

AGENDA
FINANCE COMMITTEE
Village of Hoffman Estates
November 23, 2015

7:00 p.m. – Board Room

Members:	Gary Pilafas, Chairperson	Karen Mills, Trustee
	Anna Newell, Vice Chairperson	Gary Stanton, Trustee
	Michael Gaeta, Trustee	Gayle Vandenberg, Trustee
		William McLeod, Mayor

I. Roll Call

II. Approval of Minutes – October 26, 2015

November 2, 2015 (Special Meeting)

NEW BUSINESS

1. Request authorization to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone services.
2. Request authorization to go out to bid for a natural gas supplier, select a supplier based on the recommendation of Energy Choices and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena.
3. Request authorization to waive formal bidding and award contract to upgrade the Police Department's security system's management software and core hardware infrastructure (Server, Switches and Storage) to Current Technologies in an amount not to exceed \$34,440.12
4. Request authorization to award a contract for the 2016 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc., Kingsbury, IN in an amount not to exceed \$35,000.
5. Request acceptance of Finance Department Monthly Report.
6. Request acceptance of Information System Department Monthly Report.
7. Request acceptance of Sears Centre Monthly Report.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

FINANCE COMMITTEE MEETING MINUTES

October 26, 2015

I. Roll call

Members in Attendance:

**Trustee Anna Newell, Vice Chairperson
Trustee Michael Gaeta
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gayle Vandenberg
Mayor William McLeod**

Member Absent:

Trustee Gary Pilafas, Vice Chairperson

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Jeff Jorian, Fire Chief
Ted Bos, Police Chief
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Al Wenderski, Engineering
Joseph Nebel, Dir. of Public Works
Rachel Musiala, Director of Finance
Fred Besenhoffer, Director of IS
Bruce Anderson, CATV Coordinator
Ben Gibbs, GM of Sears Arena
Austin Pollack, Admin. Intern
Monica Saavedra, Asst. Director-HHS
Ashley Monroe, Asst. to Village Manager**

The Finance Committee meeting was called to order at 7:04 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Finance Committee meeting minutes of August 17, 2015. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request approval to allow Native Foods to share use of the Sears Centre Arena kitchen.**

Item summary sheet from Mark Koplin was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to allow Native Foods to share use of the Sears Centre Arena kitchen. Voice vote taken. All ayes. Motion carried.

2. **Request approval of the Settlement Memorandum and corresponding Notes, and authorize the Village President to Execute the Memorandum and Notes (Numbers #41 through #49 inclusive) in the total amount of \$26,042,562.79.**

Item summary sheet from Art Janura was presented to Committee.

Jim Norris and Art Janura provided a brief overview of this matter. When the Illinois Legislature extended the EDA, the law provided that any property tax refunds due Sears would be converted into interest bearing EDA notes payable from the developer's share of the EDA special tax allocation fund. The settlement will be paid solely from the developer's share of EDA funds pursuant to the agreed judgment order and EDA notes.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to approve Settlement Memorandum and corresponding Notes, and authorize the Village President to execute the Memorandum and Notes (Numbers #41 through \$49 inclusive) in the total amount of \$26,042,562.79. Voice vote taken. All ayes. Motion carried.

3. **Request authorization to waive formal bidding and award a contract for the purchase of an upgrade to the Enterprise Resource Planning (ERP) software (also referred to as Sungard or Pentamation) and related staff training to Sungard Public Sector Inc. in an amount not to exceed \$27,860.**

Item summary sheet from Fred Besenhoffer was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to waive formal bidding and award a contract for the purchase of an upgrade to the Enterprise Resource Planning (ERP) software (also referred to as Sungard or Pentamation) and related staff training to Sungard Public Sector Inc. in an amount not to exceed \$27,860. Voice vote taken. All ayes. Motion carried.

4. **Request acceptance of the Finance Department Monthly Report.**

The Finance Department Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to accept the Finance Department Monthly Report. Voice vote taken. All ayes. Motion carried.

5. **Request acceptance of the Information System Department Monthly Report.**

The Information System Department Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Information System Department Monthly Report. Voice vote taken. All ayes. Motion carried.

6. Request acceptance of Sears Centre Monthly Report.

The Sears Centre Monthly Report was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to accept the Sears Centre Monthly Report. Voice vote taken. All ayes. Motion carried.

I. President's Report

II. Other

III. Items in Review

IV. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:17 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

SPECIAL FINANCE COMMITTEE MEETING MINUTES

November 2, 2015

I. Roll call

Members in Attendance:

**Gary Pilafas, Chairperson
Trustee Anna Newell, Vice Chairperson
Trustee Michael Gaeta
Trustee Karen Mills
Trustee Gary Stanton
Trustee Gayle Vandenberg
Mayor William McLeod**

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Jeff Jorian, Fire Chief
Ted Bos, Police Chief
Al Wenderski, Engineering
Joseph Nebel, Dir. of Public Works
Rachel Musiala, Director of Finance
Bruce Anderson, CATV Coordinator
Ben Gibbs, GM of Sears Arena
Monica Saavedra, Asst. Director-HHS
Ashley Monroe, Asst. to Village Manager**

Others in Attendance: Daily Herald, Chicago Bulls President, Michael Reinsdorf and Bulls Vice President of Finance and General Counsel, Ram Padmanabhan

The Finance Committee meeting was called to order at 7:00 p.m.

I. NEW BUSINESS

- 1. Request approval for Global Spectrum (Spectra) to enter into a five year tenant license (with three renewals at five years each) with an affiliate of the Chicago Bulls for an NBA Development League professional basketball team to play its home games at the Sears Centre Arena.**

Mr. Gibbs invited Mr. Reinsdorf to provide background on the new partnership.

Mr. Reinsdorf provided a history of the Bulls franchise and the rise of the D League teams. Mr. Gibbs inquired about business operations and the minor league team playing geographically close to the Bulls. Mr. Reinsdorf commented the Bulls would leverage the teams strong fan base to connect with the community and build excitement around the new team. Mr. Reinsdorf noted the Bulls plan to engage with local community resources and create strong partnerships.

Trustee Mills noted 70% of home games would be played at the arena and inquired where the remaining 30% would be played. Mr. Reinsdorf commented 30% of the games would be showcase tournaments played in other areas of the country and that all 24 home games would be played at the Sears Centre Arena.

Trustee Vandenberg asked about the practice space. Mr. Reinsdorf indicated the Village is assisting the team to find an appropriate venue in Hoffman Estates to be used for practice.

Mr. Gibbs noted the front office functions of the team will be housed out of the Sears Centre Arena. Mr. Reinsdorf confirmed a separate staff from the Bulls will handle ticket sales and game operations.

Trustee Stanton inquired about the team name. Mr. Reinsdorf indicated Bulls will be a part of the name but the franchise will look to the community to help officially name the new team.

Mayor asked corporation counsel asked if the agreement was final. Mr. Janura indicated the agreement was 95% final. Trustee Pilafas noted the two outstanding issues to be addressed included indemnity and insurance. Mr. Janura confirmed this statement.

Trustee Newell asked about the teams the new team would play against. Mr. Reinsdorf indicated the new team would play teams from across the US.

Trustee Mills asked if the season would start in 2016. Mr. Reinsdorf confirmed this timeframe and suggested November 2016 as the start of the first season.

Trustee Pilafas thanked Village, Sears and Bulls staff for the hard work being done to secure the partnership.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve Global Spectrum (Spectra) to enter into a five year tenant license (with three renewals at five years each) with an affiliate of the Chicago Bulls for an NBA Development League professional basketball team to play its home games at the Sears Centre Arena. Voice vote taken. All ayes. Motion carried.

II. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Vandenberg, to adjourn the meeting at 7:12 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

Date

COMMITTEE AGENDA ITEM VILLAGE OF HOFFMAN ESTATES

SUBJECT: Request authorization to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone service.

MEETING DATE: November 23, 2015

COMMITTEE: Finance Committee

FROM: Fred Besenhoffer, Director of Information Systems

PURPOSE: To provide local and long distance telephone service.

BACKGROUND The Village has been contracting with CallOne since 2011 for local and long distance telephone service, support for its numerous POTS Lines and the three Primary Rate Interface (PRI). The current contract expires in November of 2015.

CallOne is a reseller that bills millions of minutes per month with AT&T and uses that volume to obtain volume discounts that are passed along. These discounts are not available direct to AT&T customers because they simply do not generate the volume needed to secure this pricing. Because Call One is a reseller of AT&T, all of the Village's current equipment remains the same, as does the service. In the event of maintenance, we would continue to contact CallOne who would handle the issue and AT&T would perform the service.

DISCUSSION CallOne is a member of the Suburban Purchasing Cooperative; a joint purchasing program sponsored by the Northwest Municipal Conference (NWMC), DuPage Mayors & Managers Conference (DMMC) South Suburban Mayors and Managers Association (SSMMA), and Will County Governmental League (WCGL). Together the SPC represents 139 municipalities and townships in northeastern Illinois.

SPC Telecommunications Services Vendor Contract #137A was awarded to Call One from April 1, 2015 through March 31, 2016, with the SPC reserving the right to extend the contract for an additional four (4) years on a negotiated basis. The award includes special pricing on POTS Lines; International Switched; Data Services: Service Intralata Point to Point; DS-1 & DS3 Services Intralata Point to Point; ISDN Prime; Network to Network Interface; Alarm Monitoring; Off-Premise extensions; Frame Relay Interlata; Interlata DS-1 Point to Point Pricing Per DS-0 Mile; Internet DS-1 & DS-3 Connectivity; ISDN Direct Flat Rate Dial Up 128 K Connection; Connectivity; Dial Up 56K; DSL; VPN; hosting and email.

FINANCIAL IMPACT The 2015/2016 rates show an estimated savings of \$493.17 over the rates from 2014/2015.

RECOMMENDATION Request authorization to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone service.

Village of Hoffman Estates - 1010-9011

SAVINGS ANALYSIS

	Current Rates				Rate Qty Charge		
	Rate	Qty	Charge		Rate	Qty	Charge
Monthly Service Charges - Analog Services							
Business Line - Access Area C	\$14.64	80.0	\$1,171.20	\$14.64	80.0	\$1,171.20	
Remote Call Forwarding (R C F)	\$5.50	2.0	\$11.00	\$5.50	2.0	\$11.00	
Remote Call Forwarding Additional Path	\$5.50	5.0	\$27.50	\$5.50	5.0	\$27.50	
EUCL	\$6.95	80.0	\$556.00	\$6.95	80.0	\$556.00	
Presubscription Per Line Charge	\$1.50	80.0	\$120.00	\$1.50	80.0	\$120.00	
Low Baud Circuit - FDDC.367184	\$688.49	1.0	\$688.49	\$688.49	1.0	\$688.49	
Foreign Exchange 847-490-6890	\$46.31	1.0	\$46.31	\$46.31	1.0	\$46.31	
Alternate Answering	\$0.42	1.0	\$0.42	\$0.42	1.0	\$0.42	
Busy Line Transfer	\$0.42	1.0	\$0.42	\$0.42	1.0	\$0.42	
Call Forwarding	\$14.78	1.0	\$14.78	\$14.78	1.0	\$14.78	
Call Waiting	\$14.00	4.0	\$56.00	\$14.00	4.0	\$56.00	
Caller ID with Name Display	\$4.00	4.0	\$16.00	\$4.00	4.0	\$16.00	
Direct Connect	\$13.30	3.0	\$39.90	\$13.30	3.0	\$39.90	
Privacy Manager	\$28.00	1.0	\$28.00	\$28.00	1.0	\$28.00	
Non- Published Listings	\$2.98	15.0	\$44.63	\$2.98	15.0	\$44.63	
Semi-Private Directory Listing	\$2.45	1.0	\$2.45	\$2.45	1.0	\$2.45	
Total Local Service Charges - Analog			\$2,823.10				\$2,823.10
Local Usage - Analog							
Band A (0-8 miles)	\$0.025	3,090.0	\$76.35	\$0.011	3,090.0	\$33.99	
Band B (8-15 miles)	\$0.024	38.0	\$0.91	\$0.024	38.0	\$0.91	
Band C/Local Toll (over 15 Miles)	\$0.018	93.0	\$1.66	\$0.018	93.0	\$1.67	
Total Local Usage Charges - Analog			\$78.92				\$36.58
Long Distance - Analog							
Intrastate	\$0.018	623.3	\$11.22	\$0.020	623.3	\$12.47	
Interstate	\$0.020	1,566.9	\$31.34	\$0.020	1,566.9	\$31.34	
Intralata	\$0.018	10.7	\$0.19	\$0.018	10.7	\$0.19	
Total Long Distance Charges			\$42.75				\$44.00
ESTIMATED MONTHLY CHARGES - ANALOG			\$2,944.77				\$2,903.67
Sublocation Fees	\$3.00	11.0	\$33.00	\$3.00	11.0	\$33.00	

ESTIMATED TOTAL MONTHLY CHARGES			\$2,977.77				\$2,936.67
ESTIMATED TOTAL MONTHLY SAVINGS							\$41.10
ESTIMATED TOTAL % OF SAVINGS							1%
ESTIMATED TOTAL ANNUAL SAVINGS							\$493.17

Estimated Install Charges							
Estimated Service Order Charges							
Estimated Total Conversion Charges							\$0.00

ESTIMATED 1ST YEAR SAVINGS							\$493.17
ESTIMATED TOTAL SAVINGS							\$493.17

SCHEDULE OF RATES, SERVICES AND TERMS

Village of Hoffman Estates

**1900 Hassell Rd
Hoffman Estates, IL 60169**

Analog Services:

Business Lines (Per Line)	\$ 14.64 per month
Remote Call Forward Line (Per Line)	\$ 5.50 per month
Remote Call Forward Addl. Paths (Max of 5 paths)	\$ 5.50 per month
Federal Access Charge	\$ 9.20 per line/month

Local Usage Rates

Band A	\$0.011 per minute
Band B	\$0.024 per minute
Band C	\$0.018 per minute
Intralata	\$0.018 per minute

Long Distance

Outbound Interstate/Intrastate LD	\$0.029 per minute
PICC Charges	Waived

*****All Features and Non-Termed Circuits are discounted 30% from tariff rates.**

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**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to go out for bid for natural gas at the Sears Centre Arena to secure fixed prices

MEETING DATE: November 23, 2015

COMMITTEE: Finance Committee

FROM: Mark Koplin, Assistant Village Manager, Development Services
Rachel Musiala, Director of Finance

REQUEST: Request authorization to go out to bid for a natural gas supplier, select a supplier based on the recommendation of Energy Choices and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena.

BACKGROUND The Village of Hoffman Estates has been using Energy Choices to assist with our bidding and selection of natural gas and electricity suppliers for several years. This all started in January, 2007, when ComEd eliminated subsidized fixed-rate electricity service for non-franchise municipal accounts. To bring a cost-effective electricity supply alternative to municipalities in northern Illinois, the Metropolitan Mayors Caucus and Energy Choices joined forces to create the Metropolitan Energy Collaborative (the "Collaborative"). The Collaborative provides cost-effective electricity and natural gas supply to municipalities.

DISCUSSION The current Sears Centre natural gas contract is at \$0.388/therm and expires in March, 2016. As you can see on the attached Initial Bid Results, current prices are at \$0.33/therm for a one year contract and \$0.335/therm for a two year contract. These prices would result in about \$3,500 and \$3,000 of annual savings respectively. The prices that would result from our real bid will be approximately the same as these rates, but possibly not exactly these rates. Natural gas prices are highly volatile and subject to change. We are requesting permission to initiate a bid and allow the Village Manager to sign a natural gas contract for the Sears Centre Arena prior to winter weather setting in. Winter prices could potentially push up natural gas prices due to higher demand, so it is better to renew before the cold sets in.

RECOMMENDATION: Request authorization to go out to bid for a natural gas supplier, select a supplier based on the recommendation of Energy Choices and allow the Village Manager to enter into a contract with a third party supplier for the Sears Centre Arena.

Initial Bid Results - 11/18/2015

* Subject to Change *



Month	Therms	Locked Usage (therms)	Potential Cost (\$)	Utility Cost per Unit	Utility Cost (\$)	TOTAL
Jan	14,983	11,300	\$5,019	\$0.1275	\$1,910	\$6,930
Feb	17,951	17,000	\$6,014	\$0.1342	\$2,409	\$8,422
Mar	6,641	8,500	\$2,225	\$0.1334	\$886	\$3,111
Apr	1,699	2,000	\$569	\$0.1517	\$258	\$827
May	879	1,000	\$294	\$0.1697	\$149	\$443
Jun	1,604	1,700	\$537	\$0.1770	\$284	\$821
Jul	2,282	2,000	\$764	\$0.2211	\$504	\$1,269
Aug	1,525	1,500	\$511	\$0.1989	\$303	\$814
Sep	3,186	3,000	\$1,067	\$0.1499	\$477	\$1,545
Oct	1,807	1,700	\$605	\$0.1468	\$265	\$871
Nov	9,397	8,900	\$3,148	\$0.1154	\$1,084	\$4,232
Dec	10,415	11,900	\$3,489	\$0.1076	\$1,121	\$4,610

TOTAL \$33,894

1 year extension	\$/therm
Centerpoint	\$0.339
Nicor	\$0.330
Constellation	\$0.346
Nordic	\$0.380

2 year extension	\$/therm
Centerpoint	\$0.349
Nicor	\$0.335
Constellation	\$0.356
Nordic	\$0.392

Natural Gas Price Offering

Village of Hoffman Estates Sears Centre Arena

Presented by:

Mollie Vanderlaan

vanderlaan@energychoices.com

847.274.9525



Solutions to Power Your Business

Energy Pricing Overview in Northern Illinois – ComEd’s Service Territory

Electricity and natural gas prices are linked as natural gas is the fuel of choice for electricity generation plants on the margin. That means that gas-fired generation units are the first plants fired up when demand spikes (and they are the first plants to be turned off when electricity demand decreases). As a result, when natural gas prices go up, commodity electricity prices trend in a similar manner. Understanding the market forces affecting natural gas pricing is necessary if one is going to make any kind of informed prediction of where both gas and electricity prices are headed. Note: The following is a view of the market and is not a recommendation to buy or sell commodity energy.

Natural Gas Pricing

There are several factors that influence the price of natural gas in the short and long term.

