

This meeting is being held via telephonic attendance

**AGENDA
FINANCE COMMITTEE
Village of Hoffman Estates
March 22, 2021**

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 – February 22, 2021

NEW BUSINESS

1. Request approval of an ordinance reserving the Village's volume cap.
2. Request authorization to waive bidding and authorize the purchase of 50 desktop computers from Dell EMC, Round Rock, TX, in an amount not to exceed \$37,206.00.

REPORTS (INFORMATION ONLY)

1. Finance Department Monthly Report.
2. Information System Department Monthly Report.
3. NOW Arena Monthly Report.

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

February 22, 2021

I. Roll call

Members in Attendance:

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

Management Team

Members in Attendance

Eric Palm, Village Manager
Rachel Musiala, Finance Director
Dan O'Malley, Deputy Village Manager
Kathryn Cawley, Acting Police Chief
Arthur Janura, Corporation Counsel
Patti Cross, Asst. Corporation Counsel
Suzanne Ostrovsky, Asst. to Village Mgr.
Monica Saavedra, Director of HHS
Joe Nebel, Director of Public Works
Fred Besenhoffer, Director of IS
Patrick Seger, Director of HRM
Paul Bilodeau, Acting Fire Chief
Ric Signorella, CATV Coordinator

Management Team Members

Via Telephonic Attendance:

Mark Koplín, NOW Arena
Ben Gibbs, NOW Arena
Bryan Ackerlund, Dir. Building and Code
Enforcement

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

II. Approval of Minutes – January 25, 2021 and February 8, 2021 (Special)

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve the Finance Committee Meeting Minutes from January 25, 2021. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve the Special Finance Committee Meeting Minutes from February 8, 2021. Voice vote taken. All ayes. Motion carried.

REPORTS ONLY

1. Finance Department Monthly Report

The Finance Department Monthly Report was received and filed.

2. Information System Department Monthly Report

The Information System Department Monthly Report was received and filed.

3. NOW Arena Monthly Report

Trustee Stanton inquired about shows being booked. Mr. Gibbs provided comment.

The NOW Arena Monthly Report was received and filed.

III. President's Report

Mayor McLeod reported on his activities between February 15 and February 22.

IV. Other

Trustee Pilafas discussed the activities of the Economic Development Commission.

V. Items in Review

VI. Adjournment

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

Minutes submitted by:

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

Date

COMMITTEE AGENDA ITEM

VILLAGE OF HOFFMAN ESTATES

SUBJECT: Private Activity Bond (IRB)

MEETING DATE: March 22, 2021

COMMITTEE: Finance Committee

FROM: Arthur L. Janura, Jr., Corporation Counsel

PURPOSE: To consider reserving private activity bond (IRB) volume cap.

DISCUSSION: The Village is given a private activity bond cap each year by the State. This year's amount is \$5,602,520 based on a volume cap of \$110 per capita. Each year, this is granted, reserved or transferred, otherwise it cedes to the State on May 1. At this time, the Village should reserve its right to use the volume cap.

RECOMMENDATION: Recommend adoption of an ordinance reserving the Village's volume cap.

VILLAGE OF HOFFMAN ESTATES

**AN ORDINANCE RESERVING VOLUME CAP IN CONNECTION WITH
PRIVATE ACTIVITY BOND ISSUES AND RELATED ISSUES**

WHEREAS, the Village of Hoffman Estates, Cook and Kane Counties, Illinois (the "Municipality"), is a municipality and a home rule unit of government under Section 6 of Article VII of the 1970 Constitution of the State of Illinois; and

WHEREAS, Section 146 of the Internal Revenue Code of 1986, as amended (the "Code"), provides that the Municipality has volume cap equal to \$110 per resident of the Municipality in each calendar year, which volume cap may be reserved and allocated to certain tax-exempt private activity bonds; and

WHEREAS, the Illinois Private Activity Bond Allocation Act, 30 ILCS 1998, 345/1 et. seq., as supplemented and amended (the "Act") provides that a home rule unit of government may transfer its allocation of volume cap to any other home rule unit of government, the State of Illinois or any agency thereof or any non-home rule unit of government; and

WHEREAS, it is now deemed necessary and desirable by the Municipality to reserve all of its volume cap allocation for calendar year 2021 to be applied toward the issuance of private activity bonds (the "Bonds"), as provided in this Ordinance, or to be transferred, as permitted by this Ordinance.

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

Section 1: That, pursuant to Section 146 of the Code and the Act, the entire volume cap of the Municipality for calendar year 2021 is hereby reserved by the Municipality, which shall issue the Bonds using such volume cap, or shall use or transfer such volume cap, without any further action required on the part of the Municipality, and the adoption of this Ordinance shall be deemed to be an allocation of such volume cap to the issuance of the Bonds or such other bonds; provided, that any such transfer shall be evidenced by a written instrument executed by the mayor or any other proper officer or employee of the Municipality.

Section 2: That the Municipality shall maintain a written record of this Ordinance in its records during the term that the Bonds or any other such bonds to which such volume cap is allocated remain outstanding.

Section 3: That the President, Village Clerk and all other proper officers, officials, agents and employees of the Municipality are hereby authorized, empowered and directed to do all such acts and things and to execute all such documents and certificates as may be necessary to further the purposes and intent of this Ordinance.

Section 4: That the provisions of this Ordinance are hereby declared to be separable, and if any section, phrase or provision of this Ordinance shall for any reason be declared to be invalid, such declaration shall not effect the remainder of the sections, phrases and provisions of this Ordinance.

Section 5: That the Village Clerk is hereby authorized to publish this ordinance in pamphlet form.

Section 6: That this Ordinance shall be in full force and effect immediately from and after its passage and approval.

PASSED THIS _____ day of _____, 2021

VOTE	AYE	NAY	ABSENT	ABSTAIN
Trustee Karen V. Mills	_____	_____	_____	_____
Trustee Anna Newell	_____	_____	_____	_____
Trustee Gary J. Pilafas	_____	_____	_____	_____
Trustee Gary G. Stanton	_____	_____	_____	_____
Trustee Michael Gaeta	_____	_____	_____	_____
Trustee Karen Arnet	_____	_____	_____	_____
Mayor William D. McLeod	_____	_____	_____	_____

APPROVED THIS _____ DAY OF _____, 2021

Village President

ATTEST:

Village Clerk
Published in pamphlet form this _____ day of _____, 2021.

**ELECTRONIC (PDF) SUBMISSIONS TO:
OMB.VolumeCapRequest2020@illinois.gov**

April 6, 2021

**REPORT OF ALLOCATION GRANTED
BY HOME-RULE UNITS**

Governor's Office of Management and Budget
Capital Markets Unit – Volume Cap Submission
JRTC, 100 W. Randolph Street – Suite 15-100
Chicago, IL 60601
Attn: Sophia Ronis

**Re: Village of Hoffman Estates
Total 2021 Volume Cap Allocation - \$5,602,520**

To Whom It May Concern:

Volume Cap allocations, granted, transferred or reserved by Issuer resolution by May 1, 2021.

1.	Principal Amount of Issue:	\$5,602,520
	Bond Description:	Revenue Bonds

If reallocated to another issuer, state name of issuer: N/A

A copy of the allocation ordinance is attached.

Total allocation granted or reallocated: \$5,602,520

Sincerely,

Eric J. Palm
Village Manager

EJP/ds
Attachment

**COMMITTEE AGENDA ITEM
VILLAGE OF HOFFMAN ESTATES**

SUBJECT: Request authorization to waive bidding and authorize the purchase of 50 desktop computers from Dell EMC, Round Rock TX, in an amount not to exceed \$37,206.00.

MEETING DATE: March 22, 2021

COMMITTEE: Finance Committee

FROM: Fred Besenhoffer, Director of Information Systems

PURPOSE: The 2021 budget contains funding to continue our annual program of computer replacements. These replacements are spread across all of the departments throughout the Village.

DISCUSSION The Information Systems Department has maintained a program of replacing desktop and laptop computers on an annual basis. For desktop computers the replacement cycle is four to five years and corresponds to the appropriate warranty we receive on the equipment. Due to budgetary reason we were unable to fulfill the 2020 replacement cycle. This purchase will be used to replace those computers that would have been replaced in 2020.

This year the Village received quotes from four different sources referencing the Dell Optiplex 3080 Small Form Factor system. The minimum specifications were similar to years previous and include solid state hard drives, additional memory, support for dual monitor configurations and a five year warranty. All submittals met the minimum desired specifications.

FINANCIAL IMPACT In the 2021 budget, a total of \$42,000 has been allocated to the IS Department to continue the desktop replacement program (470086254602). This year's purchase is \$4794.00 under budget

RECOMMENDATION Waive bidding and authorize the purchase of 50 desktop computers from Dell EMC, Round Rock TX, in an amount not to exceed \$37,206.00.

Requirements	Dell Direct Optiplex 3080	CDWG Optiplex 3080	Southern Computer Warehouse (SCW) Optiplex 3080	Zones LLC Optiplex 3080
Based on 50 units				
CPU - Intel I5 10 th Generation	√	√	√	√
HDD - 256 GB SSD	√	√	√	√
RAM - 8 GB	√	√	√	√
Dual Display Video	√	√	√	√
DVDR Drive	√	√	√	√
SFF	√	√	√	√
5yr warranty	√	√	√	√
Total \$	\$37,206.00	\$41,156.08	\$41,657.00	\$43,355.00



A quote for your consideration.

Based on your business needs, we put the following quote together to help with your purchase decision. Below is a detailed summary of the quote we've created to help you with your purchase decision.

To proceed with this quote, you may respond to this email, order online through your [Premier page](#), or, if you do not have Premier, use this [Quote to Order](#).

Quote No.	3000078098273.1	Sales Rep	Robert Van Delden
Total	\$37,206.00	Phone	(800) 456-3355, 6179076
Customer #	1183168	Email	Robert_Van_delden@Dell.com
Quoted On	Feb. 02, 2021	Billing To	MR FRED BESENHOFFER
Expires by	Mar. 04, 2021		VILLAGE OF HOFFMAN ESTATES
Deal ID	21500673		1900 HASSELL RD
			HOFFMAN ESTATES, IL 60169-6308

Message from your Sales Rep

Please contact your Dell sales representative if you have any questions or when you're ready to place an order. Thank you for shopping with Dell!

Regards,
Robert Van Delden

Shipping Group

Shipping To	Shipping Method
FRED BESENHOFFER VILLAGE OF HOFFMAN ESTATES 1900 HASSELL RD VILLAGE HALL HOFFMAN ESTATES, IL 60195 (708) 894-7226	Standard Delivery

Product	Unit Price	Qty	Subtotal
OptiPlex 3080 Small Form Factor	\$744.12	50	\$37,206.00

Subtotal:	\$37,206.00
Shipping:	\$0.00
Non-Taxable Amount:	\$37,206.00
Taxable Amount:	\$0.00
Estimated Tax:	\$0.00
<hr/>	
Total:	\$37,206.00

Special lease pricing may be available for qualified customers. Please contact your DFS Sales Representative for details.

Shipping Group Details

Shipping To

FRED BESENHOFFER
 VILLAGE OF HOFFMAN ESTATES
 1900 HASSELL RD
 VILLAGE HALL
 HOFFMAN ESTATES, IL 60195
 (708) 894-7226

Shipping Method

Standard Delivery

	Qty	Subtotal
OptiPlex 3080 Small Form Factor	50	\$37,206.00

Estimated delivery if purchased today:

Feb. 15, 2021

Contract # C000000181093

Customer Agreement # MHEC-07012015

Description	SKU	Unit Price	Qty	Subtotal
OptiPlex 3080 SFF BTX	210-AVPJ	-	50	-
10th Generation Intel Core i5-10500 (6-Core, 12MB Cache, 3.1GHz to 4.5GHz, 65W)	338-BVCB	-	50	-
Win 10 Pro 64 English, French, Spanish	619-AHKN	-	50	-
No Microsoft Office License Included – 30 day Trial Offer Only	658-BCSB	-	50	-
8GB (1x8GB) DDR4 non-ECC Memory	370-AEBK	-	50	-
M.2 256GB PCIe NVMe Class 35 Solid State Drive	400-BEUW	-	50	-
M.2 22x30 Thermal Pad	412-AAQT	-	50	-
M2X3.5 Screw for SSD/DDPE	773-BBBC	-	50	-
No Additional Hard Drive	401-AANH	-	50	-
Intel Integrated Graphics, Dell OptiPlex	490-BBFG	-	50	-
OptiPlex 3080 Small Form Factor with 200W up to 85% efficient Power Supply (80Plus Bronze)	329-BEUN	-	50	-
System Power Cord (Philippine/TH/US)	450-AAQJ	-	50	-
DVD+/-RW Bezel	325-BDSG	-	50	-
8x DVD+/-RW 9.5mm Optical Disk Drive	429-ABFH	-	50	-
CMS Essentials DVD no Media	658-BBTV	-	50	-
No Media Card Reader	379-BBHM	-	50	-
Speaker for Tower and SFF	520-AARD	-	50	-
No Wireless LAN Card	555-BBFO	-	50	-
No Wireless Driver	340-AFMQ	-	50	-
Chassis Intrusion Switch - SFF	461-AAEE	-	50	-
No Stand Option	575-BBBI	-	50	-
No Additional Cable Requested	379-BBCY	-	50	-
No PCIe add-in card	492-BBFF	-	50	-
No Additional Add In Cards	382-BBHX	-	50	-
Optional VGA Video Port	382-BBFW	-	50	-
Dell KB522 Business Multimedia Keyboard (US)	580-AFHW	-	50	-
Dell Laser Wired Mouse - MS3220 Black	570-ABGR	-	50	-

No Cable Cover	325-BCZQ	-	50	-
SupportAssist	525-BBCL	-	50	-
Dell(TM) Digital Delivery Cirrus Client	640-BBLW	-	50	-
Dell Client System Update (Updates latest Dell Recommended BIOS, Drivers, Firmware and Apps)	658-BBMR	-	50	-
Waves Maxx Audio	658-BBRB	-	50	-
Dell SupportAssist OS Recovery Tool	658-BEOK	-	50	-
OS-Windows Media Not Included	620-AALW	-	50	-
ENERGY STAR Qualified	387-BBLW	-	50	-
SERI Guide (ENG/FR/Multi)	340-AGIK	-	50	-
Dell Watchdog Timer	379-BDWG	-	50	-
Quick Setup Guide 3080 SFF	340-CPVF	-	50	-
Print on Demand Label	389-BDQH	-	50	-
Trusted Platform Module (Discrete TPM Enabled)	329-BBJL	-	50	-
Shipping Material for SFF (DAO)	340-CQYR	-	50	-
Shipping Label for DAO,BRZ	389-BBUU	-	50	-
SFF: EPA Regulatory LBL for Mexico	389-DVCL	-	50	-
No CompuTrace	461-AABF	-	50	-
No Hard Drive Bracket, Dell OptiPlex	575-BBKX	-	50	-
Desktop BTS/BTP Shipment	800-BBIP	-	50	-
No Anti-Virus Software	650-AAAM	-	50	-
Fixed Hardware Configuration	998-EBZF	-	50	-
No Out-of-Band Systems Management	631-ACMW	-	50	-
No External ODD	429-ABGY	-	50	-
No Oplane	400-BFPO	-	50	-
EPEAT 2018 Registered (Silver)	379-BDTO	-	50	-
Dell Limited Hardware Warranty Plus Service	803-8583	-	50	-
ProSupport Plus: Accidental Damage Service, 5 Years	803-8777	-	50	-
ProSupport Plus: Keep Your Hard Drive, 5 Years	803-8805	-	50	-
ProSupport Plus: Next Business Day Onsite, 5 Years	803-8833	-	50	-
ProSupport Plus: 7x24 Technical Support, 5 Years	803-8889	-	50	-
Thank you for choosing Dell ProSupport Plus. For tech support, visit www.dell.com/contactdell or call 1-866-516-3115	997-8367	-	50	-
Asset Report	365-0843	-	50	-

Subtotal:	\$37,206.00
Shipping:	\$0.00
Estimated Tax:	\$0.00
Total:	\$37,206.00

Important Notes

Terms of Sale

This Quote will, if Customer issues a purchase order for the quoted items that is accepted by Supplier, constitute a contract between the entity issuing this Quote ("Supplier") and the entity to whom this Quote was issued ("Customer"). Unless otherwise stated herein, pricing is valid for thirty days from the date of this Quote. All product, pricing and other information is based on the latest information available and is subject to change. Supplier reserves the right to cancel this Quote and Customer purchase orders arising from pricing errors. Taxes and/or freight charges listed on this Quote are only estimates. The final amounts shall be stated on the relevant invoice. Additional freight charges will be applied if Customer requests expedited shipping. Please indicate any tax exemption status on your purchase order and send your tax exemption certificate to Tax_Department@dell.com or ARSalesTax@emc.com, as applicable.

Governing Terms: This Quote is subject to: (a) a separate written agreement between Customer or Customer's affiliate and Supplier or a Supplier's affiliate to the extent that it expressly applies to the products and/or services in this Quote or, to the extent there is no such agreement, to the applicable set of Dell's Terms of Sale (available at www.dell.com/terms or www.dell.com/oemterms), or for cloud/as-a-Service offerings, the applicable cloud terms of service (identified on the Offer Specific Terms referenced below); and (b) the terms referenced herein (collectively, the "Governing Terms"). Different Governing Terms may apply to different products and services on this Quote. The Governing Terms apply to the exclusion of all terms and conditions incorporated in or referred to in any documentation submitted by Customer to Supplier.

