



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

## Village of Hoffman Estates

### Finance Committee Meeting Agenda

April 25, 2022

Immediately Following the Public Health and Safety Meeting  
Village Hall, 1900 Hassell Road, Hoffman Estates, IL 60169

- 
- I. Roll Call
  - II. Approval of Minutes - March 28, 2022

#### NEW BUSINESS

#### REPORTS (INFORMATION ONLY)

1. Finance Department Monthly Report
  2. Information Technology Department Monthly Report
  3. NOW Arena Monthly Report
- 
- III. President's Report
  - IV. Other
  - V. Items in Review
  - VI. Adjournment

FINANCE COMMITTEE MEETING MINUTES

March 28, 2022

I. Roll call

Members in Attendance:

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

Management Team Members  
in Attendance:

Eric Palm, Village Manager  
Dan O'Malley, Deputy Village Manager  
Arthur Janura, Corporation Counsel  
Patti Cross, Asst. Corporation Counsel  
Alan Wax, Fire Chief  
Kasia Cawley, Police Chief  
Jennifer Horn, Director of Trans. & Eng.  
Fred Besenhoffer, Director of IT  
Patrick Seger, Director of HRM  
Peter Gugliotta, Director of Dev. Services  
Monica Saavedra, Director of HHS  
Anthony Fashoda, Asst. Director of Finance  
Joe Nebel, Director of Public Works  
Suzanne Ostrovsky, Asst. Village Mgr.  
Ric Signorella, CATV Coordinator  
Yousef Ahmed, Levy

Via Telephone:

Ben Gibbs, NOW Arena GM  
Sarah Marcucci, EMA Coordinator

The Finance Committee meeting was called to order at 7:56 p.m.

I. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve the Finance Meeting minutes from February 28, 2022. Voice vote taken. All ayes. Motion carried.

**NEW BUSINESS**

1. **Request approval of an Amended and Restated Profit Split Agreement with Levy Premium Foodservice Limited Partnership to provide food and beverage service at the NOW Arena.**

An item summary sheet from Dan O'Malley and Ben Gibbs was presented to Committee.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to approve an Amended and Restated Profit Split Agreement with Levy Premium Foodservice Limited Partnership to provide food and beverage service at the NOW Arena. Voice vote taken. All ayes. Motion carried.

2. **Request authorization to renew a one-year contract for service and support of the Village's telephone, voicemail and E911 systems with Sentinel Technologies, Inc., Downers Grove, IL, in an amount not to exceed \$23,738.40.**

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

Motion by Trustee Gaeta, seconded by Trustee Stanton, to renew a one-year contract for service and support of the Village's telephone, voicemail and E911 systems with Sentinel Technologies, Inc., Downers Grove, IL, in an amount not to exceed \$23,738.40. Voice vote taken. All ayes. Motion carried.

3. **Request authorization to purchase nine (9) semi-ruggedized laptop computers and accessories from CDS Office Technologies, Itasca, IL, for use in the Police Department patrol and response vehicles in an amount not to exceed \$39,170.**

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

Motion by Trustee Gaeta, seconded by Trustee Arnet, to purchase nine (9) semi-ruggedized laptop computers and accessories from CDS Office Technologies, Itasca, IL, for use in the Police Department patrol and response vehicles in an amount not to exceed \$39,170. Voice vote taken. All ayes. Motion carried.

4. **Request authorization to waive bidding and purchase two (2) Dell Unity 480 XT Hybrid Storage Solutions and one (1) Dell DD6400 network backup appliance from Dell Solutions in an amount not to exceed \$157,612.47.**

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

Motion by Trustee Stanton, seconded by Trustee Gaeta, to waive bidding and purchase two (2) Dell Unity 480 XT Hybrid Storage Solutions and one (1) Dell DD6400 network backup appliance from Dell Solutions in an amount not to exceed \$157,612.47. 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.**

The NOW Arena Monthly Report was received and filed.

**II. President's Report**

**III. Other**

**IV. Items in Review**

**V. Adjournment**

Motion by Trustee Gaeta, seconded by Trustee Mills, to adjourn the meeting at 8:03 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

\_\_\_\_\_  
Debbie Schoop, Executive Assistant

\_\_\_\_\_  
Date



# HOFFMAN ESTATES

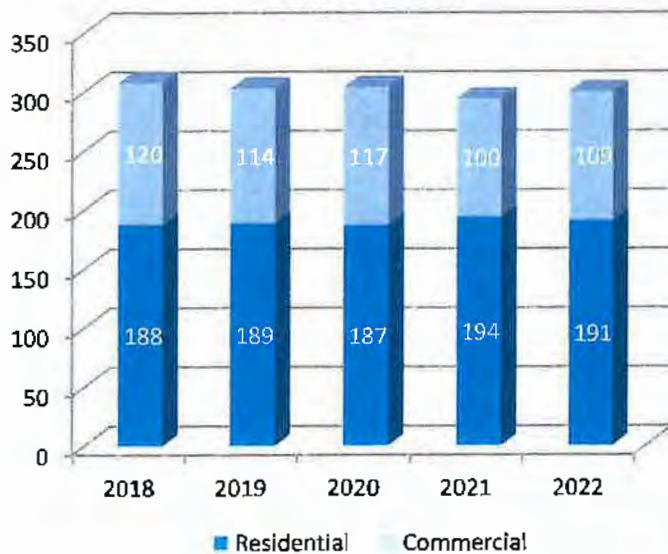
GROWING TO GREATNESS

## DEPARTMENT OF FINANCE MONTHLY REPORT MARCH 2022

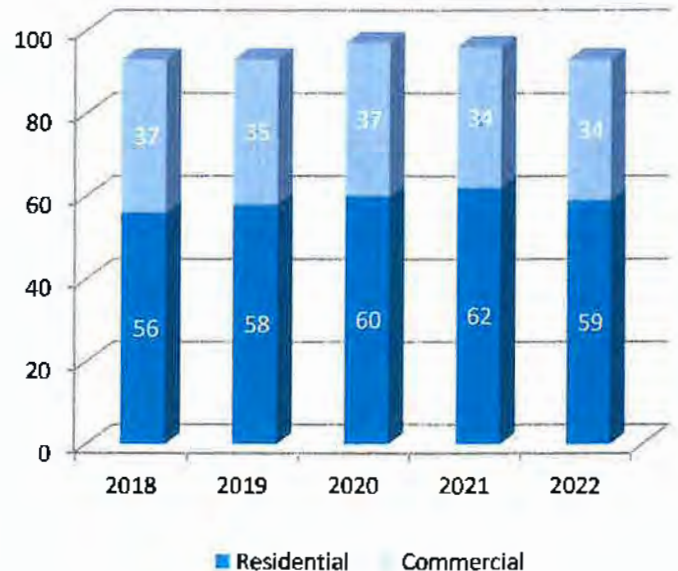
### Water Billing

A total of 14,830 residential water bills were mailed on March 1st for January's water consumption. Average consumption was 3,945 gallons, resulting in an average residential water bill of \$59.83. Total consumption for all customers was 93 million gallons, with 59 million gallons attributable to residential consumption. When compared to the March 2021 billing, residential consumption decreased by 4.8%.

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

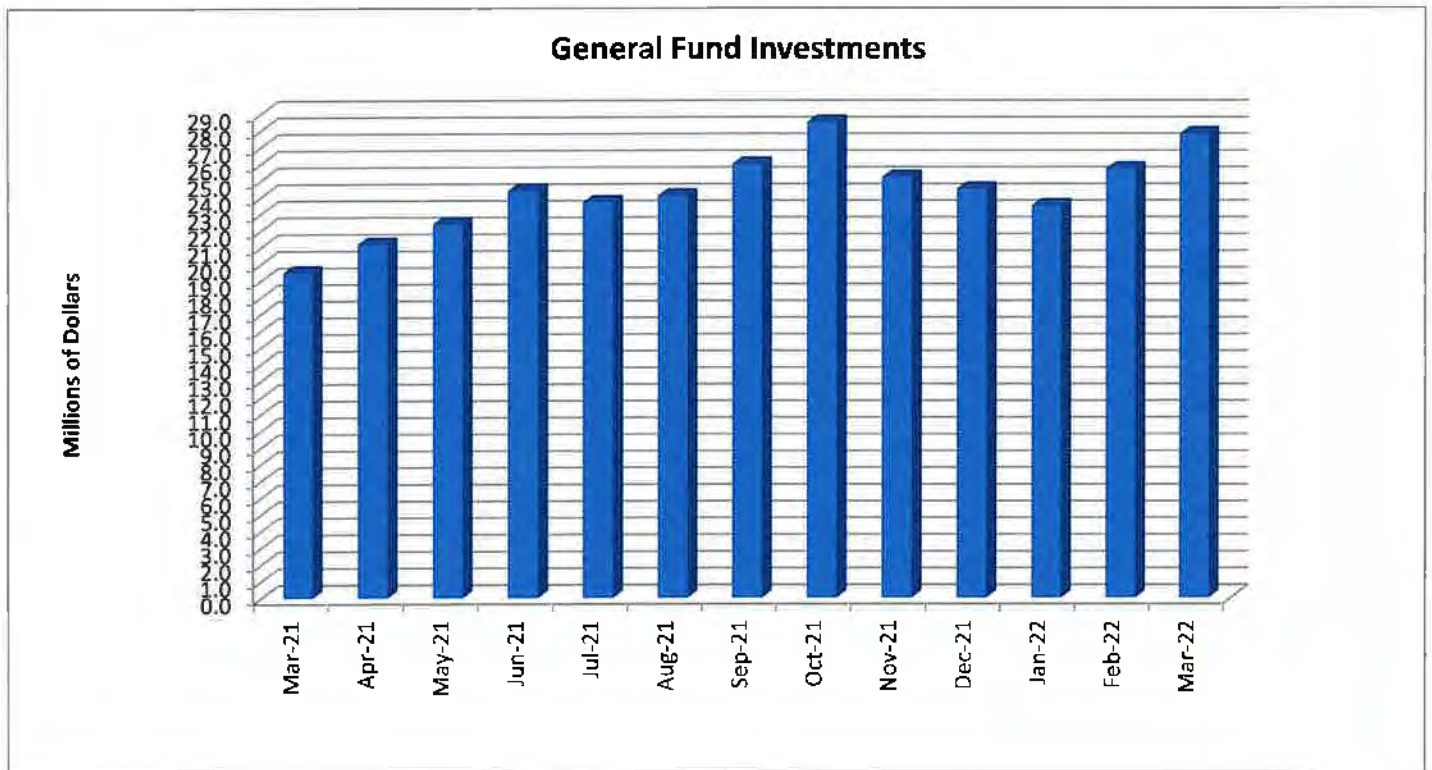
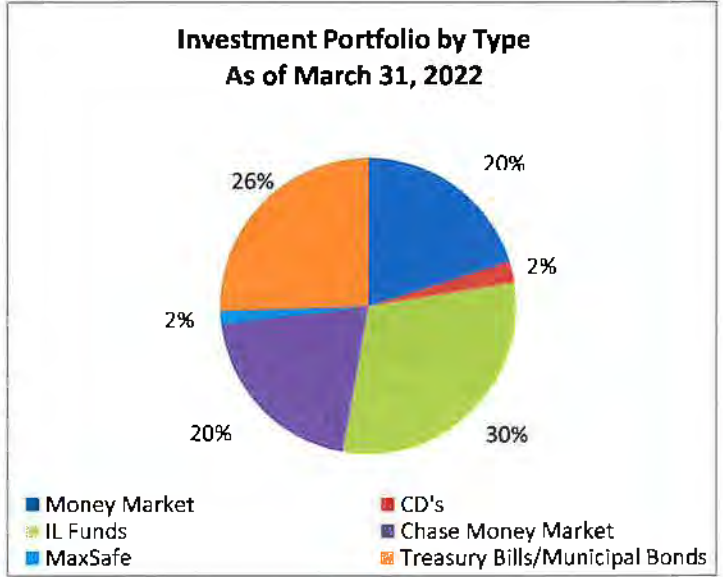
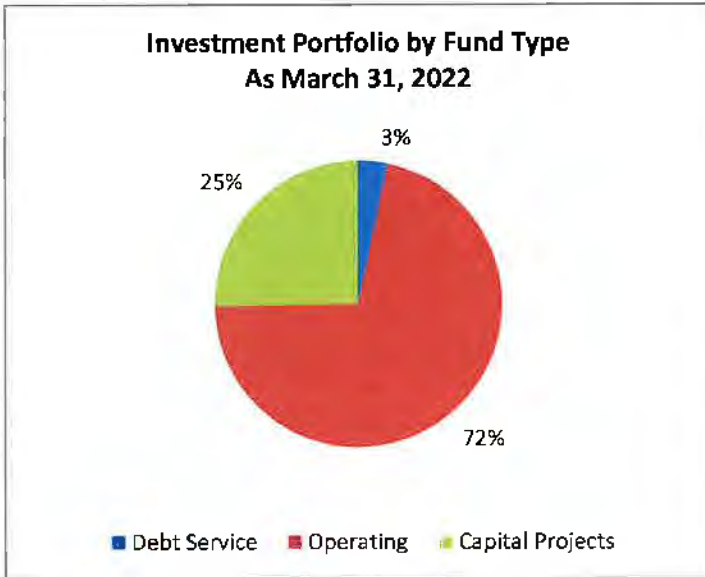


**Total Water Consumption  
Month of March**



## Village Investments

As of March 31, 2022, the Village's investment portfolio (not including pension trust funds) totaled \$64.4 million. Of this amount, \$46.1 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$18.3 million is related to debt service and capital projects funds.



