

AGENDA
FINANCE COMMITTEE
Village of Hoffman Estates
January 28, 2019

Immediately following Public Health & Safety

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

I. Roll Call

**II. Approval of Minutes – December 10, 2018
January 21, 2019 (Special Finance Committee)**

REPORTS (INFORMATION ONLY)

1. Finance Department Monthly Report for November & December.
2. Information System Department Monthly Report.
3. Sears Centre Monthly Report for December and January.

III. President's Report

IV. Other

V. Items in Review

VI. Adjournment

Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at www.hoffmanestates.org and/or in person in the Village Clerk's office.

The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

FINANCE COMMITTEE MEETING MINUTES

December 10, 2018

I. Roll call

Members in Attendance:

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

**Management Team Members
in Attendance:**

**Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Peter Gugliotta, Director of Planning
Kevin Kramer, Director of Econ. Dev.
Mike Hankey, Director of Transportation
Alan Wenderski, Director of Engineering
Patrick Fortunato, Fire Chief
Ted Bos, Police Chief
Rachel Musiala, Finance Director
Monica Saavedra, Director of HHS
Fred Besenhoffer, Director of IS
Joe Nebel, Director of Public Works
Patti Cross, Asst. Corporation Counsel
Doug LaSota, Assoc. Corporation Counsel
Bruce Anderson, CATV Coordinator
Suzanne Ostrovsky, Asst. to Village Mgr.**

The Finance Committee meeting was called to order at 8:15 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve the Special Finance Committee meeting minutes of November 20, 2018. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Stanton, to approve the Finance Committee meeting minutes of November 26, 2018. Voice vote taken. All ayes (Abstain: Mills). Motion carried.

NEW BUSINESS

1. **Request approval of a resolution establishing hireback rates for Police and Fire personnel for the period January 1 through December 31, 2019.**

An item summary sheet from Rachel Musiala was presented to Committee.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve a resolution establishing hireback rates for Police and Fire personnel for the period January 1 through December 31, 2019. Voice vote taken. All ayes. Motion carried.

REPORTS (Information Only)

1. **Request acceptance of the Finance Department Monthly report (deferral requested).**

The Finance Department Monthly Report was presented to Committee and deferred.

2. **Request acceptance of the Information System Department Monthly report.**

Trustee Pilafas thanked Fred Besenhoffer for working with the Finance Department on a variety of issues.

The Information System Department Monthly Report was presented to Committee and received and filed.

3. **Request acceptance of the Sears Centre Monthly report (deferral requested).**

The Sears Centre Monthly Report was presented to Committee and deferred.

II. President's Report**III. Other****IV. Items in Review****V. Adjournment**

Motion by Trustee Arnet, seconded by Trustee Gaeta, to adjourn the meeting at 8:18 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date

I. Roll call

Members in Attendance:

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

**Management Team Members
in Attendance:**

Jim Norris, Village Manager
Art Janura, Corporation Counsel
Dan O'Malley, Deputy Village Manager
Patrick Fortunato, Fire Chief
Mark Koplin, Asst. Vlg. Mgr.-Dev. Services
Ted Bos, Police Chief
Joseph Nebel, Dir. Of Public Works
Patrick Seger, Director of HRM
Monica Saavedra, Director HHS
Fred Besenhoffer, Director of IS
Rachel Musiala, Director of Finance
Doug Lasota, Associate Corporation Counsel
Bev Romanoff, Village Clerk
Patti Cross, Asst. Corporation Counsel
Suzanne Ostrovsky, Asst. to Village Mgr.
Matthew Galloway, Administrative Intern

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

NEW BUSINESS

- 1. Request authorization to declare \$7,905,254.17 as the taxing district allocation for tax levy year 2017 within the EDA Special Tax Allocation Fund, and direct the Treasurer to remit said funds to the taxing districts per PA097-0636.**

An item summary sheet Rachel Musiala was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to declare \$7,905,254.17 as the taxing district allocation for tax levy year 2017 within the EDA Special Tax Allocation Fund, and direct the Treasurer to remit said funds to the taxing districts per PA097-0636. Voice vote taken. All ayes. Motion carried.

II. Adjournment

Motion by Mayor McLeod, seconded by Trustee Arnet, to adjourn the meeting at 7:01 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



DEPARTMENT OF FINANCE MONTHLY REPORT NOVEMBER 2018

Water Billing

A total of 14,727 residential water bills were mailed on November 1st for September's water consumption. Average consumption was 4,147 gallons, resulting in an average residential water bill of \$54.49. Total consumption for all customers was 107 million gallons, with 61 million gallons attributable to residential consumption. When compared to the November 2017 billing, residential consumption decreased by 4.7%.

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

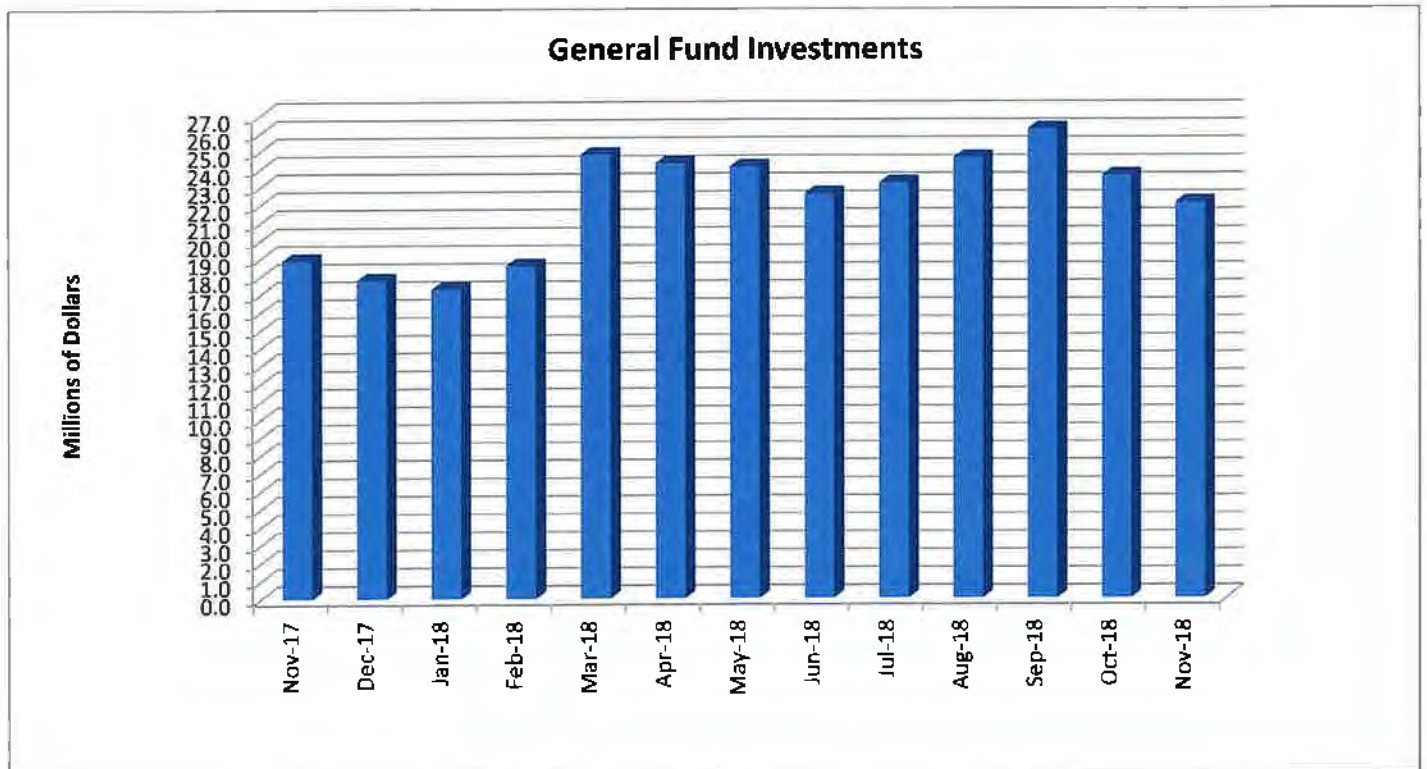
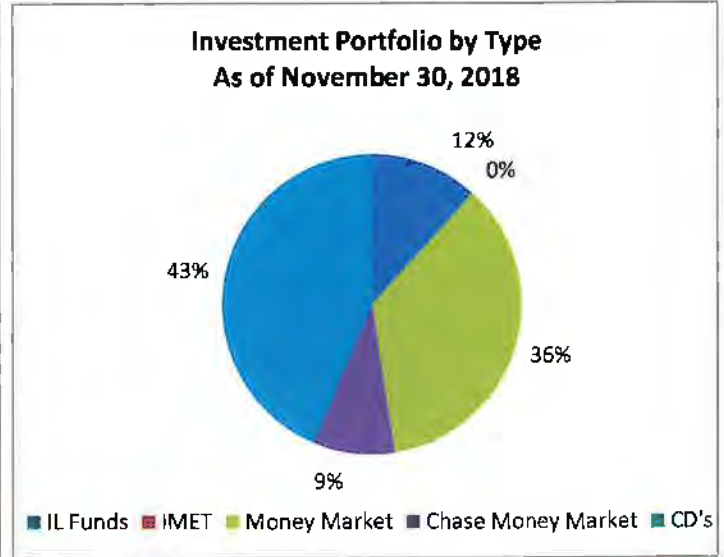
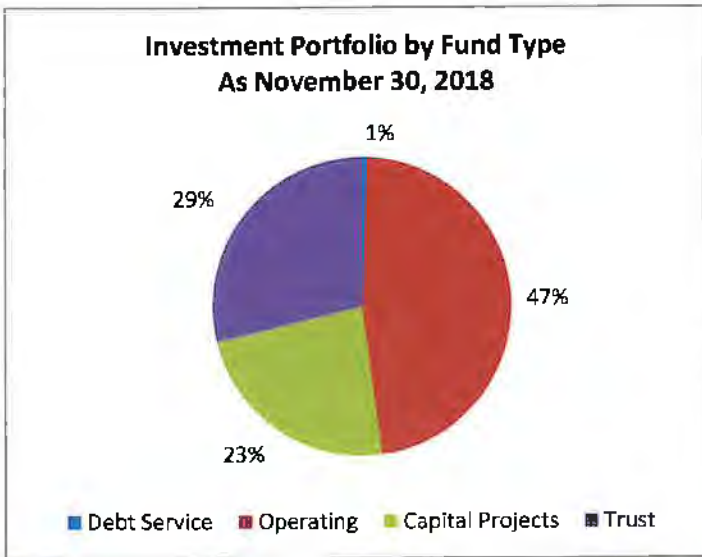


**Total Water Consumption
Month of November**



Village Investments

As of November 30, 2018, the Village's investment portfolio (not including pension trust funds) totaled \$58.9 million. Of this amount, \$27.9 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$31 million is related to debt service, capital projects and trust funds.



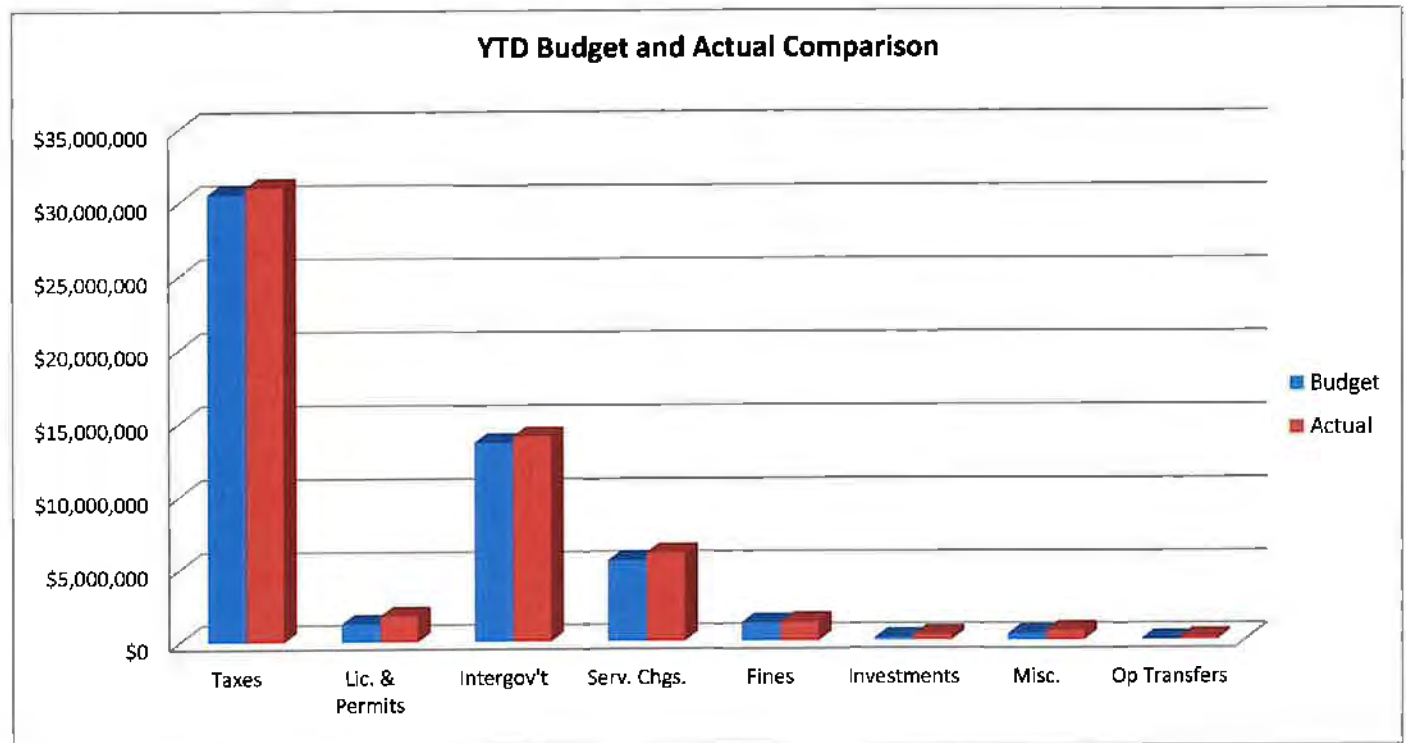
Operating Funds

General Fund

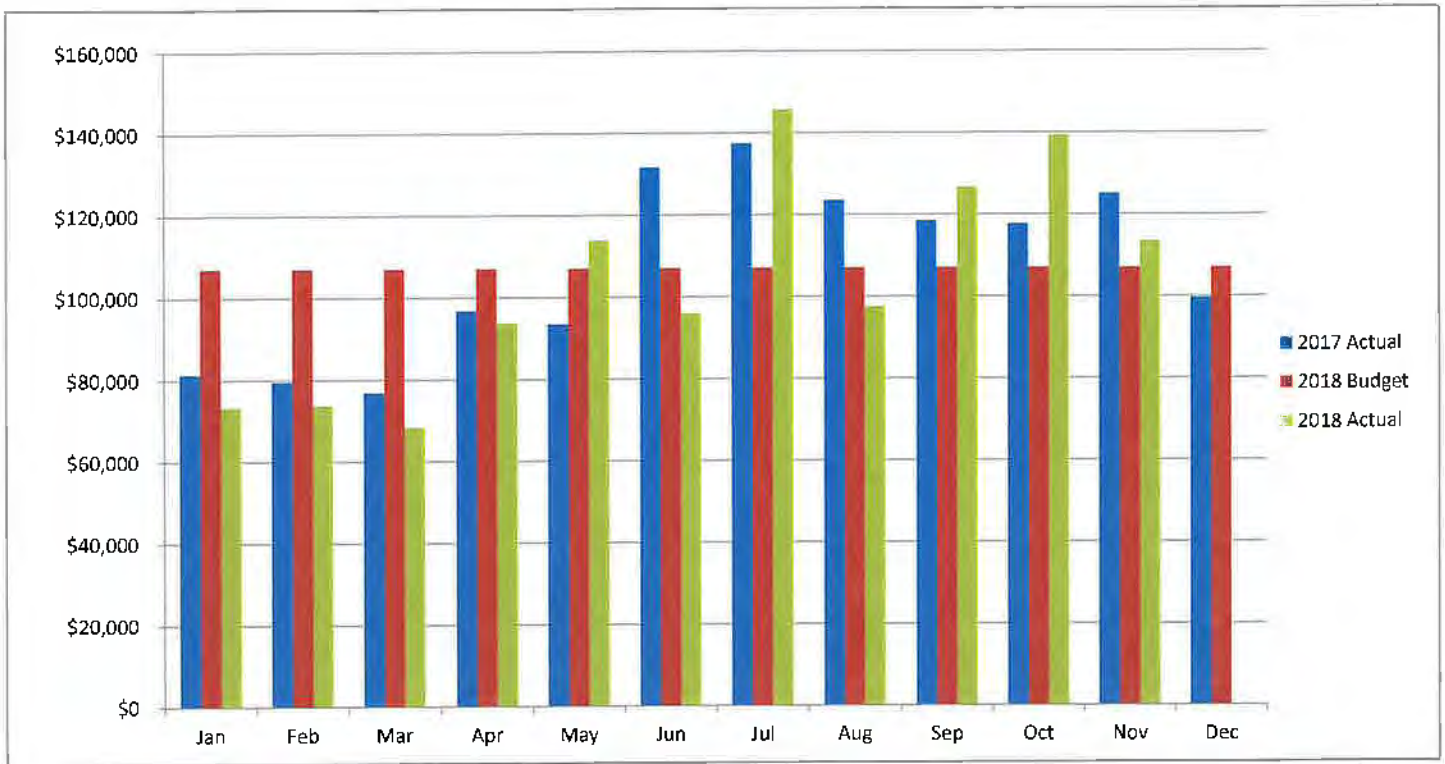
For the month of November, General Fund revenues totaled \$3,106,129 and expenditures totaled \$5,063,696 resulting in a deficit of \$1,957,567.

Revenues: November year-to-date figures are detailed in the table below. Licenses and permits are over budget because of increased permit activity. Charges for services are over budget due to Engineering Fees received from upcoming developments within the Village. 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.

REVENUES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 30,517,448	\$ 30,990,129	1.5%
Licenses & Permits	1,252,792	1,781,725	42.2%
Intergovernmental	13,597,008	14,031,750	3.2%
Charges for Services	5,532,997	6,069,065	9.7%
Fines & Forfeits	1,215,500	1,283,272	5.6%
Investments	174,167	389,869	123.8%
Miscellaneous	424,426	663,250	56.3%
Operating Transfers	45,833	186,374	0.0%
TOTAL	\$ 52,760,171	\$ 55,395,434	5.0%

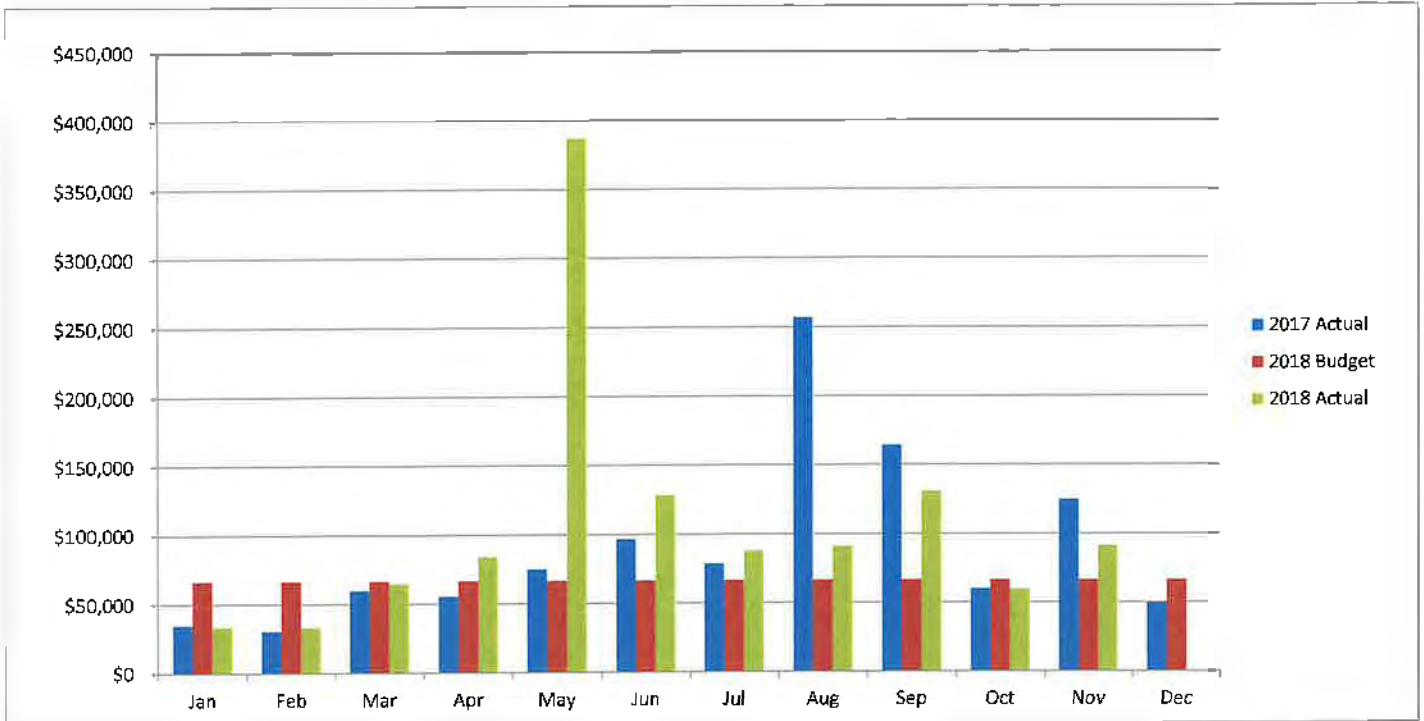


Hotel Tax



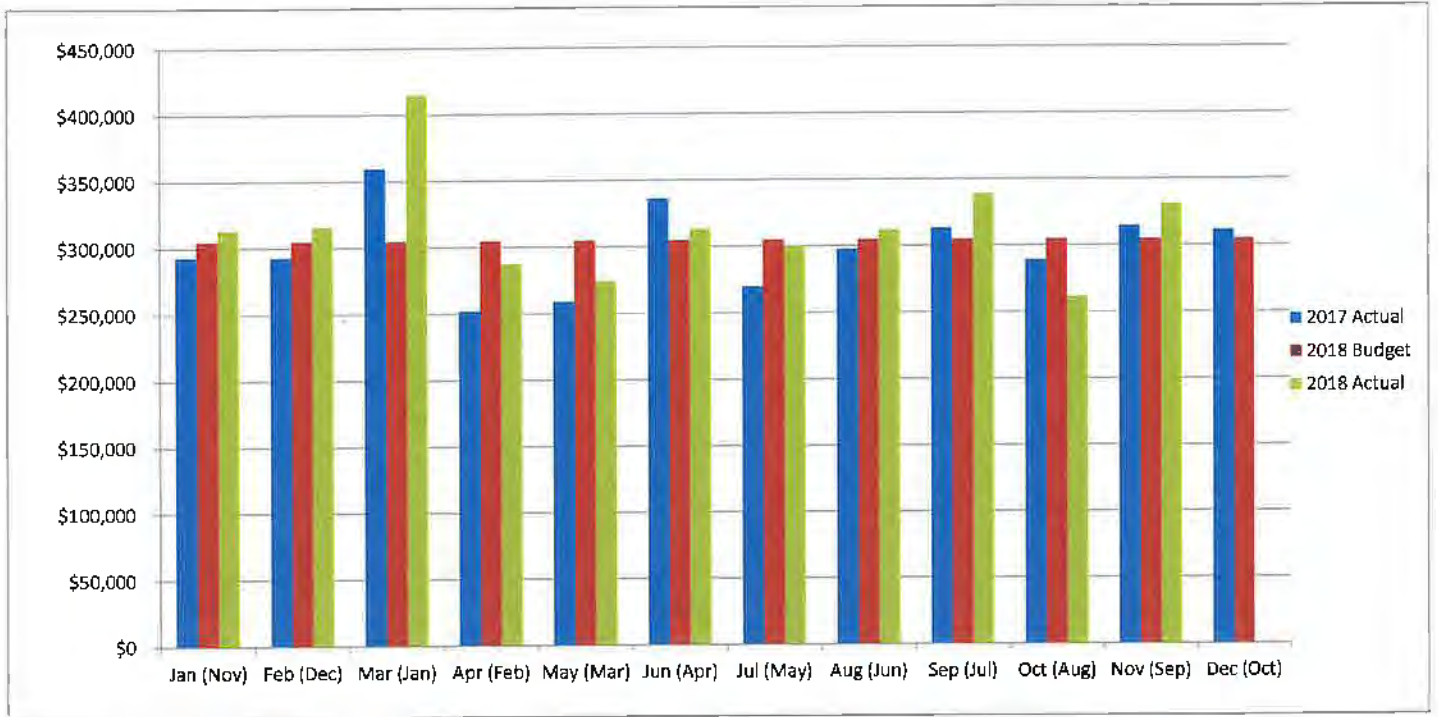
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 81,414	\$ 107,083	\$ 73,426	\$ (33,657)
Feb	79,723	107,083	73,833	(66,908)
Mar	76,961	107,083	68,427	(105,564)
Apr	96,865	107,083	93,845	(118,802)
May	93,566	107,083	114,055	(111,831)
Jun	131,686	107,083	96,120	(122,794)
Jul	137,580	107,083	145,737	(84,140)
Aug	123,587	107,083	97,633	(93,591)
Sep	118,499	107,083	126,735	(73,939)
Oct	117,732	107,083	139,436	(41,586)
Nov	125,121	107,083	113,644	(35,026)
Dec	99,747	107,083		
YTD Totals	\$ 1,282,481	\$ 1,285,000	\$ 1,142,891	

Real Estate Transfer Tax



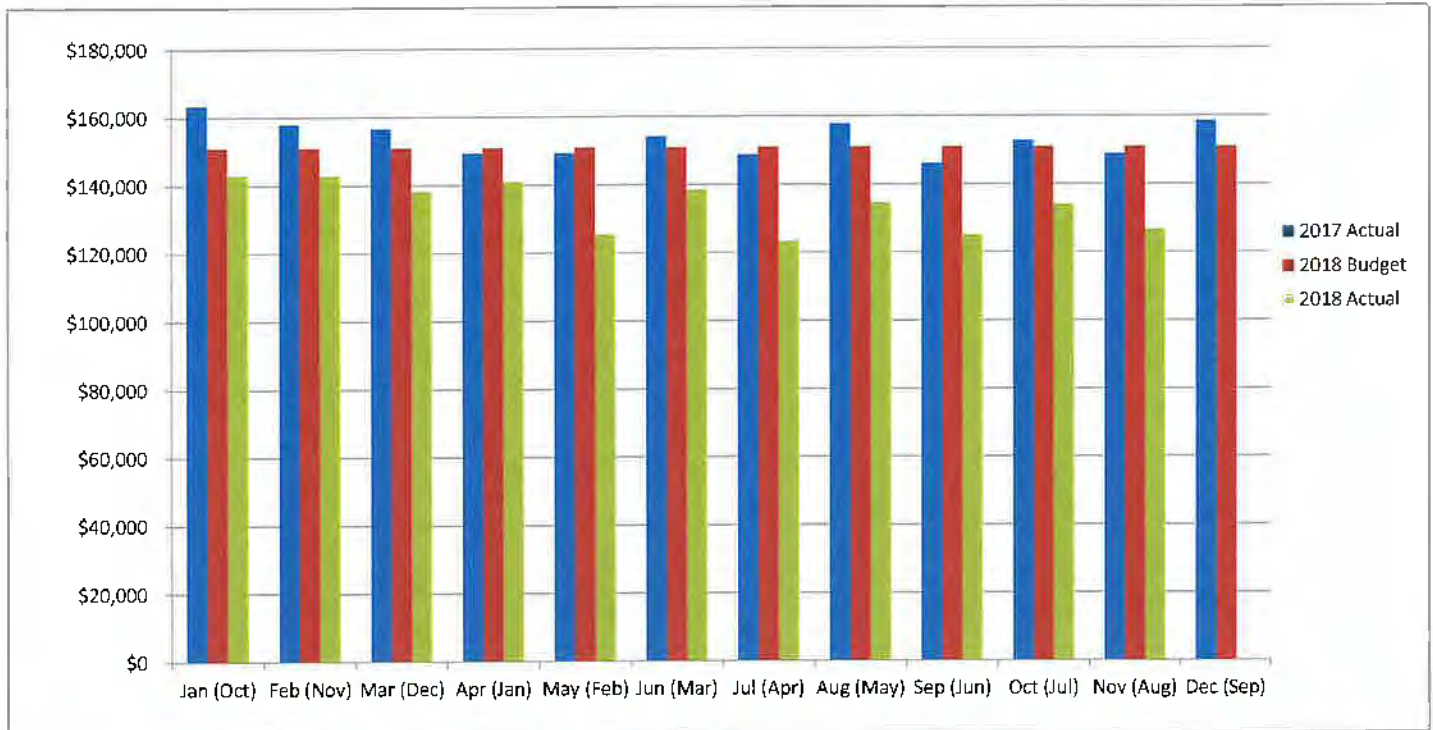
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 35,132	\$ 66,667	\$ 33,669	\$ (32,998)
Feb	30,558	66,667	33,215	(66,449)
Mar	59,905	66,667	64,943	(68,173)
Apr	55,537	66,667	84,196	(50,644)
May	75,058	66,667	386,938	269,628
Jun	96,733	66,667	128,366	331,327
Jul	78,722	66,667	87,683	352,343
Aug	256,935	66,667	91,143	376,820
Sep	164,363	66,667	130,898	441,051
Oct	60,086	66,667	59,570	433,954
Nov	124,838	66,667	91,474	458,762
Dec	50,047	66,667	-	-
YTD Totals	<u>\$ 1,087,914</u>	<u>\$ 800,000</u>	<u>\$ 1,192,095</u>	

