



Hanover Park^{USA}

Village of Hanover Park

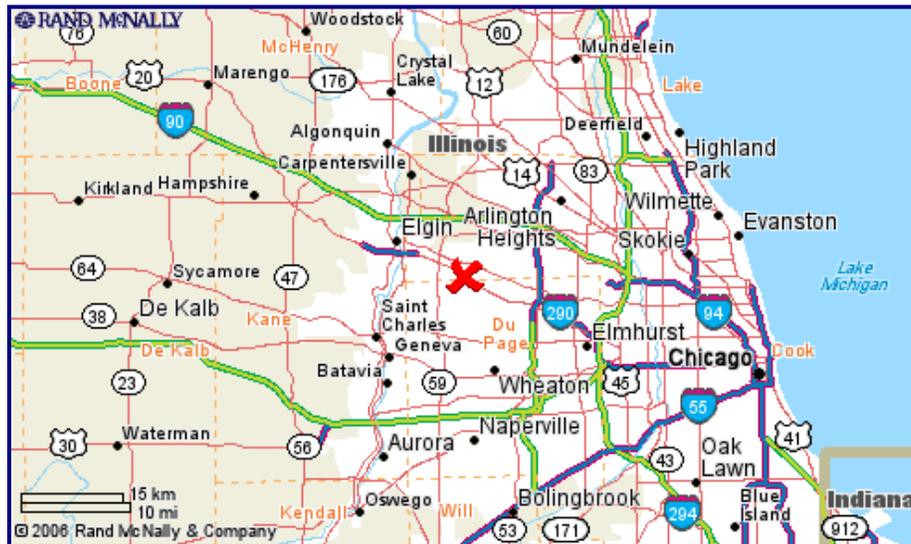


**Annual
Fiscal Year Budget
January 1 – December 31, 2018**

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.

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Village Board/Village Clerk/Committees/Commissions

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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 2018. 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, Municipal Commuter Parking Lot, and Hanover Square 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 new 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

List of Principal Officials

Organization Chart

GFOA Distinguished Budget Presentation Award

Budget Message

Village of Hanover Park

Principal Officials

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Hanover Park, IL 60133

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Web Site: www.HPIL.org or www.HanoverParkIllinois.org

Village President and Board of Trustees

Village President

Rodney S. Craig

Village Clerk

Eira L. Corral Sepúlveda

Trustees

James Kemper

Jon Kunkel

Herb Porter

Bob Prigge

Rick Roberts

Sharmin Shahjahan

Executive

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Mike Menough, Police Chief

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T. J. Moore, Public Works Director

(630) 823-5701

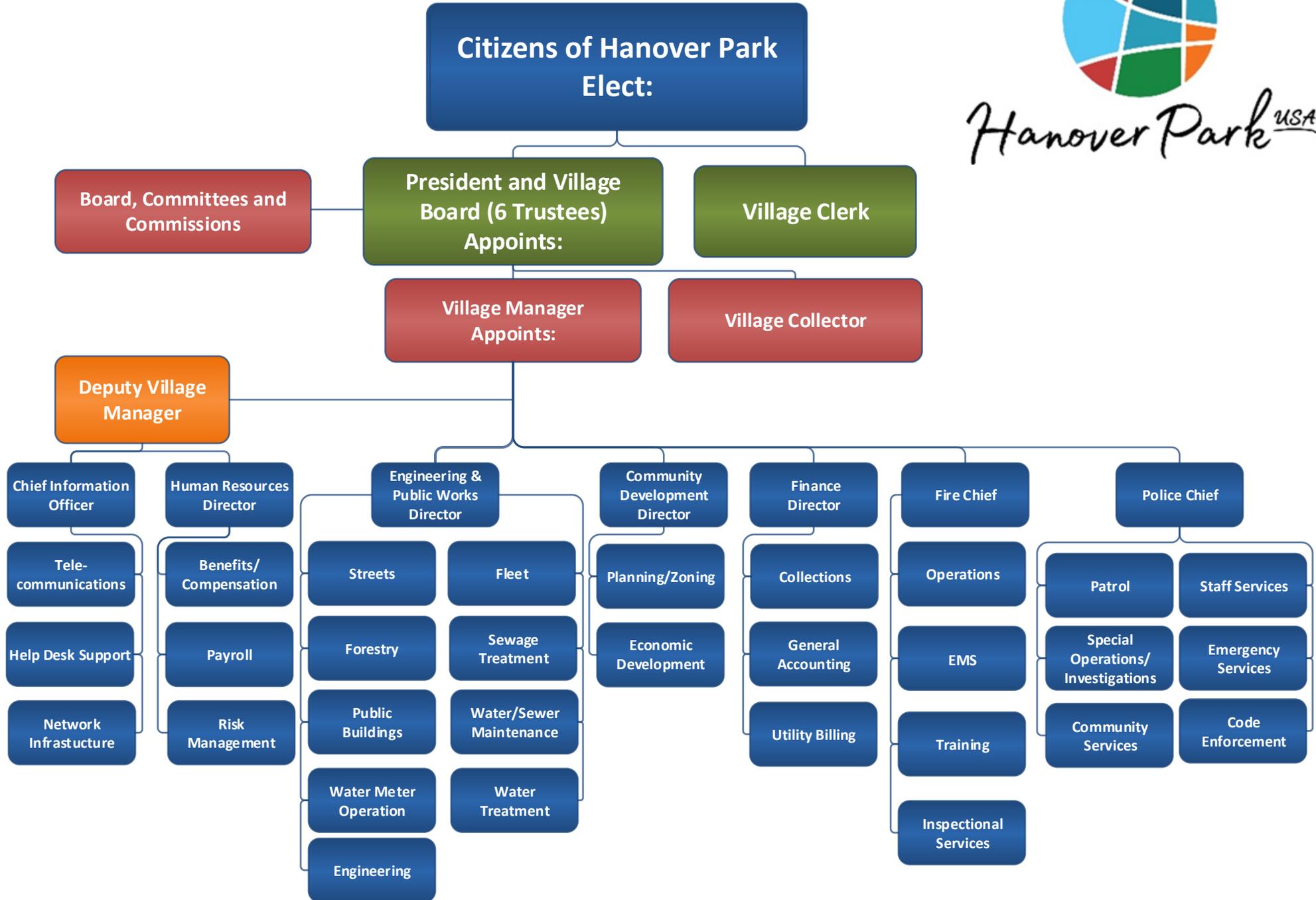
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Village of Hanover Park – Table of Organization





GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**Village of Hanover Park
Illinois**

For the Fiscal Year Beginning

January 1, 2017

Executive Director



Village of Hanover Park Fiscal Year 2018 Budget Message

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 2018 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 revenues and expenditures for the January 1, 2018 through December 31, 2018 Calendar Year and 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-seven (27) 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 that plan, the Board established three primary visions 1) To be recognized as a great community to live, visit, work and do business, 2) Service through innovation and 3) Fiscally responsible and transparent. To that end, all budget goals have been designed to correspond to and accomplish these visions. The Fiscal Year 2018 budget is reflective of the established Board visions 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 given on 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.

After two years without a budget, the State of Illinois passed a budget in July 2017 (fiscal year July 1 – June 30, 2018). Prior to passing a budget, the State diverted portions of Hanover Park’s normal share of the Personal Property Replacement Tax. While this action is troubling, there are several additional changes included in the budget approved by the State this past July, which will also reduce municipal revenue:

- A one-time 10% reduction in the municipal share of State income taxes through the Local Government Distributive Fund (LGDF) – a projected \$234,000 (FY2016 Actual of \$3.69M to FY2018 \$3.46M) loss of General Fund revenues used to pay for the Village’s core services. The State’s financial situation remains troubled, raising the fear that “one-time” may foreshadow a “next time.”
- The State reduced the Local Government Distributive Fund (LGDF) municipal share of the State income tax to ensure that municipalities would not receive any portion of new revenue generated by the increase in the State income tax – 100% of the new State income tax revenue will go to the State and nothing to any level of local government.
- The state has now imposed a 2% “administrative fee” for the collection of the Village’s home rule sales tax, which the State prohibits anyone but itself from collecting, the fact that the State incurs almost negligible administrative cost since it is already required to allocate its own sales tax. This will result in a projected \$84,000 in lost annual revenues.

Unfortunately, the State’s new budget has still deferred resolution of many of the State’s most serious financial problems. A crisis may have been temporarily relieved, but it seems certain that the State of Illinois will need to secure additional revenue in the future and unfortunately, diversion and confiscation of local government revenues seems to have become a pattern of behavior likely to persist.

On Thursday, November 2, 2017, the House Revenue and Finance Committee held a hearing in Chicago and approved House Amendment 1 to Senate Bill 851. SB 851 includes provisions intended to provide property tax relief to Illinois taxpayers. The relief would be offered by; (1) increasing the Senior Citizens Homestead Exemption to \$8,000 and General Homestead Exemption to \$10,000 for residents outside of Cook County to create parity with the higher exemptions offered to Cook County residents; (2) mandating a two-year temporary property tax freeze on local governments in Cook and the collar counties (DuPage, Kane, Lake, McHenry and Will); and (3) providing voters in counties outside of Cook and the collar counties the option to adopt a two-year property tax freeze via referendum if a county board places the issue on the ballot. County boards outside of Cook and the collar counties would also be permitted to hold a referendum asking if voters want to place non-home rule units of government under the tax cap imposed by the Property Tax Extension Limitation Law (PTELL) beginning in the year following the expiration of the two-year temporary property tax freeze (*reference Illinois Municipal League site*).

Village of Hanover Park - Budget Message

State of the Village

The budget provides a fiscal plan to provide an appropriate level of services to our residents, recognizing the need to keep those services within manageable expenditures. The Village must also be prepared to make financial changes based on economic conditions locally, regionally and nationally.

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. Responsible municipal budgets should consider several internal and external environmental factors that pose significant challenges. 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 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 118% from \$987,365 to \$2,153,658 on the Police Pension side and 159% from \$471,152 to \$1,220,758 on the Fire Pension side based on the Village’s actual funding FY2009 to FY2016. This continues to be 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 FY2016, two of the three districts (TIF#4 – Barrington and Irving Park Road, TIF#5 – Intersection of Irving Park and Wise Road) had negative fund balance which reflect the advance made from the General Fund to support expenditures.
- **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 budget reduced the distribution of income tax revenues to municipalities through Local Government Distributive Fund (LGDF) by ten percent (10%). 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.

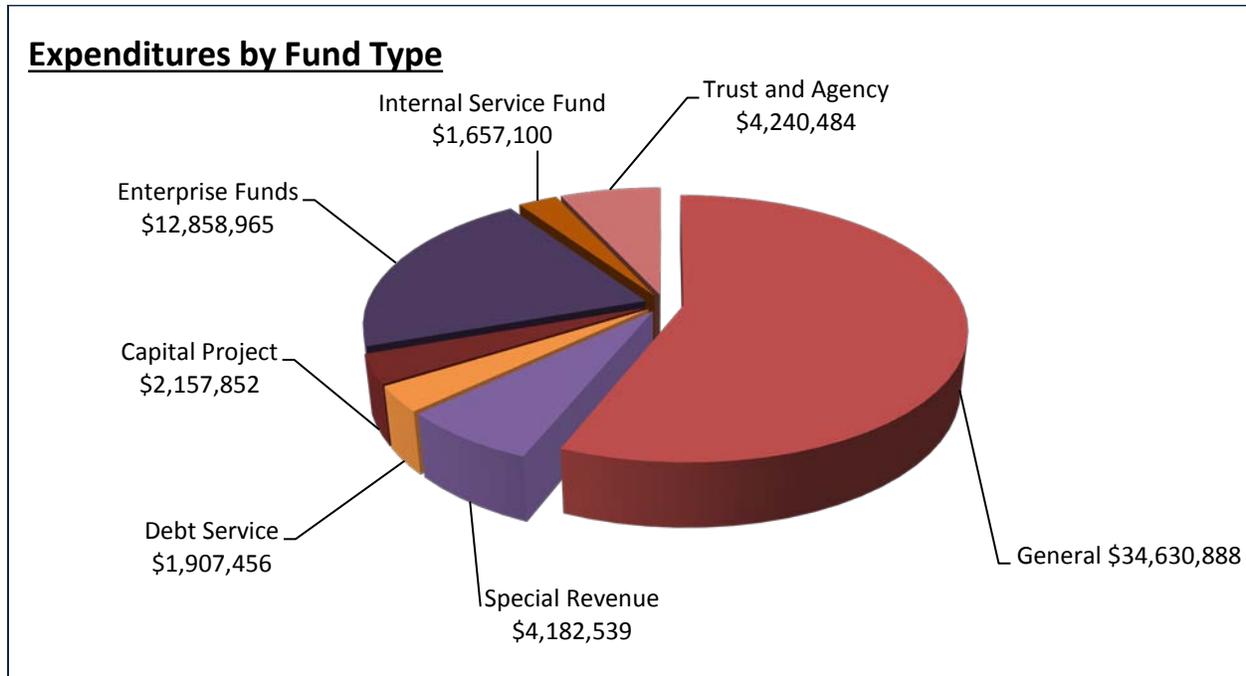
The Village has taken several steps to ensure its fiscal stability; including, but not limited to department restructuring and introduction of newer technologies to improve efficiencies. The 2018 Budget continues to be a conservative financial plan intended to hold the line on expenditures while making strategic investment in capital, maintaining the Village’s fiscal stability, and providing for excellence in the delivery of Village services.

The FY 2018 budget includes the revenue reductions implemented by the State. Staff has diligently prepared for the possibility of further reductions, or a property tax freeze, and contingency plans are in place to get the Village through FY2018 should the need arise.

Budget Summary

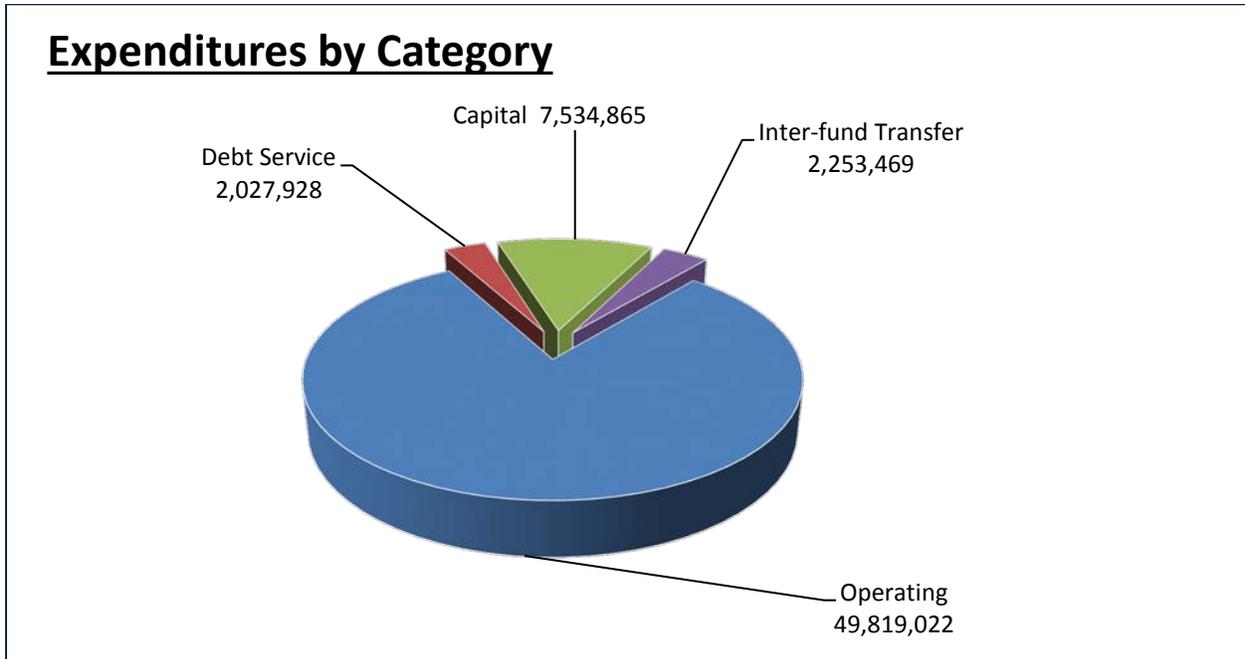
The Fiscal Year 2018 Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall Fiscal Year 2018 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 Fiscal Year 2018, which total \$61,635,284, an increase of 379,801 or 0.62% more than the prior Fiscal Year 2017.

Changes in Operating, Debt Service, Capital and Inter-fund Transfers				
Appropriations/All Funds	Budget FY 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Operating	48,989,363	49,819,022	\$829,659	1.69%
Debt Service	2,166,788	2,027,928	(138,860)	-6.41%
Capital	7,862,155	7,534,865	(327,290)	-4.16%
Inter-fund Transfer	2,237,177	2,253,469	16,292	0.73%
Total	\$61,255,483	\$61,635,284	379,801	0.62%

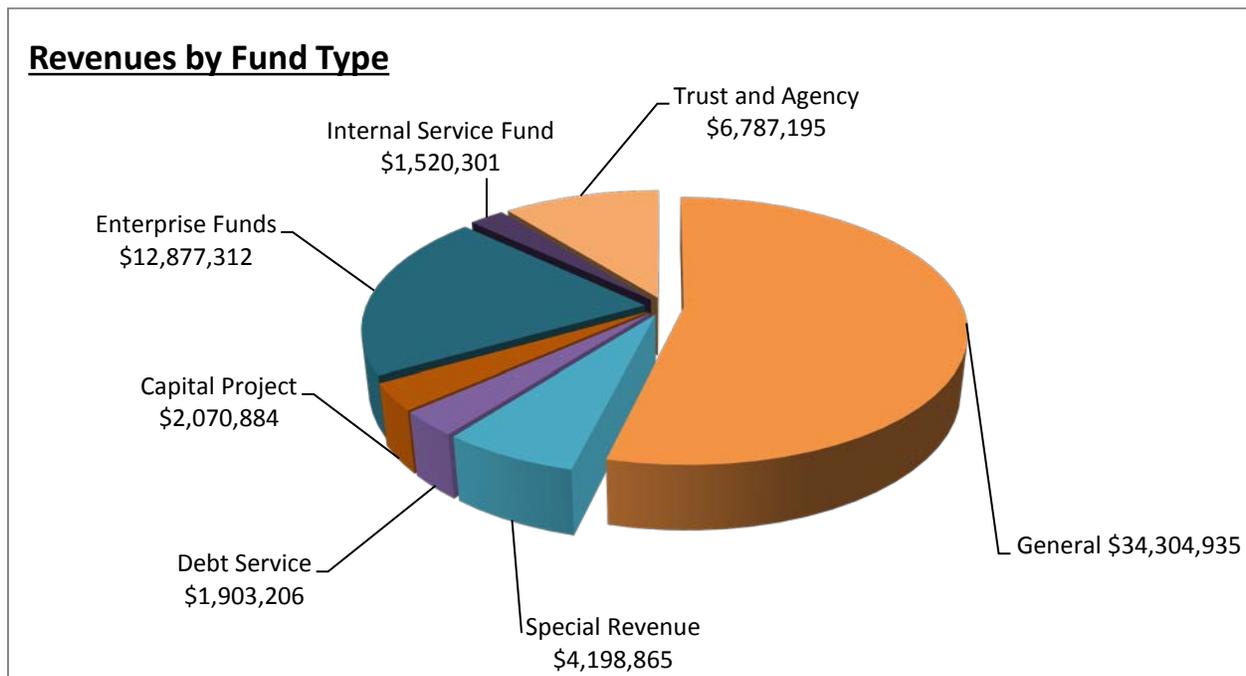


- Total Village operating budget (excluding debt service, capital outlay and transfers between funds) amounts to \$49,819,022 as compared to last year’s \$48,989,363, a 1.69% or \$829,659 increase from prior year 2017.
 - Personnel Services – an increase of \$1,196,357 or 3.93% from prior year 2017. The increases are: pension contribution cost for police and fire, employee’s merit and union contract increase estimates for Fiscal Year 2018.
 - Commodities – an increase of \$9,677 or 0.68% from prior year 2017. Even though major expenses such as: Gasoline/Diesel and Geo Melt and Salt costs decreased, the slight increase on commodities is related to supplies, and needs of each department to fulfill their daily task and responsibilities.
 - Contractual – a decrease of \$376,375 or 2.20% from prior year 2017. A majority of the decrease is related to water costs Joint Action Water Agency (JAWA), expiration of NuCare Services Corp TIF redevelopment agreement, Intergovernmental Risk Management Agency (IRMA) 2018 contribution, and the depreciation cost. Increases include the one-time expense of the Village 60th Anniversary celebration, painting of Well# 4 storage tank, engineering services for water main relocation and infrastructure study, and cost of light and power for our pumping station for new contract with a slight increase in rate.
- Total Village Debt Service amounts to \$2,027,928 as compared to last year’s \$2,166,788, a 6.41% or \$138,860 decrease from prior fiscal year 2017. The Water Fund Illinois Environmental Protection Agency (IEPA) Loan (1997) was retired in Fiscal Year 2017. The Debt service payments are based on debt schedules determined at the time of debt issuance.

- The Capital Improvement Program totals \$7,534,865 as compared to last year's \$7,862,155, a 4.16% or \$327,290 decrease from prior fiscal year 2017. 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).
- The Village inter-fund transfer total of \$2,253,469 compared to last year's \$2,237,177 a 0.73% or \$16,292 increase from prior fiscal year 2017. This transfer is to support the Capital Improvement Program and the Central Equipment Replacement Program.

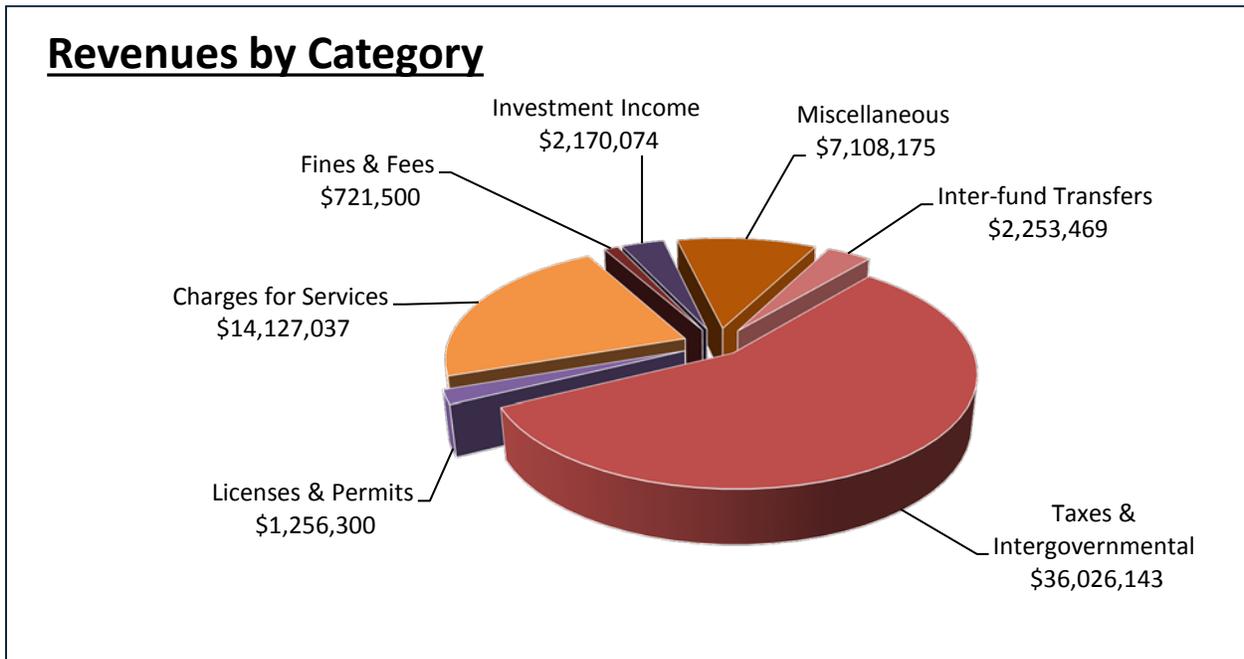
Revenues – All Funds

The Fiscal Year 2018 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 2017 revenues by fund and category:



The table below illustrates the changes in the Revenue Classifications (All-Funds) for Fiscal Year 2018 which total \$63,662,698, an increase of \$3,277,923 or 5.43% over the prior Fiscal Year 2017:

Changes in Revenue Classifications				
Revenues /All Funds	Budget FY 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Taxes & Intergovernmental	\$34,493,658	\$36,026,143	\$1,532,485	4.44%
Licenses & Permits	1,159,300	1,256,300	97,000	8.37%
Charges for Services	14,355,990	14,127,037	(228,953)	-1.59%
Fines & Fees	599,700	721,500	121,800	20.31%
Investment Income	1,006,277	2,170,074	1,163,797	115.65%
Miscellaneous	6,532,673	7,108,175	575,502	8.81%
Inter-fund Transfers	2,237,177	2,253,469	16,292	0.73%
Total	\$60,384,775	\$63,662,698	\$3,277,923	5.43%



- Taxes and Intergovernmental account for 56.59% of the Village’s budgeted amount of \$36,026,143 as compared to last year’s \$34,493,658 an increase of 4.44% or \$1,532,485.
 - Property taxes - an increase of \$216,442 or 1.38% compared to last year’s levy. The Village’s tax levy includes Special Service Areas, Tax Increment Financing Districts, Corporate Levy and Debt Service Levy.

- Other Taxes and Intergovernmental – increase of \$1,316,043 or 6.68% compared to last year’s budget. There are several sources which comprise the Other Taxes and Intergovernmental category such as: Utility Taxes (Telecommunication, Electric and Natural Gas), State Income Tax, Basic Sales Tax, Home Rule Sales Tax, Use Tax, Real Estate Transfer Tax, Hotel and Motel Tax, Auto Rental Tax and Food and Beverage Tax.
- Licenses and Permits - increase of \$97,000 or 8.37% compared to last year’s budget. There are several sources, which comprises the licenses and permits category are; business, liquor, contractor, vendor, animal, multi-family and single-family rental licenses, building permits and video gaming permits.
- Charges for services – decrease of \$228,953 or 1.59% compared to last year’s budget. This category consists of many revenue sources, the largest of which relates to Water and Sewer Sales, Ambulance Fees, Cable Franchise Fees, Vehicle Impound and commuter parking fees.
- Fines and Forfeitures - increase of \$121,800 or 20.31% compared to last year’s budget. This category consists of parking ticket violations and Village code ordinance violations.
- Investment income – increase of \$1,163,797 or 115.65% compared to last year’s budget. Majority of the investments related to Police and Fire Pension investment portfolio.
- The Miscellaneous category - increase of \$575,502 or 8.81% compared to last year’s budget. This category consists of miscellaneous revenues that do not fit into other categories; police and fire employer and employee contributions to pension, funding for the Village sinking funds.

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 of the Village’s reserves are equal to or greater than prescribed by the related policies.

The Village’s debt policy includes provisions discouraging the use of debt financing to finance current operations and encourages maintaining communications with debt rating agencies.

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

New Programs, Positions & Capital Outlay Highlights

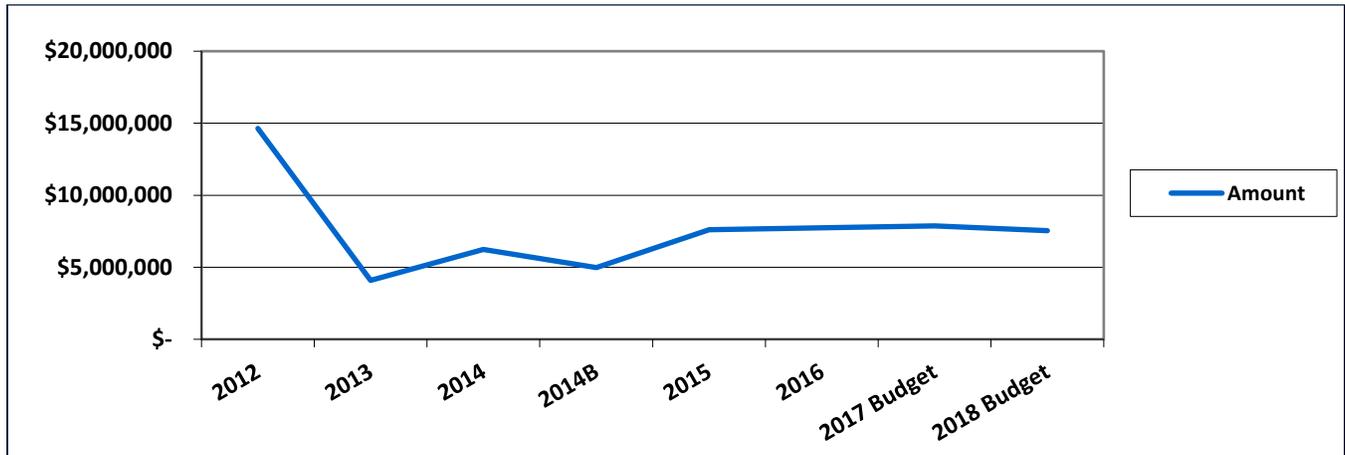
- ***Village Emergency Alert System:*** The Police and IT Departments have been collaborating to update and expand the Village's emergency alert notification system, which is used to make employees and guests aware of severe weather or lockdown emergency situations. The existing system, out of use since the renovation of Village Hall, was reactivated and expanded to include the installation of several red 'lockdown' buttons. In FY'18, the system will be expanded to reach additional Village buildings including Fire Stations 1 and 2, the Sewer Treatment Plant, and Butler Building. The system will also be integrated with Cisco to allow for text and email notification in addition to the audio and visual alarms when the system is activated on site.
- ***Implement a Disaster Recovery Infrastructure:*** In 2017 the Village replaced the server and storage infrastructure at the Village Hall location. This replacement project consolidated the virtual server environments at both Village Hall and Police Departments server rooms. The reason for this was due to the advances in virtual server technologies that improved the simplicity of the hardware and software. For 2018, staff identified the need to build a disaster recovery infrastructure that will be located at the PD server room and will replicate virtual server systems from the production location (Village Hall) to the disaster recovery location (PD). The technology exists to replicate the systems in real time and provide for near instant recovery in the event of an outage at the production site. Village services are dependent on the systems running 100% of the time. Investing in the disaster recovery system gives assurances that downtime will not cause any disruption in accessing data to provide services.
- ***DuPage Integrated Justice Information System (Records Management):*** The Police and Fire Departments are planning to participate in the DuPage County-wide records management and computer aided dispatch (CAD) system replacement, which is in the development phase for implementation in 2018. The system will allow for the integration and information sharing among participating agencies and DuPage County government. The new system will also allow for interfacing with the Police Department's evidence processing and arrestee booking systems.
- ***Avon Gas Mask Replacement:*** Since 9/11, each Hanover Park Police Officer has been equipped with an Avon gas mask and filter. These masks have been fitted and tested on an annual basis and have been deployed in the field in times of elevated national security threat levels and most recently during the Ebola situation in 2015-2016. The current masks are now beyond warranty. The Fiscal Year 2018 budget will allow for the purchase of the needed replacement masks for personnel.
- ***Heavy Rescue Tools:*** Purchase of a complete set of Hurst™ eDraulic Battery operated rescue tools to replace the aging Hurst equipment on Engine 16. This tool package utilizes the latest technology of rechargeable battery power that will give the department the strength, versatility and mobility needed to cut through the highly-advanced metals found in modern vehicles. Included will be the purchase of a Paratech Highway Vehicle Stabilization Kit (VSK). The VSK is designed to support the weight of multiple vehicle types, has longer reach and can support heavier weight such as a fully loaded tractor trailer.

- *Cardiac Monitor Replacement & Enhancement:* Both manual and automatic cardiac monitors and defibrillators are critical tools utilized by emergency responders. Defibrillation is the only known therapy that can restore a heart's normal rhythm following a ventricular fibrillation event. Defibrillation must be administered within minutes of the arrest to be successful. Every minute without defibrillation decreases a victim's chances of survival 7 to 10 percent. Beginning in Fiscal Year 2018 the department is initiating a program to begin rotating aged biphasic cardiac monitor/defibrillator/pace maker units used on paramedic staffed apparatus so to remain consistent with the latest technology and maintenance standards. Additionally, the department will be adding ten (10) additional automatic cardiac defibrillators to the overall Village cache and assigning them to select police and public works vehicles. Along with this purchase the department will be adding an additional LUCAS Mechanical CPR Device designed to provide *uninterrupted* 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. Firefighter safety is also affected using the LUCAS device thereby decreasing the risks associated with CPR delivery in the back of an ambulance during transport.
- *New Sets of Turnout Gear:* 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 5-years. During this period, repairs to the gear are made due to excessive wear, rips, and tears. The Fiscal Year 2018 budget will allow for the purchase of 14 sets of new turnout gear.
- *Technical Rescue Turnout Gear:* Based on findings from the SMARTER study it has been determined that overall firefighter heat stress and core body temperatures are higher than previously believed resulting in significantly greater physiologic stress to the firefighter's cardiovascular system. The intent is to have personnel utilize this gear for all non-structural fire incidents where turnout gear is typically worn in hopes of reducing the cardiovascular strain associated with heat stress. The department has submitted an Assistance to Firefighters Grant application requesting funds to purchase this gear. The Village's match should the grant be awarded is 10% of the total cost.
- *Village Center Plan:* Continue to pursue strategic implementation steps of the Village Center Plan which has been updated in 2017, focusing on the Elgin O'Hare boulevard extension, wetlands, promotion of development along the north side of Lake Street, and guidance of private property improvements to properties south of the Metra station. Coordinate with IDOT, DuPage County and the Tollway for developing feasibility study, assess alternative solutions and work with surrounding communities for the Elgin O'Hare boulevard extension. The Village has also strategically acquired certain key parcels in the Village Center area, and continues to recruit development. A Historic Committee has been appointed to promote historic preservation efforts. A new Façade Grant Program (\$100,000) and a Streetscape Grant Program (\$50,000) are included in the budget for the properties in the TOD area to encourage private sector investment.

- *Remodel of Village Hall:* Remodeling began in Fiscal Year 2013 to reconfigure the Village Hall for current use following the relocation of the Police Department to its new facility. Funds have been budgeted each year to continue the remodel. Room 212 was completed in 2015, and the Village Board room completed in 2016. The Finance Counter and Lobby area have been identified for improvements in 2018 with bidding occurring in the 1st quarter of 2018 for completion in the 4th Quarter of 2018.
- *New Street Repair Strategy:* To more effectively improve Village streets, the Public Works Department will roll out a new road repair program that will grind and then repave longer strips of Village road edges. Road edges are the first part of a roadway to fail. This is the area that garbage trucks, busses, and delivery vehicles use most frequently. This new program of grinding roadway edges will not replace the need for overlays and roadway rehabilitation, but it will make the existing roadways last longer until those more serious repairs are needed.
- *Improvements to Hanover Park Sports Complex:* With the completion of the new football field and the north baseball field, limited funding is left to complete the project. Phase 2 of the overall redevelopment strategy will be the south end of the Hanover Park Sports Complex. This will include the installation of a Gazebo/Bandshell as a community attraction and a focal point for community events as well as storm water drainage improvements that will be necessary for the completion of the overall project. Phase 3 of the project include additional field development which will occur as funding is available as there is a significant amount of earthwork required for the project.

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 a high point in Fiscal year 2012, which included the construction of a new police station, to routine improvements depending upon needs identified for a given fiscal year. 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	2012	2013	2014	2014B	2015	2016	2017 Budget	2018 Budget
Amount	\$ 14,635,966	\$ 4,090,290	\$ 6,243,602	\$ 4,979,663	\$ 7,614,594	\$ 7,749,027	\$ 7,862,155	\$ 7,534,865

Projects in the Improvements other than Buildings capital projects fund include five new street lights, street resurfacing program, phase 3 of the Hanover Parks sports Complex, parkway tree replacement, village-wide drainage spot repairs, village hall fence installation, street banners, holiday decorations, arterial fence along Schick Road, Village Center streetscaping, parking lot resurfacing, and Ontarioville streetscape planting and design.

Office Equipment projects in the capital budget include a disaster recovery system, an Infrastructure Asset Management System, Kronos upgrade system (time & attendance), an in-car ticket printer replacement, mobile data computer, and the schedule personal computer (PC) replacements.

Building improvements for Fiscal Year 2018 include continued improvements to Village Hall lobby and finance counter, Village Hall Administration roof, Public Works women’s washroom.

Water and Sewer funded capital improvements include water main replacement, Inflow/Infiltration Study, manhole sealing, broadband electro-magnetic survey, and sanitary sewer rehab and replacement.

The Central Equipment fund will be replacing fourteen (14) vehicles and trucks, including an ambulance.

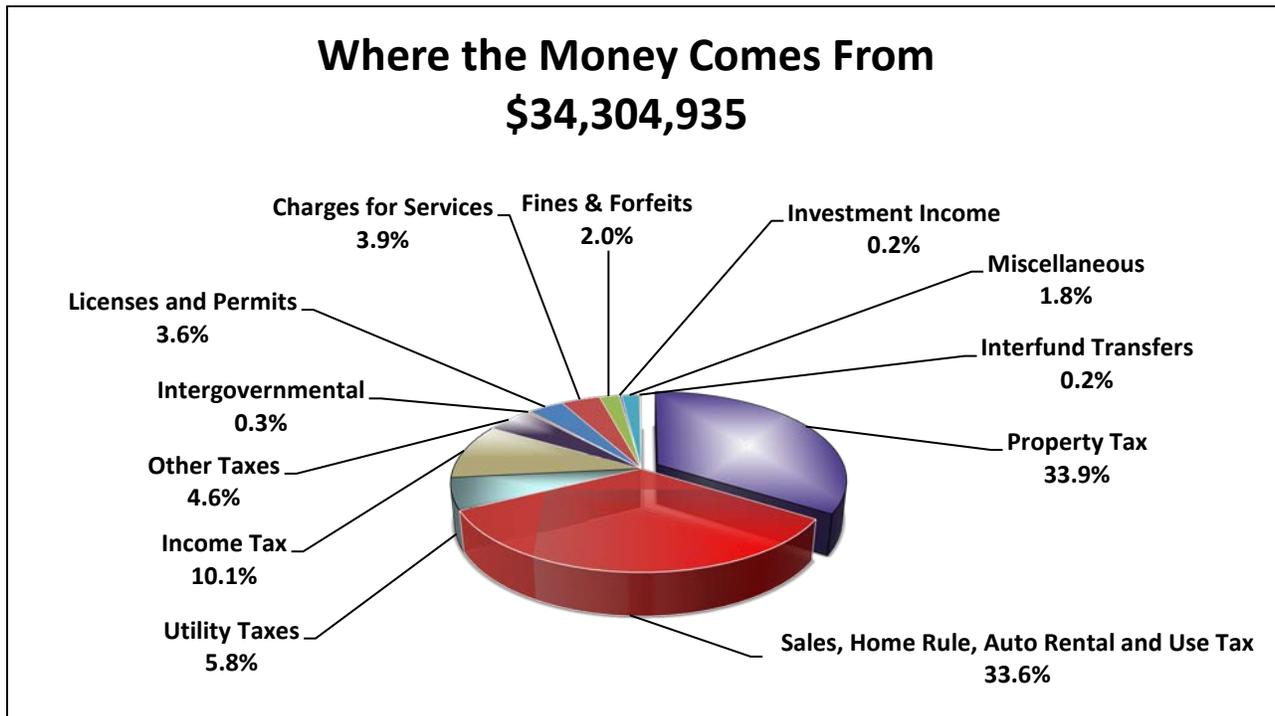
A summary and individual item details of the Village’s CIP can be found in the Capital Improvement section of this budget.

General Fund

In the 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 56.18% 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:

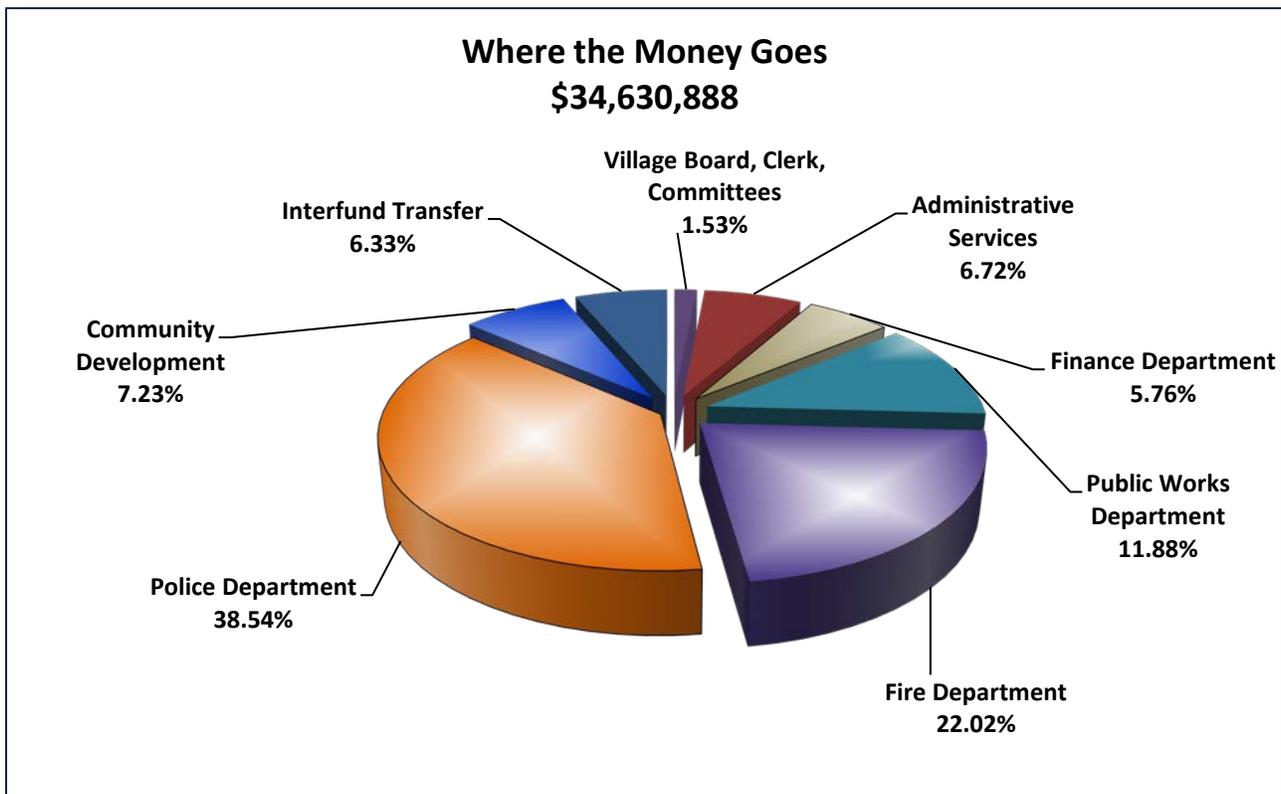


General Fund revenues are budgeted to be \$34,304,935, an increase of \$1,461,707 or 4.45% compared to last year’s budget. Taxes and Intergovernmental revenue an increase of \$1,094,853 or 3.75% due to growth in basic sales tax and other local taxes such as; real estate transfer stamp, food and beverages taxes and utility taxes. The Village increase the Gas Use Tax effective January 1, 2018 from one and one-half cents (\$0.015) to three cents (\$0.03) per therm, an estimated revenue increase of \$197,000 to offset the State Income taxes estimate revenues due to 10% reduction approved by the State in July 2017. Licenses and Permits, an increase of \$77,000 or 6.73% due to building permits for the 900 Irving Townhomes and Condominium projects. Charges for Services, an increase of \$97,550 or 7.93% due to ambulance fee rate increase adopted on October 2017, and overweight vehicle fee, a new revenue source implemented on March 2017. Fines and Forfeits, an increase of \$121,800 or 21.76% due to traffic and ordinance violation fine revenue trend data. Investment Income, an increase of \$16,362 or 24.39% due to investment with higher Certificate of Deposit (CD) rates maturing in Fiscal Year 2018. Miscellaneous revenue, an increase of \$50,500 or 9.12% due to a rental income such as cell-phone antennas on the Village water tower.

General Fund - Revenues by Category				
Revenues /All Funds	Budget FY 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Taxes & Intergovernmental	\$29,228,817	\$30,323,670	\$1,094,853	3.75%
Licenses & Permits	1,144,300	1,221,300	77,000	6.73%
Charges for Services	1,230,750	1,328,300	97,550	7.93%
Fines & Forfeits	559,700	681,500	121,800	21.76%
Investment Income	67,072	83,434	16,362	24.39%
Miscellaneous	553,567	604,067	50,500	9.12%
Inter-fund Transfers	59,022	62,664	3,642	6.17%
Total	\$32,843,228	\$34,304,935	\$1,461,707	4.45%

Where does our money go?

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



General Fund expenditures are budgeted to be \$34,630,888, an increase of \$1,794,507 or 5.46% compared to last year’s budget. Personnel Services, an increase of \$914,199 or 3.90% due in part to increases provided for in union contracts, an increase in public safety pension contribution costs, and the yearly merit increases of the non-union employees. Commodities, an increase of \$7,736 or 0.73% due to supplies needed by each department to fulfill their daily task and responsibilities. Contractual Services, an increase of \$359,922 or 5.38% due to one-time expense of the Village 60th Anniversary celebration, marketing for the Village new logo, the Self-Contained Breathing Apparatus (SCBA) funding program, the reallocation of Information Technology (IT) maintenance agreement from Inter-Fund transfer category and the GIS consortium consulting services moved from Capital Project Fund to General Operating Fund. Inter-Fund Transfer, an increase of \$512,650 or 30.55% due to increase in transfer to fund Capital outlay and a one-time transfer of \$325,953 of Fund Balance to fund Road and Bridge expenses such as purchase of Geo melt, salt, streetlight maintenance, crack sealing, pavement striping, curb, gutter and sidewalk repairs. 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 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Personnel Services	\$23,416,269	\$24,330,468	\$914,199	3.90%
Commodities	1,053,766	1,061,502	7,736	0.73%
Contractual Services	6,688,191	7,048,113	359,922	5.38%
Inter-fund Transfer	1,678,155	2,190,805	512,650	30.55%
Total	\$32,836,381	\$34,630,888	1,794,507	5.46%

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 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Motor Fuel Tax	\$1,905,755	\$1,114,386	(\$791,369)	-41.53%
Road and Bridge	738,000	877,503	139,503	18.90%
Special Service Area #3	19,700	19,200	(500)	-2.54%
Special Service Area #4	29,432	29,612	180	0.61%
Special Service Area #5	115,300	161,700	46,400	40.24%
MWRD	738,100	452,948	(285,152)	-38.63%
State Restricted	54,100	111,800	57,700	106.65%
Federal Restricted	500	500	0	0.00%
Foreign Fire Insurance	30,500	65,000	34,500	0.00%
TIF #3	1,790,560	1,149,890	(640,670)	-35.78%
TIF #4	100,000	100,000	-	0.00%
TIF #5	40,000	100,000	60,000	150.00%
Total	\$5,561,947	\$4,182,539	(1,379,408)	-24.80%

Motor Fuel Tax expenditures include street re-surfacing, street maintenance and traffic signal projects.

Road and Bridge expenditures include Phase 2 engineering for the Arlington Road Bridge, engineering for Cinema Drive design and construction, street resurfacing, Hawk Hollow Phase 3, street maintenance, crack sealing, pavement striping, curb, gutter and sidewalk repair and replacement.

Special Service Area #3, #4 and #5 expenditures include scavenger and snow removal services.

Metropolitan Water Reclamation District (MWRD) Fields expenditures include design and improvements to the fields leased for 39 years by the Village.

State and Federal Restricted expenditures used for law enforcement purposes only includes in-car video cameras.

Foreign Fire Insurance expenditures are for the needs of the Fire Department approved by the Foreign Fire Insurance Board.

Tax Increment Financing District #3, #4, and #5 expenditures are for potential redevelopment of the TIF area and tax incentive agreement payments.

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 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Special Service Area #6	\$75,094	\$75,100	\$6	0.01%
General Capital Project	1,778,155	2,082,752	304,597	17.13%
Total	\$1,853,249	\$2,157,852	304,603	16.44%

Special Service Area #6 expenditures cover the cost of reconstruction of private streets and parking lot, and installation of 12 dumpster enclosures in Hanover Square condominiums.

General Capital Project expenditures include Public Works women’s washroom renovation, Village Hall lobby and finance counter remodeling, Fence installation, parkway tree replacement, General drainage spot repairs, street banner replacement, holiday decorations, Automatic Cardiac Defibrillators (10 sets), Auto pulse CPR units, Biphasic Cardiac Monitor, Firefighter protective gears (12 sets), gas masks, protective vests, tech rescue turnout gear, thermal imaging cameras, Village emergency system, DuPage Justice Information System (DUJIS) record management system for PD and FD, Kronos system upgrade, and the infrastructure asset management system for public works.

Improvements other than Buildings	\$365,000
Office Equipment	\$110,000
Other Equipment	\$554,752
Buildings	\$1,053,000
Total	<u>\$2,082,752</u>

Debt Service Funds

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

Debt Service Funds				
Appropriations/All Funds	Budget FY 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
2011 G.O. Bonds	\$648,213	\$652,813	\$4,600	0.71%
2010 G.O. Bonds	785,280	777,105	(8,175)	-1.04%
2010A G.O. Bonds	485,938	477,538	(8,400)	-1.73%
Total	\$1,919,431	\$1,907,456	(11,975)	-0.62%

Currently, the Village has three outstanding General Obligation Debt Service Bonds. The 2010 and 2010A General Obligation Debt Service Bonds were issued to finance the construction of the new police station. The 2011 Bonds refinanced the 2004 Bonds used to finance the new fire station. The re-financing saved the Village significant interest expenditures over the remaining life of the bonds. A schedule of the Village’s outstanding debt is located in the Debt Service Funds section of this Budget Document.

Enterprise Funds

Enterprise Funds are used for those activities designated by the Board to operate on a self-funding basis, using accounting methods similar to business enterprises. The intent of an Enterprise Fund is to earn sufficient profit to ensure the fund’s continued existence without reliance on general tax revenues.

Enterprise Funds				
Appropriations/All Funds	Budget FY 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Water and Sewer	\$12,752,534	\$12,357,750	(\$394,784)	-3.10%
Commuter Parking Lot	573,221	501,215	(72,006)	-12.56%
Total	\$13,325,755	\$12,858,965	(466,790)	-3.50%

The Water and Sewer Fund expense activities are associated with the delivery and disposal of water. Expenditures are budgeted at \$12,357,750, a decrease of \$394,784 or 3.10% compared to last year’s budget. The increases such as; cost of light and power offset by the decrease in depreciation expense not budgeted (depreciation is a non-cash expense), and the retirement of the 1997 EIPA loan.

Commuter Parking Lot expense activity is associated with maintaining the parking lots at the train station, for snow removal, landscaping, tree planting, parking machine maintenance, and street lighting maintenance. Expenditures are budgeted at \$501,215, a decrease of \$72,006 or 12.56% compared to last year’s budget.

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 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Central Equipment	\$1,471,000	\$1,247,100	(\$223,900)	-15.22%
I.T. Equipment Replacement	435,000	410,000	(25,000)	0.00%
Total	\$1,906,000	\$1,657,100	(248,900)	-13.06%

All Village fleet vehicles are purchased through the Central Equipment Fund. Expenditures vary from year-to-year based on fleet replacement requirements. Monies are transferred annually to this Fund in order to accumulate funds for the scheduled replacement year. The decrease in Fiscal Year 2018 expenditures is primarily due to the timing of when vehicles are purchased.

IT Equipment Replacement Fund expenditures vary from year-to-year based on technology upgrade requirements. Monies are transferred to this Fund annually in order to accumulate funds for the scheduled replacement year. This fund was created in FY 2015 to mimic the Central Equipment Fund. The decrease in Fiscal Year 2018 expenditures are due to timing of when the technology equipment is scheduled to be replaced.

Trust & 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 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 2017	Budget FY 2018	Increase/Decrease Amount	Increase/Decrease Percent
Police Pension	\$2,622,480	\$2,798,182	\$175,702	6.70%
Fire Pension	1,230,240	1,442,302	212,062	17.24%
Total	\$3,852,720	\$4,240,484	387,764	10.06%

Both the Police and Fire Pension Fund appropriations increased in Fiscal Year 2018. This was due primarily to a retiree benefits increase (3% compounded-per year basis), increase in number of public safety officers retiring each year and the pension service administration (PSA) expense. Current annual funding by the Village meets statutory requirements. It requires the funds to be 90% funded by 2040, 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	\$2,190,805	General Capital Project	\$1,864,852
Special Service Area #6	62,664	Road and Bridge	325,953
	-	General Fund	62,664
Total	\$2,253,469	Total	\$2,253,469

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 TIF’s, SSA’s and Debt Service 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 Fiscal Year 2018, the unassigned fund balance is projected to be 58.17%, 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, SSA #6 and the 2010A Debt Service 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.

	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Beginning Fund Balance	12,931,424	14,789,845	16,673,649	19,814,058	19,814,058	20,851,902
Operating Revenues	22,770,827	33,126,657	34,291,822	32,784,206	33,650,025	34,242,271
Transfer In	-	-	-	59,022	59,022	62,664
Total Revenues	22,770,827	33,126,657	34,291,822	32,843,228	33,709,047	34,304,935
Expenditures	19,747,749	29,637,051	29,954,017	31,158,226	30,993,048	32,440,083
Transfer Out	1,164,657	1,605,802	1,197,396	1,678,155	1,678,155	2,190,805
Total Expenditures	20,912,406	31,242,853	31,151,413	32,836,381	32,671,203	34,630,888
Net Surplus (Deficit)	1,858,421	1,883,804	3,140,409	6,847	1,037,844	(325,953)
Total Ending Fund Balance	14,789,845	16,673,649	19,814,058	19,820,905	20,851,902	20,525,949
Less: Fund Balance Commitments:						
Nonspendable:						
Inventory, Prepaid, Advances	556,466	294,419	381,659	381,659	381,659	381,659
Restricted:						
Public Safety	-	-	-	-	-	-
Total Unassigned Fund Balance	14,233,379	16,379,230	19,432,399	19,439,246	20,470,243	20,144,290
Unassigned Fund Balance as a % of Total Expenditures	68.06%	52.43%	62.38%	56.13%	59.11%	58.17%
Fund Balance as a % of Total Expenditures	70.72%	53.37%	63.61%	57.23%	60.21%	59.27%

The increase in Fund Balance (Unassigned/Assigned) on FY 2014B was due to the Village switching from a Fiscal Year budget (May 1st thru April 30th) to a Calendar Year budget (January 1st thru December 31st). The FY 2014B is only 8 months and was a short period year that started on May 1 and ended on December 31, 2014.

Budget Program Updates

The Village continues to aggressively pursue business recruitment, retention and redevelopment. Staff worked through various means to promote business growth and economic development in the Village, including holding numerous promotional meetings with existing property owners, local brokers, and developers, and attending the local and national ICSC (International Council of Shopping Centers) conferences. Community Development Staff worked with the CONECT Committee to re-evaluate their goals, held several business-development events and identified ways in which they could better support existing businesses and learn about their needs. In the coming year, Staff will continue to reach out to existing businesses, particularly key industrial firms, and explore new economic development tools. Specific programs and developments include:

- ***Infrastructure:*** In 2018, the Village will be investing \$1,029,756 into the resurfacing of Village streets. 1/3rd of Cinema Drive (Part 2 of 3 phases) is scheduled to be reconstructed at an expected cost of \$500,000, with an additional 6,600 lineal feet, or roughly 10 blocks, of resurfacing to occur on various Village streets utilizing the remaining funds. \$750,000 has been budgeted for the replacement of 450' of aged and failing water main on a portion of Kensington Lane north of Parkview Drive, 650' on Maplewood Avenue from Valley View Road to Highland Avenue, and 650' at the east end of Sacramento Drive. In 2017, the Village was awarded Community Development Block Grant Funding in the Greenbrook Court. area for resurfacing and water main replacement. The estimated construction cost of that project is \$320,000. The Village is responsible to pay the upfront cost of construction, but will be reimbursed for up to 75% (\$240,000) of construction costs. The Village's portion of this project will be approximately \$80,000, for both road reconstruction and water main replacement.
- ***Part 1 Crime:*** The Police Department has recorded the seventh 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 295 for 2016. The 295 totals for 2016 represented a 2% drop from the previous year. It is important to note that of the 295 total Part I crimes, over 85% of those incidents were crimes against property only. The Village was also named to the Neighborhood Scout America's Safest Cities list (#37), as well as the Safewise Safest Cities in Illinois list because of the Village's low crime rate. Additionally, the Village received recognition from U.S. Representative Peter Roskam at the 2018 COPS Day Picnic for the efforts of the Police Department in keeping Hanover Park safe and maintaining a low crime rate. This budget continues to provide funding necessary to help maintain these low Part 1 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 nearly 7,000 unique 'likes.' Members of the Department interact with residents via social media channels, which has led to positive public relations encounters as well as the solving of crimes. Tips from the public shared with the Department via social media have led to arrests and the recovery of property in several instances. The Police Department continues to host quarterly area meetings for residents, maintains a free online public crime map with alerting capability, and a smartphone app to which anonymous tips may be sent. Members of the

Department participate in a variety of Village events and functions, including Kids at Hope, the COPS Day Picnic, and many others. Recently, quarterly ART Meetings have begun to be streamed live via Facebook, allowing access to the information to a much greater number than are physically able to attend the meetings. The livestreamed videos are archived on the page and may be viewed by residents at their convenience. The Police Department has also begun conducting one of the quarterly ART meetings in 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.

- *Village Center Plan:* Work continues on several key implementation steps, as outlined in the Village Center/TOD area, which was updated in 2017. The Village has also strategically acquired certain key parcels in the Village Center area, and continues to recruit development. A Historic Committee has been appointed to promote historic preservation efforts. Staff worked with developers, leasing agents, property managers and consultants towards the redevelopment of Hanover Square. Also focused on the properties in the northwest quadrant of Lake Street and Barrington Road, as well as the northwest quadrant of Lake Street and Church Street. The commercial portion of Church Street Station is now fully leased. Continued promotion of the Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, and available properties in the area. These areas were specifically marketed at the ICSC National Convention as well as regional events. Staff will continue to actively promote the Village Center area.
- *Irving Park Corridor:* Staff continues working on implementing the recommendations outlined in the Irving Park Road Corridor study, which was provided by an Urban Land Institute (ULI) Technical Assistance Panel and funded by a Local Technical Assistance grant from the Chicago Metropolitan Agency for Planning (CMAP). A new 215-unit senior housing development has been approved in the TIF 5 area (900 Irving Park Rd.) Several businesses have expanded or opened near Irving Park Rd and Barrington Rd including 2 new restaurants – Tap House Grill and Checkers, and the expansion of McDonalds. Discussions have been held for use of the MWRD property for sports-related activities. A private school has opened in the vacant Jimenez grocery store located on Jensen Blvd, and a new Bosnian Cultural Center has been approved on Jensen Boulevard as well. A specialty medical packaging and distribution business is now located in the industrial building previously occupied by Gymkhana, on Tower Rd.
- *TIF #5:* The Irving Park Road East Tax Increment Finance (TIF) district was established in 2013, around the intersection of Irving Park and Wise Roads. A new senior housing development has been approved at 900 Irving Park Rd which will include townhomes, condominiums, assisted living units, memory care and a commercial retail pad. Staff is also promoting the vacant land east of the Olde Salem Shopping Center. Olde Salem Restaurant expanded to twice its size within the shopping center. New ethnic grocery store, Zam Zam Meats opened, and a furniture store in the same shopping center will be converting to a specialty ethnic grocery store.
- *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.

- *Next Level NorthWest Program:* Community Development staff is in the forefront of working with 4 other communities to implement a new Business Accelerator program for Stage-2 businesses that want to grow and/or expand. Staff has identified members for the Community Pitch Panel, and potential businesses that could benefit. Staff will work with the potential businesses to prepare them for the application and selection process.
- *Small Business Resource Fair:* Community Development Staff partnered with ACCION Chicago and WBDC to co-host the second annual Hanover Park Small Business Workshop and Resource Fair. Several topics were presented to attendees to help them move forward. Staff is working with WBDC to explore hosting a satellite office in the Village Hall, to enable easy access for our small businesses with guidance and assistance.
- *Neighborhood Revitalization:* Staff is working with DuPage Habitat for Humanity to assist the Tanglewood-Greenbrook neighborhood through Habitat's Neighborhood Revitalization program. The goal of the program is to increase home-ownership, stabilize the neighborhood and increase the level of investment. Habitat for Humanity, in coordination with several community partners, implemented a series of programs throughout the year, as part of revitalization efforts, including painting of buildings, clean-up/green-up, a community garden and a job fair. Part of the program also includes development of several new townhomes. Additionally, a new single-family house is under construction on Farnham Court.
- *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.
- *Replacement of Fire Station No. 2:* The Village Board has identified as part of the 2017, 3-year comprehensive strategic plan, a goal of replacing Fire Station No. 2. Station No. 2 was constructed in the early 1990s and was not designed for modern sized apparatus, the number of personnel currently housed at the facility, and accommodations for both male and female firefighters. The facility is also poorly located, negatively affecting emergency response times throughout the Village.
- *Disconnect from Fire Protection District:* The Village Board has identified as part of the 2017, 3-year comprehensive strategic plan, a goal to have coterminous Village corporate boundaries with Village Department services areas. Following the merger in 2002 of the Ontarioville Fire Protection District with the Village of Hanover Park, several service areas were either not within the corporate boundaries of the Village or serviced by another fire protection agency. The Village has worked diligently to disconnect these areas and to provide coterminous fire response boundaries with the boundaries of the Village. The only area remaining is a portion of the Village serviced by the Bloomingdale Fire Protection District.

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 and provides CPR and first aid training to the public.

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, is comprised of 9 members, and meets the fourth Tuesday of each month. For the past seven years, they have hosted an annual Household Recycling Day to allow for the disposal of household products such as bicycles and eye glasses, 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 stenciling 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.

Veterans Committee:

The Veteran's Committee was established in 2008 and has 11 members. 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 138 residents and 20 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.

CONNECT:

The Hanover Park Business CONNECT (Committee on Networking, Education, and Community Teamwork) is a business-oriented economic development organization involved in the community. The goal of CONNECT is to strengthen the Village's business community by encouraging retention and expansion of existing businesses. Through their efforts they strengthen the Village's economic base, while facilitating networking opportunities for the business community and serving as business liaisons to the Village.

The Hanover Park Business CONNECT responsibilities include promoting Village business opportunities through promotional events and activities and providing feedback on business-related regulations and strategies. CONNECT 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 Park's Sister Cities Committee was awarded the Sister Cities International's 2016 Best Overall Program Award. The 2016 Sister Cities International's Best Overall Program Award recognize a sister city program that demonstrated outstanding accomplishments in 2015.

Development Commission:

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

Finance Committee:

The Finance Committee has been in existence since 2009 and is comprised of 3 members, including two Trustees and a Hanover Park resident. The Village Manager and Finance Director also actively participate. The budget is discussed in detail by the Finance Committee and their changes and direction aid in the budget approval process.

Labor & Employee Relations

The Village of Hanover Park has six labor unions which have ongoing collective bargaining. The labor contracts for Teamsters (Public Works) was settled and approved by the Village Board in Fiscal Year 2017. Contracts for SEIU (Part-time Firefighters) and IAFF (Firefighters) are currently in effect. MAP (Sergeants) expired on 4/30/2016, MAP (Police Officers) expired on 04/30/2017 and MAP (Civilians) expired on 04/30/2017 are all in negotiations.

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 and Finance Committee 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,



Juliana A. Maller
Village Manager

EXHIBITS

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. 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 new \$19 million Police Department headquarters was completed in February 2012. Most recently 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 12 part-time firefighters. Firefighters are supplemented by a volunteer Chaplain and 16 volunteer Fire Corps Members. Additionally the department manages the Village’s Inspectional Services Division staffed by a Chief of Inspections, three inspectors and two permit coordinators. The Inspectional Services Office (ISO) has granted an advisory fire protection classification of four.

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, 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 206 miles of storm and sanitary sewers; and maintain the Village’s fleet of 122 vehicles.

Statistics regarding the water utility include:

Population Served	37,973	
JAWA Lake Michigan Supplied	801,754	Kilo Gal.
Village Supplied	4,928.4	Kilo Gal.
Total Distribution Pumpage	806,682	Kilo Gal.
Daily Average Pumpage	2,436	Kilo Gal.
Miles of Water Mains	119.19	
Number of Metered Customers	10,402	

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.

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	1,852	22,090,540

EXHIBIT A

Water and Sewer Charges (Effective 1/1/2018)		
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 ⁽¹⁾

Socio-Economic Data (per 2010 census)

Age, Female and Male Distribution

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

Population Characteristics

	<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%

¹ 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 depreciation 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 whose goal is to provide 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 whose goal is 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 2016 EAV, the maximum outstanding general obligation debt to be paid by property taxes would be \$43.9 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 a 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 the 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 whose purposes were 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 request 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: March 20, 2003

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 2018 Budget calendar is included in this exhibit. On July 20, 2017, a public hearing was held to allow the residents to speak about any topic relevant to the Village budget. On July 20, 2017, 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 14, 2017. The manual included the Village Board goals, a preliminary budget calendar, and instructions for completing budget forms and reports.

Departments prepare operating and capital project expenditure requests. The budget team, comprised of the Village Manager, Finance Director, and Finance Committee, review departmental submittals. The Finance Director projects major General and Water and Sewer Fund revenues. All departmental budgets were submitted to the Village Manager in August 04, 2017.

The Finance Committee is an integral component of the budget preparation process. The Finance Committee advised the Village Board on matters concerning Finance. At Finance Committee meeting held on September 06, 2017, staff presented the preliminary budget to the Finance Committee. They provided feedback and input to staff.

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 Workshop on September 9th, October 5th and October 19, 2017 the proposed budget was presented to the Village Board and public to solicit comments and input. This session occurred prior to the formal budget document development. Following public input and Board direction, the final budget document was assembled. The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award evaluation comments were reviewed and, if possible, improvements were incorporated into the final document.

The final budget was placed on file for public review on November 22, 2017, and a Budget Law Public Hearing was conducted on December 07, 2017. The document was presented to the President and Board of Trustees for adoption prior to the beginning of the fiscal year on December 07, 2017.

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, 2018 through December 31, 2018.

FISCAL YEAR 2018 BUDGET CALENDAR

2017

JUNE

- 13 Distribute Budget Instruction Manual
- 21 Budget Kick-Off Meeting

JULY

- 20 Fiscal Year 2018 Budget Elected Official & Public Input at 7:00 p.m.
- 31 All specific budget assigned areas, i.e. salaries, insurance, utility costs, etc. are to be available to Department Heads. Departments develop "final" budgets.

AUGUST

- 4 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.
- 14-25 Budget Team review with Department Heads

SEPTEMBER

- 6 Finance Committee Meeting
- 9 Present preliminary FY '18 Budget to Village President and Board of Trustees at Board Workshop I

OCTOBER

- 5 FY '18 Budget to Village President and Board of Trustees at Board Workshop II
- 19 FY '18 Budget to Village President and Board of Trustees at Board Workshop III

NOVEMBER

- 2 Draft 2017 Property Tax Levy and draft FY'18 budget for Village Board review
- 22 Put FY'18 Budget on file for public review (10 days before Budget Law Hearing)

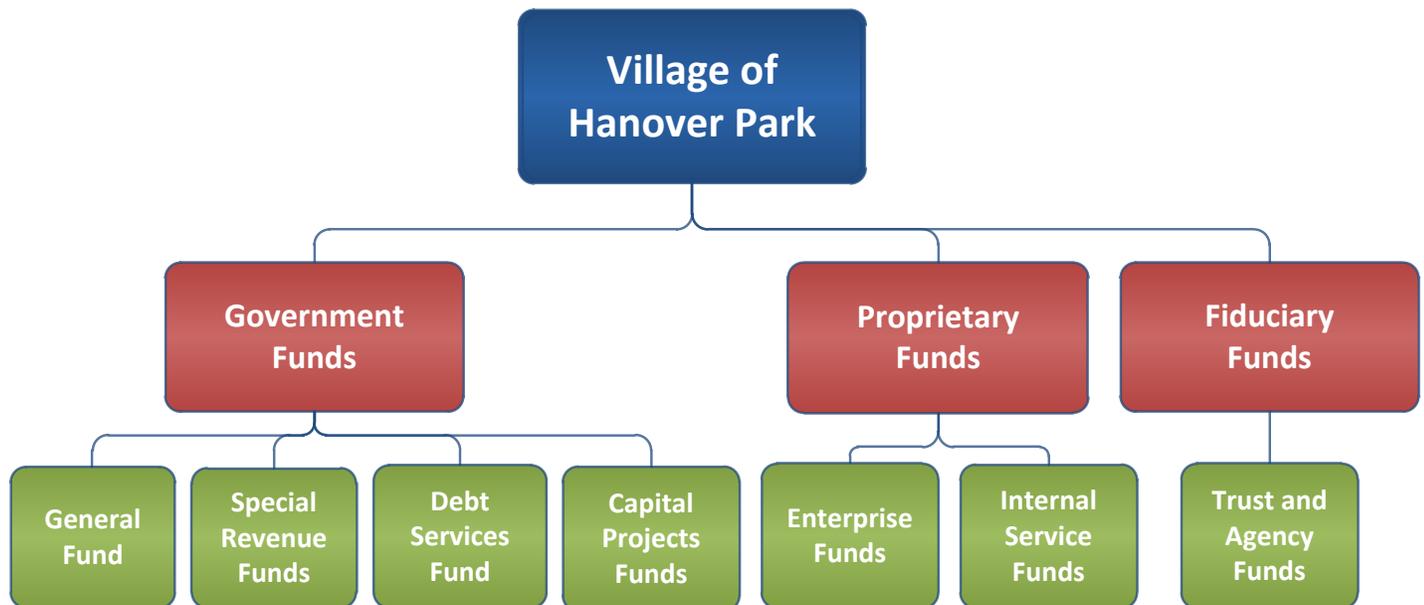
DECEMBER

- 7 7:00 p.m. Budget Law Public Hearing on FY'18 Budget
- 7 7:00 p.m. Board Meeting - Pass Budget Ordinance adopting FY'18 Budget

JANUARY

- 1 Start of Fiscal Year 2018

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

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 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 are 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. Initial financing has been provided by a transfer from the General Fund. 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 a transfer 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 purchase of land, machinery, office equipment and furniture and for various capital improvements. 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.

Hanover Square Fund

The Hanover Square Fund accounts for the activities of a shopping center property purchased in Fiscal Year 2012 by 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 rent collections. This fund closed. In September 2015, the Village entered into a joint venture with developer to renovate and operate the Hanover Square Shopping Center. Pursuant to the agreement the Village sold the property to the newly established corporation, Hanover Square, LLC (the LLC), and acquired a 90% ownership interest in the corporation. During 2016, the developer defaulted on its obligations and the remaining 10% reverted to the Village.

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 is responsible for the purchase of all Village vehicles for various other funds throughout the Village. Financing is provided through transfers from the General, Water and Sewer and Municipal Commuter Parking Lot 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 is responsible for the purchase of all Village information technology equipment for various other funds in the Village. Financing will be provided mainly 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 – This category includes Property taxes, Road and Bridge taxes, all Special Service Area and Tax Increment Financing District taxes. 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 24.92% of total revenues for the Village. For General Fund, property taxes account for 33.95% of the total revenue. The Village Board goal is to reduce the reliance on property tax for 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 FY2018 proposed budget does not include a property tax increase (Corporate and Debt Service, this will be the second year of no property tax levy increase). Various user fees, and local taxes were increased to reduce the Village’s reliance on the property tax. In FY2006, the Simplified Telecommunications Tax rate was increased from 3.25% to 6.0% to continue this trend and make the Village comparable to other surrounding communities. The Home Rule Sales Tax was increased from 0.50% to 0.75% starting in FY 2014. The Electric Utility Tax rate was amended (increased) on March 20, 2014 using the Illinois Compiles Statutes 5/8-11-2 (65 ILCS 5/8-11-2) rates. The ambulance billing rates increased in FY 2016 and again in October 2017. The Gas Use Tax will increase from \$0.15 cents to \$0.03 cents per therm starting January 1, 2018. All the increases are making it more in line and comparable with surrounding communities.

The Village of Hanover Park is located within two counties; DuPage and Cook. The Village’s blended property tax rate represents an average of both counties. 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.

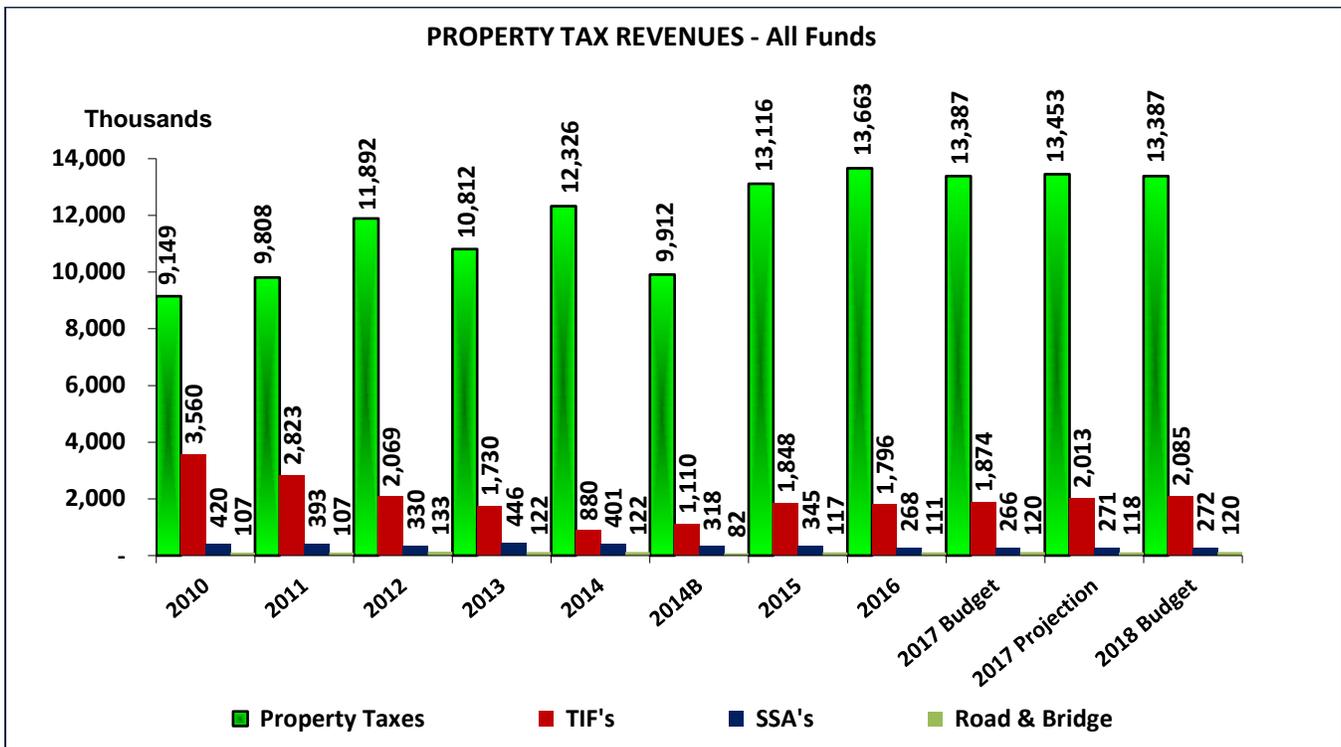
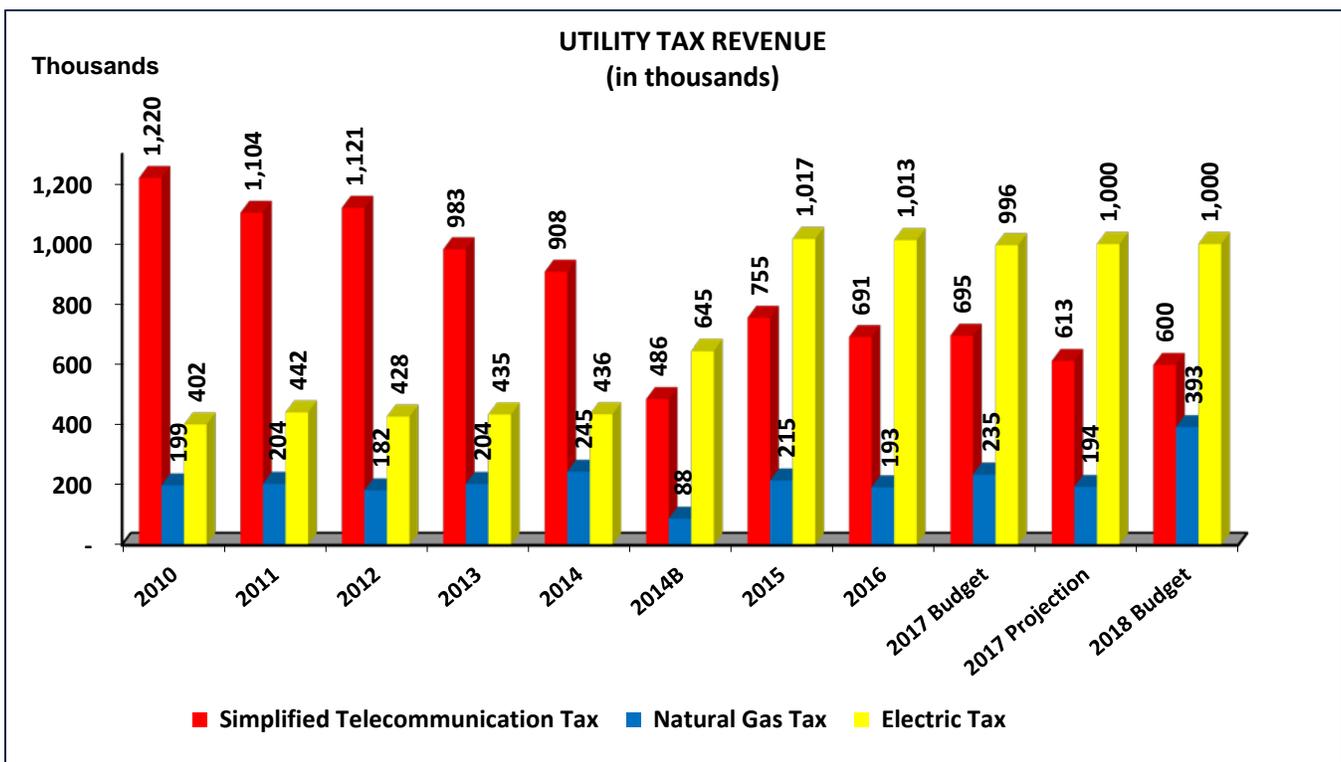


EXHIBIT F

Fiscal Year	2010	2011	2012	2013	2014	2014B	2015	2016	2017 Budget	Projection	2018 Budget
Property Tax	9,149,341	9,807,682	11,891,893	10,811,751	12,326,117	9,912,477	13,116,493	13,662,791	13,386,716	13,453,200	13,386,716
TIF's	3,560,266	2,823,018	2,069,179	1,730,410	880,489	1,110,324	1,848,280	1,795,691	1,873,800	2,013,000	2,084,500
SSA's	419,538	393,470	329,643	445,957	400,809	318,094	345,315	267,858	266,346	271,450	272,088
Road & Bridge	107,255	106,816	133,464	122,058	122,016	82,417	116,544	111,415	120,000	117,500	120,000
TOTAL	13,236,400	13,130,986	14,424,179	13,110,176	13,729,431	11,423,312	15,426,632	15,837,755	15,646,862	15,855,150	15,863,304

The Village has attempted to increase the assessed value within the Village and in past years limited to the total levy increase by no more than 5% over the prior year's tax levy. 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 FY2012 was due to retirement of Tax Increment Financing #2 – Barrington/Irving Park (TIF#2). In FY2018, total property tax revenues is projected to increase by \$216,442 or 1.38% compared to FY 2017 budget. The proposed FY2018 property tax (2017 tax levy) for Corporate and Debt Service is zero percent (0.0%) increase. This is the second year that the Village has not increased property taxes. The Tax Increment Financing (TIF's) increased by \$210,700 or 11.24%, and the Special Services Area (SSA's) increased by \$5,742 or 2.16% 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.



Utility Taxes – Telecommunication Tax

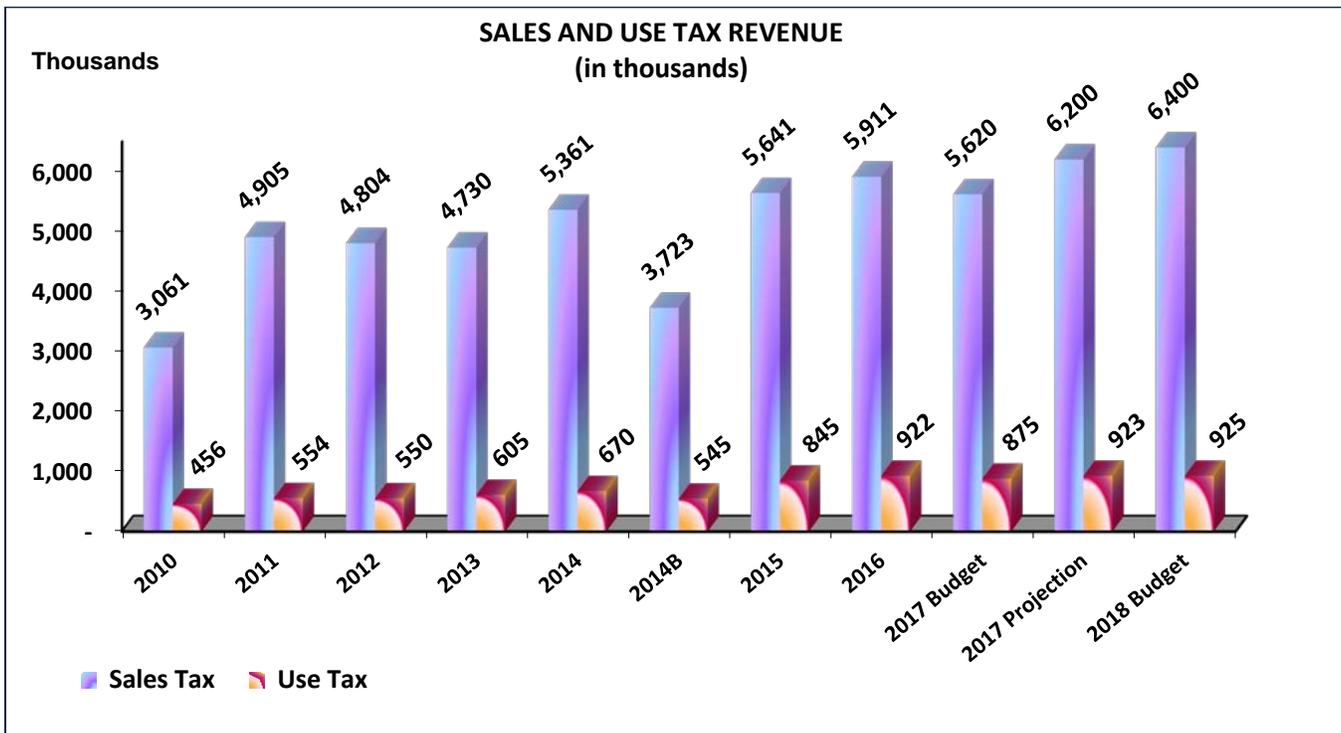
Through the Simplified Municipal Telecommunication Tax, Hanover Park imposes a 6.0% tax on telecommunication services. This tax is collected and distributed by the State and is imposed on voice lines, cellular phones, and any other telecommunication devices. The FY 2018 budget of \$600,000 is lower than the FY2017 projection of \$613,400 or 2.18%. This is due to a consistent decrease in this revenue source in Hanover Park and throughout the region. This downward trend in telecommunication 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

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. Effective January 01, 2018, the Village will increase the gas use tax from \$0.015 cents per therm to \$0.03 cents per therm. The FY2018 budget of \$393,000 is higher than the FY2017 projection of \$194,000 or 102.58% due to the implementation of the new rate per therm.

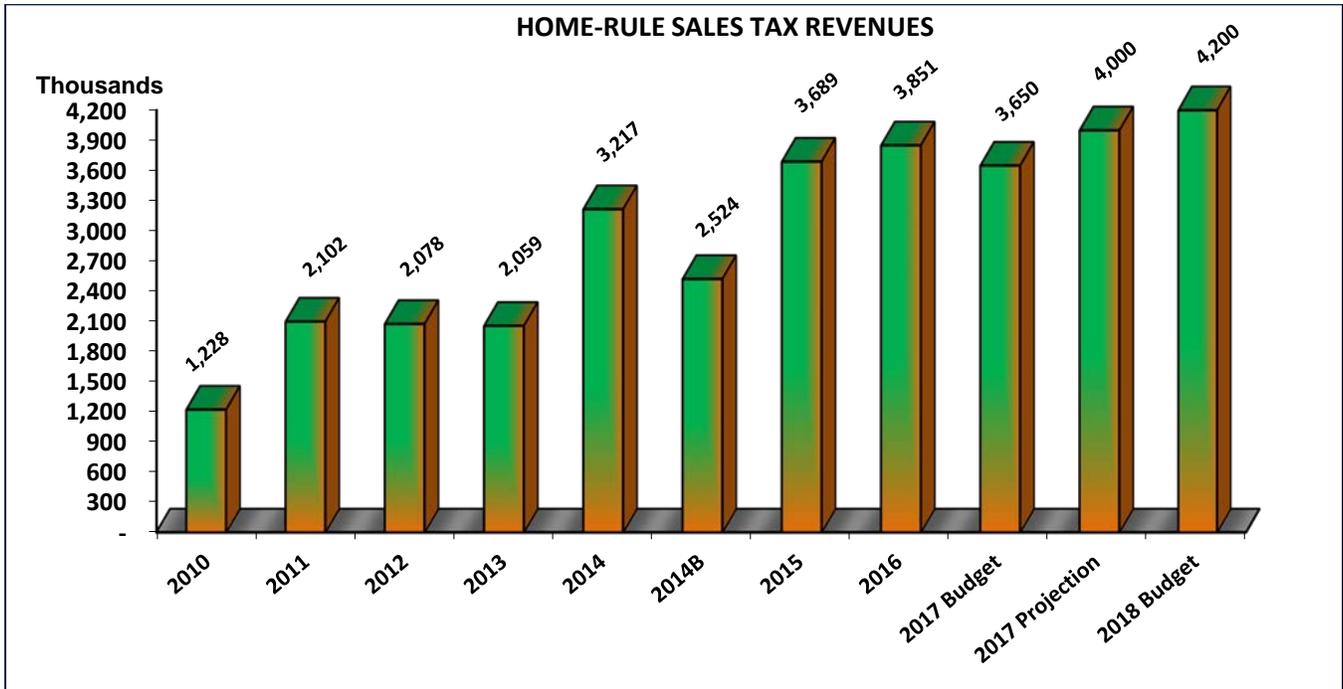
Utility Taxes – Electric Tax

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 FY2018 budget of \$1,000,000 is the same as the FY2017 projection.

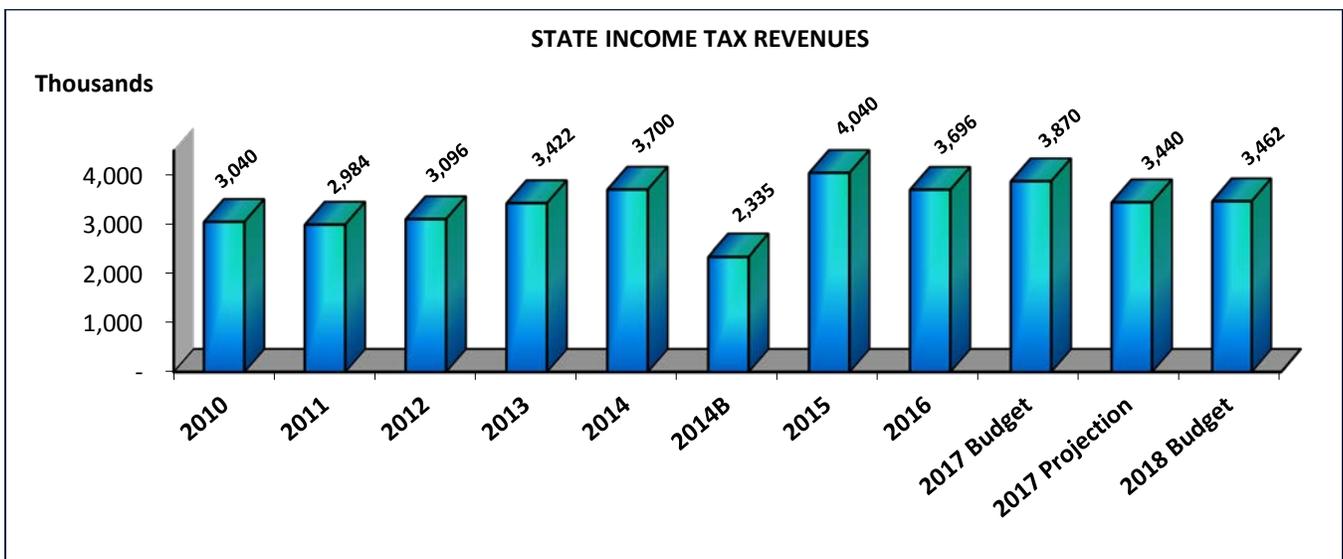


General Sales Tax – The current general merchandise sales tax rate in Hanover Park (**Cook County**) is 9.75%. This is a combination of rates for the State of Illinois (6.25%), the Cook County Home Rule (1.75%), the Regional Transportation Authority (1.00%) and the Hanover Park Home Rule (0.75%). Sales 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 FY2018 budget of \$6,400,000 includes a 3.23% increase over the FY2017 projection of \$6,200,000. This revenue will increase or decrease based on the dollar amount of general merchandise purchased within the Village. The anticipated increase is based on the projections provided by the State of Illinois budget office and adjusted to account for increased sales. This projection is based on increases in retail grocery sales within Hanover Park. Also, in the future, sales tax revenues are expected to increase even more due to additional economic development and an overall improvement in economic conditions.

State 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 FY2018 budget of \$925,000 includes a 0.22% increase over the FY2017 projection of \$923,000. The estimated increase was based on revenue trend data.

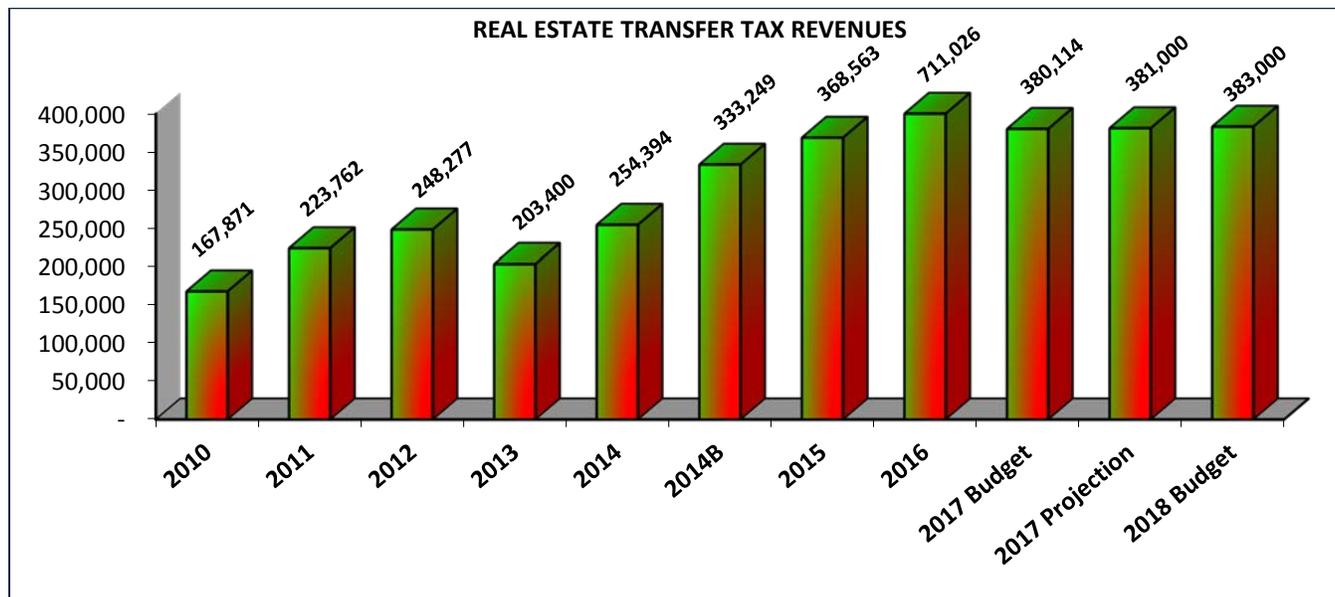


Home-Rule Sales Tax Revenues – The Village of Hanover Park is a home-rule municipality. State statutes allow home-rule municipalities the ability to impose an additional sales tax on all retail sales items except for food and drugs. The Village instituted a home-rule sales tax of one-half of one percent (1/2%) in FY1995 and increased the tax to three-fourths of one percent (3/4%) in Fiscal Year 2014. The Home Rule Tax does not apply to the sale of vehicles or qualifying food and drugs (General Sales Tax). The FY2018 budget of \$4,200,000 includes a 5.00% increase over the FY2017 projection of \$4,000,000. This revenue has followed the pattern of general sales tax revenue in being impacted by economic development and the performance of the local economy. Included in the FY2018 budget is the administrative fee of 2% imposed by the State which is projected to be an \$84,000 reduction in revenues.

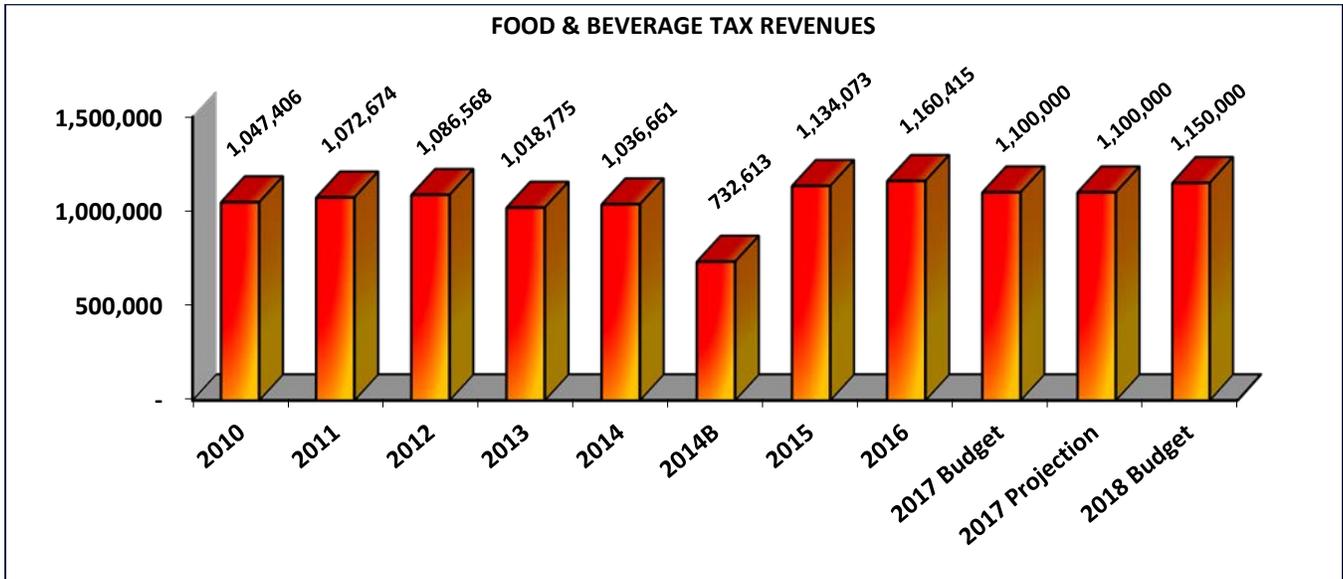


State Income Tax Revenues – Historically, this revenue source was a 10% allocation of the 3% State income tax, distributed to local governments on a per capita basis. In 2011 and again in 2017, the General Assembly increased the income tax to (or approximately) 5% and lowered the local governments allocation to 6%. In theory, this would leave the local government allocation the same as under the prior tax rate. However, there are provisions in the

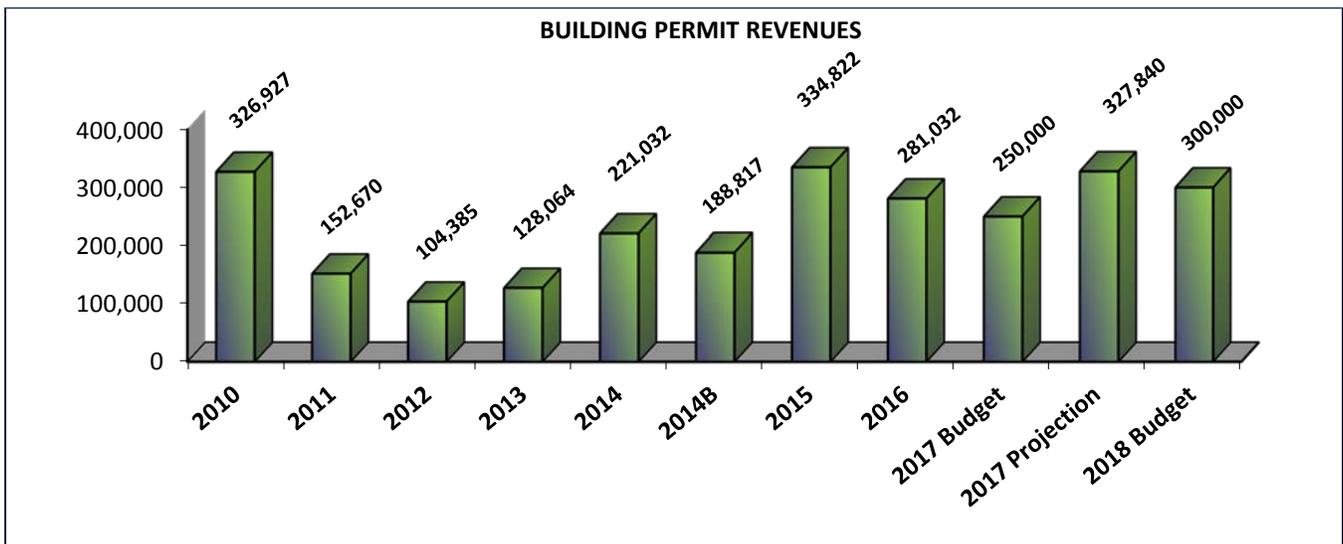
new tax law that would lower the State tax rate if statewide budget cuts are not achieved but there is no corresponding change in the allocation percentage should this occur. FY2010 receipts of \$3,040,184 dropped to \$2,984,408 or 1.83% in FY2011. Signs of stabilizations began to show an increase of 3.75% in FY2012 and 10.53% in FY2013. In FY2014 an increase of 8.13%. The FY2014B actual amount of \$2,335,241 is due to the Village switching from Fiscal Year to Calendar Year Effective May 1, 2014. In FY2015, receipts increased by 10% (approximately) 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. Due to this FY2015 increase, actual revenues decrease by 8.51% in FY2016 and are expected to decline an additional 6.94% in FY2017. A portion of the FY2017 decline is due to the State of Illinois one-time 10% reduction in local income tax distributions. The FY2018 budget of \$3,462,450 representing a 6.80% decrease from actual revenue received in FY2016.



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 is able to 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. Real Estate transfer tax revenue declined in FY2010 due to subprime mortgage defaults, foreclosures, reduction in sales and reduction in houses being sold. In FY2011 and FY2012, sales began to rise slowly. 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 located at 4175 Chandler Drive and 6325 Muirfield Drive. Another jump occurred in FY2016 due to transfer of ownership of four (4) commercial building located at 2000 Lake Street, 1200-1220 Central, 825 Turnberry Ct and the 850 Central. The FY2018 budget of \$383,000 includes a 0.52% increase over the FY2017 projection of \$381,000. Any major changes in the economy as well as the mortgage interest rates can have a substantial impact on home sales and the real estate transfer taxes received by the Village.