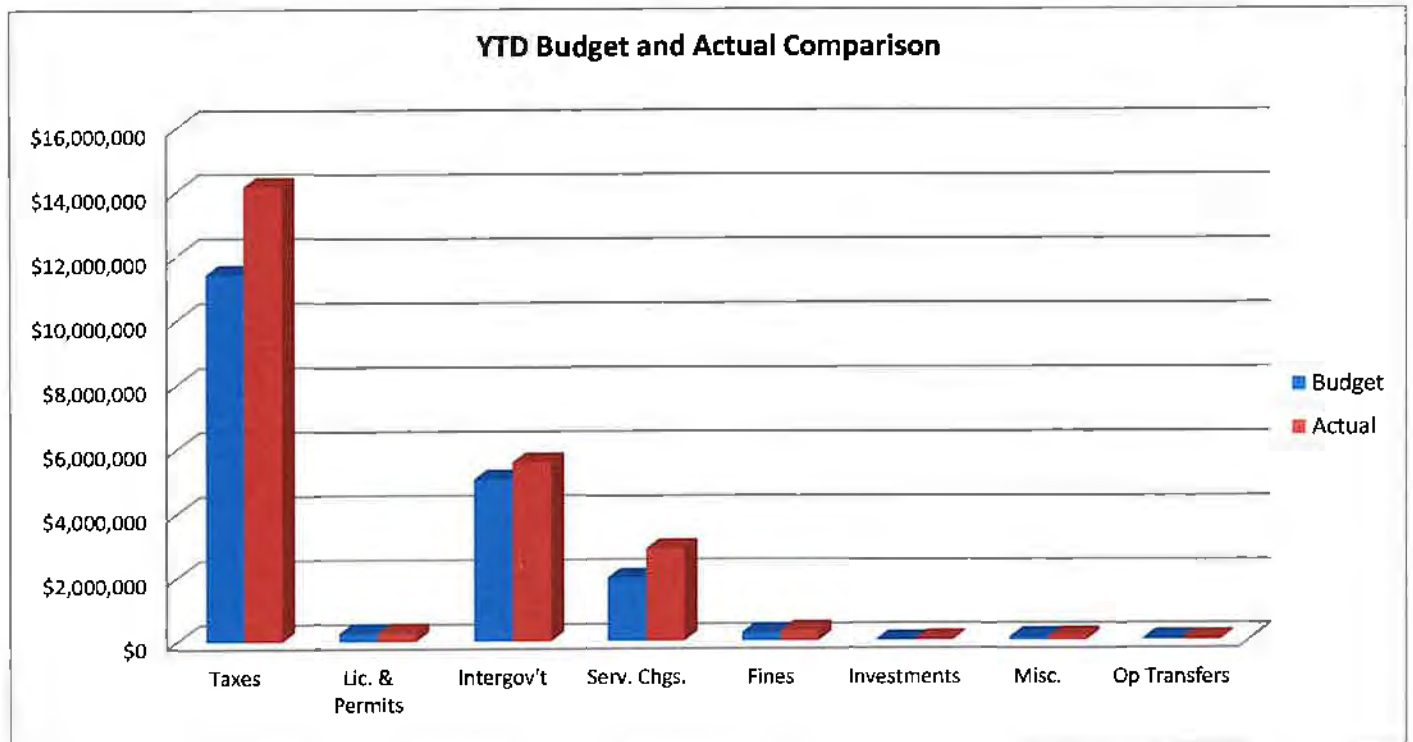
## Operating Funds

### General Fund

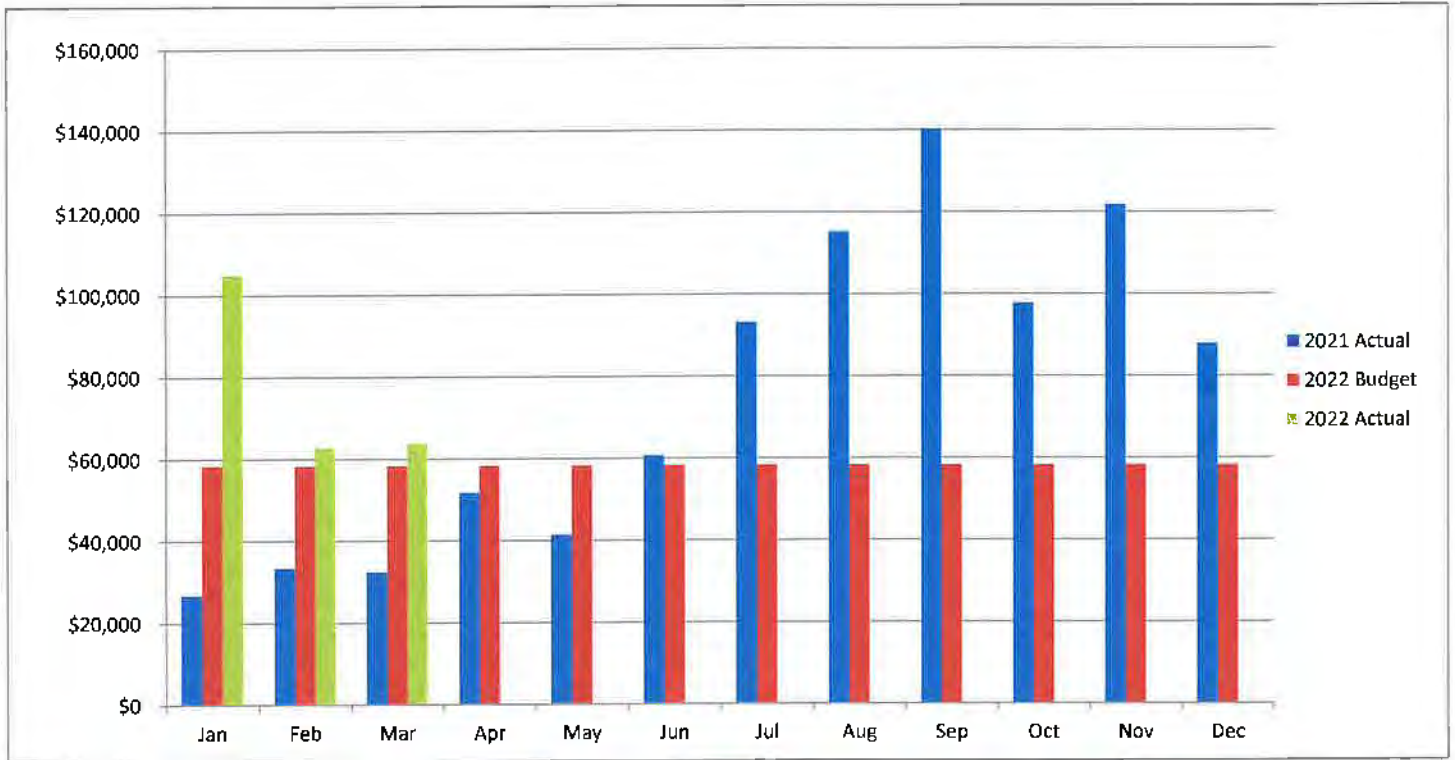
For the month of March, General Fund revenues totaled \$12,628,675 and expenditures totaled \$8,007,675 resulting in a surplus of \$4,621,000.

**Revenues:** March year-to-date figures are detailed in the table below. Property taxes are due in March and August every year. Intergovernmental is over budget due to increased replacement tax received. Charges for Services are over budget due to supplemental payments received for the Ground Emergency Medical Transport (GEMT) program. Fines and Forfeits are over budget due to receipts from the red light camera revenue. Investment income is over budget due to higher interest rates being realized. Most miscellaneous revenues are not received on a monthly basis.

REVENUES	YEAR-TO-DATE	YEAR-TO-DATE	VARIANCE
	BUDGET	ACTUAL	
Taxes	\$ 11,410,333	\$ 14,138,963	23.9%
Licenses & Permits	262,175	278,770	6.3%
Intergovernmental	5,026,873	5,555,612	10.5%
Charges for Services	1,958,235	2,865,846	46.3%
Fines & Forfeits	266,500	333,695	25.2%
Investments	5,000	35,862	617.2%
Miscellaneous	99,125	121,054	22.1%
Operating Transfers	51,250	49,665	-3.1%
<b>TOTAL</b>	<b>\$ 19,079,490</b>	<b>\$ 23,379,466</b>	<b>22.5%</b>



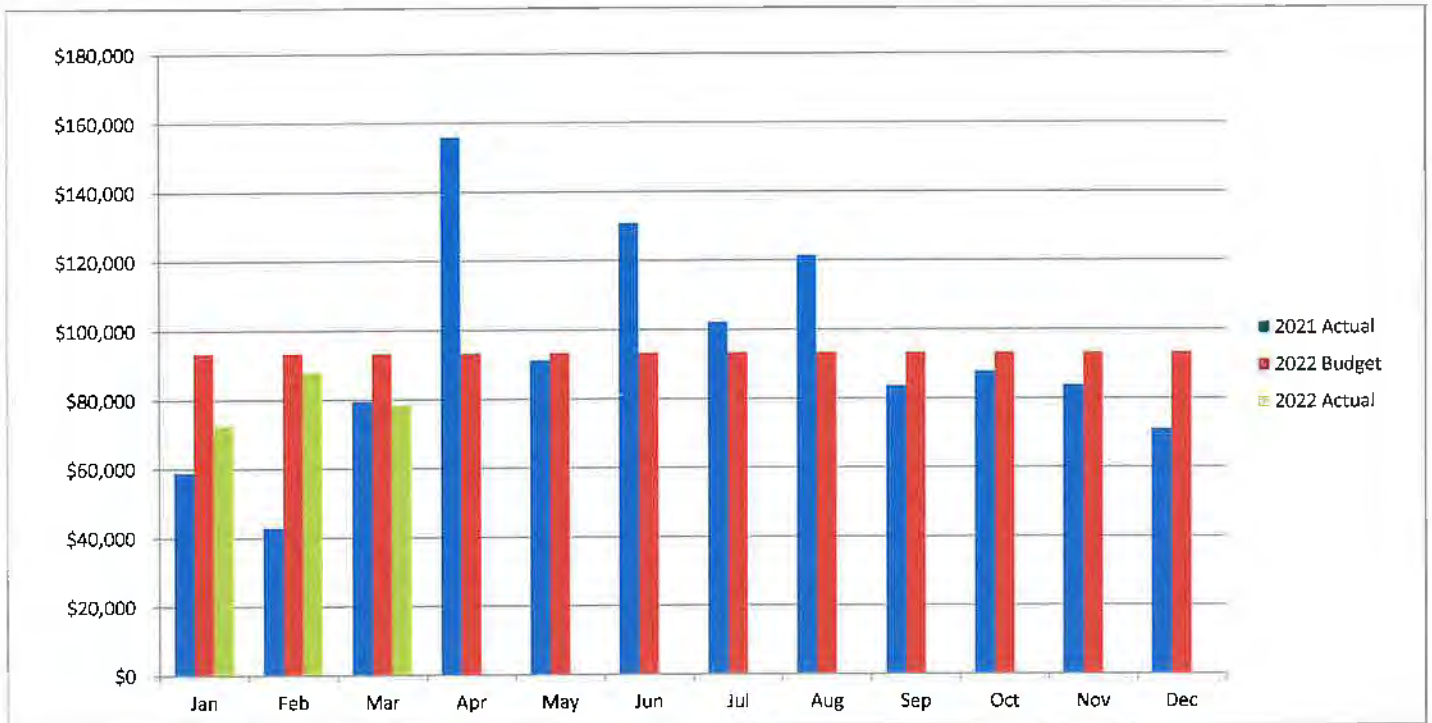
## Hotel Tax



<u>Month Received</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Cumulative Variance 2022 Actual vs. Budget</u>
Jan	\$ 26,728	\$ 58,333	\$ 104,998	\$ 46,665
Feb	33,429	58,333	62,771	51,102
Mar	32,353	58,333	63,764	56,533
Apr	51,759	58,333		
May	41,456	58,333		
Jun	60,723	58,333		
Jul	93,149	58,333		
Aug	115,304	58,333		
Sep	140,288	58,333		
Oct	97,794	58,333		
Nov	121,776	58,333		
Dec	87,879	58,333		
<b>YTD Totals</b>	<b>\$ 902,638</b>	<b>\$ 700,000</b>	<b>\$ 231,533</b>	

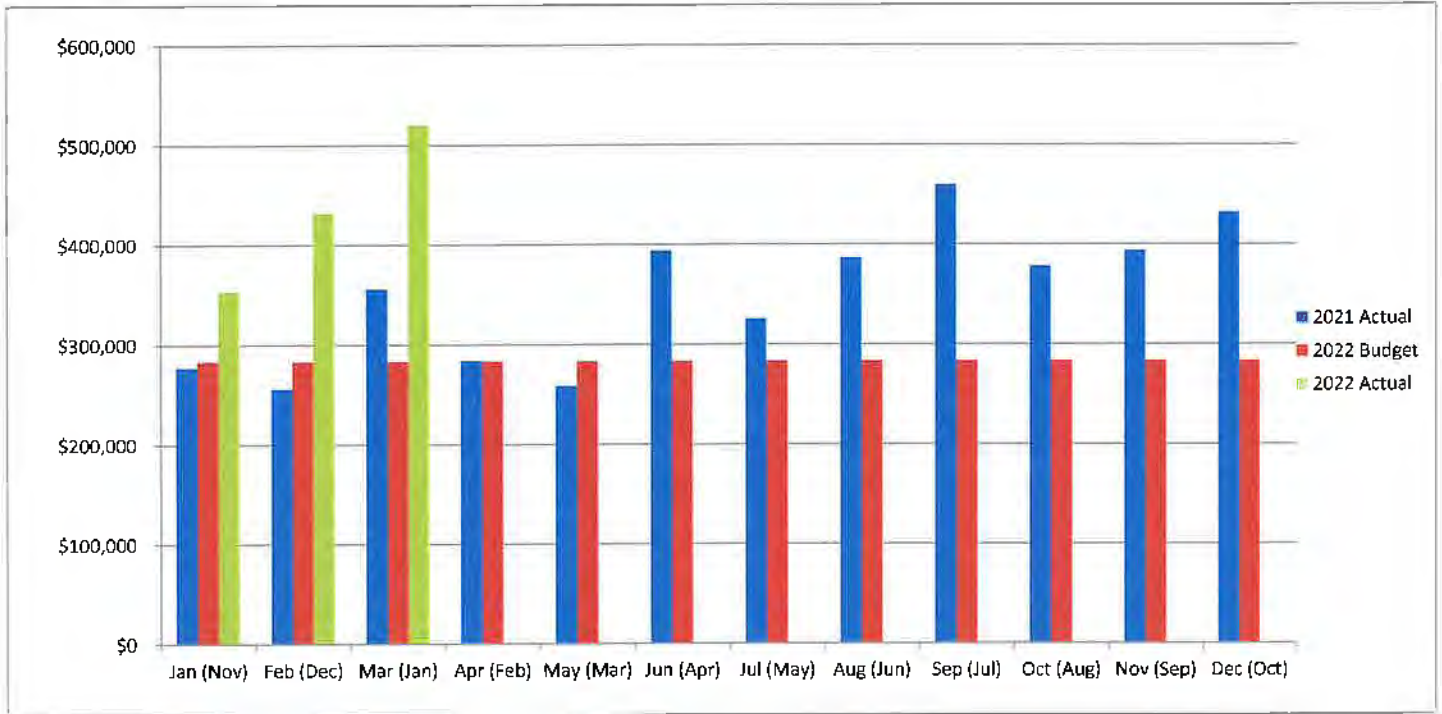


## Real Estate Transfer Tax



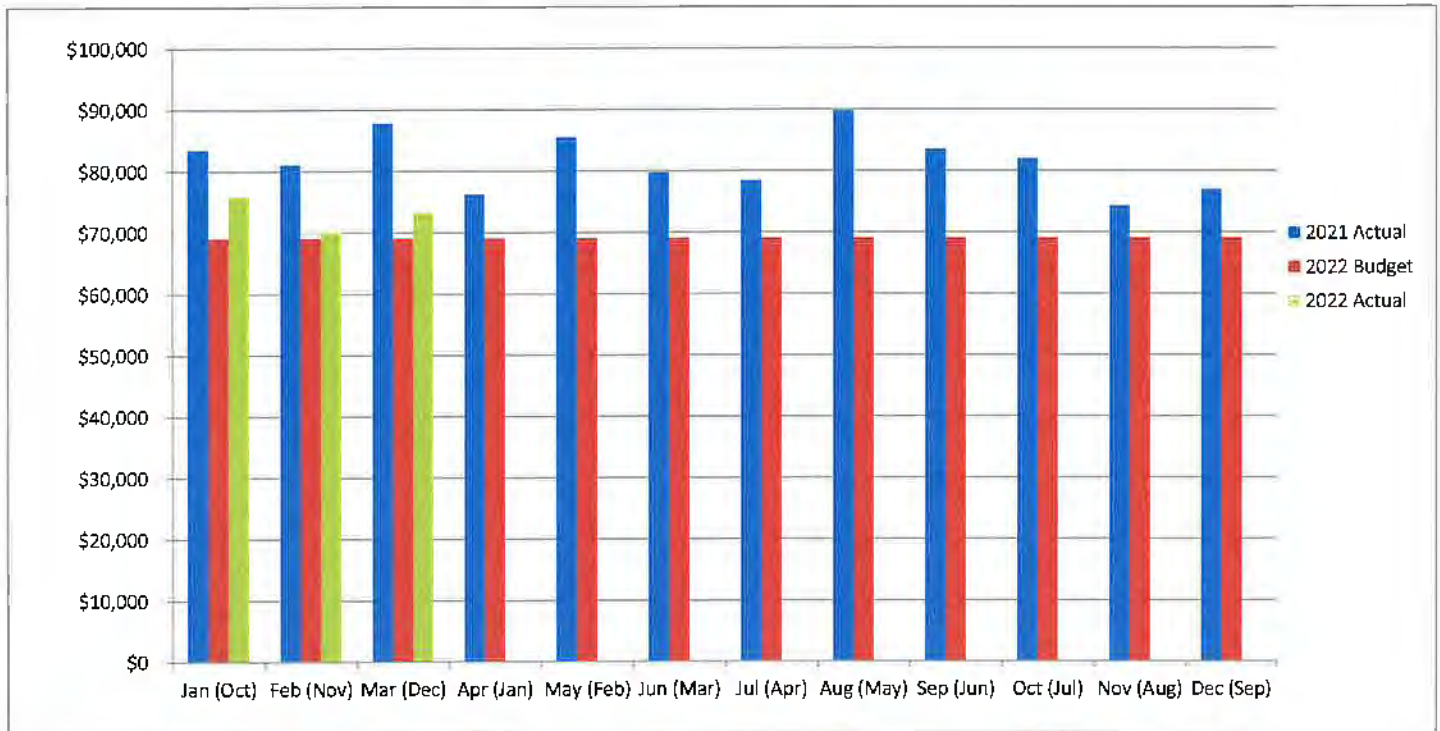
<u>Month Received</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Cumulative Variance 2022 Actual vs. Budget</u>
Jan	\$ 58,874	\$ 93,333	\$ 72,308	\$ (21,025)
Feb	42,869	93,333	87,858	(26,501)
Mar	79,495	93,333	78,370	(41,464)
Apr	155,943	93,333		
May	91,208	93,333		
Jun	130,918	93,333		
Jul	102,084	93,333		
Aug	121,433	93,333		
Sep	83,592	93,333		
Oct	87,820	93,333		
Nov	83,818	93,333		
Dec	71,060	93,333		
<b>YTD Totals</b>	<u>\$ 1,109,114</u>	<u>\$ 1,120,000</u>	<u>\$ 238,536</u>	