Short-term

Weather
Storage

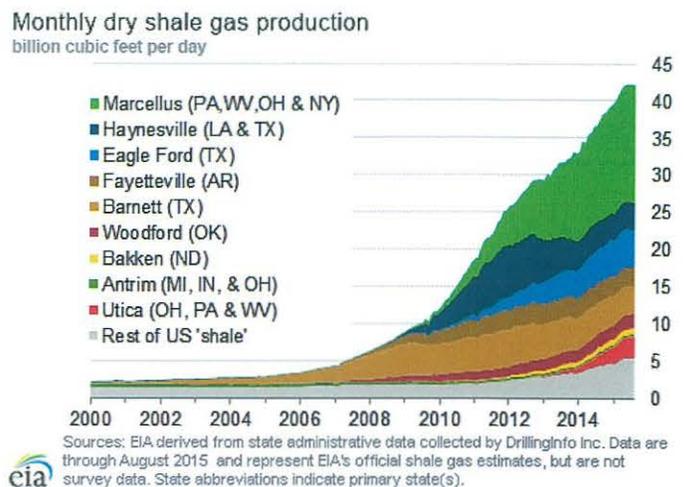
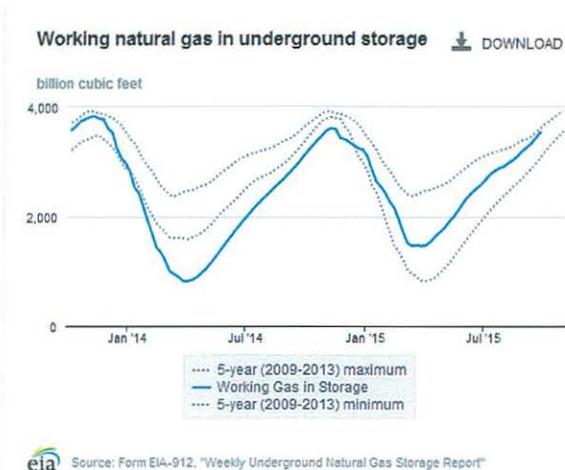
Long-term

Drilling (activity and formations)
Export/Import

The following shows the current state of the domestic natural gas market as of October 1, 2015

Supply table	Demand table	Daily supply/demand graph
U.S. consumption - Gas Week: (9/16/15 - 9/23/15)		
Percent change for week compared with:		
	last year	last week
U.S. consumption	4.6%	-0.1%
Power	17.4%	0.0%
Industrial	-4.3%	-1.0%
Residential/commercial	-4.6%	0.6%
Total demand	5.9%	-0.1%
Source: BENTEK Energy LLC		

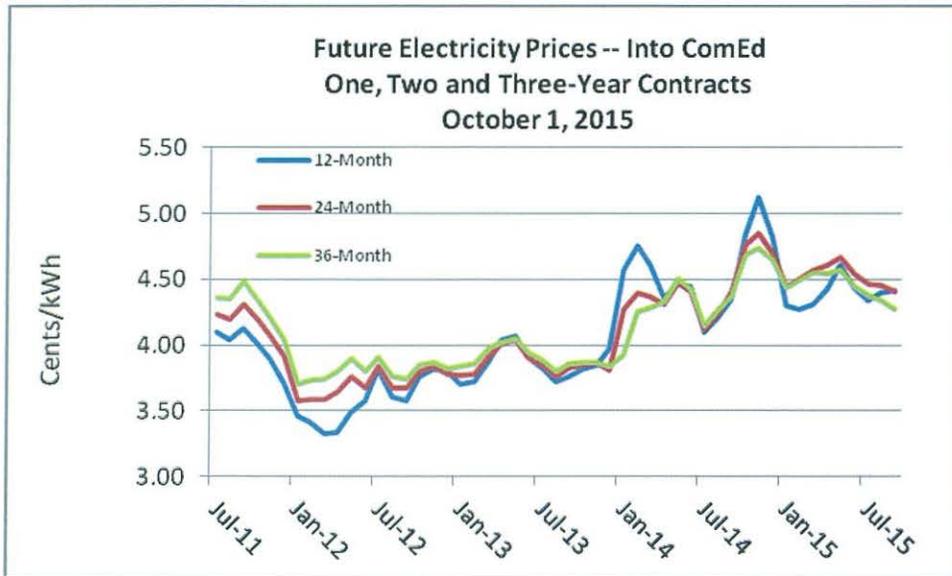
Rigs			
	Fri, September 18, 2015	Change from	
		last week	last year
Oil rigs	644	-1.23%	-59.78%
Natural gas rigs	198	1.02%	-39.82%
Miscellaneous	0	0.00%	-100.00%
Rig numbers by type			
	Fri, September 18, 2015	Change from	
		last week	last year
Vertical	119	0.00%	-68.52%
Horizontal	640	-1.23%	-52.27%
Directional	83	2.47%	-60.85%
Source: Baker Hughes Inc.			



Summary – More electricity generation is coming from gas-fired plants. Also, shale gas production is starting to plateau and Rig counts are still low. The market is tightening and we may see a turnaround, with higher prices the result, in the near term.

Electricity Pricing

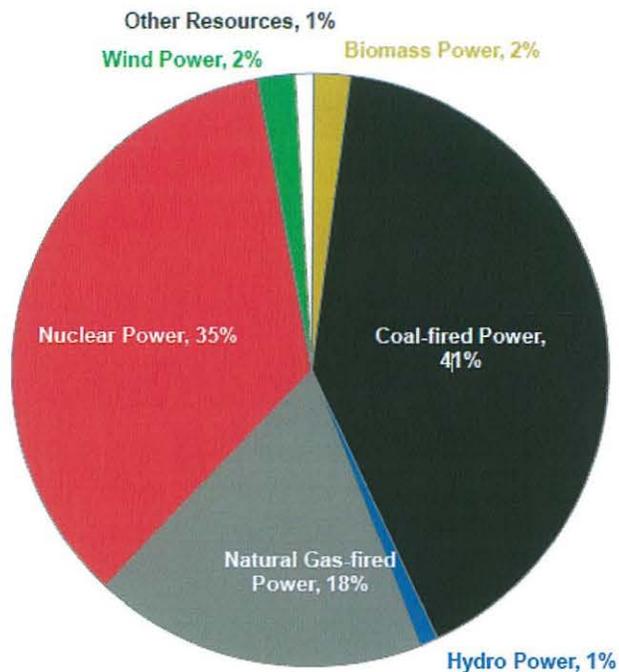
The following shows typical electricity prices for one, two and three years into the future. This is for commodity only and customer-specific pricing will vary due to load factors, operation schedules, capacity PLC and network PLC. This information is updated monthly. Note: The following is a view of the market and is not a recommendation to buy or sell commodity energy.



Electricity Generation Mix

Shown below is the generation mix for ComEd reported

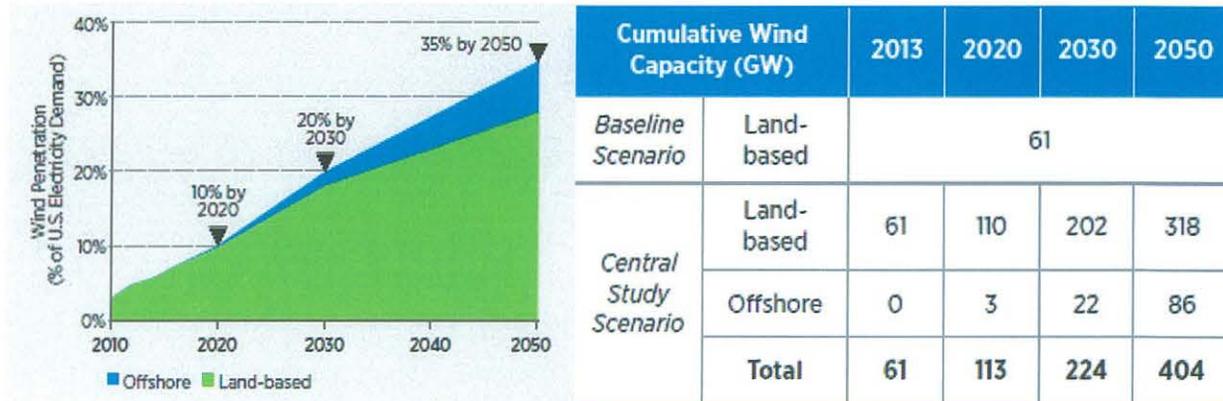
SOURCES OF ELECTRICITY FOR THE 12 MONTHS ENDING March 31, 2015



Renewable Energy

The US Energy Information Agency (EIA) issued their report on the future of the domestic wind industry. The following is taken from the report issued June 2015.

The Study Scenario consists of 10% wind generation by 2020, 20% by 2030, and 35% by 2050 compared against the Baseline Scenario.



Note: Wind capacities reported here are modeled outcomes based on the Study Scenario percentage wind trajectory. Results assume central technology performance characteristics. Better wind plant performance would result in fewer megawatts required to achieve the specified wind percentage, while lower plant performance would require more megawatts.

Figure ES.1-3. The Wind Vision Study Scenario and Baseline Scenario

Summary – The current Sears Centre natural gas contract is at \$0.388/therm. It expires in March 2016. Current prices are at \$0.34/therm for a one year contract and \$0.345/therm for a two year contract. This would yield about \$3,500 and \$3,000 of savings respectively. Natural gas prices are highly volatile and subject to change. We are requesting permission to sign a natural gas contract for the Sears Centre Arena prior to winter weather setting in. Winter prices would potentially push up natural gas prices due to higher demand, so it is better to renew before the cold sets in.

Profile: Energy Choices, P.C.

Founded in 1997 by professional engineers with business backgrounds, Energy Choices has always put the needs of its clients first. As a fee based consulting firm, we first focused our efforts on energy purchasing, rate auditing and development of onsite co-generation. When electricity deregulation began in 1999, Energy Choices responded to broader client needs by offering comprehensive energy management services.

Today, Energy Choices uses a strategic management approach that combines creativity with a bias toward efficiency. We guide your electricity and natural gas purchases to achieve both your corporate and plant performance objectives. Our experienced team of energy consultants work to limit your risk, maximize ways to save electricity while lowering energy bills, and offer you a one-stop resource to manage your total energy.

From usage analysis, purchase strategies and investment recommendations to further possible savings, our energy consulting and brokerage services will help you leverage all available options and deliver smart energy management choices.

Philosophy: Energy Efficient Solutions

Customer interests are our first concern. We translate your energy management priorities into a working plan. Our service approach is designed with your organization's competitive position in mind to help support your sound, long-term decision-making by:

- Optimizing energy contracts
- Recommending innovative energy usage strategies
- Providing top rate financial, market and usage analyses simply expressed

Clients: Serving Illinois and National Businesses

Energy Choices serves commercial, industrial, institutions and governmental clients of all sizes throughout Illinois and beyond for national clients.

We are not able to serve residential customers at this time.

The Energy Choices Difference

There are many energy brokers and consultants who are eager to secure *your* business. Our principals have a unique combination of engineering and business degrees, coupled with energy management experience in managing and controlling budgets. We also have a reputation for generating and implementing innovative ideas. And our publication, *EnergyNews Flash*, is written to assist facility and energy managers make smart decisions beyond procurement.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to waive formal bidding and award contract to upgrade the Police Department's security system's management software and core hardware infrastructure (Server, Switches and Storage) to Current Technologies in an amount not to exceed \$34,440.12.

MEETING DATE: November 23, 2015

COMMITTEE: Finance Committee

FROM: Fred Besenhoffer, Director of Information Systems, Greg Poulos, Assistant Chief of Police, Paul Petrenko, Facilities Manager

PURPOSE: To upgrade the outdated security management software (ONSSI) and failing core hardware.

BACKGROUND The Police Department's building security and camera system was purchased as part of the new building construction and included a software package (ONSSI) to manage and interface with the video being recorded, a server to run the management software (ONSSI) and a server to store the video.

SOFTWARE

The original invoice shows a 1 year software upgrade plan for the ONSSI management software expiring in 02-17-2011 while the hardware had a three year manufacturer warranty for parts and labor. No provisions were made to purchase an extended or supplemental plan for the software or hardware.

The integrator and system installer, EO Solutions closed their Midwest service and stopped working in this area following the move into the building. To add to that, the hardware for the system was procured from a company by the name of Intransa who rebranded it under their name. Intransa went bankrupt and closed its doors immediately following the move into the building. This left Police without an integrator or manufacturer solution for problems and no warranty for any of the systems.

In 2012 police administrative staff contacted MidCo, a security systems integrator and solutions provider for assistance in addressing the maintenance gap left by the closure of EO Solutions and Intransa. MidCo informed the staff that the version of the ONSSI software that was installed was out of date (at the time two new versions had been released) and upgrading to the current version would require purchasing and installing each version of software until current. MidCo advised that the cost of this would reach or exceed buying a brand new ONSSI software system from scratch.

HARDWARE

Within the first year hardware failures began to occur. The failures were treated with time and service calls from various companies. In 2013, as the hardware failures continued to mount, Police entered into a maintenance agreement with Viakoo a service provider offering remote assistance.

The maintenance agreement provided updates and repairs to the management server's operating system as well as providing troubleshooting and remote resolution for hardware issues (because they have no local presence, replacement hardware (hard drives primarily, were often shipped to police and installed by staff). Viakoo continues to address problems with the storage servers and operating system.

DISCUSSION

On October 1 2015, Milestone and ONSSI, a long time OEM partner of Milestone, officially parted ways. With the partnership terminating, Milestone sent out a broadcast takeover offer to all the IP Surveillance publications, as well as to all of their existing Integration Partners with the program that offered to convert any ONSSI end users over to the Milestone Platform free of charge if their "Stay Current Plan" was up to date. If their "Stay Current Plan" had expired, Milestone was only requiring that the end user purchase a 2 year Care Plus (SUP) plan from Milestone, and would still provide the licensing at no cost.

After Milestone sent out that message, Frank Shoemaker of Current Technologies (CTC) contacted Darryl Bosak of Milestone and informed him that the Village of Hoffman Estates was running an old version of ONSSI and wanted to make sure that he (Mr. Shoemaker) understood the trade in program thoroughly. Mr. Bosak and Mr. Shoemaker reviewed the program together, and Mr. Shoemaker let Mr. Bosak know that the Village of Hoffman Estates was a customer of his, and may be interested in taking advantage of this offer from Milestone.

On October 23, Darryl Bosak (Milestone), Frank Shoemaker (CTC), Assistant Police Chief Greg Polous, Chris Kasper, Paul Petrenko, Darek Raszka and myself met to review Milestone's proposal and CTC's involvement.

There first upgrade proposed by Milestone through CTC included the base software or “Expert” upgrade as well as the costs to replace the non-warrantied and failing server, storage equipment and infrastructure.

Description	QTY	Unit Price	Ext. Price	
Conversion from ONSSI to Milestone “EXPERT”	1	\$0	\$0	
Labor to Install and Setup new Recording Server and Software				
Server Setup - Base Setup for Management Server and Recording Server Including Operating System and VMS Application	16	\$135.00	\$2160.00	
Recording Server - Camera Recording Configuration	8	\$135.00	\$1080.00	
Video Management System Knowledge Transfer Session / System Handoff up to 4 Hour	2	\$135.00	\$270.00	
Subtotal				\$3510.00
Recording server				
Recording server	1	\$13,582.19	\$13,582.19	
Management server	1	\$4110.06	\$4110.06	
Microsoft Windows Server Standard 2012 R2 English Local Government OPEN 1 License No Level 2 PROC	2	\$713.95	\$1427.90	
Microsoft Windows Server Windows Device CAL 2012 Non-Specific 1 5 Client(s) License Only NO MEDIA INCLUDED(Open),Full New License(English), (Open Government)	5	\$23.66	\$118.3	
Subtotal				\$19238.45
HP 1920-48G-PoE+ (370W) Switch - 48 Ports - Manageable - 4 x Expansion 2 Slots - 10/100/1000Base-T, 1000Base-X - 48, 4 x Network, Expansion Slot - Twisted Pair, Optical Fiber - Gigabit Ethernet - 4 x SFP Slots - 3 Layer Supported - Power Supply - 1U High - Rack-mountable Lifetime Limited Warranty				
HP 1920-48G-PoE+ (370W) Switch - 48 Ports - Manageable - 4 x Expansion 2 Slots - 10/100/1000Base-T, 1000Base-X - 48, 4 x Network, Expansion Slot - Twisted Pair, Optical Fiber - Gigabit Ethernet - 4 x SFP Slots - 3 Layer Supported - Power Supply - 1U High - Rack-mountable Lifetime Limited Warranty	2	\$1032.54	\$2065.08	
Labor to install and configure 48 port PoE network switch. No VLANs	3	\$135.00	\$405.00	
Subtotal				\$2470.08
Project Total				\$25218.53

There second upgrade proposed by Milestone through CTC included the base software upgrade, an upgrade to move to the next level or “Corporate” version of the software as well as the costs to replace the non-warranted and failing server, storage equipment and infrastructure.

Description	QTY	Unit Price	Ext. Price	
Conversion from ONSSI to Milestone “EXPERT”	1	\$0	\$0	
Cost to trade in Milestone EXPERT licenses and two years of SUP for Milestone Corporate licenses and two years of SUP	1	\$9221.59	\$9221.59	
Subtotal				\$9221.59
Labor to Install and Setup new Recording Server and Software				
Server Setup - Base Setup for Management Server and Recording Server Including Operating System and VMS Application	16	\$135.00	\$2160.00	
Recording Server - Camera Recording Configuration	8	\$135.00	\$1080.00	
Video Management System Knowledge Transfer Session / System Handoff up to 4 Hour	2	\$135.00	\$270.00	
Subtotal				\$3510.00
Recording server	1	\$13,582.19	\$13,582.19	
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HP 1920-48G-PoE+ (370W) Switch - 48 Ports - Manageable - 4 x Expansion 2 Slots - 10/100/1000Base-T, 1000Base-X - 48, 4 x Network, Expansion Slot - Twisted Pair, Optical Fiber - Gigabit Ethernet - 4 x SFP Slots - 3 Layer Supported - Power Supply - 1U High - Rack-mountable Lifetime Limited Warranty	2	\$1032.54	\$2065.08	
Labor to install and configure 48 port PoE network switch. No VLANs	3	\$135.00	\$405.00	
Subtotal				\$2470.08
Project Total				\$34440.12

There are a number of key advantages that the “Corporate” version offers over the “Expert” version. Corporate features interactive maps linked to alarms and support for Edge Storage. Failover recordings and redundant management servers ensure video recordings are never interrupted are also key features to the Corporate version. More importantly, there is a single management interface which can manage authorized users and administer all cameras and security devices regardless of the size of the enterprise or if it is **distributed across multiple sites.**

As the Village begins to actively seek an upgrade or to replace the current security system the features of the Corporate software become critical. Integration of any new or upgraded system with the Milestone Corporate software will allow for those additional cameras, devices and sites to be administered, monitored and controlled by one common software package

from multiple locations. Authorized personnel will now be able to make configurations and settings changes, add/remove devices and troubleshoot and diagnose system issues from any workstation on the Village network.

FINANCIAL IMPACT

Funds to begin the replacement of the Villages camera system were included in the 2015 Annual Operating Budget under account #47008625-4602 in the amount of \$110,000. Taking advantage of this offer from Milestone as well as the will immediately eliminate the hardware issues the Police Department is experiencing with its current system as well as laying the groundwork for the future expansion of the system on a Village wide scale.

RECOMMENDATION

Request authorization to waive formal bidding and award contract to upgrade the Police Department's security management software and core hardware (Server and Storage) to Current Technologies in an amount not to exceed \$34,440.12

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: 2016 4th of July Fireworks Display Contract

MEETING DATE: November 23, 2015

COMMITTEE: Finance

FROM: Jackie Green, Chair, 4th of July Commission

PURPOSE: To provide a recommendation from the 4th of July Commission to award the 2016 fireworks display contract.

BACKGROUND: On October 2, 2015, a notice was published accepting bids for the 2016 fireworks display at the Northwest Fourth-Fest. Bids were opened on October 30, 2015.

DISCUSSION: One (1) bid was submitted by Melrose Pyrotechnics, Inc. The Village bids this service by providing the total budget and vendors propose a fireworks display show based on that amount.

The attached bid proposal shows the fireworks display proposed by Melrose. The 4th of July Commission reviewed this proposal at their November 12, 2015 meeting. Based on that review and analysis, the Commission recommends Melrose Pyrotechnics for the award of this bid in accordance with the attached contract. Melrose Pyrotechnics complies with all bid requirements and has a favorable history with the Village providing quality fireworks displays in the past. This proposal provides the same fireworks display as last year at the same cost.

FINANCIAL IMPACT: The 4th of July budget contains \$15,000 to cover the Village's share of this expense. The partnering agencies fund the balance.

RECOMMENDATION: The 4th of July Commission recommends that the 2016 fireworks display contract be awarded to Melrose Pyrotechnics, Kingsbury, IN, in an amount not to exceed \$35,000 for the fireworks display at the Northwest Fourth-Fest.

MELROSE PYROTECHNICS, INC.

AGREEMENT

This contract entered into this 19th Day of November AD 2015 by and between MELROSE PYROTECHNICS, INC. of Kingsbury, Indiana and Village of Hoffman Estates (CUSTOMER) of City Hoffman Estates State IL.

WITNESSETH: Melrose Pyrotechnics, Inc. for and in consideration of the terms hereinafter mentioned, agrees to furnish to the Customer One (1) Fireworks Display(s) as per agreement made and accepted and made a part hereof, including the services of our Operator to take charge of and fire display under the supervision and direction of the Customer, said display to be given on the evening of July 3, 2016 Customer Initial _____, weather permitting, it being understood that should inclement weather prevent the giving of this display on the date mentioned herein the parties shall agree to a mutually convenient alternate date, within six (6) months of the original display date. If the show is rescheduled prior to our truck leaving the facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 15% of the total contract price for additional expenses in presenting the display on an alternate date. If the show is rescheduled after our trucks leave the facility, Customer shall remit to Melrose Pyrotechnics, Inc. an additional 40% of the total contract price for additional expenses incurred. The determination to cancel the show because of inclement or unsafe weather conditions shall rest within the sole discretion of Melrose Pyrotechnics, Inc. In the event the Customer does not choose to reschedule another date or cannot agree to a mutually convenient date, Melrose Pyrotechnics, Inc. shall be entitled to 50% of the contract price for costs, damages and expenses. If the fireworks exhibition is canceled by Customer prior to the display, Customer shall be responsible for and shall pay to Melrose Pyrotechnics, Inc. on demand, all Melrose Pyrotechnics Inc.'s out of pocket expenses incurred in preparation for the show including, but not limited to, material purchases, preparation and design costs, deposits, licenses and employee charges.

