



**AGENDA**  
**Finance Committee**  
**Regular Meeting**  
**Village Hall**  
**1900 Hassell Road, Hoffman Estates, IL 60169**

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**October 28, 2024**

**Council Chambers**

**7:00 PM**

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1. **CALL TO ORDER/ROLL CALL**
2. **APPROVAL OF MINUTES**
3. **PUBLIC COMMENT**
4. **OLD BUSINESS**
5. **NEW BUSINESS**
  - A. Approval of an amendment to the Licensed User Agreement with Ticketmaster, LLC to renew the existing agreement for ticketing services at the NOW Arena.
6. **REPORTS**
  - A. Finance Department Monthly Report
  - B. Information Technology Department Monthly Report
  - C. NOW Arena Monthly Report
7. **PRESIDENT'S REPORT**
8. **ITEMS IN REVIEW**
9. **OTHER**
10. **ADJOURNMENT**

Further details and information can be found in the agenda packet attached hereto and incorporated herein and can also be viewed online at [www.hoffmanestates.org](http://www.hoffmanestates.org) and/or in person in the Village Clerk's office. The Village of Hoffman Estates complies with the Americans with Disabilities Act (ADA). For accessibility assistance, call the ADA Coordinator at 847/882-9100.

FINANCE COMMITTEE MEETING MINUTES

September 23, 2024

**I. Roll Call**

**Members in Attendance:**

**Gary Pilafas, Chair**  
**Anna Newell, Vice Chairperson**  
**Gary Stanton, Trustee**  
**Karen Mills, Trustee**  
**Karen Arnet, Trustee**  
**Pat Kinnane, Trustee**  
**William McLeod, Mayor**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager**  
**Jana Dickson Blake, Asst. Corp. Counsel**  
**Rachel Musiala, Finance Director**  
**Monica Saavedra, Director of HHS**  
**Alan Wax, Fire Chief**  
**Joe Nebel, Director PW**  
**Paul Petrenko, Superintendent PW**  
**Kasia Cawley, Police Chief**  
**Darek Raszka, Director of IS**  
**Alan Wenderski, Dir. Of Engineering**  
**Ric Signorella, Multimedia Production Mgr.**

The Finance Committee meeting was called to order at 7:12 p.m.

**II. Approval of Minutes –**

**A. Finance Committee 08-19-24**

**B. Finance Committee 09-03-24 Special**

Motion by Trustee Kinnane, seconded by Trustee Arnet, to approve the Finance Committee meeting minutes of August 19, 2024. Voice vote taken. All ayes. Motion carried.

Motion by Trustee Kinnane, seconded by Trustee Arnet, to approve the Finance Committee meeting minutes of September 3, 2024. Voice vote taken. All ayes. Motion carried.

**III. Public Comment**

**NEW BUSINESS**

**A. Approval of a Professional Services Agreement with Sentinel Technologies Inc., for Cybersecurity Assessment services in an amount not to exceed \$197,002.50.**

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

Motion by Trustee Mills, seconded by Trustee Arnet, to approve of a Professional Services Agreement with Sentinel Technologies Inc., for Cybersecurity Assessment services in an amount not to exceed \$197,002.50. Voice vote taken. All ayes. Motion carried.

**B. Authorization to award a contract for the replacement of the NOW Arena boiler and storage tanks to F.E. Moran, Inc., Northbrook, IL (low bidder), for an amount not to exceed \$133,000.**

An item summary sheet from Dan O'Malley and Paul Petrenko was presented to Committee.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to award a contract for the replacement of the NOW Arena boiler and storage tanks to F.E. Moran, Inc., Northbrook, IL (low bidder), for an amount not to exceed \$133,000. Voice vote taken. All ayes. Motion carried.

**C. Authorization to a.) Waive formal bidding (due to utilization of a government master agreement) and b.) Purchase of two host servers from Dell EMS, Round Rock, TX, in an amount not to exceed \$35,291.46.**

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

Motion by Trustee Arnet, seconded by Trustee Kinnane, to A. Waive formal bidding (due to utilization of a government master agreement) and b.) Purchase of two host servers from Dell EMS, Round Rock, TX, in an amount not to exceed \$35,291.46. Voice vote taken. All ayes. Motion carried.

**D. Authorization to a.) Waive formal bidding (due to utilization of a government master agreement) and b.) Purchase of the servers from Dell EMS, Round Rock, TX, in an amount not to exceed \$69,328.35.**

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

Motion by Trustee Arnet, seconded by Mayor McLeod, to a.) Waive formal bidding (due to utilization of a government master agreement) and b.) Purchase of the servers from Dell EMS, Round Rock, TX, in an amount not to exceed \$69,328.35. Voice vote taken. All ayes. Motion carried.

**REPORTS (INFORMATION 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.

**E. President’s Report**

**F. Other**

**G. Items in Review** – Eric Palm noted a Special VBM would be placed on October 7<sup>th</sup> for the purpose of reviewing contract on wireless services (Verizon) for Village water tower.

**H. Adjournment**

Motion by Trustee Arnet, seconded by Trustee Mills, to adjourn the meeting at 7:17 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

\_\_\_\_\_  
Date

**Village of Hoffman Estates**

**SPECIAL FINANCE COMMITTEE MEETING  
MINUTES**

**October 7, 2024**

**I. Roll call**

**Members in Attendance:**

**Gary Pilafas, Chair  
Anna Newell, Vice Chairperson  
Karen Mills, Trustee  
Gary Stanton, Trustee  
Karen Arnet, Trustee  
Patrick Kinnane, Trustee  
William McLeod, Mayor**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Dan O'Malley, Deputy Village Manager  
Art Janura, Corporation Counsel  
Jon Pape, Assistant Village Manager  
Kasia Cawley, Police Chief  
Alan Wax, Fire Chief  
Rachel Musiala, Finance Director  
Monica Saavedra, Director HHS  
Joe Nebel, Director of Public Works  
Peter Gugliotta, Dir. of Dev. Services  
Darek Raszka, Director of IT  
Ric Signorella, Multi Media Production Mgr.**

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

**2. PUBLIC COMMENT**

**3. NEW BUSINESS**

**A. Approval of an existing communication antenna license renewal agreement –  
Olmstead Water Tower.**

An item summary sheet from Jana Dickson was presented to Committee.

Motion by Trustee Arnet, seconded by Trustee Kinnane, to approve an existing communication antenna license renewal agreement – Olmstead Water Tower. Voice vote taken. All ayes. Motion carried.

**4. ADJOURNMENT**

Motion by Trustee Kinnane, seconded by Trustee Arnet, to adjourn the meeting at 7:01 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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Debbie Schoop, Executive Assistant

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Date

**SPECIAL FINANCE COMMITTEE MEETING  
MINUTES**

October 14, 2024

**I. Roll call**

**Members in Attendance:**

**Gary Pilafas, Chair  
Anna Newell, Vice Chairperson  
Karen Mills, Trustee  
Gary Stanton, Trustee  
Karen Arnet, Trustee  
Patrick Kinnane, Trustee  
William McLeod, Mayor**

**Management Team Members  
in Attendance:**

**Eric Palm, Village Manager  
Jana Dickson, Asst. Corporation Counsel  
Jon Pape, Assistant Village Manager  
Patrick Seger, Director of HRM  
Peter Gugliotta, Director of Dev. Services  
Alan Wenderski, Director of Engineering  
Joe Nebel, Director of Public Works  
Rachel Musiala, Director of Finance  
Jennifer Horn, Dir. Planning and Trans.  
Sonia Zala, St. Transportation Eng.  
Ric Signorella, Multimedia Production Mgr.  
Missy Brito, Communications Manager**

The Special Finance Committee meeting was called to order at 7:17 p.m.

**2. PUBLIC COMMENT**

**3. NEW BUSINESS**

**A. Presentation by Baster & Woodman of the 5-year Water & Sewer Rate Study and the 5-year Stormwater Rate Study.**

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

Rachel Musiala addressed the Committee and reported that the Village conducts rate studies every five years. The last water rate study was completed in July 2017. The Village entered into a contract with Baxter & Woodman in July 2027 to take a comprehensive look at water and sewer needs, including capital projects and debt funding. They also performed a stormwater rate study.

Mark Siefert with Baxter & Woodman presented the water, sewer and storm rate study to the Committee and reviewed revenue requirements versus customer impacts, capital projects list, preliminary rate study scenarios and neighboring sample bill comparisons. There was a lengthy discussion regarding 3 different scenarios/structure. The Committee expressed their consensus with Scenario 3 which includes a full capital improvement plan, \$12 million in loan/bond, and \$2 million in transfers from the General Fund to supplement storm capital. The Committee expressed a desire to make sure the residents are well-educated on the plan before implementation.

**4. ADJOURNMENT**

Motion by Mayor McLeod, seconded by Trustee Kinnane, to adjourn the meeting at 8:12 p.m. Voice vote taken. All ayes. Motion carried.

Minutes submitted by:

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

\_\_\_\_\_  
Date



## AGENDA ITEM REPORT

Finance Committee  
October 28, 2024  
ITEM 4A

**REQUEST:** Authorization to:  
a. Waive formal bidding (due to utilization of a government master agreement)  
b. Purchase of nine Panasonic laptops from CDS Office Technologies, Itasca, IL, in an amount not to exceed \$42,714.

**FROM:** Darek Raszka, IT Director

**ITEM TYPE:** Contract - Committee

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### REQUEST SUMMARY

CDS Office Technologies is Panasonic's platinum partner for the northern Illinois area and offers the lowest pricing on this specialized equipment. The replacement units are slimmer, lighter, more modular and offer a wider screen than the previous model. The units include a Gloved Multi Touch Screen, a 1 TB Solid State Hard drive, contactless smartcard reader and an integrated 4G LTE Multi Carrier cell device. The units are now also equipped with an upgraded 32GB of RAM which will help meet the increased demands of the new CAD system and the enhanced cybersecurity controls the Village is deploying.

These units are sturdy enough to stand up to the rigorous demands of use in an emergency vehicle environment. They are configured specifically for Public Safety use and are not available through general retail channels. This request represents the replacement of nine (9) units in the Police Department. These units are on a five-year replacement cycle, which is consistent with the five-year warranties provided with each new unit.

### FINANCIAL IMPACT

In the approved 2024 budget, a total of \$45,000 has been allocated to continue the Police MDT replacement program (47008625-4602). The recommended purchase is \$2,286 under budget.

### RECOMMENDATION

To waive formal bidding (due to utilization of Sourcewell Law Enforcement Contract Toughbooks #090122-PNA) and authorize the purchase of 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 \$42,714.

### ATTACHMENTS

1. Quote 505176 (2)





**CDS Office Technologies**  
 1271 HAMILTON PARKWAY  
 Itasca, Illinois 60143  
 United States  
 (P) 630-625-4519  
 (F) 630-305-9876

Quotation (Open)	
<b>Date</b>	Oct 21, 2024 03:26 PM CDT
<b>Modified Date</b>	Oct 21, 2024 03:45 PM CDT
<b>Quote #</b>	505176 - rev 1 of 1
<b>Description</b>	7 x FZ-55JZ-1LBM
<b>SalesRep</b>	Gottlieb, Mark (P) 630-625-4519 (F) 630-305-9876
<b>Customer Contact</b>	Raszka, Darek Darek.Raszka@vohe.org

**Customer**  
 Hoffman Estates Police  
 Department (21104)  
 Raszka, Darek  
 411 W Higgins Rd  
 Hoffman Estates, IL 60169  
 United States  
 (P) 847-781-2848

**Bill To**  
 Village of Hoffman Estates  
 Accounts, Payable  
 1900 Hassell Rd  
 Hoffman Estates, IL 60169  
 United States

**Ship To**  
 Village of Hoffman Estates  
 Raszka, Darek  
 1900 Hassell Rd  
 Hoffman Estates, IL 60169-6308  
 United States  
 (P) 847-781-2848  
 Darek.Raszka@Hoffmanestates.org

<b>Customer PO:</b>	<b>Terms:</b> Undefined	<b>Ship Via:</b> UPS Ground
<b>Special Instructions:</b>		<b>Carrier Account #:</b>

#	Description	Part #	Qty	Unit Price	Total
<b>Sourcewell Law Enforcement Contract Toughbooks #090122-PNA</b>					
<b>Panasonic Toughbook FZ-55 Semi Rugged - Public Sector Specific</b>					
1	Panasonic Toughbook FZ-55 (i7, 4G, GPS, 32GB, 1TB SSD) Win11 Pro, Intel Core i7-1370P vPro (up to 5.2GHz), AMT, 14.0" FHD 1000 nit Gloved Multi Touch, 32GB, Intel UHD, 1TB OPAL SSD, Intel Wi-Fi 6E, Bluetooth, 4G EM7511, GPS, Dual Pass (Ch1:GPS/Ch2:WWAN), Mic and Infrared 2MP Webcam, Standard Battery, TPM Note: - Emissive Backlit Keyboard, Flat, CF-SVCLTNF3YR - 3 Year Protection Plus Warranty, CF-SVC512SSD3Y - 3 Year No Return of Defective Drive, CF-SVCPDEP3Y - 3 Year Premier Deployment, CF-SVCFESGEN10 - Field Engineering Support	FZ-55JZ-1LBM	9	\$4,015.00	\$36,135.00
2	Panasonic Public Sector Service Package 4th and 5th years Public Safety Service Bundle Extension (Year 4 & 5 only). Includes Premier, Protection Plus, Customer Portal, Disk Image Management, HDD No Return.	CF-SVCPSY5	9	\$586.00	\$5,274.00
<b>Accessories</b>					
3	Panasonic - Contactless Smartcard xPAK for FZ-55 Mk3 (not compatible with Mk1/2) Front expansion area	VNF552M	9	\$145.00	\$1,305.00

**Subtotal: \$42,714.00**  
 Tax (.0000%): \$0.00  
 Shipping: \$0.00  
**Total: \$42,714.00**

CDS Office Technologies disclaims any responsibility for product information and products described on this site. Some product information may be confusing without additional explanation. All product information, including prices, features, and availability, is subject to change without notice. Applicable taxes & shipping may be added to the final order. All returns must be accompanied by original invoice and authorized RMA number within 30 days of invoice date and are subject to a 15% restocking fee. Due to manufacturer's restrictions, Panasonic items are not eligible for return. Late fees may apply to payments past 30 days from invoice date. Please contact your sales representative if you have any questions.



## AGENDA ITEM REPORT

Finance Committee  
October 28, 2024  
ITEM 4B

**REQUEST:** Authorization to:  
a. Waive formal bidding (due to sole source)  
b. Purchase Laserfiche cloud licensing from TKB Associates Inc, Mokena, IL, in an amount not to exceed \$41,950.00.

**FROM:** Darek Raszka, IT Director

**ITEM TYPE:** Agreement - Committee

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### REQUEST SUMMARY

The 2024 budget includes funding to maintain and license the Village's Electronic Records Management (ERM) system by Laserfiche. The systems allow user friendly process automation and electronic documents storage. Some of the benefits of Laserfiche include paperless content management, streamlined document processing, digitizing paper documents and a central repository for Village documents such as contracts, agendas or plans. In late 2023, Staff was able to take advantage of favorable pricing to move the solution to the cloud reducing the need for an on premise server. Laserfiche is a software solution that purchased through an exclusive authorized reseller (TKB Associates). As a result, this is a sole source procurement and requires a waiving of formal bidding.

### FINANCIAL IMPACT

In the 2024 budget, a total of \$20,000 has been allocated to maintain and license the current ERM System (47008524-4507). The difference will be covered by savings in other areas of the budget.

### RECOMMENDATION

To waive formal bidding and authorize purchase of the Laserfiche licensing through TKB Associates Inc, Mokena, IL, in an amount not to exceed \$41,950.00.