Home Rule Sales Tax



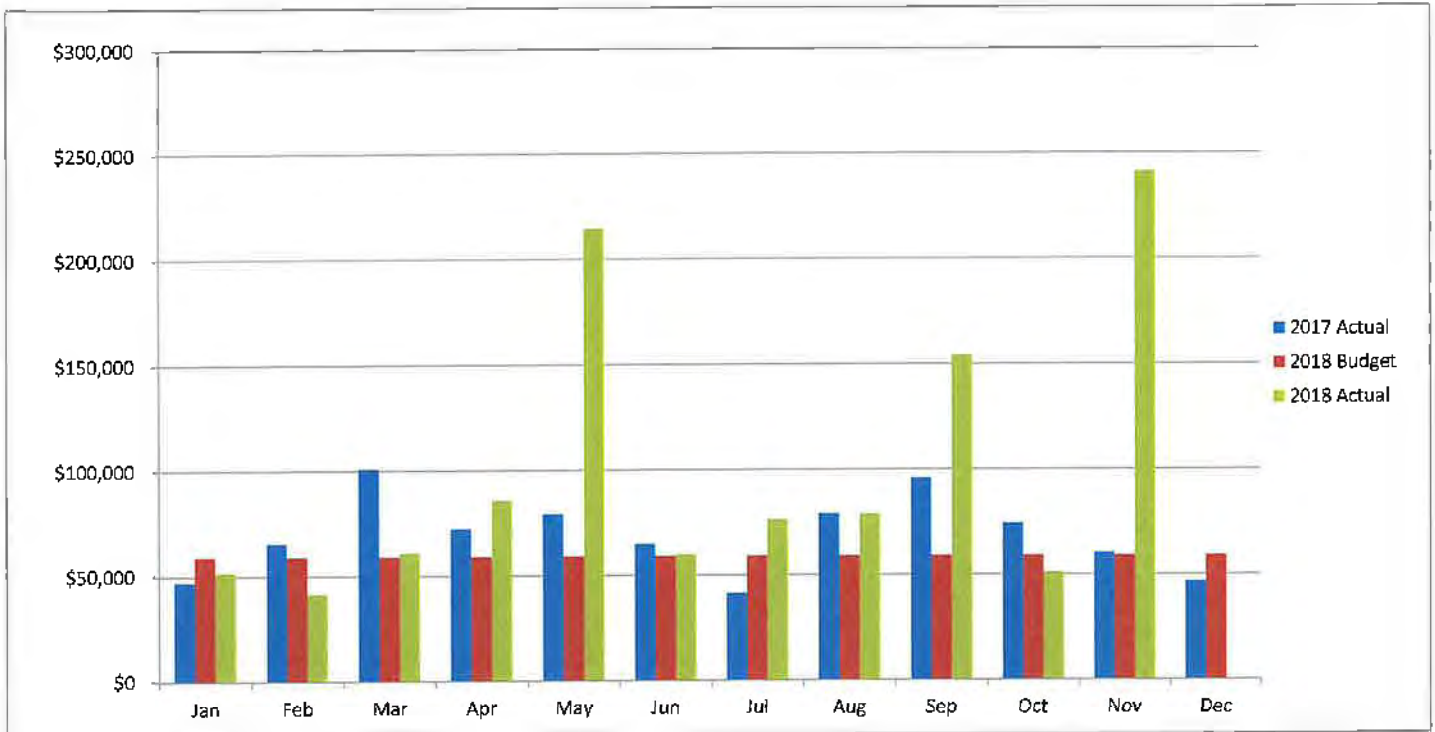
<u>Month Received (Liability Period)</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan (Nov)	\$ 293,338	\$ 305,000	\$ 313,635	\$ 8,635
Feb (Dec)	292,978	305,000	316,042	19,677
Mar (Jan)	359,794	305,000	415,305	129,982
Apr (Feb)	252,424	305,000	287,678	112,660
May (Mar)	259,148	305,000	274,533	82,193
Jun (Apr)	336,344	305,000	313,381	90,574
Jul (May)	269,843	305,000	300,246	85,820
Aug (Jun)	297,839	305,000	311,998	92,816
Sep (Jul)	313,282	305,000	339,100	126,918
Oct (Aug)	289,460	305,000	261,779	83,695
Nov (Sep)	315,084	305,000	331,367	110,062
Dec (Oct)	311,909	305,000		
YTD Totals	<u>\$ 3,591,442</u>	<u>\$ 3,660,000</u>	<u>\$ 3,465,062</u>	

Telecommunications Tax



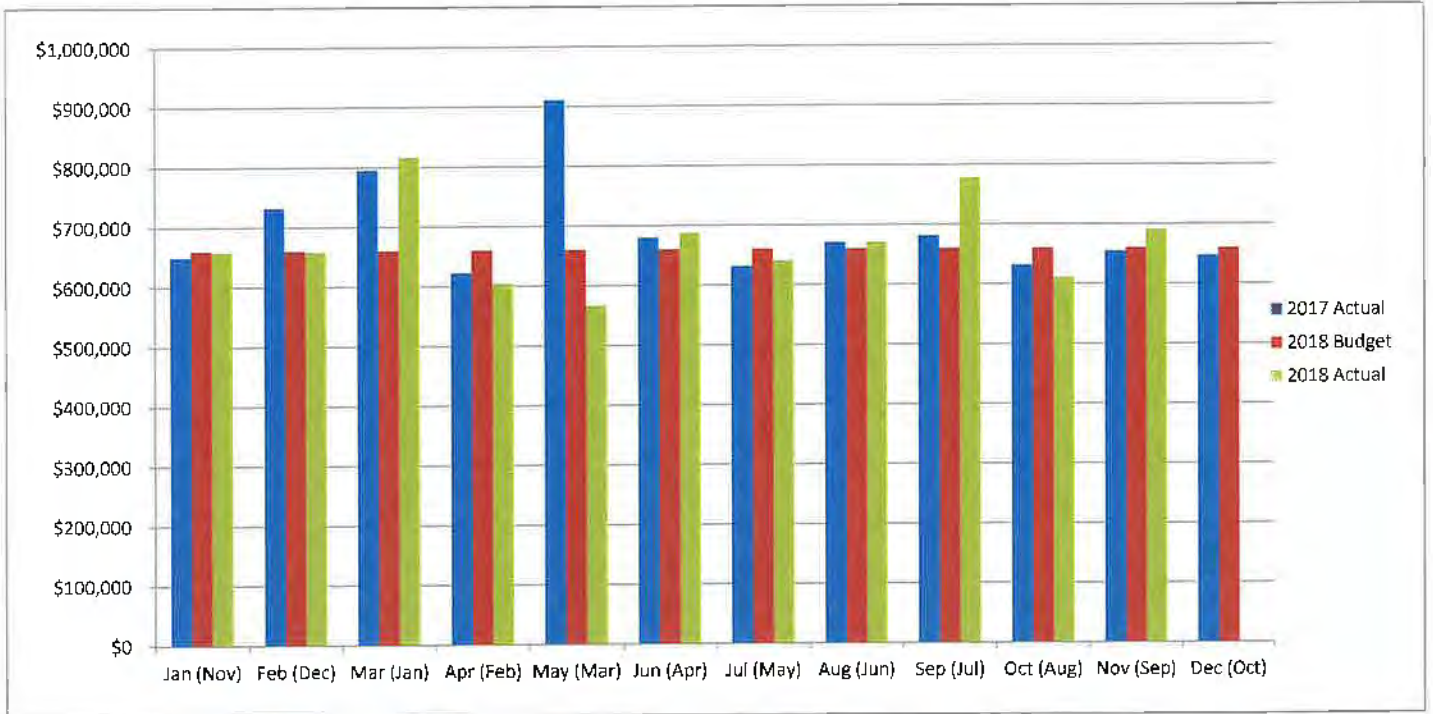
Month Received (Liability Period)	2017 Actual	2018 Budget	2018 Actual	Cumulative Variance 2018 Actual vs. Budget
Jan (Oct)	\$ 163,399	\$ 151,042	\$ 143,036	\$ (8,006)
Feb (Nov)	157,995	151,042	142,880	(16,167)
Mar (Dec)	156,644	151,042	138,304	(28,905)
Apr (Jan)	149,435	151,042	141,076	(38,871)
May (Feb)	149,407	151,042	125,439	(64,473)
Jun (Mar)	154,229	151,042	138,619	(76,896)
Jul (Apr)	148,853	151,042	123,374	(104,564)
Aug (May)	157,762	151,042	134,787	(120,818)
Sep (Jun)	146,211	151,042	125,192	(146,668)
Oct (Jul)	152,804	151,042	134,173	(163,537)
Nov (Aug)	148,887	151,042	126,705	(187,873)
Dec (Sep)	158,537	151,042		
YTD Totals	\$ 1,844,162	\$ 1,812,500	\$ 1,473,585	

Building Permits



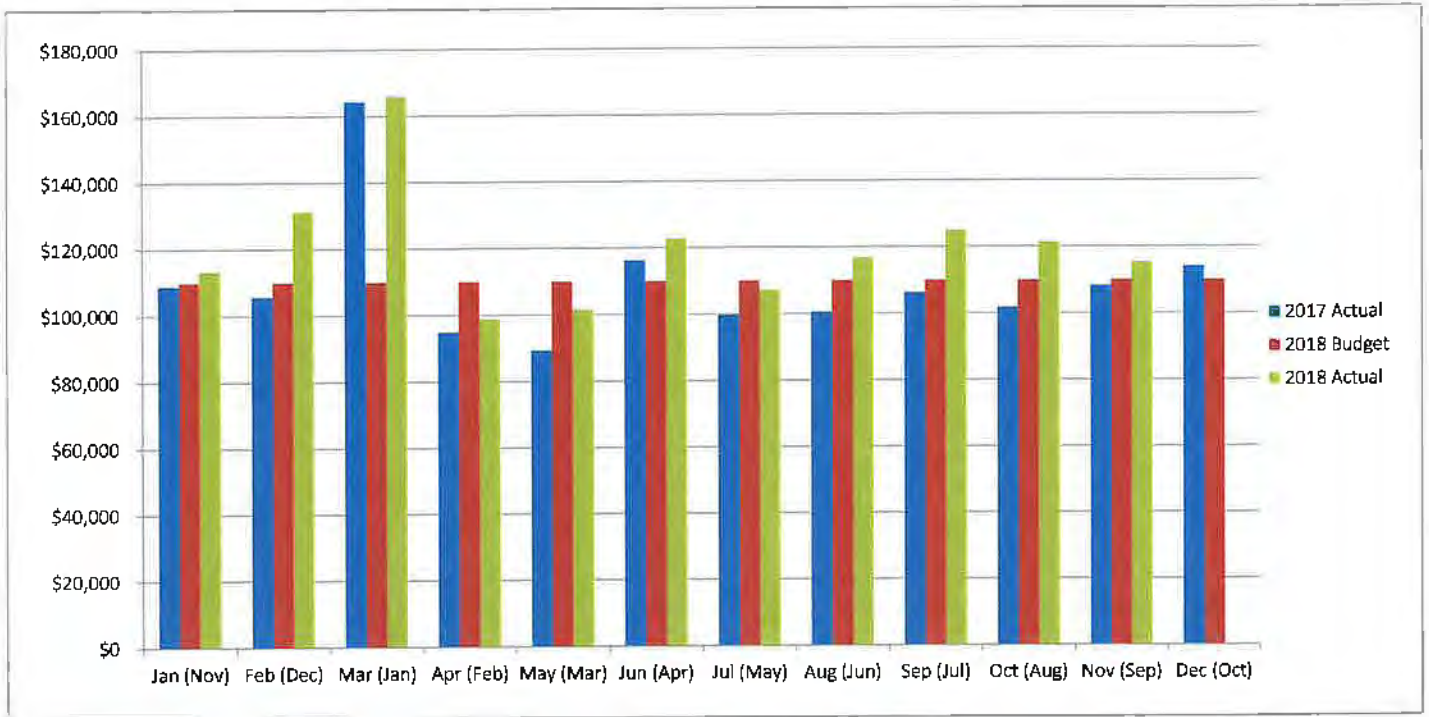
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 47,243	\$ 59,167	\$ 51,874	\$ (7,293)
Feb	65,665	59,167	41,660	(24,799)
Mar	100,988	59,167	61,020	(22,946)
Apr	72,363	59,167	85,963	3,850
May	79,342	59,167	214,601	159,285
Jun	64,910	59,167	60,036	160,154
Jul	41,452	59,167	76,387	177,374
Aug	79,087	59,167	78,987	197,195
Sep	95,819	59,167	154,270	292,298
Oct	74,432	59,167	51,320	284,451
Nov	60,428	59,167	241,375	466,660
Dec	46,715	59,167		
YTD Totals	\$ 828,445	\$ 710,000	\$ 1,117,493	

State Sales Tax



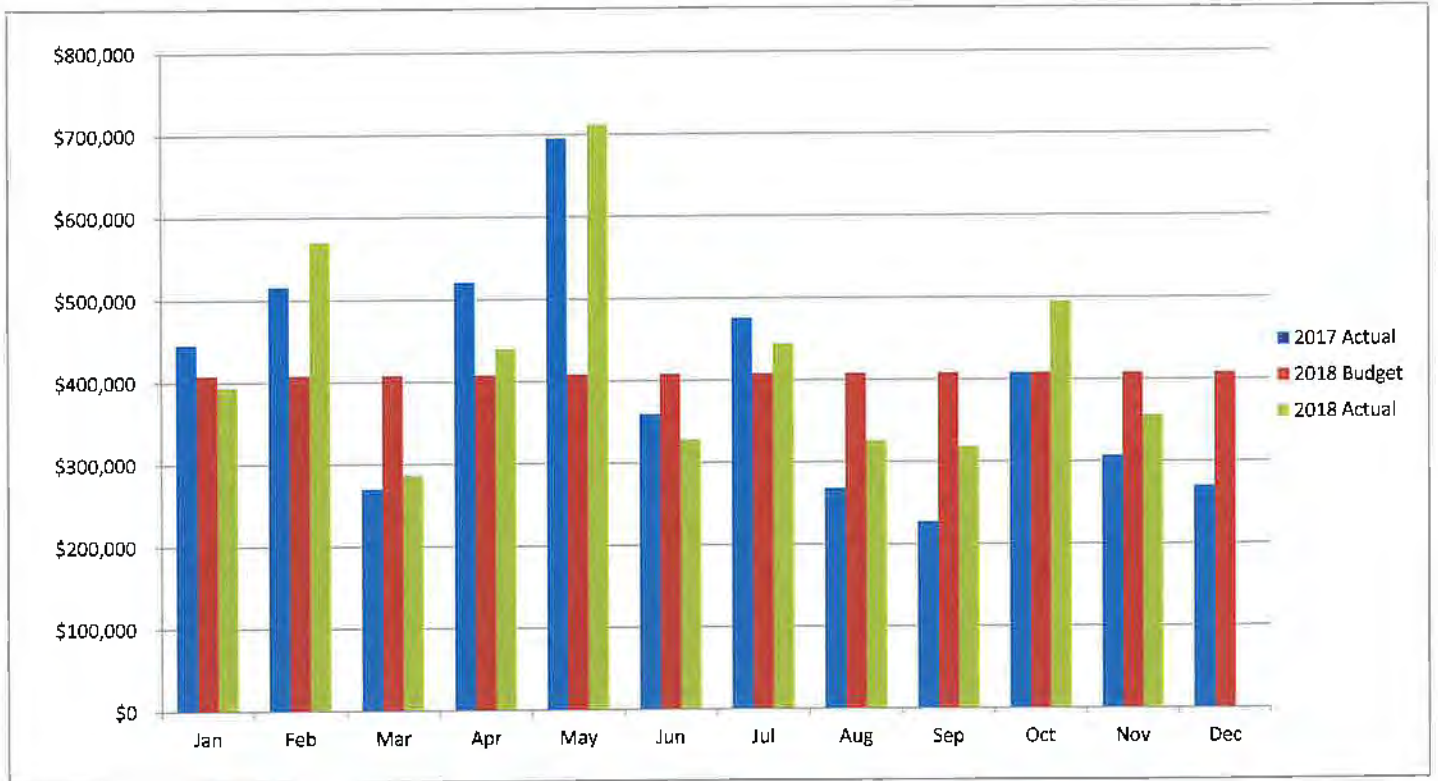
<u>Month Received (Liability Period)</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan (Nov)	\$ 650,327	\$ 660,292	\$ 659,220	\$ (1,072)
Feb (Dec)	732,873	660,292	659,346	(2,017)
Mar (Jan)	795,543	660,292	817,105	154,796
Apr (Feb)	623,246	660,292	604,906	99,410
May (Mar)	911,242	660,292	567,645	6,764
Jun (Apr)	680,702	660,292	688,018	34,490
Jul (May)	632,257	660,292	641,453	15,651
Aug (Jun)	671,209	660,292	670,995	26,355
Sep (Jul)	682,286	660,292	778,220	144,283
Oct (Aug)	632,185	660,292	611,782	95,773
Nov (Sep)	654,978	660,292	691,562	127,044
Dec (Oct)	648,040	660,292		
YTD Totals	\$ 8,314,885	\$ 7,923,500	\$ 7,390,252	

Local Use Tax



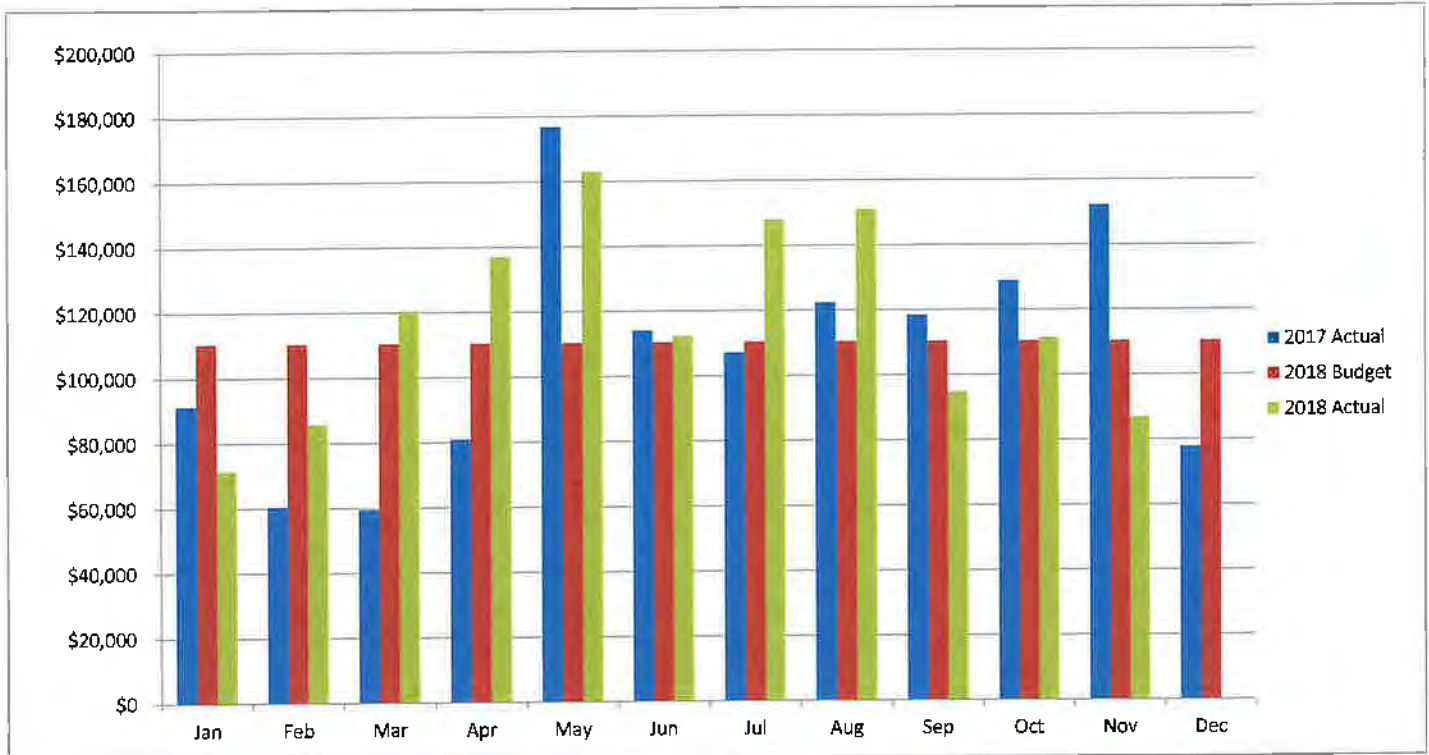
Month Received (Liability Period)	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	Cumulative Variance 2018 Actual vs. Budget
Jan (Nov)	\$ 108,978	\$ 110,000	\$ 113,343	\$ 3,343
Feb (Dec)	105,805	110,000	131,295	24,638
Mar (Jan)	164,414	110,000	166,066	80,704
Apr (Feb)	94,978	110,000	98,851	69,555
May (Mar)	89,385	110,000	101,658	61,213
Jun (Apr)	116,238	110,000	122,767	73,980
Jul (May)	99,818	110,000	107,147	71,127
Aug (Jun)	100,570	110,000	116,836	77,963
Sep (Jul)	106,373	110,000	125,126	93,089
Oct (Aug)	101,838	110,000	121,382	104,471
Nov (Sep)	108,303	110,000	115,439	109,910
Dec (Oct)	114,136	110,000		
YTD Totals	<u>\$ 1,310,833</u>	<u>\$ 1,320,000</u>	<u>\$ 1,319,910</u>	

Income Tax



2016-2017			2017-2018				Cumulative Variance 2018 Actual vs. Budget
Month Received	Liab Pd	2017 Actual	Month Received	2018 Budget	Liab Pd	2018 Actual	
Jan	Dec-16	\$ 446,231	Jan	\$ 408,333	Dec-17	\$ 394,357	\$ (13,976)
Feb	Jan-17	516,095	Feb	408,333	Jan-18	570,829	148,519
Mar	Feb-17	270,127	Mar	408,333	Feb-18	286,970	27,156
Apr	Mar-17	520,933	Apr	408,333	Mar-18	440,655	59,478
May	Apr-17	695,546	May	408,333	Apr-18	711,744	362,888
Jun	May-17	359,714	Jun	408,333	May-18	328,799	283,354
Jul	Jun-17	475,857	Jul	408,333	Jun-18	444,568	319,589
Aug	Jul-17	268,236	Aug	408,333	Jul-18	326,342	237,597
Sep	Aug-17	227,411	Sep	408,333	Aug-18	318,497	147,761
Oct	Sep-17	408,405	Oct	408,333	Sep-18	495,002	234,430
Nov	Oct-17	307,361	Nov	408,333	Oct-18	356,515	182,611
Dec	Nov-17	270,596	Dec	408,333	Nov-18		
YTD Totals		<u>\$ 4,766,512</u>		<u>\$ 4,900,000</u>		<u>\$ 4,674,278</u>	

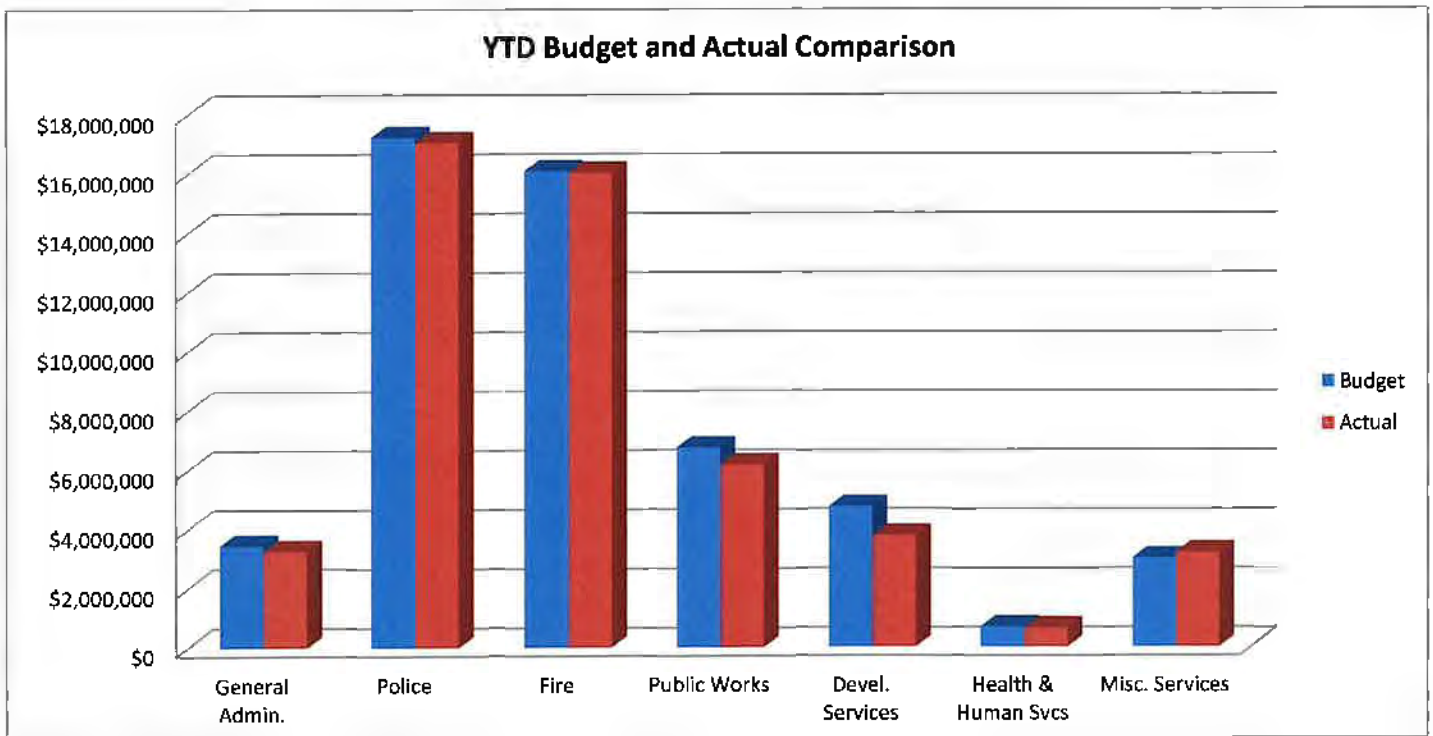
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<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 91,503	\$ 110,500	\$ 71,631	\$ (38,869)
Feb	60,552	110,500	85,889	(63,480)
Mar	59,724	110,500	120,617	(53,363)
Apr	81,067	110,500	137,043	(26,820)
May	176,866	110,500	163,094	25,774
Jun	114,176	110,500	112,383	27,657
Jul	107,239	110,500	148,104	65,261
Aug	122,441	110,500	151,117	105,878
Sep	118,445	110,500	94,939	90,317
Oct	129,049	110,500	111,532	91,349
Nov	152,189	110,500	86,923	67,772
Dec	77,893	110,500		
YTD Totals	\$ 1,291,144	\$ 1,326,000	\$ 1,283,272	

Expenditures: General Fund expenditures in November were \$359,479 above the budgeted figure of \$4,704,217. The summary of year-to-date actuals versus budgeted expenditures shown below reflect mostly positive variances for the Village departments for the year. Miscellaneous expenditures are over budget due to the scheduled debt service payments processed ahead of the December 1st due date.