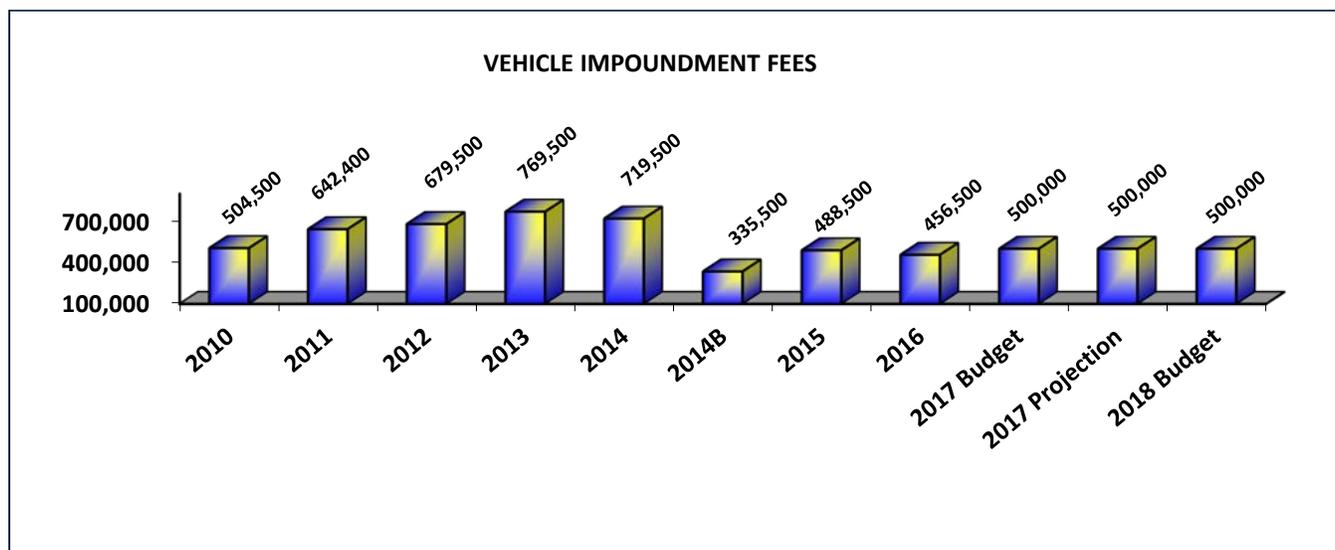


Food and Beverage Tax Revenues – This is a 3% tax on the sale of retail food and alcoholic beverages prepared for immediate consumption. This tax is remitted to the Village on a monthly basis and directly deposited into the General Fund. The Village imposed a three percent (3%) tax on prepared food and beverages in the 1980s. With openings and closing of restaurants and stores, small fluctuations have since occurred. For the most part, this revenue has been relatively constant from FY2009 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 FY2018 budget of \$1,150,000 includes a 4.55% increase over the FY2017 projection of \$1,100,000.

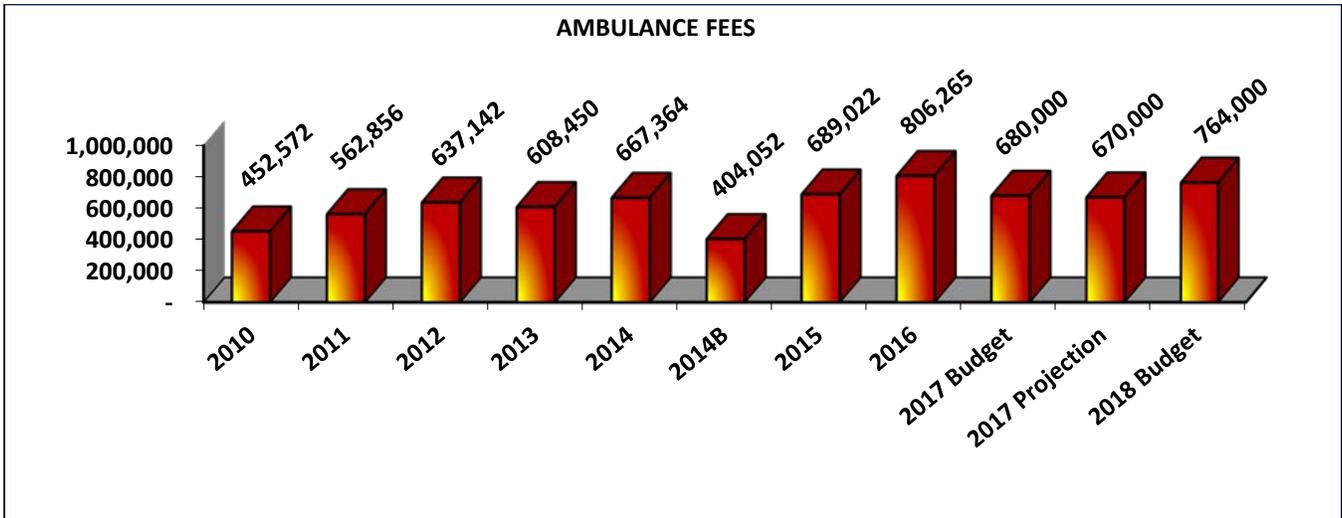


Building Permit Revenue – Building Permits must be purchased prior to construction. Permit fees vary depending upon the nature of the construction. Building permit revenues are directly tied to economic growth and development within the Village. In FY2010, there is a significant increase due to development of M/I Homes. This is a transit-oriented development near the commuter station and combines residential and commercial units. Commercial development also occurred in FY2010 in the Village’s Tax Increment Financing Districts, including the construction of a Nursing Care facility and various large expansion projects in the Village’s industrial parks. Since

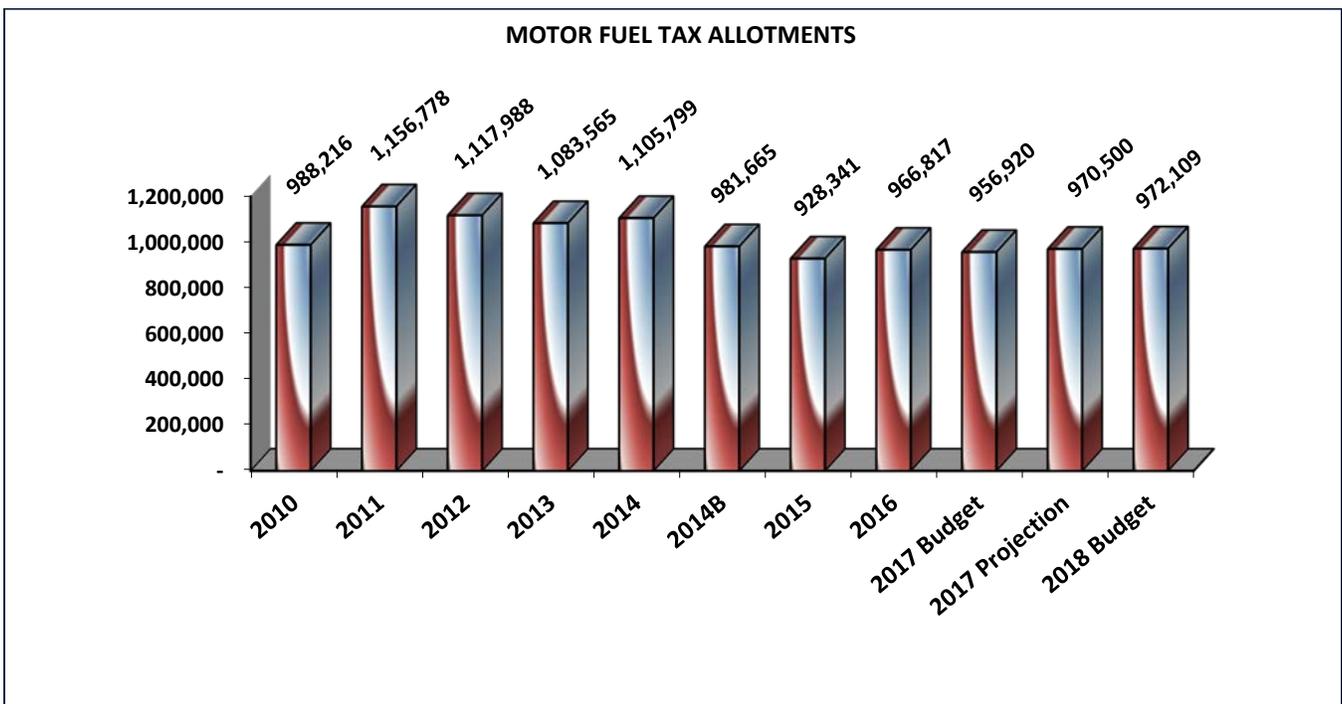
FY2010, building permit revenues decreased and remained stagnant through FY2014B as the economic conditions for building or renovating facilities was slow to recover. In FY2015 revenue collected was \$334,822 due to the remodeling of a commercial building located at 1200 Central Avenue, an addition to 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 no major remodeling or construction project happened in that year. In FY2017 projection is higher by \$77,840 or 31.14% of the budgeted amount due to roofing construction located at 6525 Muirfield Court, and 6325 Muirfield Court, remodeling of McDonald’s at 7455 Barrington Rd, and building addition at 1700 Drake Court that was not part of FY2017 revenue budget. The FY2018 budget of \$300,000 includes a 20.00% increase over the FY2017 budget and includes the anticipation of the redevelopment of 900 Irving Park Road.



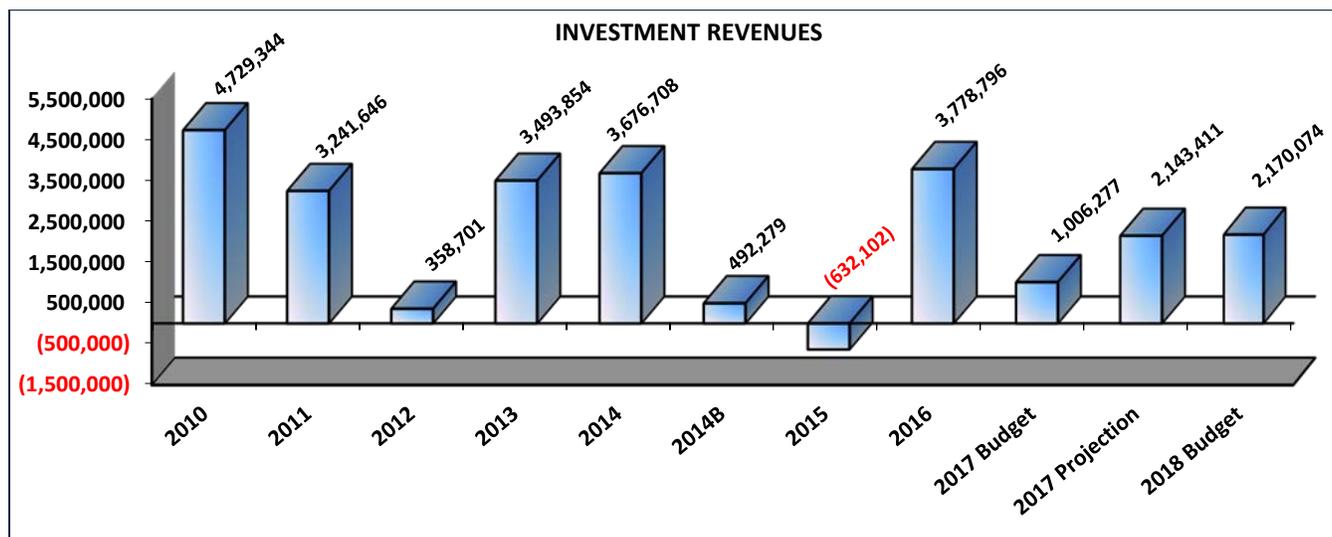
Vehicle Impoundment Fees – The Village instituted a \$500 vehicle impoundment fee during Fiscal Year 2004. This revenue is intended to partially offset the substantial cost of police officer time on vehicle impoundments associated with driving under the influence and suspended or revoked license enforcement. 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 FY2010 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. FY2015 and FY2016 actual revenue is less than \$500,000, most likely due to motorist being aware of the Village Code and road rules and regulations. The FY2018 projection of \$500,000 is the same as the FY2017 adopted budget and projection.



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 FY2009 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, 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. In FY2015 revenue started to increase and in FY2016 Village pass an ordinance to increase fees for recovery for medical services effective January 1, 2016 to be more in-line and comparable with surrounding communities who provides the same services. In October 2017 the Village board approved another rate increase, based on a survey gathered by the Fire Department that the Village still charged lower rates compared to our surrounding communities. The new rate reflected in the FY2018 budget of \$764,000 includes a 14.03% increase over the FY2017 projection of \$670,000.

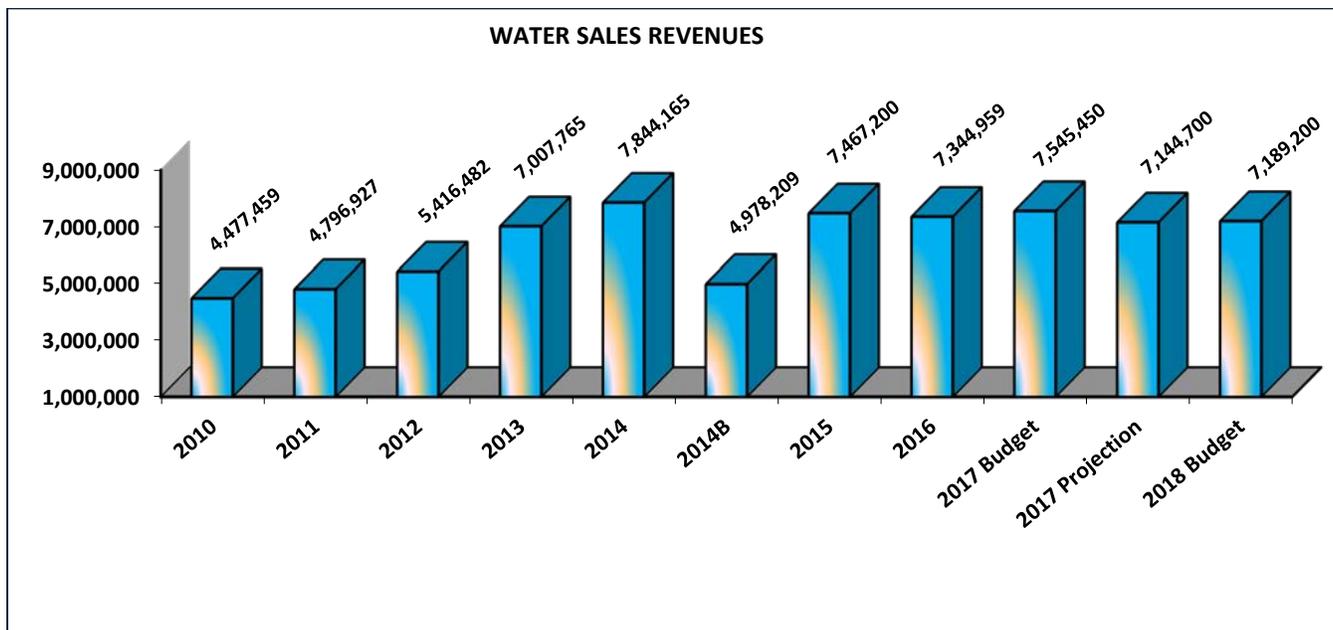


Motor Fuel Tax - The Village receives a portion of the State Motor Fuel Tax (MFT) on a per-capita basis. Funds are used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the Village’s share of the gasoline tax. This revenue fluctuated through FY2014 due to gasoline prices. The FY2014B actual amount of \$981,665 is lower compared to FY2014 of \$1,105,799, 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 actual revenue collected drastically decrease compared to FY2014B which only accounted for 8 months of revenues due to declining gas prices and forecasted to decrease further. FY2018 motor fuel tax revenue is budgeted at \$956,920 based on the projected rate of \$25.60 per capita rate instead of \$25.75 rate estimate by Illinois Municipal League (IML).

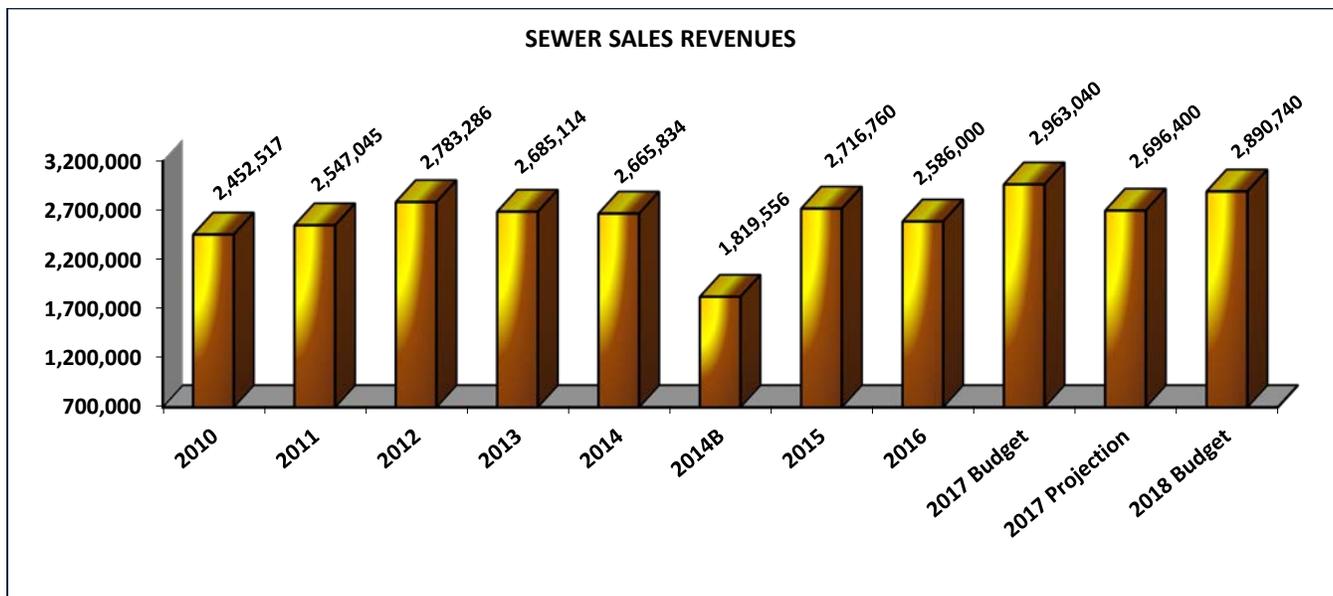


Investment Revenues – Investment revenues are an important source of funding for Village services. Investment revenues include interest and the Net Change in Fair Value of investments. This category of revenue is dependent upon invested balances, as well as current trends in interest rates nationally 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 included in this category. The State Legislature has enabled the Village’s two pension funds opportunities for investment in mutual funds and stocks.

In FY2009, the impact of the recession affected investment revenues due to lower interest rates and a decline in stock market performance by almost 50%. This resulted in negative earnings in both pension funds. Fiscal Year 2010 revenues increased due almost entirely to a rebound in the stock market and the recovery in value in the pension funds and interest on fixed income investments. A large decrease occurred in FY2012 due to the fair values of investments declining again, but they regained value in the following year. FY2013 increased primarily due to a positive investment year with both the Police and Firefighter Pensions. The FY2014B actual amount of \$492,295 is lower compared to FY2014 of \$3,594,028 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 with a negative actual revenue of \$632,175 experienced a lower than anticipated return on investment due to market rate, stock prices down the last quarter of 2015. The FY2016 increased primarily due to positive investment year for Police and Fire Pension and CD’s excellent rate of return for the Village Operating and Other Funds. The FY2018 budget amount is a conservative estimate based on return of investment data and economic trends.



Water Sales Revenues – The Village’s water customer base includes approximately 11,000 customers, a combination of Cook County and DuPage County residents. Customers are billed bi-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 is subject to any increase the City issues. 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 \$25.00. 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) is billed monthly effective 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 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 revenue of \$7,467,200 is \$1,237,200 lower than the budget amount due to the mild summers we have had for the past couple of years. The FY2016 actual revenue of \$7,344,959 or 1.64% lower than FY2015 actual of \$7,467,200 due to mild summer weather. The FY2017 budget projection is \$400,750 or 5.31% lower than budgeted amount, this is the first full year that the Village has been on a monthly billing cycle. FY2018 budget of \$7,189,200 is \$44,500 or 0.62% more than FY2017 projection amount. This revenue is entirely dependent on water consumed with weather playing a major role, especially during the summer. This is the third consecutive year that the Village did not increase the water rate. It remains \$9.35 per 1,000 gallons since January 2015.

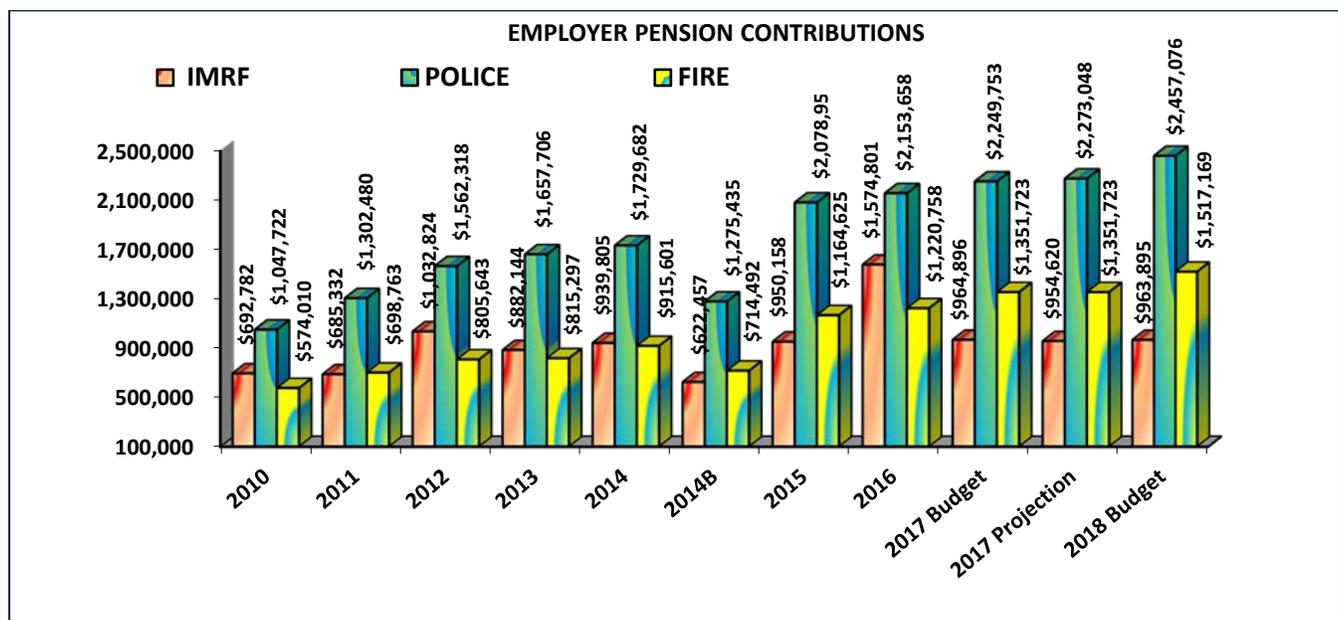


Sewer Sales Revenues – The sewer consumption is assumed to be the same as water consumption. Revenues are determined by the amount of water sold to individual homes and businesses. Sewer sales revenue has increased and decreased in a similar pattern to water sales. Residents in the Cook County portion 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. Through 2005, a summer sewer credit based on winter water consumption was applied to two bills each year to reduce the bill for outside watering, which does not enter the sewer system. In FY2006, this credit was expanded to include three bills each year to encompass all of the summer months. In FY2016 the water and sewer ordinance was amended to cancel the summer sewer credit effective March 1, 2016. FY2012 through FY2015 show slight increases due to a yearly rate increase of 3% for administrative costs. 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 FY2016 actual revenue of \$2,586,000 is \$130,760 or 4.81% lower than FY2015 actual of \$2,716,760. The FY2017 projection of \$2,696,400 is \$266,640 or 9.00% lower than budgeted amount, the decrease is the same pattern for water revenues. FY2018 budget of \$2,890,740 is a \$194,340 or 7.21% more than FY2017 projection amount. This revenue is entirely dependent on water consumption with weather playing a major role, especially during the summer. This is the third consecutive year that the Village has not increased the sewer rate. It remains \$2.07 for Cook and \$5.57 for DuPage 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 \$31,650,706, approximately 51% of total Village 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 paid-on-call firefighters are represented by the Service Employees International Union (SEIU). The FY2018 budgeted salary amounts are as provided for in these contracts.

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 one hundred fourteen percent (114%) in the last 8 years (difference between 2010 and 2016 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, 2016, the Police Pension and the Fire Pension funds are funded at 54.12% and 57.42% respectively. The IMRF Pension actuarial funded ratio as of December 31, 2015 was 84.01%.

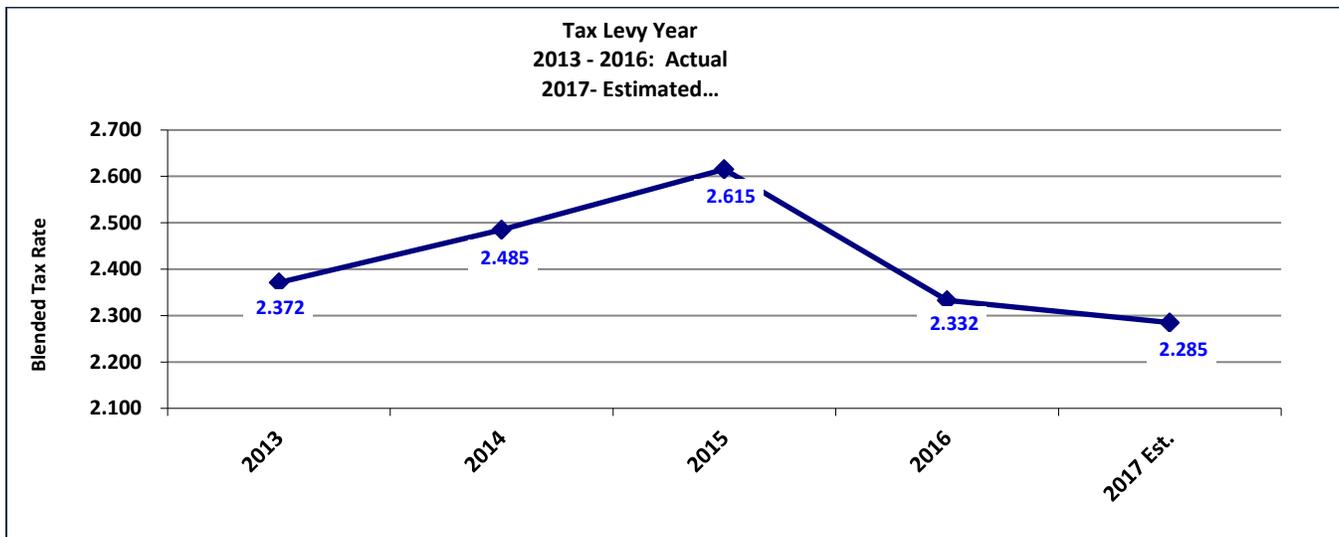


Employer Pension Contributions				
Year	IMRF	POLICE	FIRE	TOTA:
2010	692,782	1,047,722	574,010	2,314,514
2011	685,332	1,302,480	698,763	2,686,575
2012	1,032,824	1,562,318	805,643	3,400,785
2013	882,144	1,657,706	815,297	3,355,147
2014	939,805	1,729,682	915,601	3,585,088
2014B	622,457	1,275,435	714,492	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 Budget	964,896	2,249,753	1,351,723	4,566,372
2017 Projection	954,620	2,273,048	1,351,723	4,579,391
2018 Budget	963,895	2,457,076	1,517,169	4,938,140

EXHIBIT G

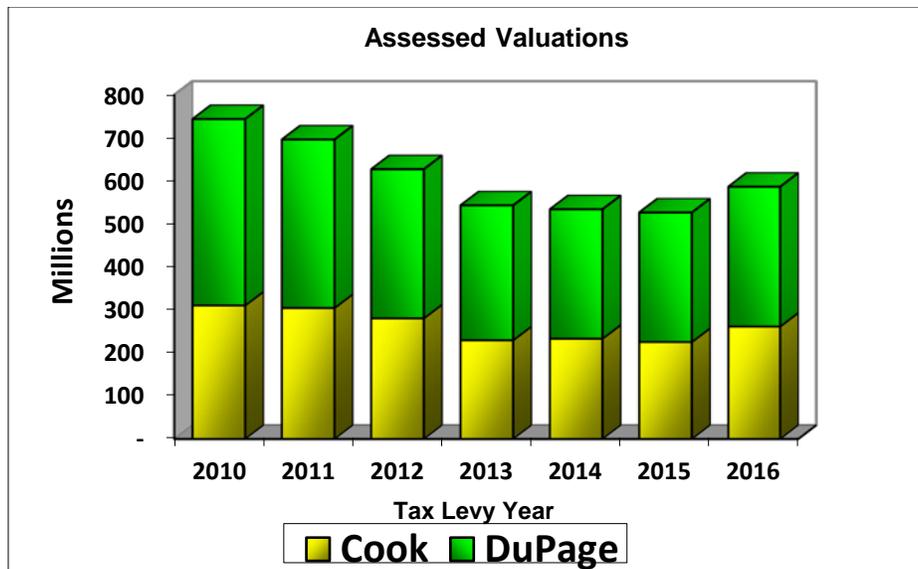
VILLAGE OF HANOVER PARK, ILLINOIS Property Tax Levies and Blended Tax Rates

Fiscal Year	2014	2015	2016	2017	2018
Tax Levy Year	2013 Extended	2014 Extended	2015 Extended	2016 Extended	2017 Tax Levy
Corporate	\$ 5,897,559	\$ 5,597,199	\$ 5,460,856	\$ 3,556,451	\$ 3,041,733
Corporate Police Pension			\$ -	\$ 2,293,935	\$ 2,457,076
Corporate Fire Pension			\$ -	\$ 1,378,355	\$ 1,517,169
Corporate - Fire	\$ 5,381,165	\$ 6,041,616	\$ 6,446,919	\$ 4,633,633	\$ 4,629,782
Total Corporate	\$ 11,278,724	\$ 11,638,815	\$ 11,907,775	\$ 11,862,374	\$ 11,645,760
Debt Service					
2010 GO Bond	\$ 629,970	\$ 619,170	\$ 729,712	\$ 670,081	\$ 643,605
2010A GO Bond	\$ 299,778	\$ 343,951	\$ 451,128	\$ 467,670	\$ 446,038
2011 GO Bond	\$ 654,697	\$ 652,237	\$ 664,215	\$ 665,543	\$ 651,313
Net Debt Service Levy	\$ 1,584,445	\$ 1,615,358	\$ 1,845,055	\$ 1,803,294	\$ 1,740,956
Total Levy	\$ 12,863,169	\$ 13,254,173	\$ 13,752,830	\$ 13,665,668	\$ 13,386,716
Blended Tax Rate	\$ 2.372	\$ 2.485	\$ 2.615	\$ 2.332	\$ 2.285



The Village of Hanover Park is located within two counties; DuPage and Cook. The blended tax rate represents an average of both counties. The rate increased in 2015 because of a one percent (1%) increase in property tax rate and the unexpected decrease in Equalize Assessed Valuations (EAV) of properties within the Village. The result is that when the value decreases, the tax rate increases.

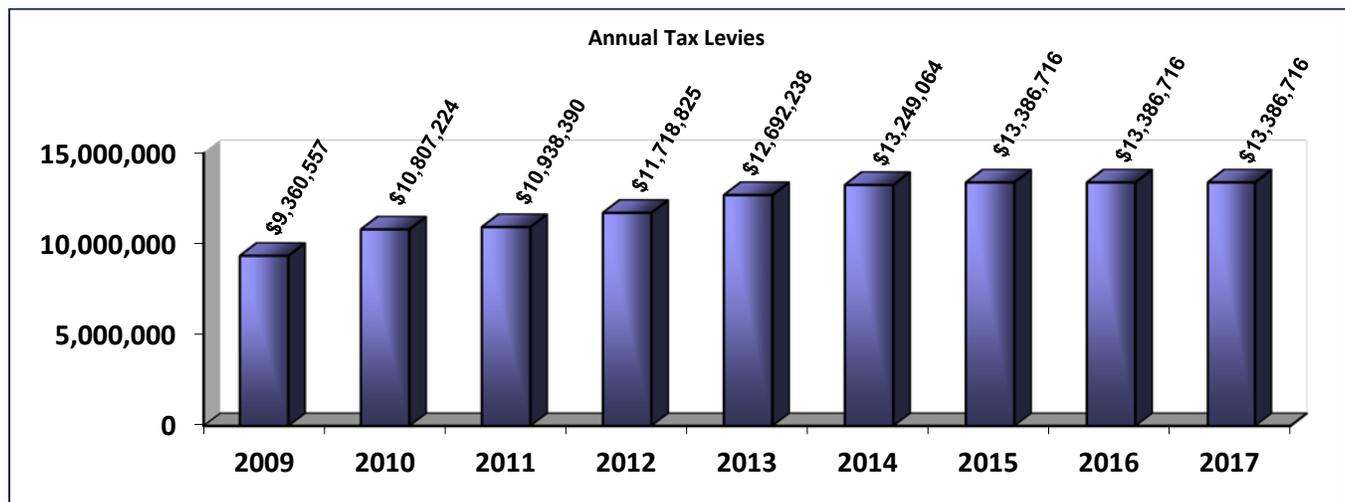
EXHIBIT H



2010-2016: Actual

Levy Year	2010	2011	2012	2013	2014	2015	2016
Cook	310,642	304,659	280,598	229,461	233,116	225,330	261,408
DuPage	433,012	391,277	346,087	312,941	300,188	300,525	324,478
Total EAV	743,653	695,936	626,686	542,402	533,304	525,854	585,886

Since 2010 and with the economic downturn, the EAV has decreased in Cook County and DuPage County. The decline in property values is the main cause of this decrease. In 2016 the Village’s total assessed value increase by 60,032 or 11.42% compared to 2015 assessed value.

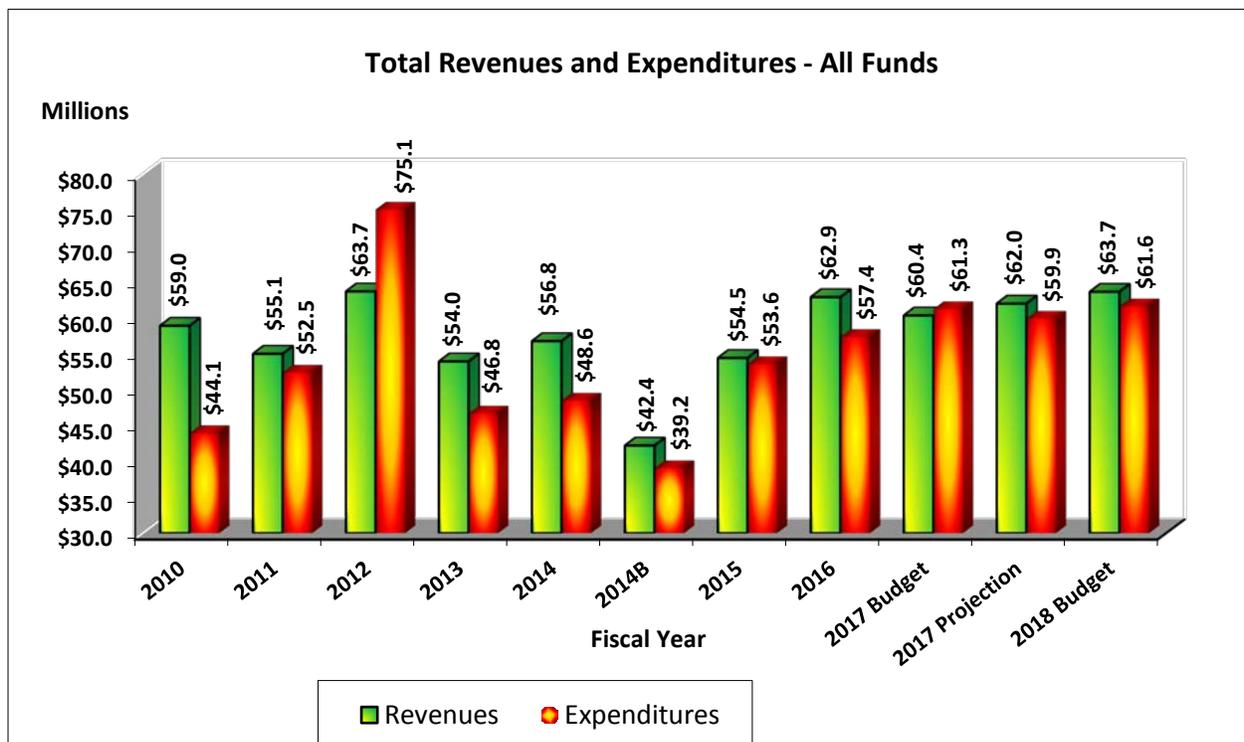


2009-2016: Actual Adopted Levy 2017 - Proposed Levy

The levy increases have been limited to no more than 5% except in 2010. The total levy increases were higher in 2010 as a result of issuing the 2010 and 2010A General Obligation Bonds and refunding of 2004 Bond. The Village’s 2017 property tax levy to be collected in FY 2018 is \$13,386,716. \$1,740,956 is assigned to pay specific debt obligations while \$3,974,242 is levied to pay for the Village portion of Police and Fire pension contributions. Once again, the Board approved a (zero) 0.00% 2017 tax levy in FY 2018. This is the second year that the Village did not increase property tax.

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



2010 – 2016: Actual Revenues and Expenditures – All Funds

The increase in revenues and expenditures in FY2010, FY2011 and FY2012 is due to the issuance 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. FY2016 Revenues exceeded project projection like sales and home rule sales tax due to improving economy. Expenditures were below budget due to closely monitoring the village expenditures.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Calendar Year Ending December 31, 2018

Fund	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
General	\$ 22,770,827	\$ 33,126,657	\$ 34,291,822	\$ 32,843,228	\$ 33,709,047	\$ 34,304,935
Special Revenue Funds						
Motor Fuel Tax	985,733	933,609	970,891	1,473,647	1,495,502	1,045,709
Road and Bridge	96,896	117,438	114,104	121,000	121,600	576,653
MWRD Fields	71,210	625,624	157,370	153,300	161,875	187,700
State Restricted	239,280	62,019	75,524	51,425	57,765	57,945
Federal Restricted	1,479	-	1,869	-	7,092	20
Foreign Fire Insurance	27,241	59,400	39,609	33,000	39,000	39,050
SSA #3	9,639	15,108	15,375	15,820	15,595	16,292
SSA #4	13,873	15,448	20,245	18,665	19,070	19,246
SSA #5	255,543	242,149	154,661	157,036	158,050	161,750
TIF #3	1,112,084	1,947,491	1,803,070	1,871,000	2,015,000	2,060,000
TIF #4	12	-	0	-	-	20,000
TIF #5	4,455	6,570	25,865	4,800	172,020	14,500
	<u>2,817,446</u>	<u>4,024,857</u>	<u>3,378,583</u>	<u>3,899,693</u>	<u>4,262,569</u>	<u>4,198,865</u>
Debt Service Funds						
2011 General Obligation Bonds	552,122	639,042	655,327	646,813	647,600	651,413
2010 General Obligation Bonds	719,531	767,746	878,134	783,880	791,291	775,705
2010A General Obligation Bonds	343,184	433,066	539,932	484,488	547,470	476,088
	<u>1,614,837</u>	<u>1,839,854</u>	<u>2,073,393</u>	<u>1,915,181</u>	<u>1,986,361</u>	<u>1,903,206</u>
Capital Projects Funds						
SSA #6	39,244	72,837	78,658	75,130	79,018	75,120
General Capital Projects	1,102,623	1,499,288	1,312,133	1,779,655	1,782,595	1,995,764
	<u>1,141,867</u>	<u>1,572,125</u>	<u>1,390,791</u>	<u>1,854,785</u>	<u>1,861,613</u>	<u>2,070,884</u>
Enterprise Funds						
Water and Sewer	7,685,123	12,296,062	11,974,583	12,756,640	12,141,219	12,426,540
Commuter Parking Lot	266,009	389,338	444,063	390,800	395,800	450,772
Hanover Square	1,698,227	(3,635,634)	-	-	-	-
	<u>9,649,358</u>	<u>9,049,765</u>	<u>12,418,646</u>	<u>13,147,440</u>	<u>12,537,019</u>	<u>12,877,312</u>
Internal Service Fund						
Central Equipment	1,217,097	1,240,949	1,230,976	1,098,572	1,114,807	1,178,048
I.T. Equipment Replacement	-	300,000	300,000	300,100	300,500	342,253
	<u>1,217,097</u>	<u>1,540,949</u>	<u>1,530,976</u>	<u>1,398,672</u>	<u>1,415,307</u>	<u>1,520,301</u>
Trust and Agency Funds						
Police Pension	2,014,348	2,147,956	4,993,533	3,414,753	4,000,148	4,194,026
Fire Pension	1,135,938	1,193,184	2,854,044	1,911,023	2,419,623	2,593,169
	<u>3,150,286</u>	<u>3,341,140</u>	<u>7,847,576</u>	<u>5,325,776</u>	<u>6,419,771</u>	<u>6,787,195</u>
Total Revenues	<u>\$ 42,361,718</u>	<u>\$ 54,495,346</u>	<u>\$ 62,931,785</u>	<u>\$ 60,384,775</u>	<u>\$ 62,191,687</u>	<u>\$ 63,662,698</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Calendar Year Ending December 31, 2018

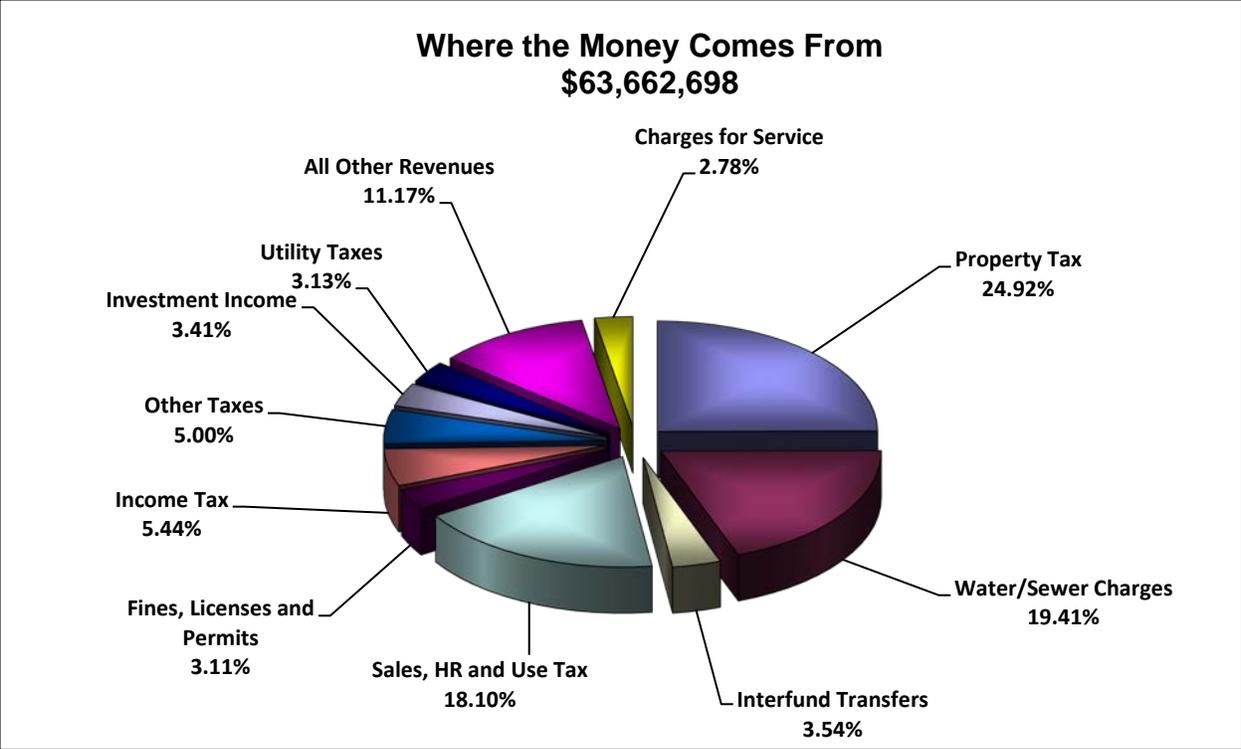
Fund	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses						
General	\$ 20,912,406	\$ 31,242,853	\$ 31,151,413	\$ 32,836,381	\$ 32,671,203	\$ 34,630,888
Special Revenue Funds						
Motor Fuel Tax	1,370,469	648,534	1,687,875	1,905,755	1,875,137	1,114,386
Road and Bridge	39,279	125,753	123,153	738,000	738,000	877,503
MWRD Fields	-	45,897	88,835	738,100	603,600	452,948
State Restricted	16,043	26,812	37,075	54,100	54,100	111,800
Federal Restricted	-	-	-	500	500	500
Foreign Fire Insurance	5,603	36,357	25,268	30,500	30,500	65,000
SSA #3	22,412	17,254	16,466	19,700	19,700	19,200
SSA #4	13,730	26,760	25,204	29,432	28,582	29,612
SSA #5	117,791	143,007	491,306	115,300	113,300	161,700
TIF #3	1,267,888	819,562	522,811	1,790,560	548,069	1,149,890
TIF #4	7,739	2,410	538	100,000	-	100,000
TIF #5	323	23,799	65,229	40,000	120,000	100,000
	<u>2,861,276</u>	<u>1,916,143</u>	<u>3,083,760</u>	<u>5,561,947</u>	<u>4,131,488</u>	<u>4,182,539</u>
Debt Service Funds						
2011 General Obligation Bonds	684,805	647,615	642,615	648,213	647,613	652,813
2010 General Obligation Bonds	870,695	791,301	791,370	785,280	784,933	777,105
2010A General Obligation Bonds	398,063	447,518	465,913	485,938	485,541	477,538
	<u>1,953,562</u>	<u>1,886,433</u>	<u>1,899,898</u>	<u>1,919,431</u>	<u>1,918,087</u>	<u>1,907,456</u>
Capital Projects Funds						
SSA #6	26,783	64,253	70,094	75,094	70,094	75,100
General Capital Projects	854,024	1,026,889	1,232,344	1,778,155	1,512,571	2,082,752
	<u>880,807</u>	<u>1,091,142</u>	<u>1,302,438</u>	<u>1,853,249</u>	<u>1,582,665</u>	<u>2,157,852</u>
Enterprise Funds						
Water and Sewer	8,106,070	12,314,219	12,488,099	12,752,534	12,542,273	12,357,750
Commuter Parking Lot	202,908	373,476	563,266	573,221	563,330	501,215
Hanover Square	524,860	593,908	-	-	-	-
	<u>8,833,838</u>	<u>13,281,603</u>	<u>13,051,365</u>	<u>13,325,755</u>	<u>13,105,603</u>	<u>12,858,965</u>
Internal Service Fund						
Central Equipment	1,899,605	1,153,300	3,320,297	1,471,000	2,071,000	1,247,100
I.T. Equipment Replacement	-	-	124,661	435,000	416,844	410,000
	<u>1,899,605</u>	<u>1,153,300</u>	<u>3,444,958</u>	<u>1,906,000</u>	<u>2,487,844</u>	<u>1,657,100</u>
Trust and Agency Funds						
Police Pension	1,215,354	2,033,147	2,328,588	2,622,480	2,641,620	2,798,182
Fire Pension	626,488	1,030,836	1,143,316	1,230,240	1,392,562	1,442,302
	<u>1,841,842</u>	<u>3,063,983</u>	<u>3,471,904</u>	<u>3,852,720</u>	<u>4,034,182</u>	<u>4,240,484</u>
Total Expenditures	<u>\$ 39,183,337</u>	<u>\$ 53,635,456</u>	<u>\$ 57,405,734</u>	<u>\$ 61,255,483</u>	<u>\$ 59,931,072</u>	<u>\$ 61,635,284</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category - ALL Fund
 Fiscal Year Ending December 31, 2018

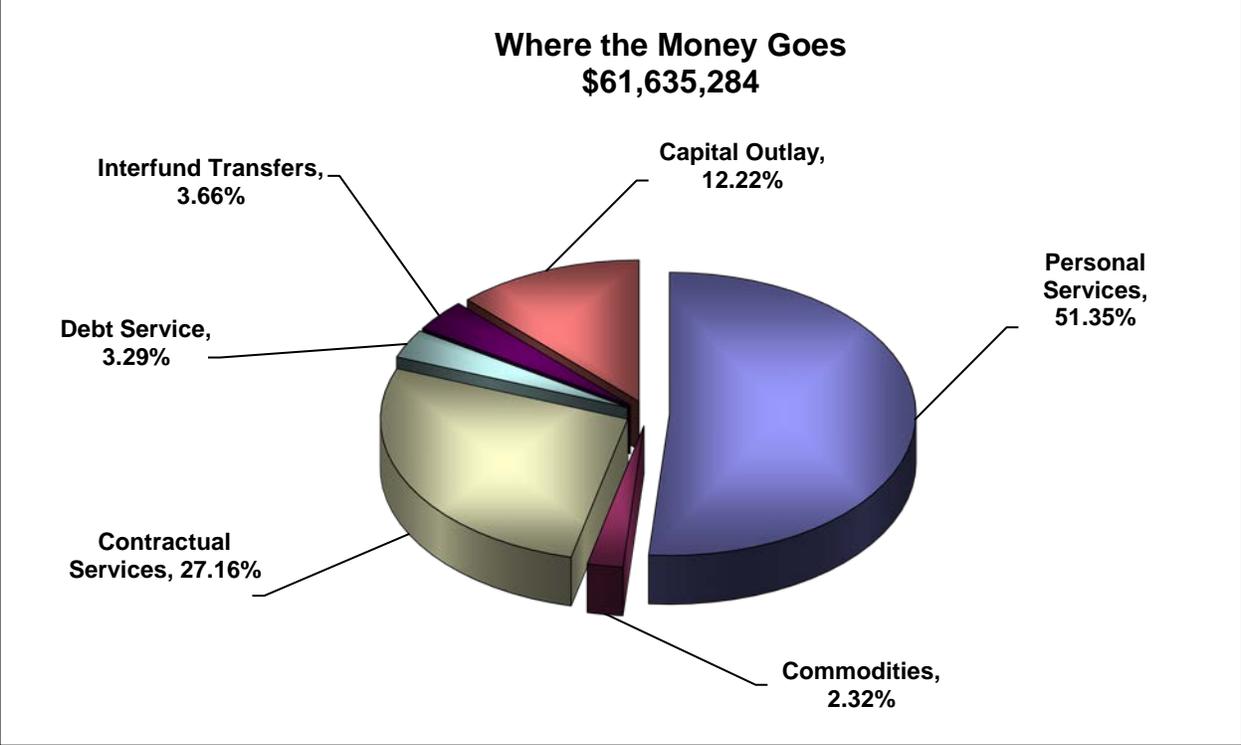
	General Fund FY 2018	Motor Fuel Tax Fund FY 2018	Road and Bridge FY 2018	MWRD FY 2018	State Restricted FY 2018	Federal Restricted FY 2018	Foreign Fire Insurance Fund FY 2018	SSA #3 FY 2018	SSA #4 FY 2018	SSA #5 FY 2018	TIF #3 FY 2018	TIF #4 FY 2018	TIF #5 FY 2018
Revenues and Other Financing Sources													
Property Taxes	\$ 11,645,760	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 16,192	\$ 19,096	\$ 161,700	\$ 2,050,000	\$ 20,000	\$ 14,500
Personal Property Rplcmnt	86,000	-	500	-	-	-	-	-	-	-	-	-	-
Utility Taxes	1,993,000	-	-	-	-	-	-	-	-	-	-	-	-
State Income Tax	3,462,450	-	-	-	-	-	-	-	-	-	-	-	-
Sales, HR and Use Tax	11,525,000	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	1,591,000	68,000	-	152,400	-	-	39,000	-	-	-	-	-	-
Total Taxes	30,303,210	68,000	120,500	152,400	-	-	39,000	16,192	19,096	161,700	2,050,000	20,000	14,500
Intergovernmental	20,460	972,109	127,200	-	17,945	-	-	-	-	-	-	-	-
Licenses and Permits	1,221,300	-	-	35,000	-	-	-	-	-	-	-	-	-
Charges for Services	1,328,300	-	-	-	-	-	-	-	-	-	-	-	-
Fines and Forfeits	681,500	-	-	-	40,000	-	-	-	-	-	-	-	-
Investment Income	83,434	3,500	3,000	300	-	20	50	100	150	50	10,000	-	-
Miscellaneous	604,067	2,100	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	62,664	-	325,953	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 34,304,935	\$ 1,045,709	\$ 576,653	\$ 187,700	\$ 57,945	\$ 20	\$ 39,050	\$ 16,292	\$ 19,246	\$ 161,750	\$ 2,060,000	\$ 20,000	\$ 14,500
Expenditures and Other Financing Uses													
Personnel Services	\$ 24,330,468	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,325	\$ -	\$ -
Commodities	1,061,502	-	82,500	-	-	-	65,000	-	-	-	-	-	-
Contractual Services	7,048,113	40,628	775,001	79,000	111,800	500	-	19,200	29,612	161,700	376,565	100,000	100,000
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	2,190,805	-	-	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	1,073,758	20,002	373,948	-	-	-	-	-	-	760,000	-	-
Total Expenditures	\$ 34,630,888	\$ 1,114,386	\$ 877,503	\$ 452,948	\$ 111,800	\$ 500	\$ 65,000	\$ 19,200	\$ 29,612	\$ 161,700	\$ 1,149,890	\$ 100,000	\$ 100,000

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category - ALL Fund
 Fiscal Year Ending December 31, 2018

	2011 GO Bond Fund FY 2018	2010 GO Bond Fund FY 2018	2010A GO Bond Fund FY 2018	SSA #6 FY 2018	General Capital Project Fund FY 2018	Water & Sewer Fund FY 2018	Municipal Commuter Lot FY 2018	Central Equipment FY 2018	I.T. Equipment Fund FY 2018	Police Pension Fund FY 2018	Fire Pension Fund FY 2018	Total FY 2018
Revenues and Other Financing Sources												
Property Taxes	\$ 651,313	\$ 643,605	\$ 446,038	\$ 75,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,863,304
Personal Property Rplcmnt	-	-	-	-	-	-	-	-	-	-	-	86,500
Utility Taxes	-	-	-	-	-	-	-	-	-	-	-	1,993,000
State Income Tax	-	-	-	-	-	-	-	-	-	-	-	3,462,450
Sales, HR and Use Tax	-	-	-	-	-	-	-	-	-	-	-	11,525,000
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	1,850,400
Total Taxes	651,313	643,605	446,038	75,100	-	-	-	-	-	-	-	34,780,654
Intergovernmental	-	-	-	-	99,900	-	7,875	-	-	-	-	1,245,489
Licenses and Permits	-	-	-	-	-	-	-	-	-	-	-	1,256,300
Charges for Services	-	-	-	-	-	12,356,540	442,197	-	-	-	-	14,127,037
Fines and Forfeits	-	-	-	-	-	-	-	-	-	-	-	721,500
Investment Income	100	100	50	20	3,000	50,000	700	25,000	500	1,215,000	775,000	2,170,074
Miscellaneous	-	132,000	30,000	-	28,012	20,000	-	1,153,048	341,753	2,979,026	1,818,169	7,108,175
Interfund Transfers	-	-	-	-	1,864,852	-	-	-	-	-	-	2,253,469
Total Revenues	\$ 651,413	\$ 775,705	\$ 476,088	\$ 75,120	\$ 1,995,764	\$ 12,426,540	\$ 450,772	\$ 1,178,048	\$ 342,253	\$ 4,194,026	\$ 2,593,169	\$ 63,662,698
Expenditures and Other Financing Uses												
Personnel Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,098,860	\$ 166,021	\$ -	\$ -	\$ 2,682,520	\$ 1,359,512	\$ 31,650,706
Commodities	-	-	-	-	-	213,731	5,394	-	-	800	800	1,429,727
Contractual Services	1,500	1,500	1,500	5,002	-	7,570,816	119,300	-	-	114,862	81,990	16,738,589
Debt Service	651,313	775,605	476,038	7,434	-	117,538	-	-	-	-	-	2,027,928
Interfund Transfers	-	-	-	62,664	-	-	-	-	-	-	-	2,253,469
Capital Outlay	-	-	-	-	2,082,752	1,356,805	210,500	1,247,100	410,000	-	-	7,534,865
Total Expenditures	\$ 652,813	\$ 777,105	\$ 477,538	\$ 75,100	\$ 2,082,752	\$ 12,357,750	\$ 501,215	\$ 1,247,100	\$ 410,000	\$ 2,798,182	\$ 1,442,302	\$ 61,635,284



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



Public Safety, including the Police and Fire, accounts for 60% 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
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Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
311-300	Property Tax - Dupage	\$ 841,873	\$ 237,089	\$ 253,136	\$ 245,000	\$ 250,000	\$ 250,000
311-301	Property Taxes	10,180,928	14,727,684	15,205,346	15,015,516	15,216,200	15,221,216
311-303	Property Taxes TIF Rebates	238	-	-	-	-	-
311-304	Township Tax Levy	82,179	116,544	111,415	120,000	117,500	120,000
311-390	S.S.A. #3, 4, 5 & 6 Property Tax	318,094	345,315	267,858	266,346	271,450	272,088
312-301	Simplified Telecommunications	486,368	754,969	690,765	695,000	613,400	600,000
312-302	Natural Gas Use Tax	88,079	215,496	192,588	235,000	194,000	393,000
312-303	Electric Use Tax	645,153	1,017,092	1,012,647	996,000	1,000,000	1,000,000
313-301	Sales Tax	3,723,114	5,641,105	5,911,386	5,620,000	6,200,000	6,400,000
313-302	Use Tax	545,220	844,592	922,304	875,000	923,000	925,000
313-303	Home Rule Sales Tax	2,524,471	3,689,384	3,851,280	3,650,000	4,000,000	4,200,000
313-304	Real Estate Transfer Tax	333,249	368,563	711,026	380,114	381,000	383,000
313-305	Hotel/Motel Tax	35,800	45,939	44,881	45,000	44,500	45,000
314-302	Gasoline Taz	-	-	-	-	-	68,000
314-306	Video Gaming Tax	49,400	110,406	140,601	138,000	145,000	152,400
314-301	Food & Beverage Tax	732,613	1,134,073	1,160,415	1,100,000	1,100,000	1,150,000
314-305	Foreign Fire Ins. Tax	27,241	38,360	39,609	33,000	39,000	39,000
314-307	Auto Rental Tax	12,486	15,456	13,908	14,000	12,500	13,000
Total Taxes		20,626,507	29,302,068	30,529,165	29,427,976	30,507,550	31,231,704
331-301	Personal Prop.Replacement	51,945	87,435	87,160	88,500	87,100	86,500
331-302	State Income Tax	2,335,241	4,040,449	3,696,445	3,870,000	3,440,000	3,462,450
331-303	Motor Fuel Tax	981,665	928,341	966,817	956,920	970,500	972,109
332-301	State Grants	12,500	6,075	-	112,627	119,402	234,975
332-303	Other Government Grants	-	500,000	-	-	-	-
367-300	Drug Forfeiture	36,722	20,307	28,847	10,500	24,072	17,000
367-301	Sex Offender Fees	40	450	755	875	765	945
367-302	Money Laundering	-	687	-	-	-	-
380-303	ILETSB Boards	-	-	-	8,000	1,200	4,500
380-306	Police Programs	12,727	18,442	1,700	4,000	2,000	2,000
380-317	Reimbursed DuPage City Mowing	10,360	10,360	10,360	10,360	10,360	10,360
380-328	OJP Bullet Proof Vest Grant	-	610	-	3,000	3,000	2,700
380-326	ILEAS Reimbursement	19,245	919	928	900	900	900
Total Intergovernmental		3,460,445	5,614,074	4,793,011	5,065,682	4,659,299	4,794,439
321-301	Business Licenses	3,507	93,597	69,504	75,000	79,375	79,000
321-302	Liquor Licenses	51,755	55,112	5,637	50,000	53,000	53,000
321-303	Contractor Licenses	22,697	45,165	48,200	50,000	39,160	40,000
321-304	Vendor/Solicitor Licenses	2,300	1,175	-	1,000	825	500
321-306	Animal Licenses	540	955	690	550	500	500
321-307	Penalties on Licenses	3,105	50	100	2,000	100	2,000
321-308	Multi-Family Licenses	51,325	35,700	80,813	91,350	90,900	90,900
321-309	Single Family Rental Licenses	52,600	101,275	98,750	78,000	128,200	112,400
322-301	Building Permits-Cook	92,195	334,822	281,032	250,000	327,840	300,000
322-302	Building Permits-DuPage	96,622	-	-	-	-	-
322-303	Sign Permits	2,102	695	663	1,000	700	1,000
322-304	Video Gaming Terminal Permit	2,500	15,000	15,000	15,000	15,000	35,000
322-310	Wastewater Discharge	-	-	950	-	-	-
323-306	Land Use Development	-	3,975	5,025	-	4,425	-
323-307	Cable Franchise Fee	271,396	415,335	421,570	420,000	411,000	415,000
323-301	Solid Waste Franchise Fee	66,615	122,121	141,423	125,400	124,060	127,000
Total Licenses and Permits		719,259	1,224,976	1,169,356	1,159,300	1,275,085	1,256,300

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Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources (Continued)							
323-302	Building Reinspect Fee	1,800	1,658	1,362	1,800	2,000	1,800
323-303	Inspection Fees - Misc	600	500	100	350	100	100
323-304	Plan Review-Engineering	750	-	-	-	-	-
323-305	Plan Review-Inso Svc. Fee	42,531	18,758	11,794	40,000	42,520	40,000
323-309	Parking Lot Meter Fees	105,325	156,600	158,625	153,600	158,950	185,052
323-310	Parking Lot Permit Fees	160,570	232,805	235,120	237,000	236,150	257,145
323-312	Ambulance Fees	404,052	689,022	806,265	680,000	670,000	764,000
323-313	CPR Fees	1,795	2,375	2,399	2,500	1,820	1,800
323-314	Vehicle Impoundment Fees	335,500	488,500	456,500	500,000	500,000	500,000
323-316	ADT Administrative Fee	4,604	6,183	6,013	4,000	6,046	6,000
323-317	Pulic Safety Admin Fee	3,220	3,620	4,760	2,000	1,060	2,000
323-318	Child Safety Seat Install	210	210	105	100	105	100
323-319	Elevator Inspection Fee	(250)	(429)	(100)	-	-	-
323-320	Highlighter Advertising Fee	650	1,150	950	-	-	-
323-321	Fire Training Course Fees	1,520	5,605	2,560	-	5,840	5,000
323-322	Overweight Vehicle Fee	-	-	-	-	6,500	7,500
343-301	Infrastructure Charge Cook County	326,648	780,553	668,594	783,000	781,400	800,250
343-302	Infrastructure Charge DuPage County	257,652	765,398	681,822	765,000	763,300	781,200
344-301	Water Sales-Cook Cty	2,078,396	3,874,714	3,799,690	3,637,150	3,624,200	3,637,200
344-302	Water Sales-DuPage Cty	2,899,813	3,592,486	3,545,269	3,908,300	3,520,500	3,552,000
345-301	Sewer Sales-Cook Cty	430,655	798,495	654,451	790,740	775,900	790,740
345-302	Sewer Sales-DuPage Cty	1,388,901	1,918,265	1,931,549	2,172,300	1,920,500	2,100,000
346-300	Water Penalties	88,195	213,846	307,501	230,000	305,500	294,000
347-301	Water Tap-On Fees-Cook	-	2,733	-	2,800	9,250	7,500
347-302	Water Tap-On Fees-DuPage	-	-	-	-	-	2,500
348-301	Sewer Tap-On Fees-Cook	-	1,188	-	2,500	10,878	7,000
348-302	Sewer Tap-On Fees-DuPage	-	-	-	2,500	-	2,500
349-301	Water Meters-Cook Cty	487	1,341	4,324	2,850	2,791	2,850
349-302	Water Meters-DuPage Cty	500	1,471	3,611	2,500	2,000	2,000
389-309	Leachate Treatment	178,056	300,765	356,863	435,000	360,000	376,800
Total Charges for Services		8,712,180	13,857,812	13,640,127	14,355,990	13,707,310	14,127,037
351-301	Traffic Fines-Cook	114,976	98,688	90,345	100,000	100,000	100,000
351-302	Traffic Fines-DuPage	28,311	46,488	47,363	45,000	45,000	45,000
351-303	Ordinance Violations	258,769	334,771	391,977	290,000	400,000	402,000
351-305	Police False Alarm Fines	(1,025)	8,450	7,450	7,500	7,500	7,500
351-306	DUI Fines	19,171	24,119	32,184	25,000	25,000	25,000
351-307	Fire False Alarm Fines	2,764	5,000	4,625	1,000	1,250	1,000
351-308	Traffic Court Supervision	14,759	16,384	15,215	15,000	15,000	15,000
351-309	Fines-Red Light Cameras	61,348	143,838	147,863	115,000	115,000	125,000
351-310	Kennel Fees	985	1,265	1,310	1,200	1,000	1,000
351-311	Violent Offender Reg. Fees	-	20	50	-	-	-
Total Fines and Forfeits		500,057	679,022	738,381	599,700	709,750	721,500
361-300	Interest on Investments	60,290	268,882	277,619	434,205	331,639	361,640
389-308	Loan Interest - SSA#6&DuPage M & M	(14)	72	12	11,072	11,072	7,434
362-300	Net Change in Fair Value	432,004	(901,056)	3,501,165	561,000	1,800,700	1,801,000
Total Investment Income		492,279	(632,102)	3,778,796	1,006,277	2,143,411	2,170,074

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Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources (Continued)							
363-300	Printed Materials	2,545	3,945	7,981	3,500	7,000	7,000
364-300	Rental Income	752,834	840,155	418,710	275,000	359,450	305,000
364-301	Common Area Maintenance	30,308	32,622	-	-	-	-
364-302	Late Fee Revenue	698	801	-	-	-	-
365-360	Village Contributions Pension	1,989,927	3,243,581	3,374,416	3,601,476	3,624,771	3,974,245
365-370	Employee Contributions Police	323,746	510,565	520,286	515,000	519,100	521,950
365-371	Misc. Employee Contributions Fire	184,034	293,937	293,344	299,300	297,900	301,000
380-304	Property Damage	1,752	-	-	-	-	-
380-307	Reimbursed Exp. Fire	14,464	14,284	20,009	10,000	7,000	10,000
380-309	Reimbursed Exp. Miscellaneous	21,652	121,111	311,562	35,000	224,000	50,000
380-327	Hazardous Materials	22,569	7,706	3,956	5,000	-	5,000
380-311	Reimbursed Exp.s MFT	1,575	1,575	2,100	2,100	2,100	2,100
380-380	BAB Federal Subsidy	260,211	257,221	253,038	162,658	232,420	162,000
389-301	Central Equipment Fund - General	908,508	935,585	930,784	871,555	871,555	870,460
389-303	Miscellaneous Income	168,758	249,661	134,724	90,000	130,000	95,000
389-307	Corporate Partnership Program	100	515	500	500	2,550	2,500
389-312	Veteran's Memorial	420	120	250	-	440	-
389-313	Other Memorials	1,664	3,515	5,708	-	1,000	-
389-350	Central Equip Funding - W & S	472,028	276,714	378,559	361,584	361,584	432,155
389-352	IT Equip Funding - W & S	-	-	120,000	120,000	120,000	124,164
389-353	IT Equip Funding - General Fund	-	-	180,000	180,000	180,000	217,589
389-354	SCBA Funding - General Fund	-	-	-	-	-	28,012
Total Miscellaneous		5,157,792	6,793,614	6,955,927	6,532,673	6,940,870	7,108,175
391-301	Transfer from General Fund	1,283,275	1,585,094	1,197,396	1,678,155	1,678,155	2,190,805
391-305	Transfer from Road and Bridge	-	-	-	400,000	400,000	-
391-316	Transfer from SSA #6	-	-	-	59,022	59,022	62,664
391-320	Transfer from Foreign Fire	-	20,708	-	-	-	-
391-333	Transfer from TIF #3	-	(4,279,281)	-	-	-	-
391-350	Transfer from Water & Sewer	125,250	314,463	76,000	100,000	100,000	-
Total Interfund Transfers		1,408,525	(2,359,016)	1,273,396	2,237,177	2,237,177	2,253,469
392-301	Gain on Sale of Capital Assets	148,909	14,899	53,625	-	11,235	-
392-304	Capital Contributions	1,135,765	-	-	-	-	-
Total Other		1,284,674	14,899	53,625	-	11,235	-
Total Revenues and Other Financing Sources		42,361,718	54,495,346	62,931,785	60,384,775	62,191,687	63,662,698

VILLAGE OF HANOVER PARK, ILLINOIS
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Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses							
401-403	Refunds	51	69,433	77,819	150,000	146,000	150,000
401-411	Salaries-Regular	9,618,878	14,182,991	14,757,434	15,383,761	15,144,768	15,799,791
401-412	Salaries-Part Time	320,327	677,260	656,804	893,053	807,631	903,374
401-421	Overtime Compensation	846,919	1,288,899	1,519,180	1,138,797	1,358,685	1,187,709
401-422	Court Appearances	121,711	170,307	167,022	175,000	175,000	175,000
401-423	Holiday Pay	144,500	138,109	148,792	197,503	183,306	168,453
401-427	Language Proficiency	17,689	20,645	19,150	22,250	21,300	22,250
401-428	On-Call Premium Pay	20,535	31,476	31,505	34,132	34,128	34,132
401-429	Employee Incentive	8,607	11,459	12,026	26,950	26,950	26,950
401-441	State Retirement	622,457	950,158	1,574,801	964,896	954,620	963,895
401-442	Social Security	676,553	1,057,524	1,073,201	1,158,748	1,129,323	1,188,665
401-443	Police/Fire Pension	3,747,354	6,102,192	6,618,998	7,134,276	7,332,071	7,866,277
401-444	Employee Insurance	1,882,315	2,471,043	2,311,573	3,069,510	3,023,098	3,068,920
401-445	Special Pension	25,319	42,552	51,278	56,473	52,500	40,990
401-446	Unempl Compensation	5,618	33,588	25,821	34,000	35,750	37,300
401-450	OPEB	7,485	11,097	14,152	15,000	15,000	17,000
Total Personnel Services		18,066,318	27,258,734	29,059,558	30,454,349	30,440,130	31,650,706
402-411	Office Supplies	68,595	102,952	84,556	91,827	85,640	93,504
402-413	Membership & Subscriptions	81,243	122,000	141,670	177,563	180,488	187,499
402-414	Books, Publications, Maps	4,733	9,630	7,276	7,447	6,943	22,826
402-421	Gasoline & Lube	293,828	205,607	173,393	225,875	204,500	204,490
402-422	Auto Parts & Accessories	73,956	108,059	85,228	110,000	110,000	100,000
402-423	Communication Parts	7,418	2,567	6,032	10,600	8,100	7,450
402-425	Ammunition	1,919	2,000	1,500	2,000	2,000	2,000
402-426	Bulk Chemicals	11,022	16,288	17,194	19,900	17,189	19,770
402-427	Materials & Supplies	239,693	459,861	538,288	473,096	443,899	460,649
402-428	Cleaning Supplies	18,423	27,814	26,257	29,305	28,012	27,805
402-429	Part & Access-Non Auto	32,131	50,173	51,590	61,300	67,799	57,255
402-431	Uniforms	40,527	82,644	79,223	84,875	88,654	98,375
402-433	Safety & Protective Equip	15,800	21,763	41,016	33,507	37,674	56,149
402-434	Small Tools	26,211	53,993	19,569	27,755	24,573	24,455
402-435	Evidence	3,312	5,000	4,953	5,000	5,000	5,000
402-436	Photo Supplies	931	814	1,311	1,000	1,000	1,000
402-437	Resale Merchandise	1,685	1,406	1,570	5,000	1,200	1,600
402-490	Employee Recognition	16,786	35,166	27,657	35,950	35,950	41,150
402-499	Miscellaneous Expense	12,801	4,175	12,668	18,050	19,500	18,750
Total Commodities		951,013	1,311,912	1,320,949	1,420,050	1,368,121	1,429,727
403-411	Telephone	198,082	262,692	271,901	238,472	246,888	250,998
403-412	Postage	50,924	85,478	92,558	128,715	118,248	125,693
403-413	Light & Power	173,829	259,679	223,526	242,800	240,743	250,640
403-414	Natural Gas	37,398	35,409	27,928	34,300	32,719	34,800
403-415	Street Lighting	33,354	60,279	62,502	65,000	65,000	60,000
403-416	Property Taxes	289,442	-	-	-	-	-
403-417	Tax Incentive Payments	1,335,487	2,675,396	2,427,737	2,025,000	2,015,000	2,120,000
403-421	Liability Insurance Program	472,240	814,057	820,708	963,480	1,030,497	775,177
403-431	M & R- Auto Equipment	37,701	77,009	86,850	75,000	75,000	78,500
403-432	M & R- Office Equipment	1,155	1,582	1,775	2,000	2,023	5,090
403-433	M & R- Comm Equipment	588	-	-	-	-	-
403-434	M & R- Buildings	103,914	124,718	110,540	103,195	107,298	127,638

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Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses (Continued)							
403-435	M & R- Streets & Bridges	563,614	751,278	685,466	860,198	854,398	791,571
403-436	Maintenance Agreements	585,355	799,209	671,882	729,674	702,035	798,746
403-437	M & R- Other Equipment	11,177	27,220	23,470	32,300	30,702	39,800
403-438	M & R-Forestry	27,760	46,165	70,269	60,000	60,000	55,000
403-439	M & R-Accident Claims	14,552	14,412	1,910	5,000	13,000	5,000
403-441	M & R- Sewage Treat Plant	53,530	43,944	47,320	60,000	60,000	60,000
403-442	M & R- Sewer Lines	10,856	9,732	15,762	18,000	28,000	28,000
403-443	M & R- Wells	2,824	1,475	12,793	13,500	13,500	13,500
403-444	M & R- Water Mains	19,720	26,539	40,305	23,500	28,500	28,500
403-445	M & R- Water Tanks	3,190	388,087	5,030	13,000	13,000	229,000
403-446	M & R- Water Meters	-	15,560	5,760	27,000	30,000	10,000
403-451	Equipment Rentals	771,723	1,053,337	1,091,328	1,086,011	1,080,541	1,132,626
403-452	Vehicle Maint & Replace	1,380,536	1,401,762	1,281,705	1,235,350	1,235,350	1,302,615
403-453	Furniture Replacement	-	20,000	-	4,000	1,870	4,830
403-455	Real Property Rental	775	-	-	775	-	-
403-456	IT Equipment Maint & Replace	-	-	300,000	300,000	300,000	341,753
403-457	SCBA Maintenance & Replacement	-	-	-	-	-	28,012
403-461	Consulting Services	372,612	647,686	282,764	476,168	381,492	669,591
403-462	Legal Services	277,633	377,099	577,013	454,450	526,000	571,132
403-463	Auditing Services	34,759	47,205	35,463	41,100	39,620	37,220
403-464	Engineering Services	77,502	207,815	220,005	484,000	448,000	678,501
403-465	Medical Examinations	11,942	22,625	16,143	28,935	28,935	34,864
403-466	Investment Expense	54,381	80,440	84,203	86,000	87,300	89,920
403-467	Legal Publications	7,889	12,182	7,123	9,000	7,000	9,000
403-468	Uniform Rentals	7,913	9,918	4,907	4,900	4,900	5,000
403-469	Testing Services	15,315	29,447	29,849	30,140	33,500	39,455
403-470	Binding & Printing	32,703	51,185	42,696	52,520	47,321	36,820
403-471	Schools, Conf, Meetings	107,874	167,332	175,288	230,455	197,090	213,994
403-472	Transportation	11,060	18,654	31,240	47,554	30,412	28,914
403-473	Elected Officials Initiative	10,088	13,348	11,527	14,000	14,000	14,000
403-474	Tuition Reimbursement	-	-	-	-	-	15,806
403-478	Fire Corp	506	2,955	1,397	2,000	1,200	1,500
403-479	TIF Redevelopment Agreements	45,122	668,653	351,310	616,565	44,000	116,565
403-480	Bad Debt	-	4,162	-	-	-	-
403-482	JAWA-Fixed Cost	675,160	1,146,409	1,226,087	1,269,050	1,279,263	1,330,941
403-483	Shelter Inc	-	1,000	-	-	-	-
403-485	Miscellaneous Programs	27,298	8,500	15,891	25,202	25,343	22,202
403-486	Court Supervision	7,843	-	-	-	-	-
403-487	PACE Bus Service	10,453	-	-	-	-	-
403-488	Pk Dist Youth Programs	825	2,775	-	-	-	-
403-489	IEPA Discharge Fee	18,500	18,500	18,500	19,000	19,000	18,500
403-491	Special Events	21,037	41,409	34,551	51,625	48,880	198,645
403-492	Drug Forfeiture	7,108	22,099	22,312	19,300	19,300	19,300
403-493	Depreciation	1,063,456	1,508,835	1,703,821	896,080	1,715,000	-
403-494	DUI Expen.	1,743	4,713	14,763	35,300	35,300	93,000
403-495	WAYS	2,000	2,000	-	-	-	-
403-496	Collection Service	5,294	567	-	6,200	5,200	5,200
403-497	JAWA-Operating Costs	2,220,921	3,759,947	3,436,232	3,749,345	3,564,185	3,663,395
403-498	Contingency	-	-	-	15,000	1,000	15,000
403-499	Miscellaneous Expenses	44,906	278,588	120,842	104,805	103,388	112,635
Total Contractual Services		11,353,571	18,151,064	16,842,954	17,114,964	17,090,941	16,738,589

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending December 31, 2018

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses (Continued)							
411-400	Interest S.S.A.	-	16,134	14,501	11,072	11,072	7,434
411-403	Principal- G.O. Bonds	485,000	500,000	505,000	520,000	520,000	535,000
411-404	Interest- G.O. Bonds	156,513	146,813	136,813	126,713	126,713	116,313
411-418	Principal - IEPA Loan	216,326	337,186	346,541	232,912	232,912	114,319
411-421	Interest - IEPA Loan	28,623	20,114	15,290	7,873	7,873	3,219
411-429	Principal - 2010A Go Bonds	390,000	445,000	480,000	510,000	510,000	515,000
411-430	Interest - 2010A Go Bonds	801,575	790,660	776,130	758,218	758,218	736,643
Total Debt Service		2,078,036	2,255,907	2,274,274	2,166,788	2,166,788	2,027,928
412-401	Interfund General	145,294	48,119	55,593	59,022	59,022	62,664
412-403	Interfund MFT	-	-	-	400,000	400,000	-
412-404	Interfund Road & Bridge	-	-	-	-	-	325,953
412-417	Transfer to MWRD	19,309	-	-	-	-	-
412-418	Transfer to State Restricted	168,589	-	-	-	-	-
412-419	Transfer to Federal Restricted	1,479	-	-	-	-	-
412-420	Interfund foreign Fire Tax	-	20,708	-	-	-	-
412-431	General Capital Outlay	1,100,530	1,710,094	1,273,396	1,778,155	1,778,155	1,864,852
Total Interfund Transfers		1,435,201	1,778,921	1,328,989	2,237,177	2,237,177	2,253,469
413-411	Land	1,325	318	-	250,000	250,000	100,000
413-421	Buildings	1,252,326	399,028	453,687	475,000	218,000	1,153,000
413-422	Impr Other Than Buildings	1,248,521	568,872	2,234,566	3,290,000	2,588,500	2,603,208
413-431	Office Equipment	411,087	318,617	357,467	848,000	742,260	520,000
413-432	Office Furniture & Fixtures	960	-	-	-	-	-
413-441	Automobiles	642,171	210,658	187,034	160,000	136,000	254,000
413-442	Trucks	824,341	303,136	2,360,529	1,012,000	976,000	715,100
413-443	Other Equipment	341,517	218,848	448,061	877,155	767,155	1,102,752
413-461	Sewage Treatment Plant	-	121,000	-	-	-	-
413-462	Sewer Lines	40,617	215,027	306,031	400,000	400,000	336,805
413-472	Water Mains	536,333	523,415	231,634	550,000	550,000	750,000
Total Capital Outlay		5,299,198	2,878,919	6,579,009	7,862,155	6,627,915	7,534,865
Total Expenditures and Other Financing Uses		39,183,337	53,635,456	57,405,734	61,255,483	59,931,072	61,635,284

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unassigned Net Assets (Estimated)
Fiscal Year Ending December 31, 2018

	General Fund FY 2018	Special Revenue Funds											
		Motor Fuel Tax Fund FY 2018	Road and Bridge FY 2018	MWRD FY 2018	State Restricted FY 2018	Federal Restricted FY 2018	Foreign Fire Insurance Fund FY 2018	SSA #3 FY 2018	SSA #4 FY 2018	SSA #5 FY 2018	TIF #3 FY 2018	TIF #4 FY 2018	TIF #5 FY 2018
Total Revenues	\$ 34,304,935	\$ 1,045,709	\$ 576,653	\$ 187,700	\$ 57,945	\$ 20	\$ 39,050	\$ 16,292	\$ 19,246	\$ 161,750	\$ 2,060,000	\$ 20,000	\$ 14,500
Total Expenditures	\$ 34,630,888	\$ 1,114,386	\$ 877,503	\$ 452,948	\$ 111,800	\$ 500	\$ 65,000	\$ 19,200	\$ 29,612	\$ 161,700	\$ 1,149,890	\$ 100,000	\$ 100,000
Surplus(Deficit) Revenue Over Expenditures	\$ (325,953)	\$ (68,677)	\$ (300,850)	\$ (265,248)	\$ (53,855)	\$ (480)	\$ (25,950)	\$ (2,908)	\$ (10,366)	\$ 50	\$ 910,110	\$ (80,000)	\$ (85,500)
Beginning Fund Balance Unassigned Net Assets (Estimated) - January 1, 2018	20,470,246	136,677	300,850	277,748	300,559	9,940	67,522	36,837	48,301	93,070	5,901,721	(25,212)	(175,597)
Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2018	\$ 20,144,293	\$ 68,000	\$ -	\$ 12,500	\$ 246,704	\$ 9,460	\$ 41,572	\$ 33,929	\$ 37,935	\$ 93,120	\$ 6,811,831	\$ (105,212)	\$ (261,097)
Percentage of FY 2018 Expenditures	<u>58.17%</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, 2018

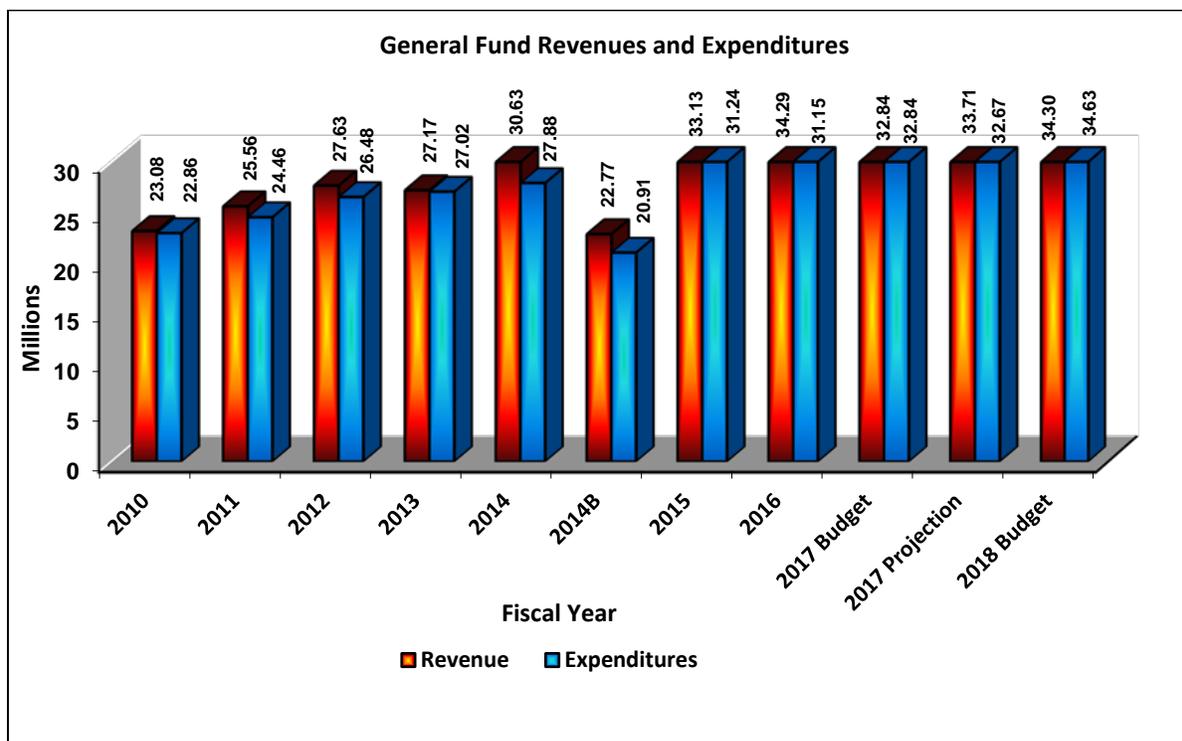
	Debt Service Funds			Capital Project Funds		Enterprise Funds		Internal Service Funds		Pension Trust Funds	
	2011 GO Bond Fund FY 2018	2010 GO Bond Fund FY 2018	2010A GO Bond Fund FY 2018	SSA #6 FY 2018	General Capital Project Fund FY 2018	Water & Sewer Fund FY 2018	Municipal Commuter Lot FY 2018	Central Equipment FY 2018	I.T. Equipment Fund FY 2018	Police Pension Fund FY 2018	Fire Pension Fund FY 2018
Total Revenues	\$ 651,413	\$ 775,705	\$ 476,088	\$ 75,120	\$ 1,995,764	\$ 12,426,540	\$ 450,772	\$ 1,178,048	\$ 342,253	\$ 4,194,026	\$ 2,593,169
Total Expenditures	\$ 652,813	\$ 777,105	\$ 477,538	\$ 75,100	\$ 2,082,752	\$ 12,357,750	\$ 501,215	\$ 1,247,100	\$ 410,000	\$ 2,798,182	\$ 1,442,302
Surplus(Deficit) Revenue Over Expenditures	\$ (1,400)	\$ (1,400)	\$ (1,450)	\$ 20	\$ (86,988)	\$ 68,790	\$ (50,443)	\$ (69,052)	\$ (67,747)	\$ 1,395,844	\$ 1,150,867
Beginning Fund Balance Unassigned Net Assets (Estimated) - January 1, 2018	117,925	160,626	(17,570)	(121,932)	1,195,413	7,745,610	87,159	3,170,904	358,995	31,159,479	18,225,144
Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2018	\$ 116,525	\$ 159,226	\$ (19,020)	\$ (59,248)	\$ 1,108,425	\$ 7,814,400	\$ 36,716	\$ 3,101,852	\$ 291,248	\$ 32,555,323	\$ 19,376,011
Percentage of FY 2018 Expenditures											

Fund Balance applies to Debt Services & Capital Funds. Unassigned Net Assets 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:

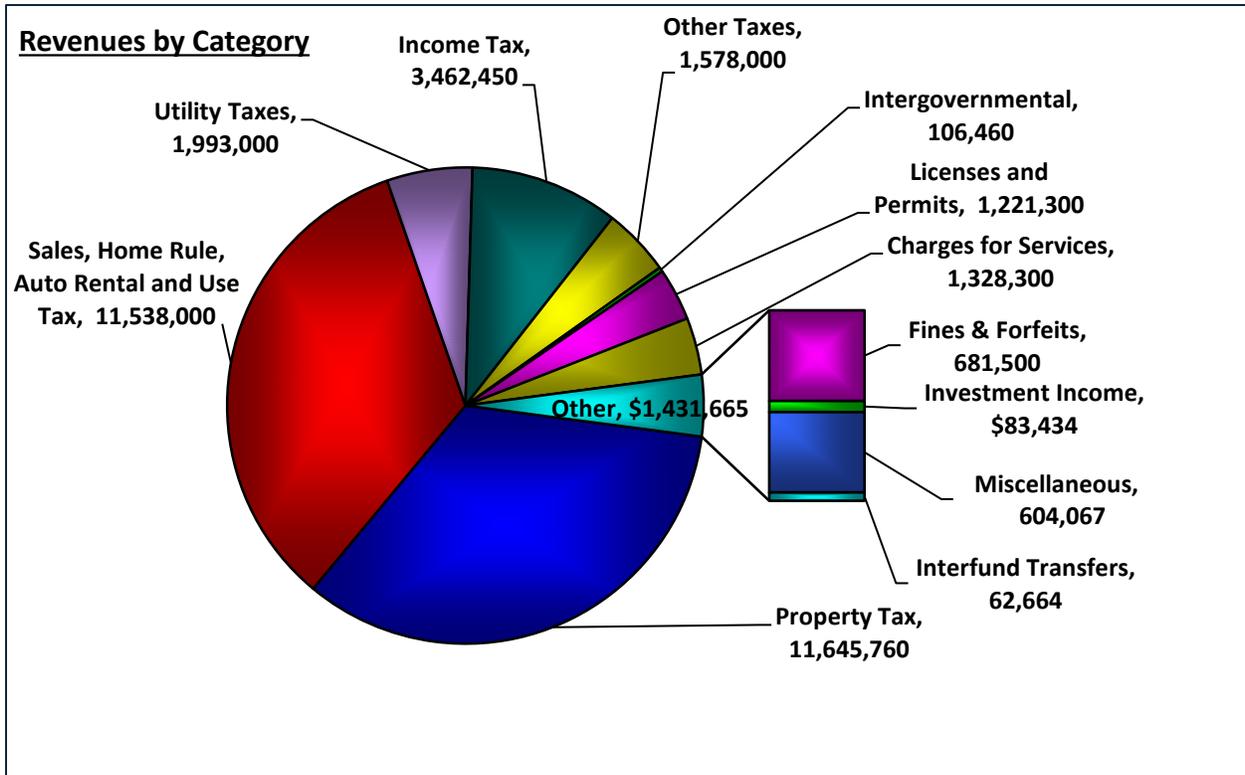
- Village Board, Village Clerk, Committees and Commissions
- Administrative Services
- Finance Department
- Public Works Department
- Fire Department
- Police Department
- Community Development Department



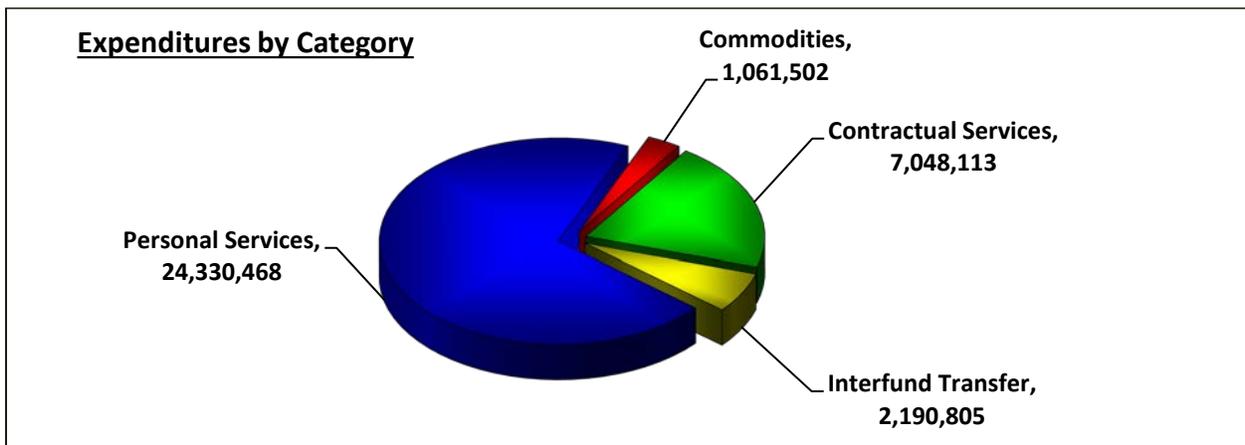
2010 – 2016: Actual Revenues and Expenditures

Total General Fund expenditures for FY2018 exceeds revenues for FY2018 by \$325,953, are planned uses of fund balances for one-time expenditure transfer to Road & Bridge. The ending fund balance for the General Fund remain within the approved Village fund balance policy.

GENERAL FUND Fiscal Year 2018 Budget



Property tax revenue accounts for 33.95% and is the largest revenue source in the General Fund. The property tax levy increase by 0.10% for Fiscal Year 2018. Overall budgeted revenues increased 4.45% over the FY2017 Adopted Budget.



Personal Services account for 70% of the General Fund budget. Fiscal Year 2018 General Fund budgeted expenditures have increased by 5.46% over the Fiscal Year 2017.

