

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

October 3, 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 - August 15, 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
 1. Banking services contract (special committee meeting 10/10/22)
 2. Purchase of replacement retractable seating for the NOW Arena (special committee meeting 10/10/22)
 - VI. Adjournment

FINANCE COMMITTEE MEETING MINUTES

August 15, 2022

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
Dan O'Malley, Deputy Village Manager
Art Janura, Corporation Counsel
Joe Nebel, Director Public Works
Monica Saavedra, Director HHS
Darek Raszka, Interim IT Director
Kasia Cawley, Police Chief
Alan Wax, Fire Chief
Pete Gugliotta, Director Dev. Services
Kevin Kramer, Director of Economic Dev.
Rachel Musiala, Director of Finance
Alan Wenderski, Village Engineer
Patrick Seger, Director of HRM
Ric Signorella, CATV Coordinator
Sarah Marccuci, EMA Coordinator
Bev Romanoff, Village Clerk**

The Finance Committee meeting was called to order at 7:05 p.m.

II. Approval of Minutes

Motion by Trustee Gaeta, seconded by Trustee Mills, to approve the Finance Meeting minutes from July 18, 2022. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Arnet, seconded by Trustee Mills, to recess the meeting at 7:06 p.m. Voice vote taken. All ayes. Motion carried.

Meeting was reconvened at 8:48 p.m.

NEW BUSINESS

- 1. Request approval of an amended Memorandum of Agreement with Andy Frain Services, Inc. to provide contractual services for events at the NOW Arena.**

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

Dan O'Malley addressed the Committee and provided background on the request. The current agreement runs through August 31, 2023. The language of P.A. 102-0920 exempts the Village from the State Parking Excise Tax requirements. In addition, the amended agreement reflects the new language that clarifies the Village as owner and operator of the arena lot and formalizes the previous rate increases in the rates.

Motion by Trustee Gaeta, seconded by Trustee Arnet, to approve an an amended Memorandum of Agreement with Andy Frain Services, Inc. to provide contractual services for events at the NOW Arena. Voice vote taken. All ayes. Motion carried.

2. Request approval to enter into an Intergovernmental Agreement with the Board of Trustees of Northern Illinois University, DeKalb, IL, on behalf of the Northern Illinois University Division of Information Technology.

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

Darek Raszka addressed the Committee and reported that NIU has provided the Village with a fiber internet connection since the 200s. NIU's fiber infrastructure is located at their former Hoffman Estates campus and the building is being decommissioned, and NIU would like to relocate that connection to the Beverly Road Tower and staff agrees.

Motion by Trustee Gaeta, seconded by Mayor McLeod, to enter into an Intergovernmental Agreement with the Board of Trustees of Northern Illinois University, DeKalb, IL, on behalf of the Northern Illinois University Division of Information Technology. Voice vote taken. All ayes. Motion carried.

3. Request authorization to waive formal bidding (due to utilization of a government master agreement) and authorize the purchase of 50 desktop computers, 50 monitors and 9 laptop computers from Dell EMC, Round Rock, TX, in an amount not to exceed \$67,301.81.

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

Motion by Trustee Gaeta, seconded by Mayor McLeod, to waive formal bidding (due to utilization of a government master agreement) and authorize the purchase of 50 desktop computers, 50 monitors and 9 laptop computers from Dell EMC, Round Rock, TX, in an amount not to exceed \$67,301.81. Voice vote taken. All ayes. Motion carried.

REPORTS ONLY

1. Finance Department Monthly Report.

The Finance Department Monthly Report was received and filed.

Trustee Stanton inquired why the telecommunications tax revenue had increased so much in July and Rachel Musiala responded that she would look into this.

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.

I. President's Report

II. Other

III. Items in Review

IV. Adjournment

Motion by Trustee Gaeta, seconded by Trustee Arnet, to adjourn the meeting at 8:58 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

Debbie Schoop, Executive Assistant

Date



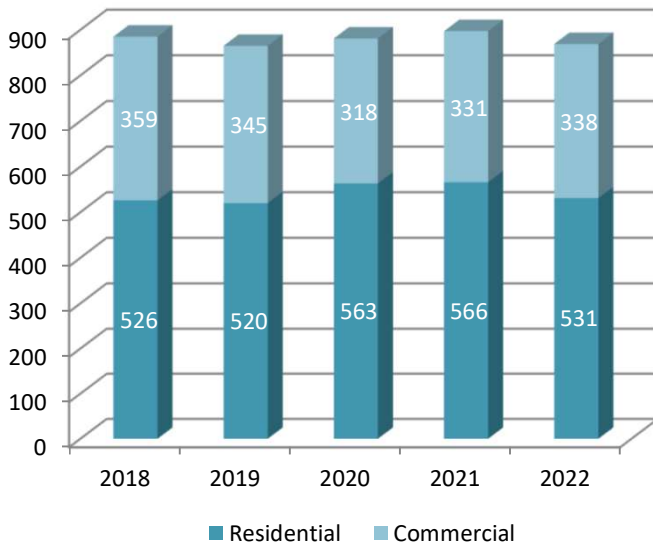
HOFFMAN ESTATES

DEPARTMENT OF FINANCE MONTHLY REPORT AUGUST 2022

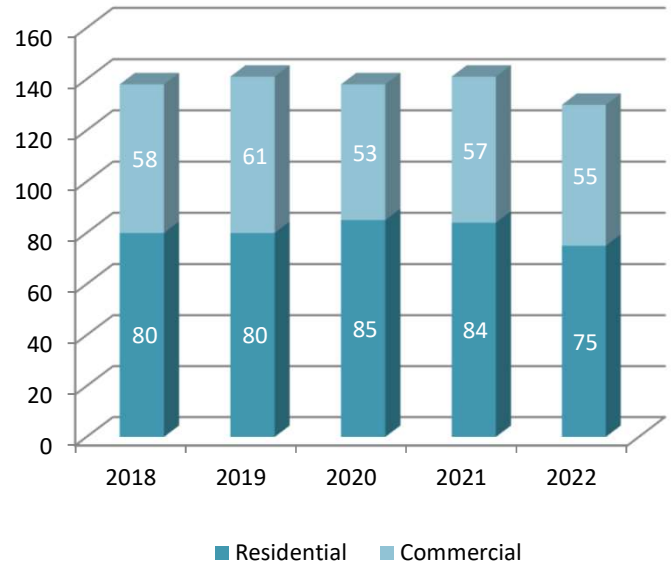
Water Billing

A total of 14,828 residential water bills were mailed on August 1st for June's water consumption. Average consumption was 5,085 gallons, resulting in an average residential water bill of \$75.19. Total consumption for all customers was 130 million gallons, with 75 million gallons attributable to residential consumption. When compared to the August 2021 billing, residential consumption decreased by 10.7%.

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

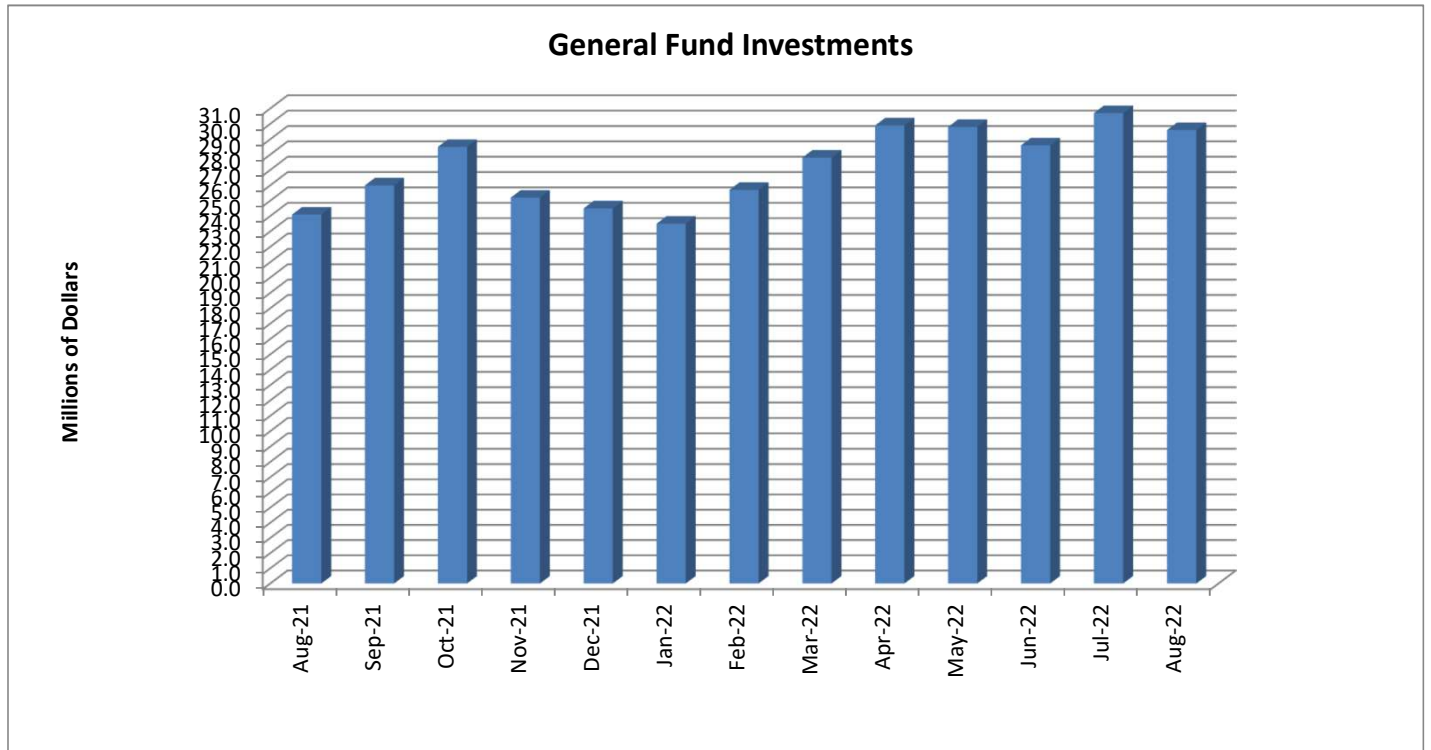
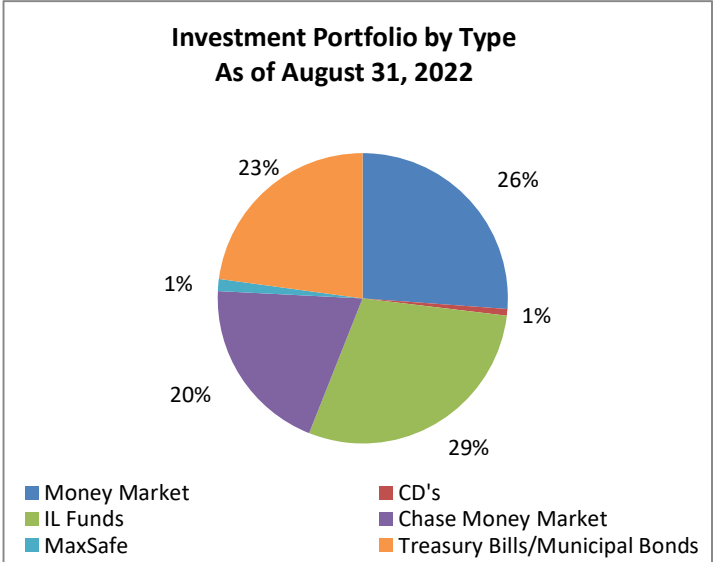
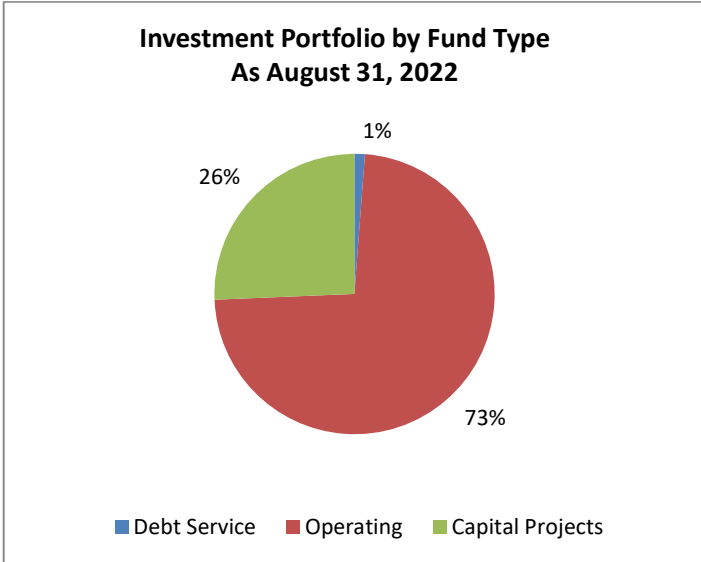


**Total Water Consumption
Month of August**



Village Investments

As of August 31, 2022, the Village's investment portfolio (not including pension trust funds) totaled \$66.4 million. Of this amount, \$48.6 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$17.8 million is related to debt service and capital projects funds.