MELROSE PYROTECHNICS, INC. agrees to furnish all necessary fireworks display materials and personnel for a fireworks display in accordance with the program approved by the parties. Quantities and varieties of products in the program are approximate. After final design, exact specifications will be supplied upon request. Should this display require any Union related costs; their fees are not included in this agreement.

It is further agreed and understood that the CUSTOMER is to pay MELROSE PYROTECHNICS, INC. the sum of Thirty-Five Thousand Dollars and 00/100 (\$35,000.00). A service fee of 1 1/2 % per month shall be added, if account is not paid within 30 days of the show date. Should the Village not receive funding in the amount of \$20,000 for its Northwest Fourth-Fest partners for the 2016 fireworks display by May 31, 2016, the Village shall have the option to reduce the fireworks display contract to \$15,000.

MELROSE PYROTECHNICS, INC. will obtain Public Liability and Property Damage and Workers Compensation Insurance.

CUSTOMER will provide the following items:

- (a) Sufficient area for the display, including a minimum spectator set back of 420 feet at all points from the discharge area.
- (b) Protection of the display area by roping-off or similar facility.
- (c) Adequate police protection to prevent spectators from entering display area.
- (d) Search of the fallout area at first light following a nighttime display.

It is further agreed and mutually understood that nothing in this contract shall be construed or interpreted to mean a partnership, both parties being hereto responsible for their separate and individual debts and obligations and neither party shall be responsible for any agreements not stipulated in this contract. Customer agrees to pay any and all collection costs, including reasonable attorney's fees and court costs incurred by Melrose Pyrotechnics, Inc. in the collection or attempted collections of any amount due under this agreement and invoice.

The parties hereto do mutually and severally guarantee terms, conditions, and payments of this contract, these articles to be binding upon the parties, themselves, their heirs, executors, administrators, successors and assigns.

MELROSE PYROTECHNICS, INC.

CUSTOMER

By Wynn Cramer

By _____
Its duly authorized agent, who represents he/she has full authority to bind the customer.

Date Signed: November 19, 2015

Date Signed _____
(PLEASE TYPE OR PRINT)

Wynn Cramer - Event Producer
P.O. Box 302, 1 Kingsbury Industrial Park
Kingsbury, IN 46345
(800) 771-7976
wynn@melrosepyro.com

Name _____
Address _____
Phone _____
Email _____

VILLAGE OF HOFFMAN ESTATES

July 4, 2016

2016 Fireworks Display

Program Description

\$35,000.00

SHELL SUMMARY

536 – 2 ½” Aerial Display Shells

948 – 3” Aerial Display Shells

368 – 4” Aerial Display Shells

235 – 5” Aerial Display Shells

131 – 6” Aerial Display Shells

BID PROPOSAL

Formal bid proposal to the Village of Hoffman Estates, Illinois for conducting a public fireworks display on Sunday, July 3, 2016.

Company Name: Melrose Pyrotechnics, Inc.

Company Address: 1 Kingsbury Industrial Park

PO Box 302

Kingsbury, IN 46345

Company Telephone Number: (219) 393-5522

Company Representative: Wynn Cramer

Title: Event Producer

The undersigned, as submitter, declares that the only persons or parties interested in this bid proposal are the names herein; that the person signing below is the duly authorized representative of the bidder and has or has been delegated the authority to sign this proposal on the bidder's behalf; this bid proposal is made without collusion with any other person, firm, company, and/or corporation; that he/she has carefully examined the bid proposal and its associated specifications for the above stated project, all of which are on file at the Village of Hoffman Estates, 1900 Hassell Road, Hoffman Estates, Illinois, and all other documents referred to or mentioned in the specifications; and that he/she bids and agrees to provide a public fireworks display as specified or referred to in the proposal and specifications in the manner and time therein prescribed.

The undersigned certifies that his/her firm is not barred from bidding on this project as a result of a conviction for violation of State of Illinois laws prohibiting bid rigging or bid rotating as set forth in the provisions of 720 ILCS 5/33 E.

Bids shall be evaluated on the basis of total amount, compliance with the specifications, type of pyrotechnics used, the quality of pyrotechnics used, the quantity of pyrotechnics used and a reference review of the bidder. The Village of Hoffman Estates reserves the right to reject any and all bids, to waive any and all technical defects, and to accept any bid which is deemed in the best interest of the Village of Hoffman Estates, Illinois.

TOTAL PRICE OF DISPLAY: \$ 35,000.00

ESTIMATED DURATION OF SINGLE DAY DISPLAY: 26 minutes

(note: duration estimated should be +/- a maximum of two (2) minutes)

SIGNATURE: *Wynn Cramer*

NAME (PRINT): Wynn Cramer

TITLE (PRINT): Event Producer

TELEPHONE NUMBER: () 219-393-5522

SUBSCRIBED AND SWORN BEFORE ME THIS 3rd DAY OF November, 2015.

Wanda M Schoof
NOTARY PUBLIC

(NOTARY SEAL)

ATTACHMENT A

**2016 FIREWORKS DISPLAY
PROGRAM DESCRIPTION**

Name of Company: Melrose Pyrotechnics, Inc.

	Number of Shells	Color	Description/Characteristics
			*See attached proposal
OPENING			
2.5" shells	36		
3" shells	30		
4" shells	9		
5" shells	4		
6" shells			
Subtotal:	79		
MAIN SHOW			
2.5" shells	350		
3" shells	538		
4" shells	311		
5" shells	202		
6" shells	113		
Subtotal:	1,514		
MID-FINALE:			
2.5" shells	70		
3" shells	60		
4" shells	12		
5" shells	9		
6" shells	6		
Subtotal:	157		
FINALE:			
2.5" shells	80		
3" shells	320		
4" shells	36		
5" shells	20		
6" shells	12		
Subtotal:	468		
GRAND TOTAL	2,218		

Proposal Specification

Your Melrose Contact

Wynn Cramer

Event Name

Village of Hoffman Estates

Event Date

July 3, 2016

Client Contact Person

Type of Show

Pyromusical Fireworks Display - Computer Choreographed

Length of Show

26 Minutes

Type of Pyrotechnic Effects

All Aerial Shells up to 6"

Proposal Includes

Five Million Dollars Public Liability Insurance
Licensed Professional Pyrotechnicians
Workers Compensation Insurance
All Fireworks Material Necessary to the Production
All Firing Equipment Necessary to the Production
Digital Soundtrack Production
Computer-Designed Choreography

Proposal Cost

\$35,000

“Melrose is like part of the family.”

- Nichole Manning, Senior Director of Game Operations for the Chicago White Sox



HOFFMAN ESTATES

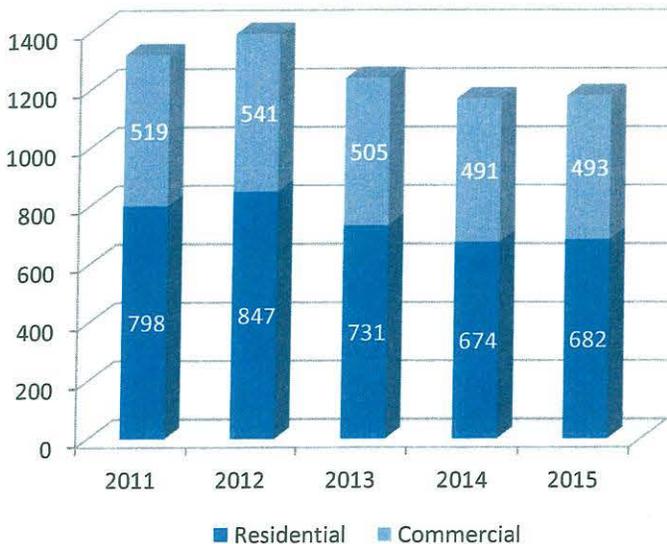
GROWING TO GREATNESS

DEPARTMENT OF FINANCE MONTHLY REPORT OCTOBER 2015

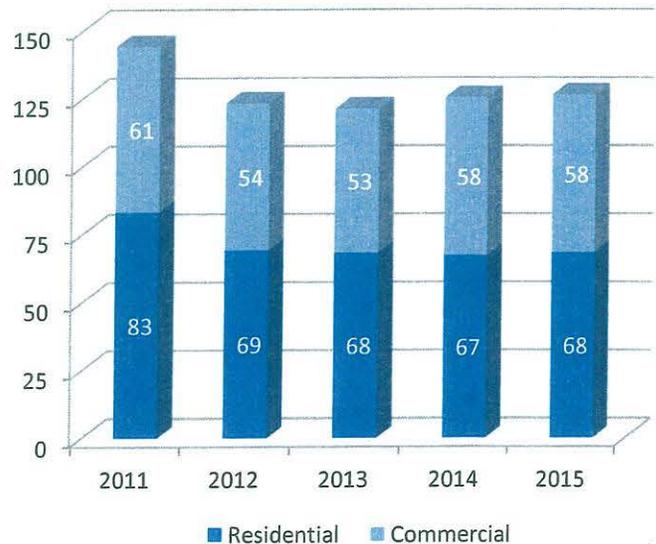
Water Billing

A total of 14,583 residential water bills were mailed on October 1st for August's water consumption. Average consumption was 4,643 gallons, resulting in an average residential water bill of \$51.41. Total consumption for all customers was 126 million gallons, with 68 million gallons attributable to residential consumption. When compared to the October 2014 billing, residential consumption increased by 1.5%.

**Total Water Consumption
Year-To-Date Comparison
Month of October**



**Total Water Consumption
Month of October**



1900 Hassell Road
Hoffman Estates, Illinois 60169
www.hoffmanestates.org

Phone: 847-882-9100
Fax: 847-843-4822

William D. McLeod
MAYOR

Gary J. Pilafas
TRUSTEE

Gayle Vandenberg
TRUSTEE

Karen V. Mills
TRUSTEE

Gary Stanton
TRUSTEE

Bev Romanoff
VILLAGE CLERK

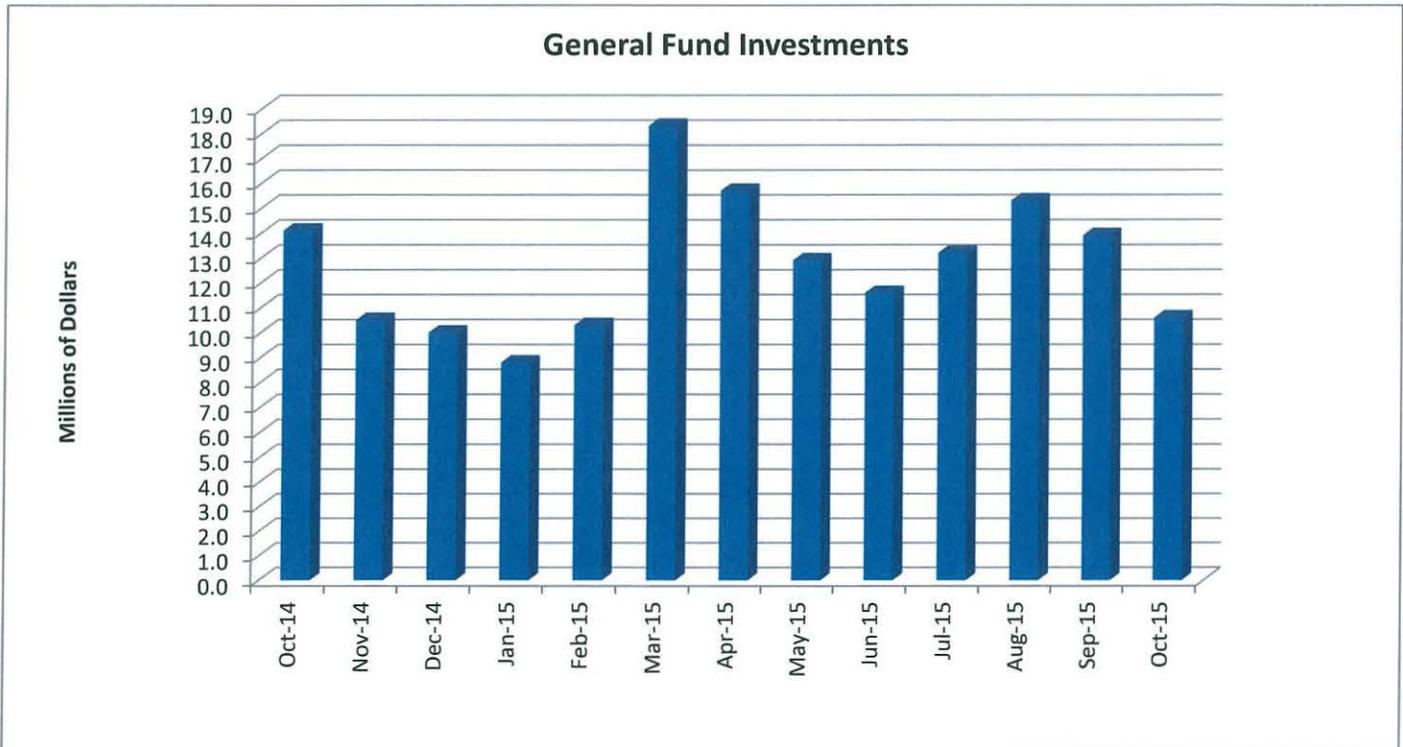
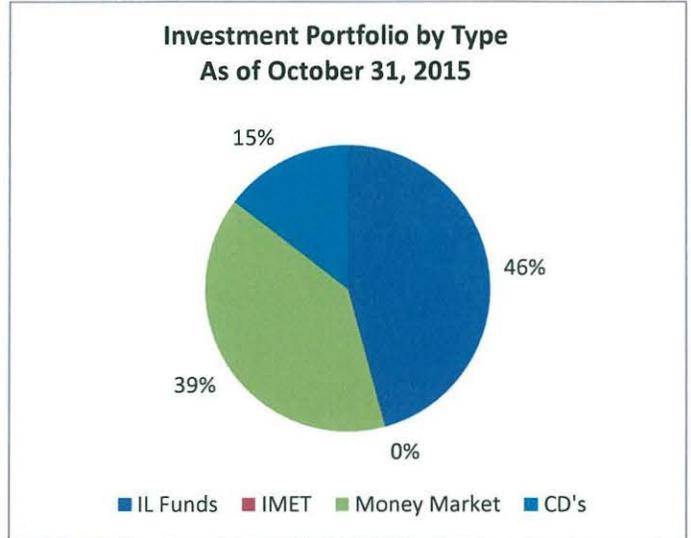
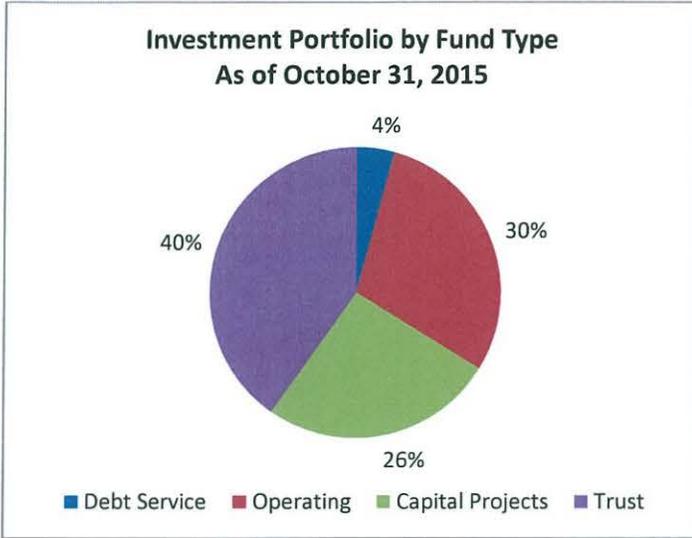
Anna Newell
TRUSTEE

Michael Gaeta
TRUSTEE

James H. Norris
VILLAGE MANAGER

Village Investments

As of October 31, 2015, the Village's investment portfolio (not including pension trust funds) totaled \$56.1 million. Of this amount, \$16.6 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$39.5 million is related to debt service, capital projects and trust funds.



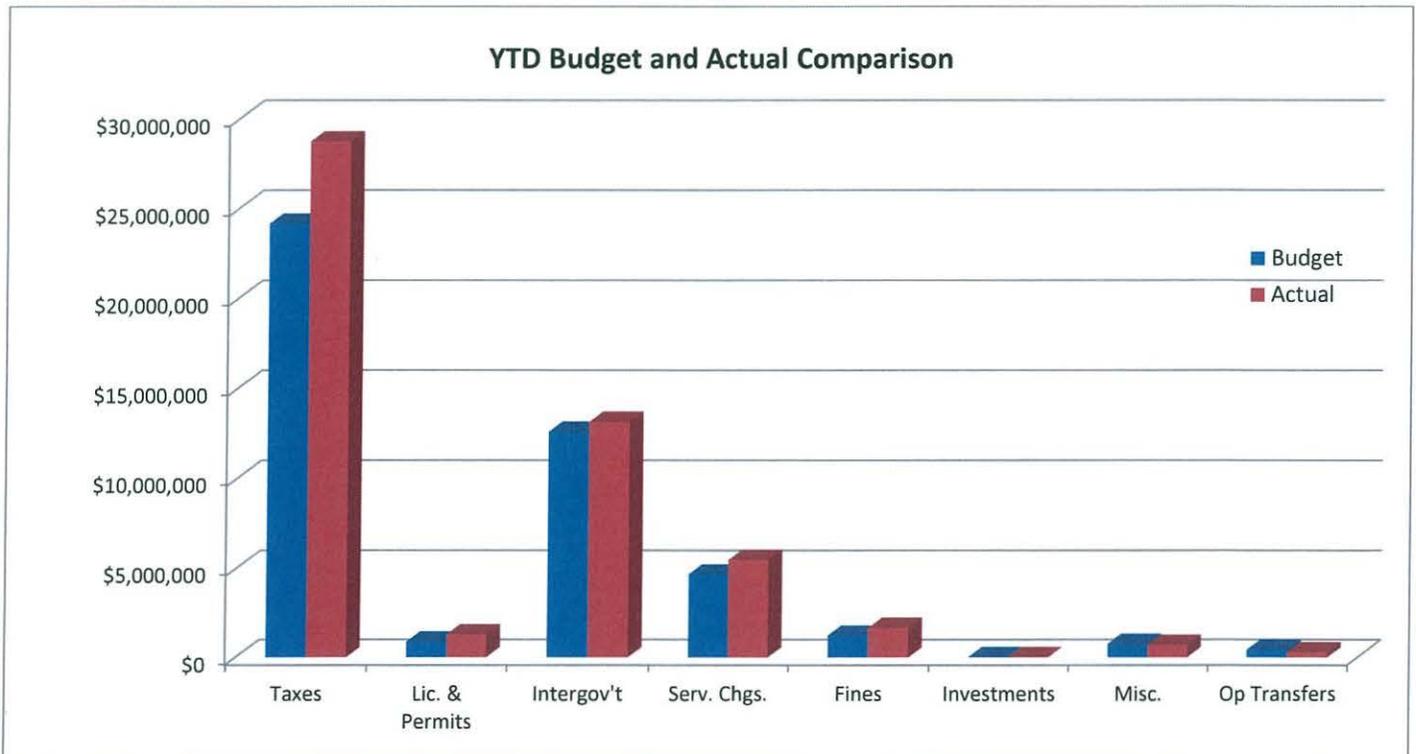
Operating Funds

General Fund

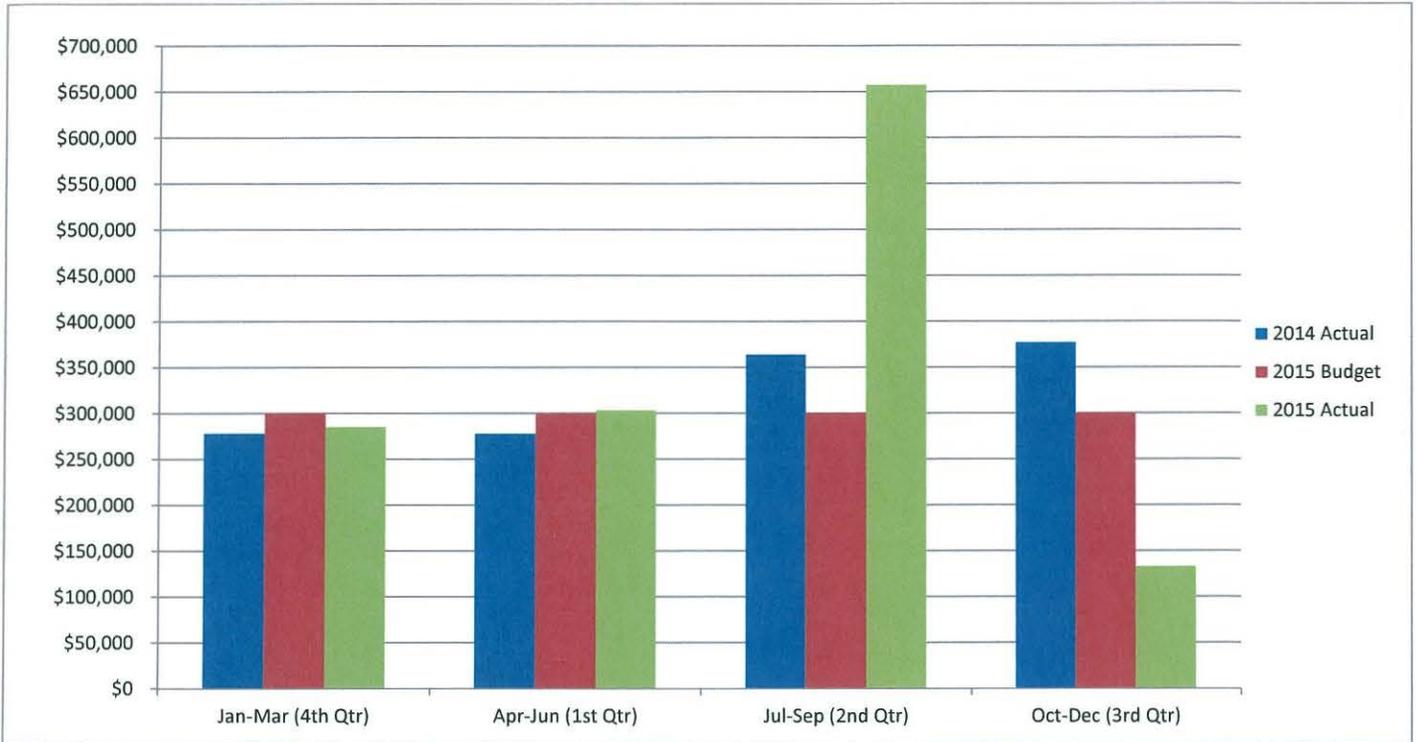
For the month of October, General Fund revenues totaled \$2,092,473 and expenditures totaled \$4,420,435 resulting in a deficit of \$2,327,962.