VILLAGE OF HANOVER PARK, ILLINOIS
Revenue Summary by Account
Fiscal Year Ending Decemer 31, 2018

Fund 001 - General Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 8,672,223	\$ 11,527,518	\$ 11,842,674	\$ 11,634,443	\$ 11,700,000	\$ 11,645,760
312-301 Telecommunications Tax	486,368	754,969	690,765	695,000	613,400	600,000
312-302 Natural Gas Tax	88,079	215,496	192,588	235,000	194,000	393,000
312-303 Electric Tax	645,153	1,017,092	1,012,647	996,000	1,000,000	1,000,000
313-301 Sales Tax	3,723,114	5,641,105	5,911,386	5,620,000	6,200,000	6,400,000
313-302 Use Tax	545,220	844,592	922,304	875,000	923,000	925,000
313-303 Home Rule Sales Tax	2,524,471	3,689,384	3,851,280	3,650,000	4,000,000	4,200,000
313-304 Real Estate Transfer Tax	333,249	368,563	711,026	380,114	381,000	383,000
313-305 Hotel / Motel Tax	35,800	45,939	44,881	45,000	44,500	45,000
314-301 Prepared Food Tax	732,613	1,134,073	1,160,415	1,100,000	1,100,000	1,150,000
314-307 Auto Rental Tax	12,486	15,456	13,908	14,000	12,500	13,000
Total Taxes	17,798,776	25,254,187	26,353,874	25,244,557	26,168,400	26,754,760
331-301 Personal Property Replacement	51,600	86,945	86,782	88,000	86,000	86,000
331-302 State Income Tax	2,335,241	4,040,449	3,696,445	3,870,000	3,440,000	3,462,450
332-301 State Grants	-	6,075	-	-	-	-
380-303 ILEOT Boards	-	-	-	8,000	1,200	4,500
380-317 DuPage City Mowing Reimb.	10,360	10,360	10,360	10,360	10,360	10,360
380-328 OJP Bullet Proof Vest Grant	-	610	-	3,000	3,000	2,700
380-326 ILEAS Reimbursement	19,245	919	928	900	900	900
380-306 Police Programs	12,727	18,442	1,700	4,000	2,000	2,000
Total Intergovernmental Revenues	2,429,173	4,163,800	3,796,215	3,984,260	3,543,460	3,568,910
321-301 Business Licenses	3,507	93,597	69,504	75,000	79,375	79,000
321-302 Liquor Licenses	51,755	55,112	5,637	50,000	53,000	53,000
321-303 Contractor's Licenses	22,697	45,165	48,200	50,000	39,160	40,000
321-304 Vendor / Solicitor Licenses	2,300	1,175	-	1,000	825	500
321-306 Animal Licenses	540	955	690	550	500	500
321-307 Penalties on Licenses	2,625	50	100	2,000	100	2,000
321-308 Multi - Family Licenses	51,325	35,700	80,813	91,350	90,900	90,900
321-309 Single Family Rental Licenses	52,600	101,275	98,750	78,000	128,200	112,400
322-301 Building Permits - Cook	92,195	334,822	281,032	250,000	327,840	300,000
322-302 Building Permits - DuPage	96,622	-	-	-	-	-
322-303 Sign Permits	2,102	695	663	1,000	700	1,000
323-306 Land Use Development	-	3,975	5,025	-	4,425	-
323-307 Cable Franchise Fee	271,396	415,335	421,570	420,000	411,000	415,000
323-301 Solid Waste Franchise Fee	66,615	122,121	141,423	125,400	124,060	127,000
Total Licenses and Permits	716,279	1,209,977	1,153,407	1,144,300	1,260,085	1,221,300
323-312 Ambulance Fee	404,052	689,022	806,265	680,000	670,000	764,000
323-305 Plan Review - Insp Svc. Fee	43,281	18,758	11,794	40,000	42,520	40,000
323-302 Building Reinspection Fee	1,800	1,658	1,362	1,800	2,000	1,800
323-314 Vehicle Impoundment Fee	335,500	488,500	456,500	500,000	500,000	500,000
323-313 CPR Fee	1,795	2,375	2,399	2,500	1,820	1,800
323-316 ADT Administrative Fee	4,604	6,183	6,013	4,000	6,046	6,000

VILLAGE OF HANOVER PARK, ILLINOIS
Revenue Summary by Account
Fiscal Year Ending Decemer 31, 2018

Fund 001 - General Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources (Continued)						
323-317 Public Safety Application Fee	3,220	3,620	4,760	2,000	1,060	2,000
323-318 Child Safety Seat Install Fee	210	210	105	100	105	100
323-303 Inspection Fee - Misc. / TCO	600	500	100	350	100	100
323-320 Highlighter Advertising Fee	650	1,150	950	-	-	-
323-319 Elevator Inspection Fee	(250)	(429)	(100)	-	-	-
323-321 Fire Training Course Fee	1,520	5,605	2,560	-	5,840	5,000
323-322 Overweight Vehicle Fee	-	-	-	-	6,500	7,500
Total Charges for Services	796,982	1,217,152	1,292,708	1,230,750	1,235,991	1,328,300
351-301 Traffic Fines - Cook	114,976	98,688	90,345	100,000	100,000	100,000
351-302 Traffic Fines - DuPage	28,311	46,488	47,363	45,000	45,000	45,000
351-303 Ordinance Violations	258,769	334,771	391,977	290,000	400,000	402,000
351-305 Police False Alarm Fines	(1,025)	8,450	7,450	7,500	7,500	7,500
351-307 Fire False Alarm Fines	2,764	5,000	4,625	1,000	1,250	1,000
351-309 Red Light Camera	61,348	143,838	147,863	115,000	115,000	125,000
351-310 Kennel Fees	985	1,265	1,310	1,200	1,000	1,000
Total Fines and Forfeits	466,128	638,500	690,932	559,700	669,750	681,500
361-300 Interest On Investments	51,509	53,907	68,289	55,000	75,000	75,000
362-300 Net Change In Fair Value	245	229	570	1,000	700	1,000
389-308 Loan Interest - SSA#6&DuPage M & N	(14)	72	12	11,072	11,072	7,434
Total Investment Income	51,740	54,208	68,870	67,072	86,772	83,434
363-300 Printed Materials	2,545	3,945	7,981	3,500	7,000	7,000
364-300 Rental Income	237,041	230,036	418,710	275,000	359,450	305,000
380-307 Expenditures Fire	14,464	14,284	20,009	10,000	7,000	10,000
380-309 Expenditures Miscellaneous	21,652	34,765	216,119	35,000	65,000	50,000
380-327 Hazardous Materials	22,569	7,706	3,956	5,000	-	5,000
389-303 Miscellaneous Income	130,496	108,119	118,973	75,000	95,000	75,000
389-307 Corporate Partnership Program	100	515	500	500	2,550	2,500
389-350 Central Equip Funding - W & S	-	189,463	149,567	149,567	149,567	149,567
392-301 Sale of Capital Assets	82,883	-	-	-	-	-
Total Miscellaneous	511,750	588,833	935,815	553,567	685,567	604,067
391-316 SSA #6	-	-	-	59,022	59,022	62,664
Total Interfund Transfers	-	-	-	59,022	59,022	62,664
Total Revenues and Other Financing Sources	\$ 22,770,827	\$ 33,126,657	\$ 34,291,822	\$ 32,843,228	\$ 33,709,047	\$ 34,304,935

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses							
401-411	Salaries - Regular	\$ 8,273,249	\$ 12,273,357	\$ 12,693,660	\$ 13,248,277	\$ 13,004,155	\$ 13,669,729
401-412	Salaries - Part - Time	305,916	652,407	637,930	843,453	782,431	852,254
401-421	Overtime Compensation	748,151	1,138,767	1,344,747	1,000,286	1,235,900	1,062,423
401-422	Court Appearances	121,711	170,307	167,022	175,000	175,000	175,000
401-423	Holiday Pay	144,500	138,109	148,792	197,503	183,306	168,453
401-427	Language Proficiency	17,689	20,645	19,150	22,250	21,300	22,250
401-428	On Call Premium Pay	4,132	9,568	8,670	10,030	10,030	10,030
401-429	Employee Incentive	8,607	11,459	12,026	26,950	26,950	26,950
401-441	State Retirement	405,528	582,317	658,493	657,378	647,057	666,183
401-442	Social Security	560,041	902,098	900,935	975,799	948,765	1,005,253
401-443	Police / Fire Pension	1,989,927	3,243,581	3,374,416	3,601,476	3,624,771	3,974,245
401-444	Employee Insurance	1,600,548	2,124,172	1,963,510	2,582,501	2,579,079	2,621,308
401-445	Special Pension	25,319	42,552	52,774	43,366	52,500	40,990
401-446	Unemployment Compensation	4,775	31,801	24,530	32,000	33,950	35,400
Total Personnel Services		14,210,094	21,341,141	22,006,657	23,416,269	23,325,194	24,330,468
402-411	Office Supplies	66,034	98,054	82,624	87,405	82,595	90,090
402-413	Memberships / Subscriptions	74,913	93,073	111,353	137,393	140,958	146,809
402-414	Books / Publications / Maps	4,305	9,630	7,149	7,447	6,943	22,826
402-421	Gasoline & Lube	293,374	204,872	173,035	225,375	204,000	203,990
402-422	Automotive Parts	73,956	108,059	85,228	110,000	110,000	100,000
402-423	Communications Parts	7,418	2,567	6,032	10,600	8,100	7,450
402-425	Ammunition	1,919	2,000	1,500	2,000	2,000	2,000
402-426	Bulk Chemicals	3,252	3,359	2,703	4,900	4,189	4,400
402-427	Materials & Supplies	125,389	219,262	236,144	226,829	225,250	231,407
402-428	Cleaning Supplies	17,158	26,816	25,811	27,305	26,912	26,805
402-429	Parts & Accessories - Non - Auto	21,304	42,282	35,731	52,000	58,499	47,955
402-431	Uniforms	39,136	78,813	76,748	81,175	84,954	92,675
402-433	Safety & Protective Equipment	12,081	14,527	22,784	14,792	19,692	17,200
402-434	Small Tools	24,555	19,608	17,178	21,795	18,276	16,995
402-435	Evidence	3,312	5,000	4,953	5,000	5,000	5,000
402-436	Photo Supplies	931	814	1,311	1,000	1,000	1,000
402-490	Employee Recognition	16,786	35,166	30,066	35,950	35,950	41,150
402-499	Miscellaneous Expense	1,184	2,178	2,985	2,800	4,500	3,750
Total Commodities		787,008	966,078	923,335	1,053,766	1,038,818	1,061,502
403-411	Telephone	129,042	194,647	199,095	180,372	187,288	188,436
403-412	Postage	26,182	45,473	50,179	48,475	54,348	56,775
403-413	Light & Power	1,186	1,658	1,616	1,800	1,765	1,800
403-414	Natural Gas	32,327	25,529	18,493	21,600	21,212	21,600
403-417	Tax Incentive Payments	1,335,487	2,675,396	2,427,737	2,025,000	2,015,000	2,120,000
403-421	Liability Insurance Program	351,510	554,530	531,414	493,400	526,039	355,627
403-431	M & R - Auto Equipment	37,701	77,009	86,850	75,000	75,000	78,500
403-432	M & R - Office Equipment	1,155	1,582	1,775	2,000	2,023	5,090
403-433	M & R - Communication Equipment	588	-	-	-	-	-
403-434	M & R - Buildings	27,338	72,340	59,342	70,700	70,598	73,643
403-435	M & R - Streets & Bridges	183,326	350,187	250,599	328,571	326,771	312,571
403-436	Maintenance Agreements	411,071	562,039	516,078	548,788	532,897	598,335
403-437	M & R - Other Equipment	9,799	22,754	16,840	19,000	21,000	20,000
403-438	Maintenance - Forestry	27,760	46,165	70,269	60,000	60,000	55,000
403-439	M & R - Accident Claims	14,552	14,412	1,910	5,000	13,000	5,000
403-451	Equipment Rentals	546,115	742,151	733,908	766,801	751,488	788,774

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses (Continued)							
403-452	Vehicle Maintenance & Replacemen	908,508	935,585	903,146	873,765	873,765	870,460
403-453	Furniture Replacement	-	20,000	20,000	4,000	1,870	4,830
403-456	IT Equipment Maint. & Replacemnt	-	-	180,000	180,000	180,000	217,589
403-457	SCBA Maintenance & Replacement	-	-	-	-	-	28,012
403-461	Consulting Services	184,355	310,258	181,054	180,398	170,774	316,439
403-462	Legal Services	255,637	298,856	371,780	301,450	304,600	310,130
403-463	Auditing Services	22,798	32,063	23,230	28,465	27,000	24,200
403-464	Engineering Services	-	1,576	-	-	-	-
403-465	Medical Examinations	11,942	22,625	16,143	27,435	27,435	33,364
403-467	Legal Publications	7,889	12,182	7,123	9,000	7,000	9,000
403-468	Uniform Rentals	2,961	4,568	4,907	4,900	4,900	5,000
403-469	Testing Services	-	3,034	3,407	2,500	2,500	2,500
403-470	Binding & Printing	15,605	23,395	25,306	29,150	24,571	13,450
403-471	Schools / Conferences / Meetings	103,310	165,992	170,396	216,325	188,615	196,646
403-472	Transportation	11,004	18,299	30,339	46,954	29,837	27,814
403-473	Elected Officials Initiative	10,088	13,348	11,527	14,000	14,000	14,000
403-474	Tuition Reimbursement	-	-	-	-	-	15,806
403-478	Fire Corp	506	2,955	1,397	2,000	1,200	1,500
403-483	Shelter Inc.	-	1,000	-	-	-	-
403-485	Miscellaneous Programs	27,298	8,500	15,891	25,202	25,343	21,702
403-487	PACE Bus Service	10,453	-	-	-	-	-
403-488	Park District - Youth Programs	825	2,775	-	-	-	-
403-489	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000	1,000
403-491	Special Events	21,037	41,409	34,551	51,625	48,880	199,145
403-492	Drug Forfeiture Expense	650	-	-	-	-	-
403-495	W.A.Y.S.	2,000	2,000	-	-	-	-
403-496	Collection Fee Service	4,826	-	-	5,200	5,200	5,200
403-498	Contingency	-	-	-	15,000	1,000	15,000
403-499	Miscellaneous Expense	12,818	22,542	56,728	23,315	31,117	34,175
Total Contractual Services		4,750,648	7,329,832	7,024,026	6,688,191	6,629,036	7,048,113
412-404	Road & Bridge	-	-	-	-	-	325,953
412-417	MWRD	19,309	-	-	-	-	-
412-418	State Restricted	168,589	-	-	-	-	-
412-419	Federal Restricted	1,479	-	-	-	-	-
412-420	Foreign Fire	-	20,708	-	-	-	-
412-431	General Capital Outlay	975,280	1,585,094	1,197,396	1,678,155	1,678,155	1,864,852
Total Interfund Transfers		1,164,657	1,605,802	1,197,396	1,678,155	1,678,155	2,190,805
Total Expenditures and Other Financing Uses		\$ 20,912,406	\$ 31,242,853	\$ 31,151,413	\$ 32,836,381	\$ 32,671,203	\$ 34,630,888

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Cost Center	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
1100	President and Board of Trustees	\$ 81,258	\$ 102,108	\$ 119,560	\$ 130,344	\$ 127,033	\$ 130,579
1200	Village Clerk	60,779	94,203	91,049	99,788	98,139	117,121
1250	Village Collector	56,663	83,272	85,706	84,933	92,680	99,839
1350	Environmental & Utility Committee	1,510	2,841	240	2,300	900	2,825
1400	Special Events Committee	-	-	-	-	-	152,200
1450	Historical Commission	-	-	-	-	-	3,000
1600	CI & D Committee	500	3,547	3,163	4,000	4,000	3,750
1650	Sister Cities Committee	993	5,969	6,963	6,895	6,995	7,105
1700	Citizens Corp Council	-	-	222	2,300	2,300	2,300
1750	Veterans Committee	896	511	702	1,950	1,750	1,750
1800	Development Commission	300	47	75	1,400	1,230	1,280
1950	Hanover Park CONECT Committee	966	4,299	3,850	5,650	5,230	7,330
Total Village Board, Clerk, Committees and Commissions		203,865	296,796	311,531	339,560	340,257	529,079
4100	Village Manager	218,913	343,514	426,471	573,722	553,813	625,631
4400	Human Resources Department	263,285	399,917	376,024	448,019	438,028	499,641
4600	Special Events	10,782	11,909	12,025	13,925	11,825	-
4700	Information Technology	644,486	874,870	1,014,787	1,044,391	1,025,532	1,201,362
Total Administrative Services		1,137,467	1,630,210	1,829,306	2,080,057	2,029,198	2,326,634
3100	Administration	153,328	191,598	167,841	183,789	172,557	183,562
3200	Collections	110,264	127,004	163,400	168,899	174,623	176,027
3300	General Accounting	156,426	167,629	229,061	203,793	207,924	212,012
3500	General Administrative Services	739,008	930,994	1,023,759	1,235,400	999,459	1,422,830
Total Finance Department		1,159,026	1,417,225	1,584,061	1,791,881	1,554,563	1,994,431
6100	Administration	115,738	185,298	165,716	159,109	160,064	162,729
6200	Streets	864,644	1,452,479	1,448,762	1,472,969	1,482,324	1,512,839
6300	Forestry	341,337	536,141	495,234	570,383	558,983	547,824
6400	Public Buildings	374,527	583,741	590,997	615,310	611,010	609,981
6500	Fleet Services	772,979	919,530	851,498	942,281	935,306	914,723
6600	Engineering	161,405	285,203	322,222	380,660	380,760	366,278
6700	MWRD Fields	14,000	-	-	-	-	-
Total Public Works Department		2,644,629	3,962,391	3,874,429	4,140,712	4,128,447	4,114,374
7100	Fire Administration	377,290	578,778	649,294	597,663	596,751	634,666
7200	Fire Suppression	3,663,014	5,449,671	5,760,256	5,947,358	6,114,963	6,242,156
7300	Inspectional Services	413,096	534,620	604,787	696,211	662,934	701,361
7400	Non-Emergency 911	28,190	189,559	43,104	45,111	44,611	46,929
Total Fire Department		4,481,590	6,752,628	7,057,442	7,286,343	7,419,259	7,625,112
8100	Police Administration	634,925	901,628	902,867	845,989	845,502	860,196
8200	Patrol	5,203,899	7,764,224	7,535,283	7,880,637	7,882,300	8,107,026
8300	Investigations	1,219,830	1,749,876	1,808,016	1,960,178	1,987,407	1,963,374
8400	Community Services	61,348	99,175	95,963	99,733	96,993	96,166
8500	Staff Services	1,065,311	1,551,776	1,683,874	1,722,849	1,724,249	1,775,959
8600	Emergency Services	6,032	9,196	11,846	13,394	10,358	10,346
8700	Code Enforcement	354,762	493,951	456,115	563,853	554,293	534,029
Total Police Department		8,546,107	12,569,827	12,493,963	13,086,633	13,101,102	13,347,096
9200	Economic Development	1,575,065	3,007,973	2,803,285	2,433,040	2,420,222	2,503,357
Total Community Development		1,575,065	3,007,973	2,803,285	2,433,040	2,420,222	2,503,357
9900	Interfund Transfers	1,164,657	1,605,802	1,197,396	1,678,155	1,678,155	2,190,805
Total General Fund		\$ 20,912,406	\$ 31,242,853	\$ 31,151,413	\$ 32,836,381	\$ 32,671,203	\$ 34,630,888

INTER-FUND TRANSFERS

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, 2018

Fund 010 - General Fund

Department 9900 - Interfund Transfers

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
412-404	Road & Bridge	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 325,953
412-417	MWRD	19,309	-	-	-	-	-
412-418	State Restricted	168,589	-	-	-	-	-
412-419	Federal Restricted	1,479	-	-	-	-	-
412-420	Foreign Fire	-	20,708	-	-	-	-
412-431	General Capital Outlay	975,280	1,285,094	1,197,396	1,678,155	1,678,155	1,864,852
412-431	Gen. Cap. Outlay I.T. Replacement	-	300,000	-	-	-	-
Total Interfund Transfer		<u>1,164,657</u>	<u>1,605,802</u>	<u>1,197,396</u>	<u>1,678,155</u>	<u>1,678,155</u>	<u>2,190,805</u>
Total Interfund Transfer		<u>\$ 1,164,657</u>	<u>\$ 1,605,802</u>	<u>\$ 1,197,396</u>	<u>\$ 1,678,155</u>	<u>\$ 1,678,155</u>	<u>\$ 2,190,805</u>

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VILLAGE BOARD

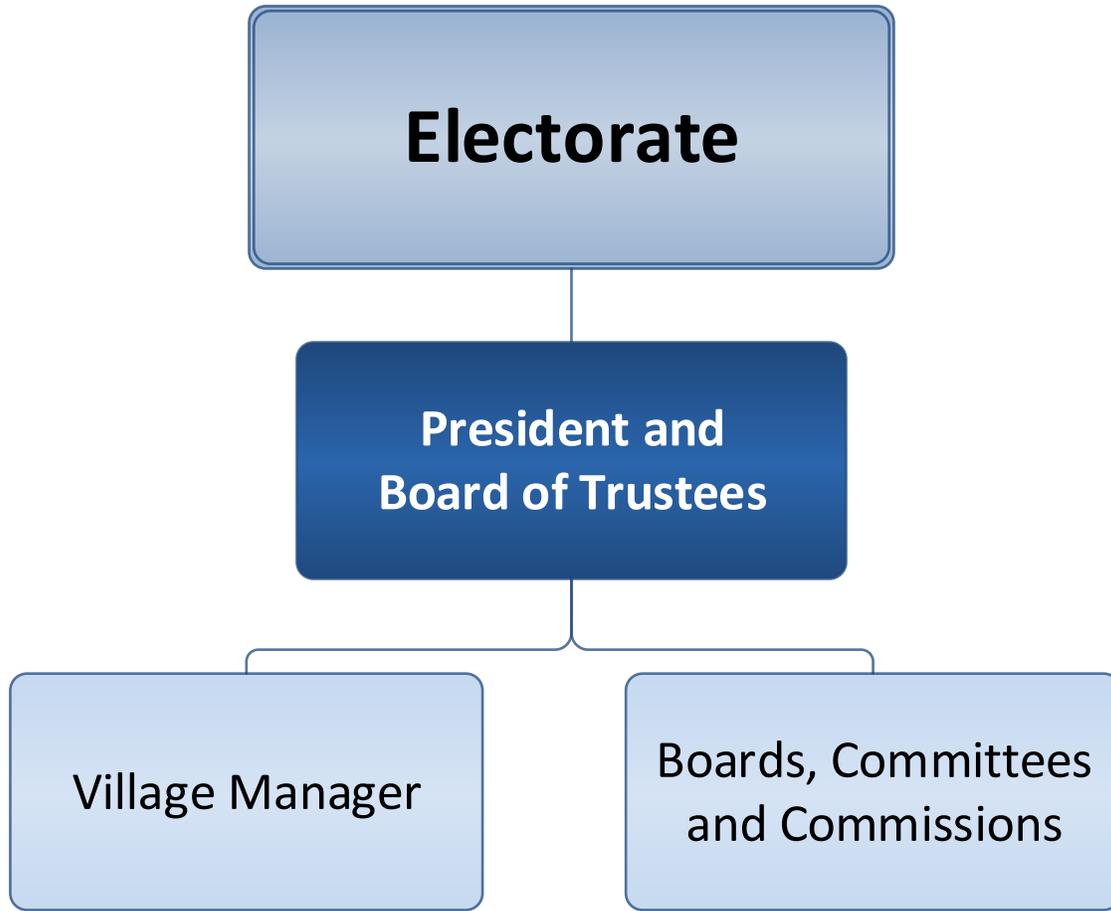
VILLAGE CLERK

COMMITTEES AND COMMISSIONS

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

1100 – Village Board





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.

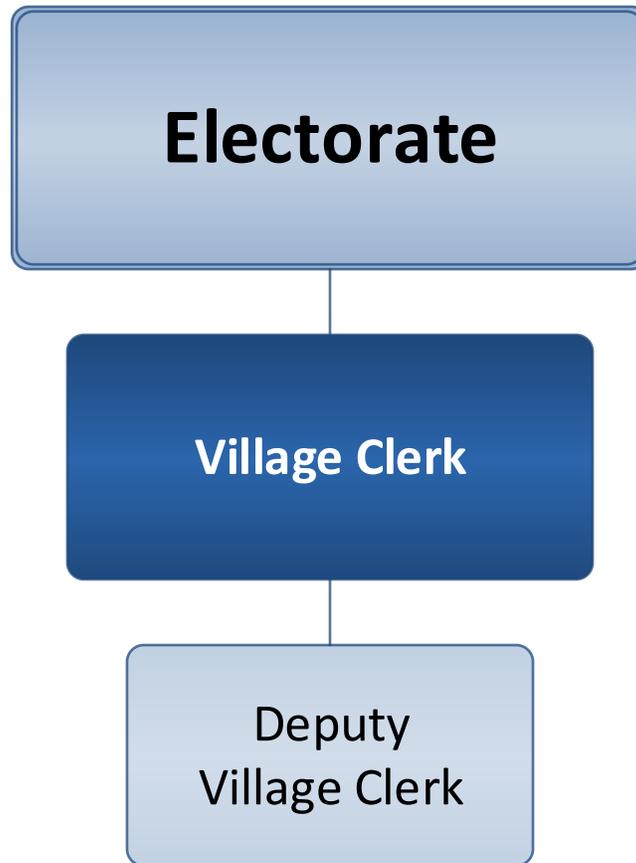
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1100 - President & Board of Trustees

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-412	Salaries-Part Time	\$ 19,821	\$ 31,253	\$ 36,395	\$ 36,000	\$ 34,517	\$ 36,000
401-441	State Retirement	380	-	-	-	-	-
401-442	Social Security	1,386	2,521	2,784	2,754	2,641	2,754
Total Personnel Services		<u>21,587</u>	<u>33,774</u>	<u>39,180</u>	<u>38,754</u>	<u>37,158</u>	<u>38,754</u>
402-411	Office Supplies	144	874	478	550	475	1,375
402-413	Memberships/ Subscriptions	42,113	40,698	54,400	59,400	59,400	57,660
402-427	Materials & Supplies	60	485	-	-	-	-
402-499	Miscellaneous Expense	655	636	1,267	1,350	1,800	1,800
Total Commodities		<u>42,972</u>	<u>42,693</u>	<u>56,144</u>	<u>61,300</u>	<u>61,675</u>	<u>60,835</u>
403-412	Postage	42	166	167	100	300	100
403-471	Schools/Conf/Meetings	3,871	6,740	8,244	9,840	9,000	10,840
403-472	Transportation	2,788	2,726	3,598	5,350	4,150	5,350
403-473	Elected Officials Initiative	10,088	13,348	11,527	14,000	14,000	14,000
403-491	Special Events	(90)	2,661	701	1,000	750	700
Total Contractual Services		<u>16,698</u>	<u>25,641</u>	<u>24,237</u>	<u>30,290</u>	<u>28,200</u>	<u>30,990</u>
Total President & Board of Trustees		<u>\$ 81,258</u>	<u>\$ 102,108</u>	<u>\$ 119,560</u>	<u>\$ 130,344</u>	<u>\$ 127,033</u>	<u>\$ 130,579</u>

1200 – Village Clerk



PURPOSE STATEMENT

The Village Clerk's Office is to create and maintain accurate records and files of Village documents; index records and maintain a comprehensive Records Management Program; 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 is to coordinate 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, etcetera, 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 and prepares the weekly calendar of meetings. The Village Clerk's Office is to develop and coordinate annual seasonal events that engage residents, community partners and visitors from the region. Annual special events coordinated include: May and September - Maxwell Street (Market @ the Metra) event, December - Village Holiday Tree Lighting, April - Arbor Day celebration, May/June - Touch A Truck, and August- Car Show. In addition, the Clerk's office coordinates the Community Appearance Awards and Deck the Homes Contests, and the STAARS (STudent Artist and AuthoRS) Program.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Rebranded, designed, and marketing of Touch A Truck and Maxwell Street "Market @ the Metra". (First Quarter) *Completed*.
- ✓ Began planning for 60th Anniversary event(s) for 2018. *Ongoing*.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Highlighted Hanover Park's Business Community through the Northwest Hispanic Chamber of Commerce. *Ongoing*
- ✓ Hosted a "Touch a Truck" event and collaborate with Public Works to develop the event program. (Second Quarter). *Completed*
- ✓ Coordinated the Village's semi-annual Maxwell Street "Market @ the Metra" event and continue marketing plan for the event. (Second and Third Quarters). *Completed*.
- ✓ Coordinated Village participation in local parades, including the St. Ansgar Church Parade. (Second and Third Quarters). *Ongoing*.

- ✓ Host the Car Show Event. (Third Quarter). *Completed.*
- ✓ Host the Tree Lighting Ceremony. (Fourth Quarter). *Pending.*
- ✓ Host an Arbor Day celebration at a Hanover Park School. (Second Quarter). *Completed.*
- ✓ Coordinate the STAARS Program. (First through Fourth Quarters). *Ongoing*

Strategic Plan Goal #5: Effective Governance

- ✓ Management of the 2017 municipal elections process under state statute as the local Election Official. *Completed*
- ✓ Review the liquor hearing process for the Liquor Commission. *Pending*

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Maximize the budget for scheduled special events to provide a highlighted experience that emphasizes the 60th Anniversary.
2. Evaluate opportunities for additional revenue generating services.

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Highlight Hanover Park's Business Community through the Northwest Hispanic Chamber of Commerce.

Strategic Plan Goal #4: Community Image & Identity

1. Educate residents on the Village's Solicitors policies.
2. Host a "Touch a Truck" event and collaborate with Public Works. (Second Quarter)
3. Coordinate the semi-annual "Market @ the Metra" event. (Second and Third Quarters)
4. Coordinate Village participation in local parades, including the St. Ansgar Church Parade. (Second and Third Quarters)
5. Host the Car Show Event. (Third Quarter)
6. Coordinate the Tree Lighting Ceremony. (Fourth Quarter)
7. Coordinate an Arbor Day celebration at a Hanover Park School. (Second Quarter)
8. Coordinate the STAARS Program. (First through Fourth Quarters)

Strategic Plan Goal #5: Effective Governance

1. Review efficiencies in providing permit/license services through our website.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1200 - Village Clerk

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries-Regular	\$ 30,930	\$ 48,933	\$ 49,764	\$ 53,122	\$ 53,122	\$ 53,902
401-421	Overtime Compensation	1,290	3,642	3,758	1,600	2,800	2,500
401-441	State Retirement	3,978	7,127	7,675	8,063	3,634	7,165
401-442	Social Security	1,955	4,134	4,195	4,600	4,400	4,223
401-444	Employee Insurance	3,894	12,901	8,005	9,678	9,678	9,901
Total Personnel Services		<u>42,047</u>	<u>76,737</u>	<u>73,397</u>	<u>77,063</u>	<u>73,634</u>	<u>77,691</u>
402-411	Office Supplies	619	2,317	1,278	1,975	1,975	2,575
402-413	Memberships/Subscriptions	345	970	510	885	1,135	1,135
402-431	Uniforms	-	103	-	400	400	400
Total Commodities		<u>964</u>	<u>3,389</u>	<u>1,788</u>	<u>3,260</u>	<u>3,510</u>	<u>4,110</u>
403-412	Postage	712	1,848	1,182	1,500	1,500	1,900
403-436	Maintenance Agreements	1,337	1,074	2,074	1,750	3,280	3,280
403-461	Consulting Services	3,614	(218)	-	-	-	-
403-462	Legal Services	87	232	142	500	500	500
403-467	Legal Publications	3,426	4,873	3,756	4,000	4,000	4,000
403-470	Binding & Printing	5,977	4,556	6,342	6,000	6,000	6,000
403-471	Schools/Conf/Meetings	2,175	1,684	1,763	4,350	4,350	4,350
403-472	Transportation	440	27	605	1,365	1,365	1,365
403-491	Special Events	-	-	-	-	-	13,925
Total Contractual Services		<u>17,768</u>	<u>14,076</u>	<u>15,864</u>	<u>19,465</u>	<u>20,995</u>	<u>35,320</u>
Total Village Clerk		<u>\$ 60,779</u>	<u>\$ 94,203</u>	<u>\$ 91,049</u>	<u>\$ 99,788</u>	<u>\$ 98,139</u>	<u>\$ 117,121</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, notification of business, liquor, taxi and contractor licenses as well as alarm applications. Answers public inquires 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. Serves as the Freedom of Information Act (FOIA) and Open Meetings Act Officer for the Village.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Evaluate permit and license fees. *Pending*

Strategic Plan Goal #5: Effective Governance

- ✓ Evaluated internal procedures for compliance with the Freedom of Information Act
- ✓ Updated a policy for internal procedures for staff members acting as each departments FOIA points of contact.
- ✓ Coordinated a training for all staff members acting as each departments FOIA points of contact.
- ✓ Developed a procedures document on the business license renewal procedures.
- ✓ Cross trained staff on business license renewal procedures.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Evaluate permit and license fees.

Strategic Plan Goal #5: Effective Governance

1. Review policies and procedures addressing compliance with the Open Meetings Act.
2. Conduct training for board liaisons and staff liaisons on policies and procedures to comply with the Open Meetings Act.

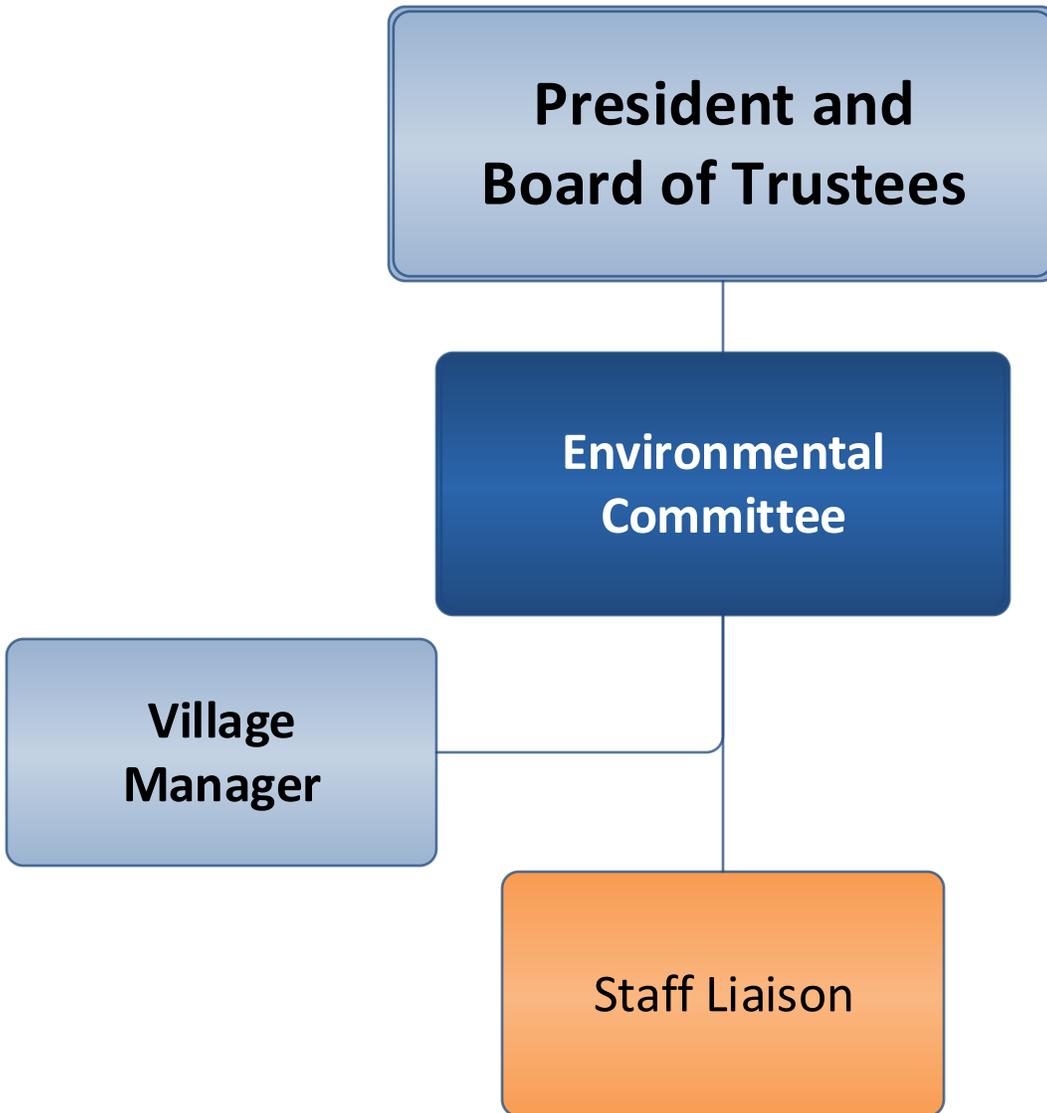
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1250 - Village Collector

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries-Regular	\$ 38,977	\$ 59,120	\$ 60,880	\$ 57,343	\$ 58,200	\$ 63,576
401-441	State Retirement	5,706	7,774	8,522	7,900	7,810	8,252
401-442	Social Security	2,841	4,515	4,503	4,507	4,490	4,864
401-444	Employee Insurance	9,139	11,863	11,800	15,183	22,180	23,147
Total Personnel Services		<u>56,663</u>	<u>83,272</u>	<u>85,706</u>	<u>84,933</u>	<u>92,680</u>	<u>99,839</u>
Total Village Collector		<u>\$ 56,663</u>	<u>\$ 83,272</u>	<u>\$ 85,706</u>	<u>\$ 84,933</u>	<u>\$ 92,680</u>	<u>\$ 99,839</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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Hosted an Apiary Open House.
Second quarter. Educated the public on the importance of pollinators.
- ✓ Improved public awareness and response to environment programs.
Ongoing. Programs included River Sweep, Drain Stenciling, Apiary Open House, and Recycling Event.

2018 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. 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. Initiate a curbside Textile Recycling Program.
First quarter. Curbside Textile Recycling will offer free pickup service to our residents, providing a simple and convenient way to keep material out of landfills.

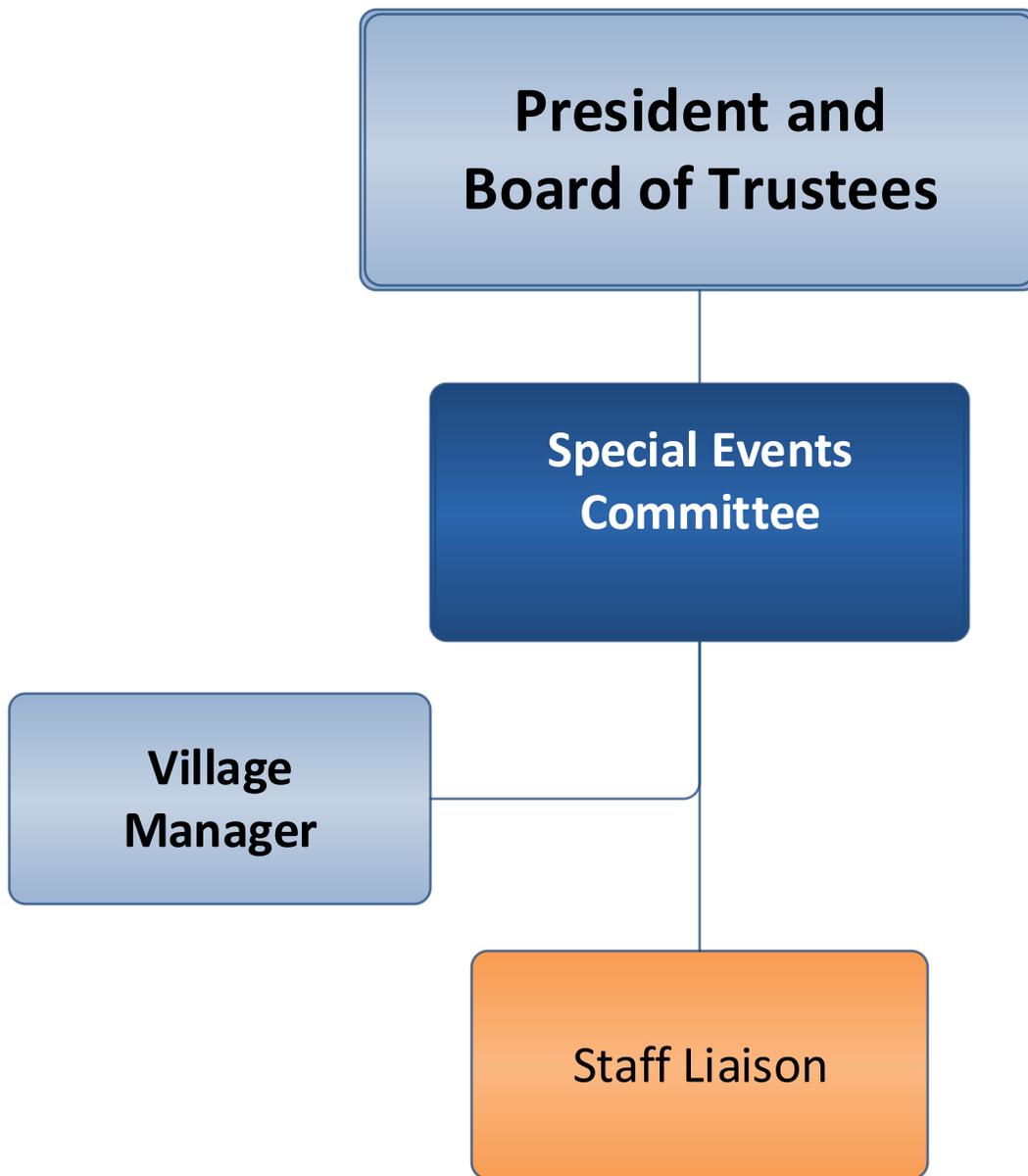
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1350 - Environmental Committee

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ 314	\$ 93	\$ 127	\$ 600	\$ 300	\$ 175
402-413	Memberships/Subscriptions	-	-	-	100	-	-
Total Commodities		314	93	127	700	300	175
403-471	Schools / Conferences / Meetings	-	-	-	100	100	50
403-491	Special Events	1,197	2,748	112	1,500	500	2,600
Total Contractual Services		1,197	2,748	112	1,600	600	2,650
Total Environmental Committee		\$ 1,510	\$ 2,841	\$ 240	\$ 2,300	\$ 900	\$ 2,825

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Established a budget for the 60th Anniversary of the Village
Ongoing. The Special Events Committee has been meeting on a monthly basis and is working towards creating a budget for the Village's 60th Anniversary which will take place in 2018.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Organized Mayors Play Ball event
Completed. Third Quarter. A Play Ball event took place in July, 2017.
- ✓ Organized an expanded Cops Day Picnic
Completed. Third Quarter. The Cops Day Picnic took place in July, 2017. Additional activities at the event included a "Movie in the Park", as well as music and other entertainment.

Strategic Plan Goal #5: Effective Governance

- ✓ Created a Special Events Committee, which has met on a monthly basis.
Completed. First Quarter. A special events committee was established in 2016, with regular monthly meetings taking place.
- ✓ Prepared new Liaison Policy
Completed. Fourth Quarter. A new Liaison Policy was created and put in place.

2018 BUDGET GOALS

Strategic Plan Goal #4: Community Image & Identity

1. Schedule 60th Anniversary Events to take place throughout 2018.
First through Fourth Quarters.

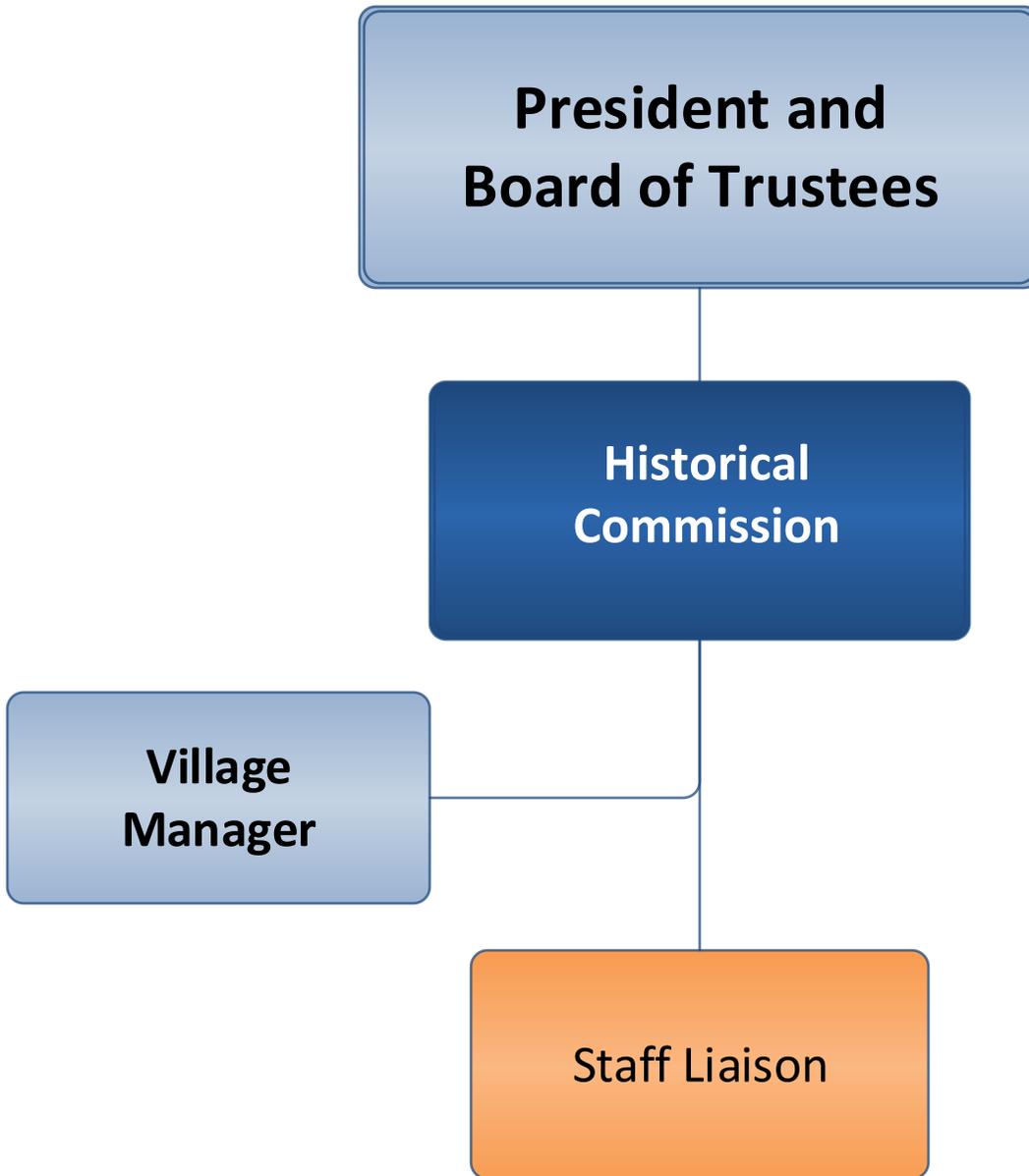
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1400 - Special Events Committee

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-499	Miscellaneous Expen.	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Commodities		-	-	-	-	-	-
403-491	Special Events	-	-	-	-	-	152,200
Total Contractual Services		-	-	-	-	-	152,200
Total Special Events Committee		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 152,200

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 for designation of heritage plaques.

2018 BUDGET GOALS

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Evaluate the boundaries and regulations of the Historic District Implementation.
First through Fourth Quarters. Implement the specific recommendations made in the updated Village Center and Transit Oriented Development Plan regarding the Historic District; research and provide recommendations to Village Board on advancing historic preservation within the community; designate certain properties within the Village as "Heritage/Historic Properties" and coordinate efforts to host historic-related seminars and workshops.
2. Reconnaissance Survey Update.
The Historic Commission will review the existing Reconnaissance Survey and update the report as needed. Community Development staff will assist with updating this document to ensure that the properties in the Historic District are accurately depicted and represented. (First through fourth quarters)

Strategic Plan Goal #4: Community Image & Identity

1. Heritage Property/Site Plaques.
First through fourth quarters. The Historic Commission will honor eclectic and historic properties within the Village with a Heritage Plaque program. Commissioners will be in charge of establishing criteria and policies for the Heritage Plaque program, send out notifications to properties that might qualify for a plaque, work with the property owners regarding the program and issuing such plaques to help recognize qualified properties in the community. Two such plaques will be awarded in 2018.

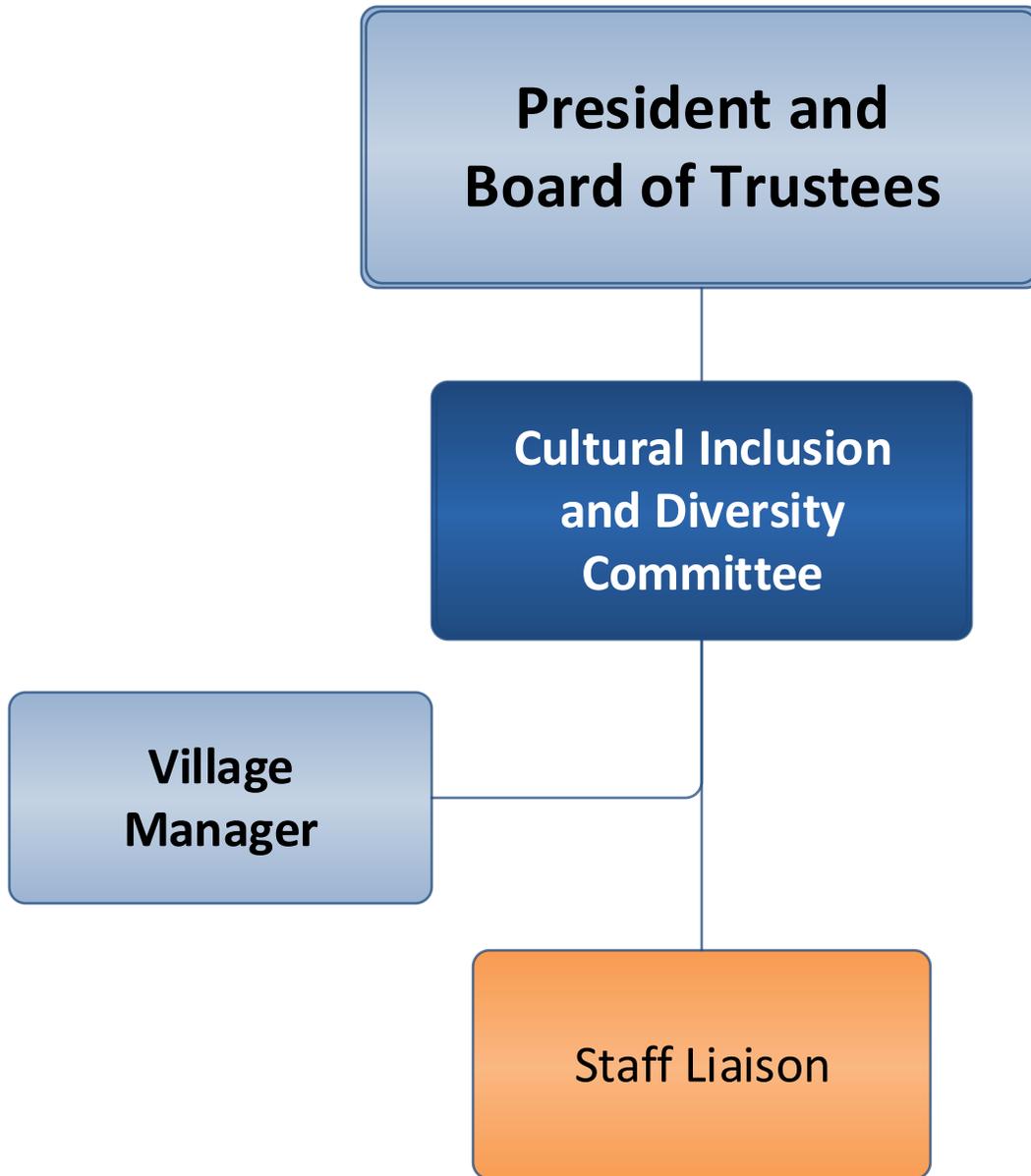
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1450 - Historical Commission

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
402-413	Memberships/Subscriptions	-	-	-	-	-	250
402-427	Materials & Supplies	-	-	-	-	-	1,100
Total Commodities		-	-	-	-	-	1,450
403-412	Postage	-	-	-	-	-	50
403-461	Consulting Services	-	-	-	-	-	1,000
403-471	Schools/Conf/Meetings	-	-	-	-	-	300
403-472	Transportation	-	-	-	-	-	100
403-491	Special Events	-	-	-	-	-	100
Total Contractual Services		-	-	-	-	-	1,550
Total Historical Commission		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,000

1600 – Cultural Inclusion and Diversity Committee



PURPOSE STATEMENT

The goals of the Cultural Inclusion and Diversity Committee are 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.

2017 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, and the Native American Heritage Month at The Trickster Gallery and Museum.
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. 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.
Completed. Third quarter.
- ✓ Continued to host leadership training for committee members to strengthen the impact of the committee.
Ongoing.

2018 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.

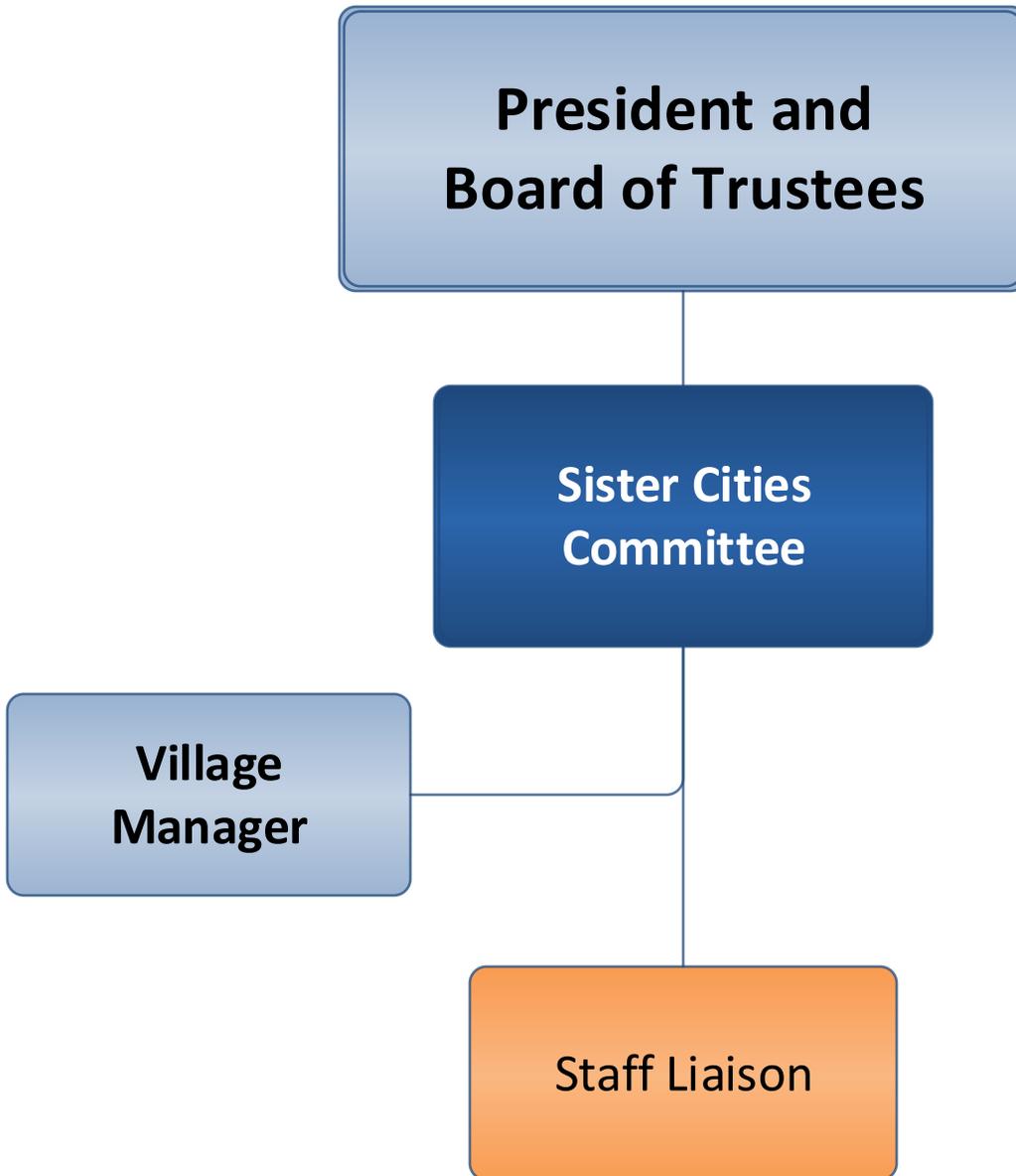
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1600 - Cultural Inclusion and Diversity Committee

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ 27	\$ 200	\$ 200	\$ 200
402-499	Miscellaneous Expen.	-	581	500	-	-	-
Total Commodities		-	581	527	200	200	200
403-412	Postage	-	27	-	50	50	50
403-471	Schools/Conf/Meetings	-	245	55	250	250	-
403-491	Special Events	500	2,694	2,582	3,500	3,500	3,500
Total Contractual Services		500	2,966	2,636	3,800	3,800	3,550
Total Cultural Inclusion and Diversity Committee		\$ 500	\$ 3,547	\$ 3,163	\$ 4,000	\$ 4,000	\$ 3,750

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Explored grant and alternative funding that supports Sister Cities' activities.
Ongoing. The Committee researched various methods of fundraising. First through fourth quarters.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Recruited new members.
Ongoing. Through July, no new members were recruited, but contacts with prospective members are routinely made during Village and Sister Cities Committee-sponsored events and other public meetings. Committee members are dedicated to cultivating relationships with prospective new members, but the process takes time. First through fourth quarters.
- ✓ Engaged local Sister Cities groups to meet together and share experiences; and participated in area cultural events.
Ongoing. Committee members attended a Sister Cities Student Exchange Recognition in Elk Grove Village (March); Art Around the World exhibit in Streamwood (April); Global Arts Festival in Bartlett (June); Ghanafest in Chicago (July); Zacatecanos Festival in Maywood (July); Mexican Independence Day celebration in Hanover Park (September). First through fourth quarters.
- ✓ Engaged community service groups (eg., Lions, Scouts) and Village committees in opportunities to interact internationally; and develop strategies for greater visibility and exposure of Sister Cities.
Ongoing. Participated in the Stakeholders meetings sponsored by the Cultural Inclusion & Diversity Committee. Sponsored a booth at Bartlett's Global Arts Festival. Engaged with the Alpha Kappa Alpha Sorority and the Delta Sigma Theta Sorority. Donated and presented books to the libraries during the Black History Month event and the Cape Coast 25th anniversary celebration. Hosted dinner for Cape Coast Lions during their visit in Chicago for international conference. A committee member secured a donation of used sports equipment from the Hanover Park Little League organization that will be donated to the students in Valparaiso. The equipment first needed to be cleaned, and committee members coordinated with a local Boy Scout troop to get their assistance in cleaning the equipment. First through fourth quarters.
- ✓ Awarded scholarships to students in Cape Coast and Valparaiso.
Scholarships were awarded to students in Cape Coast and Valparaiso. Third quarter.
- ✓ Assisted with Cape Coast Primary School students' general needs.
Funds were issued for ongoing maintenance at Hanover Park Primary in Cape Coast to include renovation and/or replacement of class room doors and rusted hardware; renovation or replacement of students' chairs and desks; and some renovation of toilet facilities. Third quarter.

- ✓ Attended local, state and international Sister City conferences.
Completed. Four committee members and two members from the community attended the Illinois State Conference in Schaumburg in April. Committee member Frank Grant-Acquah attended the Sister Cities International Conference in Virginia Beach, Virginia in July. First and third quarters.
- ✓ Pursued school-to-school relationships with Cape Coast, Valparaiso and Hanover Park (penpal, competitions in academics, art, writing and athletics) and community service.
Ongoing. Committee members participated in the volunteer appreciation event at Laurel Hill School. There is a vibrant penpal exchange between students at Laurel Hill School and a school in Valparaiso. First through fourth quarters.
- ✓ Explored Sister City relationships with China and India to better reflect the diversity of Hanover Park and to increase its attractiveness to the community, to result in more participation as per objective number one, "Recruit new members."
Ongoing. Committee member/Trustee Porter has had conversations with a Hanover Park business owner who is interested in introducing Sister Cities to his contacts in India. First through fourth quarters.
- ✓ Hosted 2017 Black History Month event.
Completed. The committee hosted a successful Black History Month event and arranged for the keynote address to be presented by a well-known international speaker. First Quarter.
- ✓ Hosted event to honor the 25th anniversary of Sister Cities relationship with Cape Coast.
Completed. The well-attended 25th anniversary celebration was held in July and featured entertainment by a professional dance group, an area children's choir, and solos by a young Hanover Park resident. Third quarter.
- ✓ Sponsorship of high school student as a youth ambassador at the 2017 Sister Cities International convention.
Not Completed. Sponsorship of a youth ambassador program is a major undertaking involving research and resources for development, implementation and continuity. Progress was made, however, with the formation of a Youth Ambassador Program Study Ad Hoc Committee that is developing criteria and a strategy for selecting a young Hanover Park resident to represent the Village as a Sister Cities Youth Ambassador. First through fourth quarters.

Additional Accomplishments

- ✓ Committee member Frank Grant-Acquah attended a Roselle Sister City committee meeting to discuss student exchanges. He also now serves as a board member of the Illinois Sister Cities Association.
- ✓ Committee members provided hospitality to a Cape Coast delegation that was in Chicago for the international Lions Club conference.
- ✓ Committee members coordinated a tour and hosted the Valparaiso Mayor's delegation when it visited in July.
- ✓ The Sister Cities Committee Chair visited Cape Coast from late-July through mid-August. She met with the new Cape Coast Mayor, Paramount Chief, and Regional Minister; and she visited projects at the Metropolitan Hospital, Regional Police Headquarters and Hanover Park Primary School. She also visited a Lions Club project at the Cape Coast School for the Deaf.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Explore grant and alternative funding.
First through fourth quarters. The committee will research grant and alternative funding opportunities that will financially support Sister City activities and projects.

Strategic Plan Goal #4: Community Image & Identity

1. Recruit new members
First through fourth quarters. The committee will seek prospective new members to join the Sister Cities Committee.
2. Engage local Sister City groups; and participate in other area cultural events.
First through fourth quarters. The Committee will meet with area Sister City groups to share experiences and take part in cultural events.
3. Engage community service groups and Village committees in opportunities to interact internationally.
First through fourth quarters. The Committee will engage community service groups (eg. Lions, Scouts) and Village committees to act together internationally and develop strategies for greater visibility and exposure of Sister Cities.
4. Award scholarships to students in Cape Coast and Valparaiso.
Third quarter. The Committee will award scholarships to students at the schools in Valparaiso and Cape Coast.
5. Assist with Cape Coast Primary School students' general needs.
Third quarter. Funds will be issued for ongoing upkeep at the Hanover Park Primary School building in Cape Coast. Deterioration of building caused by the harsh climate conditions requires ongoing maintenance including interior painting, repairs to the roof and shutters; and window pane replacements.
6. Attend state and international Sister City conferences.
Second and third quarters. Committee members will register for and attend the Illinois Sister Cities State Conference historically held April; and two committee members will attend the International Conference in Colorado Springs, Colorado, in July.
7. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover park.
First through fourth quarters. The committee will continue coordination of the penpal program between students at Laurel Hill School and the school in Valparaiso, and the program will further expand to include exchanges between students in Valparaiso and Cape Coast.
8. Explore Sister City relationships with China and India.
First through fourth quarters. The committee will continue to explore opportunities for the development of Sister City relationships with China and India to better reflect the diversity of population of Hanover Park and to increase its attractiveness to the community with the objective on recruiting committee members.
9. Host 2018 Black History Month event.
First quarter. The committee will host a Black History Month event in February.
10. Participate in Mexican Independence celebration.
Third quarter. Committee members will participate in an activity supportive of the Mexican Independence celebration.
11. Sponsor high school student as a Youth Ambassador.
Third quarter. The committee will develop a formalized Youth Ambassador program with the expectation of sponsoring a Hanover Park resident student who will participate with Village elected officials and members of the Sister Cities Committee at area events throughout the year.

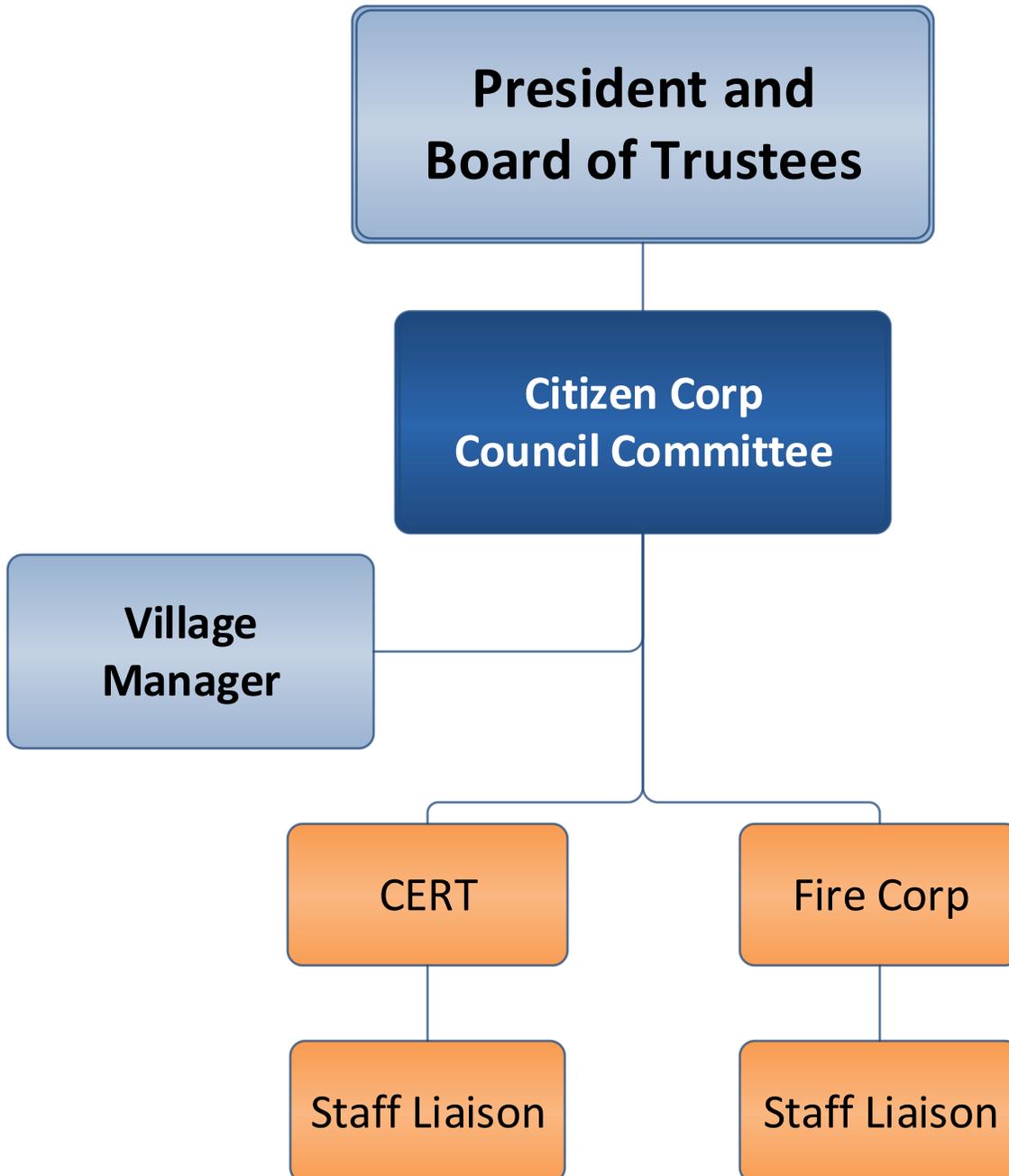
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1650 - Sister Cities Committee

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ 69	\$ 120	\$ 120	\$ 120
402-413	Memberships/Subscriptions	539	580	780	780	780	790
Total Commodities		<u>539</u>	<u>580</u>	<u>849</u>	<u>900</u>	<u>900</u>	<u>910</u>
403-412	Postage	4	1	9	100	200	200
403-471	Schools/Conf/Meetings	450	2,543	3,401	3,095	3,095	3,195
403-491	Special Events	-	2,845	2,704	2,800	2,800	2,800
Total Contractual Services		<u>454</u>	<u>5,389</u>	<u>6,115</u>	<u>5,995</u>	<u>6,095</u>	<u>6,195</u>
Total Sister Cities Committee		<u>\$ 993</u>	<u>\$ 5,969</u>	<u>\$ 6,963</u>	<u>\$ 6,895</u>	<u>\$ 6,995</u>	<u>\$ 7,105</u>

1700 – Citizen Corp Council Committee





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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #5: Effective Governance

- ✓ Maintained a database of all trained CERT members.
Completed. Fourth quarter.
- ✓ Conducted Quarterly Citizen Corps Councils in 2017.
Ongoing. First through fourth quarters. 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, Maxwell Street, St. Ansgar Good Friday Procession, FD Health Fair.
- ✓ CERT members participated in the Safe Communities Coalition smoke alarm and Matter of Balance programs.
- ✓ CERT trainings have been increased to bi-monthly sessions.
- ✓ Hanover Park CERT has partnered with Hanover Township to provide enhanced training and equipment capacity.
- ✓ An interest survey was conducted to gauge CERT interest by members.
- ✓ A CERT class for new member recruitment was planned for September 2017.

2018 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 2018.
Fourth Quarter. Four meetings will be held during the year.

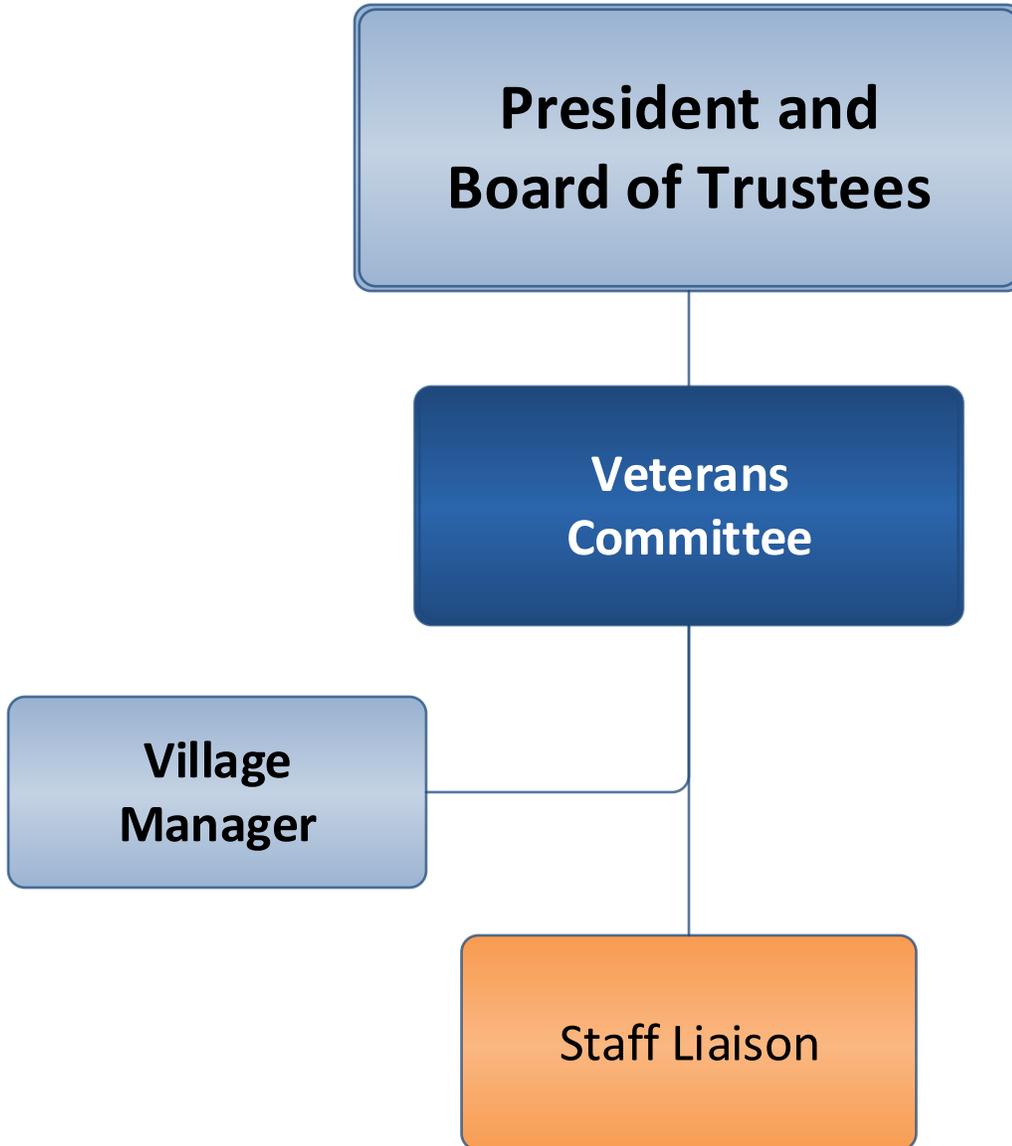
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1700 - Citizens Corp Council

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
402-413	Memberships/ Subscriptions	-	-	-	200	200	200
402-414	Books/Publications/Maps	-	-	-	50	50	50
402-423	Communications Parts	-	-	87	100	100	100
402-427	Materials & Supplies	-	-	-	500	500	500
402-431	Uniforms	-	-	136	150	150	150
402-434	Small Tools	-	-	-	100	100	100
Total Commodities		-	-	222	1,600	1,600	1,600
403-412	Postage	-	-	-	200	200	200
403-471	Schools/Conf/Meetings	-	-	-	500	500	500
Total Contractual Services		-	-	-	700	700	700
Total Citizens Corp Council		\$ -	\$ -	\$ 222	\$ 2,300	\$ 2,300	\$ 2,300

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Reached out to as many Veterans who reside or work in Hanover Park to make sure they were recognized by the Village and made aware of the Veterans Committee activities.
Ongoing. First through Fourth quarters
- ✓ Participated in more civic events.
Ongoing. First through fourth quarters
- ✓ Fundraising for Military Dog sculpture that was added to the Veterans Memorial site.
Completed. Second quarter. Successfully created and unveiled the Military Working Dog memorial.

Additional Accomplishments

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

2018 BUDGET GOALS

Strategic Plan Goal #4: Community Image & Identity

1. Maintain advocacy for veterans at civic events.
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.
2. Work with Special Events Committee to participate in 60th Anniversary events.
First through fourth quarter. Continue to participate in civic events.

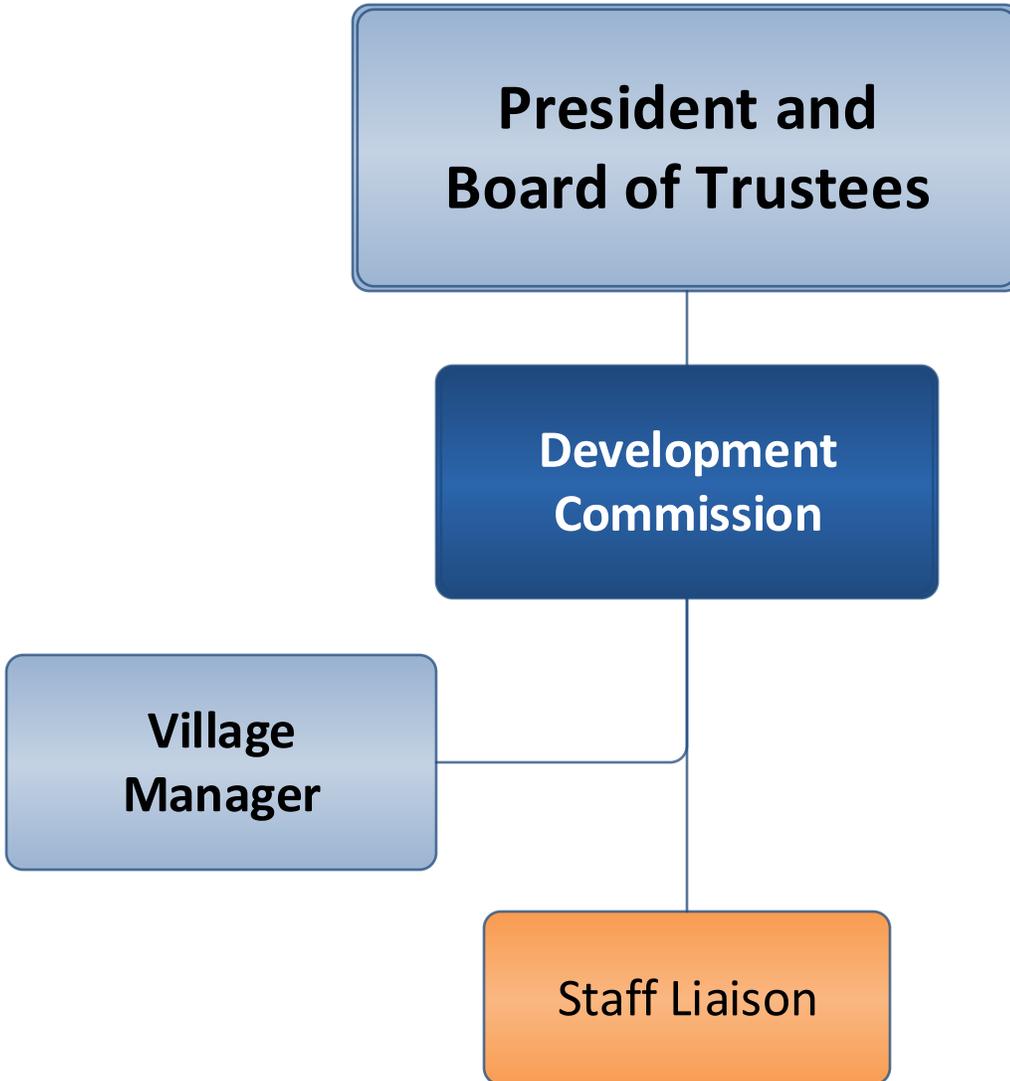
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1750 - Veterans Committee

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-411	Office Supplies	\$ 29	\$ -	\$ -	\$ 150	\$ -	\$ -
402-427	Materials & Supplies	120	92	159	250	250	250
Total Commodities		<u>149</u>	<u>92</u>	<u>159</u>	<u>400</u>	<u>250</u>	<u>250</u>
403-412	Postage	107	-	-	50	-	-
403-491	Special Events	640	419	542	1,500	1,500	1,500
Total Contractual Services		<u>747</u>	<u>419</u>	<u>542</u>	<u>1,550</u>	<u>1,500</u>	<u>1,500</u>
Total Veterans Committee		<u>\$ 896</u>	<u>\$ 511</u>	<u>\$ 702</u>	<u>\$ 1,950</u>	<u>\$ 1,750</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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

1. Evaluate and provide recommendations to the Village Board regarding development in all TIF Districts.
Accomplished. Following Public Hearings held for 900 Irving Park Rd in TIF #5 in 2016, provided recommendation with findings and conditions for the proposed senior housing project. Another Public Hearing was held for the McDonald's located at 7455 Barrington Road in TIF #4. The owner conducted a holistic renovation and expansion of the existing restaurant.

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. 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: a Private School, a Nursing School, a Fast Casual Restaurant with a drive-through, a new Medical Clinic, a Public School addition and an addition for an Office building on Devon Avenue.
2. Support implementation of Village 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 in light of Village Center plan, Comprehensive Plan and Irving Park Road Corridor study goals and recommendations, as applicable. Landscape standards, as identified in these plans for image improvement, as well as proposed in the zoning

code update, are being applied for new development and redevelopment. Recommended updates to the Zoning Code take into account the recommendations of these studies.

3. Receive public comments related to development and business regulations, perform research, and provide recommendations for changes and improvements to regulations as needed.
Ongoing. Public notification sent for all public hearings; and comments are received and feedback incorporated during review. Best Practices are researched from surrounding communities as well as regional agencies prior to providing recommendations.

Strategic Plan Goal #4: Community Image & Identity

1. Review and provide recommendations to complete Zoning Code update.
Ongoing. First through fourth quarters. Researched, analyzed and discussed recommendations for changes to several sections of the Zoning Code. Proposed changes following research on comparable/surrounding municipalities and industry best practices. The next major text amendments for consideration is the Sign Ordinance.
2. Recommend potential development strategies based upon applicable Village and special area plans.
Ongoing. First through fourth quarters. Provided staff input on ongoing development activities, including any special area plans. Provided feedback on the Homes for a Changing Region Assessment Report, the Village Center and TOD Plan Update based upon overall Village goals.

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.
Ongoing. First through fourth quarters. Full meeting agendas, packets, and minutes provided on the Village website prior to every meeting. Village plans, including Comprehensive Plan, Village Center Plan, Irving Park Corridor Study, Assessment Report for "Homes for a Changing Region" study and DuPage County Lake Street Corridor study are available on the 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.

2018 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, 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.
First through fourth quarters
3. Work with Chicago Metropolitan Agency for Planning to update the Hanover Park Comprehensive Plan through their Local Technical Assistance Program.
4. Receive public comments related to development regulations, perform research, and provide recommendations for changes and improvements to regulations as needed.
First through fourth quarters

Strategic Plan Goal #4: Community Image & Identity

1. Review and provide recommendations to complete Zoning Code update.
First through fourth quarters
2. Recommend potential development strategies based upon applicable Village and special area plans.
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. Continue to offer innovative ways to release information regarding Development Commission items to the public through various methods and media.
First through fourth quarters

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

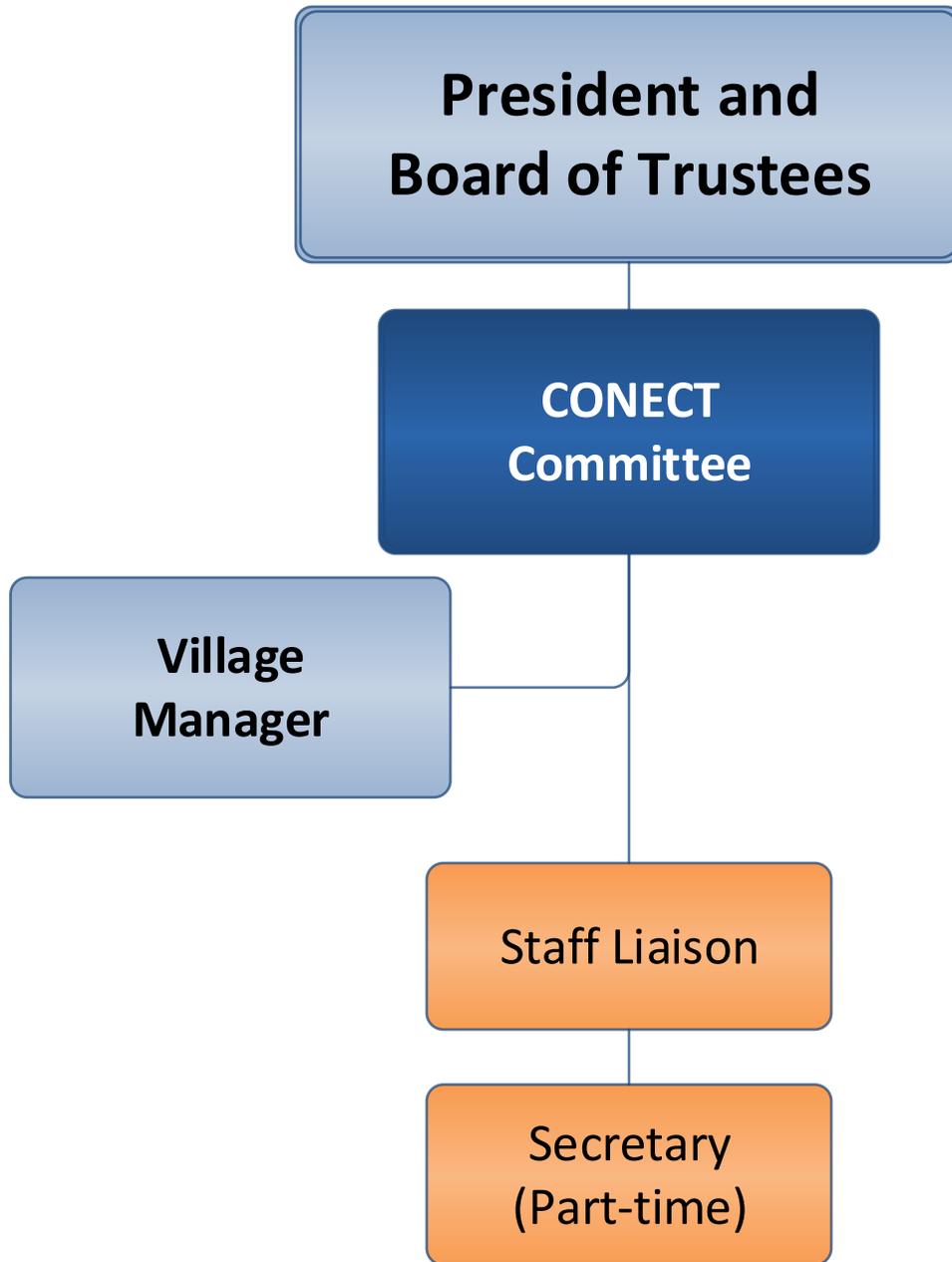
Fund 010 - General Fund

Department 1800 - Development Commission

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-413	Memberships/Subscriptions	\$ -	\$ -	\$ -	\$ 250	\$ 180	\$ 180
402-414	Books/Publications/Maps	50	-	-	100	100	100
402-499	Miscellaneous Expen.	-	42	-	100	100	100
Total Commodities		<u>50</u>	<u>42</u>	<u>-</u>	<u>450</u>	<u>380</u>	<u>380</u>
403-412	Postage	-	5	0	200	100	100
403-471	Schools/Conf/Meetings	250	-	75	750	750	800
Total Contractual Services		<u>250</u>	<u>5</u>	<u>75</u>	<u>950</u>	<u>850</u>	<u>900</u>
Total Development Commission		<u>\$ 300</u>	<u>\$ 47</u>	<u>\$ 75</u>	<u>\$ 1,400</u>	<u>\$ 1,230</u>	<u>\$ 1,280</u>

1950 – Hanover Park CONECT Committee

(Committee on Networking Education and Community Teamwork)



PURPOSE STATEMENT

The goals of the Committee on Networking, Education and Community Teamwork (CONECT) are: strengthen the Village's business community by encouraging the retention of existing businesses and attraction of new business; to increase local sales and real estate revenues, create new employment opportunities, diversify the local economy, enhance the community's image; serve as a business liaison, support and provide feedback on the impact of economic development activities and regulations on businesses; promotion and marketing, land use and transportation planning, workforce development, etc.

DESCRIPTION OF FUNCTIONS

The CONECT Committee's responsibilities include promoting the Village's business opportunities through events, activities and correspondence. CONECT consistently 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.

CONECT members assist in attracting new business to the village by marketing Hanover Park's advantages at trade shows, conventions and other available opportunities. Their responsibility also includes creation and maintenance of a "pro-business" environment in the village while maintaining requirements for good planning, quality construction and aesthetically pleasing buildings.

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

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

1. Conducted "Business Retention" visits with business owners. Shared results with Committee and worked to address issues and concerns of businesses.
Accomplished and Ongoing. First through fourth quarters. After receiving over 70 completed surveys, results were analyzed and a report was presented to the Village Board. Twelve Business Retention visits were conducted. Staff has reached out to every business that identified issues. Staff continues to reach out to each business owner/representative to help find solutions to their concerns. The Business Retention Visits were initiated with the largest companies/businesses, and we continue to meet with the larger and also smaller businesses to retain the industrial as well as the small local businesses.
2. Promoted new businesses through the newsletter and by hosting Ribbon Cuttings.
Accomplished and Ongoing. First through fourth quarters. CONECT members, in coordination with the Chamber, welcome every new business with a "Welcome" packet, including a folder of information about the community to help the business connect with the community. Ribbon Cuttings are offered and coordinated with attendance from the mayor/elected officials.

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Sponsor a “Business After-Hours” event.
Accomplished. First quarter. This Mardi Gras-themed event was held on February 28, 2017, and was well-attended by local businesses from Hanover Park as well as Bartlett. In coordination with The Bartlett Area Chamber, the event was a successful networking opportunity, for over 70 attendees.
2. Continued coordination with Bartlett Area Chamber of Commerce for various events and activities to promote our business community.
Accomplished and ongoing. CONECT members have participated in several Chamber events throughout the year. Several CONECT members are also on the Board of the Bartlett Area Chamber of Commerce and thereby play dual roles in promoting Hanover Park.
3. Coordinated with the Northwest Hispanic Chamber of Commerce regarding outreach to Hispanic businesses.
Accomplished. CONECT members have participated in several events hosted by the Northwest Hispanic Chamber of Commerce. Continue to search additional opportunities.
4. Explored a new “Spotlight on Business” program on-line, with CONECT nominating a business to be highlighted on Village’s various on-line resources.
Accomplished and Ongoing: “Spotlight on Business” articles are regularly published in the newsletter and also on-line.

Strategic Plan Goal #4: Community Image & Identity

1. Hosted a Local Business Showcase exhibiting opportunities in Hanover Park.
Accomplished. Third quarter. Event held on October 11. Many local businesses participated along with service agencies.
2. Upon the completion of the Annual “Local Business Showcase” and “Business after Hours” events, conducted a survey of attendees.
Accomplished. Feedback has been collected following events and discussed at CONECT meetings.
3. Provided feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns.
Ongoing. First through fourth quarters. Staff continued to obtain feedback from the CONECT committee regarding various regulations, as well as economic development activities. Staff is also working with other entities to provide outreach to the Hispanic Business community.
4. Explored hosting a “Taste of Hanover Park” to promote local restaurants and bring visitors to the community.
Moved to 2018 in conjunction with the Village’s 60th Anniversary and will work with the Special Events Committee.
5. Provided feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns.
Ongoing. First through fourth quarters.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Promote/support local and regional initiatives for business development such as Next Level NorthWest. Assist in recruitment of potential applicants for NLNW.
2. Host a Local Business Showcase exhibiting opportunities in Hanover Park. (*Third quarter*)
3. Promote new businesses through Ribbon Cuttings, newsletter spotlights, and social media. (*Ongoing*)
4. Coordinate with Clerk's office to promote business participation at Market at Metra.
5. Host education workshops to provide business resources to help increase economic growth and success of businesses. (Example: Business Resource Fair) (*Ongoing*)

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Continue coordination with Bartlett Area Chamber of Commerce for various events and activities to promote our business community.
2. Coordinate with newly formed Northwest Hispanic Chamber of Commerce regarding outreach to Hispanic businesses.
3. Provide feedback on Business Retention and other surveys and outreach. Convey feedback from Business Retention Visits to other departments and determine action steps that need to be taken to address any issues identified. (*Ongoing*)
4. Sponsor a "Business after-Hours" event through the Chamber of Commerce. (*First quarter*)
5. Continue the "Shop Local" Program promotion whereby coupons for Village restaurants and businesses are distributed to residents through the Village Hi-Lighter Newsletter and posted on our website. (*Twice a year*)
6. Provide recommendations, guidance and opportunities regarding business retention and attraction activities. (*Ongoing*)
7. Explore holding "Business Corridor" meetings (such as Irving Park Rd., Lake Street and Barrington Rd. Corridors) to have more targeted discussions and feedback. One corridor, every 6 months, is anticipated.
8. Continue new "Spotlight on Business" program on-line, with CONECT nominating a business to be highlighted on Village's various on-line resources. (*Ongoing*)

Strategic Plan Goal #4: Community Image & Identity

1. Conduct "Welcome" visits to new businesses with a 'welcome-gift' and provides them with pertinent Village information including a letter from the Mayor offering free marketing opportunities to increase exposure of their business, a current issue of the Village *Hi-Lighter* Newsletter, a CONECT Brochure and Volunteer Application, and a Chamber Membership Application. (*Ongoing*)

2. Coordinate and host annual activities promoting Hanover Park and encouraging networking among local businesses including Ribbon Cuttings, Local Business Showcase, “Business after Hours” and Mayor’s Choice Business Award Program. (*First through Fourth quarters*)
3. Explore working with the Special Events Committee and co-hosting the “Taste of Hanover Park” to promote local restaurants and bring visitors to the community for the Village’s 60th Anniversary. (*Second Quarter*)
4. Provide feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns. (*First through Fourth quarters*)
5. Explore Scholarship program for students in the community to help them in their career path. (*Fourth quarter*)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 1950 - Hanover Park CONECT Committee

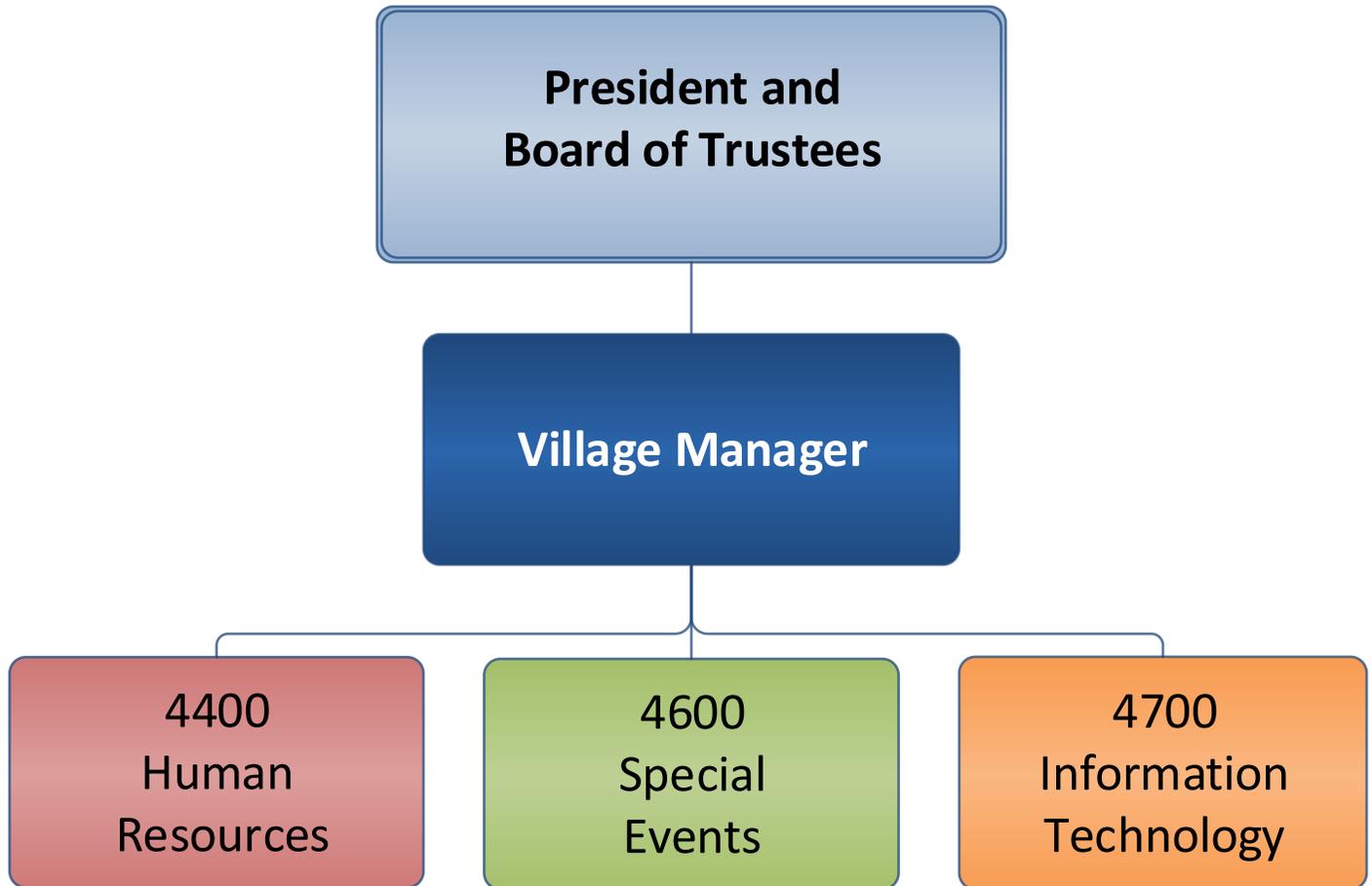
Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ -	\$ 525	\$ 1,235	\$ 600	\$ 1,060	\$ 1,060
402-499	Miscellaneous Expense	33	-	-	-	-	-
Total Commodities		33	525	1,235	600	1,060	1,060
403-412	Postage	-	593	140	500	190	400
403-491	Special Events	933	3,181	2,475	4,550	3,980	5,870
Total Contractual Services		933	3,774	2,615	5,050	4,170	6,270
Total Hanover Park CONECT Committee		\$ 966	\$ 4,299	\$ 3,850	\$ 5,650	\$ 5,230	\$ 7,330

ADMINISTRATIVE SERVICES

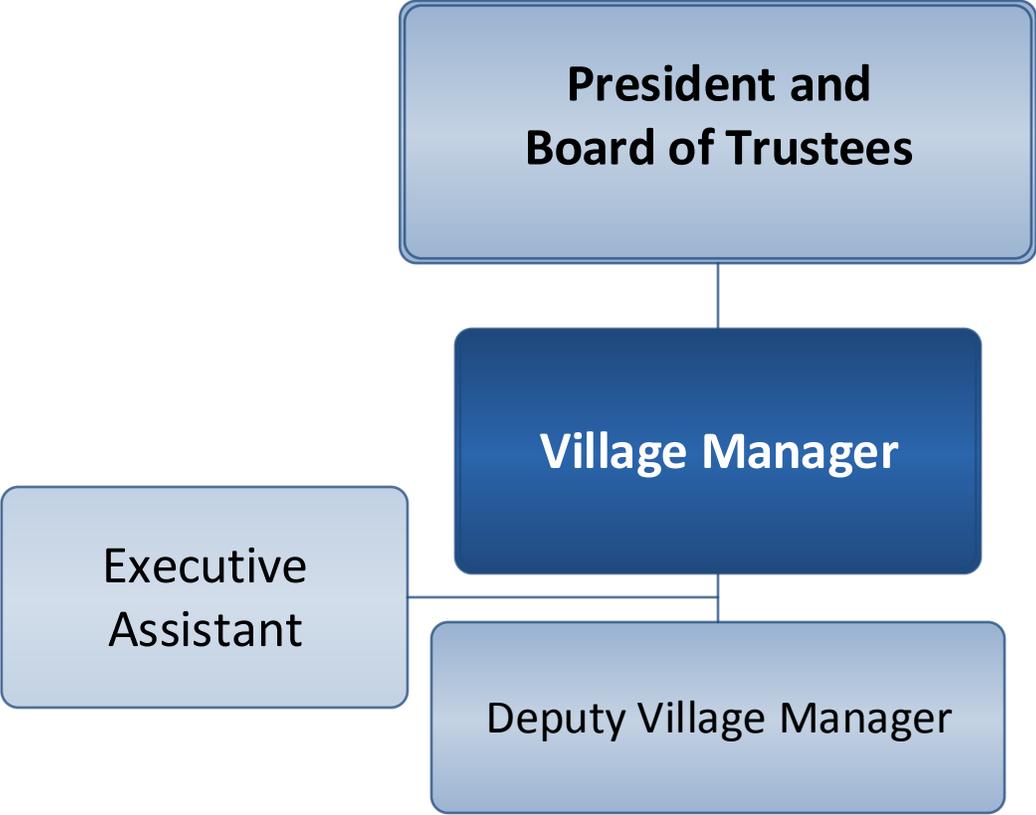
Cost Control Centers

Village Manager	4100
Human Resources Department	4400
Special Events	4600
Information Technology	4700

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 evaluations 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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Implemented GIS using the GIS Consortium.
Ongoing. First through fourth quarters.
- ✓ Continued to work to stabilize Hanover Square.
Ongoing. Improvements to building façade and grounds were completed. Staff continues to meet with potential businesses to lease vacant space.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Evaluated and Upgraded the Village website.
Completed. Fourth quarter. The website has been redesigned and roll-out is anticipated to take place in early 2018 following the roll-out of the Village's new branding plan.
- ✓ Remodeled the Finance Counter and Lobby area in the Village Hall. This is a continuation of a phased approach to remodeling (area-by-area) after the Police Department was relocated into a new facility.
Ongoing. First through fourth quarters. Design of the Finance Counter and Lobby Areas have been completed. Work will continue into FY'18.
- ✓ Began planning for a 60th Anniversary celebration, which will take place in 2018.
Ongoing. First through fourth quarters. The Special Events Committee has worked on planning of 60th Anniversary events, which will take place throughout 2018.

Strategic Plan Goal #5: Effective Governance

- ✓ Developed a new Strategic Plan for the Village.
Completed. Fourth quarter. Several meetings took place throughout 2017 to develop a new SWOT Analysis and Goals for the new Strategic Plan.

- ✓ Recommended and implemented a balanced budget for FY'18.
Completed. Fourth quarter.

Additional Accomplishments

- ✓ Hired a branding company and developed roll-out of recommendations.
- ✓ Developed new policy for elected official travel.
- ✓ Entered into a Venture Agreement to establish Next Level Northwest Business Accelerator.
- ✓ Annexed adjacent property off of Lake Street (Sod Farm and Driving Range)
- ✓ Completed update of Village Center Plan/TOD and review of Historic District.
- ✓ As a member of JAWA, entered into an agreement with Chicago and renewed member agreement.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Recommend and implement a balanced budget for FY'19.
Fourth quarter. Staff will work towards accomplishing the goal of passing a balanced budget.
2. Will participate in the Local Update of Census Addresses Operation (LUCA) and any other Census mandates for 2018.
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. Staff will continue to work on stabilizing Hanover Square and move toward putting it back into private ownership.

Strategic Plan Goal #4: Community Image & Identity

1. Develop a marketing plan.
First through fourth quarters. In follow-up to the Village's branding plan, the Village will develop a marketing plan.
2. Remodeled the Finance Counter and Lobby area in the Village Hall.
First and Second quarter.
3. Enter into a Redevelopment Agreement for a Senior Housing Development at 900 Irving Park Road.
First quarter.

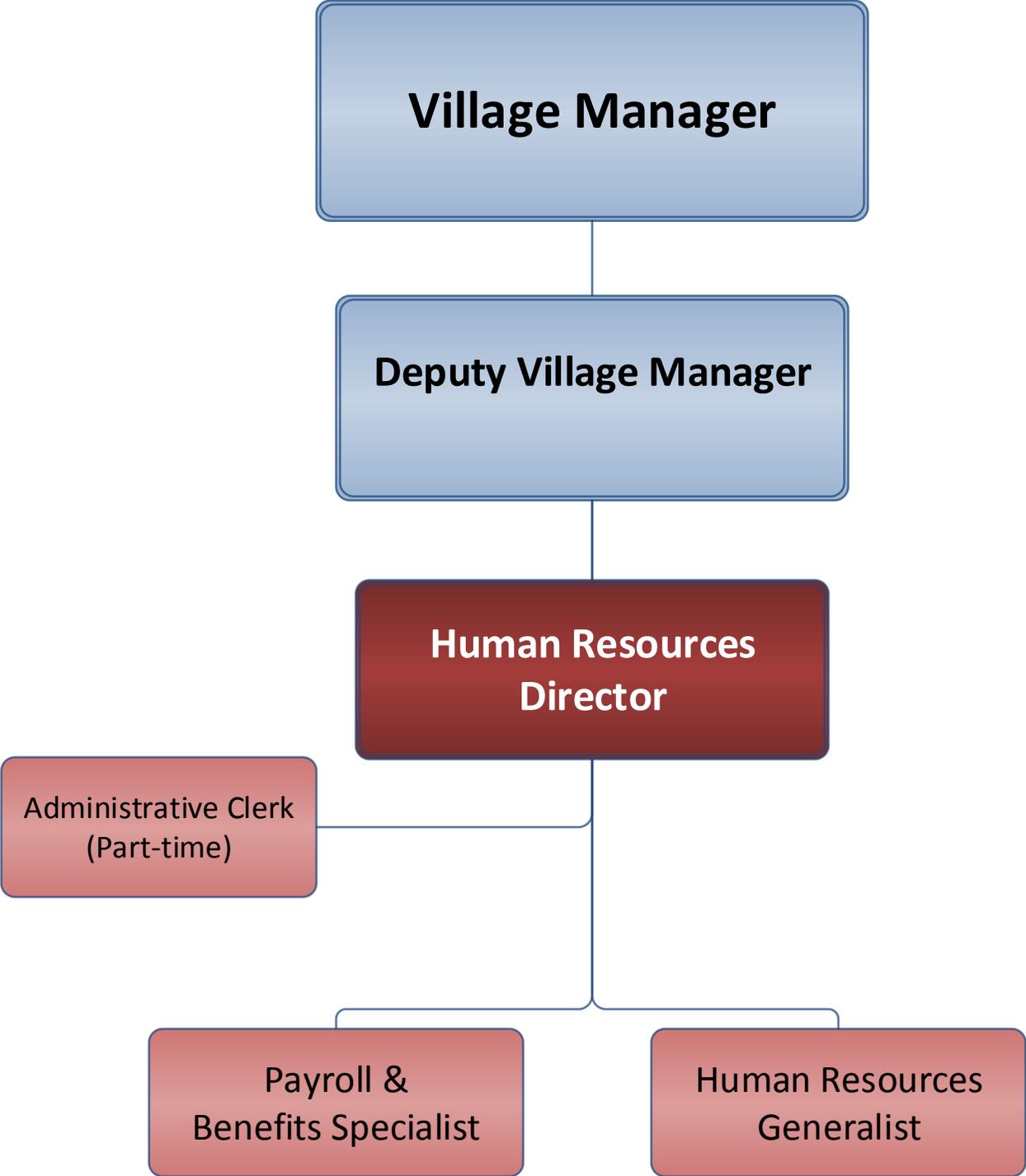
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 4100 - Village Manager

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 137,934	\$ 209,274	\$ 280,889	\$ 358,103	\$ 342,100	\$ 362,076
401-421	Overtime Compensation	13,749	19,918	20,512	28,100	28,100	28,100
401-441	State Retirement	21,911	30,625	42,184	51,791	51,791	50,766
401-442	Social Security	8,291	14,312	15,541	25,084	25,084	25,074
401-444	Employee Insurance	17,272	24,990	32,953	53,624	53,624	55,142
Total Personnel Services		199,156	299,120	392,079	516,702	500,699	521,158
402-411	Office Supplies	317	213	618	600	600	2,400
402-413	Memberships / Subscriptions	1,886	2,069	2,478	3,250	3,014	3,002
402-414	Books / Publications / Maps	-	-	-	-	-	14,496
402-499	Miscellaneous Expense	394	558	958	750	2,000	1,250
Total Commodities		2,596	2,839	4,053	4,600	5,614	21,148
403-412	Services Postage	57	107	250	225	150	16,525
403-461	Consulting Services	14,000	29,441	22,000	24,000	24,000	46,500
403-471	Schools / Conferences / Meetings	2,358	4,834	2,024	8,645	4,500	9,950
403-472	Transportation	629	788	115	1,550	850	1,550
403-491	Special Events	117	6,385	5,949	18,000	18,000	8,800
Total Contractual Services		17,161	41,555	30,338	52,420	47,500	83,325
Total Village Manager		\$ 218,913	\$ 343,514	\$ 426,471	\$ 573,722	\$ 553,813	\$ 625,631

4400 – Human Resources Department



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. The Human Resources Department also schedules employees for various computer skills courses with external training providers.
- 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, etc.
- 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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
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	195	195	196	196
Village-Wide Part-Time Employees	44	44	44	36	40
Employee Terminations	28	33	48	49	36
Job applications received	1,193	1,160	1,573	2,699	1,157
Number of Candidates Interviewed	176	276	237	219	215
Number of New Hires	29	34	40	42	42
Collective Bargaining Agreements Negotiated	4	5	2	2	2
Total Worker Compensation Claims	19	28	16	15	19
Worker Compensation Losses	\$152,716	\$479,181	\$265,311	\$398,966	\$104,969
All Other Claims (Auto, GL, Property)	17	19	13	13	16
Non-Worker Compensation Losses	\$146,708	\$72,913	\$87,288	\$33,528	\$117,978

2017 ACCOMPLISHMENTS

Strategic Plan Goal #5: Effective Governance

- ✓ Conduct MAP Sergeant Contract Negotiations (First Quarter).
Contract negotiations are slated to begin during the fourth quarter of the year.
- ✓ Complete implementation of online insurance enrollment through IPBC (First Quarter).
The Business Solver system has been up and running since May 2017.
- ✓ Initiate Wellness Program following the IPBC approved model which includes wellness committee, health screenings and measurement goals
Pending. First through Fourth quarters
- ✓ Implement updated employee handbook.
A new handbook will be implemented in the fourth quarter of the year.
- ✓ Review and document new employee orientation process.
A new employee orientation directive has been implemented.
- ✓ Review occupational health provider.
Occupational health providers will be reviewed in the fourth quarter of the year.

