



*Hanover Park*<sup>USA</sup>  
America's Global Village

# Village of Hanover Park

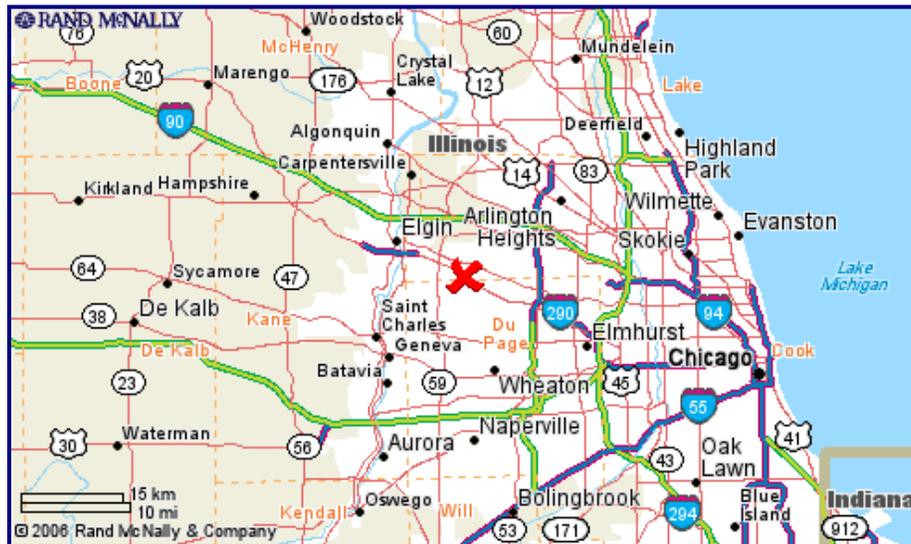
## Annual Fiscal Year Budget January 1 – December 31, 2020



## VILLAGE OF HANOVER PARK, ILLINOIS GENERAL INFORMATION

The Village of Hanover Park was incorporated in 1958 and operates under the council/manager form of government. It is a residential community located approximately 30 miles northwest of downtown Chicago.

A regional map is shown below:



The Village covers an area of approximately 7 miles including 2.75 miles in Cook County and 4.25 square miles in DuPage County. Population as certified in the 2010 Census is 37,973.

A seven member legislative body comprised of the Village President and six Trustees each elected to a staggered four-year term governs the Village of Hanover Park. The Village Board is responsible for enacting ordinances, adopting the budget, establishing policies and appointing the Village Manager. The Village Manager is the Chief Administrative Officer and is responsible for day-to-day Village operations and appoints Village Department Heads.

The Village provides a full range of services including police and fire protection, maintenance of streets and infrastructure, community development, code enforcement, municipal water and sewer utilities and general administrative services. Separate school districts, park districts and library districts provide educational, recreational and reading services respectively.

While primarily a residential community, the Village has diversified its tax base. Numerous large employers are located in three municipal business parks which generate significant sales tax revenue.

The Village strives to provide excellent municipal services at an affordable cost. An Elected Board encourages public participation and a dedicated professional staff implements services. The Village of Hanover Park is a wonderful place to work, live and do business in.

# Village of Hanover Park

# Fiscal Year 2020 Annual Budget

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# Readers' Guide

This book is divided into five major sections highlighted by white tabs. The blue tabs show fund types. A description of each section is described below.

## Introductory Section

This section includes overview information and the *Budget Message*. The reader is encouraged to review the Budget Message as it presents the Village's mission and visions, as well as initiatives pertinent to Fiscal Year 2020. It communicates our financial condition and highlights departmental objectives, which support the Board's visions.

## Exhibits

The Exhibits Section includes demographic information, financial policies which guide budget development, budgeting procedures and fund descriptions. Also, graphic trends and projections are presented for major revenues and expenditures.

## Financial Section

The Financial Section tab includes historical revenue and expenditure data and financial summaries by fund. Budget summary information is presented after the financial section tab.

The blue tabs show fund types as follows:

-  The General Fund is the primary operating fund. Within the General Fund, departments are designated with white tabs. Goals, objectives and performance measures are presented for each cost control center within each department in the fund.
-  The Special Revenue tab lists Road and Bridge Fund, Motor Fuel Tax Fund, MWRD Fields Fund, State Restricted Fund, Federal Restricted Fund, Foreign Fire Insurance Fund, Special Service Area 3, 4 & 5 Funds and Tax Increment Financing Funds 3, 4 and 5.
-  The Debt Service Funds report general obligation indebtedness. Individual bond schedules are also listed.
-  The Capital Projects tab presents the Special Service Area 6 and General Capital Funds.
-  The Enterprise Funds tab reports the Water and Sewer, and Municipal Commuter Parking Lot Funds. Within the Water and Sewer Fund are seven cost control centers that account for water and sewer operations, depreciation and debt service.
-  The Internal Service Fund tab presents the Central Equipment Fund and the IT Equipment Replacement Fund, which accounts for the purchase of all Village vehicles and technology.
-  The Trust and Agency Funds tab reports the Police Pension and Fire Pension Funds.

## Capital Improvement Program

The Capital Improvement Program (CIP) tab presents current and five-year schedules of capital projects. Current year projects are listed in Tables I, II and III.

## Appendix

At the end of the document is supplemental information including historical head count, property tax data, overlapping governmental entity information and a glossary of terms.

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# INTRODUCTORY SECTION

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**List of Principal Officials**

**Organization Chart**

**GFOA Distinguished Budget Presentation Award**

**Budget Message**

# Village of Hanover Park

## Principal Officials

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### Mailing Address

2121 W. Lake Street  
Hanover Park, IL 60133

Phone (630) 823-5600

Fax (630) 823-5786

TDD (630) 823-5479

Web Site: [www.HPIL.org](http://www.HPIL.org)

## Village President and Board of Trustees

Rodney S. Craig, Village President  
Eira L. Corral Sepúlveda, Village Clerk

### Trustees

James Kemper  
Fanny Y. López Benítez  
Herb Porter  
Bob Prigge  
Rick Roberts  
Sharmin Shahjahan

## Executive Office

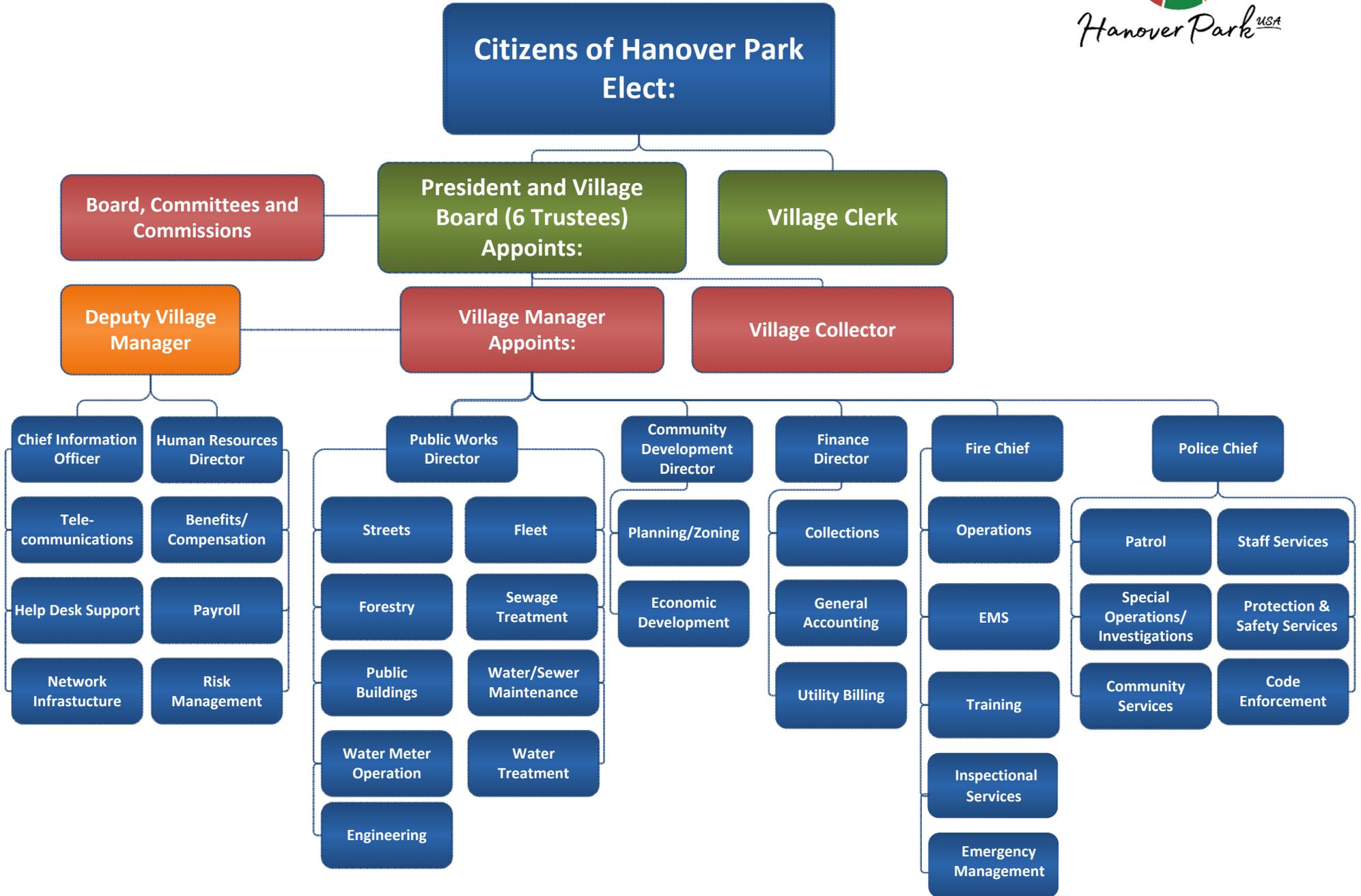
(630) 823-5608

Juliana Maller, Village Manager ([jmaller@hpil.org](mailto:jmaller@hpil.org))  
David Webb, Deputy Village Manager ([dwebb@hpil.org](mailto:dwebb@hpil.org))

## Village Departments

Jed Gerstein, Chief Information Officer	(630) 823-5670	<a href="mailto:jgerstein@hpil.org">jgerstein@hpil.org</a>
Shubhra Govind, Community & Economic Development Director	(630) 823-5781	<a href="mailto:sgovind@hpil.org">sgovind@hpil.org</a>
Craig A. Haigh, Fire Chief	(630) 823-5801	<a href="mailto:chaigh@hpil.org">chaigh@hpil.org</a>
Barry Kurcz, Human Resources Director	(630) 823-5661	<a href="mailto:bkurcz@hpil.org">bkurcz@hpil.org</a>
Mike Menough, Police Chief	(630) 823-5501	<a href="mailto:mmenough@hpil.org">mmenough@hpil.org</a>
T. J. Moore, Public Works Director	(630) 823-5701	<a href="mailto:tjmoore@hpil.org">tjmoore@hpil.org</a>
Remy Navarrete, Finance Director	(630) 823-5788	<a href="mailto:rnavarrete@hpil.org">rnavarrete@hpil.org</a>

# Village of Hanover Park – Table of Organization





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished  
Budget Presentation  
Award*

PRESENTED TO

**Village of Hanover Park**

**Illinois**

For the Fiscal Year Beginning

**January 1, 2019**

*Christopher P. Morill*

Executive Director



# Village of Hanover Park Fiscal Year 2020 Budget Message

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The Honorable Village President, Board of Trustees and Citizens of Hanover Park, Illinois:

## ***Introduction***

I am pleased to present the Village of Hanover Park's Budget for the 2020 Fiscal Year. This budget document is a fiscal plan that is responsive to the needs of the citizens and business community of Hanover Park and reflects the goals of the Village Board. The budget provides upcoming revenues and expenditures for the January 1, 2020 through December 31, 2020 Calendar Year. It is designed to provide a comprehensive overview of Village activities during the next twelve months.

The budget is presented in a format recognized by the Government Finance Officers Association (GFOA) for the Distinguished Budget Presentation Award. The Village has obtained the award for the last twenty-nine (29) years. The budget is a policy document, financial plan, operations guide, and communication device.

## ***Mission Statement***

*The mission of the Village is to deliver exceptional municipal services to enhance our high-quality community.*

## ***Strategic Goals***

On November 16, 2017 the Village Board adopted the Village's Comprehensive Strategic Plan. As part of the plan, the Board established the vision: 1) To be recognized as a great community to live, visit, work and do business with, 2) Service through innovation and 3) Fiscally responsible and transparent. To that end, all budget goals have been designed to correspond to and accomplish this vision. The Fiscal Year 2020 budget is reflective of the established Board vision and is designed to allow for the progression toward the accomplishment of the strategic goals. Over the course of implementation of the Plan, updates and status reports will be provided to show our progress.

## ***State of the Economy***

During the compilation of the budget for the Village of Hanover Park, consideration was given regarding the current state of the economy on the National, State and Local levels. This exercise was done to aid in the development of assumptions related to the earning and receipt of revenues, and the cost of labor and commodities.

Illinois continues to face fiscal and economic challenges. The State's population is decreasing each year, and its labor force is declining. In fact, since the early 2000s, Illinois's economy is playing a lagging role to the nation in terms of growth. Due to rising individual and corporate tax rates, more and more companies are moving out of state and taking along their talented work force with them.

The State of Illinois is responsible for the collection and disbursement of several large sources of revenue for the Village. In total, the State of Illinois Department of Revenue collects approximately 47.25% of the Village's General fund revenue and subsequently deposits these funds into Village accounts. This process leaves the Village particularly vulnerable to any delays in funding or modifications in funding formulas.

- In July 2017 legislation was passed that raised income tax rates (4.95% for individual, 7.00% for corporations) did not provide a share of increased revenue for local governments. For several years, several proposals and pieces of legislation have been introduced that relied upon diverting the local government share of state collected revenues.
- The FY2018 State of Illinois budget reduced the portion of income tax revenues allocated to the LGDF by 10%. The State effectively held back 10% of funds that would have otherwise been distributed to local governments. Additionally, the State changed the way income tax revenue would be shared with local governments. In order to speed up payments, it directed that the money go straight to the LGDF rather than passing through the General Revenue Fund. The 10% reduction in payments made to local governments was intended to be just a one-year adjustment. The FY2019 State budget once again reduced the income taxes to the LGDF from 10% to 5%. The 5% reduction is also intended to be just a one-year adjustment. In the FY2020 State budget the reduction of 5% will remain.
- The FY2018 State budget imposed a 2% administrative fee on sales tax collections distributed to local governments. The fee was intended to cover the State's cost of collecting and distributing locally imposed sales taxes. The Illinois Municipal League advocated for the fee to be reduced from 2% to 1% and two bills reducing the fee to that level were introduced during the spring legislative session. The FY2019 enacted budget reduced the collection fee from 2% to 1.5%. Based on information from the Illinois Department of Revenue (IDOR), the actual percentage needed to cover the cost of the collection is closer to 0.5%. In the FY2020 State budget the collection fee of 1.5% will remain.
- On the national level, the Federal government continues to generate headlines with sweeping legislative changes that impact the national economy. The imposition and/or threats of tariffs have already had a local impact in raising prices on goods commonly used in municipal operations, such as steel, fuel and lumber.

## *State of the Village*

The budget provides a fiscal plan to provide municipal services to our residents. In order to maintain a positive operating position, expenditures were analyzed on a line-item basis. Expenditure patterns were examined to determine where expenditures could be reduced. Several internal and external environmental factors that pose significant challenges were also considered. They include the following:

- **Pension Liabilities** – Municipalities across the state must continue to address the funding of pension liabilities. Recent changes in pension laws allow municipalities additional time – now until 2040 – to fund 90% of their respective pension obligations. While this modification provides some relief to municipalities, the pension issue still needs to be addressed at the State level. The Village has continued to fund its annual obligation year over year, however, over the last eight years the levy requirement has increased by 90.22% (from \$1,302,480 to \$2,477,582) on the Police Pension side, 118.58% (from \$696,763 to \$1,527,385) on the Fire Pension side, and 36.10% (from \$685,332 to \$932,727) on the IMRF side based on the Village’s actual funding FY2011 to FY2018. This is an unsustainable model not only for Hanover Park, but for all Illinois municipalities.
- **Underperforming TIF District** – The Village of Hanover Park currently has three Tax Increment Financing (TIF) districts. At the end of FY2018, two of the three districts (TIF#4 – Barrington and Irving Park Road, TIF#5 – Intersection of Irving Park and Wise Road) had a negative fund balance and reflects an advance made from the General Fund to support expenditures.
- **Adult Use Cannabis** - The Illinois General Assembly commercialized recreational marijuana sales in the last General Assembly session and Governor Pritzker signed the legislation on June 25, 2019, making the law effective on January 1, 2020. The Act legalizes the possession and private use of cannabis for Illinois residents over 21 years of age. Illinois became the 11<sup>th</sup> state to legalize cannabis and the first state in which a legislature approved commercial sales. Legalizing marijuana is expected to generate revenue in the coming budget year to help restore poverty, and crime-ridden communities and fund substance abuse, mental health and law enforcement services. Municipalities may not restrict the private consumption of cannabis that is authorized by the Act. However, the Act prohibits the use of cannabis in public places, schools and childcare facilities among other locations. Municipalities may adopt and enforce local ordinances to regulate possession and public consumption of cannabis so long as the regulations and penalties are consistent with the Act. (*Reference IML Fact Sheet*). A loss of revenue for the Village due to ticket/violation of cannabis is now being legal.

- **Revenue Sources at Risk** – Over the past several years, state legislation has not provided for any increase in local municipal revenues. In fact, the State of Illinois’ FY2018 and FY2019 budgets reduced the distribution of income tax revenues to municipalities through Local Government Distributive Fund (LGDF) by ten percent (10%) in FY2018 and five percent (5%) in FY2019. In FY2020 the five percent (5%) reduction will remain. The major component of this Fund is income tax. The State also imposed a two percent (2%) “collection fee” on home rule sales tax revenue as part of their budget in FY2018 and in FY2019 reduced it to one and one-half percent (1.5%). In FY2020 the one and one-half percent (1.5%) collection fee will remain.
- **Service Requirements of the Community** – The U.S. has been out of the Great Recession for more than a decade, but economists are predicting that the country will be back there again soon. Economic downturns do not have a corresponding reduction in demand for Village services. This has been especially true throughout the long period from the onset of the Great Recession. If we have a wet summer, we sell less water. If we have harsh winter, our cost for providing snow and ice control rises. Freeze-thaw cycles tend to cause water main breaks. Water lines freeze during the winter months and must be de-thawed. The need for police services and property maintenance complaints tend to increase as citizens grapple with increasingly difficult circumstances. The need for maintenance of our municipal infrastructure, including streets and water and sewer systems, remains constant to avoid costly failures in the future.
- **Parking Excise Tax** – On June 28, 2019, Governor Pritzker signed SB 690 P.A. 101-0031. A provision of the new law establishes the parking Excise Tax Act, which imposes a state tax on the privilege of using a parking space beginning on January 1, 2020. Under P.A. 101-0031, people who pay a fee to utilize a parking space will be subject to pay the state’s new parking excise tax. The rates for the new tax are: (1) Fee paid by the Hour, Day or Week: 6.00% of the parking fee. (2) Fee paid by the Month or Year: 9.00% of the parking fee. The legislation does specify situations where this fee would not apply. However, the legislation does not specifically exempt municipal-owned parking facilities where a fee is charged. The Illinois Municipal League (IML) currently believes this legislation will be construed to apply to cities, villages and towns who own a parking facility and charge fees to park in said facility. As such, beginning January 1, 2020, the Village will be required to collect and remit a parking excise tax to the Illinois Department of Revenue (IDOR) on municipal-owned parking facilities, including parking lots, parking meters not in the public way and parking garages. The legislation provides that the tax may be passed on through rates and fees to the customers. Specifically, the language reads that operators shall collect the tax from purchasers by adding the tax to the amount of the purchase price and the tax shall be separately stated on the bill, invoice or by signage. Municipalities, who own a parking facility and charge fees to park in said facility, should plan on collecting and remitting this tax to IDOR, and undertake the organizational and administrative preparations necessary to comply with this unfunded state mandate, effective January 1, 2020. IML is actively working to obtain further clarification from the legislation’s if municipal-owned parking facilities are subject to the parking excise tax. If it is determined that this tax does apply, IML will seek to pass legislation in the fall veto session specifically exempting municipal-owned parking facilities before the tax’s effective date. *(Reference IML Fact Sheet)*

Despite the challenges, opportunities exist for additional revenue.

- **Adult Use Cannabis** - State revenue derived from the Cannabis Regulation and Tax Act will be deposited into the Cannabis Regulation fund. The funds will be distributed to multiple state agencies for implementation of the Act. The legalization of adult cannabis also includes a new source of Local Government Distributive Fund (LGDF) dollars. A portion of the Cannabis Regulation Fund revenues (8.00% of deposits) will go to local governments, through LGDF, which will be used to fund crime prevention programs, training and interdiction efforts. The Cannabis Regulation Fund is derived from moneys collected from the state taxes, license fees and other amounts required to be transferred into the Fund. (*Reference IML Fact Sheet*). Recreational cannabis is subject to a variety of different taxes, including existing state, county, and local sales taxes. Cook County may impose a tax of 3% regardless of the location of sale. Municipalities may impose a retailer occupation tax of up to 3% (in increments of .25%) on sales to consumers. Local taxes will be collected by the state and deposited into dedicated funds that will be protected from budgetary sweeps. The funds will then be disbursed to municipalities in the same manner as local sales tax revenue.
- **Motor Fuel Tax** – On June 2, 2019, the Illinois General Assembly passed legislation that would increase the State’s MFT by 19 cents per gallon of gasoline. Municipalities will receive a portion of these new revenues. The legislation also increased the tax on diesel fuel by 24 cents per gallon. All new revenues from both increases will be deposited into the State’s new Transportation Renewal Fund (TRF), with the surcharge on diesel fuel dedicated to the state. A portion of the 19 cents increase in gasoline MFT will be shared with units of local government.
- **Rebuild Illinois Capital Plan** - On June 28, 2019 Governor Pritzker signed the Rebuild Illinois capital plan. A fund for grants to the local public agencies. Illinois Department of Transportation (IDOT) will distribute these funds to the local agencies. The grants will be distributed over a number of years, not all at once. Once the State of Illinois completes the sale of bonds, they will inform the local agencies on when they should expect these funds. The Village is projected to received \$3,379,500.

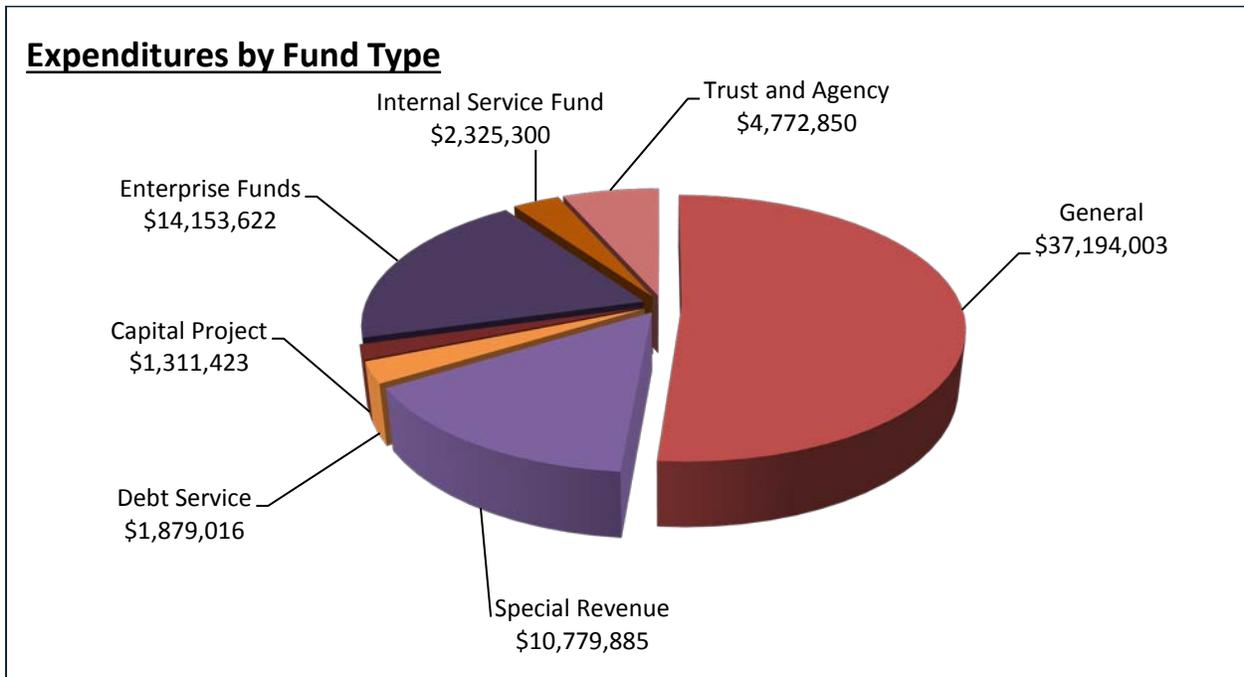
The Village has taken several steps to ensure its fiscal stability; including, but not limited to department restructuring and introduction of newer technologies to improve efficiencies. The FY2020 Budget continues to be a conservative financial plan intended to hold the line on expenditures while making strategic investment in capital, maintaining the Village’s fiscal stability, and providing for excellence in the delivery of Village services.

The FY2020 budget includes the revenue reductions implemented by the State. Staff has diligently prepared for the possibility of further reductions, and contingency plans are in place for FY2020 should the need arise.

### Budget Summary

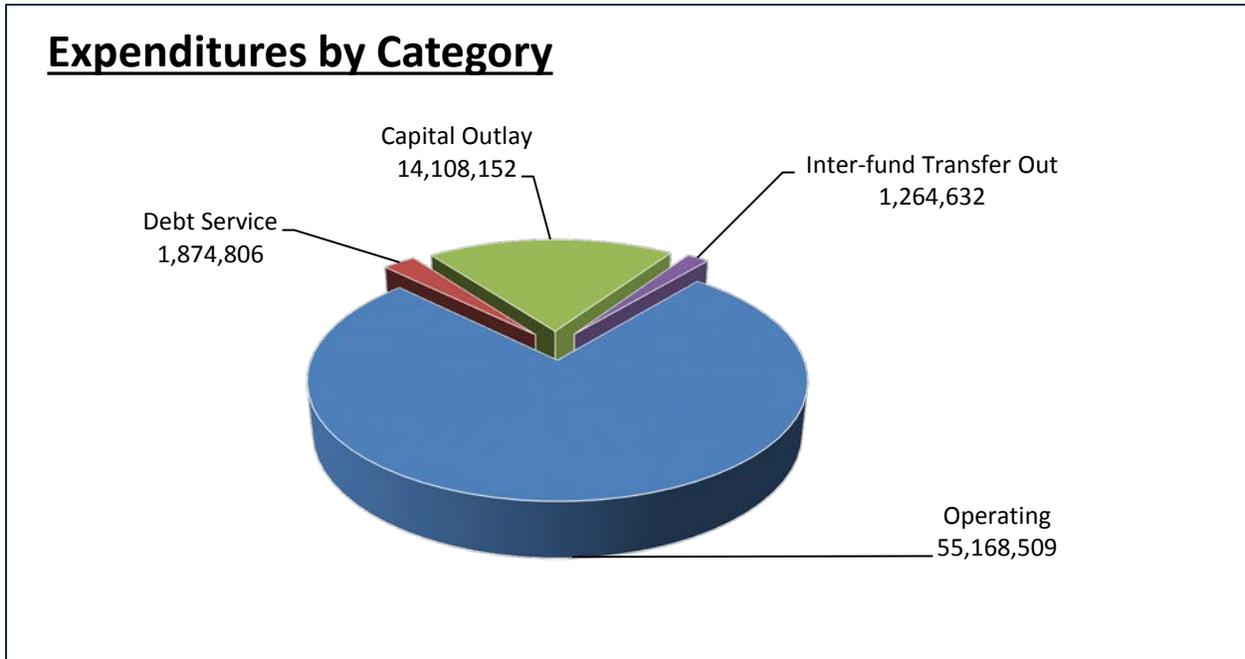
The FY2020 Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall FY2020 expenditures by fund and category:

### Expenditures – All Funds



The table below illustrates the changes in the Operating, Debt Service, Capital and Inter-Fund Transfer appropriation for FY2020, which total \$72,416,099, an increase of \$3,138,484 or 4.53% more than FY2019.

Changes in Operating, Debt Service, Capital and Inter-fund Transfers				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Operating	53,666,435	55,168,509	\$1,502,074	2.80%
Debt Service	1,928,959	1,874,806	(54,153)	-2.81%
Capital Outlay	10,446,351	14,108,152	3,661,801	35.05%
Inter-fund Transfer Out	3,235,870	1,264,632	(1,971,238)	-60.92%
<b>Total</b>	<b>\$69,277,615</b>	<b>72,416,099</b>	<b>3,138,484</b>	<b>4.53%</b>

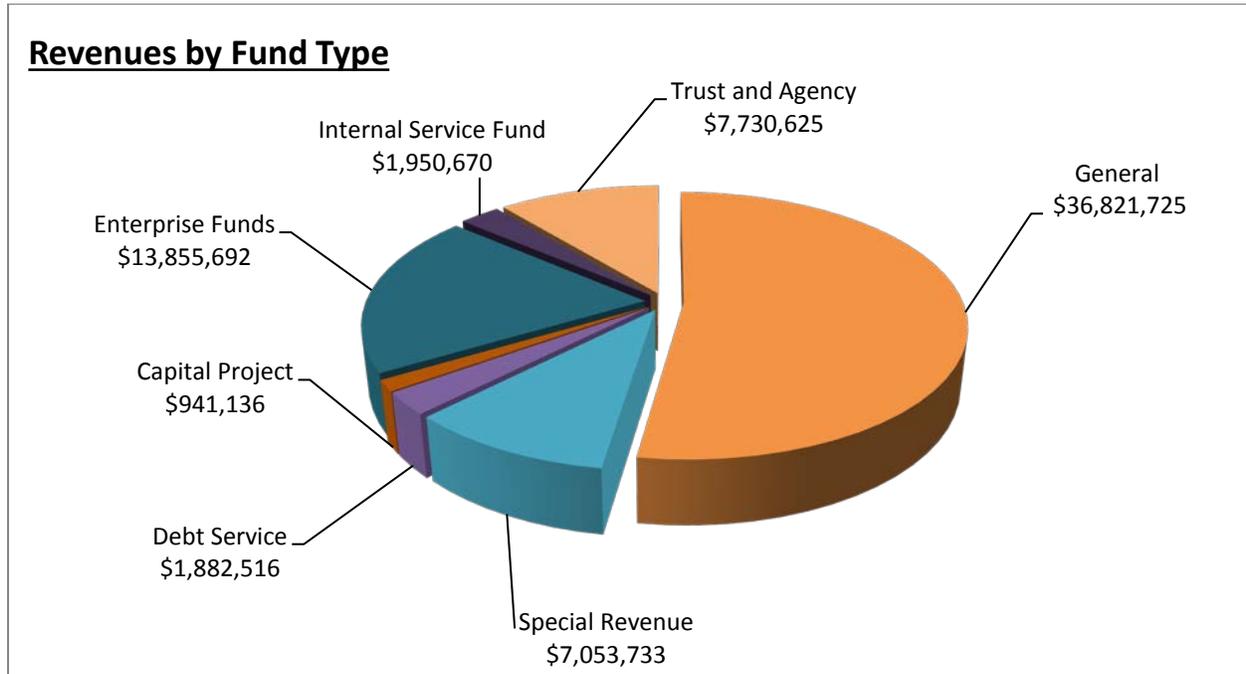


- **Operating** - (excluding debt service, capital outlay and transfers between funds) amounts to \$55,168,509 for FY2020 as compared to FY2019 of \$53,666,435. This is a \$1,502,074 or 2.80% increase from FY2019.
  - **Personnel Services** – an increase of \$1,020,676 or 3.10% from FY2019 includes: projected compensation in the form of a general wage increase for non-union and union employees; an increase in health insurance cost; an increase in non-union IMRF pension contribution (FY2019 - 10.20% to 12.27% in FY2020 contribution); and police and fire pension contributions increased by 9.73% per the actuarial suggested annual funding requirement.
  - **Commodities** – an increase of \$55,703 or 3.76% from FY2019 includes: membership dues for The Metropolitan Emergency Response and Investigation Team (MERIT); the DuPage River/Salt Creek Work Group and for material and supplies (i.e. salt and Hot Mix).
  - **Contractual** – an increase of \$425,695 or 2.21% from FY2019. The increases are; Intergovernmental Risk Management Agency (IRMA) 2020 contribution, sales tax incentive in the economic development budget has been increased due to a new agreement that started in FY2019, JAWA operating cost, vehicle maintenance and replacement, IT equipment replacement funding, and depreciation expense (***depreciation does not result in the outflow of cash***). Offset some increases by decreasing expenses in engineering services for the burial of overhead lines which will be completed in FY2019, no scheduled storage tank to be painted in FY2020.

- **Debt Service** - amounts to \$1,874,806 for FY2020, a 2.81% or \$54,153 decrease from FY2019. The last Water Fund Illinois Environmental Protection Agency (IEPA) Loan for the Water Fund was paid in July 2019. The Debt service payments are based on debt schedules determined at the time of debt issuance.
- **Capital Outlay** - amounts to \$14,108,152 for FY2020, a 35.05% or \$3,661,801 increase from FY2019. The Village Center (Streetscape Improvement) budget increased to \$4M compared to FY2019 of \$2.8M. Expenses in FY2019 included the burial of the overhead lines which is part of this project and will be completed by the end of FY2019 funded by TIF #3. The Well pump to waste system modification budgeted for \$500,000 funded by Water & Sewer Fund. The next phase of the Hanover Park Sport Complex budgeted for \$1.5M. Improvement for the little league field new turf, warning track, fencing and a new proposed softball field will be constructed; the solar carport improvement to the commuter train station of \$250,000 and the pedestrian crossing at the Hanover Park Metra station for \$1M. Funding for these project will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the funds from DCEO are received by the Village.** Capital outlay purchases are typically one-time needs that cause the expenditure total to fluctuate year to year. Village departments have replacement cycles for most of their capital outlay needs (i.e. vehicles).
- **Inter-fund transfers Out** - amounts to \$1,264,632 for FY2020, a 60.92% or \$1,971,238 decrease from FY2019. This is due to 2020 street reconstruction project being moved to and funded by Motor Fuel Tax Fund (extra revenue from the .19 cents increase in gasoline tax imposed by the state effective July 2019) instead of transferring money from General Fund to Road and Bridge to fund the project.

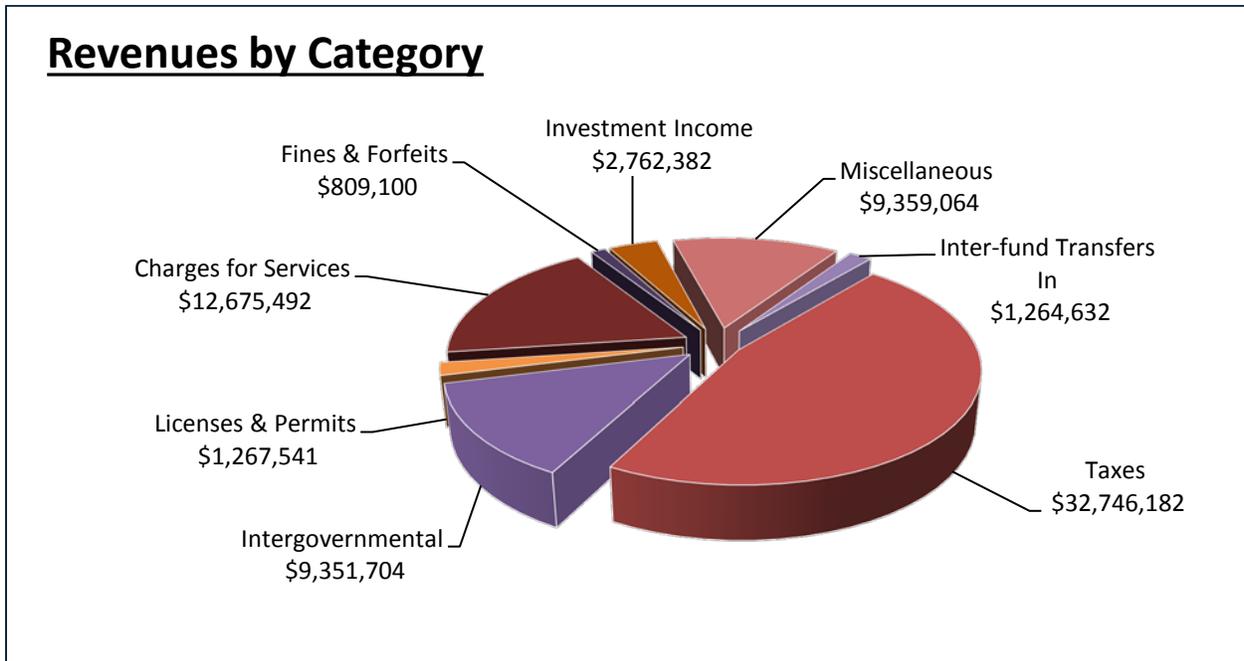
### Revenues – All Funds

The FY2020 Budget reflects revenues for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall Fiscal Year 2019 revenues by fund and category:



The table below illustrates the changes in the Revenue Classifications (All-Funds) for FY2020 which total \$70,236,097, an increase of \$4,605,803 or 7.02% over the prior FY2019:

Changes in Revenue Classifications				
Revenues /All Funds	Budget FY 2019	Budget FY 2020	Increase/ Decrease Amount	Increase/ Decrease Percent
Taxes	\$31,236,606	\$32,746,182	\$1,509,576	4.83%
Intergovernmental	5,028,009	9,351,704	4,323,695	85.99%
Licenses & Permits	1,188,900	1,267,541	78,641	6.61%
Charges for Services	12,663,333	12,675,492	12,159	0.10%
Fines & Forfeits	927,500	809,100	(118,400)	-12.77%
Investment Income	2,563,951	2,762,382	198,431	7.74%
Miscellaneous	8,786,125	9,359,064	572,939	6.52%
Inter-fund Transfers In	3,235,870	1,264,632	(1,971,238)	-60.92%
<b>Total</b>	<b>\$65,630,294</b>	<b>\$70,236,097</b>	<b>\$4,605,803</b>	<b>7.02%</b>



The Village of Hanover Park appropriations are supported by several sources. The primary revenue categories are Taxes, Intergovernmental Licenses and Permits, Charges for Services, Fees and Forfeits, Investment Income, Miscellaneous, Transfers and Others.

- Taxes** – amount of \$32,746,182 for FY2020, a 4.83% or \$1,509,576 increased from FY2019. There are several sources which comprise the Taxes category such as: Property tax levies increased in the amount of \$27,476 due to Tax Increment Financing (TIF's) and Special Service Area (SSA's) levies. Utility taxes (Telecommunication \$100K decrease, Natural Gas \$60K increase, and Electric Tax \$10K increase) total decreased in the amount of \$30,000. Telecommunication tax continues to decrease due to customers switching to data plans for cell service, which are not taxable. Sales, Home Rule, Auto Rental and Use Tax increased by the amount of \$1,496,500. The Video Gaming tax increased by \$12,600 and real estate and foreign fire insurance tax increased by \$3,000.
- Intergovernmental** – amount of \$9,351,704 for FY2020, an 85.99% or \$4,323,695 increase from FY2019. There are several sources which comprise this category; personal property replacement increased by \$2,000, State Income tax increased by \$350,000, the increase is based on revenue data trend. The Village used the rate of \$100.07 to calculate the estimated revenue for FY2020 compared to IML's rate of \$106.30; motor fuel tax allotment increased by \$577,891 (due to 0.19 cents imposed gas tax increase by the state effective July 2019), fire department expenditure reimbursement increased by \$45,000, and State/Federal Grant increased by \$3,348,804. A majority of the Grants are from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). The remaining grant is for the youth ambassador carry-over in FY2020 (approved for \$34,800) and a grant for Census of \$25,000.

- **Licenses and Permits** – amount of \$1,267,541 for FY2020, a 6.61% or \$78,641 increase from FY2019. There are several sources, which comprise the licenses and permits category such as business licenses increased by \$2,000; liquor licenses increased by \$3,500; contractor licenses increased by \$5,000; vendor, animal and multi-family licenses increased by \$1,375; penalties on licenses increased by \$17,700; building and sign permits increase by \$39,850; video gaming terminal permits increased by \$17,000 due to an increase in the video terminals allowed from five (5) to six (6), and solid waste franchise and wastewater discharge fees decreased by \$7,784.
- **Charges for Services** – amount of \$12,675,492 for FY2020, a 0.10% or \$12,159 increase from FY2019. This category consists of many revenue sources, the largest of which relates to Water/Sewer Sales, which decreased by \$183,800 due to a wet summer, Water meter sales increased by \$1,000, Tap-on fees and leachate treatment fees increased by \$52,517, Ambulance Fees increased by \$120,000 due to new rate approved in FY2019, foreclosure registration fees increased by \$20,000, CPR, ADT, Public safety, fire training fees decreased by \$2,500, commuter parking fees decreased by \$8,858, rental income decreased by \$6,000, other fees such as building reinspection, plan review increased by \$19,800.
- **Fines and Forfeits** – amount of \$809,100 for FY2020, a 12.77% or \$118,400 decrease from FY2019. This category consists of traffic fines violations which increased by \$60,000, Village code ordinance violations projected decrease of \$180,400 due to the approval of recreational use of marijuana effective January 1, 2020, which is currently an ordinance violation in the Village code, and fire false alarm fines increased by \$2,000 based on data trend.
- **Investment income** – amount of \$2,762,382 for FY2020, a 7.74% or \$198,431 increase from FY2019. Majority of the investments related to Police and Fire Pension investment portfolio and the Village investments such as Certificate of Deposits (CD) rates.
- **Miscellaneous** - amount of \$9,359,064 for FY2020, a 6.52% or \$572,939 increase from FY2019. This category consists of miscellaneous revenues that do not fit into other categories; police and fire employer contribution increased by \$410,245, employee contributions to police and fire pension increased by \$33,825, and funding for the Village replacement fund (Central and I.T. Equipment) increased by \$130,246.
- **Inter-fund Transfer In** – amount of \$1,264,632 for FY2020, a 60.92% or \$1,971,238 decrease from FY2019 due to 2020 street reconstruction project moved to and funded by Motor Fuel Tax Fund (extra revenue from the .19 cents increase in gasoline tax imposed by the state effective July 2019) instead of transferring money from General Fund to Road and Bridge to fund the project decreased by \$1,526,878, decreased of \$227,220 for the yearly transfer to Capital Improvement for schedule Village property improvements. One-time transfer from General Fund to Central Equipment to purchase the Asphalt Paver, Roller and Trailer for \$220,700 completed in FY2019.

### ***Fiscal Policy and Debt Policy***

The Village President and Board of Trustees recognize the importance of establishing fiscal and debt policies to guide the Village in its day-to-day operations and to achieve long-term goals. These policies have been established to sustain the continued financial health of the Village. All Village reserves meet or are greater than prescribed by policies.

The Village's debt policy includes provisions discouraging the use of debt financing to fund current operations.

The Fiscal policy includes budget, investment, capital asset, debt, revenue, reserve and fund balance, accounting, auditing and financial reporting requirements.

### ***New Programs & Budget Highlights***

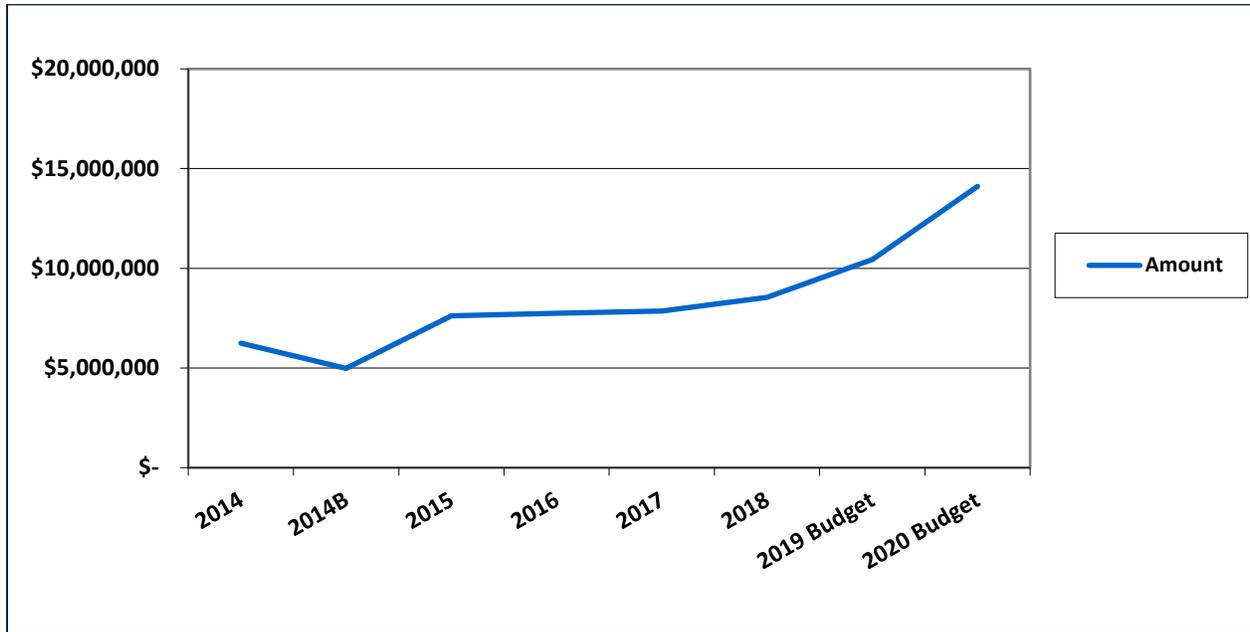
- *Replacement of core network switches:* The current network infrastructure was put in place in 2011. The configuration utilized four core switches, two at Village Hall and two at the Police Department. The core switches were part of a large network infrastructure project in 2011 that cost \$696,735. These core switches are designated for end-of-life from Cisco in the first quarter of 2020. Replacement of the switches is needed as they will be nine years old, and due to the pending end-of-life. Budgetary research for current Cisco replacement equipment was completed to establish the expected cost. The core switches establish connectivity and data routing to all Village facilities, the Internet, and both DuComm and Cook County.
- *Fire Department Training Room Audio/Video Replacement:* The 13-year-old aging equipment has failed, multiple pieces of the A/V system have intermittently malfunctioned and/or become obsolete. Over the past ten years the training room usage has expanded; the fire department officer development classes, the room is used for training multiple days per week and used for multiple FD functions from swearing in receptions to retirements using the A/V equipment. While planning for equipment replacement, the Fire Department wishes to expand the usage of this room in order to integrate all training sessions with teleconferencing systems. This equipment will also expand our registration numbers for paid training classes by opening the sessions to students that can connect using the teleconferencing system.
- *TIF #3 Village Center/TOD RFP for Development:* Following the TIF 3 amendment to extend the life of the TIF for an additional 12 years and adding the south commuter lot parcels, the next steps entail a fiscal analysis and RFP to recruit development. The Village's TIF consultant, will be performing the analysis and guiding the Village in the issuance of the RFP as well as review and selection of a developer. The area closest to the train station will be the highest priority for development.

- *Village Center Zoning District:* The Village will evaluate amending the Zoning Code to potentially create a new Village Center zoning district. Given that TOD areas have unique parking and land use requirements, a new zoning district can be created (either as an overlay or underlying zoning), with parking, bulk, land use requirements and design guidelines, that would encourage TOD development and streamline the requirements.
- *Village Center Plan:* Work continues in the implementation of the Village Center Plan. The Village strategically acquired and removed the Marek House in the Village Center area. The design of the project to occur in 2020 is complete and utility work began in anticipation of the streetscape project in 2020. This has involved the massive coordination of ComEd, AT&T, Comcast, Wide Open West, Metra, as well as the input from DuPage County. Bidding for the 2020 project is expected in early 2020 for work to begin as early as possible.
- *Tactical Ballistic Safety Vests and Helmets:* With the increase in public violence throughout the country, the potential for active-shooter or a mass-casualty situation continues to be a real threat for the Village. The number of incidents where fire / rescue personnel respond and have the potential to encounter violence has the potential to increase. These incidents include fights, domestic violence, incidents where scene security is still in question, and responses to assist law enforcement at hostile events including stand-by responses for the Police Department's Crisis Response Team. This purchase will provide responding personnel with ballistic safety vests and helmets. This protective equipment will allow fire / rescue personnel, partnered with law enforcement the ability to more quickly gain access to severely wounded or critically injured victims and begin treatment before the scene is completely secure.
- *Fire Station No 2 (Station 16) Design:* The existing Fire Station No. 2 (Station 16) does not meet the continuing needs of the department. It is undersized in both apparatus floor and living facilities for on-duty personnel. A long-term strategic plan goal has been to replace and relocate this facility. Under this program a new fire station will be designed. Funds will also be used to design and remodel of the existing station transitioning it into a Special Operations Support Facility." This remodeled fire station will be used to house specialized apparatus and equipment, bulk hazardous materials and technical rescue supplies.
- *DuPage Integrated Justice Information System (Records Management) 2<sup>nd</sup> year costs:* The Police Department is participating in the DuPage County-wide records management and computer aided dispatch (CAD) system replacement. The system was switched over in June 2019 and allows for the integration and information sharing among participating agencies and DuPage County government. Each participating agency pays their share of the total project cost. \$77,000 represents the second year's costs of the system to the police department. Additionally, \$65,000 has been allocated to cover costs of integrating the new system with existing programs utilized by the police department, including the electronic ticketing, evidence processing and the arrestee booking systems.

- *New DuComm Facility 2<sup>nd</sup> Year Costs:* The Police and Fire Departments are participating with other DuComm member agencies to pay the construction costs of the DuPage Communications new facility. The \$35,000 cost represents the police department's portion for FY2020. The police department plans to pay its share each year in one annual payment. The estimated total amount for the PD portion of the second facility project is \$571,309.
- *Infrastructure:* In 2020, the Village will be investing \$2,000,000 into the reconstruction and resurfacing of Village streets. Approximately 2,600 lineal feet, or roughly 4 blocks of concrete streets are scheduled to be reconstructed at an expected cost of \$900,000; and approximately \$1,100,000 of an additional 16,000 lineal feet, or roughly 20 blocks, of resurfacing will occur on various Village streets utilizing the remaining funds. \$750,000 has been budgeted for the replacement of aged and failing water main (the actual mains to be replaced will be selected based on various factors and will be coordinated with the roadway program).
- *ISO Class 1 and CFAI Accreditation:* The Village Board has identified as part of the 2017, 3-year comprehensive Strategic Plan, a goal of being both ISO Class 1 and CFAI Agency Accredited. Both ISO Class 1 and CFAI Accreditation provides recognition of departmental excellence and will rank the department as one of the few agencies nationwide to hold both ratings. The ratings are expected to provide a positive impact on community and economic development.
- *Emergency Management Transferred to the Fire Department:* As part of the 2020 budget, responsibility for Emergency Management will be transferred from the police department to the fire department. This will include the addition of a 20-hour per week employee to coordinate the work of the program. The Fire Chief will have added to his responsibilities that of Emergency Management Director and the Assistant Fire Chief will have added to his duties that of Assistant Emergency Management Director.

### Capital Improvement Program (CIP)

The chart below records the pattern of the Village’s Capital Improvement Program Budget (all funds) over the past eight years. As indicated, this program fluctuates from year to year. Depending upon the needs identified for a given fiscal year, routine improvements are also part of this program. Additionally, funds are budgeted from the Village’s Enterprise funds to account for capital improvements to the water and sewer funds and the commuter parking lot.



Fiscal Year	2014	2014B	2015	2016	2017	2018	2019 Budget	2020 Budget
Amount	\$ 6,243,602	\$ 4,979,663	\$ 7,614,594	\$ 7,749,027	\$ 7,862,155	\$ 8,537,710	\$ 10,446,351	\$ 14,108,152

**Improvements other than Buildings** - projects in the capital budget include street reconstruction and resurfacing program, Irving Park road lighting and safety improvement (funded by the Illinois Bond Fund to the DCEO), Lake street pedestrian access, replacement of light fixtures with LED, miscellaneous improvement in the Hanover Parks sports Complex, phase 4 of the Hanover Park sport complex (funded by the Illinois Bond Fund to the DCEO), arterial fence maintenance, install three new entry sign with the new Village logo, 80 new parkway tree planting, arterial fence along Stearns Road, west branch of DuPage river stabilization Anne fox to Village limits (designs), street banners (winter season), storm sewers and drainage improvement, parking lot resurfacing (PW Yard), Village Center streetscaping plaza and park, parking lot resurfacing (Metra Station portions of the south lot), Pedestrian crossing safety improvement, and solar carport in the commuter train station (funded by the Illinois Bond Fund to the DCEO).

**Office Equipment** - projects in the capital budget include a four (4) core switch replacement (VH & PD), cyber security enhancement, Fire department audio/video room replacement, and the scheduled personal computer (PC) replacements.

**Building improvements** - projects in the capital budget include a fire station #2 design, update HVAC building automation system, and Façade grants & historic preservations programs.

**Other Equipment** - projects in the capital budget include a floor scrubber (18 years old), message board (18 years old), electrical upgrade to Schick road pump station, replace (six years old) Neptune MRX receiver, emergency pump replacement, auto pulse CPR unit, cardiac monitor/defibrillator replacement, DuComm second facility police portion of the cost (paid in 2030), DuJIS record management and interface system, structural firefighting protective gear twelve (12) sets, hazardous material monitoring capability upgrade, three (3) new protective vests, 12 replacement for Crisis Resolution Team (CRT) vests end of warranty, thirteen (13) replacement for sworn officer due to 5 year warranty guarantee, roof repair for Station #1, tactical Ballistic safety vest and helmets fifteen (15) sets, Tech rescue turnout gear for new part-time firefighter.

**Water and Sewer** - projects in the capital budget include replacement of scum pump #2, Waste Activated Sludge (WAS) pumps #1 and #2 need to be replaced, Barrington road sanitary sewer replacement from approximately Bristol Ln to Tower Drive, sanitary sewer rehab and replacement, Inflow and Infiltration (I&I) MWRD reporting, sanitary sewer backup program, water main replacement, raw well water pump to waste systems and Well #6 pump replacement.

**The Central Equipment fund** - will be replacing ten (10) vehicles and trucks, one (1) ambulance and one (1) street sweeper.

A summary and individual item details of the Village's CIP can be found in the Capital Improvement section of this budget.

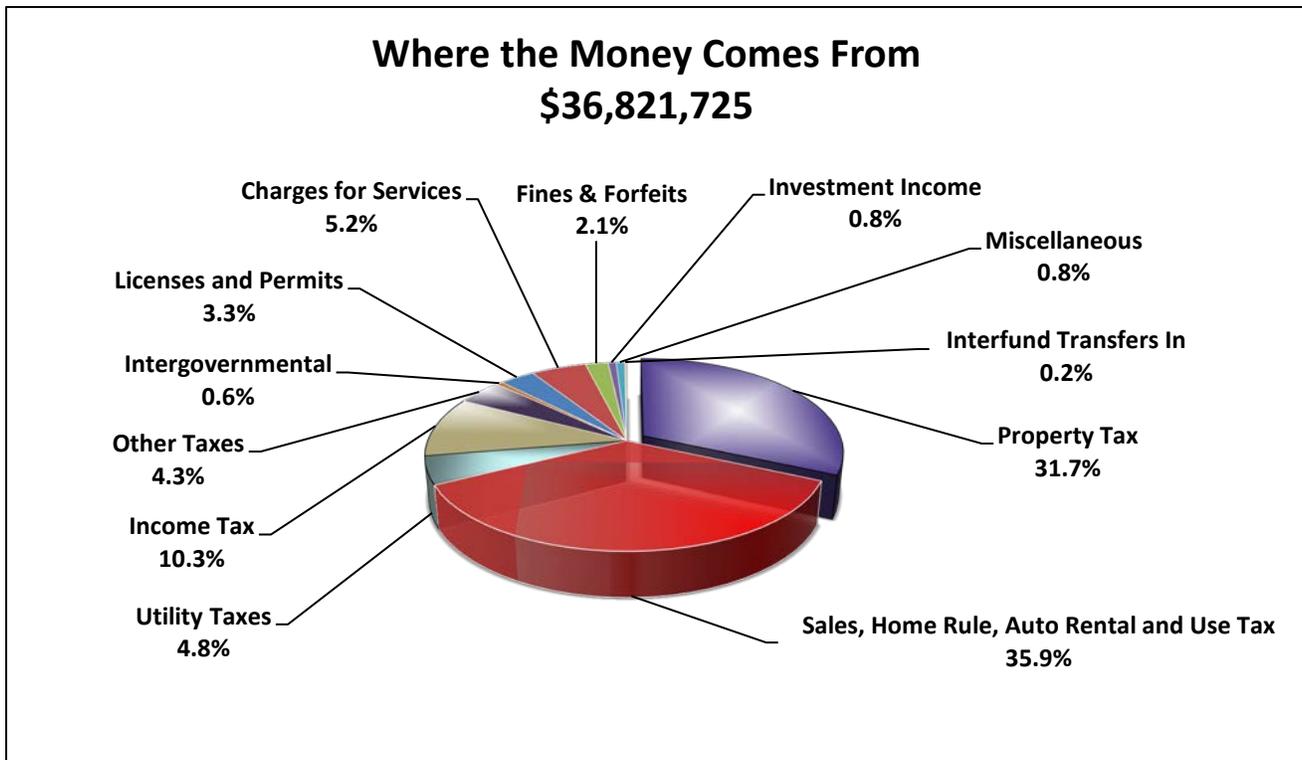
### General Fund

In the FY2020 budget, General Fund revenues total \$36,821,725 and operating expenditures total \$37,194,003. This balanced budget has an operating surplus of \$2,722 and a \$372,278 deficit after the planned use of fund balance totaling \$375,000, which will fund the Fire Station #2 design.

In the Governmental Funds category, the General Fund is the principal operating fund and includes allocations for Police, Fire, Public Works, Community Development, Engineering, Finance, Information Technology and Administrative Departments. It represents 51.57% of total expenditures and provides most of municipal services. Following the General Fund tab in this Budget Document are graphs showing historical revenues and expenditures. Presented below is a chart identifying total General Fund financial information:

### Where does our revenue come from?

The following chart shows where the Village’s General Fund revenues come from:



General Fund revenues are budgeted to be \$36,821,725 for FY2020, an increase of \$2,184,453 or 6.31% compared to FY2019 budget.

- **Property Tax** – account for 31.70% of the FY2020, compared to 33.66% in FY2019, of General Fund revenues budgeted (the Village Board goal is to reduce the reliance on property tax to 30% or lower). The Village’s 2019 overall tax levy to be collected in FY2020 is \$13,386,715 (Corporate and Debt Service). \$1,712,515 is assigned to pay specific debt obligations, while the \$11,674,200 is assigned to General Fund operating. The breakdown of the Corporate levy is; \$4,626,725 is levied to pay for the Village’s portion of Police and Fire pension contributions and the remaining \$7,047,475 is going to be applied to General Fund operating expenditures.
- **General Sales Tax** - the sales tax rate for Cook County is 9.75%. This is a combination of rates for the State of Illinois (6.25%), the Cook County Home Rule (1.75%), the Regional Transportation Authority (1.00%) and the Hanover Park Home Rule (0.75%). The sales tax rate for DuPage County is 7.75%. This is a combination of rates for the State of Illinois (6.25%), the Regional Transportation Authority (0.75%) and the Hanover Park Home Rule (0.75%). The State Rate is further divided, with 5.25% going to the State and the other 1.00% being distributed to the Village. It is this 1.00% that represents General Sales Tax. The FY2020 budget of \$7,200,000 is an increase of \$700,000, or 10.77%, from the FY2019 budget.
- **Home Rule Sales Tax** - the Village implemented a Home Rule Sales Tax in 1994 at a rate of 0.50%. In March 2013, the Village Board approved a 0.25% increase in the Home Rule Sales Tax rate, bringing the new rate to 0.75% effective July 2013. Home Rule Sales Tax does not apply to the sale of vehicles or qualifying food and drugs. The State of Illinois imposed a 2% Administrative Fee on Home Rule Sales Tax collections effective July 1, 2017 with the adoption of their budget in which the Village lost \$59,381 in revenue. The State amended the Administrative Fee to 1.5% effective July 1, 2018 with the adoption of their budget which the Village lost \$72,720 in revenue, and an estimated loss of \$70,700 in FY2019. The FY2020 budget of \$4,780,000 is an increase of \$580,000 or 13.81% from FY2019 budget.
- **Local Use Tax** - based on purchases made outside one’s state of residence on taxable items that will be used, stored or consumed in one’s state of residence and on which no tax was collected in the state of purchase. The FY2020 budget of \$1,215,000 is an increase of \$215,000 or 21.50% from FY2019 budget.
- **Utility Taxes - Telecommunications Tax** - through the Simplified Municipal Telecommunications Tax, Hanover Park imposed a 6.0% tax on telecommunication services. This tax is collected and distributed by the State and is imposed on voice lines, cellular phones, and any other telecommunication devices. The FY2020 budget of \$310,000 is a decrease of \$100,000 or 24.39% from FY2019 budget due to a downward trend in receipts. This downward trend in telecommunications tax receipts can be attributed to: 1) more customers cancelling their landlines; 2) only calls and texts are taxable as data packages are not subject to the tax; and 3) trends in cell phone packages switched from unlimited data and a fee per call or text to include unlimited talk (including free long distance) and text packages.

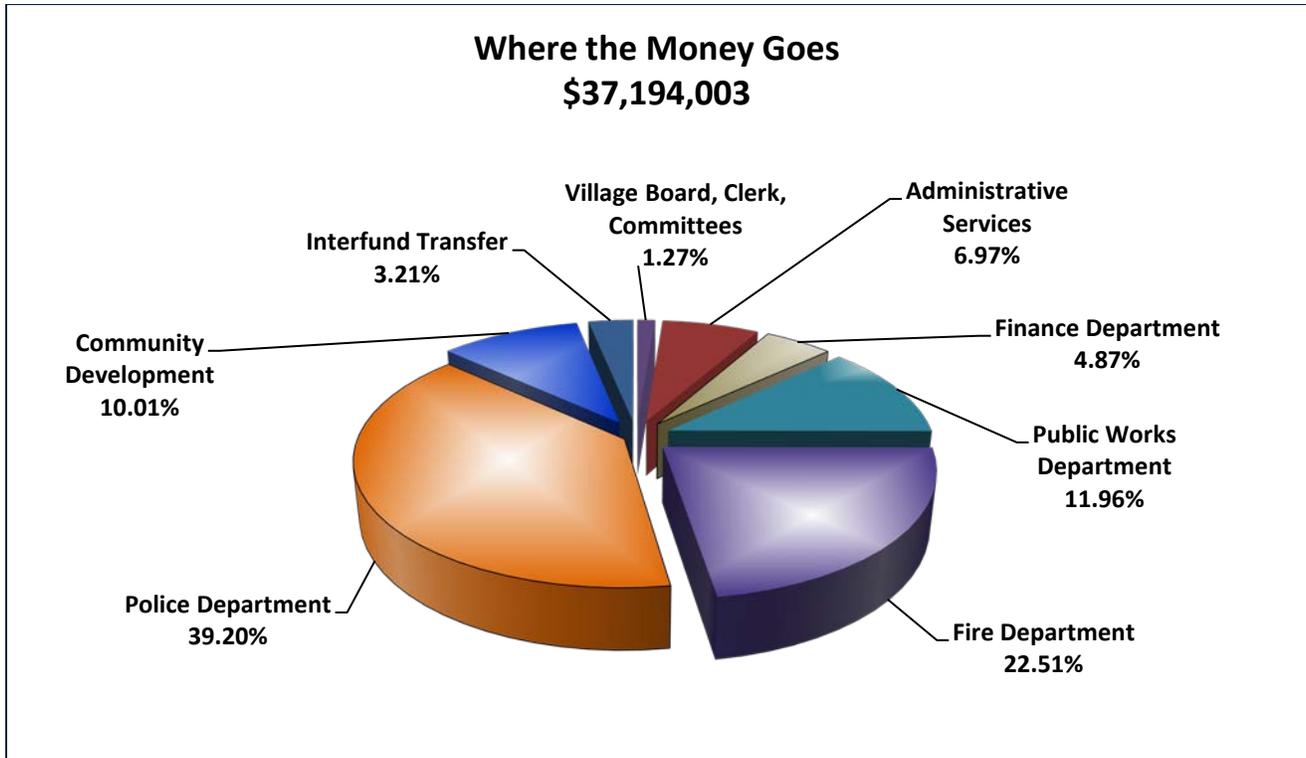
- **Utility Taxes - Gas Use Tax** – the Village Board adopted the Gas Use Tax on April 25, 2002 and collections began on June 1, 2002. In November 16, 2017, the Village Board amended the code to increase the rate per therm from \$0.015 cents to \$0.03 cents per therm effective January 1, 2018. It resulted in an increase in revenue. The FY2020 budget of \$475,000 is an increase of \$60,000 or 14.46% from FY2019 budget.
- **Utility Taxes - Electricity Tax** - the Village tax on electricity is based upon established rates per kilowatt-hours used or consumed in a month. Revenues received from these taxes are generated based on actual usage and largely depend on fluctuations in temperatures and population. The FY2020 budget of \$1,000,000 is an increase of \$10,000, or 1.01%, from FY2019 budget.
- **Other Taxes** – such as Real Estate Transfer Tax, Hotel/Motel Tax, Food and Beverage Tax, and Auto Rental Tax. FY2020 budget of \$1,592,000 is an increase of \$3,500 or 0.22% from FY2019 budget.
- **Income Tax** - the Village receives a portion of the total State Income Tax receipts on a per-capita basis. In July 2017, the adopted budget for the State of Illinois included diversions of some local government revenues. Income Tax revenue was reduced by 10% (one-time) which amount to \$220,000 of the FY2017 actual revenues compared to FY2016 actual. The State once again reduced the Income Tax revenue by 5% (one-time) effective July 1, 2018 with the adoption of their budget which amounted for \$59,900 of the FY2018 actual revenues compared to FY2016 actual. The Village continues to monitor the actions by the Illinois Legislature. FY2020 budget of \$3,800,000 is an increase of \$350,000 or 10.14% from FY2019 budget.
- **Intergovernmental** - such as Personal Property Replacement Tax (PPRT) increase by \$2,000 based on revenue trend, Grants (census grants, and immigrant assistant grant from Secretary of State), and miscellaneous department program (i.e. DuPage mowing reimbursement, Police Program, Fire expenditures reimbursement, etc.). FY2020 budget of \$220,739 is an increase of \$95,379 or 76.08% from FY2019 budget due one time grant for Census 2020 for \$25K, Immigrant Assistant Grant (Youth ambassador) from Secretary of State received in the mid-2019 will carry forward in FY2020 for \$23K, and increase in expenditure fire (such as Haz Mat billing etc.) by outsource the billing process to a third company who have more experience in dealing with homeowners insurance claims.
- **Licenses and Permits** – such as Business licenses increased by \$2,000, Liquor license increased by \$3,500, Contractor licenses increased by \$5,000, Single and Multi-Unit Rental Licenses increased by \$1,275, Building and Sign Permits increased by \$39,850 due to anticipation of Verandah Townhomes buildout, Cable Franchise same budget amount as FY2019 \$380K, and Solid Waste Fees decreased by \$2,784. FY2020 budget of \$1,215,541 is an increase of \$66,641 or 5.80% from FY2019 budget.
- **Charges for Services** – such as Ambulance fee increase by \$120,000 (increase rate in April 2019), Plan Review increased by \$20,000 (anticipation of Verandah Townhomes buildout), Vehicle Impoundment remain flat, ), foreclosure registration fee (new revenue source in FY2019) increased by \$20,000, and Rental Income Fees decreased by \$6,000 (loss of Antenna on water tower). FY2020 budget of \$1,904,400 is an increase of \$151,300 or 8.63% from FY2019 budget.

- **Fines and Forfeits** –Traffic Fines increased by \$60,000 due to switching violation hearing from Cook to DuPage county. Ordinance violations significantly decreased by \$180,400 due to State of Illinois approval for recreational marijuana effective January 1, 2020 (cannabis offenses will no longer be a violation effective January 1<sup>st</sup>), Red Light Camera fines increased by \$15,000, and Police and Fire False Alarm fees increased by \$2,000. FY2020 budget of \$789,100 is a decrease of \$103,400 or 11.59% from FY2019 budget.
- **Investment Income** (money market and CD’s) - The FY2020 budget of \$281,000 is an increase of \$130,950 or 87.27% from FY2019 budget primarily due to greater returns on investment expected in FY2020.
- **Miscellaneous** (Intergovernmental Risk Management Agency (IRMA) claim reimbursement checks, miscellaneous expense reimbursement, and corporate partnership program) – The FY2020 budget of \$294,657 is an increase of \$7,823 or 2.73% from FY2019 budget. Revenues from this category fluctuates from year to year.
- **Transfers** – from SSA #6 to pay the advance loan provided by General Fund, which will be paid off fully in April 2020. The FY2020 budget of \$70,088 is an increase of \$3,560 or 5.35% from FY2019 budget.

General Fund - Revenues by Category				
Revenues /All Funds	Budget FY 2019	Budget FY 2020	Increase/ Decrease Amount	Increase/ Decrease Percent
Taxes	\$26,764,000	\$28,246,200	\$1,482,200	5.54%
Intergovernmental	3,575,360	4,020,739	445,379	12.46%
Licenses & Permits	1,148,900	1,215,541	66,641	5.80%
Charges for Services	1,753,100	1,904,400	151,300	8.63%
Fines & Fees	892,500	789,100	(103,400)	-11.59%
Investment Income	150,050	281,000	130,950	87.27%
Miscellaneous	286,834	294,657	7,823	2.73%
Inter-fund Transfers In	66,528	70,088	3,560	5.35%
<b>Total</b>	<b>\$34,637,272</b>	<b>\$36,821,725</b>	<b>\$2,184,453</b>	<b>6.31%</b>

## Where does our money go?

The following chart shows where the Village’s General Fund money goes:



General Fund expenditures are budgeted to be \$37,194,003 for FY2020. This is a decrease of \$576,169 or 1.53% compared to FY2019 amended budget.

- Personnel Services** – increased by \$890,679, or 3.55%, due to projected compensation in the form of a General Wage increase for non-union and union employees, an increase in health insurance cost, an increase in non-union IMRF pension contribution by 14.43% (FY2019 of 10.20% to 12.27% in FY2020 contribution), and the police and fire pension contributions increased by 9.73% per the actuarial suggested annual funding requirement.
- Commodities** – a decreased of \$732 or 0.07% due to other commodities such as: membership and subscription, gasoline & lube, employee recognition, and other supplies needed by each department to fulfill their daily task and responsibilities decreases in FY2020 which offset the increase in material and supplies price for Hot Mix.

- **Contractual Services** – an increase of \$508,682 or 6.04%. Increases like natural gas prediction of harsh winter, tax incentive agreement (new contract effective FY2019 – a budget amendment will be presented to the Board to increase the budget by \$875,000 (\$2.1M budgeted in FY2019) for the tax incentive payment in FY2019), the Intergovernmental Risk Management Agency (IRMA) 2020 contribution, vehicle maintenance, and IT equipment replacement funding, special event (census 2020 outreach program).
- **Inter-Fund Transfer Out** – decreased by \$1,974,798 or 62.31% due to the 2020 street reconstruction project being moved and funded by Motor Fuel Tax Fund (extra revenue from the .19 cents increase in gasoline tax impose by the state effective July 2019) instead of transferring money from General Fund to Road and Bridge to fund the project. This transfer is to support the Capital Improvement Program of the Village. All areas of the General Fund budget were reviewed and reduced where possible to improve the Village’s overall financial outlook.

General Fund - Expenditures by Category				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Personnel Services	\$25,103,563	\$25,994,242	\$890,679	3.55%
Commodities	1,075,467	1,074,735	(732)	-0.07%
Contractual Services	8,421,800	8,930,482	508,682	6.04%
Inter-fund Transfer Out	3,169,342	1,194,544	(1,974,798)	-62.31%
<b>Total</b>	<b>\$37,770,172</b>	<b>\$37,194,003</b>	<b>(576,169)</b>	<b>-1.53%</b>

**Special Revenue Funds**

Special Revenue Funds are used to account for the proceeds of specific revenue sources (other than special assessment, expendable trusts, or for major capital projects) that are legally restricted to expenditures for specific purposes. The chart below shows the Appropriation of all Funds under Special Revenue Funds.

Special Revenue Funds				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Motor Fuel Tax	\$1,453,000	\$2,000,000	\$547,000	37.65%
Road and Bridge	2,951,994	1,846,132	(1,105,862)	-37.46%
Special Service Area #3	21,100	27,506	6,406	30.36%
Special Service Area #4	30,450	40,368	9,918	32.57%
Special Service Area #5	166,098	174,403	8,305	5.00%
MWRD	45,000	1,579,325	1,534,325	3409.61%
State Restricted	90,952	115,651	24,699	27.16%
Federal Restricted	500	500	-	0.00%
Foreign Fire Insurance	30,000	30,000	0	0.00%
TIF #3	4,176,495	4,891,000	714,505	17.11%
TIF #4	100,000	45,000	(55,000)	-55.00%
TIF #5	50,000	30,000	(20,000)	-40.00%
<b>Total</b>	<b>\$9,115,589</b>	<b>\$10,779,885</b>	<b>1,664,296</b>	<b>18.26%</b>

**Motor Fuel Tax Fund** –used for street maintenance, and street resurfacing projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the Village’s share of the gasoline tax. On June 2, 2019 the Illinois General Assembly passed legislation that would increase the State’s MFT by 19 cents per gallon on gasoline. Municipalities will receive a portion of these new revenues, but it will be a smaller share than may be perceived. Motor Fuel Tax Fund spending is budgeted at \$2,000,000 in FY2020 an increase of \$547,000 or 37.65% in FY2019 amended budget. Use for street reconstruction (Hanover Garden subdivision) and the annual street resurfacing program.

**Road and Bridge Fund** –used for street and bridge maintenance and reconstruction projects. Road and Bridge Fund spending is budgeted at \$1,846,132 in FY2020 a decrease of \$1,105,862 or 37.46% in FY2019 amended budget. For purchase of geo melt and salt, streetlight maintenance, crack sealing, pavement striping, curb, gutter and sidewalk repair, engineering services for Arlington Drive bridge Phase 2 and 3, street program material testing, bridge inspection, Lake street pedestrian access and Irving Park Road lighting and safety improvement in which funding for this project will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the fund from DCEO received by the Village.**

**Special Service Area # 3 (Astor Avenue)** – for scavenger, public improvements and snow removal services for multifamily housing units located on Astor Avenue. SSA#3 spending is budgeted at \$27,506 in FY2020 an increase of \$6,406 or 30.36% in FY2019. For garbage and snow removal services and replacement of light fixtures with LED.

**Special Service Area # 4 (Mark Thomas and Leslie Lane)** – for scavenger, public improvements and snow removal services for multifamily housing units located on Mark Thomas and Leslie Lane. SSA#4 spending is budgeted at \$40,368 in FY2020 which is an increase of \$9,918 or 32.57% in FY2019. For garbage and snow removal services and replacement of light fixtures with LED.

**Special Service Area # 5 (Greenbrook/Tanglewood)** – for scavenger, and public improvements services for multifamily housing units located on Greenbrook/Tanglewood. SSA#5 spending is budgeted at \$174,403 in FY2020 which is an increase of \$8,305 or 5.00% in FY2019. For trash services and maintenance.

**Metropolitan Water Reclamation District (MWRD)Fields** – for scavenger, maintenance and improvement of the MWRD Fields. MWRD Fields spending is budgeted at \$1,579,325 in FY2020. This is an increase of \$1,534,325 or 3409.61% in FY2019. For miscellaneous repairs to facilities, mowing expenses for public spaces, miscellaneous improvement and phase 4 of sport complex improvement in which funding for this project will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the fund from DCEO received by the Village.**

**State Restricted Fund** – for law enforcement expenses related to assets seizures. It is the result of a sharing agreement with the State of Illinois. State Restricted Fund spending is budgeted at \$115,651 in FY2020. This is an increase of \$24,699 or 27.16% in FY2019. For ammunition, taser supplies, gun cleaning supplies, celebrite annual subscription (police use to get data from phones), drug detection device, armored vehicle maintenance and equipment and cannabis impairment test device.

**Federal Restricted Fund** – for law enforcement expenses related to assets seizures. It is the result of the equitable sharing agreement with the Department of Justice (DOJ). Federal Restricted Fund spending is budgeted at \$500 in FY2020 same as the FY2019 budget.

**Foreign Fire Insurance Fund** – the expenses are evaluated and determined by the Foreign Fire Insurance Board, which is comprised of the Fire Department members, per statute. Foreign Fire Insurance Fund spending is budgeted at \$30,000 in FY2020 same as the FY2019 budget. For miscellaneous supplies and miscellaneous equipment.

**Tax Increment Financing #3 (TIF#3)** – for the improvement in the Village Center Redevelopment District located at Barrington Road and Lake Street. This TIF#3 was originally set to expire in 2024. On September 5, 2019 the board approved the extension of TIF# 3 by twelve (12) years beyond its original termination date of 2024. Now, TIF #3 will expire in 2036. TIF#3 spending is budgeted at \$4,891,000 in FY2020. This is an increase of \$714,505 or 17.11% in FY2019 amended budget (four (4) budget amendment in FY2019 total \$2,496,495). for consulting and legal fees, engineering service for streetscape design, façade improvement grant program, and the Village center streetscaping plaza and park construction.

**Tax Increment Financing #4 (TIF#4)** – for the improvement in the TIF Redevelopment District located at Barrington Road and Irving Park Road. This TIF#4 will expire in 2028. TIF#4 spending is budgeted at \$45,000 in FY2020. This is a decrease of \$55,000 or 55.00% in FY2019. A placeholder for future redevelopment project.

**Tax Increment Financing #5 (TIF#5)** – for the improvement in the TIF Redevelopment District around the intersection of Irving Park and Wise Road. This TIF#5 will expire in 2036. TIF#5 spending is budgeted at \$30,000 in FY2020 which is a decrease of \$20,000 or 40.00% in FY2019. A placeholder for future redevelopment project.

### Capital Projects Funds

The Capital Projects Fund was created to account for financial resources to be used for the acquisition or construction of major capital facilities and equipment, other than those financed by proprietary funds, special assessment funds, and trust funds.

Capital Project Funds				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Special Service Area #6	\$75,100	\$75,100	\$0	0.00%
General Capital Project	924,764	1,236,323	311,559	33.69%
<b>Total</b>	<b>\$999,864</b>	<b>\$1,311,423</b>	<b>311,559</b>	<b>31.16%</b>

**Special Service Area # 6 (Hanover Square Condominium)** – repayment for public improvements such as installation of twelve (12) masonry dumpster enclosure, improvement of the parking and private streets at the Hanover Square Condominium. SSA#6 spending is budgeted at \$75,100 in FY2020 same as FY2019 budget amount. A payment to General Fund loan which will expire in April 2020. This will be the final payment to the loan.

**Capital Project Fund** – accounts for improvement of Village facilities, infrastructures, street and maintenance. Capital Project Fund spending is budgeted at \$1,236,323 in FY2020 which is an increase of \$311,559 or 33.69% in FY2019. For engineering services, HVAC building automation, arterial fence maintenance, arterial fence installation at Stearns Road, storm sewer and drainage improvement, three (3) new entryway signs (new Village logo), Anne Fox village limit design, parking lot resurfacing (PW yard), winter street banner, parkway tree replacement fire station #2 design, and miscellaneous fire equipment and safety gear.

Engineering Services	\$ 15,000
Improvement other than Buildings	\$440,000
Office Equipment	\$ -
Other Equipment	\$366,323
Buildings	\$415,000
<b>Total</b>	<b><u>\$1,236,323</u></b>

### Debt Service Funds

The Debt Service Fund was established to account for the accumulation of resources and the payment of general long-term debt principal and interest.

Debt Service Funds				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
2011 G.O. Bonds	\$650,775	\$657,150	\$6,375	0.98%
2010 G.O. Bonds	773,403	763,128	(10,275)	-1.33%
2010A G.O. Bonds	468,538	458,738	(9,800)	-2.09%
<b>Total</b>	<b>\$1,892,716</b>	<b>\$1,879,016</b>	<b>(13,700)</b>	<b>-0.72%</b>

**General Obligation Series 2011 Fund** – refunding the 2004 General Obligation Bond for \$7M, used for the construction of the Fire Station 1. This GO Series 2011 will expire on December 1, 2024. GO Series 2011 spending is budgeted at \$657,150 in FY2020, primarily consists of general obligation debt service payment schedule for the year and miscellaneous fees.

**Taxable General Obligation Series 2010 Fund** –used for the construction of the new Police Station \$10M. This Taxable GO Series 2010 will expire on December 1, 2029. This bond is callable/redeemable in December 1, 2018 (issuer often choose this option when the market interest rate falls below the bond’s interest rate). Taxable GO Series 2010 spending is budgeted at \$763,128 in FY2020, primarily consists of general obligation debt service payment schedule for the year and miscellaneous fees.

**Taxable General Obligation Series 2010A Fund** –used for the construction of the new Police Station in amount of \$5M. This Taxable GO Series 2010A will expire on December 1, 2030. This bond is callable/redeemable in December 1, 2019 (issuer often choose this option when the market interest rate falls below the bond’s interest rate). Taxable GO Series 2010A spending is budgeted at \$458,738 in FY2020, primarily consists of general obligation debt service payment schedule for the year and miscellaneous fees.

### **Enterprise Funds**

Enterprise Funds like business type activities include services primarily funded through user charges such as: the water utilities and the parking fees.

<b>Enterprise Funds</b>				
<b>Appropriations/All Funds</b>	<b>Budget FY 2019</b>	<b>Budget FY 2020</b>	<b>Increase/Decrease Amount</b>	<b>Increase/Decrease Percent</b>
<b>Water and Sewer</b>	\$12,395,012	\$12,395,039	\$27	0.00%
<b>Commuter Parking Lot</b>	579,387	1,758,583	1,179,196	203.52%
<b>Total</b>	<b>\$12,974,399</b>	<b>\$14,153,622</b>	<b>1,179,223</b>	<b>9.09%</b>

**Water and Sewer Fund** - the Water and Sewer Fund is self-supporting enterprise funds meaning revenues generated through water and sewer rates cover the expenses related to operation of utilities. The water rate for Cook and DuPage is \$9.35 per thousand gallons and the sewer rate for Cook is \$2.07 and for DuPage it is \$5.57. In FY2020 budget, Water and Sewer revenues total \$12,125,928 and operating expenditures total \$12,395,039. This balanced budget has an operating surplus of \$22,549 and a \$269,111 deficit after the planned use of fund balance totaling \$291,660, which will fund portion of the Well pump to waste system modification. Appropriation use for personnel cost, water operating cost to Joint Action Water Agency (JAWA), miscellaneous supplies, replacement of scum pump #2, Waste Activated Sludge (WAS) pumps #1 and #2 need to be replaced, Barrington road sanitary sewer replacement from approximately Bristol Ln to Tower Drive, sanitary sewer rehab and replacement, Inflow and Infiltration (I&I) MWRD reporting, sanitary sewer backup program, water main replacement, raw well water pump to waste systems and Well #6 pump replacement. The Water and Sewer Fund is balanced without increasing the water and sewer rates. This will be the fifth year, that the Village has not increased the water and sewer rates.

**Municipal Commuter Parking Lot** – used to account for the operations associated with the 1,399 commuter parking spaces at the Hanover Park train station. In November 1, 2017 the parking rate increased from \$1.50 to \$1.75 daily, monthly from \$30.00 to \$35.00 and from \$330.00 to \$385.00 yearly (discounted from October 1<sup>st</sup> through December 31<sup>st</sup>).

**On June 28, 2019.** Governor Pritzker signed SB 690 P.A. 101-0031. A provision of the new law establishes the **Parking Excise Tax Act**, which imposes a state tax on the privilege of using a parking space beginning on January 1, 2020. Under P.A, 101-0031, people who pay a fee to utilize a parking space will be subject to pay the state's new parking excise tax. The rates for the new tax are: (1) Fee paid by the Hour, Day or Week: 6.00% of the parking fee. (2) Fee paid by the Month or Year: 9.00% of the parking fee. The estimated parking excise tax is \$33,300.

In the FY2020 budget, Municipal Commuter Parking Lot revenues total \$1,729,764 and operating expenditures total \$1,758,583 which will result in a deficit of \$28,819. Appropriation used for snow removal maintenance, landscaping, parking machine maintenance, asphalt and street lighting repairs, parking lot resurfacing, solar carport and pedestrian crossing safety improvements in which funding for these projects will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the funds from DCEO are received by the Village.**

**Internal Service Funds**

Internal Service Funds are used to report any activity that provides goods or services to other funds, departments, or agencies of the primary government and its component units (if any), or to other governments, on a cost recovery basis.

Internal Service Funds				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Central Equipment	\$1,508,900	\$1,950,300	\$441,400	29.25%
I.T. Equipment Replacement	394,500	375,000	(19,500)	0.00%
<b>Total</b>	<b>\$1,903,400</b>	<b>\$2,325,300</b>	<b>421,900</b>	<b>22.17%</b>

**Central Equipment Fund** - accounts for the funds annually set aside for the timely replacement of vehicles that meet the current business operation. FY2020 revenues totaling \$1,364,978 which come from annual department Charges for Services, are calculated amounts based on the accumulated reserve needs per asset, proceeds from the Sale of Assets, and Interest Income. The accumulated reserve needs are based on the determined life of an asset and replacement value. Charges for Services are budgeted by department. Charges for Services will be expensed in the department operating budget and recorded as revenue in the Central Equipment Fund. FY2020 expenditures total \$1,000,300 and are for replacement of vehicles that have been fully funded through Charges for Services in previous years such as: Utility SUV for water division, 4 police Utility SUV's and accessories, Van for Community Service Officer (CSO), Ambulance, Utility truck, and ¾ ton pick-up truck for Fire Department, ¾ ton pick-up truck and ½ ton pick-up truck for PW Department, as well as street sweeper, message board and floor scrubber, for PW Dept.

**I.T. Equipment Fund** - accounts for the funds annually set aside for the timely replacement of equipment that meets the current business operation. FY2020 revenues totaling \$585,692, generated from annual department Charges for Services are calculated based on the accumulated reserve needed per asset, proceeds from the Sale of Assets, and Interest Income. The accumulated reserve needs are based on the determined life of an asset and replacement value. Charges for Services are budgeted by the department. Charges for Services will be expensed in the department operating budget and recorded as revenue in I.T. Equipment Fund. FY2020 expenditures of \$375,000 are four (4) core switch replacement for Village Hall and Police Department, Cyber security enhancement, Audio/Video replacement for Fire Department Station #1 training room, and the schedule personal computer (PC) replacements.

### Trust & Agency Funds

Trust and Agency Funds are used to report assets held in a trustee or agency capacity for others and therefore, cannot be used to support the government’s own programs.

Pension Trust Funds are used to report resources that are required to be held in trust for the members and beneficiaries of defined contribution plans.

Trust & Agency Funds				
Appropriations/All Funds	Budget FY 2019	Budget FY 2020	Increase/Decrease Amount	Increase/Decrease Percent
Police Pension	\$2,882,860	\$3,031,420	\$148,560	5.15%
Fire Pension	1,738,615	1,741,430	2,815	0.16%
<b>Total</b>	<b>\$4,621,475</b>	<b>\$4,772,850</b>	<b>151,375</b>	<b>3.28%</b>

**Police Pension Fund** - the Village’s sworn police employees participate in the Police Pension Employee’s Retirement System (PPERS). PPERS functions for the benefit of these employees and is governed by a five-member pension board consisting of two members appointed by the Village’s President, one elected pension beneficiary and two elected police employees. The Village and PPERS participants are obligated to fund all PPERS costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Police Pension Fund spending is budgeted at \$3,031,420 in FY2020 for retiree’s pension and other contractual services (i.e. Lauterbach & Amen accounting firm, Legal service and investment fees).

**Fire Pension Fund** - the Village’s firefighters participate in the Firefighters’ Pension. The pension provides retirement benefits to firefighters and is governed by a five-member pension board consisting of the two Village President appointees, two elected fire employees, and one elected pension beneficiary. The Village and the participants are obligated to fund all pension costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Fire Pension Fund spending is budgeted at \$1,741,430 in FY2020 for retiree’s pension and other contractual services (i.e. Lauterbach & Amen accounting firm, Legal service and investment fees).

Both the Police and Fire Pension Fund appropriations increased in FY2020. This was due primarily to a retiree benefits percentage increase (3% compounded-per year basis), increase in the number of public safety officers retiring each year and the pension service administration (PSA) expenses. Current annual funding by the Village meets statutory requirements. It requires the both funds to be 100% funded by 2033, which is verified by an annual actuarial analysis of each fund.

**Inter-fund Transfers**

Inter-fund transfers represent amounts transferred from one fund to another fund, primarily for purchases or services provided.

Inter-Fund Transfers			
Transfer Out	Amount	Transfer In	Amount
General Fund	\$1,194,544	General Fund	\$70,088
Special Service Area #6	70,088	Road and Bridge	572,000
	-	General Capital Project Fund	622,544
	-	Central Equipment	-
<b>Total</b>	<b>\$1,264,632</b>	<b>Total</b>	<b>\$1,264,632</b>

**Inter-fund transfer in/Out** – includes a total of \$1,264,632 for transfer to Road and Bridge for the yearly street maintenance expenses, the yearly transfer to Capital Improvement for overall Village property improvements including the \$375,000 for Fire Station #2 design in which the General Fund unassigned fund balance will be utilize, and the final transfer for loan payment from Special Service Area #6 (SSA #6) to General Fund. Loan will expire in April 2020.

### Reserves

The Village’s policy is to maintain a minimum total unassigned fund balance of 25% of annual operating expenditures. A reserve balance at this level gives the Village the ability to maintain current operations during down economic cycles and address unexpected emergencies. The main difference between the total fund balance and the total unassigned fund balance is that the total fund balance includes advances the General Fund has made to the Tax Increment Financing (TIF’s), and Special Service Area (SSA’s) Funds (Non-spendable portion). Once these funds begin to repay the General Fund, the total unassigned fund balance will be closer to total fund balance. At the end of FY2020, the unassigned fund balance is projected to be 58.32%, which is above the recommended policy requirement. Even though the unassigned fund balance exceeds the requirement of 25%, the continued deficits of the TIF #4, TIF #5, and SSA #6 Funds restrict the availability of General Fund balances. The fund balance is a critical component that allows the Village to maintain its current bond rating, as well as address any unexpected changes in the economy or other unanticipated expenditures. In the 2014 Strategic Plan, the Village Board set a fund balance goal of 40%. The Village will continue to plan for maintaining the unassigned fund balance at or above these recommended levels.

GENERAL FUND	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Beginning Fund Balance	16,673,652	19,814,060	21,449,129	22,408,688	22,408,688	22,355,712
Operating Revenues	34,291,821	34,573,365	36,512,716	34,570,744	37,147,457	36,751,637
Transfer In	-	-	-	66,528	66,528	70,088
<b>Total Revenues</b>	<b>34,291,821</b>	<b>34,573,365</b>	<b>36,512,716</b>	<b>34,637,272</b>	<b>37,213,985</b>	<b>36,821,725</b>
Expenditures	29,954,017	31,260,142	33,362,352	34,600,830	34,097,619	35,999,459
Transfer Out	1,197,396	1,678,155	2,190,805	3,169,342	3,169,342	1,194,544
<b>Total Expenditures</b>	<b>31,151,413</b>	<b>32,938,297</b>	<b>35,553,157</b>	<b>37,770,172</b>	<b>37,266,961</b>	<b>37,194,003</b>
Net Surplus (Deficit)	3,140,408	1,635,069	959,559	(3,132,900)	(52,976)	(372,278)
<b>Total Ending Fund Balance</b>	<b>19,814,060</b>	<b>21,449,129</b>	<b>22,408,688</b>	<b>19,275,788</b>	<b>22,355,712</b>	<b>21,983,434</b>
Less: Fund Balance Commitments:						
Nonspendable:						
Inventory, Prepaid, Advances	381,659	\$ 324,481	\$ 293,222	\$ 293,222	\$ 293,222	293,222
<b>Total Unassigned Fund Balance</b>	<b>19,432,401</b>	<b>21,124,648</b>	<b>22,115,466</b>	<b>18,982,566</b>	<b>22,062,490</b>	<b>21,690,212</b>
<b>Unassigned Fund Balance</b> as a % of Total Expenditures	62.38%	64.13%	62.20%	50.26%	59.20%	58.32%
<b>Fund Balance</b> as a % of Total Expenditures	63.61%	65.12%	63.03%	51.03%	59.99%	59.10%

### ***Budget Program Updates***

- *TIF #3 Amendment:* Village initiated the process of extending the life of TIF #3, Village Center/TOD area, for an additional 12 years. Letters of support were received from all taxing bodies within the TIF 3 area, and the Governor approved the extension as well. Several steps were taken, including hiring a consultant, performing an analysis, notifying residents, taxing bodies and businesses in the area, followed by several public meetings for input. Through the analysis, it was determined that the south commuter lots needed to be added to the TIF boundary. Following the TIF procedures and requirements, a Joint Review Board meeting and a Public Hearing were held, and the TIF #3 Village Center district was formally amended to expand its boundaries and also extend the life by 12 years, beyond its original termination date.
- *Village Center Streetscape Project:* Detailed streetscape improvements were designed to implement the vision identified in the updated 2018 Village Center/TOD Plan. The vision for our future downtown includes shops, new homes, and community gathering spaces. The streetscape improvements are being made on publicly owned land along Ontarioville Rd/Devon Avenue, west of County Farm, south of the Metra train station. Construction has begun for the burial of overhead utility lines, to be followed by roadway reconstruction, landscaping, new parking, lighting, park improvements and a new public plaza.
- *Next Level NorthWest Program:* The organization has been established as a 501(c)3 and professional coaches have been signed up. Staff identified members for the Community Pitch Panel, and potential businesses that could benefit. The first “Pitch” has been held and the first business from Hanover Park is now getting professional coaching from the Next Level NorthWest program. While it took time to establish the program with 5 communities working together, each community now has a business that has gone through or is going through the program. “Graduates” from the program are demonstrating measurable growth in revenue and/or jobs, which is a positive for the regional economy. Community Development staff is continuing to identify Stage-2 businesses that want to grow and/or expand through this Business Accelerator.
- *Small Business Resource Fair:* In a continued effort to collaborate and not duplicate the work by the Chambers, Community Development Staff partnered with the WBDC, community colleges, and the Chambers to host the fourth annual Hanover Park Small Business Forum, with topics related to starting, growing, financing and marketing a business.
- *Irving Park Corridor:* Staff continues working on implementing the recommendations outlined in the Irving Park Road Corridor study. Construction has begun at Menards, for the expansion of the warehouse. An older restaurant building is being remodeled for a new restaurant - Hollywood Taste. Several new businesses have opened on Irving Park Road including Yummy Station, Mike’s Wine and Liquor, a furniture store, and ‘Cakes by One’.

- *Village Center Area:* The Village strategically acquired several key parcels in the Village Center area and continues to recruit development. Some parcels are being designed for public use – as a plaza or public parking to support local businesses. The Historic Committee appointed to promote historic preservation efforts continued to work on several projects, including development of a Historic Plaque program. Staff worked with developers, leasing agents, property managers and consultants towards the redevelopment of Hanover Square. New tenants this year include Boost Mobile and Briana’s Pancake House. Property improvements include resealing and restriping of the parking lot, landscaping, and buildout of tenant spaces. A new car wash (EverClean) was approved is now open. Marketing efforts continue for vacant properties in the northwest quadrant of Lake Street and Barrington Road. Promotion of the Village Center Plan, Elgin O’Hare Expressway Boulevard Extension, and available properties continues with the Village Center area specifically marketed at the ICSC National Convention and regional events. A public meeting was held by the Tollway to gather input regarding the extension of IL 390, west of Lake Street.
- *TIF #5:* Verandah Senior Housing is under construction – the model unit and clubhouse are now open and occupancy is being approved for additional townhome units in 3 buildings. On Wise Road, Safari Kabob Cuisine has been replaced by Alibaba Pizza and Grill. Long John Silver’s restaurant closed after 50 years at their location. Staff is recruiting development for vacant land and buildings.
- *Business Retention Program:* Community Development staff continues to meet with businesses as part of the “Business Retention Program”. Follow-up continues with businesses regarding issues identified during meetings or through surveys. Business Retention visits are also being scheduled with “Stage-2” businesses, as potential applicants for the new “Next Level NorthWest” business accelerator program.
- *ISO Class 1 and CFAI Accreditation:* The Village Board has identified as part of the 2017, 3-year comprehensive strategic plan, a goal of being both ISO Class 1 and CFAI Agency Accredited. Both ISO Class 1 and CFAI Accreditation provides recognition of departmental excellence and will rank the department as one of the few agencies nationwide to hold both ratings. The ratings are expected to provide a positive impact on community and economic development.
- *Part 1 Crime:* The Police Department has recorded the ninth consecutive year of record-low Part I crime in the Village. Part I Crime is the benchmark used by the FBI as they determine crime rates throughout the United States. For historical perspective, in 2010 the Village recorded 587 Part I crimes compared to 250 for 2018. This represents a drop of more than 57%. 250 was also more than 10% lower than 2017, when 279 were reported. It is important to note that of the 250 total Part I crimes, over 83% of those incidents were crimes against property, rather than violent crimes. The Village was also named to the Neighborhood Scout America’s Safest Cities list (#30), as well as #13 in Backgroundchecks.org’s Safest Cities in Illinois list because of the Villages’ low crime rate. This budget continues to provide funding necessary to help maintain these low Part I Crime Statistics.

- *Community Policing:* The Police Department continues to emphasize the role of community policing in its overall service delivery and crime control strategy. Participation in the Police and Citizens Connected community outreach program continues to grow, with the Police Department's main Facebook page having reached over 8,600 unique "likes." Members of the Department interact with residents via social media channels which has led to positive public relations encounters as well as helping solve crimes. Tips from the public shared with the Department via social media have led to arrests and the recovery of properties in several instances. The Police Department continues to host quarterly area meetings for residents and maintains an anonymous forum where crime tips can be sent. Members of the Department participate in a variety of Village events and functions, including Kids at Hope, the COPS Day Picnic as well as many other events. In 2018, quarterly Area Response Team (ART) Meetings were streamed live via Facebook, allowing access to police department information to a much greater number than are physically able to attend the meetings. The live-streamed videos are archived on the page and can be viewed by residents at their own convenience. At least one of the meetings is held at a location within the ART area to encourage more residents to attend. The Police Department remains committed to providing responsive, professional and community-focused policing services to the Village.

## ***Volunteer Programs***

### **Citizen Corps Council:**

Citizen Corps is FEMA's grassroots strategy to bring together government and community leaders to involve citizens in all-hazards emergency preparedness and resilience. Citizen Corps asks residents to embrace the personal responsibility to be prepared; to get training in first aid and emergency skills; and to volunteer to support local emergency responders, disaster relief, and community safety. The Citizen Corps Council is the governing body that oversees the Village's Citizen's Emergency Response Team (CERT) and Fire Corps. The board consists of elected officials, public safety personnel and board appointed volunteers.

*Citizens Emergency Response Team:* The CERT Program is a Federal Emergency Management Agency program that educates citizens about hazards they face in their community and trains them in life saving skills. The citizens are trained to assist emergency services in disaster situations which would otherwise overwhelm community emergency resources. Training topics include disaster preparedness, fire suppression, basic disaster medical operations, light search and rescue, disaster psychology, team organization and terrorism.

*Fire Corps:* Fire Corps is a volunteer organization operating as part of the Fire Department. Their primary role is to provide on-scene rehabilitation services to firefighters suffering the detrimental effects of heat stress. Team members who have graduated from the CERT training program receive extensive training on the physiologic impact of heat stress and overall mitigation and management techniques. The team is an active participant within MABAS (Mutual Aid Box Alarm System) and regularly responds to calls within the Village, as well as mutual aid to neighboring communities. In addition to rehab services, the team also assists in teaching public education programs.

### **Fire Department Chaplain Program:**

Chaplains provide intentional and purposeful holistic care to department members, their families, and command staff, as well as on-scene support for community residents during and after an incident. Fire Chaplains are trained in Fire Department culture and operations, pastoral care, crisis intervention, comprehensive critical incident stress management (CISM), and grief support. They interact with social services provided by the Village and outside agencies such as the Red Cross and The Salvation Army. Chaplains regularly respond to emergency incidents within the Village and mutual aid as part of the MABAS system. Chaplains are part of the MABAS disaster response team and have been deployed both within the state and nationally.

### Environmental Committee:

The Environmental Committee has been in existence since the Fall of 2008 and meets the fourth Tuesday of each month. For the past eight years, they have hosted an annual Household Recycling Day to allow for the disposal of household products such as bicycles and eyeglasses, items not fit for disposal through the weekly scavenger program, and hazardous products such as oil and antifreeze. The event also provides document collection and shredding. This event has been very popular. The Environmental Committee conducts an annual inlet labeling program, marking inlets with “dump no waste, drains to river” and annually participates in the DuPage River Sweep. In 2011, they started a community apiary which continues to grow. An apiary open house is held each year, weather permitting.

### Veterans Committee:

The Veteran’s Committee was established in 2008. In 2012, the Village dedicated the new Veteran’s Memorial in front of Village Hall on Veteran’s Day. The Committee was instrumental in overseeing the completion of this project. The Committee maintains an honor roll list which contains the names of residents and employees of the Village who have served this country. They also continue to collect supplies for soldiers who are serving overseas and continue to host annual Memorial Day and Veterans Day events. In 2014, they launched a fundraising effort to purchase a military dog sculpture, which was installed on the plaza at the 2017 Memorial Day Event.

### Cultural Inclusion and Diversity Committee:

The Cultural Inclusion and Diversity Committee was created to foster and promote understanding, mutual respect, cooperation, and positive relations between and among all residents of the Village. It creates a sense of shared community among residents and affirms the value of each resident. The Committee acts as a catalyst in promoting social harmony in the Village and helps deter, through educational and action programs, prejudice, discrimination, and intolerance. The Committee assists the members of our community by identifying cultural and social service needs of the residents of the Village and working with existing entities to address these needs in the most meaningful way.

### Economic Development Committee (formerly CONECT):

The purpose of the Economic Development Committee is to work with Village Staff and existing and prospective businesses to strengthen the Village’s business community and encourage economic development in the Village. Committee members serve as ambassadors to businesses and liaisons to the Village to support and provide feedback on the impact of economic development activities and regulations on businesses. The committee facilitates formal and informal networking opportunities at various Village events and meetings with representatives of the business community.

### Sister Cities Committee:

Membership in the Hanover Park Sister Cities Committee is established through appointment by the Village President. There are presently eleven members on this Committee. The Village of Hanover Park has a Sister Cities relationship with two cities, the first of which was established in 1992 with Cape Coast, Ghana and the second, established in 2010 with Valparaiso, Zacatecas, Mexico. The twenty-year anniversary of the Hanover Park-Cape Coast relationship was recognized by special activities throughout 2012.

All three cities hold membership in Sister Cities International, which is a nonprofit citizen diplomacy network that creates and strengthens partnerships between U.S. and international communities. Its objective is to build global cooperation at the municipal level, promote cultural understanding and stimulate economic development. Sister Cities International is a leader for local community development and volunteer action, motivating and empowering private citizens, municipal officials and business leaders to develop and conduct long-term sister city programs. In 2016, the Village of Hanover

### Development Commission:

The Development Commission conducts public hearings on petitions for zoning variations, special uses, planned unit developments, re-zonings (zoning map amendments), text amendments, and comprehensive plan amendments, and reviews proposed developments and subdivisions in a timely and professional manner, providing thorough and concise recommendations to the Village Board. All petitions are considered in a fair and equitable manner in accordance with the established standards and ordinances. The Development Commission also provides long-term policy direction to the Village Board in conjunction with the Comprehensive Plan. They review and provide input on Comprehensive Plan updates, Zoning Ordinance update and special community plans such as the Village Center Plan and Irving Park Corridor Plan.

## ***Labor & Employee Relations***

The Village of Hanover Park has six labor unions which require collective bargaining. The labor contracts for the Teamsters Local 700 (Public Works), MAP (Civilians), and MAP (Sergeants) are all expiring April 30, 2020. IAFF (Firefighters) and MAP (Police Officers) contracts are all currently in effect. The SEIU (Part-time Firefighters) contract expired April 30, 2019 and is currently being negotiated.

## ***Bond Rating***

The Village's outstanding bond rating is AA from Standard and Poor. This rating is considered to be highly creditable. Standard and Poor has initiated new rating criteria which have generally improved municipal ratings. The rating was most recently updated during the refinancing of the 2004 General Obligation Bonds during Fiscal Year 2012 and has been maintained at that level ever since.

### ***Acknowledgements***

I would like to express my appreciation to the Village Board for providing leadership and direction during the preparation of this budget document. I would also like to thank the dedicated Village Department Heads and their key staff members who worked countless hours to prepare this budget. Lastly, I wish to particularly acknowledge the hard work and dedication of Finance Director Remy Navarrete and Executive Assistant Sue Krauser. Their collective contributions were essential to development of this financial plan and are truly appreciated.

I am confident that this budget will meet the needs of Hanover Park's citizens. I am proud of our accomplishments over this past year and confident the Village will continue to maintain its sound financial condition.

Sincerely,

A handwritten signature in black ink, appearing to read 'Juliana A. Maller', written in a cursive style.

Juliana A. Maller  
Village Manager

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# EXHIBITS

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This supporting section includes the following:

[Exhibit](#)

- A General and Demographic Information**
- B Financial Policies**
- C Basis for Budgeting**
- D Budget Process and Budget Calendar**
- E Fund Structure and Description of Funds**
- F Trends and Projections**
- G Projected Tax Levies and Blended Property Tax Rates**
- H Assessed Valuations/Annual Tax Levies**

## VILLAGE OF HANOVER PARK GENERAL AND DEMOGRAPHIC INFORMATION

### Location

Hanover Park, Illinois is a suburban community located 30 miles northwest of Chicago. The Village has a population of 37,973 with a land area of over six square miles. The Village is located in both Cook and DuPage Counties.

Hanover Park is situated in the southwest portion of “The Golden Corridor,” so-named because of its phenomenal rate of growth. This corridor stretches northwest from O’Hare Airport along the Northwest Tollway (Interstate 90). As more and more major corporations choose to locate in the Golden Corridor, the halo effect from their presence attracts an increasing number of businesses, both large and small, wanting to locate in this thriving, modern center of commerce and industry. Nearby are some of the finest recreational areas in Chicagoland, where opportunities for hunting, fishing, water sports and leisure activities of all kinds abound. The outstanding cultural and entertainment opportunities in Chicago are an hour away.

### History

Hanover Park was incorporated as a Village in 1958 with a population of 305 and a land area of less than one square mile. All of the land within the original boundaries was in Cook County. Some 750 acres of farmland in DuPage County were annexed in 1969, and this area of the Village dominated Hanover Park’s population growth during the 1970’s. The Village’s population was 12,000 in 1970, 28,850 in 1980 and 32,895 in 1990. In 1994, the results of a special census showed a population of 35,579. The 2000 census was 38,278. The 2010 census showed a slight decline to 37,973.

The council/manager form of government was adopted in 1971. The Village is governed by a President/Mayor and six Trustees who are elected at-large. The Village Manager is hired by the President and Board of Trustees to oversee the day-to-day operations of the Village and its 198 full-time employees. Pursuant to the 1970 State of Illinois Constitution, Hanover Park is a Home Rule Community.

The \$1.4 million municipal building complex was built in 1975 and has undergone renovations over the past few years. A \$2.6 million public works building, located adjacent to the municipal complex, was completed in the fall of 1984. A \$462,000 addition to the Butler Building, for increased vehicle storage, was completed in the spring of 2000. A \$450,000 Salt Storage Dome was constructed next to the Public Works Facility in calendar year 2010. A \$7.24 million headquarter Fire Station was completed in July 2006. The \$19 million Police Department headquarters was completed in February 2012. In December, 2011 the Village purchased a \$2.8 million shopping center located on the west side of Barrington Road north of Lake Street.

### Village Services

#### *Police Protection*

The Village of Hanover Park is served by 61 sworn full-time police officers and 36 civilian personnel. The Village has a fleet of 16 squad cars and participates in DuPage Communication (DU-COMM), a regional DuPage County telecommunications and emergency dispatch system.

#### *Fire Protection*

There are two fire stations located in Hanover Park staffed by 35 sworn full-time firefighters and up to 20 part-time firefighters. Firefighters are supplemented by one volunteer Chaplain and 16 volunteer Fire Corps Members. The department holds an ISO Class 2 fire protection rating. Additionally, the department manages the Village’s Inspectional Services Division staffed by a Chief of Inspections, a plan reviewer/project coordinator, an inspector, a health sanitarian, a contract plumbing inspector and a full and part-time permit coordinator. The Inspectional Services Office (ISO) has an ISO Class 4 rating.

*Public Works*

A total of 47 full-time and 3 part-time Public Works employees are dedicated to keeping the Village running smoothly and looking its best. Crews plant and trim Village trees; repair curbs, gutters and sidewalks; plow over 99 miles of Village streets and repair potholes; provide water service, sewage treatment, and maintain over 220 miles of storm and sanitary sewers; and maintain the Village’s fleet of 153 vehicles.

Statistics regarding the water utility include:

Population Served	37,973	
JAWA Lake Michigan Supplied	866,553	Kilo Gal.
Village Supplied	3,887.9	Kilo Gal.
Total Distribution Pumpage	870,440.9	Kilo Gal.
Daily Average Pumpage	2,384.8	Kilo Gal.
Miles of Water Mains	119.08	
Number of Metered Customers	10,860	

**Building Statistics**

<u>Calendar Year</u>	<u>Permits Issued</u>	<u>Construction Value (\$)</u>
2004	2,028	20,744,576
2005	1,633	31,996,153
2006	1,442	38,546,275
2007	1,794	19,191,323
2008	1,402	17,806,539
2009	1,233	29,395,864
2010	1,886	31,523,365
2011	1,050	10,569,184
2012	1,124	10,477,085
2013	1,102	15,637,308
2014	1,175	18,234,634
2015	1,372	16,636,099
2016	1,950	16,450,000
2017	1,966	22,090,540
2018	2,045	23,000,000
2019	2,980	19,851,467

**Non-Village Services**

*Park District and Library Services*

The Hanover Park Park District provides recreation services to the residents and maintains 22 parks and playgrounds. The Park District occupies a total park area of 171 acres throughout the Village.

The Village is served by two library districts, Poplar Creek and Schaumburg Township, which provide two branch libraries in Cook and DuPage Counties.

Water and Sewer Charges (Effective 1/1/2020)		
Water Rate	\$9.35	Per 1,000 gallons of water Used
Service Fee of \$12.50 applied to every Monthly bill		
Sewer Rate		
Cook County	\$2.07	Per 1,000 gallons of water used
DuPage County	\$5.57	Per 1,000 gallons of water used

**Demographics <sup>(1)</sup>**

**Socio-Economic Data (per 2010 census)**

**Age, Female and Male Distribution**

	<u>Subject</u>	<u>Number</u>	<u>Percent</u>
Population: 37,973	Male	19,176	50.5
Per Capita Income: \$22,643	Female	18,797	49.5
Median Household Income: \$63,649	Under 5 years	3,000	7.9
Total Employment: 19,669	Under 18 years	11,164	29.4
Unemployment Rate: 8.9%	Ages 19 to 64 years	21,493	56.6
Median Value of Owner-Occupied Homes: \$219,400	Age 65 and Older	2,316	6.1
Total Housing Units: 11,483			
Total Households: 11,019			
Home Ownership Rate: 80.2%			
Housing Units in multi-unit structures: 18.2%			
Persons Per Household: 3.43			

<u>Year</u>	<u>Population</u>	<u>% increase over previous census</u>
1960	451	---
1970	11,735	2,502%
1980	28,850	146%
1990	32,895	14%
1994	35,579	8%
2000	38,278	7%
2010	37,973	-1%

<b>Population Characteristics</b>	<u>1990</u>		<u>1994</u>		<u>2000</u>		<u>2010</u>	
	<u>Total</u>	<u>%</u>	<u>Total</u>	<u>%</u>	<u>Total</u>	<u>%</u>	<u>Total</u>	<u>%</u>
White:	28,113	85.5%	29,894	84.0%	26,077	68.1%	14,423	38.0%
Hispanic/Latino: (per 2010 Census)							14,532	38.2%
Asian/Pacific Islander:	2,435	7.4%	3,314	9.3%	4,580	12.0%	5,711	15.0%
African/American:	1,188	3.6%	1,689	4.7%	2,348	6.1%	2,509	6.6%
American Indian/Eskimo:	75	.2%	121	.3%	109	.3%	62	.2%
Other:	<u>1,084</u>	3.3%	<u>561</u>	1.6%	<u>5,164</u>	13.5%	<u>736</u>	2.0%
Total:	32,895		35,579		38,278		37,973	
Hispanic Origin (Includes all races):		11.0%		15.4%		26.7%		38.2%

<sup>1</sup> 2010 Census of Population

**VILLAGE OF HANOVER PARK**  
**FINANCIAL MANAGEMENT POLICIES**

### INTRODUCTION

The Village of Hanover Park's financial policies have been formulated to provide for the continued financial health of the Village. The objectives of these policies are to assist the Village Board and Village management in making budgetary decisions based upon sound financial principles and to maintain or improve the Village's bond rating.

### BUDGET POLICIES

The Village Manager shall submit an annual budget to the Village Board which is within the Village's ability to pay. The annual budget should provide for the following:

- The balanced annual budget should finance current operating expenditures, excluding major capital expenditures, with current revenues.
- The annual budget should allow for the implementation of as many of the Village Board's goals and objectives as financially possible.
- The annual budget should provide for the adequate funding of all pension systems (IMRF, Police Pension Fund, and Firefighters Pension Fund). An independent actuary should be used to determine the Village contributions to the Police Pension Fund and the Firefighters Pension Fund and determine if these pension funds are adequately funded.
- The annual budget should provide funding for the adequate maintenance of municipal equipment, municipal facilities, and infrastructure.
- The annual budget should set aside adequate funding (depreciation funding) for the future replacement of vehicles and major equipment. Annual funding for these replacements will eliminate major expenditure jumps in the annual budget when these acquisitions are made.
- The format of the annual budget should provide meaningful and understandable information to the Village residents, Village Board, Village Staff, and other readers. To accomplish this goal of a communications document, the Village will prepare its annual budget in conformance with the Government Finance Officers Association's (GFOA) Distinguished Budget Presentation Award Program which the Village will apply for each fiscal year. Recommended improvements from this award program will be incorporated in the subsequent annual budgets.
- The annual budget will be monitored on a monthly basis. Revenue and expenditure budget reports will be prepared on a monthly basis. These reports will be distributed to Village management staff and will be available to the Village Board and the Finance Committee. A quarterly actual to budget summary report will be presented to the Village Board.

### CAPITAL IMPROVEMENT POLICIES

The Village will prepare a multiple-year capital improvement program that is incorporated in the annual budget document. The multiyear capital improvement program will be used to identify and prioritize future capital needs and possible funding sources. This program will be reviewed during the Village's annual budget process.

The operating costs to maintain capital acquisitions and improvements will be included in the annual budget.

Depreciation financing, intergovernmental grant funding, and/or debt financing will be considered to finance capital improvement programs.

INVESTMENT POLICIES

The Village Board approves a separate Investment Policy which provides guidelines for the prudent investment of the Village's temporary uninvested funds. This policy will be reviewed by Village staff on an annual basis and recommended changes, if any, will be submitted to the Village Board for approval.

CAPITAL ASSET POLICY

The Village Board approves a separate Capital Asset Policy to safeguard Village assets and insure compliance with financial reporting standards as promulgated by the Governmental Accounting Standards Board (GASB).

DEBT POLICIES

As a home-rule unit of local government, the Village does not have a debt limit under the 1970 Illinois Constitution. Unlike home-rule units of government, non-home-rule units of government do have a debt limit of 7.50% of their most recent equalized assessed valuation (EAV).

Debt Guidelines

Although depreciation financing is the preferred method to finance capital projects, the Village will explore all options in financing its capital improvement program, including grants, developer contributions, and long-term debt paid by user charges (revenue bonds) or paid by Village wide taxes (general obligation bonds).

The Village will not use debt financing to finance current operating expenditures.

The term of the debt issued for capital improvement projects will not exceed the project's useful life and generally will not exceed 20 years.

Whenever possible, the Village will market its debt through the competitive bid process.

The Village will limit its outstanding general obligation debt to be paid by property taxes to 7.50% of its most recent EAV (using the 2018 EAV, the maximum outstanding general obligation debt to be paid by property taxes would be \$46.8 million).

The Village will comply with its Continuing Disclosure Requirements pursuant to the SEC Rule 15c-12(b)(5), including filing a Comprehensive Annual Financial Report (CAFR) with each of the nationally-recognized municipal information repositories (NRMIR's) within 210 days following the end of each fiscal year and disclosing certain material events on an occurrence basis.

The Village will maintain communications with the bond rating agencies concerning its financial condition and follow a policy of full disclosure on every bond prospectus.

Guidelines on the Refunding of Outstanding Debt by Issuing New Debt

Refunding of outstanding debt may be done to restructure existing debt to achieve annual debt service savings.

A financial advisor should be retained because of the complexities involved in debt refunding.

The term of the bonds issued to refund outstanding debt should not be greater than the term of the outstanding debt being refunded.

A refunding should be considered if the net present value savings exceeds 3% of the refunded principal amount.

A refunding should not be considered if the total costs of the bond issue, including the underwriter's discount, exceeds the net present value savings of the proposed refunding.

**REVENUE POLICIES**

The Village will diversify its revenue sources in an attempt to avoid the adverse effects of shortfalls from any one revenue source and to reduce the reliance on property tax.

User charges and fees should be set, at a minimum, to recover all direct and indirect costs, including interest and depreciation costs, related to these charges and fees. An analysis of these charges and fees should be conducted on a periodic basis to insure that, at a minimum, those direct and indirect costs are recovered.

**RESERVE AND FUND BALANCE POLICIES**

The General Fund unreserved fund balance should be maintained at a minimum of 25% of the General Fund total budgeted annual expenditures to provide financing for unanticipated expenditures and revenue shortfalls. The Village Board will be advised annually, during the budget process, of the General Fund unreserved fund balance.

If at any time the unreserved fund balance in the General Fund falls below the required minimum, subsequent years' budgets will be adopted to bring the unreserved fund balance to the required minimum within three years.

General Fund cash reserves should be maintained to address possible delays in the state distribution of shared revenues during economic downturns (state income tax, replacement taxes, local use tax) and other possible delays in revenues collected by the state and distributed to the Village (municipal sales tax, home-rule sales tax, simplified telecommunications and other utility taxes). The reserve level should be established to insure that General Fund obligations are paid on time and to address a potential six-month delay of these revenues.

Many other Funds have been created by the Village to accumulate funds on an ongoing basis for future capital purchases (Central Equipment Fund and IT Replacement Fund), meet temporary needs (Capital Project Funds and Debt Service Funds), account for specific programs (Special Service Area Funds), or meet legal requirements (Motor Fuel Tax Fund). The focus of each Fund is different; each Fund may have significantly different cash requirements, and each Fund may have very different revenue sources. The Village will insure that the reserves of these Funds are maintained at an adequate level to meet their unique needs.

**ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES**

The Village will have an annual audit conducted on its financial records by a qualified, independent public accounting firm. The Village should request proposals from qualified independent accounting firms to conduct the annual audit of its financial statements every five to seven years by the use of a request for proposal (RFP) process.

The Village will contract with an independent actuary to determine the Village's annual contribution to the Police Pension Fund and Firefighters Pension Fund. The Village should obtain proposals from qualified independent actuaries every five to seven years by the use of a request for proposal (RFP) process.

The Village will submit its Comprehensive Annual Financial Report (CAFR) to the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting Program.

The Village's financial statements will be prepared according to generally-accepted accounting principles (GAAP) as promulgated by the Governmental Accounting Standards Board (GASB).

Adopted: March 9, 1981

Revised: February 20, 2003

Revised: May 03, 2012 – Reserve and Fund Balance Policies

**BASIS FOR BUDGETING**

Individual funds are accounted for as required by Generally Accepted Accounting Principles. The Village implemented Governmental Accounting Standards Board statement number 34 in Fiscal Year 2003. This statement requires two different financial statement presentations for governmental funds. For the governmental fund types, the accrual basis of accounting is used in the entity-wide financial statements, and the modified accrual basis is used in the fund financial statements. The Village's governmental funds are budgeted using the modified accrual basis of accounting, as reported in the Village's fund financial statements. Under the modified accrual system, revenues are recognized when measurable and available. Measurable means the amount of the transaction can be determined and available means collectible within the current period or soon enough thereafter to pay liabilities of the current period. Expenditures are recognized when the related fund liability is incurred.

The proprietary and pension trust funds are budgeted using the accrual basis of accounting with a few exceptions. With this method, revenues are recorded when earned and expenses are recorded at the time liabilities are incurred. The exceptions are as follows:

1. Capital expenditures are budgeted in the year the item is purchased or constructed.
2. Debt principal payments are budgeted as an expense, rather than the reduction of a liability.
3. Transfers to Internal Service funds are budgeted as expenses.
4. Depreciation expense is only budgeted in the Water and Sewer Fund in order to insure that adequate funds are set aside for future capital replacements.

### BUDGET PROCESS

The budget process is developed to provide public input and foster decision-making. The Fiscal Year 2020 Budget calendar is included in this exhibit. On July 18, 2019, a public hearing was held to allow the residents to speak about any topic relevant to the Village budget. On July 18, 2019, a public hearing was also held to allow Elected Officials to discuss the public input, community needs, personnel, expenditures, fees and revenues, and policies and goals. A budget instruction manual was prepared and distributed to everyone participating in the budget process on June 11, 2019.

Departments prepare operating and capital project expenditure requests. The budget team, comprised of the Village Manager, Finance Director, Deputy Village Manager, and Executive Assistant, review departmental submittals. The Finance Director projects General and Water and Sewer Fund revenues. All departmental budgets were submitted to the Village Manager on July 26, 2019.

The preliminary budget is developed based on Board policies and the review of departmental submittals. New initiatives and resource enhancement requests are outlined in the preliminary operating and capital budget reports submitted to the Village Board. At the Village Board Workshops on September 17<sup>th</sup>, October 2<sup>nd</sup>, October 3<sup>rd</sup>, and October 17, 2019 the proposed budget was presented to the Village Board and public to solicit comments and input. Following public input and Board direction, a final budget document is assembled. The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award evaluation comments are reviewed and, if possible, improvements are incorporated into the final document.

The final budget was placed on file for public review on November 8, 2019, and a Budget Law Public Hearing was conducted on November 21, 2019. The document was presented to the President and Board of Trustees for adoption prior to the beginning of the fiscal year on December 05, 2019.

The budget may be amended after its adoption. The Village Manager is authorized to revise the budget within any separate fund as may be required. The Village Board, by a vote of two-thirds of the members then holding office, has the authority to amend the budget by transferring monies from one fund to another or adding to any fund. No revision of the annual budget shall be made increasing the budget in the event monies are not available to do so. (Village of Hanover Park Municipal Code section 24-6).

The document herein is the product of this budgetary process. The budget establishes revenues and expenditures for the period from January 1, 2020 through December 31, 2020.

# FISCAL YEAR 2020 BUDGET CALENDAR

2019

## JUNE

- 11 Distribute Budget Instruction Manual
- 12 Budget Kick-Off Meeting

## JULY

- 15 All specific budget assigned areas, i.e. salaries, insurance, utility costs, etc. are to be available to Department Heads. Departments develop "final" budgets.
- 18 Fiscal Year 2020 Budget Elected Official & Public Input at 7:00 p.m.
- 26 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.