EXPENDITURES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 340,560	\$ 340,704	0.0%
Administration	547,681	549,000	-0.2%
Legal	475,347	395,586	16.8%
Finance	969,888	964,776	0.5%
Village Clerk	191,758	186,468	2.8%
HRM	550,348	495,499	10.0%
Communications	208,377	173,372	16.8%
Cable TV	159,518	149,036	6.6%
Police	17,233,773	17,056,842	1.0%
Fire	16,086,363	16,035,674	0.3%
Public Works	6,737,738	6,174,116	8.4%
Development Services	4,733,740	3,764,581	20.5%
H&HS	671,697	637,031	5.2%
Miscellaneous	2,993,406	3,187,269	-6.5%
TOTAL	\$ 51,900,194	\$ 50,109,954	3.4%



Department News

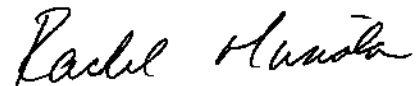
During the month of November, the following training sessions were attended by Finance staff:

- Attended an IGFOA workshop "Turn Soft Skills into Assets of Persuasion" which focused on body language communication, increasing personal confidence, learning to recognize signs of discomfort or deceit, and understanding generational differences in body language signals (Assistant Director and Accountant II).
- Attended ADA & FMLA supervisor Human Resource Management Department (multiple finance personnel and Village staff).
- Attended IGFOA Pension Institute (Finance Director and Village Treasurer).

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

- Participated in the annual Capital Improvements Board Meeting (Finance Director, Assistant Director, other Village staff).
- Participated in the annual Budget Workshop with the Finance Committee (Finance Director, Assistant Director, other Village staff).
- Attended multiple IGFOA Professional Education Committee planning meetings (Finance Director).
- Attended audit planning meeting for upcoming annual operations audit (Finance Director, Assistant Director).

Respectfully Submitted,



Rachel Musiala

MONTHLY REPORT STATISTICS

November-18

	Nov-18	YTD Nov-18	Nov-17	YTD Nov-17	% Inc / Dec	
					Month	Year
<u>Credit Card Transactions</u>						
Finance and Code Front Counter						
Number	464	5,987	537	6,643	-13.6%	-9.9%
Amount	\$ 56,060	892,741	\$ 92,770	1,102,722	-39.6%	-19.0%
Internet Sales						
Number	2,182	27,119	2,285	26,637	-4.5%	1.8%
Amount	\$ 194,539	2,579,092	\$ 220,140	2,494,144	-11.6%	3.4%
Total						
Number	2,646	33,106	2,822	33,280	-6.2%	-0.5%
Amount	\$ 250,599	3,471,833	\$ 312,911	\$ 3,596,866	-19.9%	-3.5%
Credit Card Company Fees						
General Fund	\$ 49	17,881	\$ 2,074	22,975	-97.6%	-22.2%
Municipal Waste Fund	-	6,073	656	1,551	-100.0%	291.6%
Water Fund	2,334	59,904	5,894	75,153	-60.4%	-20.3%
Total Fees	\$ 2,383	\$ 83,857	\$ 8,624	\$ 99,678	-72.4%	-15.9%
<u>Accounts Receivable</u>						
Invoices Mailed						
Number	99	605	65	740	52.3%	8.8%
Amount	\$ 101,995	1,919,761	\$ 92,495	1,733,242	10.3%	10.8%
Invoices Paid						
Number	63	767	70	808	-10.0%	-5.1%
Amount	\$ 74,180	1,848,873	\$ 73,620	1,733,035	0.8%	6.7%
Reminders Sent						
Number	7	176	32	233	-78.1%	-24.5%
Amount	\$ 10,570	307,752	\$ 7,642	136,723	38.3%	125.1%
<u>Accounts Payable</u>						
Checks Issued						
Number	381	3,625	408	4,054	-6.6%	-10.6%
Amount	\$ 2,708,950	21,165,049	\$ 2,310,883	31,907,535	17.2%	-33.7%
Manual Checks Issued						
Number	34	336	39	372	-12.8%	-9.7%
As % of Total Checks	8.92%	9.27%	9.56%	9.18%	-6.6%	1.0%
Amount	\$ 56,623	2,668,757	\$ 31,535	10,913,593	79.6%	-75.5%
As % of Total Checks	2.09%	12.61%	1.36%	34.20%	53.2%	-63.1%
<u>Utility Billing</u>						
New Utility Accounts	142	1,723	151	1,543	-6.0%	11.7%
Bills Mailed / Active Accounts	15,652	171,747	15,574	171,120	0.5%	0.4%
Final Bills Mailed	142	1,723	151	1,556	-6.0%	10.7%
Shut-Off Notices	1,319	15,694	1,540	14,663	-14.4%	7.0%
Actual Shut-Offs	87	1,162	130	1,112	-33.1%	4.5%
Total Billings	\$ 1,765,851	20,136,811	\$ 1,755,730	19,890,732	0.6%	1.2%
Direct Debit (ACH) Program						
New Accounts	24	338	71	306	-66.2%	10.5%
Closed Accounts	(113)	(176)	106	355	-206.6%	-149.6%
Total Accounts	3,183	30,470	2,610	29,133	22.0%	4.6%
As % of Active Accounts	20.34%	17.74%	16.76%	17.02%	3.6%	4.2%
Water Payments Received in Current Month						
Total Bills Mailed	15,652	171,747	15,574	171,120	0.5%	0.4%
ACH Payments	3,183	30,470	2,610	29,133	22.0%	4.6%
ACH Payments-% of Total Bills	20.34%	17.74%	16.76%	17.02%	21.3%	4.2%
On-line Payments (Internet Sales)	1,814	23,760	1,954	23,556	-7.2%	0.9%
On-line Payments-% of Total Bills	11.59%	13.83%	12.55%	13.77%	-7.6%	0.5%
Over-the-phone Payments	788	10,866	1,068	10,563	-26.2%	2.9%
Over-the-phone Payments-% of Total Bills	5.03%	6.33%	6.86%	6.17%	-26.6%	2.5%
Mail-in Payments	9,466	102,974	9,327	104,569	1.5%	-1.5%
Mail-in Payments-% of Total Bills	60.48%	59.96%	59.89%	61.11%	1.0%	-1.9%

WATER BILLING ANALYSIS
November 30, 2018

Residential Billings
Average Monthly Consumption/Customer

<u>Month Billed</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
November	4,590	4,330	4,375
December	4,036	4,214	4,198
January	4,916	4,897	4,538
February	4,175	4,177	4,486
March	4,169	3,914	3,845
April	4,276	4,242	4,206
May	4,437	4,257	4,213
June	4,595	4,595	4,633
July	5,010	5,214	4,505
August	5,431	4,965	5,439
September	5,068	4,951	4,782
October	4,474	5,003	4,379
November	4,330	4,375	4,147
13 Month Average -	4,577	4,549	4,442
% Change -	-1.1%	-0.6%	-2.3%

Total Water Customers

Average Bill

<u>Customer Type</u>	<u>Total Water Customers</u>			<u>Customer Type</u>	<u>Average Bill</u>		
	<u>Nov-17</u>	<u>Nov-18</u>	<u>% Change</u>		<u>Nov-17</u>	<u>Nov-18</u>	<u>% Change</u>
Residential	14,661	14,727	0.5%	Residential	\$ 54.77	\$ 54.49	-0.5%
Commercial	913	925	1.3%				
Total	15,574	15,652	0.5%				

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

	<u>Month-To-Date</u>				<u>Year-To-Date</u>		
	<u>Nov-17</u>	<u>Nov-18</u>	<u>% Change</u>		<u>Nov-17</u>	<u>Nov-18</u>	<u>% Change</u>
Residential	64	61	-4.9%	Residential	738	722	-2.2%
Commercial	47	46	-2.2%	Commercial	538	514	-4.5%
	111	107	-3.6%		1,276	1,236	-3.1%

STATEMENT OF INVESTMENTS-VILLAGE
As of November 30, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>General Fund</u>						
Illinois Funds - General	09/30/86		4,326,334.31			2.228
Illinois Funds - Veterans Memorial	05/01/92		303.66			2.228
IMET Convenience Fund	10/20/05		2,783.26			2.100
Citibank SDA	11/07/08		730,438.99			1.500
Chase Money Market	03/06/18		3,549,374.78			1.490
CD with PMA	08/22/13		13,484,968.05	13,484,968.05	13,797,540.88	0.375
			<u>22,094,203.05</u>			
<u>Motor Fuel Tax</u>						
Illinois Funds	09/30/86		53,731.58			2.228
Citibank SDA	11/07/08		12,497.88			1.500
CD with PMA	08/22/13		53,268.80	53,268.80	54,511.84	0.375
			<u>119,498.26</u>			
<u>Asset Seizure - Federal</u>						
Illinois Funds	06/09/99		4,239.79			2.228
<u>Asset Seizure - State</u>						
Illinois Funds	11/30/98		54,294.96			2.228
<u>Asset Seizure - BATTLE</u>						
Illinois Funds	07/10/08		149.14			2.228
<u>Municipal Waste System</u>						
Illinois Funds	08/31/98		7,713.10			2.228
<u>2005A G.O. Debt Serv.</u>						
Illinois Funds	11/30/04		300,547.77			2.228
<u>Central Road Corridor Improv.</u>						
Illinois Funds	12/15/88		9,482.52			2.228
Citibank SDA	11/07/08		19,516.27			1.500
			<u>28,998.79</u>			
<u>Hoffman Blvd Bridge Maintenance</u>						
Illinois Funds	07/01/98		10,886.70			2.228
CD with PMA	08/22/13		181,436.04	181,436.04	185,670.01	0.375
Citibank SDA	02/10/11		104,475.19			1.500
			<u>296,797.93</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of November 30, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Western Corridor</u>						
Illinois Funds	06/30/01		37,315.55			2.228
CD with PMA	08/22/13		3,434,530.77	3,434,530.77	3,505,239.43	
Citibank SDA	01/07/09		64,652.05			1.500
			<u>3,536,498.37</u>			
<u>EDA Series 1991 Project</u>						
Illinois Funds	08/22/91		1,042,491.41			2.228
Citibank SDA	02/10/11		235,670.50			-
			<u>1,278,161.91</u>			
<u>Road Improvement</u>						
Illinois Funds	01/01/15		729,518.58			
Chase Money Market	03/06/18		506,360.56			1.490
CD with PMA	03/09/17		400,000.00	400,000.00	406,094.19	
Citibank SDA			477,505.66			2.100
			<u>2,113,384.78</u>			
<u>Capital Improvements</u>						
Illinois Funds	12/31/96		1,213.87			2.228
Citibank SDA	01/07/09		242,459.12			1.500
			<u>243,672.99</u>			
<u>Capital Vehicle & Equipment</u>						
Illinois Funds	12/31/96		22,691.21			2.228
Citibank SDA	01/07/09		69,532.04			1.500
			<u>92,223.25</u>			
<u>Capital Replacement</u>						
Illinois Funds	02/01/98		3,206.57			2.228
CD with PMA	08/22/13		486,014.72	486,014.72	497,474.20	0.375
			<u>489,221.29</u>			
<u>Water and Sewer</u>						
Illinois Funds	09/30/86		9,917.30			2.228
Citibank SDA	11/07/08		54,753.34			1.500
Chase Money Market	03/06/18		1,164,629.28			1.490
CD with PMA			667,513.04	667,513.04	683,043.28	
			<u>1,896,812.96</u>			
<u>Water and Sewer-2015 Bond Projects</u>						
Citibank SDA	08/12/15		299,683.02			1.500

STATEMENT OF INVESTMENTS-VILLAGE
As of November 30, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Water and Sewer-2017 Bond Projects</u>						
Citibank SDA	09/13/17		1,378,809.82			1.500
CD with PMA	09/13/17		4,047,630.00	4,047,630.00	4,146,162.02	
			<u>5,426,439.82</u>			
<u>Sears Operating</u>						
Illinois Funds			2,491.87			
Citibank SDA			30,446.23	400,000.00	406,094.19	
			<u>432,938.10</u>			
<u>Insurance</u>						
Illinois Funds	11/10/87		15,908.92			2.228
Citibank SDA	11/07/08		34,575.59			1.500
CD with PMA	08/22/13		2,229,708.42	2,229,708.42	2,275,053.72	0.375
			<u>2,280,192.93</u>			
<u>Information Systems</u>						
Illinois Funds	02/01/98		78,479.76			2.228
Citibank SDA	11/07/08		344,110.40			
CD with PMA			244,600.00	244,600.00	249,845.02	
			<u>667,190.16</u>			
<u>EDA Special Tax Alloc.</u>						
Citibank SDA	11/07/08		16,951,973.22			
<u>Roselle Road TIF</u>						
Illinois Funds	09/30/03		7,368.73			2.228
CD with PMA	08/22/13		92,655.85	92,655.85	94,818.06	0.375
Citibank SDA	11/07/08		17,944.23			1.500
			<u>117,968.81</u>			
<u>Barr/Higgins TIF</u>						
Illinois Funds	08/26/91		207,827.20			2.228
Total Investments			<u>\$ 58,940,631.60</u>			
Total Invested Per Institution				Percent Invested		
Illinois Funds			6,926,114.48	11.75		
IMET Convenience Fund			2,783.26	0.00		
Chase Money Market			5,220,364.62	8.86		
CD with PMA			25,722,325.69	43.64		
Citibank at PMA			21,069,043.55	35.75		
			<u>\$58,940,631.60</u>	100.00		

STATEMENT OF INVESTMENTS-VILLAGE
As of November 30, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
Total Invested Per Institution Excluding all Trust and EDA Funds				<u>Percent Invested</u>		
Illinois Funds			5,883,623.07	14.45		
IMET			2,783.26	0.01		
Chase Money Market			5,220,364.62	12.82		
CD with PMA			25,722,325.69	63.18		
Citibank at PMA			3,881,399.83	9.53		
			<u>\$40,710,496.47</u>	<u>100.00</u>		
Total Invested Per Fund						
Total Investments - Operating Funds				\$27,883,028.46		
Total Investments - Debt Service Funds				\$300,547.77		
Total Investments - Trust Funds				\$16,951,973.22		
Total Investments - Capital Projects Funds				\$13,805,082.15		
Total Investments - All Funds				<u>\$58,940,631.60</u>		

PMA CERTIFICATE OF DEPOSITS
November 30, 2018

	Settlement	Maturity	Cost	Interest Rate
GENERAL FUND				
Western Alliance Bank	03/06/18	12/14/18	1,500,000.00	1.965%
Modern Bank, National Association	06/22/18	12/19/18	247,300.00	2.143%
Saco & Biddeford Savings Inst	03/09/17	03/07/19	241,914.72	1.170%
Morton Community Bank	03/09/17	03/07/19	241,914.72	1.170%
Prudential Savings Bank	03/09/17	03/07/19	241,914.72	1.170%
1st Colonial Natl Bank	03/09/17	03/07/19	241,914.72	1.170%
Columbus Bank & Trust Company	03/15/18	03/14/19	241,737.32	2.100%
Union Bank Company	03/15/18	03/14/19	241,737.32	2.100%
TransPecos Banks	03/15/18	03/14/19	241,737.32	2.100%
Hawthorn Bank	03/15/18	03/14/19	241,737.32	2.100%
ZB, National Association	03/15/18	03/14/19	241,737.32	2.100%
Iowa State Bank	03/15/18	03/14/19	241,737.32	2.100%
Fort Jennings State Bank	03/15/18	03/14/19	241,737.32	2.100%
Marlborough Savings Bank	03/15/18	03/14/19	209,493.30	2.100%
Post Oak Bank, N.A.	06/21/18	06/21/19	244,200.00	2.350%
Premier Bank	06/21/18	06/21/19	244,200.00	2.353%
Servisfirst Bank	06/21/18	06/21/19	244,100.00	2.378%
Sonabank	06/21/18	06/21/19	244,100.00	2.393%
Pacific Western Bank	06/29/18	06/28/19	244,300.00	2.281%
Bank of China, NY	07/26/18	07/25/19	2,762,271.98	2.480%
Bank of China, NY	09/27/18	09/26/19	1,750,000.00	2.520%
Citibank	11/01/18	10/31/19	3,135,182.65	2.050%
GENERAL FUND TOTALS:			\$ 13,484,968.05	
MFT FUND				
Pacific Commerce Bank	03/09/17	03/07/19	53,268.80	1.170%
MFT TOTALS:			\$ 53,268.80	
HOFFMAN BLVD BRIDGE FUND				
First National Bank & Trust Co	03/09/17	03/07/19	181,436.04	1.170%
HOFFMAN BLVD BRIDGE TOTALS:			\$ 181,436.04	
WESTERN CORRIDOR FUND				
Western Alliance Bank	03/06/18	12/14/18	500,000.00	1.965%
Landmark Bank N.A.	03/09/17	03/07/19	241,914.72	1.170%
First Nation Bank of Sonora	03/09/17	03/07/19	241,914.72	1.170%
St Louis Bank	03/15/18	03/14/19	241,737.32	2.100%
Merrick Bank	06/21/18	06/21/19	244,200.00	2.350%
Millennium Bank	06/21/18	06/21/19	244,100.00	2.378%
New Omni Bank, N.A.	06/21/18	06/21/19	244,200.00	2.350%
Bank of China, NY	07/26/18	07/25/19	243,864.01	2.480%
Bank 7	08/24/18	05/21/19	245,600.00	2.370%
Texas Capital Bank	08/24/18	05/21/19	245,600.00	2.370%
Franklin Synergy Bank	08/24/18	05/21/19	245,700.00	2.350%
Landmark Community Bank	08/24/18	05/21/19	245,700.00	2.340%
Bank of China, NY	9/27/2018	9/26/2019	250,000.00	2.520%
WESTERN CORRIDOR TOTALS:			\$ 3,434,530.77	

PMA CERTIFICATE OF DEPOSITS

November 30, 2018

	Settlement	Maturity	Cost	Interest Rate
ROAD IMPROVEMENT FUND				
Western Alliance Bank	03/06/18	12/14/18	400,000.00	1.965%
ROAD IMPROVEMENT TOTALS:			\$ 400,000.00	
CAPTIAL REPLACEMENT FUND				
Peoples Bank National Association	03/09/17	03/07/19	241,914.72	1.170%
Mainstreet Bank	06/21/18	06/21/19	244,100.00	2.382%
CAPTIAL REPLACEMENT TOTALS:			\$ 486,014.72	
WATER & SEWER FUND				
Western Alliance Bank	03/06/18	12/14/18	200,000.00	1.965%
Citibank	11/01/18	10/31/19	467,513.04	2.050%
WATER & SEWER TOTALS:			\$ 667,513.04	
SEARS CENTRE FUND				
Western Alliance Bank	03/06/18	12/14/18	400,000.00	1.965%
SEARS CENTRE TOTALS:			\$ 400,000.00	
INSURANCE FUND				
Western Alliance Bank	03/06/18	12/14/18	600,000.00	1.965%
Bank of Akron	03/09/17	03/07/19	241,914.72	1.170%
WesBanco Bank	03/09/17	03/07/19	237,321.55	1.170%
United Bank	03/15/18	03/14/19	241,737.32	2.100%
Gold Coast Bank	03/15/18	03/14/19	241,737.32	2.100%
Parke Bank	03/15/18	03/14/19	241,737.32	2.100%
InterBank	03/15/18	03/14/19	161,570.10	2.100%
First National Bank in Green Forest	03/15/18	03/14/19	19,826.08	2.100%
Bank of China, NY	07/26/18	07/25/19	243,864.01	2.480%
INSURANCE TOTALS			\$ 2,229,708.42	
INFORMATION SYSTEM FUND				
Bank of China	03/12/18	03/14/19	244,600.00	2.133%
INFORMATION SYSTEM TOTALS:			\$ 244,600.00	
ROSELLE RD TIF FUND				
First Bank & Trust Company	03/09/17	03/07/19	92,655.85	1.170%
ROSELLE RD TIF TOTALS:			\$ 92,655.85	
2017 BOND PROCEEDS FUND				
ABC Bank/Austin Bank of Chicago	09/13/17	12/03/18	198,500.00	1.362%
CFG Cmmunity Bank	09/13/17	12/03/18	245,800.00	1.393%
TBK Bank, 5SB/The National Bank	09/13/17	12/03/18	245,700.00	1.400%
CIBC Bank USA/ Private Bank-MI	09/13/17	12/02/19	240,700.00	1.675%
United Bank	09/13/17	12/02/19	876,930.00	1.362%
United Bank	09/13/17	08/01/19	1,120,000.00	1.339%
United Bank	09/13/17	04/01/19	1,120,000.00	1.336%
2017 BOND PROCEEDS TOTALS:			\$ 4,047,630.00	
		TOTAL:	\$ 25,722,326	

OPERATING REPORT SUMMARY

REVENUES

November 30, 2018

	<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	100,000	35,823	16,264,510	16,064,181	16,364,510	98.2%	
Hotel Tax	107,083	113,644	1,177,917	1,142,891	1,285,000	88.9%	
Real Estate Transfer Tax	66,667	91,474	733,333	1,192,093	800,000	149.0%	
Home Rule Sales Tax	305,000	331,367	3,355,000	3,465,061	3,660,000	94.7%	
Telecommunications Tax	151,042	126,705	1,661,458	1,473,585	1,812,500	81.3%	
Property Tax - Fire	275,879	10,717	3,034,671	3,251,302	3,310,550	98.2%	
Property Tax - Police	300,003	11,643	3,300,028	3,537,808	3,600,030	98.3%	
Other Taxes	90,048	76,690	990,532	863,208	1,080,580	79.9%	
Total Taxes	1,395,722	798,063	30,517,448	30,990,129	31,913,170	97.1%	
Business Licenses	-	4,626	340,000	370,435	340,000	109.0%	
Liquor Licenses	-	2,373	245,000	281,817	245,000	115.0%	
Building Permits	59,167	241,375	650,833	1,117,495	710,000	157.4%	
Other Licenses & Permits	1,542	1,433	16,958	11,979	18,500	64.7%	
Total Licenses & Permits	60,708	249,807	1,252,792	1,781,725	1,313,500	135.6%	
Sales Tax	660,292	691,562	7,263,208	7,390,254	7,923,500	93.3%	
Local Use Tax	110,000	115,439	1,210,000	1,319,911	1,320,000	100.0%	
State Income Tax	408,333	356,515	4,491,867	4,674,279	4,900,000	95.4%	
Replacement Tax	18,900	222	207,900	253,423	226,800	111.7%	
Other Intergovernmental	38,567	4,444	424,233	393,884	462,800	85.1%	
Total Intergovernmental	1,236,092	1,168,182	13,597,008	14,031,750	14,833,100	94.6%	
Engineering Fees	8,333	48,774	91,667	160,750	100,000	160.8%	
Ambulance Fees	108,333	123,751	1,191,667	1,348,179	1,300,000	103.7%	
Police Hireback	35,417	58,149	389,583	380,630	425,000	89.6%	
Lease Payments	59,487	50,717	594,867	684,387	713,840	95.9%	
Cable TV Fees	172,000	150,858	860,000	791,616	860,000	92.0%	
4th of July Proceeds	-	-	103,297	103,297	136,700	75.6%	
Employee Payments	91,667	160,152	1,008,333	1,212,184	1,100,000	110.2%	
Hireback - Arena	13,333	8,960	146,667	237,929	160,000	148.7%	
Rental Inspection Fees	-	40,528	310,000	324,709	310,000	104.7%	
Other Charges for Services	76,083	70,294	836,917	825,385	913,000	90.4%	
Total Charges for Services	564,653	712,183	5,532,997	6,068,065	6,018,540	100.8%	
Court Fines-County	18,333	10,350	201,667	167,127	220,000	76.0%	
Ticket Fines-Village	41,667	36,136	458,333	470,924	500,000	94.2%	
Overweight Truck Fines	500	650	5,500	4,950	6,000	82.5%	
Red Light Camera Revenue	41,667	38,200	458,333	482,864	500,000	96.6%	
Local Debt Recovery	8,333	1,587	91,667	157,406	100,000	157.4%	
Total Fines & Forfeits	110,500	86,923	1,215,500	1,283,272	1,326,000	96.8%	
Total Investment Earnings	15,833	42,778	174,167	389,869	190,000	205.2%	
Reimburse/Recoveries	18,333	13,088	201,667	123,941	220,000	56.3%	
S.Barrington Fuel Reimbursement	2,333	3,535	25,667	36,190	28,000	129.3%	
Tollway Payments	2,083	2,800	22,917	38,550	25,000	154.2%	
Other Miscellaneous	15,834	12,042	174,176	464,569	190,010	244.5%	
Total Miscellaneous	38,584	31,465	424,426	663,250	463,010	143.2%	
Total Operating Transfers In	4,167	16,729	45,833	186,374	50,000	372.7%	
Total General Fund	3,426,259	3,106,129	52,760,171	55,395,434	56,107,320	98.7%	91.7%