### ATTACHMENTS

1. TKB Invoice 20240903



**TKB Associates, Inc.**

9459 Enterprise Drive  
Mokena, IL 60448

# Invoice

Date	Invoice #
09/03/2024	15438

Bill To
Village of Hoffman Estates Darek Raszka 1900 Hassell Rd Hoffman Estates, IL 60195

Ship To
Village of Hoffman Estates Darek Raszka 1900 Hassell Rd Hoffman Estates, IL 60195

P.O. No.	Terms	Rep	Via
		JB	UPS

Quantity	Item Code	Description	Price Each	Amount
45	CLENF2 (5-...	CLENF2 - Laserfiche Cloud Professional User Annual Subscription Fee (5-49 Users)  Laserfiche Cloud Professional Users include the following features:  100GB of Cloud Storage per Professional User Single Laserfiche Repository Laserfiche Workflow Laserfiche Quick Fields Complete with Agent Laserfiche Forms Professional Laserfiche Direct Share Laserfiche Starter Audit Trail Laserfiche Snapshot Laserfiche E-mail and Laserfiche Integration with Microsoft Office Laserfiche Import Agent Laserfiche Connector	830.00	37,350.00
25	CFPAR 10-199	CFPAR - Laserfiche Cloud Participant Users - Annual Subscription (10-199 users)	120.00	3,000.00
1	CLPPAL	CLPPAL - Laserfiche Cloud web Public Portal Annual Subscription Fee (1,000 Views per Month)	600.00	600.00
10	CCSX1	CCSX1 - Laserfiche Cloud Scan Connect Annual Subscription Fee (1 User)  Total Investment for Laserfiche Cloud  Your annual Cloud Subscription will expire on 12/01/2024	100.00	1,000.00
				41,950.00

Notice of Maintenance and Support Renewal	<b>Subtotal</b>	\$41,950.00
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<b>Please visit our Web Site at <a href="http://www.tkbassociates.com">www.tkbassociates.com</a></b>	<b>Sales Tax (0.0%)</b>	\$0.00
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Phone #	Fax #
7088056966	708-478-4167

<b>Total</b>	\$41,950.00
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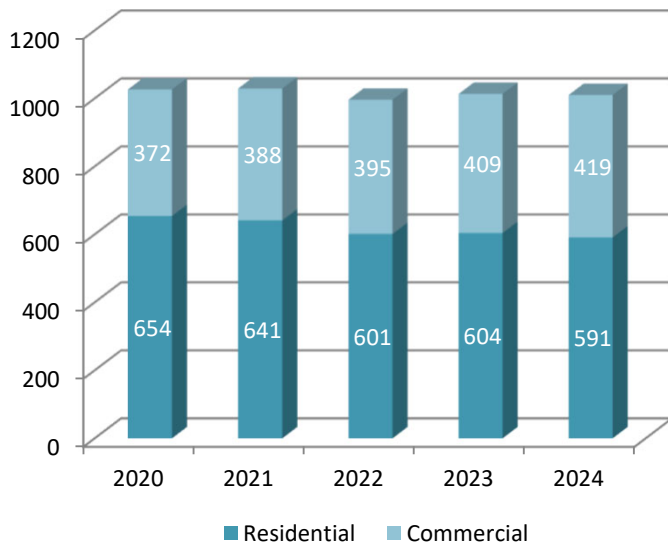
# HOFFMAN ESTATES

## DEPARTMENT OF FINANCE MONTHLY REPORT SEPTEMBER 2024

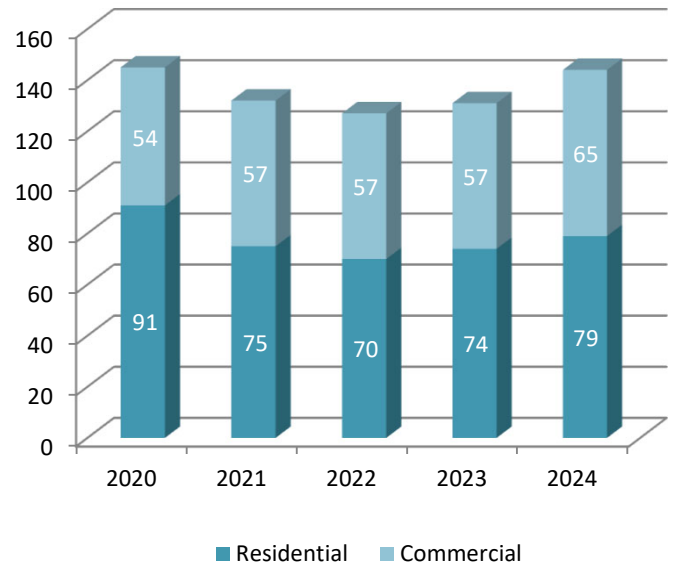
### Water Billing

A total of 14,818 residential water bills were mailed on September 1st for July's water consumption. Average consumption was 5,320 gallons, resulting in an average residential water bill of \$84.22. Total consumption for all customers was 144 million gallons, with 79 million gallons attributable to residential consumption. When compared to the September 2023 billing, residential consumption increased by 6.8%.

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

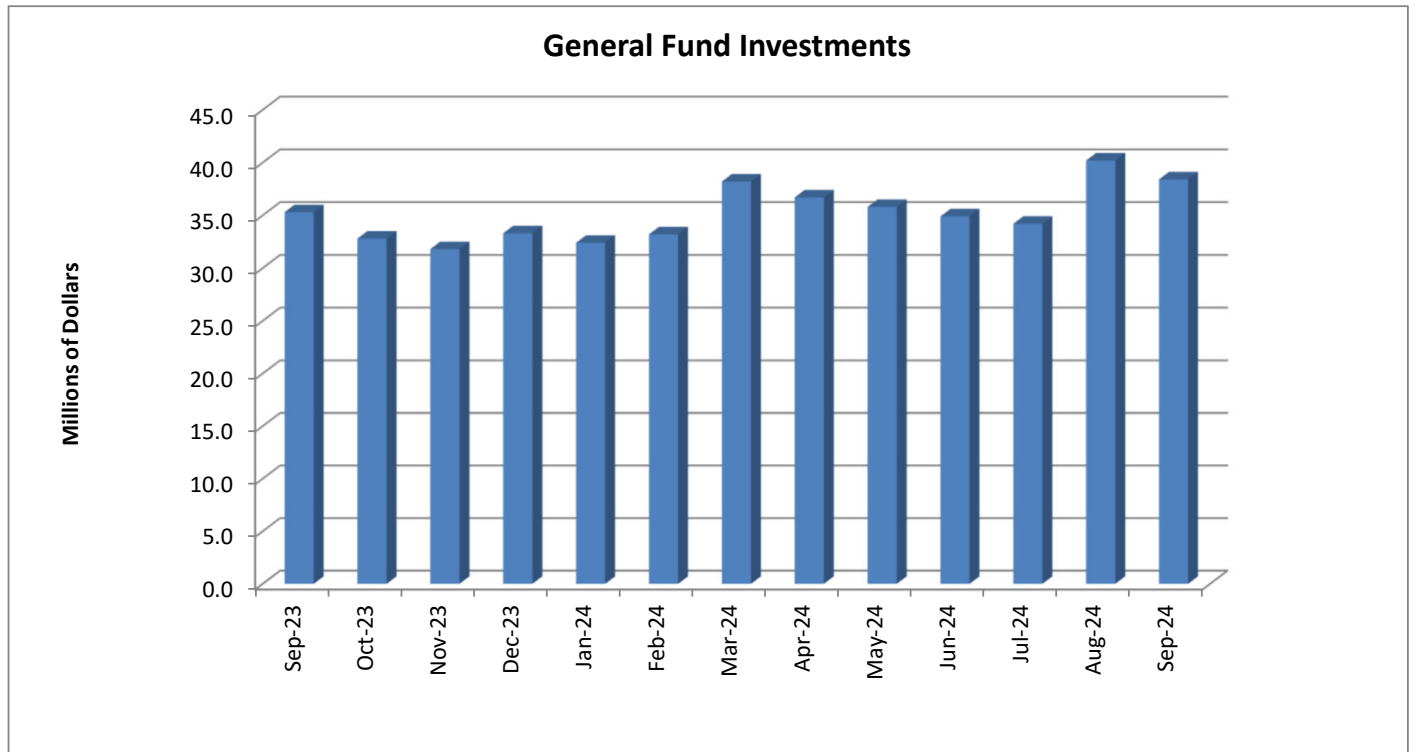
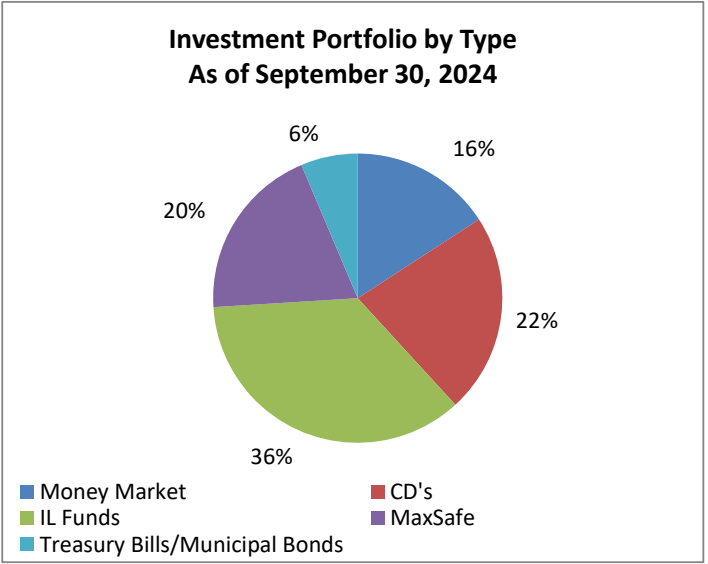
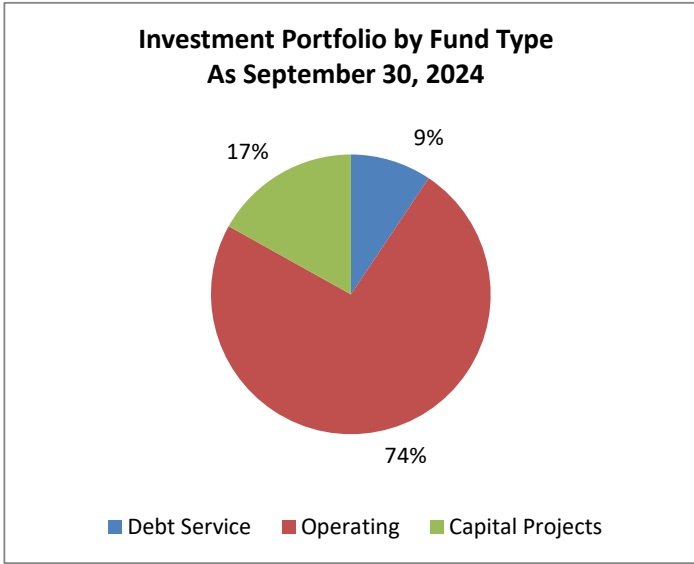


**Total Water Consumption  
Month of September**



## Village Investments

As of September 30, 2024, the Village's investment portfolio (not including pension trust funds) totaled \$105.2 million. Of this amount, \$77.6 million pertained to the various operating funds. As can be seen in the following graphs, the remaining \$27.6 million is related to debt service and capital projects funds.



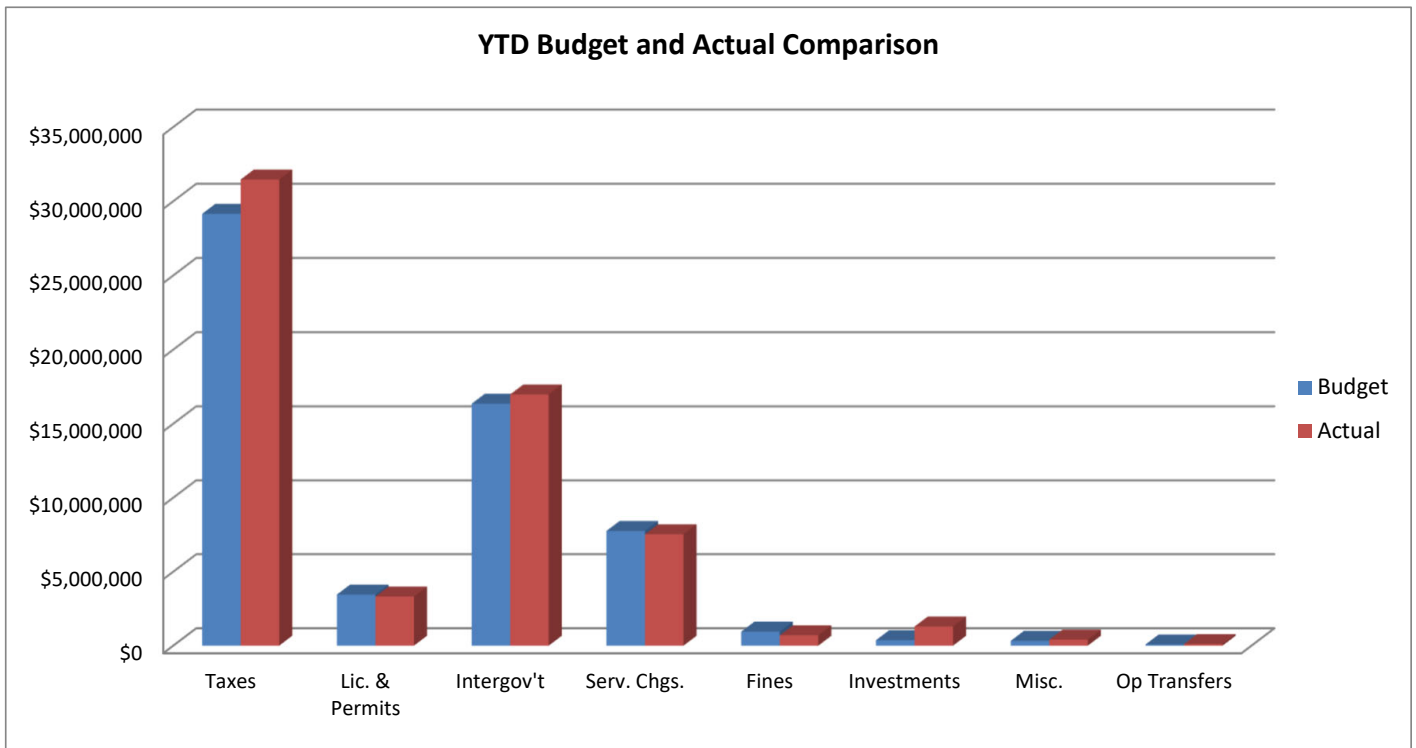
## Operating Funds

### General Fund

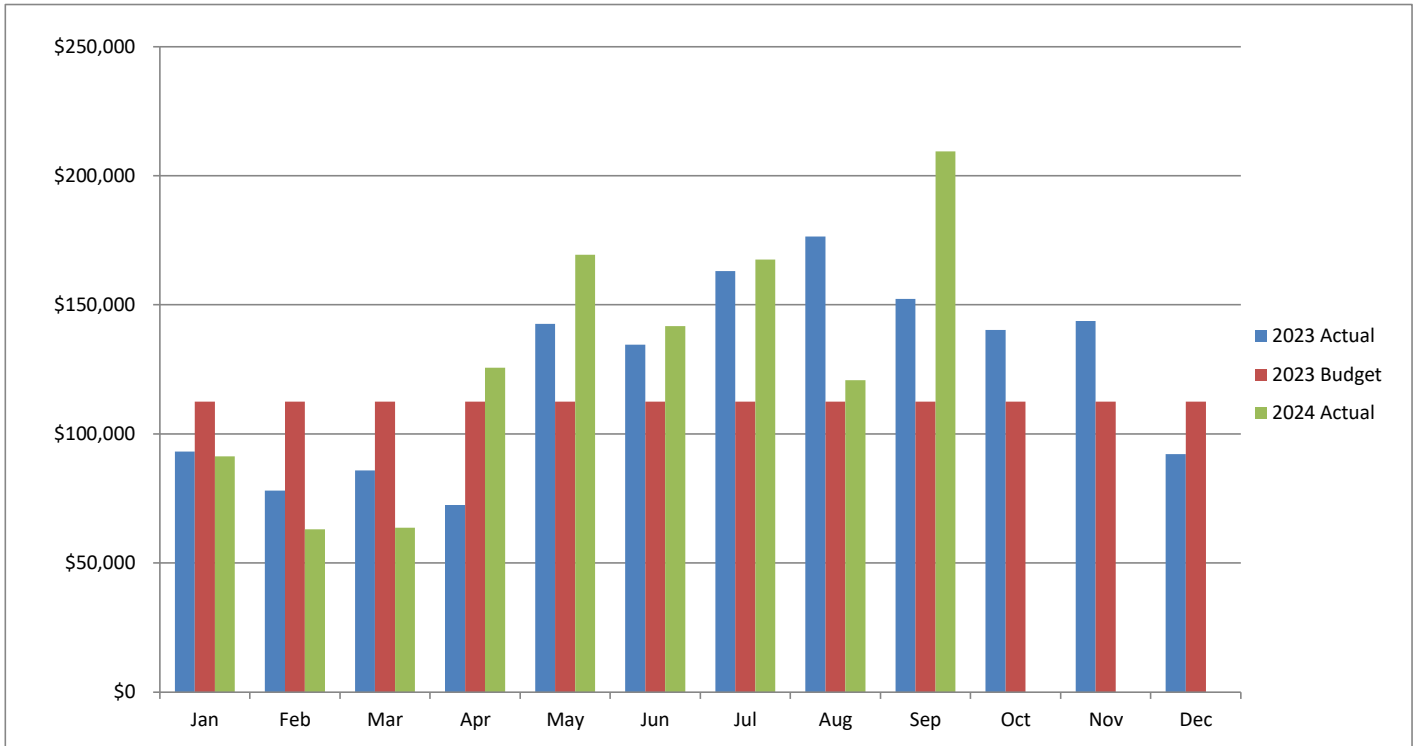
For the month of September, General Fund revenues totaled \$3,712,025 and expenditures totaled \$4,859,377 resulting in a deficit of \$1,147,352.