## AUGUST

- 13-30 Budget Team review with Department Heads

## SEPTEMBER

- 17 Present preliminary FY '20 Capital Budget to Village President and Board of Trustees at Board Workshop I

## OCTOBER

- 2 FY '20 Budget Retreat - Village President and Board of Trustees at Board Workshop II
- 3 FY '20 Budget to Village President and Board of Trustees at Board Workshop III
- 17 FY '20 Budget to Village President and Board of Trustees at Board Workshop IV
- 17 Draft 2019 Property Tax Levy and draft FY'20 budget for Village Board review

## NOVEMBER

- 8 Put FY'20 Budget on file for public review (10 days before Budget Law Hearing)
- 21 7:00 p.m. Budget Law Public Hearing on FY'20 Budget

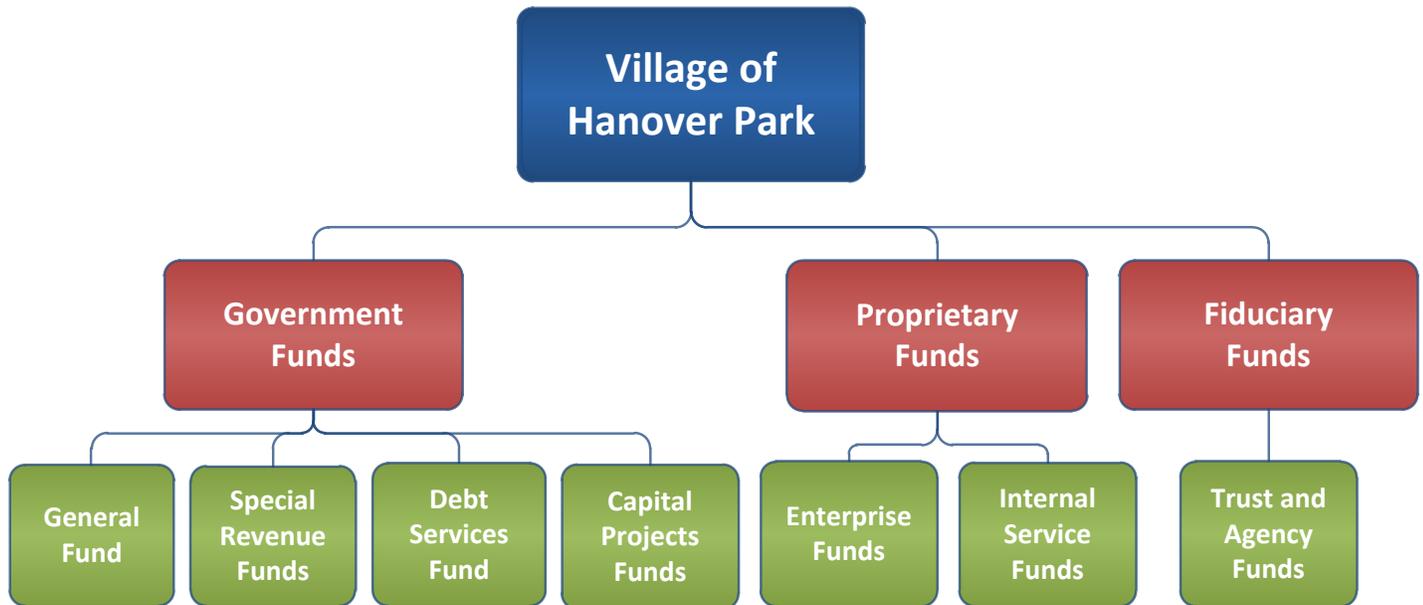
## DECEMBER

- 5 7:00 p.m. Board Meeting - Pass Budget Ordinance adopting FY'20 Budget

## JANUARY

- 1 Start of Fiscal Year 2020

# FUND STRUCTURE AND DESCRIPTION OF FUNDS



**Governmental Fund** – focus is on determination of the financial position and changes in the financial position (sources, uses, and fund balances).

**Proprietary Fund** – focus is on business-type activities that recover the full cost of providing services through fees and charges.

The following major funds are budgeted:

Governmental Funds

General Fund, Motor Fuel Tax, Tax Increment Financing #3

Proprietary Fund

Waterworks and Sewerage Fund

All other budgeted funds are non-major funds. All budgeted funds are included in the Village’s Comprehensive Annual Financial Report (CAFR). A description of all of the Village’s funds are as follows:

## GOVERNMENTAL FUNDS

### General Fund

The General Fund is the main operating fund of the Village. It is used to account for all financial resources except those required to be accounted for in another fund. The Village's General Fund is divided into the following functional areas:

- Village Board/Clerk/Committees/Commissions
- Administrative Services
- Finance Department
- Public Works Department
- Fire Department
- Police Department
- Community Development Department

### Special Revenue Funds

Special Revenue Funds are used to account for the proceeds of specific revenue sources that are legally restricted to expenditures for specific purposes.

#### **Motor Fuel Tax Fund**

The Motor Fuel Tax Fund accounts for the revenues and expenditures for the operation and maintenance of street and storm sewer programs and capital projects authorized by the Illinois Department of Transportation. Financing is provided from the Village's share of State motor fuel taxes. State law requires that these taxes be used to maintain streets.

#### **Road and Bridge Fund**

The Road and Bridge Fund accounts for the revenues and expenditures for the operation and maintenance of Village roads and bridges. Financing is provided by Township annual property tax levy.

#### **Special Service Area #3 Fund**

The Special Service Area #3 Fund accounts for financing of public improvements, scavenger and snow removal services for multifamily housing units located on Astor Avenue. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.

#### **Special Service Area #4 Fund**

The Special Service Area #4 Fund accounts for financing of public improvements, scavenger and snow removal services for multifamily housing units located on Mark Thomas and Leslie Lanes. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.

#### **Special Service Area #5 Fund**

The Special Service Area #5 Fund accounts for the financing of public improvements, and scavenger and snow removal services, for the Tangle-wood multifamily housing units. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.

**(Metropolitan Water Reclamation District) MWRD Fields Fund**

The MWRD Fields Fund accounts for the revenues and expenditures for the maintenance of the MWRD Fields that were acquired in a 39-year lease agreement with the district. Financing is provided from the Village's share of gaming tax revenue and the annual sale of gaming terminal licenses.

**State Restricted Fund**

The State Restricted Fund accounts for the revenues and expenditures associated with police activities that require the funds generated by those activities to be accounted for in a special revenue fund that can only be spent on approved items directly related to police enforcement activities. Examples of activities that require this type of segregation are Court Supervision fees; DUI seizure fees; Drug Seizure fees.

**Federal Restricted Fund**

The Federal Restricted Fund accounts for the revenues and expenditures associated with police activities that require the funds generated by those activities to be accounted for in a special revenue fund that can only be spent on approved items directly related to police enforcement activities. Examples of activities that require this type of segregation currently are Drug Seizure fees associated with the department cooperating in enforcement activities with federal law enforcement agencies.

**Foreign Fire Insurance Tax Fund**

The Foreign Fire Insurance Tax Fund accounts for the revenues and expenditures restricted for the fire department purposes. Financing provided by foreign fire insurance tax proceeds.

**Tax Increment Finance Area #3 Fund**

The Tax Increment Finance (TIF) District #3 Fund accounts for the financing of improvements in the Village Center Tax Increment Financing Redevelopment Project Area located at Barrington Road and Lake Street. TIF District #3 was created in 2001 and will expire in 2024. On September 5, 2019 the board approved the extension of TIF# 3 by twelve years beyond its original termination date of 2024. Now, TIF #3 will expire in 2036. Revenues include incremental property taxes from the TIF #3 District.

**Tax Increment Finance District #4 Fund**

The Tax Increment Finance (TIF) District #4 Fund accounts for the financing of improvements in the TIF redevelopment district located at Barrington and Irving Park Roads. TIF District #4 was created in 2005 and will expire in 2028. Initial funding was provided by an advance from the General Fund. Revenues include incremental property taxes from the TIF #4 District.

**Tax Increment Finance Area #5 Fund**

The Tax Increment Finance (TIF) District #5 Fund accounts for the financing of improvements in the Irving Park Road west of Wise Road Tax Increment Financing Redevelopment Project Area. TIF District #5 was created in 2013 and will expire in 2036. Initial funding was provided by an advance from the General Fund. Revenues include incremental property taxes from the TIF #5 District.

### Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources, and the payment of, general long-term debt principal, interest, and related costs.

#### **General Obligation Bonds Series of 2011**

The General Obligation Bond Series of 2011 Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the General Obligation Bond Series of 2004 and 2011. Financing is provided by property tax revenues. Proceeds of the 2004 debt were used for the construction of a new fire station and other capital improvements. Proceeds of the 2011 debt were used to refund the 2004 debt. Scheduled to be paid off 12/01/2024.

#### **General Obligation Bonds Series of 2010**

The General Obligation Bond Series of 2010 Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the General Obligation Bond Series of 2010. Financing is provided by property tax revenues. Proceeds of the debt were used for the construction of a new police station. Scheduled to be paid off 12/01/2029.

#### **General Obligation Bonds Series of 2010A**

The General Obligation Bond Series of 2010A Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the General Obligation Bond Series of 2010. Financing is provided by property tax revenues. Proceeds of the debt were used for the construction of a new police station. Scheduled to be paid off 12/02/2030.

### Capital Projects Funds

Capital Projects Funds are used to account for financial resources to be used for the acquisition or construction of major capital facilities or projects (other than those financed by the Enterprise funds).

#### **Special Service Area #6 Fund**

The Special Service Area #6 Fund accounts for the financing of public improvements and eventually scavenger services, for the Hanover Square multifamily housing units. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.

#### **General Capital Projects Fund**

The General Capital Projects Fund accounts for the improvement of the Village's infrastructure. Financing is provided by transfers from other Village funds (General and Water/Sewer).

## PROPRIETARY FUNDS

### Enterprise Funds

Enterprise Funds are used to account for the financing of self-supporting activities of governmental units that render services on a user charge basis to the general public. The intent of an Enterprise Fund is to earn sufficient profit to ensure the fund's continued existence without reliance on general tax revenues.

#### **Water and Sewer Fund**

The Water and Sewer Fund accounts for the provision of water and sewer services to the residents of the Village of Hanover Park. All activities necessary to provide such services are accounted for in this fund including, but not limited to, administration, operations, maintenance, billing and collection. The fund includes the following divisions:

- Administration
- Water Treatment
- Water Maintenance
- Water Meter Operations
- Sewage Treatment
- Sewer Maintenance
- Depreciation and Debt Service

#### **Municipal Commuter Parking Lot Fund**

The Municipal Commuter Parking Lot Fund accounts for the provision of parking services at the commuter train station located in the Village of Hanover Park. All activities necessary to provide such services are accounted for in this fund including, but not limited to, operations, maintenance and collections.

### Internal Service Funds

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments on a cost reimbursement basis.

#### **Central Equipment Fund**

The Central Equipment Fund used to account for the replacement of large, expensive and longer lasting equipment of the Village. This fund primarily accounts for replacement equipment and vehicles for police, fire, public works and other Village departments. Annualized funding helps alleviate the unpredictability of high-cost items affecting future year's budget. Financing is provided through transfers from the General and Water and Sewer Funds. This fund is reported in the Governmental Activities column in the Village's Government-Wide Financial Statements.

**I.T. Equipment Replacement Fund**

The I.T. Equipment Replacement Fund was a newly created fund in the 2015 budget and provides computer equipment throughout the Village. The fund is used to maintain and upgrade the Village's information networks. Financing will be provided through transfers from the General and Water and Sewer Funds. This fund will be reported in the Governmental Activities column in the Village's Government-Wide Financial Statements.

**FIDUCIARY FUNDS****Trust and Agency Funds**

Trust and Agency funds are used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. **Pension Trust Funds** – used to report resources that are required to be held in trust for the members and beneficiaries of defined contribution plans. **Agency Funds** – used to report resources held by the reporting government in a purely custodial capacity (assets equal liabilities). Agency funds typically involve only the receipt, temporary investment, and remittance of fiduciary resources to individual, private organization, or other governments.

**Police Pension Fund**

The Police Pension Fund accounts for the accumulation of resources to pay pension costs. Resources are contributed by sworn police members at a fixed rate of 9.91% as mandated by the state statute and by the Village as determined by an independent actuary.

**Firefighters Pension Fund**

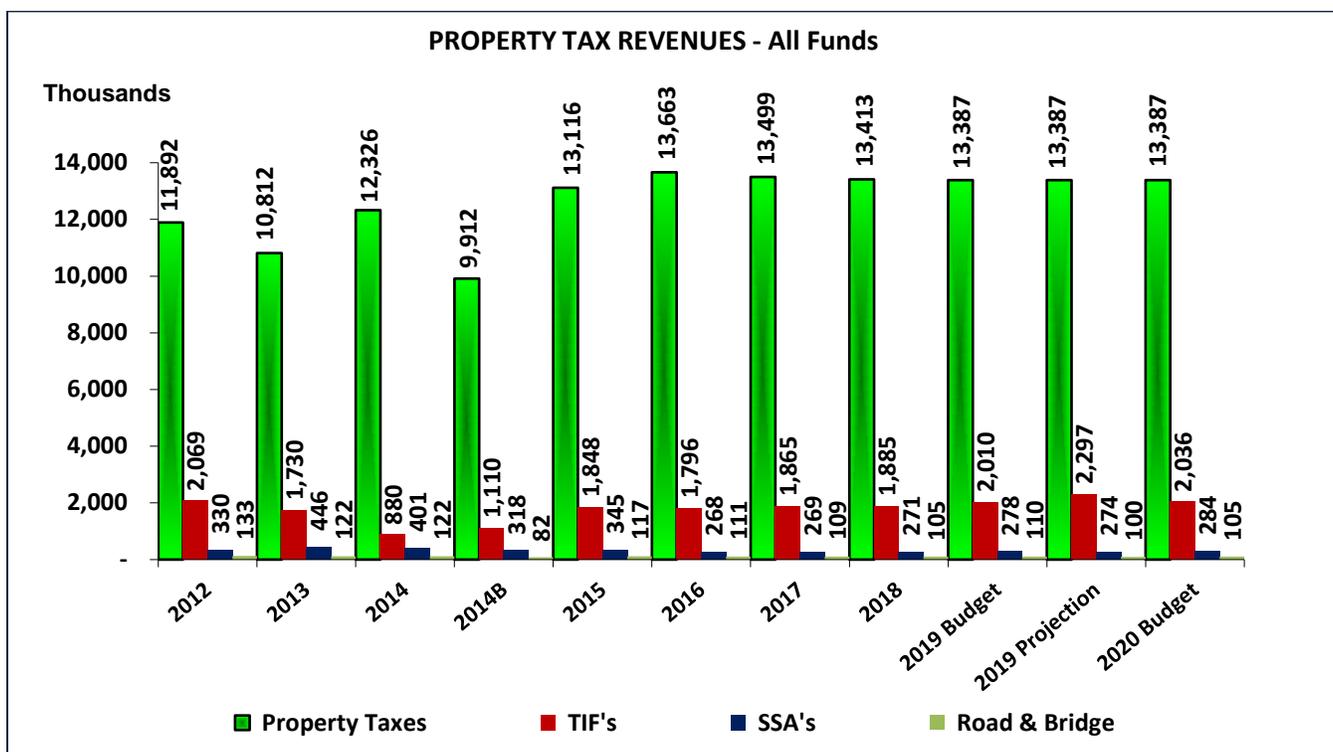
The Firefighters Pension Fund accounts for the accumulation of resources to pay pension costs. Resources are contributed by sworn firefighters' members at a fixed rate of 9.455% as mandated by the state statute and by the Village as determined by an independent actuary.

## REVENUE TRENDS AND PROJECTIONS

### Property Taxes

The Village of Hanover Park is located within two counties; DuPage and Cook. Property taxes are assessed on all properties within the Village at one-third the market value. Assessed valuations are determined by the townships and the counties and then an equalization factor is applied by the State Department of Revenue. The Village levies the dollars it requires from property taxes and the County Clerks determine the property tax rate necessary to produce the amount that the Village levies. Property taxes are the Village’s single largest source of revenue. Property taxes including tax revenues for special service areas and tax increment districts account for 22.51% of total revenues for the Village. For General Fund, property taxes account for 31.70% of the total revenue. The Village Board goal is to reduce the reliance on property tax to 30.00% or lower.

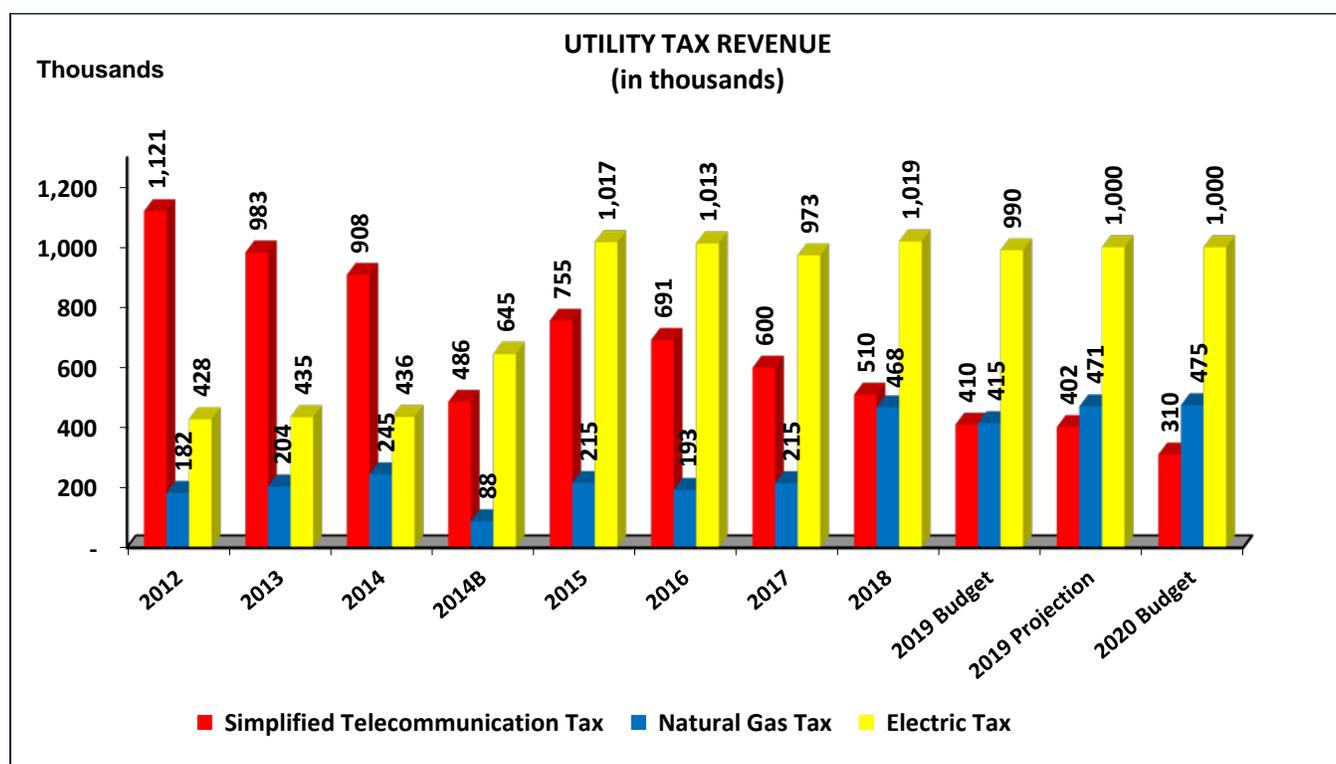
The Village Board has attempted to limit property tax increases with an emphasis on trying to reduce the impact on the average taxpayer. Attempts are continually made to find other sources of revenue to fund Village operations before property taxes are raised. The FY2020 proposed budget does not include a property tax increase (Corporate and Debt Service, this will be the fourth year of no property tax levy increase). Various user fees and local taxes were increased to reduce the Village’s reliance on property taxes.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Property Tax	11,891,893	10,811,751	12,326,117	9,912,477	13,116,493	13,662,791	13,498,513	13,412,960	13,386,715	13,386,715	13,386,714
TIF's	2,069,179	1,730,410	880,489	1,110,324	1,848,280	1,795,691	1,864,633	1,884,626	2,009,646	2,296,500	2,036,050
SSA's	329,643	445,957	400,809	318,094	345,315	267,858	269,479	270,675	277,545	274,445	283,618
Road & Bridge	133,464	122,058	122,016	82,417	116,544	111,415	108,713	105,037	110,000	100,000	105,000
<b>TOTAL</b>	<b>14,424,179</b>	<b>13,110,176</b>	<b>13,729,431</b>	<b>11,423,312</b>	<b>15,426,632</b>	<b>15,837,755</b>	<b>15,741,338</b>	<b>15,673,297</b>	<b>15,783,906</b>	<b>16,057,660</b>	<b>15,811,382</b>

## EXHIBIT F

The Village has attempted to increase the assessed value within the Village. The increase from FY2012 was due to the 2010 and 2010A General Obligation Bonds being issued and refinancing of the 2004 General Obligation Bonds. These bonds are to be financed by property tax revenues. The decrease in TIF's from FY2013 was due to retirement of Tax Increment Financing #2 – Barrington/Irving Park (TIF#2). The FY2019 budget of \$15,783,906 is an increase of \$273,754 or 1.73% from the FY2019 projection due to Tax Increment Financing #3 (TIF's) (past due) payment for 2017 tax levy received in 2019. In FY2020, total property tax revenues are projected to increase by \$27,476 or 0.17% compared to FY 2019 budget due to Tax Increment Financing (TIF's) and Special Service Area (SSA's). The proposed FY2020 property tax (2019 tax levy) for Corporate and Debt Service is zero percent (0.0%) increase. This is the fourth year that the Village has not increased property taxes. Compared to FY2019 budget, the Tax Increment Financing (TIF's) increased by \$26,404 or 1.31%. This is due to a slight increase in EAV increment. The Road and Bridge budget decreased by \$5,000 or 4.33% and the Special Services Area (SSA's) increased by \$6,073 or 2.19% due to yearly increase of trash and snow services. Additional information and graphs regarding property taxes and assessed values are contained in Exhibits G and H later in this section.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Telecomm	1,120,588	982,864	908,052	486,368	754,969	690,765	600,186	509,962	410,000	402,000	310,000
Natural Gas Tax	182,461	203,930	244,507	88,079	215,496	192,588	214,965	467,930	415,000	471,000	475,000
Electric Tax	427,941	435,060	435,611	645,153	1,017,092	1,012,647	973,072	1,019,292	990,000	1,000,000	1,000,000
<b>TOTAL</b>	<b>1,730,990</b>	<b>1,621,854</b>	<b>1,588,170</b>	<b>1,219,600</b>	<b>1,987,557</b>	<b>1,896,000</b>	<b>1,788,223</b>	<b>1,997,184</b>	<b>1,815,000</b>	<b>1,873,000</b>	<b>1,785,000</b>

**Utility Taxes – Telecommunication Tax**

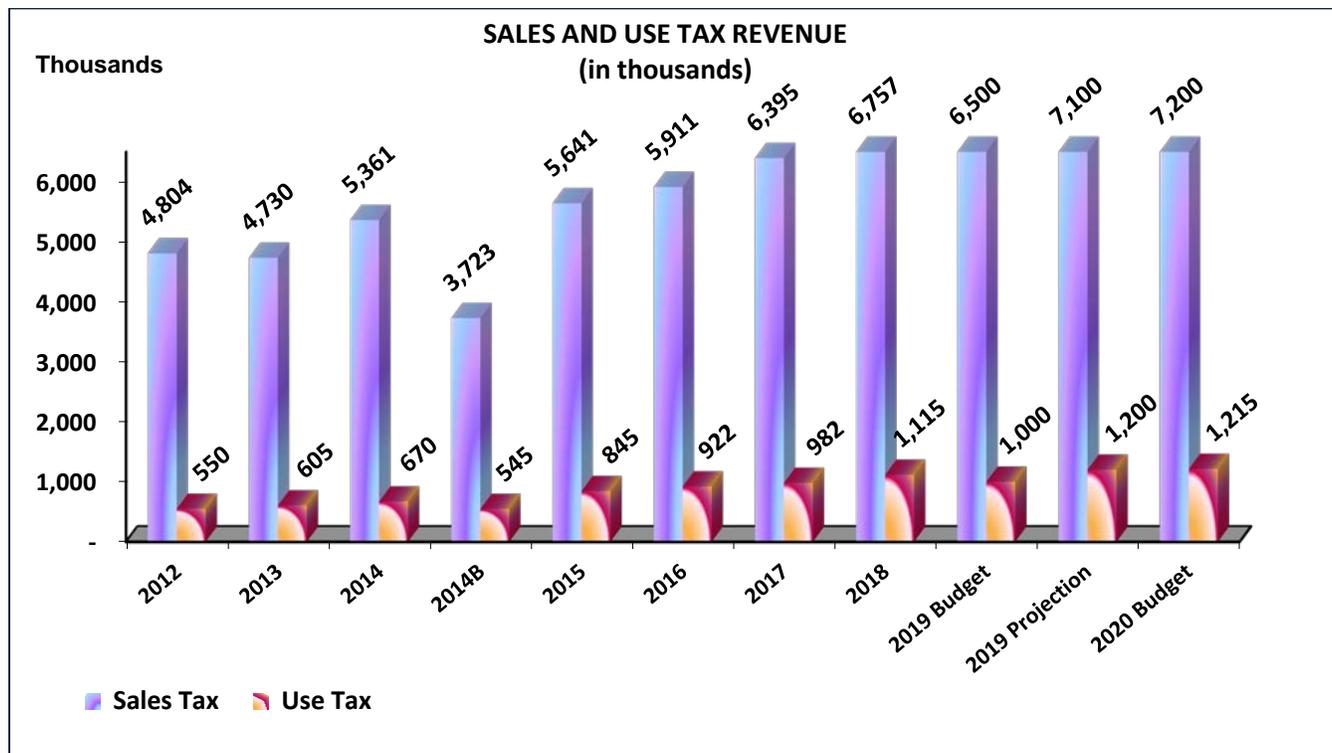
Through the Simplified Municipal Telecommunications Tax, Hanover Park imposed a 6.0% tax on telecommunication services. This tax is collected and distributed by the State and is imposed on voice lines, cellular phones and any other telecommunication devices. The FY2019 budget of \$410,000 is a decrease of \$8,000 or 1.95% from the FY2019 projection due to consumers opting for new technologies. In FY2020, revenue is projected to decrease by \$100,000 or 24.39% compared to FY 2019 budget. This downward trend in telecommunications tax receipts can be attributed to: 1) more customers cancelling their landlines; 2) only calls and texts are taxable as data packages are not subject to the tax; and 3) trends in cell phone packages switched from unlimited data and a fee per call or text to include unlimited talk (including free long distance) and text packages.

**Utility Taxes – Natural Gas Tax**

The Village Board adopted the Gas Use Tax on April 25, 2002 and collections began on June 1, 2002. On November 16, 2017, the Village Board amended the code to increase the rate per therm from \$0.015 cents to \$0.03 cents per therm that went into effect January 1, 2018. Natural Gas Tax is a fee charged to residents and businesses for the purchase of natural gas. It is calculated on the total amount of therms transported through the Nicor distribution system. Revenue received from this tax is generated based on actual usage and largely depends on fluctuations on high/low weather patterns. The FY2019 budget of \$415,000 is an increase of \$56,000 or 13.49% from the FY2019 projection due to colder than normal temperature. In FY2020, revenue is projected to increase by \$60,000 or 14.46% compared to FY 2019 budget due to a prediction of having a very cold winter.

**Utility Taxes – Electric Tax**

The Village tax on electricity is based upon established rates per kilowatt-hours used or consumed in a month. Revenue received from these taxes is generated based on actual usage and largely depends on fluctuations in temperature and population. The FY2019 budget of \$990,000 is an increase of \$10,000 or 1.01% from the FY2019 projection due to mild summer temperature. In FY2020, revenue is projected to increase by \$10,000 or 1.01% compared to FY 2019 budget due to a prediction of having another mild summer.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Sales Tax	4,803,807	4,729,737	5,361,445	3,723,114	5,641,105	5,911,386	6,395,188	6,757,407	6,500,000	7,100,000	7,200,000
Use Tax	550,219	605,067	669,932	545,220	844,592	922,304	982,230	1,115,475	1,000,000	1,200,000	1,215,000
TOTAL	5,354,026	5,334,804	6,031,377	4,268,334	6,485,697	6,833,690	7,377,418	7,872,882	7,500,000	8,300,000	8,415,000

**General Sales Tax**

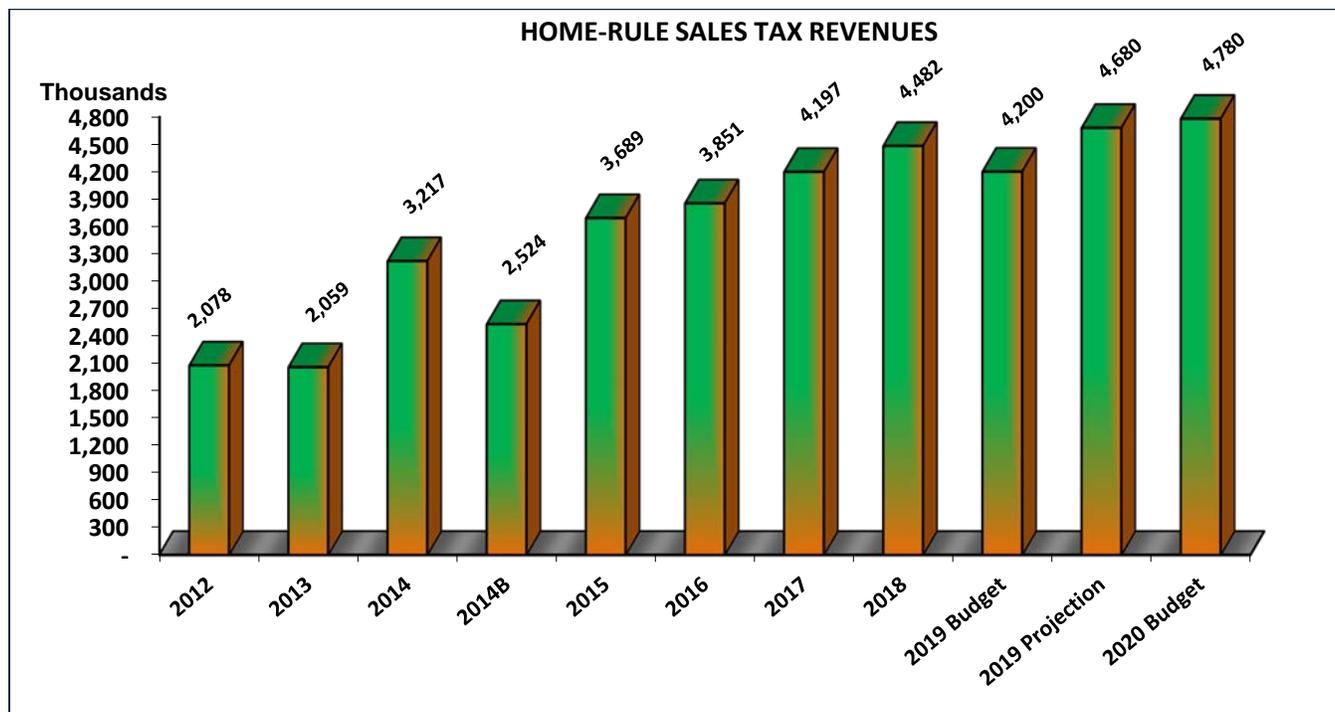
The current general merchandise sales tax rate in Hanover Park (**Cook County**) is 9.75%. This is a combination of rates for the State of Illinois (6.25%), the Cook County Home Rule (1.75%), the Regional Transportation Authority (1.00%) and the Hanover Park Home Rule (0.75%).

Sales tax rate in Hanover Park (**DuPage County**) is 7.75%. This is a combination of rates for the State of Illinois (6.25%), the Regional Transportation Authority (0.75%) and the Hanover Park Home Rule (0.75%). The State Rate is further divided with 5.25% going to the State and the other 1.00% being distributed to the Village.

It is this 1.00% that represents General Sales Tax. The local and state economy drives this revenue. The FY2019 budget of \$6,500,000 is an increase of \$600,000 or 9.23% from the FY2019 projection due to one company who is a major contributor to the sales tax revenue. In FY2020, revenue is projected to increase by \$700,000 or 10.77% compared to FY 2019 budget due to this one company. The increase of this revenue stream is impacted by steady growth of the economy.

**State Use Tax**

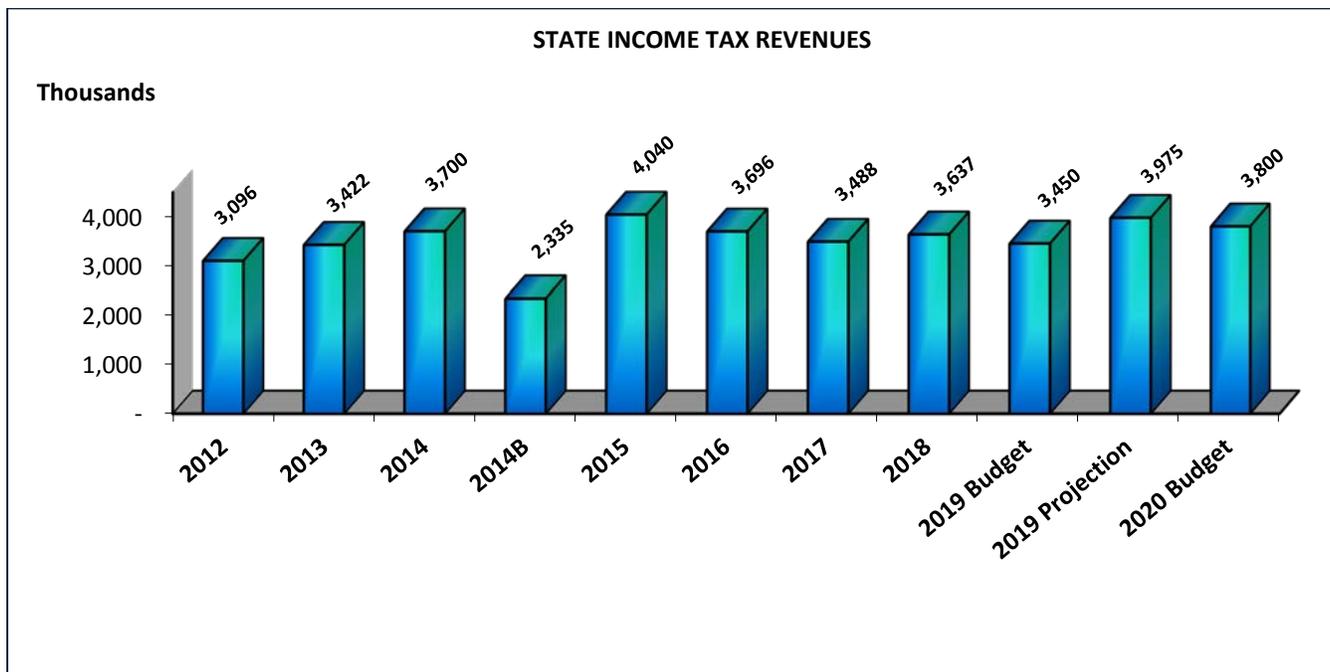
A sales tax that you as the purchaser owe on the items that you buy for use in Illinois. If the seller does not collect at least 6.25 percent (6.25%) sales tax, you must pay the difference to the Illinois Department of Revenue. The most common purchases on which the seller does not collect Illinois Use Tax are those made via the internet from a mail order catalog or purchases made when traveling outside Illinois. The Village receives a portion of the total State Use Tax receipts on a per-capita basis. The FY2019 budget of \$1,000,000 is an increase of \$200,000 or 20.00% from the FY2019 projection due to strong growth in online sales. In FY2020, revenue is projected to increase by \$215,000 or 21.50% compared to FY 2019 budget due to revenue data trend and the steady growth of the economy. The FY2020 is based on \$32.00 per capita (population 37,973) compared to Illinois municipal League (IML) of \$32.75.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Home Rule	2,078,288	2,059,366	3,217,418	2,524,471	3,689,384	3,851,280	4,197,024	4,481,756	4,200,000	4,680,000	4,780,000
TOTAL	2,078,288	2,059,366	3,217,418	2,524,471	3,689,384	3,851,280	4,197,024	4,481,756	4,200,000	4,680,000	4,780,000

**Home-Rule Sales Tax Revenues**

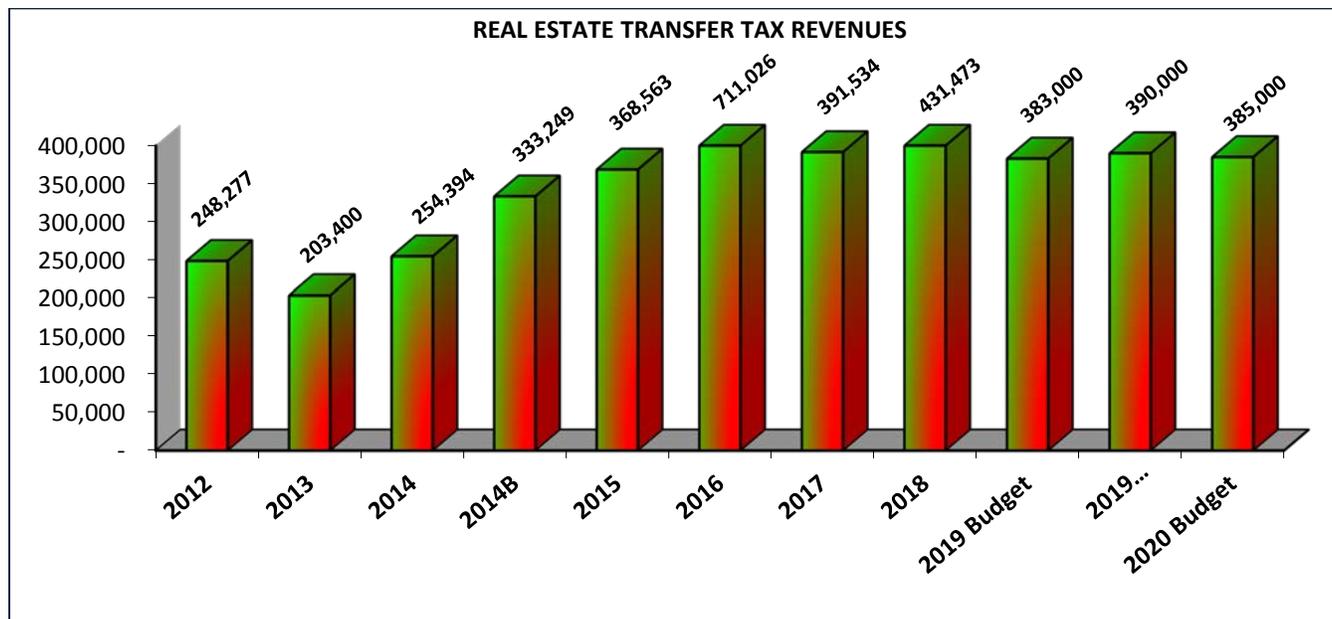
The Village implemented a Home Rule Sales Tax in 1994 at a rate of 0.50%. In March 2013 the Village Board approved a 0.25% increase in the Home Rule Sales Tax rate, bringing the new rate to 0.75% effective July 2013. Home Rule Sales Tax does not apply to the sale of vehicles, qualifying food and drugs and registered/titled property purchases (i.e. vehicles). It is often less than the local share of the retailer’s occupation tax (i.e. General Sales Tax). The FY2019 budget of \$4,200,000 is an increase of \$480,000 or 11.43% from the FY2019 projection due to one company who is a major contributor to the home rule sales tax revenue. In FY2020, revenue is projected to increase by \$580,000 or 13.81% compared to FY 2019 budget due to the one company who is a large contributor of home rule sales tax to the Village. The FY2020 budget should be \$70,750 more if not for the 1.5% Administrative Fee imposed by the State of Illinois. The State of Illinois imposing a 2.00% Administrative Fee on Home Rule Sales Tax collections effective July 1, 2017 with the adoption of their budget. The State amended the Administrative Fee to 1.5% effective July 1, 2018 with the adoption of their budget.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Income Tax	3,096,265	3,422,147	3,700,323	2,335,241	4,040,449	3,696,445	3,487,788	3,636,525	3,450,000	3,975,000	3,800,000
<b>TOTAL</b>	3,096,265	3,422,147	3,700,323	2,335,241	4,040,449	3,696,445	3,487,788	3,636,525	3,450,000	3,975,000	3,800,000

**State Income Tax Revenues**

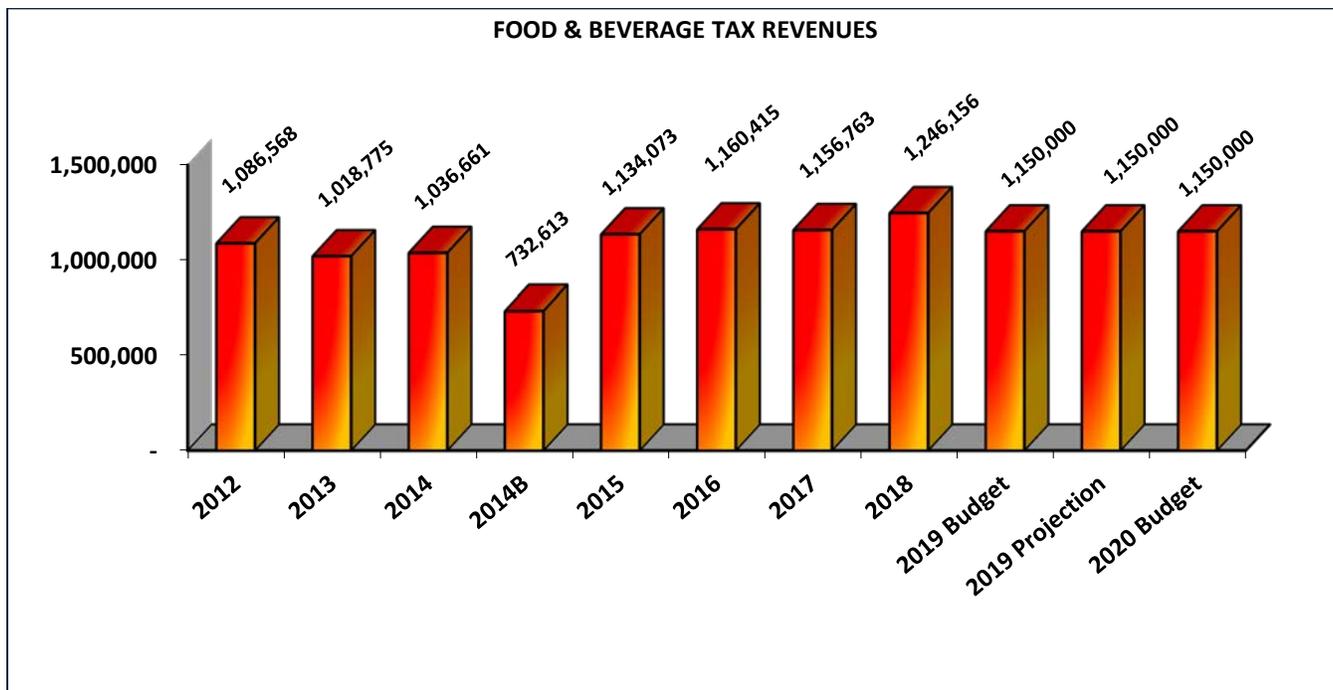
The Village receives a portion of the total State Income Tax receipts on a per-capita basis. FY2012 receipts of \$3,096,265. A sign of stabilization began to show with an increase of \$325,882 or 10.53% in FY2013. In FY2014 there’s an increase of \$278,176 or 8.13%. The FY2014B actual amount of \$2,335,241 is due to the Village switching from Fiscal Year to Calendar Year that took effect on May 1, 2014, reflecting 8 months of revenue collected in FY2014B. In FY2015, receipts increased by 73.02% (compare to FY2014B – eight (8) months of revenue) as many private businesses failed to adjust their tax rate for their employees when the State of Illinois income tax rate dropped from 5% to 3.75% on January 1, 2015. FY2016 actual revenues decreased by \$344,044 or 8.51% and in FY2017 there is a decrease of \$208,657 or 5.64%. A portion of the FY2017 decline is due to the State of Illinois one-time 10% reduction in local income tax distributions that took effect on July 1, 2017. The FY2018 increase of \$148,737 or 4.26% from FY2017 is due the State of Illinois once again reducing the Income Tax revenue by 5% that took effective July 1, 2018. The FY2019 budget of \$3,450,000 is an increase of \$525,000 or 15.22% from the FY2019 projection due to exceptionally high final payment from 2018 individual and corporate income tax returns filed in spring 2019 (IML magazine September 2019 issue). In FY2020, revenue is projected to increase by \$350,000 or 10.14% compared to FY 2019 budget due to revenue data trend and the steady growth of the economy. The FY2020 is based on \$100.07 per capita (population 37,973) compared to Illinois municipal League (IML) of \$106.30.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Real Estate Tax	248,277	203,400	254,394	333,249	368,563	711,026	391,534	431,473	383,000	390,000	385,000
TOTAL	248,277	203,400	254,394	333,249	368,563	711,026	391,534	431,473	383,000	390,000	385,000

**Real Estate Transfer Tax**

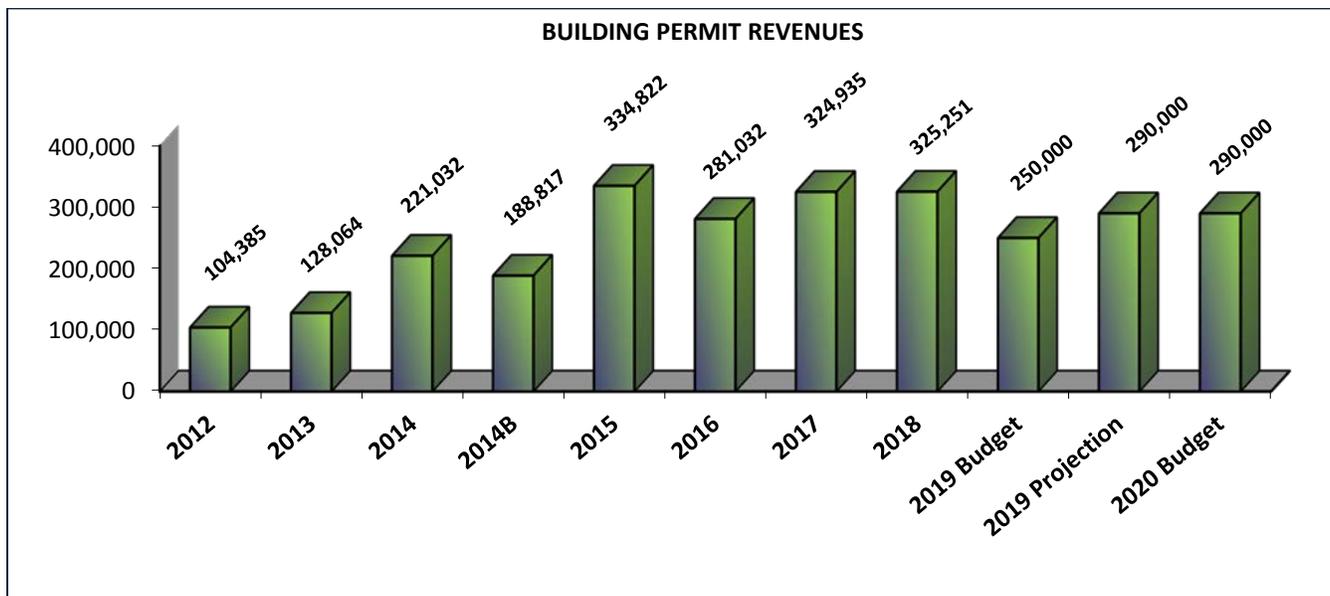
The Village’s real estate transfer tax is \$1.50 per \$500 of sales price. This tax was instituted in FY1997 to pay for approximately 50% of the annual debt service of the 1996 General Obligation Bond Issue. This bond issue was refunded by the 2002 General Obligation Refunding Bonds. The tax was intended to fund the majority of the 2002 debt payments through FY2012. Once the Bonds were paid, all real estate transfer tax revenues began flowing to the General fund. In FY2014, the Village reviewed the tax and decided not to increase it. A benefit of this tax is that the Village can collect unpaid accounts receivable balances for water and sewer services and parking tickets prior to issuance of a transfer stamp. All outstanding amounts must be paid in full before the real estate transfer tax stamp can be issued. This revenue is linked directly to housing sales. In FY2014B, there was a big jump in revenues in the amount of \$78,855 or 31.00% compared to FY2014. The increase was due to the issuance of transfer stamp for two (2) commercial properties. Another jump occurred in FY2016 of \$342,463 or 92.92% compared to FY2015 due to transfer of ownership of four (4) commercial building. FY2018 increase of \$39,939 or 10.20% compared to FY2017 due to two (2) commercial building. The FY2019 budget projection of an increase of \$7,000 or 1.83% from the FY2019 budget is due to transfer of ownership of Westview shopping center at 7460-7660 Barrington Road. In FY2020, revenue is projected to increase by \$2,000 or 0.52% compared to FY 2019 budget due to revenue data trend and the steady growth of the economy. Any major changes in the economy as well as mortgage interest rates can have a substantial impact on home sales and the real estate transfer taxes received by the Village.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
F&B Tax	1,086,568	1,018,775	1,036,661	732,613	1,134,073	1,160,415	1,156,763	1,246,156	1,150,000	1,150,000	1,150,000
TOTAL	1,086,568	1,018,775	1,036,661	732,613	1,134,073	1,160,415	1,156,763	1,246,156	1,150,000	1,150,000	1,150,000

**Food and Beverage Tax Revenues**

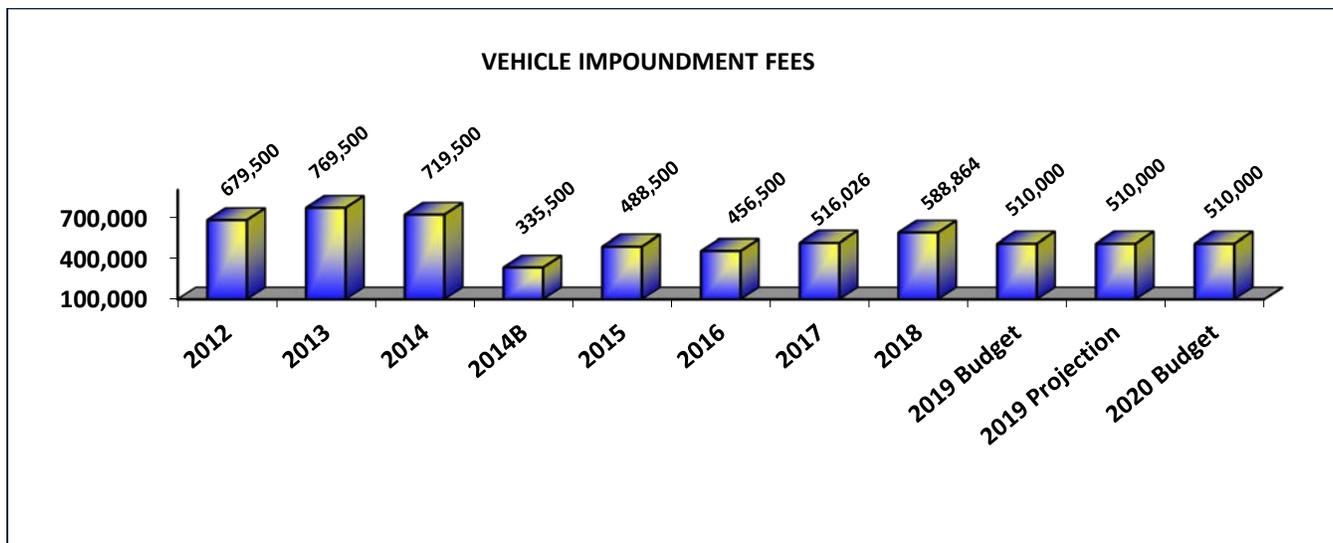
This is a 3% tax on the sale of retail food and alcoholic beverages prepared for immediate consumption. This tax is remitted to the Village on a monthly basis and directly deposited into the General Fund. The Village imposed a three percent (3.00%) tax on prepared food and beverages in 1986. With opening and closing of restaurants and stores, small fluctuations have since occurred. For the most part, this revenue has been relatively constant from FY2012 through FY2014. The FY2014B actual amount of \$732,613 is lower compared to FY2014 because the Village switched from a Fiscal Year to Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. Starting in FY2015 revenue have been constant again, fluctuations will occur depending on a success of a restaurant or fast food establishment. The FY2019 budget of \$1,150,000 is the same as the FY2020 proposed budget.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Building Permit	104,385	128,064	221,032	188,817	334,822	281,032	324,935	325,251	250,000	290,000	290,000
TOTAL	104,385	128,064	221,032	188,817	334,822	281,032	324,935	325,251	250,000	290,000	290,000

**Building Permit Revenue**

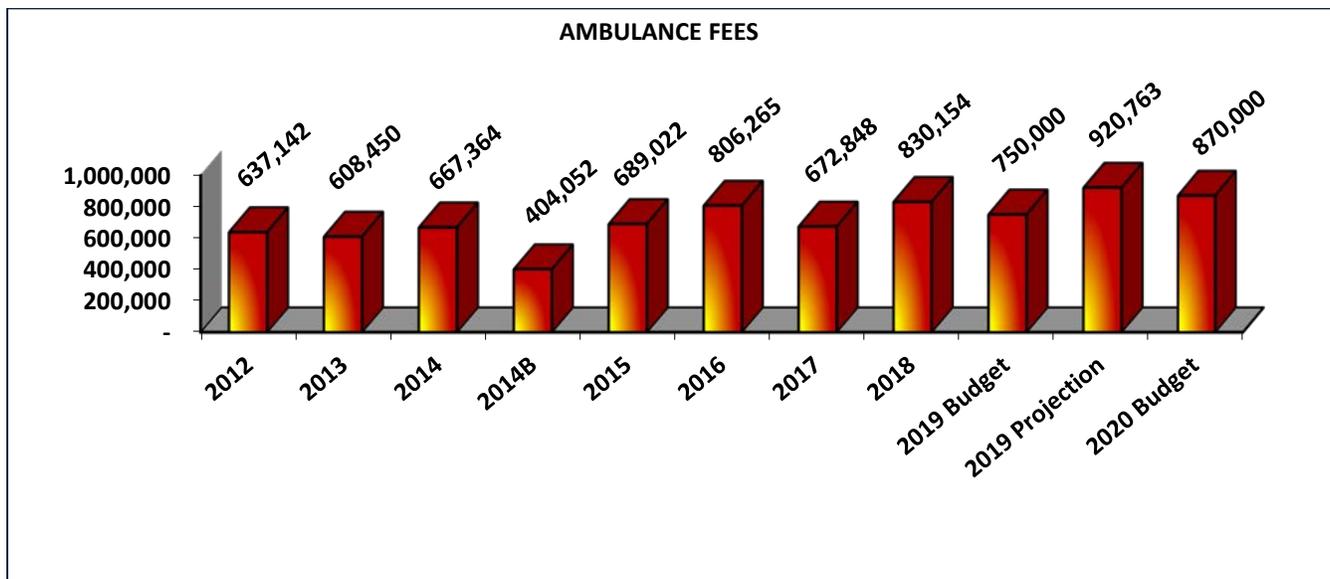
Building Permits must be purchased prior to construction. Permit fees vary depending upon the nature of the construction. Building permit revenues are directly tied to economic growth and development within the Village. FY2012, building permit revenues fluctuates through FY2014B as the economic conditions for building or renovating facilities was slow to recover. In FY2015 revenue collected was \$334,822 due to the remodeling of a commercial building located at 1200 Central Avenue, an addition to a commercial building at 4525 Turnberry Drive and the construction of Barrington Bank and Trust at 6800 Barrington Road. The FY2016 actual is lower by \$53,790 or 16.07% compared to FY2015. In FY2017 revenue collected was \$324,935 an increase of \$43,903 or 15.62% from FY2016 due to roofing construction at 6525 Muirfield Court, 6325 Muirfield Court, remodeling of McDonald’s at 7455 Barrington Rd. and building addition at 1700 Drake Court. FY2018 revenue collected was \$325,251 an increase of \$316 or 0.10% from FY2017 due to commercial building remodeling at 6525 Muirfield Ct. and new construction permit at 2000 Maple Avenue. The FY2019 projection is an increase of \$40,000 or 16.00% from the FY2019 budget due to the Verandah townhomes project being built in FY2019. In FY2020, revenue is projected to increase by \$40,000 or 16.00% compared to FY 2019 budget due to the Verandah townhomes project.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Impound Fee	679,500	769,500	719,500	335,500	488,500	456,500	516,026	588,864	510,000	510,000	510,000
TOTAL	679,500	769,500	719,500	335,500	488,500	456,500	516,026	588,864	510,000	510,000	510,000

**Vehicle Impoundment Fees**

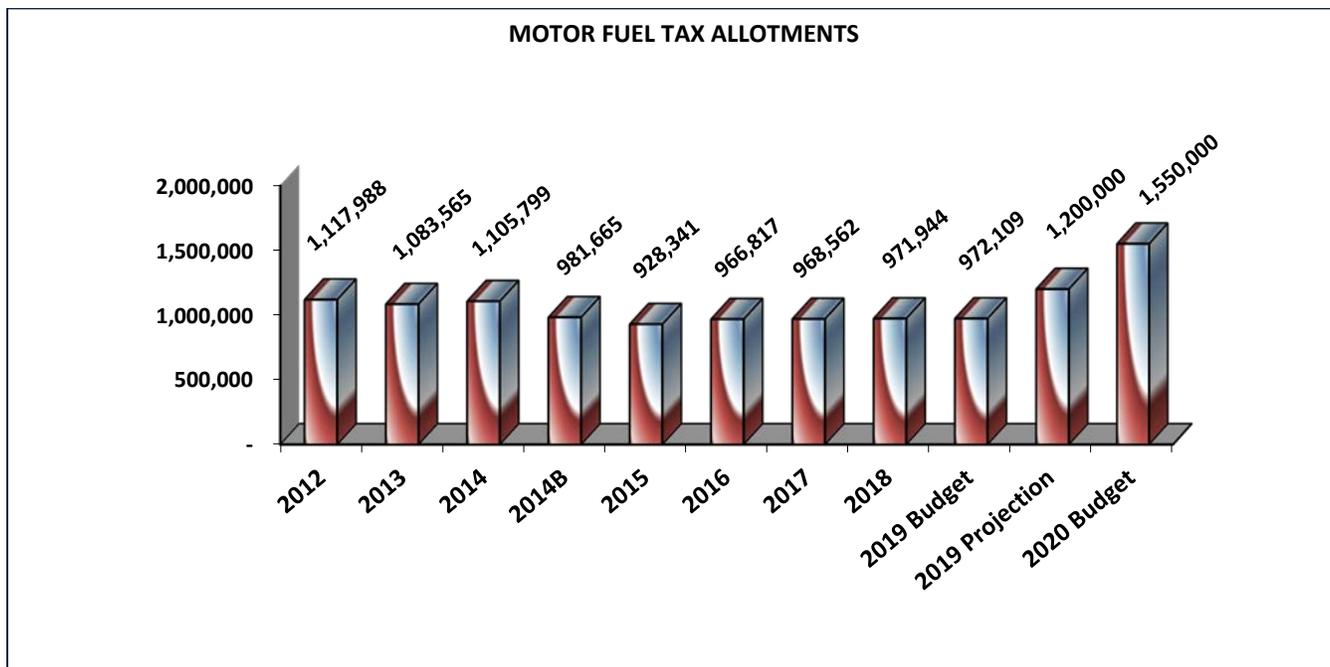
The Village instituted a \$500 vehicle impoundment fee during Fiscal Year 2004. This revenue is intended to partially offset the substantial cost of police officer time on vehicle impoundments associated with driving under the influence and suspended or revoked license enforcement. The fee was expanded during Fiscal Year 2005 to include the following additional violations: driving with no valid driver's license, drag racing, firearms offense and fleeing or attempting to elude. The fee applies when a person is arrested for any of the above violations and their vehicle is impounded. Gradual increases have occurred from FY2012 through FY2014. The FY2014B actual amount of \$335,500 is lower compared to FY2014 of \$719,500 because the Village switched from Fiscal Year to Calendar Year Effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. FY2016 actual is lower by \$32,000 or 6.55% compared to FY2015 due to fewer traffic violations and criminal offenses that year. FY2017 actual is higher by \$59,526 or 13.04% compared to FY2016 due to Impounds being included in the local adjudication hearing process. FY2018 actual is higher by \$72,838 or 14.12% compared to FY2017. The FY2019 budget of \$510,000 is the same as the FY2019 projection and the FY2020 proposed budget. This revenue fluctuates from year to year depending on the action of motorist being aware of the Village Code and rules and regulations of the road.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Ambulance Fee	637,142	608,450	667,364	404,052	689,022	806,265	672,848	830,154	750,000	920,763	870,000
TOTAL	637,142	608,450	667,364	404,052	689,022	806,265	672,848	830,154	750,000	920,763	870,000

**Ambulance Fees**

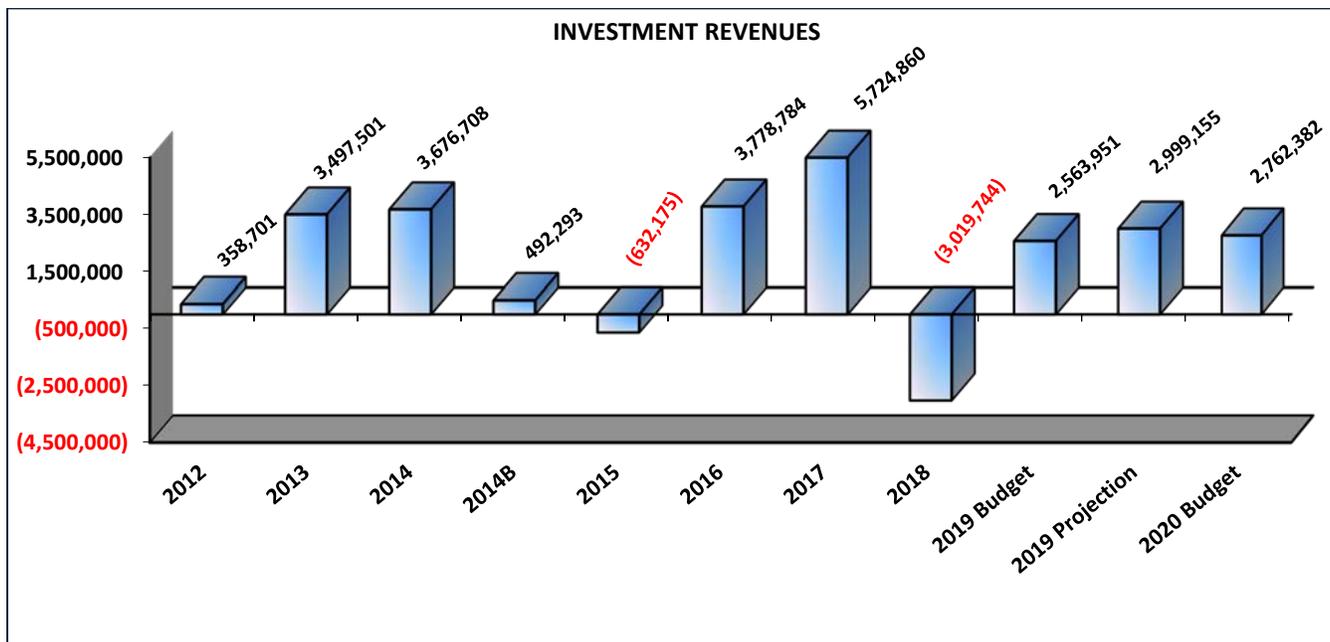
The Village charges a fee for ambulance transport to local hospitals in order to recoup a portion of the cost of providing this service. Ambulance fees are directly associated with Fire Department paramedic activities. From FY2012 through FY2014, revenues gradually increased due to an increase in volume of calls for service. Starting in Fiscal Year 2012, the Fire Department implemented non-emergency ambulance transfers through the Claremont rehabilitation center, as well as village wide. The FY2014B actual amount of \$404,052 is lower compared to FY2014 of \$667,364. This happened because the Village switched from a Fiscal Year to Calendar Year budget that took effect on May 1, 2014. It reflects 8 months of revenue collected in FY2014B. In FY2015 revenue started to increase and in FY2016 the Village passed an ordinance to increase fees for recovery for medical services effective January 1, 2016. It was increased so that it would be comparable with surrounding communities who provides the same services. In October 5, 2017 the Village board approved another rate increase based on a survey gathered by the Fire Department. The new rate is reflected in the FY2018 revenues collected in the amount of \$830,154. The FY2019 projection of \$920,763 is an increase of \$170,763 or 22.77% from the FY2019 budget. In April 18, 2019 the Village board approved another rate increase based on a survey gathered by the Fire Department. The new rate is reflected in the FY2019 projection. In FY2020, revenue is projected to increase by \$120,000 or 16.00% compared to FY2019 budget due to potential decrease in Medicare reimbursement rate of 1.00% - 2.00%.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
MFT	1,117,988	1,083,565	1,105,799	981,665	928,341	966,817	968,562	971,944	972,109	1,200,000	1,550,000
TOTAL	1,117,988	1,083,565	1,105,799	981,665	928,341	966,817	968,562	971,944	972,109	1,200,000	1,550,000

**Motor Fuel Tax**

The Illinois Motor Fuel Tax (MFT) is derived from a tax on the privilege of operating motor vehicles upon public highways and of operating recreational watercraft upon the waters of the State of Illinois. MFT is based on a consumption of motor fuel. MFT rates are 19.0 cents per gallon for regular unleaded and 7.5 cents for diesel fuel. The State of Illinois distributes 54.4% of the monies to local taxing districts based on a statutory formula. 49.10% to Municipality, 16.74% to Counties over 1M population, 18.27% to Counties under 1M population and 15.89% to Road districts/Townships. The money from this fund as directed by the State Law, can be utilized for the construction and maintenance of roads and related items. This revenue fluctuated through FY2014 due to gasoline prices. The FY2014B actual amount of \$981,665 is lower by \$124,134 or 11.23% compared to FY2014 due to the Village switched from a Fiscal Year to Calendar Year Budget Effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. Starting in FY2015 actual revenue collected drastically decreased compared to FY2014B which only accounted for 8 months of revenues due to gasoline and diesel prices. Gradual increases have occurred starting in FY2016 through FY2018. The FY2019 projection of \$1,200,000 is an increase of \$227,891 or 23.44% from the FY2019 budget due the MFT law being amended to impose a tax rate increase from 19.0 cents to 38.0 cents per gallon beginning July 1, 2019. It is important to note that although the tax rate on MFT has doubled, municipality will **NOT** receive an amount equal the double the current allotment. Municipal will receive two allotments of different amount effective September 2019. In FY2020, revenue is projected to increase by \$577,891 or 59.45% compared to FY2019 budget due to increase in tax. The revenue fluctuates from year to year depending on the consumers fuel consumption.

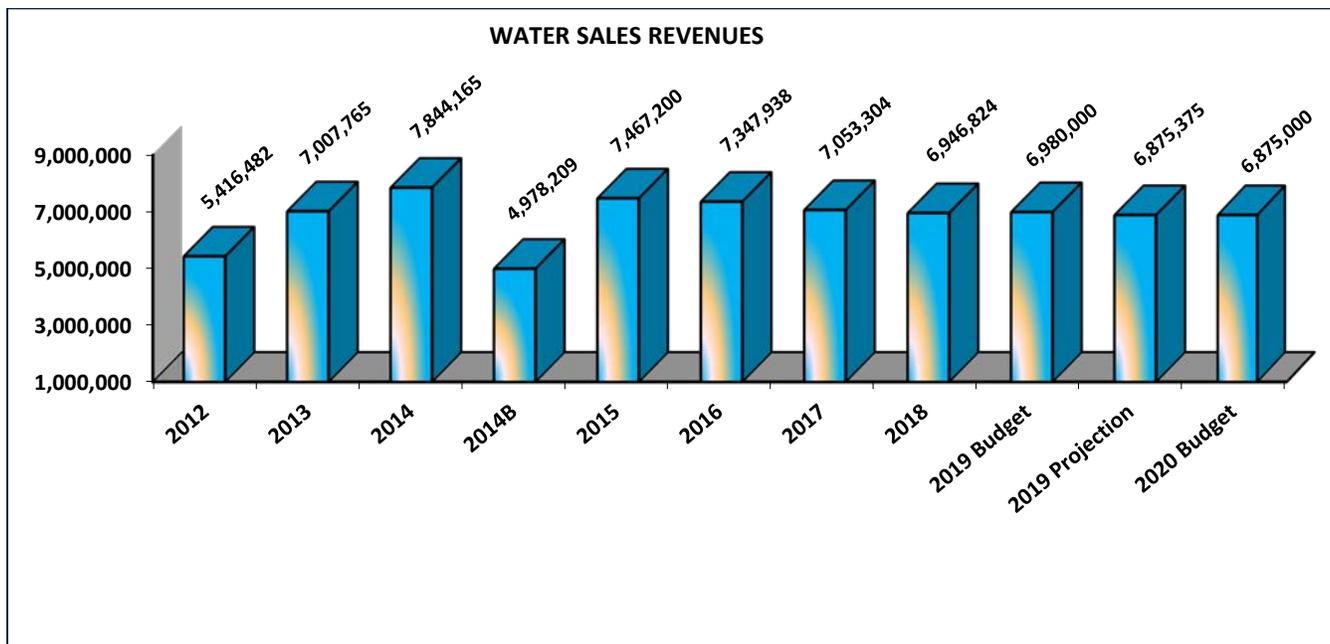


Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Investment Inc.	358,701	3,497,501	3,676,708	492,293	(632,175)	3,778,784	5,724,860	(3,019,744)	2,563,951	2,999,155	2,762,382
<b>TOTAL</b>	358,701	3,497,501	3,676,708	492,293	(632,175)	3,778,784	5,724,860	(3,019,744)	2,563,951	2,999,155	2,762,382

**Investment Revenues**

Investment revenues are an important source of funding for Village services. Investment revenues include interest and the Net Change in Fair Value of investments. This category of revenue is dependent upon invested balances, as well as current trends in interest rates nationally and the stock market. As interest rates, equity markets and the invested balances rise, revenues will rise; as they fall, the opposite will occur. Interest and investment results in the Village’s pension funds are the major contributor in this category. The State Legislature has enabled the Village’s two pension funds opportunities for investment in mutual funds and stocks.

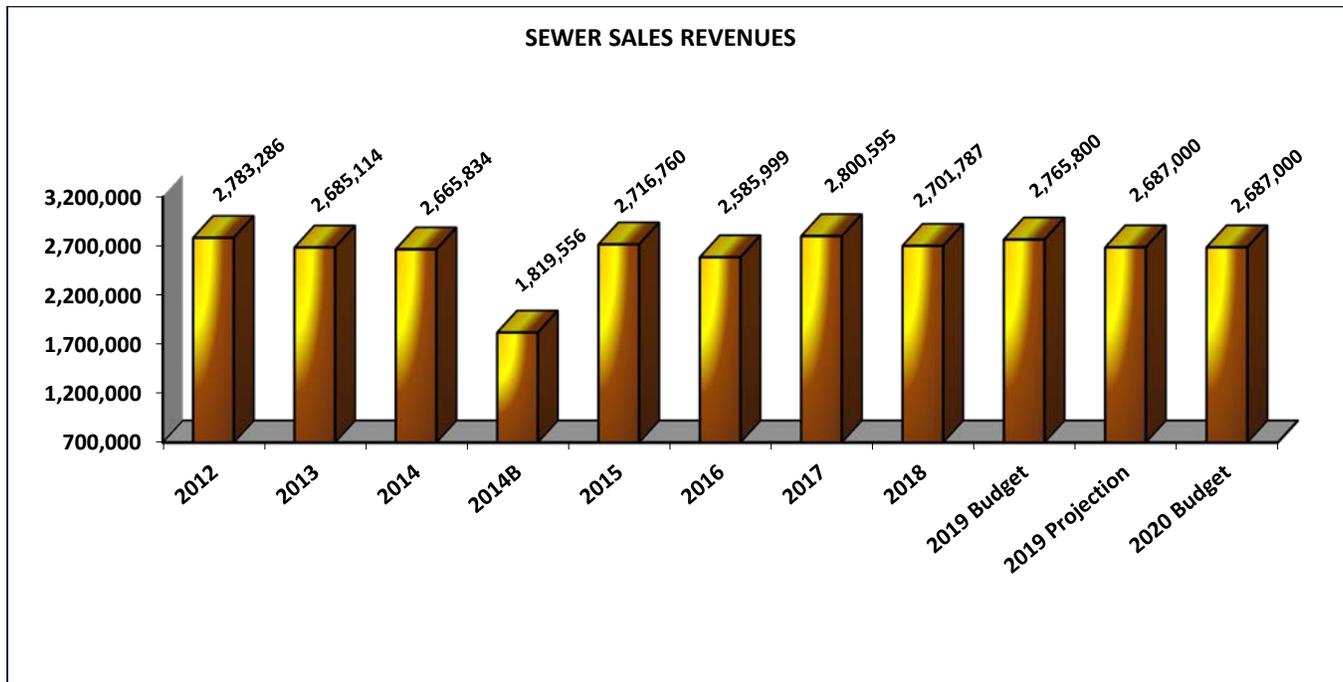
In FY2012 actual revenue of \$358,701 collected due to the fair values of investments declining. FY2013 and FY2014 increased primarily due to positive rate of return for Police and Firefighter Pensions. The FY2014B actual amount is \$492,293 because the Village switched from a Fiscal Year to a Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. FY2015 there was a decrease due to a negative investment of \$632,175 as a result of market rate and stock prices that went down the last quarter of 2015. FY2016 and FY2017, the increase is primarily due to positive investment year for Police and Fire Pension and Village Investments on CD’s having an excellent rate of return for the Village Operating and Other Funds. FY2018 has a negative investment of \$3,019,744 due to market rate and stock prices that went down the last quarter of 2018 for Police and Firefighter Pensions. The FY2019 projection of \$2,999,155 is an increase of \$435,204 or 16.97% from the FY2019 budget. FY2020 revenue is projected to increase by \$198,431 or 7.74% compared to FY2019 budget. It is a conservative estimate based on return of investment data and economic conditions.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Water Sales	5,416,482	7,007,765	7,844,165	4,978,209	7,467,200	7,347,938	7,053,304	6,946,824	6,980,000	6,875,375	6,875,000
TOTAL	5,416,482	7,007,765	7,844,165	4,978,209	7,467,200	7,347,938	7,053,304	6,946,824	6,980,000	6,875,375	6,875,000

**Water Sales Revenues**

The Village’s water customer base includes approximately 11,000 customers, a combination of Cook County and DuPage County residents. Customers were billed bi-monthly up to August 2016. Effective September 1, 2016 customers were billed monthly. The Village is a member of the Northwest Suburban Municipal Joint Action Water Agency (JAWA) and receives its water from Lake Michigan through the City of Chicago. In the past, because the Village obtains its water from the City of Chicago, the Village was subject to any increase the City issued. In January 2011, the City of Chicago announced a series of rate increases over a 4-year period equal to 70%, starting in 2012 through 2015. As part of this rate adjustment, the minimum bill consumption amount was eliminated and replaced with a flat service fee (Infrastructure Fee) of \$12.50 per month. To forecast future costs of service and be able to provide the revenue to meet those costs, the Village must project and evaluate trends in water consumption and number of customers. The rate structure includes a flat service fee and a consumption rate. The flat service fee (Infrastructure Fee) billed monthly went into effect September 1, 2016. The consumption of water is reported by actual meter reads on a property. The FY2014B actual amount of \$4,978,209 is lower compared to FY2014 of \$7,844,165. This is because the Village switched from a Fiscal Year to a Calendar Year budget that took effect on May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual increased by \$2,488,991 or 50.00% compared to FY2014B due to FY2014B only reflecting eight (8) months of revenue collected. The FY2016 actual decreased by \$119,262 or 1.60% compared to FY2015 due to an accounting error. The FY2017 actual amount decreased by \$294,634 or 4.01% compared to FY2016 due to mild summer that year. FY2018 actual amount is \$106,480 or 1.51% lower than FY2017 actual amount. This is the first full year that the Village has been on a monthly billing cycle. FY2019 projection of \$6,875,375 is a decrease of \$104,625 or 1.50% compared to FY2019 budget due to a wet summer. FY2020 revenue is projected to decrease by \$105,000 or 1.50% compared to FY2019 budget. This revenue is entirely dependent on water consumed with weather playing a major role, especially during the summer. This is the fifth consecutive year that the Village has not increased the water rate. It remains \$9.35 per 1,000 gallons since January 2015.



Fiscal Year	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Sewer Sales	2,783,286	2,685,114	2,665,834	1,819,556	2,716,760	2,585,999	2,800,595	2,701,787	2,765,800	2,687,000	2,687,000
TOTAL	2,783,286	2,685,114	2,665,834	1,819,556	2,716,760	2,585,999	2,800,595	2,701,787	2,765,800	2,687,000	2,687,000

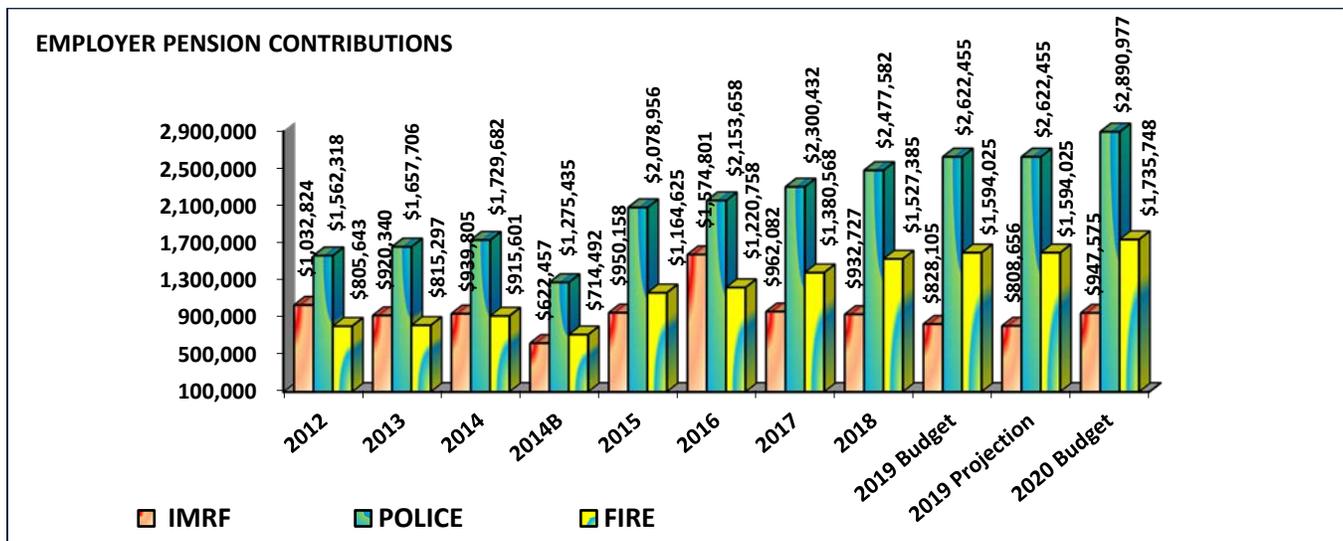
**Sewer Sales Revenues**

The sewer consumption is assumed to be the same as water consumption. Revenues are determined by the amount of water sold to individual homes and businesses. Sewer sales revenue has increased and decreased in a similar pattern to water sales. Residents in the Cook County portion of the Village pay reduced rates because their sewage is treated by the Metropolitan Water Reclamation District of Greater Chicago’s treatment facilities, which recovers revenues through a property tax levy. DuPage County residents have their sewage treated by the Village’s wastewater treatment plant. In FY2016 the water and sewer ordinance was amended to cancel a summer sewer credit effective March 1, 2016. FY2012 through FY2015 show slight increases due to a yearly rate increase of 3%. The FY2014B actual amount of \$1,819,556 is lower compared to FY2014 of \$2,665,834 because the Village switched from a Fiscal Year to a Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual increased by \$897,204 or 49.31% compared to FY2014B due to FY2014B only reflecting eight (8) months of revenue collected. The FY2016 actual decreased by \$130,761 or 4.81% compared to FY2015 due to an accounting error. The FY2017 actual increased by \$214,595 or 8.30% compared to FY2016. FY2018 actual is \$98,808 or 3.53% lower than FY2017 actual amount. This is the first full year that the Village has been on a monthly billing cycle. FY2019 projection of \$2,687,000 is a decrease of \$78,800 or 2.85% compared to FY2019 budget. This revenue is entirely dependent on water consumed with weather playing a major role, especially during the summer. This is the fifth consecutive year that the Village has not increase the sewer rate. It remains \$2.07 Cook County and \$5.57 DuPage County per 1,000 gallons since January 2015.

**EXPENDITURE TRENDS AND PROJECTIONS**

**Personnel Services** – Regular salaries and overtime compensation, together with various benefits, provided to employees, make up the single largest expenditure item in the Village’s budget. Total Personnel Service expenditures are budgeted at \$33,966,714, approximately 46.90% of total Village FY2020 expenditures. The Village currently has six unionized labor groups that have collective bargaining agreements. Teamsters Local No. 714 represents the Public Works employees. The Police Department has three unions. The Police Patrol Officers, Police Sergeants and Police Civilian employees, each belong to a union with the Metropolitan Alliance of Police (MAP). The Firefighters are represented by the International Association of Firefighters (IAFF). The part-time firefighters are represented by the Service Employees International Union (SEIU).

**Employer Pension Contributions** – The Village funds three pensions including the Police Pension, the Firefighters’ Pension and the Illinois Municipal Retirement Fund (IMRF). The IMRF plan covers all full-time non-sworn municipal employees. The Village is mandated by the State of Illinois to provide its employees with retirement pension benefits. As shown below, the Village’s expense to comply with state mandates has increased by nearly forty five percent (45.00%) in the last 7 years (difference between 2012 and 2018 actual pension contribution). The Village of Hanover Park tracks the IMRF, Police and Fire Pension Levy within the General Fund. The Police, Fire and IMRF Pensions are within the Corporate Levy. As of December 31, 2018, the Police Pension fund was funded at 51.81% and the Fire Pension fund was funded at 54.58%. The IMRF Pension actuarial funded ratio as of December 31, 2018 was 84.35%.



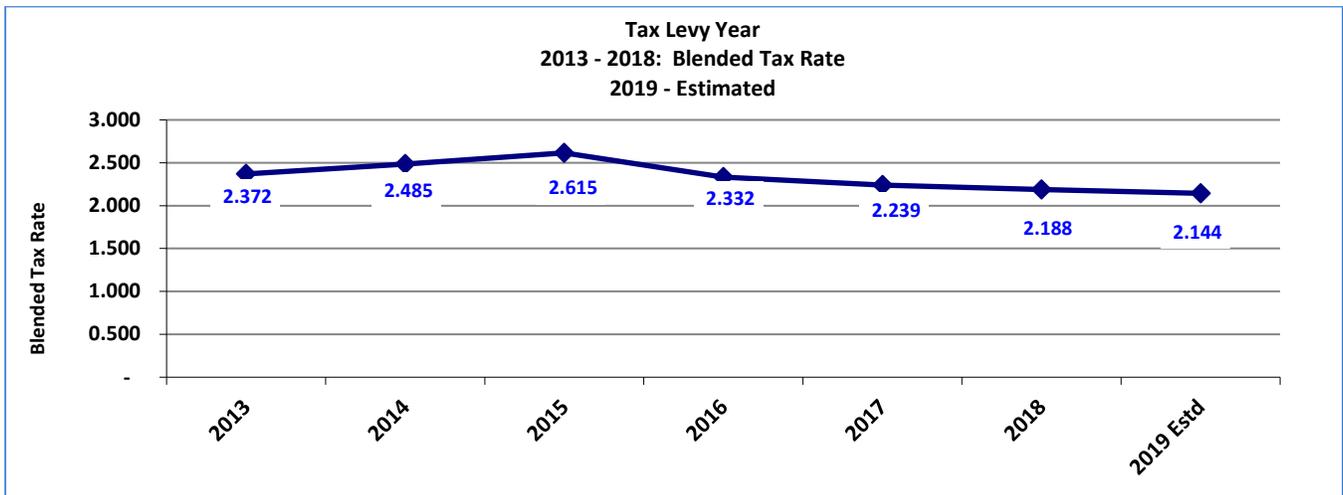
Employer Pension Contributions				
Year	IMRF	POLICE	FIRE	TOTA:
2012	1,032,824	1,562,318	805,643	3,400,785
2013	920,340	1,657,706	815,297	3,393,343
2014	939,805	1,729,682	915,601	3,585,088
2014B	622,457	1,275,435	714,492	2,612,384
2015	950,158	2,078,956	1,164,625	4,193,739
2016	1,574,801	2,153,658	1,220,758	4,949,217
2017	962,082	2,300,432	1,380,568	4,643,082
2018	932,727	2,477,582	1,527,385	4,937,694
2019 Budget	828,105	2,622,455	1,594,025	5,044,585
2019 Projection	808,656	2,622,455	1,594,025	5,025,136
2020 Budget	947,575	2,890,977	1,735,748	5,574,300

## EXHIBIT H

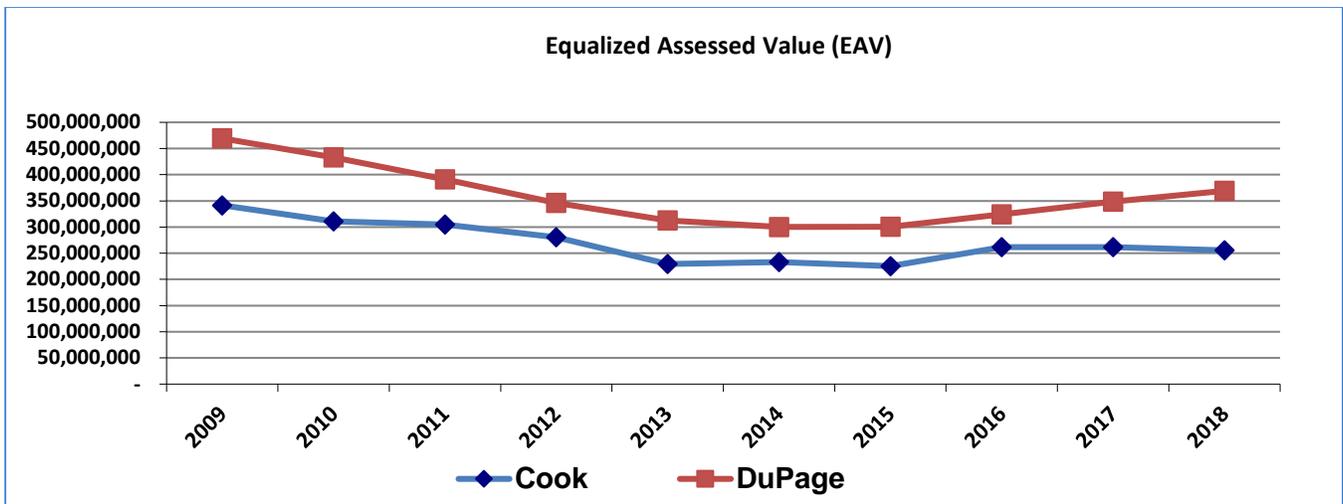
### VILLAGE OF HANOVER PARK, ILLINOIS

#### Property Tax Levies/Blended Tax Rates/Equalized Assessed Valuation (EAV)/Annual Tax Levies and Actual Tax Rate

Fiscal Year	FY2014	FY2015	FY2016	FY2017	FY2018	FY2019	FY2020
Tax Levy Year	2013 Extended	2014 Extended	2015 Extended	2016 Extended	2017 Extended	2018 Extended	2018 Tax Levy
Corporate	\$ 5,897,559	\$ 5,597,199	\$ 5,460,856	\$ 3,556,451	\$ 3,101,166	\$ 2,685,535	\$ 2,096,317
Corporate Police Pension			\$ -	\$ 2,293,935	\$ 2,505,035	\$ 2,673,458	\$ 2,890,977
Corporate Fire Pension			\$ -	\$ 1,378,355	\$ 1,546,626	\$ 1,625,370	\$ 1,735,748
Corporate - Fire	\$ 5,381,165	\$ 6,041,616	\$ 6,446,919	\$ 4,633,633	\$ 4,719,862	\$ 4,903,647	\$ 4,951,158
<b>Total Corporate</b>	<b>\$ 11,278,724</b>	<b>\$ 11,638,815</b>	<b>\$ 11,907,775</b>	<b>\$ 11,862,374</b>	<b>\$ 11,872,689</b>	<b>\$ 11,888,010</b>	<b>\$ 11,674,200</b>
Debt Service							
2010 GO Bond	\$ 629,970	\$ 619,170	\$ 729,712	\$ 670,081	\$ 662,136	\$ 658,690	\$ 629,628
2010A GO Bond	\$ 299,778	\$ 343,951	\$ 451,128	\$ 467,670	\$ 458,880	\$ 449,869	\$ 427,238
2011 GO Bond	\$ 654,697	\$ 652,237	\$ 664,215	\$ 665,543	\$ 670,065	\$ 668,338	\$ 655,650
<b>Net Debt Service Levy</b>	<b>\$ 1,584,445</b>	<b>\$ 1,615,358</b>	<b>\$ 1,845,055</b>	<b>\$ 1,803,294</b>	<b>\$ 1,791,081</b>	<b>\$ 1,776,897</b>	<b>\$ 1,712,515</b>
<b>Total Levy</b>	<b>\$ 12,863,169</b>	<b>\$ 13,254,173</b>	<b>\$ 13,752,830</b>	<b>\$ 13,665,668</b>	<b>\$ 13,663,770</b>	<b>\$ 13,664,907</b>	<b>\$ 13,386,715</b>
<b>Blended Tax Rate</b>	<b>2.372</b>	<b>2.485</b>	<b>2.615</b>	<b>2.332</b>	<b>2.239</b>	<b>2.188</b>	<b>2.144</b>



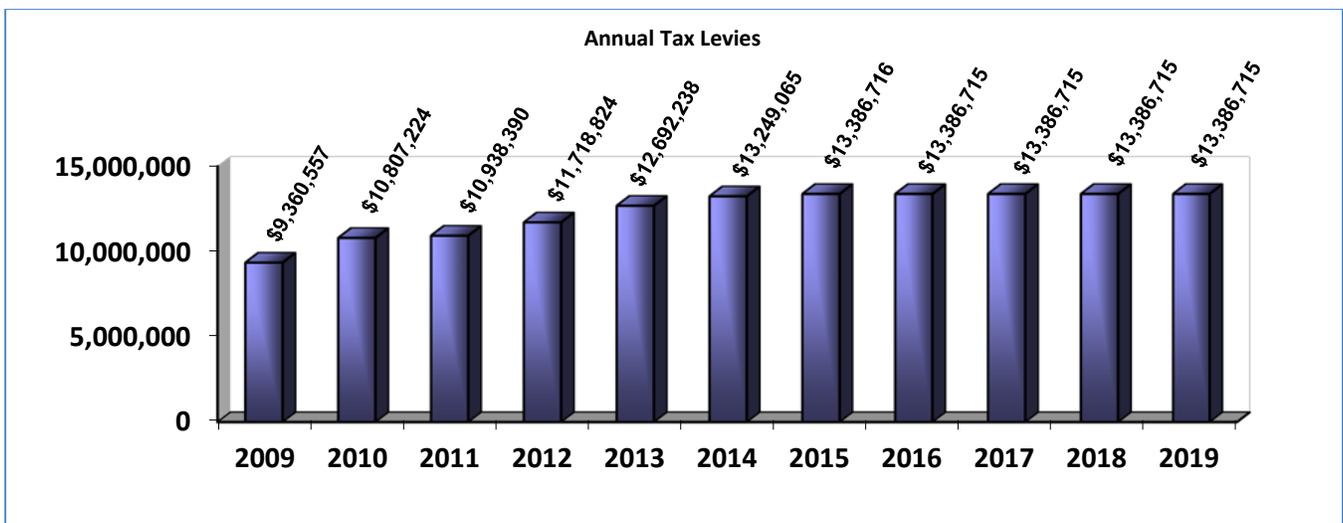
The Village of Hanover Park is located within two counties; DuPage and Cook. The blended tax rate represents an average of both counties. In 2013 Tax Levy year the Village approved a 4.99% increase in taxes (excluding Debt Service). In 2014 Tax Levy year the Village approved a 3.00% increase in overall levy (Corporate and Debt Service). In 2015 Tax Levy year the Village approved a 1.00% increase in overall levy (Corporate and Debt Service). In 2016 through 2018 tax levy the Village approved a zero percent (0.00%) increase in overall levy (Corporate and Debt Service). Once again for 2019 tax levy a zero percent (0.00%) increase in overall levy (Corporate and Debt Service) is propose. As shown above, the blended tax rate starts decreasing from 2016, to 2018 and to the estimated rate in 2019. The overall equalized assessed value (EAV) is increasing slowly within the Village. The end-result is that when the EAV increases the tax rate decreases.



2009-2018: Actual EAV

Levy Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Cook	341,514,313	310,641,759	304,659,229	280,598,471	229,460,643	233,115,875	225,329,661	261,408,130	261,519,237	255,513,167
DuPage	469,241,962	433,011,569	391,277,073	346,087,146	312,941,156	300,188,124	300,524,657	324,477,820	348,717,427	368,976,132
Total EAV	810,756,275	743,653,328	695,936,302	626,685,617	542,401,799	533,303,999	525,854,318	585,885,950	610,236,664	624,489,299

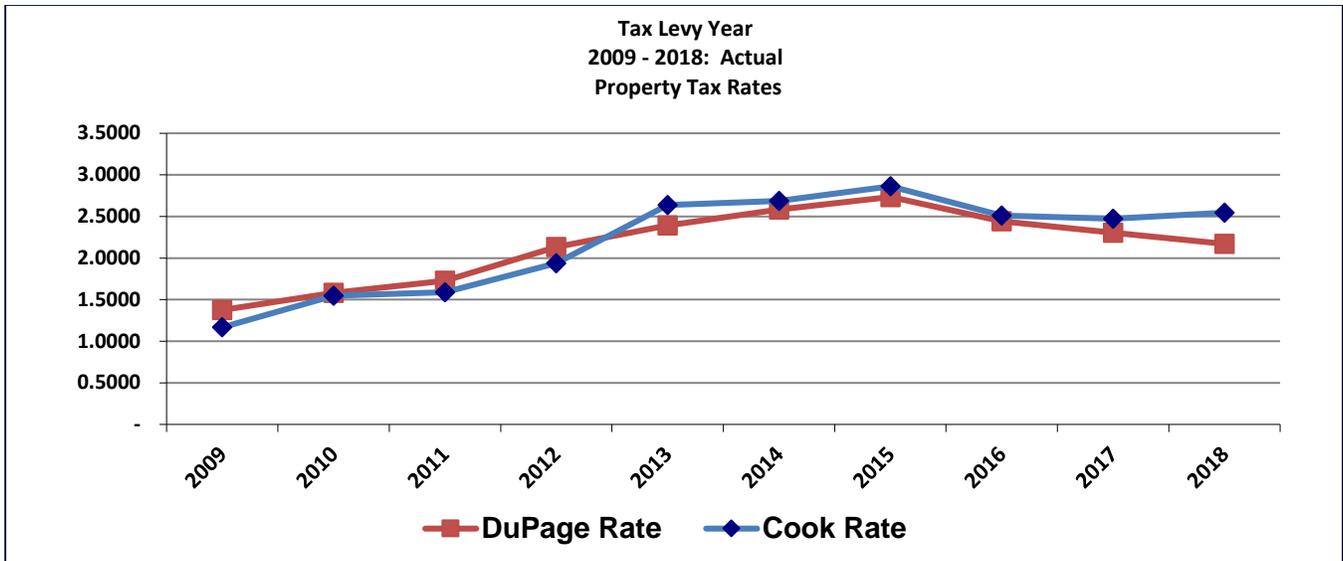
From 2010 to 2013, the Equalized Assessed Value (EAV) decreased in Cook County and DuPage County. The decline in property values is the main cause of this decrease. In FY2016 the Village’s total EAV increased by 60,031,632 or 11.42% compared to FY2015 EAV; in FY2017 the Village’s total EAV increase by 24,350,714 or 4.16% compared to FY2016 EAV; and in FY2018 the Village’s total EAV increase by 14,252,635 or 2.34% compared to FY2017 EAV.



2009-2018: Actual Adopted Levy 2019 - Proposed Levy

The levy increases were been limited to no more than 5% except in 2010. The total levy increases were higher in 2010 as a result of the 2010 and 2010A General Obligation Bonds and refunding of 2004 Bond payment schedule. The Village’s FY2019 property tax levy to be collected in FY2020 is \$13,386,715. \$1,712,515 is assigned to pay specific debt obligations while \$4,626,725 is levied to pay for the Village portion of Police and Fire pension contributions. The staff proposes to the Board to approved a (zero) 0.00% increase in overall 2019 tax levy to be collected in FY2020. This is will be the fourth year that the Village has not increased the property tax for overall levy (2016 through 2019).

## EXHIBIT H



**2009-2018: Actual Tax Rate – Cook and DuPage**

Tax Rate Year	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Cook Rate	1.1670	1.5489	1.5906	1.9385	2.6367	2.6867	2.8626	2.5129	2.4715	2.5448
DuPage Rate	1.3755	1.5830	1.7266	2.1327	2.3941	2.5856	2.7346	2.4411	2.3051	2.1702

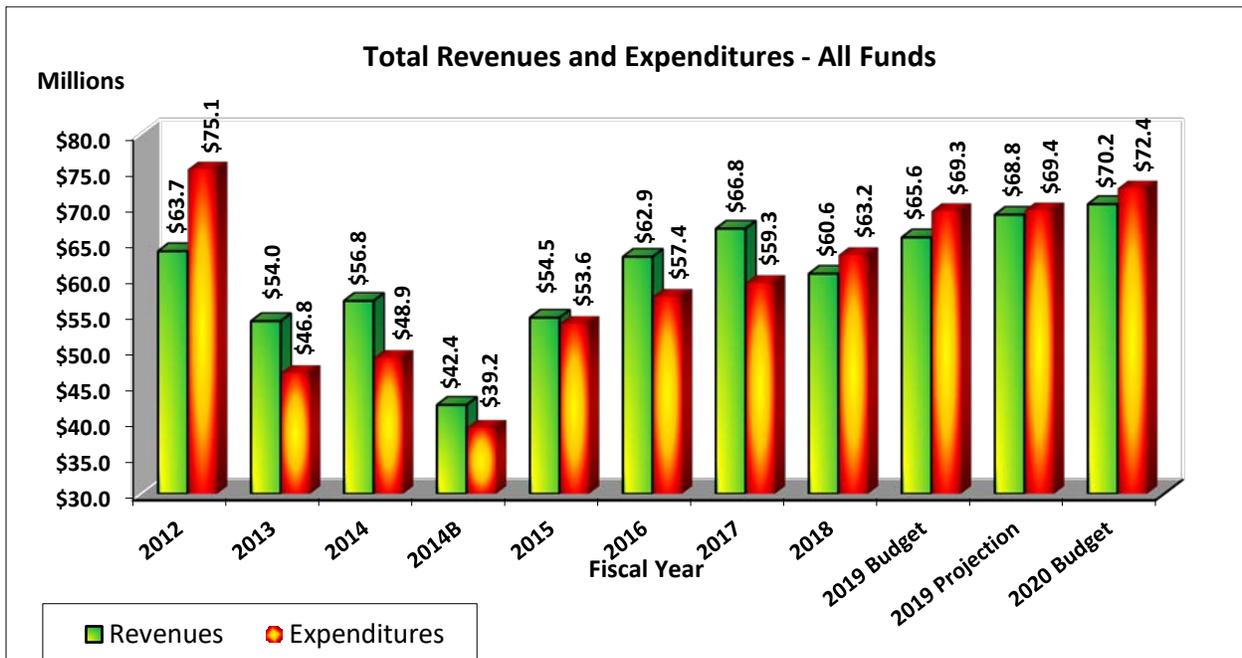
Actual tax rate from 2009 through 2018 tax levy year is shown in chart above. In 2010 through 2013 Tax Levy year the Equalized Assessed Valuation (EAV) decreased drastically due to economic downturn. The Village continued to increase the levy to fund their Capital projects and to maintain the services provided to the Village of Hanover Park residents. In 2013 levy year the Village approved a 4.99% increase in taxes (excluding Debt Service). In 2014 Tax Levy year the Village approved a 3.00% increase in overall levy (Corporate and Debt Service). In 2015 Tax Levy year the Village approved a 1.00% increase in overall levy (Corporate and Debt Service).

In 2016 tax levy year the Village started lowering the tax rate from 2.8626 (2015 tax levy – Cook) and 2.7346 (2015 tax levy – DuPage). In 2016 through 2018 tax levy the Village approved a zero percent (0.00%) increase in overall levy (Corporate and Debt Service). Once again for 2019 tax levy (collected in FY2020) a zero percent (0.00%) increase in overall levy (Corporate and Debt Service) is proposed.

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# BUDGET SUMMARY

- Budget Summary – Total by Fund – Revenues and Other Financing Sources
- Budget Summary – Total by Fund – Expenditures and Other Financing Uses
- Budget Summary – Total by Category and Fund
- Budget Summary by Account – All Funds
- Statement of Revenues, Expenditures and Changes in Fund Balance / Unrestricted Net Assets



ALL FUNDS	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	63,713,562	54,015,472	56,827,403	42,361,718	54,495,346	52,934,862	66,833,593	60,585,651	65,630,294	68,762,216	70,236,097
Expenditures	75,056,405	46,795,338	48,906,567	39,183,337	53,635,456	57,403,946	59,321,810	63,184,400	69,277,615	69,382,976	72,416,099
Difference	(11,342,843)	7,220,134	7,920,836	3,178,381	859,890	(4,469,084)	7,511,783	(2,598,749)	(3,647,321)	(620,760)	(2,180,002)

## 2012 – 2018: Actual Revenues and Expenditures – All Funds

The increase in revenues and expenditures in FY2012 is due to the issuance and refunding of bonds, used for the construction of the new police station and other related sources. The FY2014B revenues and expenditures actual amount is lower compared to FY2014 because the Village switched from Fiscal Year to Calendar Year effective May 1, 2014. It reflects 8 months of revenues collected and expenditures in FY2014B. FY2015 is the first full year cycle when we switched to Calendar Year in May 2014. FY2019 Revenue projection exceeded budgeted amount, for example sales tax, home rule sales tax, and investment revenue increased due to improving economy. Expenditures were slightly over budget due to depreciation expenses (*depreciation does not result in the outflow of cash*).

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary - Total by Fund  
 Calendar Year Ending December 31, 2020

Fund	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
General	\$ 34,291,821	\$ 34,573,365	\$ 36,512,716	\$ 34,637,272	\$ 37,213,985	\$ 36,821,725
<b>Special Revenue Funds</b>						
Motor Fuel Tax	970,891	1,492,803	983,276	1,100,609	1,338,000	1,557,000
Road and Bridge	114,104	340,749	854,488	2,507,878	2,343,768	1,833,800
MWRD Fields	157,370	181,408	230,908	214,200	237,500	1,289,800
State Restricted	75,524	64,138	93,155	56,165	55,165	43,665
Federal Restricted	1,869	7,122	2,865	1,100	1,175	1,150
Foreign Fire Insurance	39,609	27,716	53,976	39,500	40,300	41,500
SSA #3	15,375	16,366	15,694	16,878	17,228	17,678
SSA #4	20,245	19,453	20,413	19,969	20,369	20,759
SSA #5	154,661	158,432	164,805	166,598	167,698	172,081
TIF #3	1,803,070	1,888,909	2,315,788	2,008,146	2,341,470	2,040,000
TIF #4	0	-	25,262	30,000	35,500	25,850
TIF #5	25,865	174,171	14,362	11,600	11,600	10,450
	<u>3,378,583</u>	<u>4,371,267</u>	<u>4,774,991</u>	<u>6,172,643</u>	<u>6,609,773</u>	<u>7,053,733</u>
<b>Debt Service Funds</b>						
2011 General Obligation Bonds	655,327	652,036	656,573	650,775	653,275	658,650
2010 General Obligation Bonds	878,134	811,089	799,917	773,403	783,902	764,628
2010A General Obligation Bonds	539,932	550,531	540,847	468,038	526,906	459,238
	<u>2,073,393</u>	<u>2,013,656</u>	<u>1,997,337</u>	<u>1,892,216</u>	<u>1,964,083</u>	<u>1,882,516</u>
<b>Capital Projects Funds</b>						
SSA #6	78,658	76,366	73,261	75,300	72,530	75,580
General Capital Projects	1,312,133	1,789,049	1,923,196	890,776	895,996	865,556
	<u>1,390,791</u>	<u>1,865,415</u>	<u>1,996,458</u>	<u>966,076</u>	<u>968,526</u>	<u>941,136</u>
<b>Enterprise Funds</b>						
Water and Sewer	11,977,660	12,197,582	12,128,917	12,199,911	12,153,065	12,125,928
Commuter Parking Lot	444,063	396,197	439,505	446,497	438,275	1,729,764
	<u>12,421,723</u>	<u>12,593,779</u>	<u>12,568,422</u>	<u>12,646,408</u>	<u>12,591,340</u>	<u>13,855,692</u>
<b>Internal Service Fund</b>						
Central Equipment	1,230,976	1,203,583	1,400,611	1,532,531	1,611,838	1,364,978
I.T. Equipment Replacement	300,000	308,871	349,191	496,593	498,593	585,692
	<u>1,530,976</u>	<u>1,512,454</u>	<u>1,749,802</u>	<u>2,029,124</u>	<u>2,110,431</u>	<u>1,950,670</u>
<b>Trust and Agency Funds</b>						
Police Pension	4,993,533	6,222,844	595,557	4,511,055	4,514,350	4,796,877
Fire Pension	2,854,044	3,680,813	390,369	2,775,500	2,789,728	2,933,748
	<u>7,847,576</u>	<u>9,903,657</u>	<u>985,926</u>	<u>7,286,555</u>	<u>7,304,078</u>	<u>7,730,625</u>
<b>Total Revenues</b>	<u>\$ 62,934,862</u>	<u>\$ 66,833,593</u>	<u>\$ 60,585,651</u>	<u>\$ 65,630,294</u>	<u>\$ 68,762,216</u>	<u>\$ 70,236,097</u>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary - Total by Fund  
 Calendar Year Ending December 31, 2020

Fund	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses</b>						
General	\$ 31,151,413	\$ 32,938,297	\$ 35,553,157	\$ 37,770,172	\$ 37,266,961	\$ 37,194,003
<b>Special Revenue Funds</b>						
Motor Fuel Tax	1,687,875	1,520,995	960,293	1,453,000	1,405,000	2,000,000
Road and Bridge	123,153	686,867	858,061	2,951,994	2,898,279	1,846,132
MWRD Fields	88,835	473,910	491,164	45,000	45,000	1,579,325
State Restricted	37,075	58,989	140,381	90,952	90,952	115,651
Federal Restricted	-	-	-	500	500	500
Foreign Fire Insurance	25,268	989	50,482	30,000	27,000	30,000
SSA #3	16,466	16,169	17,237	21,100	21,100	27,506
SSA #4	25,204	24,344	25,072	30,450	30,450	40,368
SSA #5	491,306	108,240	109,886	166,098	166,098	174,403
TIF #3	522,811	597,824	910,679	4,176,495	3,901,608	4,891,000
TIF #4	538	538	30,135	100,000	12,853	45,000
TIF #5	65,229	175,506	11,226	50,000	10,000	30,000
	<u>3,083,760</u>	<u>3,664,371</u>	<u>3,604,617</u>	<u>9,115,589</u>	<u>8,608,840</u>	<u>10,779,885</u>
<b>Debt Service Funds</b>						
2011 General Obligation Bonds	642,615	647,515	652,115	650,775	650,078	657,150
2010 General Obligation Bonds	791,370	784,883	776,708	773,403	772,956	763,128
2010A General Obligation Bonds	465,913	485,540	477,140	468,538	468,091	458,738
	<u>1,899,898</u>	<u>1,917,938</u>	<u>1,905,963</u>	<u>1,892,716</u>	<u>1,891,125</u>	<u>1,879,016</u>
<b>Capital Projects Funds</b>						
SSA #6	70,094	70,094	70,094	75,100	70,095	75,100
General Capital Projects	1,232,344	1,249,392	2,594,521	924,764	907,931	1,236,323
	<u>1,302,438</u>	<u>1,319,485</u>	<u>2,664,614</u>	<u>999,864</u>	<u>978,026</u>	<u>1,311,423</u>
<b>Enterprise Funds</b>						
Water and Sewer	12,486,311	12,725,552	12,610,070	12,395,012	13,289,480	12,395,039
Commuter Parking Lot	563,266	545,240	504,052	579,387	604,840	1,758,583
	<u>13,049,576</u>	<u>13,270,792</u>	<u>13,114,122</u>	<u>12,974,399</u>	<u>13,894,320</u>	<u>14,153,622</u>
<b>Internal Service Fund</b>						
Central Equipment	3,320,297	1,815,089	1,766,745	1,508,900	1,777,101	1,950,300
I.T. Equipment Replacement	124,661	430,867	409,088	394,500	354,406	375,000
	<u>3,444,958</u>	<u>2,245,956</u>	<u>2,175,833</u>	<u>1,903,400</u>	<u>2,131,507</u>	<u>2,325,300</u>
<b>Trust and Agency Funds</b>						
Police Pension	2,328,588	2,644,389	2,678,345	2,882,860	2,973,082	3,031,420
Fire Pension	1,143,316	1,320,583	1,487,749	1,738,615	1,639,115	1,741,430
	<u>3,471,904</u>	<u>3,964,971</u>	<u>4,166,094</u>	<u>4,621,475</u>	<u>4,612,197</u>	<u>4,772,850</u>
<b>Total Expenditures</b>	<u>\$ 57,403,946</u>	<u>\$ 59,321,810</u>	<u>\$ 63,184,400</u>	<u>\$ 69,277,615</u>	<u>\$ 69,382,976</u>	<u>\$ 72,416,099</u>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary - Total by Category - ALL Fund  
 Fiscal Year Ending December 31, 2020

	General Fund FY 2020	Motor Fuel Tax Fund FY 2020	Road and Bridge FY 2020	MWRD FY 2020	State Restricted FY 2020	Federal Restricted FY 2020	Foreign Fire Insurance Fund FY 2020	SSA #3 FY 2020	SSA #4 FY 2020	SSA #5 FY 2020	TIF #3 FY 2020	TIF #4 FY 2020	TIF #5 FY 2020
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Revenues and Other Financing Sources

Property Taxes	\$ 11,674,200	\$ -	\$ 105,000	\$ -	\$ -	\$ -	\$ -	\$ 17,178	\$ 20,259	\$ 171,081	\$ 2,000,000	\$ 25,700	\$ 10,350
Personal Property Rplcmnt	80,000	-	1,000	-	-	-	-	-	-	-	-	-	-
Utility Taxes	1,785,000	-	-	-	-	-	-	-	-	-	-	-	-
State Income Tax	3,800,000	-	-	-	-	-	-	-	-	-	-	-	-
Sales, HR and Use Tax	13,195,000	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	1,592,000	-	132,000	190,800	-	-	40,000	-	-	-	-	-	-
<b>Total Taxes</b>	<b>32,126,200</b>	<b>-</b>	<b>238,000</b>	<b>190,800</b>	<b>-</b>	<b>-</b>	<b>40,000</b>	<b>17,178</b>	<b>20,259</b>	<b>171,081</b>	<b>2,000,000</b>	<b>25,700</b>	<b>10,350</b>
Intergovernmental	140,739	1,550,000	1,016,800	1,042,000	20,665	1,000	-	-	-	-	-	-	-
Licenses and Permits	1,215,541	-	-	52,000	-	-	-	-	-	-	-	-	-
Charges for Services	1,904,400	-	-	-	-	-	-	-	-	-	-	-	-
Fines and Forfeits	789,100	-	-	-	20,000	-	-	-	-	-	-	-	-
Investment Income	281,000	7,000	7,000	5,000	3,000	150	1,500	500	500	1,000	40,000	150	100
Miscellaneous	294,657	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	70,088	-	572,000	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<b>\$ 36,821,725</b>	<b>\$ 1,557,000</b>	<b>\$ 1,833,800</b>	<b>\$ 1,289,800</b>	<b>\$ 43,665</b>	<b>\$ 1,150</b>	<b>\$ 41,500</b>	<b>\$ 17,678</b>	<b>\$ 20,759</b>	<b>\$ 172,081</b>	<b>\$ 2,040,000</b>	<b>\$ 25,850</b>	<b>\$ 10,450</b>

Expenditures and Other Financing Uses

Personnel Services	\$ 25,994,242	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	1,074,735	-	172,500	-	-	-	30,000	-	-	-	-	-	-
Contractual Services	8,930,482	-	853,628	46,300	115,651	500	-	20,506	31,368	174,403	841,000	45,000	30,000
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	1,194,544	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	2,000,000	820,004	1,533,025	-	-	-	7,000	9,000	-	4,050,000	-	-
<b>Total Expenditures</b>	<b>\$ 37,194,003</b>	<b>\$ 2,000,000</b>	<b>\$ 1,846,132</b>	<b>\$ 1,579,325</b>	<b>\$ 115,651</b>	<b>\$ 500</b>	<b>\$ 30,000</b>	<b>\$ 27,506</b>	<b>\$ 40,368</b>	<b>\$ 174,403</b>	<b>\$ 4,891,000</b>	<b>\$ 45,000</b>	<b>\$ 30,000</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary - Total by Category - ALL Fund  
 Fiscal Year Ending December 31, 2020

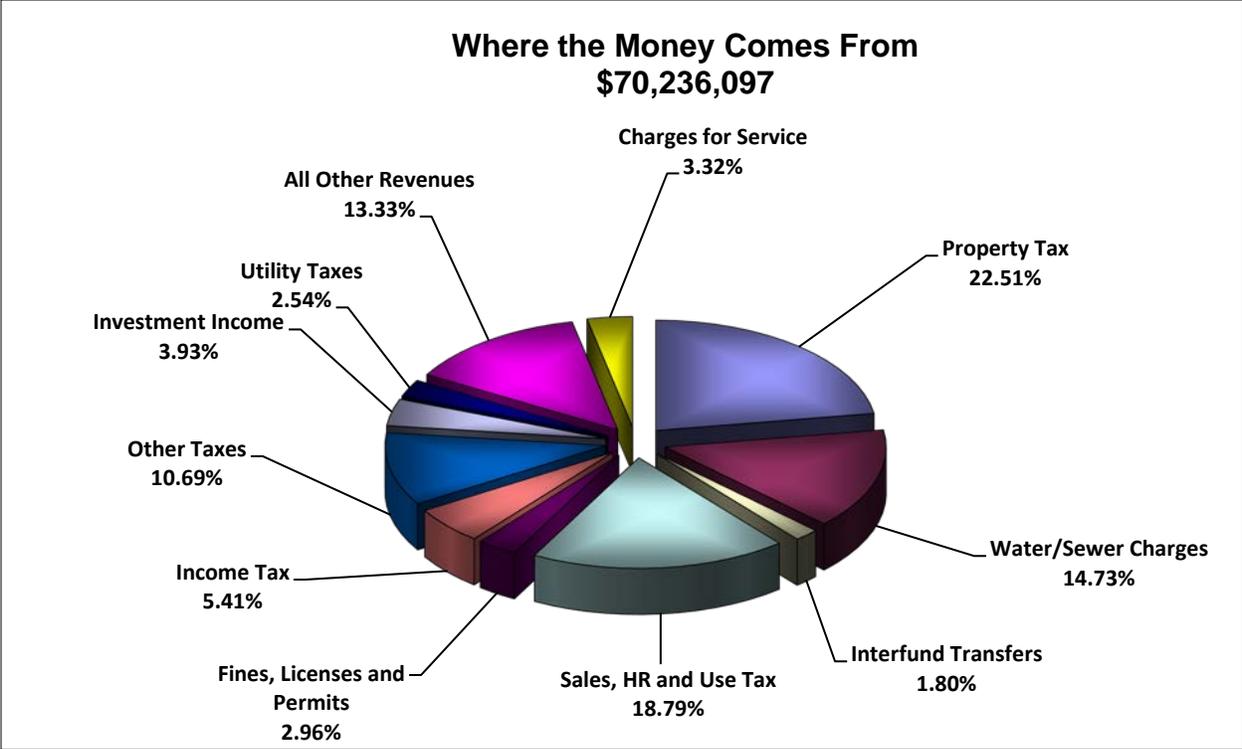
	2011 GO Bond Fund FY 2020	2010 GO Bond Fund FY 2020	2010A GO Bond Fund FY 2020	SSA #6 FY 2020	General Capital Project Fund FY 2020	Water & Sewer Fund FY 2020	Municipal Commuter Lot FY 2020	Central Equipment FY 2020	I.T. Equipment Fund FY 2020	Police Pension Fund FY 2020	Fire Pension Fund FY 2020	Total FY 2020
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Revenues and Other Financing Sources

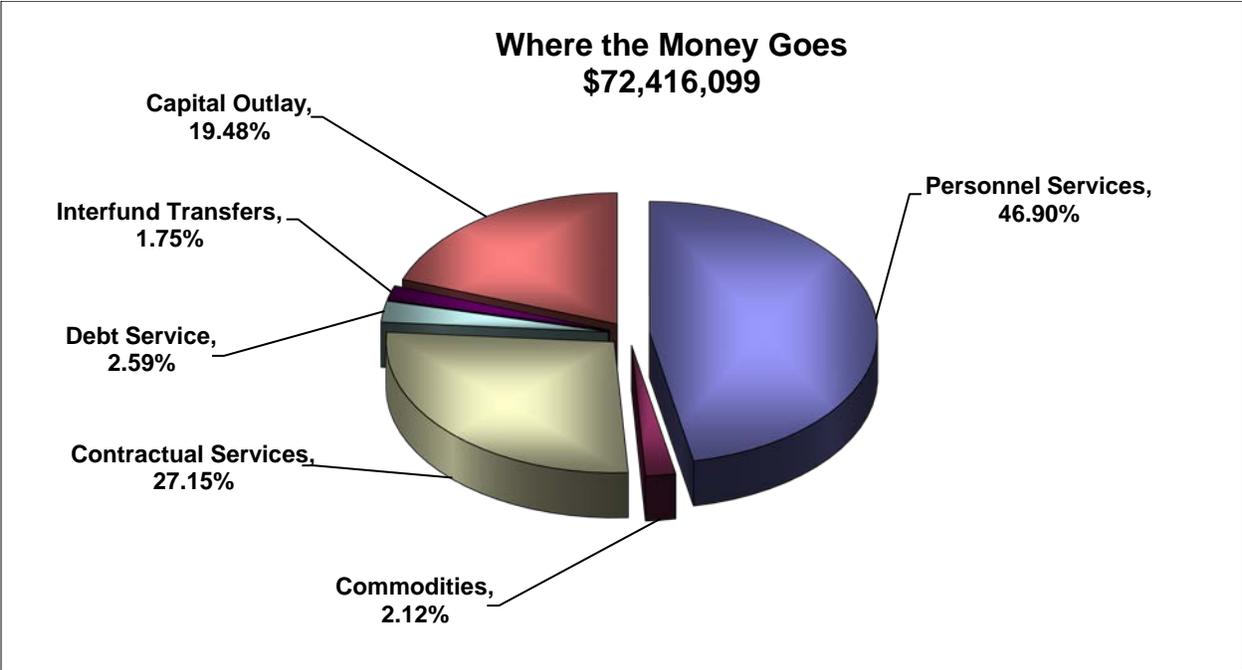
Property Taxes	\$ 655,650	\$ 629,627	\$ 427,237	\$ 75,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,811,382
Personal Property Rplcmnt	-	-	-	-	-	-	-	-	-	-	-	81,000
Utility Taxes	-	-	-	-	-	-	-	-	-	-	-	1,785,000
State Income Tax	-	-	-	-	-	-	-	-	-	-	-	3,800,000
Sales, HR and Use Tax	-	-	-	-	-	-	-	-	-	-	-	13,195,000
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	1,954,800
<b>Total Taxes</b>	<b>655,650</b>	<b>629,627</b>	<b>427,237</b>	<b>75,100</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>36,627,182</b>
Intergovernmental	-	132,000	30,000	-	200,000	37,500	1,300,000	-	-	-	-	5,470,704
Licenses and Permits	-	-	-	-	-	-	-	-	-	-	-	1,267,541
Charges for Services	-	-	-	-	-	10,345,328	425,764	-	-	-	-	12,675,492
Fines and Forfeits	-	-	-	-	-	-	-	-	-	-	-	809,100
Investment Income	3,000	3,001	2,001	480	5,000	125,000	4,000	50,000	3,000	1,345,000	875,000	2,762,382
Miscellaneous	-	-	-	-	38,012	1,618,100	-	1,314,978	582,692	3,451,877	2,058,748	9,359,064
Interfund Transfers	-	-	-	-	622,544	-	-	-	-	-	-	1,264,632
<b>Total Revenues</b>	<b>\$ 658,650</b>	<b>\$ 764,628</b>	<b>\$ 459,238</b>	<b>\$ 75,580</b>	<b>\$ 865,556</b>	<b>\$ 12,125,928</b>	<b>\$ 1,729,764</b>	<b>\$ 1,364,978</b>	<b>\$ 585,692</b>	<b>\$ 4,796,877</b>	<b>\$ 2,933,748</b>	<b>\$ 70,236,097</b>

Expenditures and Other Financing Uses

Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,234,491	\$ 179,591	\$ -	\$ -	\$ 2,910,790	\$ 1,647,600	\$ 33,966,714
Commodities	-	-	-	-	-	254,185	5,794	-	-	800	-	1,538,014
Contractual Services	1,500	1,500	1,500	4,722	15,000	7,188,863	198,198	950,000	-	119,830	93,830	19,663,781
Debt Service	655,650	761,628	457,238	290	-	-	-	-	-	-	-	1,874,806
Interfund Transfers	-	-	-	70,088	-	-	-	-	-	-	-	1,264,632
Capital Outlay	-	-	-	-	1,221,323	1,717,500	1,375,000	1,000,300	375,000	-	-	14,108,152
<b>Total Expenditures</b>	<b>\$ 657,150</b>	<b>\$ 763,128</b>	<b>\$ 458,738</b>	<b>\$ 75,100</b>	<b>\$ 1,236,323</b>	<b>\$ 12,395,039</b>	<b>\$ 1,758,583</b>	<b>\$ 1,950,300</b>	<b>\$ 375,000</b>	<b>\$ 3,031,420</b>	<b>\$ 1,741,430</b>	<b>\$ 72,416,099</b>



The Village’s primary source of revenue is the Property Tax.