**OPERATING REPORT SUMMARY
REVENUES**

November 30, 2018

	<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>			
Water & Sewer Fund							
Water Sales	1,506,058	1,455,575	16,566,642	16,632,703	18,072,700	92.0%	
Connection Fees	4,167	18,064	45,833	137,011	50,000	274.0%	
Cross Connection Fees	3,167	3,213	34,833	35,637	38,000	93.8%	
Penalties	6,667	11,920	73,333	111,743	80,000	139.7%	
Investment Earnings	1,750	12,056	19,250	109,292	21,000	520.4%	
Other Revenue Sources	32,125	191,224	353,375	320,787	385,500	83.2%	
Capital Projects	-	-	-	7,271	2,885,730	0.3%	
Total Water Fund	1,553,933	1,692,052	17,093,267	17,354,445	21,332,930	81.4%	91.7%
Motor Fuel Tax Fund	113,083	161,847	1,243,917	1,275,249	1,357,000	94.0%	
Community Dev. Block Grant Fund	25,483	-	280,317	193,979	305,800	63.4%	
Asset Seizure Fund	17	501	183	462,940	200	231469.9%	
Municipal Waste System Fund	243,874	226,071	2,682,616	2,695,591	2,926,490	92.1%	
Sears Centre Operating Fund	262,902	1,009,848	2,891,918	3,296,649	3,154,820	104.5%	
Sears Centre Activity Fund	662,847	205,342	7,291,313	7,501,457	7,954,160	94.3%	
Stormwater Management	44,600	45,156	490,600	494,978	535,200	92.5%	
Insurance Fund	145,595	133,883	1,601,545	1,644,313	1,747,140	94.1%	
Roselle Road TIF	16,708	453	183,792	458,533	200,500	228.7%	
Barrington/Higgins TIF	50,471	645	504,708	568,126	605,650	93.8%	
Higgins/Hassell TIF	8,200	99	90,200	370,321	98,400	376.3%	
Information Systems	143,474	139,473	1,578,216	1,540,056	1,721,690	89.5%	
Total Spec Rev. & Int. Svc. Fund	1,717,254	1,923,316	18,839,325	20,502,192	20,607,050	99.5%	
TOTAL OPERATING FUNDS	6,697,447	6,721,498	88,692,762	93,252,071	98,047,300	95.1%	91.7%
2015A & C G.O. Debt Service	1,701,660	1,964,858	3,403,320	3,401,804	3,403,320	100.0%	
2015B G.O. Debt Service	60,500	102,750	121,000	120,500	121,000	0.0%	
2016 G.O. Debt Service	21,940	1,484	416,860	429,101	438,800	0.0%	
2017A & B G.O. Debt Service	85,355	68,005	170,710	171,152	170,710	0.0%	
2018 G.O. Debt Service	-	109,000	-	32,501,257	-	0.0%	
2008 G.O.D.S. Fund	439,190	-	878,380	419,216	878,380	47.7%	
2009 G.O.D.S. Fund	113,866	120,105	2,163,454	1,911,325	2,277,320	83.9%	
TOTAL DEBT SERV. FUNDS	2,422,511	2,366,203	7,153,724	38,954,355	7,289,530	534.4%	91.7%
Central Rd. Corridor Fund	50	58	550	1,386	600	231.0%	
Hoffman Blvd Bridge Maintenance	42	382	458	4,304	500	860.8%	
Western Corridor Fund	833	10,431	9,167	93,706	10,000	937.1%	
Traffic Improvement Fund	33	-	367	652	400	0.0%	
EDA Series 1991 Project	417	5,481	4,583	88,429	5,000	1768.6%	
Central Area Rd. Impr. Imp. Fee	-	50	-	275	-	0.0%	
Western Area Traffic Impr.	25	13	275	61	300	20.3%	
Western Area Traffic Impr. Impact Fee	72,500	-	797,500	-	870,000	0.0%	
Capital Improvements Fund	223,120	79,772	2,454,320	1,521,141	2,677,440	56.8%	
Capital Vehicle & Equipment Fund	60,829	52,711	669,121	732,431	729,950	100.3%	
Capital Replacement Fund	48,194	48,654	530,136	538,809	578,330	93.2%	
2015 Project Fund	13	-	138	7,773	150	5182.3%	
Road Improvement Fund	561,833	432,909	6,180,167	5,218,387	6,742,000	77.4%	
TOTAL CAP. PROJECT FUNDS	967,889	630,460	10,646,781	8,207,355	11,614,670	70.7%	91.7%
Police Pension Fund	482,092	(4,275,288)	5,303,008	1,117,775	5,785,100	19.3%	
Fire Pension Fund	456,831	(4,336,341)	5,025,139	3,111,768	5,481,970	56.8%	
TOTAL TRUST FUNDS	938,923	(8,611,628)	10,328,148	4,229,543	11,267,070	37.5%	91.7%
TOTAL ALL FUNDS	11,026,769	1,106,532	116,821,415	144,643,323	128,218,570	112.8%	91.7%

OPERATING REPORT SUMMARY
EXPENDITURES
November 30, 2018

	<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	30,960	25,791	340,560	340,704	371,520	91.7%	
Administration	49,789	43,026	547,681	549,000	597,470	91.9%	
Legal	43,213	23,626	475,347	395,586	518,560	76.3%	
Finance	88,172	74,450	969,888	964,776	1,058,060	91.2%	
Village Clerk	17,433	15,837	191,758	186,468	209,190	89.1%	
Human Resource Mgmt.	50,032	41,136	550,348	495,499	600,380	82.5%	
Communications	18,943	14,136	208,377	173,372	227,320	76.3%	
Cable TV	14,502	11,596	159,518	149,036	174,020	85.6%	
Total General Admin.	313,043	249,598	3,443,477	3,254,441	3,756,520	86.6%	91.7%
Police Department							
Administration	125,470	106,635	1,380,170	1,370,326	1,505,640	91.0%	
Juvenile Investigations	45,964	33,873	505,606	507,037	551,570	91.9%	
Tactical	81,393	53,634	895,318	883,743	976,710	90.5%	
Patrol and Response	908,883	646,655	9,997,708	10,022,237	10,906,590	91.9%	
Traffic	101,713	86,127	1,118,838	1,010,795	1,220,550	82.8%	
Investigations	110,848	83,477	1,219,323	1,214,486	1,330,170	91.3%	
Community Relations	1,154	1,081	12,696	12,256	13,850	88.5%	
Communications	60,850	60,548	669,350	666,027	730,200	91.2%	
Canine	15,023	11,973	165,248	164,498	180,270	91.3%	
Special Services	19,101	12,872	210,109	230,630	229,210	100.6%	
Records	25,534	20,819	280,876	232,342	306,410	75.8%	
Administrative Services	64,002	60,430	704,018	679,292	768,020	88.4%	
Emergency Operations	6,774	2,885	74,516	63,173	81,290	77.7%	
Total Police	1,566,707	1,181,009	17,233,773	17,056,842	18,800,480	90.7%	91.7%
Fire Department							
Administration	75,213	68,306	827,347	787,657	902,560	87.3%	
Public Education	3,621	5,431	39,829	45,430	43,450	104.6%	
Suppression	697,092	558,847	7,668,008	7,725,585	8,365,100	92.4%	
Emer. Med. Serv.	639,770	465,576	7,037,470	6,960,939	7,677,240	90.7%	
Prevention	43,468	144,997	478,143	484,803	521,610	92.9%	
Fire Stations	3,233	1,209	35,567	31,262	38,800	80.6%	
Total Fire	1,462,397	1,244,366	16,086,363	16,035,674	17,548,760	91.4%	91.7%
Public Works Department							
Administration	27,282	27,439	300,098	310,108	327,380	94.7%	
Snow/Ice Control	150,950	88,843	1,660,450	1,490,897	1,811,400	82.3%	
Pavement Maintenance	43,214	59,765	475,356	435,400	518,570	84.0%	
Forestry	95,328	104,848	1,048,612	941,477	1,143,940	82.3%	
Facilities	97,005	120,517	1,067,055	991,587	1,164,060	85.2%	
Fleet Services	103,523	114,480	1,138,748	1,020,680	1,242,270	82.2%	
F.A.S.T.	17,535	36,344	192,885	218,291	210,420	103.7%	
Storm Sewers	14,619	13,331	160,811	140,036	175,430	79.8%	
Traffic Control	63,066	58,238	693,724	625,641	756,790	82.7%	
Total Public Works	612,522	623,805	6,737,738	6,174,116	7,350,260	84.0%	91.7%

OPERATING REPORT SUMMARY
EXPENDITURES
November 30, 2018

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>		
Development Services							
Administration	32,924	30,972	362,166	361,744	395,090	91.6%	
Planning	35,280	30,194	388,080	347,461	423,360	82.1%	
Code Enforcement	124,456	107,035	1,369,014	1,306,313	1,493,470	87.5%	
Transportation & Engineering	111,535	102,789	1,226,885	1,203,873	1,338,420	89.9%	
Economic Development	126,145	144,812	1,387,595	545,190	1,513,740	36.0%	
Total Development Services	430,340	415,803	4,733,740	3,764,581	5,164,080	72.9%	91.7%
Health & Human Services	61,063	54,957	671,697	637,031	732,760	86.9%	91.7%
Miscellaneous							
4th of July	-	-	153,811	153,811	170,540	90.2%	
Police & Fire Comm.	5,293	6,670	58,227	24,725	63,520	38.9%	
Misc. Boards & Comm.	19,408	9,570	213,492	188,167	232,900	80.8%	
Misc. Public Improvements	233,443	1,277,917	2,567,877	2,820,566	2,801,320	100.7%	
Total Miscellaneous	258,145	1,294,157	2,993,406	3,187,269	3,268,280	97.5%	91.7%
Total General Fund	4,704,217	5,063,696	51,900,194	50,109,954	56,621,140	88.5%	91.7%
Water & Sewer Fund							
Water Department	1,084,435	1,098,821	11,928,785	11,819,969	13,013,220	90.8%	
Sewer Department	178,148	174,762	1,959,623	1,980,810	2,137,770	92.7%	
Billing Division	68,826	62,908	757,084	755,280	825,910	91.4%	
Debt Service Division	59,158	59,158	205,471	205,471	292,630	70.2%	
Capital Projects Division	361,250	361,250	471,710	471,710	937,300	50.3%	
2015 Bond Capital Projects	5,966	5,966	182,815	182,815	93,600	195.3%	
2017 Bond Capital Projects	580,954	580,954	607,728	971,124	2,498,230	38.9%	
2018 Bond Capital Projects	-	-	-	46,628	-	0.0%	
Total Water & Sewer	2,338,737	2,343,820	16,113,216	16,433,806	19,798,660	83.0%	91.7%
Motor Fuel Tax	168,729	168,729	1,733,226	1,733,226	1,915,000	90.5%	
Community Dev. Block Grant Fund	-	-	191,938	191,938	305,800	62.8%	
Asset Seizure Fund	11,232	21,493	123,548	259,486	134,780	192.5%	
Municipal Waste System	253,048	252,245	2,783,532	2,576,846	3,036,580	84.9%	
Sears Centre Operating Fund	282,974	2,041,511	3,112,716	3,129,177	3,395,690	92.2%	
Sears Centre Activity Fund	662,847	398,865	7,291,313	7,367,809	7,954,160	92.6%	
Stormwater Management	66,304	237,860	729,346	292,123	795,650	36.7%	
Insurance	151,767	84,484	1,669,433	1,394,452	1,821,200	76.6%	
Information Systems	170,141	95,542	1,871,549	1,701,361	2,041,690	83.3%	
Roselle Road TIF	76,078	360	836,862	14,213	912,940	1.6%	
Barrington/Higgins TIF	50,471	119,460	353,296	329,171	605,650	0.0%	
Higgins/Hassell TIF	391	181,956	4,299	185,828	4,690	3962.2%	
TOTAL OPERATING FUNDS	8,936,935	11,010,020	88,714,468	85,719,391	99,343,630	86.3%	91.7%
2015A G.O. Debt Service	2,571,156	2,571,156	3,403,261	3,403,261	3,403,320	100.0%	
2015 G.O. Debt Service	102,750	102,750	120,975	120,975	121,000	100.0%	
2016 G.O. Debt Service	268,900	268,900	438,275	438,275	438,800	99.9%	
2017A & B G.O. Debt Service	68,005	68,005	171,152	171,152	170,710	100.3%	
2018 G.O. Debt Service	-	329,237	-	32,501,212	-	0.0%	
2008 G.O.D.S. Fund	-	-	439,438	439,438	878,380	50.0%	
2009 G.O.D.S. Fund	1,522,125	1,522,125	1,918,531	1,918,531	2,277,320	84.2%	
TOTAL DEBT SERV. FUNDS	4,532,936	4,862,172	6,491,632	38,992,844	7,289,530	534.9%	91.7%

OPERATING REPORT SUMMARY
EXPENDITURES
November 30, 2018

	<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>			
Central Road Corridor Improvement	1,667	1,667	18,333	18,337	20,000	91.7%	
Hoffman Blvd Bridge Maintenance	250	-	2,750	38,904	3,000	1296.8%	
Traffic Improvement Fund	1,250	1,250	13,750	13,750	15,000	91.7%	
EDA Series 1991 Project	102,750	236,277	1,130,250	274,827	1,233,000	22.3%	
Western Area Rd Improve Imp. Fee	26,250	-	288,750	-	315,000	0.0%	
Capital Improvements Fund	246,913	190,200	2,716,047	1,724,340	2,962,960	58.2%	
Capital Vehicle & Equipment Fund	78,948	65,696	868,423	925,575	947,370	97.7%	
Capital Replacement Fund	117,274	79,871	1,290,016	1,119,984	1,407,290	79.6%	
2015 Project Fund	-	-	-	586,310	-	N/A	
Road Improvement Fund	585,331	446,634	6,218,639	4,530,947	6,783,970	66.8%	
TOTAL CAP. PROJECT FUNDS	1,140,633	1,021,595	12,546,958	9,232,975	13,687,590	67.5%	91.7%
Police Pension Fund	493,111	543,028	5,424,219	5,639,448	5,917,330	95.3%	
Fire Pension Fund	434,743	471,370	4,782,177	5,019,001	5,216,920	96.2%	
TOTAL TRUST FUNDS	927,854	1,014,397	10,206,396	10,658,449	11,134,250	95.7%	91.7%
TOTAL ALL FUNDS	15,538,357	17,908,185	117,959,454	144,603,659	131,455,000	110.0%	91.7%



HOFFMAN ESTATES

GROWING TO GREATNESS

DEPARTMENT OF FINANCE MONTHLY REPORT DECEMBER 2018

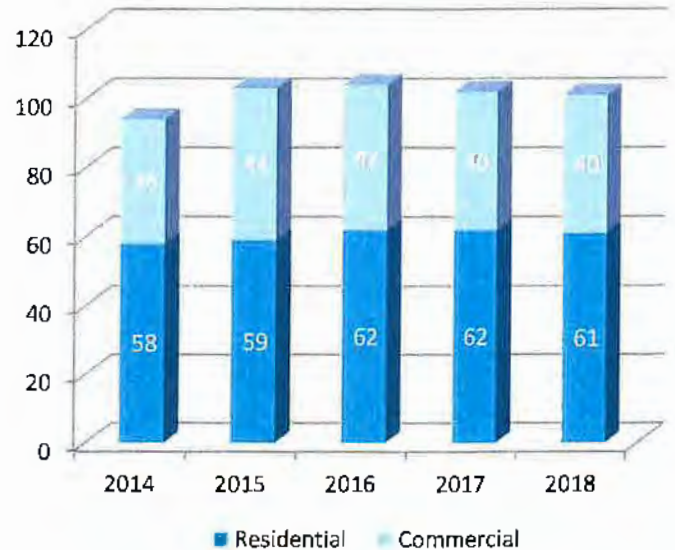
Water Billing

A total of 14,729 residential water bills were mailed on December 1st for October's water consumption. Average consumption was 4,170 gallons, resulting in an average residential water bill of \$57.14. Total consumption for all customers was 101 million gallons, with 61 million gallons attributable to residential consumption. When compared to the December 2017 billing, residential consumption decreased by 1.6%.

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

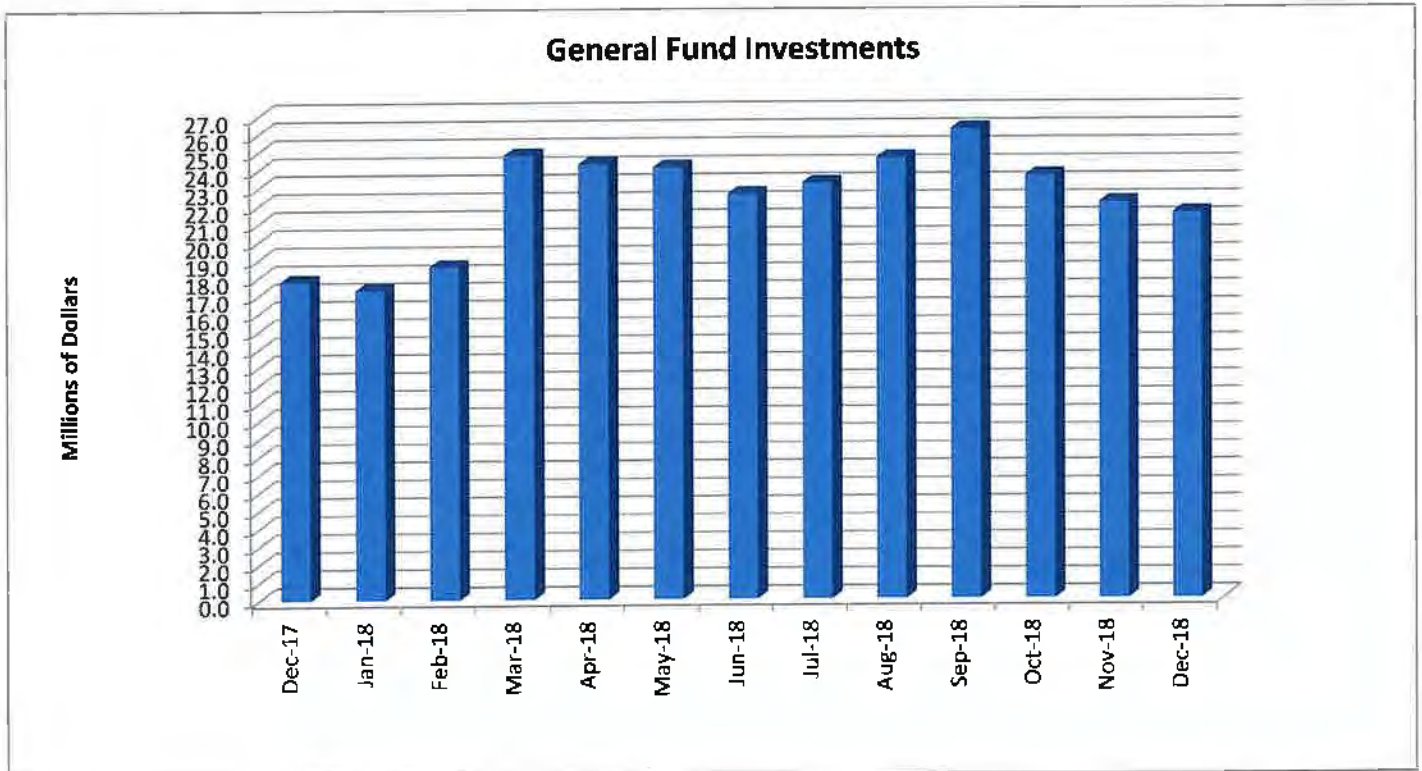
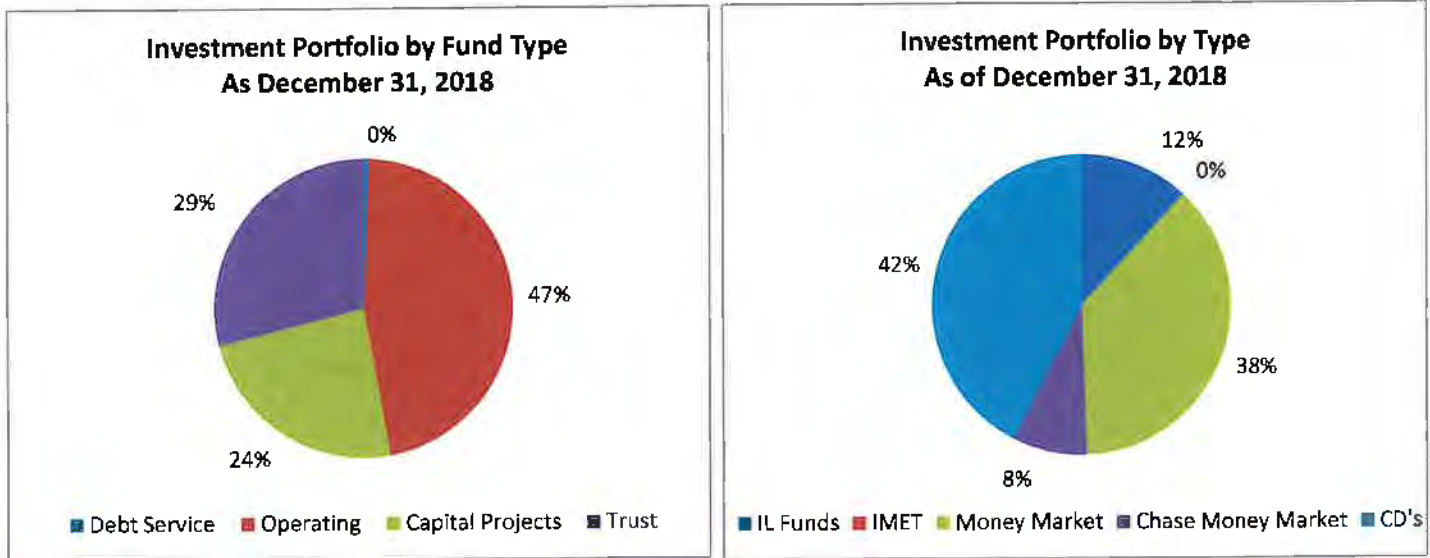


**Total Water Consumption
Month of December**



Village Investments

As of December 31, 2018, the Village's investment portfolio (not including pension trust funds) totaled \$58.6 million. Of this amount, \$27.3 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$31.3 million is related to debt service, capital projects and trust funds.



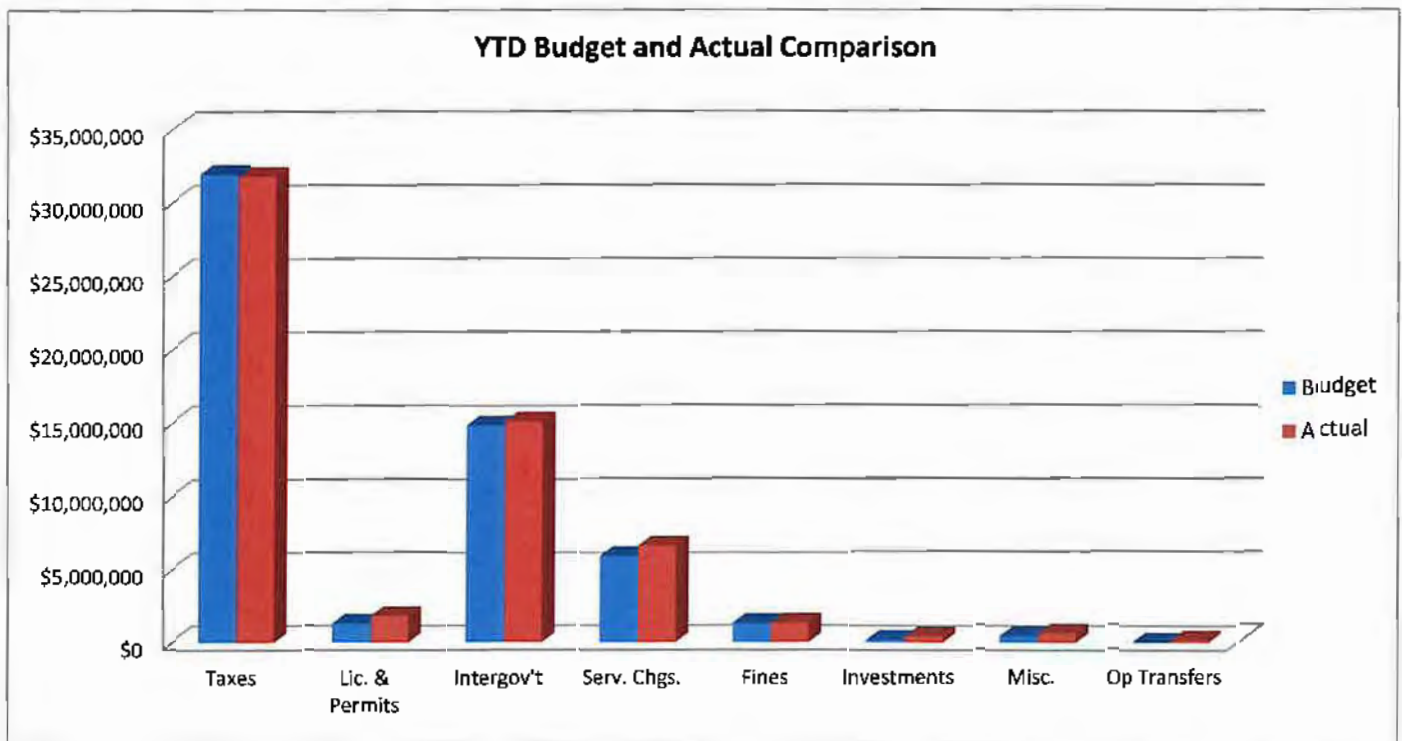
Operating Funds

General Fund

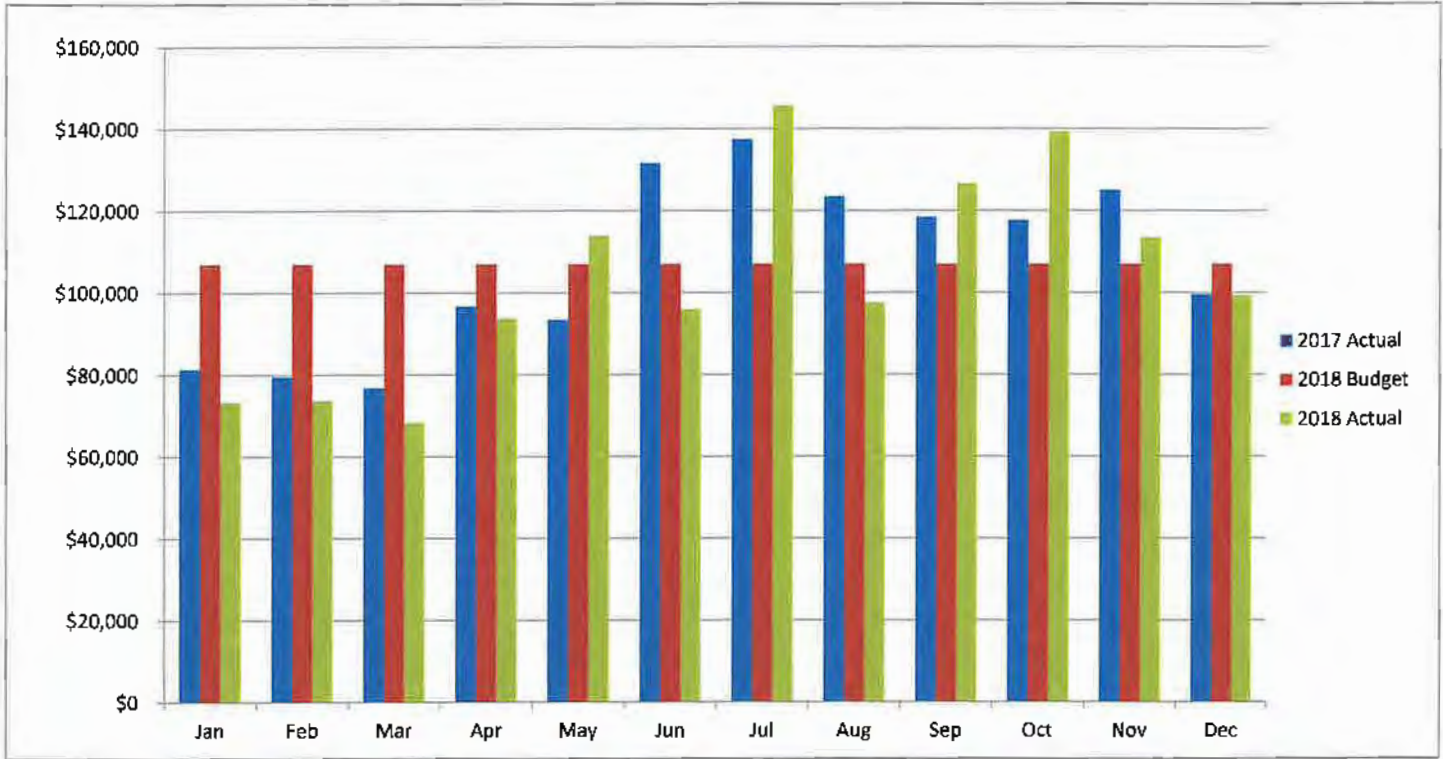
For the month of December, General Fund revenues totaled \$2,640,153 and expenditures totaled \$4,238,662 resulting in a deficit of \$1,598,509.

Revenues: December year-to-date figures are detailed in the table below. Licenses and permits are over budget because of increased permit activity. Charges for services are over budget due to Engineering Fees received from upcoming developments within the Village. 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.