Supplier Software Licenses and Services Descriptions: Customer's use of any Supplier software is subject to the license terms accompanying the software, or in the absence of accompanying terms, the applicable terms posted on www.Dell.com/eula. Descriptions and terms for Supplier-branded standard services are stated at www.dell.com/servicecontracts/global or for certain infrastructure products at www.dellemc.com/en-us/customer-services/product-warranty-and-service-descriptions.htm

Offer-Specific, Third Party and Program Specific Terms: Customer's use of third-party software is subject to the license terms that accompany the software. Certain Supplier-branded and third-party products and services listed on this Quote are subject to additional, specific terms stated on www.dell.com/offeringspecificterms ("Offer Specific Terms").

In case of Resale only: Should Customer procure any products or services for resale, whether on standalone basis or as part of a solution, Customer shall include the applicable software license terms, services terms, and/or offer-specific terms in a written agreement with the end-user and provide written evidence of doing so upon receipt of request from Supplier.

In case of Financing only: If Customer intends to enter into a financing arrangement ("Financing Agreement") for the products and/or services on this Quote with Dell Financial Services LLC or other funding source pre-approved by Supplier ("FS"), Customer may issue its purchase order to Supplier or to FS. If issued to FS, Supplier will fulfill and invoice FS upon confirmation that: (a) FS intends to enter into a Financing Agreement with Customer for this order; and (b) FS agrees to procure these items from Supplier. Notwithstanding the Financing Agreement, Customer's use (and Customer's resale of and the end-user's use) of these items in the order is subject to the applicable governing agreement between Customer and Supplier, except that title shall transfer from Supplier to FS instead of to Customer. If FS notifies Supplier after shipment that Customer is no longer pursuing a Financing Agreement for these items, or if Customer fails to enter into such Financing Agreement within 120 days after shipment by Supplier, Customer shall promptly pay the Supplier invoice amounts directly to Supplier.

Customer represents that this transaction does not involve: (a) use of U.S. Government funds; (b) use by or resale to the U.S. Government; or (c) maintenance and support of the product(s) listed in this document within classified spaces. Customer further represents that this transaction does not require Supplier's compliance with any statute, regulation or information technology standard applicable to a U.S. Government procurement.

For certain products shipped to end users in California, a State Environmental Fee will be applied to Customer's invoice. Supplier encourages customers to dispose of electronic equipment properly.

Electronically linked terms and descriptions are available in hard copy upon request.

^Dell Business Credit (DBC):

OFFER VARIES BY CREDITWORTHINESS AS DETERMINED BY LENDER. Offered by WebBank to Small and Medium Business customers with approved credit. Taxes, shipping and other charges are extra and vary. Minimum monthly payments are the greater of \$15 or 3% of account balance. Dell Business Credit is not offered to government or public entities, or business entities located and organized outside of the United States.

QUOTE CONFIRMATION



DEAR FRED BESENHOFFER,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
LXKS404	2/18/2021	LXKS404	334905	\$41,156.08

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Dell OptiPlex 3080 - SFF - Core i5 10500 3.1 GHz - 8 GB - SSD 256 GB Mfg. Part#: DCGJY Contract: Standard Pricing	50	6253703	\$645.00	\$32,250.00
Dell Upgrade from 3Y Next Business Day to 5Y ProSupport Plus - extended ser Mfg. Part#: 808-3180 UNSPSC: 81112307 Electronic distribution - NO MEDIA Contract: Standard Pricing	50	4132265	\$170.99	\$8,549.50

PURCHASER BILLING INFO	SUBTOTAL	\$40,799.50
Billing Address: VILLAGE OF HOFFMAN ESTATES FINANCE DEPARTMENT 1900 HASSELL RD HOFFMAN ESTATES, IL 60169-6302 Phone: (847) 882-9100 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$356.58
	SALES TAX	\$0.00
	GRAND TOTAL	\$41,156.08
	DELIVER TO Shipping Address: VILLAGE OF HOFFMAN ESTATES FINANCE DEPARTMENT 1900 HASSELL RD HOFFMAN ESTATES, IL 60169-6302 Phone: (847) 882-9100 Shipping Method: NiteMoves Local Super-Saver	
Please remit payments to: CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515		

Need Assistance? CDW•G SALES CONTACT INFORMATION



Jacob George

(866) 682-3510

jacogeo@cdwg.com

LEASE OPTIONS			
FMV TOTAL	FMV LEASE OPTION	BO TOTAL	BO LEASE OPTION
\$40,799.50	\$1,103.63/Month	\$40,799.50	\$1,271.72/Month

Monthly payment based on 36 month lease. Other terms and options are available. Contact your Account Manager for details. Payment quoted is subject to change.

Why finance?

- **Lower Upfront Costs.** Get the products you need without impacting cash flow. Preserve your working capital and existing credit line.
- **Flexible Payment Terms.** 100% financing with no money down, payment deferrals and payment schedules that match your company's business cycles.
- **Predictable, Low Monthly Payments.** Pay over time. Lease payments are fixed and can be tailored to your budget levels or revenue streams.
- **Technology Refresh.** Keep current technology with minimal financial impact or risk. Add-on or upgrade during the lease term and choose to return or purchase the equipment at end of lease.
- **Bundle Costs.** You can combine hardware, software, and services into a single transaction and pay for your software licenses over time! We know your challenges and understand the need for flexibility.

General Terms and Conditions:

This quote is not legally binding and is for discussion purposes only. The rates are estimate only and are based on a collection of industry data from numerous sources. All rates and financial quotes are subject to final review, approval, and documentation by our leasing partners. Payments above exclude all applicable taxes. Financing is subject to credit approval and review of final equipment and services configuration. Fair Market Value leases are structured with the assumption that the equipment has a residual value at the end of the lease term.

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdw.com/content/terms-conditions/product-sales.aspx>
For more information, contact a CDW account manager

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SCW

Southern Computer Warehouse
 1395 S. Marietta Parkway | Building 300-106
 Marietta, GA 30067
 (P) 877-468-6729
 (F) 770-579-8937
 SCW.com

Quote # 100290009 - Dell OptiPlex 3080 SFF BTX
 Cust #: VH4493 (Village of Hoffman Estates IL)
 Quote Date: Feb 19, 2021

Sold to:	Ship to:
Fred Besenhoffer Village of Hoffman Estates 1900 Hassell Hoffman Estates, Illinois, 60169 T: 847-781-4877 Fred.Besenhoffer@hoffmanestates.org	Fred Besenhoffer Village of Hoffman Estates 1900 Hassell Hoffman Estates, Illinois, 60169 T: 847-781-4877 Fred.Besenhoffer@hoffmanestates.org
Payment Method	Shipping Method:Free Shipping
No Payment Information Required	Free Shipping (Total Shipping Charges \$0.00)

Notes: Good morning Fred! Here is the quote you requested for the Dell desktops. Please let me know if you have any questions, and I'll have the full specifications your way momentarily. . . .
 Thanks, . Travis

#	Products	SKU	Price	Qty	Subtotal
1	Dell OptiPlex 3080 SFF BTX - i5 - 8GB - 256GB - 5 Year	DEL-210-AVPJ-3000	\$833.14	50	\$41,657.00
	Warranty	079222561.1-CTO			

Full specifications will be emailed separately | This item is special order and ships directly from the manufacturer. PI
 ease allow for a minimum of 2-3 weeks for delivery.

Subtotal:	\$41,657.00
Tax:	\$0.00
Grand Total (Incl. Tax):	\$41,657.00

Thank you for your order. We value your business and will continue to provide you excellent service in addition to our comprehensive product line. All returns must be authorized and clearly marked with a valid RMA number. Returns are subject to restock fees when applicable.
 Quotes are valid for 30-days unless otherwise noted.

IMPORTANT NOTE: Stock levels and pricing fluctuations related to COVID19 are expected to persist through Q2 2020. As we navigate these unprecedented circumstances we ask for your continued patience and support. Rest

This Quote may contain material that is confidential, and proprietary to SCW , for the sole use of the intended recipient. Any review, reliance or distribution by others or forwarding without express permission is strictly prohibited. If you are not the intended recipient, please contact the sender and delete all copies.



Quote # 2252021-FB

Zones, LLC.
1102 15th Street SW, Suite 102
Auburn, WA 98001-6524

Date 2/25/2021
Expires 3/25/2021

To Fred Besenhoffer
fred.besenhoffer@hoffmanestates.org

From Sobhan Akhtar
Sobhan.akhtar@zones.com
253-545-7155

Shipping Method	Payment Terms
FOB Destination	Net 30 Days

SR#	Part #	DESCRIPTION	Qty	Unit Price	Ext Price	
1	210-AVPJ	OptiPlex 3080 SFF BTX	50	\$867.10	\$43,355.00	
					SUBTOTAL	\$43,355.00
					Shipping	\$0.00
					TOTAL	\$43,355.00

Please note:

Delivery: 10-15 working days ARO
Dock to Dock shipping is covered
This quote is exclusive of tax

THANK YOU FOR YOUR BUSINESS!

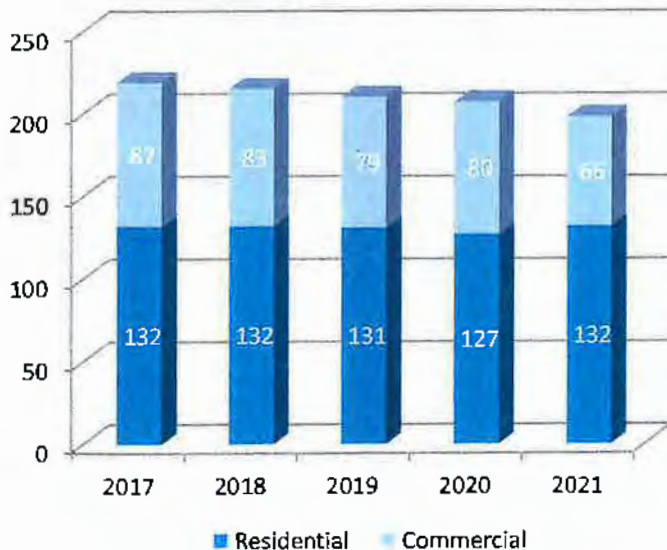


DEPARTMENT OF FINANCE MONTHLY REPORT FEBRUARY 2021

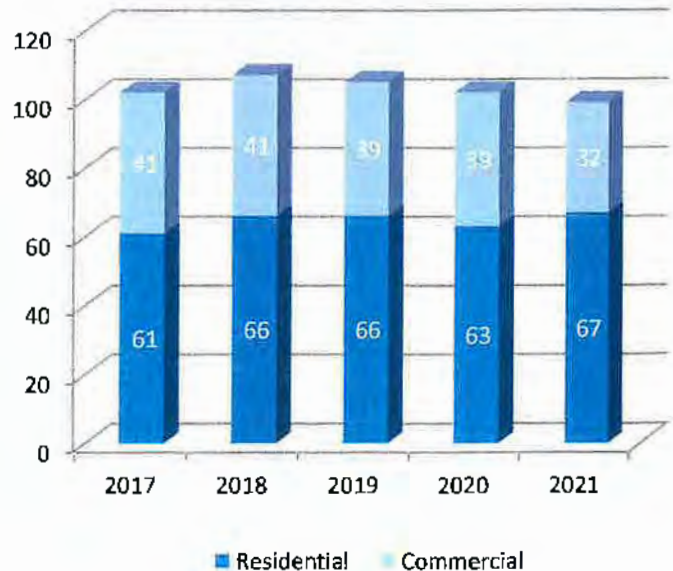
Water Billing

A total of 14,819 residential water bills were mailed on February 1st for December's water consumption. Average consumption was 4,540 gallons, resulting in an average residential water bill of \$65.65. Total consumption for all customers was 99 million gallons, with 67 million gallons attributable to residential consumption. When compared to the February 2020 billing, residential consumption increased by 6.3%.

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

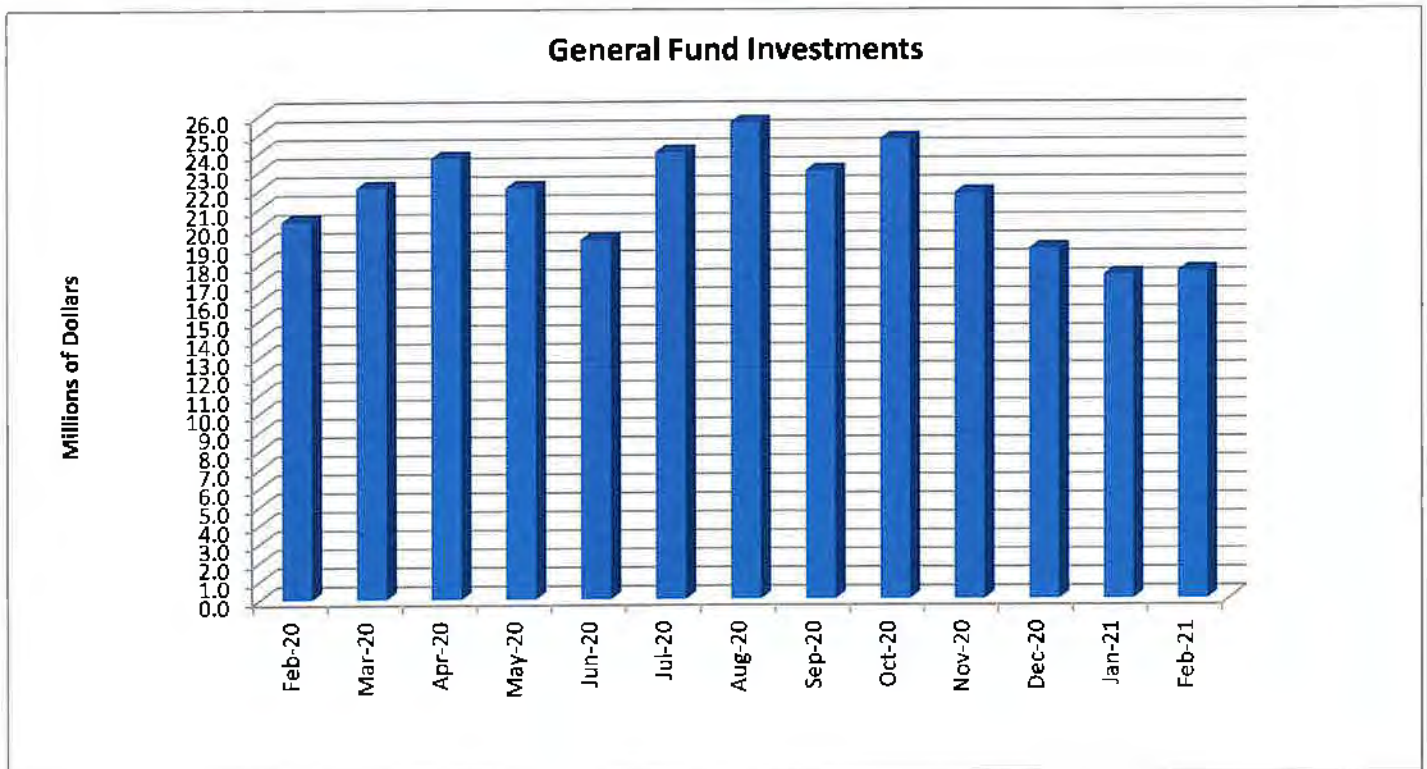
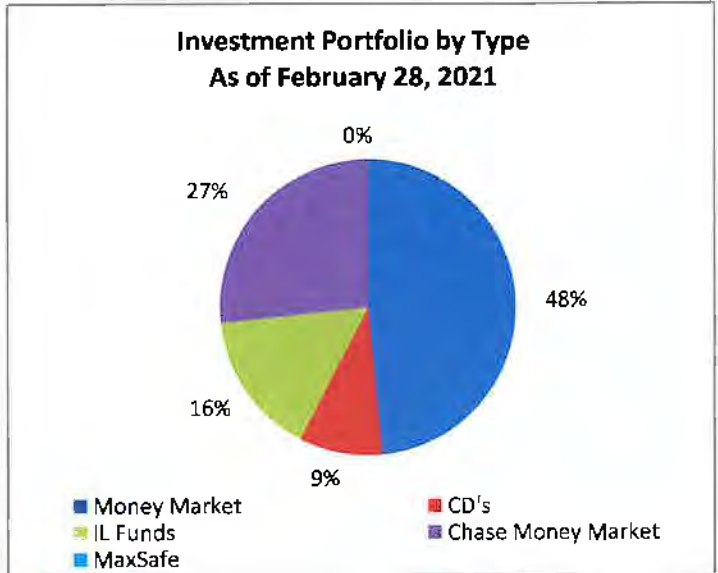
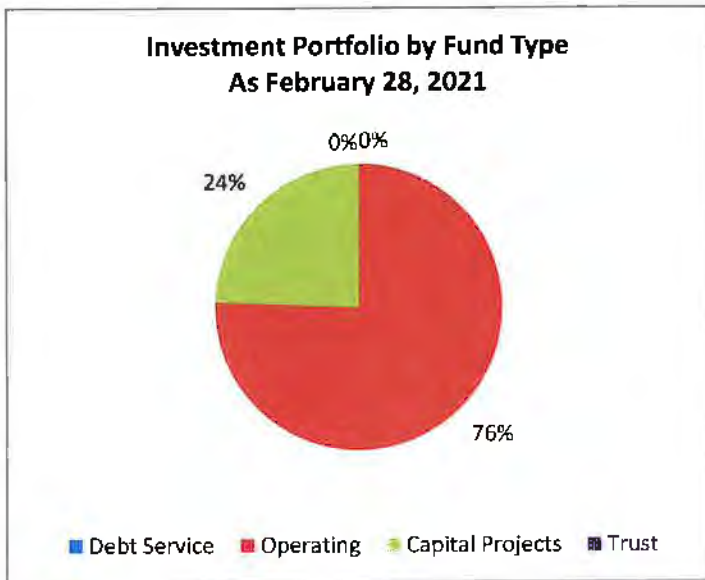


**Total Water Consumption
Month of February**



Village Investments

As of February 28, 2021, the Village's investment portfolio (not including pension trust funds) totaled \$53.2 million. Of this amount, \$40.2 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$13 million is related to debt service, capital projects and trust funds.