Revenues: October year-to-date figures are detailed in the table below. Operating transfers do not occur until the underlying expense is realized. Most miscellaneous revenues are not received on a monthly basis.

REVENUES	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 24,152,633	\$ 28,724,008	18.9%
Licenses & Permits	882,500	1,291,408	46.3%
Intergovernmental	12,588,333	13,141,542	4.4%
Charges for Services	4,666,234	5,475,837	17.4%
Fines & Forfeits	1,227,500	1,666,039	35.7%
Investments	25,000	22,876	-8.5%
Miscellaneous	760,675	695,208	-8.6%
Operating Transfers	437,500	300,000	-31.4%
TOTAL	\$ 44,740,376	\$ 51,316,918	14.7%

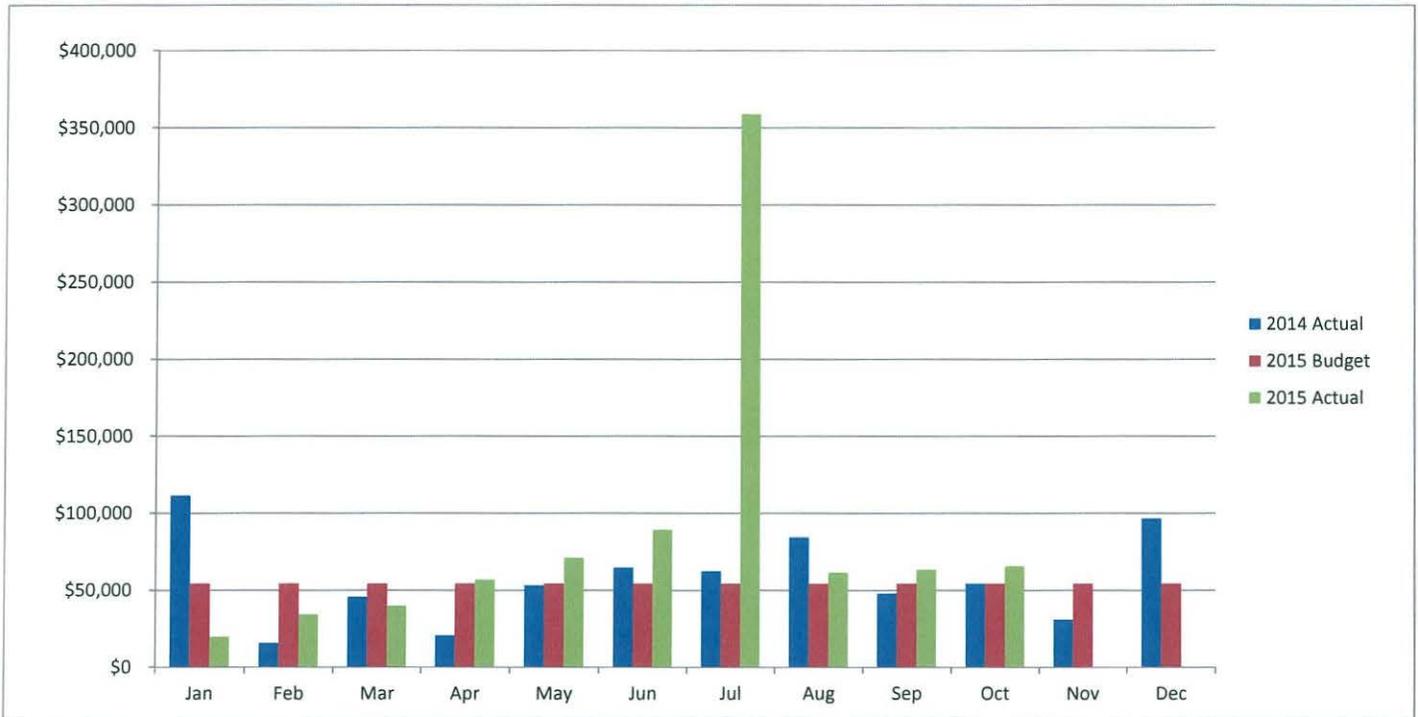


Hotel Tax



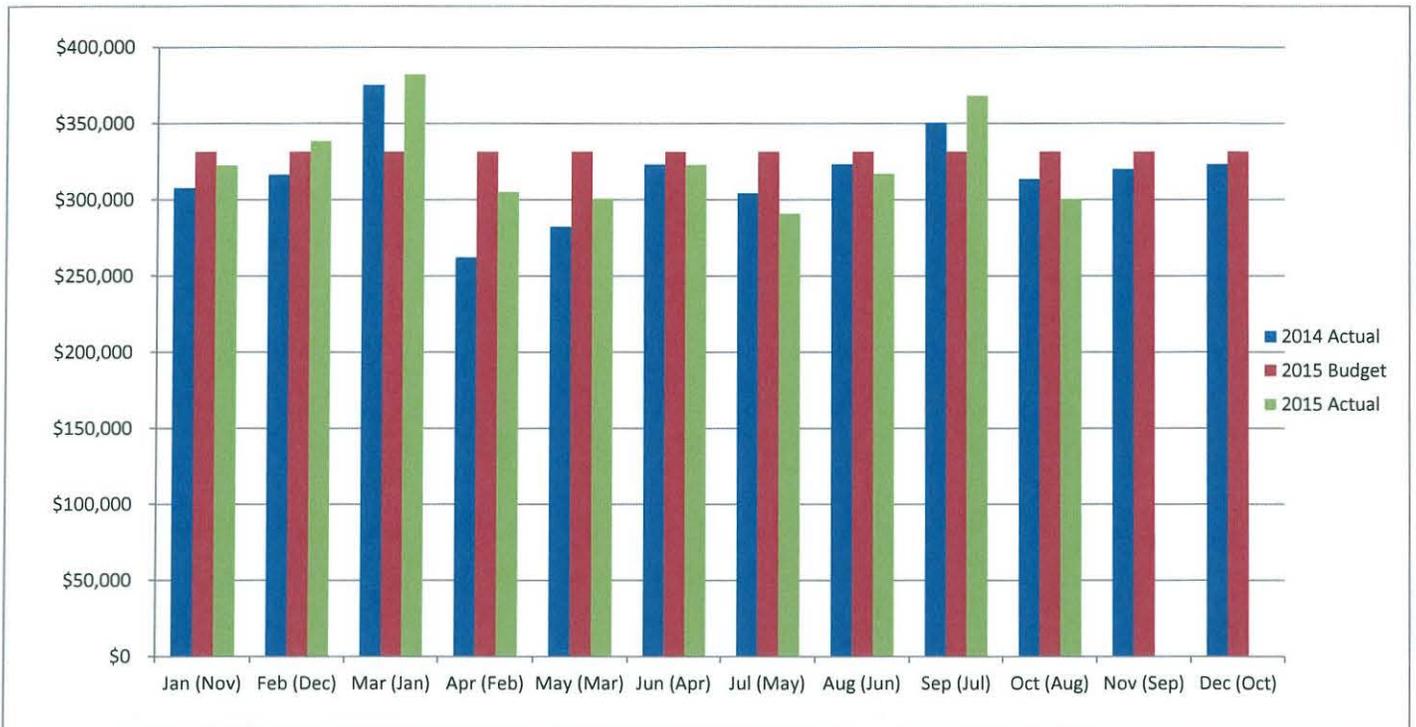
Quarter Received (Liability Period)	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	Cumulative Variance 2015 Actual vs. Budget
Jan-Mar (4th Qtr)	\$ 278,210	\$ 300,000	\$ 285,231	\$ (14,769)
Apr-Jun (1st Qtr)	277,860	300,000	303,072	\$ (11,697)
Jul-Sep (2nd Qtr)	363,759	300,000	657,156	\$ 345,459
Oct-Dec (3rd Qtr)	377,144	300,000	132,948	\$ 178,407
YTD Totals	<u>\$ 1,296,973</u>	<u>\$ 1,200,000</u>	<u>\$ 1,378,407</u>	

Real Estate Transfer Tax



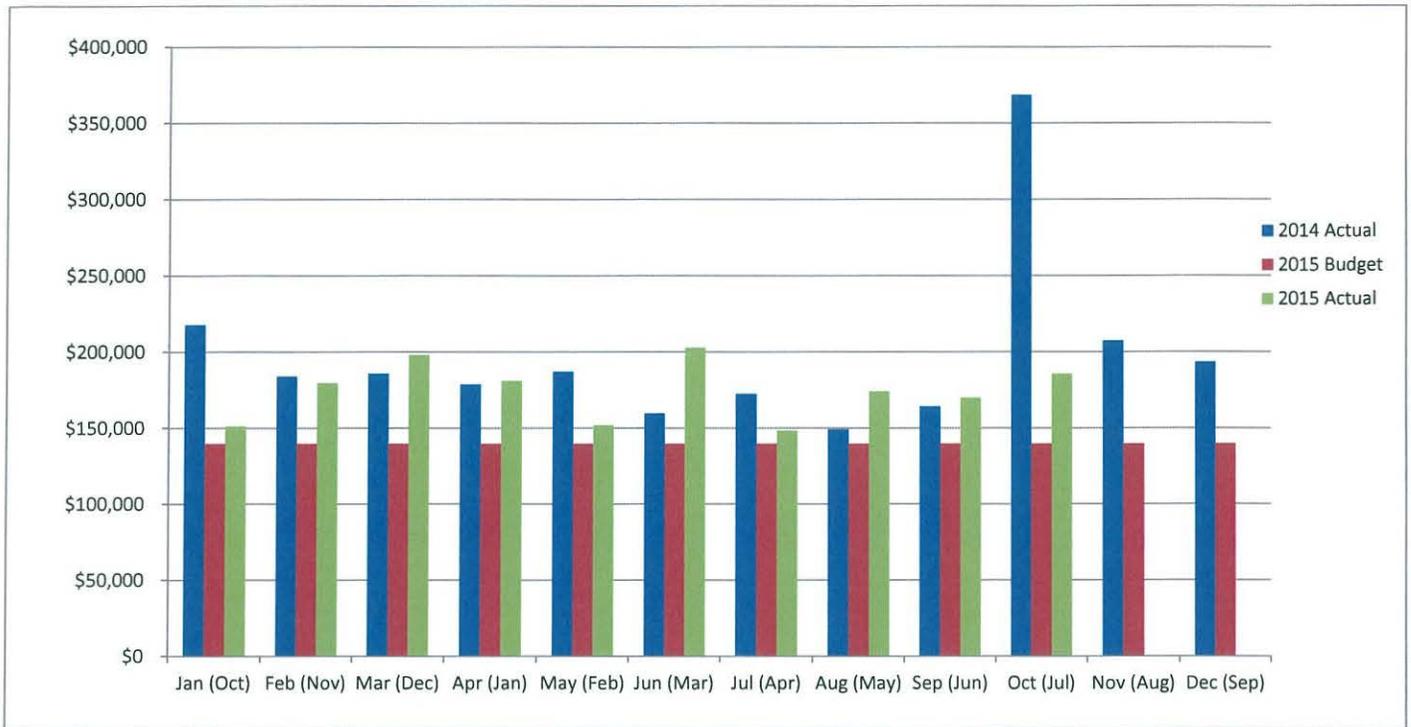
<u>Month Received</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>Cumulative Variance 2015 Actual vs. Budget</u>
Jan	\$ 111,124	\$ 54,167	\$ 19,551	\$ (34,616)
Feb	15,488	54,167	34,172	\$ (54,610)
Mar	45,493	54,167	39,643	\$ (69,134)
Apr	20,396	54,167	56,623	\$ (66,678)
May	52,944	54,167	70,889	\$ (49,955)
Jun	64,570	54,167	89,044	\$ (15,078)
Jul	62,156	54,167	358,525	\$ 289,280
Aug	84,034	54,167	61,377	\$ 296,491
Sep	47,823	54,167	63,270	\$ 305,594
Oct	54,065	54,167	65,550	\$ 316,977
Nov	30,714	54,167		
Dec	96,249	54,167		
YTD Totals	<u>\$ 685,055</u>	<u>\$ 650,000</u>	<u>\$ 858,644</u>	

Home Rule Sales Tax



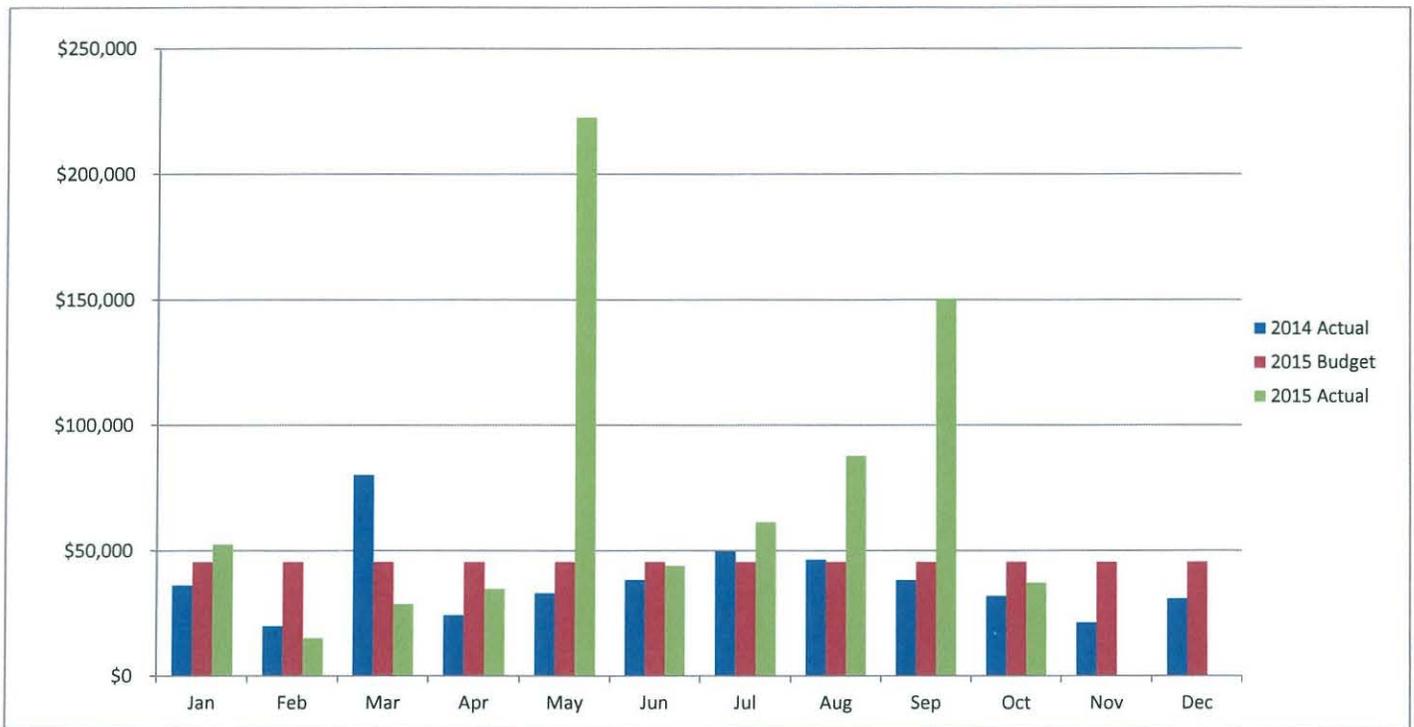
Month Received (Liability Period)	2014 Actual	2015 Budget	2015 Actual	Cumulative Variance 2015 Actual vs. Budget
Jan (Nov)	\$ 307,526	\$ 331,500	\$ 322,359	\$ (9,141)
Feb (Dec)	316,409	331,500	338,435	(2,206)
Mar (Jan)	374,960	331,500	381,857	48,151
Apr (Feb)	262,216	331,500	305,139	21,790
May (Mar)	282,254	331,500	300,617	(9,093)
Jun (Apr)	322,997	331,500	322,770	(17,823)
Jul (May)	304,214	331,500	290,790	(58,533)
Aug (Jun)	323,203	331,500	317,104	(72,929)
Sep (Jul)	350,513	331,500	367,835	(36,594)
Oct (Aug)	313,422	331,500	300,462	(67,632)
Nov (Sep)	319,890	331,500		
Dec (Oct)	323,034	331,500		
YTD Totals	\$ 3,800,637	\$ 3,978,000	\$ 3,247,368	