2018 BUDGET GOALS

Strategic Plan Goal #5: Effective Governance

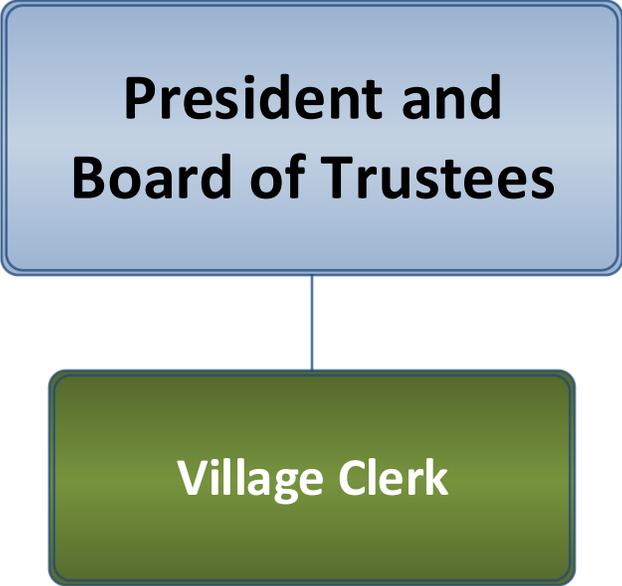
1. Complete an audit of all I-9 forms (First Quarter)
2. Conduct contract negotiations with MAP Civilians (First Quarter)
3. Conduct contract negotiations with MAP Police Officers (First Quarter)
4. Conduct contract negotiations with IAFF Firefighters and Fire Lieutenants (Third Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 4400 - Human Resources

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 137,720	\$ 156,526	\$ 164,926	\$ 190,061	\$ 190,061	\$ 194,949
401-412	Salaries - Part - Time	7,366	14,868	11,280	25,991	18,000	30,659
401-421	Overtime Compensation	1,370	8,293	9,019	3,000	3,000	4,000
401-441	State Retirement	19,637	22,435	24,908	26,256	26,256	26,060
401-442	Social Security	10,669	14,273	14,359	16,965	16,965	17,696
401-444	Employee Insurance	21,367	28,000	22,676	33,774	33,774	27,815
Total Personnel Services		198,129	244,395	247,169	296,047	288,056	301,179
402-411	Office Supplies	1,387	1,255	1,700	1,750	1,750	1,750
402-413	Memberships / Subscriptions	1,374	1,024	1,947	4,275	4,275	3,813
402-414	Books / Publications / Maps	-	954	291	600	600	600
402-427	Materials & Supplies	29	38	381	-	-	-
402-490	Employee Recognition	16,786	35,166	27,657	35,950	35,950	41,150
Total Commodities		19,577	38,438	31,977	42,575	42,575	47,313
403-412	Contractual Services Postage	502	832	915	1,100	1,100	1,100
403-436	Maintenance Agreements	3,063	1,402	2,231	2,221	2,221	2,221
403-451	Equipment Rentals	1,049	2,460	1,052	967	967	1,500
403-461	Consulting Services	21,653	69,506	59,716	48,408	48,408	81,689
403-465	Medical Examinations	11,942	22,625	16,143	27,435	27,435	33,364
403-467	Legal Publications	4,463	7,309	3,367	5,000	3,000	5,000
403-471	Schools / Conferences / Meetings	2,583	12,792	13,255	23,066	23,066	9,269
403-472	Transportation	324	158	199	1,200	1,200	1,200
403-474	Tuition Reimbursement	-	-	-	-	-	15,806
Total Contractual Services		45,579	117,084	96,879	109,397	107,397	151,149
Total Human Resources		\$ 263,285	\$ 399,917	\$ 376,024	\$ 448,019	\$ 438,028	\$ 499,641

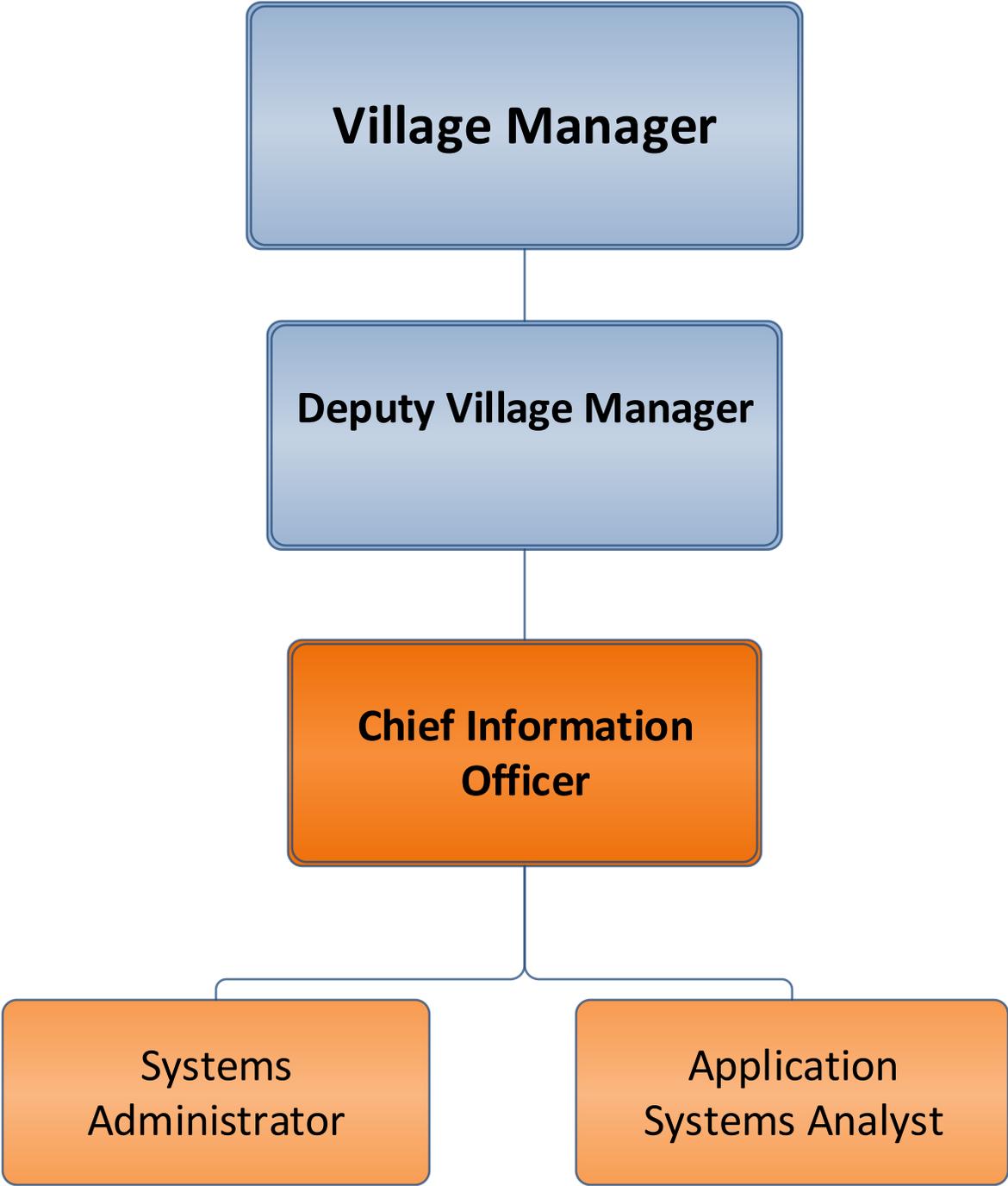


VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 4600 - Special Events

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ 50	\$ -	\$ -	\$ -	\$ -	\$ -
Total Commodities		50	-	-	-	-	-
403-412	Postage	-	234	235	400	300	-
403-470	Binding & Printing	-	-	-	2,000	-	-
403-491	Special Events	10,732	11,674	11,789	11,525	11,525	-
Total Contractual Services		10,732	11,909	12,025	13,925	11,825	-
Total Special Events		\$ 10,782	\$ 11,909	\$ 12,025	\$ 13,925	\$ 11,825	\$ -



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	2012	2013	2014	2015	2016
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	\$727,848	\$727,766	\$878,687	\$874,870	\$1,014,787
Cost of Services Per Capita	19.17	19.16	23.14	23.04	26.72

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Replaced 50 Desktop PCs and 15 mobile data computers in continuation of the IT equipment replacement program.
Ongoing. New equipment will be purchased and deployed over the third and fourth quarter.
- ✓ Implemented New World ERP myInspections module for mobile inspections in Code Enforcement and Inspectional Services.
Completed.
- ✓ Upgraded Village Website.
Ongoing with delay for launch due to branding exercise. Anticipate completion in first quarter 2018.
- ✓ Replaced Village Hall Server and Storage Systems.
Ongoing. Project will start in September and be completed by December.

Additional Accomplishments

- ✓ Implemented a web based help desk request tracking system. The system has aided in efficient and timely responses to user requests.
- ✓ Implemented and provided training for staff with Skype for Business. The Skype software is a very helpful collaboration system that allows employees to have group meetings, share desktops and send instant messages when calling is not convenient.
- ✓ CIO participated in the branding project as part of the core team of Village staff.
- ✓ Implemented SharePoint Online and OneDrive for Business as part of the Office 365 rollout. Both products are cloud based and take advantage of the Microsoft online services that are included in the Office 365 subscription.
- ✓ Worked with the Engineering staff and the GIS Consortium to connect GIS services with Village records and ERP systems.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Design and implement a disaster recovery infrastructure for server data systems. Will utilize Police Department IT Server Room to house a disaster recovery system that will run in an active/passive state with continuous replication of production systems at Village Hall.
Implementation will occur in the third quarter 2018.
2. Replace 55 Desktop PCs and 15 mobile data computers in continuation of the IT equipment replacement program.
New equipment will be purchased and deployed over the third and fourth quarter.
3. Complete upgrades to the Kronos time & attendance system
First quarter
4. Assist Police Department with rollout of new records management software and computer-aided dispatch.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 4700 - Information Technology

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 123,499	\$ 178,064	\$ 189,425	\$ 181,018	\$ 194,348	\$ 189,093
401-421	Overtime Compensation	11,686	11,045	10,071	10,000	10,000	10,000
401-441	State Retirement	19,883	25,620	27,441	25,632	26,536	26,054
401-442	Social Security	9,912	14,916	14,972	14,613	15,128	15,321
401-444	Employee Insurance	19,957	26,760	32,348	47,232	28,073	31,061
Total Personnel Services		184,937	256,404	274,257	278,495	274,085	271,529
402-411	Office Supplies	52,428	71,989	56,687	60,000	56,730	60,000
402-413	Memberships / Subscriptions	199	250	250	300	300	300
402-427	Materials & Supplies	5,345	13,367	13,661	14,500	14,500	14,000
402-434	Small Tools	-	38	-	-	-	-
Total Commodities		57,973	85,644	70,598	74,800	71,530	74,300
403-411	Telephone	128,351	193,443	198,568	179,136	187,288	188,436
403-412	Postage	87	75	36	-	-	-
403-436	Maintenance Agreements	268,055	318,828	277,221	303,760	292,744	349,658
403-456	IT Equipment Maint. & Replacement	-	-	180,000	180,000	180,000	217,589
403-461	Consulting Services	1,727	10,936	9,908	10,000	9,960	85,000
403-471	Schools / Conferences / Meetings	3,057	9,255	4,198	17,000	9,434	14,000
403-472	Transportation	-	211	-	1,200	491	850
403-499	Miscellaneous Expense	300	75	-	-	-	-
Total Contractual Services		401,577	532,822	669,932	691,096	679,917	855,533
Total Information Technology		\$ 644,486	\$ 874,870	\$ 1,014,787	\$ 1,044,391	\$ 1,025,532	\$ 1,201,362

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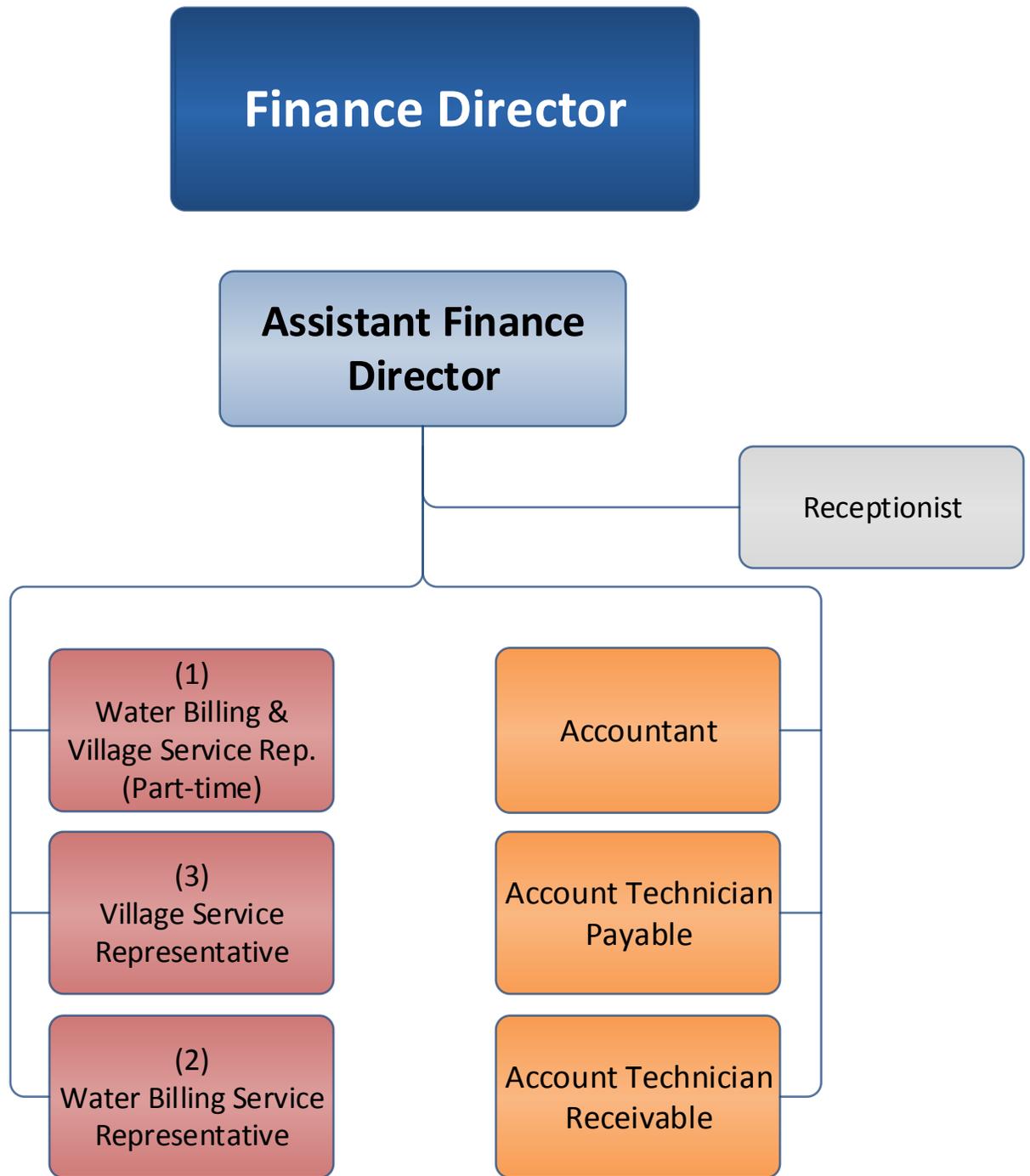
FINANCE DEPARTMENT

Cost Control Centers

Administration	3100
Collections	3200
General Accounting	3300
General Administrative Services	3500

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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Number of Full Time Employees	10	10	10	11	11
Number of Part Time Employees	0	3	3	0	1
Number of Full Time Employees per 1,000 Population	0.26	0.26	0.26	0.29	0.29
Total Finance Department Expenditures including transfers	3,497,173	3,192,684	3,506,176	3,023,027	2,728,304
Cost of Services Per Capital	92.10	84.08	92.33	79.61	71.85

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Monitored federal and state legislative action that could have an impact upon the Village. Closely monitored State budgetary actions and the impact that may affect the Village.
Ongoing. The department will follow the State budget process regarding changes in the shared revenue sources. The department will present other revenue options as needed.
- ✓ Reviewed all department expenditures to ensure costs are assigned correctly and remain within budget.
Completed. The department created a “Budget Performance Analytical Report”. The report was sent to all Department Heads so they can monitor their current and future expenses. Finance also ran a quarterly report and presented it to the Village Board and Department Heads.
- ✓ Continued to enhance the presentation of information in the budget document for GFOA Distinguished Budget Award submission.
Completed. The Village received the FY2017 Distinguished Budget Presentation Award.

Additional Accomplishments

- ✓ Earned the GFOA Certificate of Achievement for Excellence in Financial Reporting for the Village FY2015 Comprehensive Annual Financial Report.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Continue to develop a plan regarding the potential loss of state funding.
Ongoing. The Finance department will continue to follow the State budget process and adapt new changes in the shared revenue sources. We will present revenue options as needed.
2. Continue to maintain a balanced budget.
Ongoing. The Finance department will continue to work together with other departments and programs to operate efficiently and within the resources of the Village.
3. Continue to find ways to lower the Village property tax rate.
Ongoing. To attract commercial business. The property tax rate must be in line with other neighboring Villages and making sure The Village must not rely heavily on property tax revenues.

Strategic Plan Goal #5: Effective Governance

1. Streamline the Finance Department process so that the staff will have more capacity to directly manage customer relationships.
Ongoing. Complete or update utility billing, accounts receivable, accounts payable, journal entries, revenue collection etc. procedures/policies guidelines to provide consistency and succession planning.
2. Continue training to front line employee (receptionist) and Management staff.
Ongoing. Staff need to continue training on how to improve good customer service to both internal and external customer. The Management staff will continue to learn and gain understanding of any new procurement and new GASB implementation needed to fulfill the reporting requirements.

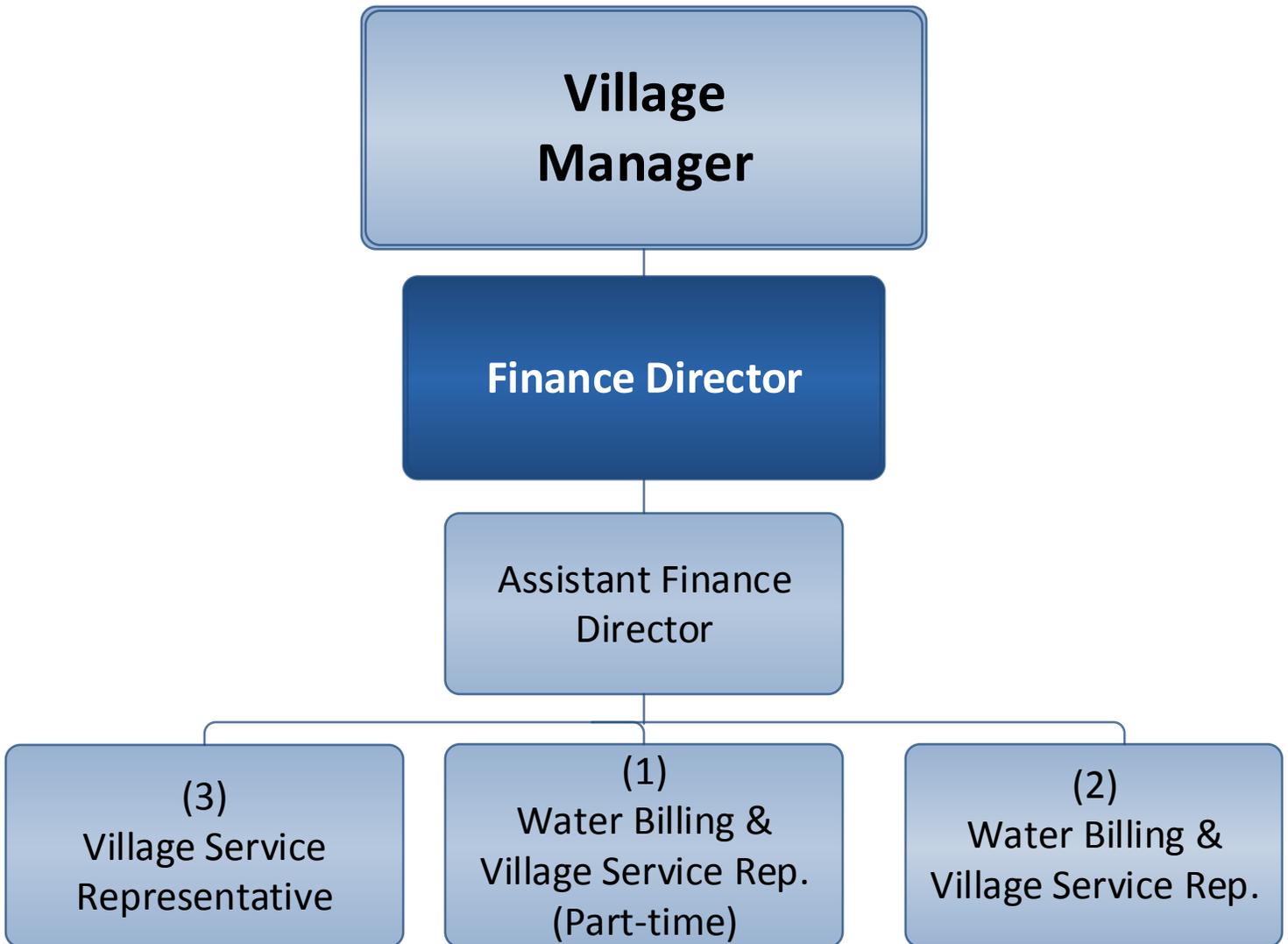
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 3100 - Finance Administration

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 61,794	\$ 89,905	\$ 110,814	\$ 118,774	\$ 118,045	\$ 120,595
401-421	Overtime Compensation	13	597	-	500	200	200
401-441	State Retirement	8,883	12,024	15,678	16,085	16,002	15,805
401-442	Social Security	4,394	7,015	8,140	9,176	8,826	9,316
401-444	Employee Insurance	13,456	18,024	9,482	17,894	12,975	15,134
Total Personnel Services		88,540	127,564	144,114	162,429	156,048	161,050
402-411	Office Supplies	413	821	674	700	700	700
402-413	Memberships / Subscriptions	114	914	851	1,100	1,114	1,224
402-414	Books / Publications / Maps	-	365	83	97	97	105
402-431	Uniforms	57	-	-	150	150	150
402-499	Miscellaneous Expense	30	-	-	-	-	-
Total Commodities		615	2,100	1,608	2,047	2,061	2,179
403-412	Postage	3	9	-	-	-	-
403-436	Maintenance Agreements	2,269	4,159	5,359	4,404	5,423	5,424
403-461	Consulting Services	61,258	55,535	13,405	10,000	5,000	10,000
403-471	Schools / Conferences / Meetings	622	1,696	2,157	3,884	3,000	3,884
403-472	Transportation	23	535	1,045	1,025	1,025	1,025
403-480	Bad Debt Expense	-	-	153	-	-	-
Total Contractual Services		64,173	61,934	22,119	19,313	14,448	20,333
Total Finance Administration		\$ 153,328	\$ 191,598	\$ 167,841	\$ 183,789	\$ 172,557	\$ 183,562

3200 – Village Collections





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. Majority of this 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 process 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 lastly, it also maintains all escrow agreements.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Animal Licenses	301	265	197	153	138
Parking Ticket Paid	7,710	7,001	6,795	6,250	7,611
Monthly Commuter Parking Permits	9,872	8,468	8,119	7,760	7,586
Contractor and Business Licenses	1,161	1,289	1,428	1,724	2,473
Real Estate Transfer Tax Stamps	985	1,178	1,111	1,038	990
Water Bill Payments Collected	58,662	58,808	59,029	59,366	76,251
Yard Waste Stickers	6,728	7,333	7,512	4,735	4,557
Parking Tickets Entered	13,786	11,983	12,080	11,618	19,091
Tickets sent to Collections	1,858	4,376	1,637	-	-
Vehicles Placed on Boot List	124	272	1	-	-

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Reviewed all outstanding accounts receivables for potential submission to Collection agency.
Ongoing. In April 2017, parking, ordinance, compliance violations, Red light camera fines and Ambulance & EMS fees were submitted to the Village new collection Agency Linebarger, Goggan, Blair & Sampson, LLP. Miscellaneous Accounts Receivable will be submitted before the end of the fourth quarter 2017.

Strategic Plan Goal #5: Effective Governance

- ✓ Provided training program for front line employees.
Completed. Staff will attend “How to deal with difficult people”, before the end of the fourth quarter.

Additional Accomplishments

- ✓ Successfully transitioned to the Village New Collection Agency the beginning of the second quarter.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Resubmit the Debt Recovery Program application.
It has been 2 years since the original Debt Recovery Program application has been submitted without getting any approval from the State. Even though we already have a new Collection Agency, it is important to also have the Debt Recovery program as means to recover uncollectible debts.

Strategic Plan Goal #4: Community Image & Identity

1. Remodel the Finance Counter to install another register.
Customers time is very important especially when they come to the Village to pay during their lunch hour. Adding another register will either reduce or eliminate customers waiting time during water monthly due date.

Strategic Plan Goal #5: Effective Governance

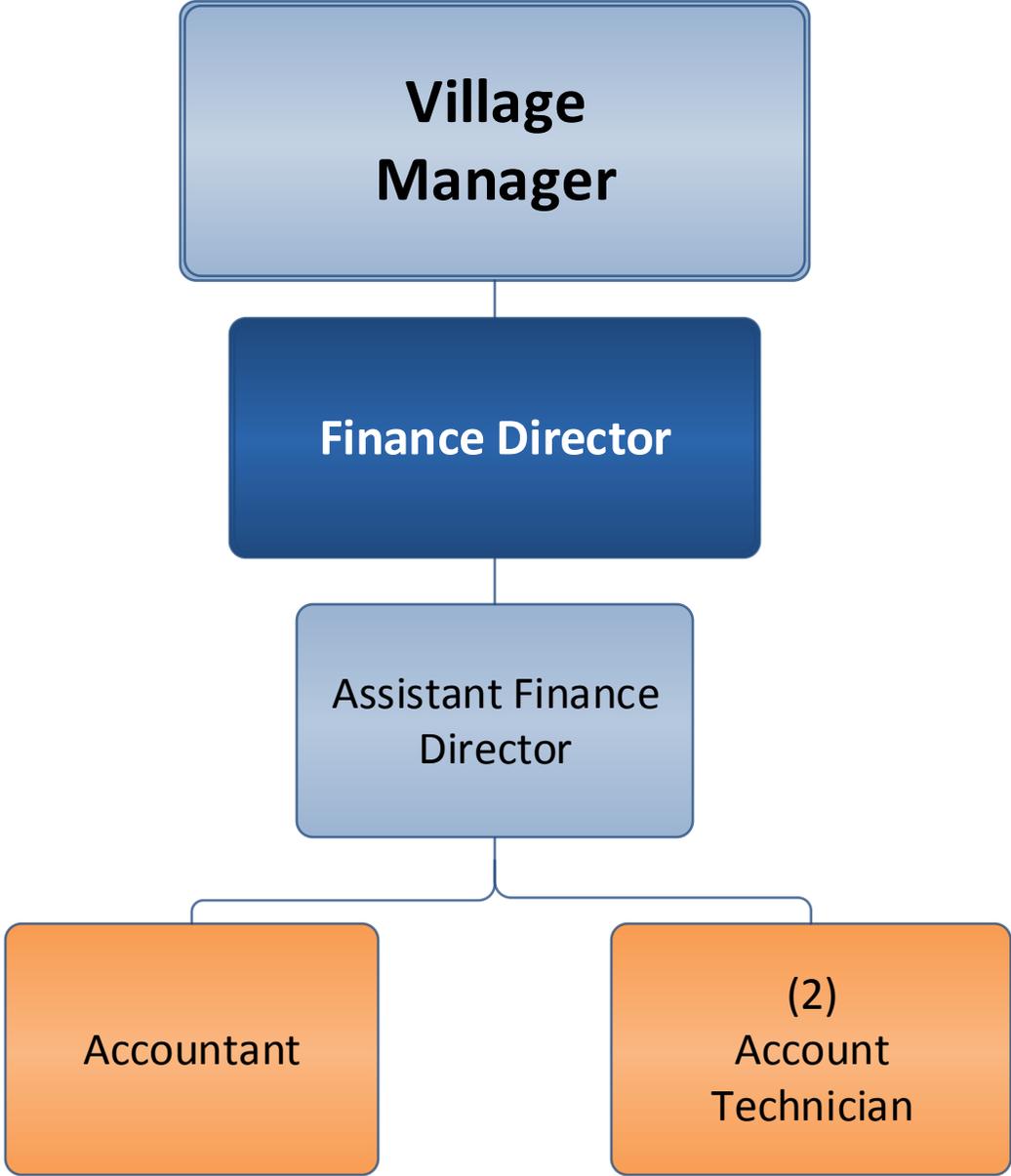
1. Continue training to front line employees.
Ongoing. Continue staff training on how to provide good customer service to internal and external customer. Continue to learn and explore New World System capabilities to help staff fulfill their tasks. Enhance their knowledge on use of Excel and Word.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 3200 - Collections

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries-Regular	\$ 69,849	\$ 80,231	\$ 100,731	\$ 103,705	\$ 107,900	\$ 110,166
401-412	Salaries-Part Time	1,751	-	7,054	18,521	4,500	4,212
401-421	Overtime Compensation	1,460	3,585	4,051	2,000	1,300	1,500
401-441	State Retirement	9,785	11,455	14,826	14,430	14,950	14,434
401-442	Social Security	5,279	6,704	8,845	9,649	8,923	8,830
401-444	Employee Insurance	15,574	13,963	9,793	11,269	28,650	28,260
Total Personnel Services		<u>103,698</u>	<u>115,937</u>	<u>145,300</u>	<u>159,574</u>	<u>166,223</u>	<u>167,402</u>
402-411	Office Supplies	3,433	7,491	7,411	7,450	7,450	7,450
Total Commodities		<u>3,433</u>	<u>7,491</u>	<u>7,411</u>	<u>7,450</u>	<u>7,450</u>	<u>7,450</u>
403-412	Postage	3,133	359	275	1,200	275	500
403-461	Consulting Services	-	3,216	9,955	-	-	-
403-471	Schools / Conferences / Meetings	-	-	459	600	600	600
403-472	Transportation	-	-	-	75	75	75
Total Contractual Services		<u>3,133</u>	<u>3,575</u>	<u>10,689</u>	<u>1,875</u>	<u>950</u>	<u>1,175</u>
Total Collections		<u>\$ 110,264</u>	<u>\$ 127,004</u>	<u>\$ 163,400</u>	<u>\$ 168,899</u>	<u>\$ 174,623</u>	<u>\$ 176,027</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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Number of invoices Processed	9,574	8,725	7,787	7,549	8,217
Number of Purchase Orders Processed	150	158	1,852	98	133
Number of Checks Issued	3,857	3,665	3,217	3,314	3,823

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Continued to monitor federal and state legislative issues particularly on pension reform and revenue. To appropriately budget and account for any required changes.
Ongoing. The department will follow the State budget process and act on any changes in the shared revenue sources. The department will present other revenue options as needed.
- ✓ Continued to enhance the presentation of information in the Certification of Achievement for Excellence in Financial Reporting (CAFR) Award submission.
Completed. The Village received the FY2015 GFOA Certificate of Achievement for Excellence in Financial Reporting.

Additional Accomplishments

- Earned the GFOA Distinguished Budget presentation Award for FY2017 Annual Budget.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Provide financial reporting and present more fiscal transparency.
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.
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. Utilize the New World asset tracking system.
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.
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.
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, 2018

Fund 010 - General Fund

Department 3300 - General Accounting

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 80,695	\$ 78,710	\$ 93,973	\$ 97,507	\$ 97,700	\$ 98,929
401-421	Overtime Compensation	1,641	1,031	2,383	1,500	900	1,200
401-441	State Retirement	12,546	11,329	22,987	13,704	13,400	13,448
401-442	Social Security	6,375	6,561	7,579	7,895	7,841	8,003
401-444	Employee Insurance	7,589	10,715	14,157	18,807	18,447	19,482
Total Personnel Services		108,846	108,346	141,080	139,413	138,288	141,062
402-411	Office Supplies	193	308	387	300	380	400
402-413	Memberships / Subscriptions	505	-	537	940	1,025	1,025
402-499	Miscellaneous Expense	-	-	761	600	600	600
Total Commodities		698	308	1,686	1,840	2,005	2,025
403-412	Postage	1,545	2,858	3,199	2,900	2,700	2,900
403-436	Maintenance Agreements	1,218	1,827	1,827	1,900	1,606	1,900
403-451	Equipment Rentals	1,960	-	-	-	-	-
403-461	Consulting Services	3,605	-	-	-	-	-
403-463	Auditing Services	22,798	32,063	23,230	28,465	27,000	24,200
403-470	Binding & Printing	398	2,015	2,654	2,950	2,900	2,950
403-471	Schools / Conferences / Meetings	-	285	166	600	600	600
403-472	Transportation	-	26	26	75	75	75
403-496	Collection Fee Service	4,826	-	-	5,200	5,200	5,200
403-499	Miscellaneous Expense	10,532	19,902	55,194	20,450	27,550	31,100
Total Contractual Services		46,882	58,975	86,295	62,540	67,631	68,925
Total General Accounting		\$ 156,426	\$ 167,629	\$ 229,061	\$ 203,793	\$ 207,924	\$ 212,012

3500 – General Administrative Services



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 3500 - Administrative Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ -	\$ -	\$ -	\$ 232,907	\$ -	\$ 515,723
401-427	Language Proficiency	17,689	20,645	19,150	22,250	21,300	22,250
401-441	State Retirement	3,652	8,427	7,358	14,739	7,900	35,791
401-442	Social Security	2,891	4,119	4,754	30,950	4,350	47,317
401-444	Employee Insurance	204	-	-	-	-	-
401-445	Special Pension	25,319	42,552	51,278	43,366	52,500	40,990
401-446	Unemployment Compensation	4,775	31,801	24,530	32,000	33,950	35,400
Total Personnel Services		54,530	107,544	107,071	376,212	120,000	697,471
403-411	Telephone	691	1,205	526	1,236	-	-
403-413	Light & Power	1,186	1,658	1,616	1,800	1,765	1,800
403-414	Natural Gas	32,327	25,529	18,493	21,600	21,212	21,600
403-421	Liability Insurance Program	351,510	444,116	482,051	493,400	526,039	355,627
403-453	Furniture Replacement	-	20,000	20,000	-	-	-
403-461	Consulting Services	2,638	18,044	-	-	-	-
403-462	Legal Services	255,550	298,624	371,638	300,950	304,100	309,630
403-483	Shelter Inc.	-	1,000	2,000	-	-	-
403-485	Miscellaneous Programs	27,298	8,500	15,891	25,202	25,343	21,702
403-487	PACE Bus Service	10,453	-	-	-	-	-
403-488	Park District - Youth Programs	825	2,775	2,475	-	-	-
403-495	W.A.Y.S.	2,000	2,000	2,000	-	-	-
403-498	Contingency	-	-	-	15,000	1,000	15,000
Total Contractual Services		684,478	823,450	916,689	859,188	879,459	725,359
Total Administrative Services		\$ 739,008	\$ 930,994	\$ 1,023,759	\$ 1,235,400	\$ 999,459	\$ 1,422,830

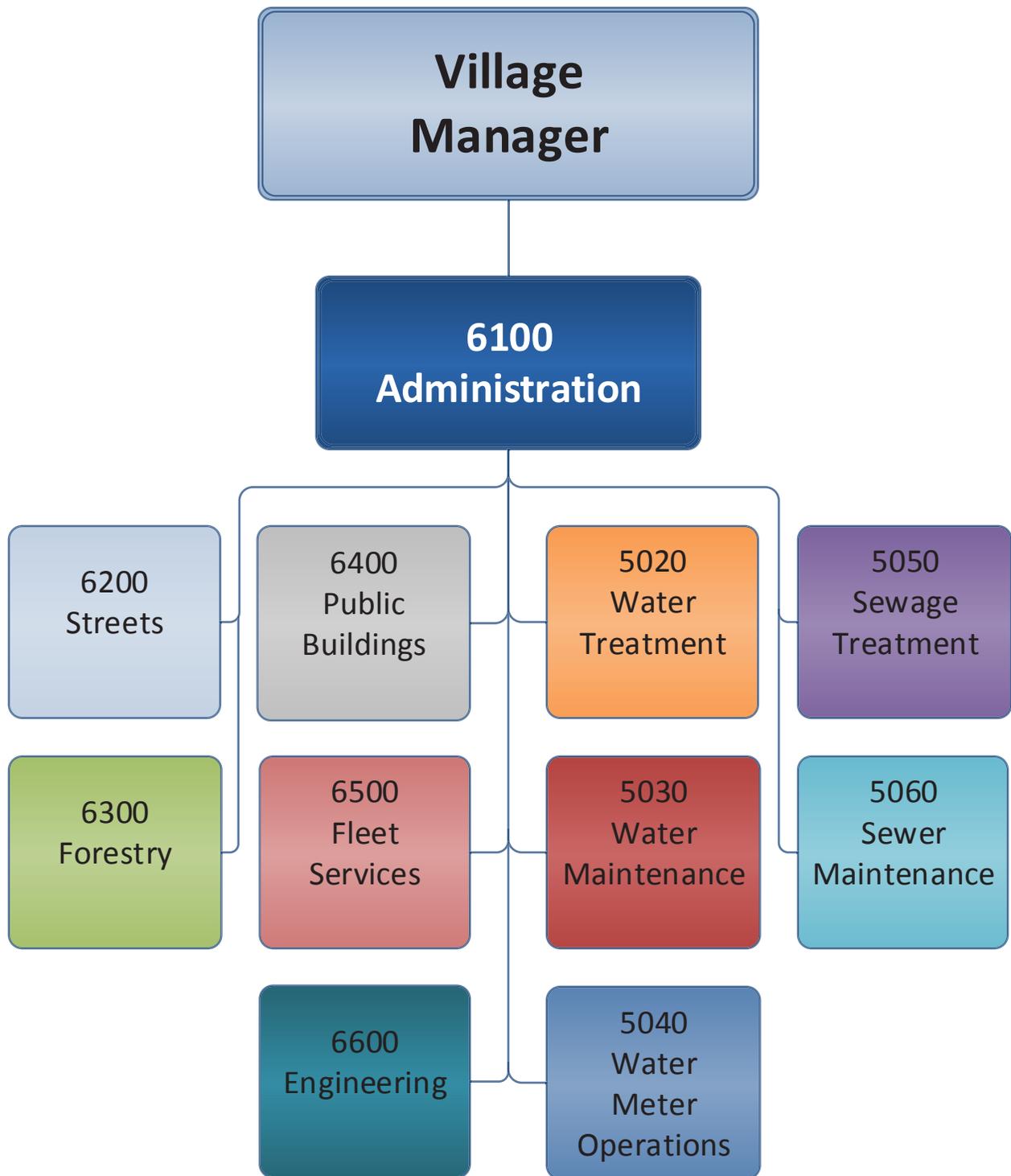
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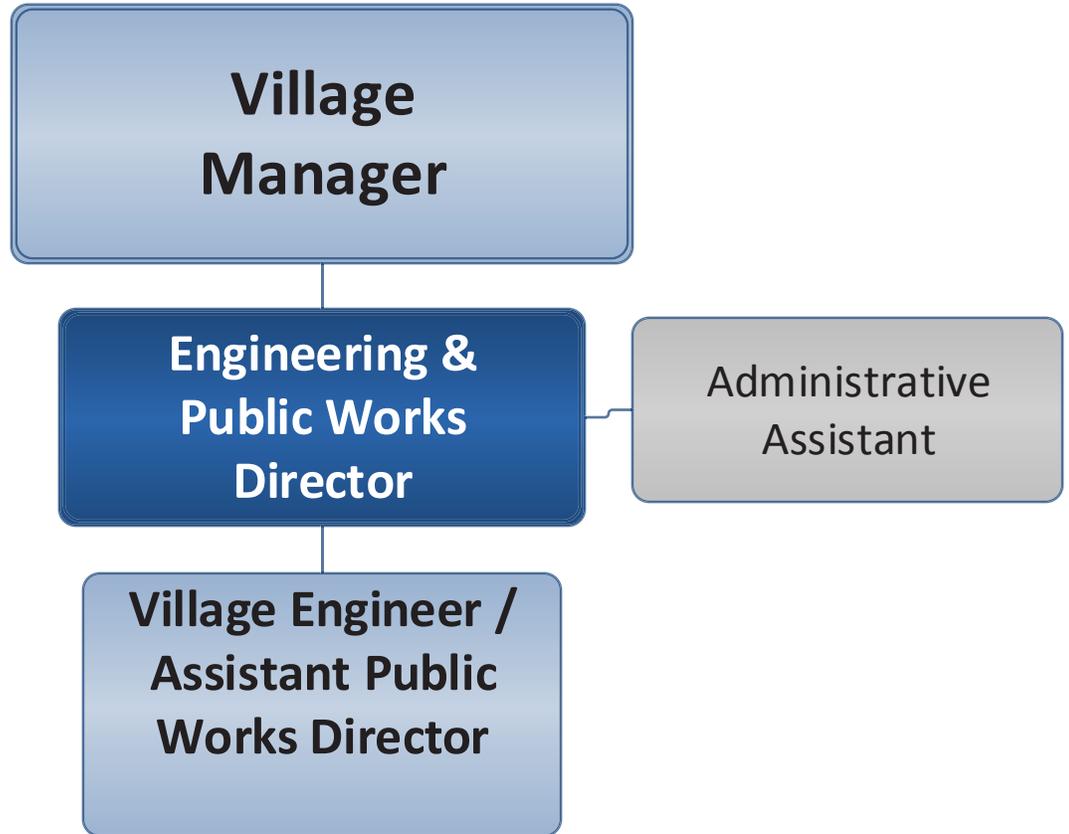
PUBLIC WORKS DEPARTMENT

Cost Control Centers

Administration	6100
Streets	6200
Forestry	6300
Public Buildings	6400
Fleet Services	6500
Engineering	6600
MWRD Fields	6700

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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Number of Full Time Employees	46	46	46	46	47
Number of Part Time Employees	4	4	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	9	7	3	5	6
Worker Compensation Losses	\$19,433	\$29,179	\$57,723	\$10,753	\$7,296
All Other Claims	8	12	7	8	12
Non-Worker Compensation Losses	\$44,748	\$50,921	\$69,985	\$18,835	\$80,691
Total Claims	17	12	10	13	18
Total Losses	\$64,181	\$80,100	\$127,708	\$29,588	\$87,987
Total Expenditures	\$4,064,738	\$3,888,125	\$3,792,615	\$3,962,391	\$3,874,429
Cost of Services Per Capita	\$105.13	\$102.39	\$99.88	\$104.35	\$102.03

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Work with stakeholder organization to improve Hanover Park Sports Complex.
Third quarter. Fencing project is underway.
- ✓ Successfully design and implement modifications to the foyer/front counter of the Village Hall.
Third and fourth quarter. Project is underway.

Strategic Plan Goal #5: Effective Governance

- ✓ Reevaluate Engineering Organization Design.
First quarter. Change in Engineering Tech roles.
- ✓ Have workspace reviewed for ergonomic compliance. (Fourth Quarter)
Not completed. This review will not take place in the near future.

Additional Accomplishments

- ✓ Working with METRA to raise rates at commuter parking lot.
- ✓ Finalize agreement with Verizon to finalize payment for back rent.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Review fleet longevity in service for possible increase.
Third and fourth quarter. Review with Fleet Services Manager the possibility of increasing replacement time of vehicles.

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Assist Community Development with development opportunities.
First through fourth quarter.
2. Evaluate burying utility lines along Irving Park Road.
Second through third quarter.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

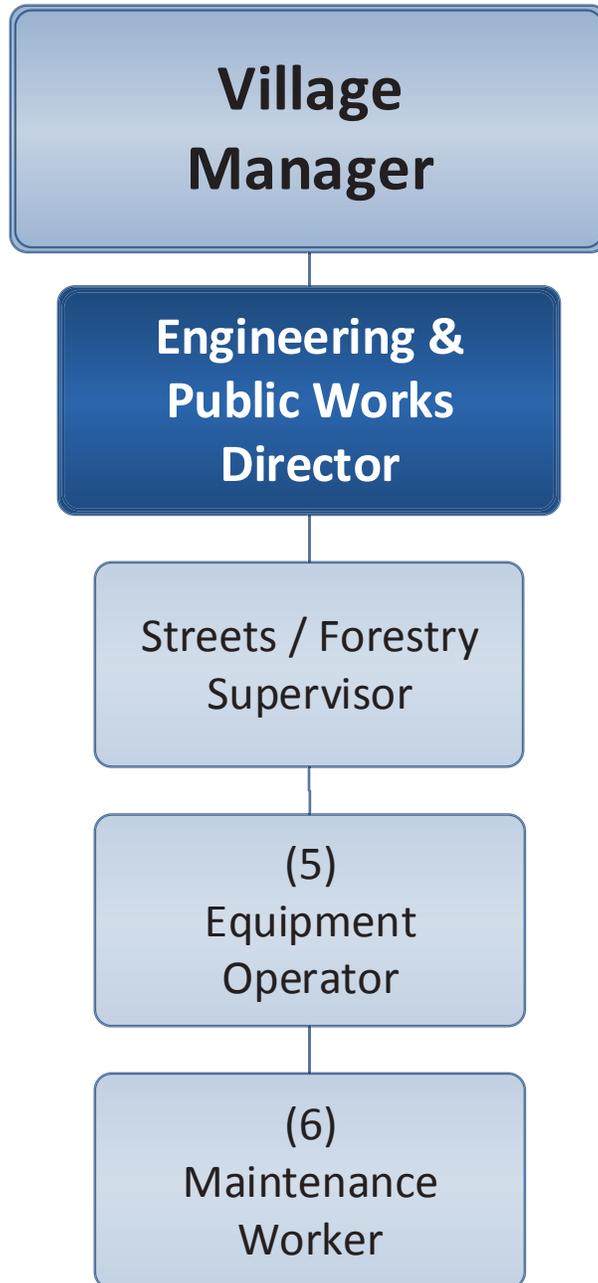
1. Continue Village Hall Improvements.
First through fourth quarter. Complete Village Hall improvements that have been taking place over the past several years.
2. Implement a process to more carefully manage and track maintenance of infrastructure assets.
First through fourth quarter. This will include the implementation of a software package that will automate some maintenance functions of tracking infrastructure.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6100 - Public Works Administration

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 62,989	\$ 85,377	\$ 110,956	\$ 109,814	\$ 109,814	\$ 110,135
401-421	Overtime Compensation	496	1,483	872	900	1,600	900
401-441	State Retirement	9,204	11,388	15,671	14,726	14,726	14,295
401-442	Social Security	4,085	6,561	7,859	8,401	8,401	8,425
401-444	Employee Insurance	9,740	15,339	18,094	15,173	15,173	20,379
Total Personnel Services		<u>86,514</u>	<u>120,149</u>	<u>153,452</u>	<u>149,014</u>	<u>149,714</u>	<u>154,134</u>
402-411	Office Supplies	420	1,137	1,279	1,045	1,000	1,045
402-413	Memberships / Subscriptions	150	1,855	2,088	1,750	1,750	250
402-436	Photo Supplies	-	-	140	-	-	-
Total Commodities		<u>570</u>	<u>2,991</u>	<u>3,507</u>	<u>2,795</u>	<u>2,750</u>	<u>1,295</u>
403-412	Postage	527	962	881	600	600	600
403-436	Maintenance Agreements	253	390	358	1,180	1,400	800
403-451	Equipment Rentals	964	1,446	1,446	1,550	1,750	1,550
403-452	Vehicle Maintenance & Replacement	1,870	1,870	1,870	-	-	-
403-461	Consulting Services	23,805	53,891	-	-	-	-
403-471	Schools / Conferences / Meetings	235	2,187	2,804	2,420	2,300	2,800
403-472	Transportation	-	412	398	550	550	550
403-489	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000	1,000
Total Contractual Services		<u>28,654</u>	<u>62,158</u>	<u>8,757</u>	<u>7,300</u>	<u>7,600</u>	<u>7,300</u>
Total Public Works Administration		<u>\$ 115,738</u>	<u>\$ 185,298</u>	<u>\$ 165,716</u>	<u>\$ 159,109</u>	<u>\$ 160,064</u>	<u>\$ 162,729</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 sign posts.

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

PERFORMANCE ACTIVITIES AND MEASURES

Description of Measurement	2012	2013	2014	2015	2016
Miles of Streets	99.36	99.36	99.36	99.36	99.36
Miles of Public Sidewalks	155.15	155.15	155.15	155.15	155.15
Miles of Storm Sewer	112.9	112.9	112.9	112.9	112.9
Number of Storm Sewer Structures	6,422	6,429	6,429	6,429	6,429
Number of Streetlight Poles	1,138	1,073	1,078	1,083	1,085
Cost of Annual Resurfacing Program	\$917,493	\$799,039	\$883,673	\$0	\$0
Street Division Graffiti Removal	66	49	46	21	33
Sidewalk Replaced (sq. ft.)	30,159	23,600	22,740	20,661	20,661
Curb and Gutter Replaced (lin. ft.)	3,709	2,188	2,188	2,882	2,882
Crack Sealing (lbs. installed)	21,777	22,680	18,780	16,129	16,666
Thermoplastic Pavement Markings (lin. ft. installed)	16,277	30,926	31,675	27,187	26,235
Number of Storm Sewer Basins Rebuilt	16	14	1	11	23
Number of Snow/Ice Responses	13	20	41	14	15

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Continued to provide quality snow and ice control for all residents and the motoring public.
Completed. First quarter. Quality snow and ice control was provided to residents and motoring public.
- ✓ Refreshed pavement markings ahead of school opening for 2018 School Year.
Completed. Second quarter. Pavement markings applied before the new school year began.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Continued 24-hour graffiti removal program to the betterment of the aesthetic appearance of the community.
Ongoing. Graffiti is removed as it is reported to Public Works.

Additional Accomplishments

- ✓ Assisted with three brush pickup cycles.
- ✓ Assisted Baseball Association with dug out and field upgrades.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Develop Asset Management System.
First through fourth quarter. Assist in Department-wide implementation of asset management system.
2. General Drainage Spot Repair.
Third quarter. Identify and correct chronic storm water system impairments.

Strategic Plan Goal #4: Community Image & Identity

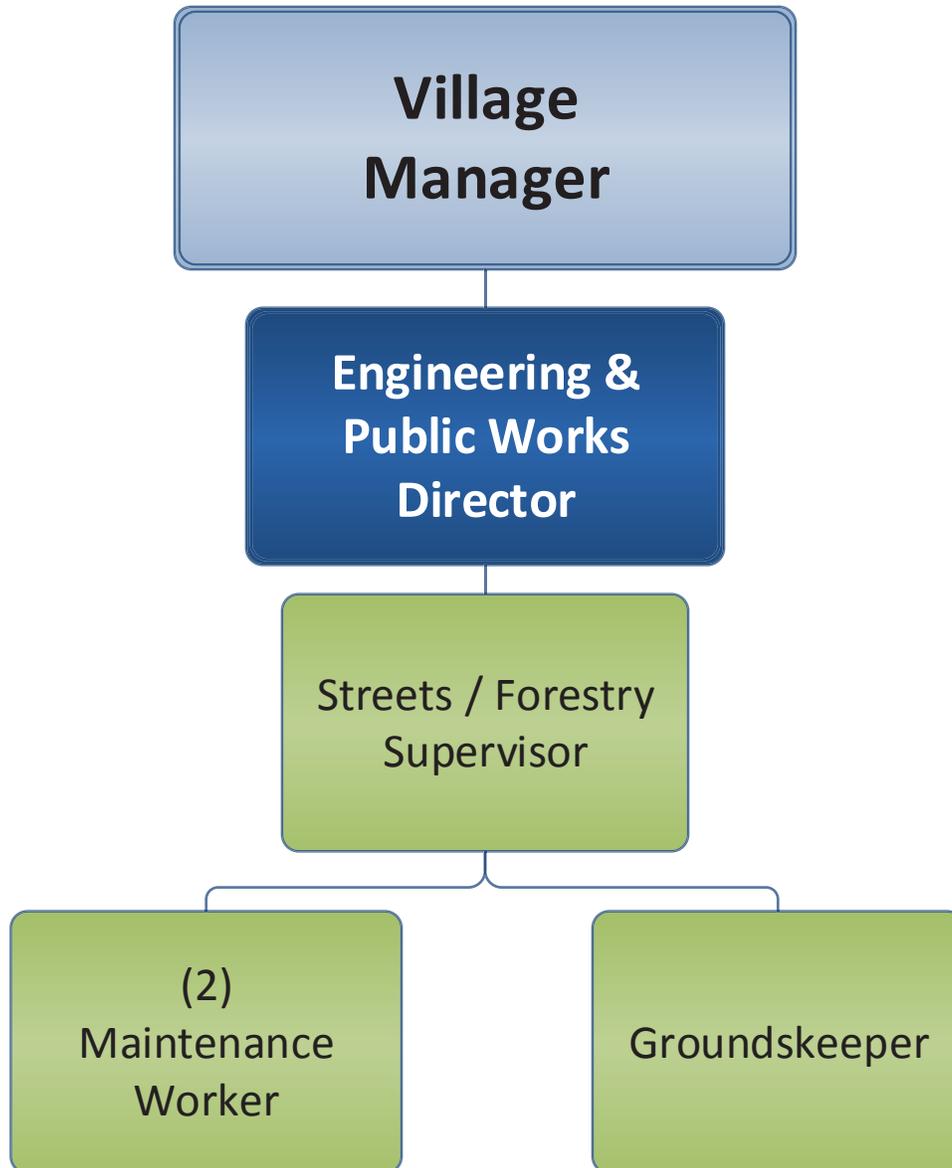
1. Design New Gateway & Entry Signage.
Third quarter. Design new gateway and entry signage with new logo to be implemented in 2019.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6200 - Streets

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 347,951	\$ 628,280	\$ 641,434	\$ 641,611	\$ 641,611	\$ 629,577
401-412	Salaries - Part - Time	4,507	15,364	11,974	21,600	21,600	21,600
401-421	Overtime Compensation	19,695	55,602	50,567	55,000	55,000	55,000
401-428	On Call Premium Pay	1,926	3,352	2,751	3,000	3,000	3,000
401-441	State Retirement	53,564	92,535	98,440	94,983	94,983	90,394
401-442	Social Security	26,594	54,658	53,224	55,650	55,650	54,958
401-444	Employee Insurance	92,714	146,174	134,203	141,191	141,191	174,730
Total Personnel Services		546,952	995,966	992,593	1,013,035	1,013,035	1,029,259
402-411	Office Supplies	88	55	16	-	-	-
402-413	Memberships / Subscriptions	150	65	215	245	400	245
402-427	Materials & Supplies	45,972	100,348	104,372	100,000	103,000	107,000
402-431	Uniforms	1,416	2,603	3,895	4,000	4,000	4,000
402-433	Safety & Protective Equipment	2,442	2,096	3,186	3,000	3,000	3,000
402-434	Small Tools	4,252	2,451	629	2,000	2,000	2,000
402-499	Miscellaneous Expense	-	109	85	-	-	-
Total Commodities		54,319	107,728	112,398	109,245	112,400	116,245
403-433	M & R - Communication Equipment	503	-	-	-	-	-
403-435	M & R - Streets & Bridges	7,964	112,812	84,961	111,800	110,000	111,800
403-439	M & R - Accident Claims	9,320	6,080	1,910	5,000	13,000	5,000
403-452	Vehicle Maintenance & Replacement	244,070	227,090	252,778	228,389	228,389	245,035
403-471	Schools / Conferences / Meetings	1,516	2,777	3,667	5,000	5,000	5,000
403-472	Transportation	-	25	456	500	500	500
Total Contractual Services		263,373	348,784	343,772	350,689	356,889	367,335
Total Streets		\$ 864,644	\$ 1,452,479	\$ 1,448,762	\$ 1,472,969	\$ 1,482,324	\$ 1,512,839



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	2012	2013	2014	2015	2016
Number of Parkway Trees Planted	0	140	54	300	660
Number of Parkway Trees Trimmed:					
Contractual	1,640	1,652	1,607	1,105	1,570
In-House	483	218	384	410	466
Brush Pickup Program (Cubic Yards Collected)	1,640	1,400	1,400	1,090	1,095
Annual Cost	\$72,842	\$67,161	\$67,161	\$60,310	66,347
Cost per Cubic Yard Collected	\$47.46	\$47.97	\$47.97	\$55.33	\$60.59
Leaf Pickup Program (Cubic Yards Collected)	540	600	600	500	720

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Planted approximately 500 trees on Village parkways as part of a reforestation project. *Completed. Second and fourth quarters. Half of the trees were planted in the second quarter and the remaining planted in the fourth quarter.*
- ✓ Pruned and maintained municipal parkway trees to provide a vibrant and safe urban forest. *Ongoing. Continued to prune and maintain parkway trees as needed.*

- ✓ Contractual design and planting of the raised planter boxes along Lake Street to improve appearance.
Completed Third quarter. Design and planting of the planter boxes is complete.
- ✓ Further design improvements to the Village entrance signs to improve the appearance of the Village.
Completed Third quarter. Design of new signs has been completed.
- ✓ Continued to renew the urban forest from the effects of the Emerald Ash Borer.
Ongoing. Continue to replace parkway trees.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Plant Trees to Replace Ash Trees Removed (First and Third Quarter).
First and third quarter. Plant approximately 500 trees on Village parkways as part of a reforestation project.

Strategic Plan Goal #4: Community Image & Identity

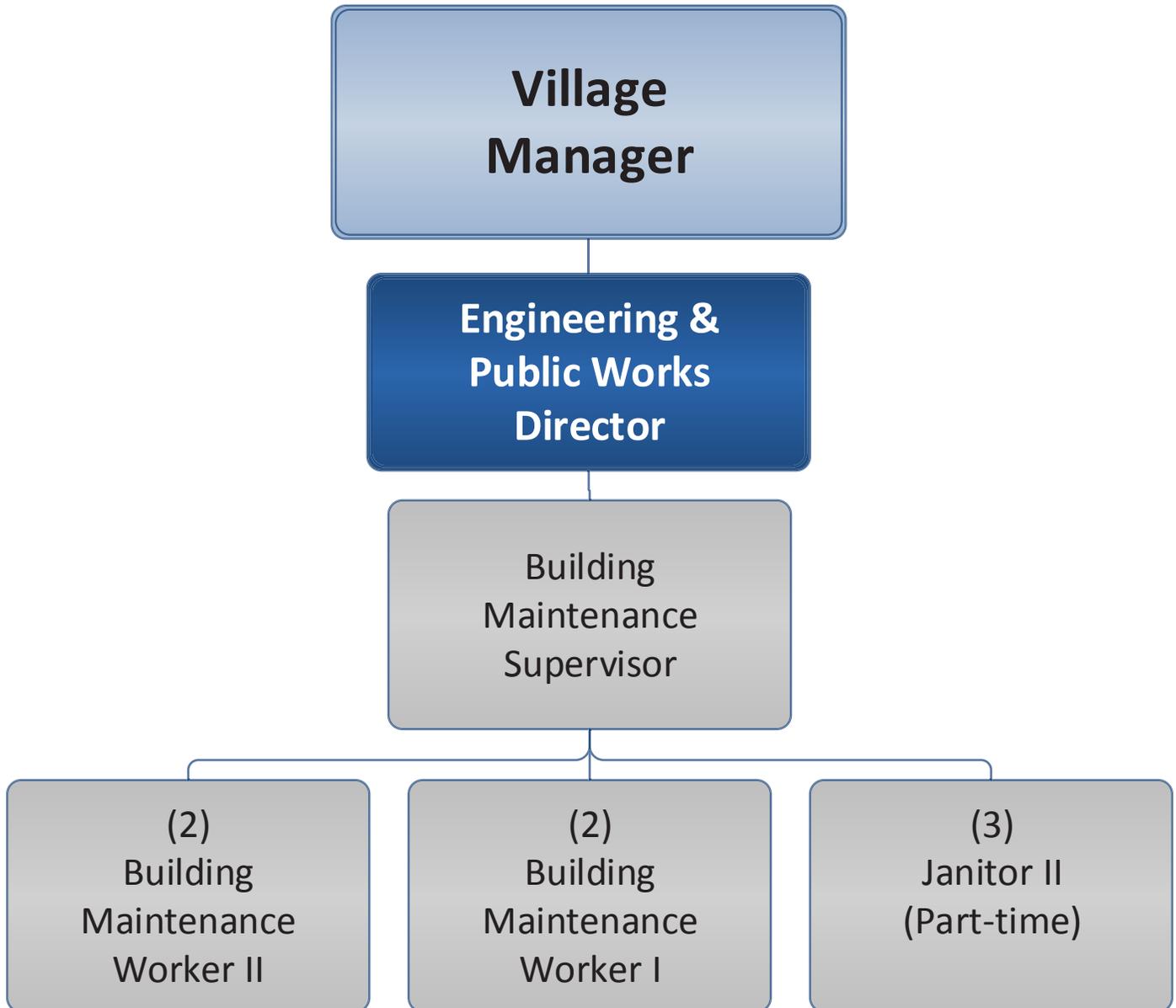
1. Purchase and Install New Banners.
First quarter. Purchase and install new banners for Village's 60th Anniversary.
2. Holiday Decorations.
Third quarter. Purchase new holiday decorations for new lights on Barrington Road.
3. Complete landscape improvements in the Historic District.
Second and third quarter. Rework entrances to the Historic District and add additional plantings throughout the Ontarioville/Historic District area.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6300 - Forestry

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 77,075	\$ 125,706	\$ 120,913	\$ 127,732	\$ 127,732	\$ 127,732
401-412	Salaries - Part - Time	6,640	15,093	10,520	18,000	10,000	28,800
401-421	Overtime Compensation	1,552	9,023	8,410	11,000	5,000	11,000
401-428	On Call Premium Pay	-	1,187	734	350	350	350
401-441	State Retirement	10,756	18,921	18,214	19,230	19,230	18,681
401-442	Social Security	6,069	12,203	10,591	13,122	13,122	12,384
401-444	Employee Insurance	6,385	22,882	28,254	49,214	49,214	33,222
Total Personnel Services		108,477	205,015	197,636	238,648	224,648	232,169
402-413	Memberships / Subscriptions	375	195	401	300	300	300
402-427	Materials & Supplies	9,611	10,949	14,851	7,000	9,000	9,000
402-429	Parts & Accessories - Non - Auto	131	1,125	511	2,000	2,000	1,000
402-431	Uniforms	848	1,479	827	2,000	2,000	1,700
402-433	Safety & Protective Equipment	382	964	1,083	2,000	2,000	1,000
402-434	Small Tools	1,392	1,556	800	1,500	1,000	1,000
Total Commodities		12,738	16,268	18,474	14,800	16,300	14,000
403-433	M & R - Communication Equipment	85	-	-	-	-	-
403-434	M & R - Buildings	267	557	4,908	3,600	4,500	9,600
403-435	M & R - Streets & Bridges	161,362	234,721	165,638	216,771	216,771	200,771
403-438	Maintenance - Forestry	27,760	46,165	70,269	60,000	60,000	55,000
403-439	M & R - Accident Claims	235	8,332	-	-	-	-
403-452	Vehicle Maintenance & Replacement	29,896	24,667	37,391	35,564	35,564	35,284
403-471	Schools / Conferences / Meetings	517	415	919	1,000	1,200	1,000
Total Contractual Services		220,121	314,857	279,125	316,935	318,035	301,655
Total Forestry		\$ 341,337	\$ 536,141	\$ 495,234	\$ 570,383	\$ 558,983	\$ 547,824



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Renovated Public Works front counter area.
Completed. Fourth quarter. The renovation to Public Works gives added security to the building.
- ✓ Renovated kitchen/work out room and kitchen at Fire Station #2, and replace carpet in the living quarters.
Completed. Fourth quarter. The renovation was needed to update and enhance these areas.

Additional Accomplishments

- ✓ Installed Military Working Dog sculpture.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

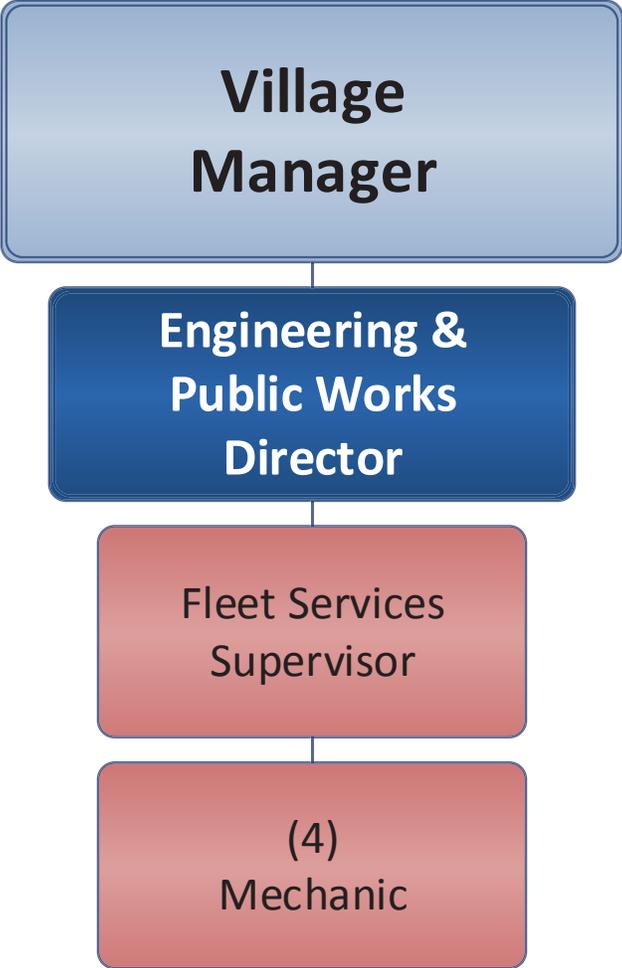
1. Replace roof in Village Hall over Administration area.
Third quarter. This is the original roof and has deteriorated to the point that it is now leaking.
2. Remodel Public Works washrooms.
Second quarter. Ceramic tile on walls is failing and sliding down the walls, and the floors are breaking apart.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6400 - Public Buildings

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 111,192	\$ 160,317	\$ 160,639	\$ 159,962	\$ 159,962	\$ 160,796
401-412	Salaries - Part - Time	17,895	35,269	30,324	47,858	47,858	51,099
401-421	Overtime Compensation	7,510	6,673	8,599	10,000	8,000	8,000
401-428	On Call Premium Pay	2,206	5,029	5,186	6,680	6,680	6,680
401-441	State Retirement	16,409	22,739	24,654	24,696	24,696	24,095
401-442	Social Security	10,057	16,115	15,648	17,685	17,685	17,997
401-444	Employee Insurance	26,391	29,842	25,634	32,366	32,366	33,816
Total Personnel Services		191,660	275,984	270,683	299,247	297,247	302,483
402-411	Office Supplies	93	44	90	265	265	100
402-413	Memberships / Subscriptions	166	-	-	-	-	-
402-427	Materials & Supplies	32,466	41,823	54,872	50,000	50,000	50,000
402-428	Cleaning Supplies	13,260	20,131	20,169	20,500	20,500	20,000
402-429	Parts & Accessories - Non - Auto	11,464	14,403	15,586	15,000	15,000	15,000
402-431	Uniforms	2,289	3,751	3,101	3,875	3,875	3,875
402-433	Safety & Protective Equipment	1,129	2,191	2,287	2,400	2,400	2,400
402-434	Small Tools	1,100	1,567	1,420	3,800	1,500	1,500
Total Commodities		61,966	83,909	97,525	95,840	93,540	92,875
403-434	M & R - Buildings	27,071	70,853	54,435	64,100	64,100	62,000
403-436	Maintenance Agreements	74,246	139,117	150,835	142,150	142,150	138,650
403-437	M & R - Other Equipment	147	-	-	-	-	-
403-439	M & R - Accident Claims	4,997	-	-	-	-	-
403-452	Vehicle Maintenance & Replacement	13,887	13,022	16,447	12,973	12,973	12,973
403-471	Schools / Conferences / Meetings	553	856	1,072	1,000	1,000	1,000
Total Contractual Services		120,901	223,848	222,789	220,223	220,223	214,623
Total Public Buildings		\$ 374,527	\$ 583,741	\$ 590,997	\$ 615,310	\$ 611,010	\$ 609,981



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	2012	2013	2014	2015	2016
Number of Vehicles Maintained	152	154	154	154	155
Fleet Maintenance & Replacement Cost	\$1,205,179	\$1,100,773	\$1,220,027	\$1,235,530	\$1,215,076
Average Cost Per Vehicle	\$7,929	\$7,148	\$7,922	\$7,997	\$7,839
Miles Driven	894,727	922,518	964,817	957,423	936,418
Total Fleet Miles	5,984,621	6,087,347	6,114,517	6,027,802	5,972,421

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Reviewed life expectancy projections in vehicle replacement schedule for some vehicle classes. *Completed. Reviewed the current vehicle replacement schedule and agree with the current plan. We are extending the service life of specific vehicles based on usage, condition, and application. Several units have had delayed replacement, some for several years, based on our individual evaluations.*
- ✓ Expanded internet based training and resources for mechanics. *Ongoing. We have had mechanics take on-line courses to meet requirements and to expand their technical skills. We have also expanded the use of on-line computer technical data for equipment research and repair info.*
- ✓ Expanded mechanics training to insure all mechanics are trained to repair all equipment. *Ongoing. We have made an effort to ensure that the newer mechanics are trained in all technical areas. This includes some of the heavy equipment and fire equipment issues.*
- ✓ Investigated methods of controlling visitor access, limit exposure to environmental hazards, and improve mechanic fall protection and other safety considerations in mechanic’s shop. *Third quarter. We have started this goal and have improved security of the building, limiting access to Fleet. We still plan to create a safety plan for the Fleet shop, to included improved fall protection.*

Additional Accomplishments

- ✓ Redesigned sign truck for safer and more efficient operation.
- ✓ Updated fuel system to new personal computer based program with interface to our Fleet Maintenance program.
- ✓ Increased operator training on specialized equipment; forklift, skyjack, and mowers.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. New snowplow technologies.

Fourth quarter. Research new technologies in snow plows to lower operating costs and improve the safety of roads for residents. There is currently several new snow plow designs utilizing previously unavailable materials and suspension systems. They have the potential to improve the quality of the plowing, lower noise for operators and residents, lessen the long-term impact on the operator's bodies, and lower total costs due to fewer mechanical breakdowns and replacement parts.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Implement a GPS Based Vehicle Tracking System for Large Fleet.

Third quarter. This would be utilized to document the location of work performed like brush pickup and truck usage for salt and materials. This would be installed on the large vehicle fleet to start, with possible future rollout to smaller fleet if successful. This will be used to manage fleet location and work performance of large fleet operations.

Strategic Plan Goal #4: Community Image & Identity

1. Extend products and services to other taxing bodies.

Third quarter. Research the possibility of extending fleet services to other taxing bodies. This would include supplying fuel and/or fleet maintenance to other municipal clients. The Village began preliminary discussions with the Bartlett Fire Protection District to provide such services.

Strategic Plan Goal #5: Effective Governance

1. Snow plow operator training.

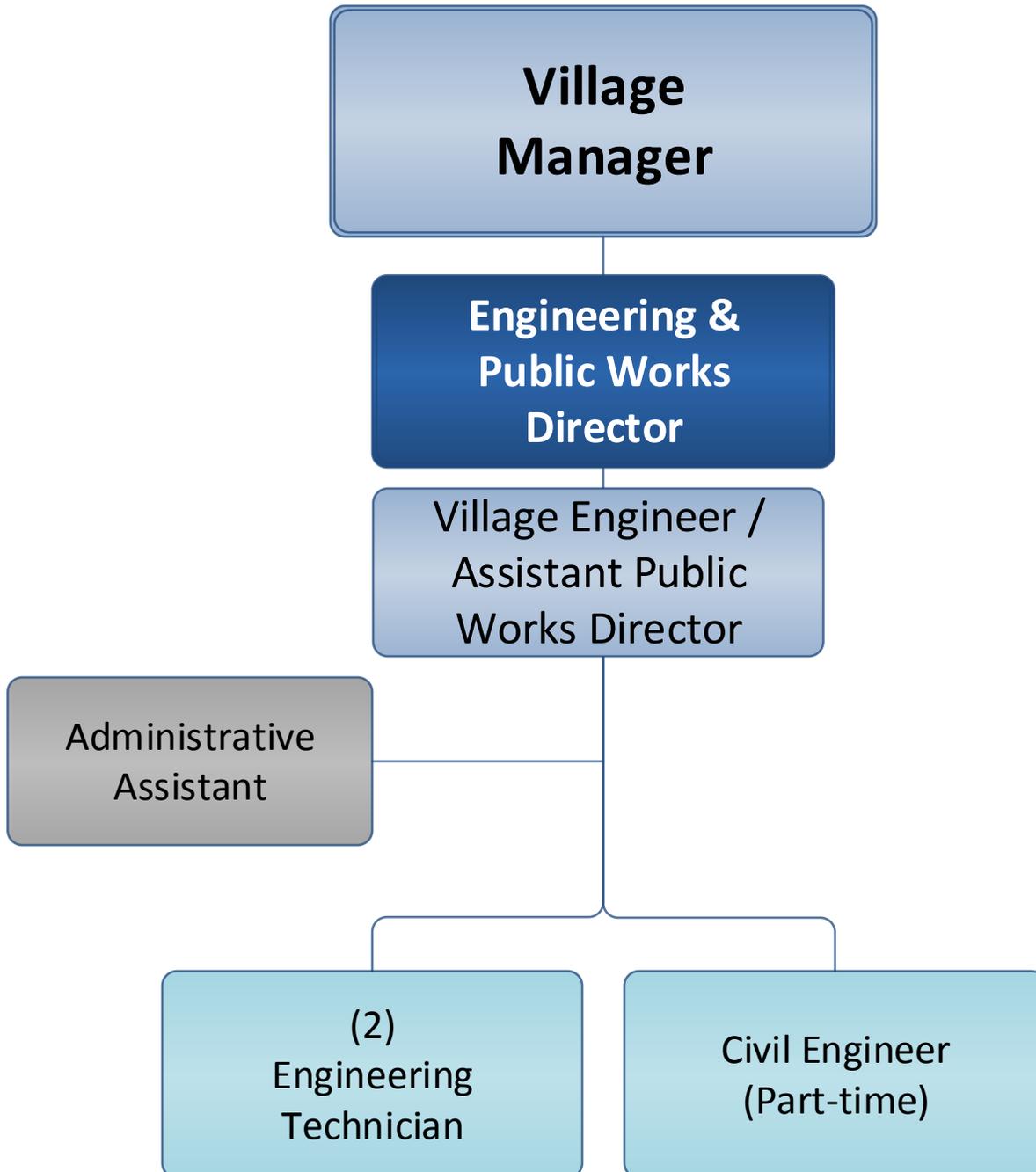
Third quarter. Initiate annual Snow Plow Operator Training (SPOT) for all personnel working on snow and ice management and removal. Goal is to achieve better results with increased safety.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6500- Fleet Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 215,339	\$ 311,646	\$ 304,071	\$ 302,286	\$ 302,286	\$ 300,643
401-421	Overtime Compensation	5,319	6,775	6,235	7,000	7,000	7,000
401-441	State Retirement	32,253	42,954	44,114	42,409	42,409	40,874
401-442	Social Security	16,087	24,912	23,622	25,589	25,589	25,566
401-444	Employee Insurance	33,009	47,114	43,584	61,253	61,253	62,831
	Total Personnel Services	302,007	433,400	421,626	438,537	438,537	436,914
402-411	Office Supplies	398	44	187	400	400	200
402-413	Memberships / Subscriptions	600	3,145	5,250	5,150	7,400	8,150
402-414	Books / Publications / Maps	-	2,540	1,562	3,000	3,000	2,000
402-421	Gasoline & Lube	293,374	204,872	173,035	225,375	204,000	203,990
402-422	Automotive Parts	73,956	108,059	85,228	110,000	110,000	100,000
402-423	Communications Parts	3,843	712	1,975	3,500	2,500	2,000
402-427	Materials & Supplies	9,999	15,964	15,041	17,200	17,200	15,200
402-429	Parts & Accessories - Non - Auto	8,303	24,128	17,117	20,000	30,000	24,000
402-431	Uniforms	466	1,182	715	900	900	900
402-433	Safety & Protective Equipment	1,080	924	885	1,000	1,800	1,000
402-434	Small Tools	4,020	5,801	6,437	6,000	6,000	5,000
	Total Commodities	396,039	367,371	307,432	392,525	383,200	362,440
403-412	Postage	-	44	31	50	50	50
403-431	M & R - Auto Equipment	37,701	77,009	86,850	75,000	75,000	78,500
403-433	M & R - Communication Equipment	-	-	35	-	-	-
403-436	Maintenance Agreements	-	94	-	-	-	-
403-437	M & R - Other Equipment	6,765	18,737	13,543	15,000	17,000	16,000
403-451	Equipment Rentals	381	1,940	686	2,000	2,000	2,000
403-452	Vehicle Maintenance & Replacement	6,195	6,195	6,195	3,619	3,619	3,619
403-461	Consulting Services	15,970	-	-	-	-	-
403-468	Uniform Rentals	2,961	4,568	4,907	4,900	4,900	5,000
403-469	Testing Services	-	3,034	3,407	2,500	2,500	2,500
403-471	Schools / Conferences / Meetings	2,881	3,611	4,173	4,500	4,500	4,000
403-472	Transportation	377	1,115	1,228	1,450	1,200	1,200
403-499	Miscellaneous Expense	1,701	2,414	1,386	2,200	2,800	2,500
	Total Contractual Services	74,933	118,760	122,440	111,219	113,569	115,369
	Total Fleet Services	\$ 772,979	\$ 919,530	\$ 851,498	\$ 942,281	\$ 935,306	\$ 914,723



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Coordinated Phase 1 & 2 engineering for Arlington Drive Bridge Replacement project.
Ongoing.
- ✓ Coordinated Engineering and oversaw 2017 Road Program.
Ongoing.
- ✓ Engineering design & construction of water main, storm sewer, and parking lot projects.
Completed. Third quarter.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Coordinate Phase 3 engineering and construction of Barrington Road Street Lighting.
Completed. First through third quarters.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Begin infrastructure needs analysis.
First quarter.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Coordinate Phase 2 & 3 engineering and construction of Greenbrook Court water main and resurfacing.
First through third quarters. Staff will oversee design, bidding, and construction of this CDBG funded project.
2. Utilize innovative pavement treatments to extend pavement life.
First quarter. Staff will investigate pavement treatments such as Reclamite and CRF to extend pavement life and lower replacement costs.
3. Coordinate completion of Phase 2 engineering of Arlington Drive Bridge Replacement.
First through fourth quarter. Staff will work with IDOT and consultant.

Strategic Plan Goal #4: Community Image & Identity

1. Oversee final engineering and construction of Hawk Hollow path.
Second quarter.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6600 - Engineering

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 94,763	\$ 146,752	\$ 173,033	\$ 229,125	\$ 229,125	\$ 214,249
401-412	Salaries - Part - Time	-	-	-	-	-	4,920
401-421	Overtime Compensation	8,523	16,105	14,321	10,000	10,000	10,000
401-441	State Retirement	14,891	21,621	39,457	31,869	31,869	28,784
401-442	Social Security	7,452	12,569	14,100	18,094	18,094	16,860
401-444	Employee Insurance	25,884	33,381	29,355	48,378	48,378	48,170
Total Personnel Services		151,512	230,428	270,265	337,466	337,466	322,983
402-411	Office Supplies	1,076	1,126	732	1,000	1,000	1,000
402-413	Memberships / Subscriptions	-	-	270	565	565	770
402-427	Materials & Supplies	89	4,173	388	400	400	400
402-431	Uniforms	-	116	275	300	300	400
402-433	Safety & Protective Equipment	250	317	444	400	400	450
402-434	Small Tools	57	77	117	100	100	100
Total Commodities		1,472	5,808	2,227	2,765	2,765	3,120
403-412	Postage	70	77	151	200	300	200
403-432	M & R - Office Equipment	-	43	-	-	-	-
403-435	M & R - Street & Bridges	-	2,655	-	-	-	-
403-436	Maintenance Agreements	1,176	1,176	1,376	1,200	1,200	1,200
403-452	Vehicle Maintenance & Replacement	7,174	4,571	8,379	8,379	8,379	6,625
403-461	Consulting Services	-	37,617	36,363	28,500	28,500	30,000
403-464	Engineering Services	-	1,576	2,395	-	-	-
403-471	Schools / Conferences / Meetings	-	1,252	1,038	1,850	1,850	1,850
403-472	Transportation	-	-	28	300	300	300
Total Contractual Services		8,420	48,967	49,730	40,429	40,529	40,175
Total Engineering		\$ 161,405	\$ 285,203	\$ 322,222	\$ 380,660	\$ 380,760	\$ 366,278

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 6700 - Metropolitan Water Reclamation District Property

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
403-435	M & R - Streets & Bridges	\$ 14,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total Contractual Services		<u>14,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total MWRD Fields		<u>\$ 14,000</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

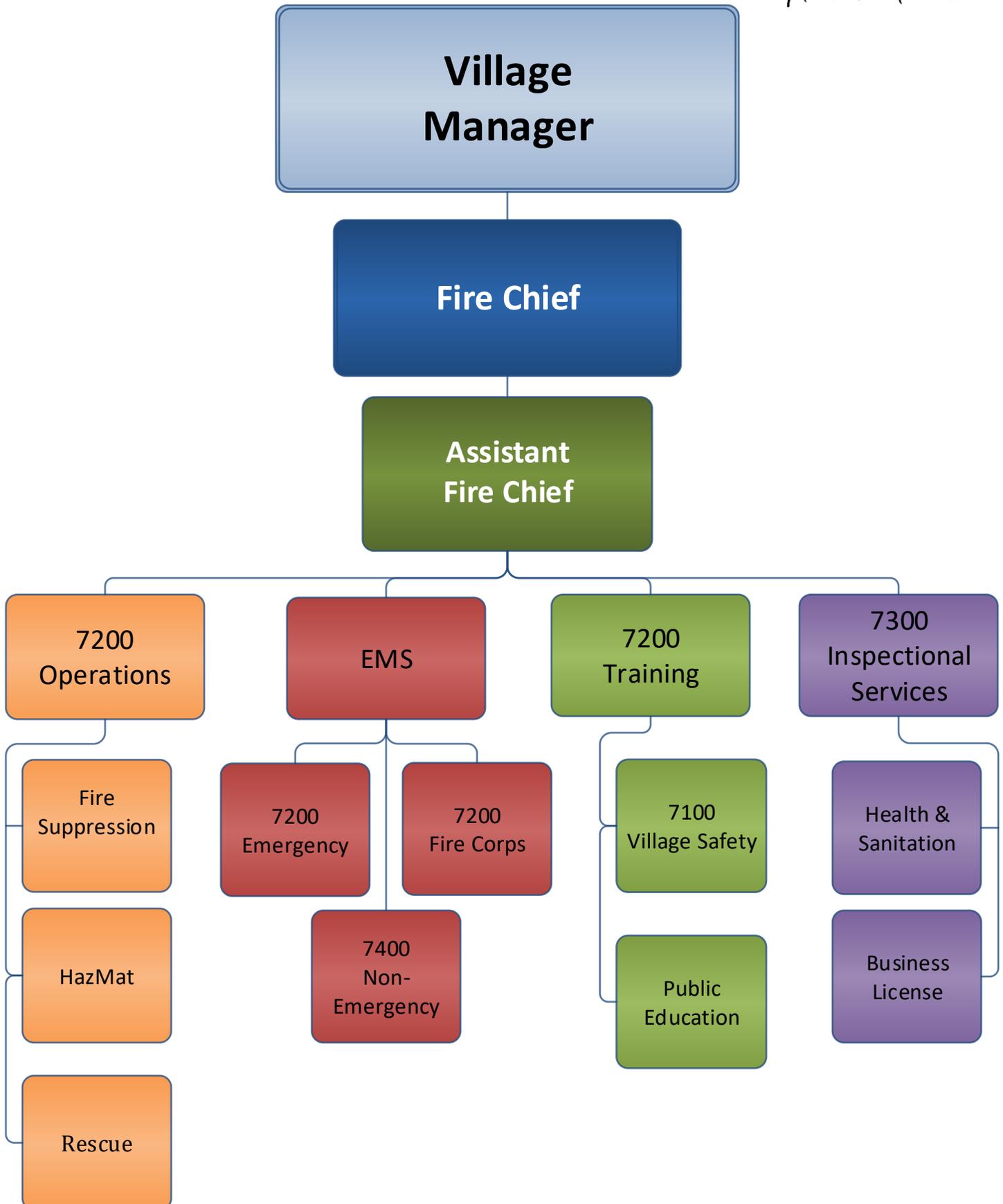
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FIRE DEPARTMENT

Cost Control Centers

Fire Administration	7100
Fire Emergency Operations	7200
Fire Inspectional Services	7300
Fire Non 911 Program	7400

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 and Prevention, Fire Suppression, Emergency Medical Services (EMS) (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation, as well as vehicle and basic technical rescue services. 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, and one Administrative Assistant. 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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Fire Department Insurance Claims:					
Total Worker Compensation Claims	2	10	3	4	8
Worker Compensation Losses	\$12,605	\$210,802	\$9,258	\$3,521	\$88,097
All Other Claims	1	3	1	3	1
Non-Worker Compensation Losses	\$288	\$5,490	\$955	\$0	\$14,928
Total Claims	3	13	4	7	9
Total Losses	\$12,893	\$216,292	\$10,213	\$3,521	\$103,025
Total Expenditures	\$5,770,618	\$5,914,972	\$6,275,579	\$6,752,626	\$7,286,343
Cost of Services Per Capita	\$150.76	\$155.77	\$162.96	\$175.35	\$191.52

2017 ACCOMPLISHMENTS

Strategic Plan Goal #5: Effective Governance

- ✓ Conducted testing to certify a new part-time firefighter hiring list (First Quarter)
Completed
- ✓ Conducted testing to certify a new lieutenant's eligibility list (Second and Third Quarters)
Completed

Additional Accomplishments

- ✓ Chief Haigh led the departments and the Village Board through the process of developing and adopting a new 3-year strategic plan.
- ✓ Working with Human Resources, the department conducted testing and hired nine new part-time personnel. These are replacement personnel and not an addition to the authorized part-time strength of 25 members.
- ✓ The department is participating as a partner in the SMARTER research study (Science·Medicine·Research·Technology·Emergency Responders) in conjunction with Skidmore College, Illinois Fire Service Institute, UCLA, U.S. Army Medical Research Division, NFPA, IAFF, National Fallen Fire Fighters, Globe, Zephr and others. This study is funded through a \$1.5 million Department of Homeland Security grant. Hanover Park Fire Department is the only participating fire agency and all field work/data is coming from our department. Information gleaned from this study will be provided, both in written report and during presentations, to the highest levels of the U.S. Fire Service. A number of best practice recommendations are expected to come from the study related to decreasing physiologic risks to firefighters.
- ✓ The department hosted an unpaid student intern from Wheaton Academy to assist with management of the SMARTER data collection process.
- ✓ The department partnered with Officer Abby Lauer of the Hanover Park Police Department to provide a program on fire cause and origin to select students participating in Wheaton Academy's annual Winterim. Students were those interested in a career in law enforcement and criminal investigation.
- ✓ The department lead the charge to prevent a split within MABAS Division 12 thereby creating a new Division 70. The split would have had a detrimental impact on Hanover Park. The split was not approved by a vote of the corporate members of MABAS.
- ✓ Work continued both locally and legislatively to move forward with the Village's goal of coterminous boundaries for Fire Department services.
- ✓ The department became a "partner" agency with Olivet Nazarene University's professional development program. This partnership is designed to enhance the department's officer development/succession planning program and to assist employees interested in furthering their formalized education.
- ✓ Administrative Assistant Robin Dubiel was elected President of the Illinois Fire Service Administrative Professionals (IFSAP) organization.
- ✓ Completed roll out of the new mandatory employee physical fitness workout program and the fitness for duty medical exam program as incorporated in the most recent Local 3452 CBA.

- ✓ Chief Haigh worked with the U.S. EPA to finalize the closure of the methane remediation project at Mallard Lake Landfill. This has been a 10-year undertaking. The success of the remediation is extremely good news for the Village and impacted residents.
- ✓ The department participated in a research study being conducted by PhD candidate Bryce McCormick of the Springfield (IL) Fire Department. The study seeks to identify if a relationship exists between personality profile, identity and prosocial risk-taking among firefighters.
- ✓ Engine 365 along with all MSA SCBA units that were declared surplus by the Village Board were sold and shipped to the Ecuadorian Fire Service. The MSA units were replaced with new SCOTT 5500 psi SCBA units as part of the 2017 capital budget allocation. The 1-hour SCBA bottles that were still within their NFPA lifespan were sold to the City of Zion (IL) Fire Rescue Department for use by their regional hazardous materials response team.
- ✓ Working with Public Works, completed an interior remodel of Fire Station No. 2, which included the installation of a new kitchen, flooring and painting.
- ✓ Assisted in the completion of an annexation project incorporating the “sod farm” and the “driving range” located on Lake Street into the Village. This was done to allow fire services to be provided to these properties in order to prevent them from being assigned by the State Fire Marshal to the closest fire protection district, thereby further complicating the Village’s coterminous boundaries goal.

2018 BUDGET GOALS

Strategic Plan Goal #4: Community Image & Identity

1. Administrative Assistant Robin Dubiel will complete her term as President of the Illinois Fire Service Administrative Professionals (IFSAP) organization.
Second Quarter
2. Complete all field work on the SMARTER project and assist the research partners in delivering the message of findings to the global fire service.
First Quarter

Strategic Plan Goal #5: Effective Governance

1. Conduct testing and certify a new part-time eligibility exam.
Second quarter
2. Conduct testing and certify a new battalion chief promotional list.
Second quarter
3. Complete a full review and update of all standard operating procedures and job performance requirements (JPRs) and bring into compliance with the standards established by ISO and the Commission on Fire Accreditation International (CFAI).
Fourth quarter

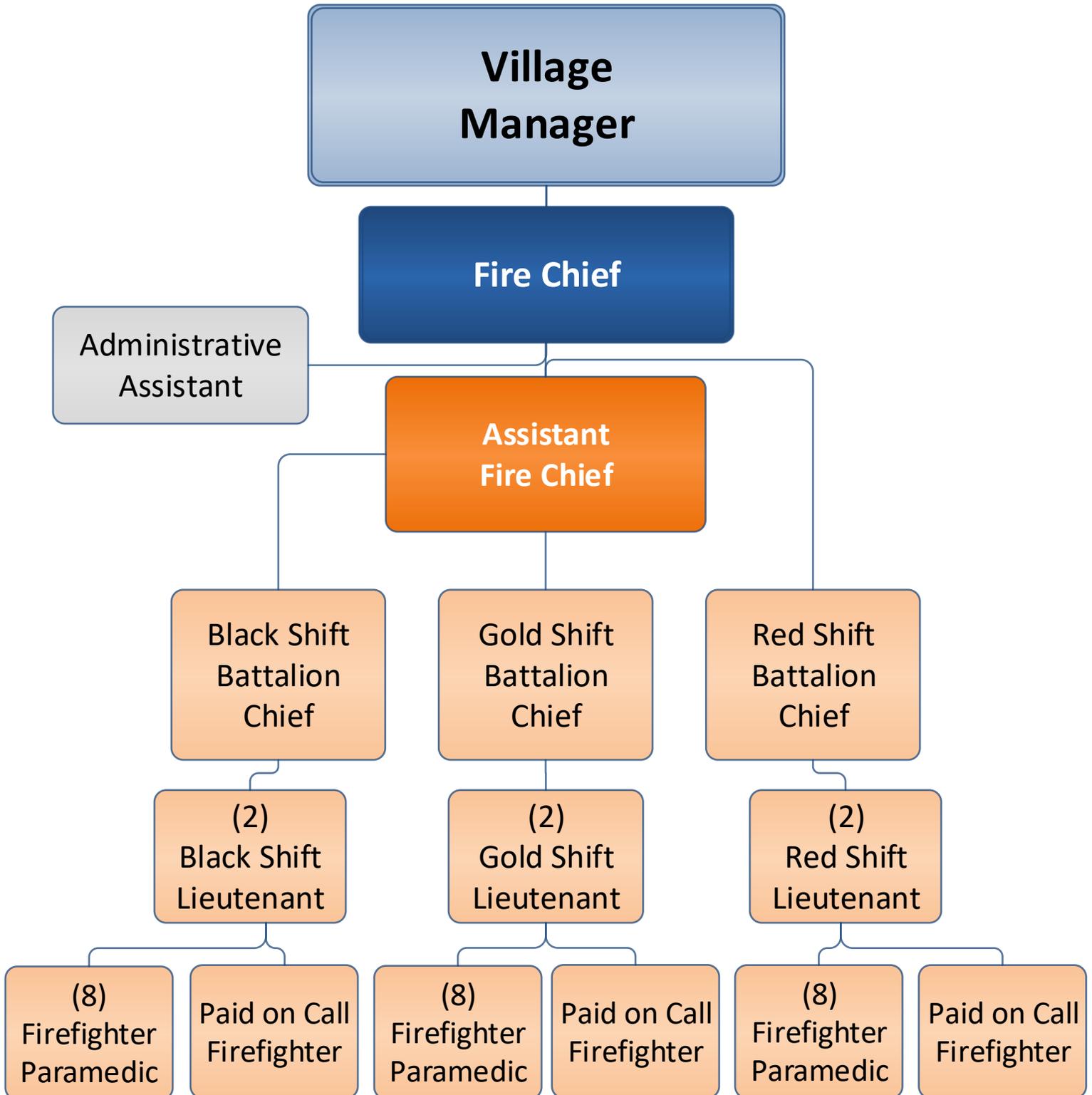
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 7100 - Fire Administration

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 238,019	\$ 358,715	\$ 427,526	\$ 368,696	\$ 366,453	\$ 374,986
401-421	Overtime Compensation	3,853	4,155	5,940	3,000	3,000	3,000
401-441	State Retirement	6,068	8,774	10,101	10,102	10,102	9,560
401-442	Social Security	8,872	14,536	16,328	15,089	15,089	16,750
401-443	Police / Fire Pension	63,341	112,043	120,297	127,350	127,350	145,839
401-444	Employee Insurance	42,770	56,479	44,896	49,791	49,791	49,143
Total Personnel Services		<u>362,925</u>	<u>554,701</u>	<u>625,088</u>	<u>574,028</u>	<u>571,785</u>	<u>599,278</u>
402-411	Office Supplies	865	1,994	1,903	2,000	1,500	2,000
402-413	Memberships / Subscriptions	1,913	3,562	2,741	4,128	4,029	6,151
402-414	Books / Publications / Maps	-	532	518	500	546	-
402-427	Materials & Supplies	1,069	1,500	1,431	1,500	1,500	1,500
402-436	Photo Supplies	243	40	-	-	-	-
Total Commodities		<u>4,091</u>	<u>7,628</u>	<u>6,593</u>	<u>8,128</u>	<u>7,575</u>	<u>9,651</u>
403-412	Postage	136	452	180	500	200	300
403-432	M & R - Office Equipment	1,155	1,539	1,775	2,000	2,023	5,090
403-461	Consulting Services	-	634	-	500	500	5,400
403-471	Schools / Conferences / Meetings	7,306	11,973	12,883	10,257	12,488	11,897
403-472	Transportation	1,678	1,851	2,776	2,250	2,180	3,050
Total Contractual Services		<u>10,275</u>	<u>16,449</u>	<u>17,613</u>	<u>15,507</u>	<u>17,391</u>	<u>25,737</u>
Total Fire Administration		<u>\$ 377,290</u>	<u>\$ 578,778</u>	<u>\$ 649,294</u>	<u>\$ 597,663</u>	<u>\$ 596,751</u>	<u>\$ 634,666</u>

7200 - Operations





PURPOSE STATEMENT

The goal of the Fire Department is to provide efficient and high quality service in the areas of Inspections and Prevention, Fire Suppression, EMS (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation as well as vehicle and basic technical rescue services.

