

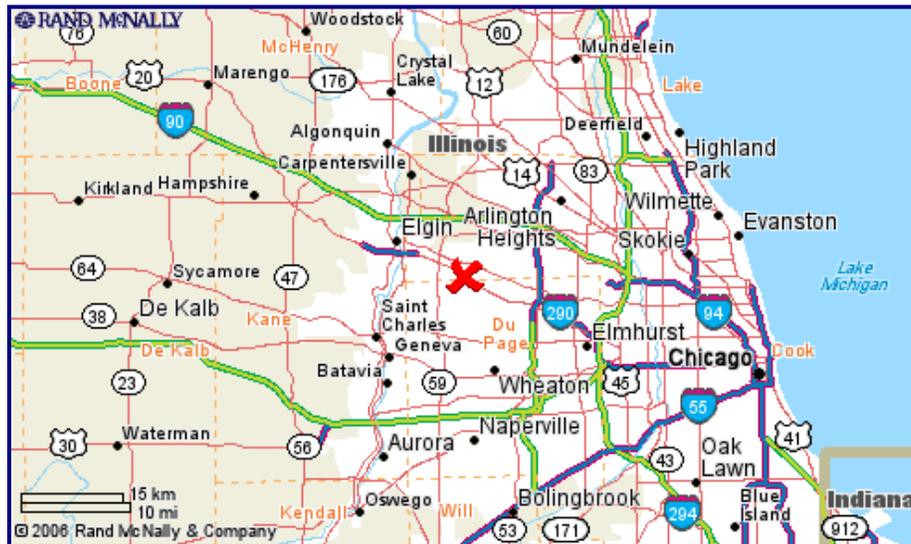


*Village of Hanover Park, Illinois
Annual Budget
May 1, 2010 – April 30, 2011*

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 2000 Census is 38,278.

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 196 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 2008 assessed value increased 5.8% over the prior year. Numerous large employers are located in three municipal business parks.

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 2011 Annual Budget

1-2	Table of Contents
3	Reader's Guide

INTRODUCTORY SECTION Pages 5-22

6	List of Principal Officials
7	Organization Chart
8	GFOA Distinguished Budget Presentation Award
9-22	Budget Message

EXHIBITS Pages 23-50

24-26	Exhibit A – General and Demographic Info.
27-29	Exhibit B – Financial Policies
30	Exhibit C – Basis for Budgeting
31-32	Exhibit D – Budget Process and Budget Calendar
33-37	Exhibit E – Fund Structure and Description of Funds
38-47	Exhibit F – Revenue Trends and Projections
48	Exhibit G - Property Tax Levies and Blended Property Tax Rates
49	Exhibit H – Assessed Valuations/Annual Tax Levies

FINANCIAL SECTION Pages 51-64

51	Total Revenues and Expenditures FY'04 – FY'11
52	Total by Fund-Revenues and Other Financing Sources
53	Total by Fund-Expenditures and Other Financing Uses
54-55	Total by Category and Fund
56	Where the Money Comes From and Goes
57-62	Summary By Account – All Funds
63-64	Statement of Revenues, Expenditures and Changes in Fund Balance/Unrestricted Net Assets

GENERAL FUND Pages 65-224

65	Revenues and Expenditures FY'03 – FY'10
66	Revenues and Expenditures by Category
67-70	Summary by Account
71	Budget Summary – Expenditures by Department

Village Board/Village Clerk/Committees/Commissions

74-77	Village President and Board of Trustees
78-82	Village Clerk/Village Collector
83-85	Environmental Committee

Village Board/Village Clerk/Committees/Commissions

86-89	Cultural Inclusion and Diversity Committee
90-93	Sister Cities Committee
94-96	Citizen Corp Council Committee
97-100	Development Commission
101-104	Hanover Park CONECT Committees

Administrative Services

107-112	Village Manager
113-119	Human Resource Department
120-123	Special Events
124-128	Information Technology

Finance Department

131-134	Administration
135-138	Collections
139-142	General Accounting
143-144	General Administrative Services

Public Works Department

147-150	Administration
151-155	Streets
156-159	Forestry
160-163	Public Buildings
164-167	Fleet Services
168-172	Engineering

Fire Department

174-180	Fire Suppression and Ambulance Service
---------	--

Police Department

183-188	Administration
189-192	Patrol
193-196	Investigations
197-200	Community Services
201-204	Staff Services
205-208	Emergency Management
209-212	Code Enforcement

Community Development Department

215-220	Economic Development
221-224	Inspection Services

SPECIAL REVENUE FUNDS Pages 225-234

225-228	Road and Bridge Fund
229-234	Motor Fuel Tax Fund

Village of Hanover Park

Fiscal Year 2011 Annual Budget

DEBT SERVICE FUNDS Pages 235-252

235	Schedule of Legal Debt Margin
236	Long Term Debt Requirements – General Obligation Bond Summary
237-239	General Obligation Bond Series of 2001 Fund
240-241	Tax Increment Finance District Debt Service Fund
242-243	Special Service Area Debt Service Fund
244-246	2002 General Obligation Bond Fund
247-249	2004 General Obligation Bond Fund
250-252	2010 General Obligation Bond Fund

CAPITAL PROJECTS FUNDS Pages 253-270

253-254	Special Service Area #3 Fund
255-256	Special Service Area #4 Fund
257-258	Special Service Area #6 Fund
259-260	General Capital Projects Fund
261-262	Tax Increment Finance District #2 Fund
263-264	Tax Increment Finance District #3 Fund
265-266	Special Service Area #5 Fund
267-268	Tax Increment Finance District #4 Fund
269-270	Municipal Building Fund

ENTERPRISE FUNDS Pages 271-312

Budget Summaries

271	Revenues and Expenditures FY'04 – FY'11
272	Revenues and Expenditures by Category
273-275	Budget Summary by Account
276	Budget Summary – Expenditures by Department

Water and Sewer Fund

277-280	Administration
281-285	Water Treatment
286-289	Water Maintenance
290-293	Water Meter Operations
294-298	Sewage Treatment
299-302	Sewer Maintenance
303-304	Debt Service and Depreciation
305-306	Long Term Debt Requirements

Municipal Commuter Parking Lot Fund

307	Revenues and Expenditures FY'04 – FY'11
308-312	Municipal Commuter Parking Lot

INTERNAL SERVICE FUND Pages 313-316

313-314	Central Equipment Fund
315-316	Employee Benefits Fund

TRUST AND AGENCY FUNDS Pages 317-320

317-318	Police Pension Fund
319-320	Firefighter Pension Fund

CAPITAL IMPROVEMENT PROGRAM

321	Capital Improvement Program Narrative
322-330	
331-342	Table I
343-345	Table II
346-348	Table III

APPENDIX Pages 349-370

350	Appendix A – Employee History
351-353	Appendix B – Three Year Comparison of Budgeted Positions
354	Appendix C – Schedule of Direct and Overlapping Bonded Debt
355	Appendix D – Assessed Value and Actual Value of Taxable Property
356	Appendix E – Direct and Overlapping Property Tax Rates – Cook County
357	Appendix F – Direct and Overlapping Property Tax Rates – DuPage County
358	Appendix G – Property Tax Levies and Collections
359	Appendix H – Principal Taxpayers
360	Appendix I – Ratios of Outstanding Debt by Type
361	Appendix J – Ratios of General Bonded Debt Outstanding
362	Appendix K – Principal Employers
363-369	Appendix L - Glossary

Readers' Guide

This book is divided into five major sections highlighted by white tabs. 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 long-term goals as well as initiatives pertinent to Fiscal Year 2011. It communicates financial condition and highlights departmental objectives, which support Board goals.

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 and Motor Fuel Tax Funds.
- The Debt Service Funds report general obligation and tax increment financing indebtedness. Individual bond schedules are also listed.
- The Capital Projects tab presents Special Service Area Funds, Tax Increment Financing Funds and other Capital Project Funds.
- The Enterprise Funds tab reports the Water and Sewer and the Municipal Commuter Parking Lot Funds. Within the Water and Sewer Fund are seven cost control centers that account for water and sewer operations, depreciation and debt service.
- The Internal Service Fund tab presents the Central Equipment Fund, 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 year capital projects. Future public capital items are also identified.

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

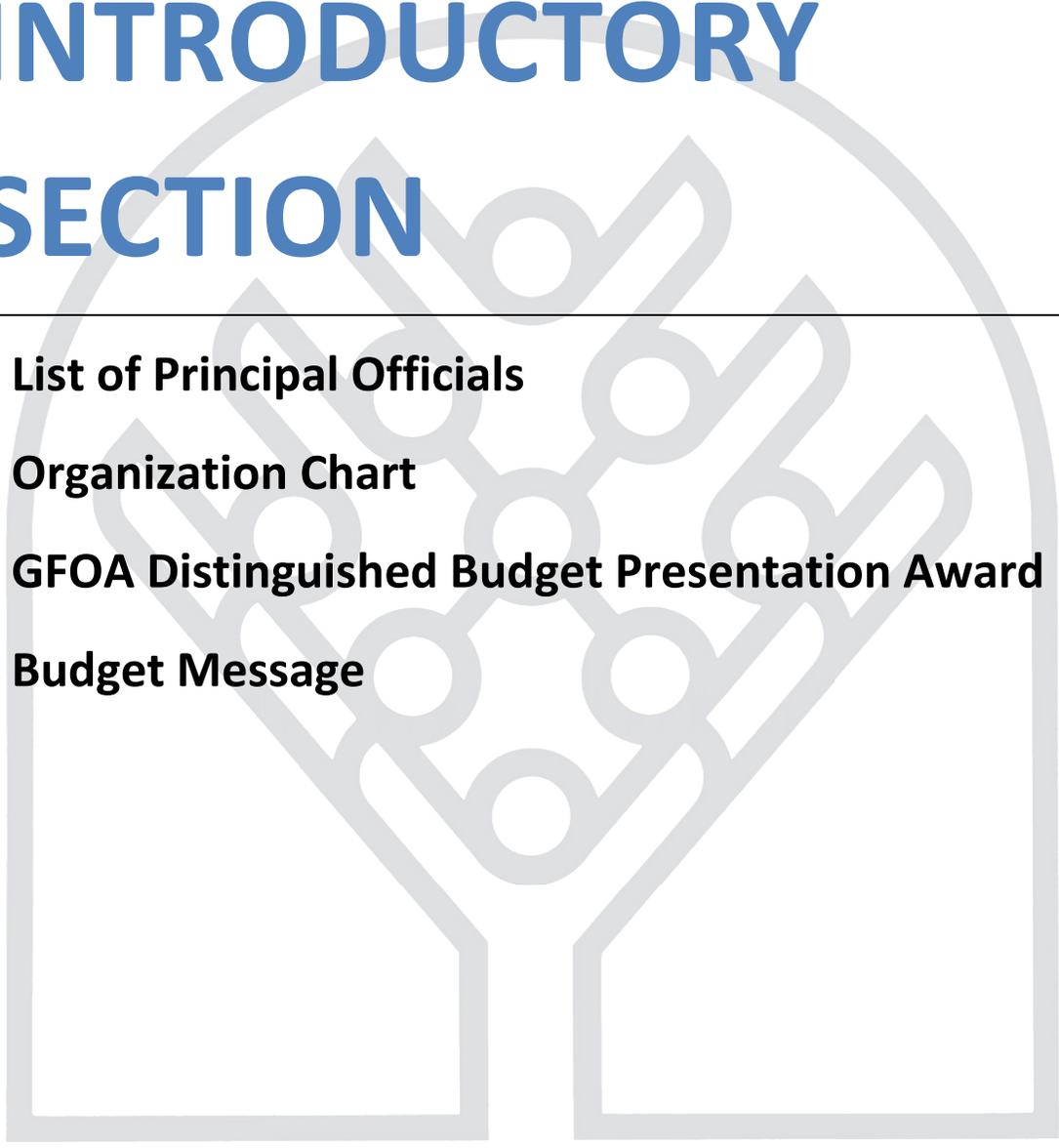
INTRODUCTORY SECTION

List of Principal Officials

Organization Chart

GFOA Distinguished Budget Presentation Award

Budget Message



Hanover Park

Village of Hanover Park

Principal Officials

Mailing Address

2121 W. Lake Street
Hanover Park, IL 60133

Phone (630) 372-4200

Fax (630) 372-4215

TDD (630) 372-4430

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

Village President and Board of Trustees

Village President Village Clerk

Rodney S. Craig
Eira L. Corral

Trustees

Toni L. Carter
William Cannon
Lori A. Kaiser
Rick Roberts
Joseph J. Nicolosi
Edward J. Zimel, Jr.

Executive

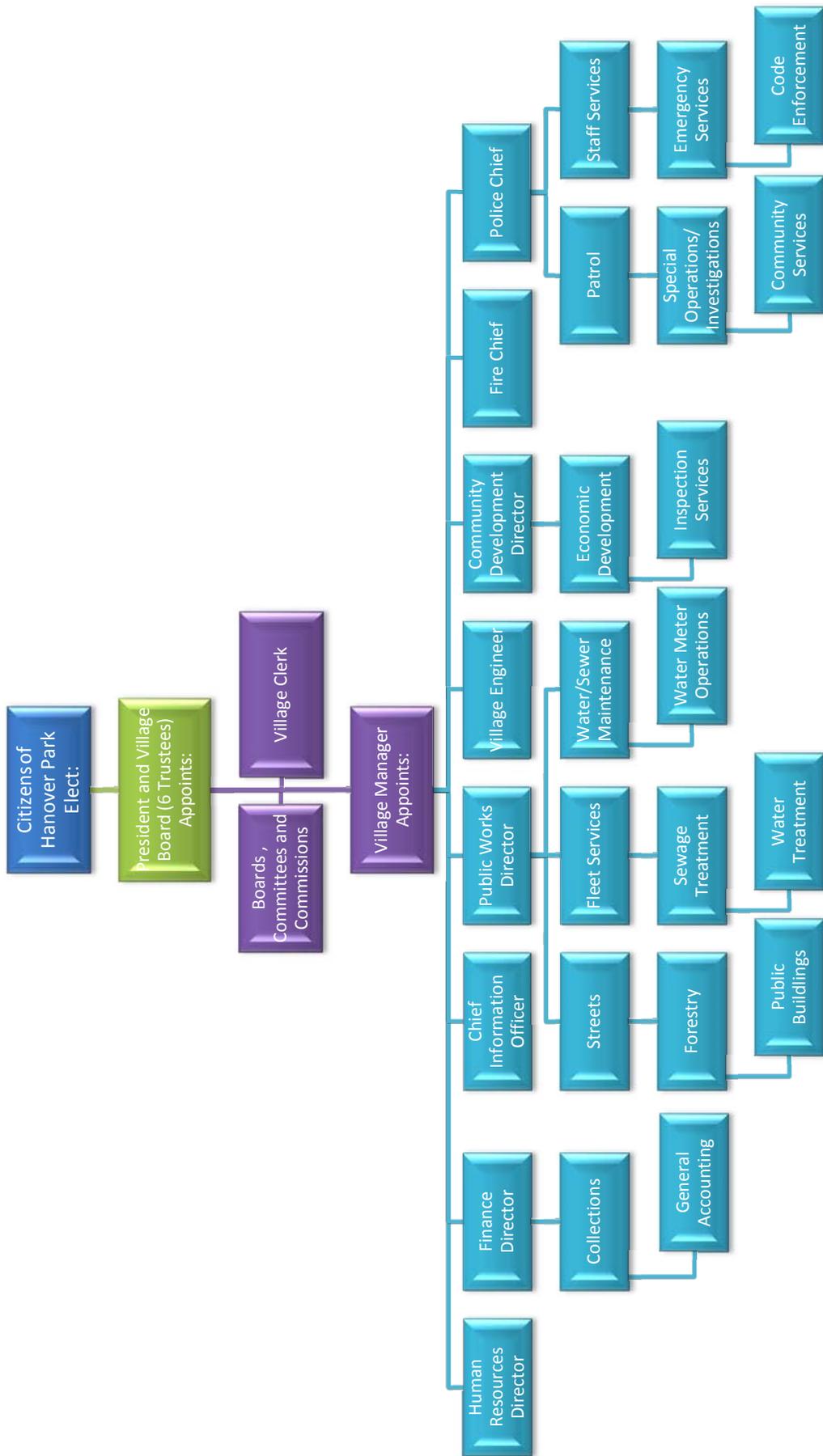
(630) 372-4210

Ronald A. Moser, Village Manager (rmoser@hpil.org)

Village Departments - Administrative Offices

Lafayette Linear, Finance Director	(630) 372-4231	llinear@hpil.org
William J. Beckman, Village Engineer	(630) 372-4270	wbeckman@hpil.org
Wendy C. Bednarek, Human Resource Director	(630) 372-4254	wbednarek@hpil.org
George Dimidik, Chief Information Officer	(630) 372-4246	gdimidik@hpil.org
Patrick M. Grill, Community Development Director	(630) 372-4260	pgrill@hpil.org
Craig A. Haigh, Fire Chief	(630) 736-6800	chaigh@hpil.org
Howard A. Killian, Public Works Director	(630) 372-4440	hkillian@hpil.org
David A. Webb, Police Chief	(630) 372-4400	dwebb@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, 2009

President

Executive Director

The Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to the Village of Hanover Park, Illinois for its annual budget for the fiscal year beginning May 1, 2009. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a police document, as an operations guide, as a financial plan, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.



Village of Hanover Park Fiscal Year 2011 Budget Message

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

I am pleased to present the Village of Hanover Park's Budget for the 2010-2011 Fiscal Year. This budget document is responsive to the needs of the citizens and business community of Hanover Park and is designed to provide a comprehensive overview of Village activities during the next twelve months.

This budget maintains and improves the excellent service levels that our residents expect. In order to sustain high quality standards, the budget includes the addition of four police patrol officers.

We will continue to make the Village's priorities and spending plans available to the public.

Mission Statement

The mission of the Village is to provide responsive and efficient municipal service toward the goal of improving the quality of life for residents and businesses within the community. Paramount are public safety services including police protection, fire suppression and emergency medical response. Also, a core mission is protection and maintenance of public assets including infrastructure and buildings. The Village is dedicated to assuring that resources are used efficiently toward the achievement of its mission.

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.

The United States economy, as a whole, is emerging from the recession. The recession stripped \$13 trillion in equity from working families, and slowed the sales of consumer goods considerably. However, the economic recovery is tepid and some industries, according to the *Kiplinger Newsletter*, won't see improvements until late this year. Leaders in the recovery effort are manufacturers of durable goods, energy firms, information technology, telecom services and medical supplies. Industries expected to suffer longer include financial services, publishing and real estate. This patchy recovery is resulting in continued high unemployment, which is expected to peak at around 11% by June and begin to decline for the rest of the year.

The Economic Forecast Report, prepared by Moody's, asserts a slow economic recovery for Illinois. Compared to other U.S. markets, Illinois is expected to experience a below average performing economy and estimates it may take up to four years to return to pre-recession unemployment rates of 5% after peaking at 11.6% in late 2010. High unemployment, combined with a sharp drop in wages and personal income, has resulted in declining retail sales and sales tax revenues.

Substantial employment is available in the distribution, service and retail industries in the Village of Hanover Park and the surrounding communities according to the 2010 Illinois Manufacturers Directory. However, due to a stagnant real estate market and the State of Illinois' revenue problems, the Village is forecasting a modest 2% growth in revenues dependent on tax receipts. In an effort to protect the Village's cash reserves as the cost of living outpaces revenue growth, expenditures will need to remain flat and performance more efficient.

State of the Village

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

The financial condition of the Village is healthy; however, the Village must be cognizant of the negative effects the overall U.S. economy could have on 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. This approach helps to ensure that we will have sufficient revenue to meet our expenses.

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. A total of \$535,120 in General Fund operating expenditure reductions were found, resulting in a FY 2010-2011 budget of \$23,554,950, which is a decrease of 4.3% from the prior year.

All Funds Spending Plan

The 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. The total appropriations for all budgeted funds for FY 2010-11 equals \$64.1 million, an increase of \$12.9 million or 25% compared to the final budget for FY 2009-2010.

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

Changes in Operating, Debt Service, Capital and Interfund Transfer Appropriations				
Appropriations/All Funds	Final FY 2009-10	Request FY 2010-11	Increase/Decrease Amount	Increase/Decrease Percent
Operating	\$37,149,885	\$36,173,608	(\$976,277)	(2.6%)
Debt Service	\$3,862,016	\$2,271,613	(\$1,590,403)	(41.2%)
Capital	\$6,234,766	\$23,640,263	\$17,405,497	279.2%
Interfund Transfer	\$4,022,278	\$2,039,821	(\$1,982,457)	(49.3%)
Total	\$51,268,945	\$64,125,305	\$12,856,360	25.1%

Financial Highlights

Below is a brief overview of the FY'11 budget:

- Total Village operating budget (excluding debt service, capital outlay and transfer between funds) amounts to \$36,173,608 as compared to last year's \$37,149,885.
- General Fund expenditures (including transfer and one-time expenditures) total \$23,554,950, a 4.3% decrease from the prior year. General Fund revenues total \$23,645,661, a 3.9% decrease from the prior year.
- General Fund emergency reserves total \$8,460,031 or 35.9% of operating expenditures.
- The Capital Improvement Program totals \$23,640,263.
- The General Fund operating budget (excluding capital outlay, interfund transfer and debt service) expenditures total \$22,958,963, a 2.3% decrease. Operating revenues total \$22,985,688, a 0.2% decrease.
- Staffing is increased by three full-time equivalent (FTE) positions to 196.

Vital Few Priorities

Based on input from Elected Officials and Village staff, "vital few priorities" were established for this budget.

- Reverse downward trend in residential property values;
- Increase police sworn staffing with a future goal of 61 officers;
- Construct a new Police building.

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 Funds have a positive fund balance, and reserves are equal to or greater than prescribed by the related policy.

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

Accomplishments

In the past year, the Village focused efforts on beneficial projects including safety and security, improving economic conditions, beautification and quality of life issues. Certain specific accomplishments include the following:

- The Environmental Committee hosted a household recycling event.
- The CONECT Committee hosted a Realtor Luncheon event to showcase development opportunities in Hanover Park.
- Designed of a new Police Department facility
- Established the eNews and eAlerts email newsletters
- Added three full-time Police Officers
- Developed major improvement projects for TIF #2 in Fiscal Year 2011 including overhead utility burial, increased police presence, water and sewer improvements on Tower & Jensen, street resurfacing on Tower & Jensen, improvement to the lift station and researching new entryway monument signage.
- Added additional drainage in the Highlands to help with flooding.
- Made corrections to the drainage pond on Park District property to help with Church Street drainage.
- Installed five concrete pads at the Commuter Lot for new bike racks.
- Trimmed branches from all stop signs in Cook County.
- Improved the ability of our snow and ice equipment to utilize liquid de-icers. This is more effective and less costly than straight salt.
- Constructed an eight foot fence on the east side of County Farm Road, south of Arlington Drive and on the north side of Schick Road from County Farm Road to DuPont Drive as part of the Arterial Fence program.
- Completed design engineering for the parking lot rehabilitation and dumpster enclosure construction for the proposed Hanover Square Special Service Area.
- Resurfaced 2.7 miles of Village streets as part of the Village's annual MFT program.
- Implemented the depressed driveway cost participation program providing protection from flooding due to street overtopping for 14 residents.
- Reconstructed a ditch on the south side of Lake Street thereby alleviating a bottleneck in the Village's storm sewer system, decreasing the potential for street flooding for the section of the Village north of Lake Street and west of Barrington Road.
- Increased part-time staffing by adding seven new employees to assist in covering the eleventh shift position in the Fire Department.
- Established a joint Hanover Park Fire and Police/Fire Investigation Team.
- Achieved the second lowest Part I Crime rate in Village history (660 offenses).
- Implemented the Area Response Team initiative in the Police Department.

Economic and Revenue Assumptions

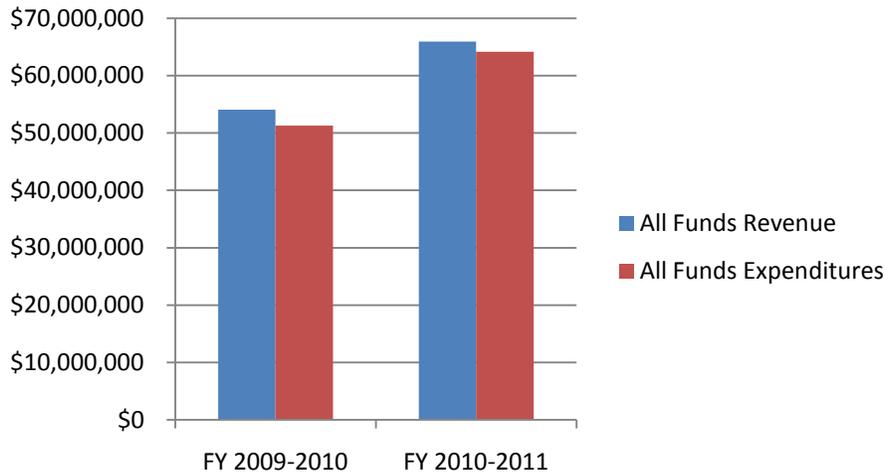
The Village’s economy is emerging from the recession and appears to be stabilizing. Individually, the Village is poised to experience revenues equal to or slightly greater than the current fiscal year. Investment returns continue to be in the range of .03% to 2.5%, resulting in greater liquidity and less earnings than desired. Budgeted transfers from other funds to the General Fund are 27% less than the prior year, while General Fund operating revenues are projected to decrease less than 1%.

It is likely the Village will experience some of the residual effects of the State of Illinois’ budget problems. There have been conversations concerning the State of Illinois reducing the percentage of State Income tax they currently share with their municipalities. If the State requires the Village to participate in their financial hardships, it could adversely affect our reserves.

Financial Overview – All Funds

A detailed narrative of all Village funds is presented in the section of this document titled ‘Fund Structure and Description of Funds.’ Revenues total \$65.9 million, an increase of 22% from FY 2009-10. This includes increases in Capital Projects Funds and Enterprise Funds of 213% and 6.4%, respectively.

Expenditures total \$64.1 million, an increase of 25% from FY 2009-10. This includes an increase in the Capital Projects fund of 304%, and decreases in Special Revenue funds of 4% and Debt Service funds of 66%.



	<u>FY 2009-2010</u>	<u>FY 2010-2011</u>
All Funds Revenue	\$54,068,031	\$65,907,386
All Funds Expenditures	\$51,268,945	\$64,125,305

New Programs, Positions & Capital Outlay

- *Police Residency Program:* An amount of \$20,000 has been budgeted to begin this pilot program. The goal of this program is to encourage police officers to purchase foreclosed properties in the Village with financial assistance provided. This will help to increase our property values by decreasing the number of vacant homes and serve as a force multiplier by having police officers reside in our Village. The details will be worked out with Village staff and appropriate financial institutions in the private sector, and the program initiated during the fiscal year.

- *Increase Police Staffing/Reduction in Forestry Supervisor:* It has been a goal of the Board of Trustees to increase police staffing. This budget plan allows for the increase of four additional patrol officer positions in the Police Department. In order to manage this both financially and strategically within the Police Department, the plan calls for phase-in hiring. At this time, it is anticipated that two officers will be hired in January and two officers in April of the fiscal year. With the retirement of the Forestry Supervisor in Public Works, it has been determined that this position will not be filled. The duties will be absorbed by other staff members.

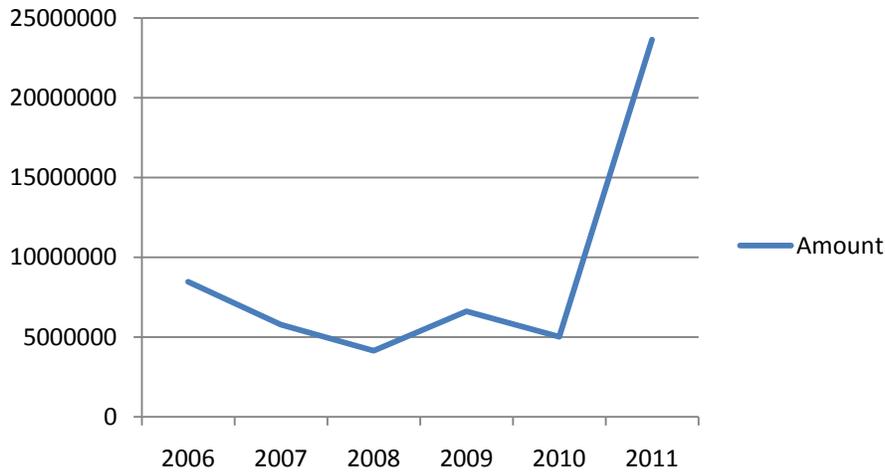
- *Police Building:* Ground breaking for the new police building is anticipated to take place in the summer of 2010. The building will be constructed at the current site of 2015 West Lake Street, which is directly adjacent to the Village Hall complex on the east side. The projected cost for the building construction is capped at \$15,000,000 with an overall approved budgeted amount of \$19,000,000.

Capital Improvement Program (CIP)

The budget for the Village’s Capital Improvement Program for fiscal year 2010-2011 amounts to approximately \$23.6 million. Capital project expenditures, by category, are planned as follows:

Land	\$500,000
Municipal Building	14,455,000
Building Improvements	190,000
Improvements other than buildings	6,507,658
Machinery and equipment	253,005
Vehicles	949,600
Water and Sewer Improvements	785,000

The chart below records the pattern of the Village’s Capital Improvement Program Budget over the past six years. As indicated, this program fluctuates from a high point for the current fiscal year, 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	2006	2007	2008	2009	2010	2011
Amount	\$ 8,458,012	\$ 5,770,115	\$ 4,146,699	\$ 6,621,763	\$ 5,021,030	\$ 23,640,263

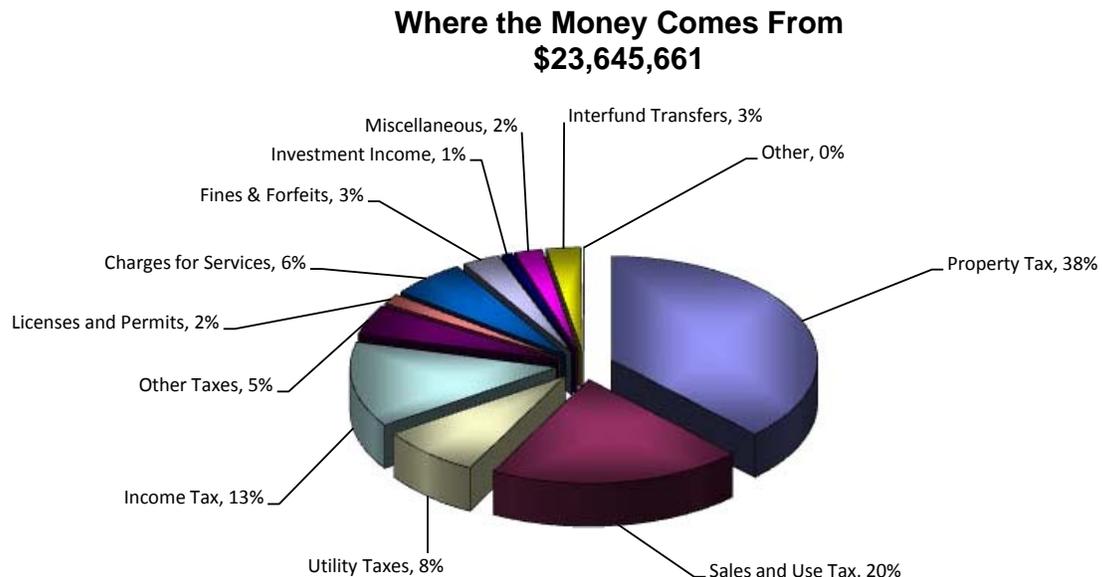
General Fund – Fund Balance

The projected ending fund balance (unreserved) for the General Fund amounts to \$8.4 million for the fiscal year ending 2009-10. The budgeted (unreserved) ending fund balance for fiscal year 2010-11 will increase to \$8.5 million. The reserve amounts to 35.9% of General Fund expenditures in accordance with the Village’s Fiscal Policy.

General Fund Operating Budget

Where does our revenue come from?

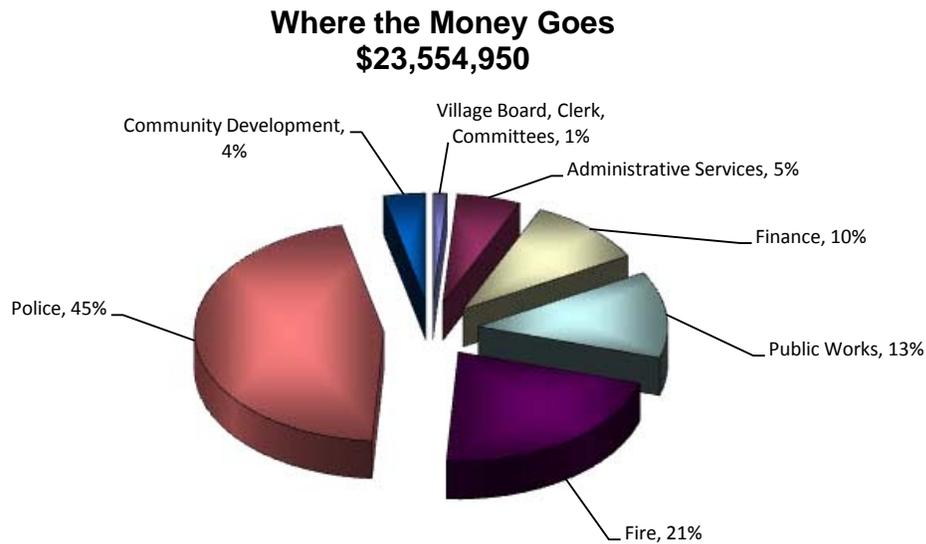
The following chart shows where our revenues come from:



In total, General Fund revenues are projected to decrease 3.9% or \$963,369. Tax revenues are anticipated to increase 1.2% due to growth in all tax categories except Simplified Telecommunications Tax, Use Tax and State Income Tax. Property taxes, including current and prior year taxes, increase 4.5% or \$380,854. General sales taxes will grow 1.9% or about \$55,327. Development activity permits and fees, including construction permits, increase by 14% or \$10,000

Where does our money go?

The following chart shows where our money goes:



General Fund budgeted expenditures will decrease by 4.3% or \$1,054,080. Line-item expenditures were reduced to more accurately reflect the current spending patterns over the past few years. In the General Fund, this amounts to an expenditure reduction of \$535,120.

Personnel costs will increase 1.3% or \$250,290.

Interfund 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:

<u>Transfer from</u>	<u>Amount</u>	<u>Transfers to</u>	<u>Amount</u>
General Fund	\$595,987	General Fund	\$469,316
Capital Projects Fund	900,000	Capital Projects Fund	670,505
TIF # 3	269,316	Municipal Building	<u>900,000</u>
TIF # 4	200,000		
Water & Sewer	<u>74,518</u>		
<i>Total</i>	\$2,039,821	<i>Total</i>	\$2,039,821

Reserves

The Village maintains significant reserves to continue operations in case of a drastic economic downturn. Village policy requires the General Fund have at least 25% of the operating fund in reserve. The fund is healthy with a 35.9% reserve.

1. General Fund - \$8,460,031 (4/30/11)
2. Capital Projects Fund - \$369,664 (4/30/11)
3. Central Equipment Fund - \$4,125,105 (4/30/11)
4. IPBC Terminal Reserve - \$1,452,421 (4/30/09)
5. IRMA - \$460,104 (12/31/09)

Economic Development Programs

The Village continues to strengthen the economic vitality of the community with a variety of tools to ultimately increase the tax base. While many communities have suffered significant decreases in sales tax revenue over the last 12 months, Hanover Park has fared better than most. A majority of our retail establishments continue to maintain stable revenues in the current economic climate and our TIF districts continue to perform extremely well.

Although the overall economy remains sluggish, all indications are that things should pick up during this fiscal year. Staff remains optimistic about new growth during the upcoming fiscal year. Highlights are listed below:

- *NuCare:* The bright spot in FY 2010 was the beginning of construction at NuCare. This 150-bed skilled nursing facility started construction in September and has continued at a rapid rate. Provided that there is no significant weather or material delays, this facility should be complete and ready to open this fall, ahead of its original opening date of January, 2011.
- *M/I Homes:* M/I Homes' purchase of Church Street Station will get this transit-oriented townhome development moving. This development has sat untouched for almost three years. M/I Homes intends to begin construction this coming spring, which will provide a positive sign to other developers that things are moving again and should get commercial developers to examine the retail opportunities that exist at this location.
- *East Irving Park Road and West Lake Street Corridors:* Staff will continue to focus attention towards the east Irving Park Road corridor and the west Lake Street corridor, both located in TIF districts. There appears to be several potential developments that could enhance each of these corridors.
- *Round Ground Metals:* In what could be the biggest new development in FY '11, Staff continues to work with Round Ground Metals. Round Ground Metals has been considering expansion for several years.

Budget Initiatives, Issues & Program Updates

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
- Terrorism

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

Fire Department Chaplain Program:

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

Environmental Committee:

The Environmental Committee has been in existence since the fall of 2008, is comprised of 9 members, and meets the fourth Tuesday of each month. They host Household Recycling Days to allow for the disposal of household products not fit for disposal through the weekly scavenger program, along with hazardous products such as oil/antifreeze, paint and electronics. The event also provides document collection and shredding. They have worked to provide free CFL bulbs to residents and collaborated with the committees for the 50th Anniversary Festival and the Art Fair. They have hosted a River Sweep and have applied for various grants to undertake additional recycling efforts. They assist staff in the review of the residential scavenger proposals, and have scheduled the second annual Household Recycling Event for September, 2011.

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.

Sister City:

Membership in the Hanover Park Sister City Committee is established through appointment by the Village President. There are presently seven members on this Committee, including a Chair Person.

The Hanover Park Sister City Committee promotes educational, cultural, economic and social activities. The goal of the Sister City Committee includes fostering existing and new international relationships as prescribed by Sister Cities International.

Since 1991, there has been a relationship with Cape Coast, Ghana. As a result, travel delegations have visited Cape Coast on several occasions. Establishment of the Hanover Park Primary School, a daycare room at the district hospital and the bead project are just a few examples of the activities and projects that have been completed.

In 2009, the Hanover Park Sister City Committee began the exploration of another possible Sister City relationship with a city in Mexico.

The Hanover Park Sister City Committee holds membership in Sister Cities International as well as the Illinois Chapter of Sister Cities.

CONNECT:

The Hanover Park Business CONNECT (Committee on Networking, Education, and Community Teamwork) works to strengthen the Village's business community by encouraging retention and expansion of existing businesses in the community. The committee also encourages efforts of business attraction. These efforts strengthen the Village's economic base while facilitating networking opportunities for the business community.

The Hanover Park Business CONNECT responsibilities include promoting the Village's business opportunities through promotional events and activities. CONNECT facilitates formal and informal networking opportunities at various Village functions and meetings with representatives of the business community. Specifically, they coordinate the following programs and activities on an ongoing basis:

- Coordinate and host annual activities promoting Hanover Park and encouraging networking among local businesses, including the Mayor's Choice Business Award Program, and sponsorship of a yearly Business After Hours event with the Hanover Park Chamber of Commerce.
- Encourage outreach and public relations with the residential and commercial real estate community by hosting the annual Real Estate luncheon and seminar, enhancing and promoting the Village's image.

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, 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.

Staffing

In Fiscal Year 2010-11, a total of 3 full-time equivalent (FTE) positions will be added to the Village's workforce.

<u>Position</u>	<u>Division</u>	<u>FTE</u>	<u>Fund</u>
Forestry Supervisor Forestry (eliminated)	Public Works	-1	General Fund
Police Officer (added)	Police Patrol	+1	General Fund
Police Officer (added)	Police Patrol	+1	General Fund
Police Officer (added)	Police Patrol	+1	General Fund
Police Officer (added)	Police Patrol	+1	General Fund
TOTAL		+3 FTE's	

The General Fund position increases include a total of four (4) Police Officers which will be phased in January and April of 2011. In addition, there is a reduction of the Forestry Supervisor position which will partially offset the cost of the new Police Officer positions.

Labor Relations

Excluding any regularly scheduled merit increases for employees, the FY 2010-11 budget does not include any wage adjustments. The labor contract for IAFF – Firefighters/ Paramedics is subject to a wage reopener effective May 1, 2010. The Teamsters – Public Works contract is also set to expire April 30, 2010. Negotiations for both contracts are currently underway and the implementation is still subject to mutually agreed upon terms by both the unions and the Village Board.

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. For Fiscal Year 2010-11, the Village has added the SSA #6 Fund (Capital Projects) and the General Obligation Bonds Series of 2010 Fund (Debt Service).

Bond Rating

The Village's outstanding bond ratings are AA- from Standard and Poor and Aa3 from Moody's. These two ratings are considered to be essentially identical. Standard and Poor has initiated new rating criteria which have generally improved municipal ratings and Moody is expected to follow suit within a few months. The Village has contracted with Standard and Poor through our financial consultants to perform a bond rating review.

Award for Distinguished Budget Preparation

For the 19th consecutive year, the Government Finance Officers Association (GFOA) 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 conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

Acknowledgements

I would like to express my appreciation to the Village Board and Finance Committee for providing the positive 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 are appreciated, and I extend my sincere thanks for a job well done.

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.



Ronald A. Moser
Village Manager

EXHIBITS

This supporting section includes the following:

Exhibit

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

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 38,278 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 North-west 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 present population from the 2000 census is 38,278.

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 196 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, which includes the Police Department headquarters, 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 \$222,000 Salt Storage Dome was constructed next to the Public Works Facility in calendar year 2001. A new \$7.24 million headquarter Fire Station was completed in July 2006.

The community includes diverse neighborhoods and expanding commercial and industrial properties.

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 25 part-time firefighters. The Illinois Inspection and Rating Bureau has granted an advisory fire protection classification of four. A total of 1,464 fire hydrants are located in the Village.

Public Works

A total of 41 Public Works employees are dedicated to keeping the Village running smoothly and looking its best. Crews plant, trim and spray 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.

Statistics regarding the water utility include:

Population Served	38,278	
JAWA Lake Michigan Supplied	941,843	Kilo Gal.
Village Supplied	24,669.8	Kilo Gal.
Total Distribution Pumpage	966,512.8	Kilo Gal.
Daily Average Pumpage	2,648	Kilo Gal.
Miles of Water Mains	112	
Number of Metered Customers	10,780	
Number of Unmetered Customers	16	

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>
1999	1,457	19,145,757
2000	1,537	23,753,919
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

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	0.5%	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 5/1/2010)		
Water Rate	\$4.55	Per 1,000 gallons of water Used
The minimum bimonthly water bill is \$50.52 for up to 12,000 gallons of water used.		
Sewer Rate		
Cook County	\$1.77	Per 1,000 gallons of water used
DuPage County	\$4.78	Per 1,000 gallons of water used

Demographics ⁽¹⁾**Socio-Economic Data**

Population: 38,278
 Median Age: 29.7
 Per Capita Income: \$19,960
 Median Household Income: \$61,358
 Median Family Income: \$63,990
 Total Employment: 19,669
 Unemployment Rate: 3.3%
 Median Value Single Family House: \$141,500
 Total Housing Units: 11,343
 Total Households: 11,105
 Average Household Size: 3.44
 Average Family Size: 3.75

Age, Female and Male Distribution

	<u>Subject</u>	<u>Number</u>	<u>Percent</u>
	Male	19,722	51.5
	Female	18,556	48.5
	Under 5 years	3,350	8.8
	5 to 9 years	3,546	9.3
	10 to 14 years	3,251	8.5
	15 to 19 years	3,176	8.3
	20 to 24 years	2,897	7.6
	25 to 34 years	6,609	17.3
	35 to 44 years	6,806	17.8
	45 to 54 years	4,709	12.3
	55 to 59 years	1,435	3.7
	60 to 64 years	923	2.4
	65 to 74 years	1,012	2.6
	75 to 84 years	459	1.2
	85 years and over	105	0.3
	Median age (years)	29.7	(X)
	18 years and over	26,228	68.5
	Male	13,491	35.2
	Female	12,737	33.3
	21 years and over	24,393	63.7
	62 years and over	2,086	5.4
	65 years and over	1,576	4.1
	Male	705	1.8
	Female	871	2.3

<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%

Population Characteristics

	<u>1990</u>		<u>1994</u>		<u>2000</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%
Asian/Pacific Islander:	2,435	7.4%	3,314	9.3%	4,580	12.0%
African/American:	1,188	3.6%	1,689	4.7%	2,348	6.1%
American Indian/Eskimo:	75	.2%	121	.3%	109	.3%
Other:	<u>1,084</u>	3.3%	<u>561</u>	1.6%	<u>5,164</u>	13.5%
Total:	32,895		35,579		38,278	
Hispanic Origin (Includes all races):		11.0%		15.4%		26.7%

¹ 2000 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 use of reserves to finance current operating expenditures should be avoided.
- 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, nonhome-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 Villagewide 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 2001 EAV, the maximum outstanding general obligation debt to be paid by property taxes would be \$36 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 and reported as assets (advance).
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.

The Special Service Area Number Two Debt Service Fund is included in the budget as a Debt Service Fund, however is reported as an Agency Fund in the Comprehensive Annual Financial Report (CAFR) because the Village is not liable for the debt service payments of this special service area bond issue. The Employee Compensated Absences Fund is not a budgeted fund but is included in the CAFR as an Internal Service Fund.

BUDGET PROCESS

The budget process is developed to provide public input and foster decision-making. The Fiscal Year 2011 Budget calendar is included in this exhibit. On October 1, 2009, a public hearing was held to allow the residents to speak about any topic relevant to the Village budget. On October 15, 2009 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. On November 5, 2009 a public hearing was held to allow department heads time to discuss their departments and priorities for Fiscal Year 2011. A budget instruction manual was prepared and distributed to everyone participating in the budget process in November 2009. The manual included the Village Board goals, a preliminary budget calendar, and instructions for completing budget forms and reports.

Departments prepare operating and capital project expenditure requests. The budget team, comprised of the Village Manager, Finance Director and Assistant Finance Director, 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 January 2010. Additional Village Board meetings were held to discuss significant budget issues including police staffing, the police building expansion project and other smaller issues.

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. Three preliminary budget workshops were conducted in February and March 2010 to present the proposed budget to the Village Board and public to solicit comments and input. These sessions 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, 2009.

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, 2010 to April 30, 2011.

FISCAL YEAR 2011 BUDGET CALENDAR

2009

OCTOBER

- 1 Fiscal Year 2011 Budget Public Hearing
- 15 Fiscal Year 2011 Budget Elected Official Input Meeting

NOVEMBER

- 5 Fiscal Year 2011 Budget Department Input Meeting
- 10 Distribute Budget Instruction Manual

DECEMBER

- 1 Fiscal Year 2011 Budget Program Budget Implications
- 11 Fiscal Year 2011 Budget Program Budget Implications
- 23 All specific budget assigned areas, i.e. salaries, insurance, utility costs, etc. are to be available to Department Heads. Departments develop "final" budgets.

JANUARY

- 5 All department budgets are to be submitted to the Village Manager's Office by 4:30 p.m.
- 11 Weeks available for Budget Team review with Department Heads and Committee/Commission Chairpersons
- 18
- 25
- 22 All committee/commission budgets are to be submitted to the Village Manager's Office

FEBRUARY

- 1 Budget Revisions Due
- 4 Budget Workshop

MARCH

- 4 Budget Workshop
- 18 Budget Workshop

APRIL

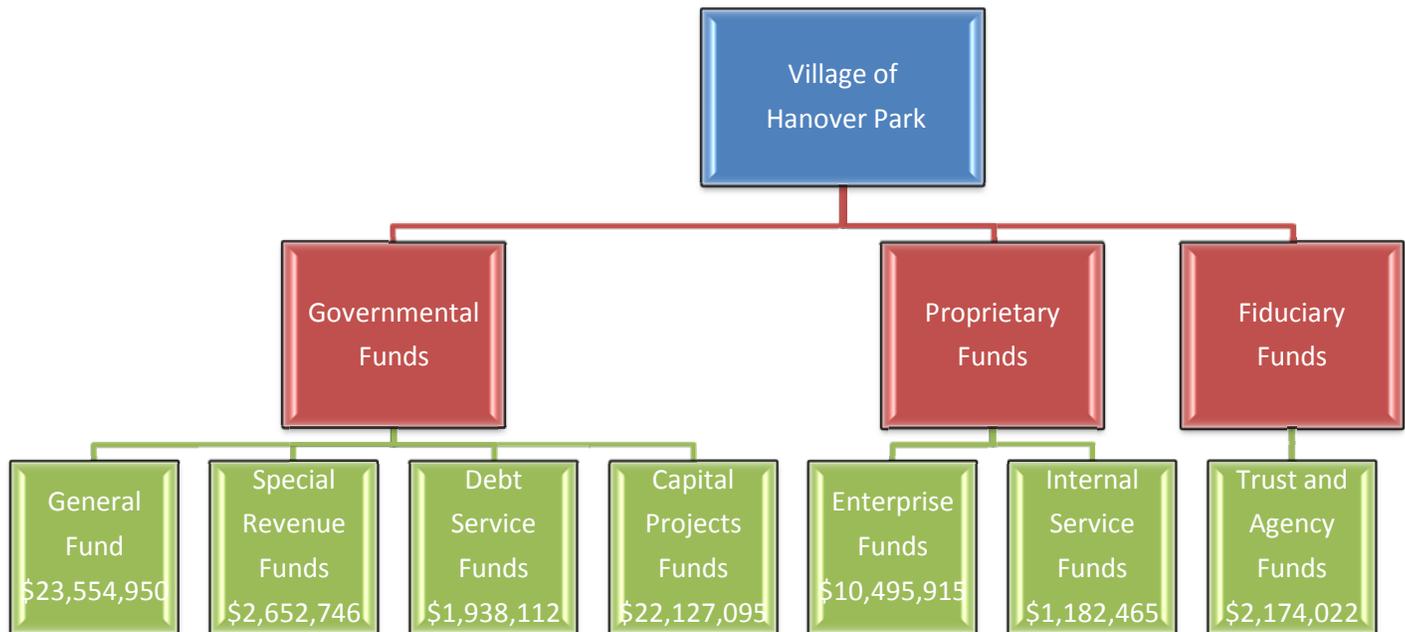
- 1 Present final FY'11 Budget to Village President and Board of Trustees
- 2 Put FY'11 Budget on file for public review (10 days before Budget Law Hearing).
Publish legal notice for Budget Law Hearing in newspaper 10 days before hearing.
- 15 Budget Law Public Hearing on FY'11 Budget
Board Meeting - Pass Budget Ordinance adopting FY'11 Budget
- 30 Deadline for adoption of FY'11 Budget

MAY

- 1 Start of Fiscal Year 2011

2010

FUND STRUCTURE AND DESCRIPTION OF FUNDS



The following major funds are budgeted:

Governmental Funds

General Fund, 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 Special Service Area Number Two Debt Service fund is classified as an agency fund in the Village's 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.

Debt Service Funds

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

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.

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.

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.

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.

General Obligation Bonds Series of 2004

The General Obligation Bond Series of 2004 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. Financing is provided by property tax revenues. Proceeds of the debt were used for the construction of a new fire station and other capital improvements.

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 are being used for the construction of a new police station.

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 #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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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

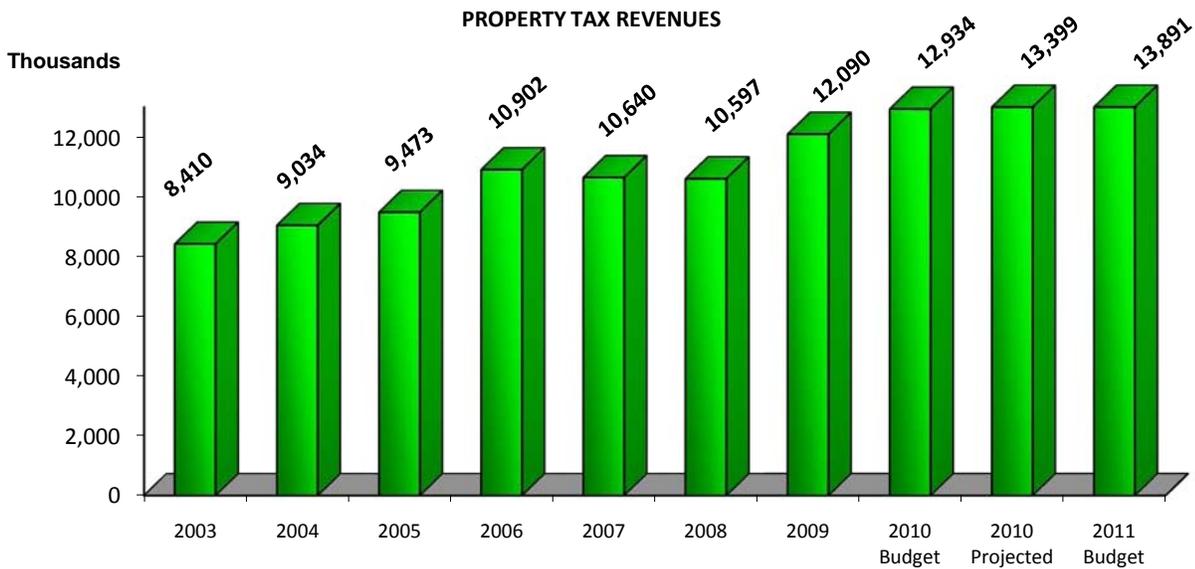
The Firefighters Pension Fund accounts for the accumulation of resources to be used for retirement annuity payments for the participants. Resources are contributed by fire employees at a rate fixed by law and by the Village based on an actuarial analysis.

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 between 17% and 27% 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. Various user fees were increased in Fiscal Year 2005 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 tries to increase economic development within the community to enhance sales tax revenues and increase the Village equalized assessed value (EAV).

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.



2003 - 2009: Actual Revenues.

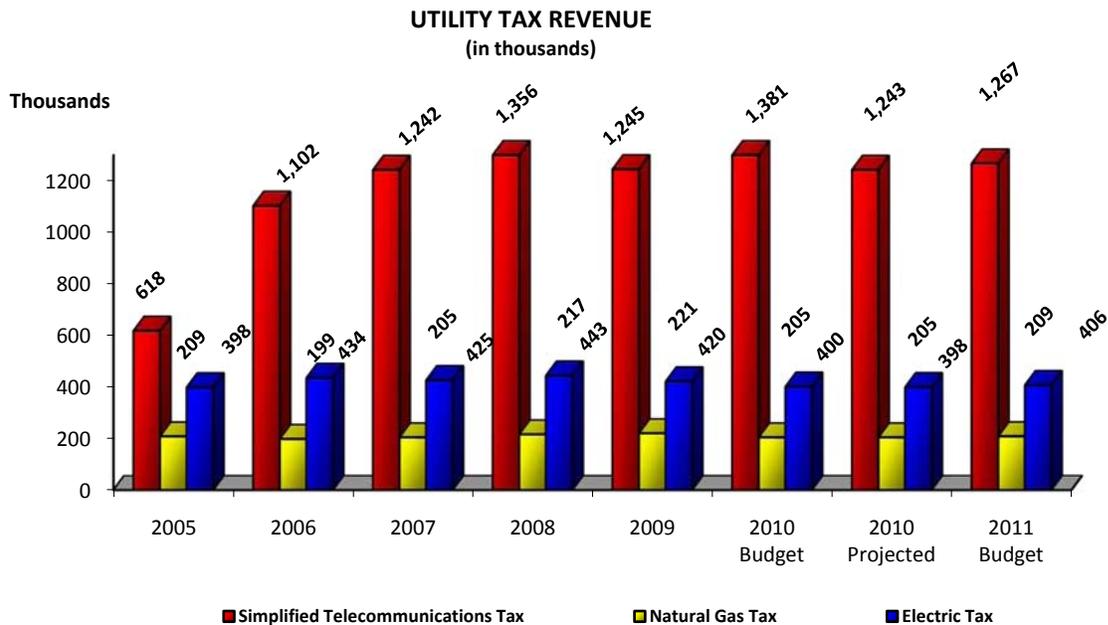
The Village’s blended rate decreased to \$1.203 in tax levy year 2008 from \$1.245 in 2007 because the Village’s EAV increased by 5.76%. The Village has attempted to maintain a blended tax rate at or below \$1.387 per \$100 of assessed value and to not increase the total levy by more than 5% over the 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. These bonds are to be financed by property tax revenues.

In Fiscal Year 2011, property tax revenues increase 3.67%. The General Fund property tax revenues have been increased 4.5% over the Fiscal Year 2010 budget and increases are also expected in the Tax Increment Financing District Funds due to higher incremental assessed value in these areas. In future years, the Village intends to continue its policy of not increasing the General Fund levy more than 5% over the prior year’s extension and

attempt to maintain or reduce the property tax blended rate. Additional information and graphs regarding property taxes and assessed values are contained in Exhibits G and H later in this section.

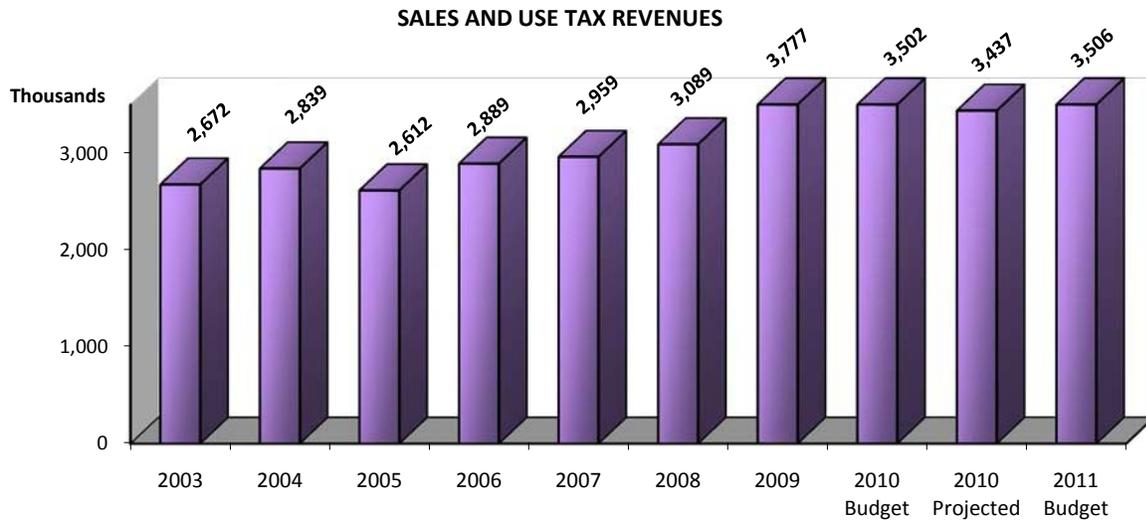
Utility Taxes – Utility taxes include the Simplified Telecommunications Tax and a natural gas and electric use tax. During Fiscal Year 2003, the Village instituted the utility/use tax on telecommunications, natural gas and electric to reduce the Village’s reliance on property tax revenue and allow for 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. Ten months of the new rate was included in Fiscal Year 2006 revenues. A ten percent increase was budgeted in Fiscal Year 2007 because this was the first full year with the rate increase. A 1.9% decrease was budgeted for this revenue in Fiscal Year 2011 over the prior year’s budget amount based on the 2009 actual performance of this revenue and the 2010 projected performance. Revenues for the electric and natural gas use taxes are expected to remain relatively flat in Fiscal Year 2011 and in the future.



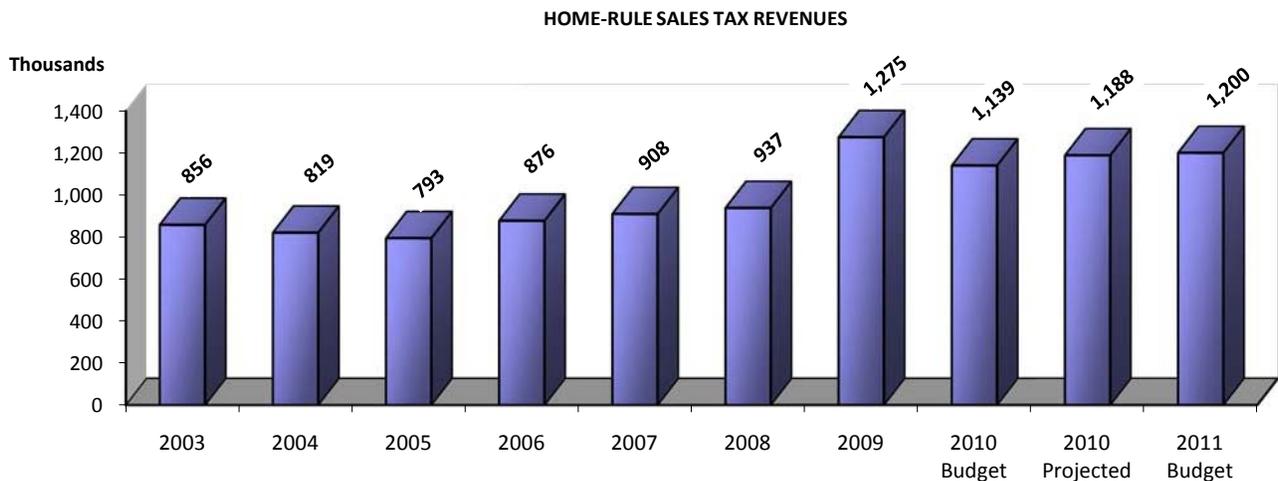
2005 – 2009: Actual Revenues

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. Revenues increased in 2003 and 2004 due to economic improvements, but decreased in 2005 as a result of the loss of a major retail store. Revenues rebounded in Fiscal Year 2006 through 2008 due to new retail development. 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 are expected to increase overall in 2011 due to a slow recovery in the local economy. A decline in use tax revenues is expected to offset this increase. In 2012, sales tax revenues are expected to increase slightly. In the future (2013 and beyond), sales tax revenues are expected to pick up due to additional economic development in the new Village Center, and throughout the Village, and an overall improvement in economic conditions.



2003 - 2009: 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. This tax may be levied in one-fourth of one percent increments. The Village instituted a home-rule sales tax of one-half of one percent (1/2%) in late Fiscal Year 1995. This revenue has followed the pattern of general sales tax revenue in being impacted by economic development and the performance of the local economy.

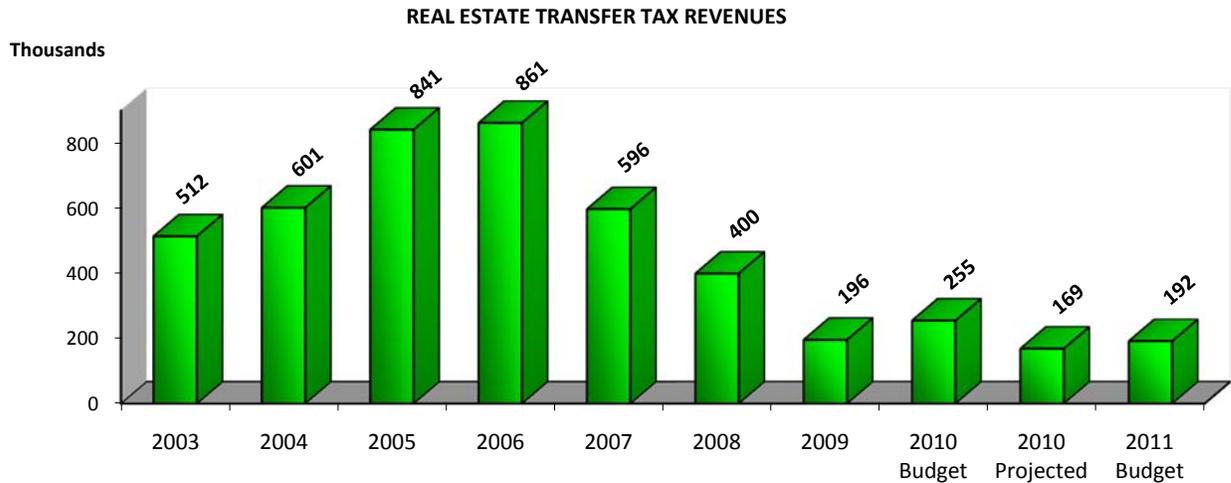


2003 – 2009: Actual Revenues

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 is intended to fund the majority of the 2002 debt payments. The remainder of the debt is funded with property taxes and fund reserves. An additional 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.

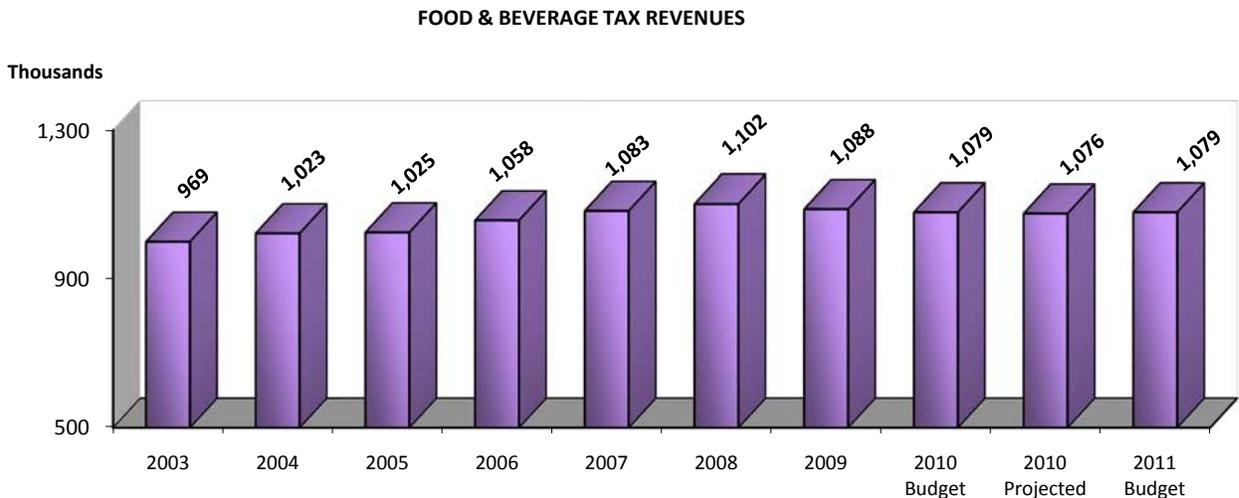
Through Fiscal Year 2002, this revenue has been recorded in its entirety in the General Fund and transferred to the Debt Service Fund. Due to greater than expected revenues, beginning in Fiscal Year 2003, approximately \$201,000 of the revenue is accounted for in the General Fund and the remainder in the 2002 General Obligation Bond Fund. This has provided revenues sufficient to fund nearly 75% of the annual debt service. A significant

increase was realized in Fiscal Year 2005 and 2006 due to new residential and industrial development. Since 2007 this revenue has declined due to the downturn in the housing market and a decrease in home values. Revenues are expected to decrease further in 2010 and then increase slightly in 2011 over the 2010 projected amount due to an increase in the sale of foreclosed homes and the restarted construction at Church Street Station. The amount allocated to the General Fund has been eliminated in for the foreseeable future due to the decline. In the future, this revenue is expected to increase following improvement in the housing market.



2003 - 2009: Actual Revenues

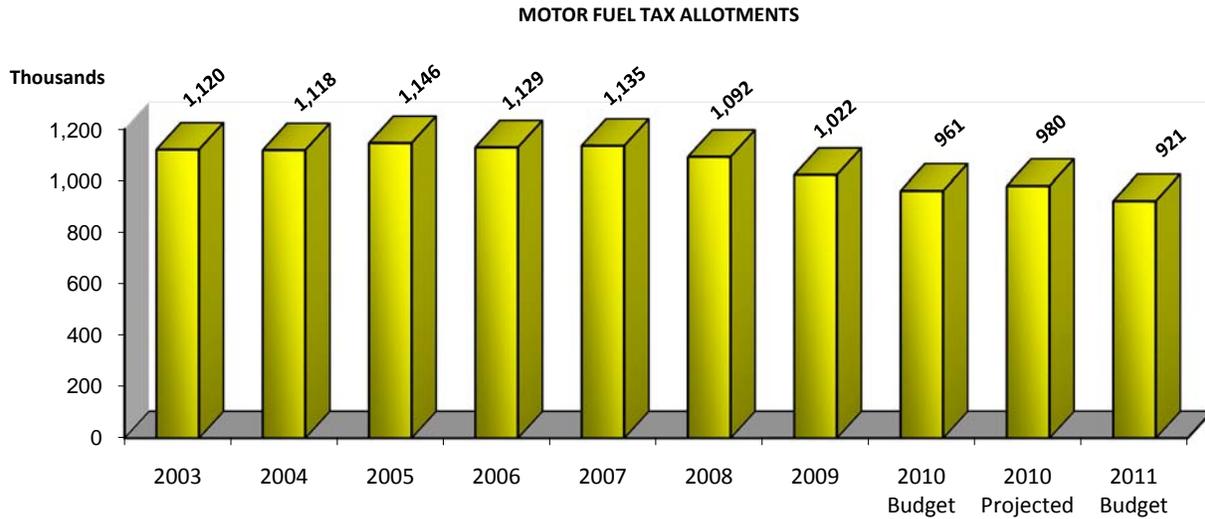
Food and Beverage Tax Revenues – The Village implemented a three percent (3%) tax on prepared food and beverages in the 1980s. This revenue has generally increased over the years at inflationary levels. The number of eating establishments in the Village has increased through 2008. In 2009, several restaurants within the Village closed. This, combined with an overall decrease in economic activity, resulted in a decline in revenues in 2009 and a projected decline in 2010. No change is expected for 2011. In the future, this revenue should increase at inflationary levels.



2003 - 2009: Actual Revenues

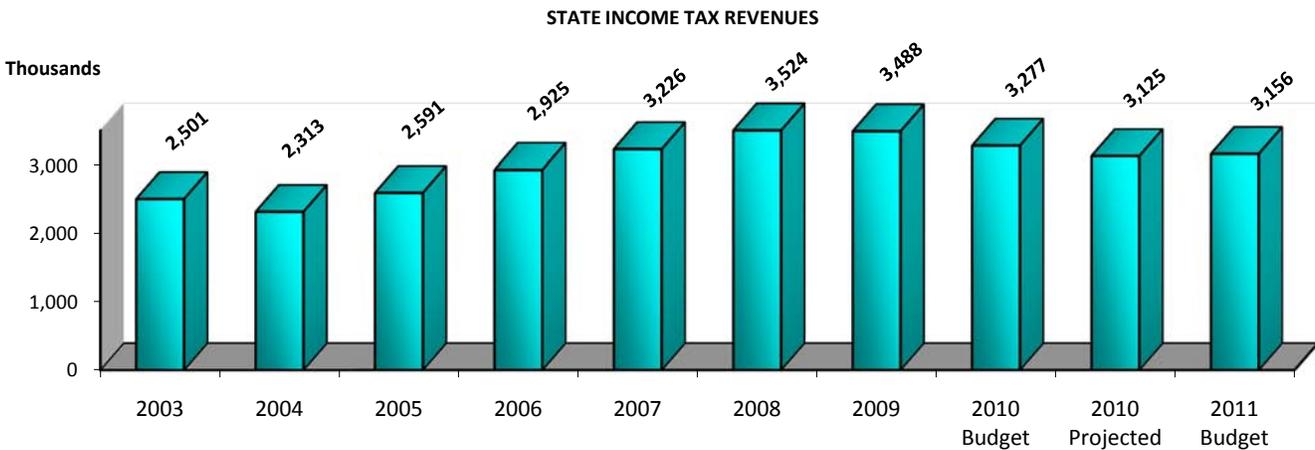
Motor Fuel Tax – This State-shared source of revenue is derived from taxes on gasoline and diesel fuels and is distributed based on population. These revenues are affected by use of motor vehicles and also fluctuations in gasoline prices. This revenue has seen a fairly steady growth through Fiscal Year 2008. A slight decrease is

projected in Fiscal Year 2010 caused by reduced consumption due to economic conditions. Fiscal Year 2011 revenues are expected to remain flat.



2003 - 2009: Actual Revenues

State Income Tax – This revenue is another State-shared revenue that is distributed based on population. Revenues declined steadily from 2002 through 2004 due to statewide economic conditions. An increase in this revenue was realized in Fiscal Years 2005 through 2008 due to improvement in the economic condition of the State economy and the State’s decrease in the funding of the State Income Tax Refund Account. Actual Fiscal Year 2009 revenues were higher than the budgeted amount. Fiscal Year 2010 revenues are expected to decline due to the slowing economy and high unemployment rate. In Fiscal Year 2011 revenues are expected to rise slightly due to the slow economic recovery. Future revenues are expected to increase at inflationary levels, however the Village is watching what the State of Illinois will do in the months after this budget is passed. The Governor of Illinois has stated his intention to lower the share that each municipality receives from 10% to 7%, a 30% drop in revenue. The Village will receive approximately \$850,000 less in revenue than budgeted if his plan is passed by the State Legislature. The Village has a plan to deal with this reduction in revenue if, and only if the Governor’s plan is passed.

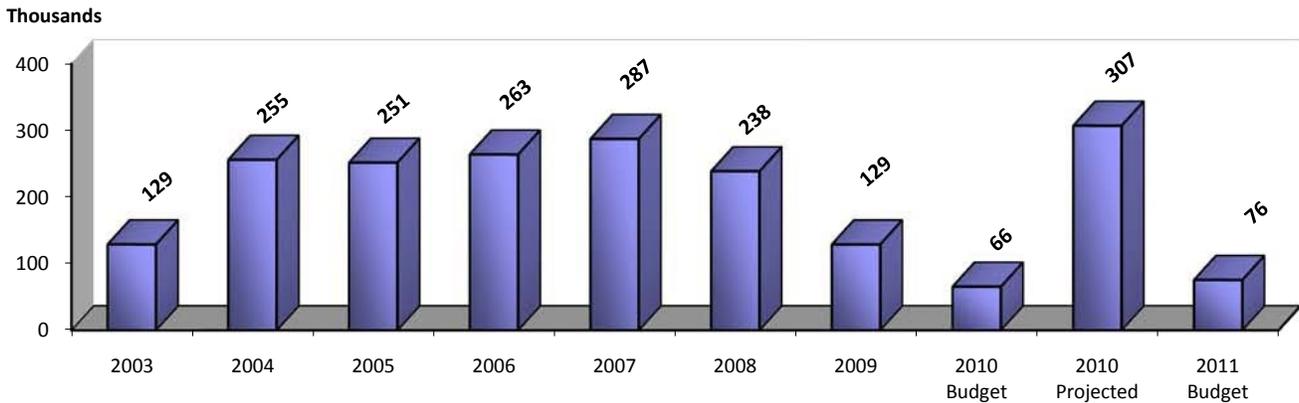


2003 - 2009: Actual Revenues

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. Construction has begun 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 occurred in 2009 and 2010 in the Village's Tax Increment Financing Districts. Building activity increased dramatically in 2010 due to the construction of a Nursing Care facility and various large expansion projects in the Village's industrial parks. Activity is expected to increase slightly in 2011.

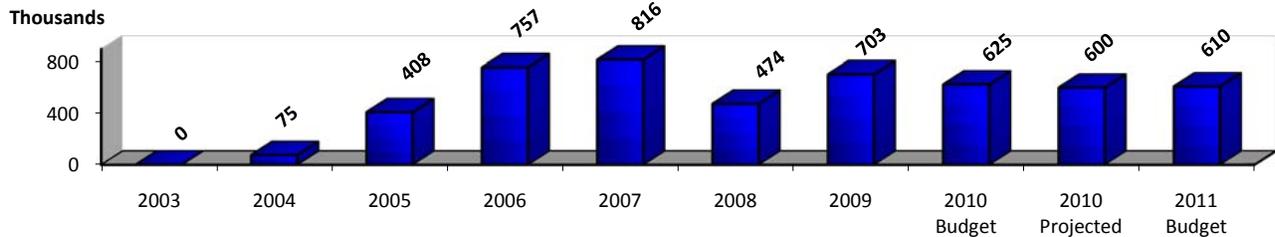
BUILDING PERMIT REVENUES



2003 - 2009: Actual Revenues

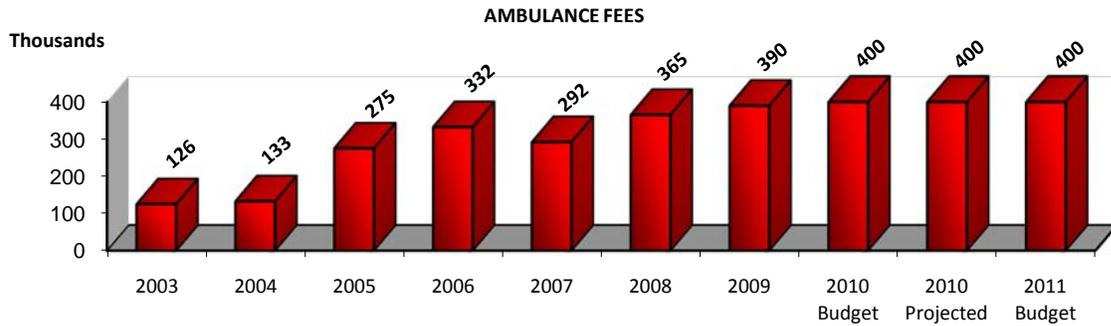
Vehicle Impoundment Fees – The Village instituted a \$500 vehicle impoundment fee during Fiscal Year 2004. This revenue is intended to partially offset the substantial cost of police officer time on vehicle impoundments associated with driving under the influence and suspended or revoked license enforcement. 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. In Fiscal Year 2007, revenues increased due to the addition of two new officers to enforce these violations. Fiscal Year 2008 budgeted and projected revenues decreased due to modifications to the ordinance during Fiscal Year 2007 in response to a court case and a reduction of police staffing due to employee absences. Two new patrol officers were added in Fiscal Year 2009, which has resulted in an increase in this revenue. In Fiscal Year 2011 this revenue is expected to decrease slightly, until the newly hired officers are on the street. Future years should remain flat.