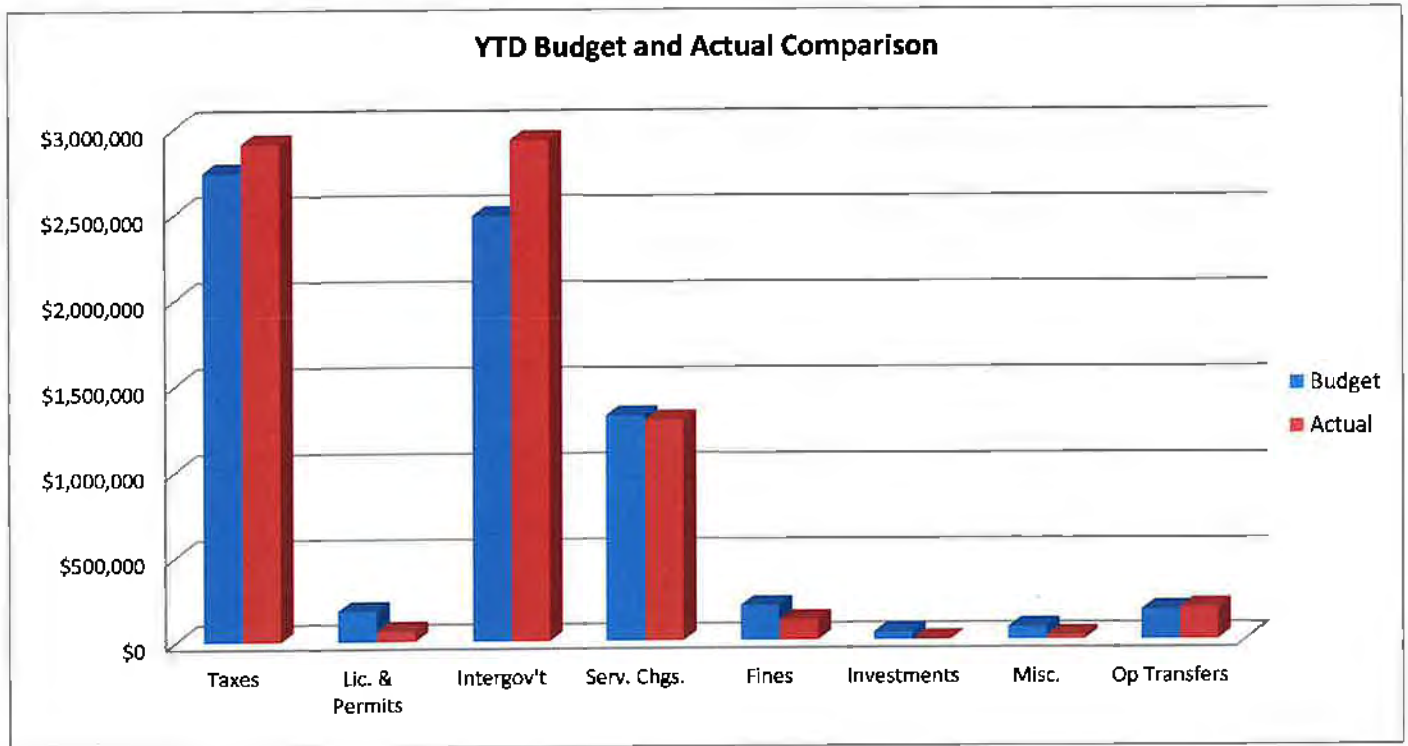
Operating Funds

General Fund

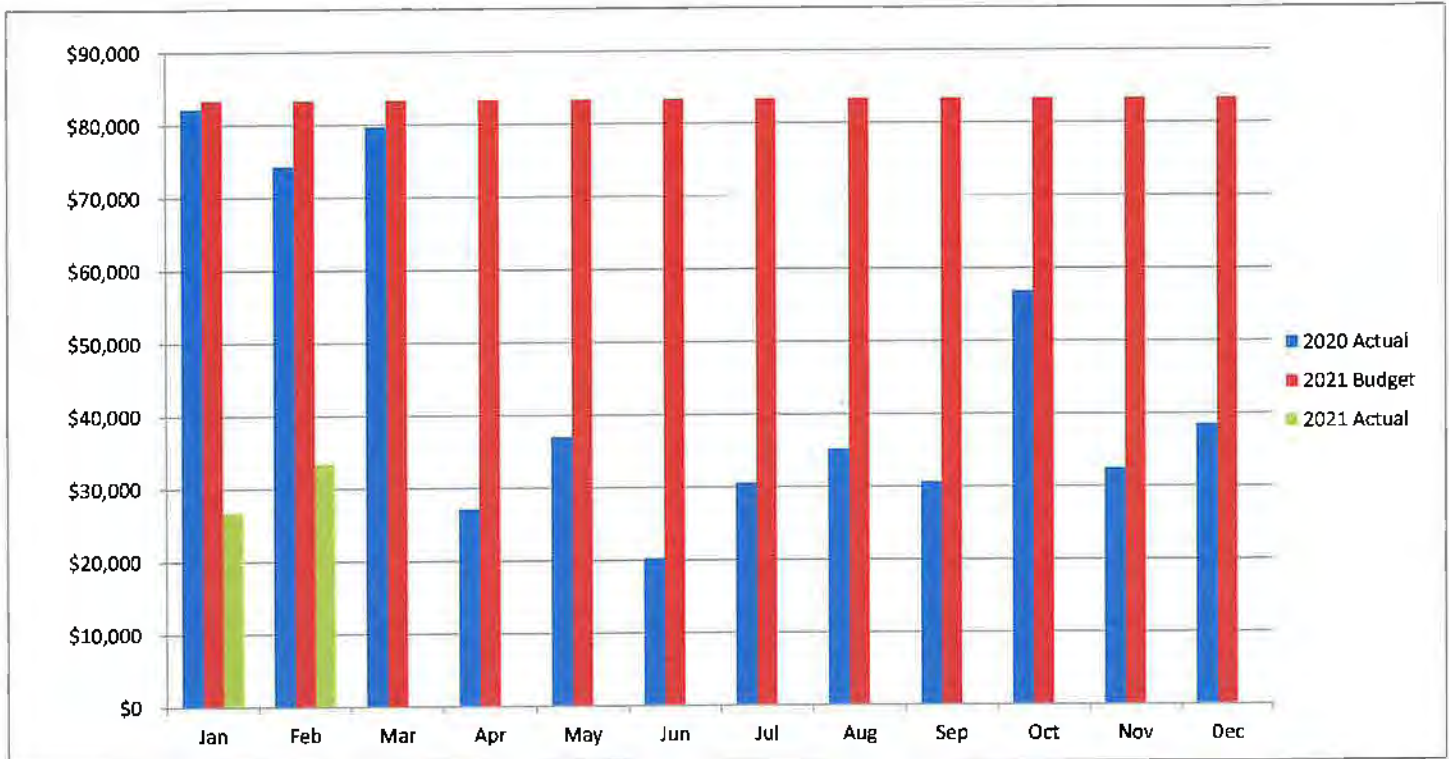
For the month of February, General Fund revenues totaled \$4,756,162 and expenditures totaled \$4,949,729 resulting in a deficit of \$193,567.

Revenues: February year-to-date figures are detailed in the table below. Licenses and Permits are under budget due to decreased building permit activity. Intergovernmental is over budget due to increased State Income Tax and Local Use Tax received. Fines and Forfeits are under budget because of a distribution delay from the County for traffic violations. Investment income is under budget due to lower interest rates being realized. Most miscellaneous revenues are not received on a monthly basis.

REVENUES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 2,738,263	\$ 2,905,603	6.1%
Licenses & Permits	181,000	63,496	-64.9%
Intergovernmental	2,480,618	2,923,949	17.9%
Charges for Services	1,314,783	1,288,741	-2.0%
Fines & Forfeits	204,333	120,037	-41.3%
Investments	45,833	3,124	-93.2%
Miscellaneous	73,517	25,384	-65.5%
Operating Transfers	175,667	189,047	7.6%
TOTAL	\$ 7,214,015	\$ 7,519,381	4.2%

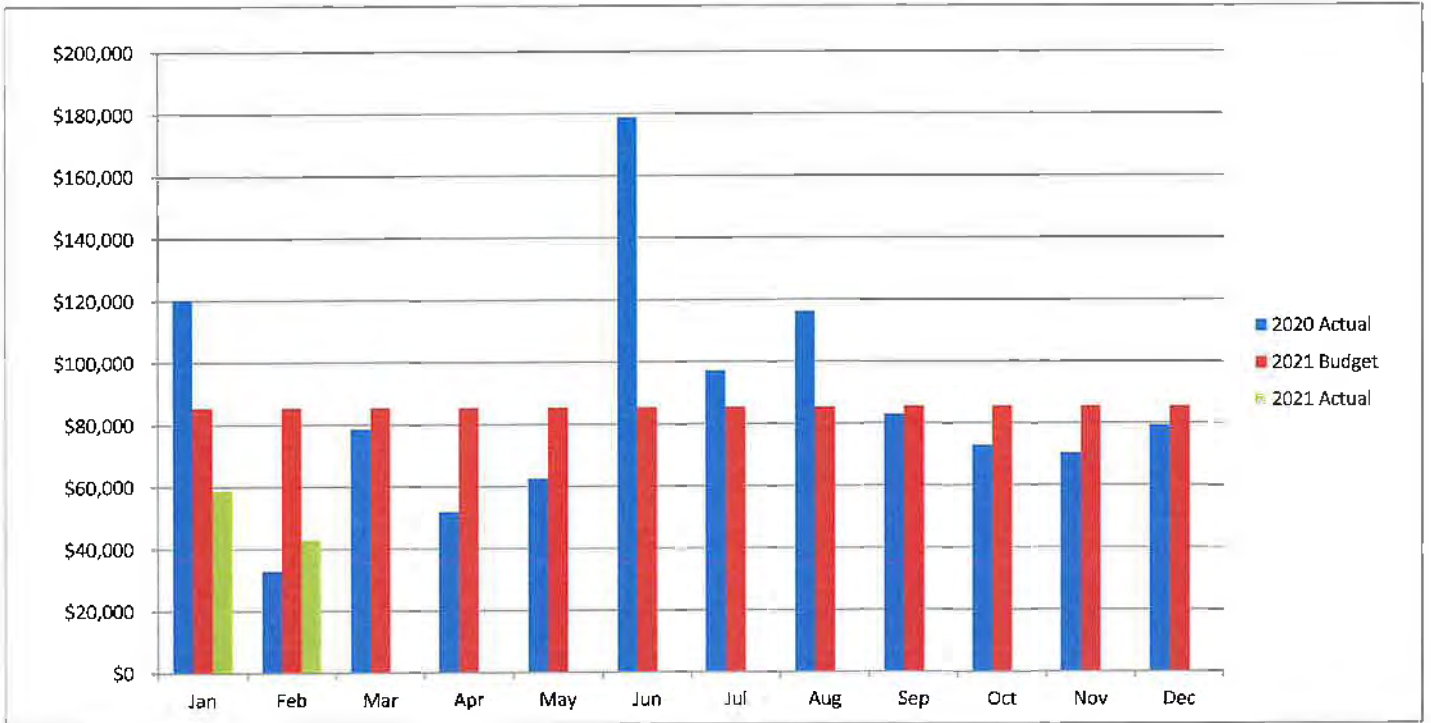


Hotel Tax



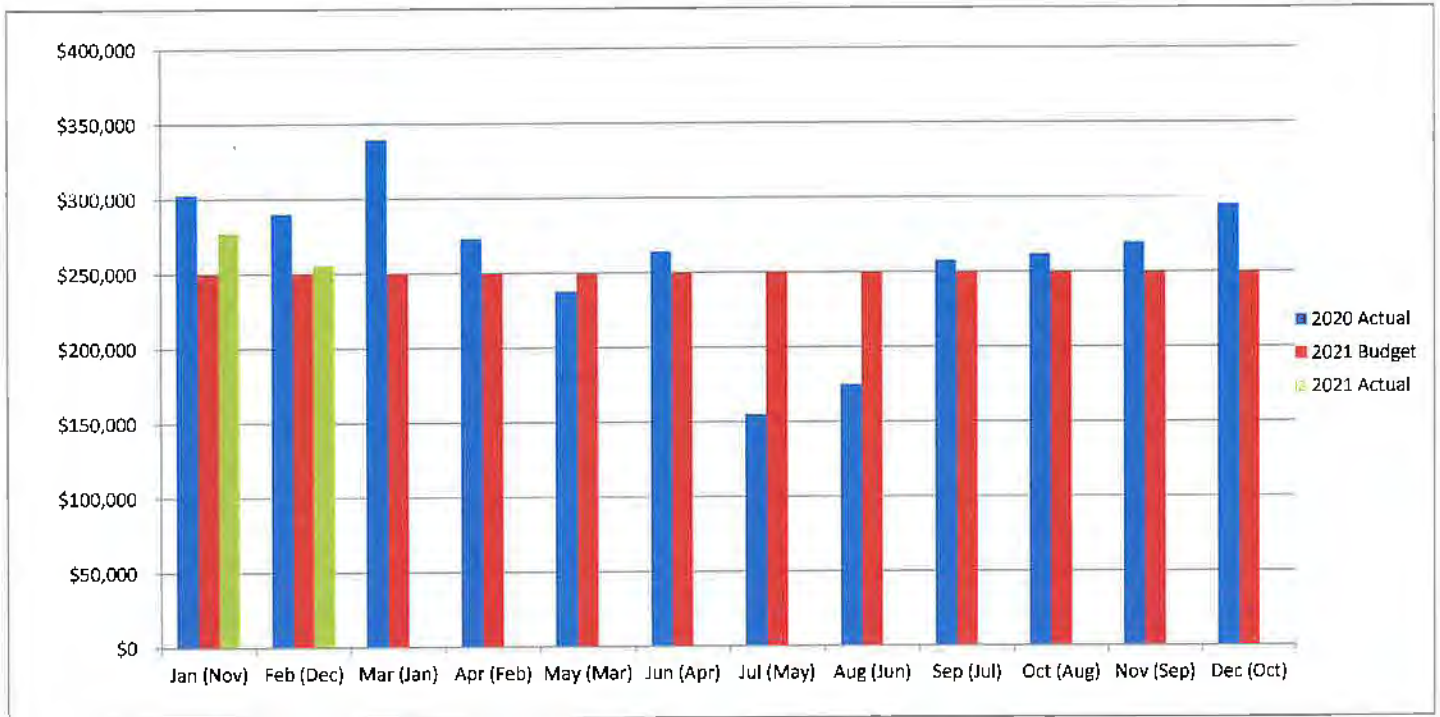
<u>Month Received</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Cumulative Variance 2021 Actual vs. Budget</u>
Jan	\$ 82,223	\$ 83,333	\$ 26,728	\$ (56,605)
Feb	74,298	83,333	33,429	(106,510)
Mar	79,749	83,333		
Apr	27,149	83,333		
May	37,036	83,333		
Jun	20,225	83,333		
Jul	30,572	83,333		
Aug	35,212	83,333		
Sep	30,656	83,333		
Oct	56,884	83,333		
Nov	32,499	83,333		
Dec	38,497	83,333		
YTD Totals	\$ 545,000	\$ 1,000,000	\$ 60,157	