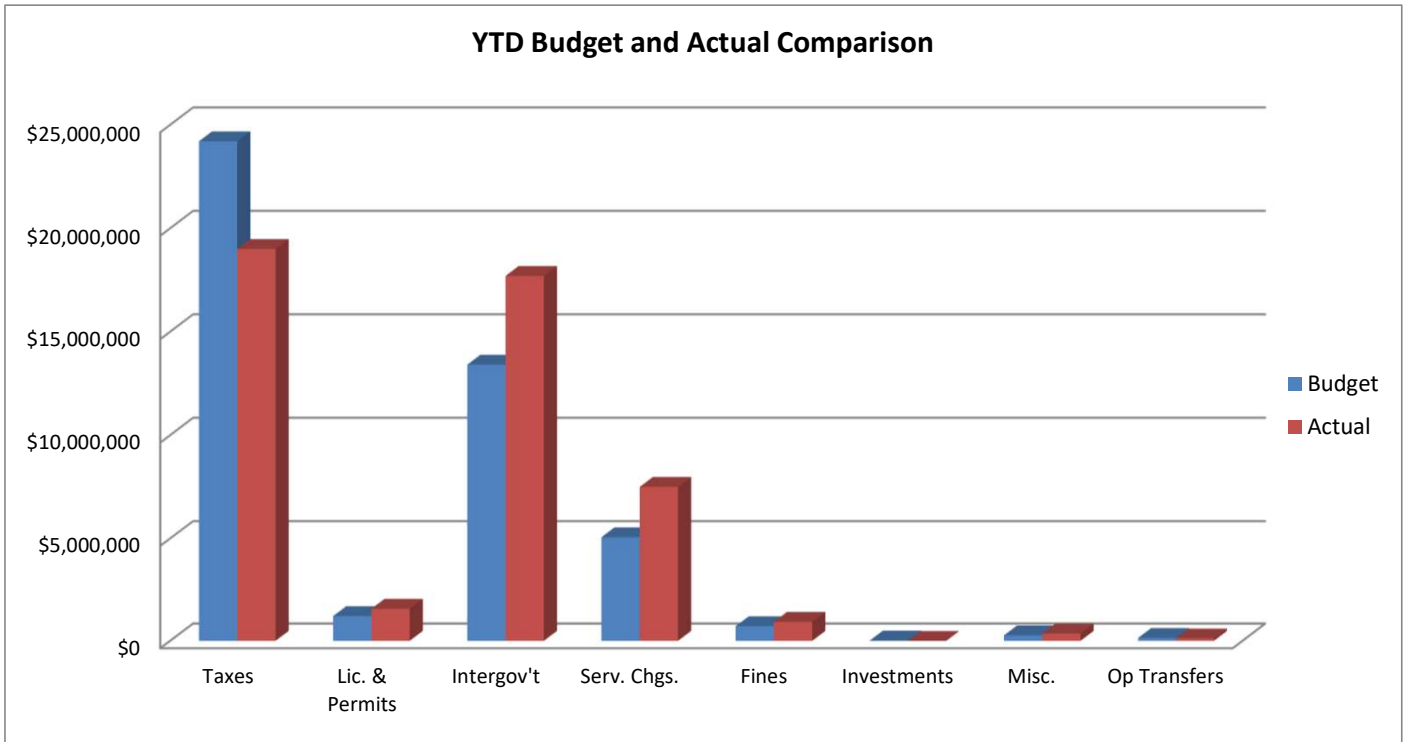
Operating Funds

General Fund

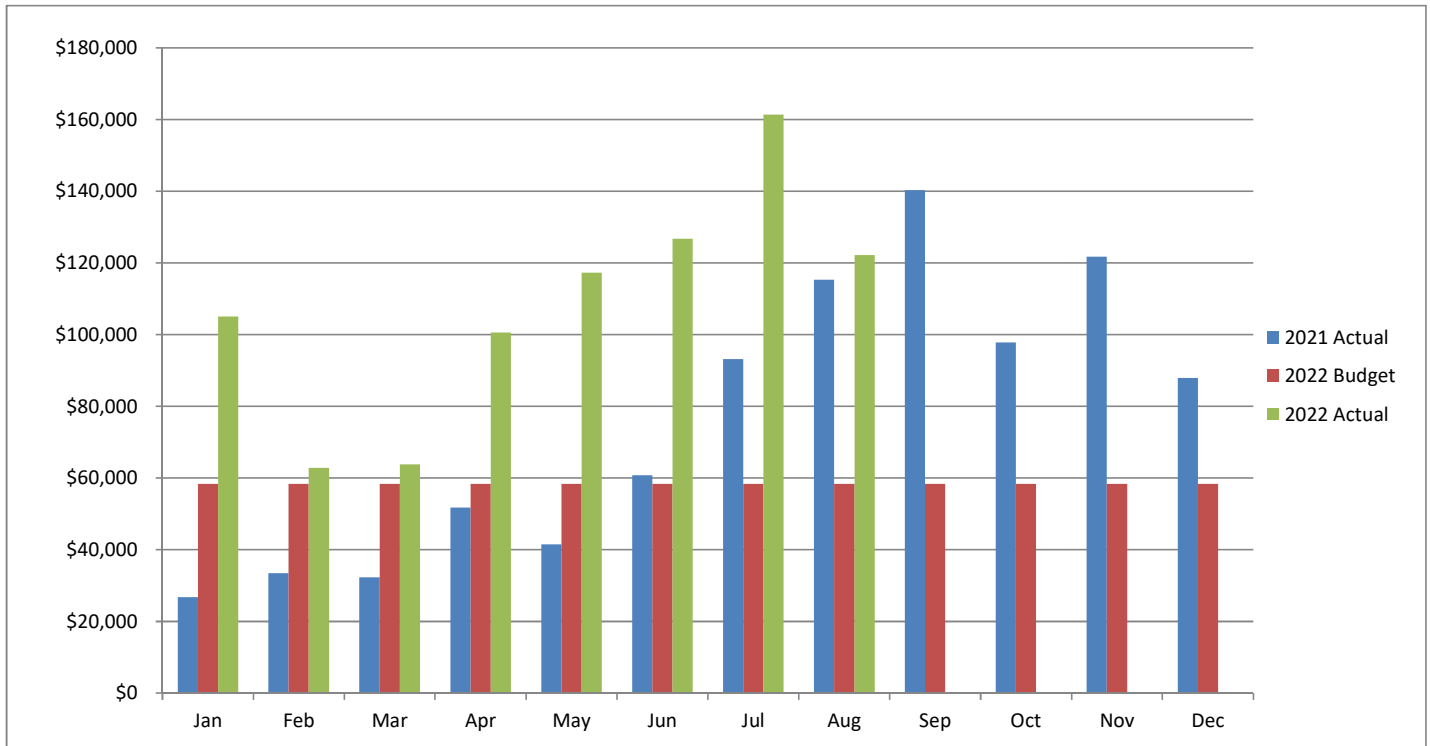
For the month of August, General Fund revenues totaled \$3,534,805 and expenditures totaled \$3,988,965 resulting in a deficit of \$454,160.

Revenues: August year-to-date figures are detailed in the table below. Property taxes are due in March and August every year. Licenses and Permits are over budget due to large-development building permits being paid. Intergovernmental is over budget due to increased state-shared revenues (sales tax & income tax) and second allotment of ARP money 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 under budget due to fair market values on investments being recorded.

| REVENUES | YEAR-TO-DATE | YEAR-TO-DATE | VARIANCE |
|----------------------|---------------|---------------|----------|
| | BUDGET | ACTUAL | |
| Taxes | \$ 24,203,470 | \$ 18,995,315 | -21.5% |
| Licenses & Permits | 1,205,800 | 1,567,112 | 30.0% |
| Intergovernmental | 13,404,993 | 17,697,042 | 32.0% |
| Charges for Services | 5,057,545 | 7,499,073 | 48.3% |
| Fines & Forfeits | 710,667 | 929,402 | 30.8% |
| Investments | 13,333 | (279,287) | -2194.7% |
| Miscellaneous | 264,333 | 353,940 | 33.9% |
| Operating Transfers | 136,667 | 117,589 | -14.0% |
| TOTAL | \$ 44,996,808 | \$ 46,880,188 | 4.2% |

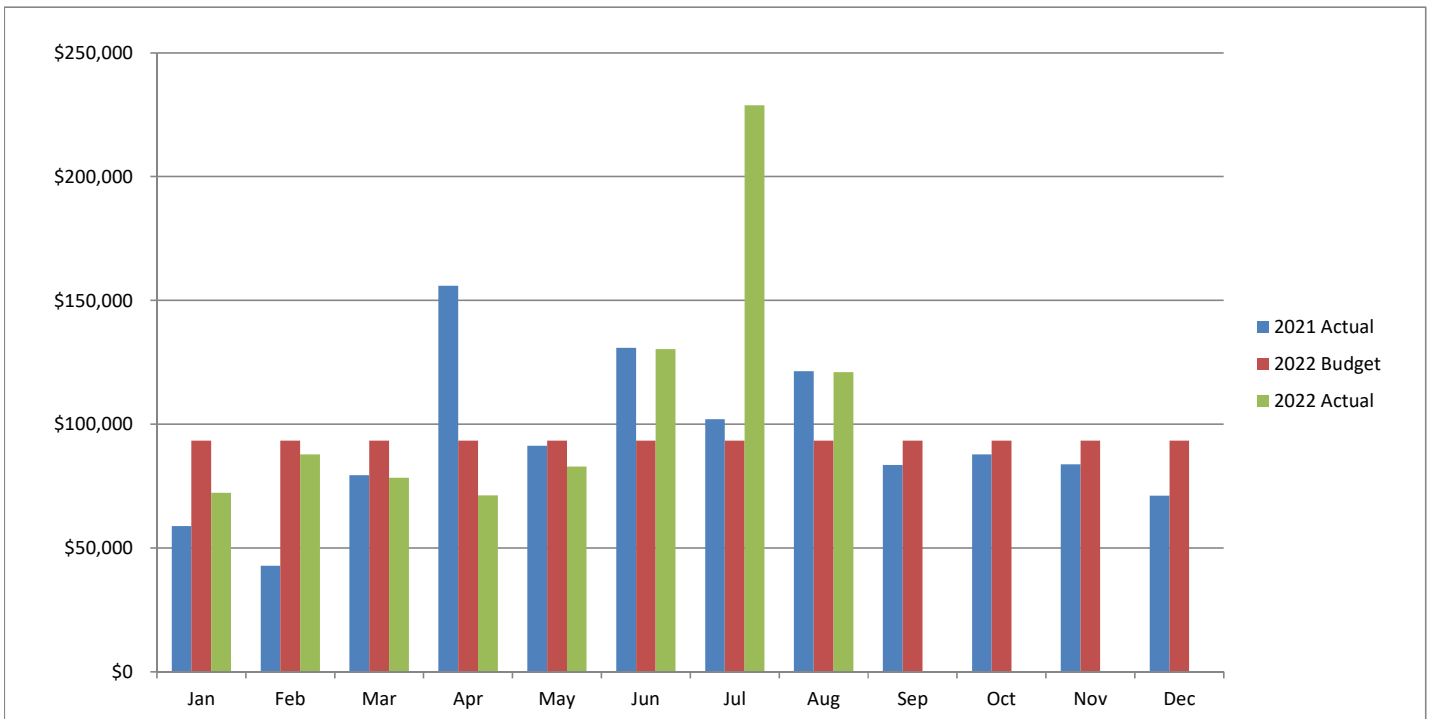


Hotel Tax



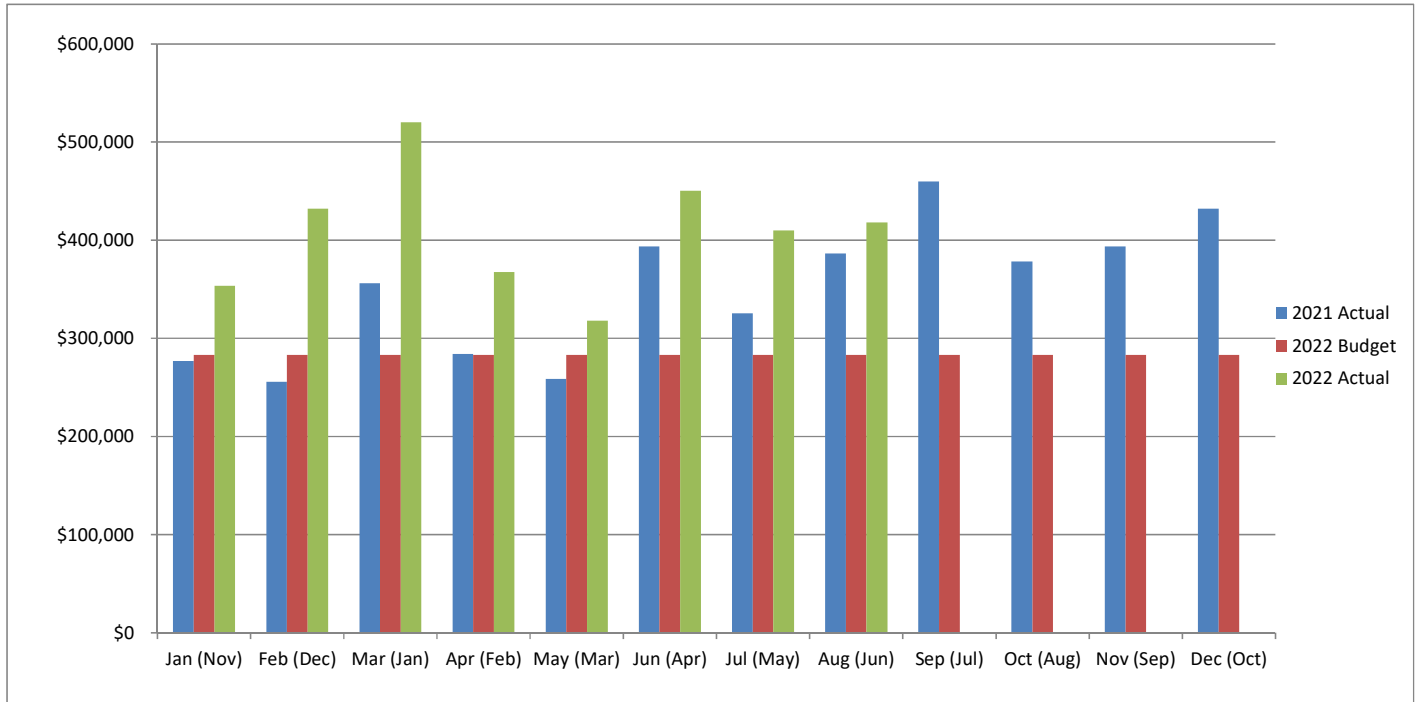
| <u>Month Received</u> | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | <u>Cumulative Variance 2022 Actual vs. Budget</u> |
|-----------------------|--------------------|--------------------|--------------------|---|
| Jan | \$ 26,728 | \$ 58,333 | \$ 104,998 | \$ 46,665 |
| Feb | 33,429 | 58,333 | 62,771 | 51,102 |
| Mar | 32,353 | 58,333 | 63,764 | 56,533 |
| Apr | 51,759 | 58,333 | 100,597 | 98,797 |
| May | 41,456 | 58,333 | 117,281 | 157,744 |
| Jun | 60,723 | 58,333 | 126,738 | 226,149 |
| Jul | 93,149 | 58,333 | 161,298 | 329,114 |
| Aug | 115,304 | 58,333 | 122,210 | 392,990 |
| Sep | 140,288 | 58,333 | | |
| Oct | 97,794 | 58,333 | | |
| Nov | 121,776 | 58,333 | | |
| Dec | 87,879 | 58,333 | | |
| YTD Totals | <u>\$ 902,638</u> | <u>\$ 700,000</u> | <u>\$ 859,657</u> | |

Real Estate Transfer Tax



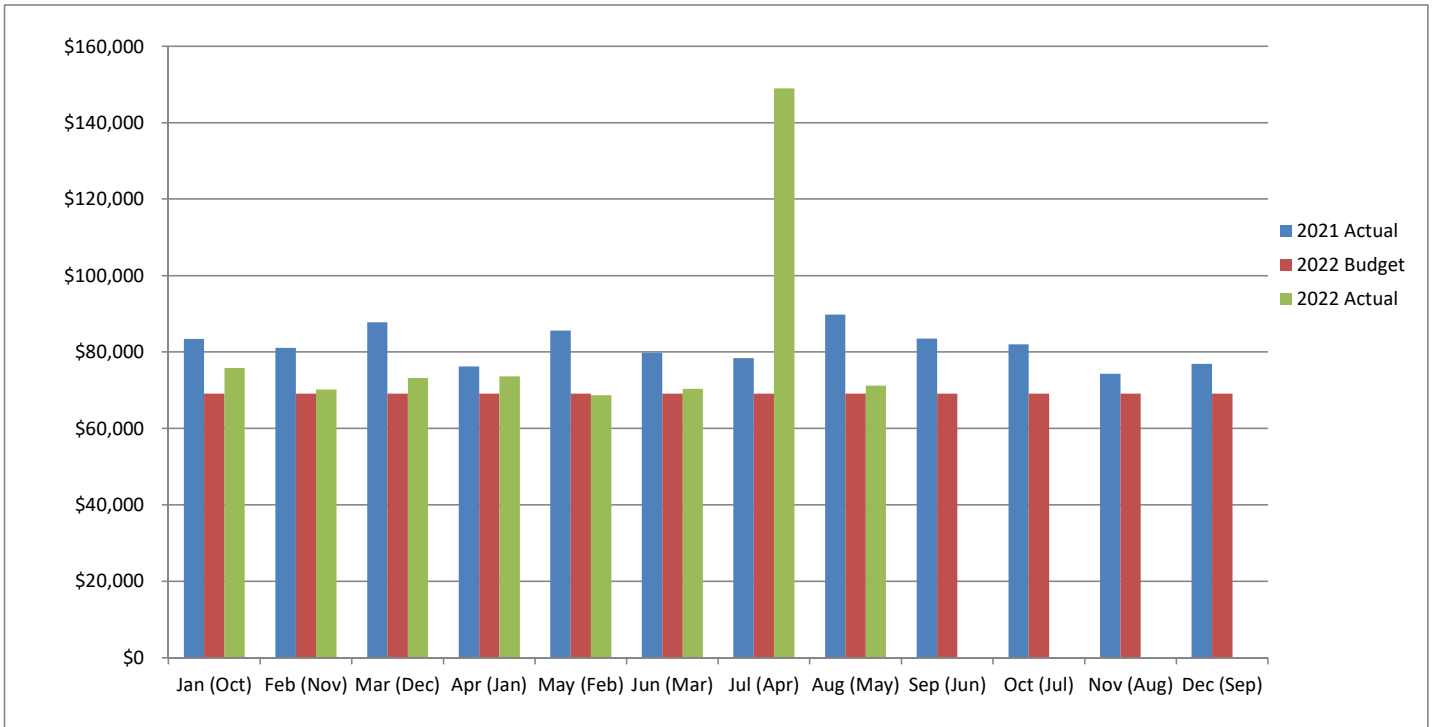
| <u>Month Received</u> | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | <u>Cumulative Variance 2022 Actual vs. Budget</u> |
|-----------------------|----------------------------|----------------------------|--------------------------|---|
| Jan | \$ 58,874 | \$ 93,333 | \$ 72,308 | \$ (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 | 71,332 | (63,465) |
| May | 91,208 | 93,333 | 82,864 | (73,935) |
| Jun | 130,918 | 93,333 | 130,405 | (36,863) |
| Jul | 102,084 | 93,333 | 228,727 | 98,531 |
| Aug | 121,433 | 93,333 | 121,014 | 126,211 |
| Sep | 83,592 | 93,333 | | |
| Oct | 87,820 | 93,333 | | |
| Nov | 83,818 | 93,333 | | |
| Dec | 71,060 | 93,333 | | |
| YTD Totals | <u><u>\$ 1,109,114</u></u> | <u><u>\$ 1,120,000</u></u> | <u><u>\$ 872,878</u></u> | |