Telecommunications Tax



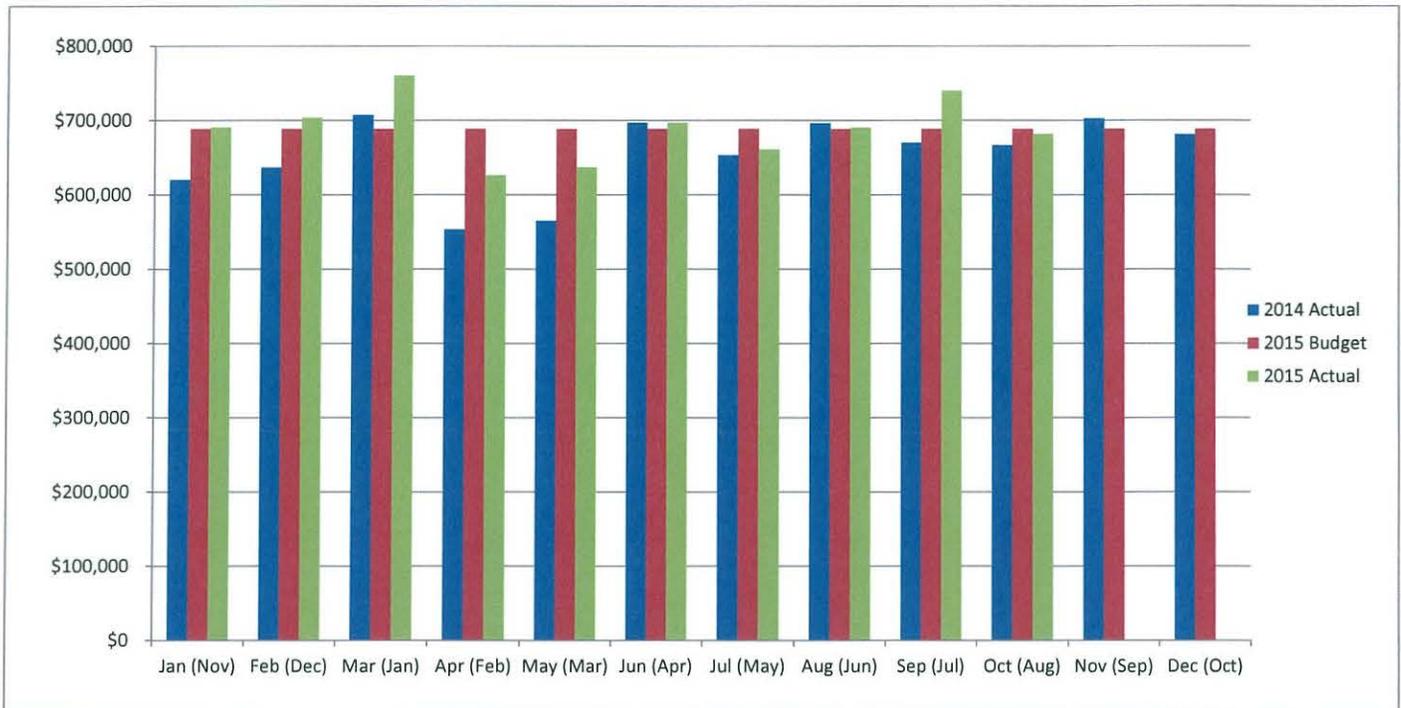
Month Received (Liability Period)	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	Cumulative Variance 2015 Actual vs. Budget
Jan (Oct)	\$ 217,663	\$ 139,770	\$ 151,174	\$ 11,404
Feb (Nov)	183,773	139,770	179,510	51,144
Mar (Dec)	185,835	139,770	197,794	109,168
Apr (Jan)	178,574	139,770	180,871	150,269
May (Feb)	186,926	139,770	151,902	162,401
Jun (Mar)	159,526	139,770	202,762	225,393
Jul (Apr)	172,370	139,770	148,153	233,776
Aug (May)	149,175	139,770	173,922	267,928
Sep (Jun)	164,213	139,770	169,902	298,060
Oct (Jul)	368,360	139,770	185,463	343,753
Nov (Aug)	207,238	139,770		
Dec (Sep)	193,337	139,770		
YTD Totals	<u>\$ 2,366,988</u>	<u>\$ 1,677,240</u>	<u>\$ 1,741,453</u>	

Building Permits



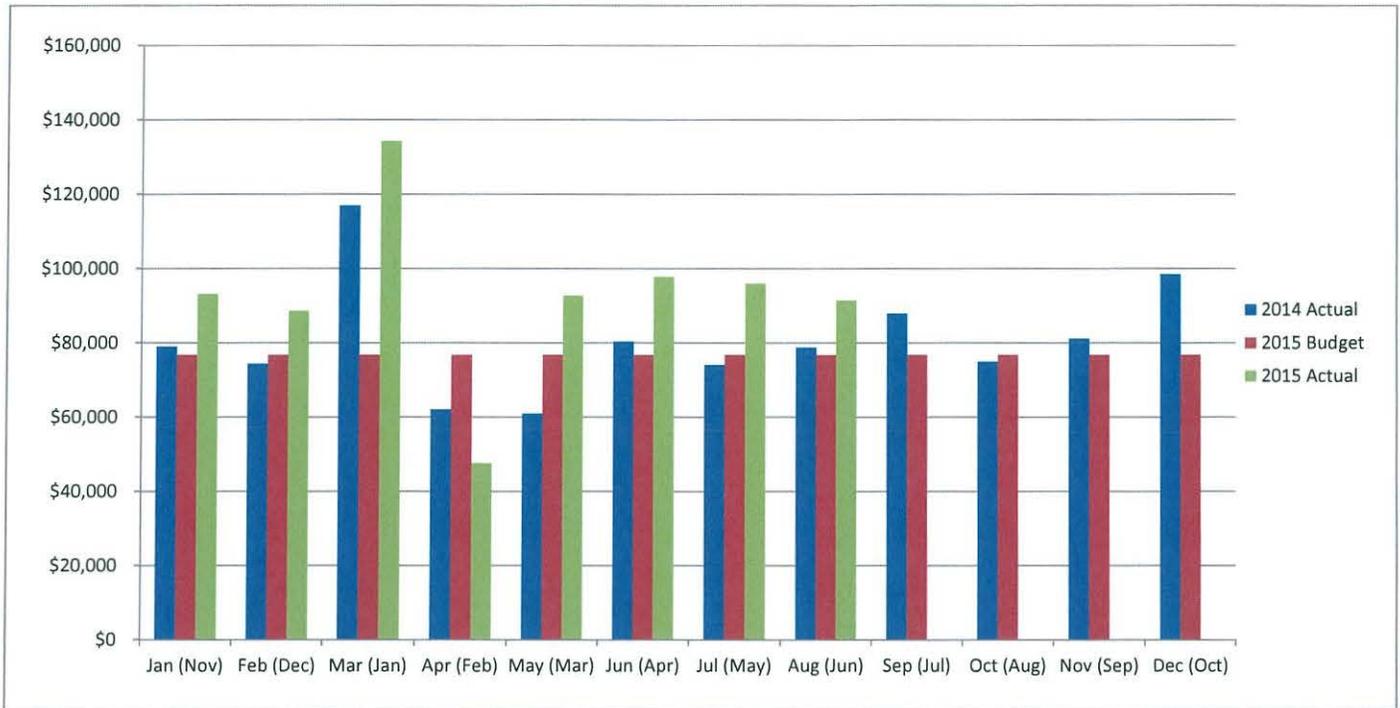
<u>Month Received</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>Cumulative Variance 2015 Actual vs. Budget</u>
Jan	\$ 36,105	\$ 45,417	\$ 52,379	\$ 6,962
Feb	19,912	45,417	15,057	(23,397)
Mar	80,125	45,417	28,634	(40,180)
Apr	24,117	45,417	34,707	(50,890)
May	32,990	45,417	222,499	126,193
Jun	38,217	45,417	43,889	124,665
Jul	49,588	45,417	61,332	140,580
Aug	46,229	45,417	87,653	182,817
Sep	38,118	45,417	150,295	287,695
Oct	31,809	45,417	37,126	279,404
Nov	21,300	45,417		
Dec	30,828	45,417		
YTD Totals	<u>\$ 449,339</u>	<u>\$ 545,000</u>	<u>\$ 733,572</u>	

State Sales Tax



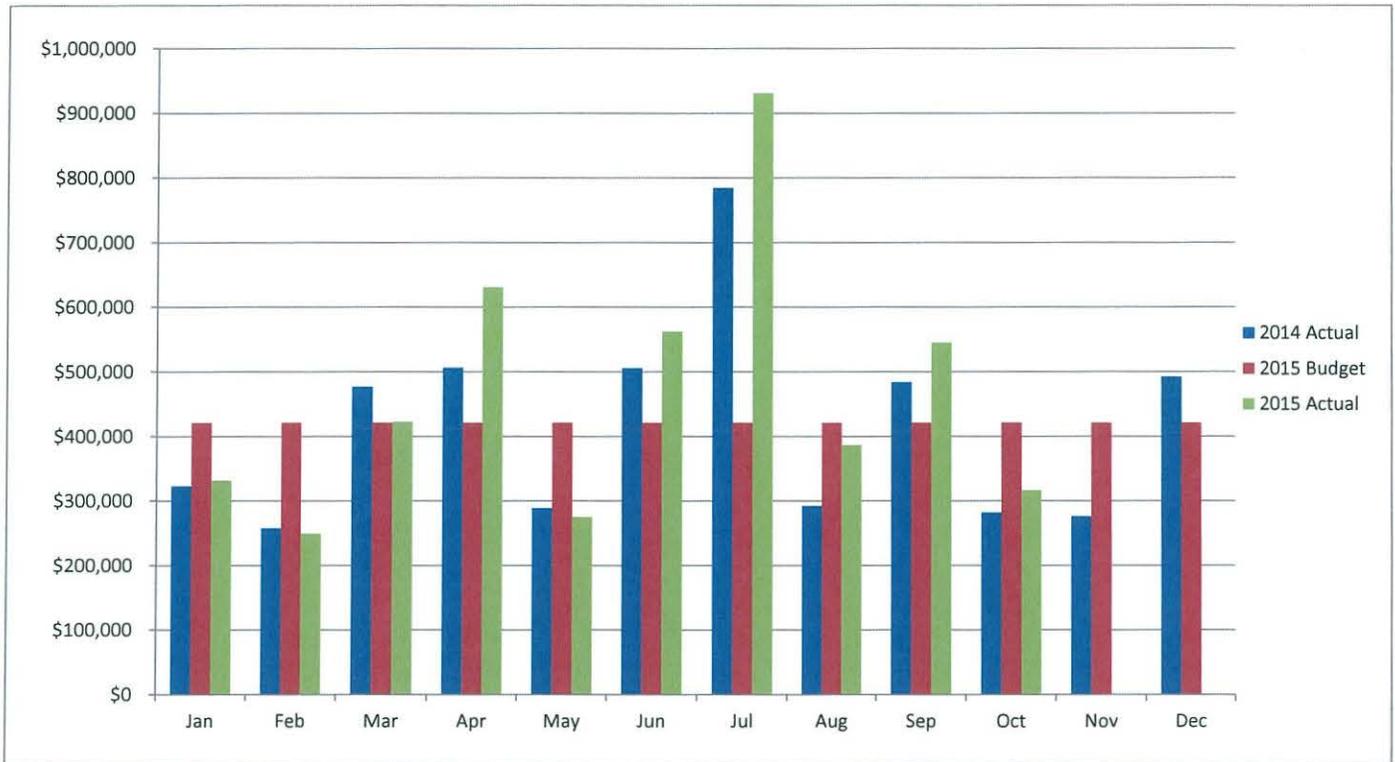
<u>Month Received (Liability Period)</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>Cumulative Variance 2015 Actual vs. Budget</u>
Jan (Nov)	\$ 619,702	\$ 688,083	\$ 690,471	\$ 2,388
Feb (Dec)	636,411	688,083	703,305	17,609
Mar (Jan)	706,857	688,083	759,870	89,396
Apr (Feb)	552,833	688,083	625,945	27,258
May (Mar)	564,732	688,083	636,692	(24,134)
Jun (Apr)	696,379	688,083	696,765	(15,452)
Jul (May)	652,928	688,083	660,897	(42,638)
Aug (Jun)	696,080	688,083	689,914	(40,808)
Sep (Jul)	669,646	688,083	739,532	10,641
Oct (Aug)	666,102	688,083	681,218	3,776
Nov (Sep)	702,393	688,083		
Dec (Oct)	680,754	688,083		
YTD Totals	\$ 7,844,814	\$ 8,257,000	\$ 6,884,609	

Local Use Tax



Month Received (Liability Period)	2014 Actual	2015 Budget	2015 Actual	Cumulative Variance 2015 Actual vs. Budget
Jan (Nov)	\$ 78,904	\$ 76,667	\$ 93,103	\$ 16,436
Feb (Dec)	74,283	\$ 76,667	88,514	28,284
Mar (Jan)	116,875	\$ 76,667	134,166	85,783
Apr (Feb)	61,973	\$ 76,667	47,468	56,584
May (Mar)	60,840	\$ 76,667	92,649	72,567
Jun (Apr)	80,325	\$ 76,667	97,684	93,584
Jul (May)	74,050	\$ 76,667	95,885	112,802
Aug (Jun)	78,676	\$ 76,667	91,333	127,469
Sep (Jul)	87,819	\$ 76,667	-	50,802
Oct (Aug)	74,884	\$ 76,667	-	(25,865)
Nov (Sep)	81,096	\$ 76,667		
Dec (Oct)	98,402	\$ 76,667		
YTD Totals	\$ 968,124	\$ 920,000	\$ 740,801	

Income Tax

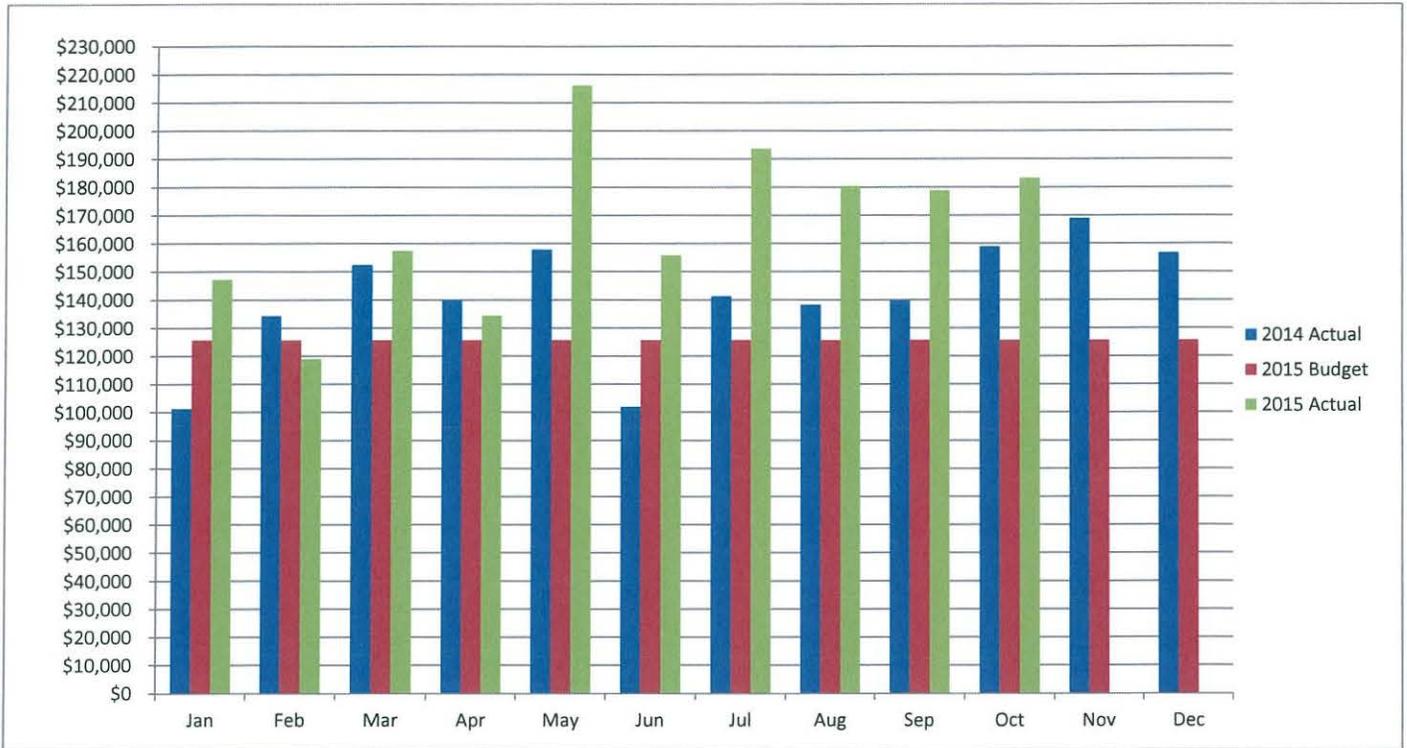


2013-2014		
Month	Liab Pd	2014 Actual
Jan	Oct-13	\$ 322,575
Feb	Nov-13	257,475
Mar	Dec-13	476,802
Apr	Jan-14	506,008
May	Feb-14	289,011
Jun	Mar-14	505,396
Jul	Apr-14	784,363
Aug	May-14	292,152
Sep	Jun-14	483,521
Oct	Jul-14	282,065
Nov	Aug-14	275,829
Dec	Sep-14	492,162
YTD Totals		<u>\$ 4,967,359</u>

2014-2015			
Month	2015 Budget	Liab Pd	2015 Actual
Jan	\$ 420,833	Oct-14	\$ 331,813
Feb	420,833	Nov-14	249,502
Mar	420,833	Dec-14	422,739
Apr	420,833	Jan-15	630,730
May	420,833	Feb-15	275,154
Jun	420,833	Mar-15	562,284
Jul	420,833	Apr-15	930,248
Aug	420,833	May-15	386,317
Sep	420,833	Jun-15	545,070
Oct	420,833	Jul-15	316,314
Nov	420,833	Aug-15	
Dec	420,833	Sep-15	
YTD Totals	<u>\$ 5,050,000</u>		<u>\$ 4,650,171</u>

Cumulative Variance 2015 Actual vs. Budget
\$ (89,021)
(260,352)
(258,446)
(48,549)
(194,229)
(52,778)
456,637
422,120
546,357
441,838

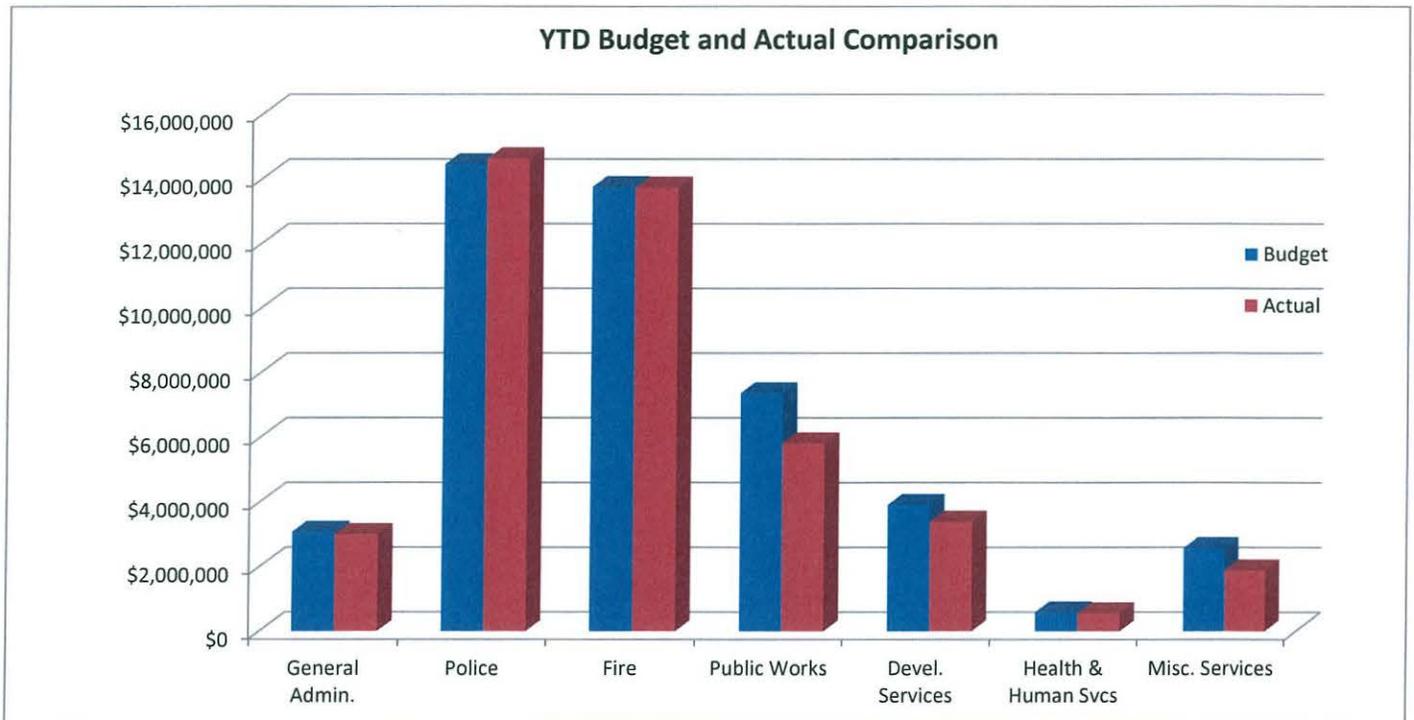
Fines



<u>Month Received</u>	<u>2014 Actual</u>	<u>2015 Budget</u>	<u>2015 Actual</u>	<u>Cumulative Variance 2015 Actual vs. Budget</u>
Jan	\$ 101,340	\$ 125,667	\$ 147,164	\$ 21,497
Feb	134,238	125,667	119,030	14,861
Mar	152,398	125,667	157,442	46,636
Apr	139,804	125,667	134,391	55,360
May	157,855	125,667	216,003	145,697
Jun	102,025	125,667	155,813	175,843
Jul	141,250	125,667	193,717	243,893
Aug	138,189	125,667	180,388	298,615
Sep	139,771	125,667	178,846	351,794
Oct	158,832	125,667	183,246	409,373
Nov	168,915	125,667		
Dec	156,671	125,667		
YTD Totals	<u><u>\$ 1,691,288</u></u>	<u><u>\$ 1,508,000</u></u>	<u><u>\$ 1,666,041</u></u>	

Expenditures: General Fund expenditures in October were \$127,839 below the budgeted figure of \$4,548,274. The summary of year-to-date actuals versus budgeted expenditures shown reflect mostly positive variances for the Village departments for the year.