## Home Rule Sales Tax



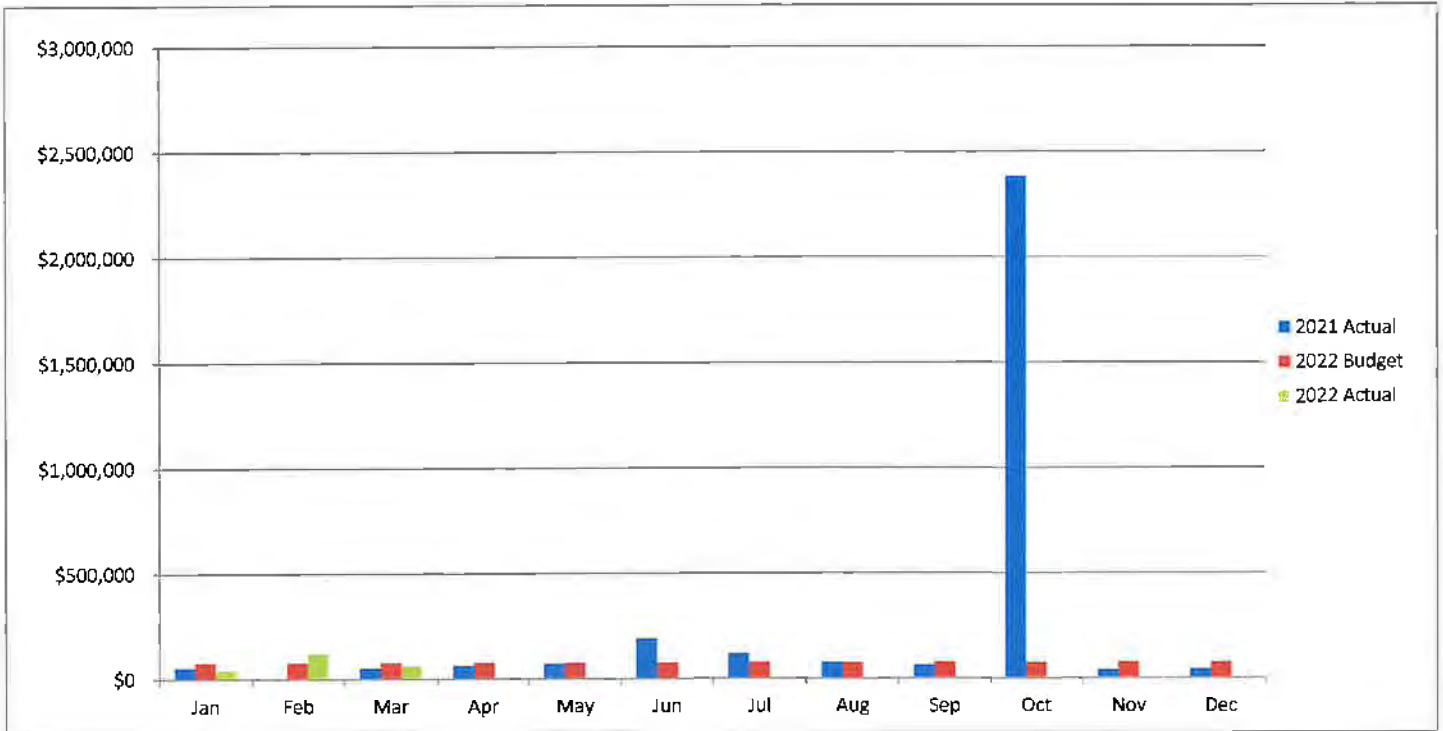
<u>Month Received (Liability Period)</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Cumulative Variance 2022 Actual vs. Budget</u>
Jan (Nov)	\$ 277,151	\$ 283,333	\$ 353,582	\$ 70,249
Feb (Dec)	255,823	283,333	432,182	219,097
Mar (Jan)	356,150	283,333	520,276	456,040
Apr (Feb)	283,885	283,333		
May (Mar)	258,679	283,333		
Jun (Apr)	393,672	283,333		
Jul (May)	325,491	283,333		
Aug (Jun)	386,591	283,333		
Sep (Jul)	459,956	283,333		
Oct (Aug)	378,438	283,333		
Nov (Sep)	393,756	283,333		
Dec (Oct)	432,164	283,333		
<b>YTD Totals</b>	<b>\$ 4,201,755</b>	<b>\$ 3,400,000</b>	<b>\$ 1,306,040</b>	

## Telecommunications Tax



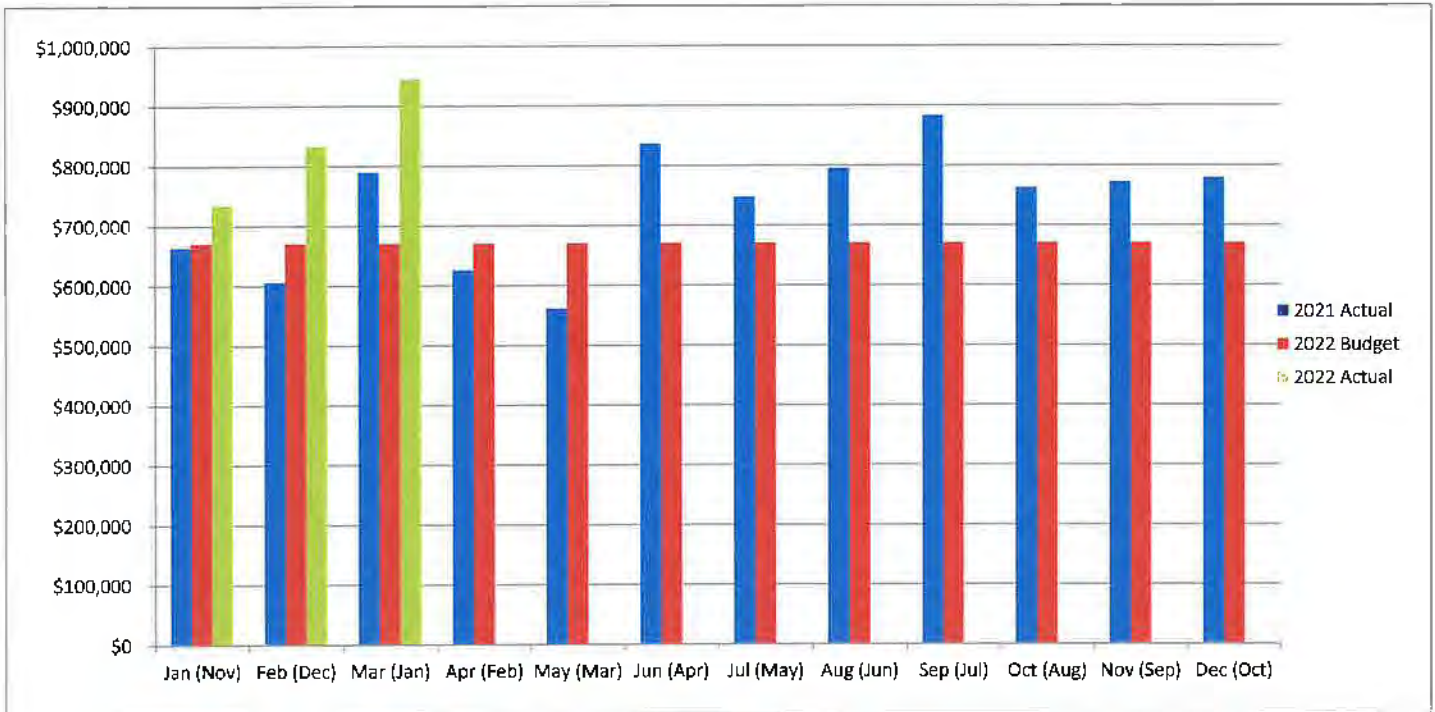
<u>Month Received (Liability Period)</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<b>Cumulative Variance 2022 Actual vs. Budget</b>
Jan (Oct)	\$ 83,469	\$ 69,063	\$ 75,843	\$ 6,781
Feb (Nov)	81,074	69,063	70,137	7,855
Mar (Dec)	87,837	69,063	73,177	11,970
Apr (Jan)	76,255	69,063		
May (Feb)	85,550	69,063		
Jun (Mar)	79,812	69,063		
Jul (Apr)	78,425	69,063		
Aug (May)	89,827	69,063		
Sep (Jun)	83,494	69,063		
Oct (Jul)	81,979	69,063		
Nov (Aug)	74,255	69,063		
Dec (Sep)	76,904	69,063		
<b>YTD Totals</b>	<b>\$ 978,880</b>	<b>\$ 828,750</b>	<b>\$ 219,157</b>	

## Building Permits



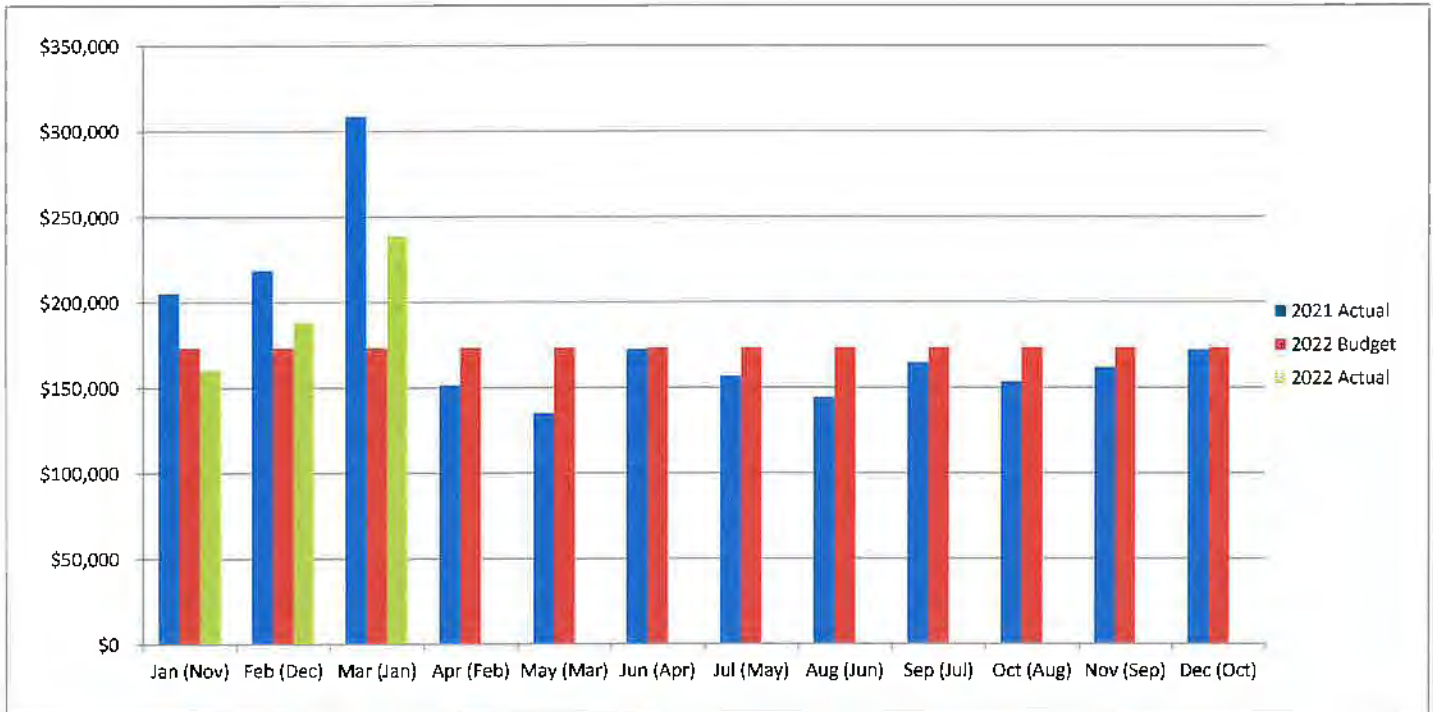
<u>Month Received</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Cumulative Variance 2022 Actual vs. Budget</u>
Jan	\$ 51,733	\$ 75,000	\$ 39,197	\$ (35,803)
Feb	3,842	75,000	117,640	6,837
Mar	50,114	75,000	60,345	(7,818)
Apr	61,384	75,000		
May	69,400	75,000		
Jun	187,474	75,000		
Jul	116,332	75,000		
Aug	75,393	75,000		
Sep	61,073	75,000		
Oct	2,381,339	75,000		
Nov	38,116	75,000		
Dec	43,724	75,000		
<b>YTD Totals</b>	<b>\$ 3,139,925</b>	<b>\$ 900,000</b>	<b>\$ 217,182</b>	

## State Sales Tax



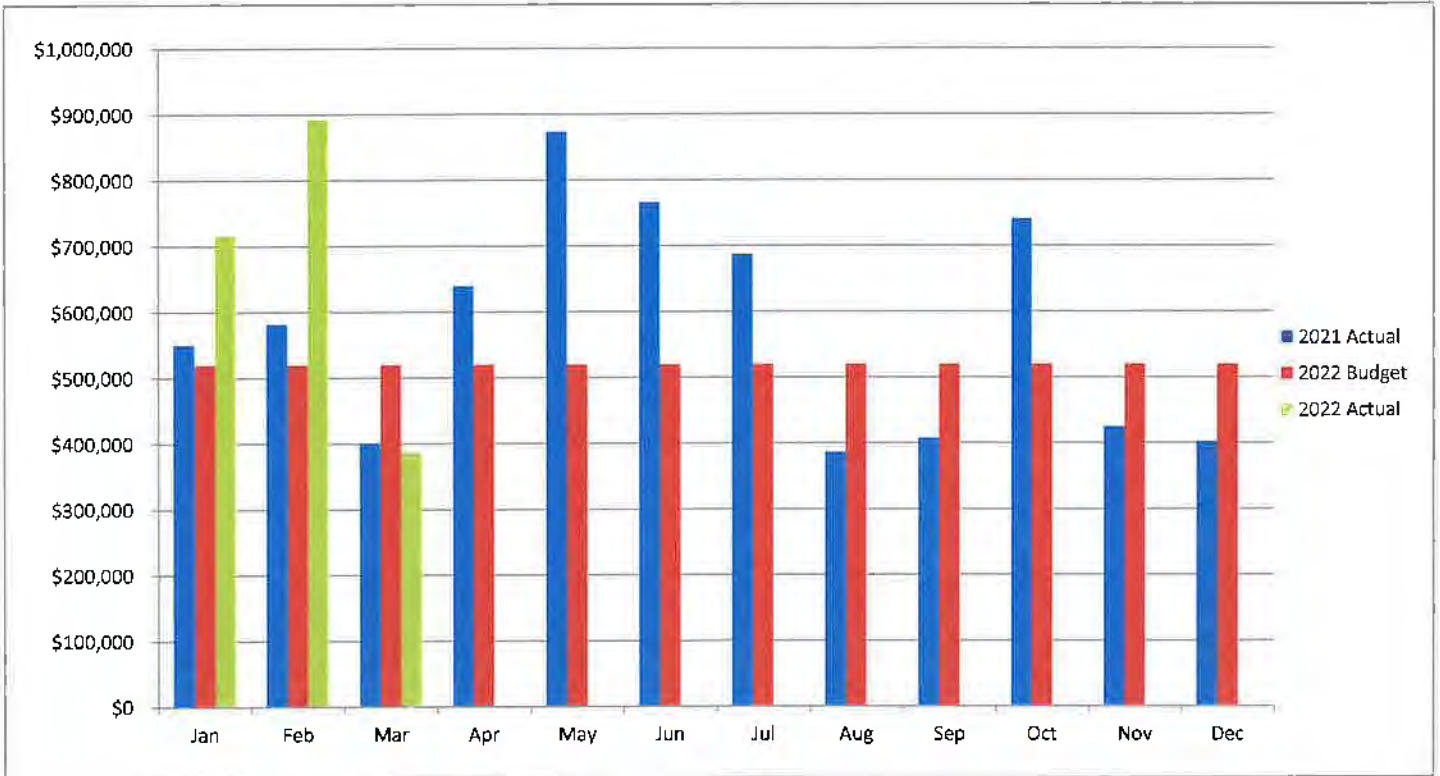
<b>Month Received (Liability Period)</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Actual</b>	<b>Cumulative Variance 2022 Actual vs. Budget</b>
Jan (Nov)	\$ 664,123	\$ 670,833	\$ 734,819	\$ 63,986
Feb (Dec)	606,338	670,833	833,416	226,568
Mar (Jan)	789,650	670,833	945,498	501,233
Apr (Feb)	625,960	670,833		
May (Mar)	561,998	670,833		
Jun (Apr)	836,399	670,833		
Jul (May)	747,727	670,833		
Aug (Jun)	795,690	670,833		
Sep (Jul)	882,995	670,833		
Oct (Aug)	762,898	670,833		
Nov (Sep)	772,275	670,833		
Dec (Oct)	779,126	670,833		
<b>YTD Totals</b>	<b>\$ 8,825,176</b>	<b>\$ 8,050,000</b>	<b>\$ 2,513,733</b>	