Home Rule Sales Tax



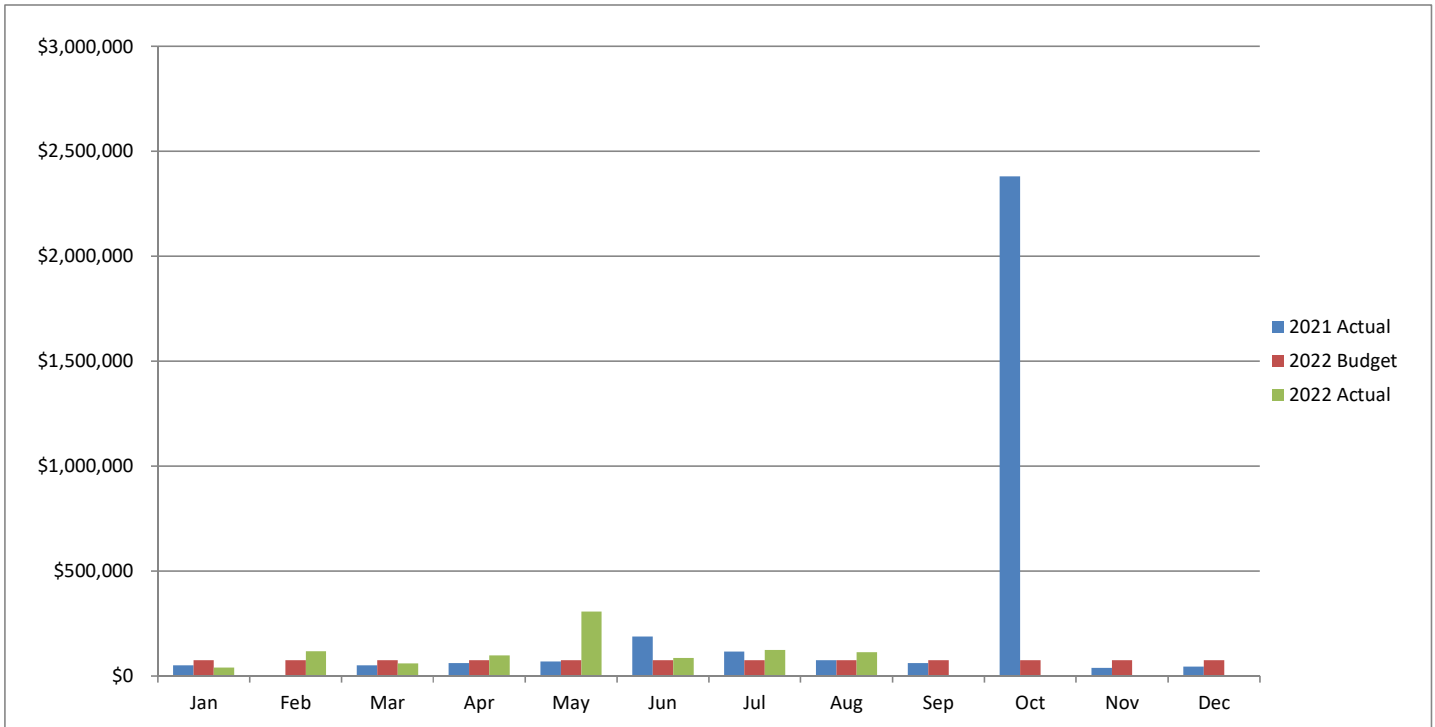
| <u>Month Received (Liability Period)</u> | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | <u>Cumulative Variance 2022 Actual vs. Budget</u> |
|--|---------------------|---------------------|---------------------|---|
| Jan (Nov) | \$ 277,151 | \$ 283,333 | \$ 353,582 | \$ 70,249 |
| 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 | 367,587 | 540,294 |
| May (Mar) | 258,679 | 283,333 | 318,176 | 575,136 |
| Jun (Apr) | 393,672 | 283,333 | 450,393 | 742,196 |
| Jul (May) | 325,491 | 283,333 | 409,881 | 868,744 |
| Aug (Jun) | 386,591 | 283,333 | 417,970 | 1,003,380 |
| Sep (Jul) | 459,956 | 283,333 | | |
| Oct (Aug) | 378,438 | 283,333 | | |
| Nov (Sep) | 393,756 | 283,333 | | |
| Dec (Oct) | 432,164 | 283,333 | | |
| YTD Totals | \$ 4,201,755 | \$ 3,400,000 | \$ 3,270,047 | |

Telecommunications Tax



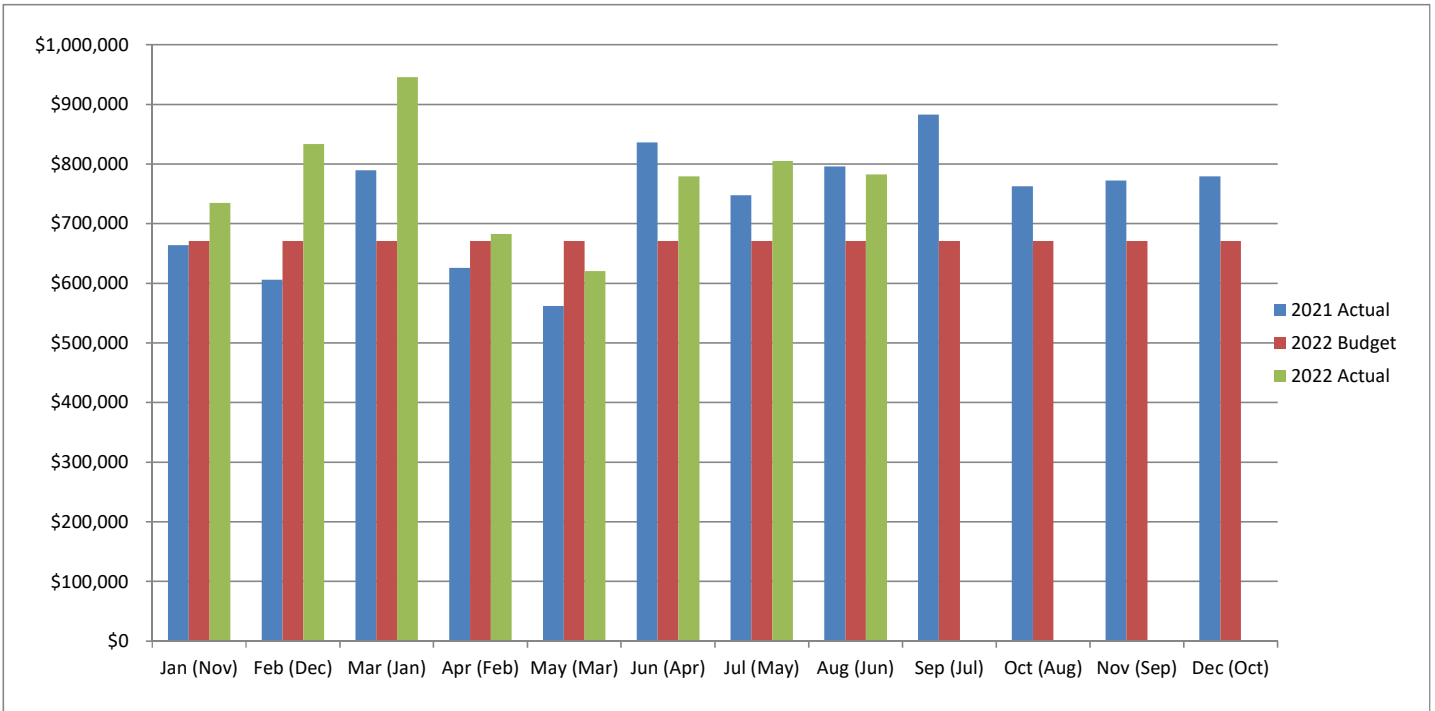
| Month Received (Liability Period) | 2021 Actual | 2022 Budget | 2022 Actual | Cumulative Variance 2022 Actual vs. Budget |
|--|--------------------|--------------------|--------------------|---|
| Jan (Oct) | \$ 83,469 | \$ 69,063 | \$ 75,843 | \$ 6,781 |
| Feb (Nov) | 81,074 | 69,063 | 70,137 | 7,855 |
| Mar (Dec) | 87,837 | 69,063 | 73,177 | 11,970 |
| Apr (Jan) | 76,255 | 69,063 | 73,687 | 16,594 |
| May (Feb) | 85,550 | 69,063 | 68,684 | 16,216 |
| Jun (Mar) | 79,812 | 69,063 | 70,325 | 17,478 |
| Jul (Apr) | 78,425 | 69,063 | 149,006 | 97,422 |
| Aug (May) | 89,827 | 69,063 | 71,232 | 99,591 |
| Sep (Jun) | 83,494 | 69,063 | | |
| Oct (Jul) | 81,979 | 69,063 | | |
| Nov (Aug) | 74,255 | 69,063 | | |
| Dec (Sep) | 76,904 | 69,063 | | |
| YTD Totals | \$ 978,880 | \$ 828,750 | \$ 652,091 | |

Building Permits



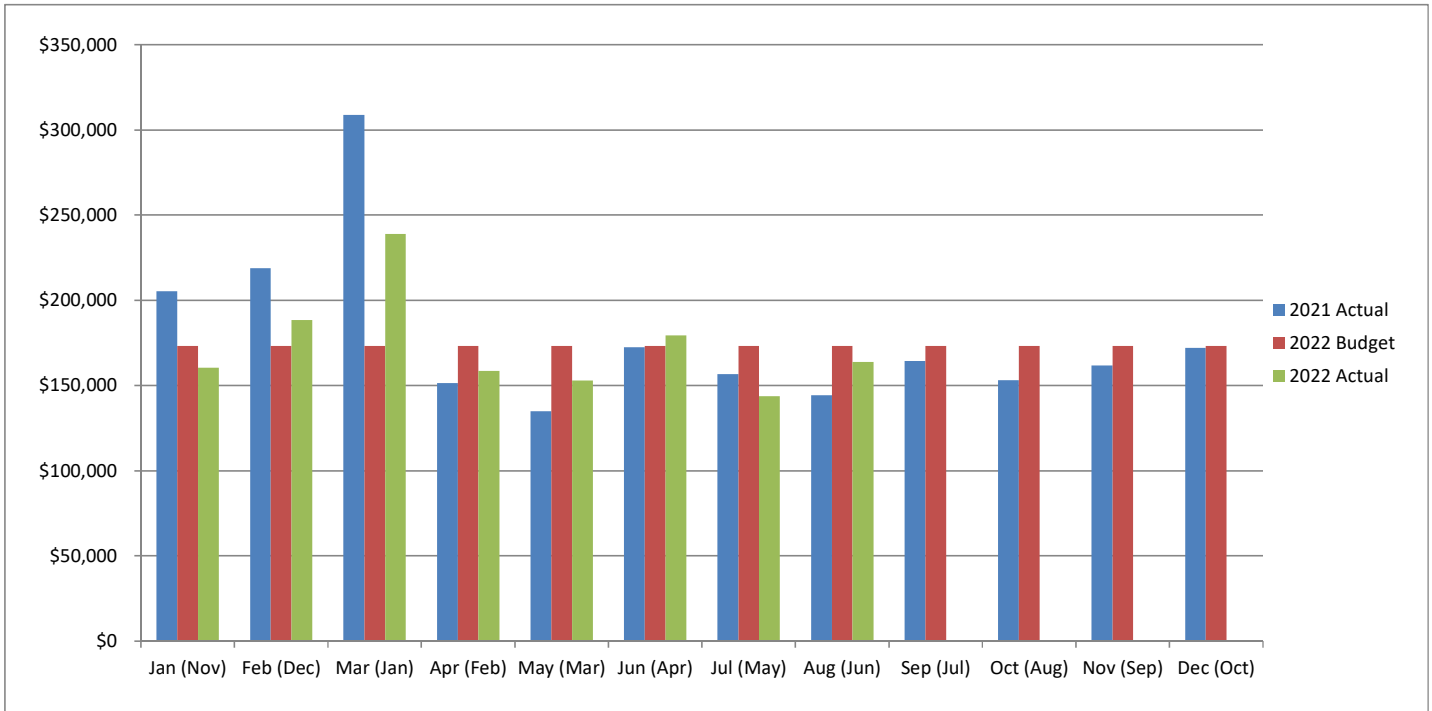
| <u>Month Received</u> | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | <u>Cumulative Variance 2022 Actual vs. Budget</u> |
|-----------------------|---------------------|--------------------|--------------------|---|
| Jan | \$ 51,733 | \$ 75,000 | \$ 39,197 | \$ (35,803) |
| Feb | 3,842 | 75,000 | 117,640 | 6,837 |
| Mar | 50,114 | 75,000 | 60,345 | (7,818) |
| Apr | 61,384 | 75,000 | 98,154 | 15,336 |
| May | 69,400 | 75,000 | 306,816 | 247,152 |
| Jun | 187,474 | 75,000 | 85,170 | 257,322 |
| Jul | 116,332 | 75,000 | 123,600 | 305,922 |
| Aug | 75,393 | 75,000 | 113,499 | 344,421 |
| Sep | 61,073 | 75,000 | | |
| Oct | 2,381,339 | 75,000 | | |
| Nov | 38,116 | 75,000 | | |
| Dec | 43,724 | 75,000 | | |
| YTD Totals | <u>\$ 3,139,925</u> | <u>\$ 900,000</u> | <u>\$ 944,421</u> | |

State Sales Tax



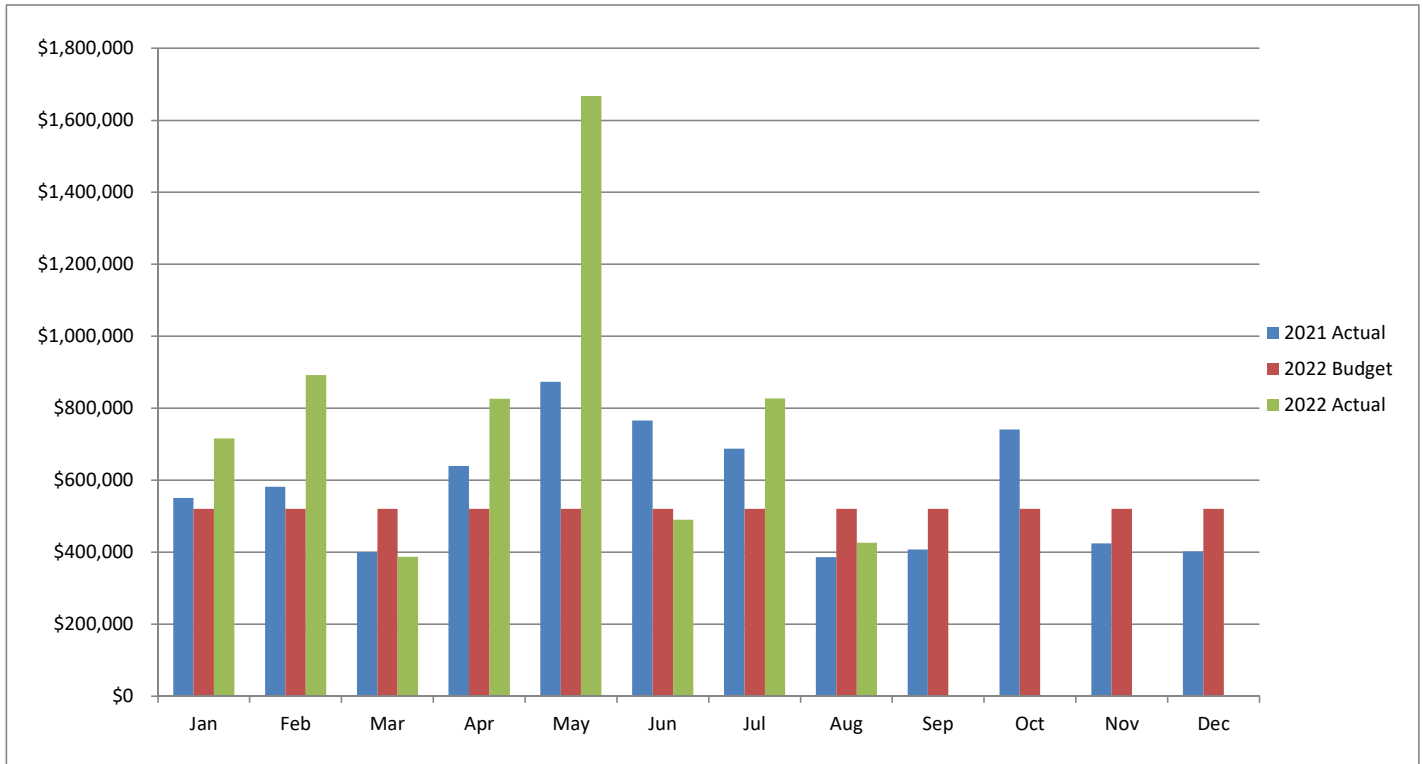
| Month Received (Liability Period) | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | Cumulative Variance 2022 Actual vs. Budget |
|--|----------------------------|----------------------------|----------------------------|---|
| Jan (Nov) | \$ 664,123 | \$ 670,833 | \$ 734,819 | \$ 63,986 |
| 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 | 682,782 | 513,182 |
| May (Mar) | 561,998 | 670,833 | 620,453 | 462,801 |
| Jun (Apr) | 836,399 | 670,833 | 779,140 | 571,108 |
| Jul (May) | 747,727 | 670,833 | 804,930 | 705,205 |
| Aug (Jun) | 795,690 | 670,833 | 782,619 | 816,990 |
| Sep (Jul) | 882,995 | 670,833 | | |
| Oct (Aug) | 762,898 | 670,833 | | |
| Nov (Sep) | 772,275 | 670,833 | | |
| Dec (Oct) | 779,126 | 670,833 | | |
| YTD Totals | <u>\$ 8,825,176</u> | <u>\$ 8,050,000</u> | <u>\$ 6,183,657</u> | |