REVENUES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 31,913,170	\$ 31,771,555	-0.4%
Licenses & Permits	1,313,500	1,845,161	40.5%
Intergovernmental	14,833,100	15,110,958	1.9%
Charges for Services	5,925,650	6,639,578	12.0%
Fines & Forfeits	1,326,000	1,355,439	2.2%
Investments	190,000	432,991	127.9%
Miscellaneous	463,010	676,824	46.2%
Operating Transfers	50,000	203,081	0.0%
TOTAL	\$ 56,014,430	\$ 58,035,587	3.6%

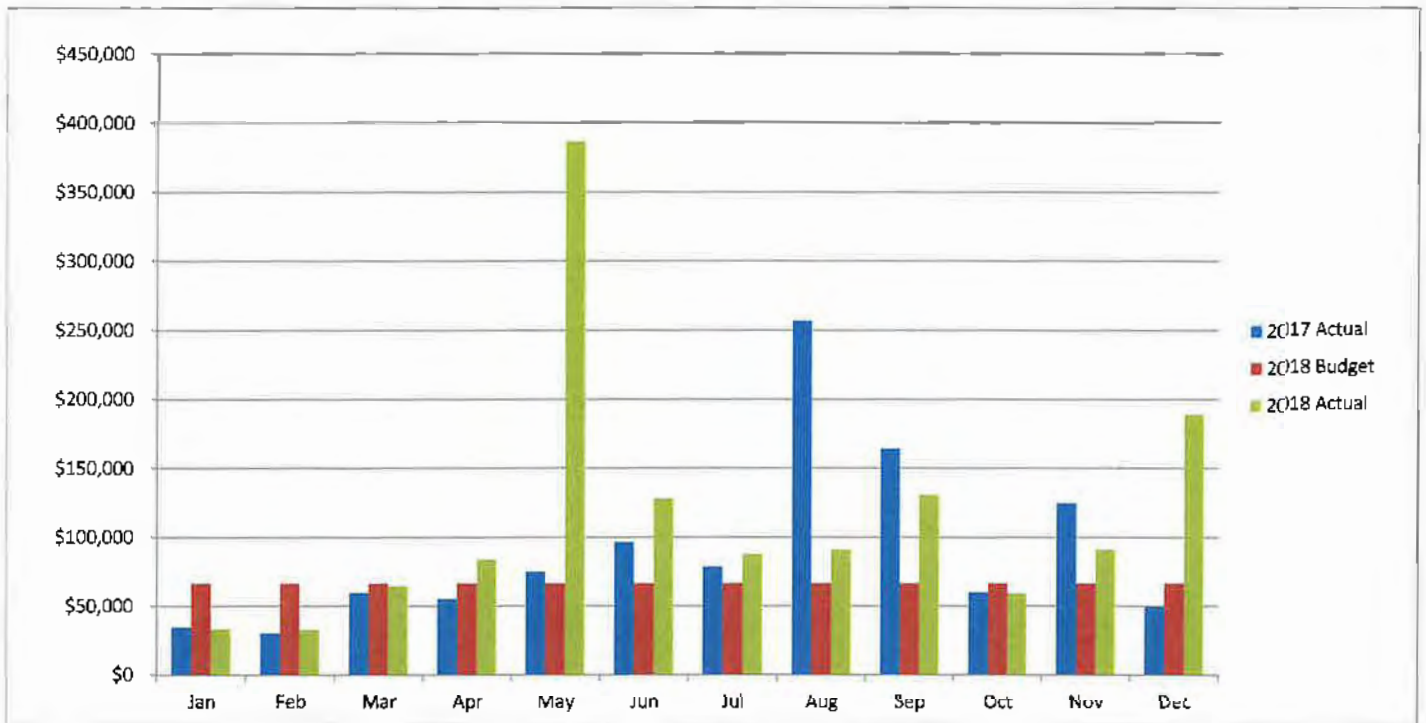


Hotel Tax



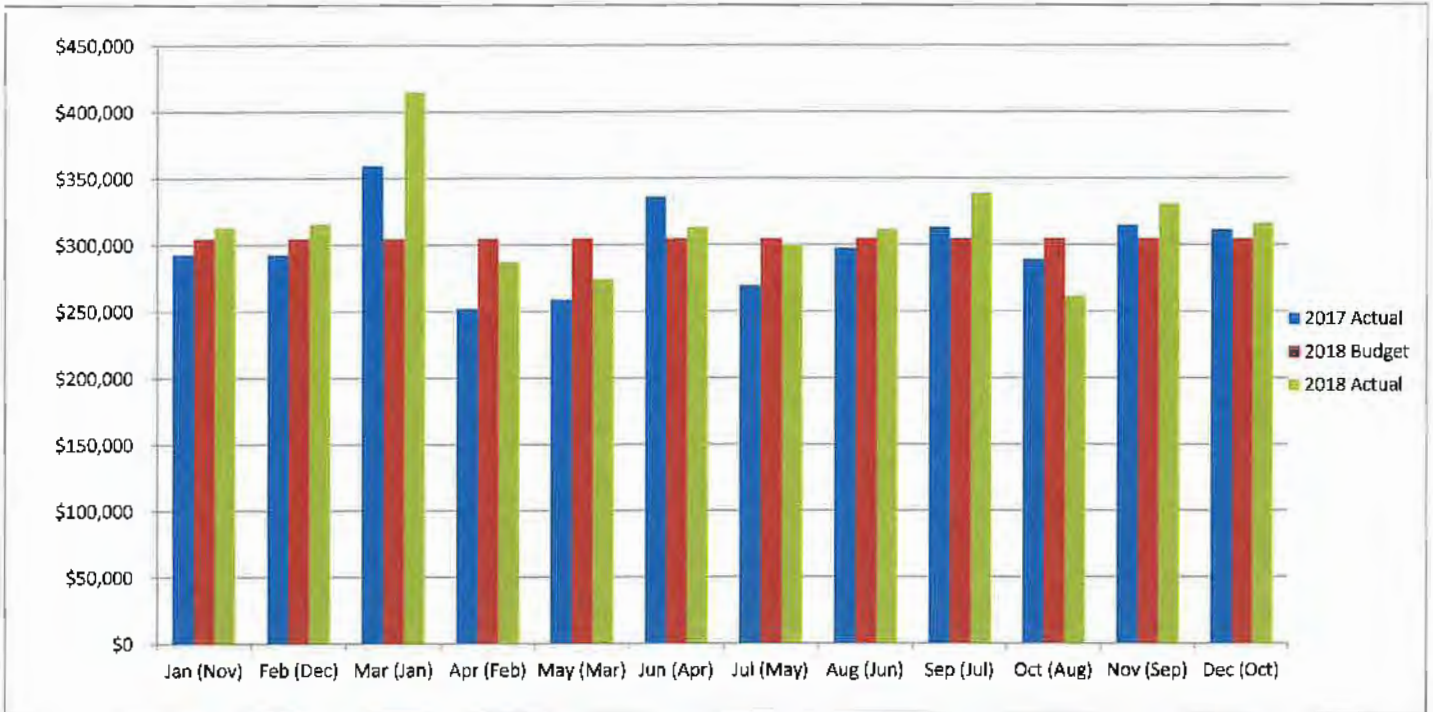
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 81,414	\$ 107,083	\$ 73,426	\$ (33,657)
Feb	79,723	107,083	73,833	(66,908)
Mar	76,961	107,083	68,427	(105,564)
Apr	96,865	107,083	93,845	(118,802)
May	93,566	107,083	114,055	(111,831)
Jun	131,686	107,083	96,120	(122,794)
Jul	137,580	107,083	145,737	(84,140)
Aug	123,587	107,083	97,633	(93,591)
Sep	118,499	107,083	126,735	(73,939)
Oct	117,732	107,083	139,436	(41,586)
Nov	125,121	107,083	113,644	(35,026)
Dec	99,747	107,083	99,472	(42,637)
YTD Totals	\$ 1,282,481	\$ 1,285,000	\$ 1,242,363	

Real Estate Transfer Tax



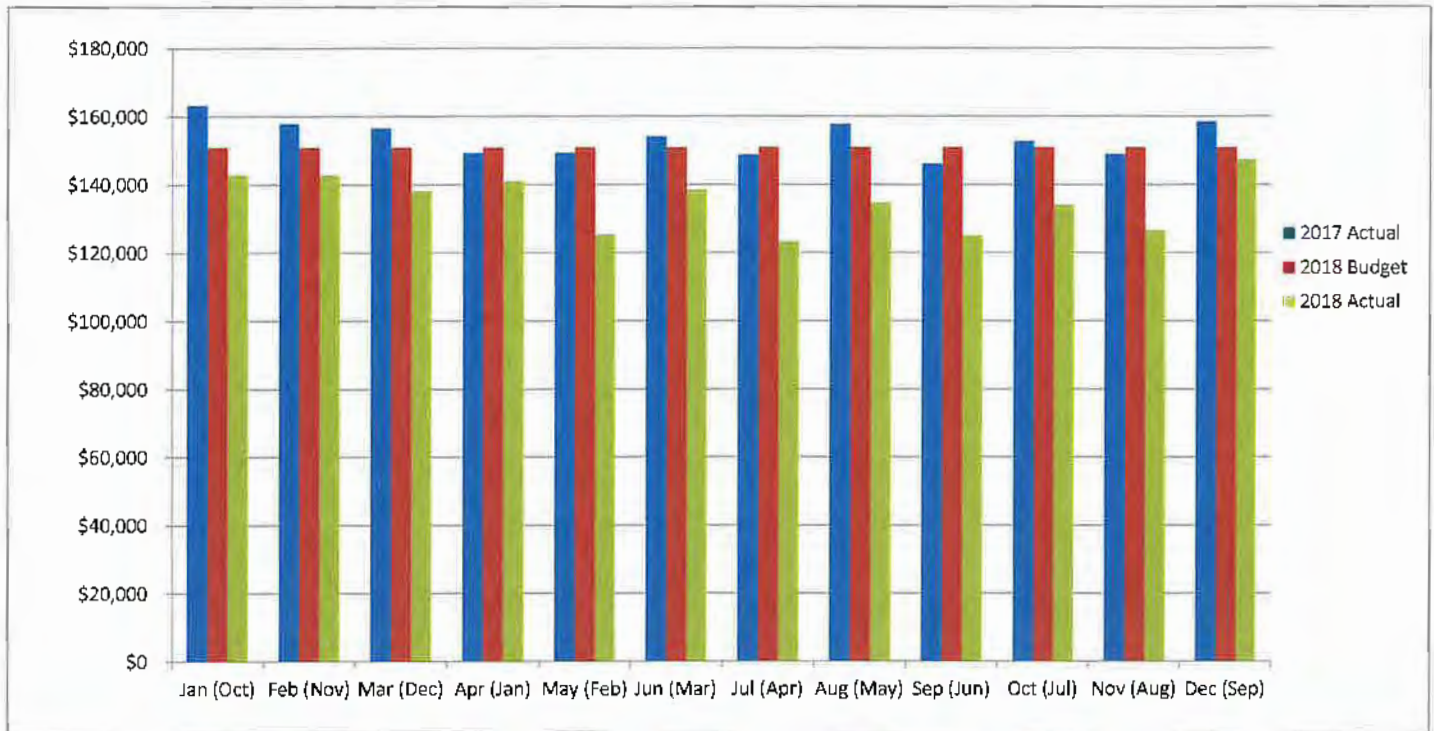
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 35,132	\$ 66,667	\$ 33,669	\$ (32,998)
Feb	30,558	66,667	33,215	(66,449)
Mar	59,905	66,667	64,943	(68,173)
Apr	55,537	66,667	84,196	(50,644)
May	75,058	66,667	386,938	269,628
Jun	96,733	66,667	128,366	331,327
Jul	78,722	66,667	87,683	352,343
Aug	256,935	66,667	91,143	376,820
Sep	164,363	66,667	130,898	441,051
Oct	60,086	66,667	59,570	433,954
Nov	124,838	66,667	91,474	458,762
Dec	50,047	66,667	189,210	581,305
YTD Totals	<u>\$ 1,087,914</u>	<u>\$ 800,000</u>	<u>\$ 1,381,305</u>	

Home Rule Sales Tax



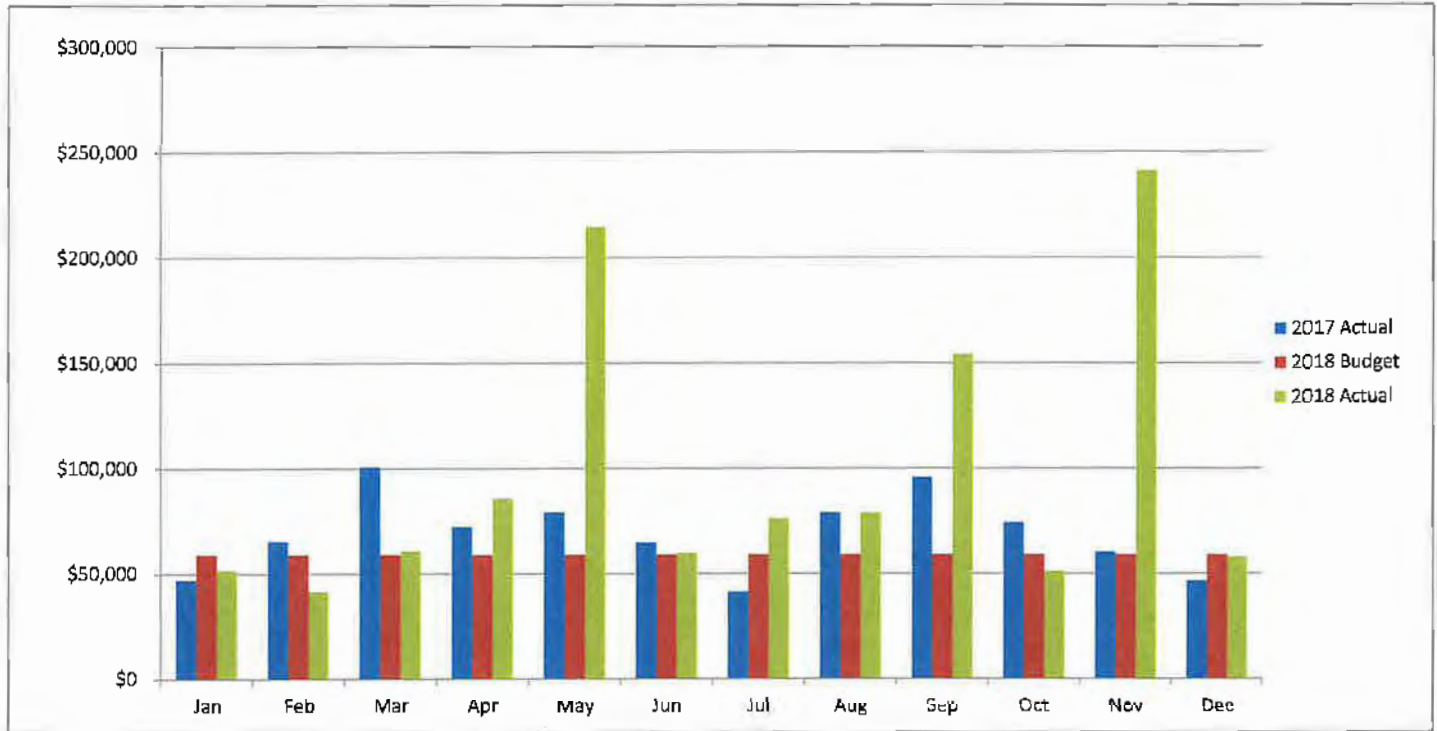
<u>Month Received (Liability Period)</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan (Nov)	\$ 293,338	\$ 305,000	\$ 313,635	\$ 8,635
Feb (Dec)	292,978	305,000	316,042	19,677
Mar (Jan)	359,794	305,000	415,305	129,982
Apr (Feb)	252,424	305,000	287,678	112,660
May (Mar)	259,148	305,000	274,533	82,193
Jun (Apr)	336,344	305,000	313,381	90,574
Jul (May)	269,843	305,000	300,246	85,820
Aug (Jun)	297,839	305,000	311,996	92,816
Sep (Jul)	313,282	305,000	339,100	126,916
Oct (Aug)	289,460	305,000	261,779	83,695
Nov (Sep)	315,084	305,000	331,367	110,062
Dec (Oct)	311,909	305,000	316,550	121,612
YTD Totals	\$ 3,591,442	\$ 3,660,000	\$ 3,781,612	

Telecommunications Tax



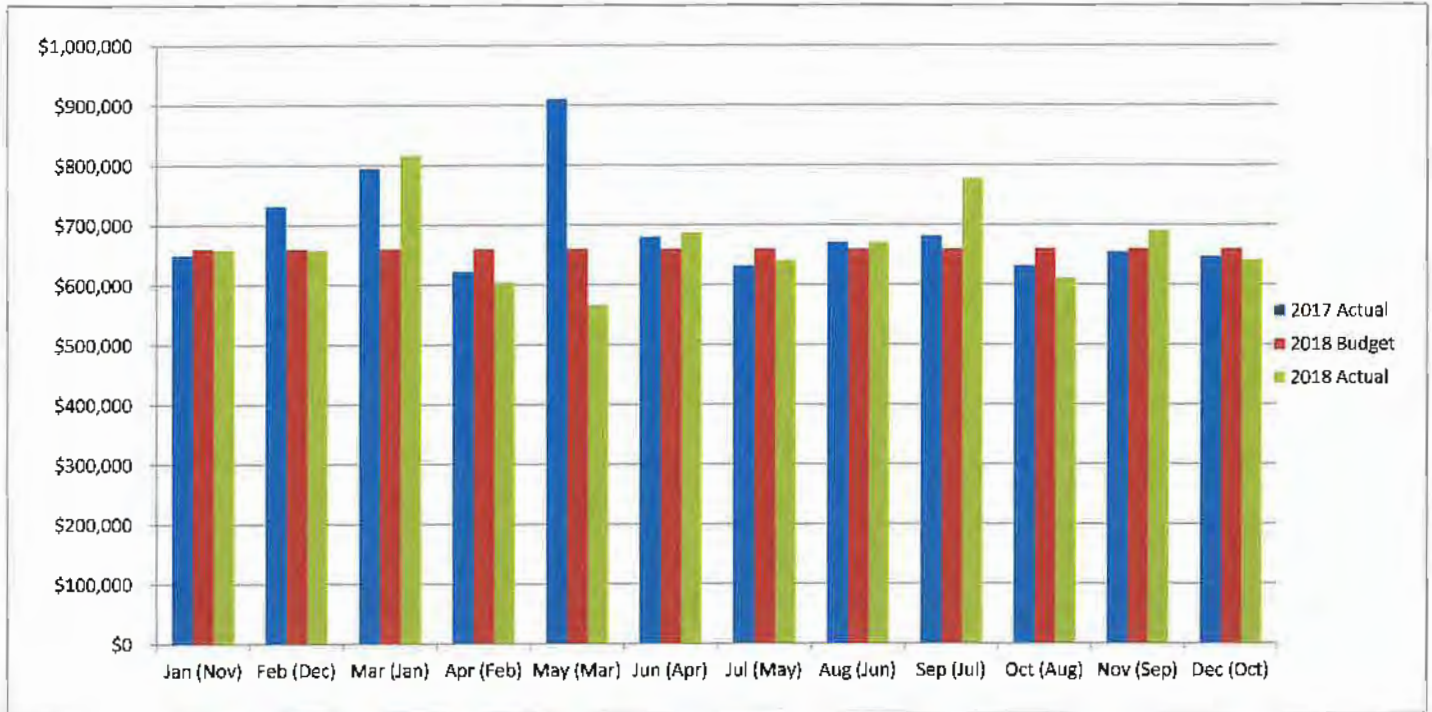
Month Received (Liability Period)	2017 Actual	2018 Budget	2018 Actual	Cumulative Variance 2018 Actual vs. Budget
Jan (Oct)	\$ 163,399	\$ 151,042	\$ 143,036	\$ (8,006)
Feb (Nov)	157,995	151,042	142,880	(16,167)
Mar (Dec)	156,644	151,042	138,304	(28,905)
Apr (Jan)	149,435	151,042	141,076	(38,871)
May (Feb)	149,407	151,042	125,439	(64,473)
Jun (Mar)	154,229	151,042	138,619	(76,896)
Jul (Apr)	148,853	151,042	123,374	(104,564)
Aug (May)	157,762	151,042	134,787	(120,818)
Sep (Jun)	146,211	151,042	125,192	(146,668)
Oct (Jul)	152,804	151,042	134,173	(163,537)
Nov (Aug)	148,887	151,042	126,705	(187,873)
Dec (Sep)	158,537	151,042	147,478	(191,437)
YTD Totals	\$ 1,844,162	\$ 1,812,500	\$ 1,621,063	

Building Permits



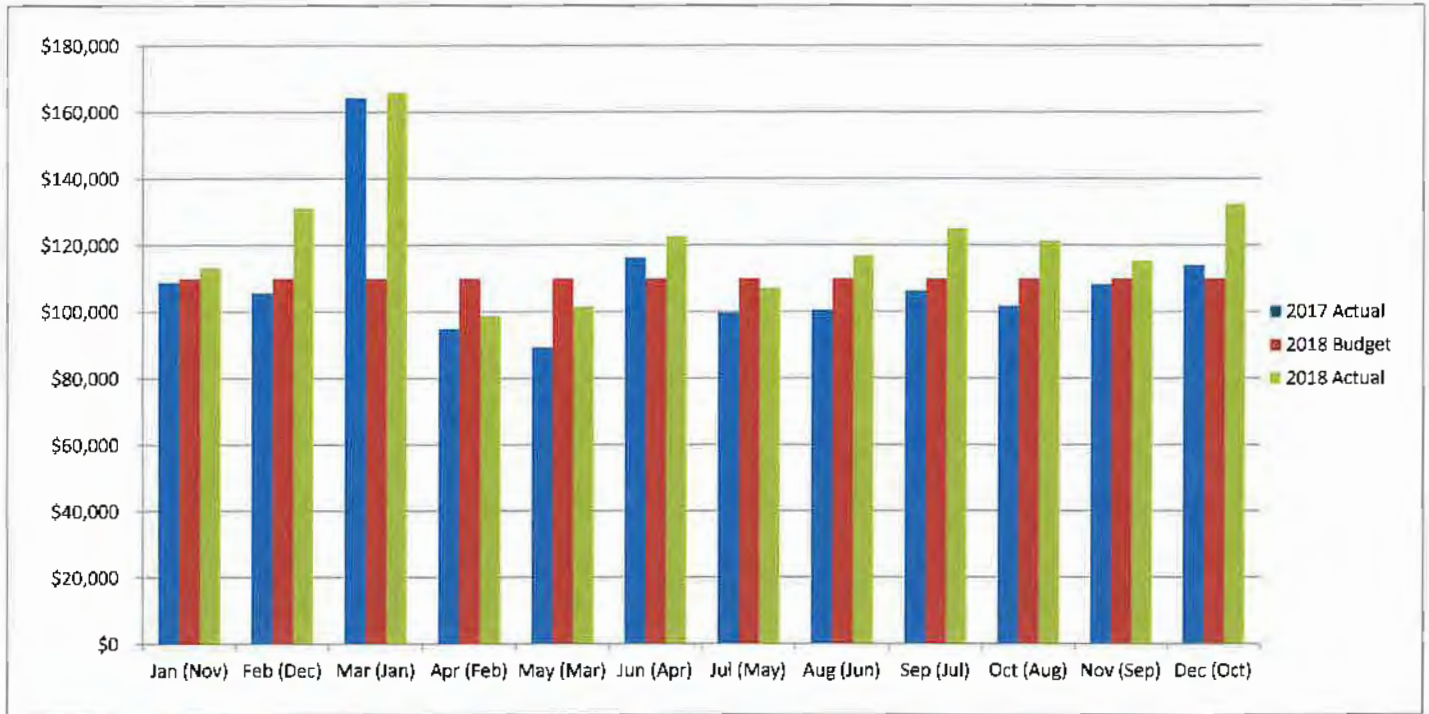
<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 47,243	\$ 59,167	\$ 51,874	\$ (7,293)
Feb	65,665	59,167	41,660	(24,799)
Mar	100,988	59,167	61,020	(22,946)
Apr	72,363	59,167	85,963	3,850
May	79,342	59,167	214,601	159,285
Jun	64,910	59,167	60,036	160,154
Jul	41,452	59,167	76,387	177,374
Aug	79,087	59,167	78,987	197,195
Sep	95,819	59,167	154,270	292,298
Oct	74,432	59,167	51,320	284,451
Nov	60,428	59,167	241,375	466,660
Dec	48,715	59,167	57,994	465,487
YTD Totals	\$ 828,445	\$ 710,000	\$ 1,175,487	

State Sales Tax



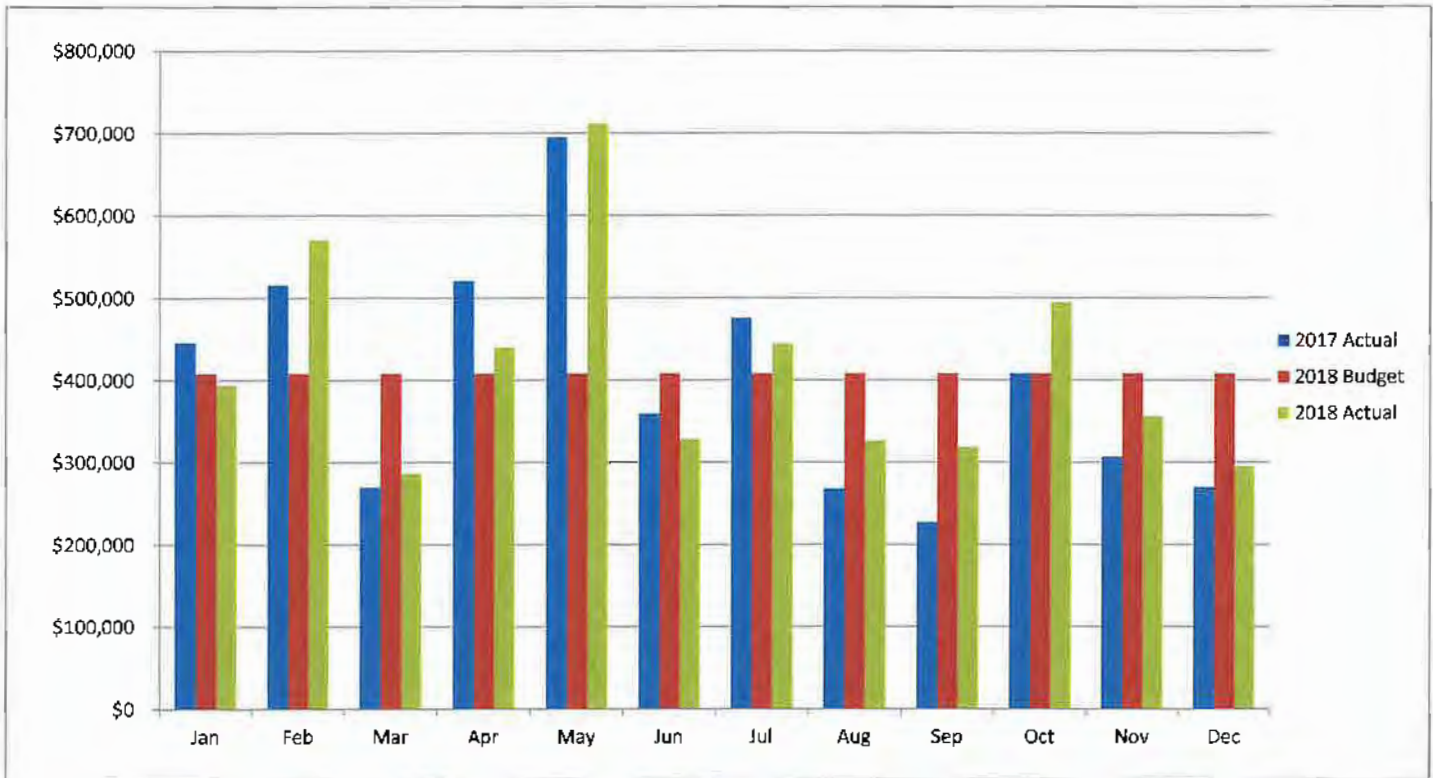
<u>Month Received (Liability Period)</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan (Nov)	\$ 650,327	\$ 660,292	\$ 659,220	\$ (1,072)
Feb (Dec)	732,873	660,292	659,346	(2,017)
Mar (Jan)	795,543	660,292	817,105	154,796
Apr (Feb)	623,246	660,292	604,906	99,410
May (Mar)	911,242	660,292	567,645	6,764
Jun (Apr)	680,702	660,292	688,018	34,490
Jul (May)	632,257	660,292	641,453	15,651
Aug (Jun)	671,209	660,292	670,995	26,355
Sep (Jul)	682,286	660,292	778,220	144,263
Oct (Aug)	632,185	660,292	611,782	95,773
Nov (Sep)	654,978	660,292	691,562	127,044
Dec (Oct)	648,040	660,292	641,917	108,669
YTD Totals	\$ 8,314,885	\$ 7,923,500	\$ 8,032,169	