**Revenues:** September year-to-date figures are detailed in the table below. Property taxes are due in March and August every year. Fines and forfeits are under budget due to various red light cameras being out of service because of IDOT infrastructure upgrades. 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	\$ 29,152,185	\$ 31,462,766	7.9%
Licenses & Permits	3,455,875	3,322,826	-3.8%
Intergovernmental	16,352,850	16,980,468	3.8%
Charges for Services	7,756,314	7,531,056	-2.9%
Fines & Forfeits	949,875	696,728	-26.7%
Investments	375,000	1,293,825	245.0%
Miscellaneous	329,063	407,368	23.8%
Operating Transfers	82,500	111,598	35.3%
<b>TOTAL</b>	<b>\$ 58,453,661</b>	<b>\$ 61,806,635</b>	<b>5.7%</b>

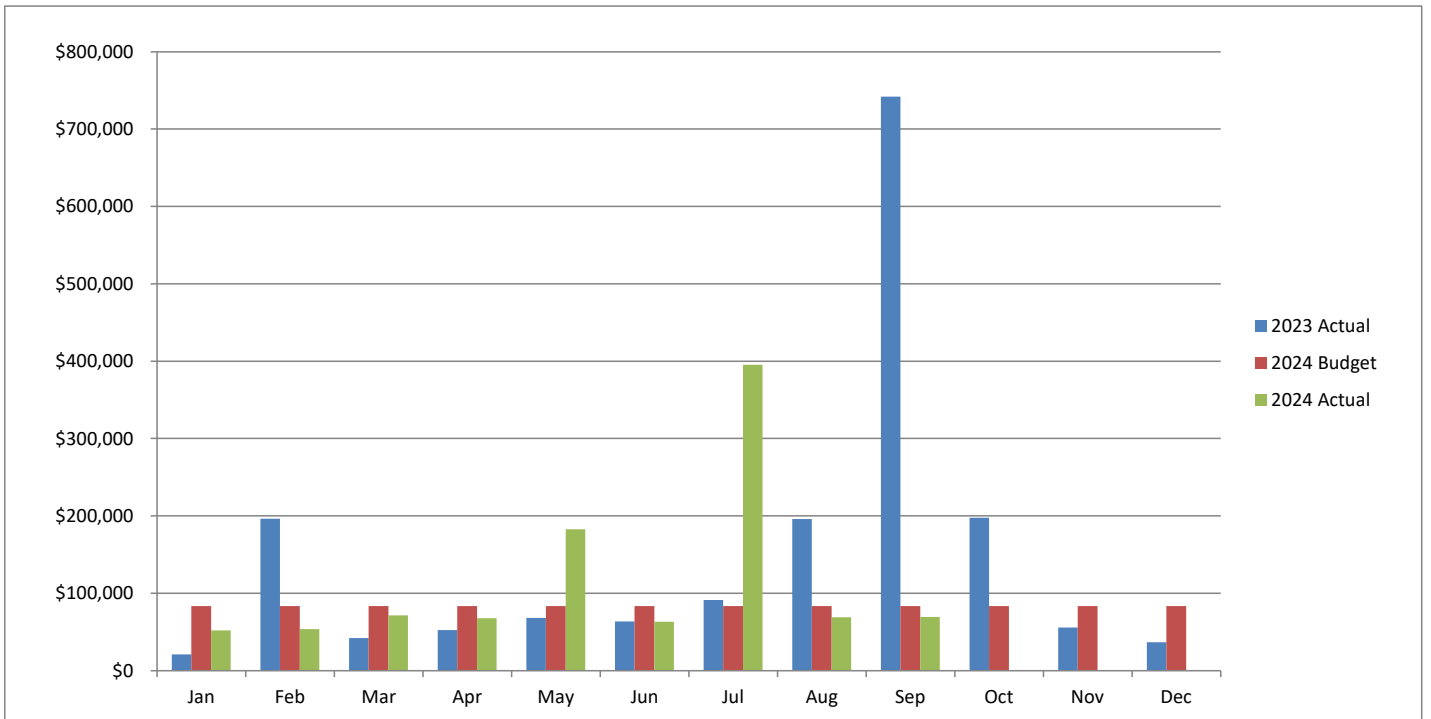


## Hotel Tax



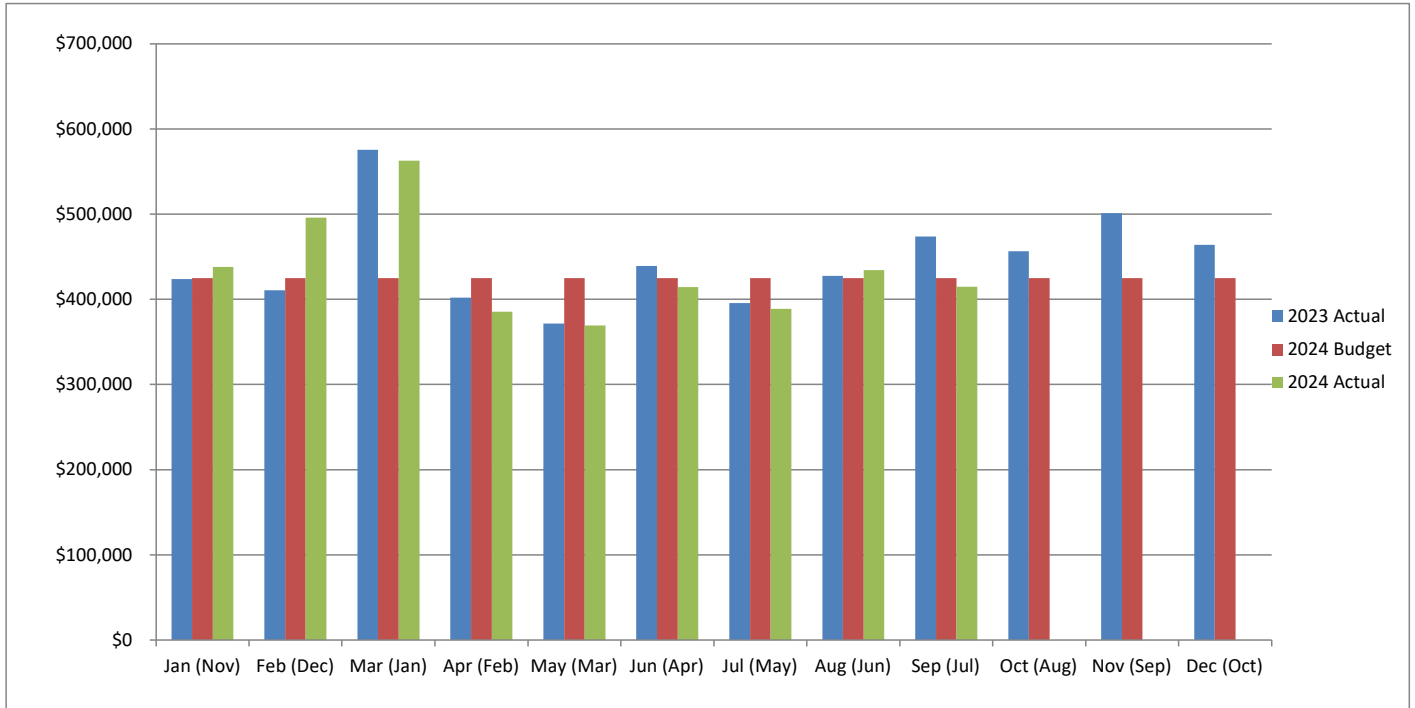
<u>Month Received</u>	<u>2023 Actual</u>	<u>2023 Budget</u>	<u>2024 Actual</u>	<u>Cumulative Variance 2024 Actual vs. Budget</u>
Jan	\$ 93,131	\$ 112,500	\$ 91,334	\$ (21,166)
Feb	78,005	\$ 112,500	63,041	(70,625)
Mar	85,887	\$ 112,500	63,678	(119,447)
Apr	72,430	\$ 112,500	125,653	(106,294)
May	142,631	\$ 112,500	169,377	(49,417)
Jun	134,604	\$ 112,500	141,729	(20,188)
Jul	163,051	\$ 112,500	167,496	34,808
Aug	176,407	\$ 112,500	120,820	43,128
Sep	152,299	\$ 112,500	209,478	140,106
Oct	140,271	\$ 112,500		
Nov	143,778	\$ 112,500		
Dec	92,198	\$ 112,500		
<b>YTD Totals</b>	<b><u>\$ 1,474,692</u></b>	<b><u>\$ 1,350,000</u></b>	<b><u>\$ 1,152,607</u></b>	

## Real Estate Transfer Tax



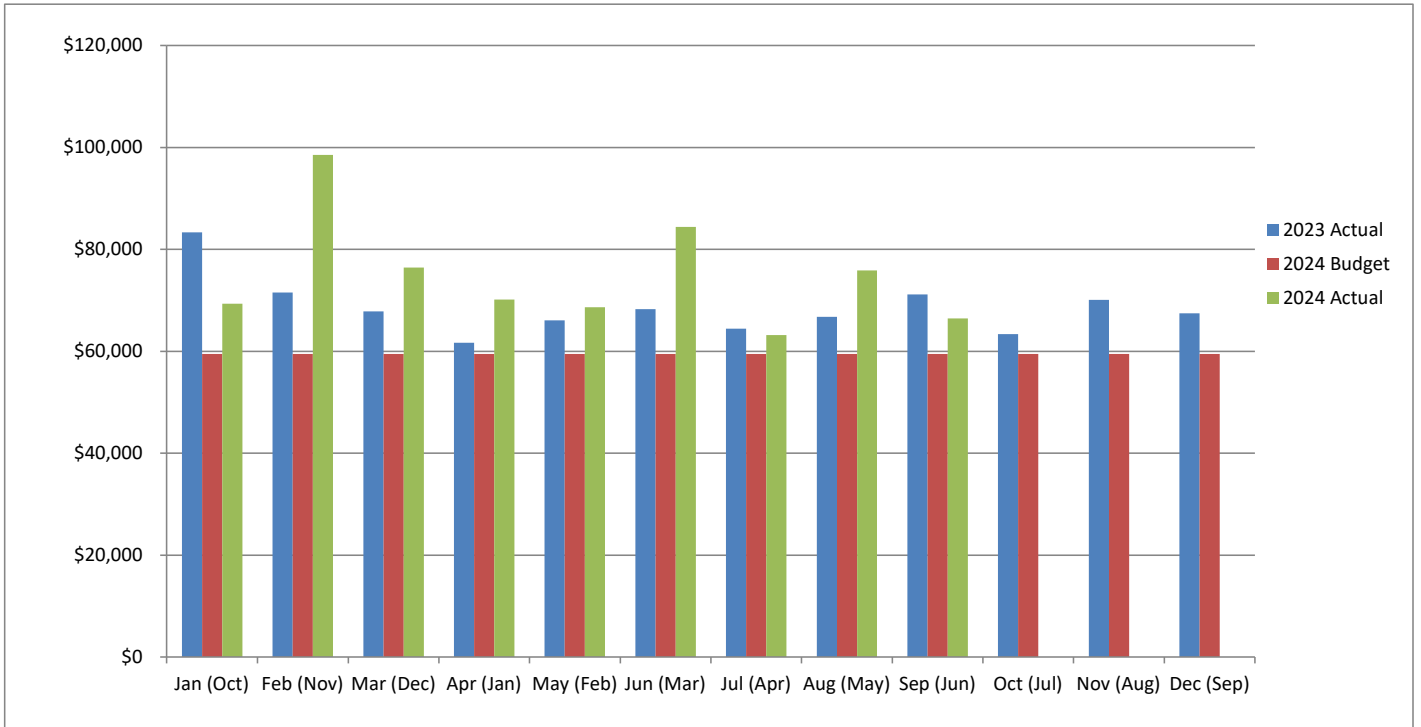
<u>Month Received</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>Cumulative Variance 2024 Actual vs. Budget</u>
Jan	\$ 21,084	\$ 83,333	\$ 51,857	\$ (31,476)
Feb	196,242	\$ 83,333	53,610	(61,200)
Mar	42,126	\$ 83,333	71,360	(73,173)
Apr	52,464	\$ 83,333	67,779	(88,727)
May	68,106	\$ 83,333	182,845	10,784
Jun	63,592	\$ 83,333	63,269	(9,280)
Jul	91,242	\$ 83,333	395,201	302,588
Aug	196,094	\$ 83,333	68,872	288,126
Sep	741,763	\$ 83,333	69,494	274,287
Oct	197,639	\$ 83,333		
Nov	55,658	\$ 83,333		
Dec	36,649	\$ 83,333		
<b>YTD Totals</b>	<u><u>\$ 1,762,659</u></u>	<u><u>\$ 1,000,000</u></u>	<u><u>\$ 1,024,287</u></u>	