DESCRIPTION OF DEPARTMENTAL FUNCTIONS

The department responds from two stations utilizing a complement of 35 full-time and 20 part-time firefighters and officers. These personnel are supplemented by a full-time Administrative Assistant, two volunteer Fire Chaplain 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. All full-time staff also hold certification as Advanced Operations Firefighters. 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					
Description of Measurement	2012	2013	2014	2015	2016
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	17	18	18	18	18
Total Full Time Employees	36	36	36	36	36
Number of Full Time Personnel Per 1,000 Population	0.94	0.94	0.94	.94	.94
ISO Rating	4	4	4	4	2

Description of Measurement	2012	2013	2014	2015	2016
Fire Calls	910	1,035	967	1,089	1,101
EMS Calls	2,388	2,488	2,456	2,434	2,455
Total Number of Calls	3,298	3,523	3,423	3,523	3,556
Total Number of Patients Contacted	2,515	2,628	2,624	2,564	2,687
Number of Advanced Life Support Calls (ALS)	1,273	1,246	1,195	1,252	1,177
Number of Basic Life Support Calls (BLS)	1,087	1,171	1,226	1,312	1,278
Actual Property Loss Due To Fire	\$589,806	\$269,525	\$253,475	\$216,560	\$698,665
Number Auto/Mutual Aid Received	213	112	165	102	157
Number Auto/Mutual Aid Given	500	712	496	501	475
Number of Overlapping Incidents	1,115	1,165	1,084	1,077	589
Property Value of Fire Damaged Property	\$6,896,709	\$10,883,835	\$14,693,223	\$4,019,244	\$25,192,490
Number of Structural Fire Calls	25	19	30	16	24
Number of Non-Structural Fire Calls	43	47	23	36	20
Number of Malicious False Alarm Calls	8	3	2	4	3
Number of Non-Malicious False Alarm Calls	182	222	228	271	223
Total False Alarm Calls	190	225	230	275	176
Average Emergency Response Time (fire calls only)	0:02:49	0:03:48	0:03:08	0:03:51	0:03:48
Fire Corps					
Incident Rehab Activity	34	51	29	17	24
Non-Incident Rehab Activities	6	17	5	5	5

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Replaced/Upgraded Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 13 sets).
Completed. Third quarter.
- ✓ Increased the rescue capabilities of the new Rescue Engine 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 occur using a 3-year plan in order to minimize the impact on one single budget year.
Ongoing. First through fourth quarters. Numerous equipment purchases were postponed due to overages in overtime spending. Unplanned overtime expenses occurred due to prolonged full and part-time employee vacancies because of line-of-duty injuries and the length of time required for replacement to bring part-time firefighters onboarding. However, numerous personnel did receive training and became certified in additional heavy rescue disciplines. Tuition for training was grant funded. This objective will be carried forward into 2018.
- ✓ Purchased and placed into service new Scott SCBA to replace the entire inventory of MSA units due to serviceability and maintenance problems including expiration of a large percentage of the high-pressure bottle systems. This purchase will include a Portacount Respiratory Fit Tester to replace the current outdated unit used annually to meet OSHA/IDOL/NFPA testing standards.
Completed. Second quarter.

- ✓ Took delivery and placed into service the new Pierce Arrow XT Tower Ladder. Completed. Third quarter.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Implemented a public education campaign to lesson fires involving operating equipment (household appliance, bathroom fans, battery operated toys and devices).
Ongoing. One of the employees who has been off on extended leave due to a line-of-duty injury also serves as the department's public education coordinator. Two firefighters were temporarily assigned to cover this vacancy. The vacancy, along with the temporary appointments have resulted in a slowed ability to manage this campaign. The department did establish a Facebook page to better communicate with residents and the temporary appointments were able to keep the normal public education events and campaigns operational. This goal will be carried over to 2018.
- ✓ Increased by 10% the number of present working smoke detectors at structure fires.
Ongoing. The department has partnered with the American Red Cross who is providing free smoke detectors along with all needed tools for installation. Department members, including Fire Corps, have all been trained in installation techniques. In the spring and fall team members go door-to-door, in select neighborhoods, offering free detectors including installation.

Strategic Plan Goal #5: Effective Governance

- ✓ Provided a minimum of six 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.
 - Chief Bobby Halton, Editor and Chief of Fire Engineering Magazine presented an 8-hour seminar titled American Fire Service: Command and Leadership.
 - Captain Larry Conley of the St. Louis Fire Department along with brother Larry presented an 8-hour seminar titled Zero to Hero: Leadership Habits Before the Emergency.
 - Matthew Brandt, Regional Director from the Department of Homeland Security presented an 8-hour seminar titled Succession Leadership: Engaging Tomorrow's Leaders Today.
 - Chief Haigh presented a 4-hour seminar titled Organizational Destiny Rests with You: The Role of Succession Planning.
 - Coach Matt Buchi, Head Coach of the University of Illinois, Men's Wheelchair Basketball Team presented a 4-hour seminar titled Lessons of Leadership: On and Off the Court.
 - Chief Kerri Donis, Fire Chief of Fresno (CA) Fire Department presented a 4-hour seminar on Cortland Incident/Captain Dern.
 - Deputy Assistant Chief Curt Varone (Ret.), Providence (RI) Fire Department presented a 3-day seminar on the Fair Labor Standards Act for Fire Departments.
 - Fire Marshal Dan Kerrigan and Dr. Sara Jahnke presented an 8-hour seminar titled Leading the Change to a Heart Health Fire Department.
- ✓ Develop and implement an on-call rotation program for Fire Corps Members.
Not Completed.

Additional Accomplishments

- ✓ Operations Division
 - The department migrated into Du-Comm's station based CAD programming on January 10th. Prior to this date the department continued to operate using the "box card" system. The move is designed to enhance dispatch efficiency. The move was a 2-year undertaking. The most notable and easily recognizable changes are in apparatus numbering, closest unit response protocols, automatic station backfill standards, and

implementation of the new “Squad/Heavy Rescue Program” responding from Fire Station No. 1.

- Submitted an **Assistance to Firefighters Grant Application** requesting \$111,000 to purchase “Technical Rescue” turnout gear. This gear is similar to structural turnout gear except that it does not have the thermal protective systems beyond flash and abrasion protection. Based on information gleaned through the SMARTER study the department is hoping to utilize this gear for all “non-structural” responses in an attempt to minimize the detrimental physiologic impact to firefighters caused by heat stress. If awarded the Village will have responsibility for 10% (\$11,000) of the total purchase price.
- Placed into service “go bags” for the three firefighters trained in high-angle rescue and assigned to the MABAS Division 12 technical rescue team.
- Developed a joint response model with Hanover Township Emergency Services for their automatic response to all Hanover Park “General Alarms” bringing their support and lighting squad. All Hanover Township members were also trained to assist Fire Corps with rehab services.

✓ Training Division/Public Education

- Four (4) Employees attended Trench Rescue Operations certification training. Tuition costs were grant funded.
- Three (3) Employees attended Confined Space Rescue Operations certification training. Tuition costs were grant funded.
- Two (2) Employees attended Structural Collapse Rescue Operations certification training. Tuition costs were grant funded.
- The training division received \$6,084 in reimbursement as part of the Illinois Office of State Fire Marshal training cost recovery program as outlined by the Fire Protection and Training Act.
- Public Education Coordinators created a “Ride to School in a Fire Truck” raffle program for the annual Hanover Park – Park District Foundation fund raiser.
- The department provided coaches and participated in the “Mayor’s Play Ball – Baseball Event” for Hanover Park youth.

✓ Emergency Medical Services

- Implemented ImageTrend Elite EMS reporting software for all patient care documentation. This is an upgrade from the “Field Bridge” version previously utilized.
- Fire ground gross decontamination equipment was purchased by MABAS Division 12 and placed in service on Rehab 15. This equipment will aid in removing gross amounts of debris from structural firefighting protective gear after fire ground operations are complete. The new procedure is implemented in an attempt to reduce unnecessary exposure to carcinogens found in products of combustion.
- The department received training equipment through a grant funding award from the Illinois Heart Rescue (ILHR) to teach the community about early intervention during sudden cardiac arrests including “hands only” bystander CPR.

✓ Chaplain

- Fire Corps member Carol Tipre completed the chaplain training program at Alexian Brothers Hospital as well as the spiritual and emotional care modules required for chaplain training by the Salvation Army. Carol was appointed Assistant Chaplain filling a long-term vacancy.
- Chaplain Dominowski initiated a regular emergency services chaplain continuing education training program. Classes are held bi-monthly and chaplains from across the State are attending. He has also partnered with the Salvation Army Emergency Disaster Services to coordinate jointly this continuing education with some of the training they are doing for their nationally deployable chaplains.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Develop and pass an ordinance increasing ambulance fees to remain in alignment with neighboring comparable communities and to capture full Medicare and Medicaid reimbursements available for ambulance (*First Quarter*)

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Replace/Upgrade Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 13 sets). (*First quarter*)
2. Write specifications and order a new Ford/Horton Mobile Intensive Care Ambulance for delivery in late 2018. (*Second Quarter*)
3. Continue to increase the rescue capabilities of the new Rescue Engine (Squad) 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 second year of a 3-year plan. (*First through Fourth Quarters*)
4. Purchase and place into service a hazardous materials detector calibration station for in-house maintenance of gas detection devices. This unit will reduce maintenance costs for continual monitor calibration. (*Third Quarter*)
5. Purchase a new PhysioControl Lifepak 15 cardiac monitor/defibrillator to begin a planned rotation and replacement of units reaching their 15-year life span. (*First Quarter*)
6. Purchase an additional Lucas Automatic CPR device to begin expanding use of this technology to first responder paramedic engine/squad companies. This purchase will bring the total number of units owned by the department to four. (*Second Quarter*)
7. Purchase four additional PhysioControl Automatic Cardiac Defibrillators. These units will be assigned to specific Public Works vehicles that are commonly involved in labor intensive projects. Units are slated for assignment to the water main truck, both Vactors and Scott Weber's supervisor's vehicle. (*First Quarter*)

Strategic Plan Goal #4: Community Image & Identity

1. Implement a public education campaign to lesson fires involving operating equipment (household appliance, bathroom fans, battery operated toys and devices). (*First through Fourth Quarters*)
2. 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%. (*First through Fourth Quarters*)

Strategic Plan Goal #5: Effective Governance

1. Provide a minimum of six annual officer development training classes, open to all department members, specifically designed to focus on management and leadership issues needed for future career success. (*First through fourth quarters*)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 7200 - Fire Suppression

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 1,855,293	\$ 2,719,488	\$ 2,798,332	\$ 2,858,998	\$ 2,858,998	\$ 2,894,014
401-412	Salaries - Part - Time	158,773	339,508	288,474	350,000	330,560	350,000
401-421	Overtime Compensation	177,798	295,820	556,048	279,581	498,000	343,453
401-442	Social Security	44,677	70,864	68,079	71,353	71,864	76,135
401-443	Police / Fire Pension	645,750	1,043,022	1,089,924	1,213,051	1,213,051	1,358,559
401-444	Employee Insurance	332,404	475,822	425,645	552,538	552,538	581,705
Total Personnel Services		3,214,696	4,944,524	5,226,502	5,325,521	5,525,011	5,603,866
402-413	Memberships / Subscriptions	650	250	300	740	829	725
402-414	Books / Publications / Maps	831	4,301	2,243	1,350	1,300	2,325
402-423	Communications Parts	1,967	156	1,490	4,500	3,000	2,850
402-426	Bulk Chemicals	2,951	3,359	2,703	4,400	4,189	4,400
402-427	Materials & Supplies	5,902	10,623	7,396	9,270	6,669	8,000
402-428	Cleaning Supplies	3,899	6,685	5,642	6,805	6,412	6,805
402-429	Parts & Accessories - Non - Auto	1,406	2,625	2,515	15,000	11,499	7,955
402-431	Uniforms	5,555	11,146	16,002	14,500	18,279	25,100
402-433	Safety & Protective Equipment	3,585	3,085	9,899	992	5,092	4,350
402-434	Small Tools	12,435	6,427	4,780	4,625	4,033	4,225
402-436	Photo Supplies	36	-	287	-	-	-
402-499	Miscellaneous Expense	54	109	9	-	-	-
Total Commodities		39,271	48,766	53,267	62,182	61,302	66,735
403-412	Postage	8	3	12	-	-	-
403-433	M & R - Communication Equipment	-	-	2,663	-	-	-
403-434	M & R - Buildings	-	930	-	3,000	1,998	2,043
403-436	Maintenance Agreements	23,951	39,848	27,723	31,855	26,799	36,602
403-451	Equipment Rentals	51,247	64,511	62,227	75,893	60,288	76,293
403-452	Vehicle Maintenance & Replacement	292,284	300,500	333,428	393,412	393,412	377,190
403-453	Furniture Replacement	-	-	-	4,000	1,870	4,830
403-457	SCBA Maintenance & Replacement	-	-	-	-	-	28,012
403-471	Schools / Conferences / Meetings	33,180	37,714	44,799	42,420	36,916	38,000
403-472	Transportation	761	1,008	442	575	340	575
403-478	Fire Corp	506	2,955	1,397	2,000	1,200	1,500
403-491	Special Events	7,008	8,802	7,696	6,500	5,725	6,400
403-499	Miscellaneous Expense	102	109	102	-	102	110
Total Contractual Services		409,048	456,380	480,487	559,655	528,650	571,555
Total Fire Suppression		\$ 3,663,014	\$ 5,449,671	\$ 5,760,256	\$ 5,947,358	\$ 6,114,963	\$ 6,242,156

7300 – Inspectional Services





PURPOSE STATEMENT

The goal of the Fire Department is to provide efficient and high quality service in the areas of Inspections and Prevention, Fire Suppression, EMS (including emergency and non-emergency ambulance transport), Hazardous Materials response, and mitigation as well as vehicle and basic technical rescue services.

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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Business License Inspections	845	838	749	722	822
School Inspections	16	15	12	6	3
Fire Protection System Inspections	195	244	283	320	288
Health Inspections	44	83	66	63	69
Food Service Inspections	505	509	468	429	380
Property Maintenance Inspections	523	614	787	1,004	841
Life Safety Inspections	30	13	20	16	24
Other	467	263	100	119	409

2017 ACCOMPLISHMENTS

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

- ✓ Reduced customer wait time by providing an additional register at the counter.
Completed.
- ✓ Purchased equipment needed and begin the process of digitization of Micro and OCR documents.
Completed.
- ✓ Began the scanning process of large documents so they are searchable and available electronically. Village large documents have not been archived and searchable since the last microfilms were produced.
Ongoing. First through fourth quarters. Project is underway after purchase of needed equipment.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Implemented a program to utilize DACRA and adjudication to manage all fines associated with tickets.
Completed. First Quarter. The DACRA system has been updated with the code and ordinance relevant text and tickets have been issued during the second quarter of 2017.
- ✓ Improved online access for customers to division forms, applications, and handouts, with the ability to schedule inspections and to review the results of inspections as well as compliance instructions. In addition, establish an “epayillinois.com” account to allow customers to pay for permits on line. Completed permits would then be mailed thereby eliminating the need for customers to come in and pick up permits.
Not Completed. The IT department has been reminded of this goal and hopes to begin the process by the Fourth Quarter of 2017.

Strategic Plan Goal #5: Effective Governance

- ✓ Implement the paperless inspections feature of New World for field inspections.
This was delayed due to an incompatibility between New World’s modules. Tablets have been purchased and have been implemented in full by Inspectional Services and Code Enforcement.

Additional Accomplishments

- ✓ The department’s Inspectional Services Division provided coverage for Clerk Eira Corral Sepúlveda while she was off on maternity leave. Staff managed the business license renewal process along with the freedom of information act process.
- ✓ Inspectors were equipped with single gas carbon monoxide monitors and gas tracs for natural gas detection.
- ✓ Review all general ledger codes being used with the Finance Department and make adjustments to allow for better separation of funds when received and to allow for better tracking of distributions.
- ✓ The Inspectional Services staff has worked out a system whereby Community Development, Public Works/Engineering and Inspectional Services meet on a regular basis to discuss new projects in the village.
- ✓ Most permits are being scanned when they are issued. This will make them available for view at existing workstations and on field tablets in the future.
- ✓ During the in-service day on January 16, 2017 time was used to organize some of the file boxes in the basement storage room. Around sixty boxes were found that contained closed permits that had not been scanned. This will be an ongoing goal that will be dependent on staffing and time available.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Update the permit fee calculation spreadsheet to include all general ledger codes.
First Quarter.
2. Update the New World permit fee entry system to eliminate fields that are never used and include other fields that are critical and have not been created.
First Quarter.

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Develop and implement on-line services that include at a minimum:
 - a. Request inspections on line.
 - b. Allow customers to view the results of their inspections on line and receive an email of the inspection report.
 - c. Allow customers to apply for permits on line including the submission of applications and forms and drawings up to 11x17.
 - d. Allow customers to pay for permits on line so that the permits can be sent out via email or regular mail making it more convenient for the customer.*Second Quarter.*
2. Update ICC building codes to the 2018 edition.
Fourth Quarter.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. 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.
First through Fourth Quarter.

Strategic Plan Goal #4: Community Image & Identity

1. Develop for consideration by the Village Board an ordinance modification designed to maintain exterior finish (roof and siding) consistency between attached townhome units. Develop a plan for implementation of the new ordinance including use of an incentive program designed to assist property owners in making upgrades designed to ensure proper maintenance, enhance property value and ensure consistency of the look of the entire structure.
Second Quarter

Strategic Plan Goal #5: Effective Governance

1. Maintain a culture within the Division that focuses on helping customers comply with the codes and ordinances of Village. Education and assistance as opposed to telling people they are doing things wrong and imposing fines has proven to be better accepted by the community and resulted in improved quality of structures. It has helped to develop a pride and commitment to doing things the correct way, following the codes and improving their own environment.
First through Fourth Quarters
2. Enhance employee training on new materials and methods of construction.
First through Fourth Quarters

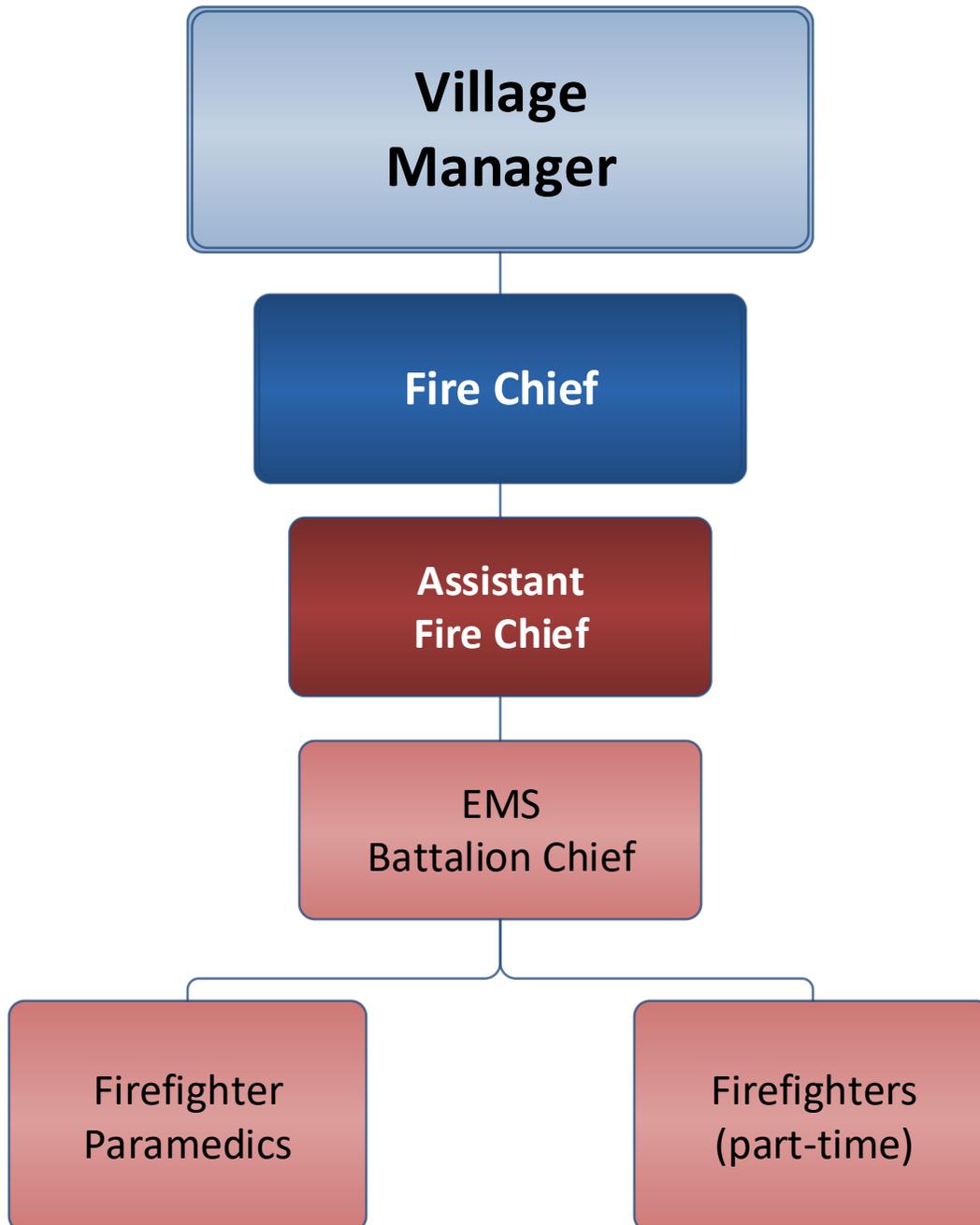
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 7300 - Inspectional Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 238,723	\$ 305,018	\$ 352,469	\$ 375,309	\$ 364,494	\$ 373,486
401-412	Salaries - Part - Time	15,458	55,958	62,424	94,881	84,794	94,657
401-421	Overtime Compensation	17,386	10,982	11,101	9,605	6,500	6,570
401-441	State Retirement	29,248	40,669	50,408	50,835	50,835	49,323
401-442	Social Security	16,515	28,134	31,999	33,274	33,274	32,656
401-444	Employee Insurance	57,941	64,504	66,366	80,682	77,320	89,034
Total Personnel Services		<u>375,271</u>	<u>505,264</u>	<u>574,766</u>	<u>644,586</u>	<u>617,217</u>	<u>645,726</u>
402-411	Office Supplies	498	850	987	800	250	500
402-413	Memberships / Subscriptions	455	795	593	750	700	800
402-414	Books / Publications / Maps	2,784	469	1,895	975	475	2,375
402-427	Materials & Supplies	16	205	22	550	200	410
402-431	Uniforms	1,562	730	2,548	4,500	4,500	4,500
402-434	Small Tools	-	-	105	850	723	250
402-436	Photo Supplies	-	-	311	-	-	-
Total Commodities		<u>5,315</u>	<u>3,049</u>	<u>6,462</u>	<u>8,425</u>	<u>6,848</u>	<u>8,835</u>
403-412	Postage	291	1,009	740	800	1,042	800
403-461	Consulting Services	23,493	23,225	21,626	37,050	37,050	42,250
403-470	Binding & Printing	-	310	-	500	332	500
403-471	Schools / Conferences / Meetings	8,631	1,764	1,193	4,600	270	3,000
403-472	Transportation	94	-	-	250	175	250
Total Contractual Services		<u>32,509</u>	<u>26,307</u>	<u>23,559</u>	<u>43,200</u>	<u>38,869</u>	<u>46,800</u>
Total Inspectional Services		<u>\$ 413,096</u>	<u>\$ 534,620</u>	<u>\$ 604,787</u>	<u>\$ 696,211</u>	<u>\$ 662,934</u>	<u>\$ 701,361</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 and Prevention, Fire Suppression, EMS (including emergency and non-emergency ambulance transport), Hazardous Materials response and mitigation as well as vehicle and basic technical rescue services.

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Investigate FD Cares Initiatives. This program is a lessened version of Mobile Integrated Health (MIH) which incorporates community outreach programs. Fire department members work on connecting residents with assistance such as Human Services, food banks, and fall prevention devices. The program integrates with social services and primary care physicians and also addresses frequent users of the 911 system. Finally, a database is shared between subscription users to track the efficacy as well as potential for more in depth MIH programs. The data set is reported on by systems around the country. (First through fourth quarters)
Ongoing. A Matter of Balance is a program designed to reduce the fear of falling and increase the activity levels of older adults who have concerns about falls. A Matter of Balance is an 8-week structured group intervention that emphasizes practical strategies to reduce the fear of falls and increase activity levels. Participants learn to view falls and fear of falling as controllable, set realistic goals to increase activity, change their environment to reduce fall risk factors, and exercise to increase strength and balance. This program originates from a grant awarded to Rush University. It is part of the Village's Safer Communities initiative and being reviewed as a pilot program for MIHC. The department has one certified Matter of Balance (MOB) Master Trainer and four Coaches.

- ✓ Begin Contract negotiations with potential MIH partners for the provisions of MIHC services by Hanover Park Fire Department. (First through fourth quarters)
Not Started. State of Illinois has not yet determined rules or funding options for Mobile Integrated Health Care.

- ✓ Continued completion of our MIH pilot program application with Sherman Hospital. In combination working to implement the FD CARES initiative and data collection (On hold due to Sherman Hospital leadership change). (First through fourth quarters)
Not Started. State of Illinois has not yet determined rules or funding options for Mobile Integrated Health Care.

Strategic Plan Goal #5: Effective Governance

1. Review and report on current status of Mobile Integrated Health Care (MIHC), continue to investigate new services and revenue streams.
 - Initiated discussions with Hanover Township as a potential partnership in the department providing MIHC to township residents.
Ongoing. First through fourth quarters.
 - Initiated investigation of data collection requirements under MIHC and available software options through ImageTrend.
Completed. Battalion Chief Jasper attended the ImageTrend annual EMS reporting conference.
 - Recognizing that an RN license will be required for certain aspects of the MIHC program, continue work with Olivet Nazarene University to buildout their Paramedic to BSN educational program.
Completed. Olivet Nazarene University Paramedic to BSN program is operational and underway. Work on this project is complete.
2. Investigate the feasibility of providing a Critical Care Ambulance Transport Program (State's Administrative rules update has not yet been completed outlining full expanded scope for Critical Care Programs).
Not Started. State of Illinois has not yet determined new administrative rules for expanded scope critical care programs.

Additional Accomplishments

- *Assistant Chief Fors was appointed to an Illinois General Legislature Mobile Integrated Healthcare Task Force designed to identify and recommend actions needed to incorporate changes into the healthcare delivery methods of EMS workers across the state.*
- *Assistant Chief Fors continues to serve on the Illinois Department of Public Health (IDPH) Region 9 EMS Advisory Board and the Illinois Fire Chief's Association EMS Committee.*

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Develop and pass an ordinance increasing ambulance fees to remain in alignment with neighboring comparable communities and to capture full Medicare and Medicaid reimbursements available for ambulance calls.
First Quarter

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.

Strategic Plan Goal #4: Community Image & Identity

1. Complete a full roll out of FD cares including Matter of Balance workshops as part of the Safer Communities Initiative.

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.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 7400 - Non-Emergency 911

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 16,697	\$ 25,388	\$ 26,338	\$ 26,684	\$ 26,684	\$ 26,872
401-412	Salaries - Part - Time	3,311	-	-	-	-	-
401-421	Overtime Compensation	928	267	1,436	-	-	-
401-442	Social Security	523	384	394	387	387	390
401-443	Police / Fire Pension	5,401	9,557	10,537	11,322	11,322	12,771
401-444	Employee Insurance	1,028	2,572	3,814	6,218	6,218	6,396
Total Personnel Services		<u>27,889</u>	<u>38,167</u>	<u>42,518</u>	<u>44,611</u>	<u>44,611</u>	<u>46,429</u>
402-411	Office Supplies	-	977	586	-	-	500
402-426	Bulk Chemicals	301	-	-	500	-	-
Total Commodities		<u>301</u>	<u>977</u>	<u>586</u>	<u>500</u>	<u>-</u>	<u>500</u>
403-421	Liability Insurance Program	-	110,414	-	-	-	-
403-452	Vehicle Maintenance & Replacement	-	40,000	-	-	-	-
Total Contractual Services		<u>-</u>	<u>150,414</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Non-Emergency 911		<u>\$ 28,190</u>	<u>\$ 189,559</u>	<u>\$ 43,104</u>	<u>\$ 45,111</u>	<u>\$ 44,611</u>	<u>\$ 46,929</u>

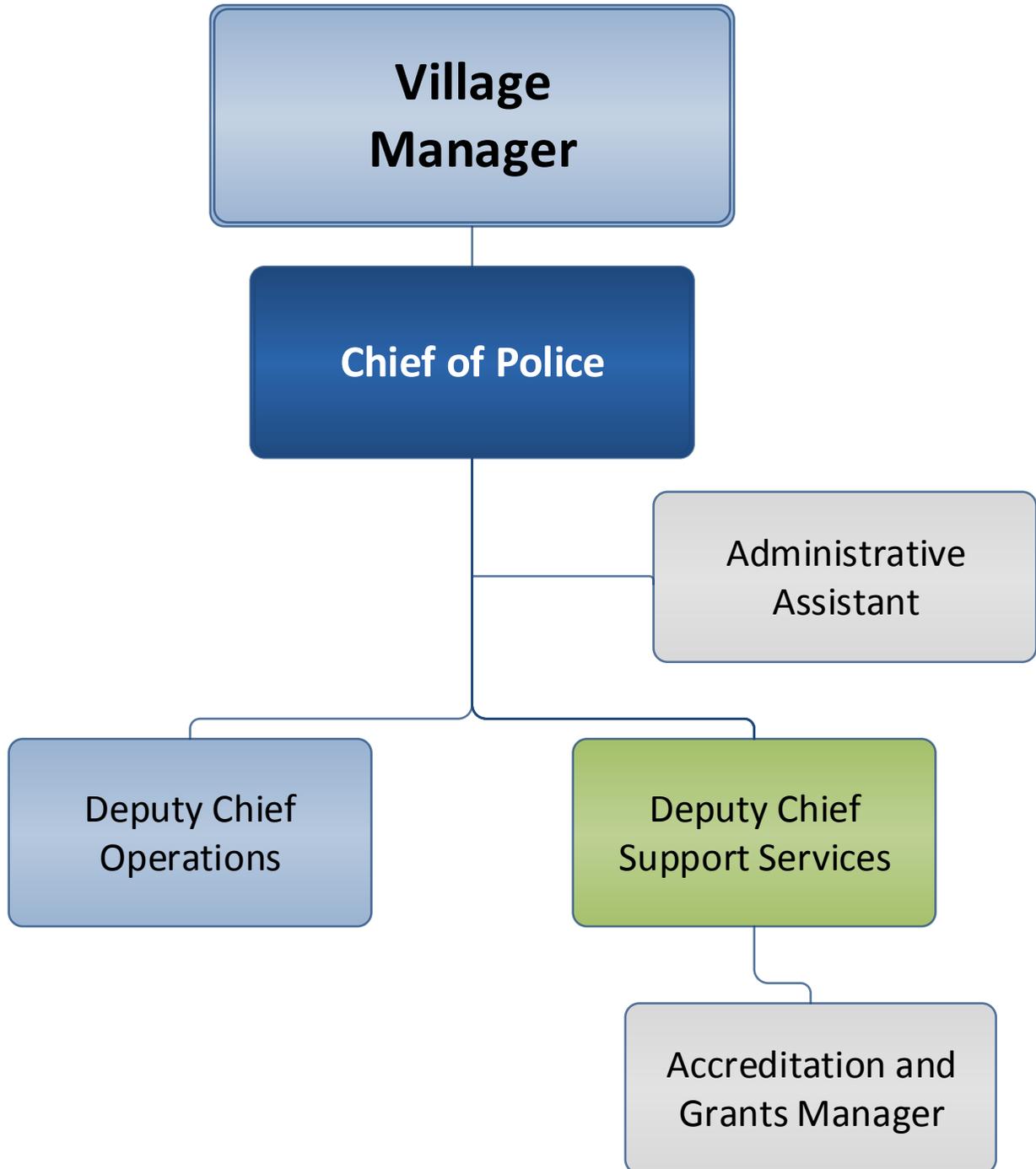
POLICE DEPARTMENT

Cost Control Centers

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

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 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 identifies 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, Personnel Board 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.

Finally, as part of the total concept of Public Safety, the Administrative Division directs the Emergency Management Agency (EMA), through a combination of volunteers, police department staff and other Village personnel. The EMA unit prepares the Village for severe emergencies by coordinating the various resources available through a comprehensive "Disaster Plan."

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
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	481	386	384	305	295
Part II Crime	5,611	4,807	4,202	3,583	3,998
Activity (Calls for Service)	47,775	40,792	42,463	43,255	49,150
911 CFS	13,466	12,566	12,706	12,596	12,585
Officer Initiated CFS	34,309	28,266	29,757	30,659	36,565
Impounded Vehicles	1,793	1,530	1,349	1,043	1,051
Graffiti Incidents	62	64	30	50	33
"Y" (State) Tickets Issued	9,135	8,014	7,545	6,807	7,116
"C" Compliance Tickets Issued	16	4	5	0	0
"P" Parking Tickets Issued	13,786	11,980	11,372	9,270	10,150
Traffic Fine Revenue – Cook County	\$118,588	\$131,695	\$95,740	\$98,687	\$90,345
Traffic Fine Revenue – DuPage County	\$36,551	\$45,085	\$44,864	\$46,488	\$47,362
Ordinance Violation Revenue	\$287,621	\$250,236	\$248,187	\$334,771	\$391,977
False Alarm Fines	\$5,400	\$3,725	\$5,500	\$8,450	\$7,450
Police Department Insurance Claims					
Total Worker Compensation Claims	9	10	5	5	5
Worker Compensation Losses	\$16,840	\$238,694	\$144,414	\$384,692	\$9,576

All Other Claims	4	4	1	2	3
Non Worker Compensation Losses	\$25,803	\$16,502	\$6,201	\$6,500	\$22,359
Total Claims	12	14	6	7	8
Total Losses	\$42,643	\$255,466	\$150,615	\$391,192	\$31,935
Total Expenditures	\$11,462,034	\$11,465,793	\$8,628,543	\$12,895,971	\$12,493,963
Cost of Services Per Capita	\$301.85	\$301.95	\$227.23	\$339.60	\$325.93

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Secured a Bureau of Justice Grant for Bullet Proof Vest Partnership
Completed. Third quarter. \$2,745 in reimbursement approved as of June, 2017.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Continued advertising PACC Program platforms to encourage increased participation.
Ongoing. Fourth Quarter. Ads, flyers, and promotional postings leading to continued increase in social media interaction.
- ✓ Conducted a Virtual Ride Along.
Pending. Second Quarter

Strategic Plan Goal #5: Effective Governance

- ✓ Maintained Safe Communities America Coalition
Completed. Fourth quarter. Accreditation awarded June of 2017.
- ✓ Provided ongoing IT Power User training
Pending. Fourth quarter. Course developed and will be conducted by the end of the year.
- ✓ Designed new training module to incorporate Crisis Intervention Team training and Procedural Justice training for Department members consistent with the recommendations in the President's Task Force on 21st Century Policing Report.
Ongoing at this time.
- ✓ Provided practical leadership training for officers assigned as Assistant Team Leaders
Completed. Fourth quarter.

RISK MANAGEMENT PROGRAM

Strategic Plan Goal #5: Effective Governance

- ✓ Continued to provide periodic driver training programs.
Ongoing. Third quarter. Officers being sent for training.
- ✓ Tested and Reviewed the Emergency Notification System
Pending. Third quarter. Completion of repair/expansion work of the Village Alert System.
- ✓ Conducted quarterly Safety Committee Meetings
Ongoing. First through fourth quarters. Two completed as of 6/17.

- ✓ Provided refresher training on 1st aid and CPR equipment in use
Fourth Quarter
- ✓ Researched and evaluated the possible implementation of the IRMA Fit for Life Program
Completed.

Additional Accomplishments

- ✓ Installed infrastructure for updated Village Emergency Notification System.
- ✓ 'Police Officer for a Day' program awarded for local youth.
- ✓ Acquired a drone for police department and Village use.
- ✓ Two officers certified as drone pilots.
- ✓ Hosted a Crisis Intervention Team training course onsite.
- ✓ Two officers trained as medic instructors.
- ✓ Installed Automated External Defibrillators in 6 squads bringing the total deployed to 10 units.
- ✓ Researched the implementation of the rank of Corporal within the police department.

2018 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 revised written recruitment plan for the police department.
Fourth Quarter. Staff will develop a plan that addresses increased recruitment of qualified minority candidates, expands recruitment of former military personnel and those with prior police service, and implements new recruitment techniques such as incentive programs, candidate familiarization programs, and other measures.
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. Identify and hire a local prosecutor for the adjudication of eligible offenses.
Fourth Quarter. Staff will research and implement local prosecution of DUI, traffic, and other eligible offenses in DuPage County.
2. Provide IT Power User training.
Fourth Quarter. Staff will continue to provide for advanced training in commonly utilized IT programs.
3. Enhance leadership development program.
Second Quarter. Staff will determine areas of training need for each leadership position, expand mentoring activities, and revise directives and training modules as appropriate.

RISK MANAGEMENT PROGRAM

Strategic Plan Goal #5: Effective Governance

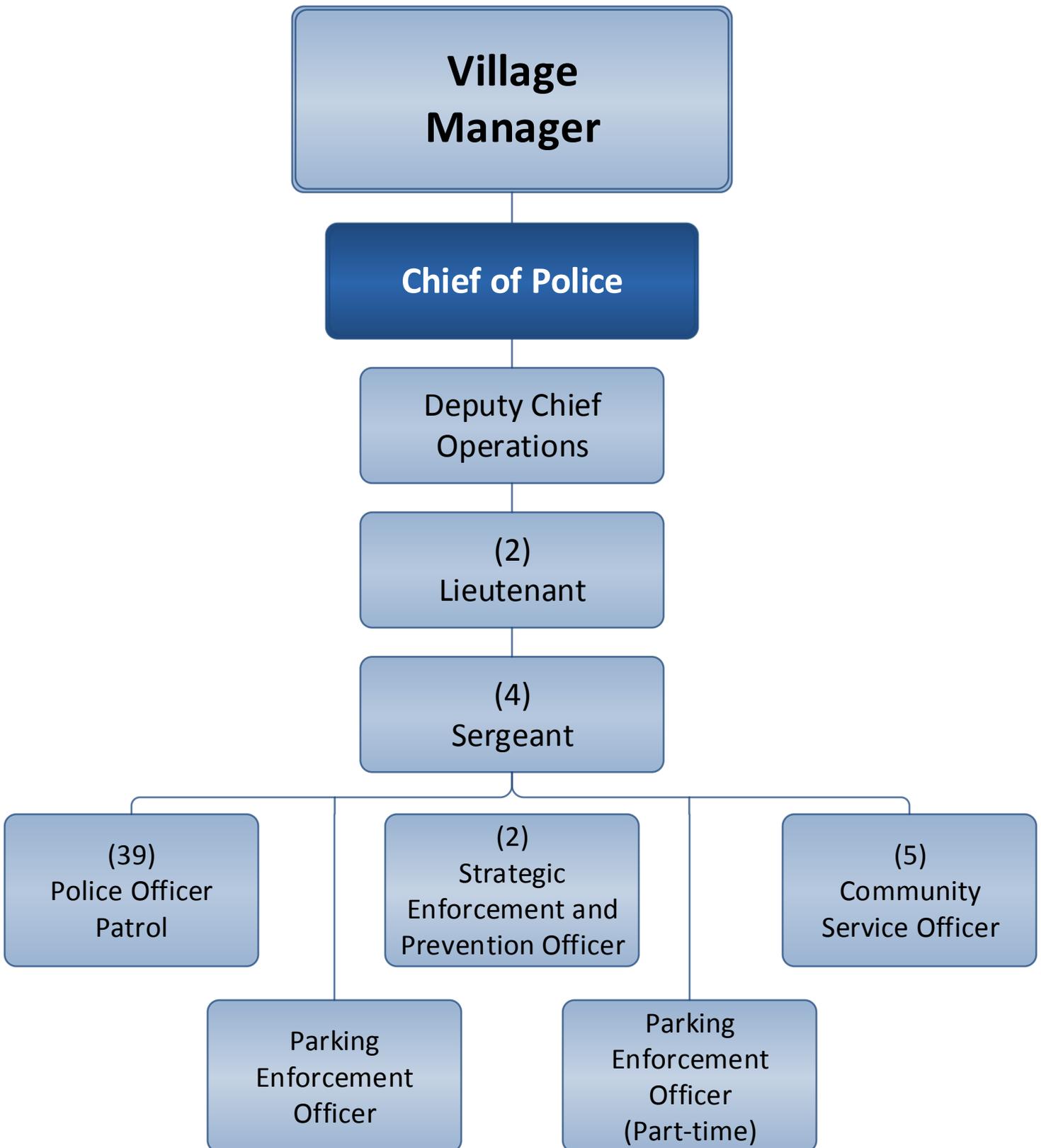
1. Continue to provide periodic driver training programs.
Fourth Quarter. Personnel will be assigned to IRMA driving programs as available.
2. Test and Review the Emergency Notification System.
Third Quarter. The lockdown alert system will be tested to ensure functionality.
3. Conduct quarterly Safety Committee Meetings.
Fourth Quarter. Meetings will be conducted involving PD personnel.
4. Conduct CPR recertification training for personnel.
Fourth Quarter. PD personnel will be recertified in CPR.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8100 - Police Administration

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 405,214	\$ 593,056	\$ 587,330	\$ 516,731	\$ 516,731	\$ 519,950
401-421	Overtime Compensation	853	1,795	3,175	5,000	3,500	3,500
401-423	Holiday Pay	-	-	-	1,737	-	-
401-441	State Retirement	10,804	15,735	17,055	17,519	17,519	16,270
401-442	Social Security	24,779	40,688	40,011	35,597	35,597	35,378
401-443	Police / Fire Pension	111,570	160,350	159,674	162,105	163,784	177,893
401-444	Employee Insurance	55,917	70,427	61,975	80,445	80,445	79,595
Total Personnel Services		609,137	882,052	869,219	819,134	817,576	832,586
402-413	Memberships / Subscriptions	5,330	5,850	5,680	6,500	6,500	6,635
402-414	Books / Publications / Maps	144	144	144	-	-	-
402-427	Materials & Supplies	337	550	496	1,880	1,880	1,780
402-431	Uniforms	1,108	731	3,155	1,400	1,400	2,000
402-434	Small Tools	22	-	-	-	-	-
Total Commodities		6,941	7,274	9,475	9,780	9,780	10,415
403-452	Vehicle Maintenance & Replacement	10,601	4,571	9,946	4,875	4,875	4,875
403-461	Consulting Services	669	1,703	1,725	1,500	1,000	1,500
403-471	Schools / Conferences / Meetings	6,033	5,173	5,322	6,071	6,071	8,770
403-472	Transportation	721	856	7,135	4,429	6,000	2,050
403-492	Drug Forfeiture Expense	650	-	-	-	-	-
403-499	Miscellaneous Expense	172	-	46	200	200	-
Total Contractual Services		18,846	12,302	24,174	17,075	18,146	17,195
Total Police Administration		\$ 634,925	\$ 901,628	\$ 902,867	\$ 845,989	\$ 845,502	\$ 860,196



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, conduct traffic surveys, traffic accident investigation/reconstruction/total station tech, parking enforcement, organizes community events, maintains nuisance abatement program, maintains trespass program, review red light camera violations, serve 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, finger prints individuals for alcohol business licensing, completes background checks of solicitors and employees of the local school districts, and conducts liquor and tobacco stings.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Maintained 5-year average of Part 1 Crime Rate.
Fourth quarter. Department is on pace to achieve this as of June 2017.

Strategic Plan Goal #5: Effective Governance

- ✓ Four Area Response Team meetings were held in compliance with the ART Program.
Ongoing. First through fourths quarters. Two have been held as of June.
- ✓ The SEP Unit conducted 3 tobacco compliance checks at businesses in 2017.
Ongoing. First through fourth quarters. Two completed as of June.
- ✓ The SEP Unit conducted 2 alcohol compliance checks at businesses in 2017.
Ongoing. First through fourth quarters. One test and one re-test have been completed as of June.
- ✓ The Bike Patrol Unit was increased by two officers.
Completed. Second quarter. Two new officers were selected and sent to training.
- ✓ The SEP Unit conducted monthly traffic enforcement details at schools.
Ongoing. Fourth quarter. These will resume upon the new school year starting.
- ✓ Two gambling device compliance checks conducted.
Ongoing. First through fourth quarters. One completed as of June.
- ✓ Participated in active shooter and school lockdown drills.
Ongoing. Fourth quarter. Officers participate based on the schools' schedules.
- ✓ One set of ART Meetings will be conducted at an off-site location.
Pending. Fourth quarter.
- ✓ Researched and evaluated the possible implementation of the PTO Field Training Program
Completed. Third quarter. The PTO program was evaluated and will not be fully adopted; however, aspects of it will be incorporated into HPPD's field training program.

Additional Accomplishments

- ✓ Three new Field Training Officers were identified and trained.
- ✓ Two new Evidence Technicians were identified and trained.
- ✓ ART meetings were live-streamed via the PD Facebook page.
- ✓ A Spanish language ART Meeting was conducted.
- ✓ Regularly scheduled truck enforcement details were conducted.
- ✓ Hanover Park was named to Neighborhood Scout's Top 100 Safest Cities in America list (#37).
- ✓ Record low Part I crime rate recorded for the Village.

2018 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 2018 will fall within the average of the past 5 years' rates.

Strategic Plan Goal #5: Effective Governance

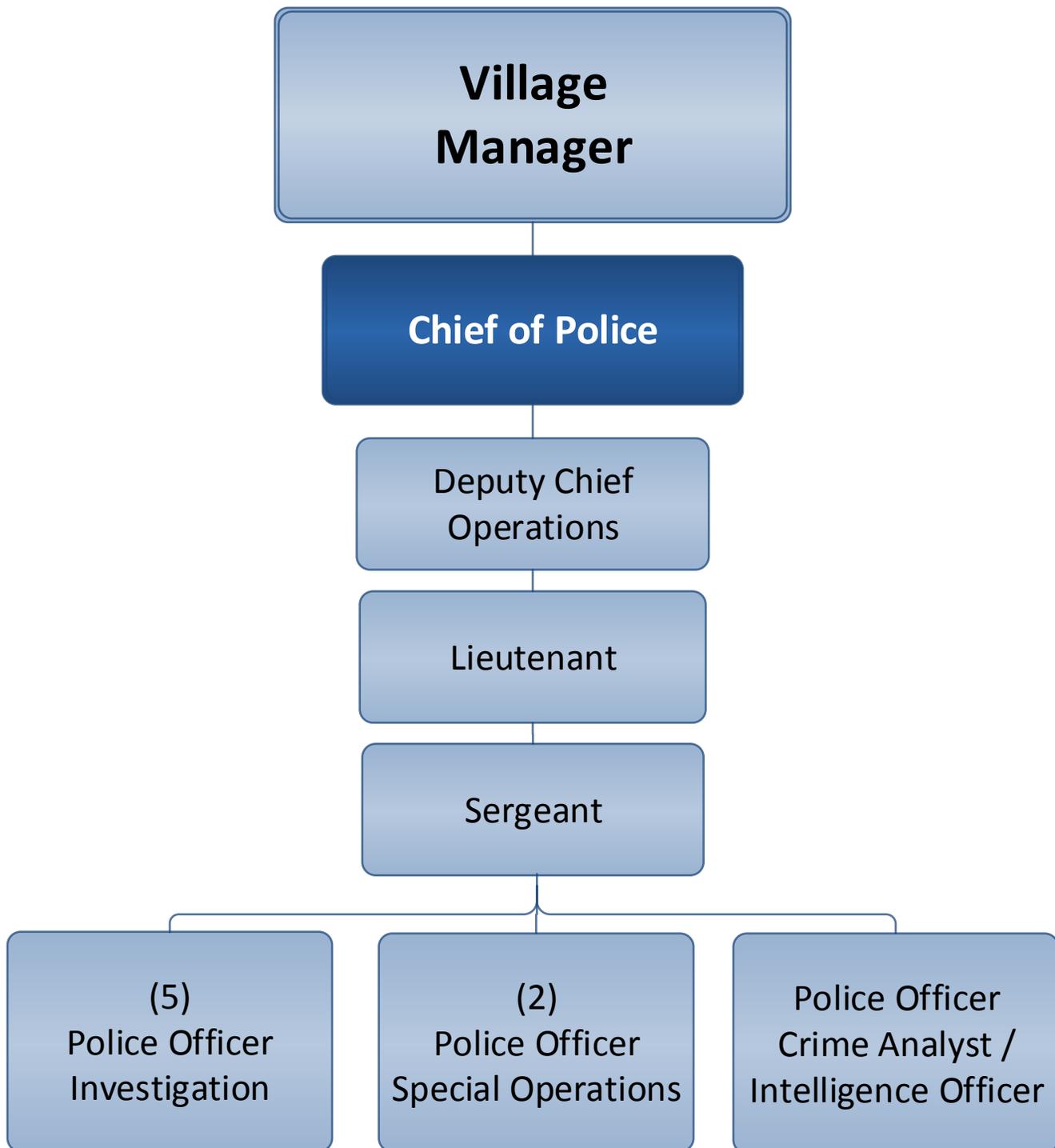
1. Four Area Response Team meetings will be held in compliance with the ART Program
Fourth Quarter
2. The SEP Unit will conduct 3 tobacco compliance checks at businesses in 2017.
Fourth Quarter
3. The SEP Unit will conduct 2 alcohol compliance checks at businesses in 2017.
Fourth Quarter
4. The SEP Unit will conduct at least 6 truck enforcement details in 2017.
Fourth Quarter
5. The Bike Patrol Unit will be increased by two officers
Second Quarter
6. The SEP Unit will conduct monthly traffic enforcement details at schools.
Fourth Quarter
7. Two gambling device compliance checks will be conducted.
Fourth Quarter
8. Participate in active shooter and school lockdown drills.
Fourth Quarter
9. One set of ART Meetings will be conducted at an off-site location
Fourth Quarter
10. A retail theft and crime prevention education program for businesses will be developed and implemented
Second Quarter
11. A Bicycle Registration Program will be re-implemented at the police department.
Fourth Quarter.
12. 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.
Second Quarter
13. The Field Training Program will be revised to include the addition of a classroom orientation component, a Community Policing Project for each recruit, and recruit self-evaluation.
Fourth Quarter

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8200 - Patrol

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 2,682,960	\$ 4,007,865	\$ 3,833,043	\$ 4,018,693	\$ 4,018,693	\$ 4,100,038
401-412	Salaries - Part - Time	12,981	21,034	29,761	33,493	33,493	33,981
401-421	Overtime Compensation	317,022	483,645	446,807	400,000	400,000	400,000
401-422	Court Appearances	97,522	141,123	138,802	147,000	147,000	147,000
401-423	Holiday Pay	117,150	113,447	116,213	133,470	133,470	134,498
401-429	Employee Incentive	8,607	11,459	12,026	26,950	26,950	26,950
401-441	State Retirement	26,982	39,618	32,897	24,414	24,414	33,638
401-442	Social Security	231,546	366,052	342,475	358,022	358,022	368,586
401-443	Police / Fire Pension	897,857	1,509,614	1,634,142	1,641,260	1,658,254	1,778,697
401-444	Employee Insurance	533,338	692,366	635,684	799,280	799,280	803,522
Total Personnel Services		4,925,965	7,386,223	7,221,850	7,582,582	7,599,576	7,826,910
402-413	Memberships / Subscriptions	1,060	5,402	6,726	4,750	5,705	6,445
402-414	Books / Publications / Maps	275	126	300	300	300	300
402-425	Ammunition	1,919	2,000	1,500	2,000	2,000	2,000
402-427	Materials & Supplies	4,976	9,226	9,425	10,120	10,120	12,248
402-431	Uniforms	17,870	44,401	32,488	37,300	37,300	37,300
402-433	Safety & Protective Equipment	3,214	4,950	5,000	5,000	5,000	5,000
402-434	Small Tools	1,031	759	1,445	1,270	1,270	1,270
Total Commodities		30,345	66,863	56,884	60,740	61,695	64,563
403-436	Maintenance Agreements	20,468	39,317	32,461	40,000	40,000	42,000
403-452	Vehicle Maintenance & Replacement	210,816	235,916	187,090	148,029	148,029	141,267
403-471	Schools / Conferences / Meetings	14,837	32,264	30,653	30,661	30,000	31,161
403-472	Transportation	1,467	3,642	6,346	18,625	3,000	1,125
Total Contractual Services		247,589	311,139	256,550	237,315	221,029	215,553
Total Patrol		\$ 5,203,899	\$ 7,764,224	\$ 7,535,283	\$ 7,880,637	\$ 7,882,300	\$ 8,107,026



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. An Investigative Aide is assigned to the Investigations Division to assist during investigations and perform certain clerical duties.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Conducted training on asset forfeiture and seizure proceedings for personnel.
Pending. Third quarter.

Strategic Plan Goal #5: Effective Governance

- ✓ Maintained a monthly rotation of one sworn officer into the SOG Unit.
Ongoing. Fourth quarter.
- ✓ 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. Fourth quarter.
- ✓ Conducted training on the LeadsOnline system for patrol officers.
Pending. Third quarter.
- ✓ Conducted refresher training on the Bair Atacraids system for patrol officers.
Completed. Second quarter.

Additional Accomplishments

- ✓ Training was conducted on the Midwest Organized Crime and Information Center for investigators and supervisors.
- ✓ A new police department recruitment video was produced.
- ✓ An undercover gambling compliance operation was conducted.
- ✓ A new North Central Narcotics Task Force officer was selected and trained.
- ✓ A new Special Operations Group officer was selected and trained.
- ✓ A new Major Case Assistance Team evidence technician was selected and assigned.
- ✓ Two new recruitment team members were selected and assigned.

2018 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. Develop and implement a rotational assignment into investigations. *(Second Quarter)*
5. Develop an ordinance to require video surveillance at specific businesses. *(Fourth Quarter)*
6. Develop a written recruitment plan for the police department. *(Fourth Quarter)*

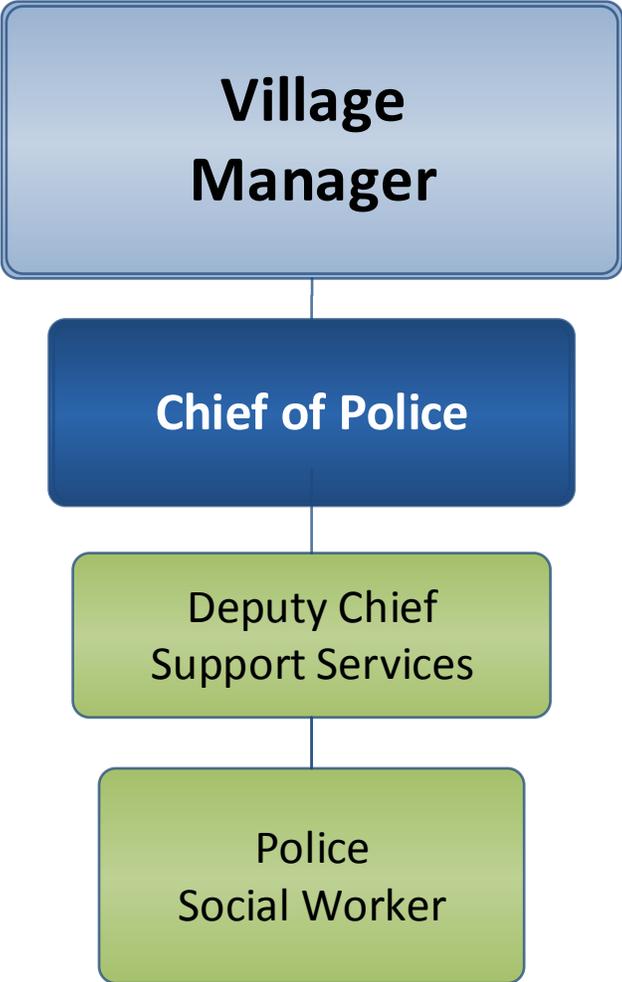
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8300 - Investigations

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 584,610	\$ 865,848	\$ 970,823	\$ 998,537	\$ 998,537	\$ 992,936
401-421	Overtime Compensation	132,022	144,990	128,915	125,000	150,000	125,000
401-422	Court Appearances	24,189	29,112	28,220	28,000	28,000	28,000
401-423	Holiday Pay	27,350	22,674	29,222	30,046	30,046	29,955
401-442	Social Security	54,988	79,896	87,612	90,391	90,391	89,956
401-443	Police / Fire Pension	204,005	365,520	316,747	407,809	412,031	451,849
401-444	Employee Insurance	114,670	151,522	160,052	202,182	202,182	159,028
Total Personnel Services		<u>1,141,833</u>	<u>1,659,562</u>	<u>1,721,591</u>	<u>1,881,965</u>	<u>1,911,187</u>	<u>1,876,724</u>
402-413	Memberships / Subscriptions	15,020	22,153	20,938	22,095	22,095	26,858
402-414	Books / Publications / Maps	134	100	156	175	175	175
402-427	Materials & Supplies	3,985	-	-	-	-	-
402-431	Uniforms	4,009	5,072	4,581	5,700	5,700	5,700
402-434	Small Tools	226	907	936	1,000	1,000	1,000
Total Commodities		<u>23,374</u>	<u>28,232</u>	<u>26,611</u>	<u>28,970</u>	<u>28,970</u>	<u>33,733</u>
403-452	Vehicle Maintenance & Replacement	48,917	47,415	47,492	34,525	34,525	40,192
403-471	Schools / Conferences / Meetings	4,528	11,910	9,468	11,993	10,000	10,000
403-472	Transportation	1,178	2,714	2,853	2,500	2,500	2,500
403-499	Miscellaneous Expense	-	42	-	225	225	225
Total Contractual Services		<u>54,623</u>	<u>62,082</u>	<u>59,814</u>	<u>49,243</u>	<u>47,250</u>	<u>52,917</u>
Total Investigations		<u>\$ 1,219,830</u>	<u>\$ 1,749,876</u>	<u>\$ 1,808,016</u>	<u>\$ 1,960,178</u>	<u>\$ 1,987,407</u>	<u>\$ 1,963,374</u>

8400 – Community Services



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Police Social Worker conducted mental health training for new personnel.
Ongoing. Fourth quarter. New employees are being trained as they are hired.

Strategic Plan Goal #4: Community Image and Identity

- ✓ Police Social Worker conducted a presentation of the available services the unit can provide at an ART Meeting.
Completed. First through fourth quarters. Two sessions of ART meetings attended and services presented.
- ✓ Police Social Worker conducted weekly postings on the Department Facebook page
Ongoing. Fourth quarter.
- ✓ Police Social Worker participated in the annual Kids at Hope event
Completed. Second quarter. The Kids at Hope Fair was very well received.
- ✓ Police Social Worker coordinated a local Social Workers meeting at the PD
Pending. Third quarter.

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 as Violence and Suicide Prevention Task Group Chair for Safe Communities
- ✓ Served on the Special Events Committee (COPS Day and Movie in the Park).
- ✓ Served on the Teen Pregnancy Prevention Project Committee.
- ✓ Processed U-Visa applications (3 as of June).

2018 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
2. The Police Social Worker will identify a mental health/emotional survival for law enforcement training that includes a component for both officers and their families.
Fourth Quarter

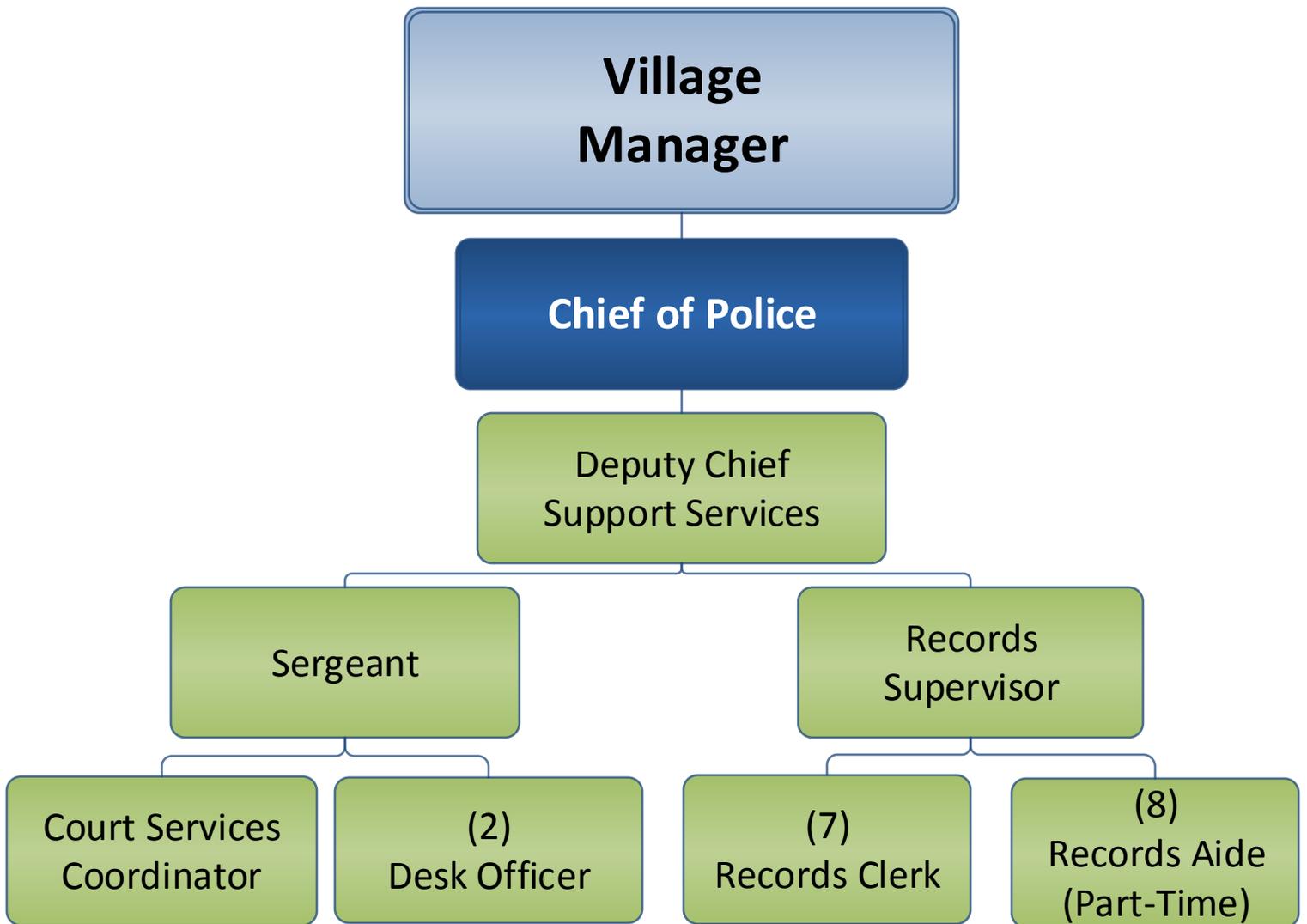
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8400 - Community Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 44,534	\$ 73,176	\$ 69,997	\$ 68,869	\$ 68,869	\$ 68,869
401-421	Overtime Compensation	546	874	993	1,000	1,000	1,000
401-423	Holiday Pay	-	-	-	2,400	-	-
401-441	State Retirement	6,451	9,951	9,938	9,710	9,710	9,069
401-442	Social Security	3,207	5,754	5,301	5,530	5,530	5,345
401-444	Employee Insurance	5,065	6,907	6,581	7,979	7,979	8,198
Total Personnel Services		<u>59,803</u>	<u>96,662</u>	<u>92,810</u>	<u>95,488</u>	<u>93,088</u>	<u>92,481</u>
402-413	Memberships / Subscriptions	25	122	60	370	370	345
Total Commodities		<u>25</u>	<u>122</u>	<u>60</u>	<u>370</u>	<u>370</u>	<u>345</u>
403-461	Consulting Services	1,320	1,855	2,210	2,540	2,200	2,200
403-471	Schools / Conferences / Meetings	200	536	883	1,095	1,095	900
403-499	Miscellaneous Expense	-	-	-	240	240	240
Total Contractual Services		<u>1,520</u>	<u>2,391</u>	<u>3,093</u>	<u>3,875</u>	<u>3,535</u>	<u>3,340</u>
Total Community Services		<u>\$ 61,348</u>	<u>\$ 99,175</u>	<u>\$ 95,963</u>	<u>\$ 99,733</u>	<u>\$ 96,993</u>	<u>\$ 96,166</u>

8500 – Staff Services



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Records supervisor oversaw the implementation of the new RMS system and ensured appropriate training is conducted for all personnel.
On hold. Fourth quarter. Project delays have pushed this initiative to 2018.
- ✓ The records supervisor oversaw the use of the Kronos timesheet system and provided training for new personnel.
Ongoing. Fourth quarter. New personnel being trained as they are hired.
- ✓ The records supervisor oversaw the implementation of the new LEADS system (LEADS 3.0) and ensured adequate training for personnel.
On hold. Fourth quarter. The system is currently delayed at the state level.

Strategic Plan Goal #5: Effective Governance

- ✓ Department-wide records destruction will be completed.
Pending. Third quarter.
- ✓ The records supervisor conducted a training session for members of the CERT Team.
Completed. Second quarter. Two sessions have been conducted as of June.

Additional Accomplishments

- ✓ Increased CERT training sessions to bi-monthly.
- ✓ Added a new field training officer in Records.
- ✓ Records clerks trained in DACRA transmittals to DuPage County.
- ✓ 3 new Records clerks and 1 new desk officer were recruited and trained.
- ✓ Records Supervisor participated in quarterly DuJIS (new RMS system) meetings and committees.
- ✓ Implemented contract with Auctions by Jennifer, Inc. for property disposal.
- ✓ Records Supervisor assisted with the administration of the RxBox medication disposal program.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Records supervisor will oversee the implementation of the new RMS system and ensure appropriate training is conducted for all personnel.
Fourth quarter. New RMS system will be successfully implemented for all PD staff.

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.

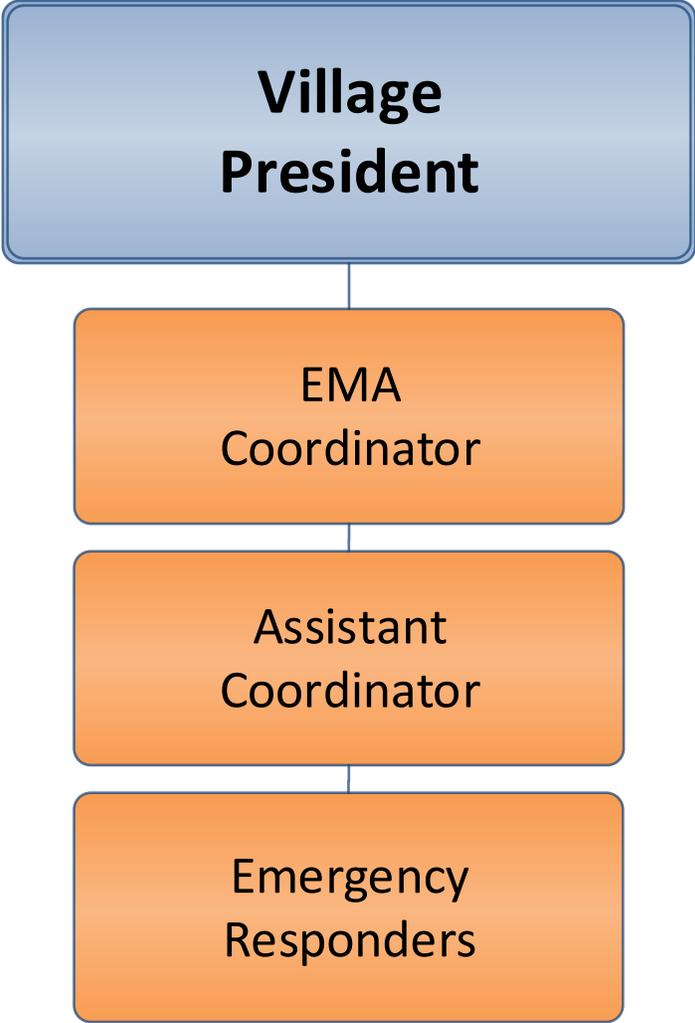
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8500 - Staff Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 303,921	\$ 473,877	\$ 582,256	\$ 515,840	\$ 515,840	\$ 524,137
401-412	Salaries - Part - Time	38,947	90,353	90,482	130,033	130,033	129,482
401-421	Overtime Compensation	5,220	24,556	24,534	18,500	20,000	18,500
401-422	Court Appearances	-	-	60	-	-	-
401-423	Holiday Pay	-	1,988	3,357	19,790	19,790	4,000
401-441	State Retirement	34,882	49,706	53,142	60,644	60,644	59,051
401-442	Social Security	24,902	45,683	53,774	53,074	53,074	51,521
401-443	Police / Fire Pension	51,311	43,475	43,095	38,579	38,979	48,637
401-444	Employee Insurance	81,879	87,775	95,041	129,058	129,058	162,852
Total Personnel Services		541,061	817,414	945,742	965,518	967,418	998,180
402-411	Office Supplies	2,184	4,837	5,295	5,000	5,000	5,000
402-413	Memberships / Subscriptions	217	614	600	1,050	1,050	1,050
402-423	Communications Parts	1,608	1,699	2,479	2,500	2,500	2,500
402-427	Materials & Supplies	3,933	6,221	7,516	6,500	6,000	6,000
402-431	Uniforms	1,465	5,066	4,012	3,500	3,500	4,000
402-434	Small Tools	20	-	-	-	-	-
402-435	Evidence	3,312	5,000	4,953	5,000	5,000	5,000
402-436	Photo Supplies	652	724	1,000	1,000	1,000	1,000
402-499	Miscellaneous Expense	18	-	-	-	-	-
Total Commodities		13,408	24,161	25,855	24,550	24,050	24,550
403-412	Postage	11,266	23,081	30,360	25,000	32,000	30,000
403-436	Maintenance Agreements	5,041	5,455	8,215	7,500	7,500	7,500
403-451	Equipment Rentals	490,062	671,341	668,497	686,031	686,031	706,979
403-461	Consulting Services	3,080	4,097	1,881	7,500	2,500	3,000
403-470	Binding & Printing	482	1,032	303	1,500	1,500	1,500
403-471	Schools / Conferences / Meetings	835	4,991	3,021	5,000	3,000	4,000
403-472	Transportation	64	204	-	250	250	250
403-499	Miscellaneous Expense	12	-	-	-	-	-
Total Contractual Services		510,842	710,202	712,277	732,781	732,781	753,229
Total Staff Services		\$ 1,065,311	\$ 1,551,776	\$ 1,683,874	\$ 1,722,849	\$ 1,724,249	\$ 1,775,959

8600 – Emergency Management



PURPOSE STATEMENT

The goal of the Hanover Park Emergency Management Agency (EMA) is to coordinate the emergency readiness and disaster preparedness planning of the Village of Hanover Park. This 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 Deputy Chief of Support Services and the EMA Coordinator (Chief of Police) are responsible for the goals, objectives and functions of this division.

This includes the ability of key Village executives to coordinate the operation of police and fire forces, ambulance, hospitals, medical personnel, radio and television stations and all other people and units able to help under conditions of extraordinary emergency by a predetermined plan. It provides trained volunteers to support the regular forces, particularly in functions not normally performed by existing personnel, such as weather spotters and radiological monitoring.

EMA serves to assure coordination among operating departments of the Village with nongovernmental groups such as hospitals, medical professionals, and with higher and adjacent governments during non-emergency periods to take the lead in community-wide planning and other preparation needed to assure that the Village will be able to conduct coordination of operations should an emergency occur.

DESCRIPTION OF DEPARTMENTAL FUNCTIONS

The Emergency Management Agency provides the establishment of systems to warn the public of peacetime or attack disaster. It provides knowledge and advice to operating departments on the special conditions and operating requirements that would be imposed by extraordinary emergencies. It conducts tests and exercises to give key local officials practice in directing coordinated operations under simulated emergency conditions.

EMA develops and maintains the Village Emergency Operations Plan, outlining what local forces and supporting groups would do in disaster situations. EMA establishes systems for alerting key Village officials, activating Emergency Operating Centers, providing resources to the Police, Fire, and Public Works Departments, and establishing and exercising an Emergency Public Information System.

EMA coordinates welfare groups, developing emergency capabilities to care for people in disasters. It coordinates and participates in training programs for the public on disaster preparedness. It coordinates and maintains relationships with industry to develop support for the Village's emergency plans. It coordinates emergency communications planning, and assists in the establishment of mutual aid agreements to provide needed services, equipment or other resources in an emergency.

EMA prepares, submits and justifies the annual Emergency Management's Budget, secures matching funds and other assistance available through preparedness programs and through other federal programs. It prepares the annual program papers and other documents required for federal assistance programs.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #5: Effective Governance

- ✓ Conducted annual fit test of department-issued gas masks.
Completed. Fourth quarter.
- ✓ Reviewed and updated 2017 NIMS compliance for the Department.
Pending. Fourth quarter.

- ✓ The EMA Assistant participated in the Local Emergency Managers' Coalition. *Ongoing. Fourth quarter. LEMC meetings are being attended.*
- ✓ The EMA Assistant maintained "StormReady" requirements. *Ongoing. Fourth quarter.*
- ✓ The EMA Assistant ensured new officers are trained as weather spotters. *Ongoing. First through fourth quarters. New officers being trained as they are hired.*
- ✓ A lockdown drill was conducted on the Village campus. *Pending. Third quarter. Will be completed upon repair and upgrade of the Village Alert System.*

Additional Accomplishments

- ✓ Participated in a full-scale emergency management exercise with Hanover Township in April.
- ✓ Increased CERT training sessions to bi-monthly.
- ✓ Maintained CERT roster to include dissemination of an interest opinion survey.
- ✓ PD emergency notification directives revised.
- ✓ Provided for the repair and expansion of the Village Alert System.

2018 BUDGET GOALS

Strategic Plan Goal #5: Effective Governance

1. Conduct annual fit test of department-issued gas masks. *(Fourth Quarter)*
2. Review and update 2018 NIMS compliance for the Department. *(Fourth Quarter)*
3. The EMA Assistant will participate in the Local Emergency Managers' Coalition. *(Fourth Quarter)*
4. The EMA Assistant will obtain "StormReady" recertification for the Village. *(Fourth Quarter)*
5. The EMA Assistant will ensure new officers are trained as weather spotters. *(Fourth Quarter)*
6. A lockdown drill will be conducted on the Village campus *(Third Quarter)*
7. A severe weather drill will be conducted on the Village campus *(Second Quarter)*
8. A teen CERT class will be conducted. *(Fourth Quarter)*
9. The repair and expansion of the Village Emergency Alert System will be initiated and overseen. *(Fourth Quarter)*
10. Training for all Village employees on the Village Emergency Alert System will be conducted. *(Fourth Quarter)*

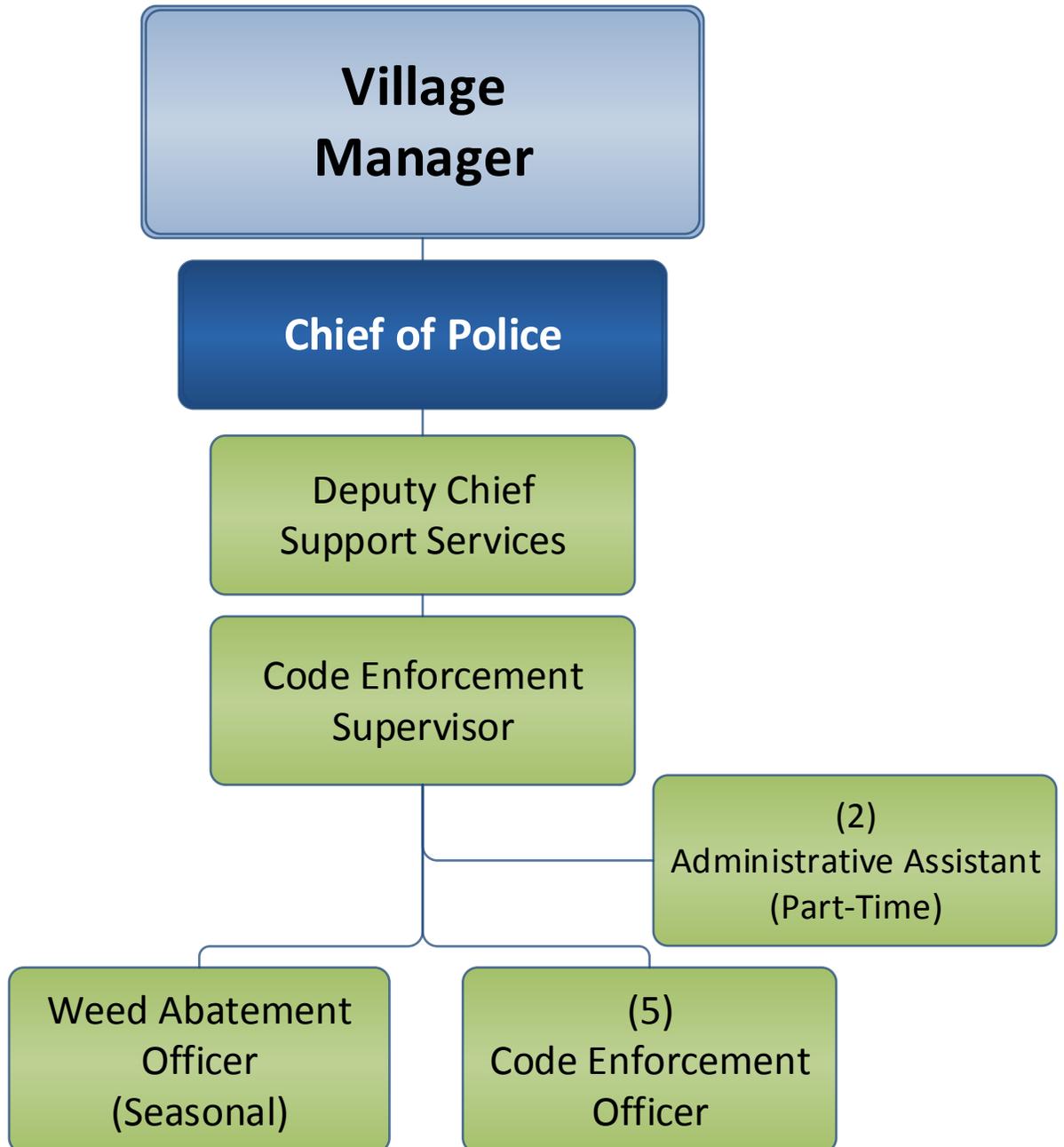
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8600 - Emergency Services

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ -	\$ -	\$ 65	\$ 65	\$ 65	\$ 65
402-427	Materials & Supplies	1,480	3,697	6,512	7,159	4,031	4,019
402-431	Uniforms	-	-	478	-	-	-
Total Commodities		<u>1,480</u>	<u>3,697</u>	<u>7,055</u>	<u>7,224</u>	<u>4,096</u>	<u>4,084</u>
403-437	M & R - Other Equipment	2,886	4,017	3,297	4,000	4,000	4,000
403-451	Equipment Rentals	452	452	-	360	452	452
403-471	Schools / Conferences / Meetings	1,058	938	1,199	1,500	1,500	1,610
403-472	Transportation	156	91	294	310	310	200
Total Contractual Services		<u>4,552</u>	<u>5,498</u>	<u>4,790</u>	<u>6,170</u>	<u>6,262</u>	<u>6,262</u>
Total Emergency Services		<u>\$ 6,032</u>	<u>\$ 9,196</u>	<u>\$ 11,846</u>	<u>\$ 13,394</u>	<u>\$ 10,358</u>	<u>\$ 10,346</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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image and Identity

- ✓ CEOs attended two ART meetings and speak on common code enforcement issues.
Completed. Fourth quarter. A Code Enforcement representative is now present at all ART meetings.
- ✓ The Crime Free Multi-Housing Coordinator maintained an incident tracking database for residences against which action may be taken.
Ongoing. First through fourth quarters.

Strategic Plan Goal #5: Effective Governance

- ✓ Conducted a bi-annual parking sweep of overnight parking violations.
Ongoing. First through fourth quarters. One completed as of June.
- ✓ Crime Free Multi-housing Coordinator conducted monthly Crime Free Multi-Housing training sessions.
Ongoing. First through further quarters.
- ✓ The Crime Free Multi Housing Coordinator conducted roll call training on the CFMH program and process to patrol personnel.
Completed. Third quarter. Training took place in August.

Additional Accomplishments

- ✓ A new Weed Abatement Officer was recruited and trained.
- ✓ Code Enforcement Supervisor participated in neighborhood improvement project events as committee member (Clean up Green Up Project – Greenbrook/Tanglewood).
- ✓ Dead, Diseased, or Dying Tree Ordinance developed and implemented.
- ✓ Compliance review of Park District property for dead trees completed.
- ✓ Foreclosed/Vacant property tracking program researched.
- ✓ Code Enforcement Supervisor served as Emergency Preparedness Task Group Chair for Safe Communities.
- ✓ Code Enforcement Supervisor and Code Enforcement ATL participated in full-scale emergency management exercise with Hanover Township.

2018 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 Crime Free Multi-Housing Coordinator will develop an online based recertification program for landlords. *(Fourth Quarter)*

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. *(Third Quarter)*
4. A homeowners' association contact sheet with updated information will be developed for each association in the Village. *(Fourth Quarter)*

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 010 - General Fund

Department 8700 - Code Enforcement

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 171,498	\$ 288,410	\$ 256,689	\$ 303,562	\$ 303,562	\$ 306,310
401-412	Salaries - Part - Time	18,465	27,415	50,695	54,076	54,076	54,466
401-421	Overtime Compensation	9,717	20,483	17,267	8,000	11,000	11,000
401-422	Court Appearances	-	73	-	-	-	-
401-423	Holiday Pay	-	-	-	10,060	-	-
401-441	State Retirement	25,725	42,457	39,100	44,246	44,246	41,809
401-442	Social Security	14,753	26,924	25,201	29,438	29,438	28,808
401-443	Police / Fire Pension	10,692	-	-	-	-	-
401-444	Employee Insurance	50,568	49,231	28,022	97,999	97,999	77,006
Total Personnel Services		301,419	454,994	416,975	547,381	540,321	519,399
402-411	Office Supplies	571	376	935	1,000	1,000	1,000
402-413	Memberships / Subscriptions	175	200	164	210	210	210
402-414	Books / Publications / Maps	88	98	100	100	100	100
402-431	Uniforms	2,491	2,434	5,013	2,500	2,500	2,500
402-434	Small Tools	-	25	510	550	550	550
402-436	Photo Supplies	-	50	-	-	-	-
402-499	Miscellaneous Expense	-	144	370	-	-	-
Total Commodities		3,324	3,326	7,092	4,360	4,360	4,360
403-436	Maintenance Agreements	9,360	7,651	4,210	9,500	7,000	7,500
403-452	Vehicle Maintenance & Replacement	38,798	25,768	25,768	-	-	-
403-461	Consulting Services	145	-	-	400	400	400
403-470	Binding & Printing	473	500	410	500	500	500
403-471	Schools / Conferences / Meetings	1,218	1,712	1,660	1,712	1,712	1,870
403-472	Transportation	25	-	-	-	-	-
Total Contractual Services		50,019	35,631	32,048	12,112	9,612	10,270
Total Code Enforcement		\$ 354,762	\$ 493,951	\$ 456,115	\$ 563,853	\$ 554,293	\$ 534,029

COMMUNITY DEVELOPMENT DEPARTMENT

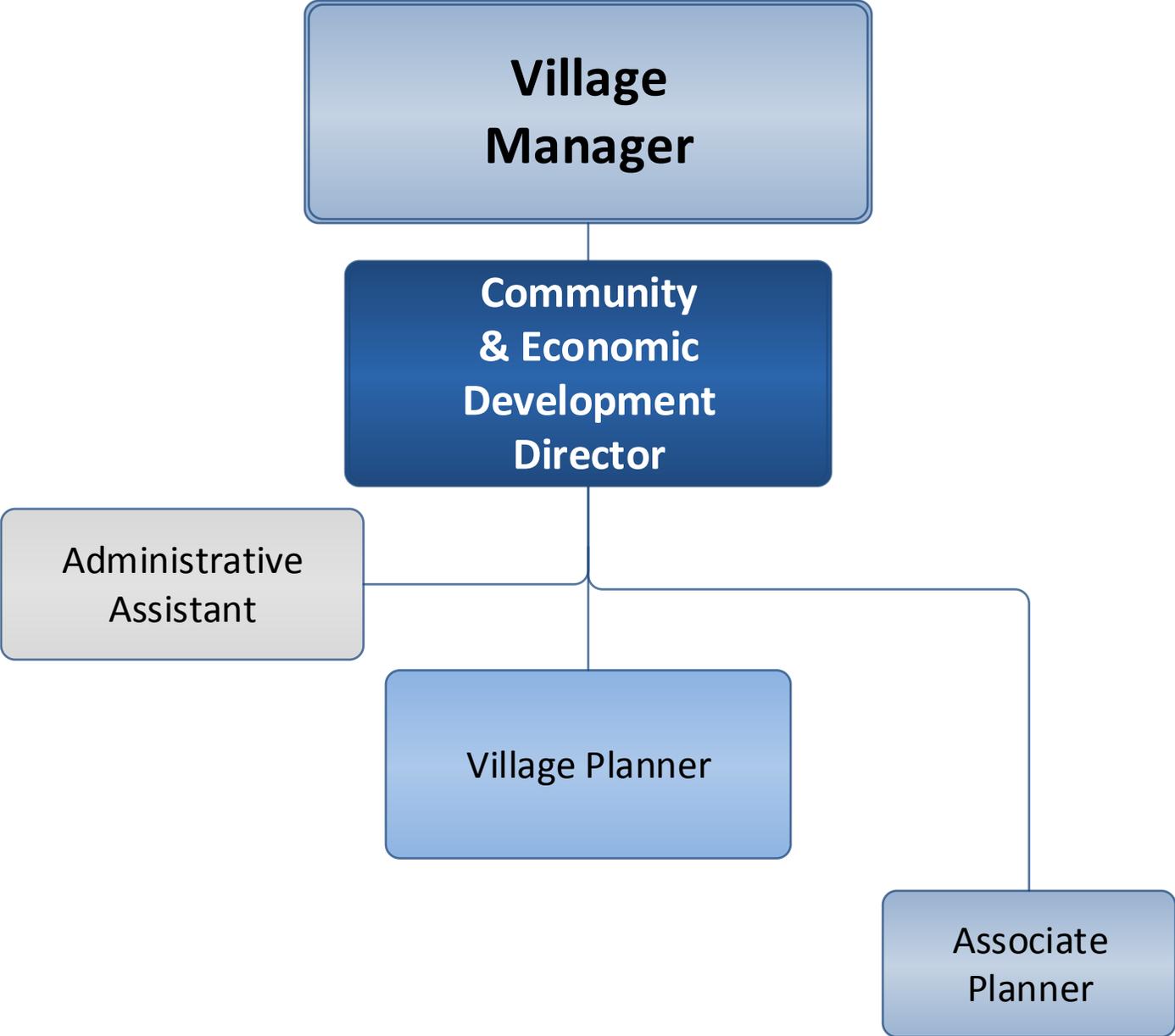
Cost Control Centers

Economic Development

9200

Organization of the Community Development Department





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. They promote 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 include reviewing plans for proposed developments, administering land use regulations, long-range planning, managing and administering the Village's TIF Districts and promoting economic development. Included in these responsibilities are providing staff and technical assistance to the Development Commission, CONECT Committee, Historic Commission and the Development Review Committee.

Planning and zoning administration are major functions of the Department of Community & Economic Development. All proposals for commercial, industrial, and residential development are reviewed for compliance with Village's municipal code, specifically for the zoning and subdivision requirements. New development proposals are taken to the internal Development Review Committee for conceptual and site plan review, as well as consideration of public and fire safety concerns. If a proposal requires development review by the Development Commission, the Staff coordinates a public hearing and provides analysis and recommendations along with Findings of Fact. Following the public hearing, cases are forwarded to the Village Board for consideration and final decision. Staff works closely with developers, architects, and property owners throughout this process.

Long-range planning activities include creation of redevelopment plans, evaluating projects and proposals, and periodic updating of the Comprehensive Plan, Zoning Ordinance, Subdivision Regulations, and Sign Code. Specifically, the Department of Community and Economic Development coordinates the following programs and activities on an ongoing basis:

1. Maintaining, updating, and revising presentation materials promoting business and industrial development in Hanover Park. Other miscellaneous information, such as top 15 employer's lists, vacant commercial properties, and the industrial buildings inventory are updated periodically.
2. Encouraging further development and redevelopment in existing industrial and commercial areas, including Turnberry Lakes, Hanover Corporate Center, Greenbrook Plaza, Hanover Square, Westview Center, Church Street Station, and major commercial corridors. Staff continues to work closely with industrial and commercial property representatives to ensure continued success.
3. Attending various professional workshops and training seminars to obtain legislative updates, learn best practices, further technical skills, and maintain professional certification.

4. Providing summary of economic development contacts on a regular basis. These summaries are included in the weekly Community Development update.

The Department of Community & Economic Development is also responsible for the Village's economic development and marketing program. Components of the marketing program include participation at trade shows, networking with real estate and development professionals, responding to inquiries and leads of businesses wishing to locate in the Village, and promoting the Village through press releases and articles in trade publications. Additionally, staff maintains a database of properties available for lease or sale, and also a directory of existing businesses.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Number of Full Time Employees	2	2	3	3	3
Number of Part Time Employees	1	-	-	0	0
Number of Full Time Employees Per 1,000 Population	0.06	0.06	0.08	0.077	0.08
Development Applications	4	3	3	3	4
Zoning Text Amendments	3	*	1 **	5	0
Redevelopment Agreements (Amendments)	0	1	1	1***	1****
Total Expenditures	\$344,006	\$158,504	\$340,124	\$381,539	\$363,598
Cost of Services Per Capita	\$9.06	\$4.17	\$8.95	\$10.04	\$9.57

* Village Center Plan Adopted

** Unified Development Ordinance/Comprehensive Zoning Update Drafted

*** Hanover Square Redevelopment Agreement

**** 900 Irving Park Road Redevelopment Agreement (expected)

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

1. Continued conducting Business Retention Visits and obtained Surveys of employers in town to improve the business environment & address major issues identified in the process.
Ongoing – Staff, along with the Mayor and a trustee, have met with several area businesses this year as a pro-active measure of retention, and also continue soliciting Business Retention Surveys. Staff actively works on addressing issues identified in the survey or visits. (First through fourth quarters)
2. Continued research and submit for applicable grant programs to address needs as established.
Ongoing - Community Development staff applied for a grant with Chicago Metropolitan Agency for Planning to update the Village's Comprehensive Plan. (First through fourth quarters)

Strategic Plan Goal #2: Focused Economic Development & Redevelopment

1. Actively researched and promoted development opportunities in the Village Center and Irving Park Corridor planning areas.
Ongoing - Staff researches and attends numerous events to promote development opportunities especially along Irving Park Road and the Village Center. Community Development staff have worked with the leasing agents, property managers and consultants towards the redevelopment and leasing of Hanover Square Shopping Center. Staff also focused on the properties in the northwest quadrant of Lake Street and Barrington Road, as well as Village-owned properties on Lake Street. Coordinated with consultant to update the Village Center/TOD Plan, obtaining feedback from developers, and property and business owners of the area. Continued promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, Irving Park Corridor and available properties in the area. These areas were specifically marketed at the ICSC National Convention as well as regional events. Several businesses have expanded or opened in the vicinity of Irving Park Rd and Barrington Road including Checker's Restaurant, McDonald's, Mattress Firm and Tap House Grill. Staff also worked with several businesses, including restaurants, to recruit them into locating at existing available vacant sites. Additionally, assisted Menards with expansion to the east. A major project has been finalizing the documents for 900 Irving Park Rd for the proposed senior housing project. (First through fourth quarters)
2. Attended and hosted real estate and business developer and tenant events showcasing real estate and business opportunities within the Village.
Ongoing. In addition to Village representatives attending retail tradeshow and events, staff worked with Choose DuPage to offer a "Developer Day" tour to highlight development opportunities within the Village. This event focused on developers who are looking for transit-oriented development sites to increase awareness of our Village Center area. (Fourth quarters)
3. Assisted with overseeing completion Hanover Square Shopping Center renovations along with other tasks per Redevelopment Agreement.
Ongoing - Community Development Staff consistently worked with several key personnel to finish the renovation efforts at Hanover Square Shopping Center, as well as market the available spaces to new businesses. Staff actively markets the leasable spaces at the retail trade shows which has led to positive discussions. (First through fourth quarters)
4. Oversaw and encouraged development and redevelopment in all TIF Areas (3, 4 and 5).
Ongoing - Staff assisted with the ongoing redevelopment of the Hanover Square Shopping Center, meeting with developers and property owners of key properties in the Village Center area to encourage development and connected potential end users with sellers. Continued promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, and available properties in the TIF 3 area. Fostered a relationship with a developer interested in the seven-acre property across the street from the Metra Train Station. Met with a potential restaurant user for the Village-owned land at 1311 Irving Park Road (former Corfu restaurant) in the TIF 4 area. Staff has also continued promoting available property in the TIF 5 area. Worked with the developer of 900 Irving Park Road (the former Menard's site) which includes coordinating construction activities and working through a Redevelopment Agreement between the Village and the developer. The proposed development will improve the property with a new vibrant, \$40 million mixed-use community. (First through fourth quarters)

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.
Ongoing - Community Development staff and other Village representatives actively worked with Teska Associates to update the Village Center and Transit Oriented Development Plan to realign the future land uses and densities with market trends. Staff participated in and provided information for meetings with IDOT, the Tollway Authority for the roadway extension of the Elgin O'Hare Expressway. (First through fourth quarters)
2. Implemented infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study where practical.
Ongoing - Chicago Metropolitan Agency for Planning (CMAP) and Active Transportation Alliance (ATA) paired up to work with Village representatives to brainstorm infrastructure and land use recommendations in and around the Irving Park Road and Barrington Road intersection to improve the health, safety and welfare for pedestrians and bicyclists. Recommendations from this study will be made available later in 2017. (First through fourth quarters)

Strategic Plan Goal #4: Community Image & Identity

1. Established and maintained a Historic Commission in the Village.
Accomplished/Ongoing - Staff worked on establishing an Ordinance to set up a Historic Commission to advance the preservation and historic aspects of the Village. A Historic Committee was created for volunteers to assist in promoting the mission of the Commission. Volunteers are being sought as potential Commissioners. (First through fourth quarters)
2. Continued Zoning Code update as needed.
Ongoing - Community Development staff consistently evaluated the Zoning Code to ensure that our regulations are fair, equitable and updated. There are several regulations identified for research and review of potential amendments. (First through fourth quarters)
3. Assisted in the implementation of current Zoning and Sign Codes through timely review of building and sign applications and processing of development applications.
Ongoing - Community Development staff reviews all building permits for compliance with the Zoning and Sign Codes. To date, 150 permits have been reviewed by staff. (First through fourth quarters)
4. Coordinated with CMAP developing a regional housing study (Homes for a Changing Region) to help project supply and demand trends and develop a long-term housing policy plan.
Complete/Ongoing - Community Development staff worked with CMAP and Teska Associates to finish the Homes Study. Preliminary recommendations have been made based on the findings from the Homes Study. Final recommendations will be incorporated in the Village Center and Transit Oriented Development Plan. (First through fourth quarters)

Additional Accomplishments

- ✓ Partnered with ACCION Chicago to co-host the second annual Hanover Park Small Business Workshop. This successful event drew over 40 attendees representing small businesses and resource organizations.
- ✓ Continued working along with the Clerk’s Office and Habitat for Humanity to assist with the Greenbrook-Tanglewood Neighborhood Revitalization program. This program is a four-year endeavor where Habitat for Humanity will re-invest in this neighborhood and offer a series of programs to assist the local residents. The goal of the program is to increase home-ownership, stabilize the neighborhood and increase the level of investment.
- ✓ Partnered with four other nearby communities to form the “Next Level Northwest Business Accelerator”. This group will assist Stage-II businesses that are looking to grow or expand their operations and need the technical expertise to reach their full potential. The soft launch was held at Hanover Park Village Hall in July, 2017 and the official launch occurred in the Fall of 2017.
- ✓ Received \$240,000 in Community Development Block Grant funds for street reconstruction and water-main replacement for Greenbrook Court. Staff worked with DuPage County Community Development Commission to execute a Grant Agreement for the project. The construction should commence in Spring 2018.
- ✓ Submitted an application to the Chicago Metropolitan Agency for Planning (CMAP) under their Local Technical Assistance Program to help update the Village’s Comprehensive Plan. If awarded, staff from CMAP will update our Comprehensive Plan and assist with implementing the Plan by helping to apply for various grants for up to two years after the Plan’s adoption.
- ✓ Continued working with the Bartlett Area Chamber of Commerce to help promote the business community. Director Govind sits on the Board of Directors for the Chamber to ensure that the Village of Hanover Park is equally represented.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Continue conducting 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)*
2. Assist in recruiting businesses in existing vacant commercial and industrial buildings to reduce vacancy and enhance revenue. *(First through fourth quarters)*
3. 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, NW corner of Lake and Barrington Roads, as well as the Village Center area.
2. Actively research and promote development opportunities in the Village Center and Irving Park Corridor planning areas. *(First through fourth quarters)*
3. Attend and/or host real estate and business developer and tenant events showcasing business within the Village. *(First through fourth quarters)*

4. Assist with overseeing completion of Hanover Square Shopping Center rezoning along with other tasks per Redevelopment Agreement. *(First through fourth quarters)*
5. Oversee and encourage development and redevelopment in all TIF Areas (3, 4 and 5). *(First through fourth quarters)*

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 update. *(First through fourth quarters)*
3. Implement signage regulations balancing the Village's overall goals with the needs of the business community – following adoption of updated regulations. *(First through fourth quarters)*
4. Assist in the implementation of current zoning and sign codes through timely review of building and sign applications and processing of development applications. *(First through fourth quarters)*
5. Initiate implementation of recommendations from the Homes for a Changing Region housing study. *(First through fourth quarters)*

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

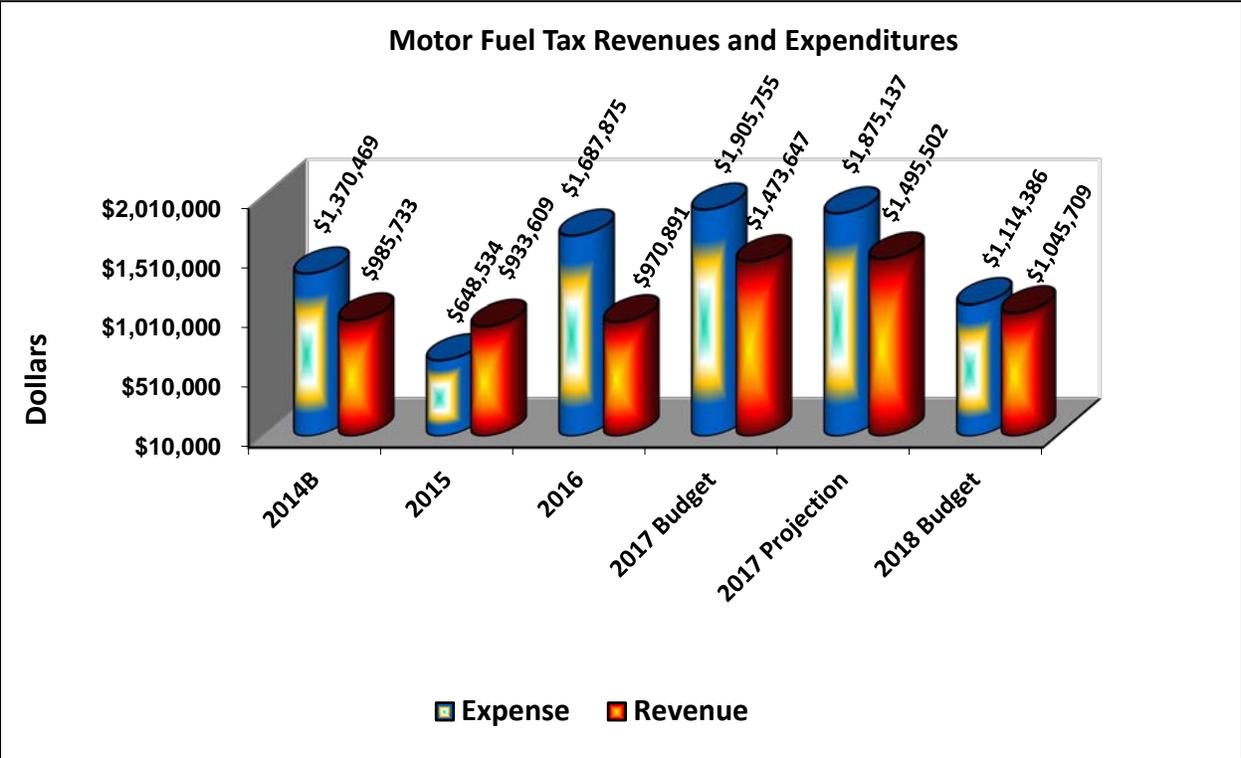
Fund 010 - General Fund

Department 9200 - Economic Development

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 141,073	\$ 203,674	\$ 226,410	\$ 233,288	\$ 233,288	\$ 235,990
401-412	Salaries - Part - Time	-	6,292	8,545	13,000	13,000	12,378
401-421	Overtime Compensation	8,504	7,429	11,171	10,000	10,000	11,000
401-441	State Retirement	21,930	28,436	33,724	33,395	33,395	32,565
401-442	Social Security	10,939	17,094	19,046	18,910	18,910	20,140
401-444	Employee Insurance	22,392	24,619	15,094	21,293	21,293	21,739
Total Personnel Services		204,839	287,543	313,989	329,886	329,886	333,812
402-411	Office Supplies	562	1,254	1,172	1,000	1,000	1,000
402-413	Memberships / Subscriptions	1,503	1,836	2,276	16,645	16,507	17,171
402-414	Books / Publications / Maps	-	-	-	200	200	200
Total Commodities		2,064	3,090	3,448	17,845	17,707	18,371
403-412	Postage	7,691	12,731	11,465	12,800	13,091	800
403-417	Tax Incentive Payments	1,335,487	2,675,396	2,427,737	2,025,000	2,015,000	2,120,000
403-436	Maintenance Agreements	637	1,702	2,189	1,368	1,574	1,600
403-452	Vehicle Maintenance & Replacement	4,000	4,000	4,000	4,000	4,000	3,400
403-461	Consulting Services	7,378	777	12,219	10,000	11,256	7,500
403-470	Binding & Printing	8,275	14,982	15,597	15,700	13,339	2,000
403-471	Schools / Conferences / Meetings	4,415	5,844	9,844	12,566	10,468	11,450
403-472	Transportation	281	1,910	2,796	3,125	3,301	3,674
403-491	Special Events	-	-	-	750	600	750
Total Contractual Services		1,368,162	2,717,340	2,485,847	2,085,309	2,072,629	2,151,174
Total Economic Development		\$ 1,575,065	\$ 3,007,973	\$ 2,803,285	\$ 2,433,040	\$ 2,420,222	\$ 2,503,357

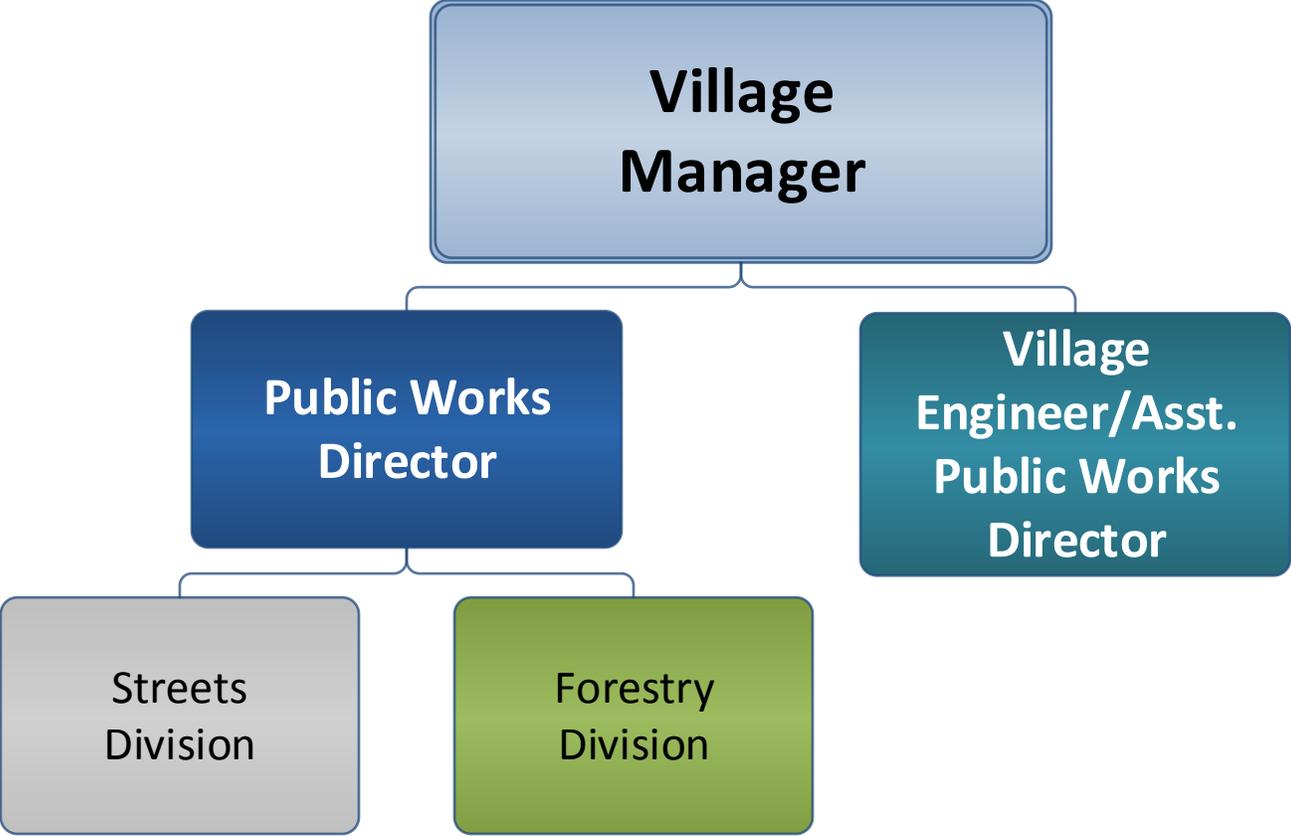
MOTOR FUEL TAX FUND

The Motor Fuel Tax Fund – used to account for the revenues and expenditures for the operation and maintenance of street and storm water programs and capital projects authorized by the Illinois Department of Transportation. The Illinois Motor Fuel Tax (MFT) Fund includes both state and local taxes for the privilege of operating motor vehicles on public highways and operating recreational watercraft on the waters of the State or local roads. The state motor fuel tax is based on the consumption of motor fuel. Illinois motor fuel taxes are 19.0 cents per gallon on non-diesel fuel and 21.5 cents per gallon on diesel fuel. The State of Illinois distributes 54.4% of the monies to local taxing districts based on a statutory formula (per capita).