Local Use Tax



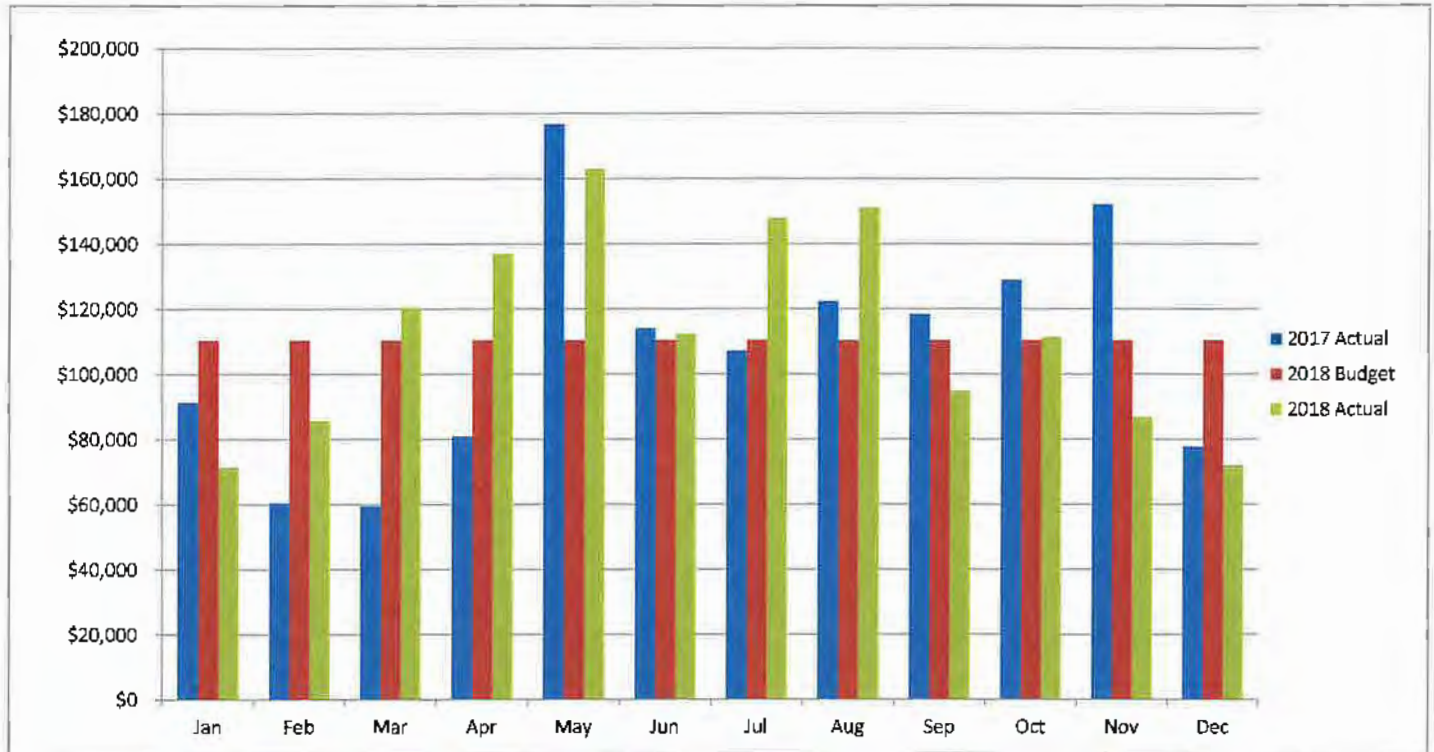
<u>Month Received (Liability Period)</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan (Nov)	\$ 108,978	\$ 110,000	\$ 113,343	\$ 3,343
Feb (Dec)	105,805	110,000	131,295	24,638
Mar (Jan)	164,414	110,000	166,066	80,704
Apr (Feb)	94,978	110,000	98,851	69,555
May (Mar)	89,385	110,000	101,658	61,213
Jun (Apr)	116,238	110,000	122,767	73,980
Jul (May)	99,818	110,000	107,147	71,127
Aug (Jun)	100,570	110,000	116,836	77,963
Sep (Jul)	106,373	110,000	125,126	93,089
Oct (Aug)	101,838	110,000	121,382	104,471
Nov (Sep)	108,303	110,000	115,439	109,910
Dec (Oct)	114,136	110,000	132,426	132,336
YTD Totals	\$ 1,310,833	\$ 1,320,000	\$ 1,452,336	

Income Tax



2016-2017			2017-2018			Cumulative Variance 2018 Actual vs. Budget	
Month Received	Liab Pd	2017 Actual	Month Received	2018 Budget	Liab Pd		2018 Actual
Jan	Dec-16	\$ 446,231	Jan	\$ 408,333	Dec-17	\$ 394,357	\$ (13,976)
Feb	Jan-17	516,095	Feb	408,333	Jan-18	570,829	148,519
Mar	Feb-17	270,127	Mar	408,333	Feb-18	286,970	27,156
Apr	Mar-17	520,933	Apr	408,333	Mar-18	440,655	59,478
May	Apr-17	695,546	May	408,333	Apr-18	711,744	362,888
Jun	May-17	359,714	Jun	408,333	May-18	328,799	283,354
Jul	Jun-17	475,857	Jul	408,333	Jun-18	444,568	319,589
Aug	Jul-17	268,236	Aug	408,333	Jul-18	326,342	237,597
Sep	Aug-17	227,411	Sep	408,333	Aug-18	318,497	147,761
Oct	Sep-17	408,405	Oct	408,333	Sep-18	495,002	234,430
Nov	Oct-17	307,361	Nov	408,333	Oct-18	356,515	182,611
Dec	Nov-17	270,596	Dec	408,333	Nov-18	295,502	69,780
YTD Totals		<u><u>\$ 4,766,512</u></u>		<u><u>\$ 4,900,000</u></u>		<u><u>\$ 4,969,780</u></u>	

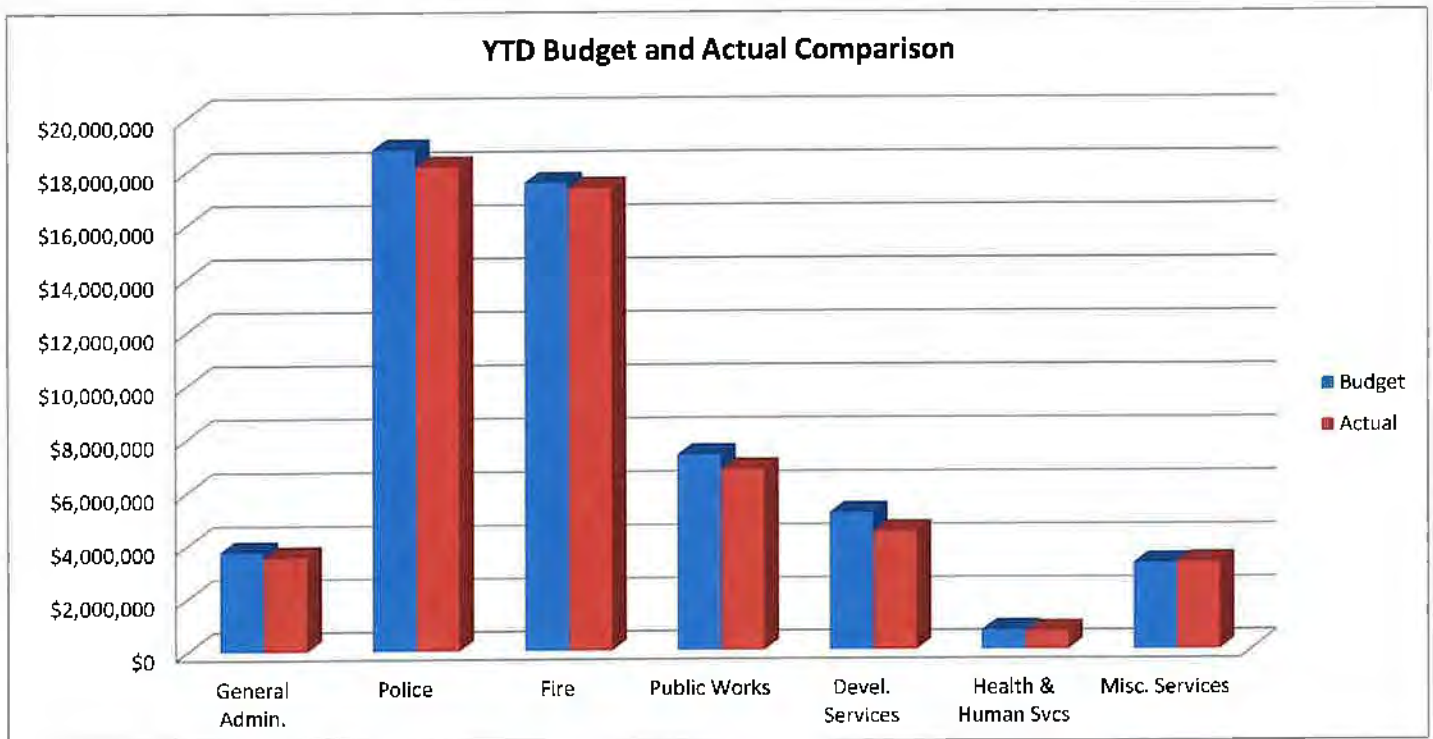
Fines



<u>Month Received</u>	<u>2017 Actual</u>	<u>2018 Budget</u>	<u>2018 Actual</u>	<u>Cumulative Variance 2018 Actual vs. Budget</u>
Jan	\$ 91,503	\$ 110,500	\$ 71,631	\$ (38,869)
Feb	60,552	110,500	85,889	(63,480)
Mar	59,724	110,500	120,617	(53,363)
Apr	81,067	110,500	137,043	(26,820)
May	176,866	110,500	163,094	25,774
Jun	114,176	110,500	112,383	27,657
Jul	107,239	110,500	148,104	65,261
Aug	122,441	110,500	151,117	105,878
Sep	118,445	110,500	94,939	90,317
Oct	129,049	110,500	111,532	91,349
Nov	152,189	110,500	86,923	67,772
Dec	77,893	110,500	72,167	29,439
YTD Totals	\$ 1,291,144	\$ 1,326,000	\$ 1,355,439	

Expenditures: General Fund expenditures in December were \$465,609 below the budgeted figure of \$4,704,271. The summary of year-to-date actuals versus budgeted expenditures shown below reflect mostly positive variances for the Village departments for the year.

EXPENDITURES	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 371,520	\$ 366,416	1.4%
Administration	597,470	592,855	0.8%
Legal	518,560	465,039	10.3%
Finance	1,058,060	1,035,679	2.1%
Village Clerk	209,190	202,772	3.1%
HRM	600,380	548,693	8.6%
Communications	227,320	191,246	15.9%
Cable TV	174,020	160,940	7.5%
Police	18,800,480	18,160,040	3.4%
Fire	17,548,760	17,360,157	1.1%
Public Works	7,350,260	6,804,947	7.4%
Development Services	5,164,080	4,467,091	13.5%
H&HS	732,760	695,573	5.1%
Miscellaneous	3,251,605	3,297,169	-1.4%
TOTAL	\$ 56,604,465	\$ 54,348,616	4.0%



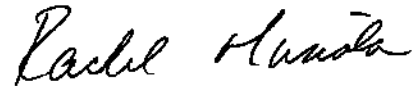
Department News

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

- Worked with the Village Clerk to assure that all required year-end filings were completed with the Counties.
- Attended the 4th of July Commission monthly planning meeting (Water Billing Supervisor).
- Preliminary fieldwork for the annual financial audit took place, involving the entire Department. During this initial visit, Finance staff provided them with information such as Village policies, Finance procedures, activity recorded in the financial software through November, and Village Board and Commission activity during 2018.
- Attended multiple IGFOA Professional Education Committee planning meetings (Finance Director).

Finally, we are excited to welcome two new Front Counter Customer Service Representatives, Jeana Jankovec and Elizabeth Salerno, started with the Village in November & December, respectively.

Respectfully Submitted,



Rachel Musiala

MONTHLY REPORT STATISTICS

December-18

	Dec-18	YTD Dec-18	Dec-17	YTD Dec-17	% Inc / Dec	
					Month	Year
Credit Card Transactions						
Finance and Code Front Counter						
Number	451	6,438	420	7,063	7.4%	-8.8%
Amount	\$ 50,167	942,908	\$ 66,834	1,169,556	-24.9%	-19.4%
Internet Sales						
Number	2,323	29,442	2,941	29,578	-21.0%	-0.5%
Amount	\$ 192,175	2,771,267	\$ 293,872	2,788,018	-34.6%	-0.6%
Total						
Number	2,774	35,880	3,361	36,641	-17.5%	-2.1%
Amount	\$ 242,342	3,714,175	\$ 360,706	\$ 3,957,571	-32.8%	-6.2%
Credit Card Company Fees						
General Fund	\$ 46	17,927	\$ 2,963	25,938	-98.5%	-30.9%
Municipal Waste Fund	-	6,073	752	2,303	-100.0%	163.7%
Water Fund	2,301	62,204	6,769	81,921	-66.0%	-24.1%
Total Fees	\$ 2,346	\$ 86,204	\$ 10,484	\$ 110,162	-77.6%	-21.7%
Accounts Receivable						
Invoices Mailed						
Number	28	833	45	785	-37.8%	6.1%
Amount	\$ 61,276	1,981,037	\$ 91,048	1,824,290	-32.7%	8.6%
Invoices Paid						
Number	55	822	47	855	17.0%	-3.9%
Amount	\$ 84,208	1,933,081	\$ 71,219	1,804,254	16.2%	7.1%
Reminders Sent						
Number	20	196	12	245	66.7%	-20.0%
Amount	\$ 4,100	311,652	\$ 3,720	140,443	10.2%	122.0%
Accounts Payable						
Checks Issued						
Number	291	3,916	312	4,366	-6.7%	-10.3%
Amount	\$ 1,331,591	22,496,640	\$ 2,410,121	34,317,656	-44.8%	-34.4%
Manual Checks Issued						
Number	9	345	26	398	-65.4%	-13.3%
As % of Total Checks	3.09%	8.81%	8.33%	9.12%	-62.9%	-3.4%
Amount	\$ 6,136	2,674,893	\$ 570,213	11,483,806	-98.9%	-76.7%
As % of Total Checks	0.46%	11.89%	23.66%	33.46%	-98.1%	-64.5%
Utility Billing						
New Utility Accounts	87	1,810	100	1,643	-13.0%	10.2%
Bills Mailed / Active Accounts	15,653	187,400	15,573	186,693	0.5%	0.4%
Final Bills Mailed	87	1,810	100	1,656	-13.0%	9.3%
Shut-Off Notices	1,470	17,164	1,355	16,018	8.5%	7.2%
Actual Shut-Offs	116	1,278	99	1,211	17.2%	5.5%
Total Billings	\$ 1,830,190	21,967,002	\$ 1,699,675	21,590,407	7.7%	1.7%
Direct Debit (ACH) Program						
New Accounts	23	361	26	332	-11.5%	8.7%
Closed Accounts	(75)	(251)	(33)	322	127.3%	-178.0%
Total Accounts	3,281	33,751	2,669	31,802	22.9%	6.1%
As % of Active Accounts	20.96%	18.01%	17.14%	17.03%	3.8%	5.7%
Water Payments Received in Current Month						
Total Bills Mailed	15,653	187,400	15,573	186,693	0.5%	0.4%
ACH Payments	3,281	33,751	2,669	31,802	22.9%	6.1%
ACH Payments-% of Total Bills	20.96%	18.01%	17.14%	17.03%	22.3%	5.7%
On-line Payments (Internet Sales)	1,842	25,602	2,315	25,871	-20.4%	-1.0%
On-line Payments-% of Total Bills	11.77%	13.66%	14.87%	13.86%	-20.8%	-1.4%
Over-the-phone Payments	775	11,641	1,027	11,590	-24.5%	0.4%
Over-the-phone Payments-% of Total Bills	4.95%	6.21%	6.59%	6.21%	-24.9%	0.1%
Mail-in Payments	9,551	112,525	9,280	113,849	2.9%	-1.2%
Mail-in Payments-% of Total Bills	61.02%	60.05%	59.59%	60.98%	2.4%	-1.5%

WATER BILLING ANALYSIS
December 31, 2018

Residential Billings
Average Monthly Consumption/Customer

<u>Month Billed</u>	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>
December	4,038	4,214	4,198
January	4,916	4,897	4,538
February	4,175	4,177	4,486
March	4,169	3,914	3,845
April	4,276	4,242	4,206
May	4,437	4,257	4,213
June	4,595	4,595	4,633
July	5,010	5,214	4,505
August	5,431	4,965	5,439
September	5,068	4,951	4,782
October	4,474	5,003	4,379
November	4,330	4,375	4,147
December	4,214	4,198	4,170
13 Month Average -	4,549	4,539	4,426
% Change -	-0.5%	-0.2%	-2.5%

Total Water Customers

Average Bill

<u>Customer Type</u>				<u>Customer Type</u>			
	<u>Dec-17</u>	<u>Dec-18</u>	<u>% Change</u>		<u>Dec-17</u>	<u>Dec-18</u>	<u>% Change</u>
Residential	14,660	14,729	0.5%	Residential	\$ 55.09	\$ 57.14	3.7%
Commercial	913	924	1.2%				
Total	15,573	15,653	0.5%				

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

	<u>Month-To-Date</u>			<u>Year-To-Date</u>			
	<u>Dec-17</u>	<u>Dec-18</u>	<u>% Change</u>	<u>Dec-17</u>	<u>Dec-18</u>	<u>% Change</u>	
Residential	62	61	-1.6%	Residential	800	783	-2.1%
Commercial	40	40	0.0%	Commercial	578	554	-4.2%
	102	101	-1.0%		1,378	1,337	-3.0%

STATEMENT OF INVESTMENTS-VILLAGE
As of December 31, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>General Fund</u>						
Illinois Funds - General	09/30/86		4,247,126.96			2.328
Illinois Funds - Veterans Memorial	05/01/92		304.26			2.328
IMET Convenience Fund	10/20/05		2,788.44			2.110
Citibank SDA	11/07/08		975,142.73			1.500
Chase Money Market	03/06/18		3,055,335.71			1.490
CD with PMA	08/22/13		<u>13,268,023.91</u>	13,268,023.91	13,574,742.31	0.375
			21,548,722.01			
<u>Motor Fuel Tax</u>						
Illinois Funds	09/30/86		20,175.94			2.328
Citibank SDA	11/07/08		12,527.34			1.500
CD with PMA	08/22/13		<u>53,268.80</u>	53,268.80	54,511.84	0.375
			85,972.08			
<u>Asset Seizure - Federal</u>						
Illinois Funds	06/09/99		4,248.16			2.328
<u>Asset Seizure - State</u>						
Illinois Funds	11/30/98		54,402.28			2.328
<u>Asset Seizure - BATTLE</u>						
Illinois Funds	07/10/08		149.45			2.328
<u>Municipal Waste System</u>						
Illinois Funds	08/31/98		7,728.38			2.328
<u>2005A G.O. Debt Serv.</u>						
Illinois Funds	11/30/04		301,141.78			2.328
<u>Central Road Corridor Improv.</u>						
Illinois Funds	12/15/88		9,501.31			2.328
Citibank SDA	11/07/08		<u>19,562.28</u>			1.500
			29,063.59			
<u>Hoffman Blvd Bridge Maintenance</u>						
Illinois Funds	07/01/98		10,908.27			2.328
CD with PMA	08/22/13		181,436.04	181,436.04	185,670.01	0.375
Citibank SDA	02/10/11		<u>104,721.49</u>			1.500
			297,065.80			

STATEMENT OF INVESTMENTS-VILLAGE
As of December 31, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Western Corridor</u>						
Illinois Funds	06/30/01		37,389.49			2.328
CD with PMA	08/22/13		3,424,412.15	3,424,412.15	3,493,780.96	
Citibank SDA	01/07/09		82,582.64			1.500
			<u>3,544,384.28</u>			
<u>EDA Series 1991 Project</u>						
Illinois Funds	08/22/91		1,044,551.77			2.328
Citibank SDA	02/10/11		236,226.08			-
			<u>1,280,777.85</u>			
<u>Road Improvement</u>						
Illinois Funds	01/01/15		882,096.05			
Chase Money Market	03/06/18		507,350.39			1.490
CD with PMA	03/09/17		0.00			
Citibank SDA			885,682.90			2.110
			<u>2,275,129.34</u>			
<u>Capital Improvements</u>						
Illinois Funds	12/31/96		1,216.28			2.328
Citibank SDA	01/07/09		243,030.71			1.500
			<u>244,246.99</u>			
<u>Capital Vehicle & Equipment</u>						
Illinois Funds	12/31/96		22,736.17			2.328
Citibank SDA	01/07/09		69,695.96			1.500
			<u>92,432.13</u>			
<u>Capital Replacement</u>						
Illinois Funds	02/01/98		3,212.92			2.328
CD with PMA	08/22/13		486,014.72	486,014.72	497,474.20	0.375
			<u>489,227.64</u>			
<u>Water and Sewer</u>						
Illinois Funds	09/30/86		9,936.95			2.328
Citibank SDA	11/07/08		12,890.07			1.500
Chase Money Market	03/06/18		1,166,905.90			1.490
CD with PMA			712,453.73	712,453.73	728,075.82	
			<u>1,902,186.65</u>			
<u>Water and Sewer-2015 Bond Projects</u>						
Citibank SDA	08/12/15		300,246.56			1.500

STATEMENT OF INVESTMENTS-VILLAGE
As of December 31, 2018

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Water and Sewer-2017 Bond Projects</u>						
Citibank SDA	09/13/17		1,383,165.64			1.500
CD with PMA	09/13/17		4,057,630.00	4,057,630.00	4,152,805.02	
			<u>5,440,795.64</u>			
<u>Sears Operating</u>						
Illinois Funds			2,496.80			
Citibank SDA			192,051.42	244,940.69	248,079.64	
			<u>439,488.91</u>			
<u>Insurance</u>						
Illinois Funds	11/10/87		15,940.44			2.328
Citibank SDA	11/07/08		154,198.16			1.500
CD with PMA	08/22/13		2,119,589.80	2,119,589.80	2,162,071.70	0.375
			<u>2,289,728.40</u>			
<u>Information Systems</u>						
Illinois Funds	02/01/98		78,635.27			2.328
Citibank SDA	11/07/08		344,921.62			
CD with PMA			244,600.00	244,600.00	249,845.02	
			<u>668,156.89</u>			
<u>EDA Special Tax Alloc.</u>						
Citibank SDA	11/07/08		16,983,856.76			
<u>Roselle Road TIF</u>						
Illinois Funds	09/30/03		7,383.33			2.328
CD with PMA	08/22/13		92,655.85	92,655.85	94,818.06	0.375
Citibank SDA	11/07/08		17,986.53			1.500
			<u>118,025.71</u>			
<u>Barr./Higgins TIF</u>						
Illinois Funds	08/26/91		208,239.03			2.328
Total Investments			<u>\$ 58,605,416.31</u>			
Total Invested Per Institution					Percent Invested	
Illinois Funds			6,969,521.29		11.89	
IMET Convenience Fund			2,788.44		0.00	
Chase Money Market			4,729,592.00		8.07	
CD with PMA			24,885,025.69		42.46	
Citibank at PMA			22,018,488.89		37.57	
			<u>\$58,605,416.31</u>		100.00	

STATEMENT OF INVESTMENTS-VILLAGE As of December 31, 2018

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			5,924,869.52	14.69		
IMET			2,788.44	0.01		
Chase Money Market			4,729,592.00	11.72		
CD with PMA			24,885,025.69	61.69		
Citibank at PMA			4,798,406.05	11.89		
			\$40,340,781.70	100.00		
Total Invested Per Fund						
Total Investments - Operating Funds					\$27,327,047.95	
Total Investments - Debt Service Funds					\$301,141.78	
Total Investments - Trust Funds					\$16,983,856.76	
Total Investments - Capital Projects Funds					\$13,993,369.82	
Total Investments - All Funds					\$58,605,416.31	

PMA CERTIFICATE OF DEPOSITS
December 31, 2018

	Settlement	Maturity	Cost	Interest Rate
GENERAL FUND				
Saco & Biddeford Savings Inst	03/09/17	03/07/19	241,914.72	1.170%
Morton Community Bank	03/09/17	03/07/19	241,914.72	1.170%
Prudential Savings Bank	03/09/17	03/07/19	241,914.72	1.170%
1st Colonial Natl Bank	03/09/17	03/07/19	241,914.72	1.170%
Columbus Bank & Trust Company	03/15/18	03/14/19	241,737.32	2.100%
Union Bank Company	03/15/18	03/14/19	241,737.32	2.100%
TransPecos Banks	03/15/18	03/14/19	241,737.32	2.100%
Hawthorn Bank	03/15/18	03/14/19	241,737.32	2.100%
ZB, National Association	03/15/18	03/14/19	241,737.32	2.100%
Iowa State Bank	03/15/18	03/14/19	241,737.32	2.100%
Fort Jennings State Bank	03/15/18	03/14/19	241,737.32	2.100%
Marlborough Savings Bank	03/15/18	03/14/19	209,493.30	2.100%
Post Oak Bank, N.A.	06/21/18	06/21/19	244,200.00	2.350%
Premier Bank	06/21/18	06/21/19	244,200.00	2.353%
Servisfirst Bank	06/21/18	06/21/19	244,100.00	2.378%
Sonabank	06/21/18	06/21/19	244,100.00	2.393%
Pacific Western Bank	06/29/18	06/28/19	244,300.00	2.281%
Bank of China, NY	07/26/18	07/25/19	2,762,271.98	2.480%
Bank of China, NY	09/27/18	09/26/19	1,750,000.00	2.520%
Citibank	11/01/18	10/31/19	3,135,182.65	2.050%
Bank of China, NY	12/27/18	06/27/19	1,530,355.86	2.570%
GENERAL FUND TOTALS:			\$ 13,268,023.91	
MFT FUND				
Pacific Commerce Bank	03/09/17	03/07/19	53,268.80	1.170%
MFT TOTALS:			\$ 53,268.80	
HOFFMAN BLVD BRIDGE FUND				
First National Bank & Trust Co	03/09/17	03/07/19	181,436.04	1.170%
HOFFMAN BLVD BRIDGE TOTALS:			\$ 181,436.04	
WESTERN CORRIDOR FUND				
Landmark Bank N.A.	03/09/17	03/07/19	241,914.72	1.170%
First Nation Bank of Sonora	03/09/17	03/07/19	241,914.72	1.170%
St Louis Bank	03/15/18	03/14/19	241,737.32	2.100%
Merrick Bank	06/21/18	06/21/19	244,200.00	2.350%
Millennium Bank	06/21/18	06/21/19	244,100.00	2.378%
New Omni Bank, N.A.	06/21/18	06/21/19	244,200.00	2.350%
Bank of China, NY	07/26/18	07/25/19	243,864.01	2.480%
Bank 7	08/24/18	05/21/19	245,600.00	2.370%
Texas Capital Bank	08/24/18	05/21/19	245,600.00	2.370%
Franklin Synergy Bank	08/24/18	05/21/19	245,700.00	2.350%
Landmark Community Bank	08/24/18	05/21/19	245,700.00	2.340%
Bank of China, NY	09/27/18	09/26/19	250,000.00	2.520%
Bank of China, NY	12/27/18	06/27/19	489,881.38	2.570%
WESTERN CORRIDOR TOTALS:			\$ 3,424,412.15	