Local Use Tax



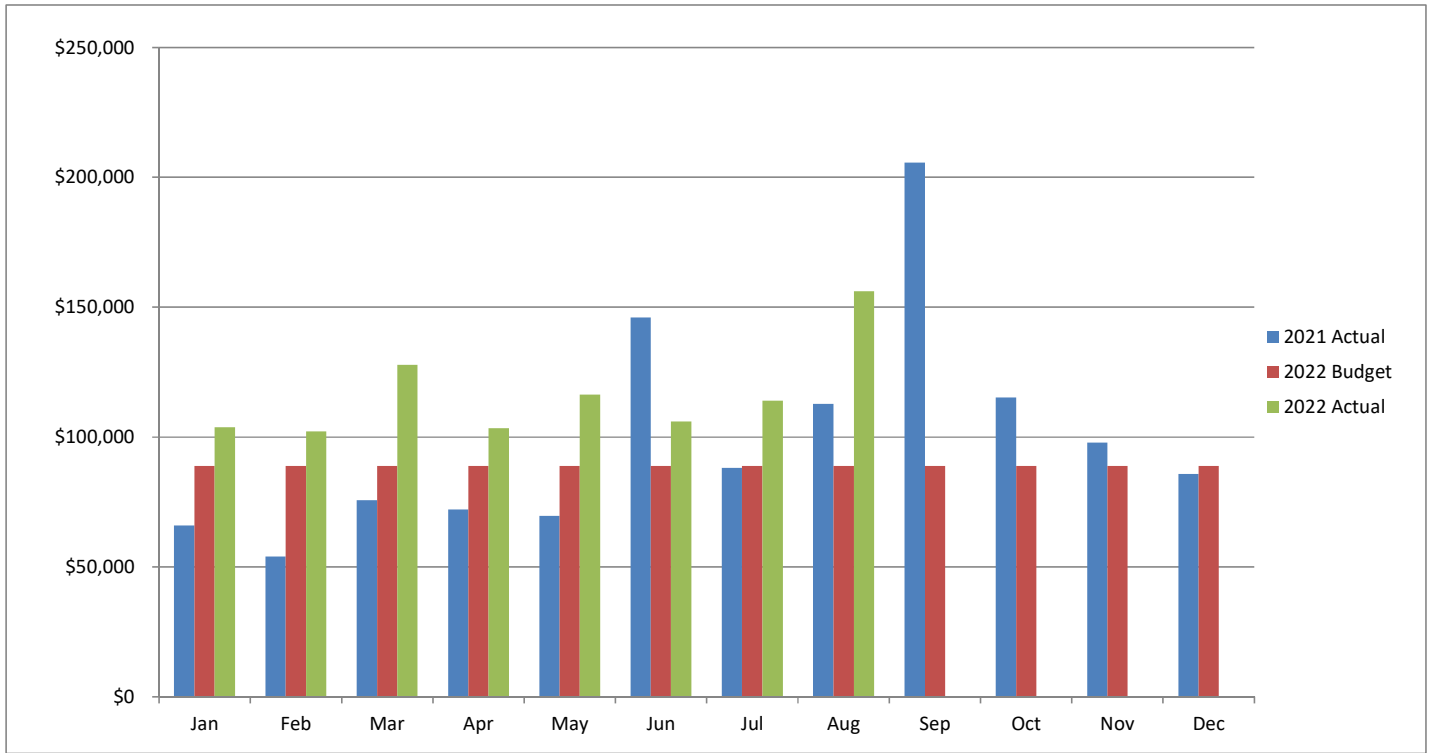
| Month Received (Liability Period) | <u>2021 Actual</u> | <u>2022 Budget</u> | <u>2022 Actual</u> | Cumulative Variance 2022 Actual vs. Budget |
|--|----------------------------|----------------------------|----------------------------|---|
| Jan (Nov) | \$ 205,303 | \$ 173,333 | \$ 160,453 | \$ (12,880) |
| 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 | 158,454 | 53,007 |
| May (Mar) | 134,964 | 173,333 | 152,980 | 32,653 |
| Jun (Apr) | 172,542 | 173,333 | 179,422 | 38,742 |
| Jul (May) | 156,763 | 173,333 | 143,689 | 9,098 |
| Aug (Jun) | 144,290 | 173,333 | 163,822 | (414) |
| Sep (Jul) | 164,455 | 173,333 | | |
| Oct (Aug) | 153,153 | 173,333 | | |
| Nov (Sep) | 161,665 | 173,333 | | |
| Dec (Oct) | 172,088 | 173,333 | | |
| YTD Totals | <u>\$ 2,144,076</u> | <u>\$ 2,080,000</u> | <u>\$ 1,386,253</u> | |

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 | 826,402 | 741,415 |
| May | Apr-21 | 873,242 | May | 520,000 | Apr-22 | 1,667,417 | 1,888,832 |
| Jun | May-21 | 766,180 | Jun | 520,000 | May-22 | 489,814 | 1,858,646 |
| Jul | Jun-21 | 687,333 | Jul | 520,000 | Jun-22 | 826,889 | 2,165,535 |
| Aug | Jul-21 | 385,948 | Aug | 520,000 | Jul-22 | 425,895 | 2,071,430 |
| 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 | | |
| YTD Totals | | <u><u>\$ 6,859,692</u></u> | | <u><u>\$ 6,240,000</u></u> | | <u><u>\$ 6,231,430</u></u> | |

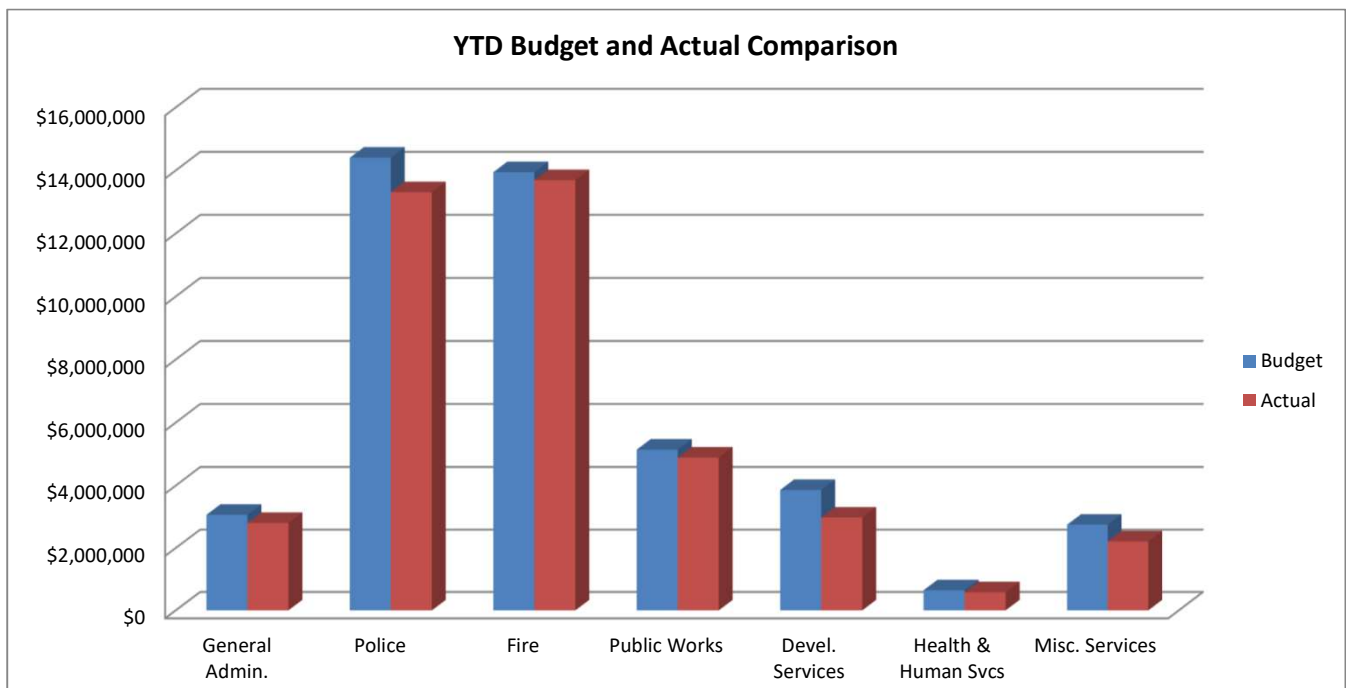
Fines



| <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 | 103,372 | 81,735 |
| May | 69,575 | 88,833 | 116,275 | 109,176 |
| Jun | 146,084 | 88,833 | 105,961 | 126,304 |
| Jul | 88,057 | 88,833 | 113,960 | 151,431 |
| Aug | 112,832 | 88,833 | 156,138 | 218,735 |
| Sep | 205,698 | 88,833 | | |
| Oct | 115,289 | 88,833 | | |
| Nov | 97,807 | 88,833 | | |
| Dec | 85,867 | 88,833 | | |
| YTD Totals | \$ 1,189,021 | \$ 1,066,000 | \$ 929,402 | |

Expenditures: General Fund expenditures in August were \$1,466,081 below the budgeted figure of \$5,455,047. 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.

| EXPENDITURES | YEAR-TO-DATE | | VARIANCE |
|----------------------|----------------------|----------------------|-------------|
| | BUDGET | ACTUAL | |
| Legislative | \$ 282,507 | \$ 248,542 | 12.0% |
| Administration | 662,833 | 562,291 | 15.2% |
| Legal | 363,793 | 345,222 | 5.1% |
| Finance | 850,867 | 795,906 | 6.5% |
| Village Clerk | 163,873 | 149,874 | 8.5% |
| HRM | 422,993 | 385,815 | 8.8% |
| Communications | 260,573 | 255,111 | 2.1% |
| Emergency Operations | 57,473 | 60,666 | -5.6% |
| Police | 14,405,460 | 13,311,785 | 7.6% |
| Fire | 13,944,873 | 13,693,728 | 1.8% |
| Public Works | 5,142,647 | 4,890,755 | 4.9% |
| Development Services | 3,862,467 | 2,977,037 | 22.9% |
| H&HS | 649,173 | 582,980 | 10.2% |
| Miscellaneous | 2,749,608 | 2,213,933 | 19.5% |
| TOTAL | \$ 43,819,141 | \$ 40,473,644 | 7.6% |



Department News

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

- The Budget Team (Village Manager, Deputy Village Manager, Assistant Village Manager, Finance Director, Assistant Finance Director, and Administrative Intern) started their initial budget review meetings with Departments for the FY2023 operating and capital budgets.
- Attended several IGFOA Professional Education Committee planning meetings, including several related to the upcoming Fall State Conference. Also attended the quarterly IGFOA Executive Board to provide a report on all the training happening throughout the state (Finance Director).

Respectfully Submitted,

A handwritten signature in black ink that reads "Rachel Musiala". The signature is written in a cursive, flowing style.

Rachel Musiala

MONTHLY REPORT STATISTICS

August-22

| | <u>Aug-22</u> | <u>YTD Aug-22</u> | <u>Aug-21</u> | <u>YTD Aug-21</u> | <u>% Inc / Dec</u> | |
|--|---------------|-------------------|---------------|-------------------|--------------------|-------------|
| | | | | | <u>Month</u> | <u>Year</u> |
| <u>Credit Card Transactions</u> | | | | | | |
| Finance and Code Front Counter | | | | | | |
| Number | 327 | 2,291 | 390 | 2,581 | -16.2% | -11.2% |
| Amount | \$ 48,569 | 323,826 | \$ 60,658 | 485,763 | -19.9% | -33.3% |
| Internet Sales | | | | | | |
| Number | 2,555 | 21,053 | 2,684 | 20,381 | -4.8% | 3.3% |
| Amount | \$ 380,481 | 3,127,564 | \$ 400,094 | 2,666,176 | -4.9% | 17.3% |
| Total | | | | | | |
| Number | 2,882 | 23,344 | 3,074 | 22,962 | -6.2% | 1.7% |
| Amount | \$ 429,050 | 3,451,390 | \$ 460,752 | \$ 3,151,939 | -6.9% | 9.5% |
| Credit Card Company Fees | | | | | | |
| General Fund | \$ 91 | 822 | \$ 37 | 292 | 150.5% | 181.4% |
| Water Fund | 6,371 | 44,204 | 5,579 | 37,443 | 14.2% | 18.1% |
| Total Fees | \$ 6,463 | \$ 45,026 | \$ 5,615 | \$ 37,735 | 15.1% | 19.3% |
| <u>Accounts Receivable</u> | | | | | | |
| Invoices Mailed | | | | | | |
| Number | 59 | 443 | 51 | 413 | 15.7% | 7.3% |
| Amount | \$ 789,659 | 6,378,883 | \$ 50,929 | 1,526,449 | 1450.5% | 317.9% |
| Invoices Paid | | | | | | |
| Number | 71 | 441 | 90 | 451 | -21.1% | -2.2% |
| Amount | \$ 823,576 | 6,366,274 | \$ 56,195 | 1,516,006 | 1365.6% | 319.9% |
| Reminders Sent | | | | | | |
| Number | 35 | 122 | 28 | 108 | 25.0% | 13.0% |
| Amount | \$ 42,536 | 139,143 | \$ 13,285 | 87,890 | 220.2% | 58.3% |
| <u>Accounts Payable</u> | | | | | | |
| Checks Issued | | | | | | |
| Number | 266 | 2,356 | 246 | 2,384 | 8.1% | -1.2% |
| Amount | \$ 1,910,859 | 12,200,545 | \$ 1,637,278 | 13,785,751 | 16.7% | -11.5% |
| Manual Checks Issued | | | | | | |
| Number | 15 | 139 | 19 | 145 | -21.1% | -4.1% |
| As % of Total Checks | 5.64% | 5.90% | 7.72% | 6.08% | -27.0% | -3.0% |
| Amount | \$ 20,129 | 2,094,550 | \$ 38,405 | 470,226 | -47.6% | 345.4% |
| As % of Total Checks | 1.05% | 17.17% | 2.35% | 3.41% | -55.1% | 403.3% |
| <u>Utility Billing</u> | | | | | | |
| New Utility Accounts | 114 | 758 | 142 | 899 | -19.7% | -15.7% |
| Bills Mailed / Active Accounts | 15,724 | 125,763 | 15,723 | 125,717 | 0.0% | 0.0% |
| Final Bills Mailed | 148 | 980 | 173 | 1,047 | -14.5% | -6.4% |
| Shut-Off Notices | 1,052 | 6,973 | 969 | 7,221 | N/A | -3.4% |
| Actual Shut-Offs | 27 | 163 | 22 | 22 | N/A | 640.9% |
| Total Billings | \$ 2,312,647 | 16,100,638 | \$ 2,381,820 | 15,951,910 | -2.9% | 0.9% |
| Direct Debit (ACH) Program | | | | | | |
| New Accounts | 11 | 370 | 11 | 546 | 0.0% | -32.2% |
| Total Accounts | 5,644 | 44,064 | 5,153 | 40,034 | 9.5% | 10.1% |
| As % of Active Accounts | 35.89% | 35.04% | 32.77% | 31.84% | 3.1% | 10.0% |
| Water Payments Received in Current Month | | | | | | |
| Total Bills Mailed | 15,724 | 125,763 | 15,723 | 125,717 | 0.0% | 0.0% |
| ACH Payments | 5,644 | 44,064 | 5,153 | 40,034 | 9.5% | 10.1% |
| ACH Payments-% of Total Bills | 35.89% | 35.04% | 32.77% | 31.84% | 9.5% | 10.0% |
| On-line Payments (Internet Sales) | 1,943 | 16,175 | 2,079 | 15,668 | -6.5% | 3.2% |
| On-line Payments-% of Total Bills | 12.36% | 12.86% | 13.22% | 12.46% | -6.5% | 3.2% |
| Over-the-phone Payments | 502 | 3,730 | 460 | 3,713 | 9.1% | 0.5% |
| Over-the-phone Payments-% of Total Bills | 3.19% | 2.97% | 2.93% | 2.95% | 9.1% | 0.4% |
| Mail-in Payments | 7,380 | 59,670 | 8,011 | 64,261 | -7.9% | -7.1% |
| Mail-in Payments-% of Total Bills | 46.93% | 47.45% | 50.95% | 51.12% | -7.9% | -7.2% |

