

Village of Hanover Park, Illinois



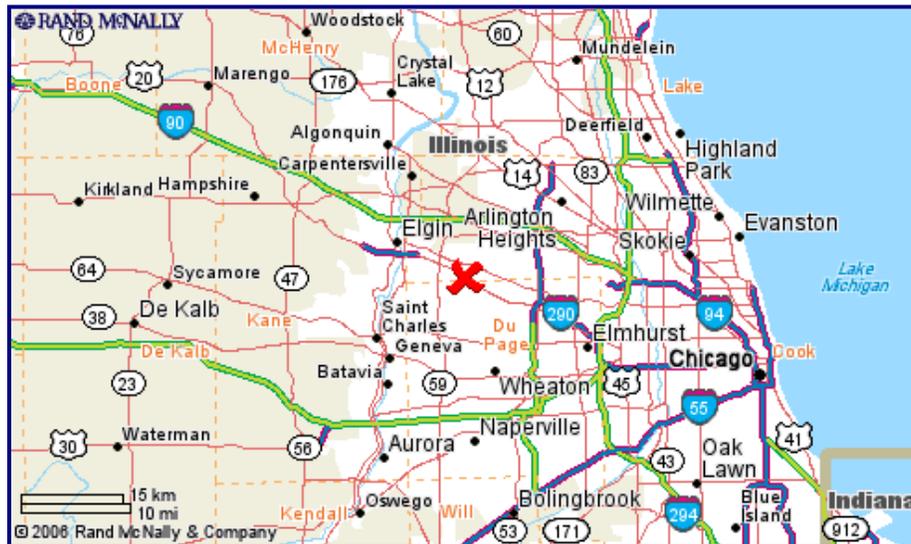
Veteran's Memorial Sculpture at Village Hall

Annual Fiscal Year Budget **May 1, 2013 – April 30, 2014**

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. The Village of Hanover Park currently budgets for 195 full-time employees. 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. The 2011 assessed value decreased 6.4% over the prior year, due to the overall economic downturn. 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 and live.

Village of Hanover Park

Fiscal Year 2014 Annual Budget

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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 2014. 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:

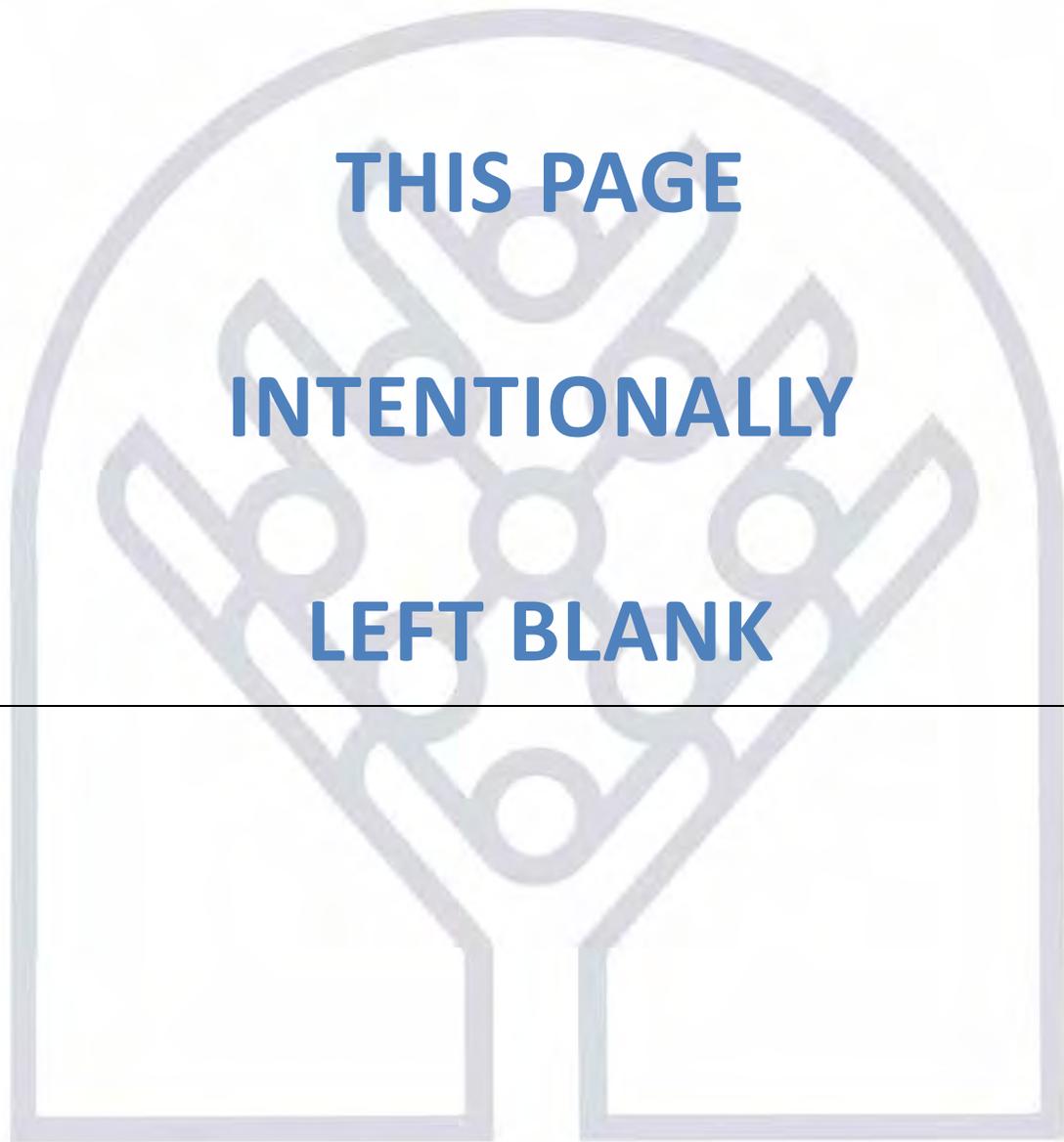
-  The General Fund is the primary operating fund. Within the General Fund, departments are designated with white tabs. Goals, objectives and performance measures are presented for each cost control center within each department in the fund.
-  The Special Revenue tab lists Road and Bridge Fund, Motor Fuel Tax Fund, Special Service Area 3, 4 & 5 Funds and Tax Increment Financing Funds 2, 3, and 4.
-  The Debt Service Funds report general obligation and tax increment financing indebtedness. Individual bond schedules are also listed.
-  The Capital Projects tab presents the Special Service Area 6, General Capital Project and Municipal Building 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, which accounts for the purchase of all Village vehicles and the Employee Benefits Fund which accounts for the GASB 45 implicit rate subsidy liability.
-  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. Future Capital Projects through Fiscal Year 2018 are listed in Table IV within the Capital Improvement Program.

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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Hanover Park

INTRODUCTORY SECTION

List of Principal Officials

Organization Chart

GFOA Distinguished Budget Presentation Award

Budget Message

Hanover Park

Village of Hanover Park

Principal Officials

Mailing Address

2121 Lake Street
Hanover Park, IL 60133

Phone (630) 823-5600

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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

Trustees

William Cannon

James Kemper

Jenni Konstanzer

Jon Kunkel

Rick Roberts

Edward J. Zimel, Jr.

Executive

(630) 823-5608

Juliana Maller, Village Manager (jmaller@hpil.org)

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Rebekah Flakus, Finance Director

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rflakus@hpil.org

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

May 1, 2012

Christopher P. Morill

President

Jeffrey R. Egan

Executive Director



Village of Hanover Park Fiscal Year 2014 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 2013-2014 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 May 1, 2013 through April 30, 2014 fiscal 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-three (23) consecutive years. The budget is a policy document, financial plan, operations guide, and communication device.

Mission Statement

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

Strategic Goals

In May, 2011 the Village Board adopted the Village Comprehensive Strategic Plan. As part of that plan, the Board established three primary visions 1) Provide convenience through technology, 2) Is a good place to live, work and do business and 3) Is fiscally transparent. To that end, all budget goals since adoption of the plan have been designed to correspond and accomplish these visions. The Fiscal Year 2014 budget is reflective of the established Board visions and is designed to allow for the continued progression toward the accomplishment of the strategic goals. Additionally, during Fiscal Year 2014, a mid-point analysis will be completed of all goals and objectives to determine status and make course corrections as necessary.

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 necessary to aid in the development of assumptions related to the earning and receipt of revenues, and the cost of labor and commodities.

Over the past several years, the United States economic recovery from recession has persisted, but at a sluggish pace. The average growth rate has been about 2.0%, with fluctuations throughout the year. The U.S. economy has benefited from low interest rates, but fiscal policy has been gradually tightening.

Village of Hanover Park - Budget Message

The last quarter of 2012 showed the U.S. real Gross Domestic Product near flat, reflecting a substantial weakness in both Federal spending and inventory growth combined with positive growth in areas such as housing, exporting and consumer spending. Employment is also rising and is expected to continue to gradually rise through the next year. It is estimated that about 180,000 additional jobs will be added to monthly payrolls over the next year.

In the most recent economic update, prepared by BNY Mellon's Chief Economist, it is expected that 2013 will be another year of slow gradual expansion in the United States Economy. Economic weakness has occurred in early 2013 due to tax hikes, higher energy costs and disruption from the sequester battle. However, once the initial sequester shock and once fiscal policy is finally stabilized enough by the middle of 2013, additional growth is plausible for the end of 2013 and the start of 2014.

State of the Village

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

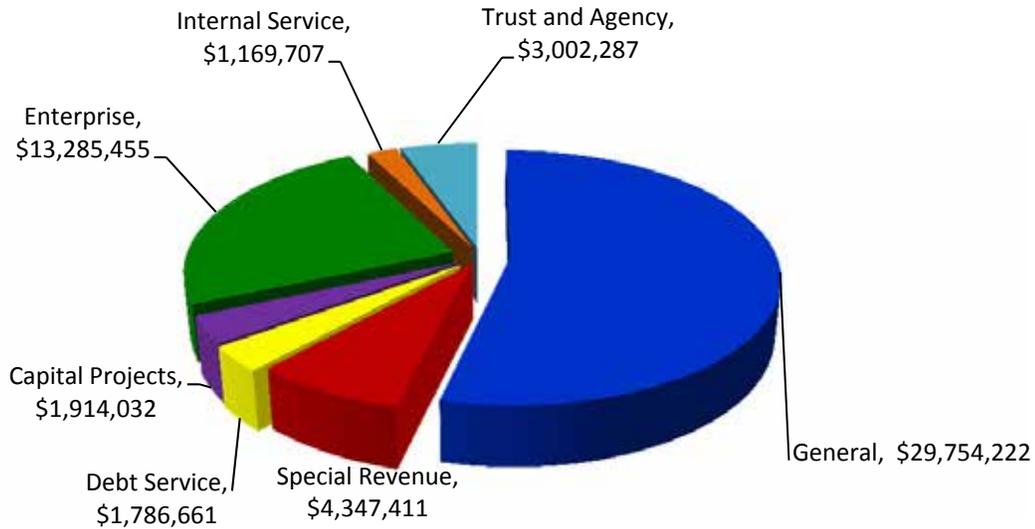
The financial condition of the Village has been impacted by the negative effects of the overall U.S. economy. The Village must be cognizant of these negative effects and how they will continue to influence our local budget and revenues. Our fiscal policy requires that operating revenues must be sufficient to support ongoing expenditures. A conservative approach has been taken in projecting revenues for the coming fiscal year as the United States economy slowly begins to recover. This approach will help to ensure that we will have sufficient revenue to meet our expenditures throughout this next Fiscal Year.

In order to maintain a positive operating position, the expenditures budget was analyzed on a line-item basis. Expenditure patterns were examined to determine if line-item expenditures could be reduced.

Budget Summary

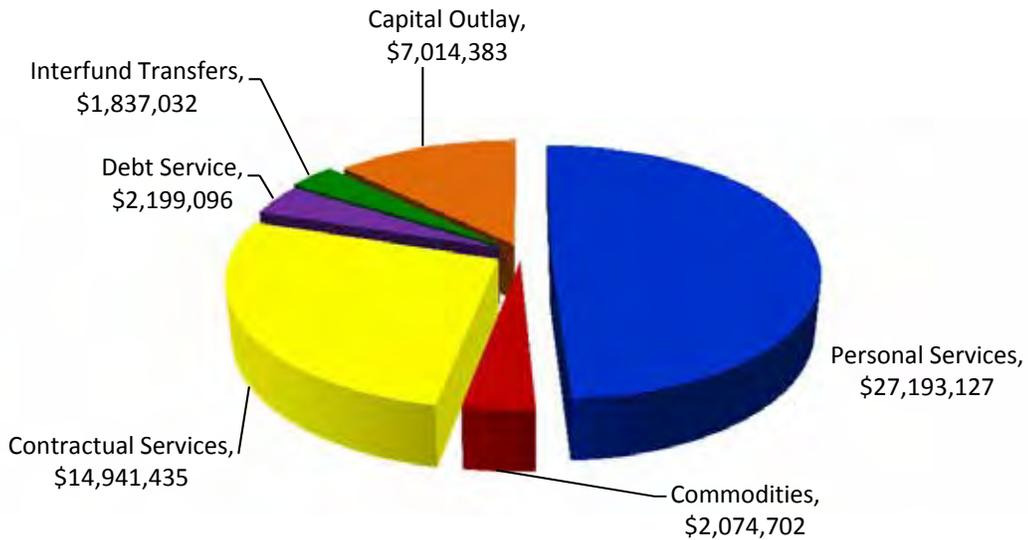
The Fiscal Year 2013-2014 Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall Fiscal Year 2014 expenditures by fund and category:

Expenditures by Fund Type



The total budgeted fund appropriations for all budgeted funds for Fiscal Year 14 equals \$55.3 million, an increase of \$3.4 million or 6.47% over the prior Fiscal Year Budget. The increase reflects increases in operating costs and significant capital expenditures within the Water & Sewer Fund, TIF # 3 and the Capital Projects Fund.

Expenditures by Category:



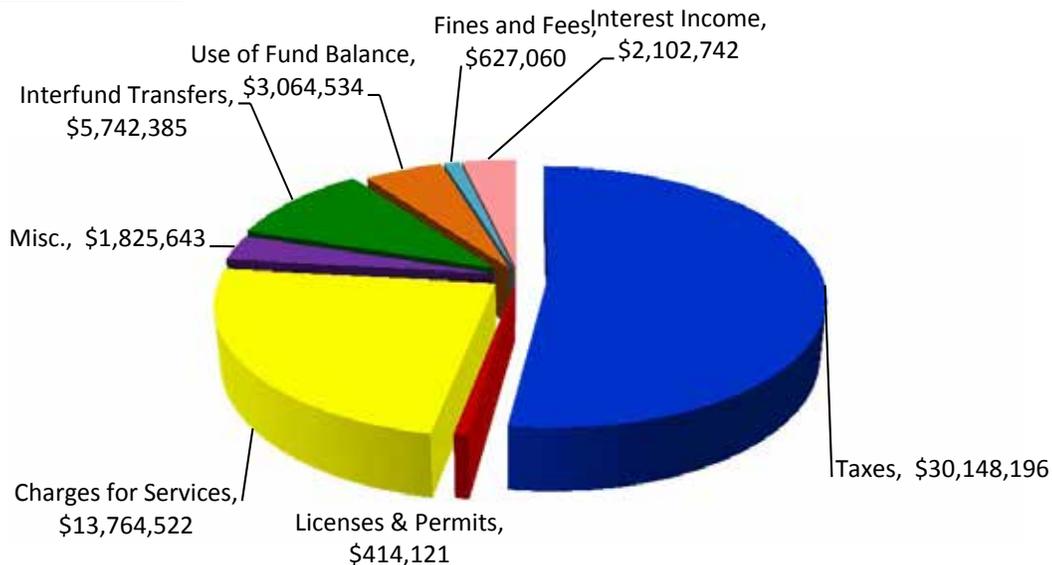
Village of Hanover Park - Budget Message

The following table illustrates the changes in the operating, debt service, capital and inter-fund transfer appropriations:

Changes in Operating, Debt Service, Capital and Inter-fund Transfers				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Operating	\$42,164,489	\$44,209,264	\$2,044,775	4.85%
Debt Service	2,147,579	2,199,096	51,517	2.40%
Capital	5,909,682	7,014,383	1,104,701	18.69%
Inter-fund Transfer	1,680,095	1,837,032	156,937	9.34%
Total	\$51,901,845	\$55,259,775	\$3,357,930	6.47%

- Total Village operating budget (excluding debt service, capital outlay and transfer between funds) amounts to \$44,209,264 as compared to last year's \$42,164,489.
- General Fund expenditures (including transfer and one-time expenditures) total \$29,754,222, a 2.94% increase from the prior year.
- General Fund emergency reserves total \$7,750,593 or 26.05% of budgeted expenditures.
- The Capital Improvement Program totals \$7,014,373.
- The General Fund operating budget (excluding capital outlay, interfund transfer and debt service) expenditures total \$28,563,147, a 2.21% increase over prior Fiscal Year 2013 Budget.

Revenues by Category:



All Funds - Revenues by Category				
Revenues /All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/ Decrease Amount	Increase/ Decrease Percent
Taxes	\$27,568,087	\$30,148,196	\$2,580,109	9.36%
Licenses & Permits	385,667	414,141	28,474	7.38%
Charges for Services	12,199,607	13,053,502	853,895	7.00%
Fines & Fees	618,770	627,060	8,290	1.34%
Investment Income	2,124,162	2,102,742	(21,420)	(1.01%)
Miscellaneous	3,905,743	2,536,643	(1,369,100)	(35.05%)
Inter-fund Transfers	5,390,709	5,742,385	351,676	6.52%
Other	2,965,781	3,064,534	98,753	3.33%
Total	\$55,158,526	\$57,689,203	\$2,530,677	4.59%

- Total Revenue increased by \$2,530,677.
- A 4.99% increase in the General Fund Property Tax Levy is included.
- Increase in Home Rule Sales Tax to .075%
- Decrease in Miscellaneous is due to use of IPBC Reserves in FY 2013.
- A review of all Fines & Fees Revenue was completed, several fees including a \$0.25 increase in the Commuter Lot Daily Parking Fee is included.
- Water and Sewer Rate Revenues increased by \$947,439 due to planned increase in water costs from Lake Michigan Water.
- General Fund revenues also total \$29,754,222, a 2.94% increase from the prior year. Operating revenues total \$29,154,048, a 7.56% decrease.
- Efforts to support new and expanding businesses will hopefully have a positive effect on sales tax receipts.

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

- ***Hanover Square Shopping Center:*** Since purchasing the center in late 2011, Staff and Property Managers have worked extensively to improve the quality and appearance of the center, rent vacant spaces, and increase its income and value. Maintenance activities include repair of utility systems, roof replacements, and parking lot repairs. Major improvements include the purchase and demolition of the vacant 'old Shires' building at 6794 Barrington, demolition of the 'old hot dog stand' at 6784 Barrington, and construction of a new monument sign to promote the center and tenants. The Leasing Agent secured a new lease for a Taqueria, a number of tenants have renewed their leases, and plans are underway for an Education & Work Center tenant. A Construction Management Firm, Innovative Construction Solutions (ICS) has been obtained and is preparing plans for the build-out of available tenant spaces and façade renovation. Over the next year, the team will continue to make strategic improvements to the center. The TIF #3 Fiscal Year 2014 Budget includes budgeted funds of \$1,500,000 for consulting and engineer services and TIF eligible roof and building repairs to the Hanover Square Shopping Center.
- ***ERP System:*** The Largest Capital Purchase in the Fiscal Year 2014 Budget is for the ERP (Enterprise Resource Planning) Software System to replace the current HTE/AS400. The system is currently over 12 years old and is in need of replacement, as it is no longer being supported or updated by the current software manufacturer. In addition, the system is not capable of performing many of the tasks required of a modern organization. The implementation of the new ERP System is very extensive and will be coordinated in phases through the Information Technology Department over the entire Fiscal Year.
- ***Reinstatement of Community Development Position:*** In Fiscal Year 2013 Budget, the Community Development Director Position was eliminated due to its vacancy and in an effort to balance the budget. With the purchase of the Hanover Square Shopping Center, the formation of TIF # 5, and the Village's goal to attract new businesses being a priority, refilling the Community Development Director position is essential to meeting the goals and objectives of the Fiscal Year 2014 Budget. The Director position would direct a wide range of activities including managing economic development plans, advising on zoning and development review, interfacing with the business community as it relates to attraction, retention, marketing, and providing needed additional staff to an overburdened department.
- ***Metropolitan Water Reclamation District (MWRD) Lease:*** The Village entered into a 39 year lease for the MWRD land located on the Hanover Park Water Reclamation District Plant off of Barrington Road for public and recreational use. The lease between the Village and MWRD began on January 1, 2013. This lease was entered in an effort to ensure that affordable youth programming will continue to be provided, as well as allow for visual improvements to the site.
- ***Remodel of Village Hall:*** Remodeling of the Village Hall is needed in order to reconfigure the Village Hall for current use following the relocation of the Police Department to its new facility. Remodeling began in Fiscal Year 2013 and funds have been budgeted this year to continue the remodel and reconfiguration. After the construction is completed, several departments will relocate into the old Police Department area allowing for additional storage and training space that is currently very much needed. In addition to the remodel, the roof over the south central portion of the building will be repaired.

Village of Hanover Park - Budget Message

- *Emerald Ash Borer:* Infestation from the Emerald Ash Borer has vastly affected Ash trees within the Village. To date, the Public Works Department has removed 450 trees both contractually and in-house. The Fiscal Year 2014 Budget includes funding to remove 350-400 additional dead trees. Steps were taken in Fiscal Year 2013 to receive \$20,000 grant funding to start replanting new trees sometime in Fiscal Year 2014.
- *On-site Adjudication System:* Beginning implementation started in Fiscal Year 2013 and should be fully integrated in Fiscal Year 2014. The Administrative Adjudication System involves collaborative work between many departments, especially the Police and Finance Departments. Once the on-site System is in place, parking and local ordinance citations will be adjudicated at the Village Hall. This will provide enhanced revenue for the Village that currently goes to Cook County. The adjudication hearings will be held by a Hearing Officer who currently hears vehicle impounds, red light violations and nuisance abatement violations.
- *Relocation of Fire Station # 2:* The Village is pursuing purchase of property for the construction of a replacement fire station. In 2005 the Village commissioned McGrath Consulting Group Inc. to complete an operational efficiency study of the Fire Department. The report strongly recommended the relocation of Fire Station No. 2 to a location “north of Schick Road, but south of Stearns Road, on County Farm Road”. They identified that the existing station is not positioned correctly for optimal Village response times. They also noted that the existing facility is not designed for modern sized apparatus and does not have sufficient storage capabilities to allow the housing of some of the Fire Department’s specialty apparatus. In addition, the living quarters are small for the number of assigned personnel, including lack of sufficient privacy for male and female firefighters.
- *Disconnect from Fire Protection District:* The Village Board has identified as part of the 2011, 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. The Village desires to reach a negotiated settlement with the Bloomingdale Fire Protection District to disconnect these areas from the District.
- *Village Center Plan:* Continue to pursue strategic implementation steps of the Village Center Plan, 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. Specific steps will include completion of traffic analysis, a market study, and developer outreach funded by an RTA Implementation Grant.

Village of Hanover Park - Budget Message

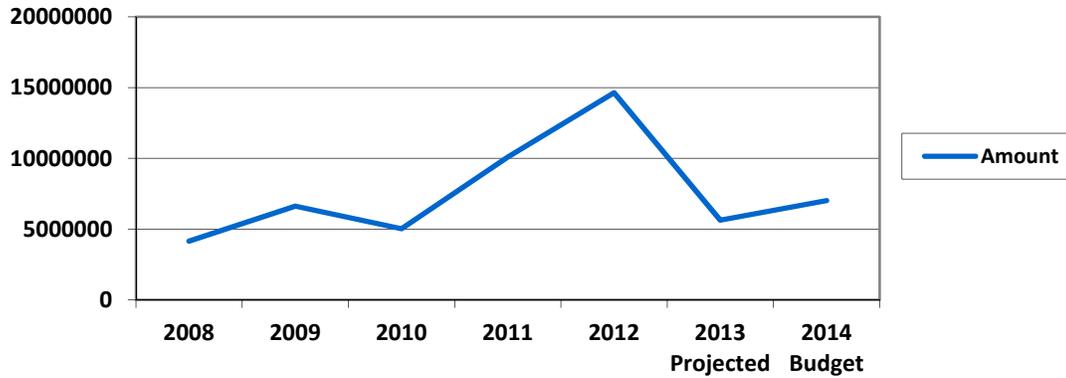
- *TIF #5:* Tax Increment Financing (TIF) #5 was created in January, 2013. It is located around the intersection of Irving Park Road and Wise Roads, on the northeast part of the Village. The area of TIF # 5 was created due to the vast need for revitalization. The goals of TIF # 5 are to encourage managed growth, deter continuing deterioration, encourage preservation and redevelopment, and stimulate private investment.
- *Irving Park Corridor Study:* The Irving Park Corridor study was performed in August, 2012. In Fiscal year 2014, the Village will work to encourage implementation of recommendations from the Irving Park Corridor Study, in particular through improvements to the TIF # 5 area, focus on small business retention, and streetscape improvements.
- *Transparency:* One of the Village's Strategic Plan Goals is to be fiscally transparent. Beginning in Fiscal Year 2013 and continuing into Fiscal Year 2014, the Village of Hanover Park has implemented the Illinois Policy Institute's Ten-Point Transparency Checklist. The ten points include information on Elected & Administrative Officials, Meeting Information, Public Records, Budgets, Financial Audits, Expenditures, Salary & Benefits, Contracts, Lobbying details, and Taxes & Fees. Information for all ten can be found on the Village's website.
- *Update of Codes:* In Fiscal Year 2013, updates were made to the Village's Health Code, Sign Code, and Zoning Code. A comprehensive update and consolidation of the Zoning, Sign and Subdivision Codes into a Unified Development Ordinance began and should be completed in Fiscal Year 2013-2014.

Capital Improvement Program (CIP)

The budget for the Village's Capital Improvement Program for fiscal year 2013-2014 amounts to approximately \$7.0 million. Capital project expenditures, by category, are planned as follows:

Improvements other than Buildings	\$1,633,000
Vehicles	1,138,000
Water and Sewer Improvements	927,000
Office Equipment	1,448,825
Other Equipment	148,000
Buildings	<u>1,719,558</u>
Total	<u>\$7,014,383</u>

The chart below records the pattern of the Village's Capital Improvement Program Budget over the past seven years. As indicated, this program fluctuates from a high point in Fiscal year 2012, which includes constructing a new police station, to routine improvements depending upon needs identified for a given fiscal year. A summary of the Village's CIP can be found in the Capital Improvement section of this budget.



Fiscal Year	2008	2009	2010	2011	2012	2013 Projected	2014 Budget
Amount	\$4,146,699	\$6,621,763	\$5,021,030	\$10,089,331	\$14,635,966	\$5,625,570	\$7,014,383

Improvements other than Buildings include a Street re-surfacing Program within the Motor Fuel Tax Fund, the Longmeadow Bridge reconstruction in the Capital Projects fund and part of the multi-year lighting project us budgeted in the SSA #5 Fund.

Office Equipment includes the \$1.2 million ERP Software System project and a new door access system. Other Equipment included in the Village’s CIP Program includes continued funding of the Arterial Fence Program and replacement of broken and torn streetlight banners and decorations.

Building improvements for Fiscal Year 2014 include 6 budgeted projects. Three of the six improvements are related to the Hanover Square Shopping Center Fund and TIF #3 Fund. \$1,000,000 has been budgeted for TIF related building improvements within the Hanover Square Shopping Center. In addition to these improvements, another phase of the roof repairs has been budgeted for \$500,000. \$72,558 has been budgeted out of the Hanover Square Shopping Center Fund for non-TIF related improvements to the Center. Also included in building improvements is the Village Hall remodeling and roof repair.

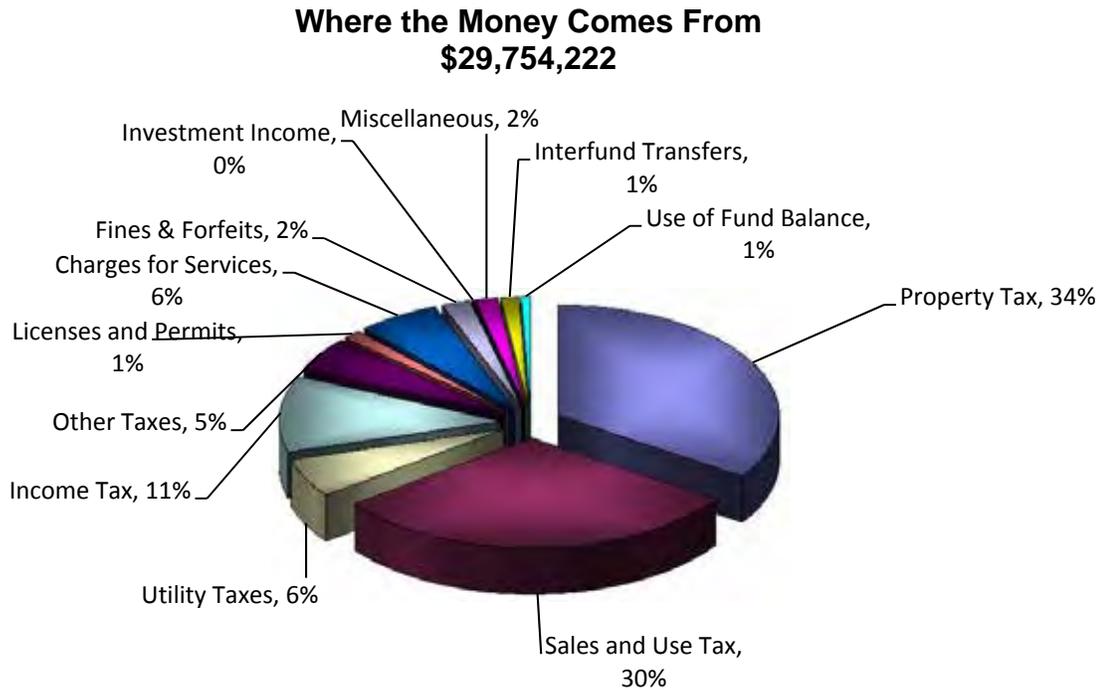
Several vehicles are budgeted to be purchases this year. Some larger purchases include a new Fire Rescue/Hazmat truck, a rehabilitation truck, graffiti removal vehicle, two 1½ ton dump trucks and a 2½ ton dump truck. While these are large purchases, the equipment does have a long useful life. The total Vehicle Purchase breakdown 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 53.84% of total expenditures and provides the majority 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 our revenues come from:

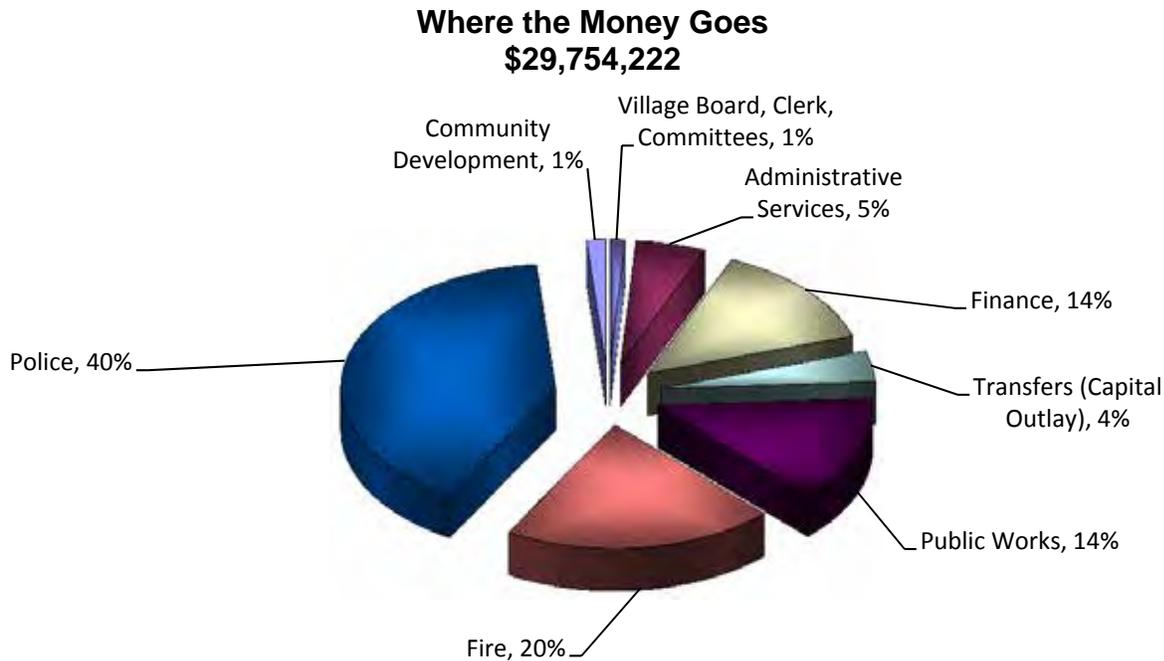


In total, General Fund revenues are projected to increase 2.9% or \$849,175 compared to the Fiscal Year 2013 Budget. Tax revenues are anticipated to increase 8.3% due to an increase in the tax levy of 4.99%, a 3% increase in income taxes and an increase in the Home Rule Sales Taxes from .50% to .75%. These revenue increases offset a decrease of \$1.1 million in Insurance Reserve Refunds used in Fiscal Year 2013. The remaining revenues remain relatively flat due to the harsh economic environment.

General Fund - Revenues by Category				
Revenues /All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/ Decrease Amount	Increase/ Decrease Percent
Taxes	\$23,807,707	\$25,789,513	\$1,981,806	8.32%
Licenses & Permits	\$380,847	\$412,321	\$31,474	8.26%
Charges for Services	\$1,802,441	\$1,800,946	(\$1,495)	(0.08%)
Fines & Fees	\$618,770	\$627,060	\$8,290	1.34%
Investment Income	\$31,344	\$31,344	\$0	0.00%
Miscellaneous	\$1,591,431	\$492,864	(\$1,098,567)	(69.03%)
Inter-fund Transfers	\$422,507	\$397,179	(\$25,328)	(5.99%)
Other	\$250,000	\$202,995	(\$47,005)	(18.80%)
Total	\$28,905,047	\$29,754,222	\$849,175	2.94%

Where does our money go?

The following chart shows where our money goes:



General Fund budgeted expenditures will increase by 2.94% or \$849,175. This increase is primarily due to the addition of a Community Development Director, increased pension costs and the planned purchase of a new Enterprise Resource Planning (ERP) Software System which will allow for increased functionality and efficiency for both Village residents and staff. All other areas of the General fund budget were reviewed and reduced where possible in order to improve the Villages overall financial outlook.

General Fund – Expenditures by Category				
Revenues /All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Personal Services	\$20,207,240	\$20,860,223	\$652,983	3.23%
Commodities	1,293,334	1,271,687	(21,647)	(1.67%)
Contractual Services	6,446,041	6,431,237	(14,804)	(0.23%)
Inter-Fund Transfers	958,432	1,191,075	232,643	24.27%
Total	\$28,905,047	\$29,754,222	\$849,175	2.94%

Special Revenue Funds

Special Revenue Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Road & Bridge	\$115,203	\$140,000	\$24,797	21.52%
Motor Fuel Tax	2,434,196	1,801,611	(632,585)	(25.99%)
SSA # 3	20,400	44,500	24,100	118.14%
SSA # 4	29,800	29,800	0	0.00%
SSA # 5	234,000	85,000	151,000	64.53%
TIF # 2	0	0	0	0.0%
TIF # 3	655,545	1,885,000	1,229,455	187.55%
TIF # 4	223,185	61,500	(161,685)	(72.44%)
Total	\$3,712,329	\$4,347,411	\$635,082	17.11%

Special Revenue Funds are used to account for specific revenues that are legally restricted to expenditure for a particular use. The Fiscal Year 2014 Special Revenue Fund Expenditures include the completion of the Longmeadow Bridge in the Road and Bridge Fund, street re-surfacing within the Motor Fuel Tax Fund, installation of bike racks in SSA # 3, continuing maintenance costs for SSA #3, #4 and #5 and extensive redevelopment costs within the TIF # 3 Fund.

Capital Projects Fund

Capital Projects Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
SSA # 6	\$77,013	\$101,207	\$24,194	31.42%
General Capital Projects	1,304,182	1,812,825	508,643	39.00%
Municipal Building	0	0	0	0.00%
Total	\$1,381,195	\$1,914,032	\$532,837	38.58%

SSA # 6, General Capital Projects and the Municipal Building Fund make up the Capital Funds within the Village. Expenditures within the Fiscal Year 2014 Budget include the Village Hall repairs, the ERP Software Program project and the new door access system for Village Hall. The Municipal Building Fund projects expenditures in Fiscal Year 2013 that aren't budgeted yet. Once all payments and expenditures have been finalized for the new police station, a budget amendment will be made to move the budgeted expenditures into Fiscal Year 2013. No expenditures are budgeted for Fiscal Year 2014.

Debt Service Fund

Debt Service Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
2010 GODS Bonds	\$795,360	\$795,610	\$250	0.03%
2010A GODS Bonds	\$299,388	\$349,538	\$50,150	16.75%
2011 GODS Bonds	\$639,847	\$641,513	\$1,666	0.26%
Total	\$1,734,595	\$1,786,661	\$52,066	3.00%

Debt Service Funds are used to account for the accumulation of resources and payment of bond principal and interest. Currently the Village has three outstanding Debt Service Bonds. The 2010 and 2010A General Obligation Debt Service (GODS) Bonds were issued to finance the construction of the new police station. The 2011 GODS Bonds refinanced the 2004 Bonds used to finance the new fire station. The refinancing saved the Village significant interest expenditures over the life of the bonds. Final SSA Debt Service payments were made in FY 2010. TIF Debt Service payments were completed in FY 2011 and the excess funds were transferred to TIF # 2 Fund. The 2001 and 2002 GODS Bond Funds were finalized in FY 2012 and were closed. A schedule of the Village’s outstanding debt is located in the Debt Service Funds section of this Budget Document.

Enterprise Funds

Enterprise Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Water & Sewer	\$11,049,426	\$12,123,132	\$1,073,706	9.72%
Commuter Parking Lot	409,336	412,323	2,987	0.73%
Hanover Square	465,590	750,000	284,410	61.09%
Total	\$11,924,352	\$13,285,455	\$1,361,103	11.41%

Water & Sewer Fund, Municipal Commuter Parking Lot Fund and the Hanover Square Shopping Center Fund make up the Village’s Enterprise Funds. Enterprise funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent is to have the cost of providing these services be financed or recovered through user charges.

Commuter Parking Lot expenditures are slightly increasing this year due to improvements planned for the parking lot including additional landscaping.

Significant increases in the Hanover Square and Water & Sewer Funds are budgeted for Fiscal Year 2014 compared to the prior year budget. The increases in the Hanover Square Fund include maintenance and repair costs, building improvements and consulting services used for the

Village of Hanover Park - Budget Message

construction management company and the property management company. Water & Sewer Fund expenses primarily increased due to the rise of the cost of water purchased from Lake Michigan. Water and Sewer rates were increased to offset the increase in expenditures.

Internal Service Funds

Internal Service Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Central Equipment	\$1,546,207	\$1,169,707	(\$376,500)	(24.35%)
Total	\$1,546,207	\$1,169,707	(\$376,500)	(24.35%)

All Vehicles are purchased through the Central Equipment Fund. Expenditures vary from year to year based on fleet replacement requirements. Monies are transferred to the Fund annually in order to accumulate funding for the scheduled replacement year. The decrease in FY 2014 expenditures is primarily due to the timing of when vehicles are purchased.

Trust & Agency Funds

Trust & Agency Funds				
Appropriations/All Funds	Budget FY 2012-13	Budget FY 2013-14	Increase/Decrease Amount	Increase/Decrease Percent
Police Pension	\$1,785,689	\$1,892,182	\$106,493	5.96%
Fire Pension	\$912,431	\$1,110,105	\$197,674	21.66%
Total	\$2,698,120	\$3,002,287	\$304,167	11.27%

Trust & Agency Funds are used to account for assets held by the Village in a trustee capacity. The Police and Fire Pension Funds account for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by active employees at a fixed rate by law and by the Village based on an actuary analysis.

Both the Police and Fire Pension Funds appropriations increased over Fiscal Year 2013. Pension increases were the primary cause of the increases for both. In the Fire Pension Fund, additional increases in appropriations were caused by an increase in contractual services, including investment costs and accounting costs.

Inter-fund Transfers

Interfund transfers represent amounts transferred from one fund to another fund, primarily for work or services provided. For the current budget year, interfund transfers can be summarized as follows:

Inter-Fund Transfers			
Transfers Out	Amount	Transfers To	Amount
General Fund	\$1,191,075	General Fund	\$99,207
SSA # 6	\$64,207	Capital Projects Fund	\$1,737,825
TIF # 4	\$35,000		
Water & Sewer	\$546,760		
Total	\$1,837,032	Total	\$1,837,032

Reserves

The Village maintains reserves to continue operations in case of an economic downturn and in case of an unexpected emergency expenditure. Village policy requires the General Fund have at least 25% of the operating fund in reserve. The General Fund Fiscal Year 2014 Budgeted Unrestricted Fund Balance reserve is at 26.05%. The goal in Fiscal Year 2013-2014 and in future budgets will be to increase this reserve balance. Below is a listing of Unrestricted Fund Balance Reserves within the Village.

1. General Fund - \$7,750,593 (4/30/14)
2. Capital Projects Fund - \$369,213 (4/30/14)
3. Central Equipment Fund - \$3,450,948 (4/30/14)

Budget Program Updates

Economic Development Programs

The Village continues to aggressively pursue economic development in a difficult economy or for an emergency. Staff worked through various means to promote business growth and economic development in the Village. This includes 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. The CONECT Committee re-evaluated their goals 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:

- *Village Center Plan:* An RTA grant funded comprehensive plan for the Village Center area around the Metra station was completed and adopted as an amendment to the Comprehensive Plan. Work has begun on several key implementation steps, including a Traffic Operations Feasibility Study for the Elgin O’Hare boulevard extension, consultation with local wetland jurisdictional agencies, initiation of a market study to evaluate specific

retail and residential potential, and promotion of properties along the north side of Lake Street.

- *Hanover Square Shopping Center:* Staff has focused much of their efforts on management and improvements to the Village-owned shopping center. Redevelopment and leasing of this center will have a positive impact upon the development of the Village Center area, improving property value and appearance, and improving the retail market.
- *Irving Park Corridor Study:* A study of the Irving Park Road Corridor was performed, providing recommendations for economic development and property improvement in the area. The study was performed 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). The panel recommended focus on key retail areas, streetscape improvements, and business outreach and retention. Initial implementation steps include creation of TIF #5 and work with property owners to improve the streetscape through landscaping, parking, and façade improvements.
- *TIF #5:* A new Irving Park Road East Tax Increment Finance (TIF) district was established around the intersection of Irving Park and Wise Roads. Extensive research was performed and public outreach provided as a part of the adoption process. The TIF will be utilized to encourage much-needed improvements to properties along the eastern portion of the Irving Park Road corridor. Staff works to maintain the safety of the 'old Menards' property in the area through code enforcement and to promote the highest and best redevelopment of the site.
- *Discount Tire:* Development approvals and plans were approved for construction of a new Discount Tire retail store on a vacant lot at the intersection of Barrington and Irving Park Roads. This quality development will bring additional business and tax revenue to the Village and TIF #4, and help to initiate property improvements along the Irving Park Corridor.
- *Tony's Finer Foods:* Tony's Finer Foods is moving into the former Ultra Foods space in the Westview Shopping Center at the intersection of Barrington and Irving Park Roads. The large and dynamic grocery store will bring façade improvements, an estimated 200 jobs, and a high level of traffic to the area.
- *Education & Work Center:* Staff continues to work with the local community colleges (Elgin Community College and Harper College) and Illinois WorkNet to open an Education and Work Center in the Hanover Square Shopping Center. Hanover Square management team has worked extensively with the colleges to develop lease terms and plans for build-out of the center, which will bring traffic and a valuable community asset to the center.

- *MI Homes:* MI Homes continues to build and sell townhomes at Church Street Station. Since February of 2013, a total of 104 homes have been constructed and sold of the 126 total planned in the project.
- *Electronic Signs:* In response to market and business needs, updates were made to the sign code to permit modern automatic changeable copy (electronic) signs. The Village has provided a model for such signs in the new Barrington Road monument sign.

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.

Finance Committee:

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

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. They host an annual Household Recycling Day to allow for the disposal of household products, such as electronics, bicycles and eye glasses not fit for disposal through the weekly scavenger program, as well as hazardous products such as oil and antifreeze. The event also provides document collection and shredding. 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 103 residents and 20 employees of the Village who have served this country. They also continue to collect supplies for soldiers who are serving overseas.

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 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. In Fiscal Year 2013 the Committee held a “Meet your Muslim Neighbor” event which was well attended.

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.

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.

The Hanover Park Business CONECT responsibilities include promoting Village business opportunities through promotional events and activities and providing feedback on business-related regulations and strategies. CONECT facilitates formal and informal networking opportunities at various Village functions and meetings with representatives of the business community. CONECT coordinates programs and activities on an ongoing basis including hosting the Hanover Park Chamber of Commerce Business after Hours networking event and a Realtor and Business reception to promote available resources and properties. Other activities CONECT coordinates are Ribbon Cuttings for new businesses, the Mayor's Choice Business of the Year Award and the Dine In Hanover Park restaurant coupon program.

Development Commission:

The Development Commission creates and maintains the Comprehensive Plan for the Village by providing long-term policy direction, reviewing all proposed developments and subdivisions in a timely and professional manner, providing thorough and concise recommendations to the Village Board, and conducting public hearings on all 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.

Labor & Employee Relations

The Village of Hanover Park has six labor unions which have ongoing collective bargaining. The labor contracts for MAP Sergeants (Police) and Teamsters (Public Works) are set to expire April 30, 2013. The IAFF (Firefighter/Paramedics) are subject to a wage reopener effective May 1, 2013. MAP Civilian (Police) is new bargaining unit created in Fiscal Year 2013. Negotiations for the contracts are currently underway and the implementation is still subject to mutually agreed upon terms by both the unions and the Village Board.

The Fiscal Year 2013-2014 reflects a total of one new full time employee position (1 FTE). This is the Community Development Director Position in the Community Development Department.

Fund Change

In accordance with generally accepted accounting principles, the Village annually reviews all funds to determine the minimum number of funds necessary for financial management and control. During Fiscal Year 2012, the Village added the Hanover Square Fund (Enterprise) and dissolved the Compensated Absences and Employee Benefits Funds (Internal Service) into the General Fund. The 2001 Debt Service Fund and the 2002 Debt Service Fund were closed at the end of Fiscal Year 2012, due to the final maturity of the Municipal Bonds. In addition, as part of the implementation of GASB Statement No. 54 Fund Balance Reporting and Governmental Fund Type Definitions the following funds were reclassified from Capital Projects Funds to Special Revenue Funds as part of the Fiscal Year 2012 Audit: Tax Increment Financing #2, Tax Increment Financing #3, Tax Increment Financing #4, Special Service Area #3, Special Service Area #4 and Special Service Area #5. There are no anticipated fund changes in Fiscal Year 2014.

Bond Rating

The Village's outstanding bond ratings are 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 updated during the refinancing of the 2004 General Obligation Bonds during Fiscal Year 2012.

Award for Distinguished Budget Preparation

For the 23rd consecutive year, the Government Finance Officers Association (GFOA) has presented an Award for Distinguished Budget Presentation to the Village of Hanover Park. To receive the Distinguished Budget Presentation award, a government entity must publish a budget document that meets program criteria as a policy document, operations guide, financial plan and communications device. We believe our current budget continues to meet program requirements and we will be submitting it to the GFOA to determine its eligibility for an award again this year.

Acknowledgements

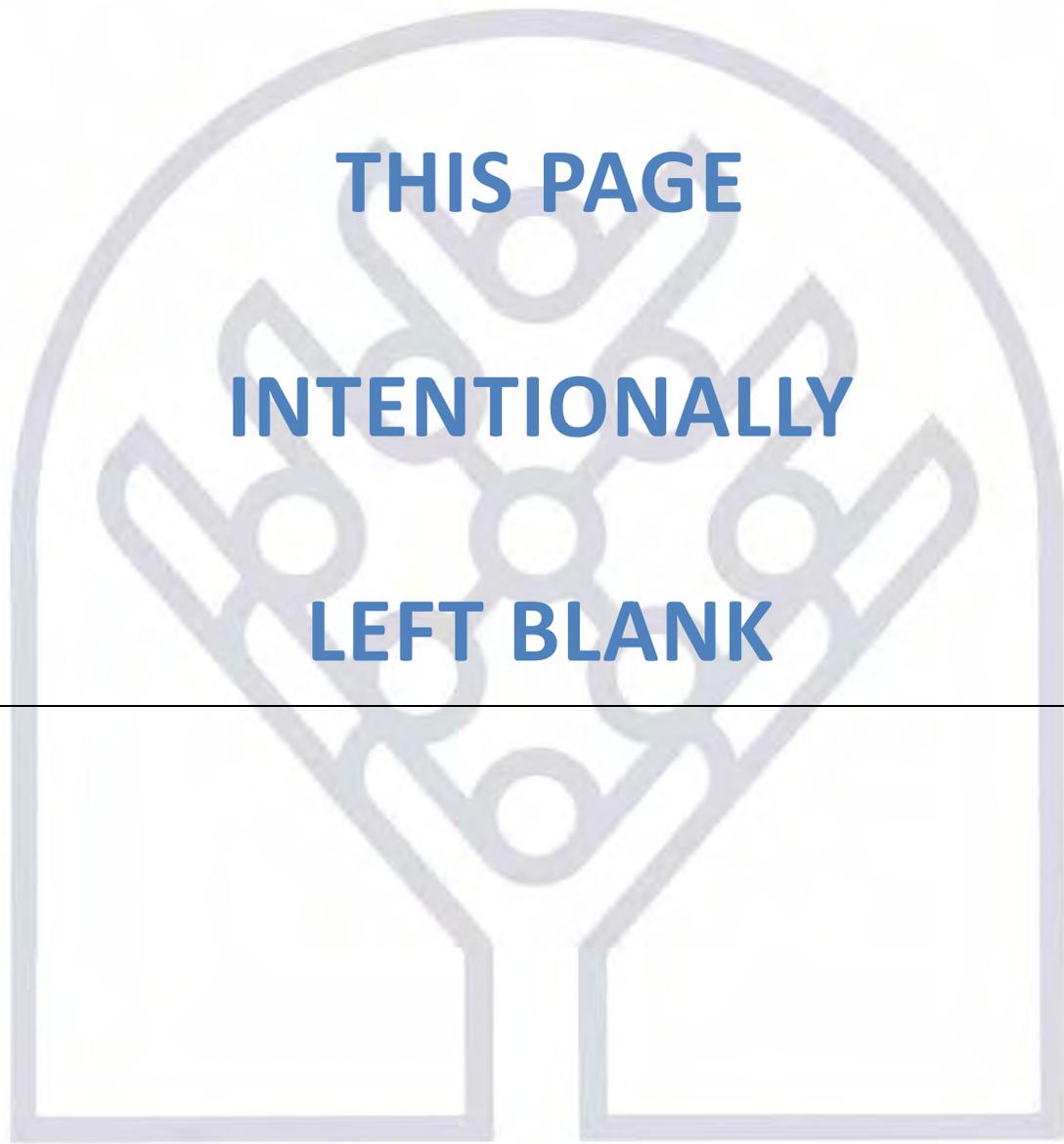
I would like to express my appreciation to the Village Board and Finance Committee for providing leadership and direction during the preparation of this budget document. I would also like to thank the dedicated Village Department Heads and their key staff members who worked countless hours to prepare this budget. Lastly, I wish to particularly acknowledge the hard work and dedication of the Finance Director and Assistant Finance Director. 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 Maller
Village Manager
March 15, 2014



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Hanover Park

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**

Hanover Park

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 195 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 purchase 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 24 civilian personnel. The Village has a fleet of 19 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 17 part-time firefighters. Firefighters are supplemented by a volunteer Chaplain and 15 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 45 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 150 vehicles.

EXHIBIT A

Statistics regarding the water utility include:

Population Served	37,973	
JAWA Lake Michigan Supplied	927,784	Kilo Gal.
Village Supplied	16,858	Kilo Gal.
Total Distribution Pumpage	944,642	Kilo Gal.
Daily Average Pumpage	2,581	Kilo Gal.
Miles of Water Mains	112.35	
Number of Metered Customers	10,281	

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>
2001	1,725	20,910,607
2002	1,636	12,440,657
2003	2,421	21,140,498
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

Taxes and Water and Sewer Charges

<u>Description</u>	<u>Rate</u>	<u>Applied to</u>
Municipal Taxes		
Municipal Sales Tax	1.0%	Retail Sales including groceries and drugs
Home Rule Sales Tax Rate	0.75%	Retail Sales excluding groceries and drugs
Food and Beverage Tax Rate	3.0%	Prepared food and liquor sales
Hotel/Motel Tax Rate	3.0%	Hotel/Motel stays
Real Estate Transfer Tax	\$1.50	Per \$500.00 in Real Estate Sales
Simplified Telecommunications Tax	6.00%	Telephone Bills
Natural Gas Use Tax*	2.25%	Natural Gas Use
Electric Use Tax*	2.25%	Electric Use

*Actual rates are per therm or kilowatt hours used, but approximate these percentages. The natural gas tax rate is 1.5 cents per therm used for and the electric tax rate varies based on the kilowatt hours used.

Water and Sewer Charges (Effective 1/1/2013)

Water Rate	\$7.07	Per 1,000 gallons of water Used
Service Fee of \$25 applied to every Bi-Monthly bill		
Sewer Rate		
Cook County	\$1.95	Per 1,000 gallons of water used
DuPage County	\$5.25	Per 1,000 gallons of water used

Demographics ⁽¹⁾

Socio-Economic Data (per 2010 census)

Population: 37,973
 Per Capita Income: \$22,643
 Median Household Income: \$63,649
 Total Employment: 19,669
 Unemployment Rate: 8.9%
 Median Value of Owner-Occupied Homes: \$219,400
 Total Housing Units: 11,483
 Total Households: 11,019
 Home Ownership Rate: 80.2%
 Housing Units in multi-unit structures: 18.2%
 Persons Per Household: 3.43

Age, Female and Male Distribution

<u>Subject</u>	<u>Number</u>	<u>Percent</u>
Male	19,176	50.5
Female	18,797	49.5
Under 5 years	3,000	7.9
Under 18 years	11,164	29.4
Ages 19 to 64 years	21,493	56.6
Age 65 and Older	2,316	6.1

<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 8.625% 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 2011 EAV, the maximum outstanding general obligation debt to be paid by property taxes would be \$52 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), 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 2014 Budget calendar is included in this exhibit. On November 1, 2012, a public hearing was held to allow the residents to speak about any topic relevant to the Village budget. On November 15, 2012 a Village Board workshop was held to allow department heads time to discuss their departments and priorities for Fiscal Year 2014. Also on November 1, 2012 a public hearing was 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 in November 2012. 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, Assistant 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 December 2012.

The Finance Committee is an integral component of the budget preparation process. The Finance Committee advised the Village Board on matters concerning Finance. At a Finance Committee meeting held on January 31, 2013, 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 February 21, 2013 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, and a Budget Law Public Hearing was conducted. The document was presented to the President and Board of Trustees for adoption prior to the beginning of the fiscal year on May 1, 2013.

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 May 1, 2013 to April 30, 2014.

FISCAL YEAR 2014 BUDGET CALENDAR

2012

NOVEMBER

- 1 Fiscal Year 2014 Budget Elected Official & Public Input at 6:00 p.m.
- 6 Distribute Budget Instruction Manual
- 15 Fiscal Year 2014 Budget Department Input Meeting at 6:00 p.m.

DECEMBER

- 12 All specific budget assigned areas, i.e. salaries, insurance, utility costs, etc. are to be available to Department Heads. Departments develop "final" budgets.
- 21 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.

JANUARY

- 7 -14 Weeks available for Budget Team review with Department Heads and Committee/Commission Chairpersons
- 23 Budget Revisions Due
- 31 Finance Committee Meeting at 5:00 p.m. – Preliminary Budget discussion

FEBRUARY

- 21 Present preliminary FY '14 Budget to Village President and Board of Trustees at Board Workshop
- 21-28 Open for Budget meetings with Village Board and Finance Committee, if needed

MARCH

- 1-20 Open for Budget meetings with Village Board and Finance Committee, if needed
- 1 Put FY'14 Budget on file for public review (10 days before Budget Law Hearing)
- 21 7:30 p.m. Budget Law Public Hearing on FY'14 Budget
- 21 7:30 p.m. Board Meeting - Pass Budget Ordinance adopting FY'14 Budget

APRIL

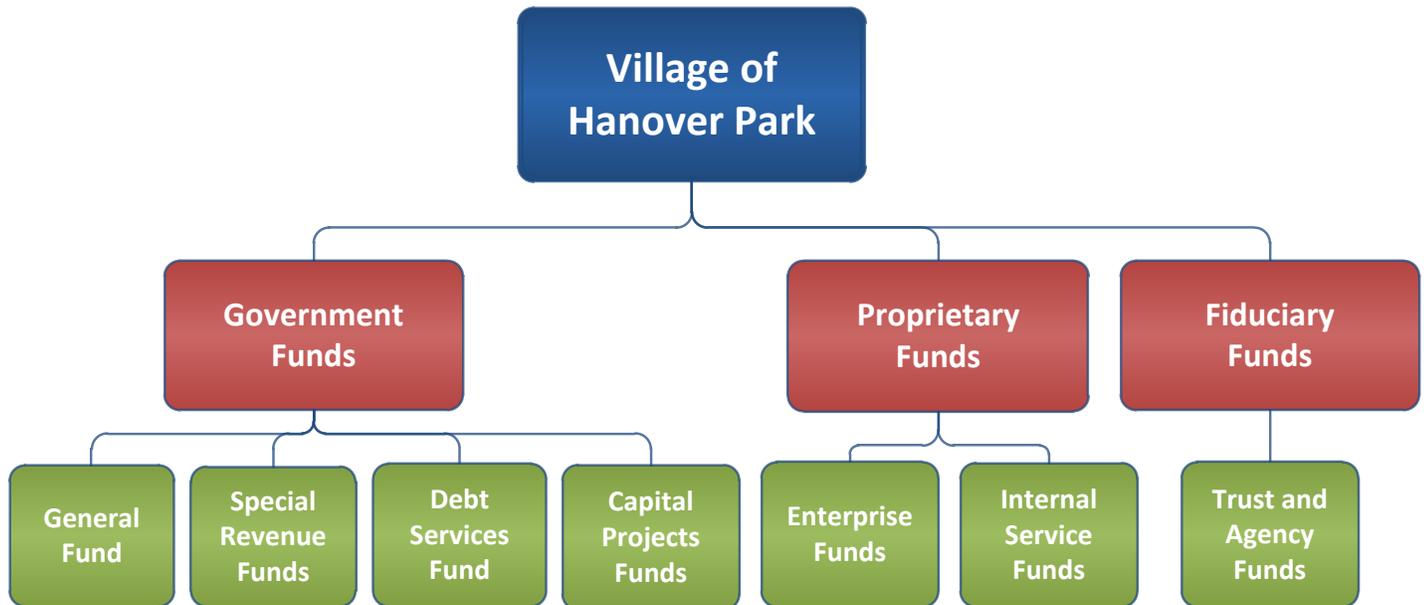
- 30 Deadline for adoption of FY'14 Budget

MAY

- 1 Start of Fiscal Year 2014

2013

FUND STRUCTURE AND DESCRIPTION OF FUNDS



The following major funds are budgeted:

Governmental Funds

General Fund, Motor Fuel Tax, General Obligation Bond Series of 2011, Municipal Building Fund

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). The Employee Compensated Absences Fund, an Internal Service Fund, is reported in the Village’s CAFR but not included in the budget document. A description of all of the Village’s funds follows:

GOVERNMENTAL FUNDS

General Fund

The General Fund accounts for resources traditionally associated with the Village's operations which are not required legally or by sound financial management 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 specific revenues that are legally restricted to expenditure for particular purposes.

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.

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.

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 Tanglewood multifamily housing units. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.

Tax Increment Finance Area #2 Fund

The Tax Increment Finance Area #2 Fund accounts for the financing of improvements in the Barrington-Irving Park Road Tax Increment Financing Redevelopment Project Area. Financing is provided by property tax increment within the district. TIF #2 closed on December 31, 2011.

Tax Increment Finance Area #3 Fund

The Tax Increment Finance Area #3 Fund accounts for the financing of improvements in the Village Center Tax Increment Financing Redevelopment Project Area. Initial financing has been provided by a transfer from the General Fund.

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. Initial funding was provided by a transfer from the General Fund. Revenues include incremental property taxes from the TIF district.

Debt Service Funds

Debt Service Funds are used to account for the accumulation of resources and payment of bond principal and interest.

Tax Increment Finance District Debt Service Fund

The Tax Increment Finance District Debt Service Fund accumulates resources for the payment of principal and interest on TIF #2 revenue bonds. Resources include incremental property taxes and sales taxes generated within the TIF. The final payment on the bonds was made in Fiscal Year 2010 and the fund was closed in Fiscal Year 2011 with excess funds transferred to the TIF #2 Capital Projects Fund.

Special Service Area Number Two Debt Service Fund

The Special Service Area Debt Service Fund accumulates resources for the payment of principal and interest on special service area bonds. Resources include special service area property taxes. This fund is reported as an Agency Fund for external financial reporting purposes. The final debt service payment was paid and the fund closed in fiscal year 2010.

General Obligation Bond Series of 2001

The General Obligation Bond Series of 2001 Fund (2001 GO Bond Fund) accounts for the accumulation of resources for payment of series 2001 bond principal and interest. Financing is provided by property taxes. The final debt service payment was paid and the fund closed in fiscal year 2012.

General Obligation Refunding Bond Series of 2002

The General Obligation Refunding Bond Series of 2002 Fund (2002 GO Bond Fund) accounts for the accumulation of resources for payment of series 2002 bond principal and interest. Financing is provided by property taxes and real estate transfer taxes. Proceeds from this bond issue were used to refund the 1996 General Obligation bonds which were issued to pay for a judgment against the Village. The final debt service payment was paid and the fund closed in fiscal year 2012.

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.

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.

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.

Capital Projects Funds

Capital Projects Funds are used to account for the acquisition and construction of major capital facilities other than those financed by proprietary funds and trust 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.

Municipal Building Fund

The Municipal Building Fund is used to accumulate resources for the construction of a new Police facility and modifications to the existing Village Hall to accommodate remaining staff. Initial funding was provided by a transfer from the General Fund.

PROPRIETARY FUNDS

Enterprise Funds

Enterprise Funds are used to account for operations that are financed and operated in a manner similar to private business enterprises. The intent of the Village Board is that the cost of providing these services be financed or recovered through user charges.

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.

Internal Service Funds

Internal Service Funds are used to account for the financing of goods or services provided by one department to other departments of the village 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.

Employee Compensated Absences Fund

The Employee Compensated Absences Fund is used to account for the accumulation of resources to fund the compensated absences liability for the General Fund. Financing is provided by transfers from the General Fund. This fund is not appropriated. This fund is reported in the Governmental Activities column in the Village's government-wide financial statements. The Fund was closed and the remaining balance was transferred to the general fund in Fiscal Year 2012.

Employee Benefits Fund

The Employee Benefits Fund is used to account for the accumulation of resources to fund the other post-employment benefits liability for the General Fund. Funding is provided by the IPBC Terminal Reserve balance. This fund is reported in the Governmental Activities column in the Village's Government-Wide Financial Statements. The Fund was closed and the remaining balance was transferred to the general fund in Fiscal Year 2012.

FIDUCIARY FUNDS

Trust and Agency Funds

Trust funds are used to account for assets held by the Village in a trustee capacity.

Police Pension Fund

The Police Pension Fund accounts for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by police employees at a rate fixed by law and by the Village based on an actuarial analysis.

Firefighters Pension Fund

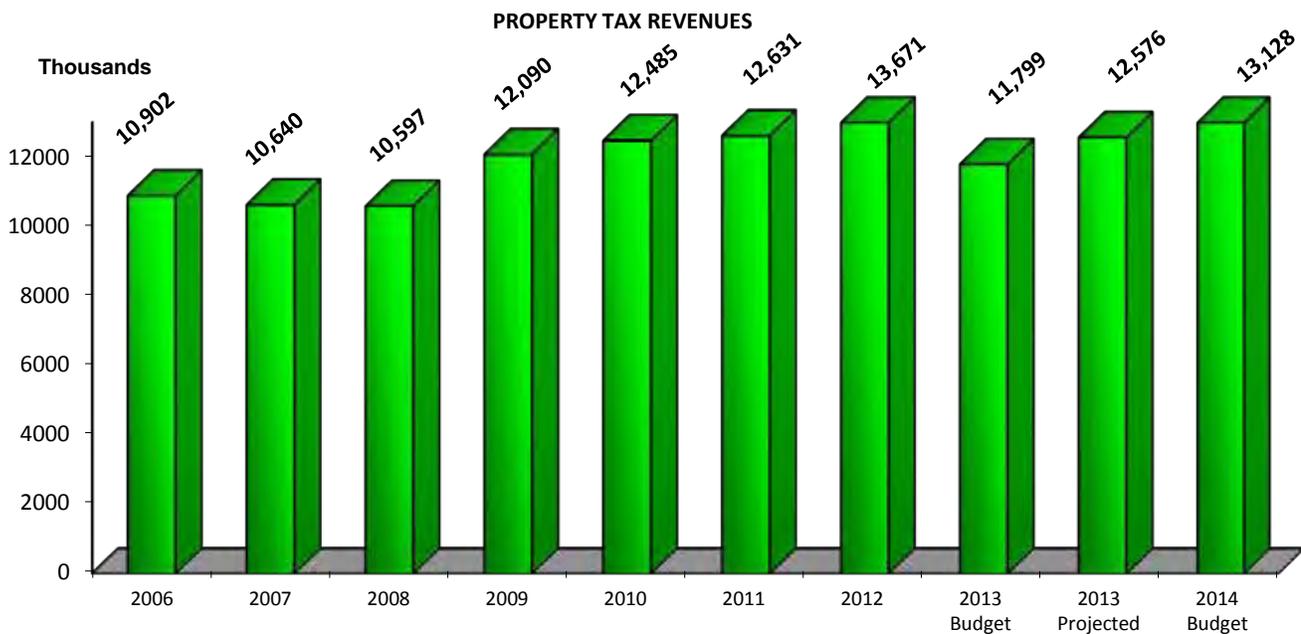
The Firefighters Pension Fund accounts for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by fire employees at a rate fixed by law and by the Village based on an actuarial analysis.

REVENUE TRENDS AND PROJECTIONS

Property Taxes – This category includes Property taxes, Personal Property Replacement taxes, Road and Bridge taxes and all Special Service Area and Tax Increment Financing District taxes. Property taxes are the Village’s single largest source of revenue. Property taxes account for 22.76% of total revenues for the Village.

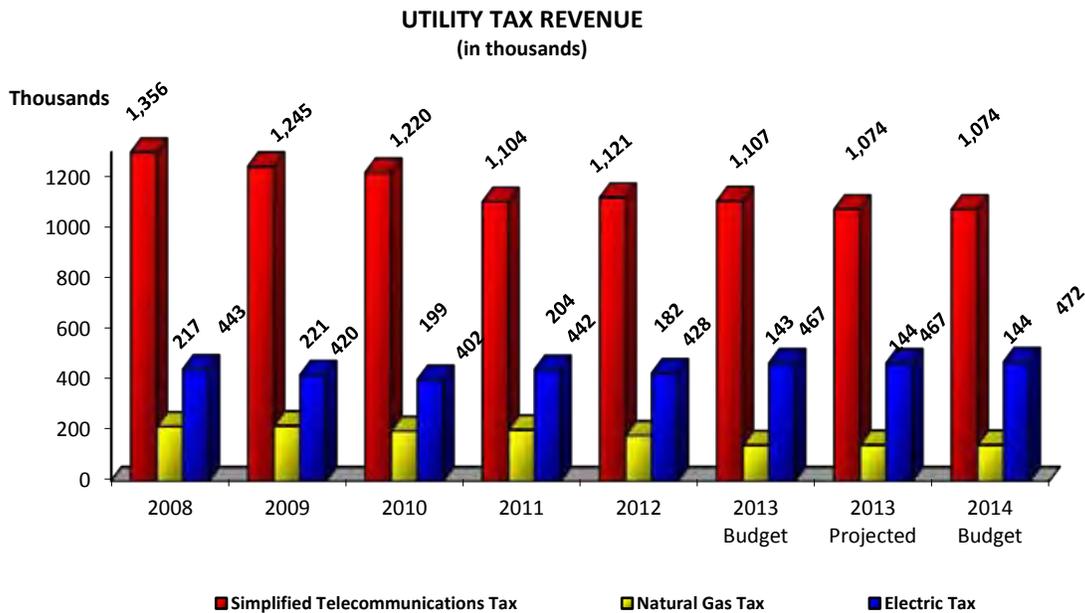
The Village Board has attempted to limit property tax increases with the emphasis on trying to reduce the impact on the average taxpayer. It is considered revenue of last resort and attempts are continually made to find other sources of revenue to fund Village operations before property taxes are raised. There is a 4.99% property tax increase budgeted in Fiscal Year 2014. Various user fees were increased in Fiscal Year 2005 and in Fiscal Year 2013 to reduce the Village’s reliance on the property tax. In Fiscal Year 2006, the Simplified Telecommunications Tax rate was increased from 3.25% to 6.0% to continue this trend. In addition, the Village increased the Home Rule Sales Tax from 0.50% to 0.75% starting in Fiscal Year 2014, 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 the property contained in 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.



2006 - 2012: Actual Revenues.

The Village has attempted to maintain a blended tax rate at or below \$1.591 per \$100 of assessed value and to not increase the total levy by more than 5% over the prior year’s extended levy. Property tax revenues in the Fiscal Year 2006 budget increased more than 5% due to the issuance of the General Obligation Bonds, Series 2004 during the previous fiscal year. In Fiscal Year 2012, these bonds were refinanced to reduce the costs. These bonds are to be financed by property tax revenues. The increase from 2011 to 2012 was due to the 2010 and 2010A General Obligation Bonds being issued. There is a 4.99% budgeted increase in property taxes for FY 2014. Additional information and graphs regarding property taxes and assessed values are contained in Exhibits G and H later in this section.

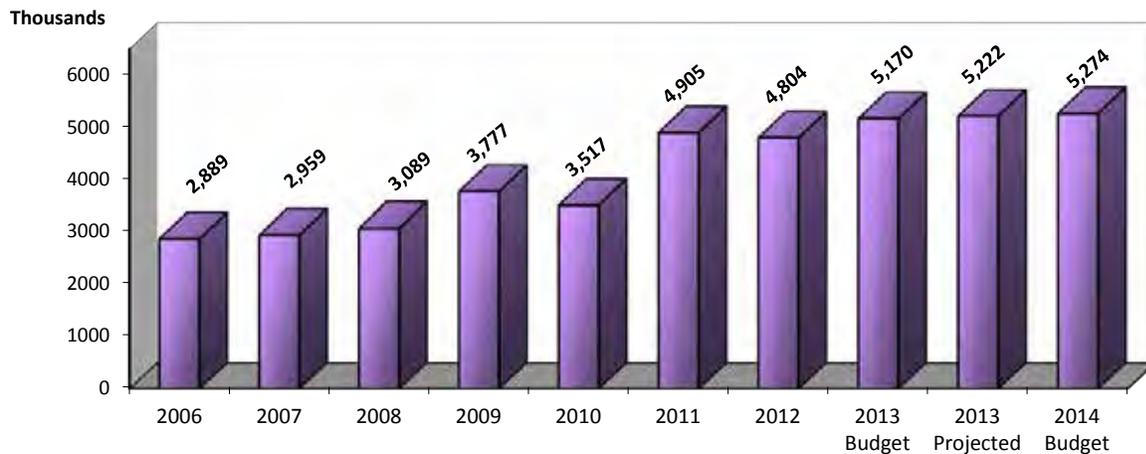


2008 – 2012: Actual Revenues

Utility Taxes – Utility taxes include the Simplified Telecommunications Tax and a natural gas and electric use tax. During Fiscal Year 2003, the Village instituted the utility/use tax on telecommunications, natural gas and electric to reduce the Village’s reliance on property tax revenue and allow for the elimination of vehicle stickers. The tax rate on electric and gas approximates 2.25%. In Fiscal Year 2004, the 1% infrastructure maintenance fees on telecommunications were combined with the 2.25% telecommunications tax via the new State Simplified Telecommunication Tax for a total of 3.25%. The Simplified Telecommunications Tax has performed very well, however; natural gas and electric use tax revenues have been less than originally anticipated.

Simplified Telecommunication Tax revenues increased significantly in Fiscal Year 2006 due to an approved increase in the Simplified Telecommunications Tax rate. The rate was raised from 3.25% to 6.0% effective July 1, 2005. A 3.0% decrease was budgeted for this revenue in Fiscal Year 2014 over the prior year’s budget amount based on the trended performance from 2007 through 2012. The Fiscal Year 2014 budget remains flat compared to the 2013 Projections. Revenues for electric tax are expected to increase slightly, while natural gas tax revenues are expected to remain relatively flat for Fiscal Year 2014.

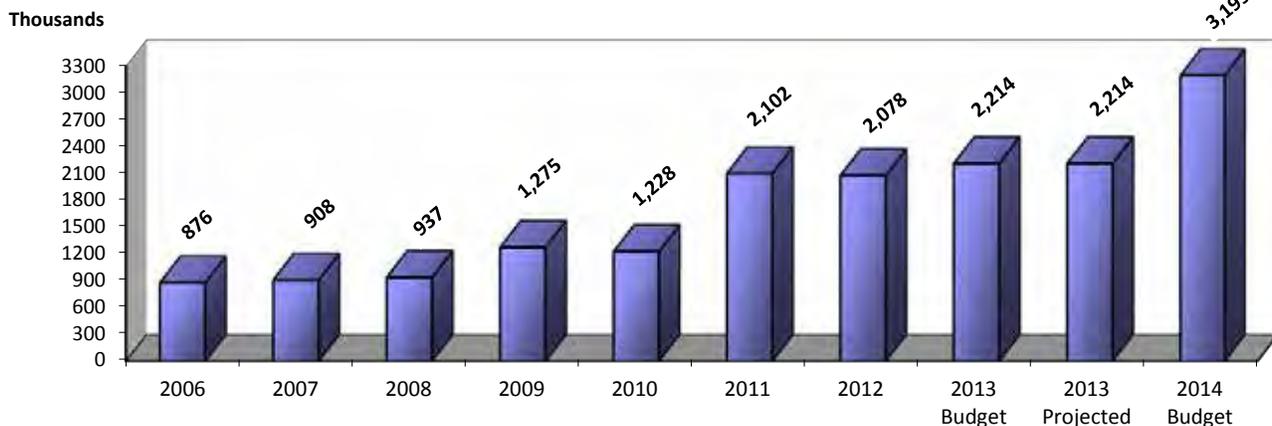
SALES AND USE TAX REVENUES



2006 - 2012: Actual Revenues

Sales and Use Tax – Another major source of revenue for the Village is sales tax revenues. The Village receives one cent (\$0.01) per dollar of retail sales, which is collected by the State and then distributed to the Village. This source of revenue is directly related to economic development activity in the Village and is also influenced by general economic conditions. Sales tax revenues rose significantly in 2009 due to Insight, a mail-order computer product company, moving its headquarters to the Village and a new larger Menard’s home improvement store that was constructed in the Village. Although sales at other businesses in the Village have declined, sales tax revenues increased significantly in 2011 a change in accounting for sales tax incentive agreements. An increase in use tax revenues is expected mirror sales tax. In the future (2014 and beyond), sales tax revenues are expected to pick up due to additional economic development in the new Village Shopping Center, A new anchor store moving into the Westview Shopping Center, and an overall improvement in economic conditions.

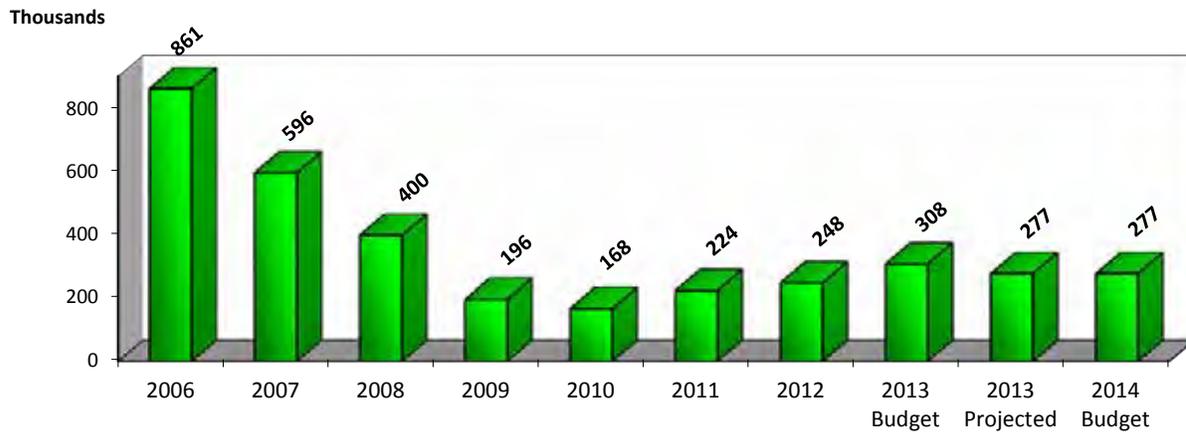
HOME-RULE SALES TAX REVENUES



2006 – 2012: Actual Revenues

Home-Rule Sales Tax Revenues – The Village of Hanover Park is a home-rule municipality. State statutes allow home-rule municipalities the ability of imposing an additional sales tax on all retail sales items except food and drugs. The Village instituted a home-rule sales tax of one-half of one percent (1/2%) in Fiscal Year 1995 and increased the tax to three-fourth of one percent (3/4%) in Fiscal Year 2014. This revenue has followed the pattern of general sales tax revenue in being impacted by economic development and the performance of the local economy.

REAL ESTATE TRANSFER TAX REVENUES

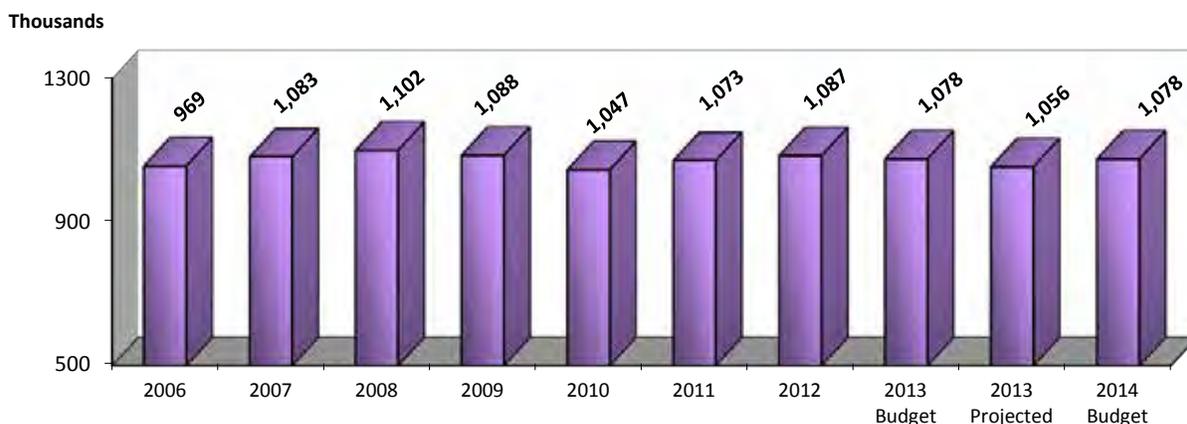


2005 - 2011: Actual Revenues

Real Estate Transfer Tax – The Village’s real estate transfer tax is \$1.50 per \$500.00 in property value and is paid by the seller of the property. This tax was instituted in late Fiscal Year 1997 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 Fiscal Year 2012. Once the Bonds were paid, all real estate transfer tax revenues began flowing through the General fund. 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 before real estate transfer tax stamps are issued.

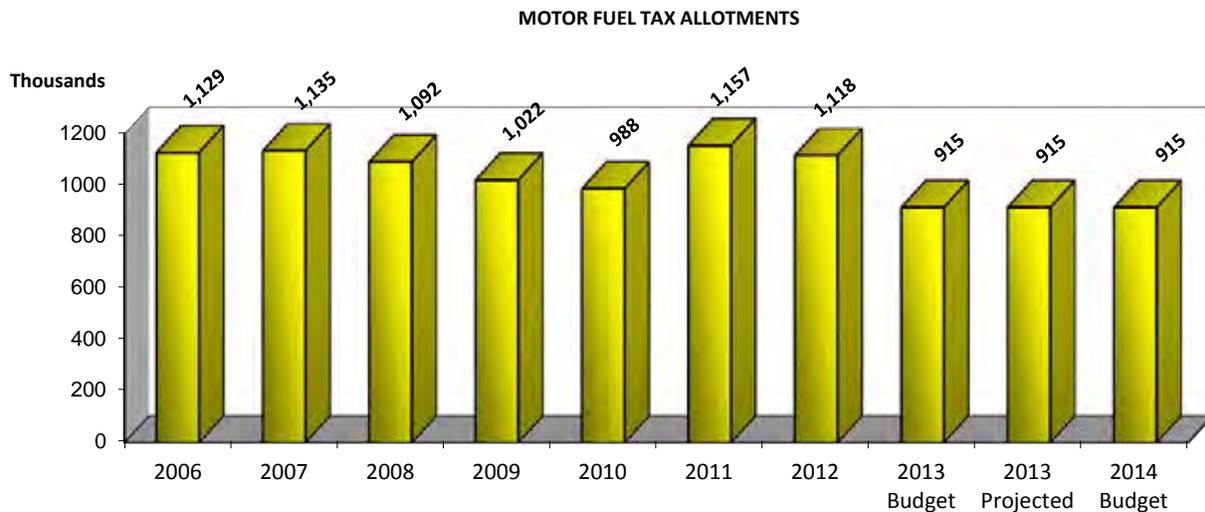
Since 2006, Real Estate Transfer Tax revenue has declined due to the downturn in the housing market, increase in foreclosure homes and a decrease in home values. Revenues increased slightly in 2011 over the 2010 actual amount due to an increase in the sale of foreclosed homes and the restarted construction at Church Street Station. Fiscal Year 2014 is projecting a zero percent increase compared to the Fiscal Year 2013 Projection.

FOOD & BEVERAGE TAX REVENUES



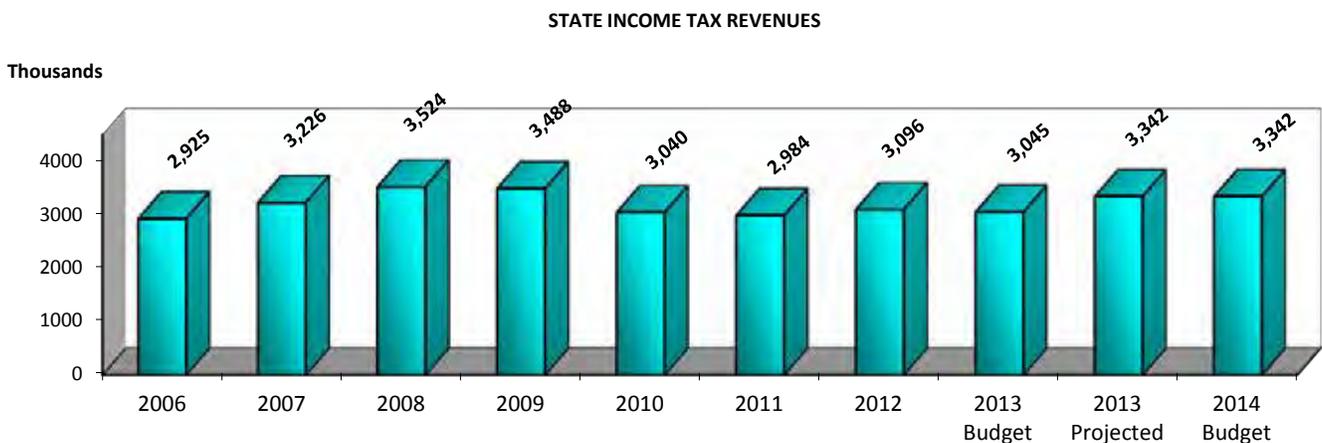
2006 - 2012: Actual Revenues

Food and Beverage Tax Revenues – The Village implemented a three percent (3%) tax on prepared food and beverages in the 1980s. This revenue has generally increased prior to 2006 at inflationary levels but since 2009 has remained relatively stagnant. In Fiscal Year 2014 and future years, this revenue should increase at inflationary levels.



2006 - 2012: Actual Revenues

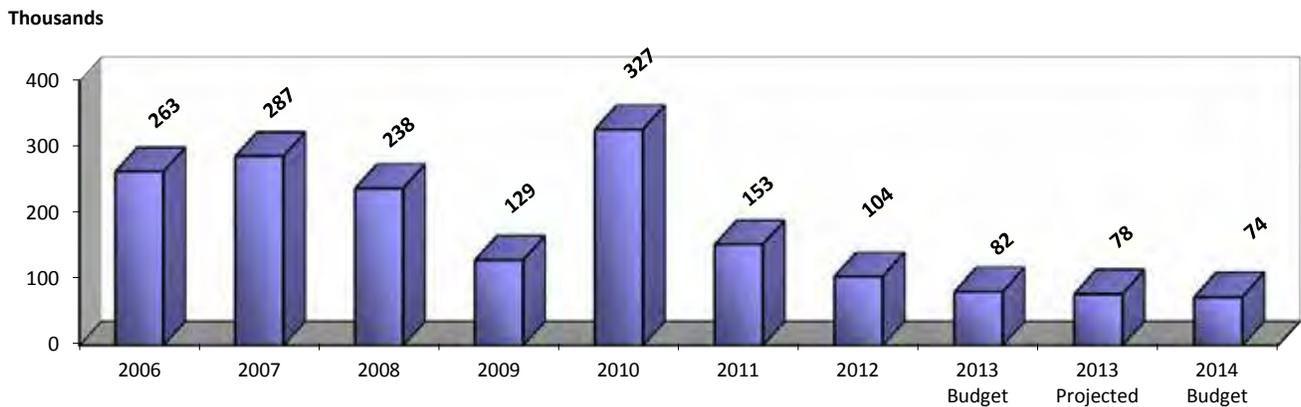
Motor Fuel Tax – This State-shared source of revenue is derived from taxes on gasoline and diesel fuels and is distributed based on population. These revenues are affected by use of motor vehicles and also fluctuations in gasoline prices. A slight decrease in this revenue occurred in Fiscal Year 2010 caused by reduced consumption due to economic conditions, but recovered in Fiscal Year 2011. Fiscal Year 2014 revenues are expected to remain steady as compared to the Fiscal Year 2013.



2006 - 2012: Actual Revenues

State Income Tax – This revenue is another State-shared revenue that is distributed based on population. Revenues declined steadily from 2010 through 2011 due to statewide economic conditions. An increase in this revenue was realized in Fiscal Years 2012 due to slight improvements in the economic condition of the State economy and a decrease in the unemployment rate. In Fiscal Year 2013, revenues have increased, showing signs of additional economic recovery. Future revenues are conservative for Fiscal Year 2014 is projected the same level as the 2013 projections.

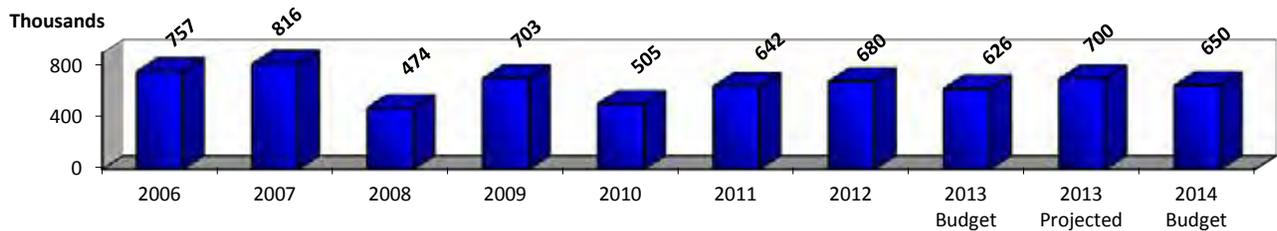
BUILDING PERMIT REVENUES



2006 - 2012: Actual Revenues

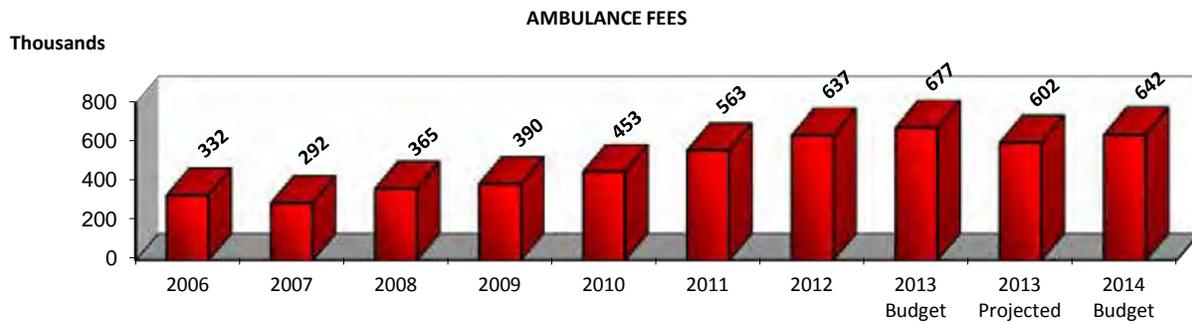
Building Permit Revenue – Building permit revenues are directly tied to economic growth and development within the Village. The Village experienced the majority of its residential growth in the 60s, 70s and 80s. Growth during the 1990s and through Fiscal Year 2002 was due mainly to development of several business parks within the Village. A new residential development was constructed in the Village beginning in Fiscal Year 2003 through 2008. The actual revenues in those fiscal years reflect this development. Construction of a new mixed-use development, Church Street Station, began in 2005 and continued through 2008 until the developer filed for bankruptcy. A significant portion of construction of the new Church Street Station development in Cook County was in Fiscal Years 2007 and 2008. In 2010, construction began again in this development by M/I Homes, the developer that bought the property in a bankruptcy sale. This is a transit-oriented development near the commuter station and combines residential and commercial units. Commercial development also occurred in 2010 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 2010, building permit revenues have decreased and remain stagnant as the economic conditions for building or renovating facilities is still slow to recover. Activity is expected to decrease in 2013 and remain close to constant in 2014.

VEHICLE IMPOUNDMENT FEES



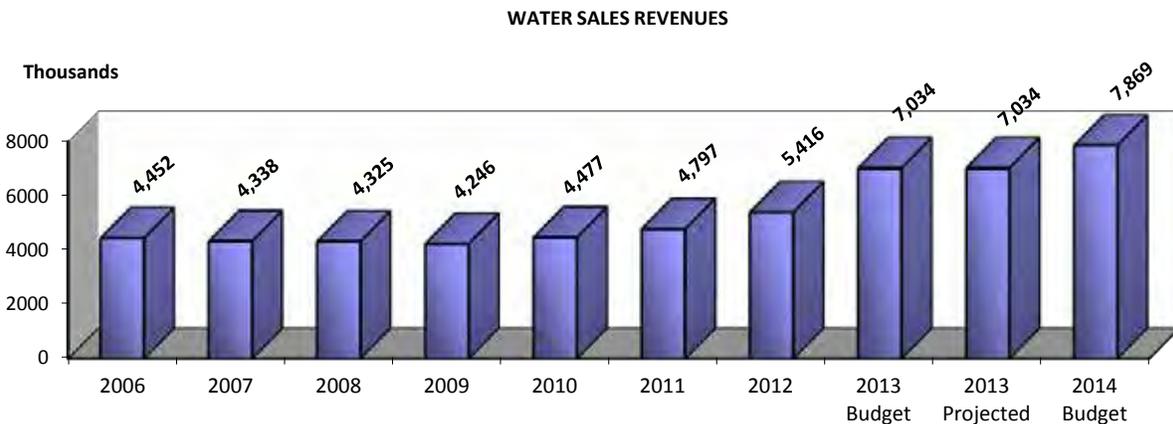
2006-2012: Actual Revenues

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. Fiscal Year 2008 revenues decreased due to modifications to the ordinance during Fiscal Year 2007 in response to a court case. Gradual increases have occurred since 2010 and the Village anticipates an increase in Fiscal Year 2014 compared to the Fiscal Year 2013 Budgeted amount.



2006–2012: Actual Revenues

Ambulance Fees – Ambulance fees are directly associated with Fire Department paramedic activities. Ambulance fees were increased in Fiscal Year 2005 to offset the cost of additional Fire Department personnel. Since 2008, gradual increases in ambulance revenues have occurred due to an increase in call volume. Starting in Fiscal Year 2012, The Fire Department started non-emergency ambulance transfers through the Claremont rehabilitation center. Non-emergency transfer revenue has been minimal, but the Village is working diligently to increase transfers for potential additional revenues.

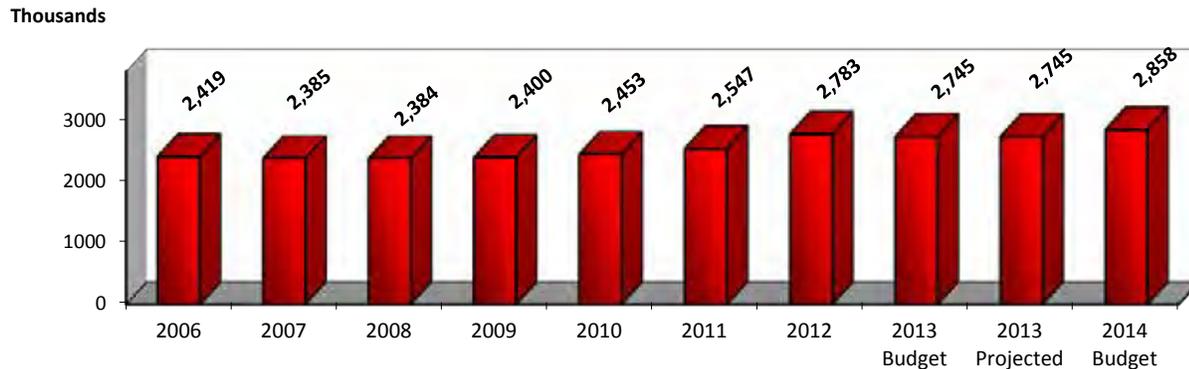


2006 - 2012: Actual Revenues

Water Sales Revenues – Water revenues are based on the number of gallons used by individual homes and businesses. Water rates are developed to recover the cost of providing potable water to the Village users. 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. Water consumption fluctuated in Fiscal Years 2006 through Fiscal Year 2010, increasing and decreasing due to weather related water consumption changes. In wetter summers, the water consumption would decrease.

Because the Village obtains its water from the City, we are subject to any increase the City issues. In January, 2012, the City of Chicago announced a four-year set of rate increases starting in 2012 through 2015. As part of this rate adjustment, the minimum bill consumption amount eliminated and replaced with a flat bi-monthly service fee. Fiscal Year 2013 revenues are higher due to scheduled water rate increases that go into effect May 1, 2012. Fiscal Year 2014 revenues are also budgeted higher because of the scheduled water rate increases. Water sales revenues are continually monitored to ensure that they are sufficient to cover operating expenses and partially fund future capital replacements.