PMA CERTIFICATE OF DEPOSITS
December 31, 2018

	Settlement	Maturity	Cost	Interest Rate
CAPTIAL REPLACEMENT FUND				
Peoples Bank National Association	03/09/17	03/07/19	241,914.72	1.170%
Mainstreet Bank	06/21/18	06/21/19	244,100.00	2.382%
CAPTIAL REPLACEMENT TOTALS:			\$ 486,014.72	
WATER & SEWER FUND				
Citibank	11/01/18	10/31/19	467,513.04	2.050%
Bank of China, NY	12/27/18	06/27/19	244,940.69	2.570%
WATER & SEWER TOTALS:			\$ 712,453.73	
SEARS CENTRE FUND				
Bank of China, NY	12/27/18	06/27/19	244,940.69	2.570%
SEARS CENTRE TOTALS:			\$ 244,940.69	
INSURANCE FUND				
Bank of Akron	03/09/17	03/07/19	241,914.72	1.170%
WesBanco Bank	03/09/17	03/07/19	237,321.55	1.170%
United Bank	03/15/18	03/14/19	241,737.32	2.100%
Gold Coast Bank	03/15/18	03/14/19	241,737.32	2.100%
Parke Bank	03/15/18	03/14/19	241,737.32	2.100%
InterBank	03/15/18	03/14/19	161,570.10	2.100%
First National Bank in Green Forest	03/15/18	03/14/19	19,826.08	2.100%
Bank of China, NY	07/26/18	07/25/19	243,864.01	2.480%
Bank of China, NY	12/27/18	06/27/19	489,881.38	2.570%
INSURANCE TOTALS			\$ 2,119,589.80	
INFORMATION SYSTEM FUND				
Bank of China	03/12/18	03/14/19	244,600.00	2.133%
INFORMATION SYSTEM TOTALS:			\$ 244,600.00	
ROSELLE RD TIF FUND				
First Bank & Trust Company	03/09/17	03/07/19	92,655.85	1.170%
ROSELLE RD TIF TOTALS:			\$ 92,655.85	
2017 BOND PROCEEDS FUND				
CIBC Bank USA/ Private Bank-MI	09/13/17	12/02/19	240,700.00	1.675%
United Bank	09/13/17	12/02/19	876,930.00	1.362%
United Bank	09/13/17	08/01/19	1,120,000.00	1.339%
United Bank	09/13/17	04/01/19	1,120,000.00	1.336%
Bank OZK	12/04/18	06/30/19	700,000.00	2.400%
2017 BOND PROCEEDS TOTALS:			\$ 4,057,630.00	
			TOTAL: \$	24,885,026

**OPERATING REPORT SUMMARY
REVENUES**

December 31, 2018

	<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	100,000	850	16,364,510	16,065,030	16,364,510	98.2%	
Hotel Tax	107,083	99,472	1,285,000	1,242,363	1,285,000	96.7%	
Real Estate Transfer Tax	66,667	189,210	800,000	1,381,303	800,000	172.7%	
Home Rule Sales Tax	305,000	316,550	3,660,000	3,781,612	3,660,000	103.3%	
Telecommunications Tax	151,042	147,478	1,812,500	1,621,083	1,812,500	89.4%	
Property Tax - Fire	275,879	543	3,310,550	3,251,845	3,310,550	98.2%	
Property Tax - Police	300,003	608	3,600,030	3,538,416	3,600,030	98.3%	
Other Taxes	90,048	26,715	1,080,580	889,923	1,080,580	82.4%	
Total Taxes	1,395,722	781,426	31,913,170	31,771,555	31,913,170	99.6%	
Business Licenses	-	3,953	340,000	374,388	340,000	110.1%	
Liquor Licenses	-	33	245,000	281,849	245,000	115.0%	
Building Permits	59,167	57,994	710,000	1,175,489	710,000	165.6%	
Other Licenses & Permits	1,542	1,457	18,500	13,436	18,500	72.6%	
Total Licenses & Permits	60,708	63,436	1,313,500	1,845,161	1,313,500	140.5%	
Sales Tax	660,292	641,917	7,923,500	8,032,171	7,923,500	101.4%	
Local Use Tax	110,000	132,426	1,320,000	1,452,336	1,320,000	110.0%	
State Income Tax	408,333	295,502	4,900,000	4,969,780	4,900,000	101.4%	
Replacement Tax	18,900	9,362	226,800	262,786	226,800	115.9%	
Other Intergovernmental	38,567	1	462,800	393,885	462,800	85.1%	
Total Intergovernmental	1,236,092	1,079,208	14,833,100	15,110,958	14,833,100	101.9%	
Engineering Fees	8,333	(500)	100,000	160,250	100,000	160.3%	
Ambulance Fees	108,333	96,550	1,300,000	1,444,729	1,300,000	111.1%	
Police Hireback	35,417	39,797	425,000	420,427	425,000	98.9%	
Lease Payments	59,487	56,916	654,353	741,303	713,840	103.8%	
Cable TV Fees	-	-	860,000	791,616	860,000	92.0%	
4th of July Proceeds	-	-	103,297	103,297	136,700	75.6%	
Employee Payments	91,667	114,024	1,100,000	1,326,208	1,100,000	120.6%	
Hireback - Arena	13,333	6,239	160,000	244,168	160,000	152.6%	
Rental Inspection Fees	-	111,079	310,000	435,788	310,000	140.6%	
Other Charges for Services	76,083	146,408	913,000	971,793	913,000	106.4%	
Total Charges for Services	392,653	570,513	5,925,650	6,639,578	6,018,540	110.3%	
Court Fines-County	18,333	-	220,000	167,127	220,000	76.0%	
Ticket Fines-Village	41,667	28,308	500,000	499,231	500,000	99.8%	
Overweight Truck Fines	500	230	6,000	5,180	6,000	86.3%	
Red Light Camera Revenue	41,667	35,510	500,000	518,375	500,000	103.7%	
Local Debt Recovery	8,333	8,119	100,000	165,525	100,000	165.5%	
Total Fines & Forfeits	110,500	72,167	1,326,000	1,355,439	1,326,000	102.2%	
Total Investment Earnings	15,833	43,122	190,000	432,991	190,000	227.9%	
Reimburse/Recoveries	18,333	(2,458)	220,000	121,484	220,000	55.2%	
S.Barrington Fuel Reimbursement	2,333	3,171	28,000	39,361	28,000	140.6%	
Tollway Payments	2,083	2,400	25,000	40,950	25,000	163.8%	
Other Miscellaneous	15,834	10,461	190,010	475,029	190,010	250.0%	
Total Miscellaneous	38,584	13,574	463,010	676,824	463,010	146.2%	
Total Operating Transfers In	4,167	16,707	50,000	203,081	50,000	406.2%	
Total General Fund	3,254,259	2,640,153	56,014,430	58,035,587	56,107,320	103.4%	100.0%

**OPERATING REPORT SUMMARY
REVENUES**

December 31, 2018

	<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>			
Water & Sewer Fund							
Water Sales	1,506,058	1,426,051	18,072,700	18,058,754	18,072,700	99.9%	
Connection Fees	4,167	4,197	50,000	141,209	50,000	282.4%	
Cross Connection Fees	3,167	3,195	38,000	38,832	38,000	102.2%	
Penalties	6,667	11,564	80,000	123,307	80,000	154.1%	
Investment Earnings	1,750	13,363	21,000	122,656	21,000	584.1%	
Other Revenue Sources	32,125	6,892	385,500	327,679	385,500	85.0%	
Capital Projects	-	-	-	7,271	2,685,730	0.3%	
Total Water Fund	1,553,933	1,465,263	18,647,200	18,819,708	21,332,930	88.2%	100.0%
Motor Fuel Tax Fund	113,083	117,371	1,357,000	1,392,620	1,357,000	102.6%	
Community Dev. Block Grant Fund	25,483	47,740	305,800	241,719	305,800	79.0%	
Asset Seizure Fund	17	508	200	463,448	200	231724.1%	
Municipal Waste System Fund	243,874	292,499	2,926,490	2,988,089	2,926,490	102.1%	
Sears Centre Operating Fund	262,902	249,423	3,154,820	3,546,072	3,154,820	112.4%	
Sears Centre Activity Fund	662,847	129,454	7,954,160	7,630,911	7,954,160	95.9%	
Stormwater Management	44,600	44,982	535,200	539,960	535,200	100.9%	
Insurance Fund	145,595	134,651	1,747,140	1,778,965	1,747,140	101.8%	
Roselle Road TIF	18,708	348	200,500	458,882	200,500	228.9%	
Barrington/Higgins TIF	50,471	485	555,179	568,611	605,650	93.9%	
Higgins/Hassell TIF	8,200	-	98,400	370,321	98,400	376.3%	
Information Systems	143,474	139,677	1,721,690	1,679,733	1,721,690	97.6%	
Total Spec Rev. & Int. Svc. Fund	1,717,254	1,157,139	20,556,579	21,659,331	20,607,050	105.1%	
TOTAL OPERATING FUNDS	6,525,447	5,262,555	95,218,209	98,514,626	98,047,300	100.5%	100.0%
2015A & C G.O. Debt Service	-	692	3,403,320	3,402,496	3,403,320	100.0%	
2015B G.O. Debt Service	-	475	121,000	120,975	121,000	0.0%	
2016 G.O. Debt Service	21,940	32	438,800	429,134	438,800	0.0%	
2017A & B G.O. Debt Service	-	-	170,710	171,152	170,710	0.0%	
2018 G.O. Debt Service	-	-	-	32,501,257	-	0.0%	
2008 G.O.D.S. Fund	-	-	878,380	419,216	878,380	47.7%	
2009 G.O.D.S. Fund	113,866	14,682	2,277,320	1,926,008	2,277,320	84.6%	
TOTAL DEBT SERV. FUNDS	135,806	15,882	7,289,530	38,970,237	7,289,530	534.6%	100.0%
Central Rd. Corridor Fund	50	65	600	1,451	600	241.8%	
Hoffman Blvd Bridge Maintenance	42	448	500	4,752	500	950.4%	
Western Corridor Fund	833	11,296	10,000	105,002	10,000	1050.0%	
Traffic Improvement Fund	33	-	400	652	400	0.0%	
EDA Series 1991 Project	417	5,502	5,000	93,931	5,000	1878.6%	
Central Area Rd. Impr. Imp. Fee	-	32	-	307	-	0.0%	
Western Area Traffic Impr.	25	9	300	69	300	23.2%	
Western Area Traffic Impr. Impact Fee	72,500	-	870,000	-	870,000	0.0%	
Capital Improvements Fund	223,120	140,097	2,677,440	1,661,238	2,677,440	62.0%	
Capital Vehicle & Equipment Fund	60,829	46,892	729,950	779,323	729,950	106.8%	
Capital Replacement Fund	48,194	35,198	578,330	574,007	578,330	99.3%	
2015 Project Fund	13	-	150	7,773	150	5182.3%	
Road Improvement Fund	561,833	434,292	6,742,000	5,652,679	6,742,000	83.8%	
TOTAL CAP. PROJECT FUNDS	967,889	673,830	11,614,670	8,881,185	11,614,670	76.5%	100.0%
Police Pension Fund	482,092	866,688	5,785,100	1,984,463	5,785,100	34.3%	
Fire Pension Fund	456,831	1,005,317	5,481,970	4,117,086	5,481,970	75.1%	
TOTAL TRUST FUNDS	938,923	1,872,005	11,267,070	6,101,548	11,267,070	54.2%	100.0%
TOTAL ALL FUNDS	8,568,064	7,824,273	125,389,479	152,467,596	128,218,570	118.9%	100.0%

OPERATING REPORT SUMMARY
EXPENDITURES
December 31, 2018

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>		
General Fund							
General Admin.							
Legislative	30,960	25,712	371,520	366,416	371,520	98.6%	
Administration	49,789	43,855	597,470	592,855	597,470	99.2%	
Legal	43,213	69,453	518,560	465,039	518,560	89.7%	
Finance	88,172	70,904	1,058,060	1,035,679	1,058,060	97.9%	
Village Clerk	17,433	16,304	209,190	202,772	209,190	96.9%	
Human Resource Mgmt.	50,032	53,194	600,380	548,693	600,380	91.4%	
Communications	18,943	17,874	227,320	191,246	227,320	84.1%	
Cable TV	14,502	11,905	174,020	160,940	174,020	92.5%	
Total General Admin.	313,043	309,200	3,756,520	3,563,641	3,756,520	94.9%	100.0%
Police Department							
Administration	125,470	112,441	1,505,640	1,482,767	1,505,640	98.5%	
Juvenile Investigations	45,964	36,783	551,570	543,820	551,570	98.6%	
Tactical	81,393	52,003	976,710	935,746	976,710	95.8%	
Patrol and Response	908,883	607,472	10,906,590	10,629,710	10,906,590	97.5%	
Traffic	101,713	80,545	1,220,550	1,091,340	1,220,550	89.4%	
Investigations	110,848	89,560	1,330,170	1,304,046	1,330,170	98.0%	
Community Relations	1,154	1,699	13,850	13,955	13,850	100.8%	
Communications	60,850	-	730,200	666,027	730,200	91.2%	
Canine	15,023	12,227	180,270	176,725	180,270	98.0%	
Special Services	19,101	22,193	229,210	252,823	229,210	110.3%	
Records	25,534	21,105	306,410	253,446	306,410	82.7%	
Administrative Services	64,002	58,476	768,020	737,768	768,020	96.1%	
Emergency Operations	6,774	8,693	81,290	71,866	81,290	88.4%	
Total Police	1,566,707	1,103,198	18,800,480	18,160,040	18,800,480	96.6%	100.0%
Fire Department							
Administration	75,213	71,030	902,560	858,687	902,560	95.1%	
Public Education	3,621	3,243	43,450	48,673	43,450	112.0%	
Suppression	697,092	659,113	8,365,100	8,384,698	8,365,100	100.2%	
Emer. Med. Serv.	639,770	547,913	7,677,240	7,508,851	7,677,240	97.8%	
Prevention	43,468	37,044	521,610	521,847	521,610	100.0%	
Fire Stations	3,233	6,139	38,800	37,401	38,800	96.4%	
Total Fire	1,462,397	1,324,482	17,548,760	17,360,157	17,548,760	98.9%	100.0%
Public Works Department							
Administration	27,282	24,318	327,380	334,426	327,380	102.2%	
Snow/Ice Control	150,950	146,453	1,811,400	1,637,349	1,811,400	90.4%	
Pavement Maintenance	43,214	56,684	518,570	492,084	518,570	94.9%	
Forestry	95,328	122,449	1,143,940	1,063,925	1,143,940	93.0%	
Facilities	97,005	110,177	1,164,060	1,101,763	1,164,060	94.6%	
Fleet Services	103,523	100,333	1,242,270	1,121,013	1,242,270	90.2%	
F.A.S.T.	17,535	9,521	210,420	227,812	210,420	108.3%	
Storm Sewers	14,619	11,589	175,430	151,625	175,430	86.4%	
Traffic Control	63,066	49,308	756,790	674,950	756,790	89.2%	
Total Public Works	612,522	630,831	7,350,260	6,804,947	7,350,260	92.6%	100.0%

OPERATING REPORT SUMMARY
EXPENDITURES
December 31, 2018

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>		
Development Services							
Administration	32,924	30,592	395,090	392,337	395,090	99.3%	
Planning	35,280	4,591	423,360	352,053	423,360	83.2%	
Code Enforcement	124,456	109,010	1,493,470	1,415,323	1,493,470	94.8%	
Transportation & Engineering	111,535	105,585	1,338,420	1,309,458	1,338,420	97.8%	
Economic Development	126,145	452,731	1,513,740	997,921	1,513,740	65.9%	
Total Development Services	430,340	702,510	5,164,080	4,467,091	5,164,080	86.5%	100.0%
Health & Human Services	61,063	58,542	732,760	695,573	732,760	94.9%	100.0%
Miscellaneous							
4th of July	54	54	153,865	153,865	170,540	90.2%	
Police & Fire Comm.	5,293	435	63,520	25,160	63,520	39.6%	
Misc. Boards & Comm.	19,408	30,228	232,900	218,395	232,900	93.8%	
Misc. Public Improvements	233,443	79,183	2,801,320	2,899,749	2,801,320	103.5%	
Total Miscellaneous	258,199	109,899	3,251,605	3,297,169	3,268,280	100.9%	100.0%
Total General Fund	4,704,271	4,238,662	56,604,465	54,348,616	56,621,140	96.0%	100.0%
Water & Sewer Fund							
Water Department	1,084,435	1,027,712	13,013,220	12,847,681	13,013,220	98.7%	
Sewer Department	178,148	214,070	2,137,770	2,194,880	2,137,770	102.7%	
Billing Division	68,826	75,368	825,910	830,648	825,910	100.6%	
Debt Service Division	-	-	205,471	205,471	292,630	70.2%	
Capital Projects Division	-	-	471,710	471,710	937,300	50.3%	
2015 Bond Capital Projects	42,435	42,435	225,250	225,250	93,600	240.7%	
2017 Bond Capital Projects	58,256	58,256	665,984	1,029,380	2,498,230	41.2%	
2018 Bond Capital Projects	-	-	-	46,628	-	0.0%	
Total Water & Sewer	1,432,100	1,417,841	17,545,315	17,851,647	19,798,660	90.2%	100.0%
Motor Fuel Tax	151,358	151,358	1,884,584	1,884,584	1,915,000	98.4%	
Community Dev. Block Grant Fund	59,112	59,112	251,050	251,050	305,800	82.1%	
Asset Seizure Fund	11,232	22,160	134,780	281,646	134,780	209.0%	
Municipal Waste System	253,048	392,295	3,036,580	2,969,141	3,036,580	97.8%	
Sears Centre Operating Fund	282,974	87,831	3,395,690	3,217,008	3,395,690	94.7%	
Sears Centre Activity Fund	662,847	344,882	7,954,160	7,712,691	7,954,160	97.0%	
Stormwater Management	66,304	339,931	795,650	632,054	795,650	79.4%	
Insurance	151,767	53,026	1,821,200	1,447,478	1,821,200	79.5%	
Information Systems	170,141	158,100	2,041,690	1,859,461	2,041,690	91.1%	
Roselle Road TIF	76,078	4,438	912,940	18,651	912,940	2.0%	
Barrington/Higgins TIF	50,471	10,732	403,767	339,903	605,650	0.0%	
Higgins/Hassell TIF	391	182,700	4,690	368,528	4,690	7857.7%	
TOTAL OPERATING FUNDS	8,072,093	7,463,069	96,786,561	93,182,460	99,343,630	93.8%	100.0%
2015A G.O. Debt Service	-	-	3,403,261	3,403,261	3,403,320	100.0%	
2015 G.O. Debt Service	-	-	120,975	120,975	121,000	100.0%	
2016 G.O. Debt Service	-	-	438,275	438,275	438,800	99.9%	
2017A & B G.O. Debt Service	-	-	171,152	171,152	170,710	100.3%	
2018 G.O. Debt Service	-	-	-	32,501,212	-	0.0%	
2008 G.O.D.S. Fund	-	-	439,438	439,438	878,380	50.0%	
2009 G.O.D.S. Fund	-	-	1,918,531	1,918,531	2,277,320	84.2%	
TOTAL DEBT SERV. FUNDS	-	-	6,491,632	38,992,844	7,289,530	534.9%	100.0%

OPERATING REPORT SUMMARY
EXPENDITURES
December 31, 2018

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>		
Central Road Corridor Improvement	1,667	-	20,000	18,337	20,000	91.7%	
Hoffman Blvd Bridge Maintenance	250	-	3,000	38,904	3,000	1296.8%	
Traffic Improvement Fund	1,250	-	15,000	13,750	15,000	91.7%	
EDA Series 1991 Project	102,750	4,155	1,233,000	278,982	1,233,000	22.6%	
Western Area Rd Improve Imp. Fee	26,250	-	315,000	-	315,000	0.0%	
Capital Improvements Fund	246,913	141,618	2,962,960	1,865,958	2,962,960	63.0%	
Capital Vehicle & Equipment Fund	78,948	222,454	947,370	1,148,029	947,370	121.2%	
Capital Replacement Fund	117,274	40,321	1,407,290	1,160,305	1,407,290	82.4%	
2015 Project Fund	-	-	-	586,310	-	N/A	
Road Improvement Fund	565,331	71,649	6,783,970	4,602,596	6,783,970	67.8%	
TOTAL CAP. PROJECT FUNDS	1,140,633	480,197	13,687,590	9,713,172	13,687,590	71.0%	100.0%
Police Pension Fund	493,111	535,596	5,917,330	6,175,044	5,917,330	104.4%	
Fire Pension Fund	434,743	456,137	5,216,920	5,475,139	5,216,920	104.9%	
TOTAL TRUST FUNDS	927,854	991,733	11,134,250	11,650,182	11,134,250	104.6%	100.0%
TOTAL ALL FUNDS	10,140,580	8,934,999	128,100,033	153,538,658	131,455,000	116.8%	100.0%



2018 DECEMBER MONTHLY REPORT

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December Synopsis

- In a continuation of the Annual Enrollment project that began last summer, we turned our attention to the Health Plan deductions and other deductions set to change on paychecks dated January 4, 2019. After devising a process that would convert employees' existing Health Plan Deduction Codes to the newly created codes, we were able to eliminate the need for ANY manual entry of these changes.
- Due to the increases in Permit Fees passed by the Board, we were asked to implement those fee changes. This began a project of looking at how Permit Fees are being entered currently and where we can make changes to streamline that process and let the program do the calculating for us.
- There were two separate occurrences of failures of payments posting back to eGov from FirstBilling website, requiring extension analysis and involvement by CentralSquare. In the end, it was found that both occurrences were solely due to problems with the FirstBilling application.

CentralSquare Technologies (CST)/GovQA Support Cases

- CentralSquare informed us that they would no longer honor Support calls for user password resets from our users. Instead, they will only accept password reset requests from our designated Admins by entering a case into their Customer Support portal.
- Provided CentralSquare with SQL script to update the deadline date to 2/17/2019 for rental inspections in Business Licensing.
- CentralSquare removed their terminated employees from their domain.
- We requested refresh of the FP Training 2 database multiple times to test processing deduction loading from Annual Enrollment
- In order to process the Executive Payroll, we requested a refresh to our FP training database at the end of December.
- Entered multiple Support cases for password resets. The users either did not set up security questions or could not remember the answers they entered.
- Requested new users set up for CST.
- Due to employee retirements, we requested CST remove access for those employees.
- After several months of asking for a resolution, the CST fixed the What If Calculator in EAC. We found another issue when using it to calculate a deduction code with certain characters in the check title and entered another CST Support case.
- Followed up on a request for an Employee Timesheets demo for our management staff.

Work Orders

- Annual Enrollment processing was our primary focus this month. Because we had to move all employees to new Health Plan Deduction Codes to accommodate the Annual Enrollment process, we devised a way to extract the current deduction codes and convert those records to the new codes and then load the new codes into the employee deduction tables and inactivate the old code. This eliminated the need for manual entry of close to 600 deduction records. To complete this project we spent in excess of 70 hours on this project in December. This time included the tasks of constructing the file, checking the data, loading it into the test environment and then tweaking the data to correct anomalies, reloading it into a fresh test environment and confirming the correctness of the data. We then were confident of loading the data into the live database. Afterwards, we checked the employee records for accuracy and, finally, we created Cognos reports for HR and Finance Departments to use to confirm that all was correct and of the changes made.
- We continue to try to solve issues with FirstBilling not correctly processing eGov payments on their website. The first occurrence this month involved customers with multiple Residential Rental Licenses not being able to process payments. After working with them and providing the data sent via eGov, and advising FirstBilling that it appeared to be a problem on their website, they claimed the problem was due to a problem in the data sent by eGov. In fact, it was not. In the end, it was a problem with not clearing the cache of data on their website.

The second issue was wholly caused by FirstBilling making a program change on their website during the Thursday before Christmas resulting in UB payments not being processed at all for a five days. We expressed our concern that they would choose such a time to make a change when staff that could identify a problem would be out of the office.

- Created SQL script to update RRL License Deadline date.
- Updated over the counter permit types.
- It was necessary to void a citation 8-18398 due to entry error in the citation number.
- Found report for containing email address for UB Accounts for Finance Dept.
- Purged old processed batches.
- Assisted User password resets.
- Removed retired employee from CentralSquare.
- Fixed Barrington Township locations in eCommunityPLUS.
- Retested What if Calculator and found a new defect.
- Continued working on Open Enrollment, updated deductions with correct deduction amounts for medical benefits.
- Continued working on Business License Certificates to replace FormEasy.

- Started developing a report showing the fees being charged for permits as a result of meeting with the Building Official and Development Services staff. We need to analyze how the fee table is being used.
- Created a report of FP user access for the Auditors.
- Due to staff termination in Public Works, modified all Public Works request types to change the assignment to other staff members until that position is filled.
- Assisted Siemens staff with analyzing the data we sent them.

Administration

- Prepared monthly report.
- Processed Payroll for department employees on December 3, 17, and 31.

Training

- Provided Entity Training to new Full Time Customer Service Rep.
- Review Permit Fee changes with Development Services staff. This led to a larger discussion of reviewing how the default amounts are being used.

Meetings

- Biweekly meetings with IS Director on December 3, 2018.

Geographic Information System Review

December Synopsis

- Firemap book edits to the primary & close-up pages were completed in December. The Fire Dept. will review the edits in January. There are some additional close-up views they also plan to add to the map book, which will also be received in January. The bulk of this project is complete and we'll begin focusing on new projects in January.
- The *Fire Alarm Panel Inspection* app was drafted in December. All the discrepancies between GIS and Johnson Controls addresses were reconciled and the data serves as the basis of the inspection. A guide for app use was also drafted and provided to Fire staff. Minor recommendations were made during a meeting to go over the app's capabilities, these were also completed in December. The Fire Department expects to begin using the app in February. We may see additional requests for edits and/or training at that time.
- The Public Transportation web map on the Village website was overhauled at the request of M. Hankey. In updating the map, it was discovered that Pace provides GIS feature services, so we now have the most current Pace info available. Pop-ups in the map were modified to include links to specific Pace route info via their website. A "Near Me" tool was also added to the map. By entering an address, the tool returns the bus routes within 1 mile of the location. This tool may be configured to include bus stations and/or ADA accessible data in the future.
- Upcoming in January: Complete the standardization of Village wall maps. There are about 800 street labels that will need to be reviewed in January. This will be the final phase of this standardization. While there may be some minor adjustments, printing should begin in January.

Work Orders

- WebMap Request: Alarm panel locations updates (FD)
- WebMap Request: Public Transportation overhaul (DS-TE)
- WebMap Request: Hoffnet parcel pop-ups include County data links (IS)
- WebMap Request: add fiber features and labels to Locator Map (PW)
- Map Request: utilities at Prairie Stone Pkwy (PW)
- Map Request: snow plow route updates (PW)
- Map Request: additional views for PW Wall (PW)

- Map Request: Rt. 72/Huntington IDOT culverts (DS-TE)
- Data Request: convert export water data to KMZ (PW)
- Data Request: IL municipalities & Cook County data (DS-P)
- Data Request: join fire alarm panel data to GIS (FD)
- GPS Request: various hydrants
- Troubleshooting: sidewalk map issues due to new Collector app; repaired (PW)
- Troubleshooting: GIS file extensions opening in incorrect program; repaired (DS-P)

Administration

- Flushing/Televising data (PW)
- Additional PW Wall map sample views (PW)
- Tutorial PDF guide for Fire Alarm panel app (FD)
- Pace data release forms (DS-TE)

Training

- Alarm Panel Inspection App w/ I. Irizarry (12/21)
- ArcGIS query, export selection, select by location tools w/ P. Joshi (12/6)

Meetings

- Public Works GIS monthly (12/4)
- Public Transportation Webmap w/ M. Hankey (12/5)
- Fire Dept GIS Use w/ P. Fortunato, F. Besenhoffer, I. Irizarry (12/6)
- GIS Bi-Weekly (12/3)
- 2018 GIS Accomplishments w/ S. Diatte (12/20)

Project Activities

Project – Printers Upgrade

- I.S. Staff continues to work towards replacing old and failing printers. I.S. department is committed to replace all printers that are 10-15 years old. During the month of December we were able to replace a printer and fax located at the Public Works Vehicle Maintenance Department.