Real Estate Transfer Tax



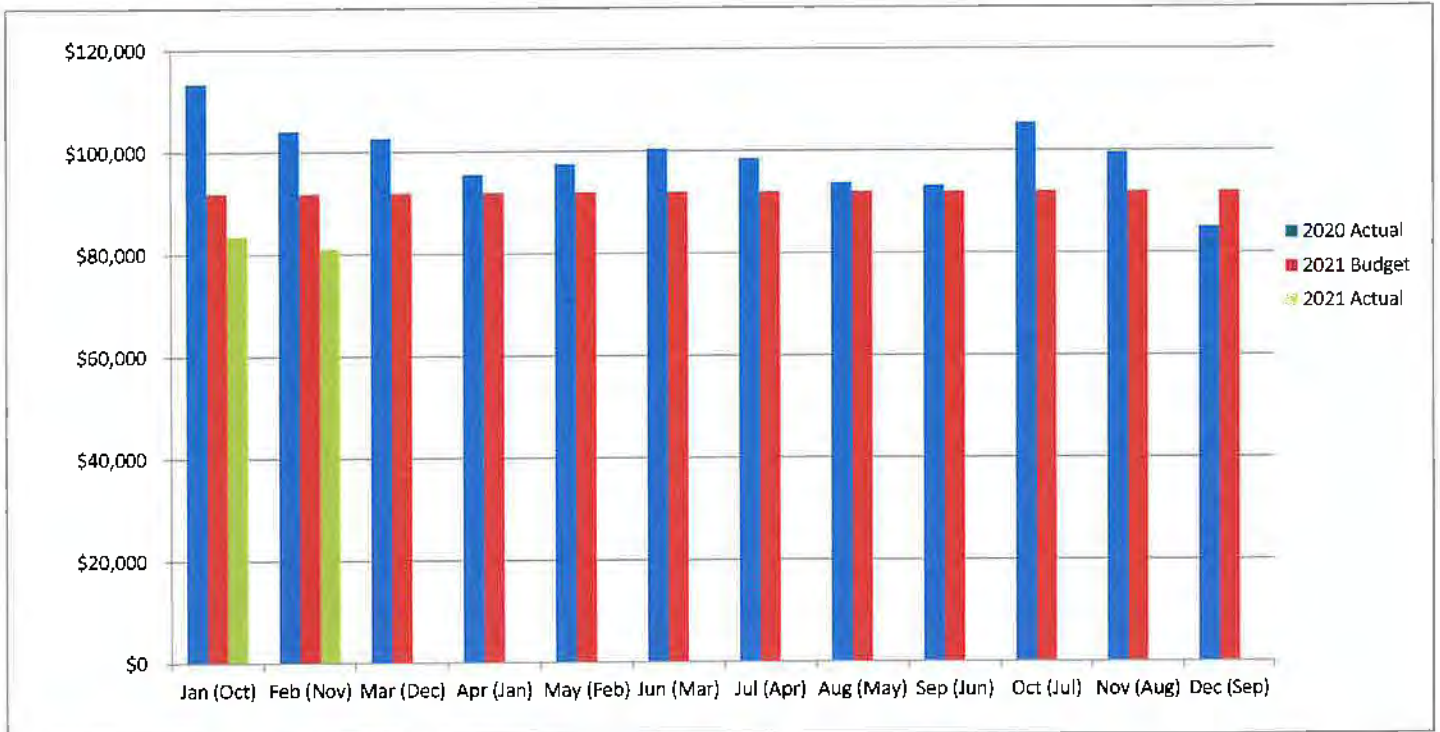
<u>Month Received</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Cumulative Variance 2021 Actual vs. Budget</u>
Jan	\$ 120,255	\$ 85,417	\$ 58,874	\$ (26,543)
Feb	32,846	85,417	42,869	(69,090)
Mar	78,510	85,417		
Apr	51,799	85,417		
May	62,570	85,417		
Jun	178,754	85,417		
Jul	97,057	85,417		
Aug	116,011	85,417		
Sep	82,776	85,417		
Oct	72,718	85,417		
Nov	70,306	85,417		
Dec	79,274	85,417		
YTD Totals	\$ 1,042,876	\$ 1,025,000	\$ 101,743	

Home Rule Sales Tax



Month Received (Liability Period)	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	Cumulative Variance 2021 Actual vs. Budget
Jan (Nov)	\$ 302,599	\$ 250,000	\$ 277,151	\$ 27,151
Feb (Dec)	290,185	250,000	255,823	32,974
Mar (Jan)	339,755	250,000		
Apr (Feb)	273,057	250,000		
May (Mar)	237,508	250,000		
Jun (Apr)	263,959	250,000		
Jul (May)	155,042	250,000		
Aug (Jun)	174,818	250,000		
Sep (Jul)	257,602	250,000		
Oct (Aug)	261,756	250,000		
Nov (Sep)	270,358	250,000		
Dec (Oct)	294,993	250,000		
YTD Totals	<u>\$ 3,121,631</u>	<u>\$ 3,000,000</u>	<u>\$ 532,974</u>	

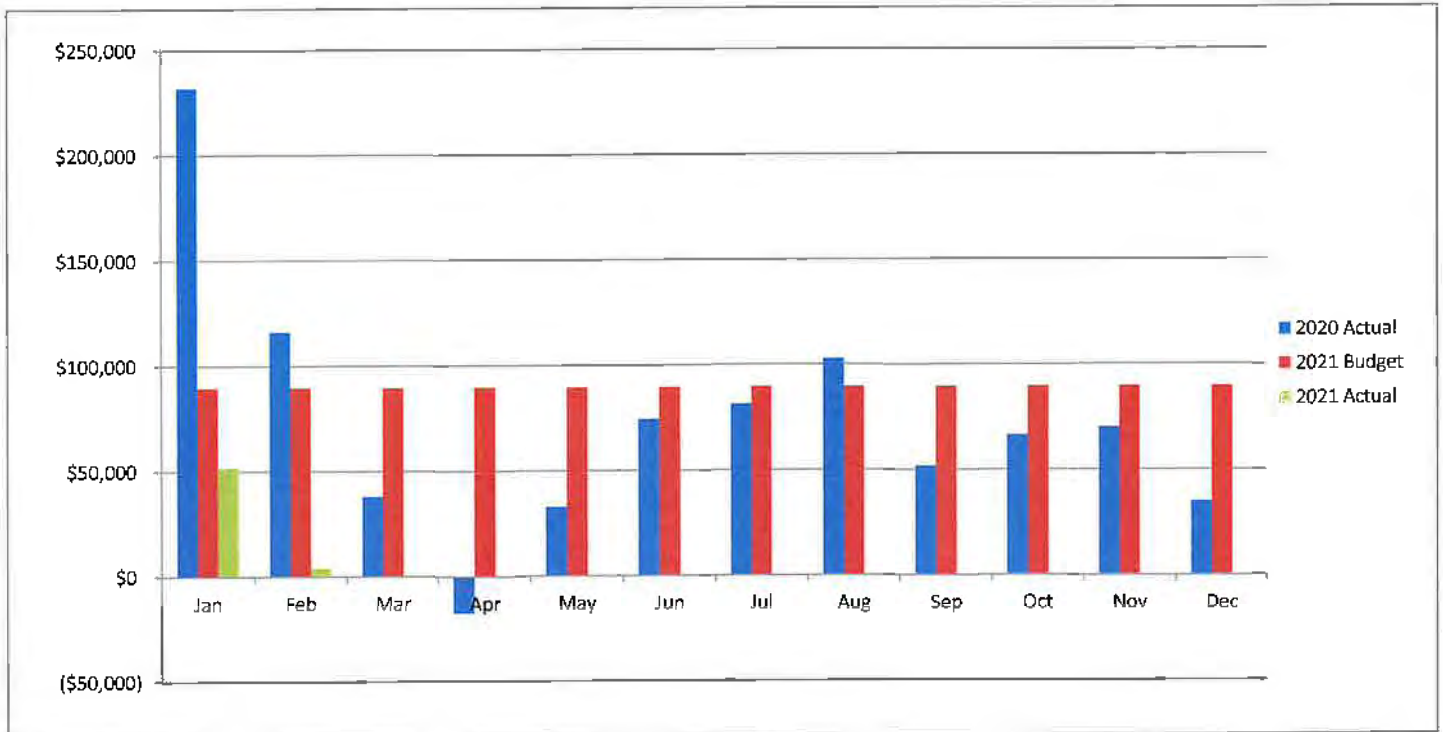
Telecommunications Tax



**Month Received
(Liability Period)**

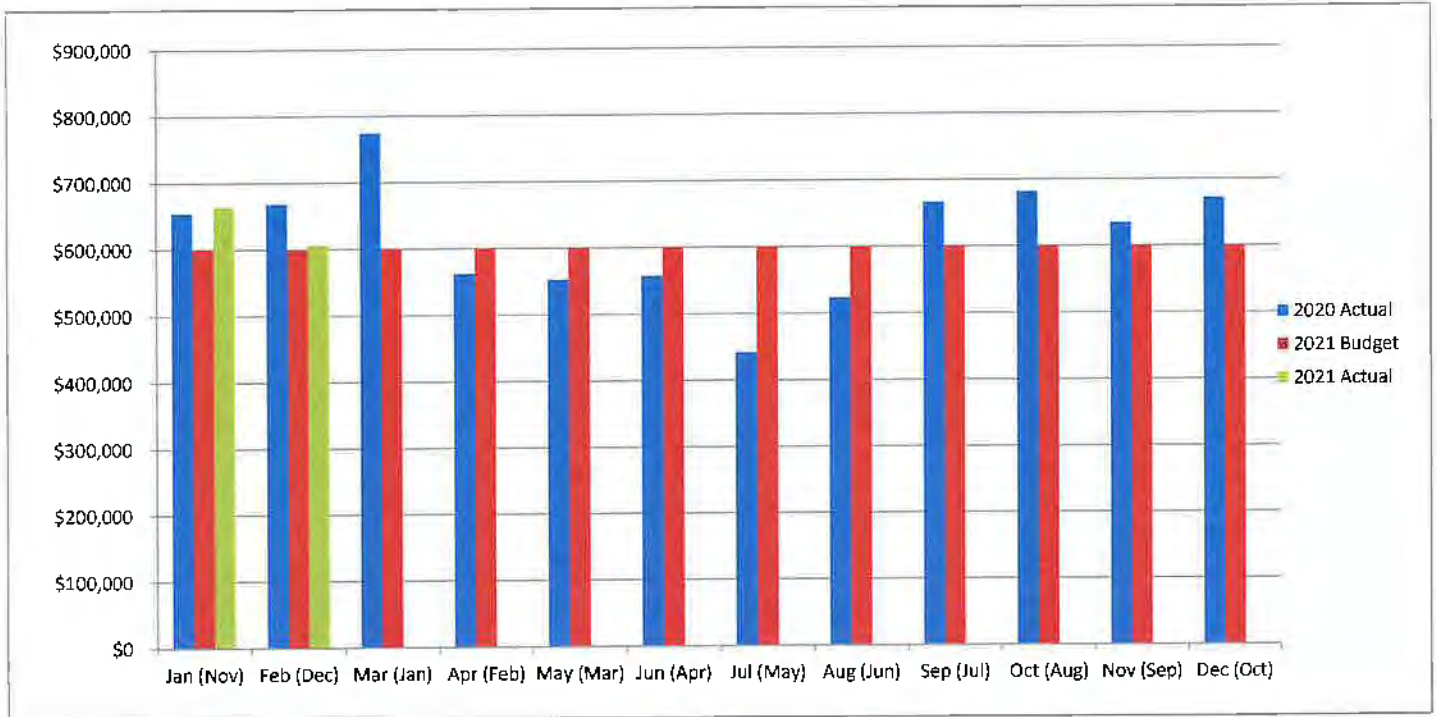
	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	Cumulative Variance 2021 Actual vs. Budget
Jan (Oct)	\$ 113,378	\$ 92,000	\$ 83,469	\$ (8,531)
Feb (Nov)	104,057	92,000	81,074	(19,457)
Mar (Dec)	102,651	92,000		
Apr (Jan)	95,539	92,000		
May (Feb)	97,540	92,000		
Jun (Mar)	100,389	92,000		
Jul (Apr)	98,467	92,000		
Aug (May)	93,701	92,000		
Sep (Jun)	93,153	92,000		
Oct (Jul)	105,359	92,000		
Nov (Aug)	99,607	92,000		
Dec (Sep)	85,022	92,000		
YTD Totals	<u>\$ 1,188,862</u>	<u>\$ 1,104,000</u>	<u>\$ 164,543</u>	

Building Permits



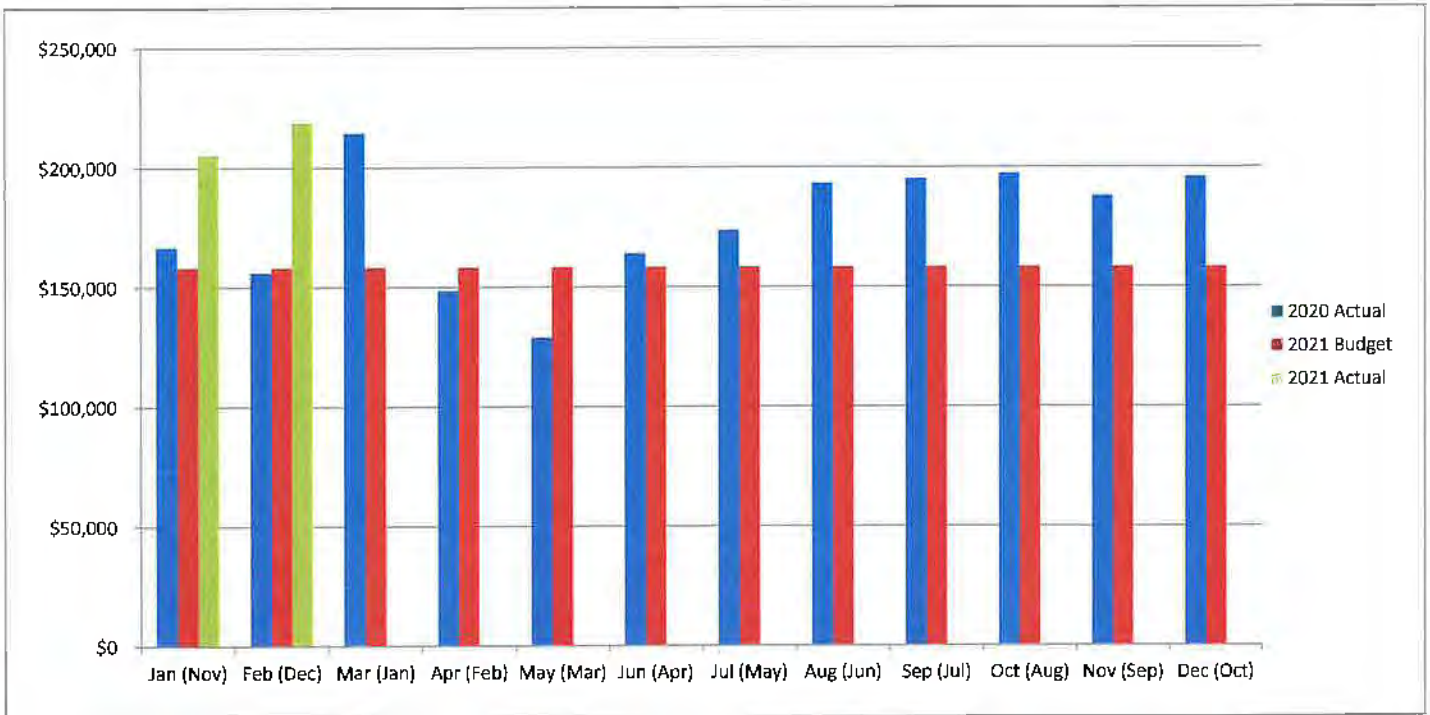
<u>Month Received</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Cumulative Variance 2021 Actual vs. Budget</u>
Jan	\$ 231,652	\$ 89,583	\$ 51,733	\$ (37,850)
Feb	116,033	89,583	3,842	(123,592)
Mar	37,924	89,583		
Apr	(17,384)	89,583		
May	32,716	89,583		
Jun	74,446	89,583		
Jul	81,259	89,583		
Aug	102,554	89,583		
Sep	51,740	89,583		
Oct	66,397	89,583		
Nov	70,095	89,583		
Dec	34,922	89,583		
YTD Totals	\$ 882,355	\$ 1,075,000	\$ 55,575	

State Sales Tax



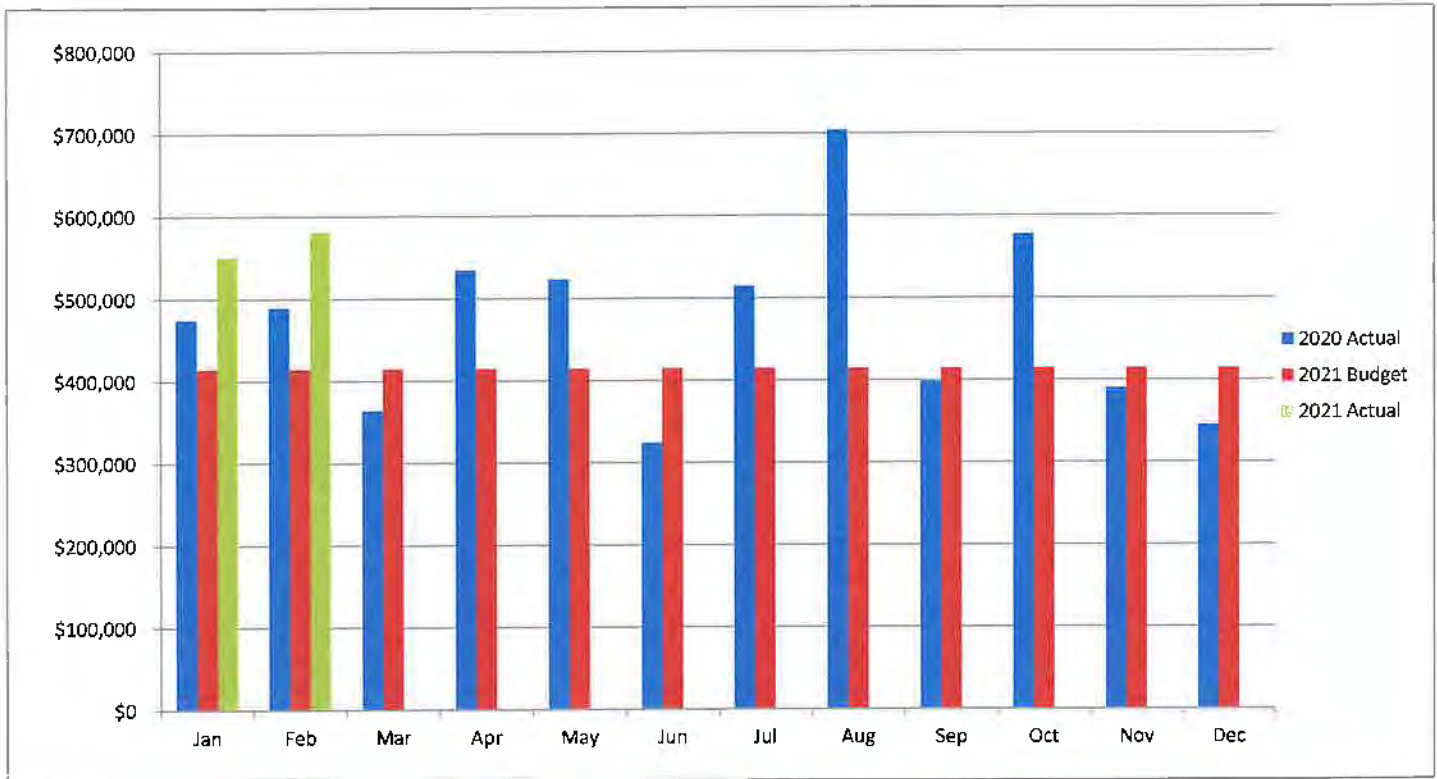
<u>Month Received (Liability Period)</u>	<u>2020 Actual</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Cumulative Variance 2021 Actual vs. Budget</u>
Jan (Nov)	\$ 654,701	\$ 600,000	\$ 664,123	\$ 64,123
Feb (Dec)	668,077	600,000	606,338	70,461
Mar (Jan)	774,498	600,000		
Apr (Feb)	561,888	600,000		
May (Mar)	552,432	600,000		
Jun (Apr)	557,618	600,000		
Jul (May)	441,480	600,000		
Aug (Jun)	523,019	600,000		
Sep (Jul)	666,044	600,000		
Oct (Aug)	681,270	600,000		
Nov (Sep)	635,102	600,000		
Dec (Oct)	672,172	600,000		
YTD Totals	<u>\$ 7,388,298</u>	<u>\$ 7,200,000</u>	<u>\$ 1,270,461</u>	

