660	6,000	6,000	6,000	0.0%
Red Light Camera Revenue	716,340	670,000	900,000	800,000	19.4%
Local Debt Recovery	58,761	70,000	40,000	40,000	-42.9%
Total Fines & Forfeits	1,206,299	1,066,000	1,336,000	1,216,000	14.1%
Investment Earnings					
Interest Income	(87,757)	20,000	100,000	175,000	775.0%
Total Investment Earnings	(87,757)	20,000	100,000	175,000	775.0%
Miscellaneous					
Reimbursements/Recoveries	270,889	150,000	150,000	150,000	0.0%
Sale of Equipment	74,318	25,000	47,730	50,000	100.0%
Miscellaneous Revenue	11,084	50,000	10,000	10,000	-80.0%
Board & Commissions Contrib.	15,500	23,500	15,500	23,500	0.0%
Sister Cities Proceeds	11,985	10,000	10,000	10,000	0.0%
HE Park District Contributions	-	4,500	4,500	4,500	0.0%
Annexation Fees-University Pl.	1,715	-	-	-	N/A
S. Barrington Fuel Reimburse.	30,260	30,000	35,000	35,000	16.7%
Celebrations Comm. Contrib.	20	-	-	-	N/A
Veterans Memorial Contrib.	561	500	500	500	0.0%
Tollway Fire/Ambulance Pmts	26,596	18,000	18,000	18,000	N/A
Arts Commission	225	-	-	-	N/A
Terminal Reserve Revenue	39,951	-	-	-	N/A
Eneroc Electricity Credit	72,995	20,000	21,250	20,000	0.0%
Aggregate Civic Contribution	-	-	25,000	35,000	N/A
Platzkonzert Commission Cont.	52,862	35,000	40,000	40,000	14.3%
Schaumburg Township Fuel Reimb	36,144	30,000	45,000	45,000	50.0%
Total Miscellaneous	645,104	396,500	422,480	441,500	11.3%
Operating Transfers					
Transfer from Asset Seizure	406,834	155,000	155,000	155,000	0.0%
Transfer from Municipal Waste	50,000	50,000	50,000	50,000	0.0%
Transfer from Capital Improvement	54,000	-	-	-	N/A
Transfer from Capital Replacement	700,000	-	-	-	N/A
Total Operating Transfers	1,210,834	205,000	205,000	205,000	0.0%
Total Revenue	72,726,881	63,288,960	71,311,150	66,834,100	5.6%

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

Program	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
General Government					
Legislative	366,038	423,760	403,660	429,170	1.3%
Administration	571,606	1,012,250	895,620	1,089,350	7.6%
Legal	928,944	545,690	497,440	540,380	-1.0%
Finance	1,168,126	1,276,300	1,230,360	1,333,440	4.5%
Village Clerk	229,189	245,810	239,090	284,250	15.6%
Human Resource Management	579,045	634,490	674,940	704,200	11.0%
Communications	273,122	390,860	387,550	512,280	31.1%
Cable Television	176,075	-	-	-	N/A
Emergency Operations	82,498	86,210	78,930	90,250	4.7%
Total General Government	4,374,643	4,615,370	4,407,590	4,983,320	8.0%
Police Department					
Administration	1,371,583	1,679,430	1,598,900	1,657,830	-1.3%
Juvenile	573,747	669,390	645,930	687,370	2.7%
Tactical	1,138,080	1,103,390	1,005,320	1,095,500	-0.7%
Patrol and Response	12,497,341	13,179,200	13,554,740	13,250,620	0.5%
Traffic Control	1,046,756	923,310	1,025,560	1,090,360	18.1%
Investigations	1,511,249	1,627,770	1,509,440	1,642,860	0.9%
Community Relations	4,901	10,150	10,510	12,580	23.9%
Communications	570,108	491,830	491,830	440,660	-10.4%
Canine	208,593	225,050	178,080	228,420	1.5%
Special Services	144,123	137,730	269,890	228,250	65.7%
Records	308,150	318,320	318,940	327,450	2.9%
Administrative Services	977,766	1,242,620	1,109,140	1,252,690	0.8%
Total Police Department	20,352,396	21,608,190	21,718,280	21,914,590	1.4%
Fire Department					
Administration	813,219	958,860	917,200	1,004,310	4.7%
Public Education	71,213	82,640	81,050	89,440	8.2%
Suppression	9,624,754	10,090,010	9,982,380	10,325,550	2.3%
Emergency Medical Services	8,461,007	9,163,470	10,404,230	10,788,550	17.7%
Prevention	599,376	577,780	562,120	573,910	-0.7%
Fire Stations	37,191	44,550	41,550	41,550	-6.7%
Total Fire Department	19,606,760	20,917,310	21,988,530	22,823,310	9.1%

(continued on next page)

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

Program	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Public Works					
Administration	372,198	349,240	331,660	403,780	15.6%
Snow and Ice Control	1,977,083	1,847,410	1,871,890	1,969,320	6.6%
Pavement Maintenance	482,739	1,343,280	1,347,520	1,389,520	3.4%
Forestry	969,019	1,173,880	1,127,580	1,192,530	1.6%
Facilities	1,111,720	1,243,910	1,379,500	1,316,060	5.8%
Fleet Services	1,269,306	1,387,930	1,545,230	1,646,820	18.7%
F.A.S.T.	175,835	197,120	218,800	226,310	14.8%
Storm Sewers	162,449	171,200	171,120	241,200	40.9%
Traffic Control	733,653	-	-	-	N/A
Total Public Works	7,254,000	7,713,970	7,993,300	8,385,540	8.7%
Development Services					
Administration	429,724	479,210	408,530	458,500	-4.3%
Planning	529,839	794,260	680,030	868,720	9.4%
Code Enforcement	1,594,142	1,752,130	1,688,980	1,802,730	2.9%
Transportation & Engineering	1,297,265	1,259,010	1,240,000	1,373,170	9.1%
Economic Development	1,416,463	1,509,090	1,606,600	1,156,820	-23.3%
Total Development Services	5,267,434	5,793,700	5,624,140	5,659,940	-2.3%
Health & Human Services					
Health & Human Services	853,658	973,760	939,240	1,122,440	15.3%
Total Health & Human Services	853,658	973,760	939,240	1,122,440	15.3%
Boards & Commissions					
Fourth of July Commission	29,456	155,070	160,180	181,750	17.2%
Fire and Police Commission	44,480	102,040	89,670	112,260	10.0%
Misc. Boards & Commissions	191,952	258,750	238,360	301,300	16.4%
Total Boards & Commissions	265,888	515,860	488,210	595,310	15.4%
General Fund Total before Operating Transfers	57,974,778	62,138,160	63,159,290	65,484,450	5.4%

(continued on next page)

EXPENDITURE SUMMARY BY DEPARTMENT

GENERAL FUND

Program	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Operating Transfers					
to Lakewood Center TIF	(9,549)	-	-	-	N/A
to Higgins/Old Sutton TIF	7,260	-	-	-	N/A
to 2015 GODS	123,875	120,100	120,100	121,300	1.0%
to 2016 GODS	3,120	500	5,340	500	0.0%
to 2017 GODS	177,500	180,750	180,750	178,800	-1.1%
to 2018 GODS	1,351,600	940,970	940,970	940,690	0.0%
to 2019 GODS	136,247	136,710	136,710	136,710	0.0%
to Capital Improvement	-	605,000	654,550	782,500	29.3%
to Capital Vehicle & Equipment	-	934,600	1,360,770	1,784,370	90.9%
to Road Improvement	-	-	-	600,000	N/A
to Capital Replacement	5,000,000	-	2,500,000	-	N/A
to NOW Arena Operating	1,087,825	50,000	-	-	-100.0%
to Information System	84,690	490,070	346,280	1,236,790	152.4%
to Stormwater Management	-	110,000	110,000	400,000	263.6%
Total Operating Transfers	7,962,567	3,568,700	6,355,470	6,181,660	73.2%
Total Expenditures	65,937,346	65,706,860	69,514,760	71,666,110	9.1%

EXPENDITURE SUMMARY BY OBJECT

GENERAL FUND

Object	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Salaries & Wages					
General Administration	2,502,464	3,025,840	2,789,700	3,087,490	2.0%
Police	10,082,819	10,581,490	10,763,890	10,888,400	2.9%
Fire	11,154,635	11,702,750	11,514,460	12,142,580	3.8%
Public Works	3,277,209	3,483,580	3,458,050	3,618,730	3.9%
Development Services	2,605,704	2,865,680	2,728,950	3,047,030	6.3%
Health & Human Services	512,533	596,340	584,620	698,910	17.2%
Boards & Commissions	50,848	65,230	64,230	66,250	1.6%
Total Salaries & Wages	30,186,210	32,320,910	31,903,900	33,549,390	3.8%
Employee Benefits					
General Administration	1,071,332	1,233,860	1,196,190	1,214,750	-1.5%
Police	8,087,495	8,840,590	8,859,980	8,861,900	0.2%
Fire	6,598,297	6,897,490	6,947,020	6,952,070	0.8%
Public Works	1,398,610	1,537,480	1,537,340	1,482,720	-3.6%
Development Services	1,212,999	1,240,960	1,218,610	1,199,420	-3.3%
Health & Human Services	199,448	231,900	228,060	262,840	13.3%
Boards & Commissions	35,723	36,960	36,980	37,630	1.8%
Total Employee Benefits	18,603,905	20,019,240	20,024,180	20,011,330	0.0%
Misc. Employee Benefits					
General Administration	30,862	65,630	49,980	73,840	12.5%
Police	184,663	223,790	189,055	190,440	-14.9%
Fire	260,318	309,560	304,030	311,920	0.8%
Public Works	39,134	52,740	56,300	53,730	1.9%
Development Services	19,845	58,480	47,945	72,610	24.2%
Health & Human Services	7,050	9,210	8,830	8,660	-6.0%
Boards & Commissions	375	1,580	380	1,580	0.0%
Total Misc. Employee Benefits	542,247	720,990	656,520	712,780	-1.1%
Commodities					
General Administration	164,807	147,620	152,830	170,590	15.6%
Police	63,913	88,210	92,090	104,620	18.6%
Fire	74,754	92,660	88,250	102,900	11.1%
Public Works	1,025,475	974,220	1,045,010	1,325,270	36.0%
Development Services	16,641	26,250	23,615	24,590	-6.3%
Health & Human Services	27,472	66,410	55,860	63,540	-4.3%
Boards & Commissions	144	1,250	400	400	-68.0%
Total Commodities	1,373,207	1,396,620	1,458,055	1,791,910	28.3%

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EXPENDITURE SUMMARY BY OBJECT

GENERAL FUND

Object	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Contractual Services					
General Administration	1,410,079	1,090,120	1,130,930	1,394,310	27.9%
Police	1,916,979	1,867,930	1,807,085	1,858,850	-0.5%
Fire	1,420,600	1,811,660	3,030,580	3,211,450	77.3%
Public Works	1,944,194	2,275,290	2,486,020	2,598,610	14.2%
Development Services	1,495,754	1,677,280	1,680,920	1,396,170	-16.8%
Health & Human Services	107,155	69,900	61,870	88,490	26.6%
Boards & Commissions	178,797	410,840	386,220	489,450	19.1%
Total Contractual Services	8,473,557	9,203,020	10,583,625	11,037,330	19.9%
Capital Outlay					
General Administration	18,559	15,100	100	24,500	62.3%
Police	16,527	6,180	6,180	10,380	68.0%
Fire	98,156	103,190	104,190	102,390	-0.8%
Public Works	69,798	85,000	157,900	91,850	8.1%
Development Services	17,474	19,540	19,740	19,370	-0.9%
Total Capital Outlay	220,515	229,010	288,110	248,490	8.5%
Operating Transfers					
to Lakewood Center TIF	(9,549)	-	-	-	N/A
to Higgins/Old Sutton TIF	7,260	-	-	-	N/A
to 2015 GODS	123,875	120,100	120,100	121,300	1.0%
to 2016 GODS	3,120	500	5,340	500	N/A
to 2017 GODS	177,500	180,750	180,750	178,800	-1.1%
to 2018 GODS	1,351,600	940,970	940,970	940,690	0.0%
to 2019 GODS	136,247	136,710	136,710	136,710	0.0%
to Capital Improvement	-	605,000	654,550	782,500	29.3%
to Capital Vehicle & Equipment	-	934,600	1,360,770	1,784,370	90.9%
to Road Improvement	-	-	-	600,000	N/A
to Capital Replacement	5,000,000	-	2,500,000	-	N/A
to NOW Arena Operating	1,087,825	50,000	-	-	-100.0%
to Information System	84,690	490,070	346,280	1,236,790	152.4%
to Stormwater Management	-	110,000	110,000	400,000	263.6%
Total Operating Transfers	7,962,567	3,568,700	6,355,470	6,181,660	73.2%
Cost Allocations					
Water Fund Cost Allocation	(1,367,830)	(1,703,630)	(1,707,100)	(1,818,780)	6.8%
CDBG Fund Cost Allocation	(57,033)	(48,000)	(48,000)	(48,000)	0.0%
Total Cost Allocations	(1,424,863)	(1,751,630)	(1,755,100)	(1,866,780)	6.6%
Total - All Objects	65,937,346	65,706,860	69,514,760	71,666,110	9.1%

REVENUE SUMMARY BY FUND

OTHER FUNDS

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Special Revenue Funds					
Motor Fuel Tax	3,235,870	3,200,000	3,167,500	1,986,250	-37.9%
Asset Seizure	156,535	-	257,330	-	N/A
Municipal Waste System	2,998,593	3,113,920	3,078,690	3,116,630	0.1%
Roselle Road TIF	787,307	800,000	1,591,340	802,000	0.3%
Community Dev. Block Grant	298,843	643,000	593,000	343,000	-46.7%
Higgins/Hassell Rds TIF	889,257	450,000	450,020	450,020	0.0%
Barrington/Higgins TIF	755,703	850,000	601,750	-	-100.0%
Lakewood Center TIF	8,201,755	590,000	600,000	600,000	1.7%
Higgins/Old Sutton TIF	72,399	2,528,180	65,000	2,528,180	0.0%
Stonington & Pembroke TIF	-	-	-	349,180	N/A
Total Special Revenue Funds	17,396,264	12,175,100	10,404,630	10,175,260	-16.4%
Debt Service Funds					
2015B G.O. Debt Service	123,875	120,100	120,100	121,300	1.0%
2016 G.O. Debt Service	431,152	330,100	340,240	330,100	0.0%
2017A&B G.O. Debt Service	177,500	180,750	180,750	178,800	-1.1%
2018 G.O. Debt Service	3,042,575	2,861,950	2,876,990	2,861,700	0.0%
2019 G.O. Debt Service	136,247	136,710	136,710	136,710	0.0%
Total Debt Service Funds	3,911,348	3,629,610	3,654,790	3,628,610	-0.03%
Capital Projects Funds					
Capital Improvements	1,632,951	2,345,000	2,244,750	2,372,650	1.2%
Road Improvements	6,032,888	6,373,490	6,214,090	7,182,090	12.7%
Capital Vehicle & Equipment	2,758,324	1,346,480	1,773,130	1,784,820	32.6%
Capital Replacement	4,997,389	100	2,530,000	7,500	7400.0%
Central Rd Corridor Improvement	311	-	80	50	N/A
Hoffman Blvd Bridge Maintenance	234	50	80	50	0.0%
Western Corridor	(19,193)	26,500	(12,500)	382,500	1343.4%
Prairie Stone Capital	78,973	400	4,500	1,500	275.0%
West. Area Traffic Improvement	3,641	-	-	-	N/A
Central Area Impact Fee	31	-	10	-	N/A
West. Area Rd. Impact Fee	352	190	200	200	5.3%
2019 Capital Project	40	-	50	-	N/A
Stormwater Management	553,576	955,000	955,020	945,010	-1.0%
Total Capital Projects Funds	16,039,767	11,047,210	13,709,410	12,676,370	14.7%

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REVENUE SUMMARY BY FUND

OTHER FUNDS

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Enterprise Funds					
Waterworks and Sewerage	22,518,970	25,617,190	27,101,710	22,777,500	-11.1%
NOW Arena Operating	6,914,051	2,536,510	3,035,120	2,913,200	14.9%
NOW Arena Activity	5,313,795	10,981,360	4,738,860	11,186,990	1.9%
2015A&C G.O. Debt Service	7,853,599	1,621,070	2,450,360	3,827,640	136.1%
Total Enterprise Funds	42,600,414	40,756,130	37,326,050	40,705,330	-0.1%
Internal Service Funds					
Insurance	1,871,029	1,793,170	1,769,030	1,850,390	3.2%
Information Systems	1,288,474	2,084,740	1,826,080	2,951,720	41.6%
Total Internal Service Funds	3,159,503	3,877,910	3,595,110	4,802,110	23.8%
Trust Funds					
Police Pension	20,188,421	7,452,900	(2,439,070)	7,543,000	1.2%
Firefighters Pension	18,318,619	6,377,660	(12,302,940)	6,407,760	0.5%
Total Trust Funds	38,507,040	13,830,560	(14,742,010)	13,950,760	0.9%
Total Other Funds	121,614,337	85,316,520	53,947,980	85,938,440	0.7%

EXPENDITURE SUMMARY BY FUND

OTHER FUNDS

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Special Revenue Funds					
Motor Fuel Tax	3,407,201	3,010,000	3,010,000	2,625,000	-12.8%
Asset Seizure	446,031	188,480	178,270	241,500	28.1%
Municipal Waste System	2,846,564	3,063,530	3,119,130	3,227,440	5.4%
Roselle Road TIF	6,762	2,428,180	2,217,350	463,180	-80.92%
Community Dev. Block Grant	309,278	643,000	593,000	343,000	-46.66%
Higgins/Hassell TIF	674,929	7,070	7,070	608,570	8507.78%
Barrington/Higgins TIF	401,549	1,467,740	386,500	308,500	-78.98%
Lakewood Center TIF	7,750,281	179,180	113,180	299,180	66.97%
Higgins/Old Sutton TIF	9,015	2,528,180	18,180	2,528,180	0.00%
Stonington & Pembroke TIF	-	-	-	349,180	N/A
Total Special Revenue Funds	15,851,610	13,515,360	9,642,680	10,993,730	-18.7%
Debt Service Funds					
2015B G.O. Debt Service	123,875	120,100	120,100	121,300	1.0%
2016 G.O. Debt Service	437,175	330,100	330,100	330,100	0.0%
2017A G.O. Debt Service	177,500	180,750	180,750	178,800	-1.1%
2018 G.O. Debt Service	2,863,175	2,861,950	2,861,950	2,861,700	0.0%
2019 G.O. Debt Service	136,247	136,710	136,710	136,710	0.0%
Total Debt Service Funds	3,737,972	3,629,610	3,629,610	3,628,610	-0.03%
Capital Projects Funds					
Capital Improvements	1,774,257	2,358,320	2,292,550	2,292,500	-2.8%
Road Improvements	5,354,365	7,173,900	6,981,240	7,627,090	6.3%
Capital Vehicle & Equipment	3,022,545	1,346,480	1,713,190	1,843,830	36.9%
Capital Replacement	700,000	40,170	40,170	-	-100.0%
Hoffman Blvd Bridge Maintenance	-	53,000	3,000	40,000	-24.5%
Western Corridor	284,331	100,500	70,000	390,000	288.1%
Prairie Stone Capital	164,149	608,000	63,040	650,000	6.9%
West. Area Traffic Improvement	3,638	-	-	-	N/A
West. Area Rd. Impact Fee	162	190	200	200	5.3%
2019 Capital Project	34,397	-	-	-	N/A
Stormwater Management	535,858	1,037,050	797,050	1,460,650	40.8%
Total Capital Projects Funds	11,873,703	12,717,610	11,960,440	14,304,270	12.5%

(continued on next page)

EXPENDITURE SUMMARY BY FUND

OTHER FUNDS

	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Difference
Enterprise Funds					
Waterworks and Sewerage	18,711,901	25,495,540	23,963,770	26,383,880	3.5%
NOW Arena Operating	1,444,956	4,159,130	5,285,880	4,493,770	8.0%
NOW Arena Activity	5,064,422	10,981,360	4,738,860	11,186,990	1.9%
2015A&C G.O. Debt Service	6,575,955	3,728,000	3,728,000	3,827,640	2.7%
Total Enterprise Funds	31,797,233	44,364,030	37,716,510	45,892,280	3.4%
Internal Service Funds					
Insurance	2,043,524	1,972,250	1,849,590	2,018,740	2.4%
Information Systems	1,381,857	2,384,740	2,126,090	2,903,960	21.8%
Total Internal Service Funds	3,425,382	4,356,990	3,975,680	4,922,700	13.0%
Trust Funds					
Police Pension	7,870,991	8,088,480	8,582,010	8,754,380	8.2%
Firefighters Pension	7,319,911	7,573,460	7,515,070	7,722,170	2.0%
Total Trust Funds	15,190,902	15,661,940	16,097,080	16,476,550	5.2%
Total Other Funds	81,876,802	94,245,540	83,022,000	96,218,140	2.1%

2022 LEVY YEAR PROPERTY TAX ANALYSIS

Levy Year	Fiscal Year	(1) Corporate	(2) Police Pension	(3) Fire Pension	Public Safety	(5) Bond & Interest	Less Abate.	Sub-total Levy
2012	2013	11,606,620	2,325,870	1,617,950	-	7,941,316	(6,391,316)	17,100,440
2013	2014	11,164,090	2,697,480	2,516,350	-	7,944,411	(6,394,411)	17,927,920
2014	2015	11,264,510	2,595,630	2,517,780	-	7,945,707	(6,395,707)	17,927,920
2015	2016	-	3,164,840	2,806,000	11,264,510	8,387,367	(6,837,367)	18,785,350
2016	2017	-	3,367,390	3,084,350	11,264,510	8,026,379	(6,476,379)	19,266,250
2017	2018	-	3,570,030	3,280,550	11,264,510	8,299,172	(6,198,592)	20,215,670
2018	2019	-	3,788,070	3,372,780	11,264,510	8,142,162	(6,041,581)	20,525,940
2019	2020	-	4,338,900	3,700,890	11,264,510	8,952,553	(6,851,973)	21,404,880
2020	2021	-	5,422,671	4,272,701	11,264,510	9,057,761	(7,565,181)	22,452,462
2021	2022	-	5,954,497	4,444,257	13,604,510	9,103,316	(7,002,736)	26,103,844
2022	2023	-	5,954,497	4,444,257	13,604,510	9,199,202	(7,098,622)	26,103,844
Inc (Dec) over PY		-	-	-	-	95,886	(95,886)	-
Percent Inc (Dec)		n/a	0.0%	0.0%	0.0%	1.1%	1.4%	0.0%

(continued below)

Levy Year	Fiscal Year	Loss & Cost 2%	Total Extension	(6) EAV	Rate	Inc (Dec) Over Prior Yr	Inc (Dec) in EAV
2011	2012	340,019	17,340,949	1,553,747,288	1.116	13.2%	-10.7%
2012	2013	342,009	17,442,449	1,425,389,519	1.224	9.7%	-8.3%
2013	2014	358,558	18,286,478	1,256,082,214	1.456	19.0%	-11.9%
2014	2015	358,558	18,286,478	1,268,032,073	1.442	-1.0%	1.0%
2015	2016	375,707	19,161,057	1,226,372,669	1.563	8.4%	-3.3%
2016	2017	385,325	19,651,575	1,387,343,031	1.417	-9.3%	13.1%
2017	2018	404,313	20,619,983	1,402,746,870	1.471	3.8%	1.1%
2018	2019	410,519	20,936,459	1,370,685,728	1.528	3.9%	-2.3%
2019	2020	428,098	21,832,978	1,585,481,333	1.377	-9.9%	15.7%
2020	2021	449,049	22,901,511	1,612,295,657	1.421	3.2%	1.7%
2021	2022	522,077	26,625,921	1,636,722,547	1.627	14.5%	1.5%
2022	2023	522,077	26,625,921	1,661,647,959	1.603	-1.5%	1.5%
Inc (Dec) over PY		-	-	24,925,412	(0)		
Percent Inc (Dec)		0.0%	0.0%	1.5%	-1.5%		

FULL-TIME EQUIVALENT SUMMARY BY DEPARTMENT

Department/Division	2021 Actual	2022 Budget	2023 Budget	Change from Prior Year
General Government				
Legislative	1.05	1.05	1.05	0.00
Administration	3.35	5.85	5.53	(0.32)
Legal	2.40	1.34	1.39	0.05
Finance	12.19	12.69	12.44	(0.25)
Village Clerk	2.70	2.70	3.00	0.30
Human Resource Management	3.87	4.00	4.00	0.00
Communications	1.50	2.70	2.70	0.00
Multimedia Production	1.70	0.00	0.00	0.00
Emergency Operations	0.50	0.50	0.50	0.00
Total General Government	29.26	30.83	30.61	(0.22)
Police Department				
Administration	6.00	6.00	6.00	0.00
Juvenile	3.25	3.25	3.25	0.00
Tactical	6.00	6.00	5.00	(1.00)
Patrol & Response	62.75	63.75	63.75	0.00
Traffic Control	4.00	2.00	3.00	1.00
Investigations	8.00	8.00	7.50	(0.50)
Canine	1.00	1.00	1.00	0.00
Records	3.70	3.70	3.70	0.00
Administrative Services	11.20	14.20	14.20	0.00
Total Police Department	105.90	107.90	107.40	(0.50)
Fire Department				
Administration	3.20	3.20	3.20	0.00
Public Education	0.20	0.20	0.20	0.00
Suppression	46.25	46.25	46.25	0.00
Emergency Medical Services	45.35	45.35	45.35	0.00
Prevention	2.40	2.40	2.40	0.00
Total Fire Department	97.40	97.40	97.40	0.00

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FULL-TIME EQUIVALENT SUMMARY BY DEPARTMENT

Department/Division	2021 Actual	2022 Budget	2023 Budget	Change from Prior Year
Public Works				
Administration	1.64	1.64	1.92	0.28
Snow & Ice Control	8.60	8.94	8.94	0.00
Traffic Operations	3.01	7.16	7.16	0.00
Forestry	6.44	7.10	7.10	0.00
Facilities	4.95	4.95	4.95	0.00
Fleet Services	4.80	4.80	4.80	0.00
F.A.S.T.	0.83	0.83	0.83	0.00
Storm Sewers	0.83	0.83	0.83	0.00
Traffic Control	4.15	0.00	0.00	0.00
Total Public Works	35.25	36.25	36.53	0.28
Development Services				
Administration	2.87	2.87	2.39	(0.48)
Planning	4.60	4.60	4.59	(0.01)
Code Enforcement	15.24	15.74	15.64	(0.10)
Transportation & Engineering	9.22	9.35	9.53	0.18
Economic Development	2.30	2.30	2.29	(0.01)
Total Development Services	34.23	34.86	34.44	(0.42)
Total Health & Human Services	7.38	8.03	8.80	0.77
Misc. Boards & Commissions	1.00	1.00	1.00	0.00
Water & Sewer Fund				
Water	24.26	24.26	24.40	0.14
Sewer	11.77	11.77	11.77	0.00
Water Billing	2.94	2.94	2.94	0.00
Total Water & Sewer	38.97	38.97	39.11	0.14
NOW Arena Fund	0.28	0.00	0.00	0.00
Insurance Fund	1.00	0.80	0.80	0.00
Information Technology	8.00	7.00	7.00	0.00
CDBG Fund	1.00	0.00	0.00	0.00
Municipal Waste System	0.88	0.88	0.88	0.00
Total FTE's	360.55	363.92	363.97	0.05

CHANGES IN STAFFING LEVELS

FROM 2022 to 2023

Position Title	Dept	Division	FTE's	Action
GIS Specialist	General Government	Administration	(1.00)	Position reduction
Event Coordinator	General Government	Administration	0.50	New position
Administrative Assistant	General Government	Administration	0.18	Position reclassification
PT Executive Assistant	General Government	Legal	0.05	Additional hours
Accounts Payable Clerk	General Government	Finance	(0.25)	Hours eliminated
Customer Service Representative	General Government	Village Clerk	0.30	Additional hours
Police Officer	Police	Tactical	(1.00)	Position reclassification
Police Officer	Police	Traffic Control	1.00	Position reclassification
Police Officer	Police	Investigations	(1.00)	Position reclassification
Social Worker	Police	Investigations	0.50	New position
Public Works Intern	Public Works	Administration	0.28	Position reclassification
Administrative Assistant	Development Services	Administration	(0.18)	Position reclassification
Development Services Intern	Development Services	Administration	(0.30)	Position reclassification
Administrative Assistant	Development Services	Planning	(0.01)	Position reclassification
Administrative Assistant	Development Services	Code Enforcement	(0.10)	Position reclassification
PT Administrative Assistant	Development Services	Transportation	0.18	Additional hours
Administrative Assistant	Development Services	Economic Development	(0.01)	Position reclassification
Social Worker	Health & Human Services	Health & Human Services	0.50	New Position
Clinical Supervisor	Health & Human Services	Health & Human Services	0.27	Additional hours
Public Works Intern	Water & Sewer	Water	0.14	Position reclassification
Total			0.05	

PROJECTED IMPACT OF FISCAL YEAR 2023

	Est. Beg. Fund Balance	Budgeted Revenues	Budgeted Expenditures	Transfers In	Transfers Out	Est. Ending Fund Balance
General Fund	27,137,249	66,629,100	65,484,450	205,000	6,181,660	22,305,239
Special Revenue Funds						
Motor Fuel Tax	1,355,962	1,986,250	130,000	-	2,495,000	717,212
Com. Dev. Block Grant	-	343,000	143,000	-	200,000	-
Asset Seizure	661,910	-	86,500	-	155,000	420,410
Municipal Waste System	385,684	3,116,630	3,177,440	-	50,000	274,874
Roselle Rd TIF	1,802,498	802,000	463,180	-	-	2,141,318
Barrington/Higgins TIF	1,180,557	-	308,500	-	-	872,057
Higgins/Hassell TIF	669,472	450,020	608,570	-	-	510,922
Lakewood Center TIF	938,295	600,000	299,180	-	-	1,239,115
Higgins/Old Sutton TIF	110,204	2,528,180	2,528,180	-	-	110,204
Stonington & Pembroke TIF	-	349,180	349,180	-	-	-
Debt Service Funds						
2015B G.O. Debt Service	-	-	121,300	121,300	-	-
2016 G.O. Debt Service	4	329,600	330,100	500	-	4
2017A&B G.O. Debt Service	-	-	178,800	178,800	-	-
2018 G.O. Debt Service	44,169	1,921,010	2,861,700	940,690	-	44,169
2019 G.O. Debt Service	-	-	136,710	136,710	-	-
Capital Project Funds						
Capital Improvements	160,986	1,505,150	1,002,500	867,500	1,290,000	241,136
Road Improvements	1,291,474	2,222,090	7,627,090	4,960,000	-	846,474
Capital Vehicle & Equipment	514,311	450	1,843,830	1,784,370	-	455,301
Capital Replacement	7,776,689	7,500	-	-	-	7,784,189
Central Rd Corridor Improv.	55,787	50	-	-	-	55,837
Hoffman Blvd Bridge Maint.	271,164	50	40,000	-	-	231,214
Western Corridor	29,472	382,500	-	-	390,000	21,972
Traffic Improvement	18,651	-	-	-	-	18,651
Prairie Stone Capital Fund	748,397	1,500	650,000	-	-	99,897
Western Area Traffic Improv.	235	-	-	-	-	235
Central Area Impact Fee	1,148	-	-	-	-	1,148
West. Area Rd. Impact Fee	332	200	200	-	-	332
2015/2017 Capital Project	335,324	-	-	-	-	335,324
Stormwater Management	579,657	545,010	1,460,650	400,000	-	64,017
Enterprise funds						
Water & Sewer	11,181,998	22,777,500	26,313,880	-	70,000	7,575,618
NOW Arena Operating	2,983,241	2,913,200	870,400	-	3,623,370	1,402,671
NOW Arena Activity	-	10,639,260	11,186,990	547,730	-	-
2015A & C G.O. Debt Service	675,004	752,000	3,827,640	3,075,640	-	675,004

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PROJECTED IMPACT OF FISCAL YEAR 2023

	Est. Beg. Fund Balance	Budgeted Revenues	Budgeted Expenditures	Transfers In	Transfers Out	Est. Ending Fund Balance
Internal Service Funds						
Insurance	914,927	1,850,390	2,018,740	-	-	746,577
Information Systems	58,421	1,714,930	2,903,960	1,236,790	-	106,181
Trust & Agency Funds						
Police Pension	86,401,863	7,543,000	8,754,380	-	-	85,190,483
Firefighters Pension	96,948,739	6,407,760	7,722,170	-	-	95,634,329
Total Revenues & Expenditures		138,317,510	153,429,220	14,455,030	14,455,030	

BUDGET SUMMARIES

Village of Hoffman Estates

Major Increases and Decreases in Fund Balance

Below is an explanation of any major increase or decrease in fund balance (over 10%):

GENERAL FUND

The General Fund is expected to experience a decrease in fund balance of 17.8% (\$4,832,010) in FY2023. This is a planned drawdown of fund balance due to the favorable financial results in FY2021 and FY2022; funds are to be used for capital projects and equipment. However, it is projected that the General Fund will still be above the 25% fund balance requirement as of the end of FY2023.

SPECIAL REVENUE FUNDS

The Municipal Waste System Fund is expected to see a decrease in fund balance of 28.7% (\$110,810) in FY2023 due to a planned drawdown of accumulated reserves for municipal refuse services.

The Motor Fuel Tax Fund is expected to decrease accumulated fund balance in FY2023 for allowable projects. The fund will experience a 47.1% (\$638,750) decrease in fund balance.

The Asset Seizure Fund fund balance is expected to decrease by 36.5% (\$241,500) in FY2023. This is due to the draw-down of federal forfeiture funds for allowable police related purchases.

The Roselle Road TIF Fund fund balance is expected to increase by 18.8% (\$338,820) in FY2023. This positive growth is due to revenues exceeding planned projects within the TIF area for this fiscal year.

The Barrington/Higgins TIF Fund is expected to decrease fund balance by 26.1% (\$308,500) in FY2023. This is due to a planned drawdown of reserves to for the final projects related to the close-out of this TIF District.

The Higgins/Hassell Roads TIF Fund is expected to decrease fund balance by 23.7% (\$158,550). This is due to the planned spending of accumulated reserves for TIF projects.

The Lakewood Center TIF Fund is expected to increase fund balance by 32.1% (\$300,820). The EAV of the TIF area is gradually seeing positive growth and accumulating fund balance for planned projects.

CAPITAL PROJECT FUNDS

The Capital Improvements Fund will experience an increase in fund balance of 49.8% (\$80,150). This is related to earmarked revenue that will be received for capital projects that is above the amount actually needed in FY2023.

The Road Improvements Fund will experience a decrease in fund balance of 34.5% (\$445,000). This is a planned drawdown of accumulated capital revenues for road improvement projects.

The Capital Vehicle & Equipment Fund will experience an 11.5% (\$59,010) decrease in fund balance for FY2023. This is the planned spending of accumulated revenues for capital expenditures.

BUDGET SUMMARIES

Village of Hoffman Estates

The Hoffman Blvd Bridge Maintenance Fund is expected to experience a decrease in fund balance of 14.7% (\$39,950). This is a planned drawdown of accumulated fund reserves for bridge maintenance.

The Western Corridor Fund will experience a decrease in fund balance of 25.4% (\$7,500) due to the planned drawdown of available fund balance for a transfer to support bike and road improvements.

The Prairie Stone Capital Fund is expected to experience a decrease in fund balance of 86.7% (\$648,500) resulting from the continued spend-down of fund balance for improvements within the Prairie Stone development area.

The Stormwater Management fund is expected to have a decrease in fund balance of 89.0% (\$515,640) in FY2023. This is a planned drawdown of fund balance for storm sewer culvert repairs.

ENTERPRISE FUNDS

The Water & Sewer Fund will have a decrease of reserves of 32.3% (\$3,606,380). These funds will be used for planned capital improvements.

The NOW Arena Operating Fund is expected to experience a decrease of 53.0% (\$1,580,570) in FY2023. This is a planned drawdown of accumulated grant funds for capital projects.

INTERNAL SERVICE FUNDS

The Insurance Fund is expected to have a decrease in fund reserves of 18.4% (\$168,350) in FY2023. This is a planned drawdown of fund reserves to aid in the increasing costs of liability and workers compensation insurances.

The Information Technology Fund is expected to have an increase in fund reserves of 81.8% (\$47,760). This is a minor increase due to ancillary revenues.



BUDGET NARRATIVES

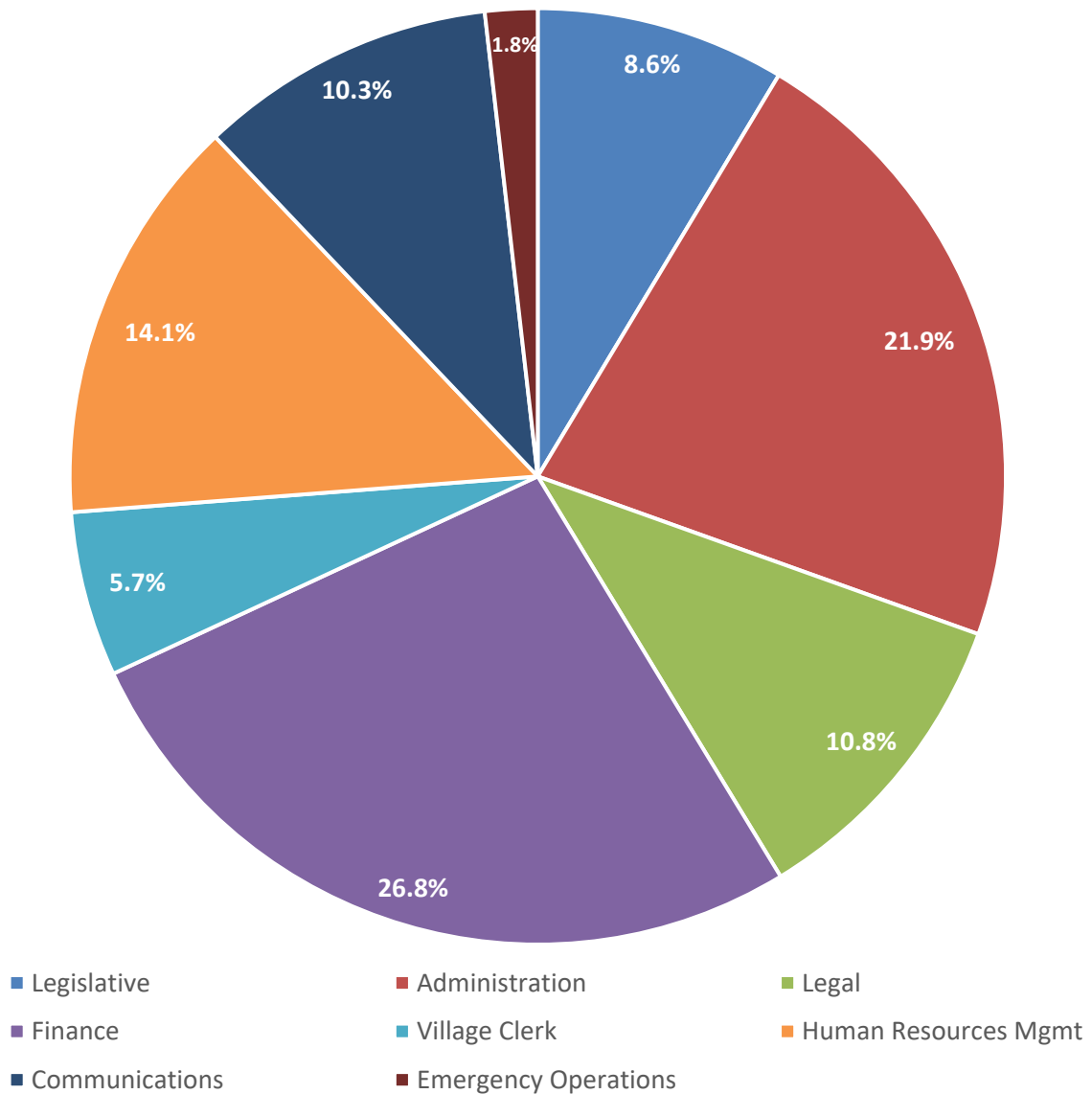
GENERAL GOVERNMENT DEPARTMENT

The General Government Department is comprised of nine divisions: Legislative, General Government Administration, Legal, Finance, Village Clerk, Human Resources Management, Communications and Cable Television.

Total Budget

\$4,983,320

Annual Expenses by Division



GENERAL GOVERNMENT DEPARTMENT

Annual Expenses by Division

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Legislative	366,038	423,760	403,660	429,170	1.3%
Administration	571,606	1,012,250	895,620	1,089,350	7.6%
Legal	928,944	545,690	497,440	540,380	-1.0%
Finance	1,168,126	1,276,300	1,230,360	1,333,440	4.5%
Village Clerk	229,189	245,810	239,090	284,250	15.6%
Human Resource Mangement	579,045	634,490	674,940	704,200	11.0%
Communications	273,122	390,860	387,550	512,280	31.1%
Multimedia	176,075	-	-	-	N/A
Emergency Operations	82,498	86,210	78,930	90,250	4.7%
Total	4,374,643	4,615,370	4,407,590	4,983,320	8.0%

Annual Expenses by Class

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	2,502,464	3,025,840	2,789,700	3,087,490	2.0%
Employee Benefits	1,071,332	1,233,860	1,196,190	1,214,750	-1.5%
Misc. Employee Expenses	30,862	65,630	49,980	73,840	12.5%
Commodities	164,807	147,620	152,830	170,590	15.6%
Contractual Services	1,410,079	1,090,120	1,130,930	1,394,310	27.9%
Capital Outlay	18,559	15,100	100	24,500	62.3%
Cost Allocation	(823,460)	(962,800)	(912,140)	(982,160)	2.0%
Total	4,374,643	4,615,370	4,407,590	4,983,320	8.0%

Description

The legislative and governing body of the Village of Hoffman Estates consists of the Village President (Mayor), six (6) Trustees who are elected on an at-large basis, and the Director of Operations for the Mayor and Trustees. The Village Board creates policy and sets priorities for the Village staff to execute. The Board approves the annual budget and focuses on the Village's goals, major projects and long-term considerations such as land use and economic development, capital improvements, strategic planning and finances.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	1.00	1.00	1.00
FTE's – Part Time	0.05	0.05	0.05



2022 Accomplishments

- Economic development continued to be a primary objective for the Mayor and Trustees and a number of new developments occurred in 2022 within the Village.
- Welcomed businesses to Hoffman Estates through ribbon cuttings and other economic development events held in cooperation with the Hoffman Estates Chamber of Commerce and the Hoffman Estates Economic Development Commission.

- The Mayor and Trustees represent the Village's interests on many local, regional and national boards and commissions, including PACE, the Northwest Municipal Conference, National League of Cities, Metropolitan Mayor's Caucus, the United States Conference of Mayors and the O'Hare Noise Compatibility Commission.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	230,085	259,270	237,820	259,690	0.2%
Employee Benefits	59,559	62,980	60,840	59,690	-5.2%
Misc. Employee Expenses	7,307	16,150	12,730	21,060	30.4%
Commodities	12,944	14,290	20,290	20,890	46.2%
Contractual Services	100,633	122,630	120,590	119,590	-2.5%
Cost Allocation	(44,490)	(51,560)	(48,610)	(51,750)	0.4%
Total	366,038	423,760	403,660	429,170	1.3%

Budget Highlights

Employee Benefits

The 5.2% decrease is due to a lower IMRF contribution rate.

Misc. Employee Expenses

The 30.4% increase is due to a \$4,910 increase in travel and training.

Commodities

The 46.2% increase is due to increases in office supplies and other supplies for the Village Board.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

GENERAL GOVERNMENT ADMINISTRATION

Village of Hoffman Estates

Description

The General Government Administration Division houses the office of the Village Manager and is responsible for administering the day-to-day operations of the Village government. Common responsibilities include working with the Mayor and the Village Board of Trustees on development of policies and goals, management of the Village's operating departments, implementation of special projects, and reviewing resident and business concerns to enhance customer service. The Division consists of the Village Manager, Deputy Village Manager, Assistant Village Manager, Boards & Commissions Administrative Assistant (charged to Misc. Boards & Commissions) and Administrative Intern. The Geographic Information Systems (GIS) Division is also included within General Government Administration.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	2.50	5.00	4.18
FTE's – Part Time	0.85	0.85	1.35



2022 Accomplishments

- Completed the recruitment and appointment of the Information Technology Director and Communications Manager positions.
- Reorganized the Information Technology Department to improve employee retention through creation of additional internal promotional opportunities.
- Continued to work closely with all operating departments to mitigate the effects of the COVID-19 pandemic. Secured \$5.6 million in American Rescue Plan Act funds (\$2.8 million in 2021 and \$2.8 million in 2022). These grant dollars will be used primarily for lost revenue replacement.

GENERAL GOVERNMENT ADMINISTRATION

Village of Hoffman Estates

- Continued to assist Somerset Development in the redevelopment of the Lakewood Campus (former AT&T corporate site) into Bell Works, a mixed-use “Metroburb” that will include 1.2 million square feet of office space, 60,000 square feet of conference facilities, storage and amenities, and 60,000 square feet of restaurant and retail space.
- Successfully secured \$2.4 million in federal Shuttered Venue Grant (SVG) funds (in addition to \$4.8 million received in 2021) for the NOW Arena to offset revenue losses from 2020. Utilized these funds to pay down debt service and to complete capital projects.
- Supported development projects within the Village, including the 53-acre Microsoft data center property on Lakewood Boulevard (currently under construction). Benefits from the Microsoft project are projected to include significant building permit revenue and electric utility tax revenue.
- Negotiated with TransformCo to achieve land acquisition for release of an existing parking easement.
- Worked with Development Services to create a new Tax Increment Financing (TIF) district to support redevelopment of the area surrounding Stonington, Pembroke and Hassell Roads. This TIF aligns with the goals of the 2021 I-90/Barrington Road Interchange sub-area plan.
- Furthered the Golf-Higgins-Roselle Road TIF district goals by coordinating with Development Services on an amendment to the redevelopment agreement for the storm water improvements to support the redevelopment of the Hoffman Plaza and Golf Rose shopping centers.
- Coordinated with Development Services on an incentive agreement to support the relocation of Home Goods from South Barrington to the Village’s Poplar-Prairie Stone Crossing shopping center at 59-90.
- Established cross-departmental Information Technology (IT) and Geographic Information Systems (GIS) staff committees; led GIS Committee through a GIS strategic planning process to improve technology access and information sharing across the organization, as well as to the public.
- Engaged a technology consultant to lead the Village’s process improvement efforts and assist with identifying future technology investments.
- Facilitated planning and successful execution of the Village’s Fourth Fest and Platzkonzert festivals.

GENERAL GOVERNMENT ADMINISTRATION

Village of Hoffman Estates

- Represented the Village's interests through a variety of local and intergovernmental organizations, including the Solid Waste Agency of Northern Cook County (SWANCC), Next Level Northwest (NLNW), the Northwest Suburban Municipal Joint Action Water Agency (NSMJAWA), the Northwest Municipal Conference (NWMC) and the Illinois Municipal League (IML).
- Furthered the Village's sustainability goals, as enumerated in the Sustainability Plan, through administration of a renewable energy aggregation program. The program will generate \$140,000 in civic contributions over a three-year term, ending in 2023. The Village Board has targeted these funds for sustainability projects.
- Administered the Village's residential and commercial waste hauling and recycling agreements with Groot; provided responsive service to both residential and commercial customers to mitigate customer service issues.
- Successfully completed a successor collective bargaining agreement with Metropolitan Association of Police, Local 96 (officers). A successor collective bargaining agreement with Metropolitan Association of Police, Local 97 (sergeants) is likely to be completed before expiration of the current contract on December 31, 2022.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Respond to at least 90% of resident Coffee with the Board inquiries before next Coffee with the Board	Percent of resolutions to residents inquiries within 48 hours	100%	100%	100%	100%

GENERAL GOVERNMENT ADMINISTRATION

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	418,410	767,690	651,290	742,830	-3.2%
Employee Benefits	138,487	280,550	257,970	236,160	-15.8%
Misc. Employee Expenses	9,735	21,190	15,620	21,840	3.1%
Commodities	4,504	3,620	3,420	3,770	4.1%
Contractual Services	142,470	187,760	192,240	353,710	88.4%
Cost Allocation	(142,000)	(248,560)	(224,920)	(268,960)	8.2%
Total	571,606	1,012,250	895,620	1,089,350	7.6%

Budget Highlights

Salaries

The 3.2% decrease is due to the reduction of one GIS position, partially offset by budgeted salary increases and the addition of a part-time events coordinator position. GIS salary funding has been reallocated to Contractual Services (GIS consulting).