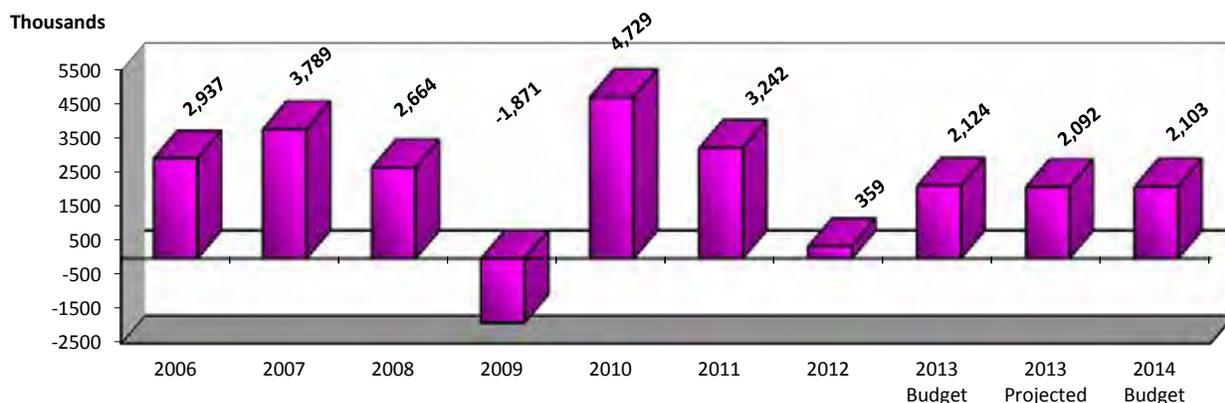
SEWER SALES REVENUES



2006 - 2012: Actual Revenues

Sewer Sales Revenues – Sewer sales revenues have 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 recover revenues through a property tax levy. DuPage County residents have their sewage treated by the Village’s wastewater treatment plant. Revenues are determined by the amount of water sold to individual homes and businesses. 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 Fiscal Year 2006 this credit was expanded to include three bills each year to encompass all the summer months. Fiscal Years 2008 through 2011 have shown slight increases due to a previous four-year rate increase. Due to the City of Chicago raising water rates again in early calendar year 2012, a four-year rate increase has been approved effective May 1, 2012 through 2015. Fiscal Year 2014 budgeted revenues include the planned rate increase.

INVESTMENT REVENUES



2006 - 2012: Actual Revenues

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.

Revenues increased in 2006 and 2007 due to an improvement in the stock market and an increase in interest rates. In Fiscal Year 2008, revenues declined due to lower interest rates and a decline in stock market performance. In 2009, interest rates continued to decline and the stock market dropped by almost 50%. This resulted in negative earning 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 2012 due to the fair values of investments declining, but they regained value in the following year. Fiscal Year 2013 is projected to earn slightly less than the budgeted amount, and Fiscal Year 2014 is budgeted more conservatively due to the economic instability.

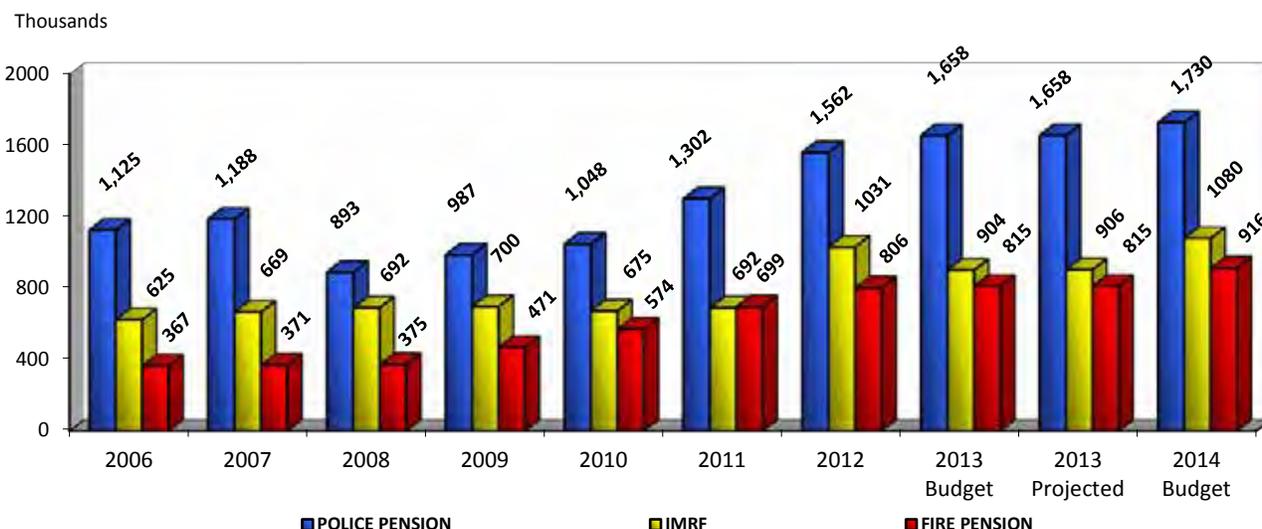
EXPENDITURE TRENDS AND PROJECTIONS

Personal 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 Personal Services expenditures are budgeted at \$27,193,127, approximately 49.21% of total Village expenditures. The Village currently has six unionized labor groups that have collective bargaining agreements. Teamster 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 Fiscal Year 2013 budgeted salary amounts include provisions for 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 amount of the budgeted employer pension contribution for Police and Fire Pension Funds is based on an annual actuarial analysis. Eligible Police and Fire Department employees contribute 9.91% and 9.455% of their salary to the funds respectively. Participating members in IMRF contribute 4.5% of their annual salary. The Village is required to contribute the remaining amounts necessary to fund the IMRF as specified by statute.

EMPLOYER PENSION CONTRIBUTIONS



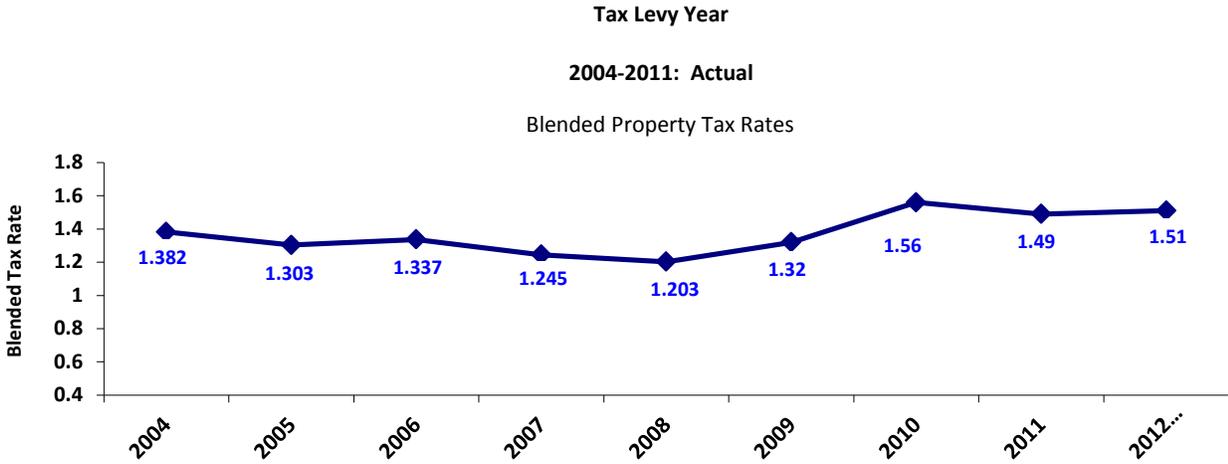
2006 - 2012: Actual Expenditures

All pension fund contributions are expected to increase in Fiscal Year 2014 due to Actuarial analysis and changes in State laws on what % of the pension needs to be funded.

EXHIBIT G

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

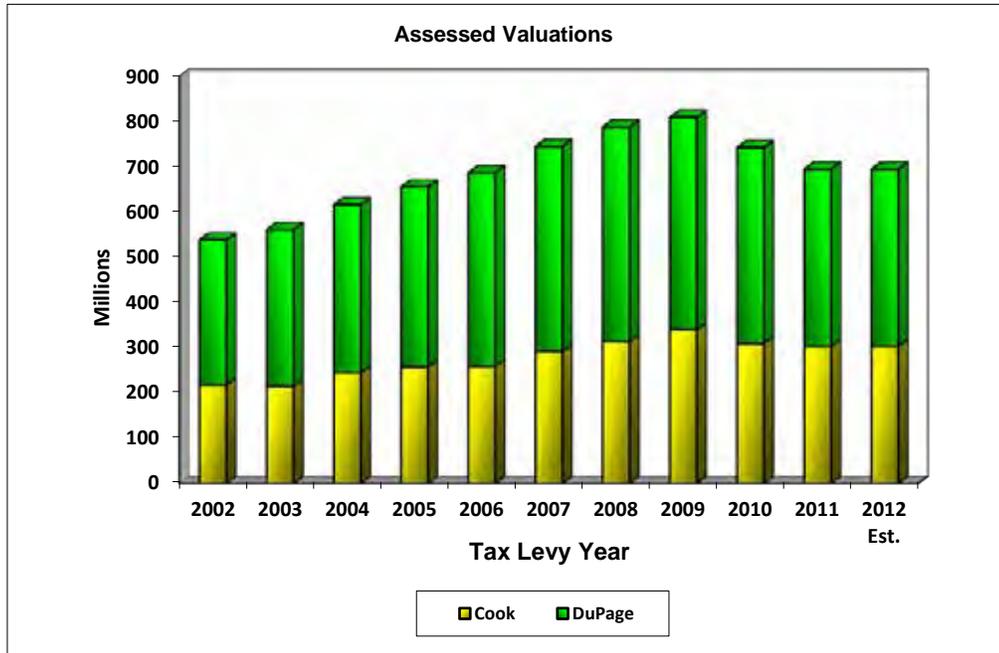
Fiscal Year	2011		2012		2013		2014	
Tax Levy Year	2009 Extended		2010 Extended		2011 Extended		2012 Estimated	
General	\$	4,316,121	\$	4,756,709	\$	5,091,702	\$	4,781,951
General-Fire	\$	4,575,911	\$	4,660,439	\$	4,639,450	\$	5,434,785
Total Corporate	\$	8,892,032	\$	9,417,148	\$	9,731,152	\$	10,216,736
Debt Service								
2001 GO Bonds	\$	477,687	\$	469,288			\$	-
2002 GO Bonds	\$	178,645	\$	184,292			\$	-
2004/2011 GO Bonds	\$	295,427	\$	288,453	\$	658,039	\$	616,636
2010 GO Bonds	\$	-	\$	413,617	\$	674,409	\$	244,440
2010A GO Bonds			\$	308,996	\$	92,628	\$	641,013
Net Debt Service Levy	\$	951,759	\$	1,664,646	\$	1,425,076	\$	1,502,089
Total Levy	\$	9,843,791	\$	11,081,794	\$	11,156,228	\$	11,718,825



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 decreased in 2005, 2008, and 2011 due to the triennial reassessment in Cook County. The Village rate increased in 2004 as a result of the levy for the 2004 General Obligation Bonds, as well as in 2010 due to the additional Debt Service Bonds issued for the new police building. It is expected to remain relatively flat between 2011 and 2012 Levy year. The equalized assessed value (EAV) fluctuates and that also causes the slight fluctuations in the tax rate.

EXHIBIT H

Assessed Valuations/ Annual Tax Levies

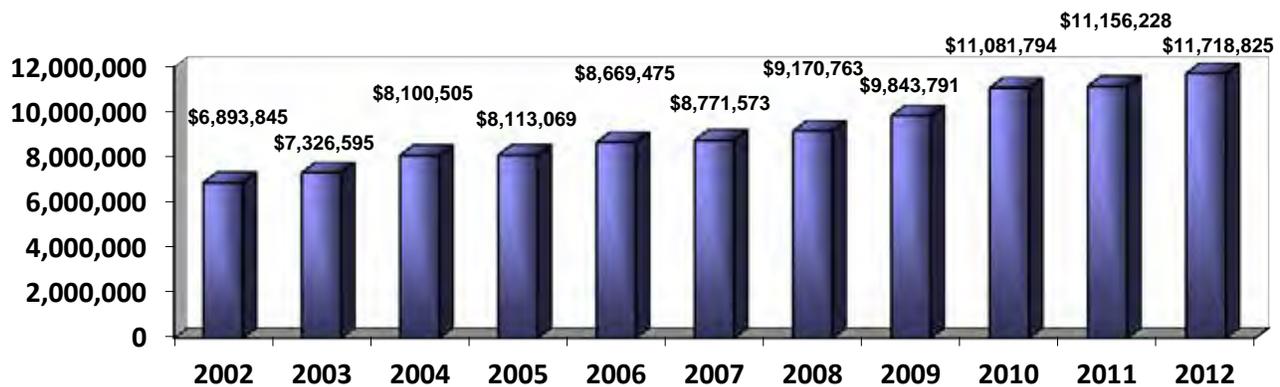


Total Assessed Value In Millions	
2002	539,115
2003	561,449
2004	617,180
2005	656,485
2006	687,946
2007	746,188
2008	789,205
2009	810,756
2010	743,653
2011	695,936
2012	695,936

2002-2011: Actual 2012: Estimated

The Village's total assessed value has increased steadily through 2008. The EAV in 2009 remained flat in Cook County and decreased 1.00% in DuPage County for an overall decrease of about 1%. In 2011, the EAV decreased in Cook County and DuPage County due to a decline in property values. The estimated EAV for the 2012 Tax Levy is expected to remain flat.

Annual Tax Levies



2002-2011: Actual Extended Levy 2012: Estimated Levy

The levy increases have been limited to no more than 5% except in 2004 and 2010. The total levy increases are higher in 2004 and 2010 as a result of issuing the 2004, 2010 and 2010A General Obligation Bonds. The 2012 levy is expected to increase due to an approved 4.99% levy increase.

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Hanover Park

BUDGET SUMMARY

Budget Summary-Total by Fund-Revenues and Other Financing Sources

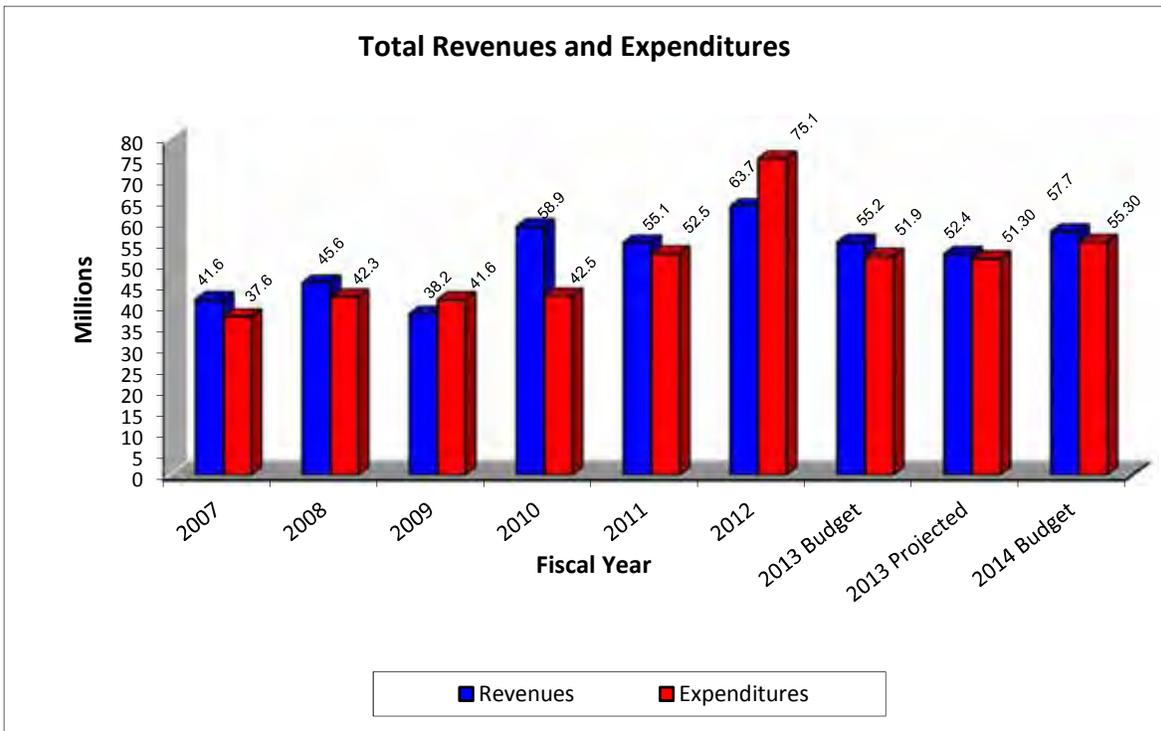
Budget Summary-Total by Fund-Expenditures and Other Financing Uses

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



Fiscal years 2007 through 2012: Actual Revenues and Expenditures

Increase in revenues and expenditures in the 2010, 2011 and 2012 fiscal year is due to the issuance and of bonds and the related expenditures for the construction of the new police station.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Fiscal Year Ending April 30, 2014

Fund	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources					
General	\$ 26,195,317	\$ 30,301,117	\$ 28,905,047	\$ 28,956,112	\$ 29,754,222
Special Revenue Funds					
Road and Bridge	261,372	138,170	115,203	111,598	171,512
Motor Fuel Tax	1,601,607	1,159,787	2,434,196	992,762	1,801,611
SSA #3	45,353	480	20,425	20,425	44,500
SSA #4	19,158	30,999	29,845	29,845	29,885
SSA #5	361,749	175,423	367,710	315,020	385,000
TIF #2	3,202,953	865,692	-	-	-
TIF #3	733,743	973,305	678,250	1,637,951	1,885,000
TIF #4	244,038	247,230	342,954	100	61,500
	<u>6,469,973</u>	<u>3,591,086</u>	<u>3,988,583</u>	<u>3,107,701</u>	<u>4,379,008</u>
Debt Service Funds					
TIF Debt Service	-	-	-	-	-
SSA Debt Service	11	-	-	-	-
2001 General Obligation Bonds	461,525	382,677	-	-	-
2002 General Obligation Bond	397,614	1,003,616	-	-	-
2010 General Obligation Bonds	167,264	613,150	835,896	836,197	795,610
2010A General Obligation Bonds	54,383	375,100	299,388	194,860	349,538
2011 General Obligation Bonds	284,504	7,516,917	639,847	639,997	641,513
	<u>1,365,301</u>	<u>9,891,460</u>	<u>1,775,131</u>	<u>1,671,054</u>	<u>1,786,661</u>
Capital Projects Funds					
SSA #6	36	123,522	77,038	77,038	101,207
General Capital Projects	870,681	1,453,523	1,565,682	871,629	1,812,825
Municipal Building Fund	5,923,008	1,269,636	-	-	-
	<u>6,793,725</u>	<u>2,846,681</u>	<u>1,642,720</u>	<u>948,667</u>	<u>1,914,032</u>
Enterprise Funds					
Water and Sewer	7,988,661	8,965,493	11,049,426	10,518,636	12,123,132
Commuter Parking Lot	266,809	328,852	409,336	339,405	412,323
Hanover Square	-	3,036,916	653,220	676,128	750,000
	<u>8,255,470</u>	<u>12,331,261</u>	<u>12,111,982</u>	<u>11,534,169</u>	<u>13,285,455</u>
Internal Service Fund					
Central Equipment	261,153	335,654	1,546,207	983,132	1,169,707
Employee Benefits	(12,026)	1,020,792	-	-	-
	<u>249,127</u>	<u>1,356,446</u>	<u>1,546,207</u>	<u>983,132</u>	<u>1,169,707</u>
Trust and Agency Funds					
Police Pension	3,676,677	2,222,360	3,356,876	3,393,229	3,457,839
Fire Pension	2,067,604	1,173,151	1,831,980	1,797,433	1,942,279
	<u>5,744,281</u>	<u>3,395,511</u>	<u>5,188,856</u>	<u>5,190,662</u>	<u>5,400,118</u>
Total Revenues	<u>\$ 55,073,194</u>	<u>\$ 63,713,562</u>	<u>\$ 55,158,526</u>	<u>\$ 52,391,497</u>	<u>\$ 57,689,203</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Fiscal Year Ending April 30, 2014

Fund	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses					
General	\$ 25,267,861	\$ 29,231,302	\$ 28,905,047	\$ 28,776,044	\$ 29,754,222
Special Revenue Funds					
Road and Bridge	242,308	61,552	115,203	110,816	140,000
Motor Fuel Tax	1,501,848	1,481,830	2,434,196	1,984,263	1,801,611
SSA #3	16,384	15,379	20,400	20,400	44,500
SSA #4	26,210	23,900	29,800	29,800	29,800
SSA #5	274,070	83,464	234,000	234,678	385,000
TIF #2	514,658	4,842,337	-	359,879	-
TIF #3	397,282	3,147,760	655,545	1,061,808	1,885,000
TIF #4	537,987	412,960	223,185	46,596	61,500
	<u>3,510,747</u>	<u>10,069,182</u>	<u>3,712,329</u>	<u>3,848,240</u>	<u>4,347,411</u>
Debt Service Funds					
TIF Debt Service	1,310,369	-	-	-	-
SSA Debt Service	12,962	-	-	-	-
2001 General Obligation Bonds	450,875	534,592	-	-	-
2002 General Obligation Bond	673,789	683,100	-	-	-
2010 General Obligation Bonds	354,760	515,788	795,360	795,460	795,610
2010A General Obligation Bonds	-	298,985	299,388	299,488	349,538
2011 General Obligation Bonds	278,849	7,401,394	639,847	640,097	641,513
	<u>3,081,604</u>	<u>9,433,859</u>	<u>1,734,595</u>	<u>1,735,045</u>	<u>1,786,661</u>
Capital Projects Funds					
SSA #6	421,842	-	77,013	77,013	101,207
General Capital Projects	2,442,471	1,402,935	1,304,182	824,182	1,812,825
Municipal Building Fund	6,469,777	11,573,456	-	338,676	-
	<u>9,334,090</u>	<u>12,976,391</u>	<u>1,381,195</u>	<u>1,239,871</u>	<u>1,914,032</u>
Enterprise Funds					
Water and Sewer	8,182,657	8,602,352	11,049,426	10,214,073	12,123,132
Commuter Parking Lot	330,387	309,015	409,336	411,768	412,323
Hanover Square	-	104,675	465,590	933,579	750,000
	<u>8,513,044</u>	<u>9,016,042</u>	<u>11,924,352</u>	<u>11,559,420</u>	<u>13,285,455</u>
Internal Service Fund					
Central Equipment	581,434	460,374	1,546,207	1,447,707	1,169,707
Employee Benefits	237,091	1,528,619	-	-	-
	<u>818,525</u>	<u>1,988,993</u>	<u>1,546,207</u>	<u>1,447,707</u>	<u>1,169,707</u>
Trust and Agency Funds					
Police Pension	1,451,078	1,678,086	1,785,689	1,732,190	1,892,182
Fire Pension	494,186	662,550	912,431	929,835	1,110,105
	<u>1,945,264</u>	<u>2,340,636</u>	<u>2,698,120</u>	<u>2,662,025</u>	<u>3,002,287</u>
Total Expenditures	<u>\$ 52,471,135</u>	<u>\$ 75,056,405</u>	<u>\$ 51,901,845</u>	<u>\$ 51,268,352</u>	<u>\$ 55,259,775</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category and Fund
 Fiscal Year Ending April 30, 2014

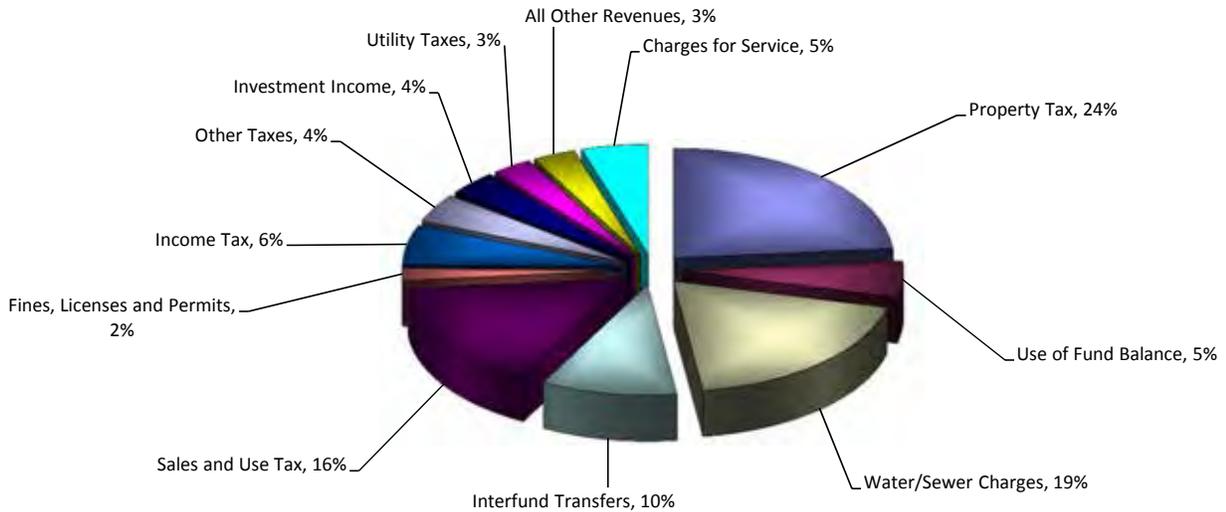
	General	Road and Bridge	Motor Fuel Tax	2010 GO Bond	2010A GO Bond	2011 GO Bond	SSA #3	SSA #4	SSA #5	SSA #6
Revenues and Other Financing Sources										
Property Taxes	\$ 10,230,972	\$ 102,425	\$ -	\$ 616,636	\$ 244,440	\$ 641,013	\$ 20,400	\$ 29,800	\$ 313,820	\$ -
Utility Taxes	1,720,315	-	-	-	-	-	-	-	-	-
Sales and Use Tax	9,049,979	-	-	-	-	-	-	-	-	-
Other Taxes	4,788,247	2,987	915,149	-	-	-	-	-	-	77,013
Total Taxes	25,789,513	105,412	915,149	616,636	244,440	641,013	20,400	29,800	313,820	77,013
Licenses and Permits	412,321	-	-	-	-	-	-	-	-	-
Charges for Services	1,800,946	-	-	-	-	-	-	-	-	-
Fines and Forfeits	627,060	-	-	-	-	-	-	-	-	-
Investment Income	31,344	3,700	9,000	400	140	500	25	85	200	100
Miscellaneous	492,864	62,400	-	178,574	104,698	-	-	-	-	-
Interfund Transfers	397,179	-	-	-	-	-	-	-	-	-
Use of Fund Balance	202,995	-	877,462	-	260	-	24,075	-	70,980	24,094
Total Revenues	\$ 29,754,222	\$ 171,512	\$ 1,801,611	\$ 795,610	\$ 349,538	\$ 641,513	\$ 44,500	\$ 29,885	\$ 385,000	\$ 101,207
Expenditures and Other Financing Uses										
Personal Services	\$ 20,860,223	\$ -	\$ 147,918	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Commodities	1,271,687	-	160,000	-	-	-	-	-	-	-
Contractual Services	6,431,237	88,000	437,693	400	400	500	24,500	29,800	85,000	37,000
Debt Service	-	-	-	795,210	349,138	641,013	-	-	-	-
Transfers	1,191,075	-	-	-	-	-	-	-	-	64,207
Capital Outlay	-	52,000	1,056,000	-	-	-	20,000	-	300,000	-
Total Expenditures/Expenses	\$ 29,754,222	\$ 140,000	\$ 1,801,611	\$ 795,610	\$ 349,538	\$ 641,513	\$ 44,500	\$ 29,800	\$ 385,000	\$ 101,207

Note: Removed all funds from summary that were closed in 2012 or prior

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category and Fund
 Fiscal Year Ending April 30, 2014
 (Continued)

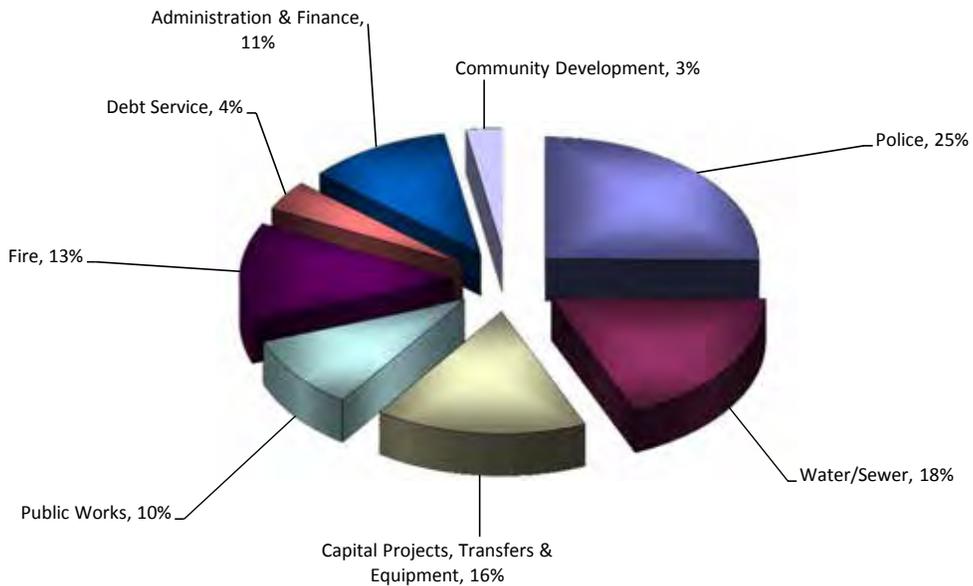
	General Capital Projects	TIF #3	TIF #4	Water and Sewer	Municipal Commuter Lot	Hanover Square Fund	Central Equipment	Police Pension	Fire Pension	Total
Revenues and Other Financing Sources										
Property Taxes	\$ -	\$ 1,350,000	\$ 45,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,594,506
Utility Taxes	-	-	-	-	-	-	-	-	-	1,720,315
Sales and Use Tax	-	-	-	-	-	-	-	-	-	9,049,979
Other Taxes	-	-	-	-	-	-	-	-	-	5,783,396
Total Taxes	-	1,350,000	45,000	-	-	-	-	-	-	30,148,196
Licenses and Permits	-	-	-	1,800	-	-	-	-	-	414,121
Charges for Services	-	-	-	10,948,624	303,952	711,000	-	-	-	13,764,522
Fines and Forfeits	-	-	-	-	-	-	-	-	-	627,060
Investment Income	-	750	100	13,000	150	-	28,021	1,260,000	755,227	2,102,742
Miscellaneous	-	-	-	208,500	-	39,000	-	468,156	271,451	1,825,643
Transfers	1,757,825	-	-	-	-	-	942,097	1,729,683	915,601	5,742,385
Use of Fund Balance	55,000	534,250	16,400	951,208	108,221	-	199,589	-	-	3,064,534
Total Revenues	\$ 1,812,825	\$ 1,885,000	\$ 61,500	\$ 12,123,132	\$ 412,323	\$ 750,000	\$ 1,169,707	\$ 3,457,839	\$ 1,942,279	\$ 57,689,203
Expenditures and Other Financing Uses										
Personal Services	\$ -	\$ -	\$ -	\$ 3,157,921	\$ 177,711	\$ -	\$ -	\$ 1,799,932	\$ 1,049,422	\$ 27,193,127
Commodities	-	-	-	182,588	12,944	444,150	-	1,000	2,333	2,074,702
Contractual Services	-	385,000	26,500	6,865,845	146,668	233,292	-	91,250	58,350	14,941,435
Debt Service	-	-	-	364,028	-	-	49,707	-	-	2,199,096
Interfund Transfers	-	-	35,000	546,750	-	-	-	-	-	1,837,032
Capital Outlay	1,812,825	1,500,000	-	1,006,000	75,000	72,558	1,120,000	-	-	7,014,383
Total Expenditures/Expenses	\$ 1,812,825	\$ 1,885,000	\$ 61,500	\$ 12,123,132	\$ 412,323	\$ 750,000	\$ 1,169,707	\$ 1,892,182	\$ 1,110,105	\$ 55,259,775

**Where the Money Comes From
\$57,689,203**



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

**Where the Money Goes
\$55,259,775**



Public Safety, including the Police and Fire, accounts for 39% of Village expenditures. Public Works provides for the construction and maintenance of Village equipment, buildings and infrastructure including streets, storm sewers and the commuter parking lot. Capital projects are significantly lower than previous years due to the completion of the construction of the new Police Station.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 12,630,700	\$ 13,670,853	\$ 11,799,444	\$ 12,575,591	\$ 13,128,061
311.02-00	Personal Prop.Replacement	92,788	83,411	88,002	88,002	88,002
311.03-00	TIF Rebates	-	687,376	-	-	-
311.04-00	Township Tax Levy	106,816	120,404	101,411	101,411	102,425
311.90-00	S.S.A. #3, 4, 5 & 6 Property Tax	393,470	329,643	494,642	441,033	441,033
312.01-00	Simplified Telecommunications	1,104,014	1,120,588	1,107,208	1,073,992	1,073,992
312.02-00	Natural Gas Use Tax	204,223	182,461	142,800	144,228	144,228
312.03-00	Electric Use Tax	441,848	427,941	467,399	467,399	472,073
313.01-00	Sales Tax	4,905,059	4,803,807	5,170,219	5,221,921	5,273,623
313.02-00	Use Tax	554,064	550,219	599,974	577,190	577,190
313.03-00	Home Rule Sales Tax	2,101,878	2,078,288	2,213,956	2,213,956	3,199,166
313.04-00	Real Estate Transfer Tax	223,762	248,277	308,184	277,366	277,366
313.05-00	Hotel/Motel Tax	32,979	35,281	36,720	36,720	36,720
314.01-00	Food & Beverage Tax	1,072,674	1,086,568	1,077,544	1,055,993	1,077,544
314.03-00	Motor Fuel Tax	1,156,778	1,117,988	915,149	915,149	915,149
315.01-00	State Income Tax	2,984,408	3,096,265	3,045,435	3,341,624	3,341,624
Total Taxes		28,005,461	29,639,370	27,568,087	28,531,575	30,148,196
321.01-00	Business Licenses	86,375	78,290	90,015	90,015	94,516
321.02-00	Liquor Licenses	59,570	45,652	45,195	45,195	47,455
321.03-00	Contractor Licenses	40,230	32,810	23,999	23,999	25,199
321.04-00	Vendor/Solicitor Licenses	1,115	220	250	250	263
321.06-00	Animal Licenses	1,186	1,240	500	500	500
321.07-00	Penalties on Licenses	10,194	13,234	12,183	12,183	12,183
321.08-00	Multi-Family Licenses	91,500	91,800	87,225	81,000	87,225
321.09-00	Single Family Rental Licenses	66,275	70,300	37,800	72,550	67,800
322.01-00	Building Permits-Cook	80,205	43,665	31,500	34,514	31,000
322.02-00	Building Permits-DuPage	72,465	60,720	50,000	43,756	43,000
322.03-00	Sign Permits	2,902	5,145	4,000	4,000	5,000
322.10-00	Wastewater Discharge	3,000	3,000	3,000	3,000	-
Total Licenses and Permits		515,017	446,076	385,667	410,962	414,141
323.01-00	Solid Waste Franchise Fee	112,972	113,691	113,746	114,883	116,032
323.02-00	Building Reinspect Fee	95	1,190	1,500	1,500	1,500
323.03-00	Inspection Fees - Misc	1,305	905	-	200	-
323.05-00	Plan Review-Comm Devel	15,800	14,116	20,000	15,120	15,000
323.07-00	Cable Franchise Fee	345380	356995	359895	359895	363494
323.09-00	Parking Lot Meter Fees	118,945	132,119	121,169	121,169	127,228
323.10-00	Parking Lot Permit Fees	173,321	196,610	168,289	168,289	176,704
323.12-00	Ambulance Fees	562,856	636,533	640,000	600,000	640,000
323.12-01	Non-911 Ambulance Transport	-	609	36,800	1,500	1,500
323.13-00	CPR Fees	1,600	2,555	3,000	3,500	3,500
323.14-00	Vehicle Impoundment Fees	642,400	679,500	626,000	700,000	650,000
323.15-03	Impact Fees-Village Ctr Village	-	17,415	-	-	-
323.16-00	ADT Administrative Fee	3,331	5,170	-	3,000	3,000
323.17-00	Pulic Safety Admin Fee	4,900	7,220	1,500	1,500	5,920
323.18-00	Child Safety Seat Install	-	-	-	205	1,000
344.01-00	Water Sales-Cook Cty	2,414,500	2,692,382	3,493,397	3,493,397	3,955,499
344.02-00	Water Sales-DuPage Cty	2,382,427	2,724,100	3,540,425	3,540,425	3,913,707
345.01-00	Sewer Sales-Cook Cty	751,844	865,098	809,959	809,959	843,017
345.02-00	Sewer Sales-DuPage Cty	1,795,201	1,918,188	1,935,493	1,935,493	2,014,490
346.00-00	Water Penalties	181,500	186,407	190,400	190,400	192,300
347.01-00	Water Tap-On Fees-Cook	38,753	26,984	56,666	56,666	14,167
347.02-00	Water Tap-On Fees-DuPage	-	79,259	9,444	9,444	-
348.01-00	Sewer Tap-On Fees-Cook	37,978	26,445	55,532	55,532	13,884
348.02-00	Sewer Tap-On Fees-DuPage	-	72,817	9,254	9,254	-
349.01-00	Water Meters-Cook Cty	6,024	4,995	6,169	6,169	1,560
349.02-00	Water Meters-DuPage Cty	258	1,309	969	969	-
Total Charges for Services		9,591,390	10,762,612	12,199,607	12,198,469	13,053,502

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources (Continued)						
351.01-00	Traffic Fines-Cook	106,850	114,847	110,000	133,102	120,000
351.02-00	Traffic Fines-DuPage	30,934	34,763	38,000	38,334	38,000
351.03-00	Ordinance Violations	210,525	260,810	269,000	273,764	271,000
351.04-00	Warning Tickets	945	550	100	210	210
351.05-00	Police False Alarm Fines	9,925	4,775	6,100	4,500	4,500
351.06-00	DUI Fines	-	39,543	2,850	2,500	2,850
351.07-00	Fire False Alarm Fines	6,090	4,050	5,000	6,050	6,000
351.08-00	Traffic Court Supervision	-	49,343	53,700	53,700	40,000
351.09-00	Fines-Red Light Cameras	145,450	129,404	131,520	209,956	142,000
351.10-00	Kennel Fees	2,215	1,930	2,500	1,900	2,500
Total Fines and Forfeits		512,934	640,015	618,770	724,016	627,060
361.00-00	Interest on Investments	940,542	875,557	691,643	658,886	679,744
362.00-00	Net Change in Fair Value	2,301,104	(516,856)	1,432,519	1,432,861	1,422,998
Total Investment Income		3,241,646	358,701	2,124,162	2,091,747	2,102,742
363.00-00	Printed Materials	6,456	5,770	7,000	6,332	7,000
364.00-00	Rental Income	262,822	279,631	291,900	321,900	321,900
365.70-00	Police Pension Contributions	439,927	515,151	439,170	475,523	468,156
365.71-00	Fire Pension Contributions	260,615	262,035	261,456	261,456	271,451
365.80-00	Repayment of Refunds	20,877	-	-	-	-
367.00-00	Drug Forfeiture	5,647	-	3,000	3,000	3,800
368.00-00	Declared IPBC Dividend	(7,220)	1,020,792	-	-	-
380.02-00	Reimb Expenditures	409,131	4,960	10,550	10,550	62,400
380.03-00	Reimb Exp-ILEOT Board	12,962	11,262	9,000	9,000	9,000
380.04-00	Reimb Exp-Property Damage	7,536	2,570	4,000	26,664	43,000
380.06-00	Reimb Exp-Police Programs	36,685	168,952	600	600	600
380.07-00	Reimb Exp-Fire	13,472	36,128	10,000	15,000	15,000
380.09-00	Reimb Exp-Miscellaneous	107,913	236,803	140,285	26,000	18,500
380.11-00	Reimb Exp-MFT	29,147	29,526	-	45,226	-
380.15-00	IL EMA Disaster Grant	61,797	9,204	-	-	-
380.16-00	IDOT Reimbursement	43,904	-	-	-	-
380.17-00	DuPage Cty Mowing Reimb	14,959	14,959	15,000	15,000	15,000
380.26-00	ILEAS Reimbursement	800	3,437	-	500	-
380.27-00	Hazardous Materials	-	3,428	5,000	32,428	5,000
380.28-00	OJP Bullet Proof Vest	8,135	6,375	3,600	3,600	3,660
380.33-00	SAFER Grant-Federal	18,000	-	-	-	-
380.36-00	Fire Corp	511	-	418	418	-
380.37-00	Energy Efficiency Grant	87,687	-	-	-	-
380.38-00	BAB Federal Subsidy	106,170	284,696	284,986	284,987	283,272
380.39-00	Insurance Reserve Refund	-	-	1,128,770	1,128,770	-
385.00-00	Rental Income	-	226,746	653,220	653,220	670,000
385.01-00	Common Area Maintenance Fee	-	9,920	-	-	40,000
385.04-00	Late Fee	-	250	-	-	1,000
389.03-00	Miscellaneous Income	89,784	130,438	359,998	355,180	115,764
389.06-00	Fire District Transfer	57	-	-	-	-
389.07-00	Corporate Partnership Prog	-	4,700	4,700	2,050	2,050
389.08-00	Loan Interest-DuPage Mayors	97	89	90	90	90
389.09-00	Leachate Treatment Rev	320,853	261,556	273,000	185,000	180,000
389.12-00	Veteran's Memorial	-	-	-	13,605	-
Total Miscellaneous		2,358,724	3,529,378	3,905,743	3,876,099	2,536,643

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources (Continued)						
391.01-00	Transfer from General Fund	2,638,397	5,166,447	4,119,858	3,891,858	4,558,800
391.13-00	Transfer from SSA #3	-	-	-	-	-
391.14-00	Transfer from SSA #4	-	-	-	-	-
391.16-00	Transfer from SSA #6	-	-	40,013	23,833	64,207
391.31-00	Transfer from Capital Projects	900,000	-	-	-	-
391.33-00	Transfer from TIF #3	269,316	2,800,000	-	-	-
391.37-00	Transfer from TIF #4	200,000	-	107,900	-	35,000
391.40-00	Transfer from 2001 GODS	-	81,239	-	-	-
391.43-00	Transfer from TIF #2 Debt Service	1,310,369	-	-	-	-
391.44-00	Transfer from SSA DS Fund	12,962	-	-	-	-
391.50-00	Transfer from Water & Sewer	531,108	432,194	1,122,938	642,938	1,084,378
391.65-00	Transfer from Comp Abs	-	1,109,213	-	-	-
391.66-00	Transfer from Employee Benefits	-	1,528,619	-	-	-
Total Interfund Transfers		5,862,152	11,117,712	5,390,709	4,558,629	5,742,385
392.01-00	Gain on Sale of Capital Assets	40,273	23,513	-	-	-
392.02-00	Loss on Sale of Capital Assets	(54,403)	(38,695)	-	-	-
392.04-00	Capital Contributions	-	102,105	-	-	-
393.95-00	GO Bonds	5,000,000	7,030,000	-	-	-
393.96-00	Premium on 2011 Bonds	-	102,775	-	-	-
399.00-00	Use of Fund Balance	-	-	2,965,781	-	3,064,534
Total Other		4,985,870	7,219,698	2,965,781	-	3,064,534
Total Revenues and Other Financing Sources		55,073,194	63,713,562	55,158,526	52,391,497	57,689,203

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses						
1-03	Refunds	-	79,100	45,000	-	-
1-11	Salaries-Regular	13,320,409	13,945,039	13,750,318	13,750,590	14,286,361
1-12	Salaries-Part Time	669,822	709,912	708,501	675,951	767,924
1-21	Overtime Compensation	1,142,137	1,287,837	1,027,997	1,097,366	1,015,041
1-22	Court Appearances	157,153	170,971	149,000	169,160	177,000
1-23	Holiday Pay	140,098	147,927	150,100	154,100	154,600
1-26	Compensation Adjustment	9,253	8,449	8,400	8,400	7,200
1-27	Language Proficiency	18,529	20,060	22,500	20,400	21,500
1-28	On-Call Premium Pay	25,933	31,081	35,356	35,372	35,356
1-29	Employee Incentive	30,084	29,953	26,950	26,950	26,950
1-30	Sick Leave Buy Back	-	-	-	-	-
1-41	State Retirement	691,878	1,031,027	903,791	905,814	1,079,576
1-42	Social Security	976,356	1,009,659	1,036,229	1,025,760	1,075,574
1-43	Police/Fire Pension	3,788,680	4,481,278	4,880,413	4,880,413	5,494,637
1-44	Employee Insurance	2,754,467	2,757,095	3,060,337	3,066,773	2,900,551
1-45	Special Pension	42,679	40,096	34,076	34,076	38,655
1-46	Unempl Compensation	72,111	99,293	105,319	100,776	87,602
1-50	OPEB	273,460	9,785	24,600	24,600	24,600
1-69	Portability Transfer	47,434	13,686	27,000	-	-
Total Personal Services		24,160,483	25,872,248	25,995,887	25,976,501	27,193,127
2-11	Office Supplies	100,238	111,708	122,414	117,933	116,839
2-13	Membership & Subscriptions	85,013	106,403	121,267	120,659	113,253
2-14	Books, Publications, Maps	9,286	11,630	19,221	15,980	16,429
2-21	Gasoline & Lube	288,590	363,540	402,312	402,312	412,795
2-22	Auto Parts & Accessories	113,558	121,604	117,000	117,000	120,000
2-23	Communication Parts	7,152	5,583	6,350	9,871	10,150
2-25	Ammunition	6,392	-	700	700	2,000
2-26	Bulk Chemicals	16,080	13,813	32,400	29,250	31,395
2-27	Materials & Supplies	442,790	470,458	591,696	567,366	510,977
2-28	Cleaning Supplies	24,321	33,425	38,195	30,740	30,279
2-29	Part & Access-Non Auto	37,314	46,143	58,300	62,800	55,900
2-31	Uniforms	62,376	80,378	80,725	81,035	79,375
2-33	Safety & Protective Equip	13,269	25,108	30,005	29,490	25,107
2-34	Small Tools	27,980	30,194	28,985	28,535	60,895
2-35	Evidence	4,110	3,623	5,000	5,000	5,000
2-36	Photo Supplies	1,591	1,097	1,875	1,875	1,775
2-37	Resale Merchandise	7,845	5,182	13,135	9,000	12,434
2-90	Employee Recognition	35,272	39,873	34,240	34,240	22,824
2-91	CERT Training	-	-	-	-	-
2-99	Miscellaneous Expen.	2,054	1,832	3,150	25,031	3,125
Total Commodities		1,285,231	1,471,594	1,706,970	1,688,817	1,630,552
3-11	Telephone	165,946	191,307	222,826	225,123	267,034
3-12	Postage	78,494	80,061	87,725	87,886	86,565
3-13	Electricity	264,549	258,090	299,085	253,366	281,170
3-14	Natural Gas	16,838	29,201	38,320	30,061	31,745
3-15	Street Lighting	65,282	52,537	67,565	67,565	67,565
3-16	Property Taxes	100	41,899	289,310	360,878	355,000
3-17	Tax Incentive Payments	1,898,125	2,010,071	2,185,360	2,174,362	2,196,105
3-21	Liability Insurance Program	1,123,835	766,022	767,114	674,868	868,461
3-31	M & R- Auto Equipment	56,923	47,292	49,700	54,000	51,500
3-32	M & R- Office Equipment	5,214	6,801	9,575	10,225	8,200
3-33	M & R- Comm Equipment	1,166	1,291	3,460	3,985	3,885
3-34	M & R- Buildings	78,646	139,894	126,145	176,095	175,995
3-35	M & R- Streets & Bridges	636,519	540,125	687,081	688,431	629,831
3-36	Maintenance Agreements	242,101	394,736	616,047	599,862	588,769
3-37	M & R- Other Equipment	12,622	35,113	34,635	30,120	40,435
3-38	M & R-Forestry	91,961	106,833	143,300	143,300	193,076

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (Continued)						
3-39	M & R-Accident Claims	4,050	4,060	10,000	5,000	5,000
3-41	M & R- Sewage Treat Plant	69,925	81,687	74,500	74,500	85,500
3-42	M & R- Sewer Lines	12,266	10,820	22,000	22,000	22,000
3-43	M & R- Wells	117,517	(3,778)	3,500	25,400	10,500
3-44	M & R- Water Mains	17,355	1,455	12,000	27,554	13,500
3-45	M & R- Water Tanks	202,618	5,159	255,800	195,000	137,000
3-46	M & R- Water Meters	-	699	2,000	2,000	2,000
3-51	Equipment Rentals	824,852	945,485	1,021,937	1,020,553	1,058,145
3-52	Vehicle Maint & Replace	367,889	284,120	943,016	943,016	1,240,069
3-53	Furniture Replacement	20,000	20,000	20,000	20,000	20,000
3-54	iSeries Computer	-	-	-	-	-
3-55	Real Property Rental	775	775	800	775	775
3-56	Fence Escrow	37,837	37,837	-	-	-
3-61	Consulting Services	185,270	821,984	454,636	462,885	455,611
3-62	Legal Services	263,649	335,682	292,400	303,790	305,900
3-63	Auditing Services	30,483	51,506	35,990	35,360	36,932
3-64	Engineering Services	159,047	117,283	451,703	360,990	424,500
3-65	Medical Examinations	19,836	21,757	34,444	31,800	29,194
3-66	Investment Expense	42,698	62,280	43,235	72,400	78,000
3-67	Legal Publications	7,298	8,332	20,000	16,000	11,000
3-68	Uniform Rentals	2,703	3,038	5,720	5,720	6,120
3-69	Testing Services	26,482	24,048	24,200	25,200	30,850
3-70	Binding & Printing	60,768	47,723	68,268	69,121	66,858
3-71	Schools, Conf, Meetings	152,028	167,462	292,414	258,317	227,438
3-72	Transportation	30,136	33,155	40,616	37,424	39,435
3-73	Elected Officials Initiative	-	14,179	15,050	15,050	14,000
3-78	Fire Corp	5,448	1,418	3,760	3,760	3,760
3-79	TIF Redevelopment Agreements	111,927	278,217	169,285	347,842	262,500
3-82	JAWA-Fixed Cost	522,971	660,565	650,000	799,944	947,932
3-83	Shelter Inc	-	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	12,000	14,040	12,000	12,000	12,000
3-86	Court Supervision	-	-	53,700	53,700	40,000
3-87	PACE Bus Service	22,200	20,373	19,000	19,000	19,000
3-88	Pk Dist Youth Programs	4,000	4,000	4,000	4,000	4,000
3-89	IEPA Discharge Fee	18,500	18,500	18,500	18,500	18,500
3-91	Special Events	31,464	41,241	56,560	49,543	48,740
3-92	Drug Forfeiture	9,164	3,000	3,000	3,000	3,800
3-93	Depreciation	1,262,916	1,358,541	877,304	980,507	1,031,009
3-94	DUI Expen.	1,315	172	2,850	2,500	2,850
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-96	Collection Service	460	921	1,200	900	900
3-97	JAWA-Operating Costs	2,203,817	2,254,256	2,762,931	2,762,931	2,762,931
3-98	Contingency	-	-	10,000	10,000	-
3-99	Miscellaneous Expen.	87,276	4,035,948	41,065	54,581	57,000
Total Contractual Services		11,689,261	16,494,213	14,461,632	14,737,690	15,385,585
Total Operating Expenditures		37,134,975	43,838,055	42,164,489	42,403,008	44,209,264
11-03	Installment Note Payment	-	-	499,707	499,707	524,707
11-04	Interest-2004 GO Bonds	278,474	278,474	189,597	189,597	166,013
11-18	Principal-IEPA Loan	-	-	313,606	313,606	322,309
11-21	Interest-IEPA Loan	65,979	55,759	50,421	50,421	41,719
11-25	Principal-2001 Issue	415,000	435,000	-	-	-
11-26	Interest-2001 Issue	35,275	18,053	-	-	-
11-27	Interest-2002 Issue	43,575	23,100	-	-	-
11-28	Principal-2002 Issue	630,000	660,000	-	-	-
11-29	Principal-2010 GO Bonds	-	-	280,000	280,000	335,000

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2014

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (Continued)						
11-30	Interest-2010 GO Bonds	303,343	813,417	814,248	814,248	809,348
Total Debt Service		1,771,646	2,283,803	2,147,579	2,147,579	2,199,096
12-01	Transfer to General Fund	469,316	4,409,858	147,913	40,013	99,207
12-31	Transfer to Gen Cap Projects	742,536	1,174,436	1,532,182	1,052,182	1,737,825
12-32	Transfer to TIF #2	1,323,331	-	-	-	-
12-37	Transfer to TIF #4	-	-	-	-	-
12-39	Transfer to Municipal Building	900,000	1,109,213	-	-	-
12-44	Transfer to SSA #2 D/S Fund	-	-	-	-	-
12-45	Transfer to 2002 GODS	-	605,074	-	-	-
Total Interfund Transfers		3,435,183	7,298,581	1,680,095	1,092,195	1,837,032
13-11	Land	266,799	346	300,000	85,500	-
13-21	Buildings	6,544,957	11,649,351	240,000	1,083,496	1,719,558
13-22	Impr Other Than Buildings	2,392,385	1,612,129	2,147,000	2,142,392	1,633,000
13-31	Office Equipment	395,180	774,599	625,700	145,700	1,488,825
13-41	Automobiles	-	-	197,500	304,000	130,000
13-42	Trucks	-	-	1,075,500	911,000	968,000
13-43	Other Equipment	336,000	290,391	482,982	442,482	148,000
13-61	Sewage Treatment Plant	103,610	48,858	120,000	20,000	75,000
13-62	Sewer Lines	50,400	103,970	350,000	150,000	240,000
13-72	Water Mains	-	156,322	371,000	341,000	600,000
13-73	Water Wells	-	-	-	-	12,000
Total Capital Outlay		10,089,331	14,635,966	5,909,682	5,625,570	7,014,383
14-00	Transfer to escrow	-	7,000,000	-	-	-
14-01	Bond Discount	40,000	-	-	-	-
Total Other Expenditures		15,336,160	31,218,350	9,737,356	8,865,344	11,050,511
Total Expenditures and Other Financing Uses		52,471,135	75,056,405	51,901,845	51,268,352	55,259,775

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unrestricted Net Assets (Estimated)
Fiscal Year Ending April 30, 2014

	Special Revenue Funds								Debt Service Funds		
	General	Road & Bridge	Motor Fuel Tax	SSA#3	SSA#4	SSA#5	TIF#3	TIF #4	2010 GO Bonds	2010A GO Bonds	2011 GO Bonds
Total Revenues	\$ 29,754,222	\$ 171,512	\$ 1,801,611	\$ 44,500	\$ 29,885	\$ 385,000	\$ 1,885,000	\$ 61,500	\$ 795,610	\$ 349,538	\$ 641,513
Use Fund Balance	(202,995)	-	(877,462)	(24,075)	-	(70,980)	(534,250)	(16,400)	-	(260)	-
Revenues less Use of Fund Balance	29,551,227	171,512	924,149	20,425	29,885	314,020	1,350,750	45,100	795,610	349,278	641,513
Total Expenditures	29,754,222	140,000	1,801,611	44,500	29,800	385,000	1,885,000	61,500	795,610	349,538	641,513
Excess Rev Over Exp	(202,995)	31,512	(877,462)	(24,075)	85	(70,980)	(534,250)	(16,400)	-	(260)	-
Beginning Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2013	7,953,588	817,436	1,424,600	64,479	57,588	417,740	1,052,713	12,026	(49,397)	25,871	193,684
Ending Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2014	<u>\$ 7,750,593</u>	<u>\$ 848,948</u>	<u>\$ 547,138</u>	<u>\$ 40,404</u>	<u>\$ 57,673</u>	<u>\$ 346,760</u>	<u>\$ 518,463</u>	<u>\$ (4,374)</u>	<u>\$ (49,397)</u>	<u>\$ 25,611</u>	<u>\$ 193,684</u>
Percentage of FY 2014 Expenditures	<u>26.05%</u>										

Fund Balance applies to General, Special Revenue, Debt Service and Capital Projects Funds.

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unrestricted Net Assets (Estimated)
Fiscal Year Ending April 30, 2014

	Capital Projects Funds		Enterprise Funds			Internal Service Fund	Trust and Agency Funds	
	General	Water &	Commuter	Hanover	Central	Police	Fire	
	SSA#6 Capital Projects	Sewer	Lot	Square	Equipment	Pension	Pension	
Total Revenues	\$ 101,207	\$ 1,812,825	\$ 12,123,132	\$ 412,323	\$ 750,000	\$ 1,169,707	\$ 3,457,839	\$ 1,942,279
Use of Fund Balance	\$ (24,094)	\$ (55,000)	\$ (951,208)	\$ (108,221)	\$ -	\$ (199,589)	\$ -	\$ -
Revenues less Use of Fund Balance	\$ 77,113	\$ 1,757,825	\$ 11,171,924	\$ 304,102	\$ 750,000	\$ 970,118	\$ 3,457,839	\$ 1,942,279
Total Expenditures/Expenses	\$ 101,207	\$ 1,812,825	\$ 12,123,132	\$ 412,323	\$ 750,000	\$ 1,169,707	\$ 1,892,182	\$ 1,110,105
Excess Rev Over Exp	\$ (24,094)	\$ (55,000)	\$ (951,208)	\$ (108,221)	\$ -	\$ (199,589)	\$ 1,565,657	\$ 832,174
Beginning Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2013	\$ (298,258)	\$ 424,213	\$ 6,499,056	\$ 10,181	\$ (243,807)	\$ 3,650,537	\$ 22,680,468	\$ 12,719,674
Ending Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2014	\$ (322,352)	\$ 369,213	\$ 5,547,848	\$ (98,040)	\$ (243,807)	\$ 3,450,948	\$ 24,246,125	\$ 13,551,848

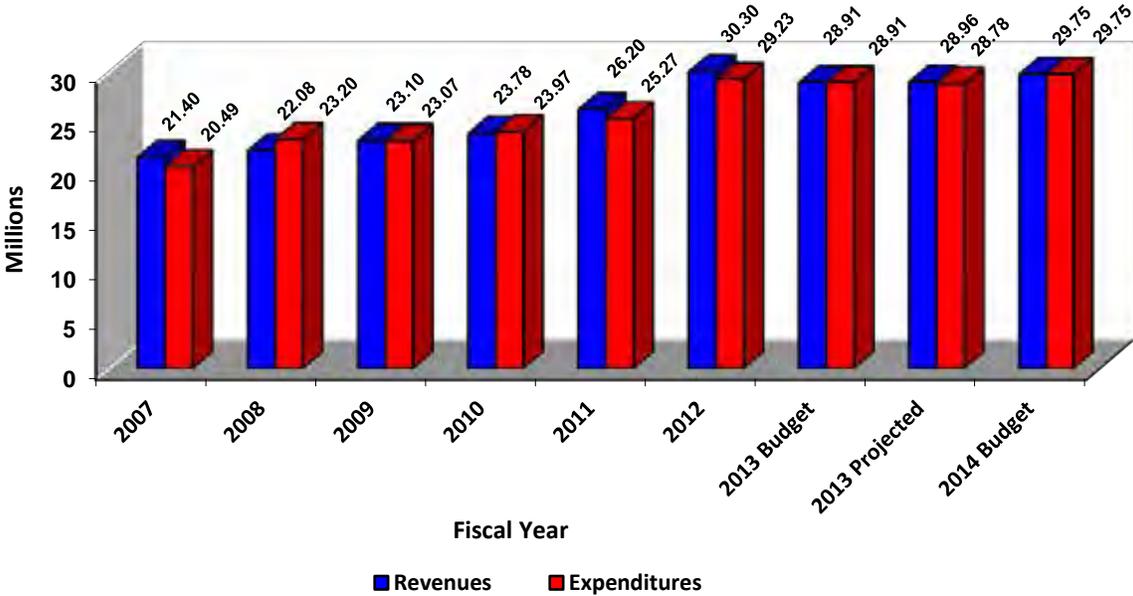
Fund Balance applies to Capital Projects Funds. Unrestricted Net Assets applies to Enterprise, Internal Service and Trust and Agency Funds.

GENERAL FUND

The General Fund accounts for resources traditionally associated with the Village's 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

General Fund Revenues and Expenditures

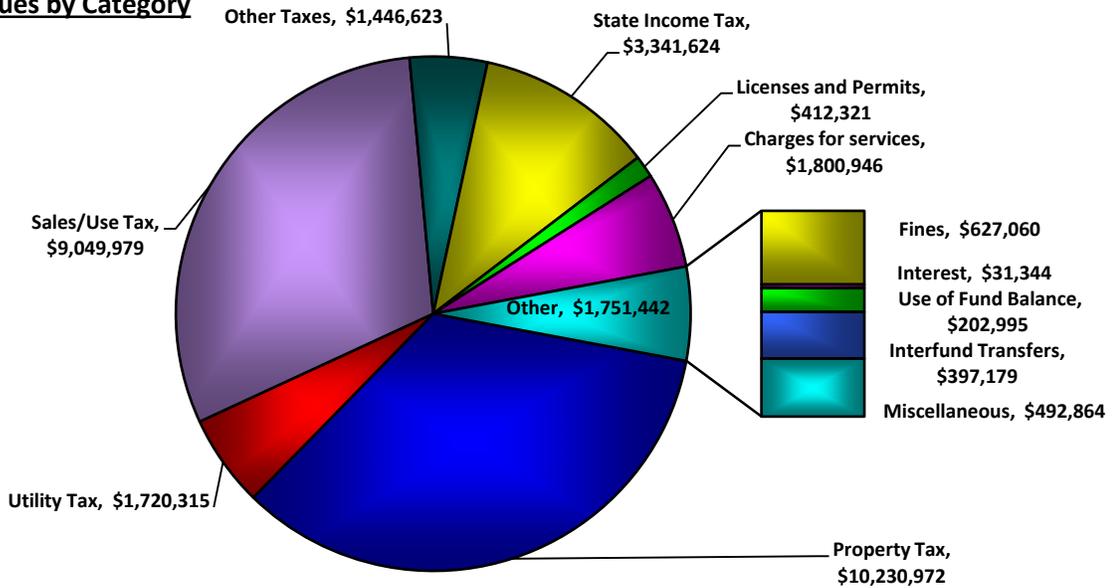


Fiscal Years 2007 – 2012: Actual Revenues and Expenditures

Total General Fund budgeted revenues are up 2.94% from Fiscal Year 2013 projected revenues. This is primarily due to an increase in property tax revenue and an increase in the Home Rule Sales Tax Rate from .50% to .75%. Expenditures have been controlled to ensure that recurring revenues cover operating expenditures.

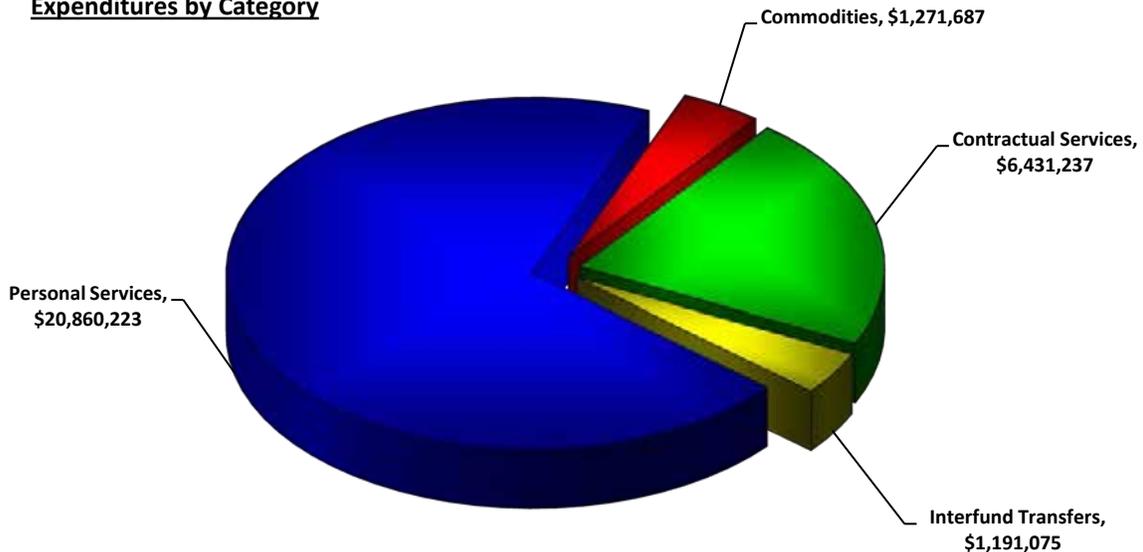
GENERAL FUND Fiscal Year 2014 Budget

Revenues by Category



Property tax revenue is the largest revenue source in the General Fund. The property tax levy was increased by 4.99% for Fiscal Year 2014. Overall budgeted revenues increased by 2.94% over the 2013 Budget.

Expenditures by Category



Personal Services account for 70% of the General Fund budget. Fiscal Year 2014 budgeted Personal Services expenditures increased by 3.23% over the Fiscal Year 2013 budget due to the funding of a Community Development Director position and an increase in pension costs. Overall the Fiscal Year 2014 budgeted General Fund expenditures increased by \$849,175 or 2.94% over the 2013 budget.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 8,773,790	\$ 9,981,877	\$ 9,553,253	\$ 9,553,253	\$ 10,230,972
311.02-00	Personal Prop Replacement	89,878	81,079	85,015	85,015	85,015
311.03-00	TIF Rebates	-	674,316	-	-	-
312.01-00	Simp Telecommunications	1,104,014	1,120,588	1,107,208	1,073,992	1,073,992
312.02-00	Natural Gas Tax	204,223	182,461	142,800	144,228	144,228
312.03-00	Electric Tax	441,848	427,941	467,399	467,399	472,073
313.01-00	Sales Tax	4,905,059	4,803,807	5,170,219	5,221,921	5,273,623
313.03-00	Home Rule Sales Tax	2,101,878	2,078,288	2,213,956	2,213,956	3,199,166
313.02-00	Use Tax	554,064	550,219	599,974	577,190	577,190
313.04-00	Real Estate Transfer Tax	-	-	308,184	277,366	277,366
313.05-00	Hotel/Motel Tax	32,979	35,281	36,720	36,720	36,720
314.01-00	Food & Beverage Tax	1,072,674	1,086,568	1,077,544	1,055,993	1,077,544
315.01-00	State Income Tax	2,984,408	3,096,265	3,045,435	3,341,624	3,341,624
Total Taxes		22,264,815	24,118,690	23,807,707	24,048,657	25,789,513
321.01-00	Business Licenses	86,375	78,290	90,015	90,015	94,516
321.02-00	Liquor Licenses	59,570	45,652	45,195	45,195	47,455
321.03-00	Contractor Licenses	40,230	32,810	23,999	23,999	25,199
321.04-00	Vendor/Solicitor Licenses	1,115	220	250	250	263
321.06-00	Animal Licenses	1,186	1,240	500	500	500
321.07-00	Penalties on Licenses	8,331	11,194	10,363	10,363	10,363
321.08-00	Multi-Family Licenses	91,500	91,800	87,225	81,000	87,225
321.09-00	Single Family Rental Licenses	66,275	70,300	37,800	72,550	67,800
322.01-00	Building Permits-Cook	80,205	43,665	31,500	34,514	31,000
322.02-00	Building Permits-DuPage	72,465	60,720	50,000	43,756	43,000
322.03-00	Sign Permits	2,902	5,145	4,000	4,000	5,000
Total Licenses and Permits		510,154	441,036	380,847	406,142	412,321
323.01-00	Solid Waste Franchise Fee	112,972	113,691	113,746	114,883	116,032
323.02-00	Building Reinspect Fee	95	1,190	1,500	1,500	1,500
323.03-00	Inspection Fees-Misc	1,305	905	-	200	-
323.05-00	Plan Review-Comm Devel	15,800	14,116	20,000	15,120	15,000
323.07-00	Cable Franchise Fee	345,380	356,995	359,895	359,895	363,494
323.12-00	Ambulance Fees	562,856	636,533	640,000	600,000	640,000
323.12-01	Non-911 Ambulance Fees	-	609	36,800	1,500	1,500
323.13-00	CPR Fees	1,600	2,555	3,000	3,500	3,500
323.14-00	Vehicle Impoundment Fees	642,400	679,500	626,000	700,000	650,000
323.16-00	ADT Administrative Fee	3,331	5,170	-	3,000	3,000
323.17-00	Public Safety Appl Fee	4,900	7,220	1,500	1,500	5,920
323.18-00	Child Safety Seat Install	-	-	-	205	1,000
Total Charges for Services		1,690,639	1,835,899	1,802,441	1,801,303	1,800,946
351.01-00	Traffic Fines-Cook	106,850	114,847	110,000	133,102	120,000
351.02-00	Traffic Fines-DuPage	30,934	34,763	38,000	38,334	38,000
351.03-00	Ordinance Violations	210,525	260,810	269,000	273,764	271,000
351.04-00	Warning Tickets	945	550	100	210	210
351.05-00	Police False Alarm Fines	9,925	4,775	6,100	4,500	4,500
351.06-00	DUI Fines	-	39,543	2,850	2,500	2,850
351.07-00	Fire False Alarm Fines	6,090	4,050	5,000	6,050	6,000
351.08-00	Traffic Court Supervision	-	49,343	53,700	53,700	40,000
351.09-00	Fines-Red Light Cameras	145,450	129,404	131,520	209,956	142,000
351.10-00	Kennel Fees	2,215	1,930	2,500	1,900	2,500
Total Fines and Forfeits		512,934	640,015	618,770	724,016	627,060

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources (Continued)						
361.00-00	Interest on Investments	68,028	31,428	31,344	31,344	31,344
362.00-00	Net Change in Fair Value	(11,557)	1,213	-	-	-
Total Investment Income		56,471	32,641	31,344	31,344	31,344
363.00-00	Printed Materials	6,456	5,770	7,000	6,332	7,000
364.00-00	Rental Income	263,822	279,631	291,900	321,900	321,900
367.00-00	Drug Forfeiture	5,647	-	3,000	3,000	3,800
380.03-00	Reimb Exp-ILEOT Board	12,962	11,262	9,000	9,000	9,000
380.04-00	Reimb Exp-Property Damage	910	-	-	-	-
380.06-00	Reimb Exp-Police Programs	36,685	18,952	600	600	600
380.07-00	Reimb Exp-Fire	13,472	36,128	10,000	15,000	15,000
380.09-00	Reimb Exp-Miscellaneous	42,156	15,598	16,000	16,000	16,000
380.15-00	IL EMA Disaster Grant	61,797	9,204	-	-	-
380.17-00	DuPage Cty Mowing Reimb	14,959	14,959	15,000	15,000	15,000
380.26-00	ILEAS Reimbursement	800	3,437	-	500	-
380.27-00	Hazardous Materials	-	3,428	5,000	32,428	5,000
380.28-00	OJP Bullet Proof Vest Grant	8,135	6,375	3,600	3,600	3,660
380.33-00	SAFER Grant	18,000	-	-	-	-
380.36-00	Fire Corp	511	-	418	418	-
380.39-00	Insurance Reserve Refund	-	-	1,128,770	1,128,770	-
389.03-00	Miscellaneous Income	33,865	104,232	96,353	91,535	93,764
389.06-00	Fire District Transfer	57	-	-	-	-
389.07-00	Corporate Partnership Prog	-	4,700	4,700	2,050	2,050
389.08-00	Loan Repay- DuPage M&M	97	89	90	90	90
Total Miscellaneous		520,331	513,765	1,591,431	1,646,223	492,864
391.16-00	Trans from SSA #6	-	-	40,013	23,833	64,207
391.33-00	Transfer from TIF #3	269,316	-	-	-	-
391.37-00	Transfer from TIF #4	200,000	-	107,900	-	35,000
391.40-00	Transfer from 2001 G.O.D.S.	-	81,239	-	-	-
391.50-00	Transfer from Water and Sewer	170,657	-	274,594	274,594	297,972
391.65-00	Transfer from Comp Abs	-	1,109,213	-	-	-
391.66-00	Transfer from Employee Benefits	-	1,528,619	-	-	-
Total Interfund Transfers		639,973	2,719,071	422,507	298,427	397,179
399.00-00	Use of Fund Balance	-	-	250,000	-	202,995
Total Other		-	-	250,000	-	202,995
Total Revenues and Other Financing Sources		\$ 26,195,317	\$ 30,301,117	\$ 28,905,047	\$ 28,956,112	\$ 29,754,222

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses						
1-11	Salaries-Regular	\$ 11,337,292	\$ 11,932,714	\$ 11,748,328	\$ 11,693,799	\$ 12,049,305
1-12	Salaries-Part Time	642,174	685,003	664,701	626,459	718,674
1-21	Overtime Compensation	909,201	992,243	933,528	962,878	917,972
1-22	Court Appearances	157,153	170,971	149,000	169,160	177,000
1-23	Holiday Pay	140,098	147,927	150,100	154,100	154,600
1-26	Compensation Adjustment	9,253	8,449	8,400	8,400	7,200
1-27	Language Proficiency	18,529	20,060	21,500	20,400	21,500
1-28	On-Call Premium Pay	2,987	7,416	11,254	11,254	11,254
1-29	Employee Incentive	30,084	29,953	26,950	26,950	26,950
1-41	State Retirement	462,521	689,435	600,360	594,791	704,303
1-42	Social Security	804,093	832,209	866,336	851,690	885,363
1-43	Police/Fire Pension	2,001,243	2,367,961	2,385,031	2,385,031	2,645,283
1-44	Employee Insurance	2,316,575	2,362,225	2,514,875	2,515,368	2,427,600
1-45	Special Pension	34,800	32,061	26,666	26,666	29,839
1-46	Unempl Compensation	61,294	93,062	100,211	100,211	83,380
Total Personal Services		18,927,297	20,371,689	20,207,240	20,147,157	20,860,223
2-11	Office Supplies	96,110	107,995	117,620	113,171	111,495
2-13	Memberships/ Subscriptions	70,233	93,210	105,204	104,826	99,170
2-14	Books/Publications/Maps	8,871	11,214	18,501	15,335	15,784
2-21	Gasoline & Lube	246,228	311,622	402,312	402,312	412,795
2-22	Auto Parts & Accessories	113,558	121,604	117,000	117,000	120,000
2-23	Communication Parts	7,152	5,583	6,350	9,871	10,150
2-25	Ammunition	6,392	-	700	700	2,000
2-26	Bulk Chemicals	5,162	4,123	6,550	5,400	5,450
2-27	Materials & Supplies	180,340	214,968	265,495	247,990	235,445
2-28	Cleaning Supplies	22,228	31,446	34,955	27,500	26,975
2-29	Part & Access-Non Auto	37,265	46,039	50,900	55,400	48,500
2-31	Uniforms	57,085	74,551	76,825	76,985	75,325
2-33	Safety & Protective Equip	7,614	17,180	20,382	20,562	17,674
2-34	Small Tools	27,527	28,228	26,425	26,825	58,300
2-35	Evidence	4,110	3,623	5,000	5,000	5,000
2-36	Photo Supplies	1,583	1,097	1,775	1,775	1,675
2-90	Employee Recognition	35,272	39,873	34,240	34,240	22,824
2-99	Miscellaneous Expense	2,054	1,832	3,100	25,031	3,125
Total Commodities		928,784	1,114,188	1,293,334	1,289,923	1,271,687
3-11	Telephone	130,933	139,300	186,490	187,590	195,320
3-12	Postage	44,617	45,969	49,575	47,408	46,735
3-13	Light & Power	-	-	-	1,100	1,100
3-14	Natural Gas	-	5,654	25,000	20,000	20,000
3-17	Tax Incentive Payments	1,898,125	2,010,071	2,185,360	2,174,362	2,196,105
3-21	Liability Insurance Program	682,545	455,033	516,186	516,186	584,310
3-31	M & R- Auto Equipment	56,923	47,292	49,700	54,000	51,500
3-32	M & R- Office Equipment	5,214	6,801	9,525	10,175	8,150
3-33	M & R- Comm Equipment	1,166	1,291	3,150	3,725	3,575
3-34	M & R- Buildings	59,811	73,294	62,600	62,600	64,700
3-35	M & R- Streets & Bridges	307,246	219,774	308,431	308,431	237,471
3-36	Maintenance Agreements	179,553	272,616	433,877	412,652	403,118
3-37	M & R- Other Equipment	7,115	25,679	15,075	18,070	17,075
3-38	Maintenance-Forestry	91,961	106,833	143,300	143,300	193,076

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

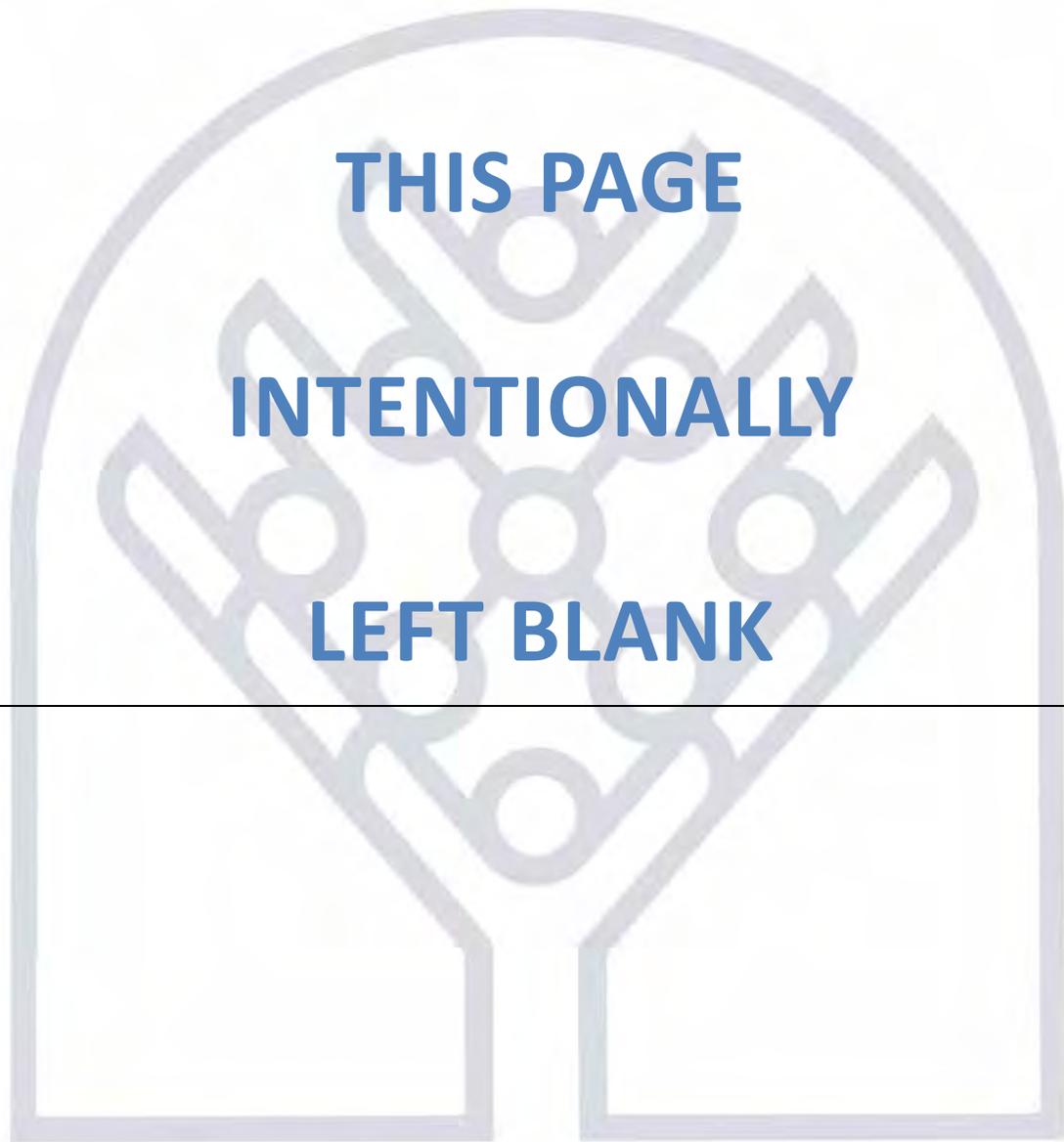
Fund 001 - General Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (continued)						
3-39	M & R- Accident Claims	4,050	4,060	10,000	5,000	5,000
3-51	Equipment Rentals	604,953	625,886	692,198	691,014	722,889
3-52	Vehicle Maint & Replace	-	46,120	668,423	668,423	702,441
3-53	Furn & Equipment Replace	20,000	20,000	20,000	20,000	20,000
3-56	Fence Escrow	37,837	37,837	-	-	-
3-61	Consulting Services	94,101	217,992	154,436	148,788	141,061
3-62	Legal Services	240,887	274,331	267,900	267,900	277,900
3-63	Auditing Services	19,437	34,615	24,536	24,536	24,384
3-64	Engineering Services	-	10,058	2,500	24,875	2,500
3-65	Medical Examinations	19,836	17,682	32,644	28,000	27,644
3-67	Legal Publications	7,298	8,332	20,000	16,000	11,000
3-68	Uniform Rentals	2,703	3,038	3,120	3,120	3,120
3-69	Testing Services	309	1,531	1,700	1,700	1,700
3-70	Binding & Printing	36,677	24,752	43,060	43,913	43,450
3-71	Schools/Conf/Meetings	146,478	163,153	275,704	246,417	215,938
3-72	Transportation	29,942	33,103	38,216	35,104	37,975
3-73	Elected Officials Initiative	-	14,179	15,050	15,050	14,000
3-78	Fire Corp	5,448	1,418	3,760	3,760	3,760
3-83	Shelter Inc	-	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	12,000	14,040	12,000	12,000	12,000
3-86	Court Supervision Expense	-	-	53,700	53,700	40,000
3-87	PACE Bus Service	22,200	20,373	19,000	19,000	19,000
3-88	Pk Dist Youth Programs	4,000	4,000	4,000	4,000	4,000
3-89	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000
3-91	Special Events	31,464	41,241	56,560	49,543	48,740
3-92	Drug Forfeiture	9,164	3,000	3,000	3,000	3,800
3-94	DUI Expense	1,315	172	2,850	2,500	2,850
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-96	Collection Service	-	-	300	-	-
3-98	Contingency	-	-	10,000	10,000	-
3-99	Miscellaneous Expense	14,155	14,376	17,115	17,590	17,850
Total Contractual Services		4,832,463	5,050,896	6,446,041	6,380,532	6,431,237
Total Operating Expenditures		24,688,544	26,536,773	27,946,615	27,817,612	28,563,147
12-31	Transfer to Gen Capital	579,317	980,242	958,432	958,432	1,191,075
12-39	Transfer to Municipal Building	-	1,109,213	-	-	-
12-45	Transfer to 2002 G.O. Debt Service	-	605,074	-	-	-
Total Interfund Transfers		579,317	2,694,529	958,432	958,432	1,191,075
Total Other Expenditures		579,317	2,694,529	958,432	958,432	1,191,075
Total Expenditures and Other Financing Uses		\$ 25,267,861	\$ 29,231,302	\$ 28,905,047	\$ 28,776,044	\$ 29,754,222

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Budget Summary by Department
Fiscal Year Ending April 30, 2014

Fund 001- General Fund

Cost Center	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
110	President and Board of Trustees	\$ 89,555	\$ 100,169	\$ 109,408	\$ 105,140	\$ 111,914
120	Village Clerk	93,015	82,299	129,727	129,727	127,347
125	Village Collector	69,995	69,931	74,123	74,123	75,306
135	Environmental & Utility Committee	4,014	5,448	6,600	5,450	3,825
160	CI & D Committee	2,917	2,775	5,166	5,166	4,010
165	Sister Cities Committee	3,444	4,301	8,785	6,560	5,900
170	Citizens Corp Council	200	5,969	5,500	5,671	2,300
175	Veterans Committee	-	1,624	3,400	1,611	1,910
180	Development Commission	84	592	2,013	2,263	1,975
195	Hanover Park CONECT Committee	7,463	8,018	11,075	6,485	5,350
Total Village Board, Clerk, Committees and Commissions		<u>270,687</u>	<u>281,126</u>	<u>355,797</u>	<u>342,196</u>	<u>339,837</u>
410	Village Manager	304,770	457,319	339,167	314,015	324,059
440	Human Resources Department	327,621	395,088	423,480	414,586	421,428
460	Special Events	7,843	9,195	13,900	13,900	22,200
470	Information Technology	515,678	640,557	727,848	727,848	799,695
Total Administrative Services		<u>1,155,912</u>	<u>1,502,159</u>	<u>1,504,395</u>	<u>1,470,349</u>	<u>1,567,382</u>
510	Administration	210,720	207,739	173,457	171,636	176,276
520	Collections	149,748	153,248	153,048	154,735	147,403
530	General Accounting	174,384	211,011	197,546	198,844	196,153
550	General Administrative Services	3,484,015	5,677,543	4,336,706	4,321,808	4,748,682
Total Finance Department		<u>4,018,867</u>	<u>6,249,541</u>	<u>4,860,757</u>	<u>4,847,023</u>	<u>5,268,514</u>
610	Administration	147,578	146,875	159,240	158,910	168,066
620	Streets	1,067,802	1,012,370	1,363,365	1,335,814	1,324,042
630	Forestry	457,806	436,426	496,990	491,297	554,455
640	Public Buildings	348,596	511,611	650,682	634,900	615,144
650	Fleet Services	720,241	1,134,776	1,205,179	1,217,929	1,100,773
660	Engineering	330,594	340,997	224,125	245,759	267,093
670	MWRD Fields	-	-	-	-	22,010
Total Public Works Department		<u>3,072,617</u>	<u>3,583,055</u>	<u>4,099,581</u>	<u>4,084,609</u>	<u>4,051,583</u>
710	Fire Administration	-	407,705	525,736	524,121	553,405
720	Fire Suppression	5,343,562	4,836,906	4,644,004	4,688,964	4,862,175
730	Inspectional Services	-	431,605	598,302	574,798	597,300
740	Non-Emergency 911	-	94,402	103,353	91,904	82,306
Total Fire Department		<u>5,343,562</u>	<u>5,770,618</u>	<u>5,871,395</u>	<u>5,879,787</u>	<u>6,095,186</u>
810	Police Administration	723,122	703,806	827,404	826,269	827,647
820	Patrol	6,007,101	6,433,508	6,705,395	6,655,913	7,304,648
830	Investigations	1,617,781	1,686,529	1,724,824	1,712,571	1,644,065
840	Community Services	322,245	433,319	532,211	531,330	94,983
850	Staff Services	1,468,681	1,626,371	1,621,749	1,615,998	1,574,761
860	Emergency Services	8,750	6,483	12,150	12,145	12,050
870	Code Enforcement	593,914	572,021	595,796	593,296	547,522
Total Police Department		<u>10,741,594</u>	<u>11,462,037</u>	<u>12,019,529</u>	<u>11,947,522</u>	<u>12,005,676</u>
920	Economic Development	166,028	174,130	193,593	204,558	426,044
930	Inspection Services	498,594	208,616	-	-	-
Total Community Development		<u>664,622</u>	<u>382,746</u>	<u>193,593</u>	<u>204,558</u>	<u>426,044</u>
Total General Fund		<u>\$ 25,267,861</u>	<u>\$ 29,231,282</u>	<u>\$ 28,905,047</u>	<u>\$ 28,776,044</u>	<u>\$ 29,754,222</u>



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Hanover Park

VILLAGE BOARD

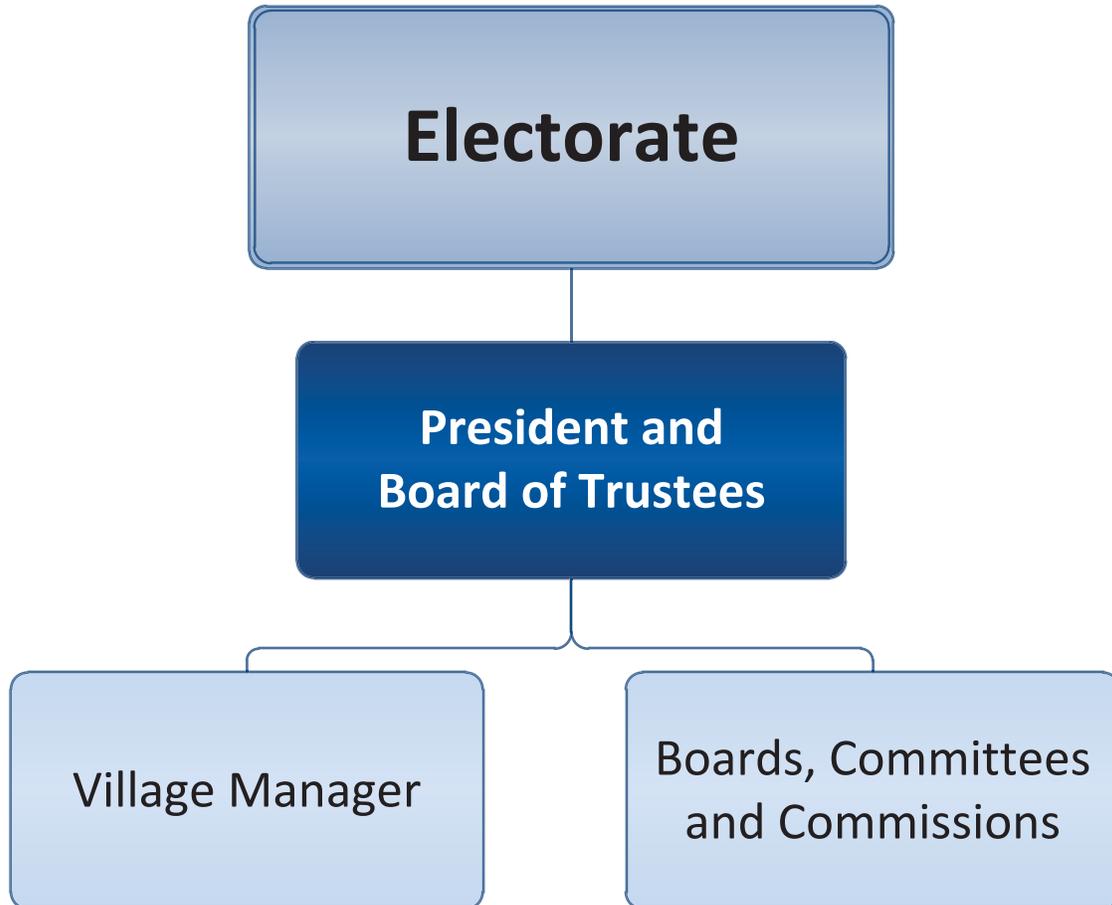
VILLAGE CLERK

COMMITTEES AND COMMISSIONS

Cost Control Centers

Village President and Board of Trustees	0110
Village Clerk	0120
Village Collector	0125
Environmental Committee	0135
Cultural Inclusion & Diversity Committee	0160
Sister Cities Committee	0165
Citizens Corp Council	0170
Veterans Committee	0175
Development Commission	0180
Hanover Park CONECT Committee	0195

110 – Village Board



PRESIDENT AND BOARD OF TRUSTEES 110 – ADMINISTRATION

MISSION 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 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.

FY'14 VILLAGE BOARD VISION

To be recognized as a community that:

- I. Is a great place to live, work and do business**
- II. Offers convenience through technology**
- III. Is fiscally responsible and transparent**

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

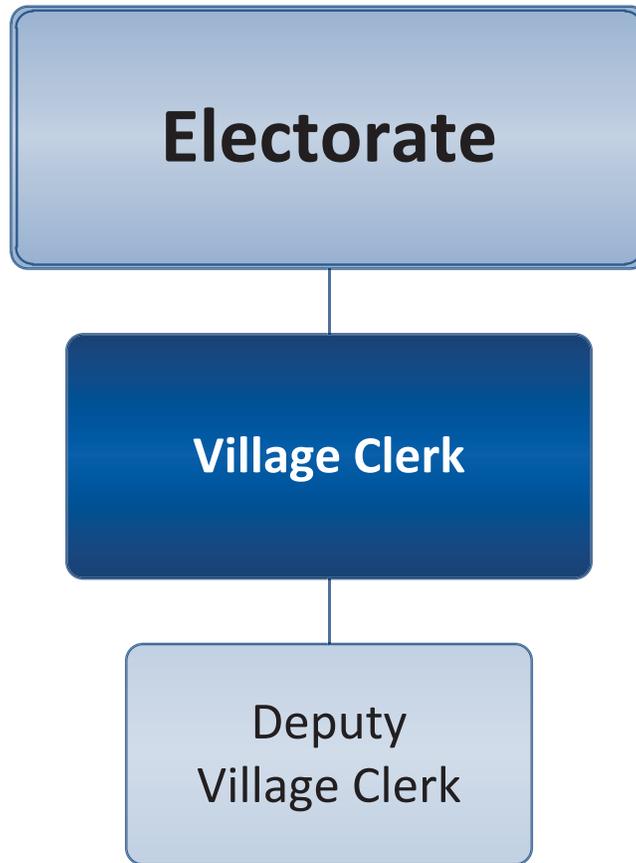
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0110 - President & Board of Trustees

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-12	Salaries-Part Time	\$ 20,267	\$ 20,889	\$ 20,400	\$ 20,400	\$ 34,800
1-42	Social Security	1,550	1,598	1,561	1,561	2,662
Total Personal Services		21,817	22,487	21,961	21,961	37,462
2-11	Office Supplies	1,436	1,702	2,350	2,000	1,200
2-13	Memberships/ Subscriptions	44,556	44,315	47,572	47,729	45,327
2-27	Materials & Supplies	329	806	3,200	2,250	900
2-31	Uniforms	686	-	-	-	-
2-99	Miscellaneous Expen.	336	509	1,200	1,250	1,200
Total Commodities		47,343	47,332	54,322	53,229	48,627
3-12	Postage	422	249	600	300	220
3-71	Schools/Conf/Meetings	12,865	8,391	9,100	6,000	5,480
3-72	Transportation	4,684	5,485	4,275	4,500	4,275
3-73	Elected Officials Initiative	-	14,179	15,050	15,050	14,000
3-91	Special Events	2,424	2,046	4,100	4,100	1,850
Total Contractual Services		20,395	30,350	33,125	29,950	25,825
Total Operating Expenditures		89,555	100,169	109,408	105,140	111,914
Total President & Board of Trustees		\$ 89,555	\$ 100,169	\$ 109,408	\$ 105,140	\$ 111,914

120 – Village Clerk



VILLAGE CLERK'S OFFICE

120 – ADMINISTRATION

GOALS

The goals of the Village Clerk's Office are to continue to create and maintain accurate records and files of all Village documents; to index all of the 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.

DESCRIPTION OF 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Attended the Clerk's Institute Seminar. (Second quarter)

Completed

2. Upgrade Records Maintenance System. (First through fourth quarters)

Pending

3. Continue to update the License and Registration Application and Renewal Process. (Second through Third Quarter)

Completed

II. Offers convenience through technologies

4. Provide Updates to Municipal Website. (First through fourth quarters)

Completed

III. Is fiscally responsible and transparent

5. Complete Open Meetings Act training. (First through fourth quarters)

Completed

2013- 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Deputy Clerk is to Attend Clerk's Institute Seminar, Village Clerk is to attend Clerk's Academy Program. (Second quarter)
2. Continue to Upgrade Records Maintenance System. (First through fourth quarters)

II. Offers convenience through technologies

3. Provide Updates to Municipal Website. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0120 - Village Clerk

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 50,261	\$ 45,015	\$ 43,428	\$ 43,428	\$ 44,731
1-12	Salaries-Part Time	4,019	1,683	-	-	5,700
1-21	Salaries - Overtime	-	-	1,000	1,000	-
1-41	State Retirement	5,272	6,671	6,758	6,758	8,147
1-42	Social Security	3,753	3,026	3,667	3,667	3,935
1-44	Employee Insurance	11,141	13,628	21,949	21,949	22,409
Total Personal Services		74,446	70,023	76,802	76,802	84,922
2-11	Office Supplies	535	80	600	600	600
2-13	Memberships/Subscriptions	80	143	560	560	560
2-31	Uniforms	-	-	150	150	150
Total Commodities		615	223	1,310	1,310	1,310
3-12	Postage	1,727	1,284	1,500	1,500	1,500
3-36	Maintenance Agreements	400	550	7,050	7,050	550
3-61	Consulting Services	-	-	7,000	7,000	7,000
3-62	Legal Services	-	289	700	700	700
3-67	Legal Publications	4,639	5,691	8,000	8,000	6,000
3-70	Binding & Printing	7,651	-	10,500	10,500	8,500
3-71	Schools/Conf/Meetings	2,512	3,033	15,350	15,350	15,350
3-72	Transportation	1,025	1,206	1,515	1,515	1,515
Total Contractual Services		17,954	12,053	51,615	51,615	41,115
Total Operating Expenditures		93,015	82,299	129,727	129,727	127,347
Total Village Clerk		\$ 93,015	\$ 82,299	\$ 129,727	\$ 129,727	\$ 127,347

125 – Village Collector



VILLAGE COLLECTOR

125 – ADMINISTRATION

GOALS

The goals of the Village Collector's Office are to provide information and assistance to Village citizens and the general public in matters concerning various services.