WATER BILLING ANALYSIS
August 31, 2022

Residential Billings
Average Monthly Consumption/Customer

| <u>Month Billed</u> | <u>2019-2020</u> | <u>2020-2021</u> | <u>2021-2022</u> |
|---------------------|------------------|------------------|------------------|
| 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 |
| April | 4,423 | 4,254 | 4,186 |
| May | 4,504 | 4,317 | 4,195 |
| June | 5,114 | 5,135 | 4,430 |
| July | 5,545 | 5,707 | 5,072 |
| August | 5,718 | 5,630 | 5,085 |
| 13 Month Average - | 4,664 | 4,871 | 4,601 |
| % Change - | 4.3% | 4.5% | -5.5% |

Total Water Customers

Average Bill

| <u>Customer Type</u> | <u>Aug-21</u> | | | <u>Customer Type</u> | <u>Aug-21</u> | | |
|----------------------|---------------|---------------|-----------------|----------------------|---------------|---------------|-----------------|
| | <u>Aug-21</u> | <u>Aug-22</u> | <u>% Change</u> | | <u>Aug-21</u> | <u>Aug-22</u> | <u>% Change</u> |
| Residential | 14,825 | 14,828 | 0.0% | Residential | \$ 79.77 | \$ 75.19 | -5.7% |
| Commercial | 898 | 896 | -0.2% | | | | |
| Total | 15,723 | 15,724 | 0.0% | | | | |

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

| | <u>Month-To-Date</u> | | | | <u>Year-To-Date</u> | | |
|-------------|----------------------|---------------|-----------------|-------------|---------------------|---------------|-----------------|
| | <u>Aug-21</u> | <u>Aug-22</u> | <u>% Change</u> | | <u>Aug-21</u> | <u>Aug-22</u> | <u>% Change</u> |
| Residential | 84 | 75 | -12.0% | Residential | 566 | 531 | -6.2% |
| Commercial | 57 | 55 | -3.6% | Commercial | 331 | 338 | 2.1% |
| | 141 | 130 | -7.8% | | 897 | 869 | -3.1% |

STATEMENT OF INVESTMENTS-VILLAGE
As of August 31, 2022

| Fund | Investment Date | Maturity Date | Book Value | Market Value | Maturity Value | Rate of Interest |
|---|------------------------|----------------------|-------------------|---------------------|-----------------------|-------------------------|
| <u>General Fund</u> | | | | | | |
| Illinois Funds - General | 09/30/86 | | 9,596,096.08 | | | 2.180 |
| Illinois Funds - Veterans Memorial | 05/01/92 | | 315.99 | | | 2.180 |
| Treasury Bills/Municipal Bonds | 08/09/21 | | 9,851,557.05 | 9,222,153.45 | 9,602,400.00 | 0.780 |
| PMA iPrime | 11/07/08 | | 10,105,445.86 | | | 0.780 |
| | | | 29,553,414.98 | | | |
| <u>Motor Fuel Tax</u> | | | | | | |
| Illinois Funds | 09/30/86 | | 570,701.95 | | | 2.180 |
| <u>Asset Seizure - State</u> | | | | | | |
| Illinois Funds | 11/30/98 | | 56,315.87 | | | 2.180 |
| <u>Asset Seizure - BATTLE</u> | | | | | | |
| Illinois Funds | 07/10/08 | | 913.16 | | | 2.180 |
| <u>Municipal Waste System</u> | | | | | | |
| Illinois Funds | 08/31/98 | | 8,027.47 | | | 2.180 |
| <u>2015A & 2015C G.O.D. S.</u> | | | | | | |
| PMA iPrime | 08/01/21 | | 787,130.98 | | | 0.780 |
| <u>Central Road Corridor Improv.</u> | | | | | | |
| Illinois Funds | 12/15/88 | | 9,868.97 | | | 2.180 |
| PMA iPrime | 11/07/08 | | 3,795.47 | | | 0.780 |
| | | | 13,664.44 | | | |
| <u>Hoffman Blvd Bridge Maintenance</u> | | | | | | |
| Illinois Funds | 07/01/98 | | 11,330.38 | | | 2.180 |
| <u>Western Corridor</u> | | | | | | |
| Illinois Funds | 06/30/01 | | 38,836.29 | | | 2.180 |
| Treasury Bills | 08/09/21 | | 2,247,953.13 | 2,149,120.99 | 2,255,000.00 | 0.78 |
| | | | 3,183,526.39 | | | |
| <u>Prairie Stone Capital</u> | | | | | | |
| Illinois Funds | 08/22/91 | | 628,250.68 | | | 2.180 |
| PMA iPrime | 02/10/11 | | 91,924.38 | | | 0.780 |
| | | | 720,175.06 | | | |

STATEMENT OF INVESTMENTS-VILLAGE
As of August 31, 2022

| Fund | Investment Date | Maturity Date | Book Value | Market Value | Maturity Value | Rate of Interest |
|--|------------------------|----------------------|-------------------|---------------------|-----------------------|-------------------------|
| <u>Road Improvement</u> | | | | | | |
| Illinois Funds | 01/01/15 | | 3,058,304.74 | | | |
| Treasury Bills | 08/09/21 | | 740,377.17 | 703,323.38 | 778,800.00 | 0.780 |
| | | | 4,947,531.24 | | | |
| <u>Capital Improvements</u> | | | | | | |
| Illinois Funds | 12/31/96 | | 26,422.17 | | | 2.180 |
| <u>Capital Vehicle & Equipment</u> | | | | | | |
| Illinois Funds | 12/31/96 | | 23,615.94 | | | 2.180 |
| PMA iPrime | 01/07/09 | | 61,521.49 | | | 0.780 |
| | | | 85,137.43 | | | |
| <u>Capital Replacement</u> | | | | | | |
| Illinois Funds | 02/01/98 | | 5,034,336.02 | | | 2.180 |
| PMA iPrime | 11/07/08 | | 30,331.84 | 234,397.40 | 249,000.00 | 0.780 |
| | | | 5,313,667.86 | | | |
| <u>Water and Sewer</u> | | | | | | |
| Illinois Funds | 09/30/86 | | 10,321.47 | | | 2.180 |
| Treasury Bills | 08/09/21 | | 740,377.17 | 703,323.38 | 778,800.00 | 0.780 |
| PMA iPrime | 11/07/08 | | 14,955.02 | | | 0.780 |
| Chase Money Market | 03/06/18 | | 9,536,554.28 | | | 1.880 |
| | | | 10,302,207.94 | | | |
| <u>Water and Sewer-2017 Bond Projects</u> | | | | | | |
| PMA iPrime | 09/13/17 | | 2,179,646.99 | | | 0.780 |
| <u>Water and Sewer-2019 Bond Projects</u> | | | | | | |
| PMA iPrime | 09/13/17 | | 540,120.00 | | | 0.780 |
| <u>Now Arena Operating</u> | | | | | | |
| Illinois Funds | | | 29.09 | | | |
| PMA iPrime | | | 2,501,301.74 | | | 2.180 |
| | | | 3,756,694.25 | | | 0.780 |
| <u>Now Arena</u> | | | | | | |
| H.E. Community Bank-MaxSafe | | | 875,738.44 | | | |
| <u>Insurance</u> | | | | | | |
| Illinois Funds | 11/10/87 | | 16,557.24 | | | 2.180 |
| Treasury Bills | 08/09/21 | | 1,241,197.38 | 1,442,757.68 | 1,466,000.00 | 0.780 |
| | | | 1,526,134.10 | | | |

STATEMENT OF INVESTMENTS-VILLAGE
As of August 31, 2022

| Fund | Investment Date | Maturity Date | Book Value | Market Value | Maturity Value | Rate of Interest |
|--|-----------------|---------------|------------------|--------------------------------|----------------|------------------|
| <u>Information Technology</u> | | | | | | |
| Illinois Funds | 02/01/98 | | 81,678.09 | | | 2.180 |
| Municipal Bonds | 08/09/21 | | 361,960.20 | 341,984.70 | 345,000.00 | 0.780 |
| | | | 453,123.27 | | | |
| <u>Roselle Road TIF</u> | | | | | | |
| Illinois Funds | 09/30/03 | | 7,669.03 | | | 2.180 |
| Chase Money Market | | | 1,004,619.59 | | | 1.880 |
| PMA iPrime | 11/07/08 | | 115,461.12 | | | 0.780 |
| | | | 1,127,749.74 | | | |
| <u>Barr./Higgins TIF</u> | | | | | | |
| Illinois Funds | 08/26/91 | | 119,887.34 | | | 2.180 |
| Chase Money Market | | | 200,923.94 | | | 1.880 |
| | | | 320,811.28 | | | |
| <u>2019 Captial Project Fund</u> | | | | | | |
| PMA iPrime | 09/13/17 | | 10,639.53 | | | 0.780 |
| Total Investments | | | \$ 66,370,824.92 | | | |
| Total Invested Per Institution | | | | <u>Percent Invested</u> | | |
| Illinois Funds | | | 19,299,477.97 | 29.08 | | |
| Chase Money Market | | | 13,142,409.20 | 19.80 | | |
| CD with PMA | | | 499,104.26 | 0.75 | | |
| HE Community Bank-MaxSafe | | | 875,738.44 | 1.32 | | |
| Treasury Bills/Municipal Bonds | | | 15,183,422.10 | 22.88 | | |
| ISC at PMA | | | 17,370,672.95 | 26.17 | | |
| | | | \$66,370,824.92 | 100.00 | | |
| Total Invested Per Fund | | | | | | |
| Total Investments - Operating Funds | | | | \$48,551,832.45 | | |
| Total Investments - Debt Service Funds | | | | 787,130.98 | | |
| Total Investments - Capital Projects Funds | | | | \$17,031,861.49 | | |
| Total Investments - All Funds | | | | \$66,370,824.92 | | |

PMA INVESTMENTS

August 31, 2022

| | Settlement | Maturity | Cost | Interest Rate |
|------------------------------------|------------|---------------|---------------------|---------------|
| GENERAL FUND | | | | |
| US Treasury N/B (52639) | 05/06/22 | 02/15/23 | 996,190 | 1.375% |
| 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% |
| GENERAL FUND TOTALS: | | | \$9,851,557 | |
| WESTERN CORRIDOR FUND | | | | |
| US Treasury N/B (48770) | 08/10/21 | 02/15/24 | 2,247,953 | 0.125% |
| WESTERN CORRIDOR TOTALS: | | | \$2,247,953 | |
| ROAD IMPROVEMENT FUND | | | | |
| US Treasury N/B (50976) | 02/24/22 | 02/28/26 | 740,377 | 0.500% |
| ROAD IMPROVEMENT TOTALS: | | | \$740,377 | |
| CAPTIAL REPLACEMENT FUND | | | | |
| Hanmi Bank | 08/17/21 | 08/19/24 | 249,000 | 0.300% |
| CAPTIAL REPLACEMENT TOTALS: | | | \$249,000 | |
| WATER & SEWER FUND | | | | |
| US Treasury N/B (50976) | 02/24/22 | 02/28/26 | 740,377 | 0.500% |
| WATER & SEWER TOTALS: | | | \$740,377 | |
| INSURANCE FUND | | | | |
| 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% |
| INSURANCE TOTALS | | | \$1,491,302 | |
| INFORMATION SYSTEM FUND | | | | |
| St Helena USD-A2-TXBL MUNI Bond | 08/12/21 | 08/01/23 | 361,960 | 2.744% |
| INFORMATION SYSTEM TOTALS: | | | \$361,960 | |
| | | TOTAL: | \$15,682,526 | |

OPERATING REPORT SUMMARY

REVENUES

August 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> | | | |
| General Fund | | | | | | | |
| Property Taxes | 3,000,000 | - | 12,000,000 | 6,752,626 | 15,154,510 | 44.6% | |
| Hotel Tax | 58,333 | 122,210 | 466,667 | 859,658 | 700,000 | 122.8% | |
| Real Estate Transfer Tax | 93,333 | 121,014 | 746,667 | 872,877 | 1,120,000 | 77.9% | |
| Home Rule Sales Tax | 283,333 | 417,970 | 2,266,667 | 3,270,045 | 3,400,000 | 96.2% | |
| Telecommunications Tax | 69,063 | 71,232 | 552,500 | 652,101 | 828,750 | 78.7% | |
| Property Tax - Fire | 1,259,250 | - | 3,259,250 | 2,613,476 | 4,459,250 | 58.6% | |
| Property Tax - Police | 1,500,000 | - | 4,250,000 | 3,325,801 | 5,969,490 | 55.7% | |
| Other Taxes | 82,715 | 105,640 | 661,720 | 648,731 | 992,580 | 65.4% | |
| Total Taxes | 6,346,028 | 838,066 | 24,203,470 | 18,995,315 | 32,624,580 | 58.2% | |
| Business Licenses | 40,000 | 39,622 | 355,000 | 359,495 | 380,000 | 94.6% | |
| Liquor Licenses | - | 2,685 | 245,000 | 262,397 | 275,000 | 95.4% | |
| Building Permits | 75,000 | 113,499 | 600,000 | 944,421 | 900,000 | 104.9% | |
| Other Licenses & Permits | 725 | 73 | 5,800 | 799 | 8,700 | 9.2% | |
| Total Licenses & Permits | 115,725 | 155,878 | 1,205,800 | 1,567,112 | 1,563,700 | 100.2% | |
| Sales Tax | 670,833 | 782,619 | 5,366,667 | 6,183,657 | 8,050,000 | 76.8% | |
| Local Use Tax | 173,333 | 163,822 | 1,386,667 | 1,386,251 | 2,080,000 | 66.6% | |
| State Income Tax | 520,000 | 425,895 | 4,160,000 | 6,231,430 | 6,240,000 | 99.9% | |
| Replacement Tax | 29,317 | 19,652 | 234,533 | 760,009 | 351,800 | 216.0% | |
| Other Intergovernmental | 282,141 | 14,588 | 2,257,127 | 3,135,696 | 3,385,690 | 92.6% | |
| Total Intergovernmental | 1,675,624 | 1,406,576 | 13,404,993 | 17,697,042 | 20,107,490 | 88.0% | |
| Engineering Fees | 25,000 | 13,209 | 200,000 | 183,280 | 300,000 | 61.1% | |
| Ambulance Fees | 116,667 | 127,800 | 933,333 | 1,112,587 | 1,400,000 | 79.5% | |
| GEMT Income | 66,667 | 358,498 | 533,333 | 2,662,778 | 800,000 | | |
| Police Hireback | 31,250 | 5,029 | 250,000 | 250,511 | 375,000 | 66.8% | |
| Lease Payments | 47,808 | 69,511 | 382,460 | 532,392 | 573,690 | 92.8% | |
| Cable TV Fees | 146,000 | 142,922 | 534,500 | 522,768 | 712,000 | 73.4% | |
| 4th of July Proceeds | 46,285 | 46,285 | 144,085 | 144,085 | 87,750 | 164.2% | |
| Employee Payments | 141,667 | 85,560 | 1,133,333 | 1,048,326 | 1,700,000 | 61.7% | |
| Hireback - Arena | 8,813 | - | 70,500 | 147,348 | 105,750 | 139.3% | |
| Rental Inspection Fees | - | 4,269 | 225,000 | 188,869 | 275,000 | 68.7% | |
| Other Charges for Services | 81,375 | 90,275 | 651,000 | 706,129 | 976,500 | 72.3% | |
| Total Charges for Services | 711,530 | 943,358 | 5,057,545 | 7,499,073 | 7,305,690 | 102.6% | |
| Court Fines-County | 10,000 | 7,861 | 80,000 | 61,186 | 120,000 | 51.0% | |
| Ticket Fines-Village | 16,667 | 57,765 | 133,333 | 199,154 | 200,000 | 99.6% | |
| Overweight Truck Fines | 500 | 1,840 | 4,000 | 7,070 | 6,000 | 117.8% | |
| Red Light Camera Revenue | 55,833 | 85,476 | 446,667 | 631,519 | 670,000 | 94.3% | |
| Local Debt Recovery | 5,833 | 3,195 | 46,667 | 30,474 | 70,000 | 43.5% | |
| Total Fines & Forfeits | 88,833 | 156,138 | 710,667 | 929,402 | 1,066,000 | 87.2% | |
| Total Investment Earnings | 1,667 | (41,585) | 13,333 | (279,287) | 20,000 | -1396.4% | |
| Reimburse/Recoveries | 12,500 | 30,950 | 100,000 | 138,094 | 150,000 | 92.1% | |
| S.Barrington Fuel Reimbursement | 2,500 | 3,779 | 20,000 | 30,658 | 30,000 | 102.2% | |
| Shaumburg Twn Fuel Reimbursement | 2,500 | 5,537 | 20,000 | 40,475 | 30,000 | 134.9% | |
| Tollway Payments | 1,500 | 3,700 | 12,000 | 19,700 | 18,000 | N/A | |
| Other Miscellaneous | 14,042 | 20,407 | 112,333 | 125,014 | 168,500 | 74.2% | |
| Total Miscellaneous | 33,042 | 64,373 | 264,333 | 353,940 | 396,500 | 89.3% | |
| Total Operating Transfers In | 17,083 | 12,002 | 136,667 | 117,589 | 205,000 | 57.4% | |
| Total General Fund | 8,989,531 | 3,534,805 | 44,996,808 | 46,880,188 | 63,288,960 | 74.1% | 66.7% |

