

**AGENDA
FINANCE COMMITTEE
Village of Hoffman Estates
November 28, 2016**

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 24, 2016**

NEW BUSINESS

- 1. Request approval of an ordinance amending Chapter 7-3-4 (Damage to Village Property) of the Hoffman Estates Municipal Code.
 - 2. Request approval of a Public Sector Energy Efficiency Project Grant to replace the Sears Centre Arena sports lights with LED fixtures.
 - 3. Request authorization to waive formal bidding and renew a one year contract with CallOne for local and long distance telephone service.
 - 4. Request acceptance of Finance Department Monthly Report.
 - 5. Request acceptance of Information System Department Monthly Report.
 - 6. Request acceptance of Sears Centre Monthly Report.
- III. President's Report**
 - IV. Other**
 - V. Items in Review**
 - VI. Adjournment**

I. Roll call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Jim Norris, Village Manager
Dan O'Malley, Deputy Village Manager
Alan Wenderski, Dir. Of Engineering
Jeff Jorian, Fire Chief
Greg Schuldt, Deputy Fire Chief
Ted Bos, Police Chief
Audra Marks, Assistant Director HHS
Joe Nebel, Director of Public Works
Rachel Musiala, Finance Director
Art Janura, Corporation Counsel
Ashley Monroe, Asst. To the Village Manager
Darek Raszka, IS Specialist
Patti Cross, Assistant Corp. Counsel
Ben Gibbs, Sears Centre Arena GM**

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

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Pilafas, to approve the minutes of the Finance Committee meeting of September 26, 2016. Voice vote taken. All ayes. Motion carried.

NEW BUSINESS

- 1. Request authorization to waive formal bidding and award a contract for the purchase of eight (8) ruggedized laptop computers and accessories to CDW – Government for use in Police Department vehicles in an amount not to exceed \$29,216.72.**

An item summary sheet from Fred Besenhoffer and Darek Raszka was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to award a contract for the purchase of eight (8) ruggedized laptop computers and accessories to CDW – Government for use in Police Department vehicles in an amount not to exceed \$29,216.72. Voice vote taken. All ayes. Motion carried.

2. Request authorization to award a contract for stage, sound, lights and backline equipment for the 2017 Northwest Fourth Fest to SCS Productions, Inc. Roselle, IL in an amount not to exceed \$19,750.

An item summary sheet from Ben Gibbs was presented to Committee.

Trustee Stanton inquired if the same sound system would be used as in 2016. He noted it was insufficient to reach specific areas of Village Green. Mr. O'Malley stated the same system would be used.

Mr. Gibbs provided a history of the system and costs related to the sound system.

Discussion was had regarding audio improvements. Mr. O'Malley stated he would talk to SCS Productions about hanging additional speakers to improve sound.

Trustee Stanton and Trustee Mills asked the committee to obtain pricing for the extra sound equipment. Trustee Vandenberg noted the sound from two years ago seemed to have improved.

Mr. O'Malley stated the commission bid out the contract in 2015 for 2016 and is seeking to build one more extension into the contract. This is similar to what was done with the fireworks contract.

Discussion was had about various bids received for other events.

Trustee Gaeta inquired if satellite speakers could be used. Mr. Gibbs said this could be quoted out.

Motion by Trustee Gaeta, seconded by Trustee Mills, to send to board with no recommendation, the award of a contract for stage, sound, lights and backline equipment for the 2017 Northwest Fourth Fest to SCS Productions, Inc. Roselle, IL in an amount not to exceed \$19,750. Voice vote taken. All ayes. Motion carried.

3. Request authorization to award a contract for the 2017 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc. Kingsbury, IN in an amount not to exceed \$35,000.

An item summary sheet from Jackie Green was presented to Committee.

Trustee Vandenberg inquired if the Village had partners to share in the cost of the fireworks. Mr. O'Malley provided information.

Mr. Norris provided background on the sponsorship history and indicated the Village will absorb the full \$35,000 to maintain the quality of the fireworks show. Mr. Norris noted the Village is actively seeking sponsor partnerships for 2017.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to award a contract for the 2017 Northwest Fourth Fest fireworks display to Melrose Pyrotechnics, Inc. Kingsbury, IN in an amount not to exceed \$35,000. 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 Mills 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 the Sears Centre Monthly Report.

The Sears Centre Monthly Report was presented to committee.

Mr. Gibbs commented on Skate America and the operation of the new score board. Mr. Gibbs also thanked Leopardo and the contractors for their expedited work on the Skate America event.

Trustee Vandenberg inquired about the basketball floor and installation/removal. Mr. Gibbs provided background on the process and updated the board on upcoming events.

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

III. President's Report

Mayor McLeod noted the Sears scoreboard is great. Mayor McLeod also stated that he and Mr. Norris attended the chamber board meeting the morning of October 24, 2016.

IV. Other**V. Items in Review****VI. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Stanton, to adjourn the meeting at 7:27 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: Recovery for Cost of Damage to Village Property
MEETING DATE: November 28, 2016
COMMITTEE: Finance Committee
FROM: Rachel Musiala, Director of Finance
 Patricia Cross, Assistant Corporation Counsel

PURPOSE: Request approval of an ordinance amending Chapter 7 (Offenses and Punishment) of the Hoffman Estates Municipal Code, Article 3 (Offenses Against Property), Section 4 (Damage to Village Property) to provide for administrative adjudication for failures to reimburse the Village for the damage caused.

BACKGROUND Currently, Sec. 7-3-4 prohibits any person from causing damage to Village-owned property including, but not limited to, public buildings, sewers, water pipes and hydrants. Historically, the Village has had in place procedures for billing the person causing the damage and more recently the Village has been successful in filing direct claims for reimbursement with that person's liability insurance company, where applicable.

However, particularly where that insurance information is unavailable, there is no procedure in place in the Municipal Code to prosecute these failures to pay either administratively through the Village's Adjudication hearing process or by filing suit in the Circuit Court.

DISCUSSION Since Sec. 7-3-4 was first enacted, the Village has implemented its Administrative Adjudication process (2007) which is being used to recover debts due to the Village and more recently (2012), the Village entered into a Debt Recovery Act agreement with the Comptroller's Office for the purpose of collecting monies owed to the Village where there has been a judgment of liability for that debt.

The change being suggested as part of the new ordinance (attached) adds language that if a bill for damage to Village property is not paid within 45 days after that bill is issued, the Village will have the ability to take the delinquent payor through the Village's local Administrative Adjudication process.

RECOMMENDATION: Request approval of an ordinance amending Chapter 7-3-4 (Damage to Village Property) of the Hoffman Estates Municipal Code.

VILLAGE OF HOFFMAN ESTATES

AN ORDINANCE AMENDING SECTION 7-3-4, DAMAGE TO PUBLIC PROPERTY, OF THE HOFFMAN ESTATES MUNICIPAL CODE

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

Section 1: That Section 7-3-4, DAMAGE TO PUBLIC PROPERTY, of the Hoffman Estates Municipal Code be amended to read as follows:

Section 7-3-4. DAMAGE TO PUBLIC PROPERTY

- A. No person shall cut, injure, mark or deface any public building, sewer, water pipe, hydrant, or other Village-owned property, or any tree, grass, shrub or walk in any public way or public park.
B. In the event that the cost to the Village to repair or replace the damaged public property is not paid to the Village within forty-five (45) days after the bill for such repair or replacement is issued, the Village has the power to prosecute the person responsible to pay for the damage to public property through the Village's Administrative Adjudication Process as provided by Section 7-14 of this Code, as well as the power to sue the person responsible for payment of the damaged public property in a civil action to recover the money due plus a reasonable attorney's fee to be fixed by the court.

Section 2: The Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 3: This Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2016

Table with 5 columns: VOTE, AYE, NAY, ABSENT, ABSTAIN. Rows list trustees: Karen V. Mills, Anna Newell, Gary J. Pilafas, Gary G. Stanton, Michael Gaeta, Gayle Vandenberg, and Mayor William D. McLeod.

APPROVED THIS _____ DAY OF _____, 2016

Village President

ATTEST:

Village Clerk

Published in pamphlet form this _____ day of _____, 2016.

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request approval of a Public Sector Energy Efficiency Project Grant to replace the Sears Centre Arena sports lights with LED fixtures

MEETING DATE: November 28, 2016

COMMITTEE: Finance

FROM: Mark Koplín/Ben Gibbs

REQUEST: Request approval of a Public Sector Energy Efficiency Project Grant to replace the Sears Centre Arena sports lights with LED fixtures.

BACKGROUND: The Public Sector Energy Efficiency Project Grant is administered through the Illinois Department of Commerce and Economic Opportunity. Grants are available for various energy efficiency projects at publicly owned buildings. The Sears Centre was constructed ten years ago with metal halide sports lights which was common at that time. Replacement of the sports lights was included in the 2017 CIP with costs estimated at \$185,000 and anticipated grant funding to cover more than half the cost. In addition, the control system for the lights is also aging and outdated technology.

DISCUSSION: The Village became aware of this grant opportunity through the Metropolitan Mayor's Caucus and Department of Commerce and Economic Opportunity (DCEO). The grant covers a portion of the project's costs depending on the projected energy savings. Replacement of the current sports lights (which would need replacement in a couple years anyway due to technology changes) are projected to reduce energy usage significantly and result in a savings of \$2,000+ per month, depending on usage. Thus, total project costs would be paid back in 7-8 years, and with the grant covering more than 50% of the costs, the Village's payback is just over four years.

Ben Gibbs sought bids to replace the sports lights and received two quotes. Ephesus, which is the market leader in LED sports lights, provided a slightly lower cost proposal. Installation requires about two weeks, but needs to be scheduled around booked arena events. The grant requires completion by May 8, 2017.

FINANCIAL IMPACT: The cost proposal is \$200,000 for a new LED lights. DCEO has approved a grant amount of \$111,168, which leaves \$88,832 to be funded by the Village. It is proposed to use the Village's General Fund to provide the matching funds required.

Annual operating costs are projected to be reduced by \$25,000 annually, possibly more dependent of usage, which will result in a project "payback" from the Village's portion of the investment in a little over four years.

RECOMMENDATION Recommend approval of a Public Sector Energy Efficiency Project Grant of \$111,168 to replace the sports lights at the Sears Centre Arena with LED fixtures, with \$88,832 of matching funds from the General Fund.

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: 11/28/2016

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 2016.

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, 2016 through March 31, 2017. 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 2016/2017 rates remain virtually unchanged over the rates from 2015/2016.

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



SAVINGS ANALYSIS

	Current Rates			Analog - Term in Months: 12		
	Rate	Qty	Charge	Rate	Qty	Charge
Monthly Service Charges - Analog Services						
Business Lines	\$23.00	81.0	\$1,863.00	\$23.00	81.0	\$1,863.00
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	81.0	\$562.95	\$6.95	81.0	\$562.95
Presubscription Per Line Charge	\$1.50	81.0	\$121.50	\$1.50	81.0	\$121.50
Low Baud Circuit - FDDC.367184	\$881.92	1.0	\$881.92	\$881.92	1.0	\$881.92
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	\$16.94	1.0	\$16.94	\$16.94	1.0	\$16.94
Call Waiting	\$16.94	4.0	\$67.76	\$16.94	4.0	\$67.76
Caller ID	\$4.00	3.0	\$12.00	\$4.00	3.0	\$12.00
Direct Connect	\$17.50	3.0	\$52.50	\$17.50	3.0	\$52.50
Non- Published Listings	\$2.98	15.0	\$44.63	\$2.98	15.0	\$44.63
Privacy Manager	\$33.88	1.0	\$33.88	\$33.88	1.0	\$33.88
Semi-Private Directory Listing	\$2.45	1.0	\$2.45	\$2.45	1.0	\$2.45
Total Local Service Charges - Analog			\$3,698.86			\$3,698.86
Local Usage - Analog						
Band A (0-8 miles)	\$0.015	210.0	\$3.15	\$0.015	210.0	\$3.15
Band B (8-15 miles)	\$0.032	98.0	\$3.14	\$0.032	98.0	\$3.14
Band C/Local Toll (over 15 Miles)	\$0.018	161.0	\$2.90	\$0.018	161.0	\$2.90
Total Local Usage Charges - Analog			\$9.19			\$9.18
Long Distance - Analog						
Intrastate	\$0.019	2.7	\$0.05	\$0.020	2.7	\$0.05
Interstate	\$0.020	32.5	\$0.65	\$0.020	32.5	\$0.65
Intralata	\$0.018	9.0	\$0.16	\$0.018	9.0	\$0.16
Total Long Distance Charges			\$0.86			\$0.87
ESTIMATED MONTHLY CHARGES - ANALOG			\$3,708.91			\$3,708.91
Alternate Vendor Circuits						
Monthly Service Charges - Contracted Circuits						
*PRI - DHDU.288273 Exp. April 2018	\$375.00	1.0	\$375.00	\$375.00	1.0	\$375.00
*PRI - DHDU.288272 Exp. April 2018	\$375.00	1.0	\$375.00	\$375.00	1.0	\$375.00
*PRI - DHDU.288275 Exp. April 2018	\$375.00	1.0	\$375.00	\$375.00	1.0	\$375.00
DID's	\$0.20	614.0	\$122.80	\$0.20	614.0	\$122.80
ISDN PRI EUCL	\$31.40	3.0	\$94.20	\$31.40	3.0	\$94.20
ISDN PRI Caller ID with Name Display	\$85.00	0.0	\$0.00	\$85.00	3.0	Included
FailSafe	\$80.00	0.0	\$0.00	\$80.00	3.0	Included
Additional Listings - Alt Vendor PRI	\$6.30	2.0	\$12.60	\$6.30	2.0	\$12.60
Total Local Service Charges - Contracted Circuits			\$1,354.60			\$1,354.60
Local Usage - Contracted Circuits						
Band A, Band B and Band C - Inclusive Minutes	\$0.000	18,101.0	Included	\$0.015	18,101.0	Included
Total Local Usage Charges			\$0.00			\$0.00
Long Distance						
Intrastate	\$0.020	268.0	\$5.36	\$0.020	268.0	\$5.36
Interstate	\$0.020	1,874.4	\$37.49	\$0.020	1,874.4	\$37.49
Intralata	\$0.017	1.2	\$0.02	\$0.018	1.2	\$0.02
Total Long Distance charges			\$42.87			\$42.87
ESTIMATED MONTHLY CHARGES - CONTRACTED CIRCUITS			\$1,397.47			\$1,397.47
Sublocation Fees	\$3.00	19.0	\$57.00	\$3.00	19.0	\$57.00
ESTIMATED TOTAL MONTHLY CHARGES			\$5,163.38			\$5,163.38
ESTIMATED TOTAL MONTHLY SAVINGS						\$0.00
ESTIMATED TOTAL % OF SAVINGS						0%
ESTIMATED TOTAL ANNUAL SAVINGS						-\$0.01

*Alt Vendor ISDN PRI includes 20,000 local minutes, Failsafe routing and Caller ID w/ Name display.

SCHEDULE OF RATES, SERVICES AND TERMS

Village of Hoffman Estates

1900 Hassell Rd
Hoffman Estates, IL 60169

Analog Services:

Business Lines (Per Line)	\$ 23.00 per month
Remote Call Forward Line (Per Line) Max 5	\$ 5.50 per month
Federal Access Charge	\$ 9.20 per line/month
EUCL	\$ 6.95 per line/month

Local Usage Rates

Band A	\$0.015 per minute
Band B	\$0.032 per minute
Band C	\$0.020 per minute
Intralata	\$0.020 per minute
Toll Free Usage	\$0.022 per minute

Long Distance

Outbound Interstate/Intrastate LD	\$0.020 per minute
PICC Charges	Waived

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





HOFFMAN ESTATES

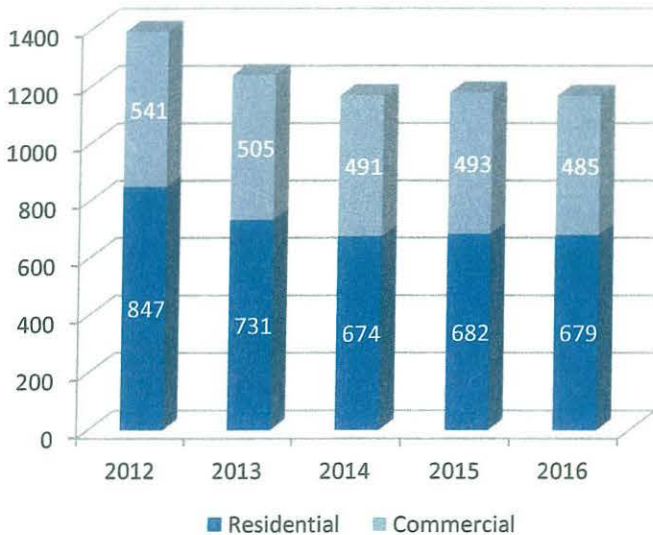
GROWING TO GREATNESS

DEPARTMENT OF FINANCE MONTHLY REPORT OCTOBER 2016

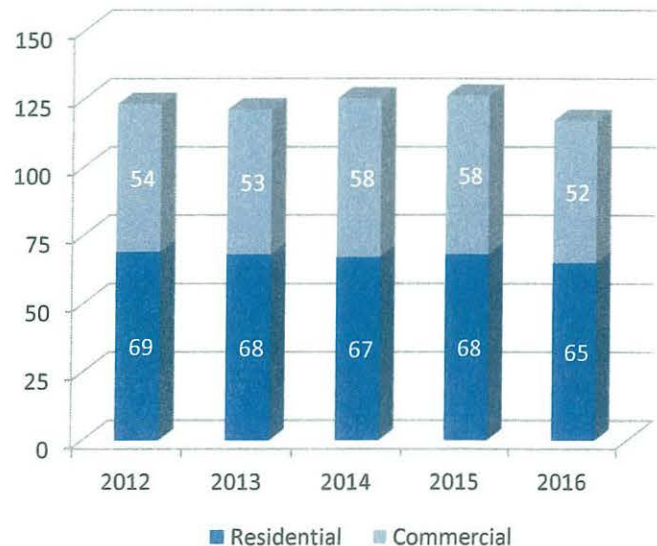
Water Billing

A total of 14,621 residential water bills were mailed on October 1st for August's water consumption. Average consumption was 4,474 gallons, resulting in an average residential water bill of \$52.75. Total consumption for all customers was 117 million gallons, with 65 million gallons attributable to residential consumption. When compared to the October 2015 billing, residential consumption decreased by 4.4%.