Public Safety, including the Police and Fire, accounts for 61.32% of Village personal services expenditures. Public Works provides for the construction and maintenance of Village equipment, buildings and infrastructure including streets, storm sewer and the municipal commuter parking lot.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
311-300	Property Tax - DuPage	\$ 253,136	\$ 250,596	\$ 259,412	\$ 250,000	\$ 250,000	\$ 250,000
311-301	Property Taxes	15,205,346	15,112,550	15,038,173	15,146,361	15,433,215	15,172,764
311-304	Township Tax Levy	111,415	108,713	105,037	110,000	100,000	105,000
311-390	S.S.A. #3, 4, 5 & 6 Property Tax	267,858	269,479	270,675	277,545	274,445	283,618
312-301	Simplified Telecommunications	690,765	600,186	509,962	410,000	402,000	310,000
312-302	Natural Gas Use Tax	192,588	214,965	467,930	415,000	471,000	475,000
312-303	Electric Use Tax	1,012,647	973,072	1,019,292	990,000	1,000,000	1,000,000
313-301	Sales Tax	5,911,386	6,395,188	6,757,407	6,500,000	7,100,000	7,200,000
313-302	Use Tax	922,304	982,230	1,115,475	1,000,000	1,200,000	1,215,000
313-303	Home Rule Sales Tax	3,851,280	4,197,024	4,481,756	4,200,000	4,680,000	4,780,000
313-304	Real Estate Transfer Tax	711,026	391,534	431,473	383,000	390,000	385,000
313-305	Hotel/Motel Tax	44,881	44,408	44,535	44,500	44,500	44,500
314-301	Food & Beverage Tax	1,160,415	1,156,763	1,246,156	1,150,000	1,150,000	1,150,000
314-302	Gasoline Tax	-	-	131,129	132,000	132,000	132,000
314-305	Foreign Fire Ins. Tax	39,609	27,374	52,829	39,000	39,000	40,000
314-306	Video Gaming Tax	140,601	158,205	181,852	178,200	188,000	190,800
314-307	Auto Rental Tax	13,908	12,143	12,797	11,000	13,500	12,500
<b>Total Taxes</b>		<b>30,529,165</b>	<b>30,894,430</b>	<b>32,125,890</b>	<b>31,236,606</b>	<b>32,867,660</b>	<b>32,746,182</b>
331-301	Personal Prop. Replacement	87,160	101,644	84,998	79,000	81,000	81,000
331-302	State Income Tax	3,696,445	3,487,788	3,636,525	3,450,000	3,975,000	3,800,000
331-303	Motor Fuel Tax	966,817	968,562	971,944	972,109	1,200,000	1,550,000
332-301	State Grants	-	200,426	291,131	295,875	145,186	2,602,679
332-302	Federal Grants	-	-	66,582	-	-	-
332-303	Other Government Grants	-	-	-	-	-	1,042,000
367-300	Drug Forfeiture	28,847	27,355	53,384	21,000	21,000	21,000
367-301	Sex Offender Fees	755	533	595	665	665	665
380-303	ILETSB Boards	-	857	-	-	-	-
380-306	Police Programs	1,700	2,371	53,295	25,000	25,000	25,000
380-307	Expenditures Fire	20,009	9,000	9,600	5,000	10,000	50,000
380-317	DuPage City Mowing Reimb.	10,360	16,910	16,910	16,910	16,910	16,910
380-326	ILEAS Reimbursement	928	232	448	450	450	450
380-380	BAB Federal Subsidy	253,038	247,463	241,324	162,000	227,668	162,000
<b>Total Intergovernmental</b>		<b>5,066,058</b>	<b>5,063,139</b>	<b>5,426,738</b>	<b>5,028,009</b>	<b>5,702,879</b>	<b>9,351,704</b>
321-301	Business Licenses	69,504	80,300	72,031	70,000	72,400	72,000
321-302	Liquor Licenses	5,637	54,359	57,249	57,000	61,500	60,500
321-303	Contractor Licenses	48,200	44,410	46,620	40,000	47,000	45,000
321-304	Vendor/Solicitor Licenses	-	900	900	600	800	800
321-306	Animal Licenses	690	625	515	600	500	500
321-307	Penalties on Licenses	100	265	30,909	11,300	38,000	29,000
321-308	Multi-Family Licenses	80,813	92,323	92,265	90,900	92,175	92,175
321-309	Single Family Rental Licenses	98,750	111,850	85,525	115,000	115,000	115,000
322-301	Building Permits-Cook	281,032	324,935	325,251	250,000	290,000	290,000
322-303	Sign Permits	663	913	625	900	650	750
322-304	Video Gaming Terminal Permit	15,000	18,000	40,500	35,000	44,000	52,000
322-310	Wastewater Discharge	950	-	-	5,000	5,000	-
323-306	Land Use Development	5,025	6,825	10,900	-	7,325	-
323-307	Cable Franchise Fee	421,570	404,399	386,359	380,000	380,000	380,000
323-301	Solid Waste Franchise Fee	141,423	127,858	129,816	132,600	132,442	129,816
<b>Total Licenses and Permits</b>		<b>1,169,356</b>	<b>1,267,961</b>	<b>1,279,465</b>	<b>1,188,900</b>	<b>1,286,792</b>	<b>1,267,541</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources (Continued)</b>							
323-302	Building Reinspection Fee	1,362	1,300	1,100	800	650	600
323-303	Inspection Fees - Misc.	100	150	-	-	-	-
323-304	Plan Review-Engineering	-	-	3,297	-	7,148	-
323-305	Plan Review-Ins Svc. Fee	11,794	16,181	68,644	45,000	66,000	65,000
323-309	Parking Lot Meter Fees	158,625	155,155	166,871	164,997	160,000	161,004
323-310	Parking Lot Permit Fees	235,120	228,655	262,890	267,225	260,000	262,360
323-312	Ambulance Fees	806,265	672,848	830,154	750,000	920,763	870,000
323-313	CPR Fees	2,399	2,950	3,130	1,800	6,985	2,900
323-314	Vehicle Impoundment Fees	456,500	516,026	588,864	510,000	510,000	510,000
323-316	ADT Administrative Fee	6,013	6,138	6,334	6,000	6,400	6,400
323-317	Public Safety Admin Fee	4,760	2,120	2,900	2,000	2,260	1,000
323-318	Child Safety Seat Install	105	175	70	-	135	-
323-320	Highlighter Advertising Fee	950	-	-	-	-	-
323-321	Fire Training Course Fees	2,560	6,800	75	3,000	1,000	-
323-322	Overweight Vehicle Fee	-	10,970	6,135	7,500	7,500	7,500
323-323	Foreclosure Registration Fee	-	-	-	50,000	72,800	70,000
344-301	Water Sales-Cook County	3,799,690	3,553,542	3,558,648	3,540,000	3,550,000	3,550,000
344-302	Water Sales-DuPage County	3,545,269	3,491,137	3,354,251	3,440,000	3,325,000	3,325,000
344-303	Water Sales-Cook & DuPage County	2,979	8,625	33,926	-	375	-
345-301	Sewer Sales-Cook County	654,451	806,649	787,031	789,800	787,000	787,000
345-302	Sewer Sales-DuPage County	1,931,549	1,993,946	1,914,756	1,976,000	1,900,000	1,900,000
346-300	Water Penalties	307,501	314,842	327,180	300,000	307,000	300,000
347-301	Water Tap-On Fees-Cook	-	3,700	32,190	7,500	17,760	22,000
347-302	Water Tap-On Fees-DuPage	-	-	2,220	5,000	3,700	5,000
348-301	Sewer Tap-On Fees-Cook	-	-	24,974	7,000	28,834	22,000
348-302	Sewer Tap-On Fees-DuPage	-	-	2,175	5,000	3,626	5,000
349-301	Water Meters-Cook County	4,324	1,668	6,643	3,000	4,628	4,000
349-302	Water Meters-DuPage County	3,611	2,329	5,200	5,000	4,000	5,000
363-300	Printed Materials	7,981	7,748	7,373	7,000	7,000	7,000
364-300	Rental Income	418,710	360,302	365,068	372,400	365,400	366,400
389-309	Leachate Treatment	356,863	311,591	298,753	397,311	402,042	420,328
	<b>Total Charges for Services</b>	<b>12,719,481</b>	<b>12,475,546</b>	<b>12,660,849</b>	<b>12,663,333</b>	<b>12,728,006</b>	<b>12,675,492</b>
351-301	Traffic Fines-Cook	90,345	116,098	119,312	100,000	40,000	20,000
351-302	Traffic Fines-DuPage	47,363	53,959	76,523	55,000	170,000	195,000
351-303	Ordinance Violations	391,977	525,618	655,642	602,000	602,000	421,600
351-305	Police False Alarm Fines	7,450	7,150	6,225	7,500	7,500	7,500
351-306	DUI Fines	32,184	22,850	16,607	20,000	16,000	20,000
351-307	Fire False Alarm Fines	4,625	3,800	4,175	2,000	4,000	4,000
351-308	Traffic Court Supervision	15,215	18,780	20,741	15,000	15,000	-
351-309	Fines-Red Light Cameras	147,863	137,266	158,143	125,000	125,000	140,000
351-310	Kennel Fees	1,310	1,315	935	1,000	1,000	1,000
351-311	Violent Offender Reg. Fees	50	40	20	-	-	-
	<b>Total Fines and Forfeits</b>	<b>738,381</b>	<b>886,876</b>	<b>1,058,324</b>	<b>927,500</b>	<b>980,500</b>	<b>809,100</b>
361-300	Interest on Investments	277,619	569,962	1,165,059	563,901	996,155	761,382
362-300	Net Change in Fair Value	3,501,165	5,154,899	(4,184,803)	2,000,050	2,003,000	2,001,000
	<b>Total Investment Income</b>	<b>3,778,784</b>	<b>5,724,860</b>	<b>(3,019,744)</b>	<b>2,563,951</b>	<b>2,999,155</b>	<b>2,762,382</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources (Continued)</b>							
323-319	Elevator Inspection Fee	(100)	195	21	-	-	-
343-301	Infrastructure Charge Cook County	668,594	802,675	793,762	800,500	799,900	800,500
343-302	Infrastructure Charge DuPage County	681,822	783,846	778,696	781,800	777,000	777,600
365-360	Village Contributions Pension	3,374,416	3,681,001	4,004,968	4,216,480	4,216,480	4,626,725
365-370	Employee Contributions Police	520,286	517,272	547,137	543,600	546,895	560,900
365-371	Misc. Employee Contributions Fire	293,344	297,440	313,564	306,475	320,703	323,000
380-304	Property Damage	98	-	-	-	-	-
380-309	Reimbursed Exp. Miscellaneous	311,562	305,333	288,591	50,000	161,470	75,000
380-311	Reimbursed Exp.s MFT	2,100	495	-	-	-	-
380-327	Hazardous Materials	3,956	22,271	2,049	5,000	5,160	5,000
380-328	OJP Bullet Proof Vest Grant	-	6,905	1,513	1,200	1,200	4,800
389-301	Central Equipment Fund - General	930,784	871,555	870,460	1,001,569	1,001,569	1,034,138
389-303	Miscellaneous Income	134,724	292,982	130,288	120,000	92,200	90,000
389-307	Corporate Partnership Program	500	2,550	21,300	2,500	15,750	10,000
389-308	Loan Interest - SSA#6&DuPage M & M	12	11,048	7,551	3,567	3,566	290
389-312	Veteran's Memorial	250	440	180	-	220	-
389-313	Other Memorials	5,708	1,033	-	-	-	-
389-350	Central Equip Funding - W & S	378,559	361,585	432,155	419,829	419,829	430,407
389-352	IT Equip Funding - W & S	120,000	120,000	124,164	170,250	170,250	112,559
389-353	IT Equip Funding - General Fund	180,000	180,000	217,589	325,343	325,343	470,133
389-354	SCBA Funding - General Fund	-	-	28,012	38,012	38,012	38,012
<b>Total Miscellaneous</b>		<b>7,606,614</b>	<b>8,258,624</b>	<b>8,562,001</b>	<b>8,786,125</b>	<b>8,895,547</b>	<b>9,359,064</b>
391-301	Transfer from General Fund	1,197,396	1,678,155	2,190,805	3,169,342	3,169,342	1,194,544
391-305	Transfer from Road and Bridge	-	400,000	-	-	-	-
391-316	Transfer from SSA #6	-	-	-	66,528	66,528	70,088
391-350	Transfer from Water & Sewer	76,000	100,000	-	-	-	-
<b>Total Interfund Transfers</b>		<b>1,273,396</b>	<b>2,178,155</b>	<b>2,190,805</b>	<b>3,235,870</b>	<b>3,235,870</b>	<b>1,264,632</b>
392-301	Gain on Sale of Capital Assets	53,625	121,120	301,324	-	65,807	-
392-302	Loss on Sale of Capital Assets	-	(37,118)	-	-	-	-
<b>Total Other</b>		<b>53,625</b>	<b>84,002</b>	<b>301,324</b>	<b>-</b>	<b>65,807</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>		<b>62,934,862</b>	<b>66,833,593</b>	<b>60,585,651</b>	<b>65,630,294</b>	<b>68,762,216</b>	<b>70,236,097</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses</b>							
401-403	Refunds	77,819	95,865	60,346	200,000	180,000	200,000
401-411	Salaries-Regular	14,757,434	15,327,660	15,664,760	16,241,962	15,977,310	16,630,817
401-412	Salaries-Part Time	656,804	739,827	764,163	874,568	786,069	930,053
401-421	Overtime Compensation	1,520,616	1,407,023	1,372,239	1,178,768	1,446,327	1,266,152
401-422	Court Appearances	167,082	169,601	174,229	175,000	175,000	175,000
401-423	Holiday Pay	148,792	154,395	156,490	203,480	192,768	199,103
401-427	Language Proficiency	19,150	20,250	23,659	23,250	23,000	24,650
401-428	On-Call Premium Pay	31,505	31,573	29,594	30,332	31,025	30,332
401-429	Employee Incentive	12,026	12,441	14,072	12,500	12,500	12,500
401-441	State Retirement	1,574,801	962,082	932,727	828,105	808,656	947,575
401-442	Social Security	1,073,201	1,135,190	1,138,336	1,218,171	1,198,424	1,223,316
401-443	Police/Fire Pension	6,618,998	7,375,168	7,927,257	8,426,880	8,453,237	8,985,115
401-444	Employee Insurance	2,311,573	2,800,422	3,135,314	3,442,804	3,047,341	3,260,601
401-445	Special Pension	51,278	56,388	58,035	55,218	64,041	56,000
401-446	Unempl Compensation	25,821	36,629	39,188	18,000	9,000	8,500
401-450	OPEB	14,152	12,776	(59,892)	17,000	17,000	17,000
401-451	Comp. Abs & IMRF (GLTD)	-	960,908	67,997	-	-	-
<b>Total Personnel Services</b>		<b>29,061,054</b>	<b>31,298,199</b>	<b>31,498,513</b>	<b>32,946,038</b>	<b>32,421,698</b>	<b>33,966,714</b>
402-411	Office Supplies	84,572	79,998	92,465	86,079	84,456	89,515
402-413	Membership & Subscriptions	141,670	158,606	176,999	208,343	207,232	200,733
402-414	Books, Publications, Maps	7,420	5,726	21,549	20,466	20,429	19,046
402-421	Gasoline & Lube	173,393	166,740	212,895	219,500	213,050	215,250
402-422	Auto Parts & Accessories	85,228	100,243	104,473	91,000	91,000	91,000
402-423	Communication Parts	6,032	8,373	4,232	6,550	6,518	5,604
402-425	Ammunition	1,500	2,000	2,000	2,000	2,000	2,000
402-426	Bulk Chemicals	17,194	11,364	12,829	18,090	17,752	15,400
402-427	Materials & Supplies	538,669	484,607	491,648	517,442	492,979	606,763
402-428	Cleaning Supplies	26,257	25,754	28,529	27,805	29,223	27,700
402-429	Part & Access-Non Auto	51,590	71,417	57,165	58,228	54,246	53,340
402-431	Uniforms	79,701	89,783	85,199	100,935	100,390	100,075
402-433	Safety & Protective Equip	41,016	22,278	67,512	48,010	49,097	48,913
402-434	Small Tools	19,569	23,291	19,527	23,183	23,606	22,280
402-435	Evidence	4,953	4,667	5,129	5,000	5,000	5,000
402-436	Photo Supplies	1,738	1,190	1,339	1,000	1,100	1,000
402-437	Resale Merchandise	1,570	-	-	-	-	-
402-490	Employee Recognition	27,657	27,555	26,957	41,930	26,104	27,645
402-499	Miscellaneous Expense	13,632	5,041	13,810	6,750	6,490	6,750
<b>Total Commodities</b>		<b>1,323,359</b>	<b>1,288,634</b>	<b>1,424,258</b>	<b>1,482,311</b>	<b>1,430,672</b>	<b>1,538,014</b>
403-411	Telephone	271,901	241,186	243,396	237,292	248,415	239,568
403-412	Postage	92,605	119,027	108,412	124,373	113,385	123,055
403-413	Light & Power	223,526	223,504	219,312	250,640	234,595	248,640
403-414	Natural Gas	27,928	34,047	45,903	38,760	48,630	51,494
403-415	Street Lighting	62,502	65,321	50,387	60,000	51,000	60,000
403-416	Property Taxes	-	-	3,115	-	12,608	-
403-417	Tax Incentive Payments	2,427,737	2,444,429	3,069,039	3,000,000	3,025,000	3,225,000
403-421	Liability Insurance Program	818,199	934,433	613,221	1,032,454	1,070,679	1,187,131
403-431	M & R- Auto Equipment	86,850	75,322	91,197	78,500	78,500	78,500
403-432	M & R- Office Equipment	1,775	1,959	4,084	3,750	2,793	3,750
403-433	M & R- Comm Equipment	2,698	-	-	-	-	-
403-434	M & R- Buildings	110,540	102,525	118,191	132,895	142,101	124,045

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses (Continued)</b>							
403-435	M & R- Streets & Bridges	685,466	707,046	727,423	787,571	781,856	817,021
403-436	Maintenance Agreements	671,882	673,614	750,347	831,910	797,294	849,348
403-437	M & R- Other Equipment	23,470	26,004	37,815	37,800	35,300	36,700
403-438	M & R-Forestry	70,269	39,072	52,239	96,000	96,000	101,000
403-439	M & R-Accident Claims	1,910	41,084	17,240	5,000	10,000	10,000
403-441	M & R- Sewage Treat Plant	47,320	55,476	46,759	60,000	60,000	60,000
403-442	M & R- Sewer Lines	15,762	27,491	16,640	28,000	25,000	22,000
403-443	M & R- Wells	12,793	4,895	350	13,500	1,000	8,000
403-444	M & R- Water Mains	40,305	29,665	33,108	28,500	42,000	28,500
403-445	M & R- Water Tanks	5,030	12,315	314,680	326,400	302,900	10,400
403-446	M & R- Water Meters	5,760	13,930	-	2,000	2,000	2,000
403-451	Equipment Rentals	1,091,328	1,071,300	1,094,377	1,214,979	1,206,659	1,230,790
403-452	Vehicle Maint & Replace	1,309,343	1,233,140	1,302,615	1,421,398	1,421,398	1,464,545
403-453	Furniture Replacement	20,000	1,870	4,368	4,800	4,747	1,000
403-456	IT Equipment Maint & Replace	300,000	300,000	341,753	495,593	495,593	582,692
403-457	SCBA Maintenance & Replacement	-	-	28,012	38,012	38,012	38,012
403-461	Consulting Services	292,719	421,834	620,446	729,249	662,503	761,551
403-462	Legal Services	577,013	666,734	556,263	627,080	454,600	570,700
403-463	Auditing Services	35,463	39,585	37,113	38,817	36,889	36,607
403-464	Engineering Services	222,400	370,081	415,302	1,152,569	774,569	793,500
403-465	Medical Examinations	16,143	30,157	24,609	35,918	43,566	43,684
403-466	Investment Expense	84,203	86,179	89,212	95,620	93,600	98,000
403-467	Legal Publications	7,123	8,659	7,958	8,500	9,500	9,000
403-468	Uniform Rentals	4,907	5,403	5,884	5,000	6,800	5,000
403-469	Testing Services	29,849	30,746	45,583	39,455	34,000	40,720
403-470	Binding & Printing	42,696	43,838	27,610	29,700	28,650	30,185
403-471	Schools, Conf, Meetings	175,288	180,229	164,632	211,680	188,397	202,876
403-472	Transportation	31,240	21,413	20,379	30,481	25,225	31,880
403-473	Elected Officials Initiative	11,527	11,817	13,168	14,000	14,000	14,000
403-474	Tuition Reimbursement	-	-	3,673	12,000	12,000	7,455
403-478	Fire Corp	1,397	1,715	1,226	1,500	3,399	1,500
403-479	TIF Redevelopment Agreements	351,310	40,357	56,815	120,000	12,853	25,000
403-480	Bad Debt	153	-	-	-	-	-
403-482	JAWA-Fixed Cost	1,226,087	1,279,263	1,036,227	1,007,880	994,647	1,077,501
403-483	Shelter Inc	2,000	-	-	-	-	-
403-485	Miscellaneous Programs	15,891	17,668	11,687	21,800	21,800	24,300
403-486	Court Supervision	-	-	-	-	-	40,000
403-488	Pk Dist Youth Programs	2,475	-	-	-	-	-
403-489	IEPA Discharge Fee	18,500	18,500	20,000	18,500	21,000	21,000
403-491	Special Events	34,551	43,575	213,370	81,775	84,016	115,935
403-492	Drug Forfeiture	22,312	24,757	47,381	86,151	86,151	50,850
403-493	Depreciation	1,703,821	1,735,667	1,852,643	672,000	1,970,000	1,040,000
403-494	DUI Expense.	14,763	34,232	93,000	5,301	5,301	25,301
403-495	WAYS	2,000	-	-	-	-	-
403-496	Collection Service	-	488	2,536	2,000	5,650	4,000
403-497	JAWA-Operating Costs	3,436,232	3,546,392	3,890,856	3,773,298	3,850,000	3,909,380
403-498	Contingency	-	-	-	5,000	-	15,000
403-499	Miscellaneous Expenses	120,942	126,611	129,761	62,685	70,068	65,665
<b>Total Contractual Services</b>		<b>16,909,907</b>	<b>17,264,556</b>	<b>18,721,317</b>	<b>19,238,086</b>	<b>19,856,649</b>	<b>19,663,781</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Summary by Account-All Funds  
 Fiscal Year Ending December 31, 2020

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses (Continued)</b>							
411-400	Interest S.S.A.	14,501	11,072	7,431	3,567	3,567	290
411-403	Principal- G.O. Bonds	505,000	520,000	535,000	545,000	545,000	565,000
411-404	Interest- G.O. Bonds	136,813	126,713	116,313	104,275	104,275	90,650
411-418	Principal - IEPA Loan	346,541	232,911	114,319	36,694	36,692	-
411-421	Interest - IEPA Loan	15,290	6,750	3,219	482	482	-
411-429	Principal - 2010A Go Bonds	480,000	510,000	515,000	525,000	525,000	530,000
411-430	Interest - 2010A Go Bonds	776,130	758,218	736,643	713,941	713,941	688,866
Total Debt Service		<u>2,274,274</u>	<u>2,165,663</u>	<u>2,027,924</u>	<u>1,928,959</u>	<u>1,928,957</u>	<u>1,874,806</u>
412-401	Interfund General	55,593	(226,281)	62,663	66,528	66,528	70,088
412-403	Interfund MFT	-	400,000	-	-	-	-
412-404	Interfund Road & Bridge	-	-	325,953	2,098,878	2,098,878	572,000
412-431	General Capital Outlay	1,273,396	1,778,155	1,864,852	849,764	849,764	622,544
412-461	Interfund Central Equipment	-	-	-	220,700	220,700	-
Total Interfund Transfers		<u>1,328,989</u>	<u>1,951,874</u>	<u>2,253,468</u>	<u>3,235,870</u>	<u>3,235,870</u>	<u>1,264,632</u>
413-411	Land	-	-	120,000	250,000	-	-
413-421	Buildings	453,687	383,274	1,812,918	228,000	203,000	465,000
413-422	Impr Other Than Buildings	2,234,566	2,015,312	2,344,331	6,866,583	7,272,088	10,184,029
413-431	Office Equipment	286,609	737,548	542,803	394,500	354,406	375,000
413-432	Office Furniture & Fixtures	-	-	-	-	4,167	-
413-441	Automobiles	187,034	132,243	201,031	192,500	165,075	248,900
413-442	Trucks	2,360,529	805,415	685,025	488,700	478,210	479,400
413-443	Other Equipment	448,061	772,901	771,293	724,564	730,680	728,323
413-461	Sewage Treatment Plant	-	-	-	-	-	47,500
413-462	Sewer Lines	304,243	236,032	187,825	305,001	305,001	315,000
413-472	Water Mains	231,634	270,159	593,692	996,503	996,503	750,000
413-473	Water Wells	-	-	-	-	-	515,000
Total Capital Outlay		<u>6,506,363</u>	<u>5,352,883</u>	<u>7,258,919</u>	<u>10,446,351</u>	<u>10,509,130</u>	<u>14,108,152</u>
Total Expenditures and Other Financing Uses		<u>57,403,946</u>	<u>59,321,810</u>	<u>63,184,400</u>	<u>69,277,615</u>	<u>69,382,976</u>	<u>72,416,099</u>

VILLAGE OF HANOVER PARK, ILLINOIS  
Statement of Revenues, Expenditures and  
Changes in Fund Balance/Unassigned Net Assets (Estimated)  
Fiscal Year Ending December 31, 2020

	General Fund FY 2020	Special Revenue Funds											
		Motor Fuel Tax Fund FY 2020	Road and Bridge FY 2020	MWRD FY 2020	State Restricted FY 2020	Federal Restricted FY 2020	Foreign Fire Insurance Fund FY 2020	SSA #3 FY 2020	SSA #4 FY 2020	SSA #5 FY 2020	TIF #3 FY 2020	TIF #4 FY 2020	TIF #5 FY 2020
Total Revenues	\$ 36,821,725	\$ 1,557,000	\$ 1,833,800	\$ 1,289,800	\$ 43,665	\$ 1,150	\$ 41,500	\$ 17,678	\$ 20,759	\$ 172,081	\$ 2,040,000	\$ 25,850	\$ 10,450
Total Expenditures	\$ 37,194,003	\$ 2,000,000	\$ 1,846,132	\$ 1,579,325	\$ 115,651	\$ 500	\$ 30,000	\$ 27,506	\$ 40,368	\$ 174,403	\$ 4,891,000	\$ 45,000	\$ 30,000
Surplus(Deficit) Revenue Over Expenditures	\$ (372,278)	\$ (443,000)	\$ (12,332)	\$ (289,525)	\$ (71,986)	\$ 650	\$ 11,500	\$ (9,828)	\$ (19,609)	\$ (2,322)	\$ (2,851,000)	\$ (19,150)	\$ (19,550)
Beginning Fund Balance Unassigned Net Assets (Estimated) - January 1, 2020	22,062,490	444,102	13,047	359,214	219,028	14,010	102,543	35,725	38,183	155,030	5,570,847	(7,975)	(65,217)
Less: Restricted Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2020	\$ 21,690,212	\$ 1,102	\$ 715	\$ 69,689	\$ 147,042	\$ 14,660	\$ 114,043	\$ 25,897	\$ 18,574	\$ 152,708	\$ 2,719,847	\$ (27,125)	\$ (84,767)
Percentage of FY 2020 Expenditures	<u>58.32%</u>												

Fund Balance applies to General, Special Revenue Funds.

VILLAGE OF HANOVER PARK, ILLINOIS  
Statement of Revenues, Expenditures and  
Changes in Fund Balance/Unassigned Net Assets (Estimated)  
Fiscal Year Ending December 31, 2020

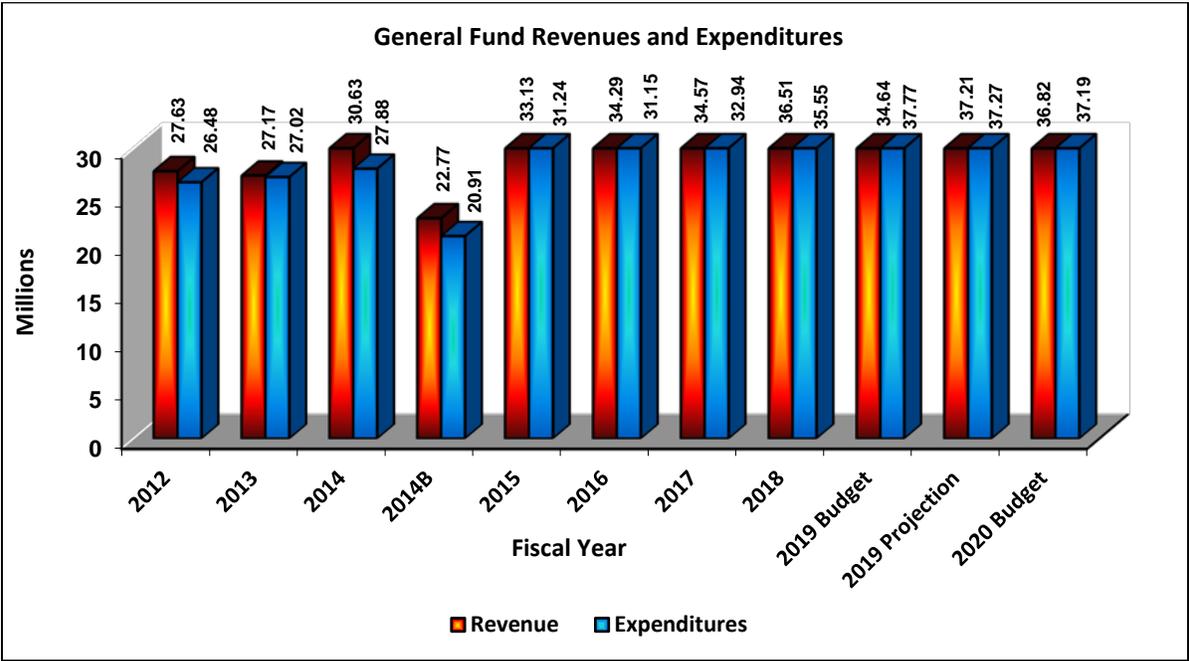
	Debt Service Funds			Capital Project Funds		Enterprise Funds		Internal Service Funds		Pension Trust Funds	
	2011 GO Bond Fund FY 2020	2010 GO Bond Fund FY 2020	2010A GO Bond Fund FY 2020	SSA #6 FY 2020	General Capital Project Fund FY 2020	Water & Sewer Fund FY 2020	Municipal Commuter Lot FY 2020	Central Equipment FY 2020	I.T. Equipment Fund FY 2020	Police Pension Fund FY 2020	Fire Pension Fund FY 2020
Total Revenues	\$ 658,650	\$ 764,628	\$ 459,238	\$ 75,580	\$ 865,556	\$ 12,125,928	\$ 1,729,764	\$ 1,364,978	\$ 585,692	\$ 4,796,877	\$ 2,933,748
Total Expenditures	\$ 657,150	\$ 763,128	\$ 458,738	\$ 75,100	\$ 1,236,323	\$ 12,395,039	\$ 1,758,583	\$ 1,950,300	\$ 375,000	\$ 3,031,420	\$ 1,741,430
Surplus(Deficit) Revenue Over Expenditures	\$ 1,500	\$ 1,500	\$ 500	\$ 480	\$ (370,767)	\$ (269,111)	\$ (28,819)	\$ (585,322)	\$ 210,692	\$ 1,765,457	\$ 1,192,318
Beginning Fund Balance Unassigned Net Assets (Estimated) - January 1, 2020	130,114	214,631	108,015	10,211	781,788	8,491,032	46,770	5,374,857	454,765	32,837,887	19,611,545
Less: Restricted Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2020	\$ 131,614	\$ 216,131	\$ 108,515	\$ 73,355	\$ 411,021	\$ 8,221,921	\$ 107,951	\$ 5,739,535	\$ 665,457	\$ 34,603,344	\$ 20,803,863
Percentage of FY 2020 Expenditures											

Fund Balance applies to Debt Services & Capital Funds. Unrestricted Net Position applies to Enterprise, Internal Service and Trust and Agency Funds.

# GENERAL FUND

The General Fund accounts for resources traditionally associated with the Village operations, which are not required legally or by sound financial management to be accounted for in another fund. The Village’s General Fund is categorized into functional areas as follows:

- Village Board, Village Clerk, Committees and Commissions
- Administrative Services
- Finance Department
- Public Works Department
- Fire Department
- Police Department
- Community Development Department

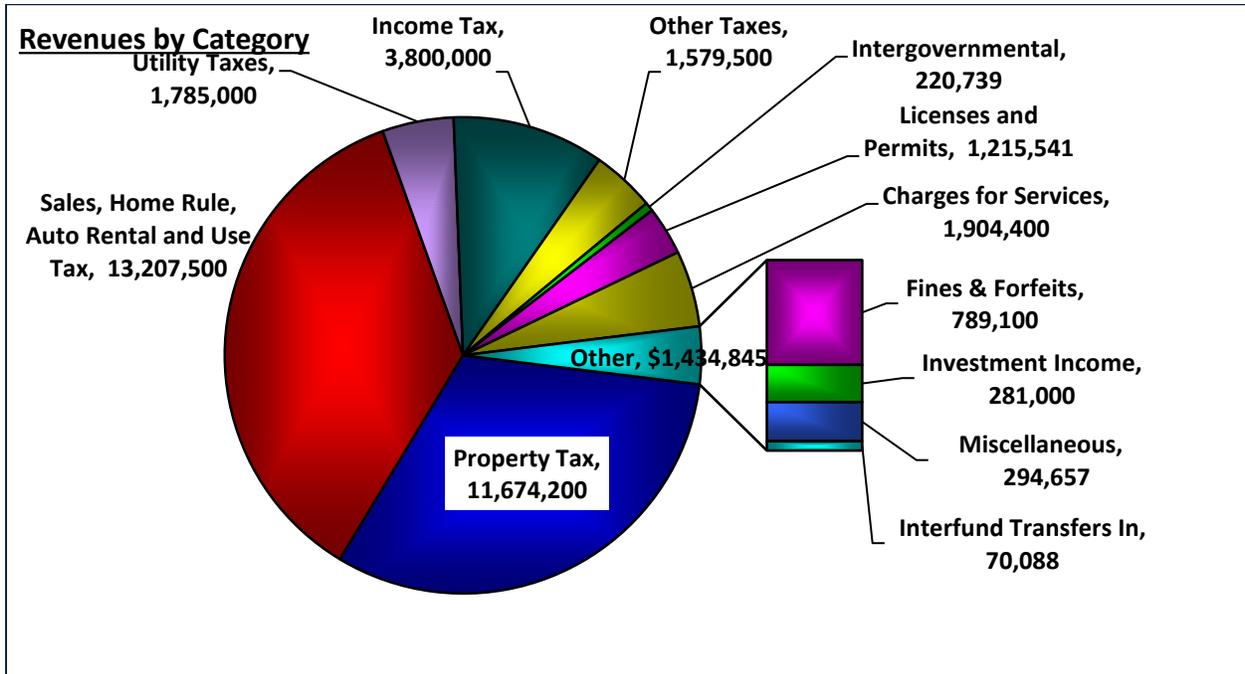


2012 – 2018: Actual Revenues and Expenditures

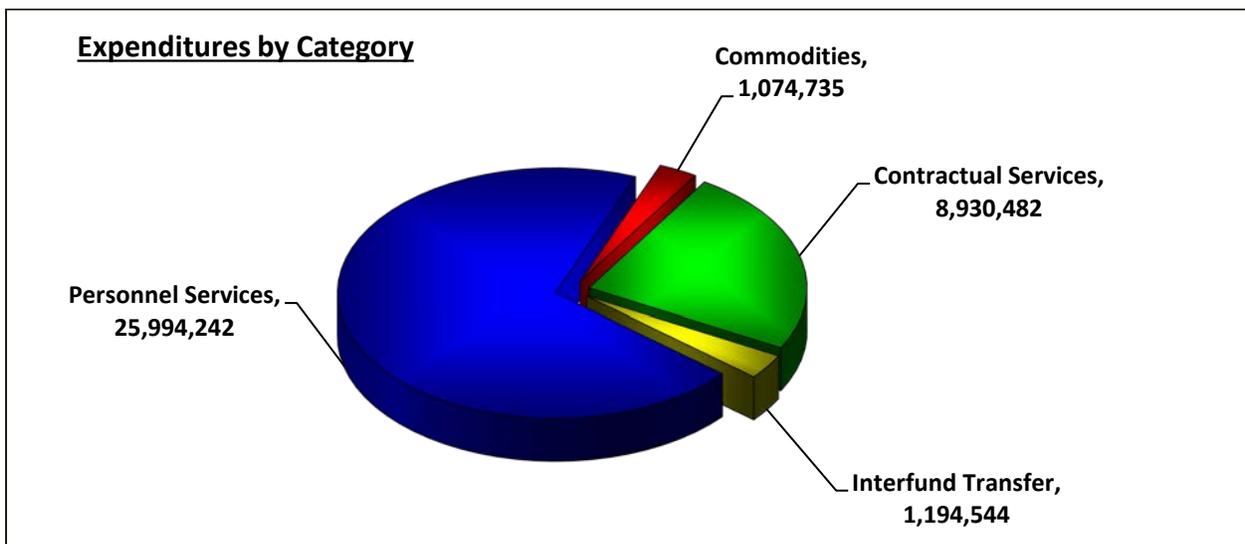
General Fund	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	27,173,005	30,627,230	22,770,829	33,126,656	34,291,821	34,573,365	36,512,716	34,637,272	37,213,985	36,821,725
Expenditures	27,019,833	27,882,634	20,912,406	31,242,853	31,151,413	32,938,297	35,553,157	37,770,172	37,266,961	37,194,003
Difference	153,172	2,744,596	1,858,423	1,883,803	3,140,408	1,635,068	959,559	(3,132,900)	(52,976)	(372,278)

A planned use of fund balance of \$375,000 for the Fire Station #2 design is included in the transfer Out to Capital Project Fund. There is a surplus of \$2,722 before the planned use of fund balance. Total General Fund expenditures for FY2020 exceeds revenues for FY2020 by \$372,278 including the Fire Station #2 design. The ending fund balance for the General Fund remain within the approved Village fund balance policy of 25%.

## GENERAL FUND FY2020 Budget



Property tax revenue accounts for 31.70% and is the largest revenue source in the General Fund. The Corporate portion of property tax levy increased by 0.12% or \$13,700 for FY2020 compared to FY2019, but the overall property tax levy did not increase. The decrease in Debt Service schedule levy of \$13,700 is added to the Corporate levy. Overall budgeted revenues increased by 6.31% or \$2,184,453 over the FY2019 Adopted Budget.



Personnel Services accounts for 69.89% of General Fund budget. For FY2020 General Fund budgeted expenditures decreased by 1.53% or \$576,169 over the FY2019 Adopted Budget.

VILLAGE OF HANOVER PARK, ILLINOIS  
 General Fund Budget Summary  
 Calendar Year Ending December 31, 2020

Fund	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
Taxes	\$ 26,353,874	\$ 26,703,920	\$ 27,759,237	\$ 26,764,000	\$ 28,111,500	\$ 28,246,200
Intergovernmental Revenue	3,816,224	3,617,568	3,808,020	3,575,360	4,118,781	4,020,739
Licenses & Permits	1,153,406	1,249,961	1,238,965	1,148,900	1,237,792	1,215,541
Charges for Services	1,719,499	1,603,707	1,880,744	1,753,100	1,971,641	1,904,400
Fines & Forfeits	690,932	845,205	1,020,955	892,500	949,500	789,100
Investment Income	68,859	128,427	378,088	150,050	383,000	281,000
Miscellaneous	489,026	424,576	426,708	286,834	375,243	294,657
Interfund Transfers IN	-	-	-	66,528	66,528	70,088
<b>Totals</b>	<b>34,291,821</b>	<b>34,573,365</b>	<b>36,512,716</b>	<b>34,637,272</b>	<b>37,213,985</b>	<b>36,821,725</b>
<b>Expenditures and Other Financing Uses</b>						
Personnel Services	22,006,657	23,257,879	24,231,952	25,103,563	24,581,426	25,994,242
Commodities	923,335	978,866	1,038,831	1,075,467	1,063,357	1,074,735
Contractual Services	7,024,025	7,023,397	8,091,569	8,421,800	8,452,836	8,930,482
Interfund Transfer	1,197,396	1,678,155	2,190,805	3,169,342	3,169,342	1,194,544
<b>Totals</b>	<b>31,151,413</b>	<b>32,938,297</b>	<b>35,553,157</b>	<b>37,770,172</b>	<b>37,266,961</b>	<b>37,194,003</b>
<b>Net Change in Fund Balance</b>	<b>\$ 3,140,407</b>	<b>\$ 1,635,069</b>	<b>\$ 959,559</b>	<b>\$ (3,132,900)</b>	<b>\$ (52,976)</b>	<b>\$ (372,278)</b>
Assigned	381,659	\$ 324,481	\$ 293,222	\$ 293,222	\$ 293,222	\$ 293,222
Unassigned	\$ 19,432,402	\$ 21,124,649	\$ 22,115,466	\$ 18,982,566	\$ 22,062,490	\$ 21,690,212
<b>Ending Fund Balance</b>	<b>\$ 19,814,061</b>	<b>\$ 21,449,130</b>	<b>\$ 22,408,688</b>	<b>\$ 19,275,788</b>	<b>\$ 22,355,712</b>	<b>\$ 21,983,434</b>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Revenue Summary by Account**  
**Fiscal Year Ending December 31, 2020**

**Fund 010 - General Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Property Taxes Real Property	\$ 11,842,674	\$ 11,736,407	\$ 11,672,455	\$ 11,660,500	\$ 11,660,500	\$ 11,674,200
312-301 Telecommunications Tax	690,765	600,186	509,962	410,000	402,000	310,000
312-302 Natural Gas Tax	192,588	214,965	467,930	415,000	471,000	475,000
312-303 Electric Tax	1,012,647	973,072	1,019,292	990,000	1,000,000	1,000,000
313-301 Sales Tax	5,911,386	6,395,188	6,757,407	6,500,000	7,100,000	7,200,000
313-302 Use Tax	922,304	982,230	1,115,475	1,000,000	1,200,000	1,215,000
313-303 Home Rule Sales Tax	3,851,280	4,197,024	4,481,756	4,200,000	4,680,000	4,780,000
313-304 Real Estate Transfer Tax	711,026	391,534	431,473	383,000	390,000	385,000
313-305 Hotel / Motel Tax	44,881	44,408	44,535	44,500	44,500	44,500
314-301 Prepared Food Tax	1,160,415	1,156,763	1,246,156	1,150,000	1,150,000	1,150,000
314-307 Auto Rental Tax	13,908	12,143	12,797	11,000	13,500	12,500
<b>Total Taxes</b>	<b>26,353,874</b>	<b>26,703,920</b>	<b>27,759,237</b>	<b>26,764,000</b>	<b>28,111,500</b>	<b>28,246,200</b>
331-301 Personal Property Replacement	86,782	100,410	81,292	78,000	80,000	80,000
331-302 State Income Tax	3,696,445	3,487,788	3,636,525	3,450,000	3,975,000	3,800,000
332-301 State Grants	-	-	9,949	-	11,421	48,379
380-303 ILETSB Boards	-	857	-	-	-	-
380-317 DuPage City Mowing Reimb.	10,360	16,910	16,910	16,910	16,910	16,910
380-326 ILEAS Reimbursement	928	232	448	450	450	450
380-306 Police Programs	1,700	2,371	53,295	25,000	25,000	25,000
380-307 Expenditures Fire	20,009	9,000	9,600	5,000	10,000	50,000
<b>Total Intergovernmental Revenues</b>	<b>3,816,224</b>	<b>3,617,568</b>	<b>3,808,020</b>	<b>3,575,360</b>	<b>4,118,781</b>	<b>4,020,739</b>
321-301 Business Licenses	69,504	80,300	72,031	70,000	72,400	72,000
321-302 Liquor Licenses	5,637	54,359	57,249	57,000	61,500	60,500
321-303 Contractor's Licenses	48,200	44,410	46,620	40,000	47,000	45,000
321-304 Vendor / Solicitor Licenses	-	900	900	600	800	800
321-306 Animal Licenses	690	625	515	600	500	500
321-307 Penalties on Licenses	100	265	30,909	11,300	38,000	29,000
321-308 Multi - Family Licenses	80,813	92,323	92,265	90,900	92,175	92,175
321-309 Single Family Rental Licenses	98,750	111,850	85,525	115,000	115,000	115,000
322-301 Building Permits - Cook	281,032	324,935	325,251	250,000	290,000	290,000
322-303 Sign Permits	663	913	625	900	650	750
323-306 Land Use Development	5,025	6,825	10,900	-	7,325	-
323-307 Cable Franchise Fee	421,570	404,399	386,359	380,000	380,000	380,000
323-301 Solid Waste Franchise Fee	141,423	127,858	129,816	132,600	132,442	129,816
<b>Total Licenses and Permits</b>	<b>1,153,406</b>	<b>1,249,961</b>	<b>1,238,965</b>	<b>1,148,900</b>	<b>1,237,792</b>	<b>1,215,541</b>
323-312 Ambulance Fee	806,265	672,848	830,154	750,000	920,763	870,000
323-304 Plan Review - Engineer Fee	-	-	3,297	-	7,148	-
323-305 Plan Review - Insp Svc. Fee	11,794	16,181	68,644	45,000	66,000	65,000
323-302 Building Reinspection Fee	1,362	1,300	1,100	800	650	600
323-314 Vehicle Impoundment Fee	456,500	516,026	588,864	510,000	510,000	510,000
323-313 CPR Fee	2,399	2,950	3,130	1,800	6,985	2,900
323-316 ADT Administrative Fee	6,013	6,138	6,334	6,000	6,400	6,400

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Revenue Summary by Account**  
**Fiscal Year Ending December 31, 2020**

**Fund 010 - General Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources (Continued)</b>						
323-317 Public Safety Application Fee	4,760	2,120	2,900	2,000	2,260	1,000
323-318 Child Safety Seat Install Fee	105	175	70	-	135	-
323-303 Inspection Fee - Misc. / TCO	100	150	-	-	-	-
323-320 Highlighter Advertising Fee	950	-	-	-	-	-
323-321 Fire Training Course Fee	2,560	6,800	75	3,000	1,000	-
323-322 Overweight Vehicle Fee	-	10,970	6,135	7,500	7,500	7,500
323-323 Foreclosure Registration Fee	-	-	-	50,000	72,800	70,000
363-300 Printed Materials	7,981	7,748	7,373	7,000	7,000	7,000
364-300 Rental Income	418,710	360,302	362,668	370,000	363,000	364,000
<b>Total Charges for Services</b>	<b>1,719,499</b>	<b>1,603,707</b>	<b>1,880,744</b>	<b>1,753,100</b>	<b>1,971,641</b>	<b>1,904,400</b>
351-301 Traffic Fines - Cook	90,345	116,098	119,312	100,000	40,000	20,000
351-302 Traffic Fines - DuPage	47,363	53,959	76,523	55,000	170,000	195,000
351-303 Ordinance Violations	391,977	525,618	655,642	602,000	602,000	421,600
351-305 Police False Alarm Fines	7,450	7,150	6,225	7,500	7,500	7,500
351-307 Fire False Alarm Fines	4,625	3,800	4,175	2,000	4,000	4,000
351-309 Red Light Camera	147,863	137,266	158,143	125,000	125,000	140,000
351-310 Kennel Fees	1,310	1,315	935	1,000	1,000	1,000
<b>Total Fines and Forfeits</b>	<b>690,932</b>	<b>845,205</b>	<b>1,020,955</b>	<b>892,500</b>	<b>949,500</b>	<b>789,100</b>
361-300 Interest On Investments	68,289	128,144	376,804	150,000	380,000	280,000
362-300 Net Change In Fair Value	570	282	1,284	50	3,000	1,000
<b>Total Investment Income</b>	<b>68,859</b>	<b>128,427</b>	<b>378,088</b>	<b>150,050</b>	<b>383,000</b>	<b>281,000</b>
323-319 Elevator Inspection Fee	(100)	195	21	-	-	-
380-309 Expenditures Miscellaneous	216,119	129,687	158,929	50,000	150,000	75,000
380-327 Hazardous Materials	3,956	22,271	2,049	5,000	5,160	5,000
380-328 OJP Bullet Proof Vest Grant	-	6,905	1,513	1,200	1,200	4,800
389-303 Miscellaneous Income	118,973	102,353	85,778	75,000	50,000	50,000
389-307 Corporate Partnership Program	500	2,550	21,300	2,500	15,750	10,000
389-308 Loan Interest - SSA#6&DuPage M & N	12	11,048	7,551	3,567	3,566	290
389-350 Central Equip Funding - W & S	149,567	149,567	149,567	149,567	149,567	149,567
<b>Total Miscellaneous</b>	<b>489,026</b>	<b>424,576</b>	<b>426,708</b>	<b>286,834</b>	<b>375,243</b>	<b>294,657</b>
391-316 SSA #6	-	-	-	66,528	66,528	70,088
<b>Total Interfund Transfers IN</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>66,528</b>	<b>66,528</b>	<b>70,088</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 34,291,821</b>	<b>\$ 34,573,365</b>	<b>\$ 36,512,716</b>	<b>\$ 34,637,272</b>	<b>\$ 37,213,985</b>	<b>\$ 36,821,725</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
Expenditure Summary by Account  
Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses</b>							
401-411	Salaries - Regular	\$ 12,693,660	\$ 13,134,403	\$ 13,546,861	\$ 13,969,727	\$ 13,712,581	\$ 14,384,651
401-412	Salaries - Part - Time	637,930	722,401	744,559	844,514	768,869	906,413
401-421	Overtime Compensation	1,344,747	1,272,532	1,198,322	1,042,270	1,289,604	1,131,702
401-422	Court Appearances	167,022	169,601	174,229	175,000	175,000	175,000
401-423	Holiday Pay	148,792	154,395	156,490	203,480	192,768	199,103
401-427	Language Proficiency	19,150	20,250	23,659	23,250	23,000	24,650
401-428	On Call Premium Pay	8,670	9,502	7,607	10,030	8,500	10,030
401-429	Employee Incentive	12,026	12,441	14,072	12,500	12,500	12,500
401-441	State Retirement	658,493	644,650	632,152	574,878	541,189	648,507
401-442	Social Security	900,935	958,127	964,943	1,021,811	1,008,351	1,038,510
401-443	Police / Fire Pension	3,374,416	3,680,963	4,003,751	4,216,480	4,216,480	4,626,725
401-444	Employee Insurance	1,963,510	2,387,427	2,670,011	2,937,405	2,560,043	2,772,951
401-445	Special Pension	52,774	56,388	58,035	55,218	64,041	56,000
401-446	Unemployment Compensation	24,530	34,797	37,261	17,000	8,500	7,500
<b>Total Personnel Services</b>		<b>22,006,657</b>	<b>23,257,879</b>	<b>24,231,952</b>	<b>25,103,563</b>	<b>24,581,426</b>	<b>25,994,242</b>
402-411	Office Supplies	82,624	77,114	90,347	83,235	81,862	86,657
402-413	Memberships / Subscriptions	111,353	120,121	137,468	152,339	152,047	144,451
402-414	Books / Publications / Maps	7,149	5,726	21,549	20,466	20,429	19,046
402-421	Gasoline & Lube	173,035	165,794	212,584	219,000	212,550	214,750
402-422	Automotive Parts	85,228	100,243	104,473	91,000	91,000	91,000
402-423	Communications Parts	6,032	8,373	4,232	6,550	6,518	5,604
402-425	Ammunition	1,500	2,000	2,000	2,000	2,000	2,000
402-426	Bulk Chemicals	2,703	3,795	4,171	4,630	4,952	4,600
402-427	Materials & Supplies	236,144	243,937	230,979	238,596	243,633	266,397
402-428	Cleaning Supplies	25,811	23,808	27,864	26,805	27,323	25,800
402-429	Parts & Accessories - Non - Auto	35,731	66,310	51,181	48,928	50,246	47,340
402-431	Uniforms	76,748	86,199	79,249	95,235	94,790	94,975
402-433	Safety & Protective Equipment	22,784	16,941	16,641	16,180	19,067	16,800
402-434	Small Tools	17,178	20,139	15,972	18,823	20,246	17,920
402-435	Evidence	4,953	4,667	5,129	5,000	5,000	5,000
402-436	Photo Supplies	1,311	1,190	1,339	1,000	1,100	1,000
402-490	Employee Recognition	30,066	27,555	26,957	41,930	26,104	27,645
402-499	Miscellaneous Expense	2,985	4,954	6,696	3,750	4,490	3,750
<b>Total Commodities</b>		<b>923,335</b>	<b>978,866</b>	<b>1,038,831</b>	<b>1,075,467</b>	<b>1,063,357</b>	<b>1,074,735</b>
403-411	Telephone	199,095	185,156	185,843	184,764	194,569	180,965
403-412	Postage	50,179	56,243	54,392	55,555	50,435	55,105
403-413	Light & Power	1,616	1,446	1,522	1,800	1,595	1,800
403-414	Natural Gas	18,493	23,896	32,817	24,000	33,500	35,000
403-417	Tax Incentive Payments	2,427,737	2,444,429	3,069,039	3,000,000	3,025,000	3,225,000
403-421	Liability Insurance Program	531,414	513,921	359,721	602,506	633,385	679,697
403-431	M & R - Auto Equipment	86,850	75,322	91,197	78,500	78,500	78,500
403-432	M & R - Office Equipment	1,775	1,959	4,084	3,750	2,793	3,750
403-434	M & R - Buildings	59,342	82,486	99,930	73,600	82,806	97,750
403-435	M & R - Streets & Bridges	250,599	236,783	342,815	308,571	308,571	323,021
403-436	Maintenance Agreements	516,078	523,645	607,370	630,079	607,431	644,941
403-437	M & R - Other Equipment	16,840	19,234	22,239	20,000	20,000	17,000
403-438	Maintenance - Forestry	70,269	39,072	52,239	96,000	96,000	96,000

VILLAGE OF HANOVER PARK, ILLINOIS  
Expenditure Summary by Account  
Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses (Continued)</b>							
403-439	M & R - Accident Claims	1,910	41,084	17,240	5,000	10,000	10,000
403-451	Equipment Rentals	733,908	742,893	766,303	813,786	810,941	820,912
403-452	Vehicle Maintenance & Replacemen	903,146	871,555	870,460	1,001,569	1,001,569	1,034,138
403-453	Furniture Replacement	20,000	1,870	4,368	4,800	4,747	1,000
403-456	IT Equipment Maint. & Replacemnt	180,000	180,000	217,589	325,343	325,343	470,133
403-457	SCBA Maintenance & Replacement	-	-	28,012	38,012	38,012	38,012
403-461	Consulting Services	181,054	226,021	358,763	312,469	292,689	228,901
403-462	Legal Services	371,780	348,875	368,529	378,480	382,100	382,100
403-463	Auditing Services	23,230	26,957	24,123	25,406	25,203	24,687
403-465	Medical Examinations	16,143	30,157	24,609	34,418	41,421	42,184
403-467	Legal Publications	7,123	8,659	7,958	8,500	9,500	9,000
403-468	Uniform Rentals	4,907	5,403	5,884	5,000	6,800	5,000
403-469	Testing Services	3,407	2,116	2,390	2,500	2,500	2,500
403-470	Binding & Printing	25,306	23,752	10,441	8,700	8,150	9,185
403-471	Schools / Conferences / Meetings	170,396	175,168	158,241	195,501	176,447	185,642
403-472	Transportation	30,339	20,911	19,891	29,881	24,725	31,280
403-473	Elected Officials Initiative	11,527	11,817	13,168	14,000	14,000	14,000
403-474	Tuition Reimbursement	-	-	3,673	12,000	12,000	7,455
403-478	Fire Corp	1,397	1,715	1,226	1,500	3,399	1,500
403-485	Miscellaneous Programs	15,891	17,668	11,687	21,800	21,800	24,300
403-489	IEPA Discharge Fee	1,000	1,000	-	1,000	1,000	1,000
403-491	Special Events	34,551	43,575	213,370	81,775	84,016	115,935
403-496	Collection Fee Service	-	488	2,536	2,000	5,650	4,000
403-498	Contingency	-	-	-	5,000	-	15,000
403-499	Miscellaneous Expense	56,728	38,121	37,901	14,235	16,239	14,089
<b>Total Contractual Services</b>		<b>7,024,026</b>	<b>7,023,397</b>	<b>8,091,569</b>	<b>8,421,800</b>	<b>8,452,836</b>	<b>8,930,482</b>
412-404	Road & Bridge	-	-	325,953	2,098,878	2,098,878	572,000
412-431	General Capital Outlay	1,197,396	1,678,155	1,864,852	849,764	849,764	622,544
412-461	Central Equipment	-	-	-	220,700	220,700	-
<b>Total Interfund Transfers</b>		<b>1,197,396</b>	<b>1,678,155</b>	<b>2,190,805</b>	<b>3,169,342</b>	<b>3,169,342</b>	<b>1,194,544</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 31,151,413</b>	<b>\$ 32,938,297</b>	<b>\$ 35,553,157</b>	<b>\$ 37,770,172</b>	<b>\$ 37,266,961</b>	<b>\$ 37,194,003</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
Expenditure Budget Summary by Department  
Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Cost Center	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
1100	President and Board of Trustees	\$ 119,560	\$ 120,224	\$ 121,712	\$ 127,154	\$ 126,627	\$ 126,100
1200	Village Clerk	91,049	98,975	120,583	122,421	130,199	184,047
1250	Village Collector	85,706	98,052	101,375	100,075	100,616	98,079
1350	Environmental & Utility Committee	240	282	488	375	375	375
1400	Special Events Committee	-	-	176,419	40,100	40,450	41,800
1450	Historical Commission	-	-	198	1,850	1,400	2,850
1600	CI & D Committee	3,163	2,686	3,784	3,550	3,550	3,750
1650	Sister Cities Committee	6,963	4,771	4,567	5,590	5,610	6,120
1700	Citizens Corp Council	222	368	1,690	850	850	850
1750	Veterans Committee	702	770	2,552	1,750	2,159	1,750
1800	Development Commission	75	636	171	800	706	800
1950	Economic Development Committee	3,850	4,277	5,685	4,860	4,642	5,461
Total Village Board, Clerk, Committees and Commissions		<u>311,531</u>	<u>331,041</u>	<u>539,223</u>	<u>409,375</u>	<u>417,184</u>	<u>471,982</u>
4100	Village Manager	426,471	574,724	630,943	634,500	642,363	638,798
4400	Human Resources Department	376,024	416,477	462,334	529,762	504,414	486,741
4600	Special Events	12,025	12,612	-	-	-	-
4700	Information Technology	1,014,787	1,017,240	1,197,375	1,297,161	1,291,630	1,466,419
Total Administrative Services		<u>1,829,306</u>	<u>2,021,052</u>	<u>2,290,652</u>	<u>2,461,423</u>	<u>2,438,407</u>	<u>2,591,958</u>
3100	Administration	167,841	177,734	157,817	178,730	179,691	192,639
3200	Collections	163,400	177,820	181,921	178,655	181,397	185,568
3300	General Accounting	229,061	208,917	212,395	189,730	194,845	197,613
3500	General Administrative Services	1,023,759	1,030,013	905,162	1,661,316	1,202,220	1,233,782
Total Finance Department		<u>1,584,061</u>	<u>1,594,484</u>	<u>1,457,295</u>	<u>2,208,431</u>	<u>1,758,153</u>	<u>1,809,602</u>
6100	Administration	165,716	166,545	163,932	170,872	174,409	176,943
6200	Streets	1,448,762	1,479,377	1,566,151	1,598,543	1,584,057	1,656,031
6300	Forestry	495,234	448,051	530,842	594,886	602,120	609,113
6400	Public Buildings	590,997	611,774	673,141	624,182	630,560	634,181
6500	Fleet Services	851,498	886,204	895,746	887,963	879,728	885,402
6600	Engineering	322,222	389,286	408,081	513,020	444,978	486,816
Total Public Works Department		<u>3,874,429</u>	<u>3,981,237</u>	<u>4,237,893</u>	<u>4,389,466</u>	<u>4,315,852</u>	<u>4,448,486</u>
7100	Fire Administration	649,294	619,357	648,274	652,327	661,469	711,589
7200	Fire Suppression	5,760,256	6,124,847	6,438,966	6,461,257	6,725,562	6,851,853
7300	Inspectional Services	604,787	662,860	701,435	688,491	703,754	759,215
7400	Non-Emergency 911	43,104	45,020	48,160	48,827	49,274	50,364
Total Fire Department		<u>7,057,442</u>	<u>7,452,084</u>	<u>7,836,835</u>	<u>7,850,902</u>	<u>8,140,059</u>	<u>8,373,021</u>
8100	Police Administration	902,867	859,096	960,104	903,072	915,414	903,487
8200	Patrol	7,535,283	7,891,893	8,182,633	8,294,343	8,348,393	9,187,964
8300	Investigations	1,808,016	1,946,425	2,034,847	2,046,608	1,894,778	1,988,999
8400	Community Services	95,963	97,839	98,466	102,039	100,910	102,083
8500	Staff Services	1,683,874	1,705,083	1,751,329	1,896,540	1,787,946	1,823,639
8600	Protection & Safety Services	11,846	10,622	5,867	10,136	10,136	9,216
8700	Code Enforcement	456,115	537,500	501,929	554,478	529,812	565,168
Total Police Department		<u>12,493,963</u>	<u>13,048,458</u>	<u>13,535,176</u>	<u>13,807,216</u>	<u>13,587,389</u>	<u>14,580,556</u>
9200	Economic Development	2,803,285	2,831,784	3,465,279	3,474,017	3,440,575	3,723,854
Total Community Development		<u>2,803,285</u>	<u>2,831,784</u>	<u>3,465,279</u>	<u>3,474,017</u>	<u>3,440,575</u>	<u>3,723,854</u>
9900	Interfund Transfers	1,197,396	1,678,155	2,190,805	3,169,342	3,169,342	1,194,544
Total General Fund		<u>\$ 31,151,413</u>	<u>\$ 32,938,297</u>	<u>\$ 35,553,157</u>	<u>\$ 37,770,172</u>	<u>\$ 37,266,961</u>	<u>\$ 37,194,003</u>

## INTER-FUND TRANSFERS

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### COST CONTROL CENTER

Inter-Fund Transfer	9900
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VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 9900 - Interfund Transfers

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
412-404	Road & Bridge	\$ -	\$ -	\$ 325,953	\$ 2,098,878	\$ 2,098,878	\$ 572,000
412-431	General Capital Outlay	1,197,396	1,678,155	1,864,852	849,764	849,764	622,544
412-461	Central Equipment	-	-	-	220,700	220,700	-
Total Interfund Transfer		<u>1,197,396</u>	<u>1,678,155</u>	<u>2,190,805</u>	<u>3,169,342</u>	<u>3,169,342</u>	<u>1,194,544</u>
Total Interfund Transfer		<u>\$ 1,197,396</u>	<u>\$ 1,678,155</u>	<u>\$ 2,190,805</u>	<u>\$ 3,169,342</u>	<u>\$ 3,169,342</u>	<u>\$ 1,194,544</u>

# VILLAGE BOARD

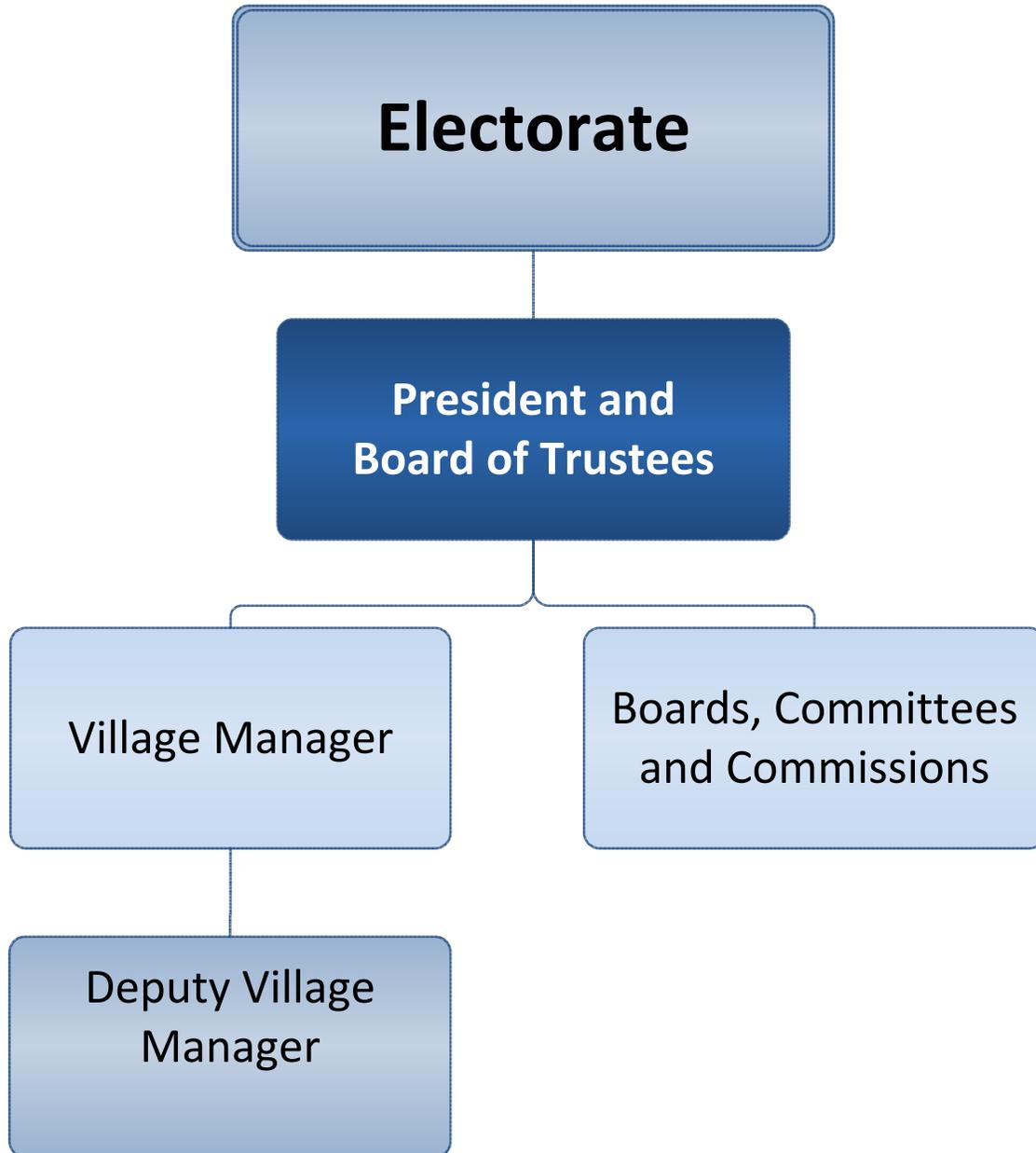
## VILLAGE CLERK

### COMMITTEES AND COMMISSIONS

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#### Cost Control Centers

Village President and Board of Trustees	1100
Village Clerk / Special Events	1200
Village Collector	1250
Environmental Committee	1350
Special Events Committee	1400
Historical Commission	1450
Cultural Inclusion & Diversity Committee	1600
Sister Cities Committee	1650
Citizens Corp Council	1700
Veterans Committee	1750
Development Commission	1800
Hanover Park CONECT Committee	1950



**PURPOSE STATEMENT**

The mission of the Village is to provide responsive and effective municipal services toward the goal of maintaining a good quality of life for residents and businesses within the community.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Village President and Board of Trustees are the elected representatives and policy makers for the Village of Hanover Park. Their function is to formulate policies and ordinances necessary to guide the orderly development and administration of the Village. The Village Board also serves the residents through a system of public participation, public board meetings, and boards and commissions.

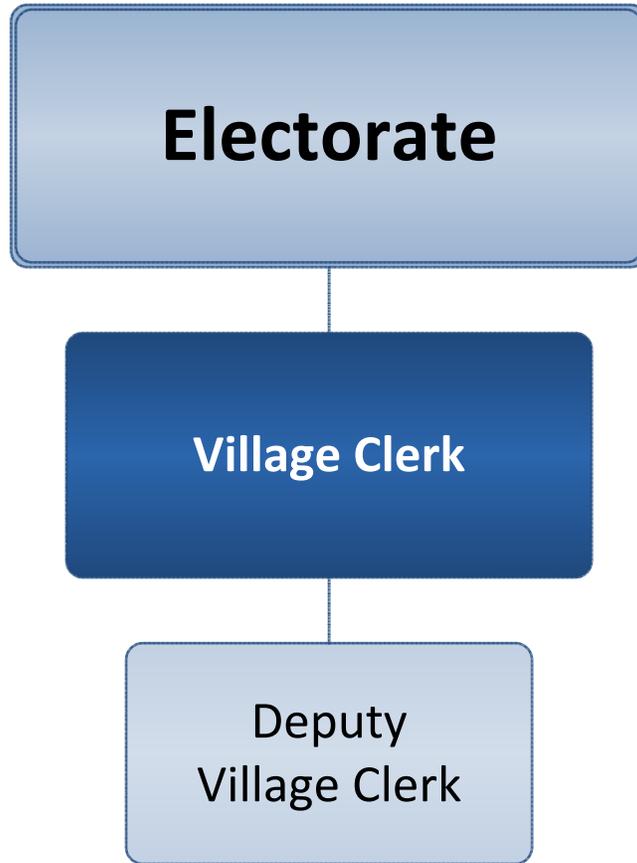
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1100 - President & Board of Trustees

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-412	Salaries-Part Time	\$ 36,395	\$ 36,226	\$ 36,240	\$ 36,000	\$ 36,000	\$ 36,000
401-442	Social Security	2,784	2,771	2,772	2,754	2,754	2,754
Total Personnel Services		<u>39,180</u>	<u>38,997</u>	<u>39,012</u>	<u>38,754</u>	<u>38,754</u>	<u>38,754</u>
402-411	Office Supplies	478	505	1,008	600	540	500
402-413	Memberships/ Subscriptions	54,400	52,329	50,162	55,160	55,256	55,256
402-499	Miscellaneous Expense	1,267	2,762	3,781	1,800	1,790	1,800
Total Commodities		<u>56,144</u>	<u>55,595</u>	<u>54,951</u>	<u>57,560</u>	<u>57,586</u>	<u>57,556</u>
403-412	Postage	167	232	268	150	50	100
403-471	Schools/Conf/Meetings	8,244	8,581	7,914	10,840	10,390	10,840
403-472	Transportation	3,598	4,237	5,692	5,350	5,254	4,850
403-473	Elected Officials Initiative	11,527	11,817	13,168	14,000	14,000	14,000
403-491	Special Events	701	765	707	500	593	-
Total Contractual Services		<u>24,237</u>	<u>25,632</u>	<u>27,749</u>	<u>30,840</u>	<u>30,287</u>	<u>29,790</u>
Total President & Board of Trustees		<u>\$ 119,560</u>	<u>\$ 120,224</u>	<u>\$ 121,712</u>	<u>\$ 127,154</u>	<u>\$ 126,627</u>	<u>\$ 126,100</u>

# 1200 – Village Clerk



**PURPOSE STATEMENT**

The Village Clerk's Office is to create and maintain accurate records and files of Village documents and index such records; to comply with the Public Information Act by providing information requested by the public and Village departments in a competent manner; to strive to improve job knowledge of staff members; to maintain good working relationships with the staff, the media, and legislative bodies. The Village Clerk's Office coordinates certain annual special events to promote the quality of life for residents and visitors.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Village Clerk is, by statute, the keeper of the official records of the municipality and as such, is responsible for maintaining accurate records of the proceedings of the President and Board of Trustees. The Village Clerk maintains a file of ordinances, resolutions, bonds, contracts and agreements, which are part of the official records of the Village. Legal publications for the Village such as public hearings, notices of annexation, etc., are published by the Village Clerk; all documents are recorded in their respective counties as required. The Village Clerk is the local Election Official and is Deputy Registrar for voter registration in both Cook County and DuPage County. The Village Clerk is responsible for issuance of solicitor's permits, Business Licenses, Taxi Licenses, and Contractor Licenses and is required to maintain complete records of same. The Clerk also serves as secretary to the Liquor Commission, recording the proceedings of the Commission and maintaining a complete record of each license, issuing all licenses as directed by the Commission. In addition, the Village Clerk's Office provides research and copies of documents as required by other departments and/or the public. The Village Clerk's Office is also responsible for administering the Open Meetings Act and the Freedom of Information Act. The Village Clerk maintains an up-to-date municipal code. The Village Clerk's Office develops and coordinates certain annual seasonal events that engage residents, community partners and visitors from the region. Annual special events coordinated include: Market @ the Metra event, Arbor Day celebration, Touch A Truck, Car Show and Village Holiday Tree Lighting. In addition, the Clerk's office coordinates the the STAARS (STudent Artist and AuthoRS) Program.

**2019 BUDGET ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Upgraded the experience of annual seasonal events that engage residents, community partners and visitors from the region. *Ongoing*

**Strategic Plan Goal #5: Effective Governance**

1. Managed the 2019 municipal elections process under state statute as the Local Election Official. *2<sup>nd</sup> quarter Complete*

**2020 BUDGET GOALS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Manage Internship Program (grant funded) to engage trusted voices to access government resources.

**Strategic Plan Goal #5: Effective Governance**

2. Review Solicitor's permit issuance process and fees.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1200 - Village Clerk

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries-Regular	\$ 49,764	\$ 54,526	\$ 54,466	\$ 55,791	\$ 56,430	\$ 58,328
401-412	Salaries-Part Time	-	-	-	-	4,200	23,700
401-421	Overtime Compensation	3,758	3,613	3,785	3,500	5,000	3,500
401-441	State Retirement	7,675	7,871	7,689	5,824	6,266	7,856
401-442	Social Security	4,195	4,494	4,450	4,368	5,019	6,377
401-444	Employee Insurance	8,005	8,582	10,678	10,773	10,219	10,145
Total Personnel Services		<u>73,397</u>	<u>79,087</u>	<u>81,068</u>	<u>80,256</u>	<u>87,134</u>	<u>109,906</u>
402-411	Office Supplies	1,278	1,504	3,256	2,575	3,475	6,225
402-413	Memberships/Subscriptions	510	803	585	1,135	1,135	1,135
402-431	Uniforms	-	-	207	400	400	300
Total Commodities		<u>1,788</u>	<u>2,307</u>	<u>4,048</u>	<u>4,110</u>	<u>5,010</u>	<u>7,660</u>
403-412	Postage	1,182	1,325	1,614	1,400	1,400	1,400
403-436	Maintenance Agreements	2,074	2,815	3,799	3,280	3,280	2,920
403-462	Legal Services	142	138	1,663	2,100	2,100	2,100
403-467	Legal Publications	3,756	4,304	5,453	4,000	4,000	4,000
403-470	Binding & Printing	6,342	6,371	6,862	6,000	6,000	6,485
403-471	Schools/Conf/Meetings	1,763	2,361	3,386	3,000	3,000	3,300
403-472	Transportation	605	267	-	1,000	1,000	1,000
403-491	Special Events	-	-	12,690	17,275	17,275	45,276
Total Contractual Services		<u>15,864</u>	<u>17,582</u>	<u>35,467</u>	<u>38,055</u>	<u>38,055</u>	<u>66,481</u>
Total Village Clerk		<u>\$ 91,049</u>	<u>\$ 98,975</u>	<u>\$ 120,583</u>	<u>\$ 122,421</u>	<u>\$ 130,199</u>	<u>\$ 184,047</u>

# 1250 – Village Collector



### **PURPOSE STATEMENT**

The Village Collector is to provide information and assistance to Village citizens and the general public in matters concerning various services.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Annually reviews the types of fees allowed for collection. Maintains satisfactory level of, and exercises control over, notifications to those holding business, liquor, taxi and contractor licenses, as well as alarm applications. Answers public inquiries about diverse areas of the Village such as giving directions, quoting various license and permit fees. Authorizes the intake of monies for business, liquor, taxi, contractor, raffle and special event licenses as well as solicitor permits and alarm applications. Ensures appropriate collector staffing for all hours of Village operation. Conducts a monthly and annual review of food and beverage taxes. If necessary, submits delinquent business accounts to Village Attorney for hearing proceedings. Reviews and signs liens.

### **2019 BUDGET ACCOMPLISHMENTS**

#### **Strategic Plan Goal #5: Effective Governance**

1. Provided electronic access to renew licenses. *1<sup>st</sup> quarter Complete*
2. Collaborated with other departments in identifying gaps in licensing alarm holders. *Ongoing*

### **2020 BUDGET GOALS**

#### **Strategic Plan Goal #4: Community Image & Identity**

1. Engage regional & local partnerships and stakeholders to ensure an accurate count in the 2020 Census.

#### **Strategic Plan Goal #5: Effective Governance**

1. Review Open Meetings Act with staff and board liaisons to committees and commissions.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1250 - Village Collector

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries-Regular	\$ 60,880	\$ 62,543	\$ 64,393	\$ 65,019	\$ 66,120	\$ 62,539
401-441	State Retirement	8,522	8,453	8,313	6,632	6,744	7,674
401-442	Social Security	4,503	4,821	4,706	4,974	5,058	4,784
401-444	Employee Insurance	11,800	22,235	23,963	23,450	22,694	23,082
Total Personnel Services		<u>85,706</u>	<u>98,052</u>	<u>101,375</u>	<u>100,075</u>	<u>100,616</u>	<u>98,079</u>
Total Village Collector		<u>\$ 85,706</u>	<u>\$ 98,052</u>	<u>\$ 101,375</u>	<u>\$ 100,075</u>	<u>\$ 100,616</u>	<u>\$ 98,079</u>

# 1350 – Environmental Committee



**PURPOSE STATEMENT**

The goal of the Environmental Committee is to review and provide direction on items relating to environmental issues affecting the Village, its residents, and businesses.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To present information and programs concerning environmental issues that affect the Village, its residents, and businesses; to create new or coordinate existing environmental programs suitable for achieving the goals of this committee; to cooperate with local, state, and national public and private agencies and individuals who are working on environmental programs; to provide advice to the Village President and Board of Trustees on environmental issues and programs; to recommend to the Village President and Board of Trustees such programs and staffing as may be appropriate to achieve the goals of this committee; and to complete projects assigned by the Village President or designated Trustee on environmental issues or programs.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Host a community recycling event.  
*Third quarter. Annual recycling event was held in September.*
- ✓ Host an Apiary Open House.  
*Second quarter. Apiary open house was held in June.*

**2020 BUDGET GOALS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Host a community recycling event.  
*Third quarter. To promote a healthy community image. Recycling is an important aspect of sustainability as it reduces the negative impact on the environment and helps preserve natural resources.*
2. Host an Apiary Open House.  
*Second quarter. This event will be held to educate the public on the importance of pollinators. Bees and other pollinators play a crucial role in flowering plants and crop production. Without pollinators, most plants cannot produce fruits or seed.*
3. Host additional events.  
*Second through fourth quarters. As the committee gains additional members and volunteers, bring back events that have been held in the past such as the river sweep and storn drain labeling.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1350 - Environmental Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-411	Office Supplies	\$ 127	\$ 208	\$ 22	\$ 175	\$ 175	\$ 175
Total Commodities		<u>127</u>	<u>208</u>	<u>22</u>	<u>175</u>	<u>175</u>	<u>175</u>
403-491	Special Events	112	74	466	200	200	200
Total Contractual Services		<u>112</u>	<u>74</u>	<u>466</u>	<u>200</u>	<u>200</u>	<u>200</u>
Total Environmental Committee		<u>\$ 240</u>	<u>\$ 282</u>	<u>\$ 488</u>	<u>\$ 375</u>	<u>\$ 375</u>	<u>\$ 375</u>

# 1400 – Special Events Committee



**PURPOSE STATEMENT**

The goal of the Special Events Committee is to provide recommendations to the Board on activities, concerts and/or special events and funding necessary to accomplish them.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To promote Village cultural festivals, concerns, special events, and other activities in Hanover Park; to sponsor cultural activities, concerts, and/or special events in the name of the Village; to recommend to the Board of Trustees cultural activities, concerts and/or special events and funding necessary to accomplish them; to complete such projects as are assigned by the Village President and Board of Trustees.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Organized Mayors Play Ball event  
*Completed. Third Quarter. A Play Ball event took place in July, 2019.*
- ✓ Organized a Cops Day Picnic  
*Completed. Third Quarter. The Cops Day Picnic took place in July, 2019, which included additional activities at the event, "Movie in the Park",*
- ✓ Organized Wednesday Night Live! Concert Series  
*Completed. Third Quarter. Held four concerts at the new Hanover Park Sports Complex pavilion.*
- ✓ Organized Movie in the Park Events  
*Completed. Second and Third Quarters. Held three "Movie in the Park events" at various locations throughout the Village.*
- ✓ Organized Corks & Crafts Event  
*Completed. Third Quarter. Held a Corks & Crafts event which included wine & craft beer tastings, music, food and arts and craft vendors at the Hanover Park Sports Complex.*

**2020 BUDGET GOALS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Schedule Events to take place throughout 2020 to include Wednesday Night Live, Movies in the Park, Mayor's Play Ball event and Corks & Crafts.  
*First through Fourth Quarters.*

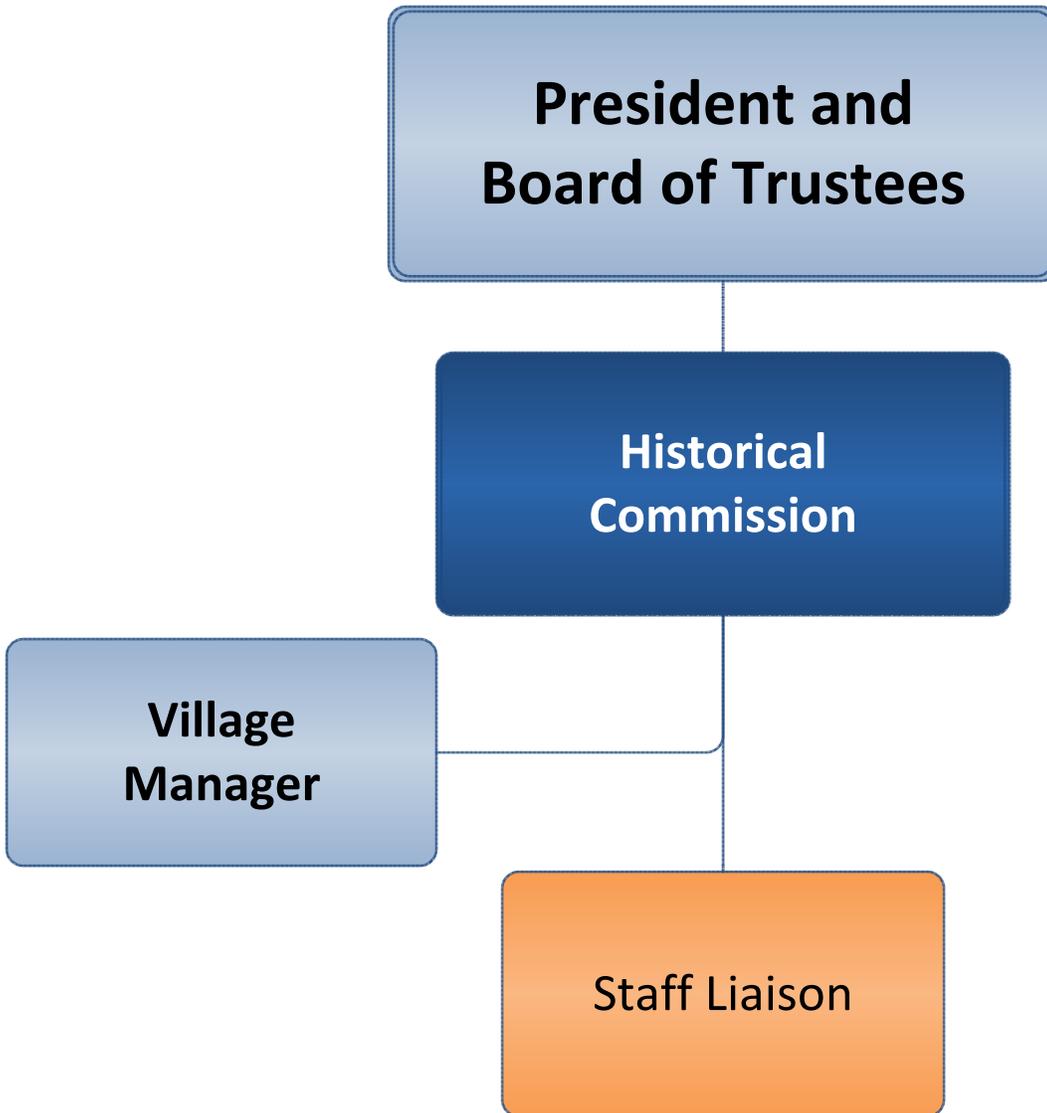
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1400 - Special Events Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-441	State Retirement	\$ -	\$ -	\$ 2,258	\$ -	\$ -	\$ -
401-442	Social Security	-	-	2,503	-	-	-
Total Personnel Services		-	-	4,761	-	-	-
403-491	Special Events	-	-	171,658	40,100	40,450	41,800
Total Contractual Services		-	-	171,658	40,100	40,450	41,800
Total Special Events Committee		\$ -	\$ -	\$ 176,419	\$ 40,100	\$ 40,450	\$ 41,800

# 1450 – Historical Commission





**PURPOSE STATEMENT**

The purpose of the Historic Commission is to promote the educational, cultural, economic and general welfare of the community by ensuring the preservation of structures and properties that represent the cultural heritage of the Village of Hanover Park and of the community prior to the Village’s incorporation. Other purposes associated with this commission include: presenting information and programs concerning historic preservation issues that affect the village, its residents and businesses; creating new or coordinate existing historic programs suitable for achieving the goals of this commission; working with other agencies and individuals who are working on historic preservation programs; encouraging the preservation, restoration and rehabilitation of structures, buildings and properties that advance the history of the village; identifying such property, structures or areas within the Village that are historically significant; and establishing criteria and recommend to the Village Board of Trustees designation of heritage plaques.

The Ordinance to establish a Historic Commission was passed by the Village Board in mid-2017. Since no commission members have been appointed yet, there have been no official meetings. An Ordinance was also passed later in 2017, creating a Historic Committee to support the mission of the Historic Commission. Committee members were appointed, and the Historic Committee meets regularly to forward the goals of the Village.

The Goals and Accomplishments below reflect the work of the Historic Committee

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ The Committee has made significant progress in scanning old photographs and documents, documenting the (2) Historic cemeteries in town, as well as organizing/preserving documents and artifacts.
- ✓ Arbor Day/Individual & Organization Plaques. Two plaques awarded and installed at Arbor Day.

**2020 BUDGET GOALS**

**Strategic Plan Goal #2: Community Image & Identity**

1. Heritage Property/Site Plaques.  
*The Historic Committee will honor eclectic and historic properties within the Village with a Heritage Plaque program. The Committee will establish criteria, policies and process for the Heritage Plaque program, to help recognize qualified properties in the community. Two such plaques will be awarded in 2020. Evaluate coordination with Hanover Township’s Plaque program as well. (First through fourth quarters)*
2. Arbor Day/Individual & Organization Plaques.  
*The Historic Committee will continue to honor individuals/organizations within the Village with the Heritage Plaque program. The Committee will establish criteria and policies for the Heritage Plaque program, to help recognize those that have made an impact in the community. Two such plaques will be awarded in 2020 on Arbor Day. (First through fourth quarters)*
3. Inventory Sears Catalogue home built in Hanover Park.
4. Digitize historic documents including slides, tapes and various other media.

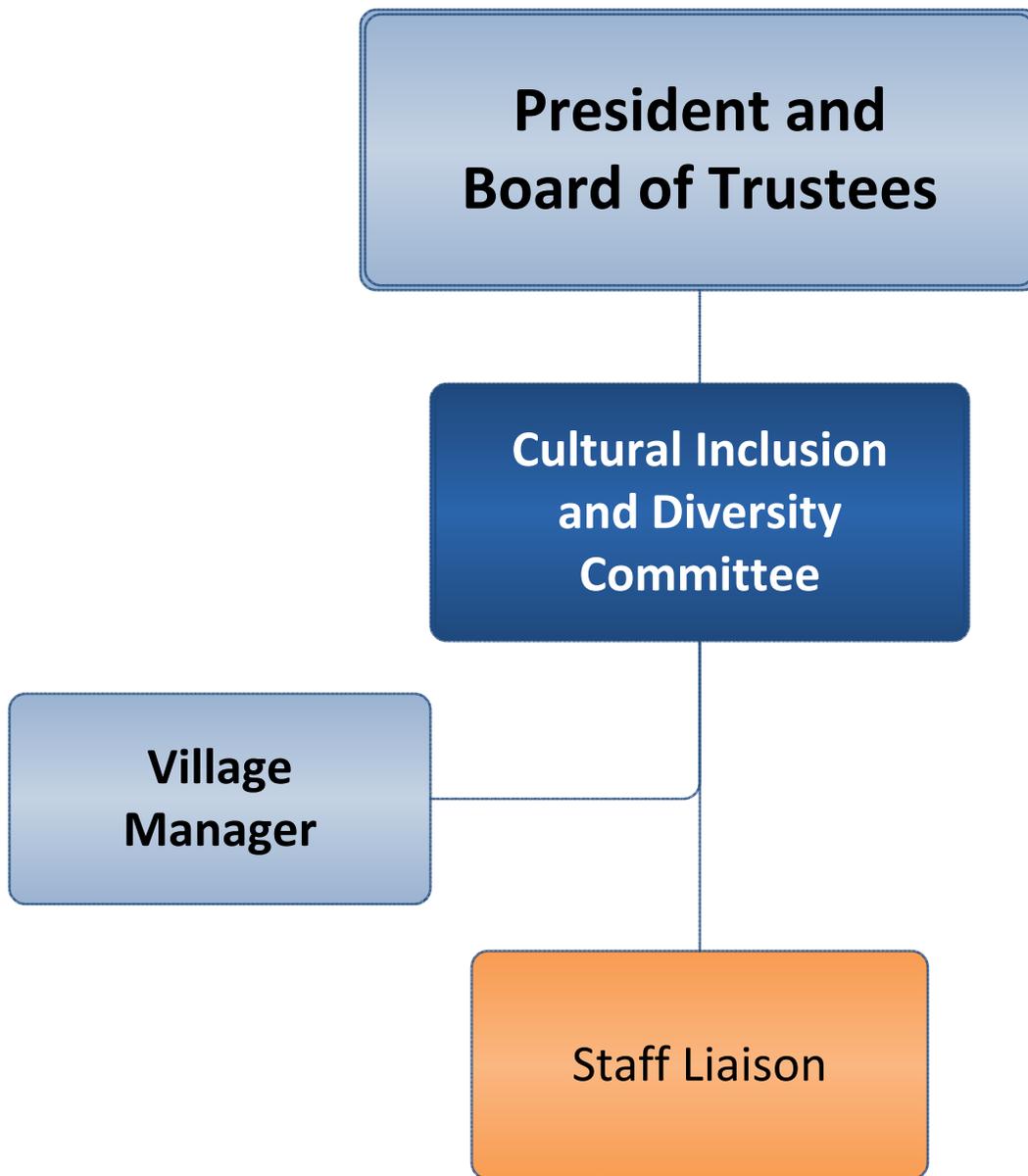
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1450 - Historical Commission

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
402-413	Memberships/Subscriptions	-	-	198	250	-	50
402-427	Materials & Supplies	-	-	-	900	900	1,800
Total Commodities		-	-	198	1,650	1,400	2,350
403-461	Consulting Services	-	-	-	200	-	500
Total Contractual Services		-	-	-	200	-	500
Total Historical Commission		\$ -	\$ -	\$ 198	\$ 1,850	\$ 1,400	\$ 2,850

# 1600 – Cultural Inclusion and Diversity Committee



### **PURPOSE STATEMENT**

The goal of the Cultural Inclusion and Diversity Committee is to foster and promote understanding, mutual respect, cooperation, and positive relations between and among all residents of the Village; to create a sense of shared community among residents; and to affirm the value of each resident. The committee will act as a catalyst in promoting social harmony in the Village and help deter, through educational and action programs, prejudice, discrimination, and intolerance.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The functions of the Cultural Inclusion and Diversity Committee are to assist the members of our community in any way possible by identifying cultural and social service needs of the residents of the Village and working with existing entities to address these needs in the most meaningful way. The Cultural Inclusion and Diversity Committee will work closely with all community groups, local businesses and other public agencies in promoting a better understanding and tolerance for inclusion and diversity within the community by establishing and promoting programs that serve to educate and bring the community together.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Supported local community events which fostered inclusion and cultural diversity through participation and financial donations. The events included Martin Luther King Jr.'s Birthday Breakfast, Black History Month Celebration with the Sister Cities Committee, American Association of Retired Asians Heritage Luncheon, School Supplies Drive for the Centro de Información Mental Health Fair, the Native American Heritage Month at The Trickster Gallery and Museum, and Hanover Park Health & Resource Fair.  
*Completed. All events were attended by CIDC Committee Members.*
- ✓ Organized the MLK Legacy Day of Service by collaborating with a non-for-profit organization serving Hanover Park residents.  
*Completed. Second Quarter. CIDC collaborated with Habitat for Humanity to coordinate this year's MLK Legacy Day of Service.*
- ✓ Hosted the Annual Community Leaders Reception with a workshop, seminar, or speaker on relevant/pressing topics that focus on strengthening the community of Hanover Park.  
*Ongoing. Third quarter*
- ✓ Hosted a community stakeholders meeting.  
*Ongoing. Fourth quarter*

## 2020 BUDGET GOALS

### Strategic Plan Goal #4: **Community Image & Identity**

1. Support local community events which foster inclusion and cultural diversity through participation and financial donations.
2. Organize the MLK Legacy Day of Service by collaborating with a non-for-profit organization serving Hanover Park residents.
3. To host the Annual Community Leaders Reception with a workshop, seminar, or speaker on relevant/pressing topics that focus on strengthening the community of Hanover Park.
4. Continue to host leadership training for committee members to strengthen the impact of the committee.
5. Continue to host community stakeholders' meetings.

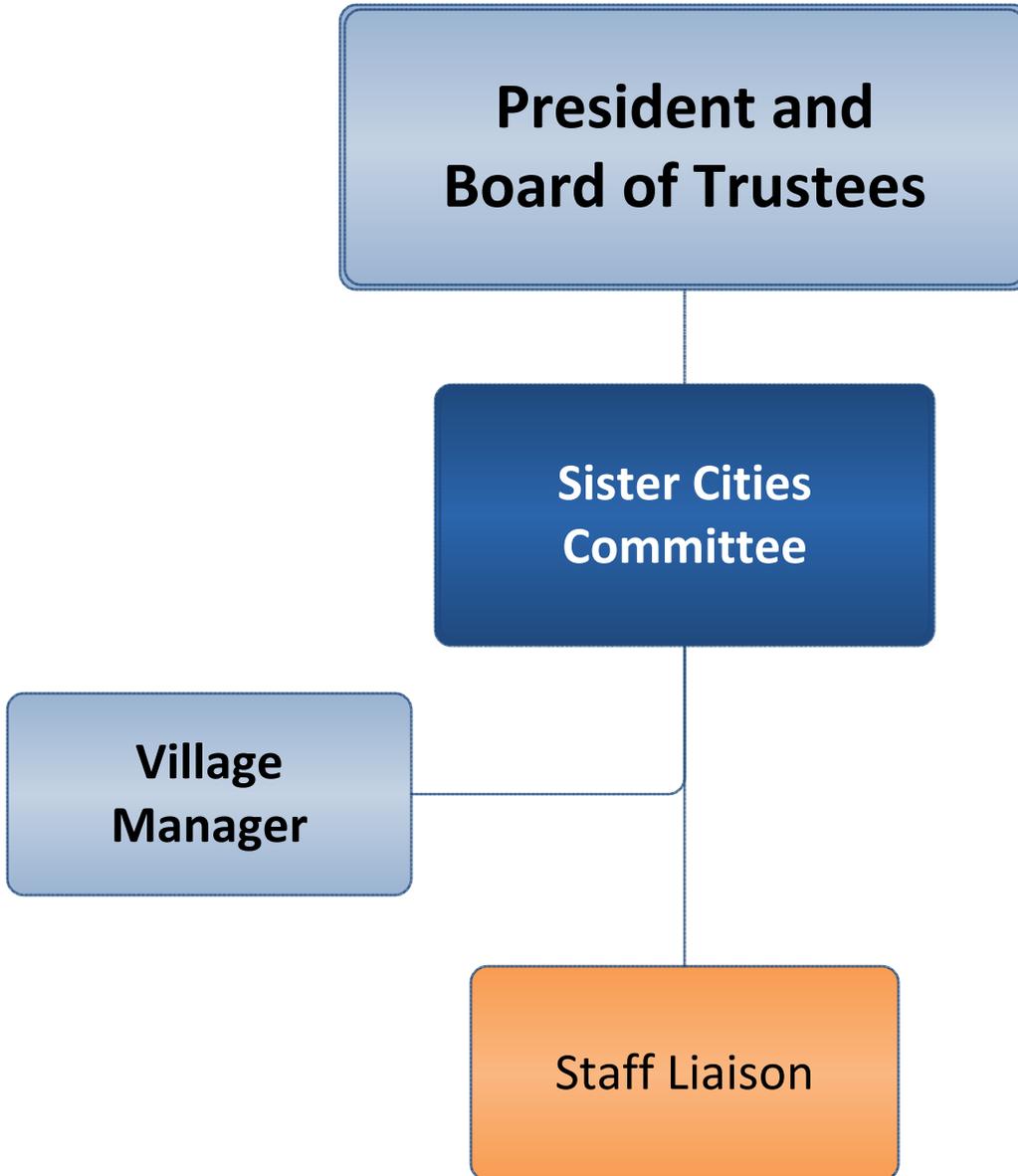
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1600 - Cultural Inclusion and Diversity Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-411	Office Supplies	\$ 27	\$ -	\$ 178	\$ 300	\$ 300	\$ 200
402-499	Miscellaneous Expen.	500	-	-	-	-	-
Total Commodities		<u>527</u>	<u>-</u>	<u>178</u>	<u>300</u>	<u>300</u>	<u>200</u>
403-412	Postage	-	-	58	-	-	-
403-471	Schools/Conf/Meetings	55	-	-	-	-	-
403-491	Special Events	2,582	2,686	3,548	3,250	3,250	3,550
Total Contractual Services		<u>2,636</u>	<u>2,686</u>	<u>3,605</u>	<u>3,250</u>	<u>3,250</u>	<u>3,550</u>
Total Cultural Inclusion and Diversity Committee		<u>\$ 3,163</u>	<u>\$ 2,686</u>	<u>\$ 3,784</u>	<u>\$ 3,550</u>	<u>\$ 3,550</u>	<u>\$ 3,750</u>

# 1650 – Sister Cities Committee



### **PURPOSE STATEMENT**

The goal of the Sister Cities Committee is to foster knowledge and understanding between the people of the Village and the people of other nations' cities.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The functions of the Committee are to promote, advance and publicize local, state, and national Sister Cities programs. The Committee acts to support international municipal cooperation through aid and education.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Engage local Sister City groups; and participate in other area cultural events.  
*Ongoing. Sister Cities Committee Member Frank Grant-Acquah participated at the Illinois State Sister Cities Association Board meetings. First through fourth quarters.*
- ✓ Engage community service groups and Village committees in opportunities to interact internationally.  
*Ongoing*
- ✓ Award scholarships to students in Cape Coast and Valparaiso.  
*In progress. Scholarships are being awarded to students at the schools in Valparaiso and Cape Coast. Third quarter.*
- ✓ Assist with Cape Coast Primary School students' general needs.  
*In progress. Funds are being issued for ongoing upkeep and maintenance at the Hanover Park Primary School building in Cape Coast. Third quarter.*
- ✓ Attend state and international Sister City conferences.  
*Completed.*
- ✓ Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park.  
*Ongoing. Pen pal letters were exchanged between the students at Laurel Hill school and the school in Valparaiso. The Ontarioville School has expressed interest in participating in the pen pal program.*
- ✓ Host 2019 Black History Month event.  
*Completed. The educational program provided information about the history of music and featured performances by musicians and vocalists.*
- ✓ Participate in Mexican Independence celebration.  
*Completed. Participated in the Mexican Independence parade procession.*

## 2019 ADDITIONAL ACCOMPLISHMENTS

- ✓ Photos were submitted to Sister Cities International for use at the 2019 annual conference and the US Africa Sister Cities Symposium.
- ✓ The Committee coordinated a Sister City tour of the village and hosted a reception for visiting students from the public university of Zacatecas.
- ✓ Committee members attended the annual Zacatecanos Festival in Maywood in July.
- ✓ Committee members attended Ghanafest in Chicago at Washington Park in July.

## 2020 BUDGET GOALS

### Strategic Plan Goal #4: Community Image & Identity

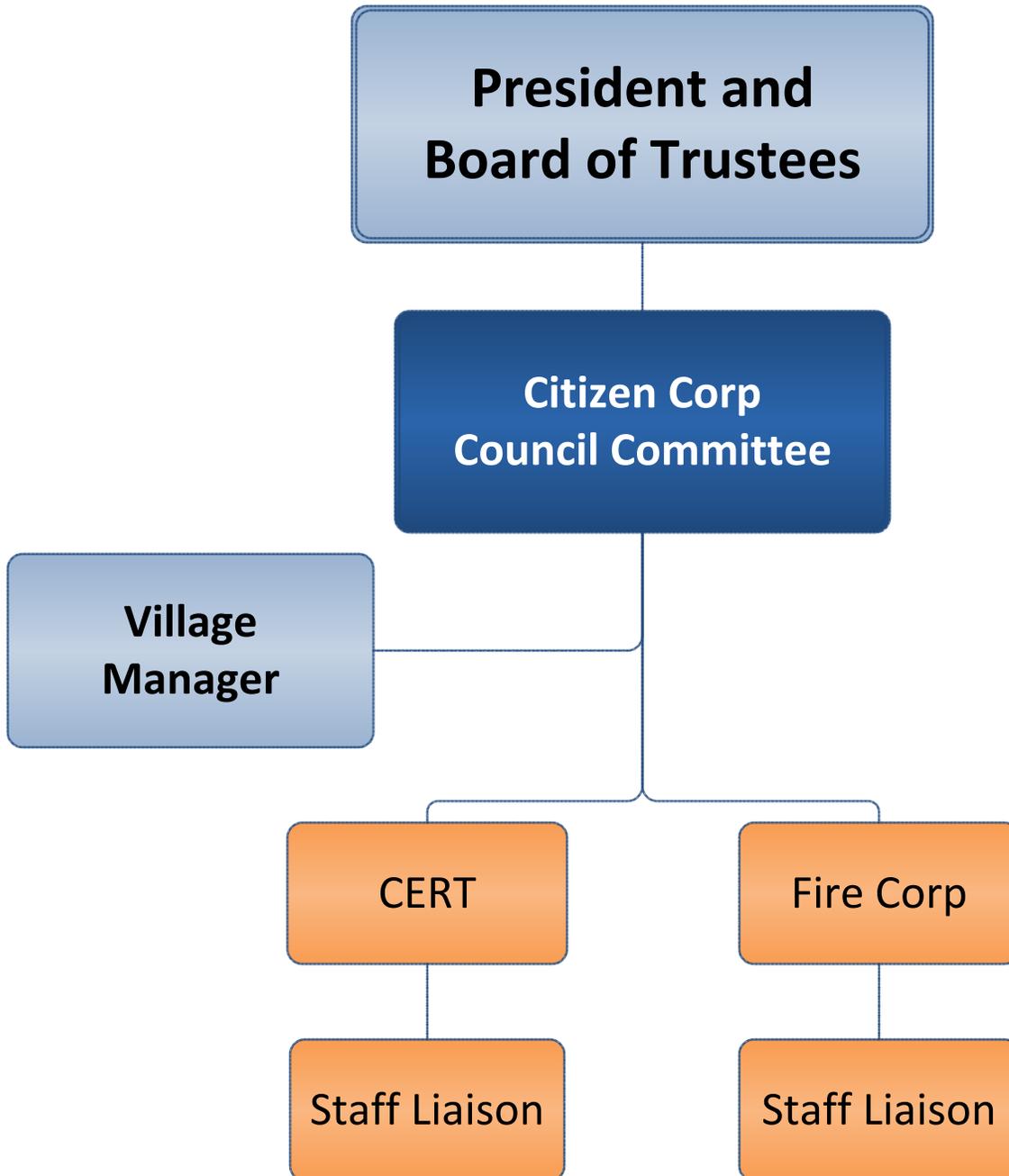
1. Engage local Sister City groups; and participate in other area cultural events.  
*First through fourth quarters.*
2. Engage community service groups and Village committees in opportunities to interact internationally.  
*First through fourth quarters.*
3. Award scholarships to students in Cape Coast and Valparaiso.  
*Third quarter.*
4. Assist with Cape Coast Primary School students' general needs.  
*Third quarter.*
5. Attend annual state conference.  
*Second quarter.*
6. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park.  
*First through fourth quarters.*
7. Host 2019 Black History Month event.  
*First quarter.*
8. Participate in Mexican Independence celebration.  
*Third quarter.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1650 - Sister Cities Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-411	Office Supplies	\$ 69	\$ 111	\$ 47	\$ 100	\$ 100	\$ 100
402-413	Memberships/Subscriptions	780	640	645	640	660	670
Total Commodities		849	751	692	740	760	770
403-412	Postage	9	103	81	150	150	150
403-471	Schools/Conf/Meetings	3,401	1,235	1,172	2,200	2,200	2,400
403-491	Special Events	2,704	2,682	2,623	2,500	2,500	2,500
403-499	Miscellaneous Expense	-	-	-	-	-	300
Total Contractual Services		6,115	4,020	3,875	4,850	4,850	5,350
Total Sister Cities Committee		\$ 6,963	\$ 4,771	\$ 4,567	\$ 5,590	\$ 5,610	\$ 6,120





**PURPOSE STATEMENT**

The goals of the Citizen Corps Council are to match the needs of first responders with the skills and abilities of volunteers, educate the public on safety in an effort to help citizens take an active role in protecting themselves from harm, spearhead efforts to offer citizens new and existing volunteer opportunities, promote Citizen Corps programs and activities throughout the Village, and identify innovative practices that can be replicated in other communities. Provide for safe, efficient and effective delivery of public services through the optimum administration of those departments responsible for such delivery.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Citizen Corps Council responsibilities include:

1. Promoting the Village’s programs available to Hanover Park citizens who wish to volunteer their time and services
2. Providing recommendations and guidance regarding volunteer programs related to emergency management and Homeland Security.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #5: Effective Governance**

- ✓ Maintained a database of all trained CERT members.
- ✓ Conducted Quarterly Citizen Corps Councils in 2019.  
*Ongoing. Meetings being conducted quarterly at the PD Community Room.*

***Additional Accomplishments***

- ✓ CERT members volunteered to work at several Village events, including COPS Day, Touch a Truck, Market at the Metra, St. Ansgar Good Friday Procession, FD Health Fair.
- ✓ CERT Members participated in a full-scale drill presented by Hanover Township.
- ✓ A CERT training on Traffic Control and Direction was provided and 26 members were trained, to include the participants in the St. Ansgar events. *(Pending. Third quarter)*

**2020 BUDGET GOALS**

**Strategic Plan Goal #5: Effective Governance**

1. Maintain a database of trained CERT members.  
*Fourth Quarter. An up to date database will be maintained.*
2. Quarterly Citizen Corps Council meetings will be conducted in 2019.  
*Fourth Quarter. Four meetings will be held during the year.*

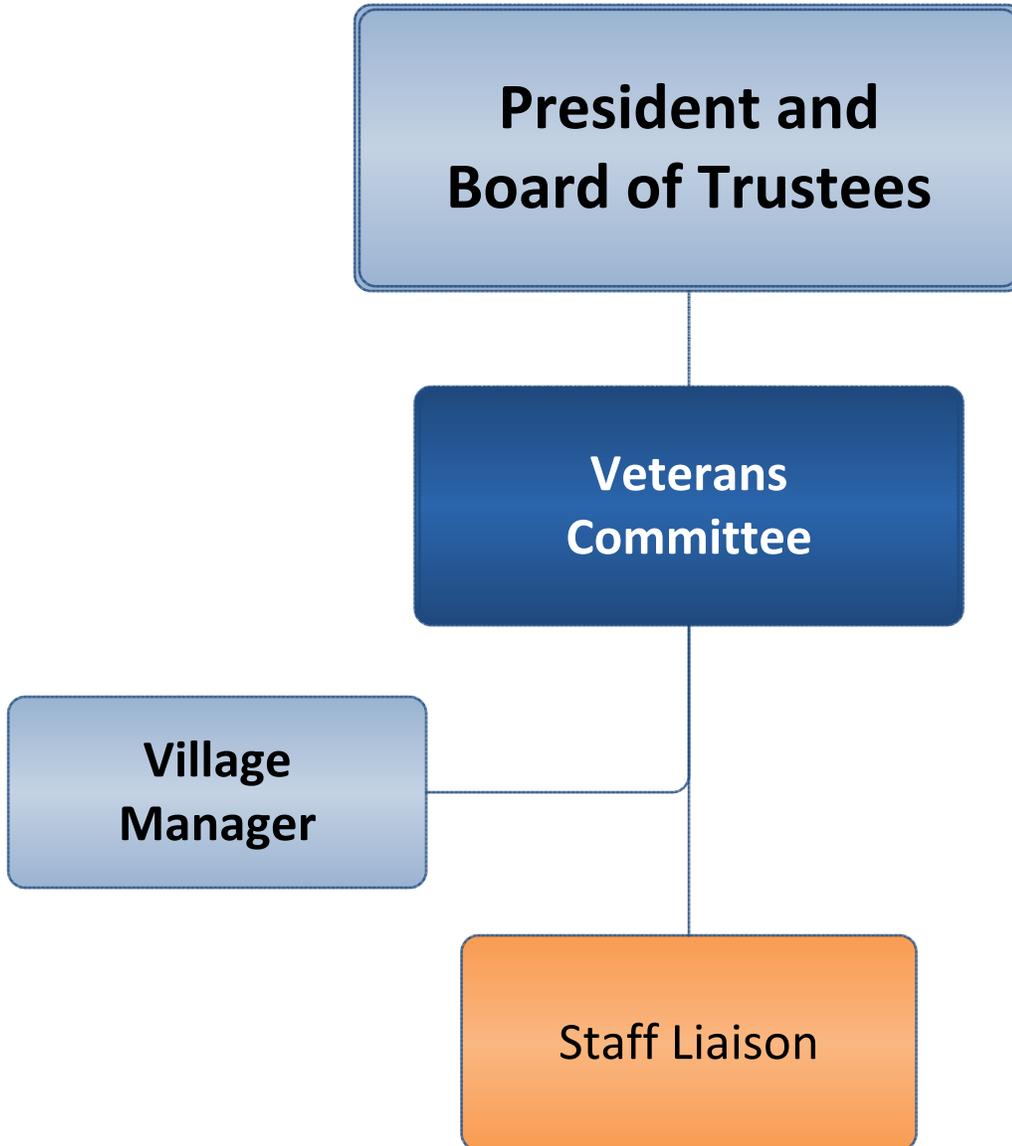
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1700 - Citizens Corp Council

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ 500	\$ -	\$ -	\$ -
402-413	Memberships/ Subscriptions	-	-	200	-	-	-
402-414	Books/Publications/Maps	-	-	50	-	-	-
402-423	Communications Parts	87	-	190	100	100	100
402-427	Materials & Supplies	-	368	500	500	500	500
402-431	Uniforms	136	-	150	150	150	150
402-434	Small Tools	-	-	100	100	100	100
Total Commodities		<u>222</u>	<u>368</u>	<u>1,690</u>	<u>850</u>	<u>850</u>	<u>850</u>
Total Citizens Corp Council		<u>\$ 222</u>	<u>\$ 368</u>	<u>\$ 1,690</u>	<u>\$ 850</u>	<u>\$ 850</u>	<u>\$ 850</u>

# 1750 – Veterans Committee



**PURPOSE STATEMENT**

The goal of the Veterans Committee is to promote veterans’ issues and bring forward topics relating to Hanover Park veterans.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To promote veteran awareness within the community and the value of those who served their country in the military; to promote and coordinate activities that bring merit to residents who have served their country including adding names to memorial plaques to honor all veterans as well as prisoners of war and those missing in action; to cooperate with local Veteran’s Organizations and other groups who represent the interests of the veterans; to recommend to the President and Board of Trustees programs and support for veteran causes as may be appropriate to attain the purposes of the committee; and to complete such projects as are assigned by the Village President and Board of Trustees.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Maintained advocacy for veterans at civic events.  
*Ongoing. First through fourth quarter. Will continue to reach out to Veterans who reside or work in Hanover Park to make sure they are recognized by the Village and are made aware of the Veterans Committee activities.*

***Additional Accomplishments***

- ✓ Participated in Touch a Truck, Memorial Day and Veteran’s Day events.

**2020 BUDGET GOALS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Maintain advocacy for veterans at civic events.  
*First through fourth quarters.*

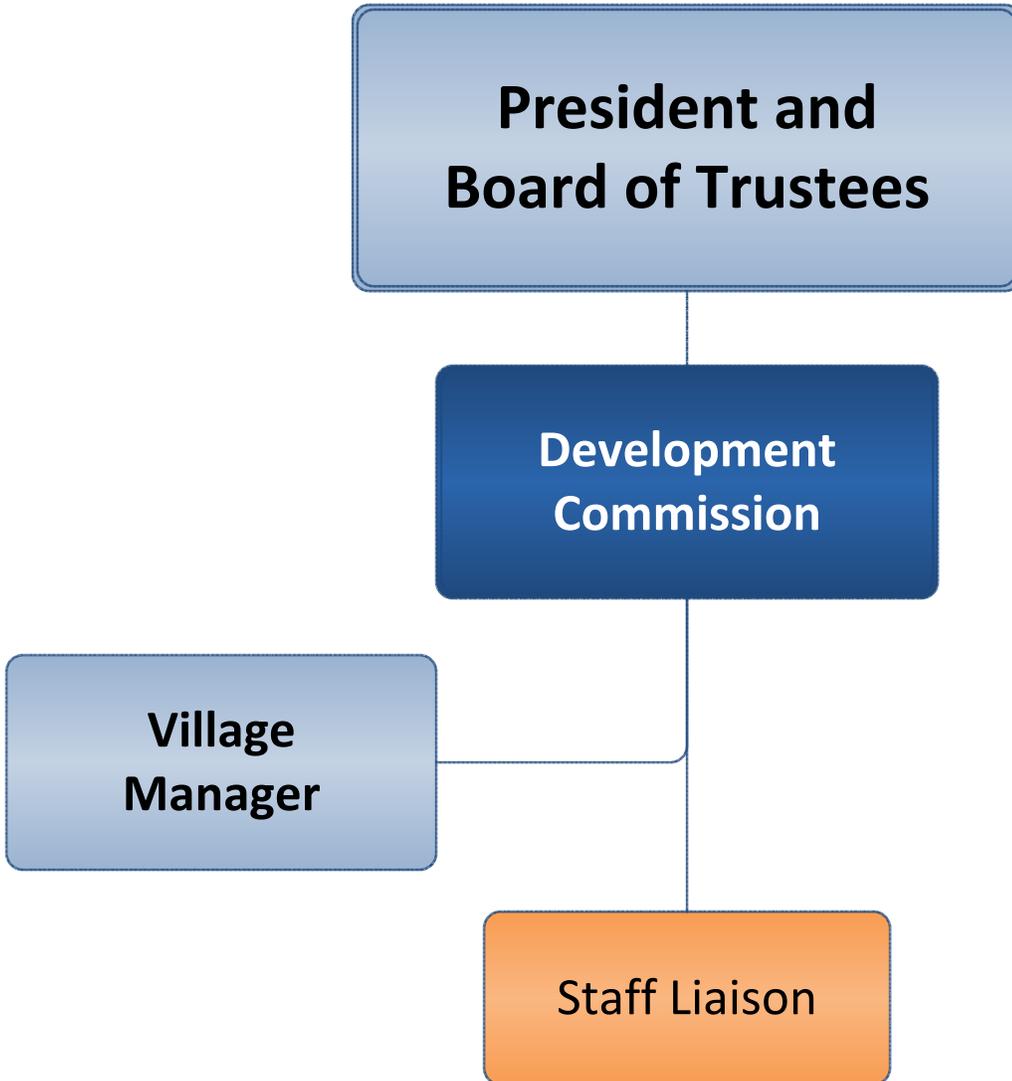
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1750 - Veterans Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-427	Materials & Supplies	\$ 159	\$ 97	\$ 690	\$ 250	\$ 250	\$ 250
Total Commodities		<u>159</u>	<u>97</u>	<u>690</u>	<u>250</u>	<u>250</u>	<u>250</u>
403-491	Special Events	542	673	1,862	1,500	1,909	1,500
Total Contractual Services		<u>542</u>	<u>673</u>	<u>1,862</u>	<u>1,500</u>	<u>1,909</u>	<u>1,500</u>
Total Veterans Committee		<u>\$ 702</u>	<u>\$ 770</u>	<u>\$ 2,552</u>	<u>\$ 1,750</u>	<u>\$ 2,159</u>	<u>\$ 1,750</u>

# 1800 – Development Commission



### **PURPOSE STATEMENT**

The goals of the Development Commission are to create and maintain the Comprehensive Plan and specific area plans for the Village to provide long-term policy direction, to review all proposed developments and subdivisions in a timely and professional manner and provide thorough and concise recommendations to the Village Board, to conduct public hearings on all petitions for zoning variations, special uses, planned unit developments, rezoning (zoning map amendments), text amendments, and comprehensive plan amendments. All petitions are considered in a fair and equitable manner, in accordance with the established standards and ordinances.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Prepare and recommend to the Village Board a comprehensive plan for present and future development of the Village, review all subdivisions, zoning requests and proposed developments to ensure conformance with the comprehensive plan, zoning and subdivision regulations. Review and recommend revisions to the Comprehensive Zoning Ordinance and review decisions of the Zoning Administrator. Review and interpret the Zoning Ordinance and make recommendations on petitions for variations from the provisions of the Zoning Ordinance.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #1: Financial Health**

- ✓ Evaluate and provide recommendations to the Village Board regarding development in all TIF Districts  
*Accomplished and Ongoing. The Final Plat and Amendment to the Special Use for Planned Unit Development of the Menards PUD in TIF #5 was approved to allow expansion of the Lot, Warehouse, and Lumber Yard with new landscaping and stormwater detention.*

#### **Strategic Plan Goal #2: Focused Economic Development & Redevelopment**

- ✓ Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, special uses, and zoning code amendments.  
*Ongoing. Reviewed a number of development applications in a timely and professional manner, providing meaningful comments and clear recommendations to the Board. Held public hearings for projects including: an updated Comprehensive Plan Land Use Map, lot cover variation for Parkwood Elementary School, a Text Amendment regarding required handicapped accessible parking, and a mixed-use development. A concept plan for a 23.4 acre Planned Unit Development at the northwest corner of IL Route 20 and Gary Avenue was considered; the project is now under review and proposes new industrial and retail use. Also reviewed the Final Plat for Menards PUD and related amendments.*
- ✓ Support implementation of Village Center and special area plans, including the Comprehensive Plan, Village Center Plan, DuPage County Lake Street Corridor and Irving Park Corridor Study, by considering plan goals and zoning and design recommendations when reviewing development proposals.

*Ongoing. Development applications are reviewed for consistency with the Village Center plan, Comprehensive Plan, and Irving Park Road Corridor study goals and recommendations, as applicable. Landscape and other aesthetic standards, as identified in these plans for image improvement, and as required in the zoning code, are applied for new development and redevelopment. These studies are also considered while making recommendations for Zoning Code text amendments.*

- ✓ Receive public comments related to development regulations, perform research, and provide recommendations for changes and improvements to regulations as needed.  
*Ongoing. Public notification is sent for all public hearings. Comments are received and feedback is incorporated during review. Best Practices are researched from surrounding communities as well as regional agencies prior to providing recommendations. A Public Hearing was held for a text amendment updating regulations for the provision of handicapped parking spaces. Reference to size and number of spaces was removed from the Zoning Code and development applications will conform to the Illinois Accessibility Code (IAC).*

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Review and provide recommendations to complete Zoning Code update.  
*Ongoing. Researched, analyzed and discussed recommendations for changes to Zoning Code following research from comparable/surrounding municipalities and industry best practice.*

#### **Strategic Plan Goal #5: Effective Governance**

- ✓ Provide up-to-date information regarding Development Commission meetings and activities on the Village website and other media. (First through fourth quarters)  
*Ongoing. Full meeting agendas, packets, and minutes along with Village Plans provided on the Village website. Timely and pertinent information is also disbursed via the Village Hi-Lighter newsletter. Additionally, a new Project and Development Update sub-page has been added to the Village Website to provide updates on various projects around the community.*
- ✓ Research, review, and recommend changes if needed to existing Municipal Code requirements to further long-term goals identified in Village long range planning documents, including the Strategic Plan, Village Center Plan, Tax Increment Finance Plans, and Comprehensive Plan.  
*Ongoing. Development Commission held workshops to fully review and discuss various land use and policy updates to the Village Center Plan as well as the Comprehensive Plan's Future Land Use Plan. Public hearings were held and recommendations made to the Village Board.*

## 2020 BUDGET GOALS AND OBJECTIVES

### Strategic Plan Goal #1: Financial Health

1. Evaluate and provide recommendations to the Village Board regarding development in all TIF Districts. (First through fourth quarters)

### Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, planned unit developments, special uses, and zoning code amendments. (First through fourth quarters)
2. Support implementation of Village and special area plans by considering plan goals, zoning and design recommendations when reviewing development proposals. (First through fourth quarters)
3. Receive public comments related to development regulations, perform research, and provide recommendations for amendment to regulations as needed. (First through fourth quarters)

### Strategic Plan Goal #4: Community Image & Identity

1. Review and provide recommendations for ongoing Zoning Code update. (First through fourth quarters)

### Strategic Plan Goal #5: Effective Governance

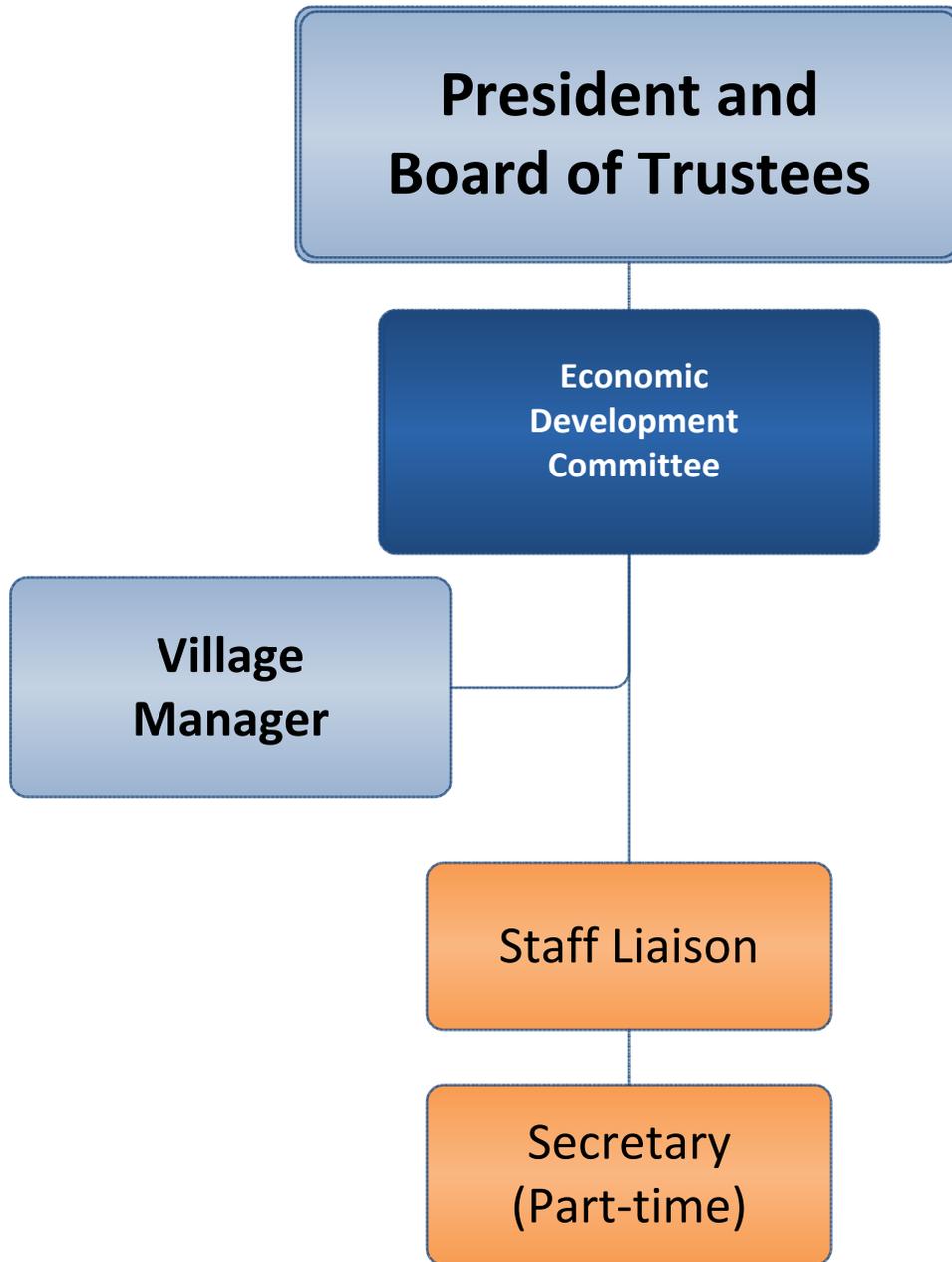
1. Provide up-to-date information regarding Development Commission meetings and activities on the Village website and other media. (First through fourth quarters)
2. Research, review, and recommend changes if needed to existing Municipal Code requirements to further long-term goals identified in Village long range planning documents, including the Strategic Plan, Village Center Plan, Tax Increment Finance Plans, and Comprehensive Plan.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1800 - Development Commission

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-413	Memberships/Subscriptions	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600
402-414	Books/Publications/Maps	-	-	30	-	-	50
402-499	Miscellaneous Expen.	-	100	73	100	100	100
Total Commodities		-	100	103	100	100	750
403-412	Postage	0	4	20	100	6	50
403-471	Schools/Conf/Meetings	75	531	48	600	600	-
Total Contractual Services		75	536	68	700	606	50
Total Development Commission		\$ 75	\$ 636	\$ 171	\$ 800	\$ 706	\$ 800



**PURPOSE STATEMENT**

The purpose of the Economic Development Committee is to work with Village Staff and existing and prospective businesses to strengthen the Village’s business community and encourage economic development in the Village. Committee members serve as ambassadors to businesses and liaisons to the Village to support and provide feedback on the impact of economic development activities and regulations on businesses

**DESCRIPTION OF FUNCTIONS**

The Economic Development Committee’s responsibilities include promoting the Village’s business opportunities through events, activities and correspondence. The Committee regularly reviews and updates materials relating to the Committee’s brochure, the Village’s HiLighter newsletter, promotional flyers on numerous events, opportunities and meetings relating to specific Village happenings and projects. They ensure those attending Committee-hosted events receive information from various service agencies and taxing bodies affiliated with the success of doing business in and with the Village. They also provide feedback on the impact of proposed activities and regulations on local businesses.

The Committee, to retain existing businesses, supports the Chambers of Commerce events and activities designed to assist village businesses. Members also maintain good communications with the business community.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Promoted/supported local and regional initiatives for business development such as the Next Level NorthWest. Assist in recruitment of potential applicants for NLNW.  
*Accomplished and ongoing.*
  - *Held Business After Hours in February – a successful networking event.*
  - *Participated in several Chamber events to promote local businesses as well as the Village.*
  - *Partnered with the Women’s Business Development Corporation to provide a satellite office in the Village hall, to assist area businesses*
  - *Next Level NorthWest - Identified members for the “Pitch Panel” and scheduled the first “Pitch Night” for Stage 2 businesses.*
  
- ✓ Hosted a Local Business Expo exhibiting opportunities in Hanover Park.  
*Accomplished. “Local Business Expo” was held during the Corks and Crafts Event, September 28, 2019. Many local businesses participated in the “Local Business Expo” tent along with service agencies. This provided a unique setting to showcase their business to those who attended the larger event to enjoy the day of music, food, and fun.*
  
- ✓ Promoted new businesses through Ribbon Cuttings, newsletter spotlights, and social media.

*Accomplished and Ongoing. Committee members, in coordination with the Chamber, welcome every new business with a “Welcome” packet. Ribbon Cuttings are offered and coordinated with attendance from the mayor/elected officials. Photos are posted in the newsletter as well as on social media. “Spotlight on Business” articles are regularly published in the newsletter.*

- ✓ Hosted education workshop to provide business resources to help increase economic growth and success of businesses.