DESCRIPTION OF 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Continue to update the License and Registration Process. (Second through Third Quarter)

Completed

II. Offers convenience through technologies

2. Provide updates to municipal website. (First through Fourth Quarters)

Completed

3. Coordinate with IT to create electronic and user-friendly processes for renewal of licenses and registrations. (First through Fourth Quarters)

Pending

III. Is fiscally responsible and transparent

4. Monitor compliance to the Open Meetings Act 2012 amendments. (First through fourth Quarters)

Completed

2012- 2013 OBJECTIVES

I. Is a great place to live, work and do business

1. Continue to update the License and Registration Process in collaboration with other departments. (Second through Third Quarter)

II. Offers convenience through technologies

2. Provide updates to municipal website. (First through Fourth Quarters)
3. Coordinate with IT to create electronic and user-friendly processes for renewal of licenses and registrations. (First through Fourth Quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0125 - Village Collector

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 49,719	\$ 49,227	\$ 49,939	\$ 49,939	\$ 49,939
1-41	State Retirement	5,551	8,284	6,991	6,991	7,928
1-42	Social Security	3,950	4,092	3,820	3,820	3,820
1-44	Employee Insurance	10,775	8,272	13,223	13,223	13,469
Total Personal Services		69,995	69,875	73,973	73,973	75,156
2-11	Office Supplies	-	56	50	50	50
Total Commodities		-	56	50	50	50
3-12	Postage	-	-	100	100	100
Total Contractual Services		-	-	100	100	100
Total Operating Expenditures		69,995	69,931	74,123	74,123	75,306
Total Village Collector		\$ 69,995	\$ 69,931	\$ 74,123	\$ 74,123	\$ 75,306

135 – Environmental Committee



PRESIDENT AND BOARD OF TRUSTEES

0135 – ENVIRONMENTAL COMMITTEE

GOALS

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 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business.

1. Continue to expand recycling opportunities to residents and businesses. (First through Fourth quarter)

Village offers electronic, battery, light bulb, and scrap metal collection on a daily basis.

2. Expand awareness of the Community Apiary. (First through Fourth quarter)

An open house was held at the site with over 100 people in attendance.

ADDITIONAL ACCOMPLISHMENTS

1. The 4th Annual Recycling Event was held and collected were electronics, auto batteries, waste oil, antifreeze, eye glasses, household batteries, bicycles, ink cartridges, toner cartridges, cell phones, American flags, fire extinguishers, clothing, prescription medicine and also provided was paper shredding.
2. Storm sewer stenciling.
3. Participated at Kids at Hope event.
4. Participated in the DuPage County River Sweep.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business.

1. Look to cooperate with other towns for a Hazardous Materials collection event. (First quarter)
2. Continue to expand recycling opportunities for residents and villages. (Second quarter)
3. Look to improve area around apiary. (Third quarter)
4. Improve logistics for recycling. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

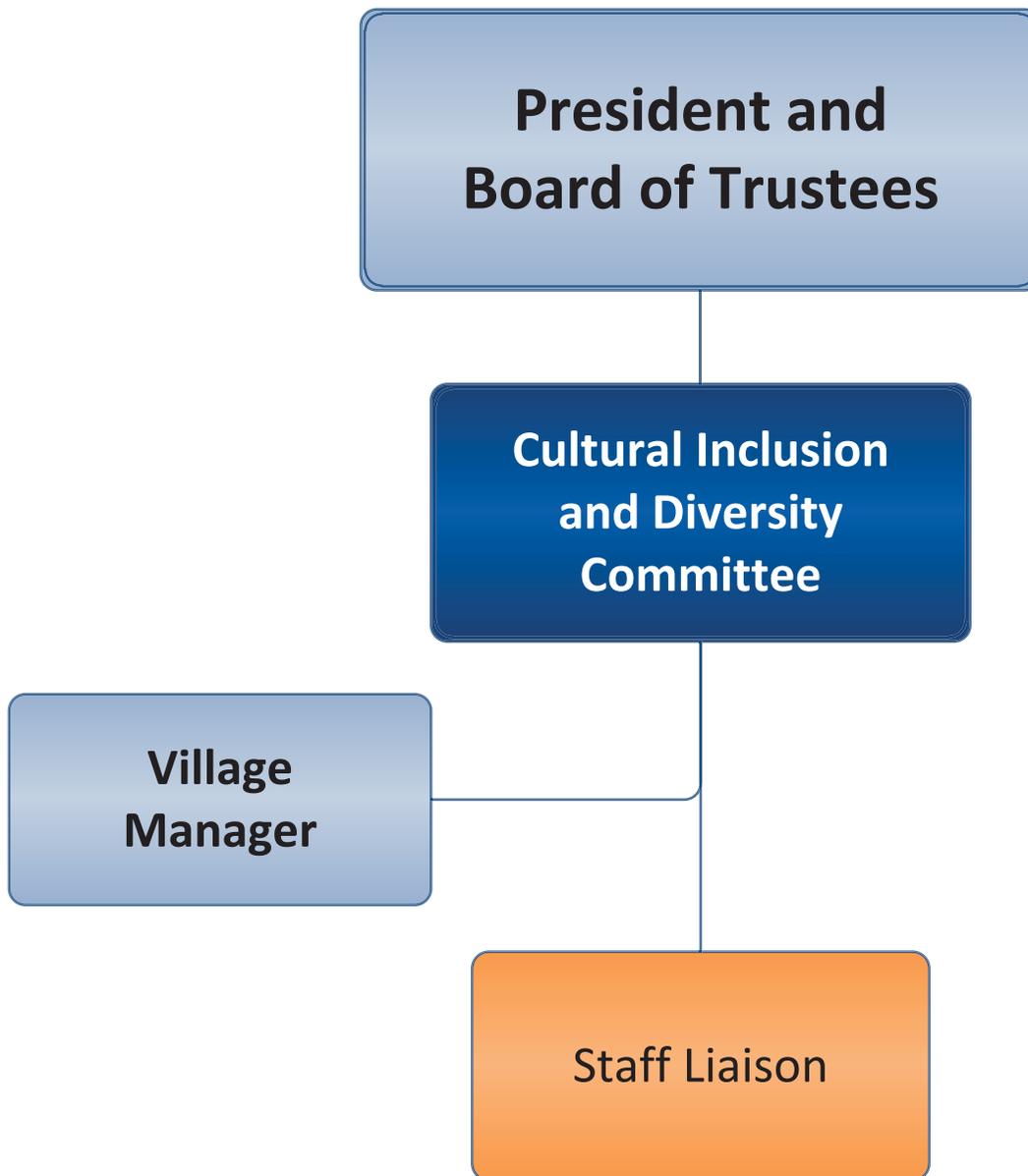
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0135 - Environmental Committee

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ -	\$ 49	\$ 50	\$ 50	\$ 50
2-13	Memberships/Subscriptions	-	649	1,050	700	525
Total Commodities		-	698	1,100	750	575
3-71	Schools/Conf/Meetings	111	-	1,400	700	950
3-91	Special Events	3,903	4,750	4,100	4,000	2,300
Total Contractual Services		4,014	4,750	5,500	4,700	3,250
Total Operating Expenditures		4,014	5,448	6,600	5,450	3,825
Total Environmental Committee		\$ 4,014	\$ 5,448	\$ 6,600	\$ 5,450	\$ 3,825



PRESIDENT AND BOARD OF TRUSTEES

160 – CULTURAL INCLUSION AND DIVERSITY COMMITTEE

GOALS

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 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Support local community events which foster inclusion and cultural diversity through participation and financial donations. The anticipated events include Hanover Park Community Resource Center (HPCRC) Basketball Tournament, HPCRC Movie at the Park, Hanover Park Park District Mexican Independence Day Celebration, Township Mental Health Fair and Interfaith Ramadan Event. (All year)

The committee supported several community events throughout the year: HPCRC Basketball Tournament, Hanover Township Mental Health Fair – School Supplies Drive, Ramadan Interfaith Dinner, Greenbrook Elementary School Meet the Author – Black History Month Celebration, and Arts around the World in Streamwood.

2. To participate in the annual Village of Hanover Park Holiday Tree Lighting event including the planning process to involve cultural celebrations. (Third quarter)

The committee decorated a tree at Village Hall and some committee members participated in the event through helping with the evening's activities.

3. To provide supporting sponsorship to an organization and attend a Martin Luther King, Jr. Remembrance and Celebration. (Third quarter)

Partnered with Hoffman Estates Cultural Relations Commission to attend and participate in their Martin Luther King, JR. breakfast held on January 21, 2013.

4. To hold an April Seminar on Strengthening the Community/Family that will focus on prevalent issues facing Hanover Park residents. (Fourth quarter)

Based on evaluation of the committee, it was decided to host quarterly events rather than one large yearly event.

5. Host leadership training for committee members to strengthen the impact of the committee.

Held leadership training sessions in November 2012 and February 2013. The first two sessions identified the different strengths and qualities of each committee member. The third session created objectives of what the committee wishes to accomplish and make them most effective.

ADDITIONAL ACCOMPLISHMENTS

1. Assisted in the Back to School Supplies event and proved backpacks and school supplies to local children.
2. Hosted “Who is My Muslim Neighbor” workshop in October 2012. This brought the community together to create a safe space to ask questions and better understand our neighbors as fellow Americans and residents of Hanover Park. The event was attended by over 100 residents and surrounding community members.
3. Collaborated with Trickster Gallery to celebrate and have a proclamation for Native American Heritage Month.
4. Hosted a community leaders reception in March 2013 to continue to strengthen ties within the community and discuss their concerns.

2013 - 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Support local community events which foster inclusion and cultural diversity through participation and financial donations. The anticipated events include HPCRC Basketball Tournament, Arts Around the World – Streamwood, Township Mental Health Fair and Interfaith Ramadan Event. (All year)
2. To provide supporting sponsorship to an organization and attend a Martin Luther King, Jr. Remembrance and Celebration. (Third quarter)
3. To host four (4) quarterly workshops/seminars on relevant/pressing topics that focus on strengthening the community of Hanover Park. (All year)
4. Host leadership training for committee members to strengthen the impact of the committee.

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

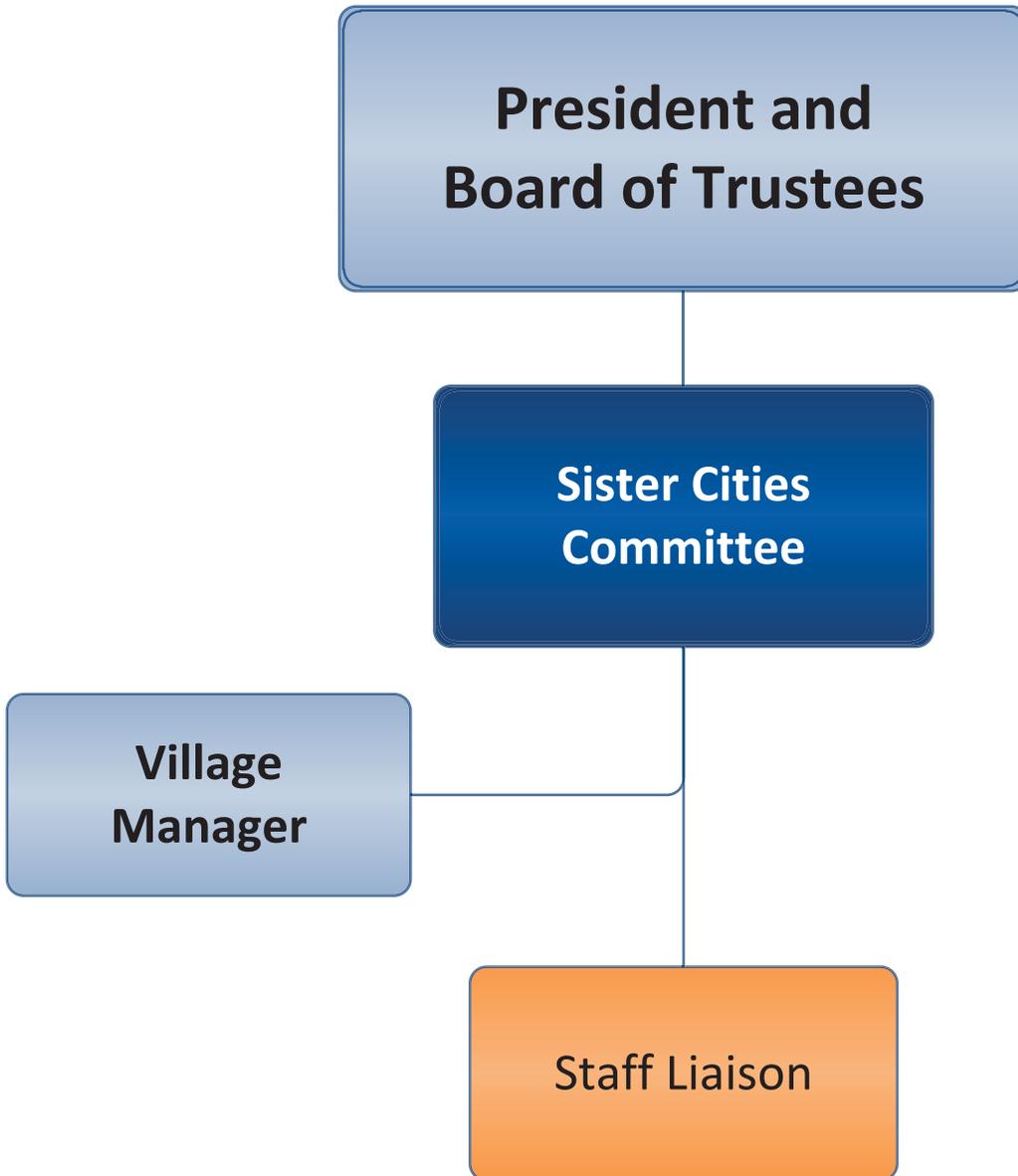
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0160 - Cultural Inclusion and Diversity Committee

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ 127	\$ 13	\$ 260	\$ 260	\$ 220
2-13	Memberships/Subscriptions	526	94	500	500	500
Total Commodities		<u>653</u>	<u>107</u>	<u>760</u>	<u>760</u>	<u>720</u>
3-12	Postage	-	-	175	175	150
3-71	Schools/Conf/Meetings	876	1,125	1,300	1,300	250
3-72	Transportation	-	-	116	116	110
3-91	Special Events	1,388	1,543	2,815	2,815	2,780
Total Contractual Services		<u>2,264</u>	<u>2,668</u>	<u>4,406</u>	<u>4,406</u>	<u>3,290</u>
Total Operating Expenditures		<u>2,917</u>	<u>2,775</u>	<u>5,166</u>	<u>5,166</u>	<u>4,010</u>
Total Cultural Inclusion and Diversity Committee		<u>\$ 2,917</u>	<u>\$ 2,775</u>	<u>\$ 5,166</u>	<u>\$ 5,166</u>	<u>\$ 4,010</u>

165 – Sister Cities Committee



PRESIDENT AND BOARD OF TRUSTEES

165 - SISTER CITIES COMMITTEE

GOALS

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 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.

2012-2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Award scholarships to students in Cape Coast and Valparaiso. (Fourth Quarter)

Pending. Distribution of the scholarships will be made in April 2013.

2. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park with areas of focus being competitions in academics, art, writing and athletics; and community service projects. (First through Fourth Quarters)

Pending. Members have attempted to coordinate communications between the schools without any results. There is a new academic liaison school administrator who has been identified and wants to work on some of these programs.

3. Support and assist in the facilitation of a Pen Pal Letter program involving students in Hanover Park, Cape Coast and Valparaiso. (First through Fourth Quarters)

Nothing to report. Pen Pal Letter programs have not been initiated between the schools.

4. Assist with students' general needs. (First through Fourth Quarters)

The schoolroom (Cape Coast) was enclosed and furniture was repaired. Funds are pending distribution in April 2013.

5. Explore possible student outreach through Hanover Park schools and area libraries to create awareness of and encourage participation in Sister Cities activities. (First through Fourth Quarters)

*Completed/Ongoing. In July 2012 the Sister Cities Committee donated books to libraries. Copies of **Tales of Cape Coast** are now available at the branches. There was a **Wife of the Gods** book discussion at the Hanover Park branch library in September, and the book is now in circulation at that library.*

6. Recruit teachers from Hanover Park schools to become part of the Sister Cities Committee membership in an effort to ensure support and continuation of student activities and programs. (First through Fourth Quarters)

A Principal from a school in Hanover Park was appointed to the Sister Cities Committee during FY13.

7. Participate in Cultural Day activities with the Cultural Inclusion & Diversity Committee. (First through Fourth Quarters)

Pending. The Sister Cities Committee will participate in the “Arts Around the World” event in April 2013 at the Poplar Creek Library in Streamwood. Artisans will display beads, masks and fabric with the Cultural Inclusion and Diversity Committee’s exhibit. The Sister Cities Committee participated in an interfaith program in August 2012 at a mosque during the Ramadan holiday. Committee members attended the “Who is my Muslim Neighbor” presentation in September 2012. Committee members attended the Cultural Day event in November 2012 at the Poplar Creek Library.

8. Attend local, state, national and international Sister City conferences. (First and Fourth Quarters)

Pending. Sister Cities Committee members will attend the Illinois State conference in Rockford during April 2013. There was no Sister Cities Committee representation at the 2012 International conference in Jacksonville, Florida.

9. Sponsor/participate in activities recognizing the Cape Coast 20th Anniversary. (First and Fourth Quarters)

Completed. The Sister Cities Committee hosted a gala 20th anniversary luncheon at the Seville. The Sister Cities Committee gave a brief presentation at the Village Board meeting on November 9th in honor of Veterans Day.

10. Attend Park District’s Mexican Independence Day event. (Second Quarter)

Completed. Members of the Sister Cities Committee staffed an information table at the Park District’s Mexican Independence Day event. Chair Linda and Members Mary Harrison, Maria Pineda and Gustavo Pineda were recognized from the stage. The Zacatecas group participated in the parade that was organized by St. Ansgar Church.

11. Submit application for the Illinois State Sister City of the Year award. (Third Quarter)

Completed. The application was submitted and although Hanover Park did not receive the award, the ISCA advised Mayor Craig that it was a close decision.

12. Apply for Sister Cities International award in recognition of children’s play room project at the Cape Coast hospital. (First Quarter)

Nothing to report. An application was not submitted because the information and support documentation could not be compiled by the deadline.

III. Is fiscally responsible and transparent

13. Explore grant or alternative funding that supports Sister City activities. (First through Fourth Quarters)

Completed. The Hanover Park Lions provided funding for Arbor Day activities and landscaping at the hearing assessment center located at the Cape Coast School for the Deaf. Private donations were obtained for raffle and door prizes at the 20th anniversary luncheon.

ADDITIONAL ACCOMPLISHMENTS

1. Members attended an environmental seminar on bee keeping in support of the Environmental Committee. Bee keeping is a large cottage industry in Ghana.
2. Members participated in the holiday tree decorating activities.
3. Members attended the Zacatecas Federation festival in Melrose Park in July 2012 the day following the Cape Coast 20th anniversary luncheon. Artisans from Valparaiso participated in the festival.

4. Members assisted and escorted Zacatecas Mayor Torres and his delegation when they visited the area in July 2012 to attend the 20th anniversary luncheon and festival in Melrose Park.
5. The Committee welcomed special guest Prince Kwame Kludjeson who traveled from Ghana to attend the 20th anniversary luncheon.
6. Members participated in the events sponsored by St. Ansgar's Church over the Mexican Independence holiday.
7. In December 2012 the Sister Cities Committee hosted a "Show of Interest" meeting for a potential third Sister City in Nageshwari, Bangladesh.
8. Two new members were welcomed to the Sister Cities Committee with the appointments made in October 2012 and January 2013.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Award scholarships to students in Cape Coast and Valparaiso. (Fourth Quarter)
2. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park with areas of focus being competitions in academics, art, writing and athletics; and community service projects. (First through Fourth Quarters)
3. Assist with Cape Coast Hanover Park Primary School students' general needs. (First through Fourth Quarters)
4. Participate in the Mexican Independence Day activities within the Hanover Park community. (Second Quarter)
5. Apply for Sister Cities International award in recognition of the children's play room project at the Cape Coast hospital. (First Quarter)
6. Recruit a volunteer with expertise in writing grants and knowledge of where to seek resources for available funds. (First through Fourth Quarters)
7. Participate in a craft fair or exhibit at an area cultural event. (First through Fourth Quarters)
8. Develop a brochure and update the website to promote Sister Cities activities. (First through Fourth Quarters)
9. Participate in the staging of the Sister Cities display at Village Hall in the Council Chambers. (First through Fourth Quarters)
10. Attend local, state and international Sister City Conferences. (First and Fourth Quarters)

III. Is fiscally responsible and transparent

11. Explore grant and alternative funding that supports Sister Cities' activities. (First through Fourth Quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

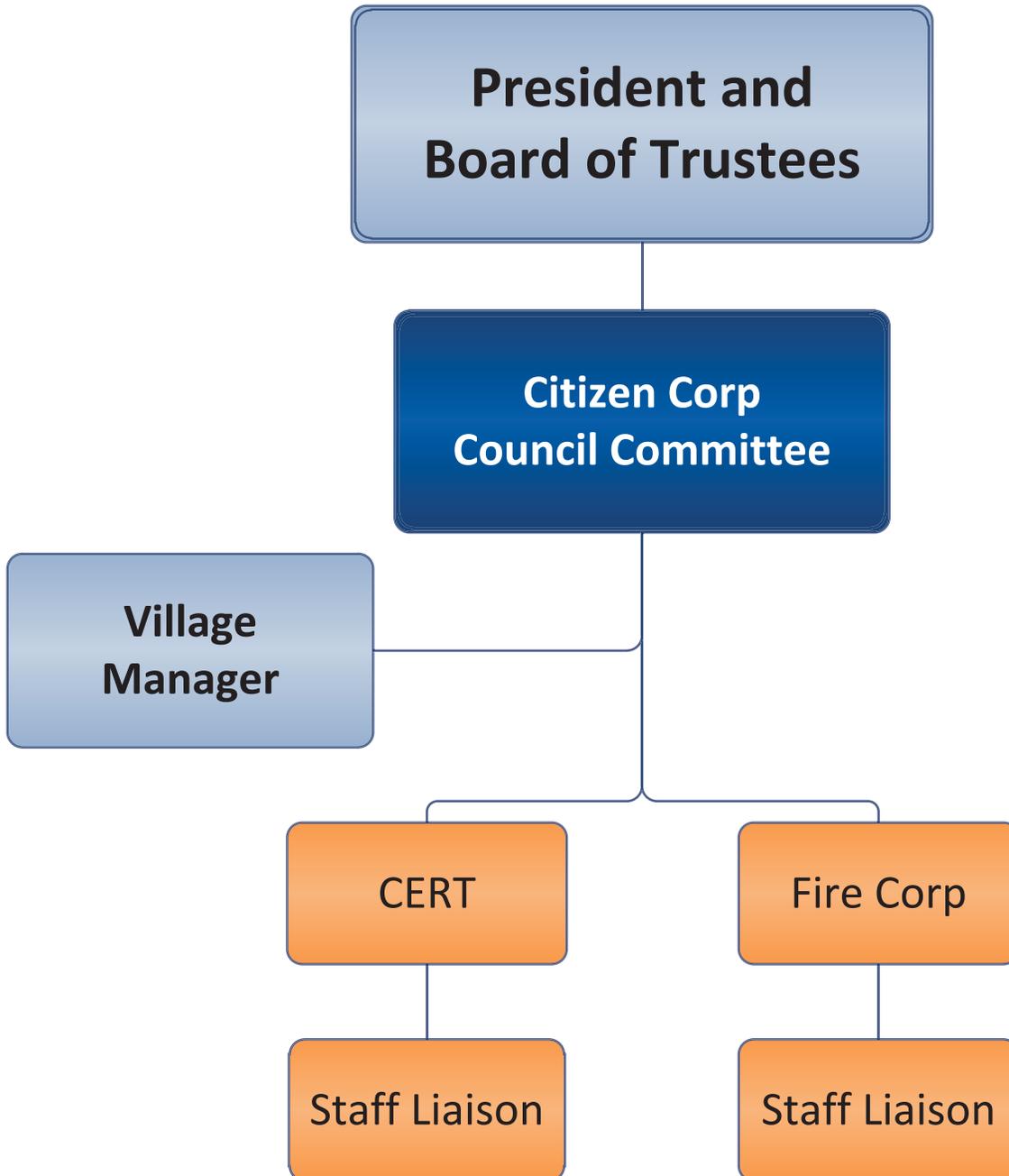
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0165 - Sister Cities Committee

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ 24	\$ 35	\$ 210	\$ 210	\$ 100
2-13	Memberships/Subscriptions	695	695	700	700	700
Total Commodities		<u>719</u>	<u>730</u>	<u>910</u>	<u>910</u>	<u>800</u>
3-12	Postage	46	33	250	250	200
3-71	Schools/Conf/Meetings	979	1,138	2,700	1,200	2,700
3-91	Special Events	1,700	2,400	4,925	4,200	2,200
Total Contractual Services		<u>2,725</u>	<u>3,571</u>	<u>7,875</u>	<u>5,650</u>	<u>5,100</u>
Total Operating Expenditures		<u>3,444</u>	<u>4,301</u>	<u>8,785</u>	<u>6,560</u>	<u>5,900</u>
Total Sister Cities Committee		<u>\$ 3,444</u>	<u>\$ 4,301</u>	<u>\$ 8,785</u>	<u>\$ 6,560</u>	<u>\$ 5,900</u>

170 – Citizen Corp Council Committee



PRESIDENT AND BOARD OF TRUSTEES

170 - CITIZEN CORPS COUNCIL COMMITTEE

GOALS

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.

DESCRIPTION OF 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct quarterly Community Emergency Response Team (CERT) training classes with active CERT members. (Third Quarter)

Completed. CERT trainers created and implemented quarterly CERT training classes.

2. Maintain a database of all trained CERT members. (Second Quarter)

Completed. The Deputy Chief of Support Services maintains the database.

ADDITIONAL ACCOMPLISHMENTS

1. Appointed Jim Kemper as the new Chairman of the Citizen Corps Council.
2. Appointed a new member of the Council to replace Phil McBride.

2013- 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Maintain a database of all trained CERT members. (Second Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

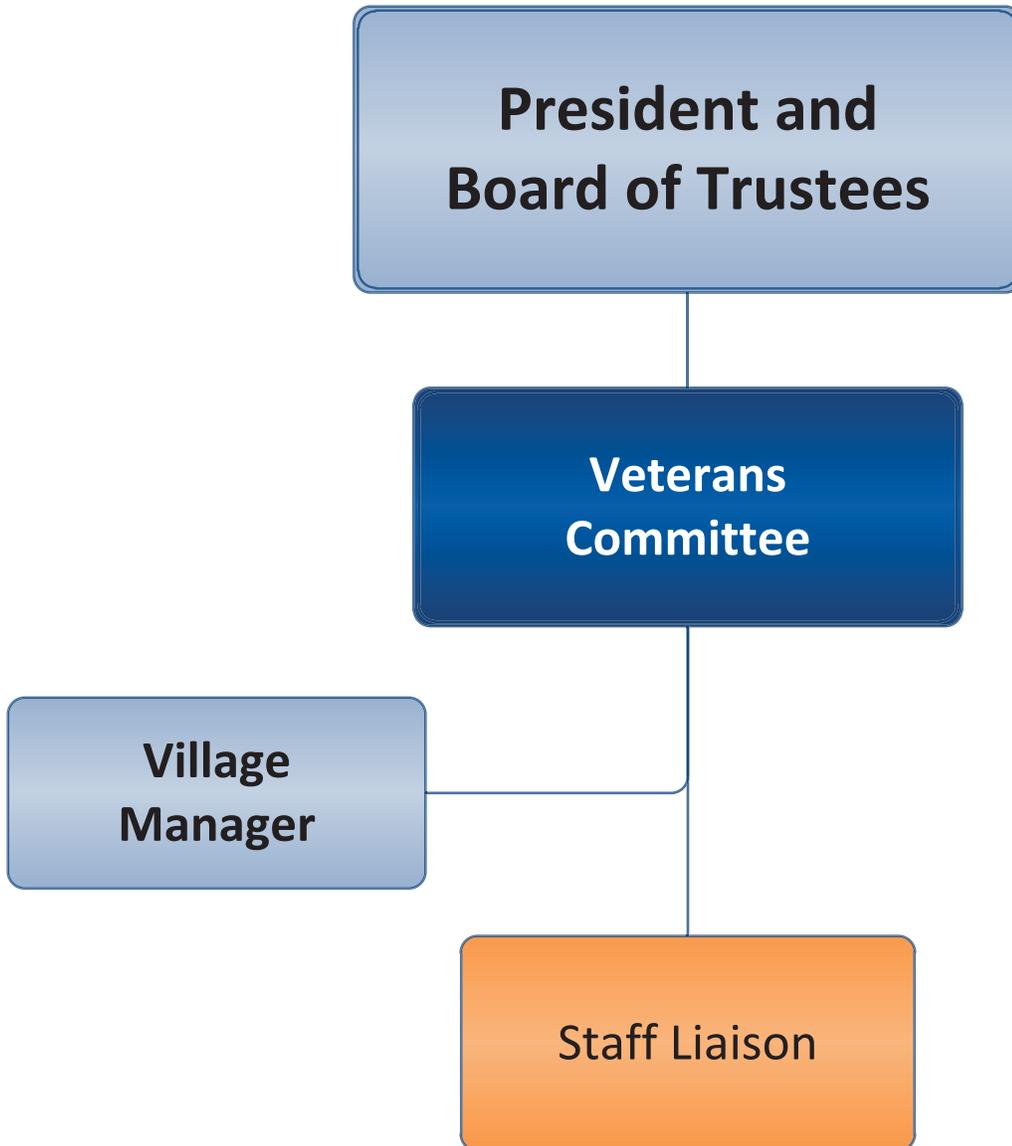
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0170 - Citizens Corp Council

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ -	\$ -	\$ -	\$ -	\$ 500
2-13	Memberships/ Subscriptions	-	-	-	-	200
2-14	Books/Publications/Maps	-	-	-	-	50
2-23	Communications Parts	200	-	-	171	100
2-27	Materials & Supplies	-	699	-	-	500
2-31	Uniforms	-	-	-	-	150
2-34	Small Tools	-	-	-	-	100
Total Commodities		200	699	-	171	1,600
3-12	Postage	-	-	-	-	200
3-71	Schools/Conf/Meetings	-	5,270	5,500	5,500	500
Total Contractual Services		-	5,270	5,500	5,500	700
Total Operating Expenditures		200	5,969	5,500	5,671	2,300
Total Citizen Corp Council		\$ 200	\$ 5,969	\$ 5,500	\$ 5,671	\$ 2,300

175 – Veterans Committee



PRESIDENT AND BOARD OF TRUSTEES

0175 – VETERANS COMMITTEE

GOALS

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

DESCRIPTION OF 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Reach out to as many 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. (First through Fourth quarters)

Added 16 residents to the Honor Roll plaque.

III. Is fiscally responsible and transparent

2. Seek funding and donations for the construction of the Memorial Plaza. (First quarter)

157 bricks were sold.

ADDITIONAL ACCOMPLISHMENTS

1. Committee completed the construction of the Veterans Memorial which was dedicated on November 11, 2012.
2. Committee participated in the Touch A Truck and Car Show.
3. Committee conducted a Memorial Day ceremony which included the Veterans Memorial groundbreaking.
4. Committee helped organize the 9-11 Event.
5. Committee attended Kids At Hope event.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Reach out to as many 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. (First through Fourth quarters)

III. Is fiscally responsible and transparent

2. Continue to seek funding for the Memorial through brick sales. (First through Fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

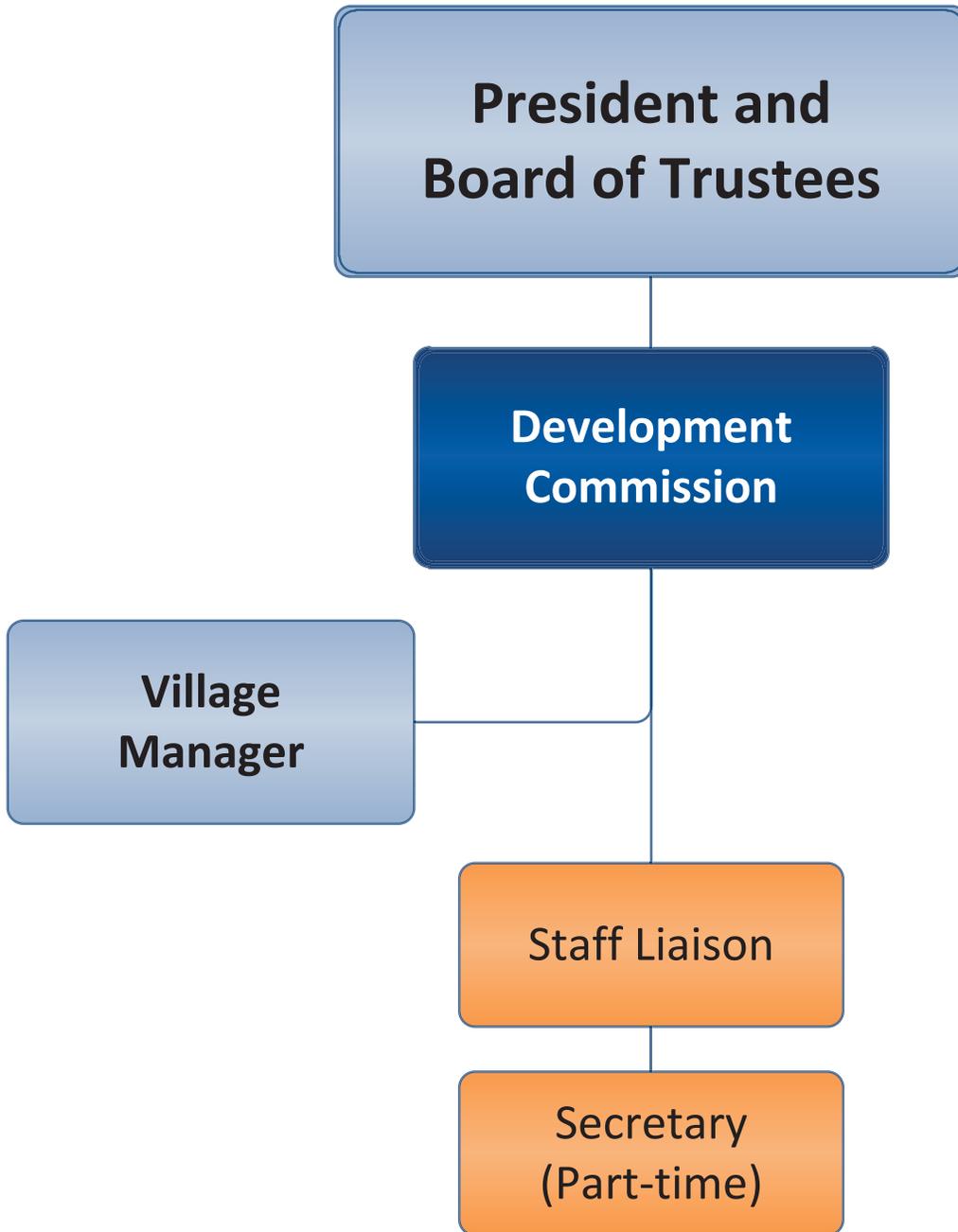
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0175 - Veterans Committee

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ -	\$ 101	\$ 50	\$ 51	\$ 100
2-13	Memberships/ Subscriptions	-	-	200	-	-
2-27	Materials & Supplies	-	498	700	500	700
Total Commodities		-	599	950	551	800
3-12	Postage	-	9	100	60	50
3-91	Special Events	-	1,016	2,350	1,000	1,060
Total Contractual Services		-	1,025	2,450	1,060	1,110
Total Operating Expenditures		-	1,624	3,400	1,611	1,910
Total Veterans Committee		\$ -	\$ 1,624	\$ 3,400	\$ 1,611	\$ 1,910

180 – Development Commission



PRESIDENT AND BOARD OF TRUSTEES

180 – DEVELOPMENT COMMISSION

GOALS

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, rezonings (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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, special uses, and zoning code amendments. (First through fourth quarters)

Ongoing. Reviewed multiple development applications, including one for a special use and variance for new construction, in a timely and professional manner, providing meaningful comments and clear recommendations to the Board. Held several meetings to craft updated regulations for automatic changeable copy signs (electronic signs), reviewing research and industry best practices prior to forwarding fully-crafted final recommendations for changes to the Board.

2. Support implementation of the Village Center Plan, considering plan goals and zoning and design recommendations when reviewing development proposals. (First through fourth quarters)

Ongoing. Village Center plan goals considered as applicable for development applications and regulation review, particularly related to the regulation of automatic changeable copy signs.

3. Pursue development strategies outlined in the Comprehensive Plan when reviewing development proposals. (First through fourth quarters)

Ongoing. Comprehensive Plan goals considered for all development applications and regulation review, considering the impact of potential changes to regulation of parking of commercial vehicles in residential districts and automatic changeable copy signs on the character of neighborhoods and commercial corridors. Additionally, the impact of a new commercial structure and business along Irving Park Road and way in which it would relate to the character of the corridor and existing businesses was considered.

II. Offers Convenience through technologies

4. Seek additional training opportunities as they present themselves. (First through fourth quarters)

Ongoing. Participated in a comprehensive 3 hour training session for development commissioners offered by the Chaddick Institute of DePaul University, which covered the commissioner's role, basic planning principles, legal considerations, and best practices. Also reviewed Open Meetings Act regulations and discussed Robert's Rules of Order and the Commission's meeting procedures.

5. Provide up-to-date information regarding Development Commission meetings and activities on the Village website. (First through fourth quarters)

Ongoing. Full meeting agendas, packets, and minutes provided on the Village website prior to every meeting.

III. Is fiscally responsible and transparent

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

Ongoing. Considered development proposal, including special use and variance application, for development of a new commercial building and establishment of a motor vehicle service shop in TIF #4. The way in which the business would integrate physically and use-wise with the area was considered, as well as the additional business activity and revenue it would bring to the TIF, corridor, and Village were also considered in their positive recommendation for the application.

7. Promote redevelopment of the Hanover Square Shopping Center, providing timely and thoughtful recommendations. (First through fourth quarters)

Ongoing. Receive monthly updates on the status of the center, providing feedback as necessary.

8. Assist in a study for consideration of a new TIF surrounding the old Menards. (First quarter)

Ongoing. Reviewed and provided feedback on the draft and final TIF 5 plan, which surrounds the old Menards at Irving Park and Wise Roads. Provided feedback and recommendations for development potential and considerations. Participated in the Irving Park Road Corridor Study, which gathered feedback on the new TIF area and provided recommendations for its redevelopment.

9. Assist in an Urban Land Institute Technical Assistance Panel to assess development opportunities along Irving Park Road as a part of a grant from the Chicago Metropolitan Agency for Planning. (First quarter)

Ongoing. Several members participated in each stage of the Irving Park Corridor Study, attending multiple open houses, participating in stakeholder interviews, and inviting friends and neighbors to participate. Provided feedback for the formation of the study at these events, and reviewed final study report.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, 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, and Irving Park Corridor Study, by considering plan goals and zoning and design recommendations when reviewing development proposals. (First through fourth quarters)
3. Receive public comments related to development and business regulations, perform research, and provide recommendations for changes and improvements to regulations as needed. (First through fourth quarters)

II. Offers Convenience through technologies

4. Seek additional training opportunities as they present themselves. (First through fourth quarters)
5. Provide up-to-date information regarding Development Commission meetings and activities on the Village website. (First through fourth quarters)

III. Is fiscally responsible and transparent

6. Evaluate and provide recommendations to the Village Board regarding development in all TIF Districts. (First through fourth quarters)
7. Provide timely and thoughtful recommendations related to the redevelopment of the Hanover Square Shopping Center as needed. (First through fourth quarters)
8. Recommend potential development strategies based upon applicable Village and special area plans. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

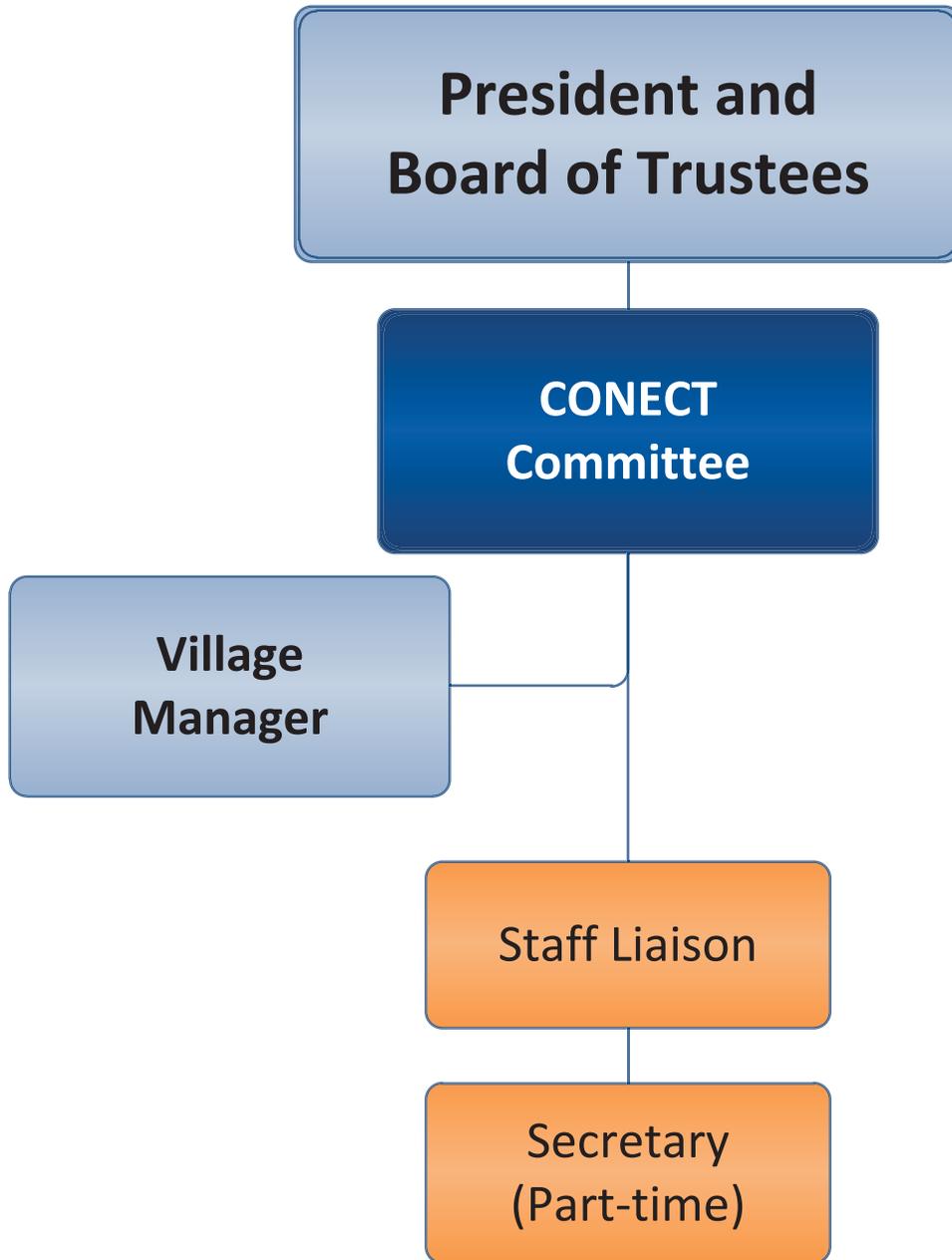
Fund 001 - General Fund

Department 0180 - Development Commission

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-21	Salaries-Overtime	\$ -	\$ 158	\$ 800	\$ 800	\$ -
1-41	State Retirement	-	33	111	111	-
1-42	Social Security	-	12	62	62	-
Total Personal Services		-	203	973	973	-
2-11	Office Supplies	-	-	150	-	-
2-13	Memberships/Subscriptions	-	108	160	-	250
2-14	Books/Publications/Maps	-	99	305	-	250
2-99	Miscellaneous Expen.	-	-	50	-	200
Total Commodities		-	207	665	-	700
3-12	Postage	5	100	150	-	200
3-71	Schools/Conf/Meetings	79	82	225	1,290	1,075
Total Contractual Services		84	182	375	1,290	1,275
Total Operating Expenditures		84	592	2,013	2,263	1,975
Total Development Commission		\$ 84	\$ 592	\$ 2,013	\$ 2,263	\$ 1,975

195 – Hanover Park CONECT Committee

(Committee on Networking Education and Community Teamwork)



PRESIDENT AND BOARD OF TRUSTEES

195 - CONECT COMMITTEE

GOALS

The goals of the Committee on Networking, Education and Community Teamwork (CONNECT) are: Strengthen the Village's business community by encouraging the retention of existing businesses and attraction of new business; Serve as a business liaison, providing feedback on the impact of activities and regulations on businesses; and, Support and provide feedback on Village economic development activities related to business and development 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.

CONNECT facilitates formal and informal networking opportunities. Specifically, CONECT coordinates and hosts the following programs and activities on an ongoing basis:

Conducts "Welcome" visits to new businesses gifting them with a plant and providing 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 *HiLighter* Newsletter, a CONECT Brochure and Volunteer Application, and a Chamber Membership Application.

Coordinates and hosts annual activities promoting Hanover Park and encouraging networking among local businesses including Ribbon Cuttings, Realtor & Business Reception, Chamber "Business after Hours" and Mayor's Choice Business Award Program.

Continues outreach and public relations with businesses, developers, and residents by providing correspondence relevant to current projects and challenges being addressed by the Village, continuing the enhancement of the Village's image.

Encourages Village-licensed restaurants to participate in "Dine in Hanover Park". By participating in this program, businesses receive additional exposure through marketing in our Village *HiLighter* newsletter, and area residents receive a 20% savings on their purchases. This marketing is at no cost to the business. It's a "Win-Win."

Provides recommendations, guidance and opportunities regarding business retention and attraction activities. Staff continues to work with CONECT regarding development updates and potential business retention, expansion, and attraction proposals.

2012 – 2013 OBJECTIVES

I. Is a great place to live, work and do business

1. To host a Community Business Luncheon showcasing development activities in Hanover Park. (Third quarter)

Complete. This year CONECT reformatted and expanded their Realtor event, holding an evening Realtor & Business Reception at the Hanover Park Park District on November 14, 2012. Over 70 realtor and business associates and 13 local service agencies were in attendance. By holding the event at the Park District, overlooking the tennis courts, attendees were introduced to this facility's offerings as an option for future venues and services and also were the first to enjoy recent updates made to this facility.

2. To sponsor an "After-Hours" event through the Chamber of Commerce. (Fourth quarter)

Complete. CONECT hosted a Chamber "Business after Hours" on February 12, 2013. This event was held at the Hanover Park Park District.

3. Work with Chamber to promote economic activity and visibility in Hanover Park. (First through fourth quarters)

Ongoing. CONECT continues to work with the Chamber in all of their events, including the Realtor & Business Reception and "Business After Hours Event" and provided a sponsorship and attendance at the Chamber's Annual Awards Dinner on December 14, 2012. They continue discussions with the Chamber about potential ways in which the two groups may better work together to more efficiently provide services to local businesses.

CONECT supported and helped to promote multiple local businesses throughout the year. They hosted 6 ribbon cutting events, which welcome and introduce local businesses, as well as provide opportunity for promotion in the Hi-Lighter. They also performed welcome visits to 12 new businesses, providing welcoming flowers, new business and Village information, and an invitation to participate in Village business activities such as CONECT and the Chamber.

CONECT members also provided business feedback and support at a number of Village events, where they provided information about business-related programs in the Village and ongoing economic development activities. They attended the Police Headquarters Dedication, the Northwest Fourth Fest, and Youth Benefit Ball. They also provided assistance and feedback for the Irving Park Road Corridor Study, holding a Business Lunch meeting to gather feedback from local businesses, attending open houses, and participating in stakeholder interviews.

II. Offers convenience through technologies

4. Continue to strengthen “Shop Hanover Park” initiatives. (First through fourth quarters)

Complete. “Shop Hanover Park” – Originally this program was offered to Village-licensed businesses. Because of low participation, CONECT approved inclusion of Village-licensed contractors and realtors. Along with these efforts, WebQA Representatives were present at our Business after Hours and Realtor & Business Reception to promote and register businesses on site.

Based on a staff report presented to CONECT at their December 11, 2012 meeting, it was determined the cost of the program did not justify the ROI (Return on Investment). Only 63 business/contractors/realtors have registered out of 690 plus who are eligible. This, along with limits to the software, supports CONECT’s recommendation for termination of the third-year contract option with WebQA for a savings of \$3,000.

5. Continue “Dine in Hanover Park” promotion whereby coupons for Village restaurants are distributed to residents. (First through fourth quarters)

Ongoing. CONECT continues to seek business participation; however, finds it difficult to get buy-in to this program based on our economic times and business owners feeling their prices are too low to offer an additional 20% discount to patrons.

6. Consider expanding coupon availability to other businesses. (First through fourth quarters)

Ongoing. Initiated “Shop Hanover Park” program from WebQA, through which local businesses were able to list their business information, coupons, sales, and other promotional information on the Village website. After two years of promoting the program, it was cancelled due to limited participation. Free means of promoting businesses online are now shared with local businesses.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Host a Realtor and Business Reception showcasing opportunities in Hanover Park. (Third quarter)
2. Sponsor a “Business after-Hours” event through the Chamber of Commerce. (Fourth quarter)
3. Update/revise our “New Business Packet” that is shared with all new businesses during welcome visits. (First quarter)
4. Create a “New Business” questionnaire and incorporate six-month follow up visits with business owners. Share results with Committee and work to address issues and concerns of businesses. (First through fourth quarters)

5. Increase Committee representation at community events sponsored by the Village: Maxwell Street, Tree Lighting, Fire Open House, Car Show, etc. (First through fourth quarters)

II. Offers convenience through technologies

6. Continue “Dine in Hanover Park” promotion whereby coupons for Village restaurants are distributed to residents through the Village *HiLighter* Newsletter and posted on the Village’s website. (First through fourth quarters)
7. Upon the completion of the Annual Realtor & Business Reception and Chamber Business after Hours events, conduct a survey of attendees. Results will measure success of the event and focus on areas that need improvement. (Third through fourth quarters)
8. Increase efforts to collect business emails addresses through business license forms and events. Contact businesses via email rather than through U.S. Postal mailings. (First through fourth quarters)
9. Continue to feature Ribbon Cuttings and include Spotlight on Business articles in the Village *HiLighter* Newsletter. (First through fourth quarters)

III. Is fiscally responsible and transparent

10. Provide feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns regarding Village regulations and policies. (First through fourth quarters)
11. Provide feedback on Village economic development activities related to business and development promotion and marketing, land use and transportation planning, workforce development, etc. (First through fourth quarters)
12. Encourage the role of the Chamber to focus on outreach to current and new businesses, increasing their retention and expansion in order to better utilize resources and strengths of the Village and Chamber. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

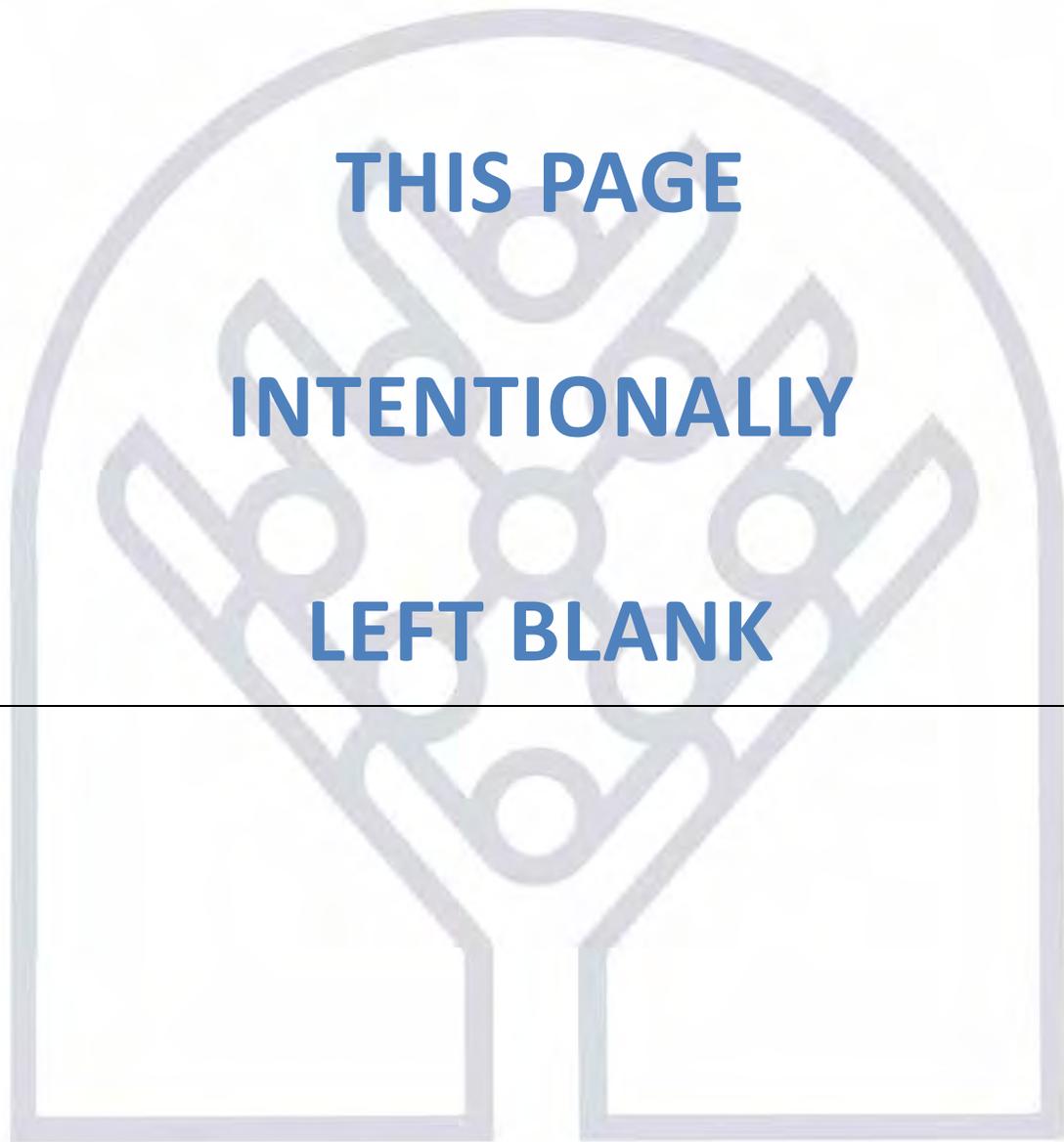
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0195 - Hanover Park CONECT Committee

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ 109	\$ -	\$ 700	\$ -	\$ -
2-13	Memberships/Subscriptions	560	-	525	525	750
2-99	Miscellaneous Expenses	-	10	50	-	50
Total Commodities		<u>669</u>	<u>10</u>	<u>1,275</u>	<u>525</u>	<u>800</u>
3-12	Postage	202	543	1,200	902	850
3-71	Schools/Conf/Meetings	475	-	-	-	-
3-91	Special Events	6,117	7,465	8,600	5,058	3,700
Total Contractual Services		<u>6,794</u>	<u>8,008</u>	<u>9,800</u>	<u>5,960</u>	<u>4,550</u>
Total Operating Expenditures		<u>7,463</u>	<u>8,018</u>	<u>11,075</u>	<u>6,485</u>	<u>5,350</u>
Total Hanover Park CONECT Committee		<u>\$ 7,463</u>	<u>\$ 8,018</u>	<u>\$ 11,075</u>	<u>\$ 6,485</u>	<u>\$ 5,350</u>



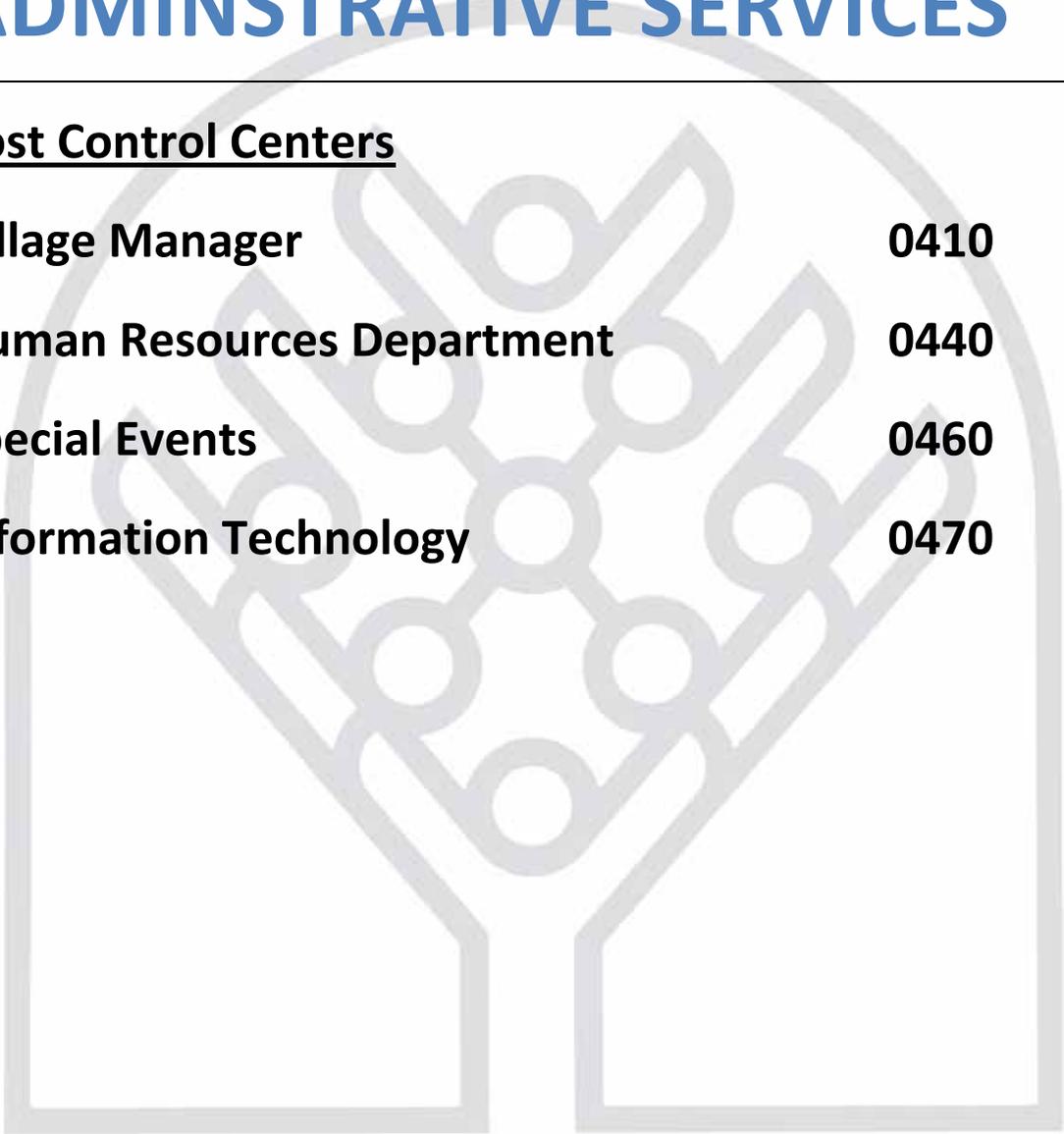
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Hanover Park

ADMINISTRATIVE SERVICES

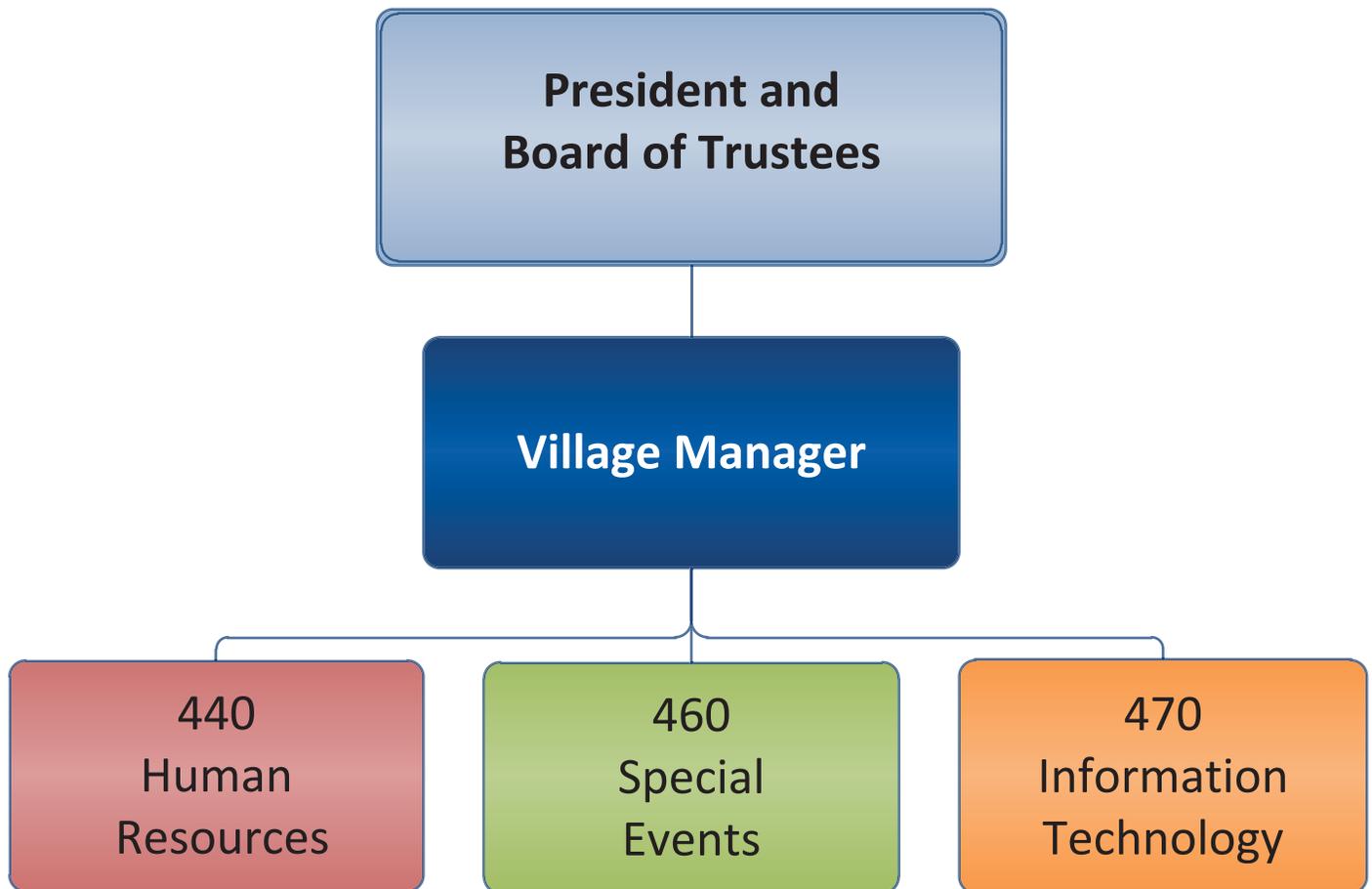
Cost Control Centers

Village Manager	0410
Human Resources Department	0440
Special Events	0460
Information Technology	0470

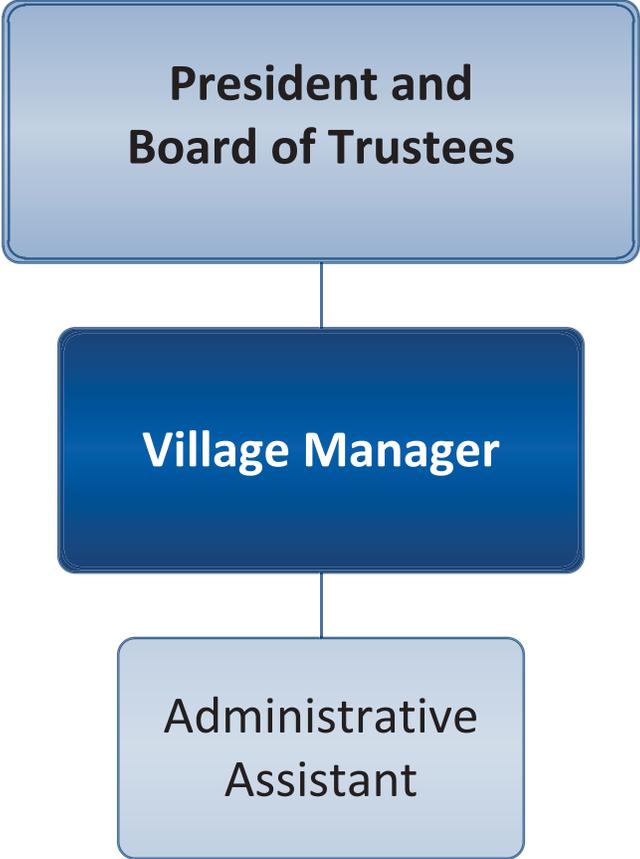


Hanover Park

Organization of Administrative Services



410 – Village Manager



VILLAGE MANAGER

410 - ADMINISTRATION

GOALS

The goal of the Village Manager's Office is to 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 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Oversee the transition of the Village Hall expansion into the old Police Headquarters. (First and Second Quarters)

Continuing. Human Resources and Inspectional Services staff have moved over to the old Police area. Public Works is working on completing the additional office space within the area for the IT Department to move to.

2. Development of TIF 5. (First through Fourth Quarters)

Staff worked with the Village TIF Attorney to prepare a Redevelopment Plan & Project for the creation of a new Irving Park Road East Tax Increment Financing district (TIF #5) around the intersection of Irving Park and Wise Roads. Staff continually works to maintain the safety of the key 'old Menards' property in the area through code enforcement and promote the redevelopment of the site.

3. Completion and opening of Barrington streetscape and monument sign. (Second Quarter)

As a final project of TIF #2, Staff worked with the 3D Design firm to install extensive landscaping, a public seating area, and a public information sign. The design was awarded the 2012 Belgard World Class Award for commercial hardscape projects for its creativity, technical sophistication, aesthetics, and quality of work.

4. After Board discussion, as part of the budgeting process, implement any direction regarding the lease agreement and development of MWRD property. (Fourth Quarter)

Upon Board approval in December, 2012, the Metropolitan Water Reclamation District (MWRD) property lease agreement was signed. Additionally, ten soil borings were drilled and sampled at the site for environmental laboratory analysis in December, 2012. Staff will work on developing user agreements.

III. Is fiscally responsible and transparent

5. Continue updates to the Administrative Policy manual. (First through Fourth Quarters)

Continuing. Staff has updated the following policies: Purchasing Policy, Procurement Card Policy, Barrington Road Sign Policy, Special Events Policy, and Building Security/Emergency Policy.

6. Provide Board with quarterly updates to the Strategic Plan. (First through Fourth Quarters)

Completed. Staff has continued to provide the Board with quarterly strategic planning updates.

Additional Accomplishments

1. Updated Village website to be in compliance with the Ten Point Transparency Checklist
2. Hanover Square Shopping Center - Staff and Property Managers worked extensively on the maintenance, improvement, and promotion of the Hanover Square Shopping Center throughout the year. Repairs included roof work on both buildings, HVAC and electrical repairs throughout, and parking lot patching and signage. The vacant 'old Shires Restaurant' building (6794 Barrington) was purchased by the Village and demolished and a new monument sign was installed at the center. A new lease was established with a taqueria and lease details were finalized for a joint Education & Work Center. A construction manager was obtained and performed 'white box' buildout of the 'old Siri Thai' space (6602 B Barrington). Plans were prepared for buildout of the Education & Work Center.
3. Revised and updated the municipal code which included the Village's Gaming Ordinance, revised the Sign Ordinance for electronic signs, and made updates to the Liquor Code.
4. Reviewed and modified the business license process.
5. Completed the County Farm Road Transit Service Study and published the final report.
6. Archiving and display of historical documents began.
7. Developed and presented a balanced budget. Provided the Village Board with quarterly budget updates.
8. Completed the Veterans Memorial under budget and held a Veterans Plaza Dedication on November 11, 2012.
9. Oversaw execution of CMAP Local Technical Assistance Grant for the Urban Land Institute (ULI) to hold a Technical Assistance Panel (TAP) on the Irving Park Road Corridor.
10. Held an Open House for the new Police Headquarters on May 2, 2012.
11. Finalized Village Center Plan - Following the completion of the Village Center Plan, Staff began work on several key implementation steps. Pursued a Traffic Operations Feasibility Study for the Elgin O'Hare boulevard extension, began to work with local wetland jurisdictional agencies, and focused property improvement and promotion on the northern side of Lake Street (including work on Hanover Square).
12. The Municipal Electric Aggregation Referendum passed on March 20, 2012. An Ordinance was passed to proceed with the aggregation and to utilize NIMEC (Northern Illinois Municipal Electric Cooperative) as the Village's Broker in June, 2012. Residents started receiving the lower rate for their electric supply towards the end of August, 2012. The Village will be bringing annual rate bids to the Village Board to approve going forward.

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Continue renovations on Hanover Square and work to acquire new tenants and retain existing tenants (First through Fourth Quarters)
2. Continue review and update administrative policies (First through Fourth Quarters)
3. Hire a Community Development Director (First Quarter)
4. Develop use agreements for the MWRD property, and make improvements to property (First through Fourth Quarters)
5. Continue the transition of departments to the east wing of Village Hall (First and Second Quarters)
6. Update of zoning ordinance and municipal code (First through Fourth Quarters)
7. Continue to pursue strategic implementation steps of the Village Center Plan, focusing on market study and promotion of specific properties along the north side of Lake Street, promotion of the Elgin O'Hare boulevard extension, understanding of wetlands, and guidance of private property improvements to properties south of the Metra station (First through Fourth Quarters)

II. Offers Convenience Through Technologies

1. Acquire and Implement new ERP System for the village. (First through Fourth Quarters)

III. Is fiscally responsible and transparent

1. Continue to improve the fiscal health of the community through the budget process. (First through Fourth Quarters)
2. Work to create and implement procedures for the Village's internal Adjudication System. (First through Fourth Quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

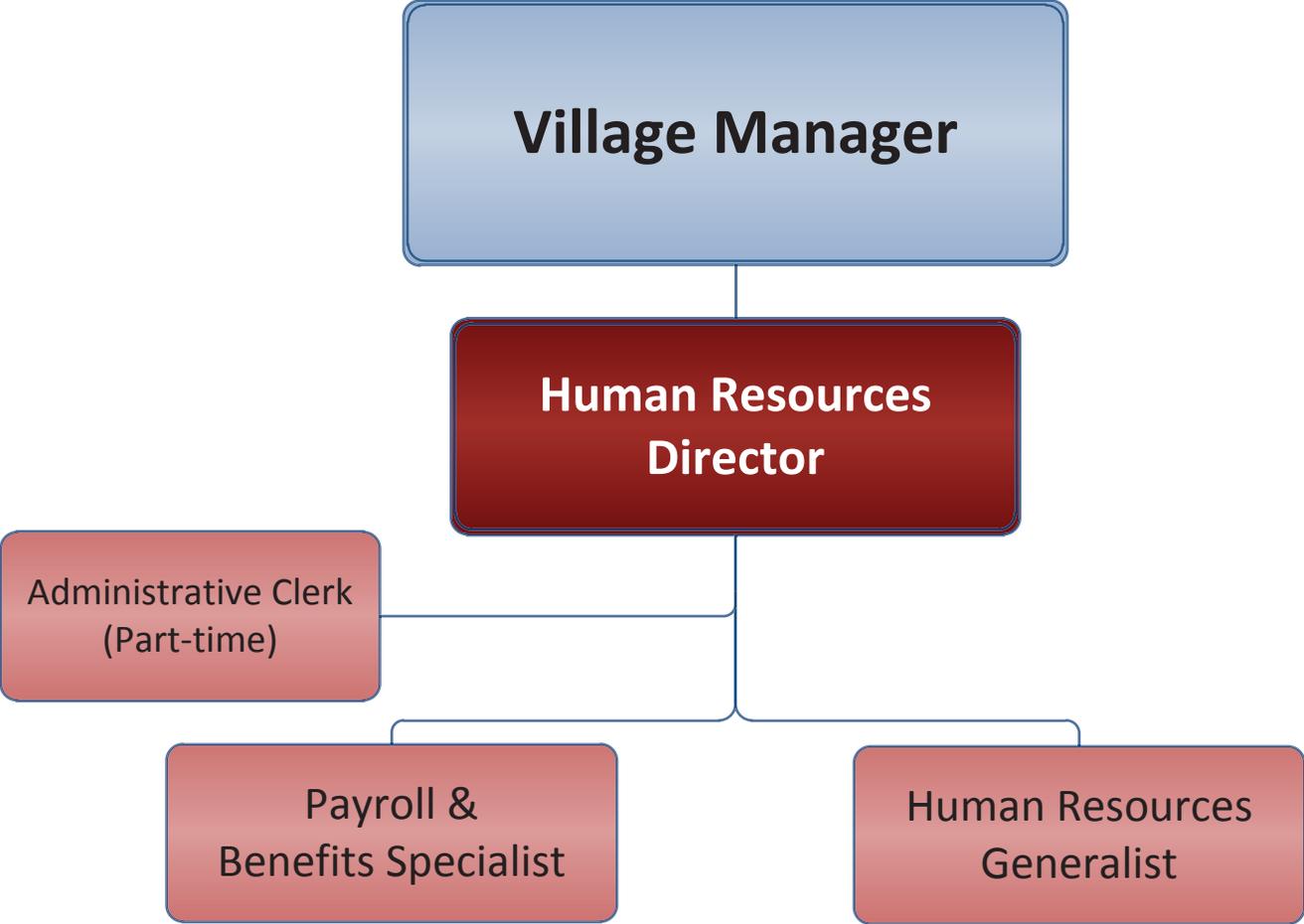
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0410 - Village Manager

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 194,671	\$ 288,167	\$ 196,436	\$ 168,000	\$ 198,902
1-21	Salaries-Overtime	15,752	21,248	12,000	20,500	15,000
1-41	State Retirement	21,975	35,543	29,389	29,389	33,957
1-42	Social Security	12,967	13,842	14,212	14,212	14,789
1-44	Employee Insurance	23,495	41,286	26,306	26,306	24,136
Total Personal Services		268,860	400,086	278,343	258,407	286,784
2-11	Office Supplies	759	1,005	800	700	750
2-13	Memberships/Subscriptions	1,954	2,569	2,375	1,900	2,000
2-14	Books/Publications/Maps	-	-	50	-	-
2-27	Materials & Supplies	134	277	200	15	-
2-99	Miscellaneous Expen.	252	282	250	303	175
Total Commodities		3,099	4,133	3,675	2,918	2,925
3-12	Postage	190	226	1,050	350	590
3-36	Maintenance Agreements	1,089	1,489	2,734	-	-
3-51	Equipment Rentals	3,064	-	-	-	-
3-61	Consulting Services	19,655	42,000	42,000	42,000	22,000
3-71	Schools/Conf/Meetings	4,241	2,319	2,090	1,900	4,830
3-72	Transportation	684	189	250	140	430
3-91	Special Events	3,888	6,877	9,000	8,300	6,500
3-99	Miscellaneous Expen.	-	-	25	-	-
Total Contractual Services		32,811	53,100	57,149	52,690	34,350
Total Operating Expenditures		304,770	457,319	339,167	314,015	324,059
Total Village Manager		\$ 304,770	\$ 457,319	\$ 339,167	\$ 314,015	\$ 324,059

440 – Human Resources Department



440 - HUMAN RESOURCES DEPARTMENT

GOALS

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 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. To improve risk management throughout the Village, a Safety Committee was established in June 1996.

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 civilian 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	2008	2009	2010	2011	2012
Number of Full Time Employees	3	3	3	3	3
Number of Part Time Employees	0	0	0	1	1
Number of Full Time Employees Per 1,000 Population	.07	.07	.08	.08	.08
Village-Wide Full Time Employees	196	193	193	195	195
Village-Wide Part Time Employees	48	49	49	47	44
Number of Full Time Employees Per 1,000 Population	5.12	5.04	5.04	5.14	5.05
Employee Terminations	34	28	30	47	28
Applications Handed Out or Downloaded	880	472	534	10344	11892
Job Applications Received	705	391	456	1098	1193
Number of Candidates Interviewed	165	115	148	165	176
Number of New Hires	36	33	31	43	29
Number of In-House Training Sessions Conducted	5	9	7	11	14
Employee Recognition Events	5	5	5	14	5
Number of Employees	425	398	411	670	432
Wellness Events	5	4	3	2	4
Number of Employees	178	56	33	44	89

Description of Measurement	2008	2009	2010	2011	2012
Benefit Events	11	14	16	19	2
Number of Employees	44	35	32	189	47
Employee Newsletter/Intranet Site	2	0	0	0	0
Collective Bargaining Agreements Negotiated	0	1	3	5	4
Representation Elections/Card Check	1	0	0	0	1
Risk Management:					
Administration Departments/Divisions Insurance Claims:					
Total Worker Compensation Claims	2	1	0	1	0
Worker Compensation Losses	\$44,439	\$15,599	\$0	\$188	\$0
All Other Claims	1	1	0	0	0
Non-Worker Compensation Losses	\$0	\$81,000	\$0	\$0	\$0
Total Claims	3	2	0	1	0
Village-Wide Insurance Claims:					
Total Worker Compensation Claims	36	29	24	24	20
Worker Compensation Losses	\$298,448	\$381,038	\$72,407	\$636,760	\$72,904
All Other Claims (Auto, GL, Property)	41	55	50	43	34
Non-Worker Compensation Losses	\$47,238	\$165,930	\$135,329	\$29,060	\$97,368
Total Claims	77	84	74	67	54
Total Losses	\$345,686	\$546,968	\$207,736	\$665,820	\$170,272
Total Expenditures	\$396,941	\$404,892	\$436,989	\$327,621	\$395,108
Cost of Services Per Capita	\$10.37	\$10.58	\$11.42	\$8.63	\$10.41

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct recruitment for Full-time Firefighters (First quarter)

Completed and posted eligibility list of 13 candidates. The list is effective until July 2014.

2. Negotiate collective bargaining agreement with IAFF Firefighter/Paramedics, MAP Sergeants, Teamsters Public Works and MAP Police Officers. (First quarter for IAFF, MAP Sgt and Teamsters. Second quarter for MAP – Police Officers)

IAFF agreement completed and signed in August 2012. This is a three year agreement with wage reopeners in years 2013 and 2014.

MAP Sergeants wage reopener completed in August 2012 with the full agreement to expire April 30, 2013.

Public Works Teamsters wage reopener completed in August 2012 with the full agreement to expire April 30, 2013.

MAP Police Officers agreement negotiations to begin 4th quarter of FY 2013.

Received notice from MAP Civilian group to unionize the Police Department non-sworn employees. Filed all required notices and bargaining unit was recognized by the ILRB on October 11, 2012.

3. Create Succession Planning program with Administration. (Second quarter)
Deferred until 2nd quarter of FY2014 following hire of new Village Manager.
4. Conduct mandatory employee training:
 - a) Cultural Diversity (Second quarter) – *To be completed in fourth quarter FY2013.*
 - b) Workplace Violence (Fourth quarter) – *Deferred until next year.*
5. Facilitate department move to new offices (first quarter).
Completed in May of 2012.
6. Implement HR module for new ERP software (third quarter).
Not completed due to ERP not purchased.
7. Conduct Back Safety Training for all required groups (second quarter).
Received IRMA Back Safety Grant in late 2012 and training to be completed fourth quarter FY2013.
8. Explore Alternate Duty Policy and make recommendation of identified alternate duty assignments.
Defer to FY2014 .

ADDITIONAL ACCOMPLISHMENTS

1. Implemented Kronos timekeeping software for Public Works and Administration (Third and Fourth quarter).
2. Hosted a fitness challenge with all Village employees in conjunction with the Mayor of Hanover Park and Carol Stream. Sixty-nine (69) employees participated and the challenge resulted in healthier lifestyles for employees involved (Third quarter).
3. Administered first cycle of the Performance Management system and continued to make new improvements including employee access.
4. Implemented a new document imaging software which will allow for electronic viewing of employee files and other data. (ongoing)

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Conduct promotional Fire Lieutenant Exam (First quarter)
2. Conduct part-time firefighter recruitment process (Second quarter)
1. Conduct Police Officer recruitment process (Third quarter).
4. Negotiate collective bargaining agreement with IAFF Firefighter/Paramedics, MAP Sergeants, Teamsters Public Works, MAP Police Officers and first contract for MAP Civilians. (First quarter for IAFF, MAP Sgt, MAP Civilians and Teamsters. Second quarter for MAP – Police Officers)
5. Complete wage comparison study for entire organization with position analysis, job descriptions and wage comparables. (Completed by Third quarter).

6. Initiate Wellness Program following the IPBC approved model which includes wellness committee, health screenings and measurement goals (First through Fourth quarters)
7. Conduct mandatory employee training:
 - a) Workplace Violence (Third quarter)
8. Implement HR module for new ERP software
9. Complete IRMA conducted IMAP audit.
10. Conduct audit/review of our benefit programs (Second/Third quarter)

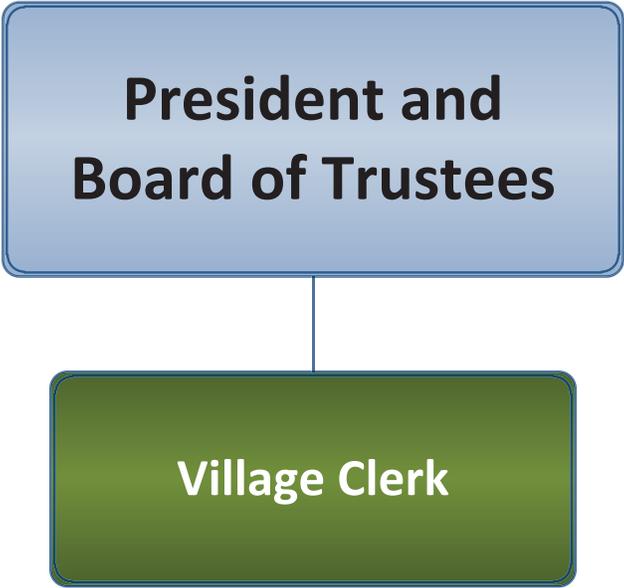
VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0440 - Human Resources

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 177,624	\$ 180,831	\$ 182,821	\$ 182,821	\$ 195,324
1-12	Salaries-Part Time	1,928	11,719	17,069	17,069	17,436
1-21	Salaries-Overtime	2,234	4,047	2,000	2,000	2,000
1-41	State Retirement	19,360	29,491	26,962	26,962	32,342
1-42	Social Security	13,994	15,014	15,935	15,935	16,919
1-44	Employee Insurance	21,327	22,401	21,828	21,828	25,175
Total Personal Services		236,467	263,503	266,615	266,615	289,196
2-11	Office Supplies	1,782	1,803	1,800	1,800	1,750
2-13	Memberships/Subscriptions	1,254	1,515	1,933	1,933	1,843
2-14	Books/Publications/Maps	670	-	650	400	600
2-27	Materials & Supplies	263	311	400	400	400
2-90	Employee Recognition	35,272	39,873	34,240	34,240	22,824
2-99	Miscellaneous Expense	289	-	-	-	-
Total Commodities		39,530	43,502	39,023	38,773	27,417
3-12	Postage	1,146	1,583	1,100	1,100	1,100
3-32	M & R- Office Equipment	-	-	450	450	450
3-36	Maintenance Agreements	8,712	4,074	3,663	3,663	3,663
3-51	Equipment Rentals	4,173	3,994	5,500	5,500	5,250
3-61	Consulting Services	19,376	50,232	34,933	34,933	35,958
3-65	Medical Examinations	6,264	17,682	32,644	28,000	27,644
3-67	Legal Publications	2,659	2,641	12,000	8,000	5,000
3-71	Schools/Conf/Meetings	8,994	7,451	26,452	26,452	24,750
3-72	Transportation	300	426	1,100	1,100	1,000
3-99	Miscellaneous	-	20	-	-	-
Total Contractual Services		51,624	88,083	117,842	109,198	104,815
Total Operating Expenditures		327,621	395,088	423,480	414,586	421,428
Total Human Resources		\$ 327,621	\$ 395,088	\$ 423,480	\$ 414,586	\$ 421,428



460 - SPECIAL EVENTS

GOALS

The goal of the Special Events Department is to coordinate annual special events sponsored by the Village of Hanover Park.

DESCRIPTION OF FUNCTIONS

The functions of the Special Events Department are to determine annual events to be included in the special events program, and to oversee, administer or assist in the coordination of each event in cooperation with other Village Departments and Committees under the direction of the Editorial Review Board.

Annual events coordinated by the Special Events Department include: May and September - Maxwell Street event, December - Village Holiday Tree Lighting, April - Arbor Day celebration, May/June - Touch A Truck, and August- Car Show. In addition, the Special Events Department coordinates the Community Appearance Awards and Deck the Homes Contests, and the STAARS (STudent Artist and AuthoRS) Program.

The Special Events Department also assists other departments in promotion and, if needed, planning/coordination of the special events.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen community involvement and participation

1. Host a "Touch a Truck" event in cooperation with the Hanover Park Park District. (First quarter)

Completed

2. Coordinate the Village's semi-annual Maxwell Street event. (First and Second quarters)

Completed

3. Host a Tree Lighting Ceremony. (Third quarter)

Completed

4. Host an Arbor Day celebration. (Fourth quarter)

Completed

5. Coordinate the STAARS Program . (First through Fourth Quarters)

Completed

6. Coordinate the Village's Coffee with the Board events. (First through Fourth Quarters)

Completed

7. Host Annual Car Show Event in cooperation with the Hanover Park Community Resource Center. (Third quarter)

Completed

8. Coordinate the Ontarioville Art Academy to our Summer STAARS Program, providing local art students to display their fine art. (Second Quarter)
Completed
9. Coordinate with the Jaguar Club to use the Hanover Square Shopping Center for a special event. (First Quarter)
Completed
10. Coordinate Village participation in local parades; additionally, coordinated participation in the the St. Ansgar parade. (Second Quarter)
Completed
11. Coordinate with partnering communities in the Northwest Fourth Fest celebration (Second Quarter)
Completed
12. Reevaluate budgeting for individual events and allocate funds to better plan events such as the tree lighting ceremony. (First Quarter)
Completed

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Host a “Touch a Truck” event in cooperation with the Hanover Park Park District. (First Quarter)
2. Coordinate the Village’s semi-annual Maxwell Street event. (First and Second Quarters)
3. Coordinate Village participation in local parades. (Second Quarter)
4. Host the Car Show Event. (Second Quarter)
5. Host a Tree Lighting Ceremony. (Third Quarter)
6. Host an Arbor Day celebration at a Hanover Park School. (Fourth Quarter)
7. Coordinate the STAARS Program, including the Ontarioville Fine Art Exhibit. (First through Fourth Quarters)
8. Coordinate the Village’s Coffee with the Board events. (First through Fourth Quarters)
9. Coordinate with partnering communities in the Northwest Fourth Fest celebration (Second Quarter)

III. Is fiscally responsible and transparent

10. Reevaluate budgeting for individual events and allocate funds to better plan events such as the tree lighting ceremony. (First Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

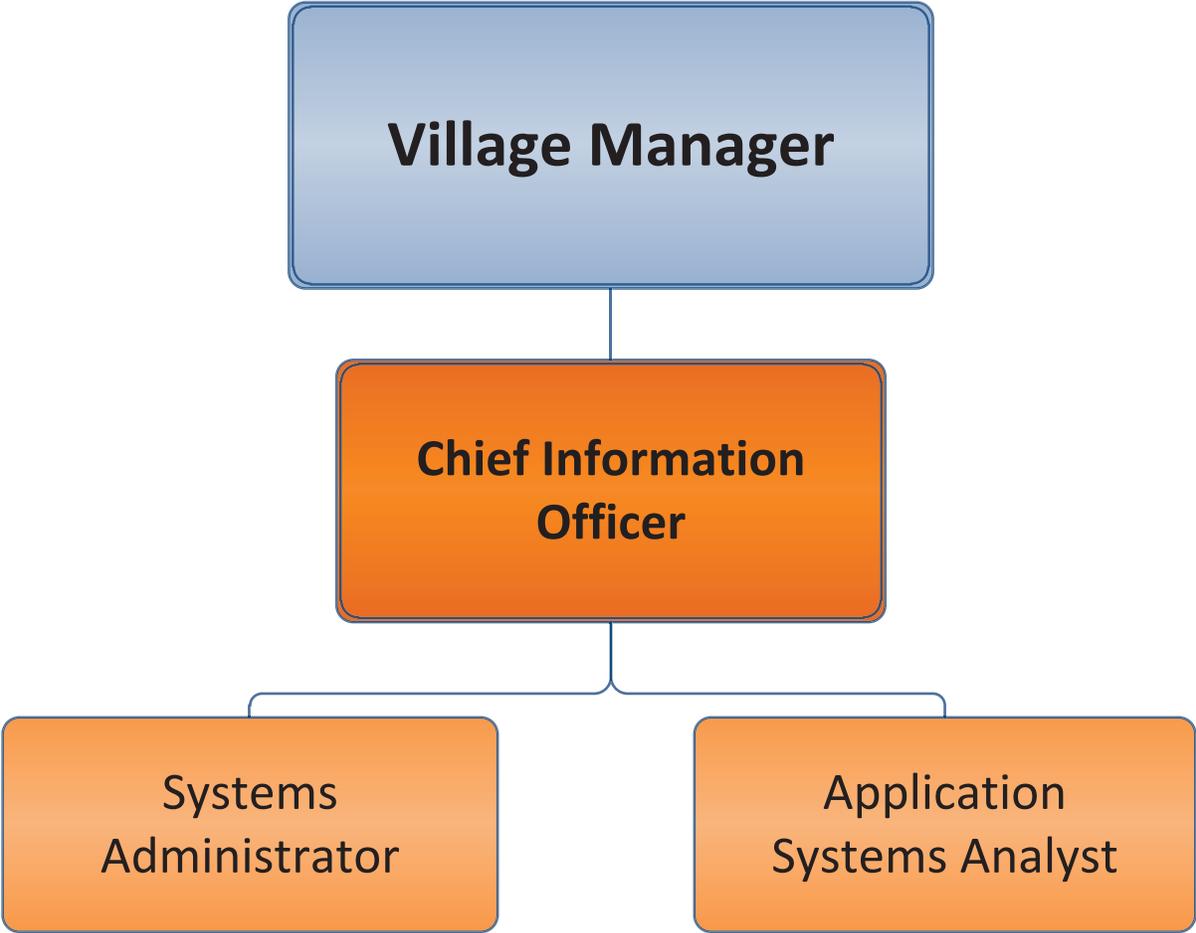
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0460 - Special Events

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
3-12	Postage	\$ 206	\$ 399	\$ 400	\$ 400	\$ 400
3-70	Binding & Printing	368	-	2,000	2,000	2,000
3-91	Special Events	7,269	8,796	11,500	11,500	19,800
Total Contractual Services		<u>7,843</u>	<u>9,195</u>	<u>13,900</u>	<u>13,900</u>	<u>22,200</u>
Total Operating Expenditures		<u>7,843</u>	<u>9,195</u>	<u>13,900</u>	<u>13,900</u>	<u>22,200</u>
Total Special Events		<u>\$ 7,843</u>	<u>\$ 9,195</u>	<u>\$ 13,900</u>	<u>\$ 13,900</u>	<u>\$ 22,200</u>



470 - INFORMATION TECHNOLOGY

GOALS

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 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	2008	2009	2010	2011	2012
Number of Full Time Employees	3	3	3	3	3
Number of Full Time Employees Per 1,000 Population	.08	.08	.08	.08	.08
Total Information Technology Department Expenditures	\$323,227	\$422,817	\$377,822	\$515,678	\$727,848
Cost of Services Per Capita	\$8.44	\$11.05	\$9.87	\$13.58	19.17

2012 - 2013 OBJECTIVES

II. Offer Convenience through Technologies

1. Acquire and Implement new Enterprise Resource Planning (ERP) System for the entire village. (First quarter)

Ongoing.

2. Replace 50 aging Desktop PCs to continue the 4 year computer replacement program. (Fourth quarter)

Completed.

3. Replace 10 Police Mobile Data Computers (MDC) and 5 Fire MDCs. (Second quarter)

Completed.

4. Support the new Police building operation to ensure a smooth transition. (First through Fourth quarters)

Completed.

5. Start the creation of a Geographical Information System (GIS) to provide mapping of resources, assets and other information such as crime analysis, statistical analysis, land management, etc. to all areas of the village and residents. (Third quarter)

Deferred to next budget year.

ADDITIONAL ACCOMPLISHMENTS

1. The Public Works time keeping program was upgraded and administration was also added to the system to allow for more efficiency within those departments. It also reduces the amount of user interaction and manual processes within those departments.
2. The Information Technology Department also upgraded the Village's SharePoint portal which is utilized by all departments. The Police Department primarily uses this portal while in the field and recently won an award for its use. It was implemented in a private cloud to further reduce the overall hardware costs.
3. A new LED sign was installed on Barrington Road and remote connectivity to the sign allows staff to provide updated information more timely.
4. With the Police Department moving into their new building, the Information Technology Department aided in moving Human Resources and Inspectional Services into the vacated space. The Information Technology Department also removed and ran new cable in those locations to bring the infrastructure up to today's standards.
5. Implementation of an information technology work order system was completed which allows departments to submit work orders electronically. This system helps IT track work flow and knowledge base articles for users to be able to obtain answers, troubleshooting information, and white papers.