Employee Benefits

The 15.8% decrease is due to the reduction/reallocation of one GIS position.

Misc. Employee Expenses

The 3.1% increase is due to an increase in professional organization dues.

Contractual Services

The 88.4% increase is primarily due to the reallocation of GIS salary funding to GIS consulting services, along with an increase in IS user charges. Funding has also been increased to expand GIS licensing. Additionally, a new Innovation Fund has been created to provide funding for operating departments that develop modest, mid-year initiatives that increase efficiency, improve customer service, or enhance the quality of life for the community. These changes were partially offset by the discontinuation of an AmeriCorps contract sustainability program, which is no longer offered.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

The Office of the Corporation Counsel is responsible for prosecuting and defending all suits in which the Village is a party; communicating directly with the corporate authorities and advising them on all legal matters; giving advice to the Village Board, the Village Manager and all Department Directors on all legal questions affecting the Village; reviewing all contracts and preparing all ordinances and resolutions; prosecuting ordinance, traffic and housing code violations in the courts and through the Village's adjudication hearing process; and coordinating legal representation provided by outside legal firms. In addition to Corporation Counsel, the Legal Division is comprised of a full-time Assistant Corporation Counsel, a full-time Associate Corporation Counsel position (open) and a part-time Village Prosecutor.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	0.80	0.80	0.80
FTE's – Part Time	0.43	0.54	0.59

2022 Accomplishments

- Providing all manner of guidance in the interpretation and implementation of federal, state and local laws and executive orders relating to the COVID-19 pandemic, and its effect on the Village, its businesses and residents.
- Oversight of all federal and state court cases in which the Village is represented by an outside counsel, including workers compensation claims and tort and contract litigation, as well as the dissolution of the statutory Sears Economic Development Area that was effective at the end of 2021.
- Presently defending the Village against a resident's challenge to the Village's authority and obligation to install a new lift station on adjacent property owned by the Village since at least 1975, and where the cost of the much needed replacement of the existing lift station project is valued at \$2.4M and affecting approximately 4,183 residential buildings, 130 commercial properties, and 3 multi-family condo buildings and 3 schools.
- Providing oversight on all plats and review of supporting documents involving commercial development and/or redevelopment projects in the Village, including Bell Works/AT&T, Sterling Hoffman Plaza, Bystronic and the 53 acre Microsoft properties adjacent to BellWorks/AT&T on which Microsoft is building -two large data center buildings, totaling 395,000 square feet and being developed in two phases, a new electrical substation, parking lots, maintenance areas, internal roadways, stormwater management basins, and wetland areas. In addition to the significant on-site investment, the project requires a number of off-site electrical and sanitary sewer improvements that are still being designed. Phase 1 of the project, including the on-site improvements and development of the northernmost building totaling 250,000 SF was approved by the Village Board in May and is currently under construction.
- Prosecuting traffic and ordinance violations in the Circuit Court of Cook County.

- Prosecuting claims in the local administrative adjudication hearing process including, among others, damage to Village property, vehicle tows, and residential rental licensing violations to ensure compliance by all.
- Participating on behalf of the Village in hearings before the Cook County Property Tax Appeal Board on requests for reductions in commercial real property tax assessments.
- Consulting on the drafting and evaluation of economic incentive agreements for various developments and businesses.
- Drafting various ordinances and resolutions, and related amendments.
- Drafting and revising various intergovernmental agreements.
- Worked with the Finance Department on the recovery of monies owed to the Village through the local real estate transfer tax process.
- Worked with the Village's NOW Arena staff with respect to contracts involving activities taking place at the Arena, including fees paid to on-site vendors and labor contract issues.
- Worked with the Village Clerk's Office and the Finance Department to improve local businesses' timely payment of required license renewal fees, Village water/utility bills, taxes (including amusement and entertainment taxes), revenues, and other fees owed.
- Oversight of public safety employee PSEBA and PEDAs claims.
- Representing the Village's Fire and Police Commission in connection with testing, hiring and discipline matters.
- Working with all departments and the Village's appointed FOIA Officers on responding to FOIA requests and interfacing with the office of the Illinois Attorney General's Public Access Counselor to meet its interpretations, recommendations and requirements when the Village responds on FOIA and OMA issues.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	126,251	150,920	103,760	148,560	-1.6%
Employee Benefits	77,609	46,510	38,470	42,950	-7.7%
Misc. Employee Expenses	385	1,650	400	1,650	0.0%
Commodities	4,067	7,940	7,850	7,850	-1.1%
Contractual Services	850,753	434,980	434,740	434,730	-0.1%
Cost Allocation	(130,120)	(96,310)	(87,780)	(95,360)	-1.0%
Total	928,944	545,690	497,440	540,380	-1.0%

Budget Highlights*Salaries & Wages*

The minor decrease in this class is due to employee turnover.

Employee Benefits

The 7.7% decrease is due to the reduction in salaries and a lower IMRF contribution.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is a increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

The mission of the Finance Division is to manage, protect and report on the Village of Hoffman Estate's financial resources to enhance the Village's financial condition for residents, businesses and investors. The Finance Division is comprised of 20 budgeted employees who are responsible for: customer service, cash and debt management, monthly water billing for approximately 15,700 accounts, payroll for approximately 400 employees, pension administration, budgeting, purchasing, accounting, auditing, revenue administration, billing and collections, tax administration and office services. Five of the Finance Division employees are either fully or partially allocated to the Water & Sewer and Municipal Waste System Funds. Also, the five Front Counter employees are split between the Finance Division and Code Enforcement Division.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	10.50	11.00	12.00
FTE's – Part Time	1.69	1.69	0.44



2022 Accomplishments

- Received the Government Finance Officers Association Certificate of Achievement in Financial Reporting for the Comprehensive Annual Financial Report as of December 31, 2021. This is the 39th consecutive year the Village has received this award.

- Received the Government Finance Officers Association Distinguished Budget Presentation Award for the Fiscal Year 2022 Operating & Capital Budget. This is the 14th consecutive year the Village submitted its budget for the award and received it.
- In accordance with the State of Illinois Open Meetings Act Amendment, Section 7.3, reported total compensation packages for each employee exceeding \$150,000 on the Village website within 6 business days before the FY2023 budget was approved and total compensation packages for each employee exceeding \$75,000 on the Village website within 6 business days after the FY2023 budget was approved.
- Provided the following documents online to further improve information available on the Finance Department webpage: FY2022 Annual Operating Budget, FY2022-FY2029 Capital Improvements Program, and the Annual Financial Report for fiscal year ending December 31, 2021.
- Successfully prepared the 5-year Capital Improvements Program budget. This has been valuable in obtaining a clearer long-range picture of future capital projects and the necessary funding by the Village.

Goals, Objectives and Performance Measures

Provide municipal services in a fiscally sustainable manner given the current economic conditions, and continue to be a leader in legislative advocacy to protect local government revenue streams and oppose unfunded mandates.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Fiscal Responsibility	Ensure management approval of information that is entered into the financial software	Percentage of data approved by managers	100%	100%	100%	100%

Enhance the Village's operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Organizational Development	Ensure that a minimum of two employees are cross trained for each position	Percent of Finance functions with cross trained staff	100%	100%	100%	100%
	Promote staff training and continuing education	Percentage of staff members attending training	100%	100%	100%	100%

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Ensure Village Board approved public financial documents are uploaded to Village website within 15 days	Percentage of financial documents available within 15 days	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	955,039	1,043,000	994,310	1,061,760	1.8%
Employee Benefits	438,801	484,110	475,400	493,490	1.9%
Misc. Employee Expenses	3,760	8,550	7,650	8,450	-1.2%
Commodities	41,529	50,250	44,060	48,560	-3.4%
Contractual Services	137,607	149,660	148,420	167,520	11.9%
Cost Allocation	(408,610)	(459,270)	(439,480)	(446,340)	-2.8%
Total	1,168,126	1,276,300	1,230,360	1,333,440	4.5%

Budget Highlights

Contractual Services

The 11.9% (\$17,860) increase is due to technology expenses within the Information Technology Fund.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate these types of transactions, we must show the amount as expenditures in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is a decrease of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

By law, the Clerk's Office is responsible for: maintaining all regular and special Village Board and Executive Session minutes; maintaining all permanent records of the Village including agreements, annexations, contracts, liens, plats and all matters pertaining to bids and Freedom of Information Act (FOIA) requests; administering applications for nearly 2,500 alcoholic beverage, home, retail, general premise and contractors' licenses; acting as Secretary to the Liquor Commission; administering the vehicle decal parking programs that include neighborhoods adjacent to Conant High School, Hoffman Estates High School and Alcoa Lane; maintaining and indexing Letters of Credit.

The Clerk's Office also compiles and mails all welcome packets; publishes and assists with the opening of all bids; publishes all ordinances and maintains official ordinance and resolution books; files the tax extensions with both Cook and Kane Counties; registers voters and conducts early voting when requested. The Village Clerk's Office provides free Notary services on specific documents for all departments and residents.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	2.00	2.00	3.00
FTE's – Part Time	0.70	0.70	0.00

2022 Accomplishments

- Continued with a user-friendly environment in the Village Clerk's Office including easy access and organization of files and storage areas.
- Continued to locate, contact, and license unlicensed businesses appropriately.
- Continued processing all business and general premise license renewals and new applications in a timely manner.
- Efficiently processed liquor licensing renewals and applications for new establishments including those applying for video gaming.
- Continued to accept business and general premise license renewal payments on-line.
- Continued accurate booking, publishing and distribution of ordinances and resolutions.
- Continued scanning agenda, minutes, contracts and agreements into Laserfiche.
- Continued to track passports, followed-up on those that have not arrived with the Chicago Passport Agency, and maintained 100% accuracy for passport applications.
- Assisted in processing/issuing pet licenses.
- Successfully tracked all FOIA requests for archiving.

- Continued to log all foreclosures received by the Clerk's office and inform appropriate department personnel about all that were reported to the office in a timely manner.
- Continued to update a detailed list of all contracts and agreements including their location.
- Facilitated Cook County with their Early Voting.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Achieve a minimum target of 85% with a goal target of 100% re-licensing of business licenses within 60 days post renewal deadline (April 30)	Percent of licenses renewed within 60 days of expiration	82%	99%	85%	85%
	Achieve a minimum target of 85% with a goal target of 100% re-licensing of General Premise licenses (GP) within 60 days post renewal deadline (August 31)	Percent of licenses renewed within 60 days of expiration	99%	99%	85%	85%
	Continue to increase collection timeliness of contracts and agreements within 90 days of approval	Percent of contracts/agreements collected within 90 days of approval	100%	94%	96%	90%
	Ensure that the Clerk's Office maintains 100% accuracy in passport acceptance and prompt follow-up on tracking	Percent of accuracy in passport acceptance	100%	100%	100%	100%
	Increase awareness of passport services at the Village to help increase the number of passports processed	Number of passports processed	290	495	424	450

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	153,405	166,530	161,830	183,000	9.9%
Employee Benefits	82,103	84,990	84,290	111,050	30.7%
Misc. Employee Expenses	979	2,610	2,570	2,710	3.8%
Commodities	5,955	6,210	5,810	6,210	0.0%
Contractual Services	14,597	15,270	13,830	15,650	2.5%
Capital Outlay	-	100	100	100	0.0%
Cost Allocation	(27,850)	(29,900)	(29,110)	(34,470)	15.3%
Total	229,189	245,810	239,320	284,250	15.6%

Budget Highlights

Salaries & Wages

The 9.9% increase is due to budgeted annual salary increases and an increase in hours for one employee.

Employee Benefits

The 30.7%% increase is resulting from the higher salaries.

Miscellaneous Employee Benefits

The 3.8% increase is due to an increase in dues and memberships.

Contractual Services

The 2.5% increase is due to an increase in IT User Charges.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

HUMAN RESOURCE MANAGEMENT

Village of Hoffman Estates

Description

The Human Resources Management (HRM) Division's mission is to facilitate the various processes involved in building, servicing the needs of, and retaining a stable, career-oriented workforce that includes approximately 350 full-time employees. The main objective is to cultivate a productive and diverse workforce dedicated to the concept of public service. Human Resources Management is also dedicated to protecting the health and safety of its workforce by promoting a safety conscious, drug and harassment free work environment.

The HRM staff, which consists of five budgeted positions, is divided into two main operational functions. The first function is Human Resources, whose mission is to serve its customers (department staff, employees, applicants, candidates for appointment and the general public) in the areas of recruitment and selection, compensation practices, benefit administration, employee relations, contract negotiation and administration, employee development, and policy interpretation and formulization. The second function is Risk Management, whose mission is to protect the safety and health of Village residents, employees and that of the general public; to promote a safety conscious environment; to ensure that insurance coverage is in place to protect the assets of the Village; to ensure continued Village operations and services; and to eliminate or reduce the conditions and practices which cause loss.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	3.21	3.21	3.21
FTE's – Part Time	0.63	0.80	0.80

2022 Accomplishments

- Implemented Retiree Health Savings 115 plan for Fire Union Local 2061, Police Lieutenants and Fire Battalion Chiefs.
- Revised and updated Personnel Policy Manual (PPM) to reflect law changes and employment policy best practices.
- Through the Cultural Awareness Commission, staff assisted in the reinstatement of the Village's annual Unity Day event.
- Organized and promoted Village wide Public Service Recognition Week.
- Successfully provided Affordable Care Act 1094 and 1095 forms to both employees and IRS.
- Administered online anti-harassment training program for all employees as required by the state of Illinois.

HUMAN RESOURCE MANAGEMENT

Village of Hoffman Estates

- Administered online cybersecurity training for all employees in meeting cyber risk underwriting requirement.
- Coordinated online benefit Open Enrollment for all employees through the Employee Access Center (EAC).
- Achieved over a 50% participation rate of insured employees in the Village blood draw/Health Risk Assessment.
- Participated in grievance arbitration process with IAFF Local 2061.
- In partnership with Health and Human Services, promoted and facilitated employee open enrollment and Benefits of Wellness event.
- Updated non-union merit employee performance evaluation form.
- Provided ethics training for all Management Team members. Provided Emotional Intelligence training for Village supervisors and managers.
- Risk Manager researched and completed annual insurance renewal.
- Assisted General Government in the completion of the collective bargaining agreements between the Village and MAP 96 and MAP 97.
- HRM facilitated the recruitments for open positions; Information Technology Director, Assistant Corporation Counsel, Police Social Worker and Communications Manager.
- Organized and conducted annual Safety Lunch for Village employees.
- Continued to administer COVID-19 related employment procedures based on CDC and IDPH guidance.
- Partnered with Physicians Immediate Care transitioning from Amita Occupational Health for occupational health services.

HUMAN RESOURCE MANAGEMENT

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, and foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Transition to electronic onboarding system for new employees	Percent of transition completed	N/A	100%	100%	100%
	Transition to online Annual Benefits enrollment Process for all employees	Percent of transition completed	100%	100%	100%	100%
Ensure the health, welfare, and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police, and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Continue to increase insured employees awareness of the Village blood draw/Health Risk Assessment to achieve a 75% participation rate	Percent of employee participation in the Health Risk Assessment	43%	58%	60%	65%

HUMAN RESOURCE MANAGEMENT

Village of Hoffman Estates

Continue to advance a progressive work environment through employee training and organizational development programs and initiatives. Prepare for organizational succession by providing a leadership training program and advanced workforce planning. Conduct specific training for Time Management, Crisis Intervention, and Ethics education, and budget for position-specific and technology training.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Organizational Development	Provide employee development training to 70% of Village organization	Percent of employee development training provided	50%	25%	25%	50%
	Achieve a 98% level of employee satisfaction of survey respondents with training provided	Percent level of employee satisfaction	100%	100%	100%	100%
	Establish a Career Development and Goal Setting program through the employee performance evaluation process which identifies employee leadership training needs.	Percent completion of Leadership Development Program	N/A	28%	40%	50%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	369,534	388,240	398,860	429,120	10.5%
Employee Benefits	173,207	177,260	179,700	175,130	-1.2%
Misc. Employee Expenses	3,762	5,930	7,740	7,840	32.2%
Commodities	15,155	16,510	14,690	17,160	3.9%
Contractual Services	87,777	123,750	156,190	160,230	29.5%
Cost Allocation	(70,390)	(77,200)	(82,240)	(85,280)	10.5%
Total	579,045	634,490	674,940	704,200	11.0%

HUMAN RESOURCE MANAGEMENT

Village of Hoffman Estates

Budget Highlights

Salaries & Wages

The 10.5% increase in Salaries & Wages is due to position reclassifications and wage increases.

Employee Benefits

The 1.2% decrease in Employee Benefits resulted from favorable IMRF investments resulting in lower employer IMRF contributions.

Misc. Employee Expenses

The 32.2% increase is due travel and training reinstatement.

Commodities

The 3.9% increase is due to an increase in employee anniversaries.

Contractual Services

The 29.5% increase is due increased costs of advertising, recruiting, IT user charges and professional services.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

The Communications Division of General Government helps accomplish the Village Board's goal of providing clear and consistent communication to Village residents and businesses. The division coordinates all of the Village's marketing and public information functions, including the Village website, social media, the Citizen newsletter and press releases. Further, the Communications Division facilitates economic development marketing efforts by working collaboratively with staff, consultants and the Village's Economic Development Commission. The Communications Division also includes Multimedia Production, which produces all content for the Village's cable access (Comcast Channel 6 / U-Verse Channel 99) and YouTube channels.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	1.00	2.00	2.00
FTE's – Part Time	0.50	0.70	0.70

2022 Accomplishments

- Social media continues to provide the Village with direct and effective communication channels with residents and the local business community. Social media has continued to grow in popularity, with over 5,800 followers of the Village's Facebook profile and more than 3,200 followers on Twitter as of October 2022. The Facebook presence for the Hoffman Estates Police and Fire Departments also continues to expand. The Police Department has 5,200 followers, while the Fire Department has over 3,000 followers. The Village also utilizes Instagram and NextDoor as needed to supplement its Facebook and Twitter presence. Though the expanded use of Instagram posts and "stories" in 2022, the Village's Instagram reach increased by over 1000%.
- Use of the Village's website continues to grow year-over-year as the Village makes more services and information available online. Staff anticipates that the public rollout of the Village's new online permitting function will further expand usage in 2023.
- The Multimedia Production Division has produced and posted nearly 1,000 videos to the Village's YouTube channel, featuring everything from summer concerts and Commission events, to grand openings and high school sports. The Village continues to live stream Village Board and Standing Committee meetings on YouTube. The YouTube channel has 2,988 subscribers as of October 2022 (an increase of approximately 20% year-over-year).
- The eNews weekly email sharing Village events, meeting updates, and important community information is a key communication tool. The total number of eNews subscribers has continued to grow, increasing by 1.9% year-over-year (to a total of 1,647 as of Nov. 1, 2022). Each week's eNews includes information briefs that direct users to additional information, with the goal of

increasing traffic to the Village's website and social media accounts. Tracked information shows that on average, 49% of all eNews messages were opened in the past year, an increase of 9% year-over-year. This is also significantly above the "industry average" of 36% (according to mass email service provider Constant Contact).

- Created a new "Budget in Brief" publication, which is a simple, user-friendly, 4-page document explaining the highlights of the Village's Annual Budget and capital program.
- In partnership with the Finance Department, upgraded the appearance and content of the Village's 2023 Capital Improvement Plan.
- Successfully converted the Citizen print newsletter from a monthly 8-page publication to a bi-monthly 12-page publication.
- Collaborated with Economic Development staff to update the Village's Economic Development conference booth/promotional materials and create template media advertisements.
- Televised all Village Board and Committee meetings on Channel 6/99. Livestreamed and archived all meetings on YouTube.
- Successfully and responsively addressed all resident inquiries regarding telecommunications services. Navigated the complexities to resolve resident issues that require the assistance of more than one utility (ComEd, Comcast and/or AT&T).
- Continuously produce a variety of productions on a newly constructed virtual set in partnership with Village departments and commissions, including the monthly "live Citizen" community news program.
- Produced a series of videos to support Economic Development, including property promos, "Hoffman Highlights" and "Why Hoffman Estates."
- Installed a new wireless presentation system in Village Hall Council Chambers to improve technology for Village Board, Standing Committee and Planning & Zoning Commission meetings.
- Installed new amplifiers for all microphones in Council Chambers to improve sound quality for meetings and events held in that room.
- Produced 10 training programs for internal use by the Hoffman Estates Fire Department.
- Produced external promotional videos for Police & Fire to support recruitment and other efforts.
- Produced promotional videos to promote Village commission events.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Estimate	FY22 Estimate	FY23 Target
Technology	Continue to actively publicize eNews to build and engage audience	Percent of increased subscribers of eNews from previous year	7.3%	1.2%	1.9%	2.5%
	Maintain open rate of 35% or better for eNews subscribers to drive traffic to Village website	Percent of eNews open rate/ engagement	39.7%	39.0%	49.0%	35.0%
	Work with various Village departments and community entities (such as schools) to produce television and internet programs accessible to the public	Number of local programs produced	75	42	72	75
	Ensure Village Board and Board Committee meetings are televised and accessible to the public	Percent of public meetings aired	100%	100%	100%	100%
	Act as a liaison between Village residents and telecommunications providers to ensure inquiries are answered and complaints addressed	Percent of inquiries resolved	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	112,166	210,850	206,930	221,540	5.1%
Employee Benefits	48,849	90,530	92,910	90,010	-0.6%
Misc. Employee Expenses	215	4,040	930	5,680	40.6%
Commodities	74,036	47,300	55,910	63,850	35.0%
Contractual Services	37,856	23,140	30,870	106,800	361.5%
Capital Outlay	-	15,000	-	24,400	62.7%
Total	273,122	390,860	387,550	512,280	31.1%

Budget Highlights

Salaries & Wages

The 5.1% increase is due to budgeted salary increases.

Misc. Employee Expenses

The 40.6% increase is due to expanded travel and training (addition of a national conference).

Commodities

The 35.0% increase is primarily due to printing and postage costs for additional planned communication pieces.

Contractual Services

The significant increase is due to the allocation of additional funding for photography and/or graphic design assistance to supplement the work of in-house staff, as well as funding for a crisis communications workshop for the Village's department head team.

Capital Outlay

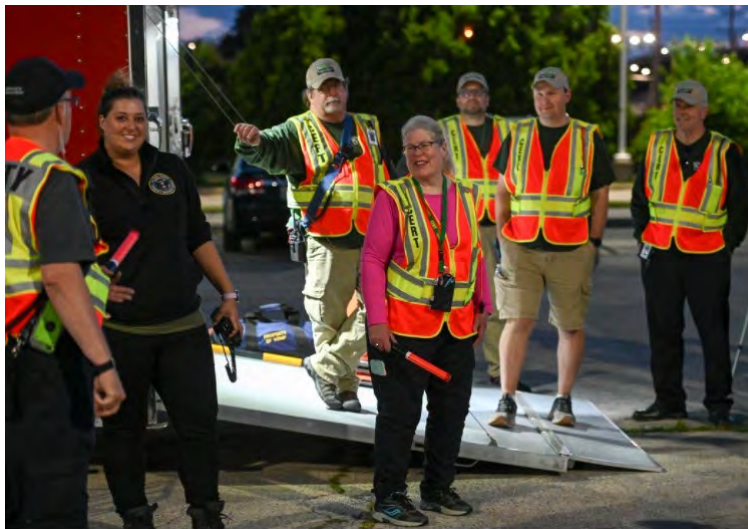
The 62.7% increase is resulting from additional Cable TV camera equipment that will be purchased.

EMERGENCY OPERATIONS Village of Hoffman Estates

Description

The Emergency Operations Division is staffed by a part-time Emergency Management Coordinator and budgets for the needs of the community in terms of disaster preparedness. The division facilitates the coordination of the Village's Emergency Operations Plan (EOP) and Emergency Operations Center (EOC). This function is completed in concert with all Village departments by coordinating emergency and disaster planning in a cohesive effort ensuring public safety, property preservation and full recovery of the Village in the event of disaster. Disaster planning, coordination with external agencies, EOC preparedness and updating the EOP is coordinated by the Emergency Management Coordinator. In addition, the Coordinator acts as a liaison to the County Emergency Management Association and State Emergency Management Association. The Emergency Management Coordinator is also responsible for managing an Auxiliary and Volunteer corps housed under the Emergency Management Agency, that performs traffic assistance, damage assessments, weather spotting, and HAM radio operations.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Part Time	0.50	0.50	0.50



2022 Accomplishments

- Continued the outdoor warning siren program to maintain the Village's Warning Systems. All sirens have been upgraded to battery backed-up sirens and I have developed a schedule for future siren upgrades annually to new models once they reach 20 years of use.
- Coordinated mitigation measures and a new placement of the outdoor warning siren #10 located at 4785 Higgins Rd by Fulton Sirens.
- Coordinated a cybersecurity focused tabletop exercise with all departments to gain an understanding of impacts associated with server failure and ransomware attacks on the village.

EMERGENCY OPERATIONS Village of Hoffman Estates

This training required months of preparation, planning, coordination with leadership and with JEMS partners.

- Completed the Event Action Plan for the Excision Concert, Northwest Fourth fest, Fourth of July Parade and the Platzkonzert Festival that included coordination with all public safety departments, coordinating equipment rental from Cook County Emergency Management and all paperwork required for leadership to maintain situational awareness.
- Expanded the EMA Auxiliary and Volunteer Corps to include a Damage Assessment Team and a Faith Community Liaison. Also invested in additional public education efforts by adding two additional Park District events to the calendar.
- Conducted and coordinated multiple Damage Assessments among the EMA Damage Assessment Team after severe weather events. On June 13, 2022, the National Weather Service completed their Damage Assessment in coordination with the Emergency Management Coordinator and found that a small EF-0 tornado did occur within the Hoffman Estates jurisdiction.
- Continued to coordinate the Emergency Management Team of Auxiliary officers and volunteers for CPR certification and traffic training for emergency call out use by the Police Department.
- Completed HSEEP compliant paperwork and submitted to IEMA for Core Capability credit for training events.
- Updated Village Hall Emergency Plans to include Active Threat, Severe Weather and Evacuation procedures into a more succinct and clear format.
- Documented all Outdoor Warning Sirens, purchase and repair history, battery life assessment and updated the annual Outdoor Warning Siren replacement plan.
- Updated the Emergency Management webpage to include additional information on emergency preparedness.
- Created a volunteer recruitment process for the EMA team to increase the volunteer base to meet the demand for additional traffic assistance. This includes advertisement and pamphlet development, outreach to Harper College and to local Emergency Management colleagues.
- Attended regular weekly meetings/ conference calls with IEMA, IDPH, Cook County, SAMC, ABBHH, JEMS and other external partners during the COVID-19 pandemic, additional statewide and national emergency discussions.

EMERGENCY OPERATIONS Village of Hoffman Estates

- Mentored multiple interns through the Emergency Management program through Harper College.
- Maintained Situational awareness on multiple facets of Emergency Management and communicated regularly to the EOC group on multiple severe weather events throughout 2022.
- Submitted all required paperwork to IEMA for the FY2023 Emergency Management Preparedness Grant that allows approximately 50% of the village's Emergency Operations budget to be reimbursed, include the EMC salary. This process includes maintaining good standing with our Accreditation status by regular updates of the Emergency Operations Plan (EOP), the Threat & Hazard Identification Risk Assessment (THIRA), Continuity of Operations Plan/Continuity of Government Plan (COOP/COG), the Recovery Plan, all training records and additional Hazard Specific Annexes.
- Maintained the FY 2022 Emergency Management Preparedness Grant (EMPG) through IEMA and submitted all documentation to receive grant money to fund the Hoffman Estates EMA program. Additional revenue was identified through this grant by adding the JEMS expenses into this grant reimbursement process for 2022 and future EMPGs.

Goals, Objectives and Performance Measures

Continue contingency planning for the provision of reliable police, fire and emergency services in disasters and extreme events. Promote awareness of the Village's Emergency Operations Plan/disaster preparedness by increasing outreach efforts to inform and educate residents and the business community.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Conduct public outreach at existing Village events and host disaster preparedness classes	Number of events hosted	15	3	6	12

EMERGENCY OPERATIONS Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	35,207	39,340	34,900	40,990	4.2%
Employee Benefits	6,851	6,930	6,610	6,270	-9.5%
Misc. Employee Expenses	3,886	5,510	2,340	4,610	-16.3%
Commodities	5,150	1,500	800	2,300	53.3%
Contractual Services	31,404	32,930	34,280	36,080	9.6%
Total	82,498	86,210	78,930	90,250	4.7%

Budget Highlights

Salaries

The 4.2% increase is due to budgeted salary increases.

Employee Benefits

The 9.5% decrease is due to a decrease in the IMRF rate.

Misc. Employee Expenses

The 16.3% decrease is due to a decrease in travel and training.

Commodities

The 53.3% increase is due to an increase small tools and team recognition awards.

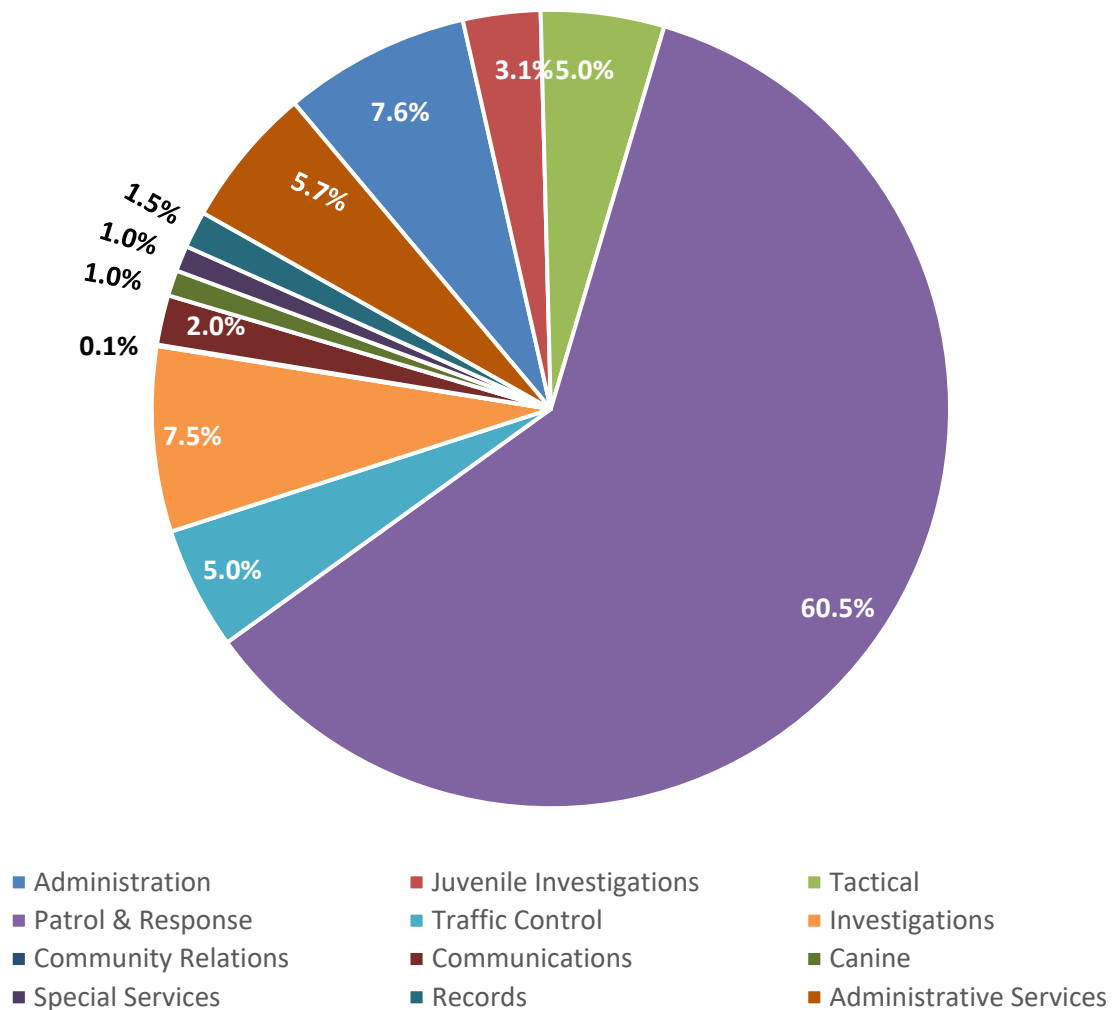
POLICE DEPARTMENT

The Police Department is comprised of twelve divisions: Police Administration, Juvenile Investigations, Tactical, Patrol & Response, Traffic, Investigations, Community Relations, Communications, Canine, Special Services, Records and Administrative Services. The mission of the Police Department is to protect and enhance the quality of life for all who live, work and visit our community by delivering the highest quality police services.

Total Budget

\$21,914,590

Annual Expenses by Division



POLICE DEPARTMENT

Annual Expenses by Division

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Administration	1,371,583	1,679,430	1,605,730	1,635,350	-2.6%
Juvenile	573,747	669,390	645,930	687,370	2.7%
Tactical	1,138,080	1,103,390	1,005,320	1,095,500	-0.7%
Patrol & Response	12,497,341	13,179,200	13,554,740	13,250,620	0.5%
Traffic Control	1,046,756	923,310	1,025,560	1,090,360	18.1%
Investigations	1,511,249	1,627,770	1,509,440	1,642,860	0.9%
Community Relations	4,901	10,150	10,510	12,580	23.9%
Communications	570,108	491,830	491,830	440,660	-10.4%
Canine	208,593	225,050	178,080	228,420	1.5%
Special Services	144,123	137,730	269,890	228,250	65.7%
Records	308,150	318,320	318,940	327,440	2.9%
Administrative Services	977,766	1,242,620	1,109,140	1,252,640	0.8%
Total	20,352,396	21,608,190	21,725,110	21,892,050	1.3%

Annual Expenses by Class

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	10,082,819	10,581,490	10,763,890	10,888,400	2.9%
Employee Benefits	8,087,495	8,840,590	8,859,980	8,861,840	0.2%
Misc. Employee Expenses	184,663	223,790	189,055	190,440	-14.9%
Commodities	63,913	88,210	92,090	104,620	18.6%
Contractual Services	1,916,979	1,867,930	1,813,915	1,836,370	-1.7%
Capital Outlay	16,527	6,180	6,180	10,380	68.0%
Total	20,352,396	21,608,190	21,725,110	21,892,050	1.3%

POLICE ADMINISTRATION

Village of Hoffman Estates

Description

The Police Administration Division is responsible for the development and implementation of Police Department goals and objectives, budget, research and development and various innovative programs. In addition, Police Administration sets Departmental policy, writes, reviews and updates general orders and ensures annual testing on those orders are conducted for all personnel. They are also responsible for ensuring Department personnel are appropriately trained and adequately equipped for their day-to-day operations. Risk management is also considered a priority for the Police Administration Division.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	6.00	6.00	6.00



2022 Accomplishments

- State required training mandates were met in 2022 through ILETSB online learning networks and in person classes. Our new software (Frontline) was utilized to automatically update officers when training was due to ensure compliance and reduce staff hours monitoring independent training.
- Continued to utilize our in-service training program to meet the state requirements for training. The entire department trains in 2 day blocks (4 times a year) at our station on topics which the state mandates. During this year officers have received certification in courses taught by our own staff which meet Illinois Law Enforcement Training and Standards Board requirements.
- Analyze department general orders by reviewing and completing updates to comply with law changes or accepted professional practices.
- Completed and dispersed 12 training bulletins to officers.
- Continued to successfully administer the Administrative Adjudication program, allowing the Village to hold hearings for local ordinance violations. We have continued much of the Covid protocol that was put into place to allow for continuation of these hearings during COVID-19.
- Facilitated the promotion of 1 Lieutenant, 2 Sergeants, and 6 probationary police officers to replace retired Officers or Officers that had departed from the department.
- Extensive research was done on finding a body worn camera vendor that fit the needs of the police department. The police department secured a contract with Axon for both body worn cameras and in-car cameras to become operational in 2023.
- The police department started community beat meetings which is a chance for the residents of specific geographic areas in the Village to meet their beat officers and command staff. A presentation was given on crime trends and safety tips. In addition, residents were given the opportunity to ask questions and voice any concerns. These will continue in 2023.
- Enhanced our website in line with an initiative to be more transparent with the public. This will be an ongoing process in 2023 as we develop more streamline forms of communication.
- Completed and presented for approval an Audio Visual / Video Recording project to replace outdated and obsolete technology that currently exists in the training room. This room is used for training, adjudication hearings, and other large gatherings. This will give the room a professional look and allow for efficiency.

POLICE ADMINISTRATION Village of Hoffman Estates

- Continued the process for officers to attend court. This provides officers with a schedule each week of their “must appear” court dates alleviating officers appearing at their assigned court dates if they do not have any cases up for a hearing. This has reduced court overtime for sworn officers and kept officers available to handle calls for service.
- Implemented the Lateral Program allowing for the Police Department to hire active Police Officers who are currently employed with other Illinois agencies and in good standing.

Goals, Objectives and Performance Measures

Enhance the Village’s operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Organizational Development	Ensure staff members receive training and are tested in the Red Policy General Orders	Percent of staff members who have completed testing within three months	100%	100%	100%	100%
	Ensure employees receive training through the Illinois State Law Enforcement Training and Standards Board’s mobile training unit	Percent of employees receiving 40+ hours of training	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	589,593	774,540	753,430	763,630	-1.4%
Employee Benefits	408,458	469,540	464,710	441,670	-5.9%
Misc. Employee Expenses	1,592	4,190	4,440	7,920	89.0%
Commodities	19,825	24,450	24,180	37,150	51.9%
Contractual Services	351,424	404,180	349,610	404,930	0.2%
Capital Outlay	691	2,530	2,530	2,530	0.0%
Total	1,371,583	1,679,430	1,598,900	1,657,830	-1.3%

POLICE ADMINISTRATION Village of Hoffman Estates

Budget Highlights

Employee Benefits

The 5.9% decrease is due to a decrease in health insurance, life insurance, Social Security, and Medicare expenses.

Misc. Employee Expenses

The 89% increase is due to bringing back travel and training related expenses after COVID-19.

Commodities

The 51.9 % increase is due to purchasing replacement equipment required for facilitating adjudication hearings.

Contractual Services

The 0.2% increase is due to increase in telephone expense and IS User charges.

JUVENILE INVESTIGATIONS Village of Hoffman Estates

Description

The Juvenile Investigations Division investigates all crimes against children, such as physical abuse and sexual abuse. The Division investigates all crimes that involve juvenile offenders and suspects. They render decisions regarding juvenile offenders to include station adjustments, social referral, peer jury or petition to Juvenile Court, and arrange for detention at the Cook County Juvenile Temporary Detention Center. High School Consultants handle the same duties and any incidents occurring on school property. The Division coordinates the Peer Jury Program and the Tobacco Enforcement Program and coordinates with other social service agencies concerning juvenile offenders and juveniles or families in crisis. The Division also coordinates meetings with all public and private school district concerning all matters of school safety.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	3.25	3.25	3.25

2022 Accomplishments

- The Juvenile Division continues to assist our local public and private school districts with content, design and implementation of emergency plans, otherwise known as a Lockdown Plan. This involves meetings with school officials several times throughout the year to discuss, review and make improvements to emergency preparedness. The Division also conducts lockdown drills at every school in Hoffman Estates at least twice a year as mandated by the Illinois School Safety Drill Act.
- In 2022, the Juvenile Division added an additional teacher specific lockdown training which gives teachers an opportunity to address any questions or concerns directly with the Juvenile Division and its representatives.
- The Juvenile Division was selected by the Children's Advocacy Center to take part in their bi-annual re-accreditation process, during which the Juvenile Division attended monthly case review meetings as well as several interviews conducted by the re-accreditation board.
- The Hoffman Estates Peer Jury Program continues to evolve in 2022 by adding new jurors and updating the peer jury process. Peer Jury is a court alternative program that provides consequences and positive outcomes to youthful offenders that would otherwise be screened out of the juvenile court system or have no other consequences. This program continues to evolve as new legislation is enacted. The Juvenile Division is researching options for community service directly serving our community as part of the programs dispositions.
- The annual Champions of Children Conference was held virtually. The Juvenile Division attended the Illinois Juvenile Officer's Association Conference as well as the Illinois School Safety Conference in person. Juvenile Investigators continue to supplement their professional training

JUVENILE INVESTIGATIONS Village of Hoffman Estates

by attending webinars and intelligence sharing with organizations such as the North Suburban Juvenile Officers Association, the Illinois Juvenile Officers Association, and school district safety Committees.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY21 Estimate	FY22 Target
Public Safety	Promote eligible juveniles away from the criminal court system and into community based rehabilitation programs	Percent of juveniles placed in community programs	97%	71%	97%	84%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	285,367	350,780	328,950	368,150	5.0%
Employee Benefits	265,550	296,590	295,360	296,120	-0.2%
Misc. Employee Expenses	3,000	3,100	3,100	3,100	0.0%
Commodities	-	400	400	800	100.0%
Contractual Services	19,830	18,520	18,120	19,200	3.7%
Total	573,747	669,390	645,930	687,370	2.7%

Budget Highlights

Salaries & Wages

The 5% increase is due to a contractual increase in salaries.

Commodities

The \$400 increase is for supplies for a new community service program.

Contractual Services

The 3.7% increase is due to a rise in cost for liability insurance.

Description

The role of the Tactical Section is to identify and target problem areas within the Village and direct activities to eliminate these problems. The primary focus is "Zero Tolerance" on criminal gang activity and suppression of these activities. The Division also develops and exchanges criminal intelligence with other divisions and external agencies. It supplements other units and divisions within the Police Department with additional labor as needed.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	6.00	5.00	5.00

2022 Accomplishments

- The Tactical Section participated in monthly gang intelligence meetings held throughout the area and shared information with other Divisions in our Department. There is a strong focus on not only passing on information but also continued training and education on narcotics and trends.
- The Tactical Section continued community outreach by attending community functions. The Tactical Section maintains relationships with each local hotel manager and provides these hotel managers with crime statistics unique to their location in an effort to work together to decrease crime in these areas.
- The Tactical Section continued to prioritize its efforts in the area of gang and narcotics enforcement. To date, the Tactical Section recovered over 25 grams of crack cocaine, 30 grams of heroin, 52 grams of fentanyl and other illicit drug paraphernalia. The Tactical Section has been working diligently with local hotels in an effort to decrease violent crimes. They have recovered numerous weapons from the local hotel parking lots from people that cannot legally possess them.
- In 2022 the Tactical Section made over 10 drug arrests, 36 misdemeanor arrests, 25 felony arrests, and 30 warrant arrests. The Tactical Section had 15 gang contacts, 226 suspicious auto investigations has had contact with over 1000 people in conjunction with their patrol efforts.
- The Tactical Section conducted 256 hours of surveillance which resulted in over 77 criminal investigations.
- The Tactical Section continues to work closely with the North Central Narcotics Task Force on drug investigations which resulted in successful search warrants and arrests. The Tactical Unit also works closely with our officer assigned to Homeland Security Investigations (HSI) Chicago on multiple money laundering and drug investigations.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Continue to educate the community on gang awareness to help identify and reduce gang activity	Number of Anti-Gang classes held	11	11	7	11
	Ensure gang graffiti is identified and removed within 14 days of report	Percent of gang graffiti removed within 14 days	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	568,480	581,640	486,360	573,160	-1.5%
Employee Benefits	530,432	489,100	486,940	488,310	-0.2%
Misc. Employee Expenses	3,425	3,800	3,800	3,800	0.0%
Commodities	83	100	100	100	0.0%
Contractual Services	35,660	28,750	28,120	30,130	4.8%
Total	1,138,080	1,103,390	1,005,320	1,095,500	-0.7%

Budget Highlights

Salaries & Wages

The 1.5% decrease is due to a position vacancy.

Contractual Services

The 4.8% increase is due to a rise in cost for liability and workers compensation insurance.

Description

The primary objective of the Patrol & Response Division is to respond to calls for service by the public. As first responders, patrol officers have the responsibility to take immediate control of any situation with the goal of preserving life and property. They complete written reports of incidents to which they are assigned and request additional resources as needed. When not assigned to calls for service, patrol officers patrol their beats and conduct traffic law enforcement and crime prevention measures. Increased emphasis has been placed on patrolling our schools, businesses, and residential areas.

At the start of each watch, patrol officers are briefed at roll call on recent incidents that may require additional attention. Specific areas are targeted for extra patrols and officers are encouraged to use their training and experience to resolve problems with community interaction. This type of interaction between the police and community members helps to reduce repeated traffic related problems and criminal activities in various locations while building long-term relationships between members of our Police Department and our residents.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	62.75	63.75	63.75



2022 Accomplishments

- With the departure of veteran officers due to retirement, the Department continues to place an emphasis on training and mentoring new officers. The Field Training Officers provided daily training to nine (9) new probationary officers who were hired from December 2021 through 2022 and completed the 14-week program.
- In accordance with the new Safe-T Act, the Patrol Division was provided with new mandated training and adapted to the many department policy and procedures changes.
- Emphasis on traffic safety and speed enforcement became a priority as citizens returned to more frequent driving. The Patrol Division enforced 35 extra patrols which is dedicated traffic enforcement that lasts for a minimum of two (2) weeks targeted towards areas identified by traffic complaints from residents.
- In 2022 an emphasis was put on assigning veteran officers to semi-permanent beats. This allowed for the officer to get to know their residents better and have a better understanding of the crime trends in their area because of the amount of time they patrolled the area. In 2023 we plan on expanding this by assigning sergeants to specific beat areas. This will allow residents to streamline any concerns and allow our supervisors to place focus and priority on their areas.
- In 2022 we developed the Community Response Officer Team (CRO). This was an extensive project to hand pick officers on each platoon to attend specialized training in areas such as mental health and swat tactics. These officers are identified by the letters CRO on their vehicles and have specialized equipment in the event that a response is needed in extreme mental health calls or critical incidents. These officers are trained to take the lead response in these areas due to their enhanced training.
- Our Patrol Division had the opportunity to work with our new social worker in 2022. A referral process was put into place that allowed officers to either request the social worker to the scene or refer a call for service to her to follow up on. We have found that this streamlines the process and provides residents with services in real time. This also provides the officers with additional resources.
- Foot patrols in residential and business areas were conducted regularly. Extra foot patrols were directed in response to specific crime trends.
- In late 2022, the department observed a spike in property crimes in the north and west sections of town. The patrol division developed a targeted crime suppression plan for those areas. Once the plans were in place, the incidents of property crimes in those areas decreased significantly.