EXPENDITURES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 313,867	\$ 303,749	3.2%
Administration	512,483	512,019	0.1%
Legal	411,433	403,196	2.0%
Finance	884,283	872,467	1.3%
Village Clerk	172,742	166,746	3.5%
HRM	459,200	430,552	6.2%
Communications	182,958	186,286	-1.8%
Cable TV	129,667	119,176	8.1%
Police	14,429,158	14,606,037	-1.2%
Fire	13,730,825	13,708,585	0.2%
Public Works	7,350,667	5,807,784	21.0%
Development Services	3,901,267	3,386,509	13.2%
H&HS	587,225	558,035	5.0%
Miscellaneous	2,570,685	1,884,421	26.7%
TOTAL	\$ 45,636,460	\$ 42,945,562	5.9%



Department News

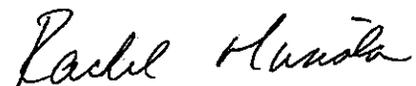
During the month of October, the following training sessions were attended by Finance staff:

- Attended the IGFOA Finance Professionals Academy Level II. Session topics included Identifying and Forecasting Major Revenues and Expenditures, Cash and Public Funds Management, and Continuous Monitoring and Auditing (Accounting Assistants [2]).
- Attended an IGFOA Lunch-n-Learn. The topic for this month was "How to Have a Great Day Everyday" (Finance Director, Revenue Collections Manager, Customer Service Manager).

Also during the month, Finance staff participated in the following events and planning meetings:

- Attended the quarterly Fire Pension Board meeting and a special Fire Pension Board meeting (Finance Director).
- Attended the quarterly Police Pension Board meeting (Finance Director).
- Attended the IGFOA Executive Board meeting to recap the annual conference that just took place (Finance Director).
- Attended the Platzkonzert planning meeting to oversee the financial operations of the annual Platzkonzert Festival (Finance Director).
- Attended the 4th of July Commission monthly planning meeting (Finance Director).

Respectfully Submitted,



Rachel Musiala
Director of Finance

MONTHLY REPORT STATISTICS

October-15

	<u>Oct-15</u>	<u>YTD Oct-15</u>	<u>Oct-14</u>	<u>YTD Oct-14</u>	<u>% Inc / Dec</u>	
					<u>Month</u>	<u>Year</u>
Credit Card Transactions						
Finance and Code Front Counter						
Number	762	6,986	699	5,539	9.0%	26.1%
Amount	\$ 83,902	917,651	\$ 73,206	678,054	14.6%	35.3%
Internet Sales						
Number	2,263	21,105	1,939	19,437	16.7%	8.6%
Amount	\$ 232,173	1,962,619	\$ 164,548	1,528,660	41.1%	28.4%
Total						
Number	3,025	28,091	2,638	24,976	14.7%	12.5%
Amount	\$ 316,075	2,880,270	\$ 237,754	1,996,457	32.9%	44.3%
Credit Card Company Fees						
General Fund	\$ 1,324	15,868	\$ 1,430	10,844	-7.4%	46.3%
Municipal Waste Fund	-	22	1	10	-100.0%	123.6%
Water Fund	7,392	40,878	3,078	20,056	140.2%	103.8%
Total Fees	\$ 8,716	\$ 56,769	\$ 4,509	\$ 30,910	93.3%	83.7%
Accounts Receivable						
Invoices Mailed						
Number	59	769	63	833	-6.3%	-7.7%
Amount	\$ 77,885	1,358,443	\$ 129,776	954,590	-40.0%	42.3%
Invoices Paid						
Number	71	738	65	861	9.2%	-14.3%
Amount	\$ 100,344	1,377,008	\$ 82,571	957,402	21.5%	43.8%
Reminders Sent						
Number	6	202	12	163	-50.0%	23.9%
Amount	\$ 305	92,599	\$ 12,322	114,763	-97.5%	-19.3%
Accounts Payable						
Checks Issued						
Number	346	3,584	356	3,502	-2.8%	2.3%
Amount	\$ 2,107,307	30,633,962	\$ 2,171,183	17,393,304	-2.9%	76.1%
Manual Checks Issued						
Number	22	421	57	538	-61.4%	-21.7%
As % of Total Checks	6.36%	11.75%	16.01%	15.36%	-60.3%	-23.5%
Amount	\$ 19,932	11,245,290	\$ 91,843	2,709,760	-78.3%	315.0%
As % of Total Checks	0.95%	36.71%	4.23%	15.58%	-77.6%	135.6%
Utility Billing						
New Utility Accounts	158	1,541	155	1,656	1.9%	-6.9%
Bills Mailed / Active Accounts	15,490	154,781	15,472	151,089	0.1%	2.4%
Final Bills Mailed	158	1,541	155	1,653	1.9%	-6.8%
Shut-Off Notices	1,340	14,300	1,380	14,199	-2.9%	0.7%
Actual Shut-Offs	152	1,101	72	979	111.1%	12.5%
Total Billings	\$ 1,747,882	15,797,138	\$ 1,310,805	12,650,476	33.3%	24.9%
Direct Debit (ACH) Program						
New Accounts	18	526	23	300	-21.7%	75.3%
Closed Accounts	1	178	11	257	-18.8%	-30.7%
Total Accounts	2,656	24,913	2,297	22,882	15.6%	8.9%
As % of Active Accounts	17.15%	16.10%	14.85%	15.14%	2.3%	6.3%
Water Payments Received in Current Month						
Total Bills Mailed	15,490	154,781	15,472	154,665	0.1%	0.1%
ACH Payments	2,656	24,913	2,297	22,876	15.6%	8.9%
ACH Payments-% of Total Bills	17.15%	16.10%	14.85%	14.79%	15.5%	8.8%
On-line Payments (Internet Sales)	1,957	18,147	1,669	16,160	17.3%	12.3%
On-line Payments-% of Total Bills	12.63%	11.72%	10.79%	10.45%	17.1%	12.2%
Mail-in Payments	12,706	124,794	12,105	120,180	5.0%	3.8%
Mail-in Payments-% of Total Bills	82.03%	80.63%	78.24%	77.70%	4.8%	3.8%

WATER BILLING ANALYSIS
October 31, 2015

Residential Billings
Average Monthly Consumption/Customer

<u>Month Billed</u>	<u>2012-2013</u>	<u>2013-2014</u>	<u>2014-2015</u>
October	4,760	4,655	4,595
November	4,907	4,706	4,818
December	4,818	4,636	3,978
January	5,047	5,047	5,288
February	4,772	4,137	4,347
March	4,057	4,293	4,126
April	4,736	4,485	4,327
May	4,502	4,283	4,601
June	5,567	4,283	4,434
July	4,832	5,138	4,597
August	5,801	4,873	5,376
September	6,270	5,497	5,073
October	4,655	4,595	4,643
13 Month Average -	4,979	4,664	4,631
% Change -	-11.4%	-6.3%	-0.7%

Total Water Customers

<u>Customer Type</u>	<u>Oct-14</u>	<u>Oct-15</u>	<u>% Change</u>
Residential	14,566	14,583	0.1%
Commercial	906	907	0.1%
Total	15,472	15,490	0.1%

Average Bill

<u>Customer Type</u>	<u>Oct-14</u>	<u>Oct-15</u>	<u>% Change</u>
Residential	\$ 43.93	\$ 51.41	17.0%

Total Consumption - All Customers (000,000's)

	<u>Month-To-Date</u>			<u>Year-To-Date</u>		
	<u>Oct-14</u>	<u>Oct-15</u>	<u>% Change</u>	<u>Oct-14</u>	<u>Oct-15</u>	<u>% Change</u>
Residential	67	68	1.5%	678	682	0.6%
Commercial	58	58	0.0%	492	493	0.2%
Total	125	126	0.8%	1,170	1,175	0.4%

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2015

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>General Fund</u>						
Illinois Funds - General	09/30/86		4,698,313.77			0.012
Illinois Funds - Veterans Memorial	05/01/92		294.31			0.012
IMET Convenience Fund	10/20/05		2,695.28			0.430
HE Community Bank-MaxSafe	07/13/04		763,580.03			0.100
Virginia Heritage Bank	11/07/08		3,658,354.79			0.100
CD with PMA	08/22/13		1,490,882.01	1,491,108.37	1,503,740.47	0.375
			<u>10,614,120.19</u>			
<u>Motor Fuel Tax</u>						
Illinois Funds	09/30/86		894,425.55			0.012
Virginia Heritage Bank	11/07/08		71,414.07			0.100
CD with PMA	08/22/13		94,312.26	94,218.39	95,016.57	0.375
			<u>1,060,151.88</u>			
<u>EDA Administration</u>						
Illinois Funds	01/02/91		4,341.80			0.012
Virginia Heritage Bank	11/07/08		544,827.74			0.100
			<u>549,169.54</u>			
<u>E-911</u>						
Illinois Funds	07/01/00		12,058.63			0.012
Virginia Heritage Bank	11/07/08		52,437.41			0.100
			<u>64,496.04</u>			
<u>Asset Seizure - Federal</u>						
Illinois Funds	06/09/99		12,805.67			0.012
<u>Asset Seizure - State</u>						
Illinois Funds	11/30/98		52,745.87			0.012
<u>Asset Seizure - BATTLE</u>						
Illinois Funds	07/10/08		57,780.27			0.012
<u>Municipal Waste System</u>						
Illinois Funds	08/31/98		833.94			0.012
<u>2005A G.O. Debt Serv.</u>						
Illinois Funds	11/30/04		1,515,692.48			0.012
<u>2009 G.O. Debt Serv.</u>						
Illinois Funds	04/01/09		795,637.27			0.012
<u>Central Road Corridor Improv.</u>						
Illinois Funds	12/15/88		14,041.17			0.012
Virginia Heritage Bank	11/07/08		233,308.31			0.100
			<u>247,349.48</u>			
<u>Hoffman Blvd Bridge Maintenance</u>						
Illinois Funds	07/01/98		10,545.68			0.012
CD with PMA	08/22/13		90,634.13	90,494.34	91,260.97	0.375
Virginia Heritage Bank	02/10/11		232,446.57		-	0.100
			<u>333,626.38</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2015

<u>Fund</u>	<u>Investment Date</u>	<u>Maturity Date</u>	<u>Book Value</u>	<u>Market Value</u>	<u>Maturity Value</u>	<u>Rate of Interest</u>
<u>Western Corridor</u>						
Illinois Funds	06/30/01		36,146.71			0.012
CD with PMA	08/22/13		803,351.81	803,276.91	810,081.97	
Virginia Heritage Bank	01/07/09		1,730,060.09			0.100
			<u>2,569,558.61</u>			
<u>Traffic Improvement</u>						
Illinois Funds	03/24/89		13,594.97			0.012
Virginia Heritage Bank	01/07/09		284,791.13			0.012
			<u>298,386.10</u>			
<u>EDA Series 1991 Project</u>						
Illinois Funds	08/22/91		1,157,180.25			0.012
Virginia Heritage Bank	02/10/11		1,560,024.28		-	-
Bank of New York Money Market	12/11/06		0.00			
			<u>2,717,204.53</u>			
<u>Road Improvement</u>						
Illinois Funds	01/01/15		196,042.81			
Virginia Heritage Bank			95,787.41			0.430
			<u>291,830.22</u>			
<u>Western Area Traffic Improvement</u>						
Illinois Funds	11/01/92		12,287.39			0.012
Virginia Heritage Bank	01/07/09		128,839.30			0.100
			<u>141,126.69</u>			
<u>Western Area Rd Impr Impact Fees</u>						
Illinois Funds	08/01/98		13,949.44			0.012
Virginia Heritage Bank	01/07/09		133,184.75			0.100
			<u>147,134.19</u>			
<u>Capital Improvements</u>						
Illinois Funds	12/31/96		11.48			0.012
Virginia Heritage Bank	01/07/09		194,950.31		-	0.100
			<u>194,961.79</u>			
<u>Capital Vehicle & Equipment</u>						
Illinois Funds	12/31/96		9,180.79			0.012
Virginia Heritage Bank	01/07/09		80,425.46			0.100
			<u>89,606.25</u>			
<u>Capital Replacement</u>						
Illinois Funds	02/01/98		3,106.15			0.012
HE Community Bank-MaxSafe	07/13/04		382,832.20			0.100
Virginia Heritage Bank	11/07/08		425,417.25			0.100
CD with PMA	08/22/13		482,069.56	481,891.67	485,974.07	0.375
			<u>1,293,425.16</u>			
<u>2015 Capital Project</u>						
Citibank Savings Deposit Account	08/12/15		451,276.01			-
CD with PMA	08/12/15		749,100.00	3,736,181.44	3,738,578.82	
			<u>1,200,376.01</u>			
<u>Water and Sewer</u>						
Illinois Funds	09/30/86		10,194.67			0.012
Virginia Heritage Bank	11/07/08		3,136.13			0.100
			<u>13,330.80</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2015

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Water and Sewer-Capital Projects</u>						
Virginia Heritage Bank	03/20/08		66,296.96			0.012
<u>Water and Sewer-2015 Bond Projects</u>						
Citibank Savings Deposit Account	08/12/15		781,771.30			0.100
CD with PMA	08/12/15		3,737,768.37	749,100.00	749,841.30	
			4,519,539.67			
<u>Stormwater</u>						
Citibank Savings Deposit Account	08/12/15		503,533.17			0.100
<u>Sears Centre</u>						
Illinois Funds			69,300.40			0.012
<u>Insurance</u>						
Illinois Funds	11/10/87		289,565.44			0.012
Virginia Heritage Bank	11/07/08		1,362,919.56			0.100
CD with PMA	08/22/13		667,517.57	667,349.20	673,002.73	0.375
			2,320,002.57			
<u>Information Systems</u>						
Illinois Funds	02/01/98		135,928.48			0.012
Virginia Heritage Bank	11/07/08		711,875.76			
			847,804.24			
<u>EDA Special Tax Alloc.</u>						
Illinois Funds	05/15/92		14,884,328.99			0.012
Virginia Heritage Bank	11/07/08		7,005,908.00			
			21,890,236.99			
<u>Roselle Road TIF</u>						
Illinois Funds	09/30/03		75,564.93			0.012
CD with PMA	08/22/13		95,743.22	95,708.00	96,518.81	0.375
Virginia Heritage Bank	11/07/08		751,872.15			0.100
			923,180.30			
<u>Barr./Higgins TIF</u>						
Illinois Funds	08/26/91		687,189.65			0.012
<u>2005 EDA TIF Bond & Int.</u>						
Illinois Funds	11/07/02		35,348.47			0.012
Total Investments			\$ 56,123,781.78			
Total Invested Per Institution				Percent Invested		
Illinois Funds			25,698,437.43	45.79		
IMET Convenience Fund			2,695.28	0.00		
CD with PMA			8,211,378.93	14.63		
HE Community Bank-MaxSafe			1,146,412.23	2.04		
Bank of New York Money Market			0.00	-		
Virginia Heritage Bank/Citibank with PMA			21,064,857.91	37.53		
			\$56,123,781.78	100.00		

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2015

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
Total Invested Per Institution Excluding all Trust and EDA Funds				Percent Invested		
Illinois Funds			8,930,048.27	29.53		
IMET			2,695.28	0.01		
HE Community Bank-MaxSafe			1,146,412.23	3.79		
CD with PMA			8,211,378.93	27.15		
Virginia Heritage Bank/Citibank with PMA			11,954,097.89	39.52		
			\$30,244,632.60	100.00		
Total Invested Per Fund						
Total Investments - Operating Funds				\$16,585,721.71		
Total Investments - Debt Service Funds				\$2,346,678.22		
Total Investments - Trust Funds				\$22,577,426.64		
Total Investments - Capital Projects Funds				\$14,613,955.21		
Total Investments - All Funds				\$56,123,781.78		

OPERATING REPORT SUMMARY

REVENUES

October 31, 2015

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>% ACTUAL TO BUDGET</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
General Fund							
Property Taxes	1,358,709	17,031	13,587,092	16,298,157	16,304,510	100.0%	
Hotel Tax	100,000	132,948	1,000,000	1,378,406	1,200,000	114.9%	
Real Estate Transfer Tax	54,167	65,550	541,667	858,643	650,000	132.1%	
Home Rule Sales Tax	331,500	300,462	3,315,000	3,247,368	3,978,000	81.6%	
Telecommunications Tax	139,770	185,463	1,397,700	1,741,454	1,677,240	103.8%	
Property Tax - Fire	210,232	4,551	2,102,317	2,537,936	2,522,780	100.6%	
Property Tax - Police	216,719	4,211	2,167,192	2,611,403	2,600,630	100.4%	
Other Taxes	4,167	-	41,667	50,642	50,000	101.3%	
Total Taxes	2,415,263	710,216	24,152,633	28,724,008	28,983,160	99.1%	
Business Licenses	22,500	13,392	225,000	301,512	270,000	111.7%	
Liquor Licenses	18,583	5,940	185,833	242,318	223,000	108.7%	
Building Permits	45,417	37,126	454,167	733,569	545,000	134.6%	
Other Licenses & Permits	1,750	8,621	17,500	14,010	21,000	66.7%	
Total Licenses & Permits	88,250	65,078	882,500	1,291,408	1,059,000	121.9%	
Sales Tax	688,083	681,218	6,880,833	6,884,607	8,257,000	83.4%	
Local Use Tax	76,667	-	766,667	740,802	920,000	80.5%	
State Income Tax	420,833	-	4,208,333	4,650,171	5,050,000	92.1%	
Replacement Tax	20,833	49,885	208,333	296,972	250,000	118.8%	
Other Intergovernmental	52,417	8,796	524,167	568,990	629,000	90.5%	
Total Intergovernmental	1,258,833	739,899	12,588,333	13,141,542	15,106,000	87.0%	
Engineering Fees	4,167	-	41,667	512,367	50,000	1024.7%	
Ambulance Fees	83,333	100,004	833,333	980,200	1,000,000	98.0%	
Police Hireback	33,333	50,696	333,333	353,819	400,000	88.5%	
Lease Payments	67,833	45,474	678,333	713,435	814,000	87.6%	
Cable TV Fees	63,583	-	635,833	645,505	763,000	84.6%	
4th of July Proceeds	-	-	123,051	123,051	144,280	85.3%	
Employee Payments	90,106	64,351	901,058	857,406	1,081,270	79.3%	
Hireback - Arena	9,713	10,913	97,125	162,136	116,550	139.1%	
Rental Inspection Fees	18,750	4,850	187,500	280,300	225,000	124.6%	
Other Charges for Services	83,500	66,306	835,000	847,620	1,002,000	84.6%	
Total Charges for Services	454,318	342,593	4,666,234	5,475,837	5,596,100	97.9%	
Court Fines-County	16,667	20,356	166,667	188,565	200,000	94.3%	
Ticket Fines-Village	58,333	67,504	583,333	521,411	700,000	74.5%	
Overweight Truck Fines	250	1,080	2,500	3,660	3,000	122.0%	
Red Light Camera Revenue	47,500	92,741	475,000	808,563	570,000	141.9%	
Local Debt Recovery	2,917	1,566	29,167	143,839	35,000	411.0%	
Total Fines & Forfeits	122,750	183,246	1,227,500	1,666,039	1,508,000	110.5%	
Total Investment Earnings	2,500	1,549	25,000	22,876	30,000	76.3%	
Reimburse/Recoveries	12,500	4,076	125,000	91,646	150,000	61.1%	
S.Barrington Fuel Reimbursement	5,000	289	50,000	19,797	60,000	33.0%	
Tollway Payments	1,854	500	18,542	21,757	22,250	97.8%	
Benefit Fund	41,667	41,666	416,667	416,660	500,000	83.3%	
Other Miscellaneous	15,047	3,360	150,467	145,348	180,560	80.5%	
Total Miscellaneous	76,068	49,891	760,675	695,208	912,810	76.2%	
Total Operating Transfers In	43,750	-	437,500	300,000	525,000	57.1%	
Total General Fund	4,461,734	2,092,473	44,740,376	51,316,918	53,720,070	95.5%	83.3%
Water & Sewer Fund							
Water Sales	1,261,276	1,424,514	12,612,758	13,297,051	15,135,310	87.9%	
Connection Fees	167	-	1,667	83,590	2,000	4179.5%	
Cross Connection Fees	3,167	3,199	31,667	32,235	38,000	84.8%	
Penalties	5,000	10,152	50,000	88,218	60,000	147.0%	
Investment Earnings	8	613	83	892	100	891.9%	
Other Revenue Sources	41,513	1,911	415,125	130,620	498,150	26.2%	
Bond Proceeds	-	-	4,744,540	4,744,540	5,000,000	94.9%	
Total Water Fund	1,311,130	1,440,390	17,855,840	18,377,147	20,733,560	88.6%	83.3%