## Home Rule Sales Tax



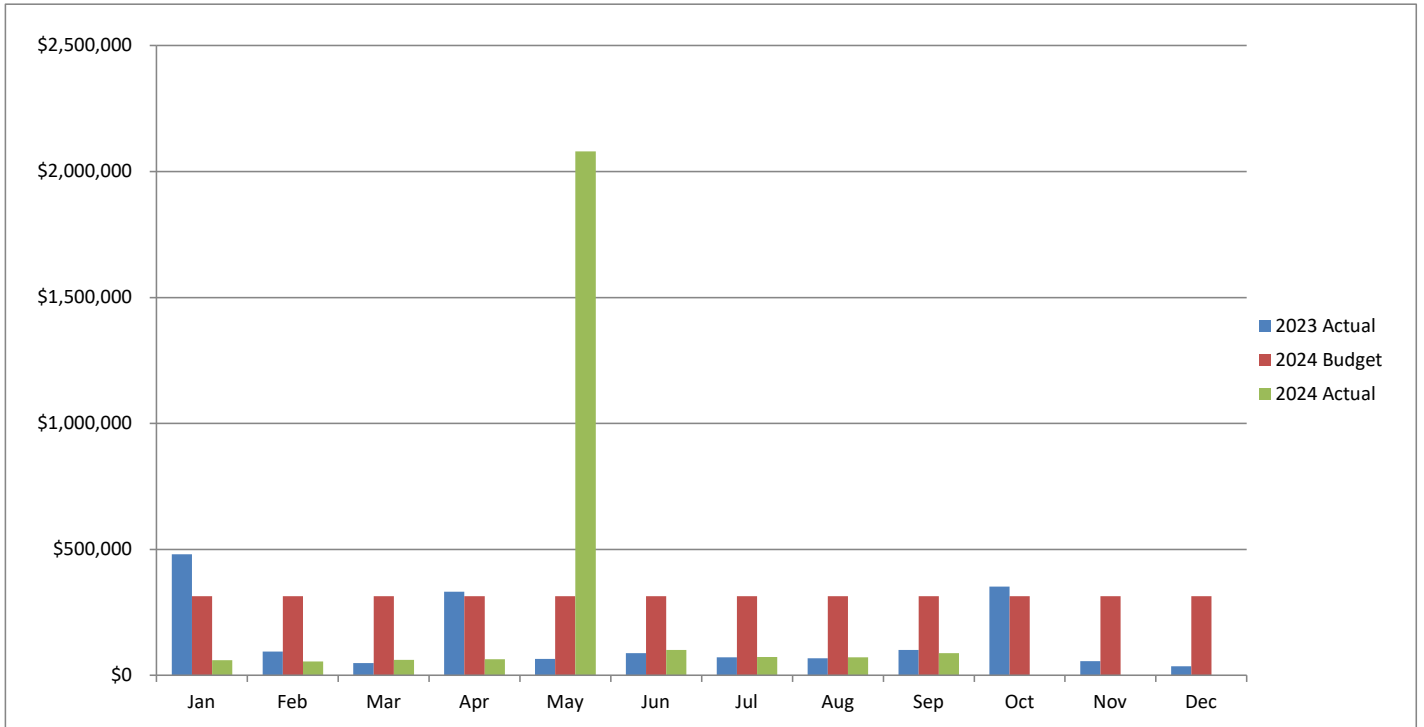
<b>Month Received (Liability Period)</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Actual</b>	<b>Cumulative Variance 2024 Actual vs. Budget</b>
Jan (Nov)	\$ 423,652	\$ 425,000	\$ 438,150	\$ 13,150
Feb (Dec)	410,413	425,000	495,684	83,834
Mar (Jan)	575,375	425,000	562,546	221,380
Apr (Feb)	401,910	425,000	385,564	181,944
May (Mar)	371,535	425,000	369,402	126,346
Jun (Apr)	438,949	425,000	414,474	115,820
Jul (May)	395,586	425,000	388,903	79,723
Aug (Jun)	427,355	425,000	434,217	88,940
Sep (Jul)	473,705	425,000	414,799	78,739
Oct (Aug)	456,324	425,000		
Nov (Sep)	501,054	425,000		
Dec (Oct)	464,039	425,000		
<b>YTD Totals</b>	<b>\$ 5,339,897</b>	<b>\$ 5,100,000</b>	<b>\$ 3,903,739</b>	

## Telecommunications Tax



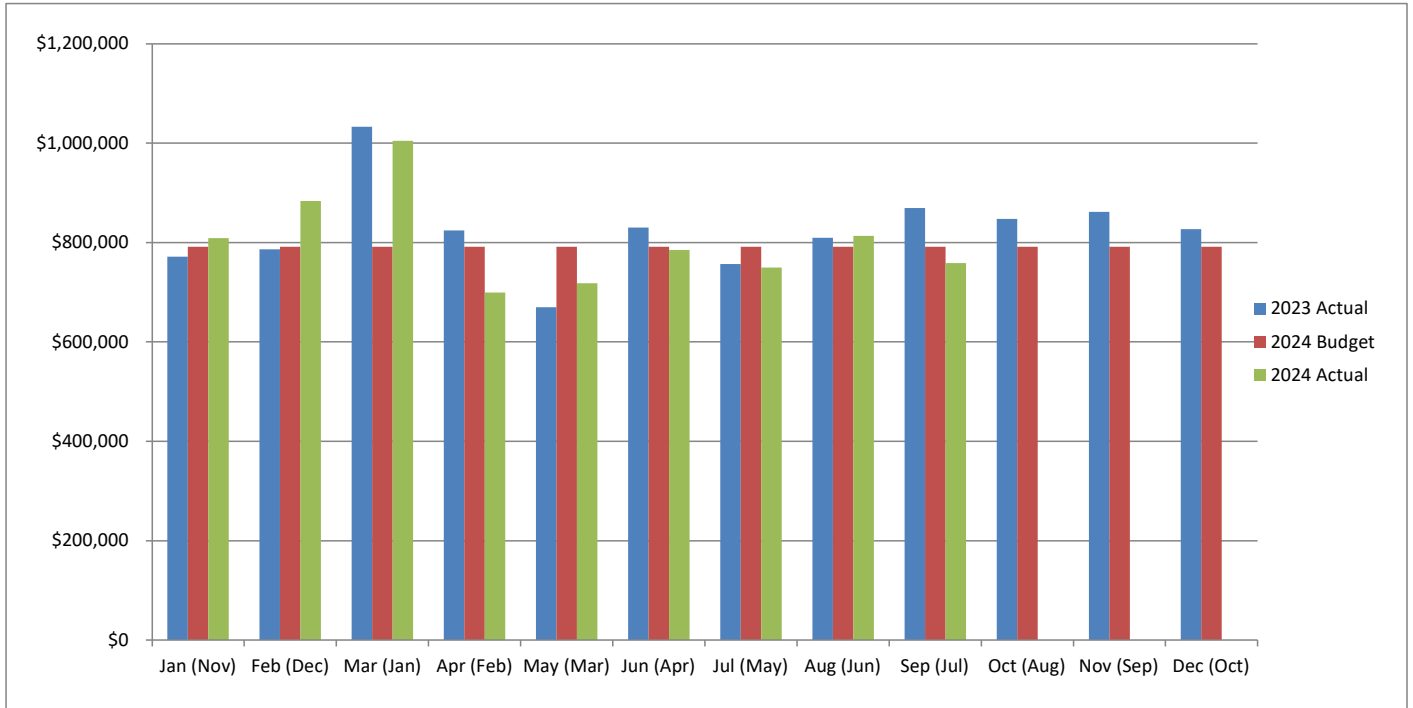
<b><u>Month Received (Liability Period)</u></b>	<b><u>2023 Actual</u></b>	<b><u>2024 Budget</u></b>	<b><u>2024 Actual</u></b>	<b><u>Cumulative Variance 2024 Actual vs. Budget</u></b>
Jan (Oct)	\$ 83,366	\$ 59,500	\$ 69,354	\$ 9,854
Feb (Nov)	71,550	59,500	98,545	48,899
Mar (Dec)	67,812	59,500	76,426	65,825
Apr (Jan)	61,670	59,500	70,137	76,462
May (Feb)	66,092	59,500	68,632	85,594
Jun (Mar)	68,300	59,500	84,410	110,504
Jul (Apr)	64,435	59,500	63,214	114,218
Aug (May)	66,758	59,500	75,906	130,624
Sep (Jun)	71,144	59,500	66,451	137,575
Oct (Jul)	63,377	59,500		
Nov (Aug)	70,128	59,500		
Dec (Sep)	67,442	59,500		
<b>YTD Totals</b>	<b>\$ 822,074</b>	<b>\$ 714,000</b>	<b>\$ 673,075</b>	

## Building Permits



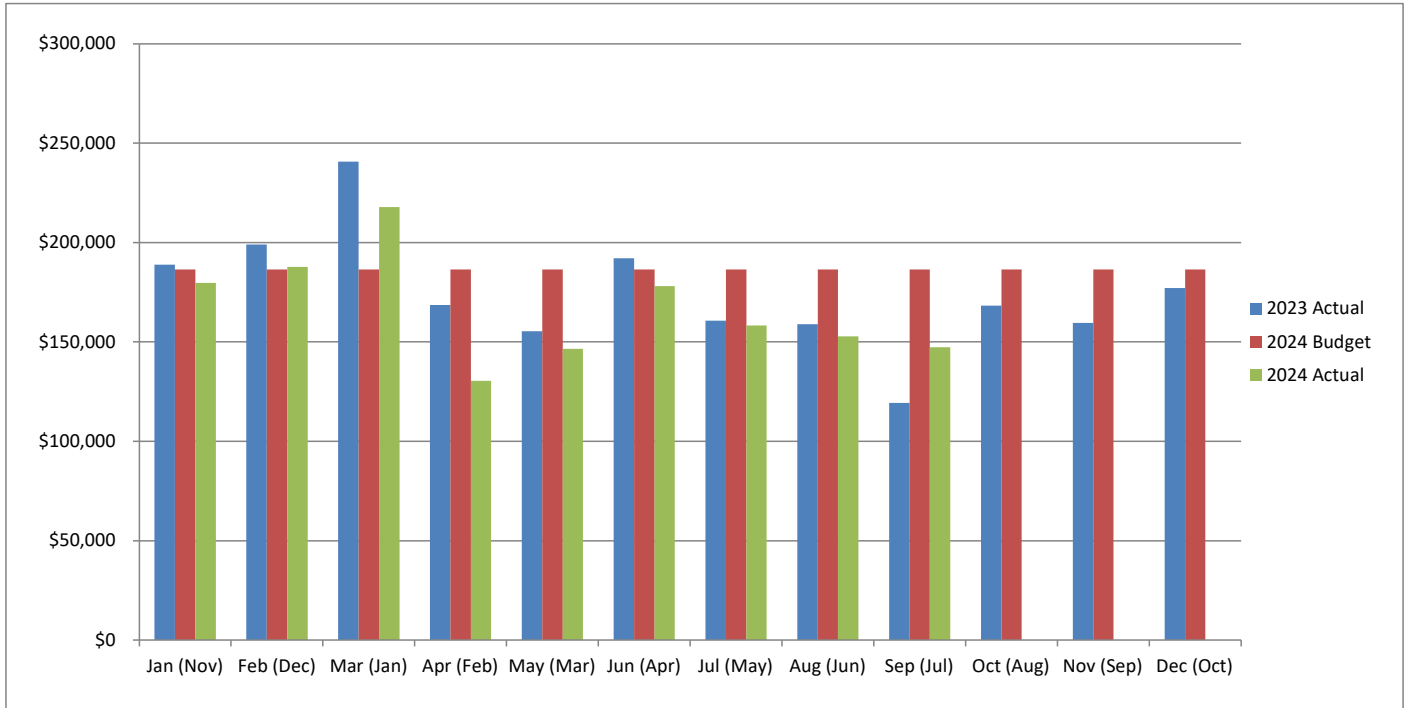
<u>Month Received</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>Cumulative Variance 2024 Actual vs. Budget</u>
Jan	\$ 480,762	\$ 313,917	\$ 60,040	\$ (253,877)
Feb	93,900	313,917	55,603	(512,190)
Mar	48,876	313,917	61,283	(764,824)
Apr	331,985	313,917	63,753	(1,014,988)
May	65,328	313,917	2,080,295	751,390
Jun	87,754	313,917	100,907	538,381
Jul	71,887	313,917	72,916	297,380
Aug	67,226	313,917	71,097	54,560
Sep	101,257	313,917	87,733	(171,623)
Oct	352,417	313,917		
Nov	56,749	313,917		
Dec	35,910	313,917		
<b>YTD Totals</b>	<b>\$ 1,794,051</b>	<b>\$ 3,767,000</b>	<b>\$ 2,653,626</b>	

## State Sales Tax



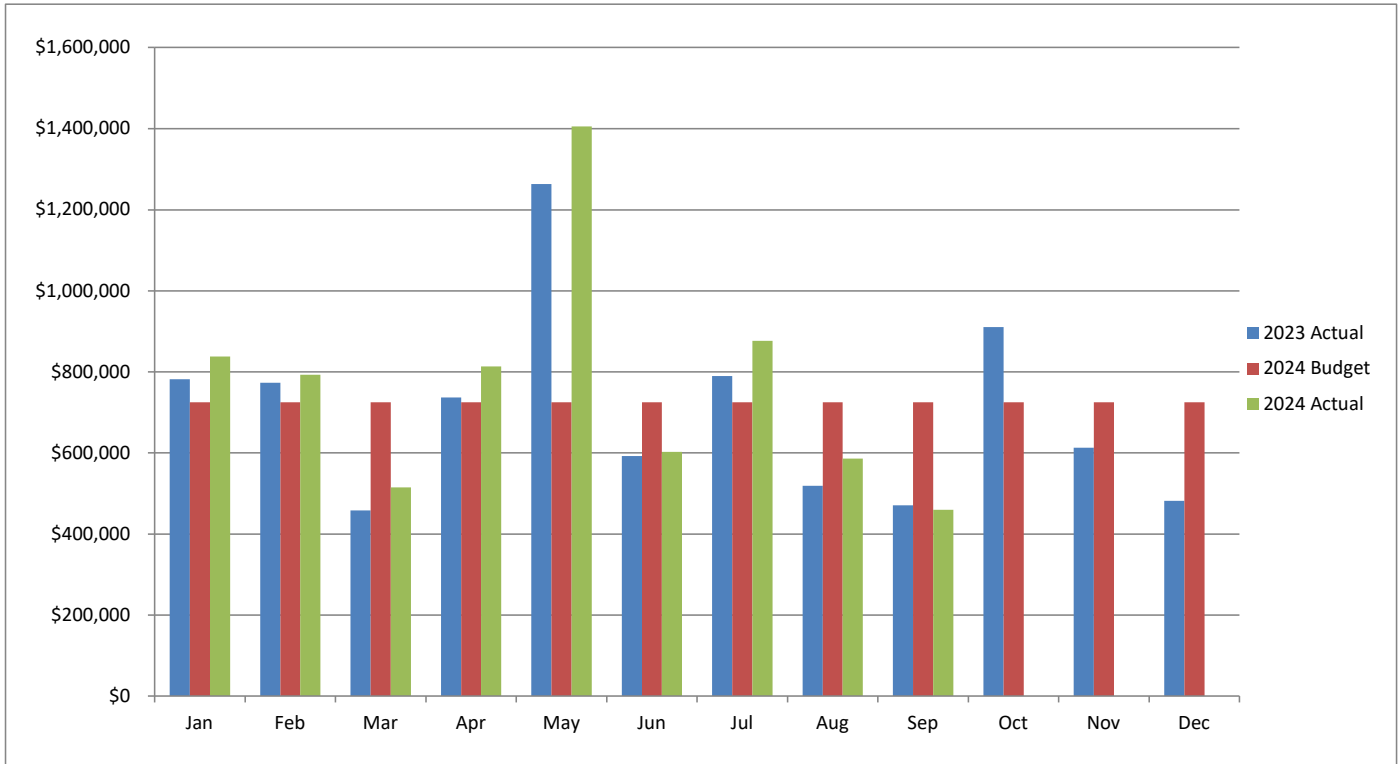
<b>Month Received (Liability Period)</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Actual</b>	<b>Cumulative Variance 2024 Actual vs. Budget</b>
Jan (Nov)	\$ 771,190	\$ 791,667	\$ 808,921	\$ 17,254
Feb (Dec)	786,357	791,667	883,554	109,142
Mar (Jan)	1,032,688	791,667	1,004,852	322,327
Apr (Feb)	824,218	791,667	699,648	230,308
May (Mar)	669,436	791,667	718,105	156,747
Jun (Apr)	829,826	791,667	785,198	150,278
Jul (May)	756,911	791,667	749,612	108,223
Aug (Jun)	809,698	791,667	813,594	130,151
Sep (Jul)	869,194	791,667	758,519	97,003
Oct (Aug)	847,472	791,667		
Nov (Sep)	861,673	791,667		
Dec (Oct)	826,887	791,667		
<b>YTD Totals</b>	<b>\$ 9,885,550</b>	<b>\$ 9,500,000</b>	<b>\$ 7,222,004</b>	