Local Use Tax



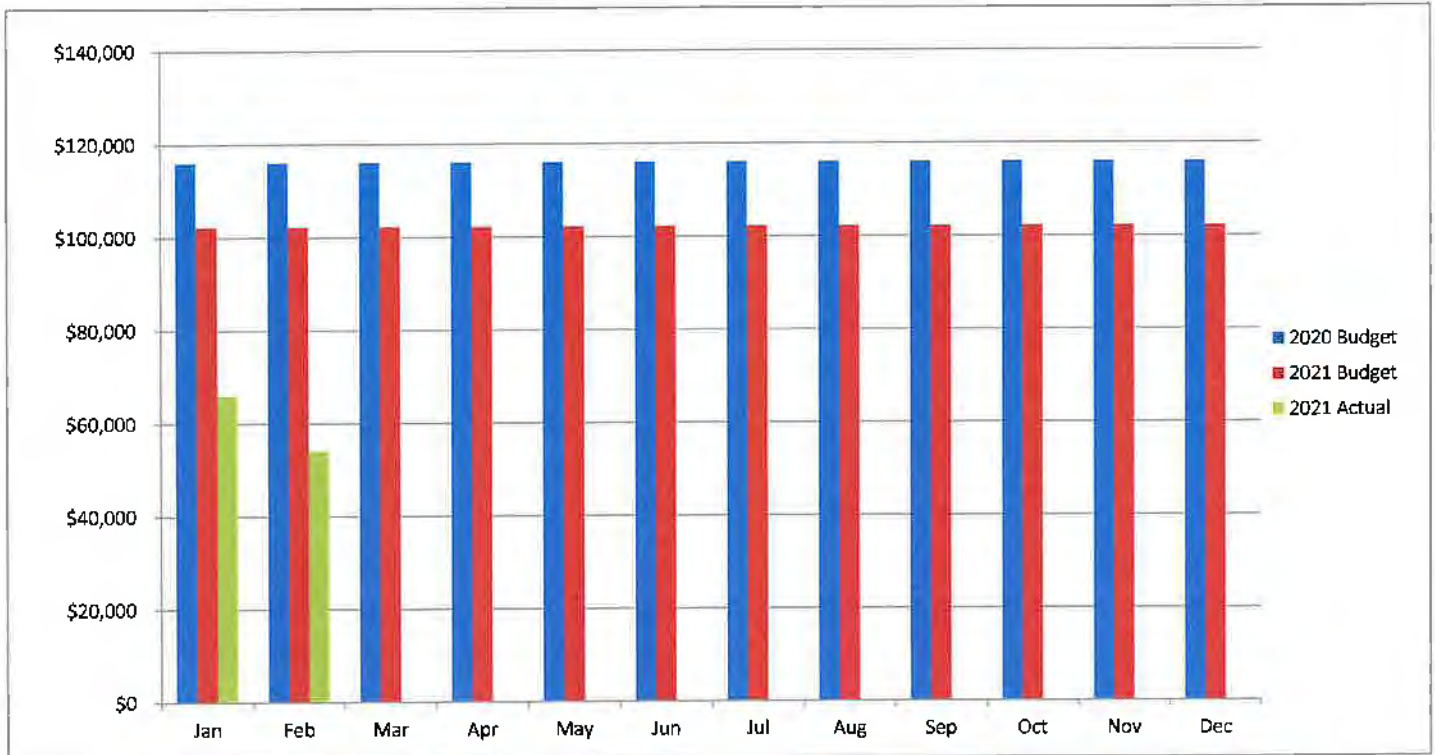
Month Received (Liability Period)	2020 Actual	2021 Budget	2021 Actual	Cumulative Variance 2021 Actual vs. Budget
Jan (Nov)	\$ 166,765	\$ 158,333	\$ 205,303	\$ 46,970
Feb (Dec)	156,234	158,333	218,776	107,412
Mar (Jan)	214,375	158,333		
Apr (Feb)	148,444	158,333		
May (Mar)	129,000	158,333		
Jun (Apr)	164,096	158,333		
Jul (May)	173,719	158,333		
Aug (Jun)	193,198	158,333		
Sep (Jul)	195,046	158,333		
Oct (Aug)	197,230	158,333		
Nov (Sep)	187,809	158,333		
Dec (Oct)	195,938	158,333		
YTD Totals	\$ 2,121,851	\$ 1,900,000	\$ 424,079	

Income Tax



2019-2020			2020-2021			Cumulative Variance 2021 Actual vs. Budget	
Month Received	Liab Pd	2020 Actual	Month Received	2021 Budget	Liab Pd		2021 Actual
Jan	Dec-19	\$ 474,910	Jan	\$ 414,583	Dec-20	\$ 550,235	\$ 135,652
Feb	Jan-20	489,288	Feb	414,583	Jan-21	581,723	302,791
Mar	Feb-20	363,834	Mar	414,583	Feb-21		
Apr	Mar-20	534,381	Apr	414,583	Mar-21		
May	Apr-20	523,208	May	414,583	Apr-21		
Jun	May-20	324,080	Jun	414,583	May-21		
Jul	Jun-20	514,626	Jul	414,583	Jun-21		
Aug	Jul-20	703,605	Aug	414,583	Jul-21		
Sep	Aug-20	398,672	Sep	414,583	Aug-21		
Oct	Sep-20	577,312	Oct	414,583	Sep-21		
Nov	Oct-20	390,094	Nov	414,583	Oct-21		
Dec	Nov-20	345,364	Dec	414,583	Nov-21		
YTD Totals		<u>\$ 5,639,374</u>		<u>\$ 4,975,000</u>		<u>\$ 1,131,958</u>	

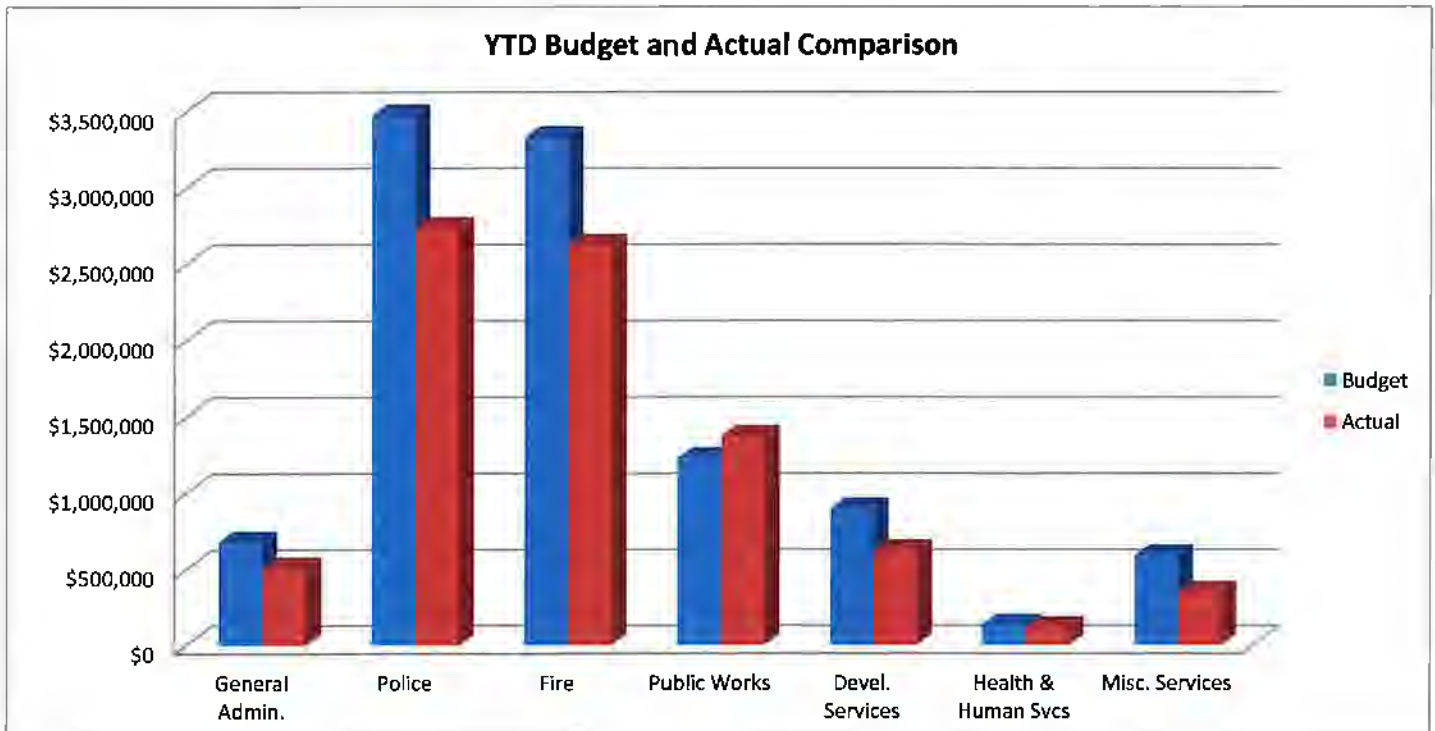
Fines



<u>Month Received</u>	<u>2020 Budget</u>	<u>2021 Budget</u>	<u>2021 Actual</u>	<u>Cumulative Variance 2021 Actual vs. Budget</u>
Jan	\$ 116,017	\$ 102,167	\$ 66,011	\$ (36,156)
Feb	116,017	102,167	54,027	(84,295)
Mar	116,017	102,167		
Apr	116,017	102,167		
May	116,017	102,167		
Jun	116,017	102,167		
Jul	116,017	102,167		
Aug	116,017	102,167		
Sep	116,017	102,167		
Oct	116,017	102,167		
Nov	116,017	102,167		
Dec	116,017	102,167		
YTD Totals	<u>\$ 1,392,200</u>	<u>\$ 1,226,000</u>	<u>\$ 120,038</u>	

Expenditures: General Fund expenditures in February were \$216,592 below the budgeted figure of \$5,166,321. The summary of year-to-date actuals versus budgeted expenditures shown below reflect mostly positive variances for the Village departments for the year. Emergency Operations is over budget due to the annual Joint Emergency Management Membership Assessment payment, which happens at the beginning of every year.

EXPENDITURES	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 68,573	\$ 46,350	32.4%
Administration	111,147	47,665	57.1%
Legal	87,758	34,236	61.0%
Finance	192,770	170,402	11.6%
Village Clerk	39,213	32,510	17.1%
HRM	93,128	71,880	22.8%
Communications	42,692	46,708	-9.4%
Cable TV	29,963	23,903	20.2%
Emergency Operations	14,247	35,482	-149.1%
Police	3,475,853	2,738,398	21.2%
Fire	3,330,395	2,625,084	21.2%
Public Works	1,226,503	1,371,664	-11.8%
Development Services	896,808	622,876	30.5%
H&HS	134,808	116,560	13.5%
Miscellaneous	588,780	348,218	40.9%
TOTAL	\$ 10,332,640	\$ 8,331,936	19.4%



Department News

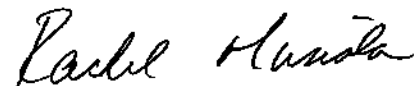
During the month of February, the following training sessions were attended by Finance staff:

- Attended IEMA webinar on new rules related to COVID Public Assistance Grant (Finance Director).
- Attended a webinar focusing on Governmental Accounting Standards updates put on by Sikich, LLP (Assistant Director).
- Attended a webinar on Illinois Police and Fire pension plan funding challenges. Information presented included a breakdown of Illinois municipalities funded levels of pension plans and common ways to come up with additional funding sources (Assistant Director).

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

- Attended various IGFOA Professional Education Committee meetings, including the quarterly IGFOA Executive Board meeting where Rachel updated the Executive Board on all training occurring throughout the state (Finance Director).
- Attended the Platzkonzert planning meeting to oversee the financial operations of the annual Platzkonzert Festival (Finance Director).
- Attend the Northwest Central Dispatch System Everbridge Committee meeting (Acting Village Manager).
- Attended the Next-Level Northwest monthly board meeting (Acting Village Manager).
- Attended the monthly financial update of the NOW Arena (Finance Director).
- Completed the final FY2021 Operating and Capital Budget document and submitted it to the Government Finance Officers Association for the GFOA Budget Award. Budget document now available on Village website. Many thanks goes out to everyone who was involved with putting together the final budget document.
- Audit fieldwork began and the external auditors have been on-site reviewing all of the financial activity for FY2020.

Respectfully Submitted,



Rachel Musiala

MONTHLY REPORT STATISTICS

February-21

	Feb-21	YTD Feb-21	Feb-20	YTD Feb-20	% Inc / Dec	
					Month	Year
Credit Card Transactions						
Finance and Code Front Counter						
Number	184	404	446	929	-58.7%	-56.5%
Amount	\$ 28,377	56,735	\$ 56,713	118,668	-50.0%	-52.2%
Internet Sales						
Number	2,187	4,895	2,127	4,676	2.8%	4.7%
Amount	\$ 262,974	619,112	\$ 263,228	563,759	-0.1%	9.8%
Total						
Number	2,371	5,299	2,573	5,605	-7.9%	-5.5%
Amount	\$ 291,351	675,847	\$ 319,941	\$ 682,426	-8.9%	-1.0%
Credit Card Company Fees						
General Fund	\$ 37	73	\$ 37	73	0.0%	0.0%
Water Fund	4,177	8,304	3,534	6,944	18.2%	19.6%
Total Fees	\$ 4,214	\$ 8,377	\$ 3,570	\$ 7,017	18.0%	19.4%
Accounts Receivable						
Invoices Mailed						
Number	35	70	66	185	-47.0%	-62.2%
Amount	\$ 132,435	200,586	\$ 120,208	241,062	10.2%	-16.8%
Invoices Paid						
Number	55	113	106	196	-48.1%	-42.3%
Amount	\$ 72,520	213,759	\$ 141,035	280,982	-48.6%	-23.9%
Reminders Sent						
Number	18	36	44	49	-59.1%	-26.5%
Amount	\$ 21,468	40,648	\$ 15,981	26,940	34.3%	50.9%
Accounts Payable						
Checks Issued						
Number	292	576	289	677	1.0%	-14.9%
Amount	\$ 1,217,608	2,492,119	\$ 1,985,966	3,667,264	-38.7%	-32.0%
Manual Checks Issued						
Number	11	24	20	65	-45.0%	-63.1%
As % of Total Checks	3.77%	8.34%	6.92%	18.52%	-45.6%	-54.9%
Amount	\$ 40,996	52,780	\$ 10,560	82,200	288.2%	-35.8%
As % of Total Checks	3.37%	4.29%	0.53%	4.79%	533.2%	-10.5%
Utility Billing						
New Utility Accounts	63	135	87	188	-27.6%	-28.2%
Bills Mailed / Active Accounts	15,717	31,433	15,741	31,474	-0.2%	-0.1%
Final Bills Mailed	63	135	87	188	-27.6%	-28.2%
Shut-Off Notices	987	1,920	1,454	2,679	-32.1%	-28.3%
Actual Shut-Offs	-	-	93	188	-100.0%	-100.0%
Total Billings	\$ 1,809,432	3,633,935	\$ 1,820,712	3,680,557	-0.6%	-1.3%
Direct Debit (ACH) Program						
New Accounts	87	142	90	189	-3.3%	-24.9%
Total Accounts	4,905	9,762	4,413	8,749	11.1%	11.6%
As % of Active Accounts	31.21%	62.11%	28.04%	55.59%	3.2%	11.7%
Water Payments Received in Current Month						
Total Bills Mailed	15,717	31,433	15,741	31,474	-0.2%	-0.1%
ACH Payments	4,905	9,762	4,413	8,749	11.1%	11.6%
ACH Payments-% of Total Bills	31.21%	62.11%	28.04%	55.59%	11.3%	11.7%
On-line Payments (Internet Sales)	1,791	3,820	1,811	3,692	-1.1%	3.5%
On-line Payments-% of Total Bills	11.40%	24.31%	11.50%	23.46%	-1.0%	3.6%
Over-the-phone Payments	454	924	491	1,029	-7.5%	-10.2%
Over-the-phone Payments-% of Total Bills	2.89%	5.88%	3.12%	6.54%	-7.4%	-10.1%
Mail-in Payments	7,993	16,105	8,808	17,818	-9.3%	-9.6%
Mail-in Payments-% of Total Bills	50.86%	102.47%	55.98%	113.22%	-9.1%	-9.5%