OPERATING REPORT SUMMARY

REVENUES

October 31, 2015

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>% ACTUAL TO BUDGET</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
Motor Fuel Tax Fund	102,333	92	1,023,333	741,210	1,228,000	60.4%	
Community Dev. Block Grant Fund	46,667	39,134	466,667	290,504	560,000	51.9%	
EDA Administration Fund	125	66	1,250	2,267	1,500	0.0%	
E-911 Surcharge	1,800	1,742	18,000	17,888	21,600	82.8%	
Asset Seizure Fund	28,897	16,768	288,967	187,020	346,760	53.9%	
Municipal Waste System Fund	247,298	250,593	2,472,983	2,341,181	2,967,580	78.9%	
Sears Centre Operating Fund	405,642	367,671	4,056,417	3,946,738	4,867,700	81.1%	
Stormwater Management	39,592	43,443	395,917	944,101	475,100	198.7%	
Insurance Fund	123,338	123,450	1,233,383	1,237,748	1,480,060	83.6%	
Roselle Road TIF	-	144	-	1,514	-	0.0%	
Higgins/Hassell TIF	-	-	-	1,976	-	0.0%	
Information Systems	107,081	107,266	1,070,808	1,068,832	1,284,970	83.2%	
Total Spec Rev. & Int. Svc. Fund	1,102,773	950,369	11,027,725	10,780,980	13,233,270	81.5%	
TOTAL OPERATING FUNDS	6,875,636	4,483,231	73,623,941	80,475,044	87,686,900	91.8%	83.3%
SCA Debt Service	21,722,312	21,722,312	47,157,660	47,157,660	3,904,270	1207.8%	
2005 EDA TIF Bond Fund	-	1	-	43	-	0.0%	
2008 G.O.D.S. Fund	111,022	-	1,110,217	666,125	1,332,260	50.0%	
2009 G.O.D.S. Fund	217,188	76,980	2,171,875	2,280,236	2,606,250	87.5%	
TOTAL DEBT SERV. FUNDS	22,050,521	21,799,293	50,439,752	50,104,064	7,842,780	638.9%	83.3%
Central Rd. Corridor Fund	50	29	500	683	600	113.8%	
Hoffman Blvd Bridge Maintenance	8,389	76	83,892	1,032	100,670	1.0%	
Western Corridor Fund	667	631	6,667	8,056	8,000	100.7%	
Traffic Improvement Fund	38	35	375	680	450	151.1%	
EDA Series 1991 Project	125	232	1,250	511,157	1,500	34077.1%	
Central Area Rd. Impr. Imp. Fee	67	-	667	-	800	0.0%	
Western Area Traffic Impr.	17	16	167	161	200	80.5%	
Western Area Traffic Impr. Impact Fee	-	17	-	167	-	0.0%	
Capital Improvements Fund	174,435	57,427	1,744,350	1,685,893	2,093,220	80.5%	
Capital Vehicle & Equipment Fund	54,505	11	545,050	545,787	654,060	83.4%	
Capital Replacement Fund	167	336	1,667	3,857	2,000	192.8%	
Road Improvement Fund	890,723	239,347	8,907,225	4,422,121	10,688,670	41.4%	
2015 Capital Projects Fund	-	344	-	1,223,917	-	N/A	
TOTAL CAP. PROJECT FUNDS	1,129,181	298,501	11,292,558	8,403,509	13,550,170	62.0%	83.3%
Police Pension Fund	392,120	106,151	3,921,200	4,164,907	4,705,440	88.5%	
Fire Pension Fund	388,362	107,618	3,883,617	4,628,535	4,660,340	99.3%	
TOTAL TRUST FUNDS	780,482	213,768	7,804,817	8,793,442	9,365,780	93.9%	83.3%
TOTAL ALL FUNDS	30,835,819	26,794,793	143,161,068	147,776,060	118,445,630	124.8%	83.3%

OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2015

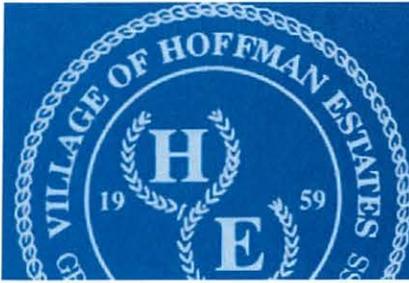
	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>%</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
General Fund							
General Admin.							
Legislative	31,387	28,660	313,867	303,749	376,640	80.6%	
Administration	51,248	65,626	512,483	512,019	614,980	83.3%	
Legal	41,143	27,315	411,433	403,196	493,720	81.7%	
Finance	88,428	111,709	884,283	872,467	1,061,140	82.2%	
Village Clerk	17,274	21,811	172,742	166,746	207,290	80.4%	
Human Resource Mgmt.	45,920	57,153	459,200	430,552	551,040	78.1%	
Communications	18,296	23,706	182,958	186,286	219,550	84.8%	
Cable TV	12,967	15,503	129,667	119,176	155,600	76.6%	
Total General Admin.	306,663	351,482	3,066,633	2,994,192	3,679,960	81.4%	83.3%
Police Department							
Administration	113,108	118,784	1,131,083	1,103,640	1,357,300	81.3%	
Juvenile Investigations	42,450	45,832	424,500	435,419	509,400	85.5%	
Tactical	54,279	54,752	542,792	524,069	651,350	80.5%	
Patrol and Response	810,546	812,428	8,105,458	8,357,714	9,726,550	85.9%	
Traffic	136,531	189,941	1,365,308	1,314,730	1,638,370	80.2%	
Investigations	101,473	109,938	1,014,725	1,047,349	1,217,670	86.0%	
Community Relations	1,107	521	11,067	7,065	13,280	53.2%	
Communications	61,322	62,402	613,217	667,084	735,860	90.7%	
Canine	13,498	14,269	134,983	140,834	161,980	86.9%	
Special Services	12,723	26,643	127,233	179,475	152,680	117.5%	
Records	26,831	30,807	268,308	248,345	321,970	77.1%	
Administrative Services	58,625	67,504	586,250	545,054	703,500	77.5%	
Emergency Operations	10,423	5,871	104,233	35,260	125,080	28.2%	
Total Police	1,442,916	1,539,692	14,429,158	14,606,037	17,314,990	84.4%	83.3%
Fire Department							
Administration	64,644	67,640	646,442	629,808	775,730	81.2%	
Public Education	2,924	8,891	29,242	28,488	35,090	81.2%	
Suppression	669,697	746,176	6,696,967	6,651,527	8,036,360	82.8%	
Emer. Med. Serv.	588,376	617,112	5,883,758	6,006,801	7,060,510	85.1%	
Prevention	45,292	23,853	452,917	376,395	543,500	69.3%	
Fire Stations	2,150	278	21,500	15,566	25,800	60.3%	
Total Fire	1,373,083	1,463,949	13,730,825	13,708,585	16,476,990	83.2%	83.3%
Public Works Department							
Administration	22,041	26,252	220,408	218,831	264,490	82.7%	
Snow/Ice Control	155,664	94,512	1,556,642	1,289,865	1,867,970	69.1%	
Pavement Maintenance	35,098	42,321	350,975	348,697	421,170	82.8%	
Forestry	210,399	114,472	2,103,992	1,519,227	2,524,790	60.2%	
Facilities	88,467	85,773	884,667	707,400	1,061,600	66.6%	
Fleet Services	122,483	137,857	1,224,833	825,446	1,469,800	56.2%	
F.A.S.T.	25,833	24,842	258,333	195,858	310,000	63.2%	
Storm Sewers	18,754	18,657	187,542	171,772	225,050	76.3%	
Traffic Control	56,328	54,480	563,275	530,689	675,930	78.5%	
Total Public Works	735,067	599,167	7,350,667	5,807,784	8,820,800	65.8%	83.3%

OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2015

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>%</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
Development Services							
Administration	32,203	39,717	322,025	318,460	386,430	82.4%	
Planning	43,556	47,860	435,558	412,081	522,670	78.8%	
Code Enforcement	99,667	114,430	996,667	936,473	1,196,000	78.3%	
Transportation & Engineering	105,745	129,601	1,057,450	1,008,698	1,268,940	79.5%	
Economic Development	108,957	29,914	1,089,567	710,797	1,307,480	54.4%	
Total Development Services	390,127	361,522	3,901,267	3,386,509	4,681,520	72.3%	83.3%
Health & Human Services	58,723	70,641	587,225	558,035	704,670	79.2%	83.3%
Miscellaneous							
4th of July	-	-	153,718	153,718	175,280	87.7%	
Police & Fire Comm.	7,932	765	79,317	22,519	95,180	23.7%	
Misc. Boards & Comm.	16,849	27,333	168,492	138,148	202,190	68.3%	
Misc. Public Improvements	216,916	5,885	2,169,158	1,570,035	2,602,990	60.3%	
Total Miscellaneous	241,697	33,983	2,570,685	1,884,421	3,075,640	61.3%	83.3%
Total General Fund	4,548,274	4,420,435	45,636,460	42,945,562	54,754,570	78.4%	83.3%
Water & Sewer Fund							
Water Department	1,297,574	1,159,573	12,975,742	10,916,021	15,570,890	70.1%	
Sewer Department	202,966	227,674	2,029,658	1,774,090	2,435,590	72.8%	
Billing Division	52,623	59,175	526,233	512,608	631,480	81.2%	
Debt Service Division	-	-	-	-	2,560	N/A	
2015 Bond Capital Projects	-	-	-	62,118	-	N/A	
Total Water & Sewer	1,553,163	1,446,421	15,531,633	13,264,838	18,640,520	71.2%	83.3%
Motor Fuel Tax	1,788	1,788	982,555	982,555	2,281,360	43.1%	
Community Dev. Block Grant Fund	39,134	39,134	292,784	292,784	560,000	52.3%	
EDA Administration Fund	28,830	37,803	288,300	291,129	345,960	84.2%	
E-911 Fund	2,202	2,213	22,017	22,193	26,420	84.0%	
Asset Seizure Fund	30,309	16,766	303,092	186,820	363,710	51.4%	
Municipal Waste System	245,641	243,142	2,456,408	1,966,189	2,947,690	66.7%	
Sears Centre Operating Fund	445,005	221,680	4,450,050	2,858,102	5,340,060	53.5%	
Stormwater Management	40,417	190,933	404,167	886,764	485,000	182.8%	
Insurance	150,547	26,376	1,505,467	1,509,298	1,806,560	83.5%	
Information Systems	132,081	110,665	1,320,808	995,368	1,584,970	62.8%	
Roselle Road TIF	80,225	1,305	802,250	59,141	962,700	6.1%	
Higgins/Hassell TIF	288	-	2,875	3,899	3,450	113.0%	
TOTAL OPERATING FUNDS	7,297,902	6,758,661	73,998,865	66,264,642	90,102,970	73.5%	83.3%
2005A G.O. Debt Service	22,207,009	22,207,009	46,633,362	46,633,362	3,904,270	1194.4%	
2008 G.O.D.S. Fund	111,063	250	1,110,625	666,625	1,332,750	50.0%	
2009 G.O.D.S. Fund	226,225	250	2,262,250	710,097	2,714,700	26.2%	
TOTAL DEBT SERV. FUNDS	22,544,297	22,207,509	50,006,237	48,010,084	7,951,720	603.8%	83.3%

**OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2015**

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
Hoffman Blvd Bridge Maintenance	8,667	-	86,667	-	104,000	0.0%	
Traffic Improvement Fund	833	-	8,333	-	10,000	0.0%	
EDA Series 1991 Project	110,083	-	1,100,833	83,602	1,321,000	6.3%	
2015 Capital Project Fund	100,000	-	100,000	23,541	1,200,000	N/A	
Capital Improvements Fund	187,734	51,685	1,877,342	2,008,150	2,252,810	89.1%	
Capital Vehicle & Equipment Fund	50,874	15,657	508,742	511,416	610,490	83.8%	
Capital Replacement Fund	33,040	-	330,400	188,114	396,480	47.4%	
Road Improvement Fund	909,306	943,148	9,093,058	5,065,646	10,911,670	46.4%	
TOTAL CAP. PROJECT FUNDS	1,400,538	1,010,490	13,105,375	7,880,469	16,806,450	46.9%	83.3%
Police Pension Fund	335,508	355,756	3,355,075	3,530,235	4,026,090	87.7%	
Fire Pension Fund	340,333	328,132	3,403,333	3,386,238	4,084,000	82.9%	
TOTAL TRUST FUNDS	675,841	683,888	6,758,408	6,916,473	8,110,090	85.3%	83.3%
TOTAL ALL FUNDS	31,918,577	30,660,548	143,868,886	129,071,667	122,971,230	105.0%	83.3%



Village of Hoffman Estates **Information Systems** Department

2015 OCTOBER MONTHLY REPORT

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SPS/GovQA Monthly Review

SunGard FinancePLUS 5.1/CommunityPLUS 9.1 Upgrades

- Provided documentation of the new features and benefits of the upgrade to be used in the approval process. Upgrade is scheduled to begin early in 2016.

ASP Issues

- There were outages of the ASP service this month. They were due to changes in their network.
- There were F: drive mapping issues again this month. Users were not able to upload documents from their PCs to the CommunityPLUS database.
- Adobe X was installed causing various issues. Some users couldn't print Adobe documents from CommunityPLUS and others could open them.
- We had an issue with the CP bug fix not being installed for an extended period of time, causing the Event Log Viewer to not be available for diagnostic purposes.

GovQA

- Published notification to Village staff of and participated in WebQA Upgrade Release Webinar.
- An upgrade was installed to GovQA which caused multiple issues for our users:
 - Response time on searches were really slow;
 - FOIA SLA rules were not running correctly;
 - Date selection calendars weren't working when adding a new request;
 - The default reply email was changed from our customized one to the GovQA default.
- WebQA Support tackled each of the issues and all were fixed within a day of being reported.
- Monitored GovQA while Deb Schoop was on vacation to insure that all requests were assigned correctly.

Miscellany

- Created new Cognos reports for HR and Code Enforcement.
- Script was developed and provided to SunGard to update the RRL Licenses License Deadline Date.
- Modified the format the Bill List Report at the request of the Finance Department.
- The Front Counter Generic Cash Registers were eliminated in October and we made sure everyone was able to access their individual register. Registers 01 and 02 were disabled.
- Business Tax Returns for several businesses needed correction that required SunGard's help. Worked with support to complete the correction. Helped the accountant to move returns to the correct business and fix credits that were inadvertently created.
- Updates and corrections were made to 65 Locations for owners, zip codes, and PIN corrections.
- In October, opened 55 Track-It tickets for SunGard, GovQA, or general IS Department Helpdesk issues and all but four were closed by month's end.

Technical Support, Hardware & Software Review

Project Activities

Project – Firewall

- Purchased and installed two (2) Fortinet Fortigate 300D midrange firewalls. These “next generations” appliances offer the additional services and protection that we currently get with the Barracuda Web Filter and the Sentinel Intrusion Prevention System.

Project – Battery Back Ups/UPS

- Replaced the UPS located at Station 21, Station 22, Station 23 and all of the water towers. The new UPS’ now give us the ability to monitor when power at those facilities fails.

Project – PayPal

- October was the first full month using PayPal and the largest number of online Utility Bill payments since we went live with eGov in 2010. Of the 1955 payments that were received in October, 357 were paid using PayPal accounts which was not an option through the IL Treasurer E-Pay system.
- Provided additional training to Finance staff and assisted in problem resolution by communicating with PayPal and E-Pay technical support.

Technical Support, Hardware & Software Activities

- Add and remove user accounts from Active Directory, Exchange and the telephone systems as needed.
- Setup, configuration and removal of equipment as needed.
- Applied necessary software updates as needed.
- Provided assistance to Police and Fire personnel with device connectivity issues.
- Opened a total of 176 help desk tickets.
- Closed a total of 175 help desk tickets.
- Self Service Password Resets or Account Unlocks: 5
- Email passwords reset: 1
- SunGard passwords reset: 3
- Voicemail passwords reset: 2
- User accounts unlocked: 2
- Active Directory Password Resets: 8

Miscellany

User Group (Comprised of representatives from IS, VH, Police and Fire).