2013 - 2014 OBJECTIVES

II. Offer Convenience through Technologies

1. Acquire and Implement new ERP System for the entire Village. (First Quarter)
2. Replace 50 aging Desktop PCs to continue the 4 year replacement program. (Fourth Quarter)
3. Replace 10 Police MDCs and 5 Fire MDCs. (Second Quarter)
4. Replace the aging door access system for Village Hall, Public Works, and the Fire Department. (Fourth Quarter)
5. Implement time and attendance system for the Police Department and Fire Department. (Third Quarter)
6. Replace the emergency notification system used to notify businesses and residents. (Third Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

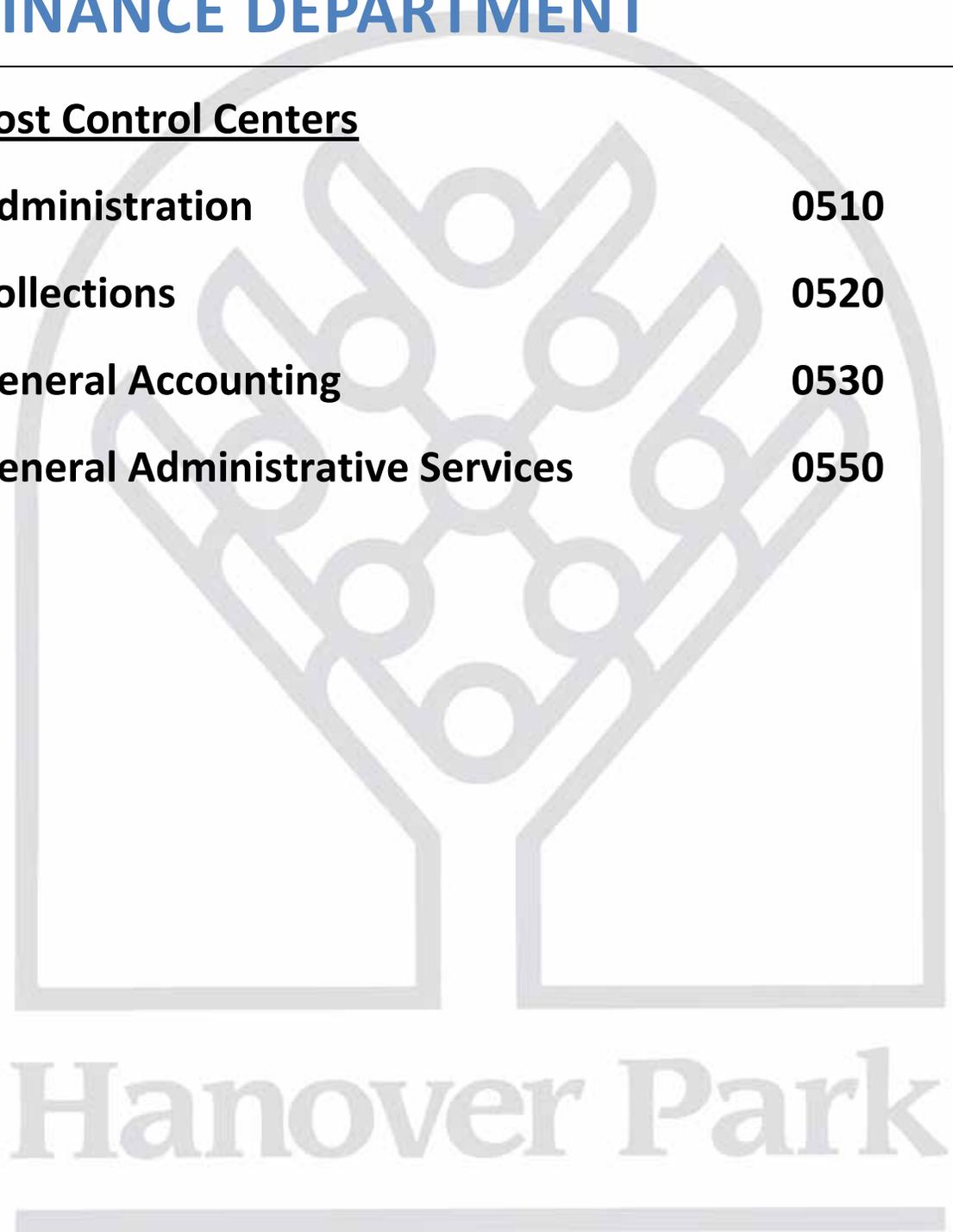
Department 0470 - Information Technology

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 155,271	\$ 168,232	\$ 169,247	\$ 169,247	\$ 178,143
1-21	Salaries-Overtime	4,035	16,666	6,000	6,000	10,000
1-41	State Retirement	15,865	28,835	24,894	24,894	29,388
1-42	Social Security	11,228	14,084	13,506	13,506	14,162
1-44	Employee Insurance	25,872	39,467	30,057	30,057	28,962
Total Personal Services		212,271	267,284	243,704	243,704	260,655
2-11	Office Supplies	66,152	76,367	80,430	80,430	80,430
2-13	Memberships/Subscriptions	780	395	990	990	990
2-14	Books/Publications/Maps	-	95	200	200	200
2-27	Materials & Supplies	17,806	17,638	16,050	16,050	16,050
2-34	Small Tools	639	176	200	200	40,200
Total Commodities		85,377	94,671	97,870	97,870	137,870
3-11	Telephone	97,864	139,300	186,490	186,490	194,120
3-12	Postage	10,199	36	500	500	500
3-32	M & R - Office Equipment	1,446	2,766	3,600	3,600	3,600
3-36	Maintenance Agreements	76,996	118,791	172,234	172,234	183,500
3-61	Consulting Services	8,454	5,759	10,000	10,000	10,000
3-70	Binding & Printing	22,626	-	-	-	-
3-71	Schools/Conf/Meetings	70	11,565	12,000	12,000	8,000
3-72	Transportation	-	10	1,000	1,000	1,000
3-99	Miscellaneous Expen.	375	375	450	450	450
Total Contractual Services		218,030	278,602	386,274	386,274	401,170
Total Operating Expenditures		515,678	640,557	727,848	727,848	799,695
Total Information Technology		\$ 515,678	\$ 640,557	\$ 727,848	\$ 727,848	\$ 799,695

FINANCE DEPARTMENT

Cost Control Centers

Administration	0510
Collections	0520
General Accounting	0530
General Administrative Services	0550



Hanover Park

Organization of the Finance Department





510 – Finance Administration



DEPARTMENT OF FINANCE 510 – ADMINISTRATION

GOALS

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

DESCRIPTION OF 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	2008	2009	2010	2011	2012
Number of Full Time Employees	12	13	12	10	10
Number of Part Time Employees	0	0	0	0	3
Number of Full Time Employees Per 1,000 Population	.31	.31	.31	.26	.26
Total Finance Department Expenditures	\$1,069,403	\$1,291,023	\$1,262,880	\$3,381,713	\$3,497,173
Cost of Services Per Capita	\$27.94	\$33.73	\$32.99	\$89.06	\$91.36

2012 - 2013 OBJECTIVES

III. Is fiscally responsible and transparent

1. Continue the preparation of the Finance Director Procedure manual including a budget, annual audit and pension section. (Second Quarter)

This has been completed in the current fiscal year.

2. Oversee the implementation of Municipal Electric Aggregation for electricity in order to save our residents and small businesses money, if the referendum passes. (First Quarter)

This has been completed in the current fiscal year.

3. Work with the information technology department to oversee the successful implementation of a new financial reporting software package. (Third Quarter)

This will be carried forward into the next fiscal year.

4. Continue the preparation of a detailed procedures manual for the receptionist position. Review procedures and make recommendations for change. (Third Quarter)

This has been completed in the current fiscal year.

ADDITIONAL ACCOMPLISHMENTS

1. The Village received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting award for Fiscal Year 2011.
2. The Village received the Government Finance Officers Association Distinguished Budget Award for Fiscal Year 2013.
3. Illinois Division of Insurance reports for the Police and Fire Pension were completed and submitted to the State for the Fiscal Year Ended April 30, 2012.
4. Municipal Compliance Report was created and completed for the Fire Pension for Fiscal Year Ended April 30, 2012.
5. Updated the Procurement Card and Purchasing Policies with updated purchasing thresholds and approval processes.

2013 - 2014 OBJECTIVES

III. Is fiscally responsible and transparent

1. Amend the current receptionist procedure manual to include procedures to operate the new phone system. (First Quarter)
2. Work with the information technology department to oversee the successful implementation of a new financial reporting software package. (Third Quarter)
3. Competitively Bid the second year of the Municipal Electric Aggregation Program for electricity in order to save our residents and small businesses money. (Second Quarter)
4. Work in conjunction with the information technology department to create and implement an Information Technology Fund, similar to the Central Equipment Fund.
5. As part of the Department's succession plan, cross-train procedures between the Finance Director and Assistant Finance Director positions.

VILLAGE OF HANOVER PARK, ILLINOIS

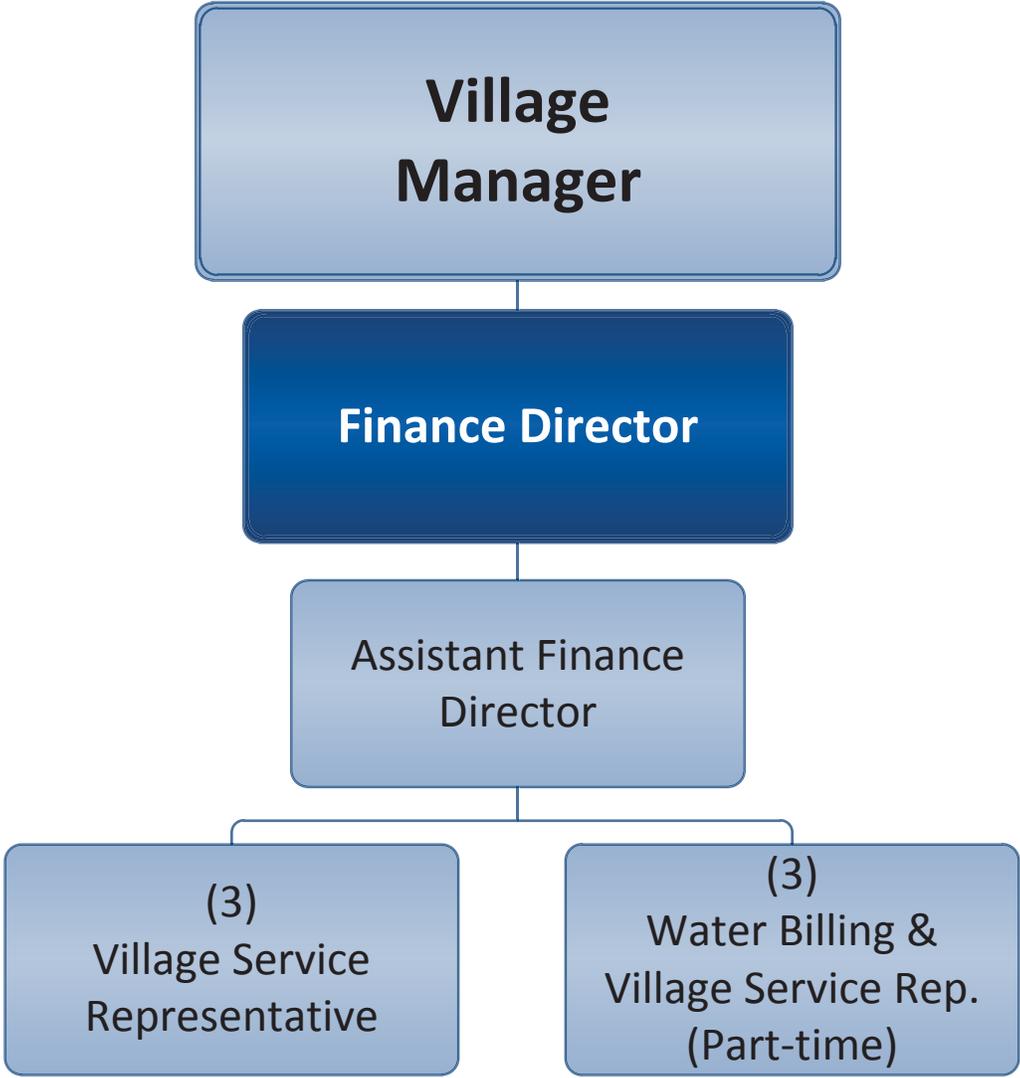
Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0510 - Finance Administration

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 127,530	\$ 98,736	\$ 101,413	\$ 104,413	\$ 106,831
1-21	Salaries-Overtime	2	1	-	-	-
1-41	State Retirement	14,124	17,093	14,382	14,806	17,063
1-42	Social Security	9,883	7,653	7,814	7,814	8,223
1-44	Employee Insurance	26,328	13,234	17,815	17,815	17,696
Total Personal Services		177,867	136,717	141,424	144,848	149,813
2-11	Office Supplies	761	620	1,000	600	400
2-13	Memberships/Subscriptions	1,917	1,348	1,875	1,530	950
2-14	Books/Publications/Maps	69	-	350	350	250
2-31	Uniforms	256	-	250	275	100
2-99	Miscellaneous Expen.	88	4	-	50	-
Total Commodities		3,091	1,972	3,475	2,805	1,700
3-12	Postage	87	100	-	30	-
3-36	Maintenance Agreements	-	-	65	65	-
3-51	Equipment Rentals	15,157	18,497	16,668	16,668	16,668
3-61	Consulting Services	7,811	46,308	2,900	-	-
3-71	Schools/Conf/Meetings	4,622	2,724	4,060	4,000	4,300
3-72	Transportation	333	462	865	720	1,295
3-99	Miscellaneous Expen.	1,752	959	4,000	2,500	2,500
Total Contractual Services		29,762	69,050	28,558	23,983	24,763
Total Operating Expenditures		210,720	207,739	173,457	171,636	176,276
Total Finance Administration		\$ 210,720	\$ 207,739	\$ 173,457	\$ 171,636	\$ 176,276

520 – Village Collections



DEPARTMENT OF FINANCE 520 - COLLECTIONS

GOALS

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

DESCRIPTION OF FUNCTIONS

This division is responsible for the collection of all cash funds that come into the Village, the majority of which are water and sewer payments. Collections processes all local citations issued by the Police Department, as well as setting court dates, handling booted vehicles and processing 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, the maintenance of all escrow agreements and the maintenance of the contractor's license database.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2008	2009	2010	2011	2012
Animal Licenses	284	247	345	303	301
Parking Tickets Paid	8,005	6,040	6,805	6,982	7,710
Monthly Commuter Parking Permits	9,590	9,714	9,755	9,790	9,872
Contractor and Business Licenses	874	720	883	1,387	1,161
Real Estate Transfer Tax Stamps	729	738	742	706	985
Water Bill Payments Collected	63,276	62,082	59,491	59,032	58,662
Yard Waste Stickers	6,926	7,685	7,798	6,849	6,728
Parking Tickets Entered	12,299	10,544	9,721	11,699	13,786
Mediation Requests Processed	1,513	1,469	2,253	2,709	2,292
Tickets sent to Collections	4,023	3,012	3,528	3,662	1,858
Vehicles Placed on Boot List	119	120	106	99	124

2012-2013 OBJECTIVES

II. Offers convenience through technologies

1. To continue to provide more methods of electronic payments. (Second Quarter)

This objective is on hold until the implementation of new financial reporting software that is better able to process methods of electronic payments.

2. Coordinate the review of records held by the Finance Department by the Local Records unit of the Illinois Secretary of State's office. (First Quarter)

Coordinated the boxing and storage of records held by the Finance Department in accordance with the rules set forth by the Local Records unit of the Illinois Secretary of State's office.

3. Continue to investigate the use of an electronic lockbox that would eliminate the large volume of paper checks received when residents pay their water bills from their banks online payment system. (First and Second Quarter)

This objective is on hold until the implementation of new financial reporting software that is better able to allow for the use of lockbox processing.

4. Prepare a Request for Proposal for collection agency services. (Third quarter)

This had been completed in the current year.

I. Is a great place to live, work and do business

1. Complete all cross-training within the Village Service Representative positions and Water Billing Clerk positions to ensure efficiency and create better service for residents. (Third Quarter)

This had been completed in the current year.

2013-2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Complete selection process for new collection agency services.

II. Offers convenience through technologies

1. Provide additional training in Microsoft Office for all employees.
2. Begin to work towards the successful implementation of a new financial reporting software system.

VILLAGE OF HANOVER PARK, ILLINOIS

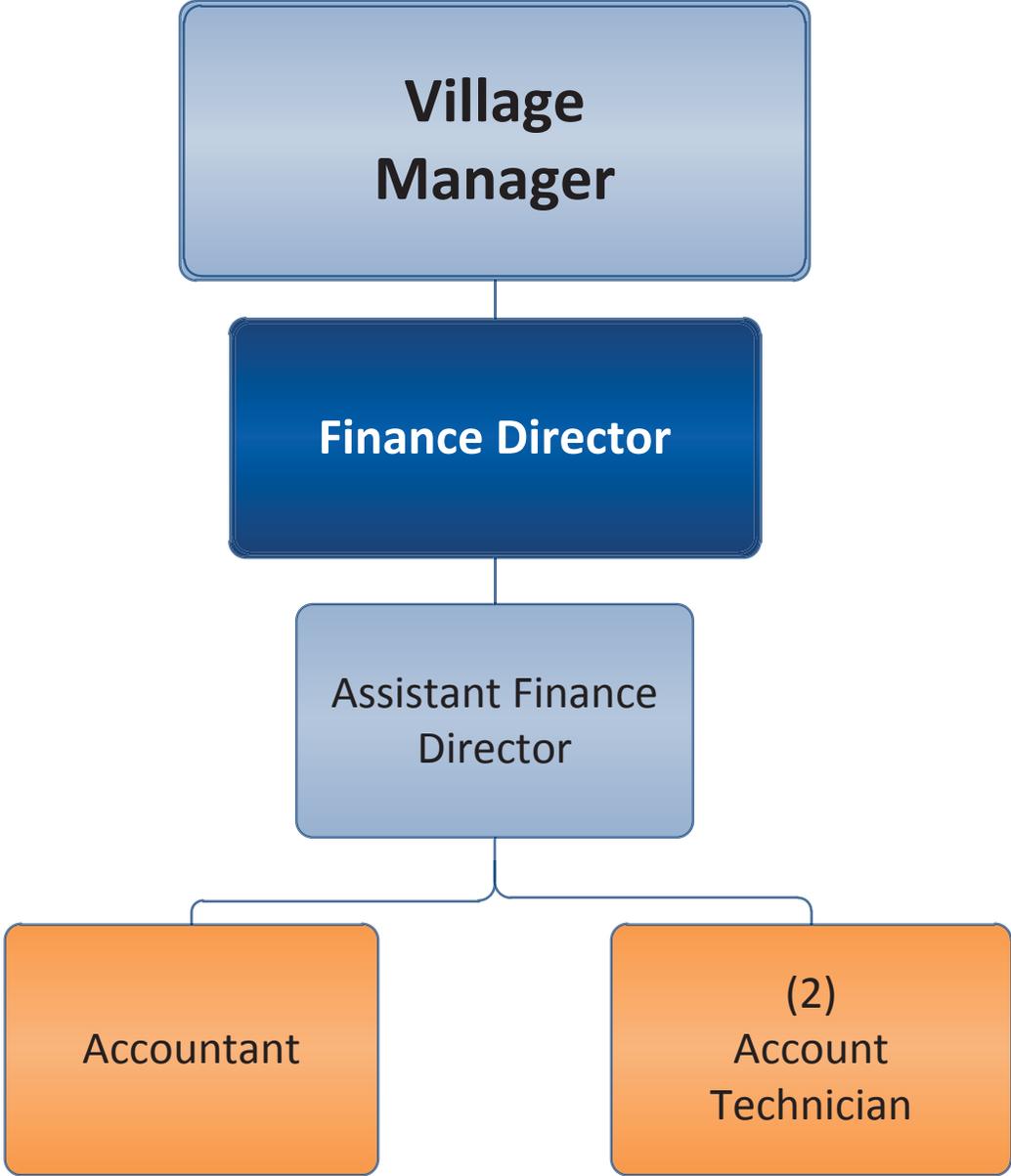
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0520 - Collections

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 100,093	\$ 90,539	\$ 78,845	\$ 78,845	\$ 80,558
1-12	Salaries-Part Time	-	4,683	17,120	20,544	12,409
1-21	Overtime Compensation	58	179	100	28	-
1-41	State Retirement	10,945	14,587	11,540	11,540	12,954
1-42	Social Security	7,790	7,139	7,625	7,605	7,192
1-44	Employee Insurance	20,082	25,125	18,898	18,898	19,135
Total Personal Services		138,968	142,252	134,128	137,460	132,248
2-11	Office Supplies	8,474	8,265	11,775	11,000	9,775
2-31	Uniforms	-	-	200	150	-
Total Commodities		8,474	8,265	11,975	11,150	9,775
3-12	Postage	2,147	2,543	5,500	5,000	4,000
3-36	Maintenance Agreements	-	-	665	665	600
3-71	Schools/Conf/Meetings	150	188	700	400	700
3-72	Transportation	9	-	80	60	80
Total Contractual Services		2,306	2,731	6,945	6,125	5,380
Total Operating Expenditures		149,748	153,248	153,048	154,735	147,403
Total Collections		\$ 149,748	\$ 153,248	\$ 153,048	\$ 154,735	\$ 147,403



DEPARTMENT OF FINANCE 530 - GENERAL ACCOUNTING

GOALS

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 FUNCTIONS

This Division is responsible for all accounting functions including processing accounts payable, accounts receivable and 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	2008	2009	2010	2011	2012
Number of Invoices Processed	10,259	9,385	9,303	9,399	9,574
Number of Purchase Orders Processed	448	234	205	186	150
Number of Checks Issued	5,162	4,175	4112	4,018	3,857

2012 - 2013 OBJECTIVES

III. Is fiscally responsible and transparent

1. Continue the preparation of detailed procedures manuals for the Accounts Payable and Accountant position. Evaluate job responsibilities and procedures and make revisions as necessary. (Third Quarter)

This has been completed in the current fiscal year.

2. Successfully complete the audit of Fiscal Year Ended April 30, 2012 with assistance from the audit firm Sikich, LLP. (Third Quarter)

The Finance Department assisted in the completion of the audit of the Fiscal Year Ended April 30, 2012. Numerous spreadsheets were prepared and considerable assistance was provided to the firm of Sikich, LLP.

ADDITIONAL ACCOMPLISHMENTS

1. The Village received the Government Finance Officers Association Certificate for Achievement for Excellence in Financial Reporting for our Comprehensive Annual Report for the Fiscal Year Ended April 30, 2011.
2. Updated the Procurement Card and Purchasing policies with new purchasing and approval thresholds more in line with surrounding Municipalities.
3. Create a database within Microsoft Excel to track all Village Investments, eliminating the outdated program currently being used. (First Quarter)

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Review and update the internal process for creating purchase orders to create less paper usage and more efficiency. (Second Quarter)

II. Offers convenience through technologies

1. Begin to work towards the successful implementation of a new financial reporting software system.

III. Is fiscally responsible and transparent

1. As part of cross-training and succession planning, have the two Account Technicians begin learning daily and monthly tasks of the Accountant Position. (Fourth Quarter)
2. Successfully complete the audit of Fiscal Year Ended April 30, 2013 with assistance from the audit firm Sikich, LLP. (Third Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

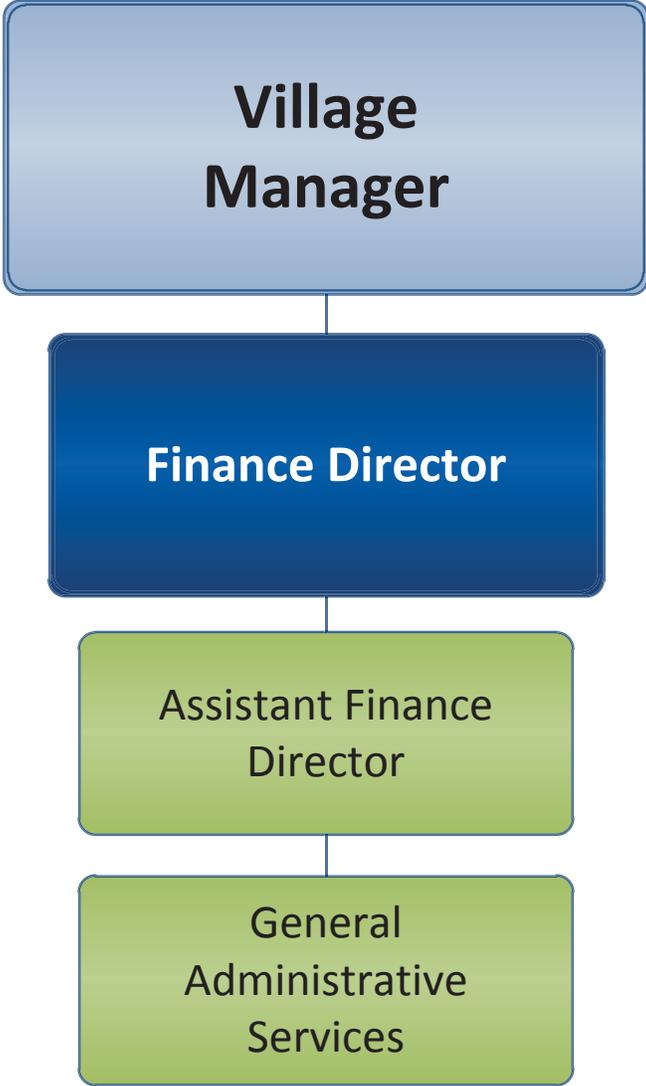
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0530 - General Accounting

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 104,004	\$ 108,027	\$ 107,024	\$ 107,024	\$ 109,788
1-21	Salaries-Overtime	163	540	250	-	-
1-41	State Retirement	11,269	17,263	15,502	15,502	17,863
1-42	Social Security	8,029	8,376	8,473	8,473	8,685
1-44	Employee Insurance	13,975	21,608	21,631	21,631	13,923
Total Personal Services		137,440	155,814	152,880	152,630	150,259
2-11	Office Supplies	787	718	900	875	675
2-13	Memberships/Subscriptions	170	170	240	205	205
2-14	Books/Publications/Maps	-	37	-	-	-
2-99	Miscellaneous Expen.	1	73	-	-	-
Total Commodities		958	998	1,140	1,080	880
3-12	Postage	2,843	2,774	3,290	3,290	3,150
3-36	Maintenance Agreements	1,146	2,007	1,665	1,665	1,665
3-51	Equipment Rentals	619	649	650	728	700
3-63	Auditing Services	19,437	34,615	24,536	24,536	24,384
3-70	Binding & Printing	3,018	2,931	3,200	3,200	3,150
3-71	Schools/Conf/Meetings	350	402	525	375	375
3-72	Transportation	56	22	110	90	90
3-96	Collection Fee Service	-	-	300	-	-
3-99	Miscellaneous Expen.	8,517	10,799	9,250	11,250	11,500
Total Contractual Services		35,986	54,199	43,526	45,134	45,014
Total Operating Expenditures		174,384	211,011	197,546	198,844	196,153
Total General Accounting		\$ 174,384	\$ 211,011	\$ 197,546	\$ 198,844	\$ 196,153



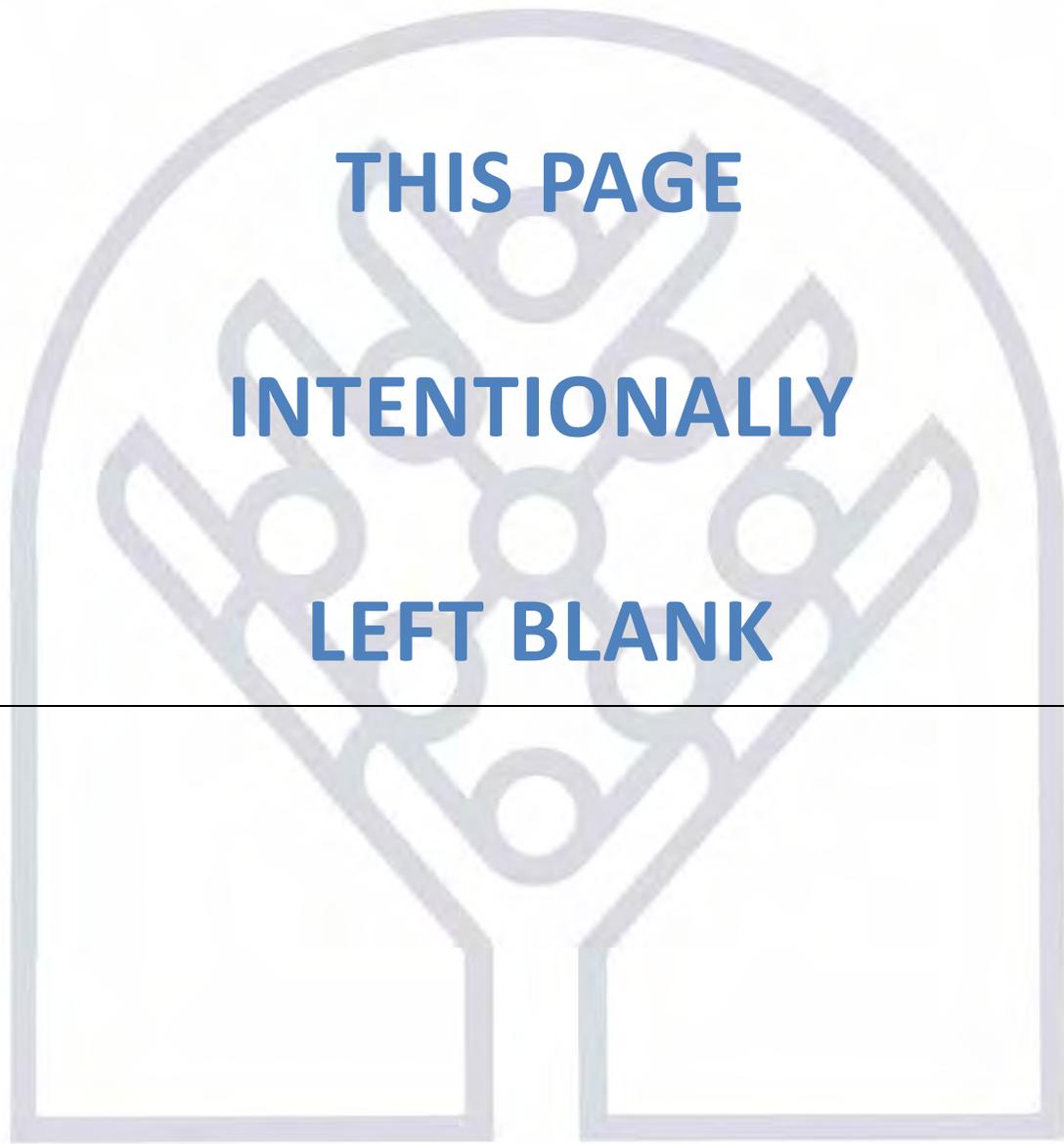
VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0550 - Administrative Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ -	\$ -	\$ 159,199	\$ 159,199	\$ 263,917
1-27	Language Proficiency	18,529	20,060	21,500	20,400	21,500
1-41	State Retirement	-	1,530	5,885	5,885	11,420
1-42	Social Security	-	-	10,958	10,958	17,527
1-45	Special Pension	34,800	32,061	26,666	26,666	29,839
1-46	Unempl Compensation	43,266	89,896	97,046	97,046	80,215
Total Personal Services		96,595	143,547	321,254	320,154	424,418
3-11	Telephone	-	-	-	1,100	1,200
3-13	Light & Power	-	-	-	1,100	1,100
3-14	Natural Gas	-	4,402	25,000	20,000	20,000
3-17	Tax Incentive Payments	1,898,125	2,010,071	2,185,360	2,174,362	2,196,105
3-21	Liability Insurance Program	571,054	449,702	509,460	509,460	577,584
3-53	Furn & Equipment Replace	20,000	20,000	20,000	20,000	20,000
3-56	Fence Escrow	37,837	37,837	-	-	-
3-62	Legal Services	240,887	274,042	267,200	267,200	277,200
3-83	Shelter Inc	-	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	12,000	14,040	12,000	12,000	12,000
3-87	PACE Bus Service	22,200	20,373	19,000	19,000	19,000
3-88	Pk Dist Youth Programs	4,000	4,000	4,000	4,000	4,000
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-98	Contingency	-	-	10,000	10,000	-
Total Contractual Services		2,808,103	2,839,467	3,057,020	3,043,222	3,133,189
Total Operating Expenditures		2,904,698	2,983,014	3,378,274	3,363,376	3,557,607
12-31	Transfer to Gen Capital Proj	579,317	980,242	958,432	958,432	1,191,075
12-39	Transfer to Municipal Building	-	1,109,213	-	-	-
12-45	Transfer 2002 GODS	-	605,074	-	-	-
Total Interfund Transfers		579,317	2,694,529	958,432	958,432	1,191,075
Total Other Expenditures		579,317	2,694,529	958,432	958,432	1,191,075
Total Administrative Services		\$ 3,484,015	\$ 5,677,543	\$ 4,336,706	\$ 4,321,808	\$ 4,748,682



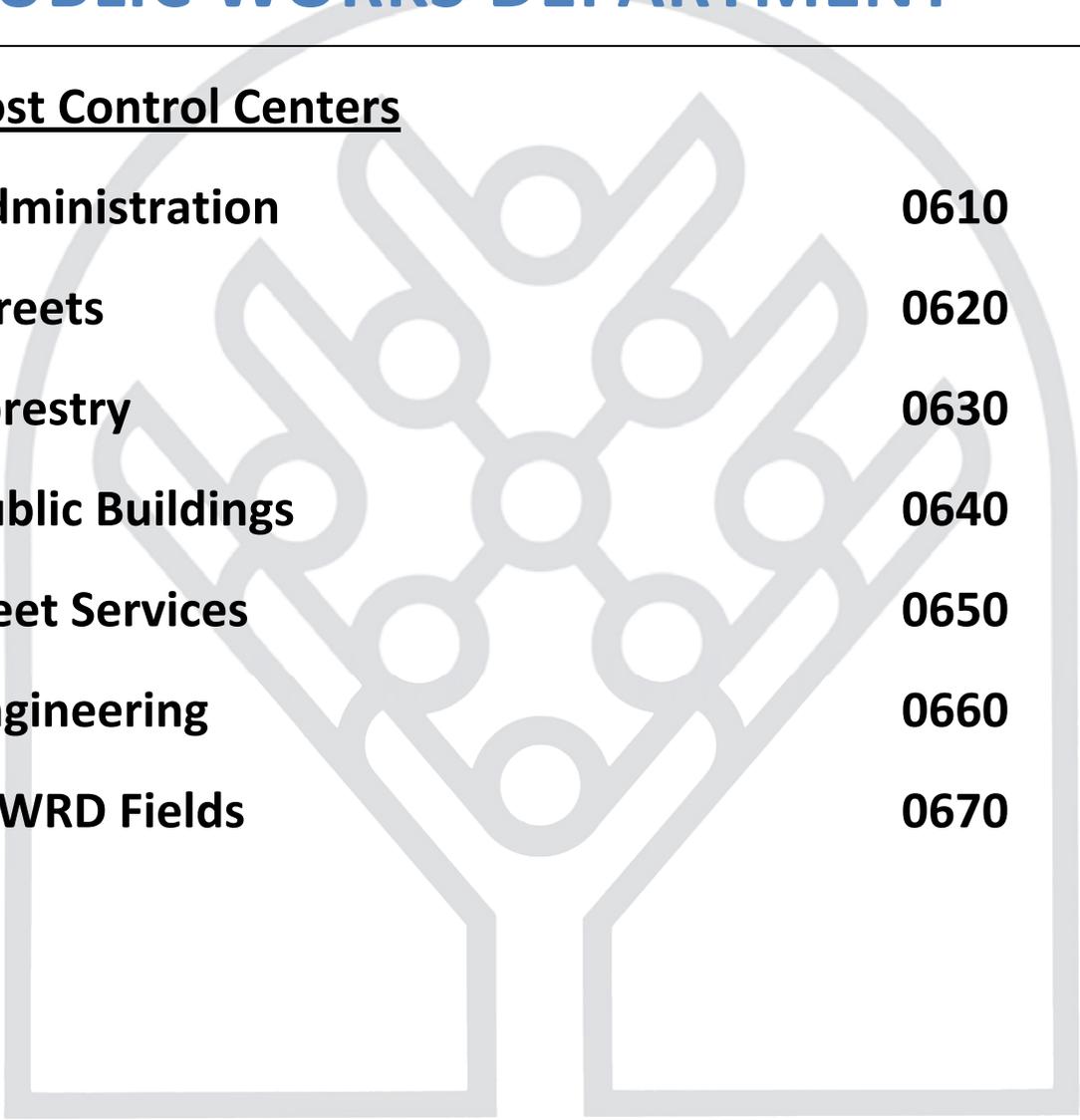
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Hanover Park

PUBLIC WORKS DEPARTMENT

Cost Control Centers

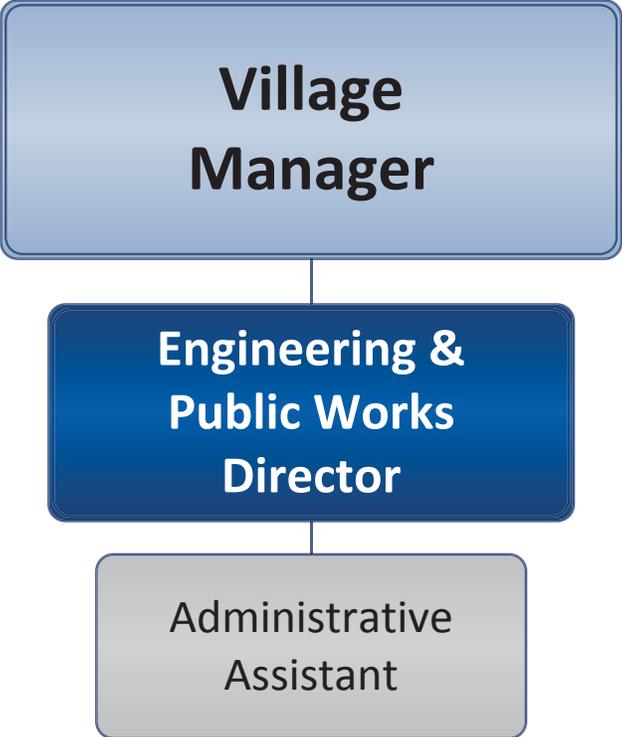
Administration	0610
Streets	0620
Forestry	0630
Public Buildings	0640
Fleet Services	0650
Engineering	0660
MWRD Fields	0670



Hanover Park

Organization of the Public Works and Engineering Department





DEPARTMENT OF PUBLIC WORKS 610 - ADMINISTRATION

GOALS

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

DESCRIPTION OF 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	2008	2009	2010	2011	2012*
Number of Full Time Employees	44	43	42	43	48
Number of Part Time Employees	4	4	4	4	4
Number of Full Time Employees Per 1,000 Population	1.15	1.15	1.11	1.15	1.26
Public Works Department Insurance Claims:					
Total Worker Compensation Claims	6	6	6	4	9
Worker Compensation Losses	\$77,494	\$11,635	\$263,364	\$129,927	\$23,284
All Other Claims	25	25	15	36	12
Non Worker Compensation Losses	\$41,799	\$59,495	\$48,781	\$25,103	\$71,275
Total Claims	31	31	21	40	21
Total Losses	\$119,293	\$71,130	\$312,145	\$155,030	\$94,559
Total Expenditures	\$3,331,597	\$3,263,408	\$3,321,777	\$2,901,960	\$4,064,738
Cost of Services Per Capita	\$87.04	\$85.26	\$86.78	\$76.42	\$105.13

*Now includes Engineering Department

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Oversee Veteran's Memorial construction. (First/Second quarter)

Project was completed under budget and dedicated on Veteran's Day.

2. Support for special events throughout year.

Events included Maxwell Street, River Sweep, Car Show, Recycling Event and 9/11 Event.

RISK MANAGEMENT PROGRAM

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Continue to review and update Public Works safety policies and training. (First through Fourth quarter)

Ongoing. Review began on the following policies: Hazard Communication, Personal Protective Equipment, Bloodborne Pathogens and Confined Space.

2. Submitted ITEP Grant for Barrington Road.

Staff prepared application for Illinois Transportation Enhancement Program (ITEP) Grant for landscaping along Barrington/County Farm Road from Lake Street to Ontarioville Road. Still waiting for response from State if we obtained funding.

ADDITIONAL ACCOMPLISHMENTS

1. Completed the County Farm Road Transit Study. Study was completed after the two public input meetings were conducted. Next step is to organize a local task force.
2. Coordinated roof and demolition contracts at the Hanover Square Shopping Center. Staff prepared bids for the replacement of 20,000 square feet and overlay of 5,000 square feet of roof at the shopping center.
3. Coordinated improvements to Village Hall. Staff prepared bids for changes to the east wing. Also assisted with cable pulls and furniture moves.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Begin to implement the recommendations of the County Farm Road Transit Study. (First quarter)
2. Elgin O'Hare Extension – Study alternatives for boulevard. (First quarter)
3. Succession Planning – Ongoing Leadership Program. (First quarter)
4. Continued remodel of Village Hall. (Second quarter)

RISK MANAGEMENT PROGRAM

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Continue to review and update Public Works safety policies and training. Finish implementation of four policies from FY13 and review next four including noise impacts. (First through Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

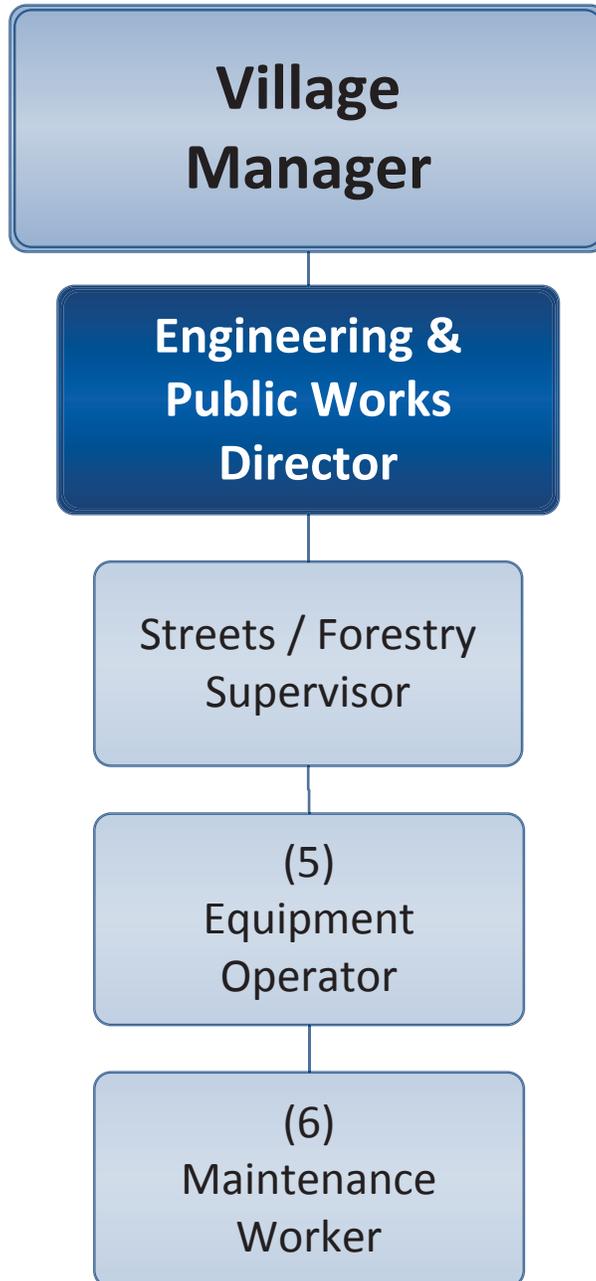
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0610 - Public Works Administration

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 100,027	\$ 99,320	\$ 109,237	\$ 109,237	\$ 114,519
1-21	Salaries-Overtime	157	384	100	1,000	100
1-41	State Retirement	9,987	15,750	14,810	14,810	18,428
1-42	Social Security	6,665	6,922	8,035	8,035	8,881
1-44	Employee Insurance	23,146	16,670	15,753	15,753	15,243
Total Personal Services		139,982	139,046	147,935	148,835	157,171
2-11	Office Supplies	831	1,050	1,295	1,295	1,045
2-13	Memberships/Subscriptions	2,179	1,935	2,080	1,980	580
2-14	Books/Publications/Maps	25	-	50	-	50
2-21	Gasoline & Lube	768	5	-	-	-
Total Commodities		3,803	2,990	3,425	3,275	1,675
3-12	Postage	639	661	600	800	600
3-32	M & R - Office Equipment	-	-	50	-	50
3-36	Maintenance Agreements	522	973	1,610	1,000	1,180
3-51	Equipment Rentals	1,007	1,583	1,550	1,550	1,550
3-52	Vehicle Maint & Replace	-	-	-	-	1,870
3-71	Schools/Conf/Meetings	447	382	2,420	2,000	2,420
3-72	Transportation	178	240	650	450	550
3-89	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000
Total Contractual Services		3,793	4,839	7,880	6,800	9,220
Total Operating Expenditures		147,578	146,875	159,240	158,910	168,066
Total Public Works Administration		\$ 147,578	\$ 146,875	\$ 159,240	\$ 158,910	\$ 168,066



DEPARTMENT OF PUBLIC WORKS

620 - STREETS

GOALS

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 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 1,030 basins and 83,450 linear feet of pipe to date.

Provide rapid removal of graffiti utilizing in-house forces.

Provide contract administration to remove and replace 29,000 square feet of public sidewalk and 3,000 linear feet of curb and gutter.

Provide contract administration for the installation of 20,000 pounds of crack seal material with emphasis on previous year's overlay program areas.

Provide contract administration for the installation of 15,000 linear feet of thermoplastic pavement markings, with emphasis on school crossings.

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

Totally 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	2008	2009	2010	2011	2012
Miles of Streets	99.36	99.36	99.36	99.36	99.36
Miles of Public Sidewalks	155.13	155.13	155.13	155.15	155.15
Miles of Storm Sewer	111.60	112.1	112.65	112.81	112.9
Number of Storm Sewer Structures	6,317	6,358	6,404	6,421	6,422
Number of Streetlight Poles	1,086	1,090	1,130	1,138	1,138
Cost of Annual Resurfacing Program	\$584,161	\$563,027	\$647,921	\$550,713	\$917,493
Street Division Graffiti Removal	142	99	194	104	66
Sidewalk Replaced (sq. ft.)	17,629	18,377	25,100	26,361	30,159
Curb and Gutter Replaced (lin. ft.)	2,400	2,495	3,154	4,000	3,709
Crack Sealing (lbs. installed)	0	29,400	27,000	22,700	21,777
Thermoplastic Pavement Markings (lin. ft. installed)	15,082	18,018	12,557	18,000	16,277
Number of Storm Sewer Basins Rebuilt	16	22	18	19	16
Number of Snow/Ice Responses	33	28	20	22	13

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Complete the final year of the contractual replacement of downward sloping driveways to reduce flooding. (First quarter)

Completed third quarter.

2. Administer contract for additional sidewalk replacement, up to 40 percent additional. (Second quarter)

Completed second quarter.

3. Administer contract for snow removal for the SSA 5 Tanglewood area. (Third quarter)

Tanglewood Homeowners Association chose to self-administer after the Village wrote specifications and publicly bid the project.

ADDITIONAL ACCOMPLISHMENTS

1. Assisted with four brush pickup cycles; three regular and one special storm pickup.
2. Assisted with set up and cleanup of the Northwest Fourth Fest.
3. Oversaw the final year of downward sloping driveway program to assist five residents in the attempt to stop flooding.

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Research ways to improve chemical applications to reduce chlorides, reduce salt usage and continue to provide a high level of service. (Third quarter)
2. Implement a quality control system to ensure compliance with the Manual on Uniform Traffic Control Devices (MUTCD) on retroreflectivity. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

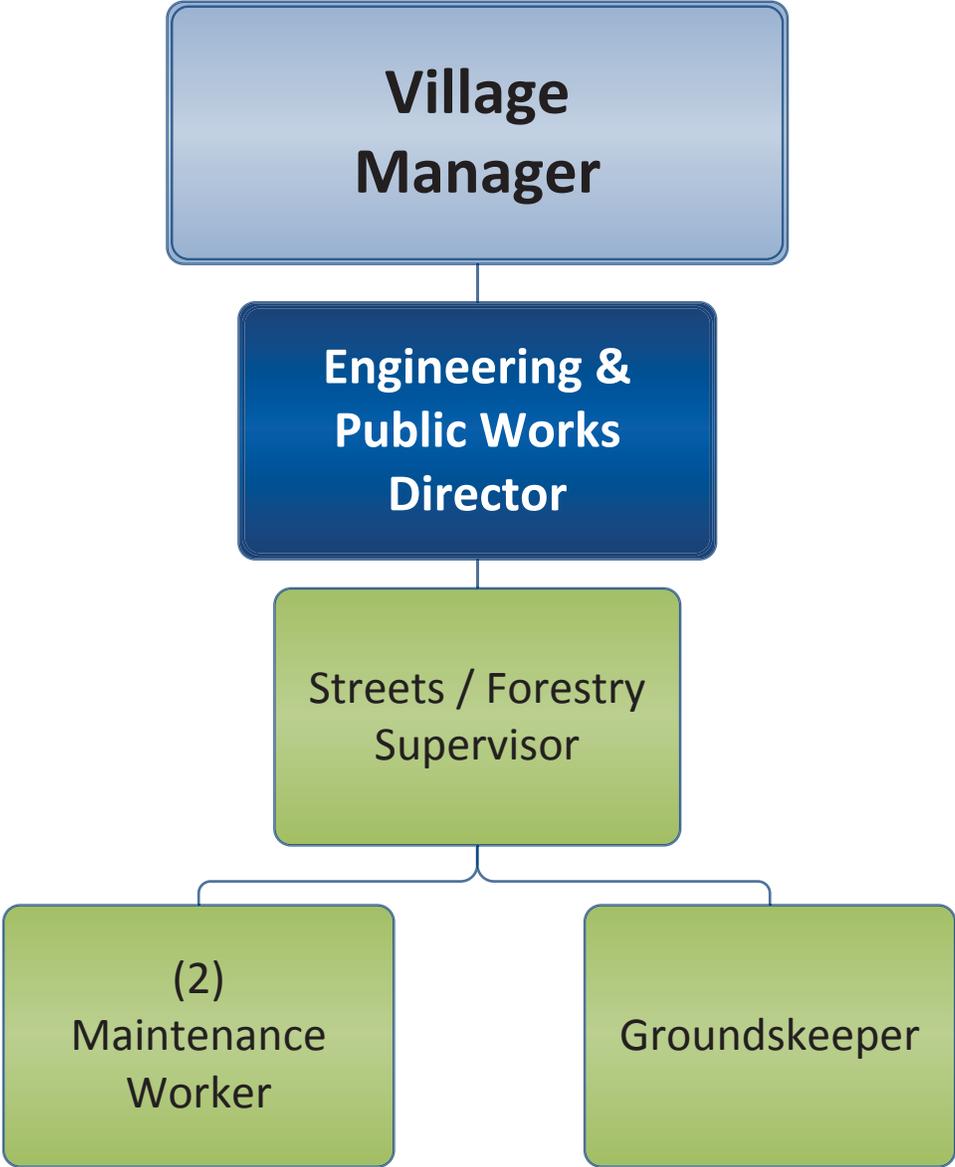
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0620 - Streets

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 477,906	\$ 507,000	\$ 509,176	\$ 509,176	\$ 528,428
1-12	Salaries-Part Time	11,732	13,432	12,118	4,567	18,355
1-21	Salaries-Overtime	62,792	34,930	55,000	55,000	55,000
1-28	On-Call Premium Pay	1,412	1,617	4,224	4,224	4,224
1-41	State Retirement	58,007	86,215	79,676	79,676	94,058
1-42	Social Security	41,801	41,084	44,171	44,171	46,730
1-44	Employee Insurance	132,217	125,339	155,857	155,857	143,297
Total Personal Services		785,867	809,617	860,222	852,671	890,092
2-11	Office Supplies	117	44	100	100	100
2-13	Memberships/Subscriptions	189	448	245	245	245
2-14	Books/Publications/Maps	69	-	50	50	50
2-21	Gasoline & Lube	38,924	308	-	-	-
2-27	Materials & Supplies	73,396	93,143	110,000	95,000	99,000
2-31	Uniforms	1,745	3,521	4,000	4,000	4,000
2-33	Safety & Protective Equip	2,108	2,373	4,000	4,000	4,000
2-34	Small Tools	1,353	6,434	2,000	2,000	2,000
2-99	Miscellaneous Expen.	186	139	100	100	100
Total Commodities		118,087	106,410	120,495	105,495	109,495
3-33	M & R - Comm Equipment	-	-	75	75	75
3-35	M & R - Streets & Bridges	157,445	86,954	188,821	188,821	111,800
3-37	M & R - Other Equipment	-	-	300	300	300
3-39	M & R - Accident Claims	4,050	4,060	10,000	5,000	5,000
3-51	Equipment Rentals	-	1,242	100	100	100
3-52	Vehicle Maint & Replace	-	-	178,592	178,592	201,680
3-71	Schools/Conf/Meetings	1,834	4,087	4,400	4,400	5,000
3-72	Transportation	519	-	360	360	500
Total Contractual Services		163,848	96,343	382,648	377,648	324,455
Total Operating Expenditures		1,067,802	1,012,370	1,363,365	1,335,814	1,324,042
Total Streets		\$ 1,067,802	\$ 1,012,370	\$ 1,363,365	\$ 1,335,814	\$ 1,324,042



DEPARTMENT OF PUBLIC WORKS 630 - FORESTRY

GOALS

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 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 yardwaste 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	2008	2009	2010	2011	2012
Number of Parkway Trees Planted	38	42	50	0	0
Number of Parkway Trees Trimmed:					
Contractual	1,324	1,622	1,743	1,668	1,640
In-House	400	372	351	643	483
Brush Pickup Program (Cubic Yards Collected)	1,593	1,660	1,765	1,465	1,640
Annual Cost	\$57,188	\$58,607	\$65,257	\$64,271	72,842
Cost per Cubic Yard Collected	\$35.90	\$35.30	\$36.97	\$43.80	\$47.46
Leaf Pickup Program (Cubic Yards Collected)	980	1,220	960	1,060	540

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Continue to be proactive in the removal of hazardous Ash trees affected by the Emerald Ash Borer infestation. (Third quarter)

Removed 450 to date, contractually and in-house.

2. Contractual Parkway Tree Trimming Program in area #1. Scheduled trimming of 1,740 parkway trees in the Longmeadows North subdivision. (Fourth quarter)

Completed third quarter.

3. Initiate an in-house tree removal program to take down the smaller hazardous trees using in-house crews. (Second quarter)

Completed second quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Removed 175 dead Ash trees using in-house crews saving over \$35,000 over contractual removal.
2. Stump ground over 200 stumps using in-house crews saving over \$15,000 over contractual costs.
3. Completed four brush pick up cycles.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Continue to be proactive in the removal of hazardous Ash trees affected by the Emerald Ash borer infestation. (Fourth quarter)
2. Re-establish a tree planting program to reforest from the effects of the Emerald Ash borer. (Fourth quarter)
3. Contractual parkway tree trimming in Area #2. Scheduled trimming of 1,793 parkway trees in the Old Section. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

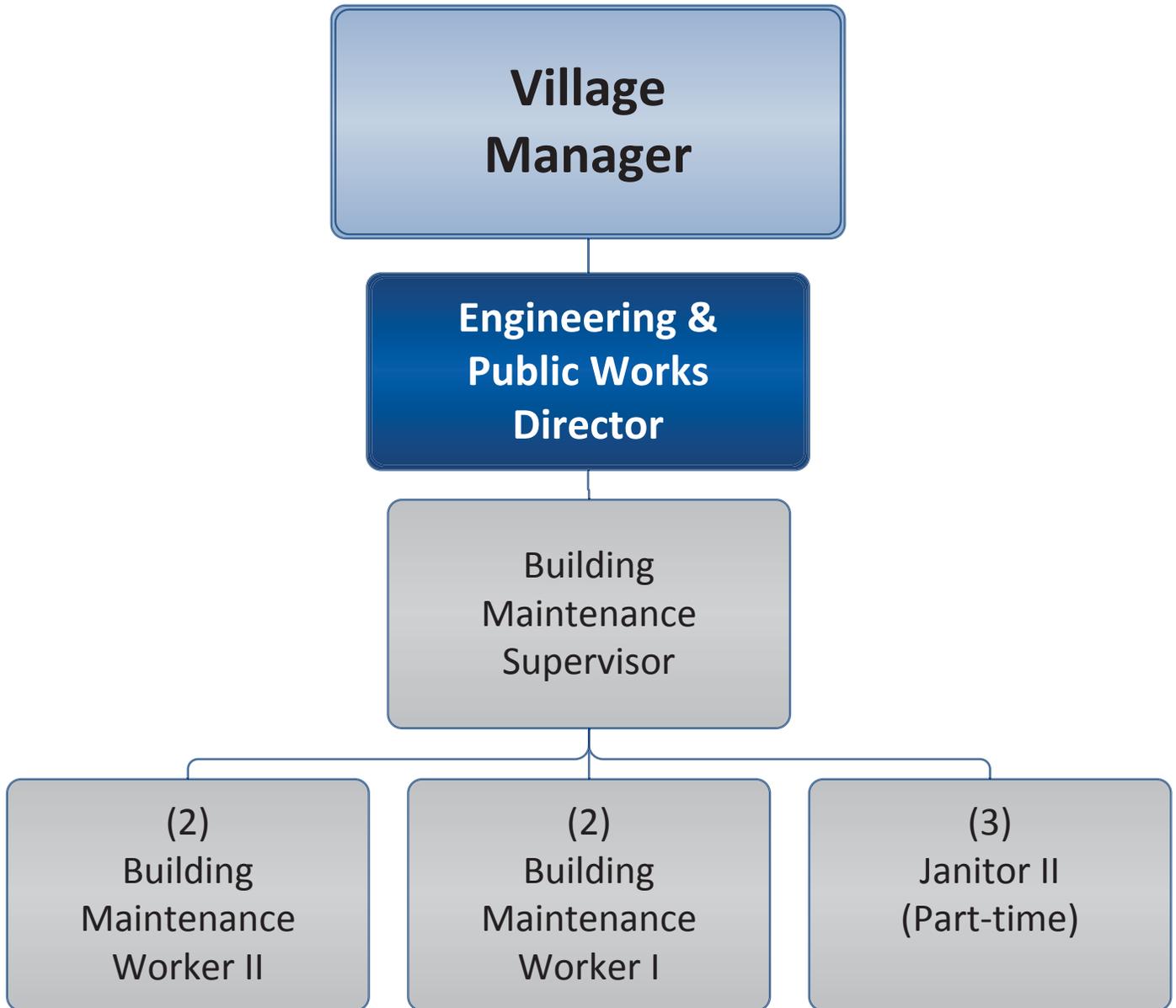
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0630 - Forestry

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 120,869	\$ 120,485	\$ 117,358	\$ 117,358	\$ 119,711
1-12	Salaries-Part Time	24,580	7,194	18,177	10,784	24,472
1-21	Salaries-Overtime	4,524	4,605	10,000	10,000	10,000
1-28	On-Call Premium Pay	129	62	350	350	350
1-41	State Retirement	13,682	19,910	18,092	18,092	20,746
1-42	Social Security	11,628	10,045	11,223	11,223	11,870
1-44	Employee Insurance	23,128	18,043	16,260	16,260	15,898
Total Personal Services		198,540	180,344	191,460	184,067	203,047
2-13	Memberships/Subscriptions	55	15	300	300	300
2-14	Books/Publications/Maps	-	-	50	50	50
2-21	Gasoline & Lube	5,686	67	-	-	-
2-27	Materials & Supplies	1,909	4,791	4,020	4,020	4,020
2-29	Part & Access-Non Auto	2,046	2,756	4,000	4,000	4,000
2-31	Uniforms	637	1,186	1,400	1,400	1,400
2-33	Safety & Protective Equip	1,311	1,537	1,500	1,500	1,500
2-34	Small Tools	1,501	3,660	1,500	1,500	1,500
Total Commodities		13,145	14,012	12,770	12,770	12,770
3-33	M & R - Comm Equipment	-	-	50	50	50
3-34	M & R - Buildings	2,362	1,593	2,500	2,500	3,100
3-35	M & R - Streets & Bridges	149,801	132,820	119,610	119,610	115,671
3-37	M & R - Other Equipment	-	-	100	1,800	100
3-38	M & R - Forestry	91,961	106,833	143,300	143,300	193,076
3-51	Equipment Rentals	-	-	100	100	100
3-52	Vehicle Maint & Replace	-	-	25,695	25,695	24,836
3-71	Schools/Conf/Meetings	1,997	824	1,405	1,405	1,705
Total Contractual Services		246,121	242,070	292,760	294,460	338,638
Total Operating Expenditures		457,806	436,426	496,990	491,297	554,455
Total Forestry		\$ 457,806	\$ 436,426	\$ 496,990	\$ 491,297	\$ 554,455



DEPARTMENT OF PUBLIC WORKS

640 - PUBLIC BUILDINGS

GOALS

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 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Complete relocation of departments in Municipal Building. (First through fourth quarters)

Ongoing through fourth quarter.

2. Replace ageing rooftop Heating, Ventilation and Air Conditioning system (HVAC) unit for Municipal Building. (First through fourth quarters)

Removed from budget.

3. Replace roof for Municipal Building which has surpassed its life expectancy. (First through fourth quarters)

Removed from budget.

4. Secure the Public Works facility. (First through fourth quarters)

To be completed fourth quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Removed Code Enforcement trailer.
2. Successfully implemented Preventative Maintenance Schedule for new Police Department building.
3. Assisted with completion of Veterans Memorial.
4. Working with contractors to work out warranty claims in the new Police Department building.
5. Replaced Village Hall generator.
6. Several inefficient light fixtures were replaced with the use of grants.
7. Assisted IT Department with restructuring the cable system in Village Hall.

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Replace roof over Community Development Department in Village Hall. (First through fourth quarters)
2. Continue improvements and relocation of departments in Village Hall. (First through fourth quarters)
3. Investigate Building Maintenance Work Order programs. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

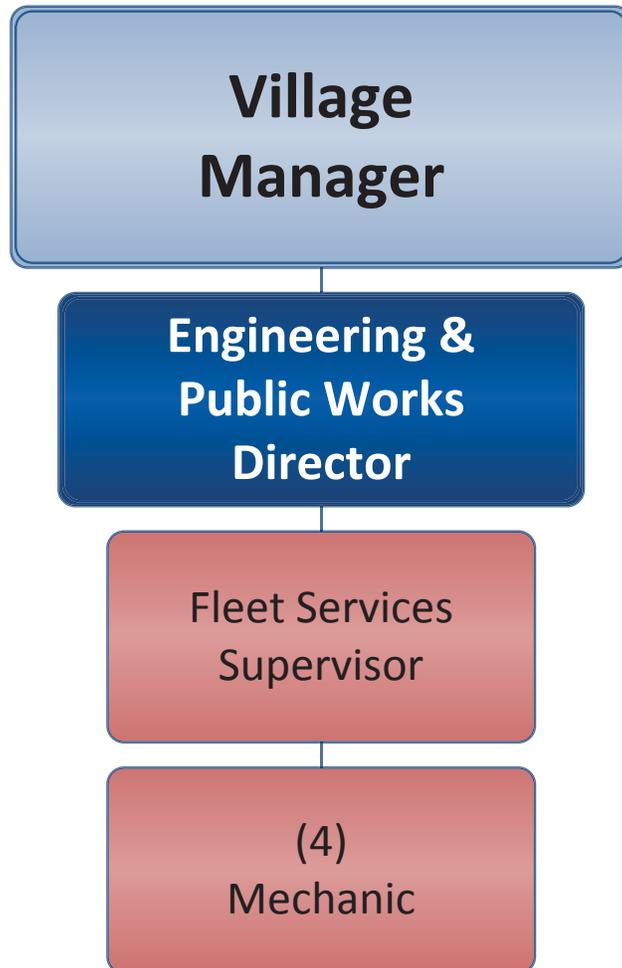
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0640 - Public Buildings

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 109,381	\$ 134,971	\$ 142,791	\$ 142,791	\$ 148,213
1-12	Salaries-Part Time	33,081	24,275	34,789	34,789	39,222
1-21	Salaries-Overtime	10,301	20,974	12,000	15,000	12,000
1-28	On-Call Premium Pay	1,446	5,737	6,680	6,680	6,680
1-41	State Retirement	13,742	24,182	22,249	22,249	26,549
1-42	Social Security	12,515	13,947	19,231	19,231	15,948
1-44	Employee Insurance	24,247	33,905	43,155	43,155	37,437
Total Personal Services		204,713	257,991	280,895	283,895	286,049
2-11	Office Supplies	450	269	200	200	200
2-13	Memberships/Subscriptions	60	183	60	60	65
2-14	Books/Publications/Maps	-	-	50	50	50
2-21	Gasoline & Lube	1,994	26	-	-	-
2-27	Materials & Supplies	35,500	50,997	83,075	83,075	69,000
2-28	Cleaning Supplies	15,908	25,422	27,250	20,500	20,500
2-29	Part & Access-Non Auto	15,382	9,281	15,500	20,000	19,000
2-31	Uniforms	1,892	2,437	3,875	3,875	3,875
2-33	Safety & Protective Equip	1,162	2,080	3,060	3,060	3,360
2-34	Small Tools	1,555	5,383	3,800	3,800	3,800
2-99	Miscellaneous Expen.	-	340	25	25	25
Total Commodities		73,903	96,418	136,895	134,645	119,875
3-34	M & R - Buildings	40,228	71,429	60,100	60,100	59,100
3-36	Maintenance Agreements	29,315	82,120	156,532	140,000	136,150
3-37	M & R Other Equipment	-	-	600	600	600
3-51	Equipment Rentals	-	-	50	50	50
3-52	Vehicle Maint & Replace	-	-	11,110	11,110	8,820
3-71	Schools/Conf/Meetings	437	3,653	4,500	4,500	4,500
Total Contractual Services		69,980	157,202	232,892	216,360	209,220
Total Operating Expenditures		348,596	511,611	650,682	634,900	615,144
Total Public Buildings		\$ 348,596	\$ 511,611	\$ 650,682	\$ 634,900	\$ 615,144



DEPARTMENT OF PUBLIC WORKS

650 - FLEET SERVICES

GOALS

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

DESCRIPTION OF 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	2008	2009	2010	2011	2012
Number of Vehicles Maintained	150	150	152	153	152
Fleet Maintenance & Replacement Cost	\$873,536	\$757,154	\$757,154	\$843,134	\$1,205,179
Average Cost Per Vehicle	\$5,824	\$5,048	\$4,981	\$5,510	\$7,929
Miles Driven	867,118	909,364	863,166	903,814	894,727
Total Fleet Miles	5,821,458	6,140,301	5,574,488	5,842,316	5,984,621

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Expand the in-house training for operators supplied by Fleet. We plan to create an ongoing training program on all fleet equipment to insure all operators are proficient in their safe operation. We also plan to include outside and contractual training where appropriate. (Third quarter)

Completed. Fleet has conducted or sponsored 16 training classes on various pieces of equipment or equipment systems. We will continue this level of training the future.

2. Examine all fleet equipment to determine level of current safety equipment. We plan to determine equipment that does not meet an adequate level of safety compared to current standards. We will then schedule this equipment for replacement or elimination. (Second quarter)

We inventoried our fleet equipment and found only two mowers that did not meet current safety standards. These units were eliminated and we are confident our fleet meets all current standards for greater safety.

ADDITIONAL ACCOMPLISHMENTS

1. Currently in the process of changing the Public Works radio frequency to meet new FCC regulations.
2. Designed and built new SUV Police squads to replace the discontinued Ford Crown Victoria. The new Ford Explorers have been well received by the Police patrolmen

2013 - 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Update our Fleet Maintenance software to allow accurate tracking of fleet equipment costs. This will allow us the ability to evaluate our equipment purchase decisions and vehicle life. (Second quarter)
2. Modify the design of snow and ice fighting equipment to allow an increase of liquid deicers. The liquid deicers are showing a cost benefit and we should be able to achieve increased savings through the use of a greater liquid/salt blend. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

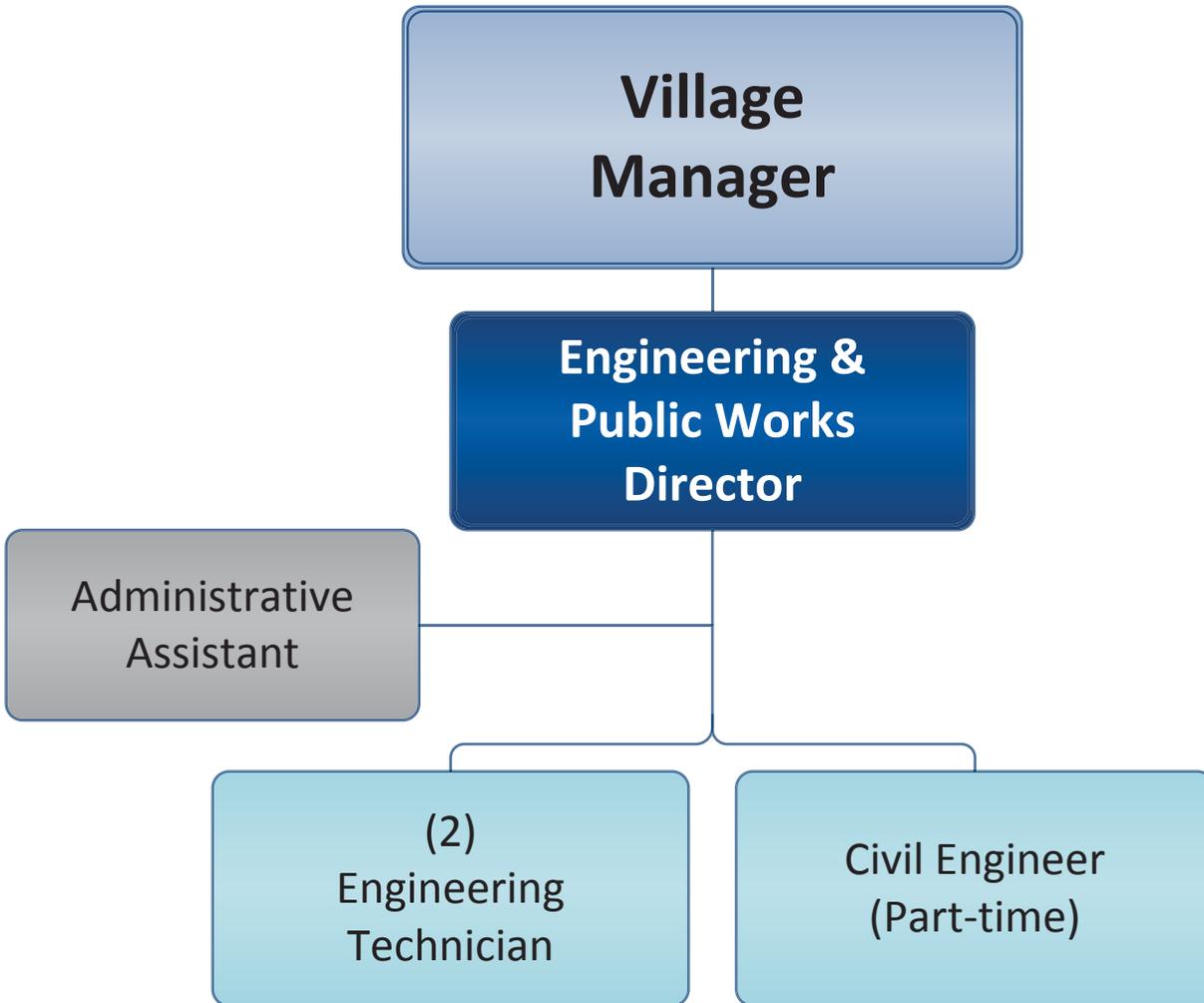
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0650- Fleet Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 377,065	\$ 390,813	\$ 383,437	\$ 383,437	\$ 294,139
1-21	Salaries-Overtime	7,172	6,043	7,800	7,800	8,696
1-41	State Retirement	41,398	62,174	55,758	55,758	48,758
1-42	Social Security	29,383	29,538	29,861	29,861	24,950
1-44	Employee Insurance	75,249	78,240	78,642	78,642	47,997
Total Personal Services		530,267	566,808	555,498	555,498	424,540
2-11	Office Supplies	663	661	400	400	500
2-13	Memberships/Subscriptions	1,354	1,358	1,300	4,000	1,800
2-14	Books/Publications/Maps	1,500	2,464	2,700	2,700	2,700
2-21	Gasoline & Lube	5,556	309,789	400,312	400,312	411,795
2-22	Auto Parts & Accessories	90,000	121,604	117,000	117,000	120,000
2-23	Communications Parts	1,384	3,030	1,650	5,000	6,150
2-27	Materials & Supplies	13,891	16,662	14,000	14,000	15,000
2-29	Part & Access-Non Auto	17,453	24,055	23,000	23,000	23,000
2-31	Uniforms	705	807	900	900	900
2-33	Safety & Protective Equip	220	2,185	1,400	1,700	1,400
2-34	Small Tools	6,781	4,015	6,600	7,000	7,000
2-36	Photo Supplies	-	-	25	25	25
Total Commodities		139,507	486,630	569,287	576,037	590,270
3-12	Postage	22	-	50	50	50
3-31	M & R- Auto Equipment	36,198	47,292	49,700	54,000	51,500
3-32	M & R- Office Equipment	-	-	50	50	50
3-33	M & R- Comm Equipment	-	-	400	1,000	850
3-37	M & R- Other Equipment	2,259	21,616	9,900	11,000	11,900
3-51	Equipment Rentals	1,875	1,117	3,100	3,100	3,100
3-52	Vehicle Maint & Replace	-	-	3,119	3,119	4,238
3-68	Uniform Rentals	2,703	3,038	3,120	3,120	3,120
3-69	Testing Services	309	1,531	1,700	1,700	1,700
3-71	Schools/Conf/Meetings	3,989	4,287	6,305	6,305	6,405
3-72	Transportation	702	455	750	750	850
3-99	Miscellaneous Expense	2,410	2,002	2,200	2,200	2,200
Total Contractual Services		50,467	81,338	80,394	86,394	85,963
Total Operating Expenditures		720,241	1,134,776	1,205,179	1,217,929	1,100,773
Total Fleet Services		\$ 720,241	\$ 1,134,776	\$ 1,205,179	\$ 1,217,929	\$ 1,100,773



DEPARTMENT OF PUBLIC WORKS

660 - ENGINEERING

GOALS

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 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 projects and transportation 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 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.

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.

Act as administrator for the Village Stormwater Management program.

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

2012 – 2013 OBJECTIVES

I. Is a great place to live, work and do business

1. To provide all engineering, contract administration, and construction inspection for the installation of an eight foot fence on the west side of County Farm Road south of Schick Road.

Completed

2. To oversee and implement the fourth year of the depressed driveway program for approximately 5 Village Residents.

Completed 6 driveways

3. To coordinate all activities, including engineering and construction contract administration, for the replacement of the Longmeadow Bridge over the West Branch of the DuPage River. (Third Quarter)

Ongoing

4. To provide all engineering, contract administration, and construction inspection for the reconstruction of Gladiola Avenue from Hollywood to Briarwood.

Completed

5. To provide all engineering, contract administration, and construction inspection for the Tanglewood Special Service Area improvements, consisting of common area sidewalk removal and replacement and common area drainage improvements.

Completed

6. To retain a consultant to conduct a comprehensive drainage study of the section of the Village west of Barrington Road, and north of Maple Avenue and formulate a recommendation on how to alleviate street flooding on Church, Apple Tree, Peach Tree and Pine Tree Streets. (Second Quarter)

Completed

7. To finish the streetscape and entryway signage on the west side of Barrington Road north of Irving Park Road as part of the completion of TIF #2 improvements.

Completed

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. To provide all engineering, contract administration, and construction inspection for the installation of an eight foot fence on the east and west side of County Farm Road south of the Canadian National Railroad Tracks. (Second Quarter)
2. Evaluate options for concrete streets and new methods for rehabilitation. (Third Quarter)
3. To coordinate all activities, including engineering and construction contract administration, for the replacement of the Longmeadow Bridge over the West Branch of the DuPage River. Plans are at IDOT for approval and January Bid Letting. (First Quarter)
4. To provide in-house design and construction savings for the street resurfacing program. (First Quarter)
5. To provide in-house design and construction services for the watermain project. (Second Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0660 - Engineering

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 214,154	\$ 213,236	\$ 133,676	\$ 133,676	\$ 137,686
1-12	Salaries-Part Time	-	-	-	-	30,869
1-21	Salaries-Overtime	9,263	6,828	6,139	6,139	6,139
1-41	State Retirement	23,732	34,164	19,715	19,715	22,999
1-42	Social Security	16,165	15,583	10,695	10,695	13,445
1-44	Employee Insurance	48,450	47,709	34,913	34,913	37,514
Total Personal Services		311,764	317,520	205,138	205,138	248,652
2-11	Office Supplies	1,311	795	1,350	1,000	1,100
2-13	Memberships/Subscriptions	378	323	473	125	125
2-14	Books/Publications/Maps	-	-	175	175	200
2-21	Gasoline & Lube	4,681	43	-	-	-
2-27	Materials & Supplies	717	136	650	400	400
2-31	Uniforms	167	203	200	385	300
2-33	Safety & Protective Equip	230	115	230	230	445
2-34	Small Tools	95	210	200	200	200
2-99	Miscellaneous Expen.	-	-	50	-	-
Total Commodities		7,579	1,825	3,328	2,515	2,770
3-12	Postage	374	333	475	475	475
3-32	M & R- Office Equipment	149	-	100	800	100
3-33	M & R- Comm Equipment	-	768	25	-	-
3-36	Maintenance Agreements	1,968	1,260	1,275	1,260	1,275
3-52	Vehicle Maint & Replace	-	-	5,546	5,546	5,583
3-61	Consulting Services	6,751	6,169	3,228	3,400	3,228
3-64	Engineering Services	-	10,058	2,500	24,875	2,500
3-71	Schools/Conf/Meetings	1,779	2,753	2,260	1,600	2,260
3-72	Transportation	230	311	250	150	250
Total Contractual Services		11,251	21,652	15,659	38,106	15,671
Total Operating Expenditures		330,594	340,997	224,125	245,759	267,093
Total Engineering		\$ 330,594	\$ 340,997	\$ 224,125	\$ 245,759	\$ 267,093

670 – Metropolitan Water Reclamation District Property



**DEPARTMENT OF PUBLIC WORKS
670 – METROPOLITAN WATER
RECLAMATION DISTRICT PROPERTY**

GOALS

The goal of the Metropolitan Water Reclamation District fund is to provide a clean and safe recreational facility on the MWRD property.

DESCRIPTION OF FUNCTIONS

To provide adequate roadways and parking areas, aesthetically pleasing landscaping, and safe recreational facilities.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business.

1. Conducted soil boring tests on the dirt throughout the property. (Third quarter)

2013 - 2014 OBJECTIVES

1. Is a great place to live, work and do business.

1. Develop and implement a plan for landscape improvements along Barrington Road. (First quarter)
2. Make incremental improvements to the internal roadway and parking areas. (Second quarter)
3. Plan for the use of the south property for bike paths and soccer fields. (Second/Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0670 - Metropolitan Water Reclamation District Property

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
	3-34 M & R- Buildings	\$ -	\$ -	\$ -	\$ -	\$ 2,500
	3-35 M & R- Streets & Bridges	-	-	-	-	10,000
	3-61 Consulting Services	-	-	-	-	9,500
	3-99 Miscellaneous Expense	-	-	-	-	10
	Total Contractual Services	-	-	-	-	22,010
	Total Operating Expenditures	-	-	-	-	22,010
	Total MWRD Fields	\$ -	\$ -	\$ -	\$ -	\$ 22,010

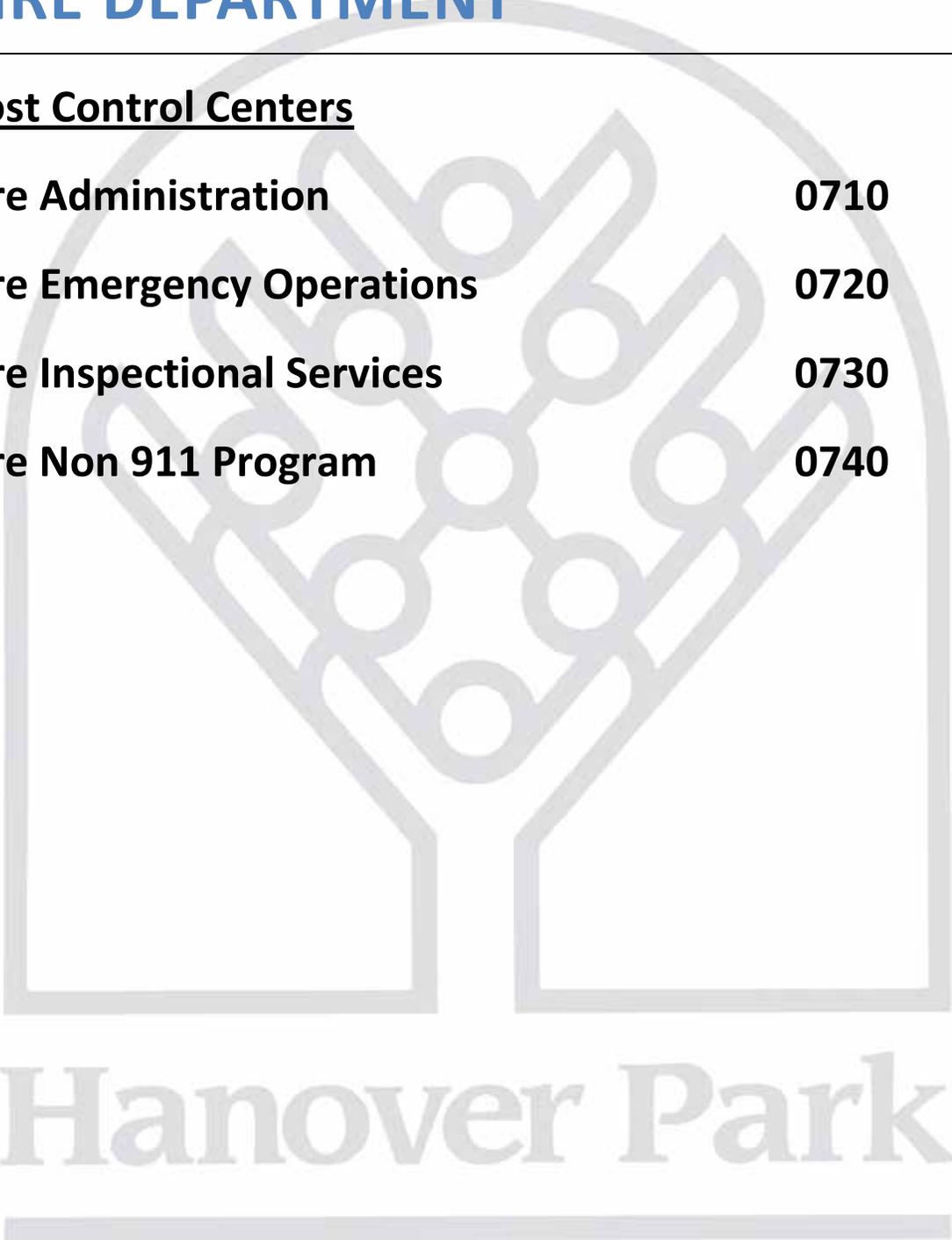
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FIRE DEPARTMENT

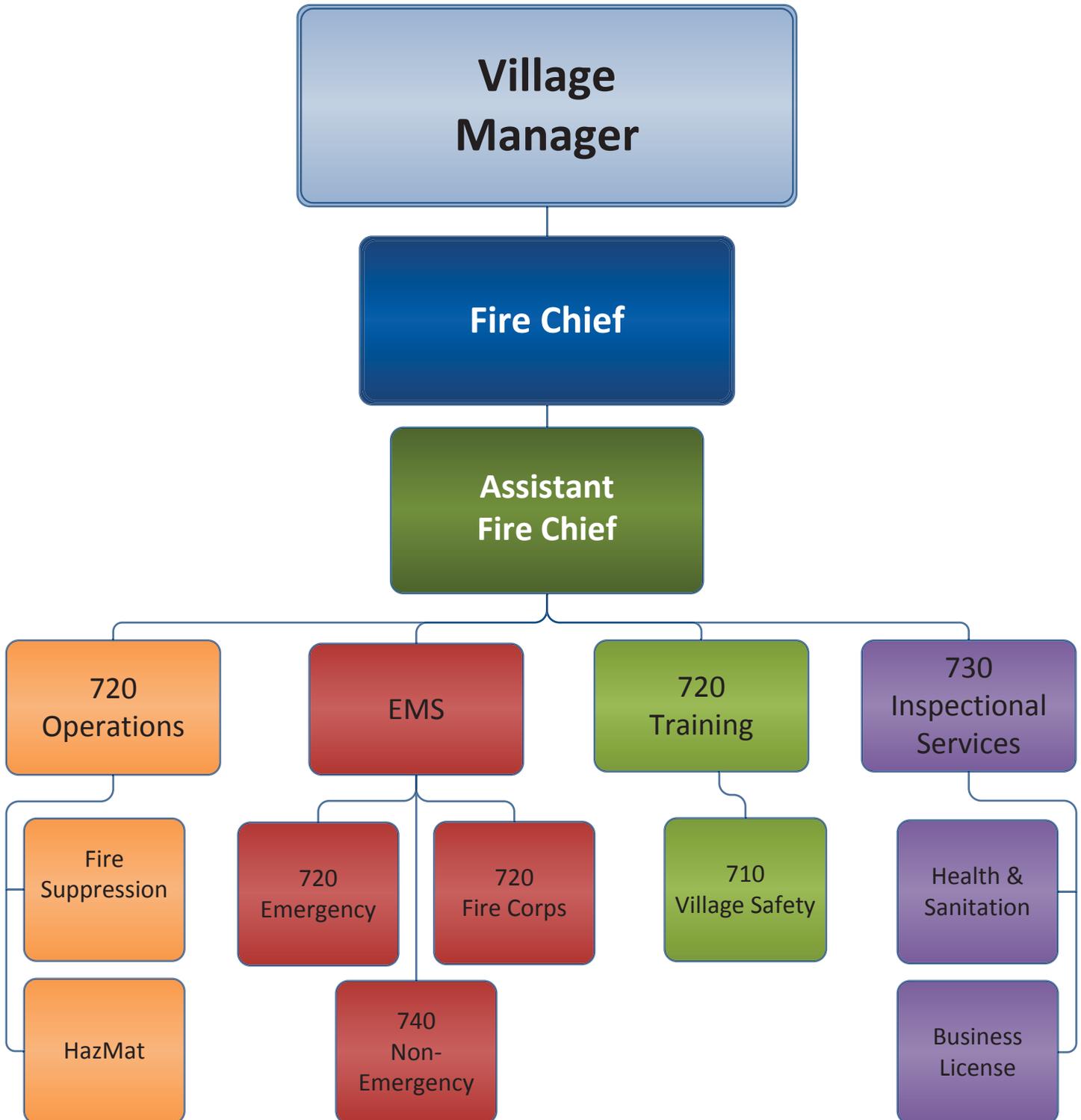
Cost Control Centers

Fire Administration	0710
Fire Emergency Operations	0720
Fire Inspectional Services	0730
Fire Non 911 Program	0740



Hanover Park

Organization of the Fire Department



710 – Fire Administration



FIRE DEPARTMENT 710 – ADMINISTRATION

GOALS

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 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 liaison to the Mallard Lake Landfill Methane Mitigation Project as well as management of the Village's Corporate Strategic Plan.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2008	2009	2010	2011	2012
Fire Department Insurance Claims:					
Total Worker Compensation Claims	5	9	5	7	2
Worker Compensation Losses	\$17,217	\$19,188	\$18,642	\$383,847	\$32,777
All Other Claims	3	3	3	3	1
Non-Worker Compensation Losses	\$5,040	\$1,357	\$1,357	\$500	\$288
Total Claims	8	12	8	10	3
Total Losses	\$21,140	\$20,545	\$19,999	\$384,347	\$33,065
Total Expenditures	\$4,413,163	\$4,796,525	\$5,092,377	\$5,308,477	\$5,770,618
Cost of Services Per Capita	\$115.29	\$125.31	\$133.04	\$138.68	\$150.76

2012 – 2013 OBJECTIVES

I. Is a great place to live, work and do business

1. Conduct testing and certify a new full time firefighter hiring list.

Completed.

III. Is fiscally responsible and transparent

2. Complete contract negotiations with the International Association of Firefighters Local 3452. (First quarter)

Completed.

3. Disconnect Village area from the Bloomingdale Fire Protection District creating coterminous Village and fire protection boundaries. (First through fourth quarters)

Ongoing.

4. Conduct a semiannual review of ambulance and cost recovery revenue against insurance and Medicare standards and area comparables. (Third quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. Chief Haigh was named the Illinois Association of Fire Chiefs 2012 Fire Chief of the Year.
2. Chief Haigh served as Interim Village Manager following the retirement of Ron Moser and the hiring of Juliana Maller.
3. Assistant Chief Zaccard continues to provide consultation to numerous fire departments on the use of Firehouse Software®.
4. Chief Haigh assisted the Illinois Fire Service Institute in making a promotional video. Chief Haigh spoke on the benefits of firefighter life safety research and how it has impacted field operations related to rehab. The video was used as part of a larger presentation at the 2012 Fire Rescue International Conference.
5. Chief Haigh provided the keynote address for the annual City of Wilmington (North Carolina) Fire Department promotional/awards ceremony.
6. Administrative Assistant Robin Dubiel continues to participate as an active member of the Illinois Fire Service Administrative Professionals (IFSAP) organization.
7. Chief Haigh participated as an evaluator on the interview panel for the new Villa Park Fire Chief.
8. The Police and Fire Department provided a joint honor guard for the DuPage Mayors and Managers Conference 50th Anniversary Gala.
9. The Department updated by ordinance all fines and fees including establishment of a fee for child safety seat installations.
10. The Department donated surplus turnout gear to the Strasburg (IL) Fire Protection District.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Conduct testing to certify a new part time firefighter hiring list. (First quarter)
2. Conduct promotional testing to certify a new Lieutenants eligibility list. (First quarter)

III. Is fiscally responsible and transparent

1. Continue to manage the Village's Comprehensive Strategic Plan providing quarterly updates and reviews and reporting such findings to the Village Board. (First through fourth quarters)
2. Disconnect Village area from the Bloomingdale Fire Protection District creating coterminous Village and fire protection boundaries. (First through fourth quarters)
3. Work to select a site and acquire all necessary property to construct a replacement Fire Station 2. (First through fourth quarters)
4. Work to have a senior Fire Department Officer assigned to a leadership committee at Du-Comm. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

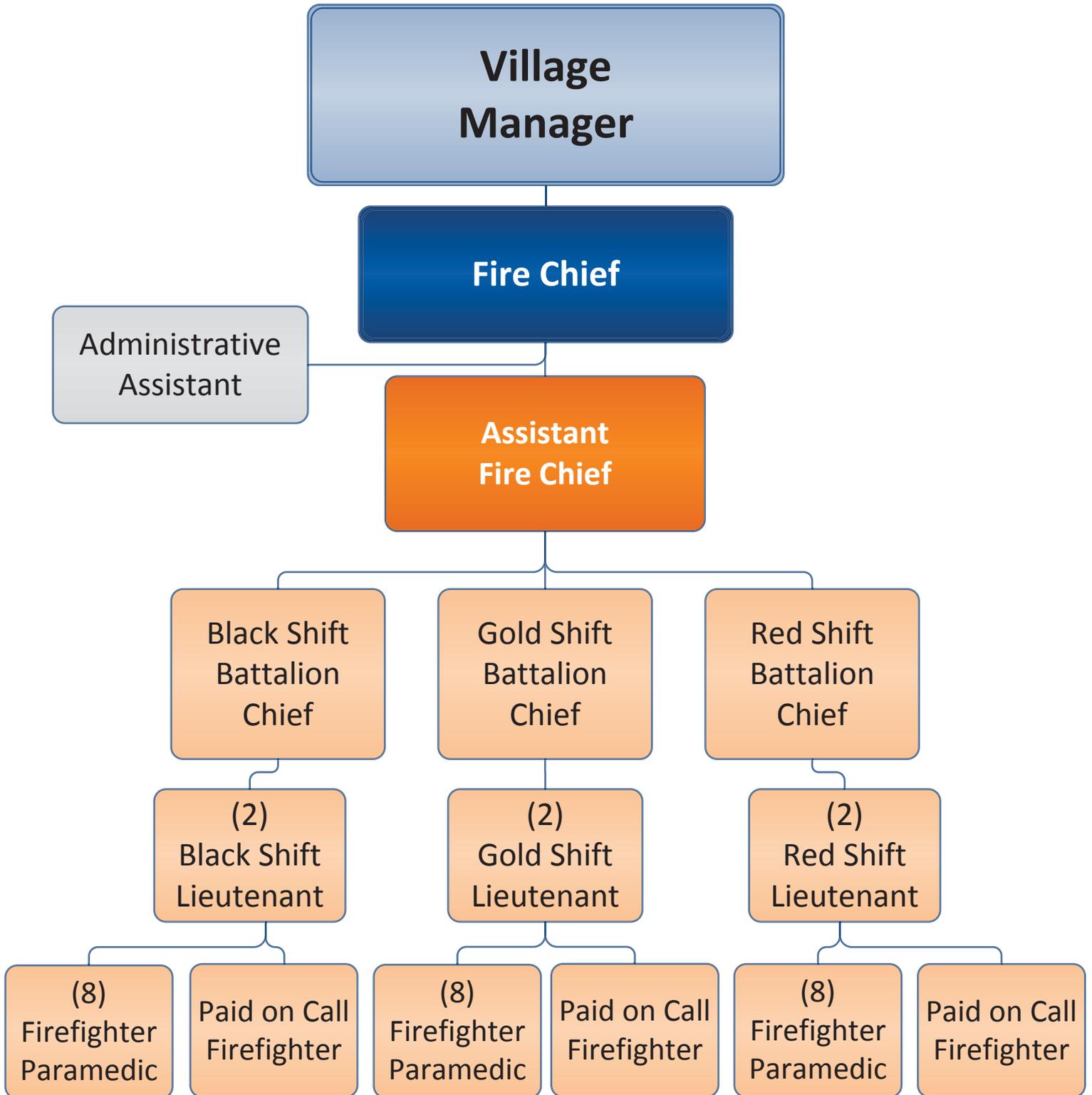
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0710 - Fire Administration

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ -	\$ 341,025	\$ 330,557	\$ 330,557	\$ 340,474
1-21	Salaries-Overtime	-	2,180	2,500	2,200	2,500
1-41	State Retirement	-	9,289	8,984	8,984	10,406
1-42	Social Security	-	13,070	13,797	13,797	14,168
1-43	Police/Fire Pension	-	-	70,772	70,772	86,462
1-44	Employee Insurance	-	22,548	65,458	65,458	63,024
Total Personal Services		-	388,112	492,068	491,768	517,034
2-11	Office Supplies	-	2,546	3,000	2,400	2,500
2-13	Memberships/Subscriptions	-	2,627	3,948	3,948	3,963
2-14	Books/Publications/Maps	-	494	2,465	2,000	2,030
2-27	Materials & Supplies	-	1,945	1,500	1,500	1,500
2-36	Photo Supplies	-	137	200	200	200
2-99	Miscellaneous Expense	-	25	100	100	100
Total Commodities		-	7,774	11,213	10,148	10,293
3-12	Postage	-	566	700	450	500
3-32	Office Equipment	-	4,035	4,975	4,975	3,700
3-61	Consulting Services	-	500	500	500	500
3-71	Schools/Conf/Meetings	-	5,853	14,930	14,930	20,378
3-72	Transportation	-	865	1,350	1,350	1,000
Total Contractual Services		-	11,819	22,455	22,205	26,078
Total Operating Expenditures		-	407,705	525,736	524,121	553,405
Total Fire Administration		\$ -	\$ 407,705	\$ 525,736	\$ 524,121	\$ 553,405



720 – FIRE DEPARTMENT EMERGENCY OPERATIONS DIVISION

GOALS

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 FUNCTIONS

The department responds from two stations utilizing a complement of 35 full-time and 18 part-time firefighters and officers. These personnel are supplemented by a full-time Administrative Assistant, a volunteer Fire Chaplain and 15 Fire Corps volunteers. Responses surpass 3,000 emergency calls annually with approximately 70% of these being EMS in nature. Services are provided using two staffed Paramedic Equipped Engine Companies, 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. All personnel are trained at a minimum to the level of Firefighter II as recognized by the Illinois State Fire Marshal's Office and the International Fire Accreditation Council as well as Illinois EMT-Basic. All full-time personnel are required to possess an Illinois Paramedic license. The department actively participates and responds as part of MABAS Division XII. The Department houses and transports the MABAS Division XII "Level A" Haz Mat Trailer, which provides technician level and decontamination services.