VEHICLE IMPOUNDMENT FEES



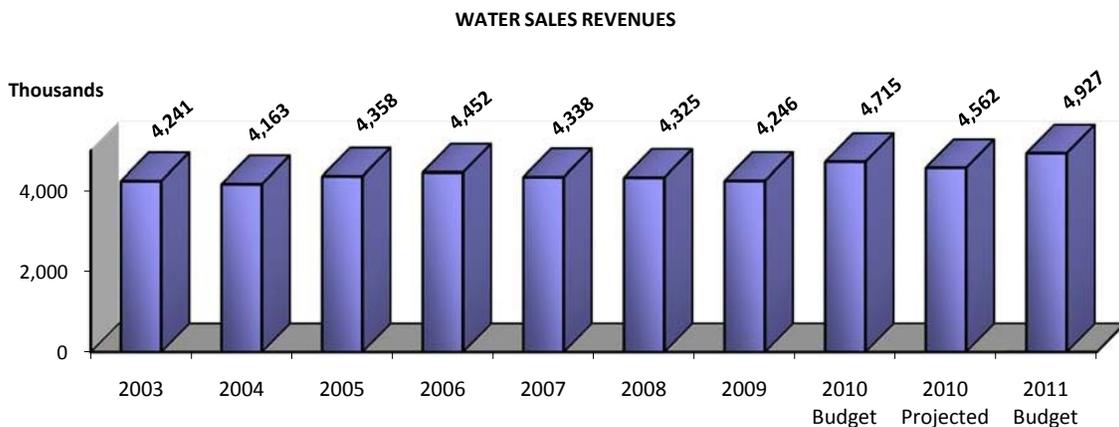
2003-2009: Actual Revenues

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. Fiscal Year 2005 includes only a partial year of this increase. Fiscal Year 2006 increased because a full year of the change is included. Fiscal Year 2007 revenues decreased slightly due to the timing of ambulance fee payments. In 2008, the increase in revenue resulted from an increase in call volume. A fee increase was approved in Fiscal Year 2009. Fiscal year 2011 revenues are expected to remain flat. Future increases in this revenue will probably be dependent on fee increases.



2003–2009: 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 dropped through 2004 due to wetter than normal summers, economic conditions and water conservation. In Fiscal Year 2005, revenues grew due to a 4% water rate increase effective July 1, 2004. Fiscal Year 2006 revenues were higher than Fiscal Year 2005 due to increased consumption as a result of a summer drought. Revenues decreased again in Fiscal Year 2007 and 2008 due to a drop in consumption.

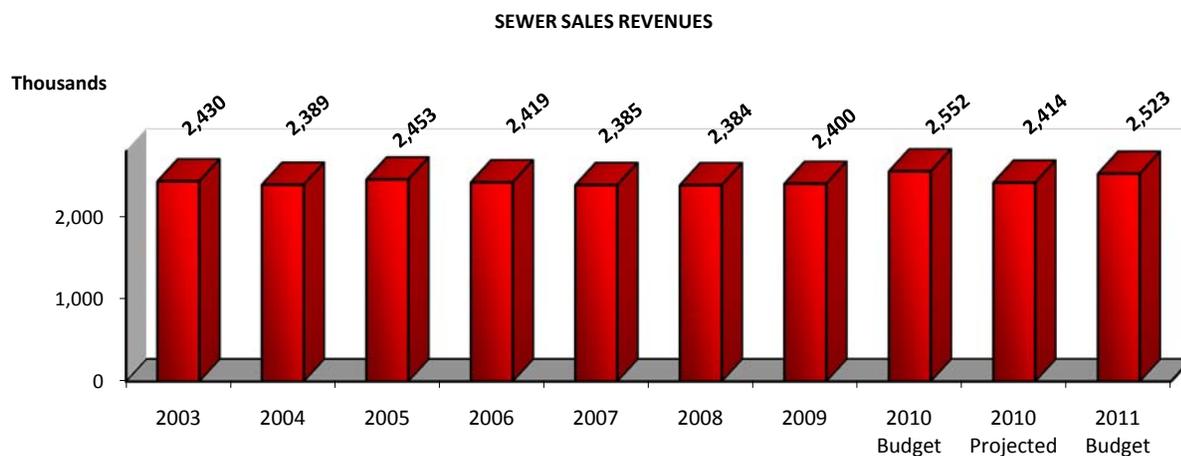


2003 - 2009: Actual Revenues

Revenues were expected to increase in 2009 as a result of an approved 8.0% increase in rates effective May 1, 2008. This rate increase was to fund infrastructure improves and to cover inflationary increases in operating expenses. In addition, the City of Chicago approved a 15.0% increase in water rates effective January 1, 2008 and 2009 and a 14.0% increase effective January 1, 2010. Because the Village obtains its water from the City, we are subject to these increases. As part of this rate adjustment, the minimum bill consumption amount was

reduced from 14,000 gallons to 12,000 gallons. Actual revenues are lower than anticipated due to a continued decline in consumption due to weather conditions, water conservation measures and unoccupied homes due to foreclosures. Revenues have been increased in Fiscal Year 2011 due to an 8.0% rate increase effective May 1, 2010. 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 – 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 Year 2004 revenues decreased due to the reduced consumption. Rates were increased 4% effective July 1, 2004. Fiscal Year 2006 revenues decreased due to the expansion of the summer sewer credit. Fiscal Year 2007 revenues decreased due to the reduced water consumption. A four-year 4.5% rate increase has been approved effective May 1, 2008 through 2011.

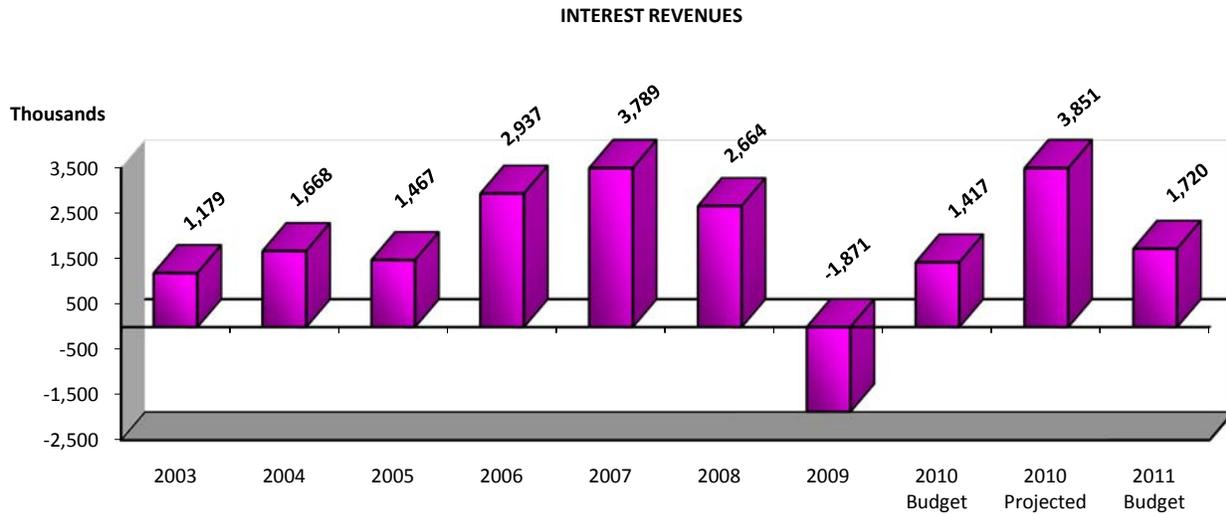


2003 - 2009: Actual Revenues

Interest Revenues – Interest revenues are an important source of funding for Village services. Interest revenues also include 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 also included in this category. The State Legislature has enabled the Village’s two pension funds opportunities for investment in mutual funds and stocks. Investments in equities are limited to 45% of the total fund balances in these pension funds.

A decline in interest rates and losses from equity investments resulted in the significant drop in interest revenues in Fiscal Years 2002 and 2003. Revenues increased in 2004 and 2007 due to an improvement in the stock market and an increase in interest rates. The increase in 2006 was also a result of interest earnings on the unspent proceeds from the 2004 General Obligation Bonds. 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 are expected to increase 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. In 2011, revenues are expected to increase slightly over the 2010 budget as a result of an increase in the invested balance in the pension funds and an improvement in economic conditions.



2003 - 2009: Actual Revenues

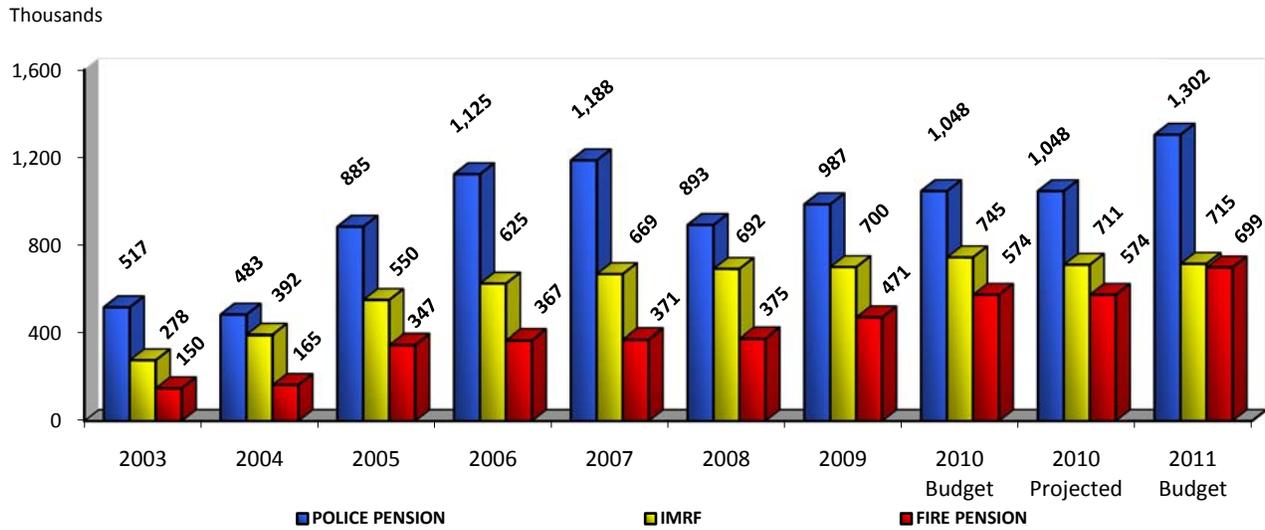
EXPENDITURE TRENDS AND PROJECTIONS

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 \$24,198,438, approximately 38% of total Village expenditures. The Village currently has four unionized labor groups that have collective bargaining agreements. Teamster Local No. 714 represents the Public Works employees. The Police Department’s represented employees belong to 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 2011 budgeted salary amounts include provisions for these contracts. A 0% across the board salary adjustment and 0-2.0% merit increase based on performance is included for non-bargaining unit employees. The total number of full-time employees has been increased by three.

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. The required contribution for all employee pension funds increased dramatically in Fiscal Year 2005 due to poor equity investment performance in prior years.

EMPLOYER PENSION CONTRIBUTIONS

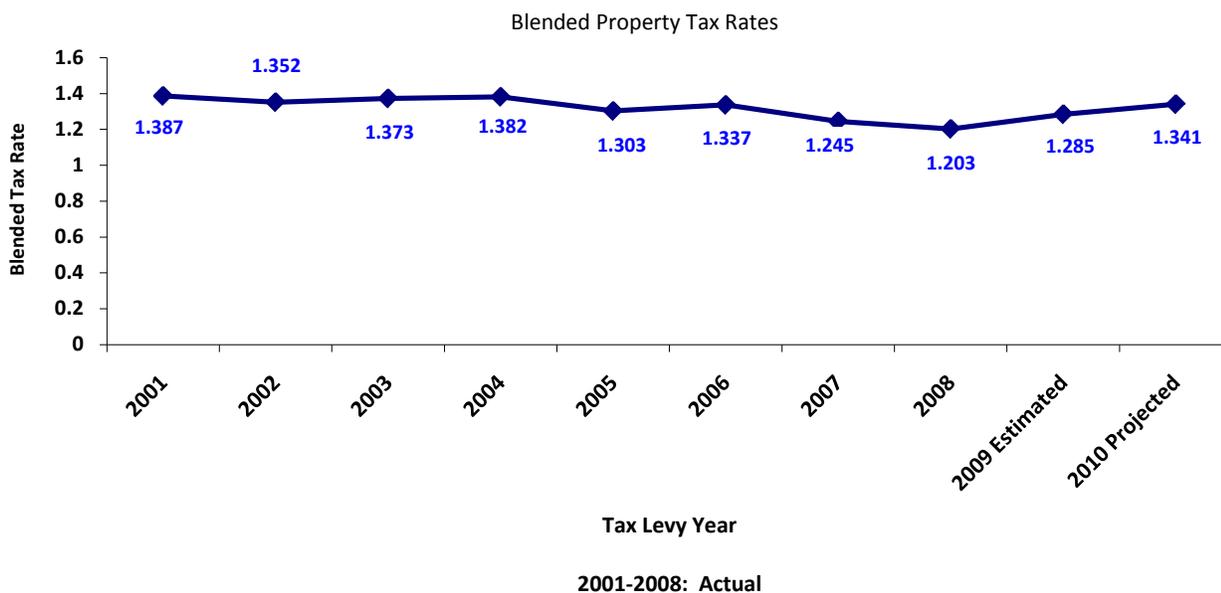


2003 - 2009: Actual Expenditures

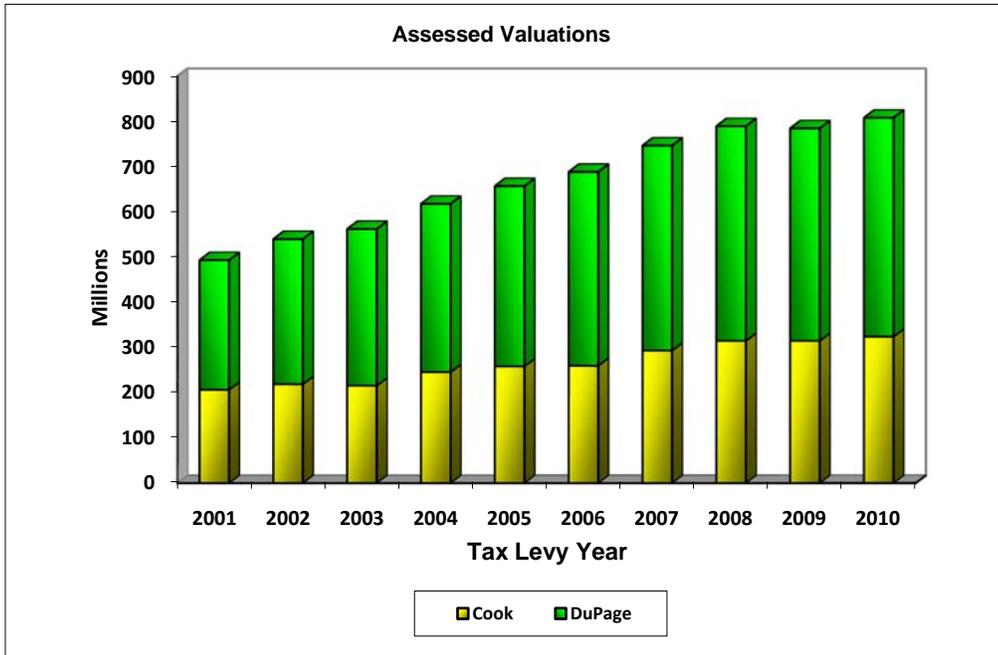
Police and Fire Pension Funds have also been impacted by pension benefit enhancements, new employees and retirements, all of which impact the unfunded accrued liability and annual required contribution. Additional amounts in excess of the actuarial-required contributions were made from the General Fund to the Police and Firefighters Pension Funds in Fiscal Years 2005 and 2006 in an effort to increase the percent funded. All pension fund contributions are expected to increase in Fiscal Year 2011. Double digit percentage increases are expected to continue.

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

Fiscal Year	2008		2009		2010		2011	
Tax Levy Year	2007 Extended		2008 Extended		2009 Estimated		2010 Estimated	
General	\$	3,917,366	\$	4,003,218	\$	4,182,007	\$	4,369,760
General-Fire	\$	3,937,287	\$	4,245,250	\$	4,434,563	\$	4,633,953
Total Corporate	\$	7,854,653	\$	8,248,468	\$	8,616,570	\$	9,003,713
Debt Service								
2001 GO Bonds	\$	462,390	\$	463,834	\$	462,007	\$	464,859
2002 GO Bonds	\$	169,824	\$	172,491	\$	172,782	\$	184,058
2004 GO Bonds	\$	284,706	\$	285,970	\$	285,729	\$	285,729
2010 GO Bonds	\$	-	\$	-	\$	-	\$	333,267
Net Debt Service Levy	\$	916,920	\$	922,295	\$	920,518	\$	1,267,913
Total Levy	\$	8,771,573	\$	9,170,763	\$	9,537,088	\$	10,271,626
Blended Tax Rate		\$1.245		\$1.203		\$1.285		\$1.341



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 2001 and 2007 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. The bond payments have been structured so that future debt service levies will remain flat. The rate is increased in 2009 because the increase in the property tax levy is expected to be greater than the increase in the equalized assessed value (EAV) and in 2010 due to the 2010 General Obligation Bonds. In 2010, the General Fund levy includes a 4.5% increase. The EAV is expected to decline in 2009 and increase in 2010.



**Assessed Valuations/
Annual Tax Levies**

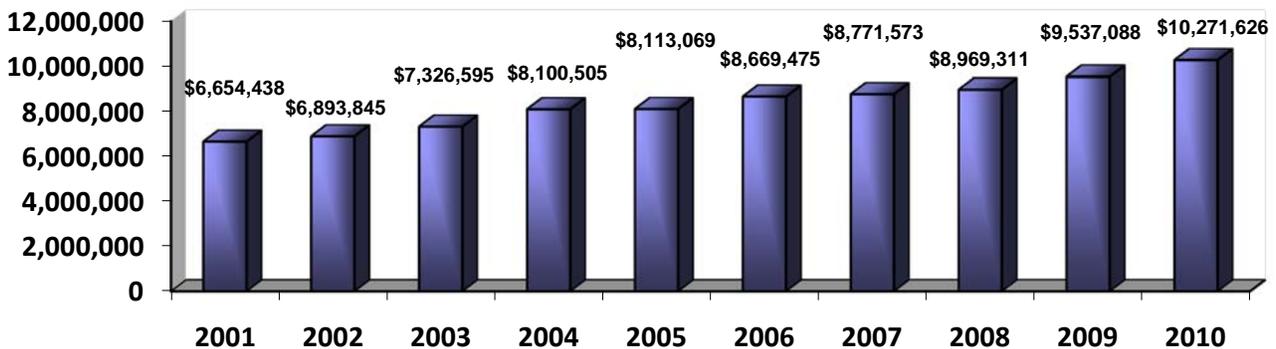
**Total Assessed Value
In Millions**

2001	492,405
2002	539,115
2003	561,449
2004	617,180
2005	656,485
2006	687,946
2007	746,188
2008	789,205
2009	784,369
2010	807,900

2001-2008: Actual 2009: Estimated 2010: Projected

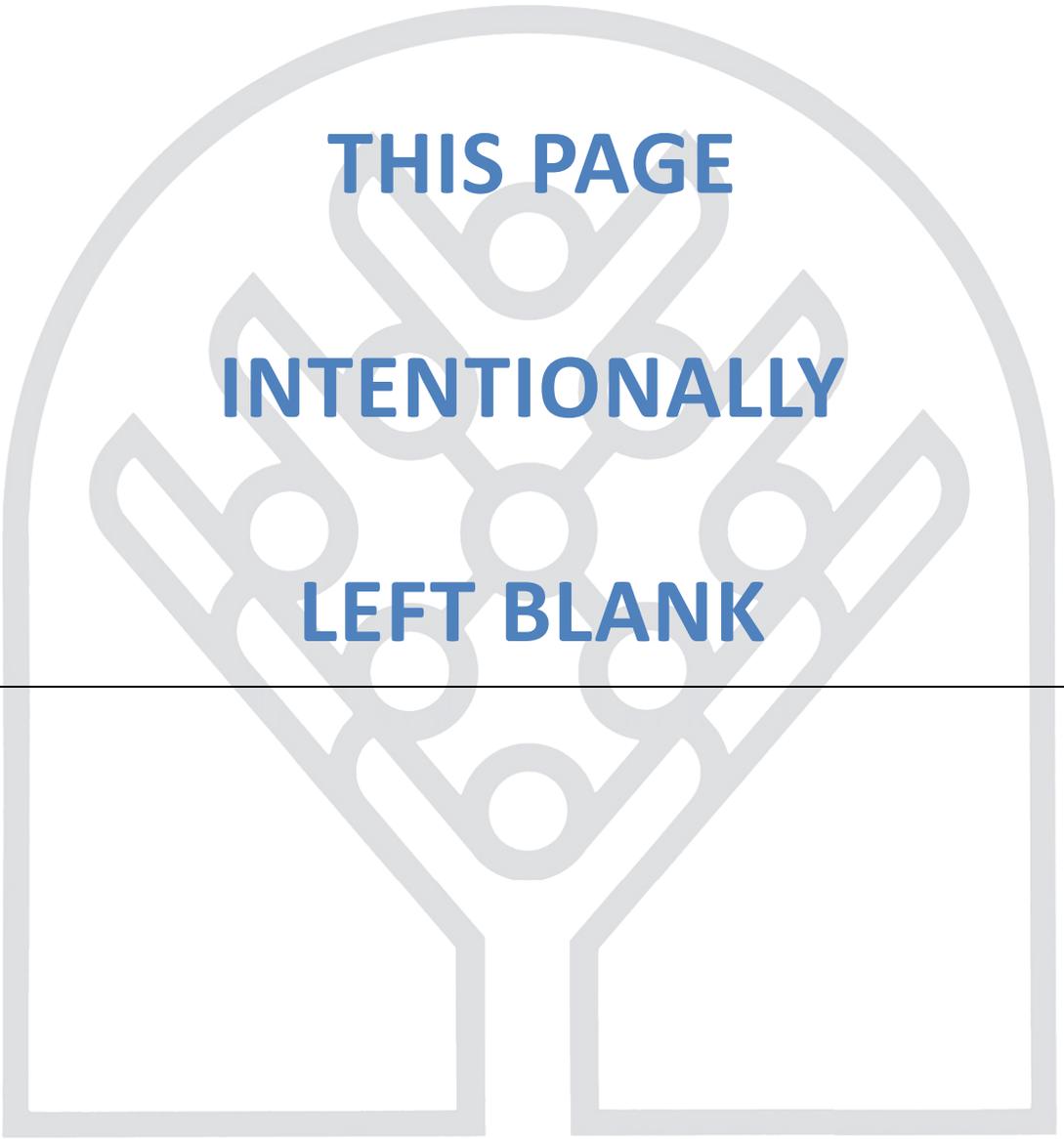
The Village’s total assessed value has increase steadily through 2008. The estimated EAV in 2009 is expected to remain flat in Cook County and decrease 1.00% in DuPage County for an overall decrease of 1%. In 2010 the EAV is expected to increase in Cook County and DuPage County due to a decline in property values, but an increase in new construction.

Annual Tax Levies



2001-2008: Actual 2009: Estimated 2010: Projected

The levy increases have been limited to no more than 5% except in 2004. The total levy increase is higher in 2004 as a result of the issuance of the 2004 General Obligation Bonds. The General Fund levy, including fire, increased approximately 5% in 2004. The 2009 estimated and 2010 projected levies included a 4.5% increase in the General Fund levy. The debt service levies will increase due to the 2010 General Obligation Bonds for the new Police Station.



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Hanover Park

BUDGET SUMMARY

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

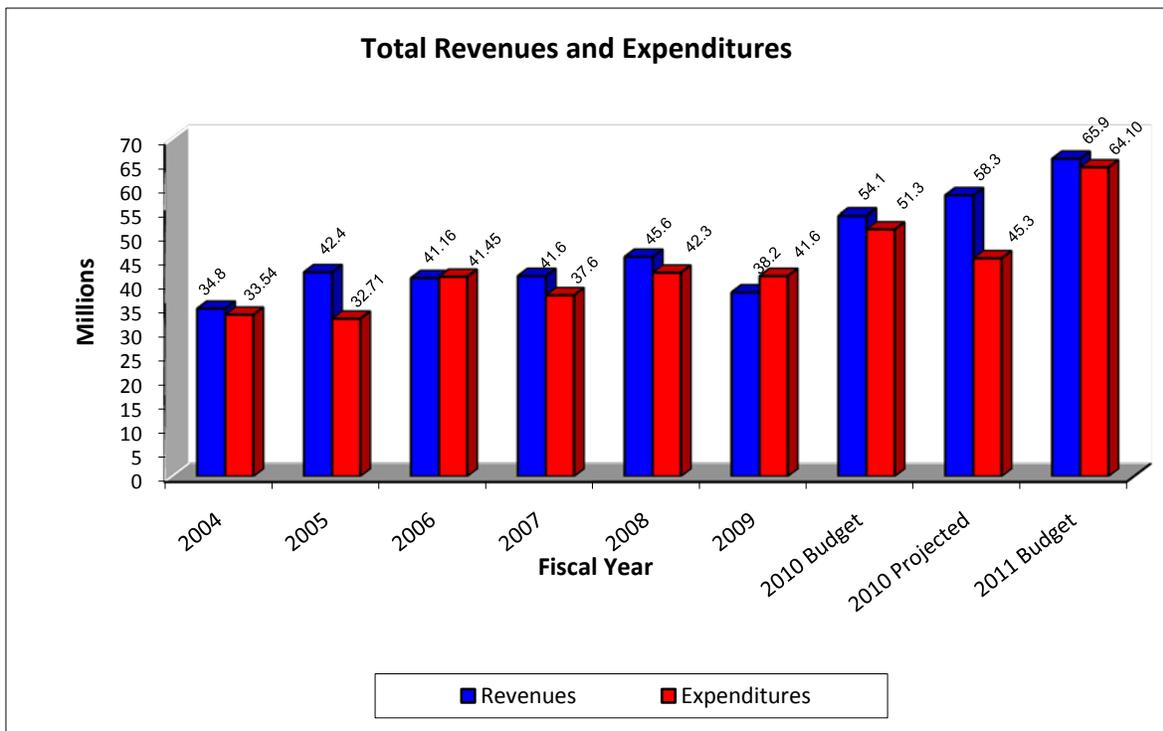
**Budget Summary-Total by Fund-Expenditures and Other
Financing Uses**

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 2004 through 2009: Actual Revenues and Expenditures

Total Fiscal Year 2011 budgeted expenditures are up 25% from the Fiscal Year 2010 budget primarily due to the Police Station building project, the new SSA #6 and capital improvements in TIF #2. In addition, the budget includes a water main replacement program and other Water and Sewer Fund capital projects.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Fiscal Year Ending April 30, 2011

Fund	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources					
General	\$ 22,079,813	\$ 23,098,015	\$ 24,609,030	\$ 24,418,396	\$ 23,645,661
Special Revenue Funds					
Road and Bridge	135,188	136,046	800,748	119,576	247,000
Motor Fuel Tax	1,290,735	1,133,330	1,962,427	1,038,347	2,405,746
	<u>1,425,923</u>	<u>1,269,376</u>	<u>2,763,175</u>	<u>1,157,923</u>	<u>2,652,746</u>
Debt Service Funds					
2001 General Obligation Bonds	470,889	456,762	452,475	452,275	455,054
TIF Debt Service	1,233,116	1,475,189	3,926,457	2,241,410	6,000
SSA Debt Service	198,244	183,109	330,500	175,853	10,000
2002 General Obligation Bond	539,450	379,080	674,575	340,476	694,625
2004 General Obligation Bonds	297,166	281,954	291,424	278,724	279,474
2010 General Obligation Bonds	-	-	-	-	492,959
	<u>2,738,865</u>	<u>2,776,094</u>	<u>5,675,431</u>	<u>3,488,738</u>	<u>1,938,112</u>
Capital Projects Funds					
SSA #3	48,531	9,273	44,747	35,954	21,925
SSA #4	52,222	49,948	46,031	49,056	30,600
SSA #6	-	-	-	-	580,000
General Capital Projects	1,148,392	768,851	1,864,182	599,110	2,403,005
TIF #2 Capital Projects	-	-	2,000,000	2,000,115	2,698,060
TIF #3	366,341	1,016,599	1,302,000	918,559	1,053,491
SSA #5	358,784	352,376	366,137	359,994	355,014
TIF #4	3,168,498	427,008	414,000	300,112	530,000
Municipal Building Fund	830,852	226,684	1,031,523	10,620,000	14,455,000
	<u>5,973,620</u>	<u>2,850,739</u>	<u>7,068,620</u>	<u>14,882,900</u>	<u>22,127,095</u>
Enterprise Funds					
Water and Sewer	8,530,570	7,438,883	9,424,513	7,707,640	10,106,574
Commuter Parking Lot	323,666	309,469	444,467	279,667	389,341
	<u>8,854,236</u>	<u>7,748,352</u>	<u>9,868,980</u>	<u>7,987,307</u>	<u>10,495,915</u>
Internal Service Fund					
Central Equipment	957,066	704,411	846,710	789,565	949,600
Employee Benefits	935,931	516,490	273,000	-	232,865
	<u>1,892,997</u>	<u>1,220,901</u>	<u>1,119,710</u>	<u>789,565</u>	<u>1,182,465</u>
Trust and Agency Funds					
Police Pension	1,795,885	(522,207)	1,900,480	3,621,206	2,442,767
Fire Pension	868,976	(265,646)	1,062,605	1,970,574	1,422,625
	<u>2,664,861</u>	<u>(787,853)</u>	<u>2,963,085</u>	<u>5,591,780</u>	<u>3,865,392</u>
Total Revenues	<u>\$ 45,630,315</u>	<u>\$ 38,175,624</u>	<u>\$ 54,068,031</u>	<u>\$ 58,316,609</u>	<u>\$ 65,907,386</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Fiscal Year Ending April 30, 2011

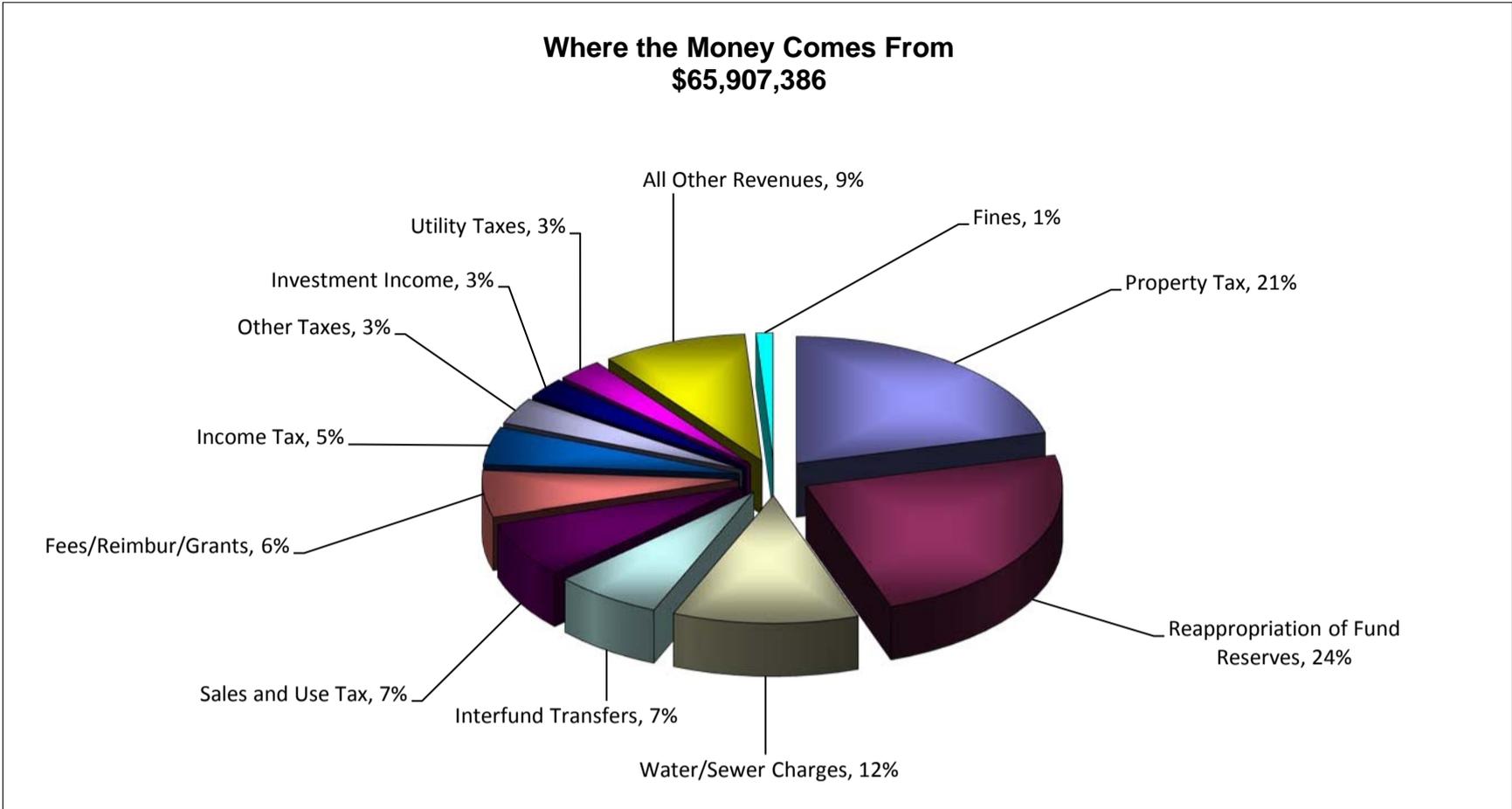
Fund	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses					
General	\$ 23,198,437	\$ 23,070,587	\$ 24,609,030	\$ 23,969,361	\$ 23,554,950
Special Revenue Funds					
Road and Bridge	47,105	80,130	800,748	231,241	247,000
Motor Fuel Tax	1,159,127	1,640,791	1,962,427	1,275,120	2,405,746
	<u>1,206,232</u>	<u>1,720,921</u>	<u>2,763,175</u>	<u>1,506,361</u>	<u>2,652,746</u>
Debt Service Funds					
2001 General Obligation Bonds	452,853	452,568	452,475	452,275	455,054
TIF Debt Service	1,994,592	2,060,354	3,926,457	3,915,457	6,000
SSA Debt Service	263,367	339,900	330,500	320,100	10,000
2002 General Obligation Bond	666,739	664,639	674,575	672,875	694,625
2004 General Obligation Bonds	278,849	278,849	279,474	278,849	279,474
2010 General Obligation Bonds	-	-	-	-	492,959
	<u>3,656,400</u>	<u>3,796,310</u>	<u>5,663,481</u>	<u>5,639,556</u>	<u>1,938,112</u>
Capital Projects Funds					
SSA #3	18,539	15,394	44,747	17,201	21,925
SSA #4	26,294	25,585	46,031	41,422	30,600
SSA #6	-	-	-	-	580,000
General Capital Projects	1,002,501	1,639,134	1,864,182	501,751	2,403,005
TIF #2 Capital Projects	-	-	411,608	403,038	2,698,060
TIF #3	29,913	320,388	1,302,000	577,100	1,053,491
SSA #5	286,597	357,093	366,137	289,143	355,014
TIF #4	2,859,264	141,370	414,000	387,000	530,000
Municipal Building Fund	3,945	19,075	1,031,523	475,000	14,455,000
	<u>4,227,053</u>	<u>2,518,039</u>	<u>5,480,228</u>	<u>2,691,655</u>	<u>22,127,095</u>
Enterprise Funds					
Water and Sewer	7,443,055	7,714,888	9,424,513	8,509,299	10,106,574
Commuter Parking Lot	353,126	348,435	444,467	526,281	389,341
	<u>7,796,181</u>	<u>8,063,323</u>	<u>9,868,980</u>	<u>9,035,580</u>	<u>10,495,915</u>
Internal Service Fund					
Central Equipment	359,913	412,282	521,707	457,734	949,600
Employee Benefits	268,600	266,200	273,000	248,901	232,865
	<u>628,513</u>	<u>678,482</u>	<u>794,707</u>	<u>706,635</u>	<u>1,182,465</u>
Trust and Agency Funds					
Police Pension	1,196,635	1,326,613	1,409,144	1,274,465	1,466,548
Fire Pension	430,174	467,663	680,200	474,476	707,474
	<u>1,626,809</u>	<u>1,794,276</u>	<u>2,089,344</u>	<u>1,748,941</u>	<u>2,174,022</u>
Total Expenditures	<u>\$ 42,339,625</u>	<u>\$ 41,641,938</u>	<u>\$ 51,268,945</u>	<u>\$ 45,298,089</u>	<u>\$ 64,125,305</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category and Fund
 Fiscal Year Ending April 30, 2011

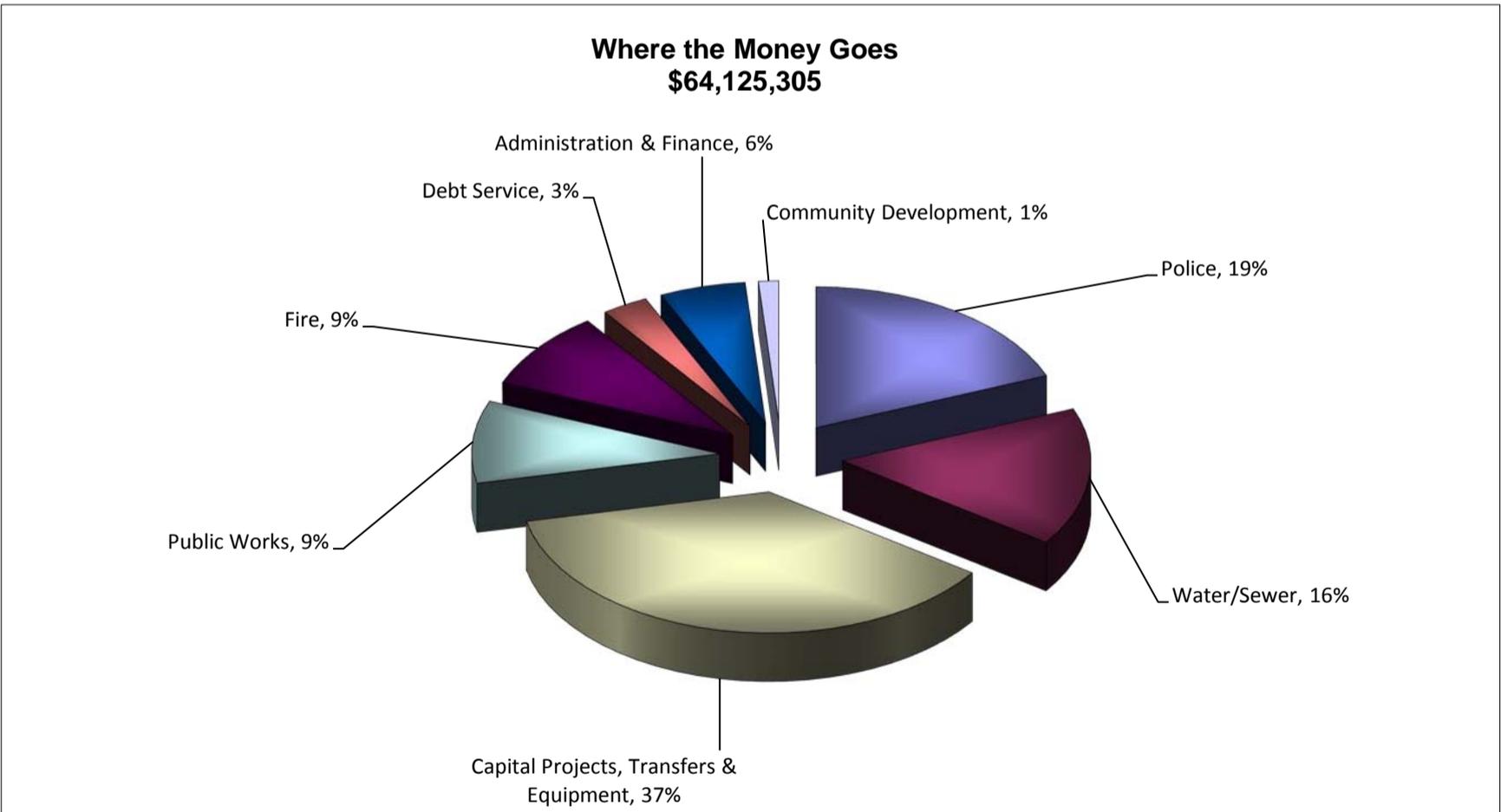
	General	Road and Bridge	Motor Fuel Tax	2001 GO Bond Fund	TIF Debt Service	SSA Debt Service	2002 GO Bond	2004 GO Bond	2010 GO Bond	SSA #3	SSA #4	SSA #6	General Capital Projects
Revenues and Other Financing Sources													
Property Taxes	8,928,031	96,500		453,054			170,755	278,474	492,959	21,880	30,545		-
Utility Taxes	1,882,822						-						-
Sales and Use Tax	4,705,552						192,000						-
Other Taxes	4,270,877		920,969										-
Total Taxes	19,787,282	96,500	920,969	453,054	-	-	362,755	278,474	492,959	21,880	30,545		-
Licenses and Permits	384,440												
Charges for Services	1,397,552												
Fines and Forfeits	704,600												
Investment Income	200,000	13,200	36,800	2,000		125	3,000	250		45	55		17,163
Miscellaneous	511,814	12,103	10,550										157,500
Interfund Transfers	639,973												728,342
Other	20,000												
Reappropriation	-	125,197	1,437,427		6,000	9,875	328,870	750				580,000	1,500,000
Total Revenues	23,645,661	247,000	2,405,746	455,054	6,000	10,000	694,625	279,474	492,959	21,925	30,600	580,000	2,403,005
Expenditures and Other Financing Uses													
Personal Services	18,806,369		144,714										
Commodities	899,421		210,000										
Contractual Services	3,253,173	37,000	353,374	2,000	6,000	10,000	11,525	1,000		21,925	30,600		55,000
Debt Service Transfers				453,054			683,100	278,474	492,959				900,000
Capital Outlay	595,987	210,000	1,697,658									580,000	1,448,005
Total Expenditures/Expenses	23,554,950	247,000	2,405,746	455,054	6,000	10,000	694,625	279,474	492,959	21,925	30,600	580,000	2,403,005

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category and Fund
 Fiscal Year Ending April 30, 2011
 (Continued)

TIF #2 Capital Projects	TIF #3	SSA #5	TIF #4	Municipal		Municipal		Central Equipment	Employee Benefits	Police Pension	Fire Pension	Total
				Building Fund	Water and Sewer	Commuter Lot	Commuter Lot					
1,833,640	919,172	316,422	350,000	-	-	-	-	-	-	-	-	13,891,432
-	-	-	-	-	-	-	-	-	-	-	-	1,882,822
-	-	-	-	-	-	-	-	-	-	-	-	4,705,552
-	-	-	-	-	-	-	-	-	-	-	-	5,383,846
1,833,640	919,172	316,422	350,000	-	-	-	-	-	-	-	-	25,863,652
					1,000							385,440
					7,719,194		329,250					9,445,996
4,000	15,730	38,592	100	25,000	83,183	4,478	4,478	125,000	725,000	465,000	465,000	1,720,129
					368,942				415,287	258,862	258,862	1,773,650
					900,000			197,232	1,302,480	698,763	698,763	4,466,790
				6,000,000								6,020,000
860,420	118,589		179,900	7,530,000	1,934,255	55,613	55,613	627,368	232,865			15,527,129
2,698,060	1,053,491	355,014	530,000	14,455,000	10,106,574	389,341	389,341	949,600	232,865	2,442,767	1,422,625	65,907,386
Expenditures and Other Financing Uses												
43,060	-	-	-	-	2,745,360	165,798	165,798		232,865	1,395,848	664,424	24,198,438
-	-	-	-	-	197,768	14,394	14,394			1,000	750	1,323,333
80,000	184,175	105,014	330,000	5,939,902	364,026	119,149	119,149			69,700	42,300	10,651,837
					74,518							2,271,613
2,575,000	600,000	250,000	200,000	14,455,000	785,000	90,000	90,000	949,600				2,039,821
2,698,060	1,053,491	355,014	530,000	14,455,000	10,106,574	389,341	389,341	949,600	232,865	1,466,548	707,474	64,125,305



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



Public Safety, including the Police and Fire, accounts for 28% 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 higher than previous years due to the construction of the new Police Station.

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account-All Funds
Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 9,966,854	\$ 11,506,246	\$ 12,345,346	\$ 12,799,116	\$ 13,342,322
311.02-00	Personal Prop.Replacement	102,976	94,051	84,103	84,478	85,263
311.04-00	Township Tax Levy	94,032	98,407	90,000	101,006	95,000
311.90-00	S.S.A. #3, 4, 5 & 6 Property Tax	433,452	391,205	414,062	414,062	368,847
312.01-00	Simplified Telecommunications	1,355,699	1,244,758	1,380,688	1,242,548	1,267,400
312.02-00	Natural Gas Use Tax	216,842	221,173	205,000	205,000	209,100
312.03-00	Electric Use Tax	443,218	420,328	400,000	398,266	406,322
313.01-00	Sales Tax	2,549,324	3,241,414	2,978,338	2,974,181	3,033,665
313.02-00	Use Tax	539,698	535,317	523,528	462,775	472,030
313.03-00	Home Rule Sales Tax	936,889	1,274,578	1,139,413	1,187,977	1,199,857
313.04-00	Real Estate Transfer Tax	399,851	196,003	255,264	168,782	192,000
313.05-00	Hotel/Motel Tax	40,591	32,711	32,473	34,628	35,321
314.01-00	Food & Beverage Tax	1,101,714	1,088,047	1,079,453	1,076,038	1,079,453
314.03-00	Motor Fuel Tax	1,092,166	1,022,090	960,943	979,917	920,969
315.01-00	State Income Tax	3,524,383	3,487,693	3,277,344	3,124,854	3,156,103
Total Taxes		22,797,689	24,854,021	25,165,955	25,253,628	25,863,652
321.01-00	Business Licenses	88,508	91,536	86,000	88,000	87,720
321.02-00	Liquor Licenses	51,837	48,815	50,000	50,000	50,000
321.03-00	Contractor Licenses	39,200	35,360	38,000	30,000	30,000
321.04-00	Vendor/Solicitor Licenses	370	835	350	695	695
321.06-00	Animal Licenses	1,470	1,315	1,400	1,400	1,400
321.07-00	Penalties on Licenses	8,919	14,131	10,700	11,134	11,000
321.08-00	Multi-Family Licenses	45,875	70,950	68,922	69,000	87,225
321.09-00	Single Family Rental Licenses	-	14,300	77,000	60,150	37,800
322.01-00	Building Permits-Cook	128,435	76,706	25,600	179,055	25,600
322.02-00	Building Permits-DuPage	109,745	52,350	40,000	127,660	50,000
322.03-00	Sign Permits	4,886	5,859	4,000	4,419	4,000
322.10-00	Wastewater Discharge	-	-	-	4,000	-
Total Licenses and Permits		479,245	412,157	401,972	625,513	385,440
323.01-00	Solid Waste Franchise Fee	106,030	108,964	112,066	112,408	115,555
323.02-00	Building Reinspect Fee	15,080	2,360	2,500	1,750	2,500
323.04-00	Plan Review-Engineering	1,686	-	2,000	-	-
323.04-01	Traffic Study Reimb	-	-	1,000	-	-
323.05-00	Plan Review-Comm Devel	33,351	26,050	7,000	44,245	15,000
323.07-00	Cable Franchise Fee	255,035	253,893	263,180	247,350	252,297
323.09-00	Parking Lot Meter Fees	115,946	113,176	114,780	106,756	143,750
323.10-00	Parking Lot Permit Fees	169,994	177,369	175,026	166,105	185,500
323.12-00	Ambulance Fees	365,442	390,121	400,000	400,000	400,000
323.13-00	CPR Fees	2,035	1,795	2,000	2,984	2,200
323.14-00	Vehicle Impoundment Fees	473,500	703,068	625,000	600,000	610,000
323.15-01	Impact Fees-Village Ctr Police	6,800	1,200	8,000	-	-
323.15-02	Impact Fees-Village Ctr Fire Op	6,800	1,200	8,000	-	-
323.15-03	Impact Fees-Village Ctr Village	8,500	1,500	10,000	-	-
323.15-04	Impact Fees-Village Ctr Fire Bldg	10,795	1,905	12,700	-	-
344.01-00	Water Sales-Cook Cty	2,151,184	2,122,324	2,361,741	2,309,980	2,494,778
344.02-00	Water Sales-DuPage Cty	2,174,272	2,124,045	2,352,981	2,252,080	2,432,246
345.01-00	Sewer Sales-Cook Cty	698,364	708,813	756,330	707,368	739,200
345.02-00	Sewer Sales-DuPage Cty	1,685,674	1,691,370	1,795,560	1,707,018	1,783,834
346.00-00	Water Penalties	166,973	172,351	171,885	173,919	179,136
347.01-00	Water Tap-On Fees-Cook	38,480	3,885	32,633	43,252	34,265
347.02-00	Water Tap-On Fees-DuPage	9,620	-	8,150	8,566	8,566
348.01-00	Sewer Tap-On Fees-Cook	28,282	4,568	31,980	43,045	33,579
348.02-00	Sewer Tap-On Fees-DuPage	15,226	-	7,994	-	8,394
349.01-00	Water Meters-Cook Cty	4,437	4,396	3,978	5,098	4,188
349.02-00	Water Meters-DuPage Cty	6,814	1,324	942	1,877	1,008
Total Charges for Services		8,550,320	8,615,677	9,267,426	8,933,801	9,445,996

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account-All Funds
Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources (Continued)						
351.01-00	Traffic Fines-Cook	166,177	165,369	190,000	190,000	190,000
351.02-00	Traffic Fines-DuPage	51,855	60,365	46,000	46,000	46,000
351.03-00	Ordinance Violations	279,778	288,364	308,000	225,000	300,000
351.04-00	Warning Tickets	1,410	645	750	750	750
351.05-00	Police False Alarm Fines	10,275	10,050	9,700	9,000	5,000
351.06-00	DUI Fines	-	1,157	101,350	101,000	7,850
351.07-00	Fire False Alarm Fines	3,200	4,425	3,500	4,310	3,500
351.08-00	Traffic Court Supervision	16,070	20,025	19,000	20,000	-
351.09-00	Fines-Red Light Cameras	-	-	175,000	150,000	150,000
351.10-00	Kennel Fees	-	-	-	-	1,500
Total Fines and Forfeits		528,765	550,400	853,300	746,060	704,600
361.00-00	Interest on Investments	2,269,377	1,747,558	1,080,370	1,191,165	1,305,129
362.00-00	Net Change in Fair Value	394,382	(3,618,665)	336,828	2,659,656	415,000
Total Investment Income		2,663,759	(1,871,107)	1,417,198	3,850,821	1,720,129
363.00-00	Printed Materials	9,275	7,867	9,000	7,215	4,500
364.00-00	Rental Income	198,125	292,893	335,563	331,977	289,372
365.70-00	Police Pension Contributions	338,513	356,257	373,898	371,908	415,287
365.71-00	Fire Pension Contributions	217,075	232,033	243,179	246,490	258,862
365.90-00	Transfer of IMRF Service	-	9,826	-	-	-
367.00-00	Drug Forfeiture	-	27,770	100,057	100,000	13,675
368.00-00	Declared IPBC Dividend	1,098,426	593,285	-	-	-
380.02-00	Reimb Expenditures	28,618	28,058	33,699	6,213	12,103
380.03-00	Reimb Exp-ILEOT Board	3,447	-	4,000	11,358	4,000
380.04-00	Reimb Exp-Property Damage	18,047	11,267	12,000	3,126	10,259
380.06-00	Reimb Exp-Police Programs	2,698	2,517	2,400	6,203	600
380.07-00	Reimb Exp-Fire	8,374	3,444	10,000	16,700	10,000
380.09-00	Reimb Exp-Miscellaneous	2,584,961	197,742	77,025	124,228	256,133
380.11-00	Reimb Exp-MFT	1,313	1,050	2,550	18,430	10,550
380.15-00	IL EMA Disaster Grant	7,336	24,484	4,000	1,171	2,000
380.16-00	IDOT Reimbursement	-	-	371,174	-	-
380.17-00	DuPage Cty Mowing Reimb	14,959	14,959	15,000	15,000	15,000
380.18-00	FEMA Grant	29,278	-	31,500	31,500	-
380.26-00	ILEAS Reimbursement	2,511	-	-	-	-
380.27-00	Hazardous Materials	-	8,118	15,000	2,582	5,000
380.28-00	OJP Bullet Proof Vest	1,180	3,642	1,500	1,500	1,500
380.30-00	CCC Printing/Outreach Grant	-	-	4,980	4,980	4,500
380.32-00	IDOT Highway Safety Grant	1,204	-	-	-	-
380.33-00	SAFER Grant-Federal	99,608	70,786	43,214	43,214	10,820
380.36-00	Fire Corp	-	-	1,500	2,529	-
389.03-00	Miscellaneous Income	160,713	172,281	115,000	55,693	115,976
389.05-00	Family Festival	-	84	-	-	-
389.05-01	Family Festival Vendor Fees	-	6,500	-	-	-
389.05-02	Family Festival Water and Soda Sales	-	4,910	-	-	-
389.05-03	Family Festival Wristband Sales	-	1,914	-	-	-
389.05-04	Family Festival Carnival Revenue	-	104,386	-	-	-
389.05-05	Family Festival Beer Sales	-	10,543	-	-	-
389.06-00	Fire District Transfer	46,416	-	-	-	-
389.07-00	Corporate Partnership Prog	17,425	9,250	15,000	-	-
389.08-00	Loan Interest-DuPage Mayors	3,956	3,110	150	937	800
389.09-00	Leachate Treatment Rev	220,296	312,894	293,500	332,713	332,713
389.11-00	Volume Cap Fees	3,447	-	-	-	-
Total Miscellaneous		5,117,201	2,511,870	2,114,889	1,735,667	1,773,650
391.01-00	Transfer from General Fund	4,227,329	2,701,417	3,280,539	3,099,131	2,655,067
391.13-00	Transfer from SSA #3	3,142	781	-	-	-
391.14-00	Transfer from SSA #4	3,510	1,916	15,931	15,922	-

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources (Continued)						
391.31-00	Transfer from Capital Projects	-	-	-	-	900,000
391.33-00	Transfer from TIF #3	-	-	500,000	500,000	269,316
391.37-00	Transfer from TIF #4	-	-	200,000	200,000	200,000
391.43-00	Transfer from TIF #2 Debt Service	179,000	176,000	2,174,000	2,174,000	-
391.50-00	Transfer from Water & Sewer	230,118	205,598	372,471	364,708	442,407
Total Interfund Transfers		4,643,099	3,085,712	6,542,941	6,353,761	4,466,790
392.01-00	Gain on Sale of Capital Assets	44,562	32,511	20,000	817,358	20,000
392.02-00	Loss on Sale of Capital Assets	(21,702)	(15,717)	-	-	-
392.04-00	Capital Contributions	827,377	-	-	-	-
393.95-00	GO Bonds	-	-	-	10,000,000	6,000,000
399.00-00	Reappropriation	-	-	8,284,350	-	15,527,129
Total Other		850,237	16,794	8,304,350	10,817,358	21,547,129
Total Revenues and Other Financing Sources		45,630,315	38,175,524	54,068,031	58,316,609	65,907,386

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses						
1-03	Refunds	29,230	28,552	90,000	-	90,000
1-11	Salaries-Regular	12,483,689	13,116,191	13,406,704	13,235,390	13,322,156
1-12	Salaries-Part Time	499,343	575,756	655,808	646,708	753,271
1-21	Overtime Compensation	954,244	1,107,037	937,825	1,098,835	981,008
1-22	Court Appearances	121,698	142,610	127,018	141,980	138,139
1-23	Holiday Pay	117,188	120,395	127,667	124,554	124,301
1-26	Compensation Adjustment	7,016	9,393	12,000	10,338	12,000
1-27	Language Proficiency	16,815	24,391	42,950	16,390	20,220
1-28	On-Call Premium Pay	26,405	23,580	28,856	26,987	28,556
1-29	Employee Incentive	15,569	24,544	28,055	25,016	28,055
1-30	Sick Leave Buy Back	25,922	8,849	-	-	-
1-41	State Retirement	692,325	700,434	744,736	711,081	715,437
1-42	Social Security	893,252	954,554	1,014,370	987,306	1,011,695
1-43	Police/Fire Pension	2,775,394	3,070,075	3,537,917	3,275,140	3,971,515
1-44	Employee Insurance	2,239,626	2,440,086	2,786,107	2,666,424	2,667,913
1-45	Special Pension	54,200	59,778	60,135	48,865	47,068
1-46	Unempl Compensation	54,549	21,548	41,503	20,743	40,137
1-50	OPEB	288,300	284,800	293,000	265,414	246,967
1-69	Portability Transfer	-	56,340	-	-	-
Total Personal Services		21,294,765	22,768,913	23,934,651	23,301,171	24,198,438
2-11	Office Supplies	90,660	89,300	96,647	98,212	95,307
2-13	Membership & Subscriptions	87,318	100,225	110,575	114,547	88,812
2-14	Books, Publications, Maps	19,224	19,355	14,332	21,501	12,151
2-21	Gasoline & Lube	283,470	279,991	317,255	252,990	290,925
2-22	Auto Parts & Accessories	116,437	115,979	98,500	113,189	91,500
2-23	Communication Parts	17,278	6,426	10,373	10,400	4,600
2-25	Ammunition	7,005	7,925	6,500	6,500	1,500
2-26	Bulk Chemicals	26,232	21,480	20,975	23,163	22,369
2-27	Materials & Supplies	434,485	638,797	627,091	491,803	476,707
2-28	Cleaning Supplies	25,173	25,775	25,396	25,628	23,013
2-29	Part & Access-Non Auto	50,121	54,114	53,400	52,587	46,100
2-31	Uniforms	76,244	81,427	83,811	84,249	75,050
2-33	Safety & Protective Equip	22,630	30,179	27,223	24,885	26,263
2-34	Small Tools	28,485	27,113	28,236	33,645	16,105
2-35	Evidence	6,538	3,710	3,541	3,759	5,000
2-36	Photo Supplies	4,535	1,164	3,675	3,444	2,385
2-37	Resale Merchandise	17,013	4,855	10,000	3,325	10,000
2-90	Employee Recognition	30,913	34,709	35,436	35,436	33,446
2-91	CERT Training	4,811	-	-	-	-
2-99	Miscellaneous Expen.	855	861	2,675	1,885	2,100
Total Commodities		1,349,427	1,543,385	1,575,641	1,401,148	1,323,333
3-11	Telephone	120,480	124,715	174,565	158,538	170,539
3-12	Postage	67,782	74,926	78,703	74,608	84,330
3-13	Electricity	236,016	273,927	281,500	264,797	281,022
3-14	Natural Gas	20,244	26,421	28,845	22,080	28,915
3-15	Street Lighting	62,922	72,258	73,420	73,000	75,245
3-16	Property Taxes	-	-	38,635	47,268	55,000
3-21	Liability Insurance Program	618,345	852,242	1,014,365	924,713	1,091,938
3-31	M & R- Auto Equipment	42,798	55,990	46,000	45,155	47,000
3-32	M & R- Office Equipment	3,372	3,696	7,767	6,922	7,267
3-33	M & R- Comm Equipment	4,147	2,283	3,560	2,021	3,510
3-34	M & R- Buildings	82,495	77,907	54,500	105,184	59,300
3-35	M & R- Streets & Bridges	607,107	648,973	669,210	653,635	591,510
3-36	Maintenance Agreements	243,175	282,168	294,274	288,753	285,488
3-37	M & R- Other Equipment	29,576	12,317	26,525	26,364	26,535
3-38	M & R-Forestry	84,549	78,740	76,300	74,708	96,300

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account-All Funds
Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (Continued)						
3-39	M & R-Accident Claims	-	-	-	-	10,000
3-41	M & R- Sewage Treat Plant	39,690	34,775	52,000	42,112	51,000
3-42	M & R- Sewer Lines	10,992	25,589	12,000	12,446	12,000
3-43	M & R- Wells	12,627	1,804	2,000	1,200	253,500
3-44	M & R- Water Mains	3,774	4,030	9,000	9,000	10,500
3-45	M & R- Water Tanks	5,140	2,770	11,200	7,000	342,500
3-46	M & R- Water Meters	-	371	2,000	1,000	2,000
3-51	Equipment Rentals	807,884	828,707	879,729	863,741	936,909
3-52	Vehicle Maint & Replace	745,572	626,875	838,467	838,467	367,889
3-53	Furniture Replacement	25,000	25,000	25,000	25,000	20,000
3-54	iSeries Computer	19,991	-	-	-	-
3-55	Real Property Rental	820	775	800	775	800
3-56	Fence Escrow	29,582	33,153	35,464	35,464	37,837
3-61	Consulting Services	300,591	269,885	1,342,998	235,130	348,500
3-62	Legal Services	900,181	288,278	349,746	299,406	377,850
3-63	Auditing Services	27,247	27,773	29,650	29,650	30,350
3-64	Engineering Services	107,360	170,495	381,500	239,909	210,500
3-65	Medical Examinations	34,427	29,458	30,183	20,338	29,962
3-66	Investment Expense	43,602	36,680	43,200	35,950	43,200
3-67	Legal Publications	26,603	14,539	24,000	19,659	19,000
3-68	Uniform Rentals	2,354	1,965	2,500	2,500	2,500
3-69	Testing Services	26,336	31,964	26,300	22,303	21,845
3-70	Binding & Printing	62,987	64,432	71,320	63,016	72,738
3-71	Schools, Conf, Meetings	173,444	161,804	226,140	203,399	217,798
3-72	Transportation	23,654	22,738	28,706	27,772	34,165
3-78	Fire Corp	-	-	-	-	3,231
3-79	TIF Redevelopment Agreements	-	146,319	261,000	202,100	354,175
3-82	JAWA-Fixed Cost	849,531	635,864	584,001	599,652	600,000
3-83	Shelter Inc	3,000	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	-	-	3,000	2,600	15,000
3-87	PACE Bus Service	-	5,732	24,000	13,285	24,000
3-88	Pk Dist Youth Programs	2,500	2,575	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	101,771	226,968	44,675	32,386	48,650
3-92	Drug Forfeiture	5,028	27,770	100,057	100,057	13,675
3-93	Depreciation	1,167,942	1,204,862	830,725	837,856	837,856
3-94	DUI Expen.	-	1,157	101,350	101,350	7,850
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-96	Collection Service	26	-	400	518	800
3-97	JAWA-Operating Costs	1,726,909	1,841,646	2,282,893	2,178,094	2,282,893
3-98	Contingency	-	118,200	10,000	10,000	10,000
3-99	Miscellaneous Expen.	62,380	62,597	77,920	51,273	68,965
Total Contractual Services		9,592,453	9,587,613	11,639,593	9,959,654	10,651,837
Total Operating Expenditures		32,236,645	33,899,911	37,149,885	34,661,973	36,173,608
11-03	Installment Note Payment	4,797	2,515	49,707	49,537	-
11-04	Interest-2004 GO Bonds	278,474	278,474	278,474	278,474	278,474
11-09	Principal-S.S.A.#2 1997 Issue	200,000	300,000	300,000	300,000	-
11-10	Interest-S.S.A.#2 1997 Issue	52,000	39,000	19,500	19,500	-
11-15	Principal-T.I.F.#2 1989 Issue	1,550,000	1,700,000	1,650,000	1,650,000	-
11-16	Interest-T.I.F.#2 1989 Issue	247,695	169,343	76,457	76,457	-
11-18	Principal-IEPA Loan	-	-	288,887	-	296,901
11-21	Interest-IEPA Loan	89,559	81,852	75,141	75,141	67,125
11-25	Principal-2001 Issue	370,000	385,000	415,000	400,000	435,000
11-26	Interest-2001 Issue	82,253	67,268	35,275	51,675	18,054
11-27	Interest-2002 Issue	96,525	79,425	43,575	61,875	23,100
11-28	Principal-2002 Issue	570,000	585,000	630,000	610,000	660,000
11-30	Interest-2010 GO Bonds	-	-	-	-	492,959
Total Debt Service		3,541,303	3,687,877	3,862,016	3,572,659	2,271,613

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending April 30, 2011

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (Continued)						
12-01	Transfer to General Fund	6,652	2,697	715,931	715,922	469,316
12-31	Transfer to Gen Cap Projects	936,581	563,470	532,347	403,640	670,505
12-32	Transfer to TIF #2	-	-	2,000,000	2,000,000	-
12-37	Transfer to TIF #4	653,000	-	-	-	-
12-39	Transfer to Municipal Building	800,000	200,000	600,000	600,000	900,000
12-44	Transfer to SSA #2 D/S Fund	179,000	176,000	174,000	174,000	-
Total Interfund Transfers		2,575,233	942,167	4,022,278	3,893,562	2,039,821
13-11	Land	2,000,000	967,532	600,000	-	500,000
13-21	Buildings	244,981	148,281	66,572	532,031	14,645,000
13-22	Impr Other Than Buildings	1,105,625	1,481,458	3,213,746	1,493,927	6,507,658
13-31	Office Equipment	318,440	185,309	752,900	50,000	158,880
13-32	Office Furniture & Fixtures	13,940	120,114	25,000	19,343	20,000
13-41	Automobiles	-	-	194,000	178,000	266,600
13-42	Trucks	-	42,762	208,000	199,000	340,500
13-43	Other Equipment	198,779	54,314	211,075	96,678	446,625
13-61	Sewage Treatment Plant	32,232	1,455	90,000	62,755	180,000
13-62	Sewer Lines	51,818	97,221	155,000	155,000	155,000
13-72	Water Mains	20,629	13,537	718,473	383,161	420,000
Total Capital Outlay		3,986,444	3,111,983	6,234,766	3,169,895	23,640,263
Total Other Expenditures		10,102,980	7,742,027	14,119,060	10,636,116	27,951,697
Total Expenditures and Other Financing Uses		42,339,625	41,641,938	51,268,945	45,298,089	64,125,305

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unrestricted Net Assets (Estimated)
Fiscal Year Ending April 30, 2011

	Special Revenue Funds			Debt Service Funds			Capital Projects Funds					
	General	Road & Bridge	Motor Fuel Tax	2001 GO Bonds	TIF Debt Service	SSA Debt Service	2002 GO Bonds	2004 GO Bonds	2010 GO Bonds	SSA#3	SSA#4	SSA#6
Total Revenues	\$ 23,645,661	\$ 247,000	\$ 2,405,746	\$ 455,054	\$ 6,000	\$ 10,000	\$ 694,625	\$ 279,474	\$ 492,959	\$ 21,925	\$ 30,600	\$ 580,000
Reappropriation	\$ -	\$ (125,197)	\$ (1,437,427)	\$ -	\$ (6,000)	\$ (9,875)	\$ (328,870)	\$ (750)	\$ -	\$ -	\$ -	\$ (580,000)
Revenues less Reappropriation	\$ 23,645,661	\$ 121,803	\$ 968,319	\$ 455,054	\$ -	\$ 125	\$ 365,755	\$ 278,724	\$ 492,959	\$ 21,925	\$ 30,600	\$ -
Total Expenditures	\$ 23,554,950	\$ 247,000	\$ 2,405,746	\$ 455,054	\$ 6,000	\$ 10,000	\$ 694,625	\$ 279,474	\$ 492,959	\$ 21,925	\$ 30,600	\$ 580,000
Excess Rev Over Exp	\$ 90,711	\$ (125,197)	\$ (1,437,427)	\$ -	\$ (6,000)	\$ (9,875)	\$ (328,870)	\$ (750)	\$ -	\$ -	\$ -	\$ (580,000)
Beginning Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2010	\$ 8,369,320	\$ 560,505	\$ 2,660,441	\$ 145,609	\$ 1,058,867	\$ 13,541	\$ (41,510)	\$ 75,391	\$ -	\$ 48,565	\$ 35,628	\$ -
Ending Fund Balance/Unrestricted Net Assets (Estimated) - April 30, 2011	\$ 8,460,031	\$ 435,308	\$ 1,223,014	\$ 145,609	\$ 1,052,867	\$ 3,666	\$ (370,380)	\$ 74,641	\$ -	\$ 48,565	\$ 35,628	\$ (580,000)

Percentage of FY 2011 Expenditures

35.9%

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

General Fund

The General Fund fund balance is expected to increase (\$90,711) or 1% to \$8,460,031 at the end of Fiscal Year 2011. The Village of Hanover Park's fiscal policy requires a General Fund reserve level of not less than 25% of anticipated expenditures. The estimated April 30, 2011 fund balance will be at 35.9% of anticipated 2011 expenditures. Budgeted expenditures include a \$595,987 transfer for one-time expenditures. Due to the uncertainty with the budget of the State of Illinois and the stated intention of the Governor to reduce our State Income Tax allocation by 30%, the Village Board has decided to present a budget with a surplus. The revenues and expenditures of this fund will be monitored to ensure maintenance of sufficient fund reserves and compliance with Village Board policy.

Special Revenue Funds

The fund balances in the Road and Bridge and Motor Fuel Tax Funds are both expected to decrease due to the final payment for the Lake Street Construction Project and the \$600,000 in street resurfacing projects.

Debt Service Funds

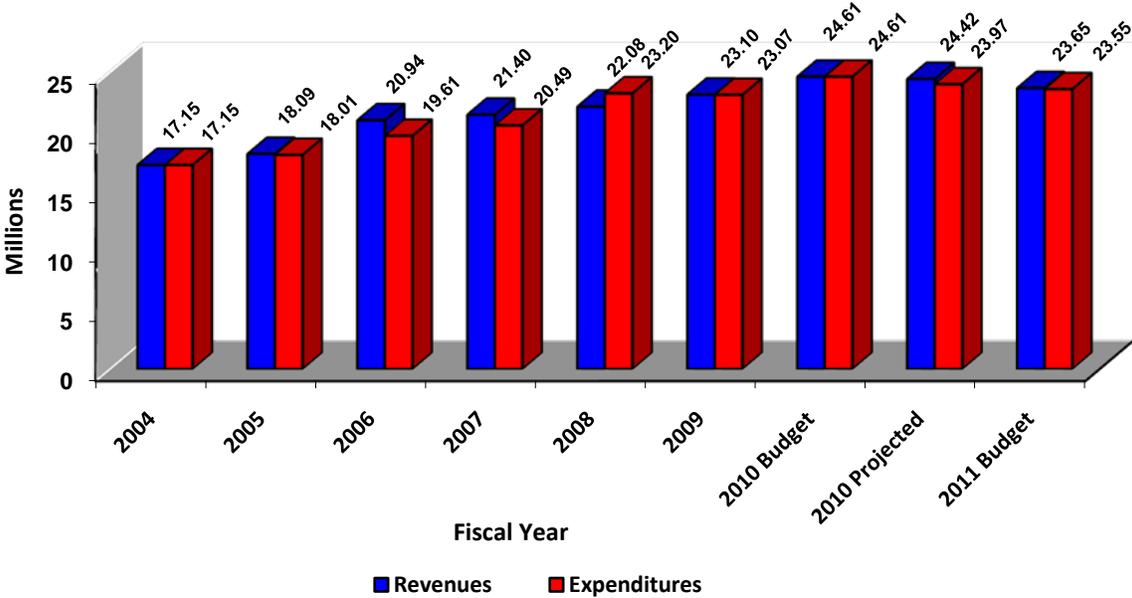
The Debt Service Funds are expected to remain relatively stable. The TIF Debt Service and SSA Debt Service debt has been paid off and the funds should be closed during FY 2011. The remaining balance of the TIF Debt Service Fund will be transferred to the TIF #2 Capital Projects Fund after all expenditures have been paid. The budgeted negative fund balance within the 2002 GO Bonds will have to be addressed during FY 2011. The decline in Real Estate Transfer Tax revenues may have to be made up by increasing property tax or an advance from the General Fund.

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

General Fund Revenues and Expenditures

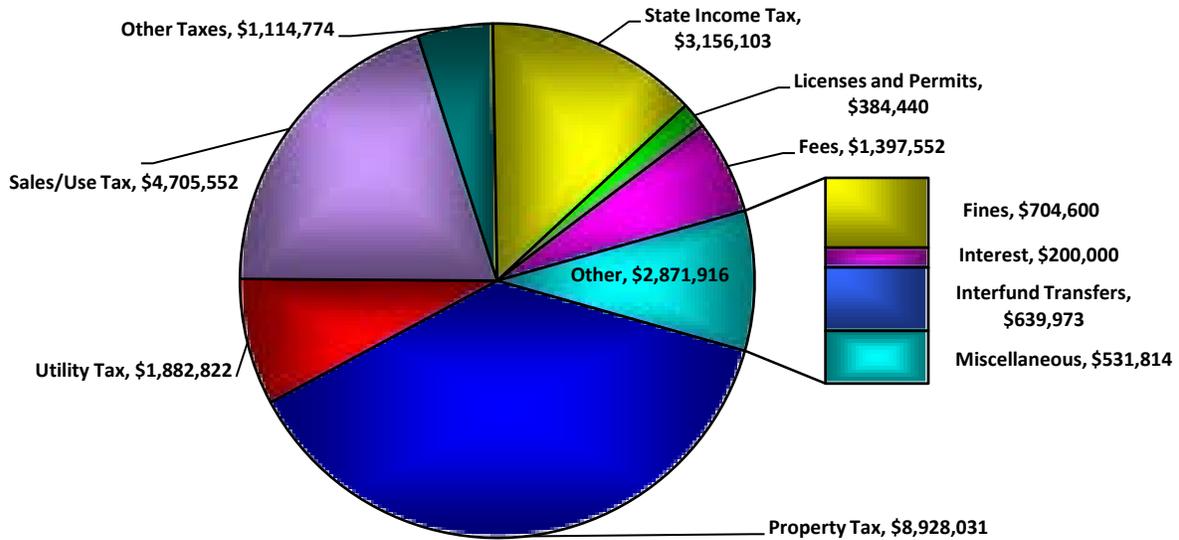


Fiscal Years 2004 – 2009: Actual Revenues and Expenditures

Total General Fund budgeted revenues are down 3.9% from Fiscal Year 2010. This is primarily due to a decrease in state and local tax revenues including State Income Tax and Real Estate Transfer Tax. Expenditures have been controlled to ensure that recurring revenues cover operating expenditures.

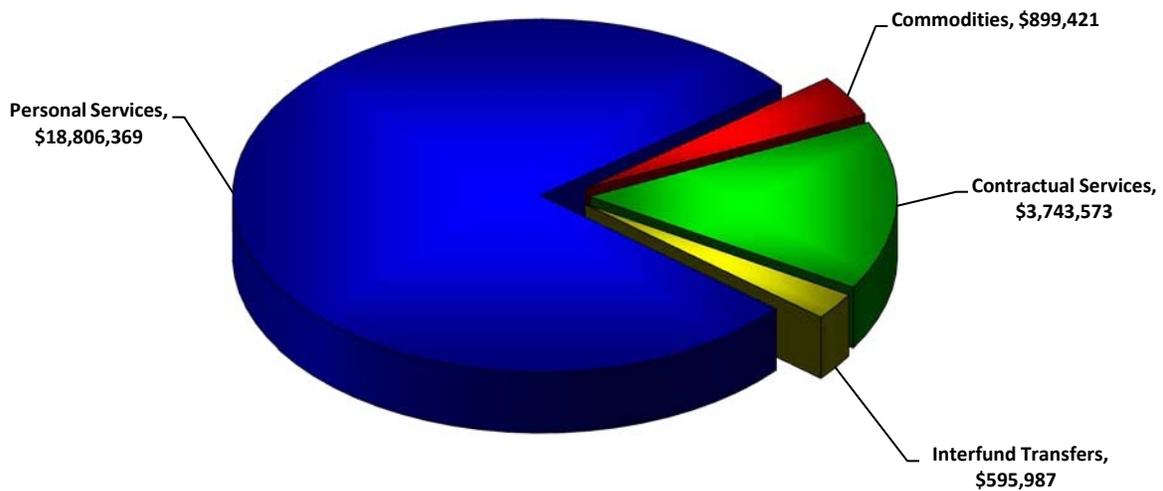
GENERAL FUND Fiscal Year 2011 Budget

Revenues by Category



Property tax revenue is the largest revenue source in the General Fund. Property tax revenues have been increased 4.5% in 2011. Overall budgeted revenues decreased by 3.9%.