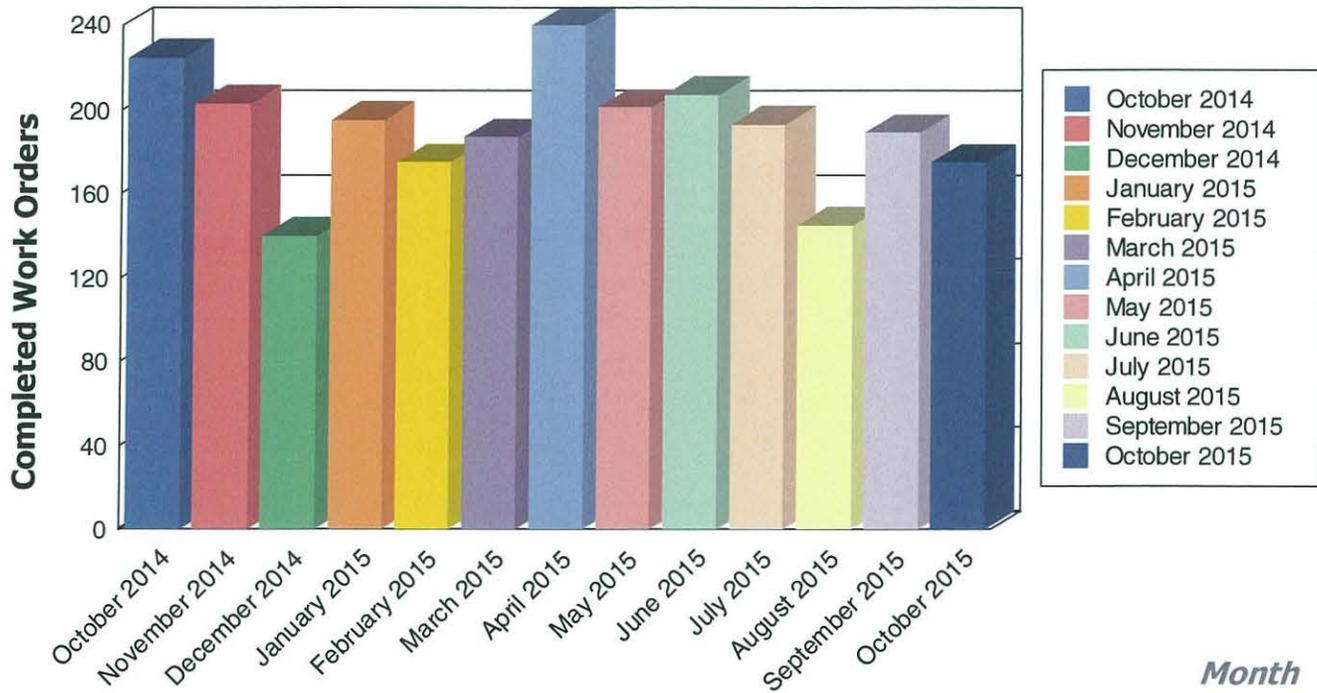
Agenda & notes from 10/27/15 meeting

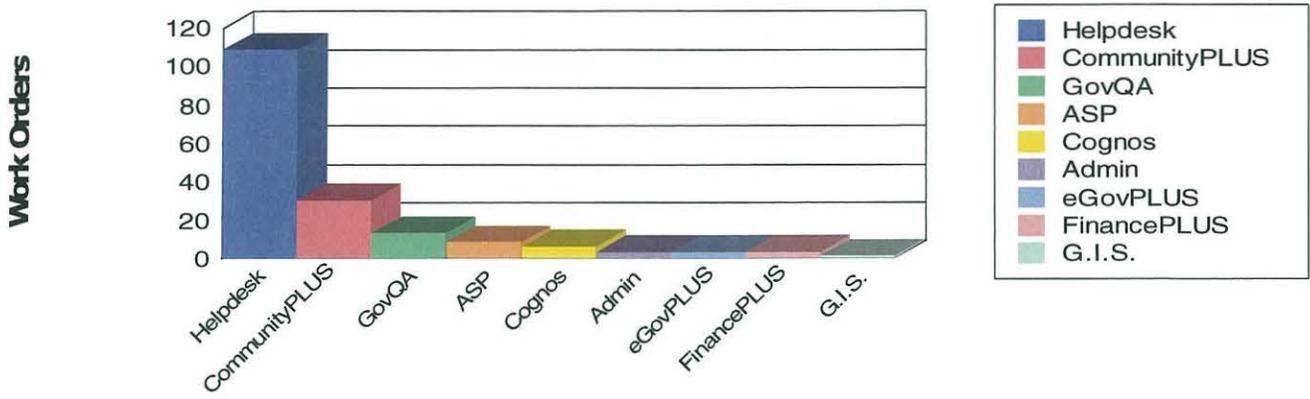
- Automated Server reboots and updates
 - We are hoping to start **automated** server reboots by end of year. Darin requested Sundays between 3-4 a.m. Beth indicated this would also work well for them.
- Storage system RFP
 - RFP is being completed and storage should arrive by year-end. Implementation will begin in early 2016.
- Firewall Upgrade
 - Testing of Firewall Upgrade is being conducted over the next week. Switch over to new Firewall is scheduled for the following week.
- Sierra device updates
 - All PD and Fire Sierra devices will be updated starting 10/27.
- Scanning to folders
 - Scanning to VH copiers will be changed to Department scan folders instead of scanning to Common. Scanning to Department folders will not be restricted. Access to view Department Scan folder will be limited to those employees that have access to the Department folder.
- Track It – self service
 - Karen Karaffa has done some initial testing. A link will be sent to all members of User Group as a pilot. All others will start at beginning of the year. Discussed the ability to add information to Solutions which is similar to FAQ.
- Survey questions
 - We would like to add a few meaningful survey questions and requested feedback.
- Intranet
 - We are currently looking for a product to use and hope to make a decision by yearend. Implementation will be the beginning of next year. Several members requests IS Training materials and that emails for classified and fundraisers be moved to the intranet. Karen will be moving Clerk documents to a folder in Common since the current Intranet Clerk page is not functional.
- Office 2013 – home use
 - We had planned on send a link to members to pilot the installation of home use Office 2013 but it not available at this time. We will provide and update when we have additional information.
- UPS replacements
 - Not discussed. No one from Fire in attendance.
- Feedback rollouts “all”
 - No comments regarding any issues with recent rollouts.
- Open Discussion
 - Ken asked if iPhones would be upgraded to the 6S. There are currently no plans to upgrade all iPhones.
 - Beth mentioned an issue with copier printing set to duplex for herself and Rose. We will follow up with them.
 - Karen asked what phone number should be listed for the ISDEPT on the Hoffman website. The current location of Village Phone List is N:\Apps\Hoffman Estates Phone List. There are Excel and PDF versions.

Total Work Orders by Priority by Month

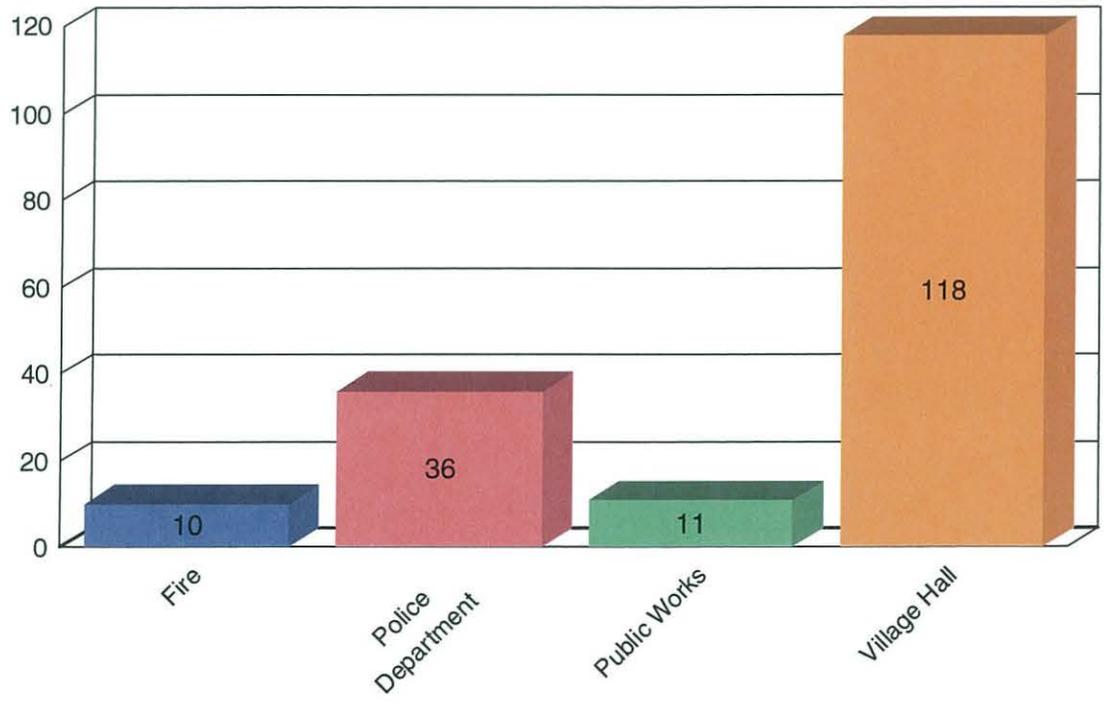
Total Work Orders by Priority by Month

Month	10/2015
1 - Urgent	1
2 - High	38
3 - Medium	14
4 - Normal	104
Project	2
Scheduled Event	6
Vendor intervention required	11
Total for Month	176





Type

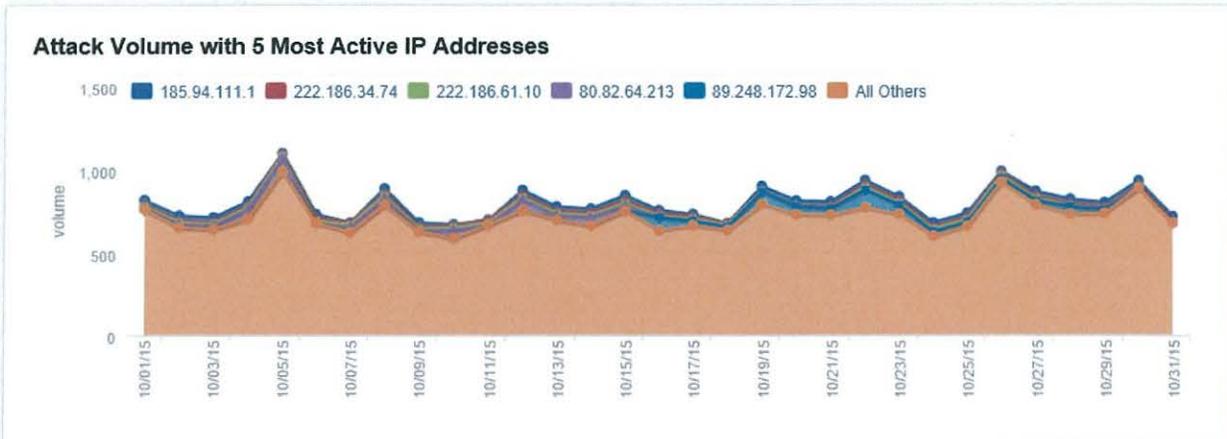


Completed Work Orders by Location

The Village network was attacked 24772 times during the month of 35 by external parties.

Activity Summary Reporting

10/01/2015 10/31/2015 **24772** total attacks from **35** unique attack types

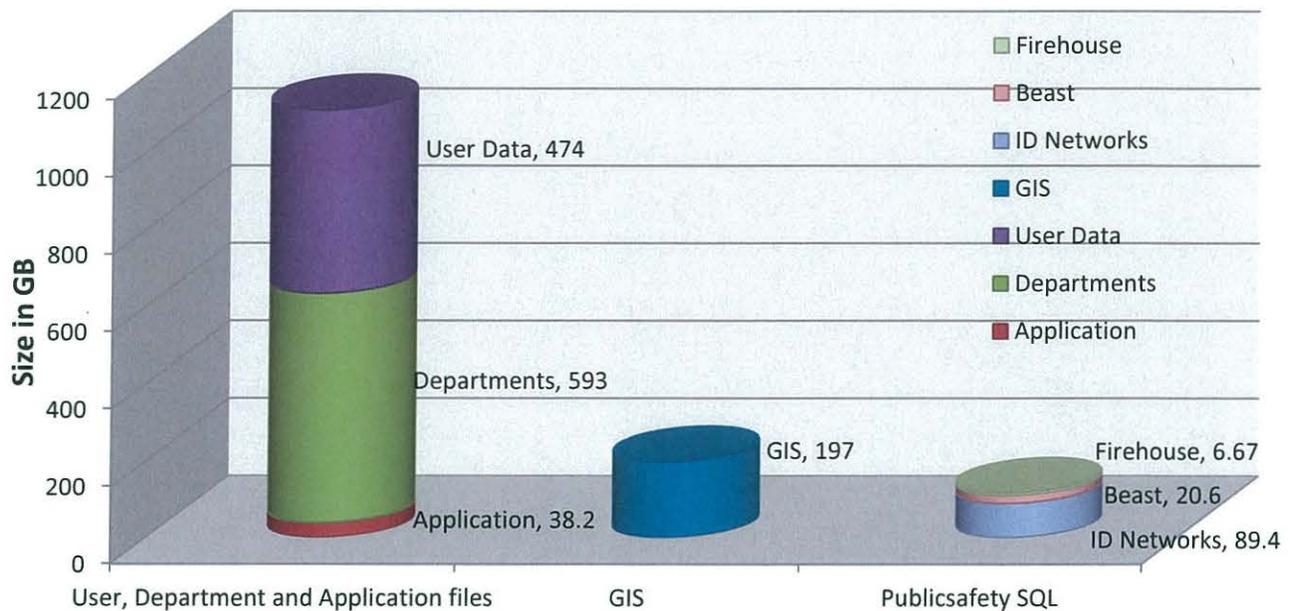


Savings on Printer Repairs

Since the beginning of the year Village of Hoffman Estates is enrolled in DID's Printer Sense program. One of the advantages of the program is included maintenance for our printers. In the month of October we asked for 1 printer repair and the cost associated with this repair totaled \$312.50 including parts and labor.

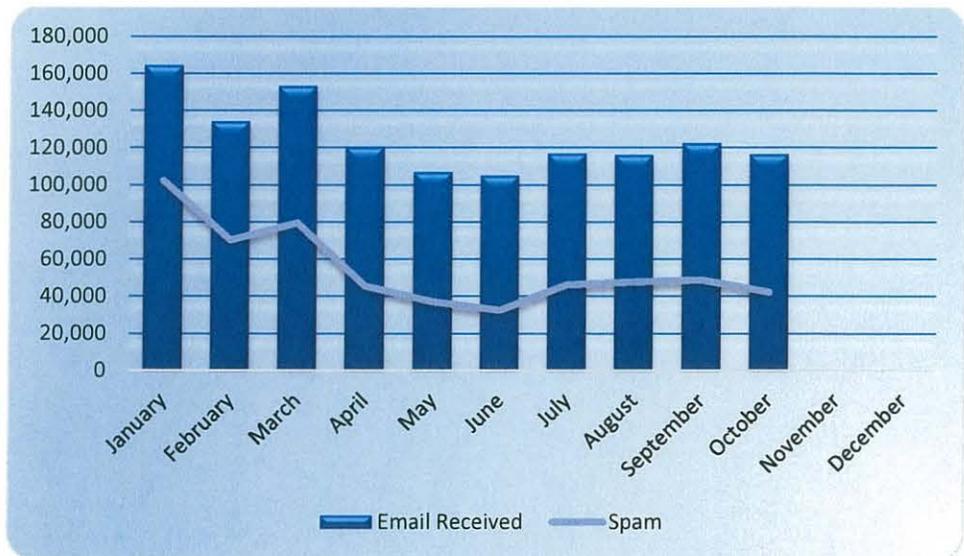
System and Data Functions

Disk Usage



Email Spam Report

Month	Email Received	Spam	Percent Spam
January	164,247	102,431	62%
February	134,141	70,395	52%
March	153,129	79,577	52%
April	120,374	45,671	38%
May	106,740	37,216	35%
June	104,930	32,628	31%
July	116,708	46,245	40%
August	116,043	47,925	41%
September	122,402	48,931	40%
October	116,350	42,411	36%
November			
December			
Total	1,255,064	553,430	44%



Fred Besenoffer, Director of Information Systems

VILLAGE OF HOFFMAN ESTATES

Memo

TO: Finance Committee
FROM: Mark Koplin, Assistant Village Manager-Development Services
RE: **OWNER'S REPRESENTATIVE MONTHLY REPORT - NOVEMBER 2015**
DATE: November 20, 2015

1. Village Board approved the Native Foods license on October 26. Native Foods is using the SCA kitchen.
2. SCA projects presented at the November 10, CIB meeting. Some project costs and timing to be revised prior to budget meeting, based on Chicago Bulls NBADL announcement.
3. Discussions with Levy regarding food and beverage sales, concession staffing, and a potential contract extension. Levy's three year contract expires April 2016, but the contract includes a two year extension at the Village's option.
4. Continued discussions related to the Naming Rights contract that expires in 2016.
5. Tech meeting to be scheduled in early December to follow-up on projects.
6. Chicago Bulls NBADL License Agreement approved at the November 9, Village Board meeting. Participated in meetings and discussions leading up to approval, along with press conference and caravan tour of Hoffman Estates by Bulls.
7. Review of monthly financial reports and staffing/operational costs.
8. Conducted weekly meetings with Ben Gibbs to discuss bookings, holds, and operational items.



Mark Koplin
Assistant Village Manager
Department of Development Services

Attachments

MAK/kr

cc: J. Norris
Ben Gibbs (Global Spectrum)

Sears Centre Arena
General Manager Update
Nov 2015

Event Highlights	Notes
Nov 5 - All Time Low Concert Nov 7 - IRCA Cheer Nov 12 - TNT: Tacos-N-Tchaikovsky Nov 21 - Chicago Mustangs Soccer Nov 27 - Indian Concert Nov 28 - Chicago Mustangs Various: Parking lot rentals	
Finance Department	
General	Arena finished Oct financials. Arena is ahead of budget by \$348,423.
Monthly Financial Statement	Building Event Revenue YTD: \$1,636,436 Building Sponsor/Other Revenue YTD: \$227,529 Building Expenses YTD: \$1,838,727 Building Income YTD: \$25,238 vs. YTD Budget (\$323,185)
Operations Department	
General	Assisted with ComEd repair, prepping for winter snow removal. Proceeding with large HVAC repairs.
Positions to Fill	N/A
Third Party Providers	Working with Yesco to address maintenance issues with scoreboard.
Village Support	Parking lot light pole maintenance and landscape support
Events Department	
General	n/a
Marketing Department	
General	Handling marketing for Circus, Monster Truck, Bull Riding, Sesame Street Live, Beerfest Beatdown
Positions to Fill	Marketing Director to remain open.
Group Sales Department	
General	Group sales will be handled by a third party company.
Box Office Department	
General	N/A
Food & Beverage Department	
General	N/A
Premium Seating Department	
General	Working on renewals for several large sponsor categories including car, beer and bank. Creating premium seating plan to promote suite sales for upcoming Bulls D League season.
Positions to Fill	N/A
Sponsorship Department	
General	Concentrating on unsold categories including insurance, hospitals and liquor
Monthly Financial Statement	Corporate Sales: \$145,875 Suites Sales: \$64,167 Loge Sales: \$29,167 Club Seat Sales: \$6,667
General	
Capital Improvements/Repairs	Received quotes for additional curtain coverage on backwall, repair of concourse concrete, replacement of several exterior doors, concourse concrete staining, carpet replacement and seating retract inspection, etc. Consulting with engineer regarding foundation settling.



Event Announcement

What: *MONSTER TRUCK NATIONALS*

When:

Date	Event Start Time(s)
FRIDAY MARCH 4	DOORS: PIT PARTY 5:30PM-7:15 EVENT START: 7:30PM
SATURDAY MARCH 5	DOORS: PIT PARTY 5:30PM-7:15PM EVENT START: 7:30PM

Where: Sears Centre Arena

Tickets: Ticketed:
CLUB SECTIONS - \$43, LOWER/UPPER LEVEL - \$18

***ALL P2 TICKETS INCREASE \$3 WHEN PURCHASED ON THE DAY
OF THE SHOW
KIDS UNDER AGE 3 ARE FREE***

On Sale: *Friday, November 13, 12:00pm*

Marketing: Website & Marquee

Parking: \$10

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: *Emily Boden*
emily.boden@bonniercorp.com
P: 859-991-2120

Notes: Limited Family 4 Pack Packages available that include 4 tickets, 4 hot dogs, 4 bags of chips and 4 Bottles of water.

Comm: Yes per approval



Event Announcement

What: **SESAME STREET LIVE: MAKE A NEW FRIEND**

When:

Date	Event Start Time(s)	Date	Event Start Time(s)
FRIDAY – APRIL 22	EVENT START: 10:30AM EVENT ENDS: 12:00PM	FRIDAY - APRIL 22	EVENT START: 7:00PM EVENT ENDS: 8:30PM
SATURDAY - APRIL 23	EVENT START: 10:30AM EVENT ENDS: 12:00PM	SATURDAY - APRIL 23	EVENT START: 2:00PM EVENT ENDS: 3:30PM
SATURDAY - APRIL 23	EVENT START 5:30PM EVENT ENDS: 7:00PM		
SUNDAY - APRIL 24	EVENT START 1:00PM EVENT ENDS: 2:30PM	SUNDAY – APRIL 24	EVENT START 4:30PM EVENT ENDS: 6:00PM

Where: Sears Centre Arena

Tickets: Ticketed:
SUNNY SEATS - \$83, FLOOR GOLD CIRCLE - \$41, PL3 - \$31, PL4 - \$21

In Sale: **FRIDAY, NOVEMBER 6 @ 10:00AM**
Presale: Wednesday, October 28 – Thursday November 5.

Marketing: Website & Marquee

Marketing: \$10

Concessions: Concessions

CA Event Mgr: TBD

Event Contact: Rachel Murch-D'Olimpio
Booking Coordinator • VEE Corporation
800 LaSalle Avenue Suite 1750 • Minneapolis, MN 55402
P 612.852.2338 • C 347.546.3347 • F 612.375.9135
rmurch@vee.com

Notes: Standard cameras are allowed, however, video cameras may not be brought into arena and the taking of video is prohibited. The show is 90 minutes long with one 15 minute intermission. Many discount codes during presale and run of special offers.