## Local Use Tax



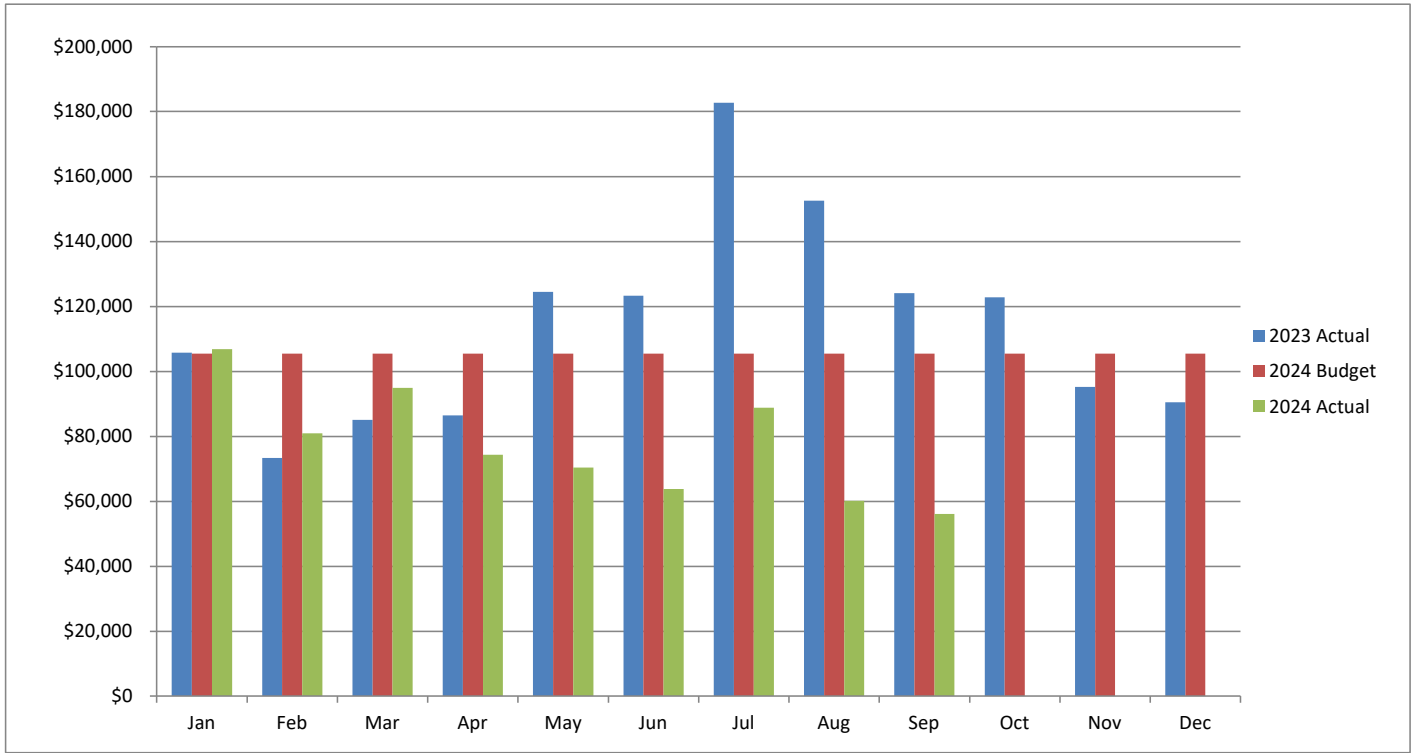
<b>Month Received (Liability Period)</b>	<b>2023 Actual</b>	<b>2024 Budget</b>	<b>2024 Actual</b>	<b>Cumulative Variance 2024 Actual vs. Budget</b>
Jan (Nov)	\$ 188,807	\$ 186,439	\$ 179,612	\$ (6,827)
Feb (Dec)	199,028	186,439	187,649	(5,617)
Mar (Jan)	240,748	186,439	217,806	25,749
Apr (Feb)	168,546	186,439	130,348	(30,342)
May (Mar)	155,297	186,439	146,545	(70,236)
Jun (Apr)	192,095	186,439	178,024	(78,651)
Jul (May)	160,727	186,439	158,305	(106,786)
Aug (Jun)	158,964	186,439	152,768	(140,457)
Sep (Jul)	119,330	186,439	147,388	(179,508)
Oct (Aug)	168,165	186,439		
Nov (Sep)	159,504	186,439		
Dec (Oct)	177,037	186,439		
<b>YTD Totals</b>	<b>\$ 2,088,248</b>	<b>\$ 2,237,270</b>	<b>\$ 1,498,445</b>	

## Income Tax



2022-2023			2023-2024				Cumulative Variance 2023 Actual vs. Budget
Month	Liab Pd	2023 Actual	Month	2024 Budget	Liab Pd	2024 Actual	
Jan	Dec-22	\$ 781,805	Jan	\$ 725,000	Dec-23	\$ 837,825	\$ 112,825
Feb	Jan-23	773,017	Feb	725,000	Jan-24	792,766	180,591
Mar	Feb-23	457,829	Mar	725,000	Feb-24	515,268	(29,141)
Apr	Mar-23	736,856	Apr	725,000	Mar-24	813,514	59,373
May	Apr-23	1,263,622	May	725,000	Apr-24	1,405,762	740,135
Jun	May-23	592,522	Jun	725,000	May-24	602,488	617,623
Jul	Jun-23	789,418	Jul	725,000	Jun-24	876,499	769,122
Aug	Jul-23	518,836	Aug	725,000	Jul-24	585,640	629,762
Sep	Aug-23	470,926	Sep	725,000	Aug-24	459,756	364,518
Oct	Sep-23	910,298	Oct	725,000	Sep-24		
Nov	Oct-23	613,171	Nov	725,000	Oct-24		
Dec	Nov-23	481,759	Dec	725,000	Nov-24		
YTD Totals		<u>\$ 8,390,058</u>			<u>\$ 8,700,000</u>	<u>\$ 6,889,517</u>	

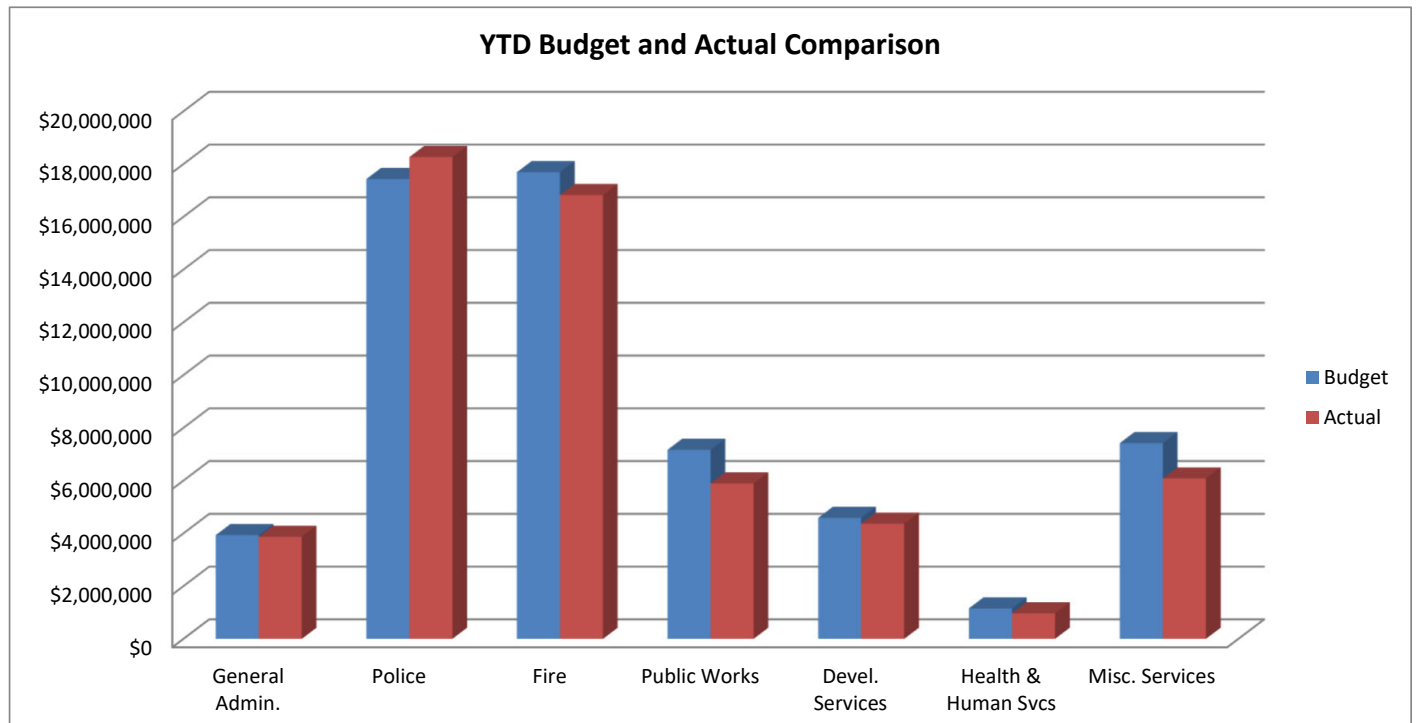
## Fines



<u>Month Received</u>	<u>2023 Actual</u>	<u>2024 Budget</u>	<u>2024 Actual</u>	<u>Cumulative Variance 2023 Actual vs. Budget</u>
Jan	\$ 105,833	\$ 105,542	\$ 106,948	\$ 1,406
Feb	73,355	105,542	81,016	(23,119)
Mar	85,109	105,542	94,997	(33,664)
Apr	86,480	105,542	74,338	(64,868)
May	124,553	105,542	70,474	(99,936)
Jun	123,364	105,542	63,803	(141,674)
Jul	182,696	105,542	88,831	(158,385)
Aug	152,626	105,542	60,138	(203,789)
Sep	124,167	105,542	56,183	(253,147)
Oct	122,829	105,542		
Nov	95,297	105,542		
Dec	90,540	105,542		
<b>YTD Totals</b>	<b>\$ 1,366,849</b>	<b>\$ 1,266,500</b>	<b>\$ 696,728</b>	

**Expenditures:** General Fund expenditures in September were \$1,722,535 below the budgeted figure of \$6,581,912. The summary of year-to-date actuals versus budgeted expenditures shown below reflect positive variances for the Village departments for the year. The Legal division is over due to a property tax bill for the new Fire Station property acquired.

EXPENDITURES	YEAR-TO-DATE		VARIANCE
	BUDGET	ACTUAL	
Legislative	\$ 340,395	\$ 297,935	12.5%
Administration	908,445	895,757	1.4%
Legal	387,518	472,038	-21.8%
Finance	1,028,753	1,036,297	-0.7%
Village Clerk	199,080	189,070	5.0%
HRM	584,385	555,443	5.0%
Communications	409,035	344,045	15.9%
Emergency Operations	76,043	79,401	-4.4%
Police	17,431,860	18,264,616	-4.8%
Fire	17,691,923	16,823,762	4.9%
Public Works	7,167,398	5,890,199	17.8%
Development Services	4,585,973	4,366,197	4.8%
H&HS	1,154,745	968,814	16.1%
Miscellaneous	7,419,050	6,080,796	18.0%
<b>TOTAL</b>	<b>\$ 59,384,600</b>	<b>\$ 56,264,370</b>	<b>5.3%</b>



## **Department News**

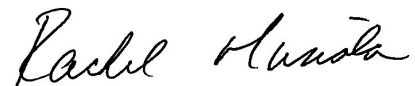
During the month of September, Finance Staff attended the following training sessions:

- Attended Sikich webinar “Yellowbook Session 8: Accounting and Reporting for Cash and Investments” (Accounting Manager).

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

- The Budget Team (Village Manager, Deputy Village Manager, Assistant Village Manager, Director of Finance, and Assistant Finance Director) completed their initial budget review meetings with Departments for the FY2025 operating and capital budgets.
- Attended the IGFOA Annual State Conference (Finance Director, Assistant Finance Director, Accounting Manager and Accountant I).
- Attended the EMS|MC Regional User Group meeting (Assistant Finance Director, and Accounting Assistant)

Respectfully Submitted,



Rachel Musiala

**MONTHLY REPORT STATISTICS**

**September-24**

	<u>Sep-24</u>	<u>YTD Sep-24</u>	<u>Sep-23</u>	<u>YTD Sep-23</u>	<u>% Inc / Dec</u>	
					<u>Month</u>	<u>Year</u>
<b><u>Credit Card Transactions</u></b>						
Finance and Code Front Counter						
Number	326	2,803	263	2,542	24.0%	10.3%
Amount	\$ 41,309	382,348	\$ 38,305	356,584	7.8%	7.2%
Internet Sales						
Number	2,618	25,559	2,669	24,203	-1.9%	5.6%
Amount	\$ 516,117	4,427,216	\$ 496,147	4,026,175	4.0%	10.0%
Total						
Number	2,944	28,362	2,932	26,745	0.4%	6.0%
Amount	\$ 557,426	4,809,564	\$ 534,452	\$ 4,382,759	4.3%	9.7%
Credit Card Company Fees						
General Fund	\$ 125	1,143	\$ 98	938	28.0%	21.9%
Water Fund	7,922	70,233	7,018	58,447	12.9%	20.2%
Total Fees	\$ 8,047	\$ 71,376	\$ 7,116	\$ 59,385	13.1%	20.2%
<b><u>Accounts Receivable</u></b>						
Invoices Mailed						
Number	46	498	54	538	-14.8%	-7.4%
Amount	\$ 106,094	1,888,385	\$ 104,871	1,771,518	1.2%	6.6%
Invoices Paid						
Number	59	560	62	551	-4.8%	1.6%
Amount	\$ 148,519	1,823,854	\$ 134,123	1,779,388	10.7%	2.5%
Reminders Sent						
Number	4	100	18	99	-77.8%	1.0%
Amount	\$ 32,951	113,174	\$ 3,300	49,744	898.5%	127.5%
<b><u>Accounts Payable</u></b>						
Checks Issued						
Number	280	2,946	291	2,997	-3.8%	-1.7%
Amount	\$ 3,220,592	25,197,262	\$ 4,081,377	21,193,170	-21.1%	18.9%
Manual Checks Issued						
Number	15	229	17	188	-11.8%	21.8%
As % of Total Checks	5.36%	7.77%	5.84%	6.27%	-8.3%	23.9%
Amount	\$ 192,509	3,051,236	\$ 27,914	1,285,916	589.6%	137.3%
As % of Total Checks	5.98%	12.11%	0.68%	6.07%	774.0%	99.6%
<b><u>Utility Billing</u></b>						
New Utility Accounts	79	729	72	710	9.7%	2.7%
Bills Mailed / Active Accounts	15,724	141,580	15,711	141,520	0.1%	0.0%
Final Bills Mailed	98	1,053	93	909	5.4%	15.8%
Shut-Off Notices	1,175	9,834	1,069	9,414	9.9%	4.5%
Actual Shut-Offs	14	143	13	153	7.7%	-6.5%
Total Billings	\$ 2,095,871	19,381,763	\$ 2,415,917	19,251,658	-13.2%	0.7%
Direct Debit (ACH) Program						
New Accounts	44	731	16	391	175.0%	87.0%
Total Accounts	6,400	56,523	6,056	53,837	5.7%	5.0%
As % of Active Accounts	40.70%	39.92%	38.55%	38.04%	2.2%	4.9%
Water Payments Received in Current Month						
Total Bills Mailed	15,724	141,580	15,711	141,520	0.1%	0.0%
ACH Payments	6,400	56,523	6,056	53,837	5.7%	5.0%
ACH Payments-% of Total Bills	40.70%	39.92%	38.55%	38.04%	5.6%	4.9%
On-line Payments (Internet Sales)	2,159	20,160	2,230	19,056	-3.2%	5.8%
On-line Payments-% of Total Bills	13.73%	14.24%	14.19%	13.47%	-3.3%	5.7%
Over-the-phone Payments	516	4,419	522	4,392	-1.1%	0.6%
Over-the-phone Payments-% of Total Bills	3.28%	3.12%	3.32%	3.10%	-1.2%	0.6%
Mail-in Payments	6,397	58,342	6,888	61,929	-7.1%	-5.8%
Mail-in Payments-% of Total Bills	40.68%	41.21%	43.84%	43.76%	-7.2%	-5.8%