PATROL & RESPONSE

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Increase presence of focused patrols on school grounds to enhance safety and security	Number of hours patrolled on school grounds	2154	1690	2300	1800
	Develop and update action plans and lockdown drills to ensure the most effective response	Number of lockdown drills conducted each school year	22	17	20	20
	Increase presence of foot patrols in business areas to enhance safety and security	Number of foot patrols on business properties	584	698	717	100
	Increase presence of extra patrols in business areas to enhance safety and security	Number of targeted extra patrols at local businesses	182	36	10	45
	Increase presence of foot patrols and extra patrols in multifamily residential areas to enhance safety and security	Number of foot patrols and extra patrols in multifamily residential areas	123	145	81	80

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	6,480,065	6,450,290	6,872,950	6,532,510	1.3%
Employee Benefits	5,367,608	6,066,490	6,056,340	6,061,500	-0.1%
Misc. Employee Expenses	161,727	182,150	147,005	144,170	-20.9%
Commodities	35,953	49,290	52,150	47,570	-3.5%
Contractual Services	436,191	428,030	423,345	458,720	7.2%
Capital Outlay	15,796	2,950	2,950	6,150	108.5%
Total	12,497,341	13,179,200	13,554,740	13,250,620	0.5%

Budget Highlights

Salaries & Wages

The 1.3% increase is, in part, due to filling open vacancies along with contractual salary increases. This increase was offset by a reduction in court time wages.

Misc. Employee Expenses

The 20.9% decrease is due to a reduction of replacement body armor vests and new officer uniform packages required.

Commodities

The 3.5% decrease is due to the cost saving efforts in reducing the number of copies of e-citations which are printed.

Contractual Services

The 7.2% increase reflects the additional cost for mental health screening.

Capital Outlay

The \$3200 increase is due to the biennial purchase of OC spray and community response officer equipment.

Description

The Traffic Division coordinates all traffic safety related programs for the Police Department, which includes enforcement, education and the removal of abandoned autos. This Division also coordinates special events including numerous 5K runs. Officers are on call 24 hours a day for serious personal injury and fatality crashes.

Traffic's programs include child passenger safety, impaired driving enforcement, speed related violations, safety belt and child seat use, overweight truck permits and enforcement. Special efforts are coordinated during Child Passenger Safety Week, Buckle Up America Week, Click It or Ticket campaigns, You Drink–You Drive–You Lose, and National Drunk and Drugged Driving Prevention Month.

Another function of this Division is to coordinate the Northwest Fourth Fest activities, including traffic control, carnival grounds patrol, finance security and fireworks traffic direction. The Traffic Division also coordinates the logistics of traffic control during the annual 4th of July parade. The Fourth Fest was canceled in 2022 so the Division was not utilized for this, however we anticipate that it will be in 2023.

Traffic also coordinates the use of the Police Department's resources regarding traffic related extra patrol requests. Additionally, they work on special traffic projects with the Transportation and Engineering Division and the Public Works Department, which include tracking the worst crash locations and traffic flow concerns. Further, they are responsible for the red light camera reviews for the nine different locations within the Village. All of the school crossing guards report directly to the Traffic Section Sergeant who is responsible for training, scheduling, payroll, etc.

	2021	2022	2023
FTE's – Full Time	4.00	2.00	3.00

2022 Accomplishments

- In October 2022 manpower allowed the Traffic Division, who was previously supplementing patrol and was assigned to a patrol schedule, to be reassigned to a traffic schedule. This will allow for our department to bring back an emphasis on traffic related enforcement and investigations.
- The Traffic Section was able to obtain \$16,000 in Sustained Traffic Enforcement Program grant funding for the Police Department from the Illinois Department of Transportation. The funding will be used to fund additional traffic safety enforcement details from October 1st, 2022 through September 30th, 2023. The additional enforcement will focus on DUIs, speeding, and occupant protection violations.
- The Hoffman Estates Police Department continued participation in the MCAT Serious Traffic Accident Reconstruction Team (STAR). Our traffic crash investigator assigned to the STAR team continues to train with the team and is gaining additional experience investigating serious crashes.

- Truck safety is a priority within the Traffic Division. Two traffic officers are certified as truck enforcement officers through the Illinois Truck Enforcement Association. Traffic officers work with the Illinois State Police and the Illinois Department of Transportation to conduct overweight truck enforcement. Traffic officers also conduct routine roaming patrols looking for overweight truck violations. Check points associated with this were canceled by the Illinois State Police. We anticipate that these will be back up and running in 2023.
- Traffic officers, along with Transportation and Engineering utilize radar traffic counters (Armadillo) to monitor traffic counts and vehicle speed data in numerous areas of the Village. The Traffic Section uses the data from the radar counters to more efficiently determine if extra enforcement efforts are necessary and what time of the day those efforts should be focused on to be most beneficial. The Traffic Section and the Village's Transportation and Engineering section use that data to determine if other roadway engineering methods may be necessary to address the issue.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Effectively utilize the Traffic Accident Reduction Goal Enforcement Team (TARGET) in high violation areas to ensure safety within the Village	Number of hours spent on TARGET details within the Village	106	106	70	100
	Continue to utilize the truck safety and overweight program on commercial vehicles in cooperation with the Illinois State Police	Number of truck safety investigations	1,005	1005	6	500

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	362,915	371,740	404,750	438,510	18.0%
Employee Benefits	332,910	203,750	273,070	301,310	47.9%
Misc. Employee Expenses	1,605	4,780	5,180	3,270	-31.6%
Commodities	675	1,130	1,180	1,130	0.0%
Contractual Services	348,611	341,210	340,680	345,440	1.2%
Capital Outlay	40	700	700	700	0.0%
Total	1,046,756	923,310	1,025,560	1,090,360	18.1%

Budget Highlights

Salaries & Wages

The 18% increase is due to filling a position vacancy.

Employee Benefits

The 47.9% increase is due to filling a position vacancy along with increases in life insurance and Medicare expenses.

Misc. Employee Benefits

The -31.6% decrease is due to a reduction in training and travel expenses for accident investigation/reconstruction school.

Contractual Services

The 1.2% increase is due to an increase of liability insurance expense.

Description

The Investigations Division thoroughly investigates all assigned cases to ensure the timely arrest of offenders. The Division locates and questions victims, complainants, witnesses and suspects. It keeps complete reports and updated files on each case, maintains sources of information, gathers and processes evidence, serves arrest and search warrants and conducts background investigations. The Division also conducts liquor license inspections, makes presentations to community groups, assists prosecuting attorneys in the preparation of court cases, and enforces all laws and ordinances within the Village.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	8.00	8.00	7.50

2022 Accomplishments

- The Investigations Division continued to review all current Hoffman Estates residents who have applied for a Concealed Carry License and filed objections if necessary. The Investigations Division also assists the Illinois State Police Firearm Services Bureau with compliance processes for residents required to surrender their revoked Concealed Carry License and/or revoked Firearm Owners Identification (FOID) cards and further assist with completing paperwork to surrender or transfer firearms and ammunition they are no longer legally permitted to possess. Again this year a complete audit was done of the status of all residents that possessed a FOID card that was revoked or expired. The Investigations Division has worked in conjunction with the Illinois State Police on compliance checks at individual residences in an effort to bring all residents into compliance.
- The Investigations Division maintains a list of all registered sex offenders and registered violent offenders residing in Hoffman Estates and ensures compliance with each individual's court ordered registration requirements. This list is available to the public through the police department's webpage.
- A Social Worker was added to the Investigations Division in 2022. This has greatly expanded the department's abilities to offer services and support to victims of crime and residents of the Village.
- The Investigations Division conducts compliance inspections at 76 businesses having liquor licenses and 26 businesses having video gaming licenses.
- Investigators attended the annual conference sponsored by the Illinois Homicide Investigators Association. Investigators supplemented this professional training by attending webinars and intelligence sharing meetings.
- The Investigations Division conducted pre-employment background investigations for numerous police officer applicants, fire applicants, EMA intern applicants and front desk personnel.

INVESTIGATIONS

Village of Hoffman Estates

- Two patrol officers received cross training opportunities within the Investigations Division.
- The Investigators recovered property relating to assigned cases totaling \$529,321.44.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Ensure case clearance of 76% or greater for all cases by utilizing all the Departments' resources to complete investigations	Percentage of cases cleared	82%	90%	89%	80%
	Conduct quarterly sex offender checks by verifying residency and compliance with all State laws	Percentage of offenders in compliance	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	785,727	835,080	729,810	865,760	3.7%
Employee Benefits	657,240	723,360	710,120	702,070	-2.9%
Misc. Employee Expenses	11,303	15,710	15,940	18,390	17.1%
Commodities	1,574	870	1,600	2,650	204.6%
Contractual Services	55,404	52,750	51,970	52,990	0.5%
Capital Outlay	-	-	-	1,000	N/A
Total	1,511,249	1,627,770	1,509,440	1,642,860	0.9%

Budget Highlights

Salaries

The 3.7% increase is due to the addition of the Department's social worker position.

Employee Benefits

The 2.9% decrease is due to a reduction in health insurance and Medicare expenses.

Miscellaneous Employee Expenses

The 17.1% increase is due to an increase in MCAT membership fees.

Commodities

The \$1,050 increase is due to fees associated with gathering information while conducting investigations.

COMMUNITY RELATIONS

Village of Hoffman Estates

Description

The officer assigned to the Community Relations Division coordinates and conducts public education programs such as Drug Abuse Resistance Education (D.A.R.E.), Personal Safety, field trips for D.A.R.E. students, and school public safety classes for our community students. This officer also coordinates and conducts crime prevention programs and security seminars for Village residents and businesses, including events for the elderly at Devonshire and Brookdale Senior Living. This division is instrumental in the coordination and training of the Hoffman Estates Police Explorer Post. Additionally, this officer conducts fingerprinting for employment, background checks, station tours, and they administer public safety programs at Park District Safety Town, Day Care Centers and School Career Days.

Currently, one uniformed officer serves in the Problem-Oriented Policing (POP) Unit of the Special Services Division. The POP Officer continues to concentrate on recurring isolated problems in a proactive manner and devises unique methods to resolve these problems. This officer also manages numerous outreach functions including but not limited to the Neighborhood Watch Program, Citizens Police Academy, the New Teen First Responder Academy, and Police Explorers. In 2022 this officer also took on new hire background investigations and sex offender registrations to assist the Investigations Division. The POP Officer is instrumental in the planning and coordinating of our annual National Night Out.





2022 Accomplishments

- Instructed the 10-week D.A.R.E. curriculum to fifteen 5th through 12th grade classes at local schools. Over 240 students had the opportunity to learn about various topics, including new curriculum on: the dangers of drugs and alcohol, communication, peer pressure, bullying and internet safety. We currently instruct the program at four schools. Armstrong School will be added in the spring of 2023.
- After the transition back to in school learning, we visited numerous schools (elementary through high school) to talk about the dangers of vaping, smoking, and other drugs and attend career day events.
- In addition to our Traffic Unit, our Community Service Officers are certified car seat technicians, and the primary contacts tasked with managing requests for seat checks. Our technicians installed 44 car seats in 2022. This is an increase from previous years. In addition, our CSO's participated in a car seat safety event for South Barrington, as well as a child seat checkpoint at the trunk convoy for Special Olympics, and National Night Out hosted by HEPD. One of our CSOs is one of the few in the state to be trained and certified in car seat installations for children with disabilities and special needs.
- Provided presentations such as when to call 911, and safety awareness training to preschool through 8th grade students in local schools, park district day camps, boy/girl scout troops, and local day care centers.
- New presentations to our senior community were conducted emphasizing new financial scams targeting that community. There was a high emphasis put on the new IDES Scams. Social media platforms were consistently updated with current information on these new scams targeting the community and tips on how to decrease the impact to the public.
- Assisted with the local ordinance adjudication hearings at the police department.

COMMUNITY RELATIONS

Village of Hoffman Estates

- With community events back, fostering positive relationships in the community was a priority. This year we brought back the Citizen's Police Academy. This was the 32nd annual academy class and this year it consisted of 29 new students. This program gives citizens the opportunity of open and honest interactions with officers, learning essential police functions on a daily basis. We recognize more now than ever the importance of working with the community in helping understand the jobs of police officers. Other new events were added such as "Cone with a Cop" and "Cocoa with a Cop".
- The Junior Police Academy was brought back this year and the class was filled to capacity. This was the 11th annual JPAC which consisted of 32 students. We also organized National Night Out, in conjunction with a police department open house, was held in August of this year.
- We actively recruited for Police Explorer Post 806 after several explorers graduated the program and left for college. Twelve new cadets were recruited this year which gives us a total of 25 Explorers. This is the most we have ever had in the program. The Explorer Post assisted this year with the Platzkonzert, the fishing derby, Thursday night concerts in the park, Shop with a Cop, the Thanksgiving food drive, and National Night Out. This group of dedicated volunteers is an asset to our police department and the community. The Hoffman Estates Police Department is proud to sponsor such an amazing group and help foster the future of law enforcement. In 2022 three (3) prior Explorers were hired as probationary police officers at various departments. This has proven to be an effective program for the fostering of future police officers.
- The POP Officer continues to work closely with Neighborhood Watch groups and property management for our local multifamily living areas. They are kept informed about changing crime trends and provided information on how to prevent crimes in the area. We also frequently communicate through these groups when inaccurate information is circulating on social media. The POP Officer identified that specific areas of the Village did not have active Neighborhood Watch groups and dedicated time to educating the residents and forming new groups. We added six (6) Neighborhood Watch Groups to our community in 2022.
- The Hoffman Estates Police Department Facebook page was monitored and maintained. The Facebook page continues to grow. This has proven to be an effective way of communication between the residents and the department. The police department continues to monitor the Neighbors App, affiliated with Ring Doorbell, which allows HEPD to communicate directly with the community and request Ring Doorbell video footage to help assist in criminal investigations.

Goals, Objectives and Performance Measures

- *This year we only conducted 12 D.A.R.E. Sessions due to D15 discontinuing the program across all of the jurisdictions they serve.*

COMMUNITY RELATIONS

Village of Hoffman Estates

Maintain high-quality public safety services, including emergency medical services, fire, police and health services. Collaborate with Northwest Central Dispatch on implementation of new computer-aided dispatch system for emergency 911 operations. Research expanding the Administrative Service Officer program to augment law enforcement efforts. Evaluate opportunities for improving Fire Stations 21 and 22. Explore increased collaboration with neighboring agencies on public safety services. Increase awareness of the affordable health and wellness service available to residents and businesses.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Conduct 15 sessions of Drug Abuse Resistance Education (DARE) to students throughout the year	Number of DARE sessions taught	16	13	12	14
	Maximize police personnel attendance to neighborhood events in the Village	Number of neighborhood events attended	80	76	80	80

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	-	100	100	100	0.0%
Employee Benefits	-	-	-	-	N/A
Misc. Employee Expenses	684	1,250	1,110	1,130	-9.6%
Commodities	4,217	8,600	9,100	10,850	26.2%
Contractual Services	-	200	200	500	150.0%
Total	4,901	10,150	10,510	12,580	23.9%

Budget Highlights

Misc. Employee Expenses

The 9.6% decrease is due to the Police Public Safety Cadet charter fee being less expensive than the former Police Explorer charter fees.

Commodities

The 26.2% increase is for costs related to miscellaneous community giveaway items which we previously decreased due to events being canceled for COVID-19.

Contractual Services

The \$300 increase is for necessary parts and maintenance for the Department bicycles.

Description

The Canine Division currently has two canine units consisting of two officers, each with a canine partner. Newly promoted Sergeant Marak and his canine partner Dozer are assigned duty hours that best suit the department's needs. In 2022 Officer Marak was promoted to Sergeant and is assigned to the night time patrol watch. Even though Sergeant Marak's duty responsibilities and hours have changed, he continues to maintain the flexibility in his scheduling to allow the department to handle a wide range of community events. The second canine unit was trained at Northern Michigan K-9 for narcotics detection and is assigned to Homeland Security Investigations. The canine program has a long time standing of success, noted for our training initiatives and our community outreach.

The maintenance training of the canine team is a priority to ensure they are ready for all required tasks. The canine program involves a certified police canine trainer. The canine team provides various services throughout the community and avails itself to surrounding communities when needed. The canine team is a focal point at various community events such as block parties, National Night Out, open houses and D.A.R.E. graduations.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	1.00	1.00	1.00



2022 Accomplishments

- K9 Dozer and Officer Marak assisted Patrol with criminal complaint calls for service, such as narcotic sniffs, building searches, crowd control, and area searches.
- K9 Dozer and Officer Marak appeared at 17 public relations events. This included DARE graduations, Police Explorer student classes, National Night Out, safety luncheon, HEFD open houses, and other public relations events.
- Sergeant Marak and his K9 Dozer have responded to 47 K9 related deployments. These included Narcotics sniffs, tracking operations and building/area searches which resulted in the successful location of offenders and missing persons, as well as the discovery of various narcotics and the seizure of drug-related currency.
- K9 Dozer and Officer Marak logged over 416 hours of K9 related training in 2022. This included a 240 hour K9 trainer program for Sergeant Marak. This K9 trainer program will ensure that our Canine Division will have continued quality training for our future K9 handlers and their K9 partners.
- Officer Lapak and K9 Fali have been instrumental to Homeland Security by locating several kilos of cocaine, heroin, and illegal cannabis resulting in multi-jurisdictional seizures of large amounts of United States currency from illegal narcotics sales.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	111,981	114,600	67,010	117,860	2.8%
Employee Benefits	88,635	97,890	96,940	97,790	-0.1%
Misc. Employee Expenses	750	3,290	2,490	3,290	0.0%
Commodities	250	1,250	1,250	1,250	0.0%
Contractual Services	6,976	8,020	10,390	8,230	2.6%
Total	208,593	225,050	178,080	228,420	1.5%

Budget Highlights*Salaries*

The 2.8% increase is due to annual contractual salary increases.

Contractual Services

The 2.6% increase is due to rise in cost associated with liability insurance.

Description

The Police Records Division files, maintains and completes data entry for all police records. They prepare court files; process subpoenas; process and maintain the local warrant files; enter all police reports into a central records system; and provides citizens, businesses and insurance companies with copies of reports and information. Additionally, the Division prepares a variety of statistical data in different computer programs. The Division also tracks the Traffic Stop Data Sheets filed by officers on every stop and processes all citations and prepares them for court. Further, it maintains employee data for the Police Department such as payroll processing and officer activities.

	2021	2022	2023
FTE's – Full Time	3.20	3.20	3.20
FTE's – Part Time	0.50	0.50	0.50

2022 Accomplishments

- Disposed of records in compliance with the State Records Disposal Certificate.
- Moved all business owner contacts to a new computer database allowing all officers 24/7 access to critical information.
- Fully implemented a new paperless system for extra patrols and vacation watch tracking. This database is electronically available to officers on the street allowing for real time updating.
- Audited, scanned, and migrated all warrants to the Motorola P1 RMS system allowing for paperless management.
- The Records Section continues to be fully compliant with the National Incident Based Reporting System (NIBRS) requirements.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Increase the number of employees trained on the Freedom of Information Act (FOIA) requests to ensure deadlines are met	Percent of FOIA fulfilled within legal timeframe	100%	100%	100%	100%

POLICE RECORDS

Village of Hoffman Estates

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Continue to update business on-call and owner information for a more efficient service	Percent of owner information on file	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	183,858	200,260	201,400	211,940	5.8%
Employee Benefits	104,630	99,230	99,090	94,170	-5.1%
Misc. Employee Benefits	-	-	-	830	N/A
Commodities	142	600	610	1,600	166.7%
Contractual Services	19,520	18,230	17,840	18,910	3.7%
Total	308,150	318,320	318,940	327,450	2.9%

Budget Highlights

Salaries & Wages

The 5.8% increase is due to budgeted salary increases.

Employee Benefits

The 5.1% decrease is due to position openings.

Commodities

The \$1000 increase is to purchase equipment to duplicate evidence.

Contractual Services

The 3.7% increase is due to a rise in cost for liability insurance.

SPECIAL SERVICES

Village of Hoffman Estates

Description

The Special Services Division represents the funds utilized for Police Department approved hire back details, which are 100% reimbursable from outside entities. Typically, these hire back funds represent overtime worked by police officers and supervisors at various events within the Village. The majority of the expenses are related to the NOW Arena events, but some of the costs relate to traffic direction, 5K races, and other events held by outside organizations.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	142,000	135,000	265,000	225,000	66.7%
Employee Benefits	2,123	2,730	4,890	3,250	19.0%
Total	144,123	137,730	269,890	228,250	65.7%

Budget Highlights

Salaries

The 66.7% increase is due to an increase of hire back needs, following the pandemic.

Employee Benefits

The 19.0% increase is due to an increase of hire back needs, following the pandemic.

ADMINISTRATIVE SERVICES Village of Hoffman Estates

Description

The majority of the Administrative Service Officers staff the front desk operation on a 24-hour basis, answering phones, greeting walk-in customers, and conducting computer processing and data entry tasks. The Court Administrative Services Officer (ASO) coordinates the court dates for all police officers. Other tasks include: pulling all of the court files from the Records Division and making them available in court; tracking case statuses; and reporting dispositions. The Property Room ASO ensures that property and evidence is properly packaged, marked and stored; locates owners; assists with the annual auction; coordinates the destruction of unclaimed property; and delivers drugs and evidence for testing at the crime lab. Further, other ASOs coordinate the maintenance of all department equipment and vehicles. Newer to the police department is the Community Service Officer Program which is responsible for animal related ordinances, local parking ordinances, traffic direction, property damage crashes, adjudication hearings, and the performance of police related tasks which do not involve criminal investigations. Community Service Officers respond to and interact with residents placing emphasis on customer service and public relations.

	2021	2022	2023
FTE's – Full Time	10.00	13.00	13.00
FTE's – Part Time	1.20	1.20	1.20

2022 Accomplishments

- The Community Service Officer program continues to supplement the sworn officers which continues to improve the quality and methods of service. They have handled a significant amount of calls for service along with numerous other tasks. The CSO's consistently helped facilitate the adjudication hearings and provide coverage for the front desk. Recognizing the value that they bring to the department led us to hire two additional CSO's in 2022. For the first time, our CSO's were tasked with training the new CSO's as well as training front desk personnel. The use of civilians for public safety service provides a viable alternative for our municipality to improve efficiency and productivity.
- The property and evidence room incinerator was used to dispose of approximately 25 pounds of seized drugs including drug paraphernalia. This program continues to reduce the department costs associated with hiring an outside agency to dispose of the drugs.
- The vehicle maintenance unit continue replacing older Speed Radar units with more modern radar units in the squad cars. The replacement of new light bars was completed along with interior equipment including LED flashlights.
- The bid and process for six (6) new squad cars was completed and the process of switching to Hybrid vehicles continue. We continue to evaluate the cost efficiency of directly replacing our oldest vehicles with the highest mileage instead of rolling down only front line patrol vehicles with low

ADMINISTRATIVE SERVICES Village of Hoffman Estates

mileage. This is an ongoing evaluation process and it was determined that in 2023 the highest mileage and oldest of the vehicles were front line vehicles.

- It is important to note that out of the seven (7) vehicles authorized for purchase for 2022; we have not received the entire order and anticipate that we will not receive the remainder of these vehicles until 2023.
- With the new hybrid vehicles, we continue to see a savings in fuel. On average the non-hybrid vehicles were getting 9-10 miles per gallon whereas the hybrid vehicles have averaged 18-22 miles per gallon. This resulted in a significant savings in fuel. These statistics have been consistent since we started the program.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	572,832	767,460	654,130	791,780	3.2%
Employee Benefits	329,907	391,910	372,520	375,710	-4.1%
Misc. Employee Expenses	577	5,520	5,990	4,540	-17.8%
Commodities	1,196	1,520	1,520	1,520	0.0%
Contractual Services	73,254	76,210	74,980	79,140	3.8%
Total	977,766	1,242,620	1,109,140	1,252,690	0.8%

Budget Highlights

Salaries & Wages

The 3.2% increase is due to annual cost of living increases.

Employee Benefits

The 4.1% decrease is due to a decrease in IMRF expenses.

Misc. Employee Expenses

The 17.8% decrease is due to the department not purchasing new CSO uniforms this year.

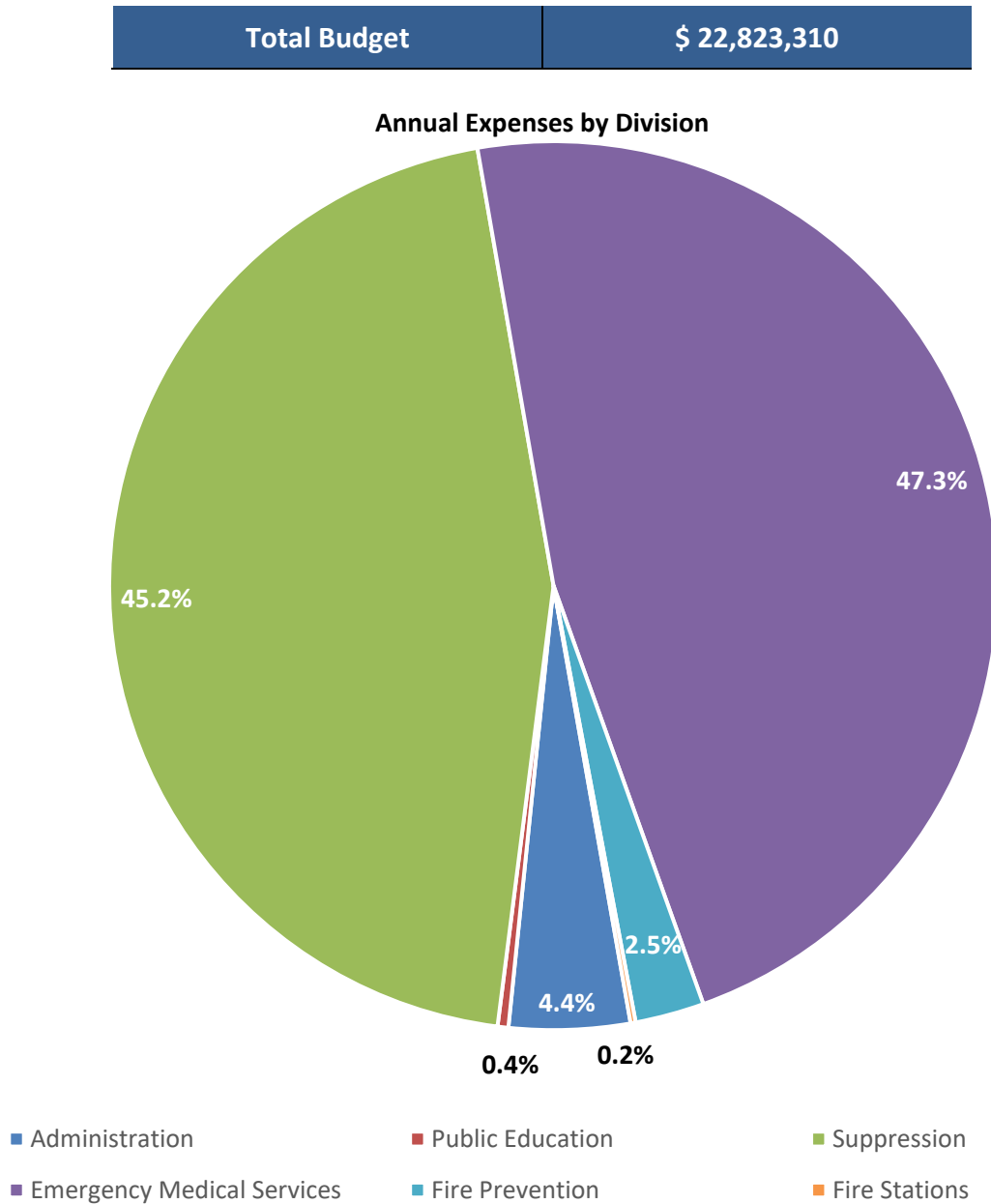
Contractual Services

The 3.8% increase is due to an increase in liability insurance.



FIRE DEPARTMENT

The Fire Department is comprised of six divisions: Fire Administration, Public Education, Suppression, Emergency Medical Services, Prevention and Fire Stations. The Fire Department's mission is to limit loss of life, injury and property damage to the citizens of Hoffman Estates by providing high quality fire protection, advanced life support and emergency services in the most cost effective manner.



FIRE DEPARTMENT

Annual Expenses by Division

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Administration	813,219	958,860	917,200	1,004,310	4.7%
Public Education	71,213	82,640	81,050	89,440	8.2%
Suppression	9,624,754	10,090,010	9,982,380	10,325,550	2.3%
Emergency Medical Services	8,461,007	9,163,470	10,404,230	10,788,550	17.7%
Fire Prevention	599,376	577,780	562,120	573,910	-0.7%
Fire Stations	37,191	44,550	41,550	41,550	-6.7%
Total	19,606,760	20,917,310	21,988,530	22,823,310	9.1%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	11,154,635	11,702,750	11,514,460	12,142,580	3.8%
Employee Benefits	6,598,297	6,897,490	6,947,020	6,952,070	0.8%
Misc. Employee Expenses	260,318	309,560	304,030	311,920	0.8%
Commodities	74,754	92,660	88,250	102,900	11.1%
Contractual Services	1,420,600	1,811,660	3,030,580	3,211,450	77.3%
Capital Outlay	98,156	103,190	104,190	102,390	-0.8%
Total	19,606,760	20,917,310	21,988,530	22,823,310	9.1%

Description

Fire Administration consists of a Fire Chief, Deputy Chief – Operations, Deputy Chief – Administration, Battalion Chief of Training and Safety, and an administrative clerical support staff of one. Fire Administration is responsible for the development and implementation of the department goals and objectives, budget and oversight of all Fire Department operations.

The Deputy Chief - Operations oversees the shift personnel, emergency management, emergency response, Mutual Aid Box Alarm System (MABAS), and special teams management.

The Deputy Chief – Administration oversees department budget programs, EMS, fire prevention, public education, apparatus, and facilities.

The Battalion Chief of Training and Safety is responsible for all facets of training and safety for Fire Department personnel. There are committees of members from the department that work with the Battalion Chief to coordinate the training plans and review safety issues to keep current with best practices and requirements placed on the Fire Department by regulatory agencies.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	3.20	3.20	3.20



2022 Accomplishments

- Promotion of one Battalion Chief and one Captain
- Hired five new firefighters/paramedics
- Administered the process for a two-year new-hire eligibility list
- Administered the process for two-year promotion lists for Captains and Lieutenants
- Updated all Standard Operating Guidelines and Emergency Response Plans
- Participated in the update to the NOW Arena Emergency Response Plan

FIRE ADMINISTRATION

Village of Hoffman Estates

- Entered or updated intergovernmental agreements with the Tollway, Forest Preserve District of Cook County, and Hanover Township for emergency responses and training
- Adapted training documentation processes to comply with new state requirements

Goals, Objectives and Performance Measures

Explore and implement sustainable programs and practices as outlined in the Sustainability Plan by applying for grant opportunities, and integrate sustainability into Village operations where feasible.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Sustainability	Continue to apply for existing grants and research new grant opportunities to maintain or increase service delivery to the Village residents, businesses and visitors.	Number of grants received	2	2	3	3

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	323,673	438,970	431,880	463,400	5.6%
Employee Benefits	170,216	177,670	176,580	178,950	0.7%
Misc. Employee Expenses	9,459	16,110	14,560	18,140	12.6%
Commodities	3,678	4,570	4,050	3,770	-17.5%
Contractual Services	254,986	271,540	240,130	290,050	6.8%
Capital Outlay	51,207	50,000	50,000	50,000	0.0%
Total	813,219	958,860	917,200	1,004,310	4.7%

Budget Highlights

Salaries & Wages

The 5.6% increase is due to annual wage adjustments and expected increase in arena activity.

Miscellaneous Employee Expenses

The 12.6% increase is related to travel and training expenses.

Commodities

The 17.5% decrease is a \$500 decrease in budgeted office supplies.

Contractual Services

The primary reason for the 6.8% increase in Contractual Services is related to increased technology expenses in the Information Technology Fund.

Description

Public Education Division is staffed by 20 shift personnel and provides the following three categories of service: Education, Public Relations and CPR Instruction. One Lieutenant oversees all activities related to these three areas. The Public Education Division is responsible for all school safety programs from pre-school through high school, CPR programs for the public, extinguisher training programs for local businesses and civic groups, the Citizen Fire Academy, the First Responder Teen Academy, cable television programming, business evacuation planning, smoke detector program, fire department attendance at block parties and community gatherings/events, newsletter and informational news articles, Department-related social media activity, fire prevention promotions/activities/education, and residential inspections. The Public Education Division also makes special presentations to various community organizations and groups, sponsors Fire Prevention Week activities, and participates with other communities in various fire safety expositions and demonstrations.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	0.20	0.20	0.20



2022 Accomplishments

- All Public Education activities and programs were resumed following the COVID 19 restrictions
- Some activities included virtual fire station tours and apparatus demonstrations, online educational programs for schools, and publishing articles for the bi-monthly Citizen newsletter
- In conjunction with the Police Department, developed and presented the initial offering of the First Responder Teenager Academy.

PUBLIC EDUCATION

Village of Hoffman Estates

- Hoffman Estates firefighters volunteered to provide logistical support for the state's annual week-long camp for children who have suffered burn injuries

Goals, Objectives, and Performance Measures

Maintain high-quality public safety services, including emergency medical services, fire, police and health services. Collaborate with Northwest Central Dispatch on implementation of new computer-aided dispatch system for emergency 911 operations. Research expanding the Administrative Service Officer program to augment law enforcement efforts. Evaluate opportunities for improving Fire Stations 21 and 22. Explore increased collaboration with neighboring agencies on public safety services. Increase awareness of the affordable health and wellness services available to residents and businesses.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Distribute or broadcast a minimum of 365 public safety announcements and/or educational materials via various media outlets	Number of announcements and/or educational materials distributed or broadcasted	170	170	518	400

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	47,531	53,310	52,030	59,300	11.2%
Employee Benefits	12,291	15,860	15,580	15,530	-2.1%
Commodities	10,121	12,240	12,240	13,340	9.0%
Contractual Services	1,270	1,230	1,200	1,270	3.3%
Total	71,213	82,640	81,050	89,440	8.2%

Budget Highlights

Salaries & Wages

The 11.2% increase is due to contractual wage increases and the addition of the First Responder Teen Academy.

Commodities

The 9% increase is due to increased costs related to the Teen Academy and additional supplies for the Fire Prevention Month open houses at the fire stations.

Contractual Services

The 3.3% increase is due to increased insurance costs.

FIRE SUPPRESSION

Village of Hoffman Estates

Description

The focus of the Suppression Division is to provide emergency response operations for fires, specialized rescues, water-related incidents, and hazardous materials incidents. The Division's 90 shift personnel are assigned to one of three shifts that work for 24-hour periods. Each shift is staffed by one battalion chief, five company officers, and twenty-four firefighter/paramedics. Shift personnel are assigned to one of four fire stations.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	46.25	46.25	46.25



2022 Accomplishments

- Hired five replacement firefighter/paramedics
- Promoted one battalion chief and one captain
- Completed live burn training for shift personnel and for new hires
- Acquired a donated structure and completed real-time training evolutions
- Placed new ventilation tools and thermal imaging equipment into frontline service
- Donated surplus equipment to the fire department in Kharkiv, Ukraine
- Ordered two replacement frontline fire engines

FIRE SUPPRESSION

Village of Hoffman Estates

- The entire department completed state-provided driver's training by use of a newly-developed interactive simulator.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Decrease controllable factors to ensure a response time of 360 seconds for the first arriving apparatus on SUPPRESSION incidents within the Village	Percent of response time at or below 360 seconds	83.3%	86.5%	82.0%	90%

Enhance the Village's operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Organizational Development	Enroll at least 15 employees in external advanced level technical training classes	Number of employees that attend training classes	48	48	94	94
	Enroll at least 8 employees in external officer development classes	Number of employees that attend development classes	30	30	39	30

FIRE SUPPRESSION

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	5,716,620	5,971,890	5,845,260	6,160,580	3.2%
Employee Benefits	3,204,596	3,352,600	3,384,230	3,383,130	0.9%
Misc. Employee Expenses	232,635	257,680	255,700	257,980	0.1%
Commodities	18,913	26,000	25,170	25,750	-1.0%
Contractual Services	436,979	462,850	453,030	479,470	3.6%
Capital Outlay	15,011	18,990	18,990	18,640	-1.8%
Total	9,624,754	10,090,010	9,982,380	10,325,550	2.3%

Budget Highlights

Salaries & Wages

The 3.2% increase is due to contractual wage increases.

Contractual Services

The 3.6% increase is due to required hydrostatic testing of breathing air cylinders (required every 5 years), alerting equipment maintenance increases, and reallocation of data reporting software from a different account.

EMERGENCY MEDICAL SERVICES

Village of Hoffman Estates

Description

The purpose of the Emergency Medical Services (EMS) Division is to provide response to medical emergency incidents. EMS emergency response is provided by shift paramedics assigned to three shifts, with each shift working a 24-hour period. The Division is currently staffed with ten front-line advanced life support units, four of which are transport units. Currently, all shift personnel are state-certified paramedics.

	2021	2022	2023
FTE's – Full Time	45.35	45.35	45.35



2022 Accomplishments

- Provided supplemental EMS skills taught by in-house peer educators
- Continued representation on multiple Northwest Community EMS System committees
- All members received mandatory training as part of a new Standard Operating Procedure rollout
- Positive advancements in quality improvement processes for critical incidents
- Purchased and changed-over of new EMS bags
- Continued training on evaluation and treatment of infectious diseases such as COVID and Monkey Pox
- Continued working though supply chain issues and price increases with our vendors
- Ordered two replacement frontline ambulances

EMERGENCY MEDICAL SERVICES

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Decrease controllable factors to ensure a response time of 360 seconds for the first arriving apparatus on EMS incidents within the Village	Percent of response times at or below 360 seconds	89.8%	80.9%	88.4%	90%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	4,925,044	5,044,430	5,001,870	5,258,930	4.3%
Employee Benefits	3,130,909	3,286,940	3,306,530	3,318,330	1.0%
Misc. Employee Expenses	12,017	22,800	22,800	22,800	0.0%
Commodities	20,062	22,100	22,100	35,350	60.0%
Contractual Services	368,001	782,550	2,043,280	2,146,940	174.4%
Capital Outlay	4,973	4,650	7,650	6,200	33.3%
Total	8,461,007	9,163,470	10,404,230	10,788,550	17.7%

Budget Highlights

Salaries

The 4.3% increase is due to contractual raises for employees, reallocation of overtime between accounts and additional anticipated arena overtime.

Commodities

The 60% increase is due to a one time purchase of Sapphire Infusion Pumps and increased prices of consumable medical supplies.

Contractual Services

The 174.4% increase is due to a reallocation of payments to the state for a portion of Medicaid reimbursements previously paid from a different account, as well as additional maintenance agreements for the aging cardiac monitors.

Capital Outlay

The 33.3% increase is due to the replacement of aging stair chair cots.

Description

The Fire Prevention Division is responsible for managing the activities of the Fire Prevention Bureau (FPB). The Fire Prevention Bureau is staffed by two full-time inspectors and one part-time inspector, and is overseen by the Deputy Chief – Administration. The mission of the FPB is to create a safe environment for the residents and business community through education, prevention, investigations and enforcement of codes and ordinances.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	2.00	2.00	2.00
FTE's – Part Time	0.40	0.40	0.40



2022 Accomplishments

- Maintained department fire investigator continuing education and met annual re-education requirements
- The Chief Inspector attended the National Association of Amusement Ride Safety Officials Conference, and received certification as an amusement ride safety inspector
- The Chief Inspector was appointed to the State Fire Marshal's panel for pyrotechnic certification applicant review
- A fire investigator attended the International Association of Arson Investigators 3-day Expert Witness class
- The Department hosted a pyrotechnic display certification class for Illinois fire departments

FIRE PREVENTION

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Establish the cause and origin of all structure fires that occur within the Village within 90 days from the occurrence	Percent of investigations closed within 90 days	100%	100%	100%	100%
	Ensure all commercial occupancies comply with the Village Ordinance on the installation of fire suppression sprinkler systems	Number of commercial occupancies not in compliance with the Village Ordinance	21	20	18	14

Maintain high-quality public safety services, including emergency medical services, fire, police and health services. Collaborate with Northwest Central Dispatch on implementation of new computer-aided dispatch system for emergency 911 operations. Research expanding the Administrative Service Officer program to augment law enforcement efforts. Evaluate opportunities for improving Fire Stations 21 and 22. Explore increased collaboration with neighboring agencies on public safety services. Increase awareness of the affordable health and wellness services available to residents and businesses

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Promote Fire Safety and Prevention by hosting at least 100 programs/demonstrations at various Village locations and events	Number of programs/demonstrations presented to the public	10 COVID	75	100	150

FIRE PREVENTION

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	141,767	194,150	183,420	200,370	3.2%
Employee Benefits	80,285	64,420	64,100	56,130	-12.9%
Misc. Employee Expenses	6,206	12,970	10,970	13,000	0.2%
Commodities	4,896	4,750	4,690	4,690	-1.3%
Contractual Services	355,322	288,490	287,940	288,720	0.1%
Capital Outlay	10,900	13,000	11,000	11,000	-15.4%
Total	599,376	577,780	562,120	573,910	-0.7%

Budget Highlights

Salaries

The 3.2% increase is due to annual salary adjustments for employees.

Employee Benefits

The 12.9% decrease is due to a decrease in IMRF pension expense and health insurance contributions.

Capital Outlay

The 15.4% decrease is resulting from a \$2,000 decrease in wireless alarm transmitter purchases for businesses within the Village.

Description

The Fire Department maintains the following four fully-staffed fire stations within the Village:

Station 21: 225 Flagstaff Lane is staffed daily with at least 1 company officer and 4 firefighter/paramedics operating 1 Advanced Life Support (ALS) engine and 1 Mobile Intensive Care Unit (MICU) ambulance. The station also houses 1 reserve ambulance and 1 reserve engine. This building was originally constructed in 1960, and the most recent addition was completed in 1998. Analysis of the need for replacement or refurbishment of this building is a high priority and a current CIP item.

Station 22: 1700 Moon Lake Boulevard is staffed daily with at least 1 battalion chief (shift commander), 2 company officers and 5 firefighter/paramedics operating 1 command vehicle, 1 ALS engine, 1 ALS tower-ladder, 1 ALS rapid-response squad, and 1 MICU ambulance. This building was constructed in 1974 and underwent extensive remodeling in 1993 and 1994. Analysis of the need for replacement or refurbishment of this building is a high priority and a current CIP item.

Station 23: 1300 Westbury Drive is staffed daily with at least 1 company officer and 4 firefighter/paramedics operating 1 ALS engine and 1 MICU ambulance. The station also houses 1 reserve engine, 1 reserve squad, and 1 reserve command vehicle. This building was constructed in 1975 and underwent an extensive addition and remodel in 2004 and 2005.

Station 24: 5775 Beacon Pointe Drive, is staffed daily with at least 1 company officer and 4 firefighter/paramedics operating 1 ALS engine and 1 MICU ambulance. The station also houses 1 reserve ladder truck, 1 reserve MICU ambulance, 1 dive-rescue vehicle and boat, 1 hazardous materials vehicle, 1 technical rescue vehicle, and 1 brush truck. This building was constructed in 2008 and 2009, and was designed to meet the LEEDS "Gold" standard. Occupancy and operations began in June of 2009.



2022 Accomplishments

- Conducted an RFP process and administered a fire station location and conditions analysis related to Fire Stations 21 and 22
- Replaced all Fire Station 23 beds
- Completely replaced Fire Station 22's ejector system
- Replaced numerous station appliances
- Completely replaced Fire Station 23's driveway and partially replaced Station 23's roof

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Commodities	17,085	23,000	20,000	20,000	-13.0%
Contractual Services	4,042	5,000	5,000	5,000	0.0%
Capital Outlay	16,065	16,550	16,550	16,550	0.0%
Total	37,191	44,550	41,550	41,550	-6.7%

Budget Highlights

Commodities

The 13.0% decrease in Commodities is resulting from a \$3,000 decrease in janitorial supplies.

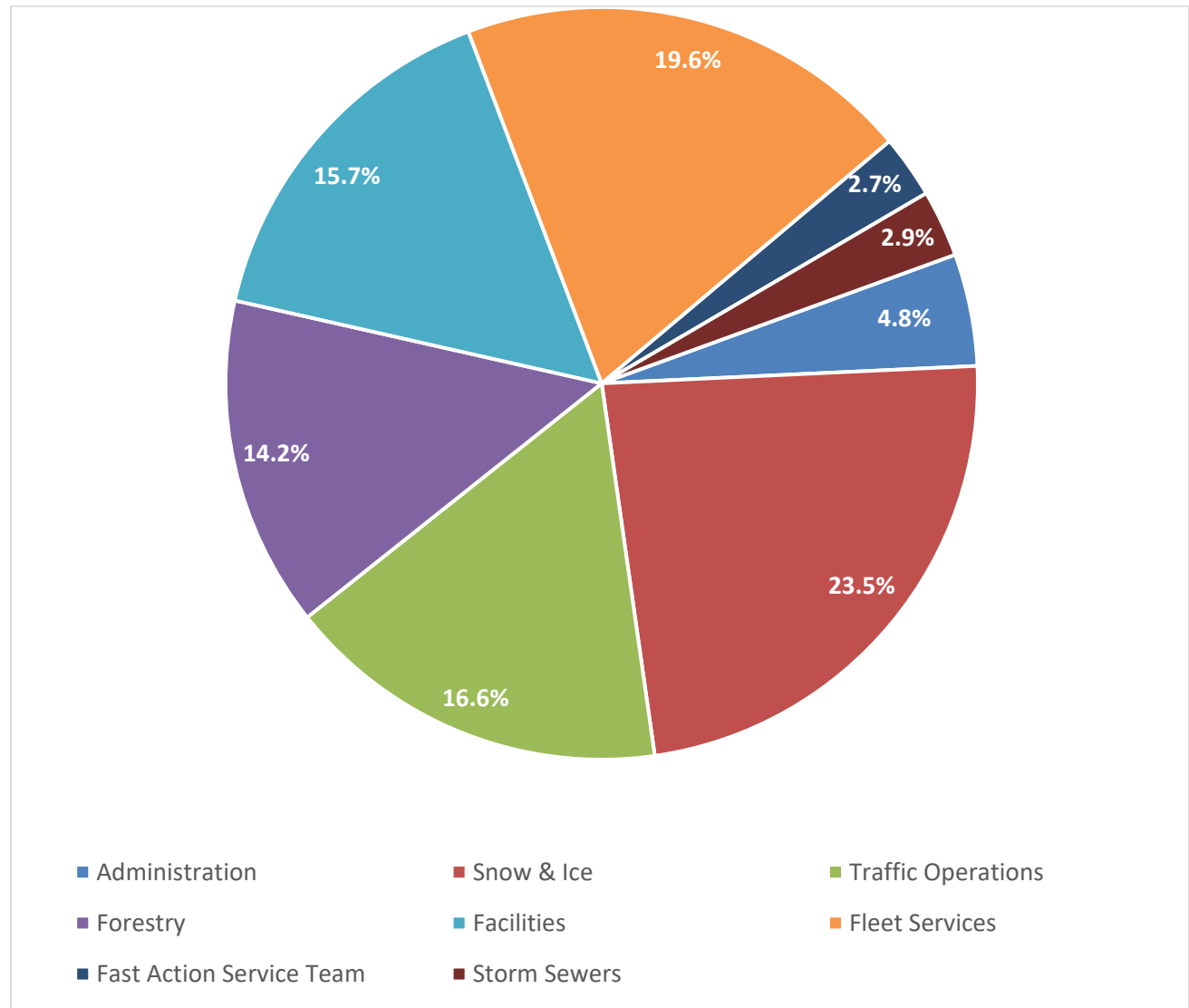
PUBLIC WORKS DEPARTMENT

The Public Works Department is comprised of eight divisions that are funded by the General Fund: Administration, Customer Service/FAST, Facilities, Fleet Services, Forestry, Traffic Operations, Snow and Ice, and Storm Sewers. The Public Works Department is responsible for the maintenance and repair of Village infrastructure including streets, parkways, water and sewer systems, creeks and drainage swales, municipal grounds, traffic control signs, and roadway lighting, among others.