WATER BILLING ANALYSIS
February 28, 2021

Residential Billings
Average Monthly Consumption/Customer

<u>Month Billed</u>	<u>2018-2019</u>	<u>2019-2020</u>	<u>2020-2021</u>
February	4,486	4,480	4,234
March	3,845	3,916	4,020
April	4,206	4,227	4,423
May	4,213	4,051	4,504
June	4,633	4,326	5,114
July	4,505	4,395	5,545
August	5,439	5,438	5,718
September	4,782	4,952	6,155
October	4,379	4,157	4,777
November	4,147	4,087	4,298
December	4,170	4,096	4,191
January	4,403	4,342	4,399
February	4,480	4,234	4,540
13 Month Average -	4,438	4,362	4,763
% Change -	-2.1%	-1.7%	9.2%

Total Water Customers

Average Bill

<u>Customer Type</u>	<u>Feb-20</u>			<u>Customer Type</u>	<u>Feb-21</u>		
	<u>Feb-20</u>	<u>Feb-21</u>	<u>% Change</u>		<u>Feb-20</u>	<u>Feb-21</u>	<u>% Change</u>
Residential	14,814	14,819	0.0%	Residential	\$ 59.68	\$ 65.65	10.0%
Commercial	927	898	-3.1%				
Total	15,741	15,717	-0.2%				

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

	<u>Month-To-Date</u>			<u>Year-To-Date</u>			
	<u>Feb-20</u>	<u>Feb-21</u>	<u>% Change</u>	<u>Feb-20</u>	<u>Feb-21</u>	<u>% Change</u>	
Residential	83	67	6.3%	Residential	127	132	3.9%
Commercial	39	32	-17.9%	Commercial	80	66	-17.5%
	102	99	-2.9%		207	198	-4.3%

STATEMENT OF INVESTMENTS-VILLAGE
As of February 28, 2021

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>General Fund</u>						
Illinois Funds - General	09/30/86		5,470,290.20			0.077
Illinois Funds - Veterans Memorial	05/01/92		313.99			0.077
Veritex SDA	11/07/08		7,303,984.82			1.500
CD with PMA	08/22/13		4,850,000.00	4,850,000.00	4,862,576.87	0.375
			<u>17,624,589.01</u>			
<u>Motor Fuel Tax</u>						
Illinois Funds	09/30/86		70,627.60			0.077
Chase Money Market			4.86			
			<u>70,632.46</u>			
<u>Asset Seizure - Federal</u>						
Illinois Funds	06/09/99		4,371.88			0.077
<u>Asset Seizure - State</u>						
Illinois Funds	11/30/98		55,986.32			0.077
<u>Asset Seizure - BATTLE</u>						
Illinois Funds	07/10/08		845.45			0.077
<u>Municipal Waste System</u>						
Illinois Funds	08/31/98		7,976.31			0.077
<u>Central Road Corridor Improv.</u>						
Illinois Funds	12/15/88		9,806.09			0.077
Veritex SDA	11/07/08		3,779.90			1.500
			<u>13,585.99</u>			
<u>Hoffman Blvd Bridge Maintenance</u>						
Illinois Funds	07/01/98		11,258.18			0.077
Veritex SDA	02/10/11		259,479.80			1.500
			<u>270,737.98</u>			
<u>Western Corridor</u>						
Illinois Funds	06/30/01		38,588.81			0.077
Veritex SDA	01/07/09		3,464,843.65			1.500
			<u>3,503,432.46</u>			
<u>Prairie Stone Capital</u>						
Illinois Funds	08/22/91		774,557.73			0.077
Veritex SDA	02/10/11		91,547.36			-
			<u>866,105.09</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of February 28, 2021

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Road Improvement</u>						
Illinois Funds	01/01/15		1,661,361.26			
Chase Money Market	03/06/18		1,140,097.26			1.490
Veritex SDA			907,604.32			1.500
			<u>3,709,062.84</u>			
<u>Capital Improvements</u>						
Illinois Funds	12/31/96		1,255.29			0.077
Veritex SDA	01/07/09		248,507.62			1.500
			<u>249,762.91</u>			
<u>Capital Vehicle & Equipment</u>						
Illinois Funds	12/31/96		23,465.46			0.077
Veritex SDA	01/07/09		71,268.64			1.500
			<u>94,732.10</u>			
<u>Capital Replacement</u>						
Illinois Funds	02/01/98		3,316.00			0.077
Veritex SDA	11/07/08		328,486.07			1.500
			<u>331,802.07</u>			
<u>Water and Sewer</u>						
Illinois Funds	09/30/86		10,255.71			0.077
Veritex SDA	11/07/08		753,127.70			1.500
Chase Money Market	03/06/18		6,245,363.92			1.490
			<u>7,008,747.33</u>			
<u>Water and Sewer-2017 Bond Projects</u>						
Veritex SDA	09/13/17		3,085,482.13			1.500
<u>Water and Sewer-2019 Bond Projects</u>						
Veritex SDA	09/13/17		810,546.18			1.500
<u>Sears Operating</u>						
Illinois Funds			29.05			
<u>Sears Centre</u>						
H.E. Community Bank-MaxSafe			659.35			
<u>Insurance</u>						
Illinois Funds	11/10/87		16,451.75			0.077
Veritex SDA	11/07/08		2,176,454.86			1.500
			<u>2,192,906.61</u>			

STATEMENT OF INVESTMENTS-VILLAGE
As of February 28, 2021

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<u>Information Systems</u>						
Illinois Funds	02/01/98		81,157.63			0.077
Veritex SDA	11/07/08		611,147.27			
			<u>692,304.90</u>			
<u>EDA Special Tax Alloc.</u>						
Veritex SDA	11/07/08		5,476,809.70			
Chase Money Market	03/14/19		5,600,976.86			
			<u>11,077,786.56</u>			
<u>Roselle Road TIF</u>						
Illinois Funds	09/30/03		7,620.15			0.077
Chase Money Market			1,000,267.03			
Veritex SDA	11/07/08		114,987.55			1.500
			<u>1,122,874.73</u>			
<u>Barr/Higgins TIF</u>						
Illinois Funds	08/26/91		119,123.41			0.077
Chase Money Market			200,053.42			
			<u>319,176.83</u>			
<u>2019 Captial Project Fund</u>						
Veritex SDA	09/13/17		44,990.76			1.500
Total Investments			<u>\$ 53,159,127.30</u>			
Total Invested Per Institution				Percent Invested		
Illinois Funds			8,368,658.27	15.74		
IMET			0.00	-		
IMET Convenience Fund			0.00	-		
Chase Money Market			14,186,763.35	26.69		
CD with PMA			4,850,000.00	9.12		
HE Community Bank-MaxSafe			659.35	0.00		
Bank of New York Money Market			0.00	-		
Veritex at PMA			25,753,046.33	48.45		
			<u>\$53,159,127.30</u>	100.00		
Total Invested Per Institution Excluding all Trust and EDA Funds				Percent Invested		
Illinois Funds			7,594,100.54	18.43		
IMET			0.00	-		
HE Community Bank-MaxSafe			659.35	0.00		
Chase Money Market			8,585,786.49	20.83		
CD with PMA			4,850,000.00	11.77		
Veritex at PMA			20,184,689.27	48.97		
			<u>\$41,215,235.65</u>	100.00		

STATEMENT OF INVESTMENTS-VILLAGE As of February 28, 2021

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
Total Invested Per Fund						
Total Investments - Operating Funds				\$40,178,886.79		
Total Investments - Debt Service Funds				\$0.00		
Total Investments - Trust Funds				\$0.00		
Total Investments - Capital Projects Funds				\$12,980,240.51		
Total Investments - All Funds				\$53,159,127.30		

**OPERATING REPORT SUMMARY
REVENUES**

February 28, 2021

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>% ACTUAL TO BUDGET</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
General Fund							
Property Taxes	1,000,000	1,158,990	1,000,000	1,158,990	16,314,510	7.1%	
Hotel Tax	83,333	33,429	166,667	60,157	1,000,000	6.0%	
Real Estate Transfer Tax	85,417	42,869	170,833	101,743	1,025,000	9.9%	
Home Rule Sales Tax	250,000	255,823	500,000	532,974	3,000,000	17.8%	
Telecommunications Tax	92,000	81,074	184,000	164,543	1,104,000	14.9%	
Property Tax - Fire	250,000	365,521	250,000	365,521	4,287,700	8.5%	
Property Tax - Police	300,000	429,430	300,000	429,430	5,437,670	7.9%	
Other Taxes	83,382	35,824	166,763	92,246	1,000,580	9.2%	
Total Taxes	2,144,132	2,402,959	2,738,263	2,905,603	33,169,460	8.8%	
Business Licenses	-	1,815	-	7,482	350,000	2.1%	
Liquor Licenses	-	-	-	-	275,000	0.0%	
Building Permits	89,583	3,842	179,167	55,575	1,075,000	5.2%	
Other Licenses & Permits	917	132	1,833	439	11,000	4.0%	
Total Licenses & Permits	90,500	5,788	181,000	63,496	1,711,000	3.7%	
Sales Tax	600,000	606,338	1,200,000	1,270,461	7,200,000	17.6%	
Local Use Tax	158,333	218,776	316,667	424,079	1,900,000	22.3%	
State Income Tax	414,583	581,723	829,167	1,131,958	4,975,000	22.8%	
Replacement Tax	20,983	374	41,967	50,327	251,800	20.0%	
Other Intergovernmental	46,409	41,387	92,818	47,124	556,910	8.5%	
Total Intergovernmental	1,240,309	1,448,599	2,480,618	2,923,949	14,883,710	19.6%	
Engineering Fees	25,000	-	50,000	-	300,000	0.0%	
Ambulance Fees	182,500	136,752	365,000	248,391	2,190,000	11.3%	
Police Hireback	31,250	38,220	62,500	76,049	375,000	20.3%	
Lease Payments	42,204	60,005	84,408	129,779	506,450	25.6%	
Cable TV Fees	150,000	141,104	190,000	178,067	765,000	23.3%	
4th of July Proceeds	-	-	-	-	87,750	0.0%	
Employee Payments	133,333	154,663	266,667	290,235	1,600,000	18.1%	
Hireback - Arena	12,146	-	24,292	-	145,750	0.0%	
Rental Inspection Fees	75,000	129,713	125,000	200,194	275,000	72.8%	
Other Charges for Services	73,458	83,696	146,917	166,026	881,500	18.8%	
Total Charges for Services	724,892	744,151	1,314,783	1,288,741	7,126,450	18.1%	
Court Fines-County	10,000	-	20,000	-	120,000	0.0%	
Ticket Fines-Village	29,167	10,585	58,333	23,225	350,000	6.6%	
Overweight Truck Fines	500	180	1,000	680	6,000	11.3%	
Red Light Camera Revenue	54,167	38,587	108,333	86,541	650,000	13.3%	
Local Debt Recovery	8,333	4,674	16,667	9,592	100,000	9.6%	
Total Fines & Forfeits	102,167	54,027	204,333	120,037	1,226,000	9.8%	
Total Investment Earnings	22,917	1,441	45,833	3,124	275,000	1.1%	
Reimburse/Recoveries	12,500	1,520	25,000	6,704	150,000	4.5%	
S.Barrington Fuel Reimbursement	2,500	2,347	5,000	4,334	30,000	14.4%	
Shaumburg Twn Fuel Reimbursement	2,500	1,986	5,000	3,580	30,000	11.9%	
Tollway Payments	-	1,800	-	1,800	-	N/A	
Other Miscellaneous	19,258	3,713	38,517	8,966	231,100	3.9%	
Total Miscellaneous	36,758	11,366	73,517	25,384	441,100	5.8%	
Total Operating Transfers In	87,833	87,833	175,667	189,047	1,054,000	17.9%	
Total General Fund	4,449,508	4,756,162	7,214,015	7,519,381	59,886,720	12.6%	16.7%

**OPERATING REPORT SUMMARY
REVENUES**

February 28, 2021

	<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	1,664,496	1,483,453	3,328,992	2,983,839	19,973,950	14.9%	
Connection Fees	1,667	-	3,333	-	20,000	0.0%	
Cross Connection Fees	3,167	3,231	6,333	6,458	38,000	17.0%	
Penalties	8,333	8,417	16,667	13,976	100,000	14.0%	
Investment Earnings	3,333	41	6,667	81	40,000	0.2%	
Other Revenue Sources	6,292	2,650	12,583	6,008	75,500	8.0%	
Capital Projects	-	53	-	114	2,005,000	0.0%	
Total Water Fund	1,887,288	1,497,845	3,374,575	3,010,476	22,252,450	13.5%	16.7%
Motor Fuel Tax Fund	248,917	150,166	497,833	322,450	2,987,000	10.8%	
Community Dev. Block Grant Fund	53,415	31,599	106,830	31,599	640,980	4.9%	
Asset Seizure Fund	83	3,338	167	10,990	1,000	1099.0%	
Municipal Waste System Fund	244,766	232,184	489,532	465,314	2,937,190	15.8%	
NOW Arena Operating Fund	352,152	508,132	704,303	694,045	4,225,820	16.4%	
NOW Arena Activity Fund	397,443	167,819	794,885	327,819	4,769,310	6.9%	
Stormwater Management	69,617	45,704	139,233	91,433	835,400	10.9%	
Insurance Fund	133,582	124,518	267,163	249,041	1,602,980	15.5%	
Roselle Road TIF	25,167	92,329	50,333	92,336	302,000	30.6%	
Barrington/Higgins TIF	50,478	9	100,957	20	605,740	0.0%	
Lakewood Center TIF	33,466	-	66,932	-	401,590	0.0%	
Higgins-Old Sutton TIF	3,587	-	7,173	-	43,040	0.0%	
Higgins/Hassell TIF	25,013	-	50,025	-	300,150	0.0%	
Information Systems	111,454	109,664	222,908	219,330	1,337,450	16.4%	
Total Spec Rev. & Int. Svc. Fund	1,749,138	1,465,462	3,496,275	2,504,377	20,989,650	11.9%	
TOTAL OPERATING FUNDS	7,885,933	7,719,470	14,086,865	13,034,234	103,128,820	12.6%	16.7%
2015A & C G.O. Debt Service	-	-	-	-	3,576,650	0.0%	
2015B G.O. Debt Service	-	-	-	-	123,900	0.0%	
2016 G.O. Debt Service	44,933	44,933	44,933	44,933	436,700	0.0%	
2017A & B G.O. Debt Service	-	-	-	-	177,550	0.0%	
2018 G.O. Debt Service	116,107	116,107	128,107	128,107	2,863,200	0.0%	
2019 G.O. Debt Service	-	-	-	-	136,700	0.0%	
TOTAL DEBT SERV. FUNDS	161,040	161,040	173,040	173,040	7,314,700	2.4%	16.7%
Central Rd. Corridor Fund	17	1	33	2	200	0.8%	
Hoffman Blvd Bridge Maintenance	125	5	250	10	1,500	0.7%	
Western Corridor Fund	62,500	56	125,000	118	750,000	0.0%	
Prairie Stone Capital Fund	833	47	1,667	107	10,000	1.1%	
Central Area Rd. Impr. Imp. Fee	13	-	25	-	150	0.0%	
Capital Improvements Fund	149,675	224,916	299,350	427,795	1,796,100	23.8%	
Capital Vehicle & Equipment Fund	63,577	63,482	127,153	126,964	762,920	16.6%	
Capital Replacement Fund	167	5	333	11	2,000	0.6%	
2015 Project Fund	-	0	-	1	-	N/A	
Road Improvement Fund	549,050	347,441	1,098,100	1,840,467	6,588,600	27.9%	
TOTAL CAP. PROJECT FUNDS	825,956	635,952	1,651,912	2,395,476	9,911,470	24.2%	16.7%
Police Pension Fund	583,839	493,456	1,167,678	559,930	7,006,070	8.0%	
Fire Pension Fund	513,008	435,367	1,026,017	505,572	6,156,100	8.2%	
TOTAL TRUST FUNDS	1,096,848	928,823	2,193,695	1,065,502	13,162,170	8.1%	16.7%
TOTAL ALL FUNDS	9,969,776	9,445,285	18,105,512	16,668,252	133,517,160	12.5%	16.7%