## Local Use Tax



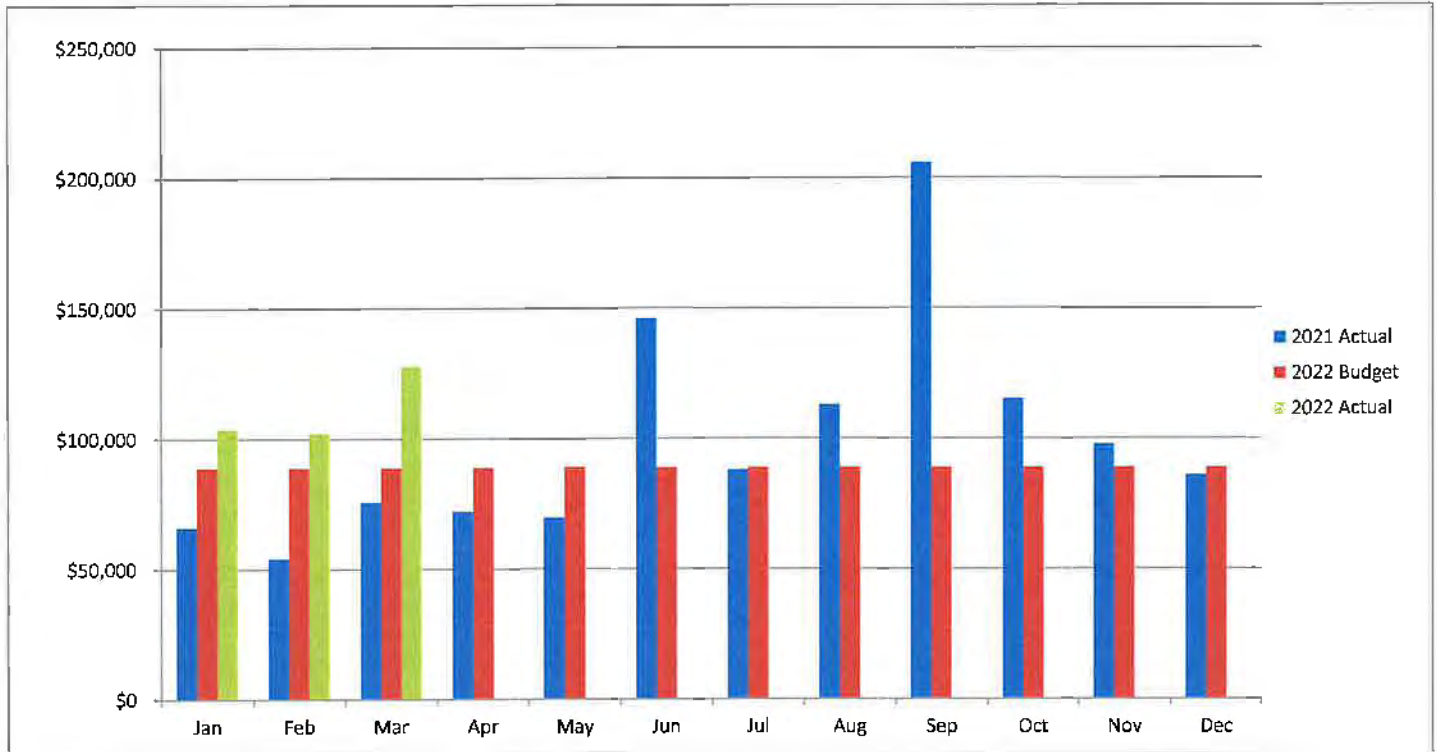
<b>Month Received (Liability Period)</b>	<b>2021 Actual</b>	<b>2022 Budget</b>	<b>2022 Actual</b>	<b>Cumulative Variance 2022 Actual vs. Budget</b>
Jan (Nov)	\$ 205,303	\$ 173,333	\$ 160,453	\$ (12,880)
Feb (Dec)	218,776	173,333	188,500	2,286
Mar (Jan)	308,720	173,333	238,933	67,886
Apr (Feb)	151,360	173,333		
May (Mar)	134,964	173,333		
Jun (Apr)	172,542	173,333		
Jul (May)	156,763	173,333		
Aug (Jun)	144,290	173,333		
Sep (Jul)	164,455	173,333		
Oct (Aug)	153,153	173,333		
Nov (Sep)	161,665	173,333		
Dec (Oct)	172,088	173,333		
<b>YTD Totals</b>	<b>\$ 2,144,076</b>	<b>\$ 2,080,000</b>	<b>\$ 587,886</b>	

## Income Tax



2020-2021			2021-2022			Cumulative Variance 2022 Actual vs. Budget	
Month Received	Liab Pd	2021 Actual	Month Received	2022 Budget	Liab Pd		2022 Actual
Jan	Dec-20	\$ 550,235	Jan	\$ 520,000	Dec-21	\$ 715,733	\$ 195,733
Feb	Jan-21	581,723	Feb	520,000	Jan-22	892,453	568,186
Mar	Feb-21	400,920	Mar	520,000	Feb-22	386,827	435,013
Apr	Mar-21	639,264	Apr	520,000	Mar-22		
May	Apr-21	873,242	May	520,000	Apr-22		
Jun	May-21	766,180	Jun	520,000	May-22		
Jul	Jun-21	687,333	Jul	520,000	Jun-22		
Aug	Jul-21	385,948	Aug	520,000	Jul-22		
Sep	Aug-21	407,582	Sep	520,000	Aug-22		
Oct	Sep-21	740,673	Oct	520,000	Sep-22		
Nov	Oct-21	424,595	Nov	520,000	Oct-22		
Dec	Nov-21	401,997	Dec	520,000	Nov-22		
<b>YTD Totals</b>		<b><u>\$ 6,859,692</u></b>		<b><u>\$ 6,240,000</u></b>		<b><u>\$ 1,995,013</u></b>	

## Fines

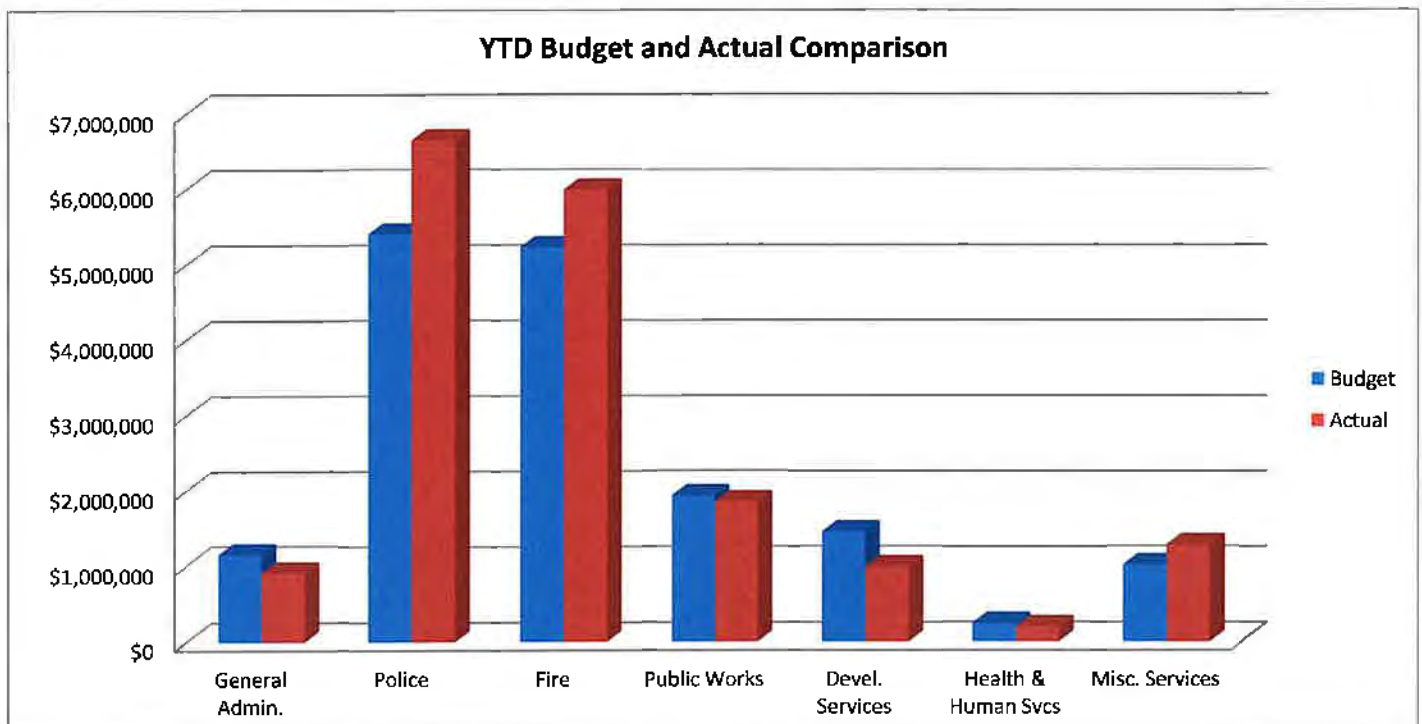


<u>Month Received</u>	<u>2021 Actual</u>	<u>2022 Budget</u>	<u>2022 Actual</u>	<u>Cumulative Variance 2022 Actual vs. Budget</u>
Jan	\$ 66,011	\$ 88,833	\$ 103,766	\$ 14,933
Feb	54,027	88,833	102,169	28,268
Mar	75,644	88,833	127,761	67,196
Apr	72,130	88,833		
May	69,575	88,833		
Jun	146,084	88,833		
Jul	88,057	88,833		
Aug	112,832	88,833		
Sep	205,698	88,833		
Oct	115,289	88,833		
Nov	97,807	88,833		
Dec	85,867	88,833		
<b>YTD Totals</b>	<b>\$ 1,189,021</b>	<b>\$ 1,066,000</b>	<b>\$ 333,696</b>	



**Expenditures:** General Fund expenditures in March were \$2,546,517 above the budgeted figure of \$5,461,516. The summary of year-to-date actuals versus budgeted expenditures shown below reflect mostly positive variances for the Village departments for the year. Communications is over budget because of the annual postage expense for the Village's Citizen Newsletter. Emergency Operations is over budget due to the maintenance expense for the tornado sirens. Police and Fire are over budget due to their pension contribution expenses, which are directly tied to the Village's receipt of property taxes. When property taxes are received, the pension contribution expense (transfer of property tax revenue to the Pension Funds) occurs. Miscellaneous is over budget to the transfer for the Fire truck purchase.

EXPENDITURES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 105,940	\$ 67,550	36.2%
Administration	248,563	152,269	38.7%
Legal	136,423	85,483	37.3%
Finance	319,075	269,159	15.6%
Village Clerk	61,453	52,516	14.5%
HRM	158,623	120,452	24.1%
Communications	97,715	121,247	-24.1%
Emergency Operations	21,553	41,864	-94.2%
Police	5,402,048	6,645,051	-23.0%
Fire	5,229,328	5,990,479	-14.6%
Public Works	1,928,493	1,848,496	4.1%
Development Services	1,448,425	988,690	31.7%
H&HS	243,440	198,105	18.6%
Miscellaneous	1,014,566	1,275,958	-25.8%
<b>TOTAL</b>	<b>\$ 16,415,641</b>	<b>\$ 17,857,317</b>	<b>-8.8%</b>



## Department News

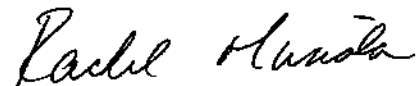
During the month of March, Finance staff attended the following training sessions:

- Attended eight hours of Pension Trustee required annual training (Finance Director).
- Attended the "Special Recognition in Budget Presentation: Goals & Strategies" webinar offered by GFOA (Assistant Finance Director).
- Attended the "Tracking Data and Reporting Spend for Minority Contracting" webinar offered by IGFOA (various finance staff).

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

- Attended various IGFOA Professional Education Committee meetings to plan for training in the future, including the upcoming state conference (Finance Director).
- Attended the HELP (High-Level Excess Liability Pool) Board meeting (Finance Director).
- Attended special Police Pension Board meeting (Finance Director and Treasurer).
- Attended IPBC Finance Committee monthly meeting (Finance Director).
- Audit fieldwork continued and the external auditors worked both in-office and remotely reviewing all of the financial activity for FY2021.

Respectfully Submitted,



Rachel Musiala

**MONTHLY REPORT STATISTICS**

**March-22**

	Mar-22	YTD Mar-22	Mar-21	YTD Mar-21	% Inc / Dec	
					Month	Year
<b>Credit Card Transactions</b>						
Finance and Code Front Counter						
Number	252	690	300	704	-16.0%	-2.0%
Amount	\$ 39,335	89,154	\$ 104,018	160,753	-62.2%	-44.5%
Internet Sales						
Number	2,689	8,004	2,576	7,471	4.4%	7.1%
Amount	\$ 388,631	1,090,794	\$ 310,512	929,624	25.2%	17.3%
Total						
Number	2,941	8,694	2,876	8,175	2.3%	6.3%
Amount	\$ 427,966	1,179,948	\$ 414,529	\$ 1,090,377	3.2%	8.2%
Credit Card Company Fees						
General Fund	\$ 72	145	\$ 37	110	95.9%	32.0%
Water Fund	5,408	15,600	4,428	12,732	22.1%	22.5%
Total Fees	\$ 5,480	\$ 15,745	\$ 4,465	\$ 12,842	22.7%	22.6%
<b>Accounts Receivable</b>						
Invoices Mailed						
Number	44	140	39	109	12.8%	28.4%
Amount	\$ 266,562	474,787	\$ 71,851	272,437	271.0%	74.3%
Invoices Paid						
Number	62	174	48	161	29.2%	8.1%
Amount	\$ 91,458	276,412	\$ 142,961	356,721	-36.0%	-22.5%
Reminders Sent						
Number	16	57	16	52	0.0%	9.6%
Amount	\$ 4,316	17,011	\$ 8,545	49,193	-49.5%	-65.4%
<b>Accounts Payable</b>						
Checks Issued						
Number	289	894	284	860	1.8%	4.0%
Amount	\$ 1,462,254	4,800,578	\$ 1,598,854	4,090,973	-8.5%	17.3%
Manual Checks Issued						
Number	12	49	15	39	-20.0%	25.6%
As % of Total Checks	4.15%	5.48%	5.28%	4.53%	-21.4%	20.9%
Amount	\$ 29,723	1,193,672	\$ 31,920	84,700	-6.9%	1309.3%
As % of Total Checks	2.03%	24.87%	2.00%	2.07%	1.8%	1101.0%
<b>Utility Billing</b>						
New Utility Accounts	109	243	81	216	34.6%	12.5%
Bills Mailed / Active Accounts	15,726	47,166	15,715	47,148	0.1%	0.0%
Final Bills Mailed	143	315	109	244	31.2%	29.1%
Shut-Off Notices	928	2,637	933	2,853	-0.5%	-7.6%
Actual Shut-Offs	23	71	-	-	N/A	N/A
Total Billings	\$ 1,788,945	5,656,160	\$ 1,781,425	5,415,360	0.4%	4.4%
Direct Debit (ACH) Program						
New Accounts	38	163	73	215	-47.9%	-24.2%
Total Accounts	5,454	16,219	4,954	14,716	10.1%	10.2%
As % of Active Accounts	34.68%	34.39%	31.52%	31.21%	3.2%	10.2%
Water Payments Received in Current Month						
Total Bills Mailed	15,726	47,166	15,715	47,148	0.1%	0.0%
ACH Payments	5,454	16,219	4,954	14,716	10.1%	10.2%
ACH Payments-% of Total Bills	34.68%	34.39%	31.52%	31.21%	10.0%	10.2%
On-line Payments (Internet Sales)	2,098	5,926	1,991	5,811	5.4%	2.0%
On-line Payments-% of Total Bills	13.34%	12.56%	12.67%	12.33%	5.3%	1.9%
Over-the-phone Payments	460	1,376	512	1,436	-10.2%	-4.2%
Over-the-phone Payments-% of Total Bills	2.93%	2.92%	3.26%	3.05%	-10.2%	-4.2%
Mail-in Payments	7,479	22,770	8,208	24,313	-8.9%	-6.3%
Mail-in Payments-% of Total Bills	47.56%	48.28%	52.23%	51.57%	-8.9%	-6.4%