OPERATING REPORT SUMMARY

REVENUES

August 31, 2022

| | CURRENT MONTH | | YEAR-TO-DATE | | ANNUAL BUDGET | % ACTUAL TO BUDGET | BENCH-MARK |
|---------------------------------------|-------------------|--------------------|-------------------|---------------------|--------------------|--------------------|--------------|
| | BUDGET | ACTUAL | BUDGET | ACTUAL | | | |
| Water & Sewer Fund | | | | | | | |
| Water Sales | 1,737,813 | 1,959,228 | 13,902,500 | 13,400,623 | 20,853,750 | 64.3% | |
| Connection Fees | 1,667 | 4,541 | 13,333 | 22,128 | 20,000 | 110.6% | |
| Cross Connection Fees | 3,167 | 3,206 | 25,333 | 25,764 | 38,000 | 67.8% | |
| Penalties | 8,333 | 10,464 | 66,667 | 82,140 | 100,000 | 82.1% | |
| Investment Earnings | - | 8,727 | - | 20,661 | - | N/A | |
| Other Revenue Sources | 252,708 | 9,191 | 2,021,667 | 4,701,238 | 3,032,500 | 155.0% | |
| Capital Projects | - | 206,483 | - | 281,230 | 1,572,940 | 17.9% | |
| Total Water Fund | 2,003,688 | 2,201,839 | 16,029,500 | 18,533,784 | 25,617,190 | 72.3% | 66.7% |
| Motor Fuel Tax Fund | 266,667 | 178,272 | 2,133,333 | 1,944,010 | 3,200,000 | 60.8% | |
| Community Dev. Block Grant Fund | 53,583 | 152,523 | 428,667 | 284,405 | 643,000 | 44.2% | |
| Asset Seizure Fund | - | 5,626 | - | 262,954 | - | N/A | |
| Municipal Waste System Fund | 259,493 | 326,632 | 2,075,947 | 2,096,953 | 3,113,920 | 67.3% | |
| NOW Arena Operating Fund | 211,376 | 267,390 | 1,691,007 | 2,115,819 | 2,536,510 | 83.4% | |
| NOW Arena Activity Fund | 915,113 | 154,941 | 7,320,907 | 3,784,583 | 10,981,360 | 34.5% | |
| Stormwater Management | 79,583 | 137,380 | 636,667 | 518,663 | 955,000 | 54.3% | |
| Insurance Fund | 149,431 | 157,081 | 1,195,447 | 1,183,673 | 1,793,170 | 66.0% | |
| Roselle Road TIF | 66,667 | 2,892 | 533,333 | 1,359,101 | 800,000 | 169.9% | |
| Barrington/Higgins TIF | 70,833 | 992 | 566,667 | 278,907 | 850,000 | 32.8% | |
| Lakewood Center TIF | 49,167 | 84 | 393,333 | 10,321 | 590,000 | 1.7% | |
| Higgins-Old Sutton TIF | 210,682 | 49 | 1,685,453 | 35,879 | 2,528,180 | 1.4% | |
| Higgins/Hassell TIF | 37,500 | 226 | 300,000 | 229,736 | 450,000 | 51.1% | |
| Information Technology | 173,728 | 136,541 | 1,389,827 | 1,093,720 | 2,084,740 | 52.5% | |
| Total Spec Rev. & Int. Svc. Fund | 2,543,823 | 1,520,629 | 20,350,587 | 15,198,724 | 30,525,880 | 49.8% | |
| TOTAL OPERATING FUNDS | 13,537,042 | 7,257,273 | 81,376,895 | 80,612,695 | 119,432,030 | 67.5% | 66.7% |
| 2015A & C G.O. Debt Service | 751,785 | 751,785 | 1,003,822 | 1,003,822 | 1,621,070 | 61.9% | |
| 2015B G.O. Debt Service | 475 | 475 | 12,775 | 12,775 | 120,100 | 0.0% | |
| 2016 G.O. Debt Service | 1 | 1 | 165,548 | 165,548 | 330,100 | 0.0% | |
| 2017A & B G.O. Debt Service | - | - | 52,375 | 52,375 | 180,750 | 0.0% | |
| 2018 G.O. Debt Service | 13,708 | 13,708 | 971,860 | 971,860 | 2,861,950 | 0.0% | |
| 2019 G.O. Debt Service | - | - | - | 16,452 | 136,710 | 12.0% | |
| TOTAL DEBT SERV. FUNDS | 765,968 | 765,968 | 2,206,380 | 2,222,832 | 5,250,680 | 42.3% | 66.7% |
| Central Rd. Corridor Fund | - | 47 | - | 99 | - | N/A | |
| Hoffman Blvd Bridge Maintenance | 4 | 155 | 33 | 219 | 50 | 437.2% | |
| Western Corridor Fund | 2,208 | (8,364) | 17,667 | (71,971) | 26,500 | -271.6% | |
| Traffic Improvement Fund | - | 9 | - | 10 | - | 0.0% | |
| Prairie Stone Capital Fund | 33 | 1,302 | 267 | 3,876 | 400 | 968.9% | |
| Central Area Rd. Impr. Imp. Fee | - | 211 | - | 239 | - | 0.0% | |
| Western Area Traffic Impr. | - | 11 | - | 13 | - | N/A | |
| Western Area Traffic Impr. Impact Fee | 16 | 74 | 127 | 82 | 190 | 0.0% | |
| Capital Improvements Fund | 195,417 | 108,269 | 1,563,333 | 1,768,459 | 2,345,000 | 75.4% | |
| Capital Vehicle & Equipment Fund | 112,207 | 106,639 | 897,653 | 1,640,863 | 1,346,480 | 121.9% | |
| Capital Replacement Fund | 8 | 11,021 | 67 | 19,955 | 100 | 19954.8% | |
| 2015 Project Fund | - | 178 | - | 228 | - | N/A | |
| Road Improvement Fund | 531,124 | 519,586 | 4,248,993 | 4,578,618 | 6,373,490 | 71.8% | |
| TOTAL CAP. PROJECT FUNDS | 841,018 | 739,137 | 6,728,140 | 7,940,690 | 10,092,210 | 78.7% | 66.7% |
| Police Pension Fund | 621,075 | 4,227,528 | 4,968,600 | (4,261,827) | 7,452,900 | -57.2% | |
| Fire Pension Fund | 531,472 | (5,780,514) | 4,251,773 | (13,885,873) | 6,377,660 | -217.7% | |
| TOTAL TRUST FUNDS | 1,152,547 | (1,552,986) | 9,220,373 | (18,147,700) | 13,830,560 | -131.2% | 66.7% |
| TOTAL ALL FUNDS | 16,296,575 | 7,209,392 | 99,531,788 | 72,628,517 | 148,605,480 | 48.9% | 66.7% |

OPERATING REPORT SUMMARY

EXPENDITURES

August 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> | | | |
| General Fund | | | | | | | |
| General Admin. | | | | | | | |
| Legislative | 35,313 | 26,132 | 282,507 | 248,542 | 423,760 | 58.7% | |
| Administration | 82,854 | 67,494 | 662,833 | 562,291 | 994,250 | 56.6% | |
| Legal | 45,474 | 37,554 | 363,793 | 345,222 | 545,690 | 63.3% | |
| Finance | 106,358 | 90,379 | 850,867 | 795,906 | 1,276,300 | 62.4% | |
| Village Clerk | 20,484 | 18,257 | 163,873 | 149,874 | 245,810 | 61.0% | |
| Human Resource Mgmt. | 52,874 | 54,892 | 422,993 | 385,815 | 634,490 | 60.8% | |
| Communications | 32,572 | 25,650 | 260,573 | 255,111 | 390,860 | 65.3% | |
| Emergency Operations | 7,184 | 5,380 | 57,473 | 60,666 | 86,210 | 70.4% | |
| Total General Admin. | 383,114 | 325,738 | 3,064,913 | 2,803,426 | 4,597,370 | 61.0% | 66.7% |
| Police Department | | | | | | | |
| Administration | 139,953 | 109,246 | 1,119,620 | 1,045,410 | 1,679,430 | 62.2% | |
| Juvenile Investigations | 55,783 | 30,732 | 446,260 | 389,461 | 669,390 | 58.2% | |
| Tactical | 91,949 | 55,348 | 735,593 | 657,358 | 1,103,390 | 59.6% | |
| Patrol and Response | 1,098,267 | 652,215 | 8,786,133 | 8,173,135 | 13,179,200 | 62.0% | |
| Traffic | 76,943 | 53,193 | 615,540 | 543,614 | 923,310 | 58.9% | |
| Investigations | 135,648 | 74,054 | 1,085,180 | 960,791 | 1,627,770 | 59.0% | |
| Community Relations | 846 | 1,180 | 6,767 | 5,188 | 10,150 | 51.1% | |
| Communications | 40,986 | 41,028 | 327,887 | 369,254 | 491,830 | 75.1% | |
| Canine | 18,754 | 5,677 | 150,033 | 130,926 | 225,050 | 58.2% | |
| Special Services | 11,478 | 3,957 | 91,820 | 144,111 | 137,730 | 104.6% | |
| Records | 26,527 | 48,734 | 212,213 | 226,421 | 318,320 | 71.1% | |
| Administrative Services | 103,552 | 90,784 | 828,413 | 666,116 | 1,242,620 | 53.6% | |
| Total Police | 1,800,683 | 1,166,147 | 14,405,460 | 13,311,785 | 21,608,190 | 61.6% | 66.7% |
| Fire Department | | | | | | | |
| Administration | 79,905 | 66,103 | 639,240 | 596,694 | 958,860 | 62.2% | |
| Public Education | 6,887 | 3,518 | 55,093 | 36,398 | 82,640 | 44.0% | |
| Suppression | 840,834 | 653,224 | 6,726,673 | 6,223,166 | 10,090,010 | 61.7% | |
| Emer. Med. Serv. | 763,623 | 501,963 | 6,108,980 | 6,433,287 | 9,163,470 | 70.2% | |
| Prevention | 48,148 | 147,205 | 385,187 | 384,742 | 577,780 | 66.6% | |
| Fire Stations | 3,713 | 2,659 | 29,700 | 19,441 | 44,550 | 43.6% | |
| Total Fire | 1,743,109 | 1,374,671 | 13,944,873 | 13,693,728 | 20,917,310 | 65.5% | 66.7% |
| Public Works Department | | | | | | | |
| Administration | 29,103 | 26,791 | 232,827 | 223,873 | 349,240 | 64.1% | |
| Snow/Ice Control | 153,951 | 81,315 | 1,231,607 | 1,208,145 | 1,847,410 | 65.4% | |
| Traffic Operations | 111,940 | 87,817 | 895,520 | 803,905 | 1,343,280 | 59.8% | |
| Forestry | 97,823 | 77,558 | 782,587 | 603,928 | 1,173,880 | 51.4% | |
| Facilities | 103,659 | 122,520 | 829,273 | 825,945 | 1,243,910 | 66.4% | |
| Fleet Services | 115,661 | 126,275 | 925,287 | 971,827 | 1,387,930 | 70.0% | |
| F.A.S.T. | 16,427 | 11,964 | 131,413 | 145,188 | 197,120 | 73.7% | |
| Storm Sewers | 14,267 | 12,432 | 114,133 | 107,944 | 171,200 | 63.1% | |
| Total Public Works | 642,831 | 546,673 | 5,142,647 | 4,890,755 | 7,713,970 | 63.4% | 66.7% |