Expenditures by Category



Personal Services account for 80% of the General Fund budget. Fiscal Year 2011 budgeted Personal Services expenditures increase 1.3% over the Fiscal Year 2010 budget due to a decrease in medical premiums, salary adjustments, the retirement of one supervisor and the elimination of his position and the addition of four new Police Officers. Overall the General Fund expenditures decrease by \$1,054,080 or 4.3%.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 7,655,340	\$ 7,831,484	\$ 8,463,414	\$ 8,463,414	\$ 8,844,268
311.02-00	Personal Prop Replacement	99,767	91,349	81,703	82,121	83,763
312.01-00	Simp Telecommunications	1,355,699	1,244,758	1,380,688	1,242,548	1,267,400
312.02-00	Natural Gas Tax	216,842	221,173	205,000	205,000	209,100
312.03-00	Electric Tax	443,218	420,328	400,000	398,266	406,322
313.01-00	Sales Tax	2,549,324	3,241,414	2,978,338	2,974,181	3,033,665
313.02-00	Use Tax	539,698	535,317	523,528	462,775	472,030
313.03-00	Home Rule Sales Tax	936,889	1,274,578	1,139,413	1,187,977	1,199,857
313.04-00	Real Estate Transfer Tax	67,638	-	-	-	-
313.05-00	Hotel/Motel Tax	40,591	32,711	32,473	34,628	35,321
314.01-00	Food & Beverage Tax	1,101,714	1,088,047	1,079,453	1,076,038	1,079,453
315.01-00	State Income Tax	3,524,383	3,487,693	3,277,344	3,124,854	3,156,103
Total Taxes		18,531,103	19,468,852	19,561,354	19,251,802	19,787,282
321.01-00	Business Licenses	88,508	91,536	86,000	88,000	87,720
321.02-00	Liquor Licenses	51,837	48,815	50,000	50,000	50,000
321.03-00	Contractor Licenses	39,200	35,360	38,000	30,000	30,000
321.04-00	Vendor/Solicitor Licenses	370	835	350	695	695
321.06-00	Animal Licenses	1,470	1,315	1,400	1,400	1,400
321.07-00	Penalties on Licenses	7,999	13,297	10,000	10,000	10,000
321.08-00	Multi-Family Licenses	45,875	70,950	68,922	69,000	87,225
321.09-00	Single Family Rental Licenses	-	14,300	77,000	60,150	37,800
322.01-00	Building Permits-Cook	128,435	76,706	25,600	179,055	25,600
322.02-00	Building Permits-DuPage	109,745	52,350	40,000	127,660	50,000
322.03-00	Sign Permits	4,886	5,859	4,000	4,419	4,000
Total Licenses and Permits		478,325	411,323	401,272	620,379	384,440
323.01-00	Solid Waste Franchise Fee	106,030	108,964	112,066	112,408	115,555
323.02-00	Building Reinspect Fee	15,080	2,360	2,500	1,750	2,500
323.03-00	Inspection Fees-Misc	-	100	-	-	-
323.04-00	Plan Review-Engineering	1,686	-	2,000	-	-
323.04-01	Traffic Study Reimbursement	-	-	1,000	-	-
323.05-00	Plan Review-Comm Devel	33,351	26,050	7,000	44,245	15,000
323.07-00	Cable Franchise Fee	255,035	253,893	263,180	247,350	252,297
323.12-00	Ambulance Fees	365,442	390,121	400,000	400,000	400,000
323.13-00	CPR Fees	2,035	1,795	2,000	2,984	2,200
323.14-00	Vehicle Impoundment Fees	473,500	703,068	625,000	600,000	610,000
323.15-01	Impact Fees - Police	6,800	1,200	8,000	-	-
323.15-02	Impact Fees - Fire	6,800	1,200	8,000	-	-
323.15-03	Impact Fees - Village	8,500	1,500	10,000	-	-
Total Charges for Services		1,274,259	1,490,251	1,440,746	1,408,737	1,397,552
351.01-00	Traffic Fines-Cook	166,177	165,369	190,000	190,000	190,000
351.02-00	Traffic Fines-DuPage	51,855	60,365	46,000	46,000	46,000
351.03-00	Ordinance Violations	279,778	288,364	308,000	225,000	300,000
351.04-00	Warning Tickets	1,410	645	750	750	750
351.05-00	Police False Alarm Fines	10,275	10,050	9,700	9,000	5,000
351.06-00	DUI Fines	-	1,157	101,350	101,000	7,850
351.07-00	Fire False Alarm Fines	3,200	4,425	3,500	4,310	3,500
351.08-00	Traffic Court Supervision	16,070	20,025	19,000	20,000	-
351.09-00	Fines-Red Light Cameras	-	-	175,000	150,000	150,000

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources (Continued)						
351.10-00	Kennel Fees	-	-	-	-	1,500
Total Fines and Forfeits		528,765	550,400	853,300	746,060	704,600
361.00-00	Interest on Investments	355,819	239,286	166,500	166,500	200,000
362.00-00	Net Change in Fair Value	125,488	16,889	-	9,656	-
Total Investment Income		481,307	256,175	166,500	176,156	200,000
363.00-00	Printed Materials	9,275	7,867	9,000	7,215	4,500
364.00-00	Rental Income	192,125	214,893	221,563	221,477	289,372
367.00-00	Drug Forfeiture	-	27,770	100,057	100,000	13,675
380.03-00	Reimb Exp-ILEOT Board	3,447	-	4,000	11,358	4,000
380.04-00	Reimb Exp-Property Damage	17,217	3,995	10,000	-	7,071
380.06-00	Reimb Exp-Police Programs	2,698	2,517	2,400	6,203	600
380.07-00	Reimb Exp-Fire	8,374	3,444	10,000	16,700	10,000
380.09-00	Reimb Exp-Miscellaneous	47,214	101,333	50,000	67,239	50,000
380.15-00	IL EMA Disaster Grant	7,336	24,484	4,000	1,171	2,000
380.17-00	DuPage Cty Mowing Reimb	14,959	14,959	15,000	15,000	15,000
380.18-00	FEMA Grant	29,278	-	-	-	-
380.26-00	ILEAS Reimbursement	2,511	-	-	-	-
380.27-00	Hazardous Materials	-	8,118	15,000	2,582	5,000
380.28-00	OJP Bullet Proof Vest Grant	1,180	3,642	1,500	1,500	1,500
380.30-00	CCC Printing/Outreach Grant	-	-	4,980	4,980	4,500
380.32-00	IDOT Highway Safety Grant	1,204	-	-	-	-
380.33-00	SAFER Grant	99,608	70,786	43,214	43,214	10,820
380.36-00	Fire Corp	-	-	1,500	2,529	-
389.03-00	Miscellaneous Income	112,421	135,533	90,000	30,975	92,976
389.05-00	Family Festival	-	84	-	-	-
389.05-01	Vendor Fees	-	6,500	-	-	-
389.05-02	Water and Soda Sales	-	4,910	-	-	-
389.05-03	Wristband Sales	-	1,914	-	-	-
389.05-04	Carnival Revenue	-	104,386	-	-	-
389.05-05	Beer Sales	-	10,543	-	-	-
389.06-00	Fire District Transfer	46,416	-	-	-	-
389.07-00	Corporate Partnership Prog	17,425	9,250	15,000	-	-
389.08-00	Loan Repay- DuPage M&M	3,956	3,110	150	937	800
389.11-00	Volume Cap Fees	3,447	-	-	-	-
Total Miscellaneous		620,091	760,038	597,364	533,080	511,814
391.13-00	Trans from SSA #3	3,142	781	-	-	-
391.14-00	Trans from SSA #4	3,510	1,916	15,931	15,922	-
391.33-00	Transfer from TIF #3	-	-	500,000	500,000	269,316
391.37-00	Transfer from TIF #4	-	-	200,000	200,000	200,000
391.50-00	Water and Sewer Fund	154,917	158,279	164,032	164,032	170,657
Total Interfund Transfers		161,569	160,976	879,963	879,954	639,973
392.01-00	Gain/Sale of Capital Assets	4,394	-	20,000	802,228	20,000
399.00-00	Reappropriation	-	-	688,531	-	-
Total Other		4,394	-	708,531	802,228	20,000
Total Revenues and Other Financing Sources		\$ 22,079,813	\$ 23,098,015	\$ 24,609,030	\$ 24,418,396	\$ 23,645,661

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses						
1-11	Salaries-Regular	\$ 10,539,090	\$ 11,065,788	\$ 11,343,286	\$ 11,157,450	\$ 11,274,405
1-12	Salaries-Part Time	474,450	537,932	609,205	606,039	710,054
1-21	Overtime Compensation	867,900	998,438	810,869	968,588	854,052
1-22	Court Appearances	121,698	142,610	127,018	141,980	138,139
1-23	Holiday Pay	117,188	120,395	127,667	124,554	124,301
1-26	Compensation Adjustment	7,016	9,393	12,000	10,338	12,000
1-27	Language Proficiency	9,356	17,675	34,775	14,920	19,220
1-28	On-Call Premium Pay	3,375	2,855	5,474	4,032	5,174
1-29	Employee Incentive	15,569	24,544	28,055	25,016	28,055
1-30	Sick Leave Buy Back	25,922	8,849	-	-	-
1-41	State Retirement	485,181	491,172	522,180	497,719	478,542
1-42	Social Security	738,638	789,891	840,878	815,253	839,940
1-43	Police/Fire Pension	1,267,712	1,458,517	1,644,673	1,613,568	2,001,243
1-44	Employee Insurance	1,880,374	2,050,428	2,358,527	2,237,519	2,247,031
1-45	Special Pension	47,000	52,470	56,164	40,865	39,108
1-46	Unempl Compensation	46,367	18,316	35,308	17,141	35,105
Total Personal Services		16,646,836	17,789,273	18,556,079	18,274,982	18,806,369
2-11	Office Supplies	84,604	84,777	90,850	92,489	90,520
2-13	Memberships/ Subscriptions	77,001	86,978	97,435	100,562	74,782
2-14	Books/Publications/Maps	18,612	18,608	13,687	20,881	11,431
2-21	Gasoline & Lube	240,176	237,306	267,625	217,406	247,150
2-22	Auto Parts & Accessories	116,437	115,979	98,500	113,189	91,500
2-23	Communication Parts	17,278	6,426	10,373	10,400	4,600
2-25	Ammunition	7,005	7,925	6,500	6,500	1,500
2-26	Bulk Chemicals	4,154	3,857	3,700	4,700	4,400
2-27	Materials & Supplies	224,848	179,748	207,041	215,978	173,257
2-28	Cleaning Supplies	23,892	22,355	22,250	22,451	19,850
2-29	Part & Access-Non Auto	41,787	54,072	46,300	45,587	39,000
2-31	Uniforms	73,370	77,023	77,411	78,440	68,550
2-33	Safety & Protective Equip	17,640	18,517	18,935	18,639	16,505
2-34	Small Tools	27,126	24,707	25,736	31,260	13,605
2-35	Evidence	6,538	3,710	3,541	3,759	5,000
2-36	Photo Supplies	4,535	1,164	3,475	3,369	2,275
2-90	Employee Recognition	30,913	34,709	35,436	35,436	33,446
2-91	CERT Training	4,811	-	-	-	-
2-99	Miscellaneous Expense	800	861	2,600	1,885	2,050
Total Commodities		1,021,527	978,722	1,031,395	1,022,931	899,421
3-11	Telephone	81,224	83,355	122,895	108,618	120,009
3-12	Postage	43,372	46,423	42,913	40,191	48,540
3-14	Natural Gas	5,765	11,659	10,800	7,302	12,300
3-21	Liability Insurance Program	427,394	588,331	691,838	630,929	744,042
3-31	M & R- Auto Equipment	42,798	55,990	46,000	45,155	47,000
3-32	M & R- Office Equipment	3,372	3,696	7,417	6,897	7,217
3-33	M & R- Comm Equipment	4,147	2,283	3,250	1,791	3,200
3-34	M & R- Buildings	55,142	56,560	33,500	81,316	40,050
3-35	M & R- Streets & Bridges	313,746	317,605	363,510	323,935	295,810
3-36	Maintenance Agreements	161,323	196,089	203,910	193,442	204,708

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (continued)						
3-37	M & R- Other Equipment	26,145	6,420	16,275	16,377	16,275
3-38	Maintenance-Forestry	84,549	78,740	76,300	74,708	96,300
3-39	M & R- Accident Claims	-	-	-	-	10,000
3-51	Equipment Rentals	534,961	545,418	588,682	580,665	631,074
3-52	Vehicle Maint & Replace	590,655	468,596	483,396	483,396	-
3-53	Furn & Equipment Replace	25,000	25,000	25,000	25,000	20,000
3-54	AS/400 Computer	14,993	-	-	-	-
3-56	Fence Escrow	29,582	33,153	35,464	35,464	37,837
3-61	Consulting Services	204,715	180,030	191,530	166,011	136,300
3-62	Legal Services	109,654	193,518	295,246	249,296	278,350
3-63	Auditing Services	17,965	18,312	19,500	19,500	20,200
3-64	Engineering Services	-	2,300	1,000	2,375	2,500
3-65	Medical Examinations	29,527	23,024	24,383	19,738	24,162
3-67	Legal Publications	26,603	14,539	24,000	19,659	19,000
3-68	Uniform Rentals	2,354	1,965	2,500	2,500	2,500
3-69	Testing Services	-	1,270	1,300	1,876	1,300
3-70	Binding & Printing	60,387	50,052	47,232	38,264	48,150
3-71	Schools/Conf/Meetings	168,027	156,351	210,800	191,948	204,648
3-72	Transportation	23,563	22,703	28,396	27,512	33,105
3-78	Fire Corp	-	-	-	-	3,231
3-83	Shelter Inc	3,000	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	-	-	3,000	2,600	15,000
3-87	PACE Bus Service	-	5,732	24,000	13,285	24,000
3-88	Pk Dist Youth Programs	2,500	2,575	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	101,771	226,968	44,675	32,386	48,650
3-92	Drug Forfeiture	5,028	27,770	100,057	100,057	13,675
3-94	DUI Expense	-	1,157	101,350	101,350	7,850
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-96	Collection Service	-	-	300	150	300
3-98	Contingency	-	118,200	10,000	10,000	10,000
3-99	Miscellaneous Expense	13,432	14,657	16,190	13,752	15,890
Total Contractual Services		3,215,694	3,586,441	3,906,609	3,677,445	3,253,173
Total Operating Expenditures		20,884,057	22,354,436	23,494,083	22,975,358	22,958,963
12-31	Transfer to Gen Capital	861,380	516,151	514,947	394,003	595,987
12-37	Transfer to T.I.F.#4	653,000	-	-	-	-
12-39	Transfer to Municipal Building	800,000	200,000	600,000	600,000	-
Total Interfund Transfers		2,314,380	716,151	1,114,947	994,003	595,987
Total Other Expenditures		2,314,380	716,151	1,114,947	994,003	595,987
Total Expenditures and Other Financing Uses		\$ 23,198,437	\$ 23,070,587	\$ 24,609,030	\$ 23,969,361	\$ 23,554,950

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Budget Summary by Department
Fiscal Year Ending April 30, 2011

Fund 001- General Fund

Cost Center	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
110	President and Board of Trustees	\$ 84,795	\$ 81,854	\$ 189,375	\$ 181,089	\$ 94,594
120	Village Clerk	96,983	105,989	101,323	94,196	92,887
125	Village Collector	-	-	60,662	58,602	62,588
135	Environmental & Utility Committee	-	1,337	3,750	1,806	4,200
160	CI & D Committee	-	2,821	5,166	4,233	5,166
165	Sister Cities Committee	6,152	2,138	2,620	2,565	4,560
170	Citizens Corp Council	-	-	11,674	10,642	6,544
180	Development Commission	560	447	2,223	654	2,223
195	Hanover Park CONECT Committee	36,036	58,093	25,875	23,150	11,075
Total Village Board, Clerk, Committees and Commissions		<u>224,526</u>	<u>252,679</u>	<u>402,668</u>	<u>376,937</u>	<u>283,837</u>
410	Village Manager	560,628	585,228	567,087	669,761	343,422
420	Legal Department	212,124	218,819	174,441	183,313	-
440	Human Resources Department	396,940	404,892	397,862	468,052	365,810
450	Public Information	107,066	81,462	51,997	42,065	-
460	Special Events	93,470	244,600	25,400	17,200	19,200
470	Information Technology	323,227	422,817	433,134	411,224	559,527
Total Administrative Services		<u>1,693,455</u>	<u>1,957,818</u>	<u>1,649,921</u>	<u>1,791,615</u>	<u>1,287,959</u>
510	Administration	231,761	229,648	251,381	245,974	230,424
520	Collections	191,753	139,824	150,939	154,245	164,133
530	General Accounting	158,542	167,369	169,679	166,769	174,299
550	General Administrative Services	2,861,301	1,528,487	2,170,603	1,723,536	1,818,892
Total Finance Department		<u>3,443,357</u>	<u>2,065,328</u>	<u>2,742,602</u>	<u>2,290,524</u>	<u>2,387,748</u>
610	Administration	156,320	167,014	150,242	148,313	146,178
620	Streets	1,190,515	1,100,730	1,192,556	1,179,142	973,763
630	Forestry	532,335	526,889	552,051	514,609	497,950
640	Public Buildings	416,602	383,969	386,327	430,248	367,222
650	Fleet Services	713,277	746,928	757,154	749,552	714,713
660	Engineering	322,548	337,880	325,385	322,285	322,925
Total Public Works Department		<u>3,331,597</u>	<u>3,263,410</u>	<u>3,363,715</u>	<u>3,344,149</u>	<u>3,022,751</u>
720	Fire Department	<u>4,413,164</u>	<u>4,796,525</u>	<u>5,092,377</u>	<u>4,984,674</u>	<u>5,030,858</u>
810	Police Administration	745,391	789,935	966,851	899,539	663,463
820	Patrol	5,207,252	5,270,191	5,777,772	5,627,267	6,096,772
830	Investigations	1,167,372	1,670,098	1,574,291	1,736,025	1,526,731
840	Community Services	203,326	78,083	86,775	87,410	302,923
850	Staff Services	1,397,099	1,396,473	1,521,943	1,469,292	1,528,921
860	Emergency Services	31,988	24,990	30,146	13,550	12,582
870	Code Enforcement	424,031	532,871	531,319	495,857	563,946
Total Police Department		<u>9,176,459</u>	<u>9,762,641</u>	<u>10,489,097</u>	<u>10,328,940</u>	<u>10,695,338</u>
920	Economic Development	223,855	214,092	221,535	205,113	206,314
930	Inspection Services	692,024	758,094	647,115	647,409	640,145
Total Community Development		<u>915,879</u>	<u>972,186</u>	<u>868,650</u>	<u>852,522</u>	<u>846,459</u>
Total General Fund		<u>\$ 23,198,437</u>	<u>\$ 23,070,587</u>	<u>\$ 24,609,030</u>	<u>\$ 23,969,361</u>	<u>\$ 23,554,950</u>

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Hanover Park

VILLAGE BOARD

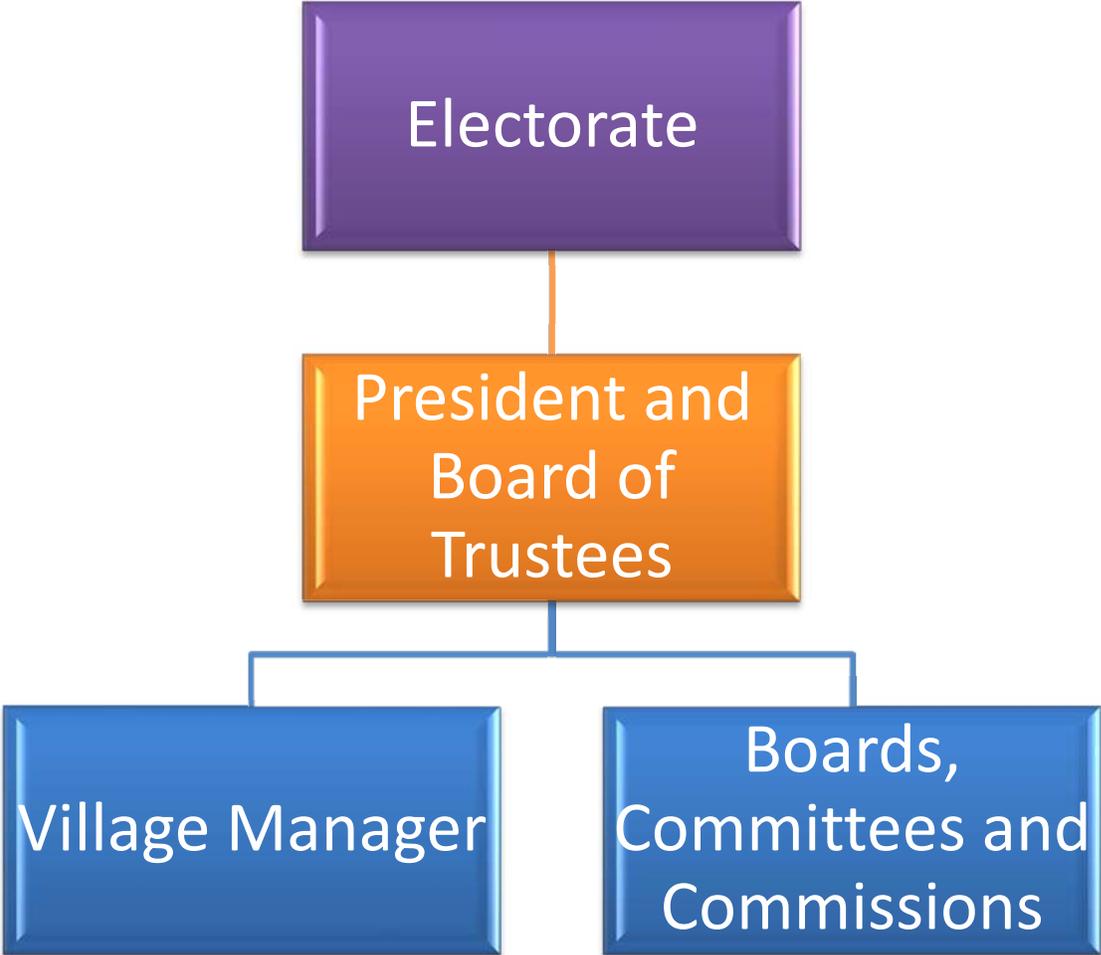
VILLAGE CLERK

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
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 efficient municipal service toward the goal of improving the quality of life for residents and businesses within the community. Paramount are public safety services including police protection, fire suppression and emergency medical response. Also, a core mission is protection and maintenance of public assets including infrastructure and buildings. The Village is dedicated to assuring that resources are used efficiently toward the achievement of its mission.

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'11 VILLAGE BOARD GOALS

- I. MAINTAIN AND ENHANCE PUBLIC SAFETY.**

- II. ENHANCE AND MAINTAIN THE PROPERTY VALUES AND VILLAGE APPEARANCE AS A QUALITY COMMUNITY.**

- III. STRENGTHEN COMMUNITY INVOLVEMENT AND PARTICIPATION.**

- IV. PURSUE ECONOMIC DEVELOPMENT AS A STRATEGY FOR THE FUTURE.**

- V. MAINTAIN AND ENHANCE VILLAGE INFRASTRUCTURE.**

- VI. PRESERVE FINANCIAL STABILITY AND REDUCE RELIANCE UPON PROPERTY TAX.**

- VII. SUPPORT AND ENHANCE STAFF TRAINING AND SERVICE CAPACITY.**

- VIII. SUPPORT ENVIRONMENTAL ISSUES**

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0110 - President & Board of Trustees

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-12	Salaries-Part Time	\$ 20,500	\$ 19,935	\$ 20,400	\$ 20,400	\$ 20,400
1-42	Social Security	1,568	1,525	1,561	1,563	1,561
Total Personal Services		22,068	21,460	21,961	21,963	21,961
2-11	Office Supplies	2,225	1,674	1,700	1,904	1,700
2-13	Memberships/ Subscriptions	39,654	41,997	46,330	47,627	46,393
2-27	Materials & Supplies	2,510	282	900	450	400
2-31	Uniforms	-	-	-	666	1,050
2-99	Miscellaneous Expen.	-	-	50	90	300
Total Commodities		44,389	43,953	48,980	50,737	49,843
3-12	Postage	136	1,204	190	470	500
3-61	Consulting Services	656	-	10,000	-	500
3-62	Legal Services	7,800	9,052	94,046	94,046	-
3-71	Schools/Conf/Meetings	7,728	5,404	11,623	11,629	16,290
3-72	Transportation	1,946	675	2,475	2,133	2,900
3-91	Special Events	72	106	100	111	2,600
Total Contractual Services		18,338	16,441	118,434	108,389	22,790
Total Operating Expenditures		84,795	81,854	189,375	181,089	94,594
Total President & Board of Trustees		\$ 84,795	\$ 81,854	\$ 189,375	\$ 181,089	\$ 94,594

120 – VILLAGE CLERK



VILLAGE CLERK

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 is also the designated Freedom of Information Officer and is responsible for Freedom of Information requests, responding in a timely manner, within 5 workdays or 21 workdays on requests for commercial purposes. The Village Clerk maintains an up-to-date municipal code and prepares the weekly calendar of meetings.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Support and Enhance Staff Training and Service Capacity.

1. Image and index clerk's documents utilizing the Munimetrix Imageflo Lite Software. (First through fourth quarters)

Completed for calendar year 2009.

2. Provide updates to Municipal Website. (First through fourth quarters)

This was completed for calendar year 2009.

3. Attend newly elected Clerk's seminar. (First quarter)

Completed.

2010 - 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity.

1. Image and index clerk's documents utilizing the Munimetrix Imageflo Lite software. (First through fourth quarters).

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

3. Attend Clerk's Institute Seminar. (Second quarter)

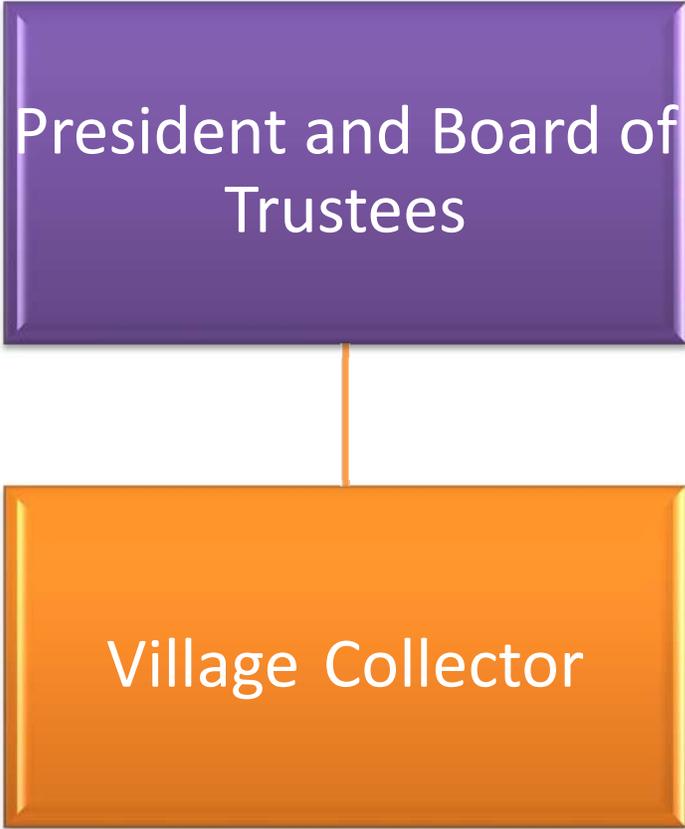
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0120 - Village Clerk

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 64,177	\$ 71,711	\$ 59,196	\$ 47,495	\$ 49,500
1-12	Salaries-Part Time	-	-	3,500	6,901	3,500
1-41	State Retirement	6,261	6,741	6,274	6,200	5,391
1-42	Social Security	4,686	5,439	4,995	4,500	4,055
1-44	Employee Insurance	5,064	5,109	3,418	5,500	5,526
Total Personal Services		80,188	89,000	77,383	70,596	67,972
2-11	Office Supplies	28	1,007	500	832	600
2-13	Memberships/Subscriptions	369	124	515	515	515
2-31	Uniforms	-	-	-	163	150
Total Commodities		397	1,131	1,015	1,510	1,265
3-12	Postage	649	610	800	1,055	800
3-36	Maintenance Agreements	880	899	900	900	900
3-62	Legal Services	340	-	700	250	700
3-67	Legal Publications	6,168	5,668	8,000	8,000	8,000
3-70	Binding & Printing	7,741	8,170	10,500	10,000	10,500
3-71	Schools/Conf/Meetings	616	511	1,835	1,835	2,485
3-72	Transportation	4	-	190	50	265
Total Contractual Services		16,398	15,858	22,925	22,090	23,650
Total Operating Expenditures		96,983	105,989	101,323	94,196	92,887
Total Village Clerk		\$ 96,983	\$ 105,989	\$ 101,323	\$ 94,196	\$ 92,887

125 – VILLAGE COLLECTOR



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0125 - Village Collector

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ -	\$ -	\$ 41,000	\$ 41,000	\$ 48,009
1-41	State Retirement	-	-	4,017	4,017	5,228
1-42	Social Security	-	-	3,137	3,137	3,673
1-44	Employee Insurance	-	-	12,508	10,448	5,528
Total Personal Services		<u>-</u>	<u>-</u>	<u>60,662</u>	<u>58,602</u>	<u>62,438</u>
2-11	Office Supplies	-	-	-	-	50
Total Commodities		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>50</u>
3-12	Postage	-	-	-	-	100
Total Contractual Services		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>100</u>
Total Operating Expenditures		<u>-</u>	<u>-</u>	<u>60,662</u>	<u>58,602</u>	<u>62,588</u>
Total Village Collector		<u>\$ -</u>	<u>\$ -</u>	<u>\$ 60,662</u>	<u>\$ 58,602</u>	<u>\$ 62,588</u>

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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

VIII. Support Environmental Issues

1. Investigate hosting a recycling event (lawn equipment and gas can turn in). (Third quarter)

Committee hosted a household recycling event in September.

2. Work with other organizations to sell rain barrels. (First quarter)

Committee members have had discussions with suppliers of rain barrels. Currently working on program to offer them for sale.

3. Continue to provide information at Village events. (First through fourth quarters)

Ongoing.

4. Continue with light bulb and electronics recycling. (First through fourth quarters)

Ongoing. 26 tons of electronics collected to date. Program will be ending January 1, 2010.

5. Develop a web page link on Village web site. (First quarter)

Committee is undertaking final review and should have the link up by March 2010.

2010 – 2011 OBJECTIVES

VIII. Support Environmental Issues

1. Host a spring and fall recycling event. (First and third quarter)

2. Develop a rain barrel distribution program. (First quarter)

3. Continue to investigate and recommend environmentally friendly programs to the Village Board. (Third quarter)

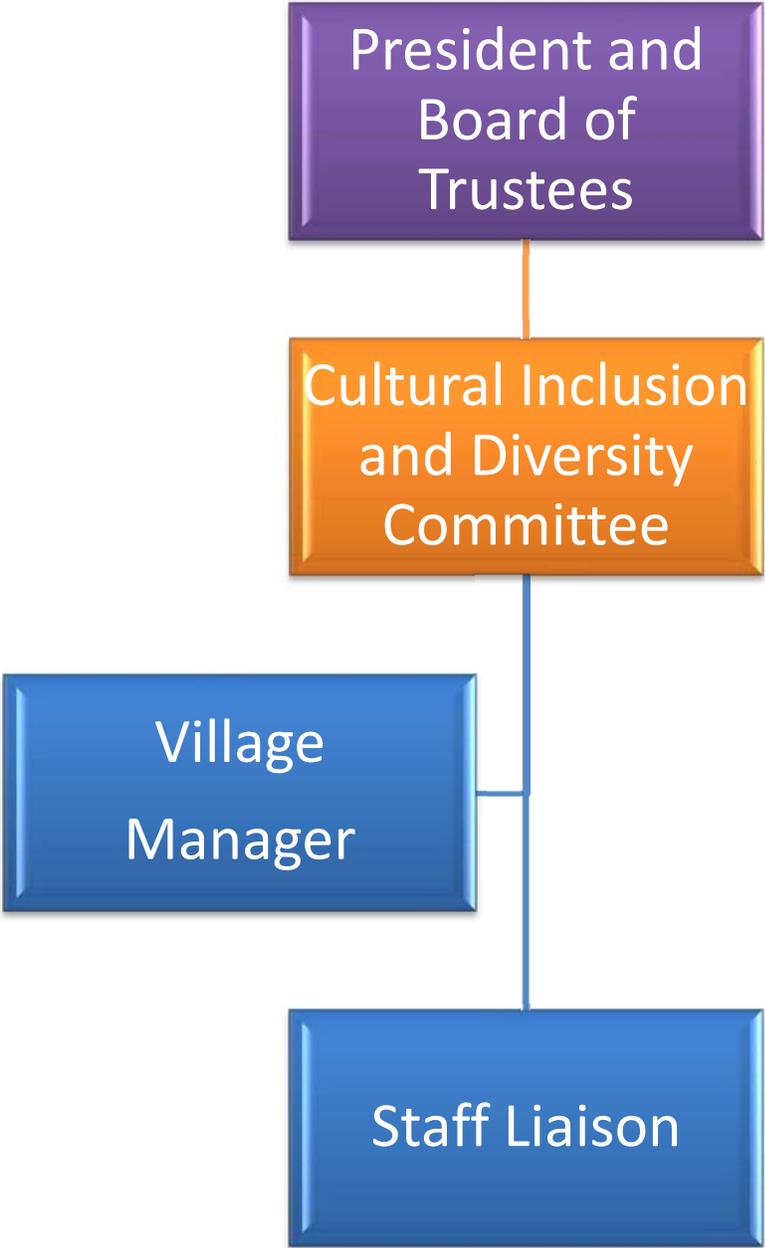
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0135 - Environmental Committee

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
	2-11 Office Supplies	\$ -	\$ -	\$ 50	\$ 56	\$ 50
	2-13 Memberships/Subscriptions	-	-	250	-	250
	Total Commodities	-	-	300	56	300
	3-71 Schools/Conf/Meetings	-	-	450	250	900
	3-91 Special Events	-	1,337	3,000	1,500	3,000
	Total Contractual Services	-	1,337	3,450	1,750	3,900
	Total Operating Expenditures	-	1,337	3,750	1,806	4,200
	Total Environmental Committee	\$ -	\$ 1,337	\$ 3,750	\$ 1,806	\$ 4,200

160 – CULTURAL INCLUSION AND DIVERSITY COMMITTEE



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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen Community Involvement and Participation

1. To continue the revolving poster display providing awareness and celebrating diversity and inclusion. (First quarter)

Ongoing. Purchased additional posters and continued to change monthly.

2. To hold an early afternoon event in June showcasing the services offered by various County, Township and other agencies serving Hanover Park residents. (First quarter)

Not Completed. Opted to hold a training program for committee members conducted by a staff member of the University of Illinois.

3. To hold an event in September celebrating National Hispanic Heritage month. (Second quarter)

Participated in the Hanover Park's Park District Mexican Independence Day Celebration on September 15, 2009.

4. To hold a December Symposium on Strengthening the Family that will focus on prevalent issues facing Hanover Park residents. (Third quarter)

The decision was made not to host the symposium, but instead participated in the Village's Tree Lighting event.

5. To provide supporting sponsorship to the Illinois Commission on Diversity & Human Relations Annual Martin Luther King, Jr. Remembrance and Celebration. (Third quarter)

Completed. The event was attended by 8 committee members.

2010 - 2011 OBJECTIVES

III. Strengthen Community Involvement and Participation

1. To continue the revolving poster display providing awareness and celebrating diversity and inclusion. (First quarter)
2. Participate in the Relay for Life Event hosted by the Village of Hanover Park and American Cancer Society to show support to the local programs. (First quarter)
3. To hold an essay contest "What Diversity Means to Me" involving the local schools. (Second quarter)
4. To participate in the annual Village of Hanover Park Holiday Tree Lighting event including the planning process to involve cultural celebrations. (Third quarter)
5. To provide supporting sponsorship to the Illinois Commission on Diversity & Human Relations Annual Martin Luther King, Jr. Remembrance and Celebration. (Third quarter)
6. To hold an April Symposium on Strengthening the Family that will focus on prevalent issues facing Hanover Park residents. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0160 - Cultural Inclusion and Diversity Committee

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
	2-11 Office Supplies	-	210	260	-	260
	2-13 Memberships/Subscriptions	-	-	500	44	500
	Total Commodities	-	210	760	44	760
	3-12 Postage	-	-	175	-	175
	3-71 Schools/Conf/Meetings	-	-	1,300	1,550	1,300
	3-72 Transportation	-	-	116	-	116
	3-91 Special Events	-	2,611	2,815	2,639	2,815
	Total Contractual Services	-	2,611	4,406	4,189	4,406
	Total Operating Expenditures	-	2,821	5,166	4,233	5,166
	Total Cultural Inclusion and Diversity Committee	-	2,821	5,166	4,233	5,166

165 – SISTER CITITES 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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen Community Involvement and Participation.

1. Award three scholarships to students in Cape Coast Ghana. (First quarter)

Incomplete. The scholarships were to have been awarded during the visit to Ghana scheduled for November 2009 in conjunction with attendance at the Africa Global conference. However, the November 2009 visit did not take place because the date of the Africa Global conference was postponed. Travel re-scheduled for May 2010 (see #4).

2. Assist with Cape Coast Hanover Park Primary School students' general needs. (First through fourth quarters)

Ongoing. School supplies are sent to Cape Coast Hanover Park Primary School throughout the year. In April 2009, donations from Hanover Highlands School were shipped as excess baggage with a Committee member and presented at Cape Coast Hanover Park Primary School.

3. Explore grants or alternative funding that support Sister City activities. (First through fourth quarters)

The Sister Cities Committee submitted a project grant application to the Gates Foundation in July 2009. Although very competitive, the proposed project did not receive Phase I funding. The Committee will apply for Phase II funding in March 2010.

4. Travel to Cape Coast, Ghana to continue cultural, educational and infrastructure information exchanges.

Pending. The trip was to have taken place in November 2009 in conjunction with the Africa Global conference; rescheduled for May 2010.

VII. Support and Enhance Staff Training and Service Capacity.

5. Attend local and regional Sister City Conferences. (First and fourth quarters)

Hanover Park Sister Cities Committee members will attend the annual state conference in Carbondale, Illinois, April 9-10, 2010.

ADDITIONAL ACCOMPLISHMENTS

1. To facilitate the possible development of additional Sister City relationships in Mexico and India, an open forum session has been established and takes place prior to each monthly meeting. The open forum allows for the exchange of information and encourages community participation.

2. In December 2009, Committee members participated in a reception hosted by the Village to welcome Mayor Laura Isela Ruiz Gonzalez of Valparaiso and discuss the possible formation of a Sister City relationship in Mexico.
3. The Sister Cities Committee facilitated a penpal letter exchange between the students of Hanover Park Primary School in Cape Coast and Hanover Highlands. Committee members visited Hanover Highland to present the letters from the Cape Coast students.
4. Provided ongoing support to, and participation with, the Village's Cultural Inclusion & Diversity Committee.

2010 - 2011 OBJECTIVES

III. Strengthen Community Involvement and Participation.

1. Form a delegation and coordinate travel itinerary for visit to Cape Coast by an elected official for the furtherance of cultural, educational and infrastructure information exchanges. (Fourth quarter)
2. Form a delegation and coordinate travel itinerary for visit to Valparaiso, Mexico by an elected official for continued exploration and possible development of a Sister Cities relationship. (Third quarter)
3. Contribute towards repair and replacement of window shutters at Hanover Park Primary School in Cape Coast. (First quarter)
4. Award three scholarships to students in Cape Coast, Ghana. (First quarter)
5. Explore grant or alternative funding that supports Sister City activities. (First through fourth quarters)
6. Assist with Cape Coast Hanover Park School students' general needs. (First through fourth quarters)
7. Pursue school-to-school relationships between Cape Coast and the Village. (First through fourth quarters)
8. Continue exploration of potential for Sister City relationship with a town in India. (First through fourth quarters)

VII. Support and Enhance Staff Training and Service Capacity.

9. Attend local and regional Sister City Conferences. (First and fourth quarters)

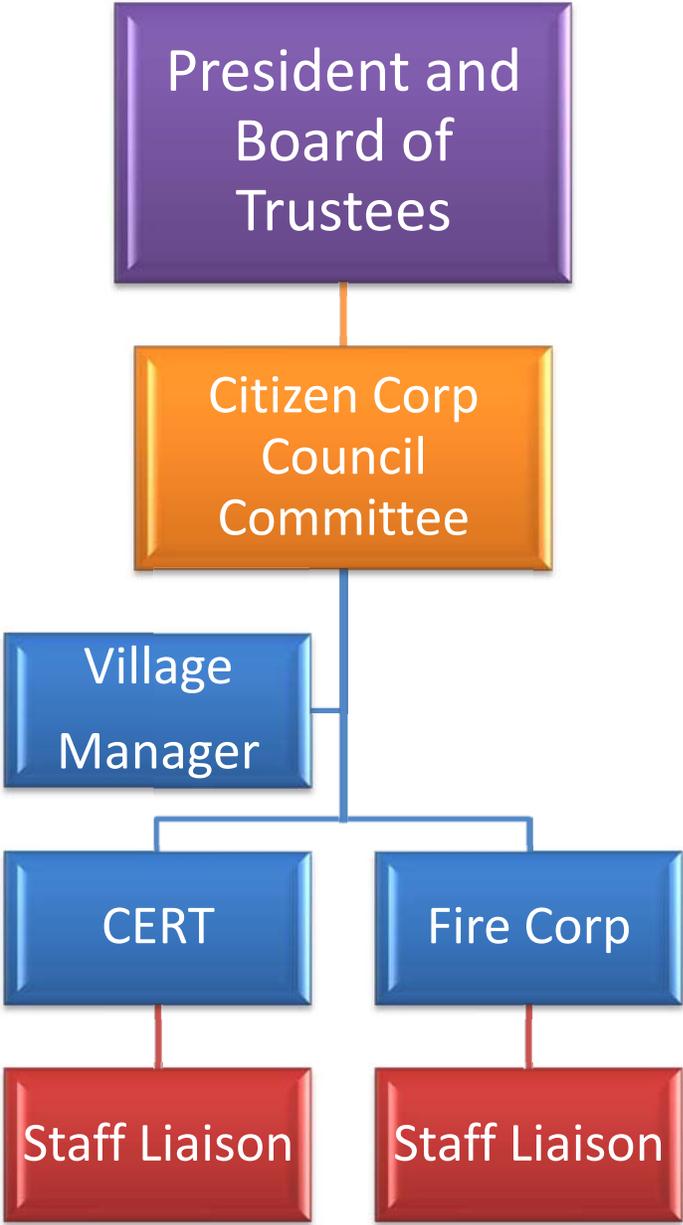
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0165 - Sister Cities Committee

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
	2-11 Office Supplies	\$ -	\$ -	\$ 60	\$ 60	\$ 60
	2-13 Memberships/Subscriptions	544	545	600	545	700
	Total Commodities	544	545	660	605	760
	3-12 Postage	9	-	75	75	100
	3-71 Schools/Conf/Meetings	1,046	1,059	1,175	1,175	2,000
	3-91 Special Events	4,553	534	710	710	1,700
	Total Contractual Services	5,608	1,593	1,960	1,960	3,800
	Total Operating Expenditures	6,152	2,138	2,620	2,565	4,560
	Total Sister Cities Committee	\$ 6,152	\$ 2,138	\$ 2,620	\$ 2,565	\$ 4,560

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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen Community Involvement and Participation

1. Conduct two CERT seven week training programs. (First and third quarters)

Partially Completed. One training program completed and another is scheduled for March 2010.

2. Maintain a database of all trained CERT members. (Fourth quarter)

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

ADDITIONAL ACCOMPLISHMENTS

1. CERT Team members assisted the Environmental Committee with a Recycling Event.
2. CERT Team members assisted DuPage County Emergency Management with notifying senior citizens and special needs individuals during a heat event in the summer.

2010 - 2011 OBJECTIVES

III. Strengthen Community Involvement and Participation

1. Conduct a CERT seven week training program. (Second quarter)
2. Maintain a database of all trained CERT members. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0170 - Citizens Corp Council

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
2-11	Office Supplies	\$ -	\$ -	\$ 200	\$ 125	\$ 200
2-13	Memberships/ Subscriptions	-	-	200	125	200
2-14	Books/Publications/Maps	-	-	50	25	50
2-23	Communications Parts	-	-	3,750	3,937	100
2-27	Materials & Supplies	-	-	1,500	2,308	500
2-31	Uniforms	-	-	150	150	150
2-34	Small Tools	-	-	100	100	100
Total Commodities		-	-	5,950	6,770	1,300
3-12	Postage	-	-	200	125	200
3-71	Schools/Conf/Meetings	-	-	5,524	3,747	5,044
Total Contractual Services		-	-	5,724	3,872	5,244
Total Operating Expenditures		-	-	11,674	10,642	6,544
Total Citizen Corp Council		\$ -	\$ -	\$ 11,674	\$ 10,642	\$ 6,544

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 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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

IV. Pursue Economic Development as a Strategy for the Future.

1. To evaluate and provide recommendations to the Village Board regarding current and proposed Village Center and TIF #3 development proposals. (First through fourth quarters)

Ongoing. A proposal could arise at the former Lakewood Restaurant site for mixed use retail/office building.

2. To evaluate and provide recommendations to the Village Board regarding development in TIF #4. (First through fourth quarters)

Ongoing. Working with Teska Associates, Inc., to further produce dialogue for the Comprehensive Plan, which may help to foster redevelopment in TIF #4.

3. To provide support in the Village's efforts in the new Comprehensive Plan and Zoning Code rewrite. (First through fourth quarters)

Ongoing. Final draft documents will be heard by the Development Commission.

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

Ongoing. Possible training opportunities for Development Commission members through APA or other similar organizations.

2010 - 2011 OBJECTIVES

IV. Pursue Economic Development as a Strategy for the Future.

1. Continuing to evaluate and provide recommendations to the Village Board regarding current and proposed Village Center and TIF #3 development proposals. (First through fourth quarters)

2. To evaluate and provide recommendations to the Village Board regarding development in TIF #4. (First through fourth quarters)
3. To provide support in the Village's efforts in the new Comprehensive Plan and Zoning Code rewrite. (First through fourth quarters)

VII. Support and Enhance Staff Training and Service Capacity.

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

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0180 - Development Commission

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-21	Salaries-Overtime	\$ 212	\$ 257	\$ 750	\$ 109	\$ 750
1-41	State Retirement	21	24	75	21	75
1-42	Social Security	16	19	58	22	58
Total Personal Services		249	300	883	152	883
2-11	Office Supplies	-	-	150	100	150
2-13	Memberships/Subscriptions	-	-	160	60	160
2-14	Books/Publications/Maps	-	-	305	100	305
2-99	Miscellaneous Expen.	6	-	50	50	50
Total Commodities		6	-	665	310	665
3-12	Postage	65	64	300	42	300
3-71	Schools/Conf/Meetings	240	83	375	150	375
Total Contractual Services		305	147	675	192	675
Total Operating Expenditures		560	447	2,223	654	2,223
Total Development Commission		\$ 560	\$ 447	\$ 2,223	\$ 654	\$ 2,223

195 – HANOVER PARK CONECT COMMITTEE

(Committee on Networking Education and Community Teamwork)



PRESIDENT AND BOARD OF TRUSTEES

195 - CONECT COMMITTEE

GOALS

The goal of the Committee on Networking, Education and Community Teamwork (CONECT) is to strengthen the Village's business community by encouraging retention and expansion of existing businesses in the community. Where possible, CONECT also encourages efforts to attract new businesses to the Village. These efforts strengthen the Village's economic base while facilitating networking opportunities for the business community.

DESCRIPTION OF FUNCTIONS

The CONECT Committee's responsibilities include promoting the Village's business opportunities through events and activities. CONECT also reviews and updates materials, such as the Village's business directory, which advertises businesses in the Village. CONECT also facilitates formal and informal networking opportunities at various Village functions and meetings with representatives of the business community. Specifically, CONECT coordinates the following programs and activities on an ongoing basis.

Coordinate and host annual activities promoting Hanover Park and encouraging networking among local businesses including Mayor's Choice Business Award Program and activities such as business or developer breakfast programs.

Continue outreach and public relations with residential and commercial real estate community by hosting the annual Real Estate Luncheon and Seminar to continue enhancement of the Village's image.

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

A protracted attempt to merge with the Streamwood Chamber of Commerce ultimately led to the formation of the Hanover Park Chamber of Commerce. This new entity has created a bit of an identity crisis for CONECT and they struggle to decide which programs to continue and which should be turned over to the Chamber. Fiscal Year '10 marks the third official year of a financial assistance package to the Chamber.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen Community Involvement and Participation

1. Host a Realtor Luncheon event to showcase development opportunities in Hanover Park. (Fourth quarter)

Completed. This event was held on March 16, 2010.

2. Host a Business Breakfast event for the purpose of discussing mutual concerns, business attraction and retention activities. (Second quarter)

This event was ceded to the Chamber for this fiscal year. However, interest was expressed about hosting this event again in Fiscal Year 2010.

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

Completed. This event was held on February 16, 2010.

IV. Pursue Economic Development as a Strategy for the Future.

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

Ongoing. Committee continues to participate in many of the events hosted by the Chamber of Commerce including breakfasts, lunches, after-hours, and the golf outing.

5. Have marketing sub-committee develop plan to “brand” Hanover Park for use in a marketing campaign. (First through fourth quarters)

Ongoing. The marketing effort being established by CONECT can be incorporated into the Retail Recruitment Program being led by Rand Haas.

2010 – 2011 OBJECTIVES

III. Strengthen Community Involvement and Participation

1. To host a Realtor Luncheon event to showcase development opportunities in Hanover Park. (Fourth quarter)
2. To sponsor an “After-Hours” event through the Chamber of Commerce. (Third quarter)
3. Work with Chamber to promote economic activity and visibility in Hanover Park. (First through fourth quarters)

IV. Pursue Economic Development as a Strategy for the Future

4. Develop marketing plan to “brand” Hanover Park for use in a promotional campaign. (First through fourth quarters)
5. Explore efforts to help/assist home-based businesses. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

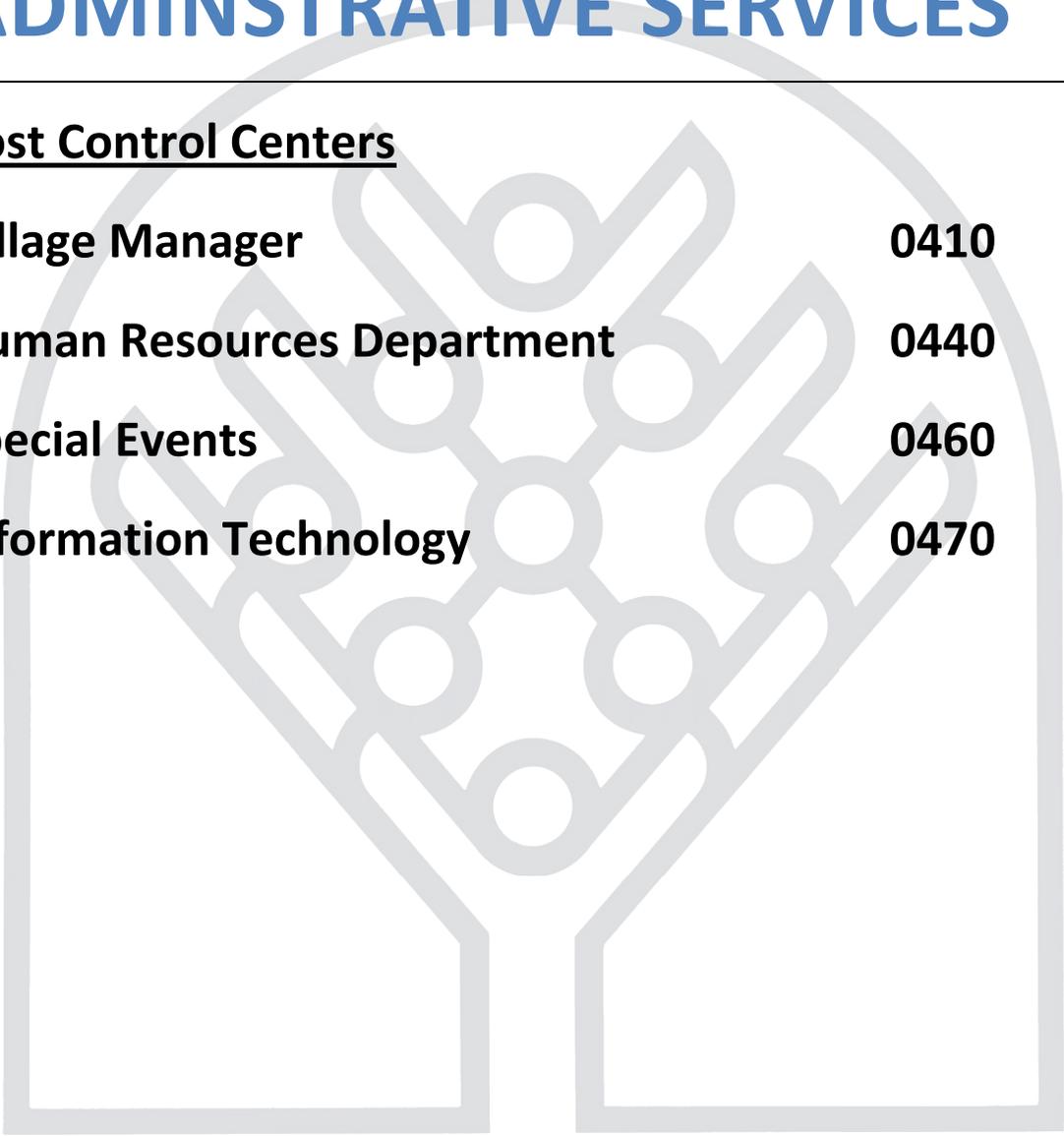
Department 0195 - Hanover Park CONECT Committee

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
	2-11 Office Supplies	\$ 516	\$ 65	\$ 700	\$ 600	\$ 700
	2-13 Memberships/Subscriptions	545	525	525	525	525
	2-99 Miscellaneous Expenses	-	-	50	25	50
	Total Commodities	1,061	590	1,275	1,150	1,275
	3-12 Postage	827	218	1,200	1,000	1,200
	3-61 Consulting Services	30,000	55,000	15,000	15,000	-
	3-91 Special Events	4,148	2,285	8,400	6,000	8,600
	Total Contractual Services	34,975	57,503	24,600	22,000	9,800
	Total Operating Expenditures	36,036	58,093	25,875	23,150	11,075
	Total Hanover Park CONECT Committee	\$ 36,036	\$ 58,093	\$ 25,875	\$ 23,150	\$ 11,075

ADMINISTRATIVE SERVICES

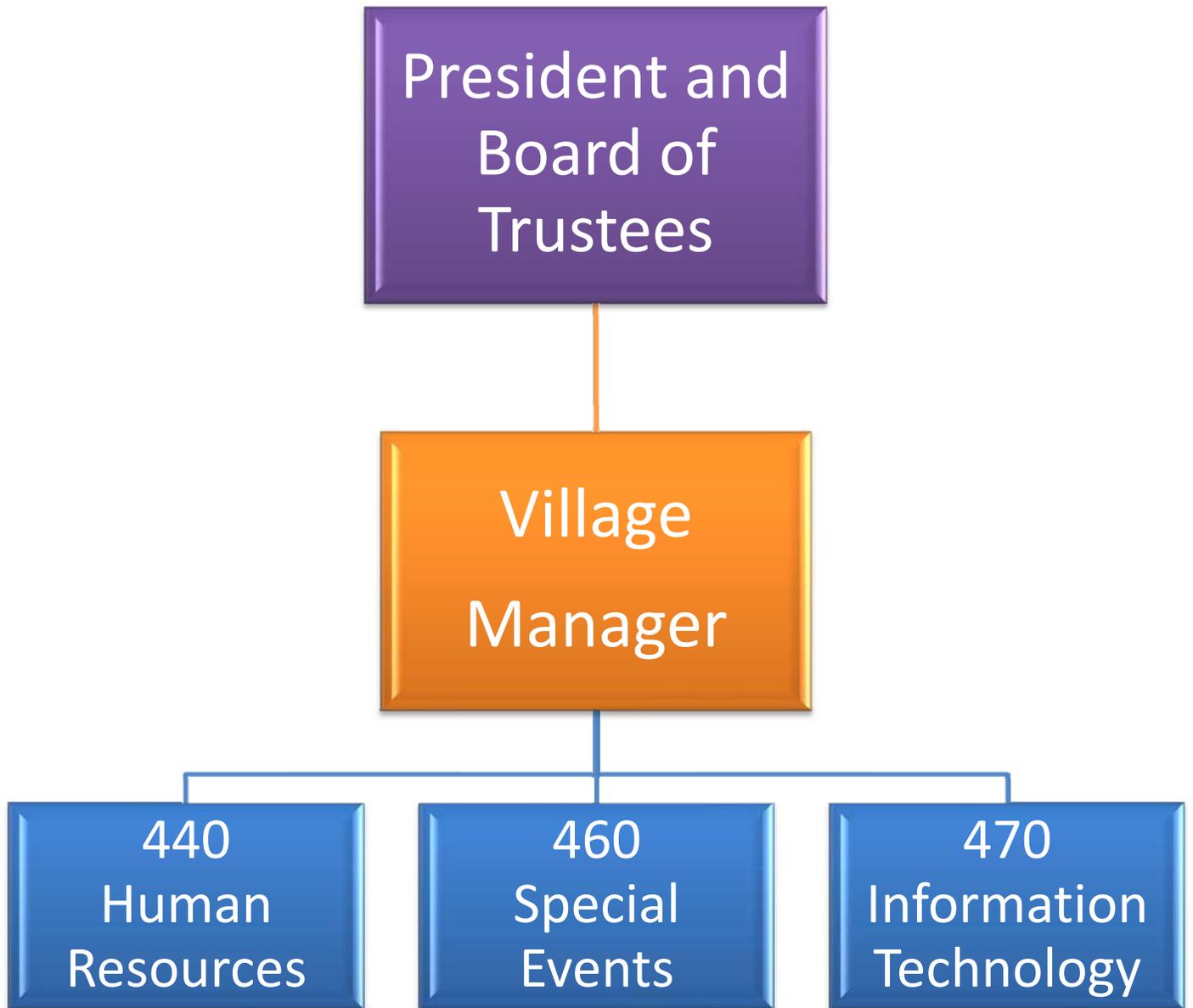
Cost Control Centers

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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

I. Maintain and Enhance Public Safety

1. To continue the design of a new Police Department facility and evaluate Municipal Building space utilization. (First through fourth quarters)

Ongoing. The Village Board has given approval to proceed with design of a new Police Department facility. The Village Engineer is designing the pad for the Salt Dome in-house and preparing the bid documents. Staff has sought bids on the new salt dome and they were opened on March 4th. Construction will take place this summer. The Village Board has approved the contract with PSA Dewberry for the design of the New Police Station and is scheduled to approve the Construction Manager contract in March. Demolition of the existing structures is scheduled for July of 2010 with construction beginning in August 2010.

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

2. To renegotiate the SSA #4 Refuse Collection and Disposal contract. (Second quarter)

Completed. A contract extension was negotiated with Groot and approved by the Village Board.

3. To discuss policy alternatives regarding the Residential Scavenger contract. (First through fourth quarters)

Ongoing. Public Works Director Howard Killian and the Environmental Committee are reviewing the contracts and preparing alternatives for bidding.

III. Strengthen Community Involvement and Participation

4. To continue participation in the 2010 Census Programs. (First through fourth quarters)

Ongoing. The primary role of coordination and participation of the 2010 Census program has been given to the Village Clerk. To encourage participation by our citizens in the Census, the Clerk has coordinated community outreach initiatives. In addition, she has published various articles and handed out brochures and pamphlets containing Census information.

IV. Pursue Economic Development as a Strategy for the Future

5. To continue village-wide economic development efforts. (First through fourth quarters)

Ongoing. Significant progress has been made related to economic development. The NuCare facility is well underway in construction and is ahead of schedule. It is anticipated they will open in the beginning of 2011. In addition, the Comprehensive Plan has been completed and will be going to the Village Board in April of 2010. The Zoning Ordinance will also be completed in the beginning of FY'11 and will be going to the Village Board as well. Finally, Hanover Square reached an agreement with the shopping center owner and construction will be underway in FY'11.

VI. Preserve Financial Stability and Reduce Reliance upon Property Tax

6. To renegotiate the Village's franchise agreement with Nicor Gas. (Third quarter)

Ongoing. Staff is working with the DuPage Mayors and Managers Conference to renegotiate a franchise agreement with Nicor Gas. DuPage Mayors and Managers has become the lead agency to establish this intergovernmental agreement. To that end, the Board adopted a resolution approving and authorizing the execution of an intergovernmental agreement establishing the Northern Illinois Municipal Gas Franchise Consortium on December 17, 2009. Negotiations are continuing.

7. To pursue cellular telephone companies for additional installations at water tower facilities. (First through further quarters)

Ongoing. Public Works Director Howard Killian and the Village Attorney are in the process of negotiating different leases at this time.

VII. Support and Enhance Staff Training and Service Capacity

8. To evaluate an antenna system upgrade in the Village Hall to improve cellular communications. (Fourth quarter)

Completed. Staff has worked with Nextel to upgrade the antenna system and cellular communications within Village Hall have improved.

9. To oversee the implementation of recommendations outlined in the technology study. (First through fourth quarters)

Completed. The appropriate recommendations have been implemented.

ADDITIONAL ACCOMPLISHMENTS

1. Reassigned duties and streamlined processes to account for a reduction in administration staffing.
2. Identified the job responsibilities for the former Assistant Village Manager and Executive Coordinator to the Village Manager and reassigned, absorbed or modified their duties.
3. Identified the job responsibilities for the former Village Attorney and Executive Secretary to the Village Attorney and reassigned, absorbed or modified their duties.
4. Established weekly staff meetings with all department heads, deputy police chiefs, and assistant fire chiefs to better coordinate activities among departments.
5. Established weekly Editorial Board meetings to review Village communications, website content, special events, and other miscellaneous community events and information.
6. Increased amount of positive press releases sent out from the Village.

7. Established the eNews and eAlerts e-mail newsletters and signed up in excess of 660 persons on our distribution list.
8. Rearranged administration offices in Village Hall to make it more efficient for staff and more convenient for customers.
9. Added three full-time Police Officers.
10. Closely examined TIF district funding levels and, based upon that examination, have identified major improvement projects for TIF #2 including overhead utility burial, increased police presence, water and sewer improvements on Tower & Jensen, street resurfacing on Tower & Jensen, improvements to the lift station and researching new entryway monument signage.
11. Initiated student management internship program through Northeastern Illinois University.
12. Promoted and/or hired a Police Chief, Human Resources Director, and Finance Director.
13. Initiated Board Workshops.
14. Reorganized the front office to present a more professional and welcoming appearance.
15. Modified base salary plan for non-union employees.
16. Held a transition session with department heads and elected officials shortly after the appointment of an Interim Village Manager.

2010 - 2011 OBJECTIVES

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community.

1. To reduce the decline in value of residential properties. As can be seen from the listed mean values and median values of residential property sales throughout the sales for fiscal year 2008, 2009 and through February of 2010, there have been significant declines.

For the period May 1, 2007 – February 25, 2010

<u>Fiscal Year</u>	<u>Average</u>	<u>% Change</u>	<u>Median</u>	<u>% Change</u>
2008	\$214,372		\$208,333	
2009	\$170,985	-20.2%	\$170,000	-18.4%
2010	\$145,424	-14.9%	\$140,000	-17.6%

Administration will closely monitor the sales amounts and report to the Board. Steps taken to try to reduce this decline in the budget year include the following:

- Overhead Sewer program
- Depressed Driveway program
- Police Residence program
- Total reconstruction of Astor Avenue
- Arterial Fence Program
- Resurfacing of 16 Village streets
- ART program
- Bike path at gas pipeline
- Single Family Rental Residential program

- Burial of overhead utilities
 - Ontarioville streetscape
 - General streetscape/beautification
 - New Police building
 - Claremont
 - MI Homes
 - 41 new street lights
2. To continue TIF #2 upgrades (Westview Shopping Center area) through the burial of overhead utility lines, installation of street lights, repaving of Jenson and Tower and the installation of an entry monument. (First through fourth quarters)
 3. To design and construct the Ontarioville Road Upgrade – Street beautification project. (First and second quarters)
 4. To complete the improvements within the newly created SSA #6, which includes the repaving of streets and reconstruction of the dumpster enclosure pads. (First and second quarters)
 5. To begin the creation of a Police Residency program. The Pilot program will be initiated in which one residence will be appropriated with Village resources. This program involves selecting a foreclosed property which has not been inhabited for a minimum of one year and upgrading it and making it attractive for a law enforcement officer to purchase and reside at. This will be advantageous to the Village as another law enforcement officer will reside here and will enhance that specific property, as well as the surrounding neighborhood. (First through fourth quarters)

VI. Support and Enhance Staff Training and Service Capacity.

6. To create an organized administrative policy manual. At this time, many policies are outdated and not efficiently organized. The Police accreditation model of directive policies will be used as a model for organization. These policies will be those that effect the entire Village organization and the administrative section. (First through fourth quarters)
7. Centralize approval and logging of Village forms. A process will be developed to catalog, number, approve and revise forms that are used by all departments. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0410 - Village Manager

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 344,550	\$ 368,360	\$ 349,462	\$ 440,000	\$ 192,070
1-21	Salaries-Overtime	99	892	50	10,000	5,000
1-41	State Retirement	35,269	35,710	36,012	45,354	21,008
1-42	Social Security	22,019	23,432	24,759	24,438	13,449
1-44	Employee Insurance	47,802	50,913	55,504	58,973	45,930
Total Personal Services		449,739	479,307	465,787	578,765	277,457
2-11	Office Supplies	1,936	694	700	750	800
2-13	Memberships/Subscriptions	3,479	3,645	2,525	2,525	1,955
2-14	Books/Publications/Maps	47	-	50	26	50
2-21	Gasoline & Lube	305	-	-	-	-
2-27	Materials & Supplies	30	51	100	50	100
2-99	Miscellaneous Expen.	-	52	100	100	250
Total Commodities		5,797	4,442	3,475	3,451	3,155
3-12	Postage	520	742	400	256	1,050
3-32	M & R- Office Equipment	-	-	50	-	-
3-36	Maintenance Agreements	683	479	470	236	-
3-52	Vehicle Maint & Replace	3,234	-	-	-	-
3-61	Consulting Services	22,156	2,400	15,000	1,400	50,000
3-62	Legal Services	75,610	94,768	75,500	80,000	-
3-71	Schools/Conf/Meetings	2,361	2,488	5,210	4,956	4,065
3-72	Transportation	528	602	1,170	697	670
3-91	Special Events	-	-	-	-	7,000
3-99	Miscellaneous Expen.	-	-	25	-	25
Total Contractual Services		105,092	101,479	97,825	87,545	62,810
Total Operating Expenditures		560,628	585,228	567,087	669,761	343,422
Total Village Manager		\$ 560,628	\$ 585,228	\$ 567,087	\$ 669,761	\$ 343,422

440 – HUMAN RESOURCE 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 five 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; 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 four payrolls a month. 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 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	2005	2006	2007	2008	2009
Village-Wide Full Time Employees	182	187	193	196	193
Village-Wide Part Time Employees	61	61	61	48	49
Number of Full Time Employees Per 1,000 Population	4.75	4.89	5.04	5.12	5.04
Employee Terminations:					
Voluntary Resignations	15	23	20	20	8
Retirements	5	3	3	3	3
Dismissals	3	2	3	0	3
Seasonal Layoffs	8	8	7	10	8
Deaths	0	3	1	0	0
Reductions in Force	0	0	0	1	6
Applications Handed Out or Downloaded	902	762	854	880	472
Job Applications Received	713	516	672	705	391
Number of Candidates Interviewed	157	168	165	165	115
Number of New Hires	32	47	40	36	33
Number of In-House Training Sessions Conducted	9	8	5	5	9
Number of Participants	143	212	112	128	209
Training Topics:					
Employee Assistance Program	40	0	0	0	0
Hazard Communications	0	0	0	0	0

Description of Measurement	2005	2006	2007	2008	2009
Safety (Back & Fall Prevention)	0	0	0	0	106
Sexual Harassment	0	212	0	0	0
Cultural Diversity	0	0	0	0	0
Blood borne Pathogens	65	0	70	67	62
Drug and Alcohol Awareness	0	0	0	0	0
Accident Investigation Training	0	0	0	0	0
First Aid and AED	0	0	0	0	0
Performance Appraisal Training	6	0	0	48	0
Supervisory Training/Teambuilding	0	0	42	13	8
New Employee Orientations	32	47	40	36	33
Employee Recognition Events	5	5	5	5	5
Number of Employees	385	415	446	425	398
Wellness Events	2	5	6	5	4
Number of Employees	119	253	197	178	56
Benefit Events	11	6	4	11	14
Number of Employees	80	117	67	44	35
Employee Newsletter	2	0	1	2	0
Labor Relations					
Collective Bargaining Agreements	1	1	1	0	1
Grievances	0	2	0	3	0
Non-Union	0	0	0	1	0
Union	0	2	0	2	0
Representation Elections/Card Check	0	0	0	1	0
Total Expenditures	\$306,703	\$345,766	\$358,147	\$396,941	\$404,892
Cost of Services Per Capita	\$8.01	\$9.03	\$9.36	\$10.37	\$10.58

RISK MANAGEMENT PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2005	2006	2007	2008	2009
Village-Wide Insurance Claims:					
Total Worker Compensation Claims	11	24	23	35	28
Worker Compensation Losses	\$215,708	\$368,666	\$132,642	\$294,640	\$120,598
All Other Claims (Auto, GL, Property)	51	15	17	40	44
Non-Worker Compensation Losses	\$308,271	\$31,081	\$31,507	\$52,697	\$106,686
Total Claims	62	39	40	75	72
Total Losses	\$523,979	\$399,747	\$164,149	\$347,337	\$227,284
Administration Departments/Divisions Insurance Claims:					
Total Worker Compensation Claims	1	0	0	2	1
Worker Compensation Losses	\$12,768	\$0	\$0	\$11,411	\$5,951

Description of Measurement	2005	2006	2007	2008	2009
All Other Claims	2	0	0	1	0
Non-Worker Compensation Losses	\$31,255	\$0	\$0	\$0	\$0
Total Claims	3	0	0	3	1
Total Losses	\$44,023	\$0	\$0	\$11,411	\$5,951

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

I. Maintain and Enhance Public Safety

1. Purchase and implement a new Performance Appraisal system. Current application will no longer be supported after the end of 2009.

Not completed based on change in staffing. Process to begin 1st quarter FY'11.

2. Conduct recruitment for entry-level part-time POC and full-time Firefighters. (Fourth quarter)

Recruitment in process. To be complete 4th quarter FY'10.

3. Conduct recruitment for entry-level Police Officers (Second quarter)

Completed. Eligibility list to expire September 2010.

4. Conduct promotional testing for Fire Lieutenant (First quarter)

Completed. Eligibility list to expire June 2011.

5. Conduct promotional testing for Police Sergeant. (First quarter)

Completed. Eligibility list to expire May 2011.

6. Conduct promotional testing for Deputy Chief and Police Lieutenant (Third quarter)

With recent staffing changes, new Police Chief chose to not complete promotional testing for the Deputy Chief. Police Lieutenant testing completed. Eligibility list to expire June 2011.

7. Negotiate collective bargaining agreement with Police Sergeants (First quarter)

Reached tentative agreement and awaiting approval from union and Board as of March 2010.

VII. Support and Enhance Staff Training & Service Capacity

8. Continue to develop a procedure manual for Human Resources operations. (First quarter)

Ongoing based on department staffing changes. Continue into FY2011.

9. Conduct mandatory employee training:
 1. Cultural Diversity (Second quarter)
 2. Workplace Violence (Fourth quarter)

Not completed due to staffing changes. Defer to FY2011.

10. To meet the calendar year 2009 IRMA target frequency and experience member goals. (First through fourth quarters)

The 2009 IRMA target for frequency is 23 worker's compensation claims and 36 non-worker's compensation claims for a total of 59 claims. As of 12/31/09, the Village experienced 28 worker's compensation claims and 44 non-worker's compensation claims for a total of 72. The 2009 IRMA

target for experience is \$289,989 for worker's compensation claims and \$169,250 for non-worker's compensation claims for a total of \$459,239. As of 12/31/09, the Village has paid \$120,598 toward worker's compensation claims and \$106,686 toward non-worker's compensation claims for a total of \$227,284. While our number of claims is above the goal of 59 claims, our losses are \$231,955 below the IRMA target.

11. To implement the directives of the IRMA Member Service Plan based on the IMAP Review conducted in April 2008. (First through fourth quarters)

Ongoing. With staff changes, 4th quarter we are reviewing the IMAP directives along with our IMAP self evaluation.

ADDITIONAL ACCOMPLISHMENTS

1. Staff Liaison to Cultural Inclusion and Diversity Committee. The committee participated in 6 community events and provided a donation to the Hanover Park Community Resource Coalition.
2. In the first 9 months of FY10, the Human Resources Department has processed 28 new hires, of which 14 positions were full-time, 29% were minority and 32% were female.
3. The Human Resources Department restructured the Village's health insurance program to reduce overall cost both to employee and employer.
4. Staff relocated department to lower level of Village Hall. Human Resources staff is now in one location and in closer proximity to the general employees.
5. Hosted an IPELRA seminar at the Village.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety

1. Purchase and implement a new Performance Appraisal system. The current software will no longer be supported after December 31, 2009.
2. Conduct recruitment for entry-level Police Officers (First quarter)
3. Conduct promotional testing for Battalion Chief (Third quarter)
4. Negotiate collective bargaining agreement with IAFF Firefighter/Paramedics and Teamsters Public Works (First quarter)
5. To meet the calendar year 2010 IRMA target frequency and experience member goals. (First through fourth quarters)
6. Complete the IRMA IMAP self evaluation and the directives of the IRMA Member Service Plan conducted in April 2008. (First through fourth quarters)

VII. Support and Enhance Staff Training & Service Capacity

7. Continue to develop a procedure manual for Human Resources operations. (First quarter)
8. Update, complete and upon Board approval, distribute the Personnel Rules and Regulations Handbook. (Second quarter)
9. Conduct mandatory employee training:
 - a. Cultural Diversity (Second quarter)
 - b. Customer Service (Third quarter)
 - c. Workplace Violence (Fourth quarter)

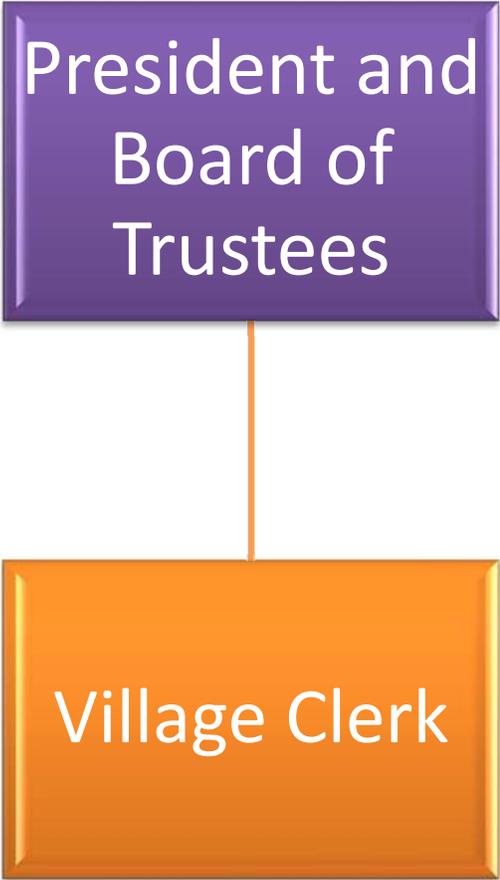
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0440 - Human Resources

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 177,852	\$ 191,578	\$ 191,093	\$ 205,812	\$ 175,950
1-12	Salaries-Part Time	3,996	-	-	-	14,014
1-21	Salaries-Overtime	542	666	500	2,900	750
1-41	State Retirement	18,492	18,338	19,882	21,342	20,182
1-42	Social Security	13,387	13,574	14,983	15,744	15,187
1-44	Employee Insurance	23,765	27,923	31,322	30,058	20,860
Total Personal Services		238,034	252,079	257,780	275,856	246,943
2-11	Office Supplies	1,626	2,863	1,800	1,800	1,800
2-13	Memberships/Subscriptions	1,272	1,546	1,855	1,855	1,860
2-14	Books/Publications/Maps	384	217	400	400	650
2-27	Materials & Supplies	3,836	2,141	600	600	600
2-90	Employee Recognition	30,913	34,709	35,436	35,436	33,446
2-99	Miscellaneous Expense	-	-	900	900	-
Total Commodities		38,031	41,476	40,991	40,991	38,356
3-12	Postage	2,061	1,093	1,000	1,056	1,000
3-32	M & R- Office Equipment	-	964	450	300	450
3-36	Maintenance Agreements	7,013	6,020	8,971	8,971	8,971
3-51	Equipment Rentals	5,441	1,927	5,500	5,500	5,500
3-61	Consulting Services	29,011	11,622	20,785	45,000	24,205
3-62	Legal Services	25,904	54,732	20,000	60,000	-
3-65	Medical Examinations	16,840	12,264	12,133	9,318	12,133
3-67	Legal Publications	20,360	8,354	15,000	10,460	10,000
3-70	Binding & Printing	-	3,544	-	-	-
3-71	Schools/Conf/Meetings	13,219	9,600	14,152	9,900	17,152
3-72	Transportation	1,026	1,217	1,100	700	1,100
Total Contractual Services		120,875	111,337	99,091	151,205	80,511
Total Operating Expenditures		396,940	404,892	397,862	468,052	365,810
Total Human Resources		\$ 396,940	\$ 404,892	\$ 397,862	\$ 468,052	\$ 365,810

460 – SPECIAL EVENTS



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, December - Village Holiday Tree Lighting, and April - Arbor Day. In addition, the Special Events Department coordinates the Community Appearance Awards and Deck the Homes Contests, the Youth of the Year Scholarship Program, the STAARS (STudent Artist and AuthoRS) Program, and groundbreaking and ribbon cutting ceremonies.

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

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

III. Strengthen Community Involvement and Participation.

1. Participate in the American Cancer Society's Relay for Life. (First quarter)

Completed.

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

Not Completed. Due to staffing changes at the Village, this event did not take place.

3. Reformat annual awards recognition event. (Third quarter)

Completed. For this past year's Awards Night event, appetizers were served instead of a sit-down dinner which provided a cost savings.

4. Continue the fleece blanket donation program. (Third quarter)

Not completed. Due to staffing changes at the Village, this program was not continued.

ADDITIONAL ACCOMPLISHMENTS

1. Hosted an Arbor Day to celebrate the "green movement" and 5th grade class at Greenbrook Elementary School and planted a second tree in memory of former Village Trustee Larry Byrne.
2. Held the Village's Fourth Annual Tree Lighting Ceremony.

2010 - 2011 OBJECTIVES

III. Strengthen Community Involvement and Participation.

1. Participate in the American Cancer Society's Relay for Life. (First quarter)

2. Host a “Touch a Truck” event in cooperation with the Hanover Park Park District. (First quarter)
3. Coordinate the Village’s semi-annual Maxwell Street event. (First and Second quarters)
4. Host a Tree Lighting Ceremony. (Third quarter)
5. Host an Arbor Day celebration at Parkwood Elementary School. (Fourth quarter)
6. Coordinate the STAARS Program . (First through Fourth Quarters)
7. Coordinate the Village’s Coffee with the Board events. (First through Fourth Quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0460 - Special Events

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-21	Salaries-Overtime	\$ -	\$ 19,997	\$ -	\$ -	\$ -
1-41	State Retirement	-	1,965	-	-	-
1-42	Social Security	-	1,522	-	-	-
Total Personal Services		-	23,484	-	-	-
3-12	Postage	-	-	200	200	200
3-70	Binding & Printing	2,743	3,489	2,000	2,000	2,000
3-71	Schools/Conf/Meetings	111	-	-	-	-
3-91	Special Events	90,616	217,627	23,200	15,000	17,000
Total Contractual Services		93,470	221,116	25,400	17,200	19,200
Total Operating Expenditures		93,470	244,600	25,400	17,200	19,200
Total Special Events		\$ 93,470	\$ 244,600	\$ 25,400	\$ 17,200	\$ 19,200

470 – INFORMATION TECHNOLOGY



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 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	2005	2006	2007	2008	2009
Number of Full Time Employees	2	2	2	3	3
Number of Full Time Employees Per 1,000 Population	.05	.05	.05	.08	.08
Total Information Technology Department Expenditures	\$280,121	\$274,117	\$297,151	\$323,227	\$422,817
Cost of Services Per Capita	\$7.32	\$7.16	\$7.76	\$8.44	\$11.05

2009 - 2010 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity

1. Implement new ERP system modules: Financials (GL, AP, AR) and payroll. Also start implementation of Water Billing and Community Development modules. (First through fourth quarters)

Not implemented. Due to drastic changes in economic climate and change in board priorities, this effort has been placed on indefinite hold until financial conditions better support an expense of this magnitude.