**WATER BILLING ANALYSIS**  
**March 31, 2022**

**Residential Billings**  
**Average Monthly Consumption/Customer**

<u>Month Billed</u>	<u>2019-2020</u>	<u>2020-2021</u>	<u>2021-2022</u>
March	3,916	4,020	4,208
April	4,227	4,423	4,254
May	4,051	4,504	4,317
June	4,326	5,114	5,135
July	4,395	5,545	5,707
August	5,438	5,718	5,630
September	4,952	6,155	5,055
October	4,157	4,777	4,943
November	4,087	4,298	4,158
December	4,096	4,191	4,173
January	4,342	4,399	4,344
February	4,234	4,540	4,599
March	4,020	4,208	3,945
13 Month Average -	4,326	4,761	4,651
% Change -	-1.5%	10.0%	-2.3%

**Total Water Customers**

**Average Bill**

<u>Customer Type</u>	<u>Customer Type</u>			<u>Customer Type</u>	<u>Customer Type</u>		
	<u>Mar-21</u>	<u>Mar-22</u>	<u>% Change</u>		<u>Mar-21</u>	<u>Mar-22</u>	<u>% Change</u>
Residential	14,817	14,830	0.1%	Residential	\$ 61.33	\$ 59.83	-2.4%
Commercial	898	896	-0.2%				
<b>Total</b>	<b>15,715</b>	<b>15,726</b>	<b>0.1%</b>				

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

	<u>Month-To-Date</u>				<u>Year-To-Date</u>		
	<u>Mar-21</u>	<u>Mar-22</u>	<u>% Change</u>		<u>Mar-21</u>	<u>Mar-22</u>	<u>% Change</u>
Residential	62	59	-4.8%	Residential	194	191	-1.5%
Commercial	34	34	0.0%	Commercial	100	109	9.0%
	96	93	-3.1%		294	300	2.0%

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of March 31, 2022**

<b>Fund</b>	<b>Investment Date</b>	<b>Maturity Date</b>	<b>Book Value</b>	<b>Market Value</b>	<b>Maturity Value</b>	<b>Rate of Interest</b>
<b><u>General Fund</u></b>						
Illinois Funds - General	09/30/86		10,751,107.41			0.275
Illinois Funds - Veterans Memorial	05/01/92		314.20			0.275
Treasury Bills/Municipal Bonds	08/09/21		10,194,377.74			0.916
PMA iPrime	11/07/08		5,860,515.76			0.918
CD with PMA	08/22/13		998,500.00	10,709,137.74	10,920,866.81	0.916
			<u>27,804,815.11</u>			
<b><u>Motor Fuel Tax</u></b>						
Illinois Funds	09/30/86		417,472.21			0.275
<b><u>Asset Seizure - State</u></b>						
Illinois Funds	11/30/98		56,023.46			0.275
<b><u>Asset Seizure - BATTLE</u></b>						
Illinois Funds	07/10/08		908.50			0.275
<b><u>Municipal Waste System</u></b>						
Illinois Funds	08/31/98		7,981.72			0.275
<b><u>2015A &amp; 2015C G.O.D. S.</u></b>						
PMA iPrime	08/01/21		2,108,373.39			0.916
<b><u>Central Road Corridor Improv.</u></b>						
Illinois Funds	12/15/88		9,812.72			0.275
PMA iPrime	11/07/08		3,781.26			0.916
			<u>13,593.98</u>			
<b><u>Hoffman Blvd Bridge Maintenance</u></b>						
Illinois Funds	07/01/98		11,265.79			0.275
<b><u>Western Corridor</u></b>						
Illinois Funds	06/30/01		38,614.92			0.275
Treasury Bills	08/09/21		3,140,627.13	3,047,832.96	3,133,400.00	0.916
			<u>3,187,789.13</u>			
<b><u>Prairie Stone Capital</u></b>						
Illinois Funds	08/22/91		624,988.73			0.275
PMA iPrime	02/10/11		91,580.20			-
			<u>716,568.93</u>			

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of March 31, 2022**

<b>Fund</b>	<b>Investment Date</b>	<b>Maturity Date</b>	<b>Book Value</b>	<b>Market Value</b>	<b>Maturity Value</b>	<b>Rate of Interest</b>
<b><u>Road Improvement</u></b>						
Illinois Funds	01/01/15		2,312,775.43			
Treasury Bills	08/09/21		<u>740,377.17</u>	720,846.38	778,800.00	0.916
			4,195,203.43			
<b><u>Capital Improvements</u></b>						
Illinois Funds	12/31/96		26,271.56			0.275
<b><u>Capital Vehicle &amp; Equipment</u></b>						
Illinois Funds	12/31/96		23,481.33			0.275
PMA iPrime	01/07/09		<u>61,291.14</u>			0.916
			84,772.47			
<b><u>Capital Replacement</u></b>						
Illinois Funds	02/01/98		5,005,640.90			0.275
PMA iPrime	11/07/08		<u>29,905.40</u>	237,511.64	249,000.00	0.916
			5,284,546.30			
<b><u>Water and Sewer</u></b>						
Illinois Funds	09/30/86		10,262.64			0.275
Treasury Bills	08/09/21		740,377.17	720,846.38	778,800.00	0.916
PMA iPrime	11/07/08		12,959.32			0.916
Chase Money Market	03/06/18		<u>9,496,206.02</u>			0.050
			10,259,805.15			
<b><u>Water and Sewer-2017 Bond Projects</u></b>						
PMA iPrime	09/13/17		2,171,103.46			0.916
<b><u>Water and Sewer-2019 Bond Projects</u></b>						
PMA iPrime	09/13/17		538,002.79			0.916
<b><u>Now Arena Operating</u></b>						
Illinois Funds			29.05			
PMA iPrime			<u>1,910,735.70</u>			
			3,160,816.84			
<b><u>Now Arena</u></b>						
H.E. Community Bank-MaxSafe			941,215.14			
<b><u>Insurance</u></b>						
Illinois Funds	11/10/87		16,462.87			0.275
Treasury Bills	08/09/21		<u>1,241,197.38</u>	1,454,279.65	1,466,000.00	0.916
			1,516,885.27			

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of March 31, 2022**

Fund	Investment Date	Maturity Date	Book Value	Market Value	Maturity Value	Rate of Interest
<b><u>Information Systems</u></b>						
Illinois Funds	02/01/98		81,212.54			0.275
Municipal Bonds	08/09/21		361,960.20	347,842.80	345,000.00	0.916
			<u>447,906.53</u>			
<b><u>Roselle Road TIF</u></b>						
Illinois Funds	09/30/03		7,625.31			0.275
Chase Money Market			1,000,369.14			0.050
PMA iPrime	11/07/08		115,028.80			0.916
			<u>1,123,023.25</u>			
<b><u>Barr./Higgins TIF</u></b>						
Illinois Funds	08/26/91		119,203.99			0.275
Chase Money Market			200,073.85			0.050
			<u>319,277.84</u>			
<b><u>2019 Captial Project Fund</u></b>						
PMA iPrime	09/13/17		10,597.83			0.916
<b>Total Investments</b>			<u>\$ 64,404,220.08</u>			
<b>Total Invested Per Institution</b>				<b><u>Percent Invested</u></b>		
Illinois Funds			19,521,455.28	30.31		
Chase Money Market			13,086,804.90	20.32		
CD with PMA			1,497,604.26	2.33		
HE Community Bank-MaxSafe			941,215.14	1.46		
Treasury Bills/Municipal Bonds			16,418,916.79	25.49		
ISC at PMA			12,938,223.71	20.09		
			<u>\$64,404,220.08</u>	100.00		
<b>Total Invested Per Institution Excluding all Agency and EDA Funds</b>				<b><u>Percent Invested</u></b>		
Illinois Funds			18,896,466.55	29.67		
Treasury Bills/Municipal Bonds			16,418,916.79	25.78		
HE Community Bank-MaxSafe			941,215.14	1.48		
Chase Money Market			13,086,804.90	20.55		
CD with PMA			1,497,604.26	2.35		
ISC at PMA			12,846,643.51	20.17		
			<u>\$63,687,651.15</u>	100.00		
<b>Total Invested Per Fund</b>						
Total Investments - Operating Funds				\$46,056,131.02		
Total Investments - Debt Service Funds				2,108,373.39		
Total Investments - Capital Projects Funds				\$16,239,715.67		
Total Investments - All Funds				<u>\$64,404,220.08</u>		

**PMA CERTIFICATE OF DEPOSITS**

**March 31, 2022**

	Settlement	Maturity	Cost	Interest Rate
<b>GENERAL FUND</b>				
Servifirst Bank, FL	04/29/21	04/29/22	249,600	0.160%
Royal Business Bank, CA	04/29/21	04/29/22	249,800	0.072%
CIBC Bank USA/Private Bank, MI	04/29/21	04/29/22	249,800	0.062%
Western Alliance Bank/Torrey Pines Bank, CA	04/29/21	04/29/22	249,300	0.254%
US Treasury N/B (48768)	08/10/21	08/15/22	1,339,011	1.625%
US Treasury N/B (48852)	08/24/21	08/31/23	1,886,987	1.375%
Oregon St MUNI Bond	08/11/21	08/01/24	1,747,180	0.638%
US Treasury N/B (48772)	08/10/21	02/15/25	2,229,177	2.000%
US Treasury N/B (48771)	08/10/21	08/15/25	2,229,210	2.000%
US Treasury N/B (50976)	02/24/22	02/28/26	762,813	0.500%
<b>GENERAL FUND TOTALS:</b>			\$ <b>11,192,878</b>	
<b>WESTERN CORRIDOR FUND</b>				
US Treasury N/B (48768)	08/10/21	08/15/22	892,674	1.625%
US Treasury N/B (48770)	08/10/21	02/15/24	2,247,953	0.125%
<b>WESTERN CORRIDOR TOTALS:</b>			\$ <b>3,140,627</b>	
<b>ROAD IMPROVEMENT FUND</b>				
US Treasury N/B (50976)	02/24/22	02/28/26	740,377	0.500%
<b>ROAD IMPROVEMENT TOTALS:</b>			\$ <b>740,377</b>	
<b>CAPTIAL REPLACEMENT FUND</b>				
Hanmi Bank	08/17/21	08/19/24	249,000	0.300%
<b>CAPTIAL REPLACEMENT TOTALS:</b>			\$ <b>249,000</b>	
<b>WATER &amp; SEWER FUND</b>				
US Treasury N/B (50976)	02/24/22	02/28/26	740,377	0.500%
<b>WATER &amp; SEWER TOTALS:</b>			\$ <b>740,377</b>	
<b>INSURANCE FUND</b>				
US Treasury N/B (48769)	08/10/21	02/15/23	1,241,197	1.375%
BMW Bank North America	08/13/21	08/13/24	250,104	0.600%
<b>INSURANCE TOTALS</b>			\$ <b>1,491,302</b>	
<b>INFORMATION SYSTEM FUND</b>				
St Helena USD-A2-TXBL MUNI Bond	08/12/21	08/01/23	361,960	2.744%
<b>INFORMATION SYSTEM TOTALS:</b>			\$ <b>361,960</b>	
			<b>TOTAL: \$</b>	
			<b>17,916,521</b>	



**OPERATING REPORT SUMMARY**

**REVENUES**

**March 31, 2022**

	<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>			
<b>General Fund</b>							
Property Taxes	4,500,000	4,632,482	6,100,000	6,360,473	15,154,510	42.0%	
Hotel Tax	58,333	63,764	175,000	231,533	700,000	33.1%	
Real Estate Transfer Tax	93,333	78,370	280,000	238,535	1,120,000	21.3%	
Home Rule Sales Tax	283,333	520,276	850,000	1,306,039	3,400,000	38.4%	
Telecommunications Tax	69,063	73,177	207,188	219,157	828,750	26.4%	
Property Tax - Fire	1,000,000	1,707,336	1,650,000	2,457,603	4,450,250	55.1%	
Property Tax - Police	1,100,000	2,270,979	1,900,000	3,124,608	5,969,490	52.3%	
Other Taxes	82,715	66,495	248,145	201,016	992,580	20.3%	
<b>Total Taxes</b>	<b>7,186,778</b>	<b>9,492,878</b>	<b>11,410,333</b>	<b>14,138,963</b>	<b>32,624,580</b>	<b>43.3%</b>	
Business Licenses	25,000	38,799	25,000	42,781	380,000	11.3%	
Liquor Licenses	10,000	16,352	10,000	18,382	275,000	6.7%	
Building Permits	75,000	60,345	225,000	217,182	900,000	24.1%	
Other Licenses & Permits	725	132	2,175	425	8,700	4.9%	
<b>Total Licenses &amp; Permits</b>	<b>110,725</b>	<b>115,628</b>	<b>262,175</b>	<b>278,770</b>	<b>1,563,700</b>	<b>17.8%</b>	
Sales Tax	670,833	945,498	2,012,500	2,513,732	8,050,000	31.2%	
Local Use Tax	173,333	238,933	520,000	587,885	2,080,000	28.3%	
State Income Tax	520,000	386,827	1,560,000	1,995,012	6,240,000	32.0%	
Replacement Tax	29,317	130,367	87,950	228,158	351,800	64.9%	
Other Intergovernmental	282,141	152,145	846,423	230,825	3,385,690	6.8%	
<b>Total Intergovernmental</b>	<b>1,675,624</b>	<b>1,853,769</b>	<b>5,026,873</b>	<b>5,555,612</b>	<b>20,107,490</b>	<b>27.6%</b>	
Engineering Fees	25,000	5,000	75,000	19,000	300,000	6.3%	
Ambulance Fees	116,667	179,330	350,000	427,651	1,400,000	30.5%	
GEMT Income	66,667	450,005	200,000	1,002,400	800,000	125.3%	
Police Hireback	31,250	49,195	93,750	138,357	375,000	36.9%	
Lease Payments	47,808	49,186	143,423	214,631	573,690	37.4%	
Cable TV Fees	-	-	182,500	174,766	712,000	24.5%	
4th of July Proceeds	3,000	3,000	3,000	3,000	87,750	3.4%	
Employee Payments	141,667	141,163	425,000	407,804	1,700,000	24.0%	
Hireback - Arena	8,813	9,638	26,438	32,035	105,750	30.3%	
Rental Inspection Fees	5,000	7,175	215,000	176,319	275,000	64.1%	
Other Charges for Services	81,375	93,977	244,125	269,882	976,500	27.6%	
<b>Total Charges for Services</b>	<b>527,245</b>	<b>987,670</b>	<b>1,958,235</b>	<b>2,865,846</b>	<b>7,305,690</b>	<b>39.2%</b>	
Court Fines-County	10,000	5,237	30,000	22,486	120,000	18.7%	
Ticket Fines-Village	16,667	35,836	50,000	68,149	200,000	34.1%	
Overweight Truck Fines	500	690	1,500	1,790	6,000	29.8%	
Red Light Camera Revenue	55,833	85,274	167,500	236,738	670,000	35.3%	
Local Debt Recovery	5,833	724	17,500	4,532	70,000	6.5%	
<b>Total Fines &amp; Forfeits</b>	<b>88,833</b>	<b>127,761</b>	<b>266,500</b>	<b>333,695</b>	<b>1,066,000</b>	<b>31.3%</b>	
Total Investment Earnings	1,667	16,818	5,000	35,862	20,000	179.3%	
Reimburse/Recoveries	12,500	5,228	37,500	33,927	150,000	22.6%	
S.Barrington Fuel Reimbursement	2,500	3,291	7,500	9,309	30,000	31.0%	
Shaumburg Twn Fuel Reimbursement	2,500	3,381	7,500	9,501	30,000	31.7%	
Tollway Payments	1,500	(723)	4,500	10,000	18,000	55.6%	
Other Miscellaneous	14,042	6,628	42,125	58,318	168,500	34.6%	
<b>Total Miscellaneous</b>	<b>33,042</b>	<b>17,804</b>	<b>99,125</b>	<b>121,054</b>	<b>396,500</b>	<b>30.5%</b>	
Total Operating Transfers In	17,083	16,346	51,250	49,665	205,000	24.2%	
<b>Total General Fund</b>	<b>9,640,997</b>	<b>12,628,675</b>	<b>19,079,490</b>	<b>23,379,466</b>	<b>63,286,960</b>	<b>36.9%</b>	<b>25.0%</b>