The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade 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. Motor Fuel Tax funds are also used for street cleaning, street sweeping, and snow removal operations. Effective January 1, 2018 the Village impose a Motor Fuel Tax of \$0.02 cents per U.S. Gallons (including fractional gallons).

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

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Street Resurfacing – Miles	3.5	3.04	3.38	0	.3
Street Reconstruction – Miles		0	0	0	.34
Snow/Ice Response Incidents	13	20	26	18	10

Through this funding the Village provides the following activities:

Reconstruction and rehabilitation of existing Village streets including annual programs for resurfacing sidewalk, and curb and gutter replacement.

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 traffic signals, roadway lighting, new sidewalk additions, etc.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ To provide expanded funding for the annual street resurfacing program.
Ongoing.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Investigate using new methods to expand MFT resurfacing funds.
Ongoing.

Additional Accomplishments

- ✓ Utilized Full Depth Reclamation (FDR) for Street Reconstruction Project.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Apply for STP/LAFO funding for street improvement projects.
Ongoing. Utilizing grant money where practical and possible helps utilize budget dollars more efficiently.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Investigate the use of pavement treatments to extend the useful life of our streets.
First quarter.
2. Utilize pavement & soil testing prior to street reconstruction projects for individualized design parameters.
First through third quarters. This will assist in engineering design and help avoid costly construction change orders.

Strategic Plan Goal #4: Community Image & Identity

1. Identify and apply for grants for multi-use paths.
Ongoing. There is a need for new and expanded paths along the Barrington Road corridor and other areas identified in the bike path map.

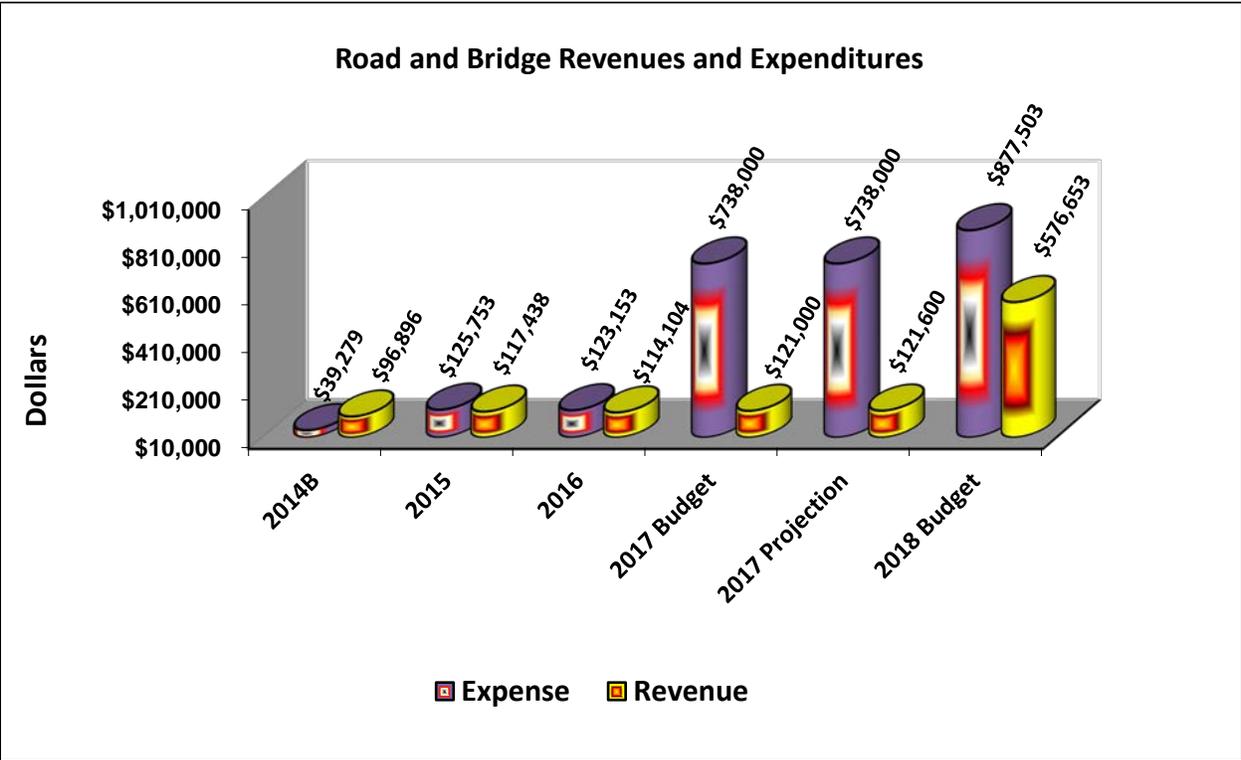
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 11 - Motor Fuel Tax Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
314-302 Gasoline Tax	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 68,000
Total Taxes	-	-	-	-	-	68,000
331-303 Motor Fuel Tax	981,665	928,341	966,817	956,920	970,500	972,109
332-301 State Grants	-	-	-	112,627	119,402	-
Total Intergovernmental Revenue	981,665	928,341	966,817	1,069,547	1,089,902	972,109
361-300 Interest on Investments	2,493	3,693	1,975	2,000	3,500	3,500
Total Investment Income	2,493	3,693	1,975	2,000	3,500	3,500
380-311 Reimb Exp-MFT	1,575	1,575	2,100	2,100	2,100	2,100
Total Miscellaneous Revenue	1,575	1,575	2,100	2,100	2,100	2,100
391-305 Interfund Road and Bridge	-	-	-	400,000	400,000	-
Total Interfund Transfer	-	-	-	400,000	400,000	-
Total Revenues and Other Financing Sources	\$ 985,733	\$ 933,609	\$ 970,891	\$ 1,473,647	\$ 1,495,502	\$ 1,045,709
Expenditures and Other Financing Uses						
401-411 Salaries - Regular	\$ 41,164	\$ (608)	\$ -	\$ -	\$ -	\$ -
401-421 Overtime Compensation	1,833	(250)	-	-	-	-
401-428 On Call Premium Pay	171	-	-	-	-	-
401-441 State Retirement	6,292	(115)	-	-	-	-
401-442 Social Security	3,060	(65)	-	-	-	-
401-444 Employee Insurance	5,561	4,523	-	-	-	-
Total Personnel Services	58,081	3,485	-	-	-	-
402-427 Materials & Supplies	6,761	130,776	143,473	124,000	93,382	-
Total Commodities	6,761	130,776	143,473	124,000	93,382	-
403-415 Street Lighting	33,354	60,279	62,502	65,000	65,000	-
403-435 M & R - Streets & Bridges	291,245	332,417	366,374	447,627	447,627	-
403-436 Maintenance Agreements	20,467	28,020	30,229	31,628	31,628	31,628
403-437 M & R - Other Equipment	530	4,111	2,342	2,500	2,500	9,000
Total Contractual Services	345,596	424,826	461,448	546,755	546,755	40,628
413-422 Improvement Other Than Buildings	960,031	89,448	1,082,954	1,235,000	1,235,000	1,073,758
Total Capital Outlay	960,031	89,448	1,082,954	1,235,000	1,235,000	1,073,758
Total Expenditures and Other Financing Uses	\$ 1,370,469	\$ 648,534	\$ 1,687,875	\$ 1,905,755	\$ 1,875,137	\$ 1,114,386
Net Change in Fund Balance	\$ (384,736)	\$ 285,075	\$ (716,983)	\$ (432,108)	\$ (379,635)	\$ (68,677)
Beginning Fund Balance	1,332,957	948,221	1,233,296	516,312	516,312	136,677
Ending Fund Balance	\$ 948,221	\$ 1,233,296	\$ 516,312	\$ 84,204	\$ 136,677	\$ 68,000

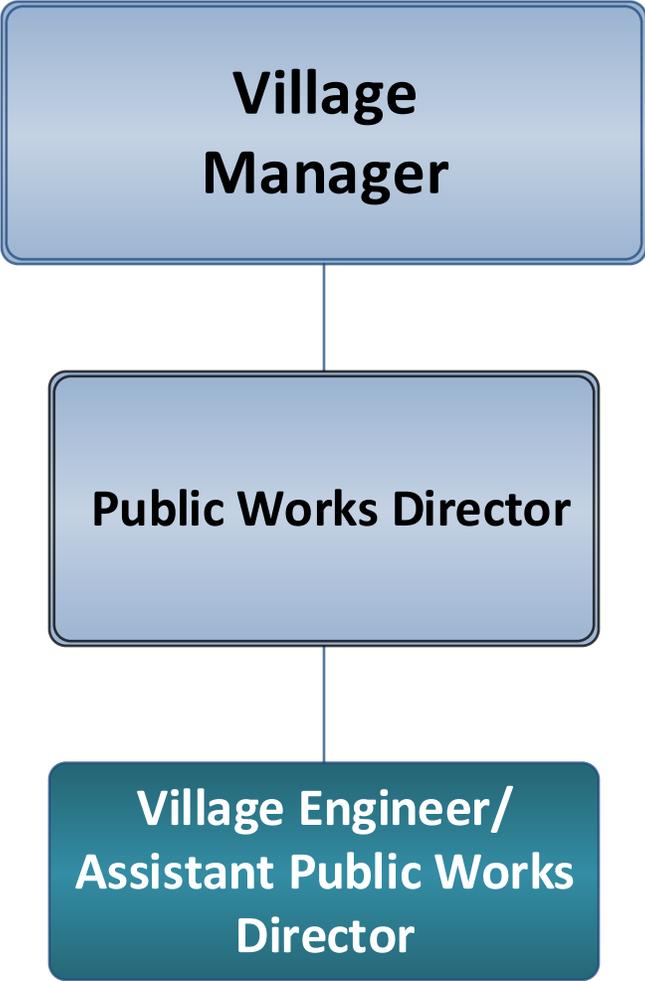
ROAD AND BRIDGE FUND

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 and contributions from other government agencies.



The Road and Bridge Fund is used for maintenance of bridges, street resurfacing material testing, street/bike path plan preparation and Barrington Road Phase 3, Arlington Road Bridge Phase 1&2 Engineering, Street Program Design. In FY2018 a one-time Transfer from General Fund to help fund the projects.

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Provided for Phase 1 Engineering for the Arlington Bridge project.
Second & third quarters.
- ✓ Provided Phase III Engineering for Barrington Road street lighting project.
Second through fourth quarters.
- ✓ Prepared plans for the street / bike path program for 2017.
First & second quarters.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Provided Phase III Engineering for Barrington Road street lighting project.
Second through fourth quarters.

Additional Accomplishments

- ✓ Received \$119,000 in DCEO Grants for LED lighting upgrades.
- ✓ Approved for \$240,000 CDBG grant for Greenbrook Court water main and resurfacing.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Oversee Phase II Engineering for Arlington Drive Bridge project.
First through fourth quarters. IDOT preliminary design approval is expected in first quarter, then final design can begin. The bridge rating was recently reduced to 5 ton weight limit. Construction of new bridge is anticipated in FY19.

Strategic Plan Goal #4: Community Image & Identity

1. Construction of Hawk Hollow Bike Path.
Second & third quarters. Federal ITEP funds will be used to pay approximately 80% of the engineering and construction costs.
2. Construction of Greenbrook Court water main & resurfacing using CDBG funds.
First through third quarters. This project will enhance the infrastructure and aesthetics of the public road leading into an aging development that is being updated and enhanced with a partnership with Habitat for Humanity.

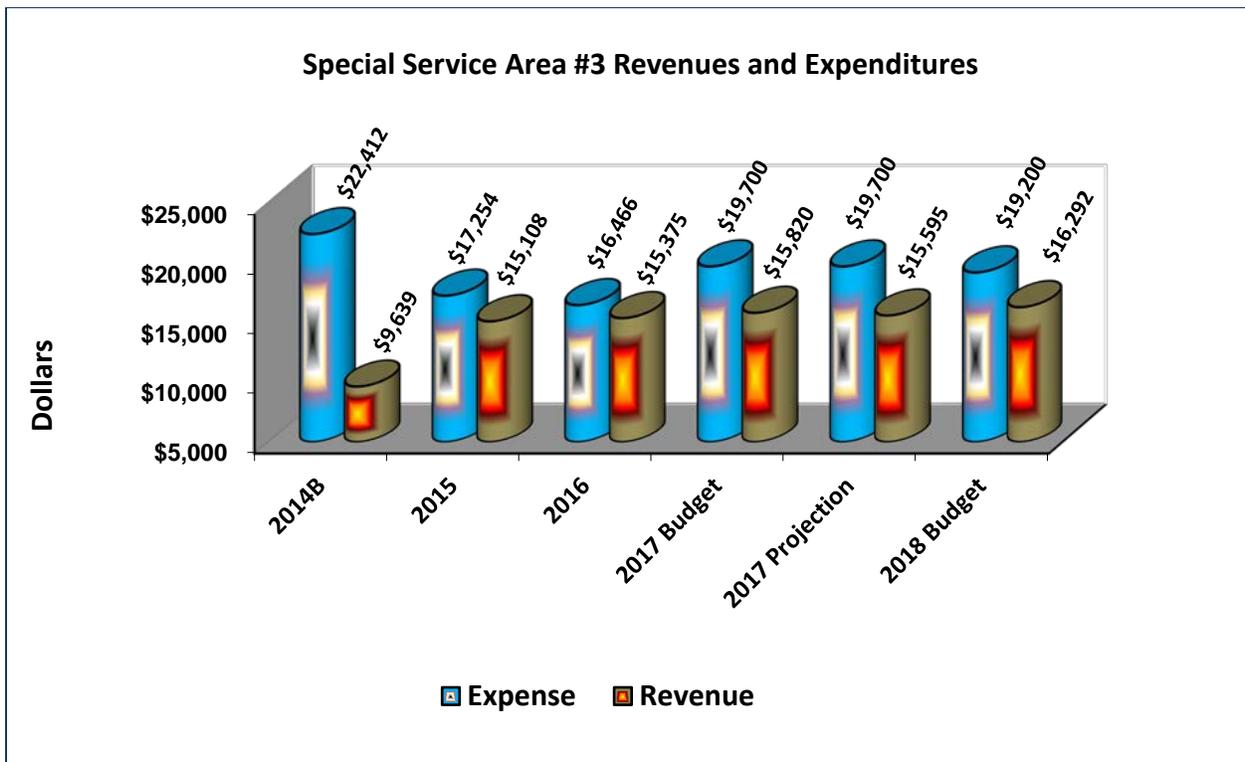
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 12 - Road and Bridge Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-304 Township Tax Levy - Current	\$ 82,417	\$ 116,544	\$ 111,415	\$ 120,000	\$ 117,500	\$ 120,000
Total Taxes	<u>82,417</u>	<u>116,544</u>	<u>111,415</u>	<u>120,000</u>	<u>117,500</u>	<u>120,000</u>
331-301 Personal Property Replacement	345	490	378	500	1,100	500
332-301 State Grants	12,500	-	-	-	-	127,200
Total Intergovernmental Revenue	<u>12,845</u>	<u>490</u>	<u>378</u>	<u>500</u>	<u>1,100</u>	<u>127,700</u>
361-300 Interest On Investments	1,635	405	2,311	500	3,000	3,000
Total Investment Income	<u>1,635</u>	<u>405</u>	<u>2,311</u>	<u>500</u>	<u>3,000</u>	<u>3,000</u>
391-301 Interfund General Fund	-	-	-	-	-	325,953
Total Interfund Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>325,953</u>
Total Revenues and Other Financing Sources	<u>\$ 96,896</u>	<u>\$ 117,438</u>	<u>\$ 114,104</u>	<u>\$ 121,000</u>	<u>\$ 121,600</u>	<u>\$ 576,653</u>
Expenditures and Other Financing Uses						
402-427 Materials & Supplies	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 82,500
Total Commodities	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>82,500</u>
403-415 Street Lighting	-	-	-	-	-	60,000
403-435 M & R - Streets & Bridges	-	-	-	-	-	395,000
403-464 Engineering Services	17,529	69,717	123,153	338,000	338,000	320,001
Total Contractual Services	<u>17,529</u>	<u>69,717</u>	<u>123,153</u>	<u>338,000</u>	<u>338,000</u>	<u>775,001</u>
412-403 Interfund Motor Fuel Tax	-	-	-	400,000	400,000	-
Total Interfund Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>400,000</u>	<u>400,000</u>	<u>-</u>
413-422 Improvement Other Than Buildings	21,750	56,036	-	-	-	20,002
Total Capital Outlay	<u>21,750</u>	<u>56,036</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,002</u>
Total Expenditures and Other Financing Uses	<u>\$ 39,279</u>	<u>\$ 125,753</u>	<u>\$ 123,153</u>	<u>\$ 738,000</u>	<u>\$ 738,000</u>	<u>\$ 877,503</u>
Net Change in Fund Balance	<u>\$ 57,618</u>	<u>\$ (8,315)</u>	<u>\$ (9,050)</u>	<u>\$ (617,000)</u>	<u>\$ (616,400)</u>	<u>\$ (300,850)</u>
Beginning Fund Balance	<u>876,996</u>	<u>934,614</u>	<u>926,299</u>	<u>917,250</u>	<u>917,250</u>	<u>300,850</u>
Ending Fund Balance	<u>\$ 934,614</u>	<u>\$ 926,299</u>	<u>\$ 917,250</u>	<u>\$ 300,250</u>	<u>\$ 300,850</u>	<u>\$ (0)</u>

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 #3 MAP

SSA 3



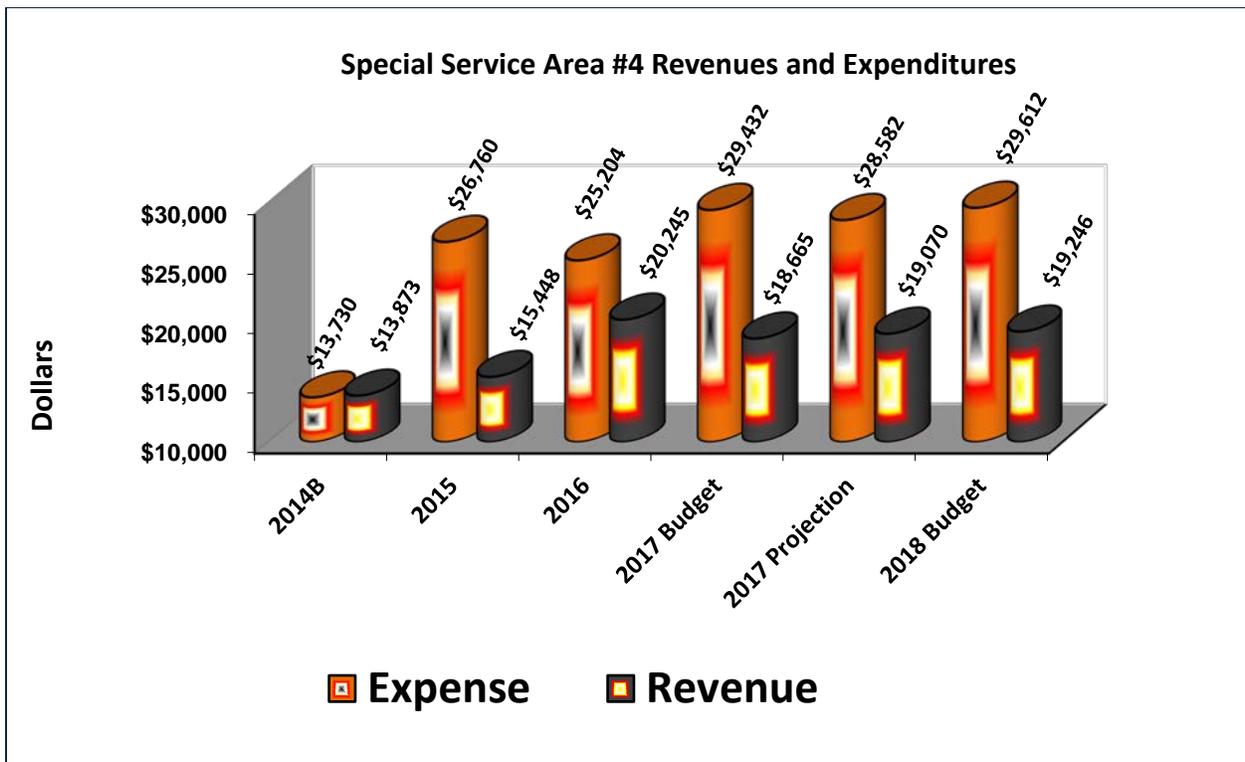
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 13 - Special Service Area #3 Fund

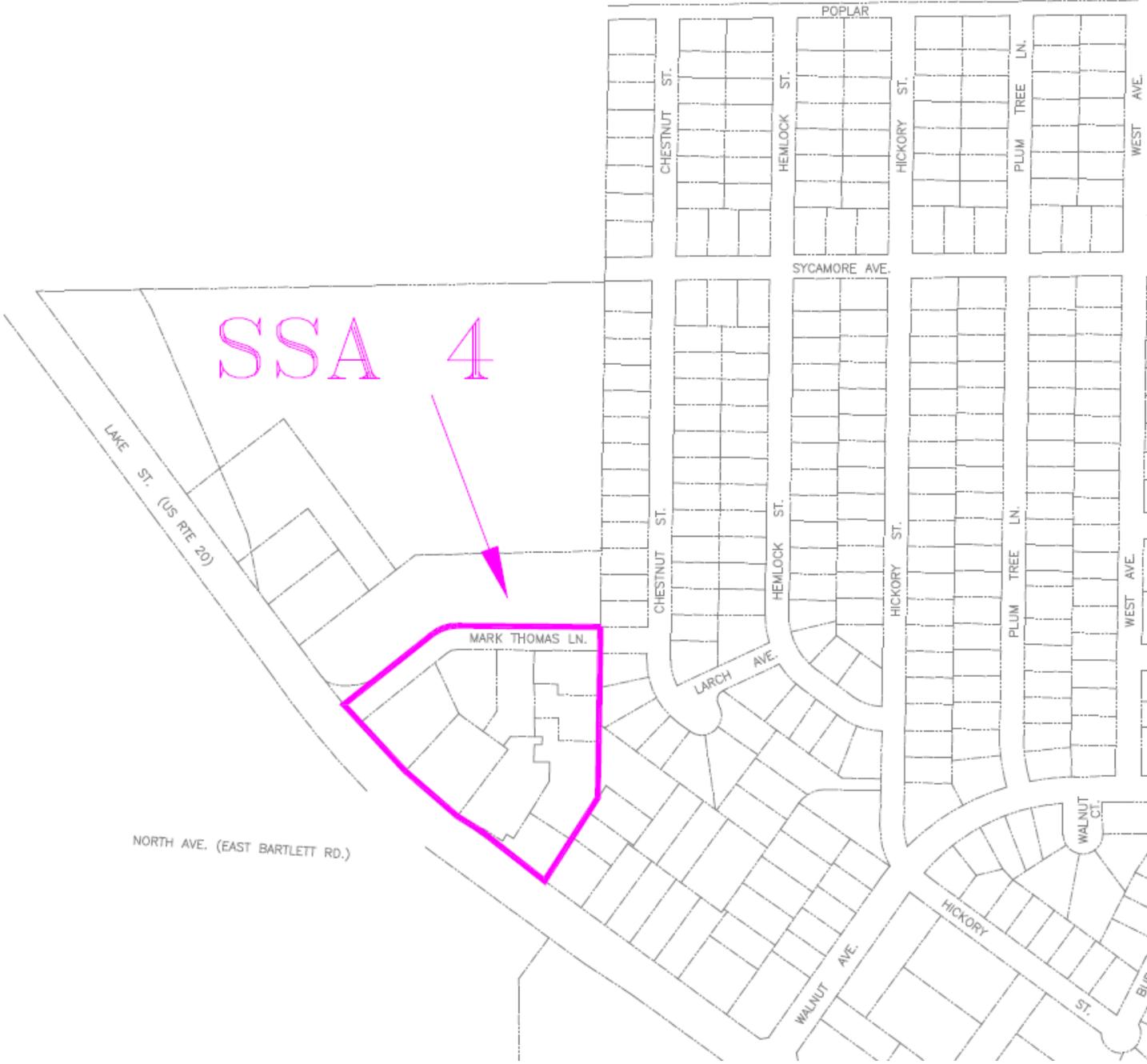
Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 3	\$ 9,547	\$ 15,088	\$ 15,284	\$ 15,720	\$ 15,500	\$ 16,192
Total Taxes	<u>9,547</u>	<u>15,088</u>	<u>15,284</u>	<u>15,720</u>	<u>15,500</u>	<u>16,192</u>
361-300 Interest On Investments	92	20	91	100	95	100
Total Investment Income	<u>92</u>	<u>20</u>	<u>91</u>	<u>100</u>	<u>95</u>	<u>100</u>
Total Revenues and Other Financing Sources	<u>\$ 9,639</u>	<u>\$ 15,108</u>	<u>\$ 15,375</u>	<u>\$ 15,820</u>	<u>\$ 15,595</u>	<u>\$ 16,292</u>
Expenditures and Other Financing Uses						
403-451 Equipment Rentals	\$ 15,359	\$ 17,254	\$ 16,466	\$ 19,700	\$ 19,700	\$ 19,200
Total Contractual Services	<u>15,359</u>	<u>17,254</u>	<u>16,466</u>	<u>19,700</u>	<u>19,700</u>	<u>19,200</u>
Total Operating Expenditures	<u>15,359</u>	<u>17,254</u>	<u>16,466</u>	<u>19,700</u>	<u>19,700</u>	<u>19,200</u>
413-422 Improvement Other Than Buildings	7,053	-	-	-	-	-
Total Capital Outlay	<u>7,053</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 22,412</u>	<u>\$ 17,254</u>	<u>\$ 16,466</u>	<u>\$ 19,700</u>	<u>\$ 19,700</u>	<u>\$ 19,200</u>
Net Change in Fund Balance	<u>\$ (12,773)</u>	<u>\$ (2,146)</u>	<u>\$ (1,091)</u>	<u>\$ (3,880)</u>	<u>\$ (4,105)</u>	<u>\$ (2,908)</u>
Beginning Fund Balance	<u>56,952</u>	<u>44,179</u>	<u>42,033</u>	<u>40,942</u>	<u>40,942</u>	<u>36,837</u>
Ending Fund Balance	<u>\$ 44,179</u>	<u>\$ 42,033</u>	<u>\$ 40,942</u>	<u>\$ 37,062</u>	<u>\$ 36,837</u>	<u>\$ 33,929</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. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.



SPECIAL SERVICE AREA #4 MAP



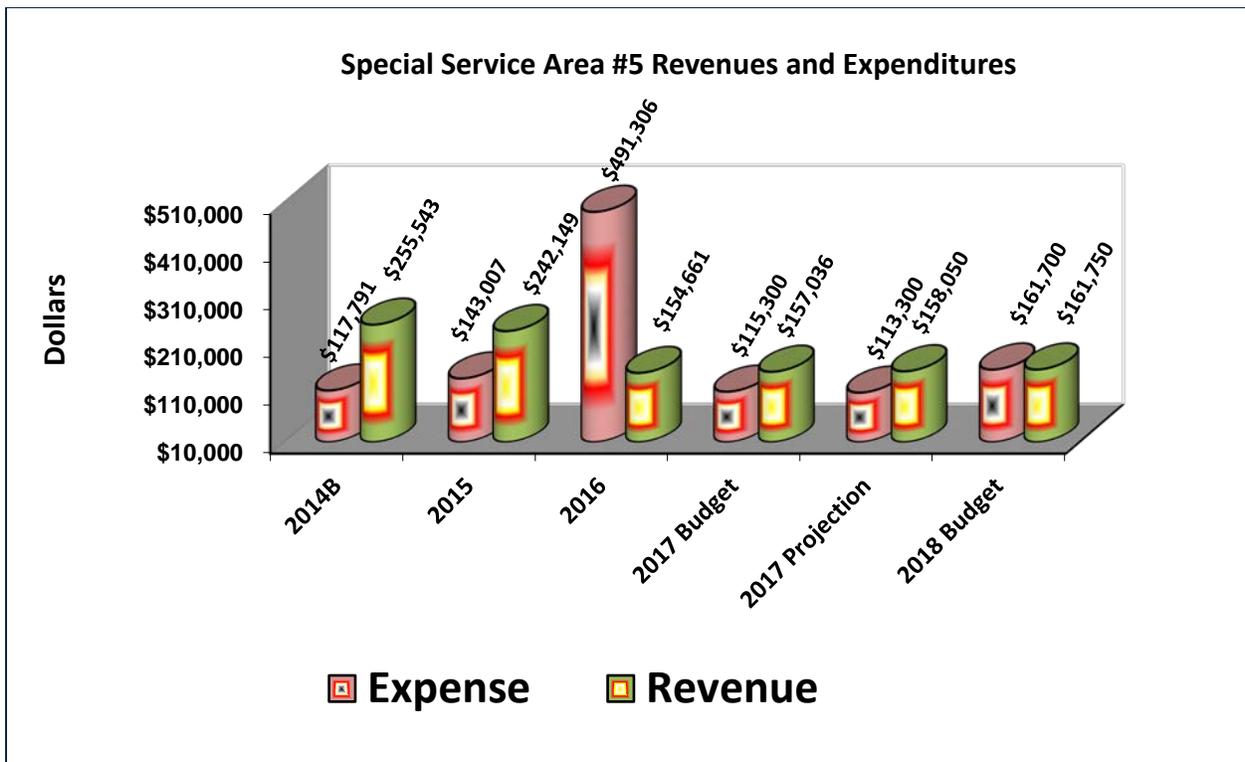
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 14 - Special Service Area #4 Fund

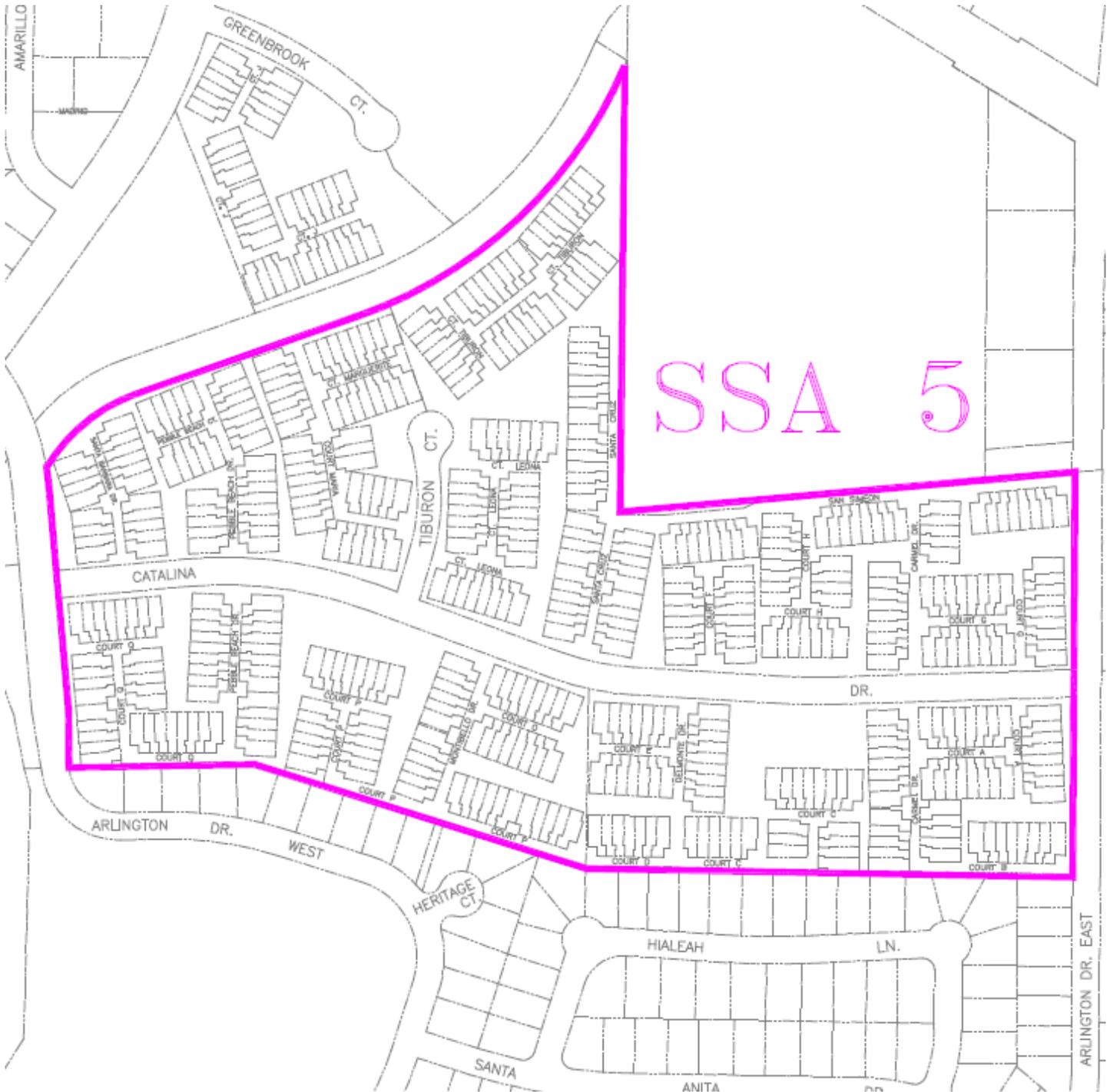
Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 4	\$ 13,811	\$ 15,419	\$ 20,108	\$ 18,540	\$ 18,950	\$ 19,096
Total Taxes	<u>13,811</u>	<u>15,419</u>	<u>20,108</u>	<u>18,540</u>	<u>18,950</u>	<u>19,096</u>
361-300 Interest On Investments	62	29	137	125	120	150
Total Investment Income	<u>62</u>	<u>29</u>	<u>137</u>	<u>125</u>	<u>120</u>	<u>150</u>
Total Revenues and Other Financing Sources	<u>\$ 13,873</u>	<u>\$ 15,448</u>	<u>\$ 20,245</u>	<u>\$ 18,665</u>	<u>\$ 19,070</u>	<u>\$ 19,246</u>
Expenditures and Other Financing Uses						
403-412 Postage	\$ -	\$ 101	\$ 144	\$ 1,000	\$ 150	\$ 150
403-451 Equipment Rentals	13,730	26,659	25,060	28,432	28,432	29,462
Total Contractual Services	<u>13,730</u>	<u>26,760</u>	<u>25,204</u>	<u>29,432</u>	<u>28,582</u>	<u>29,612</u>
Total Expenditures and Other Financing Uses	<u>\$ 13,730</u>	<u>\$ 26,760</u>	<u>\$ 25,204</u>	<u>\$ 29,432</u>	<u>\$ 28,582</u>	<u>\$ 29,612</u>
Net Change in Fund Balance	<u>\$ 143</u>	<u>\$ (11,312)</u>	<u>\$ (4,959)</u>	<u>\$ (10,767)</u>	<u>\$ (9,512)</u>	<u>\$ (10,366)</u>
Beginning Fund Balance	<u>73,941</u>	<u>74,084</u>	<u>62,772</u>	<u>57,813</u>	<u>57,813</u>	<u>48,301</u>
Ending Fund Balance	<u>\$ 74,084</u>	<u>\$ 62,772</u>	<u>\$ 57,813</u>	<u>\$ 47,046</u>	<u>\$ 48,301</u>	<u>\$ 37,935</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. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.



SPECIAL SERVICE AREA #5 MAP



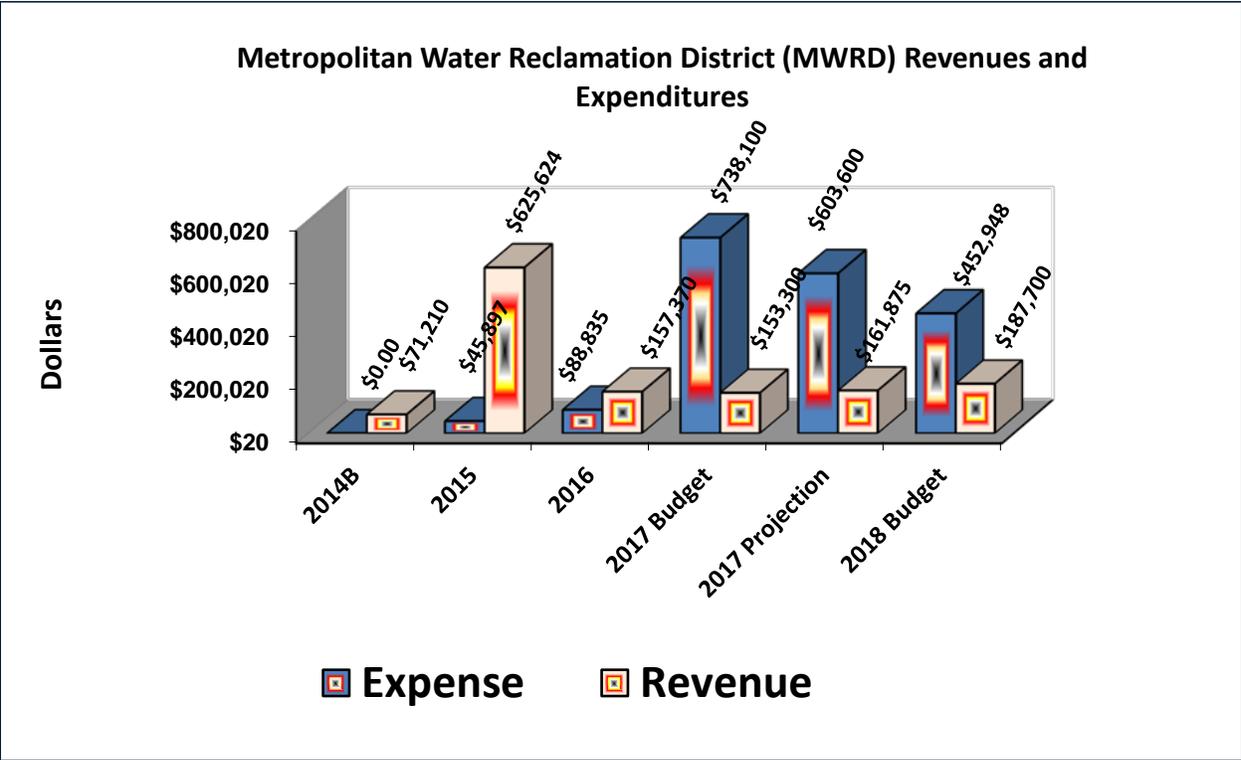
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 15 - Special Service Area #5

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 5	\$ 255,514	\$ 241,993	\$ 153,815	\$ 156,986	\$ 158,000	\$ 161,700
Total Taxes	<u>255,514</u>	<u>241,993</u>	<u>153,815</u>	<u>156,986</u>	<u>158,000</u>	<u>161,700</u>
361-300 Interest On Investments	29	157	846	50	50	50
Total Investment Income	<u>29</u>	<u>157</u>	<u>846</u>	<u>50</u>	<u>50</u>	<u>50</u>
Total Revenues and Other Financing Sources	<u>\$ 255,543</u>	<u>\$ 242,149</u>	<u>\$ 154,661</u>	<u>\$ 157,036</u>	<u>\$ 158,050</u>	<u>\$ 161,750</u>
Expenditures and Other Financing Uses						
403-412 Postage	\$ 94	\$ 1	\$ -	\$ -	\$ -	\$ -
403-451 Equipment Rentals	92,165	85,778	104,350	113,300	113,300	116,500
403-461 Consulting Services	-	774	-	-	-	45,200
403-462 Legal Services	-	688	3,376	2,000	-	-
Total Contractual Services	<u>92,258</u>	<u>87,242</u>	<u>107,726</u>	<u>115,300</u>	<u>113,300</u>	<u>161,700</u>
413-422 Improvement Other Than Buildings	25,533	55,765	383,580	-	-	-
Total Capital Outlay	<u>25,533</u>	<u>55,765</u>	<u>383,580</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 117,791</u>	<u>\$ 143,007</u>	<u>\$ 491,306</u>	<u>\$ 115,300</u>	<u>\$ 113,300</u>	<u>\$ 161,700</u>
Net Change in Fund Balance	<u>\$ 137,752</u>	<u>\$ 99,143</u>	<u>\$ (336,645)</u>	<u>\$ 41,736</u>	<u>\$ 44,750</u>	<u>\$ 50</u>
Beginning Fund Balance	<u>148,070</u>	<u>285,822</u>	<u>384,965</u>	<u>48,320</u>	<u>48,320</u>	<u>93,070</u>
Ending Fund Balance	<u>\$ 285,822</u>	<u>\$ 384,965</u>	<u>\$ 48,320</u>	<u>\$ 90,056</u>	<u>\$ 93,070</u>	<u>\$ 93,120</u>

MWRD FIELDS FUND

The Metropolitan Water Reclamation District (MWRD) Fields Fund was created by Village Board action in November, 2014 to account for the activities associated with the maintenance and improvements to the leased athletic fields (39 years). Revenues include video terminal license fee and video gaming taxes. Effective May 1, 2018 video terminal license fee increase from \$500.00 to \$1,000.00 per terminal.



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #4: Community Image & Identity

- ✓ Investigated funding/debt instruments to improve sports complex.
Ongoing
- ✓ Completed Phase 1 design.
First quarter. Completed.
- ✓ Bid Phase 1 design.
Second quarter. Completed.
- ✓ Build Phase 1 design.
Third and fourth quarter. Project modified. Two north fields contracted for new fence and new sign constructed. Other fields and grading moved to 2018.

2018 BUDGET GOALS

Strategic Plan Goal #4: Community Image & Identity

1. Continue Phase 2 of Improvements.
Second and third quarter. Continue improvements south of football field. Include raised wall by concession stands, regrading, and new fields.

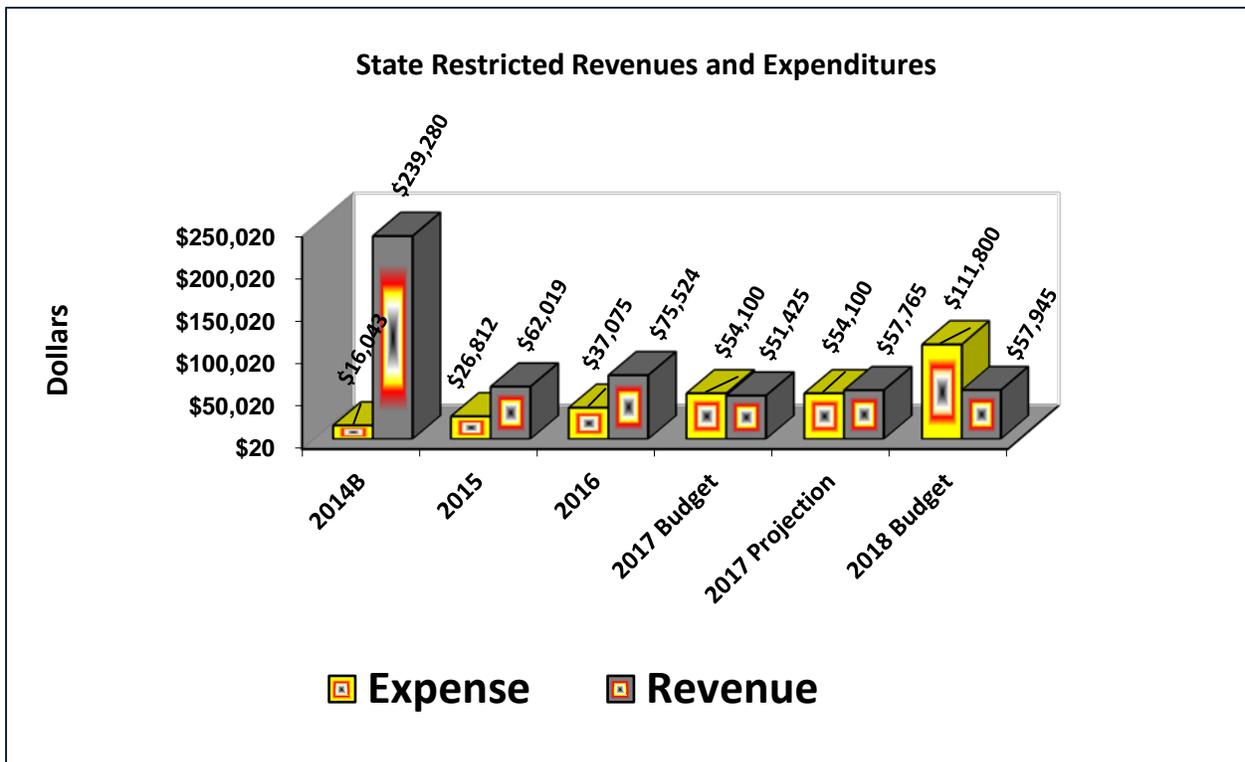
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 17 - Metropolitan Water Reclamation District Fields Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
314-306	Video Gaming Tax	\$ 49,400	\$ 110,406	\$ 140,601	\$ 138,000	\$ 145,000	\$ 152,400
	Total Taxes	49,400	110,406	140,601	138,000	145,000	152,400
322-304	Video Gaming Terminal Permits	2,500	15,000	15,000	15,000	15,000	35,000
	Total Permits & Fees	2,500	15,000	15,000	15,000	15,000	35,000
332-303	Other Government Grants	-	500,000	-	-	-	-
	Total: Intergovernmental Revenue	-	500,000	-	-	-	-
361-300	Interest On Investments	1	218	1,769	300	1,875	300
	Total Investment Income	1	218	1,769	300	1,875	300
391-301	Interfund General Fund	19,309	-	-	-	-	-
	Total Interfund Transfer	19,309	-	-	-	-	-
	Total Revenues and Other Financing Sources	\$ 71,210	\$ 625,624	\$ 157,370	\$ 153,300	\$ 161,875	\$ 187,700
Expenditures and Other Financing Uses							
403-436	Maintenance Agreements	\$ -	\$ 23,436	\$ 23,751	\$ 28,100	\$ 28,100	\$ 28,000
403-464	Engineering Services	-	4,730	1,358	10,000	10,000	51,000
	Total Contractual Services	-	28,166	25,108	38,100	38,100	79,000
413-422	Improvement Other Than Buildings	-	17,731	63,727	700,000	565,500	373,948
	Total Capital Outlay	-	17,731	63,727	700,000	565,500	373,948
	Total Expenditures and Other Financing Uses	\$ -	\$ 45,897	\$ 88,835	\$ 738,100	\$ 603,600	\$ 452,948
	Net Change in Fund Balance	\$ 71,210	\$ 579,727	\$ 68,535	\$ (584,800)	\$ (441,725)	\$ (265,248)
	Beginning Fund Balance	-	71,210	650,937	719,473	719,473	277,748
	Ending Fund Balance	\$ 71,210	\$ 650,937	\$ 719,473	\$ 134,673	\$ 277,748	\$ 12,500

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.



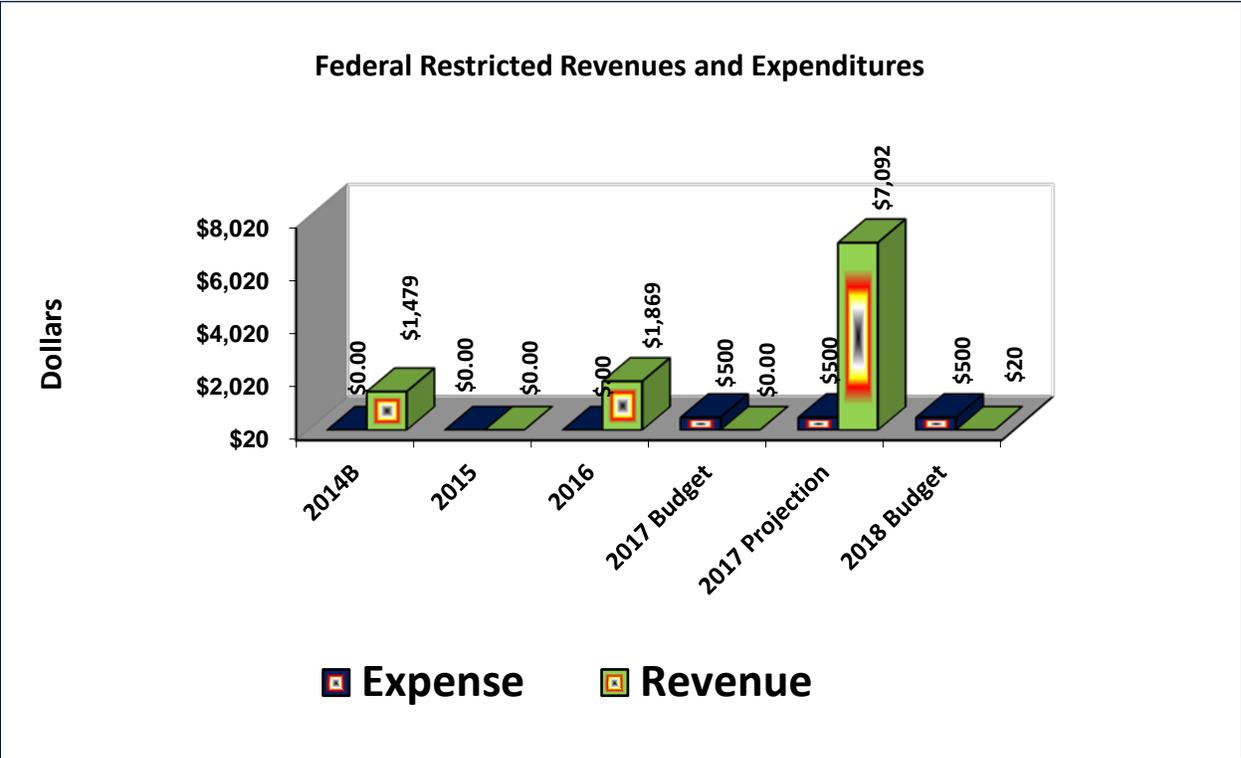
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 18 - State Restricted Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
351-306	DUI Fines	\$ 19,171	\$ 24,119	\$ 32,184	\$ 25,000	\$ 25,000	\$ 25,000
351-308	Traffic Court Supervision	14,759	16,384	15,215	15,000	15,000	15,000
351-311	Violent Offender Reg. Fees	-	20	50	-	-	-
Total Fines & Fees		33,930	40,522	47,449	40,000	40,000	40,000
361-300	Interest On Investments	0	54	341	50	-	-
Total Investment Income		0	54	341	50	-	-
367-300	Drug Forfeiture	36,722	20,307	26,978	10,500	17,000	17,000
367-301	Sex Offender Fees	40	450	755	875	765	945
367-302	Money Laundering	-	687	-	-	-	-
Total Intergovernmental Revenue		36,762	21,443	27,733	11,375	17,765	17,945
391-301	Interfund General Fund	168,589	-	-	-	-	-
Total Interfund Transfer		168,589	-	-	-	-	-
Total Revenues and Other Financing Sources		\$ 239,280	\$ 62,019	\$ 75,524	\$ 51,425	\$ 57,765	\$ 57,945
Expenditures and Other Financing Uses							
403-486	Court Supervision Expense	\$ 7,843	\$ -	\$ -	\$ -	\$ -	\$ -
403-492	Drug Forfeiture Expense	6,458	22,099	22,312	18,800	18,800	18,800
403-494	DUI Expense	1,743	4,713	14,763	35,300	35,300	93,000
Total Contractual Services		16,043	26,812	37,075	54,100	54,100	111,800
Total Expenditures and Other Financing Uses		\$ 16,043	\$ 26,812	\$ 37,075	\$ 54,100	\$ 54,100	\$ 111,800
Net Change in Fund Balance		\$ 223,237	\$ 35,208	\$ 38,448	\$ (2,675)	\$ 3,665	\$ (53,855)
Beginning Fund Balance		-	223,237	258,445	296,894	296,894	300,559
Ending Fund Balance		\$ 223,237	\$ 258,445	\$ 296,894	\$ 294,219	\$ 300,559	\$ 246,704

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.



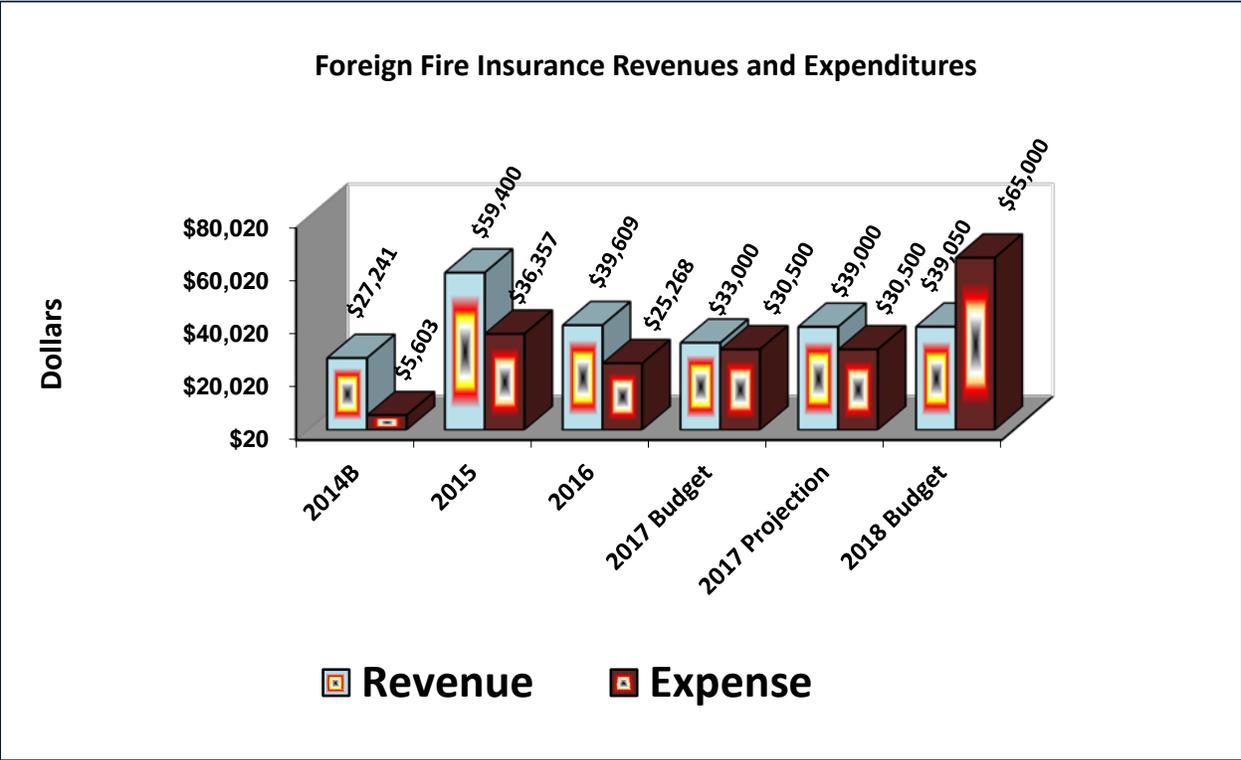
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 19 - Federal Restricted Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
361-300	Interest On Investments	\$ -	\$ -	\$ -	\$ -	\$ 20	\$ 20
	Total Investment Income	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20</u>	<u>20</u>
367-300	Drug Forfeiture - Federal	-	-	1,869	-	7,072	-
	Total Intergovernmental Revenue	<u>-</u>	<u>-</u>	<u>1,869</u>	<u>-</u>	<u>7,072</u>	<u>-</u>
391-301	Interfund General Fund	1,479	-	-	-	-	-
	Total Interfund Transfer	<u>1,479</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues and Other Financing Sources	<u>\$ 1,479</u>	<u>\$ -</u>	<u>\$ 1,869</u>	<u>\$ -</u>	<u>\$ 7,092</u>	<u>\$ 20</u>
Expenditures and Other Financing Uses							
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>\$ 1,479</u>	<u>\$ -</u>	<u>\$ 1,869</u>	<u>\$ (500)</u>	<u>\$ 6,592</u>	<u>\$ (480)</u>
	Beginning Fund Balance	<u>-</u>	<u>1,479</u>	<u>1,479</u>	<u>3,348</u>	<u>3,348</u>	<u>9,940</u>
	Ending Fund Balance	<u>\$ 1,479</u>	<u>\$ 1,479</u>	<u>\$ 3,348</u>	<u>\$ 2,848</u>	<u>\$ 9,940</u>	<u>\$ 9,460</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.



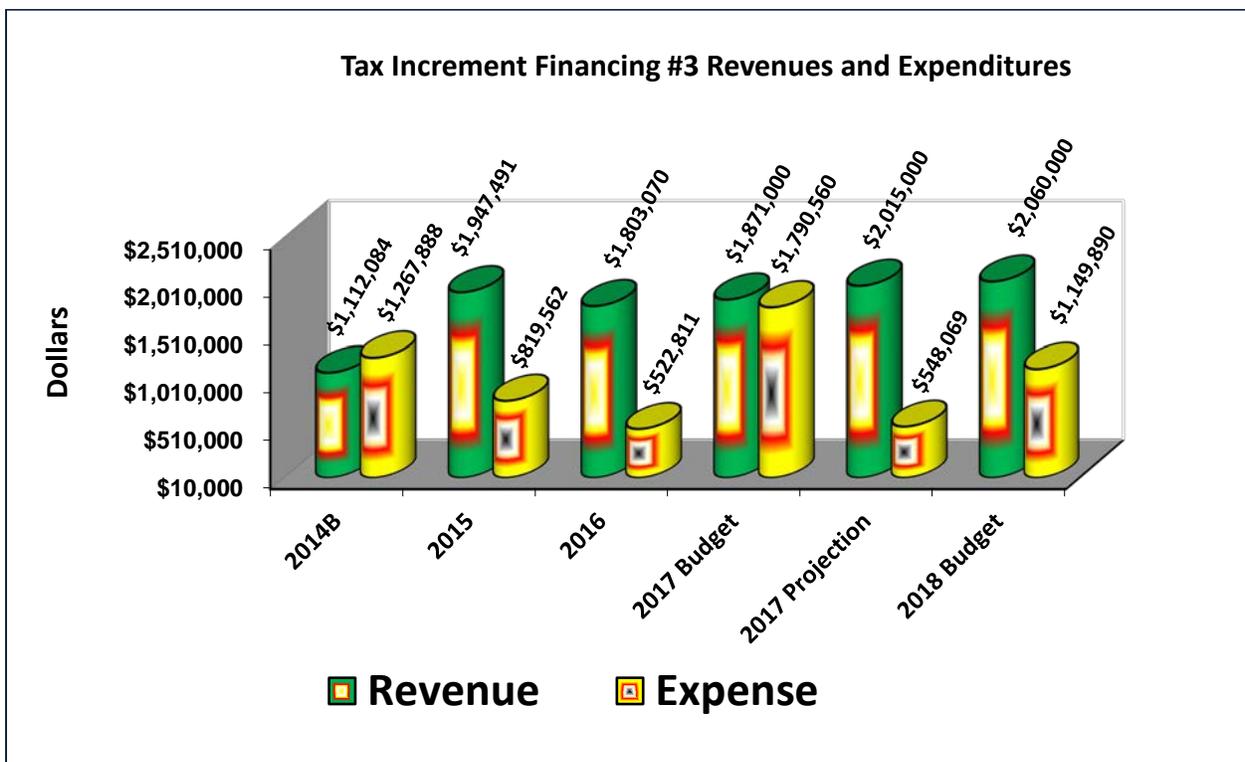
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 20 - Foreign Fire Insurance Tax Fund

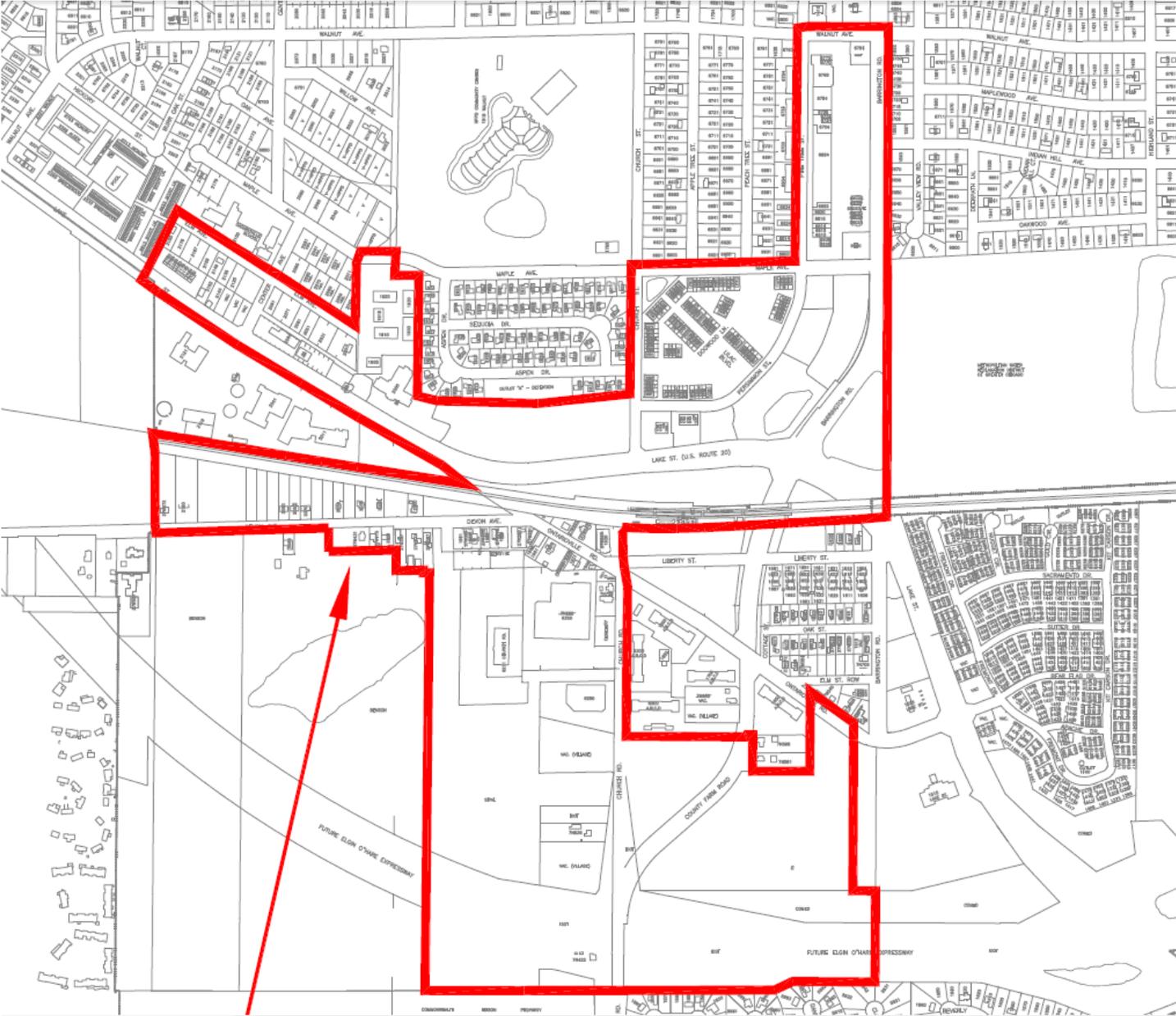
Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
314-305	Foreign Fire Insurance Tax	\$ 27,241	\$ 38,360	\$ 39,609	\$ 33,000	\$ 39,000	\$ 39,000
	Total Other Taxes	<u>27,241</u>	<u>38,360</u>	<u>39,609</u>	<u>33,000</u>	<u>39,000</u>	<u>39,000</u>
361-300	Interest On Investments	-	-	0	-	-	50
	Total Investment Income	<u>-</u>	<u>-</u>	<u>0</u>	<u>-</u>	<u>-</u>	<u>50</u>
389-303	Miscellaneous Income	-	331	-	-	-	-
	Total Other Revenues	<u>-</u>	<u>331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
391-301	Interfund General Fund	-	20,708	-	-	-	-
	Total Interfund Transfer	<u>-</u>	<u>20,708</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues and Other Financing Sources	<u>\$ 27,241</u>	<u>\$ 59,400</u>	<u>\$ 39,609</u>	<u>\$ 33,000</u>	<u>\$ 39,000</u>	<u>\$ 39,050</u>
Expenditures and Other Financing Uses							
402-427	Materials & Supplies	\$ -	\$ -	\$ 4,090	\$ -	\$ -	\$ 15,000
402-433	Safety & Protective Equipment	-	852	11,494	11,500	11,500	30,000
402-434	Small Tools	-	33,507	-	4,000	4,000	5,000
402-499	Miscellaneous Expense	5,603	1,997	9,684	15,000	15,000	15,000
	Total Commodities	<u>5,603</u>	<u>36,357</u>	<u>25,268</u>	<u>30,500</u>	<u>30,500</u>	<u>65,000</u>
	Total Expenditures and Other Financing Uses	<u>\$ 5,603</u>	<u>\$ 36,357</u>	<u>\$ 25,268</u>	<u>\$ 30,500</u>	<u>\$ 30,500</u>	<u>\$ 65,000</u>
	Net Change in Fund Balance	<u>\$ 21,638</u>	<u>\$ 23,043</u>	<u>\$ 14,342</u>	<u>\$ 2,500</u>	<u>\$ 8,500</u>	<u>\$ (25,950)</u>
	Beginning Fund Balance	<u>-</u>	<u>21,638</u>	<u>44,681</u>	<u>59,022</u>	<u>59,022</u>	<u>67,522</u>
	Ending Fund Balance	<u>\$ 21,638</u>	<u>\$ 44,681</u>	<u>\$ 59,022</u>	<u>\$ 61,522</u>	<u>\$ 67,522</u>	<u>\$ 41,572</u>

TAX INCREMENT FINANCE #3 FUND

Tax Increment Finance Area #3 Fund – created in 2001 for the improvements in the Village Center Redevelopment District located at Barrington Road and Lake Street. This Tax Increment Finance Area #3 will expire in 2024. Initial financing has been provided by a transfer from the General Fund. Revenues include incremental property taxes from the TIF.



TAX INCREMENT FINANCE DISTRICT #3 MAP



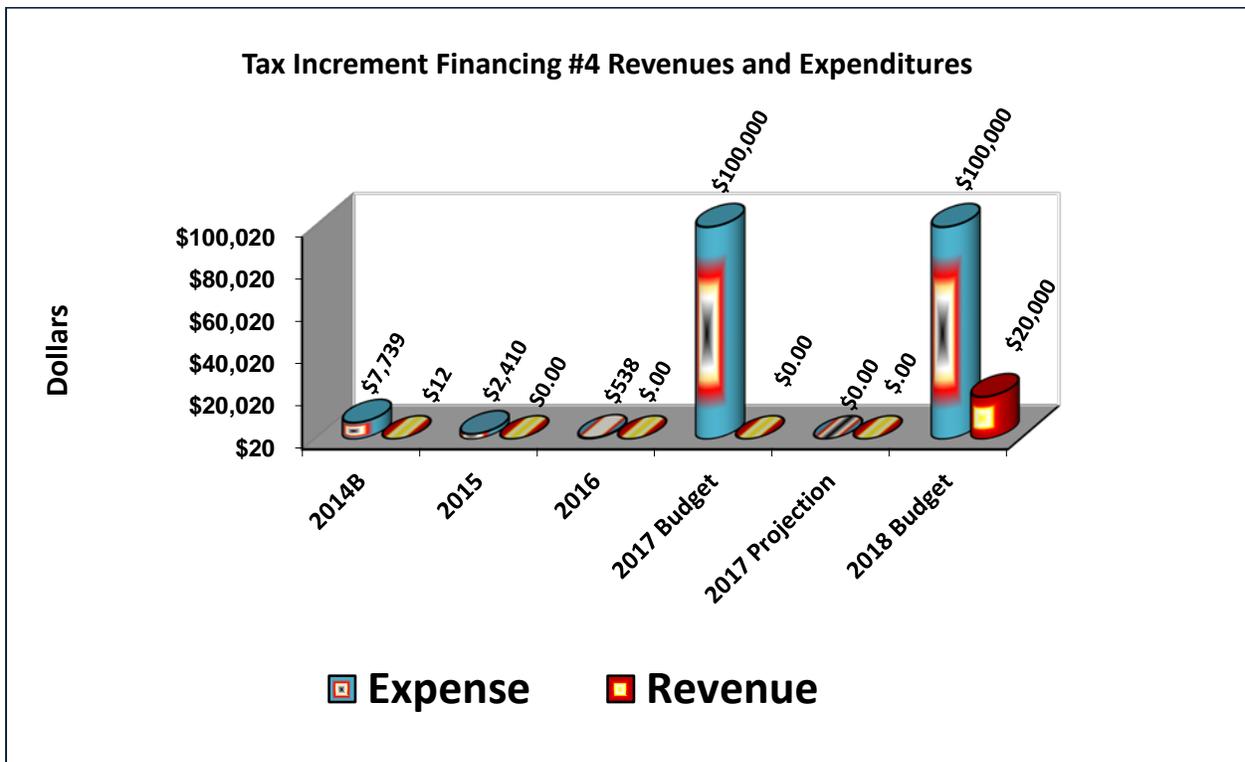
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 33 - Tax Increment Finance District # 3 Fund

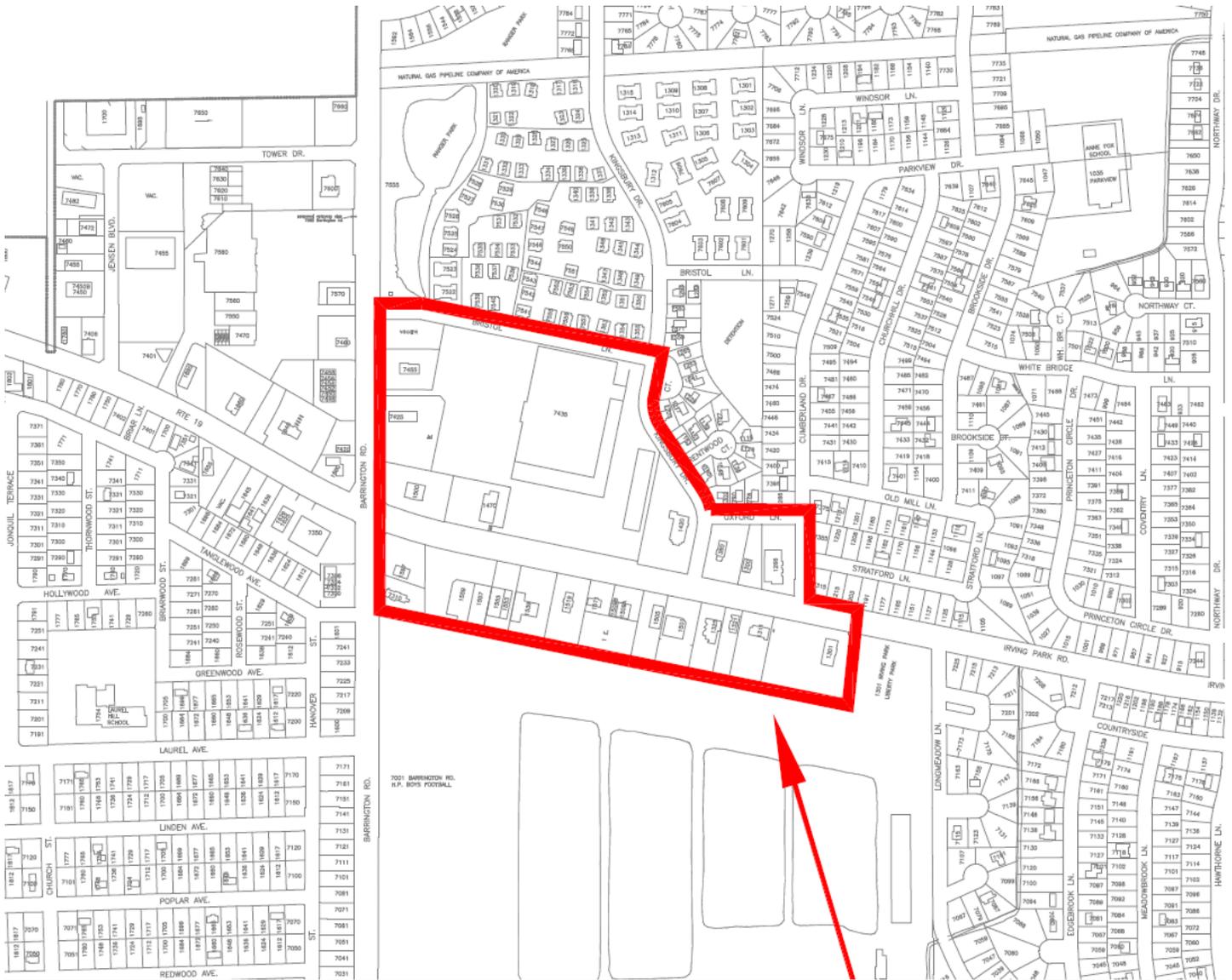
Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-300 Taxes TIF # 3 DuPage	\$ 279,970	\$ 237,089	\$ 253,136	\$ 245,000	\$ 250,000	\$ 250,000
311-301 Taxes TIF # 3 Cook	830,354	1,611,191	1,537,695	1,624,000	1,750,000	1,800,000
Total Taxes	<u>1,110,324</u>	<u>1,848,280</u>	<u>1,790,831</u>	<u>1,869,000</u>	<u>2,000,000</u>	<u>2,050,000</u>
361-300 Interest On Investments	1,761	2,025	12,238	2,000	15,000	10,000
362-300 Net Change In Fair Value	-	-	-	-	-	-
Total Investment Income	<u>1,761</u>	<u>2,025</u>	<u>12,238</u>	<u>2,000</u>	<u>15,000</u>	<u>10,000</u>
389-303 Miscellaneous Income	-	97,186	-	-	-	-
Total Miscellaneous	<u>-</u>	<u>97,186</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 1,112,084</u>	<u>\$ 1,947,491</u>	<u>\$ 1,803,070</u>	<u>\$ 1,871,000</u>	<u>\$ 2,015,000</u>	<u>\$ 2,060,000</u>
Expenditures and Other Financing Uses						
401-412 Salaries - Part Time	\$ -	\$ -	\$ -	\$ 13,000	\$ 13,000	\$ 12,378
401-421 Overtime Compensation	-	-	-	-	74	-
401-442 Social Security	-	-	-	995	995	947
Total Personnel Services	<u>-</u>	<u>-</u>	<u>-</u>	<u>13,995</u>	<u>14,069</u>	<u>13,325</u>
403-412 Postage	-	18	17	-	-	-
403-461 Consulting Services	103,602	153,578	28,090	200,000	60,000	100,000
403-462 Legal Services	10,406	(9,191)	139,189	100,000	150,000	200,000
403-464 Engineering Services	-	-	-	30,000	30,000	30,000
403-479 Redevelopment Agreements	45,122	667,174	351,310	546,565	44,000	46,565
403-499 Miscellaneous Expenses	-	-	100	-	-	-
Total Contractual Services	<u>159,130</u>	<u>811,579</u>	<u>518,706</u>	<u>876,565</u>	<u>284,000</u>	<u>376,565</u>
413-411 Land	1,325	318	-	250,000	250,000	100,000
413-421 Buildings	1,103,972	-	-	100,000	-	100,000
413-422 Improvement Other Than Buildings	3,460	7,665	4,105	550,000	-	560,000
Total Capital Outlay	<u>1,108,757</u>	<u>7,983</u>	<u>4,105</u>	<u>900,000</u>	<u>250,000</u>	<u>760,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,267,888</u>	<u>\$ 819,562</u>	<u>\$ 522,811</u>	<u>\$ 1,790,560</u>	<u>\$ 548,069</u>	<u>\$ 1,149,890</u>
Net Change in Fund Balance	<u>\$ (155,802)</u>	<u>\$ 1,127,929</u>	<u>\$ 1,280,259</u>	<u>\$ 80,440</u>	<u>\$ 1,466,931</u>	<u>\$ 910,110</u>
Beginning Fund Balance	<u>2,182,405</u>	<u>2,026,603</u>	<u>3,154,532</u>	<u>4,434,791</u>	<u>4,434,791</u>	<u>5,901,721</u>
Ending Fund Balance	<u>\$ 2,026,603</u>	<u>\$ 3,154,532</u>	<u>\$ 4,434,791</u>	<u>\$ 4,515,231</u>	<u>\$ 5,901,721</u>	<u>\$ 6,811,831</u>

TAX INCREMENT FINANCE #4 FUND

Tax Increment Finance Area #4 Fund – created in 2005 for the improvements in the TIF Redevelopment District 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 include incremental property taxes from the TIF.



TAX INCREMENT FINANCE DISTRICT #4 MAP



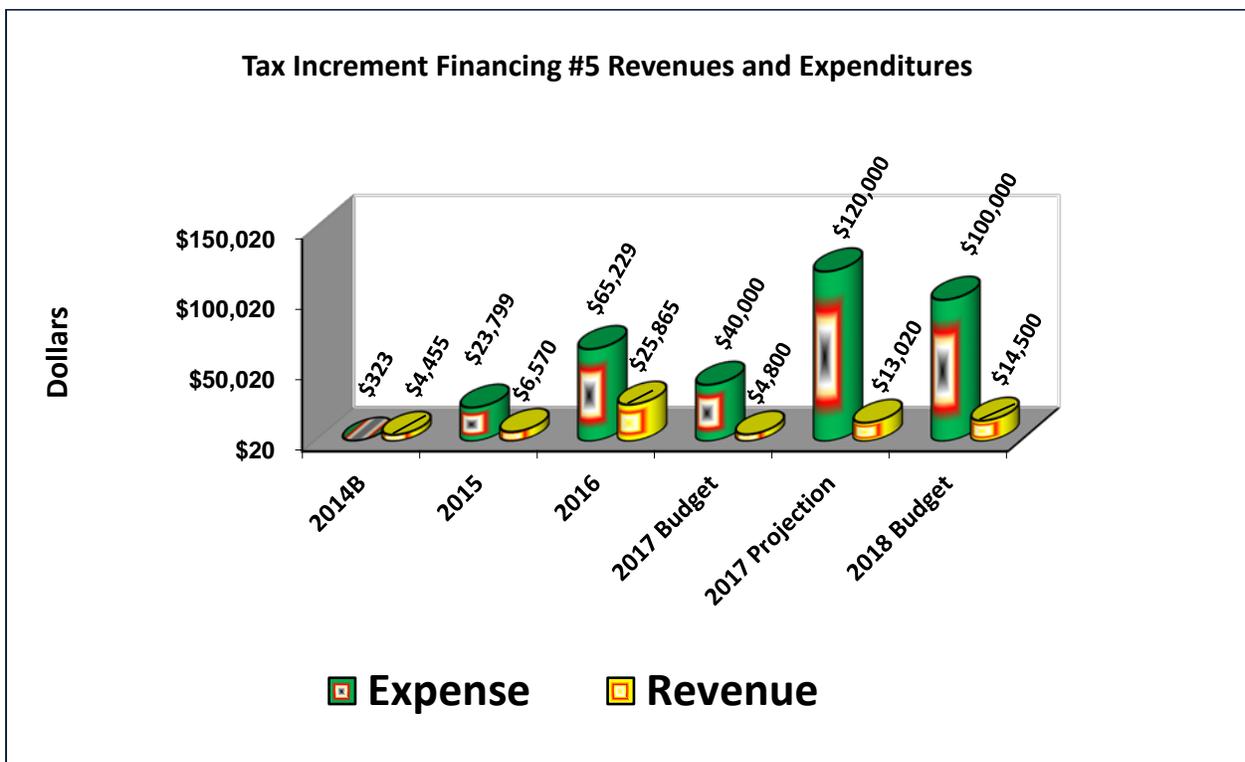
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 34 - Tax Increment Finance District # 4 Fund

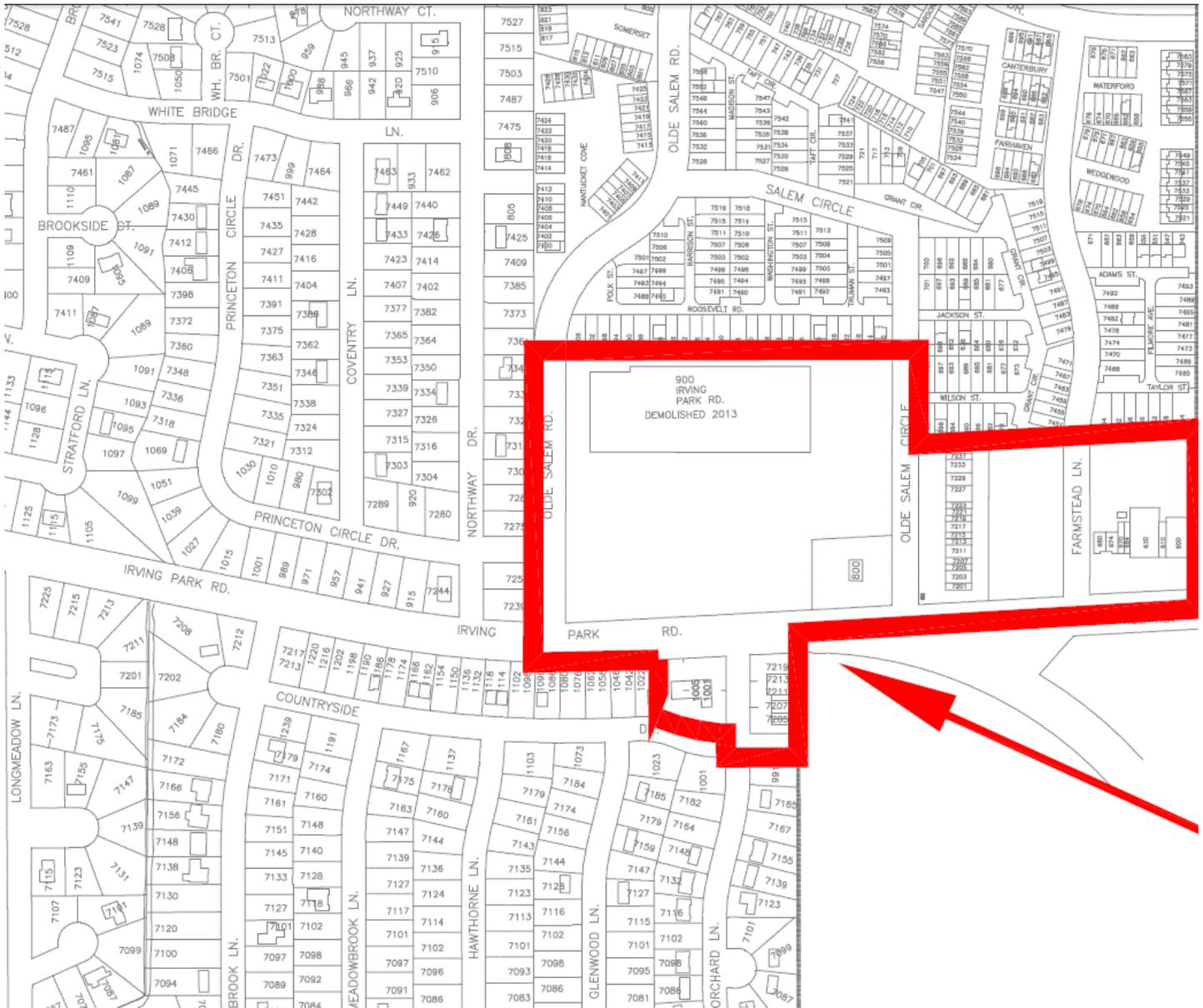
Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Taxes TIF# 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 20,000
Total Taxes	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,000</u>
361-300 Interest On Investments	12	-	0	-	-	-
Total Investment Income	<u>12</u>	<u>-</u>	<u>0</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 12</u>	<u>\$ -</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 20,000</u>
Expenditures and Other Financing Uses						
403-461 Consulting Services	\$ -	\$ 515	\$ -	\$ 20,000	\$ -	\$ 20,000
403-462 Legal Services	7,739	416	538	10,000	-	10,000
403-479 Redevelopment Agreements	-	1,479	-	70,000	-	70,000
Total Contractual Services	<u>7,739</u>	<u>2,410</u>	<u>538</u>	<u>100,000</u>	<u>-</u>	<u>100,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 7,739</u>	<u>\$ 2,410</u>	<u>\$ 538</u>	<u>\$ 100,000</u>	<u>\$ -</u>	<u>\$ 100,000</u>
Net Change in Fund Balance	<u>\$ (7,727)</u>	<u>\$ (2,410)</u>	<u>\$ (537)</u>	<u>\$ (100,000)</u>	<u>\$ -</u>	<u>\$ (80,000)</u>
Beginning Fund Balance	<u>(14,537)</u>	<u>(22,264)</u>	<u>(24,674)</u>	<u>(25,212)</u>	<u>(25,212)</u>	<u>(25,212)</u>
Ending Fund Balance	<u>\$ (22,264)</u>	<u>\$ (24,674)</u>	<u>\$ (25,212)</u>	<u>\$ (125,212)</u>	<u>\$ (25,212)</u>	<u>\$ (105,212)</u>

TAX INCREMENT FINANCE #5 FUND

Tax Increment Finance Area #5 Fund – created in 2013 for the improvements in the TIF Redevelopment District around the intersection of Irving Park and Wise Roads. This Tax Increment Finance Area #5 will expire in 2036. Initial financing was provided by transfer from the General Fund. Revenues include incremental property taxes from the TIF.



TAX INCREMENT FINANCE DISTRICT #5 MAP



VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 35 - Tax Increment Finance District # 5 Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Taxes TIF # 5	\$ 4,455	\$ 6,569	\$ 4,860	\$ 4,800	\$ 13,000	\$ 14,500
Total Taxes	<u>4,455</u>	<u>6,569</u>	<u>4,860</u>	<u>4,800</u>	<u>13,000</u>	<u>14,500</u>
361-300 Interest On Investments	-	1	5	-	20	-
Total Investment Income	<u>-</u>	<u>1</u>	<u>5</u>	<u>-</u>	<u>20</u>	<u>-</u>
380-309 Reimbursed Expenditures Miscellaneous	-	-	21,000	-	159,000	-
Total Miscellaneous	<u>-</u>	<u>-</u>	<u>21,000</u>	<u>-</u>	<u>159,000</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 4,455</u>	<u>\$ 6,570</u>	<u>\$ 25,865</u>	<u>\$ 4,800</u>	<u>\$ 172,020</u>	<u>\$ 14,500</u>
Expenditures and Other Financing Uses						
403-461 Consulting Services	\$ -	\$ -	\$ 14,998	\$ -	\$ 60,000	\$ 50,000
403-462 Legal Services	323	23,799	50,231	20,000	60,000	30,000
403-464 Engineering Services	-	-	-	20,000	-	20,000
Total Contractual Services	<u>323</u>	<u>23,799</u>	<u>65,229</u>	<u>40,000</u>	<u>120,000</u>	<u>100,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 323</u>	<u>\$ 23,799</u>	<u>\$ 65,229</u>	<u>\$ 40,000</u>	<u>\$ 120,000</u>	<u>\$ 100,000</u>
Net Change in Fund Balance	<u>\$ 4,132</u>	<u>\$ (17,229)</u>	<u>\$ (39,363)</u>	<u>\$ (35,200)</u>	<u>\$ 52,020</u>	<u>\$ (85,500)</u>
Beginning Fund Balance	<u>(16,157)</u>	<u>(12,025)</u>	<u>(29,254)</u>	<u>(68,617)</u>	<u>(68,617)</u>	<u>(16,597)</u>
Ending Fund Balance	<u>\$ (12,025)</u>	<u>\$ (29,254)</u>	<u>\$ (68,617)</u>	<u>\$ (103,817)</u>	<u>\$ (16,597)</u>	<u>\$ (102,097)</u>

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VILLAGE OF HANOVER PARK, ILLINOIS
Schedule of Legal Debt Margin
December 31, 2018

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.