2. Replace 10 Police MDCs (one-third of the current inventory). (Second quarter)

Completed

3. Replace 30 aging Desktop PCs. (Fourth quarter)

Not implemented – no funding was provided in 2009-2010 budget.

4. Replace three older servers. (Second quarter)

Partially complete – only two servers were funded in the 2009-2010 budget and were replaced this year.

5. Expand email access to all employees. (First through fourth quarters)

Not implemented – no funding was provided in 2009-2010 budget.

6. Implement Blackberry devices for both IT staff personnel to improve communication and scheduling. (First quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. Due to manpower changes this fiscal year, the IT Department has taken on a great deal of new responsibilities without increasing staffing levels or sacrificing service levels. These new tasks include:

- Public relations and communication tasks including maintenance of the cable channel programming, sitting on the Editorial Review Committee and publishing of the Hi-Lighter newsletter.
- Taken over the support, billing, repair and contract negotiations for all of the village's desktop phone systems.
- Taken over the support, billing, purchase, repair and contract negotiations of all village-owned wireless phones, including cell phones, smartphones and wireless broadband cards in emergency vehicles.
- Taken over support, maintenance and contract negotiations of village microwave and fiber optic infrastructure.

2. Overall, the IT Department has reduced its discretionary (non-salary) operating costs by 16% (over \$28,000) this fiscal year by closing monitoring expenses, eliminating need for third-party services/vendors and looking for better value in services and goods while expanding and improving the level of quality and service to all village departments and residents.

3. IT has eliminated over \$100,000 in consulting and professional services expenses in the past two years by performing all work in-house.

4. Assisted in the development and implementation of the village's new e-Alerts and e-News systems.

5. Implemented and supported the roll-out of 20 Blackberry smartphones.

6. IT has taken over and successfully completed the roll-out of 83 new Voice Over IP (VOIP) phones village-wide.

7. Working closely with Public Works, a Nextel Amplification System was installed at Village Hall, Police, Fire and Public Works facilities to provide proper cellular coverage for first-responders within buildings.

8. Changed service and support contract for IBM iSeries AS/400 equipment to a more cost-effective third-party, providing a savings of 32%, or nearly \$10,000, annually.

9. Replaced all aging and failing cell phones village-wide to improve communication reliability.
10. Provided assistance to Village Clerk's office during transition period to ensure minimal negative impact on operations.
11. Implemented a web-based employee portal to provide simple access to village information and services. This portal has been extended to emergency vehicles as well.
12. Assisted Police in the testing and evaluation of digital in-car video recording systems.
13. Migrated all existing Lotus Notes users to our new Microsoft Exchange email server.
14. Extended network services to Evergreen Water Tower and the Sewer Treatment Plant to provide access to village email and computer resources at those locations.
15. Assisted Public Works in the repair and replacement of the Anne Fox Grate camera that was damaged in a storm.
16. Started the redesign of the village's web site to improve the content and layout

2010 - 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity

1. Review printer usage, placements and processes village-wide to reduce the number of printers needed and reduce the amount of printed output to lower costs and reduce paper waste. (First through fourth quarters)
2. Replace 10 Police MDCs (one-third of the current inventory). (Second quarter)
3. Replace 5 Fire MDCs (one-half of the current inventory) (Second quarter)
4. Replace 18 aging Desktop PCs. (Fourth quarter)
5. Replace three older servers. (Second quarter)
6. Expand email access to all employees. (First through fourth quarters)
7. Support new Police building construction to ensure smooth integration with existing network and resources. (First through fourth quarters)
8. 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)
9. Implement 3 new touch screen tablet computers in the ambulances to provide for automated reporting with the hospitals and provide signature capture on electronic forms. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

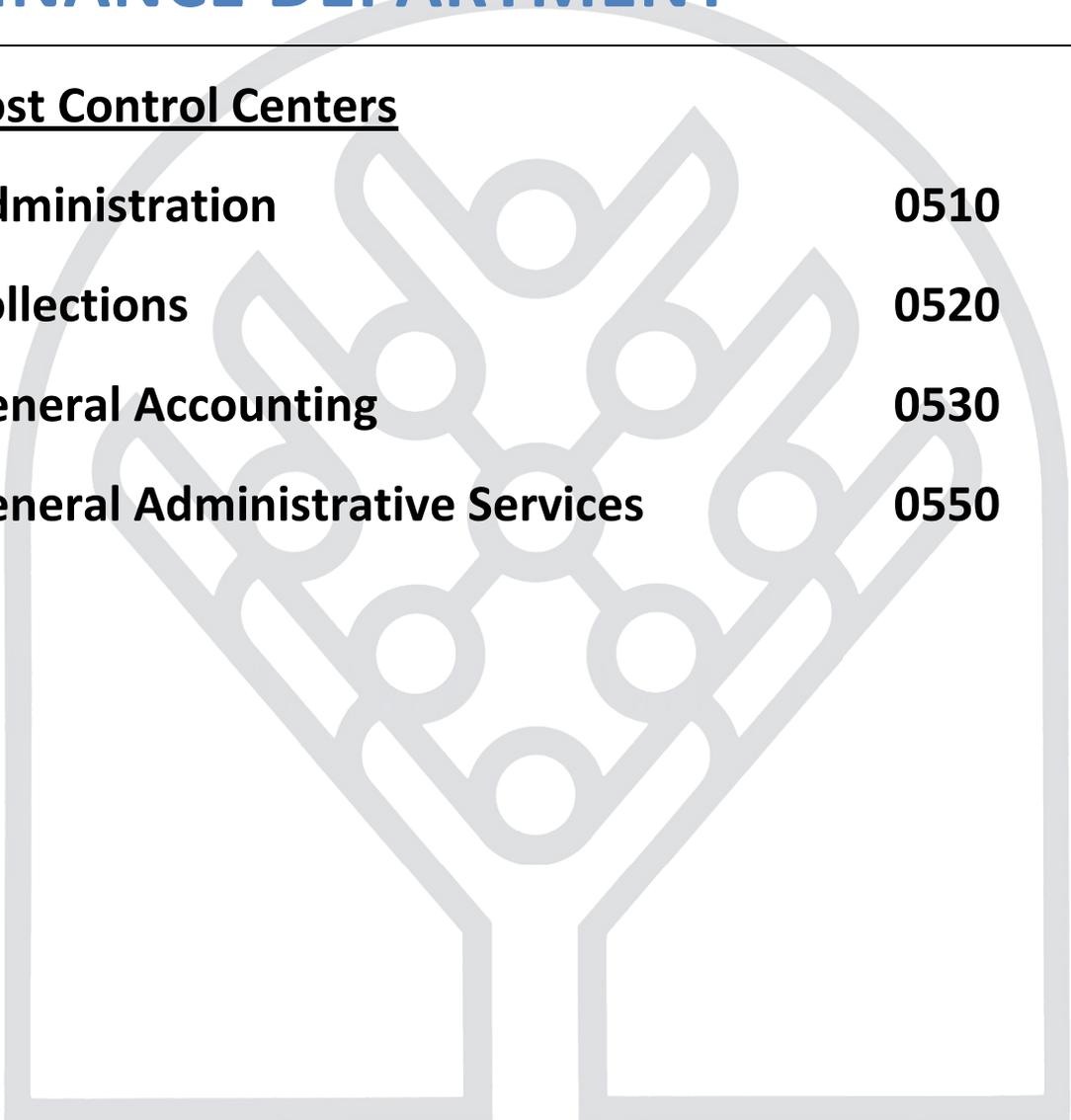
Department 0470 - Information Technology

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 131,775	\$ 216,834	\$ 184,123	\$ 200,000	\$ 185,110
1-21	Salaries-Overtime	3,823	713	4,000	4,000	4,000
1-41	State Retirement	12,733	19,965	19,091	19,091	20,555
1-42	Social Security	9,600	15,506	14,391	14,391	14,467
1-44	Employee Insurance	16,700	38,172	38,706	25,000	40,260
Total Personal Services		174,631	291,190	260,311	262,482	264,392
2-11	Office Supplies	48,369	50,500	55,430	58,000	55,430
2-13	Memberships/Subscriptions	598	730	990	990	990
2-14	Books/Publications/Maps	-	172	200	308	200
2-27	Materials & Supplies	6,996	4,511	6,000	7,540	6,000
2-34	Small Tools	2,315	2,007	600	600	600
Total Commodities		58,278	57,920	63,220	67,438	63,220
3-11	Telephone	-	-	-	-	89,182
3-12	Postage	28	15	25	120	12,195
3-32	M & R - Office Equipment	1,657	324	1,500	1,500	1,500
3-36	Maintenance Agreements	60,749	68,102	76,628	70,000	76,988
3-54	AS/400 Computer	14,993	-	-	-	-
3-61	Consulting Services	12,036	1,640	10,000	34	10,000
3-70	Binding & Printing	-	-	-	-	28,600
3-71	Schools/Conf/Meetings	555	2,795	20,000	9,000	12,000
3-72	Transportation	-	37	1,000	200	1,000
3-99	Miscellaneous Expen.	300	794	450	450	450
Total Contractual Services		90,318	73,707	109,603	81,304	231,915
Total Operating Expenditures		323,227	422,817	433,134	411,224	559,527
Total Information Technology		\$ 323,227	\$ 422,817	\$ 433,134	\$ 411,224	\$ 559,527

FINANCE DEPARTMENT

Cost Control Centers

Administration	0510
Collections	0520
General Accounting	0530
General Administrative Services	0550



Hanover Park

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	2005	2006	2007	2008	2009
Number of Full Time Employees	12	12	12	13	12
Number of Part Time Employees	2	2	0	0	0
Number of Full Time Employees Per 1,000 Population	.31	.31	.31	.34	.31
Total Finance Department Expenditures	\$930,407	\$1,183,614	\$941,230	\$1,069,403	\$1,291,023
Cost of Services Per Capita	\$24.31	\$30.92	\$24.59	\$27.94	\$33.73

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax.

1. Revise internal control flowcharts based on procedural changes. (First quarter)

This project was completed.

2. Investigate the use of CDARS (Certificate of Deposit Account Registry Service) as an investment alternative. (First quarter)

A CDARS agreement was signed with First Eagle Bank.

3. Prepare written procedures and policies for compliance with the Internal Revenue Service's general obligation bond post issuance requirements to retain tax exempt status. (Second quarter)

This will be carried forward to next fiscal year.

VII. Support and Enhance Staff Training and Service Capacity.

4. Continue the preparation of the Finance Director Procedure manual including a budget, annual audit and pension section. (First through fourth quarters)

This will be carried forward to next fiscal year.

5. Prepare a detailed procedures manual for the receptionist position. Review procedures and make recommendations for change. (First through third quarter)

This will be carried forward to next fiscal year.

6. Pending the review of our financial accounting software, research report writing and query software options with the assistance of the Chief Information Officer to be used in conjunction with our accounting software. (First quarter)

This project was completed. We have decided to use Microsoft Access to connect with our data and build new reports.

7. Pending the approval of MUNIS for our new financial accounting software, work with Information Technology and MUNIS to transition from HTE to MUNIS and develop new policies and procedures. (First through fourth quarters)

The MUNIS project has been placed on hold for the foreseeable future.

ADDITIONAL ACCOMPLISHMENTS

1. The Village received the Government Finance Officers Association Certificate of Achievement for Excellence in Financial Reporting award for Fiscal Year 2009.
2. The Village received the Government Finance Officers Association Distinguished Budget Award for Fiscal Year 2010.
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, 2009.
4. A Finance Committee consisting of two Trustees and one resident was formed.

2010 - 2011 OBJECTIVES

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax.

1. Prepare written procedures and policies for compliance with the Internal Revenue Service's general obligation bond post issuance requirements to retain tax exempt status. (Second quarter)
2. Perform a complete analysis of the Central Equipment Fund, including funding level, vehicle replacement schedule, vehicle replacement cost and total vehicle fleet capacity. (First through second quarters)

VII. Support and Enhance Staff Training and Service Capacity.

3. Continue the preparation of the Finance Director Procedure manual including a budget, annual audit and pension section. (First through fourth quarters)
4. Prepare a detailed procedures manual for the receptionist position. Review procedures and make recommendations for change. (First through third quarter)
5. Revise the daily, weekly and monthly essential task schedule for the Finance Director and Assistant Finance Director to improve internal management. (First through fourth quarters)
6. Due to the MUNIS conversion being placed on indefinite hold, review HTE to ascertain the remaining useful life of the current software version and the hardware needed to run the software and present the findings to the Finance Committee. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0510 - Finance Administration

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 166,641	\$ 165,293	\$ 161,861	\$ 155,617	\$ 139,745
1-21	Salaries-Overtime	7	21	200	16	-
1-41	State Retirement	16,407	15,729	16,713	15,476	15,488
1-42	Social Security	11,509	11,638	12,635	12,128	10,940
1-44	Employee Insurance	19,577	22,585	25,248	30,000	33,767
Total Personal Services		214,141	215,266	216,657	213,237	199,940
2-11	Office Supplies	712	565	750	600	750
2-13	Memberships/Subscriptions	1,153	1,080	1,495	1,450	1,885
2-14	Books/Publications/Maps	203	455	420	333	375
2-99	Miscellaneous Expen.	-	-	25	-	-
Total Commodities		2,068	2,100	2,690	2,383	3,010
3-32	M & R - Office Equipment	-	-	50	-	-
3-36	Maintenance Agreements	65	65	65	200	65
3-51	Equipment Rentals	-	-	11,529	13,023	15,939
3-61	Consulting Services	6,370	2,300	9,330	9,584	2,700
3-71	Schools/Conf/Meetings	4,217	4,520	4,100	3,587	3,850
3-72	Transportation	629	431	960	960	920
3-99	Miscellaneous Expen.	4,271	4,966	6,000	3,000	4,000
Total Contractual Services		15,552	12,282	32,034	30,354	27,474
Total Operating Expenditures		231,761	229,648	251,381	245,974	230,424
Total Finance Administration		\$ 231,761	\$ 229,648	\$ 251,381	\$ 245,974	\$ 230,424

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 to all; and to strive for self-improvement in all areas of responsibility.

DESCRIPTION OF FUNCTIONS

This division is responsible for the collection of all 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	2005	2006	2007	2008	2009
Animal Licenses	441	438	370	284	247
Parking Tickets Paid	9,955	10,138	7,815	8,005	6,040
Monthly Commuter Parking Permits	8,277	8,669	9,483	9,590	9,714
Contractor and Business Licenses	792	1,068	675	874	720
Real Estate Transfer Tax Stamps	1,504	1,290	1,013	729	738
Water Bill Payments Collected	63,615	63,167	60,552	63,276	62,082
Yard Waste Stickers	6,394	7,538	8,614	6,926	7,685
Parking Tickets Entered	18,854	17,823	13,554	12,299	10,544
Mediation Requests Processed	2,465	2,308	1,517	1,513	1,469
Tickets sent to Collections	4,844	5,814	4,161	4,023	3,012
Vehicles Placed on Boot List	140	208	129	119	120

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Support and Enhance Staff Training and Service Capacity.

1. Review the feasibility of monthly water and sewer billing. (Second through fourth quarters)

The cost of printing and mailing monthly bills outweighs the customer service benefits at this time.

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)

The project was started by meeting with a representative from the State of Illinois, but will be carried forward to next year.

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

This will be carried forward to next year.

4. Prepare a collections division procedures manual. Review and revise procedures as necessary. (First through third quarters)

This will be carried forward to next year.

5. Investigate the acceptance of payments at other locations in the Village. (First through fourth quarters)

No other businesses have expressed an interest in becoming a payment location.

6. Investigate the use of an alternative site for online payments without charging a fee to the customer. (First and second quarters)

We are currently waiting for our utility bill printing company to present a plan for providing an online credit card acceptance program on our website. This will be carried forward to next year.

7. Examine the feasibility of using remote deposit for processing checks deposited. (First quarter)

This project was completed. We currently utilize remote deposit for a large majority of our water bill payments.

ADDITIONAL ACCOMPLISHMENTS

1. The process for sending overdue parking tickets to our collection agency was changed to utilize a spreadsheet and email and resulted in a lower collection agency fee.

2010 - 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity.

1. 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)
2. Prepare a Request for Proposal for collection agency services. (Third quarter)
3. Prepare a collections division procedures manual. Review and revise procedures as necessary. (First through third quarters)
4. Investigate the use of an alternative plan for an online credit card payment acceptance program on our website without charging a fee to the customer. (First and second quarters)
5. 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 quarters)

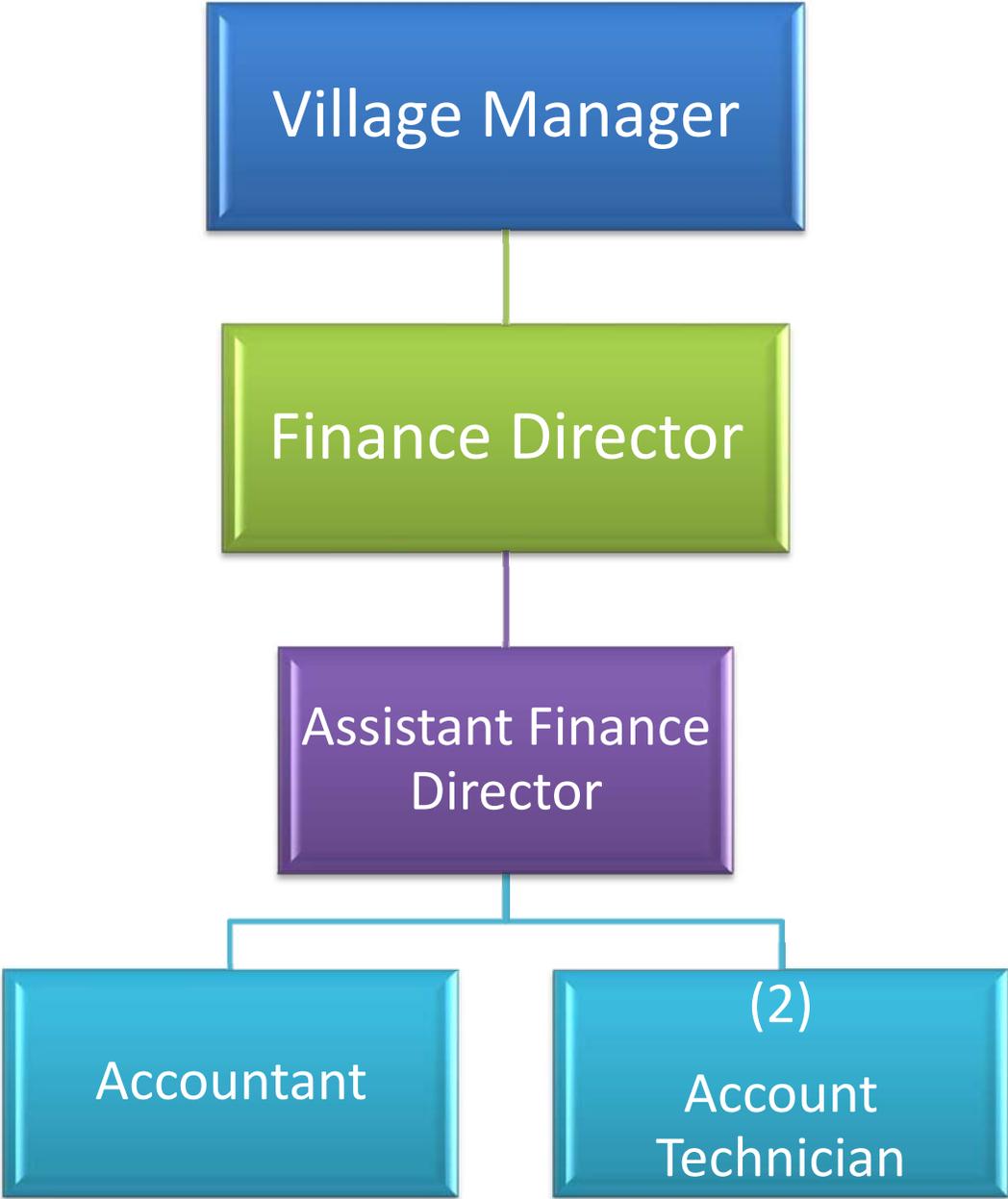
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0520 - Collections

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 131,772	\$ 93,872	\$ 100,049	\$ 99,805	\$ 101,993
1-12	Salaries-Part Time	(980)	-	-	-	-
1-21	Overtime Compensation	-	54	-	100	100
1-41	State Retirement	13,629	10,078	10,640	10,000	11,607
1-42	Social Security	10,211	8,117	8,017	8,000	8,165
1-44	Employee Insurance	24,319	14,774	14,388	20,000	24,048
Total Personal Services		178,951	126,895	133,094	137,905	145,913
2-11	Office Supplies	7,777	8,800	12,000	12,000	11,775
Total Commodities		7,777	8,800	12,000	12,000	11,775
3-12	Postage	4,665	3,956	5,000	3,958	5,000
3-36	Maintenance Agreements	161	173	65	65	665
3-37	M & R - Other Equipment	199	-	-	-	-
3-71	Schools/Conf/Meetings	-	-	700	307	700
3-72	Transportation	-	-	80	10	80
Total Contractual Services		5,025	4,129	5,845	4,340	6,445
Total Operating Expenditures		191,753	139,824	150,939	154,245	164,133
Total Collections		\$ 191,753	\$ 139,824	\$ 150,939	\$ 154,245	\$ 164,133

530 – GENERAL ACCOUNTING



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	2005	2006	2007	2008	2009
Number of Invoices Processed	9,822	9,253	9,546	10,259	9,385
Number of Purchase Orders Processed	242	251	276	448	234
Number of Checks Issued	4,495	4,365	4,216	5,162	4,175

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Support and Enhance Staff Training and Service Capacity.

1. Complete the detailed procedures manual for the accounts receivable and accounts payable positions. Evaluate job responsibilities and procedures and make revisions as necessary. (Third quarter)

The accounts payable manual was updated. The accounts receivable manual will be carried forward to next fiscal year.

2. Complete a detailed procedures manual for the accountant position. (First quarter)

This will be carried forward to next fiscal year.

3. Investigate new services such as ACH vendor payments, emailing of remittance advices, emailing of employee direct deposit forms and news ways to print forms such as Purchase Orders. (First quarter)

A change in the printing of Purchase Orders was completed. ACH vendor payments, emailing of remittance advices and direct deposit forms will be carried forward to next fiscal year.

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, 2009.
2. The Finance Department assisted in the completion of the audit of the Fiscal Year Ended April 30, 2009. Numerous spreadsheets were prepared and considerable assistance was provided to the firm of Lauterbach and Amen.

3. Finance staff attended the local HTE conference held in Oak Brook.
4. Accounts with Fifth Third Bank were opened for Accounts Payable, Payroll and an Operating Account. New services such as Payee Positive Pay and enhanced online access to our accounts were implemented.

2010 - 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity.

1. Complete the detailed procedures manual for the accounts payable position. Evaluate job responsibilities and procedures and make revisions as necessary. (Third quarter)
2. Complete a detailed procedures manual for the accountant position. (Second quarter)
3. Investigate new services such as ACH vendor payments, emailing of remittance advices and emailing of employee direct deposit forms and present them to the Finance Committee. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0530 - General Accounting

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 97,891	\$ 105,173	\$ 100,852	\$ 100,694	\$ 102,874
1-21	Salaries-Overtime	25	-	250	170	250
1-41	State Retirement	9,694	9,675	10,616	10,224	11,580
1-42	Social Security	7,258	7,618	8,001	8,008	8,156
1-44	Employee Insurance	12,506	13,152	14,200	13,100	13,434
Total Personal Services		127,374	135,618	133,919	132,196	136,294
2-11	Office Supplies	337	983	750	750	1,025
2-13	Memberships/Subscriptions	195	220	240	240	240
2-14	Books/Publications/Maps	99	-	100	-	100
2-99	Miscellaneous Expen.	-	-	25	-	-
Total Commodities		631	1,203	1,115	990	1,365
3-12	Postage	2,564	2,939	3,195	2,900	3,195
3-32	M & R - Office Equipment	-	-	100	-	-
3-36	Maintenance Agreements	1,016	1,497	1,240	1,200	915
3-51	Equipment Rentals	600	600	600	589	600
3-61	Consulting Services	-	-	300	-	-
3-63	Auditing Services	17,965	18,312	19,500	19,500	20,200
3-70	Binding & Printing	1,081	935	1,580	1,334	1,900
3-71	Schools/Conf/Meetings	325	150	525	345	525
3-72	Transportation	79	22	105	85	105
3-96	Collection Fee Service	-	-	300	150	300
3-99	Miscellaneous Expen.	6,907	6,093	7,200	7,480	8,900
Total Contractual Services		30,537	30,548	34,645	33,583	36,640
Total Operating Expenditures		158,542	167,369	169,679	166,769	174,299
Total General Accounting		\$ 158,542	\$ 167,369	\$ 169,679	\$ 166,769	\$ 174,299

550 – GENERAL ADMINISTRATIVE SERVICES



VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2011

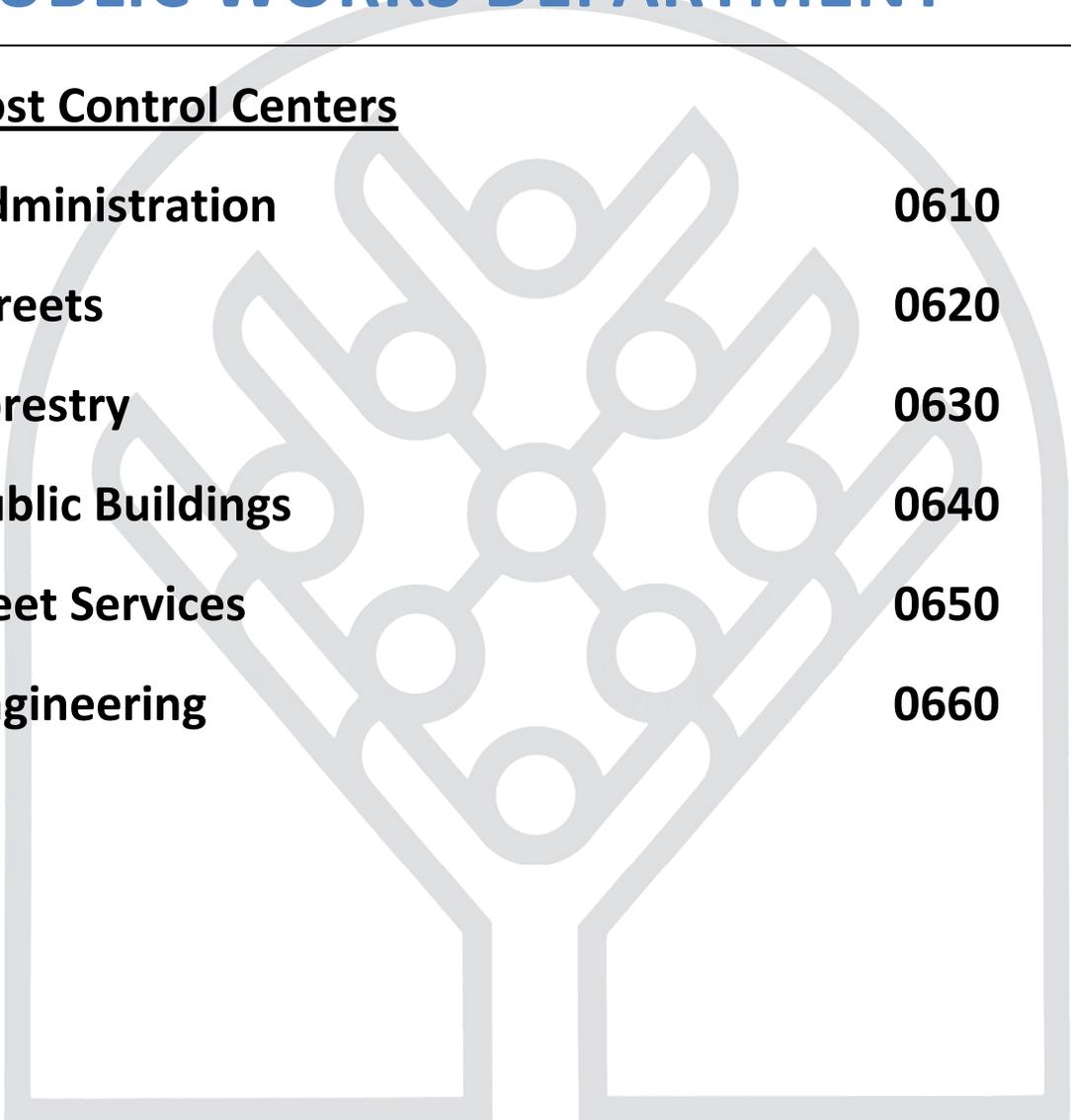
Fund 001 - General Fund

Department 0550 - Administrative Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ -	\$ -	\$ 187,745	\$ -	\$ 111,394
1-27	Language Proficiency	9,356	17,675	34,775	14,920	19,220
1-41	State Retirement	-	(30)	3,528	-	4,638
1-42	Social Security	-	-	15,670	-	6,118
1-45	Special Pension	47,000	52,470	56,164	40,865	39,108
1-46	Unempl Compensation	32,730	12,929	24,983	12,000	24,780
Total Personal Services		89,086	83,044	322,865	67,785	205,258
3-11	Telephone	25,661	24,333	41,715	37,475	-
3-14	Natural Gas	2,208	7,553	6,450	2,952	7,950
3-21	Liability Insurance Program	356,389	494,473	578,162	525,972	621,210
3-51	Equipment Rentals	11,495	13,273	-	-	-
3-53	Furn & Equipment Replace	25,000	25,000	25,000	25,000	20,000
3-56	Fence Escrow	29,582	33,153	35,464	35,464	37,837
3-62	Legal Services	-	-	-	-	272,650
3-83	Shelter Inc	3,000	3,000	3,000	3,000	3,000
3-85	Miscellaneous Programs	-	-	3,000	2,600	15,000
3-87	PACE Bus Service	-	5,732	24,000	13,285	24,000
3-88	Pk Dist Youth Programs	2,500	2,575	4,000	4,000	4,000
3-95	WAYS	2,000	2,000	2,000	2,000	2,000
3-98	Contingency	-	118,200	10,000	10,000	10,000
Total Contractual Services		457,835	729,292	732,791	661,748	1,017,647
Total Operating Expenditures		546,921	812,336	1,055,656	729,533	1,222,905
12-31	Transfer to Gen Capital Proj	861,380	516,151	514,947	394,003	595,987
12-37	Transfer to TIF #4	653,000	-	-	-	-
12-39	Transfer to Municipal Building	800,000	200,000	600,000	600,000	-
Total Interfund Transfers		2,314,380	716,151	1,114,947	994,003	595,987
Total Other Expenditures		2,314,380	716,151	1,114,947	994,003	595,987
Total Administrative Services		\$ 2,861,301	\$ 1,528,487	\$ 2,170,603	\$ 1,723,536	\$ 1,818,892

PUBLIC WORKS DEPARTMENT

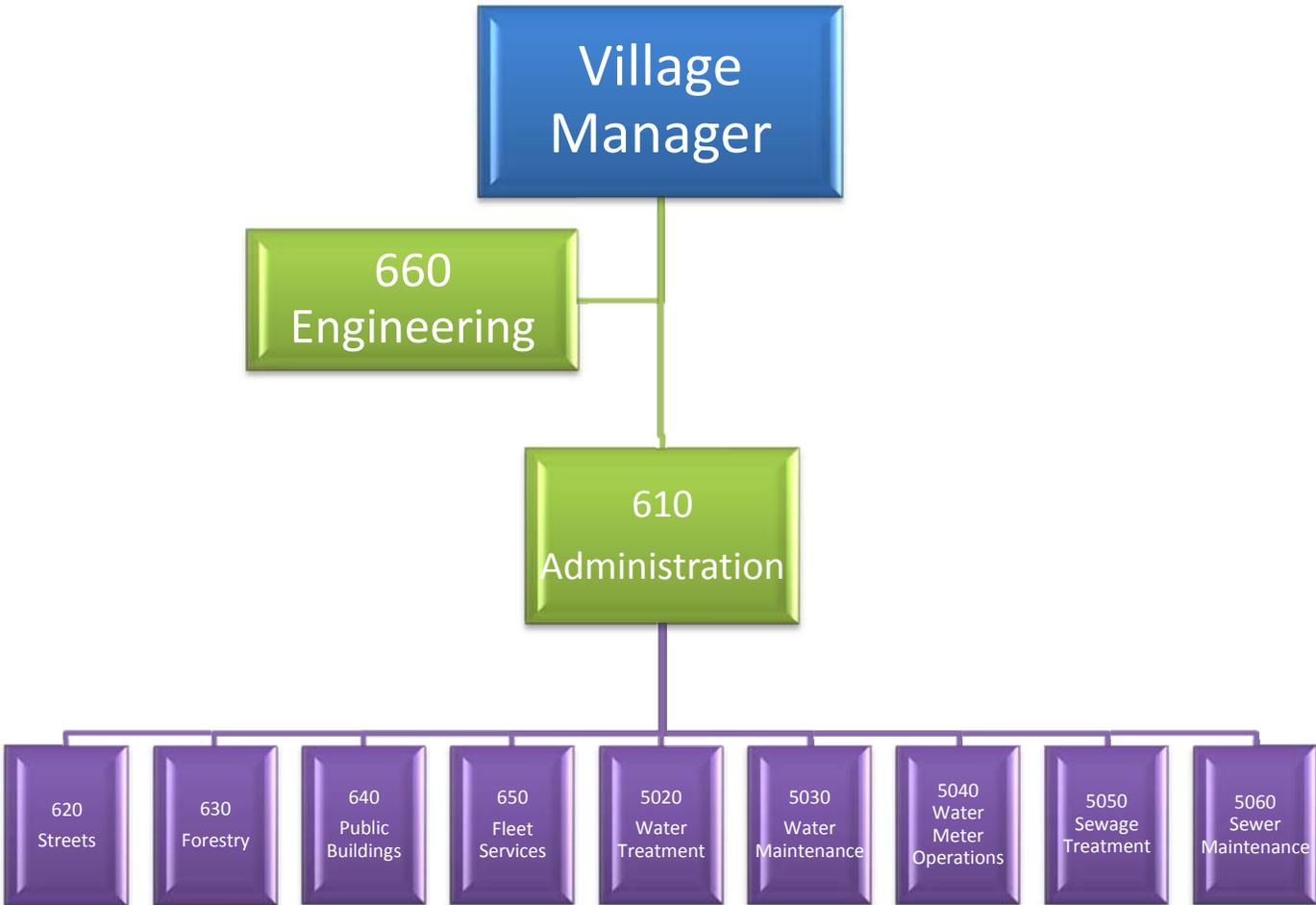
Cost Control Centers



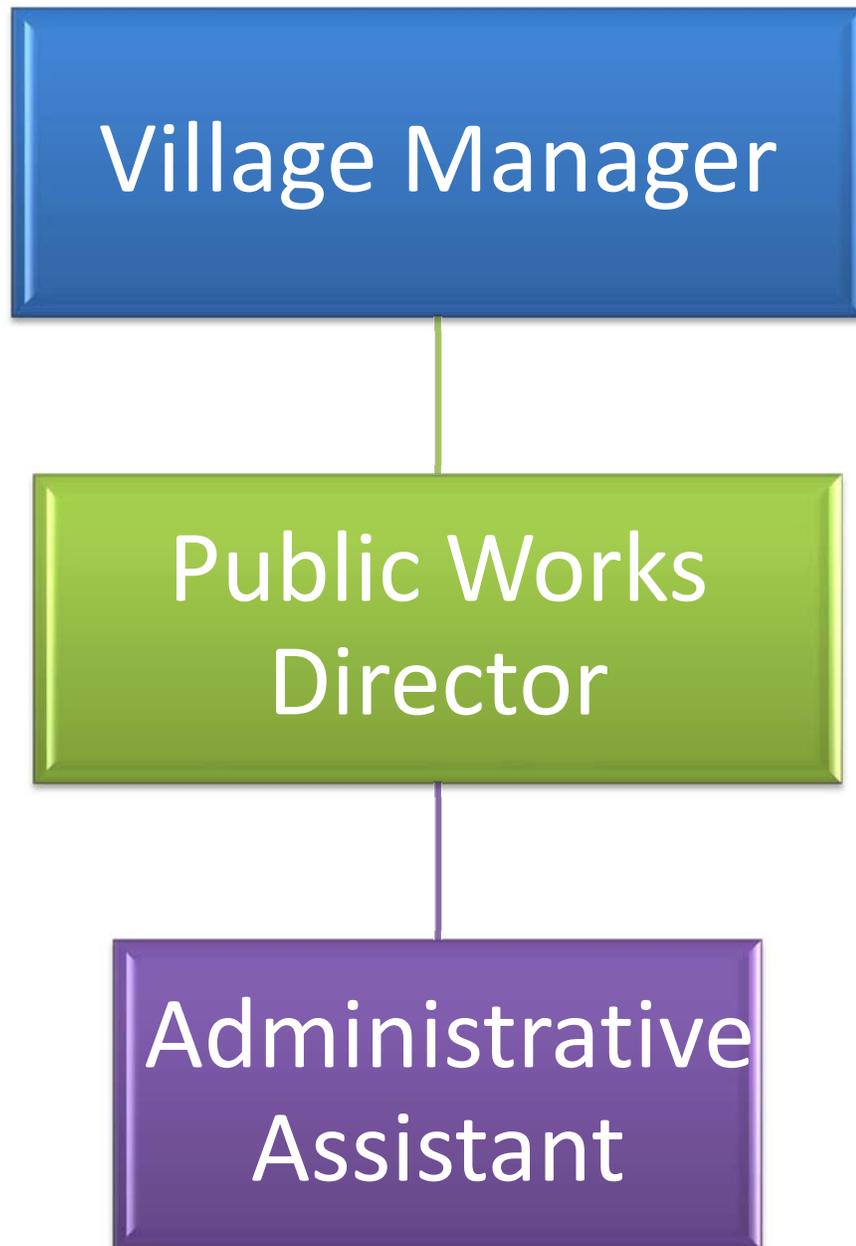
Administration	0610
Streets	0620
Forestry	0630
Public Buildings	0640
Fleet Services	0650
Engineering	0660

Hanover Park

ORGANIZATION OF THE PUBLIC WORKS DEPARTMENT



610 – ADMINISTRATION



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	2005	2006	2007	2008	2009
Number of Full Time Employees	44	44	44	44	43
Number of Part Time Employees	4	4	4	4	4
Number of Full Time Employees Per 1,000 Population	1.13	1.15	1.15	1.15	1.15
Public Works Department Insurance Claims:					
Total Worker Compensation Claims	2	10	8	6	6
Worker Compensation Losses	\$37,664	\$79,461	\$186,336	\$77,494	\$11,635
All Other Claims	13	10	16	25	25
Non Worker Compensation Losses	\$104,786	\$17,610	\$49,346	\$41,799	\$59,495
Total Claims	15	20	24	31	31
Total Losses	\$142,450	\$97,071	\$235,682	\$119,293	\$71,130
Total Expenditures	\$2,471,206	\$2,571,833	\$2,769,315	\$3,331,597	\$3,263,408
Cost of Services Per Capita	\$64.56	\$67.19	\$72.35	\$87.04	\$85.26

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Continue to develop new Police Station/Village Hall project scope of work including: (Ongoing)
 - a. Final Space Needs Program
 - b. Overall Project Cost
 - c. Funding Strategy

Village is moving forward with the design of the new Police Station.

2. Participate in union contract negotiations. (Second quarter)

Negotiations begin in December.

VIII. Support Environmental Initiatives

3. Continue to implement Clean Air Counts program including diesel retrofit, gas can turn in, and lawn mower turn in. (Fourth quarter)

Ongoing.

4. Review operations for ways to increase efficiency. (Second quarter)

Ongoing.

ADDITIONAL ACCOMPLISHMENTS

1. Obtained RTA Subregional Planning Grant.

2010 – 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Coordinate construction of new salt dome. (First quarter)
2. Oversee Police Station construction project. (First quarter)

RISK MANAGEMENT PROGRAM

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Support and Enhance Staff Training and Service Capacity

1. Goals will be based on IRMA recommendations. (Ongoing)

Completed lift truck and back safety training.

2010 – 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity

1. Complete bloodborne pathogen training. (Third quarter)
2. Update fall protection procedures. (Third quarter)
3. Develop occupational noise exposure program. (Second quarter)

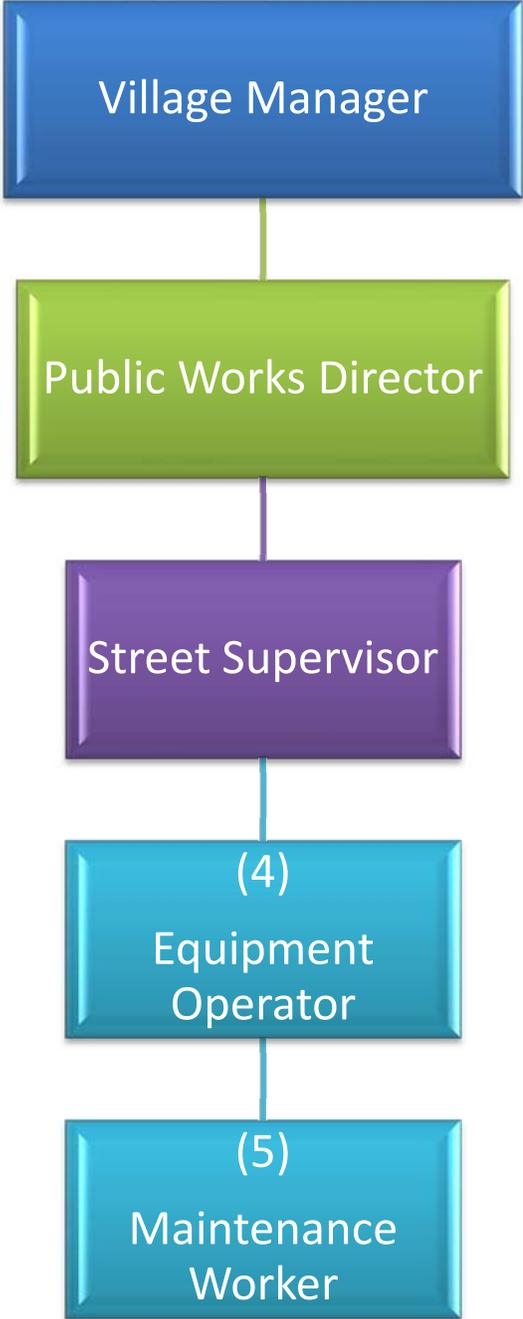
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0610 - Public Works Administration

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 108,668	\$ 113,955	\$ 96,494	\$ 97,153	\$ 96,146
1-21	Salaries-Overtime	35	-	100	305	100
1-41	State Retirement	10,406	10,307	11,487	10,013	10,470
1-42	Social Security	7,320	7,637	8,646	7,875	7,355
1-44	Employee Insurance	23,597	25,949	23,392	23,145	21,664
Total Personal Services		150,026	157,848	140,119	138,491	135,735
2-11	Office Supplies	1,343	897	1,400	1,200	1,370
2-13	Memberships/Subscriptions	405	3,858	2,015	2,423	2,165
2-14	Books/Publications/Maps	-	-	50	50	50
2-21	Gasoline & Lube	398	553	540	574	625
Total Commodities		2,146	5,308	4,005	4,247	4,210
3-12	Postage	270	418	400	440	400
3-32	M & R - Office Equipment	-	-	50	26	50
3-33	M & R - Comm Equipment	-	-	50	26	-
3-36	Maintenance Agreements	683	595	1,000	1,000	1,030
3-51	Equipment Rentals	1,322	1,133	1,133	1,133	1,133
3-71	Schools/Conf/Meetings	851	644	2,295	1,800	2,320
3-72	Transportation	22	68	190	150	300
3-89	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000
Total Contractual Services		4,148	3,858	6,118	5,575	6,233
Total Operating Expenditures		156,320	167,014	150,242	148,313	146,178
Total Public Works Administration		\$ 156,320	\$ 167,014	\$ 150,242	\$ 148,313	\$ 146,178

620 – STREET DEPARTMENT



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 340 basins and 42,760 linear feet of pipe to date.

Provide rapid removal of graffiti utilizing in-house forces.

Provide contract administration to remove and replace 22,000 square feet of public sidewalk and 2,000 linear feet of curb and gutter.

Provide contract administration for the installation of 30,000 pounds of crack seal material with emphasis on previous year's overlay program areas.

Provide contract administration for the installation of 17,000 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.

Continue with the 50/50 cost share program for replacement of curb, gutter, and public sidewalk to assist residents during reconstruction of their driveways. Assisted 17 residents for a total cost of \$8,619 to date.

PERFORMANCE ACTIVITIES AND MEASURES

Description of Measurement	2005	2006	2007	2008	2009
Miles of Streets	99.36	99.36	99.36	99.36	99.36
Miles of Public Sidewalks	154.04	154.66	154.84	155.13	155.13
Miles of Storm Sewer	108.48	109.58	110.41	111.60	112.1
Number of Storm Sewer Structures	6,110	6,184	6,237	6,317	6,358
Number of Streetlight Poles	1,041	1,076	1,081	1,086	1,090
Cost of Annual Resurfacing Program	\$672,363	\$630,085	\$553,835	\$584,161	\$563,027
Street Division Graffiti Removal	166	233	179	142	99
Sidewalk Replaced (sq. ft.)	24,667	22,511	21,148	17,629	18,377
Curb and Gutter Replaced (lin. ft.)	1,561	2,421	2,045	2,400	2,495
Crack Sealing (lbs. installed)	27,420	24,910	24,900	0	29,400
Thermoplastic Pavement Markings (lin. ft. installed)	25,822	31,383	23,450	15,082	18,018
Number of Storm Sewer Basins Rebuilt	17	19	22	16	22

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Continue to provide maintenance and cleaning of the Anne Fox grate to prevent flooding. (Fourth quarter)

Ongoing.

2. Provide input for relocated salt storage and anti-icing liquid facility. (Second quarter)

Completed in the second quarter. Storage dome on hold pending construction of new Police Station. Liquid tanks and brine making system installed and operational.

VIII. Support Environmental Issues

3. Erosion control study and repair of the West Branch of the DuPage River north of Walnut Avenue at Longmeadow Lane. (Fourth quarter)

To be completed in the fourth quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Contractual removal and replacement of 14 downward sloping driveways to help with possible flooding.
2. Added additional drainage in the Highlands to help with flooding.
3. Made corrections to the drainage pond on Park District property to help with Church Street drainage.
4. Installed five concrete pads at Commuter Lot for new bike racks.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Coordinate the design and construction of the new salt dome. (Second quarter)

VIII. Support Environmental Issues

2. Contractual repairs to the West Branch of the DuPage River as noted in the FY10 study. (Third quarter)

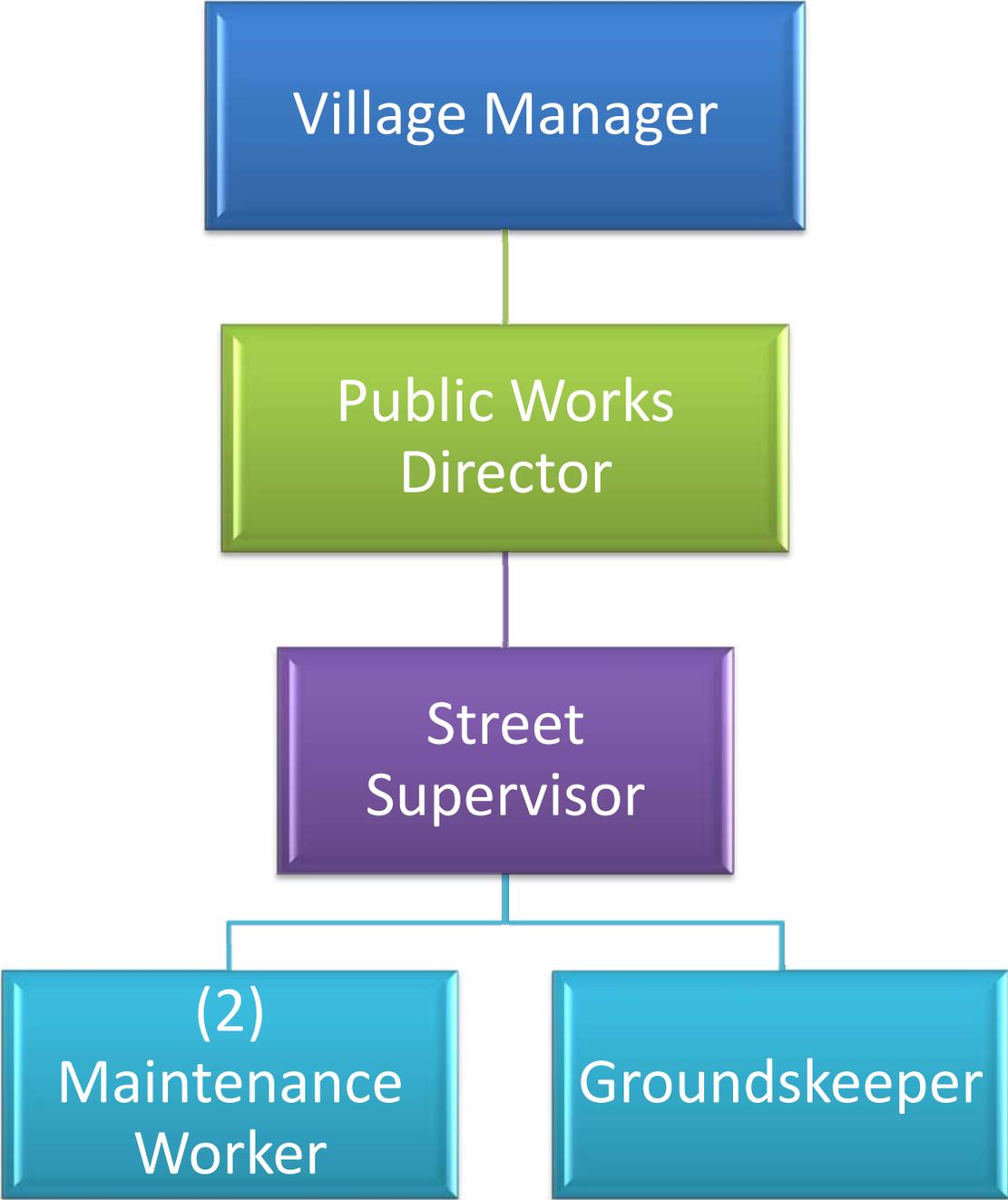
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0620 - Streets

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 417,259	\$ 404,541	\$ 448,603	\$ 448,603	\$ 449,545
1-12	Salaries-Part Time	11,872	12,878	16,400	11,643	14,688
1-21	Salaries-Overtime	71,149	73,361	30,000	53,000	30,000
1-28	On-Call Premium Pay	2,305	2,251	4,224	3,000	4,224
1-41	State Retirement	49,145	45,584	49,249	49,249	52,657
1-42	Social Security	37,792	36,974	35,986	38,000	35,927
1-44	Employee Insurance	106,203	109,334	118,244	118,244	112,878
Total Personal Services		695,725	684,923	702,706	721,739	699,919
2-11	Office Supplies	31	67	100	100	100
2-13	Memberships/Subscriptions	110	368	315	315	245
2-14	Books/Publications/Maps	-	-	50	25	50
2-21	Gasoline & Lube	43,120	36,915	45,275	28,442	39,575
2-27	Materials & Supplies	117,037	86,210	101,292	101,000	86,292
2-31	Uniforms	2,347	1,999	3,800	3,800	3,800
2-33	Safety & Protective Equip	3,294	4,889	3,872	3,800	3,872
2-34	Small Tools	492	348	1,800	1,800	1,800
2-99	Miscellaneous Expen.	152	208	100	100	100
Total Commodities		166,583	131,004	156,604	139,382	135,834
3-33	M & R - Comm Equipment	-	-	75	-	75
3-35	M & R - Streets & Bridges	178,883	179,512	215,000	200,000	125,000
3-37	M & R - Other Equipment	-	-	300	200	300
3-39	M & R - Accident Claims	-	-	-	-	10,000
3-51	Equipment Rentals	-	-	100	50	100
3-52	Vehicle Maint & Replace	147,364	101,741	115,236	115,236	-
3-71	Schools/Conf/Meetings	1,960	3,490	2,175	2,175	2,175
3-72	Transportation	-	60	360	360	360
Total Contractual Services		328,207	284,803	333,246	318,021	138,010
Total Operating Expenditures		1,190,515	1,100,730	1,192,556	1,179,142	973,763
Total Streets		\$ 1,190,515	\$ 1,100,730	\$ 1,192,556	\$ 1,179,142	\$ 973,763

630 – FORESTRY DEPARTMENT



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	2005	2006	2007	2008	2009
Number of Parkway Trees Planted	33	36	12	38	42
Number of Parkway Trees Trimmed:					
Contractual	1,537	1,761	1,734	1,324	1,622
In-House	639	696	709	400	372
Brush Pickup Program (Cubic Yards Collected)	2,051	2,205	2,314	1,593	1,660
Annual Cost	\$68,452	\$67,447	\$70,946	\$57,188	\$58,607
Cost per Cubic Yard Collected	\$33.38	\$30.59	\$30.66	\$35.90	\$35.30
Leaf Pickup Program (Cubic Yards Collected)	700	860	720	980	1,220

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

VIII. Support Environmental Issues

1. Emerald Ash Borer Management Program. Ash tree removal and replacement due to Emerald Ash Borer. Remove 50 high-risk for infestation Ash trees and replace with mixed species plantings. This will help establish street trees in areas that are predominantly Ash before complete removal due to infestation requirements. (Fourth quarter)

Ongoing. Removed 30 Ash trees in Longmeadows North. Have scheduled 27 replacement trees for the spring. Twenty additional removals and replacements in spring if Budget funds are available.

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

2. Evaluate synthetic turf performance on Lake Street. Compare turf with upgraded maintenance of natural turf. Check on maintenance needs and color fading or aging issues. Make recommendations for the 2011 Budget. (Fourth quarter)

Increased maintenance including core aeration, over-seeding, and weed and feed treatments have greatly improved the appearance of the grass medians. Recommend continuing increased maintenance of grass medians for now.

3. Inspect Cook County portion of the west branch of the DuPage River by walking entire section from Schaumburg Village limits to MWRD boundary at Walnut Avenue. This inspection will concentrate on destabilized areas, condition of outfalls and structures, erosion, and bank vegetation. Any dumping or private residence problems will also be noted and corrected. The goal of this inspection will be to identify areas that need attention and develop a schedule for future budget and repair projects. (Third quarter)

Ongoing. To be completed third quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Trimmed branches from all stop signs in Cook County.

2010 – 2011 OBJECTIVES

VIII. Support Environmental Issues

1. Emerald Ash Borer Management Program. Ash tree removal and replacement due to Emerald Ash Borer. Remove 50 high-risk for infestation Ash trees and replace with mixed species plantings. This will help establish street trees in areas that are predominantly Ash before complete removal due to infestation requirements. (Fourth quarter)
2. Contractual parkway tree trimming program in Area 3. Scheduled trimming of 1,743 parkway trees in the Old Section, Highlands, and Longmeadow South. The majority of these trees have not been trimmed in 7 to 9 years. (Fourth quarter)

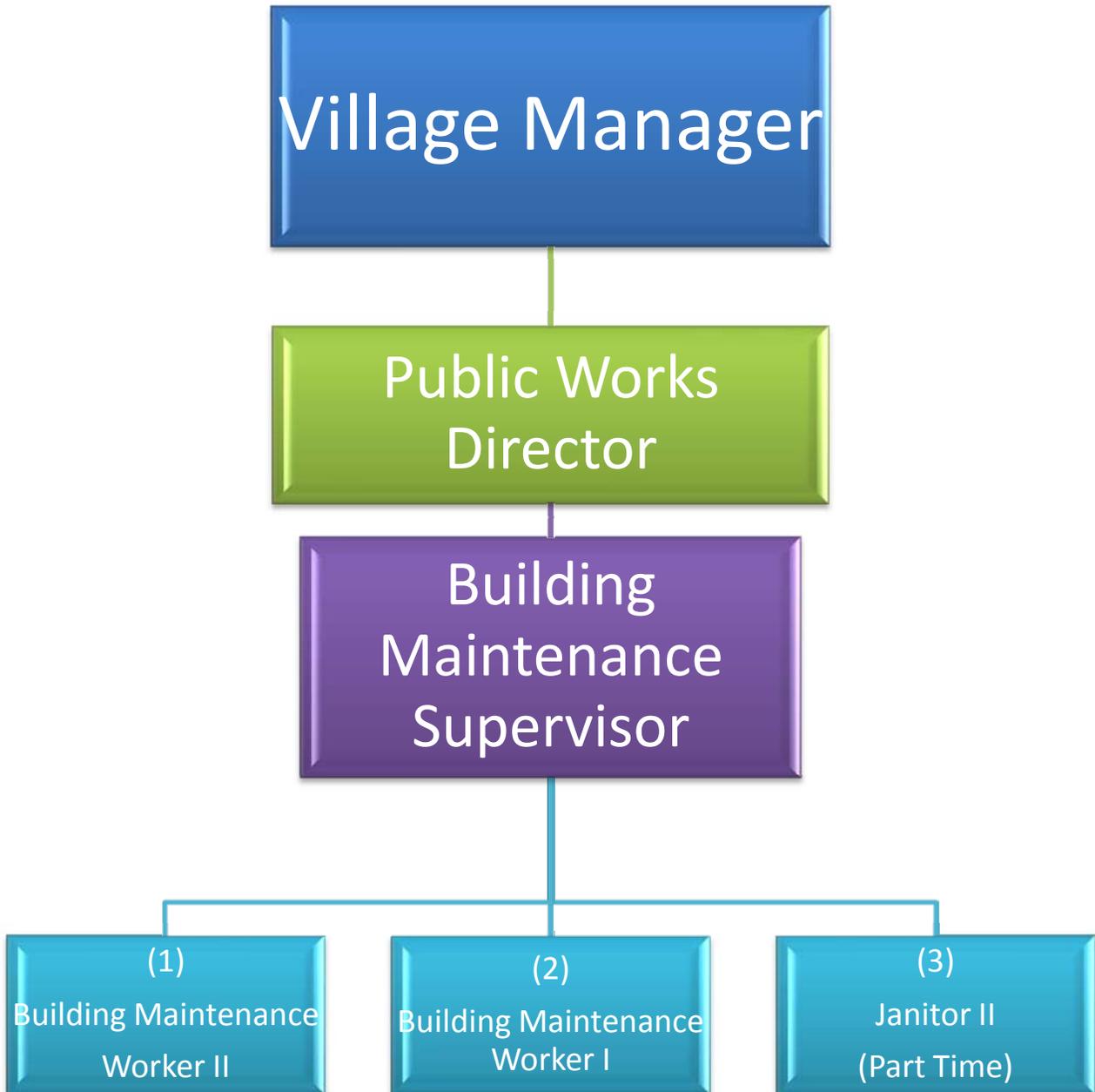
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0630 - Forestry

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 174,081	\$ 177,024	\$ 183,453	\$ 183,106	\$ 120,836
1-12	Salaries-Part Time	16,031	20,916	24,118	20,229	31,485
1-21	Salaries-Overtime	6,989	7,012	6,000	2,645	6,000
1-28	On-Call Premium Pay	110	125	350	200	350
1-41	State Retirement	18,357	18,106	19,537	18,490	14,070
1-42	Social Security	14,975	15,900	16,517	16,567	12,291
1-44	Employee Insurance	30,691	33,362	35,902	34,978	21,458
Total Personal Services		261,234	272,445	285,877	276,215	206,490
2-11	Office Supplies	76	79	100	167	100
2-13	Memberships/Subscriptions	150	150	300	300	300
2-14	Books/Publications/Maps	-	-	50	50	50
2-21	Gasoline & Lube	9,392	8,438	9,565	8,867	8,670
2-27	Materials & Supplies	2,485	1,963	3,800	3,526	3,800
2-29	Part & Access-Non Auto	3,026	6,267	4,000	3,087	4,000
2-31	Uniforms	1,097	302	1,000	958	1,000
2-33	Safety & Protective Equip	1,197	1,955	1,500	1,406	1,500
2-34	Small Tools	757	33	1,255	1,155	1,255
Total Commodities		18,180	19,187	21,570	19,516	20,675
3-33	M & R - Comm Equipment	-	-	50	50	50
3-34	M & R - Buildings	2,780	1,958	2,500	3,071	2,500
3-35	M & R - Streets & Bridges	134,863	138,093	148,510	123,935	170,810
3-37	M & R - Other Equipment	-	-	100	100	100
3-38	M & R - Forestry	84,549	78,740	76,300	74,708	96,300
3-51	Equipment Rentals	-	-	100	100	100
3-52	Vehicle Maint & Replace	30,443	16,080	16,119	16,119	-
3-71	Schools/Conf/Meetings	286	386	925	795	925
Total Contractual Services		252,921	235,257	244,604	218,878	270,785
Total Operating Expenditures		532,335	526,889	552,051	514,609	497,950
Total Forestry		\$ 532,335	\$ 526,889	\$ 552,051	\$ 514,609	\$ 497,950

640 – PUBLIC BUILDINGS



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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Continue to coordinate and implement temporary improvements for Police Department staff. (First quarter)

New office furniture was installed in the Police Department to better utilize space in the following areas: Administration, Lieutenants, Social Worker, conference room, Code Enforcement trailer, and the evidence room.

2. Continue to assist with design improvements for the Municipal Building while monitoring and making changes as needed until an expansion plan is finalized. (First through fourth quarters)

Assisted in the design stages and continued to reorganize storage to better utilize office space. Furniture was rearranged and installed for the Information Technology office and Village Clerk's office.

3. Implement improvements to increase efficiency of the operation of our buildings. (First through fourth quarters)

A lighting grant was completed and we installed all high-efficiency lights in the Municipal Building, Public Works Facility, and Fire Station No. 2. All holiday lighting is now LED.

4. Adjust operations of department to coincide with budget reductions. (First through fourth quarters)

Other Public Works Department employees have assisted this department during major projects such as furniture installation. The Train Station vendor is now cleaning the Train Station to free up 2 hours per day for the Building Maintenance Worker I.

5. Review and implement changes in the operation of our buildings to decrease energy costs. (Second quarter)

Implemented the installation of lighting occupancy sensors to reduce the amount of energy needed to run our lighting and reduce wear on the lighting equipment.

ADDITIONAL ACCOMPLISHMENTS

1. Assisted in the installation of the vehicle PlymoVent exhaust system at Fire Station #2.
2. Assisted in the installation of Nextel antenna systems at all of our buildings.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Continue to monitor the operation of our buildings to incorporate the most efficient ways to utilize the buildings until the new Police Station is built. (First through fourth quarters)
2. Assist in the design and development of the new Police Station mechanical and operation equipment. (First through fourth quarters)

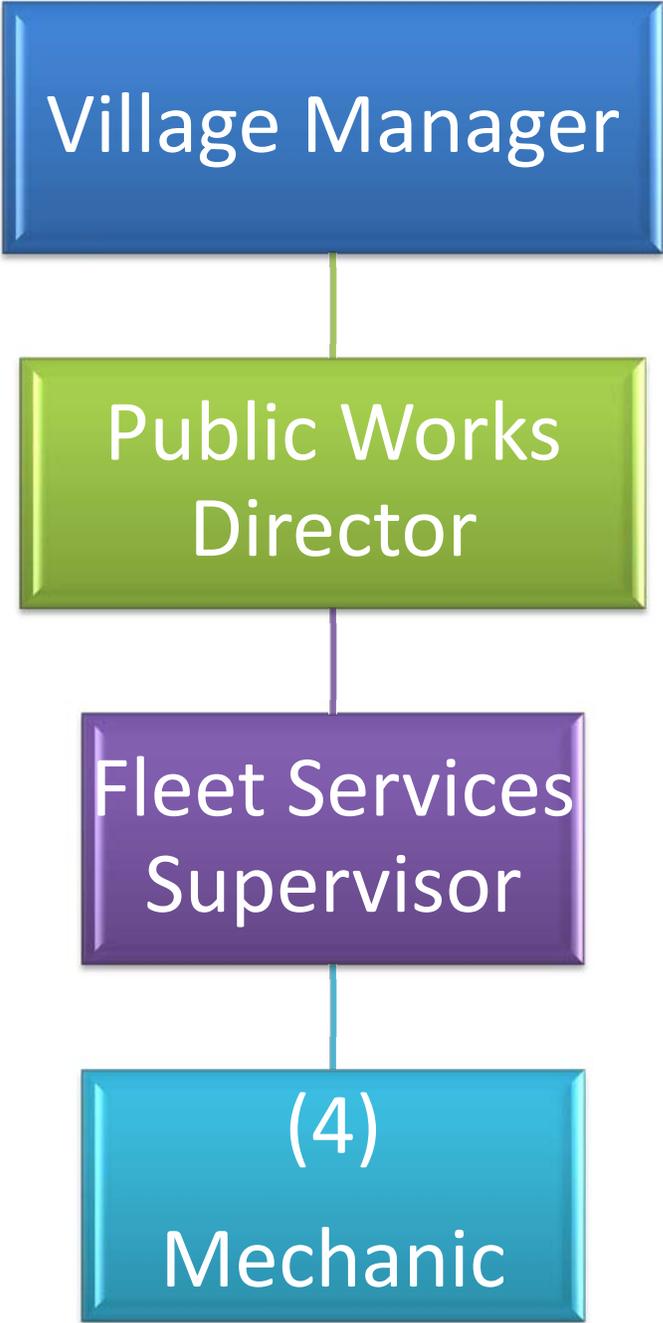
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0640 - Public Buildings

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 150,251	\$ 139,610	\$ 129,560	\$ 129,198	\$ 130,575
1-12	Salaries-Part Time	31,789	30,889	32,014	32,548	32,404
1-21	Salaries-Overtime	10,215	12,348	12,000	12,000	12,000
1-28	On-Call Premium Pay	960	479	900	832	600
1-41	State Retirement	16,623	14,568	14,620	13,531	15,682
1-42	Social Security	15,032	14,033	13,397	13,081	13,505
1-44	Employee Insurance	32,224	28,151	29,830	28,110	25,796
Total Personal Services		257,094	240,078	232,321	229,300	230,562
2-11	Office Supplies	61	127	200	202	200
2-13	Memberships/Subscriptions	50	115	-	-	60
2-14	Books/Publications/Maps	-	-	50	50	50
2-21	Gasoline & Lube	3,545	2,168	3,780	1,600	3,290
2-27	Materials & Supplies	40,526	40,515	42,000	55,000	37,000
2-28	Cleaning Supplies	14,427	14,702	15,750	15,750	12,750
2-29	Part & Access-Non Auto	11,115	8,760	11,000	11,000	11,000
2-31	Uniforms	2,216	1,382	2,700	2,700	2,700
2-33	Safety & Protective Equip	1,823	1,516	1,985	1,985	1,985
2-34	Small Tools	2,731	2,976	3,000	3,000	1,800
2-99	Miscellaneous Expen.	23	-	25	-	25
Total Commodities		76,517	72,261	80,490	91,287	70,860
3-33	M & R - Comm Equipment	-	-	50	-	50
3-34	M & R - Buildings	36,557	29,559	26,000	62,245	26,000
3-36	Maintenance Agreements	31,834	33,310	38,700	38,700	38,700
3-37	M & R Other Equipment	197	-	200	200	200
3-51	Equipment Rentals	-	-	50	-	50
3-52	Vehicle Maint & Replace	13,081	7,968	7,716	7,716	-
3-71	Schools/Conf/Meetings	1,322	793	800	800	800
Total Contractual Services		82,991	71,630	73,516	109,661	65,800
Total Operating Expenditures		416,602	383,969	386,327	430,248	367,222
Total Public Buildings		\$ 416,602	\$ 383,969	\$ 386,327	\$ 430,248	\$ 367,222

650 – FLEET SERVICES



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	2005	2006	2007	2008	2009
Number of Vehicles Maintained	149	150	150	150	150
Fleet Maintenance & Replacement Cost	\$927,960	\$919,051	\$874,587	\$873,536	\$757,154
Average Cost Per Vehicle	\$6,227.91	\$6,127.01	\$5,831	\$5,824	\$5,048
Miles Driven	824,673	862,598	814,395	867,118	909,364
Total Fleet Miles		4,264,392	5,784,974	5,821,458	6,140,301

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Work with the Fire Department in developing specifications for a new ambulance. This unit will replace our current backup squad which is nine years old. (First quarter)

Budgetary issues have delayed the ambulance replacement to FY11. We plan to complete the specifications in the fourth quarter to allow timely replacement of this 10 year old unit.

VI. Preserve Financial Stability and Reduce Reliance upon Property Tax

2. Expand our use of hybrid and alternative fuel technology decreasing our reliance on gasoline and diesel to achieve long-term cost savings. (Third quarter)

We have increased our use of bio-diesel fuels. This fuel runs cleaner and decreases the need for imported oil. We are still looking at the purchase of hybrid vehicles for this fiscal year and FY11.

3. Extend our vehicle replacement schedule for some vehicle classes. Due to our current level of maintenance and quality of vehicle purchases, we can postpone the need for replacement of some vehicle types. This longer life should save vehicle replacement costs. (First quarter)

We have extended the replacement of our heavy construction equipment to 15 years. We feel the quality of the units we purchase and the maintenance we perform are paying dividends in longer equipment life. We are also extending our planned replacement of compact pickups to 7 years.

VII. Support and Enhance Staff Training and Service Capacity

4. Introduce internet based training and resources for mechanics. Our new Wi-Fi capabilities and shop laptop computers allow additional training opportunities for mechanics in technical areas. (Third quarter)

Our mechanics are currently utilizing the internet for technical repair information supplied by All-Data. We are also using our in-house Fire House software to track repair issues and repair for our Fire Department vehicles.

ADDITIONAL ACCOMPLISHMENTS

1. Worked with Fire Department in getting new fire pumper #361 into service.
2. Working with reflective decals to improve visibility and safety of our fleet vehicles.
3. Completed in-house forklift training.
4. Performed a major pump repair on fire pumper #365 in-house, saving the Village approximately \$14,000 compared to vendor quotation.
5. Improved the ability of our snow and ice equipment to utilize liquid de-icers. This is more effective and less costly than straight salt.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Research and evaluate different salt spreader controls to determine the system that minimizes chemical usage and provides documentation of chemical usage. (Third quarter)
2. Improve our small engine maintenance program. This includes a preventative maintenance component in the off-season to improve overall dependability. (Second quarter)

VII. Support and Enhance Staff Training and Service Capacity

3. Research the costs and manpower requirements of maintenance of Forestry mowers and small equipment by Fleet Services. (First quarter)
4. Experiment with back up warning systems to increase vehicle safety and decrease accident costs. (Fourth quarter)

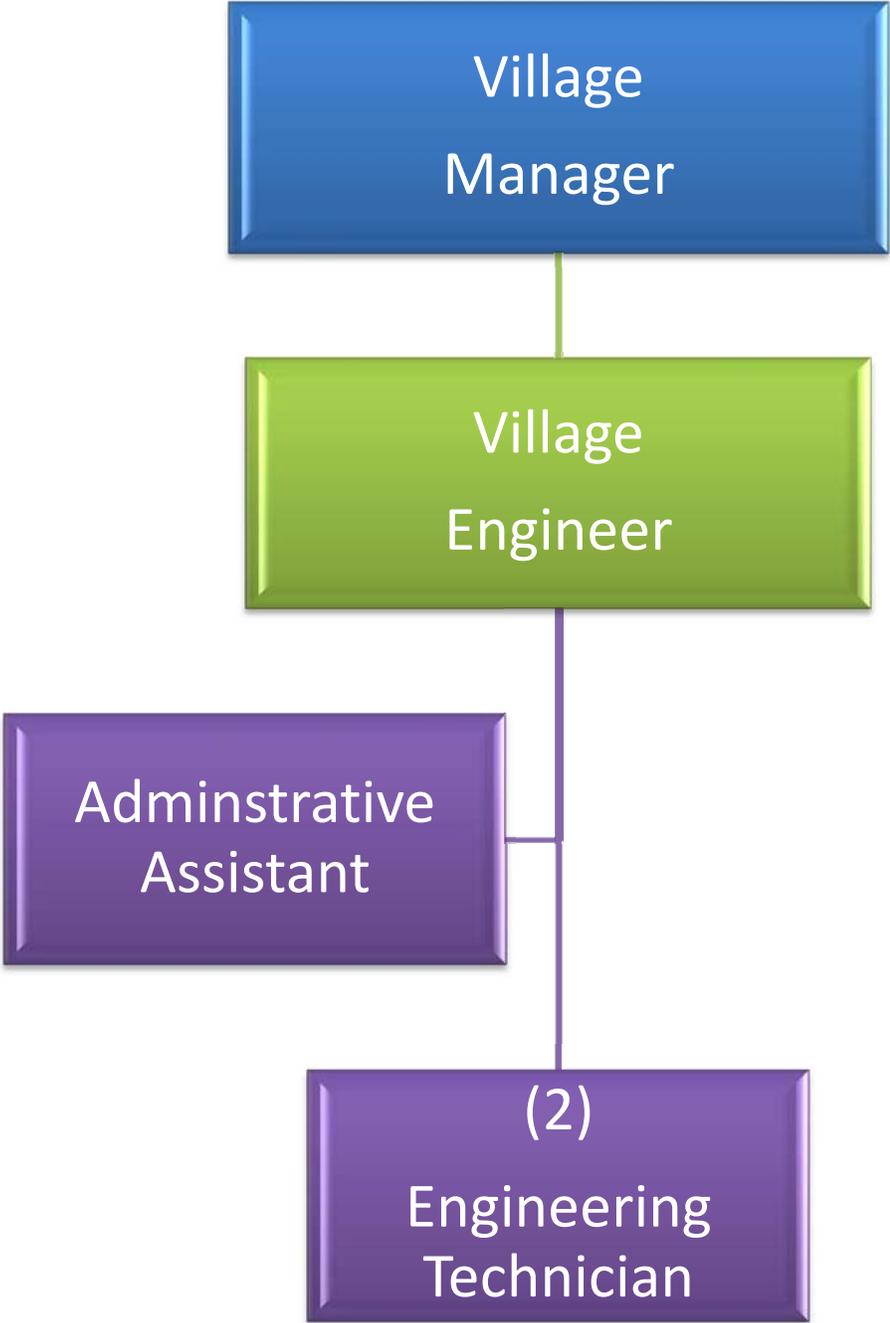
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0650- Fleet Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 348,098	\$ 360,597	\$ 366,629	\$ 366,967	\$ 366,616
1-21	Salaries-Overtime	9,967	6,903	7,500	11,107	7,500
1-41	State Retirement	35,916	34,987	38,721	36,744	40,645
1-42	Social Security	26,739	27,445	29,126	28,743	28,620
1-44	Employee Insurance	66,844	68,558	75,958	74,879	71,812
Total Personal Services		487,564	498,490	517,934	518,440	515,193
2-11	Office Supplies	519	212	400	682	400
2-13	Memberships/Subscriptions	1,135	1,148	1,175	1,200	1,175
2-14	Books/Publications/Maps	831	2,216	2,300	2,300	2,300
2-21	Gasoline & Lube	10,741	11,088	11,500	10,000	11,540
2-22	Auto Parts & Accessories	101,929	94,959	86,500	86,500	79,500
2-23	Communications Parts	2,028	1,006	1,500	1,500	1,500
2-27	Materials & Supplies	18,584	13,836	14,000	14,000	13,000
2-29	Part & Access-Non Auto	23,074	31,207	24,000	25,000	22,500
2-31	Uniforms	700	524	800	800	800
2-33	Safety & Protective Equip	1,061	1,032	1,200	1,270	1,200
2-34	Small Tools	3,019	7,183	4,800	4,800	4,800
2-36	Photo Supplies	-	-	25	25	25
Total Commodities		163,621	164,411	148,200	148,077	138,740
3-12	Postage	-	-	50	26	50
3-31	M & R- Auto Equipment	21,088	37,653	32,000	32,242	33,000
3-32	M & R- Office Equipment	-	-	50	50	50
3-33	M & R- Comm Equipment	-	258	400	400	400
3-37	M & R- Other Equipment	20,964	4,039	12,000	12,000	12,000
3-51	Equipment Rentals	11,395	11,064	12,400	3,000	4,900
3-52	Vehicle Maint & Replace	2,635	1,662	1,940	1,940	-
3-61	Consulting Services	-	18,398	22,000	22,150	-
3-65	Medical Examinations	-	-	250	-	250
3-68	Uniform Rentals	2,354	1,965	2,500	2,500	2,500
3-69	Testing Services	-	1,270	1,300	1,876	1,300
3-71	Schools/Conf/Meetings	2,305	5,066	4,505	4,691	4,505
3-72	Transportation	375	311	325	325	525
3-99	Miscellaneous Expense	976	2,341	1,300	1,835	1,300
Total Contractual Services		62,092	84,027	91,020	83,035	60,780
Total Operating Expenditures		713,277	746,928	757,154	749,552	714,713
Total Fleet Services		\$ 713,277	\$ 746,928	\$ 757,154	\$ 749,552	\$ 714,713

660 – DEPARTMENT OF ENGINEERING



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 JULIE system.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community.

1. To provide all engineering, contract administration, and construction inspection for the installation of an eight foot fence on the east side of County Farm Road south of Arlington Drive and on the north side of Schick Road from County Farm Road to DuPont Drive. (Second quarter)

Completed.

V. Maintain and Enhance Village Infrastructure.

2. To provide all engineering, contract administration, and construction inspection for the fourth phase of the Tanglewood Special Service Area private street rehabilitation. (Second quarter)

Completed.

3. To provide contractual Phase III engineering and contract administration for the NGPL bike path from Ranger Park to Atcher Park and coordinate all activities related to right-of-way acquisition and grant administration. (Fourth quarter)

Ongoing.

4. To complete in-house design engineering for the total reconstruction of Astor Avenue from Narcissus to Briarwood. (Fourth quarter)

Completed.

5. To provide all engineering, contract administration, and construction inspection for the resurfacing of a portion of the south commuter parking lot west of County Farm Road. (Second quarter)

Completed.