**OPERATING REPORT SUMMARY  
REVENUES**

**March 31, 2022**

	<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>			
<b>Water &amp; Sewer Fund</b>							
Water Sales	1,737,813	1,461,888	5,213,438	4,673,492	20,853,750	22.4%	
Connection Fees	1,667	-	5,000	-	20,000	0.0%	
Cross Connection Fees	3,167	3,220	9,500	9,685	38,000	25.5%	
Penalties	8,333	6,316	25,000	29,973	100,000	30.0%	
Investment Earnings	-	753	-	(6,196)	-	N/A	
Other Revenue Sources	252,708	187,185	758,125	196,232	3,032,500	6.5%	
Capital Projects	-	74,207	-	74,338	1,572,940	4.7%	
<b>Total Water Fund</b>	<b>2,003,688</b>	<b>1,733,569</b>	<b>6,011,063</b>	<b>4,977,524</b>	<b>25,617,190</b>	<b>19.4%</b>	<b>25.0%</b>
<b>Motor Fuel Tax Fund</b>	<b>266,667</b>	<b>691,997</b>	<b>800,000</b>	<b>1,061,582</b>	<b>3,200,000</b>	<b>33.2%</b>	
Community Dev. Block Grant Fund	53,583	54,049	160,750	75,999	643,000	11.8%	
Asset Seizure Fund	-	19,641	-	33,756	-	N/A	
Municipal Waste System Fund	259,493	272,136	778,480	772,290	3,113,920	24.8%	
NOW Arena Operating Fund	211,376	212,773	634,128	617,628	2,536,510	24.3%	
NOW Arena Activity Fund	915,113	275,180	2,745,340	324,335	10,981,360	3.0%	
Stormwater Management	79,583	55,266	238,750	160,272	955,000	16.8%	
Insurance Fund	149,431	153,722	448,293	455,343	1,793,170	25.4%	
Roselle Road TIF	66,667	236,992	200,000	237,015	800,000	29.6%	
Barrington/Higgins TIF	70,833	152,022	212,500	159,670	850,000	18.8%	
Lakewood Center TIF	49,167	10,226	147,500	10,227	590,000	1.7%	
Higgins-Old Sutton TIF	210,682	35,725	632,045	35,823	2,528,180	1.4%	
Higgins/Hassell TIF	37,500	35,596	112,500	206,853	450,000	46.0%	
Information Technology	173,728	137,074	521,185	415,266	2,084,740	19.9%	
<b>Total Spec Rev. &amp; Int. Svc. Fund</b>	<b>2,543,823</b>	<b>2,342,400</b>	<b>7,631,470</b>	<b>4,566,059</b>	<b>30,525,880</b>	<b>15.0%</b>	
<b>TOTAL OPERATING FUNDS</b>	<b>14,188,508</b>	<b>16,704,643</b>	<b>32,722,023</b>	<b>32,923,049</b>	<b>119,432,030</b>	<b>27.6%</b>	<b>25.0%</b>
<b>2015A &amp; C G.O. Debt Service</b>	<b>103</b>	<b>103</b>	<b>206</b>	<b>206</b>	<b>1,621,070</b>	<b>0.0%</b>	
2015B G.O. Debt Service	-	-	-	-	120,100	0.0%	
2016 G.O. Debt Service	112,204	112,204	154,943	154,943	330,100	0.0%	
2017A & B G.O. Debt Service	-	-	-	-	180,750	0.0%	
2018 G.O. Debt Service	618,348	618,348	859,146	859,146	2,861,950	0.0%	
2019 G.O. Debt Service	-	-	-	-	136,710	0.0%	
<b>TOTAL DEBT SERV. FUNDS</b>	<b>730,655</b>	<b>730,655</b>	<b>1,014,296</b>	<b>1,014,296</b>	<b>5,250,680</b>	<b>19.3%</b>	<b>25.0%</b>
Central Rd. Corridor Fund	-	2	-	4	-	N/A	
Hoffman Blvd Bridge Maintenance	4	4	13	6	50	11.6%	
Western Corridor Fund	2,208	1,481	6,625	4,195	26,500	15.8%	
Prairie Stone Capital Fund	33	148	100	253	400	63.1%	
Central Area Rd. Impr. Imp. Fee	-	1	-	2	-	N/A	
Western Area Traffic Impr.	-	0	-	0	-	N/A	
Western Area Traffic Impr. Impact Fee	16	0	48	0	190	0.0%	
Capital Improvements Fund	195,417	308,877	586,250	883,038	2,345,000	37.7%	
Capital Vehicle & Equipment Fund	112,207	111,224	336,620	1,124,090	1,346,480	83.5%	
Capital Replacement Fund	8	1,205	25	2,130	100	2130.3%	
2015 Project Fund	-	2	-	3	-	N/A	
Road Improvement Fund	531,124	967,784	1,593,373	2,359,540	6,373,490	37.0%	
<b>TOTAL CAP. PROJECT FUNDS</b>	<b>841,018</b>	<b>1,390,729</b>	<b>2,523,053</b>	<b>4,373,260</b>	<b>10,092,210</b>	<b>43.3%</b>	<b>25.0%</b>
Police Pension Fund	621,075	2,155,847	1,863,225	2,740,214	7,452,900	36.8%	
Fire Pension Fund	531,472	(4,434,583)	1,594,415	(3,608,102)	6,377,660	-56.6%	
<b>TOTAL TRUST FUNDS</b>	<b>1,152,547</b>	<b>(2,278,736)</b>	<b>3,457,640</b>	<b>(867,888)</b>	<b>13,830,560</b>	<b>-6.3%</b>	<b>25.0%</b>
<b>TOTAL ALL FUNDS</b>	<b>16,912,727</b>	<b>16,547,291</b>	<b>39,717,011</b>	<b>37,442,716</b>	<b>148,605,480</b>	<b>25.2%</b>	<b>25.0%</b>

**OPERATING REPORT SUMMARY**  
**EXPENDITURES**  
**March 31, 2022**

	<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>			
<b>General Fund</b>							
General Admin.							
Legislative	35,313	19,070	105,940	67,550	423,760	15.9%	
Administration	82,854	52,053	248,563	152,269	994,250	15.3%	
Legal	45,474	38,401	136,423	85,483	545,690	15.7%	
Finance	106,358	96,603	319,075	269,159	1,276,300	21.1%	
Village Clerk	20,484	18,210	61,453	52,516	245,810	21.4%	
Human Resource Mgmt.	52,874	44,271	158,623	120,452	634,490	19.0%	
Communications	32,572	35,876	97,715	121,247	390,860	31.0%	
Emergency Operations	7,184	25,541	21,553	41,864	86,210	48.6%	
<b>Total General Admin.</b>	<b>383,114</b>	<b>330,024</b>	<b>1,149,343</b>	<b>910,539</b>	<b>4,597,370</b>	<b>19.8%</b>	<b>25.0%</b>
<b>Police Department</b>							
Administration	139,953	211,578	419,858	459,224	1,679,430	27.3%	
Juvenile Investigations	55,783	120,418	167,348	218,585	669,390	32.7%	
Tactical	91,949	182,089	275,848	355,141	1,103,390	32.2%	
Patrol and Response	1,098,267	2,358,323	3,294,800	4,332,159	13,179,200	32.9%	
Traffic	76,943	118,948	230,828	221,735	923,310	24.0%	
Investigations	135,648	259,435	406,943	478,275	1,627,770	29.4%	
Community Relations	846	13	2,538	45	10,150	0.4%	
Communications	40,986	41,028	122,958	164,113	491,830	33.4%	
Canine	18,754	39,614	56,263	71,947	225,050	32.0%	
Special Services	11,478	24,046	34,433	39,310	137,730	28.5%	
Records	26,527	24,964	79,580	67,168	318,320	21.1%	
Administrative Services	103,552	81,037	310,655	237,349	1,242,620	19.1%	
<b>Total Police</b>	<b>1,800,683</b>	<b>3,461,495</b>	<b>5,402,048</b>	<b>6,645,051</b>	<b>21,608,190</b>	<b>30.8%</b>	<b>25.0%</b>
<b>Fire Department</b>							
Administration	79,905	90,378	239,715	225,688	958,860	23.5%	
Public Education	6,887	6,895	20,660	14,139	82,640	17.1%	
Suppression	840,834	1,442,703	2,522,503	2,895,526	10,090,010	28.7%	
Emer. Med. Serv.	763,623	1,381,601	2,290,868	2,722,713	9,163,470	29.7%	
Prevention	48,148	26,820	144,445	128,245	577,780	22.2%	
Fire Stations	3,713	2,760	11,138	4,168	44,550	9.4%	
<b>Total Fire</b>	<b>1,743,109</b>	<b>2,951,156</b>	<b>5,229,328</b>	<b>5,990,479</b>	<b>20,917,310</b>	<b>28.6%</b>	<b>25.0%</b>
<b>Public Works Department</b>							
Administration	29,103	26,205	87,310	77,540	349,240	22.2%	
Snow/Ice Control	153,951	258,975	461,853	688,397	1,847,410	37.3%	
Traffic Operations	111,940	108,120	335,820	267,040	1,343,280	19.9%	
Forestry	97,823	59,421	293,470	179,616	1,173,880	15.3%	
Facilities	103,659	127,243	310,978	246,355	1,243,910	19.8%	
Fleet Services	115,661	132,998	346,963	326,642	1,387,930	23.5%	
F.A.S.T.	16,427	10,483	49,280	31,064	197,120	15.8%	
Storm Sewers	14,267	11,080	42,800	31,841	171,200	18.6%	
<b>Total Public Works</b>	<b>642,831</b>	<b>734,524</b>	<b>1,928,493</b>	<b>1,848,496</b>	<b>7,713,970</b>	<b>24.0%</b>	<b>25.0%</b>

**OPERATING REPORT SUMMARY**  
**EXPENDITURES**  
**March 31, 2022**

	<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>			
<b>Development Services</b>							
Administration	39,934	30,164	119,803	93,630	479,210	19.5%	
Planning & Transportation	66,188	34,727	198,565	129,041	794,260	16.2%	
Code Enforcement	146,011	123,445	438,033	374,615	1,752,130	21.4%	
Engineering	104,918	94,038	314,753	303,475	1,259,010	24.1%	
Economic Development	125,758	26,130	377,273	87,929	1,509,090	5.8%	
<b>Total Development Services</b>	<b>482,808</b>	<b>308,509</b>	<b>1,448,425</b>	<b>988,690</b>	<b>5,793,700</b>	<b>17.1%</b>	<b>25.0%</b>
<b>Health &amp; Human Services</b>	<b>81,147</b>	<b>67,804</b>	<b>243,440</b>	<b>198,105</b>	<b>973,760</b>	<b>20.3%</b>	<b>25.0%</b>
<b>Miscellaneous</b>							
4th of July	9	9	32,193	32,193	155,070	20.8%	
Police & Fire Comm.	8,503	466	25,510	830	102,040	0.8%	
Misc. Boards & Comm.	21,563	12,267	64,688	26,363	258,750	10.2%	
Misc. Public Improvements	297,392	141,420	892,175	1,216,572	3,568,700	34.1%	
<b>Total Miscellaneous</b>	<b>327,467</b>	<b>154,163</b>	<b>1,014,566</b>	<b>1,275,958</b>	<b>4,084,560</b>	<b>31.2%</b>	<b>25.0%</b>
<b>Total General Fund</b>	<b>5,461,158</b>	<b>8,007,675</b>	<b>16,415,641</b>	<b>17,857,317</b>	<b>65,688,860</b>	<b>27.2%</b>	<b>25.0%</b>
<b>Water &amp; Sewer Fund</b>							
Water Department	1,158,774	999,480	3,476,323	3,051,639	13,905,290	21.9%	
Sewer Department	198,644	184,548	595,933	516,969	2,383,730	21.7%	
Billing Division	79,983	80,403	239,950	233,194	959,800	24.3%	
Capital Projects Division	39,799	39,799	39,799	39,799	5,436,090	0.7%	
2015 Bond Capital Projects	-	-	-	-	420,550	0.0%	
2017 Bond Capital Projects	10,640	10,640	10,640	10,640	1,519,910	0.7%	
2018 Bond Capital Projects	-	-	-	-	247,640	0.0%	
2019 Bond Capital Projects	-	-	-	-	622,530	0.0%	
<b>Total Water &amp; Sewer</b>	<b>1,487,841</b>	<b>1,314,871</b>	<b>4,362,644</b>	<b>3,852,241</b>	<b>25,495,540</b>	<b>15.1%</b>	<b>25.0%</b>
<b>Motor Fuel Tax</b>	<b>716,372</b>	<b>716,372</b>	<b>1,579,328</b>	<b>1,579,328</b>	<b>3,010,000</b>	<b>52.5%</b>	
Community Dev. Block Grant Fund	60,149	60,149	60,149	60,149	643,000	9.4%	
Asset Seizure Fund	15,707	20,541	47,120	45,896	188,480	24.4%	
Municipal Waste System	255,294	264,677	765,883	580,501	3,063,530	18.9%	
NOW Arena Operating Fund	346,594	9,160	1,039,783	28,635	4,159,130	0.7%	
NOW Arena Activity Fund	915,113	385,451	2,745,340	620,220	10,981,360	5.6%	
Stormwater Management	86,421	28,636	259,263	28,636	1,037,050	2.8%	
Insurance	164,354	171,318	493,063	974,648	1,972,250	49.4%	
Information Technology	198,728	89,668	596,185	204,080	2,384,740	8.6%	
Roselle Road TIF	202,348	2,145	607,045	2,145	2,428,180	0.1%	
Barrington/Higgins TIF	122,312	2,048	366,935	2,048	1,467,740	0.1%	
Lakewood Center TIF	14,932	-	44,795	281,815	179,180	157.3%	
Higgins-Old Sutton TIF	210,682	-	632,045	-	2,528,180	0.0%	
Higgins/Hassell TIF	589	-	1,768	-	7,070	0.0%	
<b>TOTAL OPERATING FUNDS</b>	<b>10,258,595</b>	<b>11,072,709</b>	<b>30,016,985</b>	<b>26,117,658</b>	<b>125,234,290</b>	<b>20.9%</b>	<b>25.0%</b>
<b>2015A G.O. Debt Service</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>3,728,000</b>	<b>0.0%</b>	
2015 G.O. Debt Service	-	-	-	-	120,100	0.0%	
2016 G.O. Debt Service	-	-	-	-	330,100	0.0%	
2017A & B G.O. Debt Service	-	-	-	-	180,750	0.0%	
2018 G.O. Debt Service	-	-	-	-	2,861,950	0.0%	
2019 G.O. Debt Service	-	-	-	-	136,710	0.0%	
<b>TOTAL DEBT SERV. FUNDS</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,357,610</b>	<b>0.0%</b>	<b>25.0%</b>

**OPERATING REPORT SUMMARY**  
**EXPENDITURES**  
**March 31, 2022**

	<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	8,375	8,375	25,125	25,125	100,500	25.0%	
Hoffman Blvd Bridge Maintenance	4,417	-	13,250	-	53,000	0.0%	
Prairie Stone Capital	50,667	2,500	152,000	7,500	608,000	1.2%	
Western Area Rd Improve Imp. Fee	16	-	32	-	190	0.0%	
Capital Improvements Fund	196,527	139,337	589,580	366,964	2,358,320	15.6%	
Capital Vehicle & Equipment Fund	112,207	1,261	336,620	819,568	1,346,480	60.9%	
Capital Replacement Fund	3,348	-	10,043	-	40,170	0.0%	
Road Improvement Fund	597,825	246,138	1,793,475	247,901	7,173,900	3.5%	
<b>TOTAL CAP. PROJECT FUNDS</b>	<b>973,380</b>	<b>397,611</b>	<b>2,920,124</b>	<b>1,467,058</b>	<b>11,680,560</b>	<b>12.6%</b>	<b>25.0%</b>
Police Pension Fund	674,040	682,900	2,022,120	2,135,630	8,088,480	26.4%	
Fire Pension Fund	631,122	667,790	1,893,365	1,896,462	7,573,460	25.0%	
<b>TOTAL TRUST FUNDS</b>	<b>1,305,162</b>	<b>1,350,689</b>	<b>3,915,485</b>	<b>4,032,092</b>	<b>15,661,940</b>	<b>25.7%</b>	<b>25.0%</b>
<b>TOTAL ALL FUNDS</b>	<b>12,537,136</b>	<b>12,821,009</b>	<b>36,852,594</b>	<b>31,616,807</b>	<b>159,934,400</b>	<b>19.8%</b>	<b>25.0%</b>



# 2022 MARCH MONTHLY REPORT

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### March Synopsis

- Work continued to complete the Community Development's remaining applications and issues. This focused primarily on finalizing CRM setup and eTRAKiT Project, as well as resolving outstanding issues with Support. The payment process continued to be tested and verified in March. Staff also handled a number of requests to make changes in setup in Project, Code, and Permits that were not in the Final Go Live version of the workbooks.