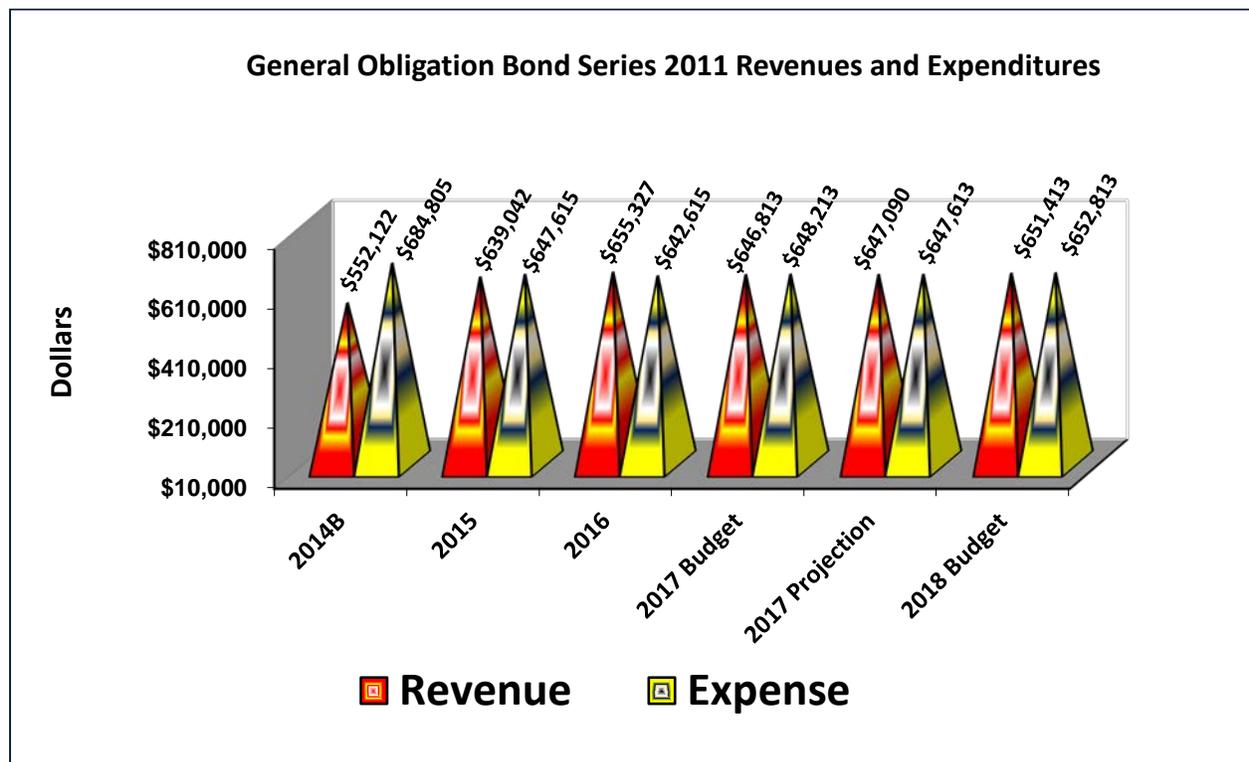
VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bond Summary
December 31, 2018

Tax Levy Year	General Obligation Bond Series 2010	General Obligation Bond Series 2010A	General Obligation Bond Series 2011	Total
2017	775,604	476,038	651,312	1,902,954
2018	771,903	467,038	649,277	1,888,218
2019	761,629	457,238	655,650	1,874,517
2020	753,808	446,838	655,114	1,855,760
2021	740,448	435,838	657,712	1,833,998
2022	731,818	424,138	664,712	1,820,668
2023	722,648	437,438	665,962	1,826,048
2024	1,432,938	448,375	-	1,881,313
2025	1,407,164	457,750	-	1,864,914
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>\$ 12,166,495</u>	<u>\$ 6,968,566</u>	<u>\$ 4,599,739</u>	<u>\$ 23,734,800</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 approved October 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.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2011
December 31, 2018

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
2017	535,000	116,312	651,312	2018	58,156	2018	58,156
2018	545,000	104,277	649,277	2019	52,138	2019	52,139
2019	565,000	90,650	655,650	2020	45,325	2020	45,325
2020	580,000	75,114	655,114	2021	37,557	2021	37,557
2021	600,000	57,712	657,712	2022	28,856	2022	28,856
2022	625,000	39,712	664,712	2023	19,856	2023	19,856
2023	645,000	20,962	665,962	2024	10,481	2024	10,481
	<u>\$ 4,095,000</u>	<u>\$ 504,739</u>	<u>\$ 4,599,739</u>		<u>\$ 252,369</u>		<u>\$ 252,370</u>

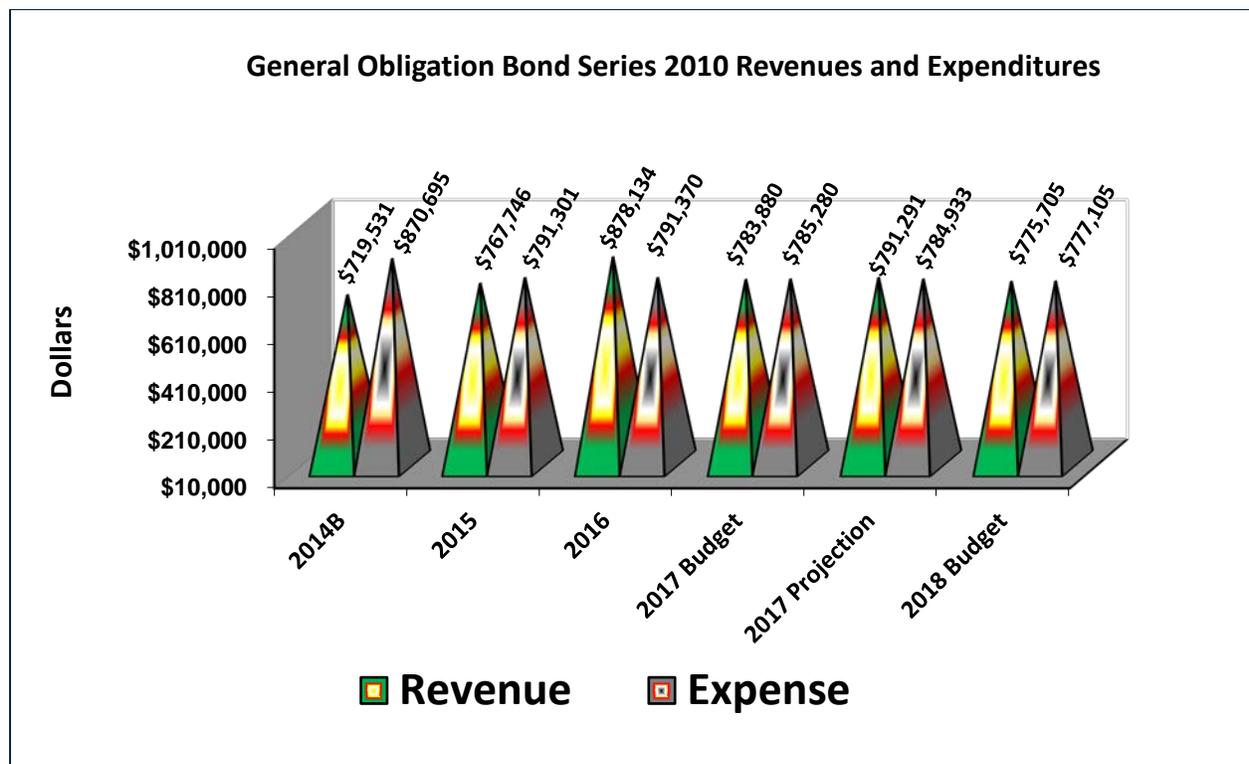
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 46 - General Obligation Bond Series of 2011 Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 552,084	\$ 638,932	\$ 655,237	\$ 646,713	\$ 647,000	\$ 651,313
Total Taxes	<u>552,084</u>	<u>638,932</u>	<u>655,237</u>	<u>646,713</u>	<u>647,000</u>	<u>651,313</u>
361-300 Interest On Investments	39	110	90	100	600	100
Total Investment Income	<u>39</u>	<u>110</u>	<u>90</u>	<u>100</u>	<u>600</u>	<u>100</u>
Total Revenues and Other Financing Sources	<u>\$ 552,122</u>	<u>\$ 639,042</u>	<u>\$ 655,327</u>	<u>\$ 646,813</u>	<u>\$ 647,600</u>	<u>\$ 651,413</u>
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense	\$ 803	\$ 803	\$ 803	\$ 1,500	\$ 900	\$ 1,500
Total Contractual Services	<u>803</u>	<u>803</u>	<u>803</u>	<u>1,500</u>	<u>900</u>	<u>1,500</u>
411-403 Principal - 2011 Go Bonds	485,000	500,000	505,000	520,000	520,000	535,000
411-404 Interest - 2011 Go Bonds	156,513	146,812	136,813	126,713	126,713	116,313
Total Debt Service	<u>641,513</u>	<u>646,812</u>	<u>641,813</u>	<u>646,713</u>	<u>646,713</u>	<u>651,313</u>
412-401 General Fund	42,490					
Total Interfund Transfers	<u>42,490</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 684,805</u>	<u>\$ 647,615</u>	<u>\$ 642,615</u>	<u>\$ 648,213</u>	<u>\$ 647,613</u>	<u>\$ 652,813</u>
Net Change in Fund Balance	<u>\$ (132,683)</u>	<u>\$ (8,572)</u>	<u>\$ 12,712</u>	<u>\$ (1,400)</u>	<u>\$ (13)</u>	<u>\$ (1,400)</u>
Beginning Fund Balance	<u>246,481</u>	<u>113,798</u>	<u>105,226</u>	<u>117,938</u>	<u>117,938</u>	<u>117,925</u>
Ending Fund Balance	<u>\$ 113,798</u>	<u>\$ 105,226</u>	<u>\$ 117,938</u>	<u>\$ 116,538</u>	<u>\$ 117,925</u>	<u>\$ 116,525</u>

GO BOND SERIES 2010 FUND

General Obligation Bond Series 2010 Fund – Ordinance approved April 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.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010
December 31, 2018

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
2017	315,000	460,604	775,604	2018	230,302	2018	230,302
2018	325,000	446,903	771,903	2019	223,451	2019	223,452
2019	330,000	431,629	761,629	2020	215,814	2020	215,815
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	277,164	1,407,164	2026	138,582	2026	138,582
2026	1,170,000	212,755	1,382,755	2027	106,378	2027	106,377
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>\$ 8,235,000</u>	<u>\$ 3,931,495</u>	<u>\$ 12,166,495</u>		<u>\$ 1,965,747</u>		<u>\$ 1,965,748</u>

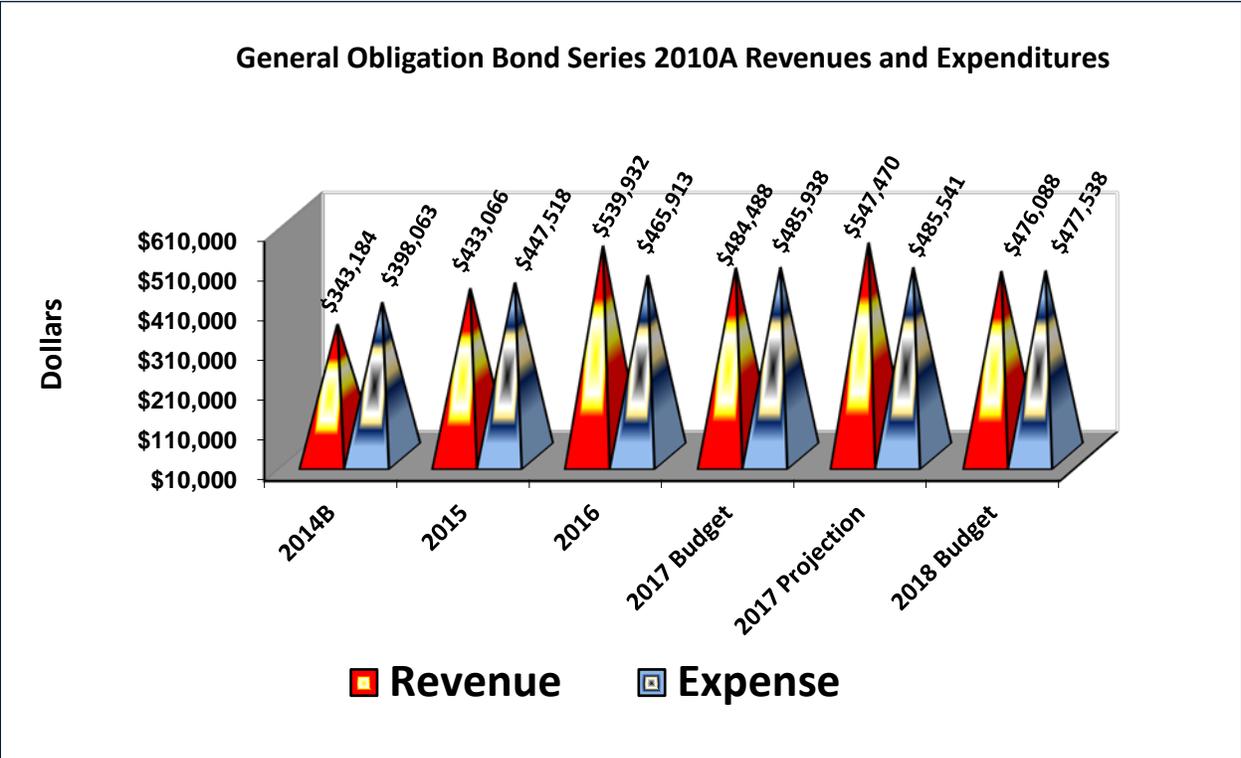
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 47 - General Obligation Bond Series of 2010 Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 555,929	\$ 606,539	\$ 719,849	\$ 651,122	\$ 651,200	\$ 643,605
Total Taxes	<u>555,929</u>	<u>606,539</u>	<u>719,849</u>	<u>651,122</u>	<u>651,200</u>	<u>643,605</u>
361-300 Interest On Investments	149	90	92	100	91	100
Total Investment Income	<u>149</u>	<u>90</u>	<u>92</u>	<u>100</u>	<u>91</u>	<u>100</u>
380-380 BAB Federal Subsidy	163,453	161,116	158,193	132,658	140,000	132,000
Total Miscellaneous	<u>163,453</u>	<u>161,116</u>	<u>158,193</u>	<u>132,658</u>	<u>140,000</u>	<u>132,000</u>
Total Revenues and Other Financing Sources	<u>\$ 719,531</u>	<u>\$ 767,746</u>	<u>\$ 878,134</u>	<u>\$ 783,880</u>	<u>\$ 791,291</u>	<u>\$ 775,705</u>
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense	\$ 1,053	\$ 1,053	\$ 1,153	\$ 1,500	\$ 1,153	\$ 1,500
Total Contractual Services	<u>1,053</u>	<u>1,053</u>	<u>1,153</u>	<u>1,500</u>	<u>1,153</u>	<u>1,500</u>
411-429 Principal - 2010A Go Bonds	290,000	295,000	305,000	310,000	310,000	315,000
411-430 Interest - 2010A Go Bonds	503,513	495,248	485,218	473,780	473,780	460,605
Total Debt Service	<u>793,513</u>	<u>790,248</u>	<u>790,218</u>	<u>783,780</u>	<u>783,780</u>	<u>775,605</u>
412-401 General Fund	76,129					
Total Interfund Transfers	<u>76,129</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 870,695</u>	<u>\$ 791,301</u>	<u>\$ 791,370</u>	<u>\$ 785,280</u>	<u>\$ 784,933</u>	<u>\$ 777,105</u>
Net Change in Fund Balance	<u>\$ (151,164)</u>	<u>\$ (23,554)</u>	<u>\$ 86,764</u>	<u>\$ (1,400)</u>	<u>\$ 6,358</u>	<u>\$ (1,400)</u>
Beginning Fund Balance	<u>242,223</u>	<u>91,059</u>	<u>67,505</u>	<u>154,268</u>	<u>154,268</u>	<u>160,626</u>
Ending Fund Balance	<u>\$ 91,059</u>	<u>\$ 67,505</u>	<u>\$ 154,268</u>	<u>\$ 152,868</u>	<u>\$ 160,626</u>	<u>\$ 159,226</u>

GO BOND SERIES 2010A FUND

General Obligation Bond Series 2010A Fund – Ordinance approved November 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.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010A
December 31, 2018

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
2017	200,000	276,038	476,038	2018	138,019	2018	138,019
2018	200,000	267,038	467,038	2019	133,519	2019	133,519
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	99,187	2025	99,188
2025	275,000	182,750	457,750	2026	91,375	2026	91,375
2026	275,000	164,875	439,875	2027	82,437	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>\$ 4,325,000</u>	<u>\$ 2,643,566</u>	<u>\$ 6,968,566</u>		<u>\$ 1,321,782</u>		<u>\$ 1,321,784</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

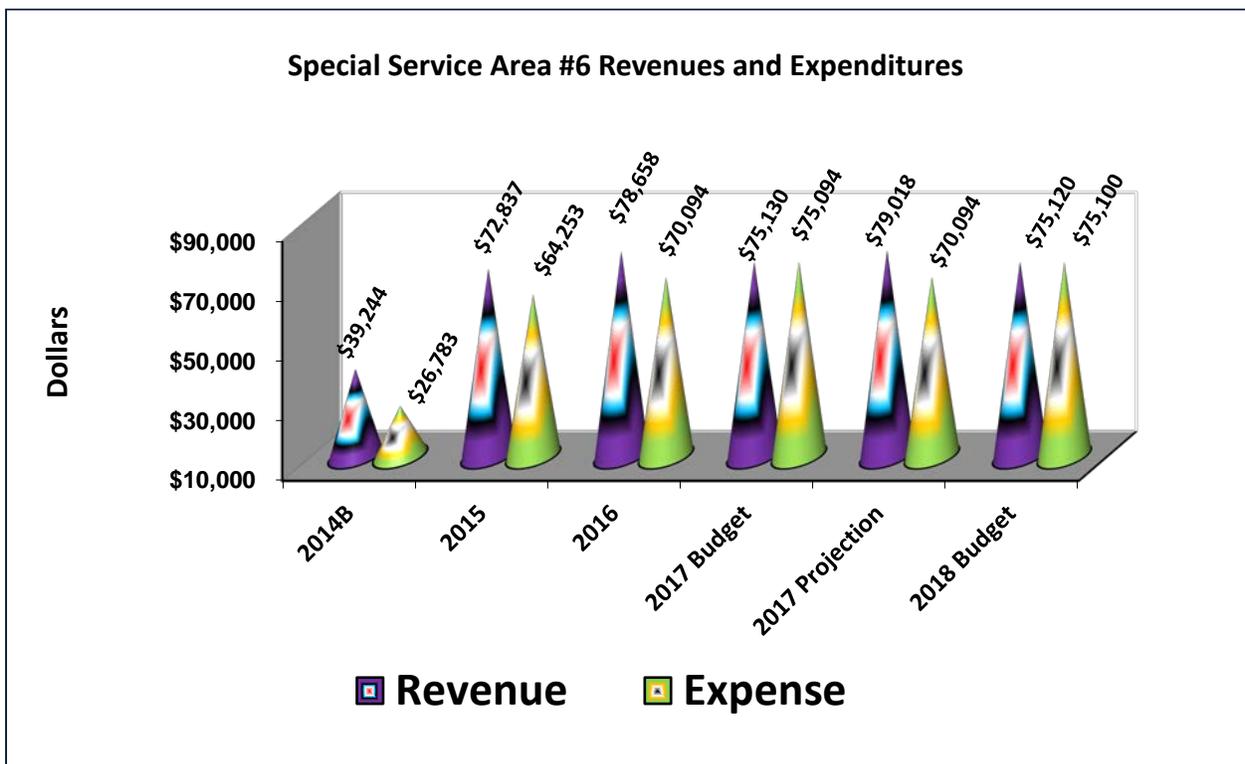
Fund 48 - General Obligation Bond Series of 2010A Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 127,787	\$ 336,935	\$ 445,030	\$ 454,438	\$ 455,000	\$ 446,038
Total Taxes	<u>127,787</u>	<u>336,935</u>	<u>445,030</u>	<u>454,438</u>	<u>455,000</u>	<u>446,038</u>
361-300 Interest On Investments	20	27	57	50	50	50
Total Investment Income	<u>20</u>	<u>27</u>	<u>57</u>	<u>50</u>	<u>50</u>	<u>50</u>
380-380 BAB Federal Subsidy	96,759	96,105	94,845	30,000	92,420	30,000
Total Miscellaneous	<u>96,759</u>	<u>96,105</u>	<u>94,845</u>	<u>30,000</u>	<u>92,420</u>	<u>30,000</u>
391-301 Interfund General	118,619	-	-	-	-	-
Total Transfers	<u>118,619</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 343,184</u>	<u>\$ 433,066</u>	<u>\$ 539,932</u>	<u>\$ 484,488</u>	<u>\$ 547,470</u>	<u>\$ 476,088</u>
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense	\$ -	\$ 2,105	\$ -	\$ 1,500	\$ 1,103	\$ 1,500
Total Contractual Services	<u>-</u>	<u>2,105</u>	<u>-</u>	<u>1,500</u>	<u>1,103</u>	<u>1,500</u>
411-429 Principal - 2010A Go Bonds	100,000	150,000	175,000	200,000	200,000	200,000
411-430 Interest - 2010A Go Bonds	298,063	295,413	290,913	284,438	284,438	276,038
Total Debt Service	<u>398,063</u>	<u>445,413</u>	<u>465,913</u>	<u>484,438</u>	<u>484,438</u>	<u>476,038</u>
Total Expenditures and Other Financing Uses	<u>\$ 398,063</u>	<u>\$ 447,518</u>	<u>\$ 465,913</u>	<u>\$ 485,938</u>	<u>\$ 485,541</u>	<u>\$ 477,538</u>
Net Change in Fund Balance	<u>\$ (54,878)</u>	<u>\$ (14,451)</u>	<u>\$ 74,019</u>	<u>\$ (1,450)</u>	<u>\$ 61,929</u>	<u>\$ (1,450)</u>
Beginning Fund Balance	<u>(84,188)</u>	<u>(139,066)</u>	<u>(153,518)</u>	<u>(79,499)</u>	<u>(79,499)</u>	<u>(17,570)</u>
Ending Fund Balance	<u>\$ (139,066)</u>	<u>\$ (153,518)</u>	<u>\$ (79,499)</u>	<u>\$ (80,949)</u>	<u>\$ (17,570)</u>	<u>\$ (19,020)</u>

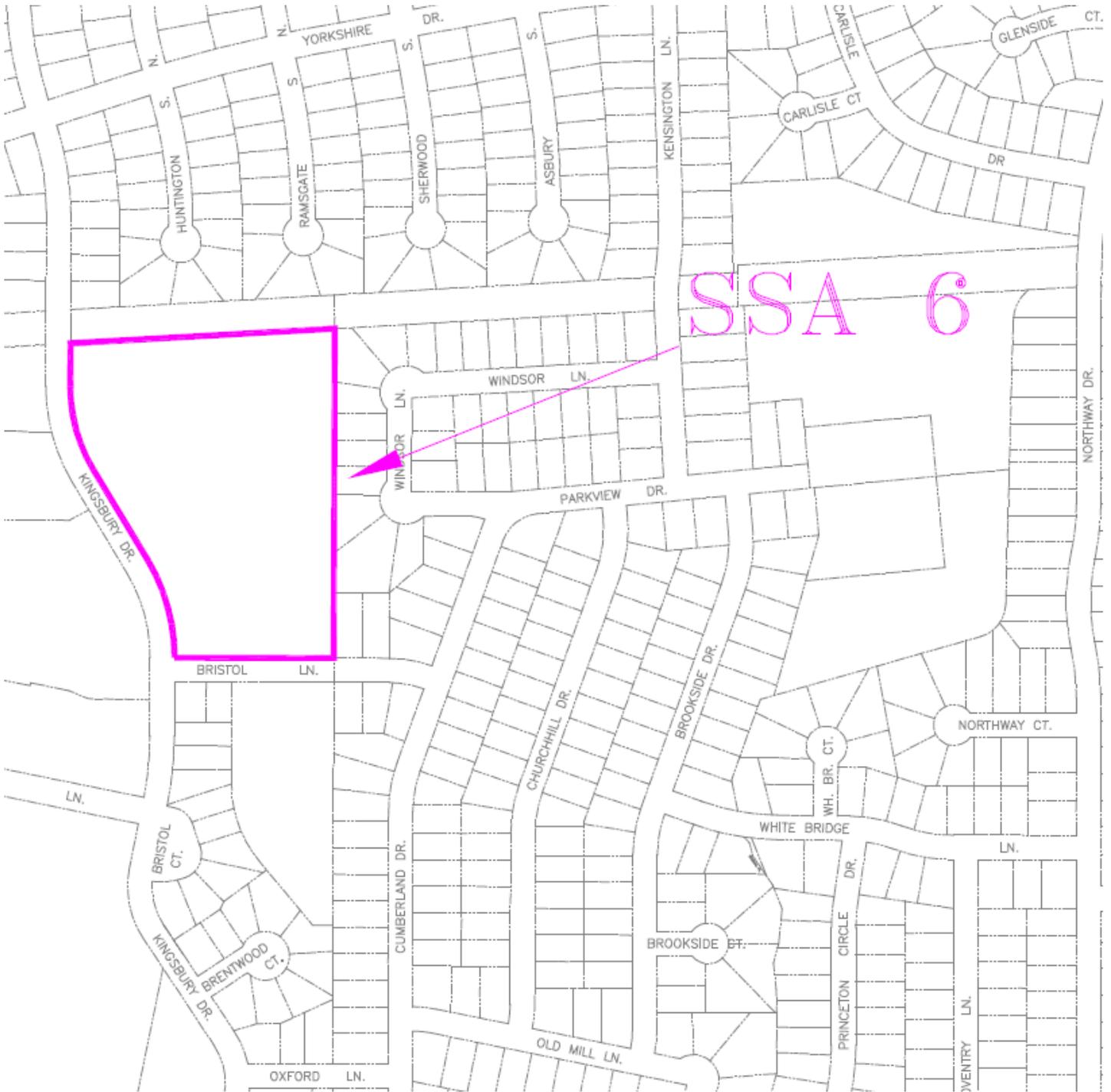
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SPECIAL SERVICE AREA #6 FUND

Special Service Area #6 Fund - on November 5, 2009 the Board passed an Ordinance proposing the Establishment of a Special Service Area in the Village of Hanover Park for the levying of taxes for the purpose of paying the cost of providing special services in and for an area to be known as Special Service Area Number 6, which includes the Hanover Square condominium area in the Village of Hanover Park. The purpose of the special service area includes reconstruction of private streets and parking lot, the installation of twelve (12) masonry dumpster enclosures. Initial resources were provided as an advance from the General Fund.



SPECIAL SERVICE AREA #6 MAP



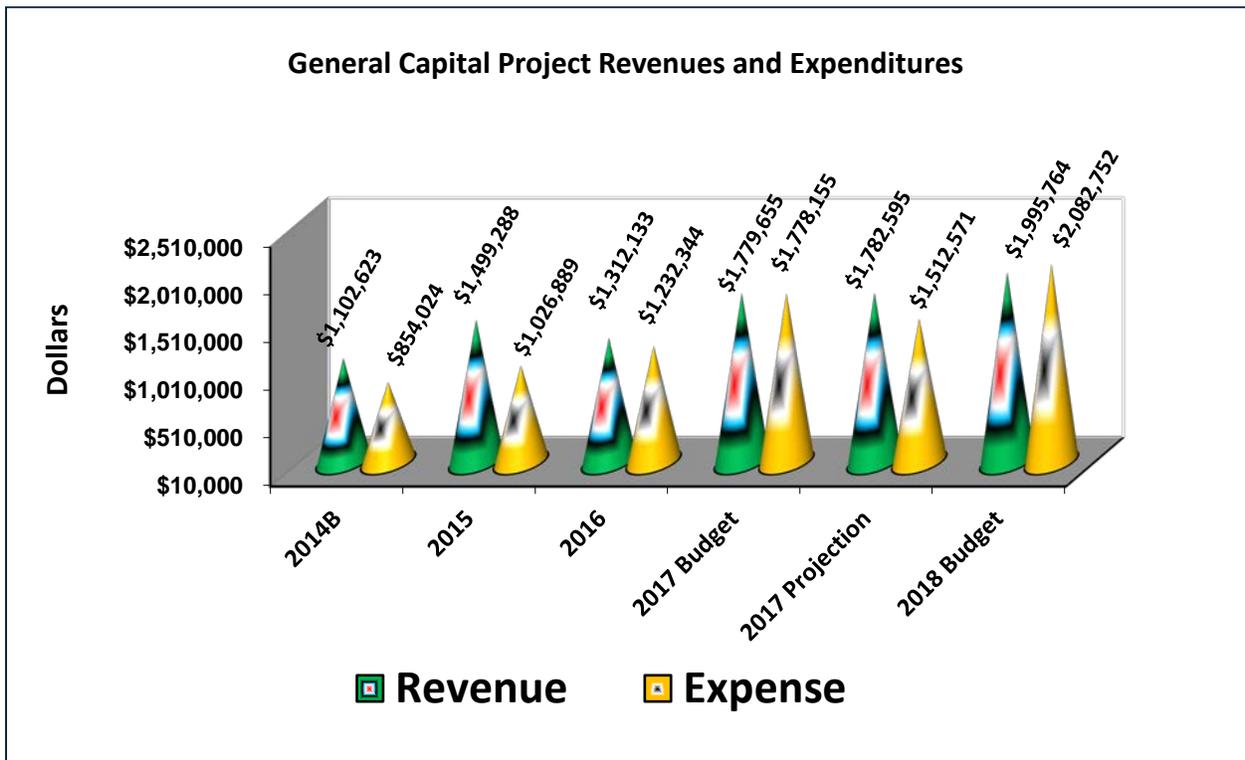
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 16 - Special Service Area #6 Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 6	\$ 39,222	\$ 72,815	\$ 78,651	\$ 75,100	\$ 79,000	\$ 75,100
Total Taxes	<u>39,222</u>	<u>72,815</u>	<u>78,651</u>	<u>75,100</u>	<u>79,000</u>	<u>75,100</u>
361-300 Interest On Investments	22	22	7	30	18	20
Total Investment Income	<u>22</u>	<u>22</u>	<u>7</u>	<u>30</u>	<u>18</u>	<u>20</u>
Total Revenues and Other Financing Sources	<u>\$ 39,244</u>	<u>\$ 72,837</u>	<u>\$ 78,658</u>	<u>\$ 75,130</u>	<u>\$ 79,018</u>	<u>\$ 75,120</u>
Expenditures and Other Financing Uses						
403-451 Equipment Rentals	\$ 108	\$ -	\$ -	\$ -	\$ -	\$ -
403-462 Legal Services	-	-	-	5,000	-	5,002
Total Contractual Services	<u>108</u>	<u>-</u>	<u>-</u>	<u>5,000</u>	<u>-</u>	<u>5,002</u>
411-400 Interest S.S.A.	-	16,134	14,501	11,072	11,072	7,434
Total Debt Service	<u>-</u>	<u>16,134</u>	<u>14,501</u>	<u>11,072</u>	<u>11,072</u>	<u>7,434</u>
412-401 Interfund General Fund	26,675	48,119	55,593	59,022	59,022	62,664
Total Interfund Transfers	<u>26,675</u>	<u>48,119</u>	<u>55,593</u>	<u>59,022</u>	<u>59,022</u>	<u>62,664</u>
Total Expenditures and Other Financing Uses	<u>\$ 26,783</u>	<u>\$ 64,253</u>	<u>\$ 70,094</u>	<u>\$ 75,094</u>	<u>\$ 70,094</u>	<u>\$ 75,100</u>
Net Change in Fund Balance	<u>\$ 12,461</u>	<u>\$ 8,584</u>	<u>\$ 8,564</u>	<u>\$ 36</u>	<u>\$ 8,924</u>	<u>\$ 20</u>
Beginning Fund Balance	<u>(323,199)</u>	<u>(310,738)</u>	<u>(254,035)</u>	<u>(189,878)</u>	<u>(189,878)</u>	<u>(121,932)</u>
Ending Fund Balance	<u>\$ (310,738)</u>	<u>\$ (254,035)</u>	<u>\$ (189,878)</u>	<u>\$ (130,820)</u>	<u>\$ (121,932)</u>	<u>\$ (59,248)</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 detailed information regarding all capital projects proposed over the next five years.



VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 31- General Capital Projects Fund

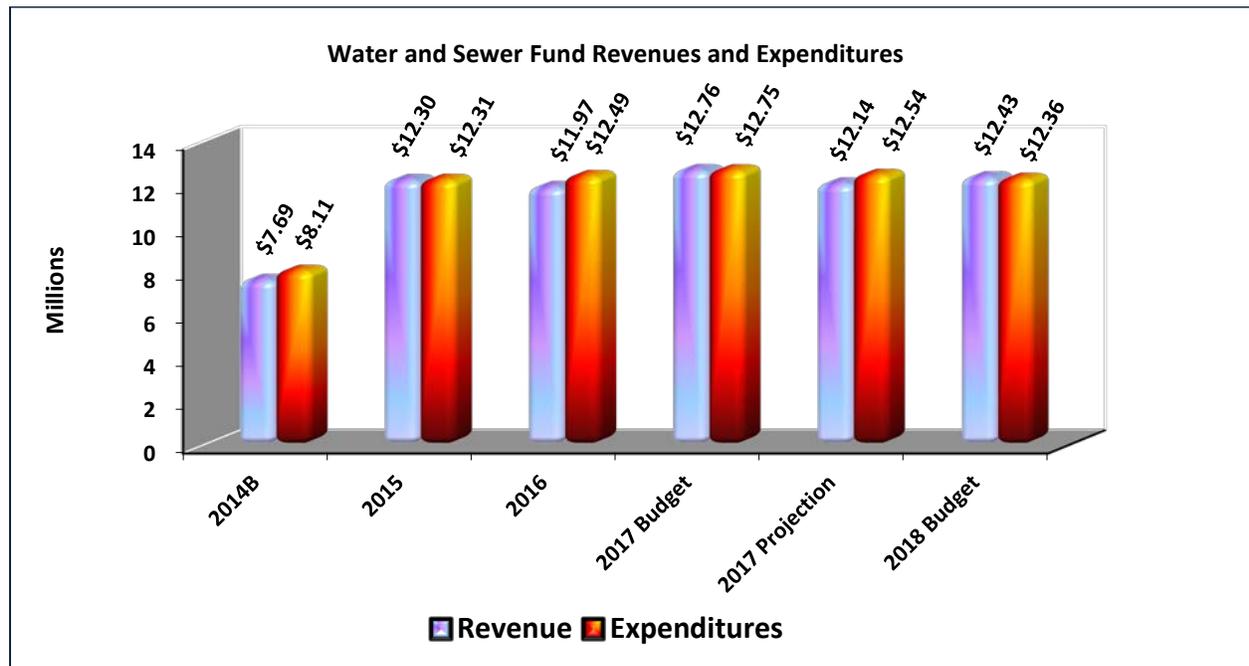
Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
332-301 State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 99,900
Total Intergovernmental Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>99,900</u>
361-300 Interest On Investments	\$ 9	\$ 84	\$ 786	\$ 1,500	\$ 3,000	\$ 3,000
Total Investment Income	<u>9</u>	<u>84</u>	<u>786</u>	<u>1,500</u>	<u>3,000</u>	<u>3,000</u>
380-309 Reimbursed Exp. Miscellaneous	-	85,475	24,493	-	-	-
389-303 Miscellaneous Income	-	-	7,500	-	-	-
389-312 Veteran's Memorial	420	120	250	-	440	-
389-313 Other Memorials	1,664	3,515	5,708	-	1,000	-
389-354 SCBA Funding	-	-	-	-	-	28,012
Total Miscellaneous Revenue	<u>2,084</u>	<u>89,110</u>	<u>37,951</u>	<u>-</u>	<u>1,440</u>	<u>28,012</u>
391-301 Interfund General	975,280	1,285,094	1,197,396	1,678,155	1,678,155	1,864,852
391-350 Interfund Water & Sewer	125,250	125,000	76,000	100,000	100,000	-
Total Interfund Transfers	<u>1,100,530</u>	<u>1,410,094</u>	<u>1,273,396</u>	<u>1,778,155</u>	<u>1,778,155</u>	<u>1,864,852</u>
Total Revenues and Other Financing Sources	<u>\$ 1,102,623</u>	<u>\$ 1,499,288</u>	<u>\$ 1,312,133</u>	<u>\$ 1,779,655</u>	<u>\$ 1,782,595</u>	<u>\$ 1,995,764</u>
Expenditures and Other Financing Uses						
413-421 Buildings	\$ 148,354	\$ 301,843	\$ 440,007	\$ 300,000	\$ 182,000	\$ 1,053,000
413-422 Improvement Other Than Buildings	212,566	275,423	476,370	555,000	555,000	365,000
413-431 Office Equipment	411,087	318,617	161,948	413,000	325,416	110,000
413-432 Office Furniture / Fixture	960	-	-	-	-	-
413-443 Other Equipment	81,057	131,007	154,019	510,155	450,155	554,752
Total Capital Outlay	<u>854,024</u>	<u>1,026,889</u>	<u>1,232,344</u>	<u>1,778,155</u>	<u>1,512,571</u>	<u>2,082,752</u>
Total Expenditures and Other Financing Uses	<u>\$ 854,024</u>	<u>\$ 1,026,889</u>	<u>\$ 1,232,344</u>	<u>\$ 1,778,155</u>	<u>\$ 1,512,571</u>	<u>\$ 2,082,752</u>
Net Change in Fund Balance	<u>\$ 248,599</u>	<u>\$ 472,399</u>	<u>\$ 79,789</u>	<u>\$ 1,500</u>	<u>\$ 270,024</u>	<u>\$ (86,988)</u>
Beginning Fund Balance	<u>124,603</u>	<u>373,202</u>	<u>845,601</u>	<u>925,389</u>	<u>925,389</u>	<u>1,195,413</u>
Ending Fund Balance	<u>\$ 373,202</u>	<u>\$ 845,601</u>	<u>\$ 925,389</u>	<u>\$ 926,889</u>	<u>\$ 1,195,413</u>	<u>\$ 1,108,425</u>

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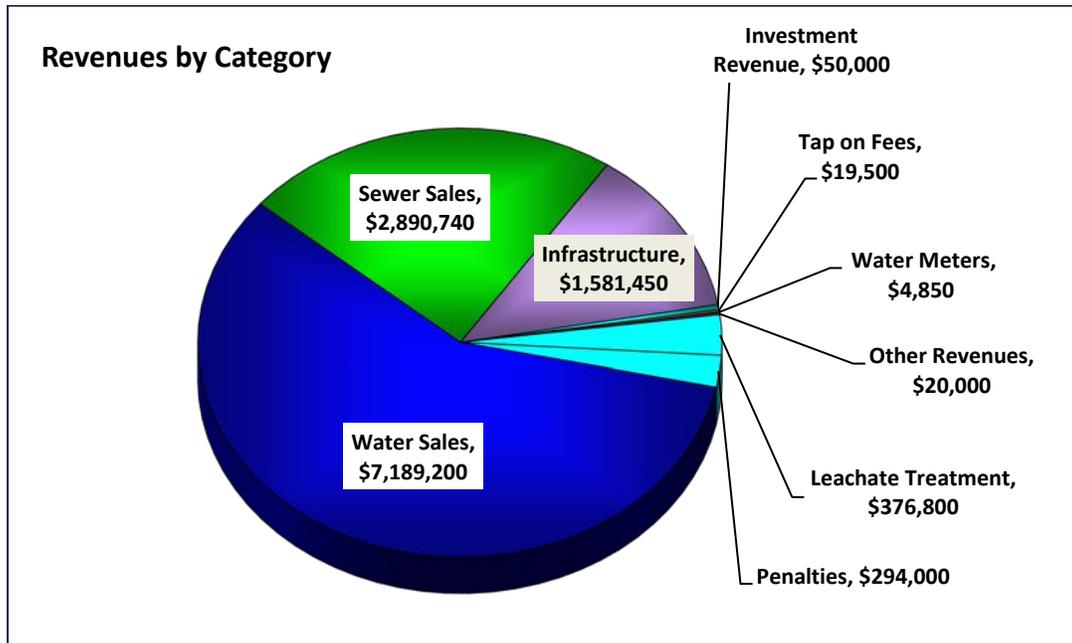
WATER AND SEWER FUND

Water and Sewer Fund - are 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 and disposal of water from customers. The Water and Sewer Fund include operational activities performed by the following departments: Public Works, and Administrative Services. 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.

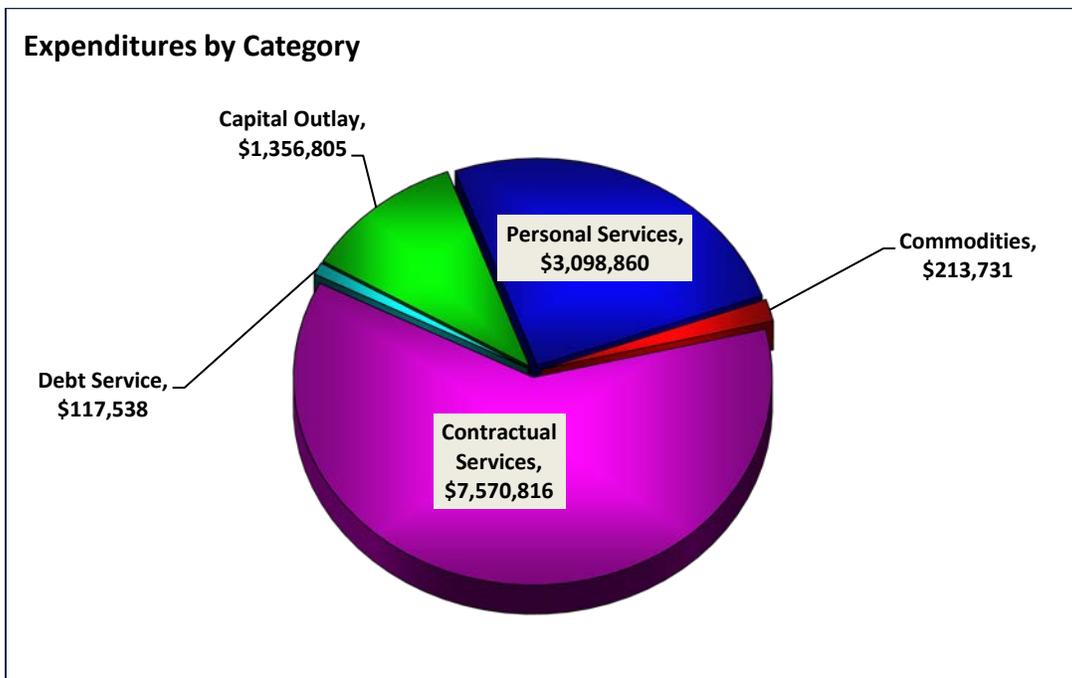
Cost Control Center			
Department/Division	Division Number	Department/Division	Division Number
Administration	5010	Sewer Treatment	5050
Water Treatment	5020	Sewer Maintenance	5060
Water Maintenance	5030	Depreciation and Debt Service	5070
Water Meter Operations	5040		



WATER AND SEWER FUND



Water and Sewer sales account for 81.12% of the revenues in the Water and Sewer Fund



Contractual Services, the largest expenditure category, includes payments to the Joint Action Water Agency for water, operations and fixed costs.

VILLAGE OF HANOVER PARK, ILLINOIS

Revenue Summary by Account

Calendar Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources							
321-307	Penalties on Licenses	\$ 480	\$ -	\$ -	\$ -	\$ -	\$ -
322-310	Wastewater Discharge	-	-	950	-	-	-
Total Licenses and Permits		480	-	950	-	-	-
343-301	Infrastructure - Cook County	326,648	780,553	668,594	783,000	781,400	800,250
343-302	Infrastructure - DuPage County	257,652	765,398	681,822	765,000	763,300	781,200
344-301	Water Sales - Cook County	2,078,396	3,874,714	3,799,690	3,637,150	3,624,200	3,637,200
344-302	Water Sales - DuPage County	2,899,813	3,592,486	3,545,269	3,908,300	3,520,500	3,552,000
345-301	Sewer Sales - Cook County	430,655	798,495	654,451	790,740	775,900	790,740
345-302	Sewer Sales - DuPage County	1,388,901	1,918,265	1,931,549	2,172,300	1,920,500	2,100,000
346-300	Water Penalties	88,195	213,846	307,501	230,000	305,500	294,000
347-301	Water Tap-On Fees - Cook	-	2,733	-	2,800	9,250	7,500
347-302	Water Tap-On Fees - DuPage	-	-	-	-	-	2,500
348-301	Sewer Tap-On Fees - Cook	-	1,188	-	2,500	10,878	7,000
348-302	Sewer Tap-On Fees - DuPage	-	-	-	2,500	-	2,500
349-301	Water Meters - Cook	487	1,341	4,324	2,850	2,791	2,850
349-302	Water Meters - DuPage	500	1,471	3,611	2,500	2,000	2,000
389-309	Leachate Treatment	178,056	300,765	356,863	435,000	360,000	376,800
Total Charges for Services		7,649,304	12,251,255	11,953,673	12,734,640	12,076,219	12,356,540
361-300	Interest On Investments	10,957	2,034	11,708	7,000	30,000	50,000
362-300	Net Change In Fair Value	-	(2,278)	-	-	-	-
Total Investment Income		10,957	(244)	11,708	7,000	30,000	50,000
380-309	Expenditures Miscellaneous	-	871	-	-	-	-
389-303	Miscellaneous Income	24,381	44,180	8,252	15,000	35,000	20,000
Total Miscellaneous		24,381	45,051	8,252	15,000	35,000	20,000
Total Operating Revenues		\$ 7,685,123	\$ 12,296,062	\$ 11,974,583	\$ 12,756,640	\$ 12,141,219	\$ 12,426,540

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses							
401-411	Salaries - Regular	\$ 1,231,190	\$ 1,802,072	\$ 1,958,896	\$ 2,030,427	\$ 2,036,213	\$ 2,023,923
401-412	Salaries - Part - Time	14,411	24,853	18,874	36,600	12,200	38,742
401-421	Overtime Compensation	94,041	145,592	169,756	134,511	120,211	122,286
401-428	On Call Premium Pay	15,377	20,307	21,360	23,102	23,102	23,102
401-441	State Retirement	199,497	348,080	869,346	293,048	292,881	283,292
401-442	Social Security	108,009	146,548	163,945	173,699	171,086	174,030
401-444	Employee Insurance	264,672	313,647	324,024	457,419	414,429	414,585
401-445	Special Pension	-	-	-	13,107	-	-
401-446	Unemployment Compensation	843	1,786	1,291	2,000	1,800	1,900
401-450	OPEB	7,485	11,097	14,152	15,000	15,000	17,000
Total Personnel Services		1,935,525	2,813,983	3,541,644	3,178,913	3,086,922	3,098,860
402-411	Office Supplies	1,446	3,699	767	3,028	1,750	2,020
402-413	Memberships / Subscriptions	5,214	27,377	28,727	38,570	37,940	39,090
402-414	Books / Publications / Maps	428	-	127	-	-	-
402-421	Gasoline & Lube	454	735	359	500	500	500
402-426	Bulk Chemicals	5,508	10,844	12,264	13,000	11,000	13,370
402-427	Materials & Supplies	107,445	105,554	153,266	117,767	123,267	129,742
402-428	Cleaning Supplies	406	990	446	1,100	1,100	1,000
402-429	Parts & Accessories - Non - Auto	10,827	7,738	15,859	9,300	9,300	9,300
402-431	Uniforms	1,391	3,831	2,475	3,700	3,700	5,700
402-433	Safety & Protective Equipment	3,719	6,383	6,738	7,215	6,482	8,949
402-434	Small Tools	1,655	772	2,390	1,960	2,297	2,460
402-437	Resale Merchandise	1,685	1,406	1,570	5,000	1,200	1,600
402-499	Miscellaneous Expense	6,014	-	(1)	250	-	-
Total Commodities		146,192	169,329	224,988	201,390	198,536	213,731
403-411	Telephone	69,040	68,044	72,806	58,100	59,600	62,562
403-412	Postage	24,496	39,424	42,042	78,940	63,450	68,468
403-413	Light & Power	141,865	218,991	209,454	226,000	226,000	236,840
403-414	Natural Gas	4,042	7,488	7,366	9,500	9,050	10,000
403-421	Liability Insurance Program	113,790	249,966	338,658	470,080	504,458	419,550
403-434	M & R - Buildings	3,943	19,007	46,163	27,495	31,700	51,495
403-435	M & R - Streets & Bridges	68,150	8,692	24,244	28,000	24,000	28,000
403-436	Maintenance Agreements	86,588	83,617	88,143	107,478	95,730	106,103
403-437	M & R - Other Equipment	849	355	4,288	10,800	7,202	10,800
403-441	M & R - STP	53,530	43,944	47,320	60,000	60,000	60,000
403-442	M & R - Sewer Lines	10,856	9,732	15,762	18,000	28,000	28,000
403-443	M & R - Wells	2,824	1,475	12,793	13,500	13,500	13,500
403-444	M & R - Water Mains	19,720	33,861	40,305	23,500	28,500	28,500
403-445	M & R - Water Storage Tanks	3,190	388,087	5,030	13,000	13,000	229,000
403-446	M & R - Water Meters	-	15,560	5,760	27,000	30,000	10,000
403-451	Equipment Rentals	104,355	181,495	211,544	157,778	167,621	178,690
403-452	Vehicle Maintenance & Replacement	472,028	466,177	378,559	361,585	361,585	432,155

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2018

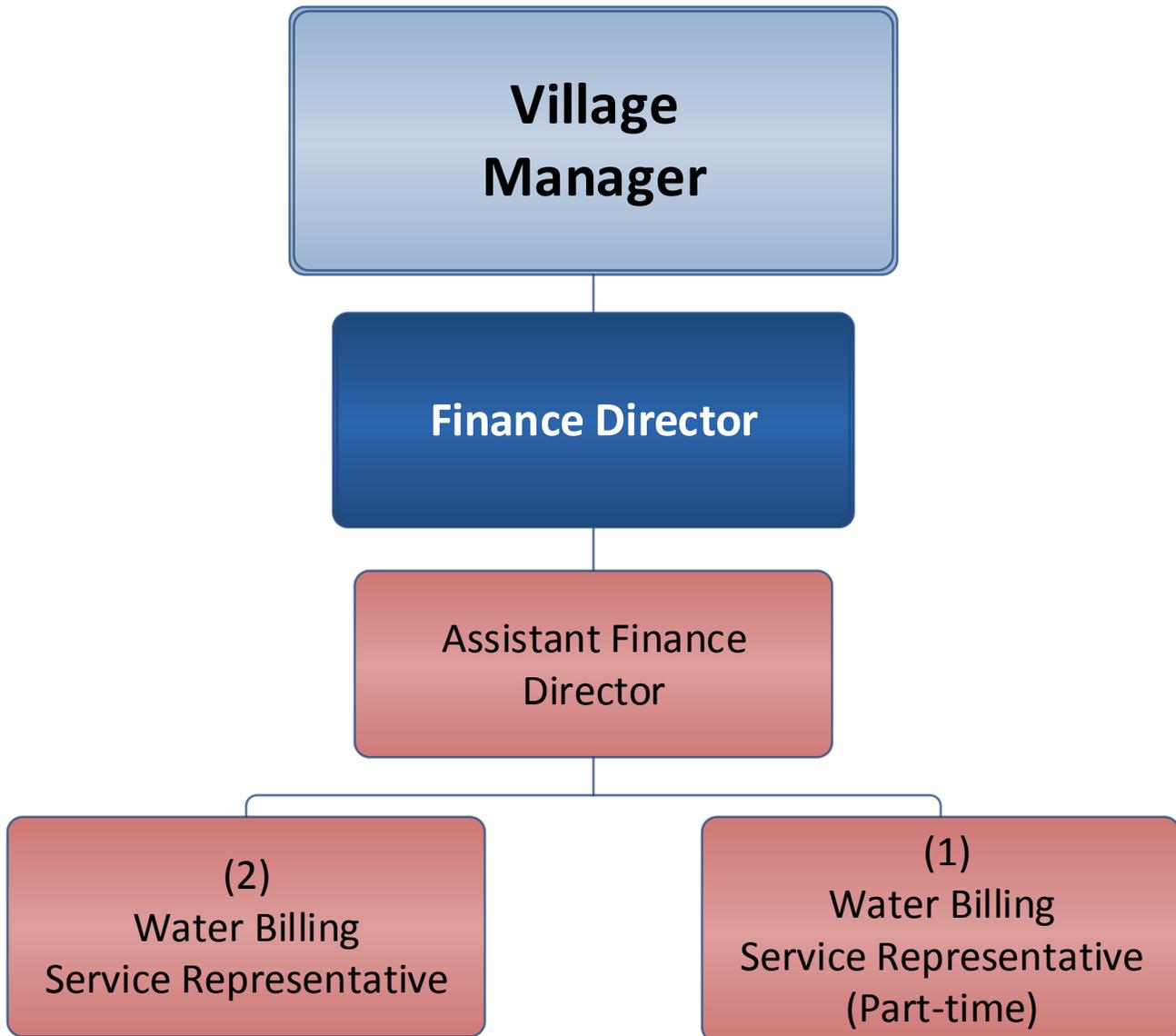
Fund 050 - Water and Sewer Fund

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses (Continued)							
403-456	IT Equipment Maint. & Replacemnt	-	-	120,000	120,000	120,000	124,164
403-461	Consulting Services	51,360	40,473	13,537	26,630	20,826	65,200
403-463	Auditing Services	11,961	15,142	12,233	12,635	12,620	13,020
403-464	Engineering Services	59,974	131,792	95,495	86,000	70,000	257,500
403-468	Uniform Rentals	2,476	2,675	-	-	-	-
403-469	Testing Services	15,315	26,414	26,443	27,640	31,000	36,955
403-470	Binding & Printing	17,099	25,141	17,391	23,370	22,750	23,370
403-471	Schools / Conferences / Meetings	1,619	(65)	2,856	3,550	3,450	6,768
403-472	Transportation	33	-	341	-	-	500
403-480	Bad Debt	-	4,162	-	-	-	-
403-482	JAWA Operating Costs	675,160	1,146,409	1,226,087	1,269,050	1,279,263	1,330,941
403-489	IEPA Discharge Fee	17,500	17,500	17,500	18,000	18,000	17,500
403-493	Depreciation Expense	638,481	927,480	933,024	844,580	940,000	-
403-496	Collection Fee Service	468	567	-	1,000	-	-
403-497	JAWA Fixed Costs	2,220,921	3,759,947	3,436,232	3,749,345	3,564,185	3,663,395
403-499	Miscellaneous Expense	20,204	39,860	50,760	65,890	56,540	57,840
Total Contractual Services		4,911,838	7,973,411	7,502,137	7,938,446	7,862,030	7,570,816
411-418	Interest Principal - IEPA Loan	216,326	337,186	346,541	232,912	232,912	114,319
411-421	Interest Interest - IEPA Loan	28,623	20,114	15,290	7,873	7,873	3,219
Total Debt Services		244,949	357,300	361,831	240,785	240,785	117,538
412-431	General Capital Outlay	125,250	125,000	76,000	100,000	100,000	-
Total Interfund Transfers		125,250	125,000	76,000	100,000	100,000	-
413-421	Buildings	-	-	13,680	75,000	36,000	-
413-443	Other Equipment	165,367	15,755	230,155	68,000	68,000	270,000
413-461	Sewer Treatment Plant	-	121,000	-	-	-	-
413-462	Sewer Lines	40,617	215,027	306,031	400,000	400,000	336,805
413-472	Water Mains	536,333	523,415	231,634	550,000	550,000	750,000
Total Capital Outlay		742,317	875,196	781,500	1,093,000	1,054,000	1,356,805
Total Expenditures and Other Financing Uses		\$ 8,106,070	\$ 12,314,219	\$ 12,488,100	\$ 12,752,534	\$ 12,542,273	\$ 12,357,750

VILLAGE OF HANOVER PARK, ILLINOIS
 Expenditure Budget Summary by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Description	FY 2014B	FY 2015	2016	2017	2017	2018
	Actual	Actual	Actual	Budget	Projection	Budget
5010 Administration	\$ 1,172,856	\$ 1,678,161	\$ 2,120,374	\$ 2,228,315	\$ 2,146,942	\$ 2,149,104
5020 Water Treatment	2,539,418	4,676,142	4,163,184	4,373,860	4,181,792	4,676,479
5030 Water Maintenance	1,039,643	1,096,457	914,415	1,169,124	1,169,557	1,551,863
5040 Water Meter Operations	143,699	213,667	285,255	250,245	249,445	236,845
5050 Sewage Treatment	915,008	1,306,080	1,495,685	1,288,337	1,250,089	1,322,539
5060 Sewer Maintenance	611,607	787,523	912,243	988,238	984,400	972,441
5070 Depreciation/Debt Service	1,683,839	2,556,189	2,596,942	2,454,415	2,560,048	1,448,479
Total Water and Sewer Fund	\$ 8,106,070	\$ 12,314,219	\$ 12,488,099	\$ 12,752,534	\$ 12,542,273	\$ 12,357,750





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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Number of Water Bills:					
Original Bills	61,509	67,618	62,540	62,785	94,929
First Late Notice	17,177	17,778	17,746	17,729	18,564
Second Late Notice	8,379	9,787	7,701	9,035	
Termination Notice	-	-	-	-	8,650
Turn Offs	835	833	812	864	2,799
Final Bills	1,333	1,509	1,688	1,385	1,489
Work Order Requested	6,926	7,028	7,137	5,884	4,604

2017 ACCOMPLISHMENTS

Strategic Plan Goal #1: Financial Health

- ✓ Reviewed the fund expenditures to ensure cost are assigned correctly and within budget. *Completed. The finance department created a "Budget Performance Analytical Report". The report was sent to all Department Heads so they can monitor their current and future expenses. Finance also printed a quarterly report and presented it to the Village Board and the Department Heads.*
- ✓ Reviewed outstanding accounts receivable for potential Shut-Off of water services. *Ongoing. The staff adhere to the Village Code regarding unpaid water and sewer bills. Staff maintains a yearly schedule on when shut offs occur for non-payment.*
- ✓ Conducted a water and sewer rate study effective for the 2018 water and sewer rates. *Pending. No increase to the water and sewer rates is recommended for FY2018.*

2018 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 delivery of services.
Ongoing. Finance and IT Department will explore the New World System advanced capabilities in water billing invoicing and notification via email.

Strategic Plan Goal #5: Effective Governance

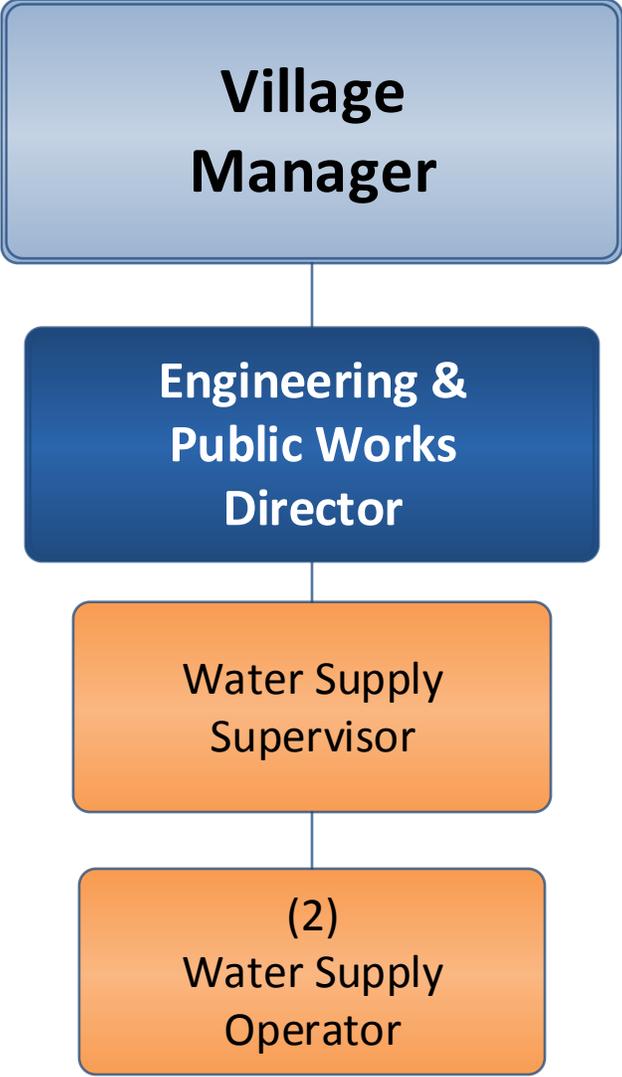
1. Continue to expand knowledge by attending training and seminars.
Ongoing. Staff to continue training on providing good customer service. Continue to learn the New World System software and improve knowledge and skills in providing optimum quality services.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5010 - Water & Sewer Administration

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 545,117	\$ 774,281	\$ 879,988	\$ 930,134	\$ 935,920	\$ 936,813
401-412	Salaries - Part - Time	2,739	-	-	10,000	5,000	12,142
401-421	Overtime Compensation	24,519	31,084	35,905	27,500	13,200	15,275
401-428	On Call Premium Pay	1,277	-	-	-	-	-
401-441	State Retirement	82,708	144,777	368,226	129,142	128,975	126,371
401-442	Social Security	40,033	61,981	68,488	78,409	75,796	80,556
401-444	Employee Insurance	97,039	127,219	134,798	198,842	155,852	166,528
401-445	Special Pension	-	-	-	13,107	-	-
401-446	Unemployment Compensation	843	1,786	1,291	2,000	1,800	1,900
401-450	OPEB	7,485	11,097	14,152	15,000	15,000	17,000
Total Personnel Services		801,759	1,152,225	1,502,849	1,404,134	1,331,543	1,356,585
402-411	Office Supplies	1,030	2,286	277	2,000	800	1,000
402-413	Memberships / Subscriptions	3,413	5,140	5,230	5,210	5,210	3,710
402-414	Books / Publications / Maps	428	-	-	-	-	-
402-499	Miscellaneous Expense	6,014	-	(1)	250	-	-
Total Commodities		10,886	7,426	5,506	7,460	6,010	4,710
403-411	Telephone	51,247	33,644	37,415	28,400	29,900	31,962
403-412	Postage	24,100	38,979	41,837	78,340	63,000	67,868
403-421	Liability Insurance Program	113,790	249,966	338,658	470,080	504,458	419,550
403-436	Maintenance Agreements	69,702	66,959	73,853	88,868	78,000	85,143
403-451	Equipment Rentals	2,082	6,266	6,336	7,138	7,121	8,050
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	22,006
403-461	Consulting Services	51,360	40,473	13,537	21,000	15,000	59,000
403-463	Auditing Services	11,961	15,142	12,233	12,635	12,620	13,020
403-470	Binding & Printing	15,299	22,492	17,391	23,370	22,750	23,370
403-480	Bad Debt	-	4,162	-	-	-	-
403-496	Collection Fee Service	468	567	-	1,000	-	-
403-499	Miscellaneous Expense	20,204	39,860	50,760	65,890	56,540	57,840
Total Contractual Services		360,212	518,510	612,020	816,721	809,389	787,809
Total Water & Sewer Administration		\$ 1,172,856	\$ 1,678,161	\$ 2,120,374	\$ 2,228,315	\$ 2,146,942	\$ 2,149,104



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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Rehab Well #4 north ground storage tank.
Not completed. Funding for this project was denied for FY2017. Will budget in FY2018.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Continued to improve appearance at Well sites.
Ongoing. Continually need to make improvements to ageing structures.
- ✓ Evaluated existing water supply interconnects.
Completed. Fourth quarter. Evaluation has been completed.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Rehab Well #4 north ground storage tank.
Third quarter. Needs to be remodeled as recommended by engineering company.
2. Purchase and install confined space entry and recovery systems.
Third quarter. Needed for entry into valve vaults at reservoirs and other below grade structures at water supply facilities.

Strategic Plan Goal #4: Community Image & Identity

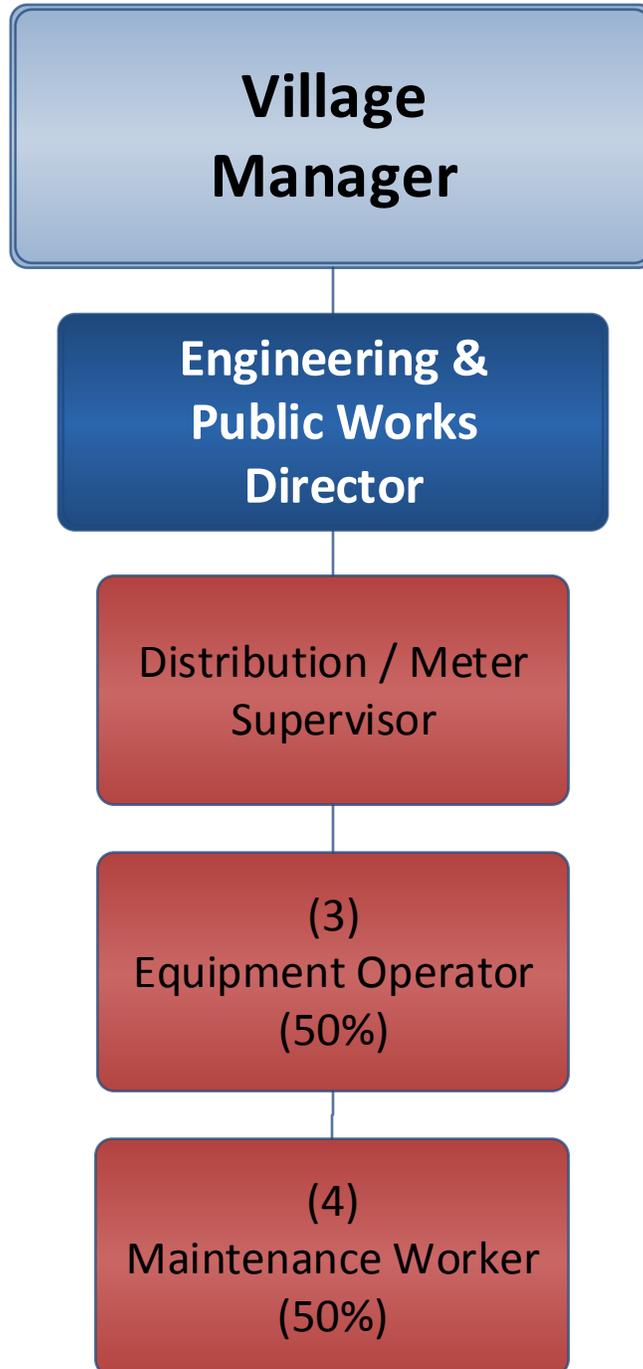
1. Continue to improve appearance at Well sites.
Ongoing. Continually need to make improvements to aging structures.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 124,734	\$ 213,572	\$ 235,958	\$ 234,387	\$ 234,387	\$ 233,687
401-421	Overtime Compensation	11,627	27,583	31,449	21,660	21,660	21,660
401-428	On Call Premium Pay	3,530	5,813	6,021	6,462	6,462	6,462
401-441	State Retirement	19,910	43,693	115,111	35,218	35,218	34,120
401-442	Social Security	9,923	19,041	20,501	19,999	19,999	19,945
401-444	Employee Insurance	24,852	25,388	23,495	28,829	28,829	32,064
Total Personnel Services		194,576	335,091	432,535	346,555	346,555	347,938
402-411	Office Supplies	161	257	223	328	250	320
402-413	Memberships / Subscriptions	-	145	288	410	300	350
402-414	Books / Publications / Maps	-	-	127	-	-	-
402-426	Bulk Chemicals	2,059	524	2,327	1,000	1,000	1,370
402-427	Materials & Supplies	13,100	7,774	6,060	10,000	9,500	10,000
402-428	Cleaning Supplies	-	8	-	-	-	-
402-431	Uniforms	225	498	97	500	500	1,000
402-433	Safety & Protective Equipment	2,036	3,801	2,063	2,500	2,100	4,119
402-434	Small Tools	50	-	35	100	100	100
Total Commodities		17,632	13,007	11,219	14,838	13,750	17,259
403-411	Telephone	8,299	14,587	13,509	9,750	9,750	10,200
403-412	Postage	241	250	134	400	250	400
403-413	Light & Power	44,838	77,643	68,874	80,000	80,000	85,000
403-414	Natural Gas	2,913	5,023	4,924	6,500	6,250	6,500
403-434	M & R - Buildings	2,606	1,181	36,493	16,700	21,700	40,700
403-436	Maintenance Agreements	10,811	14,313	14,290	16,410	15,330	16,410
403-437	M & R - Other Equipment	356	326	4,288	10,000	6,000	10,000
403-443	M & R - Wells	2,824	1,475	12,793	13,500	13,500	13,500
403-445	M & R - Water Storage Tanks	3,190	388,087	5,030	13,000	13,000	229,000
403-452	Vehicle Maintenance & Replacement	13,470	13,545	9,687	14,722	14,722	12,847
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	20,757
403-464	Engineering Services	5,550	37,233	6,950	50,000	45,000	64,000
403-469	Testing Services	9,349	11,617	7,218	11,640	10,000	14,955
403-470	Binding & Printing	1,800	2,650	-	-	-	-
403-471	Schools / Conferences / Meetings	42	170	90	500	1,800	3,618
403-497	JAWA Fixed Costs	2,220,921	3,759,947	3,436,232	3,749,345	3,564,185	3,663,395
Total Contractual Services		2,327,209	4,328,044	3,640,512	4,012,467	3,821,487	4,191,282
413-443	Other Equipment	-	-	78,918	-	-	120,000
Total Capital Outlay		-	-	78,918	-	-	120,000
Total Water Treatment		\$ 2,539,418	\$ 4,676,142	\$ 4,163,184	\$ 4,373,860	\$ 4,181,792	\$ 4,676,479



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 1,482 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	2012	2013	2014	2015	2016
Miles of Water Mains	112.35	112.35	112.35	112.43	112.43
Number of Fire Hydrants	1,475	1,475	1,475	1,482	1,483
Number of System Valves	1,530	1,530	1,530	1,538	1,538
B-Box (clean, locate, repair)	198	218	44	207	105
Gate/Auxiliary Valves (clean, locate, repair)	30	73	9	23	6
Water Main Breaks	74	51	43	41	55
Water Main Breaks – Possible	73	44	22	23	22
JULIE Locates	4,445	2,744	2,388	4,032	4,728
B-Box – Installation	0	4	1	1	12
Hydrants Flushed	1,569	1,493	1,599	1,575	2,268
Hydrants Painted	5	58	0	0	0
Hydrants Repaired	67	51	42	66	57
Yard Preparation – hours	1,540	1,410	552	649	899
Yard Repairs - Square Yards	11,125	10,318	22,632	4,138	8,533

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Water Main Replacement
 - Cook County:
 - 950 Feet – Oakwood Avenue (Deerpath Lane to Highland Street)
 - 950 Feet – Hemlock Street (Valve #984 to tee at 6851 Hemlock Street)
- Completed. Fourth quarter. Continue replacing water main to avoid the growing number of costly repairs for failing water main.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Water Main Replacement
 - Cook County:
 - 450 Feet – Kensington Lane (Parkview Drive to Tee at Natural Gas Pipeline)
 - 650 Feet – Maplewood Avenue (Valley View Road to Highland Avenue)
 - DuPage County:
 - 650 Feet – Sacramento Drive (Valve #1712 to Valve #1710)
- Fourth Quarter. Replacement of water mains due to severe deterioration and numerous water main breaks on these lines.

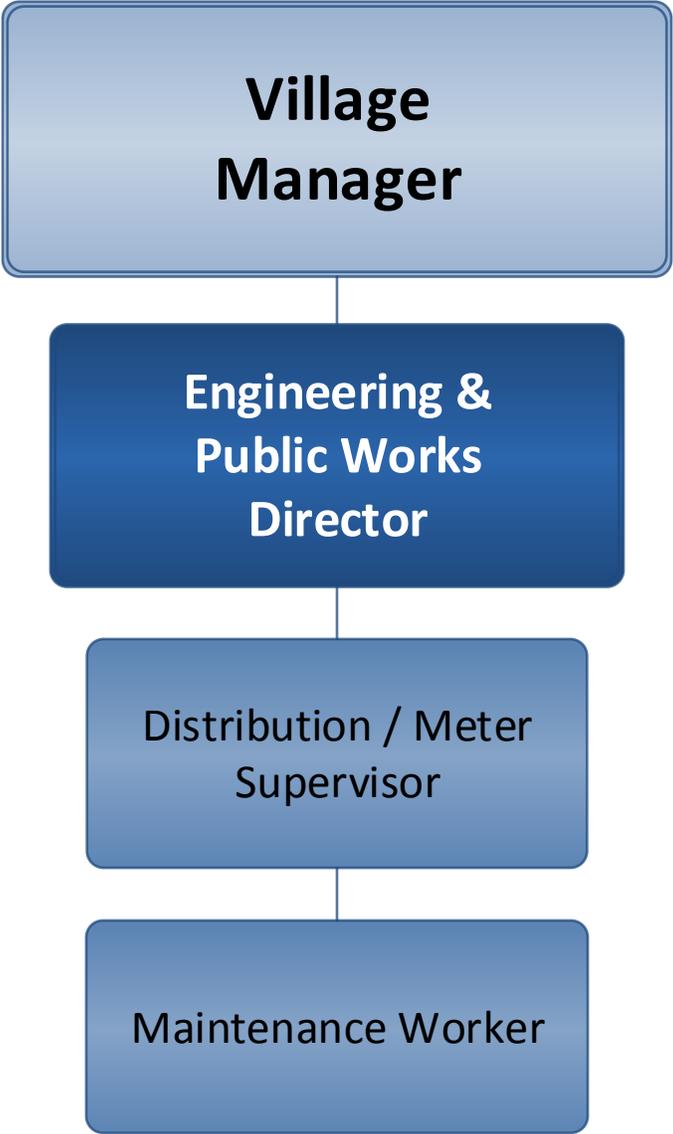
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5030 - Water Maintenance

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 111,248	\$ 190,942	\$ 195,610	\$ 206,158	\$ 206,158	\$ 206,159
401-412	Salaries - Part - Time	1,920	6,881	-	7,200	7,200	7,200
401-421	Overtime Compensation	16,398	24,579	31,666	30,000	30,000	30,000
401-428	On Call Premium Pay	1,811	2,242	3,094	2,200	2,200	2,200
401-441	State Retirement	24,055	38,129	85,741	32,419	32,419	31,523
401-442	Social Security	16,464	14,040	17,595	18,891	18,891	18,934
401-444	Employee Insurance	27,353	34,436	37,949	59,674	59,674	51,570
Total Personnel Services		199,250	311,248	371,655	356,542	356,542	347,586
402-413	Memberships / Subscriptions	110	265	-	120	120	180
402-427	Materials & Supplies	47,497	48,024	77,026	52,420	52,420	58,395
402-431	Uniforms	65	726	749	900	900	1,500
402-433	Safety & Protective Equipment	125	740	1,224	1,000	1,000	1,115
402-434	Small Tools	1,606	466	2,097	1,500	1,837	2,000
Total Commodities		49,403	50,220	81,097	55,940	56,277	63,190
403-435	M & R - Streets & Bridges	68,150	5,985	24,244	20,000	16,000	20,000
403-437	M & R - Other Equipment	-	-	-	400	240	400
403-444	M & R - Water Mains	19,720	33,861	40,305	23,500	28,500	28,500
403-451	Equipment Rentals	669	-	974	640	500	640
403-452	Vehicle Maintenance & Replacement	162,972	164,176	137,827	129,372	129,372	144,397
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	20,350
403-461	Consulting Services	-	-	-	5,630	5,826	6,200
403-464	Engineering Services	-	-	-	-	-	162,500
403-469	Testing Services	3,097	7,505	6,552	6,000	6,000	7,000
403-471	Schools / Conferences / Meetings	48	48	128	1,100	300	1,100
Total Contractual Services		254,657	211,575	230,030	206,642	206,738	391,087
413-472	Water Mains	536,333	523,415	231,634	550,000	550,000	750,000
Total Capital Outlay		536,333	523,415	231,634	550,000	550,000	750,000
Total Water Maintenance		\$ 1,039,643	\$ 1,096,457	\$ 914,415	\$ 1,169,124	\$ 1,169,557	\$ 1,551,863

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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2012	2013	2014	2015	2016
Water Meters Read	67,094	68,284	63,655	69,239	118,313
Water Meters Replaced (5/8 x 3/4)	14	48	56	102	125
Water Meter Service Requests	6,050	6,517	6,862	6,723	3,511
Water Turn On/Off	2,612	2,917	3,138	2,815	2,310
Install R900 Radios	116	156	224	186	255
Meter Repair/Cable/Register/Reseal Meter	272	291	222	253	101
Meter Checks - High Water Bill	208	217	241	206	130

Description of Measurement	2012	2013	2014	2015	2016
Meter Leaking	19	14	35	10	37
Meters Tested	167	165	278	162	44
Meters Tested/High Billing	2	1	15	7	5
No Water - Frozen Service/Low Pressure	5	15	10	2	4
Replace Meters - Frozen/Broken Bottom	17	34	59	8	8
Replace Meters - Test/High Bill	2	3	4	1	2
Seal New Meters/Install RF900-New Construction	17	22	28	26	0
Service Status	744	724	1,094	648	327
Tags – Red	6	60	77	2	425
Tags - Service/Deposit	1,843	2,143	2,173	1,773	1,008
Tags - Theft of Service	58	51	50	76	320

2017 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 including rebuilding, high bill, etc.
Ongoing. First through fourth quarters. Always testing and maintaining water meters for accuracy.
- ✓ Conducted an audit of all commercial water meters to determine that the proper meter size, head size, and serial number were all in accordance with Village files. Several inaccuracies were located and corrected. This was accomplished in just 6 weeks using in-house resources
Completed. Third quarter.
- ✓ Improved the efficiency of the customer service request process.
Ongoing. First through fourth quarters. Continually trying to improve service to residents.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

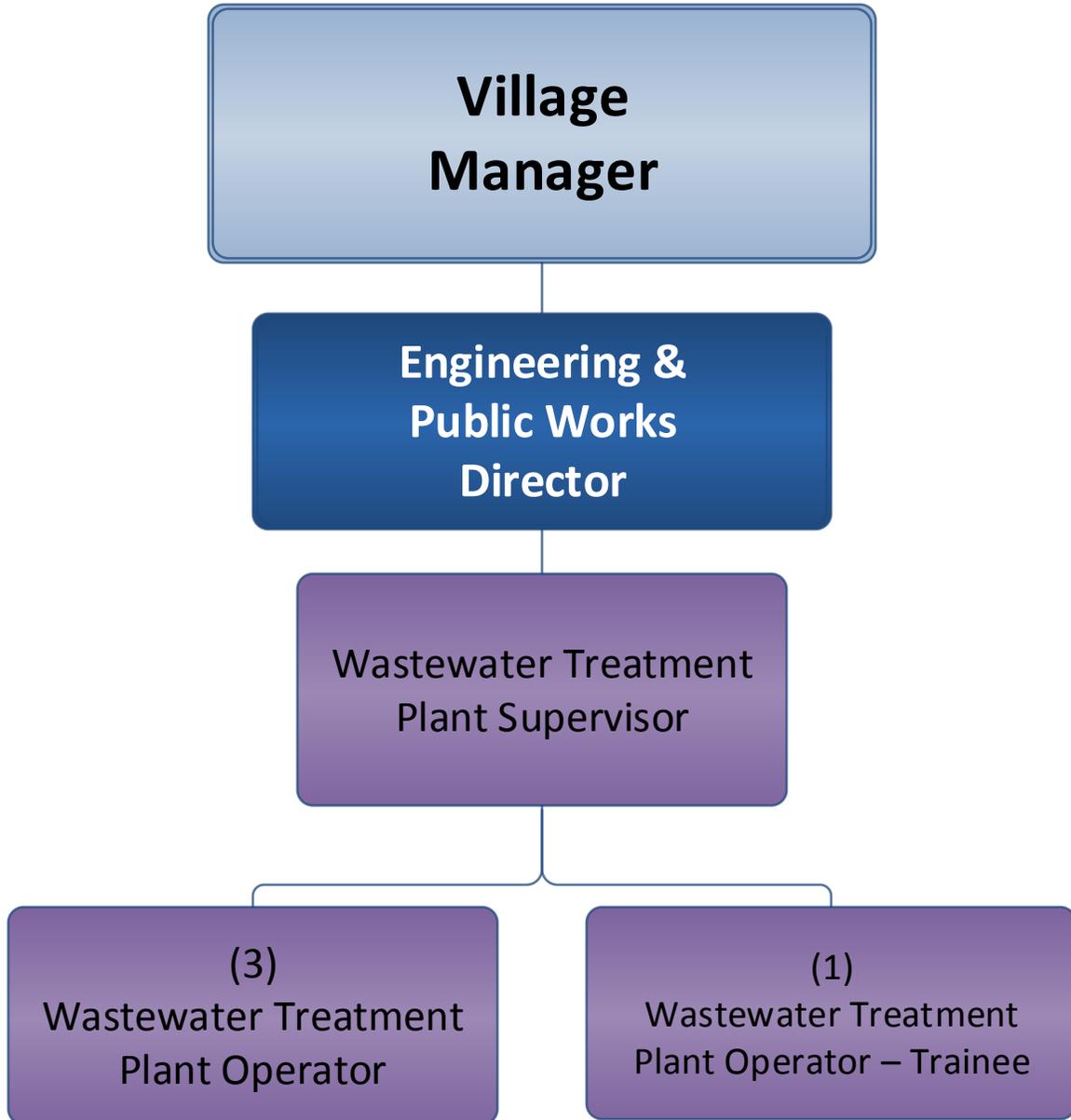
1. Installation of meters and radios in new construction.
First through fourth quarters. New construction and renovations are always taking place.
2. Continue improving the efficiency and accuracy of the entire water meter testing process including rebuilding, high bill, etc.
First through fourth quarters. Always testing and maintaining water meters for accuracy.
3. Improve the efficiency of the customer service request process.
First through fourth quarters. Continually trying to improve service to residents.
4. Replace older water meters.
First through fourth quarters. To improve billing accuracy

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5040 - Water Meter Operations

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 59,954	\$ 99,330	\$ 110,186	\$ 95,533	\$ 95,533	\$ 95,535
401-421	Overtime Compensation	5,475	5,474	9,515	7,500	7,500	7,500
401-428	On Call Premium Pay	2,835	3,824	3,117	6,000	6,000	6,000
401-441	State Retirement	9,920	18,477	46,656	15,053	15,053	14,642
401-442	Social Security	4,929	8,316	9,298	8,532	8,532	8,532
401-444	Employee Insurance	3,165	10,012	19,627	26,404	26,404	26,869
Total Personnel Services		86,279	145,433	198,399	159,022	159,022	159,078
402-411	Office Supplies	78	655	50	300	300	300
402-413	Memberships / Subscriptions	150	-	155	310	310	310
402-427	Materials & Supplies	14,290	22,557	31,214	20,547	20,547	20,547
402-431	Uniforms	587	600	160	600	600	600
402-433	Safety & Protective Equipment	334	446	110	442	442	442
402-434	Small Tools	-	106	97	-	-	-
402-437	Resale Merchandise	1,685	1,406	1,570	5,000	1,200	1,600
Total Commodities		17,125	25,770	33,356	27,199	23,399	23,799
403-411	Telephone	304	456	189	600	600	600
403-412	Postage	-	8	-	-	-	-
403-436	Maintenance Agreements	6,075	866	-	-	-	2,350
403-446	M & R - Water Meters	-	15,560	5,760	27,000	30,000	10,000
403-452	Vehicle Maintenance & Replacement	23,997	25,574	21,192	16,274	16,274	20,274
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	20,594
403-471	Schools / Conferences / Meetings	-	-	-	150	150	150
Total Contractual Services		30,376	42,465	47,141	64,024	67,024	53,968
413-443	Other Equipment	9,919	-	6,360	-	-	-
Total Capital Outlay		9,919	-	6,360	-	-	-
Total Water Meter Operations		\$ 143,699	\$ 213,667	\$ 285,255	\$ 250,245	\$ 249,445	\$ 236,845



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 have to 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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Completed IEPA CMOM Infrastructure program.
Completed. Fourth quarter. This is the capacity management, operations and maintenance program for municipalities to identify and incorporate widely accepted wastewater industry practices, and is mandatory per the IEPA N.P.D.E.S. permit issued to the Wastewater Department.
- ✓ Installed replacement shingles on three buildings at STP 1.
Completed. Third quarter. Shingle replacement on all three buildings has been completed.

Additional Accomplishments

- ✓ Completed phosphorous study and optimization plan per the Wastewater Department N.P.D.E.S. Operating Permit from the Illinois Environmental Protection Agency.
- ✓ Installed new transformer for the operation of the sewage treatment plant ultra-disinfection equipment.
- ✓ Installation of new level transducer and controller at the Turnberry Lift Station.
- ✓ Rebuilt sewage treatment plant 30hp excess flow pump.
- ✓ Replaced and installed new suction piping on the sewage treatment plant grit removal system.

2018 BUDGET GOALS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Installation of new programmable logic controllers.
Fourth quarter. These controllers are needed at all of the Lift Stations and at STP 1 to increase the S.C.A.D.A. polling time speed of the system.
2. Continue phosphorous monitoring at STP 1.
Fourth quarter. Need to continue monitoring per the Baxter Woodman Engineering Final Report on Phosphorous Reduction per the N.P.D.E.S. permit requirement.
3. Installation of replacement hydraulic cutter at STP 1.
Third quarter. The installation of a replacement hydraulic cutter on the Muffin Monster at STP is on a 3-year replacement program.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

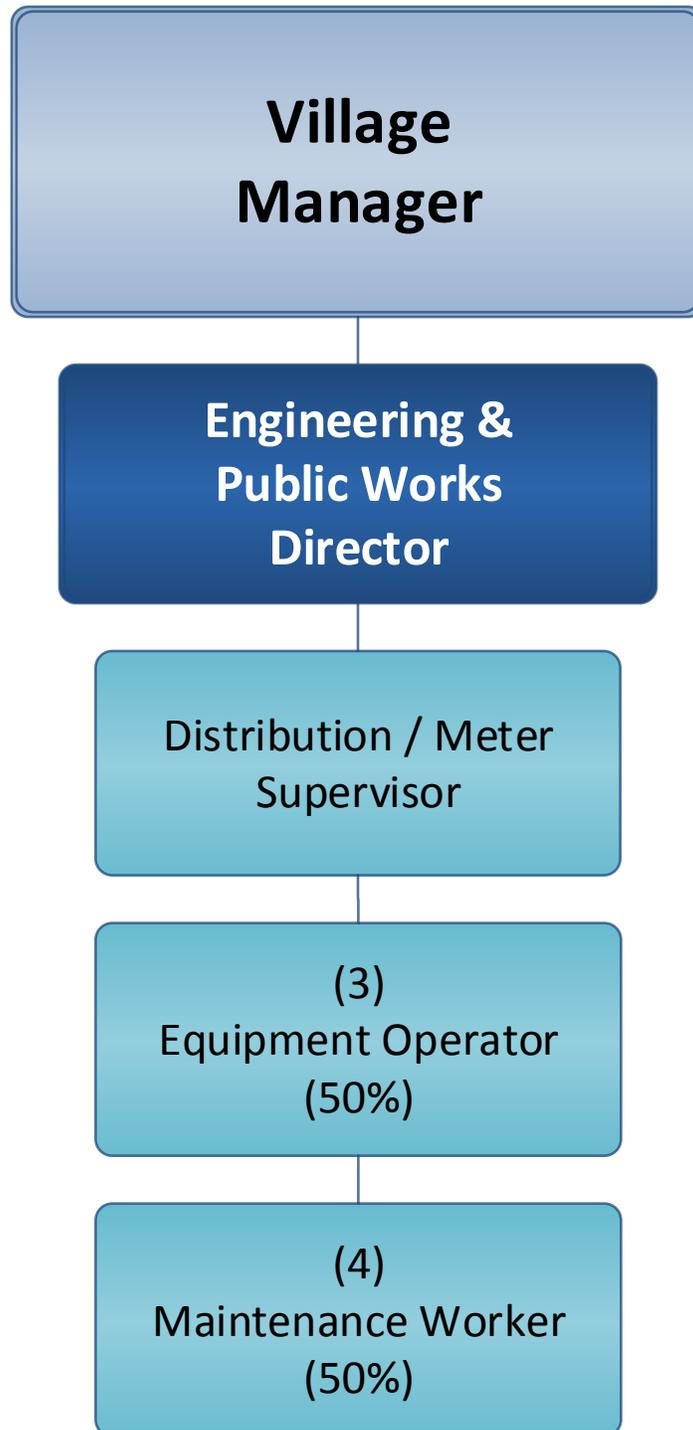
Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 242,277	\$ 331,397	\$ 356,003	\$ 358,057	\$ 358,057	\$ 345,570
401-412	Salaries - Part - Time	1,840	3,700	-	5,000	-	5,000
401-421	Overtime Compensation	21,328	35,509	32,817	26,851	26,851	26,851
401-428	On Call Premium Pay	4,111	6,240	6,182	6,240	6,240	6,240
401-441	State Retirement	39,044	65,993	171,325	52,300	52,300	48,616
401-442	Social Security	19,756	29,029	30,337	29,744	29,744	28,490
401-444	Employee Insurance	84,345	82,594	74,310	81,468	81,468	83,378
Total Personnel Services		412,701	554,462	670,973	559,660	554,660	544,145
402-411	Office Supplies	176	501	217	400	400	400
402-413	Memberships / Subscriptions	1,541	21,827	23,054	32,520	32,000	34,540
402-421	Gasoline & Lube	454	735	359	500	500	500
402-426	Bulk Chemicals	3,449	10,320	9,937	12,000	10,000	12,000
402-427	Materials & Supplies	16,747	18,602	21,762	19,000	25,000	25,000
402-428	Cleaning Supplies	406	982	446	1,100	1,100	1,000
402-429	Parts & Accessories - Non - Auto	-	153	-	-	-	-
402-431	Uniforms	232	1,007	489	700	700	1,200
402-433	Safety & Protective Equipment	654	686	884	1,133	800	1,133
402-434	Small Tools	-	124	162	200	200	200
Total Commodities		23,658	54,938	57,308	67,553	70,700	75,973
403-411	Telephone	9,191	19,358	21,693	19,350	19,350	19,800
403-412	Postage	156	187	71	200	200	200
403-413	Light & Power	97,028	141,348	140,580	146,000	146,000	151,840
403-414	Natural Gas	1,129	2,466	2,442	3,000	2,800	3,500
403-434	M & R - Buildings	1,337	17,826	9,670	10,795	10,000	10,795
403-436	Maintenance Agreements	-	1,478	-	2,200	2,400	2,200
403-441	M & R - Sewer Treatment Plant	53,530	43,944	47,320	60,000	60,000	60,000
403-442	M & R - Sewer Lines	10,856	9,627	12,762	15,000	15,000	15,000
403-451	Equipment Rentals	101,604	175,229	204,233	150,000	160,000	170,000
403-452	Vehicle Maintenance & Replacement	30,903	32,759	28,680	26,379	26,379	33,679
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	20,107
403-464	Engineering Services	43,842	88,519	88,545	36,000	25,000	31,000
403-468	Uniform Rentals	2,476	2,675	-	-	-	-
403-469	Testing Services	2,869	7,292	12,673	10,000	15,000	15,000
403-471	Schools / Conferences / Meetings	1,529	(283)	2,336	1,200	600	1,300
403-472	Transportation	-	-	341	-	-	500
403-489	IEPA Discharge Fee	17,500	17,500	17,500	18,000	18,000	17,500
Total Contractual Services		373,949	559,926	608,848	518,124	520,729	552,421

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment - Continued

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures (Continued)							
413-421	Buildings	-	-	13,680	75,000	36,000	-
413-443	Other Equipment	104,701	15,755	144,877	68,000	68,000	150,000
413-461	Sewage Treatment Plant	-	121,000	-	-	-	-
Total Capital Outlay		104,701	136,755	158,557	143,000	104,000	150,000
Total Sewage Treatment		\$ 915,008	\$ 1,306,080	\$ 1,495,685	\$ 1,288,337	\$ 1,250,089	\$ 1,322,539



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	2012	2013	2014	2015	2016
Miles of Sanitary Sewers	93.8	93.8	93.8	94.03	94.03
Number of Manholes	2,347	2,346	2,348	2,353	2,353
Sanitary Sewer Backups	14	10	11	23	7
Sanitary Sewer Backup – Possible	81	61	23	28	11
Sanitary Sewer Inspections	1,342	1,061	863	3,528	1,381
Sanitary Sewer PM Root Cut/Jet (in. ft.)	287,313	186,928	49,076	413,787	366,324
Sanitary Sewer Televising (ft.)	26,589	2,801	600	20,831	54,051
Sanitary Sewer Repair – Each	2	0	1	2	4

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Continued televising Cook County sanitary sewers to evaluate the rehab priorities.
Ongoing. Fourth quarter. Televising helps to evaluate the pipes first-hand by seeing what is actually going on inside the pipes.
- ✓ Determined locations and severity of infiltration entering into the sanitary system.
Ongoing. Fourth quarter. An ongoing process to determine locations that need repair.

- ✓ Relined sanitary sewers in Cook County.
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

Televising of Sanitary Sewer Lines Completed by Calendar Year (feet)		Relining of Sanitary Sewer Lines Completed by Calendar Year (feet)	
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**
Total:	726,057 feet or 137.511 Miles	Total:	59,721 feet or 11.312 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.

2018 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, 2018

Fund 050 - Water and Sewer Fund

Department 5060 - Sewer Maintenance

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
401-411	Salaries - Regular	\$ 147,860	\$ 192,551	\$ 181,150	\$ 206,158	\$ 206,158	\$ 206,159
401-412	Salaries - Part - Time	7,912	14,272	18,874	14,400	-	14,400
401-421	Overtime Compensation	14,692	21,363	28,405	21,000	21,000	21,000
401-428	On Call Premium Pay	1,811	2,188	2,946	2,200	2,200	2,200
401-441	State Retirement	23,861	37,012	82,286	28,916	28,916	28,020
401-442	Social Security	16,905	14,142	17,726	18,124	18,124	17,573
401-444	Employee Insurance	27,918	33,997	33,846	62,202	62,202	54,176
Total Personnel Services		240,959	315,525	365,234	353,000	338,600	343,528
402-421	Gasoline & Lube	-	-	-	-	-	-
402-427	Materials & Supplies	15,811	8,597	17,205	15,800	15,800	15,800
402-429	Parts & Accessories - Non - Auto	10,827	7,585	15,859	9,300	9,300	9,300
402-431	Uniforms	282	1,000	981	1,000	1,000	1,400
402-433	Safety & Protective Equipment	569	710	2,457	2,140	2,140	2,140
402-434	Small Tools	-	76	-	160	160	160
Total Commodities		27,489	17,968	36,502	28,400	28,400	28,800
403-435	M & R - Streets & Bridges	-	2,707	-	8,000	8,000	8,000
403-437	M & R - Other Equipment	493	29	-	400	962	400
403-442	M & R - Sewer Lines	-	105	3,000	3,000	13,000	13,000
403-452	Vehicle Maintenance & Replacement	240,686	230,123	181,173	174,838	174,838	220,958
403-456	IT Equipment Maint. & Replacement	-	-	20,000	20,000	20,000	20,350
403-464	Engineering Services	10,581	6,040	-	-	-	-
403-471	Schools / Conferences / Meetings	-	-	303	600	600	600
403-472	Transportation	33	-	-	-	-	-
Total Contractual Services		251,794	239,004	204,476	206,838	217,400	263,308
413-443	Other Equipment	50,748	-	-	-	-	-
413-462	Sewer Lines	40,617	215,027	306,031	400,000	400,000	336,805
Total Capital Outlay		91,365	215,027	306,031	400,000	400,000	336,805
Total Sewer Maintenance		\$ 611,607	\$ 787,523	\$ 912,243	\$ 988,238	\$ 984,400	\$ 972,441

5070 – Debt Service and Depreciation



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2018

Fund 050 - Water and Sewer Fund

Department 5070 - Depreciation & Debt Service

Account	Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures							
403-482	JAWA Operating Costs	\$ 675,160	\$ 1,146,409	\$ 1,226,087	\$ 1,269,050	\$ 1,279,263	\$ 1,330,941
403-493	Depreciation Expense	638,481	927,480	933,024	844,580	940,000	-
Total Contractual Services		<u>1,313,641</u>	<u>2,073,889</u>	<u>2,159,111</u>	<u>2,113,630</u>	<u>2,219,263</u>	<u>1,330,941</u>
411-418	Principal - IEPA Loan	216,326	337,186	346,541	232,912	232,912	114,319
411-421	Interest - IEPA Loan	28,623	20,114	15,290	7,873	7,873	3,219
Total Debt Service		<u>244,949</u>	<u>357,300</u>	<u>361,831</u>	<u>240,785</u>	<u>240,785</u>	<u>117,538</u>
412-431	General Capital Outlay	125,250	125,000	76,000	100,000	100,000	-
Total Interfund Transfers		<u>125,250</u>	<u>125,000</u>	<u>76,000</u>	<u>100,000</u>	<u>100,000</u>	<u>-</u>
Total Depreciation & Debt Service		<u>\$ 1,683,839</u>	<u>\$ 2,556,189</u>	<u>\$ 2,596,942</u>	<u>\$ 2,454,415</u>	<u>\$ 2,560,048</u>	<u>\$ 1,448,479</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
2000 Illinois Environmental Protection Agency Note
December 31, 2018

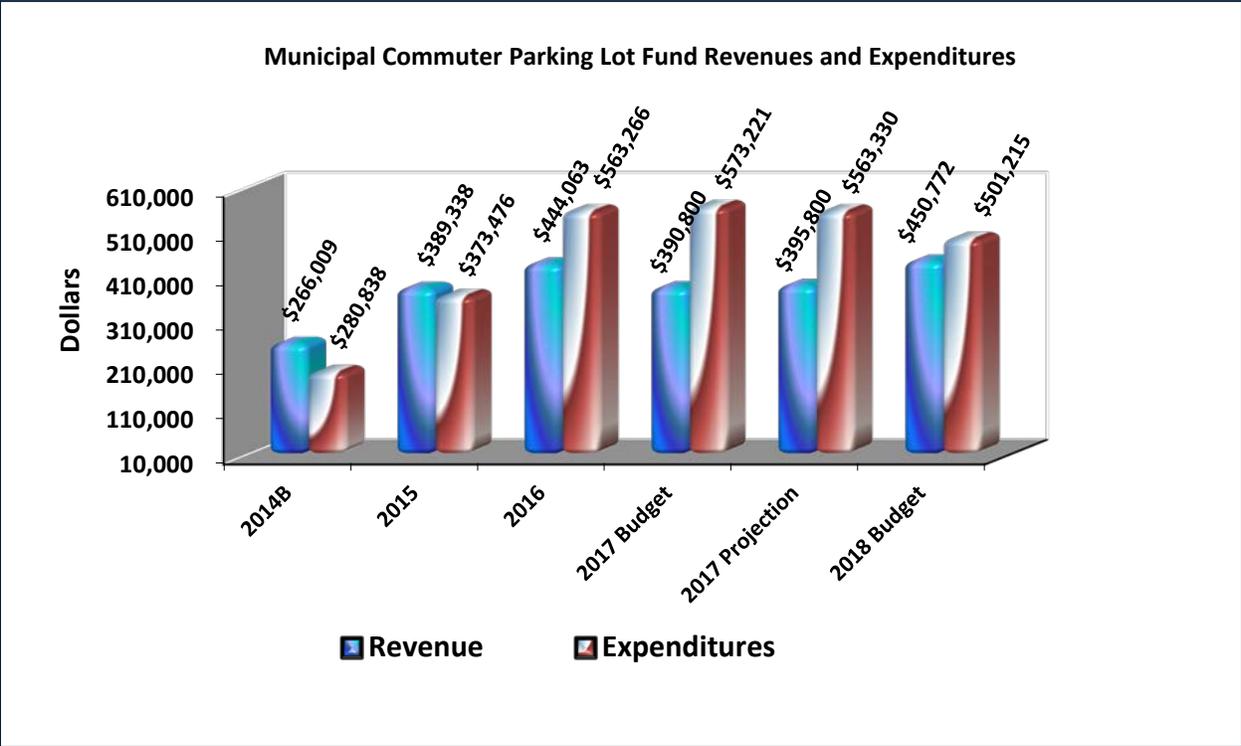
Date of Issue	April 12,2000
Date of Maturity	July 1,2019
Authorized Issue	\$1,784,916
Interest Rates	2.625%
Interest Dates	January 1 and July 1
Principal Maturity Date	January 1 and July 1
Payable at	Illinois Environmental Protection Agency

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
1/1/2018	56,051	2,718	58,769
7/1/2018	56,787	1,982	58,769
1/1/2019	57,532	1,237	58,769
7/1/2019	36,694	482	37,176
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	\$ 207,064	\$ 6,419	\$ 213,483
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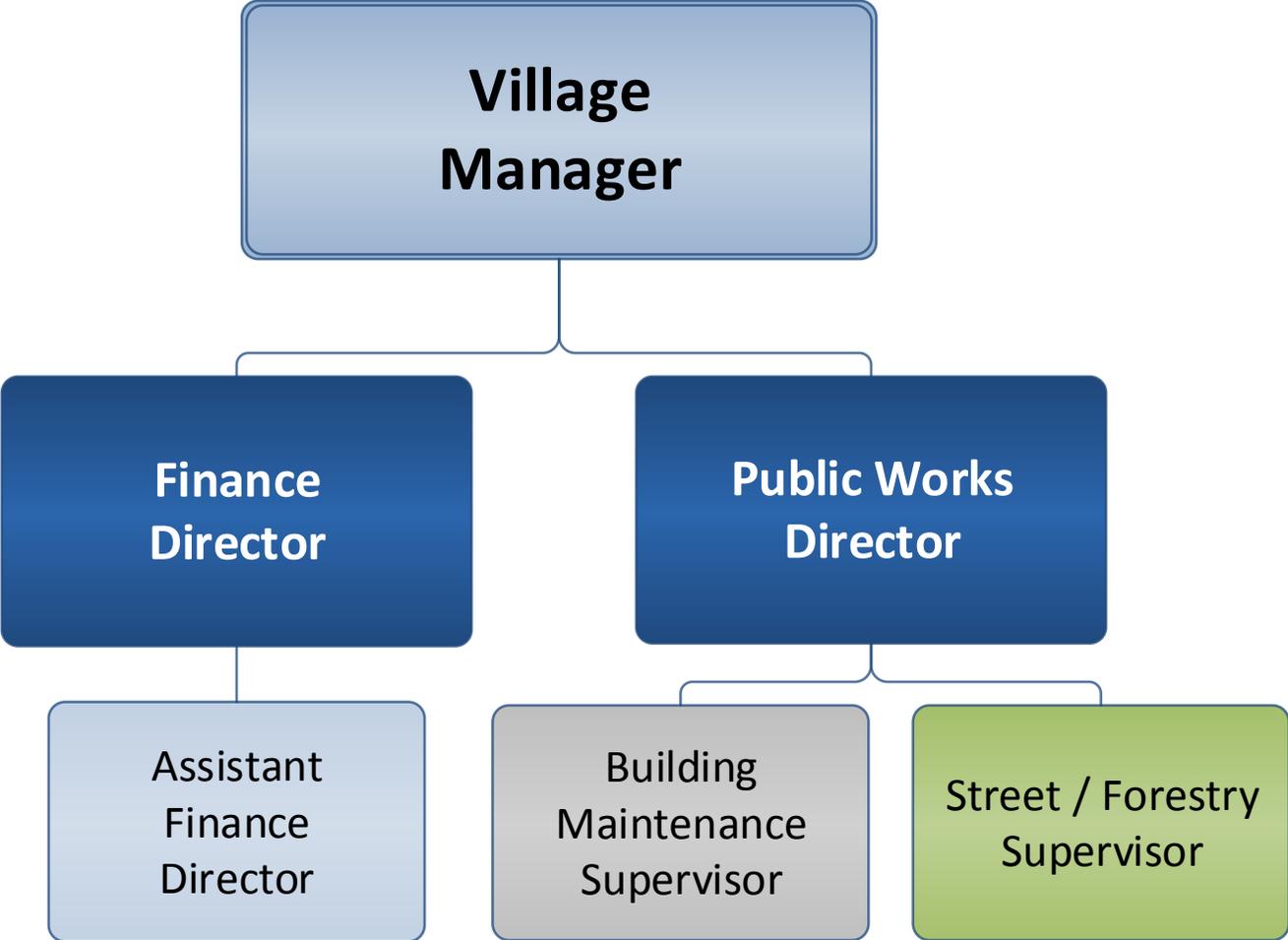
MUNICIPAL COMMUTER PARKING LOT FUND

The Municipal Commuter Parking Lot Fund – used to account for the operations associated with the 1399 commuter parking spaces at Hanover Park. 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 offers a daily parking fee of \$1.75 per day. Annual passes for \$385.00 (discounted until December 31st). 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

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.

2017 ACCOMPLISHMENTS

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

- ✓ Resurfaced approximately ½ of the northwest lot and south side parking lot.
Second & third quarter.

Strategic Plan Goal #4: Community Image & Identity

- ✓ Continued working with METRA towards identifying available grant funding to improve station and adjoining parking and property.
First through fourth quarters.

Strategic Plan Goal #5: Effective Governance

- ✓ Continued high level of customer service delivery.
First through fourth quarters.

Additional Accomplishments

- ✓ Received \$9,480 from Metra for payment of a layout analysis study of the south lot.
- ✓ Raised rates from \$1.50 to \$1.75 daily.