OPERATING REPORT SUMMARY

EXPENDITURES

August 31, 2022

| | CURRENT MONTH | | YEAR-TO-DATE | | ANNUAL BUDGET | % | BENCH-MARK |
|-----------------------------------|------------------|------------------|-------------------|-------------------|--------------------|--------------|--------------|
| | BUDGET | ACTUAL | BUDGET | ACTUAL | | | |
| Development Services | | | | | | | |
| Administration | 39,934 | 35,237 | 319,473 | 258,631 | 479,210 | 54.0% | |
| Planning & Transportation | 66,188 | 51,794 | 529,507 | 412,180 | 794,260 | 51.9% | |
| Code Enforcement | 146,011 | 133,887 | 1,168,087 | 1,077,580 | 1,752,130 | 61.5% | |
| Engineering | 104,918 | 104,265 | 839,340 | 833,364 | 1,259,010 | 66.2% | |
| Economic Development | 125,758 | 29,933 | 1,006,060 | 395,282 | 1,509,090 | 26.2% | |
| Total Development Services | 482,808 | 355,116 | 3,862,467 | 2,977,037 | 5,793,700 | 51.4% | 66.7% |
| Health & Human Services | 81,147 | 72,531 | 649,173 | 582,980 | 973,760 | 59.9% | 66.7% |
| Miscellaneous | | | | | | | |
| 4th of July | (6,102) | (6,102) | 129,948 | 129,948 | 155,070 | 83.8% | |
| Police & Fire Comm. | 8,503 | 865 | 68,027 | 2,040 | 102,040 | 2.0% | |
| Misc. Boards & Comm. | 21,563 | 16,088 | 172,500 | 110,814 | 258,750 | 42.8% | |
| Misc. Public Improvements | 297,392 | 137,238 | 2,379,133 | 1,971,131 | 3,568,700 | 55.2% | |
| Total Miscellaneous | 321,355 | 148,088 | 2,749,608 | 2,213,933 | 4,084,560 | 54.2% | 66.7% |
| Total General Fund | 5,455,047 | 3,988,965 | 43,819,141 | 40,473,644 | 65,688,860 | 61.6% | 66.7% |
| Water & Sewer Fund | | | | | | | |
| Water Department | 1,158,774 | 1,237,085 | 9,270,193 | 8,766,591 | 13,905,290 | 63.0% | |
| Sewer Department | 198,644 | 198,439 | 1,589,153 | 1,559,087 | 2,383,730 | 65.4% | |
| Billing Division | 79,983 | 82,028 | 639,867 | 646,233 | 959,800 | 67.3% | |
| Capital Projects Division | 27,681 | 27,681 | 424,434 | 424,434 | 5,436,090 | 7.8% | |
| 2015 Bond Capital Projects | - | - | 55,275 | 55,275 | 420,550 | 13.1% | |
| 2017 Bond Capital Projects | - | - | 145,461 | 145,461 | 1,519,910 | 9.6% | |
| 2018 Bond Capital Projects | - | - | 123,819 | 123,819 | 247,640 | 50.0% | |
| 2019 Bond Capital Projects | - | - | 75,199 | 75,199 | 622,530 | 12.1% | |
| Total Water & Sewer | 1,465,082 | 1,545,233 | 12,323,401 | 11,796,099 | 25,495,540 | 46.3% | 66.7% |
| Motor Fuel Tax | 150,543 | 150,543 | 2,321,213 | 2,321,213 | 3,010,000 | 77.1% | |
| Community Dev. Block Grant Fund | 167,096 | 167,096 | 284,456 | 284,456 | 643,000 | 44.2% | |
| Asset Seizure Fund | 15,707 | 7,986 | 125,653 | 103,277 | 188,480 | 54.8% | |
| Municipal Waste System | 255,294 | 261,408 | 2,042,353 | 1,870,321 | 3,063,530 | 61.1% | |
| NOW Arena Operating Fund | 346,594 | 12,295 | 2,772,753 | 1,367,325 | 4,159,130 | 32.9% | |
| NOW Arena Activity Fund | 915,113 | 299,489 | 7,320,907 | 3,453,881 | 10,981,360 | 31.5% | |
| Stormwater Management | 86,421 | 15,349 | 691,367 | 336,071 | 1,037,050 | 32.4% | |
| Insurance | 164,354 | 36,659 | 1,314,833 | 1,323,576 | 1,972,250 | 67.1% | |
| Information Technology | 198,728 | 223,950 | 1,589,827 | 701,871 | 2,384,740 | 29.4% | |
| Roselle Road TIF | 202,348 | - | 1,618,787 | 422,992 | 2,428,180 | 17.4% | |
| Barrington/Higgins TIF | 122,312 | 67,739 | 978,493 | 73,334 | 1,467,740 | 5.0% | |
| Lakewood Center TIF | 14,932 | - | 119,453 | 294,007 | 179,180 | 164.1% | |
| Higgins-Old Sutton TIF | 210,682 | - | 421,363 | 300 | 2,528,180 | 0.0% | |
| Higgins/Hassell TIF | 589 | - | 4,713 | 2,873 | 7,070 | 40.6% | |
| TOTAL OPERATING FUNDS | 9,770,843 | 6,776,713 | 77,748,715 | 64,825,239 | 125,234,290 | 51.8% | 66.7% |
| 2015A G.O. Debt Service | 475 | 475 | 743,971 | 743,971 | 3,728,000 | 20.0% | |
| 2015 G.O. Debt Service | 475 | 475 | 12,775 | 12,775 | 120,100 | 10.6% | |
| 2016 G.O. Debt Service | 475 | 475 | 165,275 | 165,275 | 330,100 | 50.1% | |
| 2017A & B G.O. Debt Service | - | - | 52,375 | 52,375 | 180,750 | 29.0% | |
| 2018 G.O. Debt Service | - | - | 578,225 | 578,225 | 2,861,950 | 20.2% | |
| 2019 G.O. Debt Service | - | - | 16,452 | 16,452 | 136,710 | 12.0% | |
| TOTAL DEBT SERV. FUNDS | 1,425 | 1,425 | 1,569,074 | 1,569,074 | 7,357,610 | 21.3% | 66.7% |

OPERATING REPORT SUMMARY

EXPENDITURES

August 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 | 67,000 | 67,000 | 100,500 | 66.7% | |
| Hoffman Blvd Bridge Maintenance | 4,417 | - | 35,333 | - | 53,000 | 0.0% | |
| Prairie Stone Capital Fund | 50,667 | 23,660 | 405,333 | 81,501 | 608,000 | 13.4% | |
| Western Area Traffic Imp. | - | - | - | - | - | N/A | |
| Capital Improvements Fund | 196,527 | 311,759 | 1,572,213 | 1,287,957 | 2,358,320 | 54.6% | |
| Capital Vehicle & Equipment Fund | 112,207 | 92,816 | 897,653 | 960,923 | 1,346,480 | 71.4% | |
| Capital Replacement Fund | 3,348 | - | 26,780 | - | 40,170 | 0.0% | |
| 2015 Project Fund | - | - | - | - | - | N/A | |
| Road Improvement Fund | 597,825 | 411,475 | 4,782,600 | 1,985,399 | 7,173,900 | 27.7% | |
| TOTAL CAP. PROJECT FUNDS | 973,364 | 848,086 | 7,786,977 | 4,382,781 | 11,680,560 | 37.5% | 66.7% |
| Police Pension Fund | 674,040 | 688,147 | 5,392,320 | 5,717,926 | 8,088,480 | 70.7% | |
| Fire Pension Fund | 631,122 | 620,847 | 5,048,973 | 4,993,734 | 7,573,460 | 65.9% | |
| TOTAL TRUST FUNDS | 1,305,162 | 1,308,993 | 10,441,293 | 10,711,660 | 15,661,940 | 68.4% | 66.7% |
| TOTAL ALL FUNDS | 12,050,794 | 8,935,216 | 97,546,058 | 81,488,755 | 159,934,400 | 51.0% | 66.7% |



2022 AUGUST MONTHLY REPORT

Contents

| | |
|--|----|
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Project Activities

- Began review of Open Enrollment Setup and discussed with HRM in terms of any changes this year and timing.
- Continued fine-tuning Community Development applications.

CentralSquare

PLUS Applications

- Created a report to be used for Business Tax historical data to be used at an outside meeting.
- Added new Job Class Code as requested by HRM.
- Requested refresh of PLUS databases for the Finance Department to work on an issue with the Payroll tax tables. There was a problem with printing after the refresh and it had to be done twice before the printing worked.
- Submitted multiple CST Support tickets to have them add for new employees to the PLUS environment and to remove access for terminated employees.
- Contacted CST Support to re-enable access for multiple employees who let their passwords expire beyond 30 days. Added back their security access in the PLUS applications once their accounts were enabled.
- Developed SQL script to update RRL License Deadline date.
- Applied Late Fees to all unpaid Pet Licenses.
- Penalized all unpaid Business, Home, and Liquor Licenses.
- Ran Penalty Process for Residential Rental Licenses.
- Created SQL script to update RRL License Deadline date.
- Multiple requests from DS staff regarding addresses required verification in PLUS and Community Development. Worked with GIS Tech to provide verification for entry into Community Development.
- Began review of Open Enrollment setup.
- Assisted Clerk's staff with License Printing issue.

Community Development Applications

- Added Driveway Covenant Filing Fee and then added it to several permit types.
- Added access and sent emails to multiple new employees.
- Had Support apply the hotfix to the Test environment. Database update to production fixed the issue with the Site Change Log.

- Tested the Custom Screens in Land Management again and found they now work in Production. Checked Test and they don't work there, so I asked Support to apply the database updates that were done to Production. They did and it fixed the issue with the LM Custom Screens.

GovQA

- Worked with Police Staff to determine why an email address couldn't be changed and found that it was already in use by another customer account, and the software won't let you use the same email on multiple customer accounts.
- Removed access for terminated employees.
- Worked with GovQA Support to facilitate the removing of all download links to VOHE GovQA Mobile app links in the Google Play Store or on Web Browsers.

Administration

- Met with Darek and Manager's Office to discuss viability of any applicants for the BSA I position. Also discussed succession planning.
- Prepared monthly report.
- Processed Payroll for department employees on August 8 and 22, 2022.
- Assisted with final signing of CST PLUS Contract.

Training

- Completed Cybersecurity Training as required by HRM.
- Provided training on Cognos reports, Time Entry, and other application-related processes to various employees over the course of the month.

Meetings

- Attended meeting with CentralSquare staff and Manager's Office regarding upgrade path and future development of the PLUS products.
- Participated in the ERP RFP Webinar with potential bidders.
- Met several times during the month with the Acting IT Director to review project status and issues of note.

Project Activities

Project – Dell Storage Area Network (SAN) Replacements

- The IT Department completed installing and configuring 2 replacement SAN's at Village Hall and the Police Station. The new SAN's will replace the 2 current SAN's that are at the end of their life. The new SAN's are faster and will double the available storage for the Village compared the current units. The new storage units will work together so that the Village Hall will be the primary unit and it will copy all of the data to the backup unit at the Police Department automatically.

Project – Dell DataDomain Backup Appliance

- The IT Department completed configuring and installing a new Dell DataDomain backup appliance. This DataDomain appliance will increase the speed at which backups are taken as well as the amount of backups that we can retain at once. This will also allow the IT Department to hold two separate and independent backups of our current data as well as a 3rd copy that is stored on off-line tapes.

Project – Microsoft Wireless Display Deployment

- The IT Department began configuring and installing Microsoft Wireless Display Adapters for all conference rooms throughout the Village locations. These display adapters allow presenters to connect to any projector for their presentations. This will allow presentations to be presented without the need for long video and audio cables run across the conference rooms. It will also allow for a quick and easy change in who is presenting. The new display adapters allow for any Windows 10 or 11 laptop to present regardless if they are on the Village's internal network.

Project – Domain Controller Upgrades and de-commissions

- The IT Department completed upgrading 3 current Domain Controllers to the latest Windows Server 2022 Operating System as well de-commissioning 2 older Domain Controllers that had reached end of life. Domain Controllers are the heart of any organization as they hold the database of all user accounts, file permissions and network settings that all users utilize.

Project – ServiceDesk Ticketing System

- IT Department continued configuring and testing a new ticketing system that will be

used to replace our current Track-It ticketing system. The new system will add additional features such as Asset Tracking, Knowledge Base and also provide better reporting than the current Track-It system.

Security and Other Updates

- The IT Department configured and installed a new touch screen tele-conferencing unit for the Finance Conference Room
- The IT Department completed upgrading computer hardware for Development Services computers. The hardware upgrades were required as some computers were utilizing large 43" TV's which were having a negative impact on computer performance.
- The IT Department began replacing slower hard drives with faster SSD hard drives for Police. Some of the computers are due for replacement but have been delayed due to Covid 19. Some of the oldest computers at Police are struggling to run the amount of software that some officers/supervisors run.
- The IT Department configured and installed 3 brand new phones for the Front Desk at the Police Department.

IT Training

- I.T. Staff conducted 4 new user orientation meetings for our new employee.

IT Meetings

- The IT Department held multiple meetings with Peerless Networks and Sentinel Technologies to discuss migrating our current PRI phone lines to SIP.
- The IT Department held a meeting with Dell Technologies to discuss migrating our Exchange email system from the Public Sector Cloud to the Government Cloud for CJIS reasons.
- The IT Department help multiple meeting with Dell Technologies to discuss the options for migrating to M365.

Technical Support, Hardware & Software Activities

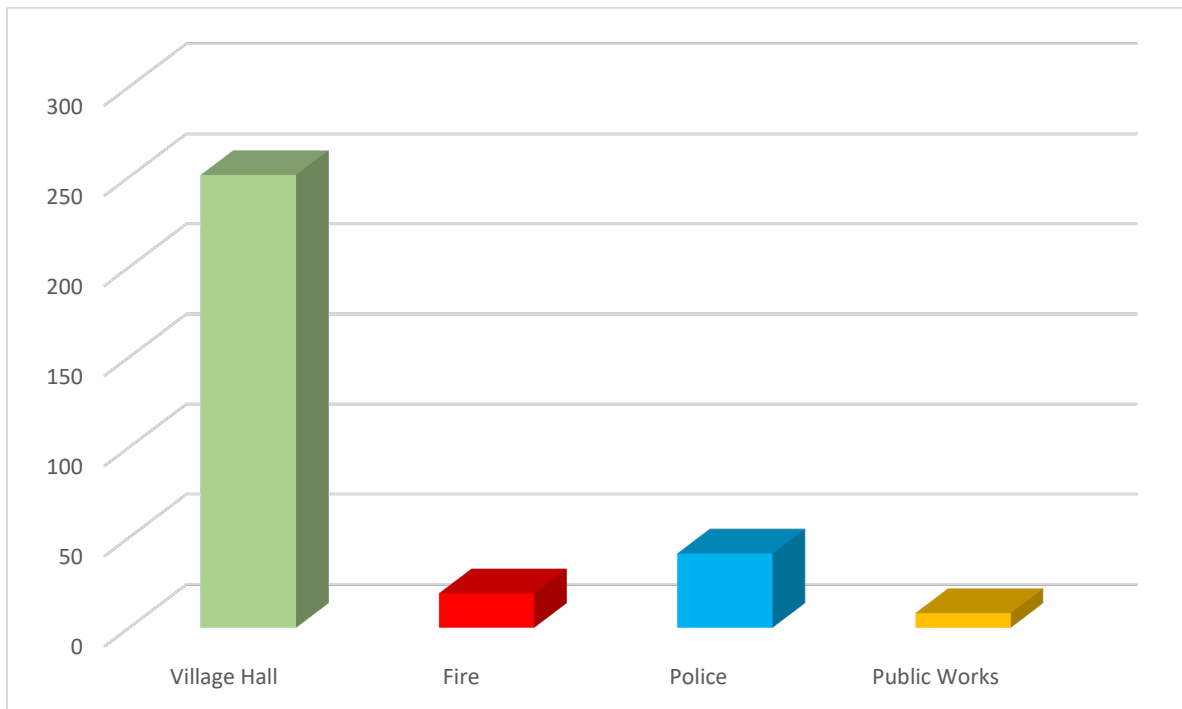
- Applied necessary software updates as needed.
- 319 Help desk requests were opened during the month of August.
- 318 Help desk requests were closed during the month of August.
- Self Service Password Resets or Account Unlocks: 0

- Email passwords reset: 0
- SunGard passwords reset: 1
- Voicemail passwords reset: 0
- User accounts unlocked: 3
- Active Directory Password Resets: 2

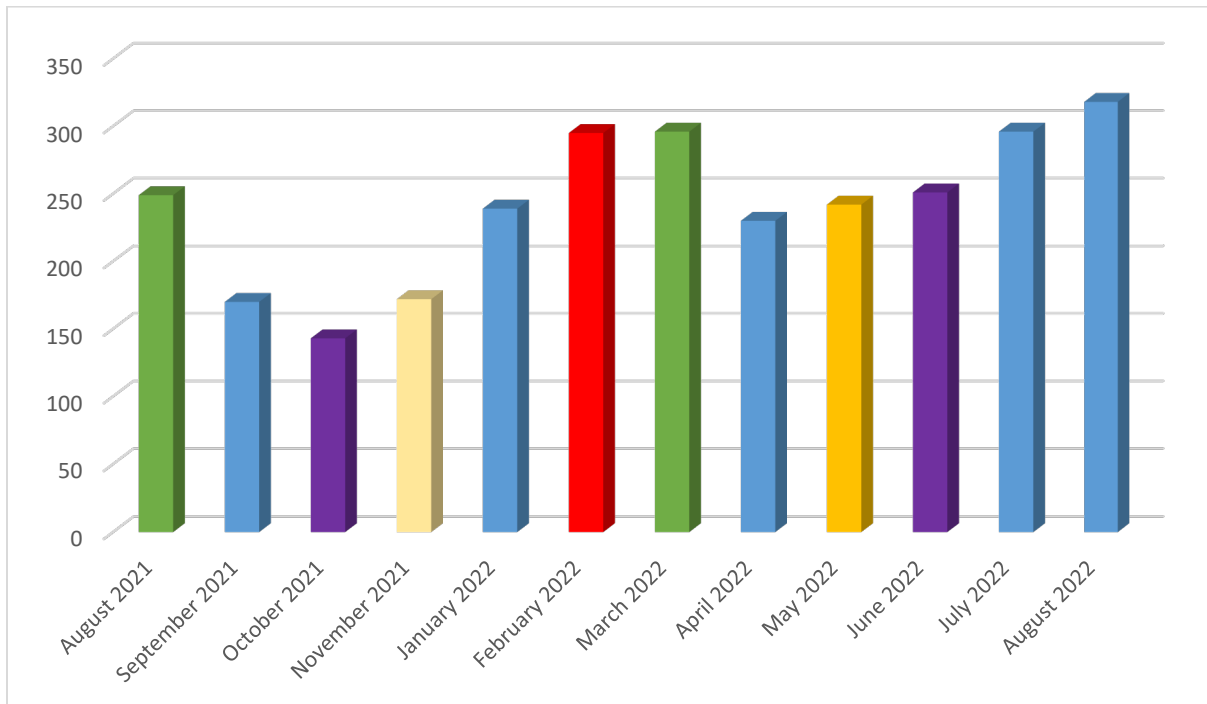
Total Work Orders by Priority by Month

| Month | August |
|------------------------------|---------------|
| 1 - Normal | 186 |
| 2 - High | 7 |
| 3 - Urgent | 3 |
| Project | 14 |
| Scheduled Event | 108 |
| Vendor intervention required | 1 |
| Total for Month | 319 |