### CentralSquare/GovQA Support Cases

- Case opened to restore Remote Desktop Access to SSRS Server for Community Development reports.
- Requested Support move SSRS report to production.
- Opened several cases for Disabled User accounts to be restored. This happens when users don't reset their Psync password within 30 days of expiration.
- Refreshed all PLUS training databases.
- Requested new users be added to PLUS.
- Created SQL script to update RRL License Deadline date.
- Support finally got Spatial Rules implementation enabled.

### Project Activities

- CRM - Staff transferred the approved setup to the live environment and began using the application in-house. There were several issues that needed to be fixed by CST Support, and those were all completed quickly and the application was fully operational by the end of February.
- Several sessions with CST consultant were held to work on set up for Project in eTRAKiT.
- Modified SSRS report for Code Violations.
- Spatial Rules were finally available after a backup change by Support. Tested in test database and eTRAKiT test database, and moved to live.
- Received request to modify the reports used by Fire to extract their Custom Field entries in the Land Management application in ComDev. Began modifying and this will be a long-term project.
- Tested several eTRAKiT payments, and found several issues. Turned over to consultants for resolution. By month's end, they resolved the issues.
- Worked with staff to move Laserfiche documents failing the transfer from ComDev to Laserfiche due to naming issues.

- Provided retraining to Fire staff in ComDev Inspections and clarified why he was having trouble resulting inspections. The Permits were not paid or issued and both are required to enter Inspections.
- Resolved the issue with the zoom in feature in Map portion of ComDev. It was a setting in GIS that was causing the issue.
- Revised all the Water Meter fees in ComDev Permits as a result of request by Code Department.
- Researched several Address and Parcel issues in ComDev to help GIS Tech determine solution.
- Resolved issue with Deposits not working on Permits.

## **Work Orders**

- After a request from HR to create Cognos Reports to be used in Employment Verification, I instead showed them how they could use the built in reports to achieve what they needed. I trained them in the use and they met their needs. Followed up a couple of weeks later and they confirmed they are working for them.
- Created new Residential Rental Inspection letters in Cognos.
- Provided analysis of CST Products list for contract acceptance.
- Fixed a Business Tax Credit caused by erroneous entry of data.
- Ran Penalty Process for Residential Rental Licenses.
- Created SQL script to update RRL License Deadline date.
- Developed new Renewal Letters and Invoices for Business Licenses, Liquor Licenses, and Home Based Business Licenses that will eliminate the need to modify the documents every year. This involved over fifteen separate documents.
- Checked BL, HB, and LQ licenses for renewal readiness and then renewed all licenses categories. Checked reports and showed Deputy Clerk how to set the print jobs correctly so that the documents can be used with window envelopes for mailing.
- Ran the Business Tax Refund Credit process to refund an overpayments. It worked correctly and provided a batch in FinancePLUS for AP check processing.
- Helped several users with passwords in EAC/Time Entry.
- Modified the General Contractor Renewal Letter to eliminate the need to modify each year, as I did with the Clerk's License categories' documents.
- Ran the Pet Penalty process and not all licenses were penalized. Opened a case with Support, but what worked was several days' passing and the rest of them were caught when I ran the process again.



## **Administration**

- Met with IT Director several times for project updates and planning.
- Provided documentation and arranged conference call with CST staff to discuss 5.2 upgrade particulars.
- Prepared monthly report.
- Processed Payroll for department employees on March 7 and 21.

## *Training*

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- Provided ComDev Inspection Entry training to Fire Department Staff.
- Worked with Code staff to show how to enter different aspects in the CRM application of Community Development.
- Attended Engage Conference in Orlando and attended more than a dozen training/networking sessions with CST staff and other municipalities.

## *Meetings*

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- Met several times during the month with the IT Director to review project status and issues of note.
- Attending several Teams meetings for setup and testing of Community Development products.

### **Project Activities**

#### **Project – CCTV Expansion**

- During the month of March, I.S. Staff in conjunction with Public Works Department and Pace Inc. installed and configured two additional CCTV cameras. The two new cameras will provide an inside view of the salt dome and coverage of the entrance to the hydrant storage.

#### **Project – License Plate Recognition by Minuteman**

- During the month of March, I.S. Staff with representatives from Police Department and technicians from Minuteman installed and configured LPR system in one of our Police Vehicles. This LPR system is designed to automatically read and identify vehicles of interest making it easier for our law enforcement to identify offenders.

#### **Project – FortiEDR**

- Endpoint Detection and Response system is the next generation security suite. FortiEDR delivers real-time visibility, analysis, protection and remediation for computer systems. During the month of March, I.S. Staff continues to update and tweak the system so it works as desired.

#### **Project – Fortinet Wi-Fi**

- Our aging Cisco Wi-Fi infrastructure is out of warranty and requires to be replaced with newer technology. IT Department decided to implement solution from Fortinet as it integrates with our existing firewall appliances and is much more cost effective than current solutions from Cisco. During the month of March, I.T. staff continued replacing access points throughout the Village infrastructure. This project will require multiple weeks to configure and deploy all access points throughout the Village.

#### **Project – Analog Lines Conversion**

- With the recent direction the phone carriers are taking, we are forced to disconnect or migrate all analog lines. Over the years there has been a steady buildup of analog lines throughout the different departments and buildings. The IT Department was tasked with identifying them and converting to the new system or if not used, disconnecting them. During the month of March, IT Staff continued to migrate analog lines.

## Security and Other Updates

- I.T. Staff upgraded the BEAST software used for evidence collection and organization at the Police Department.
- I.T. Staff disabled spam filtering provided by Ntiva and configured Microsoft services.
- I.T. Staff reconfigured DKIM/SPF/DMARC settings.
- I.T. Staff installed additional monitors in the records department located at the Police Department.
- I.T. Staff helped setup Police Trailer for the event at the NowArena.
- I.T. Staff installed and configured printer in the firefighter office at the fire station number 2.
- I.T. Staff performed general copier maintenance on two copiers located in Finance Department. The maintenance was performed by installing new maintenance kits.
- I.T. Staff configured and installed new the PGP and SSH encryption used for JP Morgan communication.
- I.T. Staff help to configure new display setup for Weaver conference room.
- I.T. Staff continues monitor and update Windows Servers with patches, updates and other security installations.
- I.T. Staff continues to update and monitor anti-virus system to ensure at most reliability and safety.
- I.T. Staff continues to monitor and adjust if necessary all of our backup jobs.
- I.T. Staff updated and reorganized our network documentation in order to reflect new changes.
- I.T. Staff continues to deploy KnowBe4 email campaign.
- I.T. Staff performed general WSUS Update and service cleanup.

## *IT Meetings*

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- I.T. Staff continues to meet on weekly basis with Fortinet EDR team.
- I.T. Staff met and discussed storage needs with Dell.
- I.T. Staff met and discussed Office 365 migration with Dell.
- I.T Staff met and discussed SIP conversion.
- I.T. Staff met and discussed upcoming projects.

## *IT Training*

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- I.T. Staff conducted one new user orientation meetings for our new employee.
- Two IT employees attended and passed "Security Awareness Training"

## **Technical Support, Hardware & Software Activities**

- Applied necessary software updates as needed.
- 307 Help desk requests were opened during the month of March.
- 296 Help desk requests were closed during the month of March.
- Self Service Password Resets or Account Unlocks: 1
- Email passwords reset: 2
- SunGard passwords reset: 6
- Voicemail passwords reset: 5
- User accounts unlocked: 6
- Active Directory Password Resets: 2

## *Director Summary*

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- Project status meeting with CentralSquare (weekly)
  - Project update status
  - Invoicing
- Vendor meetings with Ntiva to discuss the decommissioning of the hosted SPAM filtering and transitioning to Microsoft services.
- Vendor meetings with DELL to discuss the proposal and quote for the data storage and protection proposal.
- Vendor meeting with Peerles Network and Sentinel Inc. to discuss the SIP conversion.
- Vendor meeting with DELL to discuss email migration from Microsoft's private cloud to Government cloud. Further discussed implementing Microsoft's 365 E3 and portions of Microsoft's 365 E5 Step Up options.
- Vendor meetings with Dell representatives to discuss build specifications for two new storage devices to replace the current ones as well as to discuss possible backup solutions.

- Vendor meeting with Central Square PLUS representatives to discuss migrating to PLUS 5.2.
- Vendor meeting with Cartegraph developers and Aaron Howe (Public Works) to discuss APUI development and integration between Cartegraph and the Village's CRM application GovQA.
- Vendor meeting with Sentinel Technology to discuss the new FLEX contract for the Village's internal VoIP system.
- Met with Suzanne Ostrovsky, Patrick Seger and Human Resource staff to finalize the department job descriptions, I.T. staffing and department restructuring.
- Completed the new job descriptions for the I.T. Manager, Infrastructure Services, Senior Information Technology Specialist (SRITSPEC), the Information Technology Specialist I, II and III, the Senior Business Systems Analyst and the Business Systems Analyst I and II positions.
- Completed the Cyber Incident Response Plan.
- Met with Chief Poulos to review the RFP for building wide A/V upgrades.
- Met with the Assistant Village Manager, Ben Gibbs and Mark Koplun, and Yousef to discuss a new Point of Sales systems for the NOW Arena.
- Weekly update meeting with Suzanne Ostrovsky, Assistant Village Manager
- Management team meeting.
- Bi Weekly department division meetings
  - Project progress
  - Division Goals Review
- Monthly MS-ISAC/EI-ISAC conference call.

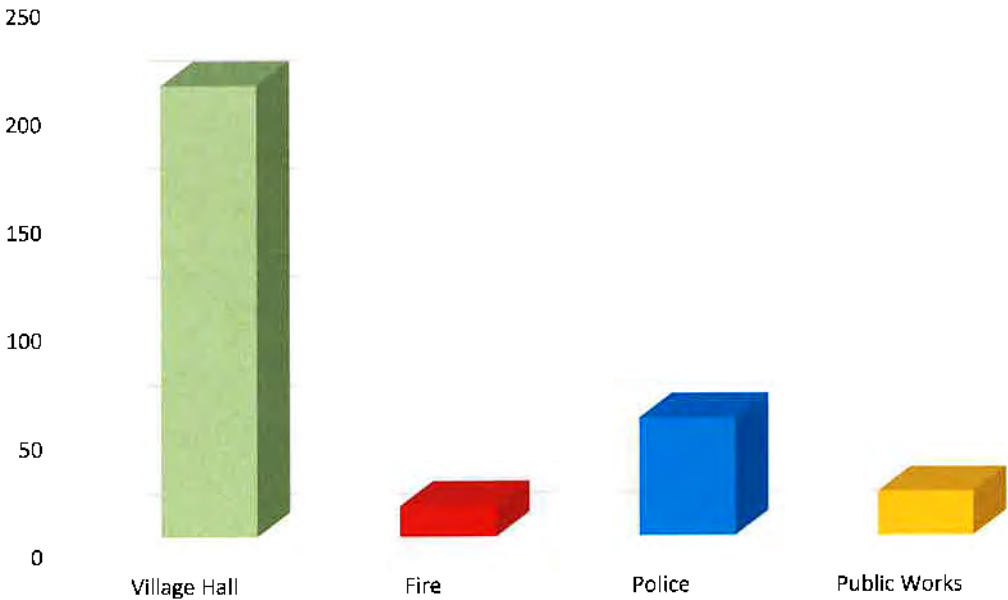
### Total Work Orders by Priority by Month

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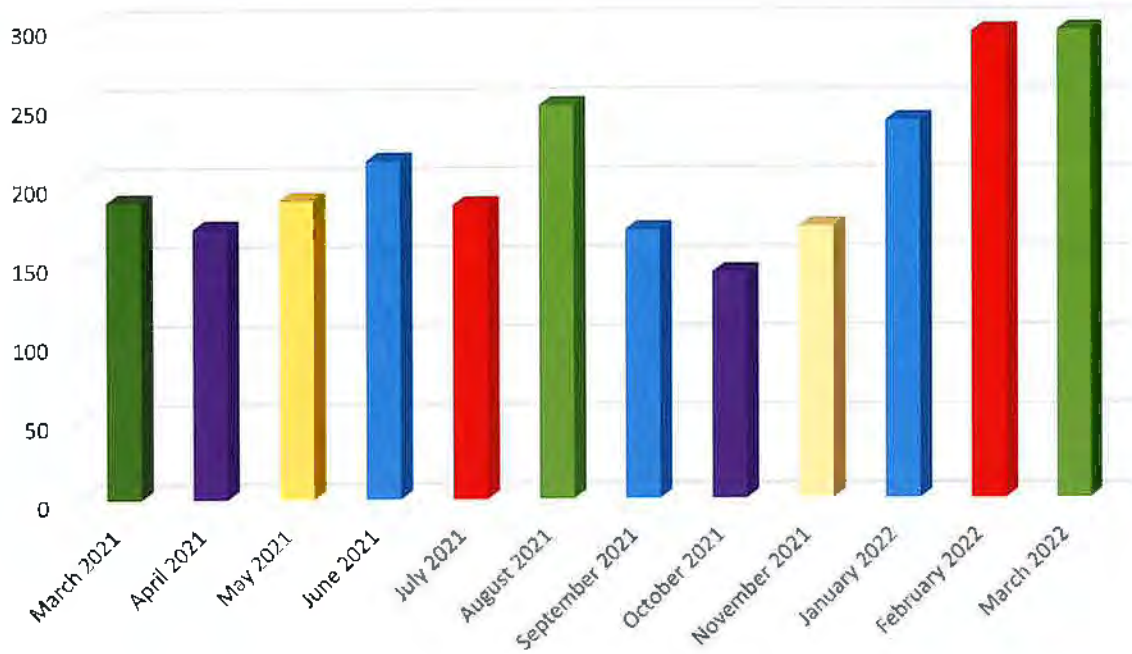
Month	March
1 - Normal	187
2 - High	7
3 - Urgent	0
Project	3
Scheduled Event	106
Vendor intervention required	4
<b>Total for Month</b>	<b>307</b>