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. They also conduct public CPR training.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2008	2009	2010	2011	2012
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	17	17	18	17
Total Full Time Employees	36	36	37	36	36
Number of Full Time Personnel Per 1,000 Population	0.94	0.94	0.94	0.94	0.94
ISO Rating	Class 4	Class 4	Class 4	4	4
Fire Calls	909	830	923	956	910
EMS Calls	2,225	2,045	2,160	2,309	2,388
Total Number of Calls	3,134	2,875	3,083	3,265	3,298
Total Number of Patients Contacted	2,577	2,237	2,379	2,551	2,515
Number of Advanced Life Support Calls (ALS)	1,270	1,192	1,307	1,255	1,273
Number of Basic Life Support Calls (BLS)	955	1,045	853	1,042	1,087
Actual Property Loss Due To Fire	\$718,150	\$678,601	\$802,600	\$420,520	\$589,806
Number Auto/Mutual Aid Received	216	221	152	150	213

Description of Measurement	2008	2009	2010	2011	2012
Number Auto/Mutual Aid Given	339	349	465	523	500
Number of Overlapping Incidents	984	862	1,018	1,107	1,115
Property Value of Fire Damaged Property	\$6,742,200	\$15,323,590	\$7,156,695	\$8,634,475	\$6,896,709
Number of Structural Fire Calls	28	29	21	19	25
Number of Non-Structural Fire Calls	30	28	23	36	43
Number of Malicious False Alarm Calls	3	7	2	0	8
Number of Non-Malicious False Alarm Calls	286	256	263	307	182
Total False Alarm Calls	289	263	265	307	190
Average Emergency Response Time (fire calls only)	0:03:32	0:03:46	0:03:27	0:03:46	0:02:49
Fire Corps					
Incident Rehab Activity	13	38	34	28	34
Non-Incident Rehab Activities	9	4	5	2	6

2012 – 2013 OBJECTIVES

1. Is a great place to live, work and do business

1. Evaluate options for staffing Tower 371 with a designated leader trained to a minimum of Fire Officer I, per the Illinois Office of State Fire Marshal standards. (Second quarter)

Not started. The Village's early retirement incentive program caused a total of five (5) retirements within the department. These retirements resulted in four (4) officer promotions. Based on the promotions, this has limited the number of firefighters holding the Fire Officer I Certification. A number of personnel are in the process of obtaining this certification. Based on these changes this goal will be continued to FY 13-14.

2. Develop and implement a formalized mentor program. (First through third quarters)

Not started. The program has not been implemented due to early retirements generated by the ERP. The program will be continued in FY'13-14.

3. 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)

Completed. Class topics and instructors were as follows:

1. *Time Management: Dr. Robert de Falkenberg, McDonald's Hamburger University*
2. *Leadership Principles for the Fire Officer: Chief C.A. Haigh, Hanover Park Fire Department*
3. *Financial Management: Chief C.A. Haigh, Hanover Park Fire Department*
4. *Learning from the Experiences of Others: Robert Halton, Pennwell/Fire Engineering*
5. *Personnel Management during Emergency Incidents: Deputy Commissioner (Ret.) Phil McLaughlin, Philadelphia Fire Department and National Fire Academy*
6. *Documenting Appropriately for the Patient and Yourself: Jim Rutledge, EMS System Coordinator, Cottage Hospital, Galesburg, IL*

4. Continue utilization of Fire Corps to provide rehab services at emergency incidents and live fire trainings. (First through fourth quarters)

Ongoing.

5. Purchase replacement Advanced Life Support/Mobile Intensive Care Ambulance (381). The ambulance replaced by the new unit has been renumbered (383) and reassigned as a reserve. The 2000 Ford/MedTec previously maintained as the reserve unit will be reassigned as the rehab unit (374).

Completed. The 2000 Ford/Medtec will not be reassigned as the Rehab Unit, but instead will be sold.

6. Offer CPR to targeted community groups, including classes taught in Spanish.

Completed.

Fire Investigation (Category previously assigned to Inspectional Services)

7. Send two firefighters to fire investigator training to attain Office of the State Fire Marshall Fire Investigator certification.

Firefighter/Paramedic Ryan Jasper completed training and received his certification. The additional investigator planned in FY'12-13 will be moved to FY'13-14.

8. Send one certified fire investigator to arson investigator training to attain Office of the State Fire Marshall Arson Investigator certification.

This will be carried over into FY'13-14.

II. Offers convenience through technologies.

9. Purchase replacement RAD-57 patient O₂/CO monitors.

Completed.

III. Is fiscally responsible and transparent.

10. Conduct a biannual review of ambulance rates against Medicare/Medicaid standards and area comparables.

Completed.

11. Continue to seek grant support to supplement the operation of Fire Corps. (First through fourth quarters)

Ongoing. The Department is working through the Village's lobbyist to generate interest in grant funding a new rehab unit. Additionally, the Academy of Hazardous Materials Managers has promised grant assistance to contribute funds for the partial cost of a new unit or equipment to be carried on the unit.

The Department has been notified that the State of Illinois will no longer provide grant funding for CERT Training, which has previously paid for overtime used to train Fire Corps personnel. The Department will be absorbing this cost into the general operational costs of the Department.

ADDITIONAL ACCOMPLISHMENTS

Operations Division

1. Transfer Operational Duties from Assistant Chief Zaccard to the newly formed position of Operations Chief (Battalion Chief John Doubek).
2. Proposed an Ordinance to increase Village Fire Department and Police Department false alarm fees that was adopted by the Village Board.
3. Purchased and placed in service a Thermal Imaging Camera (TIC) on Medic 381.
4. Purchased thirteen (13) sets of firefighter Personal Protective Equipment.
5. Coordinated with the Inspectional Services Division to complete the 2012 Business Premise Inspection Program.
6. Upgraded all Department MSA – Self Contained Breathing Apparatus (SCBA) face masks with voice amplifiers. Cost of upgrade was paid for through the Foreign Fire Tax Fund.
7. Outfitted each front line engine with First Response Fire Investigator kits.
8. Outfitted each front line engine with a high rise/stand pipe kit.

Training Division/Public Education

1. Established in-house monthly continuing education drills for fire investigators.
2. Staff training enhancements:
 - a. Three (3) personnel attended classes at the National Fire Academy
 - b. Two (2) personnel obtained an Instructor I certification
 - c. Ten (10) personnel obtained an Advanced Firefighter Technician certification
 - d. Three (3) personnel obtained a NIMS Incident Command 300 & 400 certification
 - e. Four (4) Lieutenants obtained their Incident Safety Officer certification
 - f. One (1) firefighter obtained a Provisional Fire Officer 1 certification
3. The Department hosted three (3) grant funded Illinois Fire Service Institute Cornerstone classes.
4. The Department conducted bi-annual mandatory live burn training using the Huntley Fire Protection District Training Facility.
5. Received \$9,418 in training reimbursement from the Illinois Office of State Fire Marshal.
6. Members of the Training Division assisted the University of Illinois Fire Service Institute with the annual 4-day Explorer Fire College. Hanover Park uses this as a recruitment event and has participated for the last 8-years. The department recruited two (2) of our current full time firefighter/paramedics as part of this program.
7. Assistant Chief Zaccard and Administrative Assistant Robin Dubiel attended the annual Firehouse Software® Conference.
8. Hosted an Arson Investigation Training class held by Unified Fire Investigations.

9. Purchased forcible entry simulator.
10. The Department conducted its annual Halloween event distributing over 5,000 pre-made packages containing treats and safety messages.

Emergency Medical Services Division

1. Initiated as a pilot program through the Greater Elgin Mobile Intensive Care Program a hypothermic treatment protocol for resuscitated cardiac arrest victims.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business.

1. Purchase and put into service the following replacement apparatus: (First through fourth quarters)
 - a. Command 306
 - b. Hazardous Materials Squad 370
 - c. Rehab 374
2. Evaluate options for staffing Tower 371 with a designated leader trained to a minimum of Fire Officer I, per the Illinois Office of State Fire Marshal standards. (Second quarter)
3. Develop and implement a formalized mentor program. (First through third quarters)
4. 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)
5. Develop daily training to evaluated firefighter skills based on the newly created Job Performance Ratings (JPR's). (Second quarter)
6. Update Fire Department Personal Protective Equipment specifications. (Second quarter)
7. Develop in-house continuing education/training program for HazMat Technicians. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0720 - Fire Suppression

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 2,921,492	\$ 2,601,891	\$ 2,472,912	\$ 2,472,912	\$ 2,569,866
1-12	Salaries-Part Time	331,786	377,478	311,572	311,572	315,455
1-21	Salaries-Overtime	215,119	282,803	202,186	250,000	217,759
1-41	State Retirement	11,809	-	-	18	-
1-42	Social Security	76,976	67,044	59,867	59,867	62,268
1-43	Fire Pension	698,763	805,643	649,768	649,768	821,751
1-44	Employee Insurance	571,428	510,973	517,128	517,128	472,287
1-46	Unempl Compensation	18,028	3,166	3,165	3,165	3,165
Total Personal Services		4,845,401	4,648,998	4,216,598	4,264,430	4,462,551
2-11	Office Supplies	3,525	-	-	-	-
2-13	Memberships/Subscriptions	4,948	950	1,015	1,015	565
2-14	Books/Publications/Maps	5,066	5,276	6,546	4,500	5,230
2-21	Gasoline & Lube	39,039	317	-	-	-
2-22	Automotive Parts	23,558	-	-	-	-
2-23	Communication Parts	3,826	676	2,200	2,200	1,400
2-26	Bulk Chemicals	5,162	4,123	5,550	4,400	4,950
2-27	Materials & Supplies	20,856	9,363	8,875	8,500	7,875
2-28	Cleaning Supplies	6,320	6,024	7,705	7,000	6,475
2-29	Part & Access-Non Auto	2,384	9,947	8,400	8,400	2,500
2-31	Uniforms	9,640	11,801	11,950	11,950	10,950
2-33	Safety & Protective Equip	2,578	3,987	4,742	4,742	1,669
2-34	Small Tools	14,754	6,228	7,955	7,955	-
2-36	Photo Supplies	147	30	200	200	200
2-99	Miscellaneous Expen.	-	-	100	100	100
Total Commodities		141,803	58,722	65,238	60,962	41,914
3-11	Telephone	33,069	-	-	-	-
3-12	Postage	661	79	-	-	-
3-14	Natural Gas	-	1,252	-	-	-
3-21	Liability Insurance Program	111,491	5,331	-	-	-
3-31	M & R - Auto Equipment	20,725	-	-	-	-
3-32	M & R - Office Equipment	3,519	-	-	-	-
3-34	M & R - Buildings	17,221	272	-	-	-

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

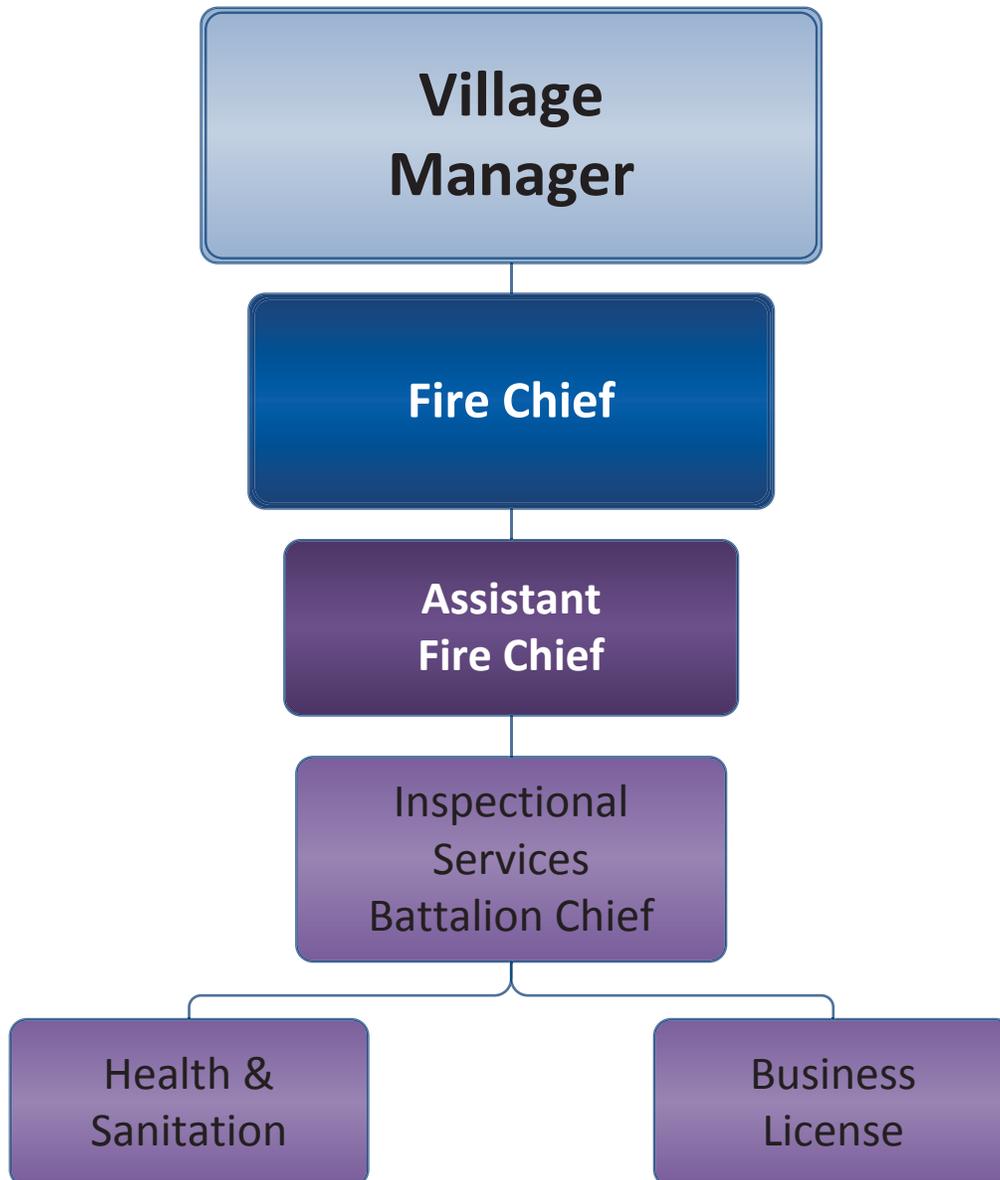
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0720 - Fire Suppression

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures (continued)						
3-36	Maintenance Agreements	44,546	21,640	31,834	33,000	29,135
3-51	Equipment Rentals	61,500	64,294	63,594	63,832	70,243
3-52	Vehicle Maint & Replacement	-	-	216,105	216,105	223,559
3-61	Consulting Services	16,491	-	-	-	-
3-65	Auditing Services	5,817	-	-	-	-
3-71	Schools/Conf/Meetings	30,139	34,439	46,200	46,200	25,138
3-72	Transportation	706	361	575	575	575
3-78	Fire Corp	5,448	1,418	3,760	3,760	3,760
3-91	Special Events	4,775	-	-	-	5,200
3-99	Miscellaneous Expense	250	100	100	100	100
Total Contractual Services		356,358	129,186	362,168	363,572	357,710
Total Fire Suppression		\$ 5,343,562	\$ 4,836,906	\$ 4,644,004	\$ 4,688,964	\$ 4,862,175

730 – Inspectional Services



730 – FIRE DEPARTMENT INSPECTIONAL SERVICES DIVISION

GOALS

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 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 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 plumber. 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, 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, 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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2008	2009	2010	2011	2012
Business License Inspections			827	863	845
School Inspections			33	15	16
Fire Protection System Inspections			216	203	195
Health Inspections			4	42	44
Food Service Inspections			122	489	505
Property Maintenance Inspections			72	437	523
Life Safety Inspections			24	13	30
Other				205	467

2012 – 2013 OBJECTIVES

I. Is a great place to live, work and do business

1. Develop a mail-out educational program. This program will explain what an inspector will be checking for and encourage quarterly self-inspections in order to enhance safety and minimize concerns during Fire Department visits.

Will be carried to FY'13 – 14.

2. Improve work flow of plan reviews and building permits.

Completed.

3. Bring Inspectional Services fee structure in line with comparable communities.

Completed.

4. Amend and adopt 2009 International Building and Life Safety Codes.

Code updates to (2012) codes will be carried to 2013-2014 Objectives.

5. Develop an Inspectional Services policy and procedure manual.

Will be carried to FY'13 – 14.

6. Attain additional ICC certification for building inspectors and plan reviewers.

In Progress.

ADDITIONAL ACCOMPLISHMENTS

1. Hired new Chief of Inspectional Services (Ann Marie Hess).
2. Remodel work was completed and Inspectional Services moved to the east wing of Village Hall occupying the space previously used by the Police Department.
3. Staffed Tower 371 for 3 months (Five 8-hour days/week) with part-time staff to conduct business premise inspections in cooperation with the Operations Division.
4. The Village's Health and Sanitation Codes were updated and approved by the Village Board.
5. Closed out numerous expired permits and bonds.
6. Increased technical knowledge of staff in key areas of State mandated International Energy Conservation Code provisions and Illinois Accessibility Code.
7. Assumed responsibility for the administration of the Elevator Safety Program.
8. Launched process improvements for plan reviews and customer assistance with building permits.
9. Strengthened inter-departmental working relationships for key areas of code and ordinance administration.
10. Increased staff knowledge of fire protection and life safety systems with attendance at joint inspections with fire protection consultant.
11. Maintained a high-level of compliance with Health and Life Safety Codes at commercial and food service establishments.

12. Battalion Chief Hess has been appointed to a board position with the Northwest Building Officials.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Staff to obtain additional ICC certifications. (First through fourth quarter)
2. Complete benefit evaluation of administering an updated contractor's electrical exam through a third party agency as a revenue source. (First quarter)
3. Complete an inter-departmental coordination process for the administration and issuance of business licenses with related inspections. (First quarter)
4. Implementation of a mentoring program for improved staff performance. (First through Fourth quarter)
5. Complete orientation for new staff of key commercial and industrial properties building and fire safety systems. (First through Third quarter)
6. Lead the Village in the adoption of the 2012 ICC codes. Provide staff and public education for the updated codes. (Third and Fourth quarter)
7. Develop an Inspectional Services Policy and Procedures Manual. (Fourth quarter)

II. Offers Convenience through technologies

8. Develop a mail-out educational program. This program will explain what an inspector will be checking for and encourage quarterly self-inspections in order to enhance safety and minimize concerns during Fire Department visits. (First quarter)
9. Update and coordinate permit application forms and informational handouts. (First quarter)
10. Obtain updated Insurance Service Organization (ISO) grade. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

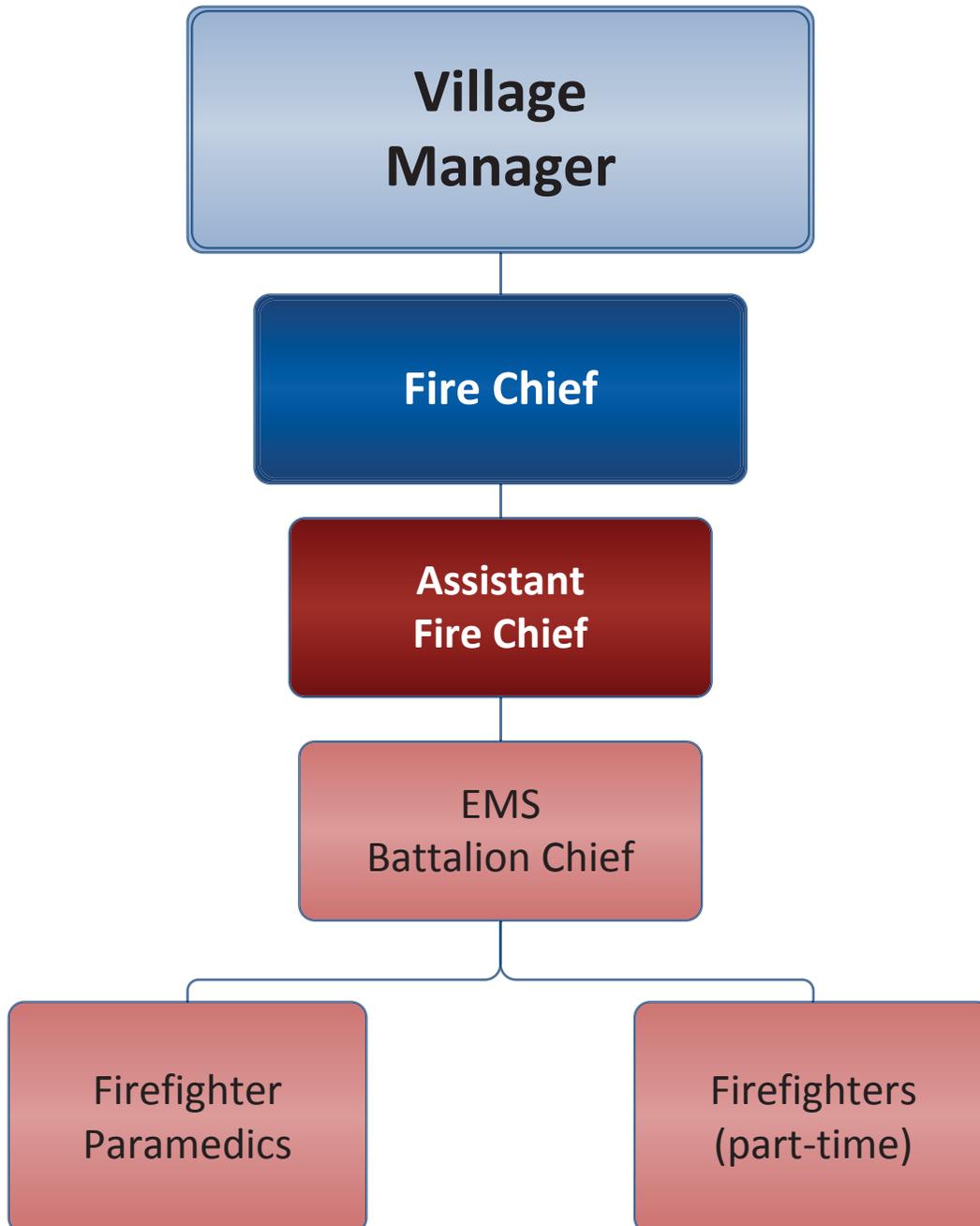
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0730 - Inspectional Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ -	\$ 254,139	\$ 337,616	\$ 337,616	\$ 337,932
1-12	Salaries-Part Time	-	16,336	32,739	20,000	33,768
1-21	Salaries-Overtime	-	19,950	13,991	13,991	15,504
1-41	State Retirement	-	39,161	47,604	47,604	56,276
1-42	Social Security	-	18,395	29,402	29,402	29,703
1-44	Employee Insurance	-	19,649	74,302	74,302	80,617
Total Personal Services		-	367,630	535,654	522,915	553,800
2-11	Office Supplies	-	1,441	800	800	800
2-13	Memberships/Subscriptions	-	1,185	1,957	1,841	2,036
2-14	Books/Publications/Maps	-	2,048	3,600	3,600	2,814
2-23	Communication Parts	-	1,043	-	-	-
2-27	Materials & Supplies	-	214	250	250	200
2-31	Uniforms	-	4,392	3,500	3,500	3,500
2-33	Safety & Protective Equip	-	68	300	180	150
2-34	Small Tools	-	13	300	300	580
2-36	Photo Supplies	-	157	300	300	200
2-99	Miscellaneous Expen.	-	-	100	100	100
Total Commodities		-	10,561	11,107	10,871	10,380
3-12	Postage	-	264	450	450	500
3-61	Consulting Services	-	41,464	20,500	18,580	19,500
3-70	Binding and Printing	-	190	2,814	2,812	2,800
3-71	Schools/Conf/Meetings	-	5,403	18,157	9,550	6,420
3-72	Transportation	-	323	1,000	1,000	500
3-91	Special Events	-	5,770	8,520	8,520	3,300
3-99	Miscellaneous Expen.	-	-	100	100	100
Total Contractual Services		-	53,414	51,541	41,012	33,120
Total Inspectional Services		\$ -	\$ 431,605	\$ 598,302	\$ 574,798	\$ 597,300

740 – Non-Emergency 911



740 – FIRE DEPARTMENT

EMS DIVISION: NON-911 PROGRAM

GOALS

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 FUNCTIONS

The cost of providing existing services continues to increase. 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.

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. Although these transports require an ambulance and skilled emergency medical technicians or paramedics, the transport is typically scheduled and is non-emergency in nature. 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.

PERFORMANCE ACTIVITIES AND MEASURES			
Description of Measurement	2010	2011	2012
Non-Emergency Transfer	1	49	15

2012 – 2013 OBJECTIVES

1. Is a great place to live, work and do business

1. Maintain response times of 30 minutes or less, 90% of the time.

Ongoing - surpassed budget goal.

2. Restrict the use of non-911 mutual aid to 10% of dispatched calls or less.

Ongoing - surpassed budget goal.

3. Complete a community questionnaire seeking input on potential health services to be offered by the Fire Department.

Will be carried to FY'13 – 14.

4. Develop a marketing and advertisement program to promote the non-911 ambulance program.

Ongoing.

5. Implement wellness check/healthy living days to be held at the fire stations.

Will be carried to FY'13 – 14.

6. Implement wellness check/healthy living days to be held at Village Hall for employees.

Will be carried to FY'13 – 14.

III. Is fiscally responsible and transparent

7. Continue to monitor and analyze non-911 ambulance fee collections and revenue generation.

On going.

8. Perform the first phase of a formal 3-year analysis of the non-911 ambulance program

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. Renewed transport contract with Claremont.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Complete a community questionnaire seeking input on potential health services to be offered by the Fire Department. (Second quarter)
2. Complete a 3-year plan to forecast the potential for the implementation of community paramedicine. (Third quarter)
3. Maintain response times of 30 minutes or less, 90% of the time. (First through fourth quarters)
4. Restrict the use of non-911 mutual aid to 10% of dispatched calls or less. (First through fourth quarters)

III. Is fiscally responsible and transparent

5. Continue to monitor and analyze non-911 ambulance fee collections and revenue generation. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0740 - Non-Emergency 911

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ -	\$ 37,437	\$ 23,014	\$ 23,014	\$ 23,705
1-12	Salaries-Part Time	-	4,035	10,256	1,500	-
1-21	Salaries-Overtime	-	867	2,196	2,196	-
1-41	State Retirement	-	87	-	1	-
1-42	Social Security	-	1,408	1,287	600	405
1-43	Fire Pension	-	-	6,785	6,785	7,388
1-44	Employee Insurance	-	-	1,089	1,582	1,082
Total Personal Services		-	43,834	44,627	35,678	32,580
2-11	Office Supplies	-	237	1,000	1,000	1,000
2-21	Gasoline & Lube	-	-	2,000	2,000	1,000
2-26	Bulk Chemicals	-	-	1,000	1,000	500
Total Commodities		-	4,129	4,000	4,000	2,500
3-21	Liability Insurance Program	-	-	6,726	6,726	6,726
3-51	Equipment Rentals	-	360	2,000	500	500
3-52	Vehicle Maint & Replacement	-	40,000	40,000	40,000	40,000
3-71	Schools/Conf/Meetings	-	6,079	6,000	5,000	-
Total Contractual Services		-	46,439	54,726	52,226	47,226
Total Non-Emergency 911		\$ -	\$ 94,402	\$ 103,353	\$ 91,904	\$ 82,306

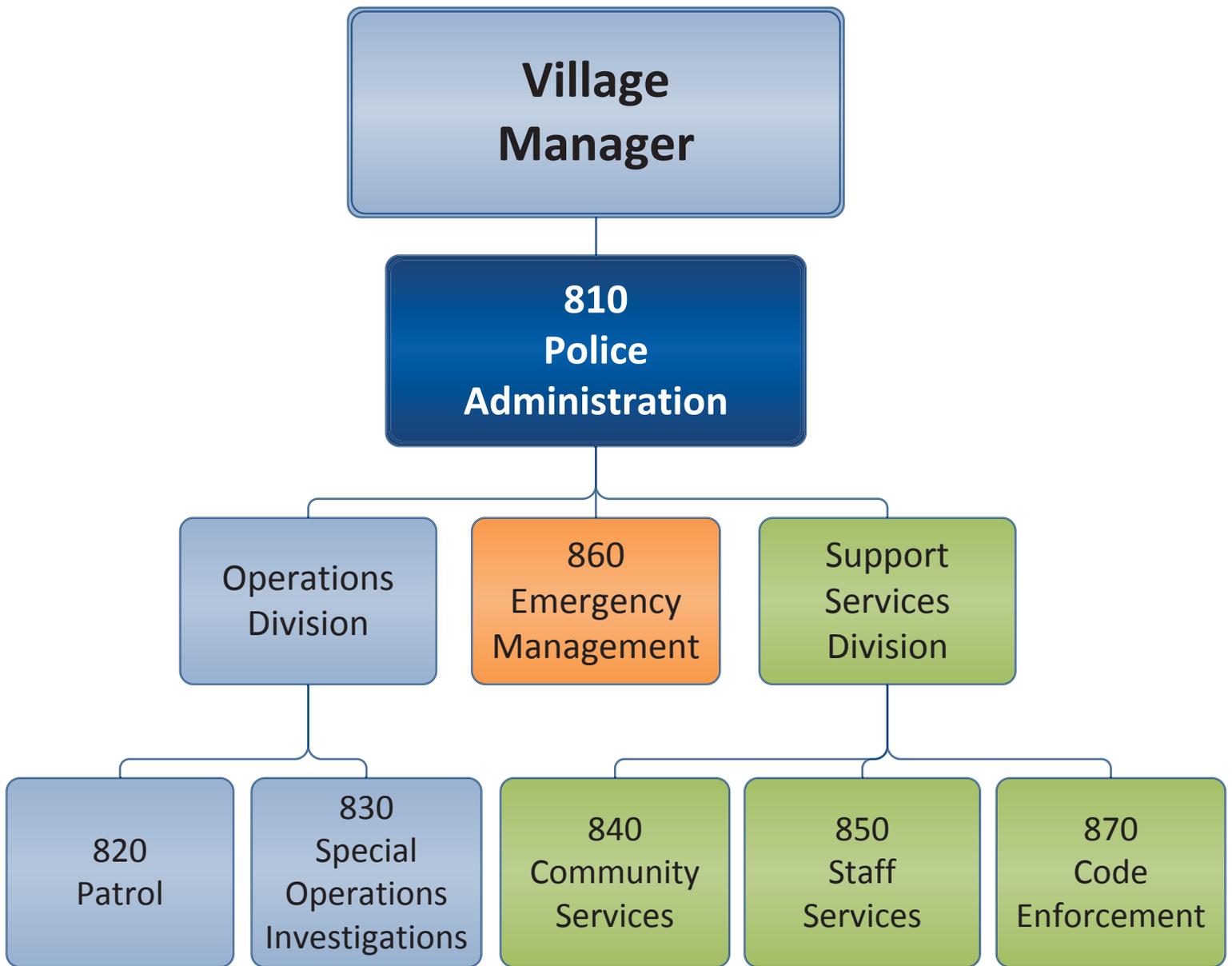
POLICE DEPARTMENT

Cost Control Centers

Police Administration	0810
Patrol	0820
Investigations	0830
Community Services	0840
Staff Services	0850
Emergency Services	0860
Code Enforcement	0870

Hanover Park

Organization of the Police Department





POLICE DEPARTMENT

810 - ADMINISTRATION

GOALS

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 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	2008	2009	2010	2011	2012
Number of Sworn Officers	54	57	57	61	61
Number of Sworn Members Per 1,000 Population	1.41	1.49	1.49	1.61	1.61
Part I Crime	656	660	587	508	481
Part II Crime	3,799	3,674	4,476	5,019	5,611
Activity (calls for service)*	43,257	40,279	42,226	44,698	47,775
911 CFS	15,784	14,645	13,787	13,290	13,466
Officer Initiated CFS	27,473	25,634	28,439	31,408	34,309
Impounded Vehicles	1,365	1,380	1,322	1,543	1,793
Graffiti Incidents	121	127	179	93	62
"Y" (State) Tickets Issued	7,069	6,022	6,320	7,039	9,135
"C" (Compliance) Tickets Issued	5	14	26	15	16
"P" (Parking) Tickets Issued	14,147	10,539	12,161	11,918	13,786
Traffic Fine Revenue - Cook County	\$166,177	\$165,368	\$68,384	\$112,610	\$118,588
Traffic Fine Revenue - DuPage County	\$51,855	\$60,364	\$19,607	\$31,823	\$36,551
Ordinance Violation Revenue	\$279,777	\$288,368	\$169,563	\$233,459	\$287,621
False Alarm Fines	\$13,475	\$10,050	\$7,725	\$5,750	\$5,400
Police Department Insurance Claims:					
Total Worker Compensation Claims	21	12	10	12	9

Description of Measurement	2008	2009	2010	2011	2012
Worker Compensation Losses	\$133,427	\$83,824	\$63,061	\$122,799	\$16,840
All Other Claims	7	15	15	5	4
Non Worker Compensation Losses	\$29,931	\$45,835	\$45,835	\$3,457	\$25,803
Total Claims	28	27	27	16	12
Total Losses	\$131,168	\$129,659	\$129,659	\$126,456	\$42,643
Total Expenditures	\$9,176,459	\$9,762,642	\$9,762,642	\$10,732,844	\$11,462,034
Cost of Services Per Capita	\$239.73	\$255.05	\$255.05	\$282.64	\$301.85
*=revised CFS data					

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct the annual school principals luncheon to discuss issues of mutual interest. (Second Quarter)

Completed. The annual luncheon was held in October and a presentation was given.

2. Develop a Community Room and overall Police Department maintenance policy. (First Quarter)

Completed. A Community Room Use Policy and Police Maintenance Policy were developed and implemented.

3. Secure a Bureau of Justice Grant for Bullet Proof Vest Partnership. (Fourth Quarter)

Completed. The grant was applied for and received in 2013.

RISK MANAGEMENT PROGRAM

2012– 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Continue to provide periodic driver training programs. (Fourth quarter)

Completed. In this fiscal year, 19 police officers have successfully completed IRMA approved driver training.

2. Test and review the Emergency Notification System. (Fourth quarter)

Complete. The Emergency Notification System was tested in conjunction with the Severe Weather drill.

3. Conduct monthly Safety Committee Meetings. (Fourth quarter)

Completed. Personnel were selected to be on the Safety Committee and meetings were held monthly.

ADDITIONAL ACCOMPLISHMENTS

1. Finalist for International Association of Chiefs of Police (IACP)/CISCO Community Policing Award.
2. The new police facility has recently won two architectural awards for its design in 2012. The awards presented were the 2012 "Silver Award" from the Association of Licensed Architects and the Engineering News-Record's 2012 Midwest Region Best Government/Public Building Project Award.
3. Reorganization of Police Department to improve organizational efficiency.
4. Part I Crime dropped 4% from 2011.
5. Procured a Humvee from LESO to be used as incident command vehicle/crime prevention vehicle.
6. Chief Webb was elected as President of the North Suburban Association of Chiefs of Police.
7. Deputy Chief Gatz was assigned as a Commander at the Northwest Command Center for the NATO Conference.
8. Police Department Administrative Assistant was staff liaison to the Sister Cities 20th anniversary celebration.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Secure a Bureau of Justice Grant for Bullet Proof Vest Partnership. (Fourth Quarter)
2. The Police Department will have CALEA conduct an onsite re-accreditation process using the Commission on Accreditation for Law Enforcement Agencies CALEA Gold Standard criteria. (Second Quarter)

RISK MANAGEMENT PROGRAM

2012 – 2013 OBJECTIVES

1. Is a great place to live, work and do business

1. Continue to provide periodic driver training programs. (Fourth Quarter)
2. Test and review the Emergency Notification System. (Fourth Quarter)
3. Conduct quarterly Safety Committee meetings. (Fourth Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

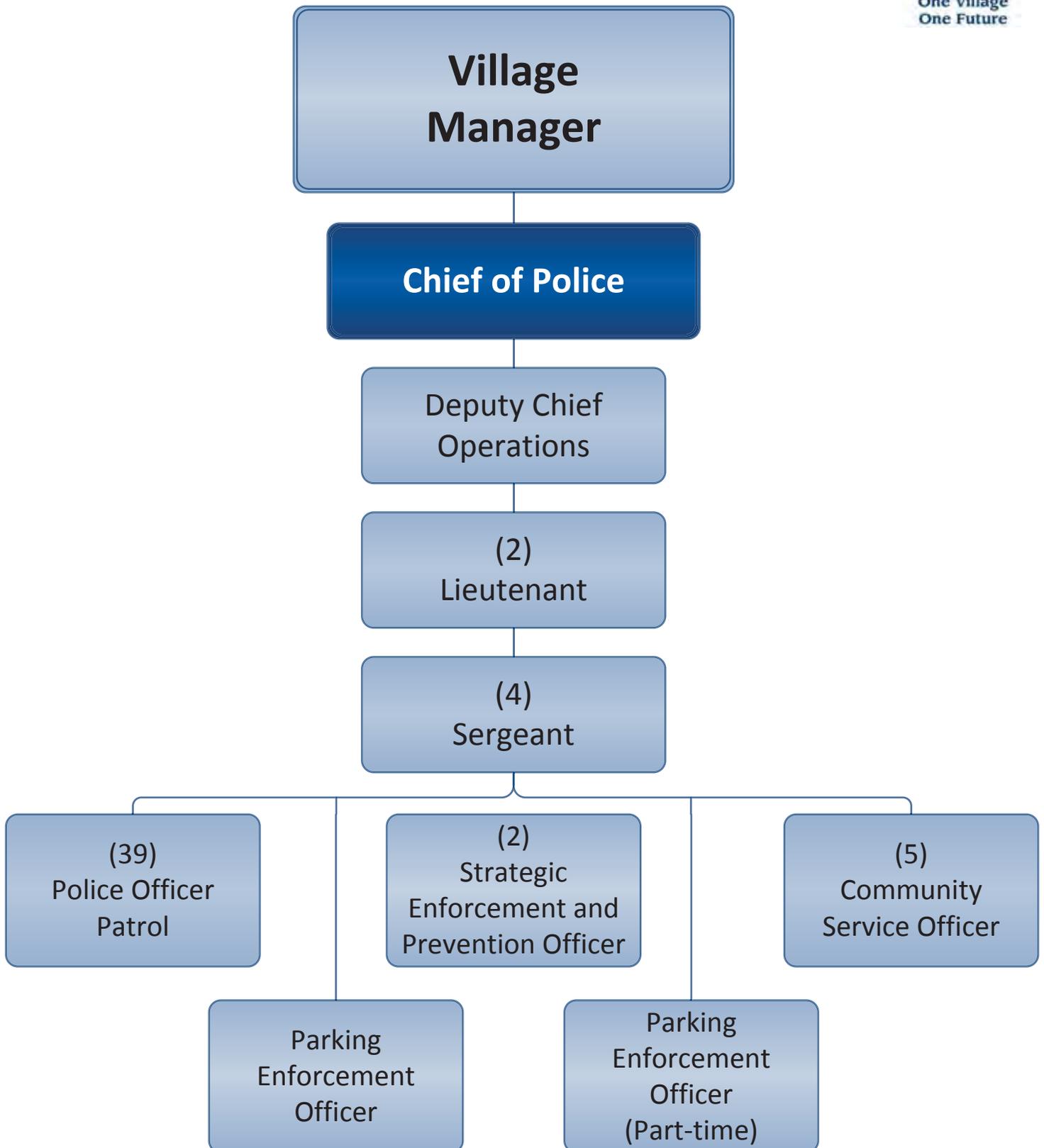
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0810 - Police Administration

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 481,189	\$ 465,850	\$ 472,674	\$ 472,188	\$ 485,408
1-21	Salaries-Overtime	6,925	5,788	5,000	5,000	7,000
1-41	State Retirement	11,997	17,875	16,127	16,127	18,632
1-42	Social Security	34,124	33,828	36,741	36,442	34,319
1-43	Police Pension	74,688	93,739	125,940	125,940	128,854
1-44	Employee Insurance	81,244	67,488	83,298	83,298	79,370
Total Personal Services		690,167	684,568	739,780	738,995	753,583
2-13	Memberships/Subscriptions	1,907	6,240	7,336	7,336	7,076
2-14	Books/Publications/Maps	193	195	235	235	235
2-21	Gasoline & Lube	4,873	18	-	-	-
2-27	Materials & Supplies	400	550	550	550	550
2-31	Uniforms	1,305	712	1,400	1,400	1,400
2-34	Small Tools	-	-	50	50	50
Total Commodities		8,678	7,715	9,571	9,571	9,311
3-52	Vehicle Maint & Replace	-	-	6,230	6,230	10,030
3-61	Consulting Services	(358)	1,215	1,500	1,500	1,500
3-71	Schools/Conf/Meetings	11,159	6,420	9,293	9,293	5,093
3-72	Transportation	2,146	689	1,080	1,080	1,080
3-86	Court Supervision Expense	-	-	53,700	53,700	40,000
3-91	Special Events	-	27	50	50	50
3-92	Drug Forfeiture Expen.	9,164	3,000	3,000	3,000	3,800
3-94	DUI Expen.	1,315	172	2,850	2,500	2,850
3-99	Miscellaneous Expen.	851	-	350	350	350
Total Contractual Services		24,277	11,523	78,053	77,703	64,753
Total Operating Expenditures		723,122	703,806	827,404	826,269	827,647
Total Police Administration		\$ 723,122	\$ 703,806	\$ 827,404	\$ 826,269	\$ 827,647

820 - Patrol



POLICE DEPARTMENT

820 - PATROL

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Conduct two DUI Wolf Pack Saturation Patrols. (Second Quarter)

Completed. Three DUI Saturation Patrols were conducted and several officers participated.

2. Conduct four Neighborhood Area Meetings in compliance with the Area Response Team Initiative. (Fourth Quarter)

Completed. Four Area Response Team meetings were conducted in compliance with the initiative.

3. Implement and evaluate the Power Shift. (Third Quarter)

Completed. The Power Shift was implemented and an evaluation was conducted which determined that the Power Shift was effective and should continue to be used in 2013.

4. Conduct a rapid deployment exercise in one of the Village's schools. (Second Quarter)

Not completed. Due to budgetary restrictions a rapid deployment exercise was not conducted.

5. Implement Below 100 Roll Call training initiative. (First Quarter)

Completed. Roll call training was conducted.

6. Conduct warrant sweep of existing in-house warrants. (Fourth Quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. On short notice planned and executed plan for the St. Ansgar's Mexican Independence Day Parade.
2. Sgt. Conway attended and graduated from Northwestern University School of Staff and Command.
3. Planned and implemented department response for NATO Summit.
4. Identified and conducted a threat assessment for critical infrastructure for NATO Summit.
5. Planned and implemented Department response to Hanover Park Park District 5K event.
6. Department added four all-wheel drive SUV's to fleet which increased effectiveness in police response.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Conduct four Neighborhood Area Meetings in compliance with the Area Response Team Initiative. (Fourth Quarter)
2. Create and implement an Assistant Team Leader (ATL) training program. (Second Quarter)
3. Identify and train an additional Field Training Officer. (Third Quarter)
4. Train all supervisory staff including ATL's in use of force investigations. (Fourth Quarter)
5. Attend quarterly Tanglewood Homeowners Association meetings. (Fourth Quarter)
6. Conduct monthly parking and traffic enforcement details at all schools in the Village. (Second Quarter)
7. Coordinate and conduct two liquor stings at establishments that sell liquor within the Village. (Third Quarter)
8. Track and document all traffic accidents that occur in the Village's intersections that have red light cameras. (Fourth Quarter)
9. The SEP unit will conduct two Neighborhood Watch meetings. (Fourth Quarter)
10. The Department will conduct two meetings in Spanish in compliance with the Area Response Team (ART) initiative.

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

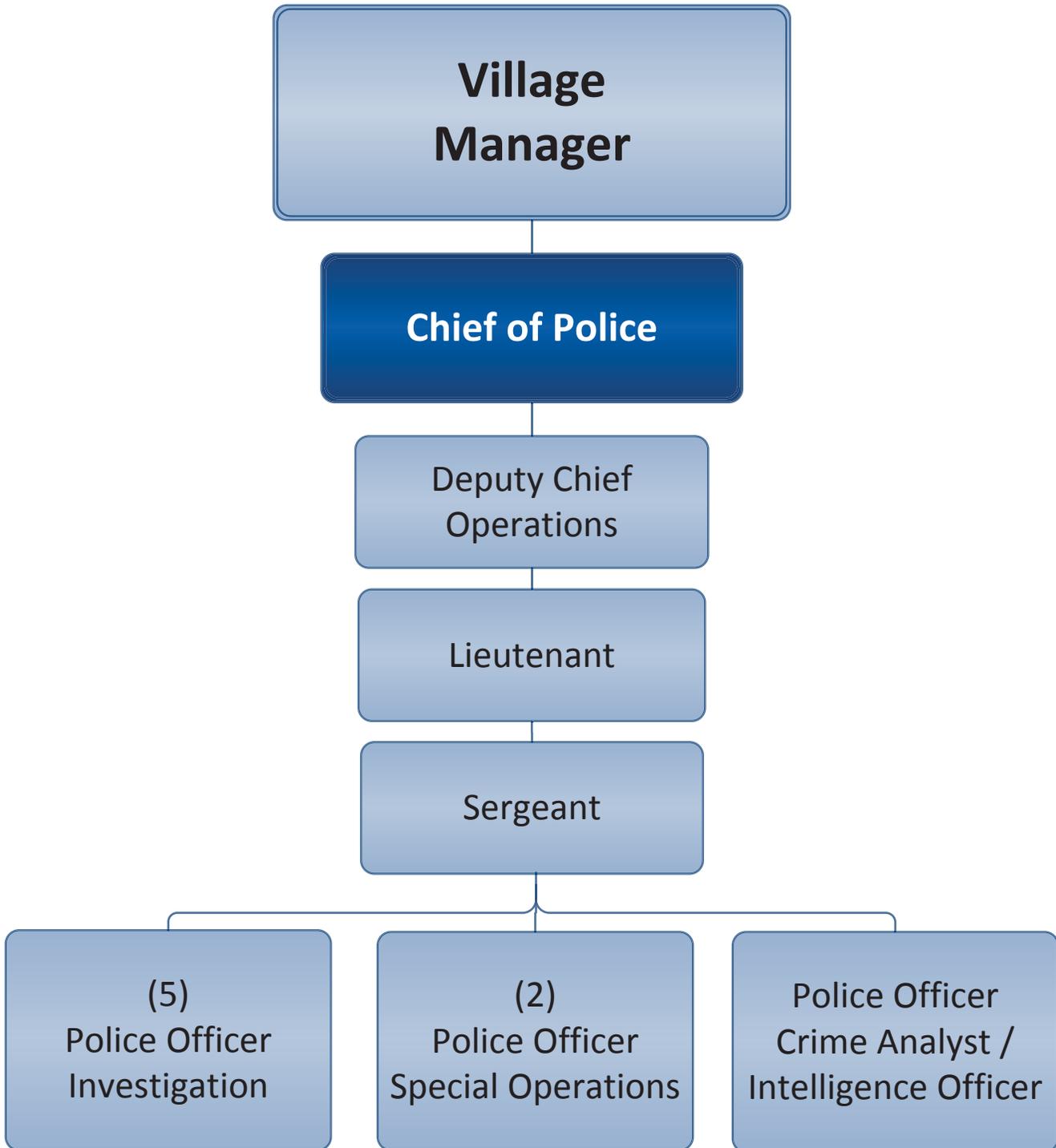
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0820 - Patrol

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 3,272,075	\$ 3,534,033	\$ 3,562,532	\$ 3,539,178	\$ 3,852,940
1-12	Salaries-Part Time	143	-	-	-	28,325
1-21	Salaries-Overtime	381,818	374,337	400,000	373,758	390,774
1-22	Court Appearances	117,931	145,148	120,000	140,000	149,000
1-23	Holiday Pay	103,540	109,766	106,000	110,000	112,575
1-29	Employee Incentive	30,084	29,953	26,950	26,950	26,950
1-41	State Retirement	32,881	48,598	48,376	42,364	59,039
1-42	Social Security	293,294	311,988	321,942	308,302	349,524
1-43	Police Pension	904,496	1,077,999	1,125,847	1,125,847	1,274,702
1-44	Employee Insurance	652,296	705,796	717,236	717,236	784,792
Total Personal Services		5,788,558	6,337,618	6,428,883	6,383,635	7,028,621
2-13	Memberships/Subscriptions	75	5,865	7,735	7,735	7,065
2-14	Books/Publications/Maps	192	129	300	300	300
2-21	Gasoline & Lube	120,645	850	-	-	-
2-25	Ammunition	6,392	-	700	700	2,000
2-27	Materials & Supplies	5,668	6,232	8,345	8,000	8,170
2-31	Uniforms	27,240	33,347	34,800	34,800	37,300
2-33	Safety & Protective Equip	5	4,835	5,000	5,000	5,000
2-34	Small Tools	779	510	1,570	1,570	1,570
Total Commodities		160,996	51,768	58,450	58,105	61,405
3-36	Maintenance Agreements	-	-	-	-	30,000
3-37	M & R- Other Equipment	133	-	100	100	100
3-52	Vehicle Maint & Replace	-	-	159,948	159,948	134,737
3-65	Medical Examinations	6,348	-	-	-	-
3-71	Schools/Conf/Meetings	36,627	26,561	40,934	38,000	32,660
3-72	Transportation	14,439	17,561	16,955	16,000	17,000
3-99	Miscellaneous Expen.	-	-	125	125	125
Total Contractual Services		57,547	44,122	218,062	214,173	214,622
Total Operating Expenditures		6,007,101	6,433,508	6,705,395	6,655,913	7,304,648
Total Patrol		\$ 6,007,101	\$ 6,433,508	\$ 6,705,395	\$ 6,655,913	\$ 7,304,648

830 – Special Operations / Investigations



POLICE DEPARTMENT

830 – SPECIAL OPERATIONS/INVESTIGATIONS

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct five narcotic related search warrants or narcotic investigations. (Fourth Quarter)
Completed. Five narcotic-related search warrants were served.
2. Conduct two sex offender compliance checks. (First and Third Quarters)
Completed. Two sex offender compliance checks were completed.
3. Implement a holiday/special events plan. (Fourth Quarter)
Completed. Plans for each holiday and special event were developed and implemented.
4. Create and implement a comprehensive investigator training process. (Fourth Quarter)
Completed.
5. Continue to staff the Suburban Desk of the Chicago Fusion Center. (Fourth Quarter)
Completed. Department personnel staffed the Suburban Desk on a bi-weekly basis in 2012.

ADDITIONAL ACCOMPLISHMENTS

1. LeadsOnline continues to be an asset to the recovery of stolen property. Investigations Lieutenant conducted a presentation of LeadsOnline regarding the success of the system at the DuPage Mayors and Managers meeting.
2. Intelligence Officer transitioned Police Department to new SharePoint software.
3. Investigations spearheaded Police and Citizens Connected (P.A.C.C.) community outreach program.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Conduct five narcotics related search warrants or narcotics investigations. (Fourth Quarter)
2. Conduct two sex offender compliance checks. (First and Third Quarters)
3. Continue to plan and implement holiday and special events initiative. (Fourth Quarter)
4. Continue to staff the Suburban Desk of Chicago Fusion Center. (Fourth Quarter)
5. Work with National White Collar Crime Center to host a training session. (Third Quarter)
6. Train new Special Operations Group (SOG) Sergeant. (First Quarter)
7. Host one area detective meeting. (Third Quarter)
8. Implement the Police Department P.A.C.C. Community outreach initiative. (First Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

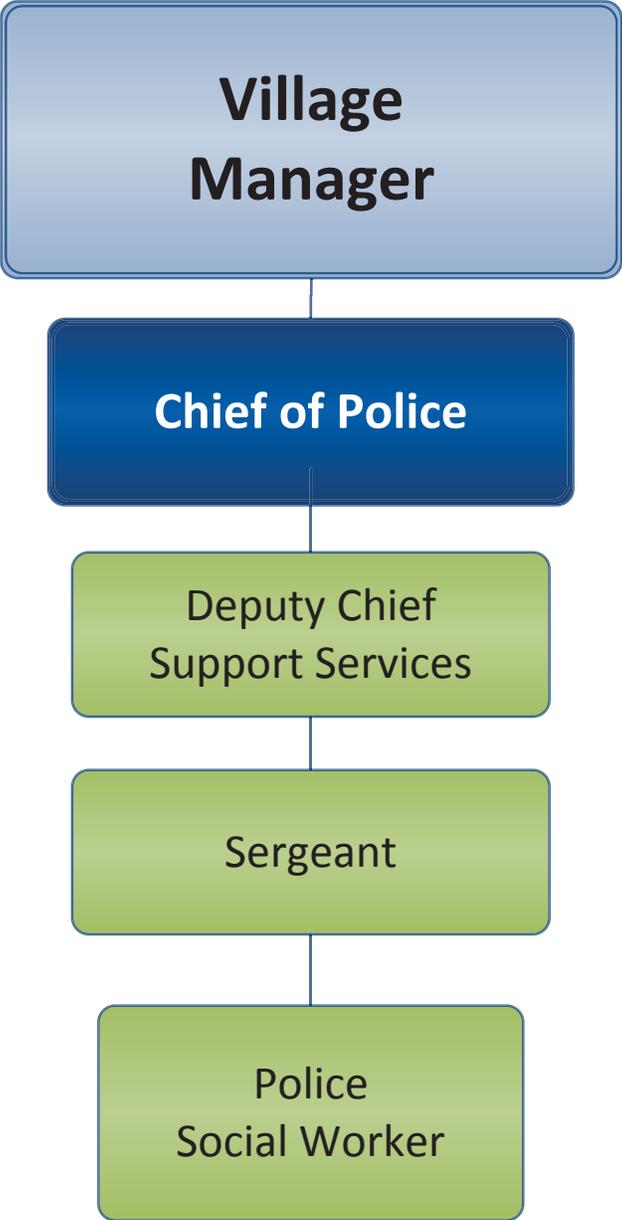
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0830 - Investigations

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 833,285	\$ 864,771	\$ 894,991	\$ 889,738	\$ 831,841
1-21	Salaries-Overtime	154,508	133,555	142,000	138,000	132,000
1-22	Court Appearances	39,084	25,518	28,000	28,000	28,000
1-23	Holiday Pay	25,411	26,636	27,000	27,000	27,500
1-26	Compensation Adjustment	9,253	8,449	8,400	8,400	7,200
1-42	Social Security	77,253	78,236	83,773	83,773	79,165
1-43	Police Pension	263,819	312,465	307,421	307,421	291,211
1-44	Employee Insurance	186,694	204,791	173,302	173,302	169,169
Total Personal Services		1,589,307	1,654,421	1,664,887	1,655,634	1,566,086
2-13	Memberships/Subscriptions	3,838	15,826	16,170	16,170	17,070
2-14	Books/Publications/Maps	100	129	200	200	200
2-21	Gasoline & Lube	9,198	71	-	-	-
2-27	Materials & Supplies	30	-	150	150	-
2-31	Uniforms	5,840	4,612	5,700	5,700	5,300
2-34	Small Tools	57	1,499	1,950	1,950	1,000
Total Commodities		19,063	22,137	24,170	24,170	23,570
3-32	M & R- Office Equipment	100	-	100	100	100
3-37	M & R- Other Equipment	-	-	50	50	50
3-52	Vehicle Maint & Replace	-	-	19,142	19,142	36,868
3-65	Medical Examinations	541	-	-	-	-
3-71	Schools/Conf/Meetings	8,002	6,017	15,000	12,000	14,666
3-72	Transportation	768	3,853	1,250	1,250	2,500
3-99	Miscellaneous Expen.	-	101	225	225	225
Total Contractual Services		9,411	9,971	35,767	32,767	54,409
Total Operating Expenditures		1,617,781	1,686,529	1,724,824	1,712,571	1,644,065
Total Investigations		\$ 1,617,781	\$ 1,686,529	\$ 1,724,824	\$ 1,712,571	\$ 1,644,065

840 – Community Services



POLICE DEPARTMENT

840 - COMMUNITY SERVICES

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Conduct monthly parking and traffic enforcement details at all schools in the Village. (Second Quarter)

Completed. Conducted monthly parking and traffic enforcement details at all schools.

2. Coordinate and conduct two liquor stings at establishments that sell liquor within the Village. (Third Quarter)

Completed. Both stings were completed.

3. Track and document all traffic accidents that occur in the Village's intersections that have red light cameras. (Fourth Quarter)

Completed.

II. Provides quality municipal services

4. The Police Social Worker will conduct mental health training at scheduled block training. (Third Quarter)

Pending.

5. Conduct a presentation of the available services the Social Worker can provide to residents at an ART meeting. (Fourth Quarter)

Completed.

6. Creation of a newsletter to coincide with events such as domestic violence awareness and sexual assault awareness months. (Third Quarter)

Completed. Newsletters created and distributed in eAlerts.

7. Transition local ordinance violations to the administrative adjudication hearings. (Second Quarter)

Not completed. Due to administration changes, transitioning of local ordinance violations was not completed.

8. The Department will participate in the 2012 IACP/NHSTA Traffic Challenge. (Third Quarter)

Completed. Department participated in Traffic Challenge and submitted results.

9. The Department will host the annual COPS Day event in the community. (First Quarter)

Completed. The COPS Day picnic was held in July at the Wolf Pavilion.

10. The Strategic Enforcement and Prevention Unit will facilitate the nuisance abatement and trespass programs.

Completed. Both programs transitioned to SEP from SOG.

ADDITIONAL ACCOMPLISHMENTS

1. Conducted new school year cell phone/seatbelt enforcement program in school zones.
2. Participated in Memorial Day Ticket or Click-It enforcement weekend.
3. Finalized the Village's special events policy.
4. Strategic Enforcement and Prevention (SEP) Officer conducted numerous presentations for the Village the Hanover Township Senior Center.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. The Police Social Worker will conduct a presentation of the available services the unit can provide at one of the ART meetings. (Fourth Quarter)
2. The Police Social Worker will create a newsletter to coincide with events such as domestic violence awareness and sexual assault awareness months. (Third Quarter)
3. The Police Social Worker will conduct mental health training for new personnel. (Third Quarter)
4. The Police Social Worker will create an eAlert quarterly regarding social services topic. (Fourth Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

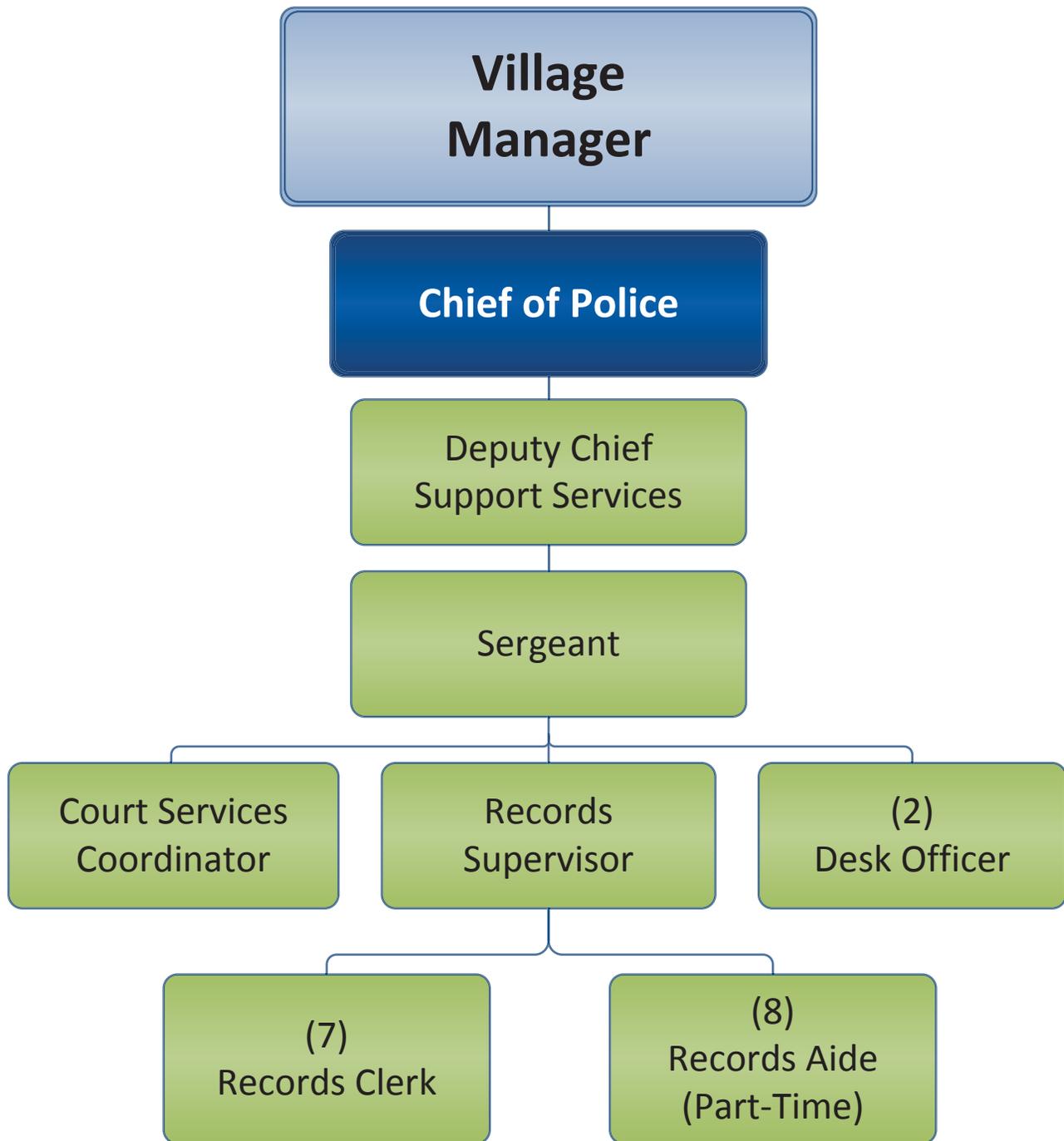
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0840 - Community Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 184,543	\$ 242,721	\$ 273,109	\$ 273,109	\$ 66,166
1-12	Salaries-Part Time	27,955	13,432	11,881	11,000	-
1-21	Salaries-Overtime	17,497	30,244	30,000	30,000	1,000
1-22	Court Appearances	138	-	1,000	1,000	-
1-23	Holiday Pay	3,288	6,017	6,000	6,000	-
1-41	State Retirement	9,428	13,897	14,066	14,066	10,663
1-42	Social Security	15,606	19,849	24,469	24,469	5,139
1-43	Police Pension	26,950	31,246	61,643	61,643	-
1-44	Employee Insurance	32,758	42,979	70,688	70,688	7,510
Total Personal Services		318,163	400,385	492,856	491,975	90,478
2-13	Memberships/Subscriptions	255	315	375	375	375
2-14	Books/Publications/Maps	-	-	25	25	25
2-27	Materials & Supplies	1,117	2,660	2,450	2,450	100
2-31	Uniforms	41	707	2,500	2,500	-
2-34	Small Tools	-	-	50	50	50
Total Commodities		1,413	3,682	5,400	5,400	550
3-36	Maintenance Agreements	-	25,862	30,000	30,000	-
3-37	M & R- Other Equipment	-	-	25	25	25
3-61	Consulting Services	1,890	2,835	2,500	2,500	2,500
3-71	Schools/Conf/Meetings	692	555	1,090	1,090	1,090
3-72	Transportation	87	-	100	100	100
3-99	Miscellaneous Expen.	-	-	240	240	240
Total Contractual Services		2,669	29,252	33,955	33,955	3,955
Total Operating Expenditures		322,245	433,319	532,211	531,330	94,983
Total Community Services		\$ 322,245	\$ 433,319	\$ 532,211	\$ 531,330	\$ 94,983

850 – Staff Services



POLICE DEPARTMENT 850 - STAFF SERVICES

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Conduct the annual lock down drill of the Police Department and Village Hall. (Third Quarter)
Completed.
2. Review and update the databases in the Rapid Reach System. (First Quarter)
Completed.
3. Conduct the annual Department-wide records destruction process. (First Quarter)
Completed.
4. Coordinate the new traffic accident (TRACKS) reporting system. (Second quarter)
Not complete. State has not implemented a new traffic accident reporting system.
5. Review and implement a process to expedite evidence destruction process. (First Quarter)
Completed. Court Services Coordinator created a system to expedite evidence destruction process.

ADDITIONAL ACCOMPLISHMENTS

1. Hired and trained a new Court Services Coordinator.
2. Implemented, deployed and trained all Police Department staff in use of Starcom21 700 MHz radios.
3. Hired and trained two part-time Records Clerks.
4. Records Supervisor created and implemented a field training manual for Records Clerks.
5. The Records Division began completing the entire FOIA process for all police related FOIA requests.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Conduct annual lockdown drill on Village campus. (Third Quarter)
2. Review and update the database in Rapid Reach system and convert it to NIXLE. (First Quarter)
3. Conduct the annual Department-wide records destruction process. (First Quarter)
4. Records Supervisor will train Records personnel to utilize the new Records Clerk field training system.
5. The Records Division will complete the entire FOIA process for all police related FOIA requests.

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

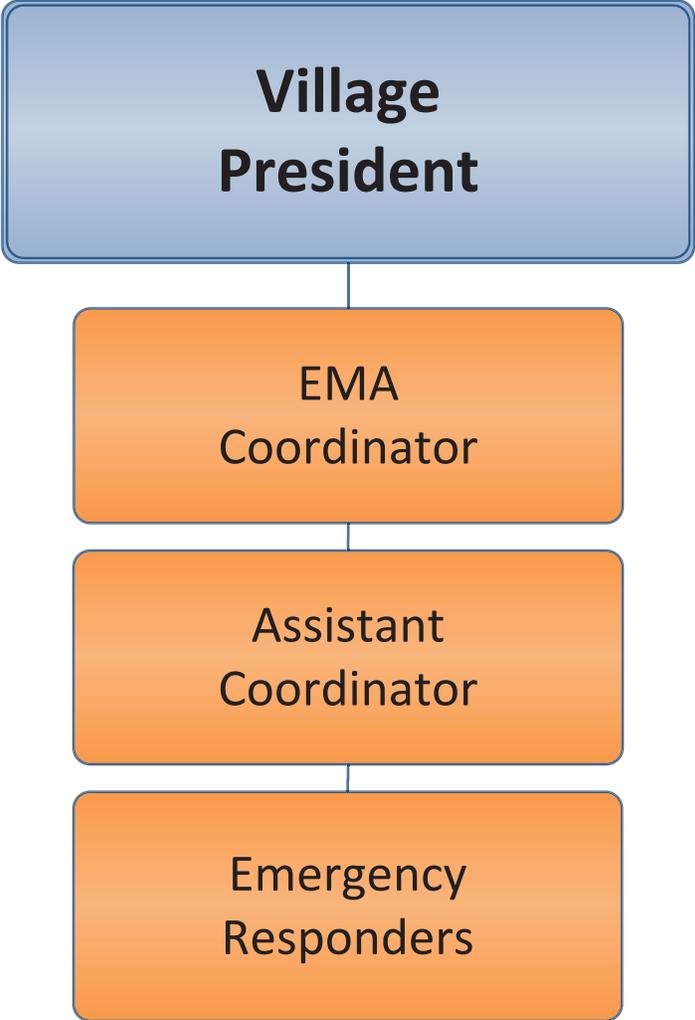
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 850 - Staff Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 510,141	\$ 563,360	\$ 497,537	\$ 497,537	\$ 453,362
1-12	Salaries-Part Time	108,936	133,853	134,346	130,000	113,837
1-21	Salaries-Overtime	12,078	16,048	17,466	17,466	18,500
1-22	Court Appearances	-	125	-	160	-
1-23	Holiday Pay	5,870	5,014	6,100	6,100	9,525
1-41	State Retirement	45,833	74,612	57,639	57,639	61,119
1-42	Social Security	49,221	54,215	50,897	50,897	46,331
1-43	Police Pension	32,527	46,869	36,855	36,855	34,915
1-44	Employee Insurance	120,726	125,126	150,968	150,968	139,036
Total Personal Services		885,332	1,019,222	951,808	947,622	876,625
2-11	Office Supplies	5,940	8,205	5,250	5,250	5,250
2-13	Memberships/Subscriptions	365	425	620	620	620
2-14	Books/Publications/Maps	25	73	25	25	25
2-23	Communication Parts	1,742	834	2,500	2,500	2,500
2-27	Materials & Supplies	8,109	7,411	8,580	8,580	8,580
2-31	Uniforms	3,428	3,331	3,000	3,000	3,000
2-34	Small Tools	13	100	100	100	100
2-35	Evidence	4,110	3,623	5,000	5,000	5,000
2-36	Photo Supplies	1,436	773	1,000	1,000	1,000
2-99	Miscellaneous Expen.	-	-	75	75	75
Total Commodities		25,168	24,775	26,150	26,150	26,150
3-12	Postage	22,789	23,418	20,000	20,000	20,000
3-32	M & R- Office Equipment	-	-	100	100	100
3-33	M & R- Comm Equipment	1,166	523	2,500	2,500	2,500
3-36	Maintenance Agreements	8,712	10,333	10,050	10,050	10,400
3-51	Equipment Rentals	515,596	533,123	596,776	596,776	622,518
3-52	Vehicle Maint & Replace	-	6,120	-	-	-
3-61	Consulting Services	5,920	7,385	9,000	8,000	9,000
3-65	Medical Examinations	866	-	-	-	-
3-70	Binding & Printing	1,745	938	1,500	1,500	1,500
3-71	Schools/Conf/Meetings	1,251	514	3,565	3,000	5,668
3-72	Transportation	136	-	250	250	250
3-99	Miscellaneous Expen.	-	20	50	50	50
Total Contractual Services		558,181	582,374	643,791	642,226	671,986
Total Operating Expenditures		1,468,681	1,626,371	1,621,749	1,615,998	1,574,761
Total Staff Services		\$ 1,468,681	\$ 1,626,371	\$ 1,621,749	\$ 1,615,998	\$ 1,574,761

860 – Emergency Management



POLICE DEPARTMENT

860 - EMERGENCY MANAGEMENT

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct annual fit test of Department-issued gas masks. (Fourth Quarter)

Completed.

2. Review and update the National Incident Management System (NIMS) 2012 compliance for the Police Department. (Fourth Quarter)

Completed.

3. Conduct Emergency Operation Center (EOC) training for Police Department. (Second Quarter)

Completed. Roll call training was conducted.

4. Conduct a tabletop exercise of the Homeland Security Advisory System. (Third Quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. Citizen Emergency Response Team (CERT) participated in 16 events hosted by the Village Police Department.
2. Nancy Cicero received the DuPage County Chiefs of Police Association's Citizen Volunteer of the Year award.
3. Conducted quarterly training for CERT members.
4. Attended quarterly DuPage County Emergency Management Association meetings.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Conduct annual fit test of department-issued gas masks. (Fourth Quarter)
2. Review and update 2013 NIMS compliance for the Police Department. (Third Quarter)
3. Replace inserts in 54 gas masks to comply with requirements to extend the expiration date of the masks to 2017. (Fourth Quarter)
4. Police Department Command Staff and Village Department Heads will receive training to utilize Emergency Operation Plan (EOP) on the Comprehensive Emergency Management Plan (CEMP). (First Quarter)
5. Train Code Enforcement Supervisor in emergency management functions.

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

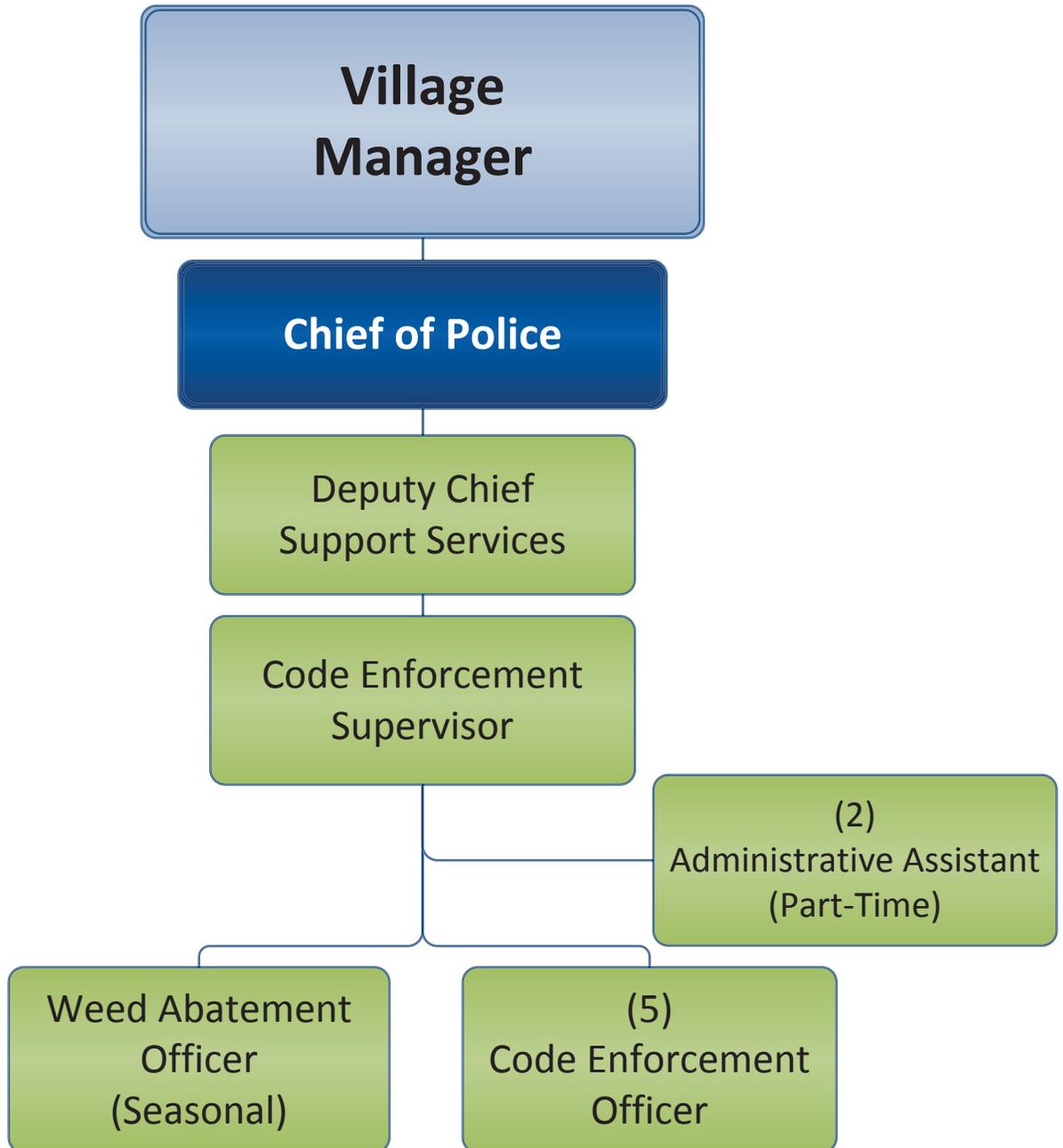
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0860 - Emergency Services

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
2-11	Office Supplies	\$ -	\$ -	\$ 100	\$ 100	\$ 100
2-13	Memberships/Subscriptions	-	-	55	55	55
2-14	Books/Publications/Maps	-	-	125	125	125
2-27	Materials & Supplies	215	635	2,500	2,300	2,500
2-31	Uniforms	183	9	500	500	500
2-34	Small Tools	-	-	100	100	100
Total Commodities		398	644	3,380	3,180	3,380
3-12	Postage	-	-	50	50	50
3-32	M & R- Office Equipment	-	-	100	100	-
3-33	M & R- Comm Equipment	-	-	100	100	100
3-37	M & R- Other Equipment	4,723	4,063	4,000	4,195	4,000
3-51	Equipment Rentals	1,962	1,027	2,110	2,110	2,110
3-71	Schools/Conf/Meetings	1,667	749	2,310	2,310	2,310
3-72	Transportation	-	-	100	100	100
Total Contractual Services		8,352	5,839	8,770	8,965	8,670
Total Operating Expenditures		8,750	6,483	12,150	12,145	12,050
Total Emergency Services		\$ 8,750	\$ 6,483	\$ 12,150	\$ 12,145	\$ 12,050

870 – Community Policing / Code Enforcement



POLICE DEPARTMENT

870 - CODE ENFORCEMENT

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Conduct a scavenger service sweep and report on the rate of compliance. (Fourth Quarter)

Completed. 16 residents were cited for no scavenger service in FY13 as opposed to 8 in FY12.

2. Conduct a bi-annual parking enforcement sweep of overnight parking violations. (Fourth Quarter)

Completed Overnight citations were issued in the two overnight parking sweeps.

3. Train new Code Enforcement Officer to conduct Single Unit Rental Residential Inspection (SURRI) investigations. (Fourth Quarter)

Completed.

4. Conduct roll call training to update Patrol Division regarding relationship between Code Enforcement and Fire Department Inspectional Services. (First Quarter)

Completed. CEO Supervisor conducted training.

5. Work with SEP Sergeant to implement adjudication hearing process. (Fourth Quarter)

Not completed. Due to change in Village administration, transition was not completed.

ADDITIONAL ACCOMPLISHMENTS

1. Hire and train new Code Enforcement Supervisor.
2. CEO Saxton obtained ICC license.
3. CEOs assisted with Cops Day Event.

4. Information about coyote removal services was created by Code Enforcement Supervisor and posted on the Village website.

2013 – 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Conduct a scavenger service sweep and report on the rate of compliance. (Fourth Quarter)
2. Conduct a bi-annual parking enforcement sweep of overnight parking violations. (Fourth Quarter)
3. New Code Enforcement Supervisor to attain ICC certification. (First Quarter)
4. CEOs will attend one ART meeting. (Second Quarter)

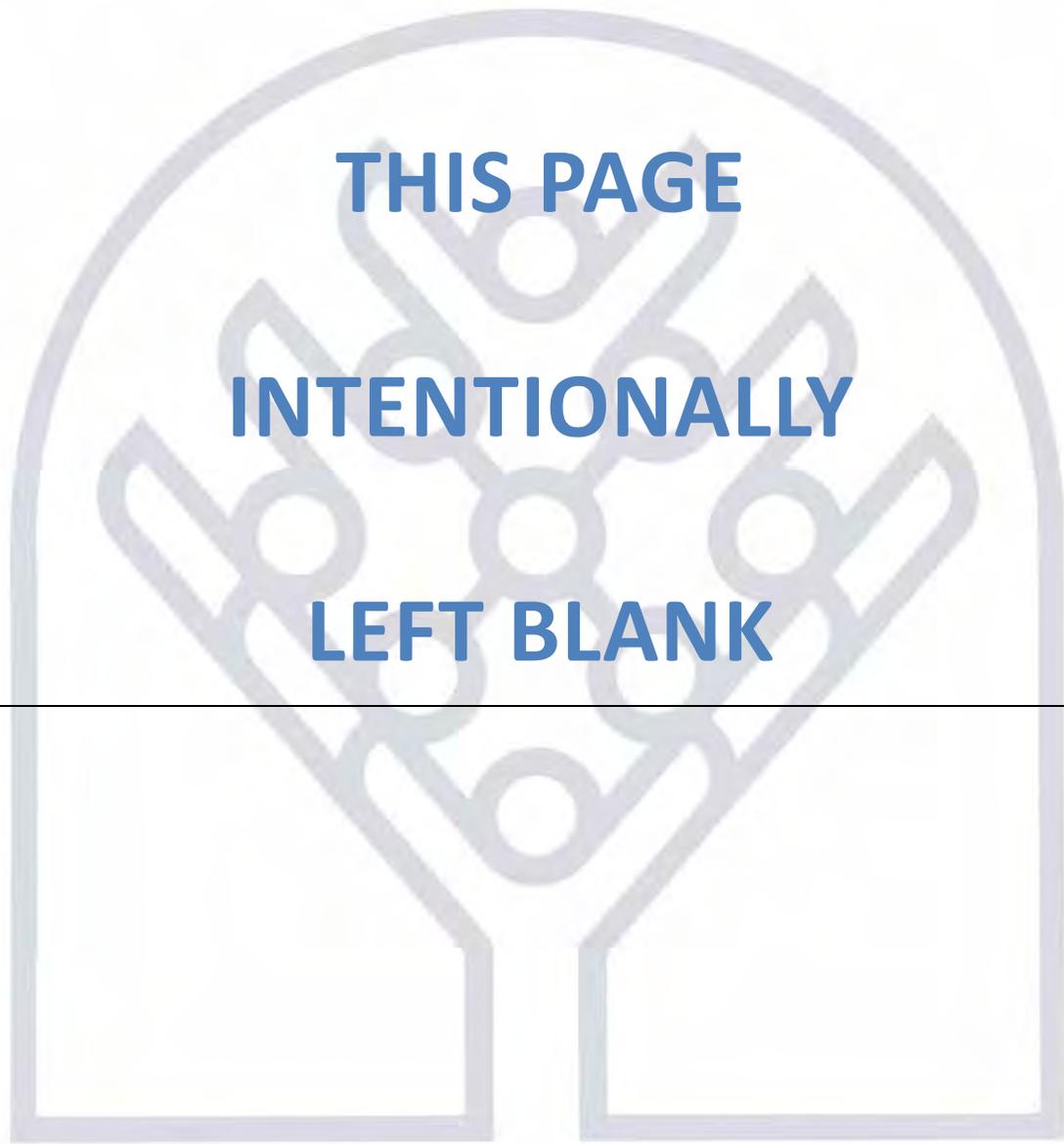
VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2014

Fund 001 - General Fund

Department 0870 - Code Enforcement

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 332,726	\$ 334,262	\$ 317,284	\$ 317,284	\$ 284,217
1-12	Salaries-Part Time	47,026	38,972	44,234	44,234	44,026
1-21	Salaries-Overtime	4,676	9,868	4,000	4,000	4,000
1-22	Court Appearances	-	180	-	-	-
1-23	Holiday Pay	1,989	494	5,000	5,000	5,000
1-41	State Retirement	35,915	53,426	46,450	46,450	47,060
1-42	Social Security	29,176	26,990	28,754	28,754	26,047
1-44	Employee Insurance	119,287	98,184	128,979	128,979	119,357
Total Personal Services		570,795	562,376	574,701	574,701	529,707
2-11	Office Supplies	-	-	500	500	500
2-13	Memberships/Subscriptions	150	360	210	210	210
2-14	Books/Publications/Maps	-	-	100	100	100
2-21	Gasoline & Lube	11,046	95	-	-	-
2-31	Uniforms	2,080	3,594	2,500	2,500	2,500
2-33	Safety & Protective Equip	-	-	150	150	150
2-34	Small Tools	-	-	50	50	50
2-36	Photo Supplies	-	-	50	50	50
2-99	Miscellaneous Expen.	343	260	400	400	400
Total Commodities		13,619	4,309	3,960	3,960	3,960
3-36	Maintenance Agreements	6,147	3,517	14,500	12,000	5,000
3-52	Vehicle Maint & Replace	-	-	-	-	6,220
3-61	Consulting Services	1,569	341	375	375	375
3-70	Binding & Printing	494	563	500	500	500
3-71	Schools/Conf/Meetings	1,290	915	1,710	1,710	1,710
3-72	Transportation	-	-	50	50	50
Total Contractual Services		9,500	5,336	17,135	14,635	13,855
Total Operating Expenditures		593,914	572,021	595,796	593,296	547,522
Total Code Enforcement		\$ 593,914	\$ 572,021	\$ 595,796	\$ 593,296	\$ 547,522



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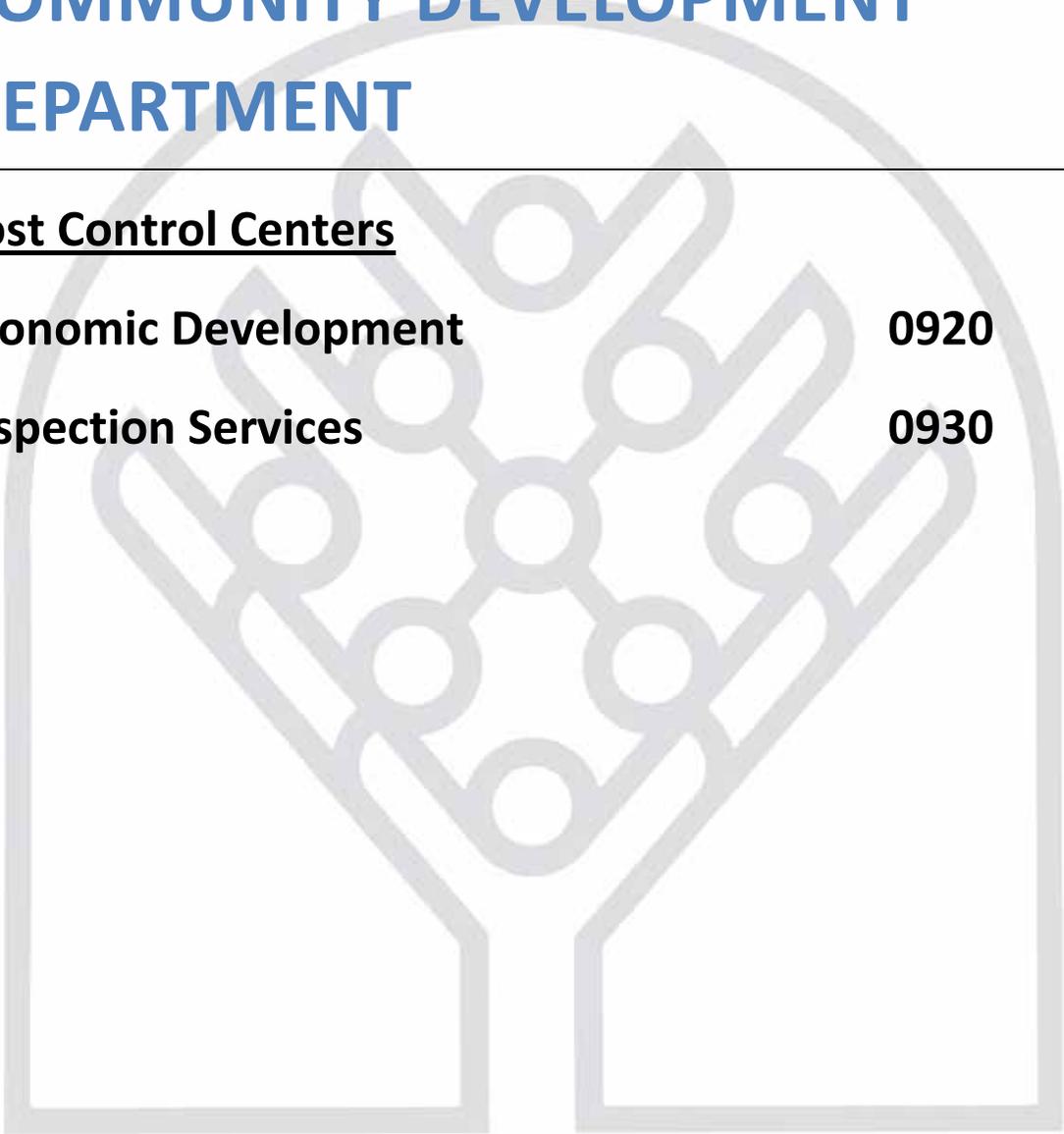
Hanover Park

COMMUNITY DEVELOPMENT DEPARTMENT

Cost Control Centers

Economic Development 0920

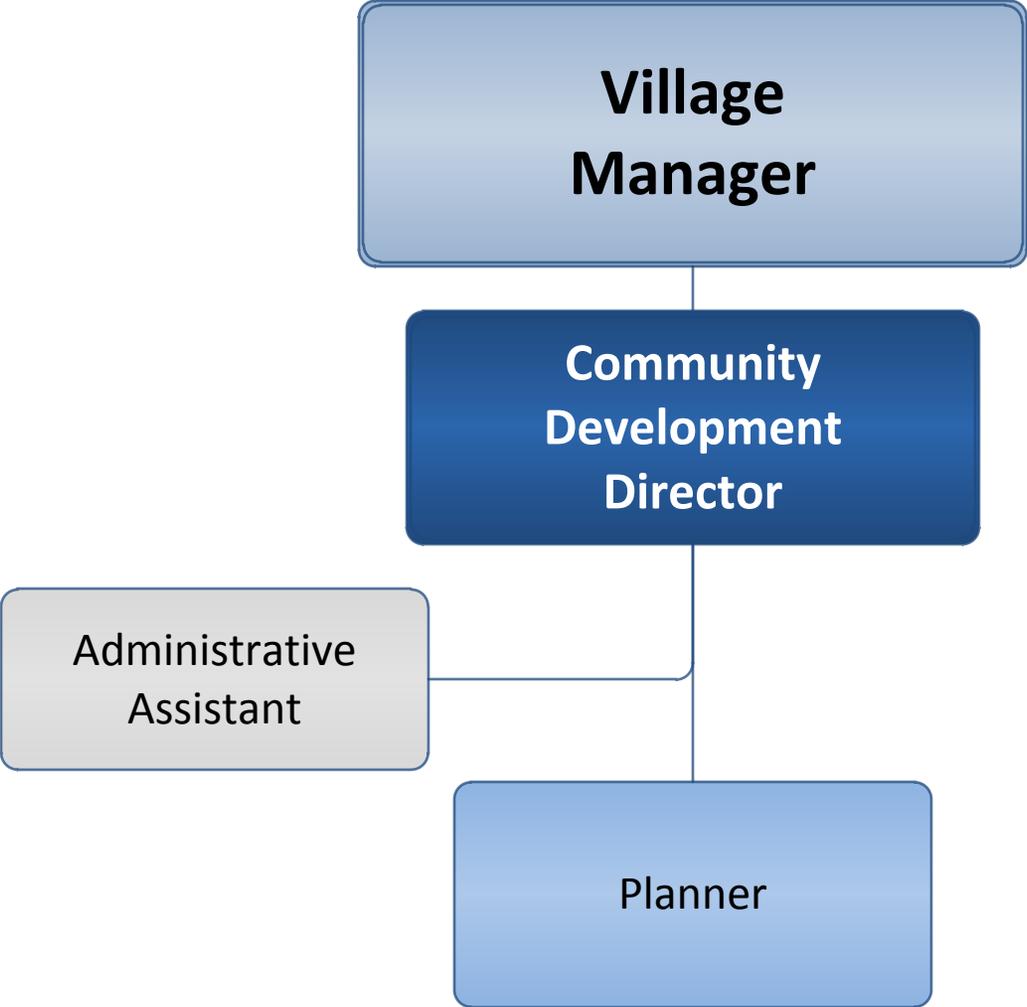
Inspection Services 0930



Hanover Park

Organization of the Community Development Department





COMMUNITY DEVELOPMENT DEPARTMENT 920 – ECONOMIC DEVELOPMENT

GOALS

The goal of the Department of Community 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 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 FUNCTIONS

The Department of Community Development's responsibilities include reviewing plans for proposed developments, administering land use regulations, long-range planning, and promoting economic development. Included in these responsibilities are providing staff and technical assistance to the Development Commission, CONECT Committee, and Development Review Committee, as well as creating, formatting, and distributing the Hi-Lighter newsletter.

Planning and zoning administration are major functions of the Department of Community Development. All proposals for commercial, industrial, and residential development are reviewed for compliance with Village 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 prepares comments and recommendations for a public hearing. Following the public hearing, cases are forwarded to the Village Board for consideration and a final decision. The Staff works closely with developers, architects, and homeowners throughout this process to provide information and assistance.

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 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 ten employment 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, Church Street Station, and West Lake Street. Staff continues to work closely with various industrial and commercial property representatives to ensure continued success.
3. Attending various professional workshops and training seminars to obtain legislative updates, 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 Development is also responsible for the Village's marketing program. A major component of this program is the creation of the Hi-Lighter newsletter, a bi-monthly community newsletter distributed to the over 11,000 households and businesses in the Village. Other 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.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2008	2009	2010	2011	2012
Number of Full Time Employees	9	8	6	3	2
Number of Part Time Employees	2	1	2	-	1
Number of Full Time Employees Per 1,000 Population	0.24	0.21	0.16	0.08	0.06
Development Applications	5	4	2	7	4
Zoning Text Amendments	3	0	3*	4**	3
Redevelopment Agreements (Amendments)	4 (2)	1 (3)	(1)	4	0
Total Expenditures	\$915,879	\$972,186	\$806,253	\$664,662	\$344,006
Cost of Services Per Capita	\$23.93	\$25.40	\$21.06	\$17.50	\$9.06

* - 2010 Comprehensive Plan Adopted

** - Village Center Plan Adopted

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Implement Infrastructure components of the Comprehensive Master Plan where practical. (First through fourth quarters).

Ongoing. Utilizing Tax Increment Financing (TIF), the Village completed several infrastructure components in and around the Westview Shopping Center, including streetscaping, community sign, lighting, and water services improvements. Staff and Mayor continue meetings with IDOT to discuss the completion of the Eglin-O'Hare Expressway Western Extension and obtain confirmation of project feasibility.

2. Complete Zoning Code update. (First quarter)

Due to limited staffing, completion of the updated Zoning Code is planned for the first quarter of Fiscal Year 14.

3. 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)

Ongoing. Building and sign applications reviewed daily, with a maximum of 5 day response time for larger projects. Development applications processed in a timely manner, with 8 development applications brought before the Development Commission and Board.

II. Offers convenience through technologies

4. Training and continuing education for Director, Planner and Administrative Secretary to maintain current professional capacities and certifications. (First through fourth quarters)

Ongoing. Planner continued professional education through various seminars and events in order to receive continuing education credits required to maintain American Institute of Certified Planners Certification (AICP), including the American Planning Association National Planning Conference, Illinois Tax Increment Association yearly conference, and a comprehensive four day Basic Economic Development Course by the International Economic Development Council. Administrative Assistant attended several training seminars and webinars related to design and formatting for production of the Hi-Lighter newsletter.

5. Provide up-to-date information regarding demographics, regulations, and development potential on the Village website. (First through fourth quarters)

Ongoing. Up-to-date demographic, business, and housing information maintained on the Village website. Available properties list and flyers, as well as planning studies and reports also posted on the website.

6. Provide an advanced means of accessing Village information through the use of Geographic Information System (GIS) software. (First through fourth quarters)

Ongoing. GIS software obtained by Information Technology Department for use by Community Development and Police. Departments are exploring ways in which the Village may work with data service and mapping providers, including DuPage County, to better utilize and produce maps from the program. Due to lack of staffing, have not been able to convert data and utilize in the program ourselves.

III. Is fiscally responsible and transparent

7. Continue to work on renovation of Hanover Square Shopping Center. (First through fourth quarters)

Ongoing. Maintenance, improvement, leasing, and strategic planning for the redevelopment of the center remain a major priority for the department. Immediate maintenance issues addressed with Property Managers, including a wide range of roof repair and hardware replacement. Planner continues to work with Leasing Agent and Property Managers to recruit and plan for new tenants. Construction Management firm acquired and performing buildout of vacant spaces for new tenants.

8. Oversee and improve development and redevelopment in TIF #3. (First through fourth quarters)

Ongoing. Continue promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, and available properties in the area. Focus is on the properties along the northwest side of Lake Street and Barrington Road, involving property owners and brokers and preparing a retail and residential market study for the area.

9. Oversee and improve development and redevelopment in TIF #4. (First through fourth quarters)

Ongoing. Continue promotion of available property in the area. Managed development application for new motor vehicle service shop in the vacant outlot in front of Menards on Irving Park Road. Exploring options for a façade rebate program, pending available funds in the TIF.

10. Continue research and submit for applicable grant programs to address needs as established. (First through fourth quarters)

Ongoing. Continually researching available grant options. Oversaw execution of CMAP Local Technical Assistance Grant for the Urban Land Institute (ULI) to hold a Technical Assistance Panel (TAP) on the Irving Park Road Corridor.