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

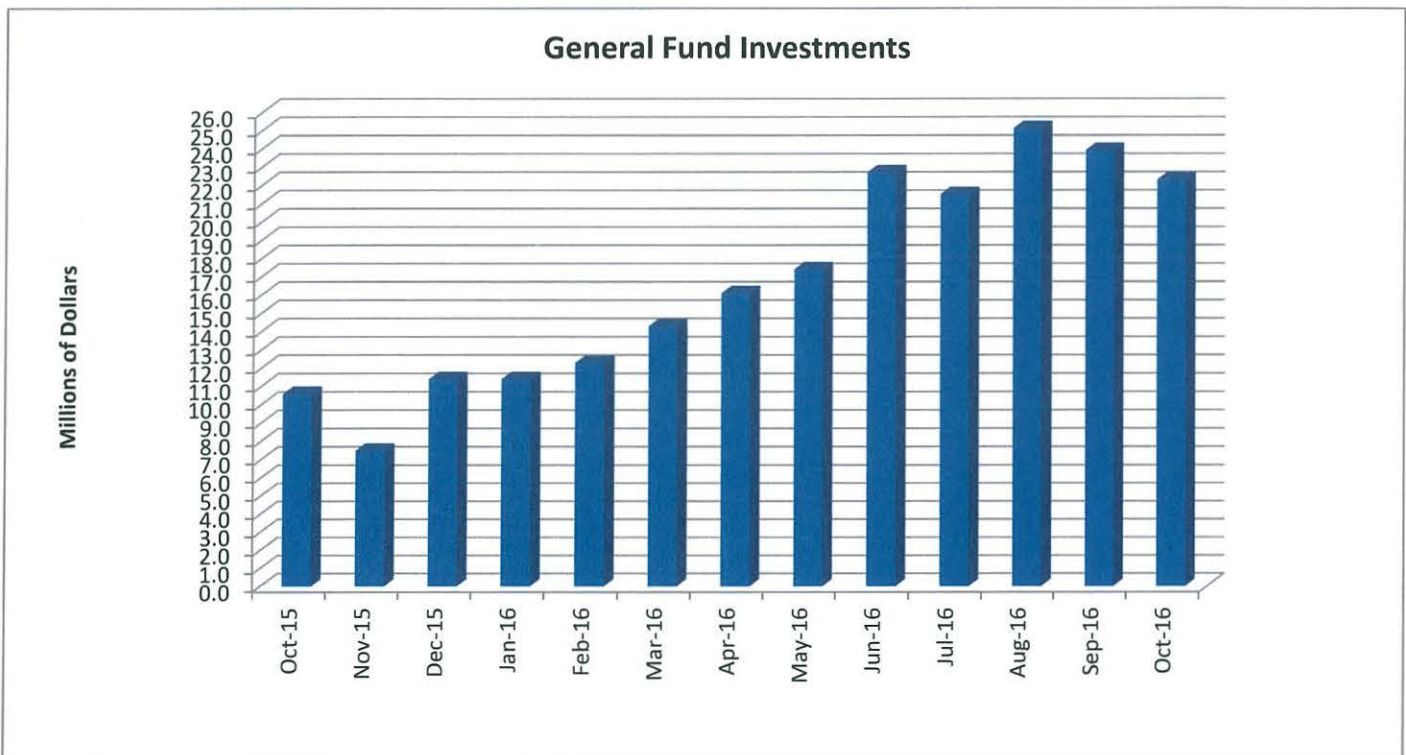
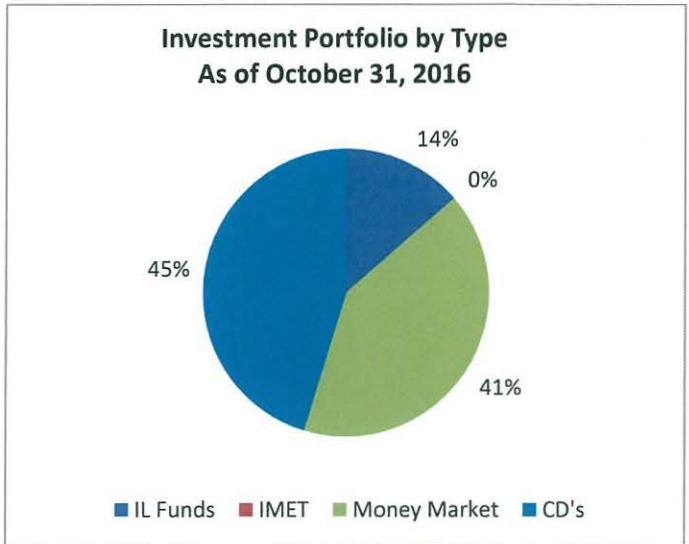
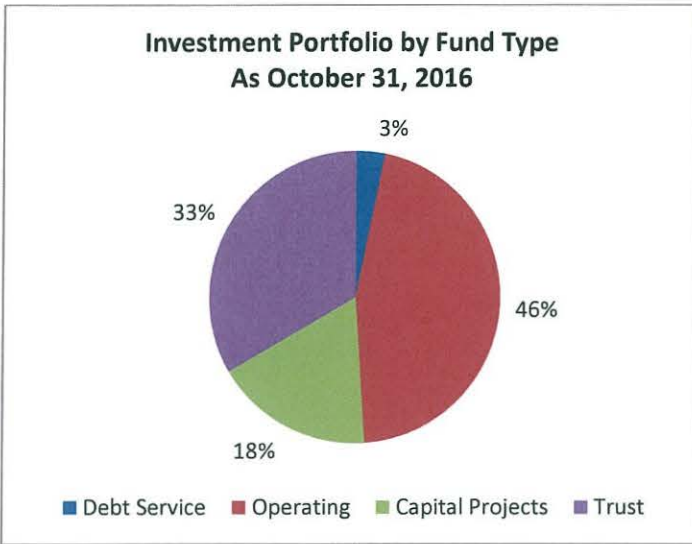


**Total Water Consumption
Month of October**



Village Investments

As of October 31, 2016, the Village's investment portfolio (not including pension trust funds) totaled \$56.6 million. Of this amount, \$25.9 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$30.7 million is related to debt service, capital projects and trust funds.



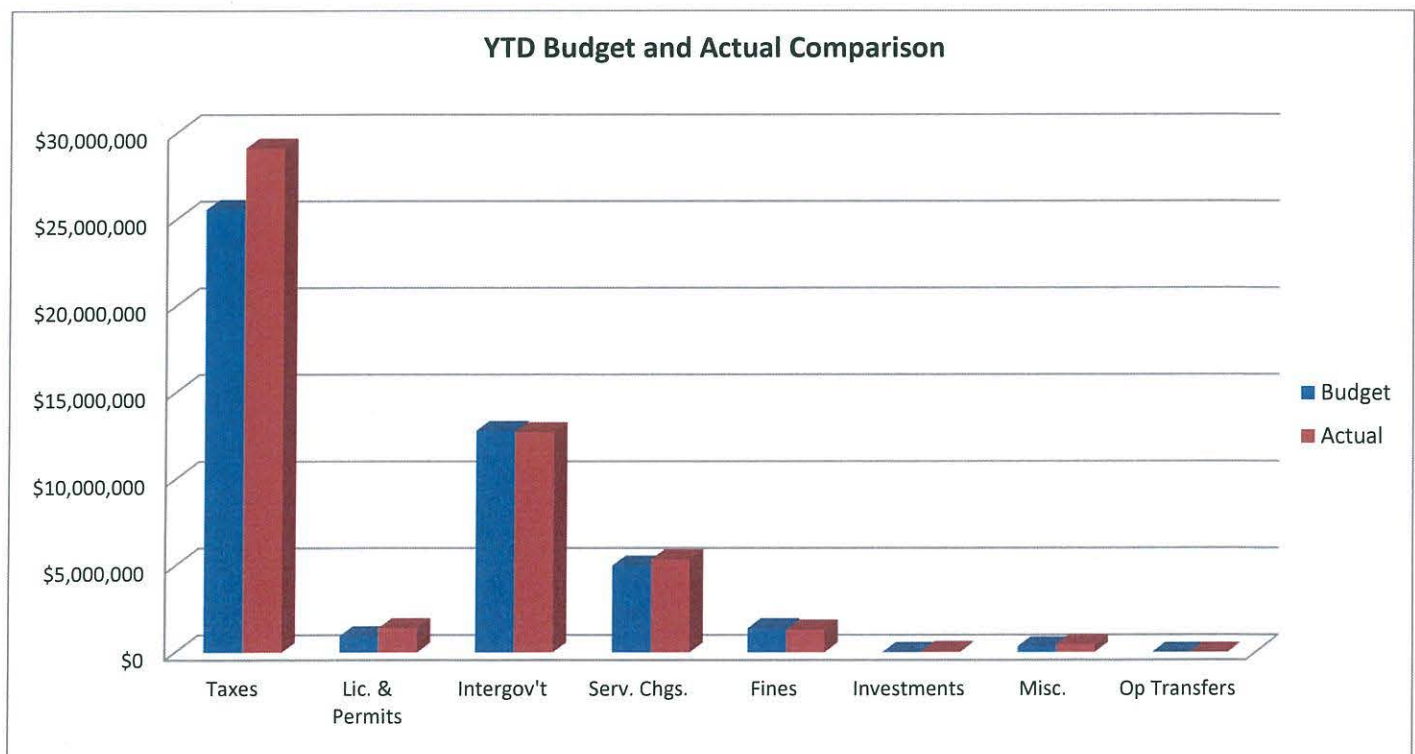
Operating Funds

General Fund

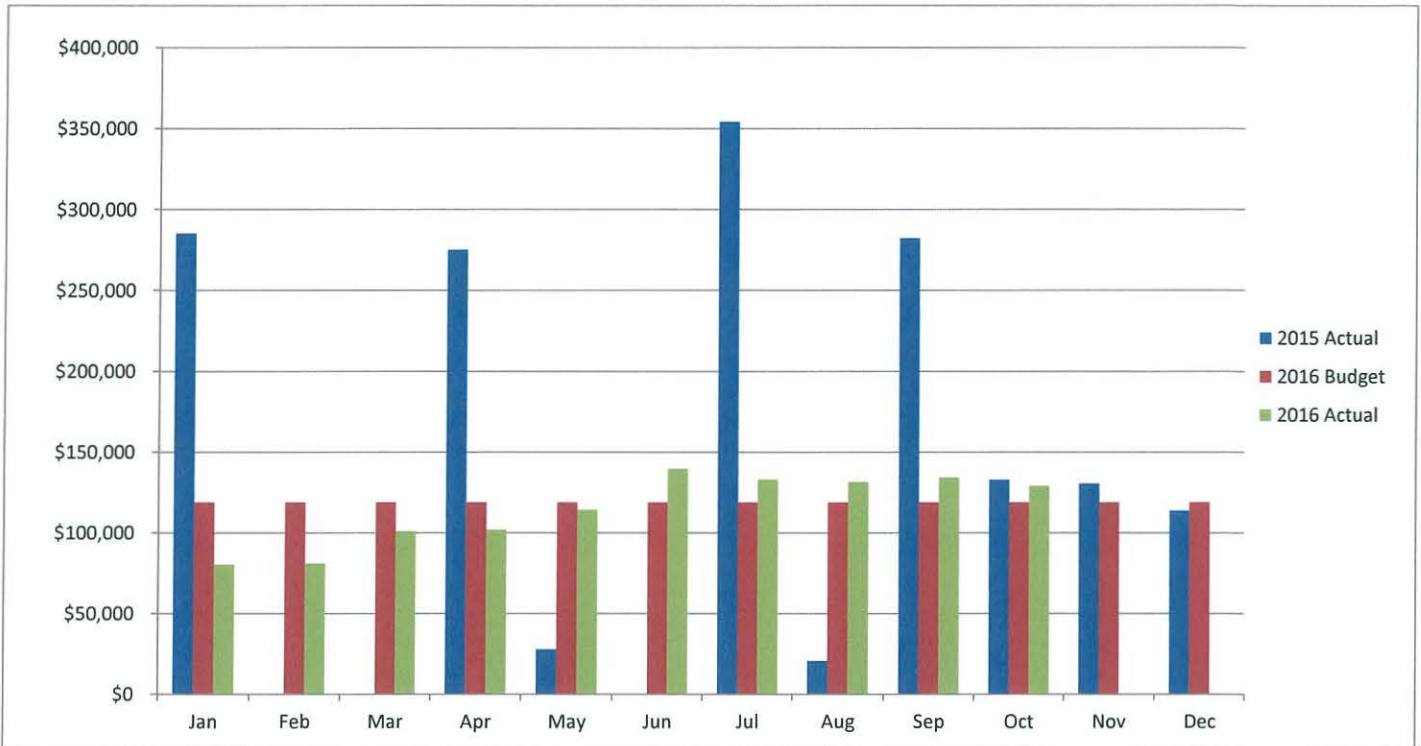
For the month of October, General Fund revenues totaled \$2,090,541 and expenditures totaled \$3,426,625 resulting in a deficit of \$1,336,084.

Revenues: October year-to-date figures are detailed in the table below. Taxes are over budget due to the second installment of property taxes being received in August. Licenses and permits are over budget because a majority of the Village's licensing activity took place in April and May. Building permits are doing well due to the development occurring within the Village. Because of the increased permit activity, charges for services is also over budget due to additional engineering fees received. Investment income is over budget due to increased investment activity and higher interest rates being realized. Most miscellaneous revenues are not received on a monthly basis. However, there has been an increase in the payments received for tollway ambulance services and proceeds from the Village auction. Operating transfers do not occur until the underlying expense is realized.