6. To complete design engineering for the parking lot rehabilitation and dumpster enclosure construction for the proposed Hanover Square Special Service Area. (Second quarter)

Completed.

7. To provide all engineering, contract administration, and construction inspection for new storm sewer on Cinema Drive West and the construction of an overland flood route drainage swale on Grand Duell Way. (Third quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. 2.7 miles of Village streets were resurfaced this past summer by J.A. Johnson Paving as part of the Village's annual MFT program.
2. Four new streetlights were installed at various locations throughout the Village.
3. The depressed driveway cost participation program was implemented providing protection from flooding due to street overtopping for 14 residents in the Highlands and Longmeadow South subdivisions.
4. Federal stimulus grant funding through the department of energy was secured in the amount of \$141,600 to retrofit existing inefficient streetlight fixtures with new LED fixtures.
5. A ditch was constructed on the south side of Lake St. thereby alleviating a bottleneck in the Village's storm sewer system which will decrease the potential for street flooding for the section of the Village north of Lake St. and west of Barrington Road.
6. A drainage study was completed on the Park District property at the Northwest corner of Maple and Church. As a result of this study a restrictor was installed at the existing detention pond which will afford additional protection against street flooding on Church Street north of Maple.
7. A joint agreement with IDOT was executed for the traffic signal modernization and streetlight installation project currently under construction on Irving Park Road.

8. The JULIE utility locating program was upgraded from a paper based system utilizing an old dot matrix printer to a much more efficient email system.

2010 – 2011 OBJECTIVES

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community.

1. To provide all engineering, contract administration, and construction inspection for the installation of an eight foot fence on the east side of County Farm Road north of Arlington Drive. (Second quarter)
2. To oversee and implement the second year of the depressed driveway program for approximately 25 Village residents who signed up for the program last year. (Second quarter)

V. Maintain and Enhance Village Infrastructure.

3. To provide contractual Phase III engineering and contract administration for the NGPL bike path from Ranger Park to Atcher Park and coordinate all activities related to construction. (Second quarter)
4. To provide all engineering, contract administration, and construction inspection for the fifth phase of the Tanglewood Special Service Area private street rehabilitation. (Second quarter)
5. To provide all engineering, contract administration, and construction inspection for the Hanover Square Special Service Area (SSA #6) private street rehabilitation and dumpster enclosure project. (Second quarter)
6. To provide all engineering, contract administration, and construction inspection for the reconstruction of Astor Ave. from Narcissus to Briarwood. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

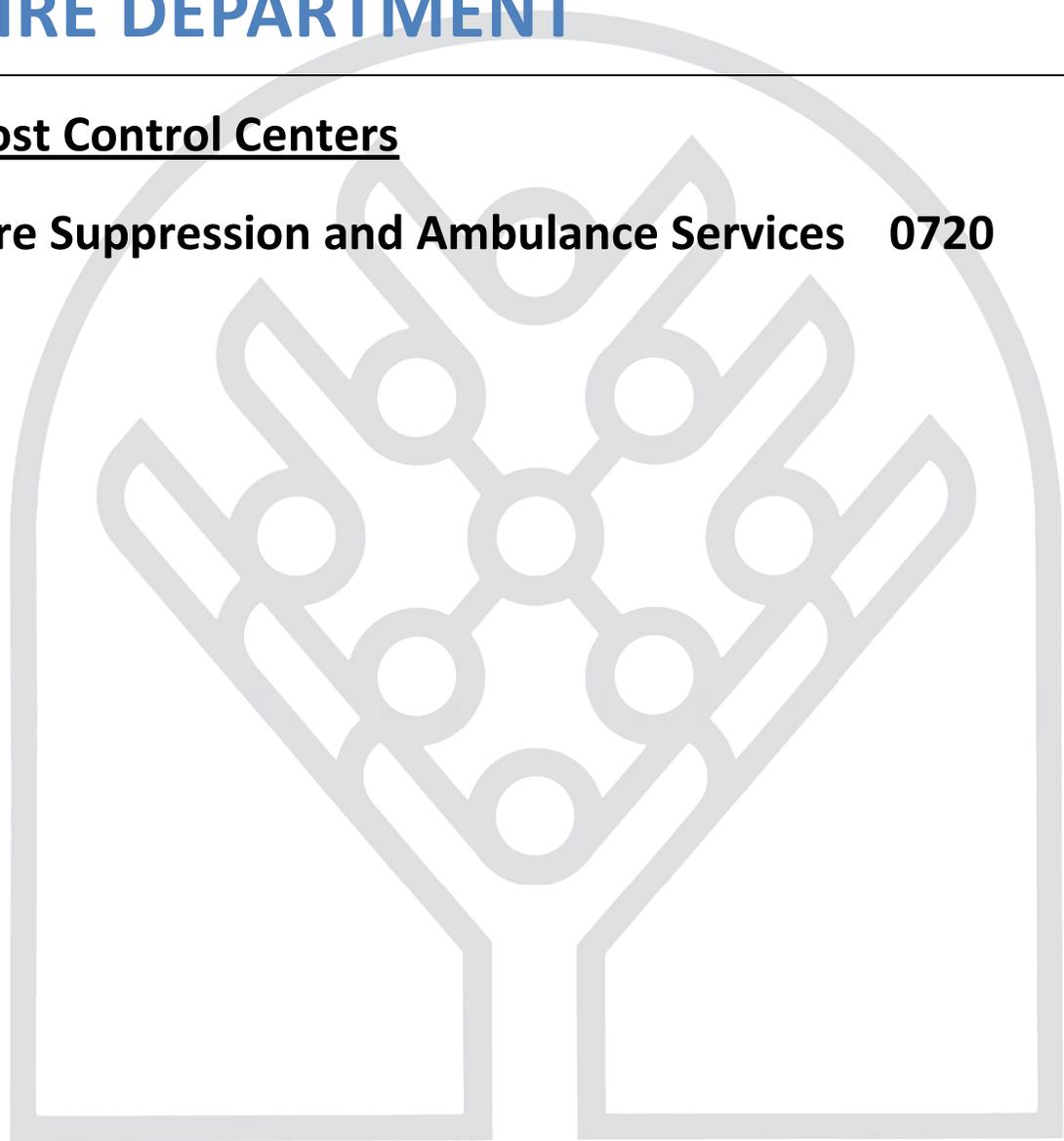
Department 0660 - Engineering

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 216,596	\$ 226,260	\$ 209,313	\$ 207,826	\$ 210,781
1-21	Salaries-Overtime	2,511	5,470	4,514	5,252	4,514
1-41	State Retirement	21,455	21,801	21,879	20,787	23,581
1-42	Social Security	15,295	16,255	16,451	16,263	16,565
1-44	Employee Insurance	42,105	44,321	46,508	46,052	47,518
Total Personal Services		297,962	314,107	298,665	296,180	302,959
2-11	Office Supplies	1,674	1,409	1,470	1,300	1,470
2-13	Memberships/Subscriptions	401	369	471	432	471
2-14	Books/Publications/Maps	-	9	175	145	175
2-21	Gasoline & Lube	5,076	5,225	6,210	5,480	5,560
2-27	Materials & Supplies	792	834	700	721	700
2-31	Uniforms	236	153	200	147	200
2-33	Safety & Protective Equip	230	115	230	200	230
2-34	Small Tools	47	41	2,100	1,795	200
2-99	Miscellaneous Expen.	-	-	50	26	50
Total Commodities		8,456	8,155	11,606	10,246	9,056
3-12	Postage	576	821	475	550	475
3-32	M & R- Office Equipment	-	-	100	52	100
3-33	M & R- Comm Equipment	-	-	25	13	25
3-36	Maintenance Agreements	2,426	2,354	2,251	2,177	2,025
3-52	Vehicle Maint & Replace	8,470	5,488	5,228	5,228	-
3-61	Consulting Services	2,578	2,920	3,275	3,033	3,275
3-64	Engineering Services	-	2,300	1,000	2,375	2,500
3-71	Schools/Conf/Meetings	1,840	1,505	2,510	2,250	2,260
3-72	Transportation	240	230	250	181	250
Total Contractual Services		16,130	15,618	15,114	15,859	10,910
Total Operating Expenditures		322,548	337,880	325,385	322,285	322,925
Total Engineering		\$ 322,548	\$ 337,880	\$ 325,385	\$ 322,285	\$ 322,925

FIRE DEPARTMENT

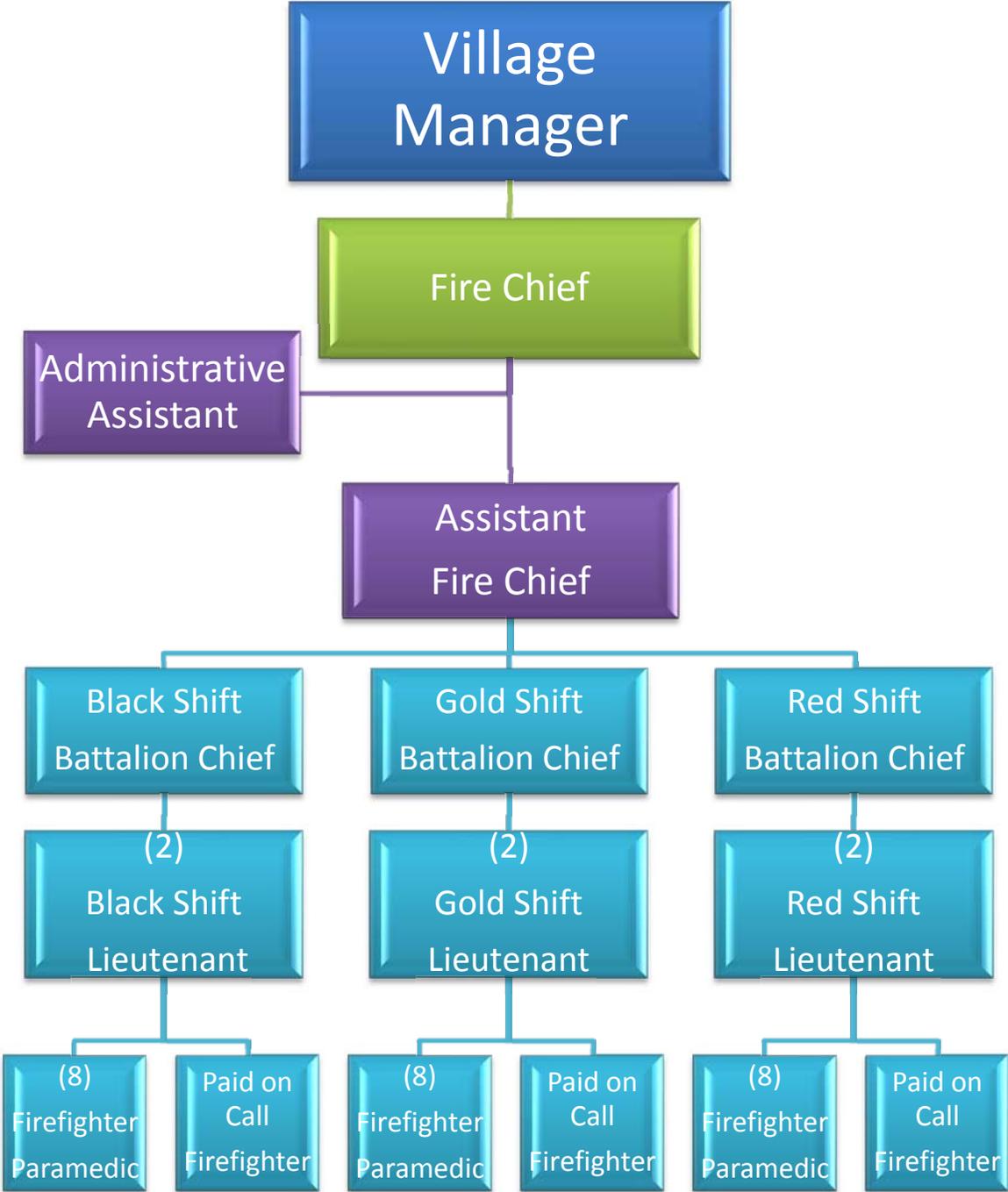
Cost Control Centers

Fire Suppression and Ambulance Services 0720



Hanover Park

ORGANIZATION OF THE FIRE DEPARTMENT



720 – FIRE DEPARTMENT

GOALS

The goal of the Fire Department is to provide efficient and high quality services in the areas of Fire Suppression, EMS (including 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 17 part-time firefighters and officers. These personnel are supplemented by a full-time Administrative Assistant, 2 volunteer Fire Chaplains and 25 Fire Corps volunteers. Responses average around 2,875 emergency calls annually with approximately 71% 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 II and XII. The Department houses and transports the MABAS Division XII "Level A" Haz Mat Trailer, which provides technician level and decontamination services to both divisions.

Department training is provided in-house as well as by Sherman Hospital in Elgin, the University of Illinois Fire Service Institute, and sponsored programs by MABAS Divisions XII and II. Officers and coordinators receive additional training through select seminars and at the National Fire Academy in Emmitsburg, Maryland.

The Fire Prevention Division works in conjunction with Community Development to manage occupancy life safety concerns including occupancy plan review, fire preplans and installed system and facility inspections. Cause and origin investigations are managed within the division, including member participation with the DuPage County Fire Investigation Task Force and the Hanover Park Police/Fire Investigation Task Force. Fire and life safety education as well as CPR and First Aid training is provided to school age children and the general public. Child safety seat installation is provided using certified technicians. Chaplains are available to provide spiritual and emotional care to victims of emergency incidents as well as to Fire Department and Village staff.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2005	2006	2007	2008	2009
Number of Fire Stations	2	2	2	2	2
Number of Full Time Firefighters	32	35	35	35	35
Number of Paid On Call Firefighters	11	13	13	17	17
Total Full Time Employees	33	36	36	36	36
Number of Full Time Personnel Per 1,000 Population	0.86	0.94	0.94	0.94	0.94
ISO Rating	Class 4				
Fire Calls	775	787	907	909	830
EMS Calls	1,831	1,885	2,022	2,225	2,045
Total Number of Calls	2,606	2,672	2,929	3,134	2,875
Total Number of Patients Contacted		2,148	2,351	2,577	2,237
Number of Advanced Life Support Calls (ALS)	1,016	1,050	1,116	1,270	1,192
Number of Basic Life Support Calls (BLS)	815	835	906	955	1,045

Description of Measurement	2005	2006	2007	2008	2009
Actual Property Loss Due To Fire	\$1,155,560	\$183,775	\$434,701	\$718,150	\$678,601
Number Auto/Mutual Aid Received	267	197	224	216	221
Number Auto/Mutual Aid Given	317	363	386	339	349
Number of Overlapping Incidents	535	644	755	984	862
Property Value of Fire Damaged Property	\$9,455,010	\$6,831,490	\$7,887,801	\$6,742,200	\$15,323,590
Number of Structural Fire Calls	29	30	25	28	29
Number of Non-Structural Fire Calls	30	55	25	30	28
Number of Malicious False Alarm Calls	10	7	5	3	7
Number of Non-Malicious False Alarm Calls	248	236	253	286	256
Total False Alarm Calls	258	243	258	289	263
Average Emergency Response Time (fire calls only)	0:03:36	0:03:32	0:03:54	0:03:32	0:03:46
Full Time Training Hours	5,356	5,747	7,647	8,790	8,261
Paid On Call Training Hours	1,753	808	3,347	2,170	2,506
Total Training Hours	7,109	6,555	10,994	10,960	10,767
Fire Department Insurance Claims:					
Total Worker Compensation Claims	4	5	9	5	9
Worker Compensation Losses	\$25,405	\$158,091	\$4,420	\$17,217	\$19,188
All Other Claims	2	0	4	3	3
Non-Worker Compensation Losses	\$1,142	\$0	\$4,172	\$5,040	\$1,357
Total Claims	6	5	13	8	12
Total Losses	\$26,547	\$158,091	\$8,592	\$21,140	\$20,545
Total Expenditures	\$3,520,974	\$3,798,508	\$4,179,733	\$4,413,163	\$4,796,525
Cost of Services Per Capita	\$91.98	\$99.23	\$109.19	\$115.29	\$125.31

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Maintain and Enhance Public Safety

1. Establish an inspection services program that conducts annual on-site visits of all commercial, residential and assemblies that have fire detection systems and automatic suppression systems. (Fourth quarter)

Ongoing.

2. Purchase (6 sets) turnout gear to replace worn and damaged gear. (Third quarter)

Completed

ADDITIONAL ACCOMPLISHMENTS

Administration

1. Increased part-time staffing by adding seven new employees to assist in covering the eleventh shift position.
2. Negotiated and settled a 3-year labor contract with the International Association of Firefighters Local 3452. The contract specifies a re-opener clause for wages in May 2010.
3. Conducted testing and certified a two-year promotional list for fire lieutenant.

4. Conducted testing and certified a two-year hiring list for full and part-time firefighters. This list was developed using the CPAT physical ability testing which brings the department in line with nationally recognized testing standards.

Operations

1. Entered into an agreement with the DuPage County Office of Emergency Management and Homeland Security to securely maintain the Strategic National Stockpile designated for Village employees at Fire Station No. 1.
2. Took delivery and placed in-service a new E-One Hurricane Pumper.
3. Received a donation of pet oxygen/resuscitation masks from Invisible Fence of Chicagoland.

Emergency Medical Services

1. All paramedic personnel received training to give mass inoculations for the H1N1 Vaccine.
2. Transitioned to a process of capturing electronic signatures for EMS refusals and HIPPA compliance.
3. Chief Haigh was approved as a voting member of the Illinois Department of Public Health EMS Region 9 Advisory Council.

Training

1. Robin Dubiel, Administrative Assistant to the Fire Chief completed the Executive Support Personnel Program and received her certification from the Office of the State Fire Marshal.
2. Received \$7,216.37 from the Office of the State Fire Marshal. This payment represents eligible reimbursement for training as provided in 501LCS, Act 740, et al, Illinois Fire Protection Training Act.
3. Six firefighters completed and received their Firefighter III certifications.
4. The department hosted personnel from the Hong Kong Fire Department for three weeks in March while they attended hazmat training sponsored by the Illinois Fire Service Institute.
5. Nine department personnel attended training at the National Fire Academy.
6. Five department personnel attended training at the Center for Domestic Preparedness.

Prevention Services

1. Established a joint Hanover Park Fire and Police/Fire Investigation Team.
2. The department received grants from the Academy of Certified Hazardous Materials Managers and Sam's Club to fund Fire Corps operations. Additional cold weather response equipment was purchased.
3. An additional 7 Fire Corps members were added to the roster and received training on the provision of Fire Ground Rehab Services.
4. The department was instrumental in the development of a MABAS Division II Rehab Team development

Chaplaincy

1. The department provided guest speakers to the 2009 MABAS Conference and to the Michigan Fire Chief's Association. Published an article titled, "Fire Chaplains: Integral Part of Response Team" in the August 2009 edition of *Fire Engineering Magazine*.
2. Chaplain Dominowski received his Associate Pastor License from the Open Bible Church, International.
3. Chaplain Swanson received her certification as a Nationally Registered Emergency Medical Technician.
4. 2009 Chaplain Deployments:
 - Six-day deployment to New Orleans, Louisiana as a Crisis Chaplain during the Evangelical Lutheran Church of America Youth Gathering.
 - Burr Oak Cemetery to assist the Salvation Army.

2010 – 2011 OBJECTIVES

1. Maintain and Enhance Public Safety

1. Continue development of an inspection services program that conducts annual on-site visits of all commercial, residential and assemblies that have fire detection systems and automatic suppression systems. (Fourth quarter)

2. Replace a Mobile Intensive Care Ambulance. (Second quarter)
3. Purchase LifePak 15 12-Lead EKG Monitor/Defibrillator/Pacer. (First quarter)
4. Test and certify a new Battalion Chief eligibility list.
5. Conduct specialized training for department command staff on the process and procedures associated with internal employee investigations.

RISK MANAGEMENT PROGRAM

2009 - 2010 OBJECTIVES

1. Certify all Lieutenants responsible for upgrading to the Shift Commander job assignment as Fire Service Incident Safety Officers. (Fourth quarter)

Complete.

2. Continue participation on the Safety Review Board, provide ongoing driver training programs, and continue monthly facility self-inspections at both fire stations. Also develop a department specific written emergency evacuation plan that covers additional exposures other than fire and severe weather and conduct annual drills on each identified component. (First through fourth quarters)

Ongoing.

ADDITIONAL ACCOMPLISHMENTS

1. Purchased and placed in service on Medic 381 a Stryker Power Lift Cot.
2. Continued participation in the Cardiovascular Impact of Heat Stress Research conducted at the University of Illinois Fire Service Institute. Twenty-six firefighters and officers along with three Fire Corps Team members participated in the research process.

2010 - 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity

1. Provide ongoing driver training programs, and continue monthly facility self-inspections at both fire stations. Also develop a department specific written emergency evacuation plan that covers additional exposures other than fire and severe weather and conduct annual drills on each identified component. (First through fourth quarters)
2. Continued participation in the Cardiovascular Impact of Heat Stress Research conducted at the University of Illinois Fire Service Institute. (First through fourth quarters)
3. Continue utilization of Fire Corps to provide rehab services at emergency incidents and live fire trainings. (First through fourth quarters)
4. Work with the Human Resource Department to conduct CPR and AED training for all Village staff.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0720 - Fire Department

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 2,403,673	\$ 2,574,137	\$ 2,664,983	\$ 2,664,983	\$ 2,724,832
1-12	Salaries-Part Time	228,882	245,176	270,250	304,357	361,408
1-21	Salaries-Overtime	229,322	212,919	176,384	180,000	181,266
1-41	State Retirement	5,054	5,031	5,856	5,358	6,407
1-42	Social Security	56,285	61,607	63,207	67,398	75,943
1-43	Fire Pension	374,835	471,152	574,010	548,251	698,763
1-44	Employee Insurance	410,953	455,506	505,970	472,382	494,922
1-46	Unempl Compensation	13,637	5,387	10,325	5,141	10,325
Total Personal Services		3,722,641	4,030,915	4,270,985	4,247,870	4,553,866
2-11	Office Supplies	3,492	2,687	3,500	2,700	3,000
2-13	Memberships/Subscriptions	6,725	6,973	7,038	9,336	1,628
2-14	Books/Publications/Maps	5,906	6,055	5,180	5,180	4,906
2-21	Gasoline & Lube	38,926	38,491	49,650	32,500	40,800
2-22	Automotive Parts	14,508	21,020	12,000	26,689	12,000
2-23	Communication Parts	13,525	3,272	2,660	2,500	500
2-26	Bulk Chemicals	4,154	3,857	3,700	4,700	4,400
2-27	Materials & Supplies	14,301	12,057	11,395	8,600	8,065
2-28	Cleaning Supplies	9,465	7,653	6,500	6,701	7,100
2-29	Part & Access-Non Auto	4,572	7,838	7,300	6,500	1,500
2-31	Uniforms	15,641	18,316	14,650	13,500	6,400
2-33	Safety & Protective Equip	5,536	5,414	4,498	4,400	2,068
2-34	Small Tools	6,948	5,675	4,655	4,000	1,750
2-36	Photo Supplies	425	97	1,200	1,003	200
2-99	Miscellaneous Expen.	-	75	100	100	100
Total Commodities		144,124	139,480	134,026	128,409	94,417
3-11	Telephone	24,098	25,212	31,100	31,100	30,827
3-12	Postage	947	558	840	500	700
3-14	Natural Gas	3,557	4,106	4,350	4,350	4,350
3-21	Liability Insurance Program	71,005	93,858	113,676	104,957	122,832
3-31	M & R - Auto Equipment	21,710	18,337	14,000	12,913	14,000
3-32	M & R - Office Equipment	1,611	2,408	4,767	4,767	4,767
3-33	M & R - Comm Equipment	-	43	-	-	-
3-34	M & R - Buildings	15,805	25,043	5,000	16,000	11,550

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0720 - Fire Department

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures (continued)						
3-36	Maintenance Agreements	34,917	38,717	45,359	43,000	47,598
3-37	M & R - Other Equipment	582	-	100	100	100
3-51	Equipment Rentals	62,136	61,028	62,096	62,096	62,197
3-52	Vehicle Maint & Replacement	235,784	234,328	231,419	231,419	-
3-61	Consulting Services	19,692	34,760	22,395	29,464	23,495
3-62	Legal Services	-	34,966	105,000	15,000	5,000
3-65	Medical Examinations	11,576	7,972	5,750	5,000	5,529
3-67	Legal Publications	75	517	1,000	1,199	1,000
3-71	Schools/Conf/Meetings	39,128	40,617	33,879	39,791	38,879
3-72	Transportation	1,884	2,059	1,310	1,414	1,710
3-78	Fire Corp	-	-	-	-	3,231
3-91	Special Events	1,242	1,384	5,100	5,100	4,585
3-99	Miscellaneous Expen.	650	217	225	225	225
Total Contractual Services		<u>546,399</u>	<u>626,130</u>	<u>687,366</u>	<u>608,395</u>	<u>382,575</u>
Total Fire Department		<u>\$ 4,413,164</u>	<u>\$ 4,796,525</u>	<u>\$ 5,092,377</u>	<u>\$ 4,984,674</u>	<u>\$ 5,030,858</u>

POLICE DEPARTMENT

Cost Control Centers

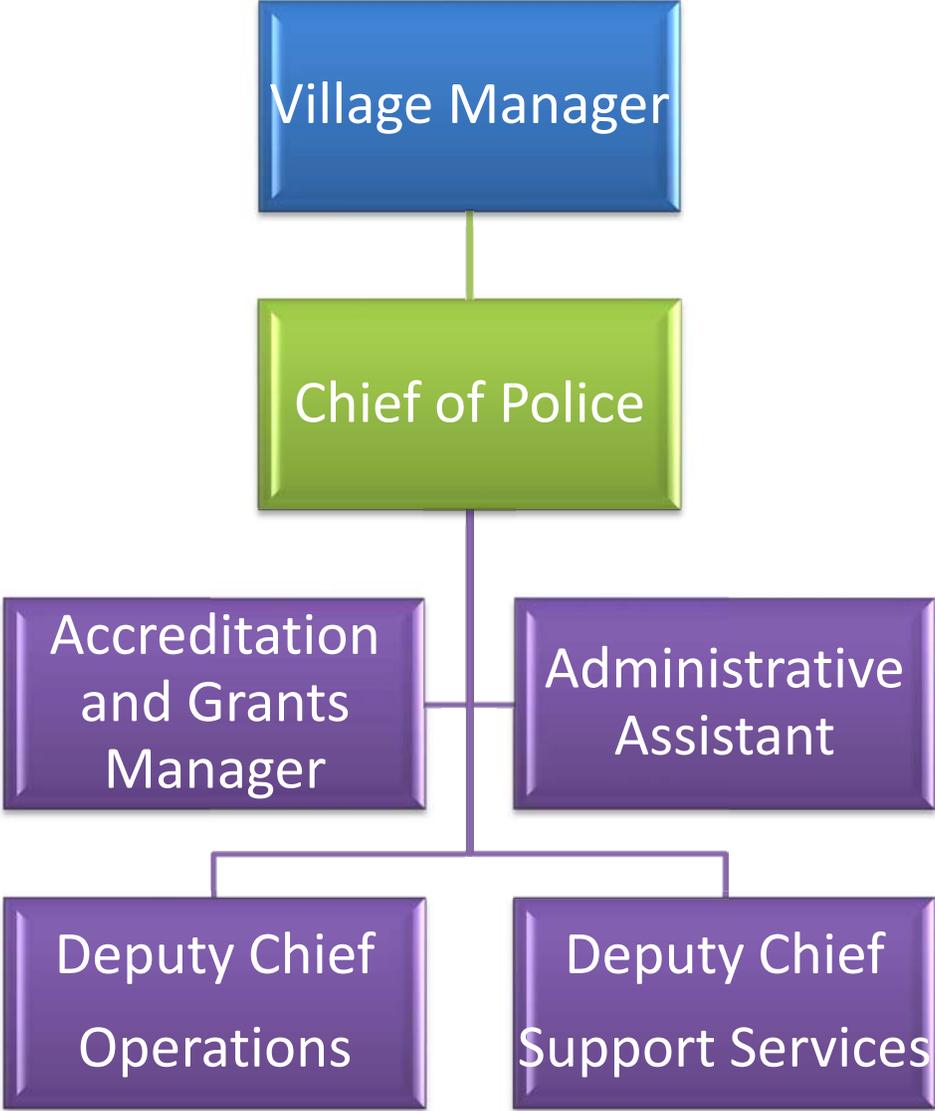
Police Administration	0810
Patrol	0820
Investigations	0830
Community Services	0840
Staff Services	0850
Emergency Services	0860
Code Enforcement	0870

Hanover Park

ORGANIZATION OF THE POLICE DEPARTMENT



810 – POLICE ADMINISTRATION



DEPARTMENT OF POLICE

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	2005	2006	2007	2008	2009
Number of Sworn Officers	50	52	52	54	57
Number of Sworn Members Per 1,000 Population	1.31	1.36	1.36	1.41	1.49
Part I Crime	793	668	704	656	660
Part II Crime	3,758	4,394	4,469	3,799	3,674
Activity (calls for service)*	42,130	43,387	42,597	43,257	40,279
911 CFS	15,789	15,139	15,353	15,784	14,645
Officer Initiated CFS	26,341	28,248	27,244	27,473	25,634
Impounded Vehicles	1,699	2,013	1,501	1,365	1,380
Graffiti Incidents	151	204	173	121	127
"Y" (State) Tickets Issued	8,580	9,564	8,943	7,069	6,022
"C" (Compliance) Tickets Issued	95	118	43	5	14
"P" (Parking) Tickets Issued	18,735	17,752	13,710	14,147	10,539
Traffic Fine Revenue - Cook County	\$156,567	\$174,829	\$204,702	\$166,177	\$165,368
Traffic Fine Revenue - DuPage County	\$24,268	\$33,495	\$36,616	\$51,855	\$60,364
Ordinance Violation Revenue	\$314,196	\$350,899	\$344,900	\$279,777	\$288,368
False Alarm Fines	\$21,075	\$22,975	\$13,600	\$13,475	\$10,050
Police Department Insurance Claims:					
Total Worker Compensation Claims	4	9	6	21	12

Description of Measurement	2005	2006	2007	2008	2009
Worker Compensation Losses	\$164,883	\$90,384	\$14,962	\$133,427	\$83,824
All Other Claims	34	5	4	7	15
Non Worker Compensation Losses	\$282,127	\$13,471	\$5,191	\$29,931	\$45,835
Total Claims	38	14	11	28	27
Total Losses	\$447,010	\$103,855	\$66,018	\$131,168	\$129,659
Total Expenditures	\$7,824,534	\$8,491,055	\$9,022,275	\$9,176,459	\$9,762,642
Cost of Services Per Capita	\$204.41	\$221.83	\$235.70	\$239.73	\$255.05
*=revised CFS data					

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Develop and implement a Leadership Development Program for police officers showing an aptitude for supervision. (Second quarter)

Completed. Officers have been assigned to leadership training courses.

2. Train a new administrative Sergeant. (Second quarter)

Completed. This goal changed to hiring a new civilian Accreditation and Grants Manager to fill the Administrative Sergeant position. The position was hired and the individual was trained.

ADDITIONAL ACCOMPLISHMENTS

1. The department received the Illinois Criminal Justice Authority equipment grant for the purchase of additional radios.
2. The department implemented additional security measures to the Village Board meetings.
3. The department purchased a new surveillance van to be utilized for undercover narcotics buys and for surveillance purposes.

2010 – 2011 OBJECTIVES

1. Maintain and Enhance Public Safety

1. Complete the third CALEA accreditation process.
2. Appoint and Train a new Deputy Chief of Support Services.
3. Conduct the annual School Principal Luncheon to discuss issues of mutual interest.
4. Continue with the planning and designing of the new police building.

RISK MANAGEMENT PROGRAM

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Develop and implement a Department-specific Accident Investigation policy and/or adhere to a Village-wide policy. (Fourth quarter)

Completed. The Police Department has complied with and adhered to the Village-Wide Safety Review Board (SRB) policies and procedures.

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

Completed. In this fiscal year, 15 police officers have successfully completed IRMA approved driver training programs.

2010 – 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity.

1. Continue to provide periodic driver training programs. (Fourth quarter)
2. Test and review the Emergency Notification System. (Fourth quarter)
3. Continue participation on the Village Safety Review Board and Executive Safety Committees. (Fourth quarter)

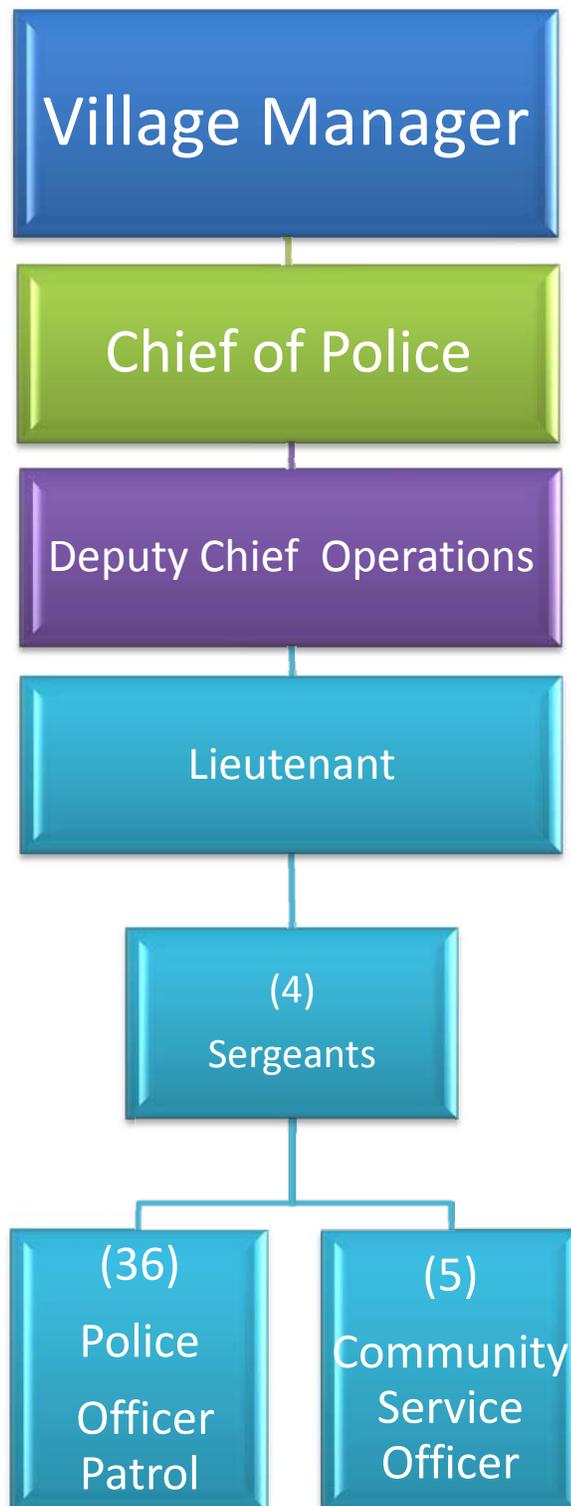
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0810 - Police Administration

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 480,386	\$ 489,491	\$ 474,779	\$ 433,593	\$ 449,427
1-21	Salaries-Overtime	7,997	8,174	5,000	6,713	6,000
1-23	Holiday Pay	2,662	2,783	2,970	1,368	-
1-30	Sick Leave Buy Back	2,474	-	-	-	-
1-41	State Retirement	24,359	27,571	36,073	24,443	7,330
1-42	Social Security	34,158	35,116	36,533	33,445	33,458
1-43	Police Pension	71,170	77,579	84,215	84,215	74,686
1-44	Employee Insurance	64,897	66,743	74,826	68,104	53,134
Total Personal Services		688,103	707,457	714,396	651,881	624,035
2-13	Memberships/Subscriptions	2,851	5,476	5,821	5,821	2,125
2-14	Books/Publications/Maps	179	184	235	235	235
2-21	Gasoline & Lube	2,353	2,097	2,780	2,000	2,340
2-27	Materials & Supplies	1,801	1,310	2,050	1,800	550
2-31	Uniforms	1,417	2,033	1,211	1,400	1,400
2-34	Small Tools	109	60	50	26	50
Total Commodities		8,710	11,160	12,147	11,282	6,700
3-52	Vehicle Maint & Replace	3,117	1,966	1,988	1,988	-
3-61	Consulting Services	17,135	18,956	20,700	18,457	1,500
3-65	Medical Examinations	325	325	350	498	350
3-71	Schools/Conf/Meetings	20,489	18,942	13,859	12,500	7,349
3-72	Transportation	2,364	2,154	1,604	1,150	1,604
3-91	Special Events	-	-	50	26	50
3-92	Drug Forfeiture Expen.	5,028	27,770	100,057	100,057	13,675
3-94	DUI Expen.	-	1,157	101,350	101,350	7,850
3-99	Miscellaneous Expen.	120	48	350	350	350
Total Contractual Services		48,578	71,318	240,308	236,376	32,728
Total Operating Expenditures		745,391	789,935	966,851	899,539	663,463
Total Police Administration		\$ 745,391	\$ 789,935	\$ 966,851	\$ 899,539	\$ 663,463

820 – PATROL



DEPARTMENT OF POLICE

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.

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 part-time crossing guards provide safety patrol for school children at various school locations throughout the Village. These crossings are manned by seven adults who provide security for the children in the area.

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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

I. Maintain and Enhance Public Safety

1. Conduct regularly scheduled directed patrols to enforce the Noise Ordinance. (First quarter)

Completed.

2. Research, purchase and implement an in-car video recording system utilizing the latest technology. (First quarter)

Completed. The department has purchased the recording system and is in the process of implementing it in the squad cars.

VII. Support and Enhance Staff Training and Service Capacity

3. Train two additional Field Training Officers and two Juvenile Officers. (Second quarter)

Completed. All four positions have been trained.

ADDITIONAL ACCOMPLISHMENTS

1. The department instituted a Probationary Police Officer Mentoring Program to help new police officers transition into a full time officer.
2. The department instituted a new Probationary Police Officer review panel to monitor and approve Probationary Police Officers from the Field Training Program.
3. The department hired 3 additional police officers.
4. An additional officer was added to the Evidence Technician Team for the Major Case Assistance Team.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety

1. Implement and maintain the Area Response Team Initiative. (First quarter)
2. Conduct four Neighborhood Area Meetings in compliance with the Area Response Team initiative. (Fourth quarter)

VII. Support and Enhance Staff Training and Service Capacity

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

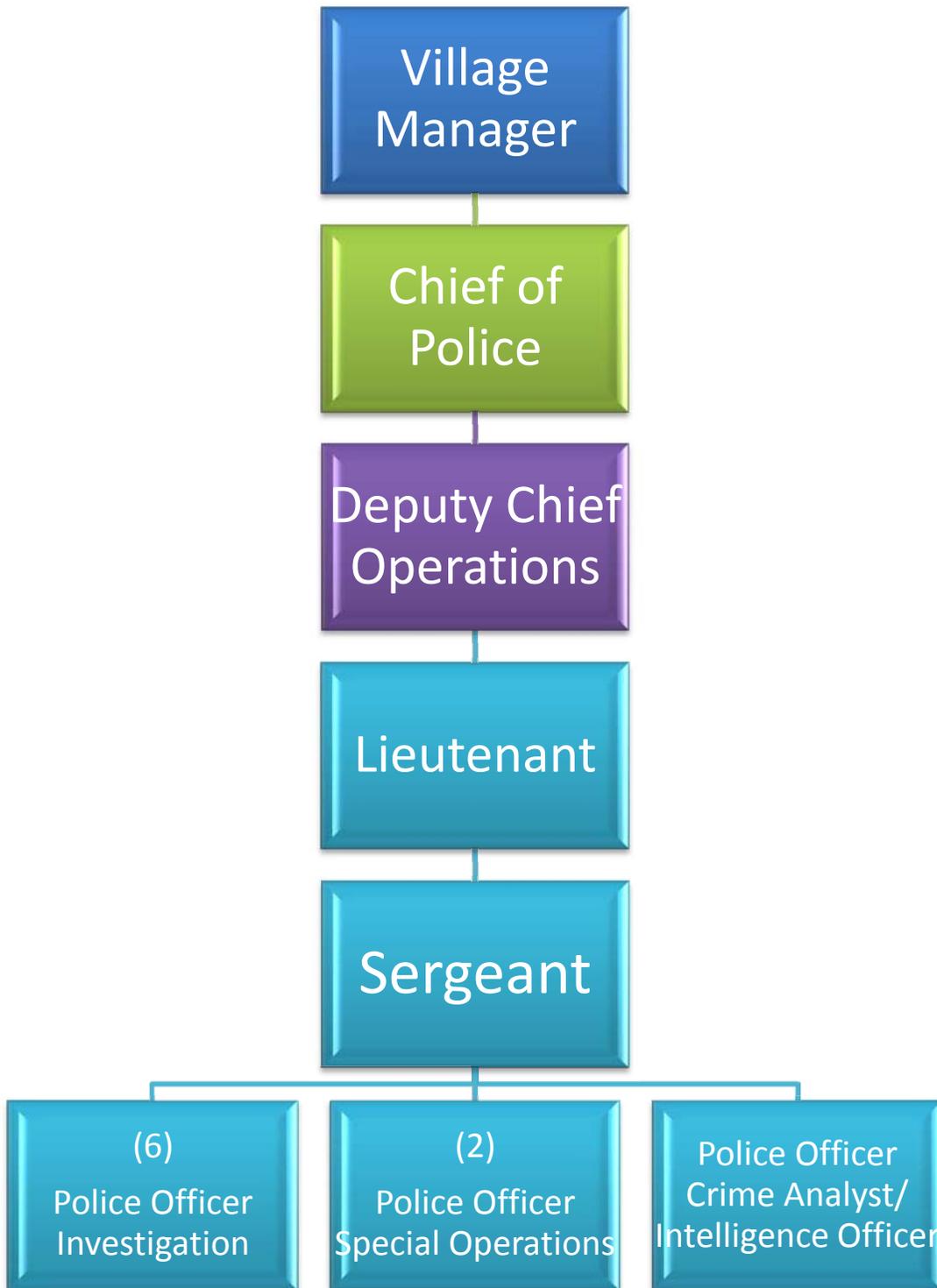
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0820 - Patrol

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 2,784,797	\$ 2,760,153	\$ 2,954,647	\$ 2,847,712	\$ 3,265,899
1-12	Salaries-Part Time	18,032	17,512	39,878	27,562	-
1-21	Salaries-Overtime	367,518	447,134	407,270	478,210	426,706
1-22	Court Appearances	106,978	114,282	110,000	111,436	111,000
1-23	Holiday Pay	85,955	79,196	88,970	83,722	83,240
1-29	Employee Incentive	15,569	24,544	28,055	25,016	28,055
1-30	Sick Leave Buy Back	18,078	7,936	-	-	-
1-41	State Retirement	31,646	35,546	31,320	32,627	30,773
1-42	Social Security	252,552	256,104	291,464	276,807	309,172
1-43	Police Pension	640,788	677,269	742,704	737,358	904,496
1-44	Employee Insurance	538,527	548,734	748,223	670,102	709,602
Total Personal Services		4,860,440	4,968,410	5,442,531	5,290,552	5,868,943
2-13	Memberships/Subscriptions	4,615	4,710	6,290	6,290	4,485
2-14	Books/Publications/Maps	-	49	300	300	300
2-21	Gasoline & Lube	102,567	105,330	111,200	104,000	109,200
2-25	Ammunition	7,005	7,925	6,500	6,500	1,500
2-27	Materials & Supplies	6,724	8,514	9,159	9,159	4,870
2-31	Uniforms	34,612	32,625	40,200	40,000	37,200
2-33	Safety & Protective Equip	4,499	3,596	5,000	5,000	5,000
2-34	Small Tools	8,149	6,261	4,326	12,622	850
Total Commodities		168,171	169,010	182,975	183,871	163,405
3-37	M & R- Other Equipment	-	-	100	100	100
3-52	Vehicle Maint & Replace	120,927	85,241	88,368	88,368	-
3-65	Medical Examinations	786	1,626	3,380	3,508	3,380
3-71	Schools/Conf/Meetings	47,562	34,710	48,338	47,322	44,864
3-72	Transportation	9,302	11,152	11,955	13,421	15,955
3-99	Miscellaneous Expen.	64	42	125	125	125
Total Contractual Services		178,641	132,771	152,266	152,844	64,424
Total Operating Expenditures		5,207,252	5,270,191	5,777,772	5,627,267	6,096,772
Total Patrol		\$ 5,207,252	\$ 5,270,191	\$ 5,777,772	\$ 5,627,267	\$ 6,096,772

830 – SPECIAL OPERATIONS/INVESTIGATIONS



DEPARTMENT OF POLICE

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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Maintain and Enhance Public Safety

1. Develop a process to identify and monitor Vacant Properties within the Village. (First quarter)

Pending.

2. Conduct four drug-related search warrants. (First and fourth quarters)

Completed. To date, seven search warrants have been served.

3. Conduct two liquor compliance checks. (Second and fourth quarters)

Completed. Two compliance checks were completed.

4. Conduct two sex offender compliance checks. (First and third quarters)

Completed. Both sex offender compliance checks have been completed.

VII. Support and Enhance Staff Training and Service Capacity

5. Train a new Crime Analyst/Intelligence Officer. (First quarter)

Completed. Officer Carlson was trained and is performing very well.

ADDITIONAL ACCOMPLISHMENTS

1. The Special Operations Group worked with area department to form a Gang Suppression Initiative.
2. The department hosted 3 Tri-Village Detective Meeting at Village Hall.
3. The Investigations Division successfully investigated 3 homicides in a very timely and efficient manner.
4. The Special Operations Group created and presented a Gang Awareness Training session for local schools and community groups.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety

1. Conduct eight narcotics related search warrants or narcotics investigations. (Fourth quarter)
2. Conduct two sex offender compliance checks. (First and third quarters)

VII. Support and Enhance Staff Training and Service Capacity

3. Implement and train personnel on the Hanover Park Safe Home Initiative. (First quarter)
4. Update and cross-train Special Operations Group and Investigations personnel on the Gang Awareness presentation.

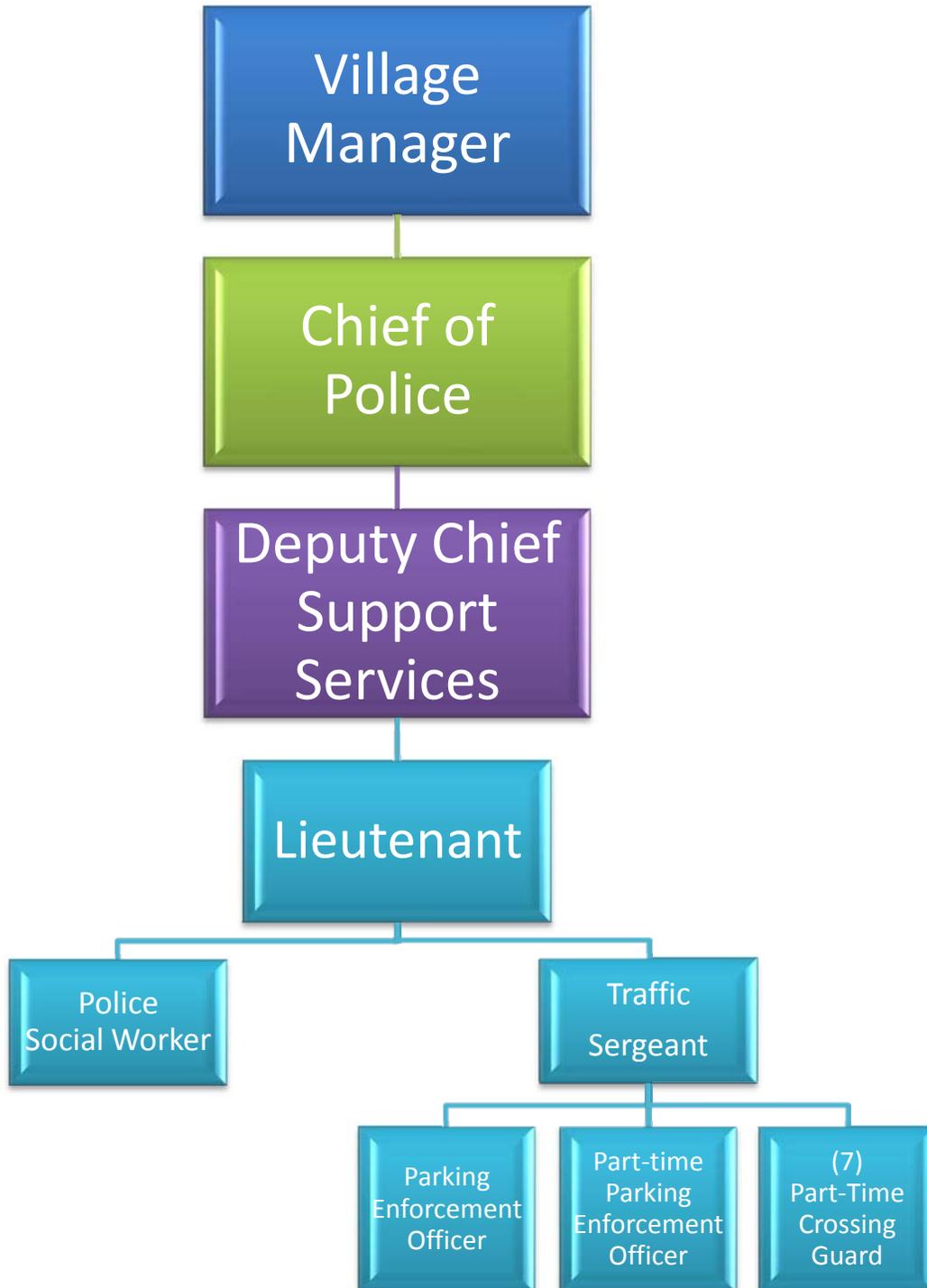
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0830 - Investigations

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 636,164	\$ 883,056	\$ 820,110	\$ 909,462	\$ 760,907
1-21	Salaries-Overtime	125,540	186,802	130,000	170,710	137,800
1-22	Court Appearances	13,708	26,295	15,000	29,226	20,000
1-23	Holiday Pay	16,950	30,002	23,874	31,173	25,783
1-26	Compensation Adjustment	7,016	9,393	12,000	10,338	12,000
1-30	Sick Leave Buy Back	1,254	913	-	-	-
1-41	State Retirement	4,303	(16)	4,598	2,124	-
1-42	Social Security	56,962	86,728	78,573	86,675	74,044
1-43	Police Pension	140,759	208,143	217,071	217,071	263,819
1-44	Employee Insurance	123,704	201,122	219,608	227,386	199,522
Total Personal Services		1,126,360	1,632,438	1,520,834	1,684,165	1,493,875
2-13	Memberships/Subscriptions	8,180	8,308	12,445	12,445	1,245
2-14	Books/Publications/Maps	-	49	100	120	100
2-21	Gasoline & Lube	7,257	8,799	8,340	8,500	9,100
2-27	Materials & Supplies	-	-	150	150	150
2-31	Uniforms	6,248	7,188	5,700	5,700	5,700
2-34	Small Tools	2,264	-	2,500	1,010	100
Total Commodities		23,949	24,344	29,235	27,925	16,395
3-32	M & R- Office Equipment	-	-	100	100	100
3-37	M & R- Other Equipment	-	-	50	50	50
3-52	Vehicle Maint & Replace	11,573	7,452	7,761	7,761	-
3-65	Medical Examinations	-	440	936	500	936
3-71	Schools/Conf/Meetings	3,632	4,288	13,900	13,000	13,900
3-72	Transportation	1,786	980	1,250	2,407	1,250
3-99	Miscellaneous Expen.	72	156	225	117	225
Total Contractual Services		17,063	13,316	24,222	23,935	16,461
Total Operating Expenditures		1,167,372	1,670,098	1,574,291	1,736,025	1,526,731
Total Investigations		\$ 1,167,372	\$ 1,670,098	\$ 1,574,291	\$ 1,736,025	\$ 1,526,731

840 – COMMUNITY SERVICES



DEPARTMENT OF POLICE 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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Maintain and Enhance Public Safety

1. Update the Social Services Unit Operating Manual and maintain CALEA compliance with 5th Edition Standards. (First quarter)

Completed.
2. Update and maintain the Mass Care Annex of the Village Emergency Operations Plan. (Second quarter)

In-Progress. Staff is currently in the process of converting the updated Emergency Operations Plan into an electronic format.
3. Chief Webb and Command Staff will sponsor two meetings in March with identified Homeowner's Associations to address any issues or concerns that may be occurring prior to the spring and summer months. (Fourth quarter)

Revised. This goal was revised based on the Area Response Team Initiative. Individual meetings were held with homeowner associations.
4. Chief Webb will sponsor an annual meeting with business leaders in the community to discuss issues of safety and security relevant to their businesses. (Fourth quarter)

Revised. This goal was revised based on the Area Response Team Initiative. Individual officers are assigned to businesses by area and quarterly meetings are held.

5. Utilize a Community Policing Strategy that includes the School Familiarization Program, Business Checks and an emphasis on Curfew ordinance enforcement to enhance public safety in the village. (Fourth quarter)

Completed. All above items were operational goals for the Patrol Division and are tracked.

VIII. Support and Enhance Staff Training and Service Capacity

6. Conduct roll-call training on any new procedures or programs regarding Orders of Protections. (Fourth quarter)

Completed.

III. Strengthen Community Involvement and Participation

7. Develop a school assembly program to include, but not limited to, gang awareness, drugs and school safety. (Second quarter)

Completed.

ADDITIONAL ACCOMPLISHMENTS

1. The department re-invented the Neighborhood Watch Program.
2. All Public Works employees were trained on the Fleet Watch Crime Prevention Program.
3. The department started the E-Alerts Program as a crime prevention strategy which notifies residents on issues of concern occurring in the community.
4. The department attends the Mayor's Public Safety and Awareness Committee.
5. The department hosted a COPS Day event at the Community Center.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety

1. Create a report that tracks the monthly red light camera activity and statistics. (Second quarter)
2. Analyze and evaluate the Neighborhood Watch Program. (Fourth quarter)

VII. Support and Enhance Staff Training and Service Capacity

3. The Police Social Worker will participate in the Mayor's Public Safety Awareness Committee. (First quarter)
4. The Police Social Worker will create a social services resource list for the use in the Hanover Park Safe Home Programs.

III. Strengthen Community Involvement and Participation

5. Document and track the distribution of information between the Area Response Team Initiative and the Neighborhood Watch Program. (Fourth quarter)
6. Create a database of Neighborhood Watch Block Captains for the purpose of distribution of information. (First quarter)

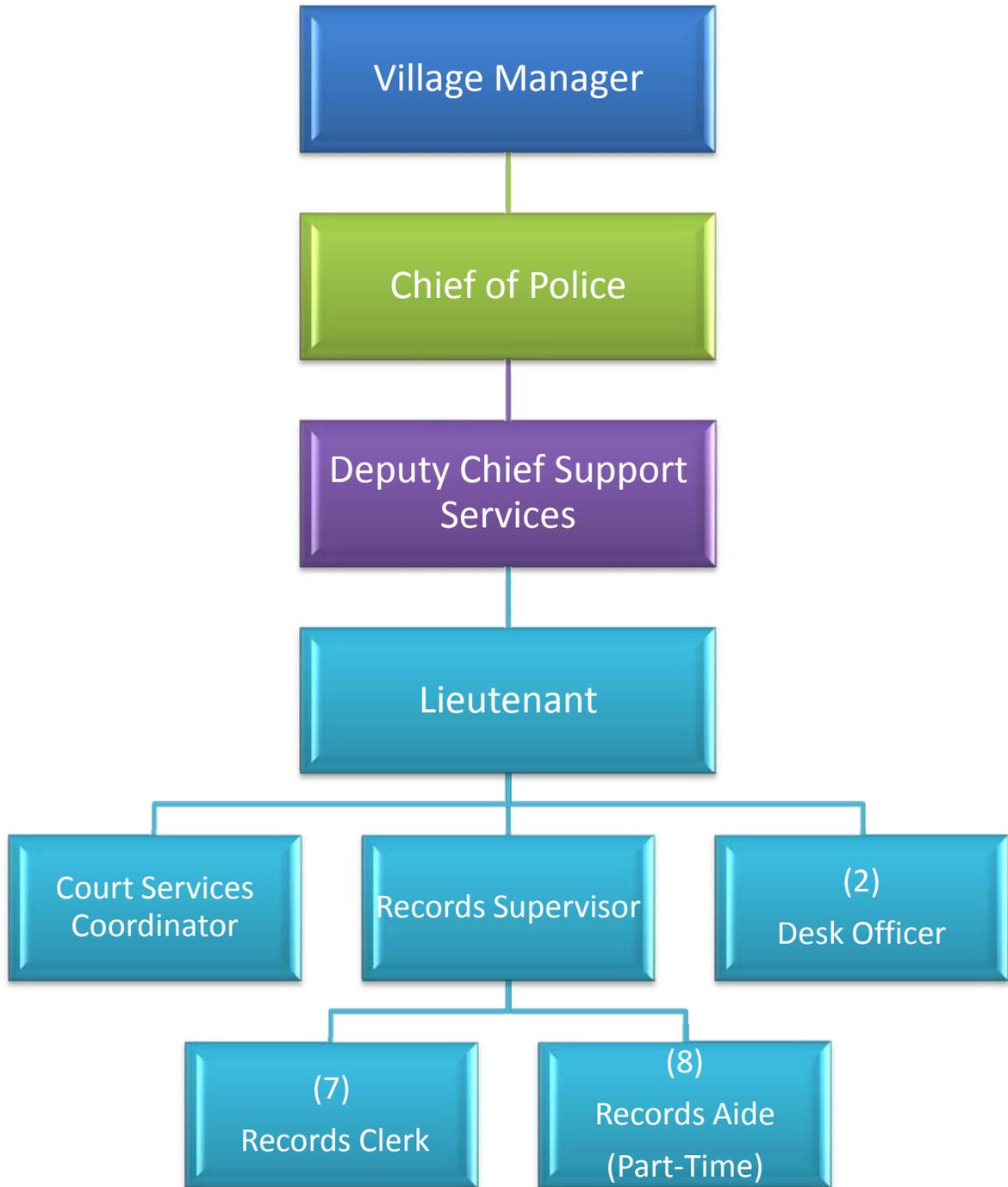
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0840 - Community Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 122,259	\$ 59,253	\$ 62,656	\$ 62,560	\$ 166,049
1-12	Salaries-Part Time	-	-	-	-	35,769
1-21	Salaries-Overtime	12,932	852	2,000	3,021	5,000
1-22	Court Appearances	651	(163)	-	-	5,000
1-23	Holiday Pay	2,444	-	-	-	2,600
1-30	Sick Leave Buy Back	2,407	-	-	-	-
1-41	State Retirement	6,067	6,030	6,560	6,408	9,434
1-42	Social Security	11,266	4,480	4,946	5,020	15,592
1-43	Police Pension	17,800	-	-	-	26,952
1-44	Employee Insurance	18,501	3,870	5,128	5,076	30,852
Total Personal Services		194,327	74,322	81,290	82,085	297,248
2-13	Memberships/Subscriptions	350	255	375	250	375
2-14	Books/Publications/Maps	-	-	25	13	25
2-21	Gasoline & Lube	560	674	-	-	-
2-27	Materials & Supplies	2,043	-	1,000	1,009	1,450
2-31	Uniforms	98	-	-	-	-
2-34	Small Tools	9	-	50	50	50
Total Commodities		3,060	929	1,450	1,322	1,900
3-37	M & R- Other Equipment	-	-	25	13	25
3-52	Vehicle Maint & Replace	2,875	-	-	-	-
3-61	Consulting Services	2,175	2,235	2,500	2,600	2,500
3-71	Schools/Conf/Meetings	725	501	1,170	1,170	910
3-72	Transportation	106	96	100	100	100
3-99	Miscellaneous Expen.	58	-	240	120	240
Total Contractual Services		5,939	2,832	4,035	4,003	3,775
Total Operating Expenditures		203,326	78,083	86,775	87,410	302,923
Total Community Services		\$ 203,326	\$ 78,083	\$ 86,775	\$ 87,410	\$ 302,923

850 – STAFF SERVICES



DEPARTMENT OF POLICE 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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Review the process for the storage, destruction and expungement of juvenile records. (First quarter)

Pending.

2. Implement a 3-tier redundancy procedure for the essential tasks performed by Records Division personnel. (Second quarter)

Completed.

3. Implement a computer skills training program for the Records Division personnel. (Third quarter)

Completed. Windows based training was conducted with records division staff.

4. Review and update the Rapid Reach data base annually. (Fourth quarter)

Completed.

5. Explore electronic parking ticket processing. (Fourth quarter)

Completed. This was reviewed and is not recommended at this time due to problems with interoperability between the Village, Police Department and County Court System.

ADDITIONAL ACCOMPLISHMENTS

1. PropertyRoom.com was researched and implemented.
2. Installed PMDC on all supervisor desktop computers.
3. The Emergent System was installed on supervisory Blackberry Phones.
4. "Go Bags" were purchased for all active squad cars.

2010 – 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity

1. Implement the new LEADS computer based training program. (Fourth quarter)
2. Review and update the databases in the Rapid Reach System. (First quarter)
3. Conduct the annual department wide records destruction process. (First quarter)
4. Train a back-up evidence room custodian. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 850 - Staff Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 510,227	\$ 506,405	\$ 513,273	\$ 503,158	\$ 518,934
1-12	Salaries-Part Time	99,876	113,018	130,921	116,067	132,227
1-21	Salaries-Overtime	11,702	10,322	16,478	17,973	17,466
1-23	Holiday Pay	7,398	5,119	5,772	4,908	6,233
1-30	Sick Leave Buy Back	1,709	-	-	-	-
1-41	State Retirement	41,591	40,989	45,413	42,327	48,904
1-42	Social Security	47,357	48,597	53,521	50,710	54,054
1-43	Police Pension	22,360	24,374	26,673	26,673	32,527
1-44	Employee Insurance	108,877	86,644	110,612	102,786	105,682
Total Personal Services		851,097	835,468	902,663	864,602	916,027
2-11	Office Supplies	9,032	8,242	5,250	5,250	5,250
2-13	Memberships/Subscriptions	265	355	620	529	620
2-14	Books/Publications/Maps	-	-	25	40	25
2-21	Gasoline & Lube	-	-	695	353	-
2-23	Communication Parts	1,725	2,148	2,463	2,463	2,500
2-27	Materials & Supplies	6,482	6,353	8,200	8,200	7,280
2-31	Uniforms	4,579	5,287	3,000	3,000	3,000
2-34	Small Tools	275	63	100	52	100
2-35	Evidence	6,538	3,710	3,541	3,759	5,000
2-36	Photo Supplies	2,089	1,067	2,000	2,000	2,000
2-99	Miscellaneous Expen.	53	154	75	39	75
Total Commodities		31,038	27,379	25,969	25,685	25,850
3-11	Telephone	31,465	33,810	50,080	40,043	-
3-12	Postage	18,105	20,661	20,000	19,081	20,000
3-32	M & R- Office Equipment	104	-	100	52	100
3-33	M & R- Comm Equipment	4,147	1,982	2,500	1,252	2,500
3-36	Maintenance Agreements	6,730	8,983	10,050	9,000	10,050
3-51	Equipment Rentals	441,144	454,930	493,064	493,064	538,445
3-52	Vehicle Maint & Replace	2,673	1,571	1,488	1,488	-
3-61	Consulting Services	7,565	8,615	9,000	8,800	9,000
3-65	Medical Examinations	-	397	1,584	914	1,584
3-70	Binding & Printing	1,189	1,629	1,500	1,500	1,500
3-71	Schools/Conf/Meetings	1,646	886	3,645	3,600	3,565
3-72	Transportation	182	162	250	161	250
3-99	Miscellaneous Expen.	14	-	50	50	50
Total Contractual Services		514,964	533,626	593,311	579,005	587,044
Total Operating Expenditures		1,397,099	1,396,473	1,521,943	1,469,292	1,528,921
Total Staff Services		\$ 1,397,099	\$ 1,396,473	\$ 1,521,943	\$ 1,469,292	\$ 1,528,921

860 – EMERGENCY MANAGEMENT



DEPARTMENT OF POLICE

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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

1. Maintain and Enhance Public Safety

1. Evaluate the Cook County Homeland Security initiative "Project Gold Shield." (4th Quarter)

Completed. The video and camera system is installed in one squad car and at Village Hall.

2. Review and update the Emergency Operation Plan. (2nd Quarter)
Completed.
3. Review and update the NIMS 2009 compliance for the Police Department. (2nd Quarter)
Completed. The Village and Police Department are NIMS compliant.
4. Monitor and plan the DuPage interoperability radio project. (4th Quarter)
Completed. At this time it appears the radio project will not occur until FY12 budget. Money has been budgeted and staff attends updates to the radio project.

ADDITIONAL ACCOMPLISHMENTS

1. The Police Department implemented a new Emergency Notification System and directive throughout the Village.

2010 – 2011 OBJECTIVES

1. Maintain and Enhance Public Safety

1. Conduct an evacuation and lockdown drill of the Police Department and Village Hall. (Fourth quarter)
2. Review and update the Emergency Operation Plan. (Fourth quarter)
3. Review and update the NIMS 2010 compliance for the Police Department. (Fourth quarter)
4. Monitor and plan the DuPage interoperability radio project. (Fourth quarter)

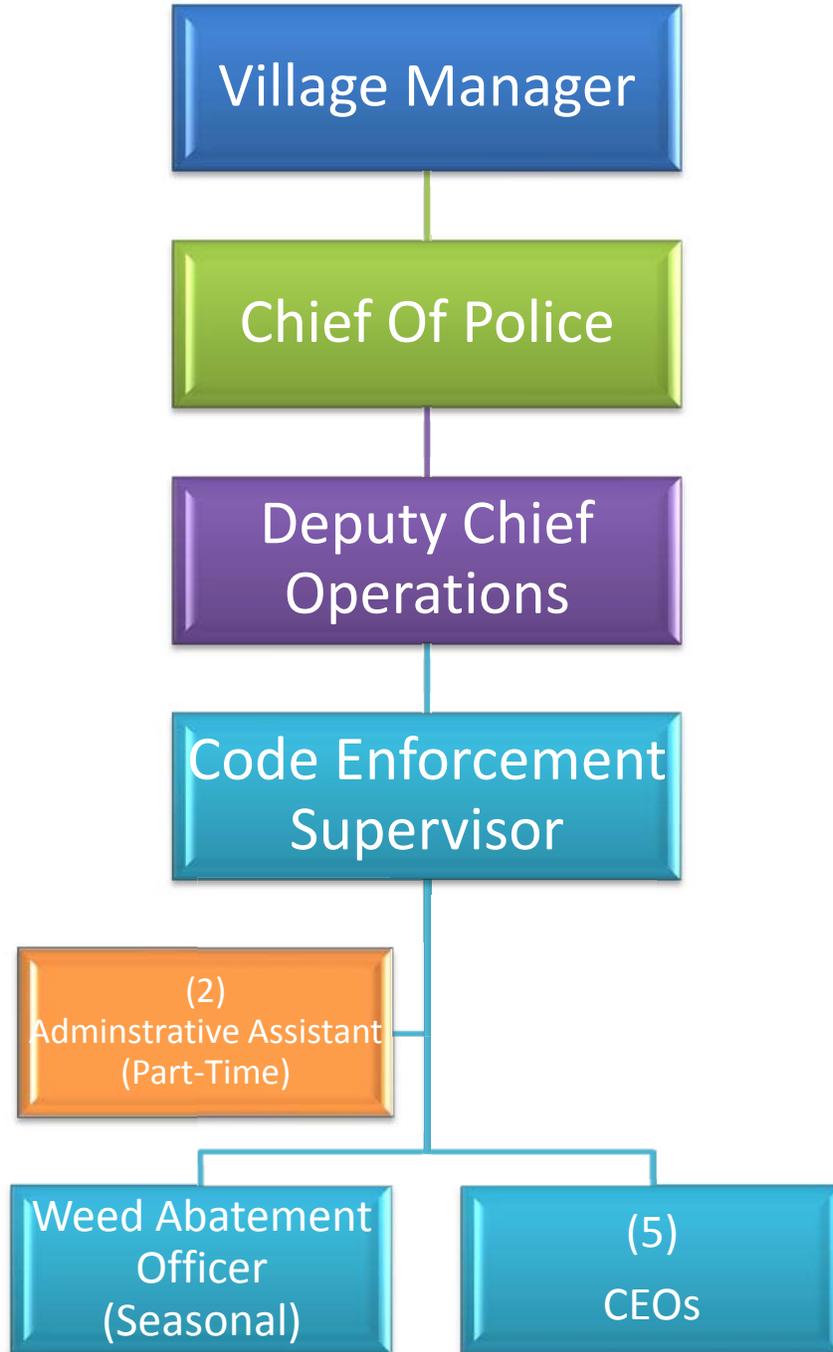
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0860 - Emergency Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 12,531	\$ 13,055	\$ 13,045	\$ 3,036	\$ -
1-41	State Retirement	2,205	2,276	3,312	515	-
1-42	Social Security	803	838	998	236	-
1-44	Employee Insurance	1,539	1,581	1,814	357	-
Total Personal Services		17,078	17,750	19,169	4,144	-
2-11	Office Supplies	1,826	-	100	52	100
2-13	Memberships/Subscriptions	-	-	55	25	55
2-14	Books/Publications/Maps	-	-	125	65	125
2-27	Materials & Supplies	274	1,171	1,895	1,865	2,500
2-31	Uniforms	-	-	-	-	1,000
2-34	Small Tools	11	-	100	100	100
2-91	CERT Training	4,811	-	-	-	-
Total Commodities		6,922	1,171	2,275	2,107	3,880
3-12	Postage	-	-	50	50	50
3-32	M & R- Office Equipment	-	-	100	50	100
3-33	M & R- Comm Equipment	-	-	100	50	100
3-37	M & R- Other Equipment	4,203	2,381	3,400	3,614	3,400
3-51	Equipment Rentals	1,428	1,463	2,110	2,110	2,110
3-71	Schools/Conf/Meetings	2,357	2,225	2,842	1,373	2,842
3-72	Transportation	-	-	100	52	100
Total Contractual Services		7,988	6,069	8,702	7,299	8,702
Total Operating Expenditures		31,988	24,990	30,146	13,550	12,582
Total Emergency Services		\$ 31,988	\$ 24,990	\$ 30,146	\$ 13,550	\$ 12,582

870 – CODE ENFORCEMENT



DEPARTMENT OF POLICE

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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

1. Conduct a scavenger service sweep & report on the rate of compliance. (Fourth quarter)
Completed. 40 individuals were cited for no scavenger service in FY10 as opposed to 16 in FY09.
2. Conduct a bi-annual parking enforcement sweep of overnight parking violations. (Fourth quarter)
Completed. 275 overnight citations were issued in the two overnight parking sweeps.
3. Analyze and evaluate the Single Family Rental Residential Unit Inspection Program. (Fourth quarter)
Completed. There have been 341 licenses issued to date. The program has started successfully.
4. Train & equip Code Enforcement personnel with tablet computers to conduct property maintenance inspections and curb appeal utilizing the FireHouse Inspection Program. (First quarter)
Pending further evaluation. This program is currently being evaluated.

ADDITIONAL ACCOMPLISHMENTS

1. A new Part-Time Administrative Assistant was hired and trained.

2010 – 2011 OBJECTIVES

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

1. Conduct a scavenger service sweep & report on the rate of compliance. (Fourth quarter)
2. Conduct a bi-annual parking enforcement sweep of overnight parking violations. (Fourth quarter)

3. Increase efficiency by training all CEO's to use the FireHouse program so they may enter the dispositions for all re-inspections on their individual curb appeal cases and produce their own re-inspection sheets. (First quarter)
4. Train Code Enforcement Administrative Secretaries and then transfer responsibility for the administration of the Multi-Unit Rental Residential Licensing Program to them utilizing the FireHouse inspection software program. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0870 - Code Enforcement

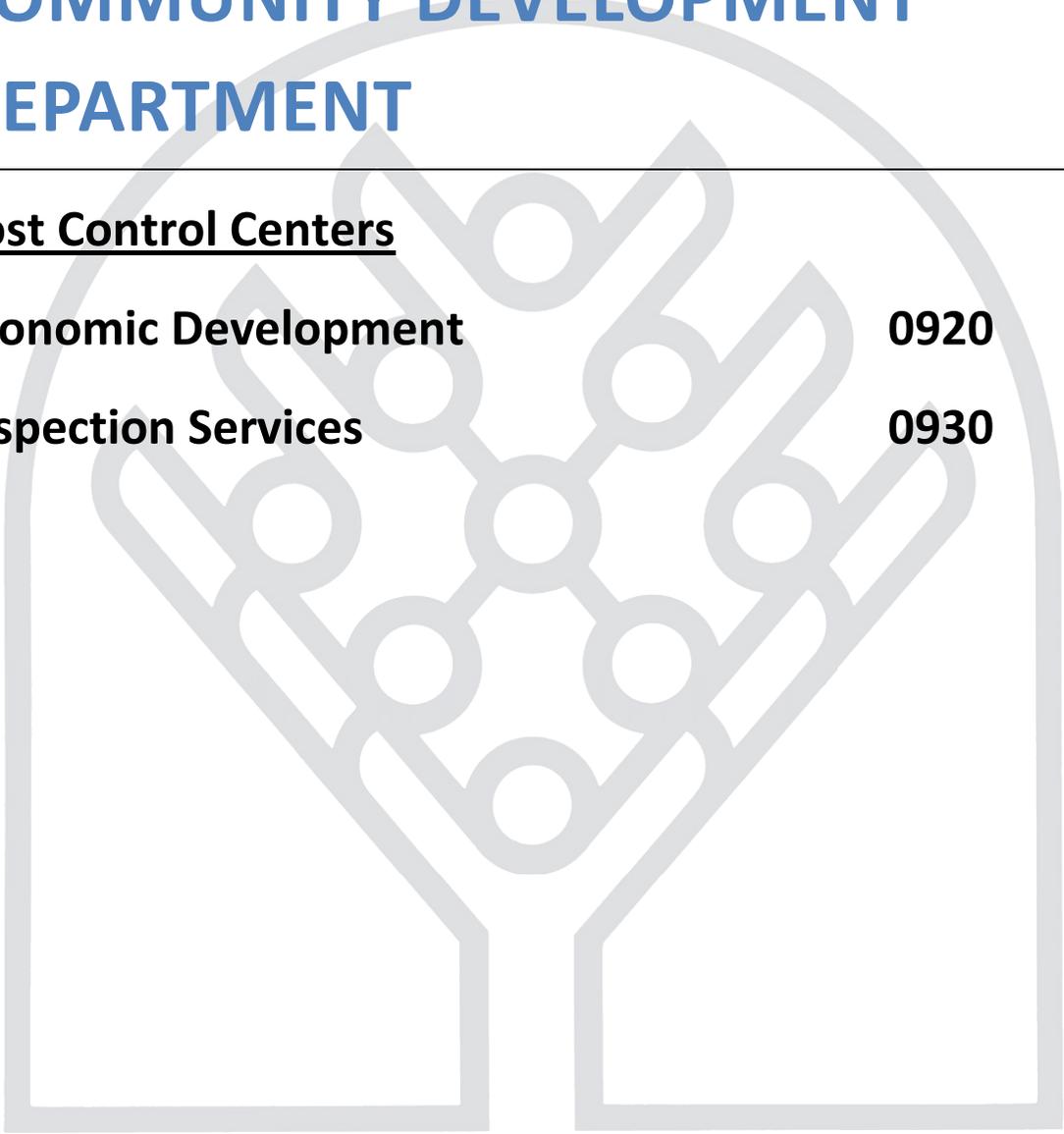
Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 281,281	\$ 324,695	\$ 334,751	\$ 307,894	\$ 333,056
1-12	Salaries-Part Time	32,552	49,435	52,674	47,282	44,921
1-21	Salaries-Overtime	4,179	3,716	4,000	6,685	5,000
1-22	Court Appearances	361	2,196	2,018	1,318	2,139
1-23	Holiday Pay	1,779	3,295	6,081	3,383	6,445
1-41	State Retirement	28,221	30,542	36,576	32,664	38,859
1-42	Social Security	24,630	27,886	31,922	29,293	31,199
1-44	Employee Insurance	24,940	38,145	29,928	36,493	67,558
Total Personal Services		397,943	479,910	497,950	465,012	529,177
2-11	Office Supplies	478	709	500	500	500
2-13	Memberships/Subscriptions	-	420	210	125	210
2-14	Books/Publications/Maps	202	-	100	52	100
2-21	Gasoline & Lube	11,614	12,975	13,500	10,500	12,150
2-31	Uniforms	2,895	5,786	2,500	3,956	2,500
2-33	Safety & Protective Equip	-	-	150	78	150
2-34	Small Tools	-	60	300	150	50
2-36	Photo Supplies	-	-	50	26	50
2-99	Miscellaneous Expen.	540	330	400	311	400
Total Commodities		15,729	20,280	17,710	15,698	16,110
3-36	Maintenance Agreements	8,290	30,130	13,000	12,872	16,000
3-61	Consulting Services	-	235	375	189	375
3-70	Binding & Printing	854	323	500	380	500
3-71	Schools/Conf/Meetings	1,215	1,993	1,734	1,680	1,734
3-72	Transportation	-	-	50	26	50
Total Contractual Services		10,359	32,681	15,659	15,147	18,659
Total Operating Expenditures		424,031	532,871	531,319	495,857	563,946
Total Code Enforcement		\$ 424,031	\$ 532,871	\$ 531,319	\$ 495,857	\$ 563,946

COMMUNITY DEVELOPMENT DEPARTMENT

Cost Control Centers

Economic Development 0920

Inspection Services 0930



Hanover Park

ORGANIZATION OF THE COMMUNITY DEVELOPMENT DEPARTMENT



920 – ECONOMIC DEVELOPMENT



DEPARTMENT OF COMMUNITY DEVELOPMENT

920 - ECONOMIC DEVELOPMENT

GOALS

The goal of the Economic Development Division is to encourage economic growth by retaining and expanding 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 Economic Development Division'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 and CONECT Committee.