Project – CCTV Project

- I.S. Staff finalized the work with PACE Systems upgrade and replacement of cameras throughout the Village. During the month of December the team was able to complete the project. In total, over two hundred cameras were installed in fifteen different locations throughout the Village.

Project – Wireless Access Points Replacement

- I.S. Staff continues replacement of all aging access points throughout the Village. During the month of December, I.S. staff added new Ethernet links at Fire Station 21, 22 and 24 which will be used as a backbone for the new access points.

Project – KnowBe4 Campaign

- I.S. Staff deployed new spam and phishing campaign to all Village employees. This campaign and training started on December 1st. Any employee that failed the spam/phishing test will be required to take short, 15 minute online training that explains the dangers of opening unknown or questionable emails. Users will have 30 days to complete the training and subsequent quiz. This campaign/training will be renewed on monthly basis.

Project – Computer Replacements

- I.S. Staff continues to work on old desktop computer replacements. During the month of December, I.S. staff started replacing computers at the Public Works, HHS, General Government, HR, Finance and Police Departments.

Project – Disaster Recovery

- I.S. Department is committed to continue improve network redundancy and disaster recovery throughout the Village's network infrastructure. During the month of December, I.S. staff was able to verify file cluster configuration in preparation for additional/redundant file access server.

Project – Public Works IDF

- I.S. Staff completed wiring, switch installation and configuration at the new IDF location. The existing equipment has been moved to the new infrastructure with minimal down time and impact on productivity.

Project – Copiers

- I.S Staff along with the representatives from ProveIT continued to refine copier configurations. Furthermore, I.S. Staff installed and configured proximity card readers on every copier which will greatly improve usability of the copiers as well as will improve accountability.

Meetings

- I.S. Staff continued to meet with the representatives from Sentinel to discuss QOS project.
- I.S. Staff met to discuss, compare and analyze received proposals for the phone system replacement at the Sears Centre Arena.
- I.S. Staff attended CAD meeting at NWCD.
- I.S. Staff met with the representatives from Dropbox and discussed plans and packages.

Training

- Fred Besenhoffer and Darek Raszka attended ADA and FMLA Supervisor training.

Technical Support, Hardware & Software Activities

- Applied necessary software updates as needed.
- 171 help desk requests were opened during the month of December.
- 156 help desk requests were closed during the month of December.
- Self Service Password Resets or Account Unlocks:
 - Email passwords reset: 0
 - Voicemail passwords reset: 3
 - User accounts unlocked: 3
 - Active Directory Password Resets: 3

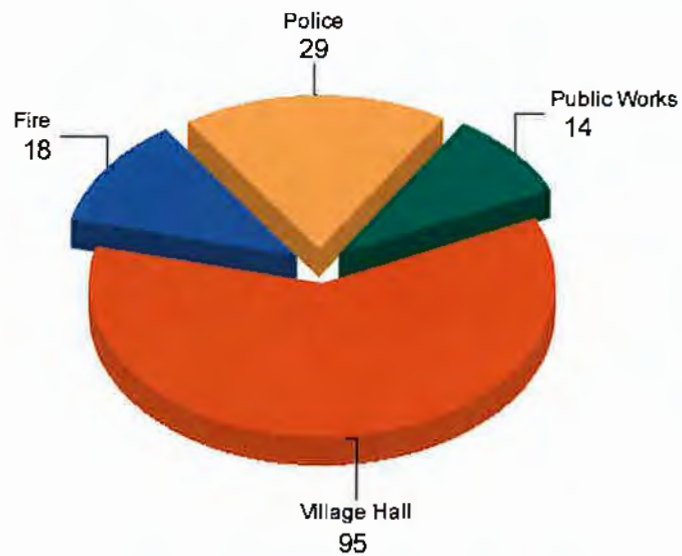
Director Summary

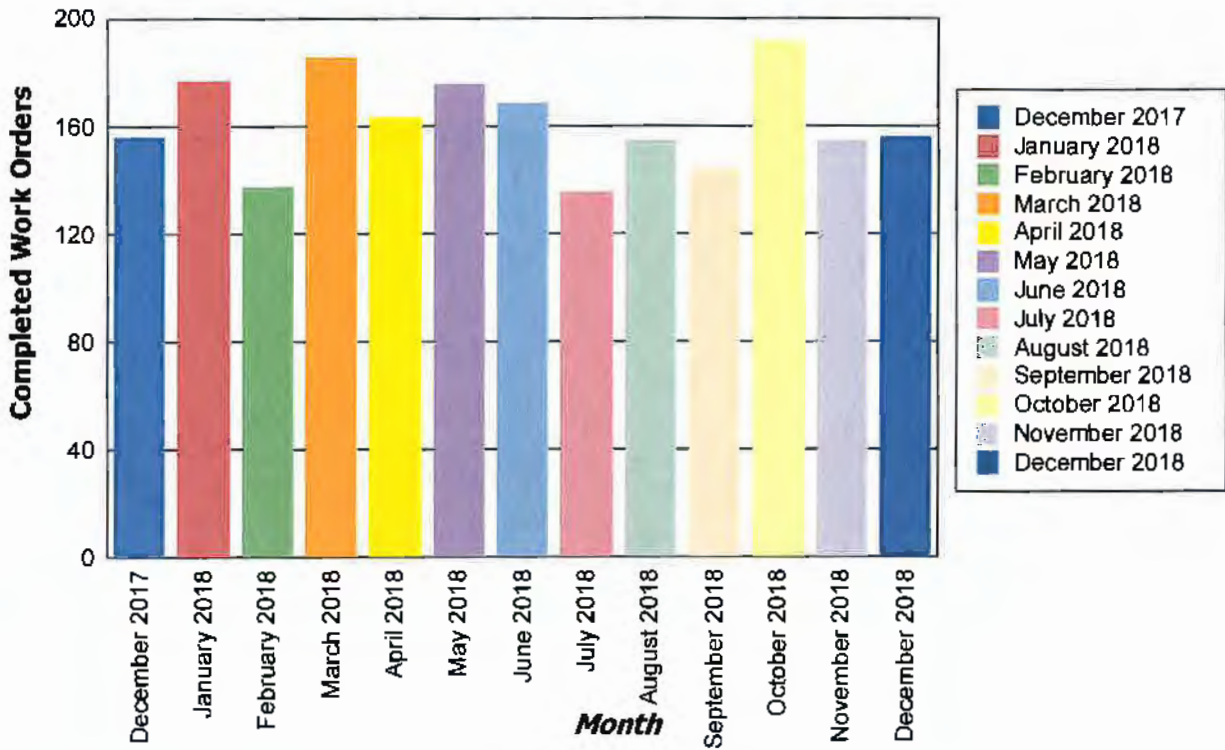
- Attended ADA and FMLA Supervisor training.
- Capital Improvements and Budget review meetings.
- Met with Ben Gibbs, Erin Sweeney and Mark Koplin to review and modify the scope of work for contract I.T. personnel employed by the SCA.
- Met with Pat Fortunato, Ian Irizarry and Jacob Lozano regarding Fire usage of GIS.
- Awarded the Sears Centre telephone replacement RFP to CallOne.
- Conducted bi-weekly meetings with the leads of each of the I.S. Departments divisions
 - Project progress
 - Division Goals Review
- Monthly meeting with the Manager's office.
- Police CAD group conference call with NWCD.
- Bi Weekly Management team and Committee agenda meetings.
- Cooked for the HHS blood drive.

Total Work Orders by Priority by Month

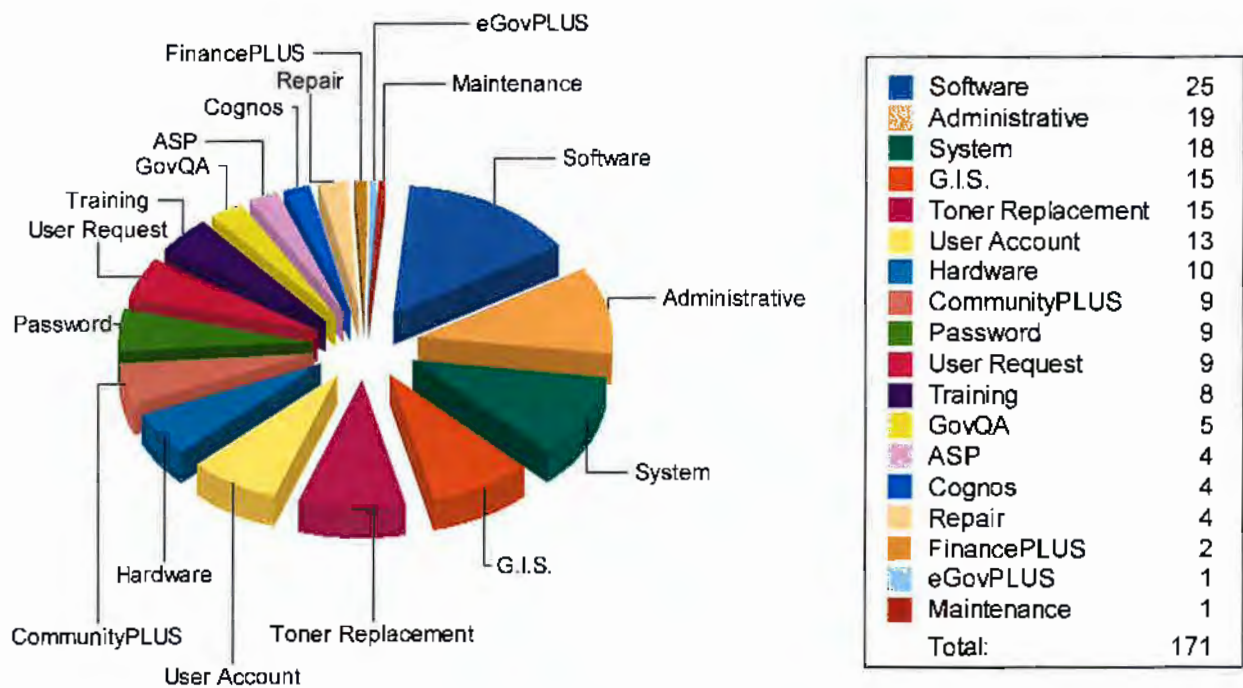
Month	February
1 - Normal	146
2 - High	0
3 - Urgent	2
Project	7
Scheduled Event	14
Vendor intervention required	2
Total for Month	171

Completed Work Orders by Location



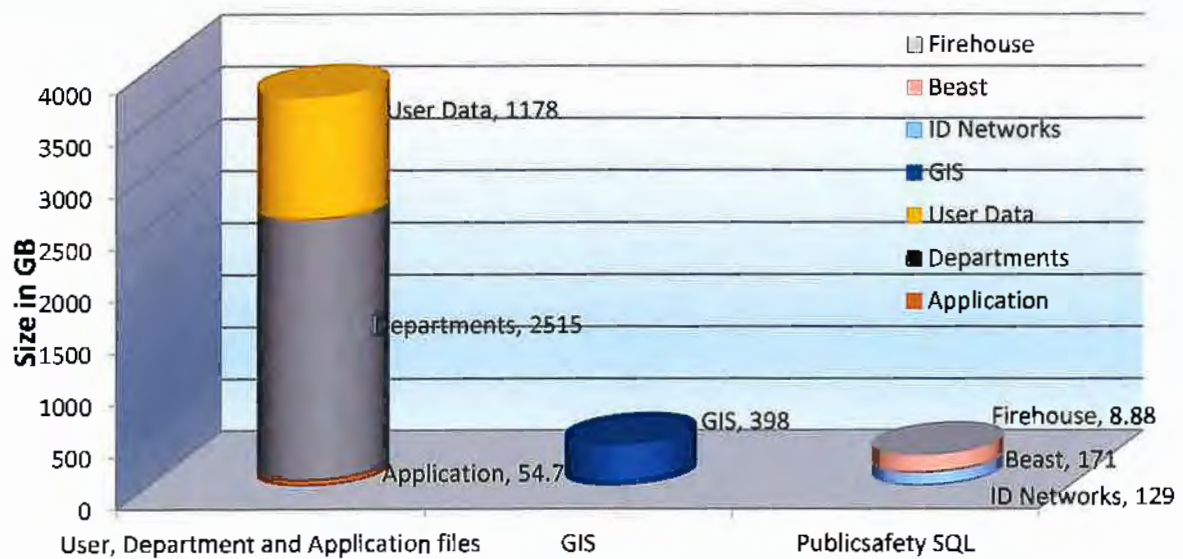


Work Order Trends by Type



System and Data Functions

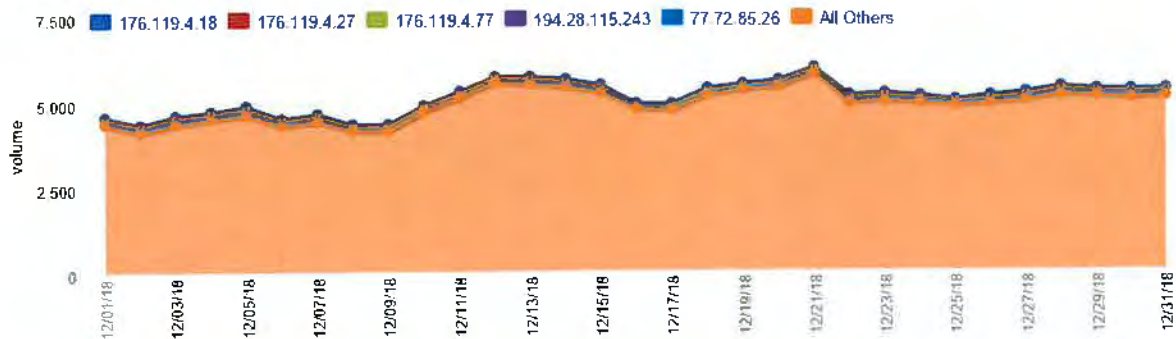
Disk Usage



Sentinel IPS Attack Report

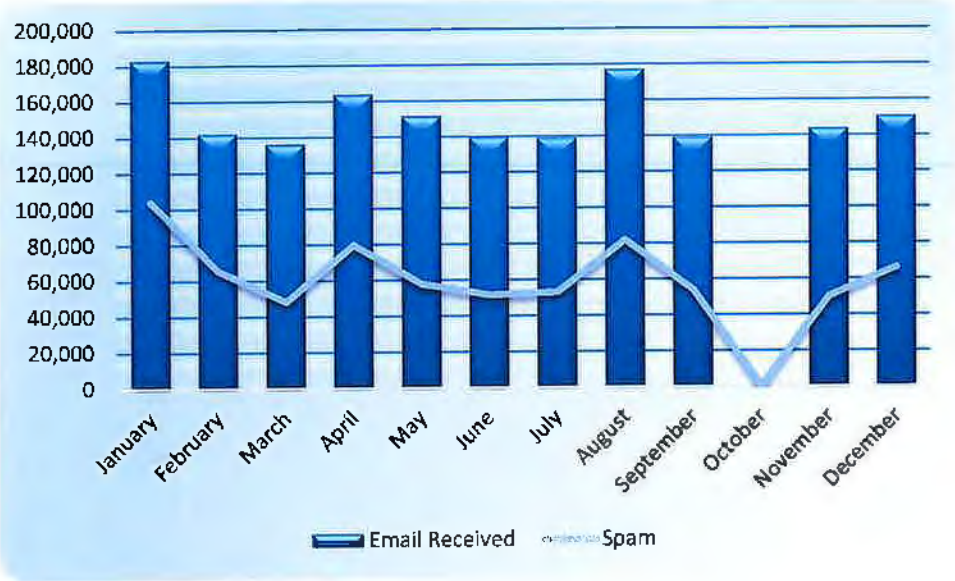
External parties attacked the Village network 157372 times during the month of December

Attack Volume with 5 Most Active IP Addresses



Email Spam Report

Month	Email Received	Spam	Percent Spam
January	182,753	104,111	57%
February	141,809	65,554	46%
March	135,823	48,211	35%
April	163,386	79,667	49%
May	151,173	57,882	38%
June	139,527	51,643	37%
July	138,906	53,074	38%
August	176,806	81,901	46%
September	138,947	53,962	39%
October	0	0	0%
November	143,598	50,267	35%
December	150,342	66,362	44%
Total	1,663,070	712,634	43%



Fred Besenhoffer, 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
DECEMBER 2018/JANUARY 2019**
DATE: January 25, 2019

1. Continued discussions regarding application of Cook County entertainment taxes.
2. Coordination with Levy and SCA staff regarding food and beverage catering for Village events.
3. Coordination of I.T. items at the SCA with Village I.S. Department and IT consultant.
4. Coordination with Facilities, Public Works Department, and SCA Building Engineer on ongoing maintenance of building systems.
5. Review of monthly financial reports and staffing/operational costs.
6. SCA will contract with Plow & Pour again for snow removal. Ben Gibbs has authority to sign such service contracts.
7. Working with Public Works and SCA to determine the annual MWRD user charge.
8. Monitoring the Sears Holdings situation as it relates to the naming rights.
9. Coordination with Ben Gibbs on the Windy City Bulls marketing and promotion for the 2018/2019 season.
10. Coordinated with SCA Finance to transfer funds collected at the IRCA Cheer event to pay back the Village for funds due per the 2017 settlement agreement (\$12,210).
11. Working with IS Department on the RFP for a new telephone system for the SCA.
12. Preliminary work on the 2019 FourthFest.

13. Tabulated the final costs of Village staff services to the SCA in 2018 to be accounted for in the final 2018 Financial Report.
14. Conducted weekly meetings with Ben Gibbs to discuss bookings, holds, operational items, and event coordination.



Mark Koplin
Assistant Village Manager
Department of Development Services

Attachments

MAK/kr

cc: J. Norris
Ben Gibbs (Spectra)

Sears Centre Arena
General Manager Update
 Jan 2019

Event Highlights	Notes
Jan 1 - WCB Game Jan 5 - WCB Jan 11 - WCB Jan 12 - WCB Jan 18 - WCB Jan 21 - WCB Jan 26-27 - Monster Truck	
Finance Department	
General	Arena finished 2018 financials. Ahead of budget by \$141,932
Monthly Financial Statement	Building Event Revenue YTD: \$2,339,898
	Building Sponsor/Other Revenue YTD: \$180,362
	Building Expenses YTD: \$2,970,618
	Building Income YTD: (\$450,359) vs. YTD Budget (\$592,290)
Operations Department	
General	Event prep for Monster Truck and Bull Riding.
Positions to Fill	Ops Coordinator position (will not be filled at this time)
Third Party Providers	N/A
Village Support	Salt delivery, concrete floor leveling
Events Department	
General	Event Management
Positions to Fill	N/A
Marketing Department	
General	Marketing support for WCB upcoming season, Beer Fest, Bull Riding, Motocross, Monster Truck, etc.
Positions to Fill	N/A
Group Sales Department	
General	Group sales will be handled by a third party company.
Box Office Department	
General	Prepping for multiple on sales
Food & Beverage Department	
General	Successful first WCB Game, adding menu items for remainder of season
Premium Seating Department	
General	NA
Positions to Fill	NA
Sponsorship Department	
General	Concentrating on unsold categories including insurance, hospitals and liquor
Monthly Financial Statement	Corporate Sales: \$94,336
	Suites Sales: \$157,920
General	
Capital Improvements/Repairs	Built parking lot shelters to support cash collecting function.



Event Announcement

What: **SONU NIGAM & NEHA KAKKAR**

When:

Date	Start (incl. Load In)	End (incl. Load Out)	Event Start Time(s)
FRI MAR 29	8:00am	3:00AM (03/30/19)	LOAD IN: 8:00AM DOORS: 7:30PM EVENT START: 8:30PM EVENT END: 11:30M BUILDING CLEAR: 11:59PM EVENT STAFF OUT: 11:90PM LOAD OUT DONE: 3:00AM (03/30/19)

Where: Sears Centre Arena

Tickets: Ticketed:
\$542, \$381, \$273, \$166, \$111, \$89, \$68, \$46

On Sale: **On Sale Now**

Marketing: Website & Marquee

Parking: \$20

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: Bhavesh Patel
Chief Executive Officer
SAHIL
Email: bhavesh@sahil.com
Web: www.sahil.com
Tel: (773)338-3636
Direct:(773) 522-2222

Notes: Indian concert. Tickets sold heavily through consignments through promoter.

ACCOUNTING USE ONLY: ___ Royalties Calculation ___ E-time Coding ___ Event Coding Sheet <u>7.5%</u> Tax

sears Centre Arena

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Event Announcement

What: *SURROUNDED & UNITED: THE TOUR 2019*
NEWSBOYS UNITED & MICHAEL W. SMITH

When:

EVENT SPACE		
Date	Event Space Description	Event Start Time(s)
THUR APRIL 18 2019	Arena	PLATINUM DOORS: 5:00pm-PRE-SHOW Q&A; 5:30pm GENERAL DOORS: 6:00PM EVENT START: 7:00pm EVENT END: 10:45pm

Where: Sears Centre Arena

Tickets: Ticketed:
PLATINUM 1 - \$129.75, PLATINUM 2 - \$115.75, PLATINUM 3 - \$99.75
GOLD CIRCLE - \$64.75, PL1 - \$54.75

On Sale: *Venue Presale: December 11 @ 10am - December 13 10pm. Password: MWS*
Public Onsale: December 14 @ 10am

Marketing: Website & Marquee

Parking: \$20

Levy: Concessions

SCA Event Mgr: TBA

Event Contact: Honnah Bakhtiary - 191 Touring | Director of Touring & Marketing
404-394-9808
honnah@191touring.com

Rachel Adams - 191 Touring | Sr. Director of Marketing
918-261-6847
rachel@191touring.com

Notes: Presale prices are for Platinum, Gold Circle and \$54.75 only.

Comps: No

ACCOUNTING USE ONLY: ___Royalties Calculation___ E-time Coding ___Event Coding Sheet 7 Tax%



Event Announcement

What: *LEGENDS FOOTBALL LEAGUE (LFL)*

When:

EVENT SPACE				
Date	Start (incl. Load In)	End (incl. Load Out)	Event Space Description	Event Start Time(s)
04/20/19 Saturday	8:00am	3:00am (4/21/19)	Arena	Team arrives: 1:00PM Doors: 6:00PM Game Start: 7:00PM Game End: 9:30PM Building Clear: 11:00PM
07/20/19 Saturday	8:00am	3:00am (7/21/19)	Arena	Team arrives: 1:00PM Doors: 6:00PM Game Start: 7:00PM Game End: 9:30PM Building Clear: 11:00PM

Where: Sears Centre Arena

Tickets: Ticketed: VIP – \$65, PL2 – \$30, PL3 – \$20

On Sale: *Onsale Now*

Marketing: Website & Marquee

Parking: \$10

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: Mitch Mortaza
323-337-9010 ext.3117
mitchell_mortaza@lflus.com

Heather Theisen, Creative Director
heather_theisen@lflus.com
Phone: 949-235-5940

Notes: April 20 game is Atlanta Steam vs. Chicago Bliss. July 20 game is Nashville Knights vs. Chicago Bliss
All seating is reserved.

Comps: No

ACCOUNTING USE ONLY: ___ Royalties Calculation ___ E-time Coding ___ Event Coding Sheet 9% Tax



Event Announcement

What: *ARIJIT SINGH*

When:

Date	Start (incl. Load In)	End (incl. Load Out)	Event Start Time(s)
THUR APR 25	8:00am	8:00pm	Load In Only: 8:00am
FRI APR 26	6:00am	3:00AM (04/27/19)	LOAD IN: 6:00AM DOORS: 7:00PM EVENT START: 8:00PM EVENT END: 11:30PM BUILDING CLEAR: 11:59PM EVENT STAFF OUT: 11:59PM LOAD OUT DONE: 3:00AM (04/27/19)

Where: Sears Centre Arena

Tickets: Ticketed:
\$159, \$99, \$79, \$59, \$49

On Sale: *On Sale Thursday, January 24 @ 10am*

Marketing: Website & Marquee

Parking: \$20

Levy: Concessions

SCA Event Mgr: TBD

Event Contact: Karl Karla
Cell: 847-767-6101, Business: 847-230-7977
sendlive2u@gmail.com
KARLKALRA9@GMAIL.COM
<http://live2u.org/>

Notes: Indian concert. Tickets sold primarily through consignments through promoter.

ACCOUNTING USE ONLY: ___ Royalties Calculation ___ E-time Coding ___ Event Coding Sheet <u>7.5%</u> Tax

sears Centre Arena

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Event Announcement

What: *FIVB VOLLEYBALL NATIONS LEAGUE*

When:

Date	Start (incl. Load In)	End (incl. Load Out)	Event Start Time(s)
FRIDAY JUNE 21	800AM	1159PM	CHINA VS. CANADA 5:00PM USA VS. JAPAN 8:00PM
SATURDAY JUNE 22	800AM	1159PM	CHINA VS. JAPAN 2:00PM USA VS. CANADA 7:30PM
SUNDAY JUNE 23	800AM	1159PM	JAPAN VS. CANADA 12:00PM USA VS. CHINA 4:30PM

Where: Sears Centre Arena

Tickets: Ticketed:
ALL-SESSION PACKAGE: PL1: \$275, PL2 - \$175 PL3 - \$150
SINGLE MATCHES: PL1 - \$55, PL2 - \$43, PL3 - \$33

On Sale: *Public On sale: Monday, December 17, 2018 @ 10:00am*

Marketing: Website & Marquee

Parking: \$20 per day

Levy: Concessions

SCA Event Mgr: TBA

Event Contact: Melissa Weymouth
Director, Beach & National Team Events & Sponsorship
4065 Sinton Rd., Ste. 200
Colorado Springs, CO 80907
t: (719) 228-6800 melissa.weymouth@usav.org

Comps: Yes, per approval

Notes: Group sales available through GroupTix. Friday tickets are good for both matches. Saturday and Sunday matches sold separately.

sears Centre Arena

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Event Announcement

What: *HILLSONG UNITED – USA TOUR 2019*

When:

EVENT SPACE		
Date	Event Space Description	Event Start Time(s)
MON JUNE 24 2019	Arena	DOORS: 5:30pm VIP; 6:00pm General EVENT START: 7:30pm EVENT END: 10:45pm

Where: Sears Centre Arena

Tickets: Ticketed: GA PIT-SRO – \$83.50, Reserved Floor – \$58.50, 100 Level General Admission – \$43.50, 200 Level General Admission - \$31.50.
VIP Packages for GA Pit & Reserved Floor - \$254 & \$154. Online Only

On Sale: Venue Presale: December 6 @ 10am – 10pm Password: EARLY
Public Onsale: December 7 @ 10am

Marketing: Website & Marquee

Parking: \$20

Levy: Concessions

SCA Event Mgr: TBA

Event Contact: Premier Productions - 336-887-3582
Ticketing Contacts: Krista@PremierProductions.com,
RachelP@premierproductions.com, Carrie@premierproductions.com
Marketing contacts: Robyn@PremierProductions.com,
Melody@premierproductions.com
Contracts/ Advance contact: Josh@premierproductions.com

Notes: **Show Schedule:** **5:30pm:** Premium Doors (VIP1 and VIP2 ticket holders)
5:45pm: Pre-Show Party (VIP1 ticket holders only, private merch setup), band in from 6-6:45pm, party open until 7:30pm
6:30pm: General Doors Open **7:30pm:** Mack Brown **7:45pm:** Amanda Cook **8:15pm:** Change over/Appeal **8:30pm:** United **10:45pm:** End

Comps: No

ACCOUNTING USE ONLY: ___Royalties Calculation___ E-time Coding ___Event Coding Sheet 7.5 Tax%