REVENUES	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 25,531,958	\$ 29,053,748	13.8%
Licenses & Permits	950,833	1,406,647	47.9%
Intergovernmental	12,756,567	12,683,687	-0.6%
Charges for Services	4,998,351	5,361,984	7.3%
Fines & Forfeits	1,394,167	1,300,448	-6.7%
Investments	25,000	68,329	173.3%
Miscellaneous	334,300	458,169	37.1%
Operating Transfers	-	-	0.0%
TOTAL	\$ 45,991,176	\$ 50,333,014	9.4%

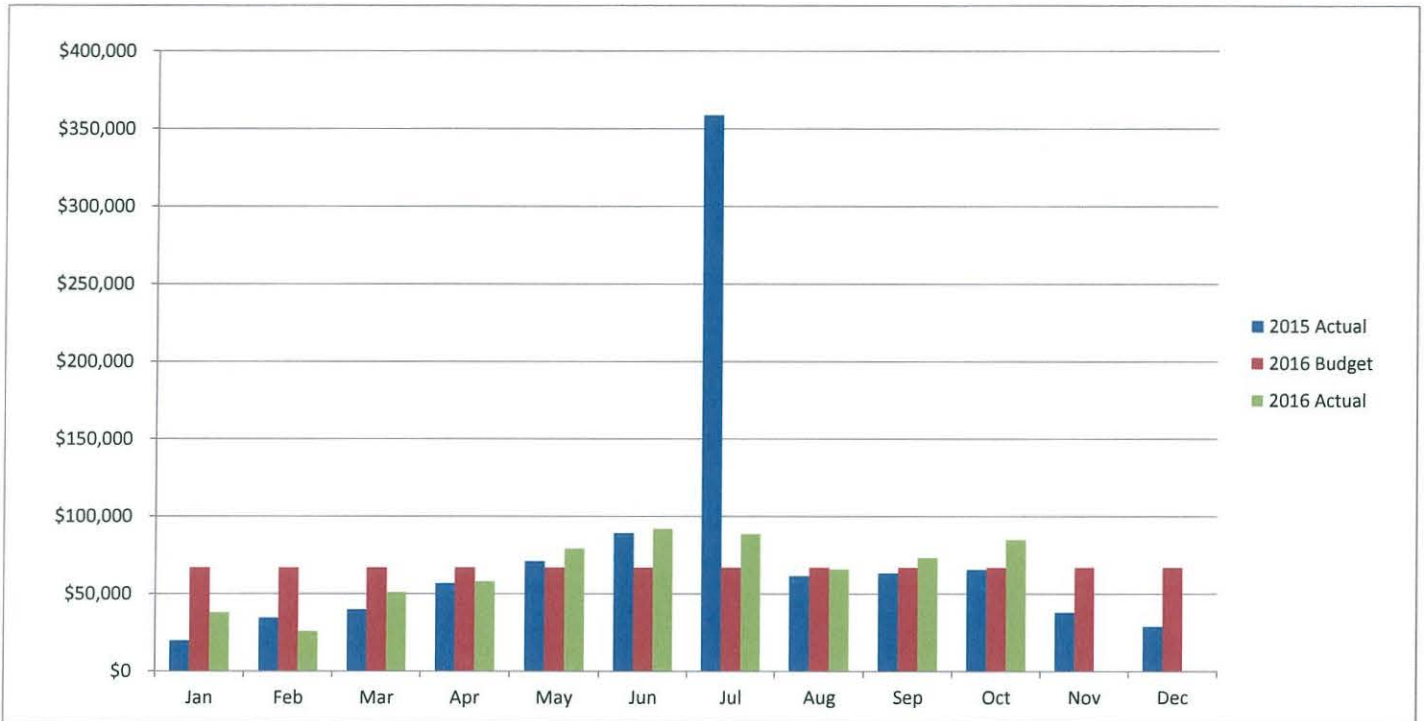


Hotel Tax



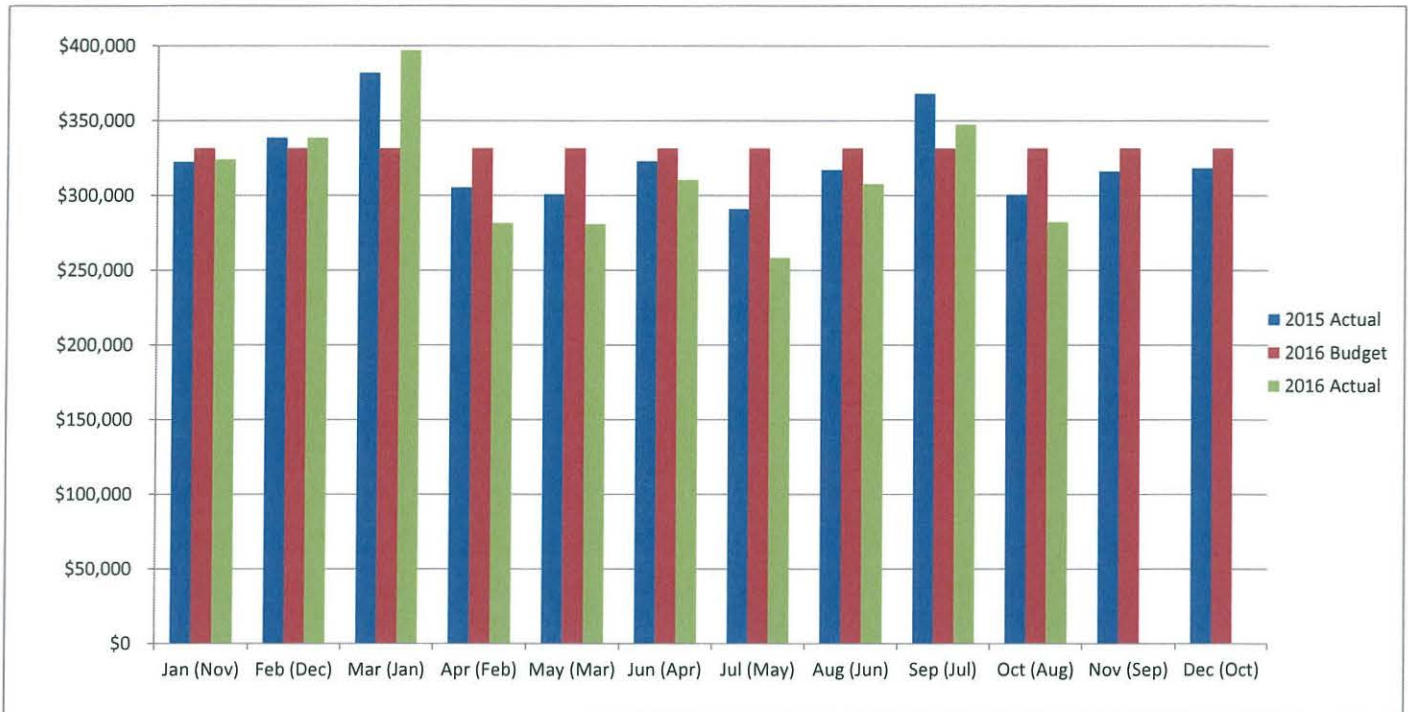
<u>Month Received</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan	\$ 285,231	\$ 118,750	\$ 80,232	\$ (38,518)
Feb	-	118,750	80,763	\$ (76,505)
Mar	-	118,750	100,812	\$ (94,443)
Apr	275,235	118,750	101,748	\$ (111,445)
May	27,837	118,750	114,092	\$ (116,103)
Jun	-	118,750	139,424	\$ (95,429)
Jul	354,252	118,750	132,709	\$ (81,470)
Aug	20,579	118,750	131,370	\$ (68,850)
Sep	282,325	118,750	134,103	\$ (53,497)
Oct	132,948	118,750	129,073	\$ (43,174)
Nov	130,508	118,750		
Dec	113,697	118,750		
YTD Totals	\$ 1,622,611	\$ 1,425,000	\$ 1,144,326	

Real Estate Transfer Tax



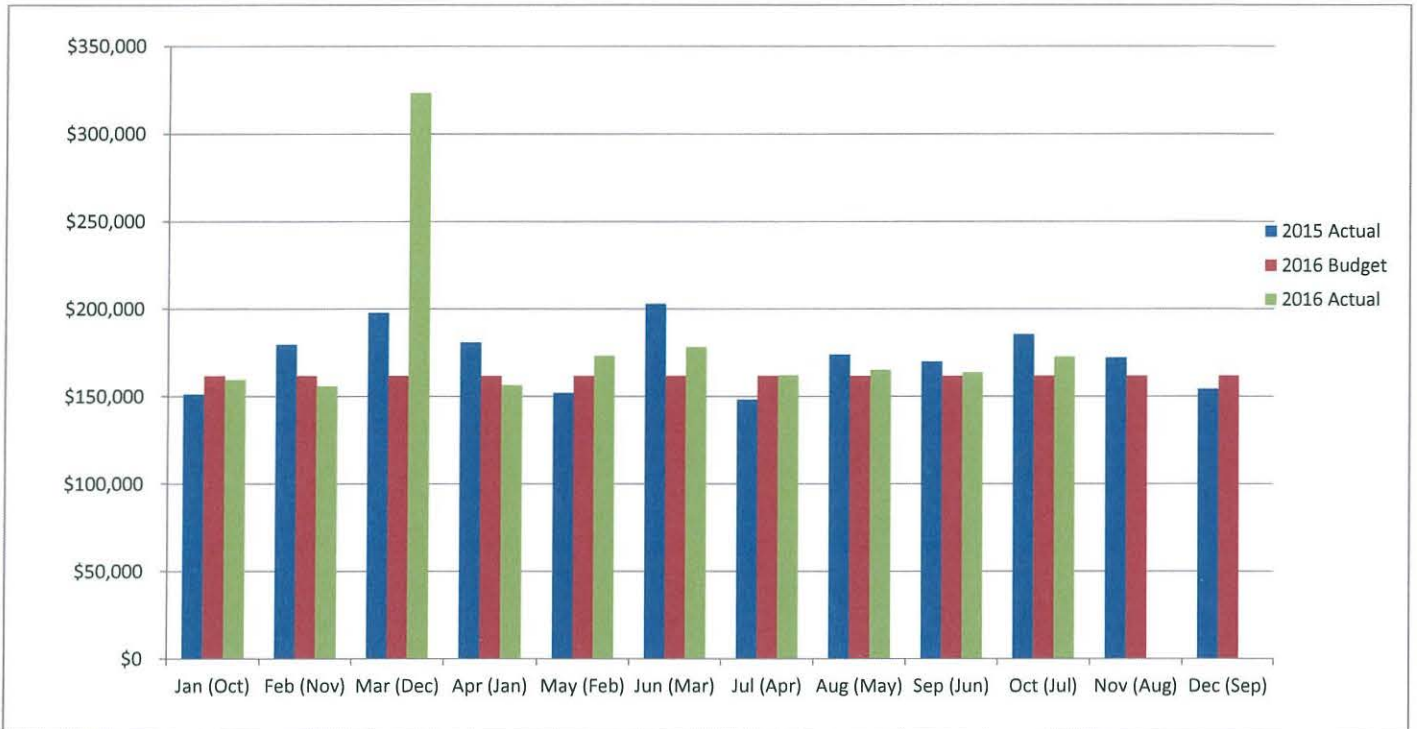
<u>Month Received</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan	\$ 19,551	\$ 66,667	\$ 37,674	\$ (28,993)
Feb	34,172	66,667	25,556	\$ (70,103)
Mar	39,643	66,667	50,695	\$ (86,075)
Apr	56,623	66,667	57,748	\$ (94,994)
May	70,889	66,667	78,831	\$ (82,829)
Jun	89,044	66,667	91,689	\$ (57,807)
Jul	358,525	66,667	88,395	\$ (36,079)
Aug	61,377	66,667	65,713	\$ (37,032)
Sep	63,270	66,667	73,215	\$ (30,484)
Oct	65,550	66,667	84,706	\$ (12,445)
Nov	37,796	66,667		
Dec	28,666	66,667		
YTD Totals	\$ 925,106	\$ 800,000	\$ 654,222	

Home Rule Sales Tax



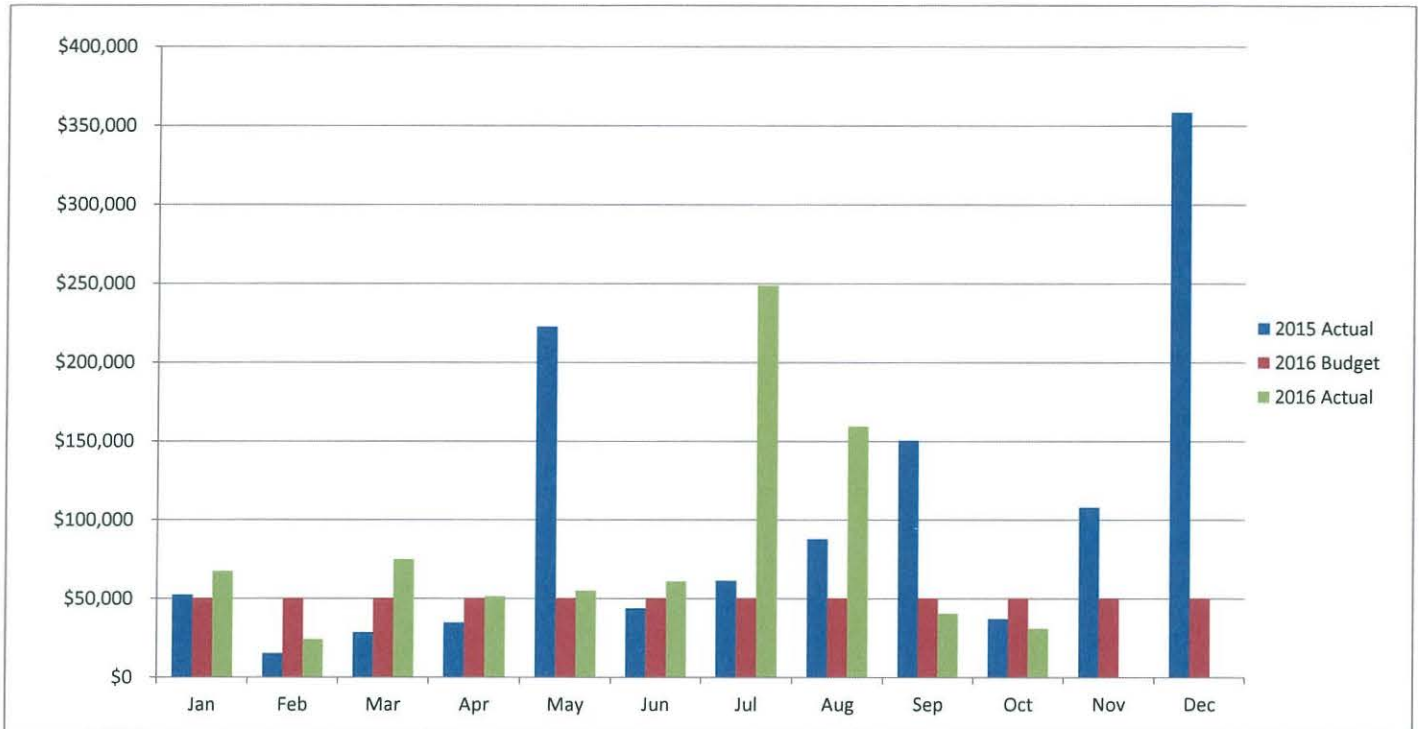
Month Received (Liability Period)	2015 Actual	2016 Budget	2016 Actual	Cumulative Variance 2016 Actual vs. Budget
Jan (Nov)	\$ 322,359	\$ 331,500	\$ 323,979	\$ (7,521)
Feb (Dec)	338,435	331,500	338,398	\$ (623)
Mar (Jan)	381,857	331,500	396,849	\$ 64,726
Apr (Feb)	305,139	331,500	281,321	\$ 14,547
May (Mar)	300,617	331,500	280,742	\$ (36,211)
Jun (Apr)	322,770	331,500	310,457	\$ (57,254)
Jul (May)	290,790	331,500	258,142	\$ (130,612)
Aug (Jun)	317,104	331,500	307,548	\$ (154,564)
Sep (Jul)	367,835	331,500	347,224	\$ (138,840)
Oct (Aug)	300,462	331,500	281,986	\$ (188,354)
Nov (Sep)	315,938	331,500		
Dec (Oct)	318,073	331,500		
YTD Totals	\$ 3,881,378	\$ 3,978,000	\$ 3,126,646	