Planning and zoning administration are major functions of the Economic Development Division. All proposals for commercial, industrial, and residential development are reviewed for compliance with Village zoning and subdivision requirements. 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 Economic Development Division 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. To require staff to attend various professional training seminars. Staff members continue to attend various workshops and seminars.
4. Maintaining quantitative measurements to track Department activities and performance. Staff continues to maintain a system of tracking activities on a monthly basis using Excel software. Activities such as inspections, plan reviews, complaints, and other tasks are recorded and reported.
5. Providing summary of all economic development contacts on a regular basis. These summaries are included in the weekly Community Development update.

The Economic Development Division is also responsible for the Village's marketing program. Components of the marketing program include participation at trade shows, networking with real estate and development professionals, responding to inquiries and leads of businesses wishing to locate in the Village, and promoting the Village through press releases and articles in trade publications.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2005	2006	2007	2008	2009
Number of Full Time Employees	9	9	9	9	8
Number of Part Time Employees	1	1	2	2	1
Number of Full Time Employees Per 1,000 Population	0.24	0.24	0.24	0.24	0.21
Number of Building Permits Issued	1,633	1,442	1,794	1,402	1,233
Estimated Value of Building Permits Issued	\$31,966,153	\$38,546,275	\$19,191,323	\$17,806,539	\$29,395,864
Number of Inspectors	4	4	4	4	3
Number of Inspectors per 1,000 Population	0.10	0.10	0.10	0.10	0.08
Number of Building Inspections	5,957	5,694	5,267	5,744	3,246
Food Service Establishment Inspections	252	270	242	244	244
Retail Food Stores	120	108	111	105	102
Business License Food & Rechecks	178	163	180	155	167
Business License Non-Food & Rechecks	108	92	99	101	113
Commercial Properties Inspections	238	116	170	125	180
Total Expenditures	\$797,443	\$861,554	\$879,782	\$915,879	\$972,186
Cost of Services Per Capita	\$20.83	\$22.51	\$22.98	\$23.93	\$25.40

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

II. Enhance and Maintain Property Values and Village Appearances as a Quality Community.

1. Research potential of creating new TIF in area around former Menards location on Irving Park Road. (First through fourth quarters)

Ongoing. Potential redevelopment by Fiesta Market may negate the need to create a TIF here.

2. Work with developer to renovate Hanover Square Shopping Center. (First through fourth quarters)

Ongoing. Village has approved a redevelopment plan with Bob Carrane of Exmoor Properties. Construction plans have been submitted and are under review.

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

Ongoing. NuCare is under construction and MI Homes has taken over for Neumann Homes to complete the townhome component of Church Street Station. Staff continues to work with the ownership of the old Lakewood Restaurant to achieve construction of a new building on this parcel.

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

Ongoing. Staff continues to work with owners and brokers to foster additional redevelopment within TIF#4. The old Corfu restaurant continues to be a focus of our efforts and the owner has shown a willingness to work with potential buyers.

5. To facilitate goals established by the Village Board with a consultant. (First through fourth quarters)

Not Implemented. Need for a consultant not justified.

6. Pending funding, develop and submit housing grant program to address needs as established. (First through fourth quarters)

Ongoing. Staff continues to seek out grant programs that can be utilized by the Village to address housing needs.

III. Strengthen Community Involvement and Participation

7. Utilize Comprehensive Plan update as opportunity to involve residents and seek participation and input. (First and second quarters)

Complete. Teska Associates conducted several public meetings seeking input on the comprehensive plan and provided a survey that was available on our website for residents seeking to provide additional commentary.

IV. Pursue Economic Development as a Strategy for the Future

8. To pursue two developer/tenant events showcasing opportunities within the Village. (First through third quarters)

Complete. Staff attended the 2009 ICSC Spring convention in Las Vegas during the First quarter of FY'10 and maintained a presence at the 2009 ICSC Chicago Dealmaking program in the second quarter of FY'10.

9. Explore additional incentives for development and redevelopment in TIF #2. (First through fourth quarters)

Ongoing. Staff has been exploring possible projects for implementation in this TIF, both on the public and private side. Water main and added security have already been implemented.

V. Maintain and Enhance Village Infrastructure

10. Include an Infrastructure component to the Comprehensive Master Plan, currently being updated by Teska Associates, Inc. (First and second quarters)

Complete. Teska has included an analysis of transportation, community facilities and utilities as part of their deliverables.

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax

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

Ongoing. In addition to attending ICSC conferences and programs, Staff also participated in local programs sponsored by Choose DuPage, ULI, the Chaddick Institute

VII. Support and Enhance Staff Training and Service Capacity

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

Ongoing. Staff continues to attend American Planning Association and Gold STAR12; technical and professional seminars and conferences to keep certifications intact.

13. Pursue planning and economic development seminars and conferences. (First through fourth quarters)

Ongoing. Staff continues to attend ICSC, Chaddick Institute and Planners Training Service seminars and workshops.

ADDITIONAL ACCOMPLISHMENTS

1. Maintained procedures for processing property violations affecting real estate transfer tax stamps including approximately 23 properties during 2009.
2. Completed approximately 118 zoning site plan reviews and 222 zoning inquiries during 2009.
3. Maintained appointment and involvement with the DuPage Community Development Commission Executive Committee and HOME Advisory Group.
4. Developed new economic development handout for ICSC events

2010 – 2011 OBJECTIVES

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community.

1. Continue to work with developer on renovation of Hanover Square Shopping Center. (First through fourth quarters)
2. Oversee and improve development and redevelopment in TIF #3. (First through fourth quarters)
3. Oversee and improve development and redevelopment in TIF #4. (First through fourth quarters)
4. Continue research and submit for applicable grant programs to address needs as established. (First through fourth quarters)

III. Strengthen Community Involvement and Participation

5. Complete Comprehensive Plan and Zoning Code update. (First quarter)

IV. Pursue Economic Development as a Strategy for the Future

6. To pursue two developer/tenant events showcasing opportunities within the Village. (First through third quarters)
7. Explore additional incentives for development and redevelopment in TIF #2. (First through fourth quarters)

V. Maintain and Enhance Village Infrastructure

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

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax

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

VII. Support and Enhance Staff Training and Service Capacity

10. Training and continuing education for Director, Chief Planner and Administrative Secretary to maintain current professional capacities and certifications. (First through fourth quarters)
11. Pursue planning and economic development seminars and conferences. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 001 - General Fund

Department 0920 - Economic Development

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 120,665	\$ 130,837	\$ 133,445	\$ 133,445	\$ 134,825
1-12	Salaries-Part-time	8,185	8,451	5,715	5,715	5,771
1-21	Salaries-Overtime	573	146	500	300	500
1-41	State Retirement	12,250	12,929	13,799	13,799	15,097
1-42	Social Security	9,493	10,358	10,835	10,835	11,043
1-44	Employee Insurance	19,550	17,903	23,086	23,086	20,168
Total Personal Services		170,716	180,624	187,380	187,180	187,404
2-11	Office Supplies	1,220	1,401	1,900	1,750	1,900
2-13	Memberships/Subscriptions	2,111	1,359	3,050	3,050	2,785
2-14	Books/Publications/Maps	123	235	125	132	125
2-99	Miscellaneous Expen.	26	14	100	50	100
Total Commodities		3,480	3,009	5,175	4,982	4,910
3-12	Postage	899	676	850	800	850
3-36	Maintenance Agreements	130	65	801	801	801
3-61	Consulting Services	38,448	19,879	15,000	-	-
3-70	Binding & Printing	1,134	-	100	50	100
3-71	Schools/Conf/Meetings	6,002	7,624	8,334	7,900	8,254
3-72	Transportation	1,906	1,131	2,595	2,100	2,695
3-91	Special Events	1,140	1,084	1,300	1,300	1,300
Total Contractual Services		49,659	30,459	28,980	12,951	14,000
Total Operating Expenditures		223,855	214,092	221,535	205,113	206,314
Total Economic Development		\$ 223,855	\$ 214,092	\$ 221,535	\$ 205,113	\$ 206,314

930 – INSPECTION SERVICES



DEPARTMENT OF COMMUNITY DEVELOPMENT

930 – INSPECTION SERVICES

GOALS

The goal of the Inspectional Services Division of the Community Development Department is to protect public health, safety and welfare. This is accomplished by performing periodic health and property maintenance inspections and inspections on all business buildings and tenant spaces. The Division also performs construction inspections on all new buildings to assure compliance with the codes adopted by the Village. Finally, the Division is responsible for ensuring a safe and sanitary environment for food service and sales and commercial properties to enforce the property maintenance and other health-related codes of the Village.

DESCRIPTION OF FUNCTIONS

The functions of the Inspectional Services Division are: review plans and specifications submitted for building permits; conduct inspections for construction, business registrations, and other inspections within the scope of the Division's duties; answer inquiries from residents, contractors and business owners concerning code and general construction requirements of the Village; inspection on a quarterly basis of all food stores and food service establishments, and commercial properties in the Village; inspection of cosmetology, child care, medical and animal care facilities; inspection and investigation of complaints regarding all nonresidential buildings for compliance with property maintenance, health and sanitation codes; and provide educational programs in cooperation with other Village departments regarding code requirements to residents and businesses.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

I. Maintain and Enhance Public Safety.

1. Utilize results of Drive Cam to improve driver safety. (First through fourth quarters)

Ongoing. Director and Chief Building Official continue to monitor and coach employees on their driving as suggested by DriveCam.

2. Maintain same day or next day availability for residential and commercial new construction and remodeling inspections. Coordinate commercial plan reviews and inspections with Village departments and outside agencies. (First through fourth quarters)

Ongoing. Staff is maintaining availability for inspections on a same day or next day schedule. Plan reviews continue to be coordinated with other Village departments and outside agencies for detailed review.

3. Begin evaluation of 2009 International Building Codes. (First through fourth quarters)

Ongoing. Staff continues to review and analyze the 2009 International codes for adoption early next fiscal year.

II. Enhance and Maintain Property Values and Village Appearances as a Quality Community.

4. Realign department personnel to provide more efficient commercial code enforcement. (First and second quarters)

Complete. A departmental reorganization shifted commercial code activities for more proactive commercial enforcement activities. Almost 400 commercial property inspections and re-inspections have been conducted so far this fiscal year.

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

Ongoing. Staff continues to monitor and assist with development activities in TIF #4.

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax.

6. Reorganize department to reflect decreases in permitting and development. (First quarter)

Complete. Staff changes were made that reduced personnel to reflect decreases that were being experienced in permitting and development.

VII. Support and Enhance Staff Training and Service Capacity.

7. Pursue building, permitting and health-related seminars and conferences. (First through fourth quarters). Engage in training on the 2006 International Code. (First through fourth quarters)

Ongoing. Staff continues to attend various seminars and conferences related to building, code enforcement and health topics to keep certifications current.

ADDITIONAL ACCOMPLISHMENTS

1. Issued over 1,230 building permits in calendar year 2009 with an estimated value of over \$29 million. Although the estimated permit value is significantly higher than last year (up over 60%), this total is mostly attributable to NuCare. If we factor out the NuCare permit, our permit totals were down approximately 12% and our estimated value would have been down almost 20%. Staff expects the number of permits issued in 2010 to be flat or increase slightly. As for estimated values, we will likely see a decrease as Staff does not foresee a similar proposal for a building like NuCare.
2. Prepared over 25 court cases for various code issues including lack of necessary permits, commercial code enforcement issues and uninhabitable structures lacking water service.
3. Three Community Development staff members provided translation services to the Police Department on several occasions.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety.

1. Maintain same day or next day availability for residential and commercial new construction and remodeling inspections. Coordinate commercial plan reviews and inspections with Village departments and outside agencies. (First through fourth quarters)
2. Adoption of 2009 International Building Codes. (First quarter)

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community.

3. Enhance commercial code enforcement activities. (First through fourth quarters)
4. Oversee and improve development and redevelopment in all TIF Districts. (First through fourth quarters)

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax.

5. Oversee development at NuCare and Church Street Station. (First through fourth quarters)

VII. Support and Enhance Staff Training and Service Capacity.

6. Pursue building, permitting and health-related seminars and conferences. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

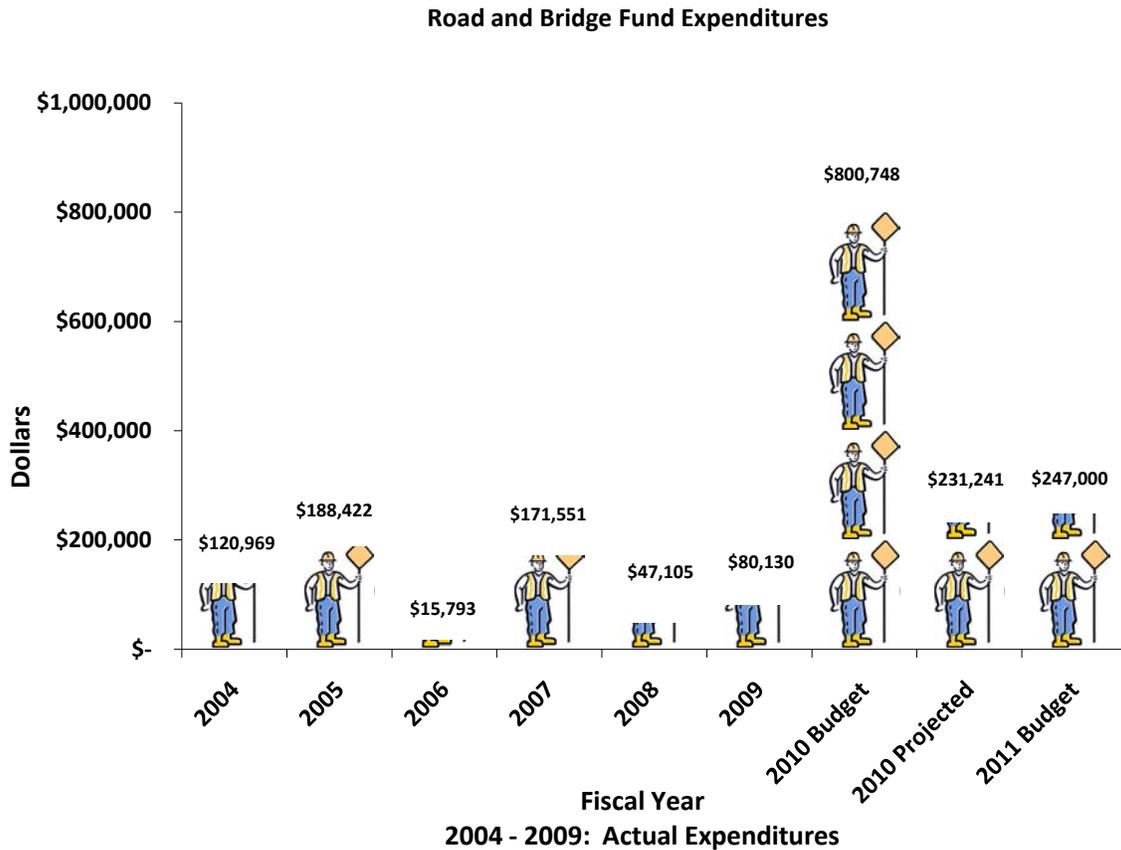
Fund 001 - General Fund

Department 0930 - Inspection Services

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 478,946	\$ 509,914	\$ 434,209	\$ 434,209	\$ 439,332
1-12	Salaries-Part time	3,715	19,722	13,335	13,335	13,467
1-21	Salaries-Overtime	2,563	671	3,350	3,350	3,350
1-41	State Retirement	46,938	49,521	44,273	44,273	48,881
1-42	Social Security	35,938	40,089	34,374	34,374	35,343
1-44	Employee Insurance	93,409	118,164	85,116	85,116	75,112
Total Personal Services		661,509	738,081	614,657	614,657	615,485
2-11	Office Supplies	1,097	1,313	780	937	780
2-13	Memberships/Subscriptions	1,123	930	1,290	1,290	1,165
2-14	Books/Publications/Maps	2,193	568	2,395	2,532	1,085
2-21	Gasoline & Lube	4,322	4,553	4,590	4,590	4,300
2-31	Uniforms	1,284	1,428	1,500	1,500	1,500
2-33	Safety & Protective Equip	-	-	500	500	500
2-99	Miscellaneous Expen.	-	28	50	50	50
Total Commodities		10,019	8,820	11,105	11,399	9,380
3-52	Vehicle Maint & Replace	8,479	5,099	6,133	6,133	-
3-61	Consulting Services	6,656	1,070	8,750	8,750	8,750
3-70	Binding & Printing	1,233	853	3,000	3,000	3,050
3-71	Schools/Conf/Meetings	3,511	3,398	2,670	2,670	2,680
3-72	Transportation	617	773	800	800	800
Total Contractual Services		20,496	11,193	21,353	21,353	15,280
Total Operating Expenditures		692,024	758,094	647,115	647,409	640,145
Total Inspection Services		\$ 692,024	\$ 758,094	\$ 647,115	\$ 647,409	\$ 640,145

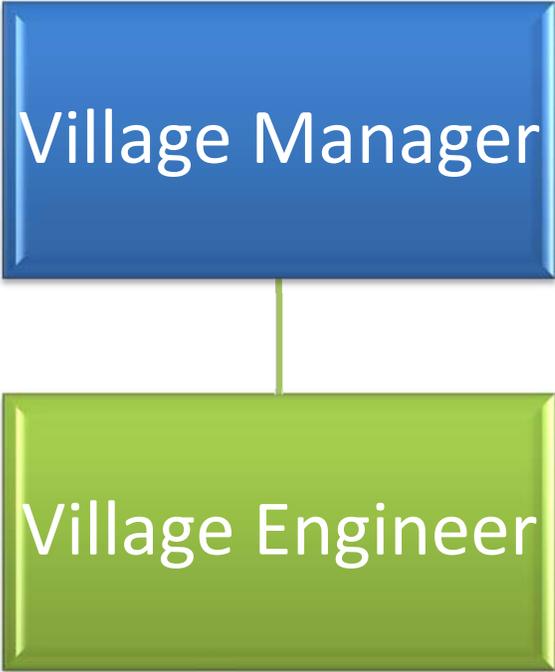
ROAD AND BRIDGE FUND

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 Years 2010 and 2011.

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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. To provide funding for the installation of five new streetlights at various locations in the Village. (Third quarter)

Completed.

2. To provide funding for the excavation and grading of the southeast corner of Lake Street and County Farm Road as part of the Lake Street widening project by IDOT. (First quarter)

Waiting for final accounting by IDOT.

3. To provide funding for engineering and construction for a proposed bike path on the NGPL easement from Ranger Park to Atcher Park. (Fourth quarter)

Ongoing.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. To provide funding for the excavation and grading of the southeast corner of Lake Street and County Farm Road as part of the Lake Street widening project by IDOT. (First quarter)

2. To provide funding for engineering and construction for a proposed bike path on the NGPL easement from Ranger Park to Atcher Park. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

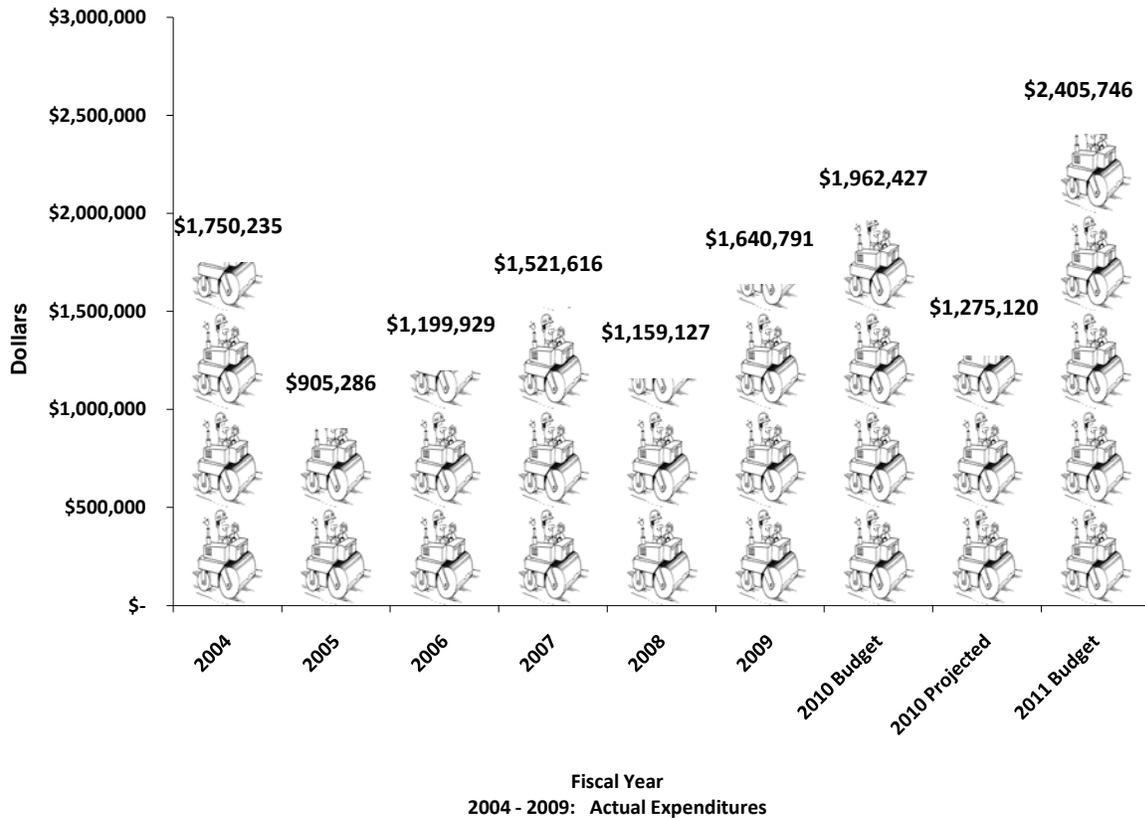
Fund 010 - Road and Bridge Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.02-00	Personal Property Replacemt	\$ 3,209	\$ 2,702	\$ 2,400	\$ 2,357	\$ 1,500
311.04-00	Township Tax Levy	94,032	98,407	90,000	101,006	95,000
Total Taxes		<u>97,241</u>	<u>101,109</u>	<u>92,400</u>	<u>103,363</u>	<u>96,500</u>
361.00-00	Interest on Investments	24,786	16,132	15,188	10,000	13,200
362.00-00	Net Change in Fair Value	13,161	10,709	-	-	-
Total Investment Income		<u>37,947</u>	<u>26,841</u>	<u>15,188</u>	<u>10,000</u>	<u>13,200</u>
380.02-00	Reimbursed Exp	-	8,096	33,699	6,213	12,103
380.16-00	IDOT Reimbursement	-	-	371,174	-	-
Total Miscellaneous		<u>-</u>	<u>8,096</u>	<u>404,873</u>	<u>6,213</u>	<u>12,103</u>
399.00-00	Reappropriation	-	-	288,287	-	125,197
Total Other		<u>-</u>	<u>-</u>	<u>288,287</u>	<u>-</u>	<u>125,197</u>
Total Revenues and Other Financing Sources		<u>\$ 135,188</u>	<u>\$ 136,046</u>	<u>\$ 800,748</u>	<u>\$ 119,576</u>	<u>\$ 247,000</u>
Expenditures and Other Financing Uses						
3-64	Engineering Services	\$ 29,725	\$ 59,884	\$ 88,000	\$ 67,141	\$ 37,000
Total Contractual Services		<u>29,725</u>	<u>59,884</u>	<u>88,000</u>	<u>67,141</u>	<u>37,000</u>
Total Operating Expenditures		<u>29,725</u>	<u>59,884</u>	<u>88,000</u>	<u>67,141</u>	<u>37,000</u>
13-22	Impr Other Than Buildings	17,380	20,246	712,748	164,100	210,000
Total Capital Outlay		<u>17,380</u>	<u>20,246</u>	<u>712,748</u>	<u>164,100</u>	<u>210,000</u>
Total Other Expenditures		<u>17,380</u>	<u>20,246</u>	<u>712,748</u>	<u>164,100</u>	<u>210,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 47,105</u>	<u>\$ 80,130</u>	<u>\$ 800,748</u>	<u>\$ 231,241</u>	<u>\$ 247,000</u>

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



Budgeted expenditures increased in 2004 due to the Lake Street Reconstruction Project. Lake Street is the busiest roadway in the Village. The final payment for the Lake Street Reconstruction Project was budgeted in Fiscal Years 2007, 2008, 2009 and 2010; however, it has been carried forward to the Fiscal year 2011 budget because the final payment request from the State has not yet been received. Personal services and contractual expenditures previously budgeted in the General Fund have been included in the Motor Fuel Tax Fund beginning in Fiscal Year 2005.

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

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.

Capital improvements to the transportation system within the Village, including new traffic signals, roadway lighting, new sidewalk additions, etcetera.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

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)

Construction completed. Awaiting final accounting by IDOT.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

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

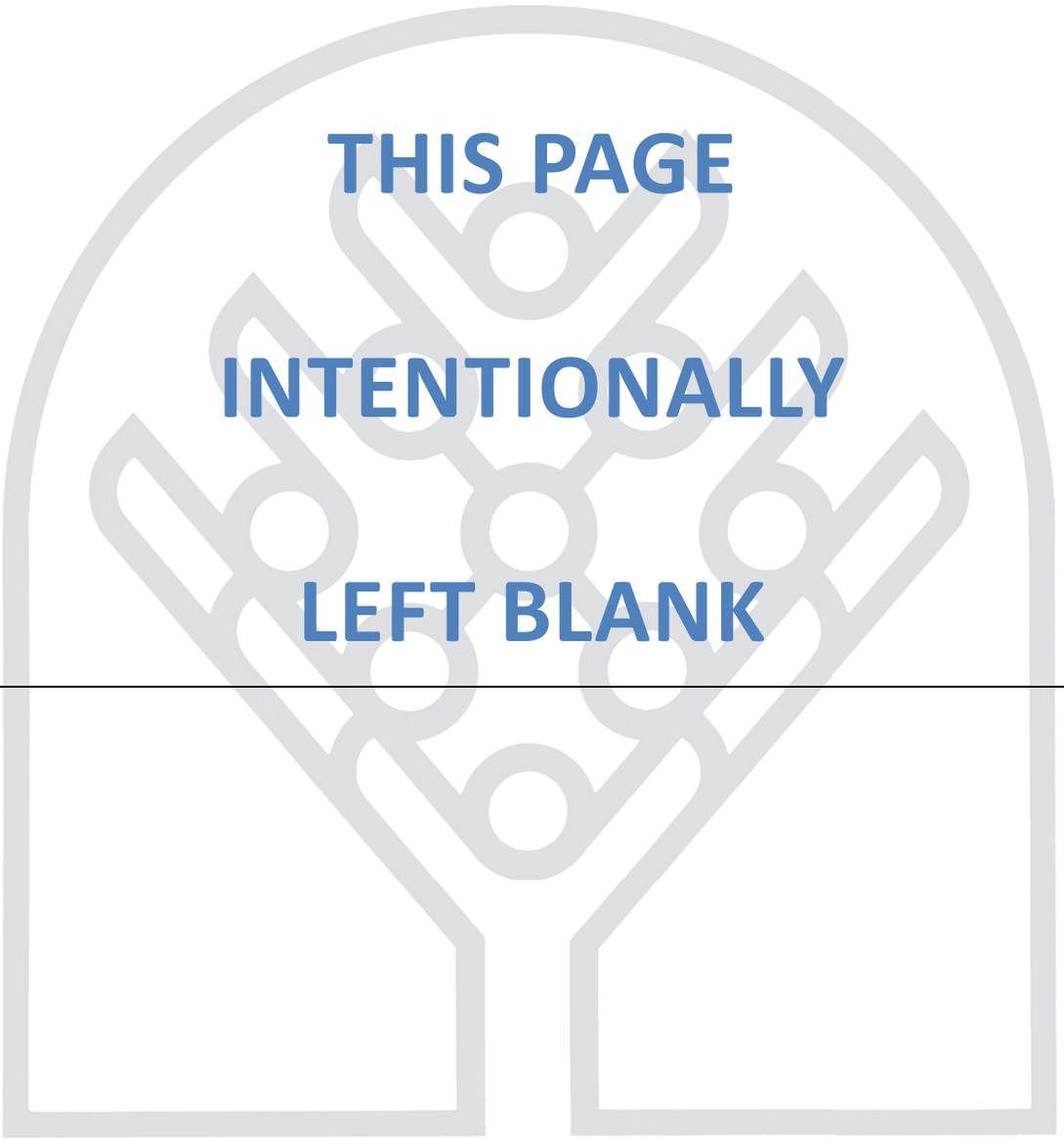
2. To provide funding for the annual sidewalk and curb and gutter replacement program. (Second quarter)

3. To provide funding for the annual crack filling program on various Village streets. (Second quarter)
4. To provide funding for traffic signals, roadway lighting and sidewalks as part of the Lake Street reconstruction project by IDOT. (First quarter)
5. To provide funding for the Village's portion of the Irving Park Rd. traffic signal modification and streetlight installation project currently under construction by IDOT. (Second quarter)
6. To provide funding for the total reconstruction of Astor Ave. from Narcissus to Briarwood. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 011 - Motor Fuel Tax Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
314.03-00	Motor Fuel Tax	\$ 1,092,166	\$ 1,022,090	\$ 960,943	\$ 979,917	\$ 920,969
Total Taxes		<u>1,092,166</u>	<u>1,022,090</u>	<u>960,943</u>	<u>979,917</u>	<u>920,969</u>
361.00-00	Interest on Investments	135,588	98,518	73,125	40,000	36,800
362.00-00	Gain on Sale of Investments	33,050	(8,290)	-	-	-
Total Investment Income		<u>168,638</u>	<u>90,228</u>	<u>73,125</u>	<u>40,000</u>	<u>36,800</u>
380.02-00	Reimbursed Expenditures	28,618	19,962	-	-	-
380.11-00	Reimb Exp-MFT	1,313	1,050	2,550	18,430	10,550
Total Miscellaneous Revenue		<u>29,931</u>	<u>21,012</u>	<u>2,550</u>	<u>18,430</u>	<u>10,550</u>
399.00-00	Reappropriation	-	-	925,809	-	1,437,427
Total Other		<u>-</u>	<u>-</u>	<u>925,809</u>	<u>-</u>	<u>1,437,427</u>
Total Revenues and Other Financing Sources		<u>\$ 1,290,735</u>	<u>\$ 1,133,330</u>	<u>\$ 1,962,427</u>	<u>\$ 1,038,347</u>	<u>\$ 2,405,746</u>
Expenditures and Other Financing Uses						
1-11	Salaries-Regular	\$ 102,649	\$ 101,979	\$ 111,175	\$ 111,292	\$ 101,389
1-21	Overtime Compensation	1,153	36	-	18	-
1-27	Language Proficiency	525	-	525	240	-
1-28	On Call Premium Pay	63	-	-	-	-
1-41	State Retirement	10,535	9,809	11,476	10,953	11,151
1-42	Social Security	7,891	7,744	8,059	8,313	7,860
1-44	Employee Insurance	24,955	26,028	29,644	29,185	24,314
Total Personal Services		<u>147,771</u>	<u>145,596</u>	<u>160,879</u>	<u>160,001</u>	<u>144,714</u>
2-27	Materials and Supplies	135,475	365,628	328,000	180,323	210,000
Total Commodities		<u>135,475</u>	<u>365,628</u>	<u>328,000</u>	<u>180,323</u>	<u>210,000</u>
3-15	Street Lighting	62,922	72,258	73,420	73,000	75,245
3-35	M&R-Streets and Bridges	229,433	246,532	253,000	251,955	243,000
3-36	Maintenance Agreements	29,105	29,402	30,693	26,000	31,129
3-37	M&R-Other Equipment	586	752	4,000	4,000	4,000
Total Contractual Services		<u>322,046</u>	<u>348,944</u>	<u>361,113</u>	<u>354,955</u>	<u>353,374</u>
Total Operating Expenditures		<u>605,292</u>	<u>860,168</u>	<u>849,992</u>	<u>695,279</u>	<u>708,088</u>
13-22	Impr Other Than Buildings	553,835	780,623	1,112,435	579,841	1,697,658
Total Capital Outlay		<u>553,835</u>	<u>780,623</u>	<u>1,112,435</u>	<u>579,841</u>	<u>1,697,658</u>
Total Other Expenditures		<u>553,835</u>	<u>780,623</u>	<u>1,112,435</u>	<u>579,841</u>	<u>1,697,658</u>
Total Expenditures and Other Financing Uses		<u>\$ 1,159,127</u>	<u>\$ 1,640,791</u>	<u>\$ 1,962,427</u>	<u>\$ 1,275,120</u>	<u>\$ 2,405,746</u>



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Hanover Park

VILLAGE OF HANOVER PARK, ILLINOIS
Schedule of Legal Debt Margin
April 30, 2010

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, 2010

Tax Levy Year	General Obligation Bond Series 2001	General Obligation Refunding Bond Series 2002	General Obligation Bond Series 2004	General Obligation Bond Series 2010*	Total
2009	450,276	673,575	278,474	186,914	1,589,239
2010	453,054	683,100	278,474	320,423	1,735,051
2011			698,474	600,423	1,298,897
2012			698,774	600,419	1,299,193
2013			698,549	599,399	1,297,948
2014			702,798	597,800	1,300,598
2015			700,878	600,609	1,301,487
2016			702,934	597,679	1,300,613
2017			708,744	593,864	1,302,608
2018			707,544	594,752	1,302,296
2019			710,544	590,035	1,300,579
2020			711,824	589,953	1,301,777
2021			716,325	584,345	1,300,670
2022			719,234	583,357	1,302,591
2023			720,360	581,820	1,302,180
2024				1,299,957	1,299,957
2025				1,298,480	1,298,480
2026				1,299,001	1,299,001
2027				1,298,124	1,298,124
2028				1,299,866	1,299,866
	<u>\$ 903,330</u>	<u>\$ 1,356,675</u>	<u>\$ 9,753,930</u>	<u>14,717,220</u>	<u>\$ 26,731,155</u>

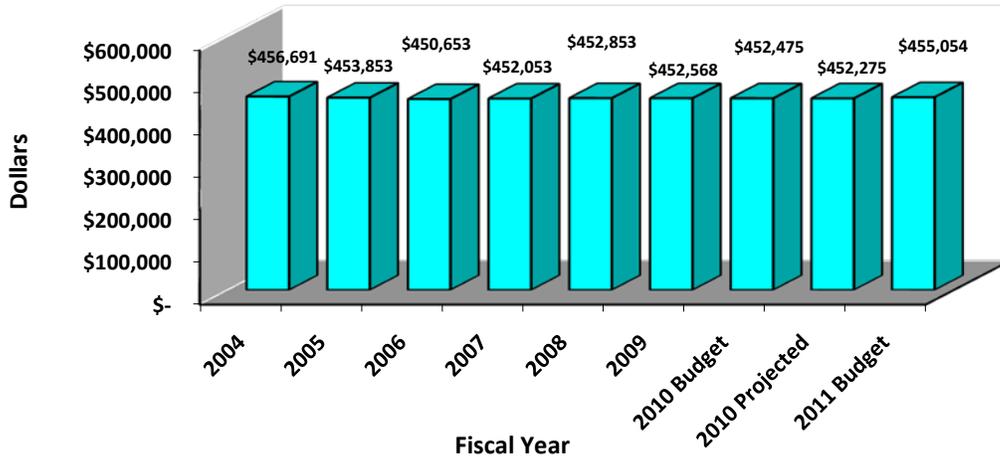
Detailed debt schedules are included in the Debt Service Funds section of this document.

* Estimated. The General Obligation Bonds are Build America Bonds that will be issued just prior to the end of Fiscal Year 2010.

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



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 040 - General Obligation Bond Series of 2001 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 461,801	\$ 453,279	\$ 450,275	\$ 450,275	\$ 453,054
Total Taxes		<u>461,801</u>	<u>453,279</u>	<u>450,275</u>	<u>450,275</u>	<u>453,054</u>
361.00-00	Interest on Investments	9,088	3,483	1,125	2,000	2,000
Total Investment Income		<u>9,088</u>	<u>3,483</u>	<u>1,125</u>	<u>2,000</u>	<u>2,000</u>
399.00-00	Reappropriation	-	-	1,075	-	-
Total Other		<u>-</u>	<u>-</u>	<u>1,075</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 470,889</u>	<u>\$ 456,762</u>	<u>\$ 452,475</u>	<u>\$ 452,275</u>	<u>\$ 455,054</u>
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 600	\$ 300	\$ 2,200	\$ 600	\$ 2,000
Total Contractual Services		<u>600</u>	<u>300</u>	<u>2,200</u>	<u>600</u>	<u>2,000</u>
11-25	Principal-G.O. 2001 Bonds	370,000	385,000	415,000	400,000	435,000
11-26	Interest-G.O. 2001 Bonds	82,253	67,268	35,275	51,675	18,054
Total Debt Service		<u>452,253</u>	<u>452,268</u>	<u>450,275</u>	<u>451,675</u>	<u>453,054</u>
Total Other Expenditures		<u>452,853</u>	<u>452,568</u>	<u>452,475</u>	<u>452,275</u>	<u>455,054</u>
Total Expenditures and Other Financing Uses		<u>\$ 452,853</u>	<u>\$ 452,568</u>	<u>\$ 452,475</u>	<u>\$ 452,275</u>	<u>\$ 455,054</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bond Series of 2001
April 30, 2010

Date of Issue July 1, 2001
Date of Maturity December 1, 2011
Authorized Issue 3,600,000
Denomination of Bonds 5,000
Interest Rates 4.00% - 4.15%
Interest Dates December 1 and June 1
Principal Maturity Date December 1
Payable at BNY Midwest Trust Company, Chicago, IL

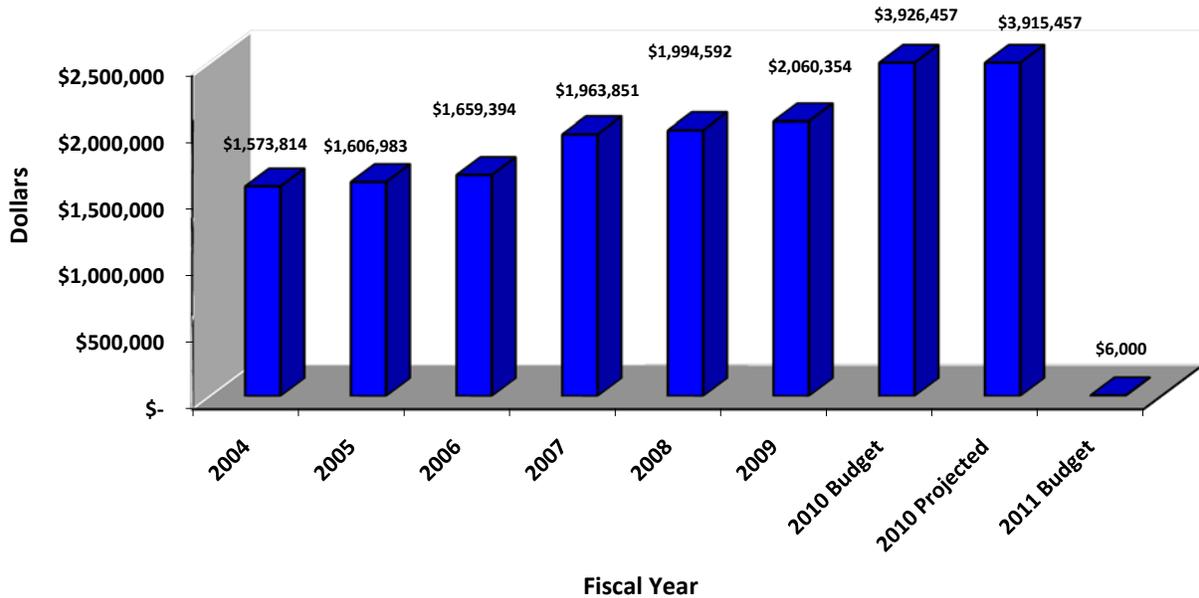
CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Numbers	Tax Levy			Interest Due On			
		Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2009	551-633	415,000	35,276	450,276	2010	17,638	2010	17,638
2010	634-720	435,000	18,054	453,054	2011	9,027	2011	9,027
		<u>\$ 850,000</u>	<u>\$ 53,330</u>	<u>\$ 903,330</u>				
						<u>\$ 26,665</u>		<u>\$ 26,665</u>

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



2004 - 2009: 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.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

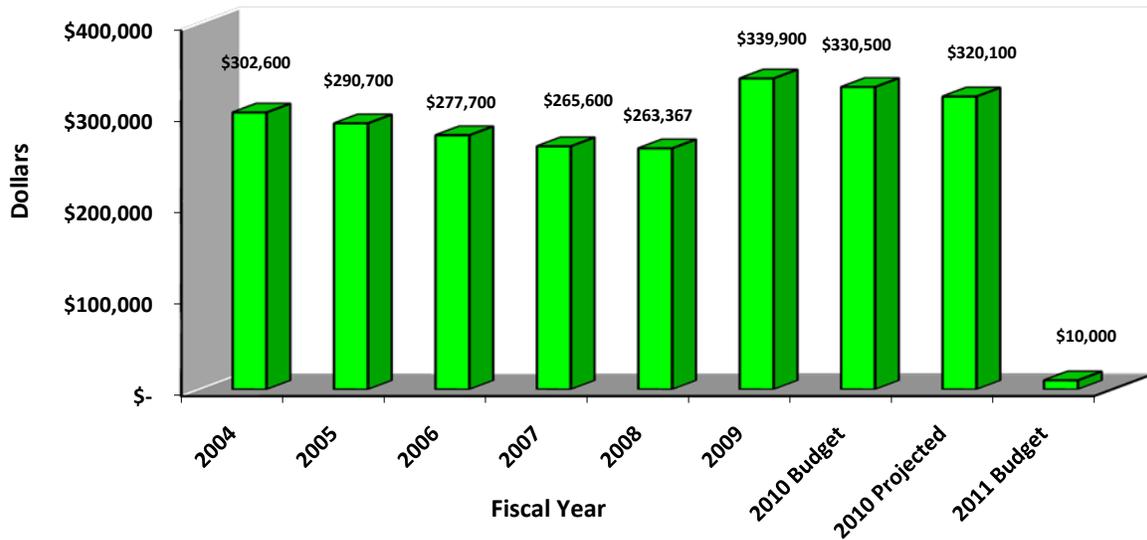
Fund 043 - Tax Increment Finance District Debt Service

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 1,085,199	\$ 1,444,456	\$ 1,833,640	\$ 2,237,410	\$ -
	Total Taxes	1,085,199	1,444,456	1,833,640	2,237,410	-
361.00-00	Interest on Investments	147,917	30,733	18,750	4,000	-
	Total Investment Income	147,917	30,733	18,750	4,000	-
399.00-00	Reappropriation	-	-	2,074,067	-	6,000
	Total Other	-	-	2,074,067	-	6,000
	Total Revenues and Other Financing Sources	\$ 1,233,116	\$ 1,475,189	\$ 3,926,457	\$ 2,241,410	\$ 6,000
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 17,897	\$ 15,011	\$ 26,000	\$ 15,000	\$ 6,000
	Total Contractual Services	17,897	15,011	26,000	15,000	6,000
	Total Operating Expenditures	17,897	15,011	26,000	15,000	6,000
11-15	Principal-T.I.F.#2 '89 Issue	1,550,000	1,700,000	1,650,000	1,650,000	-
11-16	Interest-T.I.F.#2 '89 Issue	247,695	169,343	76,457	76,457	-
	Total Debt Service	1,797,695	1,869,343	1,726,457	1,726,457	-
12-32	Transfer to TIF #2 Capital	-	-	2,000,000	2,000,000	-
12-44	Transfer to SSA #2 D/S Fund	179,000	176,000	174,000	174,000	-
	Total Interfund Transfers	179,000	176,000	2,174,000	2,174,000	-
	Total Other Expenditures	1,976,695	2,045,343	3,900,457	3,900,457	-
	Total Expenditures and Other Financing Uses	\$ 1,994,592	\$ 2,060,354	\$ 3,926,457	\$ 3,915,457	\$ 6,000

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



2004 - 2009: 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, 2011

Fund 044- Special Service Area Debt Service

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 14,619	\$ 8,656	\$ 3,125	\$ 1,853	\$ 125
362.00-00	Net Change in Fair Value	4,625	(1,547)	-	-	-
Total Investment Income		<u>19,244</u>	<u>7,109</u>	<u>3,125</u>	<u>1,853</u>	<u>125</u>
391.43-00	TIF Debt Service	179,000	176,000	174,000	174,000	-
Total Interfund Transfers		<u>179,000</u>	<u>176,000</u>	<u>174,000</u>	<u>174,000</u>	<u>-</u>
399.00-00	Reappropriation	-	-	153,375	-	9,875
Total Other		<u>-</u>	<u>-</u>	<u>153,375</u>	<u>-</u>	<u>9,875</u>
Total Revenues and Other Financing Sources		<u>\$ 198,244</u>	<u>\$ 183,109</u>	<u>\$ 330,500</u>	<u>\$ 175,853</u>	<u>\$ 10,000</u>

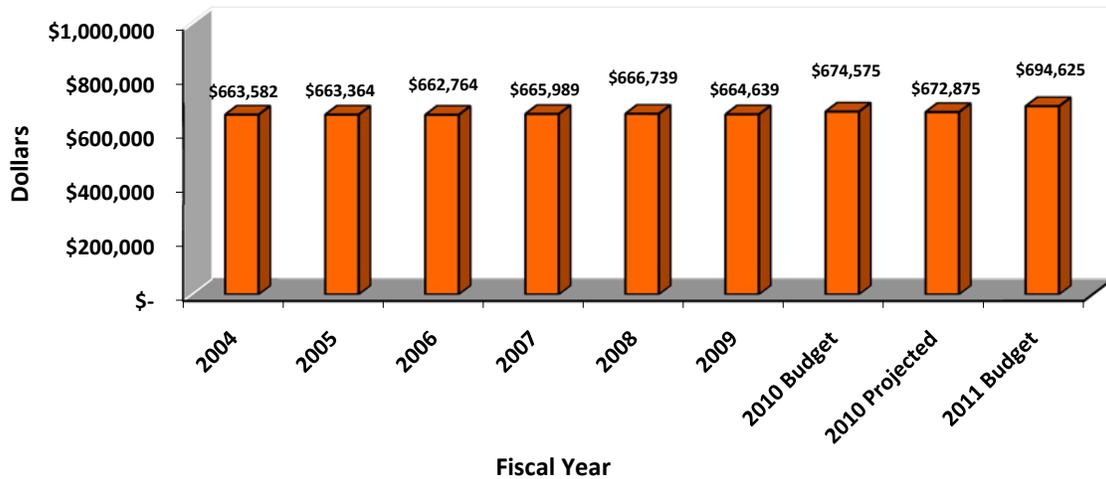
Expenditures and Other Financing Uses

3-99	Miscellaneous Expense	\$ 11,367	\$ 900	\$ 11,000	\$ 600	\$ 10,000
Total Contractual Services		<u>11,367</u>	<u>900</u>	<u>11,000</u>	<u>600</u>	<u>10,000</u>
Total Operating Expenditures		<u>11,367</u>	<u>900</u>	<u>11,000</u>	<u>600</u>	<u>10,000</u>
11-09	Principal-S.S.A. #2 '97 Issue	200,000	300,000	300,000	300,000	-
11-10	Interest-S.S.A. #2 '97 Issue	52,000	39,000	19,500	19,500	-
Total Debt Service		<u>252,000</u>	<u>339,000</u>	<u>319,500</u>	<u>319,500</u>	<u>-</u>
Total Other Expenditures		<u>252,000</u>	<u>339,000</u>	<u>319,500</u>	<u>319,500</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 263,367</u>	<u>\$ 339,900</u>	<u>\$ 330,500</u>	<u>\$ 320,100</u>	<u>\$ 10,000</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



2004 - 2009: 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.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

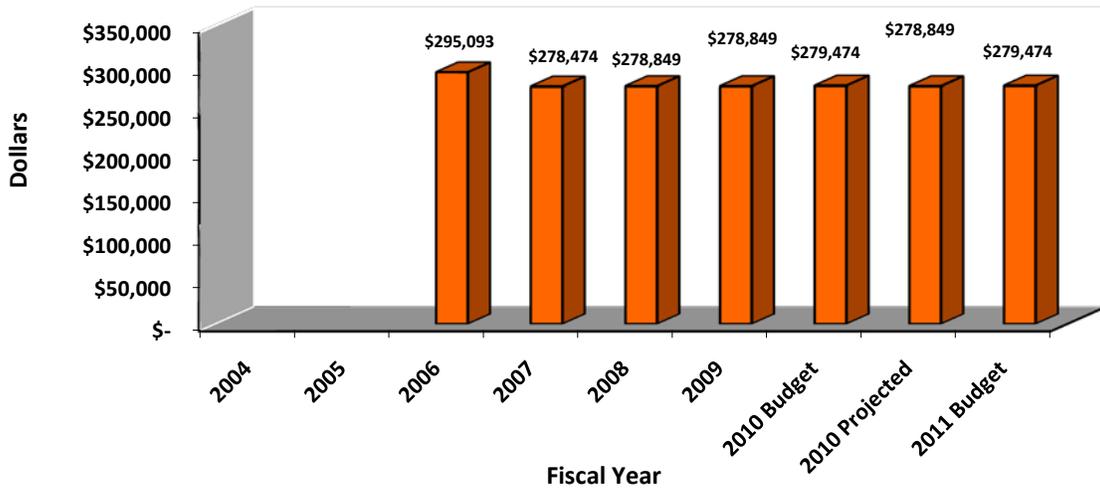
Fund 045 - General Obligation Refunding Bond Series of 2002 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 169,892	\$ 166,873	\$ 168,394	\$ 168,394	\$ 170,755
313.04-00	Real Estate Transfer Tax	332,213	196,003	255,264	168,782	192,000
Total Taxes		<u>502,105</u>	<u>362,876</u>	<u>423,658</u>	<u>337,176</u>	<u>362,755</u>
361.00-00	Interest on Investments	30,295	7,863	3,300	3,300	3,000
362.00-00	Net Change in Fair Value	7,050	8,341	-	-	-
Total Investment Income		<u>37,345</u>	<u>16,204</u>	<u>3,300</u>	<u>3,300</u>	<u>3,000</u>
399.00-00	Reappropriation	-	-	247,617	-	328,870
Total Other		<u>-</u>	<u>-</u>	<u>247,617</u>	<u>-</u>	<u>328,870</u>
Total Revenues and Other Financing Sources		<u>\$ 539,450</u>	<u>\$ 379,080</u>	<u>\$ 674,575</u>	<u>\$ 340,476</u>	<u>\$ 694,625</u>
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 214	\$ 214	\$ 1,000	\$ 1,000	\$ 11,525
Total Contractual Services		<u>214</u>	<u>214</u>	<u>1,000</u>	<u>1,000</u>	<u>11,525</u>
Total Operating Expenditures		<u>214</u>	<u>214</u>	<u>1,000</u>	<u>1,000</u>	<u>11,525</u>
11-28	Principal-G.O.2002 Bonds	570,000	585,000	630,000	610,000	660,000
11-27	Interest-G.O. 2002 Bonds	96,525	79,425	43,575	61,875	23,100
Total Debt Service		<u>666,525</u>	<u>664,425</u>	<u>673,575</u>	<u>671,875</u>	<u>683,100</u>
Total Other Expenditures		<u>666,525</u>	<u>664,425</u>	<u>673,575</u>	<u>671,875</u>	<u>683,100</u>
Total Expenditures and Other Financing Uses		<u>\$ 666,739</u>	<u>\$ 664,639</u>	<u>\$ 674,575</u>	<u>\$ 672,875</u>	<u>\$ 694,625</u>

GENERAL OBLIGATION BOND SERIES OF 2004 FUND

The General Obligation Bond Series of 2004 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. Financing is provided by property tax revenues.

General Obligation Bond
Series of 2004 Fund Expenditures



2004 - 2009: 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.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 046 - General Obligation Bond Series of 2004 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ 284,091	\$ 279,160	\$ 278,474	\$ 278,474	\$ 278,474
Total Taxes		<u>284,091</u>	<u>279,160</u>	<u>278,474</u>	<u>278,474</u>	<u>278,474</u>
323.15-00	Impact Fees-Fire Building	10,795	1,905	12,700	-	-
Total Charges for Services		<u>10,795</u>	<u>1,905</u>	<u>12,700</u>	<u>-</u>	<u>-</u>
361.00-00	Interest on Investments	2,280	889	250	250	250
Total Investment Income		<u>2,280</u>	<u>889</u>	<u>250</u>	<u>250</u>	<u>250</u>
399.00-00	Reappropriation	-	-	-	-	750
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>750</u>
Total Revenues and Other Financing Sources		<u>\$ 297,166</u>	<u>\$ 281,954</u>	<u>\$ 291,424</u>	<u>\$ 278,724</u>	<u>\$ 279,474</u>
Expenditures and Other Financing Uses						
3-99	Miscellaneous Expense	\$ 375	\$ 375	\$ 1,000	\$ 375	\$ 1,000
Total Contractual Services		<u>375</u>	<u>375</u>	<u>1,000</u>	<u>375</u>	<u>1,000</u>
Total Operating Expenditures		<u>375</u>	<u>375</u>	<u>1,000</u>	<u>375</u>	<u>1,000</u>
11-04	Interest-G.O. 2004 Bonds	278,474	278,474	278,474	278,474	278,474
Total Debt Service		<u>278,474</u>	<u>278,474</u>	<u>278,474</u>	<u>278,474</u>	<u>278,474</u>
Total Other Expenditures		<u>278,474</u>	<u>278,474</u>	<u>278,474</u>	<u>278,474</u>	<u>278,474</u>
Total Expenditures and Other Financing Uses		<u>\$ 278,849</u>	<u>\$ 278,849</u>	<u>\$ 279,474</u>	<u>\$ 278,849</u>	<u>\$ 279,474</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2004
April 30, 2010

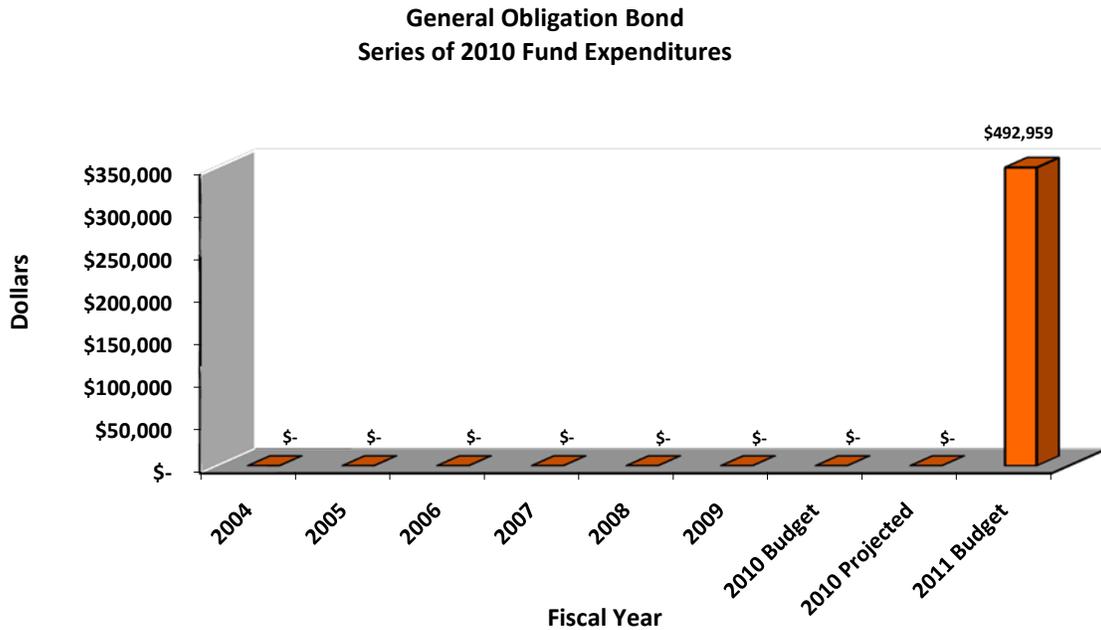
Date of Issue November 1, 2004
Date of Maturity December 1, 2024
Authorized Issue \$7,000,000
Denomination of Bonds \$5,000
Interest Rates 3.50% - 4.40%
Interest Dates December 1 and June 1
Principal Maturity Date December 1
Payable at BNY Midwest Trust Company, Chicago, IL

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Numbers	Tax Levy			Interest Due On			
		Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2009			278,474	278,474	2010	139,237	2010	139,237
2010			278,474	278,474	2011	139,237	2011	139,237
2011	1-84	\$ 420,000	278,474	698,474	2012	139,237	2012	139,237
2012	85-171	435,000	263,774	698,774	2013	131,887	2013	131,887
2013	172-261	450,000	248,549	698,549	2014	124,274	2014	124,275
2014	262-355	470,000	232,798	702,798	2015	116,399	2015	116,399
2015	356-452	485,000	215,878	700,878	2016	107,939	2016	107,939
2016	453-553	505,000	197,934	702,934	2017	98,967	2017	98,967
2017	554-659	530,000	178,744	708,744	2018	89,372	2018	89,372
2018	660-769	550,000	157,544	707,544	2019	78,772	2019	78,772
2019	770-884	575,000	135,544	710,544	2020	67,772	2020	67,772
2020	885-1004	600,000	111,824	711,824	2021	55,912	2021	55,912
2021	1005-1130	630,000	86,325	716,325	2022	43,162	2022	43,163
2022	1131-1262	660,000	59,234	719,234	2023	29,617	2023	29,617
2023	1263-1400	690,000	30,360	720,360	2024	15,180	2024	15,180
		<u>\$ 7,000,000</u>	<u>\$ 2,753,930</u>	<u>\$ 9,753,930</u>	<u>\$ 1,376,964</u>		<u>\$ 1,376,966</u>	

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.



2004 - 2009: 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 2001 and 2002 bond issues are outstanding.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 047 - General Obligation Bond Series of 2010 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Real Property Tax	\$ -	\$ -	\$ -	\$ -	\$ 492,959
Total Taxes		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>492,959</u>
Total Revenues		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 492,959</u>
Expenditures and Other Financing Uses						
11-30	Interest-G.O. 2010 Bonds	\$ -	\$ -	\$ -	\$ -	\$ 492,959
Total Debt Service		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>492,959</u>
Total Expenditures		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 492,959</u>

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

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

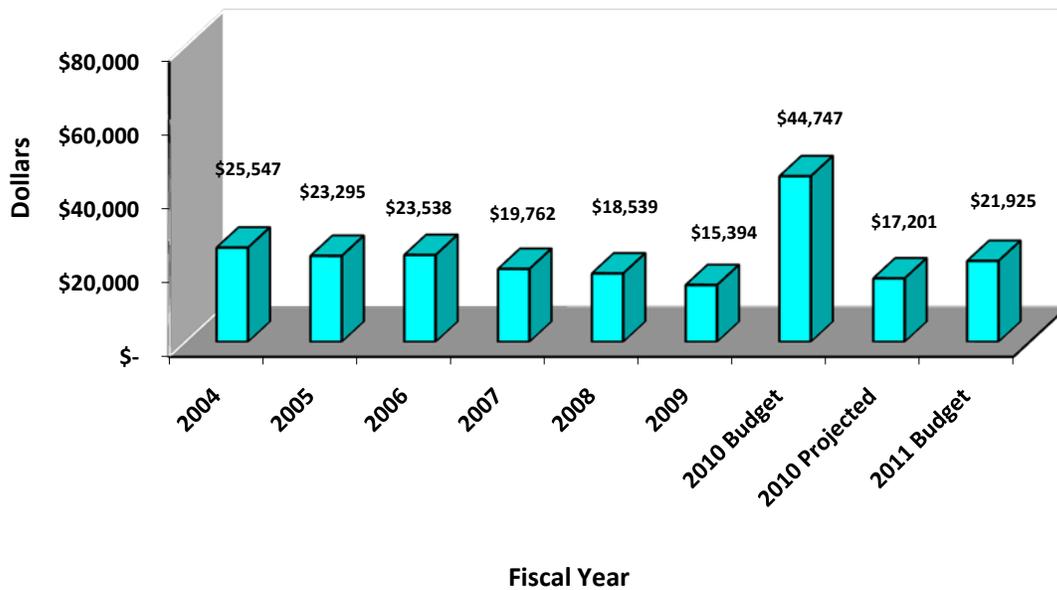
CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Bond Numbers	Tax Levy			Interest Due On			
		Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2009			186,914	186,914			2010	186,914
2010			320,423	320,423	2011	160,212	2011	160,212
2011	\$	280,000	320,423	600,423	2012	160,212	2012	160,212
2012		285,000	315,418	600,418	2013	157,709	2013	157,709
2013		290,000	309,398	599,398	2014	154,699	2014	154,699
2014		295,000	302,800	597,800	2015	151,400	2015	151,400
2015		305,000	295,609	600,609	2016	147,805	2016	147,805
2016		310,000	287,679	597,679	2017	143,840	2017	143,840
2017		315,000	278,864	593,864	2018	139,432	2018	139,432
2018		325,000	269,752	594,752	2019	134,876	2019	134,876
2019		330,000	260,035	590,035	2020	130,017	2020	130,017
2020		340,000	249,953	589,953	2021	124,977	2021	124,977
2021		345,000	239,345	584,345	2022	119,673	2022	119,673
2022		355,000	228,357	583,357	2023	114,179	2023	114,179
2023		365,000	216,820	581,820	2024	108,410	2024	108,410
2024		1,095,000	204,957	1,299,957	2025	102,479	2025	102,479
2025		1,130,000	168,480	1,298,480	2026	84,240	2026	84,240
2026		1,170,000	129,001	1,299,001	2027	64,500	2027	64,500
2027		1,210,000	88,124	1,298,124	2028	44,062	2028	44,062
2028		1,255,000	44,866	1,299,866	2029	22,433	2029	22,433
		<u>\$ 10,000,000</u>	<u>\$ 4,717,220</u>	<u>\$ 14,717,220</u>	<u>\$ 2,134,160</u>		<u>\$ 2,321,074</u>	

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



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 013 - Special Service Area #3 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.90-00	Prop Taxes-SSA #3/SSA #4	\$ 46,130	\$ 8,653	\$ 44,654	\$ 35,909	\$ 21,880
Total Taxes		<u>46,130</u>	<u>8,653</u>	<u>44,654</u>	<u>35,909</u>	<u>21,880</u>
361.00-00	Interest on Investments	2,401	620	93	45	45
Total Investment Income		<u>2,401</u>	<u>620</u>	<u>93</u>	<u>45</u>	<u>45</u>
Total Revenues and Other Financing Sources		<u>\$ 48,531</u>	<u>\$ 9,273</u>	<u>\$ 44,747</u>	<u>\$ 35,954</u>	<u>\$ 21,925</u>

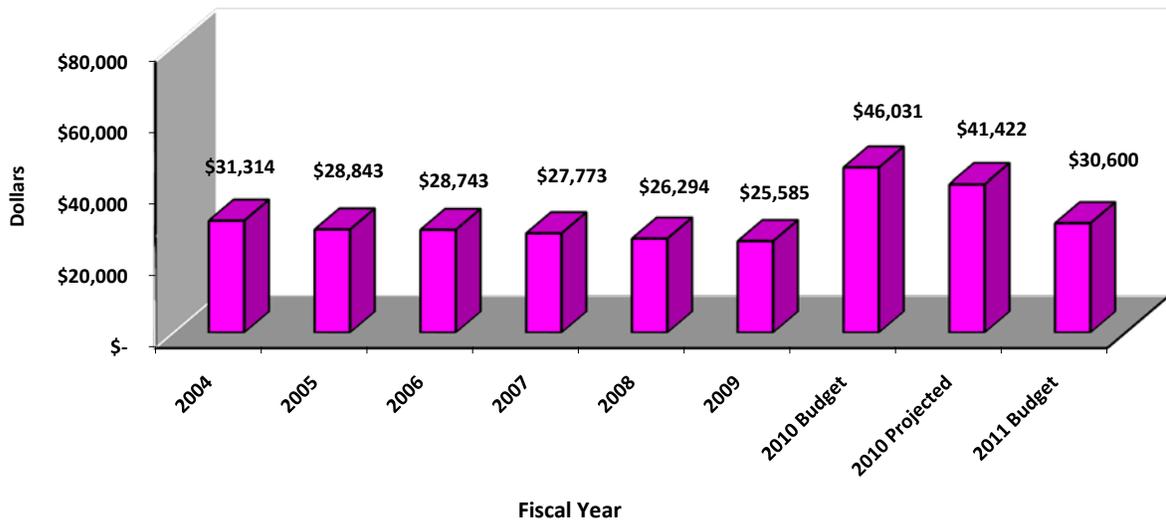
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 15,397	\$ 14,613	\$ 20,984	\$ 17,201	\$ 21,925
Total Contractual Services		<u>15,397</u>	<u>14,613</u>	<u>20,984</u>	<u>17,201</u>	<u>21,925</u>
Total Operating Expenditures		<u>15,397</u>	<u>14,613</u>	<u>20,984</u>	<u>17,201</u>	<u>21,925</u>
12-01	Transfer to General	3,142	781	-	-	-
Total Interfund Transfers		<u>3,142</u>	<u>781</u>	<u>-</u>	<u>-</u>	<u>-</u>
13-22	Impr Other Than Buildings	-	-	23,763	-	-
Total Capital Outlay		<u>-</u>	<u>-</u>	<u>23,763</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 18,539</u>	<u>\$ 15,394</u>	<u>\$ 44,747</u>	<u>\$ 17,201</u>	<u>\$ 21,925</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



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 014 - Special Service Area #4 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.90-00	Prop Taxes-SSA #3/SSA #4	\$ 50,758	\$ 49,476	\$ 43,442	\$ 49,000	\$ 30,545
Total Taxes		<u>50,758</u>	<u>49,476</u>	<u>43,442</u>	<u>49,000</u>	<u>30,545</u>
361.00-00	Interest on Investments	1,464	472	115	56	55
Total Investment Income		<u>1,464</u>	<u>472</u>	<u>115</u>	<u>56</u>	<u>55</u>
399.00-00	Reappropriation	-	-	2,474	-	-
Total Other		<u>-</u>	<u>-</u>	<u>2,474</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 52,222</u>	<u>\$ 49,948</u>	<u>\$ 46,031</u>	<u>\$ 49,056</u>	<u>\$ 30,600</u>

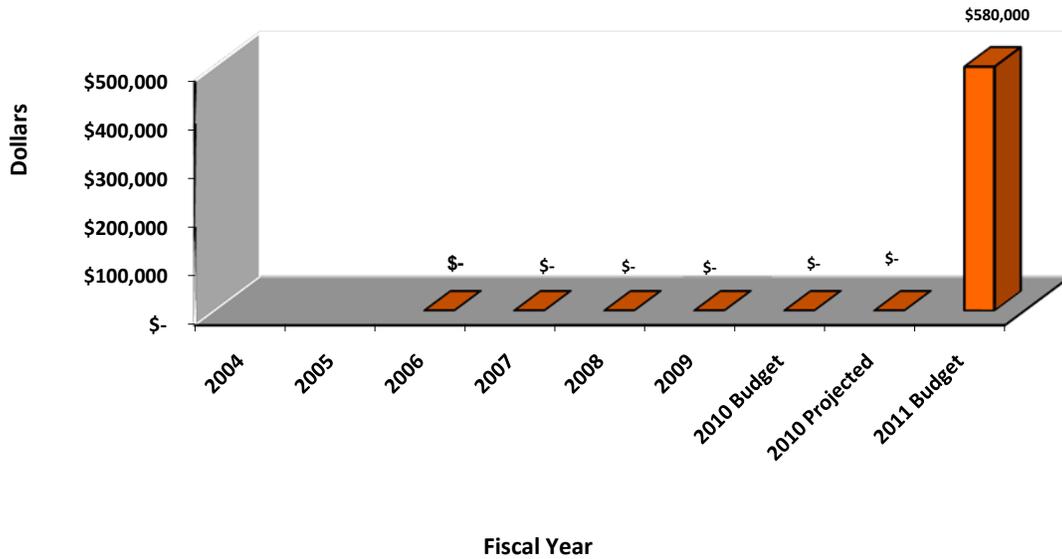
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 22,784	\$ 23,669	\$ 30,100	\$ 25,500	\$ 30,600
Total Contractual Services		<u>22,784</u>	<u>23,669</u>	<u>30,100</u>	<u>25,500</u>	<u>30,600</u>
Total Operating Expenditures		<u>22,784</u>	<u>23,669</u>	<u>30,100</u>	<u>25,500</u>	<u>30,600</u>
12-01	Transfer to General	3,510	1,916	15,931	15,922	-
Total Interfund Transfers		<u>3,510</u>	<u>1,916</u>	<u>15,931</u>	<u>15,922</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 26,294</u>	<u>\$ 25,585</u>	<u>\$ 46,031</u>	<u>\$ 41,422</u>	<u>\$ 30,600</u>

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. Resources are provided by special service area property taxes.

Special Service Area #6 Fund Expenditures



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

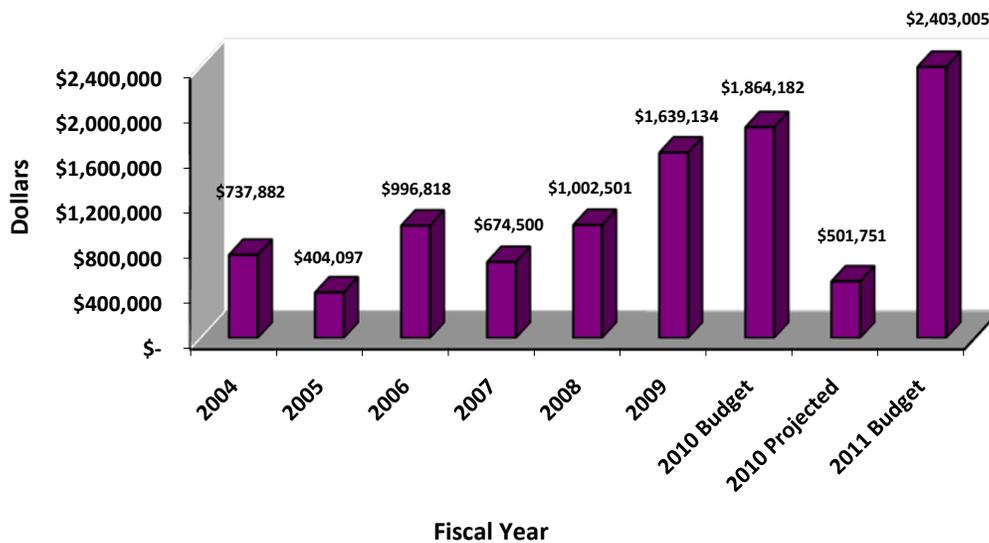
Fund 016 - Special Service Area #6 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
399.00-00	Reappropriation	\$ -	\$ -	\$ -	\$ -	\$ 580,000
Total Other		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>580,000</u>
Total Revenues and Other Financing Sources		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 580,000</u>
Expenditures and Other Financing Uses						
13-22	Impr Other Than Buildings	\$ -	\$ -	\$ -	\$ -	\$ 580,000
Total Capital Outlay		<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>580,000</u>
Total Expenditures and Other Financing Uses		<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 580,000</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



2004 - 2009: 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. During FY 2011, \$900,000 will be transferred to the Municipal Building Fund for construction of the new Police Station.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2011

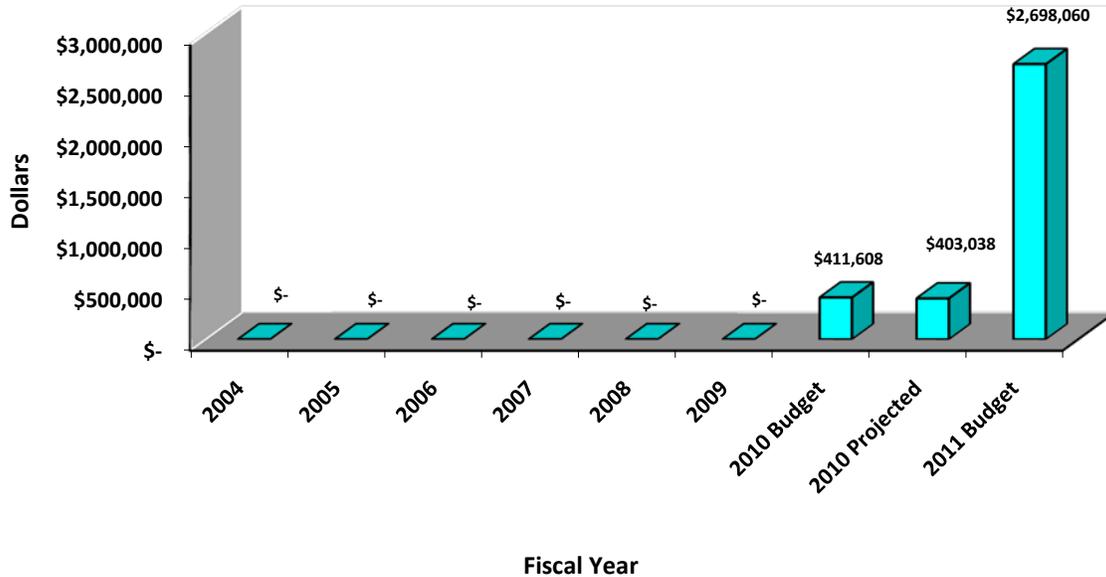
Fund 031- General Capital Projects

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 106,398	\$ 65,059	\$ 48,138	\$ 39,470	\$ 17,163
362.00-00	Net Change in Fair Value	50,381	5,268	-	-	-
Total Investment Income		156,779	70,327	48,138	39,470	17,163
364.00-00	Rental Income	-	72,000	108,000	108,000	-
380.09-00	Reimb Expenditures - Misc	-	4,901	-	16,500	157,500
380.18-00	FEMA Grant	-	-	31,500	31,500	-
389.03-00	Miscellaneous Revenue	450	-	-	-	-
Total Miscellaneous Revenue		450	76,901	139,500	156,000	157,500
391.01-00	General Fund	915,962	574,304	1,175,411	394,003	653,824
391.50-00	Water/Sewer Fund	75,201	47,319	17,400	9,637	74,518
Total Interfund Transfers		991,163	621,623	1,192,811	403,640	728,342
399.00-00	Reappropriation	-	-	483,733	-	1,500,000
Total Other		-	-	483,733	-	1,500,000
Total Revenues and Other Financing Sources		\$ 1,148,392	\$ 768,851	\$ 1,864,182	\$ 599,110	\$ 2,403,005
Expenditures and Other Financing Uses						
3-16	Property Taxes	\$ -	\$ -	\$ 38,635	\$ 47,268	\$ 55,000
Total Contractual Services		-	-	38,635	47,268	55,000
12-39	Transfer to Municipal Building	-	-	-	-	900,000
Total Interfund Transfers		-	-	-	-	900,000
13-11	Land	-	950,648	600,000	-	-
13-21	Buildings	232,868	148,281	66,572	57,031	190,000
13-22	Impr Other Than Buildings	252,579	205,243	270,000	280,628	1,005,000
13-31	Office Equipment	318,440	185,309	752,900	50,000	158,880
13-32	Office Furniture & Fixtures	13,940	120,114	25,000	19,343	20,000
13-43	Other Equipment	184,674	29,539	111,075	47,481	74,125
Total Capital Outlay		1,002,501	1,639,134	1,825,547	454,483	1,448,005
Total Expenditures and Other Financing Uses		\$ 1,002,501	\$ 1,639,134	\$ 1,864,182	\$ 501,751	\$ 2,403,005

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. Funding was provided by revenues from incremental property taxes from the TIF district and will be used for public improvements within the district.

TIF District #2 Fund Expenditures



2004 - 2009: Actual Expenditures

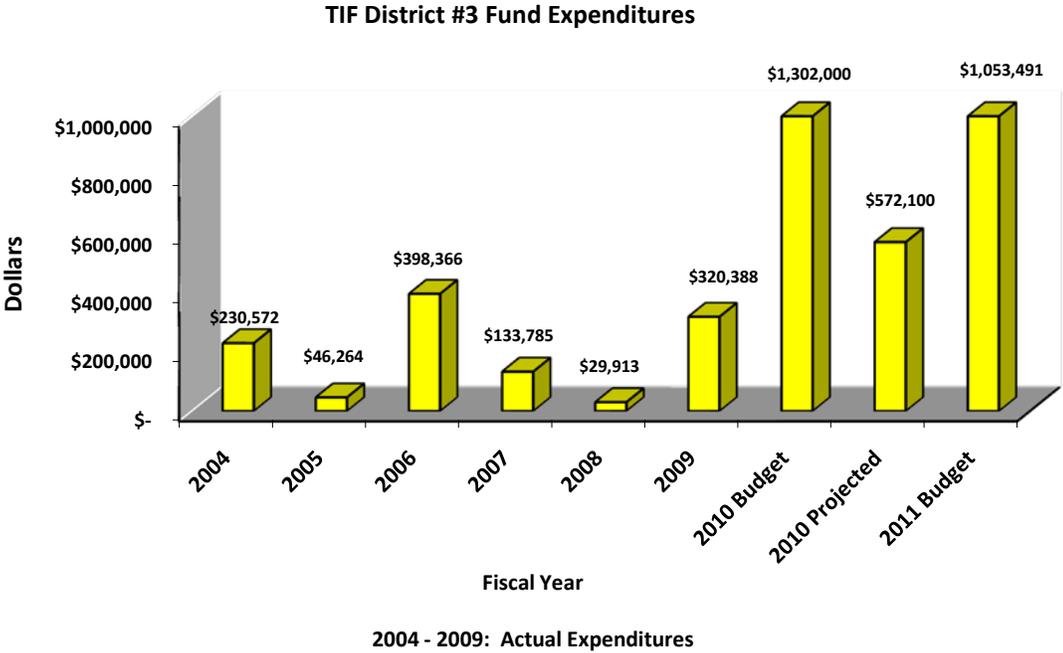
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary By Account
 Fiscal Year Ending April 30, 2011

Fund 032- TIF #2 Capital Projects

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ -	\$ -	\$ -	\$ -	\$ 1,833,640
Total Taxes		-	-	-	-	1,833,640
361.00-00	Interest on Investments	-	-	-	115	4,000
Total Investment Income		-	-	-	115	4,000
391.43-00	TIF #2 Debt Service	-	-	2,000,000	2,000,000	-
Total Interfund Transfers		-	-	2,000,000	2,000,000	-
399.00-00	Reappropriation	-	-	-	-	860,420
Total Other		-	-	-	-	860,420
Total Revenues and Other Financing Sources		\$ -	\$ -	\$ 2,000,000	\$ 2,000,115	\$ 2,698,060
Expenditures and Other Financing Uses						
1-21	Overtime Compensation	\$ -	\$ -	\$ 40,000	\$ 32,000	\$ 40,000
1-42	Social Security	-	-	3,060	2,490	3,060
Total Personal Services		\$ -	\$ -	\$ 43,060	\$ 34,490	\$ 43,060
3-61	Consulting Services	-	-	775	775	50,000
3-62	Legal Services	-	-	-	-	30,000
3-64	Engineering Services	-	-	62,500	62,500	-
Total Contractual Services		-	-	63,275	63,275	80,000
13-11	Land	-	-	-	-	500,000
13-22	Impr Other Than Buildings	-	-	86,800	86,800	2,075,000
13-72	Water Mains	-	-	218,473	218,473	-
Total Capital Outlay		-	-	305,273	305,273	2,575,000
Total Expenditures and Other Financing Uses		\$ -	\$ -	\$ 411,608	\$ 403,038	\$ 2,698,060

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.