Total Budget

\$8,385,540

Annual Expenses by Division



PUBLIC WORKS DEPARTMENT

Annual Expenses by Division

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Administration	372,198	349,240	331,660	403,780	15.6%
Snow & Ice	1,977,083	1,847,410	1,871,890	1,969,320	6.6%
Traffic Operations	482,739	1,343,280	1,347,520	1,389,520	3.4%
Forestry	969,019	1,173,880	1,127,580	1,192,530	1.6%
Facilities	1,111,720	1,243,910	1,379,500	1,316,060	5.8%
Fleet Services	1,269,306	1,387,930	1,545,230	1,646,820	18.7%
Fast Action Service Team	175,835	197,120	218,800	226,310	14.8%
Storm Sewers	162,449	171,200	171,120	241,200	40.9%
Traffic Control	733,653	-	-	-	N/A
Total	7,254,000	7,713,970	7,993,300	8,385,540	8.7%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	3,277,209	3,483,580	3,458,050	3,618,730	3.9%
Employee Benefits	1,398,610	1,537,480	1,537,340	1,482,720	-3.6%
Misc. Employee Expenses	39,134	52,740	56,300	53,730	1.9%
Commodities	1,025,475	974,220	1,045,010	1,325,270	36.0%
Contractual Services	1,944,194	2,275,290	2,486,020	2,598,610	14.2%
Capital Outlay	69,798	85,000	157,900	91,850	8.1%
Cost Allocation	(500,420)	(694,340)	(747,320)	(785,370)	13.1%
Total	7,254,000	7,713,970	7,993,300	8,385,540	8.7%

PUBLIC WORKS ADMINISTRATION

Village of Hoffman Estates

Description

The Public Works Administration Division provides managerial oversight and support for all programs and activities conducted by the Department's 66 full-time and 4 part-time positions. Administration coordinates responses to customer service requests, prepares budgets and capital improvement plans, conducts recordkeeping and accounting, and provides direct customer service in-person and over the phone. The division consists of an office manager, assistant director, director, and their respective support staff.

	2021	2022	2023
FTE's – Full Time	1.45	1.45	1.45
FTE's – Part Time	0.19	0.19	0.47

2022 Accomplishments

- Recorded and resolved over 2,100 customer service requests through the GovQA system.
- Continued coordination and management of a department-wide asset management software system.
- Hosted the annual Public Works Open House, attended by approximately 420 guests in 2021.



PUBLIC WORKS ADMINISTRATION

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	141,211	152,100	151,080	168,040	10.5%
Employee Benefits	64,671	67,660	67,590	66,870	-1.2%
Misc. Employee Expenses	5,338	10,530	10,490	10,540	0.1%
Commodities	2,927	4,770	4,510	4,420	-7.3%
Contractual Services	283,481	392,810	383,120	466,060	18.6%
Cost Allocation	(125,430)	(278,630)	(285,130)	(312,150)	12.0%
Total	372,198	349,240	331,660	403,780	15.6%

Budget Highlights

Salaries & Wages

The 10.5% (\$15,940) increase is due to adjustments in full-time staff salaries.

Contractual Services

The 18.6% (\$73,250) increase is primarily due to an adjustment in IT user charges allocated to this division.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

The Public Works Department's Snow and Ice Control Division provides snow removal and ice control for 161 center lane miles of roadway, 367 cul-de-sacs, and 11 parking lots, as well as sidewalks adjacent to Village buildings and the Pace bus stop. Staffing includes 49 full-time primary assigned drivers and 4 mechanics. Snow and ice operations are supported by all department administrative and supervisory staff. Contractor assistance and auxiliary drivers are also utilized, as necessary.

	2021	2022	2023
FTE's – Full Time	7.64	7.98	7.98
FTE's – Part Time	0.96	0.96	0.96

2022 Accomplishments

- Responded to 26.25 inches of snow and ice precipitation between January and April. The department conducted 21 response operations, requiring 3,350 tons of salt, 16,250 gallons of chemical pre-treatment, and over 5,600 total labor hours.
- Attended a variety of winter weather and snow & ice response related trainings and webinars.
- Managed the delivery of over 5,500 tons of road salt and 21,000 gallons of de-icing liquid.



Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Promote efficiency and environmental stewardship by reducing salt usage.	Tons of road salt used per lane mile per inch of snow	0.88	0.80	0.80	0.75

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	1,048,325	1,063,550	1,086,520	1,103,230	3.7%
Employee Benefits	368,155	403,010	408,860	385,770	-4.3%
Misc. Employee Expenses	90	2,800	3,400	3,300	17.9%
Commodities	497,918	312,600	304,100	409,300	30.9%
Contractual Services	61,299	64,550	62,010	66,520	3.1%
Capital Outlay	1,295	900	7,000	1,200	N/A
Total	1,977,083	1,847,410	1,871,890	1,969,320	6.6%

Budget Highlights

Salaries & Wages

The 3.7% (\$39,680) increase is due to adjustments in full-time staff salaries.

Employee Benefits

The 4.3% (\$17,240) decrease is due to lower employer IMRF contributions.

Misc. Employee Expenses

The 17.9% (\$500) increase is resulting from an increase to the travel & training account for a snow & ice conference.

Commodities

The 30.9% (\$96,700) increase is primarily due to projected salt purchase volume and pricing.

Contractual Services

The 3.1% (\$1,970) increase is due to a higher liability insurance allocation for this division.

Description

The Traffic Operations Division is responsible for routine maintenance of 161 center lane miles of Village pavement, over 9,800 street signs, and 2,500 street lights. This Division conducts a variety of work including small scale asphalt repairs, oversight of contractual pavement striping and street sweeping, roadway sign repair or replacement, and street light maintenance. This division is comprised of 9 full-time maintenance personnel and a supervisor. Beginning in FY2022, the Pavement Maintenance and Traffic Control divisions have been consolidated to create the Traffic Operations Division.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	3.01	6.93	6.93
FTE's – Part Time	-	0.23	0.23

2022 Accomplishments

- Installed over 200 tons of hot asphalt material and 30 tons of cold patch material while performing routine pavement repairs.
- Supervised contractor application of 242,000 lineal feet of roadway pavement striping and performed over 55,000 lineal feet of striping in-house.
- Completed 170 in-house pavement repairs, including storm sewer sites, water/sewer utility crossings, storm inlet repairs, and edge line patching.
- Designed and fabricated over 1,500 traffic and special event signs.
- Completed 34 streets under the sign re-posting program.



TRAFFIC OPERATIONS

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Promote efficiency by minimizing response time to reported street light outages.	Percentage of repairs completed within four business days	85%	93%	91%	95%

Maintain and improve the Village's infrastructure, including designing, funding and implementation of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks and storm water management projects.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Promote efficiency in performing asphalt repairs.	Labor hours per ton of hot asphalt installed	3.3	6.3	5.0	4.5
	Promote efficiency in performing asphalt repairs in cold weather conditions.	Labor hours per ton of cold asphalt installed	11.9	16.4	18.5	15.0

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	237,832	583,000	576,010	604,910	3.8%
Employee Benefits	98,386	279,230	278,460	270,010	-3.3%
Misc. Employee Expenses	2,515	9,150	8,950	9,050	-1.1%
Commodities	1,564	11,700	11,700	11,750	0.4%
Contractual Services	142,442	459,900	472,000	493,400	7.3%
Capital Outlay	-	300	400	400	33.3%
Total	482,739	1,343,280	1,347,520	1,389,520	3.4%

Budget Highlights

Salaries & Wages

The 3.8% (\$21,910) increase is adjustments in full-time staff salaries.

Employee Benefits

The 3.3% (\$9,220) decrease is due to lower employer IMRF contributions.

Contractual Services

The 7.3% (\$33,500) increase is primarily due to the upcoming contract renewal for the street sweeping program.

Description

The Forestry and Grounds Division provides maintenance and care for approximately 19,000 Village-owned trees and 150 acres of turf. Presently, all turf acres are maintained through contractual services and an intergovernmental agreement with the Hoffman Estates Park District with staff oversight and coordination. The Division is comprised of 9 full-time maintenance staff, including 3 certified arborists, and the Village Forester.

	2021	2022	2023
FTE's – Full Time	5.98	6.64	6.64
FTE's – Part Time	0.46	0.46	0.46

2022 Accomplishments

- Received the Tree City, USA designation for the 31st consecutive year.
- Oversaw and performed trimming on over 2,700 parkway trees via a combination of in-house and contract trimming services.
- Performed curbside collection of over 4,000 piles of brush during the annual spring and fall branch pick-up programs.
- Planted 150 new or replacement trees for various projects including accident and storm damage replacements and plantings in new subdivisions.
- Responded to over 450 customer service requests.
- Migrated all of the Village's tree inventory data into the Department's newly adopted asset management software.



Goals, Objectives, and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding and implementing of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks and storm water management projects.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Provide exceptional customer service by making first contact with customers in a timely manner.	Percentage of customer service requests with first contact within 72hrs	87.1%	78.3%	80%	90%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	439,849	508,080	475,200	533,610	5.0%
Employee Benefits	204,253	272,400	268,000	266,090	-2.3%
Misc. Employee Expenses	10,629	13,020	15,210	12,460	-4.3%
Commodities	2,100	3,600	3,400	3,600	0.0%
Contractual Services	261,217	314,580	287,770	314,770	0.1%
Capital Outlay	50,971	62,200	78,000	62,000	-0.3%
Total	969,019	1,173,880	1,127,580	1,192,530	1.6%

Budget Highlights

Salaries & Wages

The 5.0% (\$25,530) increase is due to adjustments in full-time staff salaries.

Employee Benefits

The 2.3% (\$6,310) decrease is due to lower employer IMRF contributions.

Miscellaneous Employee Expenses

The 4.3% (\$560) decrease is due to a reduction in funding for professional development.

Description

The Facilities Maintenance Division provides for custodial and mechanical system maintenance and repairs at the Village's 10 principal buildings, totaling approximately 250,000 square feet. Planning and management functions also provide support for various Village construction and improvement projects to ensure functionality and quality. Technical assistance to NOW Arena operations staff is provided on a regular basis. The Division is comprised of 5 full-time maintenance personnel and the Superintendent of Facilities and Arena Maintenance.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	4.95	4.95	4.95

2022 Accomplishments

- Coordinated improvements at the NOW Arena, including: replacement and upgrade of the building automation system; replacement of the rooftop HVAC units; and conversion of all pedestrian doors from steel to fiberglass.
- Replaced an HVAC chiller unit and associated piping at Village Hall and repaired various other cooling system components.
- Completed a variety of repairs to the Sunderlage House, including replacement porches, replacement water heater, and some exterior painting, among other improvements.
- Completed repairs at Fire Department facilities including furnaces, air conditioning units, various appliances, water heaters, overhead garage doors, and other maintenance items.



FACILITIES MAINTENANCE

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding, and implementing a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks, and storm water management projects.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Ensure preventative maintenance tasks for Village facilities are efficiently executed	% of productivity level below assigned task time	5.0%	1.3%	5.2%	2.0%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	436,605	470,670	447,200	461,580	-1.9%
Employee Benefits	215,733	221,670	217,660	209,770	-5.4%
Misc. Employee Expenses	4,740	4,480	5,730	4,780	6.7%
Commodities	27,411	23,250	23,400	25,150	8.2%
Contractual Services	555,413	663,690	840,360	757,820	14.2%
Capital Outlay	6,229	11,500	13,000	16,500	43.5%
Cost Allocation	(134,410)	(151,350)	(167,850)	(159,540)	5.4%
Total	1,111,720	1,243,910	1,379,500	1,316,060	5.8%

Budget Highlights

Salaries & Wages

The 1.9% (\$9,090) decrease is due to adjustments in full-time staff salaries.

Employee Benefits

The 5.4% (\$11,790) decrease is primarily due to lower employer IMRF contributions.

Commodities

The 8.2% (\$1,900) increase is due to anticipated inflation in the cost of janitorial supplies.

Contractual Services

The 14.2% (\$94,130) increase is primarily due to new requests for facility improvements at Village Hall, the Police Department, and the Vehicle Maintenance facility.

Capital Outlay

The 43.5% (\$5,000) increase is due to a new request to install an EV charging station at the Public Works building to accommodate an electric fleet vehicle.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

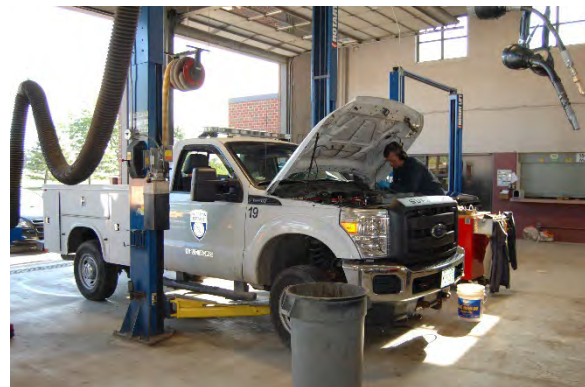
Description

The Fleet Services Division provides routine and emergency maintenance and repair for over 300 Village vehicles and pieces of equipment. An effective preventative maintenance program helps to reduce downtime, road calls, and non-scheduled repairs. The Division is comprised of 4 full-time mechanics, a part-time staff assistant, and a supervisor.

	2021	2022	2023
FTE's – Full Time	4.30	4.30	4.30
FTE's – Part Time	0.50	0.50	0.50

2022 Accomplishments

- Received the Automotive Service Excellence (ASE) Blue Seal Award for the 23rd consecutive year.
- Prepared replacement vehicles and equipment for service, including a heavy duty dump truck, a medium duty dump truck, two pickup trucks, a utility body truck, a stake body truck, a service van, and an equipment trailer.
- Performed over 7,100 repairs to various vehicles and pieces of equipment.
- Coordinated installation of a heavy-duty overhead crane in the vehicle maintenance bay area.
- Coordinated installation of two electric vehicle charging stations for public use at Village Hall.



FLEET SERVICES

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Ensure the health, welfare, and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police, and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Perform preventative maintenance on the Village fleet within the manufacturer's mileage recommendation	% of vehicles maintained within the manufacturer's recommendation	86%	98%	98%	95%
	Maintain consistency in scheduling repairs, reducing the need for emergency or unscheduled repairs	% of repairs that are scheduled	96%	94%	96%	95%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	478,253	489,750	488,400	504,850	3.1%
Employee Benefits	205,543	208,000	207,850	199,370	-4.1%
Misc. Employee Expenses	4,487	7,720	7,520	8,450	9.5%
Commodities	475,354	611,400	691,000	855,700	40.0%
Contractual Services	335,390	325,320	385,300	381,630	17.3%
Capital Outlay	10,859	10,100	59,500	10,500	4.0%
Cost Allocation	(240,580)	(264,360)	(294,340)	(313,680)	18.7%
Total	1,269,306	1,387,930	1,545,230	1,646,820	18.7%

Budget Highlights

Salaries & Wages

The 3.1% (\$15,100) increase is due to an adjustment to full-time staff salaries.

Employee Benefits

The 4.1% (\$8,630) decrease is due to lower IMRF contributions.

Commodities

The 40.0% (\$244,300) increase is due to projected unleaded and diesel fuel pricing and purchase volume.

Contractual Services

The 17.3% (\$56,310) increase is primarily due to anticipated inflation in the cost of repair parts and supplies.

Cost Allocation

Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

FAST ACTION SERVICE TEAM

Village of Hoffman Estates

Description

The Fast Action Service Team (FAST) is designed to respond quickly to smaller-scale activities and projects from residents as well as Village staff. The Division minimizes the need to interrupt work activities of other Public Works crews by providing timely assistance to a variety of service calls. When available, members also augment other internal labor needs by assisting crews in other divisions or departments. This Division is comprised of 3 full-time maintenance personnel and a shared supervisor.

	2021	2022	2023
FTE's – Full Time	0.83	0.83	0.83

2022 Accomplishments

- Provided over 6,800 locates Village-wide including large-scale projects such as the new Microsoft data center, a ComEd reliability improvement program, and Comcast and AT&T fiber installation, among other projects.
- Prioritized and supervised contract replacement of 2,300 sidewalk squares, 251 linear feet of curb, and mud-jacking of 110 sidewalk deviations throughout the Village.
- Inspected over 100 miles of sidewalk in preparation for the 2023 replacement program.
- Responded to over 700 residential requests for service.
- Coordinated the annual recycling extravaganza, which accepted materials from over 600 residents.



FAST ACTION SERVICE TEAM

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding, and implementing a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks, and storm water management projects.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Provide exceptional customer service by responding to external service requests within 24hrs	% of customer service requests resolved within 24hrs	96.4%	95.8%	96%	95%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	109,089	128,490	146,840	152,320	18.5%
Employee Benefits	43,286	46,620	50,180	47,550	2.0%
Misc. Employee Expenses	914	1,090	1,050	1,100	0.9%
Commodities	6,357	4,550	4,850	5,700	25.3%
Contractual Services	16,190	16,370	15,880	18,390	12.3%
Capital Outlay	-	-	-	1,250	N/A
Total	175,835	197,120	218,800	226,310	14.8%

Budget Highlights

Salaries & Wages

The 18.5% (\$23,830) increase is due to adjustments for full-time and part-time staff salaries.

Employee Benefits

The 2.0% (\$930) decrease is due to lower employer IMRF contributions.

Commodities

The 25.3% (\$1,150) increase is anticipated inflation in the cost of small tools and various supplies.

Contractual Services

The 12.3% (\$2,950) increase is primarily due to new requests for additional hardware and device service charges.

Description

The Storm Sewer Division is responsible for the maintenance and repair of all Village-owned storm sewer infrastructure and storm drainage ways including 224 miles of storm sewer pipe, 60 miles of creek lines, 4,100 catch-basins, 1,100 outlets, and 6,500 street inlets. Monthly inspections are performed on all Village drainage ways and lake/pond outfall pipes to reduce the risk of flooding during heavy rain events. This Division consists of 1 full-time staff, additional shared personnel, and a shared supervisor.

	2021	2022	2023
FTE's – Full Time	0.83	0.83	0.83

2022 Accomplishments

- Performed extensive creek line maintenance in the Parcel A, Parcel B, and Ela Road flow areas.
- Rebuilt or repaired catch-basins, inlets, and failed storm sewer pipes at 32 sites.
- Installed or repaired drain tile at 12 sites to improve local drainage.
- Flushed/cleaned over 7,000 feet of storm sewer pipe.



STORM SEWERS

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding and implementation of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks and storm water management projects.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Promote efficiency by reducing the number of labor hours used per catch basin rebuild.	Labor hours per catch basin rebuild.	24.8	22.1	20	18

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	83,589	87,940	86,800	90,190	2.6%
Employee Benefits	36,756	38,890	38,740	37,290	-4.1%
Misc. Employee Expenses	3,752	3,950	3,950	4,050	2.5%
Commodities	4,395	2,350	2,050	9,650	310.6%
Contractual Services	33,958	38,070	39,580	100,020	162.7%
Total	162,449	171,200	171,120	241,200	40.9%

Budget Highlights

Salaries & Wages

The 2.6% (\$2,250) increase is due to an adjustment in full-time staff salaries.

Employee Benefits

The 4.1% (\$1,600) decrease is due to lower employer IMRF contributions.

Commodities

The 310.6% (\$7,300) increase is due to requests for new small tools and equipment.

Contractual Services

The 162.7% (\$61,950) is primarily due to funds for creek maintenance transferred from the Capital Improvements Program.

TRAFFIC CONTROL

Village of Hoffman Estates

Description

Information pertaining to the Traffic Control Division can be found in the Traffic Operation Division. Beginning in FY2022, the Traffic Control and Pavement Maintenance divisions have been consolidated to create the Traffic Operations Division.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	3.92	-	-
FTE's – Part Time	0.23	-	-

Annual Expenses by Class

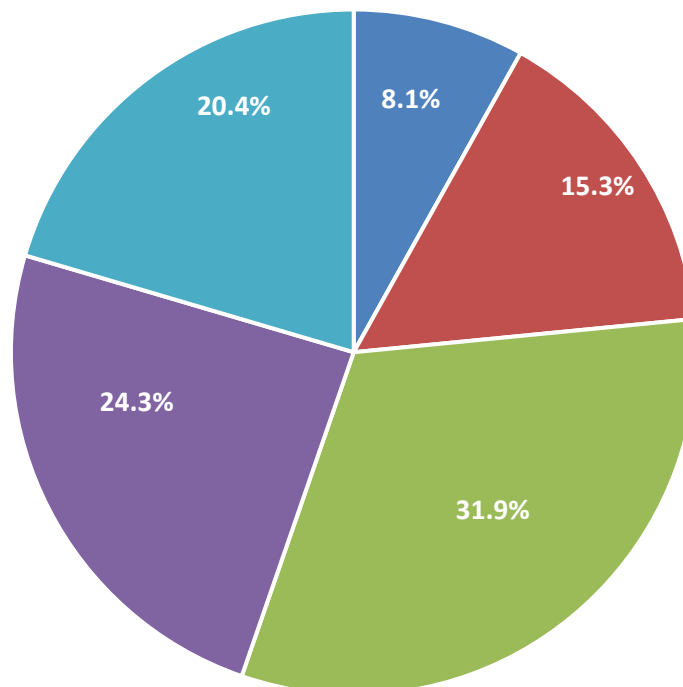
Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	302,458	-	-	-	N/A
Employee Benefits	161,828	-	-	-	N/A
Misc. Employee Expenses	6,670	-	-	-	N/A
Commodities	7,448	-	-	-	N/A
Contractual Services	254,804	-	-	-	N/A
Capital Outlay	445	-	-	-	N/A
Total	733,653	-	-	-	N/A

DEVELOPMENT SERVICES DEPARTMENT

The Development Services Department includes five divisions: Administration, Planning & Transportation, Code Enforcement, Engineering, and Economic Development. The department performs a variety of activities related to all aspects of community development. A key function is working with businesses, land owners and developers to help them navigate the development approval, building permit, construction and occupancy processes to ensure a safety and code compliant environment for the general public. Economic development activities focus on attraction, retention and promotion of all types of businesses in the community. The department also plans and oversees construction of transportation, storm water, sanitary sewer, and water main infrastructure projects. Significant programs include design and construction management of the Annual Street Revitalization Project and various storm water and other infrastructure projects, as well as planning and implementing bicycle, pedestrian, transit, taxi and other transportation programs. Further, with the goal of maintaining property values and neighborhood quality, the department enforces all building related codes, including health and property maintenance, and operates the rental housing registration and inspection program. The department also manages the Village's Community Development Block Grant (CDBG) Program, as well as collaborates and provides support to other Village departments on a variety of projects.

Total Budget	\$5,659,940
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Annual Expenses by Division



■ Administration
■ Planning & Transportation
■ Code Enforcement

DEVELOPMENT SERVICES DEPARTMENT

Annual Expenses by Division

Division	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Administration	429,724	479,210	409,660	454,810	-5.1%
Planning & Transportation	529,839	794,260	680,930	865,760	9.0%
Code Enforcement	1,594,142	1,752,130	1,690,480	1,797,610	2.6%
Engineering	1,297,265	1,259,010	1,241,520	1,365,500	8.5%
Economic Development	1,416,463	1,509,090	1,606,600	1,156,820	-23.3%
Total	5,267,434	5,793,700	5,629,190	5,640,500	-2.6%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	2,605,704	2,865,680	2,728,950	3,047,030	6.3%
Employee Benefits	1,212,999	1,240,960	1,218,610	1,196,560	-3.6%
Misc. Employee Expenses	19,845	58,480	47,945	72,610	24.2%
Commodities	16,641	26,250	23,615	24,590	-6.3%
Contractual Services	1,495,754	1,677,280	1,685,970	1,379,590	-17.7%
Capital Outlay	17,474	19,540	19,740	19,370	-0.9%
Cost Allocation	(100,983)	(94,490)	(95,640)	(99,250)	5.0%
Total	5,267,434	5,793,700	5,629,190	5,640,500	-2.6%

DEVELOPMENT SERVICES ADMINISTRATION

Village of Hoffman Estates

Description

Development Services Administration includes the Director, Community Planner, and Administrative Assistant and the primary function includes management and support for the entire department, which includes the Economic Development, Planning & Transportation, Code Enforcement, and Engineering Divisions. In addition to oversight of these divisions, Administration staff performs various special projects such as Development Agreements and managing the Community Development Block Grant (CDBG) Program.

For the upcoming year, efforts will continue to focus on coordination between the different divisions on development projects such as Bell Works, Microsoft, Sears Campus redevelopment, and several other large anticipated development projects. Administration will also participate in oversight and coordination of various professional services and infrastructure grants. Another primary role for Department administration will be continuing to plan for and implement staffing organizational changes as several key employees are likely to retire over the next few years to keep the Department properly staff to handle expected demands.

	2021	2022	2023
FTE's – Full Time	2.45	2.45	2.39
FTE's – Part Time	0.42	0.42	0.00

2022 Accomplishments

The following highlights reflect work where Department Administration has a high level of involvement. Most items include overlap with staff in one or more Divisions in Development Services. Note that work related to the Village's various TIF Districts and the CDBG Program is highlighted in separate sections of the budget document.

- Coordination has been ongoing for the Microsoft data center project, particularly related to the planning and construction of off-site sanitary sewer and new electric transmission lines to support the 53-acre data center development.
- Coordination is ongoing for the implementation of the Barrington Road I-90 Planning Study that will help steer planning, transportation and economic development efforts in and around the full interchange and Pace Bus station moving forward.
- Significant support and coordination is ongoing for the Bell Works Hoffman Estates Metroburb, including development planning, construction, marketing, special events, and new business attraction.
- Support is provided for planning and managing public infrastructure projects, including staff resource allocation, prioritization, budgeting, and coordination with private development projects.
- Oversight and coordination is ongoing with IT and other departments regarding upgrades to the use of technology for department functions as well as public interaction. Efforts are underway relative to the new Community Development software for permitting, code enforcement and

DEVELOPMENT SERVICES ADMINISTRATION

Village of Hoffman Estates

planning projects, coordination with the engineering and Cartegraph, and better integration of GIS both as a standalone tool as well as a foundational component for other major software packages. Public access to the new permitting software for residents, contractors and businesses is expected to be opened during the first quarter of 2023. The department is also involved in Village-wide consideration of an updated ERP.

- DS Administration hired a replacement Community Planner to fill the former Management Analyst position. This modified position will revamp the Village's CDBG program, assist with economic development tasks, as well as other responsibilities within the department.
- Administration staff managed the Village's CDBG Program through public and private infrastructure and facilities funding as well as continued implementation of CDBG-COVID programs that were authorized through the Federal CARES Act.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability, and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Publish articles to promote awareness of development projects, programs, and new businesses through various communication mediums	Number of articles published	26	26	16	16
Enhance the Village's operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Organizational Development	Continue to encourage staff development and performance through effective evaluation and review by completing 100% of employee evaluations in a timely manner	Percent of employee evaluations completed within 30 days	100%	100%	100%	100%

DEVELOPMENT SERVICES ADMINISTRATION

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	266,678	286,450	243,340	281,920	-1.6%
Employee Benefits	114,593	120,040	112,040	111,130	-7.4%
Misc. Employee Expenses	2,082	4,530	4,390	6,290	38.9%
Commodities	5,078	3,750	3,750	4,250	13.3%
Contractual Services	41,293	64,440	45,010	54,910	-14.8%
Total	429,724	479,210	408,530	458,500	-4.3%

Budget Highlights

Salaries & Wages

The 1.6% decrease in salaries is due to elimination of a part time intern position.

Employee Benefits

The 7.4% decrease is due to a decrease in life insurance and IMRF contribution costs.

Misc. Employee Expenses

The 38.9% increase is due to additional training and memberships primarily related to the CDBG program, most of which will be reimbursed from the CDBG grant.

Commodities

The 13.3% increase is due to an increase in supplies.

Contractual Services

The 14.8% decrease is due to a decrease in IT User Charges.

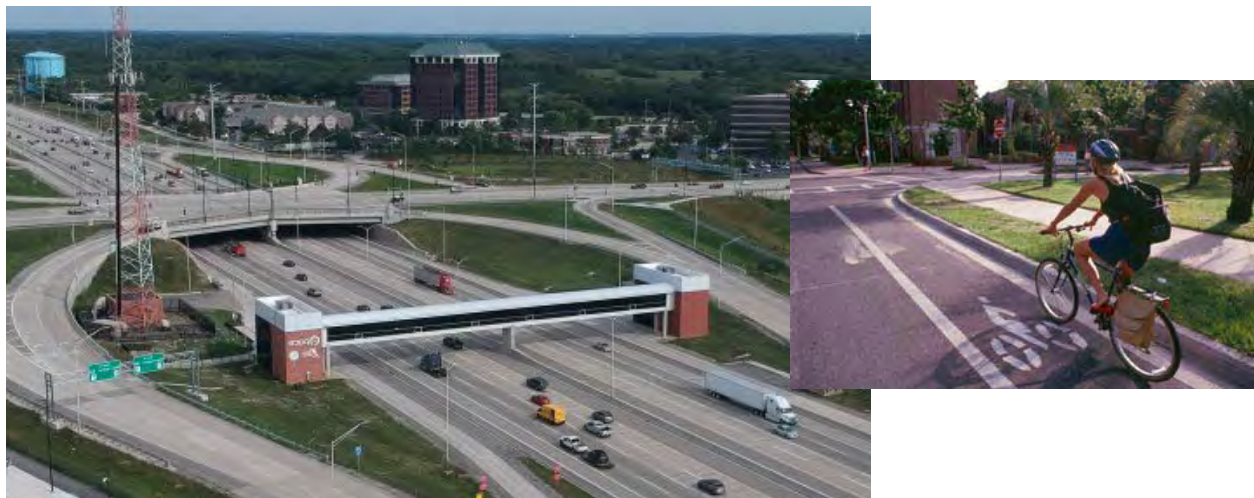
PLANNING & TRANSPORTATION

Village of Hoffman Estates

Description

The Planning & Transportation Division is responsible for guiding quality development in the community that is consistent with the Village's Zoning Code, Subdivision Code, Comprehensive Plan, and various sub-area and multi-modal transportation plans. The Division coordinates the multi-department development review process and assists residents, developers and businesses through the development review and approval process from project concept through Planning and Zoning Commission and Village Board consideration. As needed, the Division drafts Zoning, Subdivision and other Municipal Code text amendments. The Division also oversees the Village's transportation planning efforts, including: seeking grant opportunities for transit, bicycle and pedestrian improvements; maintaining regular coordination with Pace Suburban Bus and other regional transportation partners; implementing the Fair Share Road Improvement Impact Fee and Taxi Discount Programs; and serving as liaison to the Village's Road Improvement Impact Fee Advisory Committee, Transit Improvement Task Force, and Bicycle and Pedestrian Advisory Committee.

	2021	2022	2023
FTE's – Full Time	4.60	4.60	4.59



2022 Accomplishments

- Development submittals and construction continued at a steady pace in 2022. Planning staff processed over 68 planning and zoning requests as of October 2022, a 36% increase from the same timeframe in 2021.
- Division staff completed the plan review and facilitated zoning approvals for the following major developments:
 - Seasons of Hoffman Estates: This multifamily development at the southeast corner of Higgins Road and Moon Lake Boulevard received approvals and broke ground in late 2022.

PLANNING & TRANSPORTATION

Village of Hoffman Estates

The community will consist of eight three-story apartment buildings with 296 market rate units. The buildings are designed in a townhouse style which feature ground level, private direct entrances for the first two floors and a common corridor for the third floor.

- H-90 Speculative Industrial Building: This 202,000 speculative industrial development along the east side of Eagle Way received approvals in the summer of 2022. The building will accommodate up to four tenants for office and warehouse use with available truck loading docks and parking.
- Belle Tire: Approval was granted in late 2022 for a 9,800 square foot tire store at 4801 Hoffman Boulevard. Construction is expected in 2023.
- Popeyes Louisiana Kitchen: Approvals were granted in the summer of 2022 for a Popeyes restaurant and drive-through in the Barrington Square Towne Center. Construction is anticipated in 2023.
- Sparked Dispensary: Special Use approval was granted for a cannabis dispensary located at the southeast corner of Golf and Roselle Roads. The tenant buildout was substantially completed in late 2022.
- Exxotic Strains Dispensary: Special Use approval was granted for a cannabis dispensary located at the southeast corner of Golf and Barrington Roads. Tenant buildout began in late 2022.
- Dunkin': Approval was granted for modified site improvements to accommodate a Dunkin' with a drive-through located at 1305 N. Barrington Road.
- Advanced implementation of the Barrington Road I-90 Sub Area Plan. Coordinated with the Economic Development Division to establish the Stonington & Pembroke Tax Increment Financing District with the goal of encouraging redevelopment in this area.
- Completed the consultant selection process and entered into a contract with a consultant to complete the Zoning and Development Code Update process. The goal of the update is to modernize the Village's Zoning Code (Chapter 9) and Subdivision Code (Chapter 10) to ensure a user-friendly document with updated development standards, zoning districts and uses that support the Village's economic development efforts. The update is expected to be completed by mid-2024.
- Facilitated a number of text amendments to modernize the Village's Municipal Code, including: (a) requirements for electric vehicle (EV) charging stations for new commercial buildings, (b) prohibiting short-term rentals in the Village, and (c) adding Data Centers as a specifically permitted use in most office and all manufacturing zoning districts.
- Secured \$244,800 in grant funding from the *State Planning and Research* (SPR) program. The funding will assist in completing the Village's first Comprehensive Multimodal Transportation Plan (including an update to the 2010 Bicycle Plan).

PLANNING & TRANSPORTATION

Village of Hoffman Estates

- Advanced the Phase I engineering design of the Hassell Road Pedestrian and Bicycle Enhancement project. The Village received \$1.74 million in grant funding from the *Illinois Transportation Enhancement Program* (ITEP) to assist with the project which will provide safety and connectivity enhancements for pedestrians, cyclists and transit users utilizing the Pace Barrington Road Transit Station and accessing nearby employment, shopping, and other destinations. This improvement project is identified as an implementation step of the Barrington Road I-90 Sub Area Plan.
- Advanced efforts to improve utilization of the Village's Geographic Information System (GIS). Division staff worked with General Government and IT staff to expand access to existing data layers in an effort to update data more efficiently and improve mapping tools for internal and external communication efforts.

Goals, Objectives and Performance Measures

Create a thriving and vital local economy with a strong blend of retail, clean-industrial, commercial and residential properties.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Economic Development	Ensure a minimum of 65% of site plan cases are reviewed through the administrative or staff review process, allowing the Planning and Zoning Commission to focus on more unique projects	Percent of site plan cases reviewed by administrative staff members	33%	18%	45%	65%
	Continue to promote development or redevelopment of underutilized properties in the Village by effectively processing all new development requests within 105 days of receipt	Percent of site plans processed within 105 days of receipt	100%	100%	100%	100%

PLANNING & TRANSPORTATION

Village of Hoffman Estates

Cooperate with local, regional, state and national agencies to identify and implement initiatives to improve all modes of public transportation, including bicycle and pedestrian travel, throughout the Village.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Transportation	Promote awareness and increase registrations of the Taxi Coupon Discount Program for individuals that live and work in the Village	Percent of increased registered participants from previous year	9%	3%	1%	2%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	340,507	418,710	441,830	452,800	8.1%
Employee Benefits	191,977	201,780	206,570	198,100	-1.8%
Misc. Employee Expenses	1,486	3,170	3,720	5,460	72.2%
Commodities	1,680	2,100	1,920	2,270	8.1%
Contractual Services	51,222	216,500	73,990	258,090	19.2%
Cost Allocation	(57,033)	(48,000)	(48,000)	(48,000)	0.0%
Total	529,839	794,260	680,030	868,720	9.4%

Budget Highlights

Salaries & Wages

The 8.1% increase is due to annual salary increases.

Employee Benefits

The 1.8% decrease is the result of minor changes in employee benefits.

Misc. Employee Expenses

The 72.2% increase is due to an increase in cost for staff trainings, membership dues, and miscellaneous subscriptions.

Commodities

The 8.1% increase is due to increases in costs for existing and new annual reference documents.

Contractual Services

PLANNING & TRANSPORTATION

Village of Hoffman Estates

The 19.2% increase is due to professional services needed for the planned Zoning and Development Code update and Multimodal Transportation Plan projects as well as an increase in IT User Charges.

Description

The Code Enforcement Division is responsible for ensuring compliance with all Village codes relating to building construction, property maintenance, environmental health regulations, and zoning requirements in order to safeguard and protect the health, safety and general welfare of the residents of Hoffman Estates. The Division performs this responsibility by managing the building permit and inspection process, health inspections, the rental housing registration and inspection program, property maintenance inspections, and other activities. Division staff also assist with many of the unusual and varied requests that are presented at the front counter and funds one-half of the Customer Service Representative salaries.

	2021	2022	2023
FTE's – Full Time	13.65	14.15	14.05
FTE's – Part Time	1.59	1.59	1.59

2022 Accomplishments

- While issued building permits have seen a slight decrease from 2021, building inspection activity has seen a 15% increase compared to 2021. Permit revenues for 2022 are on pace to see a significant increase from budgeted forecasts due to several large projects.
- The Building staff diligently managed multiple technical plan reviews and inspections of significant commercial projects including, Microsoft, Seasons at Hoffman Estates apartments, the Eagle Way speculative warehouse, multiple Bell Works build-outs, the HomeGoods addition and build-out, BP redevelopment, BMO redevelopment, Crumbl Cookies, Five Below relocation and build-out, and the Stonegate Banquet & Conference Centre addition.
- Division staff has continued to play a key role in the Bell Works redevelopment project. Due to the age and layout of the building, many unique challenges arise requiring expert technical analysis provided by division inspection and review staff. It is anticipated that staff will continue to have a significant presence of the redevelopment with new tenants, housing, and overall site development.
- The Rental Housing Registration and Inspection Program continued with the number of registered owners slightly over 1,900. Staff utilizes DACRA software to generate citations electronically, allowing for increased efficiency. Code Enforcement staff remains vigilant to seek and educate property owners when a non-registered rental is found.
- During 2021, Code Enforcement addressed and resolved a number of complex property maintenance cases, including commercial properties and hotels. Diligent coordination between Code, Planning, and Engineering staff allowed for effective enforcement on cases. Staff transitioned the enforcement tracking process into the new Community Development software, which allowed Code Officers to be more productive in the field by searching and entering cases remotely. Most residential cases involved drainage and interior and exterior maintenance issues, while the majority of commercial cases pertained to pavement condition, dumpster enclosures, landscaping, work without permits, etc.

- In August 2022, the division hired a new Permit Services Technician. This has been a long-needed position for coordination tasks of the division, as well as the overall department. Filling this position has allowed for improved customer service through permitting by providing residents and businesses with a dedicated technical staff resource.
- Code Enforcement is projected to complete its 6-year cycle of updating the building codes by the end of 2022. This includes review and adoption of the 2021 International Codes and 2020 National Electric Code.
- Health Inspections continued at full operation following prior year's reduced inspection schedule, which was due to the COVID-19 pandemic. The Village Health Officer has remained proactive with updated guidance from State and Federal levels in order to ensure best practices and overall food safety. The Health Officer also routinely visited restaurants and daycares to provide guidance on changes to operations and has used 2022 as a teaching year to remind businesses of best practices after COVID-19.
- The department went live with the new Community Development permitting and tracking software in December, 2021. Division staff has made tremendous progress with the program's utilization and has increased efficiency in permit processing, review, and issuance by over 20%. Staff undertook a large effort to create and test the public online portal, eTRAKiT. The portal will allow applicants and residents to submit, communicate, print permits, and pay fees. Staff is expecting to have a soft roll-out in late 2022 and full launch of the public portal and Permitting, Code Enforcement, and Projects modules in early 2023. Several other key technology projects are also underway, including converting all closed building permits into Laserfiche archive storage.

CODE ENFORCEMENT

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability, and increase accessibility and convenience to residents and businesses.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Ensure 95% of building permit applications are processed within 10 days	Percentage of permits processed	98%	98%	98%	95%

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable health and wellness services.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Conduct 95% of building inspections within 24hrs of notice	Percentage of inspections conducted within 24 hours of notice	98%	98%	97%	95%
	Conduct annual health inspections for 100% of all commercial occupancies	Percent of annual health inspections	100%	100%	100%	100%
	Conduct 95% of property maintenance inspections within 24hrs of notice	Percentage of inspections conducted within 24 hours of notice	98%	98%	97%	95%
	Conduct 100% of inspections for registered residential rental properties	Percentage of residential rental properties inspected	88%	100%	100%	100%

CODE ENFORCEMENT

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	1,030,090	1,125,010	1,085,140	1,191,790	5.9%
Employee Benefits	478,166	498,570	491,380	479,310	-3.9%
Misc. Employee Expenses	7,714	11,780	11,780	18,530	57.3%
Commodities	6,467	9,850	7,600	7,400	-24.9%
Contractual Services	71,705	106,920	93,080	105,700	-1.1%
Total	1,594,142	1,752,130	1,688,980	1,802,730	2.9%

Budget Highlights

Salaries & Wages

The 5.9% increase is due to annual compensation increases.

Employee Benefits

The 3.9% decrease is due to a decrease in IMRF contribution costs.

Miscellaneous Employee Expenses

The 57.3% increase is related to the expansion and reinstatement of items such as continuing education opportunities for staff training and certification testing.

Commodities

The 24.9% decrease is due to the reduction of paper building permit applications and permit envelopes caused by the transition to electronic permitting.

Contractual Services

The 1.1% decrease is due to IT department user charges reduced in the division.

Description

The Engineering Division is responsible for the planning, design, construction, and operation of various components of the Village infrastructure system. Responsibilities include: review of commercial and residential site plans, private and public construction inspections, traffic engineering studies and investigations, review of traffic impact analyses prepared for new development, monitor traffic operations and coordination with other agencies for local and regional projects, and seek funding opportunities. The Division also directs project design, inspection services, and all project management for Village projects such as the annual street revitalization project, sidewalk improvements, drainage improvements, crack sealing, and utility projects. The Division consists of eight full time and one part time position. Coordination with other Village Departments such as Public Works, Police, as well as the Planning Division occurs on a regular basis to accomplish the tasks managed by Division staff.

The Division has a number of projects which are managed in house. Examples include the annual street revitalization project, administration of the Stormwater Utility Fee program, Community Rating System, floodplain management, IEPA General Storm Water Permit, annual pavement ratings, preparation of grant applications for transportation and storm water projects, site development review and construction inspection among many others. Most of these projects require a significant level of coordination with other agencies such as IDOT, Cook County, the Illinois Tollway, Pace Suburban Bus, Regional Transportation Authority, MWRD, IEPA, and others.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	8.00	8.00	8.00
FTE's – Part Time	1.35	1.35	1.35



2022 Accomplishments

- The 2022 Street Revitalization project completed reconstruction of nine streets plus resurfacing of another twenty-two street segments. Two resurfacing segments will be completed in 2023.
- Design engineering, being funded in large part through an *Invest in Cook* grant as part of the County's transportation program, for a new separated bicycle path on Beverly Road as well as resurfacing from Prairie Stone Parkway to Beacon Pointe Drive is ongoing.
- Completion of the 2022 preventative maintenance contract which provided surface patching to eight streets and crack sealing to an additional twenty street segments.
- Design engineering and construction were completed on the Arizona Boulevard Storm Sewer Replacement Project. A \$300,000 DCEO grant was utilized for a portion of the construction funding.
- Completed design engineering and construction of the Eagle Way Sewer Replacement Project in coordination with the Microsoft Data Center development.
- Concept level analysis and cost estimating completed for future Village Collector street light project. Request for Proposal for engineering services was issued and preliminary engineering work is underway in preparation for future implementation.
- Received approval for STP-L funding in the amount of \$3,142,500 for future improvements on Beverly Road, Hassell Road, and Jones Road
- Completed over 65 residential drainage investigations.
- Completed over 325 building permit reviews and more than 475 building permit inspections.

Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding and implementation of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks and stormwater management projects.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Continue to Improve Village infrastructure including the design and implementation of stormwater management system by completing 11% of the identified stormwater rehabilitations projects per year	Percent of stormwater projects completed per year	12%	12%	12%	11%

Maintain and improve the Village's infrastructure, including designing, funding and implementing of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks and stormwater management projects.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Complete 100% of Annual Street Projects to the surface layer by the end of the year	Percent of annual street projects completed to surface layer	100%	100%	94%	100%
	Respond to 100% of drainage inquiries within 10 working days	Percent of inquiries responded to within 10 working days	100%	100%	100%	100%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	761,123	816,720	736,760	837,530	2.5%
Employee Benefits	327,567	317,540	304,780	302,360	-4.8%
Misc. Employee Expenses	2,236	5,400	5,065	6,800	25.9%
Commodities	2,820	4,800	4,525	4,300	-10.4%
Contractual Services	186,045	95,010	169,130	202,810	113.5%
Capital Outlay	17,474	19,540	19,740	19,370	-0.9%
Total	1,297,265	1,259,010	1,240,000	1,373,170	9.1%

Budget Highlights*Salaries & Wages*

The 2.5% increase is related to an increase in part-time employee hours and annual salary increases.

Employee Benefits

The 4.8% decrease is due a decrease in IMRF expenses.

Misc. Employee Expenses

The 25.9% increase is due to increased training and professional dues and membership fees

Commodities

The 10.4% decrease is related to a reduction in printing and binding expenses.

Contractual Services

The 113.5% increase is due to contractual employee assistance.

Capital Outlay

The 0.9% decrease is related to a reduction in department equipment expenses.

ECONOMIC DEVELOPMENT

Village of Hoffman Estates

Description

The Economic Development Division is responsible for improving the wealth of the local economy through business attraction and retention; workforce development; real estate development and marketing. The Division seeks to enhance the community through increased livability and new development. Over the past couple of years, efforts focused on sustainability of the high tech industrial manufacturing sector including data centers, and the redevelopment of large suburban office campuses like the former AT&T campus into Bell Works Chicagoland and the former Sears Campus.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	2.30	2.30	2.29



2022 Accomplishments

- After nearly 16 months of research, interviews, survey, data analysis, drafting and review, the division finalized the Economic Development Strategic Plan which will be a guiding document for the next three to five years.
- Worked with the Department and Legal to facilitate the creation of the Stonington & Pembroke TIF to bring about redevelopment of the properties along Stonington, Pembroke and Hassell Roads. This TIF will assist in bringing about the vision set forth in the I-90/Barrington Road Interchange sub-area plan, approved in 2021, to better utilize the land around the interchange and Pace Park-and-Ride facility, as well as spur private investment into an older industrial area of town.
- Continued to promote Bell Works Chicagoland by organizing several tours and public events on The Square at Bell Works including an Economic Development Business Appreciation Happy Hour, a Bisnow State of the Suburban Office conference and a Next Level Northwest annual gala to

ECONOMIC DEVELOPMENT

Village of Hoffman Estates

promote the development. Also engaged in marketing activities to assist new leases into the Metroburb.

- Worked to promote the former Sears Campus as it went on the market for sale this year.
- Attended several tradeshow and networking events again including the ICSC Las Vegas and Chicago shows, two ICSC Next Gen Leadership Network events, the International Manufacturing Technology Show, the Bisnow Midwest Data Center conference, Real Estate Journal events, and more.
- Continued the Business Retention program to connect with the major businesses in town.
- Managed all 6 TIF districts including budgeting and reviewing multiple TIF reimbursement requests by developers.
- Created the first marketing and advertising plan for Hoffman Estates economic development to attract new investment to the community.
- Continued to serve on several on the Hoffman Estates Chamber of Commerce Board and as chair of the Chamber Membership Committee.
- Sponsored and participated with the Golden Corridor Advanced Manufacturing Partnership, a non-profit organization, to promote manufacturing workforce development in the local high schools and community colleges.
- Sponsored and participated with Next Level Northwest, a regional business accelerator aimed at helping stage two companies grow and expand in the northwest suburbs. The non-profit organization works to help businesses grow to the next level through thoughtful coaching expertise and long-term company planning. Hoffman Estates assisted two companies, CPATAX Services and Tri-Modern Health go through the program in 2022.
- Assisted the Economic Development Commission to host several events throughout the year including two CEO Breakfast Roundtable Discussions, a business appreciation event, and two broker tours – one for residential realtors and one for commercial brokers.
- Worked with the Tourism Department to create “Hoffman Highlights” videos promoting the retail, service, hospitality and restaurant industries in Hoffman Estates.
- Assisted the Arts Commission to host several events, such as the Summer Sounds on the Green, an historical speaker, Cup of Casey, a singing and a photography workshop, and more.
- Worked with Legal to draft an amendment to the RDA for the reconstruction of the 54” stormsewer pipes along Higgins Road in the Roselle Road TIF.
- Worked with Corporation Counsel to complete a sales tax sharing agreement with the shopping center to bring Homegoods into the former World Market space at Rt. 59 and Rt. 72.