Telecommunications Tax



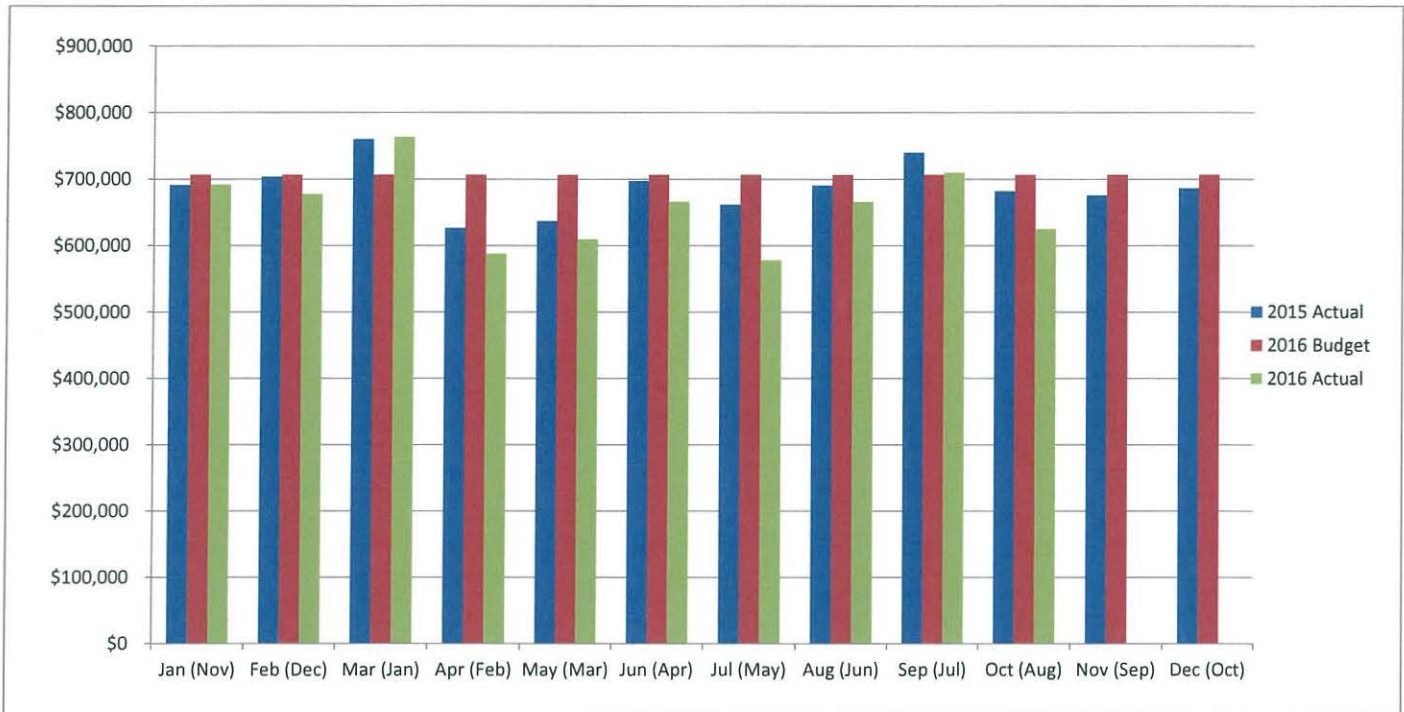
<u>Month Received (Liability Period)</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan (Oct)	\$ 151,174	\$ 161,667	\$ 159,475	\$ (2,192)
Feb (Nov)	179,510	161,667	155,787	\$ (8,071)
Mar (Dec)	197,794	161,667	323,176	\$ 153,438
Apr (Jan)	180,871	161,667	156,336	\$ 148,107
May (Feb)	151,902	161,667	173,101	\$ 159,542
Jun (Mar)	202,762	161,667	178,092	\$ 175,967
Jul (Apr)	148,153	161,667	161,911	\$ 176,211
Aug (May)	173,922	161,667	165,011	\$ 179,556
Sep (Jun)	169,902	161,667	163,710	\$ 181,599
Oct (Jul)	185,463	161,667	172,526	\$ 192,458
Nov (Aug)	171,987	161,667		
Dec (Sep)	154,067	161,667		
YTD Totals	<u>\$ 2,067,506</u>	<u>\$ 1,940,000</u>	<u>\$ 1,809,125</u>	

Building Permits



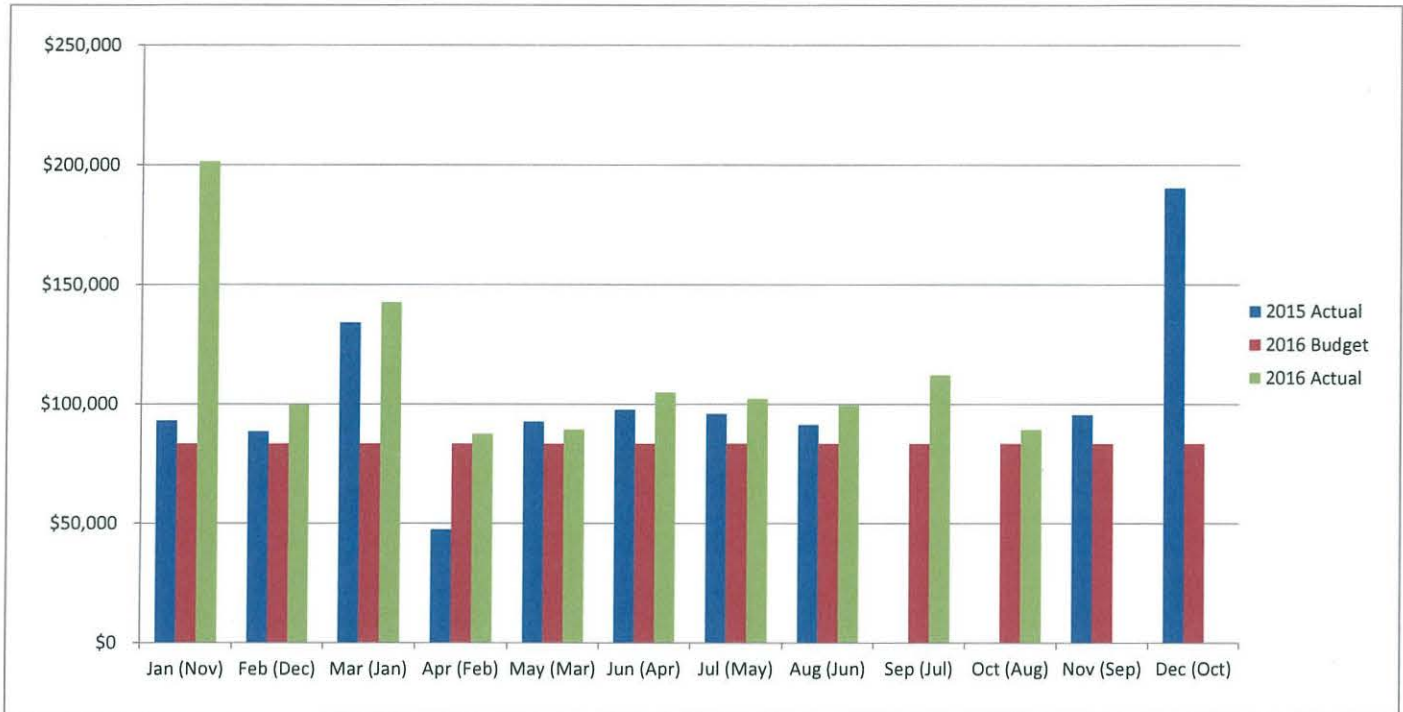
<u>Month Received</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan	\$ 52,379	\$ 50,000	\$ 67,462	\$ 17,462
Feb	15,057	50,000	24,022	\$ (8,516)
Mar	28,634	50,000	74,953	\$ 16,437
Apr	34,707	50,000	51,338	\$ 17,775
May	222,499	50,000	54,967	\$ 22,742
Jun	43,889	50,000	60,943	\$ 33,685
Jul	61,332	50,000	248,608	\$ 232,293
Aug	87,653	50,000	159,312	\$ 341,605
Sep	150,295	50,000	40,480	\$ 332,085
Oct	37,126	50,000	31,035	\$ 313,120
Nov	107,773	50,000		
Dec	358,351	50,000		
YTD Totals	<u>\$ 1,199,696</u>	<u>\$ 600,000</u>	<u>\$ 813,120</u>	

State Sales Tax



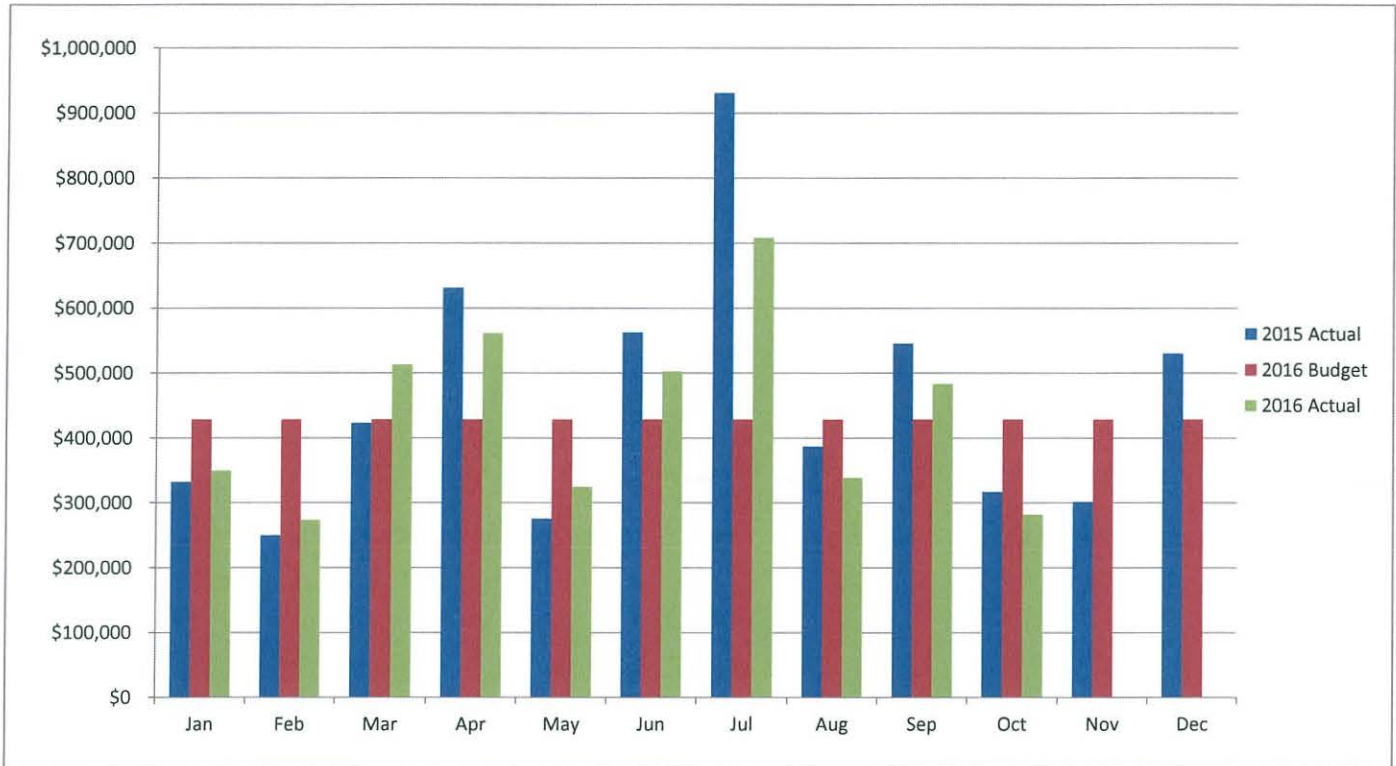
Month Received (Liability Period)	2015 Actual	2016 Budget	2016 Actual	Cumulative Variance 2016 Actual vs. Budget
Jan (Nov)	\$ 690,471	\$ 705,833	\$ 691,093	\$ (14,740)
Feb (Dec)	703,305	705,833	677,101	\$ (43,473)
Mar (Jan)	759,870	705,833	762,823	\$ 13,517
Apr (Feb)	625,945	705,833	587,241	\$ (105,075)
May (Mar)	636,692	705,833	609,066	\$ (201,843)
Jun (Apr)	696,765	705,833	665,338	\$ (242,338)
Jul (May)	660,897	705,833	577,603	\$ (370,568)
Aug (Jun)	689,914	705,833	665,403	\$ (410,999)
Sep (Jul)	739,532	705,833	709,575	\$ (407,257)
Oct (Aug)	681,218	705,833	624,390	\$ (488,700)
Nov (Sep)	675,132	705,833		
Dec (Oct)	685,641	705,833		
YTD Totals	\$ 8,245,379	\$ 8,470,000	\$ 6,569,633	

Local Use Tax



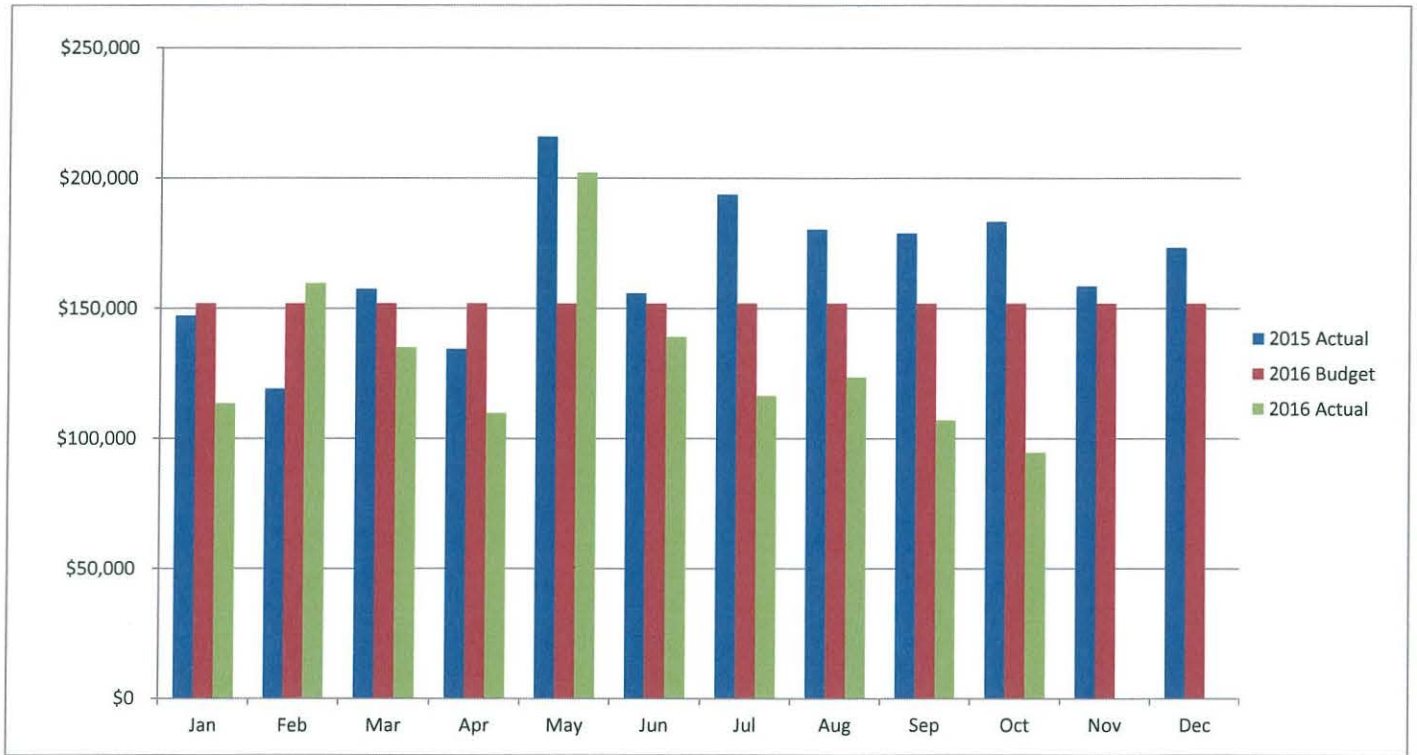
<u>Month Received (Liability Period)</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan (Nov)	\$ 93,103	\$ 83,333	\$ 201,408	\$ 118,075
Feb (Dec)	88,514	83,333	99,592	\$ 134,333
Mar (Jan)	134,166	83,333	142,417	\$ 193,417
Apr (Feb)	47,468	83,333	87,500	\$ 197,584
May (Mar)	92,649	83,333	89,193	\$ 203,443
Jun (Apr)	97,684	83,333	104,808	\$ 224,918
Jul (May)	95,885	83,333	102,085	\$ 243,670
Aug (Jun)	91,333	83,333	99,336	\$ 259,672
Sep (Jul)	-	83,333	112,036	\$ 288,375
Oct (Aug)	-	83,333	89,165	\$ 294,207
Nov (Sep)	95,513	83,333		
Dec (Oct)	190,295	83,333		
YTD Totals	\$ 1,026,607	\$ 1,000,000	\$ 1,127,540	

Income Tax



2014-2015			2015-2016				Cumulative Variance 2016 Actual vs. Budget
Month			Month				
<u>Received</u>	<u>Liab Pd</u>	<u>2015 Actual</u>	<u>Received</u>	<u>2016 Budget</u>	<u>Liab Pd</u>	<u>2016 Actual</u>	
Jan	Oct-14	\$ 331,813	Jan	\$ 428,133	Oct-15	\$ 349,128	\$ (79,005)
Feb	Nov-14	249,502	Feb	428,133	Nov-15	273,041	\$ (234,097)
Mar	Dec-14	422,739	Mar	428,133	Dec-15	512,305	\$ (149,925)
Apr	Jan-15	630,730	Apr	428,133	Jan-16	560,622	\$ (17,436)
May	Feb-15	275,154	May	428,133	Feb-16	324,562	\$ (121,008)
Jun	Mar-15	562,284	Jun	428,133	Mar-16	502,201	\$ (46,940)
Jul	Apr-15	930,248	Jul	428,133	Apr-16	707,845	\$ 232,771
Aug	May-15	386,317	Aug	428,133	May-16	338,352	\$ 142,990
Sep	Jun-15	545,070	Sep	428,133	Jun-16	482,885	\$ 197,741
Oct	Jul-15	316,314	Oct	428,133	Jul-16	281,203	\$ 50,811
Nov	Aug-15	301,271	Nov	428,133	Aug-16		
Dec	Sep-15	529,497	Dec	428,133	Sep-16		
YTD Totals		<u>\$ 5,480,938</u>		<u>\$ 5,137,600</u>		<u>\$ 4,332,144</u>	