OPERATING REPORT SUMMARY
EXPENDITURES
February 28, 2021

	<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	34,287	23,838	68,573	46,350	411,440	11.3%	
Administration	55,573	26,875	111,147	47,665	666,880	7.1%	
Legal	43,879	25,477	87,758	34,236	526,550	6.5%	
Finance	96,385	82,504	192,770	170,402	1,156,620	14.7%	
Village Clerk	19,607	16,270	39,213	32,510	235,280	13.8%	
Human Resource Mgmt.	46,564	36,499	93,128	71,880	558,770	12.9%	
Communications	21,346	12,578	42,692	46,708	256,150	18.2%	
Cable TV	14,982	11,822	29,963	23,903	179,780	13.3%	
Emergency Operations	7,123	4,017	14,247	35,482	85,480	41.5%	
Total General Admin.	339,746	239,881	679,492	509,135	4,076,950	12.5%	16.7%
Police Department							
Administration	126,184	104,629	252,368	188,132	1,514,210	12.4%	
Juvenile Investigations	50,618	44,603	101,237	72,382	607,420	11.9%	
Tactical	101,305	84,251	202,610	142,097	1,215,660	11.7%	
Patrol and Response	1,043,244	965,190	2,086,488	1,650,126	12,518,930	13.2%	
Traffic	98,136	80,639	196,272	109,190	1,177,630	9.3%	
Investigations	131,437	125,686	262,873	208,087	1,577,240	13.2%	
Community Relations	542	-	1,083	-	6,500	0.0%	
Communications	47,509	47,509	95,018	142,527	570,110	25.0%	
Canine	17,853	16,047	35,705	27,663	214,230	12.9%	
Special Services	14,937	1,327	29,873	1,327	179,240	0.7%	
Records	25,927	23,855	51,853	47,709	311,120	15.3%	
Administrative Services	80,236	74,629	160,472	149,158	962,830	15.5%	
Total Police	1,737,927	1,568,366	3,475,853	2,738,398	20,855,120	13.1%	16.7%
Fire Department							
Administration	76,858	52,601	153,717	98,487	922,300	10.7%	
Public Education	6,322	3,412	12,643	6,013	75,860	7.9%	
Suppression	818,720	751,521	1,637,440	1,290,370	9,824,640	13.1%	
Emer. Med. Serv.	709,165	654,656	1,418,330	1,136,444	8,509,980	13.4%	
Prevention	50,766	78,135	101,532	92,414	609,190	15.2%	
Fire Stations	3,367	1,319	6,733	1,355	40,400	3.4%	
Total Fire	1,665,198	1,541,643	3,330,395	2,625,084	19,982,370	13.1%	16.7%
Public Works Department							
Administration	31,975	29,539	63,950	58,458	383,700	15.2%	
Snow/Ice Control	153,408	545,334	306,815	750,237	1,840,890	40.8%	
Pavement Maintenance	44,018	25,926	88,035	50,563	528,210	9.6%	
Forestry	90,138	48,878	180,275	103,564	1,081,650	9.6%	
Facilities	96,732	74,893	193,463	123,415	1,160,780	10.6%	
Fleet Services	100,697	94,342	201,393	154,553	1,208,360	12.8%	
F.A.S.T.	16,208	9,160	32,417	18,740	194,500	9.6%	
Storm Sewers	14,422	10,022	28,843	19,487	173,060	11.3%	
Traffic Control	65,656	52,575	131,312	92,648	787,870	11.8%	
Total Public Works	613,252	890,667	1,226,503	1,371,664	7,359,020	18.6%	16.7%

OPERATING REPORT SUMMARY
EXPENDITURES
February 28, 2021

	CURRENT MONTH		YEAR-TO-DATE		ANNUAL BUDGET	%	BENCH-MARK
	BUDGET	ACTUAL	BUDGET	ACTUAL			
Development Services							
Administration	35,212	30,073	70,423	63,765	422,540	15.1%	
Planning & Transportation	53,233	42,062	106,465	89,221	638,790	14.0%	
Code Enforcement	134,493	119,413	268,987	238,518	1,613,920	14.8%	
Engineering	101,606	89,797	203,212	176,223	1,219,270	14.5%	
Economic Development	123,861	35,081	247,722	55,148	1,486,330	3.7%	
Total Development Services	448,404	318,425	896,808	622,876	5,360,850	11.6%	16.7%
Health & Human Services	67,404	59,057	134,808	116,560	808,850	14.4%	16.7%
Miscellaneous							
4th of July	735	735	1,469	1,469	155,070	0.9%	
Police & Fire Comm.	8,513	-	17,027	92	102,160	0.1%	
Misc. Boards & Comm.	20,299	6,628	40,598	14,007	243,590	5.8%	
Misc. Public Improvements	264,843	326,326	529,687	332,651	3,178,120	10.5%	
Total Miscellaneous	294,391	333,689	588,780	348,218	3,678,940	9.5%	16.7%
Total General Fund	5,166,321	4,949,729	10,332,640	8,331,936	62,142,100	13.4%	16.7%
Water & Sewer Fund							
Water Department	1,102,568	1,004,454	2,205,135	2,000,219	13,230,810	15.1%	
Sewer Department	192,333	150,224	384,667	298,664	2,308,000	12.9%	
Billing Division	73,483	72,184	146,965	142,191	881,790	16.1%	
Capital Projects Division	135,840	135,840	135,840	135,840	3,560,860	3.8%	
2015 Bond Capital Projects	-	-	-	-	422,500	0.0%	
2017 Bond Capital Projects	-	-	-	-	1,435,620	0.0%	
2018 Bond Capital Projects	-	-	-	-	247,640	0.0%	
2019 Bond Capital Projects	-	-	-	-	622,530	0.0%	
Total Water & Sewer	1,504,223	1,362,702	2,872,607	2,576,934	22,709,750	11.3%	16.7%
Motor Fuel Tax	138,025	138,025	1,415,617	1,415,617	3,480,000	40.7%	
Community Dev. Block Grant Fund	7,225	7,225	10,004	10,004	585,550	1.7%	
Asset Seizure Fund	23,791	21,964	47,582	57,144	285,490	20.0%	
Municipal Waste System	248,263	244,547	496,525	307,282	2,979,150	10.3%	
NOW Arena Operating Fund	357,765	197,831	715,530	360,080	4,293,180	8.4%	
NOW Arena Activity Fund	397,443	153,392	794,885	153,392	4,769,310	3.2%	
Stormwater Management	42,354	-	84,708	-	508,250	0.0%	
Insurance	147,810	110,718	295,620	899,907	1,773,720	50.7%	
Information Systems	145,621	92,610	291,242	158,356	1,747,450	9.1%	
Roselle Road TIF	139,003	-	278,007	-	1,668,040	0.0%	
Barrington/Higgins TIF	1,087	-	2,173	-	13,040	0.0%	
Lakewood Center TIF	33,466	-	66,932	-	401,590	0.0%	
Higgins-Old Sutton TIF	3,587	-	7,173	-	43,040	0.0%	
Higgins/Hassell TIF	420	-	840	-	5,040	0.0%	
TOTAL OPERATING FUNDS	8,356,403	7,278,742	17,712,085	14,270,652	107,404,700	13.3%	16.7%
2015A G.O. Debt Service	-	-	-	-	3,576,650	0.0%	
2015 G.O. Debt Service	-	-	-	-	123,900	0.0%	
2016 G.O. Debt Service	-	-	-	-	437,200	0.0%	
2017A & B G.O. Debt Service	-	-	-	-	177,550	0.0%	
2018 G.O. Debt Service	-	-	-	-	2,863,200	0.0%	
2019 G.O. Debt Service	-	-	-	-	136,700	0.0%	
TOTAL DEBT SERV. FUNDS	-	-	-	-	7,315,200	0.0%	16.7%

OPERATING REPORT SUMMARY
EXPENDITURES
February 28, 2021

	<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>			
Western Corridor Fund	33,333	33,333	66,667	66,666	400,000	16.7%	
Prairie Stone Capital	56,667	2,500	113,333	5,000	680,000	0.7%	
Western Area Traffic Imp.	-	-	-	3,638	-	N/A	
Capital Improvements Fund	168,444	87,429	336,888	174,858	2,021,330	8.7%	
Capital Vehicle & Equipment Fund	63,477	188,584	126,953	199,673	761,720	26.2%	
Capital Replacement Fund	58,333	58,333	116,687	116,666	700,000	16.7%	
Road Improvement Fund	554,635	-	1,109,270	-	6,655,620	0.0%	
TOTAL CAP. PROJECT FUNDS	934,889	370,179	1,869,778	566,501	11,218,670	5.0%	16.7%
Police Pension Fund	613,029	631,204	1,226,058	1,276,735	7,356,350	17.4%	
Fire Pension Fund	553,209	559,187	1,106,418	1,124,557	6,638,510	16.9%	
TOTAL TRUST FUNDS	1,166,238	1,190,391	2,332,477	2,401,292	13,994,860	17.2%	16.7%
TOTAL ALL FUNDS	10,457,530	8,839,313	21,914,340	17,238,445	139,933,430	12.3%	16.7%



2021 February MONTHLY REPORT

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February Synopsis

- In February, we spent most of our efforts on the project to implement the CentralSquare Community Development applications. This included the second group of sessions for Subject Matter Training, involving 25 Village staff and held for five days at the beginning of the month, follow up testing for issues found both before and during training and continued work on GIS and the related workbooks for all the applications.

CentralSquare/GovQA Support Cases

- Open and closed case to add new Village Manager
- Created SQL script to update RRL License Deadline date.
- Open and closed case to add new image to our Cognos Directory.
- Multiple cases to have additional users added to both the PLUS environment and to the Community Development applications.
- Resolved long-standing issue with users who work weekend shifts only not being able to access PLUS. This was accomplished by working with those staff members during their shifts.
- A variety of issues were reported because of the SME Training and follow-on testing. Some issues are resolved but many are still being worked on.

Project Activities

- Attended a week long (February 1st – February 5th) Subject Matter Expert Training provided by CentralSquare to review Community Development and the related Modules.
- Created a Project Update document related to the topics discussed during the week long SME training session.
- Set up several meeting related to Engineering Fees and how they can be set up in Community Development.
- Set up a review session of the Fire Department Custom Screens and provided the Fire Department with print screens so they can make changes/corrections.
- Finalized the layout of the PLUS Location Owners data file to be imported into GIS to provide the Owner information for the Community Development applications.
- Created data file of Location Owners added or changed each week to keep the GIS owner data up to date and to eliminate the need for manual entry of additions or changes.

- Attended session with CentralSquare consultant to learn how to add users to CS Community Development environment. We were then able to successfully add new users and send them information about how to log in and change their password.
- That same consultant provided assistance on multiple occasions in February on how to perform System Admin functions in Community Development.
- Continued work on Spatial Rules Workbook for GIS.

Work Orders

- Aided PW staff for three separate issues related to the entry and processing of FOIAs in GovQA.
- Extracted data of Senior Citizens from Utility Billing for General Government to use in a planned mailing for Covid-19 Vaccination information to our Senior Community.
- Provided instruction to Finance Department staff in adding Business Tax Codes to new business and creating the Tax Returns for 2021 and the end of 2020.
- Created SQL script to update RRL License Deadline date.
- Assisted Finance in determining why a business was appearing on the delinquent business tax Cognos report.
- Move UB account and permits to correct PIN per Finance Department.
- Added new permit fee and interface code per Finance and Development Services.
- Apply RRL Penalties.
- Apply PL Penalties.
- Apply GP Penalties.
- Added new signature to Cognos Letter after CentralSquare added image to our Cognos directory.
- Added new Village Manager.
- Resolved issue with Development Services not be able to reassign attached documents in GOVQA to customers.
- Added Location per front counter.
- Researched adding new job class per HR's request for Fire Administration Department.
- Provided the FP Audit Report to Finance.
- Assisted user with adding Favorites in Community Plus.
- Adjusted RRL Cognos report.
- Added locations per Fire Admin.
- Update the dates for ½ year GP license in form easy.
- Assisted Finance Department with issue related to updating a batch online.
- Added Village manager to FOIA request.
- Set up Village manager for Employee Leave Requests for the General Government Department.
- Created a new report for Clerk's office to do a count of how many machines per the specified vending licensing categories so they can order the correct amount of stickers.

- Started adjusting the Business License letters for the upcoming 21-22 Renewal year.
- Provided guidance on lockbox issue and how to resolve it.
- Assisted Development Services staff in the running of Fund Accounting Budget reports for newly created accounts.

Administration

- Presented an ERP overview to the new Village Manager.
- Prepared monthly report.
- Processed Payroll for department employees on 2/8 and 2/22.

Training

- Held GovQA System Admin Training for Software Support Specialist including user setup and how to target user access to just those areas they should be able to view/update. This also provided instruction on how to create and maintain Workflows and SLA notifications and how to create and modify reports.
- Set up and attended SME training, including sending GoToMeeting appointments to all involved staff to replace the previous appointments sent, after the CentralSquare's meeting application stopped working for the trainer.
- Attended training session with the Business System Analyst regarding GovQA.

Meetings

- Biweekly meeting with IS Director on February 22, 2021.
- Both staff members had Employee Evaluation meetings with Director.
- Attended a complete Community Development Project update with the IS Director.
- Met with Development Services and Engineering to review Engineering Fees for Community Development.
- Participated in Webinar provided by CentralSquare's Consultants regarding additional services available to implement Business Licensing in Community Development.
- Met with Public Works, Finance Water Billing staff, and Siemens regarding the Operational Reports we are expecting Neptune to provide.

February Synopsis

- **CSQR Community Development:** CD configuration continued in February and began with the staff training reboot (2/1-2/5). During the training, a number of issues were detected in the GIS module. Performance issues in the GIS service caused numerous delays when attempting to navigate the map. Annotation layers, which cannot be accessed in the TOC, were turning on and remaining on, creating visual distractions. CSQR placed the lagging performance solely on our GIS service. I spent time modifying the service, to streamline the data and assist it in running as efficiently, as possible. We currently use similar services in Hoffnet, but have never experienced this type of lag. I believe the volume of users hitting the service simultaneously played a role in the lag. I'll continue monitoring the issue. I attempted to work with CSQR on the annotation issue, but due to a lack of feedback, I simply worked around the issue by modifying the service. One request during the training was to add aerial imagery functionality. CSQR provided the settings necessary to accomplish this and the imagery service was built accordingly. It has yet to be implemented. Owner info was successfully incorporated into CD using the related table method. Currently, all records have only 1 owner. The next step is to test how CD can pull both a current and previous owner. A meeting will occur in March to discuss this further amongst technical staff.
- **Hoffnet:** Based on the annual usage of the past couple of years, most employees are using the Infrastructure map for GIS information. In an effort to keep our GIS server, databases and AGO Online account streamlined, I'm going to start phasing out low usage maps, starting with the West Area map.
- **PW-GIS Integration:** Much of the Village's Public Works GIS data is currently siloed in Sean's AGO user account. This disconnected data and mapping needs to be integrated into the main GIS database (LGIM) and map viewing platform (Hoffnet) for the following reasons:
 - To ensure that all users are viewing the same data
 - To improve the efficiency of maintaining the data and mapping
 - To remove unnecessary AGO user accounts, data and maps
 - To enforce data integrity
 - To improve the PW GIS user experience

In addition, Public Works will be implementing a new asset management software. Like CSQR's ComDev, it will be built upon our GIS data. Integrating all silos of PW data into our LGIM database is necessary for the success of this implementation.

Work Orders

- Webmap Request: cached aerial service created (CSCD)
- Webmap Request: reconfigure owner table relate and expand to address points (CSCD)
- Webmap Request: subdivisions added to Hoffnet Planning (DS-P)
- Webmap Request: 2021 Construction updates (DS-TE)
- Webmap Request: CSCD map service reconfigured to improve efficiency (GIS)
- Webmap Request: repaired hyperlinks in Hoffnet P&Z (GIS)
- Map Request: utilities at Barrington Rd for Burns & McDonnell (DS-TE)
- Map Request: utilities at various for IMEG Group (Comcast) (PW)
- Map Request: utilities at 2475 Pembroke (UHaul) for Compass (DS-TE)
- Map Request: aerial of Village Hall (PW)
- Map Request: utilities at 5t. Alexius Hospital for Compass (DS-TE)
- Map Request: utilities at Bode for HBK *REPRINT* (DS-TE)
- Map Request: annual zoning map (DS-P)
- Data Request: storm manhole added along W Berkley (PW)

Administration

- Monthly report
- CentralSquare ComDev service testing for performance & annotation errors
- Hoffnet User Group notification regarding retired maps
- CentralSquare spatial rules workbook recommendations & LM workbook updates
- PW-GIS project tasks and Gantt chart
- Village website admin access setup by Suzanne Ostrovsky

Training

- Community Development training modules (2/1-2/4)
- ArcGIS Server Performance and Scalability (2/8)

Meetings

- Bi-Weekly w/F. Besenhoffer (2/22)
- Employee Review w/F. Besenhoffer (2/9)
- Adopt-a-Hydrant inquiry w/Tom Zito (2/16)

Project Activities

Project – Motorola P1

- During the month of February, I.S. staff continued to work on Motorola P1 CAD system. The main task that needed to be accomplished before March was mobile agents and clients upgrades. In addition to software updates, I.S. Staff assisted our Fire Department in pre-go live system checkup and testing. Multiple vehicles from each NWCD agencies were involved in order to shake down the system and identify any lurking problems. Another main task that needed to be accomplished was RMS data transfer to the new Motorola P1 system. The physical data transfer was performed in the third week of February and it will represent go live data in the new system.

Project – Hyper-V

- During the month of February, I.S. Staff started preparation before deployment of the new NAS storage devices. Those units will be utilized in conjunction with our Hyper-V environment and will serve as a redundant storage for the virtual servers. The new NAS devices feature SSD disks, thus greatly improving the performance of the overall system.

Project – E911 System Upgrade

- I.S. Staff continued to apply recommended updates and patches to the E911 system. Following the direction from Cisco and Sentinel, we have applied necessary updates but the issue still persists. In addition to the mentioned updates, Cisco recommended we upgrade firmware on our core switch located at Public Works building. None of those changes fixed the problem, and we are currently awaiting fix from Cisco.

Security and Other Updates

- I.S. Staff replaced defective HDD in the CCTV server located in the NowArena.
- I.S. Staff configured iDrac configuration on our servers.
- I.S. Staff replaced defective Sierra Device in preparation for the Motorola P1 test drive.
- I.S. Staff started preparation before the Police Department's range computer system upgrade.
- I.S. Staff continues monitor and update Windows Servers with patches, updates and other security installations.

- I.S. Staff continues to update and monitor anti-virus system to ensure at most reliability and safety.
- I.S. Staff continues to monitor and adjust if necessary all of our backup jobs.
- I.S. Staff updated and reorganized our network documentation in order to reflect new changes.
- I.S. Staff continues to deploy KnowBe4 email campaign.
- I.S. Staff performed general WSUS Update and service cleanup.