**WATER BILLING ANALYSIS**  
**September 30, 2024**

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

<u>Month Billed</u>	<u>2021-2022</u>	<u>2022-2023</u>	<u>2023-2024</u>
September	5,055	4,738	5,031
October	4,943	4,281	4,377
November	4,158	4,243	4,191
December	4,173	4,057	4,079
January	4,344	4,648	4,203
February	4,599	3,945	4,370
March	3,945	3,766	3,886
April	4,186	4,361	4,092
May	4,195	3,753	4,014
June	4,430	4,878	4,319
July	5,072	5,692	4,910
August	5,085	4,780	4,670
September	4,738	5,031	5,320
13 Month Average -	4,533	4,475	4,420
% Change -	-6.0%	-1.3%	-1.2%

**Total Water Customers**

**Average Bill**

<u>Customer Type</u>	<u>Customer Type</u>			<u>Customer Type</u>	<u>Customer Type</u>		
	<u>Sep-23</u>	<u>Sep-24</u>	<u>% Change</u>		<u>Sep-23</u>	<u>Sep-24</u>	<u>% Change</u>
Residential	14,822	14,818	0.0%	Residential	\$ 77.19	\$ 84.22	9.1%
Commercial	889	906	1.9%				
Total	15,711	15,724	0.1%				

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

	<u>Month-To-Date</u>				<u>Year-To-Date</u>		
	<u>Sep-23</u>	<u>Sep-24</u>	<u>% Change</u>		<u>Sep-23</u>	<u>Sep-24</u>	<u>% Change</u>
Residential	74	79	6.3%	Residential	604	591	-2.2%
Commercial	57	65	12.3%	Commercial	409	419	2.4%
	131	144	9.9%		1,013	1,010	-0.3%

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of September 30, 2024**

Fund	Investment Date	Book Value	Market Value	Maturity Value	Rate of Interest
<b><u>General Fund</u></b>					
Illinois Funds - General	09/30/86	8,169,025.41			5.229
Illinois Funds - Veterans Memorial	05/01/92	350.31			5.229
HE Community Bank-Money Market	07/13/04	3,331,135.64			5.300
Treasury Bills/Municipal Bonds	08/09/21	5,221,199.80	4,932,631.06	5,221,199.80	0.930
PMA iPrime	11/07/08	1,463,974.05			5.030
CD with PMA	08/22/13	20,199,618.67	23,553,006.73	23,551,513.47	4.720
		38,385,303.88			
<b><u>Motor Fuel Tax</u></b>					
Illinois Funds	09/30/86	541,981.92			5.229
HE Community Bank-Money Market		555,740.88			5.300
		1,097,722.80			
<b><u>Asset Seizure - State</u></b>					
Illinois Funds	11/30/98	62,381.53			5.229
<b><u>Asset Seizure - BATTLE</u></b>					
Illinois Funds	07/10/08	1,011.52			5.229
<b><u>Municipal Waste System</u></b>					
Illinois Funds	08/31/98	8,900.03			5.229
HE Community Bank-Money Market		333,213.31			5.300
		342,113.34			
<b><u>2015A &amp; 2015C G.O.D. S.</u></b>					
HE Community Bank-Money Market		654,542.67			5.300
<b><u>Central Road Corridor Improv.</u></b>					
Illinois Funds	12/15/88	10,941.68			5.229
PMA iPrime	11/07/08	4,294.20			5.030
		15,235.88			
<b><u>Hoffman Blvd Bridge Maintenance</u></b>					
Illinois Funds	07/01/98	12,561.95			5.229
HE Community Bank-Money Market		276,787.83			5.300
		289,349.78			
<b><u>Western Corridor</u></b>					
Illinois Funds	06/30/01	1,687,312.24			5.229
CD with PMA	08/22/13	965,070.33	964,876.61	997,752.69	4.720
PMA iPrime	01/07/09	30,843.15			5.030
		2,683,225.72			

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of September 30, 2024**

<b>Fund</b>	<b>Investment Date</b>	<b>Book Value</b>	<b>Market Value</b>	<b>Maturity Value</b>	<b>Rate of Interest</b>
<b><u>Prairie Stone Capital</u></b>					
Illinois Funds	08/22/91	451,450.38			5.229
PMA iPrime	02/10/11	104,003.84			5.030
		555,454.22			
<b><u>Road Improvement</u></b>					
Illinois Funds	01/01/15	393,729.27			5.229
Treasury Bills	08/09/21	740,377.17	743,845.27	778,800.00	0.930
PMA iPrime		1,952.77			5.030
		1,136,059.21			
<b><u>Western Area Rd Impr Impact Fees</u></b>					
Illinois Funds	08/01/98	1,137,361.90			5.229
HE Community Bank-Money Market		143,924.66			5.300
		1,281,286.56			
<b><u>Capital Improvements</u></b>					
Illinois Funds	12/31/96	1,191,858.67			5.229
<b><u>Capital Vehicle &amp; Equipment</u></b>					
Illinois Funds	12/31/96	771,292.23			5.229
PMA iPrime	01/07/09	69,605.79			5.030
		840,898.02			
<b><u>Capital Replacement</u></b>					
Illinois Funds	02/01/98	6,029,954.32			5.229
HE Community Bank-Money Market	07/13/04	1,694,258.99			5.300
PMA iPrime	11/07/08	286,626.28			5.030
		8,010,839.59			
<b><u>Water and Sewer</u></b>					
Illinois Funds	09/30/86	11,496,269.40			5.229
Treasury Bills	08/09/21	740,377.17	743,845.27	778,800.00	0.930
PMA iPrime	11/07/08	3,034,108.04			5.030
HE Community Bank-Money Market		2,967,253.45			5.300
		18,238,008.06			
<b><u>Water and Sewer-2017 Bond Projects</u></b>					
PMA iPrime	09/13/17	855,250.71			5.030

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of September 30, 2024**

Fund	Investment Date	Book Value	Market Value	Maturity Value	Rate of Interest
<b><u>Now Arena Operating</u></b>					
Illinois Funds		429,436.10			5.229
HE Community Bank-Money Market		2,559,800.78			5.300
PMA iPrime		391,807.38			5.030
		4,818,018.73			
<b><u>Now Arena</u></b>					
H.E. Community Bank-MaxSafe		4,010,977.58	1,437,330.77	1,496,423.63	5.300
<b><u>Insurance</u></b>					
Illinois Funds	11/10/87	1,255,669.38			5.229
HE Community Bank-Money Market		412,342.50			5.300
PMA iPrime	11/07/08	576,025.96			5.030
CD with PMA	08/22/13	949,850.00	949,850.00	999,525.30	4.720
		3,193,887.84			
<b><u>Information Technology</u></b>					
Illinois Funds	02/01/98	1,169,590.74			5.229
HE Community Bank-Money Market		277,173.42			5.300
PMA iPrime	11/07/08	397,076.63			5.030
		1,843,840.79			
<b><u>Roselle Road TIF</u></b>					
Illinois Funds	09/30/03	1,458,864.31			5.229
HE Community Bank-Money Market		1,304,577.95			5.300
PMA iPrime	11/07/08	130,633.42			5.030
		2,894,075.68			
<b><u>Barr./Higgins TIF</u></b>					
Illinois Funds	08/26/91	620,969.73			5.229
HE Community Bank-Money Market		997,424.52			5.300
		1,618,394.25			
<b><u>2019 Captial Project Fund</u></b>					
HE Community Bank-Money Market		359,520.21			5.300
PMA iPrime	09/13/17	551,940.12			5.030
		1,463,400.45			
<b><u>Lakewood Center TIF</u></b>					
Illinois Funds		765,843.82			5.229
HE Community Bank-Money Market		56,436.47			5.300
		822,280.29			

**STATEMENT OF INVESTMENTS-VILLAGE**  
**As of September 30, 2024**

Fund	Investment Date	Book Value	Market Value	Maturity Value	Rate of Interest
<b><u>Hig/Old Sutton TIF</u></b>					
HE Community Bank-Money Market		83,033.47			5.300
<b><u>Hig/Hassell TIF</u></b>					
HE Community Bank-Money Market		162,814.49			5.300
<b><u>2018G.O. Debt Serv.</u></b>					
HE Community Bank-Money Market		463,528.35			5.300
<b><u>2024 G.O. Debt Serv.</u></b>					
PMA iPrime		8,765,213.71			5.030
<b>Total Investments</b>		<b>\$ 105,228,067.67</b>			
<b>Total Invested Per Institution</b>			<b><u>Percent Invested</u></b>		
Illinois Funds		37,666,756.84	35.80		
CD with PMA		23,551,513.47	22.38		
HE Community Bank-MaxSafe		4,010,977.58	3.81		
HE Community Bank-Money Market		16,633,509.59	15.81		
Treasury Bills/Municipal Bonds		6,701,954.14	6.37		
ISC at PMA		16,663,356.05	15.84		
		<b>\$105,228,067.67</b>	<b>100.00</b>		
<b>Total Invested Per Fund</b>					
Total Investments - Operating Funds			\$77,573,864.25		
Total Investments - Debt Service Funds			9,883,284.73		
Total Investments - Capital Projects Funds			\$17,770,918.69		
Total Investments - All Funds			<b>\$105,228,067.67</b>		

**PMA INVESTMENTS**  
**September 30, 2024**

	Settlement	Maturity	Cost	Market Value	Interest Rate
<b>GENERAL FUND</b>					
US Treasury N/B (48772)	08/10/21	02/15/25	2,229,177	2,095,234	2.000%
US Treasury N/B (48771)	08/10/21	08/15/25	2,229,210	2,071,011	2.000%
US Treasury N/B (50976)	02/24/22	02/28/26	762,813	766,386	0.500%
Western Alliance Bank	01/31/24	10/28/24	1,759,300	1,759,300	4.980%
Western Alliance Bank	01/31/24	01/30/25	1,762,250	1,762,250	5.008%
Flagstar Bank NA	02/07/24	05/07/25	244,547	244,566	4.663%
Morgan Stanley PVT Bank	02/07/24	08/07/25	244,507	244,944	4.505%
Morgan Stanley Bank NA	02/07/24	08/07/25	244,507	244,944	4.505%
Bank of New York Mellon	02/07/24	08/07/25	244,507	244,944	4.505%
iPrime Term Series 202500529AA52	05/31/24	05/29/25	7,500,000	7,500,000	5.100%
iPrime Term Series 20250725AA52	07/26/24	07/25/25	5,200,000	5,200,000	5.100%
iPrime Term Series 20260406AA105556	09/27/24	04/06/26	3,000,000	3,000,000	3.603%
<b>GENERAL FUND TOTALS:</b>			<b>\$25,420,818</b>	<b>\$25,133,580</b>	
<b>WESTERN CORRIDOR FUND</b>					
Schertz Bank & Trust	01/31/24	07/24/25	233,350	233,350	4.792%
Financial Federal Bank	01/31/24	07/24/25	232,650	232,650	5.000%
Investar Bank NA	02/14/24	05/14/25	249,567	249,362	4.412%
Southern First Bank NA	02/14/24	05/14/25	249,504	249,515	4.533%
<b>WESTERN CORRIDOR TOTALS:</b>			<b>\$965,070</b>	<b>\$964,877</b>	
<b>ROAD IMPROVEMENT FUND</b>					
US Treasury N/B (50976)	02/24/22	02/28/26	740,377	743,845	0.500%
<b>ROAD IMPROVEMENT TOTALS:</b>			<b>\$740,377</b>	<b>\$743,845</b>	
<b>WATER &amp; SEWER FUND</b>					
US Treasury N/B (50976)	02/24/22	02/28/26	740,377	743,845	0.500%
<b>WATER &amp; SEWER TOTALS:</b>			<b>\$740,377</b>	<b>\$743,845</b>	
<b>NOW ARENA FUND</b>					
First Priority Bank	01/31/24	7/24/2025	233,100	233,100	4.833%
First Internet Bank of Indiana	01/31/24	7/24/2025	233,450	233,450	4.728%
First Bank of Ohio	01/31/24	4/30/2025	236,600	236,600	4.492%
CIBC Bank USA	01/31/24	4/30/2025	235,700	235,700	4.819%
Wells Fargo Bank NA	02/06/24	8/6/2025	248,648	249,295	4.569%
American Eagle Bank IL	02/09/24	5/9/2025	249,477	249,186	4.342%
<b>NOW ARENA TOTALS:</b>			<b>\$ 1,436,974.47</b>	<b>\$ 1,437,330.77</b>	
<b>INSURANCE FUND</b>					
Consumers Credit Union	01/31/24	04/30/25	235,100	235,100	5.041%
CIBM Bank	01/31/24	04/30/25	236,300	236,300	4.600%
Western Alliance Bank	01/31/24	01/30/25	237,750	237,750	5.108%
CrossFirst Bank	01/31/24	10/28/24	240,700	240,700	5.136%
<b>INSURANCE TOTALS:</b>			<b>\$ 949,850.00</b>	<b>\$ 949,850.00</b>	
		<b>TOTAL:</b>	<b>\$30,253,468</b>	<b>\$29,973,328</b>	

**OPERATING REPORT SUMMARY  
REVENUES**

**September 30, 2024**

	<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	-	12,700,000	12,973,136	13,654,510	95.0%	
Hotel Tax	112,500	209,478	1,012,500	1,152,607	1,350,000	85.4%	
Real Estate Transfer Tax	83,333	69,494	750,000	1,024,287	1,000,000	102.4%	
Home Rule Sales Tax	425,000	414,799	3,825,000	3,903,739	5,100,000	76.5%	
Telecommunications Tax	59,500	66,451	535,500	673,074	714,000	94.3%	
Property Tax - Fire	150,000	-	4,050,000	4,571,383	4,852,520	94.2%	
Property Tax - Police	250,000	-	5,450,000	6,192,494	6,456,440	95.9%	
Other Taxes	92,132	97,787	829,185	972,046	1,105,580	87.9%	
Total Taxes	4,172,465	858,009	29,152,185	31,462,766	34,233,050	91.9%	
Business Licenses	10,000	15,450	370,000	401,875	380,000	105.8%	
Liquor Licenses	10,000	1,055	255,000	266,281	265,000	100.5%	
Building Permits	313,917	87,733	2,825,250	2,653,626	3,767,000	70.4%	
Other Licenses & Permits	625	-	5,625	1,045	7,500	13.9%	
Total Licenses & Permits	334,542	104,237	3,455,875	3,322,826	4,419,500	75.2%	
Sales Tax	791,667	758,519	7,125,000	7,222,003	9,500,000	76.0%	
Local Use Tax	186,439	147,388	1,677,953	1,498,445	2,237,270	67.0%	
State Income Tax	725,000	459,756	6,525,000	6,889,517	8,700,000	79.2%	
Replacement Tax	44,928	1,629	404,355	408,279	539,140	75.7%	
Other Intergovernmental	68,949	25,696	620,543	962,224	827,390	116.3%	
Total Intergovernmental	1,816,983	1,392,988	16,352,850	16,980,468	21,803,800	77.9%	
Engineering Fees	16,667	3,000	150,000	60,298	200,000	30.1%	
Ambulance Fees	183,333	244,339	1,650,000	1,551,948	2,200,000	70.5%	
GEMT Income	250,000	593,805	2,250,000	2,005,304	3,000,000	66.8%	
Police Hireback	33,333	56,905	300,000	339,849	400,000	85.0%	
Lease Payments	41,667	36,547	375,000	465,150	500,000	93.0%	
Cable TV Fees	-	-	522,500	423,716	675,500	62.7%	
4th of July Proceeds	-	-	106,001	106,001	75,000	141.3%	
Employee Payments	137,500	155,517	1,237,500	1,405,593	1,650,000	85.2%	
Hireback - Arena	17,354	19,346	156,188	246,746	208,250	118.5%	
Rental Inspection Fees	-	1,738	225,000	178,938	250,000	71.6%	
Other Charges for Services	87,125	72,749	784,125	747,513	1,045,500	71.5%	
Total Charges for Services	766,979	1,183,944	7,756,314	7,531,056	10,204,250	73.8%	
Court Fines-County	10,000	13,597	90,000	101,595	120,000	84.7%	
Ticket Fines-Village	20,833	23,186	187,500	197,849	250,000	79.1%	
Overweight Truck Fines	542	1,470	4,875	8,970	6,500	138.0%	
Red Light Camera Revenue	70,833	17,250	637,500	338,122	850,000	39.8%	
Local Debt Recovery	3,333	680	30,000	50,191	40,000	125.5%	
Total Fines & Forfeits	105,542	56,183	949,875	696,728	1,266,500	55.0%	
Total Investment Earnings	41,667	83,508	375,000	1,293,825	500,000	258.8%	
Reimburse/Recoveries	12,500	7,162	112,500	155,868	150,000	103.9%	
S.Barrington Fuel Reimbursement	2,917	3,735	26,250	24,550	35,000	70.1%	
Shaumburg Twn Fuel Reimbursement	3,750	5,526	33,750	42,283	45,000	94.0%	
Tollway Payments	2,083	3,060	18,750	30,090	25,000	120.4%	
Other Miscellaneous	15,313	5,206	137,813	154,577	183,750	84.1%	
Total Miscellaneous	36,563	24,689	329,063	407,368	438,750	92.8%	
Total Operating Transfers In	9,167	8,467	82,500	111,598	110,000	101.5%	
<b>Total General Fund</b>	<b>7,283,907</b>	<b>3,712,025</b>	<b>58,453,661</b>	<b>61,806,635</b>	<b>72,975,850</b>	<b>84.7%</b>	<b>75.0%</b>