11. Continue to engage in economic development activities, such as ICSC conferences, to entice new businesses to Hanover Park. (First through fourth quarters)

Ongoing. Attended the ICSC Recon real estate conference in May 2012 and ICSC Chicago Dealmaking Conference in October 2012, meeting with dozens of developers and brokers and establishing a number of working relationships to promote available property and explore development potential in the Village.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Implement infrastructure components of the Comprehensive Master Plan where practical. (First through fourth quarters)
2. Implement infrastructure, land use, and development recommendations from the Village Center and Transit Oriented Development (TOD) Plan. (First through fourth quarters)
3. Implement infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study (Technical Assistance Panel) where practical. (First through fourth quarters)
4. Complete Zoning Code update. (First quarter)
5. 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)

II. Offers convenience through technologies

6. Training and continuing education for Director, Planner and Administrative Secretary to maintain current professional capacities and certifications and further zoning and economic development knowledge and skills. (First through fourth quarters)
7. Provide up-to-date information regarding demographics, regulations, and development potential on the Village website. (First through fourth quarters)
8. Provide an advanced means of accessing Village information through the use of Geographic Information System (GIS) software. (First through fourth quarters)

III. Is fiscally responsible and transparent

9. Oversee management, renovation and strategic planning for the Hanover Square Shopping Center with the goal of improving it and determining when to return it to private ownership. (First through fourth quarters)
10. Actively research and promote development opportunities in the Village Center and Irving Park Corridor planning areas. (First through fourth quarters)
11. Oversee and improve development and redevelopment in TIF #3. (First through fourth quarters)
12. Oversee and improve development and redevelopment in TIF #4. (First through fourth quarters)
13. Encourage development and redevelopment within the newly established TIF #5. (First through fourth quarters)
14. Continue research and submit for applicable grant programs to address needs as established. (First through fourth quarters)
15. Attend and/or host real estate and business developer and tenant events showcasing real estate and business opportunities within the Village. (First through third quarters)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

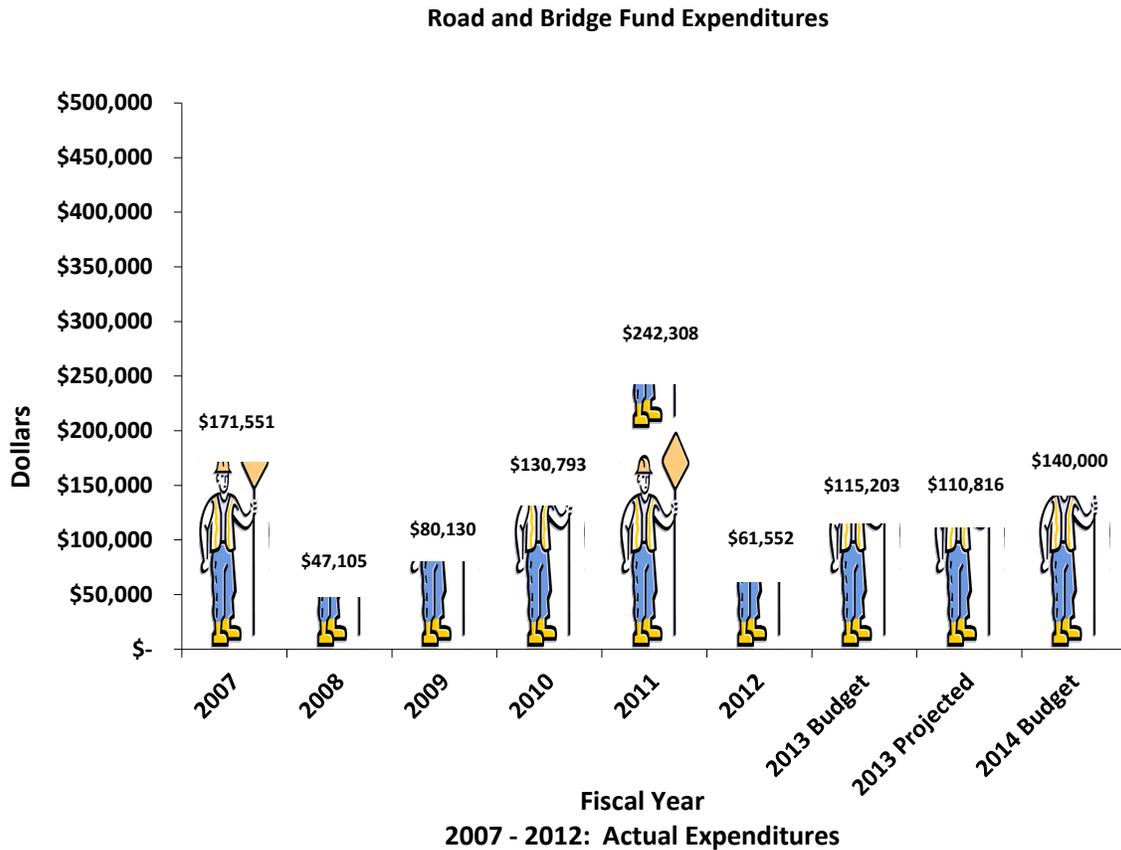
Fund 001 - General Fund

Department 0920 - Economic Development

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 103,531	\$ 79,746	\$ 82,075	\$ 82,075	\$ 232,565
1-12	Salaries-Part-time	17,371	2,909	-	-	-
1-21	Salaries-Overtime	9	-	1,000	1,000	10,000
1-41	State Retirement	11,527	13,722	8,400	8,400	38,508
1-42	Social Security	9,185	6,172	4,558	4,558	18,556
1-44	Employee Insurance	10,894	13,297	16,140	16,140	49,065
Total Personal Services		152,517	115,846	112,173	112,173	348,694
2-11	Office Supplies	1,310	1,854	2,500	1,500	1,800
2-13	Memberships/Subscriptions	1,932	3,248	3,145	2,039	2,720
2-14	Books/Publications/Maps	-	175	250	250	250
2-99	Miscellaneous Expen.	33	96	100	22,028	100
Total Commodities		3,275	5,373	5,995	25,817	4,870
3-12	Postage	912	10,769	11,335	11,176	11,350
3-52	Vehicle Maint & Replace	-	-	2,936	2,936	4,000
3-61	Consulting Services	-	10,929	20,000	20,000	20,000
3-70	Binding & Printing	81	20,130	22,546	23,401	25,000
3-71	Schools/Conf/Meetings	6,824	9,940	13,823	6,657	9,255
3-72	Transportation	2,419	592	4,185	2,398	2,875
3-91	Special Events	-	551	600	-	-
Total Contractual Services		10,236	52,911	75,425	66,568	72,480
Total Operating Expenditures		166,028	174,130	193,593	204,558	426,044
Total Economic Development		\$ 166,028	\$ 174,130	\$ 193,593	\$ 204,558	\$ 426,044

ROAD AND BRIDGE FUND

The Road and Bridge Fund accounts for expenditures for the operation and maintenance of Village roads and bridges funded by the Townships' annual property tax levies.



The Lake Street Reconstruction Project was substantially completed in 2006; however the final payment to the State of Illinois for the project is budgeted in Fiscal Year 2012. Phase 1 of the Longmeadow Bridge reconstruction project was in Fiscal Years 2011 and 2012. Phases 2 and 3 are budgeted for completion in Fiscal Years 2013 and 2014.

010 – Road and Bridge Fund



010 - ROAD AND BRIDGE FUND

GOALS

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 FUNCTIONS

The Road and Bridge Fund provides monies 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

III. Is fiscally responsible and transparent

1. To provide funding for the phase 2 and phase 3 engineering associated with the reconstruction of the Longmeadow bridge over the West Branch of the DuPage river. (Second quarter)

Phase 2 engineering is completed. Project is scheduled for Spring 2013.

2. To provide funding for the installation of four new streetlights at various locations throughout the Village (Second quarter)

To be completed in 3rd quarter.

3. To provide funding for the soils and material testing associated with the street resurfacing project and the reconstruction of Gladiola Ave. (Second quarter)

Completed.

2013 - 2014 OBJECTIVES

III. Is fiscally responsible and transparent

1. To provide funding for phase 3 engineering of the Longmeadow bridge over the West Branch of the DuPage river. (First quarter)
2. Provide funding for the installation of 4 new street lights at various locations. (Second quarter)
3. Provide funding for materials testing for the street resurfacing program. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

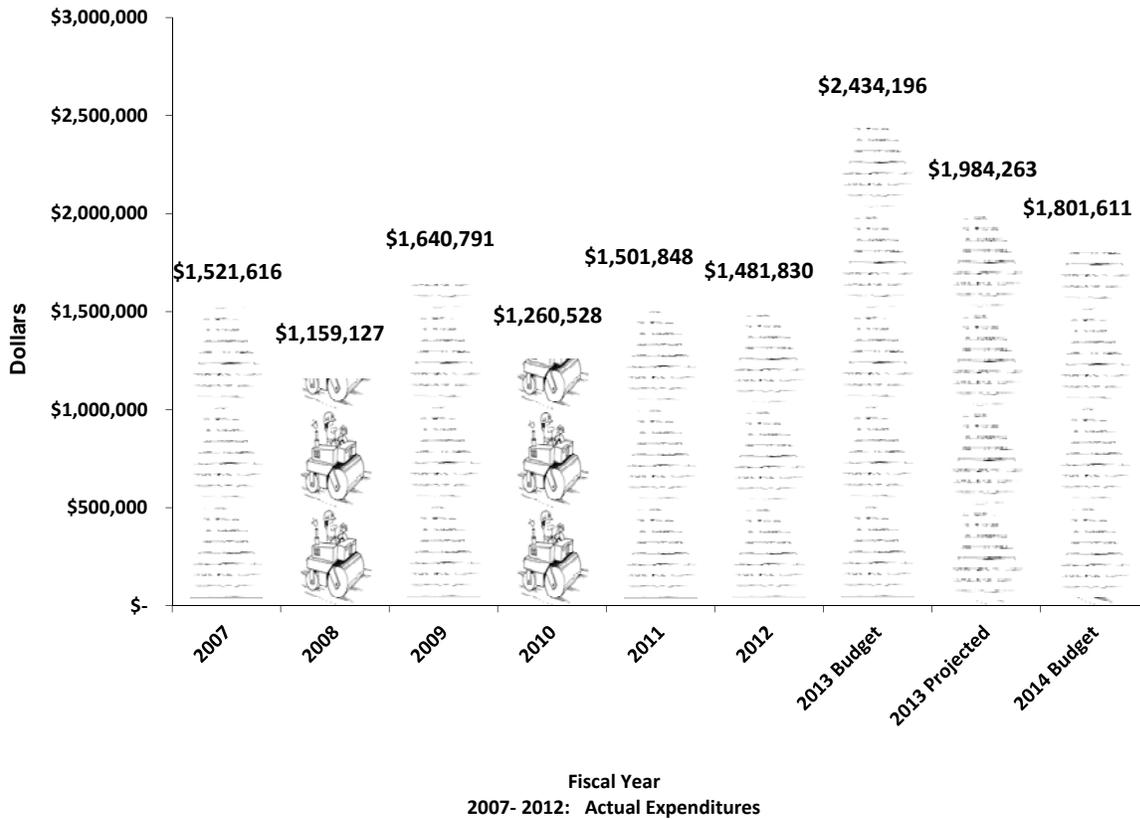
Fund 010 - Road and Bridge Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.02-00	Personal Property Replacemnt	\$ 2,910	\$ 2,332	\$ 2,987	\$ 2,987	\$ 2,987
311.03-00	TIF Rebates	-	13,060	-	-	-
311.04-00	Township Tax Levy	106,816	120,404	101,411	101,411	102,425
Total Taxes		109,726	135,796	104,398	104,398	105,412
361.00-00	Interest on Investments	5,436	3,926	5,700	5,700	3,100
362.00-00	Net Change in Fair Value	3,578	(1,552)	1,500	1,500	600
Total Investment Income		9,014	2,374	7,200	7,200	3,700
380.02-00	Reimbursed Exp	9,131	-	-	-	62,400
380.09-00	Reimbursed Exp - Misc	1,910	-	-	-	-
380.16-00	IDOT Reimbursement	43,904	-	-	-	-
380.37-00	Energy Efficiency Grant	87,687	-	-	-	-
Total Miscellaneous		142,632	-	-	-	62,400
399.00-00	Use of Fund Balance	-	-	3,605	-	-
Total Other		-	-	3,605	-	-
Total Revenues and Other Financing Sources		\$ 261,372	\$ 138,170	\$ 115,203	\$ 111,598	\$ 171,512
Expenditures and Other Financing Uses						
3-64	Engineering Services	\$ 51,991	\$ 46,534	\$ 95,203	\$ 67,303	\$ 88,000
Total Contractual Services		51,991	46,534	95,203	67,303	88,000
Total Operating Expenditures		51,991	46,534	95,203	67,303	88,000
13-22	Impr Other Than Buildings	190,317	15,018	20,000	43,513	52,000
Total Capital Outlay		190,317	15,018	20,000	43,513	52,000
Total Other Expenditures		190,317	15,018	20,000	43,513	52,000
Total Expenditures and Other Financing Uses		\$ 242,308	\$ 61,552	\$ 115,203	\$ 110,816	\$ 140,000

MOTOR FUEL TAX FUND

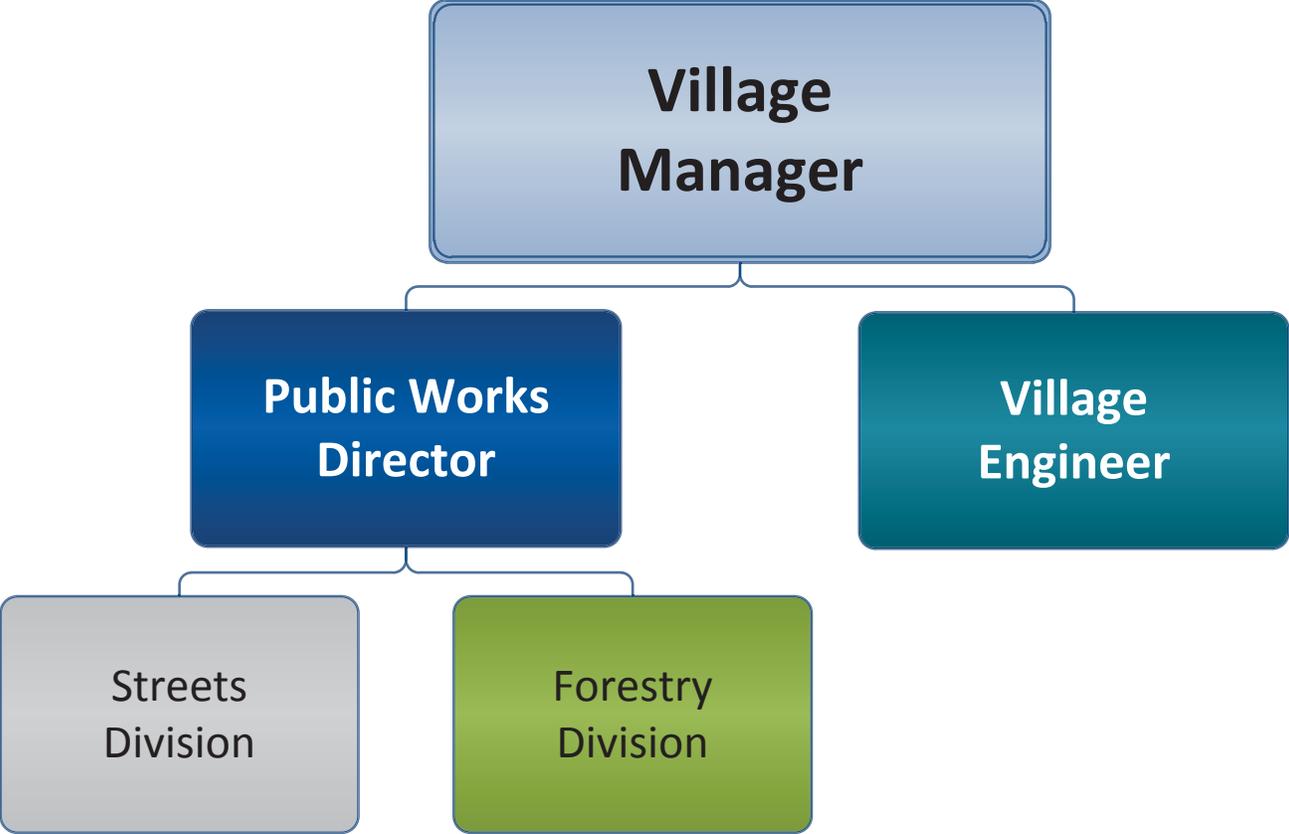
The Motor Fuel Tax Fund accounts for expenditures for the maintenance of streets and storm sewers authorized by the Illinois Department of Transportation. Financing is provided from the Village's share of State gasoline taxes. State law requires these gasoline taxes be used to maintain streets.

Motor Fuel Tax Fund Expenditures



Village Street Resurfacing projects have been budgeted in Fiscal Years 2011, 2012. The resurfacing continues into Fiscal Year 2014 to complete old or concrete streets within the Village. Funding for the sidewalk, curb and gutter replacement programming is included in this budget. Fiscal Year 2014 Budget also includes funding for the reconstruction of the Longmeadow Lane Bridge.

011 – Motor Fuel Tax Fund



011 - MOTOR FUEL TAX FUND

GOALS

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 FUNCTIONS

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2008	2009	2010	2011	2012
Street Resurfacing - Miles					43
Snow/Ice Response Incidents					

Through this funding the Village provides the following activities:

Reconstruction and rehabilitation of existing Village streets including annual programs for resurfacing and 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.

2011 - 2012 OBJECTIVES AND ACCOMPLISHMENTS

III. Is fiscally responsible and transparent

1. To provide funding for the annual resurfacing of various Village streets. (Second quarter)

Completed

2. To provide funding for the annual sidewalk and curb and gutter replacement program. (Second quarter)

Completed

3. To provide funding for the annual crack filling program on various Village streets. (Second quarter)

Completed

4. To provide funding for traffic signals, roadway lighting and sidewalks as part of the Lake Street reconstruction project by IDOT. (First quarter)

Final Invoice from IDOT was received and paid.

5. To provide funding for the reconstruction of the Longmeadow Bridge over the West Branch of the DuPage River. (Third quarter)

Ongoing

6. To provide funding for the reconstruction of Iris Ave. from Hollywood to Briarwood and the reconstruction of Flower Ct. (Second quarter)

Completed

2012 - 2013 OBJECTIVES

III. Is fiscally responsible and transparent

1. To provide funding for the annual resurfacing of various Village streets at an expanded level. (Second quarter)
2. To provide funding for the annual sidewalk and curb and gutter replacement program at an expanded level. (Second quarter)
3. To provide funding for the annual crack filling program on various Village streets. (Second quarter)
4. To provide funding for the reconstruction of the Longmeadow Bridge over the West Branch of the DuPage River. (Second quarter)
5. To provide funding for the total reconstruction of Gladiola Ave. from Hollywood to Briarwood. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 011 - Motor Fuel Tax Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
314.03-00	Motor Fuel Tax	\$ 1,156,778	\$ 1,117,988	\$ 915,149	\$ 915,149	\$ 915,149
Total Taxes		<u>1,156,778</u>	<u>1,117,988</u>	<u>915,149</u>	<u>915,149</u>	<u>915,149</u>
361.00-00	Interest on Investments	12,687	6,593	7,000	7,000	7,000
362.00-00	Gain on Sale of Investments	2,067	720	2,000	2,000	2,000
Total Investment Income		<u>14,754</u>	<u>7,313</u>	<u>9,000</u>	<u>9,000</u>	<u>9,000</u>
380.02-00	Reimbursed Expenditures	400,000	4,960	10,550	10,550	-
380.11-00	Reimb Exp-MFT	29,147	29,526	-	45,226	-
380.11-00	Miscellaneous Income	928	-	12,837	12,837	-
Total Miscellaneous Revenue		<u>430,075</u>	<u>34,486</u>	<u>23,387</u>	<u>68,613</u>	<u>-</u>
399.00-00	Use of Fund Balance	-	-	1,486,660	-	877,462
Total Other		<u>-</u>	<u>-</u>	<u>1,486,660</u>	<u>-</u>	<u>877,462</u>
Total Revenues and Other Financing Sources		<u>\$ 1,601,607</u>	<u>\$ 1,159,787</u>	<u>\$ 2,434,196</u>	<u>\$ 992,762</u>	<u>\$ 1,801,611</u>
Expenditures and Other Financing Uses						
1-11	Salaries-Regular	\$ 105,166	\$ 109,004	\$ 94,374	\$ 94,374	\$ 97,205
1-21	Overtime Compensation	35	37	-	55	-
1-41	State Retirement	11,118	16,904	13,307	13,307	15,654
1-42	Social Security	7,874	8,064	7,220	7,220	7,544
1-44	Employee Insurance	28,115	(1,721)	28,601	28,601	27,515
Total Personal Services		<u>152,308</u>	<u>132,296</u>	<u>143,502</u>	<u>143,569</u>	<u>147,918</u>
2-27	Materials and Supplies	172,093	147,471	210,000	210,000	160,000
Total Commodities		<u>172,093</u>	<u>147,471</u>	<u>210,000</u>	<u>210,000</u>	<u>160,000</u>
3-15	Street Lighting	65,282	52,537	67,565	67,565	67,565
3-35	M&R-Streets and Bridges	254,940	263,553	328,000	328,000	335,000
3-36	Maintenance Agreements	15,216	16,360	31,129	31,129	31,128
3-37	M&R-Other Equipment	-	558	4,000	4,000	4,000
Total Contractual Services		<u>335,438</u>	<u>333,008</u>	<u>430,694</u>	<u>430,694</u>	<u>437,693</u>
Total Operating Expenditures		<u>659,839</u>	<u>612,775</u>	<u>784,196</u>	<u>784,263</u>	<u>745,611</u>
13-22	Impr Other Than Buildings	842,009	869,055	1,650,000	1,200,000	1,056,000
Total Capital Outlay		<u>842,009</u>	<u>869,055</u>	<u>1,650,000</u>	<u>1,200,000</u>	<u>1,056,000</u>
Total Other Expenditures		<u>842,009</u>	<u>869,055</u>	<u>1,650,000</u>	<u>1,200,000</u>	<u>1,056,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 1,501,848</u>	<u>\$ 1,481,830</u>	<u>\$ 2,434,196</u>	<u>\$ 1,984,263</u>	<u>\$ 1,801,611</u>

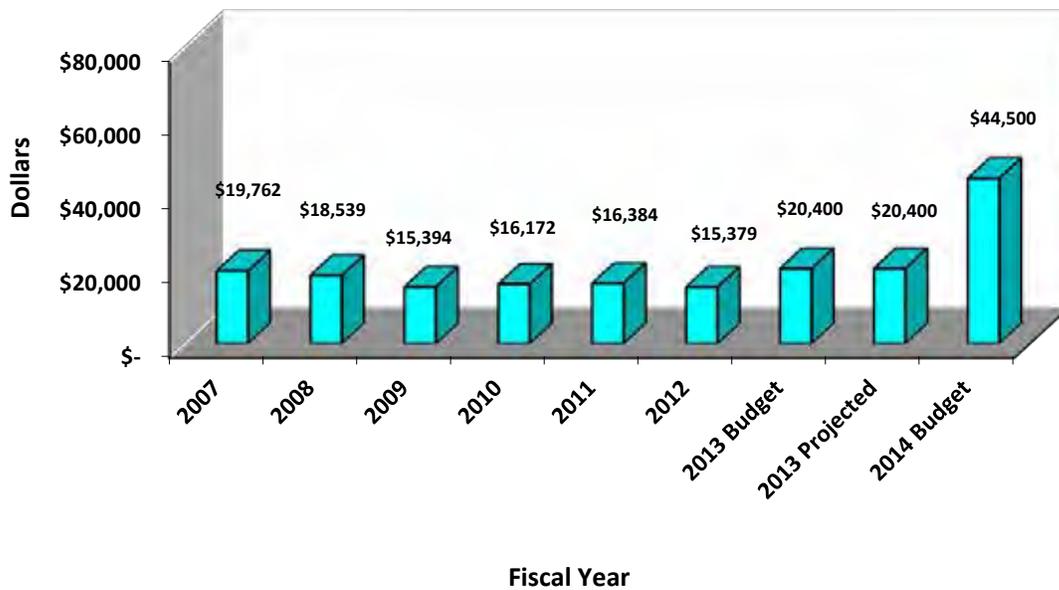
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SPECIAL SERVICE AREA #3 FUND

The Special Service Area #3 Fund accounts for the financing of street improvements, and 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 are provided by special service area property taxes.

Special Service Area #3 Fund Expenditures



2007 - 2012: Actual Expenditures

Fiscal Year 2014 includes a capital improvement for installation of bicycle racks within the special service area.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 013 - Special Service Area #3 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.90-00	Property Taxes	\$ 45,273	\$ 365	\$ 20,400	\$ 20,400	\$ 20,400
Total Taxes		<u>45,273</u>	<u>365</u>	<u>20,400</u>	<u>20,400</u>	<u>20,400</u>
361.00-00	Interest on Investments	80	115	25	25	25
Total Investment Income		<u>80</u>	<u>115</u>	<u>25</u>	<u>25</u>	<u>25</u>
399.00-00	Use of Fund Balance	-	-	-	-	24,075
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,075</u>
Total Revenues and Other Financing Sources		<u>\$ 45,353</u>	<u>\$ 480</u>	<u>\$ 20,425</u>	<u>\$ 20,425</u>	<u>\$ 44,500</u>

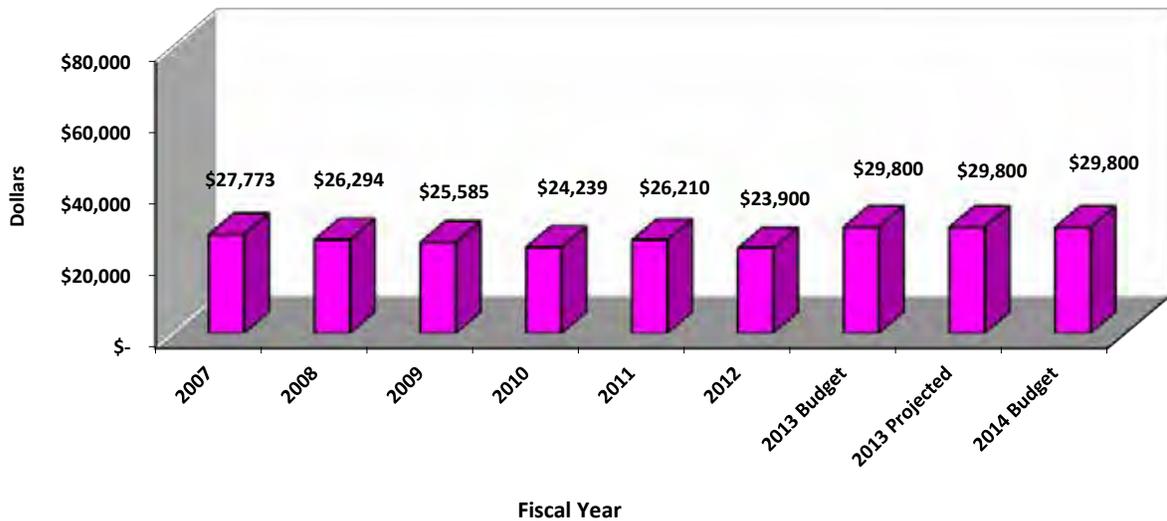
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 16,384	\$ 15,035	\$ 20,400	\$ 20,400	\$ 24,500
Total Contractual Services		<u>16,384</u>	<u>15,035</u>	<u>20,400</u>	<u>20,400</u>	<u>24,500</u>
Total Operating Expenditures		<u>16,384</u>	<u>15,035</u>	<u>20,400</u>	<u>20,400</u>	<u>24,500</u>
12-01	Transfer to General	-	344	-	-	-
Total Interfund Transfers		<u>-</u>	<u>344</u>	<u>-</u>	<u>-</u>	<u>-</u>
13-22	Impr Other Than Buildings	-	-	-	-	20,000
Total Capital Outlay		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>20,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 16,384</u>	<u>\$ 15,379</u>	<u>\$ 20,400</u>	<u>\$ 20,400</u>	<u>\$ 44,500</u>

SPECIAL SERVICE AREA #4 FUND

The Special Service Area #4 Fund accounts for the financing of public improvements, and 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 Fund Expenditures



2007 - 2012: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 014 - Special Service Area #4 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.90-00	Property Taxes	\$ 19,084	\$ 30,908	\$ 29,800	\$ 29,800	\$ 29,800
Total Taxes		<u>19,084</u>	<u>30,908</u>	<u>29,800</u>	<u>29,800</u>	<u>29,800</u>
361.00-00	Interest on Investments	74	95	45	45	85
Total Investment Income		<u>74</u>	<u>95</u>	<u>45</u>	<u>45</u>	<u>85</u>
Total Revenues and Other Financing Sources		<u>\$ 19,158</u>	<u>\$ 30,999</u>	<u>\$ 29,845</u>	<u>\$ 29,845</u>	<u>\$ 29,885</u>

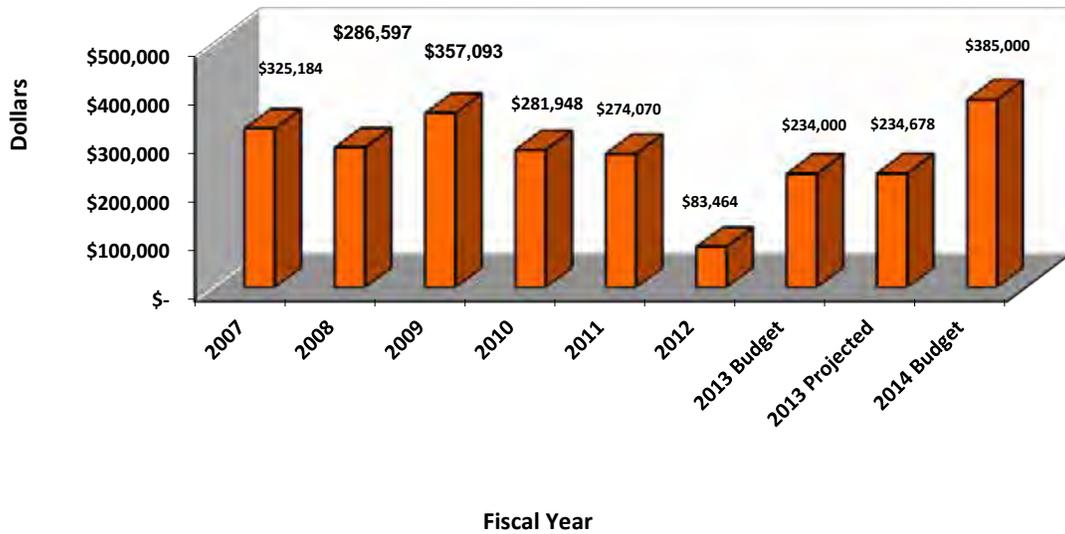
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 26,210	\$ 23,900	\$ 29,800	\$ 29,800	\$ 29,800
Total Contractual Services		<u>26,210</u>	<u>23,900</u>	<u>29,800</u>	<u>29,800</u>	<u>29,800</u>
Total Operating Expenditures		<u>26,210</u>	<u>23,900</u>	<u>29,800</u>	<u>29,800</u>	<u>29,800</u>
Total Expenditures and Other Financing Uses		<u>\$ 26,210</u>	<u>\$ 23,900</u>	<u>\$ 29,800</u>	<u>\$ 29,800</u>	<u>\$ 29,800</u>

SPECIAL SERVICE AREA #5 FUND

The Special Service Area #5 Fund accounts for the financing of street improvements, and scavenger and snow removal services, for the Tanglewood multifamily housing units. Resources are provided by special service area property taxes.

Special Service Area #5 Fund Expenditures



2007 - 2012: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 035 - Special Service Area #5

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.90-00	Property Taxes	\$ 329,113	\$ 174,898	\$ 367,429	\$ 313,820	\$ 313,820
Total Taxes		<u>329,113</u>	<u>174,898</u>	<u>367,429</u>	<u>313,820</u>	<u>313,820</u>
361.00-00	Interest on Investments	383	574	281	1,200	200
362.00-00	Net Change in Fair Value	-	(49)	-	-	-
Total Investment Income		<u>383</u>	<u>525</u>	<u>281</u>	<u>1,200</u>	<u>200</u>
380.09-00	Reimb Exp - Miscellaneous	32,253	-	-	-	-
Total Miscellaneous		<u>32,253</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
399.00-00	Use of Fund Balance	-	-	-	-	70,980
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>70,980</u>
Total Revenues and Other Financing Sources		<u>\$ 361,749</u>	<u>\$ 175,423</u>	<u>\$ 367,710</u>	<u>\$ 315,020</u>	<u>\$ 385,000</u>

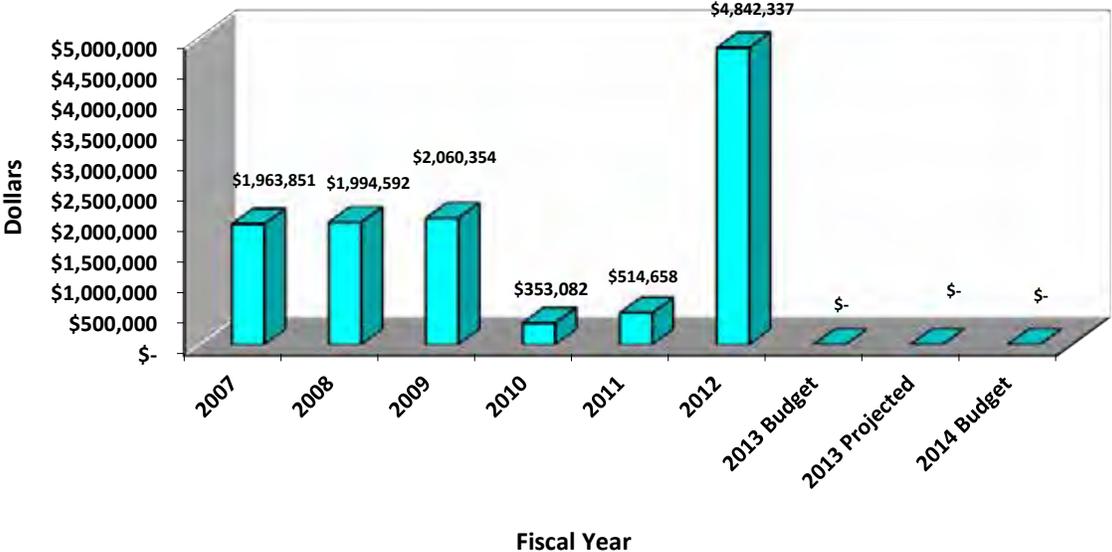
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 84,749	\$ 83,335	\$ 84,000	\$ 84,000	\$ 85,000
3-62	Legal Services	-	129	-	678	-
Total Contractual Services		<u>84,749</u>	<u>83,464</u>	<u>84,000</u>	<u>84,678</u>	<u>85,000</u>
Total Operating Expenditures		<u>84,749</u>	<u>83,464</u>	<u>84,000</u>	<u>84,678</u>	<u>85,000</u>
13-22	Improvements other than Buildings	189,321	-	150,000	150,000	300,000
Total Capital Outlay		<u>189,321</u>	<u>-</u>	<u>150,000</u>	<u>150,000</u>	<u>300,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 274,070</u>	<u>\$ 83,464</u>	<u>\$ 234,000</u>	<u>\$ 234,678</u>	<u>\$ 385,000</u>

TAX INCREMENT FINANCE DISTRICT #2 FUND

The Tax Increment Finance (TIF) District #2 Fund accounts for the financing of improvements in the TIF redevelopment district located at the northwest corner of Barrington and Irving Park Roads. Prior to Fiscal Year 2010, all TIF #2 activity was recorded in the TIF Debt Service Fund. In Fiscal Year 2010 all moneys were transferred and TIF #2 Fund was created. Expenses below reflect the combined expenses related to TIF #2. Funding was provided by revenues from incremental property taxes from the TIF district and will be used for public improvements within the district. TIF # 2 closed on December 31, 2011.

TIF District #2 Fund Expenditures



2007 - 2012: Actual Expenditures

TIF District # 2 closed December 31, 2011, but pending projects were completed in the spring and summer of 2012.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

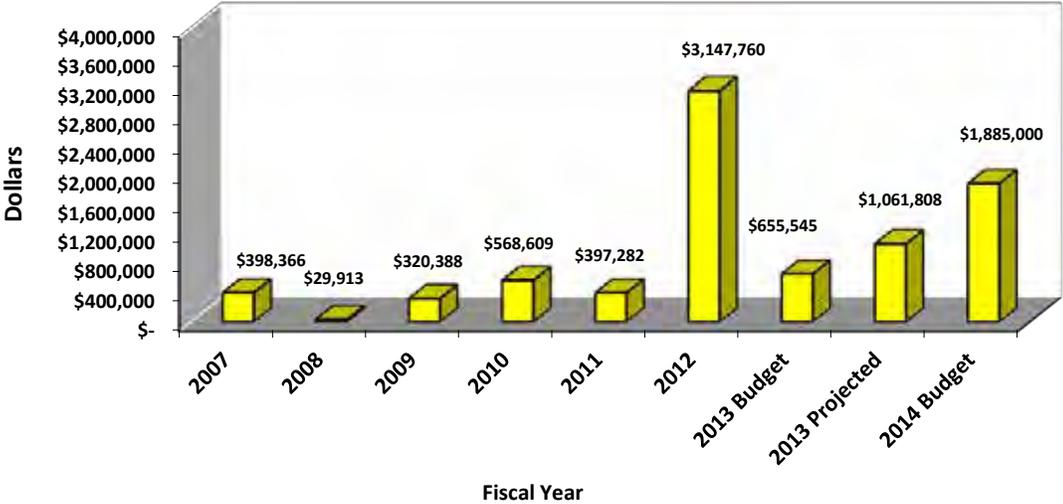
Fund 032- Tax Increment Finance District # 2 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ 1,859,095	\$ 855,169	\$ -	\$ -	\$ -
Total Taxes		<u>1,859,095</u>	<u>855,169</u>	<u>-</u>	<u>-</u>	<u>-</u>
361.00-00	Interest on Investments	5,331	5,340	-	-	-
362.00-00	Net Change in Fair Value	15,196	5,183	-	-	-
Total Investment Income		<u>20,527</u>	<u>10,523</u>	<u>-</u>	<u>-</u>	<u>-</u>
391.43-00	TIF #2 Debt Service	1,310,369	-	-	-	-
391.44-00	SSA D/S Fund	12,962	-	-	-	-
Total Interfund Transfers		<u>1,323,331</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 3,202,953</u>	<u>\$ 865,692</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Other Financing Uses						
1-11	Salaries	\$ -	\$ 28,441	\$ -	\$ -	\$ -
1-21	Overtime Compensation	70,559	169,568	-	-	-
1-41	State Retirement	-	3,269	-	-	-
1-42	Social Security	5,649	16,132	-	-	-
1-44	Employee Insurance	-	6,668	-	-	-
Total Personal Services		<u>76,208</u>	<u>224,078</u>	<u>-</u>	<u>-</u>	<u>-</u>
3-61	Consulting Services	5,946	186,641	-	-	-
3-62	Legal Services	-	22,215	-	-	-
3-64	Engineering Services	-	-	-	-	-
3-99	Miscellaneous	-	-	-	-	-
Total Contractual Services		<u>5,946</u>	<u>208,856</u>	<u>-</u>	<u>-</u>	<u>-</u>
10-99	Transfer to Cook	-	3,867,544	-	-	-
Total Contractual Services		<u>-</u>	<u>3,867,544</u>	<u>-</u>	<u>-</u>	<u>-</u>
13-11	Land	4,000	-	-	-	-
13-22	Impr Other Than Buildings	428,504	439,754	-	359,879	-
13-72	Water Mains	-	102,105	-	-	-
Total Capital Outlay		<u>432,504</u>	<u>541,859</u>	<u>-</u>	<u>359,879</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 514,658</u>	<u>\$ 4,842,337</u>	<u>\$ -</u>	<u>\$ 359,879</u>	<u>\$ -</u>

TAX INCREMENT FINANCE DISTRICT #3 FUND

The Tax Increment Finance (TIF) District #3 Fund accounts for the financing of improvements in the Village Center TIF redevelopment district located at Barrington Road and Lake Street. Revenues include incremental property taxes from the TIF district.

TIF District #3 Fund Expenditures



2007 - 2012: Actual Expenditures

Consulting services, engineering, redevelopment agreement payments, and capital purchases and improvements in the TIF #3 project areas have been budgeted in Fiscal Year 2014.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

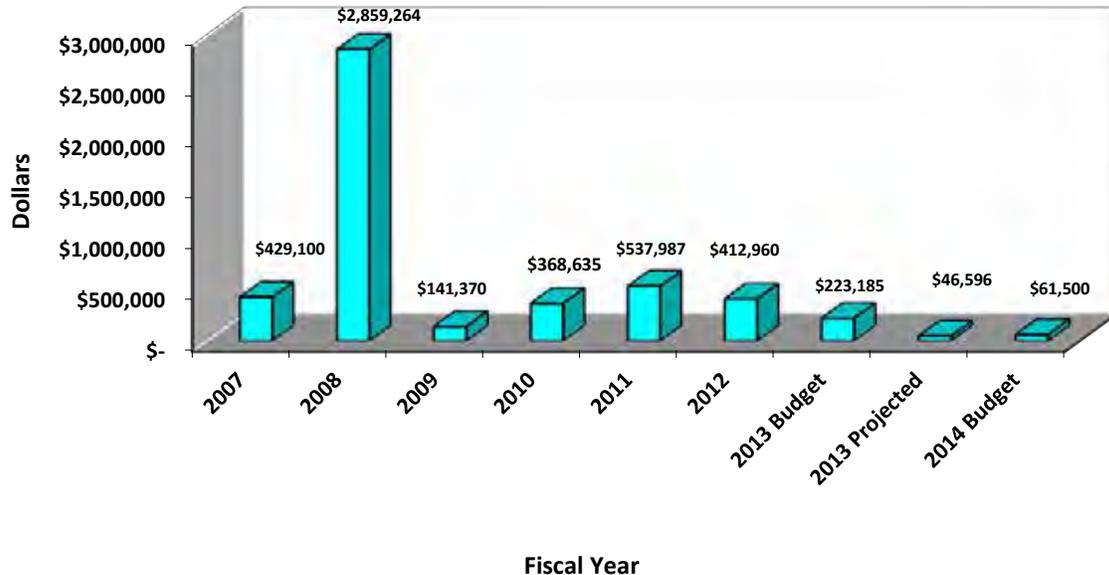
Fund 033 - Tax Increment Finance District # 3 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ 720,764	\$ 967,250	\$ 677,500	\$ 1,637,201	\$ 1,350,000
Total Taxes		<u>720,764</u>	<u>967,250</u>	<u>677,500</u>	<u>1,637,201</u>	<u>1,350,000</u>
361.00-00	Interest on Investments	5,637	3,764	750	750	750
362.00-00	Net Change in Fair Value	7,342	2,291	-	-	-
Total Investment Income		<u>12,979</u>	<u>6,055</u>	<u>750</u>	<u>750</u>	<u>750</u>
399.00-00	Use of Fund Balance	-	-	-	-	534,250
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>534,250</u>
Total Revenues and Other Financing Sources		<u>\$ 733,743</u>	<u>\$ 973,305</u>	<u>\$ 678,250</u>	<u>\$ 1,637,951</u>	<u>\$ 1,885,000</u>
Expenditures and Other Financing Uses						
1-11	Salaries	\$ -	\$ 19,693	\$ 26,106	\$ 80,907	\$ -
1-21	Overtime Compensation	36,962	5,518	-	28,117	-
1-41	State Retirement	-	3,171	7,362	14,954	-
1-42	Social Security	3,053	1,895	3,994	8,171	-
1-44	Employee Insurance	-	4,458	13,083	19,026	-
Total Personal Services		<u>40,015</u>	<u>34,735</u>	<u>50,545</u>	<u>151,175</u>	<u>-</u>
3-16	Property Taxes	-	2,081	-	5,878	-
3-61	Consulting Services	11,077	232,835	185,000	139,413	100,000
3-62	Legal Services	6,055	25,524	15,000	15,000	15,000
3-64	Engineering Services	-	17,824	50,000	30,000	30,000
3-79	TIF Redevelopment Agreements	50,367	34,761	55,000	347,842	240,000
Total Contractual Services		<u>67,499</u>	<u>313,025</u>	<u>305,000</u>	<u>538,133</u>	<u>385,000</u>
Total Operating Expenditures		<u>107,514</u>	<u>347,760</u>	<u>355,545</u>	<u>689,308</u>	<u>385,000</u>
12-01	Transfer out	269,316	2,800,000	-	-	-
Total Interfund Transfers		<u>269,316</u>	<u>2,800,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
13-11	Land	-	-	300,000	80,500	-
13-21	Buildings	-	-	-	230,000	1,500,000
13-22	Impr Other Than Buildings	20,452	-	-	62,000	-
Total Capital Outlay		<u>20,452</u>	<u>-</u>	<u>300,000</u>	<u>372,500</u>	<u>1,500,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 397,282</u>	<u>\$ 3,147,760</u>	<u>\$ 655,545</u>	<u>\$ 1,061,808</u>	<u>\$ 1,885,000</u>

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. Initial funding was provided by transfers from the General Fund. Revenues include incremental property taxes from the TIF district and developer reimbursements.

TIF District #4 Fund Expenditures



2007 - 2012: Actual Expenditures

A significant decline in expenditures occurred in Fiscal Year 2013 and continued into Fiscal Year 2014 due to a decline in the Equalized Assessed Value of the TIF District.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 037 - Tax Increment Finance District # 4 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ 243,159	\$ 246,760	\$ 228,569	\$ -	\$ 45,000
Total Taxes		<u>243,159</u>	<u>246,760</u>	<u>228,569</u>	<u>-</u>	<u>45,000</u>
361.00-00	Interest on Investments	300	272	100	100	100
362.00-00	Net Change in Fair Value	579	198	-	-	-
Total Investment Income		<u>879</u>	<u>470</u>	<u>100</u>	<u>100</u>	<u>100</u>
380.09.-00	Reimbursed Exp-Miscellaneous	-	-	114,285	-	-
Total Miscellaneous		<u>-</u>	<u>-</u>	<u>114,285</u>	<u>-</u>	<u>-</u>
399.00-00	Use of Fund Balance	-	-	-	-	16,400
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>16,400</u>
Total Revenues and Other Financing Sources		<u>\$ 244,038</u>	<u>\$ 247,230</u>	<u>\$ 342,954</u>	<u>\$ 100</u>	<u>\$ 61,500</u>

Expenditures and Other Financing Uses

3-16	Property Taxes	\$ -	\$ 39,818	\$ -	\$ -	\$ -
3-61	Consulting Services	8,506	127,314	1,000	35,884	3,500
3-62	Legal Services	5,122	2,025	-	5,712	500
3-79	Redevelopment Agreements	61,560	243,457	114,285	-	22,500
Total Contractual Services		<u>75,188</u>	<u>412,614</u>	<u>115,285</u>	<u>41,596</u>	<u>26,500</u>
Total Operating Expenditures		<u>75,188</u>	<u>412,614</u>	<u>115,285</u>	<u>41,596</u>	<u>26,500</u>
12-01	Transfer to General	200,000	-	107,900	-	35,000
Total Interfund Transfers		<u>200,000</u>	<u>-</u>	<u>107,900</u>	<u>-</u>	<u>35,000</u>
13-11	Land	262,799	346	-	5,000	-
13-22	Improvements other than Buildings	-	-	-	-	-
Total Capital Outlay		<u>262,799</u>	<u>346</u>	<u>-</u>	<u>5,000</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 537,987</u>	<u>\$ 412,960</u>	<u>\$ 223,185</u>	<u>\$ 46,596</u>	<u>\$ 61,500</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Schedule of Legal Debt Margin
April 30, 2013

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
April 30, 2013

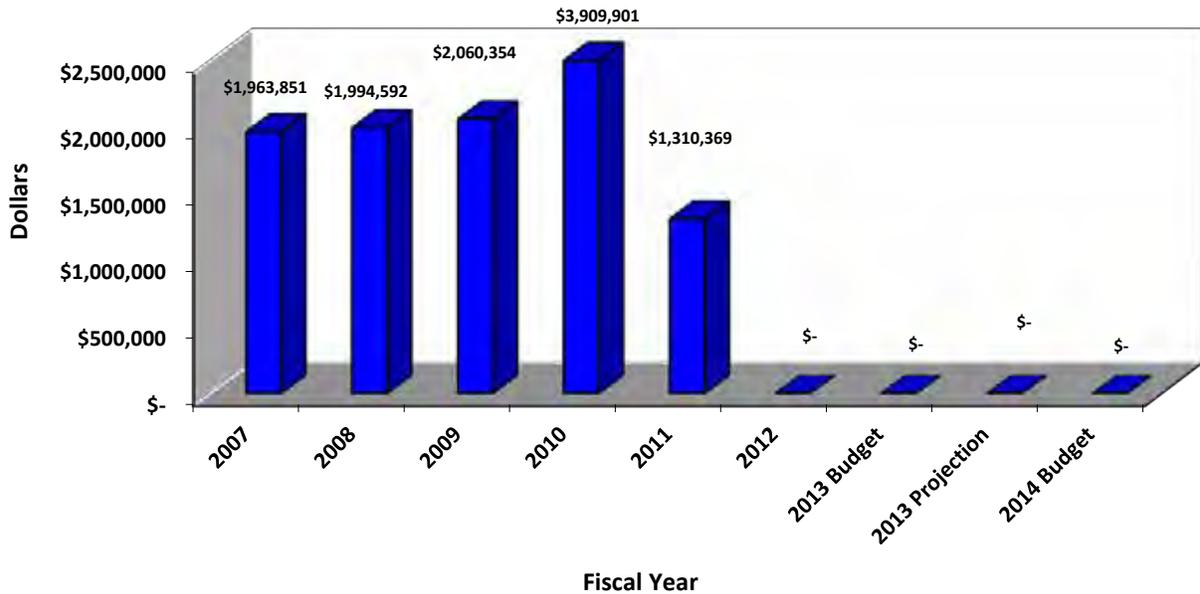
Tax Levy Year	General Obligation Bond Series 2010	General Obligation Bond Series 2010A	General Obligation Bond Series 2011	Total
2012	\$ 795,210	\$ 349,138	\$ 641,012	\$ 1,785,360
2013	793,513	398,063	641,512	1,833,088
2014	790,248	445,412	646,812	1,882,472
2015	790,218	465,912	641,812	1,897,942
2016	783,780	484,438	646,712	1,914,930
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
	\$ 16,119,464	\$ 9,111,529	\$ 7,817,599	\$ 31,443,592
	\$ 16,119,464	\$ 9,111,529	\$ 7,817,599	\$ 31,443,592

Detailed debt schedules are included in the Debt Service Funds section of this document.

TAX INCREMENT FINANCE DISTRICT DEBT SERVICE FUND

The Tax Increment Finance (TIF) District Debt Service Fund accumulates resources for the payment of principal and interest on the TIF Revenue Bonds. Financing is provided by incremental property tax and sales tax revenues. Proceeds from these bond issues were used for capital improvements in the TIF #2 project area.

TIF District Debt Service Fund Expenditures



2007 - 2012: Actual Expenditures

The TIF debt service payments were structured to be slightly higher in later years when TIF revenues were expected to be greater. The final payment on the bonds was made in Fiscal Year 2010 and excess funds were transferred to the TIF #2 Capital Projects Fund in Fiscal Year 2011.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

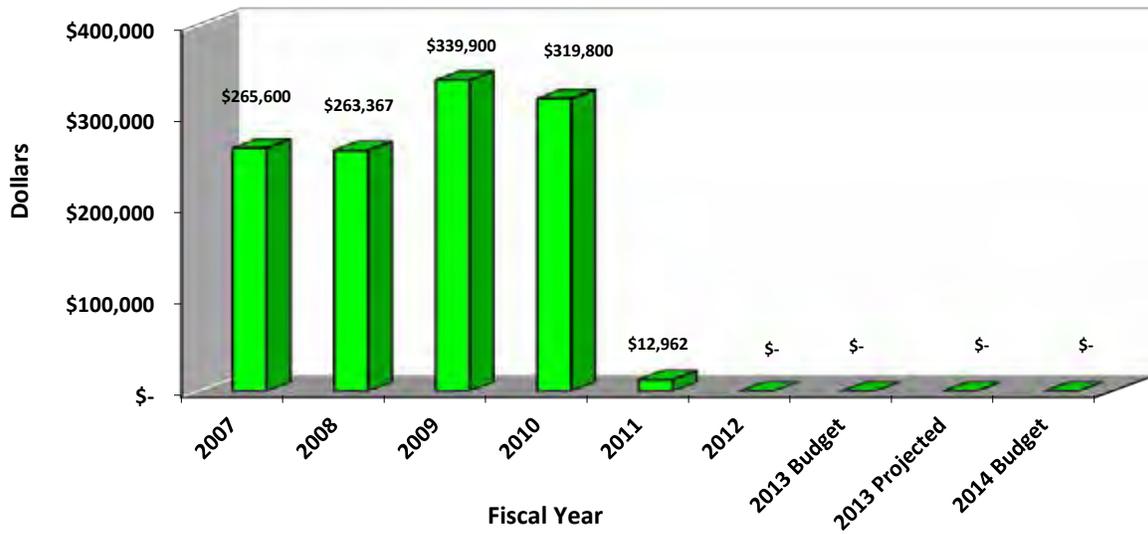
Fund 043 - Tax Increment Finance District Debt Service

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
Total Revenues and Other Financing Sources		\$ -	\$ -	\$ -	\$ -	\$ -
Expenditures and Other Financing Uses						
12-32	Transfer to TIF #2	\$ 1,310,369	\$ -	\$ -	\$ -	\$ -
Total Interfund Transfers		1,310,369	-	-	-	-
Total Other Expenditures		1,310,369	-	-	-	-
Total Expenditures and Other Financing Uses		\$ 1,310,369	\$ -	\$ -	\$ -	\$ -

SPECIAL SERVICE AREA DEBT SERVICE FUND

The Special Service Area Debt Service Fund accumulates resources for the payment of principal and interest on Special Service Area #2 bonds. Resources are provided by special service area property taxes. Proceeds from this bond issue were used for public improvements to properties located in the Special Service Area #2 project area.

Special Service Area Debt Service Fund



2007- 2012: Actual Expenditures

The Special Service Area Number Two debt service payments have been structured to require a fairly level debt service payment. The final debt service payment was paid in Fiscal Year 2010.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 044- Special Service Area Debt Service

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 11	\$ -	\$ -	\$ -	\$ -
Total Investment Income		<u>11</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 11</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

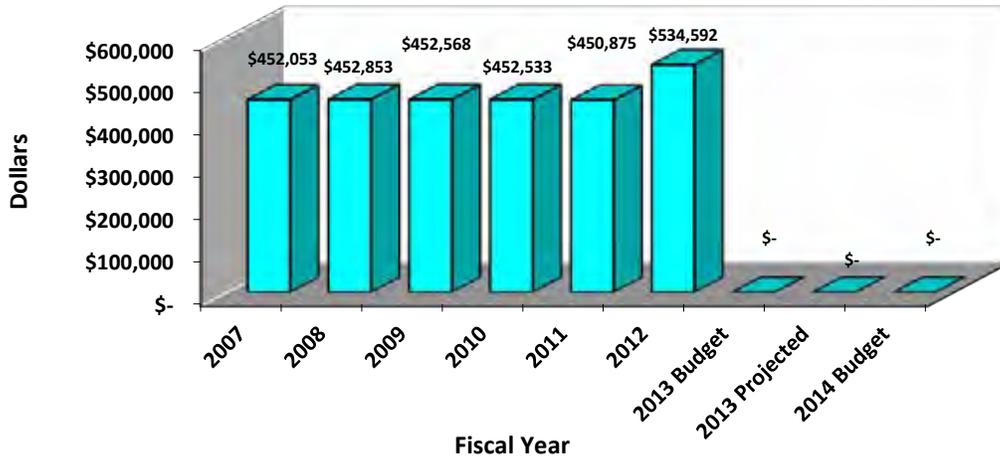
Expenditures and Other Financing Uses

12-32	Transfer to TIF #2	\$ 12,962	\$ -	\$ -	\$ -	\$ -
Total Other Expenditures		<u>12,962</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 12,962</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

GENERAL OBLIGATION BOND SERIES OF 2001 FUND

The General Obligation Bond Series of 2001 Debt Service Fund (2001 GO Bond Fund) accounts for the accumulation of resources for the payment of bond principal and interest. Financing is provided by property tax revenues. These bonds were used for various capital improvements including Well #2 elevated tank and the Lake Street utility line burial.

General Obligation Bond Series of 2001 Fund
Expenditures



2007 - 2012: Actual Expenditures

The final debt service payment was paid in Fiscal Year 2012 and the fund was closed.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

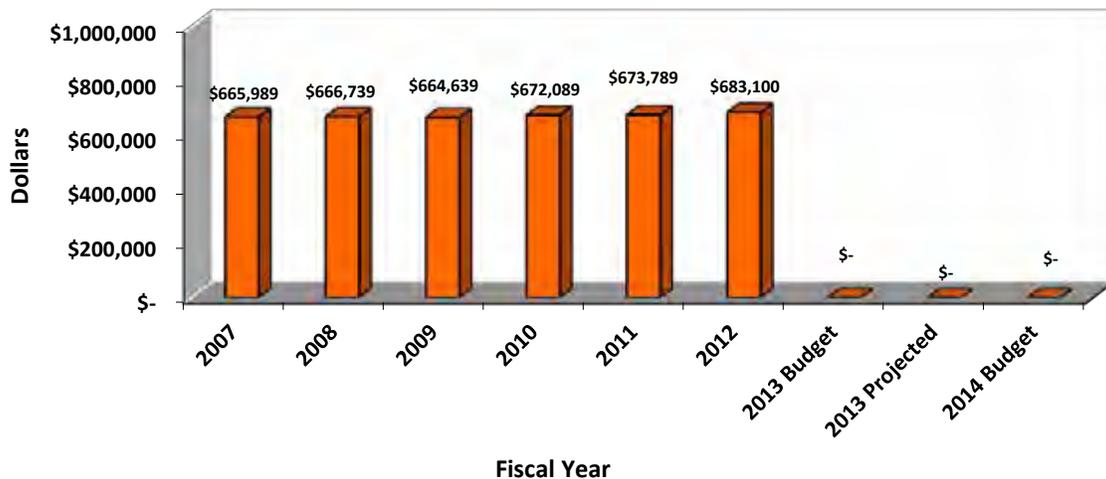
Fund 040 - General Obligation Bond Series of 2001 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 460,363	\$ 382,473	\$ -	\$ -	\$ -
Total Taxes		<u>460,363</u>	<u>382,473</u>	<u>-</u>	<u>-</u>	<u>-</u>
361.00-00	Interest on Investments	378	227	-	-	-
362.00-00	Net Change in Fair Value	784	(23)	-	-	-
Total Investment Income		<u>1,162</u>	<u>204</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 461,525</u>	<u>\$ 382,677</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Other Financing Uses						
3-61	Consulting Services	\$ -	\$ 300	\$ -	\$ -	\$ -
3-99	Miscellaneous Expense	600	-	-	-	-
Total Contractual Services		<u>600</u>	<u>300</u>	<u>-</u>	<u>-</u>	<u>-</u>
11-25	Principal-G.O. 2001 Bonds	415,000	435,000	-	-	-
11-26	Interest-G.O. 2001 Bonds	35,275	18,053	-	-	-
Total Debt Service		<u>450,275</u>	<u>453,053</u>	<u>-</u>	<u>-</u>	<u>-</u>
12-01	Transfer to General	-	81,239	-	-	-
Total Interfund Transfers		<u>-</u>	<u>81,239</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Expenditures		<u>450,875</u>	<u>534,592</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 450,875</u>	<u>\$ 534,592</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

GENERAL OBLIGATION REFUNDING BOND SERIES OF 2002 FUND

The General Obligation Refunding Bond Series of 2002 Debt Service Fund accounts for the accumulation of resources for the payment of bond principal and interest on the General Obligation Refunding Bonds Series of 2002. Financing is provided by property and real estate transfer tax revenues.

General Obligation Refunding Bond
Series of 2002 Fund Expenditures



2007 - 2012: Actual Expenditures

The 2002 General Obligation Refunding Bonds were issued to refund the 1996 General Obligation Bonds. The 1996 Bonds were used to finance the payment of a judgment against the Village. The final payment on the bonds was made in Fiscal Year 2012.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 045 - General Obligation Refunding Bond Series of 2002 Fund

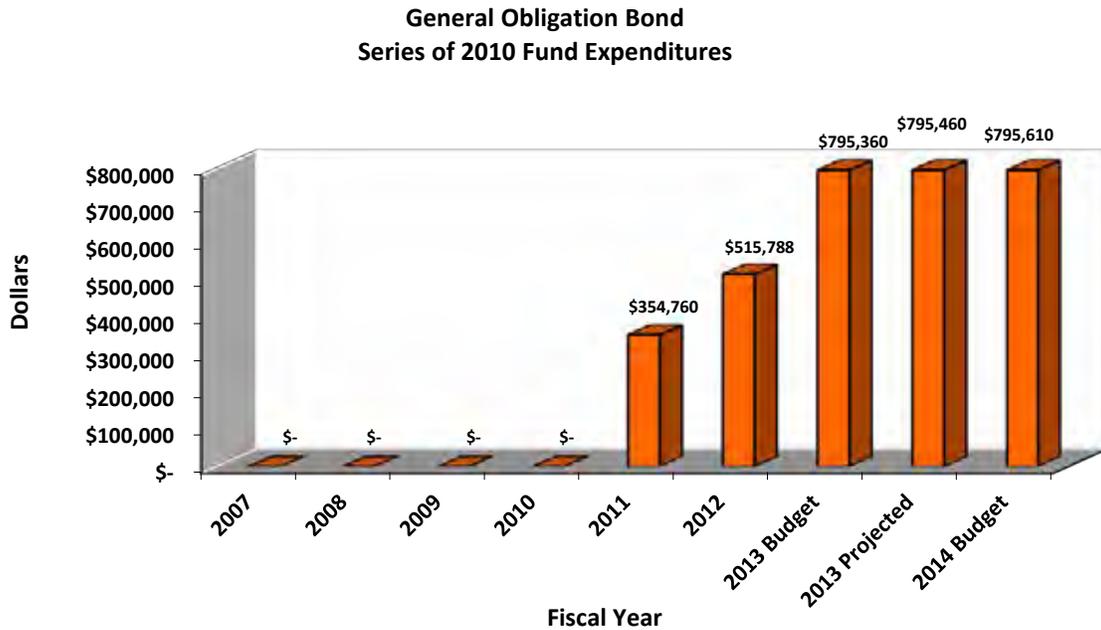
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 173,709	\$ 150,133	\$ -	\$ -	\$ -
313.04-00	Real Estate Transfer Tax	223,762	248,277	-	-	-
Total Taxes		397,471	398,410	-	-	-
361.00-00	Interest on Investments	142	150	-	-	-
362.00-00	Net Change in Fair Value	1	(18)	-	-	-
Total Investment Income		143	132	-	-	-
391.01-00	Transfer from General	-	605,074	-	-	-
Total Other		-	605,074	-	-	-
Total Revenues and Other Financing Sources		\$ 397,614	\$ 1,003,616	\$ -	\$ -	\$ -

Expenditures and Other Financing Uses

3-99	Miscellaneous Expense	\$ 214	\$ -	\$ -	\$ -	\$ -
Total Contractual Services		214	-	-	-	-
Total Operating Expenditures		214	-	-	-	-
11-28	Principal-G.O.2002 Bonds	630,000	660,000	-	-	-
11-27	Interest-G.O. 2002 Bonds	43,575	23,100	-	-	-
Total Debt Service		673,575	683,100	-	-	-
Total Other Expenditures		673,575	683,100	-	-	-
Total Expenditures and Other Financing Uses		\$ 673,789	\$ 683,100	\$ -	\$ -	\$ -

GENERAL OBLIGATION BOND SERIES OF 2010 FUND

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 Bonds Series of 2010. Financing is provided by property tax revenues.



2007 - 2012: Actual Expenditures

The 2010 Build America Bonds were issued in Fiscal Year 2010 to finance the construction of a new police station headquarters. The debt payments have been structured so that they are lower in the earlier years, while the 2011 bond issue is outstanding.

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010
April 30, 2013

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
2012	\$ 285,000	\$ 510,210	\$ 795,210	2013	\$ 255,105	2013	\$ 255,105
2013	290,000	503,513	793,513	2014	251,756	2014	251,757
2014	295,000	495,248	790,248	2015	247,624	2015	247,624
2015	305,000	485,218	790,218	2016	242,609	2016	242,609
2016	310,000	473,780	783,780	2017	236,890	2017	236,890
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>\$ 9,720,000</u>	<u>\$ 6,399,464</u>	<u>\$ 16,119,464</u>		<u>\$ 3,199,731</u>		<u>\$ 3,199,733</u>

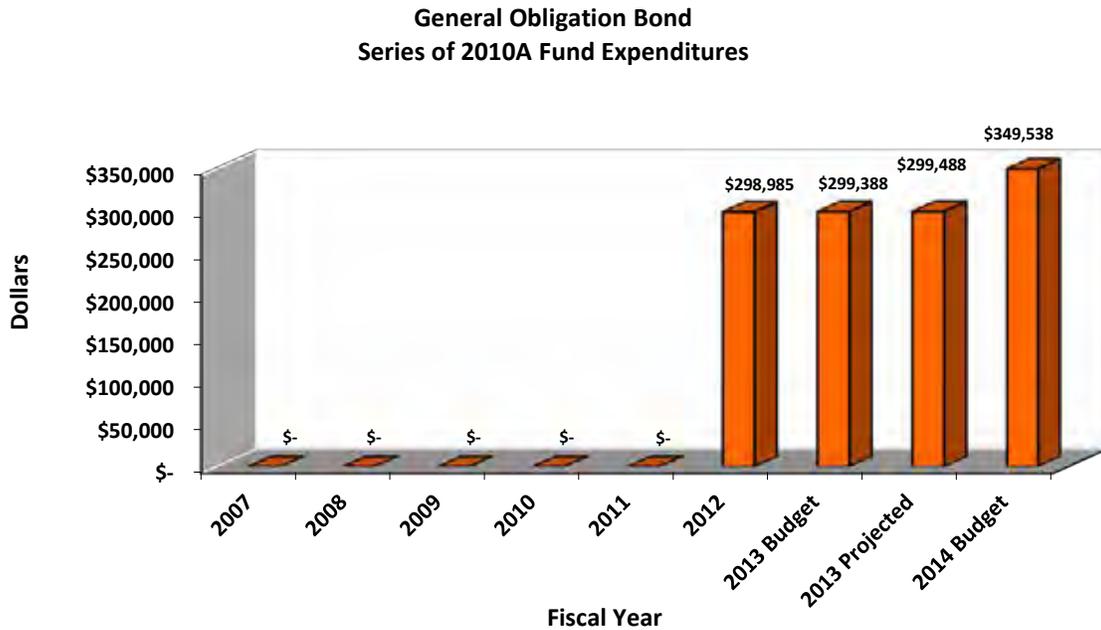
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 047 - General Obligation Bond Series of 2010 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 61,039	\$ 432,676	\$ 655,508	\$ 655,508	\$ 616,636
Total Taxes		<u>61,039</u>	<u>432,676</u>	<u>655,508</u>	<u>655,508</u>	<u>616,636</u>
361.00-00	Interest on Investments	55	189	100	400	400
362.00-00	Net Change in Fair Value	-	(4)	-	-	-
Total Investment Income		<u>55</u>	<u>185</u>	<u>100</u>	<u>400</u>	<u>400</u>
380.38-00	BAB Federal Subsidy	106,170	180,289	180,288	180,289	178,574
Total Miscellaneous		<u>106,170</u>	<u>180,289</u>	<u>180,288</u>	<u>180,289</u>	<u>178,574</u>
Total Revenues		<u>\$ 167,264</u>	<u>\$ 613,150</u>	<u>\$ 835,896</u>	<u>\$ 836,197</u>	<u>\$ 795,610</u>
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 51,417	\$ 678	\$ 250	\$ 350	\$ 400
Total Contractual Services		<u>51,417</u>	<u>678</u>	<u>250</u>	<u>350</u>	<u>400</u>
Total Operating Expenditures		<u>51,417</u>	<u>678</u>	<u>250</u>	<u>350</u>	<u>400</u>
11-29	Principal-G.O. 2010 Bonds	-	-	280,000	280,000	285,000
11-30	Interest-G.O. 2010 Bonds	303,343	515,110	515,110	515,110	510,210
Total Debt Service		<u>303,343</u>	<u>515,110</u>	<u>795,110</u>	<u>795,110</u>	<u>795,210</u>
Total Other Expenditures		<u>303,343</u>	<u>515,110</u>	<u>795,110</u>	<u>795,110</u>	<u>795,210</u>
Total Expenditures		<u>\$ 354,760</u>	<u>\$ 515,788</u>	<u>\$ 795,360</u>	<u>\$ 795,460</u>	<u>\$ 795,610</u>

GENERAL OBLIGATION BOND SERIES OF 2010A FUND

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 Bonds Series of 2010. Financing is provided by property tax revenues.



2007 - 2012: Actual Expenditures

The 2010A Build America Bonds were also issued in Fiscal Year 2011 to finance the construction of a new police station headquarters. Currently, only interest payments are budgeted. The debt payments have been structured so that they are lower in the earlier years, while the 2011 bond issue is outstanding.

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010A
April 30, 2013

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
2012	\$ 50,000	\$ 299,138	\$ 349,138	2013	\$ 149,569	2013	\$ 149,569
2013	100,000	298,063	398,063	2014	149,031	2014	149,032
2014	150,000	295,412	445,412	2015	147,706	2015	147,706
2015	175,000	290,912	465,912	2016	145,456	2016	145,456
2016	200,000	284,438	484,438	2017	142,219	2017	142,219
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>\$ 5,000,000</u>	<u>\$ 4,111,529</u>	<u>\$ 9,111,529</u>		<u>\$ 2,055,763</u>		<u>\$ 2,055,766</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 048 - General Obligation Bond Series of 2010A Fund

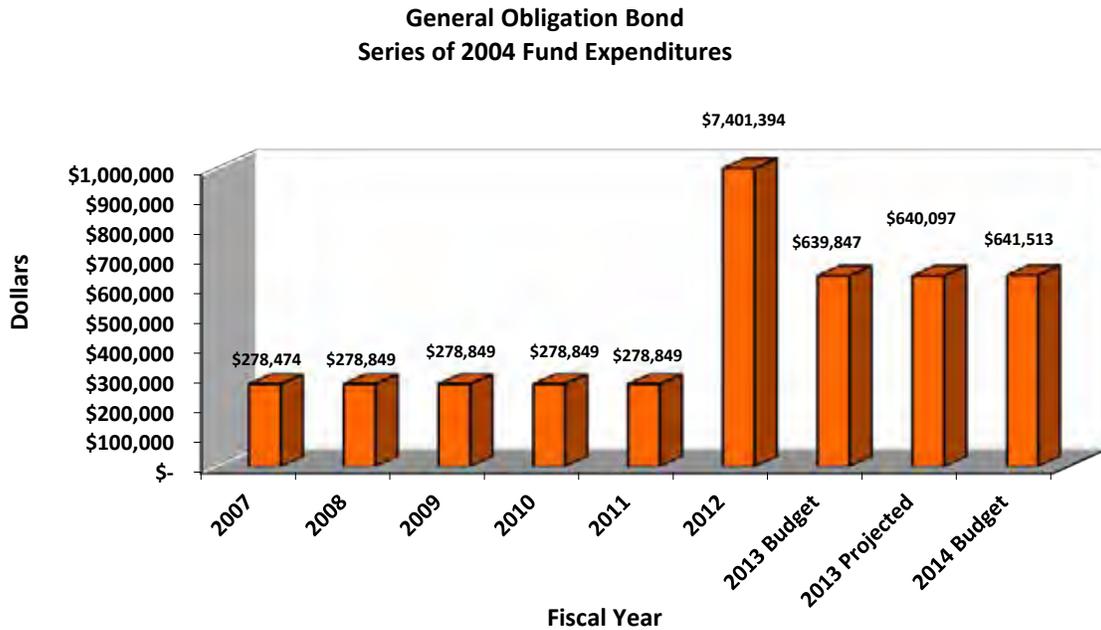
Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 54,383	\$ 270,418	\$ 45,017	\$ 90,032	\$ 244,440
Total Taxes		<u>54,383</u>	<u>270,418</u>	<u>45,017</u>	<u>90,032</u>	<u>244,440</u>
361.00-00	Interest on Investments	-	287	100	130	140
362.00-00	Net Change in Fair Value	-	(12)	-	-	-
Total Investment Income		<u>-</u>	<u>275</u>	<u>100</u>	<u>130</u>	<u>140</u>
380.38-00	BAB Federal Subsidy	-	104,407	104,698	104,698	104,698
Total Miscellaneous		<u>-</u>	<u>104,407</u>	<u>104,698</u>	<u>104,698</u>	<u>104,698</u>
399.00-00	Use of Fund Balance	-	-	149,573	-	260
Total Other		<u>-</u>	<u>-</u>	<u>149,573</u>	<u>-</u>	<u>260</u>
Total Revenues		<u>\$ 54,383</u>	<u>\$ 375,100</u>	<u>\$ 299,388</u>	<u>\$ 194,860</u>	<u>\$ 349,538</u>

Expenditures and Other Financing Uses

3-99	Miscellaneous Expense	\$ -	\$ 678	\$ 250	\$ 350	\$ 400
Total Contractual Services		<u>-</u>	<u>678</u>	<u>250</u>	<u>350</u>	<u>400</u>
11-29	Principle-G.O. 2010A Bonds	-	-	-	-	50,000
11-30	Interest-G.O. 2010A Bonds	-	298,307	299,138	299,138	299,138
Total Debt Service		<u>-</u>	<u>298,307</u>	<u>299,138</u>	<u>299,138</u>	<u>349,138</u>
Total Expenditures		<u>\$ -</u>	<u>\$ 298,985</u>	<u>\$ 299,388</u>	<u>\$ 299,488</u>	<u>\$ 349,538</u>

GENERAL OBLIGATION BOND SERIES OF 2011 FUND

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 Bonds Series of 2004 and 2011. Financing is provided by property tax revenues.



2007 - 2012: Actual Expenditures

The 2004 Bonds were issued in Fiscal Year 2004 primarily to finance the construction of a new fire station headquarters. The debt payments have been structured so that they are lower in the earlier years, while the 2001 and 2002 bond issues are outstanding. The General Obligation Bonds Series of 2004 was refunded in the amount of \$7,000,000 in Fiscal Year 2011 by the General Obligation Bonds of 2011 in the amount of \$7,030,000.

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2011
April 30, 2013

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

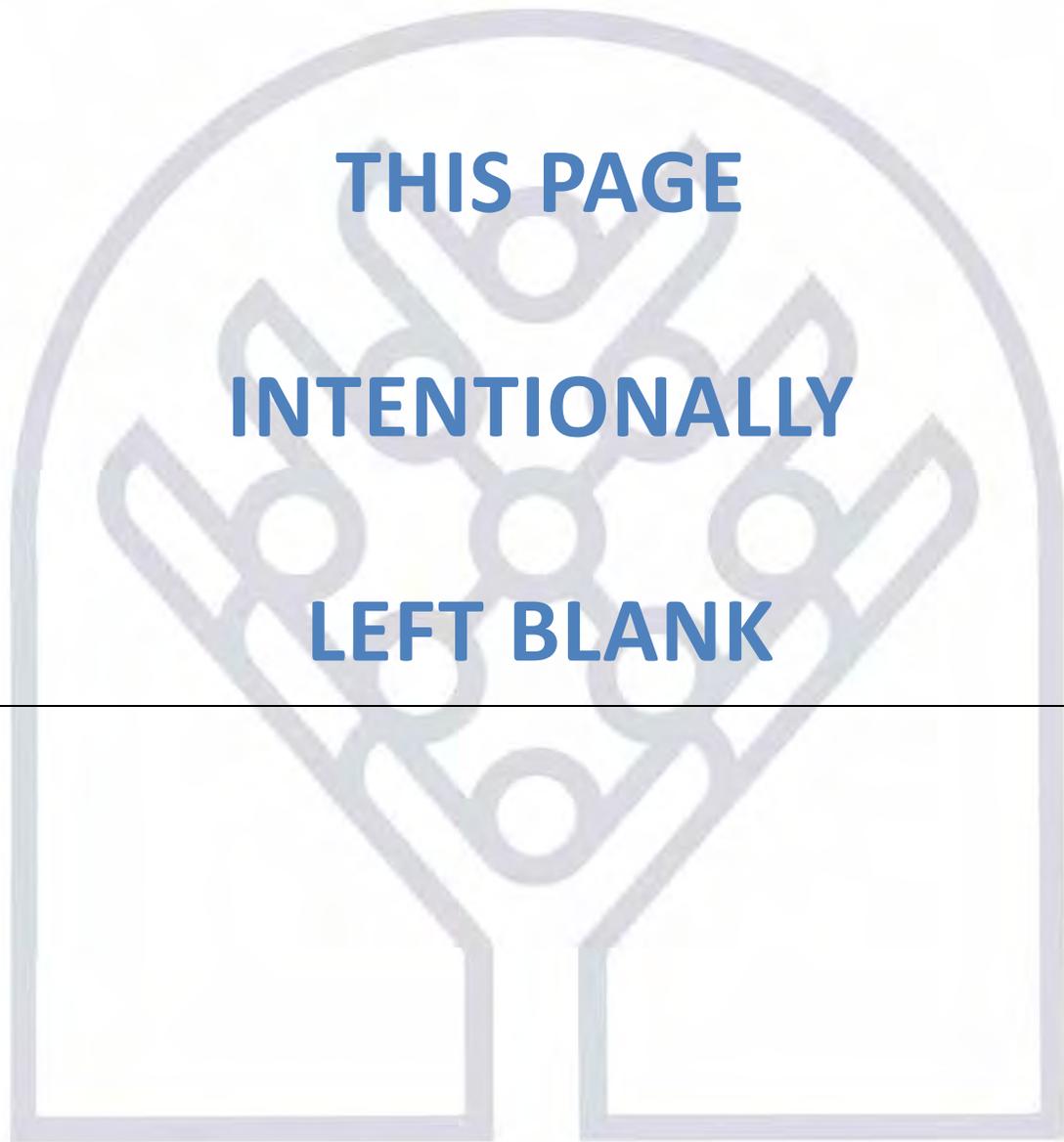
CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2012	\$ 475,000	\$ 166,012	\$ 641,012	2013	\$ 83,006	2013	\$ 83,006
2013	485,000	156,512	641,512	2014	78,256	2014	78,256
2014	500,000	146,812	646,812	2015	73,406	2015	73,406
2015	505,000	136,812	641,812	2016	68,406	2016	68,406
2016	520,000	126,712	646,712	2017	63,356	2017	63,356
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>\$ 6,580,000</u>	<u>\$ 1,237,599</u>	<u>\$ 7,817,599</u>		<u>\$ 618,799</u>		<u>\$ 618,800</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 046 - General Obligation Bond Series of 2011 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 284,398	\$ 384,097	\$ 639,597	\$ 639,597	\$ 641,013
Total Taxes		<u>284,398</u>	<u>384,097</u>	<u>639,597</u>	<u>639,597</u>	<u>641,013</u>
361.00-00	Interest on Investments	106	45	250	400	500
Total Investment Income		<u>106</u>	<u>45</u>	<u>250</u>	<u>400</u>	<u>500</u>
393.95-00	G. O. Bonds	-	7,030,000	-	-	-
393.96-00	Premium on Bonds	-	102,775	-	-	-
Total Other		<u>-</u>	<u>7,132,775</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 284,504</u>	<u>\$ 7,516,917</u>	<u>\$ 639,847</u>	<u>\$ 639,997</u>	<u>\$ 641,513</u>
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 375	\$ 122,920	\$ 250	\$ 500	\$ 500
Total Contractual Services		<u>375</u>	<u>122,920</u>	<u>250</u>	<u>500</u>	<u>500</u>
Total Operating Expenditures		<u>375</u>	<u>122,920</u>	<u>250</u>	<u>500</u>	<u>500</u>
11-03	Principal G.O. Bonds	-	-	450,000	450,000	475,000
11-04	Interest G.O. Bonds	278,474	278,474	189,597	189,597	166,013
Total Debt Service		<u>278,474</u>	<u>278,474</u>	<u>639,597</u>	<u>639,597</u>	<u>641,013</u>
14-00	Transfer to Escrow	-	7,000,000	-	-	-
Total Other Financial Uses		<u>-</u>	<u>7,000,000</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Other Expenditures		<u>278,474</u>	<u>7,278,474</u>	<u>639,597</u>	<u>639,597</u>	<u>641,013</u>
Total Expenditures and Other Financing Uses		<u>\$ 278,849</u>	<u>\$ 7,401,394</u>	<u>\$ 639,847</u>	<u>\$ 640,097</u>	<u>\$ 641,513</u>



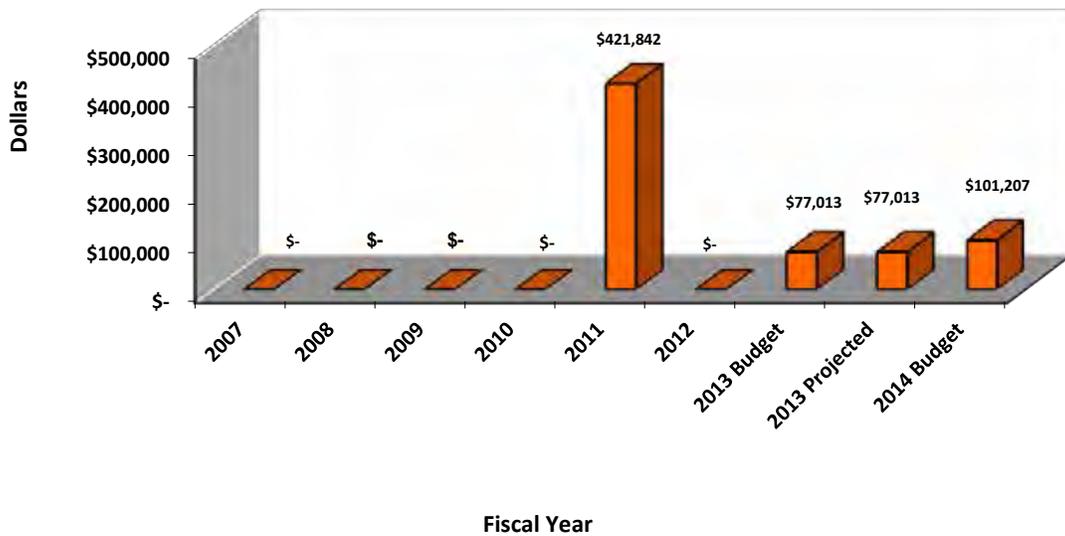
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Hanover Park

SPECIAL SERVICE AREA #6 FUND

The Special Service Area #6 Fund accounts for the financing of street improvements and scavenger service, for the Hanover Square multifamily housing units. Initial recourses were provided as an advance from the General Fund. Resources are provided by special service area property taxes.

Special Service Area #6 Fund Expenditures



2007 - 2012: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

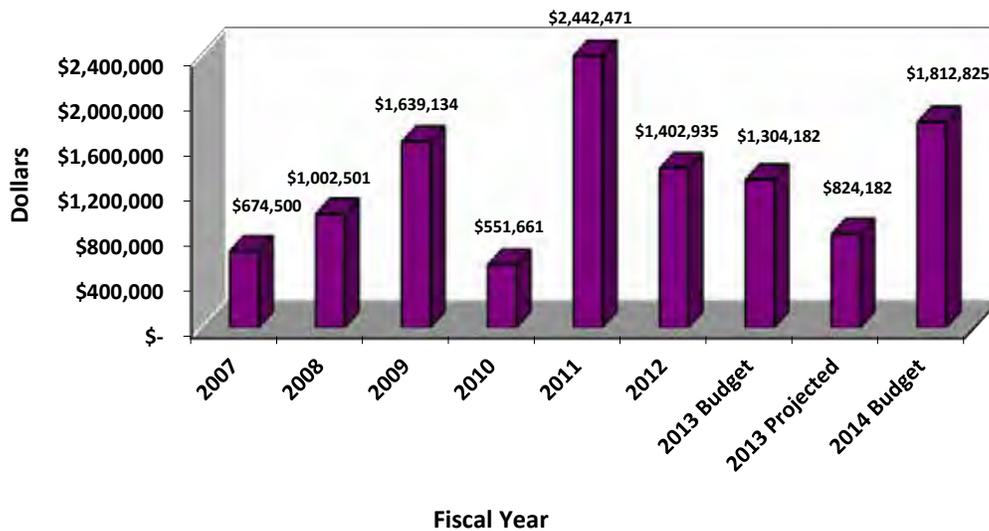
Fund 016 - Special Service Area #6 Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
311.90-00	Property Taxes	\$ -	\$ 123,472	\$ 77,013	\$ 77,013	\$ 77,013
Total Taxes		<u>-</u>	<u>123,472</u>	<u>77,013</u>	<u>77,013</u>	<u>77,013</u>
361.00-00	Interest on Investments	8	50	25	25	100
362.00-00	Net Change in Fair Value	28	-	-	-	-
Total Investment Income		<u>36</u>	<u>50</u>	<u>25</u>	<u>25</u>	<u>100</u>
399.00-00	Use of Fund Balance	-	-	-	-	24,094
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>24,094</u>
Total Revenues and Other Financing Sources		<u>\$ 36</u>	<u>\$ 123,522</u>	<u>\$ 77,038</u>	<u>\$ 77,038</u>	<u>\$ 101,207</u>
Expenditures and Other Financing Uses						
3-61	Consulting Services	\$ -	\$ -	\$ 37,000	\$ 37,000	\$ 37,000
Total Contractual Services		<u>-</u>	<u>-</u>	<u>37,000</u>	<u>37,000</u>	<u>37,000</u>
12-01	Transfer to General	-	-	40,013	40,013	64,207
Total Interfund Transfers		<u>-</u>	<u>-</u>	<u>40,013</u>	<u>40,013</u>	<u>64,207</u>
13-22	Impr Other Than Buildings	421,842	-	-	-	-
Total Capital Outlay		<u>421,842</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 421,842</u>	<u>\$ -</u>	<u>\$ 77,013</u>	<u>\$ 77,013</u>	<u>\$ 101,207</u>

GENERAL CAPITAL PROJECTS FUND

The General Capital Projects Fund accounts for the purchase of land, office equipment, furniture and other equipment, and for various capital improvements. Resources are provided by transfers from other funds.

General Capital Projects Fund Expenditures



2007 - 2012: Actual Expenditures

The General Capital Projects Fund was established in Fiscal Year 2003 to account for miscellaneous capital expenditures including land acquisition, furniture replacement and other equipment and improvements. Fiscal Year 2014 Capital requests will be funded with transfers from the General Fund and the Water & Sewer Fund.

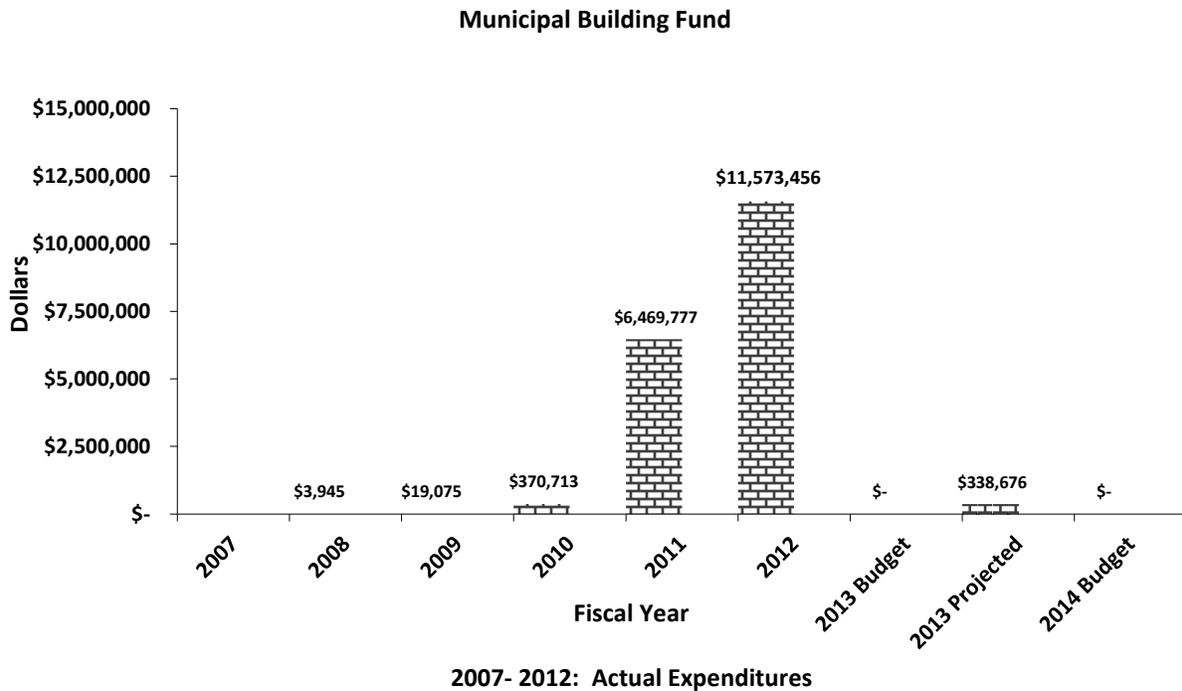
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2014

Fund 031- General Capital Projects Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 6,295	\$ 2,661	\$ 6,000	\$ 6,000	\$ -
362.00-00	Net Change in Fair Value	4,745	(2,409)	-	342	-
Total Investment Income		11,040	252	6,000	6,342	-
364.00-00	Rental Income	-	-	-	-	-
380.09-00	Reimb Expenditures - Misc	28,500	220,298	7,500	7,500	-
380.18-00	FEMA Grant	-	-	-	-	-
389.03-00	Miscellaneous Revenue	30,768	700	-	-	-
389.12-00	Veteran's Memorial	-	-	-	13,605	-
Total Miscellaneous Revenue		59,268	220,998	7,500	21,105	-
391.01-00	General Fund	637,154	1,038,079	978,432	750,432	1,211,075
391.50-00	Water/Sewer Fund	163,219	194,194	573,750	93,750	546,750
Total Interfund Transfers		800,373	1,232,273	1,552,182	844,182	1,757,825
399.00-00	Use of Fund Balance	-	-	-	-	55,000
Total Other		-	-	-	-	55,000
Total Revenues and Other Financing Sources		\$ 870,681	\$ 1,453,523	\$ 1,565,682	\$ 871,629	\$ 1,812,825
Expenditures and Other Financing Uses						
3-16	Property Taxes	\$ 100	\$ -	\$ -	\$ -	\$ -
Total Contractual Services		100	-	-	-	-
12-39	Transfer to Municipal Building	900,000	-	-	-	-
Total Interfund Transfers		900,000	-	-	-	-
13-11	Land	-	-	-	-	-
13-21	Buildings	117,210	75,895	190,000	190,000	130,000
13-22	Impr Other Than Buildings	811,476	288,302	327,000	327,000	118,000
13-31	Office Equipment	485,650	771,544	625,700	145,700	1,488,825
13-43	Other Equipment	128,035	267,194	161,482	161,482	76,000
Total Capital Outlay		1,542,371	1,402,935	1,304,182	824,182	1,812,825
Total Expenditures and Other Financing Uses		\$ 2,442,471	\$ 1,402,935	\$ 1,304,182	\$ 824,182	\$ 1,812,825

MUNICIPAL BUILDING FUND

The Municipal Building Fund is used to accumulate resources for the Police building construction project. Initial funding was provided by transfers from the General Fund. Remaining funding was provided by the issuance of the 2010 and 2010A Bonds and an additional transfer from the General Fund.



The construction of the new Police Station began FY 2011 and was completed in FY 2012. The Police Department started moving into the building at the end of February, 2012. Fiscal Year 2013 expenditures were carried over from Fiscal Year 2012. A budget amendment will be made near the end of Fiscal Year 2013 to account for the expenditures.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2014

Fund 039 - Municipal Building Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 19,159	\$ 8,421	\$ -	\$ -	\$ -
362.00-00	Net Change in Fair Value	3,849	2,002	-	-	-
Total Investment Income		<u>23,008</u>	<u>10,423</u>	-	-	-
380.06-00	Reimb Exp - Police Programs	-	150,000	-	-	-
391.01-00	Transfer from General Fund	-	1,109,213	-	-	-
391.31-00	Transfer from Capital Projects	900,000	-	-	-	-
393.95-00	GO Bonds	5,000,000	-	-	-	-
Total Other Financing Sources		<u>5,900,000</u>	<u>1,259,213</u>	-	-	-
Total Revenues and Other Financing Sources		<u>\$ 5,923,008</u>	<u>\$ 1,269,636</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Other Financing Uses						
3-61	Consulting Services	\$ 2,030	\$ -	\$ -	\$ -	\$ -
Total Contractual Services		<u>2,030</u>	-	-	-	-
Total Operating Expenditures		<u>2,030</u>	-	-	-	-
13-21	Building Improvements	6,427,747	11,573,456	-	338,676	-
Total Capital Outlay		<u>6,427,747</u>	<u>11,573,456</u>	-	<u>338,676</u>	-
14-01	Bond Discount	40,000	-	-	-	-
Total Expenditures and Other Financing Uses		<u>\$ 6,469,777</u>	<u>\$ 11,573,456</u>	<u>\$ -</u>	<u>\$ 338,676</u>	<u>\$ -</u>

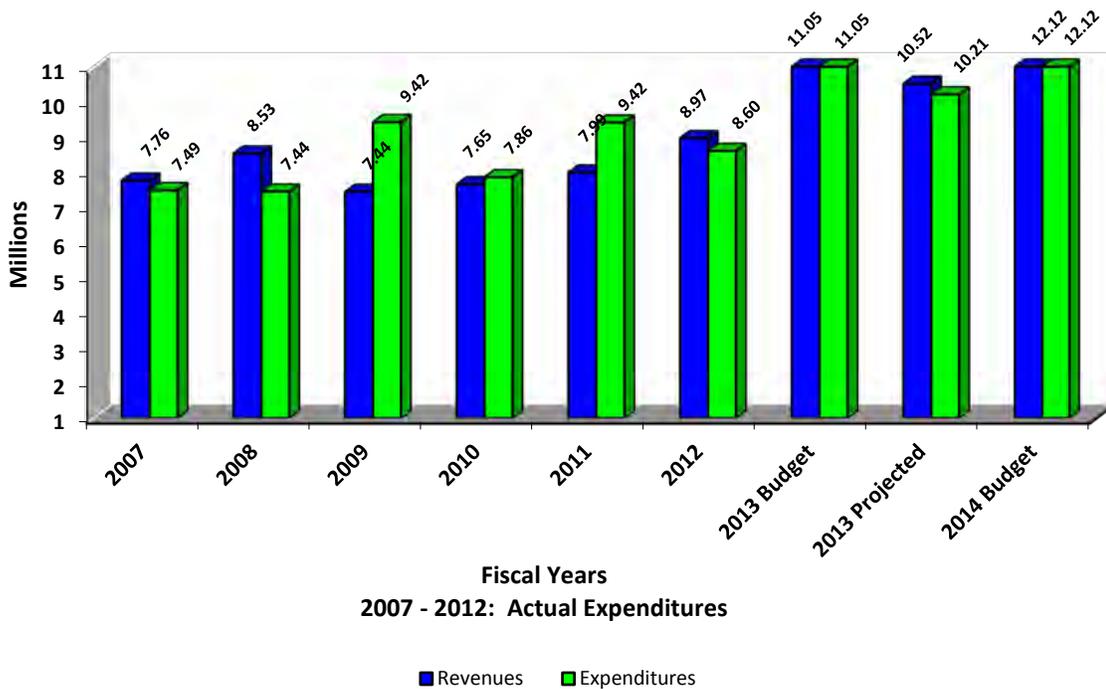
WATER AND SEWER FUND

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

Cost Control Centers

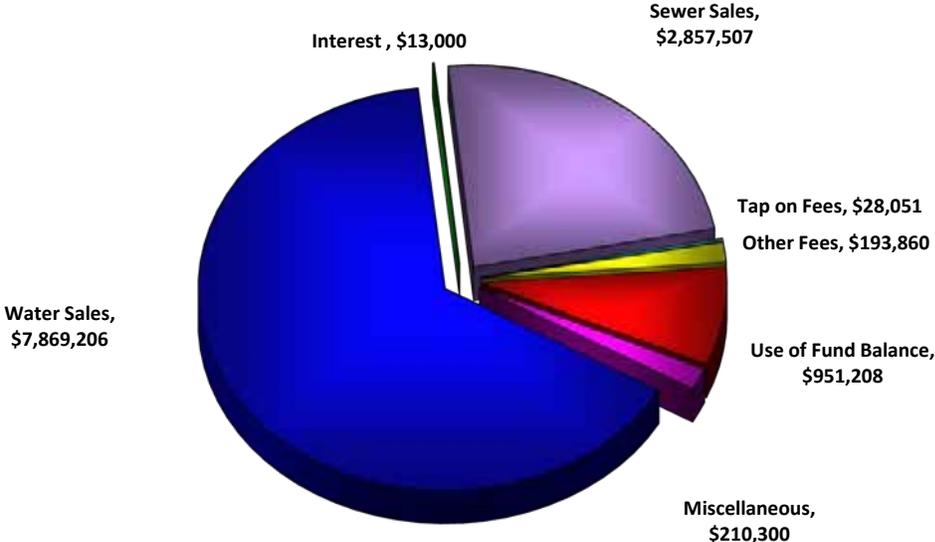
Administration	5010
Water Treatment	5020
Water Maintenance	5030
Water Meter Operations	5040
Sewage Treatment	5050
Sewer Maintenance	5060
Depreciation and Debt Service	5070

Water and Sewer Fund Revenues and Expenditures



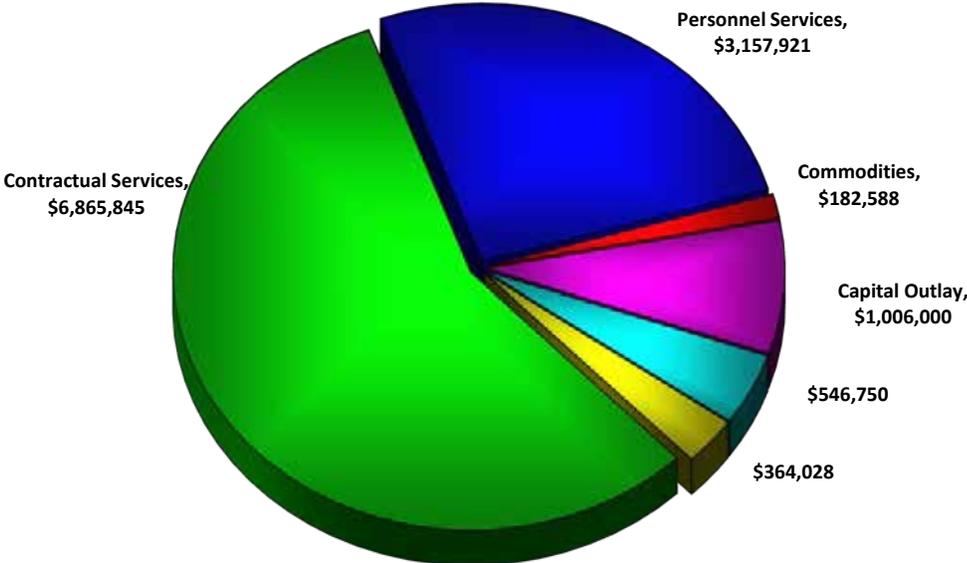
WATER AND SEWER FUND

Revenues by Category



Water and sewer sales account for 88.0% of the revenues in the Water and Sewer Fund.