Consulting services, engineering, redevelopment agreement payments, and capital improvements in the TIF #3 project area have been budgeted in Fiscal Year 2011.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

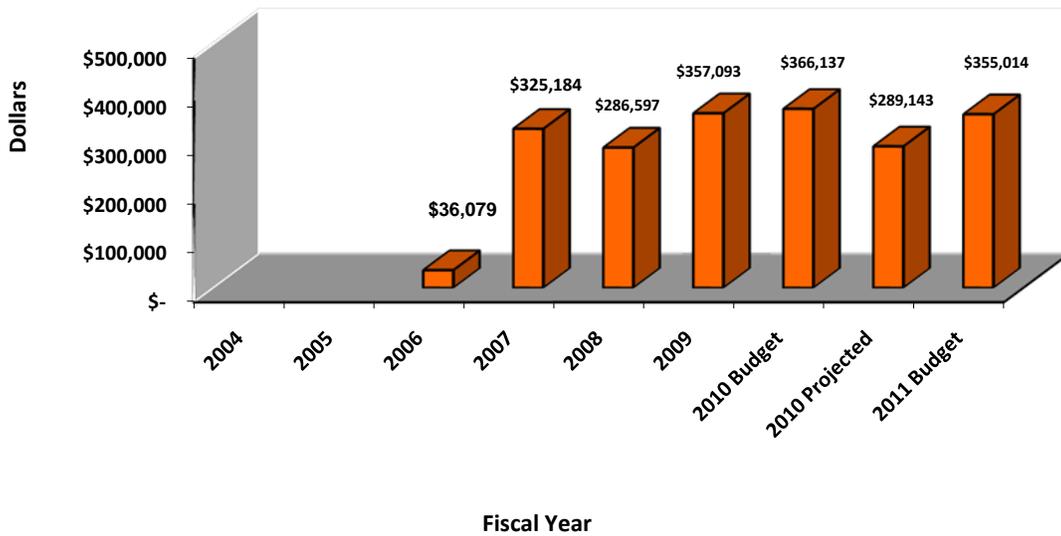
Fund 033 - Tax Increment Financing #3 Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ 310,531	\$ 972,695	\$ 901,149	\$ 901,149	\$ 919,172
Total Taxes		<u>310,531</u>	<u>972,695</u>	<u>901,149</u>	<u>901,149</u>	<u>919,172</u>
361.00-00	Interest on Investments	47,342	40,928	33,000	17,410	15,730
362.00-00	Net Change in Fair Value	8,468	2,976	-	-	-
Total Investment Income		<u>55,810</u>	<u>43,904</u>	<u>33,000</u>	<u>17,410</u>	<u>15,730</u>
399.00-00	Reappropriation	-	-	367,851	-	118,589
Total Other		<u>-</u>	<u>-</u>	<u>367,851</u>	<u>-</u>	<u>118,589</u>
Total Revenues and Other Financing Sources		<u>\$ 366,341</u>	<u>\$ 1,016,599</u>	<u>\$ 1,302,000</u>	<u>\$ 918,559</u>	<u>\$ 1,053,491</u>
Expenditures and Other Financing Uses						
3-61	Consulting Services	\$ 5,124	\$ 23,454	\$ 50,000	\$ 10,000	\$ 50,000
3-62	Legal Services	1,175	4,553	20,000	35,000	30,000
3-64	Engineering Services	1,450	-	50,000	-	-
3-79	TIF Redevelopment Agreements	-	92,170	82,000	32,100	104,175
Total Contractual Services		<u>7,749</u>	<u>120,177</u>	<u>202,000</u>	<u>77,100</u>	<u>184,175</u>
Total Operating Expenditures		<u>7,749</u>	<u>120,177</u>	<u>202,000</u>	<u>77,100</u>	<u>184,175</u>
12-01	Transfer to General	-	-	500,000	500,000	269,316
Total Interfund Transfers		<u>-</u>	<u>-</u>	<u>500,000</u>	<u>500,000</u>	<u>269,316</u>
13-11	Land	-	16,884	-	-	-
13-22	Impr Other Than Buildings	22,164	183,327	600,000	-	600,000
Total Capital Outlay		<u>22,164</u>	<u>200,211</u>	<u>600,000</u>	<u>-</u>	<u>600,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 29,913</u>	<u>\$ 320,388</u>	<u>\$ 1,302,000</u>	<u>\$ 577,100</u>	<u>\$ 1,053,491</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



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 035 - Special Service Area #5

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.90-00	Property Taxes	\$ 336,564	\$ 333,076	\$ 325,966	\$ 329,153	\$ 316,422
Total Taxes		<u>336,564</u>	<u>333,076</u>	<u>325,966</u>	<u>329,153</u>	<u>316,422</u>
361.00-00	Interest on Investments	5,589	2,239	200	196	-
Total Investment Income		<u>5,589</u>	<u>2,239</u>	<u>200</u>	<u>196</u>	<u>-</u>
380.09-00	Reimb Exp - Miscellaneous	16,631	17,061	23,025	30,645	38,592
Total Miscellaneous		<u>16,631</u>	<u>17,061</u>	<u>23,025</u>	<u>30,645</u>	<u>38,592</u>
399.00-00	Reappropriation	-	-	16,946	-	-
Total Other		<u>-</u>	<u>-</u>	<u>16,946</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources		<u>\$ 358,784</u>	<u>\$ 352,376</u>	<u>\$ 366,137</u>	<u>\$ 359,994</u>	<u>\$ 355,014</u>

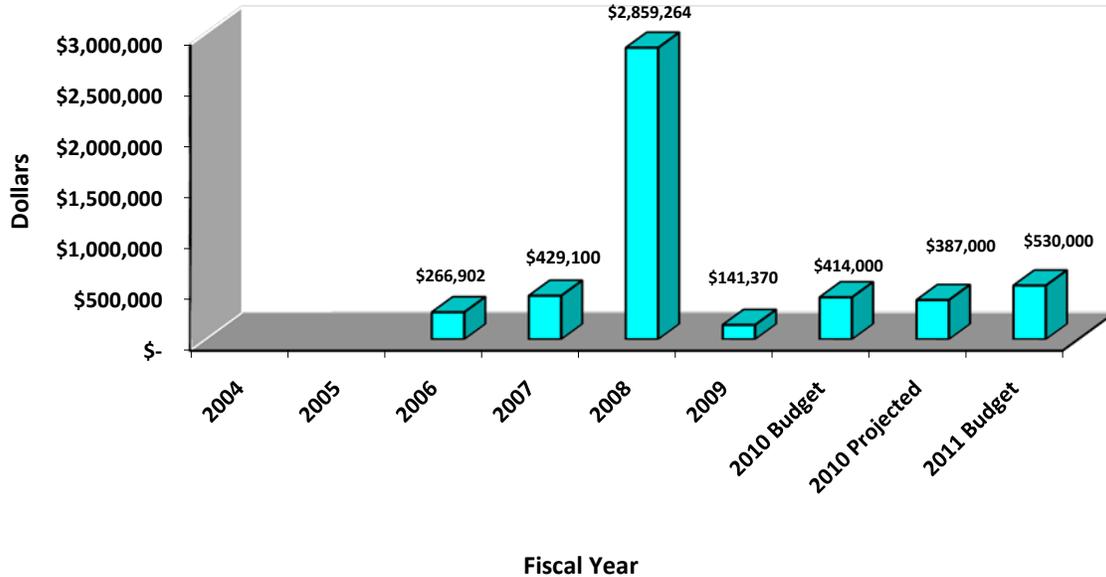
Expenditures and Other Financing Uses

3-51	Equipment Rentals	\$ 87,325	\$ 89,971	\$ 93,137	\$ 93,282	\$ 105,014
Total Contractual Services		<u>87,325</u>	<u>89,971</u>	<u>93,137</u>	<u>93,282</u>	<u>105,014</u>
Total Operating Expenditures		<u>87,325</u>	<u>89,971</u>	<u>93,137</u>	<u>93,282</u>	<u>105,014</u>
13-22	Improvements other than Buildings	199,272	267,122	273,000	195,861	250,000
Total Capital Outlay		<u>199,272</u>	<u>267,122</u>	<u>273,000</u>	<u>195,861</u>	<u>250,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 286,597</u>	<u>\$ 357,093</u>	<u>\$ 366,137</u>	<u>\$ 289,143</u>	<u>\$ 355,014</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



2004 - 2009: Actual Expenditures

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 037 - Tax Increment Financing District #4

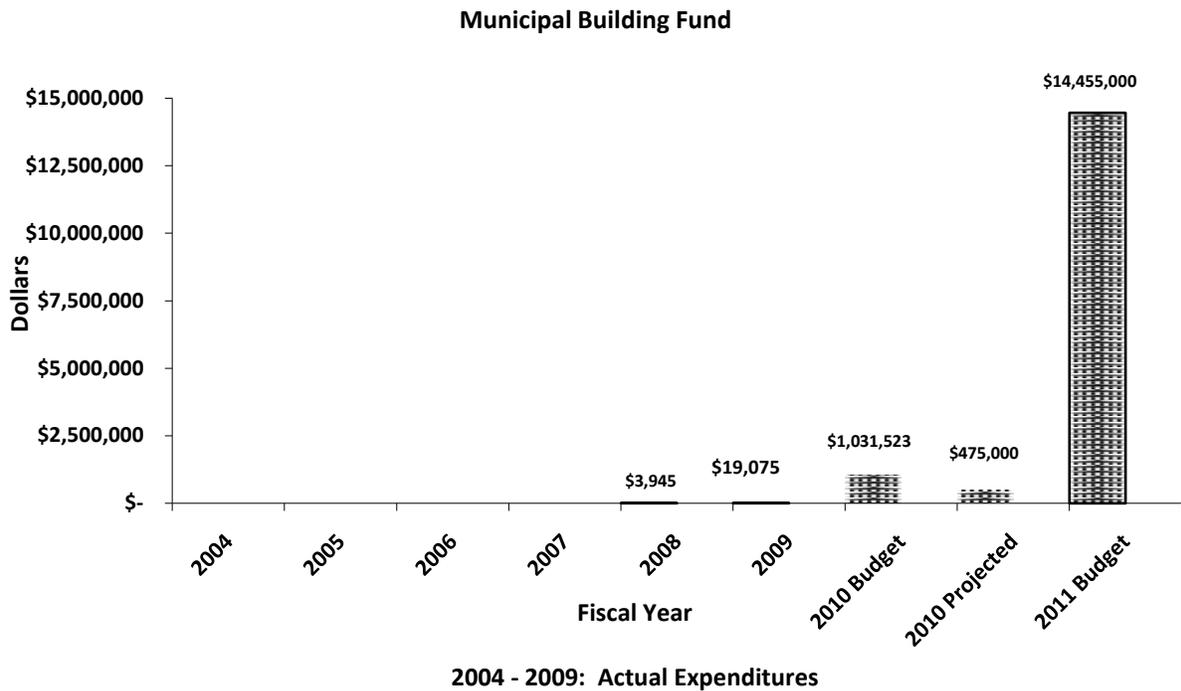
Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
311.01-00	Property Taxes	\$ -	\$ 358,299	\$ 250,000	\$ 300,000	\$ 350,000
Total Taxes		<u>-</u>	<u>358,299</u>	<u>250,000</u>	<u>300,000</u>	<u>350,000</u>
361.00-00	Interest on Investments	2,702	624	250	112	100
Total Investment Income		<u>2,702</u>	<u>624</u>	<u>250</u>	<u>112</u>	<u>100</u>
380.09.-00	Reimbursed Exp-Miscellaneous	2,512,796	68,085	-	-	-
Total Miscellaneous		<u>2,512,796</u>	<u>68,085</u>	<u>-</u>	<u>-</u>	<u>-</u>
391.01-00	Transfer from General Fund	653,000	-	-	-	-
399.00-00	Reappropriation	-	-	163,750	-	179,900
Total Other		<u>653,000</u>	<u>-</u>	<u>163,750</u>	<u>-</u>	<u>179,900</u>
Total Revenues and Other Financing Sources		<u>\$ 3,168,498</u>	<u>\$ 427,008</u>	<u>\$ 414,000</u>	<u>\$ 300,112</u>	<u>\$ 530,000</u>

Expenditures and Other Financing Uses

3-61	Consulting Services	\$ 49,794	\$ 1,202	\$ 10,000	\$ 7,000	\$ 50,000
3-62	Legal Services	782,615	79,219	25,000	10,000	30,000
3-79	Redevelopment Agreements	-	54,149	179,000	170,000	250,000
Total Contractual Services		<u>832,409</u>	<u>134,570</u>	<u>214,000</u>	<u>187,000</u>	<u>330,000</u>
Total Operating Expenditures		<u>832,409</u>	<u>134,570</u>	<u>214,000</u>	<u>187,000</u>	<u>330,000</u>
12-01	Transfer to General	-	-	200,000	200,000	200,000
Total Interfund Transfers		<u>-</u>	<u>-</u>	<u>200,000</u>	<u>200,000</u>	<u>200,000</u>
13-11	Land	2,000,000	-	-	-	-
13-22	Improvements other than Buildings	26,855	6,800	-	-	-
Total Capital Outlay		<u>2,026,855</u>	<u>6,800</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses		<u>\$ 2,859,264</u>	<u>\$ 141,370</u>	<u>\$ 414,000</u>	<u>\$ 387,000</u>	<u>\$ 530,000</u>

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.



The construction of the new Police Station is expected to begin in FY 2011 and be completed during FY 2012.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail By Fund
 Fiscal Year Ending April 30, 2011

Fund 039 - Municipal Building Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 23,557	\$ 17,084	\$ 17,875	\$ 20,000	\$ 25,000
362.00-00	Net Change in Fair Value	7,295	9,600	-	-	-
Total Investment Income		30,852	26,684	17,875	20,000	25,000
391.01-00	Transfer from General Fund	800,000	200,000	-	600,000	-
391.31-00	Transfer from Capital Projects	-	-	-	-	900,000
393.95-00	GO Bonds	-	-	-	10,000,000	6,000,000
399.00-00	Reappropriation	-	-	1,013,648	-	7,530,000
Total Other Financing Sources		800,000	200,000	1,013,648	10,600,000	14,430,000
Total Revenues and Other Financing Sources		\$ 830,852	\$ 226,684	\$ 1,031,523	\$ 10,620,000	\$ 14,455,000

Expenditures and Other Financing Uses

3-61	Consulting Services	\$ 3,945	\$ 19,075	\$ 1,031,523	\$ -	\$ -
Total Contractual Services		3,945	19,075	1,031,523	-	-
Total Operating Expenditures		3,945	19,075	1,031,523	-	-
13-21	Building Improvements	-	-	-	475,000	14,455,000
Total Capital Outlay		-	-	-	475,000	14,455,000
Total Expenditures and Other Financing Uses		\$ 3,945	\$ 19,075	\$ 1,031,523	\$ 475,000	\$ 14,455,000

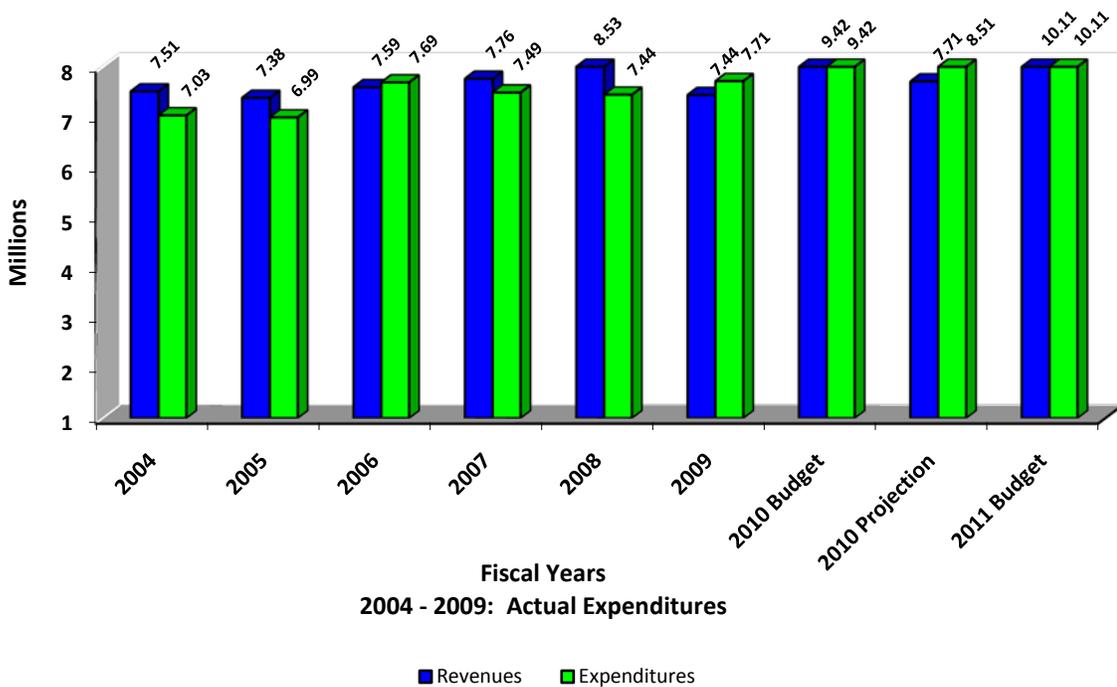
WATER AND SEWER FUND

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.

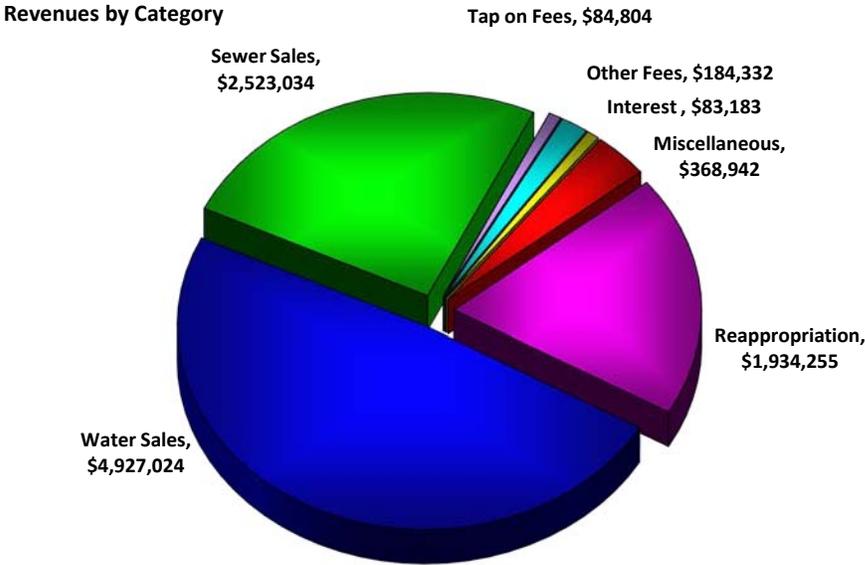
Cost Control Centers

Administration	5010
Water Treatment	5020
Water Maintenance	5030
Water Meter Operations	5040
Sewage Treatment	5050
Sewer Maintenance	5060
Depreciation and Debt Service	5070

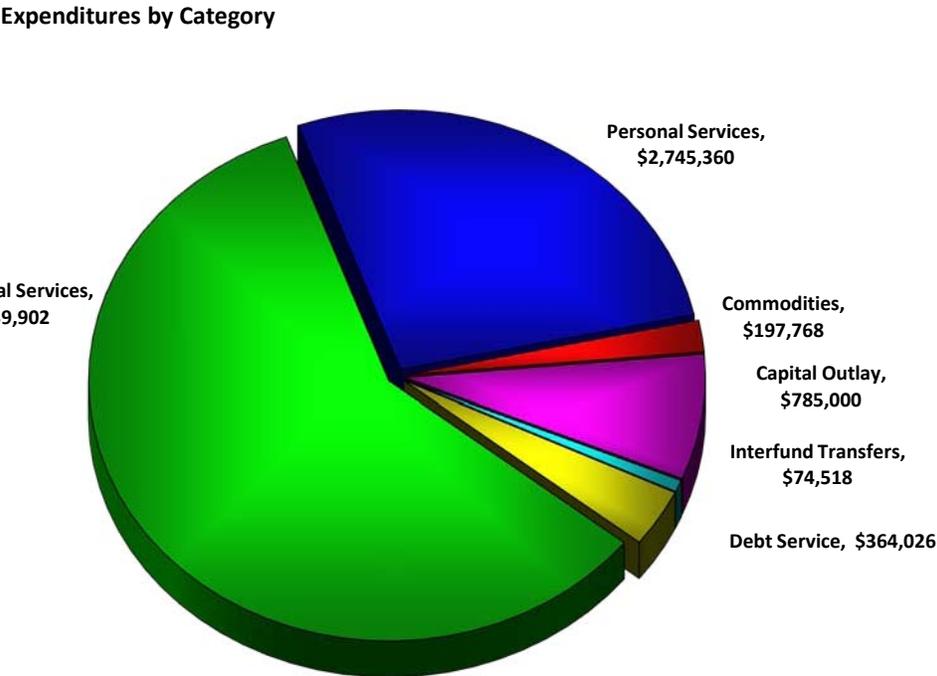
Water and Sewer Fund Revenues and Expenditures



WATER AND SEWER FUND



Water and sewer sales account for 74% of the revenues in the Water and Sewer Fund.



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

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
321.07-00	Penalties on Licenses	\$ 900	\$ 834	\$ 700	\$ 1,134	\$ 1,000
321.10-00	Wastewater Discharge	-	-	-	4,000	-
Total Licenses and Permits		<u>900</u>	<u>834</u>	<u>700</u>	<u>5,134</u>	<u>1,000</u>
344.01-00	Water Sales-Cook Cty	2,151,184	2,122,324	2,361,741	2,309,980	2,494,778
344.02-00	Water Sales-DuPage Cty	2,174,272	2,124,045	2,352,981	2,252,080	2,432,246
345.01-00	Sewer Sales-Cook Cty	698,364	708,813	756,330	707,368	739,200
345.02-00	Sewer Sales-DuPage Cty	1,685,674	1,691,370	1,795,560	1,707,018	1,783,834
346.00-00	Water Penalties	166,973	172,351	171,885	173,919	179,136
347.01-00	Water Tap-On Fees-Cook	38,480	3,885	32,633	43,252	34,265
347.02-00	Water Tap-On Fees-DuPage	9,620	-	8,150	8,566	8,566
348.01-00	Sewer Tap-On Fees-Cook	28,282	4,568	31,980	43,045	33,579
348.02-00	Sewer Tap-On Fees-DuPage	15,226	-	7,994	-	8,394
349.01-00	Water Meters-Cook Cty	4,437	4,396	3,978	5,098	4,188
349.02-00	Water Meters-DuPage Cty	6,814	1,324	942	1,877	1,008
Total Charges for Services		<u>6,979,326</u>	<u>6,833,076</u>	<u>7,524,174</u>	<u>7,252,203</u>	<u>7,719,194</u>
361.00-00	Interest on Investments	221,428	166,091	132,375	81,552	83,183
362.00-00	Net Change in Fair Value	90,775	5,275	-	-	-
368.00-00	Declared IPBC Dividend	148,310	74,104	-	-	-
Total Investment Income		<u>460,513</u>	<u>245,470</u>	<u>132,375</u>	<u>81,552</u>	<u>83,183</u>
380.04-00	Reimb Exp-Property Damage	830	7,272	2,000	3,126	3,188
380.09-00	Reimb Exp-Miscellaneous	8,320	6,362	4,000	9,844	10,041
389.03-00	Miscellaneous Income	33,008	30,980	25,000	23,068	23,000
389.09-00	Leachate Treatment Rev	220,296	312,894	293,500	332,713	332,713
Total Miscellaneous		<u>262,454</u>	<u>357,508</u>	<u>324,500</u>	<u>368,751</u>	<u>368,942</u>
392.01-00	Gain-Sale of Capital Assets	-	1,995	-	-	-
392.04-00	Capital Contributions	827,377	-	-	-	-
399.00-00	Reappropriation	-	-	1,442,764	-	1,934,255
Total Other		<u>827,377</u>	<u>1,995</u>	<u>1,442,764</u>	<u>-</u>	<u>1,934,255</u>
Total Revenues and Other Financing Sources		<u>\$ 8,530,570</u>	<u>\$ 7,438,883</u>	<u>\$ 9,424,513</u>	<u>\$ 7,707,640</u>	<u>\$ 10,106,574</u>
Expenditures and Other Financing Uses						
1-11	Salaries-Regular	\$ 1,720,500	\$ 1,831,159	\$ 1,834,344	\$ 1,849,223	\$ 1,834,775
1-12	Salaries-Part Time	24,893	37,824	46,603	37,794	43,217
1-21	Overtime Compensation	65,694	91,969	78,956	82,970	78,956
1-27	Language Proficiency	6,484	6,546	7,050	930	1,000
1-28	On-Call Premium Pay	22,948	21,036	23,252	22,857	23,252
1-41	State Retirement	182,251	186,609	198,274	190,341	212,595
1-42	Social Security	135,975	146,774	152,724	151,712	151,709

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (Continued)						
1-44	Employee Insurance	309,299	339,147	370,754	372,538	372,762
1-45	Special Pension	7,200	7,308	3,971	8,000	7,960
1-46	Unempl Compensation	8,182	3,232	6,195	3,602	5,032
1-50	OPEB	19,700	18,600	20,000	16,513	14,102
Total Personal Services		2,503,126	2,690,204	2,742,123	2,736,480	2,745,360
2-11	Office Supplies	5,093	3,120	4,403	3,843	3,393
2-13	Memberships/ Subscriptions	9,067	11,747	12,140	12,485	12,280
2-14	Books/Publications/Maps	612	747	645	620	720
2-21	Gasoline & Lube	43,294	42,685	49,630	35,584	43,775
2-26	Bulk Chemicals	13,130	10,418	10,275	10,407	10,969
2-27	Materials & Supplies	70,589	89,485	87,050	89,502	88,450
2-28	Cleaning Supplies	481	2,277	2,246	1,954	2,263
2-29	Part & Access-Non Auto	8,334	42	7,100	7,000	7,100
2-31	Uniforms	2,874	4,404	6,400	5,809	6,500
2-33	Safety & Protective Equip	4,990	11,662	8,288	6,246	9,758
2-34	Small Tools	1,359	2,406	2,450	2,385	2,450
2-36	Photo Supplies	-	-	200	75	110
2-37	Resale Merchandise	17,013	4,855	10,000	3,325	10,000
2-99	Miscellaneous Expense	55	-	25	-	-
Total Commodities		176,891	183,848	200,852	179,235	197,768
3-11	Telephone	39,256	41,360	51,670	49,920	50,530
3-12	Postage	24,163	28,209	35,490	34,140	35,490
3-13	Electricity	222,153	259,171	265,500	250,120	265,869
3-14	Natural Gas	11,114	12,010	14,805	11,646	13,724
3-21	Liability Insurance Program	179,657	248,242	303,314	275,932	327,145
3-32	M & R- Office Equipment	-	-	350	25	50
3-33	M & R- Comm Equipment	-	-	310	230	310
3-34	M & R- Buildings	20,462	21,197	19,500	21,368	17,750
3-35	M & R- Streets & Bridges	483	20,258	11,000	17,745	11,000
3-36	Maintenance Agreements	50,802	54,274	58,171	65,152	48,151
3-37	M & R- Other Equipment	2,845	5,145	6,250	5,987	6,260
3-41	M & R- Sewage Treat Plant	39,690	34,775	52,000	42,112	51,000
3-42	M & R- Sewer Lines	10,992	25,589	12,000	12,446	12,000
3-43	M & R- Wells	12,627	1,804	2,000	1,200	253,500
3-44	M & R- Water Mains	3,774	4,030	9,000	9,000	10,500
3-45	M & R- Water Tanks	5,140	2,770	11,200	7,000	342,500
3-46	M & R- Water Meters	-	371	2,000	1,000	2,000
3-51	Equipment Rentals	147,417	155,036	146,826	147,093	148,296
3-52	Vehicle Maint & Replace	154,917	158,279	355,071	355,071	367,889
3-54	iSeries Computer	4,998	-	-	-	-
3-61	Consulting Services	3,605	3,900	12,970	9,510	15,000
3-63	Auditing Services	9,282	9,461	10,150	10,150	10,150

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (Continued)						
3-64	Engineering Services	76,185	108,311	180,000	107,893	171,000
3-65	Medical Examinations	-	-	300	150	300
3-69	Testing Services	26,336	30,694	25,000	20,427	20,545
3-70	Binding & Printing	2,600	14,380	24,088	24,752	24,588
3-71	Schools, Conf, Meetings	5,417	5,453	14,840	9,113	7,150
3-72	Transportation	91	35	210	160	560
3-82	JAWA-Fixed Cost	849,531	635,864	584,001	599,652	600,000
3-89	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500
3-93	Depreciation	790,517	805,553	798,421	805,552	805,552
3-96	Collection Services	26	-	100	368	500
3-97	JAWA-Operating Costs	1,726,909	1,841,646	2,282,893	2,178,094	2,282,893
3-99	Miscellaneous Expense	16,519	29,360	18,180	17,855	20,200
Total Contractual Services		<u>4,455,008</u>	<u>4,574,677</u>	<u>5,325,110</u>	<u>5,108,363</u>	<u>5,939,902</u>
Total Operating Expenditures		<u>7,135,025</u>	<u>7,448,729</u>	<u>8,268,085</u>	<u>8,024,078</u>	<u>8,883,030</u>
11-18	Principal-IEPA Loan	-	-	288,887	-	296,901
11-21	Interest-IEPA Loan	89,559	81,852	75,141	75,141	67,125
Total Debt Service		<u>89,559</u>	<u>81,852</u>	<u>364,028</u>	<u>75,141</u>	<u>364,026</u>
12-31	Transfer to General Capital	75,201	47,319	17,400	9,637	74,518
Total Interfund Transfers		<u>75,201</u>	<u>47,319</u>	<u>17,400</u>	<u>9,637</u>	<u>74,518</u>
13-21	Buildings	12,113	-	-	-	-
13-22	Impr Other Than Buildings	22,368	-	-	-	-
13-43	Other Equipment	4,110	24,775	30,000	18,000	30,000
13-61	Sewage Treatment Plant	32,232	1,455	90,000	62,755	180,000
13-62	Sewer Lines	51,818	97,221	155,000	155,000	155,000
13-72	Water Mains	20,629	13,537	500,000	164,688	420,000
Total Capital Outlay		<u>143,270</u>	<u>136,988</u>	<u>775,000</u>	<u>400,443</u>	<u>785,000</u>
Total Other Expenditures		<u>308,030</u>	<u>266,159</u>	<u>1,156,428</u>	<u>485,221</u>	<u>1,223,544</u>
Total Expenditures and Other Financing Uses		<u>\$ 7,443,055</u>	<u>\$ 7,714,888</u>	<u>\$ 9,424,513</u>	<u>\$ 8,509,299</u>	<u>\$ 10,106,574</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Expenditure Budget Summary by Department
 Fiscal Year Ending April 30, 2011

050 - Water and Sewer Fund

Cost Center	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
5010	Administration	\$ 1,378,512	\$ 1,543,213	\$ 1,644,393	\$ 1,611,326	\$ 1,645,107
5020	Water Treatment	2,223,756	2,362,906	2,850,828	2,699,405	3,433,858
5030	Water Maintenance	397,003	450,215	993,177	657,131	918,054
5040	Water Meter Operations	136,780	172,094	183,989	174,267	190,524
5050	Sewage Treatment	1,075,997	1,119,406	1,315,551	1,209,288	1,389,997
5060	Sewer Maintenance	426,199	496,466	672,725	667,900	684,938
5070	Depreciation/Debt Service	1,804,808	1,570,588	1,763,850	1,489,982	1,844,096
Total Water and Sewer Fund		<u>\$ 7,443,055</u>	<u>\$ 7,714,888</u>	<u>\$ 9,424,513</u>	<u>\$ 8,509,299</u>	<u>\$ 10,106,574</u>

5010 – WATER AND SEWER ADMINISTRATION



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	2005	2006	2007	2008	2009
Number of Water Bills:					
Original Bills	62,198	62,599	62,794	62,892	62,511
First Late Notice	14,530	14,480	15,164	16,095	16,950
Second Late Notice	6,081	5,876	6,848	6,134	6,951
Turn Offs	871	997	1,114	1,248	1,172
Final Bills	1,599	1,534	1,357	1,194	1,190
Work Orders Requested	9,081	7,098	6,822	6,781	6,479

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

VII. Support and Enhance Staff Training and Service Capacity.

1. Investigate the use of remote deposit as a method of processing water bills. (Second and third quarters)

This project was completed. Remote deposit is now used to deposit a majority of our water bill payments.

2. Complete a review of our financial accounting software in an effort to add new software features to enhance our customer service. (First through third quarters)

This project was completed. The current cost of software upgrades through HTE outweighs any benefits.

3. Review our records retention procedures and policies with the State of Illinois. (First quarter)

The project was started by meeting with a representative from the State of Illinois, but will be carried forward to next year.

4. Review the feasibility of monthly water and sewer billing. (Second through fourth quarters)

The cost of printing and mailing monthly bills outweighs the customer service benefits at this time.

ADDITIONAL ACCOMPLISHMENTS

1. Water and sewer billing staff attended the HTE Conference in Oakbrook, Illinois.
2. An Auto Pay program was started that allows customers to have their water bill payments automatically withdrawn from a checking or savings account on the due date. Currently, approximately 4% of our customers have signed up for the service.

2010 – 2011 OBJECTIVES

VII. Support and Enhance Staff Training and Service Capacity.

1. Review our records retention procedures and policies with the State of Illinois. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5010 - Water & Sewer Administration

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 755,551	\$ 813,330	\$ 792,059	\$ 810,893	\$ 789,158
1-12	Salaries-Part Time	8,818	10,389	15,640	12,808	15,818
1-21	Salaries-Overtime	3,528	1,042	1,700	2,778	1,700
1-27	Language Proficiency	6,484	6,546	7,050	930	1,000
1-28	On-Call Premium Pay	(44)	-	150	100	150
1-41	State Retirement	77,168	78,473	81,829	80,086	87,351
1-42	Social Security	55,954	59,979	62,871	62,440	62,663
1-44	Employee Insurance	130,724	150,327	163,568	159,642	158,572
1-45	Special Pension	7,200	7,308	3,971	8,000	7,960
1-46	Unempl Compensation	8,182	3,232	6,195	3,602	5,032
1-50	OPEB	19,700	18,600	20,000	16,513	14,102
Total Personal Services		1,073,265	1,149,226	1,155,033	1,157,792	1,143,506
2-11	Office Supplies	3,843	2,265	3,235	2,415	2,025
2-13	Memberships/Subscriptions	3,080	4,744	4,520	4,744	4,530
2-14	Books/Publications/Maps	474	455	425	400	500
2-99	Miscellaneous Expense	55	-	25	-	-
Total Commodities		7,452	7,464	8,205	7,559	7,055
3-11	Telephone	12,857	12,894	20,396	21,212	20,396
3-12	Postage	23,460	27,562	34,620	31,708	34,620
3-14	Natural Gas	736	2,518	3,750	1,350	2,700
3-21	Liability Insurance Program	179,657	248,242	303,314	275,932	327,145
3-32	M & R- Office Equipment	-	-	300	-	-
3-36	Maintenance Agreements	39,204	32,793	43,641	49,000	33,331
3-37	M & R- Other Equipment	-	-	200	-	-
3-51	Equipment Rentals	6,026	6,865	6,576	7,068	8,046
3-54	iSeries Computer Pymt	4,998	-	-	-	-
3-61	Consulting Services	3,605	3,900	12,970	9,510	15,000
3-63	Auditing Services	9,282	9,461	10,150	10,150	10,150
3-71	Schools/Conf/Meetings	-	11,218	20,888	20,252	21,388
3-72	Transportation	1,345	1,679	6,000	1,500	1,000
3-96	Collection Services	80	31	70	70	70
3-99	Miscellaneous Expense	26	-	100	368	500
Total Contractual Services		281,276	357,163	462,975	428,120	474,346
Total Operating Expenditures		1,361,993	1,513,853	1,626,213	1,593,471	1,624,907
13-61	Office Equipment	16,519	29,360	18,180	17,855	20,200
Total Capital Outlay		16,519	29,360	18,180	17,855	20,200
Total Other Expenditures		16,519	29,360	18,180	17,855	20,200
Total Water & Sewer Administration		\$ 1,378,512	\$ 1,543,213	\$ 1,644,393	\$ 1,611,326	\$ 1,645,107

5020 – WATER TREATMENT



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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

I. Maintain and Enhance Public Safety

1. Implement recommended security measures at water facilities. (Fourth quarter)

Ongoing. Completed ladder gates, ladders and valve vault hatches at Well #4. Will continue with similar installations at the Schick Road and Longmeadow Pump Stations.

2. Continue to research alternate method of disinfecting the Village's water supply. (Third quarter)

This goal will not be completed by end of budget year and will be addressed in FY11.

V. Maintain and Enhance Village Infrastructure

3. Implement ARC flash study requirements. (Second quarter)

Completed second quarter.

4. Continue engineering phase of radio communications upgrade to the S.C.A.D.A. system. (First through fourth quarters)

Project postponed at this time. Will reschedule after doing preliminary work in fourth quarter.

2010 – 2011 OBJECTIVES

I. Maintain and Enhance Public Safety

1. Implement recommended security measures at water facilities. (Fourth quarter)
2. Continue research on alternate methods of disinfecting the Villages water supply. (Fourth quarter)

V. Maintain and Enhance Village Infrastructure

3. Rehab the ground storage reservoir at Longmeadow Pump Station. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 213,425	\$ 219,197	\$ 220,870	\$ 220,351	\$ 222,442
1-21	Salaries-Overtime	7,497	7,307	10,000	7,067	10,000
1-28	On-Call Premium Pay	6,060	6,213	6,462	6,314	6,462
1-41	State Retirement	22,939	22,455	23,686	22,797	25,563
1-42	Social Security	17,174	17,674	17,861	17,869	17,981
1-44	Employee Insurance	26,952	27,418	30,106	31,785	33,210
Total Personal Services		294,047	300,264	308,985	306,183	315,658
2-11	Office Supplies	447	404	318	316	318
2-13	Memberships/Subscriptions	278	340	330	346	460
2-14	Books/Publications/Maps	53	199	150	150	150
2-21	Gasoline & Lube	3,940	3,400	4,050	3,382	3,540
2-26	Bulk Chemicals	2,235	2,306	2,530	2,500	2,984
2-27	Materials & Supplies	10,542	8,336	10,000	10,000	10,000
2-28	Cleaning Supplies	264	317	248	250	265
2-31	Uniforms	612	666	700	700	700
2-33	Safety & Protective Equip	1,116	4,594	4,000	2,000	5,470
2-34	Small Tools	158	151	150	150	150
2-36	Photo Supplies	-	-	50	25	50
Total Commodities		19,645	20,713	22,526	19,819	24,087
3-11	Telephone	13,126	13,385	15,876	14,851	14,736
3-12	Postage	355	410	490	2,017	490
3-13	Electricity	66,369	74,464	75,100	70,131	75,469
3-14	Natural Gas	7,188	6,761	7,540	6,961	7,509
3-32	M & R- Office Equipment	-	-	50	25	50
3-33	M & R- Comm Equipment	-	-	50	25	50
3-34	M & R- Buildings	1,423	1,582	3,000	5,088	3,150
3-36	Maintenance Agreements	10,393	13,004	12,630	15,202	12,920
3-37	M & R- Other Equipment	1,476	5,100	5,000	5,087	5,210
3-43	M & R- Wells	12,627	1,804	2,000	1,200	253,500
3-45	M & R- Water Tanks	5,140	2,770	11,200	7,000	342,500
3-51	Equipment Rentals	-	-	50	25	50
3-52	Vehicle Maint & Replace	7,915	8,475	14,998	14,998	14,941
3-64	Engineering Services	11,714	24,682	35,000	15,000	35,000
3-65	Medical Examinations	-	-	300	150	300
3-69	Testing Services	13,704	17,404	15,000	11,000	10,545

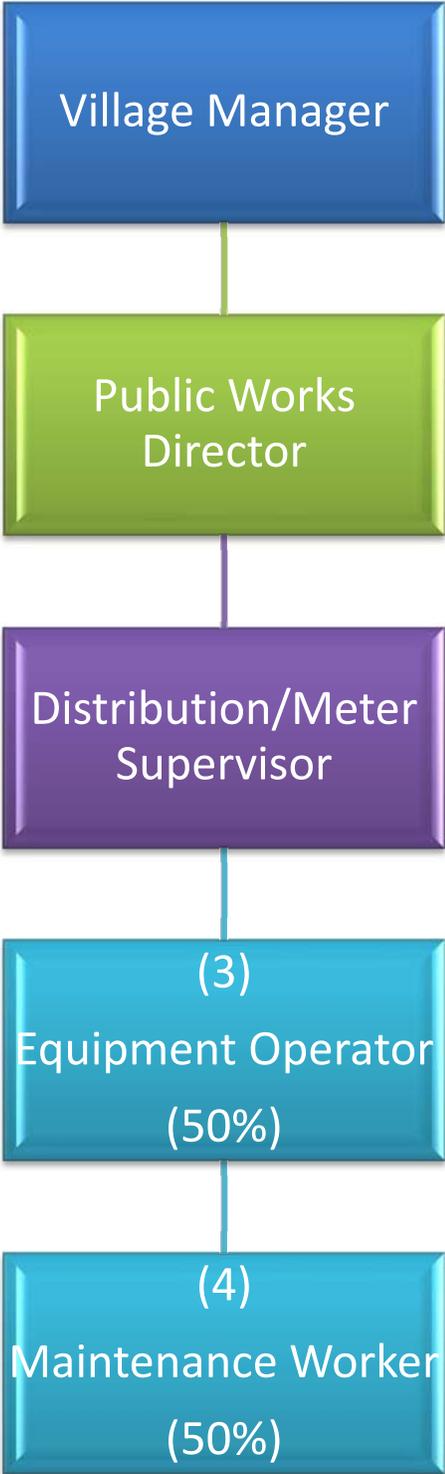
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures (Continued)						
3-70	Binding & Printing	2,600	3,162	3,200	4,500	3,200
3-71	Schools/Conf/Meetings	2,647	2,505	4,840	3,999	1,450
3-72	Transportation	-	-	100	50	150
3-97	JAWA-Operating Costs	1,726,909	1,841,646	2,282,893	2,178,094	2,282,893
Total Contractual Services		<u>1,883,586</u>	<u>2,017,154</u>	<u>2,489,317</u>	<u>2,355,403</u>	<u>3,064,113</u>
Total Operating Expenditures		<u>2,197,278</u>	<u>2,338,131</u>	<u>2,820,828</u>	<u>2,681,405</u>	<u>3,403,858</u>
13-22	Improvements other than Bldgs	22,368	-	-	-	-
13-43	Other Equipment	4,110	24,775	30,000	18,000	30,000
Total Capital Outlay		<u>26,478</u>	<u>24,775</u>	<u>30,000</u>	<u>18,000</u>	<u>30,000</u>
Total Other Expenditures		<u>26,478</u>	<u>24,775</u>	<u>30,000</u>	<u>18,000</u>	<u>30,000</u>
Total Water Treatment		<u>\$ 2,223,756</u>	<u>\$ 2,362,906</u>	<u>\$ 2,850,828</u>	<u>\$ 2,699,405</u>	<u>\$ 3,433,858</u>

5030 – WATER MAINTENANCE



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 1,469 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	2005	2006	2007	2008	2009
Miles of Water Mains	111.51	111.75	111.83	111.78	112.05
Number of Fire Hydrants	1,449	1,452	1,459	1,464	1,469
Number of System Valves	1,512	1,517	1,521	1,519	1,524
B-Box (clean, locate, repair)	198	243	263	1,117	427
Gate/Auxiliary Valves (clean, locate, repair)	31	26	42	42	12
Water Main Breaks	96	37	39	49	37
Water Main Breaks - Possible	32	42	22	33	27
JULIE Locates	2,816	3,052	3,432	3,438	4,343
B-Box - Installation	1	1	2	0	5
Hydrants Flushed	1,438	1,443	1,455	1,463	1,462
Hydrants Painted	0	18	88	21	0
Hydrants Repaired	150	211	183	135	217
Yard Preparation - hours	1,169	754	1,145	562	635
Yard Repairs - Square Yards	4,340	4,466	7,306	7,518	11,000

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Water main replacement. (Second quarter)

Cook County: 600 feet – Hickory Street (Sycamore Avenue to Poplar Avenue)
 500 feet – Briarwood Street (Hollywood Avenue to Briarwood Avenue)
 1,000 feet – Jensen Boulevard (Irving Park Road to Tower Drive)

DuPage County: 450 feet – Nugget Circle (East Side - Rear) (Sacramento Drive North to Valve #1708)

Completed second quarter

2. Obtain information on fire hydrants for future GIS system. (Third quarter)

Completed first 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 and mowing operations.
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, broken curb stop, etcetera, that require excavation.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Water main replacement. (Second quarter)

Cook County: 650 feet – Bristol Lane (Valve #632 to Valve #554)
 450 feet – Cumberland Drive (Valve #554 to Parkview Drive)
 800 feet – Parkview Drive (Cumberland Drive to Valve #566)
 417 feet – Anne Fox School (Valve #566 to 8" Water Main along Natural Gas Pipeline Easement)
 150 feet – Astor Avenue (Water Main Crossings for Astor Avenue Reconstruction)

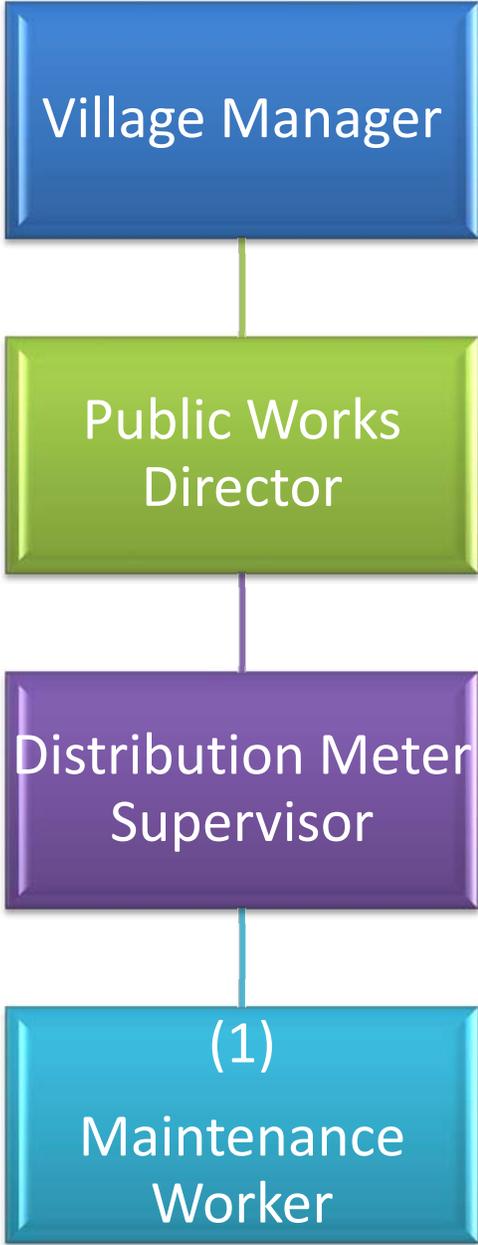
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5030 - Water Maintenance

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 187,317	\$ 194,019	\$ 197,900	\$ 194,760	\$ 197,440
1-12	Salaries-Part Time	2,914	4,632	8,715	6,650	7,815
1-21	Salaries-Overtime	19,344	42,268	30,000	35,591	30,000
1-28	On-Call Premium Pay	1,268	1,029	1,200	1,326	1,200
1-41	State Retirement	20,791	22,488	23,789	21,892	25,427
1-42	Social Security	15,819	18,073	18,591	17,944	18,034
1-44	Employee Insurance	28,238	29,217	32,590	36,111	38,520
Total Personal Services		275,691	311,726	312,785	314,274	318,436
2-11	Office Supplies	-	-	-	12	-
2-13	Memberships/Subscriptions	60	75	180	504	60
2-21	Gasoline & Lube	11,883	11,966	13,440	8,002	11,660
2-27	Materials & Supplies	33,950	35,354	37,350	37,350	37,350
2-31	Uniforms	530	600	900	900	900
2-33	Safety & Protective Equip	879	2,887	950	950	950
2-34	Small Tools	1,045	2,002	1,800	1,800	1,800
2-36	Photo Supplies	-	-	50	20	20
Total Commodities		48,347	52,884	54,670	49,538	52,740
3-33	M & R- Comm Equipment	-	-	150	150	150
3-35	M & R- Streets & Bridges	-	17,400	8,000	11,509	8,000
3-37	M & R- Other Equipment	350	45	400	400	400
3-44	M & R- Water Mains	3,774	4,030	9,000	9,000	10,500
3-51	Equipment Rentals	-	-	200	-	200
3-52	Vehicle Maint & Replace	43,635	45,539	103,372	103,372	103,028
3-69	Testing Services	3,918	4,619	3,500	3,500	3,500
3-71	Schools/Conf/Meetings	659	435	1,100	700	1,100
Total Contractual Services		52,336	72,068	125,722	128,631	126,878
Total Operating Expenditures		376,374	436,678	493,177	492,443	498,054
13-72	Water Mains	20,629	13,537	500,000	164,688	420,000
Total Capital Outlay		20,629	13,537	500,000	164,688	420,000
Total Other Expenditures		20,629	13,537	500,000	164,688	420,000
Total Water Maintenance		\$ 397,003	\$ 450,215	\$ 993,177	\$ 657,131	\$ 918,054

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	2005	2006	2007	2008	2009
Water Meters Read	66,472	66,547	97,025	68,140	66,798
Water Meters Replaced (5/8 x 3/4)	240	31	17	29	32
Water Meter Service Requests	6,879	6,566	6,050	5,870	6,266
Water Turn On/Off	2,638	2,587	2,817	3,066	2,767
Install R900 Radios	293	6	58	81	85
Meter Repair/Cable/Register/Reseal Meter	308	226	220	293	305
Meter Checks - High Water Bill	197	162	146	175	150

Description of Measurement	2005	2006	2007	2008	2009
Meter Leaking	15	38	15	33	20
Meters Tested	71	53	149	138	117
Meters Tested/High Billing	2	7	6	1	3
No Water - Frozen Service/Low Pressure	27	16	49	19	23
Replace Meters - Frozen/Broken Bottom	14	6	29	24	62
Replace Meters - Test/High Bill	1	5	5	1	2
Seal New Meters/Install RF900-New Construction	57	87	73	12	11
Service Status	575	731	588	1,149	937
Tags – Red	152	176	207	71	6
Tags - Service/Deposit	2,468	2,270	1,791	1,923	1875
Tags - Theft of Service	70	65	85	78	64

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Improve the efficiency of the customer service request process. (Second quarter)

Ongoing.

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax

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.

ADDITIONAL ACCOMPLISHMENTS

1. Increase in number of water turn-offs due to delinquent payments.
2. Increase in number of b-box repairs (found during water shut-off cycles).

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Improve the efficiency of the customer service request process. (Second quarter)

VI. Preserve Financial Stability and Reduce Reliance Upon Property Tax

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, 2011

Fund 050 - Water and Sewer Fund

Department 5040 - Water Meter Operations

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 63,718	\$ 86,038	\$ 91,208	\$ 91,040	\$ 91,996
1-21	Salaries-Overtime	8,526	6,931	9,000	9,000	9,000
1-28	On-Call Premium Pay	6,960	8,104	7,000	7,000	7,000
1-41	State Retirement	7,833	10,344	10,885	10,296	11,760
1-42	Social Security	5,906	7,879	8,201	8,072	8,030
1-44	Employee Insurance	8,069	8,170	9,318	9,319	9,206
Total Personal Services		101,012	127,466	135,612	134,727	136,992
2-11	Office Supplies	480	217	650	400	650
2-13	Memberships/Subscriptions	75	-	310	100	370
2-21	Gasoline & Lube	6,166	7,692	7,560	6,800	7,200
2-27	Materials & Supplies	3,729	12,711	9,700	10,057	12,600
2-31	Uniforms	280	158	500	500	600
2-33	Safety & Protective Equip	208	272	450	450	450
2-34	Small Tools	40	4	150	125	150
2-36	Photo Supplies	-	-	50	10	20
2-37	Resale Merchandise	17,013	4,855	10,000	3,325	10,000
Total Commodities		27,991	25,909	29,370	21,767	32,040
3-11	Telephone	-	265	600	516	600
3-12	Postage	188	23	200	150	200
3-36	Maintenance Agreements	-	7,817	-	-	-
3-37	M & R- Other Equipment	-	-	100	100	100
3-46	M & R- Water Meters	-	371	2,000	1,000	2,000
3-52	Vehicle Maint & Replace	7,589	10,243	15,807	15,807	18,292
3-71	Schools/Conf/Meetings	-	-	300	200	300
Total Contractual Services		7,777	18,719	19,007	17,773	21,492
Total Water Meter Operations		\$ 136,780	\$ 172,094	\$ 183,989	\$ 174,267	\$ 190,524

5050 – SEWAGE TREATMENT



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.

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Engineering services for SCADA system upgrade. (Fourth quarter)

Project postponed at this time. To be rescheduled in the future.

2. Digester steel wall recoating. (Second quarter)

Prepared documents for bidding process. Completed fourth quarter. Will bid in spring FY11.

3. Implement ARC flash study requirements. (Second quarter)

ARC flash study completed second quarter.

VIII. Support Environmental Issues

4. Continue Zinc Industrial Program enforcement with Village industrial users. (Fourth quarter)

Ongoing. Public outreach meeting completed second quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Seal coated all driveways at the Sewage Treatment Plant and Lift Stations.
2. Cleaned up brush in front of fence at the Sewage Treatment Plant.

3. Installed new ditch drive shaft on drive #7 at the Sewage Treatment Plant.
4. Installed flow totalizers at landfill that will read out at the Sewage Treatment Plant.
5. Repaved and increased size of approach driveway at the Jefferson Lift Station.
6. Vactored all Lift Station wet wells.
7. Installed new level transducer at Jefferson Lift Station.
8. Repaired digester tank railings.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Digester steel wall recoating. (First quarter)

VIII. Support Environmental Issues

2. Continue Zinc Industrial Program permitting process. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS

Budget Detail by Department
Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 317,488	\$ 329,347	\$ 334,407	\$ 337,425	\$ 336,299
1-12	Salaries-Part Time	2,725	4,274	-	-	-
1-21	Salaries-Overtime	21,785	27,039	23,256	23,534	23,256
1-28	On-Call Premium Pay	5,896	6,016	6,240	6,117	6,240
1-41	State Retirement	34,037	33,844	36,733	35,369	39,681
1-42	Social Security	25,723	26,782	27,410	27,622	27,555
1-44	Employee Insurance	87,142	93,758	102,582	99,573	94,874
Total Personal Services		494,796	521,060	530,628	529,640	527,905
2-11	Office Supplies	323	234	200	700	400
2-13	Memberships/Subscriptions	5,574	6,588	6,800	6,791	6,860
2-14	Books/Publications/Maps	85	93	70	70	70
2-21	Gasoline & Lube	8,485	8,084	9,830	6,000	8,875
2-26	Bulk Chemicals	10,895	8,112	7,745	7,907	7,985
2-27	Materials & Supplies	18,213	23,127	19,000	21,095	17,000
2-28	Cleaning Supplies	217	1,960	1,998	1,704	1,998
2-29	Part & Access-Non Auto	462	42	100	-	100
2-31	Uniforms	1,007	2,456	3,300	2,709	3,300
2-33	Safety & Protective Equip	1,219	1,730	1,083	1,046	1,083
2-34	Small Tools	77	249	250	250	250
Total Commodities		46,557	52,675	50,376	48,272	47,921
3-11	Telephone	13,273	14,816	14,798	13,341	14,798
3-12	Postage	160	214	180	265	180
3-13	Electricity	155,784	184,707	190,400	179,989	190,400
3-14	Natural Gas	3,190	2,731	3,515	3,335	3,515
3-33	M & R- Comm Equipment	-	-	50	25	50
3-34	M & R- Buildings	19,039	19,615	16,500	16,280	14,600
3-36	Maintenance Agreements	1,205	660	1,900	950	1,900
3-37	M & R- Other Equipment	58	-	150	-	150
3-41	M & R- Sewage Treat Plant	39,690	34,775	52,000	42,112	51,000
3-42	M & R- Sewer Lines	8,142	9,162	9,000	8,636	9,000
3-51	Equipment Rentals	141,391	148,171	140,000	140,000	140,000
3-52	Vehicle Maint & Replace	17,672	18,731	45,854	45,854	46,378
3-64	Engineering Services	64,471	83,629	145,000	92,893	136,000
3-69	Testing Services	8,714	8,671	6,500	5,927	6,500

VILLAGE OF HANOVER PARK, ILLINOIS

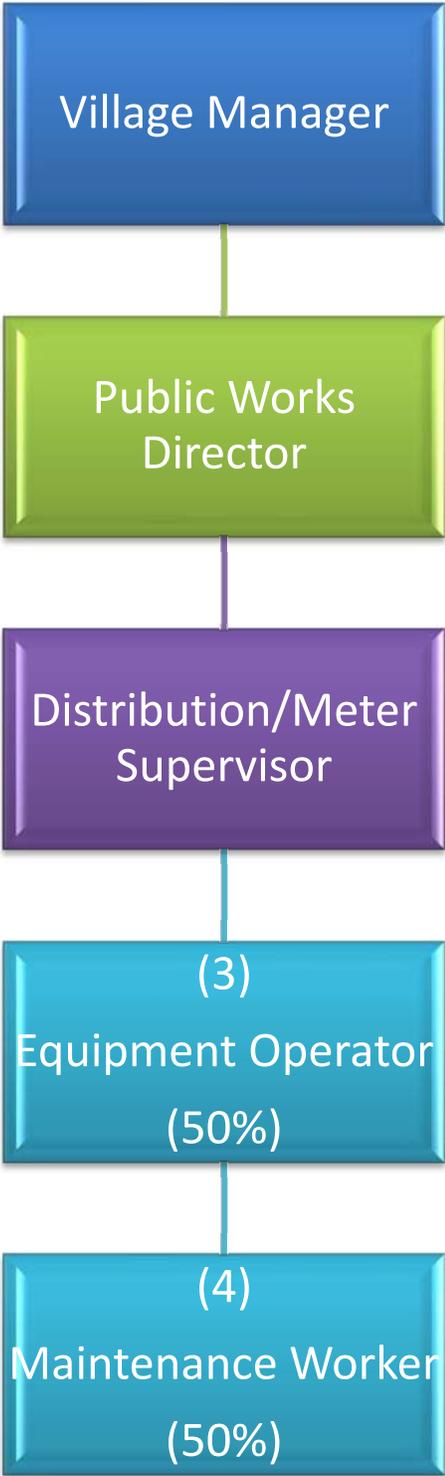
Budget Detail by Department
Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures (Continued)						
	3-71 Schools/Conf/Meetings	10	834	1,200	1,514	1,900
	3-72 Transportation	-	-	-	-	300
	3-89 IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500
	Total Contractual Services	490,299	544,216	644,547	568,621	634,171
	Total Operating Expenditures	1,031,652	1,117,951	1,225,551	1,146,533	1,209,997
	13-21 Buildings	12,113	-	-	-	-
	13-61 Sewage Treatment Plant	32,232	1,455	90,000	62,755	180,000
	Total Capital Outlay	44,345	1,455	90,000	62,755	180,000
	Total Other Expenditures	44,345	1,455	90,000	62,755	180,000
	Total Sewage Treatment	\$ 1,075,997	\$ 1,119,406	\$ 1,315,551	\$ 1,209,288	\$ 1,389,997

5060 – SEWER MAINTENANCE



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	2005	2006	2007	2008	2009
Miles of Sanitary Sewers	93.94	93.86	93.96	93.96	93.76
Number of Manholes	2,347	2,347	2,351	2,351	2,342
Sanitary Sewer Backups	12	11	10	19	13
Sanitary Sewer Backup – Possible	76	79	39	51	52
Sanitary Sewer Inspections	1,045	1,403	1,164	1,692	1,155
Sanitary Sewer PM Root Cut/Jet (in. ft.)	269,227	427,506	222,034	329,939	239,876
Sanitary Sewer Televising (ft.)	20,551	25,547	39,422	3,851	41,425
Sanitary Sewer Repair – Each	2	7	4	1	3

2009 - 2010 OBJECTIVES AND ACCOMPLISHMENTS

V. Maintain and Enhance Village Infrastructure

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)
Ongoing.
2. Reline sanitary sewers in Cook County. Locations to be determined. (Third quarter)
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>	
1988	14,774	1988	0
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
Total:	535,052 feet or 101.339 Miles	Total:	50,209 feet or 9.51 Miles

*No televising due to loss of vehicle.

2010 - 2011 OBJECTIVES

V. Maintain and Enhance Village Infrastructure

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)
2. Reline sanitary sewers in Cook County. Locations to be determined. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5060 - Sewer Maintenance

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
1-11	Salaries-Regular	\$ 183,001	\$ 189,228	\$ 197,900	\$ 194,754	\$ 197,440
1-12	Salaries-Part Time	10,436	18,529	22,248	18,336	19,584
1-21	Salaries-Overtime	5,014	7,382	5,000	5,000	5,000
1-28	On-Call Premium Pay	2,808	(326)	2,200	2,000	2,200
1-41	State Retirement	19,483	19,005	21,352	19,901	22,813
1-42	Social Security	15,399	16,387	17,790	17,765	17,446
1-44	Employee Insurance	28,174	30,257	32,590	36,108	38,380
Total Personal Services		264,315	280,462	299,080	293,864	302,863
2-21	Gasoline & Lube	12,820	11,543	14,750	11,400	12,500
2-27	Materials & Supplies	4,155	9,957	11,000	11,000	11,500
2-29	Part & Access-Non Auto	7,872	-	7,000	7,000	7,000
2-31	Uniforms	445	524	1,000	1,000	1,000
2-33	Safety & Protective Equip	1,568	2,179	1,805	1,800	1,805
2-34	Small Tools	39	-	100	60	100
2-36	Photo Supplies	-	-	50	20	20
Total Commodities		26,899	24,203	35,705	32,280	33,925
3-33	M & R- Comm Equipment	-	-	60	30	60
3-35	M & R- Streets & Bridges	483	2,858	3,000	6,236	3,000
3-37	M & R- Other Equipment	961	-	400	400	400
3-42	M & R- Sewer Lines	2,850	16,427	3,000	3,810	3,000
3-52	Vehicle Maint & Replace	78,106	75,291	175,040	175,040	185,250
3-71	Schools/Conf/Meetings	756	-	1,400	1,200	1,400
3-72	Transportation	11	4	40	40	40
Total Contractual Services		83,167	94,580	182,940	186,756	193,150
Total Operating Expenditures		374,381	399,245	517,725	512,900	529,938
13-62	Sewer Lines	51,818	97,221	155,000	155,000	155,000
Total Capital Outlay		51,818	97,221	155,000	155,000	155,000
Total Other Expenditures		51,818	97,221	155,000	155,000	155,000
Total Sewer Maintenance		\$ 426,199	\$ 496,466	\$ 672,725	\$ 667,900	\$ 684,938

5070 – DEBT SERVICE AND DEPRECIATION



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending April 30, 2011

Fund 050 - Water and Sewer Fund

Department 5070 - Depreciation & Debt Service

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures						
3-82	JAWA-Fixed Cost	\$ 849,531	\$ 635,864	\$ 584,001	\$ 599,652	\$ 600,000
3-93	Depreciation	790,517	805,553	798,421	805,552	805,552
Total Contractual Services		<u>1,640,048</u>	<u>1,441,417</u>	<u>1,382,422</u>	<u>1,405,204</u>	<u>1,405,552</u>
Total Operating Expenditures		<u>1,640,048</u>	<u>1,441,417</u>	<u>1,382,422</u>	<u>1,405,204</u>	<u>1,405,552</u>
11-18	Principal-IEPA Loan	-	-	288,887	-	296,901
11-21	Interest-IEPA Loan	89,559	81,852	75,141	75,141	67,125
Total Debt Service		<u>89,559</u>	<u>81,852</u>	<u>364,028</u>	<u>75,141</u>	<u>364,026</u>
12-31	Transfer to General Capital	75,201	47,319	17,400	9,637	74,518
Total Interfund Transfers		<u>75,201</u>	<u>47,319</u>	<u>17,400</u>	<u>9,637</u>	<u>74,518</u>
Total Other Expenditures		<u>164,760</u>	<u>129,171</u>	<u>381,428</u>	<u>84,778</u>	<u>438,544</u>
Total Depreciation & Debt Service		<u>\$ 1,804,808</u>	<u>\$ 1,570,588</u>	<u>\$ 1,763,850</u>	<u>\$ 1,489,982</u>	<u>\$ 1,844,096</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
1997 Illinois Environmental Protection Agency Note
April 30, 2010

Date of Issue	April 9, 1997
Date of Maturity	April 9, 2017
Original Amount	\$3,750,000
Interest Rate	2.815%
Interest Dates	April 9 and October 9
Principal Maturity Dates	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>
10/06/2010	101,342	21,903	123,245
04/09/2011	102,768	20,477	123,245
10/06/2011	104,215	19,030	123,245
04/09/2012	105,682	17,564	123,245
10/06/2012	107,169	16,076	123,245
04/09/2013	108,677	14,568	123,245
10/06/2013	110,207	13,038	123,245
04/09/2014	111,758	11,487	123,245
10/06/2014	113,331	9,914	123,245
04/09/2015	114,926	8,319	123,245
10/06/2015	116,544	6,701	123,245
04/09/2016	118,184	5,061	123,245
10/06/2016	119,848	3,397	123,245
04/09/2017	121,535	1,710	123,245
	<hr/>	<hr/>	<hr/>
	\$ 1,556,186	\$ 169,246	\$ 1,725,433
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VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
2000 Illinois Environmental Protection Agency Note
April 30, 2010

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

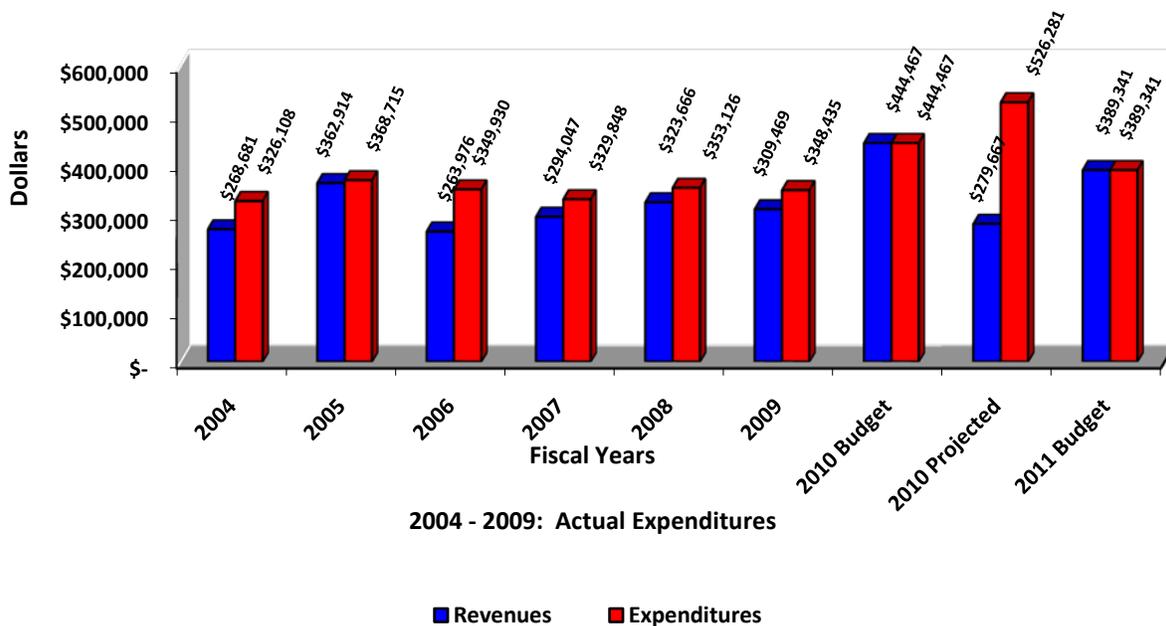
CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
07/01/2010	46,093	12,675	58,769
01/01/2011	46,698	12,070	58,769
07/01/2011	47,311	11,458	58,769
01/01/2012	47,932	10,837	58,769
07/01/2012	48,561	10,207	58,769
01/01/2013	49,199	9,570	58,769
07/01/2013	49,845	8,924	58,769
01/01/2014	50,499	8,270	58,769
07/01/2014	51,162	7,607	58,769
01/01/2015	51,833	6,936	58,769
07/01/2015	52,513	6,256	58,769
01/01/2016	53,203	5,566	58,769
07/01/2016	53,901	4,868	58,769
01/01/2017	54,608	4,161	58,769
07/01/2017	55,325	3,444	58,769
01/01/2018	56,051	2,718	58,769
07/01/2018	56,787	1,982	58,769
01/01/2019	57,532	1,237	58,769
07/01/2019	36,694	482	37,176
	\$ 965,748	\$ 129,267	\$ 1,095,015
	\$ 965,748	\$ 129,267	\$ 1,095,015

MUNICIPAL COMMUTER PARKING LOT FUND

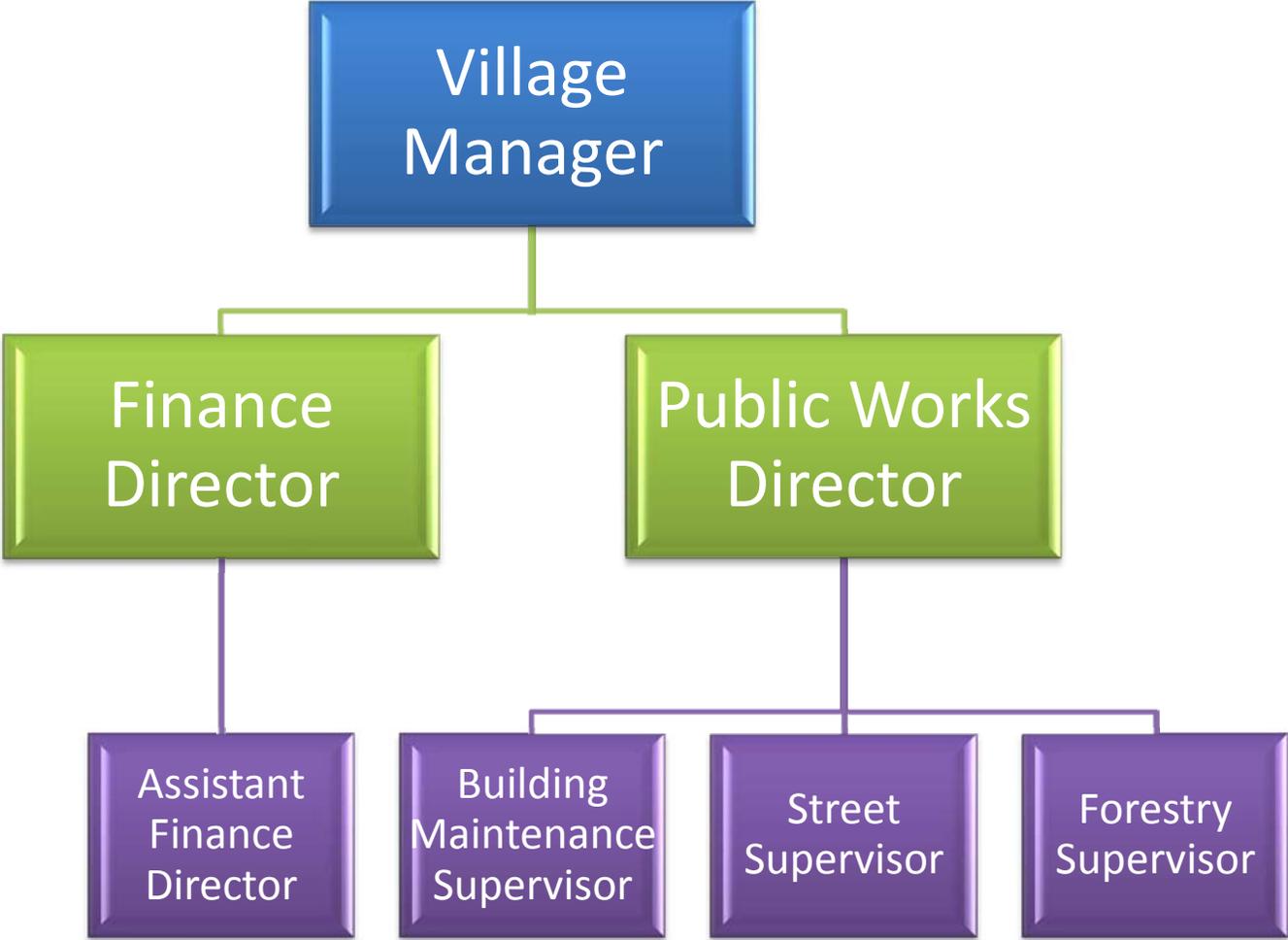
The Municipal Commuter Parking Lot Fund accounts for the provision of commuter parking services to the residents of the Village of Hanover Park and surrounding communities. Resources include permit and daily parking fees.

**Municipal Commuter Parking Lot Fund
Revenues and Expenditures**



Municipal Parking lot fees are expected to increase due to a daily rate increase from \$1.00 to \$1.25 and the elimination of discounts for multi-month and yearly pass purchases. The FY 2011 budget includes the replacement of the current cash only meter boxes with meter boxes that will accept cash, credit and debit cards.

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.

2009 – 2010 OBJECTIVES AND ACCOMPLISHMENTS

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

1. Resurface east half of south commuter lot. (First quarter)
Completed.
2. Continue to improve landscaping around platform, station, and parking lot. (Second quarter)
Platform fence was replaced. Remainder of items were not completed due to cost overruns of resurfacing.
3. Evaluate parking fee structure. (Third quarter)
Completed. Changes will be recommended as part of FY11 Budget process.
4. Investigate Pace shelter. (Second quarter)
Currently working with Pace officials on obtaining one.
5. Look for ways to reduce electrical consumption. (First quarter)
Ongoing.