**OPERATING REPORT SUMMARY  
REVENUES**

**September 30, 2024**

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL BUDGET</u>	<u>% ACTUAL TO BUDGET</u>	<u>BENCH-MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>			
Water & Sewer Fund							
Water Sales	1,856,747	2,344,125	16,710,720	16,840,910	22,280,960	75.6%	
Connection Fees	4,167	-	37,500	15,699	50,000	31.4%	
Cross Connection Fees	3,167	3,227	28,500	29,400	38,000	77.4%	
Penalties	10,000	9,195	90,000	99,032	120,000	82.5%	
Investment Earnings	8,333	83,809	75,000	687,264	100,000	687.3%	
Other Revenue Sources	164,833	(480,675)	1,483,500	175,329	1,978,000	8.9%	
Capital Projects	-	3,521	6,256	49,332	815,000	6.1%	
Total Water Fund	2,047,247	1,963,202	18,431,476	17,896,967	25,381,960	70.5%	75.0%
Motor Fuel Tax Fund	188,310	217,255	1,694,790	1,773,365	2,259,720	78.5%	
Community Dev. Block Grant Fund	30,633	10,017	275,700	211,485	367,600	57.5%	
Asset Seizure Fund	-	3,394	-	182,315	-	N/A	
Municipal Waste System Fund	272,916	262,545	2,456,243	2,469,593	3,274,990	75.4%	
NOW Arena Operating Fund	327,433	277,300	2,946,900	2,891,849	3,929,200	73.6%	
NOW Arena Activity Fund	1,245,597	769,422	11,210,370	5,652,158	14,947,160	37.8%	
Stormwater Management	215,000	40,081	1,935,000	865,926	2,580,000	33.6%	
Insurance Fund	173,270	177,996	1,559,430	1,640,148	2,079,240	78.9%	
Roselle Road TIF	70,000	13,670	630,000	712,800	840,000	84.9%	
Barrington/Higgins TIF	-	7,922	-	67,681	-	N/A	
Lakewood Center TIF	46,250	4,144	416,250	442,703	555,000	79.8%	
Higgins-Old Sutton TIF	210,682	384	1,896,135	30,684	2,528,180	1.2%	
Stonington & Pembroke TIF	37,015	-	222,090	18,289	444,180	4.1%	
Higgins/Hassell TIF	38,125	1,500	343,125	583,510	457,500	127.5%	
Information Technology	284,719	30,374	2,562,473	2,340,441	3,416,630	68.5%	
Total Spec Rev. & Int. Svc. Fund	3,139,950	1,816,004	28,148,505	19,882,946	37,679,400	52.8%	
<b>TOTAL OPERATING FUNDS</b>	<b>12,471,103</b>	<b>7,491,232</b>	<b>105,033,642</b>	<b>99,586,549</b>	<b>136,037,210</b>	<b>73.2%</b>	<b>75.0%</b>
2015A & C G.O. Debt Service	3,237	3,237	1,442,582	1,442,582	3,830,080	37.7%	
2015B G.O. Debt Service	-	-	9,379	9,379	123,300	0.0%	
2016 G.O. Debt Service	39	39	314,524	314,524	330,100	0.0%	
2017A & B G.O. Debt Service	954	954	51,232	51,232	176,550	0.0%	
2018 G.O. Debt Service	15,862	15,862	1,818,718	1,818,718	2,862,200	0.0%	
2019 G.O. Debt Service	-	-	15,342	15,342	136,710	11.2%	
<b>TOTAL DEBT SERV. FUNDS</b>	<b>20,093</b>	<b>20,093</b>	<b>3,651,776</b>	<b>3,651,776</b>	<b>7,458,940</b>	<b>49.0%</b>	<b>75.0%</b>
Central Rd. Corridor Fund	42	77	375	803	500	160.6%	
Hoffman Blvd Bridge Maintenance	-	1,341	-	11,916	-	N/A	
Western Corridor Fund	121,438	12,901	1,092,938	96,611	1,457,250	6.6%	
Prairie Stone Capital Fund	212,500	(1,028,485)	1,912,500	340,217	2,550,000	13.3%	
Central Area Rd. Impr. Imp. Fee	417	-	3,750	-	5,000	N/A	
Western Area Traffic Impr.	-	64	-	606	-	N/A	
Western Area Traffic Impr. Impact Fee	17	6,125	489,300	50,774	200	0.0%	
Capital Improvements Fund	489,167	232,276	4,405,768	3,103,602	5,870,000	52.9%	
Capital Vehicle & Equipment Fund	492,435	770,046	3,455,395	3,131,781	5,909,220	53.0%	
Capital Replacement Fund	8,333	37,582	547,500	316,086	100,000	316.1%	
2019 Project Fund	-	4,007	1,317,435	46,165	-	N/A	
2023 Project Fund	825,000	36,088	4,455,208	9,254,936	9,900,000	93.5%	
Road Improvement Fund	603,646	560,180	4,233,854	4,648,250	7,243,750	64.2%	
<b>TOTAL CAP. PROJECT FUNDS</b>	<b>2,752,993</b>	<b>632,200</b>	<b>21,914,023</b>	<b>21,001,747</b>	<b>33,035,920</b>	<b>63.6%</b>	<b>75.0%</b>
Police Pension Fund	673,251	73,629	6,059,258	10,742,570	8,079,010	133.0%	
Fire Pension Fund	564,758	80,433	5,082,818	11,746,904	6,777,090	173.3%	
<b>TOTAL TRUST FUNDS</b>	<b>1,238,008</b>	<b>154,061</b>	<b>11,142,075</b>	<b>22,489,474</b>	<b>14,856,100</b>	<b>151.4%</b>	<b>75.0%</b>
<b>TOTAL ALL FUNDS</b>	<b>16,482,198</b>	<b>8,297,586</b>	<b>141,741,517</b>	<b>146,729,549</b>	<b>191,388,170</b>	<b>76.7%</b>	<b>75.0%</b>

**OPERATING REPORT SUMMARY**  
**EXPENDITURES**  
**September 30, 2024**

	<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	37,822	39,561	340,395	297,935	453,860	65.6%	
Administration	100,938	83,928	908,445	895,757	1,211,260	74.0%	
Legal	43,058	41,239	387,518	472,038	516,690	91.4%	
Finance	114,306	98,272	1,028,753	1,036,297	1,371,670	75.6%	
Village Clerk	22,120	18,784	199,080	189,070	265,440	71.2%	
Human Resource Mgmt.	64,932	53,388	584,385	555,443	779,180	71.3%	
Communications	45,448	42,379	409,035	344,045	545,380	63.1%	
Emergency Operations	8,449	6,626	76,043	79,401	101,390	78.3%	
Total General Admin.	437,073	384,176	3,933,653	3,869,987	5,244,870	73.8%	75.0%
Police Department							
Administration	155,563	122,913	1,400,063	1,431,653	1,866,750	76.7%	
Juvenile Investigations	58,195	32,909	523,755	564,085	698,340	80.8%	
Tactical	96,581	64,130	869,228	955,592	1,158,970	82.5%	
Patrol and Response	1,174,060	697,453	10,566,540	11,442,995	14,088,720	81.2%	
Traffic	93,227	47,369	839,040	738,814	1,118,720	66.0%	
Investigations	135,738	87,697	1,221,645	1,285,038	1,628,860	78.9%	
Community Relations	1,067	132	9,600	4,876	12,800	38.1%	
Communications	32,667	32,696	294,000	326,956	392,000	83.4%	
Canine	16,374	-	147,368	4,264	196,490	2.2%	
Special Services	19,084	22,347	171,758	206,296	229,010	90.1%	
Records	33,066	30,582	297,593	307,885	396,790	77.6%	
Administrative Services	121,253	100,745	1,091,273	996,162	1,455,030	68.5%	
Total Police	1,936,873	1,238,972	17,431,860	18,264,616	23,242,480	78.6%	75.0%
Fire Department							
Administration	87,276	69,643	785,483	791,356	1,047,310	75.6%	
Public Education	9,048	10,046	81,428	70,943	108,570	65.3%	
Suppression	898,133	653,486	8,083,193	8,303,306	10,777,590	77.0%	
Emer. Med. Serv.	912,173	527,217	8,209,553	7,223,131	10,946,070	66.0%	
Prevention	54,666	26,922	491,993	408,403	655,990	62.3%	
Fire Stations	4,475	2,417	40,275	26,624	53,700	49.6%	
Total Fire	1,965,769	1,289,730	17,691,923	16,823,762	23,589,230	71.3%	75.0%
Public Works Department							
Administration	30,124	25,225	271,118	254,212	361,490	70.3%	
Snow/Ice Control	174,318	84,296	1,568,858	1,523,988	2,091,810	72.9%	
Traffic Operations	117,234	94,906	1,055,108	957,618	1,406,810	68.1%	
Forestry	188,588	153,219	1,697,295	942,781	2,263,060	41.7%	
Facilities	108,544	95,460	976,898	797,285	1,302,530	61.2%	
Fleet Services	137,733	111,988	1,239,600	1,125,025	1,652,800	68.1%	
F.A.S.T.	19,983	35,550	179,843	178,191	239,790	74.3%	
Storm Sewers	19,853	11,087	178,680	111,099	238,240	46.6%	
Total Public Works	796,378	611,731	7,167,398	5,890,199	9,556,530	61.6%	75.0%

**OPERATING REPORT SUMMARY**  
**EXPENDITURES**  
**September 30, 2024**

	<u>CURRENT MONTH</u>		<u>YEAR-TO-DATE</u>		<u>ANNUAL</u>	<u>%</u>	<u>BENCH- MARK</u>
	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>	<u>ACTUAL</u>	<u>BUDGET</u>		
Development Services							
Administration	37,848	37,178	340,635	349,313	454,180	76.9%	
Planning & Transportation	80,823	62,817	727,403	718,116	969,870	74.0%	
Code Enforcement	152,467	143,679	1,372,200	1,263,626	1,829,600	69.1%	
Engineering	139,797	134,227	1,258,170	1,191,873	1,677,560	71.0%	
Economic Development	98,618	43,662	887,565	843,268	1,183,420	71.3%	
<b>Total Development Services</b>	<b>509,553</b>	<b>421,563</b>	<b>4,585,973</b>	<b>4,366,197</b>	<b>6,114,630</b>	<b>71.4%</b>	<b>75.0%</b>
Health & Human Services	128,305	102,137	1,154,745	968,814	1,539,660	62.9%	75.0%
Miscellaneous							
4th of July	1,492	1,492	160,820	160,820	213,930	75.2%	
Police & Fire Comm.	8,686	10,997	78,173	23,840	104,230	22.9%	
Misc. Boards & Comm.	27,168	29,797	244,515	181,188	326,020	55.6%	
Misc. Public Improvements	770,616	768,782	6,935,543	5,714,948	9,247,390	61.8%	
<b>Total Miscellaneous</b>	<b>807,962</b>	<b>811,068</b>	<b>7,419,050</b>	<b>6,080,796</b>	<b>9,891,570</b>	<b>61.5%</b>	<b>75.0%</b>
<b>Total General Fund</b>	<b>6,581,912</b>	<b>4,859,377</b>	<b>59,384,600</b>	<b>56,264,370</b>	<b>79,178,970</b>	<b>71.1%</b>	<b>75.0%</b>
Water & Sewer Fund							
Water Department	1,192,546	1,311,579	10,732,913	9,719,573	14,310,550	67.9%	
Sewer Department	216,554	177,739	1,948,988	1,710,464	2,598,650	65.8%	
Billing Division	98,008	100,399	882,068	864,828	1,176,090	73.5%	
Capital Projects Division	339,197	339,197	2,414,680	2,414,680	8,778,740	27.5%	
2015 Bond Capital Projects	-	-	44,200	44,200	423,400	10.4%	
2017 Bond Capital Projects	-	-	104,261	104,261	1,298,870	8.0%	
2018 Bond Capital Projects	-	-	123,819	123,819	247,640	50.0%	
2019 Bond Capital Projects	-	-	63,805	63,805	622,520	10.2%	
Operating Transfers	16,667	18,625	150,000	18,625	200,000	9.3%	
<b>Total Water &amp; Sewer</b>	<b>1,862,971</b>	<b>1,947,538</b>	<b>16,597,988</b>	<b>15,197,510</b>	<b>29,799,460</b>	<b>51.0%</b>	<b>75.0%</b>
Motor Fuel Tax	263,109	263,109	1,755,552	1,755,552	2,325,000	75.5%	
Community Dev. Block Grant Fund	10,000	10,000	211,334	211,334	367,600	57.5%	
Asset Seizure Fund	12,292	25,627	110,625	191,272	147,500	129.7%	
Municipal Waste System	270,199	285,552	2,431,793	2,081,965	3,242,390	64.2%	
NOW Arena Operating Fund	330,151	35,527	2,971,358	1,028,545	3,961,810	26.0%	
NOW Arena Activity Fund	1,245,597	713,690	11,210,370	5,483,783	14,947,160	36.7%	
Stormwater Management	214,550	180,536	1,930,950	1,975,457	2,574,600	76.7%	
Insurance	179,789	94,924	1,618,103	1,676,870	2,157,470	77.7%	
Information Technology	280,528	126,988	2,524,748	1,345,042	3,366,330	40.0%	
Roselle Road TIF	11,515	3,450	103,635	72,314	138,180	52.3%	
Barrington/Higgins TIF	24,292	-	218,625	2,500	291,500	0.9%	
Lakewood Center TIF	24,098	1,401	216,885	27,961	289,180	9.7%	
Higgins-Old Sutton TIF	210,682	-	632,045	2,740	2,528,180	0.1%	
Higgins/Hassell TIF	43,598	151,400	392,385	159,345	523,180	30.5%	
Stonington & Pembroke TIF	37,015	-	333,135	3,110	444,180	0.7%	
<b>TOTAL OPERATING FUNDS</b>	<b>11,565,282</b>	<b>8,699,120</b>	<b>102,310,994</b>	<b>87,479,673</b>	<b>146,282,690</b>	<b>59.8%</b>	<b>75.0%</b>
2015A G.O. Debt Service	-	-	665,014	665,014	3,830,080	17.4%	
2015 G.O. Debt Service	-	-	9,379	9,379	123,300	7.6%	
2016 G.O. Debt Service	-	-	165,279	165,279	330,100	50.1%	
2017A & B G.O. Debt Service	954	954	51,232	51,232	176,550	29.0%	
2018 G.O. Debt Service	477	477	491,329	491,329	2,862,200	17.2%	
2019 G.O. Debt Service	-	-	15,342	15,342	136,710	11.2%	
<b>TOTAL DEBT SERV. FUNDS</b>	<b>1,430</b>	<b>1,430</b>	<b>1,397,574</b>	<b>1,397,574</b>	<b>7,458,940</b>	<b>18.7%</b>	<b>75.0%</b>

**OPERATING REPORT SUMMARY  
EXPENDITURES  
September 30, 2024**

	<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	118,938	37,396	1,070,438	655,564	1,427,250	45.9%	
Hoffman Blvd Bridge Maintenance	3,333	-	30,000	-	40,000	0.0%	
Prairie Stone Capital Fund	270,833	8,617	2,437,500	497,403	3,250,000	15.3%	
Western Area Rd Improve Imp. Fee	17	-	117	-	200	0.0%	
Capital Improvements Fund	503,438	161,842	4,027,500	2,339,588	6,041,250	38.7%	
Capital Vehicle & Equipment Fund	492,018	164,752	4,428,165	2,131,453	5,904,220	36.1%	
Capital Replacement Fund	166,667	(1,033,336)	1,500,000	305,862	2,000,000	15.3%	
2024 Project Fund	825,000	98,540	7,425,000	585,666	9,900,000	5.9%	
Road Improvement Fund	693,021	908,211	7,161,042	5,342,190	8,316,250	64.2%	
<b>TOTAL CAP. PROJECT FUNDS</b>	<b>3,073,264</b>	<b>346,023</b>	<b>28,079,761</b>	<b>11,857,725</b>	<b>36,879,170</b>	<b>32.2%</b>	<b>75.0%</b>
Police Pension Fund	758,163	-	6,823,470	3,181,662	9,097,960	35.0%	
Fire Pension Fund	670,389	-	6,033,503	4,167,541	8,044,670	51.8%	
<b>TOTAL TRUST FUNDS</b>	<b>1,428,553</b>	<b>-</b>	<b>12,856,973</b>	<b>7,349,203</b>	<b>17,142,630</b>	<b>42.9%</b>	<b>75.0%</b>
<b>TOTAL ALL FUNDS</b>	<b>16,068,529</b>	<b>9,046,573</b>	<b>144,645,301</b>	<b>108,084,174</b>	<b>207,763,430</b>	<b>52.0%</b>	<b>75.0%</b>



# 2024 SEPTEMBER MONTHLY REPORT

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### Project Activities

- Open Enrollment
  - Setup profiles for 2025 for Open Enrollment through EAC.
  - Created new health insurance deductions for Fire group.
  - Modified all deductions for new year rates.
  - Facilitated update of FP Training database to perform testing of setup.
  - Finalized setup based on testing in preparation for the start of Open Enrollment on October 3, 2024.
  