*Ongoing. The 4<sup>th</sup> Annual Business Resource Fair was held at Village Hall on October 23, 2019. The Women’s Business Development Center, ACCION, Elgin Community College, Harper College, the Bartlett Area Chamber of Commerce, and Northwest Hispanic Chamber of Commerce worked together to identify panels and speakers and promote the event.*

*In partnership with the Illinois Work-Net Center and Community Colleges the Village hosted an educational forum on Entrepreneurship and Business start-up, with a representative from the Federal Small Business Administration as the presenter. The forum was held on April 17, 2019, at the Education and Work Center.*

*In partnership with the Women’s Business Development Center, Northwest Hispanic Chamber of Commerce, and the Bartlett Area Chamber of Commerce, the Committee implemented a “Lunch and Learn” series focused on social media marketing for Hanover Park’s small businesses.*

## Strategic Plan Goal #2: Focused Economic Development & Redevelopment

- ✓ Continued coordination with Bartlett Area Chamber of Commerce and the Northwest Hispanic Chamber of Commerce for various events and activities to promote our business community. *Accomplished and ongoing. Members have participated in several Chamber events throughout the year. Several members are also on the Board of the Bartlett Area Chamber of Commerce and thereby play dual roles in promoting Hanover Park. A member of the NWHCC Board is now a member and attends the meetings and presents information to both groups. The Village now attends NWHCC Board meetings. Continue to search additional opportunities.*
- ✓ Sponsored a “Business After-Hours” event through the Chamber of Commerce. (First quarter) *Accomplished. This Mardi Gras-themed event was held on March 4<sup>th</sup> and was well-attended by 68 + attendees of local businesses from Hanover Park as well as the Bartlett area Chamber, who assisted with the event.*
- ✓ Assisted in and provide recommendations, guidance and opportunities regarding business retention, outreach and attraction activities (Ongoing) *Accomplished and ongoing. Members assist in reaching out to the business community for upcoming event including the Business After Hours, Small Business Forum, Corridor Meetings, Local Business Expo, and Business of the Year Award. Provided feedback with strategies for business retention and outreach.*
- ✓ Explored holding “Business Corridor” meetings (such as Irving Park Rd., Lake Street and Barrington Rd. Corridors) to have more targeted discussions and feedback.

*Accomplished and Ongoing: The new Employer database has been utilized to facilitate communication with the business community. Two Business Corridor Events were planned with significant outreach to the business community including invitations, phone calls and personal visits. The format for these meetings may be re-evaluated going forward.*

- ✓ Provided recommendations for “Spotlight on Business” program on-line, with the Committee nominating a business to be highlighted on Village’s various on-line resources. (Ongoing)  
*Accomplished and Ongoing: “Spotlight on Business” articles are regularly published in the HiLighter newsletter and on the Village website.*

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Conducted “Welcome” visits to new businesses.  
*Accomplished and ongoing. “Welcome visits” are conducted by the Committee and Chamber members where each new business is provided with ‘welcome-gift’ including a letter from the Mayor and a folder with pertinent Village information, such as free marketing opportunities to increase exposure of their business, a current issue of the Village HiLighter Newsletter, a Committee Brochure and Volunteer Application, and a Chamber Membership Application.*
- ✓ Coordinated and hosted annual activities promoting Hanover Park and encouraging networking among local businesses including Local Business Expo, “Business After Hours” and Business of the Year Award Program. (First through Fourth quarters)  
*Accomplished.*
- ✓ Coordinated with the Chamber of Commerce to host Ribbon Cuttings for new businesses.  
*Accomplished.*
- ✓ Provided feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns. (First through Fourth quarters)  
*Ongoing.*

#### **Strategic Plan Goal #5: Effective Governance**

1. Research, review, and recommend changes if needed to existing Municipal Code requirements to promote business retention and growth.  
*Ongoing.*
2. Assist in information dispersion to the business community for events, regulations and participation in community activities.  
*Accomplished and Ongoing.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Promote/support local and regional initiatives for business development. Assist in recruitment of potential applicants for Next Level Northwest.
2. Evaluate continuation of hosting a Local Business Expo based on participation of local businesses. (Third quarter)
3. Promote new businesses through Ribbon Cuttings, newsletter spotlights, and social media.
4. Expand the education workshops to provide business resources to help increase economic growth and success of businesses.

### Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Continue coordination with Bartlett Area Chamber of Commerce and the Northwest Hispanic Chamber of Commerce for various events and activities to promote our business community.
2. Provide recommendations for “Spotlight on Business” program on-line, with committee nominating businesses to be highlighted on Village’s various on-line resources. (Ongoing)
3. Encourage local businesses to participate in the Small Business Saturday event in November.

### Strategic Plan Goal #4: Community Image & Identity

1. Conduct “Welcome” visits to new businesses. (Ongoing)
2. Sponsor a “Business after Hours” event through the Chamber of Commerce

### Strategic Plan Goal #5: Effective Governance

1. Research, review, and recommend changes if needed to existing Municipal Code requirements to promote business retention and growth.
2. Assist in information dispersion to the business community for events, regulations and participation in community activities.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 1950 - Economic Development Committee

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ 1,235	\$ 1,060	\$ 960	\$ 1,060	\$ 1,060	\$ 1,060
Total Commodities		<u>1,235</u>	<u>1,060</u>	<u>960</u>	<u>1,060</u>	<u>1,060</u>	<u>1,060</u>
403-412	Postage	140	157	169	300	82	300
403-491	Special Events	2,475	3,060	4,555	3,500	3,500	4,101
Total Contractual Services		<u>2,615</u>	<u>3,217</u>	<u>4,725</u>	<u>3,800</u>	<u>3,582</u>	<u>4,401</u>
Total Economic Development Committee		<u>\$ 3,850</u>	<u>\$ 4,277</u>	<u>\$ 5,685</u>	<u>\$ 4,860</u>	<u>\$ 4,642</u>	<u>\$ 5,461</u>

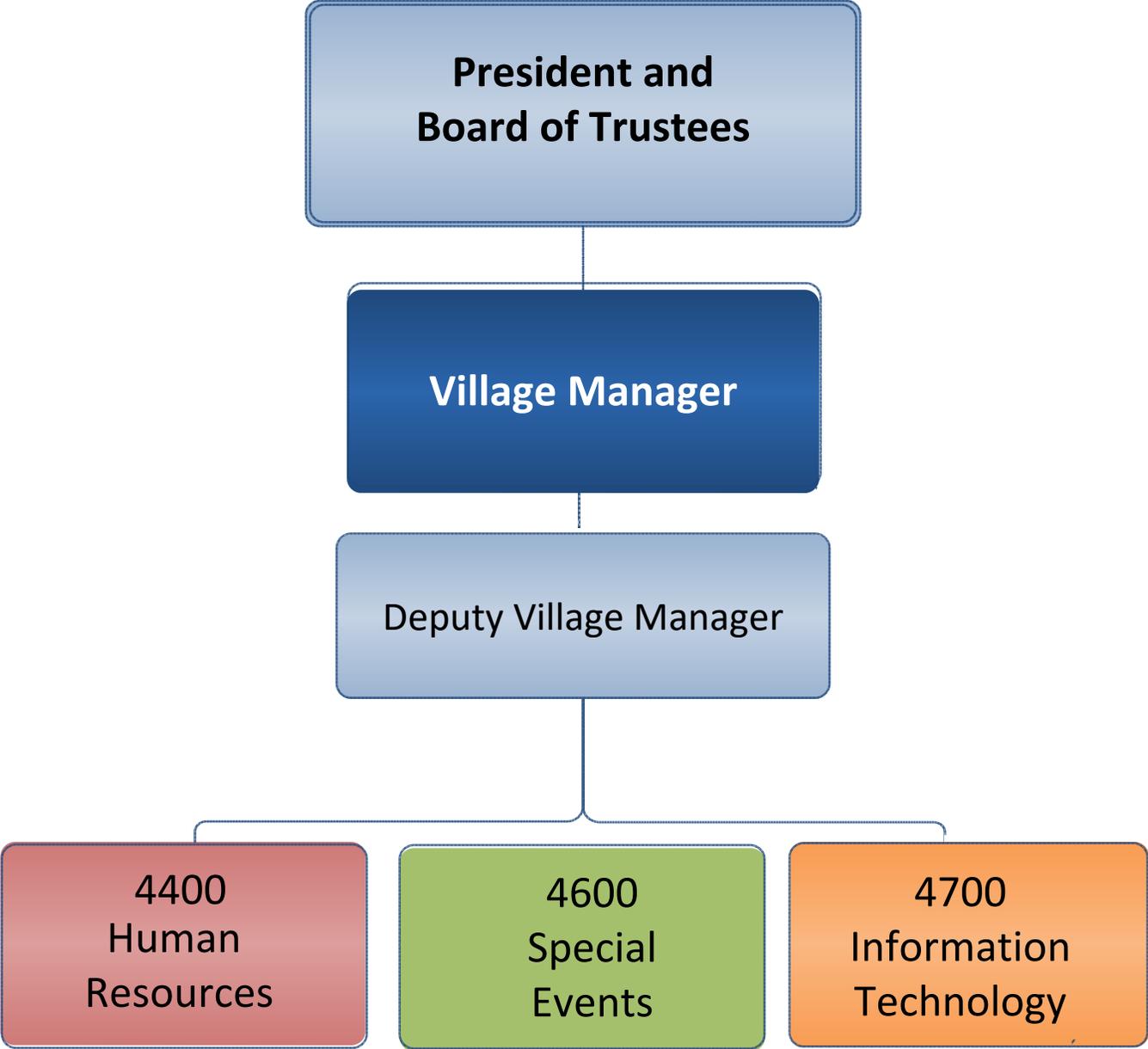
# ADMINISTRATIVE SERVICES

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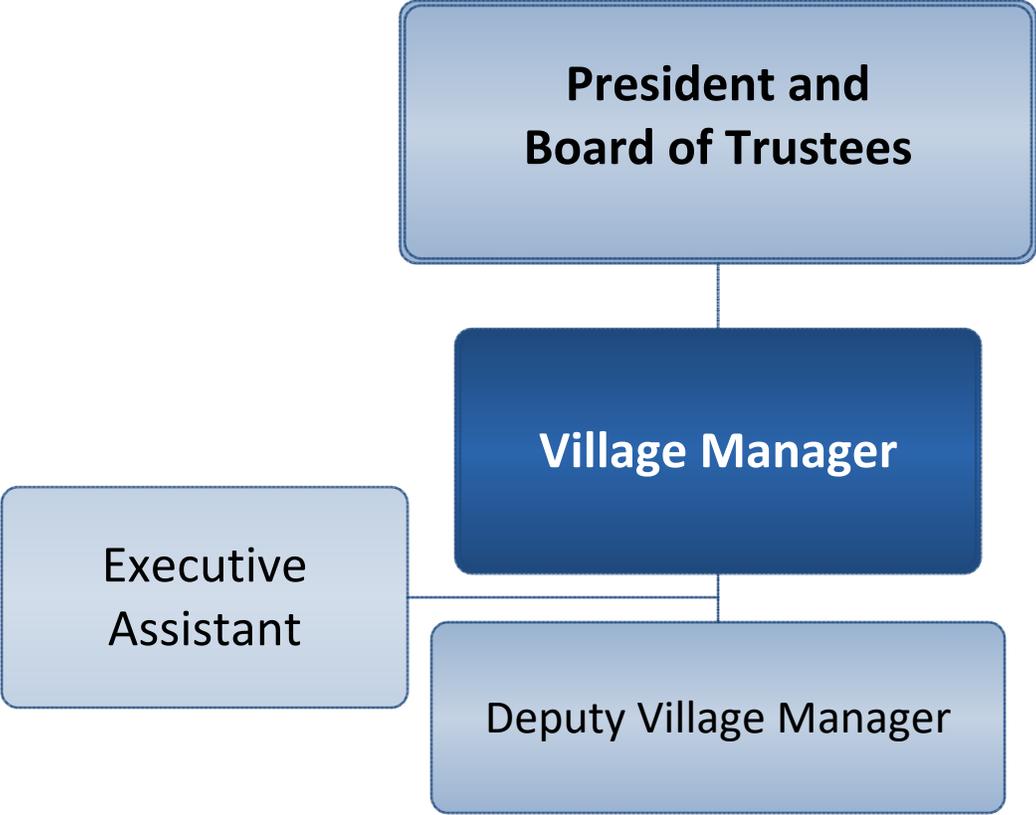
## Cost Control Centers

<b>Village Manager</b>	<b>4100</b>
<b>Human Resources Department</b>	<b>4400</b>
<b>Special Events</b>	<b>4600</b>
<b>Information Technology</b>	<b>4700</b>

# Organization of Administrative Services



# 4100 – Village Manager



**PURPOSE STATEMENT**

Provide professional management of the Village operations and continually strive to improve the efficiency and effectiveness of all municipal services through the careful selection and maintenance of a qualified workforce. This means greater productivity, effective policy implementation, improved financial conditions, policy alternatives, public relations and increased communication between all levels of government.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Village Manager provides the day-to-day administrative functions necessary for the professional management of the Village. The Manager provides recommendations, options, and analysis to the Village Board for their selection and direction. The Village Manager evaluates municipal services performed by each department and assures the effective and efficient delivery of municipal services in accordance with fiscal restraint and Board policies. The Manager responds to citizen inquiries and acts as a liaison between special interest groups and other governmental units and the elected officials of the Village.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Recommended, compiled and implemented a balanced budget for FY2020.  
*A Balanced Budget recommended to the Village Board.*
- ✓ Participated in the Local Update of Census Addresses Operation (LUCA) and any other Census mandates for 2019.  
*First through Fourth Quarters.*

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Continued to work to stabilize Hanover Square and put back in private ownership.  
*Ongoing. Staff continues to meet with potential businesses to lease vacant space.*

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Planned and successfully held several special events.  
*Completed. The Village Manager's Office worked on planning several special events, which took place throughout 2019.*
- ✓ Develop a marketing plan.  
*Ongoing. In follow-up to the Village's branding plan, the Village continues to work with a5 to develop a marketing plan.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Recommend and implement a balanced budget for FY2021.  
*Third and Fourth Quarters. Staff will work towards accomplishing the goal of recommending a balanced budget for Village Board approval.*
2. Participate in the Local Update of Census Addresses Operation (LUCA) and any other Census mandates for 2020.  
*First through Fourth Quarters.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Continue to work to stabilize Hanover Square and put back in private ownership.  
*First through fourth quarters.*

### Strategic Plan Goal #4: Community Image & Identity

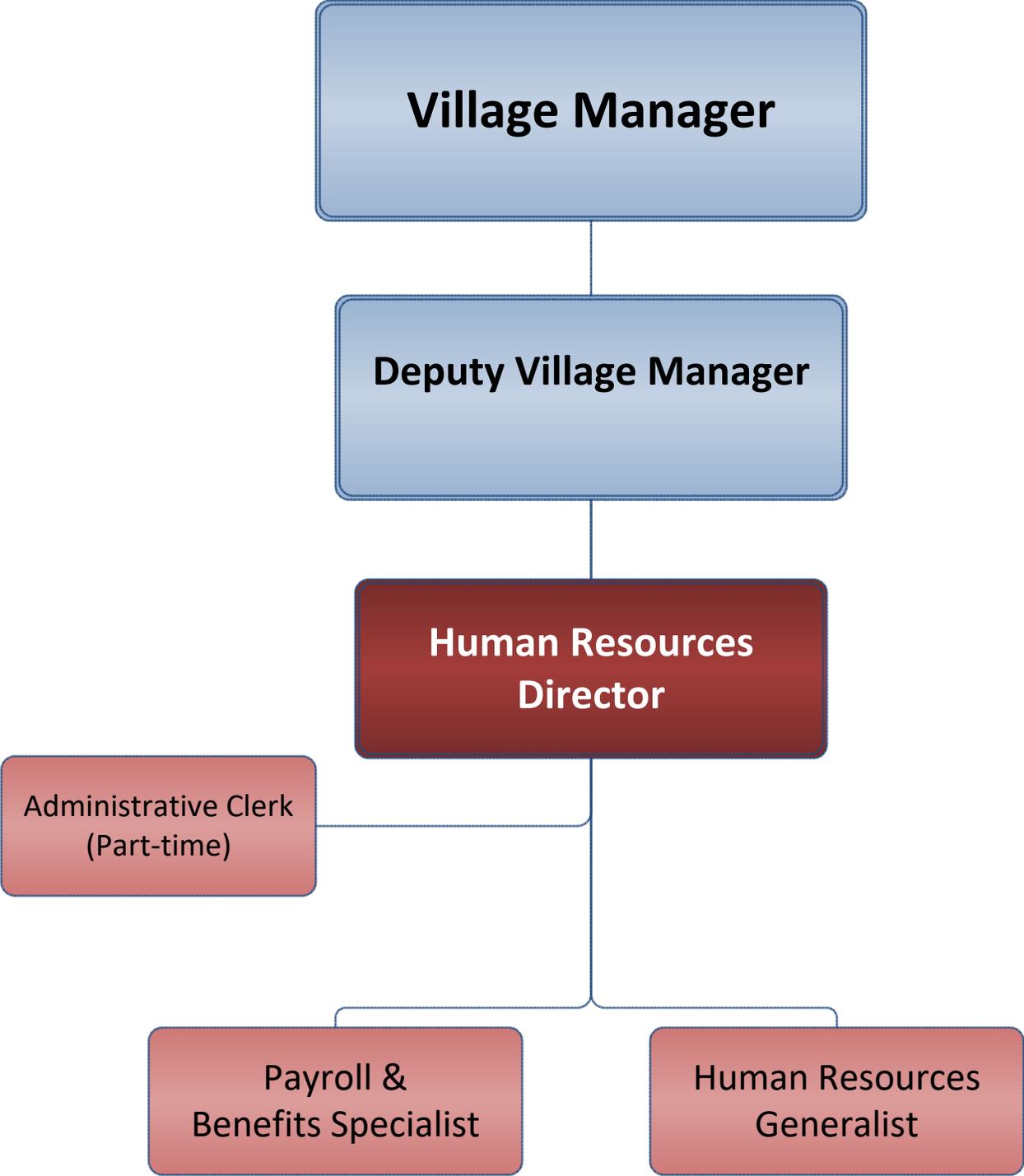
1. Develop a marketing plan.  
*First through fourth quarters.*
2. Village Center Improvements.  
*First through fourth quarters. Work with the Lakota Group to implement Streetscape improvements in the Historic District and attract private development and redevelopment in the area.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 4100 - Village Manager

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 280,889	\$ 367,877	\$ 380,787	\$ 375,511	\$ 388,535	\$ 400,259
401-421	Overtime Compensation	20,512	29,875	26,721	27,000	27,000	27,000
401-441	State Retirement	42,184	49,991	48,888	42,071	42,385	52,425
401-442	Social Security	15,541	25,670	25,616	25,379	31,788	26,384
401-444	Employee Insurance	32,953	51,123	59,608	60,791	57,133	56,872
Total Personnel Services		<u>392,079</u>	<u>524,537</u>	<u>541,620</u>	<u>530,752</u>	<u>546,841</u>	<u>562,940</u>
402-411	Office Supplies	618	598	720	1,300	795	800
402-413	Memberships / Subscriptions	2,478	2,755	3,059	3,007	2,871	2,881
402-414	Books / Publications / Maps	-	-	15,455	14,496	14,442	14,621
402-499	Miscellaneous Expense	958	1,575	2,360	1,250	2,000	1,250
Total Commodities		<u>4,053</u>	<u>4,928</u>	<u>21,595</u>	<u>20,053</u>	<u>20,108</u>	<u>19,552</u>
403-412	Services Postage	250	187	11,865	16,525	11,647	12,475
403-461	Consulting Services	22,000	24,625	44,000	51,500	50,500	25,500
403-471	Schools / Conferences / Meetings	2,024	3,475	2,924	8,370	5,788	7,031
403-472	Transportation	115	530	208	1,500	1,259	1,500
403-491	Special Events	5,949	16,441	8,731	5,800	6,220	9,800
Total Contractual Services		<u>30,338</u>	<u>45,259</u>	<u>67,728</u>	<u>83,695</u>	<u>75,414</u>	<u>56,306</u>
Total Village Manager		<u>\$ 426,471</u>	<u>\$ 574,724</u>	<u>\$ 630,943</u>	<u>\$ 634,500</u>	<u>\$ 642,363</u>	<u>\$ 638,798</u>



### **PURPOSE STATEMENT**

The goal of the Human Resources Department is to participate in and guide the selection and maintenance of the Village workforce. A well-administered Human Resources function provides residents with cost-effective services by Village employees. Without proper selection and retention of qualified employees, effective services could not be maintained at competitive costs.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The function of a centralized Human Resources Department is to administer all aspects of personal services, including employee recruitment and selection; wage and benefit administration; position classification, training and development; risk management, labor and employee relations; and ensuring uniformity and consistency in applying rules and regulations throughout the Village.

The Human Resources Department maintains records and develops reporting procedures that inform management and employees of the related cost impact of personnel decisions and employee benefits.

Under the Village's Risk Management Program, the Human Resources Department provides adequate resources and coordination for the servicing and payment of claims for all Village risk management insurance programs which include workers' compensation, automobile, property and liability insurance. This function is maintained through a public entity risk pool described below:

The Village became a member of the Intergovernmental Risk Management Agency (IRMA) on May 1, 1995. IRMA is a public entity risk pool whose members are Illinois municipalities. IRMA manages and funds first-party property losses, third party claims, workers' compensation claims and public officials' liability claims of its member municipalities. The annual contribution to IRMA is based on eligible revenue as defined in the bylaws of IRMA; assessment factors based on past member experience and the funding need for the membership year.

As strategic staffing partners with operating departments, the Human Resources Department works to ensure the best qualified people are recruited and promoted while recognizing and encouraging the value of diversity in the workplace and maintaining such quality through the use of effective performance evaluation systems.

The Human Resources Department assists operating departments in carrying out any labor negotiations that arise as a result of State-mandated collective bargaining measures. It is also responsible for establishing, administering, and effectively communicating sound employment policies, rules, and practices that treat employees with dignity, respect, and equality, while maintaining Village compliance with all employment and labor laws, management directives, and labor agreements.

Some of the specific ongoing operations in the Human Resource Department in support of these functions include the following:

- Ongoing collective bargaining and labor contract administration for six labor unions: Hanover Park Professional Firefighters Association, Local 3452, I.A.F.F. representing full-time Firefighters and Lieutenants; Metropolitan Alliance for Police (M.A.P.) representing Police Officers; Metropolitan Alliance for Police, Hanover Park Sergeants Chapter #103 representing Police Sergeants; Local Service Employees International Union (S.E.I.U.) representing part-time Paid-on-Call Firefighters; Metropolitan Alliance for Police (M.A.P.) Civilians representing full-time and part-time non-sworn Police Department employees and Teamsters Local 714 representing full-time Public Works Employees.

- Wage and salary administration to include job analysis and evaluation and the development and maintenance of job descriptions for all Village positions, as well as any proposed new positions or reclassifications. Also included under this function is payroll administration with Human Resources staff processing twenty-six payrolls a year. The Human Resources Department also is responsible for the design and administration of any incentive pay plans, such as the Language Competency Pay Program for non-represented employees, full-time firefighters/paramedics and police officers who demonstrate specific skills in foreign language.
- Ongoing recruitment responsibility for all departments, including management recruitment and promotional testing, as well as administering all facets of entry-level police and fire recruitment, to include working jointly with each department to determine testing and selection procedures.
- Working closely with all departments to identify training needs and coordinate efforts to provide employees with necessary training.
- Benefits design and/or administration to include insurance, deferred compensation, pension, unemployment, and flexible spending accounts, as well as the administration of the Village's vacation and other leave policies.
- Coordination of various annual employee events, such as the annual Employee Appreciation Picnic, Employee Holiday Luncheon, and Service Recognitions.
- Ongoing administration and coordination with all departments regarding worker's compensation related to occupational injuries and illnesses. The Human Resources Department works closely with all departments in identifying and addressing safety issues, developing safety policies, conducting safety training and developing accident prevention programs. In addition, the Human Resources Department coordinates the Village's random drug testing program for all employees required to hold a commercial driver's license.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Full-Time Employees	3	3	3	3	3
Number of Part-Time Employees	1	1	1	1	1
Village-Wide Full-Time Employees	195	196	196	196	197
Village-Wide Part-Time Employees	44	36	40	40	42
Employee Terminations	48	49	36	31	40
Job applications received	1,573	2,699	1,157	1,542	1,335
Number of Candidates Interviewed	237	219	215	124	162
Number of New Hires	40	42	42	38	25
Collective Bargaining Agreements Negotiated	2	2	2	1	3
Total Worker Compensation Claims	16	15	19	17	25
Worker Compensation Losses	\$265,311	\$398,966	\$104,969	\$1,148,661	\$435,506
All Other Claims (Auto, GL, Property)	13	13	16	18	21
Non-Worker Compensation Losses	\$87,288	\$33,528	\$117,978	\$52,054	\$125,259

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #5: Effective Governance

- ✓ Started a comprehensive wellness program  
*Completed. First quarter*
- ✓ Conducted a review of our occupational health provider  
*Completed. Second quarter*
- ✓ Reviewed and implemented Document Management practices  
*Completed. Second quarter*
- ✓ Conducted contract negotiations with SEIU Part Time Firefighters  
*Ongoing. Fourth quarter*
- ✓ Negotiated collective bargaining agreement with MAP Police Officers  
*Completed. First quarter*

## 2020 BUDGET GOALS

### Strategic Plan Goal #5: Effective Governance

1. Enhance Employee Wellness Program  
*Second quarter Biometric Screening*
2. Enhance Employee Training Programs  
*First-quarter Harassment training for employees and elected officials*  
*First-quarter Wellness seminars*
3. Conduct contract negotiations with MAP Civilians  
*First quarter current CBA expires 4/30/20*
4. Conduct contract negotiations with MAP Sergeants  
*First quarter current CBA expires 4/30/20*
5. Conduct contract negotiations with Teamsters (Public Works)  
*First quarter current CBA expires 4/30/20*

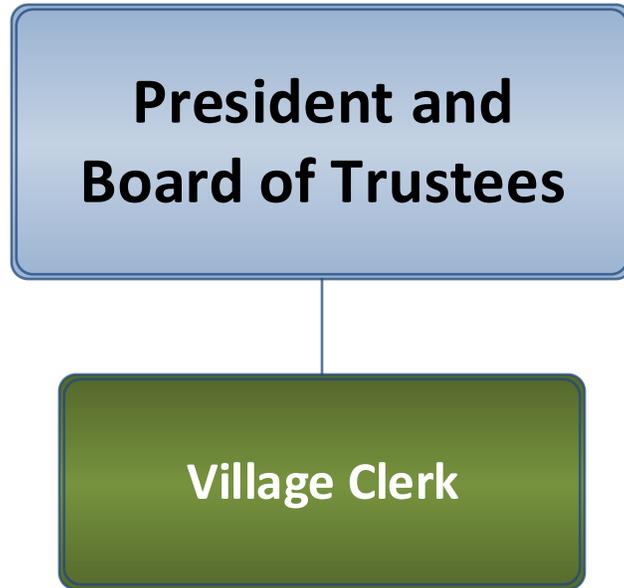
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 4400 - Human Resources

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 164,926	\$ 198,384	\$ 175,595	\$ 201,090	\$ 207,499	\$ 214,161
401-412	Salaries - Part - Time	11,280	15,157	13,989	31,348	22,530	32,107
401-421	Overtime Compensation	9,019	2,900	4,604	4,000	3,000	3,000
401-441	State Retirement	24,908	27,312	23,204	21,178	21,471	27,039
401-442	Social Security	14,359	16,874	14,963	18,219	17,827	19,314
401-444	Employee Insurance	22,676	26,185	26,972	46,201	42,900	44,385
Total Personnel Services		<u>247,169</u>	<u>286,812</u>	<u>259,327</u>	<u>322,036</u>	<u>315,227</u>	<u>340,006</u>
402-411	Office Supplies	1,700	1,742	1,787	1,750	1,500	1,500
402-413	Memberships / Subscriptions	1,947	1,495	4,094	4,998	4,987	2,998
402-414	Books / Publications / Maps	291	467	350	600	600	500
402-427	Materials & Supplies	381	-	-	-	-	-
402-490	Employee Recognition	27,657	27,555	26,957	41,930	26,104	27,645
Total Commodities		<u>31,977</u>	<u>31,259</u>	<u>33,189</u>	<u>49,278</u>	<u>33,191</u>	<u>32,643</u>
403-412	Contractual Services Postage	915	808	729	1,000	1,000	1,000
403-436	Maintenance Agreements	2,231	2,877	2,283	3,221	3,221	3,221
403-451	Equipment Rentals	1,052	619	1,626	-	-	-
403-461	Consulting Services	59,716	50,670	126,557	94,469	86,146	47,286
403-465	Medical Examinations	16,143	30,157	24,609	34,418	41,421	42,184
403-467	Legal Publications	3,367	4,355	2,505	4,500	5,500	5,000
403-471	Schools / Conferences / Meetings	13,255	7,877	7,755	7,640	5,668	6,746
403-472	Transportation	199	1,042	81	1,200	1,040	1,200
403-474	Tuition Reimbursement	-	-	3,673	12,000	12,000	7,455
Total Contractual Services		<u>96,879</u>	<u>98,405</u>	<u>169,818</u>	<u>158,448</u>	<u>155,996</u>	<u>114,092</u>
Total Human Resources		<u>\$ 376,024</u>	<u>\$ 416,477</u>	<u>\$ 462,334</u>	<u>\$ 529,762</u>	<u>\$ 504,414</u>	<u>\$ 486,741</u>

# 4600 - Special Events

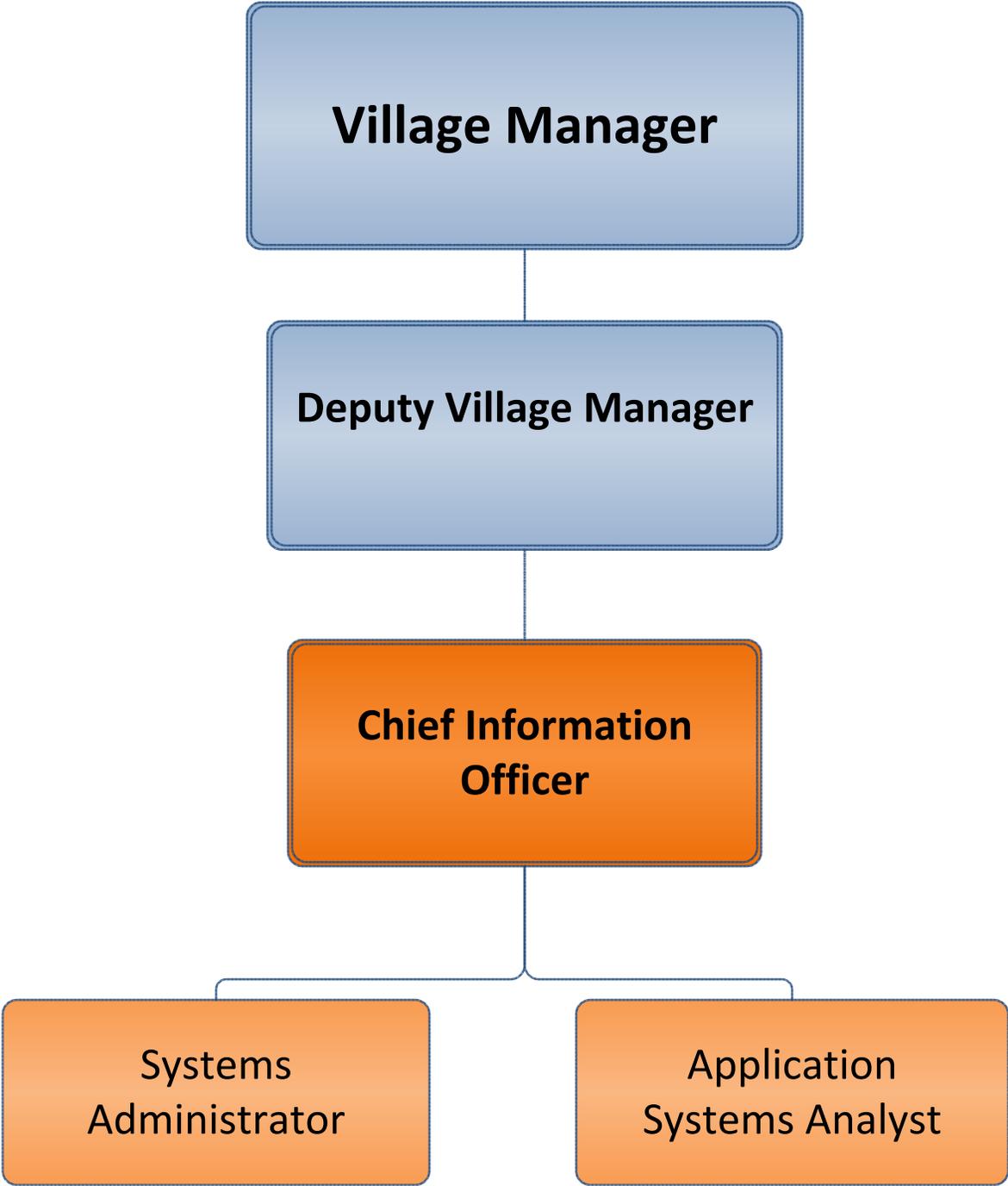


VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 4600 - Special Events

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
403-412	Postage	\$ 235	\$ -	\$ -	\$ -	\$ -	\$ -
403-470	Binding & Printing	-	1,390	-	-	-	-
403-491	Special Events	11,789	11,222	-	-	-	-
Total Contractual Services		12,025	12,612	-	-	-	-
Total Special Events		\$ 12,025	\$ 12,612	\$ -	\$ -	\$ -	\$ -



**PURPOSE STATEMENT**

The goal of the Information Technology (IT) department is to provide the highest quality technology-based services in the most cost-effective manner, to facilitate the Village’s mission as it applies to the management and delivery of services to the departments and community as established by the Village Board under the direction of the Village Manager.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Under the direction of the Chief Information Officer (CIO), the IT department is responsible for the administration, software licensing, and safe-keeping of all technology-based systems and data utilized by Village departments.

The IT department researches new technologies, analyzes existing processes and procedures, and works closely with staff to understand existing needs. Working in conjunction with staff, cost-effective plans for new technologies and processes that will address needs, improve communications, eliminate unnecessary redundancy between departments and lower operating costs are developed and implemented.

Finally, IT provides research and consultation on all technology-based questions that arise in the course of business. The IT department strives to educate staff, both through direct in-house training and through the coordinated use of outside services, on new technologies, as well as existing technologies, to ensure maximum return of technology investments.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Number of Full Time Employees	3	3	3	3	3
Number of Full Time Employees Per 100 Population	.08	.08	.08	.08	.08
Total Information Technology Department Expenditures	\$878,687	\$847,870	\$1,014,787	\$1,017,240	\$1,197.375
Cost of Services Per Capita	23.14	23.04	26.72	26.78	31.53

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Replace 55 Desktop PCs and 15 mobile data computers in continuation of the IT equipment replacement program. *Third and fourth quarter 2019 – Replacement of computers and mobile data computers will be complete. Please note that only 8 mobile data computers were replaced due to a pending change for Code Enforcement Vehicles.*
- ✓ Replace PD interview room recording system. *Second quarter 2019 – Delayed until third quarter. Will be complete by year end.*
- ✓ Upgrade Cisco phone system. *Second quarter 2019 – Completed in first quarter of 2019.*
- ✓ Replace PD video storage system. *Second quarter 2019 – Completed in first quarter of 2019.*

- ✓ Replace wireless access infrastructure. *Second quarter 2019 – In progress, to be completed fourth quarter of 2019.*
- ✓ Replace Police in-car ticket printers. *Fourth quarter 2019 – Will be completed by year end.*
- ✓ Replace data backup device. *First quarter 2019 – Completed in first quarter.*

**Additional Accomplishments**

- ✓ IT department staff worked with the Police Department, Fire Department, ETSB and DUCOMM to go live with the new CAD and Records management system.
- ✓ Launched Online Business License renewal process with the Clerk’s Office. For the first time, businesses were able to renew their license online, without the need to come to Village Hall.
- ✓ Coordinated internal efforts to improve the collections process for citations.
- ✓ Expanded the internal video surveillance system to include public areas for Village properties.
- ✓ Upgraded several systems to current versions including New World ERP.

**2020 BUDGET GOALS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

1. Replace 55 Desktop PCs in continuation of the IT equipment replacement program.
2. Replacement of the core switches at PD and Village Hall.  
*The four core switches provide network routing and connectivity for the fiber connections to all connected facilities and access to all servers and end points. These switches will be 9 years old and will reach the end-of-life for support in the beginning of 2020.*
3. Replacement of audio video equipment in Fire Station 1 Training Room.  
*The equipment is over 13 years old and has been failing. It is in need of replacement.*
4. Implement enhancements to the Village cyber security.  
*Add additional monitoring and detection security software for Village network systems.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 4700 - Information Technology

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 189,425	\$ 200,712	\$ 200,588	\$ 195,311	\$ 201,994	\$ 199,868
401-421	Overtime Compensation	10,071	8,893	5,380	10,000	5,500	6,000
401-441	State Retirement	27,441	28,230	26,699	21,400	21,164	26,026
401-442	Social Security	14,972	15,937	15,279	15,796	15,873	16,145
401-444	Employee Insurance	32,348	28,597	32,776	32,523	31,200	31,360
Total Personnel Services		<u>274,257</u>	<u>282,369</u>	<u>280,721</u>	<u>275,030</u>	<u>275,731</u>	<u>279,399</u>
402-411	Office Supplies	56,687	51,706	59,692	55,000	51,700	54,012
402-413	Memberships / Subscriptions	250	304	300	300	300	300
402-427	Materials & Supplies	13,661	13,891	12,949	14,000	13,875	14,000
Total Commodities		<u>70,598</u>	<u>65,901</u>	<u>72,941</u>	<u>69,300</u>	<u>65,875</u>	<u>68,312</u>
403-411	Telephone	198,568	185,156	185,843	184,764	194,569	180,965
403-412	Postage	36	-	-	-	-	-
403-436	Maintenance Agreements	277,221	282,677	353,042	354,274	347,116	378,655
403-456	IT Equipment Maint. & Replacement	180,000	180,000	217,589	325,343	325,343	470,133
403-461	Consulting Services	9,908	8,920	73,605	73,600	70,921	77,605
403-471	Schools / Conferences / Meetings	4,198	11,707	12,783	14,000	11,500	10,500
403-472	Transportation	-	510	850	850	575	850
Total Contractual Services		<u>669,932</u>	<u>668,969</u>	<u>843,713</u>	<u>952,831</u>	<u>950,024</u>	<u>1,118,708</u>
Total Information Technology		<u>\$ 1,014,787</u>	<u>\$ 1,017,240</u>	<u>\$ 1,197,375</u>	<u>\$ 1,297,161</u>	<u>\$ 1,291,630</u>	<u>\$ 1,466,419</u>

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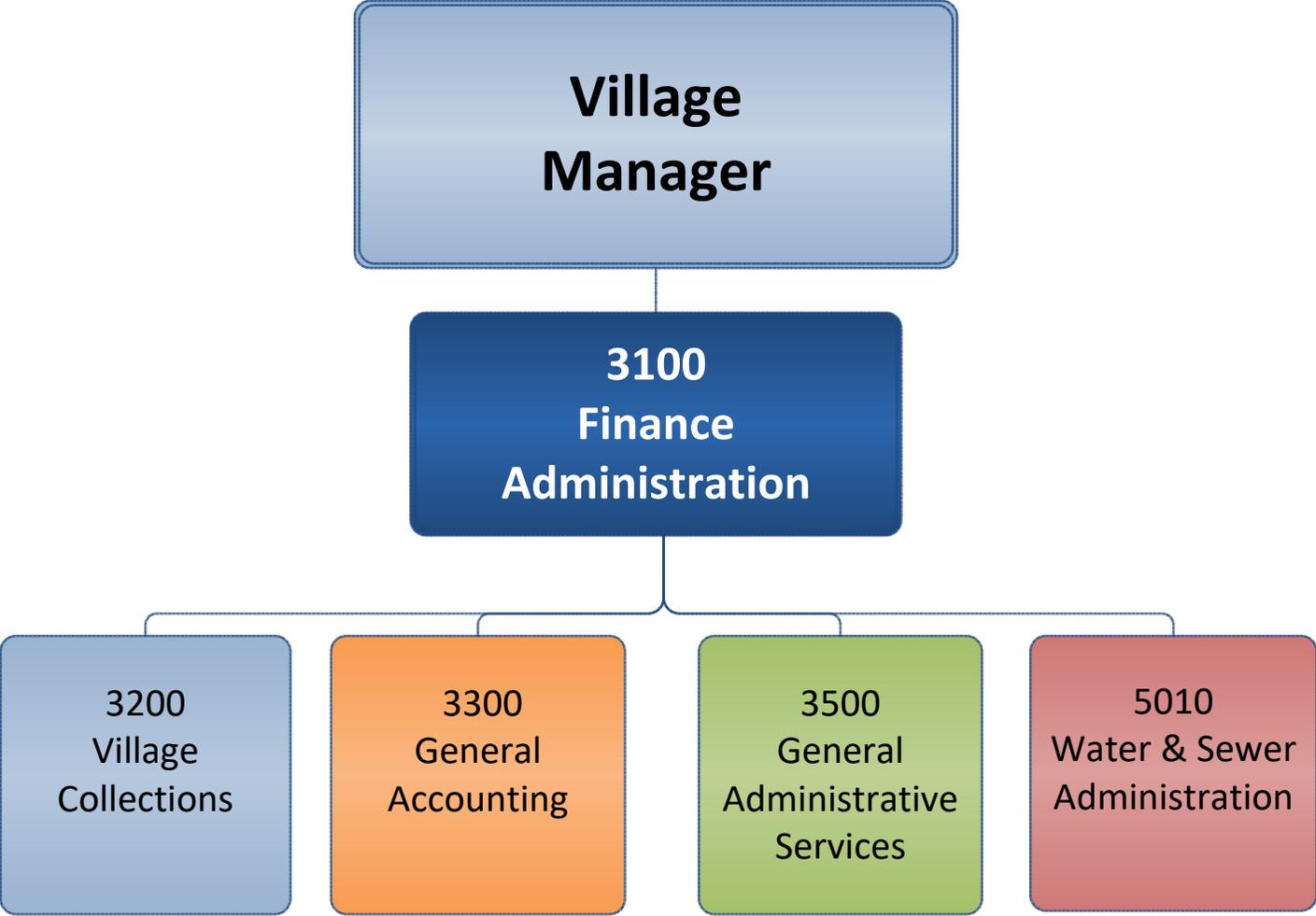
# FINANCE DEPARTMENT

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## Cost Control Centers

<b>Administration</b>	<b>3100</b>
<b>Collections</b>	<b>3200</b>
<b>General Accounting</b>	<b>3300</b>
<b>General Administrative Services</b>	<b>3500</b>

# Organization of the Finance Department







**PURPOSE STATEMENT**

Coordinate the financial activity in compliance with the financial policies established by the Village Board under the direction of the Village Manager.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Director of Finance is responsible for the financial administration of the Village. The administrative duties of the Director involve the overall accounting and financial reporting, budgeting, collections, investment and water billing functions. The duties involve, providing technical assistance and financial information to department personnel, administration and Village officials as well as executing and monitoring compliance with the broad financial policies of the Village.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Full Time Employees	10	11	11	11	11
Number of Part Time Employees	3	0	1	0	0
Number of Full Time Employee per 1,000 Population	0.26	0.29	0.29	0.29	0.29
Total Finance Department Expenditures including transfers	3,506,176	3,023,027	2,781,457	3,272,639	3,648,100
Cost of Services Per Capita	92.33	79.61	73.25	86.18	96.07

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Continued to develop a plan regarding the potential loss of state funding.  
*Ongoing. As of January 1, 2019, the Village board approved the pass-through credit card fees to customers of 2.75% savings the Village over \$90k in credit card fees.*
- ✓ Continued to maintain a balanced budget.  
*Ongoing. The Finance Department worked together with other departments and programs to operate efficiently and within the resources of the Village.*
- ✓ Continued to find ways to lower the Village property tax rate.  
*Ongoing. Third year in a row that the Village did not increase property tax rate. To attract commercial business, the property tax rate must be in line with other neighboring villages.*

## Strategic Plan Goal #5: Effective Governance

- ✓ Streamlined Finance Department processes so that the staff will have more capacity to directly manage customer relationships.  
*Ongoing. Completed and updated utility billing, accounts receivable, accounts payable, journal entries, revenue collection etc. procedures/policies guidelines to provide consistency and succession planning.*
- ✓ Continued training of front-line employee (receptionist) and Management staff.  
*Ongoing. Staff continued training on how to improve good customer service to both internal and external customer. Management staff will continue to learn and gain understanding of any new procurement and new GASB implementation needed to fulfill the reporting requirements.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

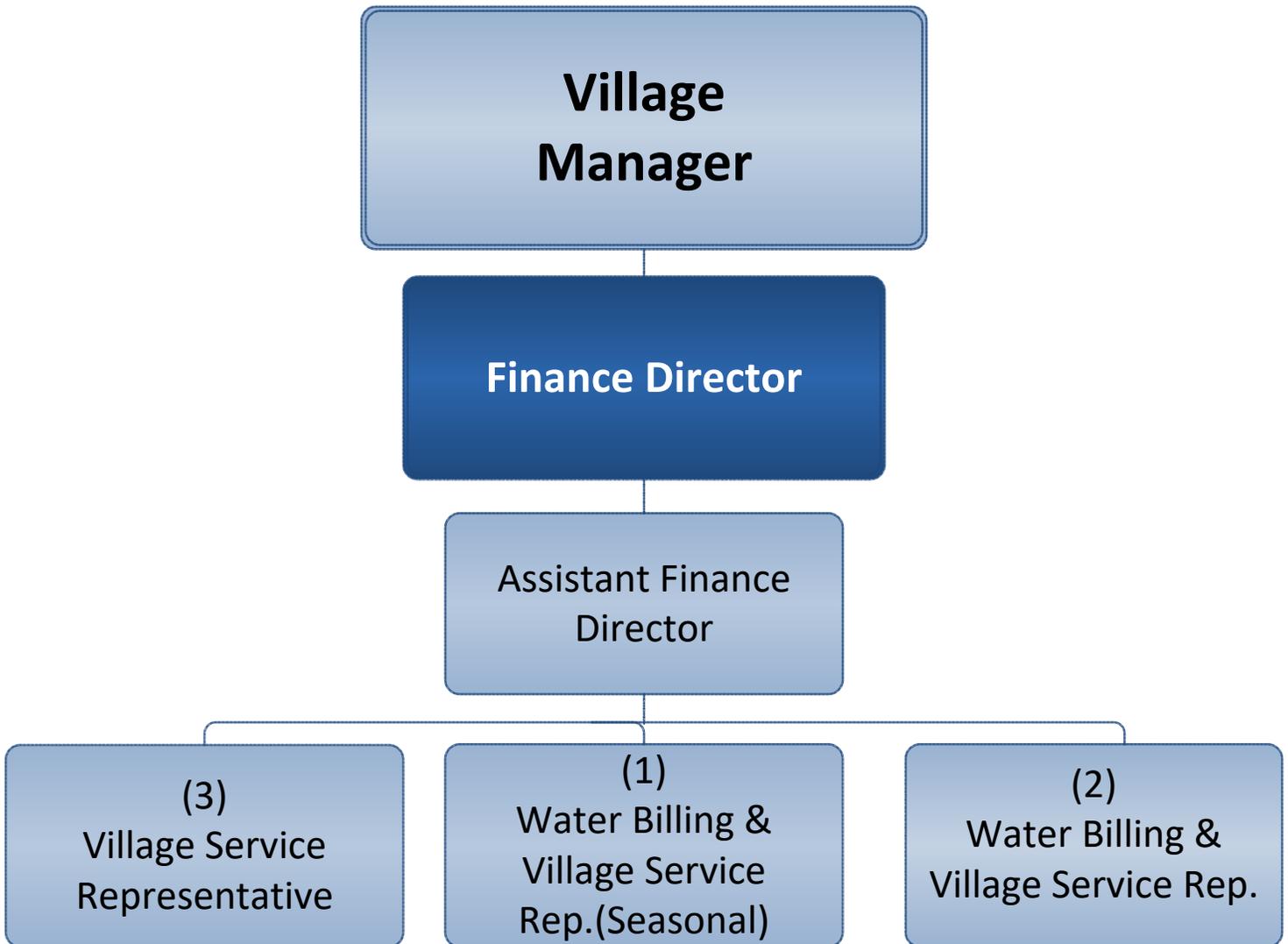
1. Continue to maintain a balanced budget.  
*Ongoing.*
2. Continue to develop a plan regarding the potential loss of state funding.  
*Ongoing.*
3. Continue to find ways to lower the Village property tax rate.  
*Ongoing.*
4. Review the 2010 and 2010A Taxable General Obligation Bond for possible refinance.  
*Fourth Quarter. The 2010 and 2010A Taxable General Obligation Bond are issued with a higher interest rate. The Bonds can be refinanced for lower interest rate December 1, 2018 and December 1, 2019.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 3100 - Finance Administration

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 110,814	\$ 118,250	\$ 112,538	\$ 121,415	\$ 125,535	\$ 130,945
401-421	Overtime Compensation	-	108	56	200	100	200
401-441	State Retirement	15,678	16,018	14,761	12,774	13,092	16,241
401-442	Social Security	8,140	8,697	8,270	9,578	9,333	10,127
401-444	Employee Insurance	9,482	22,651	13,966	23,046	23,266	24,533
Total Personnel Services		<u>144,114</u>	<u>165,723</u>	<u>149,591</u>	<u>167,013</u>	<u>171,326</u>	<u>182,046</u>
402-411	Office Supplies	674	431	280	590	550	500
402-413	Memberships / Subscriptions	851	915	1,174	990	940	990
402-414	Books / Publications / Maps	83	97	-	95	155	100
402-431	Uniforms	-	-	455	150	150	150
Total Commodities		<u>1,608</u>	<u>1,443</u>	<u>1,909</u>	<u>1,825</u>	<u>1,795</u>	<u>1,740</u>
403-436	Maintenance Agreements	5,359	4,669	4,574	5,424	4,500	4,385
403-461	Consulting Services	13,405	1,908	-	-	-	-
403-471	Schools / Conferences / Meetings	2,157	3,355	1,127	3,488	1,670	3,488
403-472	Transportation	1,045	636	316	980	400	980
403-480	Bad Debt Expense	153	-	-	-	-	-
403-499	Miscellaneous Expense	-	-	300	-	-	-
Total Contractual Services		<u>22,119</u>	<u>10,568</u>	<u>6,317</u>	<u>9,892</u>	<u>6,570</u>	<u>8,853</u>
Total Finance Administration		<u>\$ 167,841</u>	<u>\$ 177,734</u>	<u>\$ 157,817</u>	<u>\$ 178,730</u>	<u>\$ 179,691</u>	<u>\$ 192,639</u>



**PURPOSE STATEMENT**

The goals of the Division are to continue to provide prompt, efficient and friendly service to all people; to handle funds in an accurate and professional manner; to provide the Department of Finance with cash flow information; to provide quality service and to strive for self-improvement in all areas of responsibilities.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

This division is responsible for the collection of all cash funds that comes into the Village. A majority of these collections are from water and sewer payments. Collections processes all local citations issued by the Police Department as well as setting court dates. It also handles booted vehicles invoices and processes unpaid tickets for the collection agency. In addition, the Division is responsible for the issuance of animal licenses, commuter parking lot permits and real estate transfer stamps, and also maintains all escrow agreements.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Animal Licenses	197	153	138	111	125
Parking Ticket Paid	6,795	6,250	7,611	7,295	8034
Monthly Commuter Parking Permits	8,119	7,760	7,586	7,505	7,511
Contractor and Business Licenses	1,428	1,724	2,473	2,389	2,595
Real Estate Transfer Tax Stamps	1,111	1,038	990	964	902
Water Bill Payments Collected	59,029	59,366	76,251	109,707	107,833
Yard Waste Stickers	7,512	4,735	4,557	4,249	3,924
Parking Tickets Entered	12,080	11,618	19,091	12,701	13,663
Tickets sent to Collections	1,637	-	-	11,937	4,620

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Resubmitted the Debt Recovery Program application.  
*Ongoing. The Debt Recovery Program application has been approved by the State.*
- ✓ Agreement with the new collection Agency  
*Complete. An agreement with new collection agency approved on April 2019. This new agency will work to recover debts owed to the Village; they will provide a report to submit to Debt Recovery Program.*

**Strategic Plan Goal #5: Effective Governance**

- ✓ Continued training of front-line employees.  
*Ongoing. Continued staff training on how to provide good customer service to internal and external customers. Continued to learn and explore New World System capabilities to help staff fulfill their tasks. Enhance their knowledge on use of Excel and Word.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Collection Agency and Debt Recovery Program.  
*Ongoing. Aggressively pursue collection of debts (fines, ordinance, citation violations, Administrative hearing findings, miscellaneous accounts receivable, red light camera and EMS fees) through utilization of outside collection firm and the Illinois Debt Recovery Program (IDRP).*

### Strategic Plan Goal #5: Effective Governance

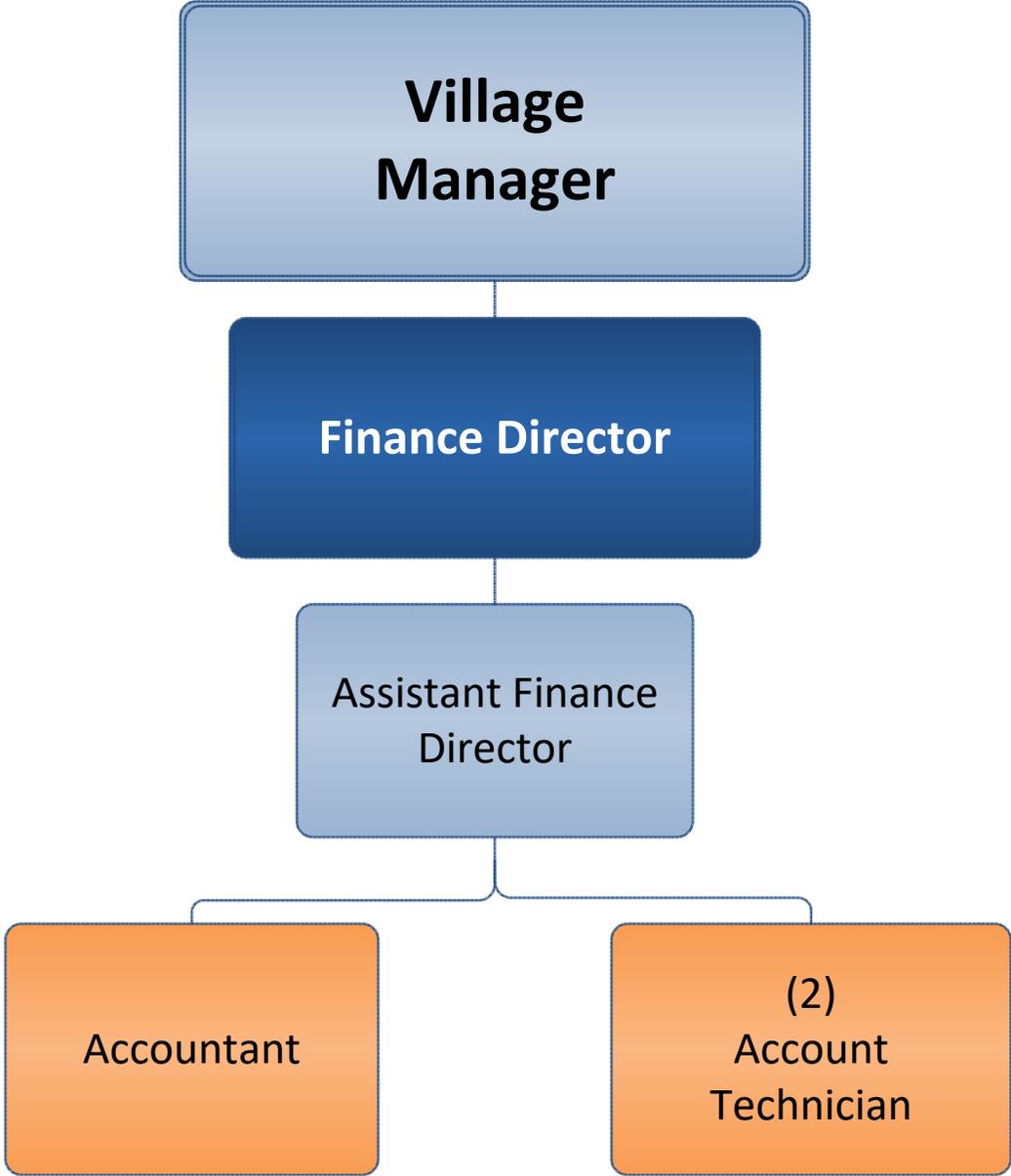
1. Continue training of front-line employees.  
*Ongoing. Encourage staff to attend training sessions regarding collection practice and good customer service.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 3200 - Collections

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries-Regular	\$ 100,731	\$ 112,667	\$ 113,973	\$ 114,127	\$ 117,070	\$ 120,303
401-412	Salaries-Part Time	7,054	1,066	-	-	-	-
401-421	Overtime Compensation	4,051	1,299	1,565	1,500	1,102	1,500
401-441	State Retirement	14,826	15,366	15,050	11,913	12,198	15,074
401-442	Social Security	8,845	8,713	8,651	9,256	9,106	9,729
401-444	Employee Insurance	9,793	29,206	32,948	33,284	31,586	28,687
Total Personnel Services		<u>145,300</u>	<u>168,319</u>	<u>172,186</u>	<u>170,080</u>	<u>171,062</u>	<u>175,293</u>
402-411	Office Supplies	7,411	8,194	9,422	7,500	9,500	9,500
Total Commodities		<u>7,411</u>	<u>8,194</u>	<u>9,422</u>	<u>7,500</u>	<u>9,500</u>	<u>9,500</u>
403-412	Postage	275	795	115	500	200	200
403-461	Consulting Services	9,955	-	-	-	-	-
403-471	Schools / Conferences / Meetings	459	481	198	500	560	500
403-472	Transportation	-	31	-	75	75	75
Total Contractual Services		<u>10,689</u>	<u>1,307</u>	<u>313</u>	<u>1,075</u>	<u>835</u>	<u>775</u>
Total Collections		<u>\$ 163,400</u>	<u>\$ 177,820</u>	<u>\$ 181,921</u>	<u>\$ 178,655</u>	<u>\$ 181,397</u>	<u>\$ 185,568</u>



**PURPOSE STATEMENT**

To provide complete and accurate financial data in proper form on a timely basis to all responsible for the financial administration of the Village.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

This Division is responsible for all accounting functions including processing accounts payable, accounts receivable, purchase orders and general accounting for all departments in the Village. In addition, this Division maintains capital asset records, prepares financial reports and coordinates the annual audit.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of invoices Processed	7,787	7,549	8,217	8,138	8,408
Number of Purchase Orders Processed	1,852	98	133	122	142
Number of Checks Issued	3,217	3,314	3,823	3,976	3,970
GFOA Distinguished Budget Award	Yes	Yes	Yes	Yes	Yes
GFOA Certificate of Achievement – CAFR	Yes	Yes	Yes	Yes	Yes

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Provided financial reporting and present fiscal transparency.  
*Ongoing. Provided monthly treasurer’s reports to the Village Board. Provided quarterly financial reports to aid in the analysis by the Board and members of the public.*

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Continued to evaluate technology options to enhance efficiency and services.  
*Ongoing.*

**Strategic Plan Goal #5: Effective Governance**

- ✓ Utilized the New World asset tracking system.  
*Ongoing. Financial data of the Village’s capital assets has been entered into the system and will continue to be updated as needed.*
- ✓ Continued to expand knowledge by attending training and seminars.  
*Ongoing.*
- ✓ Finance staff will provide a refresher course on how to enter Accounts payable, Accounts Receivable, purchase order initiation.  
*Ongoing. Staff will continue to provide assistance and training to all departments as needed.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Provide financial reporting and present more fiscal transparency.  
*Ongoing. Staff will continue to provide the monthly treasurers report to the Village Board. Continue to improve the quarterly financial reports to aid in the analysis by the Board and members of the public.*

### Strategic Plan Goal #4: Community Image & Identity

1. Continue to evaluate technology options to enhance efficiency and services.  
*Ongoing.*

### Strategic Plan Goal #5: Effective Governance

1. Utilize the New World asset tracking system.  
*Ongoing. Financial data of the Village's capital assets has been entered into the system and will continue to be updated as needed.*
2. Continue to expand knowledge by attending training and seminars.  
*Ongoing. Staff will continue to learn and take advanced training on the New World System software.*
3. Finance staff will provide a refresher course on how to enter Accounts payable, Accounts Receivable, purchase order initiation, when requested by other departments.  
*Ongoing. Staff will continue to provide assistance and training to all departments as needed.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 3300 - General Accounting

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 93,973	\$ 97,817	\$ 101,568	\$ 102,367	\$ 104,961	\$ 108,417
401-421	Overtime Compensation	2,383	397	228	600	250	300
401-441	State Retirement	22,987	13,844	13,749	10,959	10,934	13,880
401-442	Social Security	7,579	7,714	7,973	8,244	8,015	8,663
401-444	Employee Insurance	14,157	18,890	21,108	21,039	18,840	18,972
Total Personnel Services		<u>141,080</u>	<u>138,661</u>	<u>144,626</u>	<u>143,209</u>	<u>143,000</u>	<u>150,232</u>
402-411	Office Supplies	387	136	462	400	400	400
402-413	Memberships / Subscriptions	537	966	930	1,000	1,000	1,125
402-499	Miscellaneous Expense	761	517	482	600	600	600
Total Commodities		<u>1,686</u>	<u>1,619</u>	<u>1,874</u>	<u>2,000</u>	<u>2,000</u>	<u>2,125</u>
403-412	Postage	3,199	2,894	2,485	2,730	2,600	2,730
403-436	Maintenance Agreements	1,827	1,606	2,205	2,210	2,206	2,210
403-463	Auditing Services	23,230	26,957	24,123	25,406	25,203	24,687
403-470	Binding & Printing	2,654	1,350	426	200	200	200
403-471	Schools / Conferences / Meetings	166	164	115	600	600	500
403-472	Transportation	26	-	-	75	75	75
403-496	Collection Fee Service	-	488	2,536	2,000	5,650	4,000
403-499	Miscellaneous Expense	55,194	35,178	34,005	11,300	13,311	10,854
Total Contractual Services		<u>86,295</u>	<u>68,637</u>	<u>65,895</u>	<u>44,521</u>	<u>49,845</u>	<u>45,256</u>
Total General Accounting		<u>\$ 229,061</u>	<u>\$ 208,917</u>	<u>\$ 212,395</u>	<u>\$ 189,730</u>	<u>\$ 194,845</u>	<u>\$ 197,613</u>



VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 3500 - Administrative Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ -	\$ -	\$ -	\$ 431,216	\$ -	\$ -
401-427	Language Proficiency	19,150	20,250	23,659	23,250	23,000	24,650
401-441	State Retirement	7,358	7,769	8,179	35,641	9,469	3,025
401-442	Social Security	4,754	5,141	5,414	47,555	6,980	6,810
401-445	Special Pension	51,278	56,388	58,035	55,218	64,041	56,000
401-446	Unemployment Compensation	24,530	34,797	37,261	17,000	8,500	7,500
Total Personnel Services		<u>107,071</u>	<u>124,346</u>	<u>132,548</u>	<u>609,880</u>	<u>111,990</u>	<u>97,985</u>
403-411	Telephone	526	-	-	-	-	-
403-413	Light & Power	1,616	1,446	1,522	1,800	1,595	1,800
403-414	Natural Gas	18,493	23,896	32,817	24,000	33,500	35,000
403-421	Liability Insurance Program	482,051	513,921	359,721	602,506	633,385	679,697
403-453	Furniture Replacement	20,000	-	-	-	-	-
403-461	Consulting Services	-	-	-	19,950	19,950	-
403-462	Legal Services	371,638	348,737	366,866	376,380	380,000	380,000
403-483	Shelter Inc.	2,000	-	-	-	-	-
403-485	Miscellaneous Programs	15,891	17,668	11,687	21,800	21,800	24,300
403-488	Park District - Youth Programs	2,475	-	-	-	-	-
403-495	W.A.Y.S.	2,000	-	-	-	-	-
403-498	Contingency	-	-	-	5,000	-	15,000
Total Contractual Services		<u>916,689</u>	<u>905,668</u>	<u>772,613</u>	<u>1,051,436</u>	<u>1,090,230</u>	<u>1,135,797</u>
Total Administrative Services		<u>\$ 1,023,759</u>	<u>\$ 1,030,013</u>	<u>\$ 905,162</u>	<u>\$ 1,661,316</u>	<u>\$ 1,202,220</u>	<u>\$ 1,233,782</u>

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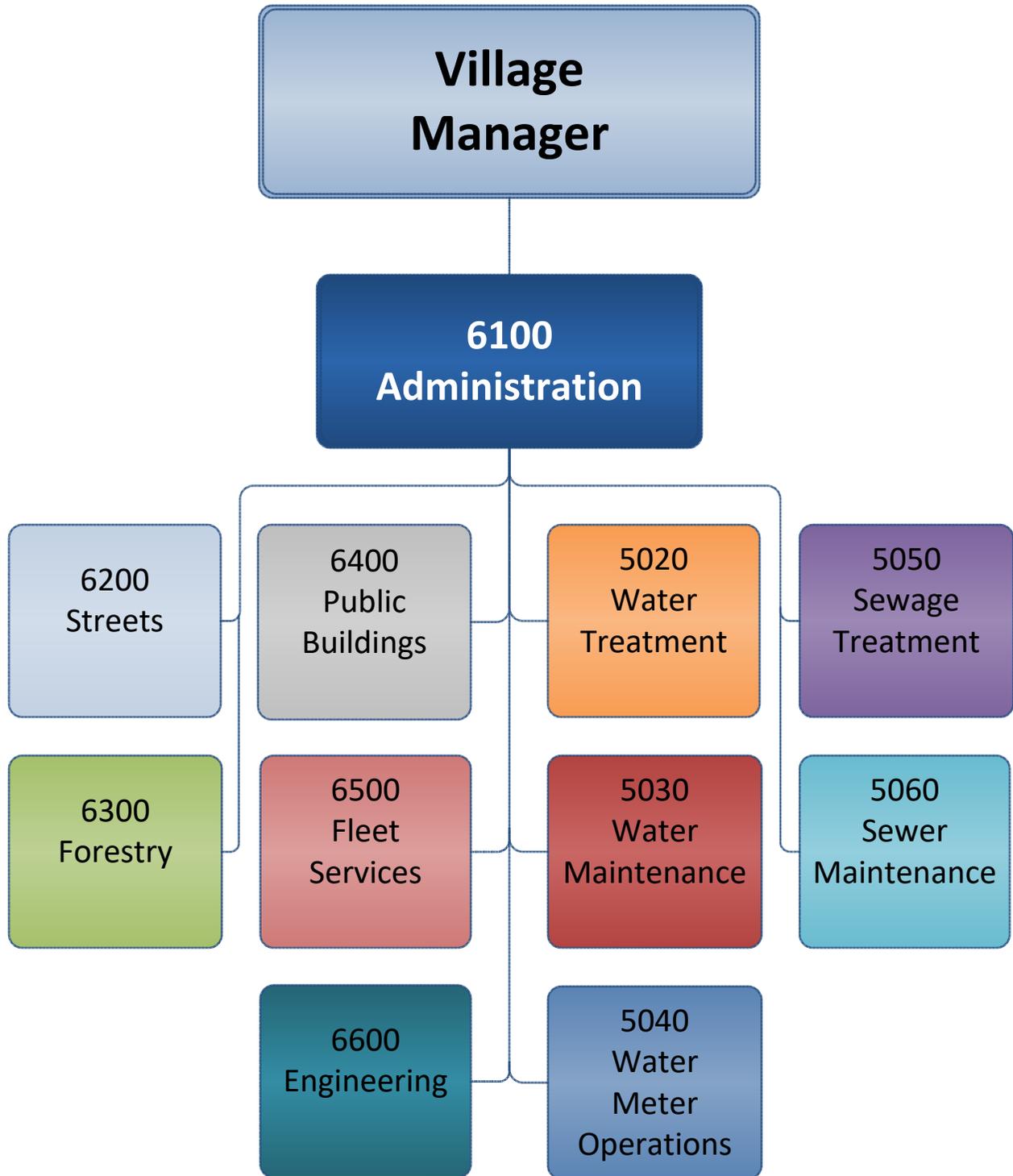
# PUBLIC WORKS DEPARTMENT

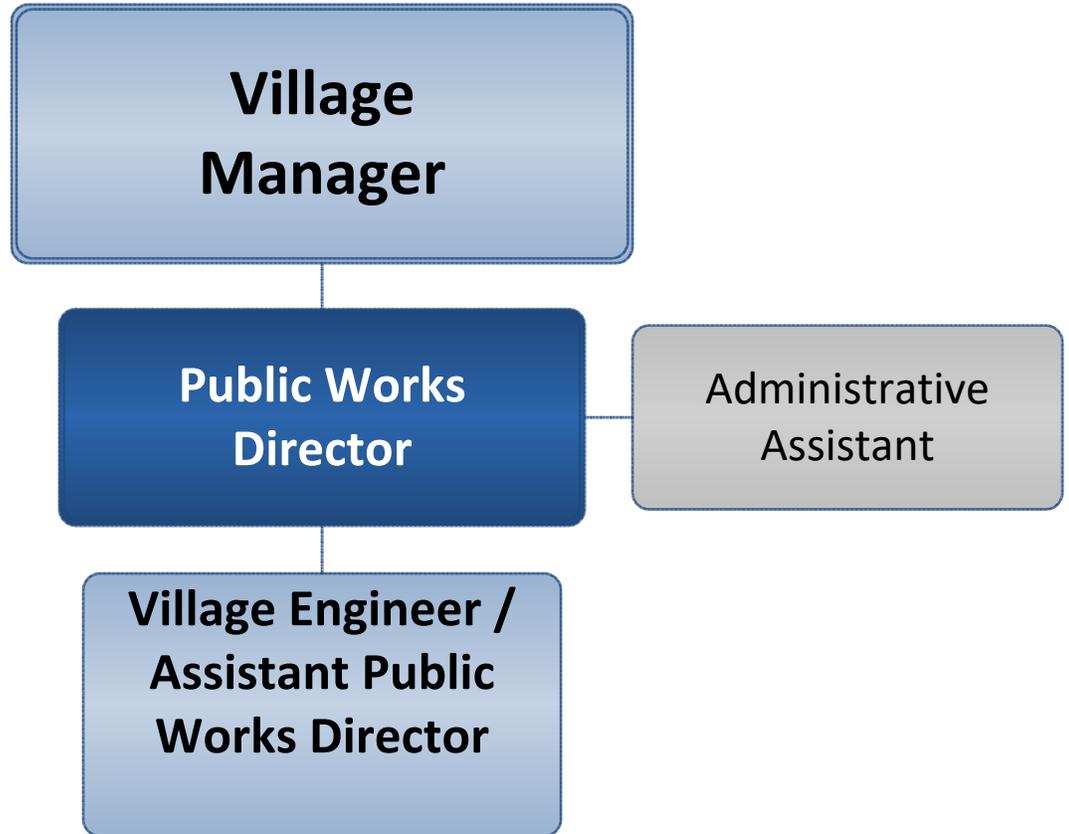
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## Cost Control Centers

<b>Administration</b>	<b>6100</b>
<b>Streets</b>	<b>6200</b>
<b>Forestry</b>	<b>6300</b>
<b>Public Buildings</b>	<b>6400</b>
<b>Fleet Services</b>	<b>6500</b>
<b>Engineering</b>	<b>6600</b>

# Organization of the Public Works and Engineering Department





**PURPOSE STATEMENT**

Provide for safe, efficient and effective delivery of public services through the optimum administration of those departments responsible for such delivery.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To develop intermediate and long-range plans; to propose policy as it relates to department personnel and operations; to formulate budgets for operation and capital improvements; and to evaluate the operations and revise them accordingly.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Full Time Employees	46	46	47	47	48
Number of Part Time Employees	3	3	3	3	3
Number of Full Time Employees Per 1,000 Population	1.26	1.26	1.26	1.26	1.26
Public Works Department Insurance Claims:					
Total Worker Compensation Claims	3	5	6	3	6
Worker Compensation Losses	\$57,723	\$10,753	\$7,296	\$765,076	\$5,973
All Other Claims	7	8	12	14	8
Non-Worker Compensation Losses	\$69,985	\$18,835	\$80,691	\$21,692	\$39,486
Total Claims	10	13	18	17	14
Total Losses	\$127,708	\$29,588	\$87,987	\$786,768	\$45,460
Total Expenditures	\$3,792,615	\$3,962,391	\$3,874,429	\$3,981,239	\$4,237,892
Cost of Services Per Capita	\$99.88	\$104.35	\$102.03	\$104.84	\$111.58

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #2: Focused Economic Development & Redevelopment**

- ✓ Ontarioville Road project.  
*Completed. Fourth quarter. Continue development of area. Project design completed. Metra permitting underway. Construction should take place the end of 2019 into 2020.*

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Hire Civil Engineer.  
*Completed. First quarter. Use internal Engineer instead of outside firms for design of water mains, etc. Assistant Civil Engineer was hired.*

**Strategic Plan Goal #4: Community Image and Identity**

- ✓ Entry signage.  
*Completed. Second quarter. Review entry signage to determine where new logo is needed. Consultant was hired and design is underway.*

### ***Additional Accomplishments***

- ✓ Completed remodel of Village Hall.
- ✓ Completed study for Fire Station #2 replacement.
- ✓ Developed 10-year Capital Infrastructure study.

## **2020 BUDGET GOALS**

### **Strategic Plan Goal #2: Focused Economic Development & Redevelopment**

1. Ontarioville Development  
*Third quarter. Complete Phase 1 of Ontarioville development.*

### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

1. Concrete Streets  
*Third quarter. Reconstruct half of the remaining concrete streets.*

### **Strategic Plan Goal #4: Community Image and Identity**

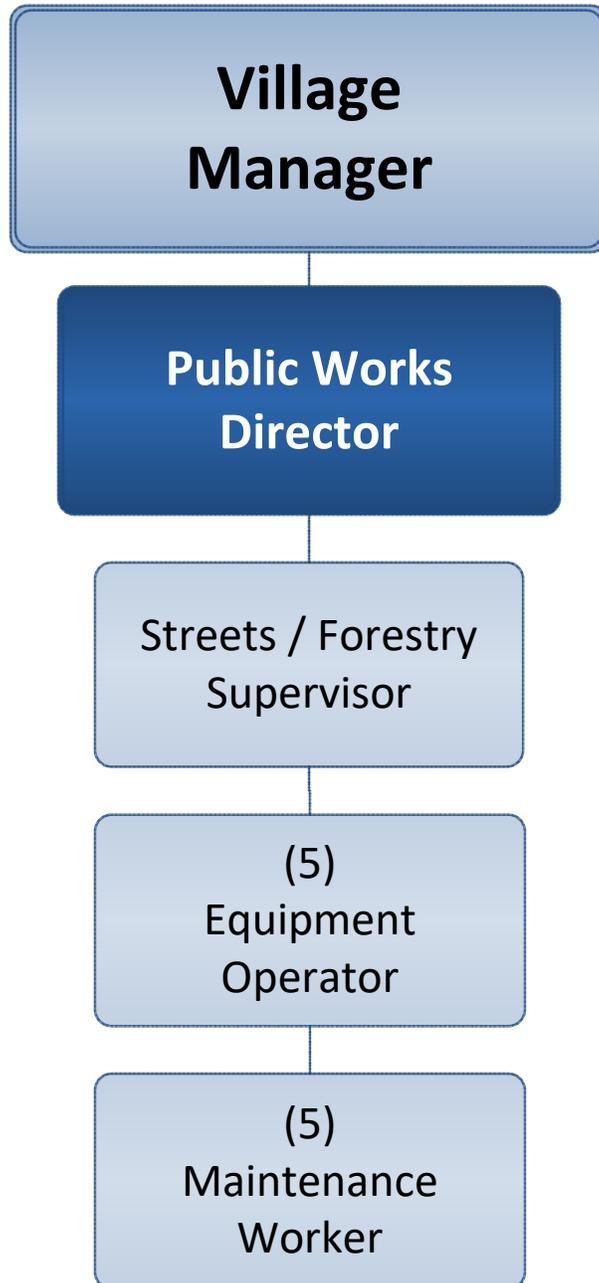
1. Entryway Signage  
*Second quarter. Install three new entryway signs.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6100 - Public Works Administration

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 110,956	\$ 112,820	\$ 113,000	\$ 111,010	\$ 114,528	\$ 115,651
401-421	Overtime Compensation	872	2,803	1,116	900	1,100	1,100
401-441	State Retirement	15,671	15,493	14,687	11,521	11,794	14,190
401-442	Social Security	7,859	8,245	8,028	8,641	8,846	8,847
401-444	Employee Insurance	18,094	19,476	22,404	22,415	21,351	20,455
Total Personnel Services		<u>153,452</u>	<u>158,836</u>	<u>159,235</u>	<u>154,487</u>	<u>157,619</u>	<u>160,243</u>
402-411	Office Supplies	1,279	1,148	1,080	1,045	1,045	1,045
402-413	Memberships / Subscriptions	2,088	666	505	290	295	305
402-436	Photo Supplies	140	-	-	-	-	-
Total Commodities		<u>3,507</u>	<u>1,815</u>	<u>1,585</u>	<u>1,335</u>	<u>1,340</u>	<u>1,350</u>
403-412	Postage	881	529	653	600	1,000	600
403-436	Maintenance Agreements	358	278	425	10,100	10,100	10,400
403-451	Equipment Rentals	1,446	-	-	-	-	-
403-452	Vehicle Maintenance & Replacement	1,870	-	-	-	-	-
403-471	Schools / Conferences / Meetings	2,804	3,121	1,805	2,800	2,800	2,800
403-472	Transportation	398	967	229	550	550	550
403-489	IEPA Discharge Fee	1,000	1,000	-	1,000	1,000	1,000
Total Contractual Services		<u>8,757</u>	<u>5,894</u>	<u>3,112</u>	<u>15,050</u>	<u>15,450</u>	<u>15,350</u>
Total Public Works Administration		<u>\$ 165,716</u>	<u>\$ 166,545</u>	<u>\$ 163,932</u>	<u>\$ 170,872</u>	<u>\$ 174,409</u>	<u>\$ 176,943</u>



### **PURPOSE STATEMENT**

To provide for the maintenance and upgrading of Village Streets, providing a safe and efficient transportation system for residents of the Village and to provide and maintain a system for controlling storm water on public thoroughfares.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Maintenance of Village streets, including the following operations: street sweeping; graffiti removal; snow plowing and salting; pothole patching; crack filling; preparation work in conjunction with resurfacing programs; construction of asphalt patches on minor residential streets.

Maintenance of the Village storm sewer system, including the following operations: cleaning and removal of debris from inlets and catch basins; high-pressure hydraulic cleaning of storm sewers and ditch culverts; channel maintenance on the West Branch of the DuPage River; patching and rebuilding of existing catch basins, manholes and inlets.

Construction of new storm sewer system to alleviate drainage problems.

Construction, reconstruction, and maintenance of Village sidewalks, curbs and gutters.

Installation and maintenance of traffic regulatory signs and pavement markings necessary to ensure a safe and efficient transportation system.

Clean/vacuum 400 storm sewer basins and 35,000 linear feet of pipe for preventative storm sewer maintenance program. Cleaned 395 basins and 55,825 linear feet of pipe to date.

Provide rapid removal of graffiti utilizing in-house forces.

Provide contract administration to remove and replace 20,000 square feet of public sidewalk and 2,500 linear feet of curb and gutter.

Provide contract administration for the installation of 16,000 pounds of crack seal material with emphasis on previous year's overlay program areas.

Provide contract administration for the installation of 18,000 linear feet of thermoplastic pavement markings, with emphasis on school crossings.

Upgrade and repaint all stop bars and crosswalks in the Village.

Rebuild any failing storm sewer basins in the Village.

Continue to upgrade and maintain the signage throughout the Village, including maintenance of signposts.

Asphalt patches – to remove and replace deteriorating asphalt to a minimum of 200 square yards.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Miles of Streets	99.36	99.36	99.36	99.36	99.36
Miles of Public Sidewalks	155.15	155.15	155.15	155.37	155.37
Miles of Storm Sewer	112.9	112.9	112.9	126.29	126.24
Number of Storm Sewer Structures	6,429	6,429	6,429	7,039	7,039
Number of Streetlight Poles	1,078	1,083	1,085	1,121	1,154
Cost of Annual Resurfacing Program	\$883,673	\$0	\$1,082,9540	\$842,910	\$908,441
Street Division Graffiti Removal	46	21	33	8	26
Sidewalk Replaced (sq. ft.)	22,740	20,661	20,661	27,929	32,360
Curb and Gutter Replaced (lin. ft.)	2,188	2,882	2,882	2,953	2,942
Crack Sealing (lbs. installed)	18,780	16,129	16,666	18,000	19,050
Thermoplastic Pavement Markings (lin. ft. installed)	31,675	27,187	26,235	35,190	34,704
Number of Storm Sewer Basins Rebuilt	1	11	23	11	30
Number of Snow/Ice Responses	41	14	15	21	19

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Pavement Patching Program.  
*Ongoing - Third quarter. Develop and implement a pavement patching program utilizing new paving equipment. Delivery delay of equipment until September.*

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Logo on Entryway Signs.  
*Ongoing -Third quarter. Implement new logo and signage on all entryway signs. New signs are in design phase. New logos were manufactured and installed on the old signs at all locations temporarily.*

**Additional Accomplishments**

- ✓ *Assisted with set up and take down of Village wide events.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: **Maintain and Enhance Infrastructure**

1. Spot Drainage Repairs.  
*Fourth quarter. General drainage spot repairs.*
2. Pavement Patching.  
*Second quarter. Pavement patching program.*

### Strategic Plan Goal #4: **Community Image & Identity**

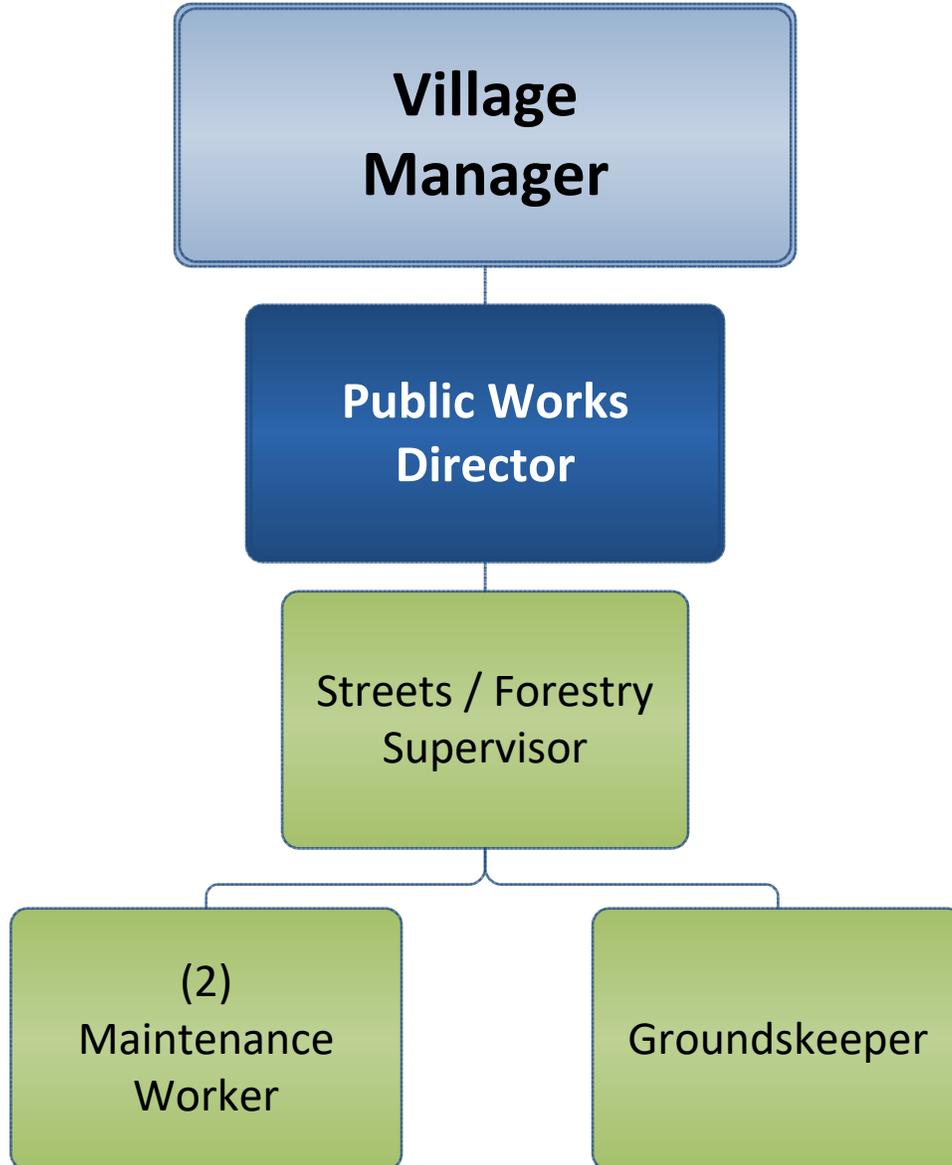
1. Entryway Sign Improvements.  
*Third quarter. Improvements to entryway signs.*
2. Ontarioville Streetscape Improvements.  
*Fourth quarter. Assist with Ontarioville streetscape improvements.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6200 - Streets

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 641,434	\$ 652,713	\$ 669,556	\$ 694,500	\$ 679,315	\$ 689,441
401-412	Salaries - Part - Time	11,974	16,686	4,388	30,240	15,000	15,000
401-421	Overtime Compensation	50,567	40,715	47,988	50,000	65,000	55,000
401-428	On Call Premium Pay	2,751	2,857	3,026	3,000	3,000	3,000
401-441	State Retirement	98,440	93,873	93,708	77,245	76,226	93,183
401-442	Social Security	53,224	54,229	53,628	60,731	58,317	58,483
401-444	Employee Insurance	134,203	158,537	187,733	191,570	190,025	196,617
Total Personnel Services		<u>992,593</u>	<u>1,019,610</u>	<u>1,060,028</u>	<u>1,107,286</u>	<u>1,086,883</u>	<u>1,110,724</u>
402-411	Office Supplies	16	16	-	-	-	-
402-413	Memberships / Subscriptions	215	407	415	245	235	245
402-427	Materials & Supplies	104,372	116,416	103,336	107,000	107,000	137,000
402-431	Uniforms	3,895	4,331	3,847	4,000	4,000	4,000
402-433	Safety & Protective Equipment	3,186	2,647	2,938	3,000	3,000	3,000
402-434	Small Tools	629	2,181	1,999	2,000	2,841	2,000
402-499	Miscellaneous Expense	85	-	-	-	-	-
Total Commodities		<u>112,398</u>	<u>125,998</u>	<u>112,535</u>	<u>116,245</u>	<u>117,076</u>	<u>146,245</u>
403-435	M & R - Streets & Bridges	84,961	58,743	127,612	111,800	111,800	113,900
403-439	M & R - Accident Claims	1,910	41,084	17,240	5,000	10,000	10,000
403-452	Vehicle Maintenance & Replacement	252,778	228,389	245,035	252,712	252,712	269,662
403-471	Schools / Conferences / Meetings	3,667	5,490	3,634	5,000	5,000	5,000
403-472	Transportation	456	62	67	500	586	500
Total Contractual Services		<u>343,772</u>	<u>333,769</u>	<u>393,588</u>	<u>375,012</u>	<u>380,098</u>	<u>399,062</u>
Total Streets		<u>\$ 1,448,762</u>	<u>\$ 1,479,377</u>	<u>\$ 1,566,151</u>	<u>\$ 1,598,543</u>	<u>\$ 1,584,057</u>	<u>\$ 1,656,031</u>





**PURPOSE STATEMENT**

The Forestry Division goals are to continue to research and promote more effective forestry procedures to cut costs (i.e., manpower usage, equipment updating, equipment renewal, etc.). To set minimum standards for appearance of Village grounds and all public plantings. To maintain, treat and spray with proper chemicals all Village owned or maintained trees and properties. To continue the training and education of Forestry personnel. Also, to provide community service information on control of insects and rodents related to health and damage to forestry. Most importantly, to assist in the beautification of the Village.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Maintenance of all trees, shrubs and planting features in Village right-of-ways and retention areas; treatment and maintenance of trees that are infested with various diseases; inspection, grooming, trimming and removal, as needed, of all forestry that is the responsibility of the Village; mowing and turf care of all large fields, retention areas, wells, Municipal Complex grounds, and right-of-ways under our jurisdiction; commuter parking complex turf, trees, shrub and planting feature maintenance; tree planting programs; removing snow and salting at Municipal Building and Commuter Lot walkways and parking lots; repair and maintenance of Forestry Department non-licensed equipment; rodent control, including baiting of fields, vacant lots, and problem breeding areas; resident assistance, answering questions and being helpful regarding trees, shrubs and turf; residential brush pickup and recycling program; municipal yard waste recycling program; resident assistance with recycling; creek bank mowing/maintenance; landscape planning, upgrades and reviews; assisting other departments with priority projects; Banner Program – banners and maintenance.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Number of Parkway Trees Planted	54	300	660	500	544
Number of Parkway Trees Trimmed:					
Contractual	1,607	1,105	1,570	959	1,435
In-House	384	410	466	437	462
Brush Pickup Program (Cubic Yards Collected)	1,400	1,090	1,095	905	1,140
Annual Cost	\$67,161	\$60,310	66,347	62,032	40,702
Cost per Cubic Yard Collected	\$47.97	\$55.33	\$60.59	\$68.54	\$35.70
Leaf Pickup Program (Cubic Yards Collected)	600	500	720	690	500

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Plant Parkway Trees.  
*Completed. First and third quarter. Planted approximately 500+ trees on Village parkways as part of a reforestation project. Half were planted in the first quarter and the remainder in the third quarter.*

#### Strategic Plan Goal #4: Community Image & Identity

- ✓ New Spring and Fall Banners.  
*Completed. First quarter. Purchased and installed new spring and fall banners for our major corridors.*
- ✓ Landscape Improvements.  
*Ongoing. Fourth quarter. Many plants were installed prior to Memorial Day and will continue with landscape improvements throughout the Village.*

#### **Additional Accomplishments**

- ✓ *Designed and installed new landscape features at the front entrance to the Village Hall.*
- ✓ *Designed and installed new landscape feature at the Pavilion at the MWRD ballfields.*

### 2020 BUDGET GOALS

#### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Plant Parkway Trees.  
*Second quarter. Plant trees on Village parkways as part of a reforestation project.*

#### Strategic Plan Goal #4: Community Image & Identity

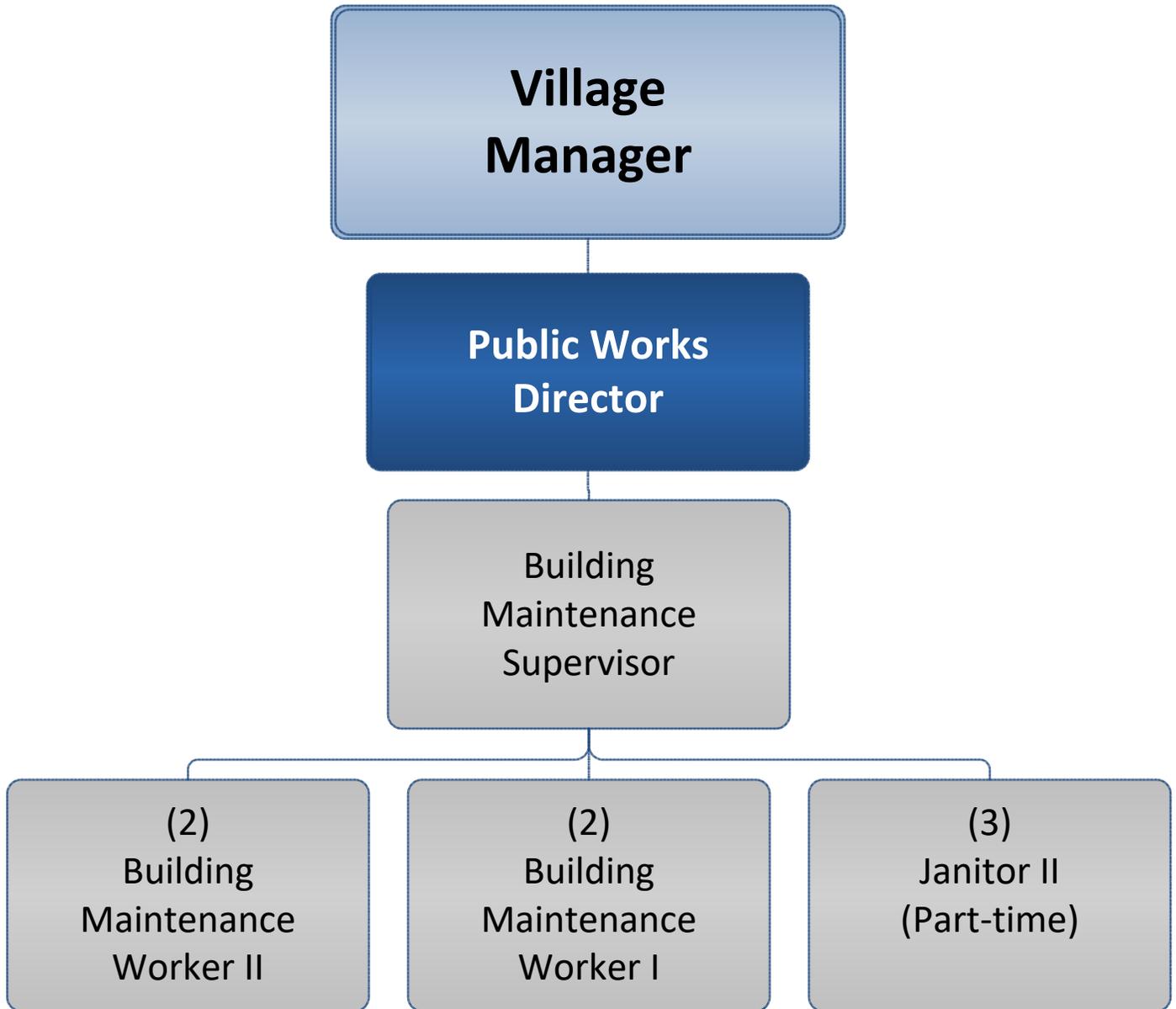
1. Winter Banners.  
*Second quarter. Design new winter banners for major corridors.*
2. Entryway Signs.  
*Third quarter. Coordinate and maintain new entryway signs.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6300 - Forestry

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 120,913	\$ 112,070	\$ 134,685	\$ 140,677	\$ 139,237	\$ 139,296
401-412	Salaries - Part - Time	10,520	2,180	1,422	20,160	15,000	15,000
401-421	Overtime Compensation	8,410	5,581	4,775	11,000	11,000	5,500
401-428	On Call Premium Pay	734	223	532	350	500	350
401-441	State Retirement	18,214	15,689	18,005	15,471	15,375	17,767
401-442	Social Security	10,591	9,113	10,596	13,654	12,679	12,835
401-444	Employee Insurance	28,254	27,511	34,758	34,370	34,467	36,111
Total Personnel Services		<u>197,636</u>	<u>172,367</u>	<u>204,773</u>	<u>235,682</u>	<u>228,258</u>	<u>226,859</u>
402-413	Memberships / Subscriptions	401	215	95	300	240	300
402-427	Materials & Supplies	14,851	9,883	9,216	16,000	22,000	16,000
402-429	Parts & Accessories - Non - Auto	511	1,445	781	500	478	500
402-431	Uniforms	827	2,153	1,685	1,700	1,700	1,700
402-433	Safety & Protective Equipment	1,083	721	793	1,000	1,000	800
402-434	Small Tools	800	1,171	1,005	1,000	1,000	1,000
Total Commodities		<u>18,474</u>	<u>15,588</u>	<u>13,574</u>	<u>20,500</u>	<u>26,418</u>	<u>20,300</u>
403-434	M & R - Buildings	4,908	6,062	8,628	9,600	18,000	19,400
403-435	M & R - Streets & Bridges	165,638	178,040	215,203	196,771	196,771	209,121
403-438	Maintenance - Forestry	70,269	39,072	52,239	96,000	96,000	96,000
403-452	Vehicle Maintenance & Replacement	37,391	35,564	35,284	35,333	35,333	36,433
403-471	Schools / Conferences / Meetings	919	1,360	1,141	1,000	1,340	1,000
Total Contractual Services		<u>279,125</u>	<u>260,097</u>	<u>312,495</u>	<u>338,704</u>	<u>347,444</u>	<u>361,954</u>
Total Forestry		<u>\$ 495,234</u>	<u>\$ 448,051</u>	<u>\$ 530,842</u>	<u>\$ 594,886</u>	<u>\$ 602,120</u>	<u>\$ 609,113</u>



**PURPOSE STATEMENT**

The goals of the Department of Public Buildings are to maintain and enhance the appearance and function of the Village-owned buildings; to make available technical skills to do the jobs that may fall under departmental jurisdiction and to accomplish the work required in the most efficient and cost-effective manner.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The functions of the Department of Public Buildings are the complete maintenance of all buildings and properties owned by the Village, to perform necessary tasks needed to keep the mechanical systems working, and to maintain the aesthetic appearance of all Village properties. The Department assists in snow removal. Also, preventative maintenance is utilized to reduce system failures. Departmental personnel are available to provide technical assistance to other departments.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>		
<b>Description of Measurement</b>	<b>2017</b>	<b>2018</b>
Work requests completed in 2017 (total)	862	599
Village Hall	413	248
Public Works	53	58
Fire Station #1	82	89
Fire Station #2	22	45
Police Department	290	157
Butler Building	0	0
Sewer Treatment	0	0
Metra Station	2	2

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Replace last portion of original roof on Village Hall.  
*Completed. Fourth quarter. This was the last remaining portion of the original roof. This portion of the roof has been replaced.*

**Additional Accomplishments**

- ✓ Village Hall renovations to lobby and finance counter completed.
- ✓ Replaced four boilers at Fire Station #1.

**2020 BUDGET GOALS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

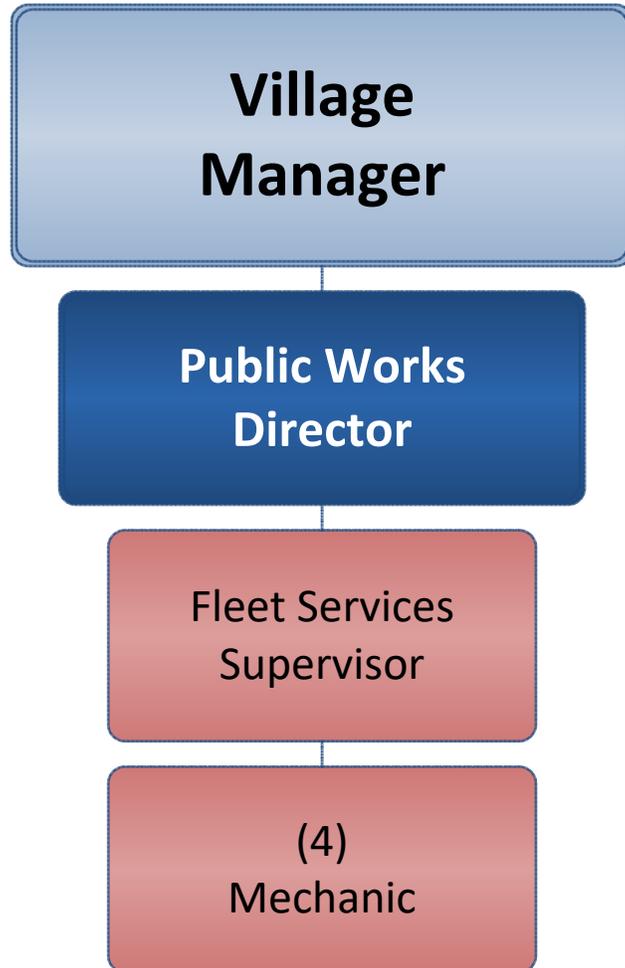
1. Building automation system.  
*Third quarter. The HVAC building automation system and computer attached to it is outdated and needs to be replaced.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6400 - Public Buildings

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 160,639	\$ 167,504	\$ 186,962	\$ 172,298	\$ 174,793	\$ 169,445
401-412	Salaries - Part - Time	30,324	32,797	28,851	52,377	53,700	52,377
401-421	Overtime Compensation	8,599	8,951	12,923	8,000	13,000	8,000
401-428	On Call Premium Pay	5,186	6,421	4,048	6,680	5,000	6,680
401-441	State Retirement	24,654	24,121	25,130	18,868	19,665	22,347
401-442	Social Security	15,648	16,627	17,778	18,158	18,857	18,220
401-444	Employee Insurance	25,634	29,094	41,821	39,125	36,869	36,536
Total Personnel Services		<u>270,683</u>	<u>285,515</u>	<u>317,511</u>	<u>315,506</u>	<u>321,884</u>	<u>313,605</u>
402-411	Office Supplies	90	43	26	-	-	-
402-427	Materials & Supplies	54,872	50,741	55,070	50,000	50,000	50,000
402-428	Cleaning Supplies	20,169	15,985	20,273	20,000	20,000	19,000
402-429	Parts & Accessories - Non - Auto	15,586	16,988	14,474	15,000	15,000	15,000
402-431	Uniforms	3,101	4,553	3,232	3,875	3,875	3,875
402-433	Safety & Protective Equipment	2,287	1,340	1,966	2,400	2,400	2,000
402-434	Small Tools	1,420	289	1,526	1,500	1,500	1,500
Total Commodities		<u>97,525</u>	<u>89,939</u>	<u>96,568</u>	<u>92,775</u>	<u>92,775</u>	<u>91,375</u>
403-434	M & R - Buildings	54,435	74,388	89,405	62,000	62,000	76,000
403-436	Maintenance Agreements	150,835	148,834	156,504	138,650	138,650	138,650
403-452	Vehicle Maintenance & Replacement	16,447	12,973	12,973	12,751	12,751	12,751
403-471	Schools / Conferences / Meetings	1,072	125	180	2,500	2,500	1,800
Total Contractual Services		<u>222,789</u>	<u>236,320</u>	<u>259,062</u>	<u>215,901</u>	<u>215,901</u>	<u>229,201</u>
Total Public Buildings		<u>\$ 590,997</u>	<u>\$ 611,774</u>	<u>\$ 673,141</u>	<u>\$ 624,182</u>	<u>\$ 630,560</u>	<u>\$ 634,181</u>



**PURPOSE STATEMENT**

To supply user Departments with the best possible vehicles and equipment at the lowest possible costs.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

This Department is responsible for the maintenance and repair of all Village vehicles and mobile equipment. This is accomplished through our aggressive preventative maintenance programs, in-house repairs, and outside vendor repairs when cost-effective. Computer data systems are used to supply information on inventory levels, equipment usage and unit costs. This information is used to determine cost-effective replacement recommendations and to develop specifications for new equipment that will achieve maximum utility and economy.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Number of Vehicles Maintained	154	154	155	162	162
Fleet Maintenance & Replacement Cost	\$1,220,027	\$1,235,530	\$1,215,076	\$1,361,000	\$1,473,900
Average Cost Per Vehicle	\$7,922	\$7,997	\$7,839	\$8,401	\$9,098
Miles Driven	964,817	957,423	936,418	910,418	809,576
Total Fleet Miles	6,114,517	6,027,802	5,972,421	5,946,957	5,052,056

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Increase ability to diagnose and repair late model vehicles.  
*Completed. First quarter. Through enhanced technology and training, will increase the ability to diagnose and repair late model vehicles, reducing the number of outside repairs. Purchased and utilizing the late model vehicle scan tool and software.*

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Upgrade communication and wireless systems in Police and Fire Equipment.  
*Completed. Second quarter. Research and install upgraded communication and wireless systems to accommodate large amounts of transferred data. Installed Cradlepoint network systems into Police cars.*

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Upgrade snow removal equipment.  
*Completed. First quarter. Implement new upgraded snow removal equipment along with GPS to provide a better level of service. Installed and utilized Precise AVL system.*

## Strategic Plan Goal #5: Effective Governance

- ✓ Minimize vehicle down time.  
*Ongoing. First through fourth quarters. Work to improve communication and level of service to other Public Works divisions minimizing vehicle down time. Have improved relations and the level of service to other Public Works departments.*

### **Additional Accomplishments**

- ✓ Organized and facilitated snow and ice operations for Village complex and Commuter Lot.

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Streamline fleet of trailers and equipment.  
*Second quarter. Reevaluate the use of current items and dispose of any unused items.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Expand vehicle network.  
*Third quarter. Expand network system into Fire Department.*

### Strategic Plan Goal #4: Community Image & Identity

1. Reduce salt and chloride levels in the environment.  
*Fourth quarter. Through better metering and calibration of snow and ice systems we can reduce the salt and chloride levels.*

### Strategic Plan Goal #5: Effective Governance

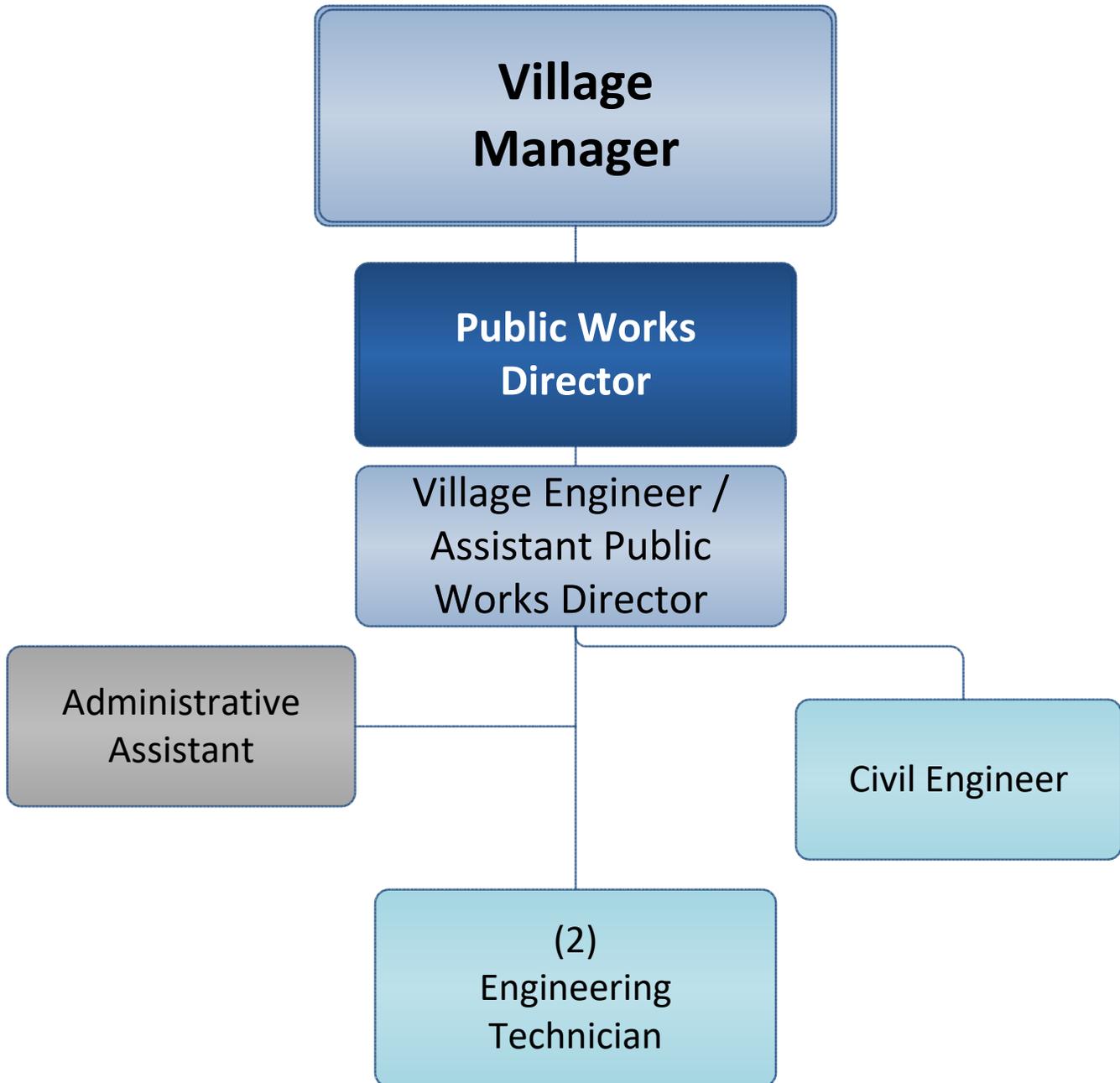
1. Better usage of fleet units.  
*First quarter. Through research can reallocate fleet units for a more purposeful usage and increase the usage of current equipment.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6500- Fleet Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures</b>							
401-411	Salaries - Regular	\$ 304,071	\$ 313,108	\$ 278,029	\$ 287,012	\$ 286,625	\$ 287,326
401-421	Overtime Compensation	6,235	7,719	3,800	7,000	9,000	8,000
401-441	State Retirement	44,114	43,701	36,959	30,648	30,154	36,716
401-442	Social Security	23,622	24,208	21,363	25,437	22,615	26,567
401-444	Employee Insurance	43,584	52,104	50,274	53,535	50,603	50,212
	<b>Total Personnel Services</b>	<b>421,626</b>	<b>440,840</b>	<b>390,424</b>	<b>403,632</b>	<b>398,997</b>	<b>408,821</b>
402-411	Office Supplies	187	447	76	200	200	200
402-413	Memberships / Subscriptions	5,250	6,285	8,678	9,750	10,050	10,050
402-414	Books / Publications / Maps	1,562	2,475	650	-	-	-
402-421	Gasoline & Lube	173,035	165,794	212,584	219,000	212,550	214,750
402-422	Automotive Parts	85,228	100,243	104,473	91,000	91,000	91,000
402-423	Communications Parts	1,975	2,921	323	2,000	2,000	2,000
402-427	Materials & Supplies	15,041	14,429	15,215	15,200	15,200	14,700
402-429	Parts & Accessories - Non - Auto	17,117	33,416	24,371	24,000	24,000	23,250
402-431	Uniforms	715	883	1,042	1,600	1,600	1,300
402-433	Safety & Protective Equipment	885	1,972	892	250	1,000	1,000
402-434	Small Tools	6,437	6,385	4,271	5,000	5,000	4,500
	<b>Total Commodities</b>	<b>307,432</b>	<b>335,250</b>	<b>372,576</b>	<b>368,000</b>	<b>362,600</b>	<b>362,750</b>
403-412	Postage	31	-	35	-	-	-
403-431	M & R - Auto Equipment	86,850	75,322	91,197	78,500	78,500	78,500
403-433	M & R - Communication Equipment	35	-	-	-	-	-
403-437	M & R - Other Equipment	13,543	14,917	20,933	16,000	16,000	13,000
403-451	Equipment Rentals	686	833	615	800	800	1,150
403-452	Vehicle Maintenance & Replacement	6,195	3,619	3,619	4,861	4,861	5,311
403-468	Uniform Rentals	4,907	5,403	5,884	5,000	6,800	5,000
403-469	Testing Services	3,407	2,116	2,390	2,500	2,500	2,500
403-471	Schools / Conferences / Meetings	4,173	4,403	4,353	4,970	4,970	4,970
403-472	Transportation	1,228	730	743	1,200	1,200	900
403-499	Miscellaneous Expense	1,386	2,770	2,976	2,500	2,500	2,500
	<b>Total Contractual Services</b>	<b>122,440</b>	<b>110,114</b>	<b>132,745</b>	<b>116,331</b>	<b>118,131</b>	<b>113,831</b>
	<b>Total Fleet Services</b>	<b>\$ 851,498</b>	<b>\$ 886,204</b>	<b>\$ 895,746</b>	<b>\$ 887,963</b>	<b>\$ 879,728</b>	<b>\$ 885,402</b>



### **PURPOSE STATEMENT**

To be responsible for the administrative and operational tasks related to overall planning, engineering, construction, inspection and acceptance of new improvements such as streets, sanitary, storm and water facilities and other related improvements. To promote the optimum physical and aesthetic integrity of the above improvements and thus, enhance the value of land and buildings in the Village of Hanover Park while providing the best possible environment for habitation. To provide and maintain a centralized record keeping facility for all plans, plats and specifications dealing with public and private land improvements for subdivisions and commercial developments within the Village.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Enforcement of statutes, ordinances, and regulations pertaining to existing and newly-engineered Public Works and transportation facilities.

Procurement of funding and liaison for Motor Fuel Tax, Road and Bridge, Federal and State grants for Public Works, transportation, and environmental projects.

Monitoring of all Public Works projects and new land developments to ensure compliance with all Village ordinances and specifications.

Design and/or approval of plans and specifications for all projects, including the following annual projects:

- Street reconstruction & resurfacing
- Curb and gutter and sidewalk removal and replacement program
- Improvements to the sewer and water systems, including water main replacements and sanitary sewer point repairs and relining
- Street Lighting Replacement
- Village owned parking lots

Inspection of all projects and recommendation on all projects regarding payouts, security reductions, acceptance resolutions and approvals.

Consultation for the general public and other departments of the Village.

Maintenance of Village streetlight system.

Production and maintenance of all Village maps, including street maps, zoning maps, and utility atlases, as well as customized mapping for all Village departments. Lead the GIS implementation project.

Act as administrator for the Village Storm Water Management program, including submittal of NPDES MS4 permit, NOI and annual reporting to IEPA.

Provide locating services for public streetlight cables as required through the Joint Utility Location Information for Excavators (JULIE) system.

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #1: Financial Health

- ✓ Complete infrastructure capital needs analysis for water, sewer, streets and drainage.  
*First and second quarters. Staff has completed an infrastructure needs analysis for our water, sewer, drainage and streets infrastructure, and has incorporated recommendations into the 2020 budget.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Coordinate completion of Phase 2 engineering for Arlington Drive Bridge Replacement and work with IDOT to let the construction contract.  
*Ongoing. Due to delays at the State and Federal level, the phase II design contract was not approved in time to complete design of the project in 2019. The contract has been awarded and the consultant is working on final design.*
- ✓ Increase the scale of the Village's road program, including both reconstruction and resurfacing, per the IMS pavement condition study in order to maintain our streets at a minimum of the current condition level.  
*Ongoing. In FY2019, the Village spent roughly \$3 Million on roads, which is three times what had been spent on an annual basis for the past two decades.*

### Strategic Plan Goal #4: Community Image & Identity

- ✓ Work with Community Development to design and implement the first phase of the Ontarioville Town Center streetscape and park improvements.  
*Ongoing. The first phase of the streetscape and park improvements in the Ontarioville Town Center area was designed and construction started in FY2019.*
- ✓ Update the Village code regarding engineering and stormwater requirements, including updates to engineering specifications and a consolidation of the storm water and floodplain requirements, to enforce the DuPage County Storm Water and Floodplain Ordinance village wide.  
*Second quarter. In FY19, the Village code was amended to update the stormwater management and floodplain requirements. The Village code is now consistent with the DuPage County Stormwater and Flood Plain Ordinance.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Strategically apply for grant opportunities to help fund projects with state and federal dollars.  
*First through fourth quarters.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Coordinate completion of Phase 2 engineering for Arlington Drive Bridge Replacement and work with IDOT to award the construction contract.  
*First through fourth quarters.*
2. Implement the infrastructure improvements as recommended by the ten-year capital needs analysis.  
*First through fourth quarters.*

#### Strategic Plan Goal #4: Community Image & Identity

1. Complete construction of the first phase of the Ontarioville Town Center streetscape and park improvements.  
*Second and third quarters.*
2. Update the Village code regarding engineering requirements, including updates to engineering specifications.  
*First through third quarters.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 6600 - Engineering

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 173,033	\$ 201,963	\$ 234,362	\$ 316,681	\$ 289,025	\$ 305,782
401-412	Salaries - Part - Time	-	-	-	4,920	4,000	4,000
401-421	Overtime Compensation	14,321	14,199	8,304	10,000	8,500	10,000
401-441	State Retirement	39,457	28,890	31,263	33,322	30,348	38,747
401-442	Social Security	14,100	15,954	17,858	24,991	23,067	24,157
401-444	Employee Insurance	29,355	43,412	66,972	96,458	62,990	76,140
Total Personnel Services		<u>270,265</u>	<u>304,419</u>	<u>358,759</u>	<u>486,372</u>	<u>417,930</u>	<u>458,826</u>
402-411	Office Supplies	732	1,002	1,085	1,000	1,100	1,000
402-413	Memberships / Subscriptions	270	220	821	870	870	962
402-427	Materials & Supplies	388	13	329	400	500	400
402-431	Uniforms	275	184	273	600	600	600
402-433	Safety & Protective Equipment	444	445	387	450	450	450
402-434	Small Tools	117	65	-	100	300	1,000
Total Commodities		<u>2,227</u>	<u>1,930</u>	<u>2,895</u>	<u>3,420</u>	<u>3,820</u>	<u>4,412</u>
403-412	Postage	151	445	174	200	200	200
403-436	Maintenance Agreements	1,376	1,176	1,225	1,200	1,200	1,200
403-452	Vehicle Maintenance & Replacement	8,379	6,419	6,625	9,678	9,678	9,678
403-461	Consulting Services	36,363	73,079	36,564	10,000	10,000	10,000
403-464	Engineering Services	2,395	-	-	-	-	-
403-471	Schools / Conferences / Meetings	1,038	1,806	1,839	1,850	1,850	2,200
403-472	Transportation	28	14	-	300	300	300
Total Contractual Services		<u>49,730</u>	<u>82,938</u>	<u>46,427</u>	<u>23,228</u>	<u>23,228</u>	<u>23,578</u>
Total Engineering		<u>\$ 322,222</u>	<u>\$ 389,286</u>	<u>\$ 408,081</u>	<u>\$ 513,020</u>	<u>\$ 444,978</u>	<u>\$ 486,816</u>

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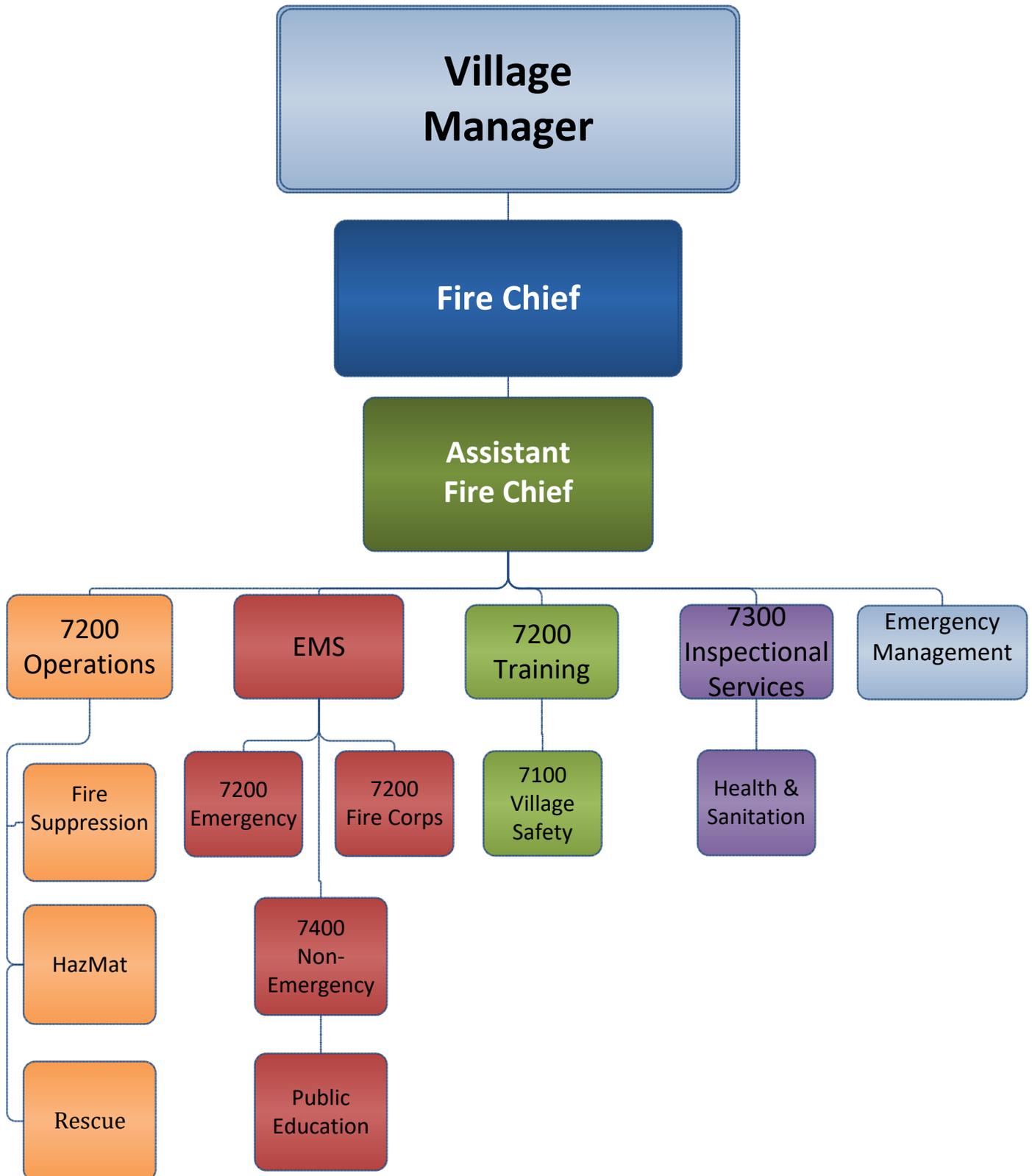
# **FIRE DEPARTMENT**

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## **Cost Control Centers**

<b>Fire Administration</b>	<b>7100</b>
<b>Fire Emergency Operations</b>	<b>7200</b>
<b>Fire Inspectional Services</b>	<b>7300</b>
<b>Fire Non 911 Program</b>	<b>7400</b>

# Organization of the Fire Department



# 7100 – Fire Administration



### **PURPOSE STATEMENT**

The goal of the Fire Department is to provide efficient and high-quality service in the areas of Inspections, Prevention, Fire Suppression, Emergency Medical Services (EMS) (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation, as well as Vehicle and Technical Rescue Services and Emergency Management Planning and Preparedness. Administration provides leadership, oversight and support for each departmental division.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Fire Department Administration consists of the Fire Chief, one Assistant Fire Chief, an Administrative Assistant and a part-time Emergency Management Coordinator. Payroll and benefit funds also account for one quarter of the cost of the Battalion Chief of Training who is assigned the duties of Safety Coordinator for the Village.

Fire Administration is part of the executive staff of the Village of Hanover Park and reports to the Village Manager. Personnel assigned to this division regularly interact and support the initiatives of Village Elected Officials and are responsible to translate those initiatives into working directives to be accomplished by the department. The division interacts daily with other Village Departments and neighboring fire departments/districts. Personnel represent the department and its interests as part of the leadership within the Mutual Aid Box Alarm System (MABAS) Division and the Greater Elgin Mobile Intensive Care Program. Personnel also represent the department and Village at local, state and national events, including assignment to taskforces or projects that have a national fire service impact. The division is responsible for the department's financial management as well as short and long-term planning. Labor Management, including negotiations, is handled by the division for contracts with the International Association of Firefighters Local 3452 and the Service Employees International Local 73. Recruitment and pre-employment testing as well as all promotional testing are managed by the division. Personnel currently have additional assigned responsibilities that include management of the Village's Corporate Strategic Plan.

A new role for the Department beginning in 2020 is responsibility for the Village's Emergency Management Agency (EMA). This responsibility was transferred from the Police Department to the Fire Department with a mission to coordinate the emergency readiness and disaster preparedness planning of the Village of Hanover Park. This mission will prepare the Village to respond promptly to save life, protect property and minimize damage when threatened or hit by an extraordinary emergency greater than that normally handled by local fire and police forces. The EMA Director (Fire Department Chief) and his designee (the Assistant Fire Department Chief) assisted by the part-time EMA Coordinator are responsible for the goals, objectives and functions of this division.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2014	2015	2016	2017	2018
Fire Department Insurance Claims:					
Total Worker Compensation Claims	3	4	8	11	9
Worker Compensation Losses	\$9,258	\$3,521	\$88,097	\$369,948	\$193,498
All Other Claims	1	3	1	1	1
Non-Worker Compensation Losses	\$955	\$0	\$14,928	\$5,599	\$4,404
Total Claims	4	7	9	12	10
Total Losses	\$10,213	\$3,521	\$103,025	\$375,547	\$197,903
Total Expenditures	\$6,275,579	\$6,752,626	\$7,057,441	\$7,452,083	\$6,438,965
Cost of Services Per Capita	\$162.96	\$175.35	\$181.85	\$192.01	\$165.90

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #5: Effective Governance

1. Continue work with the Village of Roselle to investigate the construction of a jointly owned and shared training facility.  
*Ongoing. First through Fourth Quarters*
  - A \$400,000 DHS/FEMA Assistance to Firefighter Grant request has been submitted. The Village of Roselle is managing the grant process with the assistance and support of Hanover Park and Bloomingdale Fire Protection District.
2. Continue messaging of the SMARTER project findings to the global fire service.  
*Ongoing. First through Fourth Quarters*
3. Begin work on the FEMA – Assistance to Firefighters Grant project designed to evaluate and design a new evidence-based fitness for duty medical exam and work with research partners to deliver the message of findings to NFPA.  
*Ongoing. First through Fourth Quarters*
4. Conduct testing and certify a new part-time firefighter eligibility exam.  
*Completed. Third Quarter*
5. Conduct testing and certify a new Lieutenants promotional eligibility exam.  
*Completed. Third Quarter*

### Additional Accomplishments

- ✓ Enrolled in the IRMA *Tactical Athlete* pilot program which went into effect January 1, 2019. The program is designed to decrease the length of time injured firefighters are off work recovering from injuries. Reducing this time will result in cost savings to the Village through reductions in firefighter “backfill” costs.
- ✓ The Fire Department completed transition to a new computer aided dispatch (CAD) system from DuPage Emergency Traffic Safety Board (ETSB). The cutover included usage of new mobile software which drives the responses of fire vehicles and includes reporting features that were not available for use in the old CAD.