Training

- I.S. Staff conducted two new user orientation meetings for our new employees.

Meetings

- I.S. Staff met with Fortinet and discussed Firewall and Security products.
- I.S. Staff attended Veeam webinar.
- I.S. Staff met with representatives from Public Works and discussed the implications of the power outage that will occur during the Village Hall UPS repair.
- I.S. Staff discussed new NAS deployments, 3rd Hyper-Visor server and additional domain controller.
- I.S. Staff attended NWCD IT meeting.
- I.S. Staff met with representatives from NIU and scouted locations for the new Fiber handoff.

Technical Support, Hardware & Software Activities

- Applied necessary software updates as needed.
- 147 Help desk requests were opened during the month of February.
- 172 Help desk requests were closed during the month of February.
- Self Service Password Resets or Account Unlocks: 7
- Email passwords reset: 0
- Voicemail passwords reset: 1
- User accounts unlocked: 2
- Active Directory Password Resets: 0

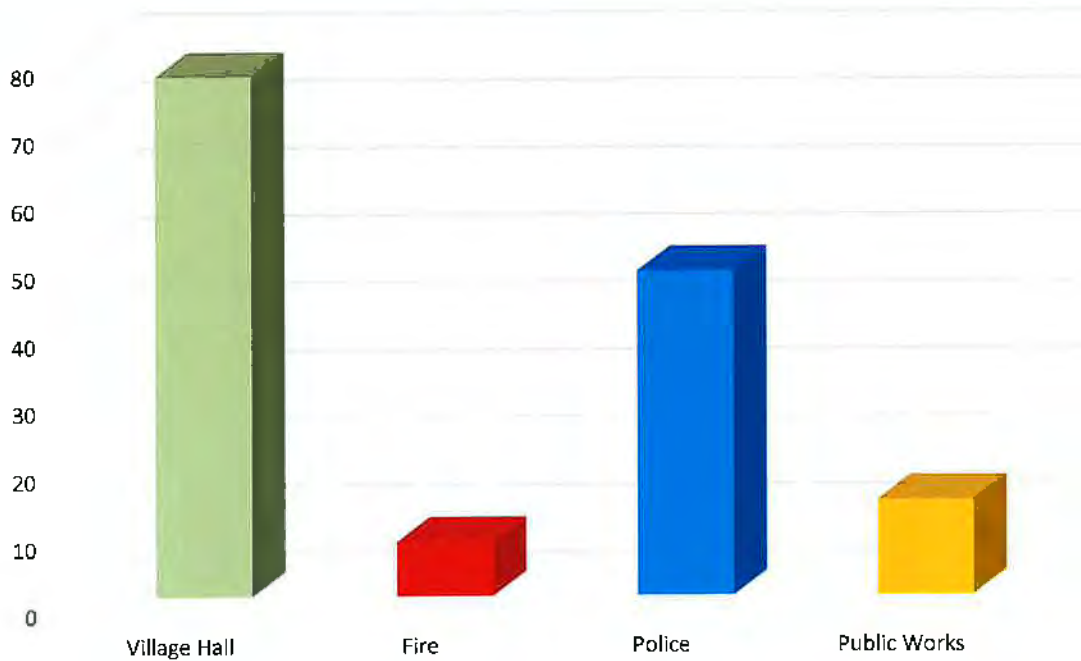
Director Summary

- Covid – 19 conference calls with the EOC team.
- Project status with CentralSquare
 - Project update status
 - Invoicing
- Monthly department status meeting with the Village Manager
- Product demonstration; Fortinet
- Product demonstration; CBT Nuggets
- Contract review; Microsoft EA and SA renewal discussion with Dell/Microsoft
- Employee performance reviews
- Monthly agenda meeting with the Acting Village Manager
- Management team meeting
- Bi Weekly department division meetings
 - Project progress
 - Division Goals Review
- Monthly MS-ISAC/EI-ISAC conference call.

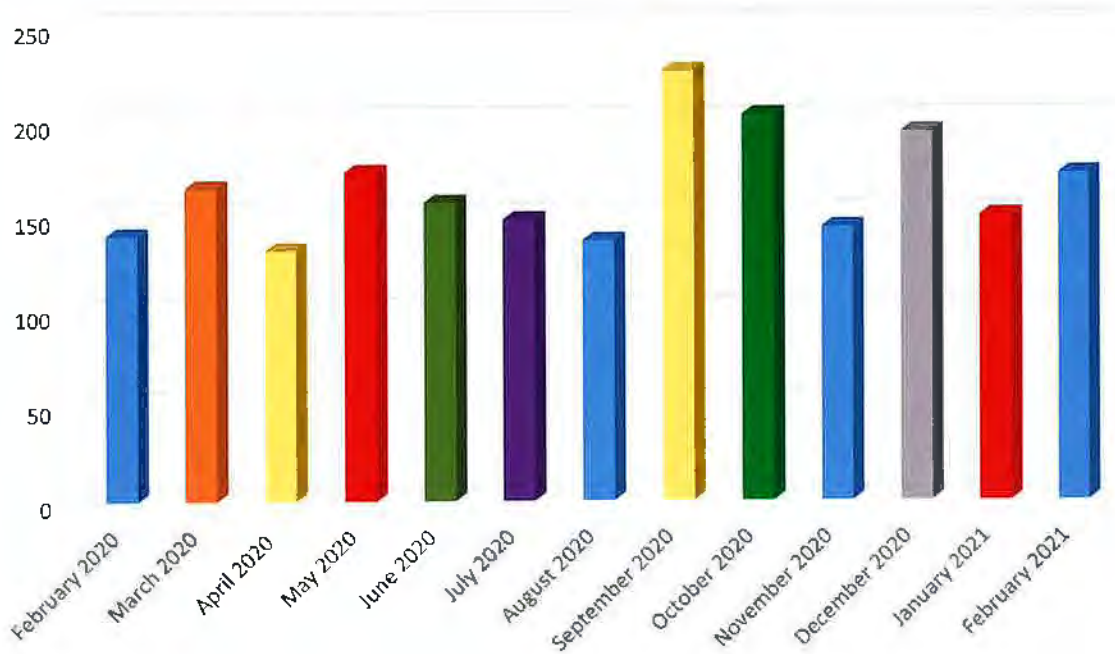
Total Work Orders by Priority by Month

Month	February
1 - Normal	116
2 - High	10
3 - Urgent	0
Project	5
Scheduled Event	16
Vendor intervention required	0
Total for Month	147

Completed Work Orders by Location



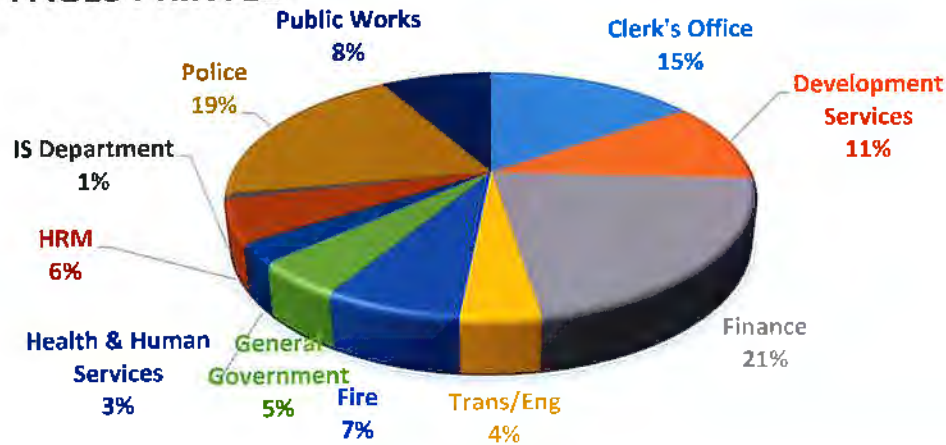
Completed Work Orders by Month



Printer Usage Report

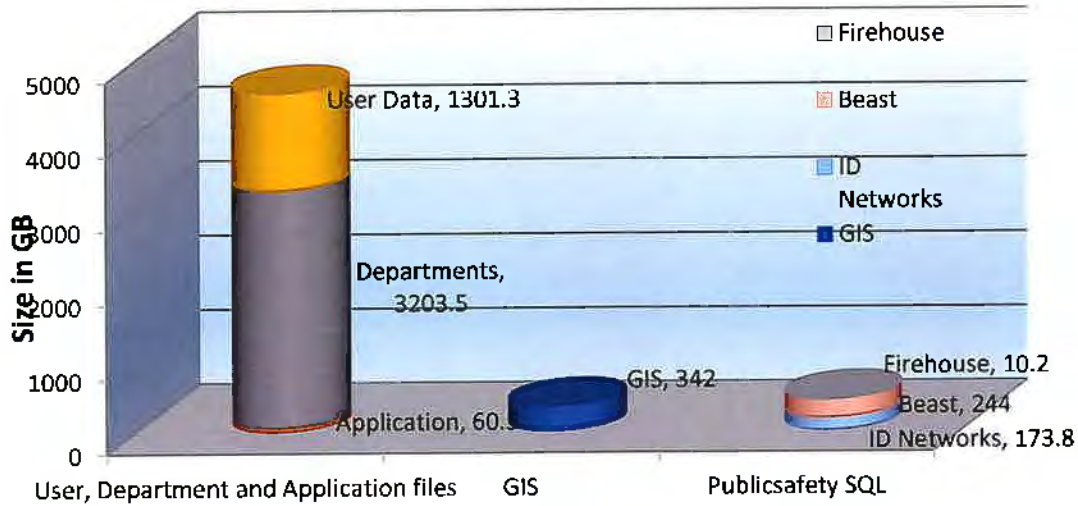
In the month of February there were 52871 pages printed across the village. The following graph breaks down printer usage by department.

PAGES PRINTED



System and Data Functions

Disk Usage



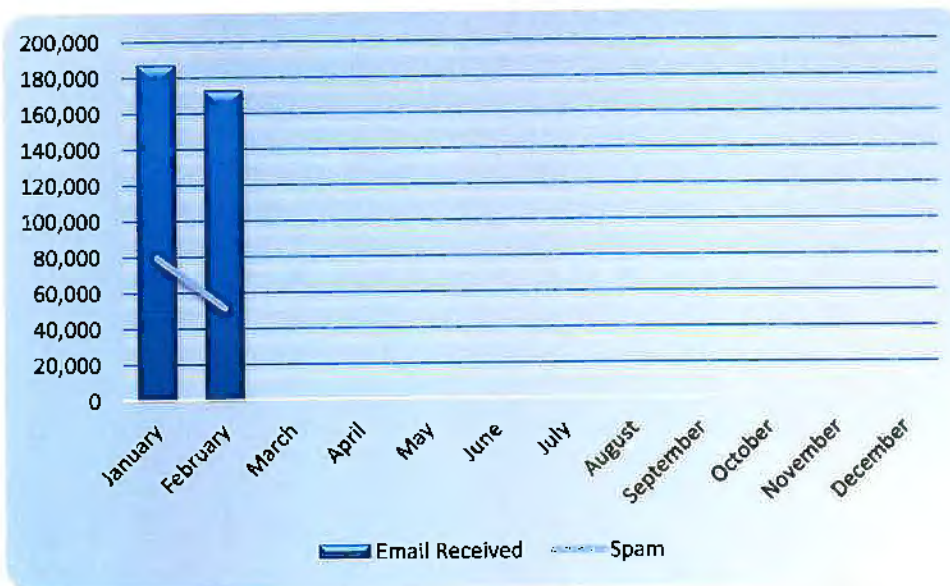
Sentinel IPS Attack Report

External parties attacked the Village network 174982 times during the month of February
Attack Volume with 5 Most Active IP Addresses



Email Spam Report

Month	Email Received	Spam	Percent Spam
January	187,111	79,512	42%
February	172,771	51,487	30%
March			0%
April			0%
May			0%
June			0%
July			0%
August			0%
September			0%
October			0%
November			0%
December			0%
Total	359,882	130,999	36%



Phishing Security Test Report

01/25/2021 - 03/04/2021

Campaign: Monthly Test

Monthly train users on phishing and tactics. Includes awareness of current threats, tips for avoiding phishing, and more.

Groups: All users

Statistics

See report at <https://training.knowbe4.com>

2.5%

Phish-prone Percentage

346

Recipients

319

Deliveries

8

Clicks

0

Attachment Opened

0

Data Entered

0

Other Failures

27

Bounces

Phish-prone Percentage is calculated from the total number of phishing test failures divided by the number of emails delivered.

Clicks by day



01/26/2021

01/30/2021

02/02/2021

02/05/2021

02/07/2021

02/08/2021

02/12/2021

02/17/2021

Phishing Email Sent

See report at <https://training.knowbe4.com>

Phishing email was sent to **346** recipients. Each recipient received a different email. Go to this Phishing Security Test's [users](#) page to see which user received which email.

[Log in to https://training.knowbe4.com](https://training.knowbe4.com)

KnowBe4 Inc

Fred Besenoffer, Director of Information Systems

VILLAGE OF HOFFMAN ESTATES

Memo

TO: Finance Committee
FROM: Mark Koplin, Owner's Representative-NOW Arena
RE: **OWNER'S REPRESENTATIVE MONTHLY REPORT
MARCH 2021**
DATE: March 17, 2021

1. Researching potential COVID relief programs to see if any funding is available for ongoing operating expenses or capital projects. The "Save our Venues" Federal program offers possibilities, but we are waiting for the specific rules and application forms to be promulgated.
2. Staff received the mechanical engineer's report to improve airflow and make the Arena bowl safer for reopening when restrictions are lifted. Professional journals continue to cite improved airflow as being very important to reopening businesses and sports/entertainment venues, even after the efforts to vaccinate the vast majority of the population are complete. The engineer's recommendation for adding three exhaust fans in the ceiling above the upper bowl will be presented at the April Finance Committee.
3. A proposal for updating the lighting controls (included in the 2021 CIP) will also be presented at the April Finance Committee.
4. Regarding NOW signage, the sign on the north side (Prairie Stone Parkway) should be completed by the end March. The interior signage and other branding will proceed soon as NOW and Britten (sign company) have worked out the details.
5. Continue to work with Ben Gibbs on the response plan to the COVID-19, including staffing levels, measures for reopening, event postponements and rescheduling, and cash flow.
6. Working with the Village's Lobbyist and Assistant Corporation Counsel regarding the applicability of the new State Parking Excise Tax. HB 852 has been referred to the Rules Committee. Staff provided comments to the Lobbyist to clarify that the tax should not apply to municipal owned parking facilities.
7. Working with Ben Gibbs on a new license agreement with School District U-46 for the 2021 graduation and Cheerleading for 2021-2023 competitions.
8. The Beer Garden in the Suite Parking Lot will be closing down in early April. The outdoor Beer Garden will resume on April 30th.

9. Conducted bi-weekly meetings with Public Works Facilities and NOW staff regarding building items, with a particular emphasis on safety measures that will be necessary when the Arena reopens. Staff met with the consulting HVAC engineer on-site to review the systems and controls. A proposal to improve airflow will be forthcoming.
10. Conducted weekly phone calls with Ben Gibbs to discuss bookings, holds, operational items, and event coordination.

Mark Koplin
Owner's Representative, NOW Arena

Attachment

MAK/kr

cc: E. Palm
D. O'Malley
Ben Gibbs (Spectra)

Now Arena
General Manager Update
March 2021

Event Highlights	Notes
March 1 to March 31: Daily Viking School (West Lot)	
March 5 & 6: Hideaway Winter Refuge	
March 12 & 13: Hideaway Winter Refuge	
March 17, 19 & 20: Hideaway Winter Refuge	
March 19 & 20: WCB Charity Drive-Thru Event	
March 26 & 27: Hideaway Winter Refuge	
Finance Department	
General	Arena finished January financials.
Monthly Financial Statement	Building Event Revenue YTD: \$1,022
	Building Sponsor/Other Revenue YTD: \$22,951
	Building Expenses YTD: \$169,546
	Building Income YTD: (\$145,000) vs. YTD Budget (\$149,528)
Operations Department	
General	Continuing to work on HVAC enhancement budget/RFP (additional exhaust fans on roof), reviewing proposals for lighting control system, developing database for vendor contracts and COI and supporting ongoing naming rights transition items including branded concourse renovations. Prepping Village Green for April 30 opening.
Positions to Fill	Director of Operation - Will not be filled this fiscal
Third Party Providers	Working with Britten on concourse renovations
Village Support	HVAC improvements and lighting control RFP with Public Works
Events Department	
General	Working on beer garden events, wedding venue operational handbook and West Lot Summer Event budgets. Conducting walk-thrus with prospective wedding and social business clients for this coming summer.
Positions to Fill	Event Coordinator - Will not be filled this fiscal
Marketing Department	
General	Promoting Hideaway Brew Garden summer 2021 lineup starting March 26th, and promoting new wedding venue.
Positions to Fill	N/A
Group Sales Department	
General	Group sales will be handled by a third party company.
Box Office Department	
General	Working with Ticketmaster on COVID complaint seating maps
Food & Beverage Department	
General	Operating at Hideaway Brew Garden
Premium Seating Department	
General	Working on NR partnership transition items including all physical signage, digital branding, highway signs and renovating portions of the concourse.
Positions to Fill	NA
Sponsorship Department	
General	Concentrating on unsold categories including insurance and liquor
Monthly Financial Statement	Corporate Sales: \$11,672
	Suites Sales: \$8,276
General	
Capital Improvements/Repairs	Lighting control RFP and HVAC upgrade.