2018 BUDGET GOALS

Strategic Plan Goal #1: Financial Health

1. Continue working with Metra toward identifying available grant funding to improve station and adjoining parking property functionality and aesthetics.
First through fourth quarters.

Strategic Plan Goal #3: Maintain and Enhance Infrastructure

1. Resurface the remaining half of northwestern lot and patch south lot and replace lighting as needed throughout the north lots.
Third quarter.

2. Work with Pace and private development partners to review lot redevelopment.
First quarter.

Strategic Plan Goal #4: Community Image & Identity

1. Work with Pace and private development partners for lot redevelopment
First through fourth quarters.
2. Participate in a joint STP application through DMMC for bike parking infrastructure grant.
First through fourth quarters.

Strategic Plan Goal #5: Effective Governance

1. Continue high level of customer service delivery.
First through fourth quarters.

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 51 - Municipal Commuter Lot Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
323-309 Parking Lot Meter Fee	\$ 105,325	\$ 156,600	\$ 158,625	\$ 153,600	\$ 158,950	\$ 185,052
323-310 Parking Lot Permit Fee	160,570	232,805	235,120	237,000	236,150	257,145
Total Charges for Services	<u>265,895</u>	<u>389,405</u>	<u>393,745</u>	<u>390,600</u>	<u>395,100</u>	<u>442,197</u>
332-301 State Grants	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 7,875
Total Intergovernmental Revenue	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>7,875</u>
361-300 Interest On Investments	114	87	368	200	700	700
Total Investment Income	<u>114</u>	<u>87</u>	<u>368</u>	<u>200</u>	<u>700</u>	<u>700</u>
380-309 Reimbursed Exp. Miscellaneous	-	-	49,950	-	-	-
389-303 Miscellaneous Income	-	(154)	-	-	-	-
Total Miscellaneous Revenue	<u>-</u>	<u>(154)</u>	<u>49,950</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 266,009</u>	<u>\$ 389,338</u>	<u>\$ 444,063</u>	<u>\$ 390,800</u>	<u>\$ 395,800</u>	<u>\$ 450,772</u>
Expenditures and Other Financing Uses						
401-411 Salaries - Regular	\$ 73,275	\$ 108,171	\$ 104,879	\$ 105,057	\$ 104,400	\$ 106,139
401-421 Overtime Compensation	2,894	4,790	4,678	4,000	2,500	3,000
401-428 On Call Premium Pay	855	1,601	1,475	1,000	996	1,000
401-441 State Retirement	11,140	19,876	46,962	14,470	14,682	14,420
401-442 Social Security	5,443	8,943	8,321	8,255	8,477	8,435
401-444 Employee Insurance	11,534	28,701	24,039	29,590	29,590	33,027
Total Personnel Services	<u>105,141</u>	<u>172,082</u>	<u>190,353</u>	<u>162,372</u>	<u>160,645</u>	<u>166,021</u>
402-411 Office Supplies	1,115	1,191	1,165	1,394	1,295	1,394
402-426 Bulk Chemicals	2,261	2,086	2,226	2,000	2,000	2,000
402-427 Materials & Supplies	98	4,270	1,315	4,500	2,000	2,000
402-428 Cleaning Supplies	858	-	-	900	-	-
Total Commodities	<u>4,332</u>	<u>7,547</u>	<u>4,706</u>	<u>8,794</u>	<u>5,295</u>	<u>5,394</u>
403-412 Postage	153	452	177	300	300	300
403-413 Light & Power	8,348	13,540	12,456	15,000	12,978	12,000
403-414 Natural Gas	1,030	2,392	2,069	3,200	2,457	3,200
403-421 Liability Insurance Program	6,940	9,561	(2,510)	-	-	-
403-434 M & R - Buildings	2,355	5,476	5,035	5,000	5,000	2,500
403-435 M & R - Streets & Bridges	20,893	59,982	44,249	56,000	56,000	56,000
403-436 Maintenance Agreements	11,880	15,732	13,680	13,680	13,680	34,680
403-455 Real Property Rental	775	-	-	775	-	-
403-493 Depreciation Expense	29,104	43,656	61,951	51,500	65,000	-
403-499 Miscellaneous Expense	2,668	6,388	7,270	6,600	8,975	10,620
Total Contractual Services	<u>84,146</u>	<u>157,179</u>	<u>144,377</u>	<u>152,055</u>	<u>164,390</u>	<u>119,300</u>

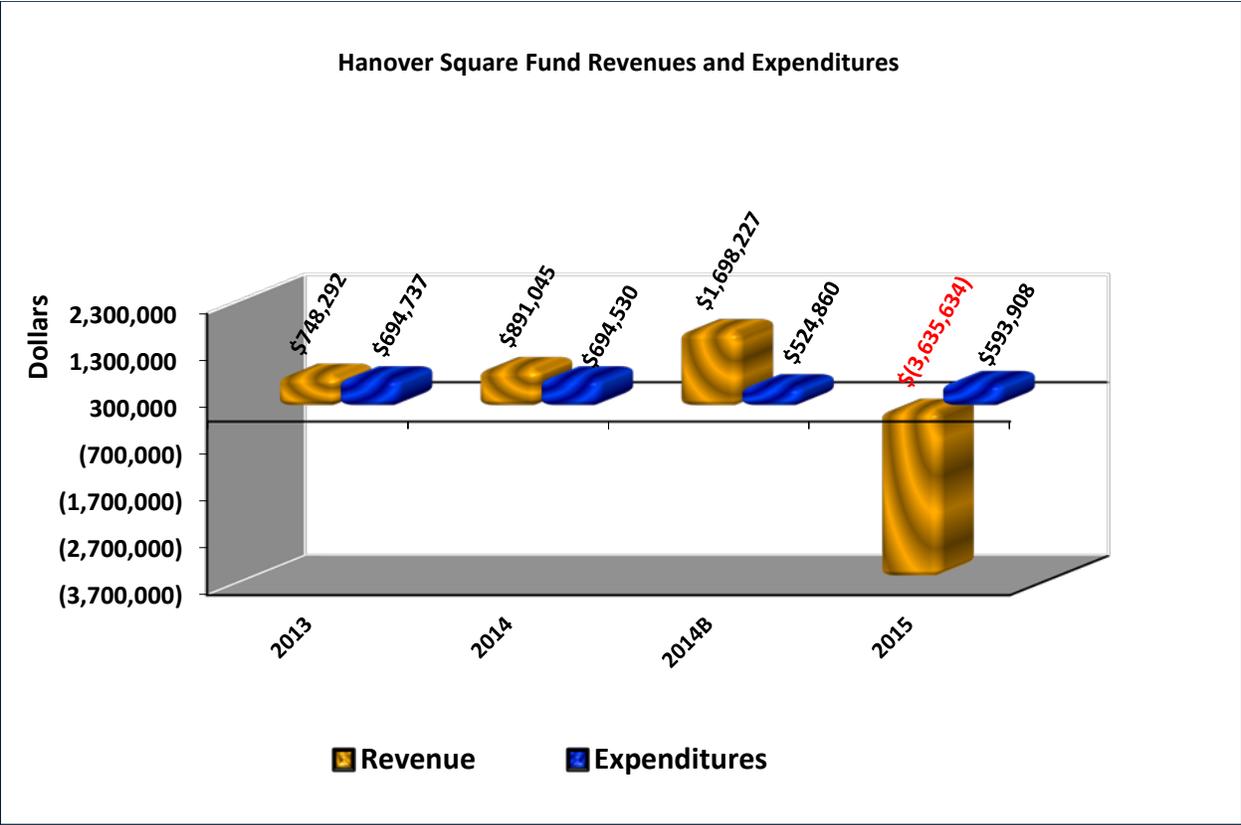
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 51 - Municipal Commuter Lot Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Expenditures and Other Financing Uses (Continued)						
413-422 Improvement Other Than Buildings	9,289	36,668	223,830	250,000	233,000	210,500
Total Capital Outlay	<u>9,289</u>	<u>36,668</u>	<u>223,830</u>	<u>250,000</u>	<u>233,000</u>	<u>210,500</u>
Total Expenditures and Other Financing Uses	<u>\$ 202,908</u>	<u>\$ 373,476</u>	<u>\$ 563,266</u>	<u>\$ 573,221</u>	<u>\$ 563,330</u>	<u>\$ 501,215</u>
Net Position	<u>\$ 63,101</u>	<u>\$ 15,863</u>	<u>\$ (119,203)</u>	<u>\$ (182,421)</u>	<u>\$ (167,530)</u>	<u>\$ (50,443)</u>
Net Investment in Capital Assets	2,248,007	2,204,351	2,325,343	2,273,843	2,273,843	2,484,343
Unrestricted	<u>282,682</u>	<u>264,065</u>	<u>254,689</u>	<u>72,268</u>	<u>87,159</u>	<u>36,716</u>
Ending Net Position	<u>\$ 2,530,689</u>	<u>\$ 2,468,416</u>	<u>\$ 2,580,032</u>	<u>\$ 2,346,111</u>	<u>\$ 2,361,002</u>	<u>\$ 2,521,059</u>

HANOVER SQUARE FUND

Hanover Square Fund – used to account for the operation and maintenance of the Hanover Square shopping center. All activities necessary to provide such services are accounted for in this fund including, but not limited to, operations, maintenance, financing and collections. In September 2015, the Village transferred the ownership into an LLC as a part of this public-private partnership between the Village and TDHS Manager, LLC.



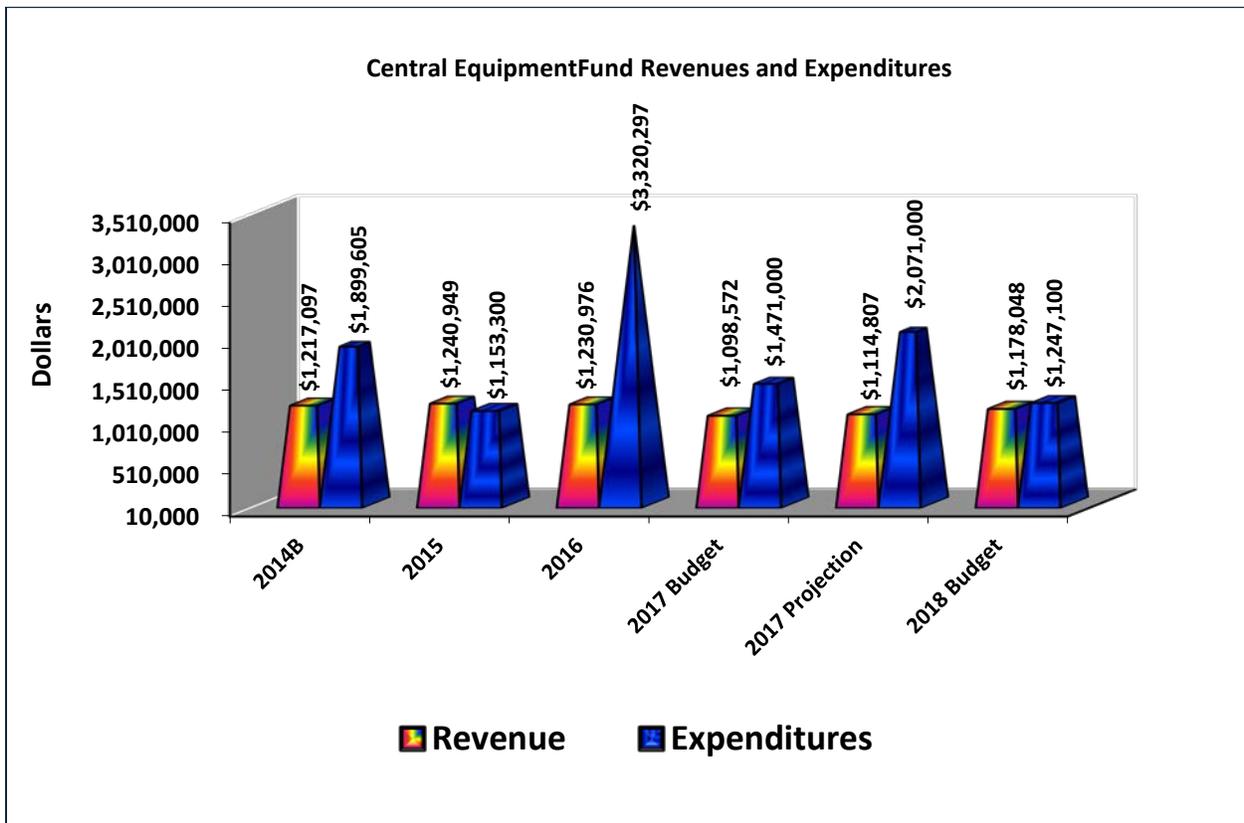
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 52 - Hanover Square Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 31	\$ 105	\$ -	\$ -	\$ -	\$ -
Total Investment Income	<u>31</u>	<u>105</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
364-300 Rental Income	515,793	610,119	-	-	-	-
364-301 Common Area Maintenance	30,308	32,622	-	-	-	-
364-302 Late Fee Revenue	698	801	-	-	-	-
380-304 Reimbursed Exp. Property Damage	1,752	-	-	-	-	-
389-303 Miscellaneous Income	13,880	(1)	-	-	-	-
Total Miscellaneous Income	<u>562,431</u>	<u>643,541</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
391-333 Interfund TIF #3	-	(4,279,281)	-	-	-	-
Total Interfund Transfers	<u>-</u>	<u>(4,279,281)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
392-304 Capital Contributions	1,135,765	-	-	-	-	-
Total Other	<u>1,135,765</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 1,698,227</u>	<u>\$ (3,635,634)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Other Financing Uses						
402-411 Office Supplies	\$ -	\$ 8	\$ -	\$ -	\$ -	\$ -
Total Commodities	<u>-</u>	<u>8</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
403-413 Light & Power	22,428	25,490	-	-	-	-
403-416 Property Taxes	289,442	-	-	-	-	-
403-434 M & R - Buildings	70,278	27,896	-	-	-	-
403-436 Maintenance Agreements	55,348	86,365	-	-	-	-
403-461 Consulting Services	16,346	99,339	-	-	-	-
403-462 Legal Services	-	57,431	-	-	-	-
403-493 Depreciation Expense	71,019	-	-	-	-	-
403-499 Miscellaneous Expense	-	200,193	-	-	-	-
Total Contractual Services	<u>524,860</u>	<u>496,715</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
413-421 Buildings	-	97,186	-	-	-	-
Total Capital Outlay	<u>-</u>	<u>97,186</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 524,860</u>	<u>\$ 593,908</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Position	<u>\$ 1,173,366</u>	<u>\$ (4,229,543)</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Net Investment in Capital Assets	4,279,281	4,279,281	-	-	-	-
Unrestricted	<u>(49,738)</u>	<u>(4,279,281)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Ending Net Position	<u>\$ 4,229,543</u>	<u>\$ 0</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

CENTRAL EQUIPMENT FUND

Central Equipment Fund - also known as 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.



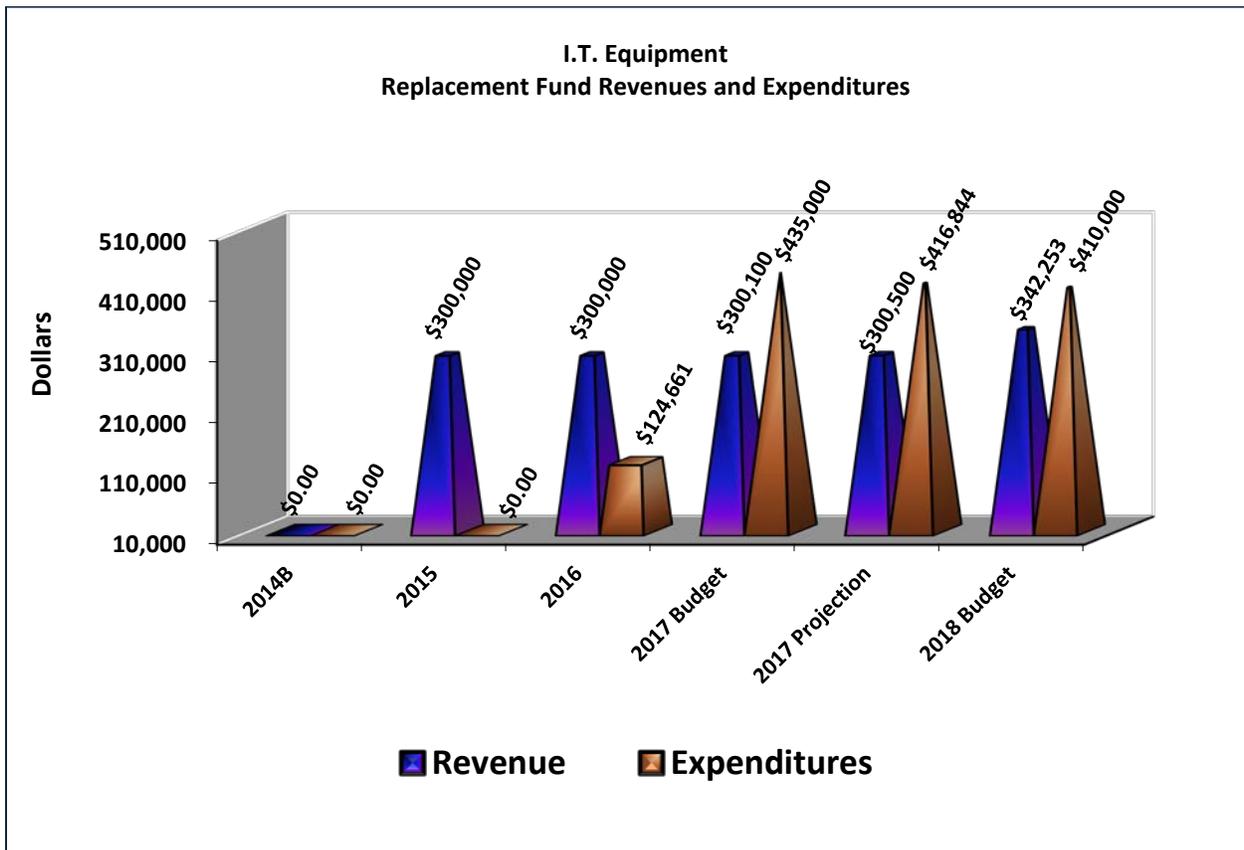
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 61 - Central Equipment Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ (229,465)	\$ 13,751	\$ 17,575	\$ 15,000	\$ 20,000	\$ 25,000
Total Investment Income	<u>(229,465)</u>	<u>13,751</u>	<u>17,575</u>	<u>15,000</u>	<u>20,000</u>	<u>25,000</u>
389-301 General Fund	908,508	935,585	930,784	871,555	871,555	870,460
389-350 Water & Sewer Fund	472,028	276,714	228,992	212,017	212,017	282,588
389-351 Commuter Lot Fund	-	-	-	-	-	-
Total Miscellaneous	<u>1,380,536</u>	<u>1,212,299</u>	<u>1,159,776</u>	<u>1,083,572</u>	<u>1,083,572</u>	<u>1,153,048</u>
392-301 Gain - Sale of Capital Assets	66,026	14,899	53,625	-	11,235	-
Total Other	<u>66,026</u>	<u>14,899</u>	<u>53,625</u>	<u>-</u>	<u>11,235</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 1,217,097</u>	<u>\$ 1,240,949</u>	<u>\$ 1,230,976</u>	<u>\$ 1,098,572</u>	<u>\$ 1,114,807</u>	<u>\$ 1,178,048</u>
Expenditures and Other Financing Uses						
403-493 Depreciation Expense	\$ 324,852	\$ 537,699	\$ 708,847	\$ -	\$ 710,000	\$ -
Total Contractual Services	<u>324,852</u>	<u>537,699</u>	<u>708,847</u>	<u>-</u>	<u>710,000</u>	<u>-</u>
413-441 Automobiles	642,171	210,658	187,034	160,000	136,000	254,000
413-442 Trucks	824,341	303,136	2,360,529	1,012,000	976,000	715,100
413-443 Other Equipment	108,241	101,807	63,888	299,000	249,000	278,000
Total Capital Outlay	<u>1,574,753</u>	<u>615,600</u>	<u>2,611,451</u>	<u>1,471,000</u>	<u>1,361,000</u>	<u>1,247,100</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,899,605</u>	<u>\$ 1,153,300</u>	<u>\$ 3,320,297</u>	<u>\$ 1,471,000</u>	<u>\$ 2,071,000</u>	<u>\$ 1,247,100</u>
Net Position	<u>\$ (682,508)</u>	<u>\$ 87,650</u>	<u>\$ (2,089,321)</u>	<u>\$ (372,428)</u>	<u>\$ (956,193)</u>	<u>\$ (69,052)</u>
Beginning Net Position - Restricted	3,045,131	3,123,032	4,913,675	6,384,675	6,384,675	7,631,775
Beginning Net Position - Unrestricted	<u>4,882,222</u>	<u>5,507,571</u>	<u>4,127,097</u>	<u>3,754,669</u>	<u>3,170,904</u>	<u>3,101,852</u>
Ending Net Position	<u>\$ 7,927,353</u>	<u>\$ 8,630,603</u>	<u>\$ 9,040,772</u>	<u>\$ 10,139,344</u>	<u>\$ 9,555,579</u>	<u>\$ 10,733,627</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. Equipment includes computers, printers, copiers, data storage devices, scanners, telecommunications equipment. The Village Board established the Fund in 2015. Financing is provided by transfers from the various village funds.



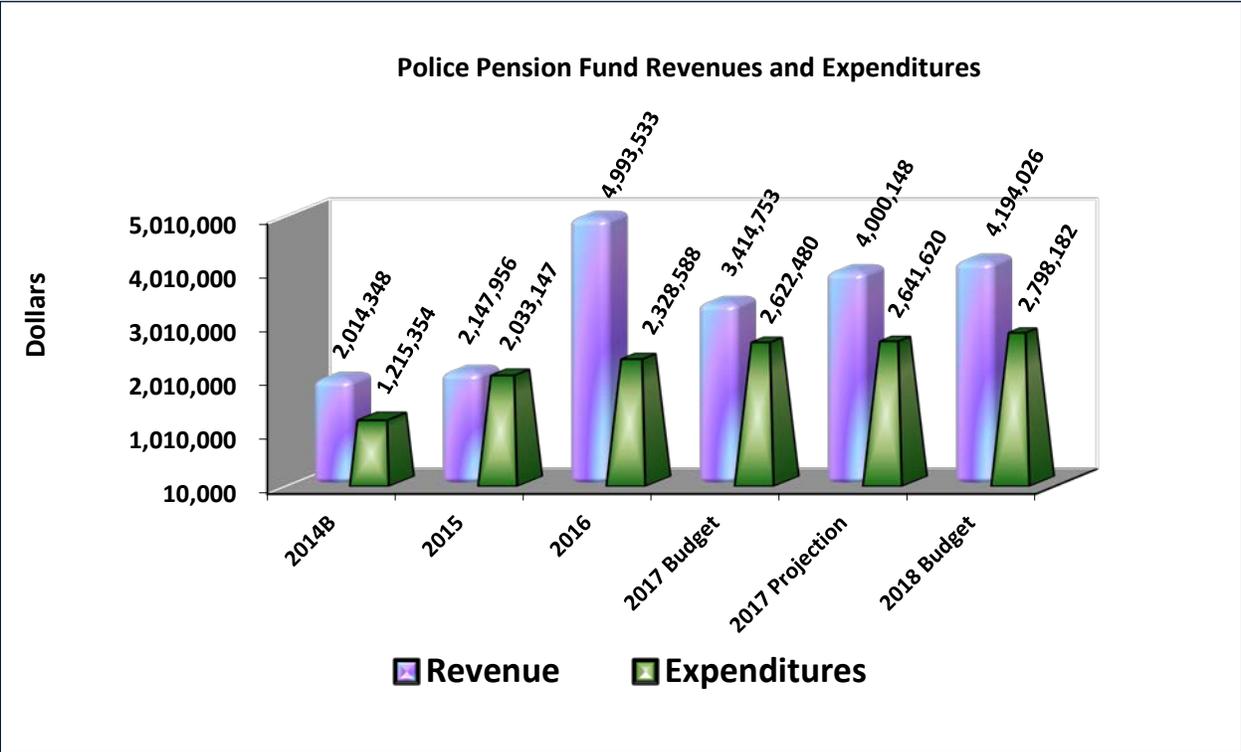
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 62 - I.T. Equipment Replacement Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ -	\$ -	\$ -	\$ 100	\$ 500	\$ 500
Total Investment Income	-	-	-	100	500	500
389-303 Miscellaneous Income	-	-	-	-	-	-
389-352 IT Equip Funding - W & S	-	-	120,000	-	120,000	124,164
389-353 IT Equip Funding - General	-	-	180,000	-	180,000	217,589
Total Miscellaneous	-	-	300,000	-	300,000	341,753
391-301 General Fund	-	300,000	-	180,000	-	-
391-350 Water & Sewer Fund	-	-	-	120,000	-	-
Total Interfund Transfers	-	300,000	-	300,000	-	-
Total Revenues and Other Financing Sources	\$ -	\$ 300,000	\$ 300,000	\$ 300,100	\$ 300,500	\$ 342,253
Expenditures and Other Financing Uses						
413-431 I.T. Equipment - Servers	\$ -	\$ -	\$ -	\$ 300,000	\$ 281,844	\$ 250,000
413-431 I.T. Equipment - PC/Laptops	-	-	63,921	60,000	60,000	75,000
413-431 I.T. Equipment - MDC	-	-	60,740	75,000	75,000	85,000
Total Capital Outlay	-	-	124,661	435,000	416,844	410,000
Total Expenditures and Other Financing Uses	\$ -	\$ -	\$ 124,661	\$ 435,000	\$ 416,844	\$ 410,000
Net Position	\$ -	\$ 300,000	\$ 175,339	\$ (134,900)	\$ (116,344)	\$ (67,747)
Beginning Net Position	-	-	300,000	475,339	475,339	358,995
Ending Net Position	\$ -	\$ 300,000	\$ 475,339	\$ 340,439	\$ 358,995	\$ 291,248

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’s 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.



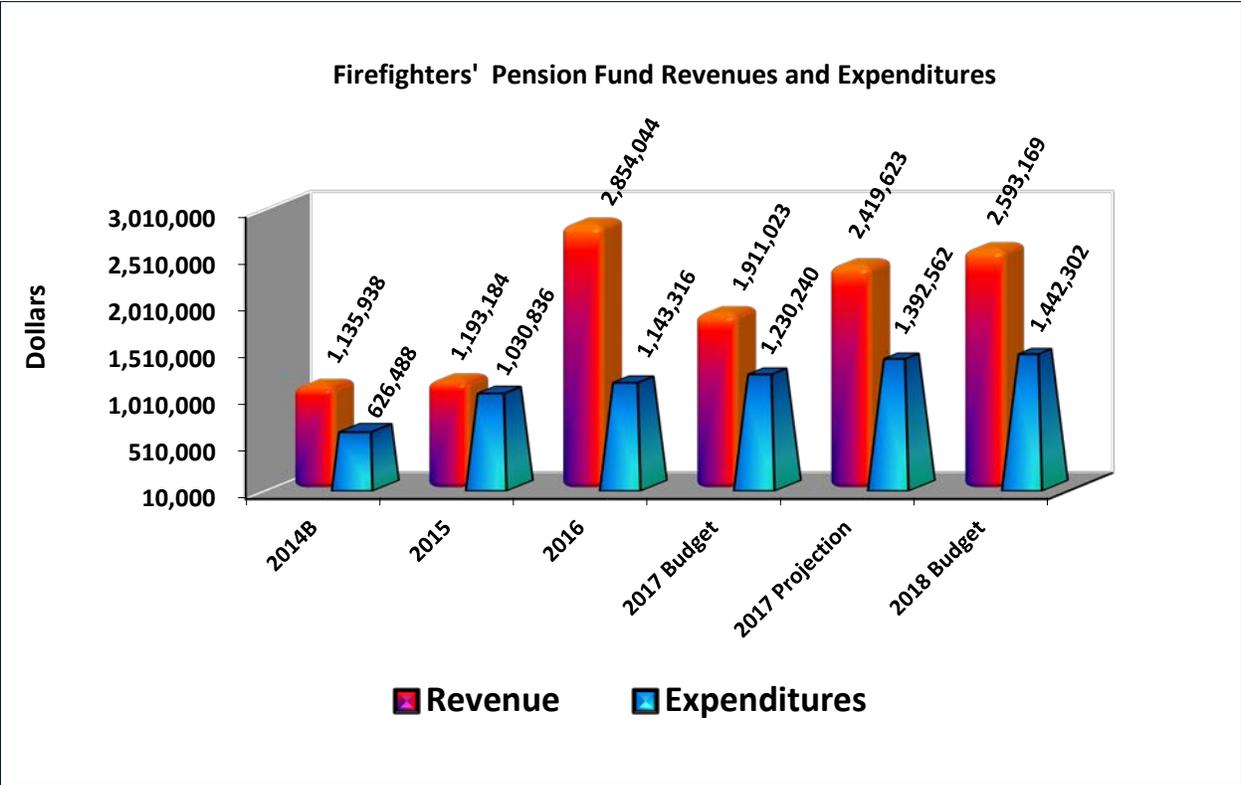
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 70 - Police Pension Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 140,189	\$ 134,356	\$ 98,012	\$ 250,000	\$ 108,000	\$ 115,000
362-300 Net Change In Fair Value	274,978	(575,922)	2,221,576	400,000	1,100,000	1,100,000
Total Investment Income	<u>415,167</u>	<u>(441,566)</u>	<u>2,319,588</u>	<u>650,000</u>	<u>1,208,000</u>	<u>1,215,000</u>
365-360 Village Contributions	1,275,435	2,078,956	2,153,658	2,249,753	2,273,048	2,457,076
365-370 Employee Contributions	323,746	510,565	520,286	515,000	519,100	521,950
389-303 Miscellaneous Income	-	-	-	-	-	-
Total Miscellaneous	<u>1,599,181</u>	<u>2,589,521</u>	<u>2,673,944</u>	<u>2,764,753</u>	<u>2,792,148</u>	<u>2,979,026</u>
Total Revenues and Other Financing Sources	<u>\$ 2,014,348</u>	<u>\$ 2,147,956</u>	<u>\$ 4,993,533</u>	<u>\$ 3,414,753</u>	<u>\$ 4,000,148</u>	<u>\$ 4,194,026</u>
Expenditures and Other Financing Uses						
401-403 Refunds	\$ 51	\$ 20,932	\$ 77,819	\$ 100,000	\$ 96,000	\$ 100,000
401-443 Police / Fire Pension	1,164,363	1,931,532	2,157,471	2,422,800	2,439,000	2,582,520
Total Personnel Services	<u>1,164,414</u>	<u>1,952,464</u>	<u>2,235,290</u>	<u>2,522,800</u>	<u>2,535,000</u>	<u>2,682,520</u>
401-469 Portability Transfer	-	-	-	-	-	-
402-413 Memberships / Subscriptions	517	775	795	800	795	800
Total Commodities	<u>517</u>	<u>775</u>	<u>795</u>	<u>800</u>	<u>795</u>	<u>800</u>
403-461 Consulting Services	9,070	23,885	27,192	28,240	40,000	41,222
403-462 Legal Services	1,600	2,400	9,200	9,800	6,000	9,800
403-465 Medical Examinations	-	-	-	750	750	750
403-466 Investment Expense	33,876	50,795	53,151	54,000	54,800	56,000
403-471 Schools / Conferences / Meetings	1,145	1,325	1,690	5,290	3,500	5,290
403-472 Transportation	(11)	152	208	300	275	300
403-499 Miscellaneous Expense	4,743	1,350	1,063	500	500	1,500
Total Contractual Services	<u>50,424</u>	<u>79,908</u>	<u>92,503</u>	<u>98,880</u>	<u>105,825</u>	<u>114,862</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,215,354</u>	<u>\$ 2,033,147</u>	<u>\$ 2,328,588</u>	<u>\$ 2,622,480</u>	<u>\$ 2,641,620</u>	<u>\$ 2,798,182</u>
Net Position	<u>\$ 798,994</u>	<u>\$ 114,808</u>	<u>\$ 2,664,945</u>	<u>\$ 792,273</u>	<u>\$ 1,358,528</u>	<u>\$ 1,395,844</u>
Beginning Net Position	<u>26,222,204</u>	<u>27,021,198</u>	<u>27,136,006</u>	<u>29,800,951</u>	<u>29,800,951</u>	<u>31,159,479</u>
Ending Net Position	<u>\$ 27,021,198</u>	<u>\$ 27,136,006</u>	<u>\$ 29,800,951</u>	<u>\$ 30,593,224</u>	<u>\$ 31,159,479</u>	<u>\$ 32,555,323</u>

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's 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.



VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2018

Fund 71 - Fire Pension Fund

Description	FY 2014B Actual	FY 2015 Actual	FY 2016 Actual	FY 2017 Budget	FY 2017 Projection	FY 2018 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 80,631	\$ 57,707	\$ 60,923	\$ 100,000	\$ 70,000	\$ 75,000
362-300 Net Change In Fair Value	156,781	(323,085)	1,279,019	160,000	700,000	700,000
Total Investment Income	<u>237,412</u>	<u>(265,378)</u>	<u>1,339,942</u>	<u>260,000</u>	<u>770,000</u>	<u>775,000</u>
365-360 Village Contributions	714,492	1,164,625	1,220,758	1,351,723	1,351,723	1,517,169
365-371 Employee Contributions	184,034	293,937	293,344	299,300	297,900	301,000
Total Miscellaneous	<u>898,526</u>	<u>1,458,562</u>	<u>1,514,102</u>	<u>1,651,023</u>	<u>1,649,623</u>	<u>1,818,169</u>
Total Revenues and Other Financing Sources	<u>\$ 1,135,938</u>	<u>\$ 1,193,184</u>	<u>\$ 2,854,044</u>	<u>\$ 1,911,023</u>	<u>\$ 2,419,623</u>	<u>\$ 2,593,169</u>
Expenditures and Other Financing Uses						
401-403 Refunds	\$ -	\$ 48,501	\$ -	\$ 50,000	\$ 50,000	\$ 50,000
401-443 Police / Fire Pension	593,064	927,079	1,087,111	1,110,000	1,268,300	1,309,512
Total Personnel Services	<u>593,064</u>	<u>975,580</u>	<u>1,087,111</u>	<u>1,160,000</u>	<u>1,318,300</u>	<u>1,359,512</u>
402-413 Memberships / Subscriptions	600	775	795	800	795	800
Total Commodities	<u>600</u>	<u>775</u>	<u>795</u>	<u>800</u>	<u>795</u>	<u>800</u>
403-461 Consulting Services	7,880	18,863	17,894	20,900	29,892	31,530
403-462 Legal Services	1,800	2,700	2,700	6,200	5,400	6,200
403-465 Medical Examinations	-	-	-	750	750	750
403-466 Investment Expense	20,505	29,645	31,052	32,000	32,500	33,920
403-471 Schools / Conferences / Meetings	-	80	345	5,290	1,525	5,290
403-472 Transportation	-	203	352	300	300	300
403-499 Miscellaneous Expense	2,639	2,990	3,066	4,000	3,100	4,000
Total Contractual Services	<u>32,824</u>	<u>54,481</u>	<u>55,410</u>	<u>69,440</u>	<u>73,467</u>	<u>81,990</u>
Total Expenditures and Other Financing Uses	<u>\$ 626,488</u>	<u>\$ 1,030,836</u>	<u>\$ 1,143,316</u>	<u>\$ 1,230,240</u>	<u>\$ 1,392,562</u>	<u>\$ 1,442,302</u>
Net Position	<u>\$ 509,450</u>	<u>\$ 162,348</u>	<u>\$ 1,710,728</u>	<u>\$ 680,783</u>	<u>\$ 1,027,061</u>	<u>\$ 1,150,867</u>
Beginning Net Position	<u>14,815,557</u>	<u>15,325,007</u>	<u>15,487,355</u>	<u>17,198,083</u>	<u>17,198,083</u>	<u>18,225,144</u>
Ending Net Position	<u>\$ 15,325,007</u>	<u>\$ 15,487,355</u>	<u>\$ 17,198,083</u>	<u>\$ 17,878,866</u>	<u>\$ 18,225,144</u>	<u>\$ 19,376,011</u>

CAPITAL IMPROVEMENT PROGRAM

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 2018 through 2022

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 2018 budget by fund. **Tables II** and **III** display the Fiscal Year 2018 Capital Improvement Program by fund and category.

Fiscal Year 2018 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 2018 through 2022 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

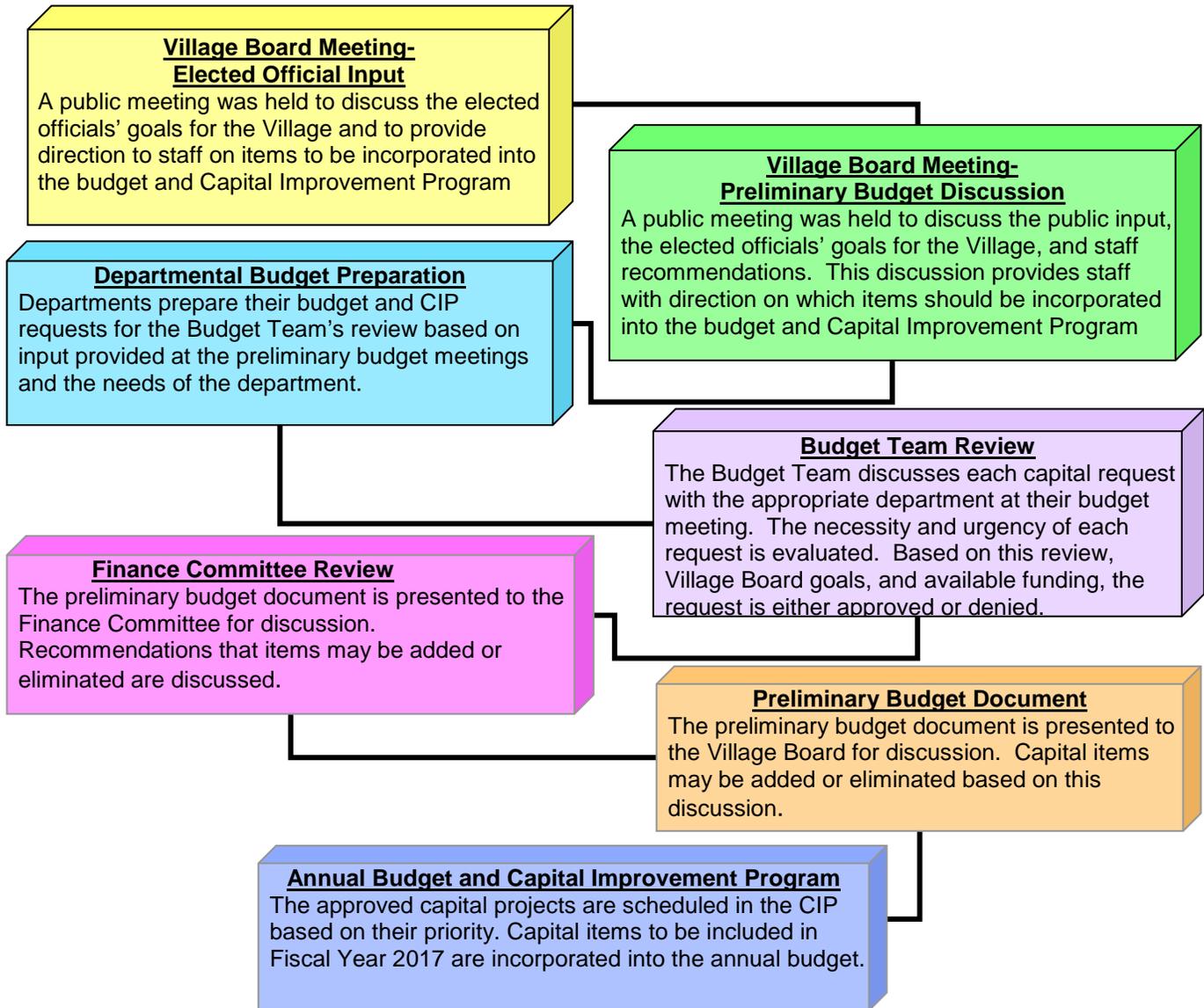


Exhibit 1

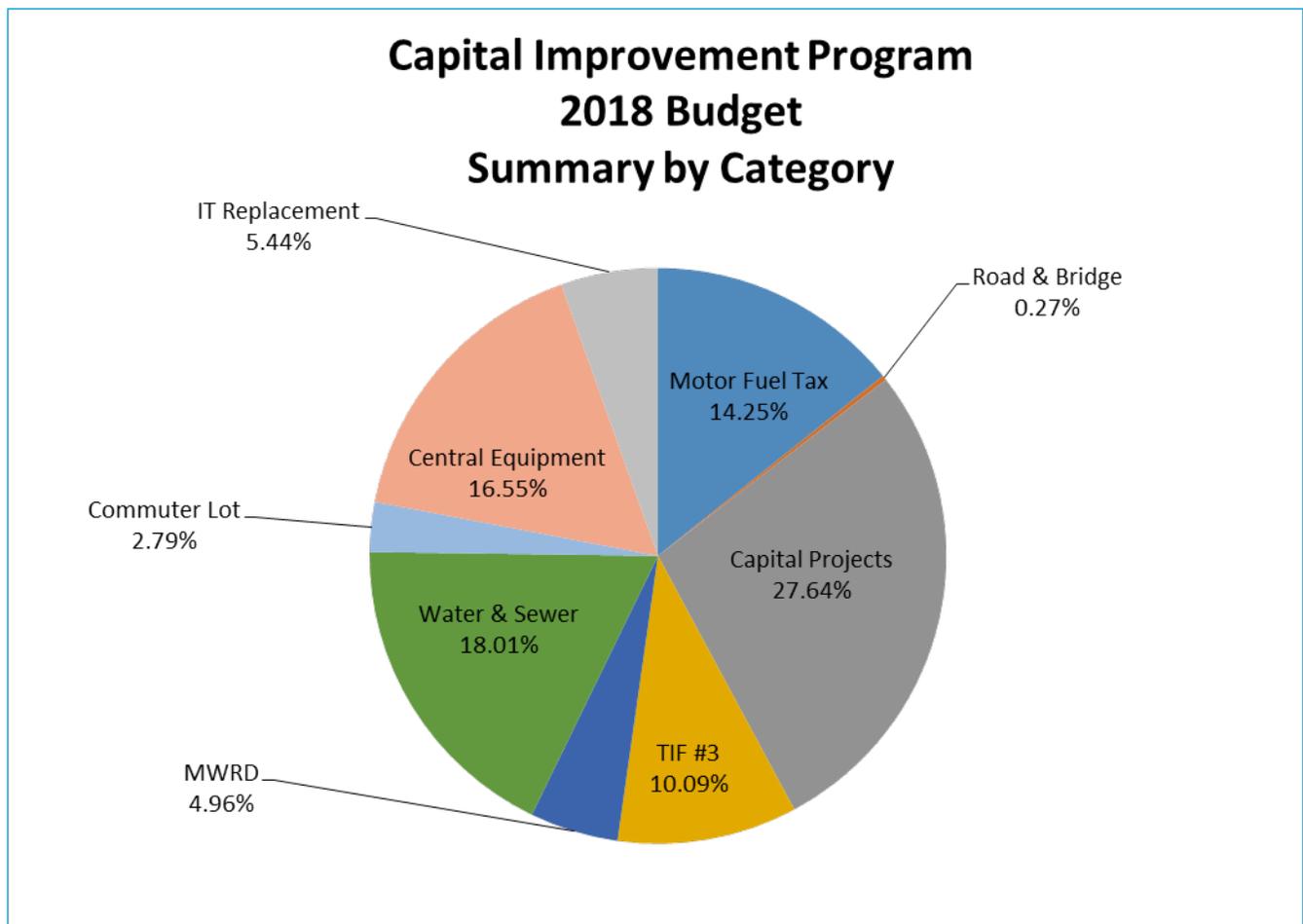
The development of the long-range Capital Improvement Program is a comprehensive process held in conjunction with the annual budgetary process. Village officials and management recognize the importance of planning and budgeting for future capital needs. A public meeting is held to elicit elected official 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. A *Five-Year Summary of Capital Requests* is also prepared, which itemizes each anticipated capital request for the current budget year plus four years into the future.

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 in December of each year.

Funding Sources



Fund	Projected		Budget		Planned			
	2017	2018	2019	2020	2021	2022		
Road and Bridge Fund	\$ -	\$ 20,002	\$ -	\$ -	\$ -	\$ -	\$ -	
Motor Fuel Tax Fund	1,235,000	1,073,758	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	
Capital Projects Funds	1,512,571	2,082,752	2,958,465	5,961,839	1,514,856	1,221,030		
TIF #3*	250,000	760,000	-	-	-	-	-	
SSA #3*	-	-	-	-	-	-	-	
SSA #5*	-	-	-	-	-	-	-	
MWRD Fields	565,500	373,948	1,004,759	-	-	-	-	
Water and Sewer Fund	1,054,000	1,356,805	6,495,000	2,420,000	2,092,000	1,432,000		
Commuter Parking Lot Fund	233,000	210,500	75,000	550,000	-	-	-	
Central Equipment Fund	1,361,000	1,247,100	667,000	752,900	1,640,200	990,500		
IT Replacement Fund	416,844	410,000	295,000	420,000	185,000	145,000		
Total	\$ 6,627,915	\$ 7,534,865	\$ 12,495,224	\$ 11,104,739	\$ 6,432,056	\$ 4,788,530		

*The Village does not project Capital Improvements beyond the Current Budget Year as the Capital Projects are dependent on revenues 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

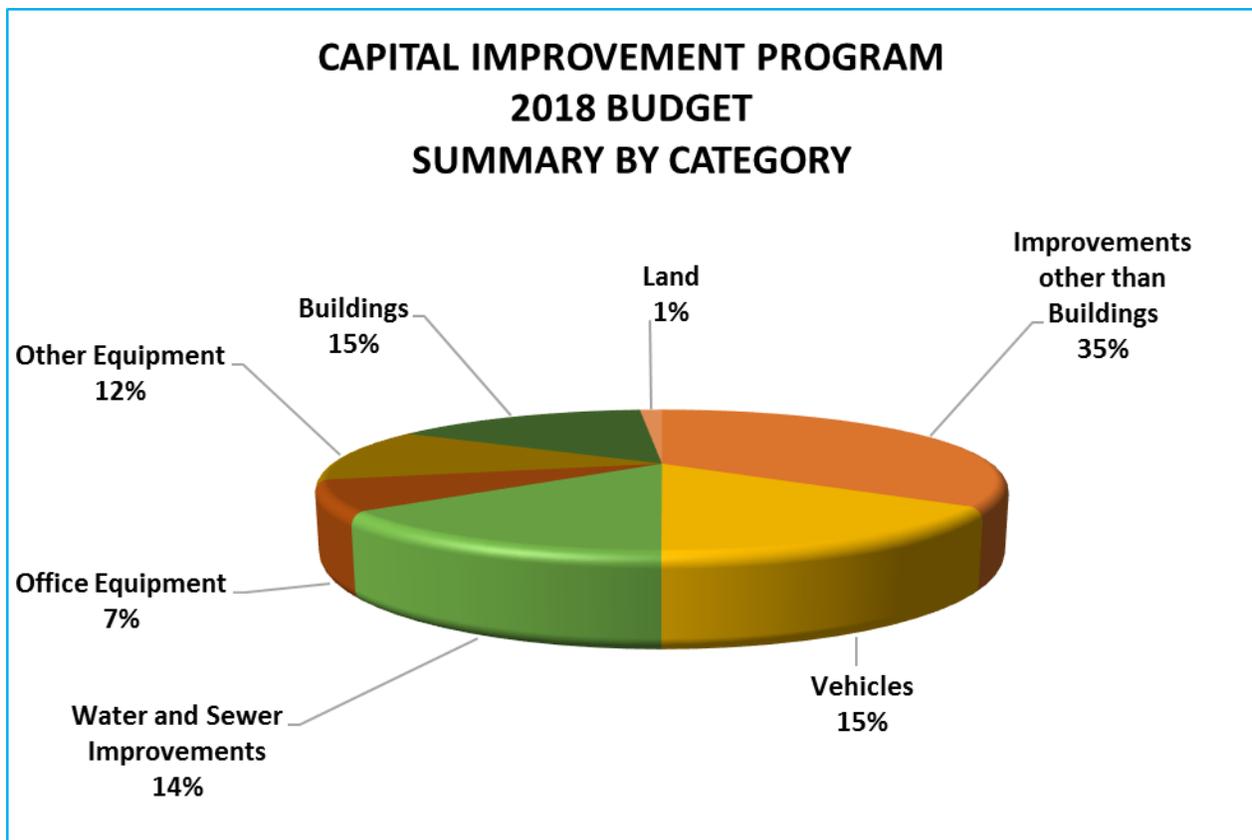
Each department that utilizes vehicles contributes annually for their replacement via transfers to the Central Equipment Fund. The General and Water and Sewer Funds each contribute based on the expected replacement cost and expected useful life of each vehicle. The fund is structured such that adequate 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 2018 Capital Improvement Program totals \$7,534,865 or 12.22% of the total annual budget of all funds of \$61,645,604. Following is a summary of capital items by category:



Capital Improvement Program
Summary by Category

<u>Category</u>	<u>2018 Budget</u>
Improvements other than Buildings	\$2,603,208
Vehicles	1,166,100
Water and Sewer Improvements	1,086,805
Office Equipment	520,000
Other Equipment	905,752
Buildings	1,153,000
Land	100,000
Total	\$7,534,865

Buildings

All improvements to buildings are expenditures under the Buildings category. Four improvements are budgeted for Fiscal Year 2018. Remodeling of the Village Hall has been needed after the Police Department transferred to their new building. Remodeling began in Fiscal Year 2013. \$968,000 is budgeted to continue Phase 2 of the remodel and reconfiguration in the Lobby area/Finance Counter. In addition to the remodel, other projects at Village Hall have been budgeted to include \$100,000 for façade grant updates, \$60,000 to replace the roof over the Administration officers, and \$25,000 to renovate the Public Works women’s restrooms.

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 2018, \$1,029,756 is budgeted for the Village’s street program (which includes preventative maintenance).

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 \$20,000 for the Village's share of the Hawk Hollow Trail Connector Construction, \$373,948 for MWRD design and improvements, \$75,000 for an arterial fence, and \$150,000 for the Parkway Tree Replacement program. Other FY'18 expenditures include \$50,000 for general drainage spot repairs, \$45,000 for holiday decorations, and \$300,000 for Village Center Streetscaping, 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, if any, 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 2018 Office Equipment Capital Expenditures include annual replacement of equipment including computers and public safety computer equipment. It also includes PD Disaster Recover Site storage and servers, as well as implementation of an Infrastructure Asset Management System for Public Works. In addition, a Kronos System upgrade is also budgeted. These equipment purchases will support the Village Board 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, \$922,752 is budgeted for various equipment. This includes \$122,000 for the DuJIS Records Management System, \$132,000 for the Village Emergency Alert System, and \$111,000 for Tech Rescue Turnout Gear. In addition, funds are budgeted for several other items. 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 2018, \$1,176,100 has been budgeted for vehicle replacements. The vehicle replacement budget in Fiscal Year 2018 includes the purchase of a new ambulance, a five-ton dump truck, and a crane/sewer truck, as well as four police squads.

These vehicle and equipment purchases will maintain and enhance Public Safety and Village Infrastructure. The current and future operating budgets are not expected to be significantly impacted by these purchases. A detailed schedule of all Fiscal Year 2018 budgeted vehicle purchases is included in Table I. Summary listings of all Fiscal Year 2018 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 these improvements support the Village Board goal to *Maintain and Enhance Village Infrastructure*.

A total of \$1,086,805 is included in the Fiscal Year 2018 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 \$91,805, and manhole sealing at a cost of \$100,000. 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 2018 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
2018 Capital Improvement Program - Detail by Fund

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2018 Budget. The table displays the project description, the amount included in the 2018 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 2018 Capital Improvement Program. Table IV provides summary information on the Fiscal Year 2019 to 2022 Projected Capital Improvement Program.

011, 012, 017 and 033 SPECIAL REVENUE FUNDS
\$2,227,708



Description	2018 Budget	Cost Control Center	Account
Controller for Ontarioville Road Street Lights	\$9,002	011-20-2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The existing controller is rusted through and needs to be replaced.		Decrease	Decreased maintenance

Description	2018 Budget	Cost Control Center	Account
New Street Lights	\$35,000	011-20-2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
New street lights to be placed where needed for safety and more uniform lighting.		Increase	Increased maintenance for additional lights and electricity costs.

Description	2018 Budget	Cost Control Center	Account
Street Program, inc. Preventative Maintenance	\$1,029,756	011-20-2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Street Reconstruction & Resurfacing Project <ul style="list-style-type: none"> Portion of Cinema Drive to be reconstructed Resurfacing of Various Village Streets as identified by Staff 		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Hawk Hollow Trail Connector Construction	\$20,002	012-20-2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village entered into an IGA with DuPage County on May 19, 2016 to construct a local multi-use path between Lawrence Avenue to the new North Central DuPage Trail. Final design is expected to be completed in FY'17 with construction beginning in Spring, 2018.		No Impact	The Forest Preserve District of DuPage County will maintain the trail after construction and acceptance

Description	2018 Budget	Cost Control Center	Account
MWRD Fields (Design and Improvements)	\$373,948	17-20-6700	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Phase 2 of field improvements. This would include construction of a band shell as a community focal point and stormwater improvements at the southernmost portion of the site. This would also include the design, construction management and necessary electrical improvements.		Increase	When complete, many operational items will stay the same. However, when the landscaping and band shell are completed, there will be additional time spent maintaining both. Amount is unclear. Expect several thousand per year.

Description	2018 Budget	Cost Control Center	Account
Land Purchase	\$100,000	33-20-2200	413-411
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
It is prudent to budget for acquisition of key properties important for future Village Center development, per the updated Village Center plan.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Façade Improvement Grants	\$100,000	33-20-2200	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
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, \$100,000 is budgeted for Façade Improvement Grants. The grants would function as a reimbursement. Criteria will be developed for the administration of the grant.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Ontarioville Planting & Design	\$10,000	33-20-2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Landscape enhancements to seating areas and gazebo area in the Historical area of Ontarioville Road.		Increase	Maintenance of planting beds

Description	2018 Budget	Cost Control Center	Account
Parking Lot, Landscaping & Engineering	\$200,000	33-20-2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village is scheduled to close on three properties located at 1831-1845 Ontarioville Road. The existing structures will be demolished and a parking lot with landscaping will be constructed.		Increase	Maintenance of parking lot and plantings.

Description	2018 Budget	Cost Control Center	Account
Streetscape Improvement Grants	\$50,000	33-20-2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
A Streetscape Improvement Grant will encourage private property owners to improve the curb appeal of their properties in this area and generally improve the appearance of the area most visible from the right-of-way. Specific criteria will be developed for the administration of the grant. Eligible Streetscape Improvements could include landscaping, signage, improvements related to pedestrian comfort, and overall aesthetics of the Historic District within 10-feet of the right-of-way. The physical improvements will be a tangible reminder of the importance of this area and implementation of the Village Center Plan.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Village Center Streetscaping	\$300,000	33-20-2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To spur private investment and improvement in the Village Center area, the Village will initiate Streetscape Improvements, including landscaping, improvements related to pedestrian comfort, and overall aesthetics of the Historic District. The physical improvements will be a tangible reminder of the importance of this area and implementation of the Village Center Plan.		Increase	Ongoing maintenance of the improvements.

031 CAPITAL PROJECTS

\$2,082,752



Description	2018 Budget	Cost Control Center	Account
PW Women's Washrooms	\$25,000	31-20-2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Public Works washrooms and locker rooms are original. Floors and walls are in need of repair. Tile wall has failed in ladies' room. Lockers are rusted due to poor venting.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Village Hall Administration Roof	\$60,000	31-20-2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Roof is original and has passed its life expectancy. Leaks are frequent and disruptive to Managers suite.		Decrease	Repairs and patching will no longer be needed.

Description	2018 Budget	Cost Control Center	Account
Village Hall Remodeling – Phase 2	\$968,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village Hall Remodeling project, which will focus on the lobby area and finance counter, will continue into Phase 2.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Arterial Fence	\$75,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Fencing along Schick Road to match other arterial road fencing.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
General Drainage Spot Repairs	\$50,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
General repairs to alleviate localized storm water issues throughout the Village.		Decrease	

Description	2018 Budget	Cost Control Center	Account
Holiday Decorations	\$45,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This will include replacement decorations and new to be installed along Barrington Road north to Route 19.			

Description	2018 Budget	Cost Control Center	Account
Parkway Tree Replacement	\$150,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Planting of 550 new parkway trees in locations where dead Ash trees have been removed.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Street Banners (Seasonal)	\$25,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Purchase of seasonal street banners.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Village Hall Fence Installation	\$20,000	31-20-2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Add new fence north of the Butler garage to increase the storage area for Public Works.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Infrastructure Management System	\$85,000	31-20-2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Like PD with RMS and FD with Firehouse, modern Public Works Departments are using a unified management software that interfaces with ERP software to run the Department. Staff is recommending the introduction of an infrastructure management system for the Public Works Department. The system will provide inventory control for all assets maintained by the Public Works department. Additionally, it will interface with the GIS system for robust data analytics.		Increase	Future maintenance agreement costs (\$35,000 annually).

Description	2018 Budget	Cost Control Center	Account
Kronos System Upgrade	\$25,000	31-20-2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village operates a time & attendance system from Kronos Inc. The software version was last updated in early 2014 and is due to be upgraded. Upgrade assistance from Kronos consultants is required due to the complexity of the software and because of the integration with both New World and Telestaff software products.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Automatic Cardiac Defibrillators (4PW, 6PD)	\$33,000	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Department is requesting the purchase of (10) ten LifePak AED 1000 for assignment to select Public Works and Police vehicles. According to the American Heart Association, defibrillation is the only known therapy that can restore a heart's normal rhythm following a ventricular fibrillation event. Defibrillation must be administered within minutes of the arrest to be successful. Every minute without defibrillation decreases a victim's chances of survival 7 to 10 percent.		Increase	There will be a slight increase in the annual maintenance contract with PhysioControl.

Description	2018 Budget	Cost Control Center	Account
Autopulse CPR Units (1 Unit)	\$16,700	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>The Fire Department currently utilizes three LUCAS devices on our ambulances and Battalion Chief Command Vehicle. The LUCAS device is designed to provide uninterrupted 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. This includes the transfer of care between our staff and the emergency department care givers. Safety is also effected 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>Due to the fire department's success of these units in increasing spontaneous circulation, we are moving to increase availability to other first arriving apparatus.</p>		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Biphasic Cardiac Monitor/Defibrillator/Pace maker (1 Unit)	\$44,670	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	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. The newer 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>		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
DuJIS Records Management System	\$122,000	31-20-2300	413-443
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact	
<p>The police and fire departments are planning to participate in the NetRMS records management system replacement, which is being implemented in late 2017. The system will serve as both the computer aided dispatch (CAD) and the records management system for the police department, and will include the CAD system for the fire department. The system will be countywide throughout DuPage and will allow for integration and information sharing among agencies. The total capital outlay for our agency was to be spread out over two fiscal years, with half due in 2017 and half due in 2018. However, as of budget preparation the first installment for '17 has not yet been billed and there is talk that this payment may be combined with the 2018 portion (to be billed in '18). The total for capital outlay represents both payments.</p> <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 and Livescan.</p> <p>2017 Capital: \$55,000 2018 Capital: \$55,000 Agency Interfaces: \$11,866</p>	No Impact	N/A	

Description	2018 Budget	Cost Control Center	Account
Firefighter Protective Gear (12) sets	\$45,032	31-20-2300	413-443
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact	
<p>Firefighter Protective Equipment is the primary life safety tool utilized by firefighters. It has been department's experience that the life expectancy of protective pants, coats and escape harnesses is about 5 years. Each year the department budgets to replace 12 sets, which allow 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.</p>	No Impact	N/A	

Description	2018 Budget	Cost Control Center	Account
Gas Masks (50)	\$20,000	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Each police officer is equipped with an Avon gas mask and filter. The department has provided this equipment since 9/11 and the masks are fit tested on an annual basis. The masks have been deployed during high risk states, such as elevated Homeland Security threat levels and during the recent Ebola scare. The current masks are past their 15-year warranty.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Protective Vests/CRT Vests/Equipment	\$12,500	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The PD Crisis Resolution Team (CRT) is in need of safety equipment for 2018. This need includes new Kevlar helmets. The helmets currently in use are old US military equipment that was repurposed and given to us at least 20-years-ago. This far exceeds the normal warranty on Kevlar items. We are looking to purchase 12 helmets at a cost of approximately \$8,000. Additionally, the team will need at least 3 enhanced protective vests for new replacement members in 2018 at a cost of approximately \$4,500.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Tech Rescue Turnout Gear (10% cost/90% grant)	\$111,000	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Based on findings from the SMARTER study it has been determined that overall firefighter heat stress and core body temperatures are higher than previously believed resulting in significantly greater physiologic stress to the firefighter's cardiovascular system. During the SMARTER study the Department worked with Globe Firesuits® to find an alternative to structural turnout gear that would provide flash, abrasion, and blood borne pathogen protection without the added thermal protection. Globe in cooperation with the Department and Skidmore College's research team produced a Technical Rescue Gear meeting all requirements of Hanover Park Fire Department. The intent is to have personnel utilize this gear for all non-structural fire incidents where turnout gear is typically worn in hopes of reducing the cardiovascular strain associated with heat stress. The department has submitted an Assistance to Firefighters Grant application requesting funds to purchase this gear. The Village's match should the grant be awarded is 10% of the total cost.		No Impact	It is believed that this gear will lengthen the current replacement schedule of the existing structural gear. If gear replacement dollars continue to be funded annually at the projected amount coupled with the increased life expectancy of the structural gear, it is preliminarily felt that no change in the capital budget would be realized.

Description	2018 Budget	Cost Control Center	Account
Thermal Imaging Cameras (2)	\$17,850	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Thermal Imaging Cameras (TIC) are an essential technology tool utilized by the department for fire ground and Haz-Mat operations. TIC technology allows firefighters conducting search and rescue operations under limited or zero visibility conditions to see the heat signature of victims through the smoke allowing faster discovery, thereby enhancing the chances of survival. TICs are also utilized as a firefighter safety tool to determine and monitor interior atmospheric conditions predicting impending flashover. Finally, they are regularly used as an investigation tool used to uncover hidden fire or heat within various structural components allowing the firefighter to only tear down or open areas necessary minimizing damage due to suppression efforts.</p> <p>The Department carries TIC equipment on front line apparatus and command vehicles. TICs have been purchased over the last 14 years in order to compile the complement currently maintained and used by the department. Technological changes in recent years have significantly improved the performance and safety of department personnel with features such as enhanced image quality, Quick Temp Laser Range finder, Compass and more.</p> <p>These TICs are a planned purchase to replace units that need to be rotated out due to aging technology and reliability.</p>		No Impact	Purchase of a new thermal imaging camera will have no immediate impact on general operating budget except for very rare camera repairs after the camera goes out of warranty (1 year entire unit – 2 year core of the unit).

Description	2018 Budget	Cost Control Center	Account
Village Emergency Alert System	\$132,000	31-20-2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>The police and IT departments have been collaborating to repair and expand the capacity of the Village to receive emergency alerts within the Village campus. Moving forward, we are looking to further expand the system to tie in Fire Stations 1 and 2, the Sewer Treatment Plant, and the Butler Building.</p>		No Impact	N/A

050 WATER AND SEWER FUND

\$1,356,805



Description	2018 Budget	Cost Control Center	Account
Confined Space Entry and Recovery System	\$20,000	50-50-5020	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This system would be setup with some permanent and some portable recovery and safety climb devices to be used for entry into valve vaults at reservoirs, below grade Village interconnect with other villages, and sump pits at the elevated tanks.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Programmable Logic Controller Replacement to SCADA System	\$200,000	50-50-5020 50-50-5050	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
After converting the Villages SCADA System in FY16 from a phone line to cellular communication, it was determined that we could increase our polling time at the SCADA sites from a 15-minute polling time to less than 1 minute. This project would replace 19 of the exiting programmable logic controllers, which are 19 years old, and serial ports to PLCs with Ethernet which would significantly increase our polling time speed and improve the efficiency of the system.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Water Main Replacement	\$750,000	50-50-5030	413-472
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of water mains due to severe deterioration and numerous water main breaks on these lines. Cook County: <ul style="list-style-type: none"> • 450 Feet – Kensington Lane (Parkview Drive to Tee at Natural Gas Pipeline) • 650 Feet – Maplewood Avenue (Valley View Road to Highland Avenue) DuPage County: <ul style="list-style-type: none"> • 650 Feet – Sacramento Drive (Valve #1712 to Valve #1710) 		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Emergency Pump Replacement	\$50,000	50-50-5050	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Wastewater Department 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. These dollars will only be used in situations where repairs to pumps outweigh the cost of a new pump.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Broadband Electro-Magnetic Survey on 16" Force Main	\$35,000	50-50-5050	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The BEM survey will determine the remaining wall thickness of the existing pipe in 4 areas and a determination can be made on what period of time remains until there is a risk of pipe failure. The pipe carries all of the sanitary sewage generated on the south portion of the Village to the treatment plant. The force main is a single point of failure and if taken out of service for more than several hours could potentially cause sanitary sewer backups in hundreds of homes in the Village.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Inflow/Infiltration Study	\$91,805	50-50-5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To determine locations and severity of infiltration entering into the sanitary system which causes increased treatment costs, and greater number of residential service line backups.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Manhole Sealing	\$100,000	50-50-5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Sanitary manholes were found during the I and I Study to be leaking/infiltrating storm water into the sanitary sewer system causing excessive volume and a much-increased risk of residential backups.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Sanitary Sewer Backup Prevention	\$10,000	50-50-5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Share the cost on private property sanitary sewer flooding 75/25 program up to \$5,000. (2 houses)		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Sanitary Sewer Rehab and Replacement	\$100,000	50-50-5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Reline sanitary sewers that have multi-cracks, holes in pipe, separated joints, and heavy root infestation through joints. Locations to be determined from ongoing televising.</p> <p>Replace as necessary from Broadband Electro-Magnetic assessment of pipe integrity.</p>		No Impact	N/A

051 COMMUTER PARKING LOT FUND
\$210,500

Description	2018 Budget	Cost Control Center	Account
Bike Rack with Overhead Shelter	\$10,500	51-20-2500	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Several local governments are jointly applying for STP funding for bike parking infrastructure through the DMMC. If granted, our cost would be 75% reimbursed, for a total cost to the Village of approximately \$2,625.</p>		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Parking Lot Resurfacing / Lighting	\$200,000	51-20-2500	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Parking Lot Resurfacing & Crack Sealing, as well as lighting as identified by Staff.</p>		No Impact	N/A

061 CENTRAL EQUIPMENT FUND
\$1,247,100

Description	2018 Budget	Cost Control Center	Account
Utility Vehicle	\$25,000	61-20-2500	413-441
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Small SUV to replace current vehicle in Community Development. Existing vehicle will move into pool vehicle fleet.</p>		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Compact Van	\$28,000	61-20-2500	413-441
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is utilized for transportation of evidence to and from court. This unit will be 8 years old and is scheduled for replacement.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Police Squads (4)	\$168,000	61-20-2500	413-441
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The units we plan to replace will have 80,000 to 120,000 miles when we replace them next year. Replacing four squads will allow us to maintain a 4-year schedule with our squads. The current units will be utilized by other departments for an additional period.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Unmarked Sedan	\$33,000	61-20-2500	413-441
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This Police unmarked sedan has suffered higher than normal wear and tear due to use in Police Investigations. We plan to replace this front-line unit and maintain it in a backup role for an additional 2 – 3 years.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
5 Ton Dump	\$190,000	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is a primary snow and ice response unit that has excessive corrosion and is not as dependable as the newer units. The new truck will have added anti-icing capabilities and an under-body plow.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Ambulance	\$298,000	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The ambulance we plan to replace will be 15-years-old and is prone to breakdown. We have utilized this unit well beyond the planned 9 – 12-year life. The new unit will be equipped with the current, superior, technology.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Compact Pick-Up	\$28,000	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit for Inspectional Services has relatively high mileage and the body is beginning to corrode. The vehicle we intend to replace this compact pickup with is a compact sedan. The sedan will be comparably priced and offer more utility.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Compact Pick-Up	\$26,000	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This Ford Ranger is used daily for meter reading and maintenance. The constant short trips have created excessive wear and tear on this compact unit.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Compact Van	\$27,500	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is 8 years old and scheduled for replacement. The current unit is in adequate condition to be utilized several more years as a JULIE vehicle.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Crane/Sewer Truck	\$103,600	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is the primary unit for storm sewer repairs and is equipped with a crane to lift storm basins. The new unit will be safer to operate and more versatile.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Utility Truck	\$42,000	61-20-2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This larger Police squad is used as a Command Unit. It is designed to carry additional equipment required at larger scenes. The current unit will be 5 years old and is due for replacement.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Asphalt Paver	\$150,000	61-20-2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This new asphalt paver is designed to repair 8-foot-wide sections of roadway. Most of the breakdown in our asphalt roads occurs within 6 feet of the curb. This would address this maintenance without total roadway overlay.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Hurst Rescue Tools	\$47,000	61-20-2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>Purchase of a complete set of Hurst™ eDraulic Battery operated rescue tools to replace the aging Hurst equipment on Engine 16. This tool package utilizes the latest technology of rechargeable battery power that will give the department the strength, versatility and mobility needed to cut through the highly-advanced metals found in modern vehicles. These highly reinforced structures do not compress into a tight bundle like passenger vehicles built in the 80s and 90s and require stronger technology to successfully extricate victims.</p> <p>These tools include a Paratech Highway Vehicle Stabilization Kit (VSK). The VSK is designed to support the weight of multiple vehicle types, has longer reach and can support heavier weight such as a fully loaded tractor trailer. Currently the department operates the Rescue 42 brand support system. This system is meant for stabilization of a single vehicle and cannot support heavier loads often found traveling through the Village of Hanover Park. This purchase has been planned for several years, within the capital account, with a planned purchase year of 2018.</p>		Increase	Additional cost to annual maintenance program. \$300.00 (Replacement batteries every three years. Will be included in the annual Hurst Maintenance Program).

Description	2018 Budget	Cost Control Center	Account
Pressure Washer	\$10,000	61-20-2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Current pressure washer used for graffiti removal is 13 years old and in poor condition. The manufacturer no longer supports this unit for parts and service.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Sign Machine	\$60,000	61-20-2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
New ink printer style sign machine. This new equipment will replace the old equipment purchased in 2003.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Tire Balancer	\$11,000	61-20-2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Fleet Services current balancer is 25 years old and is no longer dependable.		No Impact	N/A

062 IT EQUIPMENT REPLACEMENT FUND
\$410,000



Description	2018 Budget	Cost Control Center	Account
Mobile Data Computers - Fire	\$25,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual replacement program for the in-vehicle MDT (Toughbook) in the Fire Department to avoid dependence on outdated computer equipment. The Fire Department operates with 15 MDT's. The replacement plan designates that 33% of MDT's be replaced annually, giving a three-year life-cycle for each Fire Department MDT. Computers are purchased with a three-year parts and labor warranty.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Mobile Data Computers - Police	\$50,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual Police Department replacement program for the in-squad MDT (Toughbook) to avoid dependence on outdated computer equipment. The Police Department operates with 30 MDT's. The replacement plan designates that 33% of MDT's be replaced annually, giving a three-year life-cycle for each Police Department MDT. Computers are purchased with a three-year parts and labor warranty.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
PC Replacements	\$65,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual PC replacement program to avoid dependence on outdated computer equipment. The Village operates with about 220 computers 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.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
Disaster Recovery Site Storage & Site Servers	\$250,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
In 2017 the Village replaced the server and storage infrastructure at the Village Hall location. This replacement project consolidated the virtual server environments at both Village Hall and Police Departments server rooms. The reason for this was due to the advances in virtual server technologies that improved the simplicity of the hardware and software. For 2018, the budget includes a disaster recovery infrastructure that will be located at the PD server room and will replicate virtual server systems from the production location (Village Hall) to the disaster recovery location (PD). The technology exists to replicate the systems in real time and provide for near instant recovery in the event of an outage at the production site. Village services are dependent on the systems running 100% of the time. Investing in the disaster recovery system gives assurances that downtime will not cause any disruption in accessing data to provide services.		Increase	Multi-year support and maintenance will be purchased as part of the project. However, after three years there will be annual maintenance charges. (\$25,000 annually)

Description	2018 Budget	Cost Control Center	Account
PD In-Car Ticket Printer Replacement	\$10,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The in-car printers installed in the squad cars to print citations are currently in the fourth year of production use. The plan is to replace one third of the printers each year for the next three years, with the cycle to re-start every 5 years.		No Impact	N/A

Description	2018 Budget	Cost Control Center	Account
UPS Battery Replacement	\$10,000	62-20-2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village maintains uninterruptable power supplies (UPS) at the following buildings: Village Hall, Public Works, Police, and Fire Station 1. The batteries and capacitors in the systems are now several years old and are in need of replacement. The UPS systems provide backup power and power conditioning for the network infrastructure equipment at each building. These devices provide assurances that the Village's network services will continue to operate if there is a power event that could otherwise cause downtime and/or damage to the network equipment.		No Impact	N/A

Table II
Village of Hanover Park
2018 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'18 Cost
011	2600	413-422	Controller for Ontarioville Road Street Lights	\$ 9,002
	2600	413-422	New Street Lights (5)	\$ 35,000
	2600	413-422	Street Program (Including Preventative Maintenance)	\$ 1,029,756
				\$ 1,073,758
				14%
012	2600	413-422	Hawk Hollow Trail Connector Construction (Village share)	\$ 20,002
				\$ 20,002
				0%
017	6700	413-422	Design and Improvements	\$ 373,948
				\$ 373,948
				5%
031	4700	413-431	Kronos System Upgrade	\$ 25,000
	4700	413-431	Maintenance Software Implementation	\$ 85,000
	6200	413-422	General Drainage Spot Repairs	\$ 50,000
	6200	413-422	Village Hall Fence Installation	\$ 20,000
	6200	413-422	Arterial Fence	\$ 75,000
	6300	413-422	Parkway Tree Replacement	\$ 150,000
	6300	413-422	Holiday Decorations	\$ 45,000
	6300	413-422	Street Banners	\$ 25,000
	6400	413-421	Village Hall Renovations	\$ 968,000
	6400	413-421	Village Hall Admin. Roof	\$ 60,000
	6400	413-421	Public Works Women's Restroom	\$ 25,000
	7200	413-443	Firefighter Turnout Gear (12 sets)	\$ 45,032
	7200	413-443	Tech Rescue Turnout Gear	\$ 111,000
	7200	413-443	Thermal Imaging Cameras	\$ 17,850
	7200	413-443	Biphasic Cardiac Monitor/Defib/Pace Maker	\$ 44,670
	7200	413-443	Autopulse CPR Units	\$ 16,700
	7200	413-443	Automatic Cardiac Defibrillators	\$ 33,000
	8100	413-443	Protective Vests/CRT Vests	\$ 12,500
	8100	413-443	DuJIS Records Management System	\$ 122,000
	8100	413-443	Gas Masks	\$ 20,000
8100	413-443	Village Emergency Alert System	\$ 132,000	
				\$ 2,082,752
				28%
033	2200	413-411	Land Purchase	\$ 100,000
	2200	413-421	Façade Improvement Grants	\$ 100,000
	2200	413-422	Ontarioville Planting and Design	\$ 10,000
	2200	413-422	Parking Lot, Landscaping & Engineering	\$ 200,000
	2200	413-422	Streetscape Improvement Grants	\$ 50,000
	2200	413-422	Village Center Streetscaping	\$ 300,000
				\$ 760,000
				10%
050	5020	413-443	Confined Space Entry and Recovery System	\$ 20,000
	5020	413-443	Programmable Logic Controller Replacement to SCADA System	\$ 100,000
	5030	413-472	Water Main Replacement	\$ 750,000
	5050	413-443	Emergency Pump Replacement	\$ 50,000
	5050	413-443	SCADA Programmable Logic Controller Replacement	\$ 100,000

Table II
Village of Hanover Park
2018 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'18 Cost
	5060	413-462	Broadband Electro-Magnetic Survey on 16" Force Main	\$ 35,000
	5060	413-462	Inflow/Infiltration Study	\$ 91,805
	5060	413-462	Manhole Sealing	\$ 100,000
	5060	413-462	Sanitary Sewer Backup Prevention	\$ 10,000
	5060	413-462	Sanitary Sewer Rehab and Replacement	\$ 100,000
				\$ 1,356,805
				18%
051	2500	413-422	Bike Racks (if grant is received to pay 75% of costs)	\$ 10,500
	2500	413-422	Parking Lot Resurfacing	\$ 200,000
				\$ 210,500
				3%
061	5020	413-442	Compact Van	\$ 27,500
	5040	413-442	Compact Pick-up	\$ 26,000
	6200	413-443	Sign Machine	\$ 60,000
	6200	413-443	Pressure Washer	\$ 10,000
	6200	413-442	5 Ton Dump	\$ 190,000
	6200	413-443	Asphalt Paver	\$ 150,000
	6200	413-442	Crane/Sewer Truck	\$ 103,600
	6500	413-443	Tire Balancer	\$ 11,000
	7200	413-443	Hurst Rescue Tools	\$ 47,000
	7200	413-442	Ambulance	\$ 298,000
	7200	413-442	Compact Pick-up	\$ 28,000
	8200	413-441	Police Squads (4)	\$ 168,000
	8200	413-442	Utility Truck	\$ 42,000
	8200	413-441	Compact Van	\$ 28,000
	8300	413-441	Unmarked Sedan	\$ 33,000
	9200	413-441	Community Development SUV	\$ 25,000
				\$ 1,247,100
				17%
062	4700	413-431	Mobile Data Computers - Fire	\$ 25,000
	4700	413-431	Mobile Data Computers - Police	\$ 50,000
	4700	413-431	PC Replacements	\$ 65,000
	4700	413-431	Disaster Recovery Site Servers (Replace PD Servers)	\$ 125,000
	4700	413-431	Disaster Recovery Site Storage (Replace PD Storage)	\$ 125,000
	4700	413-431	PD In-Car Ticket Printer Replacement (10)	\$ 10,000
	4700	413-431	UPS Battery Replacement	\$ 10,000
				\$ 410,000
				5%
Grand Total				\$ 7,534,865

Table III
Village of Hanover Park
2018 Capital Improvement Program by Category

Fund	CCC	Account	Description	FY'16 Cost
Land				
033	2200	413-411	Land Purchase	\$ 100,000
				\$ 100,000
				1%
Buildings				
031	6400	413-421	Village Hall Renovations	\$ 968,000
031	6400	413-421	Village Hall Admin. Roof	\$ 60,000
031	6400	413-421	Public Works Women's Restroom	\$ 25,000
033	2200	413-421	Façade Improvement Grants	\$ 100,000
				\$ 1,153,000
				15%
Improvements Other Than Buildings				
011	2600	413-422	Controller for Ontarioville Road Street Lights	\$ 9,002
011	2600	413-422	New Street Lights (5)	\$ 35,000
011	2600	413-422	Street Program (Including Preventative Maintenance)	\$ 1,029,756
012	2600	413-422	Hawk Hollow Trail Connector Construction (Village share)	\$ 20,002
017	6700	413-422	Design and Improvements	\$ 373,948
031	6200	413-422	General Drainage Spot Repairs	\$ 50,000
031	6200	413-422	Village Hall Fence Installation	\$ 20,000
031	6200	413-422	Arterial Fence	\$ 75,000
031	6300	413-422	Parkway Tree Replacement	\$ 150,000
031	6300	413-422	Holiday Decorations	\$ 45,000
031	6300	413-422	Street Banners	\$ 25,000
033	2200	413-422	Ontarioville Planting and Design	\$ 10,000
033	2200	413-422	Parking Lot, Landscaping & Engineering	\$ 200,000
033	2200	413-422	Streetscape Improvement Grants	\$ 50,000
033	2200	413-422	Village Center Streetscaping	\$ 300,000
051	2500	413-422	Bike Racks (if grant is received to pay 75% of costs)	\$ 10,500
051	2500	413-422	Parking Lot Resurfacing	\$ 200,000
				\$ 2,603,208
				35%
Office Equipment				
031	4700	413-431	Kronos System Upgrade	\$ 25,000
031	4700	413-431	Maintenance Software Implementation	\$ 85,000
062	4700	413-431	Mobile Data Computers - Fire	\$ 25,000
062	4700	413-431	Mobile Data Computers - Police	\$ 50,000
062	4700	413-431	PC Replacements	\$ 65,000
062	4700	413-431	Disaster Recovery Site Servers (Replace PD Servers)	\$ 125,000
062	4700	413-431	Disaster Recovery Site Storage (Replace PD Storage)	\$ 125,000
062	4700	413-431	PD In-Car Ticket Printer Replacement (10)	\$ 10,000
062	4700	413-431	UPS Battery Replacement	\$ 10,000
				\$ 520,000
				7%
Other Equipment				
031	7200	413-443	Firefighter Turnout Gear (12 sets)	\$ 45,032
031	7200	413-443	Tech Rescue Turnout Gear	\$ 111,000
031	7200	413-443	Thermal Imaging Cameras	\$ 17,850
031	7200	413-443	Biphasic Cardiac Monitor/Defib/Pace Maker	\$ 44,670
031	7200	413-443	Autopulse CPR Units	\$ 16,700
031	7200	413-443	Automatic Cardiac Defibrillators	\$ 33,000
031	8100	413-443	Protective Vests/CRT Vests	\$ 12,500
031	8100	413-443	DuJIS Records Management System	\$ 122,000
031	8100	413-443	Gas Masks	\$ 20,000

**Table III
Village of Hanover Park
2018 Capital Improvement Program by Category**

Fund	CCC	Account	Description	FY'16 Cost
031	8100	413-443	Village Emergency Alert System	\$ 132,000
050	5020	413-443	Confined Space Entry and Recovery System	\$ 20,000
050	5020	413-443	Programmable Logic Controller Replacement to SCADA System	\$ 100,000
050	5050	413-443	Emergency Pump Replacement	\$ 50,000
050	5050	413-443	SCADA Programmable Logic Controller Replacement	\$ 100,000
061	6200	413-443	Sign Machine	\$ 60,000
061	6500	413-443	Tire Balancer	\$ 11,000
				\$ 895,752
				12%
Vehicles				
061	8200	413-441	Police Squads (4)	\$ 168,000
061	8200	413-441	Compact Van	\$ 28,000
061	8300	413-441	Unmarked Sedan	\$ 33,000
061	9200	413-441	Community Development SUV	\$ 25,000
061	5020	413-442	Compact Van	\$ 27,500
061	5040	413-442	Compact Pick-up	\$ 26,000
061	6200	413-442	5 Ton Dump	\$ 190,000
061	6200	413-442	Crane/Sewer Truck	\$ 103,600
061	7200	413-442	Ambulance	\$ 298,000
061	7200	413-442	Compact Pick-up	\$ 28,000
061	6200	413-443	Asphalt Paver	\$ 150,000
061	6200	413-443	Pressure Washer	\$ 10,000
061	7200	413-443	Hurst Rescue Tools	\$ 47,000
061	8200	413-442	Utility Truck	\$ 42,000
				\$ 1,176,100
				16%
Water and Sewer Improvements				
050	5060	413-462	Broadband Electro-Magnetic Survey on 16" Force Main	\$ 35,000
050	5060	413-462	Inflow/Infiltration Study	\$ 91,805
050	5060	413-462	Manhole Sealing	\$ 100,000
050	5060	413-462	Sanitary Sewer Backup Prevention	\$ 10,000
050	5060	413-462	Sanitary Sewer Rehab and Replacement	\$ 100,000
050	5030	413-472	Water Main Replacement	\$ 750,000
				\$ 1,086,805
				14%
Grand Total				\$ 7,534,865

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APPENDIX

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>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>	<u>FY2017</u>
Police	73.75	76.75	76.75	84.65	84.65	84.65	84.65	84.65	84.65	84.65
Fire	33.00	36.00	36.00	36.00	36.00	41.00	41.00	41.00	41.00	41.00
Public Works	40.25	40.25	39.35	36.65	36.65	40.00	40.00	40.00	38.20	37.20
Community Development	9.18	9.18	8.18	8.00	8.00	2.00	3.00	3.00	3.00	3.00
Finance	6.10	6.10	6.10	6.07	6.07	4.80	4.80	4.80	5.40	4.10
Information Technology	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95
Water & Sewer	11.94	11.94	11.39	11.42	11.42	9.94	9.94	9.94	12.04	14.14
Commuter Lot	3.00	3.00	2.90	2.40	2.40	2.50	2.50	2.50	2.20	2.20
Other (Administration, Engineering, etc.)	12.03	10.83	10.83	8.86	7.86	8.16	8.16	8.16	9.56	9.76
TOTAL FULL-TIME:	193.00	196.00	196.00	196.00	195.00	195.00	196.00	196.00	198.00	198.00
Added (Full-time Positions):	8	4	4	4	1	2	1	0	2	0
Deleted (Full-time Positions):	2	1	1	1	2	2	0	0	0	0

FY2008

+ (3) FF/Paramedics
 + (2) Police Records Clerks
 + IT Director
 + CSO Code Enforcement
 + Maintenance Worker
 + Equipment Operator
 + Water Billing Service Representative

FY2009

+ (2) Police Officers
 + (2) CSO Code Enf.
 - Village Collector

FY2010

+ Village Collector
 + (3) Police Officers
 - IT Manager
 - Building Maintenance Wkr II
 - Plumbing Inspector
 - Admin. Assistant (Legal)
 - Asst. Village Manager
 - Village Attorney
 - Executive Coordinator

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

Hanover Park Employees

3-Year Comparison of Budgeted Positions

DEPARTMENT	FY'15	FY'16	FY'17
<u>ELECTED OFFICIALS</u>			
Village President	1	1	1
Village Clerk	1	1	2
Trustee	6	6	6
Total Elected Officials	8	8	8
<u>VILLAGE CLERK</u>			
Deputy Village Clerk	1	1	1
Total full-time employees	1	1	1
<u>VILLAGE COLLECTOR</u>			
Village Collector	1	1	1
Total full-time employees	1	1	1
<u>VILLAGE ADMINISTRATION</u>			
Village Manager	1	1	1
Deputy Village Manager		1	1
Administrative Assistant	1	1	1
Total full-time employees	2	3	3
<u>HUMAN RESOURCES DEPARTMENT</u>			
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
Total full-time employees	3	3	3
<u>INFORMATION TECHNOLOGY DEPARTMENT</u>			
Chief Information Officer	1	1	1
Application Systems Analyst	1	1	1
Network Systems Administrator	1	1	1
Total full-time employees	3	3	3
<u>FINANCE DEPARTMENT</u>			
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

APPENDIX B

DEPARTMENT	FY'15	FY'16	FY'17
Receptionist	1	1	1
Water Billing/Village Services Representative (P.T.)	P.T. 1	P.T. 1	P.T. 1

Total full-time employees	11	11	11
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PUBLIC WORKS DEPARTMENT

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
Distribution/Meter Supervisor	1	1	1
Streets Supervisor	1	1	1
Mechanic	4	4	4
Wastewater Treatment Plant Operator	3	4	4
Wastewater Treatment Plant Operator Trainee	1	0	0
Water Supply Operator	2	2	2
Building Maintenance Worker II	2	2	2
Equipment Operator	7	7	7
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

Total full-time employees	43	43	43
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ENGINEERING DEPARTMENT

Village Engineer/Asst. Dir. PW	0	1	1
Engineering Technician	2	2	2
Administrative Assistant	1	1	1
Civil Engineer	0	0	0

Total full-time employees	3	4	4
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FIRE DEPARTMENT

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

APPENDIX B

DEPARTMENT	FY'15	FY'16	FY'17
Permit Coordinator	1	1	1
Permit Coordinator (P.T.)	P.T. 1	P.T. 1	P.T. 1

Total full-time employees	41	41	41
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POLICE DEPARTMENT

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

Total full-time employees	85	85	85
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COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director	1	1	1
Planner	1	1	1
Administrative Assistant	1	1	1
Associate Planner (P.T.)			1

Total full-time employees	3	3	3
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<u>VILLAGE-WIDE TOTALS</u>	=====		
NO. OF FULL-TIME EMPLOYEES:	196	198	198
NO. OF PART-TIME EMPLOYEES; (Excluding seasonal & elected officials)	41 =====	41	42
GRAND TOTAL ALL EMPLOYEES	237	239	240

VILLAGE OF HANOVER PARK, ILLINOIS

Schedule of Direct and Overlapping Bonded Debt
December 31, 2016

Governmental Unit	Gross Debt	Percentage to Debt Applicable to Village (1)	Village's Share of Debt
Village of Hanover Park	\$ 17,685,000	100.00%	\$ 17,685,000
School District # 20	11,835,000	35.54%	4,206,233
School District #93	13,815,000	8.62%	1,190,482
High School District #87	25,855,000	1.90%	492,314
High School District #108	33,330,000	6.97%	2,322,531
High School District #211	6,230,000	1.76%	109,789
Community School District #46	300,649,211	5.11%	15,349,271
Community College District #502	193,170,000	0.59%	1,133,592
Community College District #509	185,049,198	2.06%	3,811,066
Community College District #512	158,810,000	0.70%	1,118,071
Total School Districts	<u>928,743,409</u>		<u>29,733,350</u>
Cook County	3,361,910,000	0.18%	6,142,531
DuPage County	42,020,000	0.96%	401,373
Cook County Forest Preserve District	163,117,000	0.18%	298,030
DuPage County Forest Preserve District	140,577,987	0.96%	1,342,794
Metropolitan Water Reclamation District	2,493,400,740	0.18%	4,444,904
Bartlett Park District	26,655,000	3.17%	845,668
Hanover Park Park District	3,330,000	94.93%	3,161,277
Schaumburg Park District	13,545,000	1.33%	180,278
Poplar Creek Library District	17,765,000	34.51%	6,130,885
Bloomington Fire Protection District	950,000	5.38%	51,085
Total Others	<u>6,263,270,727</u>		<u>22,998,824</u>
Total Overlapping Debt	<u>7,192,014,136</u>		<u>52,732,174</u>
Total Direct and Overlapping Debt	<u>7,209,699,136</u>		<u>70,417,174</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, 2016

Tax Levy Year	Residential Property	Farm	Commerical Property	Industrial Property	Total	Railroad	Total Equalized Assessed Value
2006	528,502,161	22,857	73,203,317	86,207,031	687,935,366	11,078	687,946,444
2007	582,778,860	20,611	78,601,640	84,771,160	746,172,271	15,750	746,188,021
2008	619,345,489	22,138	81,118,955	88,697,614	789,184,196	20,597	789,204,793
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

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, 2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Village of Hanover Park										
General Corporate rate	1.249	1.150	1.063	1.053	1.305	1.385	1.686	2.309	2.356	2.475
Debt Service Rate	0.153	0.136	0.120	0.114	0.244	0.205	0.253	0.328	0.331	0.388
Total Direct Tax Rate	1.402	1.286	1.183	1.167	1.549	1.590	1.939	2.637	2.687	2.863
Overlapping Rates (1)										
School District #46	4.874	4.565	4.435	4.339	5.026	5.507	6.540	7.580	7.668	7.947
School District #509	0.347	0.348	0.331	0.354	0.434	0.475	0.546	0.638	0.638	0.654
Hanover Park Park District	0.471	0.423	0.386	0.371	0.429	0.442	0.511	0.629	0.624	0.665
County including Forest Preserve										
District and TB Sanitarium	0.562	0.499	0.466	0.443	0.474	0.545	0.594	0.629	0.637	0.621
Hanover Township	0.250	0.224	0.223	0.239	0.248	0.287	0.324	0.391	0.298	0.318
Metropolitan Water Reclamation District	0.284	0.263	0.252	0.261	0.274	0.320	0.370	0.417	0.430	0.426
Northwest Mosquito Abatement District	0.009	0.008	0.008	0.008	0.009	0.010	0.011	0.013	0.013	0.011
Poplar Creek Library	0.310	0.367	0.357	0.350	0.394	0.449	0.515	0.631	0.632	0.663
Community Mental Health	0.037	0.033	0.033	0.033	0.038	0.044	0.050	0.061	0.061	0.058
Consolidated Elections	-	0.012	-	-	-	-	-	0.031	-	0.034
Total Direct and Overlapping Tax Rate	8.546	8.028	7.674	7.565	8.875	9.669	11.400	13.657	13.688	14.260

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.

Direct and Overlapping Property Tax Rates-DuPage County
December 31, 2016

	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015
Village of Hanover Park:										
General Corporate rate	0.5332	0.4935	1.1095	0.5478	0.6262	0.7209	0.9039	0.9991	0.9836	0.9664
Fire Protection	0.6303	0.6043		0.7077	0.7477	0.8068	0.9790	1.1292	1.3204	1.4449
Debt Service Rate	0.1262	0.1146	0.1104	0.1200	0.2091	0.1989	0.2498	0.2658	0.2816	0.3233
Total Direct Tax Rate	1.2897	1.2124	1.2199	1.3755	1.5830	1.7266	2.1327	2.3941	2.5856	2.7346
Overlapping Rates										
School District #93	3.6473	3.6473	3.6442	3.7112	3.9130	4.1112	4.6112	5.0165	5.1272	5.0951
School District #87	1.7210	1.6612	1.6507	1.6749	1.8378	2.0199	2.2868	2.4877	2.5824	2.5173
Community College #502	0.1929	0.1888	0.1858	0.2127	0.2349	0.2495	0.2681	0.2956	0.2975	0.2786
Hanover Park Park District	0.4059	0.3801	0.3801	0.4091	0.4250	0.4554	0.5614	0.5673	0.5834	0.6099
County including Forest Preserve										
District and Airport	0.3199	0.3008	0.2923	0.2919	0.3138	0.3356	0.3639	0.3875	0.3944	0.3781
Wayne Township	0.1370	0.1289	0.1253	0.1268	0.1378	0.1479	0.1626	0.1796	0.1880	0.1847
Poplar Creek Library	0.3131	0.3696	0.3522	0.4003	0.4158	0.4553	0.5977	0.6249	0.6272	0.6601
Total Direct and Overlapping Tax Rate	8.0268	7.8891	7.8505	8.2024	8.8611	9.5014	10.9844	11.9532	12.3857	12.4584

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, 2016

Tax Levy Year	Fiscal Year Ended April 30	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
2006	2007	8,669,475	1,581,476	18.24%	6,985,693	8,567,170	98.82%
2007	2008	8,771,573	1,643,467	18.74%	7,003,039	8,646,506	98.57%
2008	2009	8,997,079	1,689,164	18.77%	7,087,709	8,776,873	97.55%
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%	8,978,384	10,656,194	96.16%
2011	2012	11,294,245	2,548,018	22.56%	8,314,635	10,862,653	96.18%
2012	2013	11,718,824	2,478,683	21.15%	9,221,570	11,700,253	99.84%
2013	2014	12,692,238	4,013,571	31.62%	7,373,058	11,386,629	89.71%
2014	2015	13,249,064	13,110,424	98.95%	85,087	13,195,511	99.60%
2015	2016	13,386,715	13,577,430	101.42%	-	13,577,430	101.42%

Note: Levies for all Special Service Areas have been excluded from this table.

Data Source: Village Records

APPENDIX H

VILLAGE OF HANOVER PARK, ILLINOIS

**Principal Property Tax Payers - Current Year and Nine Years Ago
December 31, 2016**

Taxpayer	2016			2007		
	Taxable 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.	\$ 7,907,880	1	1.50%	11,682,940	1	1.57%
Bradley Real Estate Co.	-			8,744,818	2	1.17%
IDI Services - Turnberry lakes	-			7,113,480	3	0.95%
Menards	2,615,129	5	0.50%	6,796,845	4	0.91%
Fisher Scientific Company	3,611,420	3	0.69%	5,694,910	5	0.76%
IDI Services - Hanover Corp Center	-			4,611,700	6	0.62%
Wheaton Bank Trust 1238	-			4,560,015	7	0.61%
Northern Builders, Inc.	-			4,287,570	8	0.57%
GPT Hunter Road - Insight	2,459,660	7	0.47%	-		
Cardinal Capital Partners - GE Trans	2,726,870	4	0.52%	-		
Iron Mountain Information Mgmt.	2,218,170	8	0.42%	-		
MS Claremont LP - Symphony	2,494,861	6	0.47%	-		
NewPlan Excel Realty	3,766,057	2	0.72%	-		
Pebblewood Court Apts.	-			3,844,008	9	0.52%
National Shopping Plaza	1,002,882	9	0.19%	-		
Public Storage	532,755	10	0.10%	-		
Kmart Corporation	-			3,673,215	10	0.49%
	<u>\$ 29,335,684</u>		<u>5.58%</u>	<u>\$ 61,009,501</u>		<u>8.17%</u>

Data Source: Office of the Cook and DuPage County Clerk's

Ratios of Outstanding Debt By Type - Last Ten Fiscal Years
December 31, 2016

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					
2008	11,120,000	131,834	3,350,000	3,091,905	17,693,739	746,188,021	2.32%	462.24	
2009	10,150,000	49,250	1,650,000	2,810,817	14,660,067	789,204,793	1.92%	382.99	
2010	19,140,000	-	-	2,522,513	21,662,513	810,756,275	2.84%	565.91	
2011	23,095,000	-	-	2,225,029	25,320,029	743,653,328	2.94%	666.79	
2012	22,030,000	-	-	1,919,889	23,949,889	695,936,302	2.79%	630.71	
2013	21,289,045	-	-	1,606,283	22,895,328	626,685,617	2.66%	602.94	
2014	20,477,418	-	-	1,283,975	21,761,393	542,401,799	2.53%	573.08	
2014B	19,615,000	-	-	1,067,648	20,682,648	542,401,799	2.41%	544.67	
2015	18,654,164	-	-	730,463	19,384,627	533,303,999	2.26%	510.90	
2016	17,667,537	-	-	383,924	18,051,461	525,854,318	2.10%	475.84	

Data Source: Village's Records

VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
December 31, 2016

Fiscal Year Ended	Gross General Obligation Bonds	Less: Amounts Available in Debt Service Funds	Total	Percentage of Equalized Assessed Value	Per Capita
2008	11,120,000	790,270	10,329,730	1.38%	269.86
2009	10,150,000	512,014	9,637,986	1.22%	251.79
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%	487.12
2016	17,667,537	272,209	17,395,328	3.31%	458.56

Data Source: Village Records

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Employers - Current Fiscal Year and Nine Fiscal Years Ago
December 31, 2016

Employer	2016 (1)			2007 (2)		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Maines Paper & Food Service	400	1	1.92%			
Fischer Scientific	300	2	1.44%	345	1	6.98%
Insight Enterprises, Inc.	250	3	1.20%	200	2	4.05%
Camcraft, Inc.	245	4	1.18%	200	3	4.05%
Fuji Film	200	5	0.96%	180	4	3.64%
Everpure, LLC	200	6	0.96%			
Village of Hanover Park	193	7	0.93%	182	5	3.68%
School Health Corporation	145	8	0.70%	90	6	1.82%
AMPAC	125	9	0.60%			
Wilson Pet Supply	120	10	0.58%			
Cubs Foods				125	7	2.53%
Fellowes Manufacturing				120	8	2.43%
Menards				90	9	1.82%
Jefferson Smurfit				40	10	0.81%
	<u>2,178</u>		<u>10.47%</u>	<u>1,572</u>		<u>31.81%</u>

Data Sources: Village Community Development Department Records and U.S. Census Bureau.

(1) A selective telephone survey.

(2) 2004 Illinois Manufacturers Directory, 2004 Illinois Services Directory and a selective telephone survey.

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

APPENDIX L

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

DUIIS – 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

APPENDIX L

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

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

APPENDIX L

GFOA - Government Finance Officers Association

GIS - Geographic Information System

GOAL - A purpose or outcome toward which activities are directed

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

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

APPENDIX L

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

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

APPENDIX L

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 21st 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