Expenditures by Category



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
Budget Summary by Account
Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
321.07-00	Penalties on Licenses	\$ 1,843	\$ 2,020	\$ 1,800	\$ 1,800	\$ 1,800
321.10-00	Wastewater Discharge	3,000	3,000	3,000	3,000	-
Total Licenses and Permits		4,843	5,020	4,800	4,800	1,800
344.01-00	Water Sales-Cook Cty	2,414,500	2,692,382	3,493,397	3,493,397	3,955,499
344.02-00	Water Sales-DuPage Cty	2,382,427	2,724,100	3,540,425	3,540,425	3,913,707
345.01-00	Sewer Sales-Cook Cty	751,844	865,098	809,959	809,959	843,017
345.02-00	Sewer Sales-DuPage Cty	1,795,201	1,918,188	1,935,493	1,935,493	2,014,490
346.00-00	Water Penalties	181,500	186,407	190,400	190,400	192,300
347.01-00	Water Tap-On Fees-Cook	38,753	26,984	56,666	56,666	14,167
347.02-00	Water Tap-On Fees-DuPage	-	79,259	9,444	9,444	-
348.01-00	Sewer Tap-On Fees-Cook	37,978	26,445	55,532	55,532	13,884
348.02-00	Sewer Tap-On Fees-DuPage	-	72,817	9,254	9,254	-
349.01-00	Water Meters-Cook Cty	6,024	4,995	6,169	6,169	1,560
349.02-00	Water Meters-DuPage Cty	258	1,309	969	969	-
Total Charges for Services		7,608,485	8,597,984	10,107,708	10,107,708	10,948,624
361.00-00	Interest on Investments	17,824	8,577	13,000	13,000	13,000
362.00-00	Net Change in Fair Value	1,829	317	600	600	-
368.00-00	Declared IPBC Dividend	6,687	-	-	-	-
Total Investment Income		26,340	8,894	13,600	13,600	13,000
380.04-00	Reimb Exp-Property Damage	6,626	2,570	4,000	4,000	4,000
380.09-00	Reimb Exp-Miscellaneous	3,094	907	2,500	2,500	2,500
389.03-00	Miscellaneous Income	24,205	25,152	201,028	201,028	22,000
389.09-00	Leachate Treatment Rev	320,853	261,556	273,000	185,000	180,000
Total Miscellaneous		354,778	290,185	480,528	392,528	208,500
392.02-00	(Loss) - Sale of Capital Assets	(5,785)	(38,695)	-	-	-
392.04-00	Capital Contributions	-	102,105	-	-	-
399.00-00	Use of Fund Balance	-	-	442,790	-	951,208
Total Other		(5,785)	63,410	442,790	-	951,208
Total Revenues and Other Financing Sources		\$ 7,988,661	\$ 8,965,493	\$ 11,049,426	\$ 10,518,636	\$ 12,123,132

Expenditures and Other Financing Uses

1-11	Salaries-Regular	\$ 1,768,239	\$ 1,746,092	\$ 1,787,136	\$ 1,787,136	\$ 2,019,627
1-12	Salaries-Part Time	27,151	24,909	43,800	49,492	49,250
1-21	Overtime Compensation	109,405	115,107	94,469	106,000	97,069
1-27	Language Proficiency	-	-	1,000	-	-
1-28	On-Call Premium Pay	22,857	23,568	24,102	24,102	24,102
1-41	State Retirement	204,860	300,061	269,455	269,455	340,327
1-42	Social Security	146,231	142,877	151,459	151,459	173,370
1-44	Employee Insurance	386,173	373,393	392,869	392,869	416,538
1-45	Special Pension	7,879	8,035	7,410	7,410	8,816
1-46	Unempl Compensation	10,817	6,231	5,108	565	4,222
1-50	OPEB	36,369	9,785	24,600	24,600	24,600
Total Personal Services		2,719,981	2,750,058	2,801,408	2,813,088	3,157,921

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (Continued)						
2-11	Office Supplies	2,811	2,129	3,400	3,350	3,950
2-13	Memberships/ Subscriptions	12,330	12,160	12,730	12,500	10,750
2-14	Books/Publications/Maps	415	416	720	645	645
2-21	Gasoline & Lube	42,362	51,918	-	-	-
2-26	Bulk Chemicals	10,341	7,110	20,850	20,850	20,945
2-27	Materials & Supplies	88,687	108,019	109,201	102,376	109,882
2-28	Cleaning Supplies	1,115	1,979	2,340	2,340	2,404
2-29	Part & Access-Non Auto	49	104	7,400	7,400	7,400
2-31	Uniforms	5,291	5,827	3,900	4,050	4,050
2-33	Safety & Protective Equip	5,655	7,928	9,623	8,928	7,433
2-34	Small Tools	453	1,966	2,510	1,710	2,595
2-36	Photo Supplies	8	-	100	100	100
2-37	Resale Merchandise	7,845	5,182	13,135	9,000	12,434
Total Commodities		177,362	204,738	185,909	173,249	182,588
3-11	Telephone	35,013	52,007	36,336	37,533	71,714
3-12	Postage	33,640	33,876	37,850	40,178	39,530
3-13	Electricity	249,682	231,471	249,205	209,235	235,711
3-14	Natural Gas	14,507	21,381	10,520	8,015	9,222
3-21	Liability Insurance Program	415,461	292,330	235,720	143,474	266,930
3-32	M & R- Office Equipment	-	-	50	50	50
3-33	M & R- Comm Equipment	-	-	310	260	310
3-34	M & R- Buildings	18,001	24,112	39,045	33,495	47,695
3-35	M & R- Streets & Bridges	9,997	4,728	13,000	13,000	13,000
3-36	Maintenance Agreements	45,291	51,846	58,821	58,821	70,893
3-37	M & R- Other Equipment	5,507	8,876	15,560	8,050	19,360
3-41	M & R- Sewage Treat Plant	69,925	81,687	74,500	74,500	85,500
3-42	M & R- Sewer Lines	12,266	10,820	22,000	22,000	22,000
3-43	M & R- Wells	117,517	(3,778)	3,500	25,400	10,500
3-44	M & R- Water Mains	17,355	1,455	12,000	27,554	13,500
3-45	M & R- Water Tanks	202,618	5,159	255,800	195,000	137,000
3-46	M & R- Water Meters	-	699	2,000	2,000	2,000
3-51	Equipment Rentals	92,556	197,329	158,539	158,339	158,956
3-52	Vehicle Maint & Replace	367,889	238,000	274,593	274,593	537,628
3-61	Consulting Services	14,811	7,240	15,000	10,000	23,000
3-63	Auditing Services	9,996	16,891	11,454	10,824	12,548
3-64	Engineering Services	107,056	30,167	304,000	212,000	304,000
3-65	Medical Examinations	-	-	300	300	300
3-68	Uniform Rental	-	-	2,600	2,600	3,000
3-69	Testing Services	26,173	22,517	22,500	23,500	29,150
3-70	Binding & Printing	24,091	22,971	25,208	25,208	23,408
3-71	Schools, Conf, Meetings	1,822	1,745	7,150	7,400	7,000
3-72	Transportation	111	52	590	510	210
3-82	JAWA-Fixed Cost	522,971	660,565	650,000	799,944	947,932
3-89	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500
3-93	Depreciation	315,418	877,463	845,000	930,111	965,917
3-96	Collection Services	460	921	900	900	900
3-97	JAWA-Operating Costs	2,203,817	2,254,256	2,762,931	2,762,931	2,762,931
3-99	Miscellaneous Expense	18,193	22,972	20,850	25,734	26,550
Total Contractual Services		4,969,644	5,187,258	6,185,332	6,160,959	6,865,845
Total Operating Expenditures		7,866,987	8,142,054	9,172,649	9,147,296	10,206,354

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2014

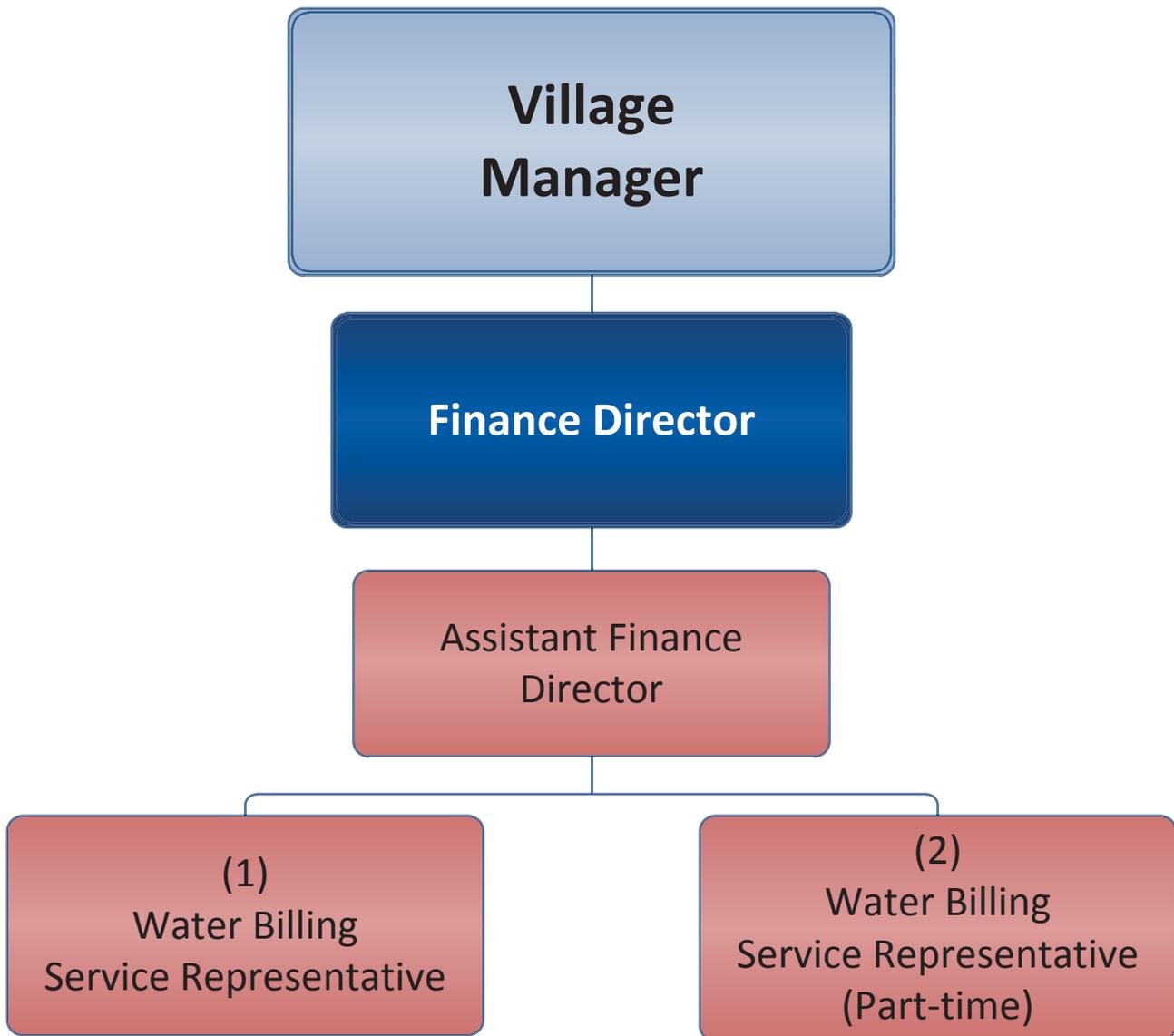
Fund 050 - Water and Sewer Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (Continued)						
11-18	Principal-IEPA Loan	-	-	313,606	313,606	322,309
11-21	Interest-IEPA Loan	65,979	55,759	50,421	50,421	41,719
Total Debt Service		65,979	55,759	364,027	364,027	364,028
12-31	Transfer to General Capital	163,219	194,194	573,750	93,750	546,750
Total Interfund Transfers		163,219	194,194	573,750	93,750	546,750
13-21	Buildings	-	-	-	-	17,000
13-22	Impr Other Than Buildings	-	-	-	-	12,000
13-31	Office Equipment	-	3,300	-	-	-
13-43	Other Equipment	-	-	98,000	98,000	50,000
13-61	Sewage Treatment Plant	36,072	48,858	120,000	20,000	75,000
13-62	Sewer Lines	50,400	103,970	350,000	150,000	240,000
13-72	Water Mains	-	54,217	371,000	341,000	600,000
13-73	Water Wells	-	-	-	-	12,000
Total Capital Outlay		86,472	210,345	939,000	609,000	1,006,000
Total Other Expenditures		315,670	460,298	1,876,777	1,066,777	1,916,778
Total Expenditures and Other Financing Uses		\$ 8,182,657	\$ 8,602,352	\$ 11,049,426	\$ 10,214,073	\$ 12,123,132

VILLAGE OF HANOVER PARK, ILLINOIS
 Expenditure Budget Summary by Department
 Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Cost Center	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
5010	Administration	\$ 1,660,976	\$ 1,564,235	\$ 1,513,675	\$ 1,425,024	\$ 1,826,398
5020	Water Treatment	2,916,803	2,745,286	3,653,551	3,546,283	3,584,197
5030	Water Maintenance	437,313	523,240	843,258	835,862	1,169,601
5040	Water Meter Operations	180,177	190,657	200,133	195,538	220,705
5050	Sewage Treatment	903,620	1,211,981	1,472,078	1,293,080	1,522,728
5060	Sewer Maintenance	504,645	578,972	933,954	730,454	974,876
5070	Depreciation/Debt Service	1,579,123	1,787,981	2,432,777	2,187,832	2,824,627
Total Water and Sewer Fund		\$ 8,182,657	\$ 8,602,352	\$ 11,049,426	\$ 10,214,073	\$ 12,123,132



WATER AND SEWER FUND 5010 - ADMINISTRATION

GOALS

Coordinate the financial activity of the Water and Sewer Fund under the direction of the Village Manager.

DESCRIPTION OF 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 service on a bimonthly basis, collection of amounts billed and maintenance of customer account records. This department also handles customer inquiries regarding water and sewer accounts.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2008	2009	2010	2011	2012
Number of Water Bills:					
Original Bills	62,892	62,511	62,314	62,289	61,509
First Late Notice	16,095	16,950	16,296	17,961	17,177
Second Late Notice	6,134	6,951	7,069	8,128	8,379
Turn Offs	1,248	1,172	966	931	835
Final Bills	1,194	1,190	1,285	1,161	1,333
Work Orders Requested	6,781	6,479	6,363	7,116	6,926

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

III. Is fiscally responsible and transparent

1. Seek additional training opportunities for accounting staff. (First through Fourth Quarters)

Completed training of new part time Water Billing Representatives.

2. Cross train employees with the Village Service Representatives. (First & Second Quarter)

All Water Billing Representatives are trained on the Village Service Representative duties.

3. Continue to investigate the use of an electronic lockbox that would eliminate the large volume of paper checks received when residents pay their water bills from their banks online payment system. (First and Second Quarter)

This objective is on hold until the implementation of new financial reporting software that is better able to allow for the use of lockbox processing.

4. Update and streamline the bankruptcy and foreclosure process for water billing accounts. (Third Quarter)

This was completed in the current fiscal year.

ADDITIONAL ACCOMPLISHMENTS

1. Implemented a new program providing elderly and disabled residents who are enrolled in the Illinois Circuit Breaker program with a discount on their Water Bill.
2. Successfully implemented a change in the Water Billing structure.

2013-2014 OBJECTIVES

III. Is fiscally responsible and transparent

1. Seek additional training opportunities for accounting staff. (First through Fourth Quarters)
2. Begin to work towards the successful implementation of a new utility billing software system.

VILLAGE OF HANOVER PARK, ILLINOIS

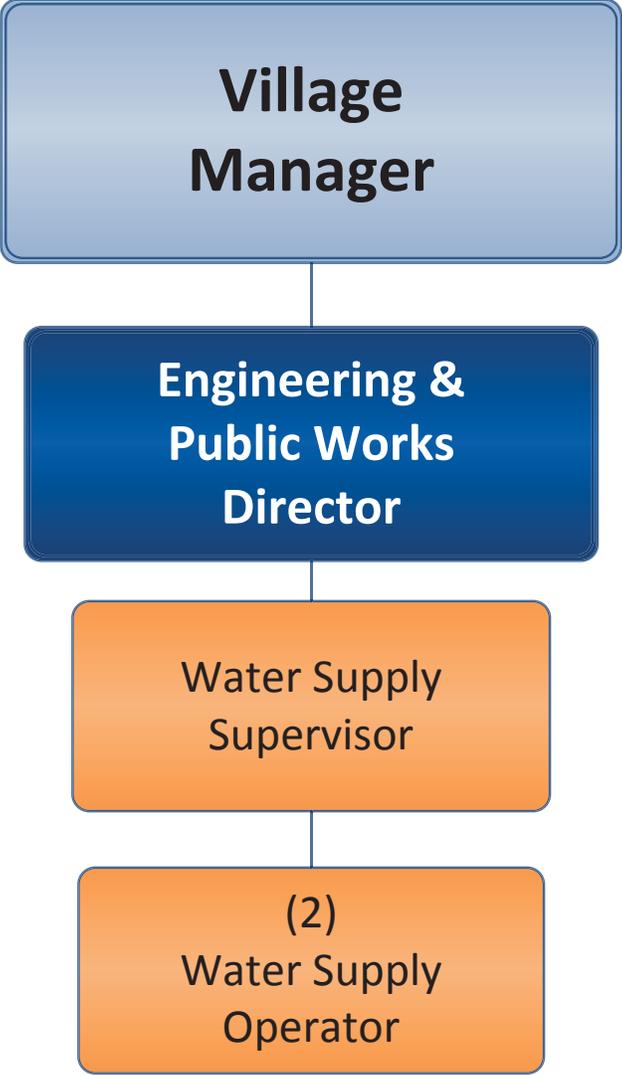
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5010 - Water & Sewer Administration

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 732,792	\$ 740,060	\$ 722,020	\$ 722,020	\$ 880,400
1-12	Salaries-Part Time	8,607	7,477	19,564	19,564	24,778
1-21	Salaries-Overtime	5,956	18,394	7,000	14,531	9,600
1-27	Language Proficiency	-	-	1,000	-	-
1-28	On-Call Premium Pay	266	266	-	-	-
1-41	State Retirement	78,519	120,296	103,233	103,233	142,095
1-42	Social Security	55,008	55,844	59,271	59,271	75,512
1-44	Employee Insurance	153,913	133,371	142,971	142,971	157,321
1-45	Special Pension	7,879	8,035	7,410	7,410	8,816
1-46	Unempl Compensation	10,817	6,231	5,108	565	4,222
1-50	OPEB	36,369	9,785	24,600	24,600	24,600
Total Personal Services		1,090,126	1,099,759	1,092,177	1,094,165	1,327,344
2-11	Office Supplies	1,989	1,487	2,025	2,025	2,575
2-13	Memberships/Subscriptions	4,744	4,847	5,080	4,960	3,165
2-14	Books/Publications/Maps	415	416	500	425	425
2-31	Uniforms	-	-	-	150	150
Total Commodities		7,148	6,750	7,605	7,560	6,315
3-11	Telephone	10,140	26,527	21,000	21,000	41,580
3-12	Postage	30,853	31,113	34,710	37,188	36,510
3-14	Natural Gas	-	777	-	-	-
3-21	Liability Insurance Program	415,461	292,330	235,720	143,474	266,930
3-36	Maintenance Agreements	32,046	29,812	43,182	43,182	55,107
3-51	Equipment Rentals	8,661	7,744	8,289	8,289	8,706
3-61	Consulting Services	14,811	7,240	15,000	10,000	23,000
3-63	Auditing Services	9,996	16,891	11,454	10,824	12,548
3-70	Printing & Binding	22,482	21,362	21,708	21,708	19,908
3-71	Schools/Conf/Meetings	513	-	1,000	1,000	1,000
3-72	Transportation	86	37	80	-	-
3-96	Collection Services	460	921	900	900	900
3-99	Miscellaneous Expense	18,193	22,972	20,850	25,734	26,550
Total Contractual Services		563,702	457,726	413,893	323,299	492,739
Total Operating Expenditures		1,660,976	1,564,235	1,513,675	1,425,024	1,826,398
Total Water & Sewer Administration		\$ 1,660,976	\$ 1,564,235	\$ 1,513,675	\$ 1,425,024	\$ 1,826,398



WATER AND SEWER FUND

5020 - WATER TREATMENT

GOALS

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 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Implement recommended security measures at water facilities. (Fourth quarter)

Ongoing. Completed additional security improvement to Well #4 south reservoir.

II. Offers convenience through technology

2. Develop a scope of changes to improve and upgrade the Supervisory Control and Data Acquisition System (SCADA) System. (Third quarter)

This objective will not be completed and will be carried into FY14.

III. Is fiscally responsible and transparent

3. Rehab the ground storage reservoir south tank at Well #4 Lake Street Pump Station. (Third quarter)

Completed fourth quarter.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

1. Implement recommended security measures at water facilities. (Fourth quarter)

II. Offers convenience through technology

2. Develop a scope of changes to improve and upgrade the SCADA System. (Third quarter)

III. Is fiscally responsible and transparent

3. To improve safety when entering Schick Road Pump Station by relocated main entrance gate away from roadway. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 219,741	\$ 209,519	\$ 230,110	\$ 230,110	\$ 233,763
1-21	Salaries-Overtime	26,360	23,383	20,570	20,570	20,570
1-28	On-Call Premium Pay	6,066	6,120	6,462	6,462	6,462
1-41	State Retirement	28,227	38,234	36,521	36,521	41,401
1-42	Social Security	20,053	18,278	19,870	19,870	19,951
1-44	Employee Insurance	35,166	36,318	37,116	37,116	35,282
Total Personal Services		335,613	331,852	350,649	350,649	357,429
2-11	Office Supplies	206	112	325	325	325
2-13	Memberships/Subscriptions	369	244	350	350	350
2-14	Books/Publications/Maps	-	-	150	150	150
2-21	Gasoline & Lube	3,364	4,935	-	-	-
2-26	Bulk Chemicals	2,515	378	2,925	2,925	2,880
2-27	Materials & Supplies	9,399	10,445	20,975	15,000	20,805
2-28	Cleaning Supplies	-	-	320	320	320
2-31	Uniforms	340	498	700	700	700
2-33	Safety & Protective Equip	2,989	2,360	5,195	4,500	3,120
2-34	Small Tools	109	101	150	150	150
2-36	Photo Supplies	8	-	50	50	50
Total Commodities		19,299	19,073	31,140	24,470	28,850
3-11	Telephone	12,213	10,282	14,736	14,736	14,736
3-12	Postage	1,926	2,039	2,140	2,140	2,020
3-13	Electricity	80,283	59,789	69,065	60,088	66,138
3-14	Natural Gas	11,577	18,446	7,470	5,809	6,478
3-32	M & R- Office Equipment	-	-	50	50	50
3-33	M & R- Comm Equipment	-	-	50	50	50
3-34	M & R- Buildings	1,456	5,238	21,550	16,000	31,400
3-36	Maintenance Agreements	12,035	12,996	13,439	13,439	13,586
3-37	M & R- Other Equipment	3,970	3,964	14,510	7,000	18,310
3-43	M & R- Wells	117,517	(3,778)	3,500	25,400	10,500
3-45	M & R- Water Tanks	62,518	5,159	255,800	195,000	137,000
3-51	Equipment Rentals	-	-	50	50	50
3-52	Vehicle Maint & Replace	14,941	9,520	12,071	12,071	23,419
3-64	Engineering Services	29,950	4,613	50,000	12,000	50,000
3-65	Medical Examinations	-	-	300	300	300
3-69	Testing Services	7,869	9,983	9,000	9,000	14,850
3-70	Binding & Printing	1,609	1,609	3,500	3,500	3,500
3-71	Schools/Conf/Meetings	210	245	1,450	1,450	1,450
3-72	Transportation	-	-	150	150	150
3-97	JAWA-Operating Costs	2,203,817	2,254,256	2,762,931	2,762,931	2,762,931
Total Contractual Services		2,561,891	2,394,361	3,241,762	3,141,164	3,156,918
Total Operating Expenditures		2,916,803	2,745,286	3,623,551	3,516,283	3,543,197

VILLAGE OF HANOVER PARK, ILLINOIS

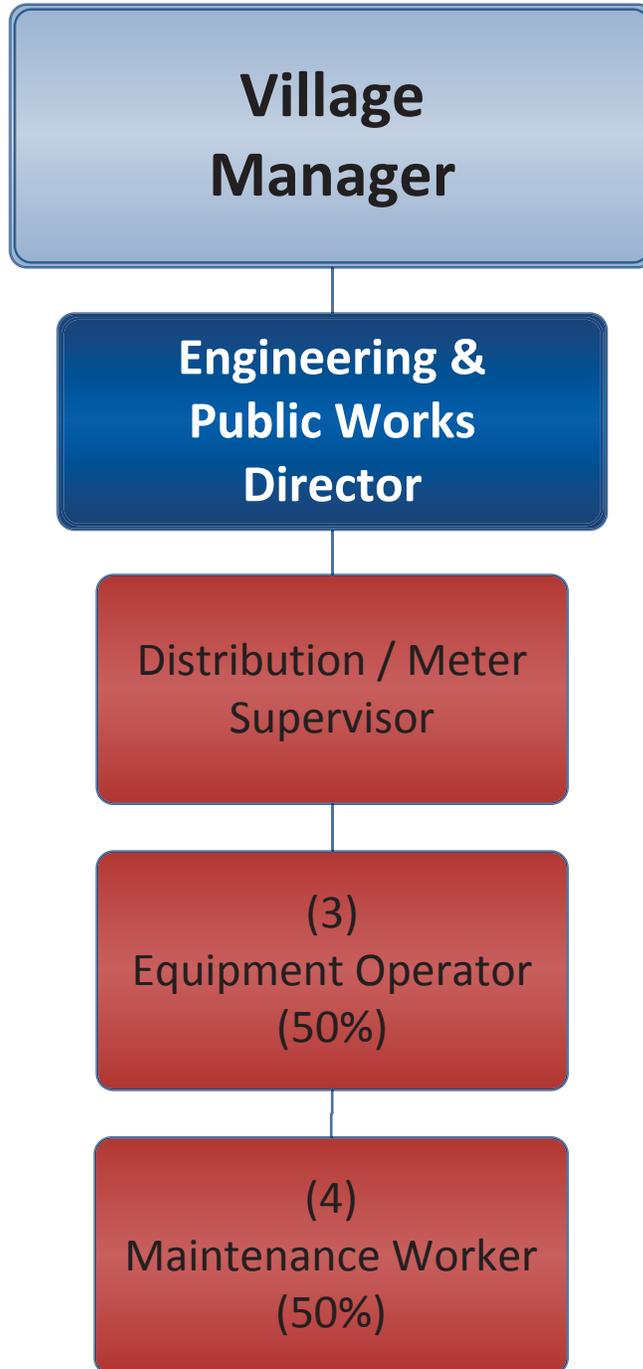
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures (Continued)						
13-21	Buildings	-	-	-	-	17,000
13-22	Improvements other than Bldgs	-	-	-	-	12,000
13-43	Other Equipment	-	-	30,000	30,000	-
13-73	Water Wells	-	-	-	-	12,000
Total Capital Outlay		-	-	30,000	30,000	41,000
Total Other Expenditures		-	-	30,000	30,000	41,000
Total Water Treatment		\$ 2,916,803	\$ 2,745,286	\$ 3,653,551	\$ 3,546,283	\$ 3,584,197



WATER AND SEWER FUND 5030 - WATER MAINTENANCE

GOALS

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 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 1,475 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	2008	2009	2010	2011	2012
Miles of Water Mains	111.78	112.05	112.35	112.35	112.35
Number of Fire Hydrants	1,464	1,469	1,474	1,475	1,475
Number of System Valves	1,519	1,524	1,529	1,530	1,530
B-Box (clean, locate, repair)	1,117	427	186	336	198
Gate/Auxiliary Valves (clean, locate, repair)	42	12	20	45	30
Water Main Breaks	49	37	38	51	74
Water Main Breaks - Possible	33	27	45	49	73
JULIE Locates	3,438	4,343	2,559	2,118	4,445
B-Box - Installation	0	5	7	3	0
Hydrants Flushed	1,463	1,462	1,474	1,526	1,569
Hydrants Painted	21	0	0	613	5
Hydrants Repaired	135	217	53	144	67
Yard Preparation - hours	562	635	1,248	1,313	1,540
Yard Repairs - Square Yards	7,518	11,000	10,499	8,641	11,125

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

- 1. Water main replacement. (Second quarter)

DuPage County:

500 Feet	Unit Court	(Valve #2306 to Valve #2326)
350 Feet	Gardner Court	(Valve #2304 to Valve #2328)
450 Feet	Turner Lane	(Valve #2356 to Valve #2558)

Completed third quarter.

- 2. Sandblast and paint fire hydrants in DuPage County. (Second quarter)

Completed third quarter.

ADDITIONAL ACCOMPLISHMENTS

- 1. Completed yard restoration for Engineering Department, snow plow damage for Street Department, and after tree removal for Forestry Department.
- 2. Assisted Forestry Division with brush pickup cycles.
- 3. Assisted Street Division with snow and ice removal operations.
- 4. Completed inspection and maintenance of all air pressure relief valves.
- 5. Continued to repair b-boxes in Cook and DuPage Counties that were found to have an offset or broken column

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business

- 1. Water main replacement. (Second quarter)

Cook County:

300 Feet	Church Street	(Park Avenue to Evergreen Avenue)
600 Feet	Walnut Avenue	(Center Avenue to East Avenue)
550 Feet	Walnut Avenue	(Edgebrook Lane to Hawthorne Lane)

DuPage County:

300 Feet	Gable Court
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VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

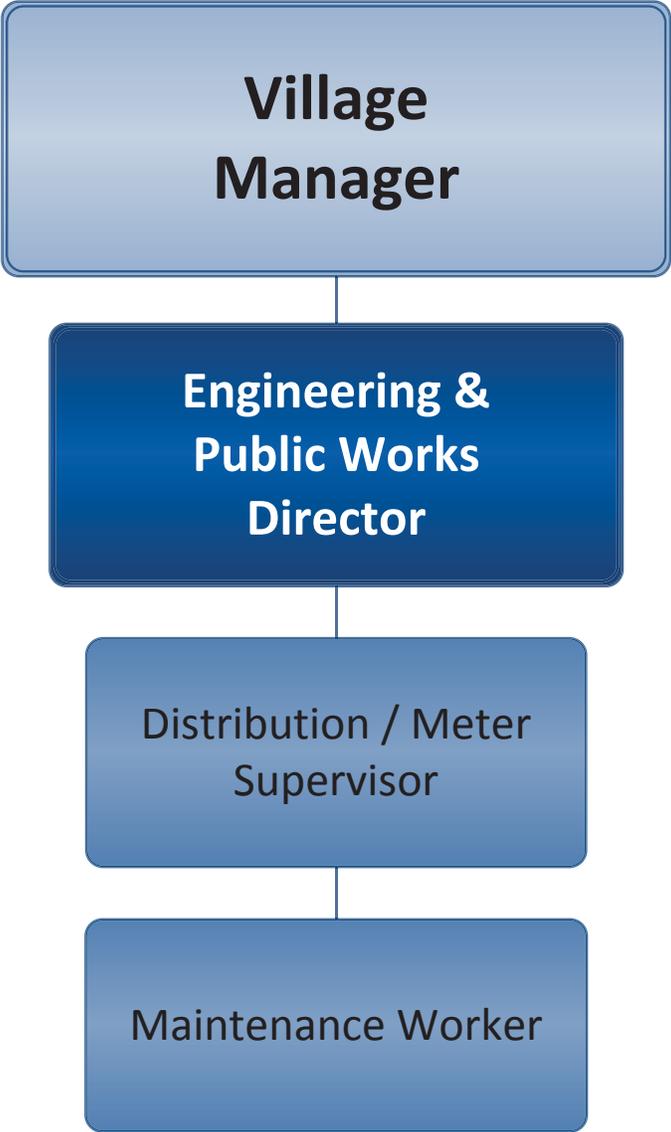
Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5030 - Water Maintenance

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 200,032	\$ 195,713	\$ 198,574	\$ 198,574	\$ 202,701
1-12	Salaries-Part Time	1,790	4,422	6,059	6,059	6,118
1-21	Salaries-Overtime	34,428	30,871	30,000	34,000	30,000
1-28	On-Call Premium Pay	3,129	3,994	2,200	2,200	2,200
1-41	State Retirement	25,807	37,019	32,910	32,910	37,601
1-42	Social Security	18,474	18,143	18,366	18,366	18,588
1-44	Employee Insurance	43,082	43,866	44,831	44,831	42,325
Total Personal Services		326,742	334,028	332,940	336,940	339,533
2-13	Memberships/Subscriptions	140	200	130	130	65
2-21	Gasoline & Lube	11,874	11,818	-	-	-
2-27	Materials & Supplies	44,690	45,351	37,350	40,000	37,350
2-31	Uniforms	289	640	900	900	900
2-33	Safety & Protective Equip	476	1,006	960	960	960
2-34	Small Tools	115	1,731	1,800	1,000	1,885
2-36	Photo Supplies	-	-	20	20	20
Total Commodities		57,584	60,746	41,160	43,010	41,180
3-33	M & R- Comm Equipment	-	-	150	150	150
3-35	M & R- Streets & Bridges	9,997	3,224	10,000	10,000	10,000
3-37	M & R- Other Equipment	246	304	400	400	400
3-44	M & R- Water Mains	17,355	1,455	12,000	27,554	13,500
3-51	Equipment Rentals	-	-	200	-	200
3-52	Vehicle Maint & Replace	20,982	66,640	70,808	70,808	158,838
3-69	Testing Services	4,282	2,380	3,500	4,500	4,300
3-71	Schools/Conf/Meetings	125	246	1,100	1,500	1,500
Total Contractual Services		52,987	74,249	98,158	114,912	188,888
Total Operating Expenditures		437,313	469,023	472,258	494,862	569,601
13-72	Water Mains	-	54,217	371,000	341,000	600,000
Total Capital Outlay		-	54,217	371,000	341,000	600,000
Total Other Expenditures		-	54,217	371,000	341,000	600,000
Total Water Maintenance		\$ 437,313	\$ 523,240	\$ 843,258	\$ 835,862	\$ 1,169,601

5040 – Water Meter Operations



WATER AND SEWER FUND

5040 - WATER METER OPERATIONS

GOALS

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 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.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2008	2009	2010	2011	2012
Water Meters Read	68,140	66,798	66,861	69,019	67,094
Water Meters Replaced (5/8 x 3/4)	29	32	62	58	14
Water Meter Service Requests	5,870	6,266	6,139	6,493	6,050
Water Turn On/Off	3,066	2,767	2,419	5,899	2,612
Install R900 Radios	81	85	144	131	116
Meter Repair/Cable/Register/Reseal Meter	293	305	445	285	272
Meter Checks - High Water Bill	175	150	135	152	208

Description of Measurement	2008	2009	2010	2011	2012
Meter Leaking	33	20	34	18	19
Meters Tested	138	117	45	91	167
Meters Tested/High Billing	1	3	7	1	2
No Water - Frozen Service/Low Pressure	19	23	7	10	5
Replace Meters - Frozen/Broken Bottom	24	62	32	31	17
Replace Meters - Test/High Bill	1	2	3	0	2
Seal New Meters/Install RF900-New Construction	12	11	13	8	17
Service Status	1,149	937	1,008	1,053	744
Tags – Red	71	6	217	20	6
Tags - Service/Deposit	1,923	1875	1,732	1,953	1,843
Tags - Theft of Service	78	64	71	26	58

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technologies

1. Improve the efficiency of the customer service request process. (Fourth quarter)

Ongoing.

III. Is fiscally responsible and transparent

2. Installation of meters and radios in new construction. (Fourth quarter)

Ongoing.

3. Continue improving the efficiency and accuracy of the entire water meter testing process including rebuilding, high bill, etc. (Fourth quarter)

Ongoing.

2013 - 2014 OBJECTIVES

II. Offers convenience through technologies

1. Improve the efficiency of the customer service request process. (Fourth quarter)

III. Is fiscally responsible and transparent

2. Installation of meters and radios in new construction. (Fourth quarter)

3. Continue improving the efficiency and accuracy of the entire water meter testing process including rebuilding, high bill, etc. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

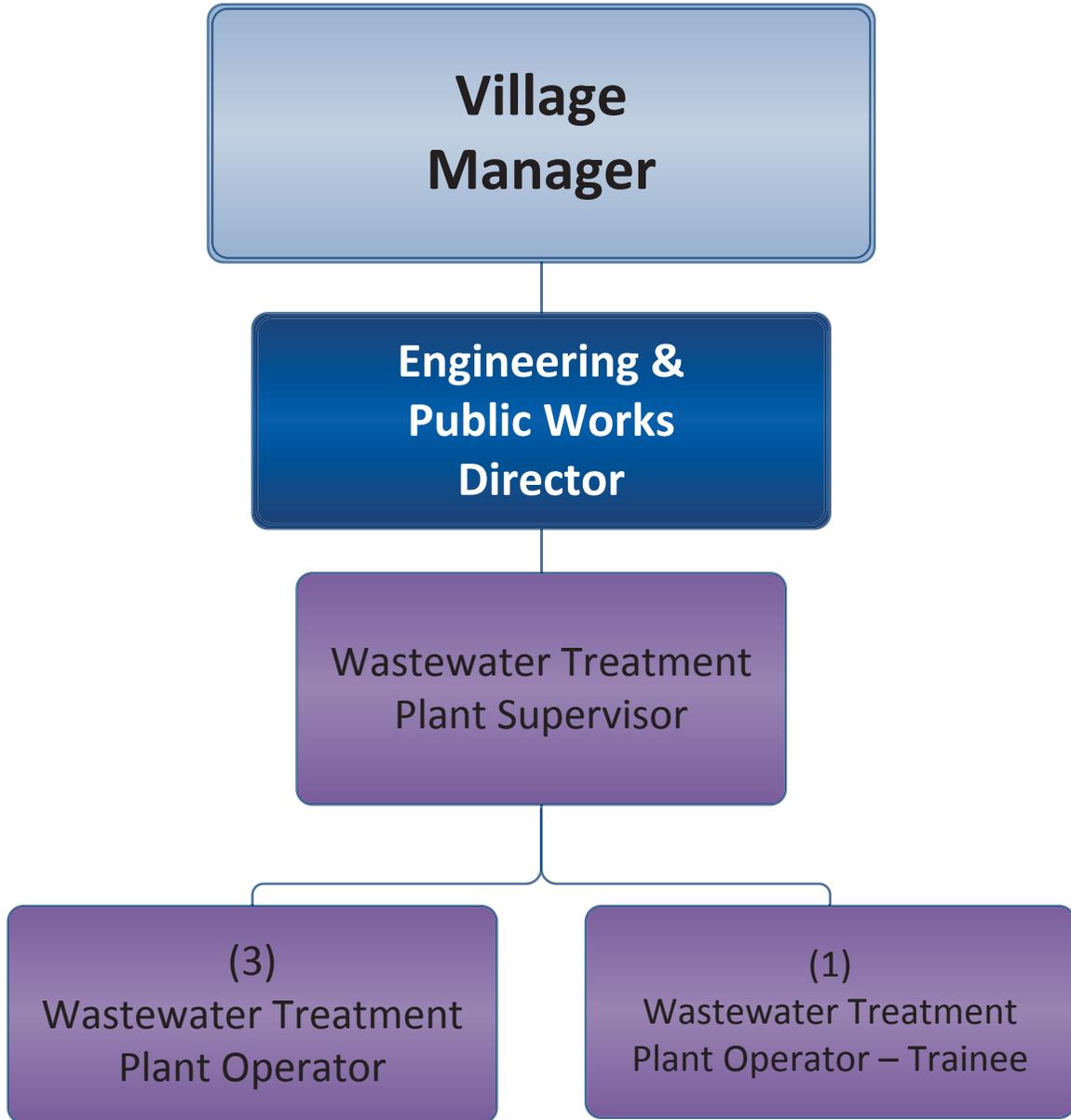
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5040 - Water Meter Operations

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 86,568	\$ 94,484	\$ 95,905	\$ 95,905	\$ 98,134
1-21	Salaries-Overtime	6,225	6,476	9,000	9,000	9,000
1-28	On-Call Premium Pay	6,563	6,761	7,000	7,000	7,000
1-41	State Retirement	11,480	17,337	15,779	15,779	18,119
1-42	Social Security	8,187	8,380	8,561	8,561	8,731
1-44	Employee Insurance	9,560	10,032	10,371	10,371	10,132
Total Personal Services		128,583	143,470	146,616	146,616	151,116
2-11	Office Supplies	234	113	650	600	650
2-13	Memberships/Subscriptions	65	133	310	200	310
2-21	Gasoline & Lube	7,030	10,033	-	-	-
2-27	Materials & Supplies	16,591	11,815	18,996	18,996	20,547
2-31	Uniforms	552	360	600	600	600
2-33	Safety & Protective Equip	230	297	450	450	335
2-34	Small Tools	164	-	150	150	150
2-36	Photo Supplies	-	-	20	20	20
2-37	Resale Merchandise	7,845	5,182	13,135	9,000	12,434
Total Commodities		32,711	27,933	34,311	30,016	35,046
3-11	Telephone	456	456	600	600	600
3-12	Postage	45	30	200	50	200
3-36	Maintenance Agreements	-	6,139	-	-	-
3-37	M & R- Other Equipment	-	-	100	100	100
3-46	M & R- Water Meters	-	699	2,000	2,000	2,000
3-52	Vehicle Maint & Replace	18,292	11,900	16,006	16,006	31,493
3-71	Schools/Conf/Meetings	90	30	300	150	150
Total Contractual Services		18,883	19,254	19,206	18,906	34,543
Total Water Meter Operations		\$ 180,177	\$ 190,657	\$ 200,133	\$ 195,538	\$ 220,705



WATER AND SEWER FUND

5050 - SEWAGE TREATMENT

GOALS

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 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.

2012 - 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business

1. Continue Zinc program, permitting process, and research of other options. (Fourth quarter)

Ongoing.

2. Complete National Pollution Discharge Effluent System (NPDES) and sludge permitting process for STP 1. (Second quarter)

Completed second quarter.

3. Replace grating on comminutor channel. (Third quarter)

Completed second quarter.

III. Is fiscally responsible and transparent

4. Install fixed capacitors on three 100hp blowers at Sewage Treatment Plant (STP) 1 to reduce energy consumption. (Second quarter)

Completed second quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Installed phase monitors at Turnberry, Northway and Plum Tree Lift Stations.
2. Painted motor control room ceilings.
3. Installed new SCADA UPS at all Lift Stations.
4. Painted clarifier #3 bridge way and coal-tarred steel structure at bottom of tank.
5. Installed drop manhole deflector in wet well at STP 1.

2013 - 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Continue Zinc program and permitting process in the Turnberry Industrial Park. (Fourth quarter)
2. Continue industrial sampling and testing in the Turnberry Industrial Park. (Fourth quarter)
3. Continue to work on reducing energy usage at STP 1. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 324,360	\$ 306,279	\$ 341,953	\$ 341,953	\$ 401,928
1-12	Salaries-Part Time	-	2,572	-	5,692	-
1-21	Salaries-Overtime	30,982	31,723	22,899	22,899	22,899
1-28	On-Call Premium Pay	6,262	6,211	6,240	6,240	6,240
1-41	State Retirement	38,446	54,703	51,627	51,627	67,479
1-42	Social Security	27,288	25,962	28,010	28,010	32,976
1-44	Employee Insurance	101,368	105,996	112,749	112,749	129,153
Total Personal Services		528,706	533,446	563,478	569,170	660,675
2-11	Office Supplies	382	417	400	400	400
2-13	Memberships/Subscriptions	7,012	6,736	6,860	6,860	6,860
2-14	Books/Publications/Maps	-	-	70	70	70
2-21	Gasoline & Lube	7,582	8,364	-	-	-
2-26	Bulk Chemicals	7,826	6,732	17,925	17,925	18,065
2-27	Materials & Supplies	13,494	28,134	20,380	20,380	19,680
2-28	Cleaning Supplies	1,115	1,979	2,020	2,020	2,084
2-29	Part & Access-Non Auto	49	104	100	100	100
2-31	Uniforms	2,976	3,321	700	700	700
2-33	Safety & Protective Equip	764	1,293	1,083	1,083	1,083
2-34	Small Tools	58	110	250	250	250
Total Commodities		41,258	57,190	49,788	49,788	49,292
3-11	Telephone	12,204	14,742	-	1,197	14,798
3-12	Postage	816	694	800	800	800
3-13	Electricity	169,399	171,682	180,140	149,147	169,573
3-14	Natural Gas	2,930	2,158	3,050	2,206	2,744
3-33	M & R- Comm Equipment	-	-	50	-	50
3-34	M & R- Buildings	16,545	18,874	17,495	17,495	16,295
3-36	Maintenance Agreements	1,210	2,899	2,200	2,200	2,200
3-37	M & R- Other Equipment	262	-	150	150	150
3-41	M & R- Sewage Treat Plant	21,251	81,687	74,500	74,500	85,500
3-42	M & R- Sewer Lines	6,783	2,209	19,000	19,000	19,000
3-51	Equipment Rentals	23,895	189,585	150,000	150,000	150,000
3-52	Vehicle Maint & Replace	46,378	30,940	37,127	37,127	40,651
3-64	Engineering Services	-	25,554	154,000	100,000	154,000
3-68	Uniform Rentals	-	-	2,600	2,600	3,000
3-69	Testing Services	14,022	10,154	10,000	10,000	10,000
3-71	Schools/Conf/Meetings	461	509	1,900	1,900	1,500
3-72	Transportation	-	-	300	300	-
3-89	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500
Total Contractual Services		333,656	569,187	670,812	586,122	687,761
Total Operating Expenditures		903,620	1,159,823	1,284,078	1,205,080	1,397,728

VILLAGE OF HANOVER PARK, ILLINOIS

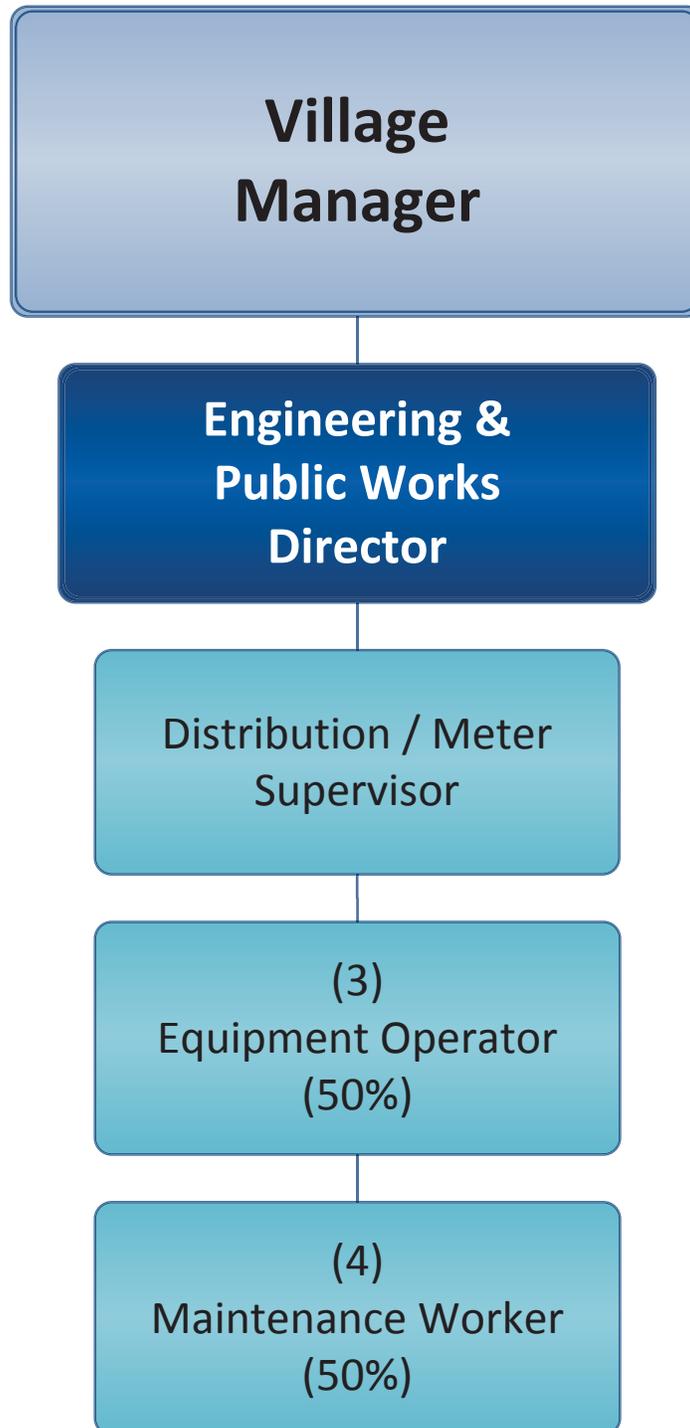
Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures (Continued)						
13-31	Office Equipment	-	3,300	-	-	-
13-43	Other Equipment	-	-	68,000	68,000	50,000
13-61	Sewage Treatment Plant	-	48,858	120,000	20,000	75,000
Total Capital Outlay		-	52,158	188,000	88,000	125,000
Total Other Expenditures		-	52,158	188,000	88,000	125,000
Total Sewage Treatment		\$ 903,620	\$ 1,211,981	\$ 1,472,078	\$ 1,293,080	\$ 1,522,728



WATER AND SEWER FUND 5060 - SEWER MAINTENANCE

GOALS

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 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 222,117 feet or 42.05 miles. Additionally, bi-annual preventative maintenance of sanitary sewers in DuPage County consisting of 273,873 feet or 51.89 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.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2008	2009	2010	2011	2012
Miles of Sanitary Sewers	93.96	93.76	93.76	93.8	93.8
Number of Manholes	2,351	2,342	2,343	2,346	2,347
Sanitary Sewer Backups	19	13	11	8	14
Sanitary Sewer Backup – Possible	51	52	55	86	81
Sanitary Sewer Inspections	1,692	1,155	1,423	2,510	1,342
Sanitary Sewer PM Root Cut/Jet (in. ft.)	329,939	239,876	265,247	362,867	287,313
Sanitary Sewer Televising (ft.)	3,851	41,425	38,865	30,063	26,589
Sanitary Sewer Repair – Each	1	3	1	5	2

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

1. Is a great place to live, work and do business

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)

Ongoing.

2. Determine locations and severity of infiltration entering into the sanitary system. (Fourth quarter)

Ongoing.

3. Reline sanitary sewers in Cook and DuPage Counties. (Third quarter)

DuPage County – Celebrity Circle	MH #2057	to	MH #2058
Cook County – Orchard Lane	MH #1013	to	MH #1012
Meadowbrook Lane	MH #1042	to	MH #1041
	MH #1043	to	MH #1042
	MH #1041	to	MH #1040
	MH #1040	to	MH #1039
Edgebrook Lane	MH #1045	to	MH #1046
	MH #1046	to	MH #1047
	MH #1054	to	MH #1055
	MH #1056	to	MH #1055

To be completed fourth quarter.

ADDITIONAL ACCOMPLISHMENTS

Sanitary Sewer Improvement Program

<u>Televising of Sanitary Sewer Lines Completed by Calendar Year (feet)</u>		<u>Relining of Sanitary Sewer Lines Completed by Calendar Year (feet)</u>	
1989	18,576	1989	0
1990	17,864	1990	0
1991	14,491	1991	6,943
1992	19,679	1992	10,636
1993	51,207	1993	12,053
1994	18,355	1994	3,684
1995	22,227	1995	5,054
1996	0	1996	2,875
1997	49,007	1997	0
1998	0	1998	0
1999	37,051	1999	0
2000	66,218	2000	1,580
2001	42,065	2001	2,816
2002	30,917	2002	0
2003	1,320	2003	222
2004	505	2004	182
2005	20,551	2005	0
2006	25,547	2006	0
2007	39,422	2007	1,400
2008	3,851	2008	2,764
2009	41,425	2009	0
2010	38,865	2010	2,338
2011	30,063	2011	2,324
2012	26,089	2012	2,512
Total:	630,069 feet or 119.335 Miles	Total:	57,383 feet or 10.869 Miles

*No televising due to loss of vehicle.

2013 - 2014 OBJECTIVES

1. Is a great place to live, work and do business

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)
2. Determine locations and severity of infiltration entering into the sanitary system. (Fourth quarter)
3. Reline storm and sanitary sewers in Cook County. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5060 - Sewer Maintenance

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
1-11	Salaries-Regular	\$ 204,746	\$ 200,037	\$ 198,574	\$ 198,574	\$ 202,701
1-12	Salaries-Part Time	16,754	10,438	18,177	18,177	18,354
1-21	Salaries-Overtime	5,454	4,260	5,000	5,000	5,000
1-28	On-Call Premium Pay	571	216	2,200	2,200	2,200
1-41	State Retirement	22,381	32,472	29,385	29,385	33,632
1-42	Social Security	17,221	16,270	17,381	17,381	17,612
1-44	Employee Insurance	43,084	43,810	44,831	44,831	42,325
Total Personal Services		310,211	307,503	315,548	315,548	321,824
2-21	Gasoline & Lube	12,512	16,768	-	-	-
2-27	Materials & Supplies	4,513	12,274	11,500	8,000	11,500
2-29	Part & Access-Non Auto	-	-	7,300	7,300	7,300
2-31	Uniforms	1,134	1,008	1,000	1,000	1,000
2-33	Safety & Protective Equip	1,196	2,972	1,935	1,935	1,935
2-34	Small Tools	7	24	160	160	160
2-36	Photo Supplies	-	-	10	10	10
Total Commodities		19,362	33,046	21,905	18,405	21,905
3-33	M & R- Comm Equipment	-	-	60	60	60
3-35	M & R- Streets & Bridges	-	1,504	3,000	3,000	3,000
3-37	M & R- Other Equipment	1,029	4,608	400	400	400
3-42	M & R- Sewer Lines	5,483	8,611	3,000	3,000	3,000
3-52	Vehicle Maint & Replace	168,112	119,000	138,581	138,581	283,227
3-64	Engineering Services	-	-	100,000	100,000	100,000
3-71	Schools/Conf/Meetings	423	715	1,400	1,400	1,400
3-72	Transportation	25	15	60	60	60
Total Contractual Services		175,072	134,453	246,501	246,501	391,147
Total Operating Expenditures		504,645	475,002	583,954	580,454	734,876
13-62	Sewer Lines	-	103,970	350,000	150,000	240,000
Total Capital Outlay		-	103,970	350,000	150,000	240,000
Total Other Expenditures		-	103,970	350,000	150,000	240,000
Total Sewer Maintenance		\$ 504,645	\$ 578,972	\$ 933,954	\$ 730,454	\$ 974,876

5070 – Debt Service and Depreciation



VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department

Fiscal Year Ending April 30, 2014

Fund 050 - Water and Sewer Fund

Department 5070 - Depreciation & Debt Service

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures						
3-82	JAWA-Fixed Cost	\$ 522,971	\$ 660,565	\$ 650,000	\$ 799,944	\$ 947,932
3-93	Depreciation	826,954	877,463	845,000	930,111	965,917
Total Contractual Services		<u>1,349,925</u>	<u>1,538,028</u>	<u>1,495,000</u>	<u>1,730,055</u>	<u>1,913,849</u>
Total Operating Expenditures		<u>1,349,925</u>	<u>1,538,028</u>	<u>1,495,000</u>	<u>1,730,055</u>	<u>1,913,849</u>
11-18	Principal-IEPA Loan	-	-	313,606	313,606	322,309
11-21	Interest-IEPA Loan	65,979	55,759	50,421	50,421	41,719
Total Debt Service		<u>65,979</u>	<u>55,759</u>	<u>364,027</u>	<u>364,027</u>	<u>364,028</u>
12-31	Transfer to General Capital	163,219	194,194	573,750	93,750	546,750
Total Interfund Transfers		<u>163,219</u>	<u>194,194</u>	<u>573,750</u>	<u>93,750</u>	<u>546,750</u>
Total Other Expenditures		<u>229,198</u>	<u>249,953</u>	<u>937,777</u>	<u>457,777</u>	<u>910,778</u>
Total Depreciation & Debt Service		<u>\$ 1,579,123</u>	<u>\$ 1,787,981</u>	<u>\$ 2,432,777</u>	<u>\$ 2,187,832</u>	<u>\$ 2,824,627</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
1997 Illinois Environmental Protection Agency Note
April 30, 2013

Date of Issue	April 9, 1997
Date of Maturity	April 9, 2017
Authorized Issue	\$3,750,000
Interest Rates	2.815%
Interest Dates	April 9 and October 9
Principal Maturity Date	April 9 and October 9
Payable at	Illinois Environmental Protection Agency

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

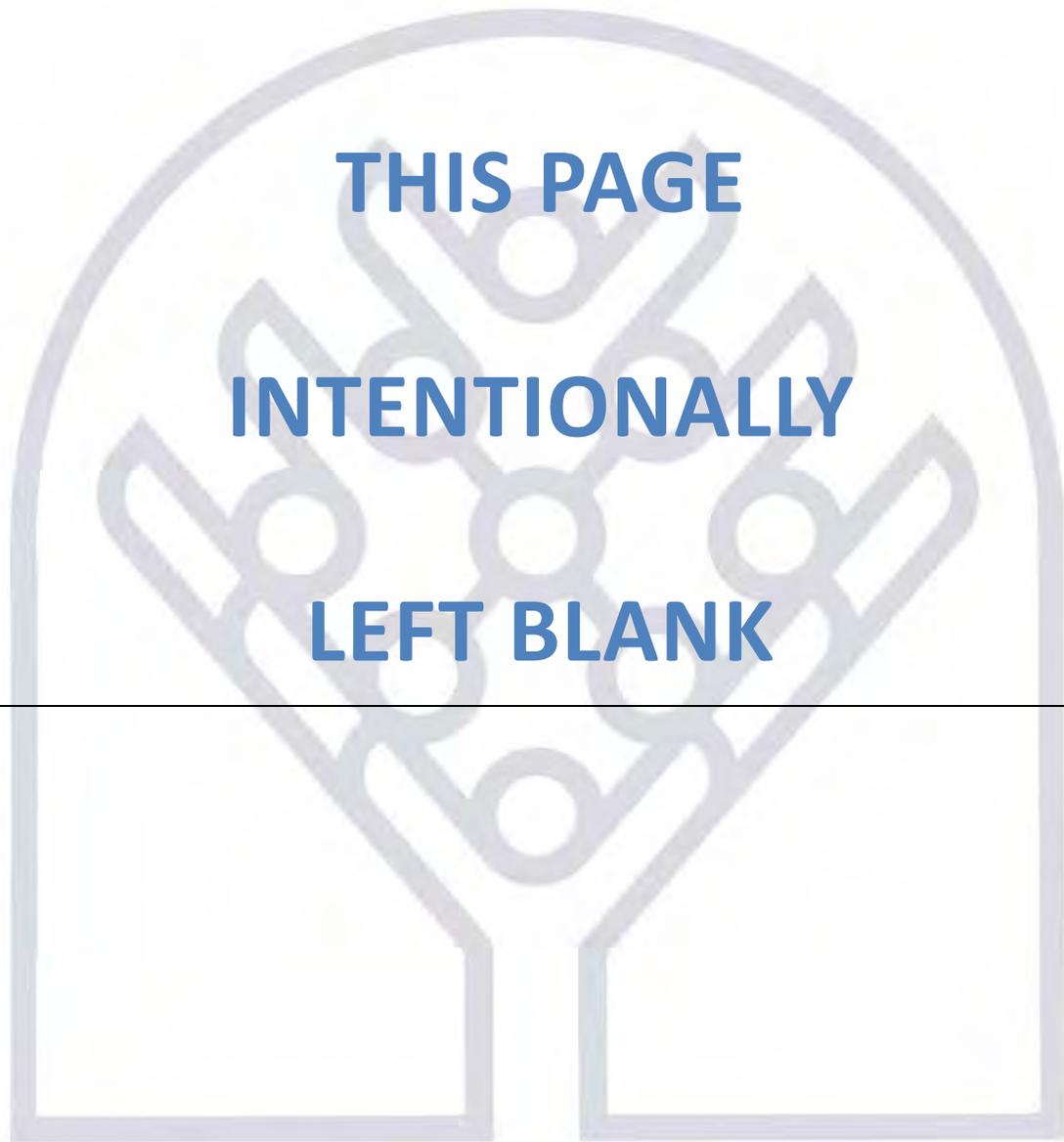
<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
10/9/2013	\$ 110,207	\$ 13,038	\$ 123,245
4/9/2014	111,758	11,487	123,245
10/9/2014	113,331	9,914	123,245
4/9/2015	114,926	8,319	123,245
10/9/2015	116,544	6,701	123,245
4/9/2016	118,184	5,061	123,245
10/9/2016	119,848	3,397	123,245
4/9/2017	121,535	1,710	123,245
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	\$ 926,333	\$ 59,627	\$ 985,960
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VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
2000 Illinois Environmental Protection Agency Note
April 30, 2013

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>
7/1/2013	\$ 49,845	\$ 8,924	\$ 58,769
1/1/2014	50,499	8,270	58,769
7/1/2014	51,162	7,607	58,769
1/1/2015	51,833	6,936	58,769
7/1/2015	52,513	6,256	58,769
1/1/2016	53,203	5,566	58,769
7/1/2016	53,901	4,868	58,769
1/1/2017	54,608	4,161	58,769
7/1/2017	55,325	3,444	58,769
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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	\$ 679,953	\$ 62,451	\$ 742,404
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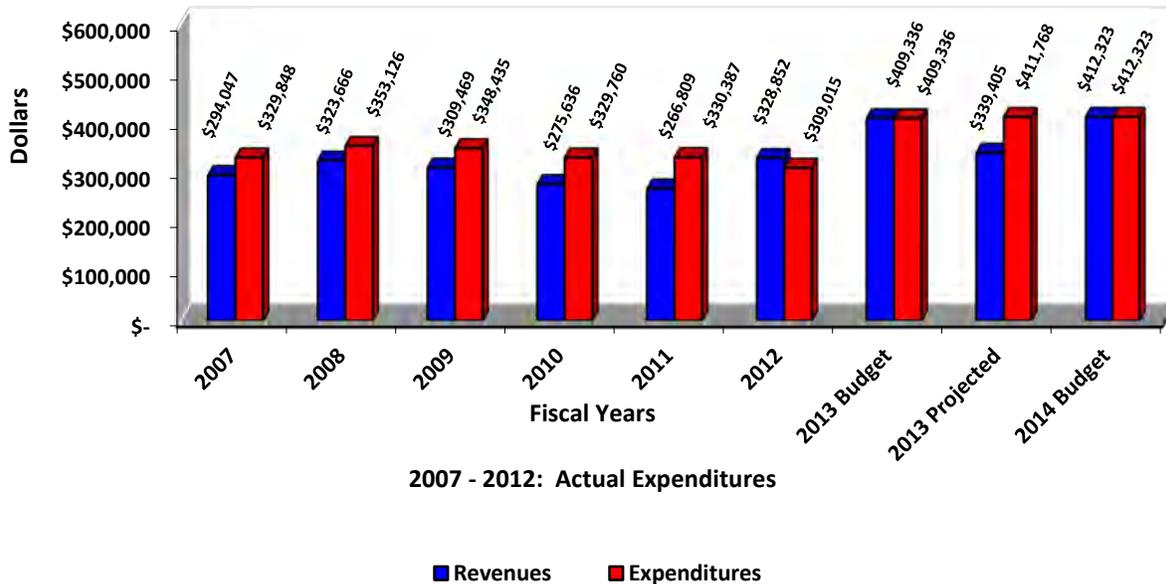
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Hanover Park

MUNICIPAL COMMUTER PARKING LOT FUND

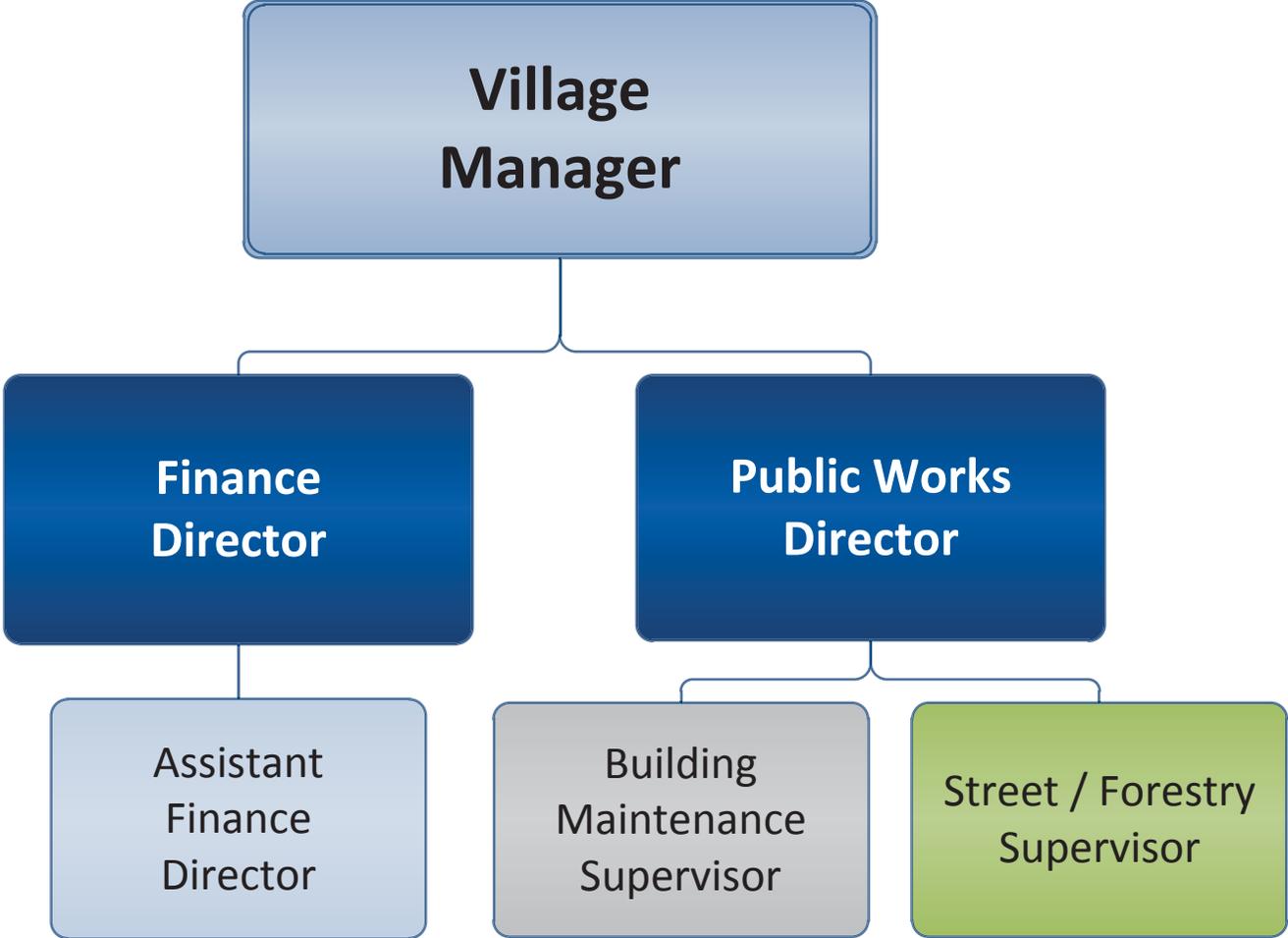
The Municipal Commuter Parking Lot Fund accounts for the provision of commuter parking services to the residents of the Village of Hanover Park and surrounding communities. Resources include permit and daily parking fees.

**Municipal Commuter Parking Lot Fund
Revenues and Expenditures**



Municipal Parking lot fees increased in Fiscal Year 2011 due to a daily rate increase from \$1.00 to \$1.25 and the elimination of discounts for multi-month purchases. In Fiscal Year 2013 the daily rate increased again to \$1.50. The FY 2014 Budget includes improvements to the Commuter Lot Platform.

051 – Municipal Commuter Parking Lot



051 - MUNICIPAL COMMUTER PARKING LOT

GOALS

The goal of the Municipal Commuter Parking Lot is to maintain a clean and safe facility.

DESCRIPTION OF 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.

2012 – 2013 OBJECTIVES AND ACCOMPLISHMENTS

I. Is a great place to live, work and do business.

1. Investigate changes to the operation of the station to increase security, reduce vandalism, and still provide comfort to users. (Third quarter)

Staff is looking into alternatives to prevent vandalism. This will be a third and fourth quarter project.

2013 - 2014 OBJECTIVES

I. Is a great place to live, work and do business.

1. Continue to make improvements to parking lot and landscaping to improve appearance and usability. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 051 - Municipal Commuter Lot Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
321.07-00	Penalties on Licenses	\$ 20	\$ 20	\$ 20	\$ 20	\$ 20
323.09-00	Parking Lot Meter Fees	118,945	132,119	121,169	121,169	127,228
323.10-00	Parking Lot Permit Fees	173,321	196,610	168,289	168,289	176,704
Total Charges for Services		292,286	328,749	289,478	289,478	303,952
361.00-00	Interest on Investments	62	107	-	147	150
362.00-00	Net Change in Fair Value	-	(4)	-	-	-
368.00-00	Declared IPBC Dividend	(1,881)	-	-	-	-
Total Investment Income		(1,819)	103	-	147	150
364.00-00	Rental Income	(1,000)	-	-	-	-
389.03-00	Miscellaneous Income	-	-	49,780	49,780	-
Total Miscellaneous Revenue		(1,000)	-	49,780	49,780	-
392.02-00	Gain (Loss) on Sale of Fixed Assets	(22,658)	-	-	-	-
399.00-00	Use of Fund Balance	-	-	70,078	-	108,221
Total Other		(22,658)	-	70,078	-	108,221
Total Revenues and Other Financing Sources		\$ 266,809	\$ 328,852	\$ 409,336	\$ 339,405	\$ 412,323

Expenditures and Other Financing Uses

1-11	Salaries-Regular	\$ 109,712	\$ 109,095	\$ 94,374	\$ 94,374	\$ 120,224
1-12	Salaries-Part Time	497	-	-	-	-
1-21	Overtime Compensation	15,975	5,364	-	316	-
1-28	On-Call Premium Pay	89	89	-	4	-
1-41	State Retirement	13,379	18,187	13,307	13,307	19,292
1-42	Social Security	9,456	8,482	7,220	7,220	9,297
1-44	Employee Insurance	23,604	12,072	110,909	110,909	28,898
Total Personal Services		172,712	153,289	225,810	226,130	177,711
2-11	Office Supplies	1,317	1,355	1,394	1,394	1,394
2-26	Bulk Chemicals	577	2,580	5,000	3,000	5,000
2-27	Materials & Supplies	1,670	-	7,000	7,000	5,650
2-28	Cleaning Supplies	978	-	900	900	900
2-34	Small Tools	-	-	50	-	-
2-99	Miscellaneous Expense	-	-	50	-	-
Total Commodities		4,542	3,935	14,394	12,294	12,944

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 051 - Municipal Commuter Lot Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Expenditures and Other Financing Uses (Continued)						
3-12	Postage	237	216	300	300	300
3-13	Electricity	14,867	14,268	15,680	14,281	13,809
3-14	Natural Gas	2,331	2,166	2,800	2,046	2,523
3-21	Liability Insurance Program	25,829	18,659	15,208	15,208	17,221
3-34	M & R- Buildings	834	1,170	5,000	5,000	5,000
3-35	M & R- Streets & Bridges	64,336	52,070	37,650	39,000	44,360
3-36	Maintenance Agreements	2,041	15,851	7,140	12,180	12,180
3-55	Real Property Rental	775	775	800	775	775
3-93	Depreciation	39,561	43,656	32,304	32,304	47,000
3-99	Miscellaneous Expense	2,322	2,960	2,250	2,250	3,500
Total Contractual Services		153,133	151,791	119,132	123,344	146,668
Total Operating Expenditures		330,387	309,015	359,336	361,768	337,323
13-21	Buildings	-	-	50,000	50,000	-
13-22	Improvements Other Than Buildings	-	-	-	-	75,000
Total Capital Outlay		-	-	50,000	50,000	75,000
Total Other Expenditures		-	-	50,000	50,000	75,000
Total Expenditures and Other Financing Uses		\$ 330,387	\$ 309,015	\$ 409,336	\$ 411,768	\$ 412,323

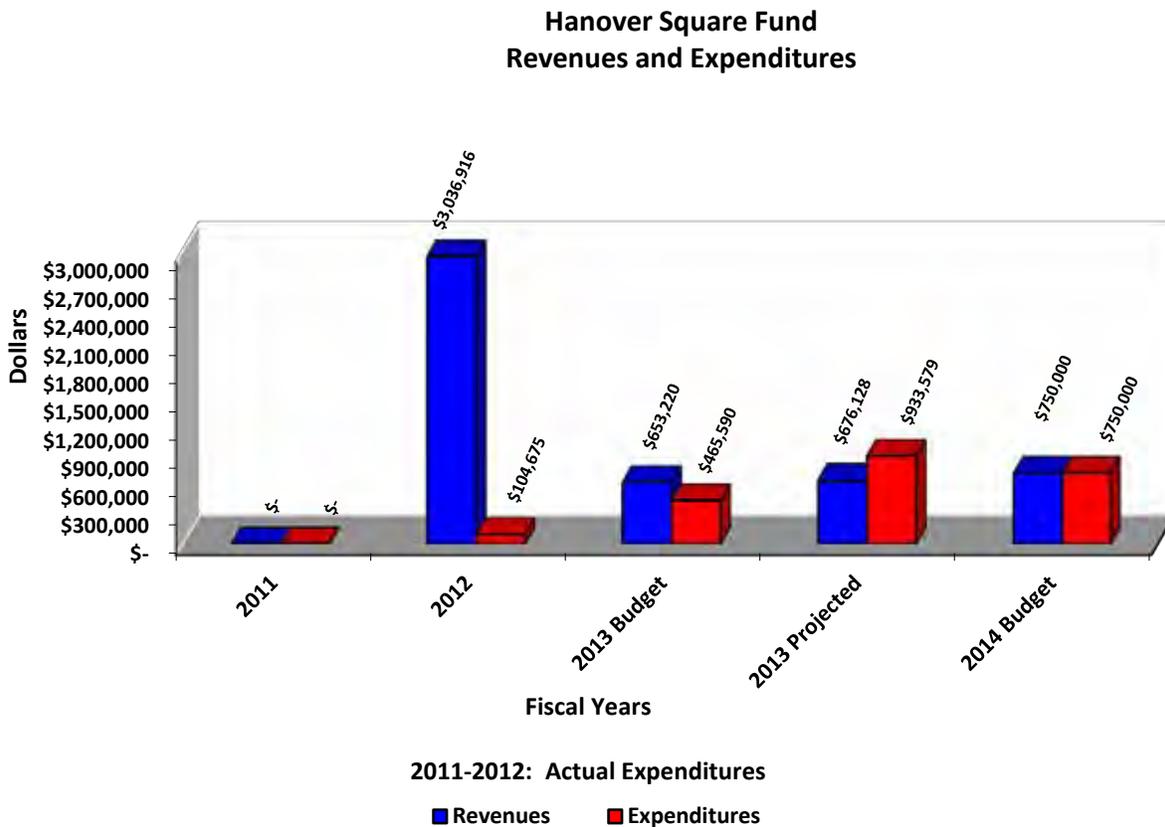


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Hanover Park

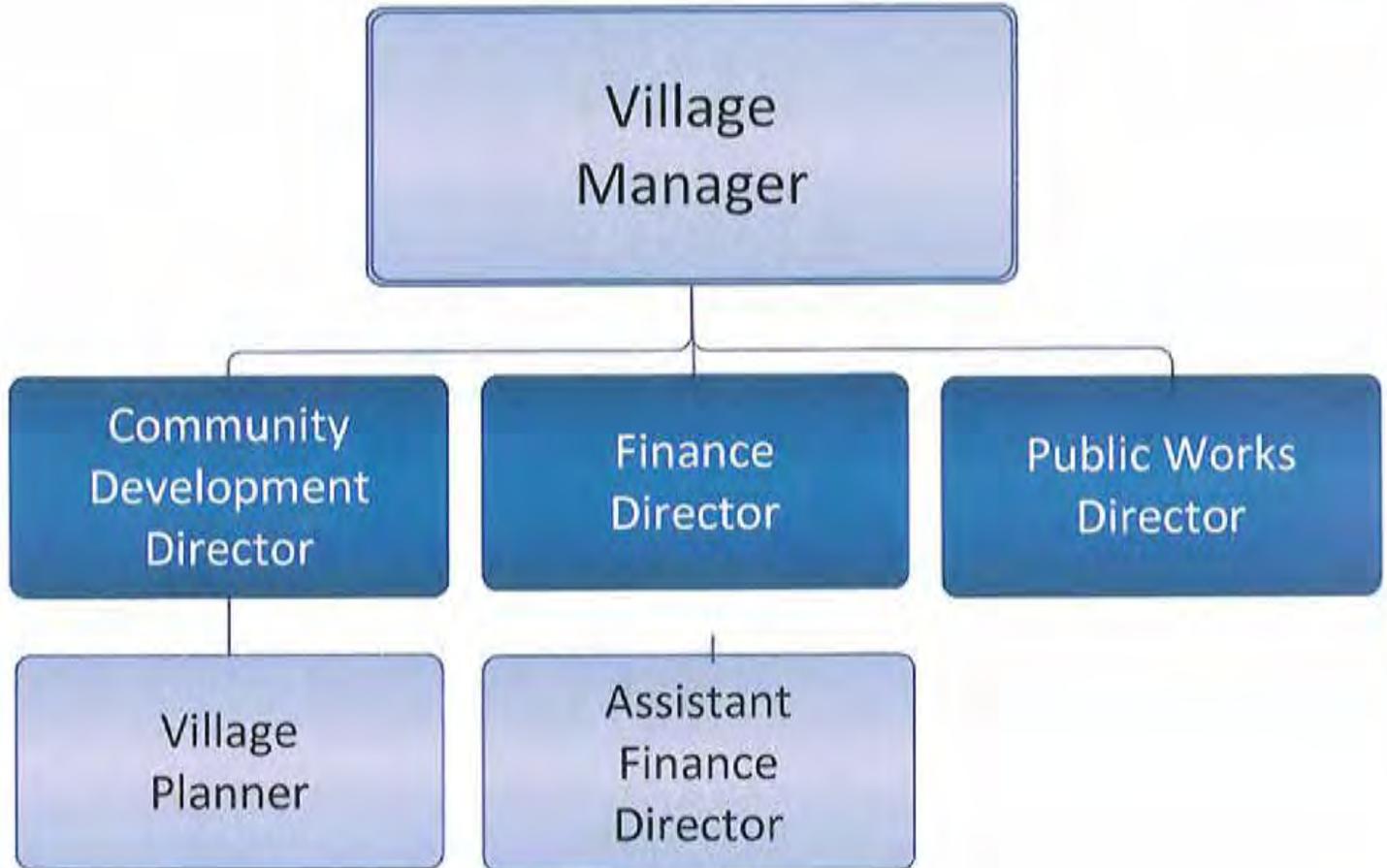
HANOVER SQUARE FUND

The Hanover Square Fund accounts for the revenues and expenses at the Hanover Square Shopping Center on Barrington Road within Hanover Park. This fund was opened in Fiscal Year 2012, when the property was purchased by the Village. All activities relating to Hanover Square are accounted for in this Fund.



The Fiscal Year 2012 projection shows revenues lower than expenditures. This is due to property taxes expense paid in Fiscal Year 2012. They were accrued when the Village purchased Hanover Square as a liability, so there is not any revenue to offset it. The Fiscal Year 2014 budget includes the revenues and expenditures related to property taxes, improvements and rental income.

052 – Hanover Square



052 – HANOVER SQUARE FUND

GOALS

The goal of the Hanover Square Fund is to rejuvenate the Hanover Square Shopping Center and return it to an attractive and profitable enterprise. The fund supports work to improve the appearance and quality of the Hanover Square Shopping Center, rent the vacant tenant spaces, and return the property to private ownership. In accordance with the Strategic Plan Goals, the project will work to improve the overall image of the Village and help to make the Village an attractive location for business. The Village's initial investment in the area will help to catalyze the development of the Village Center, as outlined in the Comprehensive Plan and the Village Center Plan. Finally, it will further the objectives of the Village Center Tax Increment Financing Redevelopment Plan (TIF #3) by encouraging rehabilitation of existing buildings through high-quality physical, aesthetic, and public improvements.

DESCRIPTION OF FUNCTIONS

The Hanover Square Fund is utilized for the operation, maintenance, and improvement of the Hanover Square Shopping Center. The Fund supports the day-to-day operations of the center, including utilities, taxes, and management. The fund also supports costs and professional services related to maintenance and repair, as well as capital improvements.

Under the direction of the Village Board, the Hanover Square Fund is managed by the Property Management firm of Schermerhorn Commercial Real Estate, LLC. The Schermerhorn firm provides property management and real estate consulting services for the Hanover Square Shopping Center. They represent the Village as owner in the following activities:

Property Management

1. Administration and Accounting – Develop annual budget, maintain legal and financial records, pay bills for taxes, utilities and services, collect tenant rent, and provide a monthly statement of income and expenses.
2. Tenant Relations – Serve as primary contact with tenants, providing notices as needed, hearing and addressing concerns, enforcing lease terms, and collecting rent.
3. Regular Maintenance – Regularly inspect property, manage standard maintenance of building and property and repairs to common areas and tenant spaces as needed, and execute maintenance agreements.
4. Major Repairs – Manage implementation of major repairs to the center, as directed by the Village, soliciting quotes and bids as needed, formulating contracts, and monitoring construction.

Real Estate Consulting

1. Tenant Build-out – Plan for and manage owner-funded build-out of new tenant spaces and monitor tenant funded improvements.
2. Leasing Agent – Serve as primary communication with leasing agent, collecting reports and feedback, and providing recommendations for leads.
3. Lease Execution – Provide recommendations as to viable tenants and lease terms and work with Village Attorney and tenant to draft and execute lease.
4. Manage Design and Construction of Improvements - Work with Village, tenants, and other professionals such as architects and construction managers to develop and execute plans for improvements to the center, and monitor construction and contracts.

2013 – 2014 OBJECTIVES

I. Is a great place to live, work and do business

Improve the quality and appearance of the center by:

1. Work with landscape contractor to develop and implement an updated landscape plan for the center, including assessment of existing trees and improvement of landscaping around signage. (first quarter)
2. Identify and perform repairs to capital assets of the center as needed, including repairs to HVAC, electrical, and life safety systems. (first through fourth quarters)
3. Work with industry professionals to evaluate quality of roofing on main building, assess appropriate repair, and establish contracts for improvements. (first and second quarter)
4. Maintain appearance of newly acquired property at 6794 Barrington Road (old Shires). (first through fourth quarter)
5. Work with construction management firm to evaluate existing building façade and develop a plan for improvement of the façade based upon availability of funding and anticipated return on investment. (third quarter)

Support the leasing of vacant spaces by:

5. Work with leasing agent to market and obtain tenant for newly built out space at 6602 B Barrington Road (former Siri Thai space). (first quarter)
6. Work to finalize terms and establish a lease for an Education and Work Center. Work with construction management firm to develop plans and perform buildout of space for center. (first through fourth quarter)
7. Plan for and perform buildout of vacant spaces throughout center as needed for new tenants. (first through fourth quarter)
8. Maintain regular and open communication with leasing agent regarding potential tenant feedback, addressing concerns as feasible. (first through fourth quarter)

II. Offers convenience through technologies

6. Communicate with tenants as necessary regarding individual leases, building concerns, center maintenance, and upcoming improvements and repairs. (first through fourth quarters)
7. Respond to tenant needs and requests in a prompt and professional manner, providing information and repairs as appropriate. (first through fourth quarters)

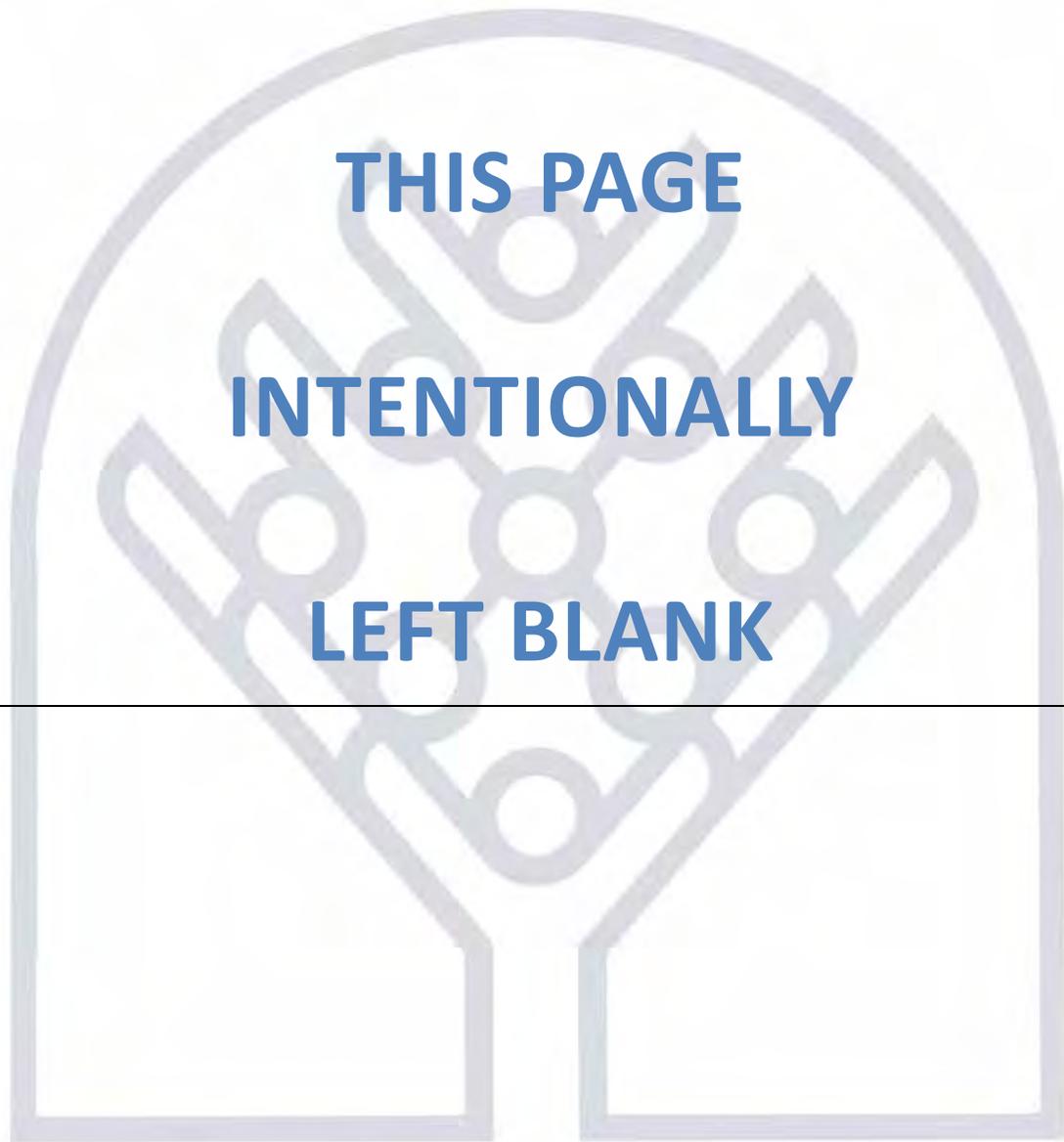
III. Is fiscally responsible and transparent

8. Develop a yearly budget for management and improvement of the center, providing monthly reports of income and expenses. (first through fourth quarters)
9. Manage administrative and accounting duties for the center, managing finances, holding records, executing contracts, paying bills, and collecting rent. (first through fourth quarters)
10. Execute ongoing maintenance and service contracts in an open manner in conformance with Village policy and state law, including landscaping, snow removal, waste collection, and janitorial services. (first through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 052 - Hanover Square Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Investment Income	\$ -	\$ -	\$ -	\$ 244	\$ -
Total Investment Income		-	-	-	244	-
385.00-00	Rental Income	-	226,746	653,220	653,220	670,000
385.01-00	Common Area Maintenance	-	9,920	-	-	40,000
385.04-00	Late Fee Revenue	-	250	-	-	1,000
Total Rental Income		-	236,916	653,220	653,220	711,000
380.04-00	Reimb Expnd - Property Damage	-	-	-	22,664	39,000
Total Reimbursed Expenditures		-	-	-	22,664	39,000
391.33-00	Transfer from TIF #3	-	2,800,000	-	-	-
Total Interfund Transfers		-	2,800,000	-	-	-
Total Revenues and Other Financing Sources		\$ -	\$ 3,036,916	\$ 653,220	\$ 676,128	\$ 750,000
Expenditures and Other Financing Uses						
3-13	Utilities - Electricity	\$ -	\$ 12,351	\$ 34,200	\$ 28,750	\$ 30,550
3-16	Property Taxes	-	-	289,310	355,000	355,000
3-34	M&R Building	-	41,318	19,500	75,000	58,600
3-36	Maintenance Agreements	-	38,063	85,080	85,080	71,450
3-61	Consulting Services	-	-	37,500	70,000	143,750
3-64	Professional Services	-	12,700	-	26,812	-
2-11	Office Supplies	-	229	-	18	-
3-93	Depreciation	-	-	-	18,092	18,092
3-99	Miscellaneous Expense	-	14	-	7	-
Total Operating Services		-	104,675	465,590	658,759	677,442
13-21	Buildings	-	-	-	274,820	72,558
Total Capital Outlay		-	-	-	274,820	72,558
Total Expenditures and Other Financing Uses		\$ -	\$ 104,675	\$ 465,590	\$ 933,579	\$ 750,000

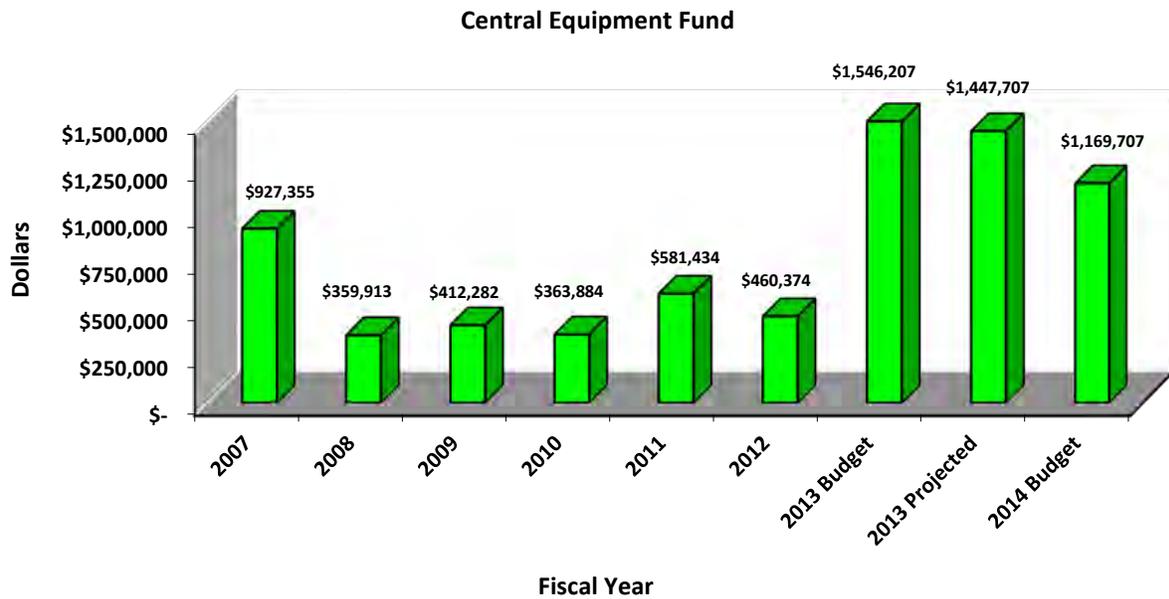


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Hanover Park

CENTRAL EQUIPMENT FUND

The Central Equipment Fund accounts for the purchase of all vehicles for other Village funds. Financing is provided through transfers from the General and Water and Sewer Funds.



2007 - 2012: Actual Expenditures

Central Equipment Fund expenditures vary from year to year based on fleet replacement requirements and recommended additions to the fleet. Monies are transferred to the Central Equipment Fund annually in order to accumulate funding for the cost of the vehicle by the scheduled replacement year. Fiscal Year 2013 and 2014 have a much larger expense due to the purchase of an ambulance and other expensive long-term purchases.