### Completed Work Orders by Location

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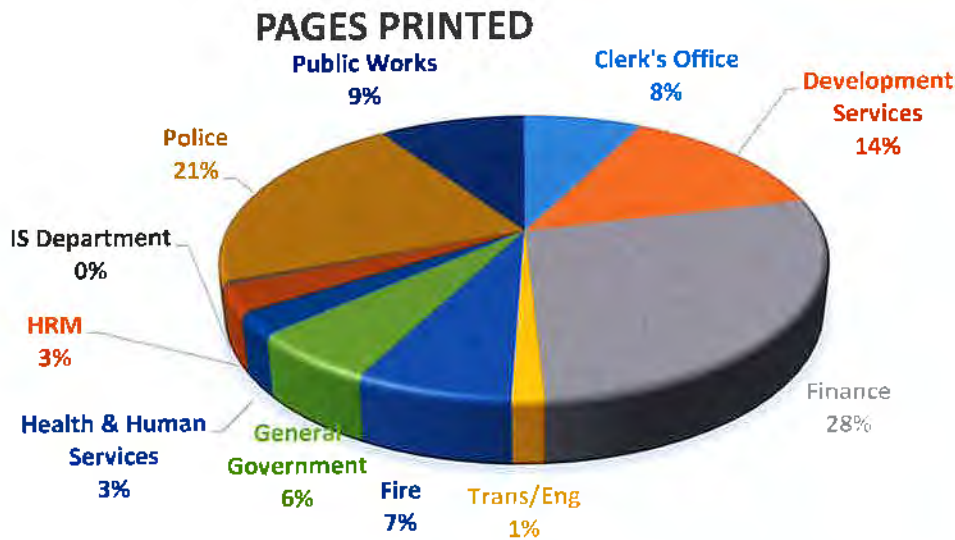


## Completed Work Orders by Month

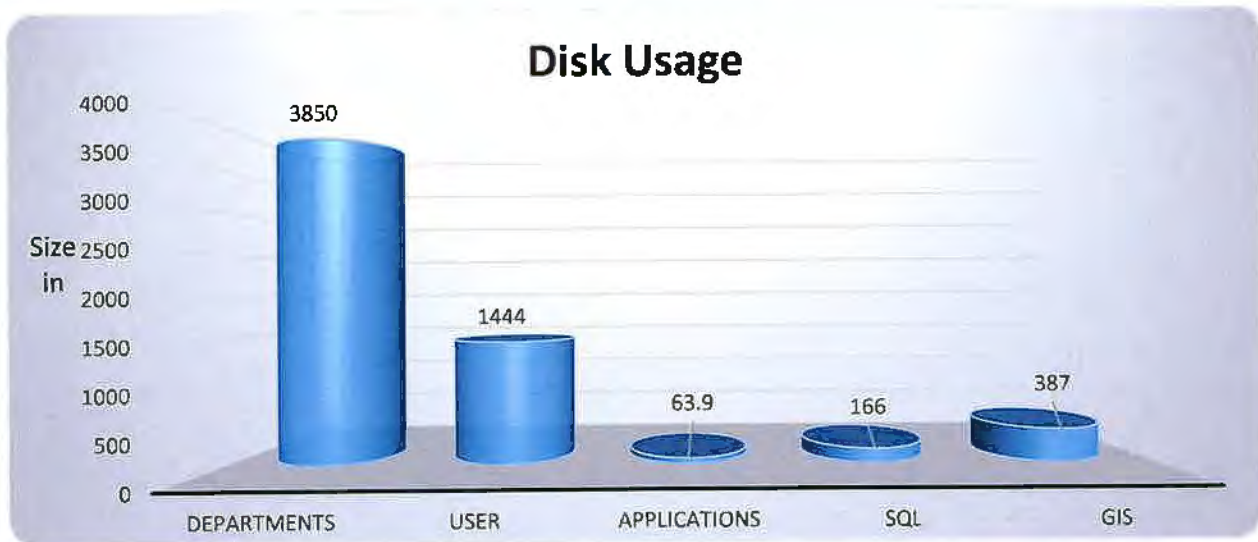


## Printer Usage Report

In the month of March there were 51083 pages printed across the village. The following graph breaks down printer usage by department.

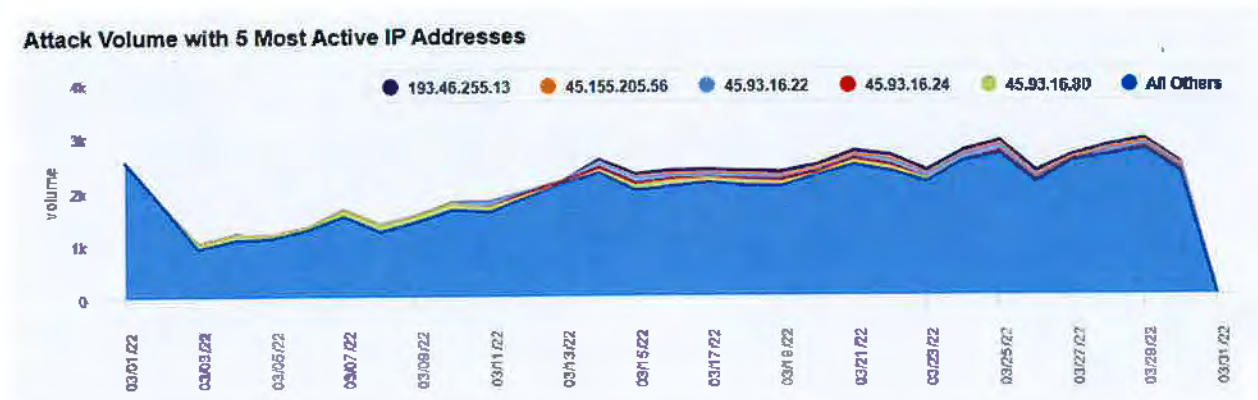


## System and Data Functions



## Sentinel IPS Attack Report

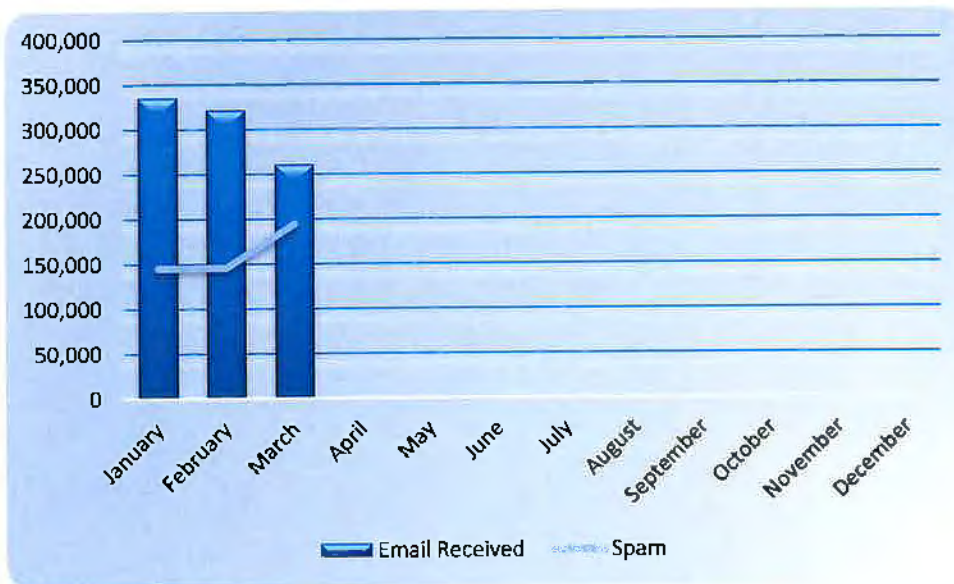
External parties attacked the Village network 64029 times during the month of March



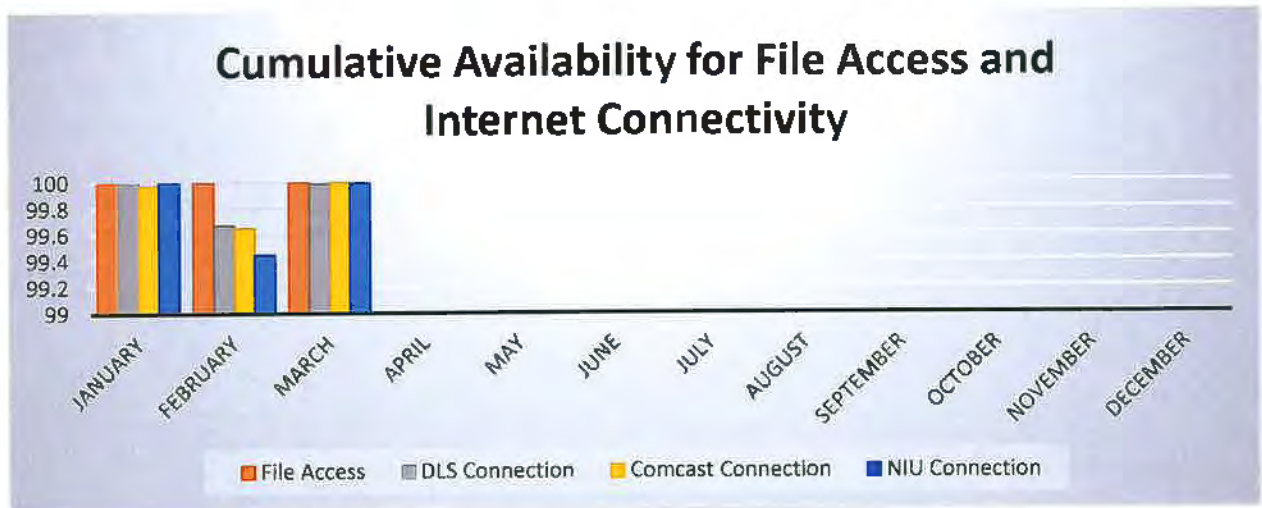
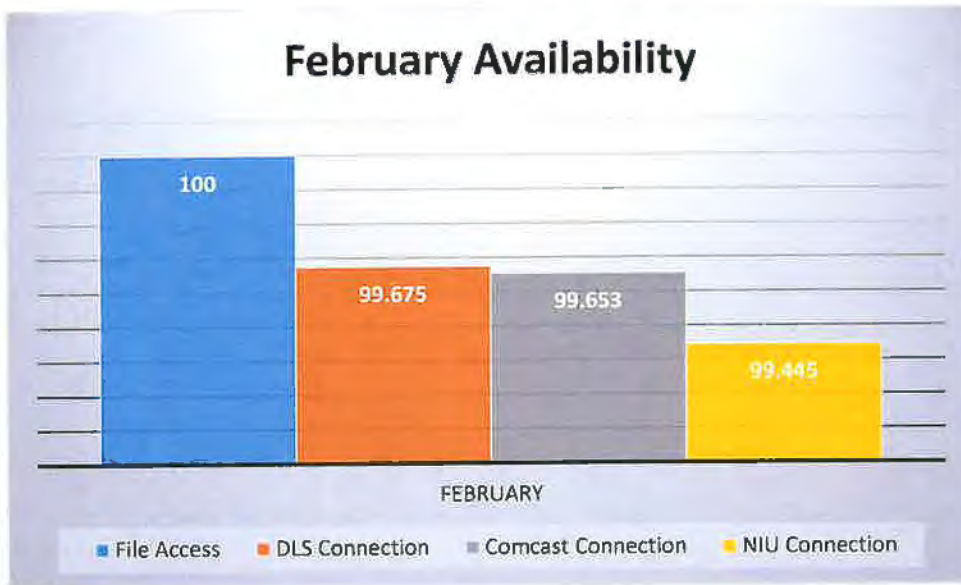


## Email Spam Report

Month	Email Received	Spam	Percent Spam
January	335,178	145,017	43%
February	321,351	145,800	45%
March	260,497	194,577	75%
April			0%
May			0%
June			0%
July			0%
August			0%
September			0%
October			0%
November			0%
December			0%
<b>Total</b>	<b>917,026</b>	<b>485,394</b>	<b>53%</b>



## File Access and Internet Availability



# Phishing Security Test Report



## Phishing Security Test Report

02/25/2022 - 04/01/2022

### Campaign: Monthly Test

Monthly Test - Category: Monthly Test - Status: Successful - Objectives: 100% - Duration: 04/01/2022 - 04/01/2022

Groups: All users

#### Statistics

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

0.0%

Phish-prone Percentage

347

Recipients

339

Delivered

0

Clicks

0

Attachment Opened

0

Data Entered

0

Other Failures

8

Bounces

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

#### Clicks by day

#### Phishing Email Sent

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

Phishing email was sent to **347** recipients. Each recipient received a different email. Go to this Phishing Security Test's [users](#) page to see which user received which email.

Fred Besenhoffer, Director of Information Systems

# VILLAGE OF HOFFMAN ESTATES

## Memo

**TO:** Finance Committee

**FROM:** Daniel P. O'Malley, Deputy Village Manager/Owner's Rep.-NOW Arena

**RE:** **OWNER'S REPRESENTATIVE MONTHLY REPORT  
APRIL 2022**

**DATE:** April 21, 2022

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1. The easing COVID-19 restrictions have had a positive impact on arena event attendance. The State continues to show a favorable trend for COVID-19 metrics and neither the State nor County currently require masks or proof of vaccination for indoor venues.
2. Village and Arena staff continue to work on the Federal Shuttered Venue Operators Grant (SVOG) program. We received notice from the SBA that the portal is open which allows for the filing of our revised budget submittal. The next step towards closing out this grant will be to submit the documentation supporting our budget once we are notified by the SBA. So we are one step closer to finalizing this process.
3. The Levy Food Service contract extension was approved by the Board at the April 4 meeting. The new contract will become effective on May 1.
4. Discussions continue with Ticketmaster on an amendment to their contract to include the use of new ticketing software (Archtics). It is anticipate this issue will be presented to the Finance Committee in May.
5. Continue working with Any Frain regarding an amendment to their contract to coincide with the State Parking Excise Tax language. A draft document has been proposed and this item is anticipated to come before the Finance Committee in May.
6. Discussions continue with the Arena GM and Levy Food Manager regarding the Point of Sale (POS) system replacement. The POS is the hardware/software system used for food/beverage purchased by patrons at the arena. Replacement systems have been reviewed and it is anticipated that this item will come before the Finance Committee in the near future.
7. The Board approved capital projects continue to proceed. Materials have been ordered for the rooftop units, doors and IT switches. These projects are scheduled to begin later this spring once materials arrive.
8. Continue to work with the Village's Lobbyist and Assistant Corporation Counsel regarding the 2020 State Parking Excise Tax. SB 217 was passed by the House, but not by the Senate and staff will continue to monitor its progress.

9. Conducted bi-weekly meetings with Public Works Facilities and Arena staff regarding building and maintenance items.
10. Have regular contact with Ben Gibbs, General Manager to discuss operational items and events at the arena.
11. Work has begun to prepare the Hideaway Beer Garden for the 2022 season. The beverage/food containers were relocated to improve cue lines for patrons and enhance the site layout. The perimeter rope fencing is being extended to enclose the facilities and will replace the temporary bike rack barricades. This should improve the aesthetics of the site. Other preparations are being made for the open date of May 5. Mark your calendars.

Attachment

cc: Ben Gibbs, General Manager (Spectra)

**Now Arena**  
**General Manager Update**  
**APRIL 2022**

Event Highlights	Notes
April 1: For King and Country April 2: WCB April 9&10: Varsity Cheerleading April 24-26: Elevation Worship April 30&May 1: Hot Wheels Monster	
Finance Department	
General	Arena finished March financials.
Monthly Financial Statement	Building Event Revenue YTD: \$468,578
	Building Sponsor/Other Revenue YTD: \$33,649
	Building Expenses YTD: \$693,453
	Building Income YTD: (\$191,226) vs. YTD Budget (\$341,100)
Operations Department	
General	Continuing to prepare Village Green for Hideaway Brew Garden season.
Positions to Fill	Eliel Cardenas promoted to Director of Operations
Third Party Providers	N/A
Village Support	Reviewing various vendor bids for Retractable Seating Replacement.
Events Department	
General	Working on event prep for Elevation Worship, Monster Truck, Showfest, Grads. Reviewing cleaning RFP.
Positions to Fill	N/A
Marketing Department	
General	Promoting grad suites, Hideaway Brew Garden, Supporting recruitment for finance and Levy Restaurant open positions.
Positions to Fill	N/A
Group Sales Department	
General	Group sales will be handled by a third party company.
Box Office Department	
General	Working on putting luxury suites on Ticketmaster, building circus event for December
Food & Beverage Department	
General	Continue recruitment of part-time staff and preparing for upcoming busy summer event schedule. Evaluating point-of-sale systems for possible capital project.
Premium Seating Department	
General	Renewed three annual suites this month.
Positions to Fill	N/A

<b>Sponsorship Department</b>	
General	Concentrating on unsold categories including insurance and liquor
Monthly Financial Statement	Corporate Sales: \$33,944
	Suites Sales: (\$1,929)
<b>General</b>	
Capital Improvements/Repairs	Additional capital projects are being investigated based on possible grant disbursements related to the Shuttered Venue Grant program via the Small Business Administration.