Fines

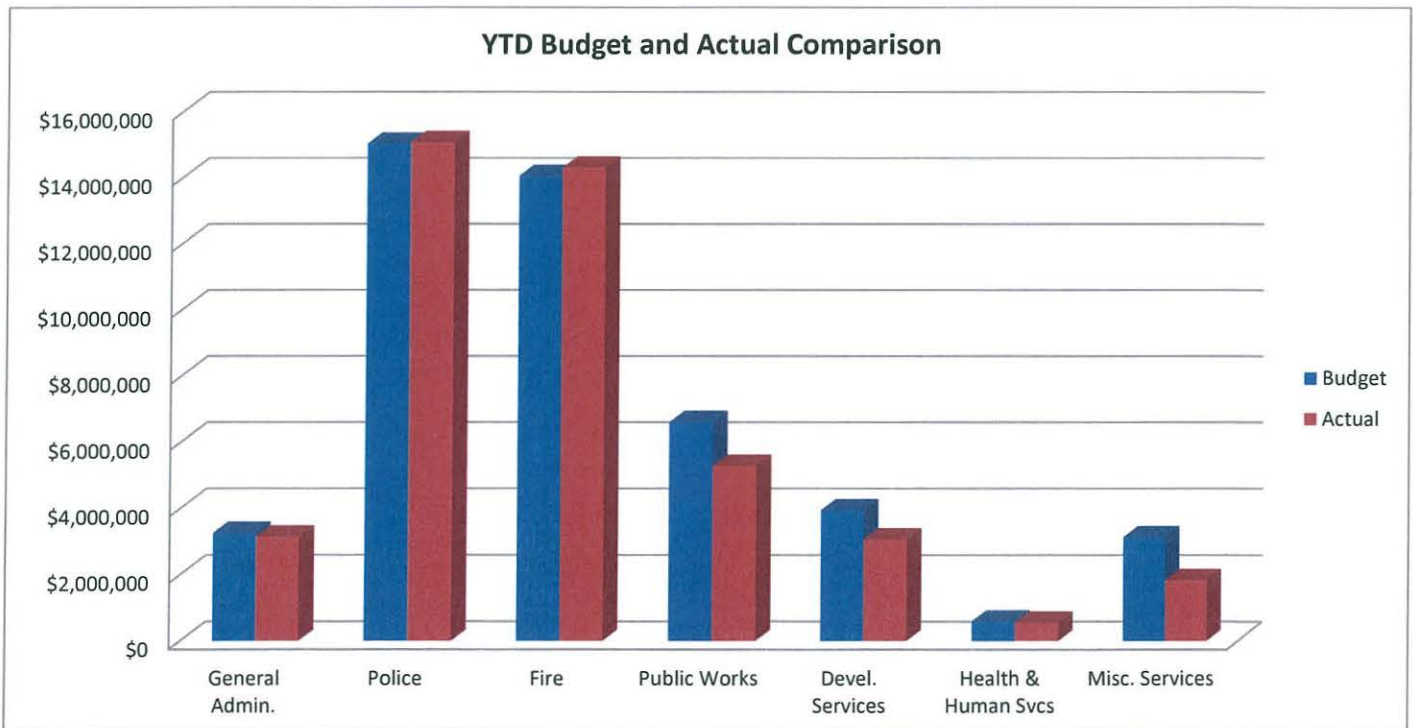


<u>Month Received</u>	<u>2015 Actual</u>	<u>2016 Budget</u>	<u>2016 Actual</u>	<u>Cumulative Variance 2016 Actual vs. Budget</u>
Jan	\$ 147,164	\$ 151,917	\$ 113,441	\$ (38,476)
Feb	119,030	151,917	159,572	\$ (30,820)
Mar	157,442	151,917	135,006	\$ (47,731)
Apr	134,391	151,917	109,782	\$ (89,866)
May	216,003	151,917	202,175	\$ (39,607)
Jun	155,813	151,917	139,017	\$ (52,507)
Jul	193,717	151,917	116,339	\$ (88,085)
Aug	180,388	151,917	123,580	\$ (116,421)
Sep	178,846	151,917	107,009	\$ (161,329)
Oct	183,246	151,917	94,528	\$ (218,718)
Nov	158,462	151,917		
Dec	173,279	151,917		
YTD Totals	<u>\$ 1,997,781</u>	<u>\$ 1,823,000</u>	<u>\$ 1,300,449</u>	

The decline in revenues for the past four months is due to four out of the nine red light cameras in the Village are not operating because of IDOT construction.

Expenditures: General Fund expenditures in October were \$1,221,323 below the budgeted figure of \$4,647,948. The summary of year-to-date actuals versus budgeted expenditures shown reflect mostly positive variances for the Village departments for the year. Police and Fire are over budget due to their pension contribution expenses, which are directly tied to the Village's receipt of property taxes. When property taxes are received, the pension contribution expense (transfer of property tax revenue to the Pension Funds) occurs. Since most of the property tax money for the year has been received, the expense will be above budget until December.

EXPENDITURES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 306,658	\$ 294,052	4.1%
Administration	587,542	576,664	1.9%
Legal	450,167	403,139	10.4%
Finance	958,250	939,400	2.0%
Village Clerk	165,850	154,563	6.8%
HRM	454,117	449,002	1.1%
Communications	188,083	187,813	0.1%
Cable TV	139,217	136,803	1.7%
Police	15,024,267	15,072,830	-0.3%
Fire	14,052,539	14,297,977	-1.7%
Public Works	6,604,117	5,274,573	20.1%
Development Services	3,935,917	3,056,602	22.3%
H&HS	591,183	556,329	5.9%
Miscellaneous	3,128,027	1,831,545	41.4%
TOTAL	\$ 46,585,933	\$ 43,231,291	7.2%



Department News

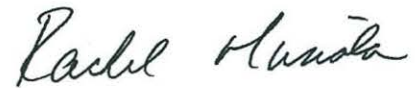
During the month of October, the following training sessions were attended by Finance staff:

- Participated in the IGFOA 1st Thursday Webinar entitled “The New Accounting and Reporting Requirements for Retiree Health Care”. (Finance Director, Assistant Director, Fiscal Operations Manager, Accounting Assistant)
- Attended the IGFOA year-end Payroll Seminar. Topics covered included ACA reporting and penalties, workers comp and PEDDA, and pre-tax withholdings. (Payroll Coordinator, Fiscal Operations Manager)
- Attended Finance Emergency Operations Training (Finance Director, Assistant Director).

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

- Continued working on the preparation of the FY2017 operating and capital budgets.
- Attended the quarterly Fire Pension Board meeting (Village Treasurer, Finance Director).
- Attended the quarterly Police Pension Board meeting (Village Treasurer, Finance Director).
- An auditing firm working for the Illinois Department of Transportation conducted their annual audit of our utilization of MFT funding. The audit went well. Final results will be issued shortly. (Finance Director, Village Engineer)
- Attended the annual financial audit pre-planning meeting with the Village auditors, Sikich. The purpose of this meeting is to plan for the upcoming audit. Preliminary field work is scheduled for December. (Finance Director, Assistant 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

MONTHLY REPORT STATISTICS

October-16

	Oct-16	YTD Oct-16	Oct-15	YTD Oct-15	% Inc / Dec	
					Month	Year
Credit Card Transactions						
Finance and Code Front Counter						
Number	689	6,306	762	6,986	-9.6%	-9.7%
Amount	\$ 107,874	952,197	\$ 83,902	917,651	28.6%	3.8%
Internet Sales						
Number	2,353	22,079	2,263	21,105	4.0%	4.6%
Amount	\$ 291,777	2,406,854	\$ 232,173	1,962,619	25.7%	22.6%
Total						
Number	3,042	28,385	3,025	28,091	0.6%	1.0%
Amount	\$ 399,651	3,359,051	\$ 316,075	2,880,270	26.4%	16.6%
Credit Card Company Fees						
General Fund	\$ 1,863	16,760	\$ 1,324	15,868	40.7%	5.6%
Municipal Waste Fund	2	16	-	22	N/A	-25.9%
Water Fund	9,286	78,465	7,392	40,878	25.6%	91.9%
Total Fees	\$ 11,151	\$ 95,241	\$ 8,717	\$ 56,769	27.9%	67.8%
Accounts Receivable						
Invoices Mailed						
Number	50	684	59	769	-15.3%	-11.1%
Amount	\$ 420,904	2,476,835	\$ 77,885	1,358,443	440.4%	82.3%
Invoices Paid						
Number	46	695	71	738	-35.2%	-5.8%
Amount	\$ 234,448	2,361,874	\$ 100,344	1,377,008	133.6%	71.5%
Reminders Sent						
Number	4	127	6	202	-33.3%	-37.1%
Amount	\$ 10,437	184,555	\$ 305	92,599	3322.0%	99.3%
Accounts Payable						
Checks Issued						
Number	306	3,505	346	3,584	-11.6%	-2.2%
Amount	\$ 2,274,727	27,577,814	\$ 2,107,307	30,633,962	7.9%	-10.0%
Manual Checks Issued						
Number	35	369	22	421	59.1%	-12.4%
As % of Total Checks	11.44%	10.53%	6.36%	11.75%	79.9%	-10.4%
Amount	\$ 45,203	11,259,457	\$ 19,932	11,245,290	126.8%	0.1%
As % of Total Checks	1.99%	40.83%	0.95%	36.71%	110.1%	11.2%
Utility Billing						
New Utility Accounts	156	1,646	158	1,541	-1.3%	6.8%
Bills Mailed / Active Accounts	15,540	155,182	15,490	154,781	0.3%	0.3%
Final Bills Mailed	156	1,646	158	1,541	-1.3%	6.8%
Shut-Off Notices	1,383	13,346	1,340	14,300	3.2%	-6.7%
Actual Shut-Offs	112	940	152	1,001	-26.3%	-6.1%
Total Billings	\$ 1,739,638	17,251,199	\$ 1,747,882	15,797,138	-0.5%	9.2%
Direct Debit (ACH) Program						
New Accounts	33	451	18	526	83.3%	-14.3%
Closed Accounts	27	457	1	178	2600.0%	156.7%
Total Accounts	2,665	26,700	2,656	24,913	0.3%	7.2%
As % of Active Accounts	17.15%	17.21%	17.15%	16.10%	0.0%	6.9%
Water Payments Received in Current Month						
Total Bills Mailed	15,540	155,182	15,490	154,781	0.3%	0.3%
ACH Payments	2,665	26,698	2,656	24,913	0.3%	7.2%
ACH Payments-% of Total Bills	17.15%	17.20%	17.15%	16.10%	0.0%	6.9%
On-line Payments (Internet Sales)	2,180	20,542	1,957	18,147	11.4%	13.2%
On-line Payments-% of Total Bills	14.03%	13.24%	12.63%	11.72%	11.0%	12.9%
Mail-in Payments	12,714	125,853	12,706	124,794	0.1%	0.8%
Mail-in Payments-% of Total Bills	81.81%	81.10%	82.03%	80.63%	-0.3%	0.6%

WATER BILLING ANALYSIS
October 31, 2016

Residential Billings
Average Monthly Consumption/Customer

<u>Month Billed</u>	<u>2013-2014</u>	<u>2014-2015</u>	<u>2015-2016</u>
October	4,655	4,595	4,643
November	4,706	4,818	4,590
December	4,636	3,978	4,036
January	5,047	5,288	4,916
February	4,137	4,347	4,175
March	4,293	4,126	4,169
April	4,485	4,327	4,276
May	4,283	4,601	4,437
June	4,283	4,434	4,595
July	5,138	4,597	5,010
August	4,873	5,376	5,431
September	5,497	5,073	5,068
October	4,595	4,643	4,474
13 Month Average -	4,664	4,631	4,602
% Change -	-6.3%	-0.7%	-0.6%

Total Water Customers

Average Bill

<u>Customer Type</u>	<u>Customer Type</u>			<u>Customer Type</u>	<u>Customer Type</u>		
	<u>Oct-15</u>	<u>Oct-16</u>	<u>% Change</u>		<u>Oct-15</u>	<u>Oct-16</u>	<u>% Change</u>
Residential	14,583	14,621	0.3%	Residential	\$ 51.41	\$ 52.75	2.6%
Commercial	907	919	1.3%				
Total	15,490	15,540	0.3%				

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

	<u>Month-To-Date</u>			<u>Year-To-Date</u>			
	<u>Oct-15</u>	<u>Oct-16</u>	<u>% Change</u>	<u>Oct-15</u>	<u>Oct-16</u>	<u>% Change</u>	
Residential	68	65	-4.6%	Residential	682	679	-0.4%
Commercial	58	52	-11.5%	Commercial	493	485	-1.6%
	126	117	-7.1%		1,175	1,164	-0.9%

STATEMENT OF INVESTMENTS-VILLAGE

As of October 31, 2016

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>General Fund</u>						
Illinois Funds - General	09/30/86		5,025,059.35			0.012
Illinois Funds - Veterans Memorial	05/01/92		294.99			0.012
IMET Convenience Fund	10/20/05		2,708.30			0.430
HE Community Bank-MaxSafe	07/13/04		764,346.04			0.100
Eagle Bank	11/07/08		162,779.68			0.100
CD with PMA	08/22/13		16,338,226.41	16,337,846.14	16,398,614.77	0.375
			<u>22,293,414.77</u>			
<u>Motor Fuel Tax</u>						
Illinois Funds	09/30/86		396,518.95			0.012
Eagle Bank	11/07/08		729.88			0.100
CD with PMA	08/22/13		70,842.80	70,831.39	71,478.94	0.375
			<u>468,091.63</u>			
<u>EDA Administration</u>						
Illinois Funds	01/02/91		35,760.09			0.012
Eagle Bank	11/07/08		123,565.72			0.100
			<u>159,325.81</u>			
<u>E-911</u>						
Illinois Funds	07/01/00		11,731.01			0.012
Eagle Bank	11/07/08		33,064.67			0.100
			<u>44,795.68</u>			
<u>Asset Seizure - Federal</u>						
Illinois Funds	06/09/99		4,130.57			0.012
<u>Asset Seizure - State</u>						
Illinois Funds	11/30/98		52,893.41			0.012
<u>Asset Seizure - BATTLE</u>						
Illinois Funds	07/10/08		57,941.84			0.012
<u>Municipal Waste System</u>						
Illinois Funds	08/31/98		5,627.82			0.012
<u>2005A G.O. Debt Serv.</u>						
Illinois Funds	11/30/04		292,791.92			0.012
<u>2009 G.O. Debt Serv.</u>						
Illinois Funds	04/01/09		18,891.53			0.012
CD with PMA	08/22/13		1,500,000.00	1,500,000.00	1,501,604.12	0.012
			<u>1,518,891.53</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2016

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Central Road Corridor Improv.</u>						
Illinois Funds	12/15/88		14,081.22			0.012
Eagle Bank	11/07/08		115,521.97			0.100
			129,603.19			
<u>Hoffman Blvd Bridge Maintenance</u>						
Illinois Funds	07/01/98		10,575.79			0.012
CD with PMA	08/22/13		87,301.80	87,287.74	88,085.73	0.375
Eagle Bank	02/10/11		115,768.96		-	0.100
			213,646.55			
<u>Western Corridor</u>						
Illinois Funds	06/30/01		36,249.84			0.012
CD with PMA	08/22/13		2,223,772.24	2,223,413.99	2,243,740.74	0.100
Eagle Bank	01/07/09		284,661.85			0.100
			2,544,683.93			
<u>Traffic Improvement</u>						
Illinois Funds	03/24/89		13,633.74			0.012
Eagle Bank	01/07/09		179,381.93			0.012
			193,015.67			
<u>EDA Series 1991 Project</u>						
Illinois Funds	08/22/91		1,161,682.66			0.012
Eagle Bank	02/10/11		259,108.97		-	-
			1,420,791.63			
<u>Road Improvement</u>						
Illinois Funds	01/01/15		0.00			
Eagle Bank			251,103.99			0.430
			251,103.99			
<u>Western Area Traffic Improvement</u>						
Illinois Funds	11/01/92		12,322.40			0.012
Eagle Bank	01/07/09		81,151.83			0.100
			93,474.23			
<u>Western Area Rd Impr Impact Fees</u>						
Illinois Funds	08/01/98		13,989.21			0.012
Eagle Bank	01/07/09		83,907.84			0.100
			97,897.05			
<u>Capital Improvements</u>						
Illinois Funds	12/31/96		30,470.08			0.012
CD with PMA	08/22/13		500,000.00	500,000.00	500,534.71	0.100
Eagle Bank	01/07/09		82,296.45		-	0.100
			612,766.53			