ECONOMIC DEVELOPMENT

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Promote the development of available properties to create a thriving local economy; update the Comprehensive Plan; undertake area plans for the Entertainment District and the I-90/Barrington Road Interchange area; support the redevelopment of the AT&T campus into a "Metroburb." Continue to redevelop Hoffman Plaza and encourage continued investment in other shopping centers.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Economic Development	Promote development and redevelopment through private and public expenditures within TIF districts and the Enterprise Zone	Number of projects within the TIF and Enterprise Zone districts	3	3	4	5

Create a thriving and vital local economy with a strong blend of retail, clean-industrial, commercial and residential properties.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Economic Development	Foster a strong ongoing connection with existing businesses by conducting formal visits to at least 10 Village businesses each year and holding 2 CEO Roundtable Events	Number of formal visits to Village Businesses/ Number of business roundtable events	4	6	4/2	10/2
	Continue to recruit retail businesses to maintain an occupancy rate of 88% or above throughout the year	Percent of retail occupancy rate within the Village	87.6%	82.2%	95.4%*	95%
	Continue to recruit office/industrial businesses to increase the occupancy rate to 75% by the end of the year	Percent of office/industrial occupancy rate within the Village	70%	59.24%	80%*	85%
	Attract at least 2 industrial projects by the end of the year	Number of new industrial projects	0	1	1	2

*Switched from the Village of Hoffman Estates data to CoStar data.

ECONOMIC DEVELOPMENT

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	207,305	218,790	221,880	282,990	29.3%
Employee Benefits	100,696	103,030	103,840	108,520	5.3%
Misc. Employee Expenses	6,327	33,600	22,990	35,530	5.7%
Commodities	595	5,750	5,820	6,370	10.8%
Contractual Services	1,145,489	1,194,410	1,299,710	774,660	-35.1%
Cost Allocation	(43,950)	(46,490)	(47,640)	(51,250)	10.2%
Total	1,416,463	1,509,090	1,606,600	1,156,820	-23.3%

Budget Highlights

Salaries & Wages

The 29.3% increase is due to the addition of an Economic Specialist position to be filled mid-year.

Misc. Employee Expenses

The 5.7% increase is due to rising costs of travel and the addition of new conferences to be in line with the new economic development strategic plan.

Commodities

The 10.8% increase reflects additional funds for digital subscriptions to Chicago area media publications.

Contractual Services

The 35.1% decrease is due to the expiration of the Poplar Creek Crossing Shopping Center property and sales tax incentives. These incentives were provided when the center opened in 2007 and expired 15 years later in 2022.

Cost Allocation

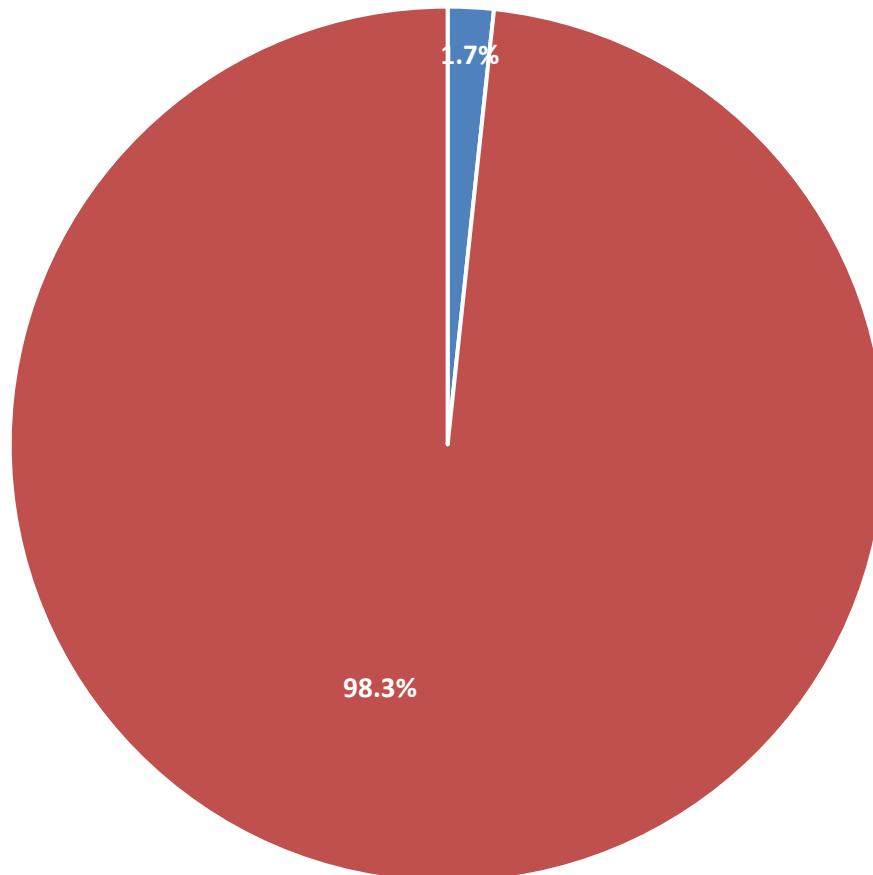
Cost Allocations are payments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as an expenditure in the reimbursing fund and a reduction of expenditures in the reimbursed fund. Shown above is an increase of expenses that pertain to the water billing function of the Village. These expenses are then being shown in the Water Billing Division in the Water & Sewer Fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

HEALTH & HUMAN SERVICES DEPARTMENT

The Health and Human Services Department provides the following services: immunizations, health screening, counseling services and community education. The Department's mission is to serve the community by providing high quality preventative health and mental health services via coordination with Village departments and community partners. There are no divisions within this department.

Total Budget	\$ 1,122,440
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DEPARTMENT EXPENDITURES TO GENERAL FUND EXPENDITURES



■ Health and Human Services ■ General Fund

HEALTH & HUMAN SERVICES

Village of Hoffman Estates

Description

The Department of Health and Human Services (HHS) provides affordable and accessible healthcare for the residents and employees of Hoffman Estates. The Department's mission is to serve the community by providing high quality preventative health and mental health services via direct community service, community outreach, collaboration with community partners, and coordination of services with Village Departments. Through these collaborative relationships, which include healthcare providers, schools, and social service agencies, HHS is able to provide needed care to members of the community.

Staff for HHS includes three full-time Clinical Psychologists, two part-time Registered Nurses, two full-time paid doctoral interns, one part-time clinical supervisor, and five part-time unpaid externs. Administrative support is provided by one full-time Administrative Assistant and one part-time Medical Records Clerk. The department's program and services include: infant and child immunizations, adult and senior health clinics and immunizations, individual counseling, family counseling, couples counseling and psychological assessments. Community based services include: prevention and educational programming, as well as community outreach programs. Additional activities include providing supervision and training for graduate level Clinical Psychology students and advance degree nursing students.

	2021	2022	2023
FTE's – Full Time	5.00	5.50	6.50
FTE's – Part Time	2.38	2.53	2.30



2022 Accomplishments

- Given the increase in demand and severity of presentation for mental health services, HHS continued to provide in-person and telehealth services for mental health counseling. Clinical psychology staff provided 3,315 hours of therapy services. Therapy services include individual therapy for adults and children, couples therapy, family therapy and intake sessions. Clinical psychology staff completed 4 psychological testing batteries.
- HHS vaccine clinics for the community continued to be provided by appointment for residents. Nursing staff administered 4,063 antigens for youth and adults, 900 preventive health screens (blood pressure, hemoglobin, glucose, antibody analysis, cholesterol), and 848 preschool vision and hearing screens. Nursing staff provided 443 hours of health consultation to community members.
- Health and Human Services partnered with the Police Department to welcome Police Social Worker Nataly Correa. Psychological staff in conjunction with the Police Social Worker provided 413 hours of crisis intervention to the community including assisting residents who are facing homelessness, resources, coordination into substance abuse programming, as well as assisting families who are facing domestic violence, trauma, grief, financial hardship and physical and mental health issues.
- Assisted 57 residents with financial assistance through the Salvation Army Extension program and assisted 23 individuals with signing up for the Nicor Gas Sharing program. Assisted residents with 72 pieces of medical equipment through the Lending Closet program.
- HHS developed and continued several successful programs and partnerships including: School District 54 CAP program to provide counseling services for underserved families, Higgins Education Center/Hoffman Opportunity Center resource sharing, local elementary, junior high, and high school community resource fairs and collaboration on provision of services, presentations for the Hoffman/Schaumburg Rotary, Ascension Health, Oak Street Health, Northwest Municipal Nurses, Harper College Advisory Board, partnership with Schaumburg Township District Library Hoffman Estates Branch and provided professional workshops on Managing Grief, Self-Compassion, and Positive Parenting at local churches including Harvest Bible Church, St. Hubert's Domestic Violence Ministry, and Church of the Cross.
- HHS developed several community outreach programs to raise awareness and build support in the community. Programs included: Workshop on Child and Adolescent Mental Health and Gaming at the Park District's e-sports center, two workshops for the community on Self-Compassion, a workshop and a visual media presentation on Minority Stress and Mental Health, an interactive event with presentations and art exhibits to honor Holocaust Remembrance Day, a

HEALTH & HUMAN SERVICES

Village of Hoffman Estates

workshop for Safe Dating and Healthy Relationships for teens, and a Pride Month celebration and interactive evening of art to raise awareness about mental health resources.

- Health and Human Services hosted community health events throughout the year. Staff coordinated a Women's Health Day and a Men's Health Day to provide services and screenings for the community, including offering Covid-19 booster immunizations. HHS staff coordinated a mobile dental clinic for children and adolescents.
- HHS hosted the sixth annual Holiday Giving Tree Program. Families in need are identified and paired with employees and community members who provide gifts for the holidays.
- HHS continues to develop and implement services for Village Employees. In 2022, HHS implemented a new 6 week Employee Fitness Challenge *Feel Like a Million*, Flu Shot Clinics, a 3 week October Walking Challenge, and hosted 2 Employee Blood Drives which included COVID-19 antibody testing.

Goals, Objectives and Performance Measures

Ensure the health, welfare and safety of Village residents and businesses through provision of excellent public safety services, including EMS, fire, police and emergency management, as well as affordable physical and mental health and wellness services.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Public Safety	Promote affordable prevention services for adults by providing adult health clinics which offer vaccines and preventative screenings	Number of preventative health screenings and antigens administered for adults	778	1,496	1,413	1,455
	Promote child wellness to ensure immunization completion rate	Number of antigens administered to children	1,615	2,239	2,650	2,444
	Promote psychological assessment and treatment to the community	Number of mental health treatment sessions held	3,168	3,031	3,315	3,173

HEALTH & HUMAN SERVICES

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	512,533	596,340	584,620	698,910	17.2%
Employee Benefits	199,448	231,900	228,060	262,840	13.3%
Misc. Employee Expenses	7,050	9,210	8,830	8,660	-6.0%
Commodities	27,472	66,410	55,860	63,540	-4.3%
Contractual Services	107,155	69,900	61,870	88,490	26.6%
Total	853,658	973,760	939,240	1,122,440	15.3%

Budget Highlights

Salaries & Wages

The 17.2% increase is due to the department restructuring to include a full time staff psychologist and annual salary increases.

Employee Benefits

The 13.3% increase is due to corresponding increases in salaries.

Misc. Employee Expenses

The -6.0% decrease is due to licensure fees that occur bi-annually and training.

Commodities

The -4.3% decrease is due to decrease in materials for COVID-19 vaccine clinics.

Contractual Services

The 26.6% increase is due to an increase in professional services and Employee Wellness budgeted items.

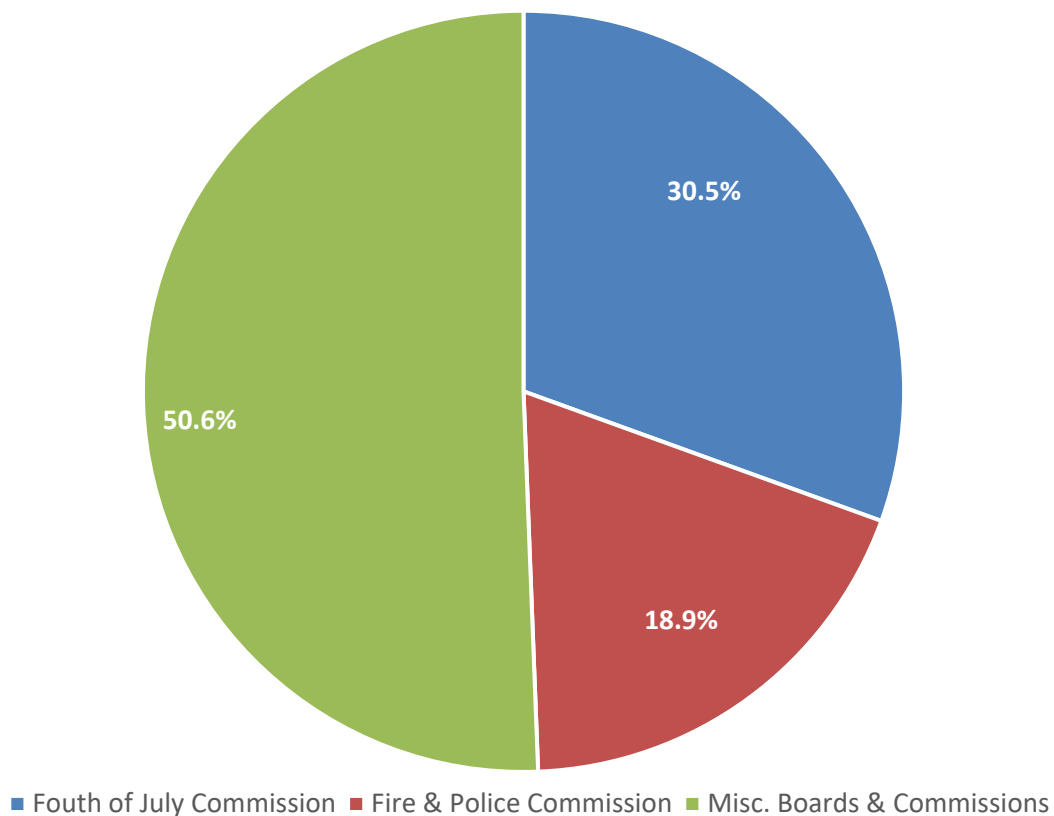


BOARDS & COMMISSIONS

Boards & Commissions consists of the Fourth of July Commission, Fire & Police Commission and Miscellaneous Boards & Commissions, which is comprised of sixteen volunteer commissions. Each board and commission represents an opportunity for residents to volunteer their time and play an active role in their community.

Total Budget	\$595,310
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Annual Expenses by Commission



BOARDS & COMMISSIONS

Annual Expenses by Commission

Commission	2021 Actual	2022 Budget	202 Estimate	2023 Budget	% Change
Fourth of July Commission	29,456	155,070	160,180	181,750	17.2%
Fire & Police Commission	44,480	102,040	89,670	112,260	10.0%
Misc. Boards & Commissions	191,952	258,750	238,360	301,300	16.4%
Total	265,888	515,860	488,210	595,310	15.4%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	50,848	65,230	64,230	66,250	1.6%
Employee Benefits	35,723	36,960	36,980	37,630	1.8%
Misc. Employee Expenses	375	1,580	380	1,580	0.0%
Commodities	144	1,250	400	400	-68.0%
Contractual Services	178,797	410,840	386,220	489,450	19.1%
Total	265,888	515,860	488,210	595,310	15.4%

FOURTH OF JULY COMMISSION

Village of Hoffman Estates

Description

This Commission plans and conducts the annual Village celebration for the Fourth of July, the Northwest 4th Fest. The celebration includes entertainment, food, fireworks, a carnival, and a parade.



Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Contractual Services	29,456	155,070	160,180	181,750	17.2%
Total	29,456	155,070	160,180	181,750	17.2%

FIRE & POLICE COMMISSION

Village of Hoffman Estates

Description

The Fire and Police Commission consists of three civilians appointed by the Village Board. This commission is responsible for administering Fire and Police entry-level testing and promotional testing for Police Sergeant, Police Lieutenant, Fire Lieutenant and Fire Captain. In addition, the commission is also responsible for conducting disciplinary hearings.

2022 Accomplishments

- Hired six new probationary police officers in 2022.
- One Police Lieutenant and two Police Sergeants were promoted in 2022.
- The Fire Department hired five probationary firefighter paramedics in 2022.
- The Fire Department promoted 1 Battalion Chief and 1 Captain during 2022.

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	645	12,000	11,000	2,000	-83.3%
Employee Benefits	49	290	220	150	-48.3%
Misc. Employee Expenses	375	1,580	380	1,580	0.0%
Commodities	107	400	300	300	-25.0%
Contractual Services	43,304	87,770	77,770	108,230	23.3%
Total	44,480	102,040	89,670	112,260	10.0%

Budget Highlights

Salaries

The 83.3% decrease is due to the elimination of Overtime Wages - Fire.

Employee Benefits

The 48.3% decrease is due to a reduction in Medicare expenses.

Contractual Services

The 23.3% increase is due to the addition of testing of Police Lateral transfer candidates.

MISCELLANEOUS BOARDS & COMMISSIONS

Village of Hoffman Estates

Description

The Miscellaneous Boards and Commissions include all of the commissions, with the exception of the Fourth of July and Fire and Police Commissions. This division accounts for the various commission's costs, as well as the Boards and Commissions Secretary.

	2021	2022	2023
FTE's – Full Time	1.00	1.00	1.00



MISCELLANEOUS BOARDS & COMMISSIONS

Village of Hoffman Estates

Annual Commission Budgets

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Sister Cities	11,472	20,360	12,790	20,790	2.1%
Commission for Seniors	2,756	20,410	5,210	20,410	0.0%
Youth	4,105	4,650	1,600	7,000	50.5%
Emerging Technologies	12	100	100	100	0.0%
Historical Sites	459	1,450	800	1,750	20.7%
Cultural Awareness	2,980	8,000	6,100	8,000	0.0%
Arts	24,448	34,710	34,560	45,750	31.8%
Utilities	-	250	250	250	0.0%
Sustainability	96	140	90	540	285.7%
Local Historian	-	100	100	100	0.0%
Celebration	13,758	13,850	26,450	27,800	100.7%
Economic Development	624	2,000	1,500	5,000	150.0%
Comm. for the Disabled	1,619	4,950	1,700	4,950	0.0%
Celtic Festival	12,050	15,000	15,000	15,000	0.0%
Platzkonzert Commission	31,578	41,900	41,900	41,900	0.0%
Total	105,957	167,870	148,150	199,340	18.7%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	50,203	53,230	53,230	64,250	20.7%
Employee Benefits	35,674	36,670	36,760	37,480	2.2%
Commodities	37	850	100	100	-88.2%
Contractual Services	106,037	168,000	148,270	199,470	18.7%
Total	191,952	258,750	238,360	301,300	16.4%

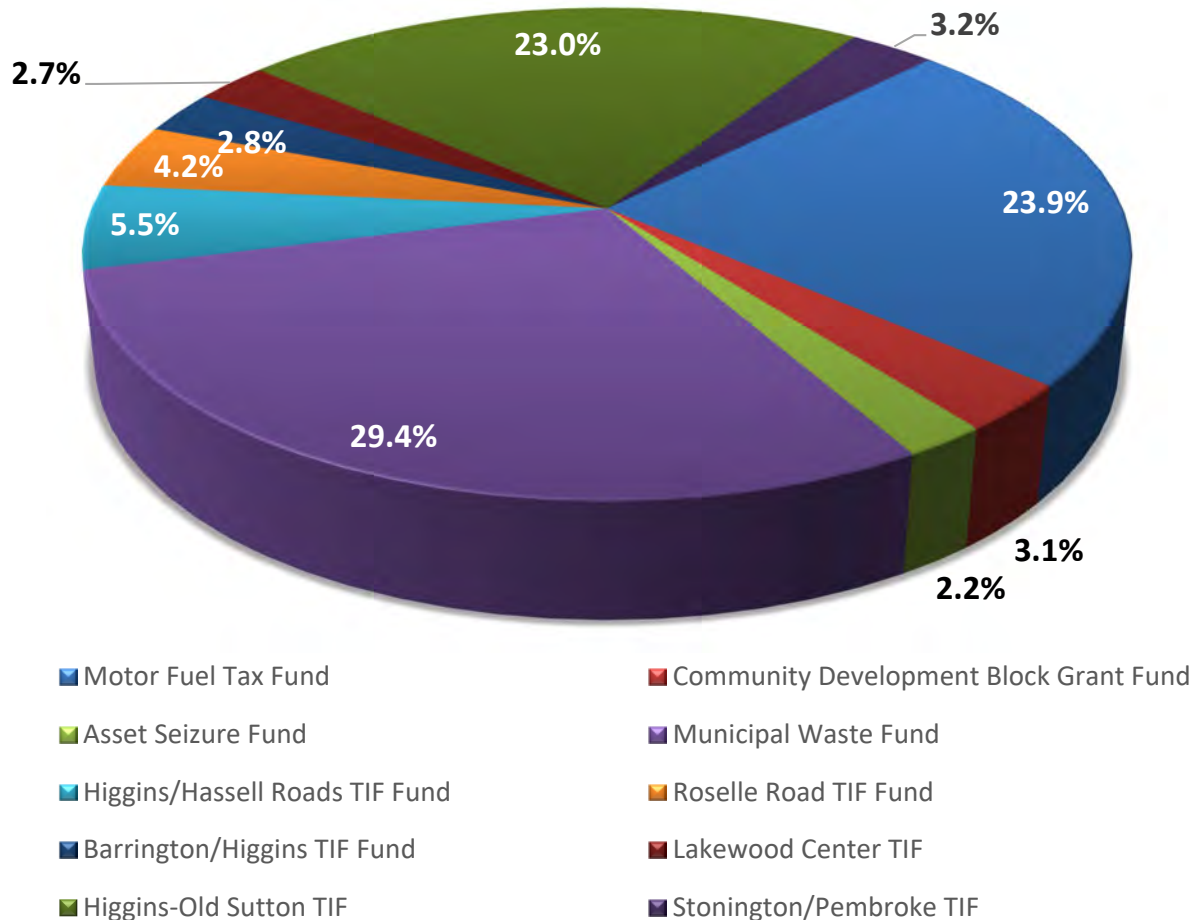
SPECIAL REVENUE FUNDS

Special Revenue Funds include the following funds: Motor Fuel Tax Fund, Community Development Block Grant Fund, Asset Seizure Fund, Municipal Waste System Fund, Roselle Road TIF Fund, Higgins Hassell TIF Fund, Barrington Higgins TIF Fund, Lakewood Center TIF Fund, Higgins-Old Sutton TIF and Stonington Pembroke TIF. These funds are defined as those used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specified purposes.

Total Budget

\$10,993,730

Annual Expenses by Fund



MOTOR FUEL TAX FUND

Village of Hoffman Estates

Description

The Motor Fuel Tax (MFT) Fund accounts for resources received from the MFT allotments the Village receives monthly from the Illinois Department of Transportation. These funds are used for road improvements and street light installations.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
MFT Allotments	2,095,665	2,060,000	2,025,000	1,985,000	-3.6%
Rebuild IL Funds	1,140,028	1,140,000	1,140,000	-	-100.0%
Investment Earnings	176	-	2,500	1,250	N/A
Total Revenues	3,235,870	3,200,000	3,167,500	1,986,250	-37.9%
Expenditures					
Contractual Services	122,095	120,000	120,000	130,000	8.3%
Transfers Out	3,285,106	2,890,000	2,890,000	2,495,000	-13.7%
Total Expenditures	3,407,201	3,010,000	3,010,000	2,625,000	-12.8%
Net Revenues over Expenditures	(171,331)	190,000	157,500	(638,750)	-436.2%

Budget Highlights

MFT Allotments

The 3.6% decrease is based on regional projections.

Rebuild IL Funds

New temporary funding that began in FY2020. The Village received a total of six allotments of approximately \$570,000 ending in FY2023.

Transfers Out

The 13.7% decrease is due to the reduced amount of Rebuild IL funds available compared to FY2022.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Village of Hoffman Estates

Description

Community Development Block Grant (CDBG) funding is provided to the Village from the US Department of Housing and Urban Development (HUD). To ensure compliance with the Village's five-year CDBG Consolidated Plan, HUD requires the Village to complete an Annual Action Plan stipulating how funding will be spent. The Village's CDBG program year runs from October 1 through September 30.

A total of \$45,400 is budgeted for administrative costs for the current program year, reflecting the maximum amount allowed by HUD (20%). Most of this funding reimburses the Village for staff time to manage the program, and remainder is utilized for publication, mailing, and other administrative costs.

In 2020, the Village was allocated a total of \$433,435 in funds stemming from the Federal CARES Act to respond to the COVID-19 Pandemic and its related economic impacts. The first allocation was for \$145,053 (CDBG-CV1), and the second was for \$288,382 (CDBG-CV3). In addition to traditional HUD rules, use of these funds must have a COVID-19 relationship. The Village has a window of 3-4 years to expend such funds. Programs have been established to help social service agencies with tele-health technology, PPE, facility improvements, air quality upgrades, etc. Rental and utility assistance is also being provided to Hoffman Estates residents using these funds. These programs are expected to continue through most of 2023.

2022 Accomplishments

- Updated and submitted the Village's Annual Action Plan for Program Year 2022, setting the CDBG funding activities of the coming program year. The Annual Action Plan follows the goals and objectives set forth in the 2020-2025 CDBG Consolidated Plan, and will make use of \$227,083 of HUD grant funding.
- Allocated \$195,144 of CDBG funds toward the street rehabilitation project on Western Street as part of the Village's annual street revitalization program.
- Completed two Single Family Rehabilitation (SFR) projects, working with the Village's program administrator North West Housing Partnership (NWHP), in an amount of approximately \$34,600.
- Worked with NWHP utilizing CDBG-COVID funds to provide rental/utility assistance to assist 14 income-eligible residents in an amount of approximately \$84,000.
- Provided CDBG-COVID funds in the amount of \$100,000 to assist Clearbrook make important improvements at five CILA homes in Hoffman Estates.
- Worked with Children's Advocacy Center and Village Health and Human Services department on additional ways to expend CDBG-COVID funds.
- Replaced the former CDBG program manager with a new Community Planner who will be responsible for program manager.

COMMUNITY DEVELOPMENT BLOCK GRANT FUND

Village of Hoffman Estates

Goals, Objectives and Performance Measures

Provide municipal services in a fiscally responsible manner given current economic conditions, and continue to be a leader in legislative advocacy to protect local government revenue streams and opposed unfunded mandates						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Fiscal Responsibility	Ensure Community Development Block Grants are properly allocated to maintain a fund balance of 1.5 or less	Grant funding ratio	1.49	1.24	1.46	1.5

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Grant Revenue	267,244	643,000	546,030	343,000	-46.7%
Reimbursements	31,599	-	46,970	-	N/A
Total Revenues	298,843	643,000	593,000	343,000	-46.7%
Expenditures					
Salaries & Wages	30,421	-	-	-	N/A
Employee Benefits	6,047	-	-	-	N/A
Contractual Services	49,873	345,000	345,000	75,000	-78.3%
Capital Outlay	-	50,000	-	20,000	-60.0%
Operating Transfers	165,905	200,000	200,000	200,000	0.0%
Cost Allocation	57,033	48,000	48,000	48,000	0.0%
Total Expenditures	309,278	643,000	593,000	343,000	-46.7%
Net Revenues over Expenditures	(10,435)	-	-	-	0.0%

ASSET SEIZURE FUND

Village of Hoffman Estates

Description

The Asset Seizure Accounts consist of funds awarded to the Police Department by the courts relating to monies seized in conjunction with narcotic arrests and seizures. We have one patrol officer assigned to the Department of Treasury, United States Customs Service. The officer participates in a Narcotics Task Force.

2022 Accomplishments

- Our assigned officer and K9 work in an undercover capacity with the Department of Homeland Security. Fali and her handler have seized over \$2 million in drug-related currency in 2022.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Federal Seizures	126,503	-	234,020	-	N/A
State Seizures	2,579	-	3,950	-	N/A
Interest	161	-	210	-	N/A
Reimbursements	19,192	-	19,150	-	N/A
Miscellaneous	8,100	-	-	-	N/A
Total Revenues	156,535	-	257,330	-	N/A
Expenditures					
Misc. Employee Expenses	15,290	8,500	390	500	-94.1%
Contractual Services	8,467	6,100	4,000	79,000	1195.1%
Commodities	-	3,500	3,500	3,500	0.0%
Capital Outlay	3,850	3,500	3,500	3,500	0.0%
Transfers Out	418,424	166,880	166,880	155,000	-7.1%
Total Expenditures	446,031	188,480	178,270	241,500	28.1%
Net Revenues over Expenditures	(289,496)	(188,480)	79,060	(241,500)	28.1%

For FY2023, the Village is no longer anticipating funds to be received from the Federal or State governments. Any monies received will be recorded as revenue upon receipt. Along with that, the Village has re-allocated the budget for the officer assigned to the Asset Seizure program.

MUNICIPAL WASTE SYSTEM FUND

Village of Hoffman Estates

Description

The Municipal Waste System Fund accounts for the Village's garbage collection program. The primary revenue source for this fund is the garbage fees paid by residents. On January 1, 2004, the Village switched from the former pay-as-you-throw method to a flat fee alternative. The Village has absorbed the annual \$0.25 rate increase since 2005. In 2020, the Village renegotiated a new contract with our garbage hauler that will be effective through 2025. At the same time, a new commercial garbage contract was established.

	2021	2022	2023
FTE's – Part Time	.88	.88	.88



Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Charges for Services	2,756,754	2,917,740	2,866,640	2,902,290	-0.5%
Investments Earnings	109	-	80	50	N/A
Miscellaneous	241,730	196,180	211,970	214,290	9.2%
Total Revenues	2,998,593	3,113,920	3,078,690	3,116,630	0.1%
Expenditures					
Salaries	39,507	41,600	41,530	43,630	4.9%
Employee Benefits	22,723	22,910	22,380	22,210	-3.1%
Contractual Services	2,734,333	2,949,020	3,005,220	3,111,600	5.5%
Transfers Out	50,000	50,000	50,000	50,000	0.0%
Total Expenditures	2,846,564	3,063,530	3,119,130	3,227,440	5.4%
Net Revenues over Expenditures	152,029	50,390	(40,440)	(110,810)	-319.9%

Description

The Roselle Road TIF Fund was created in 2003 to account for the project costs and resources related to the Golf/Higgins/Roselle Roads Tax Increment Financing (TIF) District. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. The TIF expires in 2026.

2022 Accomplishments

- Progress continues on TIF goals, as Village staff continued to work with the Sterling Organization on redevelopment opportunities in Hoffman Plaza Shopping Center and adjacent properties at the southeast corner of Golf and Roselle Roads. Banfield Pet Hospital finished building in their outlot while Rapid Immediate Care opened in another outlot next to Dairy Queen. Later in the year Joy Teriyaki opened a restaurant inline on the north side of the center.
- Over the summer Sterling Organization sold the center to AmCap, a shopping center owner out of Connecticut. The Village has had several initial meetings to talk further redevelopment of this area.
- The Village worked with a developer to obtain all approvals and begin stormwater improvements along Higgins Road to alleviate flooding in the TIF, including the replacement of the 54" pipes in the Hoffman Plaza area.
- The Village sold 75-85 E. Golf Road to a Popeye's Louisiana Kitchen franchisee earlier this year and construction began in the fall. The restaurant is expected to open in early 2022.
- Staff engaged in marketing activities designed to draw attention and drive investment to the Roselle Road TIF areas. These activities include but were not limited to, tradeshow, online and print publications, speaking engagements and more.

ROSELLE ROAD TIF FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	787,056	800,000	800,000	800,000	0.0%
Investment Earnings	251	-	5,500	2,000	N/A
Sale of Village Property	-	-	785,840	-	N/A
Total Revenues	787,307	800,000	1,591,340	802,000	0.3%
Expenditures					
Employee Benefits	240	680	680	680	0.0%
Professional Services	6,522	2,427,500	2,216,670	462,500	-80.9%
Total Expenditures	6,762	2,428,180	2,217,350	463,180	-80.9%
Net Revenues over Expenditures	780,545	(1,628,180)	(626,010)	338,820	-120.8%

BARRINGTON/HIGGINS ROADS TIF FUND

Village of Hoffman Estates

Description

The Barrington/Higgins Roads TIF Fund was created in 1986 to account for the project costs and resources related to the Barrington and Higgins Roads Tax Increment Financing (TIF) District. A 13 year extension to this TIF was approved in 2009. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. This TIF expired December 31, 2021 but funds for tax year 2021, payable in 2022 came in this year. The Village has outstanding obligations through redevelopment agreements with property owners so those funds will remain until the obligations are fulfilled.



2022 Accomplishments

- Ala Carte Entertainment, owners of Moretti's and Moretti's Unique events, own the former TGIFriday's and Macaroni Grill space. The Village has a redevelopment agreement with them to utilize remaining TIF funds to redevelop the latter two sites and resurface the private road throughout the properties.
- Work began on a new railing along the sidewalk by the inlet to the pond. The final rail work was delayed due to supply chain issues but completed near the end of 2022.
- The Stonegate Banquet and Conference Centre was purchased and remodeled in 2021. It reopened to events in early 2022 and has been steadily hosting events since.
- Staff engaged in marketing activities designed to draw attention and drive investment to the Barrington and Higgins TIF area. These activities include but were not limited to, tradeshow, online and print publications, speaking engagements and more.

BARRINGTON/HIGGINS ROADS TIF FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	755,540	850,000	600,000	-	-100.0%
Investment Earnings	163	-	1,750	-	N/A
Total Revenues	755,703	850,000	601,750	-	-100.0%
Expenditures					
Misc. Employee Benefits	240	240	-	-	-100.0%
Professional Services	388,910	1,467,500	311,500	308,500	-79.0%
Contractual Services	12,399	-	75,000	-	N/A
Total Expenditures	401,549	1,467,740	386,500	308,500	-79.0%
Net Revenues over Expenditures	354,154	(617,740)	215,250	(308,500)	-50.1%

Budget Highlights

Professional Services

The 79.0% decrease is due the removal of a one-time renovation incentive at the Stonegate Banquet and Conference Centre in FY2022.

HIGGINS/HASSELL ROADS TIF FUND

Village of Hoffman Estates

Description

The Higgins/Hassell Roads TIF Fund was created in 2012 to account for the project costs and resources related to the Higgins and Hassell Roads Tax Increment Financing (TIF) District that is related to the Barrington Square Town Center. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. This TIF expires in 2035.

2022 Accomplishments

- Plans to construct a Popeye's Louisiana Kitchen in an outlot between Buona Beef and McDonald's. The plans were approved by the Village but construction is expected to begin in 2023.
- Staff worked with shopping center brokers to solicit interest from multi-family developers to build on the inline pad site. Several companies were interested and the owner went under contract with the Prime Company from Kansas to build on that former Menards site with parking lot.
- Staff engaged in marketing activities designed to draw attention and drive investment to the Roselle Road TIF areas. These activities include but were not limited to, tradeshow, online and print publications, speaking engagements and more.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	440,784	450,000	450,000	450,000	0.0%
Investment Earnings	44	-	20	20	#DIV/0!
Note Proceeds	448,430	-	-	-	N/A
Total Revenues	889,257	450,000	450,020	450,020	0.0%
Expenditures					
Employee Benefits	240	680	680	680	0.0%
Contractual Services	8,761	6,390	6,390	607,890	9413.1%
Capital Outlay	448,430	-	-	-	N/A
Debt Service	217,499	-	-	-	N/A
Total Expenditures	674,929	7,070	7,070	608,570	8507.8%
Net Revenues over Expenditures	214,328	442,930	442,950	(158,550)	-135.8%

Budget Highlights

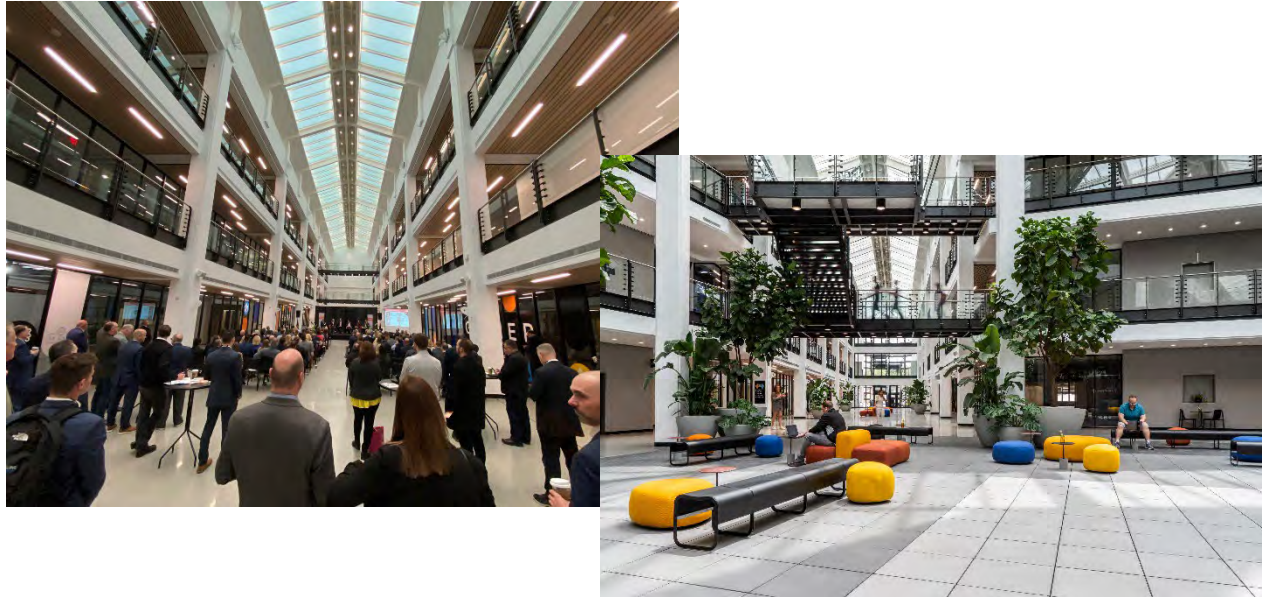
After several years of little or no TIF revenue, increment from 2016-2021 allowed payments to the Village for expenses incurred in the initial years, and a note payment to the shopping center owner, in accordance with the redevelopment agreement approved in 2013.

LAKEWOOD CENTER TIF FUND

Village of Hoffman Estates

Description

The Lakewood TIF was approved in early 2019 to provide an incentive for redevelopment of the former AT&T complex into a mixed use Metroburb by Somerset Development. The Village and Somerset will split TIF revenues over the years to pay for eligible public and private costs incurred. The TIF expires in 2042.



2022 Accomplishments

- The developer continued remodeling inside the building and opened the eastern portion of the main building to the public. Several major office leases were signed and opened, along with new Ready to Wear space built out, new retail and fitness spaces opened, plans approved for a full Fairgrounds restaurant, and investment was made to open more parking garage space.
- Staff organized several tours and public events on The Square at Bell Works including an Economic Development Business Appreciation Happy Hour, a Bisnow State of the Suburban Office conference and a Next Level Northwest annual gala to promote the development.
- Staff engaged in marketing activities designed to draw attention and drive investment to the Barrington and Higgins TIF area. These activities include but were not limited to, tradeshow, online and print publications, speaking engagements and more.

LAKEWOOD CENTER TIF FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	598,796	590,000	600,000	600,000	N/A
Transfers In	7,602,896	-	-	-	N/A
Total Revenues	8,201,755	590,000	600,000	600,000	1.7%
Expenditures					
Misc. Employee Benefits	240	680	680	680	0.0%
Contractual Services	137,595	178,500	112,500	298,500	67.2%
Capital Outlay	7,612,445	-	-	-	N/A
Total Expenditures	7,750,281	179,180	113,180	299,180	67.0%
Net Revenues over Expenditures	451,475	410,820	486,820	300,820	N/A

Budget Highlights

Contractual Services

The 67.2% increase is due to additional funds to creatively market and advertise Bell Works Chicagoland.

HIGGINS-OLD SUTTON TIF FUND

Village of Hoffman Estates

Description

The Higgins-Old Sutton TIF Fund was created in January 2020 to assist in preparing blighted sites for development. Primary issues on the sites include lack of utilities at or near the site, causal flooding on sites downstream and some poor environmental soils on portions of the site. TIF expenditures are funded by incremental property taxes that result from improving this portion of the Village. The TIF expires in 2043.

2022 Accomplishments

- Staff worked with the current property owner to market the site.
- Staff worked with the current property owner to review utility plans for bringing water and sanitary main lines to the TIF.
- Staff continued negotiating a term sheet for a redevelopment agreement to bring utilities to the site.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	65,132	65,000	65,000	65,000	N/A
Investment Earnings	8	-	-	-	N/A
Miscellaneous Revenue	-	2,463,180	-	2,463,180	0.0%
Transfers In	7,260	-	-	-	N/A
Total Revenues	72,399	2,528,180	65,000	2,528,180	0.0%
Expenditures					
Misc. Employee Benefits	240	680	680	680	0.0%
Contractual Services	8,775	2,527,500	17,500	2,527,500	0.0%
Total Expenditures	9,015	2,528,180	18,180	2,528,180	0.0%
Net Revenues over Expenditures	63,384	-	46,820	-	N/A

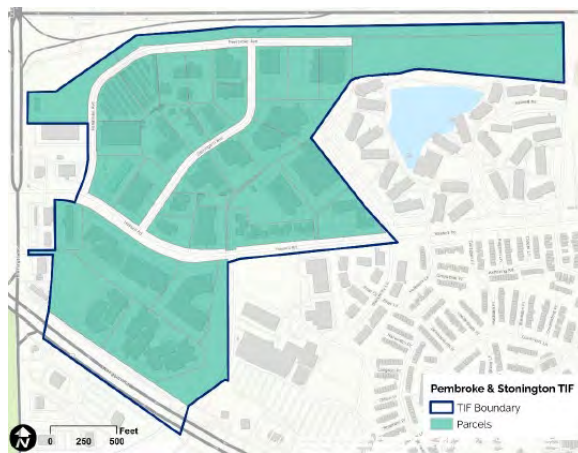
STONINGTON & PEMBROKE TIF FUND

Village of Hoffman Estates

Description

The Stonington & Pembroke TIF was approved in late 2022 to provide a vehicle to incentivize private investment in a historically industrial and office area. The Village approved a sub-area plan which sought new uses such as multi-family, retail and maker space, especially within walking distance from the Pace Park-and-Ride. The TIF expires in 2045.

MASTER PLAN SOUTHEAST QUADRANT



1. Connection from Pembroke Ave. Kiss-n-Ride to public open space at top of hill
2. Village Vehicle Maintenance Facility relocated to make property 1 for TOD opportunity.
3. "Water Tower Hill" public open space.
4. Stormwater conveyed artfully from hilltop to centralized detention basins.
5. Centralized stormwater detention basins part of district-wide system.
6. Village Public Works Center relocated to make property available for TOD opportunity (refer to Chapter 4, Section 3.1)
7. Developable land with high visibility from I-90
8. Bridge over Poplar Creek, connecting Barrington Lake Apartments to "Stonington-Pembroke Circle"

Figure 28: Conceptual regulating plan

2022 Accomplishments

- The TIF was created in September 2022.
- Staff engaged in marketing activities designed to draw attention and drive investment to the Barrington and Higgins TIF area. These activities include but were not limited to, tradeshow, online and print publications, speaking engagements and more.

STONINGTON & PEMBROKE TIF FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Miscellaneous Revenue	-	-	-	349,180	N/A
Total Revenues	-	-	-	349,180	#DIV/0!
Expenditures					
Misc. Employee Benefits	-	-	-	680	N/A
Contractual Services	-	-	-	348,500	N/A
Total Expenditures	-	-	-	349,180	N/A
Net Revenues over Expenditures	-	-	-	-	N/A

Budget Highlights

Contractual Services

The increase is due to marketing costs and professional studies to understand park space, stormwater and facility needs.

DEBT SERVICE FUNDS

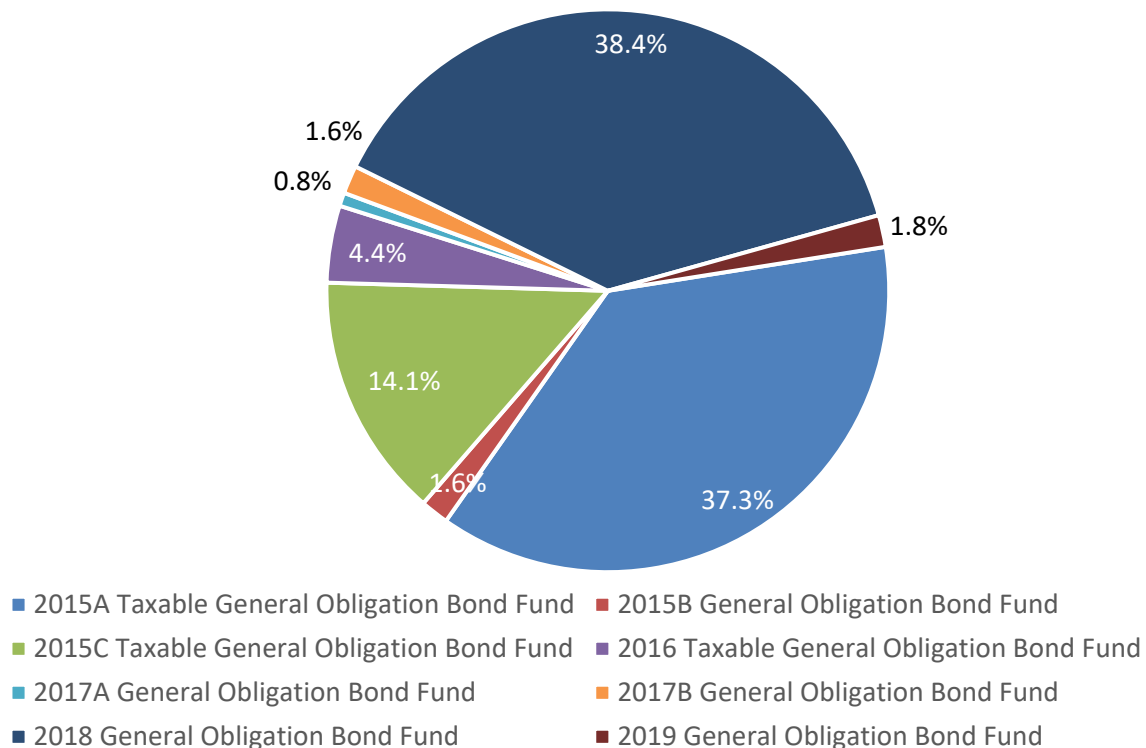
Debt Service Funds are established to account for the accumulation of resources for, and the payment of, long-term principal and interest. These obligations represent the Village's annual installment payments of principal and interest for previous capital projects or acquisitions funded through debt financing. The Village currently has seven outstanding bond issues:

- 2015A Taxable General Obligation Bonds
- 2015B General Obligation Bonds
- 2015C Taxable General Obligation Bonds
- 2016 General Obligation Bonds
- 2017A General Obligation Bonds
- 2017B General Obligation Bonds
- 2018 General Obligation Bonds
- 2019 General Obligation Bonds

LEGAL DEBT MARGIN: Under the 1970 Illinois Constitution, there is no legal debt limit for home rule municipalities except as set by the General Assembly. To date, the Illinois General Assembly has set no limits for home rule municipalities. The Village is a home rule municipality.