- ✓ Contracted FGM Architects to conduct a needs and feasibility assessment for a replacement Fire Station No. 2 (Station 16).
- ✓ Developed and passed an ordinance increasing ambulance and emergency fire/rescue fees to remain in alignment with neighboring comparable communities and to capture full reimbursements available for ambulance and emergency services.
- ✓ Developed, received approval and implemented a service contract agreement for emergency scene cost recovery with Fire Recovery USA. *(Second quarter)*
- ✓ Grant applications submitted in calendar year 2019

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Complete an upgrade and repairs as needed to the audiovisual training equipment in Fire Station No. 1 (Station 15) training room.  
*Second Quarter*

### Strategic Plan Goal #5: Effective Governance

1. Conduct a full-time firefighter exam process and certify a new eligibility list.  
*Third Quarter*
2. Recruit and hire a part-time emergency management coordinator.  
*(First Quarter)*
3. Conduct annual fit test of department-issued EMA gas masks.  
*(Fourth Quarter)*
4. Review and update 2209 NIMS compliance for the Village.  
*(Fourth Quarter)*
5. A lockdown drill will be conducted on the Village campus.  
*(Third Quarter)*
6. A severe weather drill will be conducted on the Village campus.  
*(Second Quarter)*
7. Obtain “StormReady” recertification for the Village.  
*(Fourth Quarter)*
8. Update Comprehensive Emergency Management Plan (CEMP) for both counties.  
*(Third Quarter)*
9. Update Continuity of Government (COG) and Continuity of Operations (COOP) plans.  
*(Third Quarter)*
10. Develop a Homeland Security Exercise and Evaluation Program (HSEEP) for the village.  
*(Fourth Quarter)*

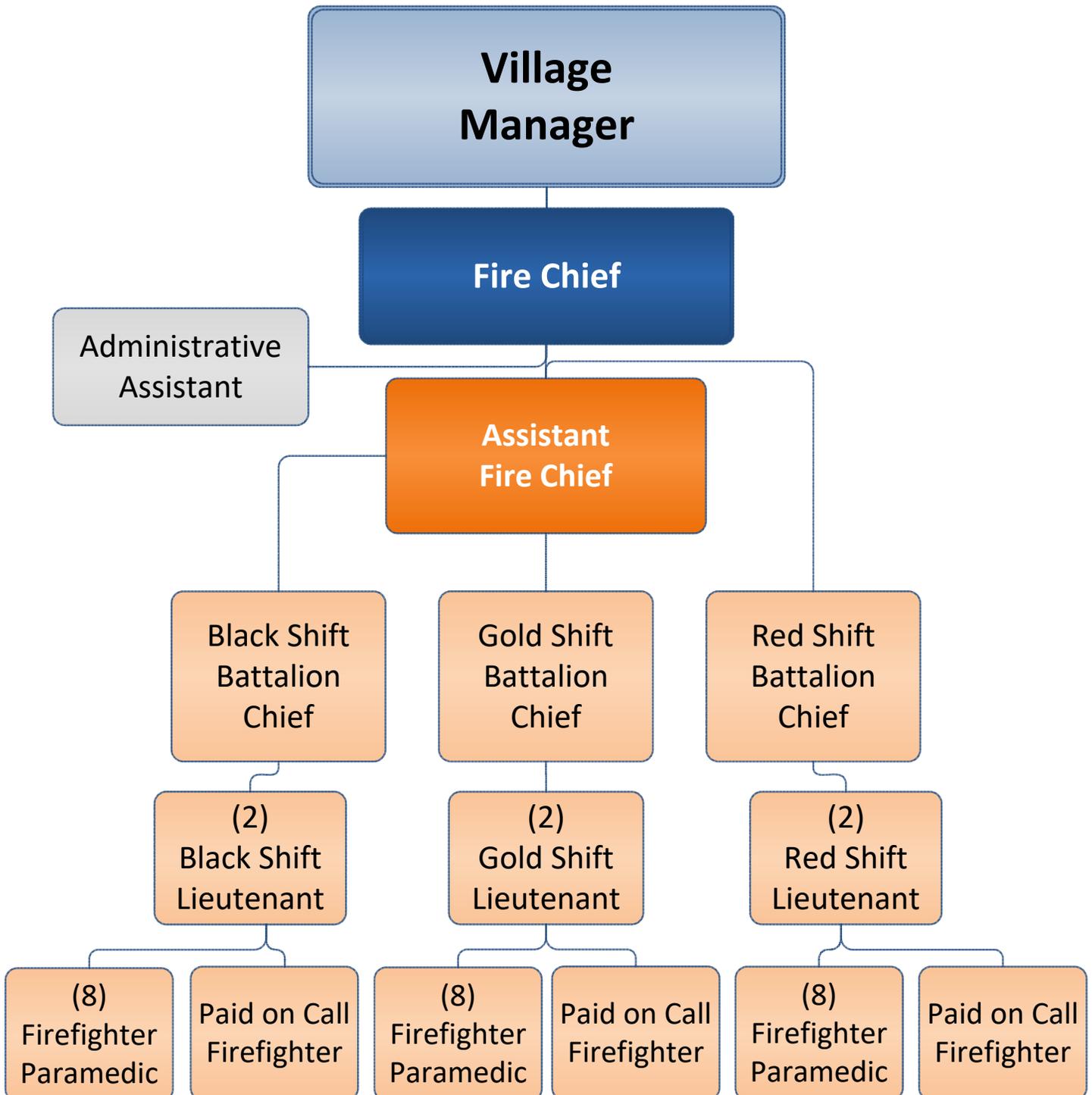
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 7100 - Fire Administration

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 427,526	\$ 385,865	\$ 395,637	\$ 384,318	\$ 394,632	\$ 400,250
401-412	Salaries - Part - Time	-	-	-	-	-	27,150
401-421	Overtime Compensation	5,940	3,423	3,129	3,000	4,531	3,500
401-441	State Retirement	10,101	10,222	9,774	7,687	7,883	9,728
401-442	Social Security	16,328	18,099	18,373	16,991	23,359	17,686
401-443	Police / Fire Pension	120,297	130,420	146,776	145,178	145,178	167,658
401-444	Employee Insurance	44,896	45,910	52,488	54,330	52,027	52,696
Total Personnel Services		<u>625,088</u>	<u>593,937</u>	<u>626,176</u>	<u>611,504</u>	<u>627,610</u>	<u>678,668</u>
402-411	Office Supplies	1,903	2,134	1,956	2,000	2,000	2,000
402-413	Memberships / Subscriptions	2,741	3,969	6,184	12,476	13,005	5,991
402-414	Books / Publications / Maps	518	701	-	500	462	-
402-427	Materials & Supplies	1,431	1,778	1,500	1,500	1,500	1,500
402-431	Uniforms	-	-	-	-	-	400
Total Commodities		<u>6,593</u>	<u>8,582</u>	<u>9,640</u>	<u>16,476</u>	<u>16,967</u>	<u>9,891</u>
403-412	Postage	180	277	378	300	300	300
403-432	M & R - Office Equipment	1,775	1,959	4,084	3,750	2,793	3,750
403-461	Consulting Services	-	474	194	5,400	2,200	7,500
403-471	Schools / Conferences / Meetings	12,883	11,229	6,137	11,897	9,087	8,030
403-472	Transportation	2,776	2,899	1,666	3,000	2,512	3,450
Total Contractual Services		<u>17,613</u>	<u>16,837</u>	<u>12,458</u>	<u>24,347</u>	<u>16,892</u>	<u>23,030</u>
Total Fire Administration		<u>\$ 649,294</u>	<u>\$ 619,357</u>	<u>\$ 648,274</u>	<u>\$ 652,327</u>	<u>\$ 661,469</u>	<u>\$ 711,589</u>

# 7200 - Operations



### **PURPOSE STATEMENT**

The goal of the Fire Department is to provide efficient and high-quality service in the areas of Inspections, Prevention, Fire Suppression, Emergency Medical Services (EMS) (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation, as well as Vehicle and Technical Rescue Services and Emergency Management Planning and Preparedness.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The department responds from two stations utilizing a complement of 35 full-time and 13 part-time firefighters and officers. These personnel are supplemented by a full-time Administrative Assistant, two volunteer Fire Chaplains and 15 Fire Corps volunteers. Responses surpass 3,500 emergency calls annually with approximately 70% of these being EMS in nature. Services are provided using a staffed paramedic equipped Rescue/Engine (Squad), a staffed Paramedic Equipped Engine Company, two Mobile Intensive Care Ambulances, one of which is a jump company to a Tower Ladder and a Battalion Commander, along with a myriad of other ancillary response equipment. The department also operates a peak time staffing system that incorporates a “Power Shift” (staffing either the tower ladder or an additional ambulance) to assist with call volume as well as Inspectional Services duties.

All personnel are trained at a minimum to the level of Basic Operations Firefighter, as recognized by the Illinois State Fire Marshal's Office and the International Fire Accreditation Council, as well as Illinois EMT-Basic. All full-time personnel are required to possess an Illinois Paramedic license. The department actively participates and responds as part of MABAS Division XII and staffs Haz Mat Squad 15 with technicians to serve as the rapid response squad to all departments throughout the division. The squad/trailer combination provides “Level A” Haz Mat equipment as well as specialized monitors and decontamination systems.

The EMS Division has responsibility for management of the department’s Fire Corps program. Fire Corps is a component of the Village’s Citizen Corps Council and functions as an operational team within the Fire Department. Fire Corps members are volunteers tasked with the responsibility of providing on-scene emergency rehab for firefighters. The team serves Hanover Park Fire Department and is an active part of the MABAS response system. Additionally, Fire Corps assists with public fire and life safety education, community events, fire ground/emergency incident support and emergency management activities.

**PERFORMANCE ACTIVITIES AND MEASURES**

<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Fire Stations	2	2	2	2	2
Number of Full Time Firefighters	35	35	35	35	35
Number of Paid On Call Firefighters	18	18	18	21	13
Total Full Time Employees	36	36	36	36	36
Number of Full Time Personnel Per 1,000 Population	0.94	.94	.94	.94	.94
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
ISO Rating	4	4	2	2	2
Fire Calls	967	1,089	1,101	1,265	1,101
EMS Calls	2,456	2,434	2,455	2,293	2,456
Total Number of Calls	3,423	3,523	3,556	3,558	3,557
Total Number of Patients Contacted	2,624	2,564	2,687	2,432	2,504
Number of Advanced Life Support Calls (ALS)	1,195	1,252	1,177	1,101	1,256
Number of Basic Life Support Calls (BLS)	1,226	1,312	1,278	1,192	1,248
Actual Property Loss Due To Fire	\$253,475	\$216,560	\$698,665	\$1,018,003	\$556,782
Number Auto/Mutual Aid Received	165	102	157	176	168
Number Auto/Mutual Aid Given	496	501	475	499	458
Number of Overlapping Incidents	1,084	1,077	589	686	622
Property Value of Fire Damaged Property	\$14,693,223	\$4,019,244	\$25,192,490	\$4,253,384	\$5,658,126
Number of Significant Building Fires (In Town)	30	16	24	17	17
Number of Building Fires (Includes Out of Town and Minor)	53	63	44	50	49
Number of Non-Structural Fire Calls	44	38	43	33	41
Total Number of Fires	127	117	111	100	107
Number of Malicious False Alarm Calls	2	4	3	2	0
Number of Non-Malicious False Alarm Calls	228	271	223	234	222
Total False Alarm Calls	230	275	176	236	222
Average Emergency Response Time (Fire Calls Only)	0:03:08	0:03:51	0:03:48	0:04:37	0:05:03
<b>Fire Corps</b>					
Incident Rehab Activity	29	17	24	35	31
Non-Incident Rehab Activities	5	5	5	8	15

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Replace/Upgrade Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 12 sets).  
*Completed. First Quarter*
2. Replace/Upgrade two (2) Thermal Imaging Cameras.  
*Completed. First Quarter*
3. Purchase a new PhysioControl LifePak 15 cardiac monitor/defibrillator to continue the planned rotation and replacement of units reaching their end service life.  
*Completed. First Quarter*
4. Take delivery and place into service a new stake bed trailer for use by the Training Division.  
*Completed. Second Quarter*
5. Continue to increase the rescue capabilities of the new Rescue Engine (Squad 15) in order for it to be compliant as a Heavy Rescue under the standards established by the DuComm Operations Committee. Purchases of new equipment and tools will continue into the third year of a 3-year plan.  
*Completed. Fourth Quarter*

### Strategic Plan Goal #4: Community Image & Identity

1. Continue the American Red Cross free smoke detector giveaway and installation program with a goal of increasing the number of present smoke detectors in residential properties by at least 10%.  
*Ongoing. First through Fourth Quarters*
  - *As of the second quarter the department has installed a total of 83 smoke detectors. This surpasses the 2018 total of 56.*
2. Continue the Illinois Heart Rescue (ILHR) Public Education Program. Continuing the "hands only" bystander CPR campaign focusing on teaching the community about early intervention during sudden cardiac arrests.  
*Ongoing. First through Fourth Quarters*

## Strategic Plan Goal #5: Effective Governance

1. Continue work on the accreditation process and develop a Standard of Cover study. Accreditation end goal is August 2020.  
*Ongoing. First through Fourth Quarters*
2. Continue work on the pursuit of ISO Class 1. ISO re-inspection is scheduled for late 2020.  
*Ongoing. First through Fourth Quarters*
3. Provide a minimum of four annual officer development training classes, open to all department members, specifically designed to focus on management and leadership issues needed for future career success.  
*Completed. First through Fourth Quarters*

### **Additional Accomplishments**

#### ✓ Operations Division

- Two command staff attended the Firehouse® Station Design Conference held in Rosemont.
- Purchased and placed into service four smoke curtains designed to limit smoke travel and air flow during structural fire attack.

#### ✓ Training Division

- Live Fire Training was conducted in the second and third quarters. The training was conducted jointly with the Streamwood Fire Department.
- Purchase and placed into operation Target Solutions Software.

#### ✓ Emergency Medical Services/Public Education

- The department increased CPR attendance by actively marketing businesses and volunteer groups within the Village of Hanover Park.
- The EMS Division expanded CPR instruction to include Bleeding Control (B-Con).
- As part of our Health and Wellness campaign, quarterly Peer Fitness lead group workouts are held. The goals of these workouts are focused on reducing work related injuries.
- Addition of CPR Masks and Bleed Control Devices added to all Village AED cabinets.

#### ✓ Chaplain

- Appointed Mike Merrill as Assistant Chaplain. Long time Lead Chaplain Frank Dominowski retired creating the opening.

#### Fire Corps

- Received Emergency Scene Rehab equipment of misting cooling fans and cooling chairs. Purchase made possible through the CHMMunity Grant awarded in 2018.

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Replace/Upgrade Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 12 sets). *(First Quarter)*
2. Replace/Upgrade Non-Structural/Hybrid Protective Gear (approximately 7 sets). *(First Quarter)*
3. Purchase a new PhysioControl LifePak 15 cardiac monitor/defibrillator to continue the planned rotation and replacement of units reaching their end of service life. *(First Quarter)*
4. Purchasing Ballistic Safety vest and helmets to provide the on-duty crews with needed personal protective equipment. *Second Quarter)*
5. Purchase an additional Lucas Automatic CPR device. This purchase will bring the total number of units owned by the department to six. A total of eight devices are needed to equip all Advanced Life Support licensed apparatus. *(Second Quarter)*
6. Purchase and take delivery of replacement command vehicle for use by the Fire Chief (C-15). *(First Quarter)*
7. Purchase and take delivery of replacement utility vehicle (U-15). *(First Quarter)*

### Strategic Plan Goal #5: Effective Governance

1. Continue work on the accreditation process and develop a Standard of Cover study. Accreditation end goal is August 2020. *(First through Fourth Quarters)*
2. Continue work on the pursuit of ISO Class 1. ISO re-inspection is scheduled for late 2020. *(First through Fourth Quarters)*

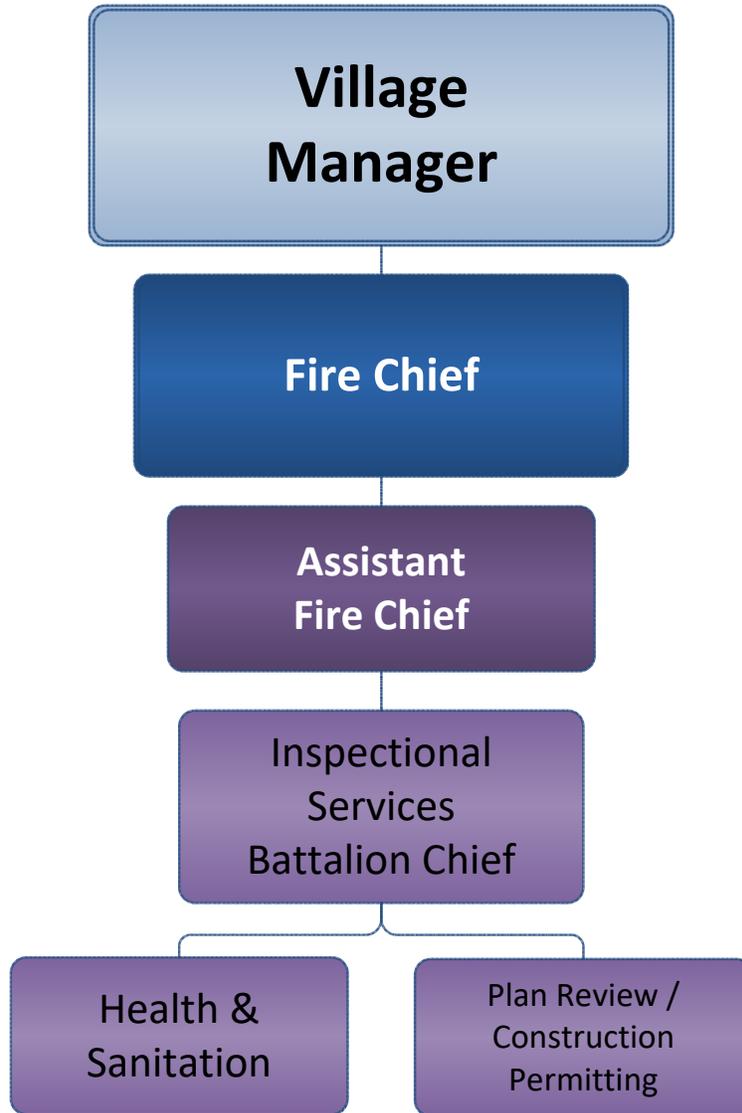
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 7200 - Fire Suppression

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 2,798,332	\$ 2,838,569	\$ 2,849,667	\$ 2,853,599	\$ 2,984,696	\$ 3,075,086
401-412	Salaries - Part - Time	288,474	393,943	445,310	350,000	373,651	381,110
401-421	Overtime Compensation	556,048	445,604	486,951	345,000	560,199	437,102
401-442	Social Security	68,079	78,524	83,675	50,233	79,985	54,808
401-443	Police / Fire Pension	1,089,924	1,238,568	1,367,286	1,435,689	1,435,689	1,553,551
401-444	Employee Insurance	425,645	533,740	580,028	650,728	532,220	578,376
Total Personnel Services		<u>5,226,502</u>	<u>5,528,947</u>	<u>5,812,917</u>	<u>5,685,249</u>	<u>5,966,440</u>	<u>6,080,033</u>
402-413	Memberships / Subscriptions	300	135	525	700	535	1,100
402-414	Books / Publications / Maps	2,243	1,248	2,363	2,300	2,314	2,300
402-423	Communications Parts	1,490	4,521	1,754	1,950	1,918	1,504
402-426	Bulk Chemicals	2,703	3,639	4,171	4,630	4,952	4,600
402-427	Materials & Supplies	7,396	10,924	9,365	8,000	7,662	8,000
402-428	Cleaning Supplies	5,642	7,823	7,591	6,805	7,323	6,800
402-429	Parts & Accessories - Non - Auto	2,515	14,461	11,555	9,428	10,768	8,590
402-431	Uniforms	16,002	17,208	27,288	27,760	27,815	27,500
402-433	Safety & Protective Equipment	9,899	4,907	4,627	4,080	5,066	4,550
402-434	Small Tools	4,780	4,973	3,965	6,303	6,685	5,000
402-436	Photo Supplies	287	-	-	-	-	-
402-499	Miscellaneous Expense	9	-	-	-	-	-
Total Commodities		<u>53,267</u>	<u>69,840</u>	<u>73,204</u>	<u>71,956</u>	<u>75,038</u>	<u>69,944</u>
403-412	Postage	12	1	-	-	-	-
403-433	M & R - Communication Equipment	2,663	-	-	-	-	-
403-434	M & R - Buildings	-	2,036	1,897	2,000	2,806	2,350
403-436	Maintenance Agreements	27,723	24,941	34,000	53,947	40,428	46,135
403-451	Equipment Rentals	62,227	60,781	64,914	70,000	67,155	68,438
403-452	Vehicle Maintenance & Replacement	333,428	393,412	377,190	489,388	489,388	499,807
403-453	Furniture Replacement	-	1,870	4,368	4,800	4,747	1,000
403-457	SCBA Maintenance & Replacement	-	-	28,012	38,012	38,012	38,012
403-461	Consulting Services	-	176	-	-	-	-
403-471	Schools / Conferences / Meetings	44,799	35,323	34,624	37,320	30,481	37,566
403-472	Transportation	442	187	359	575	196	250
403-478	Fire Corp	1,397	1,715	1,226	1,500	3,399	1,500
403-491	Special Events	7,696	5,514	6,130	6,400	7,369	6,708
403-499	Miscellaneous Expense	102	102	125	110	103	110
Total Contractual Services		<u>480,487</u>	<u>526,060</u>	<u>552,844</u>	<u>704,052</u>	<u>684,084</u>	<u>701,876</u>
Total Fire Suppression		<u>\$ 5,760,256</u>	<u>\$ 6,124,847</u>	<u>\$ 6,438,966</u>	<u>\$ 6,461,257</u>	<u>\$ 6,725,562</u>	<u>\$ 6,851,853</u>

# 7300 – Inspectional Services





**PURPOSE STATEMENT**

The goal of the Fire Department is to provide efficient and high-quality service in the areas of Inspections, Prevention, Fire Suppression, Emergency Medical Services (EMS) (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation, as well as Vehicle and Technical Rescue Services and Emergency Management Planning and Preparedness.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

In June of 2011, responsibility for inspectional services was transferred to the Fire Department. All inspection personnel previously assigned to the Community Development Department were transferred to the Fire Department. This reorganization made the Fire Department responsible for the Village’s building permit process providing customer assistance and facilitation from project conception through issuance of a final certificate of occupancy. Structural, mechanical, and electrical plan reviews and inspections which are performed by in-house staff. The Department also manages all business premise, fire protection systems, health, and property maintenance inspections. Business Premise inspections are conducted by on-duty fire companies, Inspectional Service inspectors, and some off-duty personnel working extra hours. Highly technical plan reviews and inspections for fire alarm, sprinkler systems, and wet/dry chemical systems are contracted to a third-party vendor as well as plumbing inspections required by State law to be performed by an Illinois licensed plumbing inspector. In the area that lies within the corporate boundaries of the Village of Hanover Park and within the Bloomingdale Fire Protection District, the District conducts fire inspections and works with Inspectional Services to manage plan reviews for new construction as well as changes to existing properties. The Division works closely with staff from other Departments for code enforcement, zoning compliance, fence and sign inspections, permit plan reviews, and Freedom of Information Act requests.

The Division includes a Battalion Chief assigned as the Chief of Inspectional Services, a Health and Sanitation Inspector, a plan reviewer/project coordinator, a building inspector, a full-time permit coordinator and a part-time permit coordinator.

The Chief of Inspectional Services also attends Development Review Commission meetings for any technical assistance as needed along with playing an active role in development of Village managed properties.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Business License Inspections	749	722	822	845	743
School Inspections	12	6	3	3	3
Fire Protection System Inspections	283	320	288	406	368
Health Inspections	66	63	69	72	76
Food Service Inspections	468	429	380	384	428
Property Maintenance Inspections	787	1,004	841	873	676
Life Safety Inspections	20	16	24	11	9
Other	100	119	409	139	410

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #1: Financial Health

1. Educate permit applicants to utilize online payment portal for their convenience and to reduce interaction time at the service counter.  
*Ongoing. All Quarters*
  - *Standard procedure for completed plan review includes offering the use of e-Payment. The Village website has also been updated to offer this option.*
2. Perform audits on the general ledger on a regular basis to verify accurate reporting of all revenue accounts.  
*Ongoing. All Quarters*
  - *The general ledger is now reviewed prior to authorizing any expense as part of the decision process.*

### Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Program business premise inspection compliance items for use in the inspection tablets to create records each time a business premise inspection is completed. This was formerly only available in the Firehouse software – the inspection criteria will be transferred over to New World.  
*Completed. First Quarter.*
2. Program business license inspection compliance items for use in the inspection tablets to create records each time a business license application is received. These inspections were not previously tracked.  
*Completed. First Quarter.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Take delivery and place into service a new Ford Escape for use by the Health Sanitarian/Commercial Building Inspector.  
*Completed. Third Quarter*
2. Work with the Engineering Department to utilize the GIS and New World software programs to track areas of curbing and public sidewalk that are scheduled to be replaced. This would then be coordinated with residents and business.  
*Completed. Fourth Quarter.*

### Strategic Plan Goal #5: Effective Governance

1. Enhance employee training on new materials and methods of construction.  
*Ongoing. All Quarters*
  - *Personnel have attended training seminars and a solar safety for firefighter class was also developed and presented for all personnel.*

### **Additional Accomplishments**

- ✓ Fire Department – Inspectional Services Division underwent their 5-year Insurance Service Office (ISO) re-inspection/validation. The department was successful in maintaining the overall rating of Protection Class 4.

- ✓ Passed by Village ordinance an upgrade of all building codes to the latest versions of the International Code Council Standards, as well as the 2017 version of the National Electrical Code, and 2018 Life Safety Code as published by the National Fire Protection Association.
- ✓ The Division has seen a rapid increase in the number of solar permit applications and has responded with efficient plan review turnaround time and permit process. The total applications in 2019 exceeded those in 2018 by 100%.
- ✓ Revised business premise inspection process to include verification of connection to Du-Comm and proper addressing of occupancies for 9-1-1 calls.

## **2020 BUDGET GOALS**

### **Strategic Plan Goal #1: Financial Health**

1. Encourage digital permit submittals and utilize digital plan review software to perform plan reviews using reduced quantities of paper. (First through Fourth Quarters)
2. Revise the annual contractor license renewal process to eliminate paper renewal mailings and instead use digital notification to reduce labor and postage costs. (*First Quarter*)

### **Strategic Plan Goal #2: Focused Economic Development & Redevelopment**

1. Revise Inspectional Services website to better educate the public about project requirements and the permit process. (*First Quarter*)
2. Create additional public education handouts to address common questions and misconceptions. (Second Quarter)

### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

1. Revise “after the fire” literature and procedure to provide clear guidance to restore damaged properties. (Second Quarter)

### **Strategic Plan Goal #5: Effective Governance**

1. Educate the public on newly adopted building codes and their impact. (*First through Fourth Quarters*)
2. Achieve additional certifications for staff relevant to their areas of service. (Fourth Quarter)

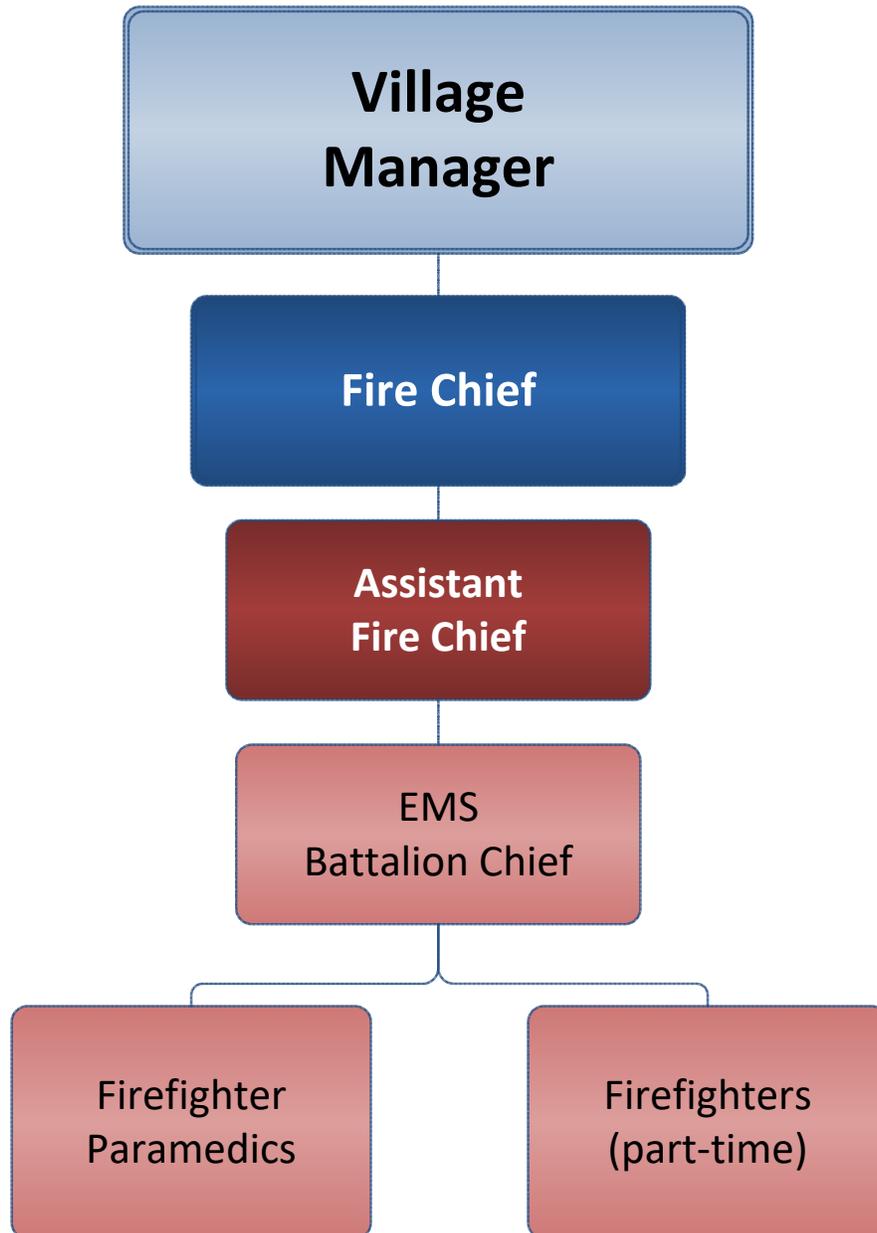
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 7300 - Inspectional Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 352,469	\$ 371,743	\$ 392,763	\$ 387,271	\$ 397,530	\$ 409,238
401-412	Salaries - Part - Time	62,424	59,325	69,700	75,000	61,821	94,088
401-421	Overtime Compensation	11,101	10,797	9,083	6,570	7,993	8,000
401-441	State Retirement	50,408	51,335	51,516	41,324	41,363	51,264
401-442	Social Security	31,999	33,830	35,797	32,847	35,752	39,858
401-444	Employee Insurance	66,366	81,755	90,465	91,629	105,360	103,412
Total Personnel Services		<u>574,766</u>	<u>608,785</u>	<u>649,325</u>	<u>634,641</u>	<u>649,819</u>	<u>705,860</u>
402-411	Office Supplies	987	835	1,670	800	582	800
402-413	Memberships / Subscriptions	593	705	1,294	900	500	1,045
402-414	Books / Publications / Maps	1,895	177	2,078	1,900	1,881	800
402-427	Materials & Supplies	22	69	45	900	300	200
402-431	Uniforms	2,548	3,924	2,313	3,500	3,000	3,500
402-434	Small Tools	105	2,758	210	250	250	250
402-436	Photo Supplies	311	-	-	-	-	-
Total Commodities		<u>6,462</u>	<u>8,468</u>	<u>7,609</u>	<u>8,250</u>	<u>6,513</u>	<u>6,595</u>
403-412	Postage	740	980	1,527	800	1,000	800
403-461	Consulting Services	21,626	40,957	38,770	40,050	40,672	41,210
403-470	Binding & Printing	-	264	501	500	450	500
403-471	Schools / Conferences / Meetings	1,193	3,369	3,675	4,000	5,200	4,000
403-472	Transportation	-	37	29	250	100	250
Total Contractual Services		<u>23,559</u>	<u>45,607</u>	<u>44,502</u>	<u>45,600</u>	<u>47,422</u>	<u>46,760</u>
Total Inspectional Services		<u>\$ 604,787</u>	<u>\$ 662,860</u>	<u>\$ 701,435</u>	<u>\$ 688,491</u>	<u>\$ 703,754</u>	<u>\$ 759,215</u>

# 7400 – Non-Emergency 911





**PURPOSE STATEMENT**

The goal of the Fire Department is to provide efficient and high-quality service in the areas of Inspections, Prevention, Fire Suppression, Emergency Medical Services (EMS) (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation, as well as Vehicle and Technical Rescue Services and Emergency Management Planning and Preparedness.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Non-911 Ambulance Transport Program is designed to enhance revenue and bring an increased level of financial sustainability to the provision of fire department services. It also is a significant enhancement to the services already offered by the Department. Under this program the Department’s ambulances provide both emergency and non-emergency ambulance transport services as well as Mobile Integrated Health Care Services.

Patients who are in a convalescent state frequently require stretcher transports as part of their overall care plan. These transports include the movement of patients between care facilities or their home for the purpose of diagnostic testing, specialized medical treatment procedures and rehabilitation services. Medicare and medical insurance regulations recognize that non-emergency ambulance transports are an integral part of a comprehensive patient care plan and reimburse for ambulance transport services that are deemed medically necessary and ordered by the patient’s attending physician.

The department's goal is to be the preferred non-emergency ambulance provider within the Village of Hanover Park by offering exceptional service and competitive pricing. The department offers both local and long-distance transport service.

Monthly run data from the Village’s three (3) healthcare facilities:

	Symphony of Hanover Park 2000 Lake Street							Alexian Brothers Health Clinic 1515 Lake Street							Physicians Immediate Care 7452 Barrington Road					Grand Totals
	2012	2013	2014	2015	2016	2017	2018	2012	2013	2014	2015	2016	2017	2018	2014	2015	2016	2017	2018	
January	15	7	11	10	9	11	13	6	6	6	5	0	4	1	0	0	4	1	0	109
February	11	4	12	7	6	13	9	4	6	3	3	3	0	0	1	1	1	0	0	84
March	16	11	11	10	10	8	7	5	6	6	3	9	6	2	0	0	2	0	0	112
April	15	11	14	10	5	9	9	4	7	4	5	5	4	9	1	1	2	1	1	117
May	8	8	18	12	9	5	4	5	8	6	6	3	1	8	1	0	0	1	0	103
June	8	6	13	2	4	11	12	4	5	5	3	7	3	2	0	0	0	0	1	86
July	7	16	13	7	8	12	11	8	3	4	6	5	6	5	0	2	0	0	2	115
August	5	19	17	11	11	10	11	6	8	2	3	6	6	5	0	1	1	1	0	123
September	4	13	12	10	5	10	6	1	9	6	3	3	3	4	1	0	0	1	0	91
October	4	10	16	11	3	9	7	8	8	4	3	1	3	4	0	0	0	0	1	92
November	5	13	17	3	11	8	12	5	2	4	2	1	3	1	0	0	0	0	1	88
December	3	12	14	6	9	11	16	5	5	6	2	5	6	1	0	0	0	0	1	102
<b>TOTALS</b>	<b>101</b>	<b>130</b>	<b>168</b>	<b>99</b>	<b>90</b>	<b>117</b>	<b>117</b>	<b>61</b>	<b>73</b>	<b>56</b>	<b>44</b>	<b>48</b>	<b>45</b>	<b>42</b>	<b>4</b>	<b>5</b>	<b>10</b>	<b>5</b>	<b>7</b>	<b>1222</b>

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Continue committee work at Sherman Hospital/Greater Elgin Mobile Intensive Care Program designed to expand the scope of care to include medication pumps. *(Fourth Quarter)*  
*Not Started.*
  - *Due to changes in leadership within the EMS Office at Sherman Hospital, this program has been placed on hold.*

### Strategic Plan Goal #4: Community Image & Identity

1. Continue working with agencies such as Hanover Township to identify programs and community outreach and assistance workshops that would be a valuable part of FD cares and the Safer Communities Initiative.  
*Ongoing.*
  - *Partnered with CEDA and WIC to focus on connecting residents who the department identifies as needing support. Focus areas are programs for women, infants, and children. Assistance with utilities for low income residents and family support case management in areas of dental care, transportation, vision care, etc.*

### Strategic Plan Goal #5: Effective Governance

1. Continue committee work at the legislative level to develop and get approved rules pertaining to operation of MIHC as well as service funding standards.  
*Not Started.*
  - *The Illinois Office of EMS is working to rewrite all governing policies and has placed this program on hold.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #4: Community Image & Identity

1. Complete a plan with Parkwood Elementary School to train all staff in Bleeding Control (B-Con). *(First through Fourth Quarters)*

### Strategic Plan Goal #5: Effective Governance

1. Conduct training for all Village Staff in Bleeding Control (B-Con) and install “stop the bleed” kits as well as CPR Pocket Masks in all Village AED cabinets. *(First through Fourth Quarters)*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 7400 - Non-Emergency 911

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 26,338	\$ 26,636	\$ 27,535	\$ 27,715	\$ 28,611	\$ 28,362
401-421	Overtime Compensation	1,436	644	-	-	-	-
401-442	Social Security	394	370	440	402	415	411
401-443	Police / Fire Pension	10,537	11,566	12,853	13,158	13,158	14,539
401-444	Employee Insurance	3,814	5,649	6,880	7,052	6,590	6,552
Total Personnel Services		<u>42,518</u>	<u>44,864</u>	<u>47,708</u>	<u>48,327</u>	<u>48,774</u>	<u>49,864</u>
402-411	Office Supplies	586	-	452	500	500	500
402-426	Bulk Chemicals	-	156	-	-	-	-
Total Commodities		<u>586</u>	<u>156</u>	<u>452</u>	<u>500</u>	<u>500</u>	<u>500</u>
Total Non-Emergency 911		<u>\$ 43,104</u>	<u>\$ 45,020</u>	<u>\$ 48,160</u>	<u>\$ 48,827</u>	<u>\$ 49,274</u>	<u>\$ 50,364</u>

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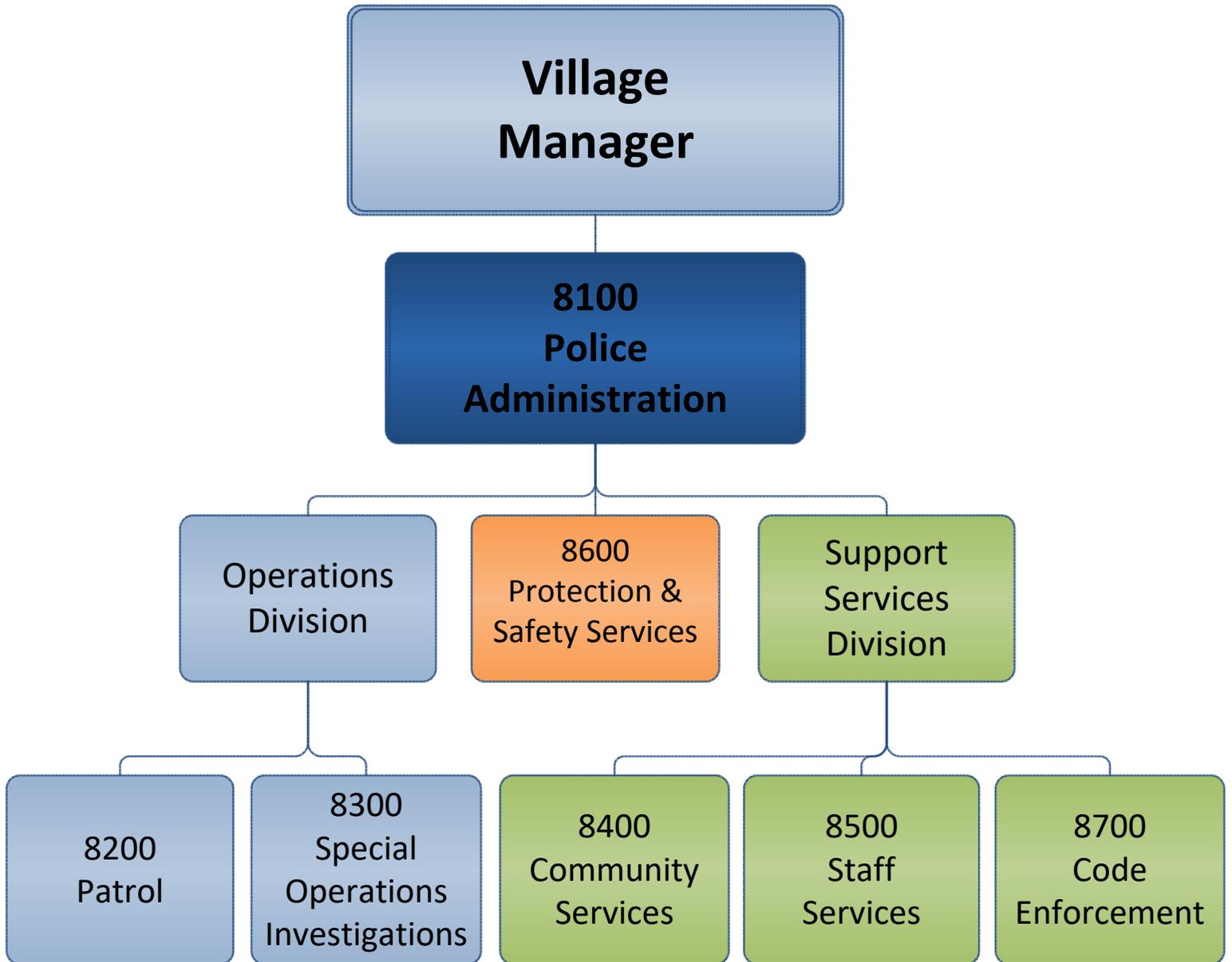
# POLICE DEPARTMENT

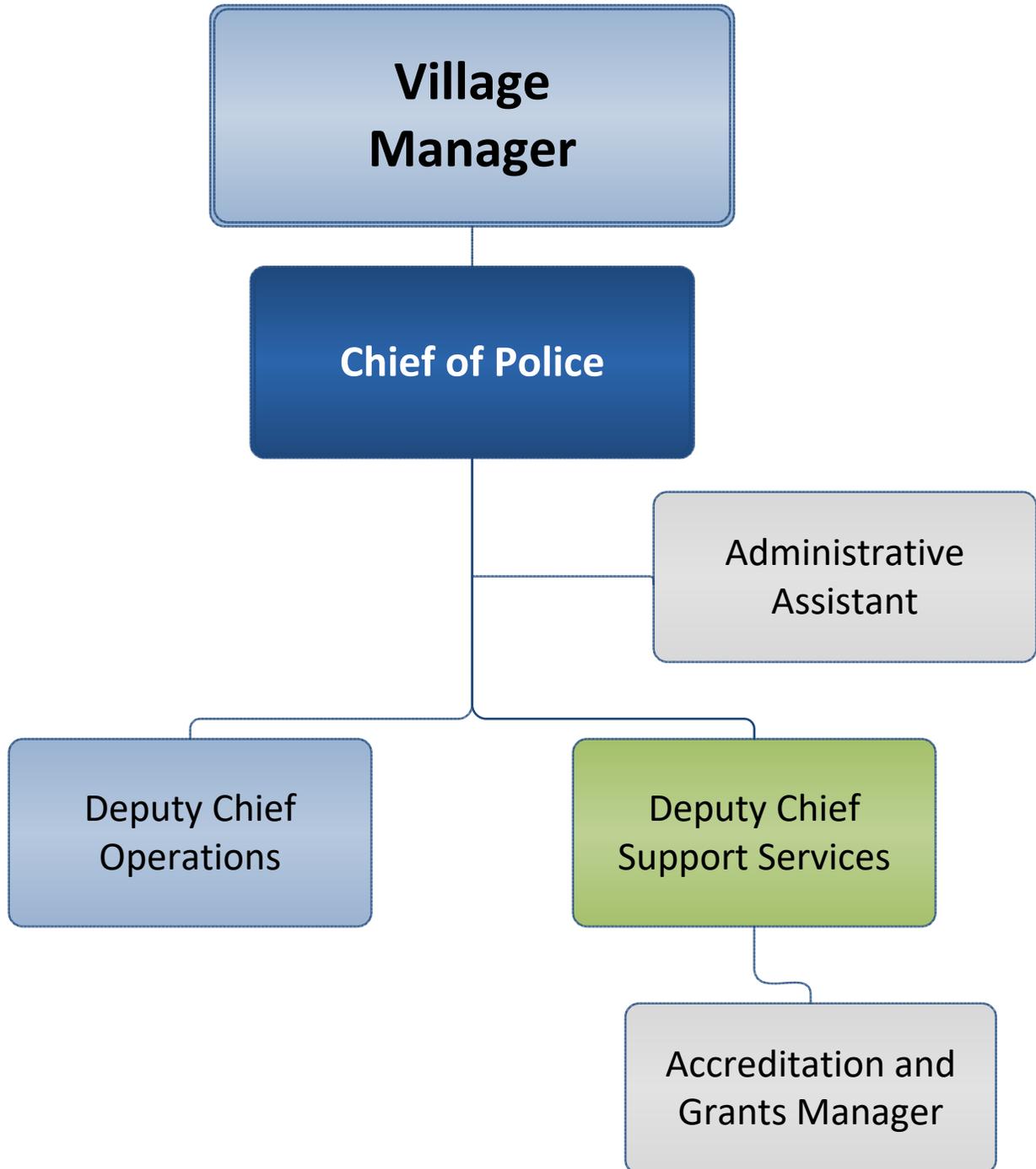
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## Cost Control Centers

<b>Police Administration</b>	<b>8100</b>
<b>Patrol</b>	<b>8200</b>
<b>Investigations</b>	<b>8300</b>
<b>Community Services</b>	<b>8400</b>
<b>Staff Services</b>	<b>8500</b>
<b>Emergency Services</b>	<b>8600</b>
<b>Code Enforcement</b>	<b>8700</b>

# Organization of the Police Department





## **PURPOSE STATEMENT**

The Administration Division has four basic goals which are made up of several functions that present a total community-oriented philosophy. When considered with the detail of the budget plan, they reveal Administration's plans to provide responsive, cost-effective service to the community. The Chief of Police is responsible for the goals, objectives and functions of this division.

The four goals are identified from which all objectives and strategies are developed. Two goals address the department's mission directly. Two goals address the institutional factors that must be in place to achieve the mission.

### ***Community Livability Goals***

The first and second goals address the Police Department's approach to reducing the impact of crime on community livability.

1. **Reduce Crime and Fear of Crime.** Identify and implement approaches for addressing crime and fear of crime that can more effectively reduce both reported and non-reported crime of all types. Giving priority to addressing those crimes and conditions that most directly impact community livability.
2. **Involve and Empower the Community.** Create a more involved, responsible community by building stronger community partnerships, improving customer service, providing more open and responsive communications and delivering programs that promote involvement in problem solving and crime prevention.

### ***Department Institutional Goals***

The third and fourth goals address the internal changes we will make to ensure that we have the personnel, training, planning, and management practices in place to support the first two goals.

3. **Develop and Empower Personnel.** Implement training, management, and organizational approaches that are consistent with the mission and values of community policing. Strengthen staff skill level and morale. Make sure recruiting, hiring, training, and promotional practices are consistent with community characteristics and needs. Ensure work environments are supportive of customer service, innovation, personal accountability, and team contribution.
4. **Strengthen Planning, Evaluation, and Fiscal Support.** Strengthen planning, evaluation, analysis, and fiscal mechanisms to ensure responsive feedback, practical long-range planning, and effective budgeting and fiscal management.

By working toward the above-described goals, the Police Department can monitor its performance on all levels. It can modify its programs as needs arise in a proactive manner.

## **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Administration of the Police Department directs the activities of the Operations and Support Services Divisions and coordinates their efforts toward achievement of department goals and objectives.

The planning and research function of the Department is provided by this division. Planning and research identify needs and priorities for police service and management of the tools to monitor the efficiency and cost effectiveness of the Police Department. Manpower allocation, reports review and budget maintenance are the primary tasks.

Administration inspects the Police Department to guarantee maintenance of standards and goals. To

this end, personnel evaluations are compiled, department inspections are held, reports are reviewed and evaluated for content, internal investigations are conducted, and recognition of superlative performance is awarded.

This division coordinates the training efforts of the Department, evaluating overall training needs and providing necessary resources. To accomplish this, the division is constantly reviewing court decisions, new technology, administrative regulations, and available training classes in an effort to provide up-to-date training for the lowest possible cost. Shared training programs with other Departments and in-service training in our facility are given special attention.

The maintenance, revision and enforcement of policy, procedures, rules and regulations of the Police Department and the Village Personnel Rules and Regulations is a function of the Administrative Division. Ensuring compliance with requirements of collective bargaining agreements between department personnel and the Village is another function. The processes and principles established in these documents are explained and enforced by this division.

This division conducts and attends staff meetings at all levels of the Village government to ensure that each division is aware of its responsibilities to the goals of the Police Department and the Village of Hanover Park. It also maintains liaison with other law enforcement agencies, the judicial systems of Cook and DuPage Counties, and other governmental bodies that provide support services to the Police Department.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Sworn Officers	61	61	61	61	61
Number of Sworn Members per 1,000 Pop.	1.61	1.61	1.61	1.61	1.61
Part I Crime	384	305	295	279	250
Part II Crime	4,202	3,583	3,998	3,637	3,797
Activity (Calls for Service)	42,463	43,255	49,150	48,763	47,656
911 CFS	12,706	12,596	12,585	12,078	10,885
Officer Initiated CFS	29,757	30,659	36,565	36,685	36,771
Impounded Vehicles	1,349	1,043	1,051	1,161	1,308
Graffiti Incidents	30	50	33	28	16
“Y” (State) Tickets Issued	7,545	6,807	7,116	7,319	6,577
“C” Compliance Tickets Issued	5	0	0	0	1,497
“P” Parking Tickets Issued	11,372	9,270	10,150	9,052	9,428
Traffic Fine Revenue – Cook County	\$95,740	\$98,687	\$90,345	\$116,097	\$119,312
Traffic Fine Revenue – DuPage County	\$44,864	\$46,488	\$47,362	\$53,959	\$76,523
Ordinance Violation Revenue	\$248,187	\$334,771	\$391,977	\$525,618	\$655,642
False Alarm Fines	\$5,500	\$8,450	\$7,450	\$7,150	\$6,225
Police Department Insurance Claims					
Total Worker Compensation Claims	5	5	5	3	9
Worker Compensation Losses	\$144,414	\$384,692	\$9,576	\$13,637	\$225,133
All Other Claims	1	2	3	3	12
Non-Worker Compensation Losses	\$6,201	\$6,500	\$22,359	\$24,763	81,368.44
Total Claims	6	7	8	6	21
Total Losses	\$150,615	\$391,192	\$31,935	\$38,400	\$306,501
Total Expenditures	\$8,628,543	\$12,895,971	\$12,493,963	\$13,331,501	\$13,681,813
Cost of Services Per Capita	\$227.23	\$339.60	\$325.93	\$351.07	\$360.22

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #1: Financial Health

- ✓ Secured a Bureau of Justice Grant for Bullet Proof Vest Partnership.  
*Completed. \$4,806 in reimbursement funds pending approval.*

### Strategic Plan Goal #4: Community Image & Identity

- ✓ Developed revised written recruitment plan for the police department.  
*Pending. Expected submission by the end of 2019.*
- ✓ Continued to advertise PACC Program platforms to encourage increased participation.  
*Ongoing. Ads, flyers, and promotional postings continue to be published.*

### Strategic Plan Goal #5: Effective Governance

- ✓ Red light camera to be installed at Barrington Rd. and Irving Park Rd. intersection.  
*Fourth Quarter. In-progress – Vendor conducting research via IDOT.*
- ✓ Evaluate local prosecution of DUI and other selected offenses.  
*Ongoing. Staff will evaluate efficiency and effectiveness of local prosecution of DUI, traffic, and other eligible offenses in DuPage County.*
- ✓ Implement ground fighting component to defensive tactics training to enhance officer safety.  
*Fourth Quarter. Staff has identified a training system, selected and is sending personnel to instructor training. Police officers to be trained in the system.*
- ✓ Formulated Active Shooter Training Program and develop a fee structure for its presentation to area businesses and organizations.  
*On-hold. Training program developed.*
- ✓ Enhance leadership development program.  
*Ongoing. Training directives and training module updates in progress.*

### Strategic Plan Goal #5: Effective Governance

- ✓ Continued to provide periodic driver training programs.  
*Ongoing. Officers being assigned to courses as scheduling permits.*
- ✓ Test and review the Emergency Notification System.  
*Ongoing. Upgrade and expansion of system currently underway.*
- ✓ Conducted quarterly Safety Committee Meetings.  
*Ongoing. Two completed as of 6/2019.*
- ✓ Conducted CPR recertification training for personnel.  
*Pending. To be completed 4<sup>th</sup> quarter.*

### Additional Accomplishments

- ✓ Police Department was honored as the Agency of the Year by Hanover Township for its various efforts within the community.
- ✓ Police Department finished 3<sup>rd</sup> in the Illinois State Traffic Challenge.

- ✓ Deputy Chief Johnson served as Chair of the Illinois Association of Chiefs of Police Public Relations Committee.
- ✓ Cop on a Rooftop Event hosted.
- ✓ 'Food for Fines' program administered.
- ✓ Shop with a Cop Event held with other area departments.
- ✓ Training on active shooter and the Village Alert System update presented to staff and elected officials.
- ✓ New Narcan aerosol spray obtained and officers trained in the use.
- ✓ First aid kits revamped and installed in squad cars.
- ✓ Ahlstrand Award Committee met and selected winners for 2018.

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Secure a Bureau of Justice Grant for Bullet Proof Vest Partnership.  
*Third Quarter. Staff will apply for the full 50% reimbursement for new vests.*

### Strategic Plan Goal #4: Community Image & Identity

1. Develop new recruitment video to be utilized in employee recruitment efforts.  
*Fourth Quarter. Staff will produce new video and disseminate it via social media and recruitment events.*
2. Continue to advertise PACC Program platforms to encourage increased participation.  
*Fourth Quarter. Staff will continue to seek opportunities to advertise PACC Program aspects to increase viewership, 'likes,' etc.*

### Strategic Plan Goal #5: Effective Governance

1. Installation of a red-light camera at the intersection of Barrington Rd and Rt. 19 will be explored.  
*Fourth Quarter. Staff will work with established vendor to explore installation at this location.*
2. Evaluate local prosecution of DUI and other selected offenses.  
*Fourth Quarter. Staff will evaluate efficiency and effectiveness of local prosecution.*

### Strategic Plan Goal #5: Effective Governance

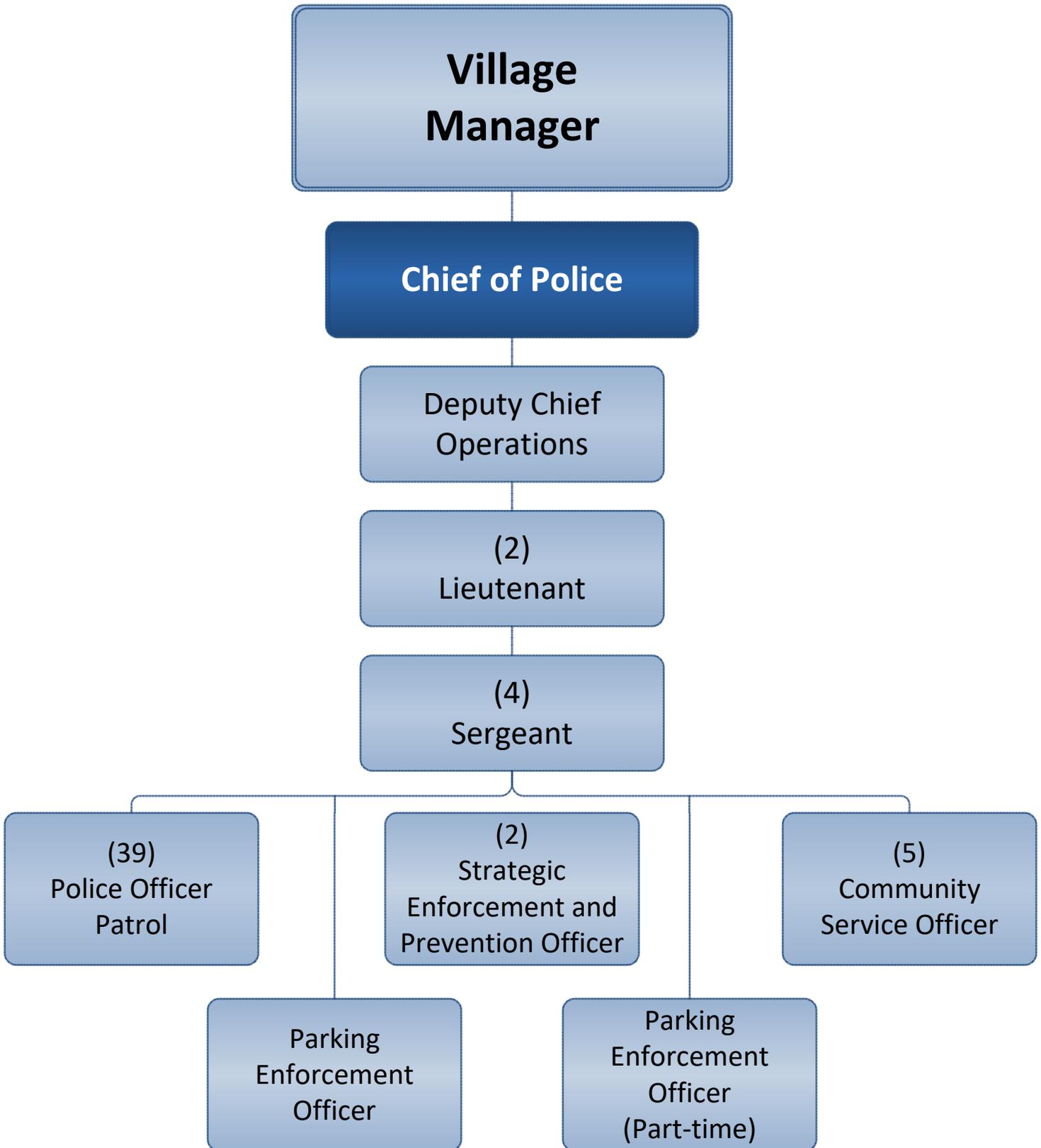
1. Continue to provide periodic driver training programs.  
*Fourth Quarter. Personnel will be assigned to IRMA driving programs as available.*
2. Test and Review the Emergency Notification System.  
*Third Quarter. A drill of the lockdown alert system will be conducted.*
3. Conduct quarterly Safety Committee Meetings.  
*Fourth Quarter. Meetings will be conducted involving PD personnel.*
4. Implement ground fighting component to defensive tactics training to enhance officer safety.  
*Second Quarter. Instructors will begin training police officers in the system.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8100 - Police Administration

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 587,330	\$ 536,672	\$ 609,697	\$ 538,618	\$ 558,702	\$ 548,128
401-421	Overtime Compensation	3,175	3,690	4,736	3,500	5,800	3,500
401-441	State Retirement	17,055	17,196	15,413	13,265	13,745	15,617
401-442	Social Security	40,011	39,332	40,305	35,783	42,433	36,109
401-443	Police / Fire Pension	159,674	165,751	179,324	193,488	193,488	201,178
401-444	Employee Insurance	61,975	74,333	82,942	88,870	71,698	65,283
	Total Personnel Services	<u>869,219</u>	<u>836,973</u>	<u>932,416</u>	<u>873,524</u>	<u>885,866</u>	<u>869,815</u>
402-413	Memberships / Subscriptions	5,680	6,215	6,592	6,670	6,670	6,795
402-414	Books / Publications / Maps	144	-	-	-	-	-
402-427	Materials & Supplies	496	1,430	1,434	1,907	1,907	1,907
402-431	Uniforms	3,155	1,592	1,951	2,000	2,000	2,000
	Total Commodities	<u>9,475</u>	<u>9,237</u>	<u>9,977</u>	<u>10,577</u>	<u>10,577</u>	<u>10,702</u>
403-452	Vehicle Maintenance & Replacement	9,946	4,875	4,875	4,875	4,875	4,875
403-461	Consulting Services	1,725	1,817	1,533	1,700	1,700	1,700
403-471	Schools / Conferences / Meetings	5,322	4,613	10,187	11,395	11,395	12,695
403-472	Transportation	7,135	1,553	1,116	1,001	1,001	3,700
403-499	Miscellaneous Expense	46	27	-	-	-	-
	Total Contractual Services	<u>24,174</u>	<u>12,885</u>	<u>17,711</u>	<u>18,971</u>	<u>18,971</u>	<u>22,970</u>
	Total Police Administration	<u>\$ 902,867</u>	<u>\$ 859,096</u>	<u>\$ 960,104</u>	<u>\$ 903,072</u>	<u>\$ 915,414</u>	<u>\$ 903,487</u>



### **PURPOSE STATEMENT**

The goals of the Patrol Division are to provide the proper deployment of patrol units to efficiently and effectively respond to calls for police service, prevent crime, and provide a visible presence to the public that instills confidence and security. The Deputy Chief of Operations is responsible for the goals, objectives and functions of this division.

Each patrol officer will be alert to the task of providing service to the community by preventing offenses against persons and property. Each Community Service Officer will be alert to the tasks of proactive enforcement of Village Codes.

The Patrol Division provides the primary police service, consisting of two main functions:

It initiates activity in the areas of criminal law enforcement, ordinance enforcement, crime prevention, and traffic law enforcement, while handling calls for service.

Its Police Patrol Officers and Community Service Officers provide input to support units of the Department to assist in planning, research, and development of departmental goals, objectives and directives.

Traffic and crime prevention services are provided to the community by this division through the Strategic Enforcement and Prevention Division.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

In addition to providing visible patrol to deter crime and antisocial behavior, personnel assigned to the division are responsible for the initial investigation of reported criminal and quasi-criminal offenses and violations of the Village Code. They are expected to investigate each reported incident in an effort to conclude the case, if possible, or to refer it to the proper authority for follow-up.

Patrol includes the necessary resources to provide the "first response" effort as well as immediate investigative effort such as evidence technicians, traffic accident investigators, and tactical units.

During routine patrol, the Police Patrol Officers are responsible for traffic enforcement, both random and selective. Each officer, while not assigned a specific job, is required to use his or her knowledge of problem areas to aggressively enforce the law.

The Community Service Officer, during routine patrol, is responsible for enforcing certain quasi-criminal, petty and local ordinance offenses, utilizing their knowledge of the Village Code. They also respond to animal control calls, provide traffic direction and control, process crime scenes, enforce parking regulations and provide services to other divisions within the department.

The Parking Enforcement Officer proactively enforces parking regulations throughout the Village as well as at specific locations for which the Village is directly responsible, such as the commuter parking lot. This Officer also provides services to the Finance Department, responds to directed patrol assignments relative to parking problems, supplements the Community Service Officers in code enforcement, and fills in for the crossing guards in their absence.

The Patrol Division is responsible for maintaining a professional relationship with other divisions of the Department, other departments of the Village, and other agencies of the criminal justice system. This relationship should result in the proper exchange of information and assistance in areas of mutual concern.

The Strategic Enforcement and Prevention Division under general supervision performs traffic control and enforcement, conducts traffic surveys, traffic accident investigation/reconstruction/total station tech, parking enforcement, organizes community events, maintains nuisance abatement program, maintains trespass program, reviews red light camera violations, serves as facilitator for administrative hearings, conducts taxi inspections, presents school assembly presentations, conducts Beverage Alcohol Sales and Service Education Training (BASSET) checks, prepares security surveys, monitors local pawn shops, tow yard inspections, fingerprints individuals for alcohol business licensing, solicitors and employees of the local school districts, and conducts liquor and tobacco stings.

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #4: Community Image & Identity

- ✓ Maintained 5-year average of Part 1 Crime Rate. (Fourth Quarter)  
*Pending. Department is on pace to achieve this as of June 2019.*

### Strategic Plan Goal #5: Effective Governance

- ✓ Four Area Response Team meetings were held in compliance with the ART Program  
*Ongoing. Three have been held as of July 2019.*
- ✓ The SEP Unit conducted 3 tobacco compliance checks at businesses in 2019.  
*Ongoing. Two completed as of June.*
- ✓ The SEP Unit conducted 2 alcohol compliance checks at businesses in 2019.  
*Ongoing. One completed as of June.*
- ✓ The SEP Unit conducted at least 6 truck enforcement details in 2019.  
*Pending. One completed as of June.*
- ✓ The SEP Unit will conduct monthly traffic enforcement details at schools.  
*Ongoing. These will resume with the next school year.*
- ✓ Two gambling device compliance checks were conducted.  
*Pending.*
- ✓ Participated in active shooter and school lockdown drills.  
*Ongoing. Conducted in each school as requested.*
- ✓ One set of ART Meetings was conducted at an off-site location  
*Pending. ART meetings scheduled throughout the community at several locations.*
- ✓ A partnership with the Education and Work Center will be established in which training sessions for residents and stakeholders will be held, and a Spanish language ART Meeting will be held onsite.  
*Ongoing. A Spanish language ART meeting was moved to St. Ansgar due to the larger size of the venue. Training program is pending - will be completed later in the year after a date has been determined.*

### Additional Accomplishments

- ✓ Three new Assistant Team Leaders were identified and trained.
- ✓ Five new Field Training Officers were identified and trained.
- ✓ An officer was certified as a CPR and Field Medic instructor and trained department employees.
- ✓ Officers received mental health training.

- ✓ ART Meetings were livestreamed.
- ✓ Presented Active Shooter training to schools and businesses.
- ✓ A Spanish language ART Meeting was conducted.
- ✓ Hanover Park was named to Neighborhood Scout's Top 100 Safest Cities in America list (#30).
- ✓ Record low Part I crime rate recorded for the Village.
- ✓ New tablet style mobile data terminal computers were installed in squad cars.
- ✓ An updated in-car video system was installed in squad cars.
- ✓ A survey of private video surveillance in Tanglewood was conducted and a list compiled for officers to contact if needed.
- ✓ Six officers were formally trained in honor guard techniques.
- ✓ One sergeant completed the Northwestern University School of Police Staff and Command.

## 2020 BUDGET GOALS

### Strategic Plan Goal #4: Community Image & Identity

1. Maintain 5-year average of Part 1 Crime Rate. (Fourth Quarter)  
*The Part I Crime Rate for 2020 will fall within the average of the past 5 years' rates.*

### Strategic Plan Goal #5: Effective Governance

1. Four Area Response Team meetings will be held in compliance with the ART Program  
*Fourth Quarter*
2. The SEP Unit will conduct 3 tobacco compliance checks at businesses in 2020.  
*Fourth Quarter*
3. The SEP Unit will conduct 2 alcohol compliance checks at businesses in 2020.  
*Fourth Quarter*
4. The SEP Unit will conduct at least 6 truck enforcement details in 2020, including a focus on the area of Devon Ave and Ontarioville Rd.  
*Fourth Quarter*
5. The SEP Unit will conduct monthly traffic enforcement details at schools.  
*Fourth Quarter*
6. Two gambling device compliance checks will be conducted.  
*Fourth Quarter*
7. Participate in active shooter and school lockdown drills.  
*Fourth Quarter*
8. One set of ART Meetings will be conducted at an off-site location  
*Fourth Quarter*
9. Create and Implement a Youth Citizen's Police Academy.
10. Investigate ARIDE block training for all officers in light of cannabis legalization legislation.
11. Investigate specialized legal update training in light of cannabis legalization legislation.
12. Identify and train personnel to conduct Liquor Commission "LC 13" inspections.

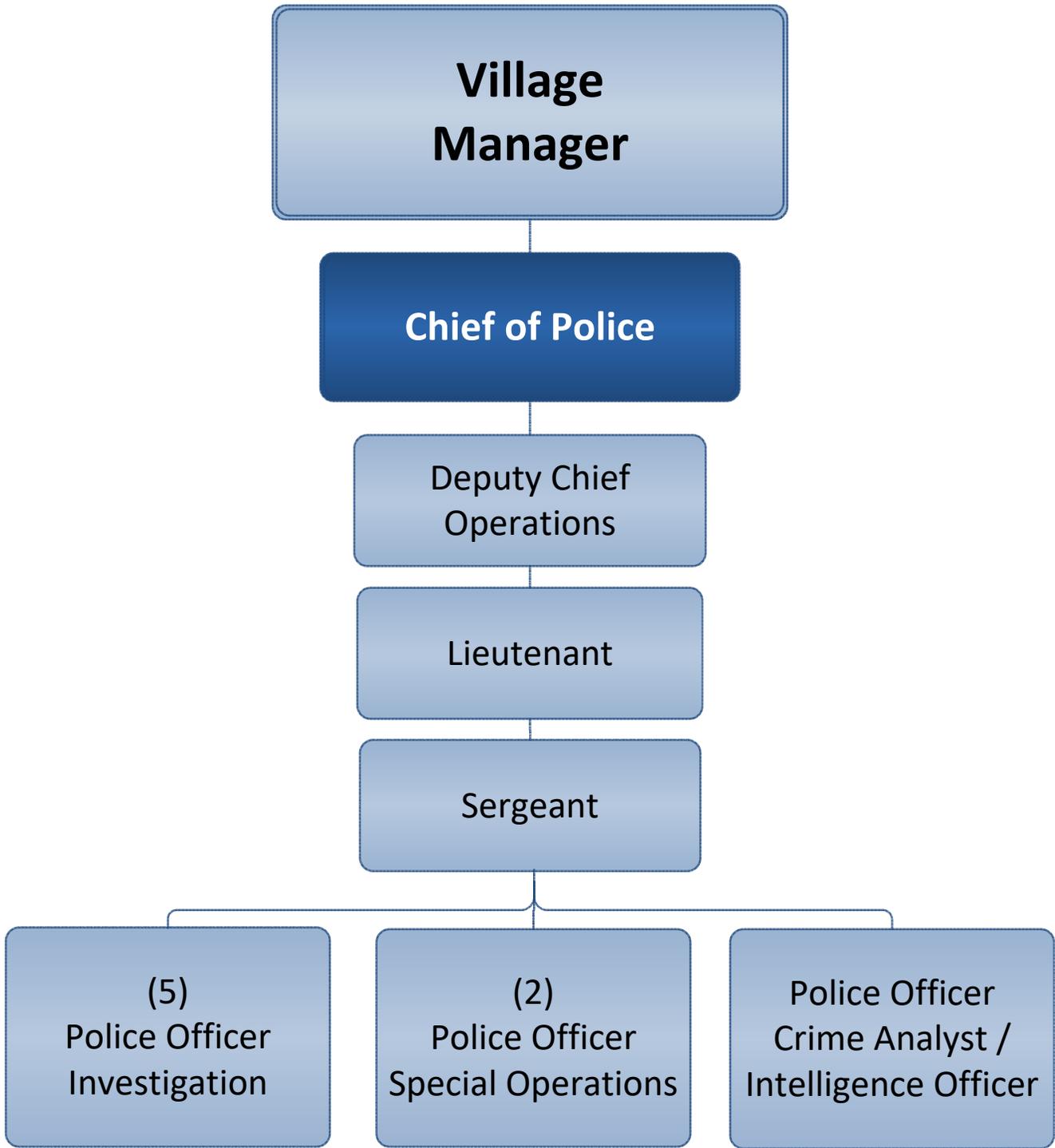
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8200 - Patrol

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 3,833,043	\$ 4,041,389	\$ 4,218,697	\$ 4,114,541	\$ 4,229,846	\$ 4,635,038
401-412	Salaries - Part - Time	29,761	25,993	25,729	30,000	37,445	39,241
401-421	Overtime Compensation	446,807	466,115	412,375	390,000	390,000	390,000
401-422	Court Appearances	138,802	145,764	147,021	147,000	147,000	147,000
401-423	Holiday Pay	116,213	120,236	120,062	138,289	138,289	147,024
401-429	Employee Incentive	12,026	12,441	14,072	12,500	12,500	12,500
401-441	State Retirement	32,897	27,820	25,368	28,454	28,454	38,338
401-442	Social Security	342,475	363,207	363,442	374,192	374,192	407,407
401-443	Police / Fire Pension	1,634,142	1,678,218	1,793,001	1,895,589	1,895,589	2,162,091
401-444	Employee Insurance	635,684	715,513	799,980	873,051	805,000	916,847
Total Personnel Services		<u>7,221,850</u>	<u>7,596,698</u>	<u>7,919,746</u>	<u>8,003,616</u>	<u>8,058,315</u>	<u>8,895,486</u>
402-413	Memberships / Subscriptions	6,726	6,292	6,905	6,905	6,905	6,905
402-414	Books / Publications / Maps	300	289	300	300	300	300
402-425	Ammunition	1,500	2,000	2,000	2,000	2,000	2,000
402-427	Materials & Supplies	9,425	11,118	11,928	11,520	11,520	9,621
402-431	Uniforms	32,488	40,319	23,927	37,300	37,300	37,300
402-433	Safety & Protective Equipment	5,000	4,908	5,037	5,000	6,151	5,000
402-434	Small Tools	1,445	1,270	1,151	1,270	1,270	1,270
Total Commodities		<u>56,884</u>	<u>66,195</u>	<u>51,248</u>	<u>64,295</u>	<u>65,446</u>	<u>62,396</u>
403-436	Maintenance Agreements	32,461	37,848	39,111	42,000	42,000	42,000
403-452	Vehicle Maintenance & Replacement	187,090	148,029	141,267	148,471	148,471	152,121
403-471	Schools / Conferences / Meetings	30,653	39,877	28,747	31,161	31,161	31,161
403-472	Transportation	6,346	3,245	2,513	4,800	3,000	4,800
Total Contractual Services		<u>256,550</u>	<u>229,000</u>	<u>211,638</u>	<u>226,432</u>	<u>224,632</u>	<u>230,082</u>
Total Patrol		<u>\$ 7,535,283</u>	<u>\$ 7,891,893</u>	<u>\$ 8,182,633</u>	<u>\$ 8,294,343</u>	<u>\$ 8,348,393</u>	<u>\$ 9,187,964</u>

# 8300 – Special Operations / Investigations



### **PURPOSE STATEMENT**

The primary goal of the Special Operations/Investigation Division is to assist Patrol in the follow-up of cases that require investigative effort beyond the scope of the uniformed officer. The Special Operations/Investigation Division coordinates the resources of the Department to focus on the apprehension of criminals and the recovery of property. The Deputy Chief of Operations is responsible for the goals, objectives and functions of this division.

In conducting formal investigations, the goal of this Division is to aggressively follow up the cases generated by the preliminary investigations of the Patrol Division. A key responsibility of the Investigator is to inform Patrol, Administration, and complainant/victims of their progress in each case. This will assure continuity in all criminal matters handled by the Police Department.

The investigation, resolution, and station adjustment of juvenile offenders with redirection of behavior is another goal of the division.

Investigations will develop and maintain informational files to aid the Patrol Division in directing their efforts.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Special Operations/Investigation Division is responsible for follow-up investigation of crimes referred by constituted authority; gathering, coordinating, and disseminating criminal intelligence to other sections of the Police Department; investigating unusual incidents requiring the specialized skills and knowledge of trained detectives; conducting internal investigations when directed; maintaining a liaison with other investigative agencies/organizations; and effecting investigations of illegal alcohol, drugs and substance.

The coordination of enforcement activities related to the Illinois Juvenile Court Act is the responsibility of the Special Operations/Investigation Division. The Youth Officer assigned in this Division is responsible for administering the various programs aimed at the redirection of the behavior or adjudication of the criminal actions of the youthful offender. These include counseling, referral to social service agencies, station adjustment, and when necessary, petitioning into the juvenile court system.

Analyzing data related to crime and calls for service within the Village. The department Crime Analyst will provide bulletins and reports to various divisions of the department relative to crime trends, officer safety threats, and predictions of future activity.

The recovery of property, preparation of cases, and coordination of prosecution with all facets of the criminal justice system are responsibilities of this Division.

The priority of follow-up investigations is established with regard to community concerns, case solvability, severity of the crime, timeliness of the report, and available resources. To this end, the division is ever alert to detecting unreported criminal activity, such as vice, narcotics and gambling, that might go unnoticed without such effort.

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #5: Effective Governance

- ✓ Maintained a monthly rotation of one sworn officer into the SOG Unit.  
*Ongoing. Fourth Quarter. One officer per month being assigned to SOG.*
- ✓ Conducted two sex offender checks.  
*Ongoing, Fourth quarter. One check completed as of June.*
- ✓ Hosted a regional training at Police Headquarters on a topic relevant to social media or criminal investigations.  
*Pending. Sexual Assault Investigator Training scheduled for July 2019.*
- ✓ Develop an ordinance to require video surveillance at specific businesses.  
*In Progress. Fourth quarter.*
- ✓ Investigated a two-week rotational assignment for Special Operations Group detectives into the North Central Narcotics Task Force.

### **Additional Accomplishments**

- ✓ Selected and assigned an evidence technician to the Major Case Assistance Team (MCAT)
- ✓ Conducted department-wide training on Cellbrite.
- ✓ Trained new detective.
- ✓ Trained new Special Operations Group officer.
- ✓ Trained new Crime Analyst.
- ✓ Conducted feasibility study of assigning personnel to Federal Task Force.

## 2020 BUDGET GOALS

### Strategic Plan Goal #5: Effective Governance

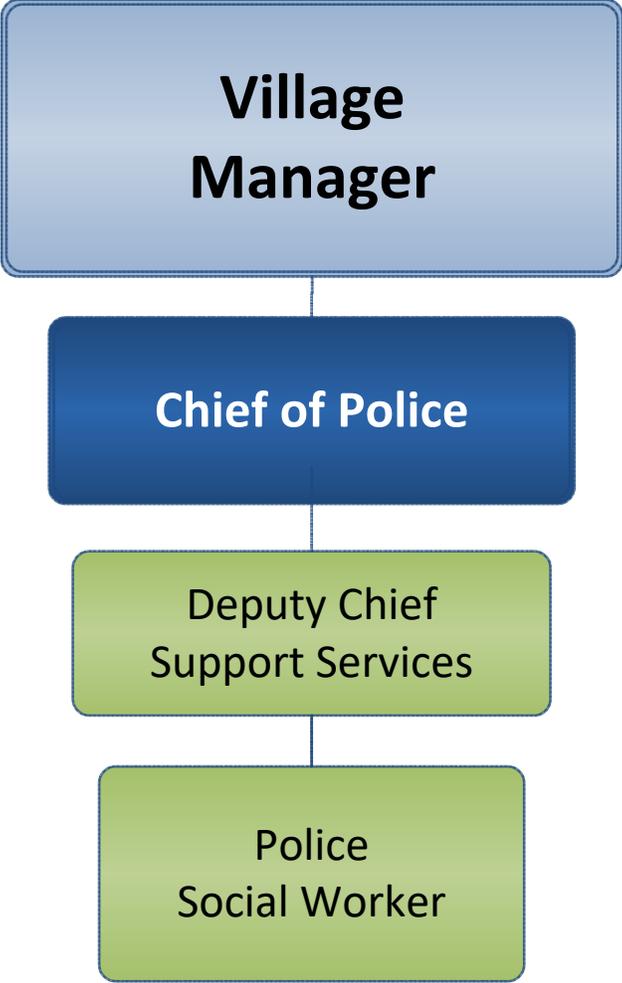
1. Maintain a monthly rotation of one sworn officer into the SOG Unit. *(Fourth Quarter)*
2. Conduct two sex offender checks. *(Fourth Quarter)*
3. Host a regional training at Police Headquarters on a topic relevant to social media or criminal investigations. *(Fourth Quarter)*
4. Implement a two-week rotation for SOG officers to the North Central Narcotics Task Force. *(Fourth Quarter)*
5. Retrain for Asset Forfeiture in light of new legalization of cannabis law.
6. Develop a written recruitment plan for the police department. *(Fourth Quarter.)*
7. Identify and train a sketch artist.
8. Update Surveillance Van.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8300 - Investigations

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 970,823	\$ 985,485	\$ 1,038,068	\$ 1,005,209	\$ 925,000	\$ 1,011,907
401-421	Overtime Compensation	128,915	165,868	116,668	125,000	125,000	125,000
401-422	Court Appearances	28,220	23,837	27,208	28,000	28,000	28,000
401-423	Holiday Pay	29,222	28,958	30,085	31,156	31,156	30,513
401-442	Social Security	87,612	91,086	89,982	90,986	84,750	91,500
401-443	Police / Fire Pension	316,747	416,991	455,483	481,544	481,544	475,758
401-444	Employee Insurance	160,052	167,225	190,957	198,370	132,985	136,478
Total Personnel Services		<u>1,721,591</u>	<u>1,879,451</u>	<u>1,948,452</u>	<u>1,960,265</u>	<u>1,808,435</u>	<u>1,899,156</u>
402-413	Memberships / Subscriptions	20,938	16,683	25,548	26,643	26,643	30,143
402-414	Books / Publications / Maps	156	175	172	175	175	175
402-431	Uniforms	4,581	4,493	6,041	5,700	5,700	5,700
402-434	Small Tools	936	722	967	1,000	1,000	1,000
Total Commodities		<u>26,611</u>	<u>22,072</u>	<u>32,727</u>	<u>33,518</u>	<u>33,518</u>	<u>37,018</u>
403-452	Vehicle Maintenance & Replacement	47,492	34,525	40,192	40,100	40,100	40,100
403-471	Schools / Conferences / Meetings	9,468	8,532	9,961	10,000	10,000	10,000
403-472	Transportation	2,853	1,801	3,021	2,500	2,500	2,500
403-499	Miscellaneous Expense	-	44	495	225	225	225
Total Contractual Services		<u>59,814</u>	<u>44,901</u>	<u>53,669</u>	<u>52,825</u>	<u>52,825</u>	<u>52,825</u>
Total Investigations		<u>\$ 1,808,016</u>	<u>\$ 1,946,425</u>	<u>\$ 2,034,847</u>	<u>\$ 2,046,608</u>	<u>\$ 1,894,778</u>	<u>\$ 1,988,999</u>



### **PURPOSE STATEMENT**

The primary goal of the Community Services Division is to provide support services to the other divisions of the Police Department. The Deputy Chief of Support Services is responsible for the goals, objectives and functions of this division. Personnel assigned to Community Services support the Patrol Division by relieving certain patrol and administrative duties. Ancillary services are provided to the Administrative Division in support of its goals and objectives. Social services are provided to the community by this division through the Police Social Worker.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Police Social Worker provides evaluation, short-term counseling, and social services referrals to residents of the community both in crisis and non-crisis situations. It also provides marital and family counseling to adults and youths. The Police Social Worker gives support to the patrol division by responding to scenes of crises and major incidents, as well as support to the Hanover Park EMA team as the shelter and welfare liaison. The Police Social Worker assists victims and witnesses of violent crime, elderly victims of crime, victims of domestic and sexual abuse and child victims of crime by locating community-based services, providing guidance with the criminal justice process, facilitating transportation and offering other appropriate services and/or referrals. The Police Social Worker provides information and referrals to callers and walk-in clients on issues including, but not limited to, homelessness, basic needs (food, clothing and shelter), financial assistance, housing, legal matters and mental illness. The Police Social Worker acts as an Outreach liaison with community organizations, neighborhood groups and educational institutions regarding topical issues such as substance abuse and child abuse. The Police Social Worker provides in-service training to law enforcement personnel on issues relevant to officers from a social service point of view.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #4: Community Image and Identity**

- ✓ The Police Social Worker conducted weekly postings on the Department Facebook page  
*Ongoing. Fourth Quarter.*
- ✓ The Police Social Worker participated in the annual Kids at Hope event  
*Completed. Second Quarter. Fair was well received by the community.*
- ✓ The Police Social Worker will coordinate a local Social Workers meeting at the PD.  
*Pending. Third Quarter.*

#### **Strategic Plan Goal #5: Effective Governance**

- ✓ The Police Social Worker will conduct mental health training for new personnel.  
*Ongoing. Fourth Quarter. New employees are being trained as they are hired.*
- ✓ The Police Social Worker will implement a mental health/emotional survival for law enforcement training that includes a component for both officers and their families.  
*Ongoing. Fourth Quarter. Scheduling training.*

### ***Additional Accomplishments***

- ✓ Authored articles for the Hi-Lighter magazine on topics related to mental health.
- ✓ Participated in Mental Health Partnership meetings at the Schaumburg Police Department.
- ✓ Participated in the neighborhood revitalization project in Greenbrook/Tanglewood
- ✓ Served on the Special Events Committee (COPS Day and Movie in the Park).
- ✓ Served on the Teen Pregnancy Prevention Project Committee.
- ✓ Developed U-Visa informational section of the PD website.
- ✓ Processed U-Visa applications.

## **2020 BUDGET GOALS**

### **Strategic Plan Goal #4: Community Image and Identity**

1. The Police Social Worker will conduct weekly postings on the Department Facebook page.  
*Fourth Quarter*
2. The Police Social Worker will participate in the annual Kids at Hope event.  
*Second Quarter*
3. The Police Social Worker will coordinate a local Social Workers meeting at the PD.  
*Third Quarter*

### **Strategic Plan Goal #5: Effective Governance**

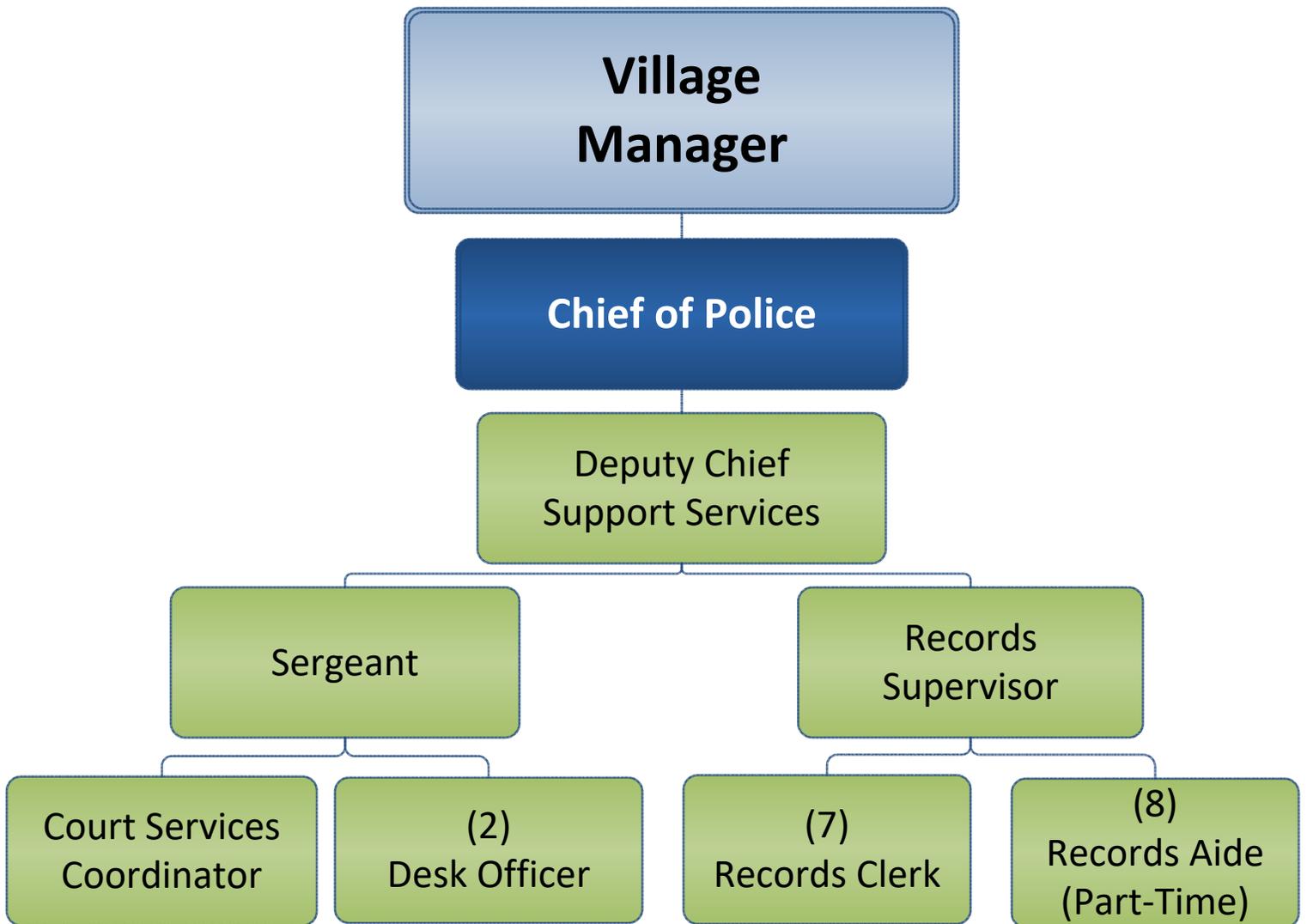
1. The Police Social Worker will conduct mental health training for new personnel  
*Fourth Quarter*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8400 - Community Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 69,997	\$ 71,320	\$ 70,358	\$ 74,896	\$ 74,536	\$ 74,173
401-421	Overtime Compensation	993	868	2,067	1,000	1,000	1,000
401-441	State Retirement	9,938	9,478	9,536	7,741	7,705	9,203
401-442	Social Security	5,301	5,426	5,440	5,807	5,628	5,751
401-444	Employee Insurance	6,581	7,606	8,864	9,050	8,496	8,411
Total Personnel Services		<u>92,810</u>	<u>94,698</u>	<u>96,265</u>	<u>98,494</u>	<u>97,365</u>	<u>98,538</u>
402-413	Memberships / Subscriptions	60	121	60	345	345	345
Total Commodities		<u>60</u>	<u>121</u>	<u>60</u>	<u>345</u>	<u>345</u>	<u>345</u>
403-461	Consulting Services	2,210	2,210	1,900	2,200	2,200	2,200
403-471	Schools / Conferences / Meetings	883	810	241	900	900	900
403-499	Miscellaneous Expense	-	-	-	100	100	100
Total Contractual Services		<u>3,093</u>	<u>3,020</u>	<u>2,141</u>	<u>3,200</u>	<u>3,200</u>	<u>3,200</u>
Total Community Services		<u>\$ 95,963</u>	<u>\$ 97,839</u>	<u>\$ 98,466</u>	<u>\$ 102,039</u>	<u>\$ 100,910</u>	<u>\$ 102,083</u>



### **PURPOSE STATEMENT**

The maintenance of a records system that collects crime data and records of operational activities allowing crime conditions and the effects of patrol operations to be systematically retrieved and evaluated. The Deputy Chief of Support Services is responsible for the goals, objectives and functions of this division.

The maintenance of an incident file that contains documentation of all crimes, traffic accidents and non-criminal incidents investigated by the Department and the offenders, victims, witnesses, and complainants associated with them.

To coordinate court services, facilitate citizen entry into the judicial process, liaison to the Cook and DuPage County Court systems, and maintain court case files and records of dispositions.

To operate and control the inventory of all property and evidence that the police department has taken custody of and ensure this property is available for court.

To maintain and improve access and contribution of data to the statewide Law Enforcement Agencies Data System (LEADS).

To ensure that the Department facilities and equipment are maintained and readily available for use.

To assist the other divisions of the Department in their efforts to accomplish the goals of the Department.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Receiving, indexing, filing and retrieving all police records and case files; maintaining certain administrative records and rosters such as key-holder lists, business roster and the like.

Act as the initial answering point for all incoming calls and visitors to the police department. Handle those capable of and responsible for and refer all others to the appropriate person or office within the Department.

Perform security checks on prisoners at frequent intervals.

Supervision of all part-time clerical staff and receptionists.

Staff Services is responsible for establishing and implementing a program that provides for regular inspection, maintenance, and upgrading of Department facilities and equipment.

The Court Services Coordinator prepares court schedules, attends regular court calls to assist the Village prosecutor, is liaison to both county court systems, monitors and reports on court attendance and case dispositions and assists citizens with filing criminal complaints.

The responsibility for the control and operation of the Property Room, maintaining inventory of all property and evidence, which comes into the possession of the Police Department and maintaining records of the property flow is a function of this division. This property includes evidence, recovered property and department-owned property.

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Records supervisor oversaw the implementation of the new RMS system and ensured appropriate training was conducted for all personnel.  
*Completed. DuJIS implemented June 18, 2019.*

### Strategic Plan Goal #5: Effective Governance

- ✓ Department-wide records destruction was completed.  
*Completed. Second Quarter.*
- ✓ A full division meeting will be conducted for all Records personnel.  
*Pending. Third quarter. Records Supervisor will organize and conduct a unit meeting for all personnel to discuss issues and improvements and receive training.*

### Additional Accomplishments

- ✓ Implemented DuPage DUI/local prosecution.
- ✓ Transitioned paperwork to prosecutorial counsel in DuPage County.
- ✓ Expansion of Bosch surveillance camera system to include all village buildings.
- ✓ Install and implement village-wide multi-building alert system and train village staff in its use.
- ✓ Records supervisor conducted bimonthly CERT training sessions.
- ✓ Added a new field training officer in Records.
- ✓ Replaced shields
- ✓ 3 new part-time records clerks were recruited and trained.
- ✓ A part-time records aide was promoted to a full-time clerk
- ✓ Records Supervisor participated in quarterly DuJIS (new RMS system) meetings and committees.
- ✓ A new property custodian was trained.
- ✓ Purchased and implemented a drug incinerator.
- ✓ Records Supervisor assisted with the administration of the RxBox medication disposal program.

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Replace and upgrade the "L3" server. *Fourth quarter.*

### Strategic Plan Goal #5: Effective Governance

1. Department-wide records destruction will be completed. *Third Quarter*
2. A full division meeting will be conducted for all Records personnel. *Fourth quarter. Records Supervisor will organize and conduct a unit meeting for all personnel to discuss issues and improvements.*
3. Identify and train back-up property custodian. *Fourth quarter.*
4. Identify and train additional personnel to perform records expungements in anticipation of legalization of cannabis.
5. Train personnel in National Incident Based Reporting System (NIBRS)
6. Maintain compliance with state systems mandates.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8500 - Staff Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Budget	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 582,256	\$ 559,906	\$ 597,704	\$ 577,182	\$ 574,837	\$ 550,664
401-412	Salaries - Part - Time	90,482	84,407	65,102	159,469	87,380	126,173
401-421	Overtime Compensation	24,534	26,014	24,422	18,500	23,000	18,500
401-422	Court Appearances	60	-	-	-	-	-
401-423	Holiday Pay	3,357	5,200	6,343	23,323	23,323	21,566
401-441	State Retirement	53,142	57,301	62,177	52,938	52,018	56,602
401-442	Social Security	53,774	51,363	51,938	60,100	54,204	55,041
401-443	Police / Fire Pension	43,095	39,448	49,028	51,834	51,834	51,950
401-444	Employee Insurance	95,041	130,126	128,901	142,195	110,251	121,306
Total Personnel Services		<u>945,742</u>	<u>953,765</u>	<u>985,614</u>	<u>1,085,541</u>	<u>976,847</u>	<u>1,001,802</u>
402-411	Office Supplies	5,295	4,667	5,332	5,000	5,000	5,000
402-413	Memberships / Subscriptions	600	284	940	715	715	715
402-423	Communications Parts	2,479	932	1,965	2,500	2,500	2,000
402-427	Materials & Supplies	7,516	7,701	6,381	6,500	6,500	6,500
402-431	Uniforms	4,012	4,087	4,220	4,000	4,000	4,000
402-435	Evidence	4,953	4,667	5,129	5,000	5,000	5,000
402-436	Photo Supplies	1,000	1,190	1,339	1,000	1,100	1,000
Total Commodities		<u>25,855</u>	<u>23,527</u>	<u>25,306</u>	<u>24,715</u>	<u>24,815</u>	<u>24,215</u>
403-412	Postage	30,360	35,269	34,059	30,000	30,000	34,000
403-436	Maintenance Agreements	8,215	5,142	1,395	6,000	6,000	6,000
403-451	Equipment Rentals	668,497	680,208	698,696	742,534	742,534	750,872
403-461	Consulting Services	1,881	3,214	2,388	3,000	3,000	3,000
403-470	Binding & Printing	303	-	886	500	500	500
403-471	Schools / Conferences / Meetings	3,021	3,957	2,965	4,000	4,000	3,000
403-472	Transportation	-	-	18	250	250	250
Total Contractual Services		<u>712,277</u>	<u>727,790</u>	<u>740,409</u>	<u>786,284</u>	<u>786,284</u>	<u>797,622</u>
Total Staff Services		<u>\$ 1,683,874</u>	<u>\$ 1,705,083</u>	<u>\$ 1,751,329</u>	<u>\$ 1,896,540</u>	<u>\$ 1,787,946</u>	<u>\$ 1,823,639</u>

# 8600 – Protection & Safety Services



### **PURPOSE STATEMENT**

The goal of the Hanover Park Police Protection and Safety Services is to provide the public with early severe weather warning systems; enhance crisis management capabilities; and provide lifesaving tools to police first responders. The activities of this division will prepare the police department to respond promptly to save life, protect property and minimize damage when threatened or hit by an extraordinary emergency greater than that normally handled by local fire and police forces. The Chief of Police and his designee (the Deputy Chief of Support Services) are responsible for the goals, objectives and functions of this division.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Protection and Safety Services division includes the maintenance and testing of early warning sirens located throughout the village to warn the public of peacetime or attack disasters. It provides first aid training and medicine to police officers to mitigate health situations and to counter opioid overdose until the arrival of emergency medical technicians. It establishes a format to access additional personnel to respond to emergency situations.

Note: Several of the goals and accomplishments in this division were relocated to Fire Department 7100 in FY'20.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #5: Effective Governance**

- ✓ Conduct annual fit test of department-issued gas masks.  
*Pending. Fourth Quarter.*
- ✓ Review and update 2019 NIMS compliance for the Department. *(Fourth Quarter)*  
*Pending. Fourth Quarter.*
- ✓ The EMA Assistant will participate in the Local Emergency Managers' Coalition.  
*Ongoing. Fourth quarter. LEMC meetings are being attended.*
- ✓ The EMA Assistant will ensure new officers are trained as weather spotters.  
*Ongoing. First through fourth quarters. New officers being trained as they are hired.*
- ✓ A lockdown drill will be conducted on the Village campus.  
*Pending. Third quarter.*
- ✓ A severe weather drill will be conducted on the Village campus.  
*Pending. Third quarter.*
- ✓ The repair and expansion of the Village Emergency Alert System will be initiated and overseen.  
*Completed.*
- ✓ Training for all Village employees on the Village Emergency Alert System will be conducted.  
*Pending. Training for all Village employees conducted July/August 2019.*

#### **Additional Accomplishments**

- ✓ CERT Training in conjunction with Hanover Township was conducted.
- ✓ Conducted training for CERT members on traffic control and direction, to include St. Ansgar group. *(Pending Third quarter)*

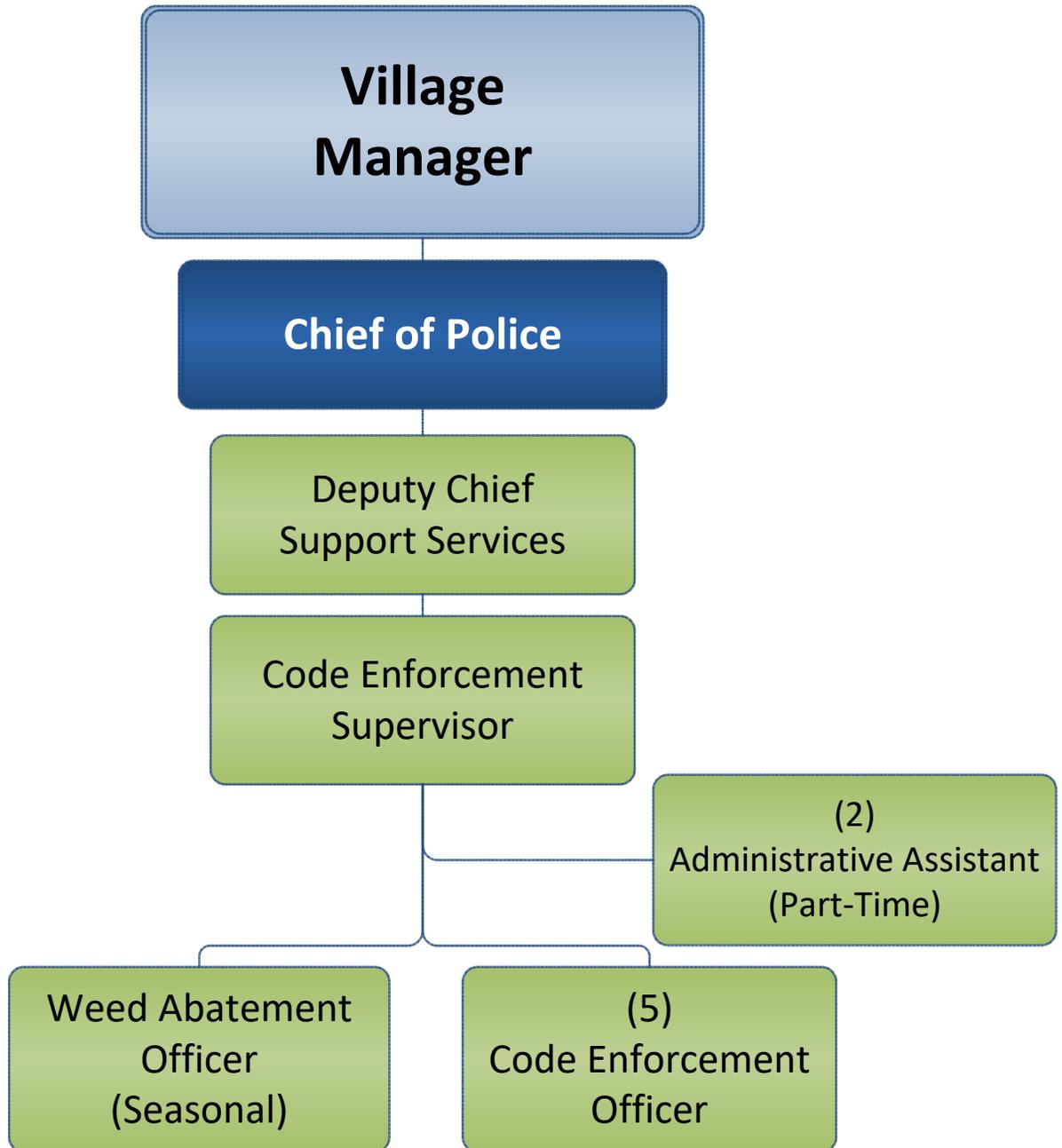
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8600 - Protection & Safety Services

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ 65	\$ -	\$ -	\$ 65	\$ 65	\$ -
402-427	Materials & Supplies	6,512	5,079	3,021	4,019	4,019	4,019
402-431	Uniforms	478	-	-	-	-	-
Total Commodities		<u>7,055</u>	<u>5,079</u>	<u>3,021</u>	<u>4,084</u>	<u>4,084</u>	<u>4,019</u>
403-437	M & R - Other Equipment	3,297	4,316	1,305	4,000	4,000	4,000
403-451	Equipment Rentals	-	452	452	452	452	452
403-471	Schools / Conferences / Meetings	1,199	194	1,050	1,400	1,400	645
403-472	Transportation	294	581	38	200	200	100
Total Contractual Services		<u>4,790</u>	<u>5,543</u>	<u>2,846</u>	<u>6,052</u>	<u>6,052</u>	<u>5,197</u>
Total Protection & Safety Services		<u>\$ 11,846</u>	<u>\$ 10,622</u>	<u>\$ 5,867</u>	<u>\$ 10,136</u>	<u>\$ 10,136</u>	<u>\$ 9,216</u>

# 8700 – Community Policing / Code Enforcement



### **PURPOSE STATEMENT**

The goal of the Code Enforcement Division of the Police Department is to protect public health, safety and welfare. This goal is accomplished by performing health and property maintenance inspections throughout the Village. The purpose of the inspection program is to insure a safe and sanitary environment for rental residential property by enforcing the property maintenance codes adopted by the Village. This division also acts as an enforcement liaison with other Village departments such as the Community Development Department in coordinating efforts and enforcing zoning and property standard regulations.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The functions of the Code Enforcement Division include: inspection for compliance with the Village's rental residential housing code; inspection and investigation of complaints regarding all residential buildings for compliance with property maintenance, health and sanitation codes; advise and provide educational programs in cooperation with other Village departments regarding code requirements to residents, residential property owners and associations.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #4: Community Image and Identity**

- ✓ CEOs attended each ART meeting and spoke on common code enforcement issues.  
*Ongoing. Fourth quarter. CEOs attending each ART meeting.*
- ✓ The Crime Free Multi-Housing Coordinator developed an online based recertification program for landlords.  
*Pending. Fourth Quarter.*

#### **Strategic Plan Goal #5: Effective Governance**

- ✓ Conducted bi-annual parking sweeps of overnight parking violations.  
*Ongoing. Fourth Quarter. One completed as of June.*
- ✓ Crime Free Multi-housing Coordinator will conduct monthly Crime Free Multi-Housing training sessions.  
*Ongoing. Sessions being conducted as needed.*
- ✓ The Code Enforcement Unit will develop a protocol to identify previously unknown landlords in the Village.  
*In Progress (Fourth Quarter)*
- ✓ A homeowners' association contact sheet with updated information will be developed for each association in the Village.  
*Ongoing. Fourth Quarter.*

#### **Additional Accomplishments**

- ✓ Code Enforcement Supervisor participated in neighborhood improvement project events as committee member (Clean up Green Up Project – Greenbrook/Tanglewood).
- ✓ Partnered with the Hanover Park Park District for a property maintenance compliance review of Park District property. (Ongoing)
- ✓ A new part-time administrative assistant with previous expertise in crime-free multi-housing was selected and trained.

## 2020 BUDGET GOALS

### Strategic Plan Goal #4: Community Image and Identity

1. CEOs will attend each ART meeting and speak on common code enforcement issues. *(Fourth Quarter)*
2. The Code Enforcement Unit will manage the vacant foreclosed property database system. *(Fourth Quarter)*
3. Create a full-time position for weed abatement.

### Strategic Plan Goal #5: Effective Governance

1. Conduct a bi-annual parking sweep of overnight parking violations. *(Fourth Quarter)*
2. Crime Free Multi-housing Coordinator will conduct monthly Crime Free Multi-Housing training sessions. *(Third Quarter)*
3. The Code Enforcement Supervisor will provide for the cross training of a CEO in the Single Unit Rental Residential Process.  
*On hold. Third Quarter. Identified employee left the Village; pending selection of new employee.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 010 - General Fund

Department 8700 - Code Enforcement

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 256,689	\$ 321,406	\$ 296,412	\$ 322,631	\$ 305,457	\$ 337,845
401-412	Salaries - Part - Time	50,695	44,959	36,286	55,000	58,142	60,467
401-421	Overtime Compensation	17,267	15,509	13,289	11,000	17,529	11,000
401-423	Holiday Pay	-	-	-	10,712	-	-
401-441	State Retirement	39,100	43,862	39,926	35,910	32,945	36,167
401-442	Social Security	25,201	29,082	26,258	31,669	29,156	31,693
401-444	Employee Insurance	28,022	67,760	76,459	73,246	71,273	72,886
Total Personnel Services		<u>416,975</u>	<u>522,579</u>	<u>488,629</u>	<u>540,168</u>	<u>514,502</u>	<u>550,058</u>
402-411	Office Supplies	935	690	447	900	900	700
402-413	Memberships / Subscriptions	164	150	150	240	240	240
402-414	Books / Publications / Maps	100	97	100	100	100	100
402-431	Uniforms	5,013	2,473	2,619	2,500	2,500	2,500
402-434	Small Tools	510	325	778	300	300	300
402-499	Miscellaneous Expense	370	-	-	-	-	-
Total Commodities		<u>7,092</u>	<u>3,735</u>	<u>4,094</u>	<u>4,040</u>	<u>4,040</u>	<u>3,840</u>
403-436	Maintenance Agreements	4,210	8,878	6,975	7,500	7,500	7,500
403-452	Vehicle Maintenance & Replacement	25,768	-	-	-	-	-
403-461	Consulting Services	-	-	-	400	400	400
403-470	Binding & Printing	410	247	501	500	500	500
403-471	Schools / Conferences / Meetings	1,660	2,062	1,730	1,870	2,870	2,870
Total Contractual Services		<u>32,048</u>	<u>11,186</u>	<u>9,206</u>	<u>10,270</u>	<u>11,270</u>	<u>11,270</u>
Total Code Enforcement		<u>\$ 456,115</u>	<u>\$ 537,500</u>	<u>\$ 501,929</u>	<u>\$ 554,478</u>	<u>\$ 529,812</u>	<u>\$ 565,168</u>

# COMMUNITY DEVELOPMENT DEPARTMENT

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## Cost Control Centers

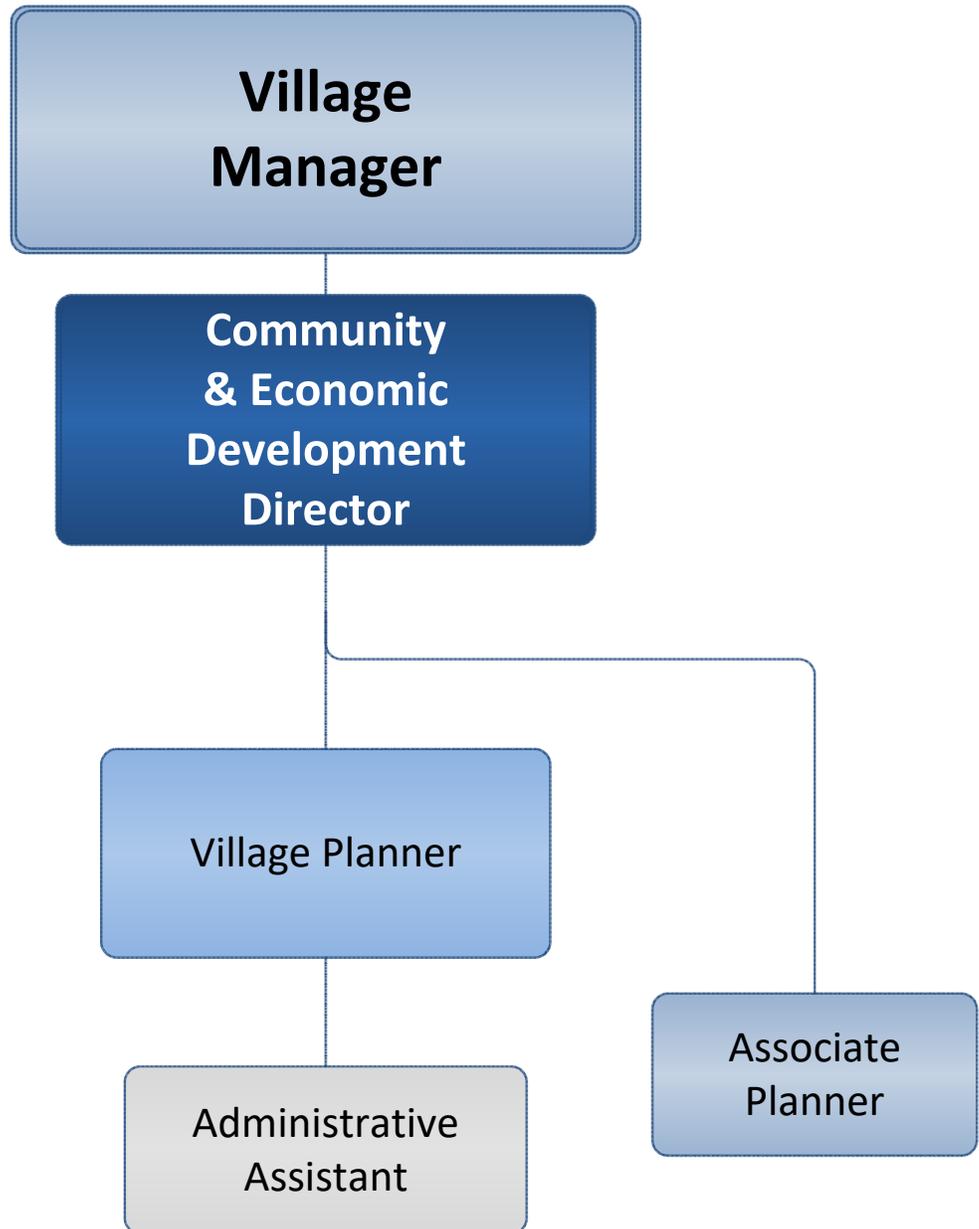
**Economic Development**

**9200**

# Organization of the Community Development Department



# 9200 – Economic Development



### **PURPOSE STATEMENT**

The goal of the Department of Community & Economic Development is to promote the use and development of land in a manner consistent with the goals and policies of the Hanover Park Comprehensive Plan. The Department works to encourage development that is safe, sustainable, and serves the needs and desires of residents. The Department promotes economic growth by encouraging the retention and expansion of existing businesses and developments, as well as attracting new businesses and developments to the Village. These economic development efforts lead to the establishment of a solid, diversified tax base, increased property values, and an enhanced community image. Vital steps to achieving this goal include a thorough evaluation of new projects and careful long-range planning.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Department of Community & Economic Development's responsibilities primarily fall under Economic Development, Planning & Zoning and being a liaison to the Development Commission, the Economic Development Committee and the Historic Commission/Committee.

Following is a summary of major tasks that the Development is responsible for within these disciplines:

#### **Economic Development**

- Business and Development Recruitment (Available sites database, developer/broker tours)
- Business Retention (Business development seminars, networking events, retention visits)
- Marketing the Village (Handouts and brochures, online updates, expos)
- Communication with the Business community
- Represent the Village at various regional events such as ICSC, Chamber of Commerce
- TIF administration and reporting, holding JRB Meetings
- Information Dispersion (Available Properties, top 15 Employer list, vacancy rates)
- Collaboration with and representation at two Chambers, WBDC, NLNW, Access O'Hare West
- 

#### **Planning & Zoning**

- Process rezonings, variations, conditional uses, subdivisions, planned unit developments, and text amendments to the Zoning Ordinance
- Review New Development and Coordinate with other departments
- Guide Applicants through the Entitlement Process (PUDs, amendments, subdivisions)
- Long Range & Short-Range Planning (i.e. TOD plan, Comprehensive & Land Use Plan update)
- Process Improvements (Concept Plan review, Pre-App mtgs., etc.)
- Coordinate with other agencies (IDOT, IEPA, Choose DuPage, KDSWCD, DuPage County)
- Zoning Code Administration (Code interpretation, Text Amendments)
- Subdivision Code administration
- Sign Code administration
- Information Dispersion (Demographics, Zoning, Land use, Bike/Ped plans)
- Annexation

## PERFORMANCE ACTIVITIES AND MEASURES

Description of Measurement	2015	2016	2017	2018	2019
Number of Full Time Employees	3	3	3	3	4
Number of Part Time Employees	0	0	1	1	0
Number of Full Time Employees Per 1,000 Population	0.077	0.08	0.077	0.077	.105
Development Applications	3	4	7	7	7
Zoning Text Amendments	5	0	0	2	1
Redevelopment Agreements (Amendments)	1	1	1		1
Zoning Review of Permits	279	230	252	300	180
Total Expenditures	\$381,539	\$363,598	\$387,355	\$382,423	\$415,575
Cost of Services Per Capita	\$8.95	\$8.95	\$10.19	\$10.06	\$10.94

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #1: Financial Health

- ✓ Continued to conduct Business Retention Visits and collecting Surveys from local businesses to improve the business environment and address any major issues that are identified in the process. (First through fourth quarters)
 

*Ongoing – Staff, along with the Mayor and a trustee, meet with businesses as a pro-active measure of business concerns, and continue to solicit Business Retention Surveys. A new initiative for 2019 was a series of outreach meetings in targeted geographic areas.*
- ✓ Assisted in recruiting businesses in existing vacant commercial and industrial buildings to reduce vacancy and enhance revenue.
 

*Ongoing – Due to proactive recruitment efforts, Retail vacancy rates have dropped significantly over the past 5 years (from 20% in 2013 to less than 5% in 2018). Staff participates in various networking and deal-making events year-round.*
- ✓ Updated the on-line Business Directory to provide information on local businesses.
 

*Ongoing - Community Development staff continuously updates the Business Directory and use this resource as a tool for business attraction and retention. (First through fourth quarters)*
- ✓ Continued the Shop Hanover Park program with information and events. (First through fourth quarters)
 

*Ongoing – Department is supporting local business via the American Express Shop Small - Shop Local Saturday program, Local Business Expo, Business Spotlight, Ribbon Cuttings, and annual Business of the Year Awards.*

- ✓ Continued research and submitted for applicable grant programs to address needs as established. (First through fourth quarters)

*Accomplished and ongoing. Assisted in providing information to various departments and agencies in preparation of grant applications (Lake Street Corridor LTAP, CMAP request for assistance with Comprehensive Plan, Solar installation, Irving Park Road Safety improvements.)*

## Strategic Plan Goal #2: Focused Economic Development & Redevelopment

- ✓ Marketed major development sites including the NW and SW corners of Lake and Gary; NW corner of Church and Lake, NW corner of Lake and Barrington Roads, as well as the Village Center area.

*Ongoing: NWC & SWC of Lake and Gary, NWC Church and Lake, Village Center Area*

- ✓ Actively researched and promoted development opportunities in the Village Center and Irving Park Corridor planning areas. (First through fourth quarters)

*Ongoing – Marketing at 2019 ICSC ReCON and Deal-Making conferences focused on recruitment of mixed-use developers for the Village Center. Bi-weekly meetings held with Property Manager and Leasing Agent for the Hanover Square Shopping Center. (First through fourth quarters)*

- ✓ Updated on-line database of all available sites and upload on Village website.

*Accomplished & Ongoing. Creating new layout using GIS (First through fourth quarters)*

- ✓ Attended and/or host real estate and business developer and tenant events showcasing business within the Village. (First through fourth quarters)

*Ongoing – Joint booth with 10 communities at ICSC events. Provided customized information and tours to various developers and brokers interested in specific properties or end users.*

- ✓ Assisted with overseeing completion of Hanover Square Shopping Center renovation along with other tasks per Redevelopment Agreement. (First through fourth quarters)

*Ongoing - Staff holds biweekly meetings with the leasing agent, property managers. Several leases renewed. New tenants recruited (Briana's Pancake House, Boost Mobile). Building improvements/repairs made. Continue to market vacant spaces. (First through fourth quarters)*

- ✓ Oversaw and encouraged development and redevelopment in all TIF Areas (3, 4 and 5). (First through fourth quarters)

*Accomplished and Ongoing.*

- *TIF #3: Coordinated TIF 3 Amendment including extension and expansion, with consultants, updating Land Use Plan, legal process with notification and held Joint Review Board meetings. Continued promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, Hanover Square Shopping Center and Village Center/ Ontarioville Streetscape project. New car wash open following sale of Village-owned property.*
- *TIF #4: Review and approval of Menard's PUD and Plat to enable warehouse expansion with public amenity at Kingsbury and Irving Park Road.*
- *TIF #5: Coordination of Senior Housing development at 900 Irving Park. 3 buildings under construction. New restaurant opened in the shopping center on Wise Rd.*

- ✓ Recruited new restaurant businesses to diversify our local economy with new incentive program.

*Ongoing. An incentive program was prepared but was not presented to the Village Board for consideration due to strong restaurant development without any incentives being requested or provided. New restaurants offer variety of cuisines (middle eastern, Italian, Asian, Indian).*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Implemented infrastructure, land use, and development recommendations from the Village Center and Transit Oriented Development (TOD) Plan. (First through fourth quarters)

*Ongoing – Village Center Streetscape project has commenced. Work with IDOT and Tollway for the IL-390 extension.*

- ✓ Implemented infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study where practical. (First through fourth quarters)

*Ongoing – Recommendations were incorporated in design of a new landscaped public amenity at the NWC of Kingsbury and Irving Park for Menards expansion.*

### Strategic Plan Goal #4: Community Image & Identity

- ✓ Coordinated recruitment of qualified individuals for the Historic Preservation Commission. (First through fourth quarter)

*Ongoing. Recruitment efforts continue to seek qualified candidates for the Historic Commission. The Historic Committee continues to review and archive available historic documents, photos, and materials.*

- ✓ Continued Zoning Code update. (First through fourth quarters)

*Accomplished and ongoing. Text amendment adopted regarding handicapped parking spaces requirement. Worked with Public Works to update Small Cell regulations and Design Guidelines.*

- ✓ Implemented signage regulations balancing the Village's overall goals with the needs of the business community, following adoption of updated regulations. (First through fourth quarters)

*Accomplished and ongoing.*

- ✓ Assisted in implementation of current zoning and sign codes through timely review of building and sign applications and processing of development applications. (First through fourth quarters)

*Accomplished and ongoing. Staff reviews building permits for compliance with Zoning and Sign Codes.*

- ✓ Initiated implementation of recommendations from the Homes for a Changing Region housing study.

*Ongoing. Construction has begun on 27 new townhomes at Greenbrook Court by Habitat for Humanity, which will provide well-designed new units, consistent with study recommendations. Staff has also initiated research for potential code changes per study recommendations.*

## Strategic Plan Goal #5: Effective Governance

- ✓ Provided up-to-date information regarding demographics, regulations, and development potential on the Village website. (First through fourth quarters)

*Ongoing - Community demographics continuously updated online. All Development applications updated and are online. New Landing Pages online for the Dining Guide and Business Spotlights.*

- ✓ Training and continuing education for Director, Planner, Associate Planner and Administrative Secretary to maintain current professional capacities and certifications and further zoning and economic development knowledge and skills. (First through fourth quarters)

*Ongoing - Community Development staff attends seminars and webinars to stay current in planning and development trends and best practices.*

### **Additional Accomplishments in 2019**

- ✓ 1850 Army Trail Road – Old Wendy’s on Army Trail being expanded into Neehee’s Restaurant.
- ✓ MWRD Property - Engineering design underway following license agreement for Cricket fields.
- ✓ Greenbrook Tanglewood Neighborhood Revitalization – several projects underway, coordinated by Habitat for Humanity, in partnership with several organizations.
- ✓ Fourth annual Hanover Park Small Business Workshop coordinated by Staff, in partnership with both Chambers, WBDC, and local banks. Program to be taped and streamed.
- ✓ Held an Economic Development Seminar at the EWC in coordination with the Federal Small Business Administration, ECC, Harper, Small Business Development Centers, the State IDES.
- ✓ Director Govind continued serving on the Bartlett Area Chamber of Commerce Board and the DuPage County Community Development Commission. Village Planner Weber serves on the NW Hispanic Chamber Board.
- ✓ Participated in developing criteria for design and location of gateway signs for Hanover Park.
- ✓ The Business Matters Newsletter was increased from bi-monthly to a monthly cycle.
- ✓ First business is going through the Next Level Northwest Business Accelerator program. Staff is identifying candidates for the next round.

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Assist in recruiting businesses in existing vacant commercial and industrial buildings to reduce vacancy and enhance revenue.
2. Continue research and submit for applicable grant programs to address needs as established. (First through fourth quarters)

### Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Market major development sites including the NW and SW corners of Lake and Gary; NW corner of Church and Lake, and the NW corner of Lake and Barrington Roads.