STATEMENT OF INVESTMENTS-VILLAGE As of October 31, 2016
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Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Capital Vehicle & Equipment</u>						
Illinois Funds	12/31/96		75,473.67			0.012
Eagle Bank	01/07/09		353,483.72			0.100
			428,957.39			
<u>Capital Replacement</u>						
Illinois Funds	02/01/98		3,114.99			0.012
HE Community Bank-MaxSafe	07/13/04		383,216.26			0.100
Eagle Bank	11/07/08		63,954.05			0.100
CD with PMA	08/22/13		464,324.56	464,249.76	468,493.99	0.375
			914,609.86			
<u>2015 Capital Project</u>						
Citibank Savings Deposit Account	08/12/15		764.21			-
CD with PMA	08/12/15		54,774.71			
			55,538.92			
<u>Water and Sewer</u>						
Illinois Funds	09/30/86		7,862.26			0.012
Eagle Bank	11/07/08		44,496.52			0.100
			52,358.78			
<u>Water and Sewer-2015 Bond Projects</u>						
Citibank Savings Deposit Account	08/12/15		564,975.97			0.100
CD with PMA	08/12/15		2,185,387.67	2,240,722.94	2,244,875.79	
			2,750,363.64			
<u>Sears Operating</u>						
Illinois Funds			992.25			
<u>Stormwater</u>						
CD with PMA	08/12/15		247,700.00	247,700.00	248,931.40	
Citibank Savings Deposit Account	08/12/15		24,782.92			0.100
			272,482.92			
<u>Insurance</u>						
Illinois Funds	11/10/87		13,612.61			0.012
Eagle Bank	11/07/08		264,205.56			0.100
CD with PMA	08/22/13		1,862,943.35	1,862,723.78	1,875,716.69	0.375
			2,140,761.52			
<u>Information Systems</u>						
Illinois Funds	02/01/98		173,863.52			0.012
Eagle Bank	11/07/08		322,593.36			
			496,456.88			

STATEMENT OF INVESTMENTS-VILLAGE
As of October 31, 2016

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>EDA Special Tax Alloc.</u>						
Illinois Funds	05/15/92		0.00			0.012
Eagle Bank	11/07/08		18,700,392.90			
			18,700,392.90			
<u>Roselle Road TIF</u>						
Illinois Funds	09/30/03		7,158.28			0.012
CD with PMA	08/22/13		92,218.90	92,204.04	93,046.99	0.375
Eagle Bank	11/07/08		17,513.19			0.100
			116,890.37			
<u>Barr./Higgins TIF</u>						
Illinois Funds	08/26/91		240,550.20			0.012
Total Investments			\$ 56,625,243.38			
Total Invested Per Institution				<u>Percent Invested</u>		
Illinois Funds			7,717,274.20	13.63		
IMET Convenience Fund			2,708.30	0.00		
CD with PMA			25,627,492.44	45.26		
HE Community Bank-MaxSafe			1,147,562.30	2.03		
Bank of New York Money Market			0.00	-		
Eagle Bank/Citibank at PMA			22,130,206.14	39.08		
			\$56,625,243.38	100.00		
Total Invested Per Institution Excluding all Trust and EDA Funds				<u>Percent Invested</u>		
Illinois Funds			6,279,281.25	17.39		
IMET			2,708.30	0.01		
HE Community Bank-MaxSafe			1,147,562.30	3.18		
CD with PMA			25,627,492.44	70.98		
Eagle Bank/Citibank at PMA			3,047,138.55	8.44		
			\$36,104,182.84	100.00		
Total Invested Per Fund						
Total Investments - Operating Funds				\$25,893,681.33		
Total Investments - Debt Service Funds				\$1,811,683.45		
Total Investments - Trust Funds				\$18,940,943.10		
Total Investments - Capital Projects Funds				\$9,978,935.50		
Total Investments - All Funds				\$56,625,243.38		

**OPERATING REPORT SUMMARY
REVENUES**

October 31, 2016

	<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	1,362,876	6,519	13,628,758	16,295,544	16,354,510	99.6%	
Hotel Tax	118,750	129,073	1,187,500	1,144,326	1,425,000	80.3%	
Real Estate Transfer Tax	66,667	84,706	666,667	654,220	800,000	81.8%	
Home Rule Sales Tax	331,500	281,986	3,315,000	3,126,647	3,978,000	78.6%	
Telecommunications Tax	161,667	172,526	1,616,667	1,809,126	1,940,000	93.3%	
Property Tax - Fire	234,667	1,624	2,346,667	2,811,425	2,816,000	99.8%	
Property Tax - Police	264,570	1,832	2,645,700	3,167,922	3,174,840	99.8%	
Other Taxes	12,500	-	125,000	44,538	150,000	29.7%	
Total Taxes	2,553,196	678,266	25,531,958	29,053,748	30,638,350	94.8%	
Business Licenses	23,333	8,029	233,333	340,226	280,000	121.5%	
Liquor Licenses	20,000	-	200,000	241,386	240,000	100.6%	
Building Permits	50,000	31,035	500,000	813,120	600,000	135.5%	
Other Licenses & Permits	1,750	6,366	17,500	11,916	21,000	56.7%	
Total Licenses & Permits	95,083	45,430	950,833	1,406,647	1,141,000	123.3%	
Sales Tax	705,833	624,390	7,058,333	6,569,634	8,470,000	77.6%	
Local Use Tax	83,333	89,165	833,333	1,127,539	1,000,000	112.8%	
State Income Tax	428,133	-	4,281,333	4,332,144	5,137,600	84.3%	
Replacement Tax	23,067	45,747	230,667	260,380	276,800	94.1%	
Other Intergovernmental	35,290	3,584	352,900	393,990	423,480	93.0%	
Total Intergovernmental	1,275,657	762,887	12,756,567	12,683,687	15,307,880	82.9%	
Engineering Fees	5,208	-	52,083	121,454	62,500	194.3%	
Ambulance Fees	100,000	98,321	1,000,000	1,028,058	1,200,000	85.7%	
Police Hireback	33,333	76,229	333,333	500,098	400,000	125.0%	
Lease Payments	71,667	77,557	716,667	706,904	860,000	82.2%	
Cable TV Fees	67,167	56,001	671,667	700,415	806,000	86.9%	
4th of July Proceeds	7,240	7,240	179,601	179,601	135,860	132.2%	
Employee Payments	90,667	69,768	906,667	922,366	1,088,000	84.8%	
Hireback - Arena	13,333	13,337	133,333	109,701	160,000	68.6%	
Rental Inspection Fees	23,333	3,988	233,333	326,450	280,000	116.6%	
Other Charges for Services	77,167	73,139	771,667	766,937	926,000	82.8%	
Total Charges for Services	489,115	475,579	4,998,351	5,361,984	5,918,360	90.6%	
Court Fines-County	18,333	11,648	183,333	188,201	220,000	85.5%	
Ticket Fines-Village	54,167	39,284	541,667	341,282	650,000	52.5%	
Overweight Truck Fines	250	1,130	2,500	7,270	3,000	242.3%	
Red Light Camera Revenue	66,667	35,656	666,667	553,193	800,000	69.1%	
Local Debt Recovery	12,500	6,810	125,000	210,502	150,000	140.3%	
Total Fines & Forfeits	139,417	94,528	1,394,167	1,300,448	1,823,000	71.3%	
Total Investment Earnings	2,500	11,375	25,000	68,329	30,000	227.8%	
Reimburse/Recoveries	8,333	7,388	83,333	125,554	100,000	125.6%	
S.Barrington Fuel Reimbursement	2,500	2,328	25,000	23,508	30,000	78.4%	
Tollway Payments	1,854	550	18,542	40,150	22,250	180.4%	
Benefit Fund	8,333	-	83,333	100,000	100,000	100.0%	
Other Miscellaneous	12,409	12,212	124,092	168,958	148,910	113.5%	
Total Miscellaneous	33,430	22,478	334,300	458,169	401,160	114.2%	
Total General Fund	4,588,398	2,090,541	45,991,185	50,333,014	55,259,750	91.1%	83.3%

**OPERATING REPORT SUMMARY
REVENUES**

October 31, 2016

	CURRENT MONTH		YEAR-TO-DATE		ANNUAL BUDGET	% ACTUAL TO BUDGET	BENCH- MARK
	BUDGET	ACTUAL	BUDGET	ACTUAL			
Water & Sewer Fund							
Water Sales	1,418,475	1,467,204	14,184,750	14,327,965	17,021,700	84.2%	
Connection Fees	167	1,381	1,667	50,767	2,000	2538.4%	
Cross Connection Fees	3,104	3,241	31,042	32,099	37,250	86.2%	
Penalties	5,000	9,485	50,000	89,413	60,000	149.0%	
Investment Earnings	5	1,768	50	18,825	60	31374.9%	
Other Revenue Sources	31,518	5,193	315,175	314,494	378,210	83.2%	
Bond Proceeds	-	-	-	-	849,130	0.0%	
Total Water Fund	1,458,268	1,488,272	14,582,683	14,833,562	18,348,350	80.8%	83.3%
Motor Fuel Tax Fund	102,208	99,731	1,022,083	1,122,376	1,226,500	91.5%	
Community Dev. Block Grant Fund	30,333	281,047	303,333	308,177	364,000	84.7%	
EDA Administration Fund	125	41	1,250	751	1,500	0.0%	
E-911 Surcharge	-	11	-	3,577	-	0.0%	
Asset Seizure Fund	29,779	20,000	297,792	211,740	357,350	59.3%	
Municipal Waste System Fund	243,899	228,589	2,438,992	2,488,990	2,926,790	85.0%	
Sears Centre Operating Fund	269,861	92,722	2,698,608	2,010,130	3,238,330	62.1%	
Sears Centre Activity Fund	206,656	-	2,066,558	3,568,940	2,479,870	143.9%	
Stormwater Management	43,008	44,915	430,083	444,364	516,100	86.1%	
Insurance Fund	120,338	122,459	1,203,383	1,372,421	1,444,060	95.0%	
Roselle Road TIF	-	71	-	175,446	-	0.0%	
Higgins/Hassell TIF	-	-	-	1,298,137	-	0.0%	
Information Systems	114,067	113,752	1,140,667	1,140,674	1,368,800	83.3%	
Total Spec Rev. & Int. Svc. Fund	1,160,275	1,003,339	11,602,750	14,145,723	13,923,300	101.6%	
TOTAL OPERATING FUNDS	7,206,941	4,582,152	72,176,618	79,312,298	87,531,400	90.6%	83.3%
2015A & C G.O. Debt Service	102	102	1,454,914	1,454,914	2,783,170	52.3%	
2015B G.O. Debt Service	10,066	-	100,658	30,987	120,790	0.0%	
2016 G.O. Debt Service	-	-	-	9,841,916	-	0.0%	
2008 G.O.D.S. Fund	83,266	-	832,658	499,594	999,190	50.0%	
2009 G.O.D.S. Fund	215,882	173,807	2,158,817	2,374,763	2,590,580	91.7%	
TOTAL DEBT SERV. FUNDS	309,315	173,909	4,547,048	14,202,175	6,493,730	218.7%	83.3%
Central Rd. Corridor Fund	58	31	583	496	700	70.9%	
Hoffman Blvd Bridge Maintenance	67	90	667	1,148	800	143.4%	
Western Corridor Fund	667	1,287	6,667	11,422	8,000	142.8%	
Traffic Improvement Fund	-	46	-	660	-	0.0%	
EDA Series 1991 Project	125	462	1,250	7,295	1,500	486.4%	
Central Area Rd. Impr. Imp. Fee	-	-	-	284	-	0.0%	
Western Area Traffic Impr.	17	23	167	315	200	157.6%	
Western Area Traffic Impr. Impact Fee	8	24	83	329	100	0.0%	
Capital Improvements Fund	190,800	65,978	1,908,000	1,435,225	2,289,600	62.7%	
Capital Vehicle & Equipment Fund	75,073	75,179	750,725	751,548	900,870	83.4%	
Capital Replacement Fund	250	365	2,500	4,218	3,000	140.6%	
2015 Project Fund	50	0	500	134	600	22.3%	
Road Improvement Fund	522,073	892,393	5,220,725	5,574,931	6,264,870	89.0%	
TOTAL CAP. PROJECT FUNDS	789,187	1,035,877	7,891,867	7,788,006	9,470,240	82.2%	83.3%
Police Pension Fund	446,012	67,358	4,460,117	7,815,350	5,352,140	146.0%	
Fire Pension Fund	414,021	71,481	4,140,208	7,126,647	4,968,250	143.4%	
TOTAL TRUST FUNDS	860,033	138,839	8,600,325	14,941,998	10,320,390	144.8%	83.3%
TOTAL ALL FUNDS	9,165,476	5,930,778	93,215,857	116,244,479	113,815,760	102.1%	83.3%

OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2016

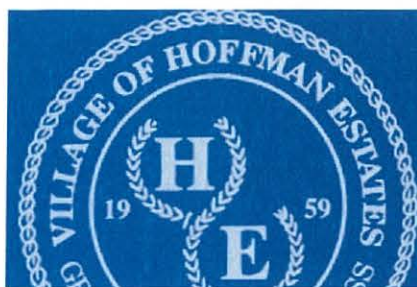
	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>%</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
General Fund							
General Admin.							
Legislative	30,666	27,338	306,658	294,052	367,990	79.9%	
Administration	58,754	50,831	587,542	576,664	705,050	81.8%	
Legal	45,017	40,306	450,167	403,139	540,200	74.6%	
Finance	95,825	83,206	958,250	939,400	1,149,900	81.7%	
Village Clerk	16,585	12,182	165,850	154,563	199,020	77.7%	
Human Resource Mgmt.	45,412	42,720	454,117	449,002	544,940	82.4%	
Communications	18,808	16,048	188,083	187,813	225,700	83.2%	
Cable TV	13,922	12,483	139,217	136,803	167,060	81.9%	
Total General Admin.	324,988	285,116	3,249,883	3,141,435	3,899,860	80.6%	83.3%
Police Department							
Administration	110,319	92,959	1,103,192	1,120,784	1,323,830	84.7%	
Juvenile Investigations	44,628	30,532	446,275	457,522	535,530	85.4%	
Tactical	64,278	40,499	642,775	664,171	771,330	86.1%	
Patrol and Response	845,162	647,847	8,451,617	8,613,522	10,141,940	84.9%	
Traffic	140,996	77,991	1,409,958	1,194,492	1,691,950	70.6%	
Investigations	108,920	80,339	1,089,200	1,147,218	1,307,040	87.8%	
Community Relations	1,204	122	12,042	9,374	14,450	64.9%	
Communications	63,569	-	635,692	569,653	762,830	74.7%	
Canine	14,252	10,207	142,517	146,231	171,020	85.5%	
Special Services	15,243	41,179	152,425	270,315	182,910	147.8%	
Records	25,418	22,663	254,175	243,007	305,010	79.7%	
Administrative Services	61,084	52,532	610,842	592,869	733,010	80.9%	
Emergency Operations	7,356	4,816	73,558	43,672	88,270	49.5%	
Total Police	1,502,427	1,101,685	15,024,267	15,072,830	18,029,120	83.6%	83.3%
Fire Department							
Administration	66,878	53,724	650,414	622,733	802,540	77.6%	
Public Education	3,112	8,478	31,117	34,828	37,340	93.3%	
Suppression	684,778	554,776	6,847,783	6,931,507	8,217,340	84.4%	
Emer. Med. Serv.	603,348	490,739	6,033,475	6,284,364	7,240,170	86.8%	
Prevention	47,783	92,884	466,167	404,797	573,400	70.6%	
Fire Stations	2,358	2,221	23,583	19,748	28,300	69.8%	
Total Fire	1,408,258	1,202,823	14,052,539	14,297,977	16,899,090	84.6%	83.3%
Public Works Department							
Administration	23,795	22,014	237,950	222,909	285,540	78.1%	
Snow/Ice Control	152,333	68,696	1,523,325	1,261,992	1,827,990	69.0%	
Pavement Maintenance	33,558	31,235	335,575	333,976	402,690	82.9%	
Forestry	147,293	95,677	1,472,933	1,020,757	1,767,520	57.8%	
Facilities	90,512	64,064	905,117	687,813	1,086,140	63.3%	
Fleet Services	111,348	73,822	1,113,483	801,276	1,336,180	60.0%	
F.A.S.T.	26,173	11,529	261,733	227,825	314,080	72.5%	
Storm Sewers	17,882	9,635	178,817	132,670	214,580	61.8%	
Traffic Control	57,518	51,950	575,183	585,355	690,220	84.8%	
Total Public Works	660,412	428,620	6,604,117	5,274,573	7,924,940	66.6%	83.3%

OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2016

	<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	32,369	30,329	323,692	306,476	388,430	78.9%	
Planning	42,929	9,508	429,292	427,402	515,150	83.0%	
Code Enforcement	101,626	91,774	1,016,258	974,256	1,219,510	79.9%	
Transportation & Engineering	107,103	92,105	1,047,700	961,757	1,285,240	74.8%	
Economic Development	111,898	22,050	1,118,975	386,711	1,342,770	28.8%	
Total Development Services	395,925	245,767	3,935,917	3,056,602	4,751,100	64.3%	83.3%
Health & Human Services	59,118	52,617	591,183	556,329	709,420	78.4%	83.3%
Miscellaneous							
4th of July	-	-	159,819	159,819	167,950	95.2%	
Police & Fire Comm.	9,191	6,448	91,908	26,469	110,290	24.0%	
Misc. Boards & Comm.	16,568	20,593	165,683	159,269	198,820	80.1%	
Misc. Public Improvements	271,062	82,956	2,710,617	1,485,987	3,252,740	45.7%	
Total Miscellaneous	296,821	109,998	3,128,027	1,831,545	3,729,800	49.1%	83.3%
Total General Fund	4,647,948	3,426,625	46,585,933	43,231,291	55,943,330	77.3%	83.3%
Water & Sewer Fund							
Water Department	1,128,758	1,035,288	11,287,575	10,558,822	13,545,090	78.0%	
Sewer Department	180,341	166,090	1,803,408	1,714,740	2,164,090	79.2%	
Billing Division	55,613	49,100	556,133	571,075	667,360	85.6%	
Debt Service Division	-	-	-	291,042	537,690	54.1%	
Capital Projects Division	-	-	-	19,702	1,596,480	1.2%	
2015 Bond Capital Projects	-	87,221	-	1,239,968	2,403,750	51.6%	
Total Water & Sewer	1,364,712	1,337,698	13,647,117	14,395,349	20,914,460	68.8%	83.3%
Motor Fuel Tax	97,192	97,192	1,031,286	1,031,286	1,261,000	81.8%	
Community Dev. Block Grant Fund	256,050	256,050	283,180	283,180	364,000	77.8%	
EDA Administration Fund	29,299	19,355	292,992	284,634	351,590	81.0%	
Asset Seizure Fund	31,496	19,981	314,958	206,468	377,950	54.6%	
Municipal Waste System	241,734	238,486	2,417,342	2,411,358	2,900,810	83.1%	
Sears Centre Operating Fund	280,233	-	2,802,333	978,397	3,362,800	29.1%	
Sears Centre Activity Fund	206,656	-	2,066,558	3,867,091	2,479,870	155.9%	
Stormwater Management	14,319	3,728	143,192	265,275	171,830	154.4%	
Insurance	124,380	83,618	1,243,800	1,281,827	1,492,560	85.9%	
Information Systems	139,067	72,293	1,390,667	1,025,161	1,668,800	61.4%	
Roselle Road TIF	1,064	5,173	10,642	308,432	12,770	2415.3%	
Higgins/Hassell TIF	293	163	2,933	1,108,784	3,520	31499.5%	
TOTAL OPERATING FUNDS	7,434,444	5,560,361	72,232,932	70,678,532	91,305,290	77.4%	83.3%
2015A G.O. Debt Service	475	475	855,083	855,083	3,753,280	22.8%	
2015 G.O. Debt Service	-	-	31,462	31,462	120,790	26.0%	
2016 G.O. Debt Service	-	-	-	9,839,875	-	0.0%	
2008 G.O.D.S. Fund	83,308	-	833,075	499,844	999,690	50.0%	
2009 G.O.D.S. Fund	226,516	2,050	2,265,158	461,157	2,718,190	17.0%	
TOTAL DEBT SERV. FUNDS	310,298	2,525	3,984,779	11,687,421	7,591,950	153.9%	83.3%

**OPERATING REPORT SUMMARY
EXPENDITURES
October 31, 2016**

	<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	8,333	-	83,333	3,000	100,000	3.0%	
EDA Series 1991 Project	157,154	76,667	1,571,542	898,275	1,885,850	47.6%	
Western Area Rd Improve Imp. Fee	-	-	-	223	-	0.0%	
Capital Improvements Fund	188,806	274,792	1,888,058	1,450,892	2,265,670	64.0%	
Capital Vehicle & Equipment Fund	75,073	16,006	750,725	363,469	900,870	40.3%	
Capital Replacement Fund	9,602	80,255	96,017	82,071	115,220	71.2%	
2015 Project Fund	100,000	-	1,000,000	3,818	1,200,000	0.3%	
Road Improvement Fund	549,556	1,402,092	5,495,558	5,358,376	6,594,670	81.3%	
TOTAL CAP. PROJECT FUNDS	1,088,523	1,849,812	10,885,233	8,160,125	13,062,280	62.5%	83.3%
Police Pension Fund	384,148	431,060	3,841,483	4,109,141	4,609,780	89.1%	
Fire Pension Fund	351,619	362,875	3,516,192	3,518,987	4,219,430	83.4%	
TOTAL TRUST FUNDS	735,768	793,935	7,357,675	7,628,127	8,829,210	86.4%	83.3%
TOTAL ALL FUNDS	9,569,033	8,206,633	94,460,619	98,154,204	120,788,730	81.3%	83.3%



Village of Hoffman Estates Information Systems Department

2016 October MONTHLY REPORT

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SPS/GovQA Monthly Review

FP 5.1/CP 9.1 Upgrade

- Leading up to the Go Live Date of October 18th, several issues identified during testing and training were worked on in collaboration with SunGard staff. All the issues that were critical in terms of being completed before going live were done by October 17th.
- Negotiated with SunGard staff to drop the annual custom programming charge for a payroll custom that we have used since 2002. They agreed to still install the custom, but will no longer charge us for Annual Maintenance, which was just over \$1,000. We also weren't charged for the modifications to the programming required by the upgrade to 5.1. That charge would have been \$1,000. So, in 2016, we realized a savings of \$2,000, and annually thereafter, the savings will be \$1000.
- The upgrades of all databases were completed on October 18th, as planned. The downtime was minimal for staff, just over an hour, and eGov was down for a very short period as well, and resulted in no issues for our customers in making their payments through eGov.
- There were a number of issues that occurred that were related to the upgrade. All of the critical issues were resolved very quickly, and as of the end of October, we had twenty issues still waiting to be resolved, none of which are critical.

Issues found included ones related to permissions that needed to be corrected in both their AD environment and Cognos server, and missing permissions in CP that prevented access to some applications. Several new features were initially missing, and I worked with Support to identify and test the new features once they fixed the issues.

- In terms of downtime for staff, this upgrade was by far the shortest of any SunGard implementation or upgrade, and we had fewer critical issues, mainly because we did extensive testing of all the applications during the testing period. By identifying this issues in advance, we were able to make sure that we had as few problems as possible.

By completing this upgrade, we no longer have to deal with the Citrix environment and the connection and printing issues we were having. We will now have the opportunity to access our data in the field on a variety of devices since the new versions run on HTML 5.

Other Projects and End User Support

- Completed the Final Determination Letters for the Ambulance Bill Citations. They were mailed out without issue.
- UB accounts were aged twice, and we were contacted to determine if we could roll it back. Other than reverting to a database backup, which would have wiped out an entire day's work, there was no way to fix this issue.
- Provided assistance to Front Counter in determining how to adjust Permits for overpayments. They were able to correct the overpayment and apply it to the other permit with our help.
- Created an Open Code Enforcement Case report in Cognos to be used by inspectors on a daily basis.
- Several issues were encountered by accounting staff in October, and we were able to help them resolve them and complete the tasks they were working on.
- Created SQL script for SunGard to run to update data fields for RRL Inspection Letters.
- Ran Penalty Process for unpaid Residential Rental licenses.

- Began testing of the payment process of Business Licenses in eGov.

Geographic Information System Monthly Review

- Updated water main data at Poplar Creek, GPS of valves (PW)
- Storm sewer Mapbook created for CRS visit (PW)
- 2017 Street Project map to include sanitary mains & manholes (PW)
- Brush pickup map updated for 2016 (PW)
- FEMA Floodplain Web Map added to Intranet (DS)
- Floodplain maps drafted & calcs supplied for CRS (DS)
- Inspector info added to list of non-res structures to assist fire code inspections (FD)
- Sidewalk inspection summary (PW)
- Updated Fire Mapbook pages 3/40/41/47 (FD)
- (2) GIS Utility Map requests from contractors
- Maps prepared for ME Simpson for valve assessment program (PW)
- Collector/Arcpad data backup and update (PW)
- Verified/GPS Blackberry Falls hydrants (FD)
- Updates and work on signs data (PW)
- Continued looking into Bluetooth GNSS receivers and narrowed down devices of interest to Arrow 100-Gold, iSXBlue II-III, Trimble R2. Reached out via iMAUG to find local municipalities that own these devices
- Received quote for iSXBlue
- Continued researching options for getting field staff connected directly to GIS data
- Troubleshooting Public Works laptop/iPhone issues with GIS apps

Miscellany

10/4 PW GIS monthly

10/10 & 10/24 bi-weekly update w/ F. Besenhoffer

10/6 Hydrant maintenance w/ Water crew

Technical Support, Hardware & Software Review

Project Activities

Project – Police Front Desk Milestone/Creative integration

Configuration and documented the final integration with the Creative and Milestone systems. All the computers involved in Creative/Milestone system are setup to automatically login and run all necessary software thus limiting time involved in initial setup after computer restart

The security system solution at the Police Department marries the multiple systems so it provides easy and seamless operation between video, security and intercom systems at the PD's front desk. This system is designed to call up cameras anywhere in the facility based on predetermined triggers built into the software.

Project – Upgrades

Staff replaced 75 iPhone 6, 16GB devices with the iPhone 7, 32GB version. This is in line with the Village's two year replacement cycle. As has been past practice, the iPhone replaced 6 will be sold to a recycler and the funds obtained from that used to offset the cost of the new phones.

Project – SAN (Completion)

Staff finalized SAN migration and worked on resolving replication issue that was discovered after running storage in live environment. Staff also worked with Dell support and representative from Current Technology on a solution to the replication issue.

Hardware

During the morning hours of October 27th monitoring and alerting systems reported a loss of network communication with the Stonington water tower, Fire Station 23 and Fire Station 24. Although Fire Stations 23 and 24 lost all data connectivity, telephones failed over into SRST mode and continued to function.

Staff determined that both the GBIC and network switch had suffered catastrophic failures; both devices were replaced with remaining inventory. Staff also took advantage of the "downtime" and used this opportunity to bypass the DragonWave™ wireless connection with the fiber bypass that had been run in the previous month.

Technical Support, Hardware & Software Activities

- Applied necessary software updates as needed.
- 161 help desk requests were opened during the month of October.
- 164 help desk requests were closed during the month of October.
- Self Service Password Resets or Account Unlocks: 2
- Email passwords reset: 3
- SunGard passwords reset: 3
- Voicemail passwords reset:1

- User accounts unlocked: 2
- Active Directory Password Resets: 4

Miscellany

- Staff installed and configured new HP copier at the Finance front counter. The copier is also configured to be a fax, printer and scanner available to the entire village staff which eliminated the need for the existing printer, stand-alone fax and scanner that had been previously located in the area.
- In accordance with the state of Illinois Local Records Commission, the Village's 400 day email retention policy was executed. The email policy allows for the removal of emails that exceed 400 days.
- Staff assisted public works employees in helping relocate and install new office furniture in manager's office.
- Darek Raszka meet with Adam Isern from Vision Internet to discuss moving forward on the Village's intranet.
- Fred Besenhoffer met with Mick Flemming, the Joint Emergency Management Coordinator for NWCD and provided him with the necessary information he required to complete a section of the NWCD COOP plan.
- Fred Besenhoffer and Darek Raszka met with John Ferraro, Executive Director for NWCD and John Osthoff of Tyco Integrated Security to discuss information that John needed to make changes to the alarm equipment at NWCD.
- Cathy Errichiello met with Kathleen Kuffer to review the available Code Enforcement reports and to discuss their reporting needs. Several options were given to her to bring back to coworkers and management to determine which way to proceed.
- Weekly conference calls with SunGard and Cathy Errichiello took place during the month of October to review the progress of the upgrade testing and to review issues.

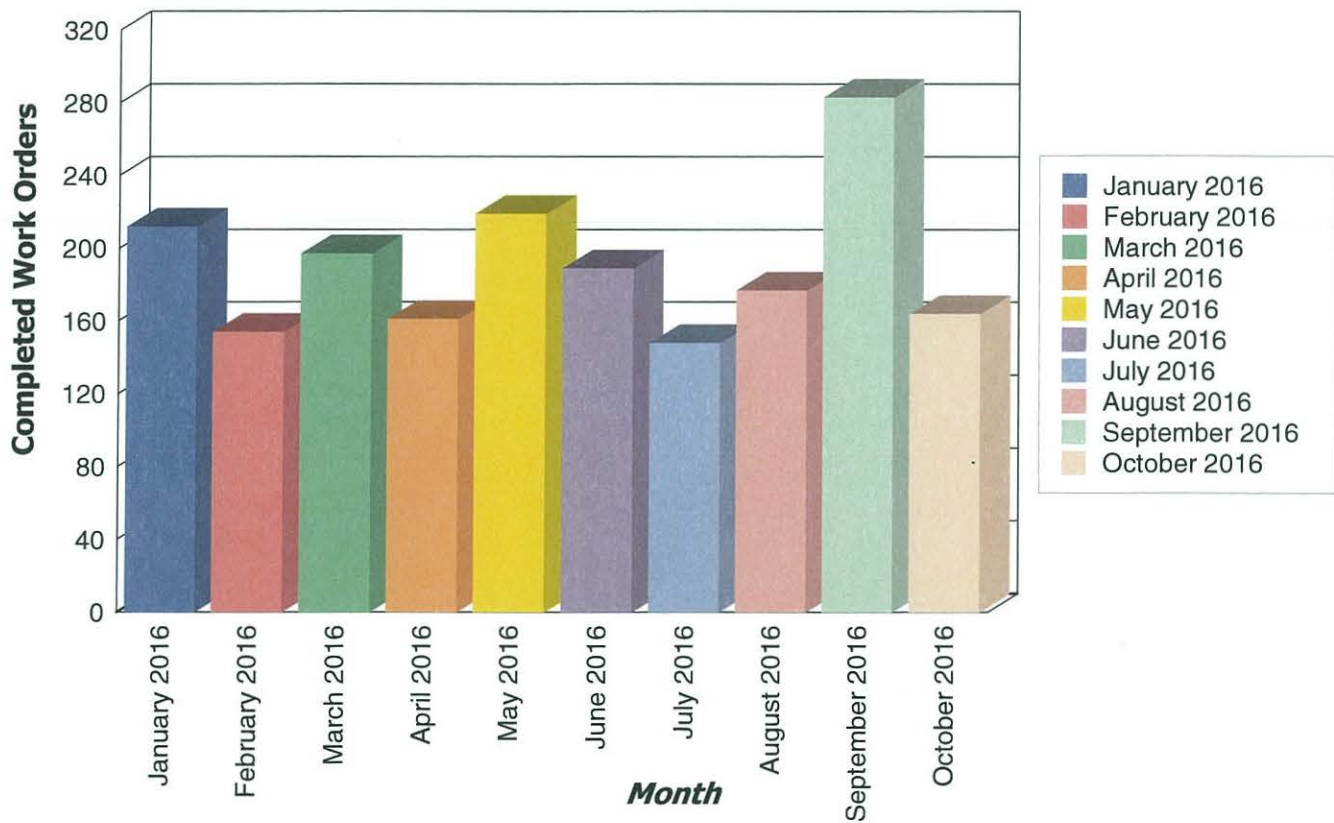
Training

- 10/4 Engineering plan room orientation for A. Howe
- 10/10 Set up an enterprise geodatabase in SQL Server (ESRI Tutorial)
- 10/19 Perform web editing using data from an enterprise geodatabase (ESRI Tutorial for ArcGIS for Server)