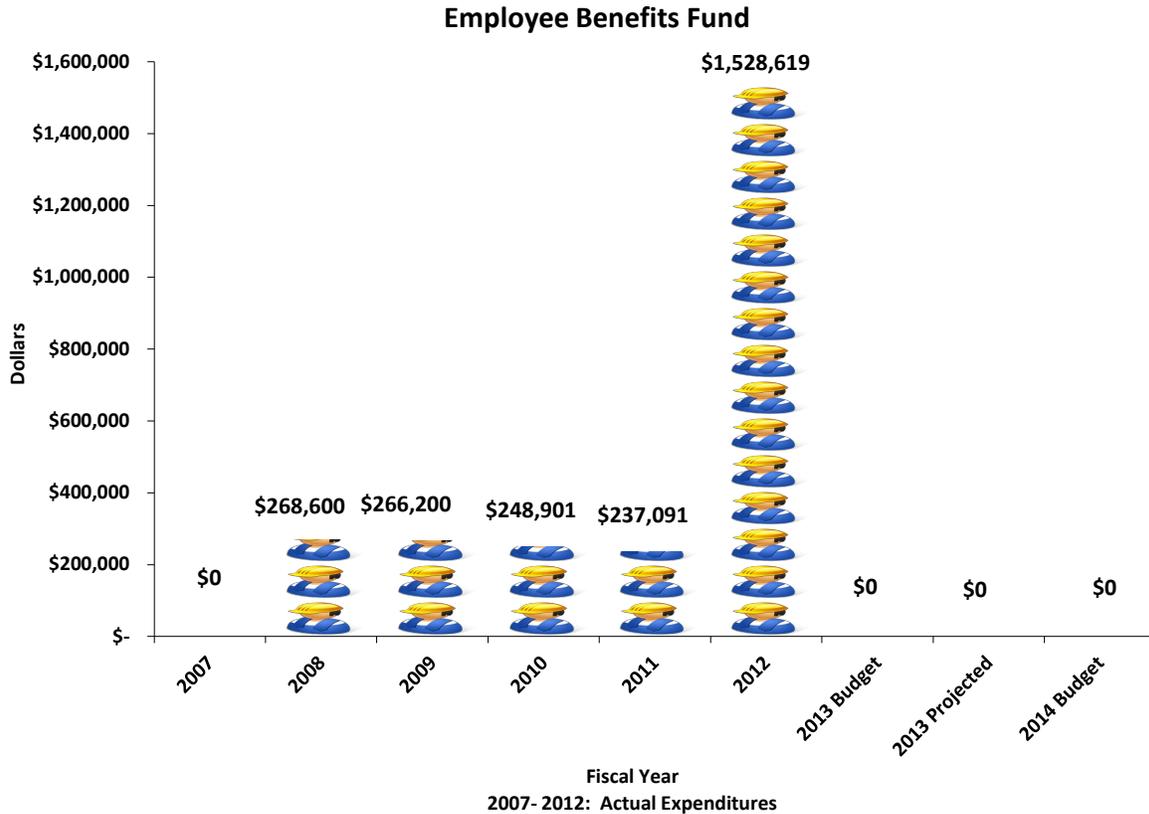
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 061 - Central Equipment Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 48,154	\$ 23,850	\$ 27,923	\$ 27,923	\$ 23,850
362.00-00	Net Change in Fair Value	1,454	4,171	12,192	12,192	4,171
Total Investment Income		49,608	28,021	40,115	40,115	28,021
391.01-00	General Fund	-	46,120	668,423	668,423	702,441
391.50-00	Water & Sewer Fund	197,232	238,000	274,594	274,594	239,656
Total Interfund Transfers		197,232	284,120	943,017	943,017	942,097
392.01-00	Gain-Sale of Capital Assets	40,273	23,513	-	-	-
392.02-00	Loss-Sale of Capital Assets	(25,960)	-	-	-	-
399.00-00	Use of Fund Balance	-	-	563,075	-	199,589
Total Other		14,313	23,513	563,075	-	199,589
Total Revenues and Other Financing Sources		\$ 261,153	\$ 335,654	\$ 1,546,207	\$ 983,132	\$ 1,169,707
Expenditures and Other Financing Uses						
3-93	Depreciation	\$ 396,401	\$ 437,422	\$ -	\$ -	\$ -
Total Contractual Services		396,401	437,422	-	-	-
Total Operating Expenditures		396,401	437,422	-	-	-
11-03	Installment Note Payment	-	-	49,707	49,707	49,707
Total Debt Service		-	-	49,707	49,707	49,707
13-41	Automobiles	-	-	197,500	304,000	130,000
13-42	Trucks	-	(245)	1,075,500	911,000	968,000
13-43	Other Equipment	185,033	23,197	223,500	183,000	22,000
Total Capital Outlay		185,033	22,952	1,496,500	1,398,000	1,120,000
Total Expenditures and Other Financing Uses		\$ 581,434	\$ 460,374	\$ 1,546,207	\$ 1,447,707	\$ 1,169,707

EMPLOYEE BENEFITS FUND

The Employee Benefits Fund accounts for the Governmental Accounting Standards Board Statement 45 Other Post Employment Benefit expenses. Financing is provided through the recording of the Intergovernmental Personnel Benefit Cooperative dividend. This Fund was dissolved into the General Fund in Fiscal Year 2012



Expenses are abnormally high in Fiscal Year 2012 due to the closure of this fund. The entire balance was expended as a transfer to the General Fund.

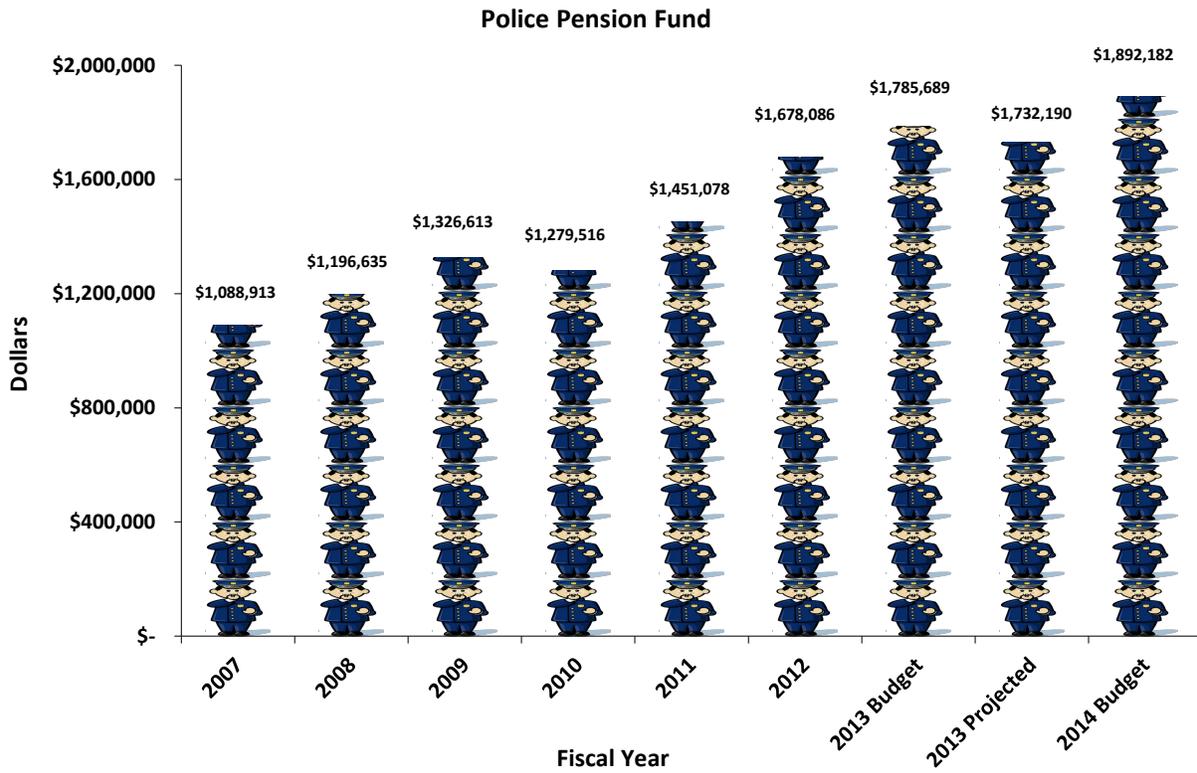
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 066 - Employee Benefits Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
368.00-00	Declared IPBC Dividend	\$ (12,026)	\$ -	\$ -	\$ -	\$ -
	Total Investment Income	<u>(12,026)</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
399.00-00	Use of Fund Balance	-	1,020,792	-	-	-
	Total Other	<u>-</u>	<u>1,020,792</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Revenues and Other Financing Sources	<u>\$ (12,026)</u>	<u>\$ 1,020,792</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>
Expenditures and Other Financing Uses						
1-50	OPEB	\$ 237,091	\$ -	\$ -	\$ -	\$ -
12-01	Transfer to General	-	1,528,619	-	-	-
	Total Personal Services	<u>237,091</u>	<u>1,528,619</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Operating Expenditures	<u>237,091</u>	<u>1,528,619</u>	<u>-</u>	<u>-</u>	<u>-</u>
	Total Expenditures and Other Financing Uses	<u>\$ 237,091</u>	<u>\$ 1,528,619</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>

POLICE PENSION FUND

The Police Pension Fund is a trust fund which accounts for the accumulation of resources to be used for current and future retirement and disability annuity payments for eligible police personnel. Resources include employee and employer contributions and investment income.



2007 - 2012: Actual Expenditures

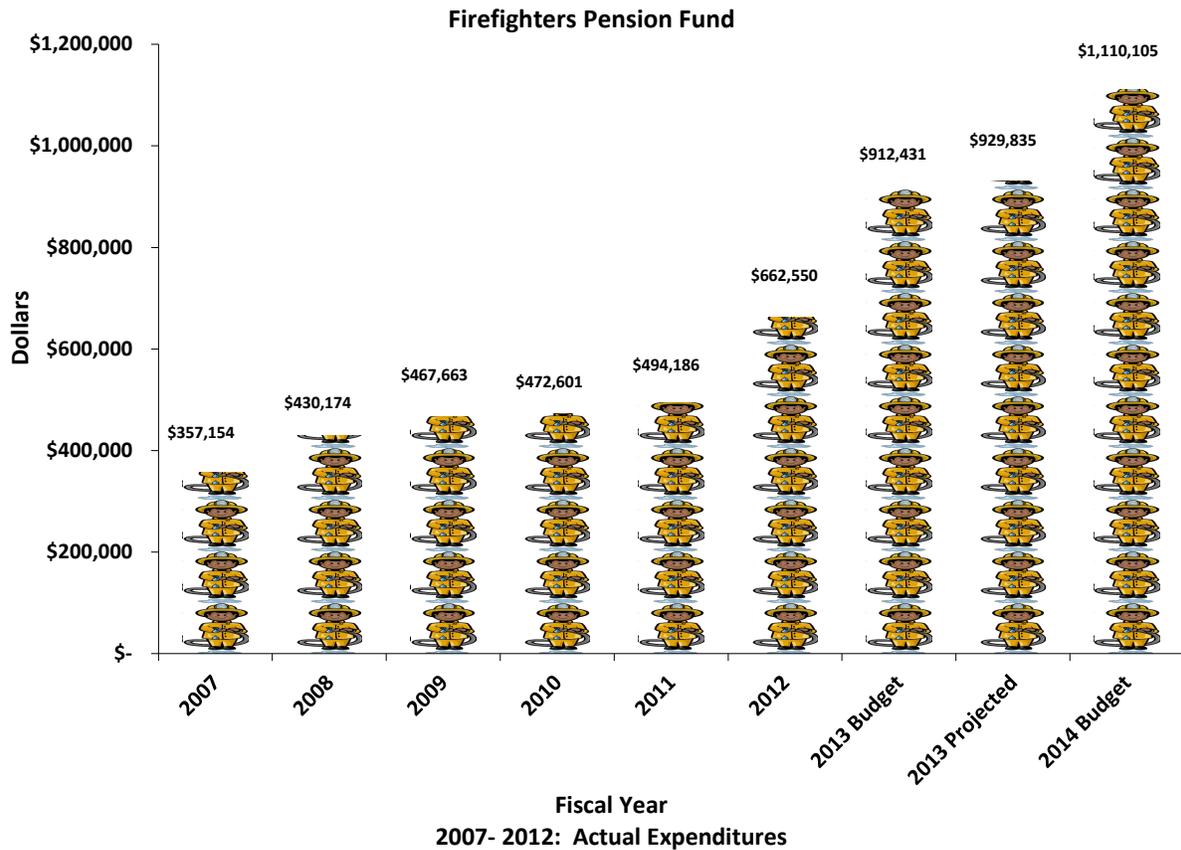
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 070 - Police Pension Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 503,193	\$ 556,523	\$ 350,000	\$ 350,000	\$ 350,000
362.00-00	Net Change in Fair Value	1,410,182	(411,986)	910,000	910,000	910,000
Total Investment Income		1,913,375	144,537	1,260,000	1,260,000	1,260,000
365.70-00	Police Pension Contributions	439,927	515,151	439,170	475,523	468,156
365.80-00	Repayment of Refunds	20,877	-	-	-	-
389.03-00	Miscellaneous	18	354	-	-	-
Total Miscellaneous		460,822	515,505	439,170	475,523	468,156
391.01-00	Employer Contribution/General Fund	1,302,480	1,562,318	1,657,706	1,657,706	1,729,683
Total Interfund Transfers		1,302,480	1,562,318	1,657,706	1,657,706	1,729,683
Total Revenues and Other Financing Sources		\$ 3,676,677	\$ 2,222,360	\$ 3,356,876	\$ 3,393,229	\$ 3,457,839
Expenditures and Other Financing Uses						
1-03	Refunds	\$ -	\$ 79,100	\$ 45,000	\$ -	\$ -
1-43	Police Pension	1,333,303	1,502,692	1,644,389	1,644,389	1,799,932
1-69	Portability Transfer	47,434	13,686	27,000	-	-
Total Personal Services		1,380,737	1,595,478	1,716,389	1,644,389	1,799,932
2-13	Membership & Subscription	775	258	1,000	1,000	1,000
Total Commodities		775	258	1,000	1,000	1,000
3-61	Consulting Services	27,511	15,650	29,700	26,800	28,500
3-62	Legal Services	8,985	6,300	4,500	4,500	4,500
3-63	Auditing Services	525	-	-	-	-
3-65	Medical Examinations	-	-	750	500	500
3-66	Investment Expense	29,467	55,720	30,000	47,251	50,000
3-71	Schools, Conf, Meetings	2,995	875	3,000	2,500	2,500
3-72	Transportation	83	-	250	250	250
3-99	Miscellaneous Expense	-	3,805	100	5,000	5,000
Total Contractual Services		69,566	82,350	68,300	86,801	91,250
Total Operating Expenditures		1,451,078	1,678,086	1,785,689	1,732,190	1,892,182
Total Expenditures and Other Financing Uses		\$ 1,451,078	\$ 1,678,086	\$ 1,785,689	\$ 1,732,190	\$ 1,892,182

FIREFIGHTERS PENSION FUND

The Firefighters Pension Fund is a trust fund which accounts for the accumulation of resources to be used for current and future retirement and disability annuity payments for eligible fire personnel. Resources include employee and employer contributions and investment income.



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2014

Fund 071 - Fire Pension Fund

Account	Description	2010-2011 Actual	2011-2012 Actual	2012-2013 Budget	2012-2013 Projected	2013-2014 Budget
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 247,199	\$ 222,355	\$ 249,000	\$ 214,453	\$ 249,000
362.00-00	Gain on Sale of Investments	861,027	(116,882)	506,227	506,227	506,227
Total Investment Income		<u>1,108,226</u>	<u>105,473</u>	<u>755,227</u>	<u>720,680</u>	<u>755,227</u>
365.71-00	Fire Pension Contributions	260,615	262,035	261,456	261,456	271,451
389.03-00	Miscellaneous Income	-	-	-	-	-
Total Miscellaneous		<u>260,615</u>	<u>262,035</u>	<u>261,456</u>	<u>261,456</u>	<u>271,451</u>
391.01-00	Employer Contribution/General Fund	698,763	805,643	815,297	815,297	915,601
Total Interfund Transfers		<u>698,763</u>	<u>805,643</u>	<u>815,297</u>	<u>815,297</u>	<u>915,601</u>
Total Revenues and Other Financing Sources		<u>\$ 2,067,604</u>	<u>\$ 1,173,151</u>	<u>\$ 1,831,980</u>	<u>\$ 1,797,433</u>	<u>\$ 1,942,279</u>
Expenditures and Other Financing Uses						
1-43	Fire Pension	\$ 454,134	\$ 610,625	\$ 850,993	\$ 850,993	\$ 1,049,422
Total Personal Services		<u>454,134</u>	<u>610,625</u>	<u>850,993</u>	<u>850,993</u>	<u>1,049,422</u>
2-13	Membership & Subscription	1,675	775	2,333	2,333	2,333
Total Commodities		<u>1,675</u>	<u>775</u>	<u>2,333</u>	<u>2,333</u>	<u>2,333</u>
3-61	Consulting Services	21,288	34,012	32,000	32,000	15,800
3-62	Legal Services	2,600	4,814	5,000	10,000	8,000
3-63	Auditing Services	525	-	-	-	-
3-65	Medical Examinations	-	4,075	750	3,000	750
3-66	Investment Expense	13,231	6,560	13,235	25,149	28,000
3-71	Schools, Conf, Meetings	733	1,689	6,560	2,000	2,000
3-72	Transportation	-	-	1,560	1,560	1,000
Total Contractual Services		<u>38,377</u>	<u>51,150</u>	<u>59,105</u>	<u>76,509</u>	<u>58,350</u>
Total Expenditures and Other Financing Uses		<u>\$ 494,186</u>	<u>\$ 662,550</u>	<u>\$ 912,431</u>	<u>\$ 929,835</u>	<u>\$ 1,110,105</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 2014 through 2018

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 2014 budget by fund. **Tables II** and **III** display the Fiscal Year 2014 Capital Improvement Program by fund and category. **Table IV** provides the five-year Capital Improvement Plan by Fund.

Fiscal Year 2014 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 2014 through 2018 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

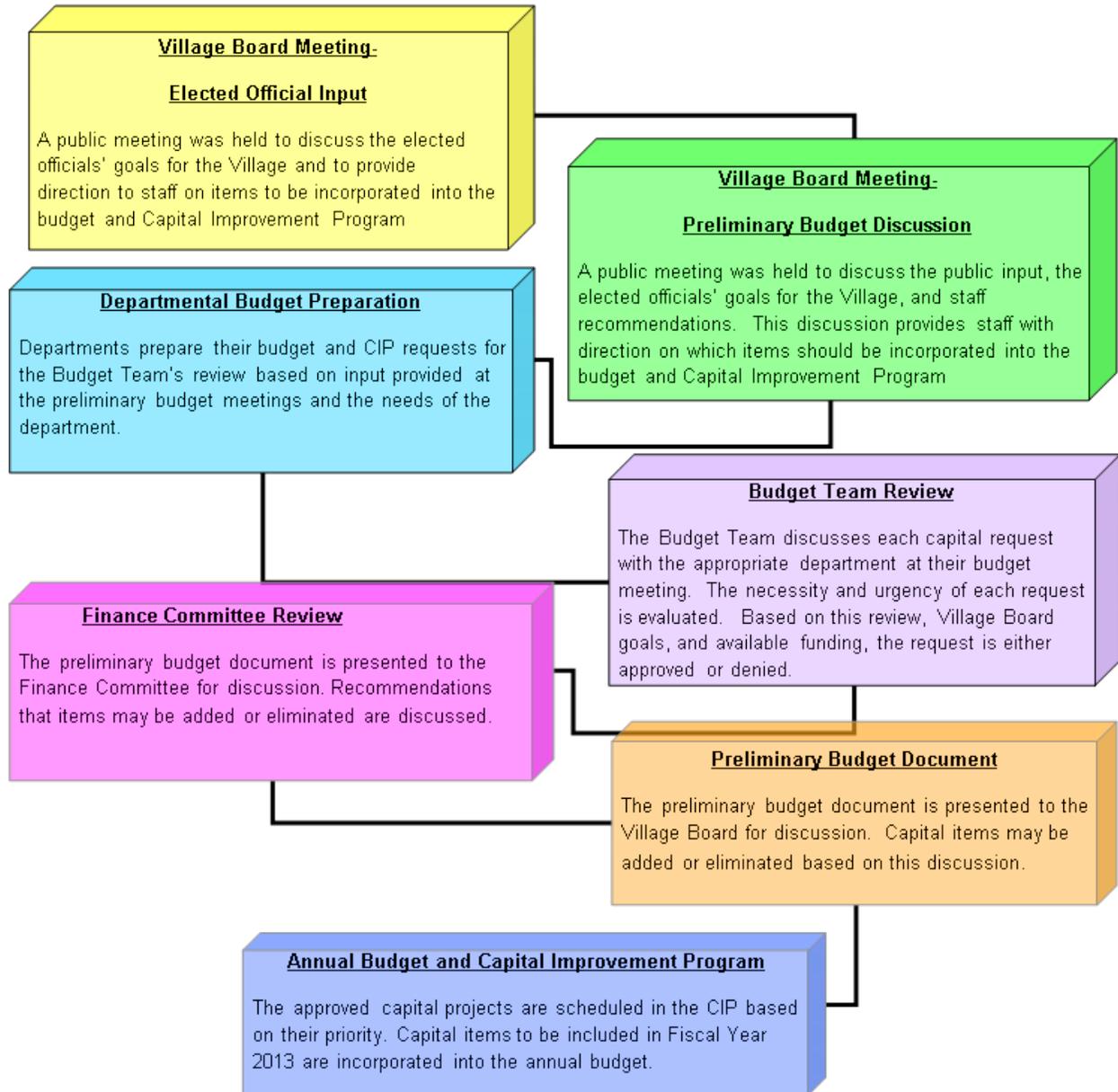


Exhibit 1

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 in December. A *Capital Request Form* is prepared for each capital item to be included in the current fiscal

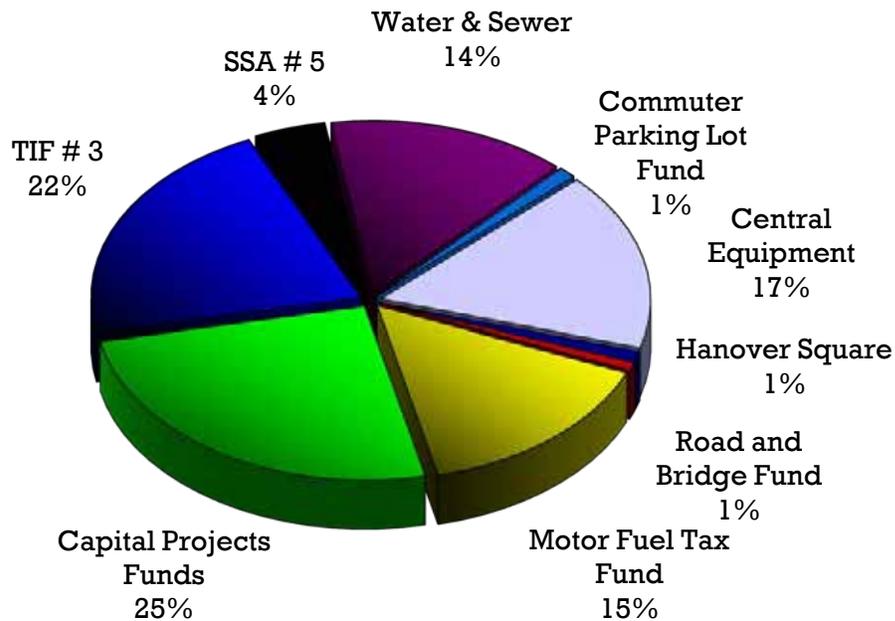
year's budget. A *Five-Year Summary of Capital Requests* is also prepared, which itemizes each anticipated capital request for the current budget year plus four years into the future.

Representatives from each department meet with the Budget Team during January. At this time, the department's capital requests are evaluated by the Budget Team comprised of the Village Manager, the Finance Director and Assistant Finance Director. 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 February or March 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 April of each year.

Funding Sources

Capital Improvements Summary By Fund
Fiscal Year 2014 Budget



**Capital Improvement Program
Summary by Fund**

Fund	Projected	Budget	Planned			
	2013	2014	2015	2016	2017	2018
Road and Bridge Fund	\$ 43,513	\$ 52,000	\$ -	\$ -	\$ -	\$ -
Motor Fuel Tax Fund	1,200,000	1,056,000	1,300,000	1,000,000	1,000,000	1,000,000
Capital Projects Funds	1,304,182	1,812,825	2,856,000	6,096,000	1,350,000	1,875,000
Municipal Building Fund	338,676	-				
TIF #3*	372,500	1,500,000				
SSA #3*	-	20,000				
SSA #5*	150,000	300,000				
Water and Sewer Fund	1,066,777	1,006,000	1,625,000	1,675,000	1,725,000	1,110,000
Commuter Parking Lot Fund	50,000	75,000	225,000	350,000	150,000	200,000
Hanover Square Fund*	274,820	72,558				
Central Equipment Fund	1,398,000	1,120,000	2,283,800	1,942,000	551,000	1,038,600
Total	\$ 6,198,468	\$ 7,014,383	\$ 8,289,800	\$ 11,063,000	\$ 4,776,000	\$ 5,223,600

*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:

010 - 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.

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.

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- 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, 035 – 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.

039 – Municipal Building Fund

The Municipal Building Fund revenues are provided by transfers from the General Fund. These funds are used for construction of Municipal Buildings within the Village. The Police Building was finalized in Fiscal Year 2013. No additional Capital Improvements are expected in this Fund in Fiscal Year 2014.

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.

052 – Hanover Square Shopping Center Fund

The Hanover Square Shopping Center Fund revenues are provided by rental income received from shopping center tenants. Funds are used for improvements to, and capital equipment used in the operation of the Hanover Square Shopping Center.

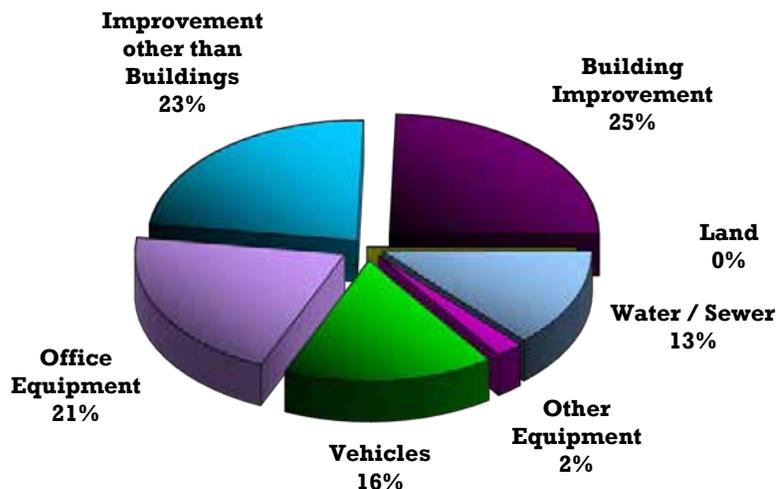
061 - Central Equipment Fund

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.

Program Highlights

The Fiscal Year 2013-2014 Capital Improvement Program totals \$7,014,383 or 13% of the total annual budget of all funds of \$55,259,775. Following is a summary of capital items by category:

Capital Improvement Program
Summary by Category
Fiscal Year 2014 Budget



Capital Improvement Program
Summary by Category

<u>Category</u>	<u>2014 Budget</u>
Improvements other than Buildings	\$1,633,000
Vehicles	1,138,000
Water and Sewer Improvements	927,000
Office Equipment	1,448,825
Other Equipment	148,000
Buildings	1,719,558
Total	<u>\$7,014,383</u>

Buildings

All improvements to buildings are expenditures under the Buildings category. Six separate improvements are budgeted for Fiscal Year 2014. Three of the six improvements are related to the Hanover Square Shopping Center Fund and TIF #3 Fund. \$1,000,000 has been budgeted for TIF related building improvements within the Hanover Square Shopping Center. In addition to these improvements, another phase of the roof repairs has been budgeted for \$500,000. \$72,558 has been budgeted out of the Hanover Square Shopping Center Fund for non-TIF related improvements to the Center.

Remodeling of the Village Hall has been needed after the Police Department transferred to their new building. Remodeling began in Fiscal Year 2013, but \$100,000 is budgeted this year to continue the remodel and reconfiguration. After the capital project is completed, several departments will continue spreading into the old Police Department and will have the storage and room space that is currently much needed. In addition to the remodel, the roof over the Community Development Department area must be repaired for \$30,000.

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 2014, it is anticipated that 12 streets will be resurfaced at a cost of \$950,000 and four additional streetlights will be placed within the Village at a cost of \$22,000. Special Service Area # 5 has \$300,000 budgeted for the second year of the multi-year lighting project. Engineering and planning for the project began in Fiscal Year 2013 and it will continue through Fiscal Year 215. Longmeadow Bridge will also be reconstructed at a cost of \$106,000. This work will begin in May and will include grinding approximately two inches of existing asphalt off of the street and

replacing it with a new two-inch thick asphalt surface. Prior to resurfacing, drainage structures will be rebuilt, sections of deteriorated pavement will be patched, and deteriorated sections of curb and gutter will be replaced.

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*. The Lake Street project is expected to increase current and future operating budgets due to increased median landscape maintenance, flower planting, and maintenance in the median planters and maintenance and electricity costs associated with the new decorative lighting.

Concrete street reconstruction and street resurfacing is also programmed in Fiscal Years 2014 through 2018. Streets will be selected based on the condition of the pavement. The Road and Bridge and Motor Fuel Tax Funds will finance these improvements.

Other Improvements

Other improvements include the continuation of the Arterial Fence Program and other miscellaneous projects throughout the Village. The Arterial Fence Program is an aesthetic improvement program involving the construction of eight-foot high cedar fencing along major arterial roadways throughout the Village. The Fiscal Year 2014 Budget also includes \$13,000 for the replacement of old and worn out Streetlight Banners. Most of these Banners have not been replaced at their scheduled time due to budget restraints, but a portion will be replaced this fiscal year. 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. In the Fiscal Year 2014 Budget, the largest Capital purchase is for the replacement of H T E/AS400, the Village's ERP System. The system is currently over 12 years old and is in need of replacement as it is no longer being supported by the software manufacturer. In addition, the system is not capable of performing many of the tasks required of a modern Village and there is no additional features being offered to update the outdated areas. The proximity (door access) system is also being replaced this year. The current system is installed on a personal computer acting as a server which fails frequently. Also, the manufacturer of the system hasn't updated the software in over 10 years. The remaining capital expenditures within the office equipment category include server and printer replacements that on a continued replacement cycle. 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.

Machinery and Equipment and Vehicles

The Machinery and Equipment category includes computer hardware and software, furniture, fire equipment, brush chippers, mowers, generators, and all other equipment not classified as 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 2014, \$148,000 is budgeted for Other Equipment and \$1,098,000 is

budgeted for vehicle replacements. Some of the items included in Other Equipment include automated ticket printers, firefighter protective gear, in-car video cameras and a pump replacement/rebuild. The vehicle replacement budget in Fiscal Year 2014, includes the purchase of a new Fire Rescue/Hazmat truck, a rehabilitation truck, graffiti removal vehicle, two 1 ½ ton dump trucks and a 2 ½ ton dump truck. While these are large purchases, the equipment does have a long useful life.

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. Machinery and Equipment purchases are funded by various Village funds. A detailed schedule of all Fiscal Year 2014 budgeted equipment purchases is included in Table I. Summary listings of all Fiscal Year 2014 budgeted Machinery and Equipment and 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 \$927,000 is included in the Fiscal Year 2014 budget for water and sewer improvements. This allocation includes \$600,000 for an expanded water main replacement program throughout both counties. 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. In Fiscal Year 2014, 1,750 feet of water/sewer lines are scheduled to be replaced, and increase of 450 feet from the prior year.

Water and sewer improvements budgeted also include a relining sanitary sewers costing \$100,000, add the Longmeadow Lane Bridge Sanitary Sewer Line at \$100,000, replacement of Sewer Main lines and installation of sanitary backup prevention systems costing \$40,000.

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 impact for each significant non-routine capital item is discussed in the ***Program Highlights*** section of the Capital Improvement Program narrative. 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 2014 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 03-52, Vehicle Maintenance and Replacement. In the Fiscal Year

2014 Budget, an additional \$40,000 will be used from the General Fund's Court Supervision funds to help purchase Village Police Squad Vehicles.

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.

Each year an additional amount is budgeted in Cost Center 550 in the General Fund for transfers to the General Capital Projects Fund to cover future fence and furniture replacements. The transfer for fence replacement is based on the linear feet of fences currently installed by the Village along roadways. As new fencing is installed, the amount of the required transfer increases. A portion of the fund balance in the General Capital Projects Fund is designated for these reserves.

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, Howard Killian, Public Works Director, Kay Nees, Assistant Finance Director, and Susan Krauser, Administrative Assistant to the Village Manager, for their assistance in the preparation of the Capital Improvement Program.

Respectfully submitted,



Rebekah B. Flakus, CPA
Director of Finance
March 14, 2013

Table I
Village of Hanover Park
2014 Capital Improvement Program - Detail by Fund

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2014 Budget. The table displays the project description, the amount included in the 2014 Budget, Cost Control Center, if any, Account, the justification for the project, and the annual anticipated dollar impact on the operating budget in the fiscal 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 2014 Capital Improvement Program. Table IV provides summary information on the Fiscal Year 2015 to 2018 Projected Capital Improvement Program.

010 ROAD AND BRIDGE FUND
\$52,000



Description	2014 Budget	Cost Control Center	Account
Additional Streetlights	\$22,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Four new streetlights at various locations throughout the Village.		Unknown, but not significant.	Increase in electrical costs and maintenance

Description	2014 Budget	Cost Control Center	Account
Elgin O'Hare Study	\$30,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This will study the traffic impacts of the possible extension of the Elgin O'Hare expressway as a four lane Blvd into the Village downtown center.		Unknown, but not significant.	None

011, 013 SPECIAL REVENUE FUNDS

\$1,076,000



Description	2014 Budget	Cost Control Center	Account
Street Resurfacing Program	\$950,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual resurfacing of various Village streets. It is anticipated approximately 12 streets will be resurfaced.		None	None

Description	2014 Budget	Cost Control Center	Account
Longmeadow Bridge Reconstruction	\$106,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Reconstruction of Longmeadow Bridge over the West Branch of the DuPage River. Village's 20% share of the total Construction costs.		None	None

Description	2014 Budget	Cost Control Center	Account
Installation of Bike Racks	\$20,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Special Service Area #3 will be installing Bike Racks throughout areas along Astor Avenue.		None	None

031 CAPITAL PROJECTS

\$1,812,825



Description	2014 Budget	Cost Control Center	Account
Computer Servers (2)	\$20,000	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village's backup systems are nearing capacity and in need of replacement to allow the IT Department to continually provide enough storage space to handle the information being back up.		None	None

Description	2014 Budget	Cost Control Center	Account
Printer Replacements	\$15,000	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
There are numerous printers that are nearing the end of their useful life and will cost the Village more to maintain them than to purchase a new one. When looking at replacing printers, the IT Department relies on the other department's discretion as to whether the printer is necessary for their job function.		None	None

Description	2014 Budget	Cost Control Center	Account
Desktop Computer Replacements	\$60,000	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Recommended replacement schedule of the current desktop computers is a four-year cycle to reduce incompatibility in hardware and reduce the number of personal computer related failures. Technology advances renders computers over 5 years in age obsolete. Several computers are between 7 and 10 years old and must be replaced.		None	None

Description	2014 Budget	Cost Control Center	Account
H T E/ AS400 Replacement (ERP System)	\$1,200,000	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current AS/400 system is over 12 years old with a typical life of 5-7 years. After this year the AS400 support contract will expire and will not be available to renew as the system is past its useful life. All departments have a need for a Microsoft based product that is easier to use and would save on paper and manual tracking of expenses and items.		None	None

Description	2014 Budget	Cost Control Center	Account
Proximity System	\$72,000	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The proximity system the Village currently uses has been failing. This past year the Village lost one panel that accounted for 4 doors and the cost to replace it was \$5,000. This system is currently installed on a personal computer acting as a server and has not been replaced in 7 years. The manufacturer of this system has not produced an update to the software in 12 years.		None	None

Description	2014 Budget	Cost Control Center	Account
Time Keeping Software	\$45,000	0610	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Police Department and the Fire Department currently keep their time and attendance on excel spreadsheets which are both time consuming and cumbersome. There is a need to have a system that is capable of automating this process to reduce the time necessary to track attendance. This system works in conjunction with the system already implemented for Public Works and Administration but allows these departments more flexibility in scheduling. It is capable of automating many of the tasks associated with time keeping and will eventually integrate with our new payroll system creating less user interaction both from Police and Fire and also from Payroll.		None	None

Description	2014 Budget	Cost Control Center	Account
Municipal Building Roof Repairs	\$30,000	0640	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village Hall roof has surpassed its life expectancy and is experiencing multiple leaks, most pressing near the Community Development Department area.		None	None

Description	2014 Budget	Cost Control Center	Account
Municipal Building Renovation	\$100,000	0610	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Continuing Village Hall renovations which started in Fiscal Year 2013, after the Police Department moved to its new facility.		None	None

Description	2014 Budget	Cost Control Center	Account
Parkway Tree Removal Program	\$20,000	0630	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Restoration of Trees throughout the Village. These trees would replace the dead Emerald Ash Trees removed since 2011.		None	None

Description	2014 Budget	Cost Control Center	Account
Holiday Decorations	\$10,000	0630	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is to replace the existing Lake Street holiday lighting. The Existing are 8 years old and in need of replacement. The Village is also missing six units due to light pole knock downs.		None	None

Description	2014 Budget	Cost Control Center	Account
Lake St. & Non-Lake Street Banners	\$13,000	0630	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replace Lake Street and non-Lake Street Spring/Summer Banners. Existing banners are in poor condition and need to be replaced.		None	None

Description	2014 Budget	Cost Control Center	Account
Arterial Fence Program	\$75,000	0660	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
8 ft. of cedar fence on the west side of County Farm Road south of the railroad tracks and north of Army Trail Road. The fence will provide soundproofing for residents living in that area.		Minimal	Repair and Maintenance costs

Description	2014 Budget	Cost Control Center	Account
Toughbooks (10)	\$50,000	0810	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Police Department currently has thirty (30) toughbooks in production in their vehicles that should be placed on an annual program. The IT Departments recommendation is to schedule 1/3 of the inventory for replacement every year so that we can reduce incompatibility in hardware and also reduce the number of personal computer related failures. Technology advances at an incredible pace which renders these computers obsolete in 3 years.		None	None

Description	2014 Budget	Cost Control Center	Account
Toughbooks (5)	\$25,000	0720	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Fire Department currently has fifteen (15) toughbooks in production in their ambulances, command vehicles, and engines that should be placed on an annual program. The IT Departments recommendation is to schedule 1/3 of the inventory for replacement every year so that we can reduce incompatibility in hardware and also reduce the number of personal computer related failures. Technology advances at an incredible pace which renders these computers obsolete in 3 years.		None	None

Description	2014 Budget	Cost Control Center	Account
Firefighter Protective Gear	\$34,000	0720	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The bulk of the firefighting turnout gear was purchased with a grant received in 2006. There are many sets of gear that have been used extensively, show signs of wear and have developed failures of key components such as knee pads or wristlets. Also, several replacement firefighters have been hired since 2006 and have been issued gear from a much earlier purchase than 2006. This purchase represents 25% of the workforce. The Department started rotating out aging gear 3 years ago in an attempt to comply with applicable NFPA standards and to ensure that firefighters are wearing/using protective equipment that is in good repair and of sufficient quality to minimize injuries. The current life cycle of the Department's protective equipment based on usage is 4-5 years.		None	None

Description	2014 Budget	Cost Control Center	Account
In-Car Video Cameras (2)	\$10,000	0820	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Police Department utilizes in-car video in 14 of its 16 marked squad cars. Two marked squads do not have in-car video, which does not allow the Police Department to use these vehicles on patrol. With the addition of two new in-car video cameras the entire fleet will be equipped with in-car video cameras allowing the Police Department to deploy all its fleet in patrol.		None	None

Description	2014 Budget	Cost Control Center	Account
Vaisala Portable Traffic Analyzer	\$14,000	0820	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Portable traffic analyzer will be used by the Strategic Enforcement and Prevention Unit and would perform traffic counts, determine type of vehicle by width of axle, and record speeds. The Police Department investigates numerous speeding auto complaints with the residential neighborhoods. The portable traffic analyzer would replace the departments Stealth Stat unit, which is used when conducting electronic surveys of roadways within the Village where speeding complaints are received. The portable traffic analyzer is state of the art technology which can be easily affixed to the roadway by police personnel.		None	None

Description	2014 Budget	Cost Control Center	Account
IPADS for PD Deputy Chiefs	\$1,200	0810	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The IPAD has been adopted by the Village Board for use in Board meetings. The Police Department would like this focus on technology to continue at the police department. The (2) IPAD's would be for the two Deputy Chiefs to be used at board meetings, daily work activities and when away from the police station.		None	None

Description	2014 Budget	Cost Control Center	Account
FIREHOUSE Mobile Inspector for IPAD Module	\$625	0710	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
By purchasing mobile products designed for IPAD usage, inspections can be completed faster, obtaining signatures on forms and print inspection notices more efficiently. The IPAD is significantly less cost than a traditional computer.		None	None

Description	2014 Budget	Cost Control Center	Account
In-Car Automated Ticket Printer	\$18,000	0820	13-43
Justification	Annual \$ Impact on Operating Budget	Description of Operating Budget Impact	
<p>In-car ticket printers will be used by the Police Department's Patrol Parking Enforcement, and Code Enforcement Divisions to print electronic copies of traffic, parking and local ordinance violations issued to violators. The Cook County Clerk's Office is in the process of transitioning all police agencies within the county to an electronic ticket printing process, which was recently implemented. This process will transmit all citations issued electronically into the Cook County Clerk's Office ticket data base, which will streamline the process. This process is currently utilized in DuPage County also and these printers will be compatible with the DuPage County Clerk's Office software.</p>	None	None	



033, 035 SPECIAL REVENUES
\$1,800,000

Description	2014 Budget	Cost Control Center	Account
TIF #3 Improvements	\$1,500,000		13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Various Public improvements in the Tax incremental financing district at the Hanover Square Shopping Center including White Box Building Improvements and Roof Repairs.		None	None

Description	2014 Budget	Cost Control Center	Account
SSA#5 Public Improvements	\$300,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Various Public improvements in the Special Service Area within the Tanglewood townhome development. The improvements are part of a multi-year Street Lighting Project.		None	None

050 WATER AND SEWER FUND

\$1,006,000



Description	2014 Budget	Cost Control Center	Account
Roof Replacement – Schick Pumping Station	\$17,000	5020	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current rubber membrane roof was installed in 1978 when the pump station was built. The patching repairs are not holding up.		None	None

Description	2014 Budget	Cost Control Center	Account
Replace Gate – Schick Pumping Station	\$12,000	5020	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replace entry gate for Schick Road Pump Station. Set back away from the road with new card reader access to add security and allow safer entry to the pump station.		None	None

Description	2014 Budget	Cost Control Center	Account
Replace Flow Meter for Well # 4	\$12,000	5020	13-73
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Current turbine meter is not accurate and fails to read most of the time. Currently, the wells pump rate is being calculated based on the gain in the storage tanks.		None	None

Description	2014 Budget	Cost Control Center	Account
Pump Replacement/Rebuild	\$50,000	5050	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Wastewater Department has approximately 30 pumps throughout the collection system and STP1. Several of these pumps are at an age where it is not cost prohibitive to repair them. These dollars will only be used in situations where repairs to pumps outweigh the cost of a new pump.		None	None

Description	2014 Budget	Cost Control Center	Account
Driveway Replacement Program	\$75,000	5050	13-61
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Overlay of the STP1 driveway. Existing driveway installed in 1987. This project will be big with the Engineering Department's street resurfacing program.		None	None

Description	2014 Budget	Cost Control Center	Account
Sanitary Sewer Backup Prevention Program	\$40,000	5060	13-62
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 each.		None	None

Description	2014 Budget	Cost Control Center	Account
Sanitary Sewer Main Replacement	\$600,000	5060	13-62
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replace 1,450 feet in Cook County and 300 feet in DuPage County of sanitary sewer line that is severely back pitched and has caused an increase in maintenance costs due to reduced flow rate.		None	None

Description	2014 Budget	Cost Control Center	Account
Longmeadow Lane Bridge Sanitary Sewer Line	\$100,000	5060	13-62
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Sanitary Sewer line that needs to be moved as part of bridge replacement project.		None	None

051 COMMUTER PARKING LOT FUND**\$75,000**

Description	2014 Budget	Cost Control Center	Account
Platform Improvements	\$75,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Installation of an additional warming shelter for in-bound passengers at the Commuter Lot.		None	None

052 HANOVER SQUARE SHOPPING CENTER FUND**\$72,558**

Description	2014 Budget	Cost Control Center	Account
Building Improvements	\$72,558		13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Various Improvements to the Hanover Square Shopping Center including sidewalk repairs, roof leaks, building repairs etc.		None	None



061 CENTRAL EQUIPMENT FUND

\$1,120,000

Description	2014 Budget	Cost Control Center	Account
Police Squad Cars	\$100,000	0820	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
These squads would replace four squads. Due to their age and condition, these squads are no longer dependable for regular usage. An additional \$40,000 will be utilized from the Court Supervision funds to provide the additional funding for these vehicles.		None	None

Description	2014 Budget	Cost Control Center	Account
Full Size Van	\$30,000	6110	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This in an unmarked sedan used by the Investigations Division. It is no longer dependable for front line service.		None	None

Description	2014 Budget	Cost Control Center	Account
Fire Heavy Rescue/Hazmat Truck	\$250,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit will replace a 1988 Heavy Rescue that was converted into a hazardous materials unit. The new unit is smaller and will be custom designed for the equipment used for Hazardous Materials Response. It will also be designed to pull, when needed, one of the two hazardous materials trailers. The smaller unit will be designed to better respond to the hazmat incidents the Village encounters.		None	None

Description	2014 Budget	Cost Control Center	Account
Rehab Truck	\$250,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Fire Department is currently utilizing a retrofitted 1995 ambulance for rehab duties. This unit's function has increased along with its demand in support of other MABAS callouts. The unit is in poor condition and the converted ambulance configuration is a poor fit for providing rehab services. A unit custom designed for this function would be significantly more useful.		None	None

Description	2014 Budget	Cost Control Center	Account
1 ½ Ton Dump Truck – with Plow	\$76,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is the primary response unit for the Commuter Log snow and ice. The compact size and heavy capacity is ideal for the parking aisles. The replacement unit will have improved de-icing capabilities.		None	None

Description	2014 Budget	Cost Control Center	Account
2 ½ Ton Dump Truck	\$162,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is one of the Village's primary snow and ice response vehicles. It is no longer dependable for this application due to its age and condition. The replacement unit will be equipped with improved de-icing capabilities and designed for an extended life.		None	None

Description	2013 Budget	Cost Control Center	Account
1 ½ Ton Dump Truck – with Plow	\$72,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This truck is a primary snow and ice route truck. It is no longer dependable due to age and corrosion.		None	None

Description	2014 Budget	Cost Control Center	Account
Graffiti Removal Truck	\$45,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit carries the Village's graffiti removal pressure washer and is the cornerstone of the Graffiti Removal Program. The unit does not accumulate much mileage, but the replacement will be more versatile for better utilization.		None	None

Description	2014 Budget	Cost Control Center	Account
Fire Command Vehicle	\$45,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current command vehicle is 9 years old and no longer dependable for front line service. This unit is used by the on-duty battalion chief and responds to over 600 emergency incidents annually. The new unit will become the primary command unit and the current unit will be used for several more years, but as a backup to the primary command vehicle.		None	None

Description	2014 Budget	Cost Control Center	Account
Large Sport Utility Vehicle – Patrol	\$37,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This large sport utility vehicle is normally driven by the Sergeant on duty. Its size allows transport of additional tools and equipment for special situations.		None	None

Description	2014 Budget	Cost Control Center	Account
Compact Utility Truck	\$31,000	6110	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current vehicle is 12 years old with over 100,000 miles. While the unit is still in fair condition, it would be better suited in a less demanding role.		None	None

Description	2014 Budget	Cost Control Center	Account
Utility Cart	\$12,000	6110	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
An additional small utility cart would be utilized by Building Maintenance for maintenance work on the Village properties and Commuter Lot. This would be more efficient than utilizing a truck currently within the Village.		None	None

Description	2014 Budget	Cost Control Center	Account
Hydro-Mower	\$10,000	6110	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current unit was poorly designed and is seldom used. The new unit will be more versatile for the Village's applications.		None	None

Table II
Village of Hanover Park
2014 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'14 Cost
010		13-22	Additional Streetlights	\$22,000
			Elgin O'Hare Study	\$30,000
				\$52,000 0.74%
011		13-22	Street Light Resurfacing	\$950,000
		13-22	Longmeadow Bridge Reconstruction	\$106,000
				\$1,056,000 15.05%
013		13-22	Installation of Bike Racks	\$20,000
				\$20,000 0.29%
031	640	13-21	Village Hall Roof Repairs	\$30,000
	610	13-21	Village Hall Remodel	\$100,000
	660	13-22	Arterial Fence Program	\$75,000
	630	13-22	Parkway Tree Removal	\$20,000
	630	13-22	Holiday Decorations	\$10,000
	630	13-22	Replacement of Spring/Summer Lake Street Banners	\$6,500
	630	13-22	Replacement of Non-Lake Street Banners	\$6,500
	470	13-31	H T E/ AS400 Replacement (ERP System)	\$1,200,000
	470	13-31	Printer Replacement	\$15,000
	470	13-31	Servers (4)	\$20,000
	610	13-31	Public Works Time Keeping Software	\$45,000
	470	13-31	(5) Desktop Computer Replacement \$1,200 each	\$60,000
	810	13-31	(10) Panasonic Toughbooks for PD (\$5,000 each)	\$50,000
	720	13-31	(5) Panasonic Toughbooks for FD (\$5,000 each)	\$25,000
	470	13-31	Proximity System	\$72,000
	810	13-31	Apple IPADS for PD Deputy Chiefs	\$1,200
	720	13-31	FIREHOUSE Mobile Inspector for IPAD Module	\$625
	820	13-43	In Car Automated Ticket Printers	\$18,000
	820	13-43	Vaisala Portabilt Traffic Analyzer	\$14,000
	820	13-43	New in-car video cameras for 2 vehicles	\$10,000
	720	13-43	Firefighter Protective Gear	\$34,000
				\$1,812,825 25.84%
033		13-21	White Box - Building Improvements	\$1,000,000
		13-21	Roof Repairs	\$500,000
				\$1,500,000 21.38%
035		13-22	SSA #5 Public Improvements - Multi-year Lighting project	\$300,000
				\$300,000 4.28%

Table II
Village of Hanover Park
2014 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'14 Cost
050	5020	13-21	Roof Replacement - Schick Road Pumping Station	\$17,000
	5020	13-22	Replace and Move Gate at Schick Road Pumping Station	\$12,000
	5020	13-73	Replace Flow Meter for Well #4	\$12,000
	5030	13-72	Replace Cook County Water Mains 1,450 feet	\$500,000
	5030	13-72	Replace DuPage County Water Mains 300 feet	\$100,000
	5050	13-43	Pump Replacement or Rebuild	\$50,000
	5050	13-61	Driveway Replacement	\$75,000
	5060	13-62	Sanitary Sewer Backup Prevention Program	\$40,000
	5060	13-62	Longmeadow Lane Bridge Sanitary Sewer Line	\$100,000
	5060	13-62	Reline Sanitary Sewers	\$100,000
				\$1,006,000
				14.34%
051		13-22	Platform Improvements	\$75,000
				\$75,000
				1.07%
052		13-21	Hanover Square Building Improvements	\$72,558
				\$72,558
				1.03%
061	6110	13-41	(4) Squad Cars	\$100,000
	6110	13-41	Full Size Van	\$30,000
	6110	13-42	Fire Heavy Rescue/Hazmat Truck # 370	\$250,000
	6110	13-42	Rehab Truck	\$250,000
	6110	13-42	2 1/2 Ton Dump Truck	\$162,000
	6110	13-42	1 1/2 Ton Dump Truck - with Plow	\$76,000
	6110	13-42	1 1/2 Ton Dump Truck - with Plow	\$72,000
	6110	13-42	Graffiti Removal Truck # 12	\$45,000
	6110	13-42	Fire Command Vehicle # 306	\$45,000
	6110	13-42	Large SUV Patrol # 163	\$37,000
	6110	13-42	Compact Utility Truck # 58	\$31,000
	6110	13-43	Utility Cart	\$12,000
	6110	13-43	Hydro-mower	\$10,000
				15.97%
Grand Total				\$7,014,383

Table III
Village of Hanover Park
2014 Capital Improvement Program by Category

Fund	CCC	Account	Description	FY'14 Cost
Buildings				
031	640	13-21	Village Hall Roof Repairs	\$30,000
031	610	13-21	Village Hall Remodel	\$100,000
033		13-21	White Box - Building Improvements	\$1,000,000
033		13-21	Roof Repairs	\$500,000
050	5020	13-21	Roof Replacement - Schick Road Pumping Station	\$17,000
052		13-21	Hanover Square Building Improvements	\$72,558
				\$1,719,558
				24.51%
Improvements Other Than Buildings				
010		13-22	Additional Streetlights	\$22,000
010		13-22	Elgin O'Hare Study	\$30,000
011		13-22	Street Light Resurfacing	\$950,000
011		13-22	Longmeadow Bridge Reconstruction	\$106,000
013		13-22	Installation of Bike Racks	\$20,000
031	660	13-22	Arterial Fence Program	\$75,000
031	630	13-22	Parkway Tree Removal	\$20,000
031	630	13-22	Holiday Decorations	\$10,000
031	630	13-22	Replacement of Spring/Summer Lake Street Banners	\$6,500
031	630	13-22	Replacement of Non-Lake Street Banners	\$6,500
035		13-22	SSA #5 Public Improvements - Multi-year Lighting project	\$300,000
050	5020	13-22	Replace and Move Gate at Schick Road Pumping Station	\$12,000
051		13-22	Platform Improvements	\$75,000
				\$1,633,000
				23.28%
Office Equipment				
031	470	13-31	H T E/ AS400 Replacement (ERP System)	\$1,200,000
031	470	13-31	Printer Replacement	\$15,000
031	470	13-31	Servers (4)	\$20,000
031	610	13-31	Public Works Time Keeping Software	\$45,000
031	470	13-31	(50) Desktop Computer Replacement \$1,200 each	\$60,000
031	810	13-31	(10) Panasonic Toughbooks for PD (\$5,000 each)	\$50,000
031	720	13-31	(5) Panasonic Toughbooks for FD (\$5,000 each)	\$25,000
031	470	13-31	Proximity System	\$72,000
031	810	13-31	Apple IPADS for PD Deputy Chiefs	\$1,200
031	710	13-31	FIREHOUSE Mobile Inspector for IPAD Module	\$625
				\$1,488,825
				21.23%
Other Equipment				
031	820	13-43	In Car Automated Ticket Printers	\$18,000
031	820	13-43	Vaisala Portabilt Traffic Analyzer	\$14,000
031	820	13-43	New in-car video cameras for 2 vehicles	\$10,000
031	720	13-43	Firefighter Protective Gear	\$34,000
050	5050	13-43	Pump Replacement or Rebuild	\$50,000
061	6110	13-43	Utility Cart	\$12,000
061	6110	13-43	Hydro-mower	\$10,000
				\$148,000
				2.11%

Table III
Village of Hanover Park
2014 Capital Improvement Program by Category

Fund	CCC	Account	Description	FY'14 Cost
Vehicles				
061	6110	13-41	(4) Squad Cars	\$100,000
061	6110	13-41	Full Size Van	\$30,000
061	6110	13-42	Fire Heavy Rescue/Hazmat Truck # 370	\$250,000
061	6110	13-42	Rehab Truck	\$250,000
061	6110	13-42	2 1/2 Ton Dump Truck	\$162,000
061	6110	13-42	1 1/2 Ton Dump Truck - with Plow	\$76,000
061	6110	13-42	1 1/2 Ton Dump Truck - with Plow	\$72,000
061	6110	13-42	Graffiti Removal Truck # 12	\$45,000
061	6110	13-42	Fire Command Vehicle # 306	\$45,000
061	6110	13-42	Large SUV Patrol # 163	\$37,000
061	6110	13-42	Compact Utility Truck # 58	\$31,000
				\$1,098,000
				15.65%
Water and Sewer Improvements				
050	5050	13-61	Driveway Replacement	\$75,000
050	5060	13-62	Sanitary Sewer Backup Prevention Program	\$40,000
050	5060	13-62	Longmeadow Lane Bridge Sanitary Sewer Line	\$100,000
050	5060	13-62	Reline Sanitary Sewers	\$100,000
050	5030	13-72	Replace Cook County Water Mains 1,450 feet	\$500,000
050	5030	13-72	Replace DuPage County Water Mains 300 feet	\$100,000
050	5020	13-73	Replace Flow Meter for Well #4	\$12,000
				\$927,000
				13.22%
Grand Total				\$7,014,383

Table IV
Village of Hanover Park
Fiscal Year 2015 - 2018 Capital Improvement Plan

Fund	CCC	Description	FY'15	FY'16	FY'17	FY'18
General Fund Capital Improvements						
001	135	Plantings at Apiary	\$ 5,000	\$ -	\$ -	\$ -
001	135	Shelter		50,000		
001	470	Annual Computer Replacement	75,000	75,000	75,000	75,000
001	470	Annual Toughbook Replacement PD	50,000	50,000	50,000	50,000
001	470	Annual Toughbook Replacement FD	25,000	25,000	25,000	25,000
001	470	Exchange CALS for Email				192,000
001	470	Printer Replacements	15,000	15,000	15,000	15,000
001	470	Server Replacement	20,000	20,000	20,000	20,000
001	470	Loaner Laptops	8,000			
001	610	PW space Study	50,000			
001	610	Fleet Expansion		750,000		
001	610	Fire Station 2		3,500,000		
001	610	PW storage Fence	75,000			
001	610	Village Hall Improvements	100,000			
001	610	STP 2 Fence and Improvements	150,000			
001	620	Box Culvert Cleaning		250,000		
001	620	Creek Bank Repairs	100,000	100,000	100,000	100,000
001	620	Lighted Street Name Signs	80,000	40,000		
001	620	Morton Pond Excavation	200,000			
001	620	Lake Street Medians	50,000	50,000		
001	630	Parkway Tree replacement	140,000	140,000	140,000	140,000
001	630	Holiday Decorations	10,000	10,000	10,000	45,000
001	630	Lake Street Planter Boxes	100,000	100,000		
001	630	Entrance Sign to Village Hall	35,000			
001	630	Replacement Banners	13,000	15,000	15,000	15,000
001	640	Village Hall Roof top	700,000			
001	640	PD Mechanic room seal		100,000		
001	640	VH/PW HVAC Computer system	10,000			
001	640	Butler Building Roof	20,000			100,000
001	640	PW Generator				
001	640	Fire Station one 2nd Floor Flooring			25,000	
001	640	Butler building floors	35,000			
001	640	PW Pressure Washer			20,000	
001	640	PW Roof				400,000
001	640	Village Hall Roof		60,000		
001	640	Village Hall Boilers			150,000	
001	640	Village Hall carpet 2nd floor	40,000			
001	640	Village Hall carpet basement	40,000			
001	640	Village Hall Tuck pointing	20,000			
001	640	PW Women's locker room repairs	20,000			
001	640	Triangle Park Electrical		60,000		
001	640	Pw garage door operators			40,000	
001	640	Village Hall Fire Panel	20,000	60,000		
001	640	PW Fire Panel	30,000			
001	660	GPS Equipment	25,000			
001	660	Traffic Counters	25,000			
001	660	Bike Path Construction	250,000	250,000	250,000	250,000
001	660	Church Street Drainage Study	30,000			
001	660	Village Hall P Lot reconstruction	200,000	200,000	200,000	
001	670	Parking Lot and driveway	300,000	350,000		
001	670	Backstops	20,000	20,000	25,000	25,000
001	670	Landscaping	100,000			
001	670	Sign	75,000			
001	670	Bathroom facilities	100,000			
001	670	Goal Posts			15,000	
001	670	Concession stands				100,000
001	670	Fence around football field		45,000		
001	710	SCBA Compressor/Cascade				40,000
001	710	SCBA Units 52				182,000
001	710	SCBA Cylinders 80		20,000		
001	710	AED			38,000	40,000
001	710	LIFEPAK 15 Biphasic Monitor		37,000	39,000	41,000
001	710	FF Protective Gear	35,000	37,000	39,000	41,000

Table IV
Village of Hanover Park
Fiscal Year 2015 - 2018 Capital Improvement Plan

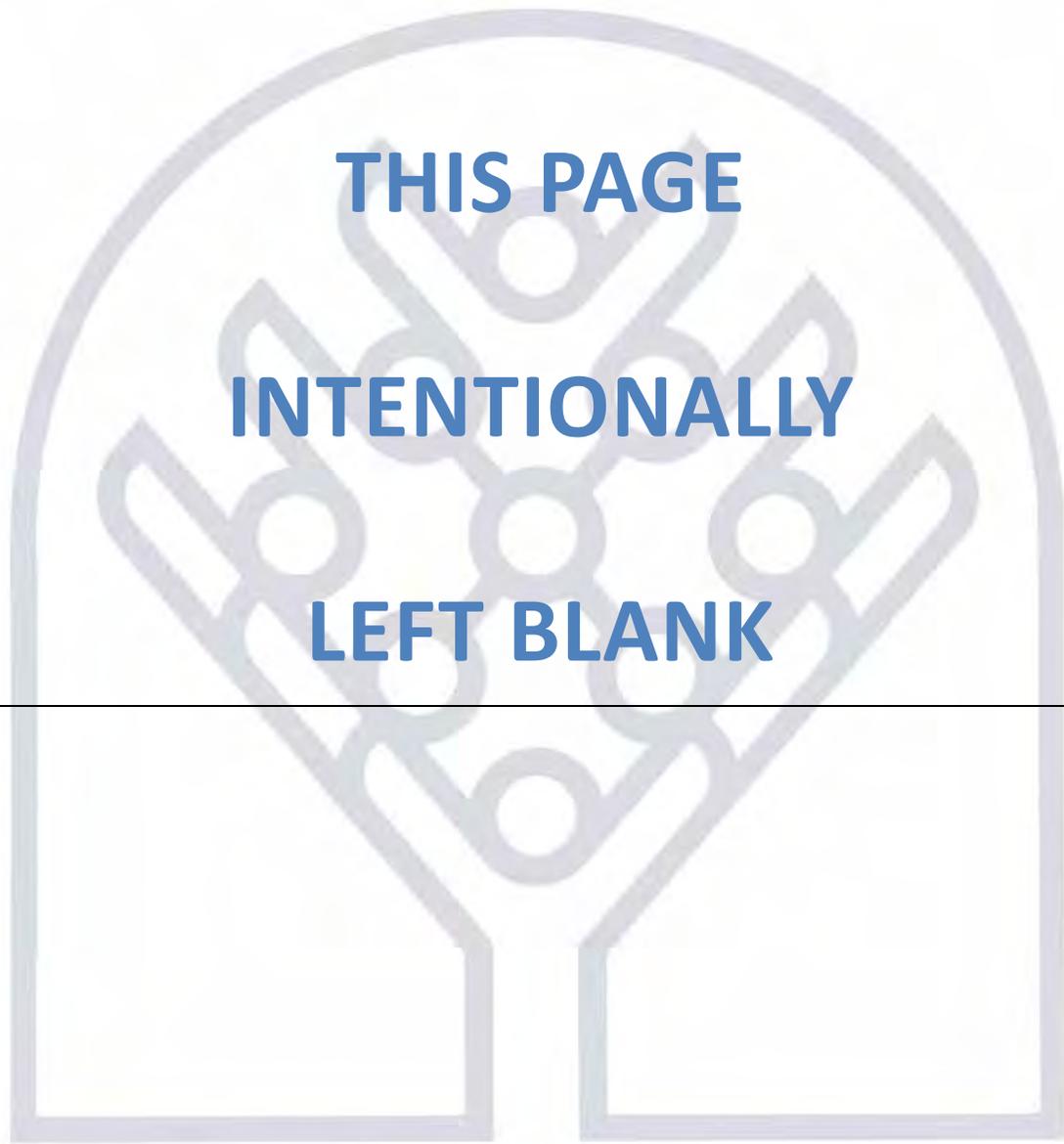
Fund	CCC	Description	FY'15	FY'16	FY'17	FY'18
001	710	Masimo Rad 57 Oximeter			63,000	67,000
001	710	Thermo Imaging Camera	10,000	10,500	11,000	12,000
001	710	Hurst Rescue Tools		30,000		
001	810	Speed Trailer	15,000			
001	810	Protective Vests	10,000	16,500		
001	810	Tasers	20,000			
001	810	In Car Video Replacement		25,000	25,000	25,000
Total General Fund Capital Improvements			\$ 3,451,000	\$ 6,511,000	\$ 1,390,000	\$ 2,000,000
			38.84%	56.73%	28.86%	37.39%
Motor Fuel Tax Fund Capital Improvements						
011		Street Resurfacing	\$ 900,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
011		Concrete Street Reconstruction	400,000			
Total Motor Fuel Tax Fund Capital Improvements			\$ 1,300,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
			14.63%	8.71%	20.76%	18.70%
Commuter Park Lot Fund Capital Improvements						
051		Station improvements	\$ -	\$ 200,000	\$ -	\$ -
051		Parking lot resurfacing	150,000	150,000	150,000	200,000
051		Entryway Monuments	75,000			
Total Commuter Park Lot Fund Capital Improvements			\$ 225,000	\$ 350,000	\$ 150,000	\$ 200,000
			2.53%	3.05%	3.11%	3.74%
Water & Sewer Fund Capital Improvements						
050	5020	Well 4 Generator	\$ -	\$ 200,000	\$ -	\$ -
050	5020	Well House 4 improvements		100,000		
050	5020	Electrical Upgrade to Schick Rd				280,000
050	5020	Scada Upgrade			100,000	
050	5020	Morton Tank Rehab	250,000			
050	5020	Well 4 north tank		230,000		
050	5020	Well 4 Rehab	200,000			
050	5030	Water main Replacement	500,000	500,000	500,000	500,000
050	5040	Large meter change out	20,000	20,000	20,000	20,000
050	5040	Fixed reading network		300,000		
050	5050	Kingsbury Lift Station			800,000	
050	5050	Sludge Storage Building	350,000			
050	5050	Muffin monser rebuild	20,000			
050	5050	Plum Tree pump rebuild		20,000		
050	5050	Turnberry Pump Rehab			20,000	
050	5050	Savannah Pump Rehab				25,000
050	5050	Return Pump Rehab		20,000		
050	5060	I and I study	100,000	100,000	100,000	100,000
050	5060	Sewer Relining	100,000	100,000	100,000	100,000
050	5060	Manhole Sealing	50,000	50,000	50,000	50,000
050	5060	Overhead Sewer Program	35,000	35,000	35,000	35,000
Total Water & Sewer Fund Capital Improvements			\$ 1,625,000	\$ 1,675,000	\$ 1,725,000	\$ 1,110,000
			18.29%	14.59%	35.82%	20.75%

Table IV
Village of Hanover Park
Fiscal Year 2015 - 2018 Capital Improvement Plan

Fund	CCC	Description	FY'15	FY'16	FY'17	FY'18
Central Equipment Fund Improvements						
061	6110	Sign Truck 14	\$ -	\$ 115,000	\$ -	\$ -
061	6110	Pick up 15		28,000		
061	6110	Crane Truck 17				103,600
061	6110	2 1/2 ton dump 20			180,000	
061	6110	5 ton dump 21				190,000
061	6110	5 ton dump 22	170,000			
061	6110	pick up 55	32,000			
061	6110	Service truck 61				44,500
061	6110	2 1/2 ton dump 108		175,000		
061	6110	Utility Truck 114	48,000			
061	6110	Pick up 115		35,000		
061	6110	Pick up 126				26,000
061	6110	Compact pick up 125	23,000			
061	6110	pick up 129			32,000	
061	6110	SUV 134	33,000			
061	6110	Pick up 135		34,500		
061	6110	Sewer Combination 151	400,000			
061	6110	Impala 160	30,000			
061	6110	Police Patrol 161			40,000	
061	6110	Police Patrol 162			40,000	
061	6110	Police Tahoe 163		36,000		
061	6110	Police Patrol 164	35,000		40,000	
061	6110	Police Patrol 165		40,000		
061	6110	Police SUV 166	36,000			42,000
061	6110	Police Patrol 167	35,000		40,000	
061	6110	Police Patrol 168		40,000		
061	6110	Police Patrol 169	36,000			42,000
061	6110	Police Patrol 170	36,000			42,000
061	6110	Police Patrol 171	36,000			42,000
061	6110	Police Patrol 172			40,000	-
061	6110	Police Patrol 173	35,000		40,000	
061	6110	police Patrol 174	36,000			42,000
061	6110	Police Patrol 175		40,000		
061	6110	Police Patrol 176			40,000	
061	6110	Police Investigation 182	29,000			
061	6110	Police Investigation 184		32,000		
061	6110	Police Van 185		26,000		
061	6110	Police Command 187				35,000
061	6110	Community SUV 194				28,000
061	6110	Community SUV 222		32,000		
061	6110	Fire Command 301	53,000			
061	6110	Fire Inspector	24,000			
061	6110	Fire Pumper 364	560,000			
061	6110	Fire Ladder 371		1,200,000		
061	6110	Ambulance 381				215,000
061	6110	Ambulance 384	192,000			
061	6110	Backhoe 429	135,000			
061	6110	Front end loader 430	185,000			
061	6110	Roller 435				32,500
061	6110	Graffiti 439	15,000			
061	6110	Mower 471		15,000		
061	6110	Mower 472			17,000	
061	6110	Mower 475				18,000
061	6110	Mower 476		27,000		
061	6110	Mower 477	6,800			

Table IV
Village of Hanover Park
Fiscal Year 2015 - 2018 Capital Improvement Plan

Fund	CCC	Description	FY'15	FY'16	FY'17	FY'18
061	6110	Mower 478	13,000			
061	6110	skyjack 496			27,000	
061	6110	Bobcat 530		66,500		
061	6110	Mower 544			15,000	
061	6110	Backhoe 552				136,000
061	6110	Chipper 675	50,000			
Total Central Equipment Fund Capital Improvements			\$ 2,283,800	\$ 1,942,000	\$ 551,000	\$ 1,038,600
			25.70%	16.92%	11.44%	19.42%
TOTAL Fiscal Year 2015 - 2018 Capital Improvement Plan			\$8,884,800	\$11,478,000	\$4,816,000	\$5,348,600



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Hanover Park

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>FY2004</u>	<u>FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>
Police	68.75	68.75	70.75	72.75	73.75	76.75	76.75	84.65	84.65	84.65
Fire	27.00	27.00	30.00	30.00	33.00	36.00	36.00	36.00	36.00	41.00
Public Works	41.25	41.25	40.25	40.25	40.25	40.25	39.35	36.65	36.65	40.00
Community Development	10.00	9.18	9.18	9.18	9.18	9.18	8.18	8.00	8.00	2.00
Finance	7.10	6.10	6.10	6.10	6.10	6.10	6.10	6.07	6.07	4.80
Information Technology	0.00	0.00	0.00	0.00	1.95	1.95	1.95	1.95	1.95	1.95
Water & Sewer	11.87	10.69	10.69	10.69	11.94	11.94	11.39	11.42	11.42	9.94
Commuter Lot	3.00	3.00	3.00	3.00	3.00	3.00	2.90	2.40	2.40	2.50
Other (Administration, Engineering, etc.)	13.03	12.03	12.03	12.03	12.03	10.83	10.83	8.86	7.86	8.16
TOTAL FULL-TIME:	182.00	182.00	182.00	187.00	193.00	196.00	196.00	196.00	195.00	195.00
Added (Full-time Positions):	4	4	2	5	8	4	4	4	1	2
Deleted (Full-time Positions):	6	6	0	0	2	1	1	1	2	2

FY2004

- + (3) FF/Paramedics
- + Senior Planner
- Asst. Dir. Comm. Dev.
- HR Assistant
- Maintenance Worker (Streets Div.)
- Maintenance Worker (Water & Sewer Div.)
- Admin. Secretary (Comm. Dev.)
- Village Services Rep.

FY2009

- + (2) Police Officers
- + (2) CSO Code Enforcement
- Village Collector

FY2005

- + (3) FF/Paramedics
- + Senior Planner
- Asst. Dir. Comm. Dev.
- HR Assistant
- Maintenance Worker (Streets Div.)
- Maintenance Worker (Water & Sewer Div.)
- Admin. Secretary (Comm. Dev.)
- Village Services Rep.

FY2010

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

FY2006

- + Police Sergeant
- + Police Records Clerk

FY2011

- + (4) Police Officers
- Forestry Supervisor

FY2007

- + (3) FF/Paramedics
- + (2) Police Officers

FY2012

- + Planner
- Water Billing/Village Service Rep.
- Water Billing Service Representative

FY2008

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

FY2013

- + Chief of Inspectional Services
- + Building Maintenance Worker II
- Community Development Director
- Chief Building Official

Hanover Park Employees

3-Year Comparison of Budgeted Positions

DEPARTMENT	FY 11/12	FY 12/13	FY 13/14
<u>ELECTED OFFICIALS</u>			
Village President	1	1	1
Village Clerk	1	1	1
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
Administrative Assistant	1	1	1
Total full-time employees	2	2	2
<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	3	1	1
Village Services Representative	3	3	3

APPENDIX B

DEPARTMENT	FY 11/12	FY 12/13	FY 12/13
Receptionist	1	1	1
Water Billing/Village Services Representative (P.T.)	0	P.T. 3	P.T. 3
Total full-time employees	12	10	10

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	4	3	3
Wastewater Treatment Plant Operator Trainee	0	1	1
Water Supply Operator	2	2	2
Building Maintenance Worker II	1	2	2
Equipment Operator	7	7	7
Maintenance Worker	12	13	13
Building Maintenance Worker I	2	2	2
Groundskeeper	1	1	1
Administrative Assistant	1	1	1
Janitor II (P.T.)	P.T. 3	P.T. 1	P.T. 1
Janitor I (P.T.)	P.T. 1	P.T. 2	P.T. 2
Seasonal Laborers	P.T. 8	P.T. 8	P.T. 8
Total full-time employees	41	43	43

ENGINEERING DEPARTMENT

Village Engineer	1	0	0
Engineering Technician	2	2	2
Administrative Assistant	1	1	1
Civil Engineer	0	0	P.T. 1
Total full-time employees	4	3	3

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
Permit Coordinator	1	1	1

APPENDIX B

DEPARTMENT	FY 11/12	FY 12/13	FY 12/13
Permit Coordinator (P.T.)	P.T. 1	P.T. 1	P.T. 1
Total full-time employees	41	41	41

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

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director	1	0	1
Planner	1	1	1
Administrative Assistant	1	1	1
Total full-time employees	3	2	3

<u>VILLAGE-WIDE TOTALS</u>	=====	=====	=====
NO. OF FULL-TIME EMPLOYEES:	196	195	195
NO. OF PART-TIME EMPLOYEES; (Excluding seasonal & elected officials)	49	41	41
	=====	=====	=====
GRAND TOTAL ALL EMPLOYEES	245	236	236

VILLAGE OF HANOVER PARK, ILLINOIS

Schedule of Direct and Overlapping Bonded Debt
April 30, 2014

Governmental Unit	Gross Debt	Percentage to Debt Applicable to Village (1)	Village's Share of Debt
Village of Hanover Park	\$ 22,030,000	100.00%	\$ 22,030,000
School District # 20	6,330,000	36.16%	2,288,928
School District # 54	-	3.32%	-
School District #93	17,070,000	8.95%	1,527,765
High School District #87	40,465,000	2.05%	829,533
High School District #108	51,070,086	7.34%	3,748,544
High School District #211	17,255,000	1.97%	339,924
Community School District #46	301,149,006	7.87%	23,700,427
Community College District #502	203,615,000	0.75%	1,527,113
Community College District #509	176,039,262	7.16%	12,604,411
Community College District #512	185,775,000	0.85%	1,579,088
Total School Districts	<u>998,768,354</u>		<u>48,145,731</u>
Cook County	3,814,460,000	0.20%	7,628,920
DuPage County	312,900,000	1.04%	3,254,160
Cook County Forest Preserve District	94,885,000	0.20%	189,770
DuPage County Forest Preserve District	255,759,232	1.09%	2,787,776
Metropolitan Water Reclamation District	2,466,464,000	0.20%	4,932,928
Bartlett Park District	32,845,000	5.28%	1,734,216
Hanover Park Park District	5,746,810	95.19%	5,470,388
Schaumburg Park District	29,965,000	1.59%	476,444
Poplar Creek Library District	20,715,000	33.85%	7,012,028
Schaumburg Township Library District	1,150,000	3.40%	39,100
Bloomington Fire Protection District	2,405,000	5.31%	127,706
Total Others	<u>7,037,295,042</u>		<u>33,653,435</u>
Total Overlapping Debt	<u>8,036,063,396</u>		<u>81,799,166</u>
Total Direct and Overlapping Debt	<u>8,058,093,396</u>		<u>103,829,166</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.

- (1) Determined by the ratio of assessed value of property in the Village subject to taxation by the Governmental Unit to the total assessed value of property of the Governmental Unit using the 2009 tax levy year equalized assessed values for Cook County and the 2011 tax levy year equalized assessed values for DuPage County.

VILLAGE OF HANOVER PARK, ILLINOIS

Equalized Assessed Value of Taxable Property - Last Ten Fiscal Years
 April 30, 2014

Tax Levy Year	Residential Property	Farm	Commerical Property	Industrial Property	Total	Railroad	Total Assessed Value
2002	\$ 394,301,447	32,210	69,579,381	75,191,744	539,104,782	9,989	539,114,771
2003	419,588,106	29,274	68,514,689	73,309,516	561,441,585	7,791	561,449,376
2004	465,976,955	23,693	73,997,708	77,174,413	617,172,769	7,429	617,180,198
2005	499,096,061	23,971	77,236,570	80,121,173	656,477,775	7,429	656,485,204
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	N/A	N/A	N/A	N/A	N/A	N/A	695,936,302

N/A - Currently Not Available

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
 April 30, 2014

	Last Ten Tax Levy Years									
	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Village of Hanover Park										
General Corporate rate	1.241	1.355	1.269	1.191	1.249	1.150	1.063	1.053	1.305	1.385
Debt Service Rate	0.129	0.131	0.168	0.152	0.153	0.136	0.120	0.114	0.244	0.205
Total Direct Tax Rate	1.370	1.486	1.437	1.343	1.402	1.286	1.183	1.167	1.549	1.590
Overlapping Rates (1)										
School District #46	5.080	5.606	4.945	4.746	4.874	4.565	4.435	4.339	5.026	5.507
School District #509	0.367	0.426	0.434	0.421	0.347	0.348	0.331	0.354	0.434	0.475
Hanover Park Park District	0.476	0.534	0.469	0.441	0.471	0.423	0.386	0.371	0.429	0.442
County including Forest Preserve										
District and TB Sanitarium	0.757	0.693	0.654	0.598	0.562	0.499	0.466	0.443	0.474	0.545
Hanover Township	0.259	0.273	0.242	0.237	0.250	0.224	0.223	0.239	0.248	0.287
Metropolitan Water Reclamation District	0.371	0.361	0.347	0.315	0.284	0.263	0.252	0.261	0.274	0.320
Northwest Mosquito Abatement District	0.009	0.010	0.009	0.009	0.009	0.008	0.008	0.008	0.009	0.010
Poplar Creek Library	0.340	0.355	0.318	0.304	0.310	0.367	0.357	0.350	0.394	0.449
Community Mental Health	0.038	0.040	0.036	0.035	0.037	0.033	0.033	0.033	0.038	0.044
Consolidated Elections	-	0.029	-	0.014	-	0.012	-	-	-	-
Total Direct and Overlapping Tax Rate	9.067	9.813	8.891	8.463	8.546	8.028	7.674	7.565	8.875	9.669

N/A - Currently Not Available

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
 April 30, 2014

	Last Ten Levy Years									
	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011
Village of Hanover Park:										
General Corporate rate	1.2248	1.1861	1.1960	1.1419	1.1635	1.0978	1.1095	1.2555	1.3739	1.5272
Debt Service Rate	0.1134	0.1027	0.1411	0.1297	0.1262	0.1146	0.1104	0.1200	0.2091	0.1994
Total Direct Tax Rate	1.3382	1.2888	1.3371	1.2716	1.2897	1.2124	1.2199	1.3755	1.5830	1.7266
Overlapping Rates										
School District #93	3.2923	3.0360	3.3667	3.5070	3.6473	3.6473	3.6442	3.7112	3.9130	4.1112
School District #87	1.9144	1.8530	1.7716	1.7200	1.7210	1.6612	1.6507	1.6749	1.8378	2.0199
Community College #502	0.2179	0.2100	0.1968	0.1874	0.1929	0.1888	0.1858	0.2127	0.2349	0.2495
Hanover Park Park District	0.4483	0.4340	0.4267	0.4055	0.4059	0.3801	0.3801	0.4091	0.4250	0.4554
County including Forest Preserve										
District and Airport	0.3936	0.3650	0.3421	0.3266	0.3199	0.3008	0.2923	0.2919	0.3138	0.3356
Wayne Township	0.1722	0.1570	0.1450	0.1400	0.1370	0.1289	0.1253	0.1268	0.1378	0.1479
Poplar Creek Library	0.3573	0.3040	0.3022	0.3004	0.3131	0.3696	0.3522	0.4003	0.4158	0.4553
Total Direct and Overlapping Tax Rate	8.1342	7.6478	7.8882	7.8585	8.0268	7.8891	7.8505	8.2024	8.8611	9.5014

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
April 30, 2014

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
2002	2003	6,698,440	1,337,936	19.97%	5,542,176	6,880,112	102.71%
2003	2004	7,194,040	1,409,463	19.59%	5,876,497	7,285,960	101.28%
2004	2005	7,940,587	1,461,007	18.40%	6,513,435	7,974,442	100.43%
2005	2006	8,113,730	1,597,398	19.69%	6,401,963	7,999,361	98.59%
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%	7,134,770	8,975,297	95.88%
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%	N/A	2,548,018	22.56%

N/A - Currently Not Available

Data Source: Village Records

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

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Property Tax Payers - Current Year and Nine Years Ago
April 30, 2014

Taxpayer	2012			2003		
	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
AMB-Turnberry Lakes	\$ 14,440,370	1	2.07%	4,237,790	5	0.80%
Cabot Properties, Inc	6,955,720	2	1.00%			
Fisher Scientific Company	4,763,130	3	0.68%	3,904,780	7	0.80%
Westview Center-Bradley	4,272,648	4	0.61%	9,944,012	1	2.00%
Reality Associates Fund IX	3,359,050	5	0.48%			
Cardinal Capital Partners	3,166,670	6	0.46%			
Buckhead Industrial Properties	2,953,170	7	0.42%			
Menards	2,949,740	8	0.42%	3,502,502	8	0.70%
Iron Mountain	2,586,670	9	0.37%			
Greenbrook Shopping Center	2,540,320	10	0.37%			
Wheaton Bank Trust 1238				4,840,634	4	1.00%
Norcor Tradewinds				8,472,051	2	1.70%
Connecticut General Life Insurance				6,186,700	3	1.20%
Fellowes Manufacturing				3,943,930	6	0.80%
Individual Taxpayer - Pebblewood Court Apts				3,214,923	9	0.60%
CNC - Prairie Station Apts				2,354,050	10	0.50%
	<u>\$ 47,987,488</u>		<u>6.90%</u>	<u>\$ 50,601,372</u>		<u>10.10%</u>

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

Ratios of Outstanding Debt By Type - Last Ten Fiscal Years
 April 30, 2014

Fiscal Year Ended April 30	Governmental Activities			Business-Type Activities		Total Equalized Assessed Value (EAV)	Percentage of EAV	
	General Obligation Bonds	Notes Payable	Tax Increment Revenue Bonds	IEPA Loan	Total Primary Government			
2003	8,560,000	197,700	9,250,000	4,387,545	22,395,245	539,114,771	4.15%	585.07
2004	7,710,000	355,269	8,375,000	4,142,401	20,582,670	561,449,376	3.67%	537.72
2005	13,850,000	502,846	7,400,000	3,890,457	25,643,303	617,180,198	4.15%	669.92
2006	12,970,000	369,264	6,325,000	3,631,523	23,295,787	656,485,204	3.55%	608.59
2007	12,060,000	232,021	4,900,000	3,365,405	20,557,426	687,946,444	2.99%	537.06
2008	11,120,000	131,834	3,350,000	3,091,905	17,693,739	746,188,021	2.37%	462.24
2009	10,150,000	49,250	1,650,000	2,810,817	14,660,067	789,204,793	1.86%	382.99
2010	19,140,000	-	-	2,522,513	21,662,513	810,756,275	2.67%	565.93
2011	23,095,000	-	-	2,225,029	25,320,029	743,653,328	3.40%	666.79
2012	22,030,000	-	-	1,919,889	23,949,889	695,936,302	3.44%	630.71

N/A - Currently Not Available

Data Source: Village's Records

Note: Details regarding the Village's outstanding debt can be found in the notes to the financial statements.

VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
April 30, 2014

Fiscal Year Ended April 30	Gross General Obligation Bonds	Less: Amounts Available in Debt Service Funds	Total	Percentage of Equalized Assessed Value (1)	Per Capita (2)
2003	8,560,000	601,513	7,958,487	1.48%	207.91
2004	7,710,000	522,898	7,187,102	1.28%	187.76
2005	13,850,000	742,290	13,107,710	2.12%	342.43
2006	12,970,000	949,405	12,020,595	1.83%	314.03
2007	12,060,000	881,208	11,178,792	1.62%	292.04
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	3.11%	608.20
2012	22,030,000	234,149	21,795,851	3.13%	573.98

N/A - Currently Not Available

Data Source: Village Records

Note: Details regarding the Village's outstanding debt can be found in the notes to the financial statements.

- (1) See the Ratios of Outstanding Debt by Type Schedule for Equalized Assessed Value data (Actual Taxable Value of Property).
- (2) See the Demographic and Economic Statistics Schedule for the Per Capita Income data.

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Employers - Current Fiscal Year and Eight Fiscal Years Ago
April 30, 2014

Employer	2012 (1)			2004 (2)		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Maines Paper & Food Service	400	1	8.00%			
Fischer Scientific	300	2	6.00%	400	1	9.92%
Insight Enterprises, Inc.	250	3	5.00%	250	2	
Camcraft, Inc.	225	4	4.50%	180	6	4.46%
Everpure, LLC	200	5	4.00%			
Village of Hanover Park	193	6	3.86%	182	5	4.51%
Fuji Film	150	7	3.00%	200	3	4.96%
Wilson Pet Supply	120	8	2.40%	150	7	3.72%
Nypro Packaging	108	9	2.16%			
Round Ground Metals, Inc.	95	10	1.90%			
General Binding Corp				200	4	
Comark, Inc.						0.00%
Marriott Distribution Services						0.00%
Menards						0.00%
Canon USA						0.00%
Fellowes Manufacturing				150	8	3.72%
Fischer Scientific Distribution Center				100	9	
MAXRAD, Inc				100	10	
	<u>2,041</u>		<u>40.82%</u>	<u>1,712</u>		<u>31.28%</u>

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

(1) 2011 Illinois Manufacturers Directory, 2011 Illinois Services Directory and 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 either 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

CRT - Critical Response Team

DARE - Drug Awareness and Resistance Education. An educational program presented by local law enforcement agencies in elementary schools

APPENDIX L

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

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 pension, medical and life insurance plans.

EMA - Emergency Medical Agency

EMS - Emergency Medical Service

EMT - Emergency Medical Technician

EMT A - Emergency Medical Technician - Ambulance

EMT B/D - Emergency Medical Technician – Defibrillator

EMT P - Emergency Medical Technician - Paramedic

ENTERPRISE FUND - A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of the revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes

EQUALIZED ASSESSED VALUE (EAV) – The assessed valuation of each property multiplied by the equalization factor

EQUALIZATION FACTOR– A factor established by the Illinois Department of Revenue, used to bring the aggregate value of assessments within each County to 33.3% of estimated fair market value of all real property within the County

EOC - Emergency Operations Center

EPA - Environmental Protection Agency

EPO – Exclusive Provider Organization

ERP - Enterprise Resource Planning

ESDA - Emergency Services and Disaster Agency

EXPENDITURES - Decreases in net financial resources. Expenditures include current operating expenses requiring the present of future use of net current assets, debt service and capital outlays, and intergovernmental transfers

APPENDIX L

EXPENSES - Charges incurred, whether paid or unpaid, resulting from the delivery of Village services

FAE - Fire Apparatus Engineer

FIDUCIARY FUND – Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension trust funds, investment trust funds, private-purpose trust funds, and agency funds

FISCAL POLICY - The Village's policies with respect to revenues, spending and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding

FISCAL YEAR (FY) - The accounting period for which an organization budgets is termed the fiscal year. In Hanover Park, the fiscal year begins May 1 and ends April 30 of the following year

FIXED ASSETS - Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture and other equipment

FOIA – Freedom of Information Act

FTO – Field Training Officer

FUND - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose. A brief description of the purpose of a fund appears on the white index page preceding each fund

FUND BALANCE - The fund equity of governmental funds. Changes in fund balances are the result of the difference of revenues to expenditures. Fund balances increase when revenue exceeds expenditures and decrease when expenditures exceed revenues

GASB - Governmental Accounting Standards Board

GASB STATEMENT NO. 34 – BASIC FINANCIAL STATEMENTS AND MANAGEMENT'S DISCUSSION AND ANALYSIS. This new financial reporting model includes many aspects of conventional financial reporting, and in addition, several new features including: government-wide financial statements and management's discussion and analysis. This statement was developed to make financial reports easier to understand and more useful for oversight bodies, investors, and citizens

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB)

GENERAL FUND - Accounts for all revenues and expenditures which are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the Village. The General Fund is often referred to as the General Corporate Fund

GENERAL OBLIGATION BONDS - Bonds that finance a variety of public projects such as streets, buildings and improvements; the repayment of these bonds is usually made from the Debt Service Fund, and these bonds are backed by the full faith and credit of the issuing government

GFOA - Government Finance Officers Association

GIS - Geographic Information System

GOAL - A purpose or outcome toward which activities are directed

APPENDIX L

GOVERNMENTAL FUNDS – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects and permanent funds

GPS - Global Positioning System

GRANT - An amount provided by a governmental unit or other type organization in aid or support of a particular governmental function or program

HI-LIGHTER - The Village of Hanover Park Newsletter

HMO – Health Maintenance Organization

HPCRC – Hanover Park Community Resource Center

HR SALES TAX - A 3/4 of 1% Home Rule Sales Tax on sales other than groceries and prescriptions

HTE - The provider of all Village centralized computer applications

HVAC - Heating, Ventilation and Air Conditioning system

IAFF - International Association of Firefighters

IACP - International Association of Chiefs of Police

ICSC - International Council of Shopping Centers

IDDE - Illicit Discharge Detection and Elimination

IDOC - Illinois Department of Conservation

IDOT - Illinois Department of Transportation

IDNR - Illinois Department of Natural Resources

IEPA - Illinois Environmental Protection Agency

IFSAP - Illinois Fire Service Administrative Professionals

ILEOT - Illinois Law Enforcement Officers Training Board. An organization promoting training to local enforcement agencies

IPSI – Illinois Public Service Institute

INCOME - A term used in proprietary fund-type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

INTERFUND TRANSFERS - Amounts transferred from one fund to another fund, primarily for work or services provided

INTERGOVERNMENTAL REVENUES - Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes

IPAC – Illinois Police Accreditation Coalition

IPBC - Intergovernmental Personnel Benefits Cooperative. An intergovernmental pool providing employee health and life insurance coverage for Village employees

IPSI – Illinois Public Service Institute

IRMA - Intergovernmental Risk Management Agency. An intergovernmental pool providing liability, worker's compensation, automobile and property coverage for the Village

ISO - Insurance Standards Office

ISP - Illinois State Police

ISTEA - Intermodal Surface Transportation Efficiency Act

ITEP – Illinois Transportation Enhancement Program

JAWA - Northwest Suburban Joint Action Water Agency. A joint venture of seven northwest suburban municipalities to secure Lake Michigan water through a purchase agreement with the City of Chicago

JPR – Job Performance Ratings

JSA – Job Safety Analysis

JULIE - Joint Utility Location Information for Excavators

APPENDIX L

LAN/WAN - Local Area Network/Wide Area Network

LEADS - Law Enforcement Agencies Data System

LESO - Law Enforcement Support Office

LEVY - (Verb) To impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by the Village

LIABILITY - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date

MABAS - Mutual Aid Box Alarm System

MAJOR FUND - Governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report. The general fund is always a major fund. Funds meeting criteria specified in GASB Statement No. 34 must also be reported as a major fund. Any other governmental or proprietary fund may be reported if the Village Officials believe that fund is particularly important to financial statement users

MAP - Metropolitan Alliance for Police

MCAT – Major Crimes Assistance Team

METRA - A commuter rail system serving the six county northeast Illinois region

MDT – Mobile Data Terminal

MDC – Mobile Data Computer

MFT - Motor Fuel Tax

MWRD - Metropolitan Water Reclamation District

MODIFIED ACCRUAL BASIS - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available" to finance expenditures of the current period. "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting

MUNICIPAL ELECTRIC AGGREGATION - Section 1-92 of the Illinois Power Agency Act allows for the aggregation of electric load by municipalities and counties (i.e., government aggregation). This means a municipality or county can negotiate for the purchase of the combined electric supply of its residents and eligible small businesses.

MUTCD – Manual on Uniform Traffic Control Devices

NET ASSETS – The difference between assets and liabilities as reported in the Government wide Financial Statement of the CAFR

NET INCOME - Proprietary fund excess of operating revenues, non-operating revenues and operating transfers in over-operating expenses, non-operating expenses and operating transfers-out

NEXTEL - A telecommunications company and system which provides two-way radio, cellular, paging and online messaging capabilities in a single cellular telephone unit

NFPA - National Fire Protection Agency

NIPAS – Northern Illinois Police Alarm System

APPENDIX L

NIMS – National Incident Management System

NIMEC – Northern Illinois Municipal Electricity Cooperative. NIMEC is the Village's broker going out for supplier bids on various Village electric accounts and for the Municipal Aggregation.

NPDES – National Pollution Discharge Effluent System

NSA - Neighborhood Strategy Area

NWSMTD - Northwest Suburban Mass Transit District

OBJECTIVE - An individual aim or course of action which activities are directed

OSFM - Office of the State Fire Marshal

OSHA - Occupational Safety and Health Administration

PACC – Police And Citizens Connected

PASS - Police Area Service Specialist

PERSONAL SERVICES - All costs related to compensating employees, including employee benefit costs such as the Village's contribution for retirement, social security and health and life insurance

PHCS - Private Health Care System

POC - Paid on Call Firefighter

PPO – Preferred Provider Organization

PROPERTY TAX - Property taxes are levied on real property according to the property's valuation and the tax rate

PROPRIETARY FUND – Funds that focus on the determination of operating income, changes in net assets, financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds

PVC – Poly Vinyl Chloride

R&B - Road and Bridge Fund

REAPPROPRIATION - Utilization of existing reserves to fund future budgeted expenditures
RETAINED EARNINGS - An equity account reflecting the accumulated earnings of the Village's Proprietary Funds

REVENUE - Funds that the government receives as income. It includes such items as tax receipts, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income

RFP - Request for Proposals

RFQ - Request for Qualifications

RMS – Records Management System

ROW - Right of Way

RTA - Regional Transportation Authority

SAN – Storage Area Network

SCADA - Supervisory Control and Data Acquisition System

SCBA – Self Contained Breathing Apparatus

SEIU - Service Employees International Union

SEP – Strategic Enforcement and Prevention

SOG – Standard Operating Guidelines

SOG – Special Operations Group

SPEAR – Sexual Predator Enforcement Apprehension and Registration

SRB – Safety Review Board

SSA - Special Service Area

STAARS Program - Student Artists and AuthoRS Program

STP - Sewage Treatment Plant. Sewage Treatment Plant #1 is located at 5600 Greenbrook Boulevard in Hanover Park

STEP - Selective Traffic Enforcement Program

STT – Simplified Telecommunication Tax

SURRI – Single Unit Rental Residential Inspections

SWAP – Sheriffs Work Alternative Program

TAC - Tactical Unit. A contingent of police officers performing special directed enforcement activities.

TAX EXTENSION - The total amount of taxes applied to properties within a taxing district as a result of a tax levy. Extensions in Illinois are increased by a loss factor to ensure that each taxing body receives the full amount of its levy after recognition that a small amount of taxes will not be paid

TAX INCREMENT FINANCE DISTRICT - A legal entity created by local resolution to promote improvements, jobs, etc. The taxes generated from the assessed value "increment" above the base year is used to finance the costs of the improvements which generate the increased assessed valuation

TAX LEVY - An ordinance that directs the County Clerk to assess a tax proportionately against all properties located with a taxing district for the purpose of raising a specific amount of tax for the taxing district

TAX RATE - The amount of tax levied for each \$100 of assessed valuation

TEA-21 - Transportation Efficiency Act of the 21st Century

TIC – Thermal Imaging Camera

TIF DISTRICT - Tax Increment Finance District

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% tax on telecommunications, electric and natural gas

UV – Ultraviolet

UCMR2 - Unregulated Contaminate Monitoring Regulation



Hanover Park

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