2. Actively promote development opportunities in all TIF Areas (3, 4 and 5), the Village Center and Irving Park Corridor planning areas with a comprehensive Marketing/Advertising plan in real estate magazines and digital publications, with a direct recruitment to regional brokers and developers. (First through fourth quarters)
3. Release a Request for Proposal to market the sale of Hanover Square Shopping Center and return this asset back to private sector ownership. (Second through third quarters)
4. Coordinate with TIF Consultant for the release of a Request for Proposal for development in the Village Center/TOD area. (Second through third quarters)
5. Attend and/or host real estate and business developer and tenant events showcasing business within the Village. (First through fourth quarters)
6. Update on-line database of all available sites and upload on Village website.
7. Update the on-line database of Employers on a monthly basis.
8. Expand content in the Dine Local portion of the website with local Restaurants. (Third quarter)

### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

1. Implement infrastructure, land use, and development recommendations from the Village Center and Transit Oriented Development (TOD) Plan. (First through fourth quarters)
2. Implement infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study where practical. (First through fourth quarters)

### **Strategic Plan Goal #4: Community Image & Identity**

1. Coordinate recruitment of qualified individuals for the Historic Preservation Commission. (First through fourth quarter)
2. Continue Zoning Code updates as needed. (First through fourth quarters)
3. Implement current zoning and sign codes through timely review of building and sign applications and processing of development applications. (First through fourth quarters)
4. Initiate implementation of recommendations from the Homes for a Changing Region housing study. (First through fourth quarters)

### **Strategic Plan Goal #5: Effective Governance**

1. Facilitate update of the Village Comprehensive Land Use Plan to incorporate recent subarea plans and studies, identify new opportunities, and identify needed zoning code updates.
2. Provide up-to-date information regarding demographics, regulations, and development potential on the Village website. (First through fourth quarters)
3. Training and continuing education for Director, Planner, Associate Planner and Administrative Secretary to maintain current professional capacities and certifications and further zoning and economic development knowledge and skills. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

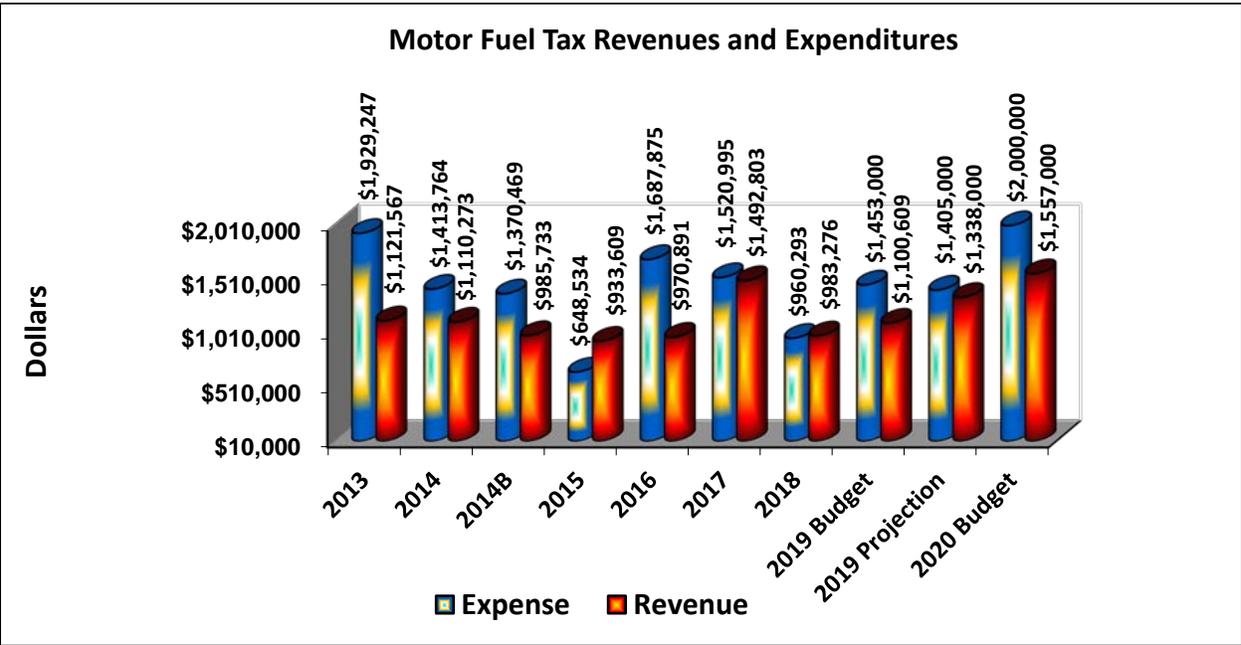
Fund 010 - General Fund

Department 9200 - Economic Development

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 226,410	\$ 222,458	\$ 229,821	\$ 299,722	\$ 287,067	\$ 312,199
401-412	Salaries - Part - Time	8,545	9,662	17,544	-	-	-
401-421	Overtime Compensation	11,171	6,947	4,359	5,000	5,000	5,000
401-441	State Retirement	33,724	30,816	29,902	32,092	29,791	39,398
401-442	Social Security	19,046	18,600	19,446	25,066	22,343	38,050
401-444	Employee Insurance	15,094	20,208	26,065	60,304	30,000	56,597
Total Personnel Services		<u>313,989</u>	<u>308,692</u>	<u>327,137</u>	<u>422,184</u>	<u>374,201</u>	<u>451,244</u>
402-411	Office Supplies	1,172	996	848	1,000	1,000	1,000
402-413	Memberships / Subscriptions	2,276	16,507	16,450	16,685	16,525	12,245
402-414	Books / Publications / Maps	-	-	-	-	-	100
Total Commodities		<u>3,448</u>	<u>17,503</u>	<u>17,299</u>	<u>17,685</u>	<u>17,525</u>	<u>13,345</u>
403-412	Postage	11,465	12,236	164	800	800	800
403-417	Tax Incentive Payments	2,427,737	2,444,429	3,069,039	3,000,000	3,025,000	3,225,000
403-436	Maintenance Agreements	2,189	1,904	1,832	2,273	1,230	1,665
403-452	Vehicle Maintenance & Replacement	4,000	3,750	3,400	3,400	3,400	3,400
403-461	Consulting Services	12,219	17,972	33,251	10,000	5,000	12,000
403-470	Binding & Printing	15,597	14,130	1,264	1,000	500	1,000
403-471	Schools / Conferences / Meetings	9,844	9,131	8,549	12,200	9,517	11,700
403-472	Transportation	2,796	1,581	2,945	3,725	2,652	3,200
403-491	Special Events	-	457	401	750	750	500
Total Contractual Services		<u>2,485,847</u>	<u>2,505,589</u>	<u>3,120,844</u>	<u>3,034,148</u>	<u>3,048,849</u>	<u>3,259,265</u>
Total Economic Development		<u>\$ 2,803,285</u>	<u>\$ 2,831,784</u>	<u>\$ 3,465,279</u>	<u>\$ 3,474,017</u>	<u>\$ 3,440,575</u>	<u>\$ 3,723,854</u>

# MOTOR FUEL TAX FUND

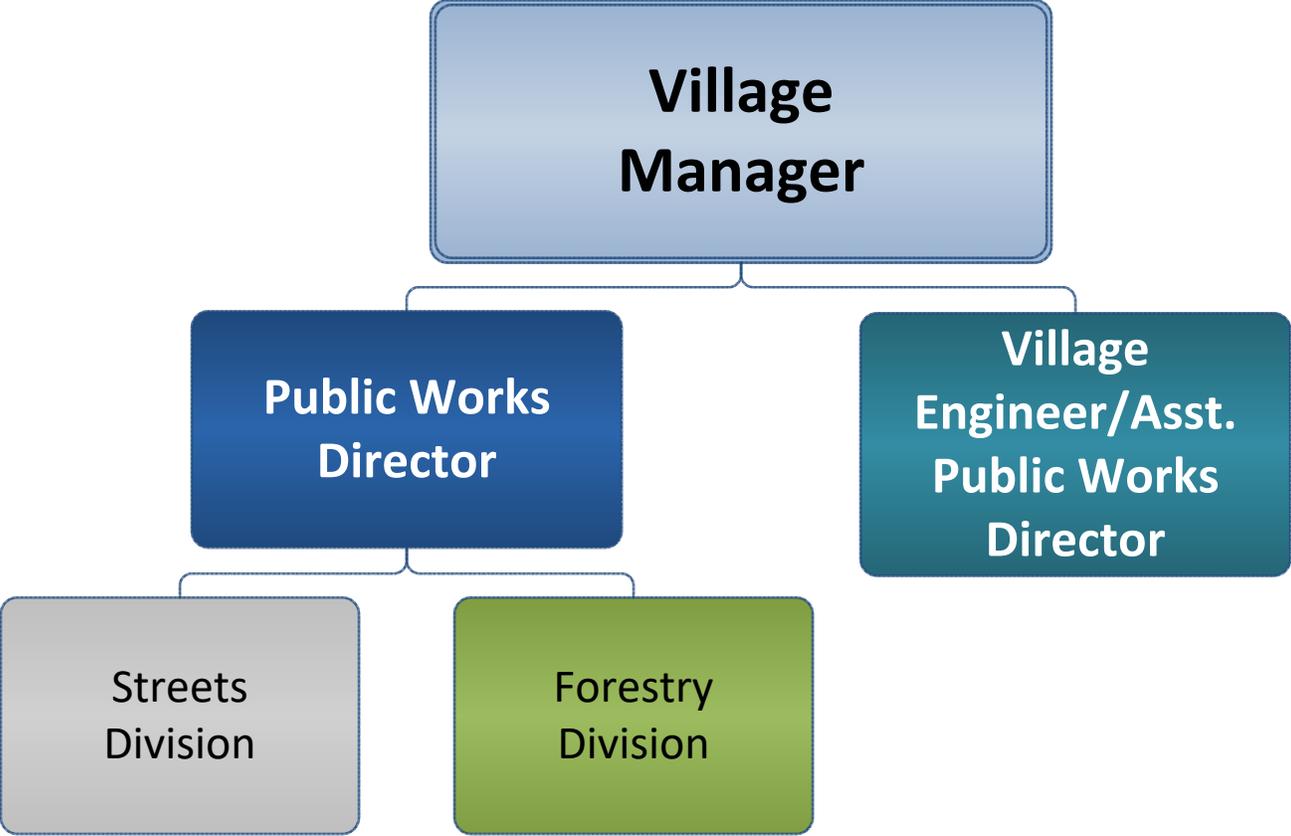
The Motor Fuel Tax Fund – The Illinois Motor Fuel Tax (MFT) is derived from a tax on the privilege of operating motor vehicles upon public highways and of operating recreational watercraft upon the waters of the State of Illinois. MFT is based on a consumption of motor fuel. MFT rates are 19.0 cents per gallon for regular unleaded and 7.5 cents for diesel fuel. The State of Illinois distributes 54.4% of the monies to local taxing districts based on a statutory formula: 49.10% to Municipality, 16.74% to Counties over 1M population, 18.27% to Counties under 1M population and 15.89% to Road districts/Townships on a per capita basis (population). The money from this fund as directed by the State Law, can be utilized for the construction and maintenance of roads and related items. MFT law amended to impose a tax rate increase from 19.0 cents to 38.0 cents per gallon beginning July 1, 2019. It is important to note that although the tax rate on MFT has doubled, municipality will **NOT** receive an amount equal the double of the current allotment. Municipal will receive two allotments of different amount effective September 2019 (liability for July 2019). The motor fuel tax is also tied to inflation and will rise in the future without lawmaker approval. The State of Illinois distributes 32.00% of the monies to local taxing districts based on a statutory formula: 49.10% to Municipality. 16.74% to Counties over 1M population, 18.27% to Counties under 1M population and 15.89% to Road districts/Townships.



MFT	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	1,121,567	1,110,273	985,733	933,609	970,891	1,492,803	983,276	1,100,609	1,338,000	1,557,000
Expenditures	1,929,247	1,413,764	1,370,469	648,534	1,687,875	1,520,995	960,293	1,453,000	1,405,000	2,000,000
Difference	(807,680)	(303,491)	(384,736)	285,075	(716,984)	(28,192)	22,983	(352,391)	(67,000)	(443,000)

The Motor Fuel Tax Fund is used for street resurfacing program of the Village. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the Village's share of the gasoline tax. FY2020 revenues is budgeted at \$1,557,000 while total expenditures are \$2,000,000. The Fund balance will be utilized to offset the \$443,000 deficit.

# 011 – Motor Fuel Tax Fund





**PURPOSE STATEMENT**

To assure the Village of Hanover Park receives its proportionate share of the Illinois State Fuel Tax. The funds provide for the construction, operation, and maintenance of the Village's transportation and drainage network.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Street Resurfacing – Miles	3.38	0	.3	.83	1.17
Street Reconstruction – Miles	0	0	.34	.37	.37
Snow/Ice Response Incidents	26	18	10	12	13

Through this funding the Village provides reconstruction and rehabilitation of existing Village streets utilizing State of Illinois Motor Fuel Tax (MFT) funds.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Develop and implement a 10-year roadway plan for resurfacing and reconstruction  
*Ongoing. The draft ten-year roadway plan was developed in 2018 and has been used to increase the amount of resurfacing and reconstruction performed each year. This tool will be finalized once a sustainable funding mechanism is in place.*

**2020 BUDGET GOALS**

**Strategic Plan Goal #1: Financial Health**

1. Continue to increase the amount of resurfacing performed in 2020.  
 First through fourth quarters.

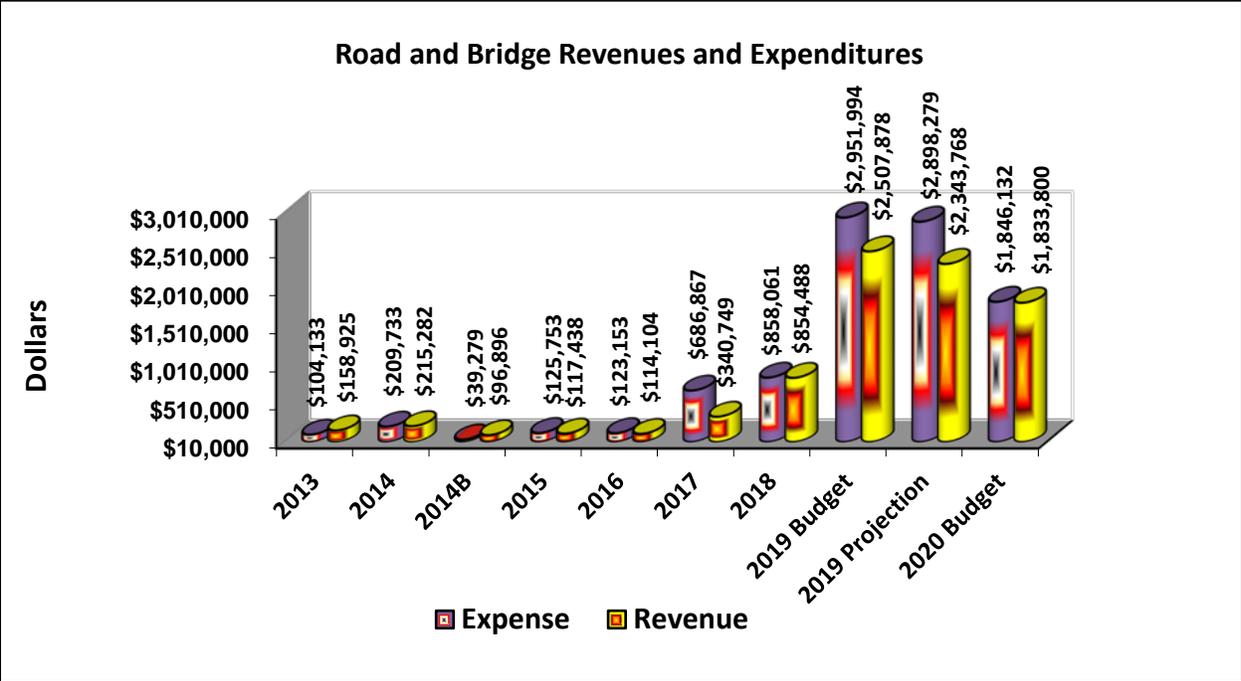
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 11 - Motor Fuel Tax Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
331-303 Motor Fuel Tax	\$ 966,817	\$ 968,562	\$ 971,944	\$ 972,109	\$ 1,200,000	\$ 1,550,000
332-301 State Grants	-	119,402	-	125,000	125,000	-
Total Intergovernmental Revenue	<u>966,817</u>	<u>1,087,963</u>	<u>971,944</u>	<u>1,097,109</u>	<u>1,325,000</u>	<u>1,550,000</u>
361-300 Interest on Investments	1,975	4,345	11,331	3,500	13,000	7,000
Total Investment Income	<u>1,975</u>	<u>4,345</u>	<u>11,331</u>	<u>3,500</u>	<u>13,000</u>	<u>7,000</u>
380-311 Reimb Exp-MFT	2,100	495	-	-	-	-
Total Miscellaneous Revenue	<u>2,100</u>	<u>495</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
391-305 Interfund Road and Bridge	-	400,000	-	-	-	-
Total Interfund Transfer	<u>-</u>	<u>400,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 970,891</u>	<u>\$ 1,492,803</u>	<u>\$ 983,276</u>	<u>\$ 1,100,609</u>	<u>\$ 1,338,000</u>	<u>\$ 1,557,000</u>
<b>Expenditures and Other Financing Uses</b>						
402-427 Materials & Supplies	143,473	90,382	-	-	-	-
Total Commodities	<u>143,473</u>	<u>90,382</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
403-415 Street Lighting	62,502	65,321	-	-	-	-
403-435 M & R - Streets & Bridges	366,374	420,699	-	-	-	-
403-436 Maintenance Agreements	30,229	20,528	16,575	-	-	-
403-437 M & R - Other Equipment	2,342	1,550	7,392	-	-	-
403-499 Miscellaneous Expense	-	5	-	-	-	-
Total Contractual Services	<u>461,448</u>	<u>508,103</u>	<u>23,967</u>	<u>-</u>	<u>-</u>	<u>-</u>
413-422 Improvement Other Than Buildings	1,082,954	922,511	936,327	1,453,000	1,405,000	2,000,000
Total Capital Outlay	<u>1,082,954</u>	<u>922,511</u>	<u>936,327</u>	<u>1,453,000</u>	<u>1,405,000</u>	<u>2,000,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,687,875</u>	<u>\$ 1,520,995</u>	<u>\$ 960,293</u>	<u>\$ 1,453,000</u>	<u>\$ 1,405,000</u>	<u>\$ 2,000,000</u>
Net Change in Fund Balance	<u>\$ (716,983)</u>	<u>\$ (28,192)</u>	<u>\$ 22,982</u>	<u>\$ (352,391)</u>	<u>\$ (67,000)</u>	<u>\$ (443,000)</u>
Beginning Fund Balance	<u>1,233,296</u>	<u>516,312</u>	<u>488,120</u>	<u>511,102</u>	<u>511,102</u>	<u>444,102</u>
Ending Fund Balance	<u>\$ 516,312</u>	<u>\$ 488,120</u>	<u>\$ 511,102</u>	<u>\$ 158,711</u>	<u>\$ 444,102</u>	<u>\$ 1,102</u>

# ROAD AND BRIDGE FUND

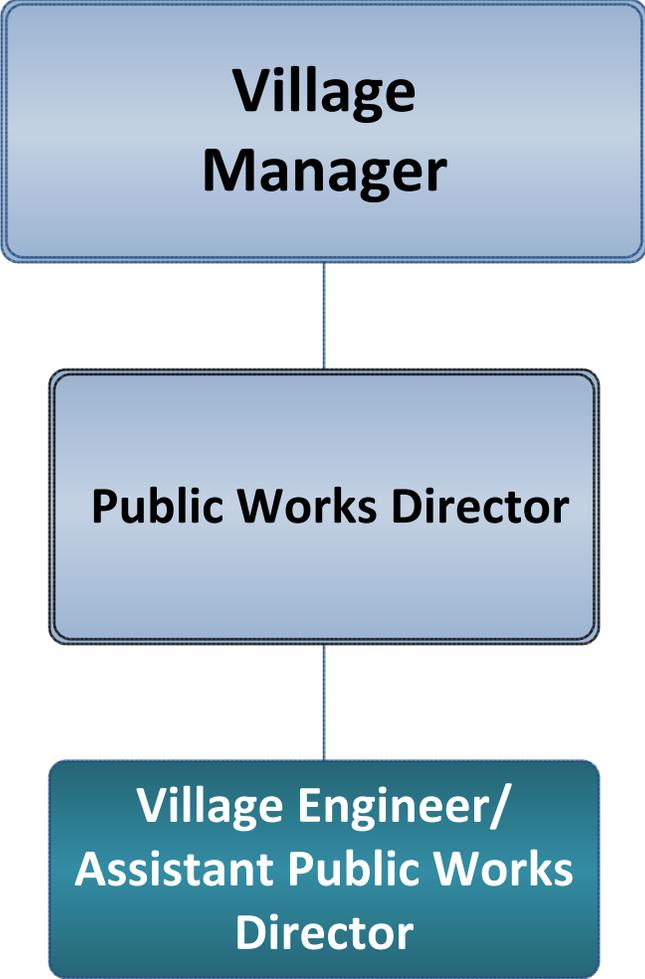
The Road and Bridge Fund – used to account for the revenues and expenditures for the operation and maintenance of Village roads and bridges. Financing provided by the Township’s annual property tax levy, gasoline taxes and Interfund transfer from General Fund.



Road & Bridge	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	158,925	215,282	96,896	117,438	114,104	340,749	854,488	2,507,878	2,343,768	1,833,800
Expenditures	104,133	209,733	39,279	125,753	123,153	686,867	858,061	2,951,994	2,898,279	1,846,132
Difference	54,792	5,549	57,617	(8,315)	(9,049)	(346,118)	(3,573)	(444,116)	(554,511)	(12,332)

The Road and Bridge Fund is used for road and bridge improvements, traffic signal maintenance, and associated infrastructures, such as sidewalks. During the FY2018 budget process, the Village Board approved a Motor Fuel Gasoline Tax of \$0.02 per US Gallons (including fraction gallons) effective January 1, 2018. The Motor Fuel Gasoline Tax generated \$131,129 to be used for the Roadways improvements in FY2018. In FY2019 we are projecting a total revenue of \$132,000. FY2020 revenues is budgeted at \$1,833,800 (\$1,016,800 are grant funding including the \$800,000 from Build Illinois Bond Fund) while total expenditures are \$1,846,132. The Fund balance will be utilized to offset the \$12,332 deficit. In FY2020, the funding for the project for Irving Park Road lighting and safety improvement is \$800,000. This funding will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the funds from DCEO are received by the Village.**

# 012 – Road and Bridge Fund



### **PURPOSE STATEMENT**

To provide for a capital expansion program, as well as a reconstruction program, for the Village's transportation system, including streets, bridges, and accompanying drainage system.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Road and Bridge Fund provides funds needed to accomplish the following functions necessary to implement a transportation system improvement:

- Corridor studies and specifications; right-of-way and easement acquisitions; construction costs; construction engineering; contract administration.
- Provide local matching funds for federal grant programs under which arterial and collector streets in the Village are constructed or reconstructed.
- Snow removal and ice control. This activity includes plowing of snow after two inches or more and the salting of all intersections.
- Traffic signals - this activity includes an annual maintenance contract.
- Maintenance of the Village's roadway lighting systems.
- Capital improvements to the transportation system within the Village, including new sidewalk additions, arterial fencing, drainage improvements, etc.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Complete design of the Arlington Drive Bridge project and work with IDOT to let construction contract.  
*Ongoing. Staff worked with our consultant to receive IDOT approval of the Phase II design contract and began final design of the project. Construction is anticipated to begin in 2021.*

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Identify and apply for grants for multi-use paths.  
*Ongoing. Staff identified that ITEP and CMAQ grant applications would be open in late 2019 and early 2020. In preparation for this, the Village retained a consultant to prepare a Phase I Design Report for a multi-use trail along County Farm Road from Greenbrook Blvd. to the Metra station.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Apply for grant funding to complete the County Farm Road trail project.  
*First and second quarters.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Complete design and award the construction contract for the Arlington Drive Bridge. Begin construction in 2021.  
*First through fourth quarters.*
2. Complete reconstruction of half of the remaining old concrete streets in the Hanover Gardens neighborhood.  
*Second and third quarters.*

### Strategic Plan Goal #4: Community Image & Identity

1. Secure funding for the multi-use trail along County Farm Road.  
*First through fourth quarters.*

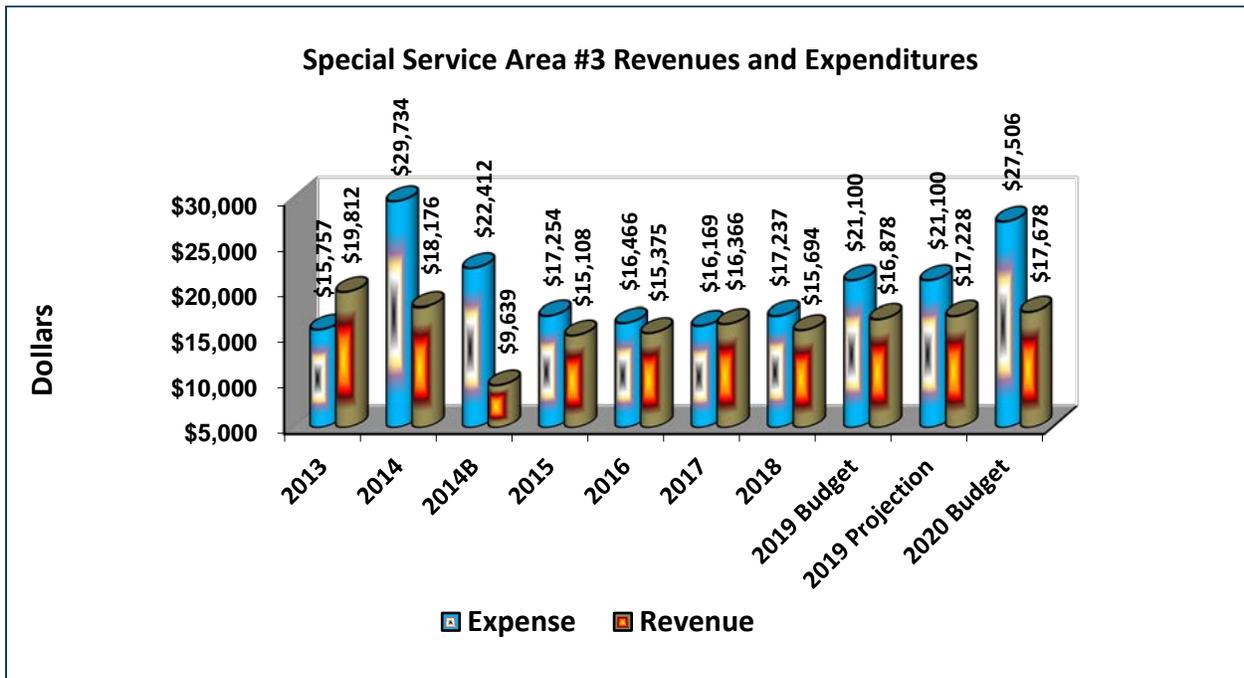
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 12 - Road and Bridge Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-304 Township Tax Levy - Current	\$ 111,415	\$ 108,713	\$ 105,037	\$ 110,000	\$ 100,000	\$ 105,000
314-302 Gasoline Tax	-	-	131,129	132,000	132,000	132,000
<b>Total Taxes</b>	<b>111,415</b>	<b>108,713</b>	<b>236,166</b>	<b>242,000</b>	<b>232,000</b>	<b>237,000</b>
331-301 Personal Property Replacement	378	1,233	3,707	1,000	1,000	1,000
332-301 State Grants	-	81,024	281,182	163,000	890	1,016,800
<b>Total Intergovernmental Revenue</b>	<b>378</b>	<b>82,257</b>	<b>284,889</b>	<b>164,000</b>	<b>1,890</b>	<b>1,017,800</b>
361-300 Interest On Investments	2,311	4,726	7,480	3,000	11,000	7,000
<b>Total Investment Income</b>	<b>2,311</b>	<b>4,726</b>	<b>7,480</b>	<b>3,000</b>	<b>11,000</b>	<b>7,000</b>
389-303 Miscellaneous Income	-	145,053	-	-	-	-
<b>Total Miscellaneous</b>	<b>-</b>	<b>145,053</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
391-301 Interfund General Fund	-	-	325,953	2,098,878	2,098,878	572,000
<b>Total Interfund Transfer</b>	<b>-</b>	<b>-</b>	<b>325,953</b>	<b>2,098,878</b>	<b>2,098,878</b>	<b>572,000</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 114,104</b>	<b>\$ 340,749</b>	<b>\$ 854,488</b>	<b>\$ 2,507,878</b>	<b>\$ 2,343,768</b>	<b>\$ 1,833,800</b>
<b>Expenditures and Other Financing Uses</b>						
402-427 Materials & Supplies	\$ -	\$ -	\$ 67,647	\$ 123,500	\$ 95,000	\$ 172,500
<b>Total Commodities</b>	<b>-</b>	<b>-</b>	<b>67,647</b>	<b>123,500</b>	<b>95,000</b>	<b>172,500</b>
403-415 Street Lighting	-	-	50,387	60,000	51,000	60,000
403-435 M & R - Streets & Bridges	-	-	315,286	395,000	389,285	420,000
403-436 Maintenance Agreements	-	-	-	31,628	20,628	31,628
403-437 M & R - Other Equipment	-	-	-	7,000	7,500	11,000
403-464 Engineering Services	123,153	286,867	162,710	482,578	482,578	331,000
<b>Total Contractual Services</b>	<b>123,153</b>	<b>286,867</b>	<b>528,383</b>	<b>976,206</b>	<b>950,991</b>	<b>853,628</b>
412-403 Interfund Motor Fuel Tax	-	400,000	-	-	-	-
<b>Total Interfund Transfer</b>	<b>-</b>	<b>400,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
413-422 Improvement Other Than Buildings	-	-	262,031	1,852,288	1,852,288	820,004
<b>Total Capital Outlay</b>	<b>-</b>	<b>-</b>	<b>262,031</b>	<b>1,852,288</b>	<b>1,852,288</b>	<b>820,004</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 123,153</b>	<b>\$ 686,867</b>	<b>\$ 858,061</b>	<b>\$ 2,951,994</b>	<b>\$ 2,898,279</b>	<b>\$ 1,846,132</b>
<b>Net Change in Fund Balance</b>	<b>\$ (9,050)</b>	<b>\$ (346,118)</b>	<b>\$ (3,573)</b>	<b>\$ (444,116)</b>	<b>\$ (554,511)</b>	<b>\$ (12,332)</b>
Beginning Fund Balance	926,299	917,250	571,131	567,558	567,558	13,047
<b>Ending Fund Balance</b>	<b>\$ 917,250</b>	<b>\$ 571,131</b>	<b>\$ 567,558</b>	<b>\$ 123,442</b>	<b>\$ 13,047</b>	<b>\$ 715</b>

# SPECIAL SERVICE AREA #3 FUND

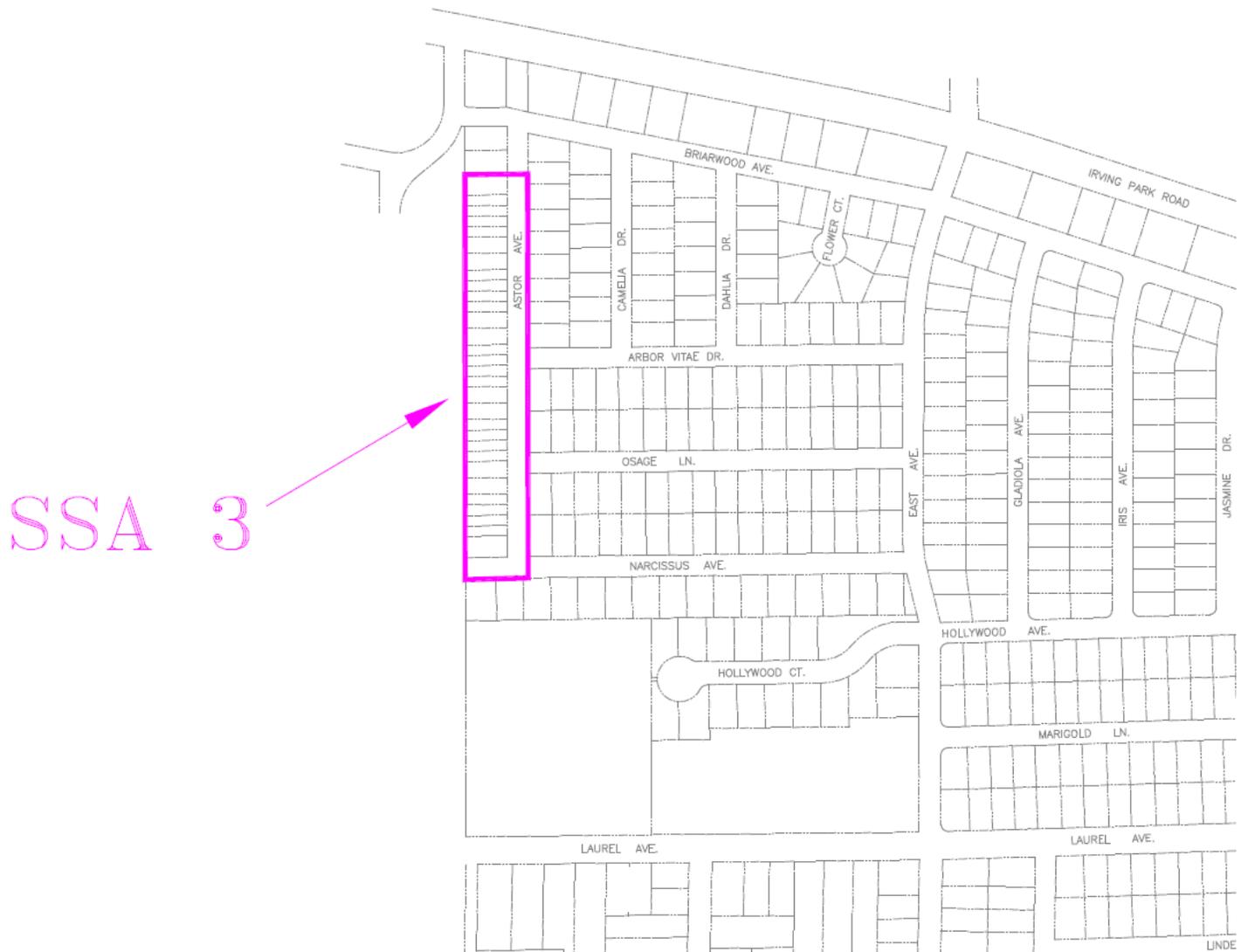
The Special Service Area #3 Fund – accounts for financing of public improvements, scavenger and snow removal services for multifamily housing units located on Astor Avenue. Funding source, an annual tax levy as corporate authorities determine to be appropriate and a direct annual tax not to exceed an annual rate of five percent (5.0%) of the assessed value, as equalized, of the property.



SSA #3	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	19,812	18,176	9,639	15,108	15,375	16,366	15,694	16,878	17,228	17,678
Expenditures	15,757	29,734	22,412	17,254	16,466	16,169	17,237	21,100	21,100	27,506
Difference	4,055	(11,558)	(12,773)	(2,146)	(1,091)	197	(1,543)	(4,222)	(3,872)	(9,828)

The Special Service Area #3 (**Astor Avenue**) will benefit specifically from the municipal services to be provided including garbage and refusal disposal, snow removal services and other miscellaneous maintenance and improvement in Special Service Area #3. FY2020 revenues are budgeted at \$17,678 while total expenditures are \$27,506, which accounts for garbage and snow removal services and replacement of light fixtures to LED. The Fund balance will be utilized to offset the \$9,828 deficit.

# SPECIAL SERVICE AREA #3 MAP (Astor Avenue)



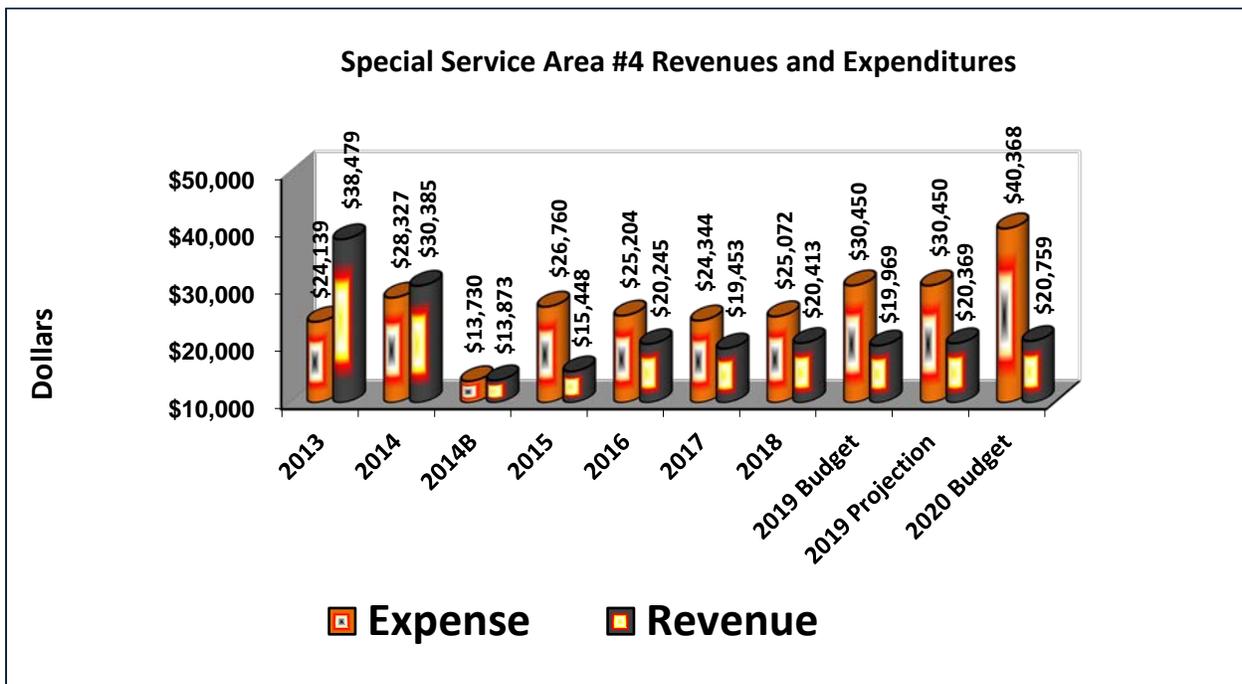
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 13 - Special Service Area #3 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-390 Taxes Special Service Areas # 3	\$ 15,284	\$ 16,129	\$ 15,188	\$ 16,678	\$ 16,678	\$ 17,178
Total Taxes	<u>15,284</u>	<u>16,129</u>	<u>15,188</u>	<u>16,678</u>	<u>16,678</u>	<u>17,178</u>
361-300 Interest On Investments	91	237	507	200	550	500
Total Investment Income	<u>91</u>	<u>237</u>	<u>507</u>	<u>200</u>	<u>550</u>	<u>500</u>
Total Revenues and Other Financing Sources	<u>\$ 15,375</u>	<u>\$ 16,366</u>	<u>\$ 15,694</u>	<u>\$ 16,878</u>	<u>\$ 17,228</u>	<u>\$ 17,678</u>
<b>Expenditures and Other Financing Uses</b>						
403-451 Equipment Rentals	\$ 16,466	\$ 16,169	\$ 17,237	\$ 21,100	\$ 21,100	\$ 20,506
Total Contractual Services	<u>16,466</u>	<u>16,169</u>	<u>17,237</u>	<u>21,100</u>	<u>21,100</u>	<u>20,506</u>
413-422 Improvement Other Than Buildings	-	-	-	-	-	7,000
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 16,466</u>	<u>\$ 16,169</u>	<u>\$ 17,237</u>	<u>\$ 21,100</u>	<u>\$ 21,100</u>	<u>\$ 27,506</u>
Net Change in Fund Balance	<u>\$ (1,091)</u>	<u>\$ 197</u>	<u>\$ (1,542)</u>	<u>\$ (4,222)</u>	<u>\$ (3,872)</u>	<u>\$ (9,828)</u>
Beginning Fund Balance	<u>42,033</u>	<u>40,942</u>	<u>41,139</u>	<u>39,597</u>	<u>39,597</u>	<u>35,725</u>
Ending Fund Balance	<u>\$ 40,942</u>	<u>\$ 41,139</u>	<u>\$ 39,597</u>	<u>\$ 35,375</u>	<u>\$ 35,725</u>	<u>\$ 25,897</u>

# SPECIAL SERVICE AREA #4 FUND

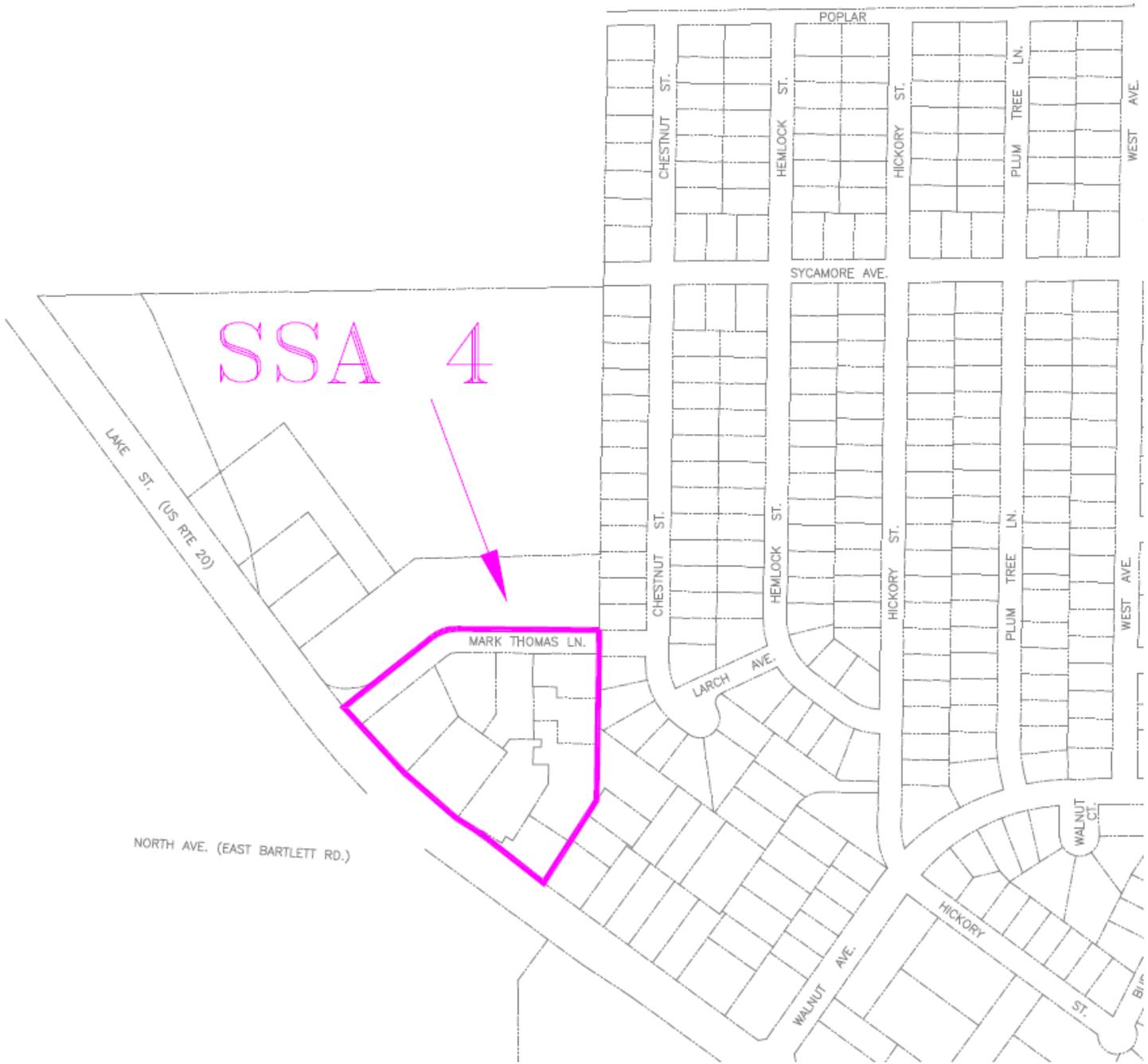
The Special Service Area #4 Fund – accounts for financing of public improvements, scavenger and snow removal services for multifamily housing units located on Mark Thomas and Leslie Lanes. Funding source, an annual tax levy as corporate authorities determine to be appropriate and a direct annual tax not to exceed an annual rate of four percent (4.0%) of the assessed value, as equalized, of the property.



SSA #4	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	38,479	30,385	13,873	15,448	20,245	19,453	20,413	19,969	20,369	20,759
Expenditures	24,139	28,327	13,730	26,760	25,204	24,344	25,072	30,450	30,450	40,368
Difference	14,340	2,058	143	(11,312)	(4,959)	(4,891)	(4,659)	(10,481)	(10,081)	(19,609)

The Special Service Area #4 (**Mark Thomas and Leslie Lane**) will benefit specifically from the municipal services to be provided including garbage and refusal disposal, snow removal services and miscellaneous maintenance and improvements in the Special Service Area #4. FY2020 revenues budgeted at \$20,759, while total expenditures are \$40,368, which accounts for garbage and snow removal services and replacement of light fixtures to LED. The Fund balance will be utilized to offset the \$19,609 deficit.

# SPECIAL SERVICE AREA #4 MAP (Mark Thomas and Leslie Lane)



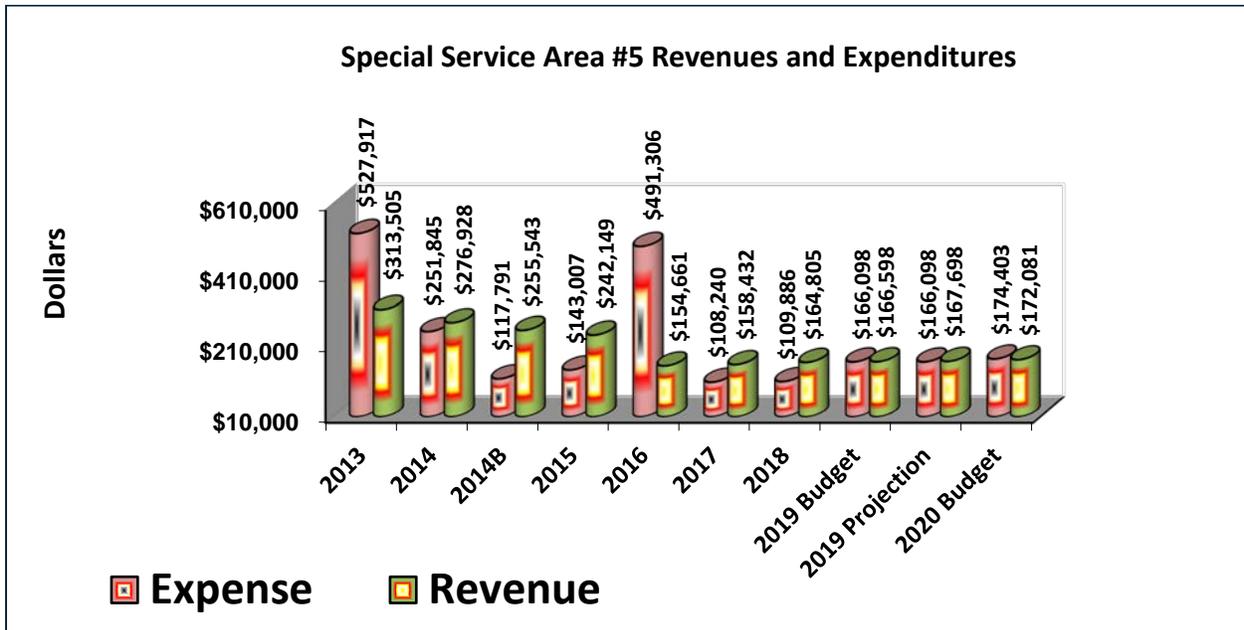
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 14 - Special Service Area #4 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-390 Taxes Special Service Areas # 4	\$ 20,108	\$ 19,110	\$ 19,686	\$ 19,669	\$ 19,669	\$ 20,259
Total Taxes	<u>20,108</u>	<u>19,110</u>	<u>19,686</u>	<u>19,669</u>	<u>19,669</u>	<u>20,259</u>
361-300 Interest On Investments	137	343	727	300	700	500
Total Investment Income	<u>137</u>	<u>343</u>	<u>727</u>	<u>300</u>	<u>700</u>	<u>500</u>
Total Revenues and Other Financing Sources	<u>\$ 20,245</u>	<u>\$ 19,453</u>	<u>\$ 20,413</u>	<u>\$ 19,969</u>	<u>\$ 20,369</u>	<u>\$ 20,759</u>
<b>Expenditures and Other Financing Uses</b>						
403-412 Postage	\$ 144	\$ -	\$ 0	\$ 150	\$ 150	\$ 150
403-451 Equipment Rentals	25,060	24,344	25,071	30,300	30,300	31,218
Total Contractual Services	<u>25,204</u>	<u>24,344</u>	<u>25,072</u>	<u>30,450</u>	<u>30,450</u>	<u>31,368</u>
413-422 Improvement Other Than Buildings	-	-	-	-	-	9,000
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>9,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 25,204</u>	<u>\$ 24,344</u>	<u>\$ 25,072</u>	<u>\$ 30,450</u>	<u>\$ 30,450</u>	<u>\$ 40,368</u>
Net Change in Fund Balance	<u>\$ (4,959)</u>	<u>\$ (4,891)</u>	<u>\$ (4,659)</u>	<u>\$ (10,481)</u>	<u>\$ (10,081)</u>	<u>\$ (19,609)</u>
Beginning Fund Balance	<u>62,772</u>	<u>57,813</u>	<u>52,922</u>	<u>48,264</u>	<u>48,264</u>	<u>38,183</u>
Ending Fund Balance	<u>\$ 57,813</u>	<u>\$ 52,922</u>	<u>\$ 48,264</u>	<u>\$ 37,783</u>	<u>\$ 38,183</u>	<u>\$ 18,574</u>

# SPECIAL SERVICE AREA #5 FUND

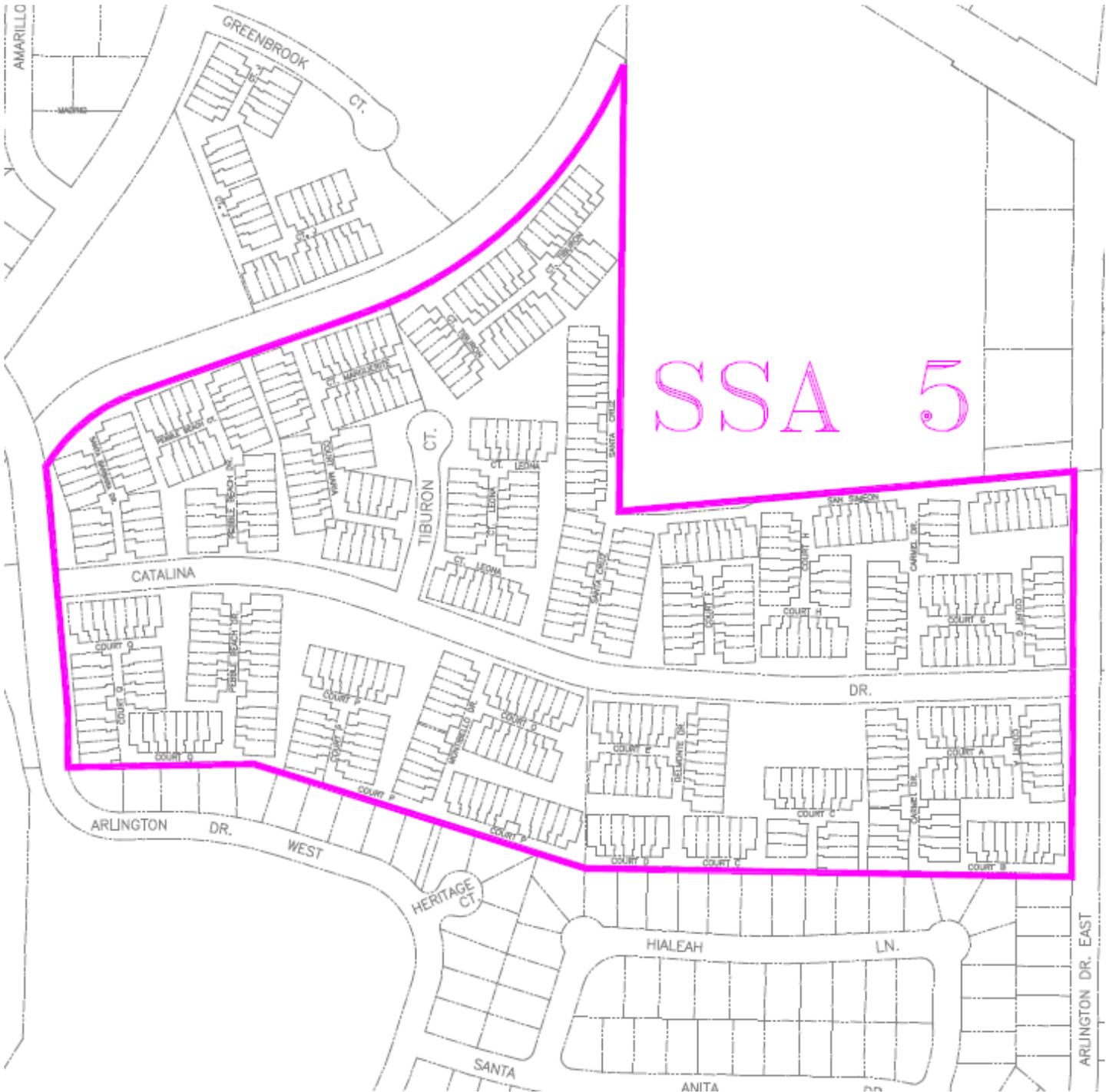
The Special Service Area #5 Fund – accounts for financing of public improvements, scavenger services for the Greenbrook / Tanglewood multifamily housing units. Funding source, an annual tax levy as corporate authorities determine to be appropriate and a direct annual tax not to exceed an annual rate of 1.70% of the assessed value, as equalized, of the property.



SSA #5	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	313,505	276,928	255,543	242,149	154,661	158,432	164,805	166,598	167,698	172,081
Expenditures	527,917	251,845	117,791	143,007	491,306	108,240	109,886	166,098	166,098	174,403
Difference	(214,412)	25,083	137,752	99,142	(336,645)	50,192	54,919	500	1,600	(2,322)

The Special Service Area #5 (**Greenbrook/Tanglewood**) will benefit specifically from the municipal services to be provided including scavenger service providing garbage, refuse and recyclable material collection and disposal, construction and maintenance of private streets and courts owned, and on the common area property of the Greenbrook Tanglewood Homeowners Association, including but not limited to sidewalk and lighting construction, maintenance and replacement. FY2020 revenues are budgeted at \$172,081 while total expenditures are \$174,403, which accounts for garbage services and miscellaneous maintenance and improvements. The Fund balance will be utilized to offset the \$2,322 deficit.

# SPECIAL SERVICE AREA #5 MAP (Greenbrook/Tanglewood)



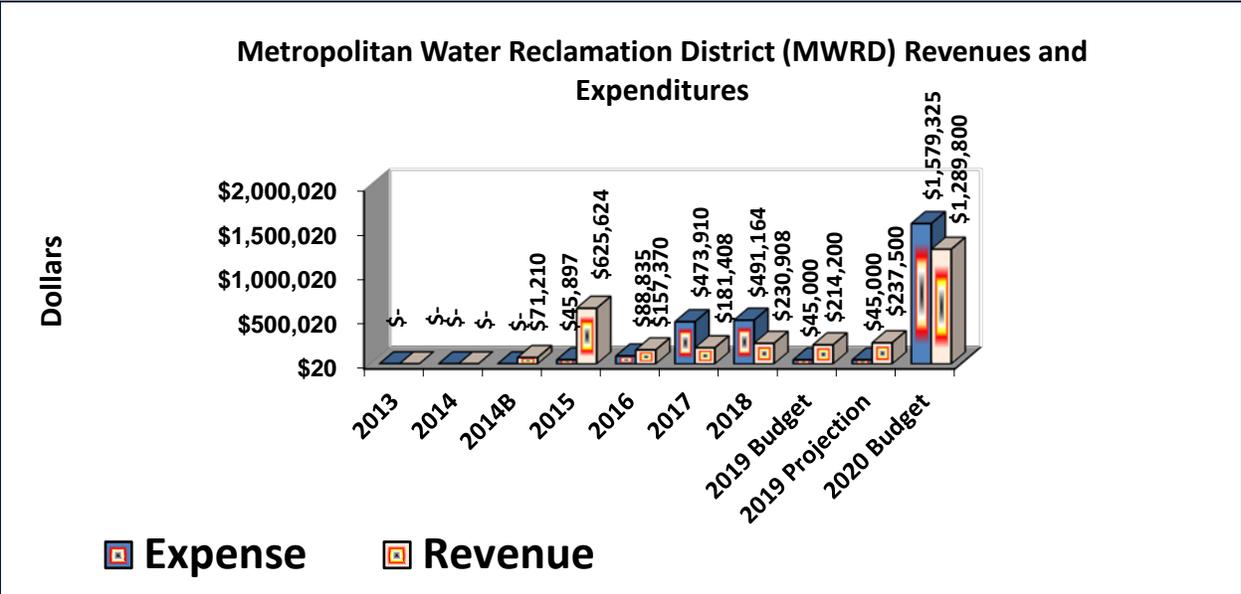
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 15 - Special Service Area #5**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-390 Taxes Special Service Areas # 5	\$ 153,815	\$ 158,049	\$ 163,044	\$ 166,098	\$ 166,098	\$ 171,081
Total Taxes	<u>153,815</u>	<u>158,049</u>	<u>163,044</u>	<u>166,098</u>	<u>166,098</u>	<u>171,081</u>
361-300 Interest On Investments	846	383	1,760	500	1,600	1,000
Total Investment Income	<u>846</u>	<u>383</u>	<u>1,760</u>	<u>500</u>	<u>1,600</u>	<u>1,000</u>
Total Revenues and Other Financing Sources	<u>\$ 154,661</u>	<u>\$ 158,432</u>	<u>\$ 164,805</u>	<u>\$ 166,598</u>	<u>\$ 167,698</u>	<u>\$ 172,081</u>
<b>Expenditures and Other Financing Uses</b>						
403-451 Equipment Rentals	\$ 104,350	\$ 108,240	\$ 109,886	\$ 166,098	\$ 166,098	\$ 174,403
403-462 Legal Services	3,376	-	-	-	-	-
Total Contractual Services	<u>107,726</u>	<u>108,240</u>	<u>109,886</u>	<u>166,098</u>	<u>166,098</u>	<u>174,403</u>
413-422 Improvement Other Than Buildings	383,580	-	-	-	-	-
Total Capital Outlay	<u>383,580</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 491,306</u>	<u>\$ 108,240</u>	<u>\$ 109,886</u>	<u>\$ 166,098</u>	<u>\$ 166,098</u>	<u>\$ 174,403</u>
Net Change in Fund Balance	<u>\$ (336,645)</u>	<u>\$ 50,193</u>	<u>\$ 54,918</u>	<u>\$ 500</u>	<u>\$ 1,600</u>	<u>\$ (2,322)</u>
Beginning Fund Balance	<u>384,964</u>	<u>48,319</u>	<u>98,512</u>	<u>153,430</u>	<u>153,430</u>	<u>155,030</u>
Ending Fund Balance	<u>\$ 48,319</u>	<u>\$ 98,512</u>	<u>\$ 153,430</u>	<u>\$ 153,930</u>	<u>\$ 155,030</u>	<u>\$ 152,708</u>

# MWRD FIELDS FUND

The Metropolitan Water Reclamation District (MWRD) Fields Fund. On December 20, 2012, effective January 1, 2013, the Village of Hanover Park entered a 39-year lease ending on December 31, 2052, with the Metropolitan Water Reclamation District of Greater Chicago (MWRD) for the Village of Hanover Park to control and maintain the property for public and recreation use. Funding source, revenues received by the Village from Video Gaming Terminals and shared revenue from the State of Illinois generated using video gaming within the corporate limits of the Village of Hanover Park. Effective May 1, 2018 video gaming terminal fee increase from \$500.00 to \$1,000.00 per terminal. On August 1, 2019 the Village board approved the increase of the number of video terminals (per businesses) allowed from five (5) to six (6) for \$1,500 (cost of the 6<sup>th</sup> video terminal).



MWRD	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	71,210	625,624	157,370	181,408	230,908	214,200	237,500	1,289,800
Expenditures	-	-	-	45,897	88,835	473,910	491,164	45,000	45,000	1,579,325
Difference	-	-	71,210	579,727	68,535	(292,502)	(260,256)	169,200	192,500	(289,525)

The Metropolitan Water Reclamation District (MWRD) Fields Fund is used for maintenance and improvement of the MWRD Fields. FY2020 revenues are budgeted at \$1,289,800 while total expenditures are \$1,579,325. The Fund balance will be utilized to offset the \$289,525 deficit. In FY2020, the funding for Phase 4 of sport complex improvements for \$1,042,000 will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). **Keep in mind the project will only move forward when the funds from DCEO are received by the Village.**

**PURPOSE STATEMENT**

The goal of the Metropolitan Water Reclamation District Fund is to provide a clean and safe recreational facility on the MWRD property.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To provide adequate roadways and parking areas, aesthetically pleasing landscaping, and safe recreational facilities.

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Utilize built-out components.  
*Completed. Second quarter. Work with community organization to utilize new facilities. Make use of the new pavilion area to promote Football and Baseball organizations as well as use the area to promote civic engagement. Pavilion has been successfully used for multiple events.*
- ✓ Improve landscaping around pavilion.  
*Completed. First quarter. Develop and install improved landscaping around the newly construction pavilion. Make area an attractive focal point for civic events. Landscaping has been installed.*

**2020 BUDGET GOALS**

**Strategic Plan Goal #4: Community Image & Identity**

1. Grant for Improvements.  
*Fourth quarter. Utilize grant money to improve facility.*

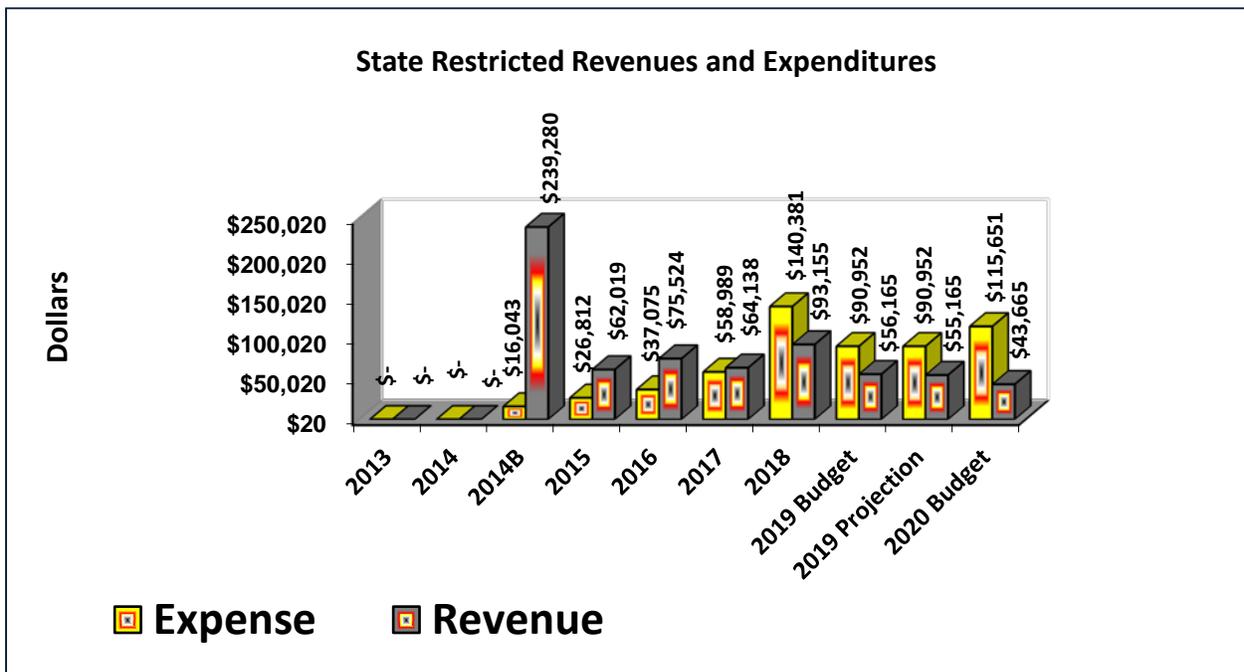
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 17 - Metropolitan Water Reclamation District Fields Fund**

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
314-306	Video Gaming Tax	\$ 140,601	\$ 158,205	\$ 181,852	\$ 178,200	\$ 188,000	\$ 190,800
	Total Taxes	<u>140,601</u>	<u>158,205</u>	<u>181,852</u>	<u>178,200</u>	<u>188,000</u>	<u>190,800</u>
322-304	Video Gaming Terminal Permits	15,000	18,000	40,500	35,000	44,000	52,000
	Total Permits & Fees	<u>15,000</u>	<u>18,000</u>	<u>40,500</u>	<u>35,000</u>	<u>44,000</u>	<u>52,000</u>
332-303	Other Government Grants	-	-	-	-	-	1,042,000
	Total: Intergovernmental Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,042,000</u>
361-300	Interest On Investments	1,769	5,203	8,556	1,000	5,500	5,000
	Total Investment Income	<u>1,769</u>	<u>5,203</u>	<u>8,556</u>	<u>1,000</u>	<u>5,500</u>	<u>5,000</u>
	<b>Total Revenues and Other Financing Sources</b>	<u>\$ 157,370</u>	<u>\$ 181,408</u>	<u>\$ 230,908</u>	<u>\$ 214,200</u>	<u>\$ 237,500</u>	<u>\$ 1,289,800</u>
<b>Expenditures and Other Financing Uses</b>							
403-436	Maintenance Agreements	\$ 23,751	\$ 12,849	\$ 27,595	\$ 35,000	\$ 35,000	\$ 41,300
403-438	Maintenance - Forestry	-	-	-	-	-	5,000
403-464	Engineering Services	1,358	617	52,348	-	-	-
	Total Contractual Services	<u>25,108</u>	<u>13,466</u>	<u>79,944</u>	<u>35,000</u>	<u>35,000</u>	<u>46,300</u>
413-422	Improvement Other Than Buildings	63,727	460,444	411,220	10,000	10,000	1,533,025
	Total Capital Outlay	<u>63,727</u>	<u>460,444</u>	<u>411,220</u>	<u>10,000</u>	<u>10,000</u>	<u>1,533,025</u>
	<b>Total Expenditures and Other Financing Uses</b>	<u>\$ 88,835</u>	<u>\$ 473,910</u>	<u>\$ 491,164</u>	<u>\$ 45,000</u>	<u>\$ 45,000</u>	<u>\$ 1,579,325</u>
	<b>Net Change in Fund Balance</b>	<u>\$ 68,535</u>	<u>\$ (292,502)</u>	<u>\$ (260,256)</u>	<u>\$ 169,200</u>	<u>\$ 192,500</u>	<u>\$ (289,525)</u>
	Beginning Fund Balance	<u>650,937</u>	<u>719,473</u>	<u>426,970</u>	<u>166,714</u>	<u>166,714</u>	<u>359,214</u>
	Ending Fund Balance	<u>\$ 719,473</u>	<u>\$ 426,970</u>	<u>\$ 166,714</u>	<u>\$ 335,914</u>	<u>\$ 359,214</u>	<u>\$ 69,689</u>

# STATE RESTRICTED FUND

The State Restricted Fund - account for the revenues and expenditures of proceeds from asset seizures. It is the result of a sharing agreement the police department has with the State of Illinois. These funds are generated through joint investigations with the state that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items.



State Restricted	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	239,280	62,019	75,524	64,138	93,155	56,165	55,165	43,665
Expenditures	-	-	16,043	26,812	37,075	58,989	140,381	90,952	90,952	115,651
Difference	-	-	223,237	35,207	38,449	5,149	(47,226)	(34,787)	(35,787)	(71,986)

FY2020 revenues budgeted are \$43,665, while total expenditures are \$115,651 for law enforcement necessities such as: ammunition, taser supplies, gun cleaning supplies, cellebrite annual subscription (police use to get data from phones), drug detection device, armored vehicle maintenance and equipment and cannabis impairment test device. The Fund balance will be utilized to offset the \$71,986 deficit.

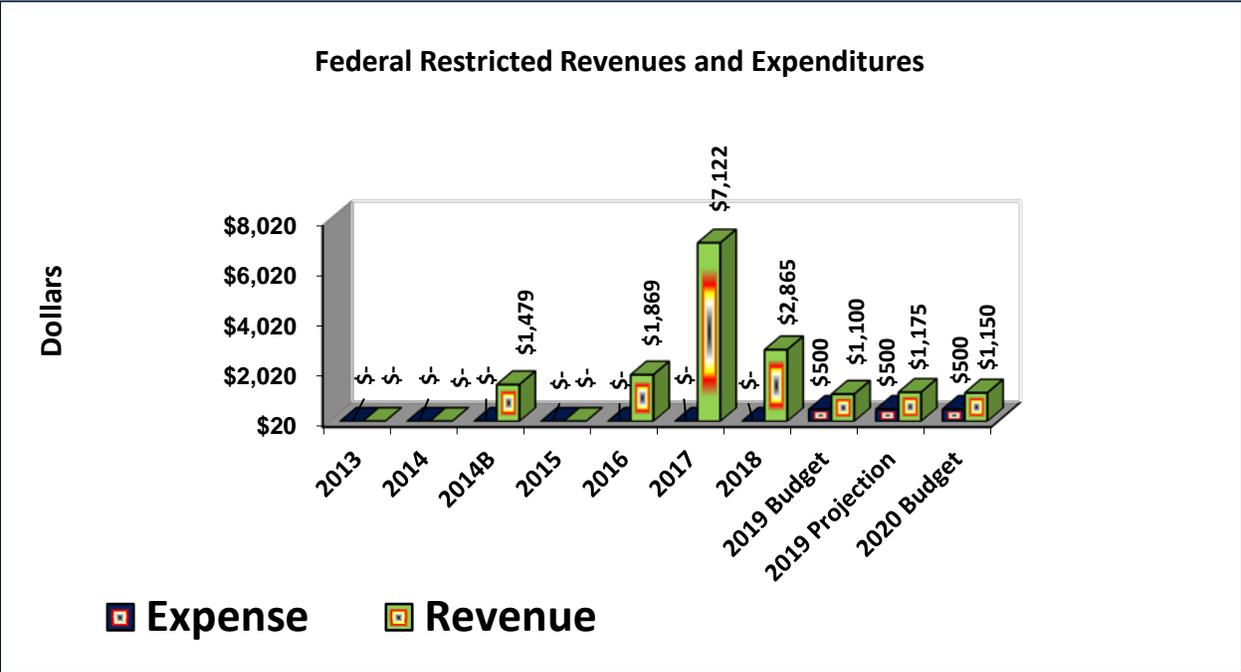
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 18 - State Restricted Fund**

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
351-306	DUI Fines	\$ 32,184	\$ 22,850	\$ 16,607	\$ 20,000	\$ 16,000	\$ 20,000
351-308	Traffic Court Supervision	15,215	18,780	20,741	15,000	15,000	-
351-311	Violent Offender Reg. Fees	50	40	20	-	-	-
	<b>Total Fines &amp; Fees</b>	<b>47,449</b>	<b>41,670</b>	<b>37,369</b>	<b>35,000</b>	<b>31,000</b>	<b>20,000</b>
361-300	Interest On Investments	341	1,652	4,497	500	3,500	3,000
	<b>Total Investment Income</b>	<b>341</b>	<b>1,652</b>	<b>4,497</b>	<b>500</b>	<b>3,500</b>	<b>3,000</b>
367-300	Drug Forfeiture	26,978	20,283	50,694	20,000	20,000	20,000
367-301	Sex Offender Fees	755	533	595	665	665	665
	<b>Total Intergovernmental Revenue</b>	<b>27,733</b>	<b>20,816</b>	<b>51,289</b>	<b>20,665</b>	<b>20,665</b>	<b>20,665</b>
	<b>Total Revenues and Other Financing Sources</b>	<b>\$ 75,524</b>	<b>\$ 64,138</b>	<b>\$ 93,155</b>	<b>\$ 56,165</b>	<b>\$ 55,165</b>	<b>\$ 43,665</b>
<b>Expenditures and Other Financing Uses</b>							
403-486	Court Supervision Expense	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 40,000
403-492	Drug Forfeiture Expense	22,312	24,757	47,381	85,651	85,651	50,350
403-494	DUI Expense	14,763	34,232	93,000	5,301	5,301	25,301
	<b>Total Contractual Services</b>	<b>37,075</b>	<b>58,989</b>	<b>140,381</b>	<b>90,952</b>	<b>90,952</b>	<b>115,651</b>
	<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 37,075</b>	<b>\$ 58,989</b>	<b>\$ 140,381</b>	<b>\$ 90,952</b>	<b>\$ 90,952</b>	<b>\$ 115,651</b>
	<b>Net Change in Fund Balance</b>	<b>\$ 38,448</b>	<b>\$ 5,148</b>	<b>\$ (47,225)</b>	<b>\$ (34,787)</b>	<b>\$ (35,787)</b>	<b>\$ (71,986)</b>
	<b>Beginning Fund Balance</b>	<b>258,444</b>	<b>296,893</b>	<b>302,041</b>	<b>254,815</b>	<b>254,815</b>	<b>219,028</b>
	<b>Ending Fund Balance</b>	<b>\$ 296,893</b>	<b>\$ 302,041</b>	<b>\$ 254,815</b>	<b>\$ 220,028</b>	<b>\$ 219,028</b>	<b>\$ 147,042</b>

# FEDERAL RESTRICTED FUND

The Federal Restricted Fund - accounts for the revenues and expenditures of proceeds from asset seizures. It is the result of the equitable sharing agreement the police department has with the Department of Justice. These funds are generated through joint investigations with the federal government that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items.



Federal Restricted	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	1,479	-	1,869	7,122	2,865	1,100	1,175	1,150
Expenditures	-	-	-	-	-	-	-	500	500	500
Difference	-	-	1,479	-	1,869	7,122	2,865	600	675	650

FY2020 revenues budgeted are \$1,150 while total expenditures are \$500 for law enforcement necessities such as: physical fitness equipment.

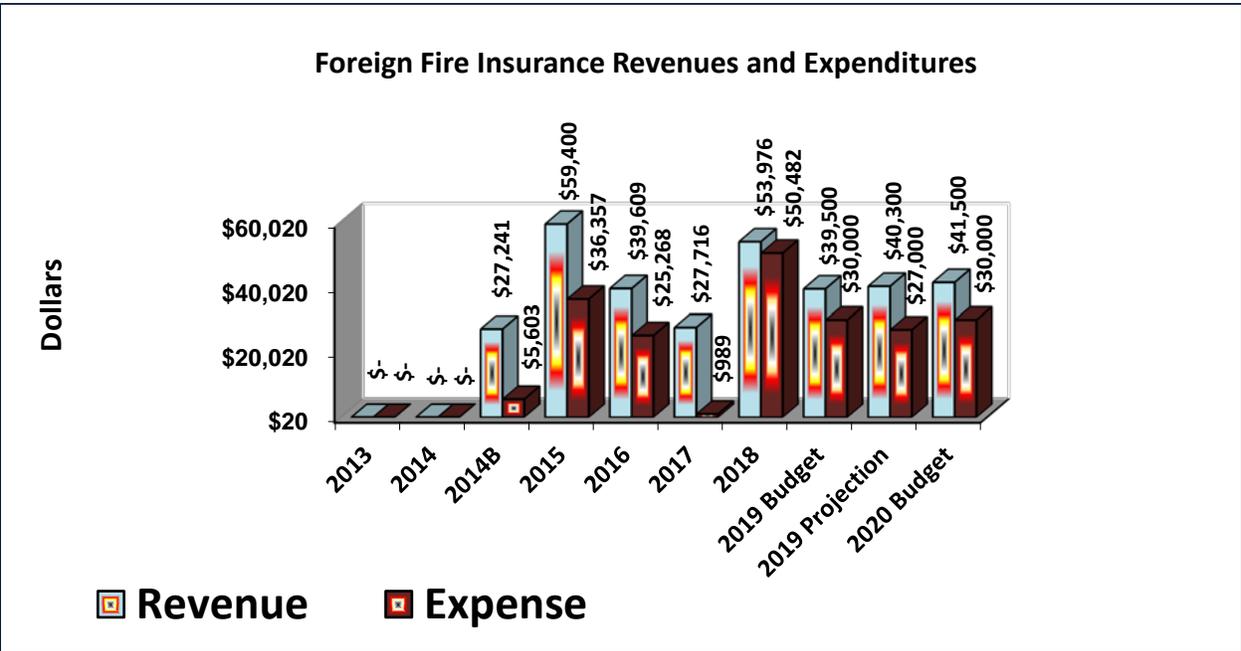
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 19 - Federal Restricted Fund**

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
361-300	Interest On Investments	\$ -	\$ 51	\$ 175	\$ 100	\$ 175	\$ 150
	Total Investment Income	<u>-</u>	<u>51</u>	<u>175</u>	<u>100</u>	<u>175</u>	<u>150</u>
367-300	Drug Forfeiture - Federal	1,869	7,072	2,690	1,000	1,000	1,000
	Total Intergovernmental Revenue	<u>1,869</u>	<u>7,072</u>	<u>2,690</u>	<u>1,000</u>	<u>1,000</u>	<u>1,000</u>
	Total Revenues and Other Financing Sources	<u>\$ 1,869</u>	<u>\$ 7,122</u>	<u>\$ 2,865</u>	<u>\$ 1,100</u>	<u>\$ 1,175</u>	<u>\$ 1,150</u>
<b>Expenditures and Other Financing Uses</b>							
403-492	Drug Forfeiture Expense	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
	Total Contractual Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>500</u>	<u>500</u>	<u>500</u>
	Total Expenditures and Other Financing Uses	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 500</u>	<u>\$ 500</u>	<u>\$ 500</u>
	Net Change in Fund Balance	<u>\$ 1,869</u>	<u>\$ 7,122</u>	<u>\$ 2,865</u>	<u>\$ 600</u>	<u>\$ 675</u>	<u>\$ 650</u>
	Beginning Fund Balance	<u>1,479</u>	<u>3,348</u>	<u>10,470</u>	<u>13,335</u>	<u>13,335</u>	<u>14,010</u>
	Ending Fund Balance	<u>\$ 3,348</u>	<u>\$ 10,470</u>	<u>\$ 13,335</u>	<u>\$ 13,935</u>	<u>\$ 14,010</u>	<u>\$ 14,660</u>

# FOREIGN FIRE INSURANCE FUND

The Foreign Fire Insurance Fund – this fund was created to account for the funds provided by the State of Illinois for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board, which is comprised of Fire Department members, per state statute. Pursuant to state law, the Foreign Fire Insurance Fund receives its monies from a state tax imposed on fire insurance policies written by insurance companies located outside of the state of Illinois. These funds are intended to provide for the needs of the department as the department sees fit to compensate for what is not provided for by the municipality.



Foreign Fire Insurance	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	27,241	59,400	39,609	27,716	53,976	39,500	40,300	41,500
Expenditures	-	-	5,603	36,357	25,268	989	50,482	30,000	27,000	30,000
Difference	-	-	21,638	23,043	14,341	26,727	3,494	9,500	13,300	11,500

FY2020 revenues are budgeted at \$41,500 while total expenditures are \$30,000 for fire department needs. The \$30,000 appropriation is just a placeholder in case emergency purchases are needed by the Foreign Fire Board for the fire department needs.

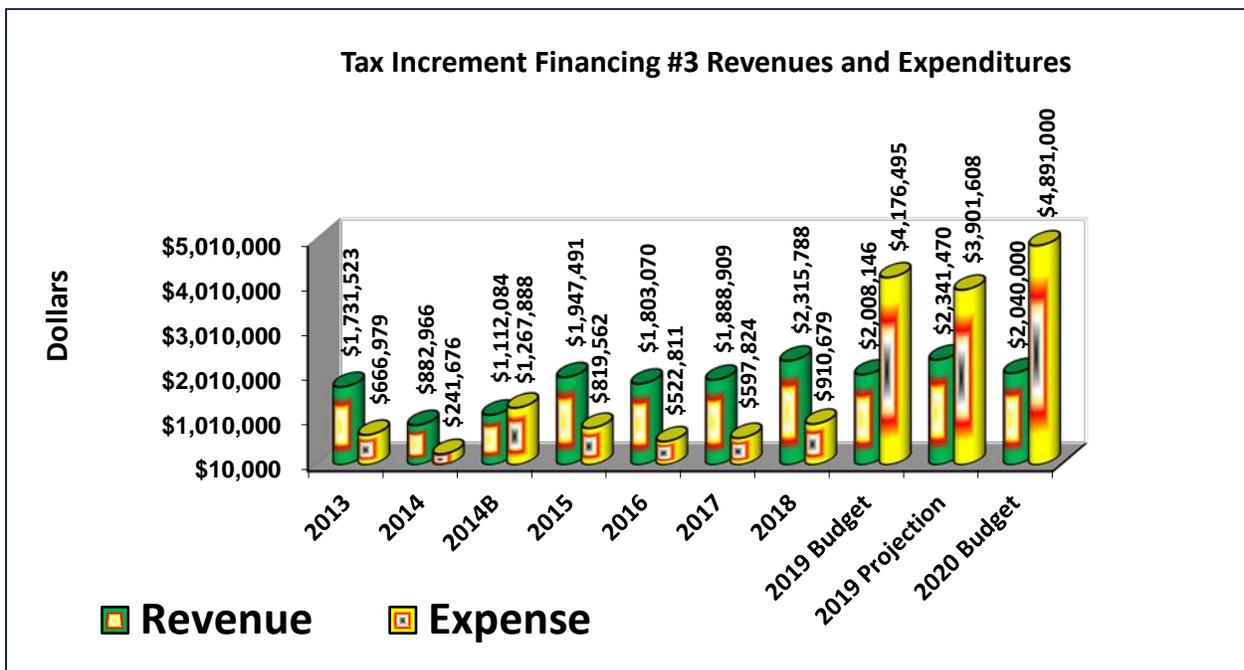
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 20 - Foreign Fire Insurance Tax Fund**

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
314-305	Foreign Fire Insurance Tax	\$ 39,609	\$ 27,374	\$ 52,829	\$ 39,000	\$ 39,000	\$ 40,000
Total Other Taxes		<u>39,609</u>	<u>27,374</u>	<u>52,829</u>	<u>39,000</u>	<u>39,000</u>	<u>40,000</u>
361-300	Interest On Investments	0	342	1,147	500	1,300	1,500
Total Investment Income		<u>0</u>	<u>342</u>	<u>1,147</u>	<u>500</u>	<u>1,300</u>	<u>1,500</u>
Total Revenues and Other Financing Sources		<u>\$ 39,609</u>	<u>\$ 27,716</u>	<u>\$ 53,976</u>	<u>\$ 39,500</u>	<u>\$ 40,300</u>	<u>\$ 41,500</u>
<b>Expenditures and Other Financing Uses</b>							
402-427	Materials & Supplies	\$ 4,090	\$ -	\$ -	\$ 2,000	\$ 1,000	\$ 2,000
402-433	Safety & Protective Equipment	11,494	-	43,368	23,000	23,000	23,000
402-434	Small Tools	-	903	-	2,000	1,000	2,000
402-499	Miscellaneous Expense	9,684	87	7,114	3,000	2,000	3,000
Total Commodities		<u>25,268</u>	<u>989</u>	<u>50,482</u>	<u>30,000</u>	<u>27,000</u>	<u>30,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 25,268</u>	<u>\$ 989</u>	<u>\$ 50,482</u>	<u>\$ 30,000</u>	<u>\$ 27,000</u>	<u>\$ 30,000</u>
Net Change in Fund Balance		<u>\$ 14,342</u>	<u>\$ 26,727</u>	<u>\$ 3,494</u>	<u>\$ 9,500</u>	<u>\$ 13,300</u>	<u>\$ 11,500</u>
Beginning Fund Balance		<u>44,681</u>	<u>59,022</u>	<u>85,749</u>	<u>89,243</u>	<u>89,243</u>	<u>102,543</u>
Ending Fund Balance		<u>\$ 59,022</u>	<u>\$ 85,749</u>	<u>\$ 89,243</u>	<u>\$ 98,743</u>	<u>\$ 102,543</u>	<u>\$ 114,043</u>

# TAX INCREMENT FINANCE #3 FUND

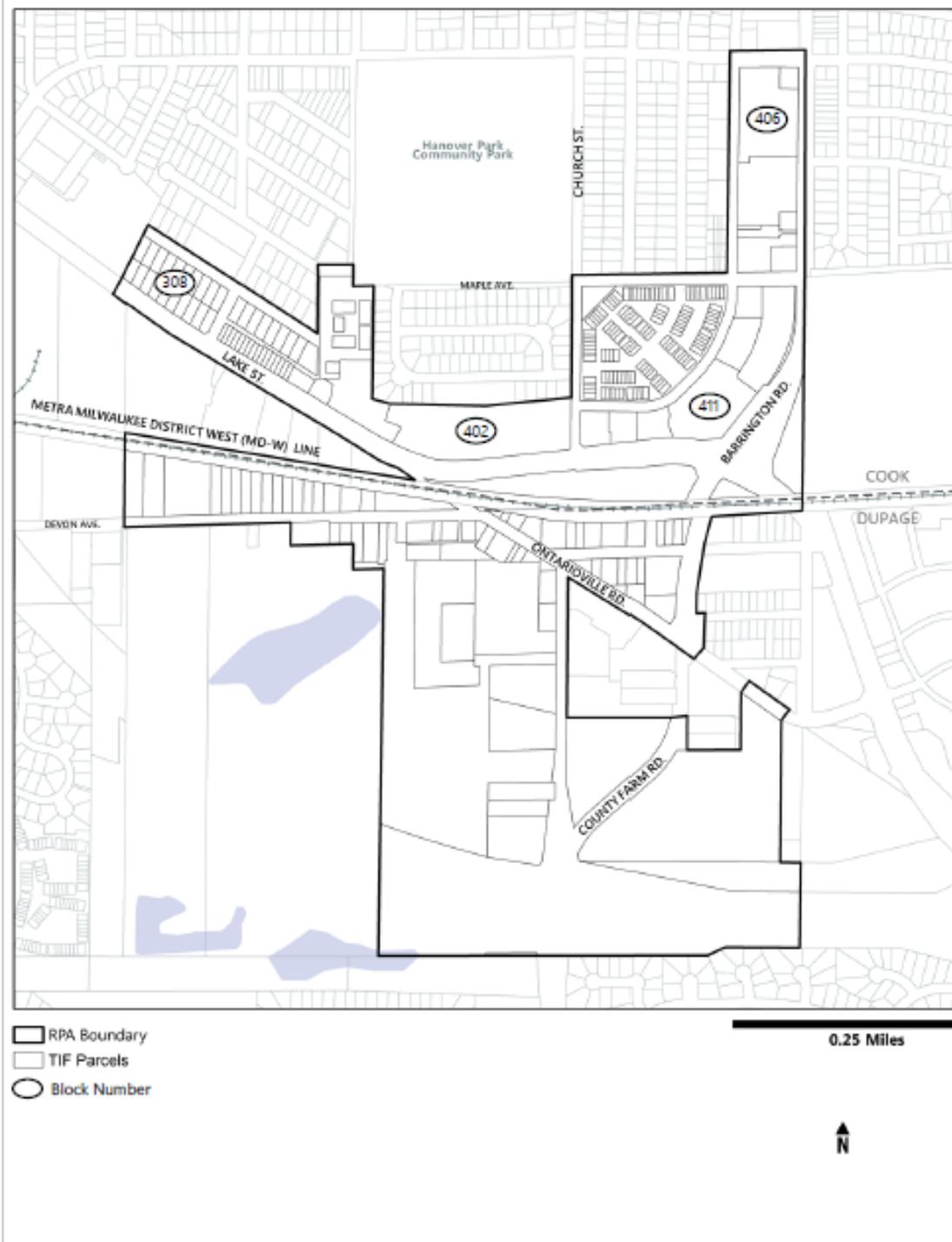
Tax Increment Finance Area #3 Fund – adopted in May 03, 2001 (O-01-18) for the improvements in the Village Center Redevelopment District located at Barrington Road and Lake Street. This Tax Increment Finance Area #3 originally was set to expire in 2024. On September 5, 2019 the board approved the extension of TIF# 3 by twelve (12) years beyond its original termination date of 2024. Now, TIF #3 will expire in 2036. Initial financing has been provided by a transfer from the General Fund. Revenues are generated from incremental property taxes resulting from the growth of the assessed valuation within the Tax Increment Financing District #3.



TIF #3	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
<b>Revenues</b>	1,731,523	882,966	1,112,084	1,947,491	1,803,070	1,888,909	2,315,788	2,008,146	2,341,470	2,040,000
<b>Expenditures</b>	666,979	241,676	1,267,888	819,562	522,811	597,824	910,679	4,176,495	3,901,608	4,891,000
<b>Difference</b>	1,064,544	641,290	(155,804)	1,127,929	1,280,259	1,291,085	1,405,109	(2,168,349)	(1,560,138)	(2,851,000)

FY2020 revenues are budgeted at \$2,040,000 while total expenditures are \$4,891,000. A Significant portion of this amount budgeted is for the redevelopment of Village Center streetscaping, plaza, and park construction. Expenses in FY2019 include the burial of the overhead power lines which is part of this project and will be completed at the end of FY2019. The Fund balance will be utilized to offset the \$2,851,000 deficit in FY2020.

# TAX INCREMENT FINANCING #3 MAP



Source: Cook County, DuPage County, Esri, SB Friedman

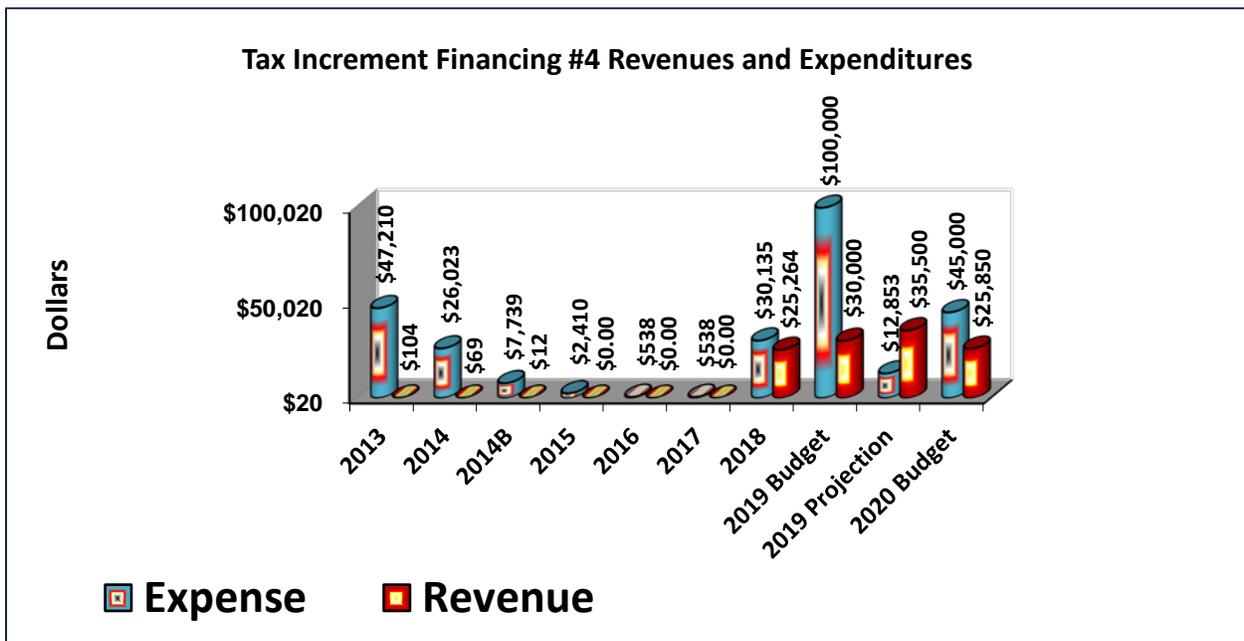
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 33 - Tax Increment Finance District # 3 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-300 Taxes TIF # 3 DuPage	\$ 253,136	\$ 250,596	\$ 259,412	\$ 250,000	\$ 250,000	\$ 250,000
311-301 Taxes TIF # 3 Cook	1,537,695	1,598,991	1,588,489	1,718,146	2,000,000	1,750,000
<b>Total Taxes</b>	<b>1,790,831</b>	<b>1,849,587</b>	<b>1,847,902</b>	<b>1,968,146</b>	<b>2,250,000</b>	<b>2,000,000</b>
332-302 Federal Grants	-	-	66,582	-	-	-
<b>Total Intergovernmental Revenue</b>	<b>-</b>	<b>-</b>	<b>66,582</b>	<b>-</b>	<b>-</b>	<b>-</b>
361-300 Interest On Investments	12,238	39,322	114,727	40,000	80,000	40,000
<b>Total Investment Income</b>	<b>12,238</b>	<b>39,322</b>	<b>114,727</b>	<b>40,000</b>	<b>80,000</b>	<b>40,000</b>
380-309 Reimbursed Exp. Miscellaneous	-	-	127,033	-	11,470	-
389-303 Miscellaneous Income	-	-	9,544	-	-	-
<b>Total Miscellaneous</b>	<b>-</b>	<b>-</b>	<b>136,577</b>	<b>-</b>	<b>11,470</b>	<b>-</b>
392-301 Sales of Capital Assets	-	-	150,000	-	-	-
<b>Total Other</b>	<b>-</b>	<b>-</b>	<b>150,000</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 1,803,070</b>	<b>\$ 1,888,909</b>	<b>\$ 2,315,788</b>	<b>\$ 2,008,146</b>	<b>\$ 2,341,470</b>	<b>\$ 2,040,000</b>
<b>Expenditures and Other Financing Uses</b>						
401-412 Salaries - Part Time	\$ -	\$ 12,859	\$ 12,378	\$ -	\$ -	\$ -
401-421 Overtime Compensation	-	77	-	-	-	-
401-442 Social Security	-	873	947	-	-	-
<b>Total Personnel Services</b>	<b>-</b>	<b>13,809</b>	<b>13,325</b>	<b>-</b>	<b>-</b>	<b>-</b>
403-412 Postage	17	-	-	-	2,000	1,000
403-416 Property Taxes	-	-	3,115	-	12,608	-
403-461 Consulting Services	28,090	31,859	143,093	230,000	237,000	370,000
403-462 Legal Services	139,189	218,033	156,045	200,000	50,000	150,000
403-464 Engineering Services	-	14,247	81,794	500,000	200,000	320,000
403-479 Redevelopment Agreements	351,310	40,357	33,280	50,000	-	-
403-499 Miscellaneous Expenses	100	2,418	2,259	-	-	-
<b>Total Contractual Services</b>	<b>518,706</b>	<b>306,915</b>	<b>419,587</b>	<b>980,000</b>	<b>501,608</b>	<b>841,000</b>
413-411 Land	-	-	120,000	250,000	-	-
413-421 Buildings	-	258,000	29,000	100,000	100,000	50,000
413-422 Improvement Other Than Buildings	4,105	19,100	328,767	2,846,495	3,300,000	4,000,000
<b>Total Capital Outlay</b>	<b>4,105</b>	<b>277,100</b>	<b>477,767</b>	<b>3,196,495</b>	<b>3,400,000</b>	<b>4,050,000</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 522,811</b>	<b>\$ 597,824</b>	<b>\$ 910,679</b>	<b>\$ 4,176,495</b>	<b>\$ 3,901,608</b>	<b>\$ 4,891,000</b>
<b>Net Change in Fund Balance</b>	<b>\$ 1,280,259</b>	<b>\$ 1,291,085</b>	<b>\$ 1,405,109</b>	<b>\$ (2,168,349)</b>	<b>\$ (1,560,138)</b>	<b>\$ (2,851,000)</b>
<b>Beginning Fund Balance</b>	<b>3,154,531</b>	<b>4,434,790</b>	<b>5,725,875</b>	<b>7,130,985</b>	<b>7,130,985</b>	<b>5,570,847</b>
<b>Ending Fund Balance</b>	<b>\$ 4,434,790</b>	<b>\$ 5,725,875</b>	<b>\$ 7,130,985</b>	<b>\$ 4,962,636</b>	<b>\$ 5,570,847</b>	<b>\$ 2,719,847</b>

# TAX INCREMENT FINANCE #4 FUND

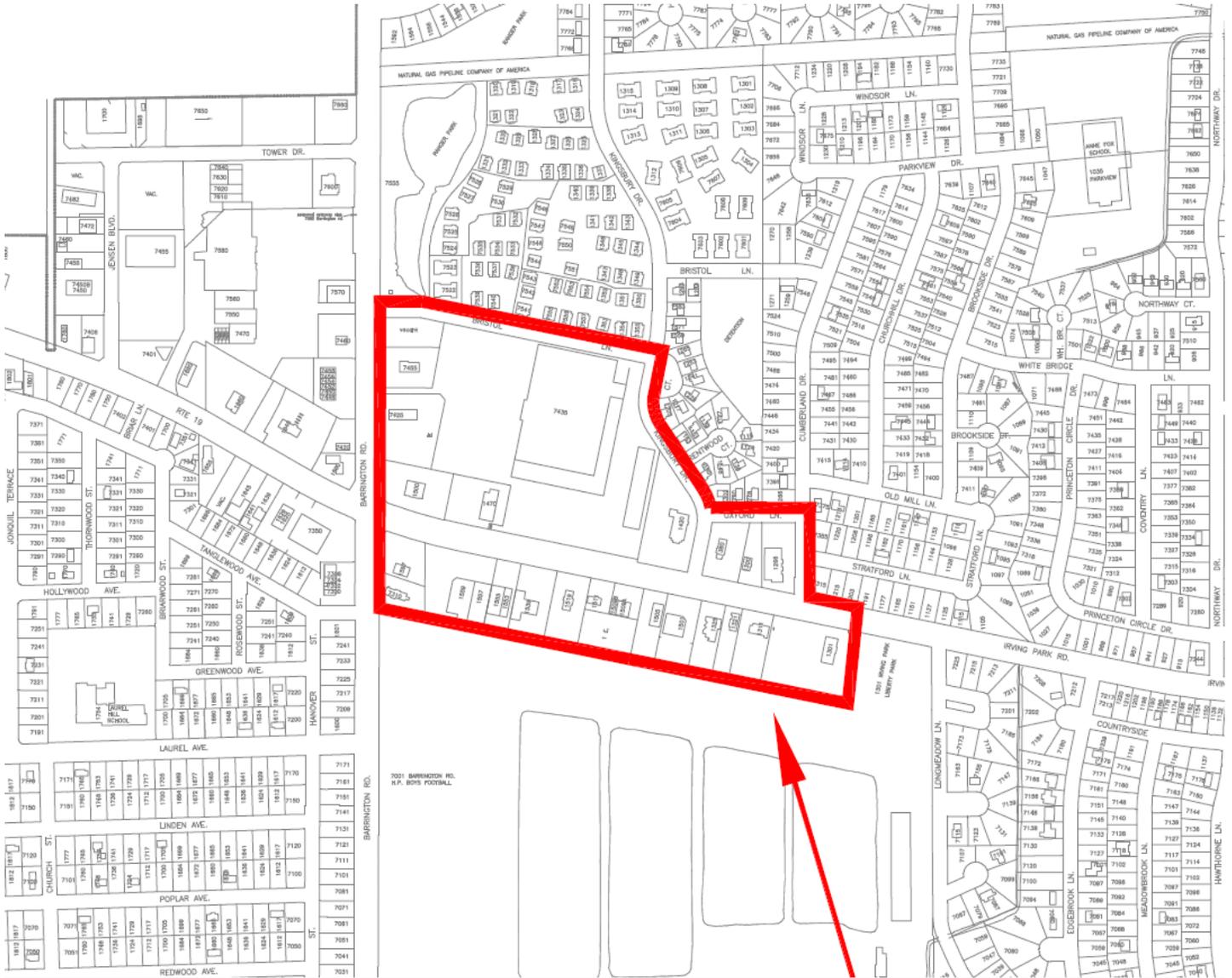
Tax Increment Finance Area #4 Fund – adopted in September 01, 2005 (O-05-46) for improvements in the TIF Redevelopment District #4 located at Barrington and Irving Park Road. This Tax Increment Finance Area #4 will expire in 2028. Initial financing has been provided by a transfer from the General Fund. Revenues are generated from incremental property taxes resulting from the growth of the assessed valuation within the Tax Increment Financing District #4.



TIF #4	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	104	69	12	-	-	-	25,264	30,000	35,500	25,850
Expenditures	47,210	26,023	7,739	2,410	538	538	30,135	100,000	12,853	45,000
Difference	(47,106)	(25,954)	(7,727)	(2,410)	(538)	(538)	(4,871)	(70,000)	22,647	(19,150)

FY2020 revenues are budgeted at \$25,850 while total expenditures are \$45,000, a placeholder for future redevelopment project in the TIF #4 area. The General Fund will provide financing in case future expenses occurred. Once TIF #4 starts receiving incremental revenue the fund will begin to repay the General Fund for the advances.

# TAX INCREMENT FINANCING #4 MAP



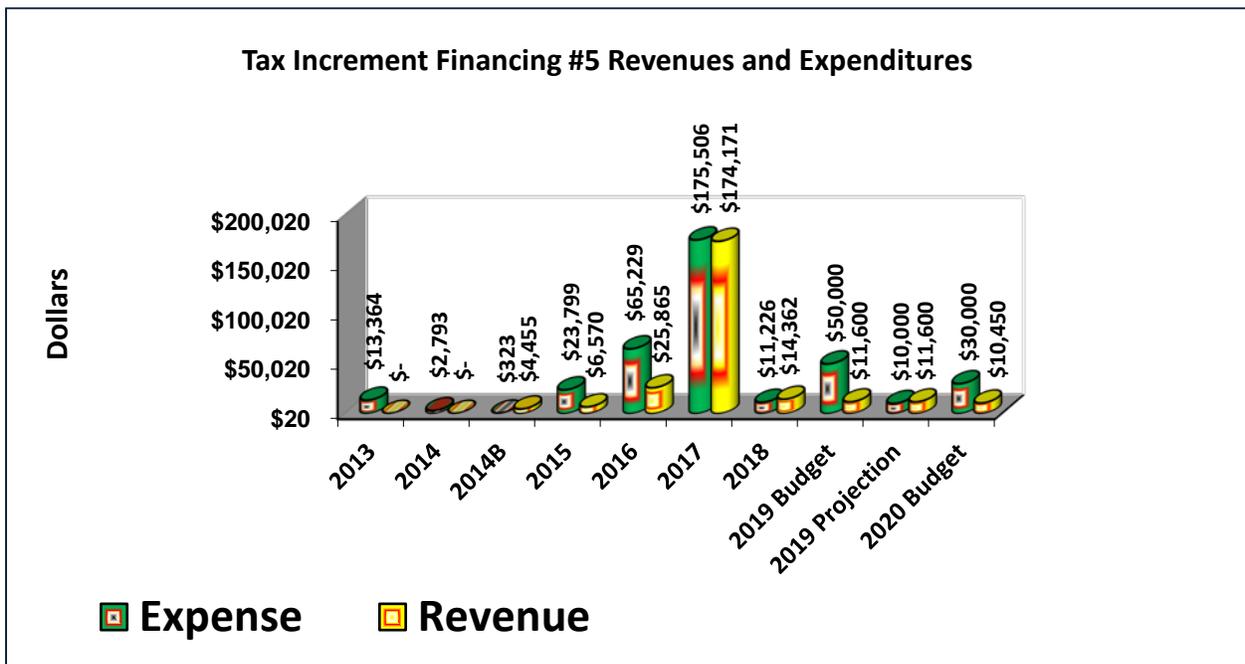
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 34 - Tax Increment Finance District # 4 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Taxes TIF# 4	\$ -	\$ -	\$ 25,108	\$ 30,000	\$ 35,000	\$ 25,700
Total Taxes	<u>-</u>	<u>-</u>	<u>25,108</u>	<u>30,000</u>	<u>35,000</u>	<u>25,700</u>
361-300 Interest On Investments	0	-	154	-	500	150
Total Investment Income	<u>0</u>	<u>-</u>	<u>154</u>	<u>-</u>	<u>500</u>	<u>150</u>
Total Revenues and Other Financing Sources	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ 25,262</u>	<u>\$ 30,000</u>	<u>\$ 35,500</u>	<u>\$ 25,850</u>
<b>Expenditures and Other Financing Uses</b>						
403-461 Consulting Services	\$ -	\$ -	\$ -	\$ 20,000	\$ -	\$ 10,000
403-462 Legal Services	538	538	6,601	10,000	-	10,000
403-479 Redevelopment Agreements	-	-	23,535	70,000	12,853	25,000
Total Contractual Services	<u>538</u>	<u>538</u>	<u>30,135</u>	<u>100,000</u>	<u>12,853</u>	<u>45,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 538</u>	<u>\$ 538</u>	<u>\$ 30,135</u>	<u>\$ 100,000</u>	<u>\$ 12,853</u>	<u>\$ 45,000</u>
Net Change in Fund Balance	<u>\$ (537)</u>	<u>\$ (538)</u>	<u>\$ (4,874)</u>	<u>\$ (70,000)</u>	<u>\$ 22,647</u>	<u>\$ (19,150)</u>
Beginning Fund Balance	<u>(24,673)</u>	<u>(25,211)</u>	<u>(25,748)</u>	<u>(30,622)</u>	<u>(30,622)</u>	<u>(7,975)</u>
Ending Fund Balance	<u>\$ (25,211)</u>	<u>\$ (25,748)</u>	<u>\$ (30,622)</u>	<u>\$ (100,622)</u>	<u>\$ (7,975)</u>	<u>\$ (27,125)</u>

# TAX INCREMENT FINANCE #5 FUND

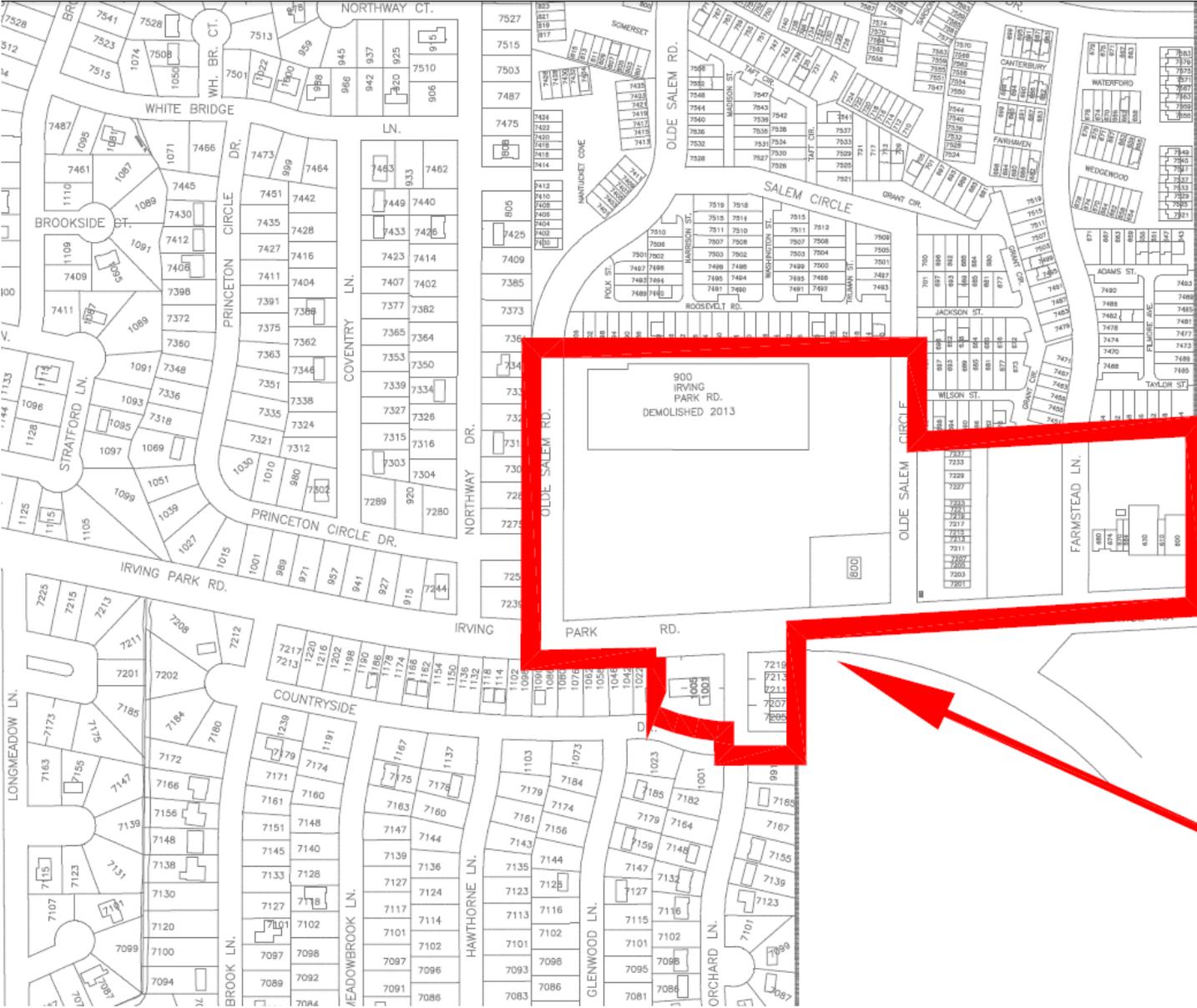
Tax Increment Finance Area #5 Fund – adopted in January 10, 2013 (O-13-05) for improvements in the TIF Redevelopment District #5 around the intersection of Irving Park and Wise Roads. This Tax Increment Finance Area #5 will expire in December 31, 2036. Initial financing has been provided by a transfer from the General Fund. Revenues are generated from incremental property taxes resulting from the growth of the assessed valuation within the Tax Increment Financing District #5.



TIF #5	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	4,455	6,570	25,865	174,171	14,362	11,600	11,600	10,450
Expenditures	13,364	2,793	323	23,799	65,229	175,506	11,226	50,000	10,000	30,000
Difference	(13,364)	(2,793)	4,132	(17,229)	(39,364)	(1,335)	3,136	(38,400)	1,600	(19,550)

FY2020 revenues are budgeted at \$10,450, while total expenditures are \$30,000, a placeholder for future redevelopment project in the TIF #5 area. The General Fund will provide financing in case future expenses occurred. Once TIF #5 starts receiving incremental revenue the fund will begin to repay the General Fund for the advances.

# TAX INCREMENT FINANCING #5 MAP



VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

Fund 35 - Tax Increment Finance District # 5 Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Taxes TIF # 5	\$ 4,860	\$ 15,046	\$ 11,616	\$ 11,500	\$ 11,500	\$ 10,350
Total Taxes	<u>4,860</u>	<u>15,046</u>	<u>11,616</u>	<u>11,500</u>	<u>11,500</u>	<u>10,350</u>
361-300 Interest On Investments	5	125	117	100	100	100
Total Investment Income	<u>5</u>	<u>125</u>	<u>117</u>	<u>100</u>	<u>100</u>	<u>100</u>
380-309 Reimbursed Expenditures Miscellaneous	21,000	159,000	2,629	-	-	-
Total Miscellaneous	<u>21,000</u>	<u>159,000</u>	<u>2,629</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 25,865</u>	<u>\$ 174,171</u>	<u>\$ 14,362</u>	<u>\$ 11,600</u>	<u>\$ 11,600</u>	<u>\$ 10,450</u>
<b>Expenditures and Other Financing Uses</b>						
403-461 Consulting Services	\$ 14,998	\$ 84,074	\$ 273	\$ 20,000	\$ -	\$ 10,000
403-462 Legal Services	50,231	90,632	10,953	20,000	10,000	10,000
403-464 Engineering Services	-	800	-	10,000	-	10,000
Total Contractual Services	<u>65,229</u>	<u>175,506</u>	<u>11,226</u>	<u>50,000</u>	<u>10,000</u>	<u>30,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 65,229</u>	<u>\$ 175,506</u>	<u>\$ 11,226</u>	<u>\$ 50,000</u>	<u>\$ 10,000</u>	<u>\$ 30,000</u>
Net Change in Fund Balance	<u>\$ (39,363)</u>	<u>\$ (1,335)</u>	<u>\$ 3,136</u>	<u>\$ (38,400)</u>	<u>\$ 1,600</u>	<u>\$ (19,550)</u>
Beginning Fund Balance	<u>(29,254)</u>	<u>(68,617)</u>	<u>(69,953)</u>	<u>(66,817)</u>	<u>(66,817)</u>	<u>(65,217)</u>
Ending Fund Balance	<u>\$ (68,617)</u>	<u>\$ (69,953)</u>	<u>\$ (66,817)</u>	<u>\$ (105,217)</u>	<u>\$ (65,217)</u>	<u>\$ (84,767)</u>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Schedule of Legal Debt Margin**  
**December 31, 2020**

The Village of Hanover Park is a home rule municipality.

Article VII, Section 6(k) of the Illinois Constitution governs computation of legal debt margin.

The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property ... (2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum ... shall not be included in the foregoing percentage amounts.

To date the General Assembly has set no limits for home rule municipalities.

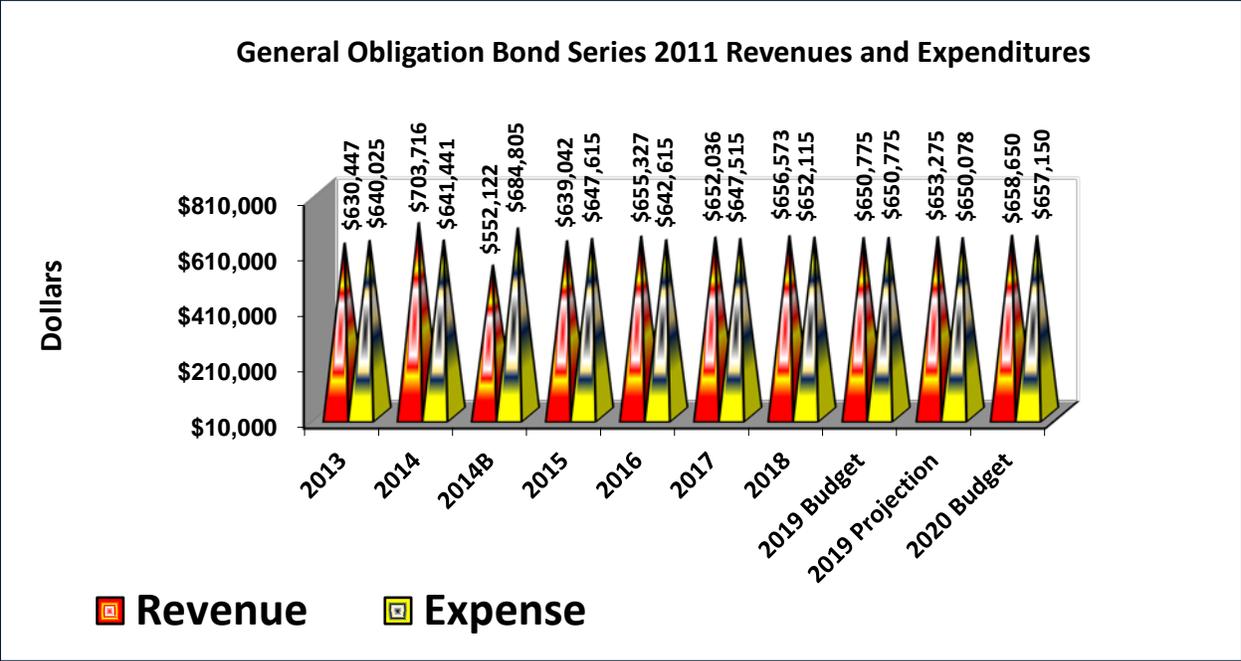
**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Long Term Debt Requirements**  
**General Obligation Bond Summary**  
**December 31, 2020**

Tax Levy Year	General Obligation Bond Series 2010	General Obligation Bond Series 2010A	General Obligation Bond Series 2011	Total
2019	761,628	457,238	655,650	1,874,515
2020	753,808	446,838	655,113	1,855,758
2021	740,448	435,838	657,713	1,833,998
2022	731,818	424,138	664,713	1,820,668
2023	722,648	437,438	665,963	1,826,048
2024	1,432,938	448,375	-	1,881,313
2025	1,407,165	457,750	-	1,864,915
2026	1,382,755	439,875	-	1,822,630
2027	1,355,480	447,000	-	1,802,480
2028	1,330,300	426,000	-	1,756,300
2029	-	1,605,000	-	1,605,000
	<u>\$ 10,618,985</u>	<u>\$ 6,025,488</u>	<u>\$ 3,299,150</u>	<u>\$ 19,943,623</u>

Detailed debt schedules are included in the Debt Service Funds section of this document.

# GO BOND SERIES 2011 FUND

General Obligation Bond Series 2011 Fund – Ordinance (O- 11-26) approved in October 20, 2011 for the issuance of \$7,030,000 General Obligation Refunding Bond, Series 2011 of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds, and further providing for the execution of an escrow agreement in connection with the refunding of 2004 General Obligation Bond for \$7M primarily to finance the construction of the new fire station facility No. 1. These bonds are scheduled to be paid off December 1, 2024.



GO 2011	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	630,447	703,716	552,122	639,042	655,327	652,036	656,573	650,775	653,275	658,650
Expenditures	640,025	641,441	684,805	647,615	642,615	647,515	652,115	650,775	650,078	657,150
Difference	(9,578)	62,275	(132,683)	(8,573)	12,712	4,521	4,458	-	3,197	1,500

FY2020 revenues budgeted at \$658,650 for the 2019 tax year levy, to be filed with Cook and DuPage counties before the last Tuesday of December (December 31, 2019), while expenditures for FY2020 total \$657,150 primarily consisting of general obligation debt service, and the agency fee schedule payment for the year.

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 46 - General Obligation Bond Series of 2011 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Property Taxes Real Property	\$ 655,237	\$ 650,342	\$ 651,144	\$ 649,275	\$ 649,275	\$ 655,650
Total Taxes	<u>655,237</u>	<u>650,342</u>	<u>651,144</u>	<u>649,275</u>	<u>649,275</u>	<u>655,650</u>
361-300 Interest On Investments	90	1,694	5,428	1,500	4,000	3,000
Total Investment Income	<u>90</u>	<u>1,694</u>	<u>5,428</u>	<u>1,500</u>	<u>4,000</u>	<u>3,000</u>
Total Revenues and Other Financing Sources	<u>\$ 655,327</u>	<u>\$ 652,036</u>	<u>\$ 656,573</u>	<u>\$ 650,775</u>	<u>\$ 653,275</u>	<u>\$ 658,650</u>
<b>Expenditures and Other Financing Uses</b>						
403-499 Miscellaneous Expense	\$ 803	\$ 803	\$ 803	\$ 1,500	\$ 803	\$ 1,500
Total Contractual Services	<u>803</u>	<u>803</u>	<u>803</u>	<u>1,500</u>	<u>803</u>	<u>1,500</u>
411-403 Principal - 2011 Go Bonds	505,000	520,000	535,000	545,000	545,000	565,000
411-404 Interest - 2011 Go Bonds	136,813	126,713	116,313	104,275	104,275	90,650
Total Debt Service	<u>641,813</u>	<u>646,713</u>	<u>651,313</u>	<u>649,275</u>	<u>649,275</u>	<u>655,650</u>
Total Expenditures and Other Financing Uses	<u>\$ 642,615</u>	<u>\$ 647,515</u>	<u>\$ 652,115</u>	<u>\$ 650,775</u>	<u>\$ 650,078</u>	<u>\$ 657,150</u>
Net Change in Fund Balance	<u>\$ 12,712</u>	<u>\$ 4,521</u>	<u>\$ 4,458</u>	<u>\$ -</u>	<u>\$ 3,197</u>	<u>\$ 1,500</u>
Beginning Fund Balance	<u>105,226</u>	<u>117,938</u>	<u>122,459</u>	<u>126,917</u>	<u>126,917</u>	<u>130,114</u>
Ending Fund Balance	<u>\$ 117,938</u>	<u>\$ 122,459</u>	<u>\$ 126,917</u>	<u>\$ 126,917</u>	<u>\$ 130,114</u>	<u>\$ 131,614</u>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Long Term Debt Requirements**  
**General Obligation Bonds, Series 2011**  
**December 31, 2020**

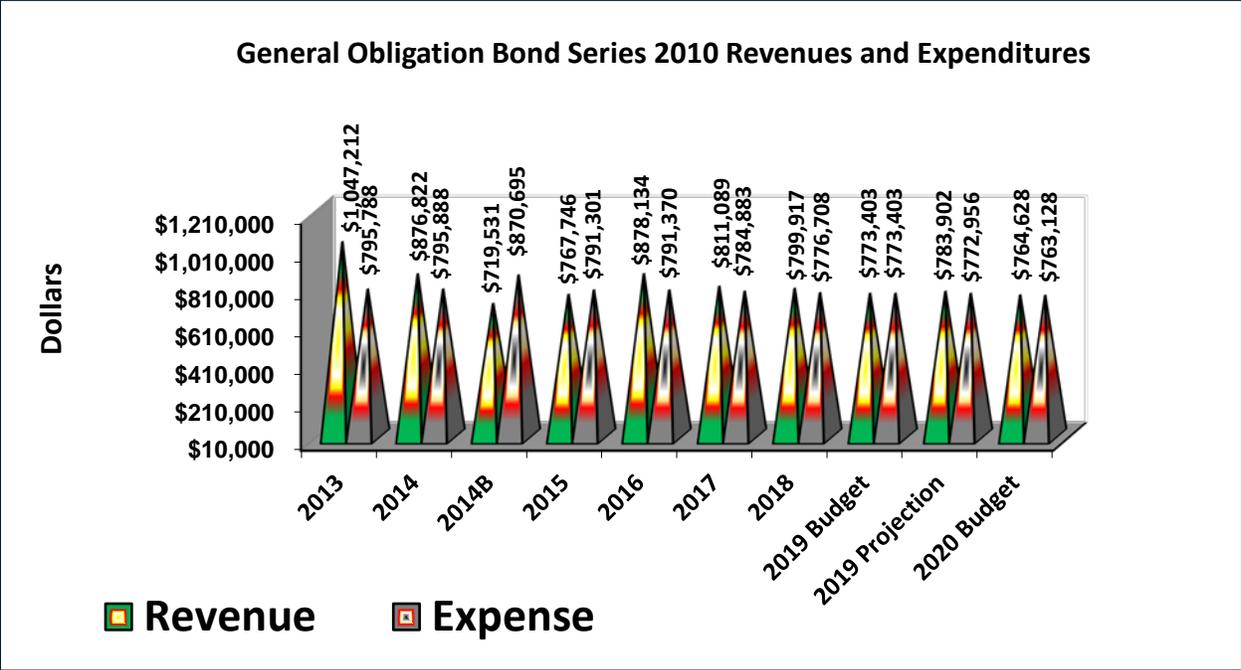
Date of Issue                    November 1, 2011  
Date of Maturity                December 1, 2024  
Authorized Issue                \$7,030,000  
Denomination of Bonds        \$5,000  
Interest Rates                    2.00% - 3.25%  
Interest Dates                    December 1 and June 1  
Principal Maturity Date        December 1  
Payable at                         BNY Mellon Trust Company, Chicago, IL

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2019	565,000	90,650	655,650	2020	45,325	2020	45,325
2020	580,000	75,113	655,113	2021	37,556	2021	37,556
2021	600,000	57,713	657,713	2022	28,856	2022	28,856
2022	625,000	39,713	664,713	2023	19,856	2023	19,856
2023	645,000	20,963	665,963	2024	10,481	2024	10,481
	<u>\$ 3,015,000</u>	<u>\$ 284,150</u>	<u>\$ 3,299,150</u>		<u>\$ 142,075</u>		<u>\$ 142,075</u>

# GO BOND SERIES 2010 FUND

General Obligation Bond Series 2010 Fund – Ordinance (O-10-09) approved in April 29, 2010 for the issuance of \$10M Taxable General Obligation Bonds, Series 2010 (Build America Bond) of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds. Proceeds from these bonds used for the construction of a new police station facility. These bonds are scheduled to be paid off December 1, 2029. This bond is callable/redeemable in December 1, 2018 (issuer often choose this option when the market interest rate falls below the bond’s interest rate).



GO 2010	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	1,047,212	876,822	719,531	767,746	878,134	811,089	799,917	773,403	783,902	764,628
Expenditures	795,788	795,888	870,695	791,301	791,370	784,883	776,708	773,403	772,956	763,128
Difference	251,424	80,934	(151,164)	(23,555)	86,764	26,206	23,209	-	10,946	1,500

FY2020 revenues are budgeted at \$764,628 for the 2019 tax year levy, to be filed with Cook and DuPage counties before the last Tuesday of December (December 31, 2019), and the Build America Bond Subsidy (BABS). Expenditures for FY2020 total \$763,128 primarily consisting of general obligation debt service, and the agency fee schedule payment for the year.