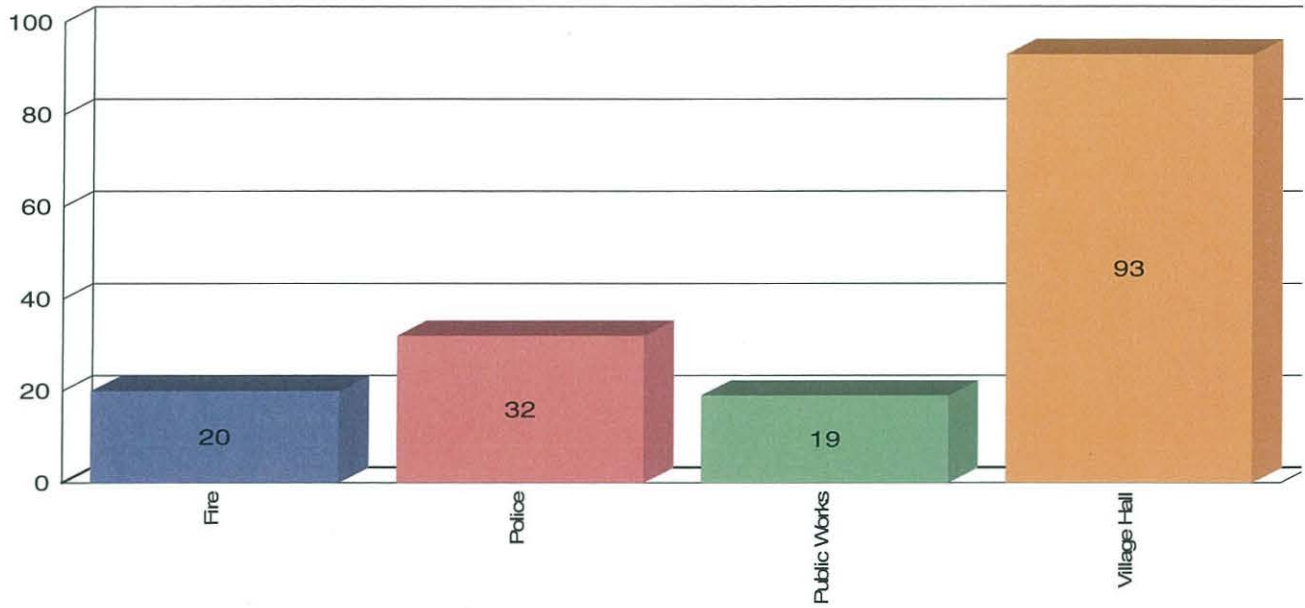
Total Work Orders by Priority by Month

Total Work Orders by Priority by Month

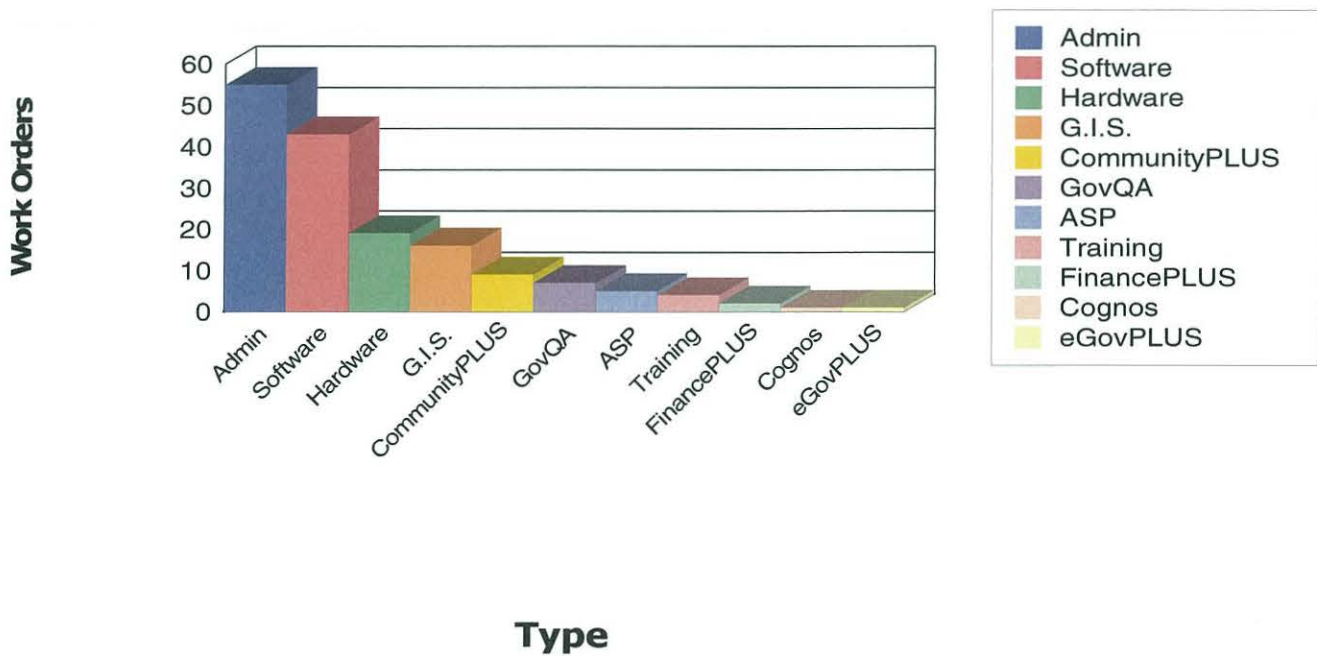
Month	10/2016
1 - Urgent	2
2 - High	4
3 - Medium	3
4 - Normal	137
Project	2
Scheduled Event	12
Vendor intervention required	3
Total for Month	163



Completed Work Orders by Location



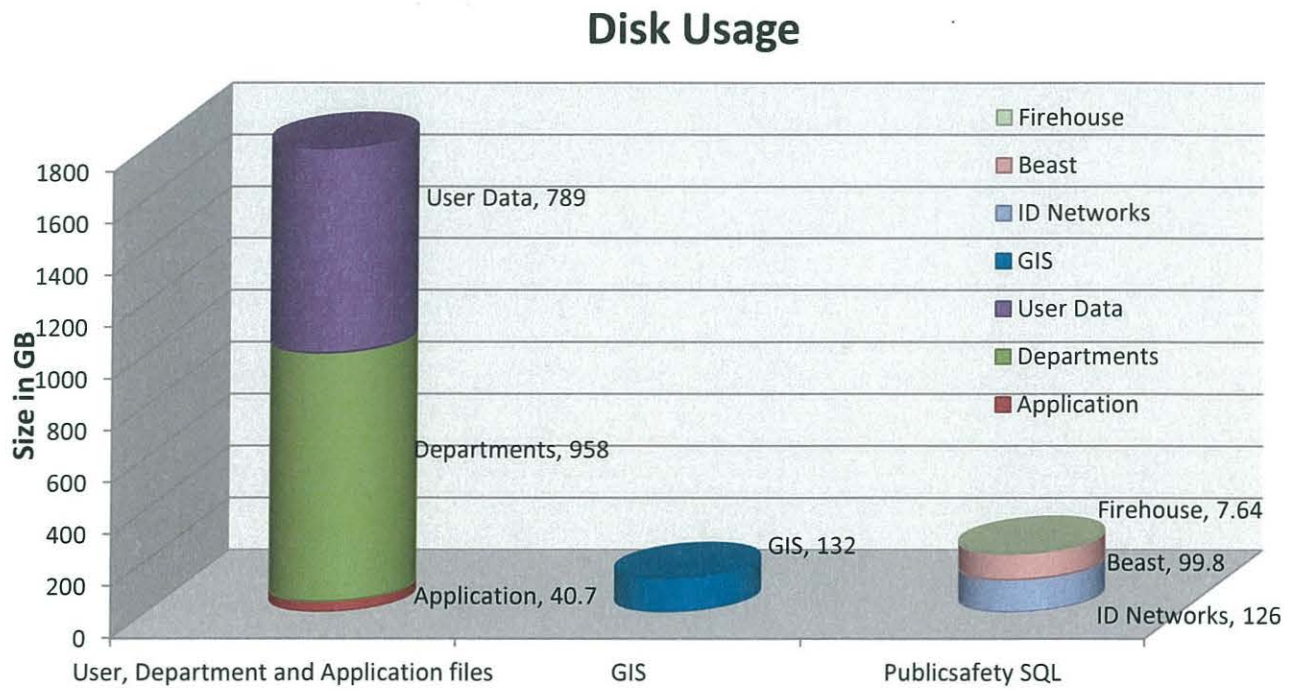
Work Order Trends by Type



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. There were no requests for service or repairs needed during the month of September.

System and Data Functions

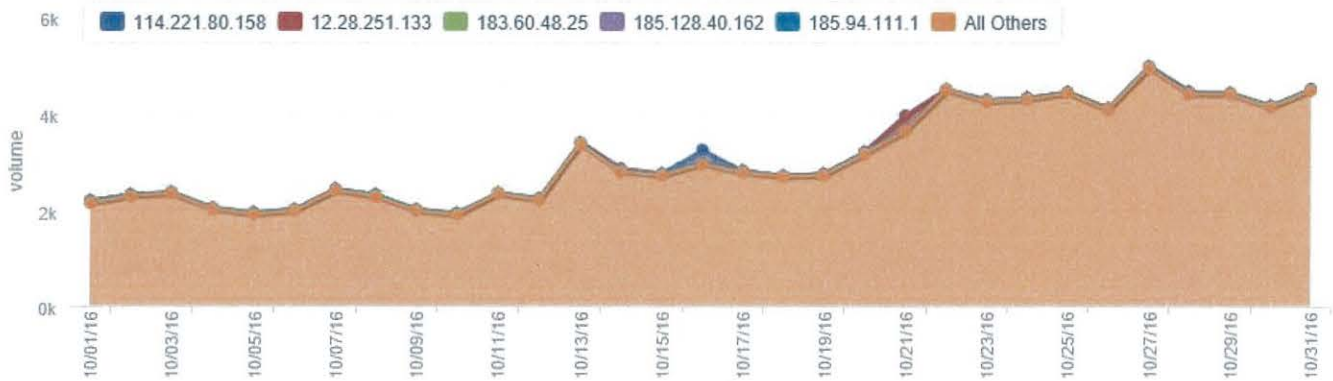


Sentinel IPS Attack Report

External parties attacked the Village network 97949 times during the month of October?

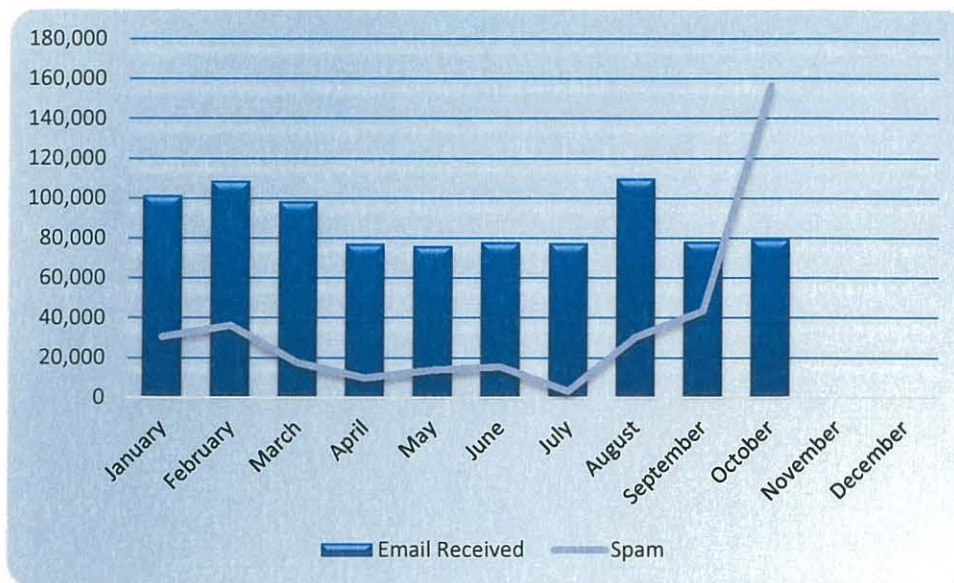
10/01/2016 10/31/2016 apply date filter 97949 total attacks from 30 unique attack types

Attack Volume with 5 Most Active IP Addresses



Email Spam Report

Month	Email Received	Spam	Percent Spam
January	101,437	30,719	30%
February	108,697	36,245	33%
March	98,362	17,593	18%
April	77,122	9,893	13%
May	76,061	13,962	18%
June	77,905	15,482	20%
July	77,471	3,347	4%
August	109,928	30,479	28%
September	78,292	43,578	56%
October	235,472	155,936	66%
November			
December			
Total	1,040,747	357,234	34%



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 2016**
DATE: November 23, 2016

1. Review and preparation of the 2017 SCA operating budget.
2. Attended the Windy City Bulls inaugural game.
3. Discussion related to the annual cheerleading events at the SCA.
4. Review of monthly financial reports and staffing/operational costs.
5. Discussions with Levy Foodservice regarding staffing.
6. Conducted weekly meetings with Ben Gibbs to discuss bookings, holds, and operational items.



Mark Koplin
Assistant Village Manager
Department of Development Services

Attachment

MAK/kr

cc: J. Norris
Ben Gibbs (Spectra)

Sears Centre Arena
General Manager Update
 November 2016

Event Highlights	Notes
Nov 4/5: Cheer Nov 10: Meatballs-n-Mozart Nov 11: Windy City Bulls Nov 12: Soccer Nov 19: WCB Nov 25: WCB Nov 26: WCB	
Finance Department	
General	Arena finished September financials. Arena is behind budget by \$17,998
Monthly Financial Statement	Building Event Revenue YTD: \$1,093,172
	Building Sponsor/Other Revenue YTD: \$219,123
	Building Expenses YTD: \$1,785,998
	Building Income YTD: (\$473,703) vs. YTD Budget (\$455,705)
Operations Department	
General	Scoreboard, Control Room and Club Room upgrades are all complete
Positions to Fill	Ops Manager
Third Party Providers	Investigating cost saving upgrades to sport lights
Village Support	LED sports lights
Events Department	
General	n/a
Positions to Fill	n/a
Marketing Department	
General	Spearheading launch of new website in 2017, Windy City Bulls marketing support, outbound push for premium seating sales and support for annual shows (circus, monster truck and bull riding)
Positions to Fill	N/A
Group Sales Department	
General	Group sales will be handled by a third party company.
Box Office Department	
General	N/A
Food & Beverage Department	
General	Finishing purchase of new tills for Club Room
Premium Seating Department	
General	Initiated premium seating campaign and deploying sponsorship sales campaign to coincide with scoreboard unveiling
Positions to Fill	N/A
Sponsorship Department	
General	Concentrating on unsold categories including insurance, hospitals and liquor
Monthly Financial Statement	Corporate Sales: \$73,911
	Suites Sales: \$73,047
General	
Capital Improvements/Repairs	LED sport light upgrade



Event Announcement

What: *MASL – CHICAGO MUSTANGS INDOOR SOCCER*

When:

Date	Event Start Time(s)	Date	Event Start Time(s)
SATURDAY – NOVEMBER 12	EVENT START: 7:05PM	SUNDAY - NOVEMBER 27	EVENT START: 3:05PM
SATURDAY – DECEMBER 10	EVENT START: 7:05PM	SUNDAY - DECEMBER 18	EVENT START: 3:05PM
SATURDAY – JANUARY 14	EVENT START: 7:05PM	SATURDAY - JANUARY 21	EVENT START 7:05PM
SUNDAY – JANUARY 22	EVENT START: 3:05PM	SUNDAY - FEBRUARY 12	EVENT START 3:05PM
SUNDAY – FEBRUARY 19	EVENT START 3:05PM	SUNDAY – FEBRUARY 26	EVENTSTART: 3:05PM

Where: Sears Centre Arena

Tickets: Ticketed:
FRONT ROW - \$40, CLUB - \$30, SIDE - \$20, CORNER- \$16, END - \$10

On Sale: *FRIDAY, NOVEMBER 4 @ 10:00AM*

Marketing: Website & Marquee

Parking: *\$10*

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: **Armando Gamboa** / CEO & Head Coach
Office: 847-805-6633 x101 Cell: 847-489-5554
Email: armando@chicagomustangspro.com
Chicago Mustangs Office: 847-805-6633 x101/ Fax: 847-805-6650
2350 Hassell Road, Hoffman Estates, IL 60169
www.chicagomustangspro.com

Notes: Chicago Mustangs have 10 game regular season in the MASL. Groups and season tickets sold through team offices.



Event Announcement

What: **PROFESSIONAL CHAMPIONSHIP BULLRIDERS TOUR
WORLD TOUR FINALE XI**

When:

EVENT SPACE				
Date	Start (incl. Load In)	End (incl. Load Out)	Event Space Description	Event Start Time(s)
02/03/17			Arena	LOAD IN DOORS: 6:30pm EVENT START: 7:30pm EVENT END: TBD
02/04/17			Arena	LOAD IN DOORS: 6:30PM EVENT START: 7:30pm EVENT END: TBD

Where: Sears Centre Arena

Tickets: Ticketed:
 PL1 - \$53 PL2 - \$38 PL3 - \$18, Youth - \$10
 *All Ticket Prices Increase \$2 on the day of the event.

On Sale: **Friday, November 25, 10am**

Marketing: Website & Marquee

Parking: \$10

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: Bob Sauber
 PH: (630) 386-5373 Cell: (630) 461-8195
 Email: RSAUBER01@aol.com

Notes: PL3 seating is General Admission.

Comps: Yes



Event Announcement

What: *MONSTER TRUCK NATIONALS*

When:

Date	Event Start Time(s)
SATURDAY MARCH 25	DOORS: PIT PARTY 5:00PM-6:45PM EVENT START: 7:00PM
SUNDAY MARCH 26	DOORS: PIT PARTY 1:00PM-2:45PM EVENT START: 3:00PM

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 2 AND UNDER ARE FREE***

On Sale: *Thursday, November 17, 10:00am*

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