- FinancePLUS 5.2 Upgrade
  - Finalized model links for all Cognos Reports.
  - Set Go Live date for the weekend of October 19-20, 2024.
  - Facilitated refresh of 5.2 environment from Live for final testing.
  - Continued testing Leave Requests and found that Task List is missing.
  - Confirmed EAC environment is fixed for Profiles and Demographics page.
  
- ERP Evaluation
  - Attended demo of Andrews Scheduling, Attendance, and Payroll software.
  - Completed proposal evaluations.
  
- Permit Archive for Laserfiche Project
  - Modified report setup for further testing by Laserfiche.
  - I attended a meeting to finalize report parameters.
  - Created Permit Archive for each year and provided it to all stakeholders for conversion by Laserfiche.
  
- Business Licensing Conversion to Community Development
  - Created table exports for Development Services to evaluate for conversion project.
  - Provided table exports from CentralSquare to Development Services team.

### CentralSquare

#### PLUS Applications

- The dedicated printer for Utility Billing Final Bills stopped working. Worked with CentralSquare Support to resolve the issue.
- Made changes Requisition Approval Table for staff changes in Fire Department.
- Added new Job Class for PW promotion.

- Modified Cognos Location Scheduled report due to staff changes.
- Added Fire & Safety Inspection Type.
- Assisted several new employees having difficulty setting up their passwords and questions in Psync.
- Submitted multiple CST Support tickets to have them add new employees to the PLUS environment.
- Worked with CST to terminate several employees from the PLUS environment.
- Requested CST Support restore 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.
- Penalized all unpaid General Premise Licenses.
- Ran Penalty Process for Residential Rental Licenses to apply Late Fees.
- 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.

### **Community Development Applications**

- Added access for new employees.
- Inactivated terminated employees.
- Provided staff with Business License data for conversion project

### **GovQA**

- Updated Holiday table.
- Removed access for terminated employees.
- Added access for new employees.

### **Administration**

- Prepared monthly report.
- Processed Payroll for department employees on September 3, 16, and 30 2024.

### *Meetings*

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- Met several times during the month with the IT Director to review project status and issues of note.
- Attended four meetings with the 5.2 upgrade team.
- Participated in a demo of Andrews software of ERP selection.

### Project Activities

#### Project – Public Safety MFA Deployment

- The IT Department began deploying Multi-Factor Authentication to all Police and Fire personnel. The FBI has mandated MFA be implemented for personnel that CJIS data on any Village computer. The Village already has a MFA solution that the IT staff utilize and the department has begun deploying this solution to (214) Police and Fire personnel.

#### Project – Migrate Public Safety network connections

- There are currently (3) different network connections that Public Safety personnel utilize during there day to day operations that needed to be re-configured and migrated to the Village’s new network. These connections are:
  - Northwest Central Dispatch for CAD and Records software used by Police and Fire
  - Cook County used by Police for access to County and State information
  - (2) Verizon VPN connections used by Police and Fire vehicles

These connections were re-configured and migrated to the Village’s new network with minimal downtime. These 3 connections were last items remaining on our previous Cisco network.

#### Project – Village Hall UPS replacement

- Public Works replaced the main Uninterruptable Power Supply (UPS) for the Village Hall. The UPS provides redundant power for all IT functions for the Village in case of any electrical power issues coming from COMED. Replacing the UPS required powering down all IT systems for the replacement to be installed.

#### Security and Other Updates

- IT met with PW staff to review the current security posture of our SCADA system
- Begin testing a new password manager solution
- Continued email phishing testing
- Installed Windows Updates on all computers and servers
- IT staff completed initial testing for the Medix Narcotic safes for Fire. The test unit was provided to Fire for further testing
-

## IT Training

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- IT staff completed 10 new user orientations
- Provided MS Office training to all new HHS interns and externs

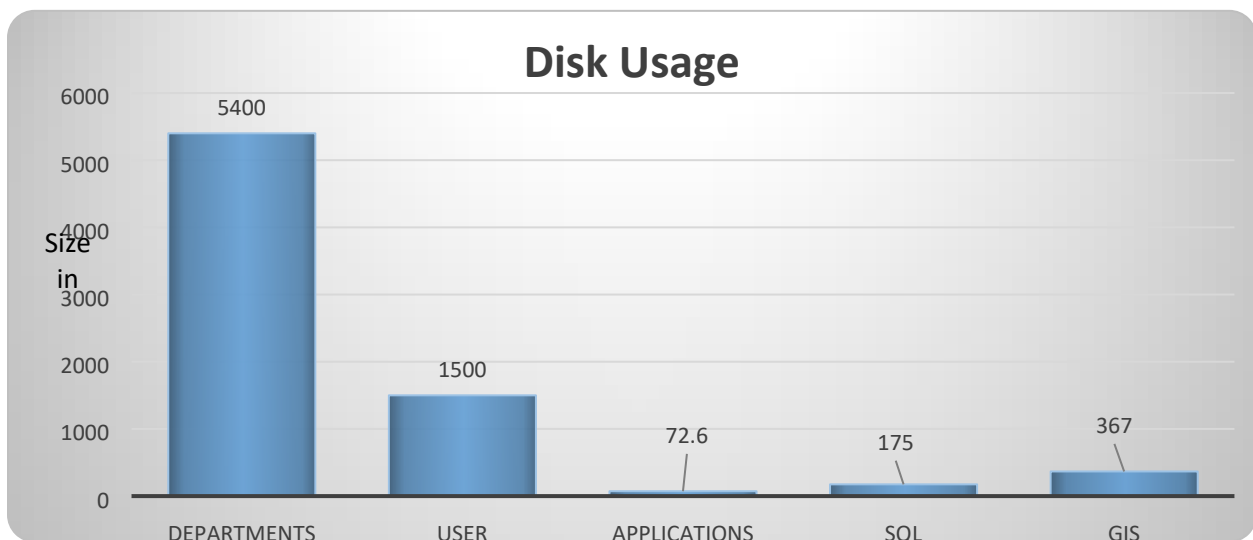
## IT Meetings

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- IT staff attended a Cisco DUO workshop
- Met with TKB associates and other department staff to discuss Laserfiche progress
- Meeting with HTNB to discuss Cartegraph and GIS changes
- Met with ESRI, Baxter & Woodman and members from the Planning department in regard to some GIS changes

## System and Data Functions

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## Sentinel IPS Attack Report

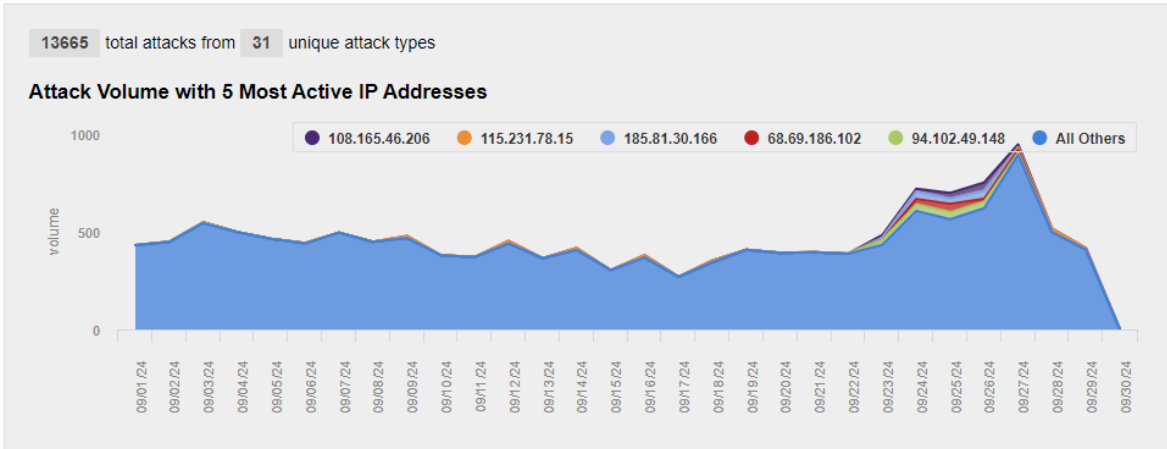
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External parties attacked the Village network 13665 times during the month of September

### Outpost Activity Summary Reporting

From 09/01/2024 to 09/30/2024

09/01/2024 09/30/2024 Shortcuts apply date filter

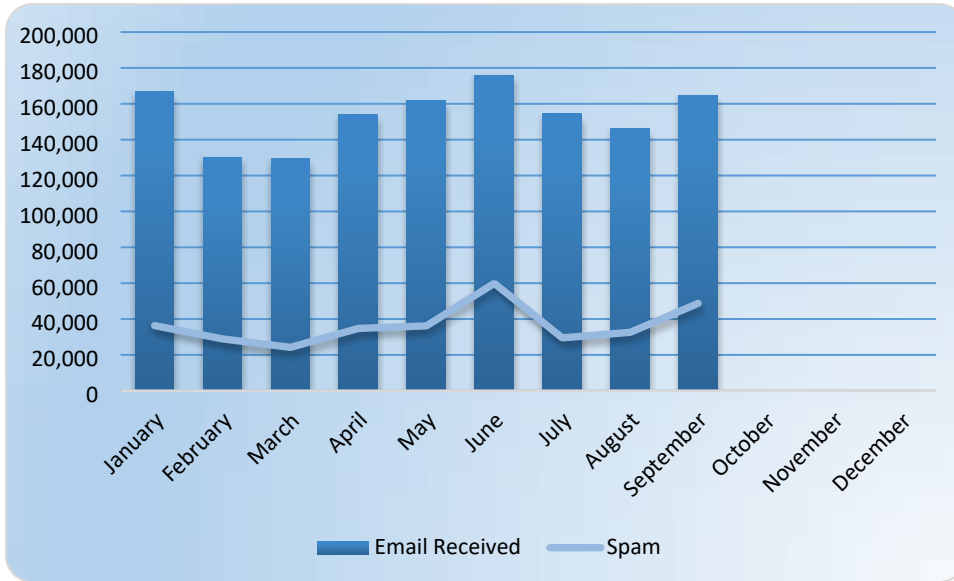


#### Attacks by Severity

Severity	Volume
3	11
2	13
1	13641

## Email Spam Report


Month	Email		Percent Spam
	Received	Spam	
January	166,688	36,335	22%
February	130,161	28,943	22%
March	129,503	24,207	19%
April	154,080	34,771	23%
May	161,927	36,177	22%
June	175,810	59,905	34%
July	154,394	29,497	19%
August	146,303	32,601	22%
September	164,902	48,733	30%
October			
November			
December			
<b>Total</b>	<b>1,383,768</b>	<b>331,169</b>	<b>24%</b>



Darek Raszka, Director of Information Technology

# 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  
OCTOBER 2024**  
**DATE:** October 23, 2024

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1. There are no COVID-19 public health restrictions at this time.
2. Village and Arena staff have concluded the Federal Shuttered Venue Operators Grant (SVOG) program. The closeout documentation has been filed and accepted by the SBA.
3. The FY2025-29 CIP was reviewed by the CIB on October 8 and the NOW arena capital items for FY25 will be incorporated into the annual budget for review by the Village Board in November.
4. The Village Board approved the north elevator project back in May. The equipment and materials have been ordered and installation is scheduled for next year.
5. The Board ratified the emergency expenditure for the main kitchen walk-in cooler along with repair of four others. All of these coolers have been repaired.
6. The boiler system bids have been opened and this item will be scheduled for an upcoming Committee/Board meeting.
7. The UPS battery back up for the server room at the arena is beginning to fail. Maintenance staff has solicited quotes for purchase of this replacement equipment.
8. Conducted bi-weekly meetings with Public Works Facilities and Arena staff regarding building and maintenance items.
9. Meet regularly with Ben Gibbs, General Manager to discuss operational items and events at the arena.
10. The Hideaway Beer Garden is closed for the season. Check out the arena website [www.hideawaybrewgarden.com](http://www.hideawaybrewgarden.com) for the new events coming in 2025.

Attachment

cc: Ben Gibbs, General Manager (OVG)

**Now Arena**  
 General Manager Update  
 October 2024 Update

<b>Event Highlights</b>	<b>Notes</b>
Oct 4-6: Hideaway Fannel Fest and Makers Market Oct 5: Windy City Bulls Fan Fest Oct 11: Brandon Lake (Sold Out) Oct 25-26: Breakers Conference (Sold Out)	
<b>Finance Department</b>	
General	Arena Finished September Financials
Monthly Financial Statement	Building Event Revenue YTD: \$2,880,148
	Building Sponsor/Other Revenue YTD: \$356,084
	Building Expenses YTD: \$3,040,514
	Building Income YTD: \$195,718 vs Budget \$5,098
<b>Operations Department</b>	
General	Preparing for Windy City Bulls season including court setup (court recently repainted and repaired), along with busy November (nine event days)
Positions to Fill	N/A
Third Party Providers	N/A
Village Support	PW assisting with determining solution for addressing the hill degradation adjacent to the loading dock, replacement of arena boiler and renovation of north elevator.
<b>Events Department</b>	
General	Event Managers are prepping upcoming events including sold out Breakers Conference, opening night for Windy City Bulls and large crowds for Chris Tomlin and Serbian Concert.
Positions to Fill	N/A
<b>Marketing Department</b>	
General	Working on replacing existing website
Positions to Fill	N/A
<b>Group Sales Department</b>	
General	Group sales will be handled by a third party company.
<b>Box Office Department</b>	
General	Working on renewal of Ticketmaster deal and prepping on sales for several summer events
<b>Food &amp; Beverage Department</b>	
General	Hired new F&B Manager and continuing to train new chef position.
<b>Premium Seating Department</b>	
General	Continue to renew annual suites, marquee signage
Positions to Fill	NA
<b>Sponsorship Department</b>	

General	Concentrating on unsold categories including insurance and liquor
Monthly Financial Statement	Corporate Sales: \$179,215
	Suites Sales: \$138776
<b><u>General</u></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.