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 47 - General Obligation Bond Series of 2010 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Property Taxes Real Property	\$ 719,849	\$ 654,776	\$ 643,438	\$ 639,902	\$ 639,902	\$ 629,627
Total Taxes	<u>719,849</u>	<u>654,776</u>	<u>643,438</u>	<u>639,902</u>	<u>639,902</u>	<u>629,627</u>
361-300 Interest On Investments	92	1,684	5,584	1,501	4,000	3,001
Total Investment Income	<u>92</u>	<u>1,684</u>	<u>5,584</u>	<u>1,501</u>	<u>4,000</u>	<u>3,001</u>
380-380 BAB Federal Subsidy	158,193	154,630	150,894	132,000	140,000	132,000
Total Miscellaneous	<u>158,193</u>	<u>154,630</u>	<u>150,894</u>	<u>132,000</u>	<u>140,000</u>	<u>132,000</u>
Total Revenues and Other Financing Sources	<u>\$ 878,134</u>	<u>\$ 811,089</u>	<u>\$ 799,917</u>	<u>\$ 773,403</u>	<u>\$ 783,902</u>	<u>\$ 764,628</u>
<b>Expenditures and Other Financing Uses</b>						
403-499 Miscellaneous Expense	\$ 1,153	\$ 1,103	\$ 1,103	\$ 1,500	\$ 1,053	\$ 1,500
Total Contractual Services	<u>1,153</u>	<u>1,103</u>	<u>1,103</u>	<u>1,500</u>	<u>1,053</u>	<u>1,500</u>
411-429 Principal - 2010A Go Bonds	305,000	310,000	315,000	325,000	325,000	330,000
411-430 Interest - 2010A Go Bonds	485,218	473,780	460,605	446,903	446,903	431,628
Total Debt Service	<u>790,218</u>	<u>783,780</u>	<u>775,605</u>	<u>771,903</u>	<u>771,903</u>	<u>761,628</u>
Total Expenditures and Other Financing Uses	<u>\$ 791,370</u>	<u>\$ 784,883</u>	<u>\$ 776,708</u>	<u>\$ 773,403</u>	<u>\$ 772,956</u>	<u>\$ 763,128</u>
Net Change in Fund Balance	<u>\$ 86,764</u>	<u>\$ 26,207</u>	<u>\$ 23,210</u>	<u>\$ -</u>	<u>\$ 10,946</u>	<u>\$ 1,500</u>
Beginning Fund Balance	<u>67,505</u>	<u>154,268</u>	<u>180,475</u>	<u>203,685</u>	<u>203,685</u>	<u>214,631</u>
Ending Fund Balance	<u>\$ 154,268</u>	<u>\$ 180,475</u>	<u>\$ 203,685</u>	<u>\$ 203,685</u>	<u>\$ 214,631</u>	<u>\$ 216,131</u>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Long Term Debt Requirements**  
**General Obligation Bonds, Series 2010**  
**December 31, 2020**

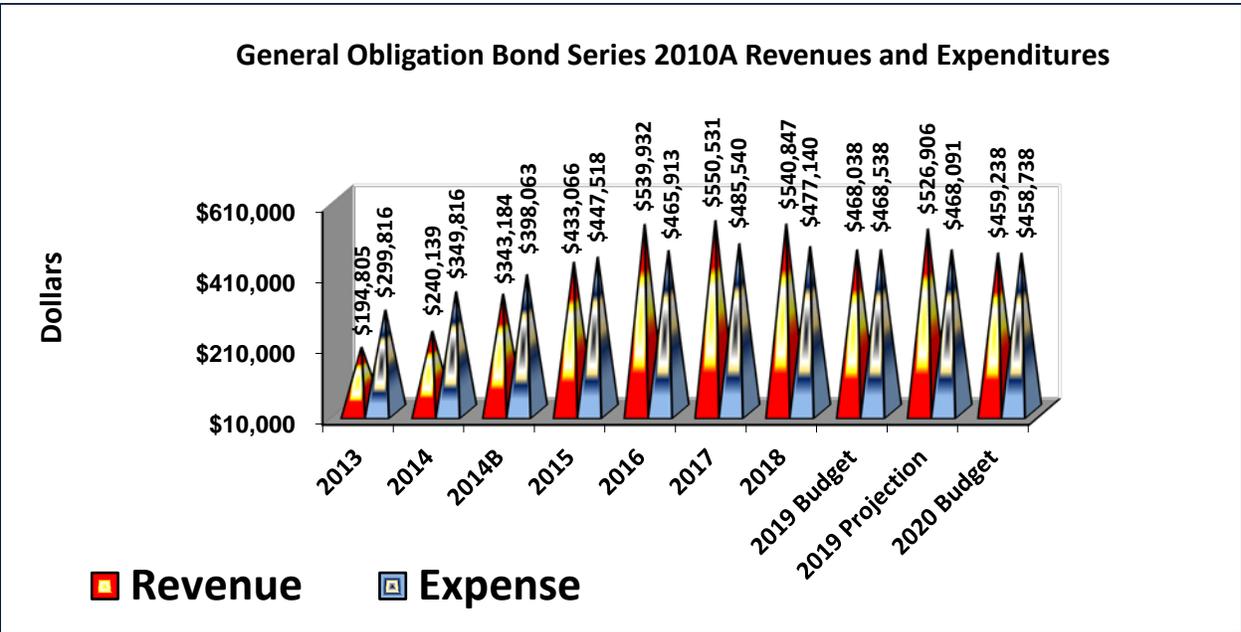
Date of Issue April 29, 2010  
Date of Maturity December 1, 2029  
Authorized Issue \$10,000,000  
Denomination of Bonds \$5,000  
Interest Rates Unknown  
Interest Dates December 1 and June 1  
Principal Maturity Date December 1  
Payable at BNY Mellon Trust Company, Chicago, IL

**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2019	330,000	431,628	761,628	2020	215,814	2020	215,814
2020	340,000	413,808	753,808	2021	206,904	2021	206,904
2021	345,000	395,448	740,448	2022	197,724	2022	197,724
2022	355,000	376,818	731,818	2023	188,409	2023	188,409
2023	365,000	357,648	722,648	2024	178,824	2024	178,824
2024	1,095,000	337,938	1,432,938	2025	168,969	2025	168,969
2025	1,130,000	277,165	1,407,165	2026	138,583	2026	138,583
2026	1,170,000	212,755	1,382,755	2027	106,378	2027	106,378
2027	1,210,000	145,480	1,355,480	2028	72,740	2028	72,740
2028	1,255,000	75,300	1,330,300	2029	37,650	2029	37,650
	<u>\$ 7,595,000</u>	<u>\$ 3,023,985</u>	<u>\$ 10,618,985</u>		<u>\$ 1,511,993</u>		<u>\$ 1,511,993</u>

# GO BOND SERIES 2010A FUND

General Obligation Bond Series 2010A Fund – Ordinance (O-10-29) approved on November 18, 2010 for the issuance of \$5M Taxable General Obligation Bonds, Series 2010A (Build America Bond) of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds. Proceeds from these bonds used for the construction of new police station facility additional expenses. These bonds are scheduled to be paid off December 1, 2030. This bond is callable/redeemable in December 1, 2019 (issuer often choose this option when the market interest rate falls below the bond’s interest rate).



GO 2010A	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	194,805	240,139	343,184	433,066	539,932	550,531	540,847	468,038	526,906	459,238
Expenditures	299,816	349,816	398,063	447,518	465,913	485,540	477,140	468,538	468,091	458,738
Difference	(105,011)	(109,677)	(54,879)	(14,452)	74,019	64,991	63,707	(500)	58,815	500

FY2020 revenues budgeted at \$459,238 for the 2019 tax year levy, to be filed with Cook and DuPage counties before the last Tuesday of December (December 31, 2019), and the Build America Bond Subsidy (BABS), while expenditures for FY2020 total \$458,738 primarily consisting of general obligation debt service, and the agency fee schedule payment for the year.

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 48 - General Obligation Bond Series of 2010A Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-301 Property Taxes Real Property	\$ 445,030	\$ 456,988	\$ 445,923	\$ 437,038	\$ 437,038	\$ 427,237
Total Taxes	<u>445,030</u>	<u>456,988</u>	<u>445,923</u>	<u>437,038</u>	<u>437,038</u>	<u>427,237</u>
361-300 Interest On Investments	57	710	4,495	1,000	2,200	2,001
Total Investment Income	<u>57</u>	<u>710</u>	<u>4,495</u>	<u>1,000</u>	<u>2,200</u>	<u>2,001</u>
380-380 BAB Federal Subsidy	94,845	92,833	90,430	30,000	87,668	30,000
Total Miscellaneous	<u>94,845</u>	<u>92,833</u>	<u>90,430</u>	<u>30,000</u>	<u>87,668</u>	<u>30,000</u>
Total Revenues and Other Financing Sources	<u>\$ 539,932</u>	<u>\$ 550,531</u>	<u>\$ 540,847</u>	<u>\$ 468,038</u>	<u>\$ 526,906</u>	<u>\$ 459,238</u>
<b>Expenditures and Other Financing Uses</b>						
403-499 Miscellaneous Expense	\$ -	\$ 1,103	\$ 1,103	\$ 1,500	\$ 1,053	\$ 1,500
Total Contractual Services	<u>-</u>	<u>1,103</u>	<u>1,103</u>	<u>1,500</u>	<u>1,053</u>	<u>1,500</u>
411-429 Principal - 2010A Go Bonds	175,000	200,000	200,000	200,000	200,000	200,000
411-430 Interest - 2010A Go Bonds	290,913	284,438	276,038	267,038	267,038	257,238
Total Debt Service	<u>465,913</u>	<u>484,438</u>	<u>476,038</u>	<u>467,038</u>	<u>467,038</u>	<u>457,238</u>
Total Expenditures and Other Financing Uses	<u>\$ 465,913</u>	<u>\$ 485,540</u>	<u>\$ 477,140</u>	<u>\$ 468,538</u>	<u>\$ 468,091</u>	<u>\$ 458,738</u>
Net Change in Fund Balance	<u>\$ 74,019</u>	<u>\$ 64,991</u>	<u>\$ 63,707</u>	<u>\$ (500)</u>	<u>\$ 58,815</u>	<u>\$ 500</u>
Beginning Fund Balance	<u>(153,518)</u>	<u>(79,499)</u>	<u>(14,508)</u>	<u>49,200</u>	<u>49,200</u>	<u>108,015</u>
Ending Fund Balance	<u>\$ (79,499)</u>	<u>\$ (14,508)</u>	<u>\$ 49,200</u>	<u>\$ 48,700</u>	<u>\$ 108,015</u>	<u>\$ 108,515</u>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Long Term Debt Requirements**  
**General Obligation Bonds, Series 2010A**  
**December 31, 2020**

Date of Issue                    December 2, 2010  
Date of Maturity                December 2, 2030  
Authorized Issue                \$5,000,000  
Interest Rates                    Varied  
Interest Dates                    December 1 and June 1  
Principal Maturity Date        December 1, 2030  
Payable at                        BNY Mellon Trust Company, Chicago, IL

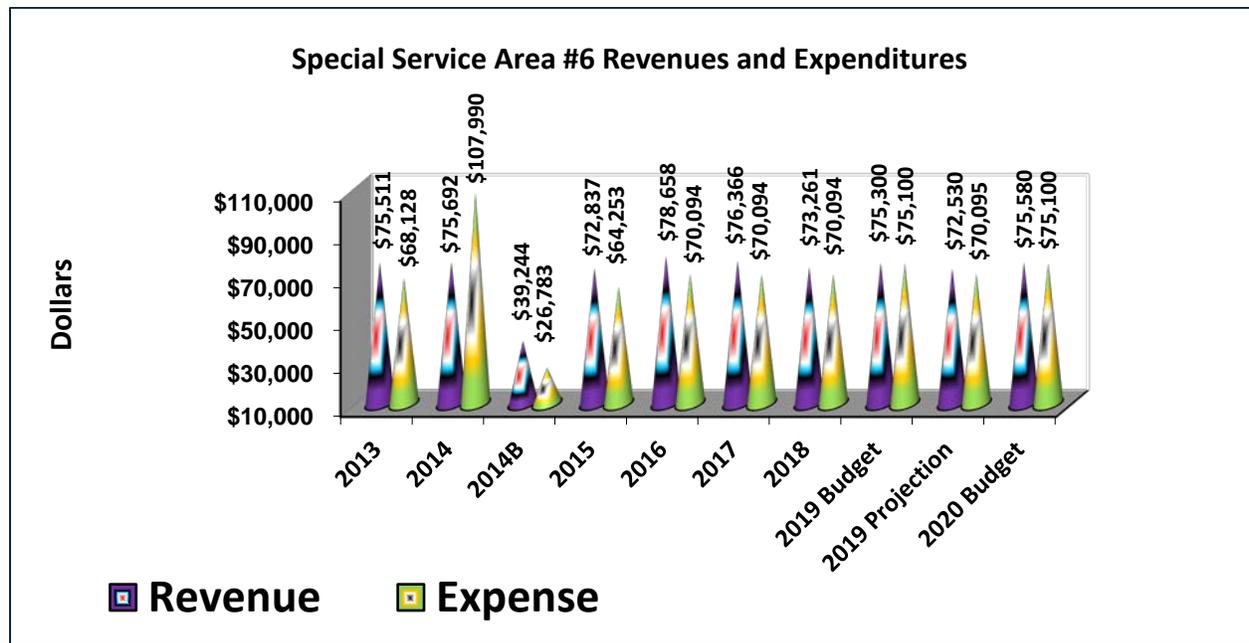
**CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS**

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2019	200,000	257,238	457,238	2020	128,619	2020	128,619
2020	200,000	246,838	446,838	2021	123,419	2021	123,419
2021	200,000	235,838	435,838	2022	117,919	2022	117,919
2022	200,000	224,138	424,138	2023	112,069	2023	112,069
2023	225,000	212,438	437,438	2024	106,219	2024	106,219
2024	250,000	198,375	448,375	2025	99,188	2025	99,188
2025	275,000	182,750	457,750	2026	91,375	2026	91,375
2026	275,000	164,875	439,875	2027	82,438	2027	82,438
2027	300,000	147,000	447,000	2028	73,500	2028	73,500
2028	300,000	126,000	426,000	2029	63,000	2029	63,000
2029	1,500,000	105,000	1,605,000	2030	52,500	2030	52,500
	<u>\$ 3,925,000</u>	<u>\$ 2,100,488</u>	<u>\$ 6,025,488</u>		<u>\$ 1,050,244</u>		<u>\$ 1,050,244</u>

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# SPECIAL SERVICE AREA #6 FUND

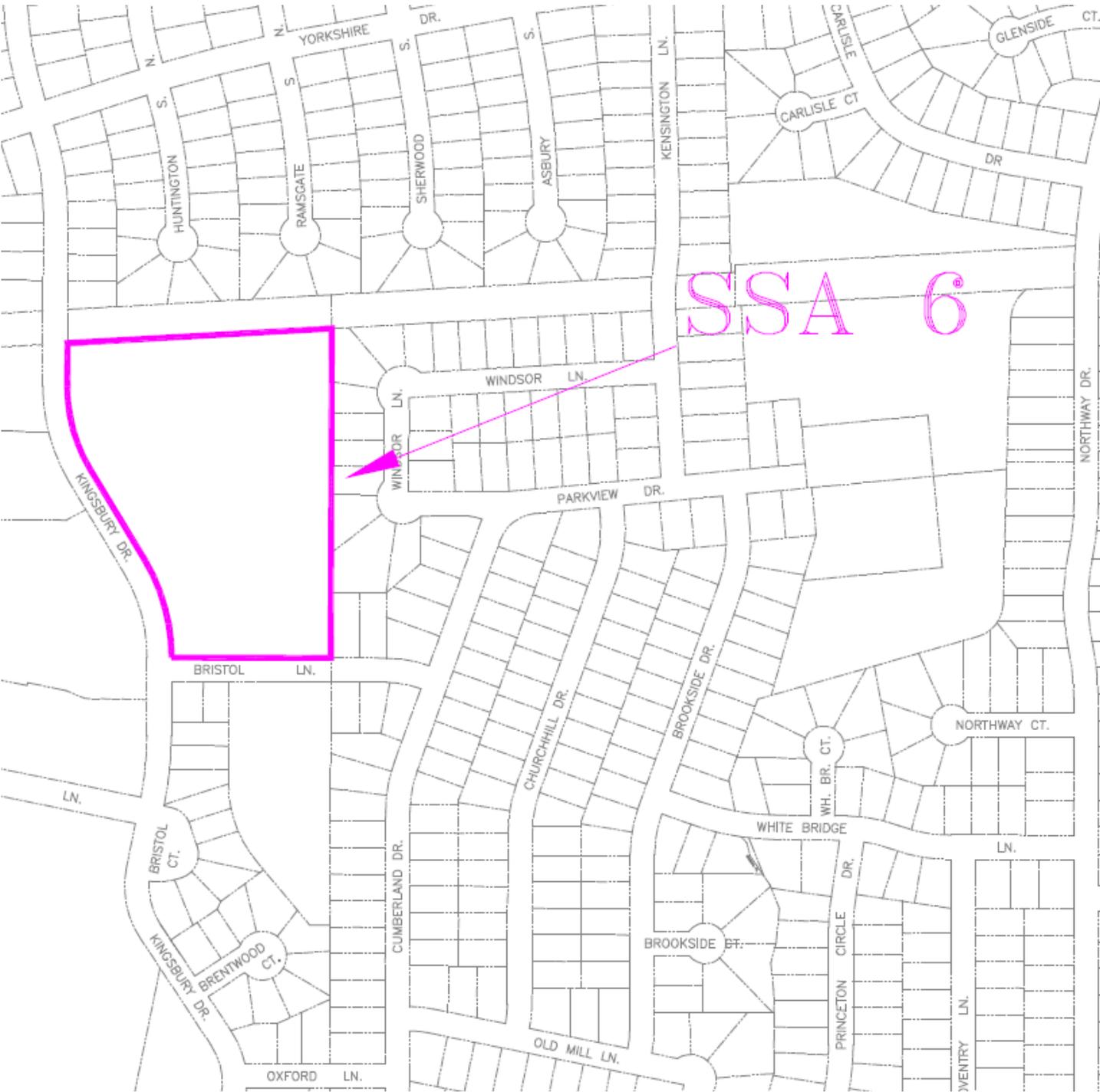
Special Service Area #6 Fund - the Board passed an Ordinance for the Establishment of a Special Service Area #6 on December 17, 2009 (O-09-44) in the Village of Hanover Park for the purpose of paying the cost of improvement provided by the Village in the Special Service Area Number 6, which includes the Hanover Square condominium. The Debt incurred totals \$425,000 with fifteen (15) years as a maximum period over which the debt will be retired and at an annual interest rate not to exceed six percent (6%). Funding source, an annual tax levy as corporate authorities determine to be appropriate, a direct annual tax not to exceed an annual rate of 5.85 percent (5.85%) of the assessed value, as equalized, of the property.



SSA #6	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	75,511	75,692	39,244	72,837	78,658	76,366	73,261	75,300	72,530	75,580
Expenditures	68,128	107,990	26,783	64,253	70,094	70,094	70,094	75,100	70,095	75,100
Difference	7,383	(32,298)	12,461	8,584	8,564	6,272	3,167	200	2,435	480

The Special Service Area #6 (Hanover Square Condominium) is to provide special municipal services such as; installation of twelve (12) masonry dumpster enclosures and improvement of the parking lot and private streets. FY2020 revenues budgeted at \$75,580, while total expenditures are \$75,100. The loan provided by General Fund will expire in April 2020. This will be the final payment to the loan.

# SPECIAL SERVICE AREA #6 MAP (Hanover Square Condominium)



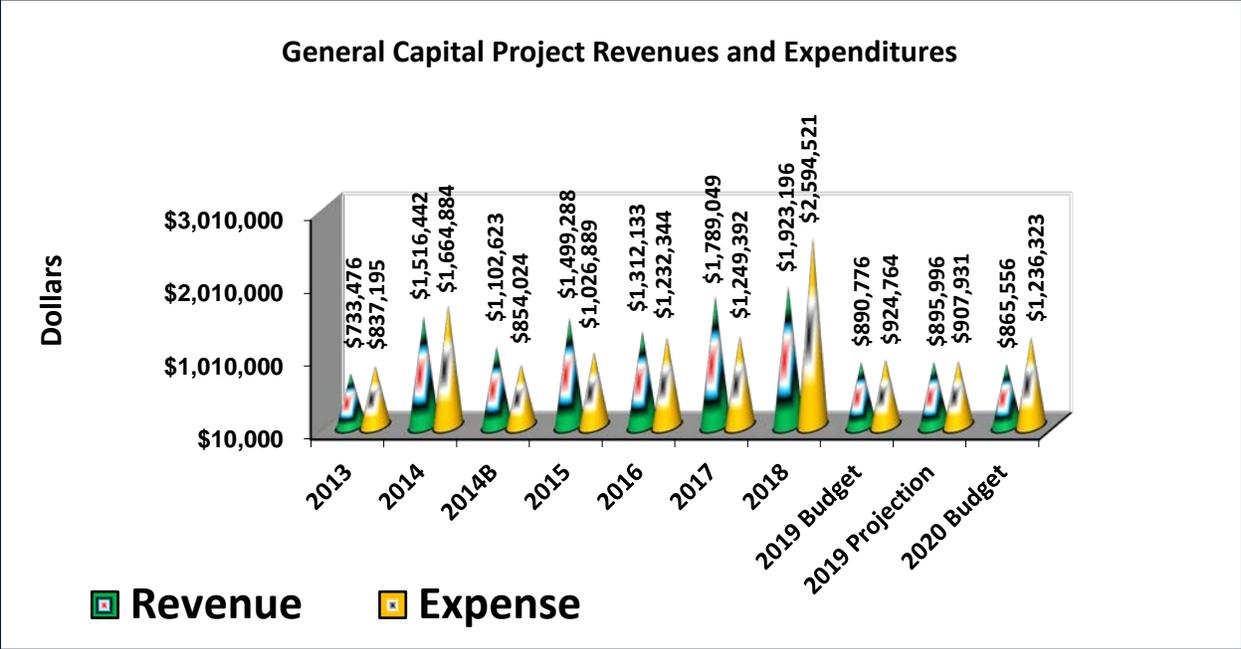
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 16 - Special Service Area #6 Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
311-390 Taxes Special Service Areas # 6	\$ 78,651	\$ 76,190	\$ 72,756	\$ 75,100	\$ 72,000	\$ 75,100
Total Taxes	<u>78,651</u>	<u>76,190</u>	<u>72,756</u>	<u>75,100</u>	<u>72,000</u>	<u>75,100</u>
361-300 Interest On Investments	7	175	505	200	530	480
Total Investment Income	<u>7</u>	<u>175</u>	<u>505</u>	<u>200</u>	<u>530</u>	<u>480</u>
Total Revenues and Other Financing Sources	<u>\$ 78,658</u>	<u>\$ 76,366</u>	<u>\$ 73,261</u>	<u>\$ 75,300</u>	<u>\$ 72,530</u>	<u>\$ 75,580</u>
<b>Expenditures and Other Financing Uses</b>						
403-451 Equipment Rentals	\$ -	\$ -	\$ -	\$ 5,005	\$ -	\$ 4,722
Total Contractual Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,005</u>	<u>-</u>	<u>4,722</u>
411-400 Interest S.S.A.	14,501	11,072	7,431	3,567	3,567	290
Total Debt Service	<u>14,501</u>	<u>11,072</u>	<u>7,431</u>	<u>3,567</u>	<u>3,567</u>	<u>290</u>
412-401 Interfund General Fund	55,593	59,022	62,663	66,528	66,528	70,088
Total Interfund Transfers	<u>55,593</u>	<u>59,022</u>	<u>62,663</u>	<u>66,528</u>	<u>66,528</u>	<u>70,088</u>
Total Expenditures and Other Financing Uses	<u>\$ 70,094</u>	<u>\$ 70,094</u>	<u>\$ 70,094</u>	<u>\$ 75,100</u>	<u>\$ 70,095</u>	<u>\$ 75,100</u>
Net Change in Fund Balance	<u>\$ 8,564</u>	<u>\$ 6,272</u>	<u>\$ 3,167</u>	<u>\$ 200</u>	<u>\$ 2,435</u>	<u>\$ 480</u>
Beginning Fund Balance	<u>(254,033)</u>	<u>(189,876)</u>	<u>(124,582)</u>	<u>(58,752)</u>	<u>(58,752)</u>	<u>10,211</u>
Ending Fund Balance	<u>\$ (189,876)</u>	<u>\$ (124,582)</u>	<u>\$ (58,752)</u>	<u>\$ 7,976</u>	<u>\$ 10,211</u>	<u>\$ 80,779</u>

# GENERAL CAPITAL PROJECT FUND

General Capital Fund - accounts for general construction and capital improvement activity of several capital-related programs including roadway maintenance, sidewalks, bikeways, traffic signals, and other projects. A separate Capital Improvement Program (CIP) document within this budget document provides more detail information regarding capital projects proposed this year.



Capital Project	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	733,476	1,516,442	1,102,623	1,499,288	1,312,133	1,789,049	1,923,196	890,776	895,996	865,556
Expenditures	837,195	1,664,884	854,024	1,026,889	1,232,344	1,249,392	2,594,521	924,764	907,931	1,236,323
Difference	(103,719)	(148,442)	248,599	472,399	79,789	539,657	(671,325)	(33,988)	(11,935)	(370,767)

The General Capital Project Fund is used for construction, improvement of Village facilities, street and maintenance and infrastructures. FY2020 revenues are budgeted at \$865,556 while total expenditures are \$1,236,323. The Fund balance will be utilized to offset the \$370,767 deficit. A planned use of fund balance to fund the Fire Station #2 design will come from General Fund Reserves through revenue transfer. In FY2020, the grant for the land development for the new fire station #2 for \$200,000 will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). ***Keep in mind the project will only move forward when the funds from DCEO are received by the Village.***

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 31- General Capital Projects Fund**

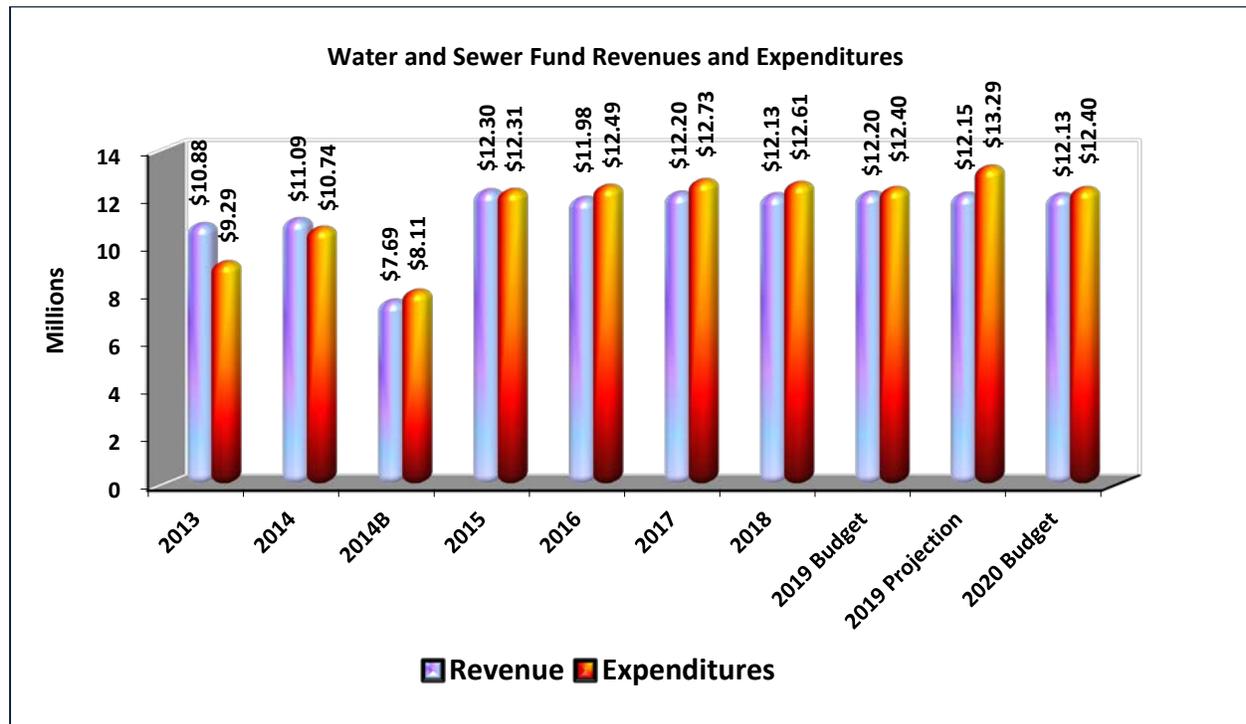
Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
332-301 State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
Total Intergovernmental Revenue	-	-	-	-	-	200,000
361-300 Interest On Investments	\$ 786	\$ 9,421	\$ 30,152	\$ 3,000	\$ 8,000	\$ 5,000
Total Investment Income	786	9,421	30,152	3,000	8,000	5,000
380-309 Reimbursed Exp. Miscellaneous	24,493	-	-	-	-	-
389-303 Miscellaneous Income	7,500	-	-	-	-	-
389-312 Veteran's Memorial	250	440	180	-	220	-
389-313 Other Memorials	5,708	1,033	-	-	-	-
389-354 SCBA Funding	-	-	28,012	38,012	38,012	38,012
Total Miscellaneous Revenue	37,951	1,473	28,192	38,012	38,232	38,012
391-301 Interfund General	1,197,396	1,678,155	1,864,852	849,764	849,764	622,544
391-350 Interfund Water & Sewer	76,000	100,000	-	-	-	-
Total Interfund Transfers	1,273,396	1,778,155	1,864,852	849,764	849,764	622,544
Total Revenues and Other Financing Sources	\$ 1,312,133	\$ 1,789,049	\$ 1,923,196	\$ 890,776	\$ 895,996	\$ 865,556
<b>Expenditures and Other Financing Uses</b>						
403-464 Engineering Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,000
Total Contractual Services	-	-	-	-	-	15,000
413-421 Buildings	\$ 440,007	\$ 91,674	\$ 1,783,918	\$ 106,000	\$ 85,000	\$ 415,000
413-422 Improvement Other Than Buildings	476,370	407,048	221,631	494,300	494,300	440,000
413-431 Office Equipment	161,948	306,680	88,117	-	-	-
413-432 Office Furniture / Fixture	-	-	-	-	4,167	-
413-443 Other Equipment	154,019	443,989	500,854	324,464	324,464	366,323
Total Capital Outlay	1,232,344	1,249,392	2,594,521	924,764	907,931	1,221,323
Total Expenditures and Other Financing Uses	\$ 1,232,344	\$ 1,249,392	\$ 2,594,521	\$ 924,764	\$ 907,931	\$ 1,236,323
Net Change in Fund Balance	\$ 79,789	\$ 539,657	\$ (671,324)	\$ (33,988)	\$ (11,935)	\$ (370,767)
Assigned Fund Balance	302,740	302,740	330,752	368,764	364,597	402,609
Unassigned Fund Balance	622,649	1,162,307	462,970	390,970	417,190	8,411
Ending Fund Balance	\$ 925,389	\$ 1,465,047	\$ 793,723	\$ 759,735	\$ 781,788	\$ 411,021

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# WATER AND SEWER FUND

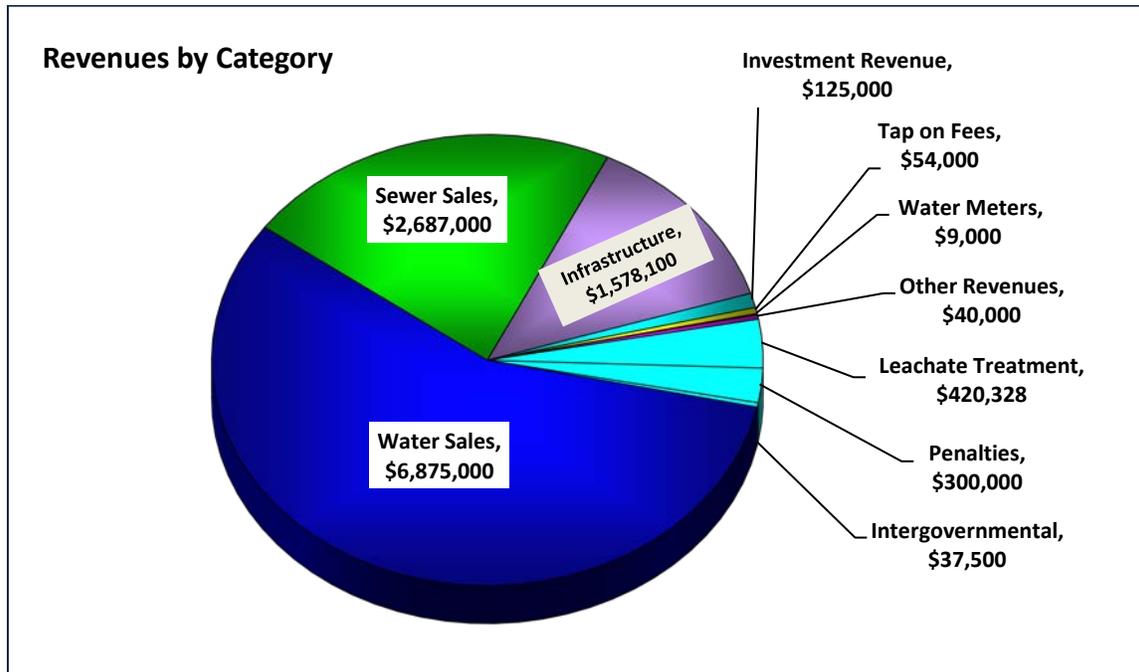
Water and Sewer Fund - enterprise funds which mean the revenues, expenses, transfers and financial results are accounted for through full accrual accounting. These funds are used to account for the revenue and expense activities associated with the delivery to and disposal of water from customers. The Water and Sewer Fund includes operational activities performed by the Public Works, and Administrative Services Departments. The Public Works Department performs general maintenance on the systems such as water main break repair, hydrant flushing, meter replacement, water quality testing, and sewer line repair. The Administrative Services Department performs support activities to assist with service operations. These activities include responding to water and sewer customer inquiries, water and sewer billing, accounts payable, payroll, financial support and information technology support.

Cost Control Center			
Department/Division	Division Number	Department/Division	Division Number
Administration	5010	Sewer Treatment	5050
Water Treatment	5020	Sewer Maintenance	5060
Water Maintenance	5030	Depreciation and Debt Service	5070
Water Meter Operations	5040		

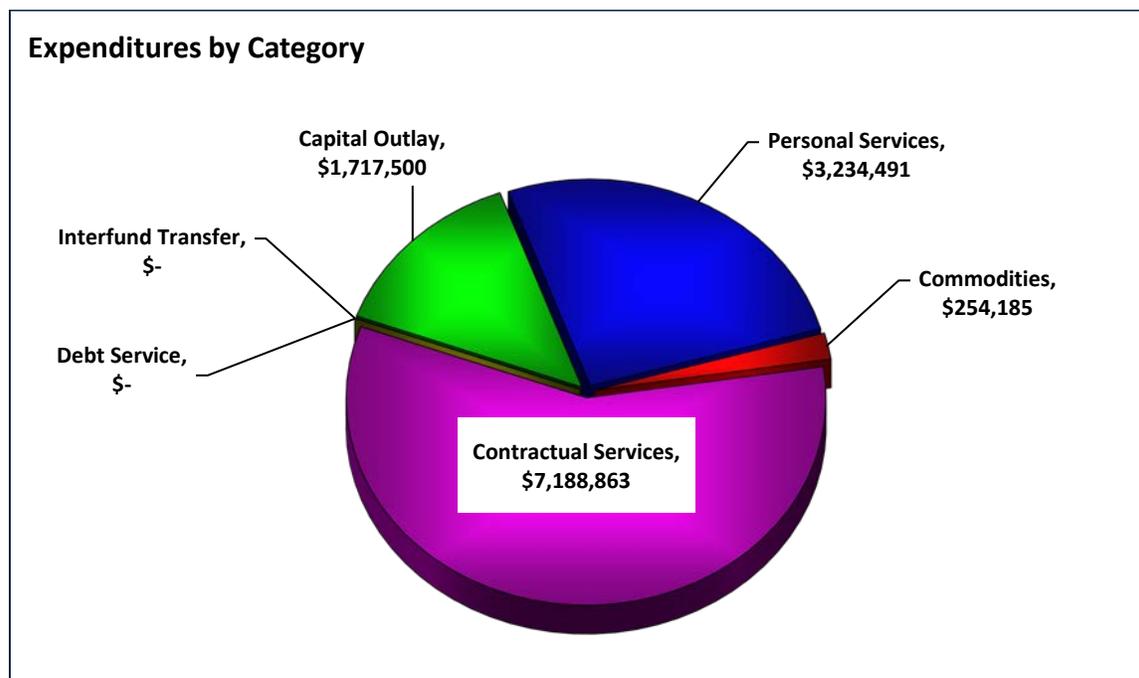


Water & Sewer	2012	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	9,004,186	10,883,235	11,093,919	7,685,123	12,296,062	11,977,660	12,197,582	12,128,917	12,199,911	12,153,065	12,125,928
Expenditures	8,638,006	9,291,595	10,736,899	8,106,070	12,314,218	12,486,311	12,725,552	12,610,070	12,395,012	13,289,480	12,395,039
Difference	366,180	1,591,640	357,020	(420,947)	(18,156)	(508,651)	(527,970)	(481,153)	(195,101)	(1,136,415)	(269,111)

# WATER AND SEWER FUND



Water and Sewer sales account for 78.86% of the revenues in the Water and Sewer Fund.



Contractual Services, the largest expenditure category, includes payments to the Joint Action Water Agency (JAWA) for water, operations and fixed costs.

VILLAGE OF HANOVER PARK, ILLINOIS  
 Water & Sewer Fund Budget Summary  
 Calendar Year Ending December 31, 2020

Fund	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
Charges for Services	\$ 10,606,237	\$ 10,488,028	\$ 10,347,944	\$ 10,475,611	\$ 10,333,965	\$ 10,345,328
Intergovernmental Revenue	-	-	-	-	-	37,500
Licenses & Permits	950	-	-	5,000	5,000	-
Investment Income	11,708	70,292	173,549	92,000	195,000	125,000
Miscellaneous	1,358,765	1,639,262	1,607,424	1,627,300	1,619,100	1,618,100
<b>Totals</b>	<b>11,977,660</b>	<b>12,197,582</b>	<b>12,128,917</b>	<b>12,199,911</b>	<b>12,153,065</b>	<b>12,125,928</b>
<b>Expenditures and Other Financing Uses</b>						
Personnel Services	3,541,644	4,050,297	3,108,199	3,264,462	3,253,479	3,234,491
Commodities	224,987	210,319	261,116	246,850	238,726	254,185
Contractual Services	7,502,137	7,783,717	8,071,262	7,372,620	8,286,197	7,188,863
Debt Service	361,831	239,661	117,538	37,176	37,174	-
Interfund Transfer	76,000	(185,303)	-	-	-	-
Capital Outlay	779,712	626,860	1,051,956	1,473,904	1,473,904	1,717,500
<b>Total Expenditures &amp; Other Financing Uses</b>	<b>\$ 12,486,311</b>	<b>\$ 12,725,552</b>	<b>\$ 12,610,070</b>	<b>\$ 12,395,012</b>	<b>\$ 13,289,480</b>	<b>\$ 12,395,039</b>
<b>Net Position</b>	<b>\$ (508,651)</b>	<b>\$ (527,970)</b>	<b>\$ (481,153)</b>	<b>\$ (195,101)</b>	<b>\$ (1,136,415)</b>	<b>\$ (269,111)</b>
Net Investment in Capital Assets	21,253,304	21,112,705	21,328,525	21,718,727	21,328,525	21,718,727
Unrestricted	8,592,065	8,812,697	8,843,737	8,648,636	8,687,322	8,418,211
<b>Ending Net Position</b>	<b>\$ 29,845,369</b>	<b>\$ 29,925,402</b>	<b>\$ 30,172,262</b>	<b>\$ 30,367,363</b>	<b>\$ 29,035,847</b>	<b>\$ 28,766,736</b>

**VILLAGE OF HANOVER PARK, ILLINOIS**  
**Revenue Summary by Account**  
 Calendar Year Ending December 31, 2020

**Fund 050 - Water and Sewer Fund**

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>							
332-301	State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 37,500
Total: Intergovernmental Revenue		-	-	-	-	-	37,500
322-310	Wastewater Discharge	\$ 950	\$ -	\$ -	\$ 5,000	\$ 5,000	\$ -
Total Licenses and Permits		950	-	-	5,000	5,000	-
344-301	Water Sales - Cook County	3,799,690	3,553,542	3,558,648	3,540,000	3,550,000	3,550,000
344-302	Water Sales - DuPage County	3,545,269	3,491,137	3,354,251	3,440,000	3,325,000	3,325,000
344-303	Water Sales - Cook & DuPage County	2,979	8,625	33,926	-	375	-
345-301	Sewer Sales - Cook County	654,451	806,649	787,031	789,800	787,000	787,000
345-302	Sewer Sales - DuPage County	1,931,549	1,993,946	1,914,756	1,976,000	1,900,000	1,900,000
346-300	Water Penalties	307,501	314,842	327,180	300,000	307,000	300,000
347-301	Water Tap-On Fees - Cook	-	3,700	32,190	7,500	17,760	22,000
347-302	Water Tap-On Fees - DuPage	-	-	2,220	5,000	3,700	5,000
348-301	Sewer Tap-On Fees - Cook	-	-	24,974	7,000	28,834	22,000
348-302	Sewer Tap-On Fees - DuPage	-	-	2,175	5,000	3,626	5,000
349-301	Water Meters - Cook	4,324	1,668	6,643	3,000	4,628	4,000
349-302	Water Meters - DuPage	3,611	2,329	5,200	5,000	4,000	5,000
389-309	Leachate Treatment	356,863	311,591	298,753	397,311	402,042	420,328
Total Charges for Services		10,606,237	10,488,028	10,347,944	10,475,611	10,333,965	10,345,328
361-300	Interest On Investments	11,708	70,292	173,549	92,000	195,000	125,000
Total Investment Income		11,708	70,292	173,549	92,000	195,000	125,000
343-301	Infrastructure - Cook County	668,594	802,675	793,762	800,500	799,900	800,500
343-302	Infrastructure - DuPage County	681,822	783,846	778,696	781,800	777,000	777,600
380-304	Property Damage	98	-	-	-	-	-
380-309	Expenditures Miscellaneous	-	7,166	-	-	-	-
389-303	Miscellaneous Income	8,252	45,575	34,966	45,000	42,200	40,000
Total Miscellaneous		1,358,765	1,639,262	1,607,424	1,627,300	1,619,100	1,618,100
Total Operating Revenues		\$ 11,977,660	\$ 12,197,582	\$ 12,128,917	\$ 12,199,911	\$ 12,153,065	\$ 12,125,928

VILLAGE OF HANOVER PARK, ILLINOIS  
Expenditure Summary by Account  
Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses</b>							
401-411	Salaries - Regular	\$ 1,958,896	\$ 2,089,661	\$ 2,015,624	\$ 2,158,504	\$ 2,150,998	\$ 2,129,863
401-412	Salaries - Part - Time	18,874	4,568	7,225	30,054	17,200	23,640
401-421	Overtime Compensation	169,756	132,796	168,996	133,498	151,723	131,450
401-428	On Call Premium Pay	21,360	21,639	20,907	19,302	21,102	19,302
401-441	State Retirement	869,346	303,231	286,479	241,207	255,447	284,372
401-442	Social Security	163,945	168,157	164,445	187,345	181,058	175,604
401-444	Employee Insurance	324,024	385,321	432,360	476,552	458,451	452,260
401-446	Unemployment Compensation	1,291	1,831	1,927	1,000	500	1,000
401-450	OPEB	14,152	12,776	(60,853)	17,000	17,000	17,000
401-451	Comp. Abs & IMRF (GLTD)	-	930,318	71,089	-	-	-
<b>Total Personnel Services</b>		<b>3,541,644</b>	<b>4,050,297</b>	<b>3,108,199</b>	<b>3,264,462</b>	<b>3,253,479</b>	<b>3,234,491</b>
402-411	Office Supplies	767	1,695	1,149	1,450	1,200	1,464
402-413	Memberships / Subscriptions	28,727	36,896	37,941	54,404	54,390	55,482
402-414	Books / Publications / Maps	127	-	-	-	-	-
402-421	Gasoline & Lube	359	946	312	500	500	500
402-426	Bulk Chemicals	12,264	6,438	6,817	11,460	10,800	8,800
402-427	Materials & Supplies	153,266	147,001	191,240	151,846	151,846	164,366
402-428	Cleaning Supplies	446	1,065	665	1,000	1,000	1,000
402-429	Parts & Accessories - Non - Auto	15,859	5,107	5,984	9,300	4,000	6,000
402-431	Uniforms	2,475	3,584	5,950	5,700	5,600	5,100
402-433	Safety & Protective Equipment	6,738	5,338	7,503	8,830	7,030	9,113
402-434	Small Tools	2,390	2,250	3,555	2,360	2,360	2,360
402-437	Resale Merchandise	1,570	-	-	-	-	-
402-499	Miscellaneous Expense	(1)	-	-	-	-	-
<b>Total Commodities</b>		<b>224,987</b>	<b>210,319</b>	<b>261,116</b>	<b>246,850</b>	<b>238,726</b>	<b>254,185</b>
403-411	Telephone	72,806	56,030	57,553	52,528	53,846	58,603
403-412	Postage	42,042	62,582	53,771	68,368	60,500	66,500
403-413	Light & Power	209,454	210,978	206,365	236,840	221,000	236,840
403-414	Natural Gas	7,366	8,115	9,920	11,560	11,930	13,294
403-421	Liability Insurance Program	338,658	421,927	263,727	429,948	437,294	507,434
403-434	M & R - Buildings	46,163	17,436	15,617	54,295	54,295	21,295
403-435	M & R - Streets & Bridges	24,244	15,106	22,811	28,000	28,000	18,000
403-436	Maintenance Agreements	88,143	97,177	80,832	121,323	120,355	117,599
403-437	M & R - Other Equipment	4,288	5,220	8,185	10,800	7,800	8,700
403-441	M & R - STP	47,320	55,476	46,759	60,000	60,000	60,000
403-442	M & R - Sewer Lines	15,762	27,491	16,640	28,000	25,000	22,000
403-443	M & R - Wells	12,793	4,895	350	13,500	1,000	8,000
403-444	M & R - Water Mains	40,305	29,665	33,108	28,500	42,000	28,500
403-445	M & R - Water Storage Tanks	5,030	12,315	314,680	326,400	302,900	10,400
403-446	M & R - Water Meters	5,760	13,930	-	2,000	2,000	2,000
403-451	Equipment Rentals	211,544	179,654	175,881	178,690	178,220	179,029
403-452	Vehicle Maintenance & Replacement	378,559	361,585	432,155	419,829	419,829	430,407

VILLAGE OF HANOVER PARK, ILLINOIS  
Expenditure Summary by Account  
Fiscal Year Ending December 31, 2020

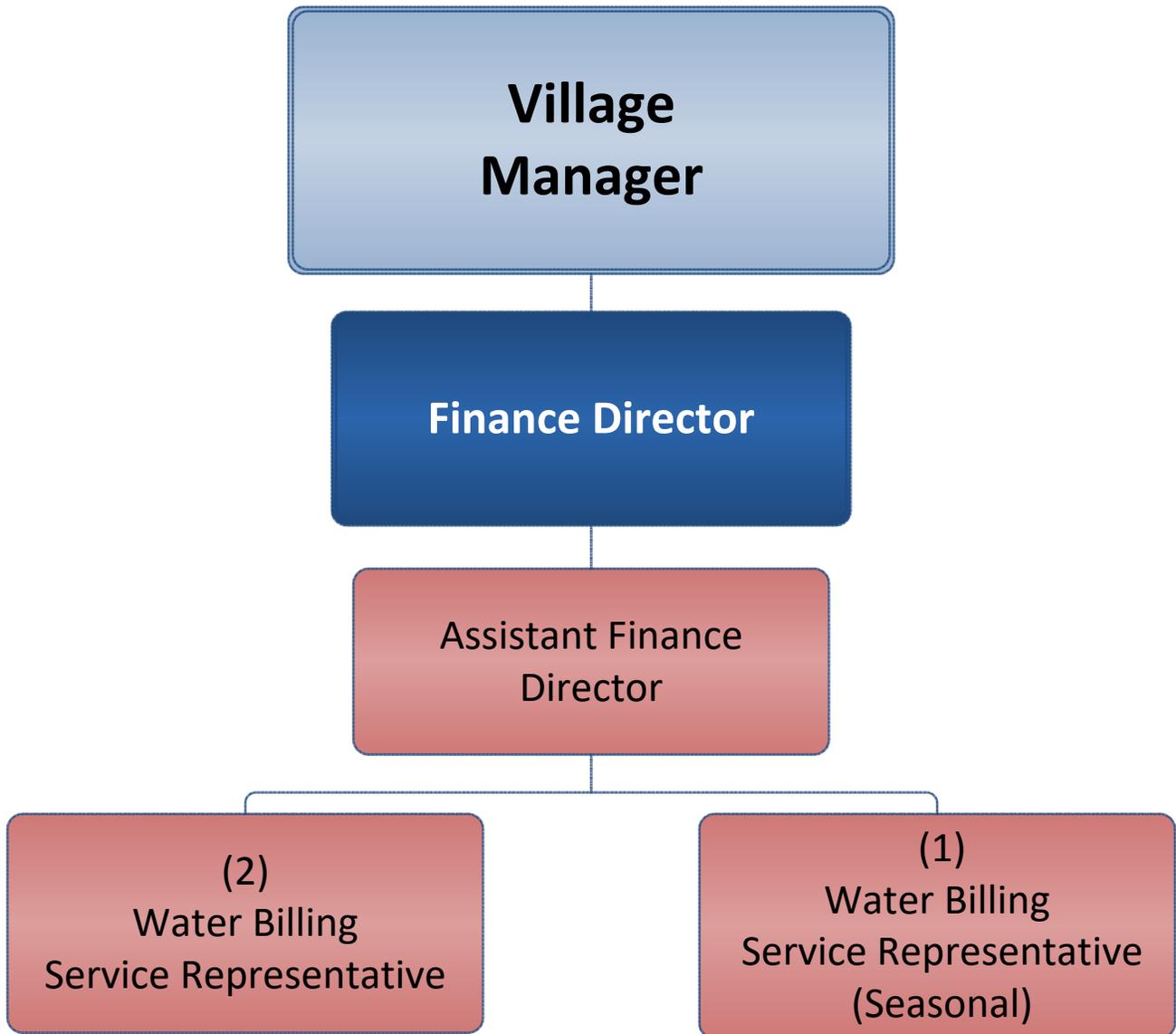
Fund 050 - Water and Sewer Fund

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses (Continued)</b>							
403-456	IT Equipment Maint. & Replacemnt	120,000	120,000	124,164	170,250	170,250	112,559
403-461	Consulting Services	13,537	7,453	46,659	65,200	55,814	60,270
403-463	Auditing Services	12,233	12,628	12,990	13,411	11,686	11,920
403-464	Engineering Services	95,495	67,550	118,449	159,991	91,991	117,500
403-469	Testing Services	26,443	28,630	43,193	36,955	31,500	38,220
403-470	Binding & Printing	17,391	20,086	17,169	21,000	20,500	21,000
403-471	Schools / Conferences / Meetings	2,856	2,340	4,391	9,904	7,950	9,954
403-472	Transportation	341	279	283	-	-	-
403-482	JAWA Operating Costs	1,226,087	1,279,263	1,036,227	1,007,880	994,647	1,077,501
403-489	IEPA Discharge Fee	17,500	17,500	20,000	17,500	20,000	20,000
403-493	Depreciation Expense	933,024	1,033,905	946,621	-	980,000	-
403-497	JAWA Fixed Costs	3,436,232	3,546,392	3,890,856	3,773,298	3,850,000	3,909,380
403-499	Miscellaneous Expense	50,760	68,110	71,907	26,650	25,890	21,958
<b>Total Contractual Services</b>		<b>7,502,137</b>	<b>7,783,717</b>	<b>8,071,262</b>	<b>7,372,620</b>	<b>8,286,197</b>	<b>7,188,863</b>
411-418	Interest Principal - IEPA Loan	346,541	232,911	114,319	36,694	36,692	-
411-421	Interest Interest - IEPA Loan	15,290	6,750	3,219	482	482	-
<b>Total Debt Services</b>		<b>361,831</b>	<b>239,661</b>	<b>117,538</b>	<b>37,176</b>	<b>37,174</b>	<b>-</b>
412-401	General	-	(285,303)	-	-	-	-
412-431	General Capital Outlay	76,000	100,000	-	-	-	-
<b>Total Interfund Transfers</b>		<b>76,000</b>	<b>(185,303)</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
413-421	Buildings	13,680	33,600	-	-	-	-
413-443	Other Equipment	230,155	87,069	270,439	172,400	172,400	90,000
413-461	Sewer Treatment Plant	-	-	-	-	-	47,500
413-462	Sewer Lines	304,243	236,032	187,825	305,001	305,001	315,000
413-472	Water Mains	231,634	270,159	593,692	996,503	996,503	750,000
413-473	Water Wells	-	-	-	-	-	515,000
<b>Total Capital Outlay</b>		<b>779,712</b>	<b>626,860</b>	<b>1,051,956</b>	<b>1,473,904</b>	<b>1,473,904</b>	<b>1,717,500</b>
<b>Total Expenditures and Other Financing Uses</b>		<b>\$ 12,486,311</b>	<b>\$ 12,725,552</b>	<b>\$ 12,610,070</b>	<b>\$ 12,395,012</b>	<b>\$ 13,289,480</b>	<b>\$ 12,395,039</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
 Expenditure Budget Summary by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
5010 Administration	\$ 2,120,374	\$ 2,428,297	\$ 1,967,615	\$ 2,190,687	\$ 2,158,581	\$ 2,267,151
5020 Water Treatment	4,163,184	4,238,187	4,895,435	4,833,109	4,785,618	5,132,767
5030 Water Maintenance	914,415	1,028,464	1,285,231	1,686,777	1,700,417	1,397,731
5040 Water Meter Operations	285,255	280,997	227,155	262,524	273,324	272,543
5050 Sewage Treatment	1,495,685	1,445,564	1,346,729	1,441,786	1,430,946	1,323,594
5060 Sewer Maintenance	910,455	936,517	787,521	935,073	928,773	923,752
5070 Depreciation/Debt Service	2,596,942	2,367,526	2,100,386	1,045,056	2,011,821	1,077,501
Total Water and Sewer Fund	<u>\$ 12,486,311</u>	<u>\$ 12,725,552</u>	<u>\$ 12,610,070</u>	<u>\$ 12,395,012</u>	<u>\$ 13,289,480</u>	<u>\$ 12,395,039</u>



**PURPOSE STATEMENT**

Coordinate the financial activity of the Water and Sewer Fund under the direction of the Village Manager.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Director of Finance is responsible for the financial administration of the Water and Sewer Fund. The duties of this department include billing residents for water and sewer services on a bimonthly basis, collections and maintenance of customer account records. The department also handles customer inquiries regarding water and sewer accounts.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Number of Water Bills:					
Original Bills	62,540	62,785	94,929	128,766	129,042
First Late Notice	17,746	17,729	18,564	-	-
Second Late Notice	7,701	9,035	-	-	-
Termination Notice	-	-	8,650	24,366	21,791
Turn Offs	812	864	2799	1,139	1,080
Final Bills	1,688	1,385	1,489	1,119	802
Work Order Requested	7,137	5,884	4,604	1,977	1,365

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #1: Financial Health**

- ✓ Continued to audit customers water and sewer accounts.  
*Ongoing. Staff will continue to audit customer accounts for zero consumption, theft of water, stuck meters and inactive accounts. Staff will run a report and review all property meter sizes and make sure customers are accurately billed.*

**Strategic Plan Goal #4: Community Image & Identity**

- ✓ Continued to evaluate technology options to enhance efficiency and services.  
*Ongoing. Finance and IT Department will explore New World System capabilities in Water billing invoice and notification via email.*

**Strategic Plan Goal #5: Effective Governance**

- ✓ Continued to expand knowledge by attending training and seminars.  
*Ongoing. Staff to continue training on providing good customer service. Continue to learn the New World System software and improve knowledge and skills in providing optimum quality services.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Continue to audit customers water and sewer accounts.  
*Ongoing. Staff will continue to audit customer accounts for zero consumption, theft of water, stuck meters and inactive accounts. Staff will run a report and review all property meter sizes and make sure customers are accurately billed.*

### Strategic Plan Goal #4: Community Image & Identity

1. Continue to evaluate technology options to enhance efficiency and services.  
*Ongoing. Finance and IT Department will explore New World System capabilities in Water billing invoice and notification via email.*

### Strategic Plan Goal #5: Effective Governance

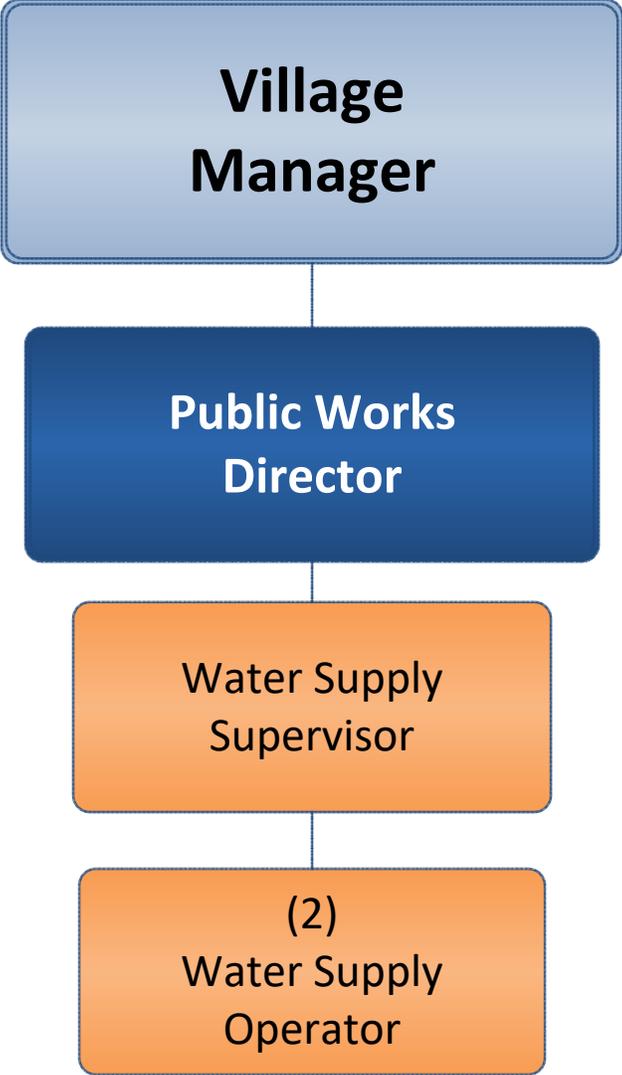
1. Continue to expand knowledge by attending training and seminars.  
*Ongoing. Staff to continue training on providing good customer service. Continue to learn the New World System software and improve knowledge and skills in providing optimum quality services.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5010 - Water & Sewer Administration

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures</b>							
401-411	Salaries - Regular	\$ 879,988	\$ 945,944	\$ 917,528	\$ 982,385	\$ 974,879	\$ 998,385
401-412	Salaries - Part - Time	-	2,104	1,422	12,854	7,000	5,000
401-421	Overtime Compensation	35,905	7,032	20,513	15,275	20,500	20,400
401-441	State Retirement	368,226	129,614	122,813	104,850	119,090	127,097
401-442	Social Security	68,488	71,042	68,924	84,944	78,657	79,340
401-444	Employee Insurance	134,798	144,415	166,655	196,284	178,183	181,970
401-446	Unemployment Compensation	1,291	1,831	1,927	1,000	500	1,000
401-450	OPEB	14,152	12,776	(60,853)	17,000	17,000	17,000
401-451	Comp. Abs & IMRF (GLTD)	-	385,028	136,123	-	-	-
<b>Total Personnel Services</b>		<b>1,502,849</b>	<b>1,699,785</b>	<b>1,375,053</b>	<b>1,414,592</b>	<b>1,395,809</b>	<b>1,430,192</b>
402-411	Office Supplies	277	345	87	500	250	500
402-413	Memberships / Subscriptions	5,230	3,838	3,951	3,895	3,951	3,951
402-499	Miscellaneous Expense	(1)	-	-	-	-	-
<b>Total Commodities</b>		<b>5,506</b>	<b>4,183</b>	<b>4,038</b>	<b>4,395</b>	<b>4,201</b>	<b>4,451</b>
403-411	Telephone	37,415	27,941	28,559	28,682	30,000	31,497
403-412	Postage	41,837	62,185	53,374	67,868	60,000	66,000
403-421	Liability Insurance Program	338,658	421,927	263,727	429,948	437,294	507,434
403-436	Maintenance Agreements	73,853	81,459	69,377	86,968	86,000	87,653
403-451	Equipment Rentals	6,336	8,009	8,176	8,050	7,500	7,389
403-456	IT Equipment Maint. & Replacement	20,000	20,000	22,006	29,687	29,687	23,101
403-461	Consulting Services	13,537	1,627	41,094	59,000	49,614	54,070
403-463	Auditing Services	12,233	12,628	12,990	13,411	11,686	11,920
403-470	Binding & Printing	17,391	20,086	17,169	21,000	20,500	21,000
403-471	Schools / Conferences / Meetings	-	325	115	436	400	486
403-472	Transportation	-	30	30	-	-	-
403-499	Miscellaneous Expense	50,760	68,110	71,907	26,650	25,890	21,958
<b>Total Contractual Services</b>		<b>612,020</b>	<b>724,328</b>	<b>588,524</b>	<b>771,700</b>	<b>758,571</b>	<b>832,508</b>
<b>Total Water &amp; Sewer Administration</b>		<b>\$ 2,120,374</b>	<b>\$ 2,428,297</b>	<b>\$ 1,967,615</b>	<b>\$ 2,190,687</b>	<b>\$ 2,158,581</b>	<b>\$ 2,267,151</b>



### **PURPOSE STATEMENT**

The goal of Water Treatment is to provide water of adequate quantity and quality that is free of health hazards and aesthetically acceptable for household, commercial and industrial use at a reasonable cost.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

To meet all applicable water quality and testing standards. To monitor all plant operations and perform routine and preventative maintenance on pumping equipment. To schedule major repairs for water treatment facilities.

To monitor source of supply for future requirements of the community.

To contact outside contractor or consulting engineer services for major repairs, upgrading and maintenance of the treatment system.

To research possible system improvements and advise management of alternatives for improved service.

To keep informed of changing standards and new processes in water treatment techniques and equipment.

To complete annual Consumer Confidence Report.

To oversee the Village's Backflow Preventer Certification program.

To stay in compliance with Environmental Protection Agency Safe Drinking Water Act rules and regulations.

To provide all drinking water reports to the Illinois Environmental Protection Agency.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Schick Road Pumping Station.  
*To be Completed. Third quarter. Rehab Schick Road Pumping Station ground storage reservoir.*

#### **Strategic Plan Goal #4: Community Image & Identity**

- ✓ Continued to improve appearance at Well sites.  
*Ongoing. Continually need to make improvements to aging structures. FY'19 improvements included plant materials, as well as painting.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Raw well pump to waste modifications.  
*Fourth quarter. Raw well pump to waste modifications at Well #3 & #6, 6800 Longmeadow Lane.*
2. Review of electrical and controls.  
*Third quarter. Complete review of electric power and controls at the Schick Road Pump Station.*

### Strategic Plan Goal #4: Community Image & Identity

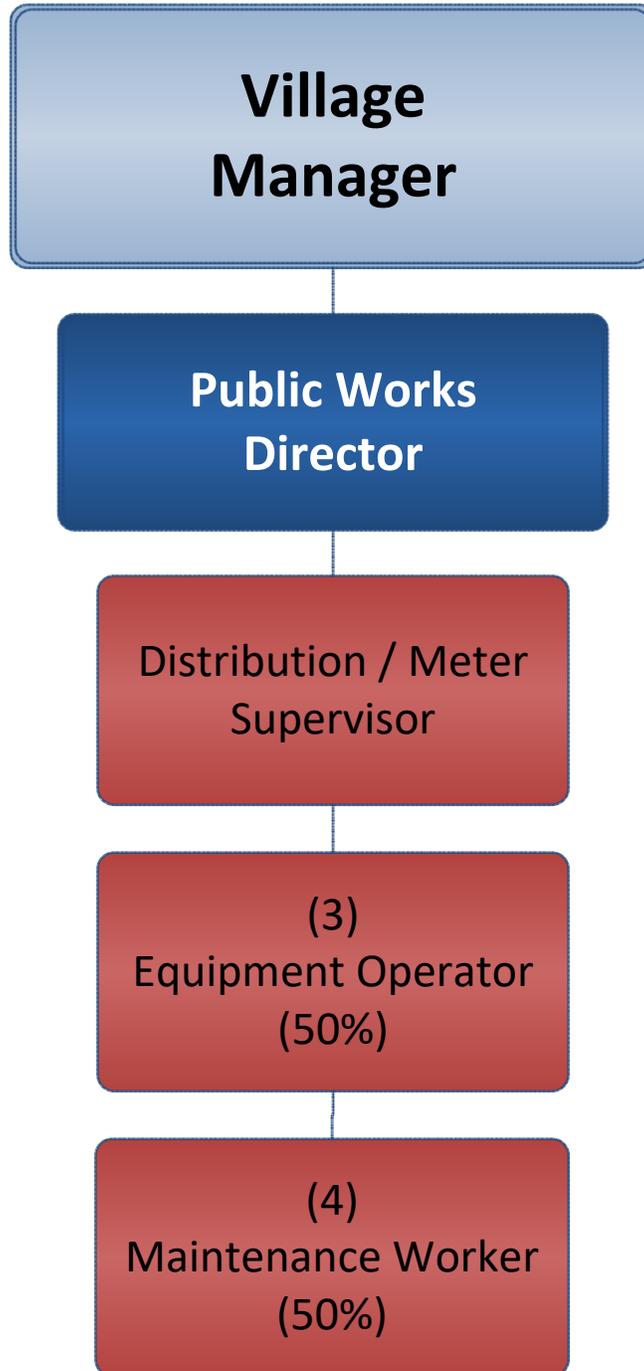
1. Continued to improve appearance at Well sites.  
*Ongoing. Continually need to make improvements to aging structures. FY'20 improvements included plant materials, as well as painting.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 235,958	\$ 264,653	\$ 247,835	\$ 246,820	\$ 246,820	\$ 249,476
401-421	Overtime Compensation	31,449	31,102	33,297	24,050	24,050	24,050
401-428	On Call Premium Pay	6,021	6,021	5,926	6,462	6,462	6,462
401-441	State Retirement	115,111	40,441	37,020	27,629	27,629	33,562
401-442	Social Security	20,501	22,757	21,747	20,722	20,722	20,925
401-444	Employee Insurance	23,495	28,728	34,703	37,968	37,968	32,856
401-451	Comp. Abs & IMRF (GLTD)	-	79,015	6,408	-	-	-
Total Personnel Services		<u>432,535</u>	<u>472,716</u>	<u>386,937</u>	<u>363,651</u>	<u>363,651</u>	<u>367,331</u>
402-411	Office Supplies	223	183	313	250	250	264
402-413	Memberships / Subscriptions	288	185	100	230	100	230
402-414	Books / Publications / Maps	127	-	-	-	-	-
402-426	Bulk Chemicals	2,327	893	409	1,460	800	800
402-427	Materials & Supplies	6,060	10,199	9,236	9,408	9,408	19,828
402-431	Uniforms	97	453	957	1,000	900	800
402-433	Safety & Protective Equipment	2,063	1,077	4,030	4,000	2,200	4,083
402-434	Small Tools	35	-	101	-	-	-
Total Commodities		<u>11,219</u>	<u>12,989</u>	<u>15,146</u>	<u>16,348</u>	<u>13,658</u>	<u>26,005</u>
403-411	Telephone	13,509	9,450	9,696	6,750	6,750	7,500
403-412	Postage	134	312	331	350	350	350
403-413	Light & Power	68,874	72,717	62,505	85,000	75,000	85,000
403-414	Natural Gas	4,924	5,248	6,506	7,430	7,800	8,545
403-434	M & R - Buildings	36,493	11,248	7,661	43,500	43,500	10,500
403-436	Maintenance Agreements	14,290	13,367	10,163	19,705	19,705	15,296
403-437	M & R - Other Equipment	4,288	3,767	8,145	10,000	7,000	8,000
403-443	M & R - Wells	12,793	4,895	350	13,500	1,000	8,000
403-445	M & R - Water Storage Tanks	5,030	12,315	314,680	326,400	302,900	10,400
403-452	Vehicle Maintenance & Replacement	9,687	14,722	12,847	12,166	12,166	11,944
403-456	IT Equipment Maint. & Replacement	20,000	20,000	20,757	28,438	28,438	18,178
403-464	Engineering Services	6,950	25,968	27,178	108,000	40,000	85,000
403-469	Testing Services	7,218	10,349	20,884	14,955	9,500	15,220
403-471	Schools / Conferences / Meetings	90	1,485	1,359	3,618	1,700	3,618
403-472	Transportation	-	248	253	-	-	-
403-489	IEPA Discharge Fee	-	-	2,500	-	2,500	2,500
403-497	JAWA Fixed Costs	3,436,232	3,546,392	3,890,856	3,773,298	3,850,000	3,909,380
Total Contractual Services		<u>3,640,512</u>	<u>3,752,481</u>	<u>4,396,671</u>	<u>4,453,110</u>	<u>4,408,309</u>	<u>4,199,431</u>
413-443	Other Equipment	78,918	-	96,681	-	-	25,000
413-473	Water Wells	-	-	-	-	-	515,000
Total Capital Outlay		<u>78,918</u>	<u>-</u>	<u>96,681</u>	<u>-</u>	<u>-</u>	<u>540,000</u>
Total Water Treatment		<u>\$ 4,163,184</u>	<u>\$ 4,238,187</u>	<u>\$ 4,895,435</u>	<u>\$ 4,833,109</u>	<u>\$ 4,785,618</u>	<u>\$ 5,132,767</u>



**PURPOSE STATEMENT**

To provide an adequate measure of potable water for consumption by our residents, as well as continuing supply for the Fire Department’s use in the protection of life and property.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Provide maintenance on the Village’s water distribution system, including the following operations:

- Repair water main breaks and repair fire hydrants.
- Emergency repair of b-boxes for breakage, leaking, etc.
- Emergency repair of water distribution valves.
- Evaluate the water system for installation of new distribution valves to reduce the number of homes that must be shut off during main breaks.
- Annual fire hydrant flushing of 1,484 hydrants.
- Yard restoration after a dig-up, water main break, sewer repair, b-box, valves, etc.
- Locate and exercise water distribution valves.
- JULIE location of Village underground utilities.
- Assist other Public Works Departments as needed - snow plowing, brush pickup, etc.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Miles of Water Mains	112.35	112.43	112.43	119.14	119.14
Number of Fire Hydrants	1,475	1,482	1,483	1,484	1,484
Number of System Valves	1,530	1,538	1,538	1,540	1,540
B-Box (clean, locate, repair)	44	207	105	197	346
Gate/Auxiliary Valves (clean, locate, repair)	9	23	6	28	114
Water Main Breaks	43	41	55	63	80
JULIE Locates	2,388	4,032	4,728	3,891	4,048
B-Box – Installation	1	1	12	15	8
Hydrants Flushed	1,599	1,575	2,268	1,546	1,558
Hydrants Painted	0	0	0	35	3
Hydrants Repaired	42	66	57	92	42
Yard Preparation – hours	552	649	899	545	696
Yard Repairs - Square Yards	22,632	4,138	8,533	15,335	4,253

## 2019 ACCOMPLISHMENTS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Water Main Replacement
    - Cook County:
      - 730 Feet – East Avenue (Valve #746 – Valve #734)
      - 1,636 Feet – Countryside Drive and Orchard Lane (Between Hydrant #1157 and #1115)
- To be Completed. Third Quarter. Replacement of water mains due to severe deterioration and numerous water main breaks on these lines.

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Water Main Replacement
    - Cook County:
      - 500 Feet – Hollywood Avenue (Briarwood Avenue to east of Jonquil Terrace)
      - 700 Feet – Thornwood Street (Hollywood Avenue to Briarwood Avenue)
      - 400 Feet – Rosewood Street (Tanglewood Avenue to Greenwood Avenue)
      - 300 Feet – Hanover Street (Greenwood Avenue to Laurel Avenue)
- Fourth Quarter. Replacement of water mains due to severe deterioration and numerous water main breaks on these lines. These replacements will be coordinated with roadway construction projects and are subject to change.

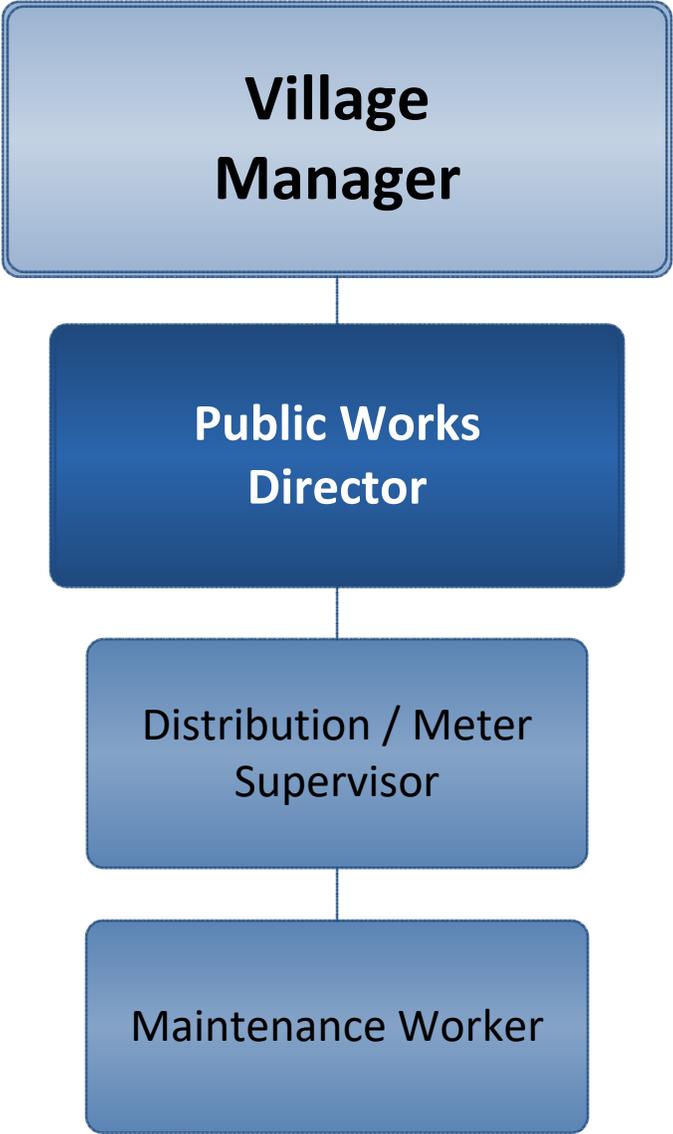
VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5030 - Water Maintenance

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 195,610	\$ 212,979	\$ 192,164	\$ 224,279	\$ 224,279	\$ 214,539
401-412	Salaries - Part - Time	-	2,464	5,803	7,200	7,200	8,640
401-421	Overtime Compensation	31,666	24,350	34,142	30,000	30,000	30,000
401-428	On Call Premium Pay	3,094	3,952	2,760	2,200	2,200	2,200
401-441	State Retirement	85,741	32,429	29,622	30,072	30,072	33,942
401-442	Social Security	17,595	18,307	17,803	20,372	20,372	19,368
401-444	Employee Insurance	37,949	47,916	44,226	41,864	41,864	47,880
401-451	Comp. Abs & IMRF (GLTD)	-	143,151	(27,261)	-	-	-
Total Personnel Services		<u>371,655</u>	<u>485,548</u>	<u>299,259</u>	<u>355,987</u>	<u>355,987</u>	<u>356,569</u>
402-413	Memberships / Subscriptions	-	212	190	130	190	65
402-427	Materials & Supplies	77,026	68,385	93,774	58,395	58,395	60,495
402-431	Uniforms	749	848	1,948	1,500	1,500	1,500
402-433	Safety & Protective Equipment	1,224	994	609	1,115	1,115	1,315
402-434	Small Tools	2,097	1,882	3,101	2,000	2,000	2,000
Total Commodities		<u>81,097</u>	<u>72,320</u>	<u>99,622</u>	<u>63,140</u>	<u>63,200</u>	<u>65,375</u>
403-435	M & R - Streets & Bridges	24,244	9,226	-	20,000	20,000	10,000
403-437	M & R - Other Equipment	-	85	40	400	400	300
403-444	M & R - Water Mains	40,305	29,665	33,108	28,500	42,000	28,500
403-451	Equipment Rentals	974	-	-	640	720	640
403-452	Vehicle Maintenance & Replacement	137,827	129,372	144,397	151,576	151,576	151,576
403-456	IT Equipment Maint. & Replacement	20,000	20,000	20,350	28,031	28,031	17,771
403-461	Consulting Services	-	5,826	5,565	6,200	6,200	6,200
403-464	Engineering Services	-	-	74,876	25,000	25,000	-
403-469	Testing Services	6,552	6,180	12,182	7,000	7,000	7,000
403-471	Schools / Conferences / Meetings	128	84	2,140	3,800	3,800	3,800
Total Contractual Services		<u>230,030</u>	<u>200,438</u>	<u>292,657</u>	<u>271,147</u>	<u>284,727</u>	<u>225,787</u>
413-472	Water Mains	231,634	270,159	593,692	996,503	996,503	750,000
Total Capital Outlay		<u>231,634</u>	<u>270,159</u>	<u>593,692</u>	<u>996,503</u>	<u>996,503</u>	<u>750,000</u>
Total Water Maintenance		<u>\$ 914,415</u>	<u>\$ 1,028,464</u>	<u>\$ 1,285,231</u>	<u>\$ 1,686,777</u>	<u>\$ 1,700,417</u>	<u>\$ 1,397,731</u>

# 5040 – Water Meter Operations



**PURPOSE STATEMENT**

Operate the Water Meter Operations Division effectively; attain complete meter registration accuracy on all accounts; improve the relationship between the consumer and the Village and to improve upon the interrelationship with the Finance Department.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Billing Department:

- A. Final read - move outs, hang deposit tag
- B. Turn water on/off
- C. Meter checks - high water bill
- D. Meter leaking
- E. No water - frozen service/low pressure
- F. Hang red tags for delinquent promissory note or NSF check

Monthly meter reading.

Water turn off for nonpayment of bill.

Water off/on at resident's request for repair of plumbing, etc.

Final inspections - seal new meters, install R900 system, inspect meter and b-box for new construction as needed.

Meter reading system repairs - repairs to meters that do not read during billing cycle, cable chewed by dogs, new siding, meter stopped working, etc.

Test water meters for high bills.

Replace frozen/broken water meters.

To assist in repair of water main breaks, sanitary sewer backups and other work related to the Water and Sewer Department.

Disassemble, clean, assemble and test reconditioned meters.

Assist other Public Works Divisions as needed - snow plowing, brush pickup, etc.

<b>PERFORMANCE ACTIVITIES AND MEASURES</b>					
<b>Description of Measurement</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>
Water Meters Read	63,655	69,239	118,313	143,013	157,217
Water Meters Replaced (5/8 x 3/4)	56	102	125	136	39
Water Meter Service Requests	6,862	6,723	3,511	3,097	5,829
Water Turn On/Off	3,138	2,815	2,310	2,334	3,073
Install R900 Radios	224	186	255	245	540
Meter Repair/Cable/Register/Reseal Meter	222	253	101	119	207
Meter Checks - High Water Bill	241	206	130	3	1

Description of Measurement	2014	2015	2016	2017	2018
Meter Leaking	35	10	37	12	0
Meters Tested	278	162	44	34	1
Meters Tested/High Billing	15	7	5	0	0
No Water - Frozen Service/Low Pressure	10	2	4	5	6
Replace Meters - Frozen/Broken Bottom	59	8	8	27	1
Replace Meters - Test/High Bill	4	1	2	0	0
Seal New Meters/Install RF900-New Construction	28	26	0	0	6
Service Status	1,094	648	327	241	376
Tags – Red	77	2	425	123	67
Tags - Service/Deposit	2,173	1,773	1,008	381	264
Tags - Theft of Service	50	76	320	198	69

### 2019 ACCOMPLISHMENTS

#### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Installed meters and radios in new construction.  
*Ongoing. First through fourth quarters. New construction and renovations are always taking place.*
- ✓ Continued improving the efficiency and accuracy of the entire water meter testing process for high bill, etc.  
*Ongoing. First through fourth quarters. Always testing and maintaining water meters for accuracy.*
- ✓ Improved the efficiency of the customer service request process.  
*Ongoing. First through fourth quarters. Continually trying to improve service to residents.*
- ✓ Replace older water meters and install fixed network meter reading system.  
*Not completed. First through four quarters. To improve billing accuracy. This project was moved to FY21.*

### 2020 BUDGET GOALS

#### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

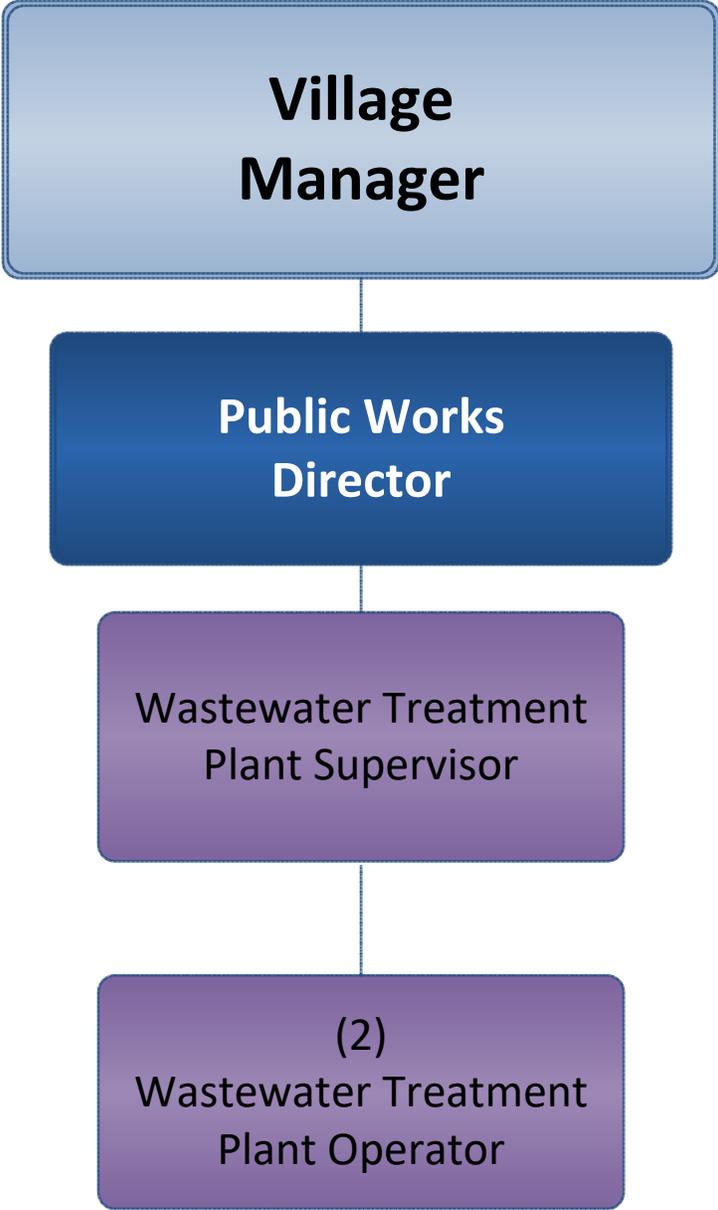
1. Install meters and radios in new construction.  
*Ongoing. First through fourth quarters. New construction and renovations are always taking place.*
2. Continue improving the efficiency and accuracy of the entire water meter testing process for high bill, etc.  
*Ongoing. First through fourth quarters. Always testing and maintaining water meters for accuracy.*
3. Improve the efficiency of the customer service request process.  
*Ongoing. First through fourth quarters. Continually trying to improve service to residents.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5040 - Water Meter Operations

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 110,186	\$ 96,473	\$ 101,607	\$ 102,234	\$ 102,234	\$ 105,474
401-421	Overtime Compensation	9,515	10,941	15,619	11,000	20,000	11,000
401-428	On Call Premium Pay	3,117	1,513	3,569	2,200	4,000	2,200
401-441	State Retirement	46,656	14,463	15,554	11,550	11,550	14,290
401-442	Social Security	9,298	8,070	8,973	8,663	8,663	8,911
401-444	Employee Insurance	19,627	24,828	27,812	27,867	27,867	26,918
401-451	Comp. Abs & IMRF (GLTD)	-	38,626	(30,122)	-	-	-
Total Personnel Services		<u>198,399</u>	<u>194,914</u>	<u>143,012</u>	<u>163,514</u>	<u>174,314</u>	<u>168,793</u>
402-411	Office Supplies	50	768	136	300	300	300
402-413	Memberships / Subscriptions	155	160	165	270	270	270
402-427	Materials & Supplies	31,214	33,876	41,969	43,243	43,243	43,243
402-431	Uniforms	160	810	549	600	600	600
402-433	Safety & Protective Equipment	110	263	310	442	442	442
402-434	Small Tools	97	-	-	-	-	-
402-437	Resale Merchandise	1,570	-	-	-	-	-
Total Commodities		<u>33,356</u>	<u>35,878</u>	<u>43,129</u>	<u>44,855</u>	<u>44,855</u>	<u>44,855</u>
403-411	Telephone	189	-	-	-	-	-
403-436	Maintenance Agreements	-	-	-	3,150	3,150	3,150
403-446	M & R - Water Meters	5,760	13,930	-	2,000	2,000	2,000
403-452	Vehicle Maintenance & Replacement	21,192	16,274	20,274	20,580	20,580	20,580
403-456	IT Equipment Maint. & Replacement	20,000	20,000	20,594	28,275	28,275	18,015
403-471	Schools / Conferences / Meetings	-	-	146	150	150	150
Total Contractual Services		<u>47,141</u>	<u>50,204</u>	<u>41,014</u>	<u>54,155</u>	<u>54,155</u>	<u>43,895</u>
413-443	Other Equipment	6,360	-	-	-	-	15,000
Total Capital Outlay		<u>6,360</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>15,000</u>
Total Water Meter Operations		<u>\$ 285,255</u>	<u>\$ 280,997</u>	<u>\$ 227,155</u>	<u>\$ 262,524</u>	<u>\$ 273,324</u>	<u>\$ 272,543</u>



### **PURPOSE STATEMENT**

The primary goal is to protect the receiving stream water quality by continuous and efficient plant performance and produce a quality effluent that meets the parameters set forth by the Federal and State Environmental Protection Agencies. Also, to continue the practice of high safety work methods.

To keep operational problems to a minimum, to operate at maximum efficiency, and to maintain a safe, neat, and clean plant appearance.

In the field of public relations, to explain the purpose and operations of the treatment plant to visitors, civic organizations, and school classes.

### **DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

The Sewage Treatment Plant treats all wastewater from the Hanover Park community for properties lying in DuPage County. We must maintain and keep lift stations running; filters, blowers, pumps and motors in good operating condition. We inspect, observe, and record conditions and make calculations to determine the plant is working effectively.

To provide the necessary maintenance needs to assure continuous effective operations of the plant through a preventative maintenance program. To perform all necessary laboratory testing, analyze results, and make all necessary adjustments to keep the treatment plant in compliance.

To operate an efficient and cost-effective biosolids management program and comply with all Federal and State biosolids regulations.

### **2019 ACCOMPLISHMENTS**

#### **Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Phosphorous monitoring at STP 1.  
*Ongoing. Need to continue monitoring per the Baxter Woodman Engineering Final Report on Phosphorous Reduction per the N.P.D.E.S. permit requirement.*
- ✓ Install three new pumps at the Bayside Lift Station.  
*Completed. Third quarter. The Bayside Lift Station transfers wastewater from the south end of town via a 16-inch force main. These pumps were installed in 1997 and are currently 21 years old. The dependability of these pumps is critical. Three new pumps have been installed.*
- ✓ Improve STP 1 treatment process to reduce phosphorus limits per N.P.D.E.S. Permit requirements.  
*Ongoing. The Environmental Protection Agency requires us to try different modes of operation to reduce phosphorous. This year we will work with different modes of operation within the plant to improve the phosphorous reduction without any capital improvements. This is an ongoing process.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Phosphorous monitoring at STP 1.  
*Ongoing. Need to continue monitoring per the Baxter Woodman Engineering Final Report on Phosphorous Reduction per the N.P.D.E.S. permit requirement.*
2. Paint Clarifiers.  
*Third quarter. Paint and maintain interior of clarifiers for prolonged operation.*

### Strategic Plan Goal #5: Effective Governance

1. Cartegraph System.  
*First through Fourth quarters. Utilize Cartegraph to optimize our planning, organization and record keeping.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

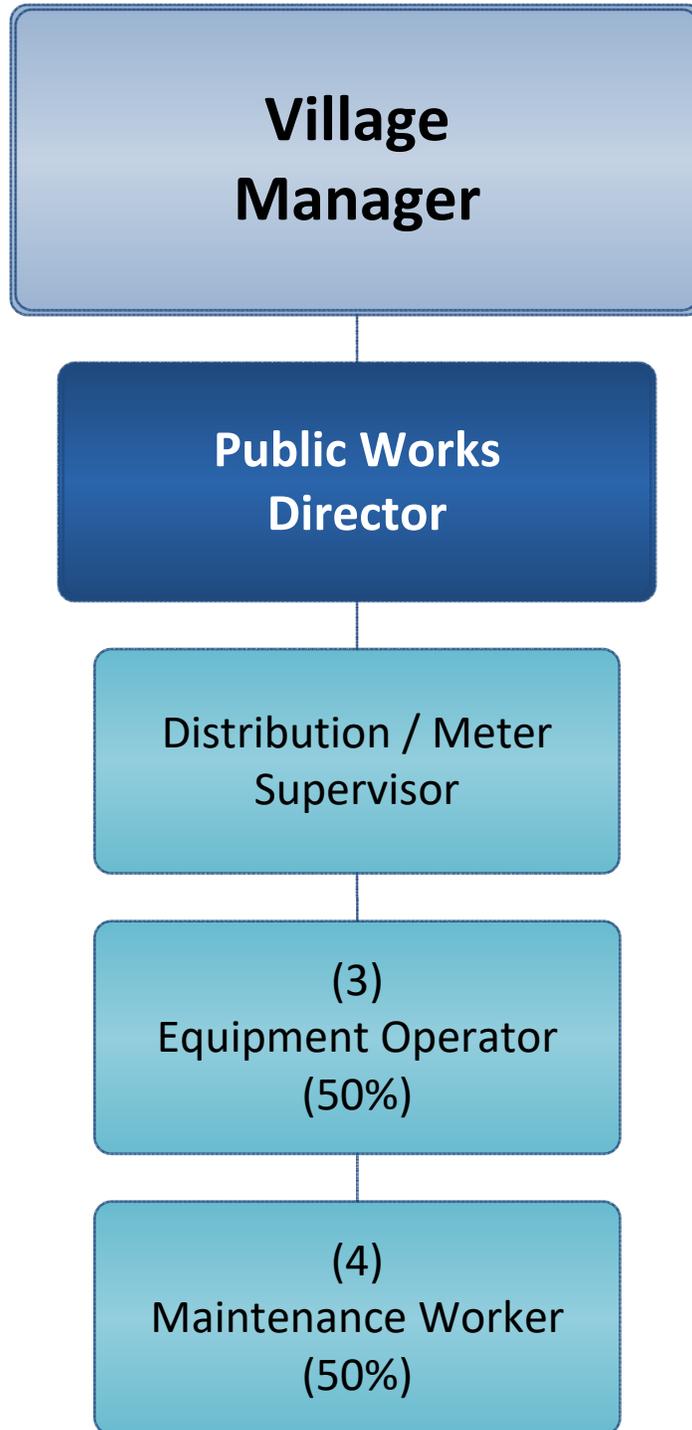
Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 356,003	\$ 357,275	\$ 365,995	\$ 378,507	\$ 378,507	\$ 347,450
401-412	Salaries - Part - Time	-	-	-	5,000	-	5,000
401-421	Overtime Compensation	32,817	34,854	34,170	32,173	32,173	25,000
401-428	On Call Premium Pay	6,182	6,200	6,250	6,240	6,240	6,240
401-441	State Retirement	171,325	53,835	52,341	41,889	41,889	46,580
401-442	Social Security	30,337	29,901	30,012	31,417	31,417	29,041
401-444	Employee Insurance	74,310	91,563	114,561	118,393	118,393	114,756
401-451	Comp. Abs & IMRF (GLTD)	-	166,370	1,204	-	-	-
Total Personnel Services		670,973	739,997	604,534	613,619	608,619	574,067
402-411	Office Supplies	217	398	613	400	400	400
402-413	Memberships / Subscriptions	23,054	32,501	33,535	49,879	49,879	50,966
402-421	Gasoline & Lube	359	946	312	500	500	500
402-426	Bulk Chemicals	9,937	5,545	6,408	10,000	10,000	8,000
402-427	Materials & Supplies	21,762	22,176	23,491	25,000	25,000	25,000
402-428	Cleaning Supplies	446	1,065	665	1,000	1,000	1,000
402-431	Uniforms	489	496	799	1,200	1,200	800
402-433	Safety & Protective Equipment	884	1,238	1,154	1,133	1,133	1,133
402-434	Small Tools	162	195	192	200	200	200
Total Commodities		57,308	64,560	67,170	89,312	89,312	87,999
403-411	Telephone	21,693	18,639	19,298	17,096	17,096	19,606
403-412	Postage	71	85	66	150	150	150
403-413	Light & Power	140,580	138,261	143,859	151,840	146,000	151,840
403-414	Natural Gas	2,442	2,867	3,414	4,130	4,130	4,749
403-434	M & R - Buildings	9,670	6,188	7,956	10,795	10,795	10,795
403-436	Maintenance Agreements	-	2,351	1,292	11,500	11,500	11,500
403-441	M & R - Sewer Treatment Plant	47,320	55,476	46,759	60,000	60,000	60,000
403-442	M & R - Sewer Lines	12,762	12,823	12,680	15,000	15,000	12,000
403-451	Equipment Rentals	204,233	171,645	167,705	170,000	170,000	171,000
403-452	Vehicle Maintenance & Replacement	28,680	26,379	33,679	37,365	37,365	37,365
403-456	IT Equipment Maint. & Replacement	20,000	20,000	20,107	27,788	27,788	17,723
403-464	Engineering Services	88,545	35,577	16,395	26,991	26,991	32,500
403-469	Testing Services	12,673	12,101	10,128	15,000	15,000	16,000
403-471	Schools / Conferences / Meetings	2,336	447	431	1,300	1,300	1,300
403-472	Transportation	341	-	-	-	-	-
403-489	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500	17,500
Total Contractual Services		608,848	520,339	501,268	566,455	560,615	564,028

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment - Continued

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures (Continued)							
413-421	Buildings	13,680	33,600	-	-	-	-
413-443	Other Equipment	144,877	87,069	173,758	172,400	172,400	50,000
413-461	Sewage Treatment Plant	-	-	-	-	-	47,500
Total Capital Outlay		<u>158,557</u>	<u>120,669</u>	<u>173,758</u>	<u>172,400</u>	<u>172,400</u>	<u>97,500</u>
Total Sewage Treatment		<u>\$ 1,495,685</u>	<u>\$ 1,445,564</u>	<u>\$ 1,346,729</u>	<u>\$ 1,441,786</u>	<u>\$ 1,430,946</u>	<u>\$ 1,323,594</u>





**PURPOSE STATEMENT**

To ensure a healthy environment for the residents of Hanover Park by maintaining the Village's sanitary sewer system in a clean, free-flowing condition for conveyance to the treatment facility.

**DESCRIPTION OF DEPARTMENTAL FUNCTIONS**

Provide maintenance of the Village's sanitary sewer collection system, including the following operations:

- Respond to residents' complaints about sewer backups.
- Annual preventative maintenance of sanitary sewers (jetting/root cutting) in Cook County, consisting of 222,233 feet or 41.9 miles. Additionally, bi-annual preventative maintenance of sanitary sewers in DuPage County consisting of 275,300 feet or 52.14 miles including inspection of manhole conditions.
- Emergency dig up due to complete blockage of roots or collapsed section of sewer main.
- Repair or reconstruct sanitary sewer manhole due to deteriorating condition, as needed.
- Visual inspection of sewer lines using portable television camera and monitor, as needed, when problems occur during preventative maintenance; and to assist residents to determine responsibility of sewer problem.
- Assist other Public Works Divisions as needed – snow plowing, brush pickup, etc.

**PERFORMANCE ACTIVITIES AND MEASURES**

Description of Measurement	2014	2015	2016	2017	2018
Miles of Sanitary Sewers	93.8	94.03	94.03	93.79	93.79
Number of Manholes	2,348	2,353	2,353	2,353	2,353
Sanitary Sewer Backups	11	23	7	7	7
Sanitary Sewer Backup – Possible	23	28	11	51	42
Sanitary Sewer Inspections	863	3,528	1,381	1,636	1,148
Sanitary Sewer PM Root Cut/Jet (in. ft.)	49,076	413,787	366,324	320,778	173,524
Sanitary Sewer Televising (ft.)	600	20,831	54,051	27,692	1,082
Sanitary Sewer Repair – Each	1	2	4	2	8

**2019 ACCOMPLISHMENTS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

- ✓ Sanitary sewer jetting.  
*Ongoing. Fourth quarter. Perform sewer jetting to minimize residential service interruptions.*
- ✓ Continue televising Cook County sanitary sewers to evaluate the rehab priorities.  
*Ongoing. Fourth quarter. Televising helps to evaluate the condition of the sanitary sewer mains.*

- ✓ Determine locations and severity of infiltration entering into the sanitary system.  
*Ongoing. Fourth quarter. An ongoing process to determine locations that need repair.*
  
- ✓ Reline sanitary sewers in Cook County. Locations to be determined.  
*Ongoing. Fourth quarter. Relining is a process in which a plastic material is inserted into the pipe to fill any severe cracks or separations.*

**Additional Accomplishments**

Sanitary Sewer Improvement Program

<b>Televising of Sanitary Sewer Lines Completed by Calendar Year (feet)</b>		<b>Relining of Sanitary Sewer Lines Completed by Calendar Year (feet)</b>	
2012	26,089	2012	2,512
2013	1,315	2013	2,338
2014	600	2014	0**
2014B	19,191	2014B	0**
2015	20,831	2015	0**
2016	54,051	2016	0**
2017	27,692	2017	1,921
2018	1,082	2018	2,726
Total:	754,831 feet or 142.960 Miles	Total:	64,368 feet or 12.190 Miles

\*No televising due to loss of vehicle.

\*\*Postponed due to sanitary sewer force main collapse. Funding held back due to unknown cost of force main evaluation.

**2020 BUDGET GOALS**

**Strategic Plan Goal #3: Maintain and Enhance Infrastructure**

1. Sanitary sewer jetting.  
*Ongoing. Fourth quarter. Perform sewer jetting to minimize residential service interruptions.*
  
2. Continue televising Cook County sanitary sewers to evaluate the rehab priorities.  
*Ongoing. Fourth quarter. Televising helps to evaluate the condition of the sanitary sewer mains.*
  
3. Determine locations and severity of infiltration entering into the sanitary system.  
*Ongoing. Fourth quarter. An ongoing process to determine locations that need repair.*
  
4. Reline sanitary sewers in Cook County. Locations to be determined.  
*Ongoing. Fourth quarter. Relining is a process in which a plastic material is inserted into the pipe to fill any severe cracks or separations.*

VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5060 - Sewer Maintenance

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
401-411	Salaries - Regular	\$ 181,150	\$ 212,338	\$ 190,496	\$ 224,279	\$ 224,279	\$ 214,539
401-412	Salaries - Part - Time	18,874	-	-	5,000	3,000	5,000
401-421	Overtime Compensation	28,405	24,516	31,254	21,000	25,000	21,000
401-428	On Call Premium Pay	2,946	3,952	2,402	2,200	2,200	2,200
401-441	State Retirement	82,286	32,450	29,127	25,217	25,217	28,901
401-442	Social Security	17,726	18,080	16,987	21,227	21,227	18,019
401-444	Employee Insurance	33,846	47,872	44,402	54,176	54,176	47,880
401-451	Comp. Abs & IMRF (GLTD)	-	118,129	(15,263)	-	-	-
Total Personnel Services		<u>365,234</u>	<u>457,337</u>	<u>299,405</u>	<u>353,099</u>	<u>355,099</u>	<u>337,539</u>
402-427	Materials & Supplies	17,205	12,365	22,770	15,800	15,800	15,800
402-429	Parts & Accessories - Non - Auto	15,859	5,107	5,984	9,300	4,000	6,000
402-431	Uniforms	981	977	1,697	1,400	1,400	1,400
402-433	Safety & Protective Equipment	2,457	1,766	1,400	2,140	2,140	2,140
402-434	Small Tools	-	173	160	160	160	160
Total Commodities		<u>36,502</u>	<u>20,389</u>	<u>32,011</u>	<u>28,800</u>	<u>23,500</u>	<u>25,500</u>
403-435	M & R - Streets & Bridges	-	5,880	22,811	8,000	8,000	8,000
403-437	M & R - Other Equipment	-	1,368	-	400	400	400
403-442	M & R - Sewer Lines	3,000	14,668	3,960	13,000	10,000	10,000
403-452	Vehicle Maintenance & Replacement	181,173	174,838	220,958	198,142	198,142	208,942
403-456	IT Equipment Maint. & Replacement	20,000	20,000	20,350	28,031	28,031	17,771
403-464	Engineering Services	-	6,005	-	-	-	-
403-471	Schools / Conferences / Meetings	303	-	200	600	600	600
Total Contractual Services		<u>204,476</u>	<u>222,760</u>	<u>268,279</u>	<u>248,173</u>	<u>245,173</u>	<u>245,713</u>
413-462	Sewer Lines	304,243	236,032	187,825	305,001	305,001	315,000
Total Capital Outlay		<u>304,243</u>	<u>236,032</u>	<u>187,825</u>	<u>305,001</u>	<u>305,001</u>	<u>315,000</u>
Total Sewer Maintenance		<u>\$ 910,455</u>	<u>\$ 936,517</u>	<u>\$ 787,521</u>	<u>\$ 935,073</u>	<u>\$ 928,773</u>	<u>\$ 923,752</u>



VILLAGE OF HANOVER PARK, ILLINOIS  
 Budget Detail by Department  
 Fiscal Year Ending December 31, 2020

Fund 050 - Water and Sewer Fund

Department 5070 - Depreciation & Debt Service

Account	Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
Expenditures							
403-482	JAWA Operating Costs	\$ 1,226,087	\$ 1,279,263	\$ 1,036,227	\$ 1,007,880	\$ 994,647	\$ 1,077,501
403-493	Depreciation Expense	933,024	1,033,905	946,621	-	980,000	-
Total Contractual Services		<u>2,159,111</u>	<u>2,313,168</u>	<u>1,982,848</u>	<u>1,007,880</u>	<u>1,974,647</u>	<u>1,077,501</u>
411-418	Principal - IEPA Loan	346,541	232,911	114,319	36,694	36,692	-
411-421	Interest - IEPA Loan	15,290	6,750	3,219	482	482	-
Total Debt Service		<u>361,831</u>	<u>239,661</u>	<u>117,538</u>	<u>37,176</u>	<u>37,174</u>	<u>-</u>
412-401	General Fund	-	(285,303)	-	-	-	-
412-431	General Capital Outlay	76,000	100,000	-	-	-	-
Total Interfund Transfers		<u>76,000</u>	<u>(185,303)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Depreciation & Debt Service		<u>\$ 2,596,942</u>	<u>\$ 2,367,526</u>	<u>\$ 2,100,386</u>	<u>\$ 1,045,056</u>	<u>\$ 2,011,821</u>	<u>\$ 1,077,501</u>

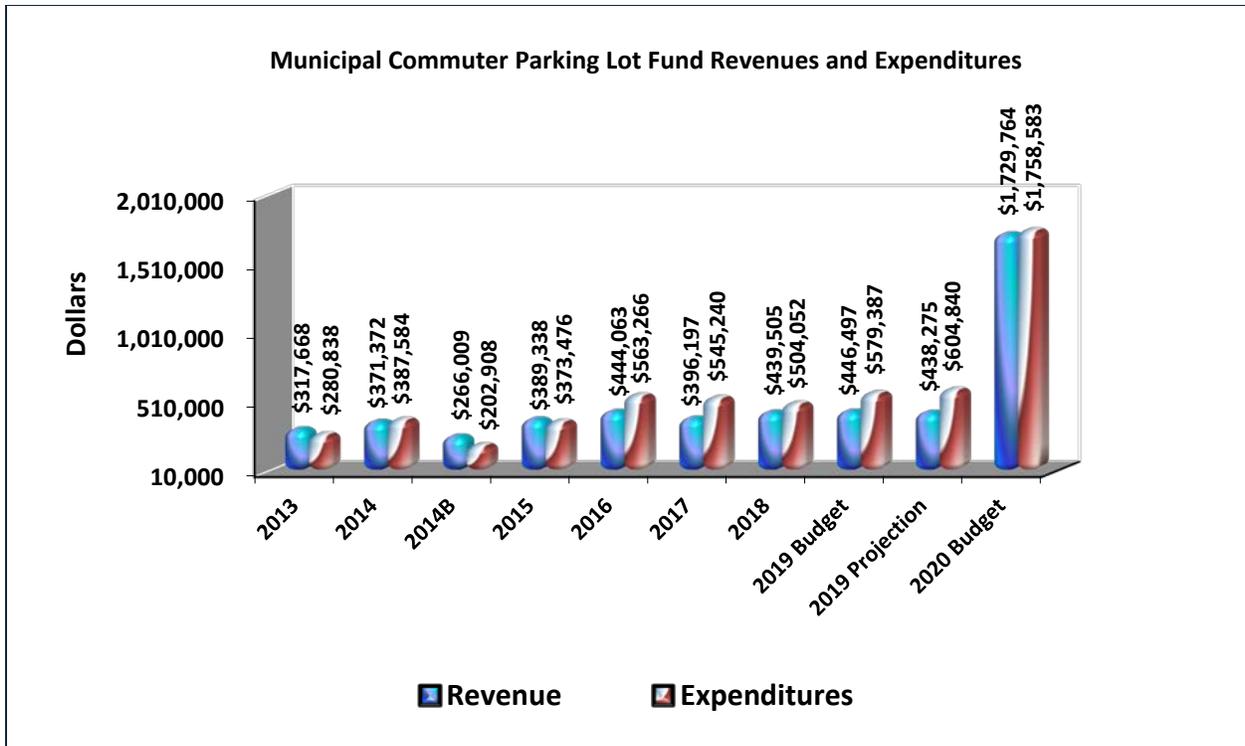
## MUNICIPAL COMMUTER PARKING LOT FUND

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The Municipal Commuter Parking Lot Fund – used to account for the operations associated with the 1,399 commuter parking spaces in the Hanover Park Commuter Lot. The Public Works Department is responsible for maintaining the parking lots at the train station. Public Works Department manages snow removal, landscaping, tree planting, parking machine maintenance, asphalt and street lighting repairs. The Village charges a daily parking fee of \$1.75 per day, Annual passes for \$385.00 (discounted until December 31<sup>st</sup>), and Monthly pass for \$35.00.

Municipal Parking lot fees increased in Fiscal Year 2011 from \$1.00 to \$1.25, again in Fiscal Year 2013 to \$1.50, and in November 2017 from \$1.50 to \$1.75.

On June 28, 2019, Governor Pritzker signed SB 690 P.A. 101-0031. A provision of the new law establishes the Parking Excise Tax Act, which imposes a state tax on the privilege of using a parking space beginning on January 1, 2020. Under P.A. 101-0031, people who pay a fee to utilize a parking space will be subject to pay the state's new parking excise tax. The rates for the new tax are: (1) Fee paid by the Hour, Day or Week: 6.00% of the parking fee. (2) Fee paid by the Month or Year: 9.00% of the parking fee. The legislation provides for specified situation where this fee would not apply. However, the legislation does not specifically exempt municipal-owned parking facilities where a fee is charged. January 1, 2020, municipalities will be required to collect and remit a parking excise tax to the Illinois Department of Revenue (IDOR) on municipal-owned parking facilities, including parking lots, parking meters not in the public way and parking garages. The legislation provides that the tax may be passed on through rates and fees to the customers. The estimated parking excise tax is \$33,300.

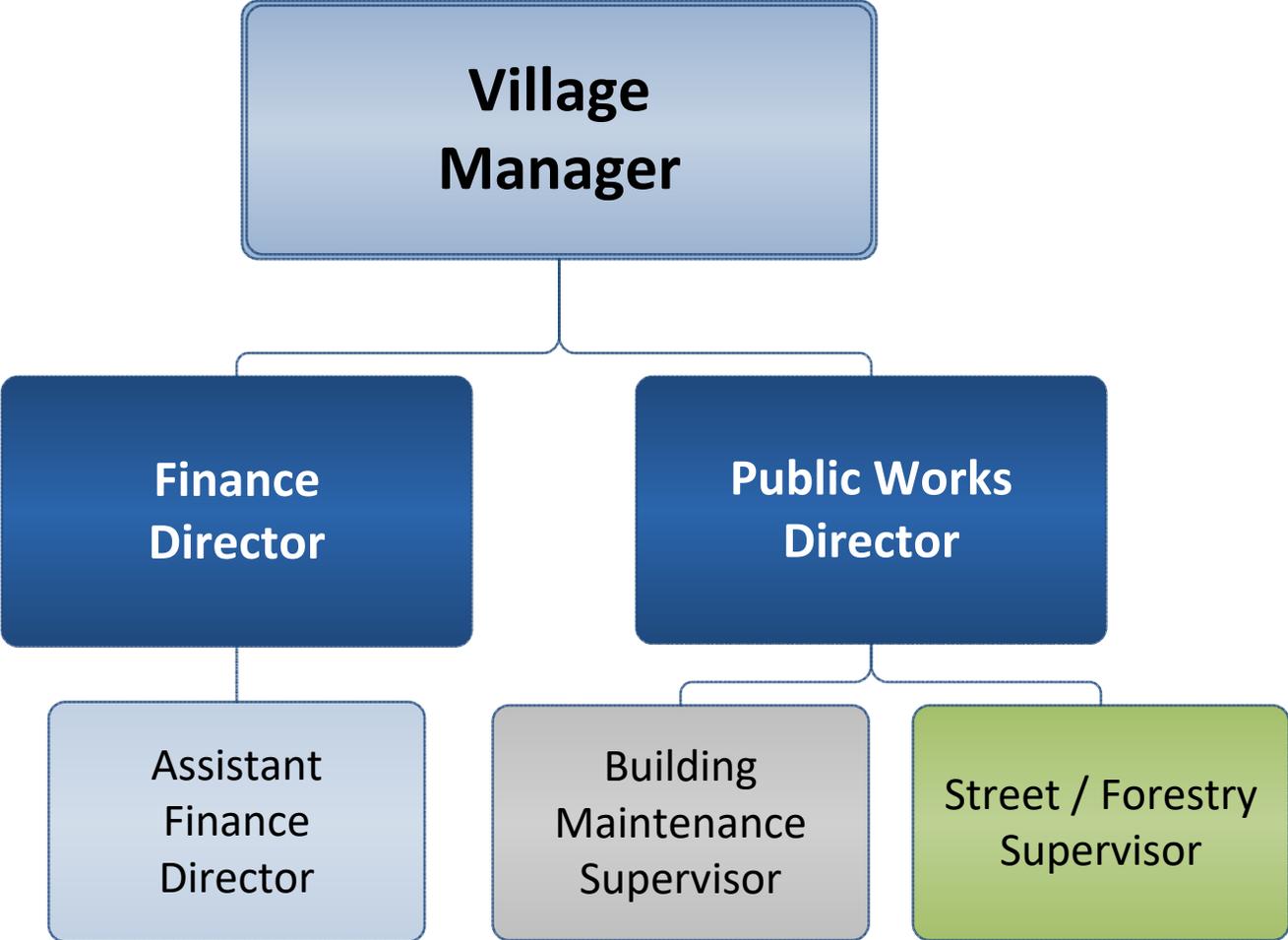


## MUNICIPAL COMMUTER PARKING LOT FUND

Municipal Commuter Lot	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
<b>Revenues</b>	317,668	371,372	266,009	389,338	444,063	396,197	439,505	446,497	438,275	1,729,764
<b>Expenditures</b>	280,838	387,584	202,908	373,476	563,266	545,240	504,052	579,387	604,840	1,758,583
<b>Difference</b>	36,830	(16,212)	63,101	15,862	(119,203)	(149,043)	(64,547)	(132,890)	(166,565)	(28,819)

FY2020 revenues budgeted at \$1,729,764, while total expenditures are \$1,758,583. The Fund balance will be utilized to offset the \$28,819 deficit. In FY2020, the funding for the solar carport and pedestrian crossing safety improvements for \$1,300,000 will come from the Build Illinois Bond Fund to the Department of Commerce and Economic Opportunity (DCEO). ***Keep in mind the project will only move forward when the funds from DCEO are received by the Village.***

# 051 – Municipal Commuter Parking Lot



### PURPOSE STATEMENT

The goal of the Municipal Commuter Parking Lot is to maintain a clean and safe facility.

### DESCRIPTION OF DEPARTMENTAL FUNCTIONS

To provide adequate parking places; assure safe and clean drives, walks, ramps and stairs; and to maintain, on a daily basis, the Commuter Station.

### 2019 ACCOMPLISHMENTS

#### Strategic Plan Goal #1: Financial Health

- ✓ Continue working with Metra toward identifying available grant funding to improve station and adjoining parking property functionality and aesthetics.  
*Second and third quarters. Staff worked with Metra to prepare a grant application for pedestrian safety improvements at both platform crossings. This money was secured.*

#### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Resurface the remaining half of northwestern lot and replace lighting as needed throughout the north lots.  
*Third and fourth quarters. The northwest lot was resurfaced, and the remaining lights were changed to LED.*
- ✓ Replace the air conditioning at the Metra station.  
*Third quarter. The two air conditioning units were replaced.*

#### Strategic Plan Goal #4: Community Image & Identity

- ✓ Participate in a joint STP application through DMMC for bike parking infrastructure grant.  
*First through fourth quarters. Staff worked with the joint application partners to procure the covered bike parking apparatus.*
- ✓ Install solar panels and/or Electric Vehicle Charging Stations at the Metra Station.  
*Ongoing. Staff worked on a conceptual design for solar carports that would reduce the station's electrical use. Facilities will be constructed in 2020, pending receipt of a grant from the State of Illinois.*

#### Strategic Plan Goal #5: Effective Governance

- ✓ Continue high level of customer service delivery.  
*Ongoing. Staff continued to provide a high level of customer service to our Metra riders.*

## 2020 BUDGET GOALS

### Strategic Plan Goal #1: Financial Health

1. Increase revenue through covered premium parking stalls while also reducing costs by installing solar panels.  
*First through fourth quarters.*

### Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Resurface deteriorated portions of the lot that have not been resurfaced in the past 15 years.  
*Second through fourth quarters.*
2. Work with Metra to install pedestrian safety improvements, pending a grant from the State of Illinois.  
*First through fourth quarters.*

### Strategic Plan Goal #4: Community Image & Identity

1. Provide the region's first solar carports that will offset a large portion of the electricity needs of the Metra station.  
*First through fourth quarter.*

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

**Fund 51 - Municipal Commuter Lot Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
323-309 Parking Lot Meter Fee	\$ 158,625	\$ 155,155	\$ 166,871	\$ 164,997	\$ 160,000	\$ 161,004
323-310 Parking Lot Permit Fee	235,120	228,655	262,890	267,225	260,000	262,360
364-300 Rental Income	-	-	2,400	2,400	2,400	2,400
<b>Total Charges for Services</b>	<b>393,745</b>	<b>383,810</b>	<b>432,161</b>	<b>434,622</b>	<b>422,400</b>	<b>425,764</b>
332-301 State Grants	-	-	-	7,875	7,875	1,300,000
<b>Total Intergovernmental Revenue</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>7,875</b>	<b>7,875</b>	<b>1,300,000</b>
361-300 Interest On Investments	368	2,907	7,344	4,000	8,000	4,000
<b>Total Investment Income</b>	<b>368</b>	<b>2,907</b>	<b>7,344</b>	<b>4,000</b>	<b>8,000</b>	<b>4,000</b>
380-309 Reimbursed Exp. Miscellaneous	49,950	9,480	-	-	-	-
<b>Total Miscellaneous Revenue</b>	<b>49,950</b>	<b>9,480</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 444,063</b>	<b>\$ 396,197</b>	<b>\$ 439,505</b>	<b>\$ 446,497</b>	<b>\$ 438,275</b>	<b>\$ 1,729,764</b>
<b>Expenditures and Other Financing Uses</b>						
401-411 Salaries - Regular	\$ 104,879	\$ 103,595	\$ 102,275	\$ 113,731	\$ 113,731	\$ 116,303
401-421 Overtime Compensation	4,678	1,619	4,921	3,000	5,000	3,000
401-428 On Call Premium Pay	1,475	433	1,080	1,000	1,423	1,000
401-441 State Retirement	46,962	14,201	14,096	12,020	12,020	14,696
401-442 Social Security	8,321	8,033	8,000	9,015	9,015	9,202
401-444 Employee Insurance	24,039	27,674	32,943	28,847	28,847	35,390
401-450 OPEB	-	-	961	-	-	-
401-451 Comp. Abs & IMRF (GLTD)	-	30,589	(3,091)	-	-	-
<b>Total Personnel Services</b>	<b>190,353</b>	<b>186,144</b>	<b>161,185</b>	<b>167,613</b>	<b>170,036</b>	<b>179,591</b>
402-411 Office Supplies	1,165	1,189	970	1,394	1,394	1,394
402-426 Bulk Chemicals	2,226	1,132	1,841	2,000	2,000	2,000
402-427 Materials & Supplies	1,315	3,286	1,781	1,500	1,500	1,500
402-428 Cleaning Supplies	-	880	-	-	900	900
<b>Total Commodities</b>	<b>4,706</b>	<b>6,487</b>	<b>4,592</b>	<b>4,894</b>	<b>5,794</b>	<b>5,794</b>
403-412 Postage	177	202	248	300	300	300
403-413 Light & Power	12,456	11,081	11,426	12,000	12,000	10,000
403-414 Natural Gas	2,069	2,036	3,166	3,200	3,200	3,200
403-421 Liability Insurance Program	(2,510)	(1,415)	(10,227)	-	-	-
403-434 M & R - Buildings	5,035	2,603	2,644	5,000	5,000	5,000
403-435 M & R - Streets & Bridges	44,249	34,458	46,511	56,000	56,000	56,000
403-436 Maintenance Agreements	13,680	19,415	17,975	13,880	13,880	13,880
403-493 Depreciation Expense	61,951	66,175	70,932	72,000	90,000	90,000
403-499 Miscellaneous Expense	7,270	11,845	11,244	12,000	20,130	19,818
<b>Total Contractual Services</b>	<b>144,377</b>	<b>146,400</b>	<b>153,919</b>	<b>174,380</b>	<b>200,510</b>	<b>198,198</b>

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

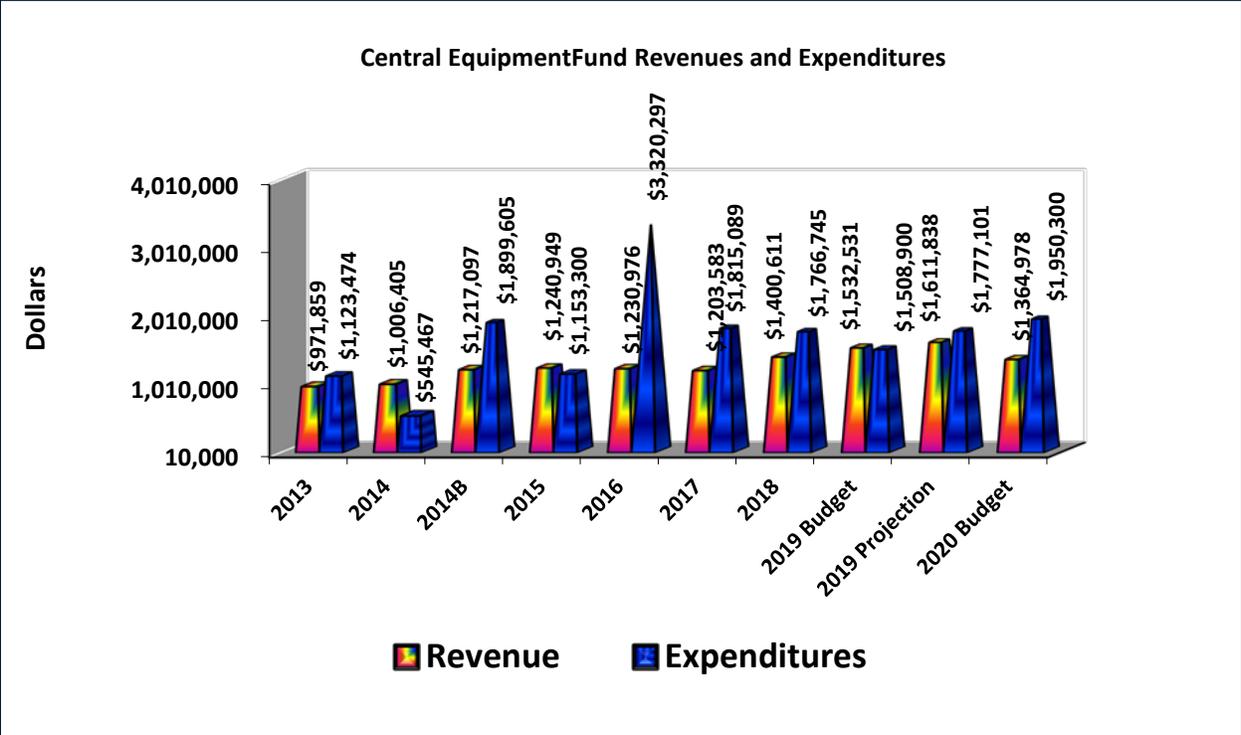
**Fund 51 - Municipal Commuter Lot Fund**

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Expenditures and Other Financing Uses (Continued)</b>						
413-421 Buildings	-	-	-	22,000	18,000	-
413-422 Improvement Other Than Buildings	223,830	206,209	184,356	210,500	210,500	1,375,000
Total Capital Outlay	<u>223,830</u>	<u>206,209</u>	<u>184,356</u>	<u>232,500</u>	<u>228,500</u>	<u>1,375,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 563,266</u>	<u>\$ 545,240</u>	<u>\$ 504,052</u>	<u>\$ 579,387</u>	<u>\$ 604,840</u>	<u>\$ 1,758,583</u>
Net Position	<u>\$ (119,203)</u>	<u>\$ (149,043)</u>	<u>\$ (64,547)</u>	<u>\$ (132,890)</u>	<u>\$ (166,565)</u>	<u>\$ (28,819)</u>
Net Investment in Capital Assets	2,325,343	2,462,627	2,540,176	2,700,676	2,678,676	3,963,676
Unassigned	<u>254,688</u>	<u>171,820</u>	<u>123,335</u>	<u>62,445</u>	<u>46,770</u>	<u>107,951</u>
Ending Net Position	<u>\$ 2,580,031</u>	<u>\$ 2,634,447</u>	<u>\$ 2,663,511</u>	<u>\$ 2,763,121</u>	<u>\$ 2,725,446</u>	<u>\$ 4,071,627</u>

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# CENTRAL EQUIPMENT FUND

Central Equipment Fund - also known as a Sinking Fund was established to provide for the replacement of large, expensive and longer-lasting equipment of the Village. This equipment includes items such as fire apparatus, squad cars, and dump trucks, etc. Equipment needs are evaluated each year and the schedule modified for changes in the condition of the equipment. Some items may need replacement sooner than expected due to high maintenance costs and other items may be extended thus delaying their replacements. Financing is provided by transfers from the various village funds.



Central Equipment	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	971,859	1,006,405	1,217,097	1,240,949	1,230,976	1,203,583	1,400,611	1,532,531	1,611,838	1,364,978
Expenditures	1,123,474	545,467	1,899,605	1,153,300	3,320,297	1,815,089	1,766,745	1,508,900	1,777,101	1,950,300
Difference	(151,615)	460,938	(682,508)	87,649	(2,089,321)	(611,506)	(366,134)	23,631	(165,263)	(585,322)

FY2020 revenues are budgeted at \$1,364,978 while total expenditures are \$1,950,300, includes a depreciation expenses of \$950,000 (**depreciation does not result in the outflow of cash**). With that, a surplus of \$364,678 will increase the fund balance.