Total Budget	\$7,456,250
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Annual Expenses by Fund



DEBT SERVICE FUNDS

In July 2018, Standard and Poor's affirmed the Village of Hoffman Estates' Bond Rating at AA+



AA+

The Village's AA+ Bond Rating saves Village residents thousands of dollars annually.

Quoted below are excerpts from the Standard and Poor's July 2018 rating:

"Standard and Poor's Ratings Services assigned its 'AA+' long-term rating to Hoffman Estates, Ill.'s series 2018 general obligation (GO) refunding bonds. At the same time, Standard & Poor's affirmed its 'AA+' long-term rating on the village's existing GO Bonds. The outlook is stable."

"The rating reflects the following credit characteristics of the village:

- *Strong economy,*
- *Strong management,*
- *Adequate budgetary performance,*
- *Very strong budgetary flexibility,*
- *Very strong liquidity,*
- *Very weak debt and contingent liability position, and*
- *Strong institutional framework score."*

"Outlook - The stable outlook reflects our expectation that we will not change the rating in the next two years because we expect the village to maintain its very strong budgetary flexibility and strong management financial policies and practices. The village's participation in the broad and diverse economy of the Chicago MSA provides additional support to the ratings."

DEBT SERVICE FUNDS

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	1,464,504	2,100,580	2,120,870	2,100,580	0.0%
Grant Revenue	7,004,373	-	249,200	-	N/A
Tow Fees	154,470	150,000	150,000	150,000	0.0%
Investment Earnings	484	-	4,050	2,030	#DIV/0!
Miscellaneous	750,000	750,000	750,000	750,000	0.0%
Transfers In	2,391,117	2,250,100	2,831,030	4,453,640	97.9%
Total Revenues	11,764,948	5,250,680	6,105,150	7,456,250	42.0%
Expenditures					
Paying Agent Fees	1,425	2,000	2,000	2,000	0.0%
Trustee Fees	1,900	2,000	2,000	2,000	0.0%
Other Contractual Services	75,000	75,000	75,000	75,000	0.0%
Principal Expense	3,951,120	4,143,300	4,143,300	4,405,520	6.3%
Interest Expense	3,285,119	3,135,310	3,135,310	2,971,730	-5.2%
Transfers Out	2,999,363	-	-	-	N/A
Total Expenditures	10,313,927	7,357,610	7,357,610	7,456,250	1.3%

DEBT SERVICE FUNDS

Village of Hoffman Estates

2015A General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	2,335,000	404,818	2,739,818
2024	2,425,000	317,255	2,742,255
2025	2,515,000	220,255	2,735,255
2026	2,620,000	114,625	2,734,625
	\$ 9,895,000	\$ 1,056,953	\$ 10,951,953

Purpose of Issue:

Refund part of the 2005A Taxable General
Obligation Bonds

Date of Issue:

December 1, 2015

Financial Classification:

General Obligation Taxable

Funding Sources:

Food and Beverage Tax, Entertainment Tax,
General Fund

Original Principal Amount:

\$23,415,000

Interest Dates:

June and December

Interest Rate:

1.00% - 4.375%

Payoff Date:

December 1, 2026

Paying Agent:

Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2015B General Obligation Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	460,000	129,600	589,600
2024	475,000	115,800	590,800
2025	495,000	96,800	591,800
2026	515,000	77,000	592,000
2027	530,000	56,400	586,400
2028	430,000	35,200	465,200
2029	450,000	18,000	468,000
	\$ 3,355,000	\$ 528,800	\$ 3,883,800

Purpose of Issue:

Finance a new Fire Truck and construction of water, sewer, and stormwater capital projects.

Date of Issue:

August 12, 2015

Financial Classification:

General Obligation

Funding Sources:

General Fund, Stormwater Fund, Water and Sewer Fund

Original Principal Amount:

\$6,125,000

Interest Dates:

June and December

Interest Rate:

2.00% - 4.00%

Payoff Date:

December 1, 2029

Paying Agent:

Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2015C General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	-	1,011,813	1,011,813
2024	-	1,011,813	1,011,813
2025	-	1,011,813	1,011,813
2026	110,000	1,011,813	1,121,813
2027	2,855,000	1,007,138	3,862,138
2028	2,975,000	885,800	3,860,800
2029	3,105,000	755,644	3,860,644
2030	3,240,000	619,800	3,859,800
2031	3,390,000	474,000	3,864,000
2032	3,555,000	304,500	3,859,500
2033	2,535,000	126,750	2,661,750
	\$ 21,765,000	\$ 8,220,881	\$ 29,985,881

Purpose of Issue: Refund balance of the 2005A Taxable General Obligation Bonds	Original Principal Amount: \$21,905,000
Date of Issue: December 1, 2015	Interest Dates: June and December
Financial Classification: General Obligation Taxable	Interest Rate: 1.00% - 5.00%
Funding Sources: Food and Beverage Tax, Entertainment Tax, General Fund	Payoff Date: December 1, 2033
	Paying Agent: Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2016 General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	-	329,600	329,600
2024	-	329,600	329,600
2025	1,150,000	329,600	1,479,600
2026	-	283,600	283,600
2027	2,270,000	283,600	2,553,600
2028	2,355,000	192,800	2,547,800
2029	2,465,000	98,600	2,563,600
	\$ 8,240,000	\$ 1,847,400	\$ 10,087,400

Purpose of Issue:

Refund portion of the 2009A Taxable General
Obligation Bonds

Original Principal Amount:

\$8,975,000

Date of Issue:

April 21, 2016

Interest Dates:

June and December

Financial Classification:

General Obligation Refunding

Interest Rate:

1.00% - 4.375%

Funding Sources:

Property Tax, Food and Beverage Tax, Towing
Fees, General Fund

Payoff Date:

December 1, 2029

Paying Agent:

Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2017A General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	345,000	158,913	503,913
2024	355,000	148,563	503,563
2025	375,000	137,913	512,913
2026	380,000	126,663	506,663
2027	390,000	115,263	505,263
2028	410,000	99,663	509,663
2029	425,000	83,263	508,263
2030	200,000	66,263	266,263
2031	210,000	58,263	268,263
2032	215,000	51,963	266,963
2033	225,000	45,513	270,513
2034	230,000	38,763	268,763
2035	235,000	31,575	266,575
2036	245,000	24,231	269,231
2037	250,000	16,575	266,575
2038	260,000	8,450	268,450
	\$ 4,750,000	\$ 1,211,831	\$ 5,961,831

Purpose of Issue:

Finance a new Fire Truck and construction of water and sewer capital projects.

Original Principal Amount:

\$6,080,000

Date of Issue:

September 12, 2017

Interest Dates:

June and December

Financial Classification:

General Obligation

Interest Rate:

2.00% - 3.25%

Funding Sources:

General Fund, Water and Sewer Fund

Payoff Date:

December 1, 2038

Paying Agent:

Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2017B General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	35,000	121,900	156,900
2024	35,000	120,850	155,850
2025	40,000	119,800	159,800
2026	40,000	118,600	158,600
2027	40,000	117,400	157,400
2028	45,000	115,800	160,800
2029	45,000	114,000	159,000
2030	45,000	112,200	157,200
2031	50,000	110,400	160,400
2032	50,000	108,400	158,400
2033	50,000	106,400	156,400
2034	480,000	104,400	584,400
2035	500,000	85,200	585,200
2036	520,000	65,200	585,200
2037	545,000	44,400	589,400
2038	565,000	22,600	587,600
	\$ 3,085,000	\$ 1,587,550	\$ 4,672,550

Purpose of Issue:
Refund portion of the 2008A General
Obligation Bonds

Date of Issue:
September 12, 2017

Financial Classification:
General Obligation Refunding

Funding Sources:
General Fund

Original Principal Amount:
\$3,225,000

Interest Dates:
June and December

Interest Rate:
2.00% - 4.00%

Payoff Date:
December 1, 2038

Paying Agent:
Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2018 General Obligation Refunding Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	1,790,000	1,318,838	3,108,838
2024	1,880,000	1,229,338	3,109,338
2025	925,000	1,135,338	2,060,338
2026	2,105,000	1,089,088	3,194,088
2027	-	983,838	983,838
2028	-	983,838	983,838
2029	-	983,838	983,838
2030	2,250,000	983,838	3,233,838
2031	2,365,000	871,338	3,236,338
2032	2,485,000	753,088	3,238,088
2033	2,605,000	628,838	3,233,838
2034	2,345,000	498,588	2,843,588
2035	2,435,000	404,788	2,839,788
2036	2,520,000	307,388	2,827,388
2037	2,610,000	206,588	2,816,588
2038	2,725,000	102,188	2,827,188
	\$ 29,040,000	\$ 12,480,758	\$ 41,520,758

Purpose of Issue:

Refund of the 2008A and 2009A General
Obligation Bonds

Original Principal Amount:

\$35,180,000

Date of Issue:

September 05, 2018

Interest Dates:

June and December

Financial Classification:

General Obligation Refunding

Interest Rate:

3.75% - 5.00%

Funding Sources:

General Fund, Water and Sewer Fund

Payoff Date:

December 1, 2038

Paying Agent:

Amalgamated Bank of Chicago

DEBT SERVICE FUNDS

Village of Hoffman Estates

2019 General Obligation Debt Service Fund

	PRINCIPAL	INTEREST	TOTAL
2023	587,790	170,932	758,722
2024	600,425	158,294	758,719
2025	613,335	145,385	758,720
2026	626,520	132,198	758,718
2027	639,995	118,728	758,723
2028	653,750	104,968	758,718
2029	667,810	90,913	758,723
2030	682,165	76,555	758,720
2031	696,830	61,888	758,718
2032	711,815	46,906	758,721
2033	727,120	31,602	758,722
2034	742,750	15,969	758,719
	\$ 7,950,305	\$ 1,154,338	\$ 9,104,643

Purpose of Issue:

Finance new Water Meters and Street Lighting

Date of Issue:

November 05, 2019

Financial Classification:

General Obligation

Funding Sources:

General Fund, Water and Sewer Fund

Original Principal Amount:

\$9,625,850

Interest Dates:

June and December

Interest Rate:

2.159%

Payoff Date:

December 1, 2034

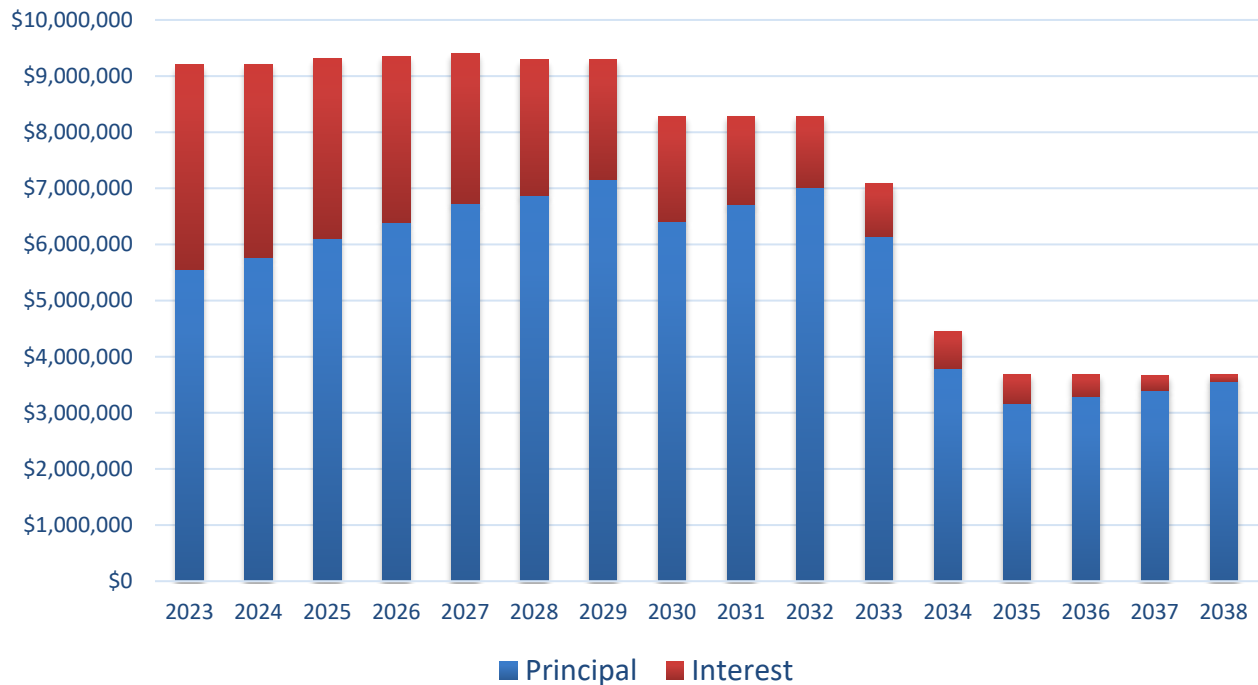
Paying Agent:

JP Morgan Chase Bank

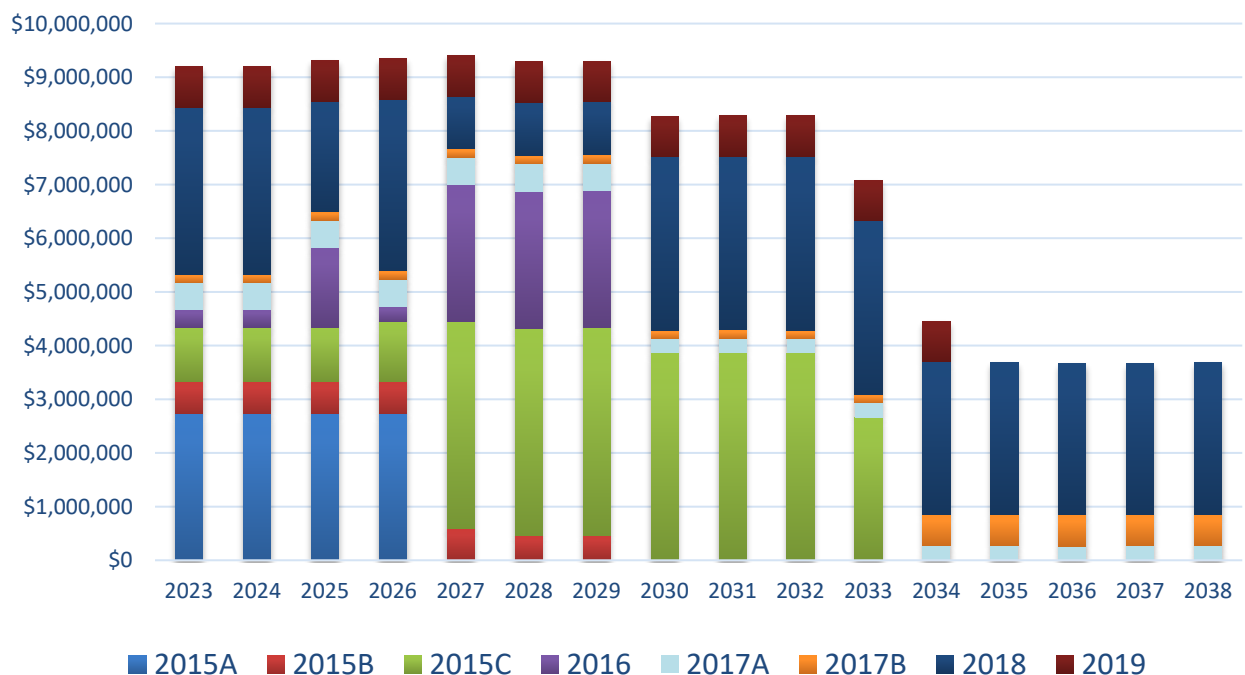
DEBT SERVICE FUNDS

Village of Hoffman Estates

Schedule of Future Principal and Interest Payments



Annual Debt Service, by Fund



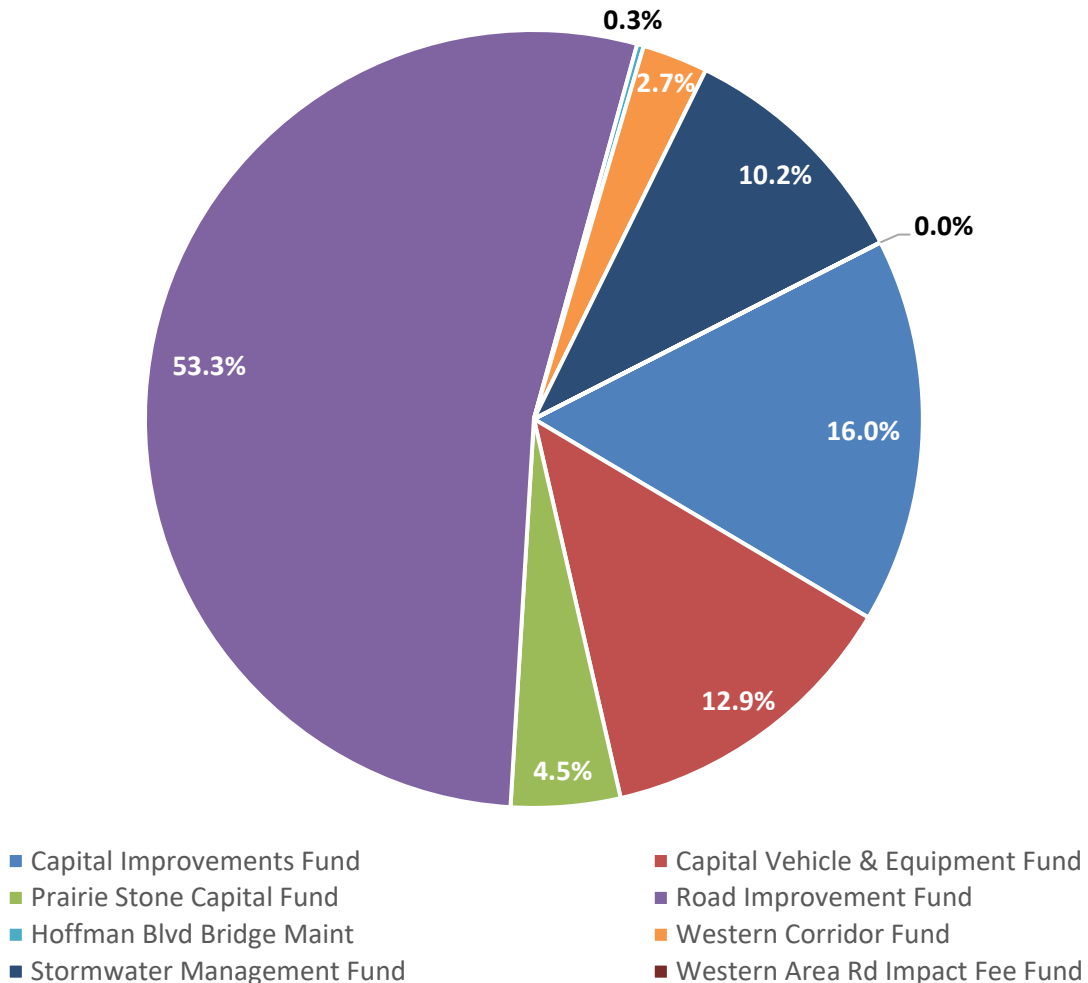
CAPITAL PROJECTS FUNDS

The Capital Projects Funds include the following: Central Road Corridor Improvement Fund, Hoffman Boulevard Bridge Maintenance Fund, Western Corridor Fund, Traffic Improvement Fund, Prairie Stone Capital Fund, Central Area Road Improvement Impact Fee Fund, Western Area Traffic Improvement Fund, Western Area Road Improvement Impact Fee Fund, Capital Improvements Fund, Capital Vehicle and Equipment Fund, Capital Replacement Fund, Road Improvement Fund, Stormwater Management Fund, and 2019 Project Fund. These funds are used to accumulate and expend funds for the purchase of capital improvements and equipment.

The 2019 Project Fund, Capital Replacement Fund, Central Area Impact Fee Funds, Central Area Road Improvement Fund, Traffic Improvement Fund, and Western Area Traffic Improvement Fund are not included in the chart below because they are not projected to expend funds in 2023.

Total 2023 Budget	\$14,304,270
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Annual Expenses by Fund



CAPITAL IMPROVEMENTS FUND Village of Hoffman Estates

Description

The Capital Improvements Fund accounts for capital projects of a non-vehicle or equipment in nature. Buildings and sidewalk improvements are examples of the types of projects shown in this fund. In 2015, street revitalization projects were moved from the Capital Improvements Fund accounts to the Road Improvements Fund. Revenues include a municipal gas use tax of \$0.05 per therm and a packaged liquor tax of 3%.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	1,516,412	1,540,000	1,490,000	1,490,000	-3.2%
Grant Revenue	26,262	75,000	-	-	-100.0%
Investment Earnings	515	-	200	150	0.0%
Reimbursements/Recoveries	31,432	50,000	50,000	15,000	0.0%
Transfers In	58,331	680,000	704,550	867,500	27.6%
Total Revenues	1,632,951	2,345,000	2,244,750	2,372,650	1.2%
Expenditures					
Building Improvements	-	266,320	237,780	407,500	53.0%
Other Capital Improvements	-	317,000	394,770	100,000	N/A
Sidewalk Improvements	170,007	415,000	300,000	495,000	19.3%
Transfers Out	1,604,250	1,360,000	1,360,000	1,290,000	-5.1%
Total Expenditures	1,774,257	2,358,320	2,292,550	2,292,500	-2.8%
Net Revenues over Expenditures	(141,306)	(13,320)	(47,800)	80,150	-701.7%

ROAD IMPROVEMENT FUND Village of Hoffman Estates

Description

The Road Improvement Fund was created in FY2015 to manage funds related to the Village's Street Revitalization Project. The revenue sources include Electric Utility Tax, Municipal Motor Fuel Tax and Grant Revenue, as well as, transfers from the Motor Fuel Tax Fund and Community Development Block Grant Fund. These funds are strictly used to support the costs of street reconstruction and resurfacing throughout the Village. The electric utility tax and Municipal Motor Fuel Tax went into effect in October 2013.



Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Electric Utility Tax	1,690,912	1,800,000	1,650,000	1,650,000	-8.3%
Municipal Motor Fuel Tax	382,603	380,000	370,000	380,000	0.0%
Grant Revenue	50,976	67,290	67,290	184,590	174.3%
Road Usage Fees	17,382	-	6,800	-	N/A
Investment Earnings	1,012	1,200	10,000	7,500	525.0%
Reimbursements	97,993	49,500	40,000	-	N/A
Transfers In	3,792,011	4,075,500	4,070,000	4,960,000	21.7%
Total Revenues	6,032,888	6,373,490	6,214,090	7,182,090	12.7%
Expenditures					
Road Improvements	5,203,670	6,981,610	6,853,950	6,452,500	-7.6%
Other Capital Improvements	150,695	192,290	127,290	1,174,590	510.8%
Total Expenditures	5,354,365	7,173,900	6,981,240	7,627,090	6.3%
Net Revenues over Expenditures	678,523	(800,410)	(767,150)	(445,000)	-44.4%

CAPITAL VEHICLE & EQUIPMENT FUND

Village of Hoffman Estates

Description

The Capital Vehicle & Equipment Fund accounts for the purchase of all vehicles and equipment over \$25,000. Since the Capital Vehicle & Equipment Fund does not have a dedicated revenue source, funding sources must come from other funds, including the General Fund in 2023.



Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	55	-	480	450	N/A
Loan Proceeds	2,000,000	-	-	-	N/A
Transfers In	758,269	1,346,480	1,772,650	1,784,370	32.5%
Total Revenues	2,758,324	1,346,480	1,773,130	1,784,820	32.6%
Expenditures					
Department Equipment	51,481	558,640	314,140	333,090	-40.4%
Motor Vehicles	643,517	450,580	391,120	843,240	87.1%
Fire Apparatus	2,027,955	337,260	1,007,930	667,500	97.9%
Prinicipal Expense	275,592	-	-	-	
Interest Expense	24,000	-	-	-	N/A
Total Expenditures	3,022,545	1,346,480	1,713,190	1,843,830	36.9%
Net Revenues over Expenditures	(264,221)	-	59,940	(59,010)	N/A

CAPITAL REPLACEMENT FUND Village of Hoffman Estates

Description

The Capital Replacement Fund is for the purpose of setting aside resources to be used to acquire and replace capital vehicles and equipment in accordance with an approved replacement schedule, subject to the annual budget. When a vehicle or piece of equipment is purchased, the item is added to the replacement schedule. A replacement cost for the item is estimated and this cost is allocated over the useful life. Then every year, the user department transfers the annual portion into the Capital Replacement Fund. When the time of replacement gets close and the item appears in the 8th year of the capital budget, adjustments can be made to the funding if necessary. It is the intent of this fund that, as time goes on and more equipment is added to the replacement schedule, large amounts needed from the General Fund for purchases of replacement equipment would be kept to a minimum.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	(2,611)	100	30,000	7,500	7400.0%
Transfers In	5,000,000	-	2,500,000	-	N/A
Total Revenues	4,997,389	100	2,530,000	7,500	7400.0%
Expenditures					
Motor Vehicles	-	40,170	40,170	-	N/A
Transfers Out	700,000	-	-	-	N/A
Total Expenditures	700,000	40,170	40,170	-	-100.0%
Net Revenues over Expenditures	4,297,389	(40,070)	2,489,830	7,500	-118.7%

STORMWATER MANAGEMENT FUND

Village of Hoffman Estates

Description

The Stormwater Management Fund was created in 2014 to pay for stormwater improvements of all types, but mostly replacements of older storm sewers in poor condition. The revenue source includes stormwater utility fees, a tier based fee determined by lot size for residential properties and impervious area for commercial properties that are included on monthly utility bills. These funds are strictly used to support the costs of improving and maintaining stormwater drainage facilities throughout the Village. The stormwater utility fee generates annual revenue estimated at \$545,000.



2022 Accomplishments

- Design engineering and construction were completed on the Arizona Boulevard Storm Sewer Replacement Project. A \$300,000 DCEO grant was utilized for a portion of the construction funding.
- Completed over 65 residential drainage investigations.
- Provided public outreach for FEMA's preliminary Flood Insurance Rate Map (FIRM) updates for the Poplar Creek and Spring Creek watersheds.
- Completed preliminary analysis of Village-wide existing Corrugate Metal Pipe (CMP) and developed a capital replacement plan to proactively address pipe rehabilitation.

STORMWATER MANAGEMENT FUND

Village of Hoffman Estates

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Utility Fee	553,529	545,000	545,000	545,000	0.0%
Interest	47	-	20	10	N/A
Miscellaneous Income	-	300,000	300,000	-	-100.0%
Transfers In	-	110,000	110,000	400,000	N/A
Total Revenues	553,576	955,000	955,020	945,010	-1.0%
Expenditures					
Capital Outlay	492,608	990,000	750,000	1,415,000	42.9%
Debt Service	43,250	47,050	47,050	45,650	-3.0%
Total Expenditures	535,858	1,037,050	797,050	1,460,650	40.8%
Net Revenues over Expenditure:	17,717	(82,050)	157,970	(515,640)	528.4%

Budget Highlights

Capital Outlay

Increase in capital outlay in 2023 due to multi-year CMP rehabilitation plan.

Debt Service

This is the principal and interest payment for the stormwater portion of the 2015B bond issue.

CENTRAL AREA ROAD CORRIDOR IMPROVEMENT FUND

Village of Hoffman Estates

Description

The Central Area Road Corridor Improvement Fund is used to account for resources that were paid by developers for the construction of public improvements such as streets, storm sewers and street lighting in the Central Road area. Eligible project types are transportation improvements along the Central Road corridor as well as for those which are related to the corridor.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	311	-	80	-	N/A
Total Revenues	311	-	80	-	N/A
Expenditures					
Transfers Out	-	-	-	-	N/A
Total Expenditures	-	-	-	-	N/A
Net Revenues over Expenditures	311	-	80	-	N/A

HOFFMAN BOULEVARD BRIDGE MAINTENANCE FUND

Village of Hoffman Estates

Description

The Hoffman Boulevard Bridge Maintenance Fund is used to account for the maintenance of the Hoffman Boulevard Bridge in accordance with the maintenance agreement (approved in 1998).

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	234	50	80	50	0.0%
Total Revenues	234	50	80	50	0.0%
Expenditures					
Contractual Services	-	53,000	3,000	40,000	N/A
Total Expenditures	-	53,000	3,000	40,000	N/A
Net Revenues over Expenditures	234	(52,950)	(2,920)	(39,950)	-24.6%

WESTERN AREA TRAFFIC IMPROVEMENT FUND

Village of Hoffman Estates

Description

The Western Area Traffic Improvement Fund is used to account for resources arising from donations by developers building within the Village's western area. Such donations are to be used for needed infrastructure improvements. Barrington Road and points west are considered eligible locations for roadway and traffic improvement types of projects. The fund was established prior to the Village's Road Improvement Impact Fee program and it serves a similar purpose though generally a broader range of project types can be funded.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	3	-	-	-	N/A
Reimburse/Recoveries	3,638	-	-	-	N/A
Total Revenues	3,641	-	-	-	N/A
Expenditures					
Transfer Out	-	-	-	-	N/A
Professional Services	3,638	-	-	-	N/A
Total Expenditures	3,638	-	-	-	N/A

Description

The Traffic Improvement Fund is used to account for financial resources arising from developer donations that are to be used for various infrastructure improvements. Such donations are to be used for needed infrastructure improvements. Barrington Road and points east are considered eligible locations for roadway and traffic improvement types of projects. The fund was established prior to the Village's Road Improvement Impact Fee program and it serves a similar purpose though generally a broader range of project types can be funded.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	251	-	-	-	N/A
Total Revenues	251	-	-	-	N/A
Expenditures					
Professional Services	-	-	-	-	N/A
Total Expenditures	-	-	-	-	N/A
Net Revenues over Expenditures	251	-	-	-	N/A

PRAIRIE STONE CAPITAL FUND

Village of Hoffman Estates

Description

The Prairie Stone Capital Fund accounts for funds used to pay qualified project costs related to the Village's Economic Development Area. Project(s) planned for FY2023 include permanent entertainment district electronic signs.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	2,002	400	4,500	1,500	275.0%
Transfers In	76,971	-	-	-	N/A
Total Revenues	78,973	400	4,500	1,500	275.0%
Expenditures					
Prairie Stone	164,149	578,000	63,040	650,000	12.5%
Transfers Out	-	30,000	-	-	-100.0%
Total Expenditures	164,149	608,000	63,040	650,000	6.9%
Net Revenues over Expenditures	(85,176)	(607,600)	(58,540)	(648,500)	6.7%

CENTRAL AREA ROAD IMPROVEMENT IMPACT FEE FUND

Village of Hoffman Estates

Description

The Central Area Road Improvement Impact Fee Fund is used to account for developer impact fees assessed under an impact fee ordinance. Resources accumulated are to be used for specific street improvements required due to development in the Central Area such as along the Barrington Road/Central Road corridors among others. The Village has five years from receipt of funds to use them. If the funds are not used, developers can request a refund of the unused portion. Projects in the Comprehensive Road Improvement Plan for the Central Service Area are eligible for funding assistance.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Investment Earnings	31	-	10	-	N/A
Total Revenues	31	-	10	-	N/A
Expenditures					
Transfers Out	-	-	-	-	N/A
Total Expenditures	-	-	-	-	N/A
Net Revenues over Expenditures	31	-	10	-	N/A

Description

The Western Corridor Fund is used to account for financial resources to be used for the reconstruction of the new alignment of Shoe Factory Road and other transportation improvements in the western area. The fund will be used towards the design of roadway resurfacing and bicycle improvements on Beverly Road north of Beacon Pointe Drive as well as the Shoe Factory / Beverly Road project being done in conjunction with Cook County. Other road and traffic improvements along and/or related to Shoe Factory and Beverly Roads would also be eligible for funding.



Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Road Usage Fees	1,389	25,500	20,000	375,000	1370.6%
Investment Earnings	(20,582)	1,000	(32,500)	7,500	650.0%
Total Revenues	(19,193)	26,500	(12,500)	382,500	1343.4%
Expenditures					
Transfers	284,331	100,500	70,000	390,000	288.1%
Total Expenditures	284,331	100,500	70,000	390,000	288.1%
Net Revenues over Expenditures	(303,524)	(74,000)	(82,500)	(7,500)	-89.9%

WESTERN AREA ROAD IMPROVEMENT IMPACT FEE FUND

Village of Hoffman Estates

Description

The Western Area Road Improvement Impact Fee Fund is used to account for developer impact fees assessed under an impact fee ordinance. Resources are to be used for specific street improvements within the Village's western area. The Village has five years from receipt of funds to use them. If the funds are not used, developers can request a refund of the unused portion. Projects in the Comprehensive Road Improvement Plan for the Western Service Area are eligible for funding assistance.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Road Usage Fees	344	190	200	200	N/A
Investment Earnings	8	-	-	-	N/A
Total Revenues	352	190	200	200	N/A
Expenditures					
Professional Services	162	190	200	200	N/A
Total Expenditures	162	190	200	200	N/A
Net Revenues over Expenditures	190	-	-	-	N/A

2019 CAPITAL PROJECT FUND

Village of Hoffman Estates

Description

In 2019, the Village issued new bonds in the amount of \$9.6 million. \$1.7 million of those proceeds were placed in this fund for the purchase and installation of street lighting upgrades in FY2020. The remaining proceeds are accounted for in the Water & Sewer Fund.

Annual Revenues and Expenditures by Class

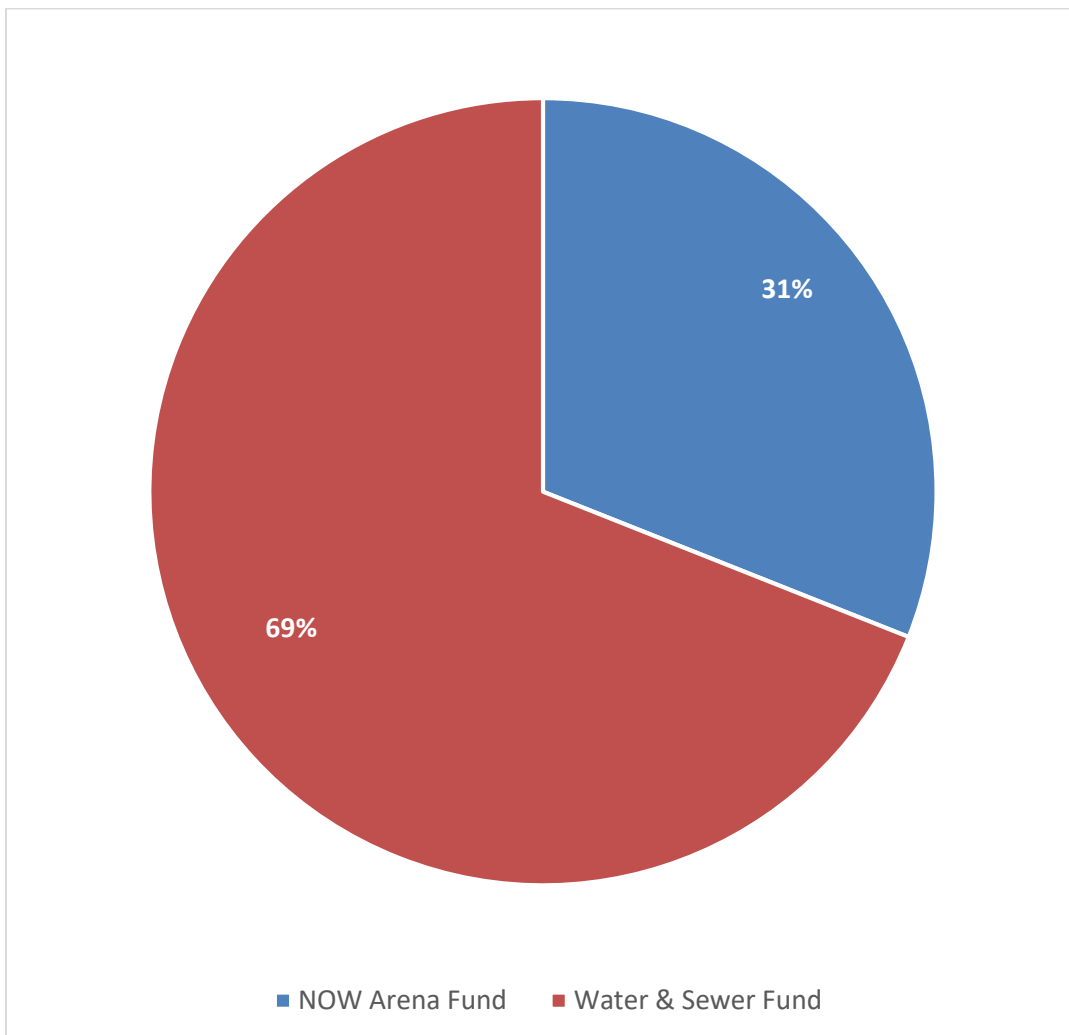
Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Interest Earnings	40	-	50	-	N/A
Miscellaneous Revenue	-	-	-	-	N/A
Total Revenues	40	-	50	-	N/A
Expenditures					
Other Contractual Services	34,397	-	-	-	N/A
Total Expenditures	34,397	-	-	-	N/A
Net Revenues over Expenditures	(34,357)	-	50	-	N/A

ENTERPRISE FUNDS

The Village's Enterprise Funds include the Water and Sewerage Fund and the NOW Arena Operating Fund. The NOW Arena Operating Fund was added in 2009 with the transfer of ownership of the Arena to the Village. The Water and Sewerage Fund includes the following divisions: Water, Sewer, Water Billing, and Water Capital.

Total 2023 Budget	\$35,402,700
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Annual Expenses by Fund



WATER AND SEWERAGE FUND

Village of Hoffman Estates

CLASS	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Operating Revenue					
User Charges	21,014,459	21,031,750	20,800,000	21,622,000	2.8%
Total Operating Revenue	21,014,459	21,031,750	20,800,000	21,622,000	2.8%
Operating Expenditures					
Salaries	3,210,866	3,403,780	3,298,980	3,486,910	2.4%
Employee Benefits	1,289,047	1,278,070	1,240,630	1,198,520	-6.2%
Misc. Employee Expenses	28,491	35,800	35,120	35,600	-0.6%
Commodities	(233,279)	191,900	150,210	203,720	6.2%
Contractual Services	10,660,010	11,483,620	10,240,060	12,126,500	5.6%
Capital Outlay	303,752	5,157,900	5,286,910	5,270,910	2.2%
Cost Allocation	1,222,007	2,001,650	1,916,960	2,098,820	4.9%
Total Expenditures	16,480,894	23,552,720	22,168,870	24,420,980	3.7%
Operating Income (Loss)					
Before Depreciation	4,533,565	(2,520,970)	(1,368,870)	(2,798,980)	11.0%
Depreciation Expense	(1,516,305)	-	-	-	N/A
Non-Operating Revenue					
Investment Earnings	1,629	-	37,000	30,500	N/A
Reimbursements/Recoveries	55,165	2,982,500	4,658,000	-	N/A
Sale of Equipment	10,580	-	-	-	N/A
Miscellaneous	1,437,136	-	3,600	-	N/A
Bond Proceeds	-	1,032,940	843,940	1,125,000	8.9%
Loan Proceeds	-	540,000	759,170	-	-100.0%
Operating Transfers In	-	30,000	-	-	-100.0%
Total Non-Operating Revenue	1,504,511	4,585,440	6,301,710	1,155,500	-74.8%
Non-Operating Expenses					
Amortization Expense	(33,835)	-	-	-	N/A
Principal Expense	-	1,082,130	1,082,130	1,112,280	2.8%
Interest Expense	723,537	860,690	695,560	664,060	-22.8%
State Loan Expense	-	-	17,210	116,200	N/A
Operating Transfers Out	25,000	-	-	70,000	N/A
Total Non-Operating Expenses	714,702	1,942,820	1,794,900	1,962,540	1.0%
Net Income (Loss)	3,807,069	121,650	3,137,940	(3,606,020)	-3064.3%

Description

The Water Division's responsibilities include the supply, distribution, and quality assurance of water within the Village while complying with all Federal and State Environmental Protection Agency standards. Water infrastructure includes 7 elevated towers, 4 reservoirs, 2 high-service pumping stations, 2 booster stations, 7 emergency supply wells, 3,150 fire hydrants, 240 miles of water main, 3,350 valves, and over 15,000 water meters.

	2021	2022	2023
FTE's – Full Time	20.32	20.32	20.32
FTE's – Part Time	3.94	3.94	4.08

2022 Accomplishments

- Replaced or repaired 15 fire hydrants, 15 water main valves, and 40 system leaks on water mains and service lines.
- Continued coordinating with the Village of Palatine to complete a water distribution system interconnect to serve as an emergency backup water supply for both communities.
- Performed in-house leak detection on various water distribution system components and identified 7 leaks with subsequent repairs preventing an estimated annual water loss of over 1,200,000 gallons.
- Painted and exercised 725 fire hydrants, improving aesthetics and operability.
- Completed assessment of 500 water system valves and identified 4 leaks during a concurrent leak detection survey.



Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding and implementing of a comprehensive and continuing revitalization program for Village streets, water, sanitary sewer, sidewalks, and storm water management projects.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Decrease the number of days a fire hydrant is out of service once identified.	Number of days a fire hydrant is out of service	6.9	8.1	7.6	7.0
	Reduce non-revenue water use to remain in compliance with IDNR's standards	Non-revenue water percentage	11.8%	10.5%	10.3%	10.0%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	2,007,360	2,142,170	2,063,720	2,187,550	2.1%
Employee Benefits	781,839	785,830	762,430	739,090	-5.9%
Misc. Employee Expenses	28,491	35,550	34,870	35,350	-0.6%
Commodities	20,722	37,430	29,090	32,530	-13.1%
Contractual Services	9,508,044	9,884,430	9,383,860	9,846,390	-0.4%
Capital Outlay	21,582	28,800	32,950	19,700	-31.6%
Cost Allocation	276,687	991,080	956,720	1,046,010	5.5%
Total	12,644,724	13,905,290	13,263,640	13,906,620	0.0%

Budget Highlights

Salaries

The 2.1% (\$45,380) increase is due to adjustments in full-time, part-time, and overtime staff salaries.

Employee Benefits

The 5.9% (\$46,740) decrease is due to lower IMRF contributions.

Commodities

The 13.1% (\$4,900) decrease is primarily due reductions in water meter maintenance supplies.

Contractual Services

The 0.4% (\$38,040) decrease is primarily due to anticipated reductions in Joint Action Water Agency (JAWA) payments.

Capital Outlay

The 31.6% (\$9,100) decrease is due to the removal of new requests purchased in the previous budget.

Cost Allocation

Cost Allocations are repayments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditures in the reimbursing fund (the Water Fund) and a reduction of expenditures in the reimbursed fund. Shown above are the expenses that pertain to the water billing function of the Village that originate in other divisions. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

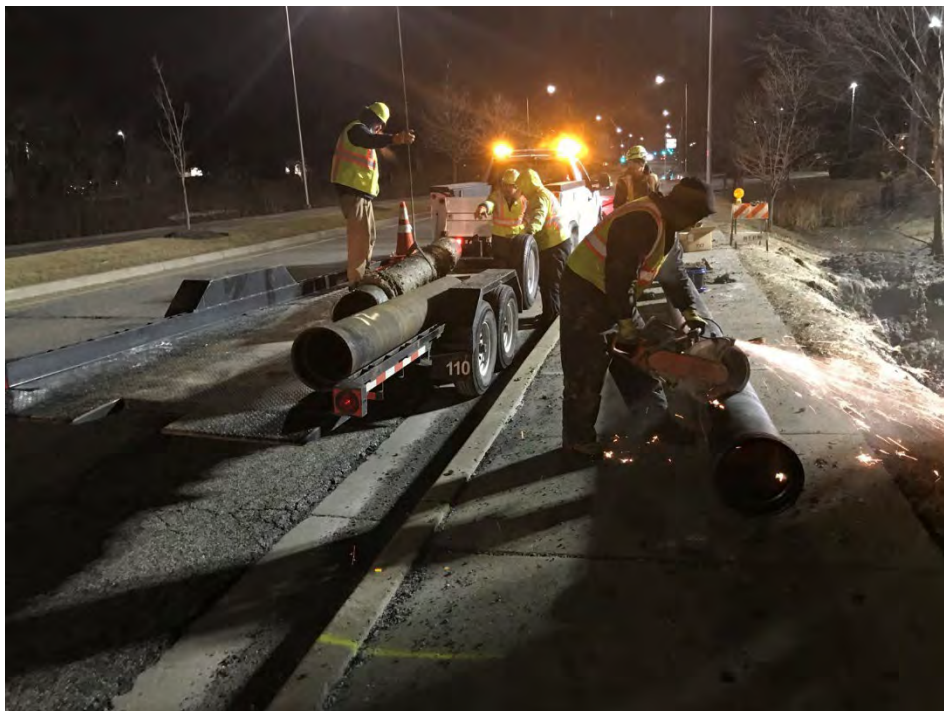
Description

The Village's Sanitary Sewer Division's responsibilities include preventative maintenance and repair of over 190 miles of sanitary sewer mains, 5,200 manholes, and 16 sanitary lift stations. Other maintenance activities include routine televising, flushing, root cutting, and the maintenance and repair of pumps, motors, and electrical components.

	2021	2022	2023
FTE's – Full Time	11.77	11.77	11.77

2022 Accomplishments

- Performed flushing, root cutting, and cleaning on 175,000 feet of sanitary sewer main line and inspected over 100 manholes.
- Assessed 4,000 feet of sanitary sewer via closed circuit television (CCTV) inspection.
- Reached substantial completion of the Golf Lift Station project.
- Repaired or replaced 8 sanitary sewer pumps at lift stations to maintain and improve flow.
- Continued microbe treatments of sanitary sewer at Western Development Area (WDA) and University lift stations to reduce hydrogen sulfide levels.
- Commissioned preliminary engineering for the 2023 replacement of Pfizer Lift Station.



Goals, Objectives and Performance Measures

Maintain and improve the Village's infrastructure, including designing, funding and implementing of a comprehensive and continuing revitalization program for Village streets, water, sidewalks and storm water management projects.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Flush sanitary sewer mainline at a rate of 1,000 feet per 4.25 labor hours or better	Labor hours per 1,000 feet of sanitary sewer flushed and cleaned	4.8	4.6	4.5	4.25

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	1,030,143	1,079,080	1,052,970	1,107,830	2.7%
Employee Benefits	443,296	427,390	414,440	396,830	-7.2%
Commodities	1,081	2,350	2,300	2,300	-2.1%
Contractual Services	488,465	359,410	496,410	372,880	3.7%
Capital Outlay	30,067	62,800	59,950	65,300	4.0%
Cost Allocation	436,410	452,700	437,230	480,340	6.1%
Total	2,429,462	2,383,730	2,463,300	2,425,480	1.8%

Budget Highlights

Salaries & Wages

The 2.7% (\$28,750) increase is due to adjustments in full-time staff salaries.

Employee Benefits

The 7.2% (\$30,560) decrease is primarily due to lower employer IMRF contributions.

Contractual Services

The 3.7% (\$13,470) increase is primarily due to additional funding for electricity for sewer facilities and contractual sewer repairs.

Capital Outlay

The 4.0% (\$2,500) increase is primarily due to additional funding for sanitary force main hydrogen sulfide treatments.

Cost Allocation

Cost Allocations are repayments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate for these types of transactions, we must show the amount as expenditures in the reimbursing fund (the Sewer Fund) and a reduction of expenditures in the reimbursed fund. These costs are in direct relation to the other divisional costs so they increase and decrease accordingly.

Description

The Water Billing Division, which is a subdivision of the Finance Division, includes 1 full-time and 4 part-time budgeted employees that are responsible for the water and refuse billing for the Village. The Water Billing Division maintains approximately 15,700 water accounts and takes care of all the billing and collections on a monthly basis.

A water rate study was presented to the Village Board in 2019. The results of the study included recommended routine rate increases to the Village's water rates to adequately fund operations of the Water & Sewer Fund. A water rate study is planned every five years.