Completed Work Orders by Location

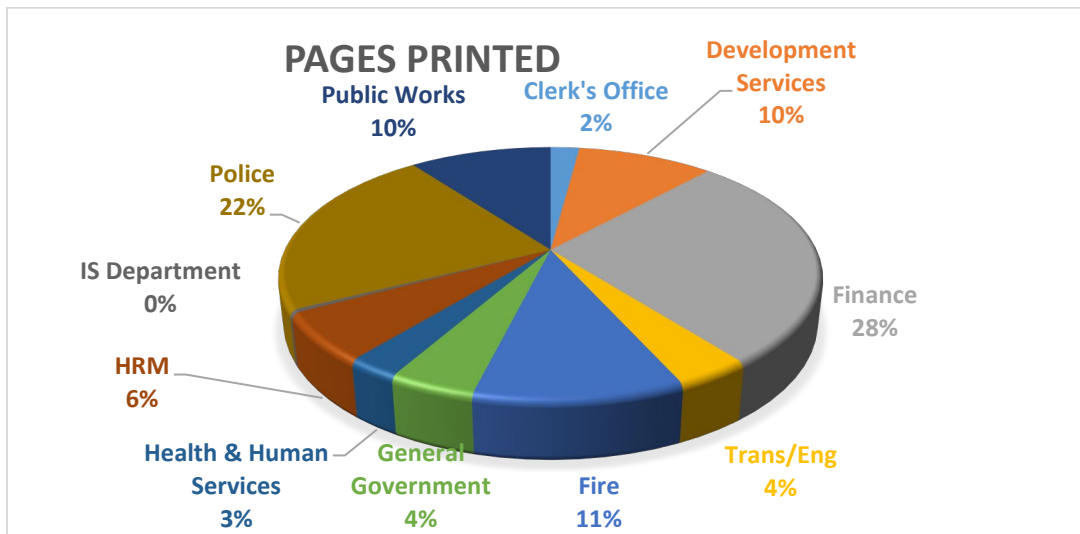


Completed Work Orders by Month

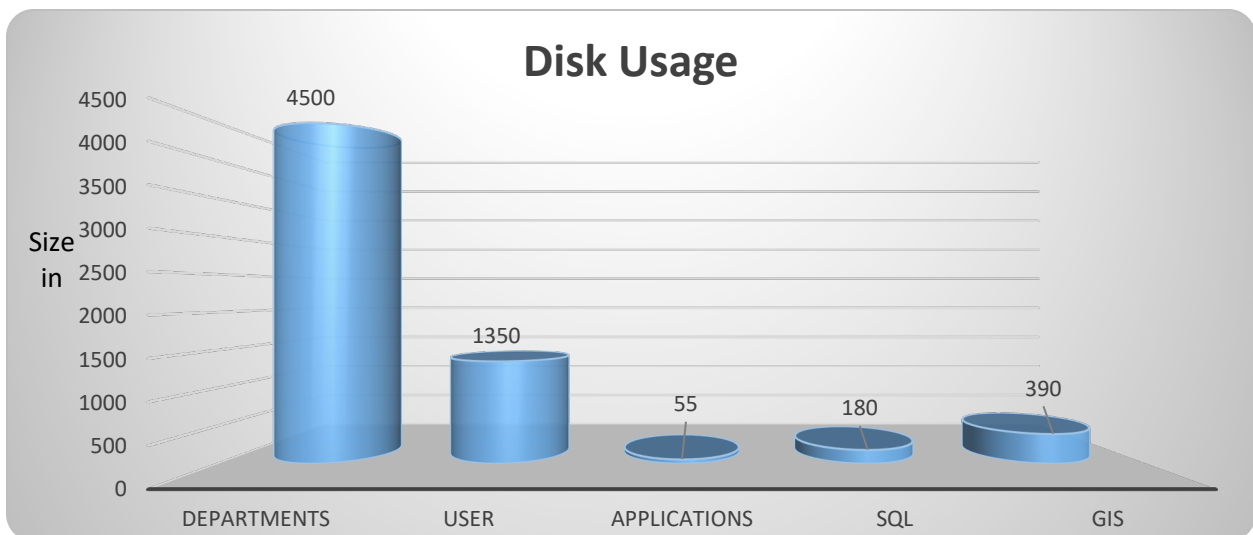


Printer Usage Report

In the month of August there were 49671 pages printed across the village. The following graph breaks down printer usage by department. ***The EventLog Application was migrated to another server. This caused the EventLog capture to miss approximately one week of print reporting.***

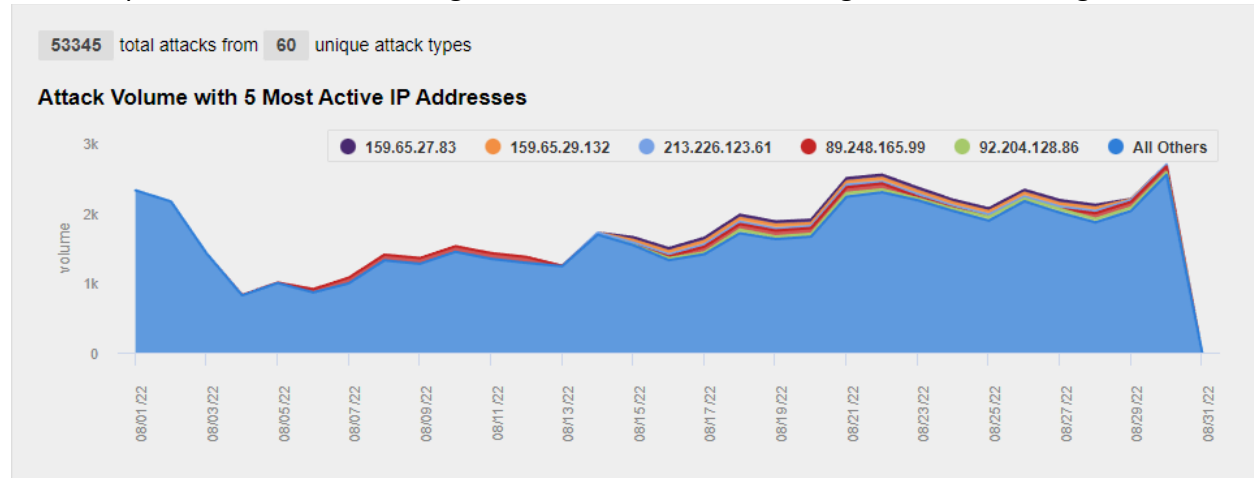


System and Data Functions



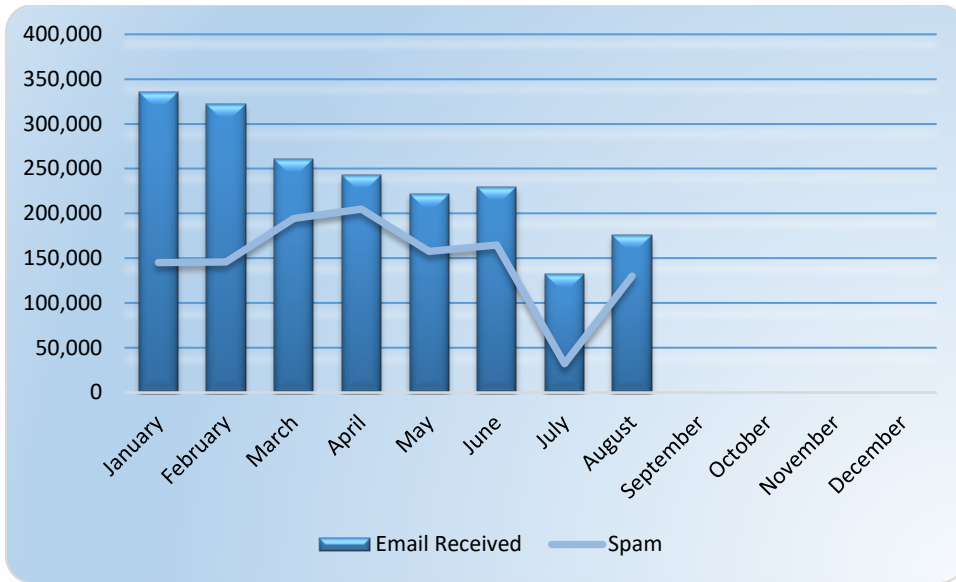
Sentinel IPS Attack Report

External parties attacked the Village network 45632 times during the month of August

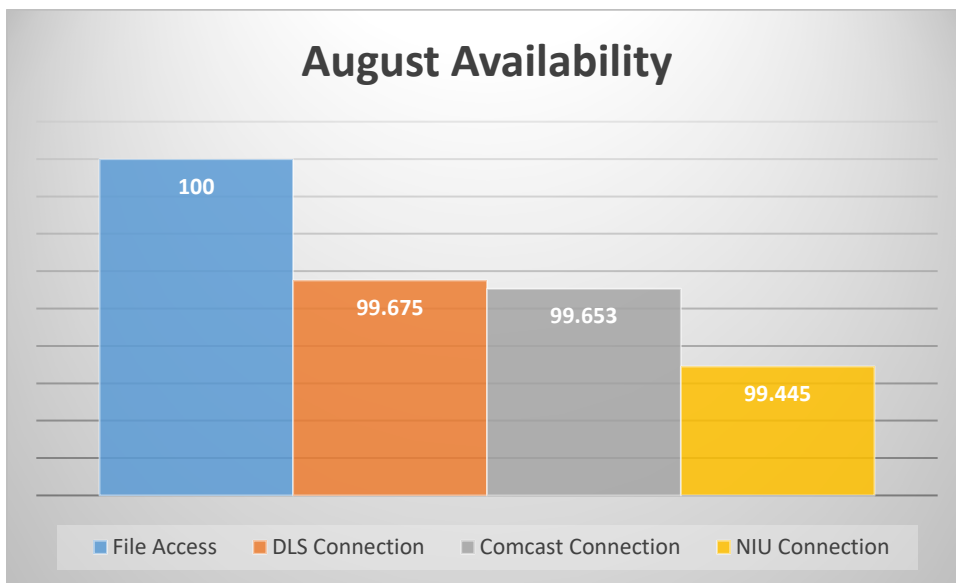


Email Spam Report

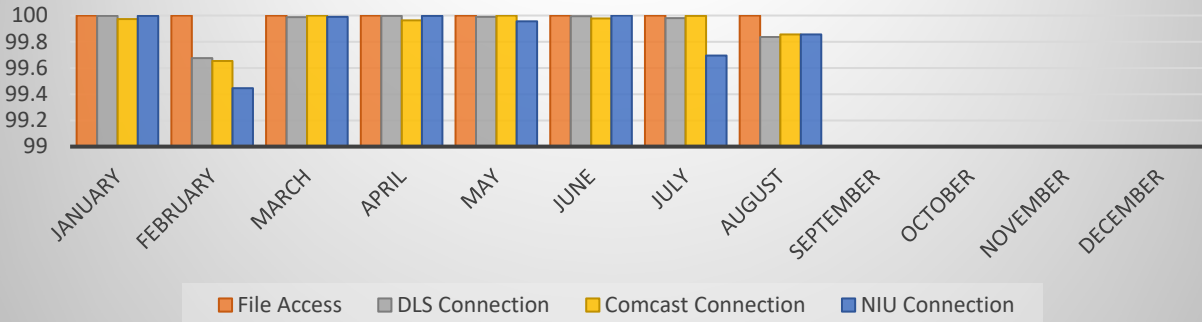
| Month | Email Received | Spam | Percent Spam |
|--------------|------------------|------------------|--------------|
| January | 335,178 | 145,017 | 43% |
| February | 321,351 | 145,800 | 45% |
| March | 260,497 | 194,577 | 75% |
| April | 243,026 | 204,851 | 84% |
| May | 221,666 | 157,690 | 71% |
| June | 229,465 | 164,744 | 72% |
| July | 132,433 | 32,216 | 24% |
| August | 175,886 | 130,133 | 74% |
| September | | | 0% |
| October | | | 0% |
| November | | | 0% |
| December | | | 0% |
| Total | 1,919,502 | 1,175,028 | 61% |



File Access and Internet Availability




Cumulative Availability for File Access and Internet Connectivity



Darek Raszka, Acting 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
SEPTEMBER 2022**
DATE: September 28, 2022

1. COVID-19 metrics are currently at a point where both the State and County are not requiring masks or proof of vaccination for indoor venues at this time. Staff continues to monitor these regulations.
2. Village and Arena staff continue to work on closing out the Federal Shuttered Venue Operators Grant (SVOG). We have filed our closeout documentation and await the approval of that submittal from the SBA. Staff will follow up on the audit requirements needed to finalize this grant.
3. Staff is working on the replacement of the telescopic seating at the arena. This is the retractable seating in the main bowl of the arena that has reached end of life. This item is scheduled to be presented at a Special Finance Committee meeting on October 10.
4. The amendment to the Andy Frain agreement was approved by the Village Board in August and we are working under that new agreement.
5. The new Point of Sale (POS) system equipment is set to arrive by the end of September. It is schedule to be installed in October and operational for events by the end of the month.
6. The Board approved capital projects continue to proceed. The replacement doors have all been installed. The HVAC rooftop units have been installed and some minor programming remains before project completion. Some of the IT equipment has been installed and we await the balance of materials.
7. Conducted bi-weekly meetings with Public Works Facilities and Arena staff regarding building and maintenance items.
8. Have regular contact with Ben Gibbs, General Manager to discuss operational items and events at the arena. Budget discussions for FY23 are being finalized.
9. The Hideaway Beer Garden operations will close for the season this weekend (Oct 1).

Attachment

cc: Ben Gibbs, General Manager (Spectra)

Now Arena
General Manager Update
 September 2022

| Event Highlights | Notes |
|--|--|
| Sept 2 & 4: AEW Wrestling Sept 9-11: Platz Sept 30- Oct 2: Feed My Starving Children Oct 1: Celtic Fest Oct 5-6: U-46 Expo Nov 5: WCB Game #1 Sept Fri/Sat: Hideaway Brew Garden | |
| Finance Department | |
| General | Arena Finished August Financials |
| Monthly Financial Statement | Building Event Revenue YTD: \$1,979,520 |
| | Building Sponsor/Other Revenue YTD: \$227,783 |
| | Building Expenses YTD: \$1,957,802 |
| | Building Income YTD: \$249,500 vs. YTD Budget (\$574,039) |
| Operations Department | |
| General | Completed HVAC and grease trap replacement |
| Positions to Fill | N/A |
| Third Party Providers | N/A |
| Village Support | Selecting retractable seating replacement vendor |
| Events Department | |
| General | Working on WCB planning and preparing on two country concerts in November |
| Positions to Fill | N/A |
| Marketing Department | |
| General | Promoting upcoming events including Circus, Cody Johnson, Koe Wetzel Concert and September HBG. |
| Positions to Fill | N/A |
| Group Sales Department | |
| General | Group sales will be handled by a third party company. |
| Box Office Department | |
| General | Managing on sale for Windy City Bulls, Tobymac, NCAA Wrestling |
| Food & Beverage Department | |
| General | Continue recruitment of part-time staff and preparing for implementation of new point of sale system |
| Premium Seating Department | |
| General | Continue to renew annual suites, marquee signage and beer sponsor renewal |
| Positions to Fill | N/A |
| Sponsorship Department | |
| General | Concentrating on unsold categories including insurance and liquor |

| | |
|------------------------------|--|
| Monthly Financial Statement | Corporate Sales: \$105,138 |
| | Suites Sales: \$17,450 |
| General | |
| 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. |