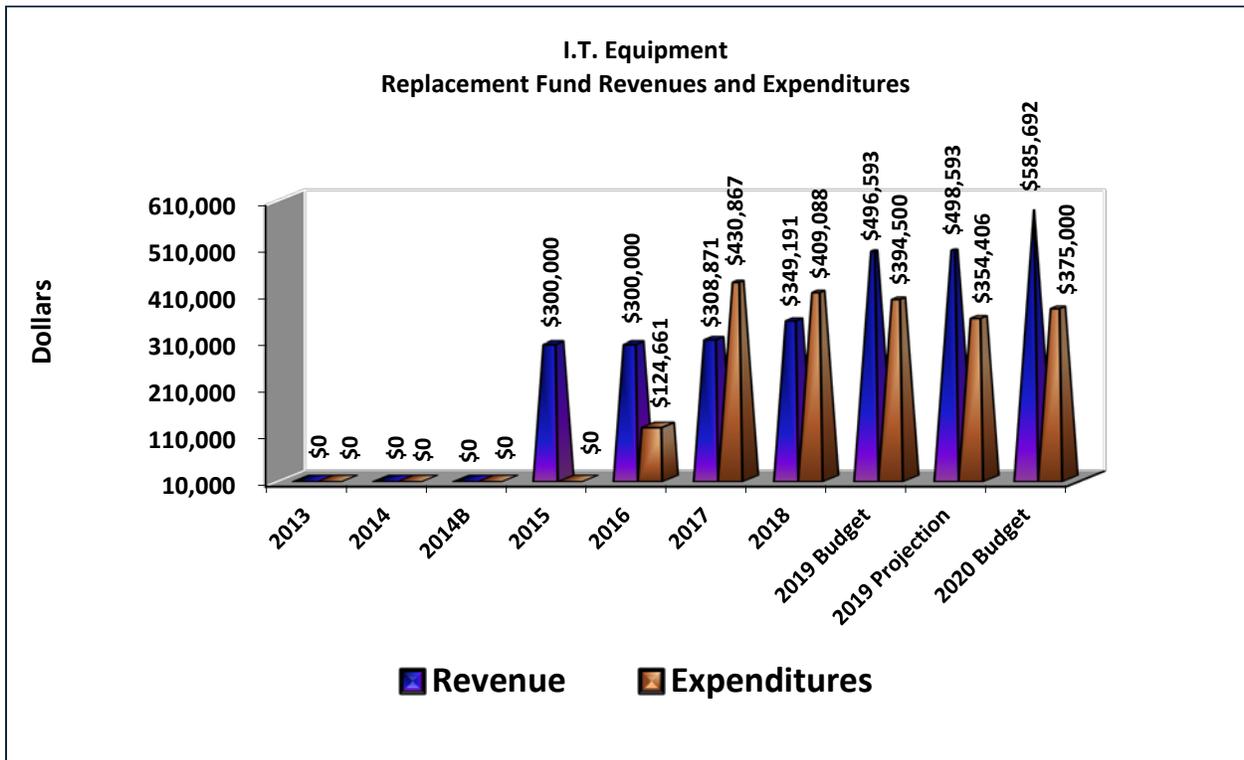
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

Fund 61 - Central Equipment Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
361-300 Interest On Investments	\$ 17,575	\$ 41,366	\$ 96,239	\$ 40,000	\$ 53,500	\$ 50,000
Total Investment Income	<u>17,575</u>	<u>41,366</u>	<u>96,239</u>	<u>40,000</u>	<u>53,500</u>	<u>50,000</u>
389-301 General Fund	930,784	871,555	870,460	1,001,569	1,001,569	1,034,138
389-350 Water & Sewer Fund	228,992	212,018	282,588	270,262	270,262	280,840
Total Miscellaneous	<u>1,159,776</u>	<u>1,083,573</u>	<u>1,153,048</u>	<u>1,271,831</u>	<u>1,271,831</u>	<u>1,314,978</u>
391-301 General Fund	-	-	-	220,700	220,700	-
Total Interfund Transfers	<u>-</u>	<u>-</u>	<u>-</u>	<u>220,700</u>	<u>220,700</u>	<u>-</u>
392-301 Gain - Sale of Capital Assets	53,625	115,762	151,324	-	65,807	-
392-302 Loss - Sale of Capital Assets	-	(37,118)	-	-	-	-
Total Other	<u>53,625</u>	<u>78,644</u>	<u>151,324</u>	<u>-</u>	<u>65,807</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 1,230,976</u>	<u>\$ 1,203,583</u>	<u>\$ 1,400,611</u>	<u>\$ 1,532,531</u>	<u>\$ 1,611,838</u>	<u>\$ 1,364,978</u>
<b>Expenditures and Other Financing Uses</b>						
403-493 Depreciation Expense	\$ 708,847	\$ 635,588	\$ 817,959	\$ 600,000	\$ 900,000	\$ 950,000
Total Contractual Services	<u>708,847</u>	<u>635,588</u>	<u>817,959</u>	<u>600,000</u>	<u>900,000</u>	<u>950,000</u>
413-441 Automobiles	187,034	132,243	201,031	192,500	165,075	248,900
413-442 Trucks	2,360,529	805,415	685,025	488,700	478,210	479,400
413-443 Other Equipment	63,888	241,843	62,730	227,700	233,816	272,000
Total Capital Outlay	<u>2,611,451</u>	<u>1,179,501</u>	<u>948,786.52</u>	<u>908,900</u>	<u>877,101</u>	<u>1,000,300</u>
Total Expenditures and Other Financing Uses	<u>\$ 3,320,297</u>	<u>\$ 1,815,089</u>	<u>\$ 1,766,745</u>	<u>\$ 1,508,900</u>	<u>\$ 1,777,101</u>	<u>\$ 1,950,300</u>
Net Position	<u>\$ (2,089,321)</u>	<u>\$ (611,506)</u>	<u>\$ (366,135)</u>	<u>\$ 23,631</u>	<u>\$ (165,263)</u>	<u>\$ (585,322)</u>
Beginning Net Position - Restricted	4,913,675	5,413,836	5,518,450	5,820,715	5,488,916	5,532,581
Unassigned	<u>4,127,097</u>	<u>4,188,296</u>	<u>4,640,120</u>	<u>5,263,751</u>	<u>5,374,857</u>	<u>5,739,535</u>
Ending Net Position	<u>\$ 9,040,772</u>	<u>\$ 9,602,132</u>	<u>\$ 10,158,570</u>	<u>\$ 11,084,466</u>	<u>\$ 10,863,773</u>	<u>\$ 11,272,116</u>

# I.T. EQUIPMENT REPLACEMENT FUND

I.T. Equipment Replacement Fund – accounts for the funds annually set aside for timely replacement of equipment that meet the current business operation needs. Equipment includes computers, printers, copiers, data storage devices, scanners, and telecommunications equipment. The Village Board established the Fund in 2015. Financing is provided through transfers from the various village funds.



I.T. Equipment	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	-	-	-	300,000	300,000	308,871	349,191	496,593	498,593	585,692
Expenditures	-	-	-	-	124,661	430,867	409,088	394,500	354,406	375,000
Difference	-	-	-	300,000	175,339	(121,996)	(59,897)	102,093	144,187	210,692

FY2020 revenues are budgeted at \$585,692 while total expenditures are \$375,000. A surplus of \$210,692 will increase the fund balance.

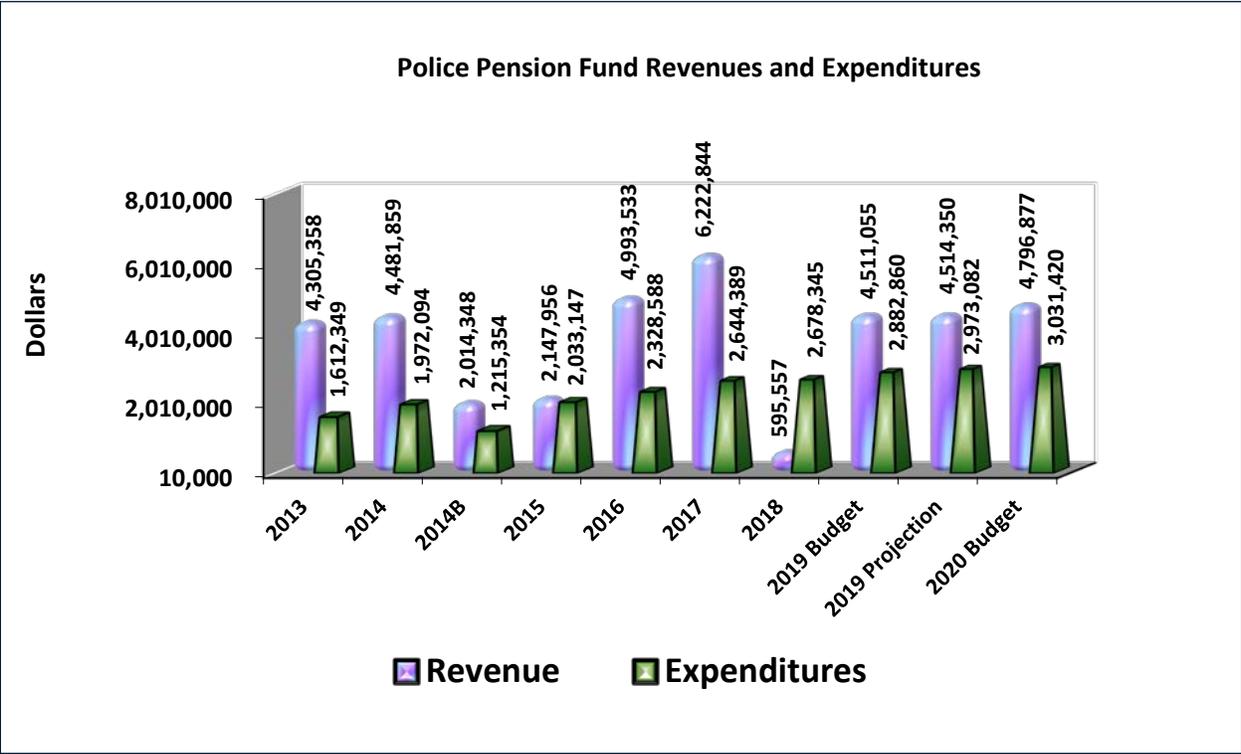
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

Fund 62 - I.T. Equipment Replacement Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
361-300 Interest On Investments	\$ -	\$ 3,513	\$ 7,438	\$ 1,000	\$ 3,000	\$ 3,000
Total Investment Income	-	3,513	7,438	1,000	3,000	3,000
389-352 IT Equip Funding - W & S	120,000	120,000	124,164	170,250	170,250	112,559
389-353 IT Equip Funding - General	180,000	180,000	217,589	325,343	325,343	470,133
Total Miscellaneous	300,000	300,000	341,753	495,593	495,593	582,692
392-301 Gain - Sale of Capital Assets	-	5,358	-	-	-	-
Total Other	-	5,358	-	-	-	-
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 300,000</b>	<b>\$ 308,871</b>	<b>\$ 349,191</b>	<b>\$ 496,593</b>	<b>\$ 498,593</b>	<b>\$ 585,692</b>
<b>Expenditures and Other Financing Uses</b>						
403-493 Depreciation Expense	\$ -	\$ -	\$ 17,131	\$ -	\$ -	\$ -
Total Contractual Services	-	-	17,131	-	-	-
413-431 I.T. Equipment - Servers	\$ -	\$ 281,849	\$ 248,839	\$ 235,500	\$ 204,406	\$ 250,000
413-431 I.T. Equipment - PC/Laptops	63,921	104,325	80,254	84,000	75,000	65,000
413-431 I.T. Equipment - MDC	60,740	44,693	62,863	75,000	75,000	-
413-431 I.T. Equipment - Miscellaneous	-	-	-	-	-	60,000
Total Capital Outlay	124,661	430,867	391,956	394,500	354,406	375,000
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 124,661</b>	<b>\$ 430,867</b>	<b>\$ 409,088</b>	<b>\$ 394,500</b>	<b>\$ 354,406</b>	<b>\$ 375,000</b>
<b>Net Position</b>	<b>\$ 175,339</b>	<b>\$ (121,996)</b>	<b>\$ (59,897)</b>	<b>\$ 102,093</b>	<b>\$ 144,187</b>	<b>\$ 210,692</b>
Invested in Capital Assets	-	-	154,183	154,183	154,183	154,183
Unrestricted	475,339	353,343	310,578	412,671	454,765	665,457
<b>Ending Net Position</b>	<b>\$ 475,339</b>	<b>\$ 353,343</b>	<b>\$ 464,760</b>	<b>\$ 566,853</b>	<b>\$ 608,947</b>	<b>\$ 819,639</b>

# POLICE PENSION FUND

Police Pension Fund – the Village’s sworn police employees participate in the Police Pension Plan. The Pension Plan functions for the benefit of these employees and is governed by a five-member pension board consisting of two members appointed by the Village President, one elected pension beneficiary and two elected police employees. The Village and Police Pension Plan participants are obligated to fund all Pension costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it possesses many of the characteristics of a legally separate government, the Police Pension Fund is reported as if it were part of the Village for budgetary purposes because of the Village’s fiduciary responsibility to the Pension.



Police Pension	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	4,305,358	4,481,859	2,014,348	2,147,956	4,993,533	6,222,844	595,557	4,511,055	4,514,350	4,796,877
Expenditures	1,612,349	1,972,094	1,215,354	2,033,147	2,328,588	2,644,389	2,678,345	2,882,860	2,973,082	3,031,420
Difference	2,693,009	2,509,765	798,994	114,809	2,664,945	3,578,455	(2,082,788)	1,628,195	1,541,268	1,765,457

FY2020 revenues are budgeted at \$4,796,877 while total expenditures are \$3,031,420. A surplus of \$1,765,457 will increase the fund balance. Appropriations increased due to retiree benefits percentage increase (3% compounded-per year basis), increase in the number of public safety officers retiring each year and the pension service administration (PSA) expenses. Current annual funding by the Village meets statutory requirements. It requires the funds to be 100% funded by 2033, which is verified by an annual actuarial analysis. As of December 31, 2018, the Police pension fund was funded at 51.81%.

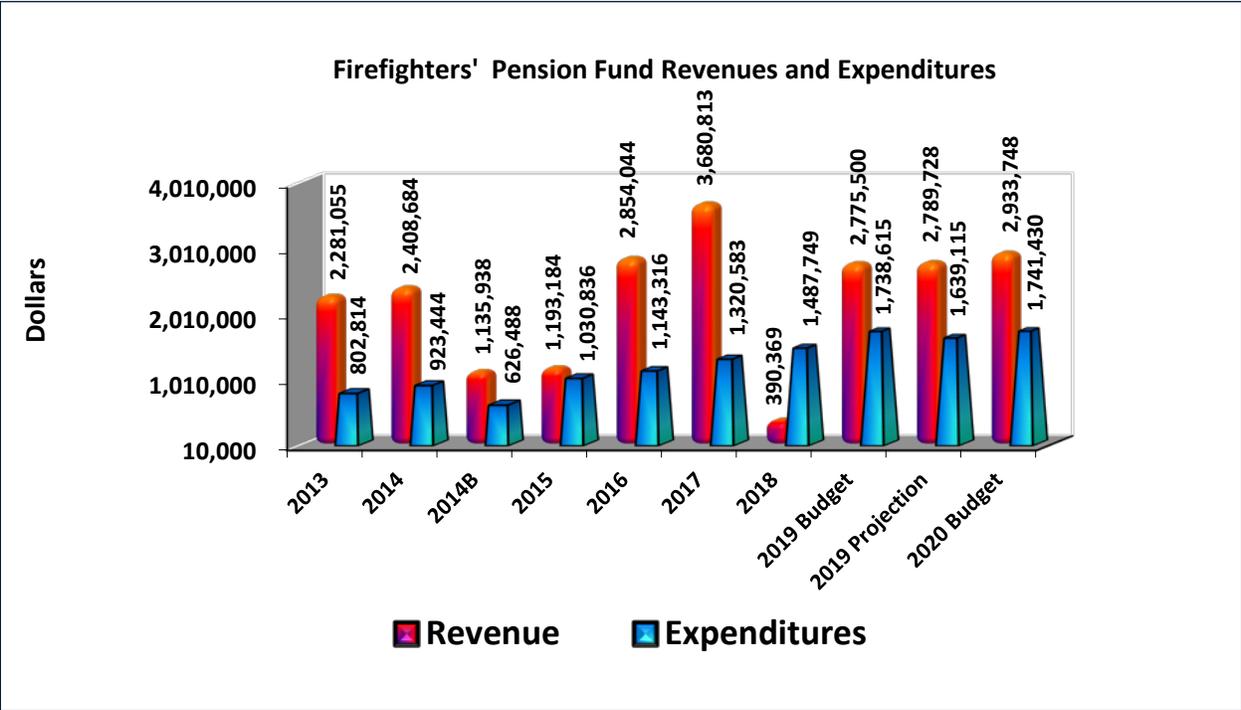
VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

Fund 70 - Police Pension Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
361-300 Interest On Investments	\$ 98,012	\$ 163,157	\$ 192,166	\$ 145,000	\$ 145,000	\$ 145,000
362-300 Net Change In Fair Value	2,221,576	3,241,982	(2,621,328)	1,200,000	1,200,000	1,200,000
<b>Total Investment Income</b>	<b>2,319,588</b>	<b>3,405,140</b>	<b>(2,429,162)</b>	<b>1,345,000</b>	<b>1,345,000</b>	<b>1,345,000</b>
365-360 Village Contributions	2,153,658	2,300,432	2,477,582	2,622,455	2,622,455	2,890,977
365-370 Employee Contributions	520,286	517,272	547,137	543,600	546,895	560,900
<b>Total Miscellaneous</b>	<b>2,673,944</b>	<b>2,817,705</b>	<b>3,024,719</b>	<b>3,166,055</b>	<b>3,169,350</b>	<b>3,451,877</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 4,993,533</b>	<b>\$ 6,222,844</b>	<b>\$ 595,557</b>	<b>\$ 4,511,055</b>	<b>\$ 4,514,350</b>	<b>\$ 4,796,877</b>
<b>Expenditures and Other Financing Uses</b>						
401-403 Refunds	\$ 77,819	\$ 95,865	\$ 60,346	\$ 100,000	\$ 130,000	\$ 100,000
401-443 Police / Fire Pension	2,157,471	2,444,051	2,514,468	2,662,800	2,731,937	2,810,790
<b>Total Personnel Services</b>	<b>2,235,290</b>	<b>2,539,916</b>	<b>2,574,815</b>	<b>2,762,800</b>	<b>2,861,937</b>	<b>2,910,790</b>
402-413 Memberships / Subscriptions	795	795	795	800	795	800
<b>Total Commodities</b>	<b>795</b>	<b>795</b>	<b>795</b>	<b>800</b>	<b>795</b>	<b>800</b>
403-461 Consulting Services	27,192	41,255	41,351	44,740	44,000	44,740
403-462 Legal Services	9,200	5,957	4,060	9,800	4,500	9,800
403-465 Medical Examinations	-	-	-	750	750	750
403-466 Investment Expense	53,151	54,347	55,659	60,000	58,000	60,000
403-471 Schools / Conferences / Meetings	1,690	1,895	1,460	2,770	2,000	3,340
403-472 Transportation	208	223	205	300	200	300
403-499 Miscellaneous Expense	1,063	-	-	900	900	900
<b>Total Contractual Services</b>	<b>92,503</b>	<b>103,678</b>	<b>102,735</b>	<b>119,260</b>	<b>110,350</b>	<b>119,830</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 2,328,588</b>	<b>\$ 2,644,389</b>	<b>\$ 2,678,345</b>	<b>\$ 2,882,860</b>	<b>\$ 2,973,082</b>	<b>\$ 3,031,420</b>
<b>Net Position</b>	<b>\$ 2,664,945</b>	<b>\$ 3,578,456</b>	<b>\$ (2,082,788)</b>	<b>\$ 1,628,195</b>	<b>\$ 1,541,268</b>	<b>\$ 1,765,457</b>
<b>Beginning Net Position</b>	<b>27,136,006</b>	<b>29,800,951</b>	<b>33,379,406</b>	<b>31,296,619</b>	<b>31,296,619</b>	<b>32,837,887</b>
<b>Ending Net Position</b>	<b>\$ 29,800,951</b>	<b>\$ 33,379,406</b>	<b>\$ 31,296,619</b>	<b>\$ 32,924,814</b>	<b>\$ 32,837,887</b>	<b>\$ 34,603,344</b>

# FIREFIGHTERS’ PENSION FUND

Firefighters’ Pension Fund – the Village’s firefighters participate in the Firefighters’ Pension Plan. The Pension provides retirement benefits to firefighters and is governed by a five-member pension board consisting of two members appointed by the Village President, one elected pension beneficiary and two elected fire employees. The Village and the participants are obligated to fund all pension costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it possesses many of the characteristics of a legally separate government, the Firefighters’ Pension Fund is reported as if it were part of the Village for budgetary purposes because of the Village’s fiduciary responsibility to the Pension.



Fire Pension	2013	2014	2014B	2015	2016	2017	2018	2019 Budget	2019 Projection	2020 Budget
Revenues	2,281,055	2,408,684	1,135,938	1,193,184	2,854,044	3,680,813	390,369	2,775,500	2,789,728	2,933,748
Expenditures	802,814	923,444	626,488	1,030,836	1,143,316	1,320,583	1,487,749	1,738,615	1,639,115	1,741,430
Difference	1,478,241	1,485,240	509,450	162,348	1,710,728	2,360,230	(1,097,380)	1,036,885	1,150,613	1,192,318

FY2020 revenues are budgeted at \$2,933,748 while total expenditures are \$1,741,430. A surplus of \$1,192,318 will increase the fund balance. Appropriations increased due to retiree benefits percentage increase (3% compounded-per year basis), increase in the number of public safety officers retiring each year and the pension service administration (PSA) expenses. Current annual funding by the Village meets statutory requirements. It requires the funds to be 100% funded by 2033, which is verified by an annual actuarial analysis. As of December 31, 2018, the Firefighters’ pension fund was funded at 54.58%.

VILLAGE OF HANOVER PARK, ILLINOIS  
**Budget Detail By Fund**  
 Calendar Year Ending December 31, 2020

Fund 71 - Fire Pension Fund

Description	FY 2016 Actual	FY 2017 Actual	FY 2018 Actual	FY 2019 Budget	FY 2019 Projection	FY 2020 Budget
<b>Revenues and Other Financing Sources</b>						
361-300 Interest On Investments	\$ 60,923	\$ 90,171	\$ 114,178	\$ 75,000	\$ 75,000	\$ 75,000
362-300 Net Change In Fair Value	1,279,019	1,912,634	(1,564,759)	800,000	800,000	800,000
<b>Total Investment Income</b>	<b>1,339,942</b>	<b>2,002,805</b>	<b>(1,450,581)</b>	<b>875,000</b>	<b>875,000</b>	<b>875,000</b>
365-360 Village Contributions	1,220,758	1,380,568	1,527,385	1,594,025	1,594,025	1,735,748
365-371 Employee Contributions	293,344	297,440	313,564	306,475	320,703	323,000
<b>Total Miscellaneous</b>	<b>1,514,102</b>	<b>1,678,008</b>	<b>1,840,949</b>	<b>1,900,500</b>	<b>1,914,728</b>	<b>2,058,748</b>
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 2,854,044</b>	<b>\$ 3,680,813</b>	<b>\$ 390,369</b>	<b>\$ 2,775,500</b>	<b>\$ 2,789,728</b>	<b>\$ 2,933,748</b>
<b>Expenditures and Other Financing Uses</b>						
401-403 Refunds	\$ -	\$ -	\$ -	\$ 100,000	\$ 50,000	\$ 100,000
401-443 Police / Fire Pension	1,087,111	1,250,155	1,409,038	1,547,600	1,504,820	1,547,600
<b>Total Personnel Services</b>	<b>1,087,111</b>	<b>1,250,155</b>	<b>1,409,038</b>	<b>1,647,600</b>	<b>1,554,820</b>	<b>1,647,600</b>
402-413 Memberships / Subscriptions	795	795	795	800	-	-
<b>Total Commodities</b>	<b>795</b>	<b>795</b>	<b>795</b>	<b>800</b>	<b>-</b>	<b>-</b>
403-461 Consulting Services	17,894	31,171	30,307	36,840	33,000	37,640
403-462 Legal Services	2,700	2,700	10,075	8,800	8,000	8,800
403-465 Medical Examinations	-	-	-	750	1,395	750
403-466 Investment Expense	31,052	31,832	33,553	35,620	35,600	38,000
403-471 Schools / Conferences / Meetings	345	825	540	3,505	2,000	3,940
403-472 Transportation	352	-	-	300	300	300
403-499 Miscellaneous Expense	3,066	3,105	3,442	4,400	4,000	4,400
<b>Total Contractual Services</b>	<b>55,410</b>	<b>69,633</b>	<b>77,917</b>	<b>90,215</b>	<b>84,295</b>	<b>93,830</b>
<b>Total Expenditures and Other Financing Uses</b>	<b>\$ 1,143,316</b>	<b>\$ 1,320,583</b>	<b>\$ 1,487,749</b>	<b>\$ 1,738,615</b>	<b>\$ 1,639,115</b>	<b>\$ 1,741,430</b>
<b>Net Position</b>	<b>\$ 1,710,728</b>	<b>\$ 2,360,230</b>	<b>\$ (1,097,381)</b>	<b>\$ 1,036,885</b>	<b>\$ 1,150,613</b>	<b>\$ 1,192,318</b>
<b>Beginning Net Position</b>	<b>15,487,355</b>	<b>17,198,083</b>	<b>19,558,313</b>	<b>18,460,932</b>	<b>18,460,932</b>	<b>19,611,545</b>
<b>Ending Net Position</b>	<b>\$ 17,198,083</b>	<b>\$ 19,558,313</b>	<b>\$ 18,460,932</b>	<b>\$ 19,497,817</b>	<b>\$ 19,611,545</b>	<b>\$ 20,803,863</b>

# CAPITAL IMPROVEMENT PROGRAM

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The Capital Improvement Program (CIP) is a multiyear planning instrument used to identify needed capital projects for improvements to Village-owned and operated infrastructure and to coordinate the financing and timing of these improvements. The first long-range Capital Improvement Program for the Village of Hanover Park was developed in Fiscal Year 1984.



# Village of Hanover Park Capital Improvement Program Fiscal Years 2020 through 2024

## *Introduction*

The Capital Improvement Program (CIP) is a multiyear planning instrument used to identify necessary capital purchases and improvements and to coordinate the financing and timing of these improvements. The first long-range Capital Improvement Program was developed in Fiscal Year 1984. Each year, the Capital Improvement Program is updated to incorporate new capital projects, changing goals and priorities, and available funding sources. The document includes information regarding the Capital Improvement Program process, funding sources, program highlights, and the current and future impact of the Capital Improvement Program on the operating budget. The *Program Highlights* section provides narrative on significant capital improvements included in the program.

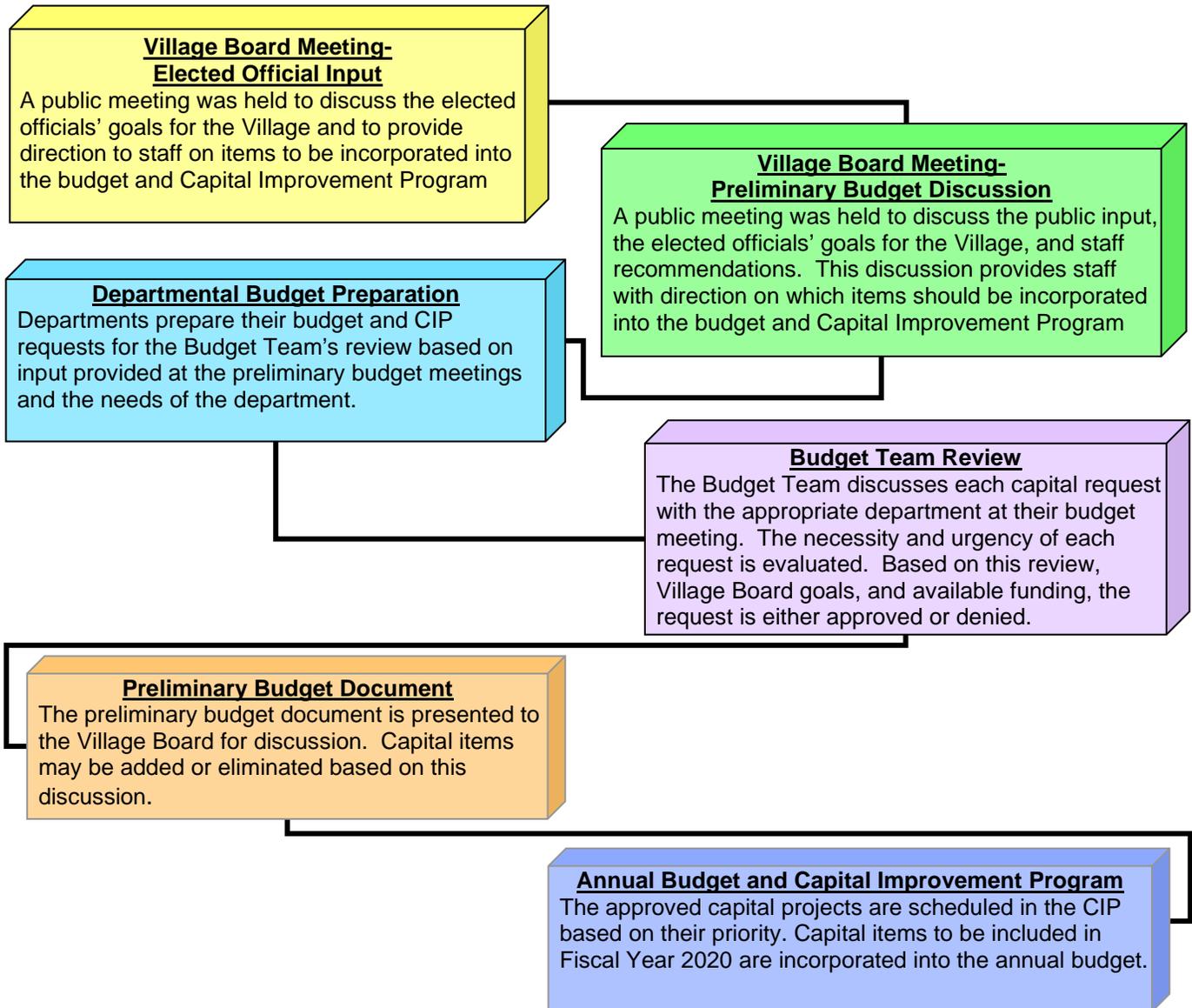
The tables after the narrative section itemize all approved Capital Improvement Program requests. **Table I** provides detailed information on each project included in the Fiscal Year 2020 budget by fund. **Tables II** and **III** display the Fiscal Year 2020 Capital Improvement Program by fund and category.

Fiscal Year 2020 capital improvements are incorporated into the annual budget. Capital budget appropriations lapse at the end of the fiscal year; however, they may be reallocated in a subsequent fiscal year until the completion of the project. The annual budget authorizes and provides the basis for control of expenditures, including operating and maintaining new capital facilities. Projects are programmed for Fiscal Years 2020 through 2024 based on information currently available, including Village Board goals and the need for the improvement. In future years, actual capital budgets enacted may vary from the amount included in the CIP. Financial constraints may make it impossible to budget for the entire amount programmed. Conversely, unexpected financial availability may make it possible to initiate projects earlier than scheduled.

All capital expenditures for \$10,000 and over are included in the CIP. Capital equipment purchases for multiple items with a total of over \$10,000 are also included. The following capital items are incorporated into the Capital Improvement Program:

1. Purchase, improvement, or development of land.
2. Construction of new facilities.
3. Remodeling or expansion of existing facilities.
4. Street construction, reconstruction, or resurfacing.
5. Water and sewer system improvements.
6. Purchase of equipment and machinery.

## Capital Improvement Program Process



### Exhibit 1

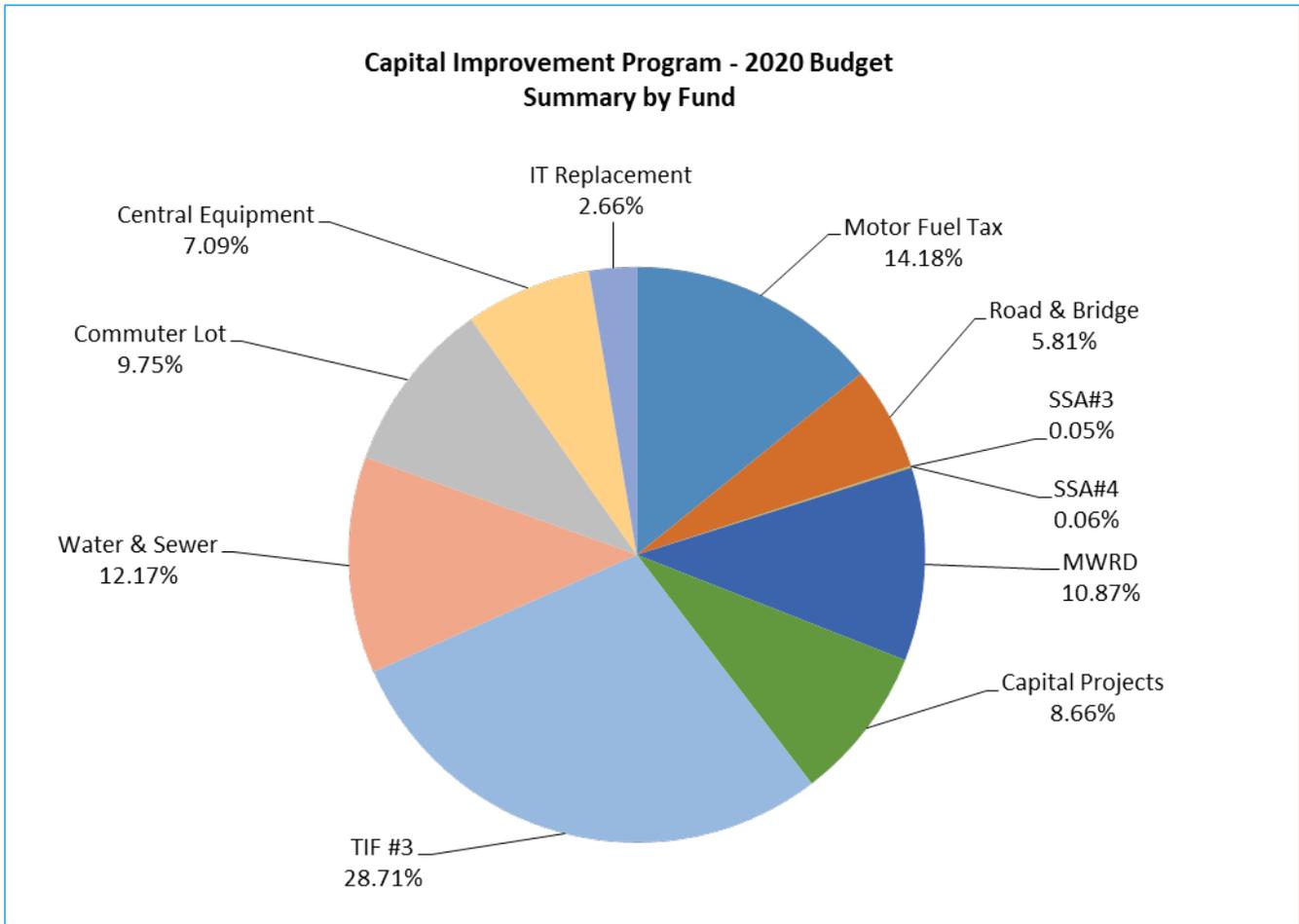
The development of the long-range Capital Improvement Program is a comprehensive process held in conjunction with the annual budgetary process. Village officials and management recognize the importance of planning and budgeting for future capital needs. A public meeting is held to elicit elected official input. Following these meetings, a preliminary budget meeting is held to discuss the public's priorities, elected officials' goals, and staff recommendations. At this planning meeting the goals and policies of the organization are solidified. Capital needs are also discussed, and priorities are established. Each department is required to submit their capital requests to the Budget Team on designated forms. A *Capital Request Form* is prepared for each capital item to be included in the current fiscal year's budget.

Representatives from each department met with the Budget Team during the month of August. At this time, the department's capital requests were evaluated by the Budget Team comprised of the Village Manager, Deputy Village Manager, Finance Director, and Executive Assistant. The Budget Team examines each request to ensure that all required elements have been included and that long-term

operating budget impacts have been considered. The Budget Team considers overall affordability, in terms of capital and operating costs, community concerns, available alternatives, coordination with other projects (including projects being considered by other governmental entities), impacts on services, and the beneficiaries of the project. The satisfaction of Village Board goals, timeframes, funding sources, and the implications of deferring the project are also considered. Each capital request is either approved or denied based on this evaluation. Each approved request is prioritized for inclusion in the Capital Improvement Program and the annual budget.

Additional budget meetings with the Village Board are held each year in September and October, at which time a draft budget is presented. All capital requests are reviewed and evaluated by the Village Board at this time. The Board makes a final determination on which requests are to be included in the fiscal year’s final budget submittal and in the Capital Improvement Program. The Capital Improvement Program is included in the annual budget document and is approved by the Village Board each year.

### **Funding Sources**



**Capital Improvement Program**  
**Summary by Fund**

<b>Fund</b>	<b>Projected 2019</b>	<b>Budget 2020</b>
Road and Bridge Fund	\$ 1,852,288	\$ 820,004
Motor Fuel Tax Fund	1,405,000	2,000,000
Capital Projects Funds	907,931	1,221,323
TIF #3*	3,400,000	4,050,000
SSA #3*	-	7,000
SSA #4*	-	9,000
MWRD Fields	10,000	1,533,025
Water and Sewer Fund	1,473,904	1,717,500
Commuter Parking Lot Fund	228,500	1,375,000
Central Equipment Fund	877,101	1,000,300
IT Replacement Fund	354,406	375,000
<b>Total</b>	<b>\$ 10,509,130</b>	<b>\$ 14,108,152</b>

\*The Village does not project Capital Improvement beyond the Current Budget Year as the Capital Projects are dependent on revenue generated.

Each capital item is allocated to a Village fund or funds based on the nature of the project and the financial resources required for the project. A listing of the Village funds used to finance capital purchases, including a listing of the revenue sources for that fund, and the types of projects allocated to the fund are described below:

**011 - Motor Fuel Tax Fund**

Motor Fuel Tax revenues are provided by the Village's share of state motor fuel taxes. These funds are primarily used for the annual street resurfacing program and, in addition, street and storm sewer improvements and maintenance as authorized by the State of Illinois.

**012 - Road and Bridge Fund**

Road and Bridge Fund revenues are provided by township property tax revenues. The funds are used for road and bridge improvements and maintenance.

**017 – MWRD Fields Fund**

The MWRD (Metropolitan Water Reclamation District) Fields Fund was authorized by Village Board action in November 2014 to account for the financial activities associated with the maintenance and improvements of the athletic fields that have been leased to the Village for 39 year.

**031- Capital Projects Funds**

Revenues are provided by transfers from the General, Water and Sewer and TIF Funds. Revenues may also be provided by federal, state, and local grants.

**033, 034, 035 - Tax Increment Financing District Funds**

Revenues are provided by property tax increments generated within the TIF boundaries. These funds are used only for TIF eligible expenses.

**013, 014, 015, 016 – Special Service Area Funds**

Special Service Area Fund revenues are provided by the area property tax revenues. These funds are used for improvements and maintenance within the special service area.

**050 - Water and Sewer Enterprise Fund**

Water and Sewer Fund revenues are provided by water and sewer sales revenues and penalties, tap-on fees, and water meter sales. Funds are used for improvements to, and capital equipment used in the operation of, the water and sewer system.

**051 - Municipal Commuter Parking Lot Enterprise Fund**

The Municipal Commuter Parking Lot Fund accounts for the provision of commuter parking services to the residents of the Village of Hanover Park and surrounding communities. Resources include permit and daily parking fees.

**061 - Central Equipment Fund**

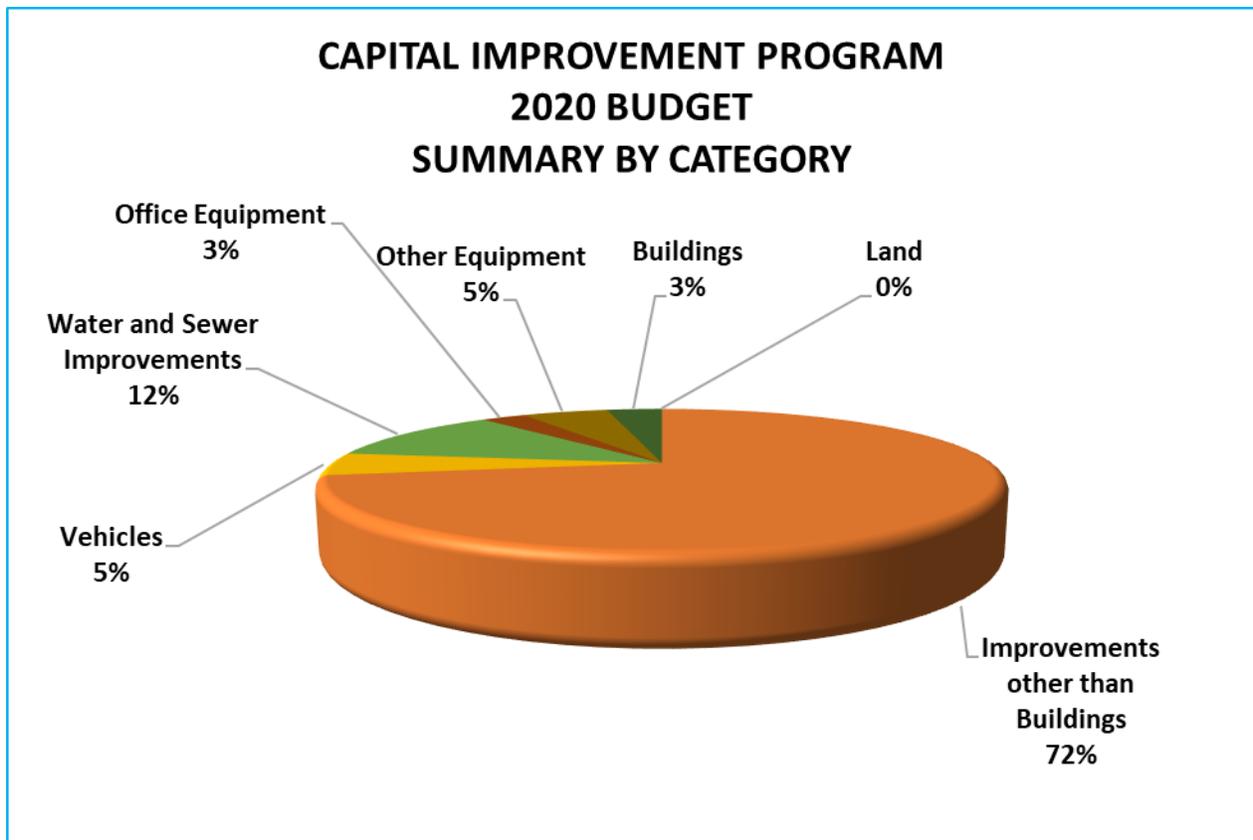
Each department that utilizes vehicles contributes annually for their replacement via transfers to the Central Equipment Fund. The General and Water and Sewer Funds each contribute based on the expected replacement cost and expected useful life of each vehicle. The fund is structured such that adequate funding for each vehicle will be accumulated by the scheduled replacement date.

**062 – IT Replacement Fund**

The IT Replacement Fund was created to replace essential network and computer equipment.

***Program Highlights***

The Fiscal Year 2020 Capital Improvement Program totals \$14,108,152 or 19.48% of the total annual budget of all funds of \$72,416,099. Following is a summary of capital items by category:



**Capital Improvement Program**  
**Summary by Category**

<b><u>Category</u></b>	<b><u>2020 Budget</u></b>
Improvements Other Than Buildings	\$10,184,029
Vehicles	\$728,300
Water & Sewer Improvements	\$1,627,500
Office Equipment	\$375,000
Other Equipment	\$728,323
Buildings	\$465,000
Land	\$0
<b>TOTAL</b>	<b>\$14,108,152</b>

**Buildings**

All improvements to buildings are expenditures under the Buildings category. Four improvements are budgeted for Fiscal Year 2020. The design for Fire Station #2 has been budgeted in the amount of \$375,000. In addition, other projects have been budgeted to include \$50,000 for façade improvement grants and \$40,000 for HVAC Building Automation.

**Improvements other than Buildings**

This category includes expenditures associated with the construction of new roadways, the maintenance of existing roadways, curb and sidewalk replacement, streetlights, landscaping improvements, and commuter parking facility improvements.

***Street Improvements***

The majority of the roadway construction and improvement projects is funded via the Motor Fuel Tax Fund or the Road and Bridge Fund. In Fiscal Year 2020, \$1,100,000 is budgeted for the Village’s street program (which includes preventative maintenance). There is also \$900,000 budgeted for street reconstruction.

These street improvements address the Village Board goals to *Maintain and Enhance Village Infrastructure, Enhance the Village Appearance as a Quality Community, and Improve Public Safety.*

***Other Improvements***

Some other improvements include \$75,000 for commuter parking lot resurfacing, \$1,050,000 for commuter lot pedestrian safety improvements, \$800,000 for Irving Park Road lighting and safety improvements, and \$100,000 for storm sewers and drainage improvements, among other projects.

All of these improvements seek to address the Village Board goal to *Maintain and Enhance Village Infrastructure* and/or to *Enhance the Village Appearance as a Quality Community*. The annual impact on the operating budget for each of these projects is included in Table I.

## Office Equipment

Office equipment category includes all computers, printer, servers and other equipment used within the offices of the Village. Fiscal Year 2020 Office Equipment Capital Expenditures include annual replacement of equipment including computers and public safety computer equipment. It also includes replacement of core switches in the Police Department and Village Hall. In addition, replacement of audio/video training equipment for the Fire Department is included. These equipment purchases will support the Village Board's goal of '*Offers convenience through technologies*'. The annual impact on the operating budget for these projects is also included in Table I.

## Other Equipment

In the other equipment category, \$728,323 is budgeted for various equipment. This includes \$77,000 for the DuJIS Records Management System, as well as \$237,000 for a street sweeper. Additional equipment budgeted is listed in Table III.

## Vehicles

The Vehicles category, which is integrated into the Central Equipment Fund, includes Police Department squad cars and other automobiles, Fire Department trucks and ambulances, and other various department vehicles. In Fiscal Year 2020, \$728,300 has been budgeted for vehicle replacements. The vehicle replacement budget in Fiscal Year 2020 includes the purchase four police squads, an ambulance, as well as other various Police, Fire and Public Works vehicles.

These vehicle and equipment purchases will maintain and enhance Public Safety and Village Infrastructure. A detailed schedule of all Fiscal Year 2020 budgeted vehicle purchases is included in Table I. Summary listings of all Fiscal Year 2020 budgeted Vehicles by fund and category are included in Tables II and III.

## Water and Sewer Improvements

This category includes expenses for improvements to the water and sewer utility system in the Village, including water and sewer main replacement, sewage treatment plant equipment and facility improvements, and water tower and well house improvements. These projects are funded via Water and Sewer Fund revenues. All of these improvements support the Village Board goal to *Maintain and Enhance Village Infrastructure*.

A total of \$1,627,500 is included in the Fiscal Year 2020 budget for water and sewer improvements. This allocation includes \$750,000 for the water main replacement program. Each year, water main replacements are scheduled based on the level of deterioration of the pipe determined by the number of breaks that have occurred on the line.

Water and sewer improvements budgeted also include sanitary sewer rehab and replacement costing \$100,000, an Inflow / Infiltration Study at \$60,000, and \$500,000 for raw well pump to waste systems. Projects are listed in Table III.

## ***Impact of the Capital Improvement Program on Current and Future Operating Budgets***

The impact of the Capital Improvement Program on current and future operating budgets is described and enumerated in Table I, Capital Improvement Program Detail by Fund. The nature and amount of the impact of each improvement are developed using the best information currently available and inflated for future years. These costs may include additional staffing or increased maintenance or other cost of operation. This impact is considered at the time the capital request is evaluated. These costs have been incorporated into the Fiscal Year 2020 operating budget.

The operating budget must also pay interest and principal payments on all bonded debt and notes used for capital acquisitions and improvements. In addition, departments must contribute annually to the Central Equipment Fund for future vehicle replacements. The amount of the annual required contribution increases when new vehicles are added to the fleet. These transfers are budgeted within each cost control center in Account 403-452, Vehicle Maintenance and Replacement.

The General and Water and Sewer Funds finance miscellaneous capital projects via the transfer of fund reserves to the General Capital Projects Fund. The amount of the transfer is calculated based on the expenditures budgeted in the fund, less any revenues earmarked to fund the expenditures; for example, grant revenues. These transfers are included in the operating budget of the appropriate funds.

### ***Conclusion***

The Capital Improvement Program is a multi-year planning instrument that identifies necessary capital improvements. The importance of long-range planning and replacement and modernization of infrastructure in the Village is recognized by Village Officials. Funding sources, such as grants, bonds, fund revenues, and reserves and the impact of the project on the operating budget are carefully evaluated prior to inclusion in the Capital Improvement Program. This program will be updated annually as part of the annual budget process.

Special thanks to Juliana Maller, Village Manager, David Webb, Deputy Village Manager, Finance Director Remy Navarrete, IT Director Jed Gerstein, Public Works Director T. J. Moore, and Executive Assistant Sue Krauser, for their assistance in the preparation of the Capital Improvement Program.

**Table I**  
**Village of Hanover Park**  
**2020 Capital Improvement Program - Detail by Fund**

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2020 Budget. The table displays the project description, the amount included in the 2020 Budget, Cost Control Center, if any, account, the justification for the project, and the annual anticipated dollar impact on the operating budget in the calendar year with a description of the nature of the impact. The funding source, cost control center and account to be charged are also indicated. Tables II and III provide summary information on the Fiscal Year 2020 Capital Improvement Program.

**011, 012, 013, 014, 017 and 033 SPECIAL REVENUE FUNDS**  
**\$8,419,029**



Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Annual Roadway Resurfacing Program		\$1,100,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
11-20-2600	413-422	Existing
Justification		Annual Impact and Description of Operating Budget Impact
This project includes the resurfacing of various streets. Streets are selected based on condition, location, history and traffic to maximize the lifespan of the pavement and avoid costly reconstruction.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Street Reconstruction</b>		\$900,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
11-20-2600	413-422	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Several of the Village's older streets in the original Hanover Gardens subdivision were constructed with a concrete base. These streets have settled and cracked over time and are no longer in a condition where they can be maintained with traditional patching and resurfacing. They are in need of complete reconstruction. The work in 2020 represents one-quarter of the concrete street reconstruction in Hanover Gardens.		Reduced need for patching and maintenance in this area.

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Irving Park Road Lighting and Safety Improvements</b>		\$800,004
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
12-20-2600	413-422	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
In the 2019 Capital Bill, two grants were awarded for improvements to Irving Park Road. This would be used to add additional lighting to the west end of Irving and other safety improvements, estimated to be from McKool Avenue to Jensen Boulevard.		Unknown until design complete

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Lake Street Pedestrian Access (CMAQ Project)</b>		\$20,000 (Village's Share)
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
12-20-2600	413-422	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
In 2017, the Village was awarded CMAQ funding for a joint pedestrian access project with the Village of Streamwood. The project would connect the sidewalk at Lake and Center with the sidewalk at Lake and Walnut, as well as provide some pedestrian crossing improvements at Lake and Walnut. The total estimated project cost is \$405,000, with the Village's share of construction and Phase III engineering being approximately \$20,000.		Future sidewalk maintenance on approximately 530 linear feet of new sidewalk.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Replace light fixtures with LED		\$7,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
13-20-2100	413-422	Replacement
Justification		Annual Impact and Description of Operating Budget Impact
Replace old light fixtures with new LED lights.		Energy and Maintenance Cost Savings

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Replace light fixtures with LED		\$9,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
14-20-2100	413-422	Replacement
Justification		Annual Impact and Description of Operating Budget Impact
Replace old light fixtures with new LED lights.		Energy and Maintenance Cost Savings

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Phase 4 of Sports Complex, Including Miscellaneous		\$1,533,025
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
17-12-20	413-422	New
Justification		Annual Impact and Description of Operating Budget Impact
The next phase of the Hanover Park Sports Complex Improvements will include the following: the little league fields will receive new turf, infield mix, warning track, fencing, backstop and fenced dugouts. In addition, a new proposed softball field will be constructed, and a new concrete walkway/central plaza area will connect the little league fields, the northeast baseball field, the new softball field, concessions, parking and the recently constructed bandshell area. Other improvements include reconfigured roadway and parking areas, re-grading, retaining walls, landscaping, drainage and storm water management improvements.		Increase unknown

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Façade Grants and Historic Preservations		\$50,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
33-20-2200	413-421	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>The Village is investing significant resources in our Village Center with the Streetscape project to improve the aesthetics and the business climate. In order to encourage property owners in the Village Center area, particularly in the Historic District, to improve their buildings and façade, and thereby improve the overall aesthetics of the area, set aside \$50,000 annually to fund a Façade Improvement &amp; Historic Preservation Grant Program. The grant would function as a reimbursement grant. Criteria would be developed for the administration of the grant.</p>		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Village Center Streetscaping, plaza and park		\$4,000,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
33-20-2200	413-422	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>To spur private investment and improvement in the Village Center area, the Village has initiated Streetscape Improvements, including landscaping, improvements related to pedestrian comfort, creation of public gathering spaces and improving the overall aesthetics of the Village Center. The physical improvements will reinvigorate the area with well-connected public open spaces that link the Ontarioville Park to a beautiful new Ontarioville Plaza. These spaces are being designed to become hubs of activity for day-to-day gatherings and community-wide events in the Village Center area.</p>		Maintenance levels to be determined once design is completed.

**031 CAPITAL PROJECTS**

**\$1,221,323**



Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Fire Station #2 Design</b>		\$375,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-421	New
Justification		Annual Impact and Description of Operating Budget Impact
Design of Fire Station #2. The cost of this project will be split over two years. This payment is the first of two. 2019 Capital Bill included \$200,000 to assist with land development for the new station.		

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>HVAC Building Automation</b>		\$40,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-421	Replaced
Justification		Annual Impact and Description of Operating Budget Impact
HVAC building automation system needs updating.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>West Branch Stabilization Anne Fox to Village Limits</b>		\$15,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
31-20-2300	413-422	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Preliminary design for streambank stabilization and a new grate behind Anne Fox school. Preliminary design will be continued in 2020, and grants will be applied for to pay for construction.		None

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Arterial Fence (Stearns Road)</b>		\$55,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
31-20-2300	413-422	New and Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Install new arterial fence on Stearns Road, west of County Farm, between Newport Boulevard and Redford Lane.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Arterial Fence Maintenance</b>		\$30,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
31-20-2300	413-422	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Replace sections of existing arterial fence as a maintenance program.		Fence maintenance

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
New Entryway Signs (3)		\$75,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-422	Replacement
Justification		Annual Impact and Description of Operating Budget Impact
This includes the replacement of three existing Village entryway signs, per sign design developed in 2019. There are a total of six signs to be replaced (three in 2019 and three in 2020). Current road signs were installed approximately 20 years ago and include the old logo.		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Parkway Tree Plantings		\$25,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-422	Replaced
Justification		Annual Impact and Description of Operating Budget Impact
Plant 80 new parkway trees where dead trees have been removed.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Storm Sewers and Drainage Improvements		\$100,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-422	Existing
Justification		Annual Impact and Description of Operating Budget Impact
General repairs to alleviate localized storm water issues throughout the Village.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Winter Banner Replacement		\$40,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-422	New
Justification		Annual Impact and Description of Operating Budget Impact
Replace faded winter banners on all light poles with new canvas banners.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Village Hall Parking Lot Resurfacing		\$100,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-422	New
Justification		Annual Impact and Description of Operating Budget Impact
Complete final section of Village Hall parking lot resurfacing on south side (PW Yard).		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
LUCAS – Autopulse CPR Unit		\$17,514
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	New
Justification		Annual Impact and Description of Operating Budget Impact
<p>The LUCAS device is designed to provide <i>uninterrupted</i> compressions at the American Heart Association's recommended rate and depth. This device has been proven to outperform medical personnel in achieving these American Heart Association guidelines over the entire patient care episode, which could be as long as 30 minutes. This includes the transfer of care between our staff and the emergency department care givers. Safety is also affected by the use of the LUCAS device; recent studies have shown up to 62% of back injuries may be related to CPR delivery. In addition, the use of mechanical CPR decreases the risks associated with CPR delivery in the back of an ambulance during transport.</p> <p>This will be the sixth unit purchased. Eight devices are needed to equip all Advanced Life Support licensed apparatus. Additional units will be budgeted in subsequent years.</p>		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Biphasic Cardiac Monitor/Defibrillator/Pacemaker		\$42,500
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	This monitor is part of a replacement program, replacing one (1) Physio Control LifePak 12 Cardiac Monitor. This Cardiac Monitor has reached the end of its service life.
Justification		Annual Impact and Description of Operating Budget Impact
<p>With the latest technology in cardiac monitoring the proposed purchase of a Life Pak 15 is consistent with other upgraded cardiac monitors. This version of monitor has streamlined the actual usage by incorporating changes in the monitor layout and increased the screen size as well as added color. This enables our crews to collect and analyze data at a faster pace with increased accuracy. With the new technology this cardiac monitor will send time sensitive cardiac rhythms to the receiving hospital prior to the arrival of the patient, thus reducing the delay of time the patient will receive lifesaving procedure. They have also improved the ruggedness of the monitor, which will increase the life expectancy as well as decrease the annual cost of replacement items.</p>		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
DuComm Second Facility		\$35,000.00
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-431	
Justification		Annual Impact and Description of Operating Budget Impact
<p>This cost represents the Police Department's portion of the costs for DuComm's recently constructed second facility for FY20. The Police Department plans to pay its share each year in one annual payment. The estimated total amount for the PD portion of the second facility project is \$571,309 to be paid over 12 years.</p>		No anticipated annual operating budget impact.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
DuJIS Records Management System		\$77,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413 - 431	Replacement
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>The police and fire departments are participating in the NetRMS records management system replacement which became effective in June of 2019. The system is countywide throughout DuPage and allows for integration and information sharing among agencies. Each participating agency pays their share of the total project costs. This total represents the second year's costs for the system (paying through 2023).</p>		No anticipated impact to annual operations budget.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
DuJIS RMS System Interfaces		\$65,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413 - 431	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>The interface costs cover the connection of the new RMS and CAD systems to existing programs utilized by the PD, including the Beast evidence processing program, the electronic ticketing program (DACRA), the electronic crash reporting software, and the arrestee booking system, Livescan. As of 06-30-2019, no agency interface work has been done as DuComm has been working on the primary system. As of this date, no timetable for beginning the agency interface work has been set.</p>		No anticipated impact to annual operations budget.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Structural Firefighting Protective Gear (12 sets)		\$47,284
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	Replacement
Justification		Annual Impact and Description of Operating Budget Impact
<p>Firefighter Protective Equipment is the primary life safety tool utilized by firefighters. It has been the department's experience that the life expectancy of protective pants, coats and escape harnesses is about five (5) years. Each year the department budgets to replace approximately twelve (12) sets, which allows replacement of the protective ensemble for some staff including modifications/new gear purchases for replacement firefighters. During the five-year period, repairs to the gear are made due to excessive wear, rips and tears. Prior to the purchase and issuance of a new ensemble, each firefighter's gear is inspected. Firefighters having the most worn and/or outdated gear are issued the new equipment.</p>		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Hazardous Materials Monitoring Capability Upgrade		\$17,800
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	Replacement
Justification		Annual Impact and Description of Operating Budget Impact
<p>The department operates a wide array of air gas monitoring equipment for use at hazardous materials incidents, confined space incidents and structural fires. This equipment is aging and has been used extensively for many years. Technology in monitoring capabilities has increased significantly and our current cache of monitors are no longer serviceable/upgradable and are at the end of their useful life. New monitors available are more efficient and capable of detecting wider amounts of hazardous gases with improved and precise accuracy.</p> <p>This purchase would also include a carbon dioxide gas detector for commercial and restaurant incidents, which is currently not part of our detection equipment. This monitor will be helpful for both operations personnel as well as our health sanitarian.</p> <p>Also, as part of this purchase there will be a Haz-Mat specific "Command on-the-go" kit for the department Hazardous Materials Coordinator. This will equip the coordinator, who often is required to respond to incidents off-duty as part of the MABAS Regional Response Plan, with interoperable Incident Command equipment specific to hazardous materials response and mitigation needs. This "Command on-the-go" kit will include a mobile command board specific to hazardous materials incidents, as well as a cache of basic monitors needed to provide a quick assessment and narrowing of atmospheric gas concerns to determine which technical/specialty monitor will best work to identify the product of concern.</p>		Increase costs for calibration gas.

<b>Project Description (Quantity, if applicable)</b> Protective Vests		<b>FY'2020 Budget Amount</b>
Protective Vests/CRT Vests/Equipment		\$27,600
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
31-20-2300	413-443	Replacement
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
This cost represents the following regarding the replacement and/or purchase of new protective vests for sworn officers:		No anticipated annual operating budget impact.
CRT Vest replacement due to end of warranty guarantee	12 X \$1,500     \$18,000	
Sworn Officer replacement due to 5-year warranty guarantee	13 X \$600     \$7,800	
New vests due for new officers replacing anticipated retirements	3 X \$600     \$1,800	
Total:	\$27,600	

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
Station 15 – Roof Repair		\$7,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
31-20-2300	413-443	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Station 15's roof has had multiple leaks and needs to be repaired.		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Tactical Ballistic Safety Vest and Helmet (15 sets)		\$21,750
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	New
Justification		Annual Impact and Description of Operating Budget Impact
<p>With the increase in public violence throughout the country, the potential for active-shooter or a mass-casualty situation is not decreasing. A goal within the Fire Department's Strategic Plan, is to develop and train all members to the level of rescue task force (RTF). Our model of RTF is to bring together fire/EMS assets with law enforcement to allow trained medical professionals (paramedics and EMTs) to gain access to severely wounded or critically injured victims before the scene is completely secured. By gaining earlier access the RTF will treat and evacuate victims rapidly allowing them the greatest chance for survival.</p> <p>One of the main goals for the RTF is to be equipped with the proper personal protective equipment (PPE). To properly operate the RTF must be equipped with body armor and ballistic helmets. This will give the team the increased level of protection to allow them to enter those dangerous areas as soon as possible.</p> <p>The purchase of this equipment is a "one size fits all" concept. This will properly equip all members on-duty including the Chief Officers and members of Power Shift. Fifteen sets will be purchased.</p>		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Tech Rescue Turnout Gear		\$ 7,875
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
31-20-2300	413-443	New
Justification		Annual Impact and Description of Operating Budget Impact
<p>Firefighter Protective Equipment is the primary life safety tool utilized by firefighters. Research has identified firefighter heat stress to be a significant health concern. This heat stress has scientifically been proven to have a significant impact on cardiovascular strain and other health concerns for firefighters. The need to place firefighters in a different type of protective equipment for non-structural fires/technical rescue responses that do not have the thermal protection requirements of structural gear is critical. This need was validated through the work of the SMARTER Study.</p> <p>In 2019 all personnel were issued a full ensemble of non-structural/hybrid turnout gear. This gear has proven to work very well to reduce firefighters thermal heat stress. Dollars from this budget request will be used to outfit new part-time firefighters who were not in place at the time of the last purchase.</p>		No Impact

**050 WATER AND SEWER FUND**

**\$1,717,500**



Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Electrical Upgrade to Schick Road Pump Station		\$25,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-50-5020	413-443	Existing
Justification		Annual Impact and Description of Operating Budget Impact
Provide design and cost estimate to upgrade the 30-year-old electric pump controls at the Schick Road Pump Station.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Raw Well Water Pump to Waste System		\$500,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-50-5020	413-473	New
Justification		Annual Impact and Description of Operating Budget Impact
This is required by the Village's water supplier, NSMJAWA. Going forward, it will be standard operating procedure to pump all well water to waste for required IEPA sampling. These four wells (2,3,4 & 6) are not used for the production of daily drinking water for the Village but are on emergency standby in the event that our supply from JAWA is interrupted.		NPDES Permit Discharge to Storm Water - \$2,500 Annually

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Well #6 Rehab</b>		\$15,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-50-5020	413-473	Replaced
Justification		Annual Impact and Description of Operating Budget Impact
This well pump assembly was installed at Well #6 in 1998 and is still operating at its capacity range. This pump assembly will need to be replaced if the pump capacity drops below its operating range.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Water Main Replacement</b>		\$750,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-50-5030	413-472	Water Main Replacement
Justification		Annual Impact and Description of Operating Budget Impact
This work includes the replacement of watermains due to age, severe deterioration, and frequent watermain breaks. The mains to be replaced will be coordinated with the street program. This helps to reduce cost and minimize inconvenience to the residents, while also ensuring that new pavement is not placed over critically deteriorated watermains.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Neptune MRX Receiver</b>		\$15,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-5040	413-443	Replaced Item
Justification		Annual Impact and Description of Operating Budget Impact
Current MRX is six years old and is no longer supported by Neptune. This is the device used to capture the water meter reads.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Emergency Pump Replacement (As Needed)</b>		\$50,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5050	413-443	Replaced Item
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
The Wastewater Division has approximately 30 pumps throughout the collection system and STP 1. Several of these pumps are at an age where it is cost prohibitive to repair them.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Replace Scum Pump #2</b>		\$10,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5050	413-461	Replace
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Scum pump #2 is original and in need of replacement.		New pump will be more energy efficient and cost less to operate.

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Replace WAS Pumps 1 &amp; 2</b>		\$37,500
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5050	413-461	Replace
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
WAS (Waste Activated Sludge) pump #1 is an original pump and needs to be replaced. It was installed in 1997 and has a 20-year life expectancy.		New pumps will be more energy efficient and cost less to operate.

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Barrington Road Sanitary Sewer Replacement</b>		\$150,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5060	413-462	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
The existing sanitary sewer along the west side of Barrington Road from approximately Bristol Ln. to Tower Dr. is badly deteriorated and in need of replacement. The pipe cannot be lined due to its condition, and its proximity to Barrington Road will make it very difficult to replace using the conventional method of removal and replacement by excavation. Therefore, this section of sanitary sewer will be replaced utilizing a trenchless technology, such as pipe bursting or directional drilling.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Inflow and Infiltration - MWRD Reporting</b>		\$60,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5060	413-462	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Each year the Village is required by the MWRD to perform various inspections and testing in our high priority sewer areas, in accordance with our Long-Term Operation and Maintenance Program (LTOMP). This work is to determine locations and severity of infiltration entering into the sanitary system and portions of the system needing repair, to ensure the longevity of our sanitary sewer system. An annual report to the MWRD is also required.		No Impact

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Sanitary Sewer Backup Prevention</b>		\$5,000
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
50-50-5060	413-462	Existing
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Share the cost on private property to help prevent sanitary sewer flooding (75/25 program up to \$5,000).		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Sanitary Sewer Rehabilitation &amp; Replacement</b>		\$100,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
50-50-5060	413-462	Existing
Justification		Annual Impact and Description of Operating Budget Impact
Reline sanitary sewers that have multiple cracks, holes in pipe, separated joints, and heavy root infestation through joints. Locations will be determined from ongoing televising. This is an annual program.		No Impact

**051 COMMUTER PARKING LOT FUND**  
**\$1,375,000**

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Commuter Parking Lot Resurfacing</b>		\$75,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
51-20-2500	413-422	Existing
Justification		Annual Impact and Description of Operating Budget Impact
Resurfacing of the final portion of the commuter parking lot that has not been resurfaced in the past 15 years. It will include portions of the south lot, which have deteriorated and are in need of resurfacing or patching.		None

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Pedestrian Crossing Improvements</b>		\$1,050,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
51-20-2500	413-422	New
Justification		Annual Impact and Description of Operating Budget Impact
Included in the FY'19 Capital Grant. Grant funded improvements to the pedestrian crossings at the METRA station to add pedestrian warning devices to improve safety.		Unknown at this time. Likely minor.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Solar Carports</b>		\$250,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
51-20-2500	413-422	New
Justification		Annual Impact and Description of Operating Budget Impact
Included in the FY 2019 Capital Grant for the installation of a carport along one bay of parking, with solar panels mounted above. In order for the entire Metra station and parking lot lights to be net-zero electrical cost, additional grand funding for a total project cost of \$390,000 would need to be obtained. Staff will seek additional grant funding. Covered parking stalls could be rented at a premium.		Reduction of electrical costs to net-zero

**061 CENTRAL EQUIPMENT FUND**

**\$1,000,300**

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>CSO Van</b>		\$30,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-441	Replacement - #188 Van for Police Department CSO
Justification		Annual Impact and Description of Operating Budget Impact
Scheduled replacement per Vehicle Replacement Schedule. This vehicle is utilized daily by the Police Department.		Decrease due to reduction in repairs

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Police Department Squad Accessories</b>		\$12,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-441	Replacement of necessary equipment for squad car assembly
Justification		Annual Impact and Description of Operating Budget Impact
Four new model Interceptors will require additional replacement equipment.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Squad Cars (4)		\$174,400
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-441	Replacement - #170, #172, #176, #182
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Scheduled replacement per Vehicle Replacement Schedule. These vehicles are utilized daily by the Police Department.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
SUV		\$32,500
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-441	Replacement - #132
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Scheduled replacement per Vehicle Replacement Schedule. This vehicle is utilized daily by the Water Treatment Division.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Ambulance		\$327,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-442	Replacement - #383
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Scheduled replacement per Vehicle Replacement Schedule. This unit is 10 years old and is utilized hourly by the Fire Department		Decrease due to reduced repairs and increased fuel economy

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Pickup Truck – 1/2 Ton		\$34,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-442	Replacement - #94
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
Scheduled replacement per Vehicle Replacement Schedule. This unit is utilized daily by the Building Maintenance Division.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Pickup Truck – 3/4 Ton		\$38,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-442	Replacement - #351
Justification		Annual Impact and Description of Operating Budget Impact
Scheduled replacement per Vehicle Replacement Schedule. This unit is utilized regularly by the Fire Department.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Pickup Truck – 3/4 Ton with Lift Gate		\$32,400
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-442	Replacement - #7
Justification		Annual Impact and Description of Operating Budget Impact
Scheduled replacement per Vehicle Replacement Schedule. This unit is utilized daily by the Street Division.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Utility Truck		\$48,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-442	Replacement - #300
Justification		Annual Impact and Description of Operating Budget Impact
Scheduled replacement per Vehicle Replacement Schedule. This unit is utilized daily by the Fire Chief.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Floor Scrubber		\$20,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-443	Replacement - #498
Justification		Annual Impact and Description of Operating Budget Impact
Floor scrubber is 18 years old and is used every week. Has multiple failing parts.		Reduced down time and repairs

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Message Board</b>		\$15,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-443	Replacement - #637
Justification		Annual Impact and Description of Operating Budget Impact
Replacement of 18-year-old, unreliable, message board used for special events, street closures, construction notices and other miscellaneous updates.		No Impact

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
<b>Street Sweeper</b>		\$237,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
61-20-2500	413-443	Replacement - #427
Justification		Annual Impact and Description of Operating Budget Impact
Scheduled replacement per Vehicle Replacement Schedule. Utilized regularly by Street Division.		Decrease due to reduced repairs and downtime.

**062 IT EQUIPMENT REPLACEMENT FUND**

**\$375,000**



<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Core Network Switch Replacement (4)</b>		<b>\$230,000</b>
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
62-20-2500	413-431	Replacement
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>The current network infrastructure was put in place in 2011. The configuration utilized four core switches, two at Village Hall and two at the Police Department. The core switches were part of a large network infrastructure project in 2011 that cost \$696,735. These core switches are designated for end-of-life from Cisco in the first quarter of 2020. Replacement of the switches is needed as they will be nine years old and due to the pending end-of-life. Budgetary research for current Cisco replacement equipment was completed to establish the expected cost. The core switches establish connectivity and data routing to all Village facilities, the Internet, and both DuComm and Cook County.</p>		No anticipated annual operating budget impact.

<b>Project Description (Quantity, if applicable)</b>		<b>FY'2020 Budget Amount</b>
<b>Cyber Security Enhancements</b>		<b>\$20,000</b>
<b>Department Code and Cost Control Center (Division)</b>	<b>Object Code</b>	<b>New, Existing or Replaced Item/ Description</b>
62-20-2500	413-431	New
<b>Justification</b>		<b>Annual Impact and Description of Operating Budget Impact</b>
<p>This will allow for additional cyber security protection. Staff has researched several vendor products that are designed to detect and alert malicious activity on the network. Adding additional measures to identify a cyber-attack is recommended. This would be in the form of an annual subscription going forward.</p>		\$5,000-\$10,000 annually

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Fire Station 1 Training Room Audio/Video Replacement		\$60,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
62-20-2500	413-431	Replace
Justification		Annual Impact and Description of Operating Budget Impact
<p>The 13-year-old aging equipment has failed, multiple pieces of the A/V system have intermittently malfunctioned and/or become obsolete. Over the past ten years the training room usage has expanded; we have held up to six officer development classes with nationally recognized instructors, the room is used for training multiple days per week, and we host multiple FD functions from swearing in receptions to retirements using the A/V equipment.</p> <p>While planning for equipment replacement, the Fire Department wishes to expand the usage of this room in order to integrate all training sessions with teleconferencing systems. The use of the proposed equipment allows for the employees at our south fire station to remain in quarters during training sessions. This equipment could also expand our registration numbers for paid training classes by opening the sessions to students that can connect using the teleconferencing system.</p>		No anticipated annual operating budget impact.

Project Description (Quantity, if applicable)		FY'2020 Budget Amount
Annual PC Replacements (25%)		\$65,000
Department Code and Cost Control Center (Division)	Object Code	New, Existing or Replaced Item/ Description
62-20-2500	413-431	Replace
Justification		Annual Impact and Description of Operating Budget Impact
<p>The Village has established an annual PC replacement program to avoid dependence on outdated computer equipment. The Village operates with about 220 computers and laptops throughout all Village departments. The replacement plan designates that 25% of computers be replaced annually, giving a four-year life cycle for each Village computer. Computers are purchased with a four-year parts and labor warranty, leaving any repair expenses to occur after the fourth year of usage.</p>		No anticipated annual operating budget impact.

**Table II**  
**Village of Hanover Park**  
**2020 Capital Improvement Program by Fund**

<b>Fund</b>	<b>CCC</b>	<b>Account</b>	<b>Description</b>	<b>FY'20 Cost</b>
<b>011</b>	2600	413-422	Street Program (Including preventative maintenance)	\$ 1,100,000
	2600	413-422	Street Reconstruction (using \$834K DCEO Grant, if r'cvd.)	\$ 900,000
				<b>\$ 2,000,000</b>
				<b>14%</b>
<b>012</b>	2600	413-422	Irving Park Road Lighting and Safety Improvements	\$ 800,004
	2600	413-422	Lake Street Pedestrian Access (CMAQ - Village's Share)	\$ 20,000
				<b>\$ 820,004</b>
				<b>6%</b>
<b>013</b>	2100	413-422	Replace Light Fixtures with LED	\$ 7,000
				<b>\$ 7,000</b>
				<b>0%</b>
<b>014</b>	2100	413-422	Replace Light Fixtures with LED	\$ 9,000
				<b>\$ 9,000</b>
				<b>0%</b>
<b>017</b>	6700	413-422	Miscellaneous Improvements	\$ 10,000
	6700	413-422	Phase 4 of Sports Complex	\$ 1,523,025
				<b>\$ 1,533,025</b>
				<b>11%</b>
<b>031</b>	2300	413-421	Fire Station #2 Design	\$ 375,000
	2300	413-421	HVAC Building Automation	\$ 40,000
	2300	413-422	West Branch Stabilization - Anne Fox to Village Limits (Design)	\$ 15,000
	2300	413-422	Arterial Fence (Stearns Road)	\$ 55,000
	2300	413-422	Arterial Fence Maintenance	\$ 30,000
	2300	413-422	New Entryway Signs (3)	\$ 75,000
	2300	413-422	Replacement Parkway Trees	\$ 25,000
	2300	413-422	Storm Sewers and Drainage Improvements	\$ 100,000
	2300	413-422	Street Banners (Winter)	\$ 40,000
	2300	413-422	Village Hall Parking Lot Resurfacing (PW Yard)	\$ 100,000
	2300	413-443	Autopulse CPR Units	\$ 17,514
	2300	413-443	Biphasic Cardiac Monitor/Defibrillator/Pace maker	\$ 42,500
	2300	413-443	DuComm Second Facility	\$ 35,000
	2300	413-443	DuJIS Records Management System	\$ 77,000
	2300	413-443	DuJIS RMS System Interfaces	\$ 65,000
	2300	413-443	Firefighter Protective Gear (12 sets)	\$ 47,284
	2300	413-443	Hazardous Materials Monitoring Capability Upgrade	\$ 17,800
	2300	413-443	Protective Vests/CRT Vests/Equipment	\$ 27,600
2300	413-443	Station 15 - Roof Repair	\$ 7,000	
2300	413-443	Tactical Ballistic Safety Vest and Helmet (15 sets)	\$ 21,750	
2300	413-443	Tech Rescue Turnout Gear	\$ 7,875	
				<b>\$ 1,221,323</b>
				<b>9%</b>
<b>033</b>	2200	413-421	Façade Grants & Historic Preservations	\$ 50,000
	2200	413-422	Village Center streetscaping, plaza and park	\$ 4,000,000
				<b>\$ 4,050,000</b>
				<b>29%</b>

**Table II**  
**Village of Hanover Park**  
**2020 Capital Improvement Program by Fund**

<b>Fund</b>	<b>CCC</b>	<b>Account</b>	<b>Description</b>	<b>FY'20 Cost</b>
<b>050</b>	5020	413-443	Electrical Upgrade to Schick Road Pump Station	\$ 25,000
	5020	413-473	Raw Well Pump to Waste Systems	\$ 500,000
	5020	413-473	Well #6 Rehab	\$ 15,000
	5030	413-472	Water Main Replacement	\$ 750,000
	5040	413-443	Neptune MRX	\$ 15,000
	5050	413-443	Emergency Pump Replacement	\$ 50,000
	5050	413-461	Replace Scum Pump #2	\$ 10,000
	5050	413-461	Replace WAS Pumps 1 & 2	\$ 37,500
	5060	413-462	Barrington Road Sanitary Sewer Replacement	\$ 150,000
	5060	413-462	I & I / MWRD Reporting	\$ 60,000
	5060	413-462	Sanitary Sewer Backup Prevention	\$ 5,000
	5060	413-462	Sanitary Sewer Rehab and Replacement	\$ 100,000
				<b>\$ 1,717,500</b>
			<b>12%</b>	
<b>051</b>	2500	413-422	Parking Lot Resurfacing	\$ 75,000
	2500	413-422	Pedestrian Safety Improvements	\$ 1,050,000
	2500	413-422	Solar Carports	\$ 250,000
			<b>\$ 1,375,000</b>	
			<b>10%</b>	
<b>061</b>	2500	413-441	CSO Van (Replacing #188)	\$ 30,000
	2500	413-441	New Police Squad parts and accessories	\$ 12,000
	2500	413-441	Police Squads (4)	\$ 174,400
	2500	413-441	SUV (Replacing #132)	\$ 32,500
	2500	413-442	Ambulance (Replacing #383)	\$ 327,000
	2500	413-442	Pickup Truck (Replacing #94)	\$ 34,000
	2500	413-442	Pickup Truck (Replacing #351)	\$ 38,000
	2500	413-442	Pickup Truck (Replacing #7)	\$ 32,400
	2500	413-442	Utility Truck (Replacing #300)	\$ 48,000
	2500	413-443	Floor Scrubber (Replacing #498)	\$ 20,000
	2500	413-443	Message Board (Replacing #637)	\$ 15,000
	2500	413-443	Street Sweeper (Replacing #427)	\$ 237,000
				<b>\$ 1,000,300</b>
			<b>7%</b>	
<b>062</b>	2500	413-431	Core Switch Replacement VH/PD (4)	\$ 230,000
	2500	413-431	Cyber Security Enhancements	\$ 20,000
	2500	413-431	FD Training Room Audio/Video Replacement	\$ 60,000
	2500	413-431	PC Replacements	\$ 65,000
			<b>\$ 375,000</b>	
			<b>3%</b>	
<b>Grand Total</b>				<b>\$ 14,108,152</b>

**Table III  
Village of Hanover Park  
2020 Capital Improvement Program by Category**

<b>Fund</b>	<b>CCC</b>	<b>Account</b>	<b>Description</b>	<b>FY'20 Cost</b>
<b>Buildings</b>				
031	2300	413-421	Fire Station #2 Design	\$ 375,000
031	2300	413-421	HVAC Building Automation	\$ 40,000
033	2200	413-421	Façade Grants & Historic Preservations	\$ 50,000
				<b>\$ 465,000</b>
				<b>3%</b>
<b>Improvements Other Than Buildings</b>				
011	2600	413-422	Street Program, including preventative maintenance	\$ 1,100,000
011	2600	413-422	Street Reconstruction (Using \$834K DCEO Grant, if rcv'd.)	\$ 900,000
012	2600	413-422	Irving Park Road Lighting and Safety Improvements	\$ 800,004
012	2600	413-422	Lake Street Pedestrian Access (CMAQ - Village's Share)	\$ 20,000
013	2100	413-422	Replace light fixtures with LED	\$ 7,000
014	2100	413-422	Replace light fixtures with LED	\$ 9,000
017	6700	413-422	Miscellaneous Improvements	\$ 10,000
017	6700	413-422	Phase 4 of Sports Complex	\$ 1,523,025
031	2300	413-422	Anne Fox to Village Limits (Design)	\$ 15,000
031	2300	413-422	Arterial Fence (Stearns Road)	\$ 55,000
031	2300	413-422	Arterial Fence Maintenance	\$ 30,000
031	2300	413-422	New Entryway Signs (3)	\$ 75,000
031	2300	413-422	Replacement Parkway Trees	\$ 25,000
031	2300	413-422	Storm Sewers and Drainage Improvements	\$ 100,000
031	2300	413-422	Street Banners (winter)	\$ 40,000
031	2300	413-422	Village Hall Parking Lot Resurfacing (PW Yard)	\$ 100,000
033	2200	413-422	Village Center streetscaping, plaza and park	\$ 4,000,000
051	2500	413-422	Parking Lot Resurfacing	\$ 75,000
051	2500	413-422	Pedestrian Safety Improvements	\$ 1,050,000
051	2500	413-422	Solar Carports	\$ 250,000
				<b>\$ 10,184,029</b>
				<b>72%</b>
<b>Office Equipment</b>				
062	2500	413-431	Core Switch Replacement VH/PD (4)	\$ 230,000
062	2500	413-431	Cyber Security Enhancements	\$ 20,000
062	2500	413-431	FD Training Room Audio/Video Replacement	\$ 60,000
062	2500	413-431	PC Replacements	\$ 65,000
				<b>\$ 375,000</b>
				<b>3%</b>
<b>Other Equipment</b>				
031	2300	413-443	Autopulse CPR Units	\$ 17,514
031	2300	413-443	Biphasic Cardiac Monitor/Defibrillator/Pace maker	\$ 42,500
031	2300	413-443	DuComm Second Facility (Ends in 2030)	\$ 35,000
031	2300	413-443	DuJIS Records Management System	\$ 77,000
031	2300	413-443	DuJIS RMS System Interfaces	\$ 65,000
031	2300	413-443	Firefighter Protective Gears (12) sets	\$ 47,284
031	2300	413-443	Hazardous Materials Monitoring Capability Upgrade	\$ 17,800
031	2300	413-443	Protective Vests/CRT Vests/Equipment	\$ 27,600
031	2300	413-443	Station 15 - Roof Repair	\$ 7,000
031	2300	413-443	Tactical Ballistic Safety Vest and Helmet (15 sets)	\$ 21,750
031	2300	413-443	Tech Rescue Turnout Gear	\$ 7,875
050	5020	413-443	Electrical Upgrade to Schick Road Pump Station	\$ 25,000

**Table III  
Village of Hanover Park  
2020 Capital Improvement Program by Category**

<b>Fund</b>	<b>CCC</b>	<b>Account</b>	<b>Description</b>	<b>FY'20 Cost</b>
050	5040	413-443	Neptune MRX	\$ 15,000
050	5050	413-443	Emergency Pump Replacement	\$ 50,000
061	2500	413-443	Floor Scrubber - 6400 (replacing #498)	\$ 20,000
061	2500	413-443	Message Board - 6200 (replacing #637)	\$ 15,000
061	2500	413-443	Street Sweeper - 6200 (replacing #427)	\$ 237,000
				<b>\$ 728,323</b>
				<b>5%</b>
<b>Vehicles</b>				
061	2500	413-441	CSO Van - 8200 (replacing #188)	\$ 30,000
061	2500	413-441	New Police Squad parts and accessories	\$ 12,000
061	2500	413-441	Police Squads - 8200 (replacing #170, #172, #176 & #182)	\$ 174,400
061	2500	413-441	SUV - 5020 (replacing #132)	\$ 32,500
061	2500	413-442	Ambulance - 7200 (replacing #383)	\$ 327,000
061	2500	413-442	Pickup Truck - 1/2 Ton - 6400 (replacing #94)	\$ 34,000
061	2500	413-442	Pickup Truck - 3/4 Ton - 7200 (replacing #351)	\$ 38,000
061	2500	413-442	Pickup Truck - 3/4 Ton with Liftgate - 6200 (replacing #7)	\$ 32,400
061	2500	413-442	Utility Truck - 7200 (replacing #300)	\$ 48,000
				<b>\$ 728,300</b>
				<b>5%</b>
<b>Water and Sewer Improvements</b>				
050	5050	413-461	Replace Scum Pump #2	\$ 10,000
050	5050	413-461	Replace WAS Pumps 1&2	\$ 37,500
050	5060	413-462	Barrington Road Sanitary Sewer Replacement	\$ 150,000
050	5060	413-462	I&I/MWRD Reporting	\$ 60,000
050	5060	413-462	Sanitary Sewer Backup Prevention	\$ 5,000
050	5060	413-462	Sanitary Sewer Rehab and Replacement	\$ 100,000
050	5030	413-472	Water Main Replacement	\$ 750,000
050	5020	413-473	Raw Well Pump to Waste Systems	\$ 500,000
050	5020	413-473	Well #6 Rehab	\$ 15,000
				<b>\$ 1,627,500</b>
				<b>12%</b>
<b>Grand Total</b>				<b>\$ 14,108,152</b>

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# APPENDIX

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**This supporting section includes the following:**

## **Appendix**

- A Employee History**
- B Three Year Comparison of Budgeted Positions**
- C Schedule of Direct and Overlapping Bonded Debt**
- D Assessed Value and Actual Value of Taxable Property**
- E Direct and Overlapping Property Tax Rates – Cook County**
- F Direct and Overlapping Property Tax Rates – DuPage County**
- G Property Tax Levies and Collections**
- H Principle Property Taxpayers**
- I Ratios of Outstanding Debt by Type**
- J Ratios of General Bonded Debt Outstanding**
- K Principal Employers**
- L Glossary of Key Terms**

## Village of Hanover Park Employee History

	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>	<u>FY2018</u>	<u>FY2019</u>	<u>FY2020</u>
<b>Police</b>	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00	85.00
<b>Fire</b>	40.00	40.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00	41.00
<b>Public Works</b>	37.20	37.20	37.20	37.2	37.2	37.2	32.00	32.00	32.00	32.00
<b>Community Development</b>	2.00	3.00	2.00	3.00	3.00	3.00	3.00	3.00	4.00	4.00
<b>Finance</b>	6.40	4.40	4.40	4.40	4.40	4.40	9.00	9.00	9.00	9.00
<b>Information Technology</b>	1.95	1.95	1.95	1.95	1.95	1.95	3.00	3.00	3.00	3.00
<b>Water &amp; Sewer</b>	11.00	11.00	11.00	11.00	11.00	12.04	11.00	11.00	11.00	11.00
<b>Commuter Lot</b>	2.20	2.20	2.20	2.20	2.20	2.20	2.00	2.00	2.00	2.00
<b>Other (Administration, Engineering, etc.)</b>	8.56	8.56	8.56	8.56	8.56	9.56	12.00	12.00	13.00	13.00
<b>TOTAL FULL-TIME:</b>	<b>194.00</b>	<b>193.00</b>	<b>193.00</b>	<b>194.00</b>	<b>194.00</b>	<b>196.00</b>	<b>198.00</b>	<b>198.00</b>	<b>200.00</b>	<b>200.00</b>
<b>Added (Full-time Positions):</b>	4	1	2	1	0	2	0	0	2	1
<b>Deleted (Full-time Positions):</b>	1	2	2	0	0	0	0	0	0	1

**FY2011**

+ (4) Police Officers  
- Forestry Supervisor

**FY2012**

+ Planner  
- Water Billing/Village Service Rep.  
- Water Billing Service Representative

**FY2013**

+ Chief of Inspectional Services  
+ Building Maintenance Worker II  
- Community Development Director  
- Chief Building Official

**FY2014**

+ Comm. & Econ. Dev. Dir

**FY2015**

**FY2016**

+ Deputy Village Manager  
+ Village Eng./Asst. PW Dir.

**FY2017**

**FY2018**

**FY2019**

+ Asst. Village Engineer  
+ Associate Planner

**FY2020**

+ Equipment Operator  
- Water Dist. Supervisor

## Hanover Park Employees

## 3-Year Comparison of Budgeted Positions

DEPARTMENT	FY'18	FY'19	FY'20
<b><u>VILLAGE CLERK</u></b>			
Deputy Village Clerk	1	1	1
<b>Total full-time employees</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>VILLAGE COLLECTOR</u></b>			
Village Collector	1	1	1
<b>Total full-time employees</b>	<b>1</b>	<b>1</b>	<b>1</b>
<b><u>VILLAGE ADMINISTRATION</u></b>			
Village Manager	1	1	1
Deputy Village Manager	1	1	1
Administrative Assistant	1	1	1
<b>Total full-time employees</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>HUMAN RESOURCES DEPARTMENT</u></b>			
Human Resources Director	1	1	1
Payroll & Benefits Specialist	1	1	1
Human Resources Generalist	1	1	1
Human Resources Clerk (P.T.)	P.T. 1	P.T. 1	P.T. 1
<b>Total full-time employees</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>INFORMATION TECHNOLOGY DEPARTMENT</u></b>			
Chief Information Officer	1	1	1
Application Systems Analyst	1	1	1
Network Systems Administrator	1	1	1
<b>Total full-time employees</b>	<b>3</b>	<b>3</b>	<b>3</b>
<b><u>FINANCE DEPARTMENT</u></b>			
Finance Director	1	1	1
Assistant Finance Director	1	1	1
Accountant	1	1	1
Account Technician	2	2	2
Water Billing Representative	2	2	2
Village Services Representative	3	3	3
Receptionist	1	1	1
Water Billing/Village Services Representative (P.T.)	P.T.	P.T.	P.T.
Water Billing Representative (Seasonal)	P.T.	P.T. 1	P.T. 1
<b>Total full-time employees</b>	<b>11</b>	<b>11</b>	<b>11</b>

**APPENDIX B**

<b>DEPARTMENT</b>	<b>FY'18</b>	<b>FY'19</b>	<b>FY'20</b>
<b><u>PUBLIC WORKS DEPARTMENT</u></b>			
Public Works Director	1	1	1
Fleet Services Manager	1	1	1
Wastewater Treatment Plan Supervisor	1	1	1
Water Supply Supervisor	1	1	1
Building Maintenance Supervisor	1	1	1
Water Distribution Supervisor	1	1	0
Streets Supervisor	1	1	1
Mechanic	4	4	4
Wastewater Treatment Plant Operator	4	4	4
Water Supply Operator	2	2	2
Building Maintenance Worker II	2	2	2
Equipment Operator	7	7	8
Maintenance Worker	13	13	13
Building Maintenance Worker I	2	2	2
Groundskeeper	1	1	1
Administrative Assistant	1	1	1
Janitor II (P.T.)	P.T. 1	P.T. 1	P.T. 1
Janitor I (P.T.)	P. T.2	P. T.2	P. T.2
Seasonal Laborers	P.T. 8	P.T. 8	P.T. 8
<b>Total full-time employees</b>	<b>43</b>	<b>43</b>	<b>43</b>

<b><u>ENGINEERING DEPARTMENT</u></b>			
Village Engineer/Asst. Dir. PW	1	1	1
Engineering Technician	2	2	2
Administrative Assistant	1	1	1
Civil Engineer	0	0	0
Asst. Village Engineer	0	1	1
<b>Total full-time employees</b>	<b>4</b>	<b>5</b>	<b>5</b>

<b><u>FIRE DEPARTMENT</u></b>			
Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Battalion Chief	3	3	3
Fire Lieutenant	6	6	6
Firefighter/Paramedic	24	24	24
Administrative Assistant	1	1	1
P.T. Firefighter (+/-25)	P.T.	P.T.	P.T.
Chief of Inspectional Services	1	1	1
Plan Reviewer/Project Coordinator	1	1	1
Health Officer/Commercial Code Official	1	1	1
Building Inspector	1	1	1
Permit Coordinator	1	1	1
<b>Total full-time employees</b>	<b>41</b>	<b>41</b>	<b>41</b>

DEPARTMENT	FY'18	FY'19	FY'20
<b><u>POLICE DEPARTMENT</u></b>			
Police Chief	1	1	1
Deputy Chief	2	2	2
Lieutenant	3	3	3
Sergeant	6	6	6
Police Officer	49	49	49
Police Social Worker	1	1	1
Court Services Coordinator	1	1	1
Community Service Officer (CSO)	4	4	4
Community Service Officer – Property Custodian	1	1	1
Code Enforcement Officer	5	5	5
Code Enforcement Supervisor	1	1	1
Administrative Assistant	1	1	1
Police Accreditation & Grants Manager	1	1	1
Police Records Supervisor	1	1	1
Police Records Clerk	7	7	7
Parking Enforcement Officer	1	1	1
Parking Enforcement Officer (P.T.)	P.T. 1	P.T. 1	P.T. 1
Police Desk Officer (P.T.)	P.T. 2	P.T. 2	P.T. 2
Police Records Aide (P.T.)	P.T. 9	P.T. 9	P.T. 9
Seasonal Appearance Officer (P.T.)	P.T. 1	P.T. 1	P.T. 1
Administrative Assistant – Code Enforcement (P.T.)	P.T. 2	P.T. 2	P.T. 2
<b>Total full-time employees</b>	<b>85</b>	<b>85</b>	<b>85</b>

<b><u>COMMUNITY DEVELOPMENT DEPARTMENT</u></b>			
Community Development Director	1	1	1
Planner	1	1	1
Administrative Assistant	1	1	1
Associate Planner (P.T.)	1	0	0
Associate Planner (FT)	0	1	1
<b>Total full-time employees</b>	<b>3</b>	<b>4</b>	<b>4</b>

<b><u>VILLAGE-WIDE TOTALS</u></b>			
<b>NO. OF FULL-TIME EMPLOYEES:</b>	<b>198</b>	<b>200</b>	<b>200</b>
<b>NO. OF PART-TIME EMPLOYEES; (Excluding seasonal)</b>	<b>42</b>	<b>41</b>	<b>41</b>
<b>GRAND TOTAL ALL EMPLOYEES</b>	<b>240</b>	<b>241</b>	<b>241</b>

## VILLAGE OF HANOVER PARK, ILLINOIS

Schedule of Direct and Overlapping Bonded Debt  
December 31, 2018

Governmental Unit	Gross Debt	Percentage to Debt Applicable to Village (1)	Village's Share of Debt
Village of Hanover Park	\$ <u>15,605,000</u>	100.00%	\$ <u>15,605,000</u>
School District # 20	10,525,000	40.95%	4,309,672
School District #93	10,880,000	41.94%	4,563,072
High School District #87	51,230,000	20.91%	10,713,730
High School District #108	23,445,000	22.43%	5,258,245
High School District #211	-	24.83%	-
Community School District #46	260,203,766	57.54%	149,716,043
Community College District #502	151,525,000	2.53%	3,832,067
Community College District #509	173,388,754	4.72%	8,183,949
Community College District #512	<u>145,588,367</u>	3.61%	<u>5,255,740</u>
Total School Districts	<u>826,785,887</u>		<u>191,832,518</u>
Cook County	3,085,186,750	4.21%	129,886,362
DuPage County	31,845,000	1.79%	569,070
Cook County Forest Preserve District	150,960,000	0.53%	800,088
DuPage County Forest Preserve District	111,711,749	1.22%	1,361,766
Metropolitan Water Reclamation District	2,480,560,091	3.42%	84,835,155
Bartlett Park District	23,025,000	6.26%	1,442,286
Hanover Park Park District	1,292,960	5.63%	72,845
Schaumburg Park District	17,960,000	5.52%	991,392
Poplar Creek Library District	15,700,000	5.34%	839,008
Bloomington Fire Protection District	-	6.68%	-
Total Others	<u>5,918,241,550</u>		<u>220,797,973</u>
Total Overlapping Debt	<u>6,745,027,437</u>		<u>412,630,491</u>
Total Direct and Overlapping Debt	<u>6,760,632,437</u>		<u>428,235,491</u>

Data Source: Cook and DuPage County Clerk's

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the Village. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the Village. Every resident is not responsible for paying the debt of each overlapping government.

VILLAGE OF HANOVER PARK, ILLINOIS

Equalized Assessed Value of Taxable Property - Last Ten Fiscal Years  
December 31, 2018

Tax Levy Year	Residential Property	Farm	Commerical Property	Industrial Property	Total	Railroad	Total Equalized Assessed Value
2009	646,155,690	23,096	78,379,577	86,172,595	810,730,958	25,317	810,756,275
2010	591,605,225	25,245	71,549,079	80,447,378	743,626,927	26,401	743,653,328
2011	534,597,946	27,576	77,215,814	84,071,033	695,912,369	23,933	695,936,302
2012	480,379,181	30,168	74,230,983	72,016,294	626,656,626	29,291	626,685,917
2013	406,835,524	33,020	67,553,125	67,949,060	542,370,729	31,070	542,401,799
2014	402,877,399	37,449	71,681,951	58,665,170	533,261,969	42,030	533,303,999
2015	393,686,769	40,143	68,982,503	63,099,260	525,808,675	45,643	525,854,318
2016	446,629,325	43,554	71,492,610	67,664,580	585,830,069	55,881	585,885,950
2017	464,697,331	71,204	75,750,754	69,672,030	610,191,319	45,345	610,236,664
2018	478,133,363	76,027	74,929,309	71,309,510	624,448,209	41,090	624,489,299

Data Source: Cook and DuPage County Clerk's and Treasurer's Offices

VILLAGE OF HANOVER PARK, ILLINOIS

Direct and Overlapping Property Tax Rates-Cook County  
December 31, 2018

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Village of Hanover Park										
General Corporate rate	1.053	1.305	1.385	1.686	2.309	2.356	2.475	1.504	1.413	1.412
Police Pension	-	-	-	-	-	-	-	0.421	0.453	0.497
Fire Pension	-	-	-	-	-	-	-	0.253	0.279	0.302
Debt Service Rate	0.114	0.244	0.205	0.253	0.328	0.331	0.388	0.335	0.327	0.334
Total Direct Tax Rate	1.167	1.549	1.590	1.939	2.637	2.687	2.863	2.513	2.472	2.545
Overlapping Rates (1)										
School District #46	4.339	5.026	5.507	6.540	7.580	7.668	7.947	6.837	6.932	7.120
School District #509	0.354	0.434	0.475	0.546	0.638	0.638	0.654	0.570	0.562	0.612
Hanover Park Park District	0.371	0.429	0.442	0.511	0.629	0.624	0.665	0.597	0.597	0.628
County including Forest Preserve										
District and TB Sanitarium	0.443	0.474	0.545	0.594	0.629	0.637	0.621	0.596	0.558	0.549
Hanover Township	0.239	0.248	0.287	0.324	0.391	0.298	0.318	0.275	0.281	0.297
Metropolitan Water Reclamation District	0.261	0.274	0.320	0.370	0.417	0.430	0.426	0.406	0.402	0.396
Northwest Mosquito Abatement District	0.008	0.009	0.010	0.011	0.013	0.013	0.011	0.010	0.010	0.011
Poplar Creek Library	0.350	0.394	0.449	0.515	0.631	0.632	0.663	0.580	0.590	0.621
Community Mental Health	0.033	0.038	0.044	0.050	0.061	0.061	0.058	0.057	0.059	0.063
Consolidated Elections	-	-	-	-	0.031	-	0.034	-	0.031	-
Total Direct and Overlapping Tax Rate	7.565	8.875	9.669	11.400	13.657	13.688	14.260	12.441	12.494	12.842

Data Source: Cook County Clerk

Note: Overlapping rates are those of local and county governments that apply to property owners within the Village. Not all overlapping rates apply to all Village property owners.

VILLAGE OF HANOVER PARK, ILLINOIS

Direct and Overlapping Property Tax Rates-DuPage County  
December 31, 2018

	2009	2010	2011	2012	2013	2014	2015	2016	2017	2018
Village of Hanover Park:										
General Corporate rate	0.5478	0.6262	0.7209	0.9039	0.9991	0.9836	0.9664	0.5699	0.4692	0.3819
Fire Protection	0.7077	0.7477	0.8068	0.9790	1.1292	1.3204	1.4449	0.9381	0.8951	0.8694
Police Pension	-	-	-	-	-	-	-	0.3676	0.379	0.3802
Fire Pension	-	-	-	-	-	-	-	0.2791	0.293	0.2882
Debt Service Rate	0.1200	0.2091	0.1989	0.2498	0.2658	0.2816	0.3233	0.2863	0.2685	0.2505
<b>Total Direct Tax Rate</b>	<b>1.3755</b>	<b>1.5830</b>	<b>1.7266</b>	<b>2.1327</b>	<b>2.3941</b>	<b>2.5856</b>	<b>2.7346</b>	<b>2.4410</b>	<b>2.3051</b>	<b>2.1702</b>
Overlapping Rates										
School District #93	3.7112	3.9130	4.1112	4.6112	5.0165	5.1272	5.0951	4.8165	4.6931	4.5643
School District #87	1.6749	1.8378	2.0199	2.2868	2.4877	2.5824	2.5173	2.4030	2.3402	2.2834
Community College #502	0.2127	0.2349	0.2495	0.2681	0.2956	0.2975	0.2786	0.2626	0.2431	0.2317
Hanover Park Park District	0.4091	0.4250	0.4554	0.5614	0.5673	0.5834	0.6099	0.5606	0.5415	0.5194
County including Forest Preserve										
District and Airport	0.2919	0.3138	0.3356	0.3639	0.3875	0.3944	0.3781	0.3538	0.3221	0.3097
Wayne Township	0.1268	0.1378	0.1479	0.1626	0.1796	0.1880	0.1847	0.1759	0.1724	0.1704
Poplar Creek Library	0.4003	0.4158	0.4553	0.5977	0.6249	0.6272	0.6601	0.5893	0.5725	0.5552
<b>Total Direct and Overlapping Tax Rate</b>	<b>8.2024</b>	<b>8.8611</b>	<b>9.5014</b>	<b>10.9844</b>	<b>11.9532</b>	<b>12.3857</b>	<b>12.4584</b>	<b>11.6027</b>	<b>11.1900</b>	<b>10.8043</b>

Data Source: DuPage County Clerk

Note: Overlapping rates are those of local and county governments that apply to property owners within the Village. Not all overlapping rates apply to all Village property owners.

VILLAGE OF HANOVER PARK, ILLINOIS

Property Tax Levies and Collections  
December 31, 2018

Tax Levy Year	Fiscal Year Ended	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
			Amount	Percentage of Levy		Amount	Percentage of Levy
2008	2009	8,997,079	1,689,164	18.77%	7,089,615	8,778,779	97.57%
2009	2010	9,360,557	1,840,527	19.66%	7,062,439	8,902,966	95.11%
2010	2011	11,081,993	1,677,810	15.14%	8,982,838	10,660,648	96.20%
2011	2012	11,294,245	2,548,018	22.56%	8,275,778	10,823,796	95.83%
2012	2013	11,718,824	2,478,683	21.15%	9,266,108	11,744,791	100.22%
2013	2014	12,692,238	4,013,571	31.62%	7,372,791	11,386,362	89.71%
2014	2015	13,249,064	13,110,424	98.95%	78,554	13,188,978	99.55%
2015	2016	13,386,715	13,577,532	101.43%	16,177	13,593,709	101.55%
2016	2017	13,386,715	13,475,667	100.66%	-	13,475,667	100.66%
2017	2018	13,386,715	13,322,460	99.52%	-	13,322,460	99.52%

Note: Levies for all Special Service Areas have been excluded from this table.

Data Source: Village Records

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Property Tax Payers - Current Year and Nine Years Ago  
December 31, 2018

Taxpayer	2018			2010		
	Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
AMB Prop RE Tax Co.	\$ 12,923,090	1	2.12%	11,713,940	2	1.48%
Bradley Real Estate Co.	-			11,097,950	1	1.41%
Cabot Properties - Hanover Corp center	-			8,047,530	3	1.02%
Menards	2,654,687	7	0.44%	7,993,491	4	1.01%
Fisher Scientific Company	3,701,710	2	0.61%	5,114,500	7	0.65%
IDI Services - Hanover Corp Center	-			6,942,650	5	0.88%
Wheaton Bank Trust 1238	-			5,529,462	6	0.70%
Northern Builders, Inc.	-			4,463,360	10	0.57%
GPT Hunter Road - Insight	2,720,250	6	0.45%	-		
Cardinal Capital Partners - GE Trans	3,157,350	3	0.52%	-		
Iron Mountain Information Mgmt.	2,300,000	8	0.38%	-		
MS Claremont LP - Symphony	2,954,351	4	0.48%	-		
NewPlan Excel Realty	3,056,421	4	0.50%	-		
Pebblewood Court Apts.	-			4,779,945	9	0.61%
National Shopping Plaza	1,000,961	9	0.16%	-		
Public Storage	768,806	10	0.13%	-		
Kmart Corporation	-			5,102,508	8	0.65%
	<u>\$ 35,237,626</u>		<u>5.79%</u>	<u>70,785,336</u>		<u>8.98%</u>

Data Source: Office of the Cook and DuPage County Clerk's

VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of Outstanding Debt By Type - Last Ten Fiscal Years  
December 31, 2018

Fiscal Year Ended	Governmental Activities			Business-Type Activities		Total Primary Government	Total Equalized Assessed Value (EAV)	Percentage of EAV	Per Capita
	General Obligation Bonds	Notes Payable	Tax Increment Revenue Bonds	IEPA Loan					
2010	19,140,000	-	-	2,522,513		21,662,513	810,756,275	2.67%	565.91
2011	23,095,000	-	-	2,225,029		25,320,029	743,653,328	3.40%	666.79
2012	22,030,000	-	-	1,919,889		23,949,889	695,936,302	3.44%	630.71
2013	21,289,045	-	-	1,606,283		22,895,328	626,685,917	3.65%	602.94
2014	20,477,418	-	-	1,283,975		21,761,393	542,401,799	4.01%	573.08
2014B	19,615,000	-	-	1,067,648		20,682,648	542,401,799	3.81%	544.67
2015	18,654,164	-	-	730,463		19,384,627	533,303,999	3.63%	510.90
2016	17,667,537	-	-	383,924		18,051,461	525,854,318	3.43%	475.84
2017	16,635,910	-	-	151,013		16,786,923	585,885,950	2.87%	442.58
2018	15,584,283	-	-	36,694		15,620,977	610,236,664	2.56%	411.92

Data Source: Village's Records

## VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years  
December 31, 2018

Fiscal Year Ended	Gross General Obligation Bonds	Less: Amounts Available in Debt Service Funds	Total	Percentage of Equalized Assessed Value	Per Capita
2010	19,140,000	169,528	18,970,472	2.34%	495.60
2011	23,095,000	-	23,095,000	3.06%	608.20
2012	22,030,000	234,149	21,795,851	3.13%	573.98
2013	21,289,045	370,984	20,918,061	3.34%	550.87
2014	20,477,418	553,653	19,923,765	3.67%	524.68
2014B	19,615,000	214,928	19,400,072	3.58%	510.89
2015	18,654,164	172,733	18,481,431	3.47%	486.70
2016	17,667,537	192,710	17,474,827	3.31%	460.19
2017	16,635,910	288,429	16,347,481	2.79%	430.50
2018	15,584,283	379,804	15,204,479	2.49%	400.40

Data Source: Village Records

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Employers - Current Fiscal Year and Nine Fiscal Years Ago  
December 31, 2018

Employer	2018 (1)			2009 (2)		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Maines Paper & Food Service	400	1	8.00%	400	1	8.00%
Fischer Scientific	300	2	6.00%	350	2	7.00%
Insight Enterprises, Inc.	254	3	5.08%	250	3	5.00%
Camcraft, Inc.	245	4	4.90%	225	4	4.50%
Fuji Film	209	6	4.18%	150	7	3.00%
Everpure, LLC	200	7	4.00%	200	5	4.00%
Village of Hanover Park				196	6	3.92%
Jabil Packaging Solutions	180	8	3.60%			
AMPAC	122	9	2.44%			
Wilson Pet Supply				120	8	2.40%
Quintessence Publishing	100	10	2.00%			
Menards	210	5	4.20%			
Iron Mountain				100	9	2.00%
Round Ground Metals Inc				98	10	1.96%
	<u>2,220</u>		<u>44.40%</u>	<u>2,089</u>		<u>41.78%</u>

Data Sources: Village Community Development Department Records and U.S. Census Bureau.

## VILLAGE OF HANOVER PARK

### GLOSSARY OF KEY TERMS

**ABATEMENT** - A deduction from the full amount of a tax. Usually related to reduction of tax levies for payment of principal and interest on general obligation bonds

**ACCOUNTING SYSTEM** - The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity or fund

**ACCRUAL** – Being a method of accounting that recognizes income when earned and expenses when incurred regardless of when cash is received or disbursed

**ACLS** - Advance Cardiac Life Support

**ACTIVITY** - An organization classification composed of related work programs aimed at accomplishing a major service or regulatory program for which a government is responsible. Activity expenditure functions relate to the principal purpose/service for which expenditures are made

**ADA** - Americans with Disability Act. A law requiring public facilities to be accessible to all

**AIPC** – American Institute of Certified Planners

**APIARY** – A place where beehives of honey bees are kept

**APPROPRIATION** - A legal authorization granted by the Village Board to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended

**ARB** - Automatic Reading and Billing. A device located on the exterior of buildings to allow remote reading of water meters

**ASSESSED VALUATION** - A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the County Assessor.)

**ASSETS** - Property owned by a government

**ATM** – Advanced Tactical Mapping

**AUDIT** - A systematic collection of sufficient, competent evidential matter needed to attest to the fairness of the presentation of the Village's financial statements. The audit tests the Village's account system to determine whether the internal accounting controls are both available and being used

**AVL** – Auto Vehicle Locators

**AWWA** – American Water Works Association

**B-BOX** – Water service shut off

**BALANCE SHEET** - The portion of the Village's financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date

**BALANCED BUDGET** - Operating revenues shall equal or exceed operating expenditures; capital equipment purchases (or transfers and associated capital grants) are not part of the operating budget

**BASIS OF ACCOUNTING** - A term used when revenues, expenditures, expenses, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on the cash, modified accrual or the accrual method

**BASSET** - Beverage Alcohol Sales and Service Education Training. A training program for liquor sellers and servers

**BOND** - A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for the financing of capital improvements

**BTLS** - Basic Trauma Life Support

## APPENDIX L

**BUDGET** - A plan of Village financial operations which includes an estimate of proposed expenditures and a proposed means of financing them. The term used without any modifier usually indicates a financial plan for a single operating year. The budget is the primary means by which the expenditure and service levels of the Village are controlled

**BUDGET MESSAGE** - The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years and the views and recommendations of the Village Manager.

**CAAS** - Commission on Accredited Ambulance Services

**CAD** - Computer Aided Dispatch or Computer Aided Drawing

**CALEA** - Commission on Accreditation for Law Enforcement Agencies

**CAPITAL IMPROVEMENT PROGRAM (CIP)** - A multiyear planning instrument used to identify needed capital acquisition and to coordinate the financing and timing of purchases/improvements

**CAPITAL OUTLAY** - Capital items are defined as tangible items such as vehicles, machinery, desks and tools costing more than \$10,000 each and having a useful life of more than one year

**CASH MANAGEMENT** - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the balance of the highest interest and return, liquidity and minimal risk with these temporary cash balances

**CDBG** - Community Development Block Grant

**CEO** - Code Enforcement Officer

**CEMP** – Comprehensive Emergency Management Plan

**CERT** – Community Emergency Response Team

**CHARGES FOR SERVICE** - User charges for services provided by the Village to those specifically benefiting from those services.

**CIP** – Capital Improvement Program

**CJIS** - Criminal Justice Information System

**CMAP** – Chicago Metropolitan Agency for Planning

**CMAQ** - Congestion Mitigation and Air Quality

**COMMODITIES** - Items of expenditure in the Operating Budget which, after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and small fixed assets are examples of commodities

**CONNECT** – Committee on Networking, Education and Community Teamwork

**CONTINGENCY** - Those funds included in the Budget for the purpose of providing a means to cover minor unexpected costs during the budget year

**CONTRACTUAL SERVICES** - Items of expenditure from services the Village received primarily from an outside company. Utilities, rent, travel and advertising are examples of contractual services

**COST CONTROL CENTER** - The primary organizational breakdown within many Village funds. Each cost control center serves a specific function or functions within the given fund entity

**CPAP** - Continuous Positive Airway Pressure

**CPR** – Cardiopulmonary Resuscitation

**CRT** – Critical Response Team

**DARE** - Drug Awareness and Resistance Education. An educational program presented by local law enforcement agencies in elementary schools

**DEBT** - A financial obligation resulting from the borrowing of money. Debts of government include bonds, notes and land contracts

**DEBT SERVICE** - Payments of principal and interest to lenders or creditors on outstanding debt

**DEFICIT** - The excess of expenditures or expenses over revenues or income during a single accounting period

**DEPARTMENT** - Departments are subdivided into cost control centers. While a department may refer to a single activity, it usually indicates a grouping of related activities. Cost control centers within a department are listed on the index tabs for each department

**DEPRECIATION** - The allocation of the cost of a fixed asset over the asset's useful life. Through this process the entire cost of the asset less any salvage value is ultimately charged off as an expense. This method of cost allocation is used in proprietary funds

**DMS** - Document Management System

**DU-COMM** - DuPage Communications. An intergovernmental agency providing emergency dispatch services to member communities and fire districts

**DUI** - Driving Under Influence

**DUJIS** – DuPage Justice Information System

**DUMEG** - DuPage Metropolitan Enforcement Group. A drug enforcement agency consisting of police officers from member communities

**EFO** – Executive Fire Officer

**EMPLOYEE BENEFITS** - Contributions made by the Village to designated funds to meet commitments or obligations for employee fringe benefits. Included are the Village's share of costs for social security and the various pensions, medical and life insurance plans.

**EMA** - Emergency Medical Agency

**EMT** - Emergency Medical Technician

**EMT A** - Emergency Medical Technician - Ambulance

**EMT B/D** - Emergency Medical Technician – Defibrillator

**EMT P** - Emergency Medical Technician - Paramedic

**ENTERPRISE FUND** - A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of the revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes

**EQUALIZED ASSESSED VALUE (EAV)** – The assessed valuation of each property multiplied by the equalization factor

**EQUALIZATION FACTOR**– A factor established by the Illinois Department of Revenue, used to bring the aggregate value of assessments within each County to 33.3% of estimated fair market value of all real property within the County

**EOC** - Emergency Operations Center

**EPA** - Environmental Protection Agency

**EPO** – Exclusive Provider Organization

**ERP** - Enterprise Resource Planning

**ESDA** - Emergency Services and Disaster Agency

**EXPENDITURES** - Decreases in net financial resources. Expenditures include current operating expenses requiring the present of future use of net current assets, debt service and capital outlays, and intergovernmental transfers

## APPENDIX L

**EXPENSES** - Charges incurred, whether paid or unpaid, resulting from the delivery of Village services

**FAE** - Fire Apparatus Engineer

**FIDUCIARY FUND** – Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension trust funds, investment trust funds, private-purpose trust funds, and agency funds

**FISCAL POLICY** - The Village's policies with respect to revenues, spending and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding

**FISCAL YEAR (FY)** - The accounting period for which an organization budgets is termed the fiscal year. In Hanover Park, the fiscal year begins May 1 and ends April 30 of the following year

**FIXED ASSETS** - Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture and other equipment

**FOIA** – Freedom of Information Act

**FTO** – Field Training Officer

**FUND** - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose. A brief description of the purpose of a fund appears on the white index page preceding each fund

**FUND BALANCE** - The fund equity of governmental funds. Changes in fund balances are the result of the difference of revenues to expenditures. Fund balances increase when revenue exceeds expenditures and decrease when expenditures exceed revenues

**GASB** - Governmental Accounting Standards Board

**GASB STATEMENT NO. 34 – BASIC FINANCIAL STATEMENTS AND MANAGEMENT'S DISCUSSION AND ANALYSIS.** This new financial reporting model includes many aspects of conventional financial reporting, and in addition, several new features including: government-wide financial statements and management's discussion and analysis. This statement was developed to make financial reports easier to understand and more useful for oversight bodies, investors, and citizens

**GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP)** - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB)

**GENERAL FUND** - Accounts for all revenues and expenditures which are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the Village. The General Fund is often referred to as the General Corporate Fund

**GENERAL OBLIGATION BONDS** - Bonds that finance a variety of public projects such as streets, buildings and improvements; the repayment of these bonds is usually made from the Debt Service Fund, and these bonds are backed by the full faith and credit of the issuing government

**GFOA** - Government Finance Officers Association

**GIS** - Geographic Information System

**GOAL** - A purpose or outcome toward which activities are directed

## APPENDIX L

**GOVERNMENTAL FUNDS** – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects and permanent funds

**GPS** - Global Positioning System

**GRANT** - An amount provided by a governmental unit or other type organization in aid or support of a particular governmental function or program

**HI-LIGHTER** - The Village of Hanover Park Newsletter

**HMO** – Health Maintenance Organization

**HPCRC** – Hanover Park Community Resource Center

**HR SALES TAX** - A 3/4 of 1% Home Rule Sales Tax on sales other than groceries and prescriptions

**HTE** - The provider of all Village centralized computer applications

**HVAC** - Heating, Ventilation and Air Conditioning system

**IAFF** - International Association of Firefighters

**IACP** - International Association of Chiefs of Police

**ICSC** - International Council of Shopping Centers

**IDDE** - Illicit Discharge Detection and Elimination

**IDOC** - Illinois Department of Conservation

**IDOT** - Illinois Department of Transportation

**IDNR** - Illinois Department of Natural Resources

**IEPA** - Illinois Environmental Protection Agency

**IFSAP** - Illinois Fire Service Administrative Professionals

**ILEOT** - Illinois Law Enforcement Officers Training Board. An organization promoting training to local enforcement agencies

**IPSI** – Illinois Public Service Institute

**INCOME** - A term used in proprietary fund-type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

**INTERFUND TRANSFERS** - Amounts transferred from one fund to another fund, primarily for work or services provided

**INTERGOVERNMENTAL REVENUES** - Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes

**IPAC** – Illinois Police Accreditation Coalition

**IPBC** - Intergovernmental Personnel Benefits Cooperative. An intergovernmental pool providing employee health and life insurance coverage for Village employees

**IPSI** – Illinois Public Service Institute

**IRMA** - Intergovernmental Risk Management Agency. An intergovernmental pool providing liability, worker's compensation, automobile and property coverage for the Village

**ISO** - Insurance Standards Office

**ISP** - Illinois State Police

**ISTEA** - Intermodal Surface Transportation Efficiency Act

**ITEP** – Illinois Transportation Enhancement Program

**JAWA** - Northwest Suburban Joint Action Water Agency. A joint venture of seven northwest suburban municipalities to secure Lake Michigan water through a purchase agreement with the City of Chicago

**JPR** – Job Performance Ratings

**JSA** – Job Safety Analysis

**JULIE** - Joint Utility Location Information for Excavators

## APPENDIX L

**LAN/WAN** - Local Area Network/Wide Area Network

**LEADS** - Law Enforcement Agencies Data System

**LESO** - Law Enforcement Support Office

**LEVY** - (Verb) to impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by the Village

**LGDF** – Local Government Distributive Fund

**LIABILITY** - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date

**MABAS** - Mutual Aid Box Alarm System

**MAJOR FUND** - Governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report. The general fund is always a major fund. Funds meeting criteria specified in GASB Statement No. 34 must also be reported as a major fund. Any other governmental or proprietary fund may be reported if the Village Officials believe that fund is particularly important to financial statement users

**MAP** - Metropolitan Alliance for Police

**MCAT** – Major Crimes Assistance Team

**METRA** - A commuter rail system serving the six county northeast Illinois region

**MDT** – Mobile Data Terminal

**MDC** – Mobile Data Computer

**MFT** - Motor Fuel Tax

**MWRD** - Metropolitan Water Reclamation District

**MODIFIED ACCRUAL BASIS** - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available" to finance expenditures of the current period. "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting

**MUNICIPAL ELECTRIC AGGREGATION** - Section 1-92 of the Illinois Power Agency Act allows for the aggregation of electric load by municipalities and counties (i.e., government aggregation). This means a municipality or county can negotiate for the purchase of the combined electric supply of its residents and eligible small businesses.

**MUTCD** – Manual on Uniform Traffic Control Devices

**NET ASSETS** – The difference between assets and liabilities as reported in the Government wide Financial Statement of the CAFR

**NET INCOME** - Proprietary fund excess of operating revenues, non-operating revenues and operating transfers in over-operating expenses, non-operating expenses and operating transfers-out

**NEXTEL** - A telecommunications company and system which provides two-way radio, cellular, paging and online messaging capabilities in a single cellular telephone unit

**NFPA** - National Fire Protection Agency

**NIPAS** – Northern Illinois Police Alarm System

## APPENDIX L

**NIMS** – National Incident Management System

**NIMEC** – Northern Illinois Municipal Electricity Cooperative. NIMEC is the Village's broker going out for supplier bids on various Village electric accounts and for the Municipal Aggregation.

**NPDES** – National Pollution Discharge Effluent System

**NSA** - Neighborhood Strategy Area

**NWSMTD** - Northwest Suburban Mass Transit District

**OBJECTIVE** - An individual aim or course of action which activities are directed

**OSFM** - Office of the State Fire Marshal

**OSHA** - Occupational Safety and Health Administration

**PACC** – Police and Citizens Connected

**PASS** - Police Area Service Specialist

**PERSONAL SERVICES** - All costs related to compensating employees, including employee benefit costs such as the Village's contribution for retirement, social security and health and life insurance

**PHCS** - Private Health Care System

**POC** - Paid on Call Firefighter

**PPO** – Preferred Provider Organization

**PROPERTY TAX** - Property taxes are levied on real property according to the property's valuation and the tax rate

**PROPRIETARY FUND** – Funds that focus on the determination of operating income, changes in net assets, financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds

**PVC** – Poly Vinyl Chloride

**R&B** - Road and Bridge Fund

**REAPPROPRIATION** - Utilization of existing reserves to fund future budgeted expenditures

**RETAINED EARNINGS** - An equity account reflecting the accumulated earnings of the Village's Proprietary Funds

**REVENUE** - Funds that the government receives as income. It includes such items as tax receipts, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income

**RFP** - Request for Proposals

**RFQ** - Request for Qualifications

**RMS** – Records Management System

**ROW** - Right of Way

**RTA** - Regional Transportation Authority

**SAN** – Storage Area Network

**SCADA** - Supervisory Control and Data Acquisition System

**SCBA** – Self Contained Breathing Apparatus

**SEIU** - Service Employees International Union

**SEP** – Strategic Enforcement and Prevention

**SOG** – Standard Operating Guidelines

**SOG** – Special Operations Group

**SPEAR** – Sexual Predator Enforcement Apprehension and Registration

**SRB** – Safety Review Board

**SSA** - Special Service Area

**STAARS Program** - Student Artists and Authors Program

**STP** - Sewage Treatment Plant. Sewage Treatment Plant #1 is located at 5600 Greenbrook Boulevard in Hanover Park

**STEP** - Selective Traffic Enforcement Program

**STT** – Simplified Telecommunication Tax

**SURRI** – Single Unit Rental Residential Inspections

**SWAP** – Sheriffs Work Alternative Program

**TAC** - Tactical Unit. A contingent of police officers performing special directed enforcement activities.

**TAX EXTENSION** - The total amount of taxes applied to properties within a taxing district as a result of a tax levy. Extensions in Illinois are increased by a loss factor to ensure that each taxing body receives the full amount of its levy after recognition that a small amount of taxes will not be paid

**TAX INCREMENT FINANCE DISTRICT** - A legal entity created by local resolution to promote improvements, jobs, etc. The taxes generated from the assessed value "increment" above the base year is used to finance the costs of the improvements which generate the increased assessed valuation

**TAX LEVY** - An ordinance that directs the County Clerk to assess a tax proportionately against all properties located with a taxing district for the purpose of raising a specific amount of tax for the taxing district

**TAX RATE** - The amount of tax levied for each \$100 of assessed valuation

**TEA-21** - Transportation Efficiency Act of the 21<sup>st</sup> Century

**TIC** – Thermal Imaging Camera

**TIF DISTRICT** - Tax Increment Finance District

**TOD** – Transit Oriented Development. The exciting trend in creating vibrant, livable communities which are compact and walkable, and centered around high-quality train systems.

**TRUST FUNDS** - Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds

**TQM** - Total Quality Management. A strategy to improve the quality of the organization by encouraging communication, participation and empowerment of employees throughout the Village

**UNRESTRICTED NET ASSETS** – Net assets not invested in capital assets, net of related debt, that are accessible for the general use of the fund

**UPS** – Uninterrupted Power Supply

**UTILITY TAX** – An approximately 2.25% taxes on telecommunications, electric and natural gas

**UV** – Ultraviolet

**UCMR2** - Unregulated Contaminant Monitoring Regulation

**VSK** – Vehicle Stabilization Kit



Hanover Park USA