	2021	2022	2023
FTE's – Full Time	1.50	1.50	1.50
FTE's – Part Time	1.44	1.44	1.44

2022 Accomplishments

- Completed the Village wide water meter upgrades in 2022. These new meters and software will allow our staff to provide up to the minute reads. In addition, we can troubleshoot issues more efficiently.

Goals, Objectives and Performance Measures

Enhance the Village's operations through employee development and training in core skill sets that will develop our employees and create a cadre of future leaders for the organization.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Infrastructure	Efficiently resolve customer issues within 24 hours of first contact	Percent of customer issues resolved in 24 hours	100%	100%	100%	100%
	Continue providing an excellent level of customer service to all utility customers to help reduce the number of escalated incidences to under 12 per year	Number of calls escalated to management	4	2	4	3

WATER BILLING

Village of Hoffman Estates

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Increase the number of utility bill customers paying their utility bills online, over the phone, and ACH	Percent of utility bill payments made with alternative services excluding mailed in or walked in	56%	60%	75%	65%

Annual Expenses by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Salaries	173,363	182,530	182,290	191,530	4.9%
Employee Benefits	63,913	64,850	63,760	62,600	-3.5%
Misc. Employee Benefits	-	250	250	250	0.0%
Commodities	89,228	82,120	88,820	90,890	10.7%
Contractual Services	104,841	71,780	91,290	90,530	26.1%
Capital Outlay	196	400	400	400	0.0%
Cost Allocation	508,910	557,870	523,010	572,470	2.6%
Total	940,451	959,800	949,820	1,008,670	5.1%

Budget Highlights

Salaries & Wages

The 4.9% increase is due to budgeted annual salary increases.

Employee Benefits

The 3.5% decrease is due to lower IMRF expenses.

Commodities

The 10.7% increase is due to a minor increase in postage and printing and binding expenses.

Contractual Services

The 26.1% increase is due to an increase in credit card processing fees as more customers are signing up for automatic reoccurring payments. As an incentive, the Village pays for credit card fees for customers who sign up for this payment method.

Cost Allocation

Cost allocations are repayments by funds responsible for a particular cost to the fund that initially paid the cost. To accommodate these types of transactions, we must show the amount as expenditures in the reimbursing fund (the Water Billing Division) and a reduction of expenditures in the reimbursed fund (the General Fund).

WATER AND SEWERAGE CAPITAL

Village of Hoffman Estates

Annual Expenses by Class - Capital Summary

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Commodities	(163,554)	70,000	30,000	78,000	11.4%
Contractual Services	99,380	1,168,000	268,500	1,816,700	55.5%
Capital Outlay	284,365	4,032,960	4,349,670	4,060,510	0.7%
Total	220,190	5,270,960	4,648,170	5,955,210	13.0%

Annual Expenses by Class - 2017 Bond Capital Summary

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Contractual Services	48,046	-	-	-	N/A
Capital Outlay	(32,458)	1,032,940	843,940	1,125,000	8.9%
Total	15,588	1,032,940	843,940	1,125,000	8.9%

Annual Expenses by Class - 2019 Bond Capital Summary

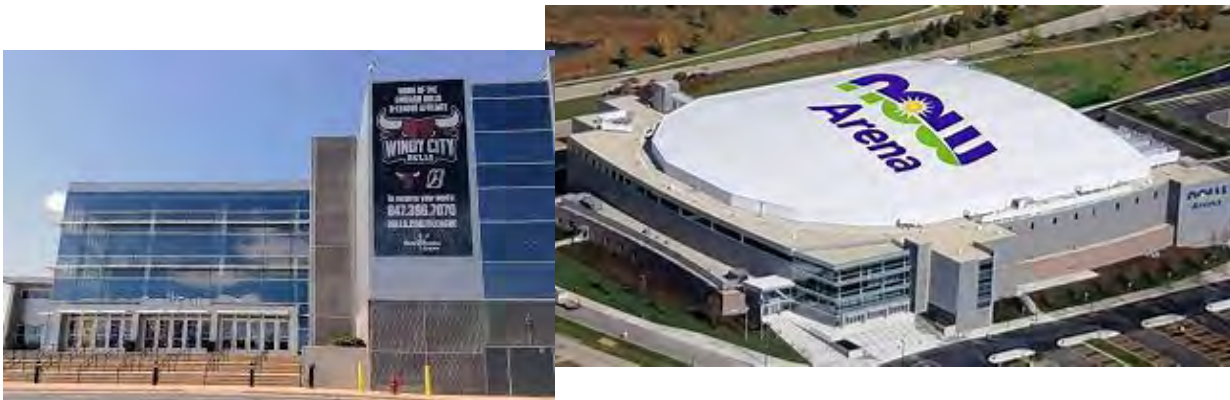
Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Commodities	(180,755)	-	-	-	N/A
Contractual Services	411,234	-	-	-	N/A
Capital Outlay	-	-	-	-	N/A
Total	230,479	-	-	-	N/A

NOW ARENA OPERATING FUND

Village of Hoffman Estates

Description

The Arena Operating Fund was established to account for all operations at the Arena when the Village assumed ownership of the facility in 2009. Since 2011, the budget from the Arena management company has been included under Arena Operating Expenses, as well as Net Event Income and Premium/Other Income. In 2020, the Arena's naming rights transitioned ownership from Sears Holdings to the NOW Health Group, ending the name Sears Centre Arena. The Arena was officially renamed the NOW Arena on September 1, 2020. The Arena remains operated by Spectra, a management company hired by the Village and currently owned by Comcast.



2022 Accomplishments

- The Arena reopened without COVID restrictions in September of 2021. Fiscal year 2022 has not been interrupted by pandemic restrictions to date and operations have returned to normal. With a full year of events and operations running without these restrictions, it is forecasted that the arena will generate \$2.8M in event income which would be a record amount for the arena since the Village took ownership.
- The Arena hosted a record number of concerts with AEG, the second largest promoter in North America, including Excision (EDM, two nights), For King and Country (Christian Contemporary) and Koe Wetzel & Jelly Roll (Country).
- The Hideaway Brew Garden (HBG) opened its fourth year of operation in May, 2022 and ended the season in early October. The HBG once again hosted over 70 themed events throughout the season featuring bands and DJ's. HBG also hosted several corporate events and not-for-profit charitable outings. The venue outperformed last year's sales with gross food and beverage sales exceeding \$900,000 and over \$150,000 in event income.
- The Windy City Bulls (WCB) opened their G-League season games with an opening night crowd of over 2,500 on November 5. The WCB will be hosting 24 home games at the NOW Arena after COVID interrupted seasons the past few years.

NOW ARENA OPERATING FUND

Village of Hoffman Estates

- In September, the Arena again partnered with NOW Foods and Feed My Starving Children to host a meal packing event at the Arena. This was another successful event providing much needed support to needy children and families, resulting in 500,000 packed meals.
- The NOW Arena was awarded \$7.2M of Shuttered Venues Operators Grant (SVOG) funds in 2021 from the Small Business Administration. These grant funds offset debt service payments in 2022 and allowed for reinvestment in the building to address needed capital projects.
- A number of major capital improvement projects were completed in 2022. Several exterior doors were replaced, the rooftop HVAC units were completely replaced, new IT switches were installed and a new Point of Sale system was installed and operational this fall.
- The Food and Beverage Agreement was renewed to provide concession services to the arena. The Memorandum of Agreement for security and other contractual services was renewed and a Licensed User Agreement was amended to provide improved ticketing services at the arena.

Goals, Objectives and Performance Measures

- With a successful COVID-free year coming to a close in 2022, the arena is looking forward to another successful year in 2023. There are several exciting events on the horizon such as the USA Gymnastics U.S. Classic, Cirque Du Soleil Corteo, Hot Wheels Monster Truck, Windy City Bulls basketball and Professional Championship Bull Riders events. Based on the 81 budgeted events and pending contracts, event income is forecast at nearly \$2.5 million.
- The Arena will continue to support the Windy City Bulls marketing efforts in order to create new sales to assist in returning to pre-COVID attendance levels. The Arena will partner with the team on Alex Caruso Night (the most popular game of the 2021-2022 season), \$2 Beer Night and Dynasty Night.
- The Arena will look to renew several large sponsorship clients in 2023 including Wintrust Bank, White Claw and MolsonCoors.
- Capital improvement projects will continue into 2023. Replacement of 1,200 retractable seats, lower level suite renovation, refurbishment of the concourse floor, painting of the concourse walls, landscaping and IT upgrades are all planned for next year.
- Build upon the success of the Hideaway Brew Garden in 2023. The HBG has seen several new amenities and upgrades over the past few years and arena staff will work toward increasing event income of this operation to exceed \$200K this upcoming season.

NOW ARENA OPERATING FUND

Village of Hoffman Estates

Create a thriving and vital local economy with a strong blend of retail, clean-industrial, commercial and residential properties.

Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Economic Development	Work with promoters to achieve a net event operating income of \$1.85M or more at or around the NOW Arena annually	Annual net event operating income (in Millions)	\$0.61	\$1.36	\$1.79	\$2.48

Annual Revenues and Expenditures by Class-Activity Summary

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Operating Revenues					
Net Event Income	3,768,885	9,875,750	3,556,730	10,258,450	3.9%
Premium/Other Income	554,910	380,590	72,920	380,810	0.1%
Total Operating Revenues	4,323,795	10,256,340	3,629,650	10,639,260	3.7%
Operating Expenses					
Arena Operating Expenses	5,064,422	10,981,360	4,738,860	11,186,990	1.9%
Total Operating Expenses	5,064,422	10,981,360	4,738,860	11,186,990	1.9%
Operating Income (Loss)	(740,627)	(725,020)	(1,109,210)	(547,730)	-24.5%
Transfers					
Transfer from NOW Arena Optg	990,000	725,020	1,109,210	547,730	-24.5%
Total Transfers	990,000	725,020	1,109,210	547,730	-24.5%
Net Income (Loss)	249,373	-	-	-	N/A

NOW ARENA OPERATING FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class-Operating Summary

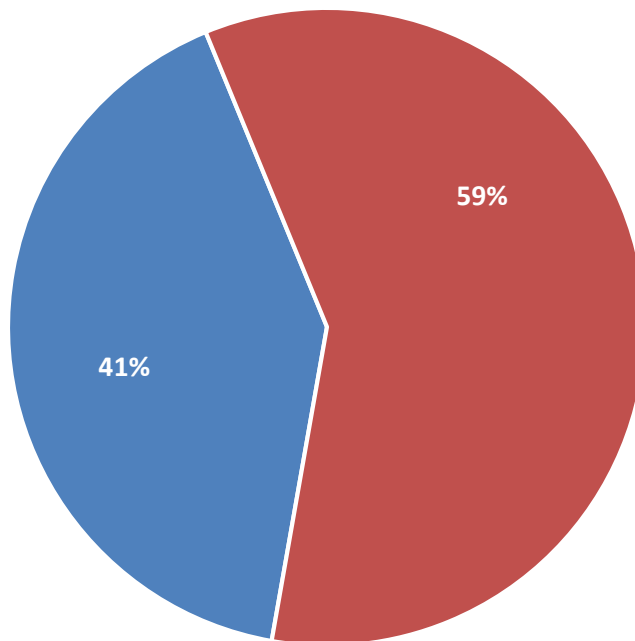
Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Operating Revenues					
Taxes	2,421,685	2,369,420	2,894,000	2,785,000	17.5%
Charges for Services	72,225	37,090	40,120	38,200	3.0%
Miscellaneous	221,115	80,000	86,000	80,000	0.0%
Total Operating Revenues	2,715,025	2,486,510	3,020,120	2,903,200	16.8%
Operating Expenses					
Village Operating Expenses	131,156	2,463,040	2,629,510	870,400	-64.7%
Total Operating Expenses	131,156	2,463,040	2,629,510	870,400	-64.7%
Capital Outlay					
Department Equipment	4,916	-	-	-	N/A
Total Capital Outlay	4,916	-	-	-	N/A
Operating Income (Loss) Before Depreciation	2,578,952	23,470	390,610	2,032,800	8561.3%
Depreciation Expense	(2,066,670)	-	-	-	N/A
Operating Income (Loss)	512,282	23,470	390,610	2,032,800	8561.3%
Non-Operating Revenues					
Investment Earnings	238	-	15,000	10,000	N/A
Bond Expense	1,959,888	-	-	-	N/A
Amortization Expense	(113,325)	-	-	-	N/A
Total Non-Operating Revenues	1,846,800	-	15,000	10,000	N/A
Non-Operating Expenses					
Operating Transfers In	4,198,788	50,000	-	-	-100.0%
Operating Transfers Out	(1,088,775)	(1,696,090)	(2,656,370)	(3,623,370)	113.6%
Total Non-Operating Expenses	3,110,013	(1,646,090)	(2,656,370)	(3,623,370)	120.1%
Net Income (Loss)	5,469,095	(1,622,620)	(2,250,760)	(1,580,570)	-2.6%

INTERNAL SERVICE FUNDS Village of Hoffman Estates

Internal Service Funds include the Insurance Fund and the Information Technology Fund. These funds are used by state and local governments to account for the financing of goods and services provided by one department to other departments within the organization on a cost-reimbursement basis. The Insurance Fund accounts for the servicing and payment of claims for the Village's self-insurance programs including Workers' Compensation and Liability Insurance. The Information Technology Fund accounts for the operation of the Information Technology Department of the Village. Financing for both of these funds is provided through billings to various Village Departments.

Total 2023 Budget	\$4,922,700
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Annual Expenses by Fund



■ Insurance Fund ■ Information Technology Fund

INSURANCE FUND

Village of Hoffman Estates

Description

The Insurance Fund accounts for liability and worker's compensation insurance coverage and associated loss control and loss prevention services for the Village, as well as unemployment benefits and excess liability coverage. It is overseen by the Risk Manager who is part of the Human Resources Management Division.

	2021	2022	2023
FTE's – Full Time	1.00	.80	.80

2022 Accomplishments

- Completed an evaluation for excess workers' compensation and property casualty insurance coverage and recommended an insurance renewal package to the Village Board.
- Conducted the annual Safety Lunch this year. There were 152 employees in attendance.
- Brought several workers' compensation and liability claims to an amicable resolution.
- Implemented a new occupational health provider.
- Reduced the projected frequency of workers' compensation claims by 25%.
- Reduced the projected severity of workers' compensation claims by 103%.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Charges for Services	1,787,050	1,788,500	1,742,900	1,840,390	2.9%
Investment Earnings	(6,123)	500	17,000	10,000	1900.0%
Miscellaneous	90,102	4,170	9,130	-	-100.0%
Total Revenues	1,871,029	1,793,170	1,769,030	1,850,390	3.2%
Expenditures					
Salaries	99,283	103,740	64,960	105,380	-60.6%
Employee Benefits	127,081	50,010	41,730	42,970	-14.1%
Contractual Services	1,817,161	1,818,500	1,742,900	1,870,390	2.9%
Total Expenditures	2,043,524	1,972,250	1,849,590	2,018,740	2.4%
Net Revenues over Expenditures	(172,495)	(179,080)	(80,560)	(168,350)	-6.0%

INFORMATION TECHNOLOGY FUND

Village of Hoffman Estates

Description

The Information Technology department is responsible for administration, implementation and maintenance of all Village computer operations, connectivity, hardware and software. The Information Technology staff comprises the following teams:

- The Network and Technical Support Division provides support and maintenance for over five miles of Village owned Fiber Optic cabling, six FCC licensed microwave links used as a backup connection for our main infrastructure, 39 wireless access points, 1,000 individual devices, approximately 400 active directory accounts and 451 Microsoft Exchange email accounts dispersed between nine Village facilities. This team is the central point of contact and escalation for system outages and technical support requests, as well as having responsibilities for operational/technical legacy system support, Village-wide network host communications, security administration and data recovery. Software and technical support is provided to evaluate, procure, develop or modify software programs to the specified needs of various Village departments. Hardware and technical support is provided for Village-wide, remote and local area operating platforms. Networked automation support is available to all Village staff including a trouble call hotline. Centralized computer processing services are provided on all major systems, including system backups and data recovery.
- The Business Applications Team is responsible for system admin, application support, and data integrity for all CentralSquare PLUS and Community Development series software suites that are comprised of applications for licensing of businesses, pets, Basset servers, permits, code enforcement, inspections, projects and planning, false alarm billing, miscellaneous billing, and utility billing, as well as cash receipts, fund accounting, requisitions and POs, AP checks, human resources, benefits, open enrollment, and payroll. These responsibilities include: employee training, software customization, report writing and data extraction (business intelligence), Software as a Service (SaaS) implementation, compliance, and acting as the liaison between users and the software vendor. Troubleshooting and resolving issues that arise is the responsibility and large part of this team's priorities.

This team provides System Administration for and liaison to our GovQA CRM and FOIA software applications. This encompasses user and request maintenance, as well as implementation of new request types and software upgrades. They are also responsible for investigating and resolving issues as they occur and any reporting requirements requested by Village staff.

	<u>2021</u>	<u>2022</u>	<u>2023</u>
FTE's – Full Time	8.00	7.00	7.00

2022 Accomplishments

- The Technology Division deployed five replacement domain controllers. Domain controllers are responsible for centralized security, application and user authentication throughout the Village.

- The Technology Division continued to upgrade and update firmware, software on all network appliances, servers, hardware, firewalls and workstations. Furthermore, IT staff continued to apply Windows and other security patches throughout the year.
- The Technology Division worked in conjunction with Peerless Network and ATT to identify, upgrade or eliminate analog lines that are not in use in multiple Village locations.
- The Technology Division configured and deployed replacement MDT's for both the Fire and Police Departments. The units replaced were at the end of their life-cycle and warranties.
- The Technology Division installed and configured two new Storage Area Network (SAN) devices. The SAN devices are the primary high-speed file storage for the Village users. The units are geographically separated for redundancy and connected via 10Gb discrete network for replication. IT Staff also installed and configured new fail-over file cluster service to enhance the capabilities of the new SAN devices.
- The Technology Division continued to use Vulnerability Assessment software package. This software runs internally, scanning the network for vulnerabilities and compliancy issues.
- The Technology Division worked in conjunction with Peerless Networks and Sentinel Technologies to migrate the Village's analog PRI phone service to a new Cloud-based SIP trunk connection. This migration also required Cisco licensing changes as well as firmware upgrades on the existing Cisco phone gateways.
- The Technology Division upgraded Laserfiche system to utilize full Microsoft SQL database, which improved performance as well as streamlined backup and recovery operations.
- The Technology Division installed a new Dell DataDomain backup appliance. This appliance greatly improved backup operations, shortened backup windows and enhanced backup retention.
- The Technology Division migrated from Cisco to a Fortinet Wi-Fi solution utilizing our existing firewalls. During this project we were able to expand and improve the Wi-Fi coverage throughout Village facilities.
- The Technology Division continued to utilize the Fortinet EDR solution in order to enhance the Village's endpoint protection. This system is deployed on every server and workstation throughout the organization and is responsible for local defense mechanism against ever growing security threats.
- The Technology Division setup the mobile CCTV trailer for the Police Department to utilize during the Village's 4th of July festival. This allowed officers to monitor the festival and enhance public safety.

INFORMATION TECHNOLOGY FUND

Village of Hoffman Estates

- The Technology Division implemented a number of technology improvements to our conference room presentation abilities.
- The Technology Division migrated email security services to now included Microsoft's DMARC, DKIM and SPF security recommendations.
- The Technology Division continued upgrading various application and systems utilized by multiple departments. These upgrades included increased functionalities as well as enhanced security.
- The Technology Division worked with our Police and Public Works departments to pilot the new LPR solution installed in the Police vehicle.
- The Technology Division worked with Dell and Microsoft on setting up the Government Cloud O365 tenant. This project will conclude in fiscal year 2023 and will move all Village email services from Microsoft's Public Enterprise cloud into their Government cloud.
- The Technology Division worked with Pace Systems to implement a CCTV solution for the HHS Department. This project included 9 cameras with microphones which are going to be used for HHS student training.
- The Technology Division in conjunction with NIU staff re-located network equipment from their existing Hoffman Estates Campus to the Beverly Water tower. This project also included re-splicing the existing fiber optic cable to the water tower.
- During the course of the year the Information Systems Department opened a total of 2,704 requests for service, closing 2,718 resulting in a 99.5% closure rate.
- During the course of the year the Village received a total of 2,501,396 email messages of which 1,749,699 or 69% were designated as SPAM and filtered out of the system.
- The last quarter of 2021 presented quite a challenge for the Business Applications Team in implementing the Community Development software. At the eleventh hour, CentralSquare moved the environment from the Amazon Cloud to their standard Cloud environment. This move required the Business Applications team to modify every Village user account on the new platform, as well as make changes to admin setup to accommodate the new environment. Finally, all that set up had to be retested prior to Go Live. Even with these challenges, the team was able to get everything done in time for the move to production in December, with the exception of the public eTRAKiT portal.
- Working with CST, developed and tested the custom financial interface file needed to transfer fees paid via Community Development to transfer FinancePLUS each business day.
- Worked on the implementation of the payment process from eTRAKiT to CST payments and PAYA, the payment processor.
- A significant number of changes to various applications were requested after Village Staff began using the Community Development software, and the Team was focused on completing those requests during the first half of 2022.

INFORMATION TECHNOLOGY FUND

Village of Hoffman Estates

- Created and tested 197 Spatial Advisor Rules for Community Development Permits and Projects.
- The integration of GIS and Community Development revealed missing address points in GIS. These came to light during a project undertaken by the Business Application Team to compare the two systems. The team worked with GIS staff to determine the details of each missing address. There was a particular focus on building suites and condos since GIS never had those as address points, and Business Applications did have records of those. Resolving these missing points will be an on-going process for at least a couple of years.
- As a result of IT staff changes, the Business Application Team became responsible for the integration between Community Development and the Village's Laserfiche server. The team was able to identify what was causing the failure of transfer of documents between the two and provide a resolution to staff that eliminated the problem.
- Multiple Merge Docs and SSRS reports were created and/or modified by the Team to meet the requirements of Village Staff for reporting of data in Community Development.
- The Business Applications Team developed letters and invoices for all the License Renewals for the Clerk's Office, including Business, Liquor, Home Businesses, and General Premises. The Team ran the renewal process for each of these. The same was done for General Contractor Licenses and Pet Licenses for the Finance Department and for Rental Licenses for Development Services.
- A newly designed New Employee Access Form was created and implemented using Adobe by the Business Applications team that allows for electronic signature and automatic emailing to IT for processing.
- The Business Applications Team set up and tested Open Enrollment within Employee Access Center for the 2022 Benefits Year. The Team also created and modified targeting Analytic reports to evaluate choices made and progress made in the employee benefit selection period. Once the enrollment period was complete, the work to load the changes and additions from EAC to Human Resources in FinancePLUS was completed successfully.

Goals, Objectives and Performance Measures

Evaluate and integrate emerging technology and communication tools where feasible to streamline operations, improve service delivery, foster sustainability and increase accessibility and convenience to residents and businesses.						
Board Goal	Department Goals and Objectives	Measure	FY20 Actual	FY21 Actual	FY22 Estimate	FY23 Target
Technology	Ensure functionality and accessibility of the telephone and voicemail systems by testing and monitoring on a regular basis	Percentage of available days of the telephone and voicemail systems	100%	97%	98%	100%

INFORMATION TECHNOLOGY FUND

Village of Hoffman Estates

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
User Charges	1,180,690	1,487,470	1,358,800	1,667,130	12.1%
Interest Income	4,501	200	9,000	5,000	2400.0%
Misc. Revenue	(6,407)	7,000	12,000	42,800	511.4%
Transfers In	109,690	590,070	446,280	1,236,790	109.6%
Total Revenues	1,288,474	2,084,740	1,826,080	2,951,720	41.6%
Expenditures					
ADMINISTRATION					
Salaries	681,848	655,870	580,950	733,930	11.9%
Employee Benefits	161,259	234,120	215,220	221,800	-5.3%
Misc. Employee Benefits	356	15,360	14,130	17,860	16.3%
Commodities	12,856	13,750	13,700	14,700	6.9%
Contractual Services	79,381	56,910	64,270	85,260	49.8%
Cost Allocation	(77,189)	-	-	-	N/A
OPERATIONS					
Contractual Services	267,136	387,400	337,430	396,400	2.3%
Capital Outlay	104,525	199,250	199,250	262,250	31.6%
Depreciation	27,974	-	-	-	N/A
CAPITAL ASSETS					
Capital Outlay	441,022	1,120,100	911,000	1,451,800	29.6%
Cost Allocation	(317,310)	(298,020)	(209,860)	(280,040)	-6.0%
Total Expenditures	1,381,857	2,384,740	2,126,090	2,903,960	21.8%
Net Revenues over Expenditures	(93,383)	(300,000)	(300,010)	47,760	-115.9%

INFORMATION TECHNOLOGY FUND

Village of Hoffman Estates

Budget Highlights

Salaries & Wages

The 11.9% increase due staff turn-over and market adjustment.

Employee Benefits

The 5.3% decrease is due to a vacant position in 2022 which will remain vacant through 2022.

Misc. Employee Expenses

The \$2,500 or 16.3% increase is the result of higher travel and training expenses.

Contractual Services-Administration

The 49.8% increase is due to additional requests from departments for new equipment

Contractual Services-Operations

The 2.3% increase is due to the requested funding for additional workstations and other equipment.

Capital Outlay-Capital Assets

The 29.6% increase is due to projects postponed in 2021, 2022 and budget concerns being allocated to 2023.

PENSION TRUST FUNDS

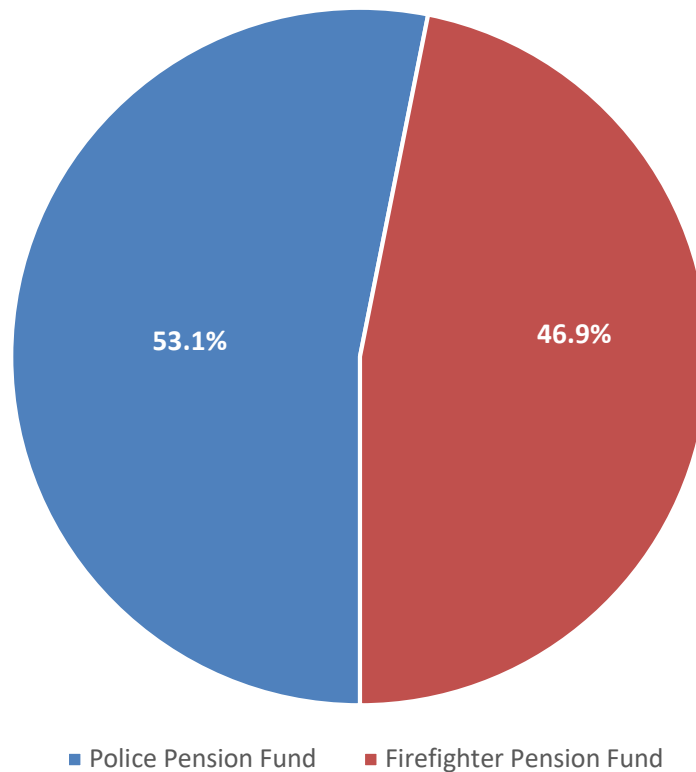
Village of Hoffman Estates

Pension Trust Funds are used to account for assets held by the Village as trustee or agent for individuals, private organizations or other governmental units. The Village's Police and Firefighters Pension Funds provide pension benefits for all retired Police and Fire personnel.

The Village's Police Pension System (PPS) participants and Fire Pension System (FPS) participants are obligated to fund all PPS and FPS costs, respectively, based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. The PPS and FPS are reported as pension trust funds because of the Village's fiduciary responsibility.

Total 2023 Budget	\$16,476,550
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Annual Expenses by Fund



POLICE PENSION

Village of Hoffman Estates

Description

The Village's sworn police employees participate in the Police Pension System (PPS) which is a defined-benefit, single-employer pension plan. The PPS functions are governed by a five-member pension board. Two members are appointed by the Village President, one member is an elected pension beneficiary, and the final two members are elected police officers. There are currently 86 participants in the Fund receiving approximately \$8.7 million in benefit payments annually. Property tax, corporate replacement tax, police officer contributions and investment earnings provide the fund with sufficient revenues to meet state mandated pension benefits. The Village hires an independent actuary to calculate the property tax levy required for the Police pension fund for the upcoming year.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	5,323,341	5,974,500	5,974,500	5,974,500	0.0%
Replacement Tax	26,473	13,400	50,000	43,500	224.6%
Charges for Services	983,031	765,000	836,430	825,000	7.8%
Investment Earnings	13,855,475	700,000	(9,300,000)	700,000	0.0%
Reimbursements	100	-	-	-	N/A
Total Revenues	20,188,421	7,452,900	(2,439,070)	7,543,000	1.2%
Expenditures					
Salaries	2,400	2,400	2,400	2,400	0.0%
Employee Benefits	7,717,433	7,941,250	8,433,780	8,704,680	9.6%
Commodities	50	3,000	3,000	3,000	0.0%
Contractual Services	47,628	41,830	42,830	44,300	5.9%
Trustees Fees	103,479	100,000	100,000	-	-100.0%
Total Expenditures	7,870,991	8,088,480	8,582,010	8,754,380	8.2%
Net Revenues over Expenditures	12,317,430	(635,580)	(11,021,080)	(1,211,380)	90.6%

FIRE PENSION

Village of Hoffman Estates

Description

The Village's sworn fire employees participate in the Firefighters Pension System (FPS) which is a defined-benefit, single-employer pension plan. The FPS functions are governed by a five-member board. Two members are appointed by the Village President, one member is an elected pension beneficiary, and the final two members are elected firefighters. There are currently 92 participants in the Fund receiving approximately \$7.7 million in benefit payments annually. Property tax, corporate replacement tax, firefighter contributions and investment earnings provide the fund with sufficient revenues to meet state mandated pension benefits. The Village hires an independent actuary to calculate the property tax levy required for the Fire pension fund for the upcoming year.

Annual Revenues and Expenditures by Class

Class	2021 Actual	2022 Budget	2022 Estimate	2023 Budget	% Change
Revenues					
Taxes	4,182,581	4,464,260	4,464,260	4,464,260	0.0%
Replacement Tax	26,473	13,400	50,000	43,500	224.6%
Charges for Services	1,038,725	950,000	932,800	950,000	0.0%
Investment Earnings	13,069,679	950,000	(750,000)	950,000	0.0%
Miscellaneous	138	-	-	-	N/A
Reimbursements	1,023	-	-	-	N/A
Total Revenues	18,318,619	6,377,660	4,697,060	6,407,760	0.5%
Expenditures					
Employee Benefits	6,917,879	7,265,980	7,402,570	7,662,220	5.5%
Misc. Employee Expenses	845	3,550	3,550	3,550	0.0%
Contractual Services	49,313	53,930	54,930	56,400	4.6%
Trustees Fees	351,875	250,000	54,020	-	-100.0%
Total Expenditures	7,319,911	7,573,460	7,515,070	7,722,170	2.0%
Net Revenues over Expenditures	10,998,707	(1,195,800)	(2,818,010)	(1,314,410)	9.9%





CAPITAL IMPROVEMENTS PROGRAM

CAPITAL IMPROVEMENTS PROGRAM

The Capital Improvements Program (CIP) is the Village's comprehensive multi-year plan for the development of the Village's capital facilities, infrastructure and improvements. Capital projects include all vehicles, in addition to projects that cost more than \$25,000 over the life of the project. The plan outlines the capital projects that are expected to take place over the next eight years (although only five years are presented in this document) and is designed to ensure that capital improvements will be made when and where they are needed, and that the Village will have the funds to pay for and maintain them. Each year, projects are reviewed for need, cost and priority.

Capital Improvements Board

The Capital Improvements Board (CIB) consists of two Village Trustees, seven Village residents and the Director of Finance, who serves as the staff liaison. As outlined in the Village Municipal Code, the CIB has the responsibilities of recommending the needs of public structures in terms of expansion and new construction, recommending plans for rebuilding roadways within the Village and recommending priorities of capital construction needs including timetables, scope of work and financing considerations.

General Project Criteria

Since the cost for funding all capital requests typically exceeds available revenue, the CIB strives to recommend funding only after considering a list of logical criteria. The primary criteria considered include:

1. Are there any legal obstacles?
2. What is the degree of citizen support?
3. Does the project address a threat to the public health and safety?
4. Is there urgency because of criteria other than public health and safety (maintenance costs, public service, etc.)?
5. Will the solution clearly solve the problem?
6. Will the tax base benefit?
7. Will maintenance costs be significantly reduced?
8. Will the solution be beneficial over a long period of time?
9. By acting now, will there be an opportunity that will be lost or will other alternatives have to be initiated?
10. Is the project consistent with the Village Board goals?

CIP Development Process

Prior to the start of the annual Operating Budget process, the Finance Department coordinates the Village-wide process of revising and updating the Village's capital plan. Village staff members from all departments participate in an extensive review of projects in the existing plan and the identification of new projects for inclusion in the CIP.

Once projects are selected for inclusion in the capital plan, decisions must be made regarding prioritizing projects, particularly during years of limited funding. Determining how and when to schedule projects is a complicated process. It must take into account the Village Board goals and funding availability. The proposed CIP is then reviewed by the CIB in detail. The CIB meets with Village staff to ask questions and help with prioritizing. The CIB then sends the recommended CIP forward to be approved by the Village's

CAPITAL IMPROVEMENTS PROGRAM

Finance Standing Committee and then on for inclusion with the annual Operating Budget, which is approved by the Village Board.

The first year of the CIP is the only year budgeted by the Village Board. The remaining seven years are for planning purposes and funding is not guaranteed to occur in the year planned. The Village Board makes the final decision about whether and when to fund a project.

The CIP is an important financial, planning and public communication tool. It gives residents and businesses a clear and concrete view of the Village's long-term direction for capital improvements and a better understanding of the Village's ongoing needs for stable revenue sources to fund large or multi-year capital projects.

Impact of the CIP on the Operating Budget

The Village's Operating Budget is directly affected by the CIP. A portion of every new capital improvement will result in ongoing expenses for routine operation, repair and maintenance upon completion or acquisition. Existing Village facilities and equipment will eventually require rehabilitation, renovation or upgrades to accommodate new uses or address needed improvements. Older facilities usually involve higher maintenance and repair costs as well.

Where some capital projects may result in increased costs, some capital improvements make a positive contribution to the fiscal well-being of the Village. Capital projects such as the redevelopment of under-performing or under-used areas of the Village, and the infrastructure expansion needed to support new development, help promote the economic development and growth that generates additional operating revenues. These new revenue sources provide the funding needed to maintain, improve and expand the Village's infrastructure.

Operating impacts are carefully considered in deciding which projects move forward in the CIP because it is not possible for the Village to fund several large-scale projects concurrently that have significant operating budget impacts. Therefore, projects will be staggered over time.

Please note that the total amount of capital projects showing in this section for the current fiscal year will not equal the total amount of capital expenses budgeted and showing earlier in this document. This is primarily for two reasons. First, there are several projects showing in the CIP that need to be planned for and in the Village's projections, however, a funding source has not been determined as of yet. These projects are shown as unfunded in the CIP and are included in the totals, but are not included in the Operating Budget. Second, items of a capital nature under \$25,000 are not showing in the CIP but are included in the capital expense line item of the Operating Budget.

CAPITAL IMPROVEMENTS PROGRAM

How to Read this Section

Each department request is known as a project and is listed on its respective department summary. Summaries are provided based on CIP requests by project type, department and funding source. You can examine each project by project type. Each project falls into 1 of 6 project type groups:

1. Water and Sanitary Sewer
2. Street and Related Infrastructure Improvements
3. Public Buildings
4. Miscellaneous Public Improvements
5. Equipment
6. Technology

Each project is also summarized by department. You can examine each project under the department section of the CIP. The departments are:

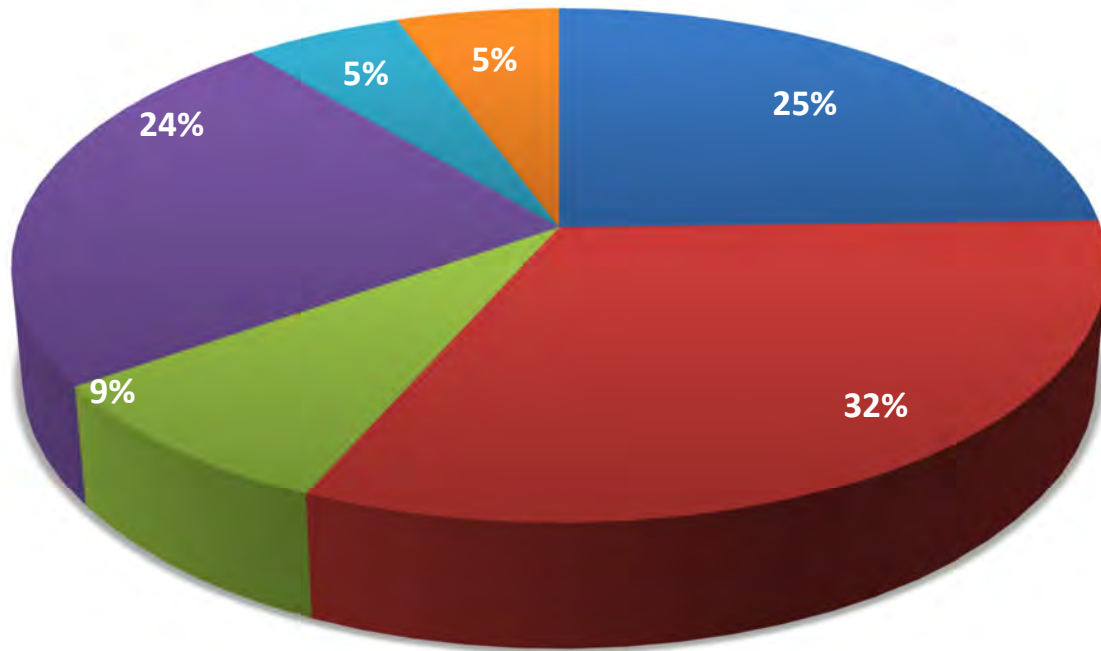
1. General Government
2. Police
3. Fire
4. Public Works
5. Development Services
6. Prairie Stone Capital
7. Information Systems
8. Sears Centre Arena

Within each department, projects that are classified as significant and non-routine will include a description of the project, along with its financial impact on the Operating Budget. Significant projects are those that cost more than \$500,000 over the life of the project. Non-routine projects are those that do not span over multiple fiscal years. The Village considers all vehicles as routine projects due to the fact that their useful life is on a planned schedule, which is typically between 2-15 years.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

Summary of Capital Requests by Project Type



■ Water & Sanitary Sewer
■ Public Buildings
■ Equipment

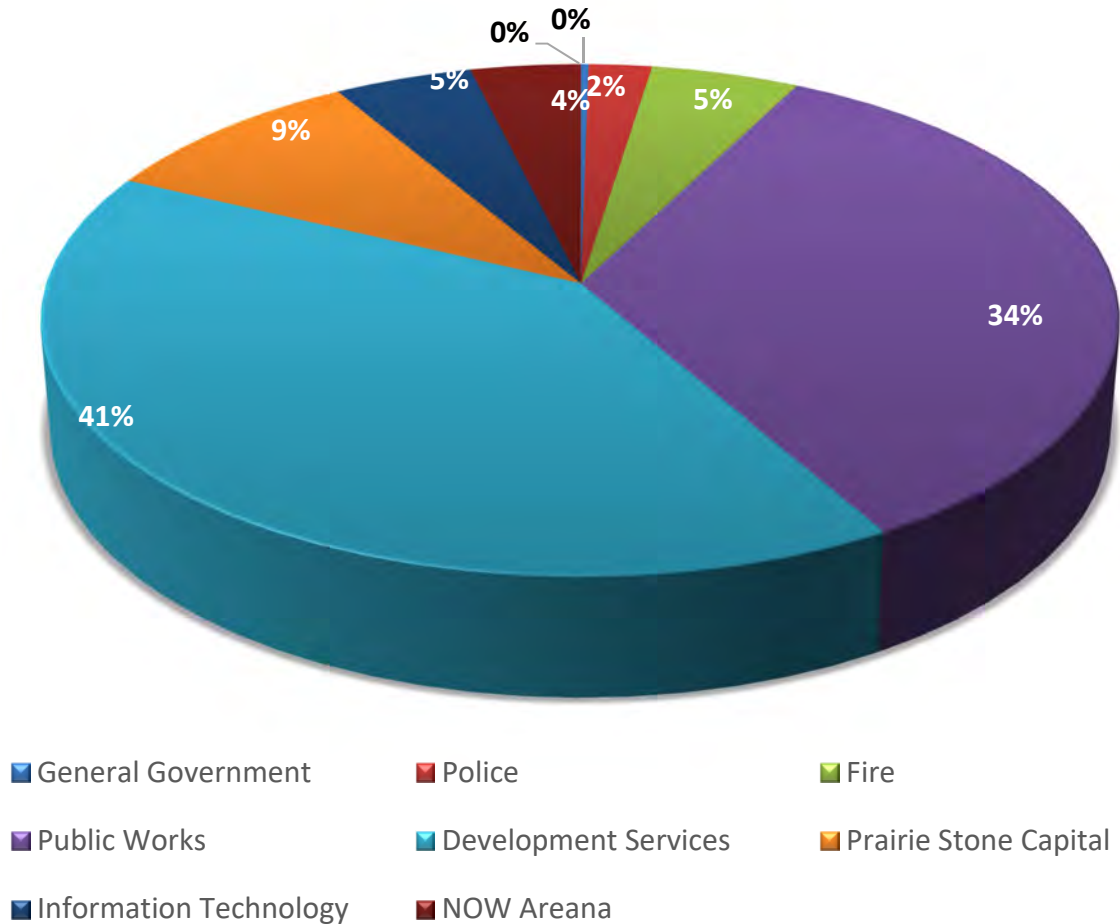
■ Street & Related Infrastructure
■ Misc. Public Improvements
■ Technology

Project Type Group	2023	2024	2025	2026	2027	Total 2023-2027
Water & Sanitary Sewer	5,687,000	6,169,120	4,629,900	2,298,400	5,413,940	24,198,360
Street & Related Infrastructure	7,414,590	13,974,760	11,970,000	8,870,000	7,530,000	49,759,350
Public Buildings	1,984,500	9,087,300	13,548,200	1,290,700	437,000	26,347,700
Miscellaneous Public Improvements	5,521,050	4,200,050	3,507,100	1,829,650	1,900,000	16,957,850
Equipment	1,249,670	2,153,280	1,527,660	2,286,410	1,364,080	8,581,100
Technology	1,286,200	2,890,850	924,900	833,400	757,200	6,692,550
TOTAL COSTS	\$23,143,010	\$38,475,360	\$36,107,760	\$17,408,560	\$17,402,220	\$132,536,910

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

Summary of Capital Requests by Department



Department	2023	2024	2025	2026	2027	Total 2023-2027
General Government	60,000	-	25,000	25,000	-	110,000
Police	502,620	1,063,660	575,860	669,530	635,280	3,446,950
Fire	1,180,000	10,935,220	12,150,000	992,230	534,000	25,791,450
Public Works	7,912,000	7,270,120	6,773,200	3,720,100	5,893,940	31,569,360
Development Services	9,364,590	16,462,260	13,895,000	10,547,000	9,400,000	59,668,850
Prairie Stone Capital	2,150,000	1,550,000	1,500,000	-	-	5,200,000
Information Technology	1,096,800	826,300	735,500	644,000	564,000	3,866,600
NOW Arena	877,000	367,800	453,200	810,700	375,000	2,883,700
TOTAL COSTS:	23,143,010	38,475,360	36,107,760	17,408,560	17,402,220	\$ 132,536,910

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

Summary of Capital Requests – Source of Funds

Proposed Source of Funds	2023	2024	2025	2026	2027	Total 2023-2027
General Fund	4,006,620	7,512,630	4,023,660	3,872,660	3,429,990	22,845,560
Water & Sewer Fund	5,768,500	5,644,620	5,198,400	2,430,700	5,266,440	24,308,660
Motor Fuel Tax Fund	1,925,000	2,200,000	2,200,000	2,200,000	2,200,000	10,725,000
CDBG Fund	295,000	75,000	295,000	75,000	275,000	1,015,000
Prairie Stone Capital Funds:	650,000	50,000	-	-	-	700,000
2017 Bond Proceeds	1,111,000	-	-	-	-	1,111,000
Lakewood Center TIF Fund	-	-	30,000	-	-	30,000
Higgins/Hassell TIF Fund	90,000	990,000	-	-	-	1,080,000
Electric Utility Tax	1,650,000	1,800,000	1,800,000	1,800,000	1,800,000	8,850,000
Municipal Motor Fuel Tax	380,000	380,000	380,000	380,000	380,000	1,900,000
Municipal Gas Use Tax	1,160,000	1,160,000	1,160,000	1,160,000	1,160,000	5,800,000
Packaged Liquor Tax	250,000	330,000	330,000	330,000	330,000	1,570,000
Stormwater Management Fund	1,015,000	500,000	500,000	500,000	500,000	3,015,000
Information Technology User Charges	-	-	-	90,000	-	90,000
Information Technology Fund Balance	120,000	10,000	75,000	-	40,000	245,000
Road Improvement Fund Balance	402,500	-	-	-	-	402,500
Western Improvement Impact Fee Fund	-	-	70,000	-	-	70,000
Western Area Traffic Improvement Fund	-	-	25,000	-	-	25,000
Western Corridor Fund	390,000	1,250,000	775,000	-	-	2,415,000
Developer Contributions	-	-	105,000	-	-	105,000
Grant Funding	199,590	3,420,510	1,270,000	545,000	28,290	5,463,390
Hoffman Blvd Bridge Maintenance	40,000	230,000	-	-	-	270,000
Rebuild Illinois Capital Funds	-	-	250,000	300,000	-	550,000
Rebuild Illinois Local Funds:	570,000	-	-	-	-	570,000
Levy 3% Capital Fund	76,000	37,800	15,000	15,000	15,000	158,800
NOW Arena Fund	827,000	330,000	338,200	395,700	220,000	2,110,900
NOW Arena Operating Budget	16,800	20,300	-	-	10,000	47,100
Unfunded	2,200,000	12,534,500	17,267,500	3,314,500	1,747,500	37,064,000
TOTAL SOURCES OF FUNDS	\$23,143,010	\$38,475,360	\$36,107,760	\$17,408,560	\$17,402,220	\$132,536,910

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

General Government Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Ed and Mary Hennessy Conference Room A/V Upgrade	60,000	-	-	-	-	60,000
Replacement of Video Server	-	-	25,000	-	-	25,000
Replacement of Board Room Presentation Systems	-	-	-	25,000	-	25,000
TOTAL COSTS:	\$ 60,000	\$ -	\$ 25,000	\$ 25,000	\$ -	\$ 110,000

Significant Non-Routine Projects:

There are no significant non-routine projects in the General Government Department.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS Police Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Body Worn Cameras	122,000	122,000	122,000	122,000	125,800	613,800
In-Car Digital Video Cameras	67,400	67,400	67,400	67,400	67,400	337,000
Tornado Siren Replacement HE-11	21,050	-	-	-	-	21,050
Patrol Vehicle P19	48,650	-	-	-	-	48,650
Patrol Vehicle P20	48,650	-	-	-	-	48,650
Patrol Vehicle P22	48,650	-	-	-	-	48,650
Patrol Vehicle P24	48,950	-	-	-	-	48,950
Patrol Vehicle P26	51,550	-	-	-	-	51,550
Police Admin Vehicle P08	45,720	-	-	-	-	45,720
Portable Radios	-	500,000	-	-	-	500,000
Tornado Siren Replacement HE-09	-	21,550	-	-	-	21,550
Patrol Vehicle P17	-	52,850	-	-	-	52,850
Patrol Vehicle P23	-	49,940	-	-	-	49,940
Patrol Vehicle P25	-	50,090	-	-	-	50,090
Patrol Vehicle P30	-	50,000	-	-	-	50,000
Patrol Vehicle P31	-	52,830	-	-	-	52,830
Police Admin Vehicle P01	-	46,830	-	-	-	46,830
Traffic Section Vehicle P51	-	50,170	-	-	-	50,170
Tasers	-	-	57,240	-	-	57,240
Tornado Siren Replacement HE-13	-	-	22,100	-	-	22,100
Patrol Vehicle P11	-	-	51,260	-	-	51,260
Patrol Vehicle P13	-	-	51,260	-	-	51,260
Patrol Vehicle P15	-	-	51,260	-	-	51,260
Patrol Vehicle P21	-	-	51,260	-	-	51,260
Patrol Vehicle P27	-	-	61,100	-	-	61,100
Admin Vehicle 94	-	-	40,980	-	-	40,980
Tornado Siren Replacement HE-12	-	-	-	22,650	-	22,650
Patrol Vehicle P10	-	-	-	52,610	-	52,610
Patrol Vehicle P14	-	-	-	52,610	-	52,610
Patrol Vehicle P16	-	-	-	52,610	-	52,610
Patrol Vehicle P18	-	-	-	52,610	-	52,610
Police Admin Vehicle P02	-	-	-	49,190	-	49,190
Police Admin Vehicle P06	-	-	-	49,190	-	49,190
Investigations Vehicle P40	-	-	-	43,240	-	43,240
Investigations Vehicle P48	-	-	-	52,710	-	52,710
Traffic Section Vehicle P50	-	-	-	52,710	-	52,710

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CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Patrol Vehicle P12	-	-	-	-	71,740	71,740
Police Admin Vehicle P03	-	-	-	-	51,870	51,870
Patrol Vehicle P29	-	-	-	-	55,560	55,560
Investigations Vehicle P42	-	-	-	-	50,420	50,420
Investigations Vehicle P44	-	-	-	-	50,420	50,420
Investigations Vehicle P45	-	-	-	-	54,040	54,040
Investigations Vehicle P47	-	-	-	-	54,040	54,040
Traffic Section Vehicle P59	-	-	-	-	53,990	53,990
TOTAL COSTS:	\$ 502,620	\$ 1,063,660	\$ 575,860	\$ 669,530	\$ 635,280	\$ 3,446,950

Significant Non-Routine Projects:

There are no significant non-routine projects in the Police Department.

CAPITAL REQUESTS

Fire Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Ambulance 22	450,000	-	-	-	-	450,000
Fitness equipment at Fire Stations	30,000	-	30,000	-	30,000	90,000
Fire Station Improvements	700,000	8,200,000	12,000,000	-	-	20,900,000
Engine 23	-	850,670	-	-	-	850,670
Ambulance 23	-	450,000	-	-	-	450,000
Portable Radio Upgrade	-	855,150	-	-	-	855,150
Cardiac Monitors	-	520,000	-	-	-	520,000
Fire Car 9	-	59,400	-	-	-	59,400
Fire Car 8	-	-	120,000	-	-	120,000
Engine 22	-	-	-	927,230	-	927,230
Fire Car 5	-	-	-	65,000	-	65,000
Ambulance 24	-	-	-	-	504,000	504,000
TOTAL COSTS:	1,180,000	10,935,220	12,150,000	992,230	534,000	25,791,450

CAPITAL IMPROVEMENTS PROGRAM

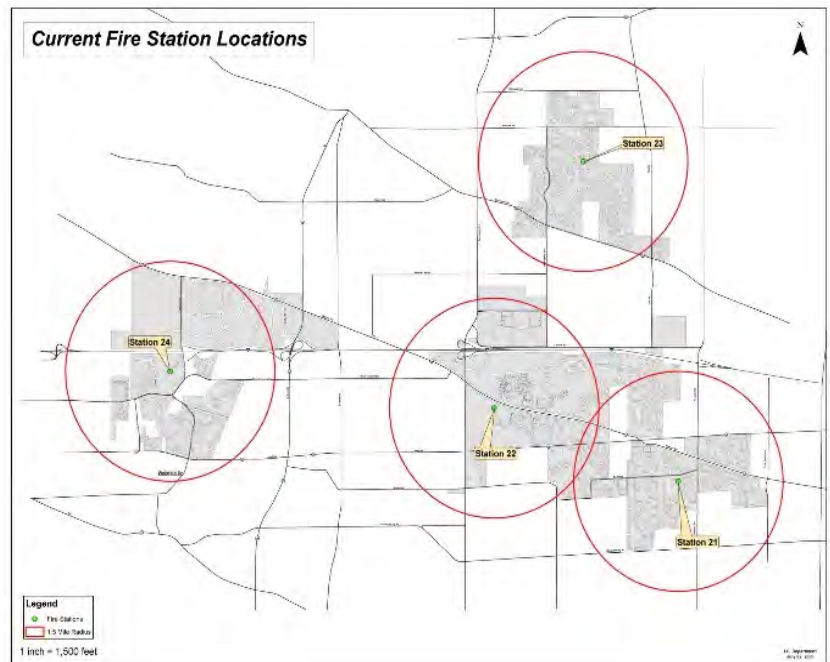
Village of Hoffman Estates

Significant Non-Routine Projects:

Fire Station Improvements

Total Cost: \$20,900,000
FY 2023 Cost: \$700,000
Source of Funds: Unfunded

Description: This project is the relocation of the fire station #21 and #22, which were originally built in 1960 and 1974. Numerous studies, as part of an ISO evaluation, have concluded that there is a need to relocate stations #21 and #22 to continue to meet the industry standard response time of four to six minutes. In FY2022, an in-depth analysis was conducted to determine what the outcome is for the two fire stations. Results of the study will be analyzed in FY2023 and further action will be decided upon.



Annual Impact on Operating Budget: The annual impact is unknown at this time, but it has been determined that areas of the community could be better served by emergency services in another location. Certainly, it is anticipated that a newer building would be more energy efficient.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Village Hall Elevator Upgrade	210,000	-	-	-	-	210,000
Fleet Services Maintenance Bay Floor Rehabilitation	50,000	-	-	-	-	50,000
Fleet Services Vehicle Exhaust System Rehabilitation	42,500	-	-	-	-	42,500
Fire Station #23 Kitchen Remodel	30,000	-	-	-	-	30,000
Village Hall UPS Replacement	75,000	-	-	-	-	75,000
Fire Station #21 and #22 Bathroom Remodeling	-	66,000	-	-	-	66,000
Fire Station #22 Carpet Replacement	-	38,500	-	-	-	38,500
Sunderlage House Building Repairs	-	90,000	55,000	-	-	145,000
Roof Replacements	-	65,000	600,000	-	-	665,000
Fire Station #24 Boiler Replacement	-	42,000	45,000	-	-	87,000
Fire Station #24 Chiller Replacement	-	33,000	-	-	-	33,000
Village Hall Server Room A/C Replacement	-	25,000	-	-	-	25,000
Access Control System Replacement	-	160,000	-	-	-	160,000
Village Hall Chiller and Cooling Tower Replacement	-	-	245,000	-	-	245,000
Police Department Boiler Replacement	-	-	100,000	100,000	-	200,000
Facility Tuckpointing	-	-	50,000	-	-	50,000
Police Department Building Automation System Replacement	-	-	-	320,000	-	320,000
Public Works Center Generator Replacement	-	-	-	30,000	-	30,000
Vehicle Maintenance Facility Generator Replacement	-	-	-	30,000	-	30,000
Fire Station #24 Lighting Upgrade	-	-	-	-	62,000	62,000
Heavy Duty Dump Truck (Unit #16) Replacement	270,000	-	-	-	-	270,000
Sidewalk Replacement Program	200,000	120,000	130,000	130,000	140,000	720,000
Message Center Board Replacements	-	61,500	-	-	-	61,500
Mini Dump Truck (Unit #46) Replacement	-	110,000	-	-	-	110,000
Mini Dump Truck (Unit #48) Replacement	-	80,000	-	-	-	80,000

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CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS Public Works Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Pick Up Truck (Unit #22) Replacement	-	80,000	-	-	-	80,000
Pick Up Truck (Unit #37) Replacement	-	60,000	-	-	-	60,000
Tow-behind Stump Grinder (NEW)	-	70,000	-	-	-	70,000
Heavy Duty Dump Truck (Unit #17) Replacement	-	-	310,000	-	-	310,000
Stake Body Truck (Unit #44) Replacement	-	-	80,000	-	-	80,000
Stake Body Truck (Unit #64) Replacement	-	-	75,000	-	-	75,000
Crash Attenuator (Unit #610) Replacement	-	-	25,000	-	-	25,000
Heavy Duty Dump Truck (NEW)	-	-	310,000	-	-	310,000
Pick Up Truck (NEW)	-	-	55,000	-	-	55,000
Backhoe (Unit #53) Replacement	-	-	-	190,000	-	190,000
Stake Body Truck (Unit #47) Replacement	-	-	-	180,000	-	180,000
Pump (Unit #132) Replacement	-	-	-	57,250	-	57,250
Tractor (Unit #144) Replacement	-	-	-	45,750	-	45,750
Pavement Roller (Unit #51) Replacement	-	-	-	-	59,000	59,000
Pick Up Truck (Unit #35) Replacement	-	-	-	-	57,000	57,000
Pick Up Truck (Unit #34) Replacement	-	-	-	-	51,000	51,000
Portable Light Tower (Unit #312) Replacement	-	-	-	-	18,750	18,750
Utility Terrain Vehicle (Unit #164) Replacement	-	-	-	-	18,500	18,500
Heavy Duty Dump Truck (Unit #3) Replacement	-	-	-	-	-	-
Aerial Lift Truck (Unit #85) Replacement	-	-	-	-	-	-
Tractor (Unit #57) Replacement	-	-	-	-	-	-
Portable Air Compressor (Unit #58) Replacement	-	-	-	-	-	-
Data Center Off-Site Improvements	1,200,000	-	-	-	-	1,200,000
Sewer Televising Software	70,000	-	-	-	-	70,000
Sanitary Sewer Rehabilitation	2,090,000	205,000	210,000	215,000	220,000	2,940,000

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CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Water Main Replacement	1,111,000	1,540,000	1,994,000	1,032,000	3,753,000	9,430,000
Lift Station Rehabilitation	50,000	568,000	180,000	100,000	220,000	1,118,000
Barrington Square Sanitary Sewer	90,000	990,000	-	-	-	1,080,000
Painting/Rehabilitation of T-2	750,000	-	-	-	-	750,000
Painting/Rehabilitation of T-5	790,000	-	-	-	-	790,000
Sanitary and Storm Sewer Televising/Construction	215,000	235,000	255,000	275,000	295,000	1,275,000
Hydrant Replacements	86,700	95,370	104,900	115,400	126,940	529,310
Sanitary Sewer Improvements - Route 59	80,000	80,000	90,000	90,000	100,000	440,000
Abbey Wood Pump Replacement & Control Upgrade	80,000	50,000	35,000	110,000	25,000	300,000
Water Meters - New Development	78,000	78,000	78,000	78,000	78,000	390,000
WDA Lift Station Pump/Control Replacement	76,300	87,750	-	-	52,000	216,050
4x2 Pick Up Truck (Unit #24) Replacement	67,500	-	-	-	-	67,500
Valve Replacements	60,000	31,000	32,000	33,000	74,000	230,000
System-wide Leak Detection Survey	60,000	-	-	-	70,000	130,000
Unit 21 - 4x2 Pick Up Truck	45,000	-	-	-	-	45,000
Unit 301 - Scissor Lift	35,000	-	-	-	-	35,000
Tollway Utility Crossings	-	25,000	1,540,000	-	-	1,565,000
Painting/Rehabilitation of T-1	-	329,000	-	-	-	329,000
Western Area Emergency Water Supply	-	750,000	-	-	-	750,000
Well #10 Abandonment and Alternate Emergency Water Supply	-	630,000	-	-	-	630,000
Well #10 Rehabilitation	-	475,000	-	-	-	475,000
University Lift Station Pump Improvements	-	-	66,000	-	-	66,000
Unit 62 - 4x4 Flat Bed Truck	-	-	63,300	-	-	63,300
JAWA Western Booster Station Upgrades	-	-	45,000	250,000	400,000	695,000
Semi Truck and Dump Trailer (Unit #68) Replacement	-	-	-	203,900	-	203,900
Unit 60 - Utility Van	-	-	-	83,000	-	83,000
Unit 131 - Water Pump	-	-	-	51,800	-	51,800
Crane Truck (Unit #29) Replacement	-	-	-	-	73,750	73,750
TOTAL PUBLIC WORKS	\$7,912,000	\$7,270,120	\$6,773,200	\$3,720,100	\$5,893,940	\$31,569,360

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department

Significant Non-Routine Projects:

Lift Station Rehabilitation

Total Cost: \$1,118,000

FY 2023 Cost: \$50,000

Source of Funds: Water & Sewer Fund



Description: The proposed construction for the Hampton sanitary sewer lift station consists of relocating the station to the backside of the Lincoln Prairie School property and converting it to a submersible pump. The work includes integration of new equipment, site restoration, and other miscellaneous items. The cost shown represent only the non-recurring lift station construction for this project.

Annual Impact on Operating Budget: The replacement of the Hampton Lift Station will provide increased reliability of the lift station, reducing the risk of sanitary sewage overflows and backups that contaminate water sources and damage properties. Equipped with energy efficient pumps, the lift station will have less utility power costs, improved site safety and security, increased longevity of the mechanical and electrical components, and reduced operating and maintenance costs of about \$5,000 per year.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department

Western Area Emergency Water Supply

Total Cost: \$750,000

FY 2023 Cost: \$0

Source of Funds: Water & Sewer Fund

Description: This project is to provide emergency water supply for the western area through the possible construction of an interconnection with another municipality. If the interconnect is in service, well #21 and #22 will no longer be needed and can be abandoned, and the above ground facilities can be removed.

Annual Impact on Operating Budget: In the event of an emergency and the water system is activated, two Water and Sewer personnel would be required for two full days for implementation. The approximate cost of staff time would be \$1,930 per occurrence including salary and benefits.



Data Center Off-Site Improvements

Total Cost: \$1,200,000

FY 2023 Cost: \$1,200,000

Source of Funds: Water & Sewer Fund

Description: The construction of the Microsoft Data Center will require off-site sanitary sewer pipe upgrades and an upgrade to the Pfizer Lift Station, located at Central Road, to accommodate the planned sanitary flow volume required by the data center. The Village will construct the off-site improvements, however the developer is responsible for the full cost of the design, permitting, construction and management of the required upgrades to the Village's system.

Annual Impact on Operating Budget: The Data Center Off-Site improvements would not incur any additional operating cost for the Village for at least five years.



CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department

Tollway Utility Crossing



Total Cost: \$1,565,000

FY 2023 Cost: \$0

Source of Funds: Water & Sewer Fund

Description: In 2013, the Illinois Tollway began rebuilding and widening the Jane Addams Memorial Tollway (I-90) between Rockford and Chicago. This construction will require the Village to relocate and replace its water main crossings underneath the Tollway.

Annual Impact on Operating Budget: This water main relocation will not result in any increase in operating expenditures, as it is a relocation of an existing water main.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department



Well #10 Abandonment and Alternate Emergency Water Supply

Total Cost: \$630,000

FY 2023 Cost: \$0

Source of Funds: Water & Sewer Fund

Description: This project requires the abandonment of the emergency back-up well located at 2150 Stonington Avenue (well #10) and construction of a new emergency water supply in south-central Hoffman Estates. Currently, this well is not functioning. In order to ensure a viable emergency water supply for the Village, this well must be rehabilitated and returned to service or abandoned once an additional emergency water supply has been established. This project is proposed as an alternate to well #10 rehabilitation.

Annual Impact on Operating Budget: This abandonment or rehabilitation of well #10 and establishment of an alternate emergency water supply would not incur any additional operating costs for the Village until FY2024.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Public Works Department



JAWA Western Booster Station Upgrades

Total Cost: \$695,000

FY 2023 Cost: \$0

Source of Funds: Water & Sewer Fund

Description: This project will result in increased pumping capacity, system pressure, and emergency water supply for the Village's Western Development Area (WDA). The current capacity of this station will become inadequate in the future as development in western Hoffman Estates continues.

Annual Impact on Operating Budget: The upgrades would not incur any additional operating costs for the Village for at least two years.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS Development Services

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
CDBG Projects	95,000	75,000	95,000	75,000	75,000	415,000
Unit C83 Ford Explorer Replacement	-	40,500	-	-	-	40,500
Unit C99 Hybrid Automobile Replacement	-	-	-	-	38,000	38,000
Street Revitalization	6,245,000	6,575,000	6,575,000	6,775,000	6,775,000	32,945,000
Stormwater Projects	1,415,000	1,475,000	1,390,000	1,230,000	1,325,000	6,835,000
Beverly Rd - Prairie Stone to Beacon Pointe	295,000	2,497,000	-	-	-	2,792,000
Village Collector Street Light Implementation	600,000	500,000	500,000	500,000	500,000	2,600,000
Parking Lots	65,000	840,000	1,855,000	20,000	20,000	2,800,000
STP Resurfacing	100,000	130,000	1,040,000	825,000	500,000	2,595,000
Hassell Road Corridor Bike & Ped Enhancements	134,590	1,547,760	-	-	-	1,682,350
Shoe Factory Road/Beverly Road Improvements	375,000	1,700,000	1,600,000	-	-	3,675,000
Hoffman Blvd Bridge Maintenance	40,000	517,000	-	2,000	-	559,000
Hassell Road West Extension	-	125,000	75,000	1,100,000	-	1,300,000
Sidewalk & Bicycle Improvements	-	15,000	20,000	20,000	20,000	75,000
Intersection Improvements - Signals	-	425,000	-	-	75,000	500,000
Central Road Bicycle Path	-	-	675,000	-	-	675,000
Engineering Vehicle - Unit E75	-	-	32,000	-	-	32,000
Engineering Vehicle - Unit E95	-	-	38,000	-	-	38,000
Engineering Vehicle - Unit E93	-	-	-	-	36,000	36,000
Engineering Vehicle - Unit E96	-	-	-	-	36,000	36,000
Engineering Vehicle - Unit E92	-	-	-	-	-	-
Engineering Vehicle - Unit E94	-	-	-	-	-	-
Engineering Vehicle - Unit E98	-	-	-	-	-	-
TOTAL DEVELOPMENT SERVICES	\$9,364,590	\$16,462,260	\$13,895,000	\$10,547,000	\$9,400,000	\$59,668,850

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Development Services

Significant Non-Routine Projects:

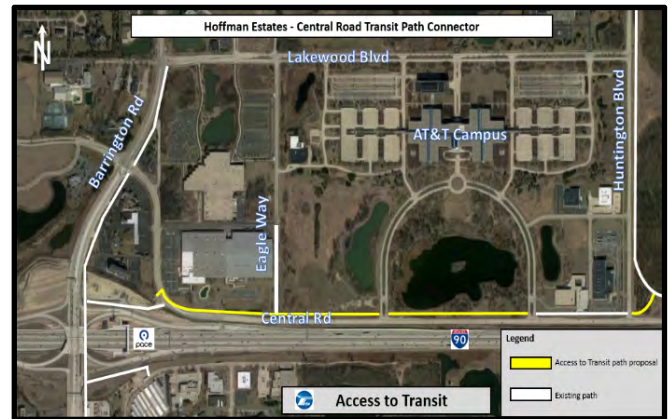
Central Road Bicycle Path

Total Cost: \$675,000

FY 2023 Cost: \$0

Source of Funds: Central Area Road
Improvement Impact Fee Fund

Description: This bicycle path would be located on the north side of Central Road from the Pace Park & Ride lot to Huntington Boulevard, connecting with the existing path in the Paul Douglas Forest Preserve.



Annual Impact on Operating Budget: The Central Road Bicycle Path would not incur any additional operating costs for the Village for at least two years.

Stormwater Projects

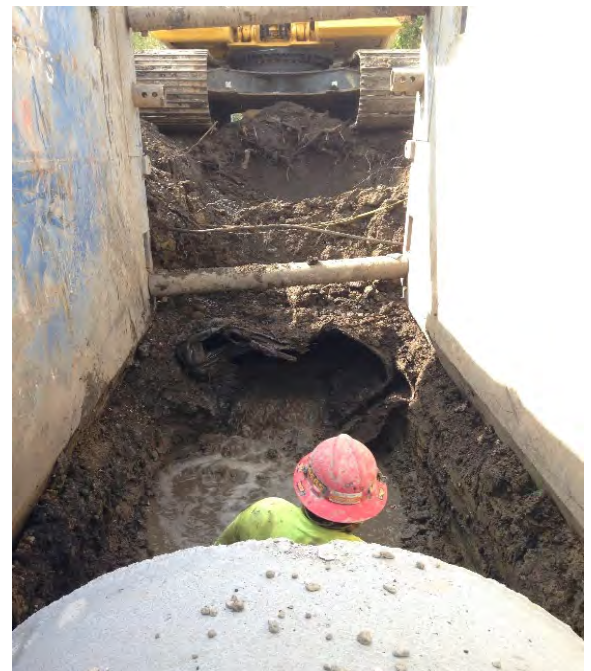
Total Cost: \$6,835,000

FY 2023 Cost: \$1,415,000

Source of Funds: Stormwater
Management Fund

Description: The Stormwater Utility Fee that was implemented in 2014 has allowed for an expanded Stormwater Management Program to replace existing storm sewers due to limited capacity and poor condition. Only the non-recurring replacement of the storm sewer at Alhambra Lane, Arizona Boulevard, and Ashland Street in FY2023 is shown here.

Annual Impact on Operating Budget: These failing storm sewers and culvert pipes have not caused any immediate maintenance costs. The replacements will decrease overland water flow and roadway flooding and prevent future erosion damage.



CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Development Services

Beverly Rd. Bicycle Path & Resurfacing

Total Cost: \$2,792,000

FY 2023 Cost: \$295,000

Source of Funds: Capital Improvements Fund

Description:

This bicycle path consists of two separate sections, the northern section is from Prairie Stone Parkway to Higgins Road. This path would connect the Prairie Stone Business Park with a future path along Higgins Road. The southern section from Shoe Factory Road to Beacon Point Drive is along the frontage to an undeveloped parcel. Phase I engineering was selected for the Invest in Cook County grant which allows us to apply for future funding to cover construction and Phase II engineering.



Annual Impact on Operating Budget: The Beverly Road Bicycle Path would not incur any additional operating costs for the Village for at least five years.

Shoe Factory Road

Total Cost: \$3,675,000

FY 2023 Cost: \$375,000

Source of Funds: Road Improvement Fund



Description: The project scope is to reconstruct and widen Shoe Factory Road to four lanes plus turn lanes from east of Beverly Road to Essex Drive. Included in the project are roadway lighting, sidewalk, bike path, landscaped medians and parkways and potential traffic signals. The Village is working with Cook County on specific plans for this project.

Annual Impact on Operating Budget: Since Shoe Factory Road is a County road, the Village is not responsible for ongoing maintenance.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

Development Services

Barrington Road I-90 Sub Area Plan Improvements

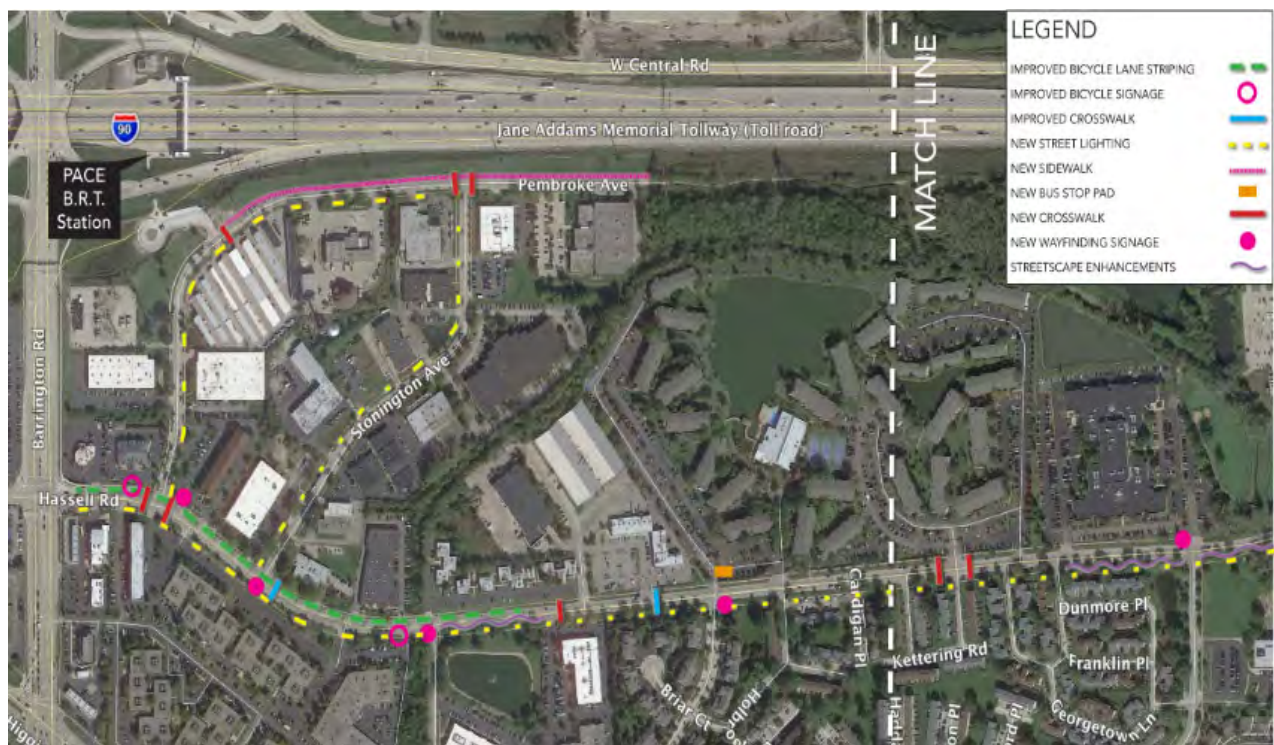
Total Cost: \$1,682,350

FY 2023 Cost: \$134,590

Source of Funds: Developer Contribution

Description: The Barrington Road I-90 Sub Area Plan provides solutions for land use, development and connectivity for the sub area located by the I-90 interchange. Currently two projects have been identified for immediate implementation. One is the Hassell Road west extension and roadway upgrades. The second is ITEP Hassell Road Corridor which will include pedestrian and bicycle safety enhancements and other streetscape enhancements.

Annual Impact on Operating Budget: The Barrington Road I-90 Sub Area Plan Improvement would not incur any additional operating cost for the Village for at least five years.



CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS Information Technology Department

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Village Servers and Storage	55,000	55,000	55,000	55,000	255,000	475,000
Cybersecurity	95,000	80,000	80,000	80,000	80,000	415,000
User PC's, Laptops and Workstations	139,000	139,000	139,000	139,000	139,000	695,000
NOW Arena IT Projects	162,800	30,300	75,000	-	50,000	318,100
Network Infrastructure	370,000	50,000	-	-	-	420,000
Telephone System	250,000	-	25,000	-	-	275,000
iPhone and iPad Replacements	25,000	-	25,000	25,000	-	75,000
CCTV	-	472,000	336,500	-	-	808,500
Wireless Infrastructure	-	-	-	90,000	-	90,000
In-Car Digital Video Cameras	-	-	-	255,000	40,000	295,000
TOTAL COSTS:	\$ 1,096,800	\$ 826,300	\$ 735,500	\$ 644,000	\$ 564,000	\$ 3,866,600

Significant Non-Routine Projects:



CCTV

Total Cost: \$808,500
 FY 2023 Cost: \$0
 Source of Funds: IS User Charges
 General Fund

Description: The Village's camera system consists of 241 high definition cameras, multiple recording servers and 340 terabytes of storage. The cameras are installed throughout the Village including the

Village Hall, Police Department (including interview rooms), Public Works Facility, Fleet Services, all fire stations, the Village Green, the NOW Arena and ten water/sewer locations. As a way to mitigate system failure, upgrades to various pieces of the system have been scheduled as their lifecycle expires.

Annual Impact on Operating Budget: To avoid system failures, the server and camera equipment replacement is on scheduled intervals. The additional operating impact in FY2024 will be \$472,000 and FY2025 will be \$336,500.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

CAPITAL REQUESTS

NOW Arena

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
NOW Arena - Exterior/Site Projects (Landscaping)	50,000	-	-	-	-	50,000
NOW Arena - Exterior/Site Projects (Parking Huts)	20,000	20,000	-	-	-	40,000
NOW Arena - Exterior/Site Projects (Maintenance to Site Improvements)	40,000	-	-	-	-	40,000
NOW Arena - Interior Projects (Miscellaneous)	40,000	20,000	50,000	20,000	20,000	150,000
NOW Arena - Structural (Concourse Floor)	30,000	-	10,000	150,000	-	190,000
NOW Arena - Mechanical Systems	12,000	-	50,000	-	-	62,000
NOW Arena - Levy (Food & Beverage)	50,000	37,800	15,000	15,000	15,000	132,800
NOW Arena - Tech Booth Equipment	10,000	30,000	-	-	-	40,000
NOW Arena - Enclose Lower Level Suites	175,000	-	-	-	-	175,000
NOW Arena - Interior Projects (Seats)	450,000	200,000	200,000	200,000	200,000	1,250,000
NOW Arena - Loading Dock	-	60,000	-	-	-	60,000
NOW Arena - Plumbing/Fixtures	-	-	28,200	25,700	-	53,900
NOW Arena - Exterior/Site Projects (Median/Sidewalk Improvements)	-	-	100,000	-	-	100,000
NOW Arena - Exterior/Site Projects (Marquee Sign)	-	-	-	175,000	-	175,000
NOW Arena - Structural (Replace Roof)	-	-	-	225,000	-	225,000
NOW Arena - Mechanical Systems (Suite Cooling)	-	-	-	-	140,000	140,000
NOW Arena - Mechanical Systems (Replace P.A. System Speakers/Controls)	-	-	-	-	-	-
TOTAL COSTS:	\$ 877,000	\$ 367,800	\$ 453,200	\$ 810,700	\$ 375,000	\$ 2,883,700

Significant Non-Routine Projects:

There are no significant non-routine projects in the NOW Arena.

CAPITAL IMPROVEMENTS PROGRAM

Village of Hoffman Estates

ANNUAL IMPACT ON OPERATING BUDGET

All Departments

Project Name	2023	2024	2025	2026	2027	Total 2023-2027
Technology	-	(472,000)	(336,500)			(808,500)
Western Area Emergency Water Supply	(1,930)	(1,930)	(1,930)	(1,930)	(1,930)	(9,650)
Lift Station Rehabilitation	(5,000)	(5,000)	(5,000)	(5,000)	(5,000)	(25,000)
TOTAL	\$ (6,930)	\$ (478,930)	\$ (343,430)	\$ (6,930)	\$ (6,930)	\$ (843,150)



APPENDIX

The Village of Hoffman Estates strives to maintain a conservative, fiscally prudent approach to budgeting and management of its fiscal affairs. To this end, the Village has created and maintains formal policies based on “best practices” in the areas of: Financial Stability, Debt Issuance, Cash Management and Investments, and Budget Development and Adjustment. These policies form the foundation of our internal and external financial practices. Additional policies may be incorporated over time. The narrative below summarizes each of these policies; it is not the full policy for each category listed.

Financial Stability and Reporting Policies

Fund Balance Policy – In years where revenues exceed expenditures within the General Fund, excess funds are utilized according to the Village’s Fund Balance Policy. This policy, which was adopted by the Village Board during the budget process in FY2000 and updated in April of 2015, states that the Village will strive to maintain an unallocated/unreserved fund balance within the General Fund equal to 25% of the preceding year’s annual operating budget. While the General Fund is above this level of fund balance, any year where year-end revenues exceed expenditures, the amount of surplus will remain in the General Fund or be transferred to other funds to address known future financial needs. This utilization of General Fund surplus will be brought before the Village President and Board of Trustees annually, when applicable, during the Operating Budget process via a recommendation by the Village Manager.

Generally Accepted Accounting Principles – The Village will maintain its position as a leader in producing financial reports in conformance with generally accepted accounting principles and pronouncements by the Governmental Accounting Standards Board.

Fund Accounting – The Village uses funds to report on its financial position and the results of its operations. Fund accounting is designed to demonstrate legal compliance and to aid financial management by segregating transactions related to certain government functions or activities.

Basis of Accounting and Budgeting – The basis for accounting and budgeting for the General Fund, special revenue, debt service and capital project funds is modified accrual. Modified accrual recognizes revenues when they become both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures generally are recorded when a fund liability is incurred. However, debt service expenditures are recorded only when payment is due.

The basis of accounting and budgeting for enterprise, internal service funds and pension trust funds is full accrual. Full accrual is a method of accounting that matches revenues and expenses with the period to which they relate, rather than focusing on actual cash flows. In this method, for example, an asset is depreciated as it is “used up”, and the expense is recognized in periodic increments, rather than assuming the asset holds its value until it is actually disposed of. The appropriate basis of accounting for all fund types is used throughout the budgeting, accounting and reporting processes.

The Village is entitled to present a balanced budget every fiscal year. A budget is balanced when planned revenues or existing fund equity equal or exceed planned expenditures, that is, total outlays or disbursements, for a fiscal year.

Purchasing Policy – All expenses over \$20,000 must be approved in advance by the Village Board, while everything under \$20,000 is the responsibility of the Village Manager. Employees are responsible for obtaining quotes for purchases over \$1,000 and to have either a competitive bid process or RFP process (whichever would be applicable) for purchases/professional services over \$20,000. The Village participates in the State of Illinois Joint Purchasing Program, administered by the Procurement Services Division of the Illinois Department of Central Management Services. Any purchases made through this program may bypass the quote/bid requirement. All purchases require the issuance of a purchase order to the vendor before an order of goods or services can be filled. All purchase order requisitions must have the required approvals before it will be processed. The Village will not pay for goods and services until the goods are received or the service is rendered.

Capital Replacement Policy – The Village felt it was prudent and consistent with sound comprehensive financial policies to establish a Capital Replacement Fund for the purpose of setting aside resources to be used to acquire and replace capital vehicles and equipment in accordance with an approved replacement schedule subject to the annual operating budget. Therefore, the Village Board adopted a Capital Replacement Policy on August 18, 1997.

Technology Policy – On November 4, 1996, the Village Board adopted a Strategic Plan for Information Technology that addressed various issues and goals on the direction and implementation of information technology for the Village. The information technology strategic goals that have been identified for implementation are:

- Enhance the quality of service provided to both external and internal customers of the Village by increasing efficiency and knowledge of Village employees.
- Increase the overall performance of the Village's network by keeping in the mainstream of advancing technological change.
- Provide automated document retrieval and access to needed information for both Village employees and the public.

A formal Information Systems Policy was adopted by the Village Board on August 18, 1997 to accomplish these goals. This policy was the background for the creation of the Information Systems Fund.

Pension Funding Policy – On April 6, 2015, the Village Board adopted the Pension Funding Policy which updates the funding parameters for the Police and Firefighter Pension Plans' Actuarial Valuations. The Village will incorporate the following assumptions into the Police Pension Fund and Firefighters Pension Fund actuarial valuations:

- Use a 100% funding goal;
- Adopting a 30-year amortization period by 2040;
- Continued use of entry age normal actuarial method instead of projected unit credit, as long as the entry age normal calculation meets or exceeds the SB3538 minimum funding requirements;
- Utilization of the RP-2000 mortality table with the blue collar adjustment.

Debt Issuance Policy

A formal debt policy was adopted on July 21, 1997, that provides guidance for future decisions regarding debt and recognizes the long-term commitment to full and timely repayment of all debt. Under the 1970 Illinois Constitution, there is no legal debt limit for home rule municipalities except as set by the General Assembly. The Village of Hoffman Estates is a home rule community, and therefore has no legal debt limit.

While the current budget shows cash purchases (pay-as-you-go) for certain equipment at the time of purchase, other methods of payment will be reviewed for feasibility. For example, an operating or capital lease may be more advantageous for copy machines or computer equipment.

Investment and Cash Management Policy

The most recently revised policy for the Village was implemented on November 14, 2011. This policy details the Village's investment guidelines. The primary objective is to invest public funds in a manner which will provide a competitive investment return with the maximum security while meeting daily cash flow demands of the Village and conforming to all state statutes governing the investment of public funds.

A

Accrual Basis of Accounting: A method of accounting that matches revenues and expenses with the period to which they relate, rather than focusing on actual cash flows. In this method, for example, an asset is depreciated as it is “used up”, and the expense is recognized in periodic increments, rather than assuming the asset holds its value until it is disposed.

Agency Fund: A fund established to account for assets held by the Village as a collection of paying agent for individuals, private organizations, other governmental units, or other funds.

Allotment: A designated amount of money that is automatically distributed.

Amortization: The reduction of debt through regular payments of principal and interest, of which the principal payments are sufficient to retire the debt instrument at a predetermined date known as maturity.

Appropriation: A legal authorization by the Village Board to make expenditures and to incur obligations for a specific purpose.

Assessed Valuation: Value established for real property for use as a basis in levying property taxes.

Audit: Prepared by an independent certified public accountant, the primary objective of an audit is to determine if the Village’s financial statements fairly represent the Village’s financial position and results of operations in conformity with generally accepted accounting principles.

B

Balanced Budget: A budget is balanced when planned revenues or existing fund equity equal or exceed planned expenditures, that is, total outlays or disbursements, for a fiscal year.

Bond: A form of borrowing that reflects a written promise from the Village to repay a sum of money on a specific date at a specified interest rate. Bonds are used to finance large capital projects.

Budget: A financial plan for a specified period of time that matched projected revenues and planned expenditures to municipal services, goals and objectives. The Village of Hoffman Estates uses a budget covering one fiscal year, January 1st thru December 31st.

Budget Message: Provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years and the views and recommendations of the Village Manager.

C

Capital Expenditure: Any expense that result in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital outlay).

Capital Improvement: A permanent addition to the Village's assets, including the design, construction or purchase of land, buildings or facilities, or major renovations of the same.

Capital Improvement Board (CIB): A body of Village representatives made up of two Village Trustees, resident members, and the Finance Director, responsible for reviewing the Capital Improvement Program budget and recommending approval to the Village Board.³

Capital Improvement Program (CIP): A five-year financial plan of proposed capital improvement projects that is adopted annually.

Capital Outlay: Any expense that result in the acquisition of capital such as department equipment, office furniture and equipment, or building improvements (interchangeable with the term capital expenditure).

Capital Projects: The largely one-time cost for acquisition, construction, improvement, or renovation of land, structures and improvements thereon. The cost must be \$25,000 or more in order to be considered a capital project. All vehicle purchases are also considered capital projects, even if the cost is below \$25,000.

Cash Basis: A basis of accounting in which transactions are recognized only when cash is increased or decreased.

Charges for Services: A revenue category which includes a charge for a specific service. These primarily include water & sewer revenues, employee insurance payments, and other miscellaneous user fees.

Community Development Block Grant: Federal grant that aims to develop viable urban communities by providing decent housing, a suitable living environment and expanded opportunities for persons of low and moderate income.

Comprehensive Annual Financial Report (CAFR): This official annual report presents the status of the Village's finances in a standardized format. The CAFR is organized by fund and contains two basic types of information: a balance sheet that compares assets with liabilities and fund balance; and an operating statement that compares revenues and expenditures.

Cost Allocation: Assignment of cost charges from one department that reimburse another department for services received.

D

Debt Service: The payment of principal and interest on an obligation resulting from the issuance of bonds or notes.

Debt Service Fund: A fund established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest.

Deficit: an excess of expenditures over revenues.

Depreciation: The loss of asset value over time and usage, recorded as an expense under the full accrual method of accounting.

Distinguished Budget Presentation Program: A voluntary program administered by the Government Finance Officers Association (GFOA) to encourage governments to publish efficiently organized and easily readable budget documents, providing peer recognition and technical assistance to the fiscal officers preparing them.

E

Enterprise Fund: A governmental accounting fund in which services provided are financed and operated similar to those of a private business - where the intent is that the costs (expenses, including depreciation or debt service payments) of providing goods and services be financed or recovered through user fees.

Equalized Assessed Valuation (EAV): A value established for real property for use as a basis in levying property taxes within Cook County, Illinois. The EAV is calculated by taking the Assessed Valuation multiplied by the Cook County equalization factor, which changes every year.

Expenditure: The outflow of funds paid or to be paid for an asset or goods and services obtained, regardless of when the expense is actually paid.

F

Fiduciary Funds (Trust and Agency Funds): Used to account for assets held on behalf of outside parties, including other governments, or on behalf of other funds within the government.

Financial Plan: A multi-year, long-range, approach to assessing the Village's revenue and expenditure needs which becomes the basis for formulating the annual budget which by law must be adopted. The plan is developed by utilizing existing policies, objectives, assumptions, and accepted benchmarks and activity measures.

Fiscal Year: A 12-month period of time to which the budget applies; the fiscal year for the Village of Hoffman Estates is January 1 thru December 31

Full-Time Equivalent: The decimal equivalent of a part-time position converted to a full-time base (an employee that works a 40-hour work week is 1.0).

Full Faith and Credit: A pledge of the general taxing power of government to repay debt obligations (typically used in reference to general obligation bonds).

Fund: An independent fiscal and accounting entity used to record all financial transactions related to the specific purpose for which the fund was created.

Fund Balance: The amount of financial resources available for use; the excess of assets over liabilities.

Fund type: In governmental accounting, all funds are classified into seven generic fund types: General, Special Revenue, Debt Service, Capital Projects, Enterprise, Internal Service, and Trust and Agency.

G

Generally Accepted Accounting Principles (GAAP): Uniform minimum standards and guidelines for financial accounting and reporting.

General Fund: The fund used to account for all financial resources except those required to be accounted for in another fund.

General Obligation Bonds: Bonds that finance a variety of public projects such as streets, buildings, and improvements. These bonds are backed by the full faith and credit of the issuing government.

Government Finance Officers Association: The national GFOA of the United States and Canada, whose purpose is to enhance and promote the professional management of governments for the public benefit by identifying and developing financial policies and best practices and promoting their use through education, training, facilitation of member networking, and leadership.

Governmental Funds: Funds used to account for all or most of a government's general activities that not accounted for in another fund; these include General, Special Revenue, Debt Service, and Capital Project Funds.

Grant: Contribution of cash or other assets from another governmental entity to be used or expended for a specific purpose, activity or facility.

I

Infrastructure: The physical assets of the Village (streets, water, sewer, and public buildings)

Interfund Transfers: Monies moved from one fund to another; money is transferred to finance the operations of another fund or to reimburse the fund for expenses.

Intergovernmental Revenue: Revenue received from or through the Federal, State, County, or other unit of government such as a Fire District, Library District, School District or another municipality.

M

Major Fund: A governmental fund or enterprise fund reported in a separate column in the basic financial statement of a state or local government, which is subject to a separate opinion in the independent auditor's report. Pursuant to standards of the GASB, to be considered a "major fund," a fund generally must have revenues, expenditures/expenses, assets, or liabilities that are at least 10% of the corresponding totals for all governmental or enterprise funds at at least 5% of the aggregate amount for all governmental and enterprise funds.

Modified Accrual Basis of Accounting: An adaptation of the accrual basis of accounting for governmental fund types - revenues and other financing sources are recognized when they become available to finance expenditures of the current period.

Municipal Code: A collaboration of Village Board approved ordinances currently in effect.

O

Operating Budget: Annual appropriation of funds for ongoing program costs

Ordinance: A formal legislative enactment by the Village Board that is the full force and effect of law within the Village boundaries.

P

Property Tax: Property taxes are levied on real property according to the property's valuation and the tax rate.

Proprietary Funds: Used to account for activities similar to those found in the private sector, where determination of net income is necessary or useful for sound financial administration; composed of two fund types: enterprise funds and internal service funds.

R

Reserve: An account used to record a portion of the fund's balance is legally restricted for a specific purpose.

Revenue: Amount received for taxes, fees, permits, licenses, interest and intergovernmental sources during the fiscal year.

T

Tax Levy: The resultant product when the tax rate per one hundred dollars is multiplied by the tax base.

Tax Increment Financing (TIF): This type of financing typically pays for infrastructure and capital improvements in a designated area or district. The difference in property tax revenues received in a base year versus the increased property taxes received in subsequent years after improvements are made, results in a property tax increment which is used to finance the improvements.

U

User Fees: Payment of a fee or direct receipt of a public service by benefiting from the service for a specific purpose and is, therefore, not available for general appropriation

ACLS: Advanced Cardiac Life Support

AED: Automated External Defibrillator

ACH: Automated Clearing House

ALS: Advanced Life Support

ASE: Automotive Service Excellence

ASO: Administrative Services Officer

CAFR: Comprehensive Annual Financial Report

CDBG: Community Development Block Grant

CIB: Capital Improvement Board

CIP: Capital Improvement Program

CMAQ: Congestion Mitigation & Air Quality

CN: Canadian National

COBRA: Consolidated Omnibus Budget
Reconciliation Act

CPR: Cardiopulmonary resuscitation

DARE: Drug Abuse Resistance Education

DEA: Drug Enforcement Agency

DUI: Driving Under the Influence

EAB: Emerald Ash Borer

EAV: Equalized Assessed Value

EDA: Economic Development Area

EECBG: Energy, Efficiency & Conservation Block
Grants

EMA: Emergency Management Agency

EMS: Emergency Medical Services

EOC: Emergency Operations Center

EOP: Emergency Operations Plan

ESDA: Emergency Service Disaster Agency

FAST: Fast Action Service Team

FCC: Federal Communications Commission

FEMA: Federal Emergency Management
Agency

FMLA: Family Medical Leave Act

FOIA: Freedom of Information Act

FPB: Fire Prevention Bureau

FPS: Fire Pension System

FTE: Full-Time Equivalent

FY: Fiscal Year

GFOA: Government Finance Officers
Association

GIS: Geographical Information Systems

GO: General Obligation (bonds/debt service)

GPS: Global Positioning System

HETV: Hoffman Estates Television

HHS: Health and Human Services

HRM: Human Resources Management

HUD: Housing & Urban Development

HVAC: Heating, Ventilating & Air Conditioning

IAPEM: Illinois Association of Property &
Evidence Managers

ICMA-RC: Illinois City/County Management Association-Retirement Corporation

ICS: Incident Command System

IDOL: Illinois Department of Labor

IDOT: Illinois Department of Transportation

IEPA: Illinois Environmental Protection Agency

IMRF: Illinois Municipal Retirement Fund

IPBC: Interpersonal Personnel Benefits Cooperative

IS: Information Systems

ISO: Insurance Services Organization

JAWA: Joint Action Water Agency

KCAT: Kane County Auto Theft Task Force

LEED: Leadership in Energy and Environmental Design

MABAS: Mutual Aid Box Alarm System

MAP: Metropolitan Alliance of Police

MICU: Mobile Intensive Care Unit

MTF: Motor Fuel Tax

MUTCD: Manual on Uniform Traffic Control Devices

MWRDGC: Metropolitan Water Reclamation District of Greater Chicago

NEMRT: North East Multi-Regional Training

NFPA: National Fire Protection Agency

NIMS: National Incident Management System

NIMCAST: National Incident Management System Compliance Assessment Tool

NWCD: Northwest Central Dispatch

NWCH: Northwest Community Hospital

NWMC: Northwest Municipal Conference

PEG: Public, Educational & Governmental

POP: Problem Oriented Policing

PPE: Personal Protective Equipment

PPS: Police Pension System

SAN: Storage Area Network

SCADA: Supervisory Control and Data Acquisition

SNS: Strategic National Stockpile

SLA: Service Level Agreement

SQL: Structured Query Language

STAR: Suburban Transit Access Route

STP: Surface Transportation Program

SWANCC: Solid Waste Agency of Northern Cook County

SWAP: Sheriff's Work Alternative Program

TIF: Tax Increment Financing

UASI: Urban Areas Security Initiative

USEPA: United States Environmental Protection Agency

USR: Uniform Crime Report

WDA: Western Development Area