ADDITIONAL ACCOMPLISHMENTS

1. Switched janitorial service from Village staff over to Train Station vendor as a result of reduction in force.

2010 - 2011 OBJECTIVES

II. Enhance and Maintain the Property Values and Village Appearance as a Quality Community

1. Install new parking fee collection meters. (Second quarter)
2. Raise commuter lot parking rates to offset cost of operating the lot. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 051 - Municipal Commuter Lot Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
321.07-00	Penalties on Licenses	\$ 20	\$ -	\$ -	\$ -	\$ -
323.09-00	Parking Lot Meter Fees	115,946	113,176	114,780	106,756	143,750
323.10-00	Parking Lot Permit Fees	169,994	177,369	175,026	166,105	185,500
Total Charges for Services		285,960	290,545	289,806	272,861	329,250
361.00-00	Interest on Investments	12,572	8,548	7,238	4,306	4,478
362.00-00	Net Change in Fair Value	4,949	1,685	-	-	-
368.00-00	Declared IPBC Dividend	14,185	2,691	-	-	-
Total Investment Income		31,706	12,924	7,238	4,306	4,478
364.00-00	Rental Income	6,000	6,000	6,000	2,500	-
Total Miscellaneous Revenue		6,000	6,000	6,000	2,500	-
399.00-00	Reappropriation	-	-	141,423	-	55,613
Total Other		-	-	141,423	-	55,613
Total Revenues and Other Financing Sources		\$ 323,666	\$ 309,469	\$ 444,467	\$ 279,667	\$ 389,341

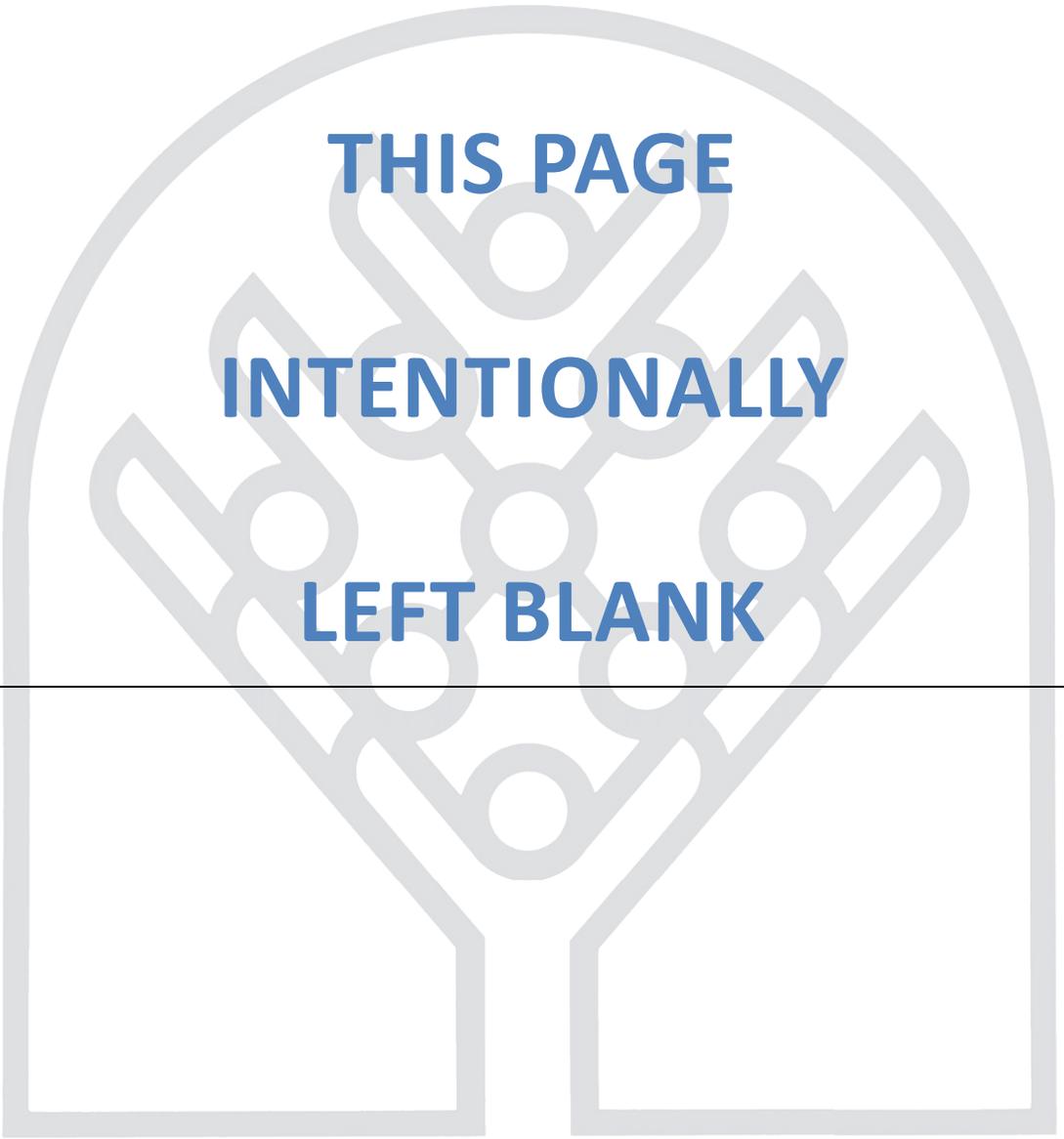
Expenditures and Other Financing Uses

1-11	Salaries-Regular	\$ 121,450	\$ 117,265	\$ 117,899	\$ 117,425	\$ 111,587
1-12	Salaries-Part Time	-	-	-	2,875	-
1-21	Overtime Compensation	19,497	16,594	8,000	15,259	8,000
1-27	Language Proficiency	450	170	600	300	-
1-28	On-Call Premium Pay	19	(311)	130	98	130
1-41	State Retirement	14,358	12,844	12,806	12,068	13,149
1-42	Social Security	10,748	10,145	9,649	9,538	9,126
1-44	Employee Insurance	24,998	24,483	27,182	27,182	23,806
Total Personal Services		191,520	181,190	176,266	184,745	165,798
2-11	Office Supplies	963	1,403	1,394	1,880	1,394
2-26	Bulk Chemicals	8,948	7,205	7,000	8,056	7,000
2-27	Materials & Supplies	3,573	3,936	5,000	6,000	5,000
2-28	Cleaning Supplies	800	1,143	900	1,223	900
2-34	Small Tools	-	-	50	-	50
2-99	Miscellaneous Expense	-	-	50	-	50
Total Commodities		14,284	13,687	14,394	17,159	14,394

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 051 - Municipal Commuter Lot Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Expenditures and Other Financing Uses (Continued)						
3-12	Postage	247	294	300	277	300
3-13	Electricity	13,863	14,756	16,000	14,677	15,153
3-14	Natural Gas	3,365	2,752	3,240	3,132	2,891
3-21	Liability Insurance Program	11,294	15,669	19,213	17,852	20,751
3-34	M & R- Buildings	6,891	150	1,500	2,500	1,500
3-35	M & R- Streets & Bridges	63,445	64,578	41,700	60,000	41,700
3-36	Maintenance Agreements	1,945	2,403	1,500	4,159	1,500
3-55	Real Property Rental	820	775	800	775	800
3-93	Depreciation	32,304	32,304	32,304	32,304	32,304
3-99	Miscellaneous Expense	1,976	1,780	2,250	2,004	2,250
Total Contractual Services		<u>136,150</u>	<u>135,461</u>	<u>118,807</u>	<u>137,680</u>	<u>119,149</u>
Total Operating Expenditures		<u>341,954</u>	<u>330,338</u>	<u>309,467</u>	<u>339,584</u>	<u>299,341</u>
13-22	Improvements Other Than Buildings	11,172	18,097	135,000	186,697	90,000
Total Capital Outlay		<u>11,172</u>	<u>18,097</u>	<u>135,000</u>	<u>186,697</u>	<u>90,000</u>
Total Other Expenditures		<u>11,172</u>	<u>18,097</u>	<u>135,000</u>	<u>186,697</u>	<u>90,000</u>
Total Expenditures and Other Financing Uses		<u>\$ 353,126</u>	<u>\$ 348,435</u>	<u>\$ 444,467</u>	<u>\$ 526,281</u>	<u>\$ 389,341</u>

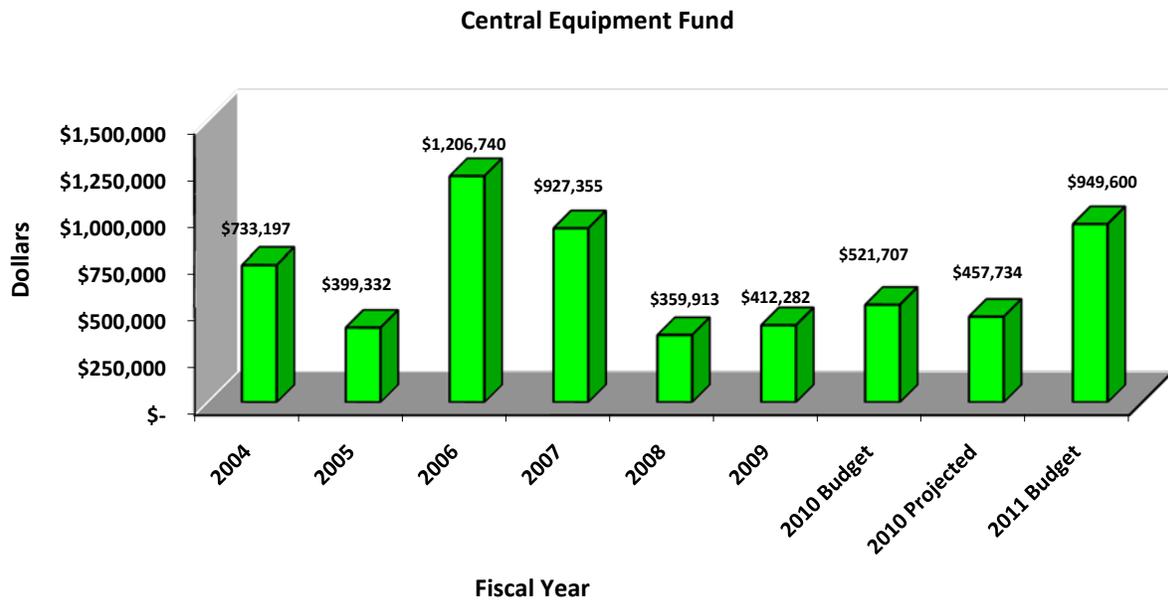


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Hanover Park

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.



2004 - 2009: 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.

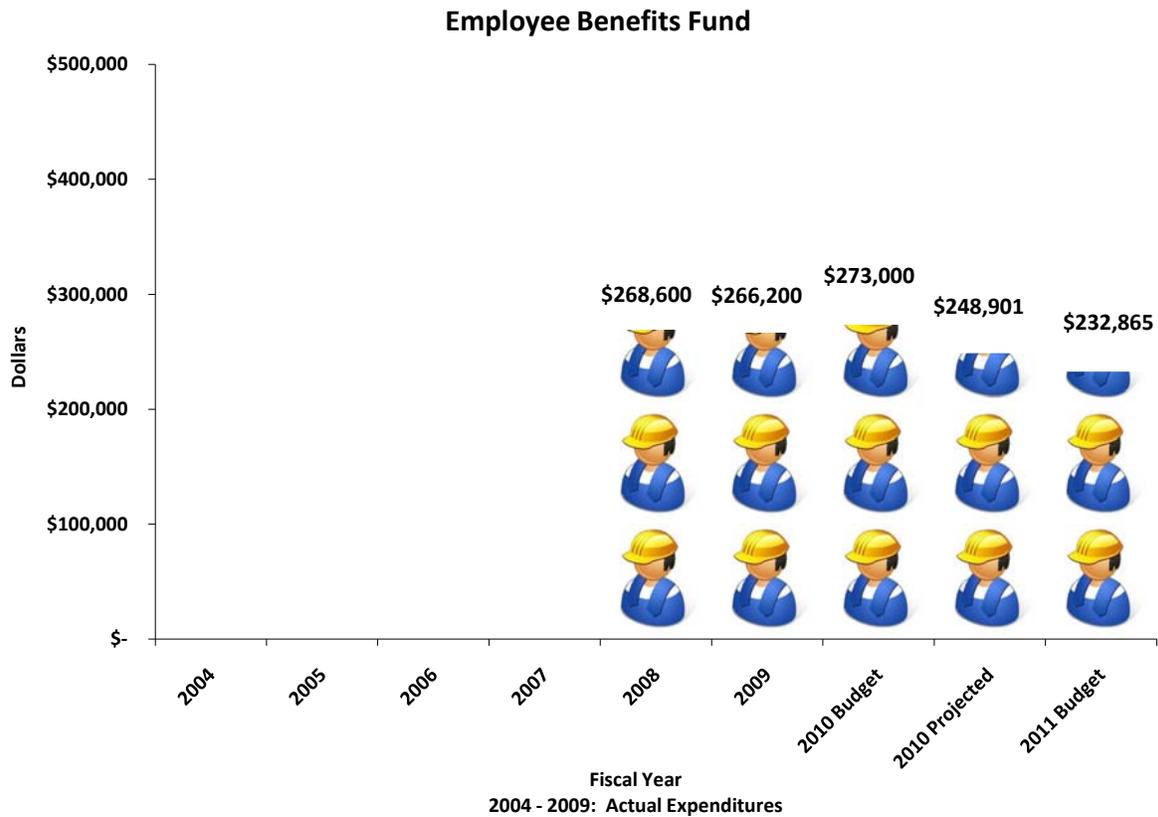
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 061 - Central Equipment Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 228,561	\$ 209,350	\$ 172,275	\$ 100,000	\$ 125,000
362.00-00	Net Change in Fair Value	119,384	11,666	-	-	-
Total Investment Income		<u>347,945</u>	<u>221,016</u>	<u>172,275</u>	<u>100,000</u>	<u>125,000</u>
391.01-00	General Fund	590,655	468,596	483,396	483,396	-
391.50-00	Water & Sewer Fund	-	-	191,039	191,039	197,232
Total Interfund Transfers		<u>590,655</u>	<u>468,596</u>	<u>674,435</u>	<u>674,435</u>	<u>197,232</u>
392.01-00	Gain-Sale of Capital Assets	40,168	30,516	-	15,130	-
392.02-00	Loss-Sale of Capital Assets	(21,702)	(15,717)	-	-	-
399.00-00	Reappropriation	-	-	-	-	627,368
Total Other		<u>18,466</u>	<u>14,799</u>	<u>-</u>	<u>15,130</u>	<u>627,368</u>
Total Revenues and Other Financing Sources		<u>\$ 957,066</u>	<u>\$ 704,411</u>	<u>\$ 846,710</u>	<u>\$ 789,565</u>	<u>\$ 949,600</u>
Expenditures and Other Financing Uses						
3-93	Depreciation	\$ 345,121	\$ 367,005	\$ -	\$ -	\$ -
Total Contractual Services		<u>345,121</u>	<u>367,005</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Operating Expenditures		<u>345,121</u>	<u>367,005</u>	<u>-</u>	<u>-</u>	<u>-</u>
11-03	Installment Note Payment	4,797	2,515	49,707	49,537	-
Total Debt Service		<u>4,797</u>	<u>2,515</u>	<u>49,707</u>	<u>49,537</u>	<u>-</u>
13-41	Automobiles	-	-	194,000	178,000	266,600
13-42	Trucks	-	42,762	208,000	199,000	340,500
13-43	Other Equipment	9,995	-	70,000	31,197	342,500
Total Capital Outlay		<u>9,995</u>	<u>42,762</u>	<u>472,000</u>	<u>408,197</u>	<u>949,600</u>
Total Expenditures and Other Financing Uses		<u>\$ 359,913</u>	<u>\$ 412,282</u>	<u>\$ 521,707</u>	<u>\$ 457,734</u>	<u>\$ 949,600</u>

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.



The 2011 annual required contribution has decreased due to the actuarial valuation completed in FY 2010.

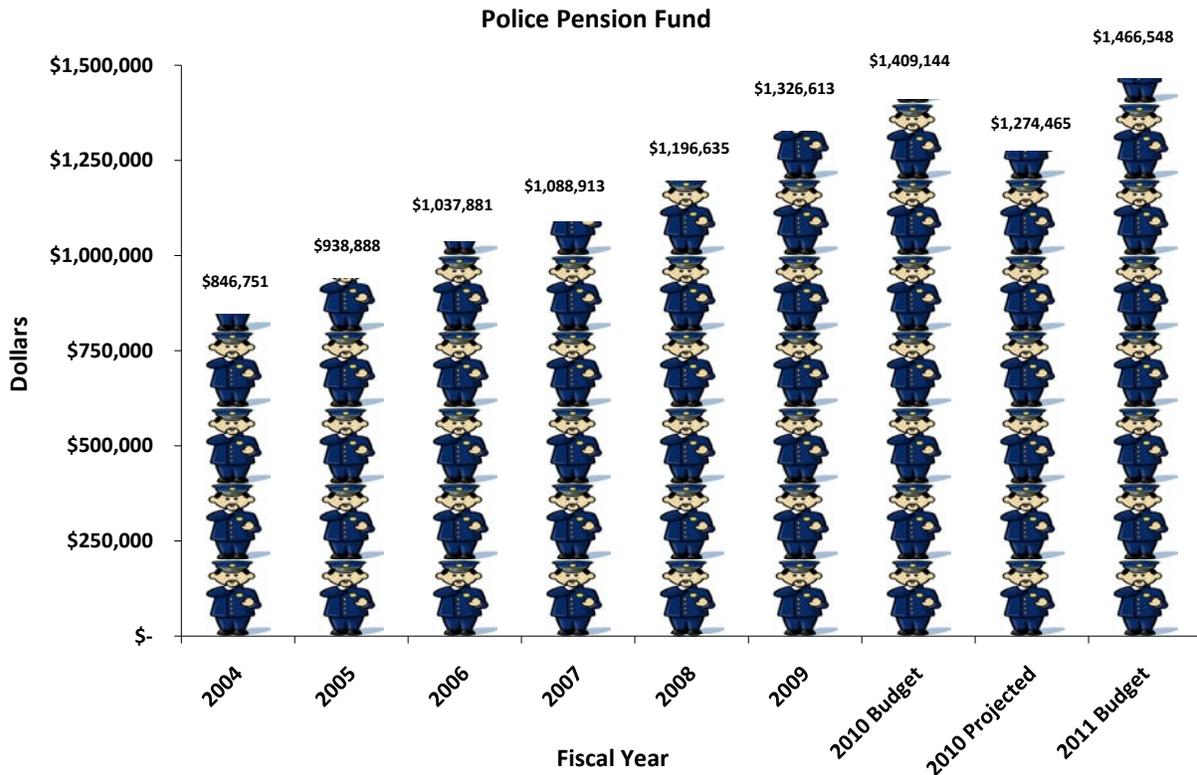
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 066 - Employee Benefits Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
368.00-00	Declared IPBC Dividend	\$ 935,931	\$ 516,490	\$ -	\$ -	\$ -
	Total Investment Income	<u>935,931</u>	<u>516,490</u>	<u>-</u>	<u>-</u>	<u>-</u>
399.00-00	Reappropriation	-	-	273,000	-	232,865
	Total Other	<u>-</u>	<u>-</u>	<u>273,000</u>	<u>-</u>	<u>232,865</u>
	Total Revenues and Other Financing Sources	<u><u>\$ 935,931</u></u>	<u><u>\$ 516,490</u></u>	<u><u>\$ 273,000</u></u>	<u><u>\$ -</u></u>	<u><u>\$ 232,865</u></u>
Expenditures and Other Financing Uses						
1-50	OPEB	\$ 268,600	\$ 266,200	\$ 273,000	\$ 248,901	\$ 232,865
	Total Personal Services	<u>268,600</u>	<u>266,200</u>	<u>273,000</u>	<u>248,901</u>	<u>232,865</u>
	Total Operating Expenditures	<u>268,600</u>	<u>266,200</u>	<u>273,000</u>	<u>248,901</u>	<u>232,865</u>
	Total Expenditures and Other Financing Uses	<u><u>\$ 268,600</u></u>	<u><u>\$ 266,200</u></u>	<u><u>\$ 273,000</u></u>	<u><u>\$ 248,901</u></u>	<u><u>\$ 232,865</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.



2004 - 2009: Actual Expenditures

Fiscal Year 2011 budgeted expenditures have increased due to anticipated additional retirements and expected annual pension increases.

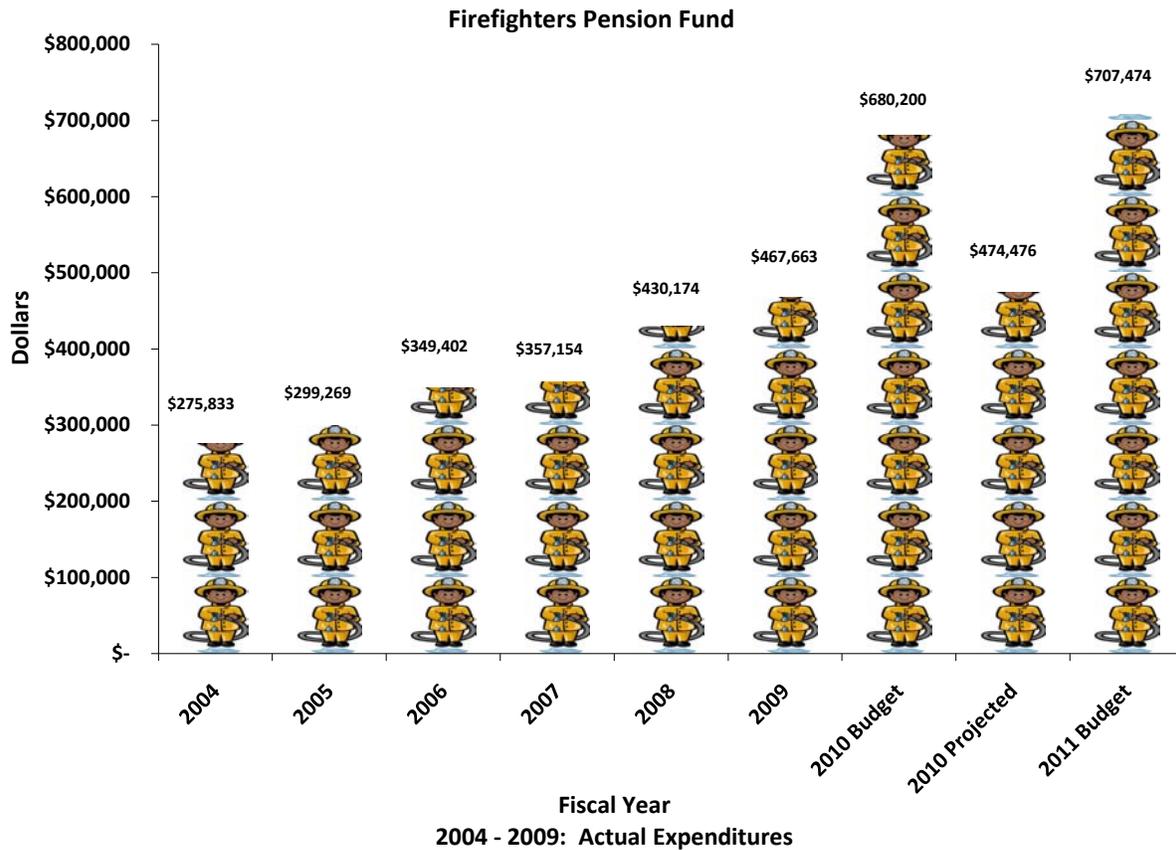
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 070 - Police Pension Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 592,686	\$ 543,907	\$ 260,060	\$ 450,000	\$ 500,000
362.00-00	Net Change in Fair Value	(38,944)	(2,421,380)	218,800	1,750,000	225,000
Total Investment Income		<u>553,742</u>	<u>(1,877,473)</u>	<u>478,860</u>	<u>2,200,000</u>	<u>725,000</u>
365.70-00	Police Pension Contributions	338,513	356,257	373,898	371,908	415,287
365.90-00	Transfer of IMRF Service	-	9,826	-	-	-
389.03-00	Miscellaneous	10,753	1,818	-	1,576	-
Total Miscellaneous		<u>349,266</u>	<u>367,901</u>	<u>373,898</u>	<u>373,484</u>	<u>415,287</u>
391.01-00	Employer Contribution/General Fund	892,877	987,365	1,047,722	1,047,722	1,302,480
Total Interfund Transfers		<u>892,877</u>	<u>987,365</u>	<u>1,047,722</u>	<u>1,047,722</u>	<u>1,302,480</u>
Total Revenues and Other Financing Sources		<u>\$ 1,795,885</u>	<u>\$ (522,207)</u>	<u>\$ 1,900,480</u>	<u>\$ 3,621,206</u>	<u>\$ 2,442,767</u>
Expenditures and Other Financing Uses						
1-03	Refunds	\$ 29,230	\$ 28,552	\$ 75,000	\$ -	\$ 75,000
1-43	Police Pension	1,107,839	1,179,099	1,266,594	1,219,638	1,320,848
1-69	Portability Transfer	-	56,340	-	-	-
Total Personal Services		<u>1,137,069</u>	<u>1,263,991</u>	<u>1,341,594</u>	<u>1,219,638</u>	<u>1,395,848</u>
2-13	Membership & Subscription	1,250	750	1,000	750	1,000
Total Commodities		<u>1,250</u>	<u>750</u>	<u>1,000</u>	<u>750</u>	<u>1,000</u>
3-61	Consulting Services	19,276	24,327	26,400	23,830	26,900
3-62	Legal Services	2,786	6,483	4,500	3,610	4,500
3-65	Medical Examinations	4,900	6,330	5,000	450	5,000
3-66	Investment Expense	31,354	24,732	30,000	24,000	30,000
3-71	Schools, Conf, Meetings	-	-	500	2,000	3,000
3-72	Transportation	-	-	100	100	250
3-99	Miscellaneous Expense	-	-	50	87	50
Total Contractual Services		<u>58,316</u>	<u>61,872</u>	<u>66,550</u>	<u>54,077</u>	<u>69,700</u>
Total Operating Expenditures		<u>1,196,635</u>	<u>1,326,613</u>	<u>1,409,144</u>	<u>1,274,465</u>	<u>1,466,548</u>
Total Expenditures and Other Financing Uses		<u>\$ 1,196,635</u>	<u>\$ 1,326,613</u>	<u>\$ 1,409,144</u>	<u>\$ 1,274,465</u>	<u>\$ 1,466,548</u>

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.



Fiscal Year 2011 budgeted expenditures have increased over 2010 due to additional anticipated retirements and expected annual pension increases.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Fund
 Fiscal Year Ending April 30, 2011

Fund 071 - Fire Pension Fund

Account	Description	2007-2008 Actual	2008-2009 Actual	2009-2010 Budget	2009-2010 Projected	2010-2011 Request
Revenues and Other Financing Sources						
361.00-00	Interest on Investments	\$ 304,285	\$ 287,076	\$ 127,388	\$ 250,000	\$ 275,000
362.00-00	Gain on Sale of Investments	(31,300)	(1,259,857)	118,028	900,000	190,000
Total Investment Income		<u>272,985</u>	<u>(972,781)</u>	<u>245,416</u>	<u>1,150,000</u>	<u>465,000</u>
365.71-00	Fire Pension Contributions	217,075	232,033	243,179	246,490	258,862
389.03-00	Miscellaneous Income	4,081	3,950	-	74	-
Total Miscellaneous		<u>221,156</u>	<u>235,983</u>	<u>243,179</u>	<u>246,564</u>	<u>258,862</u>
391.01-00	Employer Contribution/General Fund	374,835	471,152	574,010	574,010	698,763
Total Interfund Transfers		<u>374,835</u>	<u>471,152</u>	<u>574,010</u>	<u>574,010</u>	<u>698,763</u>
Total Revenues and Other Financing Sources		<u>\$ 868,976</u>	<u>\$ (265,646)</u>	<u>\$ 1,062,605</u>	<u>\$ 1,970,574</u>	<u>\$ 1,422,625</u>
Expenditures and Other Financing Uses						
1-03	Refunds	\$ -	\$ -	\$ 15,000	\$ -	\$ 15,000
1-43	Fire Pension	399,843	432,459	626,650	441,934	649,424
Total Personal Services		<u>399,843</u>	<u>432,459</u>	<u>641,650</u>	<u>441,934</u>	<u>664,424</u>
2-13	Membership & Subscription	-	750	-	750	750
Total Commodities		<u>-</u>	<u>750</u>	<u>-</u>	<u>750</u>	<u>750</u>
3-61	Consulting Services	14,132	17,897	19,800	18,004	20,300
3-62	Legal Services	3,951	4,505	5,000	1,500	5,000
3-65	Medical Examinations	-	104	500	-	500
3-66	Investment Expense	12,248	11,948	13,200	11,950	13,200
3-71	Schools, Conf, Meetings	-	-	-	338	3,000
3-72	Transportation	-	-	-	-	250
3-99	Miscellaneous Expense	-	-	50	-	50
Total Contractual Services		<u>30,331</u>	<u>34,454</u>	<u>38,550</u>	<u>31,792</u>	<u>42,300</u>
Total Expenditures and Other Financing Uses		<u>\$ 430,174</u>	<u>\$ 467,663</u>	<u>\$ 680,200</u>	<u>\$ 474,476</u>	<u>\$ 707,474</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 2011 through 2015

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 2011 budget by fund. **Tables II** and **III** display the Fiscal Year 2011 Capital Improvement Program by fund and category.

Fiscal Year 2011 capital improvements are incorporated into the annual budget. Capital budget appropriations lapse at the end of the fiscal year; however, they may be rebudgeted 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 2011 through 2015 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, like items for 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

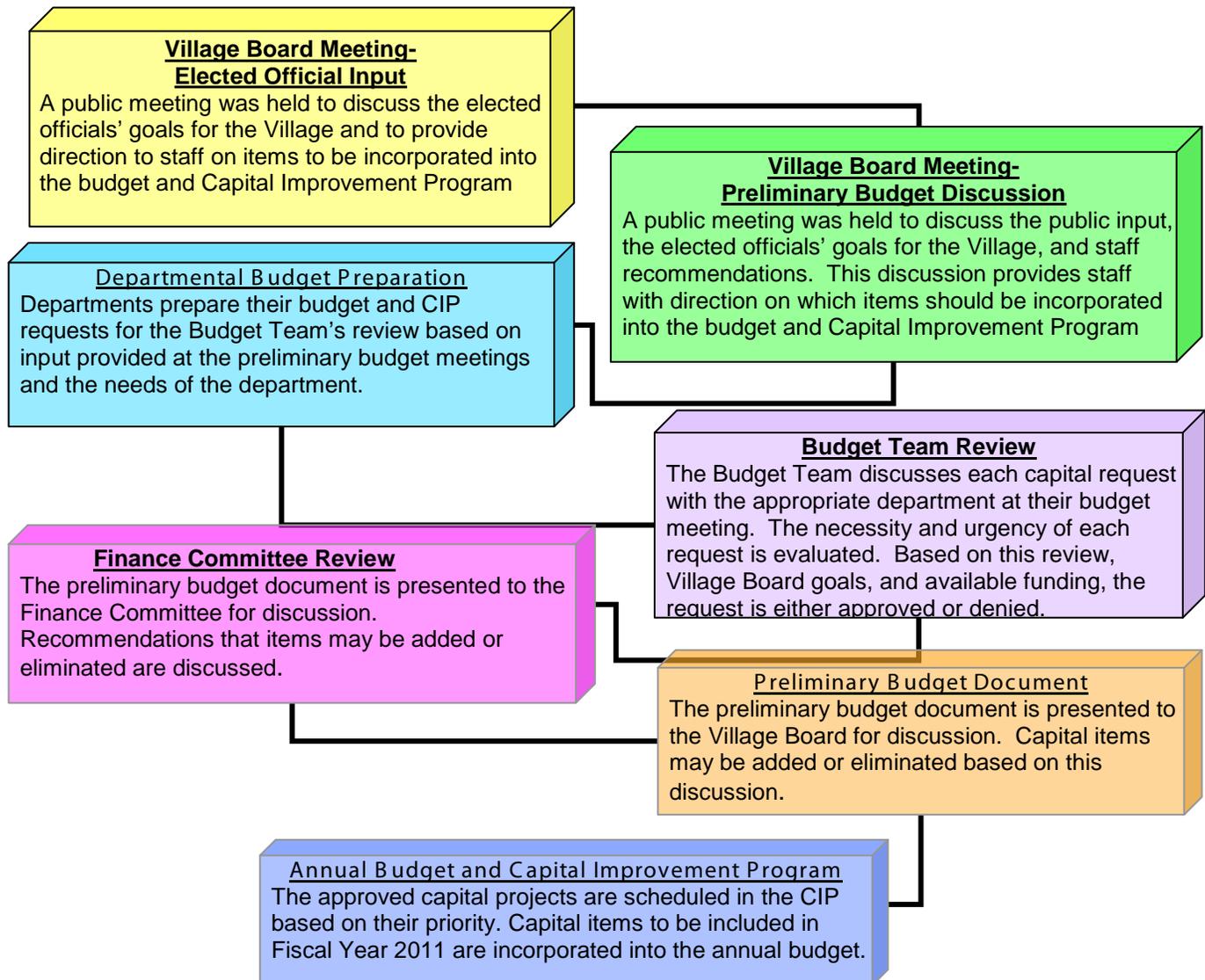


Exhibit 1

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 January. 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 Improvement Program **Summary by Fund** **Fiscal Year 2011 Budget**

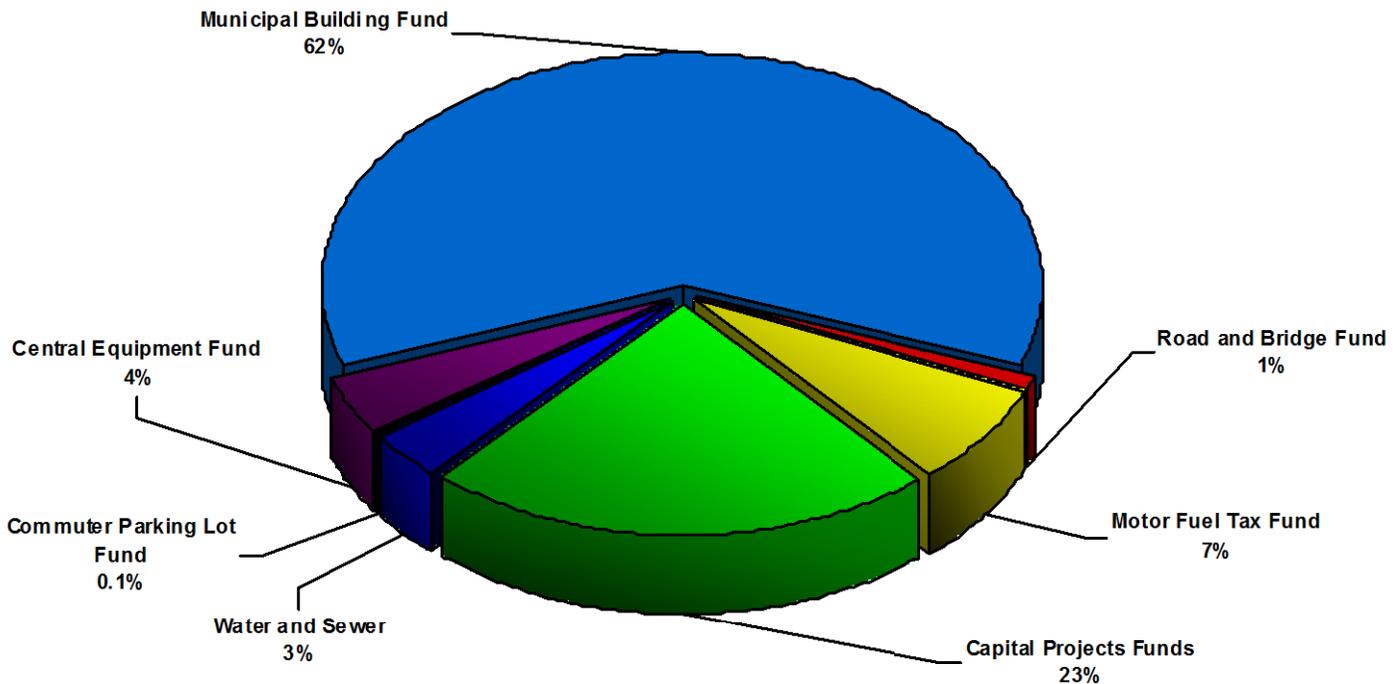


Exhibit 2

**Capital Improvement Program
Summary by Fund**

Fund	Projected	Budget	Planned			
	2010	2011	2012	2013	2014	2015
Road and Bridge Fund	\$ 164,100	\$ 210,000	\$ 525,000	\$ -	\$ 25,000	\$ 160,000
Motor Fuel Tax Fund	579,841	1,697,658	700,000	1,200,000	700,000	
Capital Projects Funds	454,483	5,453,005	2,142,500	770,500	419,000	154,000
Municipal Building Fund	475,000	14,455,000	339,300	-	-	-
Water and Sewer Fund	400,443	785,000	2,234,000	1,225,000	1,030,000	-
Commuter Parking Lot Fund	186,697	90,000	170,000	105,000	50,000	-
Central Equipment Fund	408,197	949,600	839,100	1,461,000	606,000	-
Total	\$ 2,668,761	\$ 23,640,263	\$ 6,949,900	\$ 4,761,500	\$ 2,830,000	\$ 314,000

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. In Fiscal Year 2011 funds are also provided by a reimbursement from a neighboring community for the construction of a bike path.

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.

016, 031, 032, 033 & 035 - Capital Projects Funds

Revenues are provided by transfers from the General, Water and Sewer, TIF, and SSA Funds. Revenues may also be provided by federal, state, and local grants. In Fiscal Year 2011, in addition to routine capital requests, a transfer is budgeted to the Municipal Building Fund

039 – Municipal Building Fund

Initial financing is provided by transfers from the General Fund. Additional financing will be from the issuance of general obligation bonds. This fund will be used to design and construct a new police facility. Architectural services for a new police building were included in the Fiscal Year 2010 Budget.

050 - Water and Sewer Enterprise Fund

Water and Sewer Fund revenues are provided by water and sewer sales revenues and penalties, tap-on fees, and water meter sales. Funds are used for improvements to, and capital equipment used in the operation of, the water and sewer system.

051 -Municipal Commuter Parking Lot Enterprise Fund

The Municipal Commuter Parking Lot Fund accounts for the provision of commuter parking services to the residents of the Village of Hanover Park and surrounding communities. Resources include permit and daily parking fees.

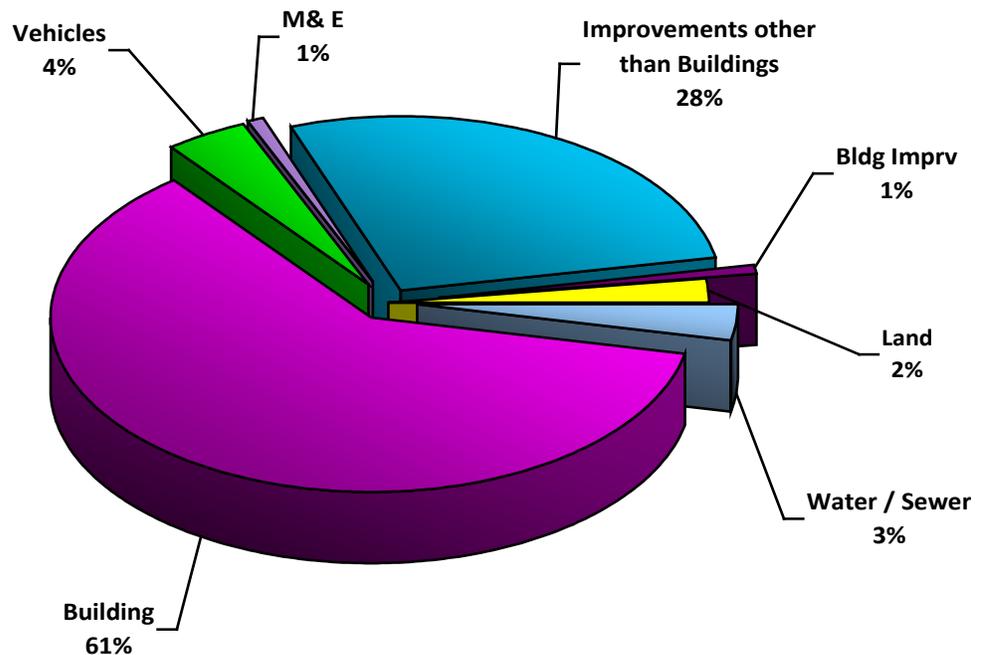
061 - Central Equipment Fund

Each department that utilizes vehicles contributes annually for their replacement via transfers to the Central Equipment Fund. The General Fund will not make its annual contribution to the Fund for fiscal year 2011 due to budget constraints. Normally, 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 2010-2011 Capital Improvement Program totals \$23,604,269 or 37% of the total annual budget of all funds of \$64,125,305. Following is a summary of capital items by category:

Capital Improvement Program
Summary by Category
Fiscal Year 2011 Budget



Capital Improvement Program
Summary by Category

<u>Category</u>	<u>2011 Budget</u>
Municipal Building	\$14,455,000
Buildings Improvements	190,000
Improvements other than Buildings	6,507,658
Machinery and Equipment	253,005
Vehicles	949,600
Water and Sewer Improvements	<u>785,000</u>
Total	<u>\$23,604,263</u>

Buildings

The Buildings category includes capital expenditures for the construction and renovation of public facilities. In Fiscal Year 2011 \$14,455,000 is budgeted for the construction of a new police facility and \$190,000 is budgeted for improvements including the replacement of the public works facility fleet service air handling system and the Fire Station #1 overhead door lifts.

Municipal Building Fund

This fund was created to account for the revenues and expenditures associated with municipal building improvements including the construction of a new Police facility. A budget allocation of \$14,455,000 is included in the current year's budget. Total project cost is estimated to be \$19,082,500 and will include building construction, architect and engineering fees, soil surveys, furniture , fixtures and equipment, AV/Tele/security and miscellaneous. The timeline for the project is estimated to be eighteen months. In Fiscal Year 2008, \$800,000 was transferred from the General Fund to finance the initial costs of the project. An additional \$200,000 was transferred in Fiscal Year 2009. It is anticipated that General Obligation Bond financing will be used to finance a substantial portion of the project.

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 2011, it is anticipated that 15 streets will be resurfaced at a cost of \$600,000. This work will begin in May and will consist of 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.

The Lake Street Reconstruction Project was substantially completed during Fiscal Year 2006. Lake Street is the busiest State roadway in the Village. This project included roadway widening, sidewalk replacement, decorative lighting, median planters, utility burial, landscaping, a bike path, pavers, and irrigation supply lines. This improvement greatly enhanced the appearance of Lake Street and the efficiency of traffic flow and safety in all directions at the intersection of Lake Street and Barrington Road. The final payment to the State of Illinois is included in the Fiscal Year 2011 budget in the Road and Bridge (\$160,000) and Motor Fuel Tax (\$512,435) Funds, these amounts were carried forward from the prior year's budget. The \$22 million plus project was financed by Federal, State, and Village Funds.

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 2011 through 2015. 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, creek bank repairs, the construction of a bike path, drainage and commuter parking lot improvements, including new meters 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 Road and Bridge Fund also provides for the construction of a bike path from Ranger Park to Atcher Park in Schaumburg. This project is financed by local revenues, federal grant revenues (70%), and a reimbursement from the Village of Schaumburg. 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.

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, trucks, and ambulances. In Fiscal Year 2011, \$253,005 is budgeted for Machinery and Equipment and \$949,600 is budgeted for vehicle replacements.

These vehicle and equipment purchases will support the Village Board goals to *Maintain and Enhance Public Safety, Maintain and Enhance Village Infrastructure, and/or to Enhance the Village Appearance as a Quality Community*. 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 2011 budgeted equipment purchases is included in Table I. Summary listings of all Fiscal Year 2011 budgeted Machinery and Equipment and Vehicles by fund and category are included in Tables II and III. Programmed equipment purchases from 2011 through 2015 are itemized in Tables IV and V by fund and category.

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 \$785,000 is included in the Fiscal Year 2011 budget for water and sewer improvements. This allocation includes \$420,000 for an expanded water main replacement program which is \$80,000 less than Fiscal Year 2010 and sewer improvements of \$500,000. 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 2011, 2,467 feet of water mains are scheduled to be replaced. A minimal reduction in the future operating budgets is expected as a result of these improvements due to reduced overtime expense associated with repairing water main breaks in these areas.

The Sanitary Sewer Backup Prevention Program is included in the Fiscal Year 2011 budget is \$5,000 less than the amount budgeted for Fiscal Year 2010 which was at a larger amount than in prior years. Severe storms during 2008 have increased demand for participation in the program. With this program, the installation of overhead sewer systems in private homes is partially funded by the Village. Sewer rehabilitation in the amount of \$80,000 is also included in the Fiscal Year 2011 budget.

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 2011 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; however, a policy decision was made for the current year to suspend department contributions to the vehicle replacement. The fund has adequate reserves to sustain itself without contributions for the current year. Normally, 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.

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 \$20,000 to \$25,000 transfer is budgeted annually for future furniture replacements. A portion of the fund balance in the General Capital Projects Fund is designated for these reserves.

Conclusion

The Capital Improvement Program is a multiyear 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 Ron Moser, Village Manager, Howard Killian, Public Works Director, Tom Dahl, 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,



Lafayette Linear, CPA
Director of Finance
April 7, 2010

Table I
Village of Hanover Park
2011 Capital Improvement Program - Detail by Fund

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2011 Budget. The table displays the project description, the amount included in the 2011 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 2011 Capital Improvement Program.

010 ROAD AND BRIDGE FUND
\$210,000



Description	2011 Budget	Cost Control Center	Account
Lake Street Streetscape – Final Cost	\$160,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This consists of the final 5% of the Triangle Park grading & the final 5% plus contingency for the streetscape items such as median planters and pavers. This will be paid to IDOT after the final accounting is completed for the Lake Street widening & reconstruction project.		None	None

Description	2011 Budget	Cost Control Center	Account
NGPL Bike Path Construction	\$50,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This represents the Village portion (20%) of the NGPL Bike Path Construction from Ranger Park to Atcher Park in Schaumburg. A construction contract has been awarded by IDOT who will invoice the Village for our share and assumes the invoicing will occur after 4/30/10. There will be offsetting revenue from the Village of Schaumburg in the amount of \$7,955.		Unknown, but not significant.	Bike path maintenance

011 MOTOR FUEL TAX FUND

\$1,697,658



Description	2011 Budget	Cost Control Center	Account
Lake Street Signals, Lighting, & Sidewalk	\$512,435		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This consists of the final 5% payout to IDOT for the following items related to the Lake Street project: Traffic signals, Lake Street lighting, new sidewalk, & street light contingency. (carry forward from prior yr)		None	None

Description	2011 Budget	Cost Control Center	Account
Street Resurfacing Program	\$600,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The annual resurfacing of various Village streets. It is anticipated approximately 15 streets will be resurfaced.		None	None

Description	2011 Budget	Cost Control Center	Account
Astor Avenue Reconstruction	\$550,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Total reconstruction of Astor Ave. from Narcissus to Briarwood		None	None

Description	2011 Budget	Cost Control Center	Account
Rt. 19 Signals/Streetlights	\$35,223		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This consist of the final 20% payout to IDOT for the Irving Park Rd, Traffic Signal Modernization and Streetlight Installation project per the joint agreement dated 7-16-09		None	None

016, 031, 032, 033 & 035 CAPITAL PROJECTS

\$5,453,005



Description	2011 Budget	Cost Control Center	Account
Computer Hardware and Software Request	\$158,880	0470	13-31
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This item includes all approved Form #4 computer requests for computer hardware and software.		None	None

Description	2011 Budget	Cost Control Center	Account
LIFEPAK 15 Biphasic Defibrillator	\$26,632	0720	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The LP-15 has the ability to monitor 12 lead cardiac rhythms, provide cardiac pacing, and monitor blood pressures and expiratory gases on incubated patients. This is a replacement for an older model.		None	None

Description	2011 Budget	Cost Control Center	Account
LIFEPAK 1000 Biphasic AED (13)	\$30,693	0720	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The new AEDs will replace older monophasic units that are no longer able to be serviced and certified. These new AEDs will be Biphasic and deliver an electrical impulse that will be more efficient in restoration of electrical heart activity.		None	None

Description	2011 Budget	Cost Control Center	Account
Office Furniture Replacement Program	\$20,000	0550	13-32
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Continuation of a comprehensive office furniture replacement program to upgrade existing desks, chairs and workstations. All purchases to be made in accordance with the amended Office Furniture Standardization Policy.		None	None

Description	2011 Budget	Cost Control Center	Account
Fire Station #1- Overhead Door Lifts	\$15,000	0640	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Safety controls can malfunction and cause vehicle and door accidents. Replacement operators have better solid state safety board control system rather than relays.		None	None

Description	2011 Budget	Cost Control Center	Account
County Farm Road Bus Study	\$150,000	0410	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has received a grant to study the need for a bus route along County Farm Road. The grant will reimburse the Village 80% of the amount expended.		\$24,000	If the Bus Route is approved the Village will reimburse PACE a monthly amount.

Description	2011 Budget	Cost Control Center	Account
Depressed Driveway Reconstruction	\$115,000	0660	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This will fund 25 depressed driveways in the Highlands and Longmeadow South subdivisions and will entail raising the public sidewalk to provide greater protection from flooding due to street overtopping. Resident cost of participation of \$1,500 per driveway will provide an offsetting revenue source in the amount of \$37,500.		None	None

Description	2011 Budget	Cost Control Center	Account
Parkway Tree Renewal Program (42)	\$10,000	0630	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Parkway tree plantings for trees lost to storms, disease, Emerald Ash Borer, etc. These trees will be planted in areas that are predominantly Ash in the parkways.		None	None

Description	2011Budget	Cost Control Center	Account
Protective Vests (28)	\$16,800	0820	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Per the contract with the police union (MAP), the Village will reimburse the police officers a sum of \$600 for the purchase of a protective vest to wear when on duty. Five years ago, there was a manufacturer recall on a major vest vendor. As a result, a large number of vests were purchased at one time.		None	None

Description	2011Budget	Cost Control Center	Account
Fleet Service Air Handling Replacement	\$175,000	0640	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Fleet Services make up air, exhaust fan and air conditioning is 26 years old. The equipment is no longer functioning properly and is not providing the proper air quality and flow to maintain a safe work environment. The new system would be three separate units connected to the Building Management direct digital control system.		Positive	The new air handling equipment should save money due to greater efficiency.

Description	2011 Budget	Cost Control Center	Account
Berkshire Storm Sewer	\$20,000	0660	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The installation of approximately 200' of 8" storm sewer to alleviate a drainage and icing problem at 7935 Berkshire		None	None

Description	2011 Budget	Cost Control Center	Account
Completion of Zoning Code Update	\$40,000	0920	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is the expected amount to complete the update to the zoning code for the Village. Teska is currently updating the Comprehensive Plan and is compiling some data relative to the zoning code.		None	None

Description	2011Budget	Cost Control Center	Account
County Farm Road Arterial Fences	\$50,000	0660	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
8 ft. cedar fence on the east side of County Farm Road south of Arlington Drive.		Minor	Increase in annual fence replacement contribution.

Description	2011 Budget	Cost Control Center	Account
Hanover Square Parking Lot Rehab.	\$580,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The parking lot rehab and dumpster enclosure construction to funded through SSA #6.		None	None

Description	2011 Budget	Cost Control Center	Account
TIF #2 Improvements	\$2,075,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Various Public improvements in the Tax incremental financing district at Westview Center, including street resurfacing, utility line burial, sidewalk removal and replacement and upgrades to the sanitary sewer lift station.		None	None

Description	2011 Budget	Cost Control Center	Account
TIF #2 Land Acquisition & Improvements	\$500,000		13-11
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Various Public land purchases and improvements.		None	None

Description	2011 Budget	Cost Control Center	Account
SSA # 5	\$250,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This constitutes the fifth year of the multi-year plan and will provide pavement rehabilitation for the following private streets: Pebble Beach Dr., Pebble Beach Ct., Santa Barbara and Court Leona.		None	None

Description	2011 Budget	Cost Control Center	Account
Police Residency Program	\$20,000	0410	13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Police Residency Program is a plan to increase the number of Police officers living within the Village. Either Hanover Park Police or outside agencies can apply for assistance in purchasing a foreclosed home within the Village.		None	None

Description	2011 Budget	Cost Control Center	Account
Salt Storage Building Relocation	\$600,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To facilitate the construction of the new police facility, the old salt dome will be demolished and a new one will be built at a different location on Village grounds.		None	None

039 Municipal Building Fund

\$14,455,000

Description	2011 Budget	Cost Control Center	Account
Police Station Construction	\$14,455,000	0000	13-21
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Includes portions of architect fees, Manager/Construction Fees, Construction, and Demolition of an old Building.		Unknown	The new building will cause an increase in building maintenance costs which can include personnel costs, commodities and contractual cleaning. These costs are unknown at this time.



050 WATER AND SEWER FUND

\$785,000

Description	2011 Budget	Cost Control Center	Account
Water Security Improvements	\$30,000	5020	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Security improvements to various water facilities including check valves on overflow pipe for ground storage tanks, ladder guards and vault improvements including locking hatches.		None	None

Description	2011 Budget	Cost Control Center	Account
Water Main Replacement	\$420,000	5030	13-72
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of water main due to severe deterioration & numerous water main breaks on these lines.		Positive	May reduce overtime costs associated with water main breaks.

Description	2011 Budget	Cost Control Center	Account
Digester Steel Wall Recoating	\$180,000	5050	13-61
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Recoat of existing digester tank walls. Will include sand blasting and haul away of sand material, and reapplication of protective coating to steel walls. Last application of coating in 1997.		None	None

Description	2011 Budget	Cost Control Center	Account
Sewer Rehabilitation-Cook County	\$80,000	5060	13-62
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Reline sanitary sewers that have multi-cracked pipes, holes in pipe, separated joints, & heavy root infestation through joints.		None	None

Description	2011 Budget	Cost Control Center	Account
Sanitary Sewer Backup Prevention Program	\$75,000	5060	13-62
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To share the cost of providing overhead sewers to private property owners to alleviate sanitary sewer flooding. This is a 75/25 Program and the Village provides up to \$5,000 to residents.		None	None

051 COMMUTER PARKING LOT FUND
\$90,000

Description	2011 Budget	Cost Control Center	Account
Parking Meter Box Replacement	\$90,000		13-22
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Existing fare collection boxes are 9 years old and in need of replacement. Additionally, new machines will be able to collect cash and credit card payments.		Positive	The replacement of the daily fee boxes should increase efficiency and save on maintenance costs.

061 CENTRAL EQUIPMENT FUND

\$949,600



Description	2011 Budget	Cost Control Center	Account
Collision Barrier	\$20,000	0620	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Public Works needs this equipment due to the increased work performed in major right-of-ways. This unit would be a trailer that could follow moving repairs or be setup at a temporary location.		None	None

Description	2011 Budget	Cost Control Center	Account
Police Squad Cars	\$157,000	0820	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
These squads would replace five Ford Crown Victoria squads. Due to their age and condition, these squads are no longer dependable for regular usage.		None	None

Description	2011 Budget	Cost Control Center	Account
Compact Sedan	\$25,000	0930	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To replace 10 year old unit with high mileage.		Positive	Possible reduced fuel costs.

Description	2011 Budget	Cost Control Center	Account
Arrow/Message Board	\$15,000	0620	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is needed to improve the safety associated with road and median work. The increased speed and traffic volume, combined with our increasing work in right-of-ways, creates a safety issue.		None	None

Description	2011 Budget	Cost Control Center	Account
Gator Carryall (2)	\$17,000	0630, 5050	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Small all-terrain vehicle for maintenance of the Village complex and Commuter Lot, and one for work at our Sewage Treatment Plant. These electric powered units would decrease our fuel usage		Positive	Reduction of fuel costs.

Description	2011 Budget	Cost Control Center	Account
Prisoner Transport Van	\$65,000	0820	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is utilized in an effort to reduce overtime as well as maintain a maximum level of officers patrolling the streets during the time when prisoners are being transported.		Positive	Police officers spend a significant amount of time transporting prisoners to either County Jail. The Van would provide room for multiple prisoners and have room to separate male and female prisoners.

Description	2011 Budget	Cost Control Center	Account
Ambulance	\$165,000	0720	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village's vehicle replacement plan estimates replacing ambulances on a 9 year cycle. This includes 6 years front line service and 3 years reserve. This is the maximum reasonable service life we can expect from these units.		None	None

Description	2011 Budget	Cost Control Center	Account
Compact Pickup	\$20,500	5040	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
These light duty pickups are subject to heavy use and high mileage. They are the primary vehicles for Wells and Water Meters		None	None

Description	2011 Budget	Cost Control Center	Account
1 ton Dump	\$54,000	5060	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This heavy duty 1-ton is equipped with a plow and salt spreader. It is utilized by the Water/Sewer and Forestry Divisions for hauling dirt and spoil, and winter snow and ice control at main breaks and the Commuter Lot.		None	None

Description	2011 Budget	Cost Control Center	Account
Compact Van	\$29,000	0830	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit was 11 years old and scheduled for replacement when it was totaled in an accident. The Police utilize this unit to transport people and evidence to court.		None	None

Description	2011 Budget	Cost Control Center	Account
Compact Van	\$31,000	0640	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is 10 yrs old and used by the Public Buildings Department to drive between all public buildings. With the addition of the new Police Station, a more reliable vehicle is needed.		None	None

Description	2011 Budget	Cost Control Center	Account
Mid- sized Sedan	\$24,600	0830	13-41
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Mid-sized sedan for Police Investigation Division. The unit being used is 9 yrs old and dependability is decreasing.		None	None

Description	2011 Budget	Cost Control Center	Account
Elgin Street Sweeper	\$175,000	0620	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is to replace our current Elgin sweeper which is 12 years old with decreasing dependability. This unit is critical to our fall leaf pickup program		Positive	A decrease in maintenance costs and increased efficiency.

Description	2011 Budget	Cost Control Center	Account
Backhoe/ Loader	\$107,000	5030	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This backhoe is 17 years old and due for replacement. The unit was under sized when purchased. We are currently using this unit at the Anne Fox grate for DuPage River debris control		Positive	A decrease in maintenance costs and increased efficiency.

Description	2011 Budget	Cost Control Center	Account
3/4 Ton Pickup	\$36,000	0620	13-42
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This pickup is 7 years old and a main unit for Street Department operations. This unit is needed to replace an extra pickup used by Forestry which is in very bad condition.		None	None

Description	2011 Budget	Cost Control Center	Account
Utility /Safety Equipment Trailer	\$8,500	5060	13-43
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This utility trailer is used for safety equipment needed for safe excavation and sewer work has increased.		None	None

Table II
Village Of Hanover Park
2011 Capital Improvement Program by Fund

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
010		13-22	Lake Street Streetscape	\$160,000
		13-22	NGPL Bike Path Construction	\$50,000
				\$210,000
				0.89%
011		13-22	Astor Avenue Street Reconstruction	\$550,000
		13-22	Lake Street Signals, Lighting & Sidewalks	\$512,435
		13-22	Rt. 19 Signals/Streetlights	\$35,223
		13-22	Street Resurfacing Program	\$600,000
				\$1,697,658
				7.18%
016		13-22	SSA- Hanover Park Square Parking Lot Rehab	\$580,000
				\$580,000
				2.45%
031		0410 13-22	County Farm Road Bus Study, Grant to Reimb 80%	\$150,000
		0410 13-22	Police Residency Program	\$20,000
		0470 13-31	Computer Hardware/Software - Form #6	\$158,880
		0550 13-32	Office Furniture Replacement Program	\$20,000
		0620 13-22	Salt Storage Building Relocation	\$600,000
		0630 13-22	Parkway Tree Renewal Program	\$10,000
		0640 13-21	Fire Station #1- Overhead Door Lifts	\$15,000
		0640 13-21	Fleet Services Air Handling Replacement	\$175,000
		0660 13-22	Berkshire Storm Sewer	\$20,000
		0660 13-22	Depressed Driveway Reconstruction	\$115,000
		0660 13-22	Schick/County Farm Roads Arterial Fence	\$50,000
		0720 13-43	LIFEPAK 1000 Biphasic AED (13)	\$30,693
		0720 13-43	LIFEPAK 15 Biphasic Defibrillator	\$26,632
		0820 13-43	Protective Vests (28)	\$16,800
		0920 13-22	Unified Comprehensive Plan & Zoning Code	\$40,000

Table II
Village Of Hanover Park
2011 Capital Improvement Program by Fund

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
				\$1,448,005
				6.13%
032				
		13-11	TIF 2 Land Acquisitions and Improvements	\$500,000
		13-22	Various TIF 2 Improvements	\$2,075,000
				\$2,575,000
				10.89%
033				
		13-22	TIF #3 Improvements	\$600,000
				\$600,000
				2.54%
035				
		13-22	SSA 5 Street Rehabilitation, Pebble, Santa Barbara, Leona	\$250,000
				\$250,000
				1.06%
039				
		13-21	New Police Building	\$14,455,000
				\$14,455,000
				61.15%
050				
	5020	13-43	Water Vulnerability Security Improvements	\$30,000
	5030	13-72	Water Main Replacement	\$420,000
	5050	13-61	Digester Steel Wall Recoating	\$180,000
	5060	13-62	Sanitary Sewer Backup Prevention Program	\$75,000
	5060	13-62	Sewer Rehabilitation - Cook County	\$80,000
				\$785,000
				3.32%
051				
		13-22	New Parking Meters (6)	\$90,000
				\$90,000
				0.38%

Table II
Village Of Hanover Park
2011 Capital Improvement Program by Fund

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
061				
	0620	13-42	3/4 Ton Pickup Truck (Replace #6)	\$36,000
	0620	13-43	Arrow/Message Board (New #631)	\$15,000
	0620	13-43	Collision Barrier (New #441)	\$20,000
	0620	13-43	Street Sweeper (Replace #426)	\$175,000
	0630	13-43	Gator Carry-All (New #528)	\$8,500
	0640	13-41	Compact Van (Replace #96)	\$31,000
	0720	13-42	Ambulance (Replace #383)	\$165,000
	0820	13-41	Police Squad (Replace #161)	\$32,000
	0820	13-41	Police Squad (Replace #162)	\$32,000
	0820	13-41	Police Squad (Replace #164)	\$31,000
	0820	13-41	Police Squad (Replace #173)	\$31,000
	0820	13-41	Police Squad (Replace #174)	\$31,000
	0820	13-42	Prisoner Transport Van (New #177)	\$65,000
	0830	13-41	Compact Van (Replace #187)	\$29,000
	0830	13-41	Mid-Size Sedan (Replace #178)	\$24,600
	0930	13-41	Compact Sedan (Replace #202)	\$25,000
	5030	13-43	Backhoe/Loader (Replace #514)	\$107,000
	5040	13-42	Compact Pickup Truck (Replace #124)	\$20,500
	5050	13-43	Gator Carry-All (New #486)	\$8,500
	5060	13-42	1 Ton Dump (Replace #150)	\$54,000
	5060	13-43	Utility Trailer (Replace #659)	\$8,500
				\$949,600
				4.02%
			Grand Total:	\$23,640,263

Table III
Village Of Hanover Park
2011 Capital Improvement Program by Category

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
Land				
032		13-11	TIF 2 Land Acquisitions and Improvements	\$500,000
				\$500,000
				2.12%
Buildings				
031	0640	13-21	Fire Station #1- Overhead Door Lifts	\$15,000
031	0640	13-21	Fleet Services Air Handling Replacement	\$175,000
039		13-21	New Police Building	\$14,455,000
				\$14,645,000
				61.95%
Improvements Other than Buildings				
010		13-22	Lake Street Streetscape	\$160,000
010		13-22	NGPL Bike Path Construction	\$50,000
011		13-22	Astor Avenue Street Reconstruction	\$550,000
011		13-22	Lake Street Signals, Lighting & Sidewalks	\$512,435
011		13-22	Rt. 19 Signals/Streetlights	\$35,223
011		13-22	Street Resurfacing Program	\$600,000
016		13-22	SSA- Hanover Park Square Parking Lot Rehab	\$580,000
031	0410	13-22	County Farm Road Bus Study, Grant to Reimb 80%	\$150,000
031	0410	13-22	Police Residency Program	\$20,000
031	0620	13-22	Salt Storage Building Relocation	\$600,000
031	0630	13-22	Parkway Tree Renewal Program	\$10,000
031	0660	13-22	Berkshire Storm Sewer	\$20,000
031	0660	13-22	Depressed Driveway Reconstruction	\$115,000
031	0660	13-22	Schick/County Farm Roads Arterial Fence	\$50,000
031	0920	13-22	Unified Comprehensive Plan & Zoning Code	\$40,000
032		13-22	Various TIF 2 Improvements	\$2,075,000
033		13-22	TIF #3 Improvements	\$600,000
035		13-22	SSA 5 Street Rehabilitation, Pebble, Santa Barbara, Leona	\$250,000
051		13-22	New Parking Meters (6)	\$90,000

Table III
Village Of Hanover Park
2011 Capital Improvement Program by Category

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
				\$6,507,658
				27.53%
Machinery & Equipment				
031	0470	13-31	Computer Hardware/Software - Form #6	\$158,880
031	0550	13-32	Office Furniture Replacement Program	\$20,000
031	0720	13-43	LIFEPAK 1000 Biphasic AED (13)	\$30,693
031	0720	13-43	LIFEPAK 15 Biphasic Defibrillator	\$26,632
031	0820	13-43	Protective Vests (28)	\$16,800
				\$253,005
				1.07%
Vehicles				
061	0620	13-42	3/4 Ton Pickup Truck (Replace #6)	\$36,000
061	0620	13-43	Arrow/Message Board (New #631)	\$15,000
061	0620	13-43	Collision Barrier (New #441)	\$20,000
061	0620	13-43	Street Sweeper (Replace #426)	\$175,000
061	0630	13-43	Gator Carry-All (New #528)	\$8,500
061	0640	13-41	Compact Van (Replace #96)	\$31,000
061	0720	13-42	Ambulance (Replace #383)	\$165,000
061	0820	13-41	Police Squad (Replace #161)	\$32,000
061	0820	13-41	Police Squad (Replace #162)	\$32,000
061	0820	13-41	Police Squad (Replace #164)	\$31,000
061	0820	13-41	Police Squad (Replace #173)	\$31,000
061	0820	13-41	Police Squad (Replace #174)	\$31,000
061	0820	13-42	Prisoner Transport Van (New #177)	\$65,000
061	0830	13-41	Compact Van (Replace #187)	\$29,000
061	0830	13-41	Mid-Size Sedan (Replace #178)	\$24,600
061	0930	13-41	Compact Sedan (Replace #202)	\$25,000
061	5030	13-43	Backhoe/Loader (Replace #514)	\$107,000
061	5040	13-42	Compact Pickup Truck (Replace #124)	\$20,500
061	5050	13-43	Gator Carry-All (New #486)	\$8,500
061	5060	13-42	1 Ton Dump (Replace #150)	\$54,000
061	5060	13-43	Utility Trailer (Replace #659)	\$8,500

Table III
Village Of Hanover Park
2011 Capital Improvement Program by Category

23-Apr-10

Fund	CCC	Account	Description	FY '11 Cost
				\$949,600
				4.02%
Water and Sewer Improvements				
050	5020	13-43	Water Vulnerability Security Improvements	\$30,000
050	5030	13-72	Water Main Replacement	\$420,000
050	5050	13-61	Digester Steel Wall Recoating	\$180,000
050	5060	13-62	Sanitary Sewer Backup Prevention Program	\$75,000
050	5060	13-62	Sewer Rehabilitation - Cook County	\$80,000
				\$785,000
				3.32%
Grand Total :				\$23,640,263

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 Count**
- 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**

	<u>FY2002</u>	<u>FY2003</u>	<u>FY2004</u>	<u>FY2005</u>	<u>FY2006</u>	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>
Police	67.75	68.75	68.75	68.75	70.75	72.75	73.75	76.75	76.50	85.65
Fire	27.00	27.00	27.00	30.00	30.00	33.00	36.00	36.00	36.00	36.00
Public Works	41.25	41.25	41.25	40.25	40.25	40.25	40.25	40.25	39.35	36.65
Community Development	10.00	10.00	10.00	9.18	9.18	9.18	9.18	9.18	8.18	8.00
Finance	7.30	7.30	7.10	6.10	6.10	6.10	6.10	6.10	6.10	6.07
Information Technology	0.00	0.00	0.00	0.00	0.00	0.00	1.95	1.95	1.95	1.95
Water & Sewer	12.17	12.17	11.87	10.69	10.69	10.69	11.94	11.94	11.39	11.42
Commuter Lot	3.00	3.00	3.00	3.00	3.00	3.00	3.00	3.00	2.90	2.40
Other (Administration, Engineering, etc.)	<u>12.53</u>	<u>12.53</u>	<u>13.03</u>	<u>12.03</u>	<u>12.03</u>	<u>12.03</u>	<u>10.83</u>	<u>10.83</u>	<u>10.63</u>	<u>7.86</u>
TOTAL FULL-TIME:	181.00	182.00	182.00	180.00	182.00	187.00	193.00	196.00	193.00	196.00
Added (Full-time Positions):	1	1	1	4	2	5	8	4	4	4
Deleted (Full-time Positions):	0	0	1	6	0	0	2	1	7	1
2002		2003	2004	2005	2006	2007	2008	2009	2010	2011
+F.T. Automotive Mechanic		+F.T. Code Enf. Supervisor	+F.T. Admin. Secretary (Finance Dept.)	+F.T. Admin. Secretary (Finance Dept.)	+F.T. Village Services Rep.	+F.T. (3) FF/Paramedics	+F.T. (3) FF/Paramedics	+F.T. (2) Police Officers	+F.T. (1) IT Manager	+F.T. (4) Police Officers
						-F.T. Human Resource Asst.	-F.T. CSO Code Enforcement	-F.T. (2) CSO Code Enforcement	-F.T. (1) Building Maintenance Worker II	-F.T. (1) Forestry Supervisor
						-F.T. Asst. Dir. Comm. Dev.	-F.T. (1) Village Collector	-F.T. (1) Village Collector	-F.T. (1) Plumbing Inspector	
						+F.T. Senior Planner	-F.T. (1) CSO Code Enforcement	-F.T. (1) CSO Code Enforcement	-F.T. (1) Administrative Assistant (Legal)	
						-F.T. Maintenance Worker (Streets Division)	+F.T. (1) Maintenance Worker	+F.T. (1) Maintenance Worker	-F.T. (1) Assistant Village Manager	
						-F.T. Maintenance Worker (Water & Sewer Division)	-F.T. (1) Equipment Operator	-F.T. (1) Equipment Operator	-F.T. (1) Village Attorney	
						-F.T. Admin. Secretary (Comm. Dev. Dept.)	+F.T. (1) Water Billing Service Representative	+F.T. (1) Water Billing Service Representative	-F.T. (1) Executive Coordinator	
						-F.T. Village Services Rep.			+F.T. (1) Village Collector	
									+F.T. (3) Police Officers	

DEPARTMENT	FY 08/09	FY 09/10	FY 10/11
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VILLAGE CLERK

Deputy Village Clerk	1	1	1
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Total full-time employees	1	1	1
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VILLAGE COLLECTOR

Village Collector	0	1	1
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Total full-time employees	0	1	1
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VILLAGE ADMINISTRATION

Village Manager	1	1	1
Assistant Village Manager	1	0	0
Executive Coordinator to the Village Manager	1	0	0
Administrative Secretary	1	1	1

Total full-time employees	4	2	2
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LEGAL DEPARTMENT

Village Attorney	1	0	0
Administrative Secretary	1	0	0

Total full-time employees	2	0	0
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HUMAN RESOURCE DEPARTMENT

Human Resources Director	1	1	1
Payroll & Benefits Specialist	1	1	1
Human Resources Generalist	1	1	1

Total full-time employees	3	3	3
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INFORMATION TECHNOLOGY DEPARTMENT

Chief Information Officer	1	1	1
Application Systems Analyst	0	1	1
Network Systems Administrator	1	0	0
Senior Information Technology Technician	0	1	1
Information Technology Manager	1	0	0

Total full-time employees	3	3	3
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FINANCE DEPARTMENT

Finance Director	1	1	1
Assistant Finance Director	1	1	1
Accountant	1	1	1
Account Technician	2	2	2
Water Billing Services Representative	3	3	3
Village Services Representative	3	3	3
Receptionist	1	1	1

DEPARTMENT	FY 08/09	FY 09/10	FY 10/11
Total full-time employees	12	12	12

PUBLIC WORKS DEPARTMENT

Director of Public Works	1	1	1
Fleet Services Manager	1	1	1
Wastewater Treatment Plant Supervisor	1	1	1
Water Supply Supervisor	1	1	1
Building Maintenance Supervisor	1	1	1
Distribution/Meter Supervisor	1	1	1
Forestry Supervisor	1	1	0
Street Supervisor	1	1	1
Mechanic	4	4	4
Wastewater Treatment Plant Operator	4	4	4
Water Supply Operator	2	2	2
Building Maintenance Worker II	2	1	1
Equipment Operator	7	7	7
Maintenance Worker	12	12	12
Building Maintenance Worker I	2	2	2
Groundskeeper	1	1	1
Administrative Secretary	2	1	1
P.T. Janitor II (3)	P.T.	P.T.	P.T.
Seasonal Laborers (+/-8)	P.T.	P.T.	P.T.

Total full-time employees	44	42	41
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ENGINEERING DEPARTMENT

Village Engineer	1	1	1
Engineering Technician	2	2	2
Administrative Secretary	0	1	1
Office Systems Coordinator	1	0	0

Total full-time employees	4	4	4
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FIRE DEPARTMENT

Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Battalion Chief	3	3	3
Fire Lieutenant	6	6	6
Firefighter/Paramedic	24	24	24
Administrative Secretary	1	1	1
Paid-on-Call Firefighter/EMT (+/-25)	P.T.	P.T.	P.T.

Total full-time employees	36	36	36
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POLICE DEPARTMENT

Police Chief	1	1	1
Deputy Chief	2	2	2
Lieutenant	3	3	3
Sergeant	6	6	6
Police Officer	42	45	49

DEPARTMENT	FY 08/09	FY 09/10	FY 10/11
Police Social Worker	1	1	1
Court Services Coordinator	1	1	1
Community Service Officer (CSO)--General	4	4	4
CSO--Property Custodian	1	1	1
CSO--Investigations	1	0	0
CSO--Code Enforcement	5	5	5
Code Enforcement Supervisor	1	1	1
Administrative Secretary	1	1	1
Police Accreditation & Grants Manager	0	1	1
Police Records Supervisor	1	1	1
Police Records Clerk	7	7	7
Parking Enforcement Officer	1	1	1
Police Desk Officers (2)	P.T.	P.T.	P.T.
Police Records Aide (8)	P.T.	P.T.	P.T.
School Crossing Guards (7)	P.T.	P.T.	P.T.
Seasonal Appearance Officer (1)	P.T.	P.T.	P.T.
Administrative Secretary (2)	P.T.	P.T.	P.T.
P. T. Parking Enforcement Officer (1)	P.T.	P.T.	P.T.
Total full-time employees	78	81	85

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director	1	1	1
Senior Planner	1	1	1
Chief Building Official	1	1	1
Building Inspector/Plan Reviewer	1	1	1
Health Officer/Commercial Code Official	0	1	1
Health Officer	1	0	0
Plumbing Inspector	1	0	0
Building Inspector	0	1	1
Property Maintenance Inspector	1	0	0
Permit Coordinator	1	1	1
Administrative Secretary	1	1	1
P.T. Permit Coordinator (1)	P.T.	P.T.	P.T.
Seasonal Permit Coordinator (1)	0	0	0

Total full-time employees	9	8	8
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VILLAGE-WIDE TOTALS:	=====	=====	=====
NO. OF FULL-TIME EMPLOYEES:	196	193	196
NO. OF PART-TIME EMPLOYEES:	60	49	49
(Excluding seasonal & temporary employees)	=====	=====	=====
GRAND TOTAL ALL EMPLOYEES:	256	242	245

VILLAGE OF HANOVER PARK, ILLINOIS

Schedule of Direct and Overlapping Bonded Debt
April 30, 2009

Governmental Unit	Gross Debt	Percentage to Debt Applicable to Village (1)	Village's Share of Debt
Village of Hanover Park	\$ 10,150,000	100.00%	\$ 10,150,000
School District # 20	7,905,000	37.41%	2,957,261
School District # 54	8,380,000	2.81%	235,478
School District #93	13,390,000	9.35%	1,251,965
High School Disrtict #87	49,400,000	2.15%	1,062,100
High School Disrtict #108	53,225,000	7.49%	3,986,553
High School Disrtict #211	41,820,000	1.73%	723,486
Community School District #46	316,460,989	4.68%	14,810,374
Community College District #502	161,980,000	0.69%	1,117,662
Community College District #509	54,903,488	1.98%	1,087,089
Community College District #512	201,650,000	0.74%	1,492,210
Total School Districts	<u>909,114,477</u>		<u>28,724,177</u>
Cook County	2,897,975,000	0.18%	5,216,355
DuPage County	219,405,000	1.10%	2,413,455
Cook County Forest Preserve Disrtict	115,105,000	0.18%	207,189
DuPage County Forest Preserve District	239,992,530	1.10%	2,639,918
Metropolitan Water Reclamation Disrtict	1,392,699,076	0.19%	2,646,128
Schaumburg Township	0	2.91%	0
Bartlett Park District	15,605,000	3.52%	549,296
Hanover Park Park Disrtict	740,385	94.99%	703,292
Schaumburg Park Disrtict	29,225,000	1.39%	406,228
Bartlett Public Library District	365,000	0.03%	110
Schaumburg Township Library District	6,075,000	2.89%	175,568
Bloomington Fire Protection Distrit	3,110,000	5.34%	166,074
Village of Hanover Park SSA #2	300,000	100.00%	300,000
Village of Hanover Park TIF #2	1,650,000	100.00%	1,650,000
Total Others	<u>4,922,246,991</u>		<u>17,073,611</u>
Total Overlapping Debt	<u>5,831,361,468</u>		<u>45,797,789</u>
Total Direct and Overlapping Debt	<u>5,841,511,468</u>		<u>55,947,789</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 2007 tax levy year equalized assessed values for Cook County and the 2008 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, 2009**

Tax Levy Year	Residential Property	Farm	Commerical Property	Industrial Property	Total	Railroad	Total Assessed Value
1999	\$ 315,240,347	54,885	60,022,997	49,613,487	424,931,716	11,870	424,943,586
2000	320,757,674	45,688	59,276,827	51,603,450	431,683,639	12,177	431,695,816
2001	362,342,460	34,323	69,584,892	60,433,256	492,394,931	9,809	492,404,740
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	N/A	N/A	N/A	N/A	N/A	N/A	789,204,793

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, 2009

	Last Ten Tax Levy Years									
	1999	2000	2001	2002	2003	2004	2005	2006	2007	2008
Village of Hanover Park										
General Corporate rate	0.732	1.523	1.260	1.241	1.355	1.269	1.191	1.249	1.150	1.063
Debt Service Rate	0.161	0.171	0.140	0.129	0.131	0.168	0.152	0.153	0.136	0.120
Total Direct Tax Rate	0.893	1.694	1.400	1.370	1.486	1.437	1.343	1.402	1.286	1.183
Overlapping Rates (1)										
School District #46	6.002	6.243	5.350	5.080	5.606	4.945	4.746	4.874	4.565	4.435
School District #509	0.434	0.458	0.387	0.367	0.426	0.434	0.421	0.347	0.348	0.331
Hanover Park Park District	0.581	0.600	0.492	0.476	0.534	0.469	0.441	0.471	0.423	0.386
Hanover Park Fire Protection	0.650	-	-	-	-	-	-	-	-	-
County including Forest Preserve										
District and TB Sanitarium	0.932	0.901	0.820	0.757	0.693	0.654	0.598	0.562	0.499	0.466
Hanover Township	0.246	0.254	0.225	0.259	0.273	0.242	0.237	0.250	0.224	0.223
Metropolitan Water Reclamation District	0.419	0.415	0.401	0.371	0.361	0.347	0.315	0.284	0.263	0.252
Northwest Mosquito Abatement District	0.010	0.011	0.010	0.009	0.010	0.009	0.009	0.009	0.008	0.008
Poplar Creek Library	0.388	0.406	0.351	0.340	0.355	0.318	0.304	0.310	0.367	0.357
Community Mental Health	0.044	0.045	0.040	0.038	0.040	0.036	0.035	0.037	0.033	0.033
Consolidated Elections	0.023	-	0.032	-	0.029	-	0.014	-	0.012	-
Total Direct and Overlapping Tax Rate	10.622	11.027	9.508	9.067	9.813	8.891	8.463	8.546	8.028	7.674

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.

(1) The significant increase in the tax rate in Tax Levy Year 2000 was the result of the acquisition of the Fire District in July 2000.

VILLAGE OF HANOVER PARK, ILLINOIS

**Direct and Overlapping Property Tax Rates-DuPage County
April 30, 2009**

	Last Ten Levy Years									
	2000	2001	2002	2003	2004	2005	2006	2007	2007	2008
Village of Hanover Park:										
General Corporate rate	0.6366	1.2314	1.2505	1.2248	1.1861	1.1960	1.1419	1.1635	1.0978	1.1095
Debt Service Rate	0.1377	0.1222	0.1248	0.1134	0.1027	0.1411	0.1297	0.1262	0.1146	0.1104
Total Direct Tax Rate	0.7743	1.3536	1.3753	1.3382	1.2888	1.3371	1.2716	1.2897	1.2124	1.2199
Overlapping Rates										
School District #93	3.6960	3.6455	3.5791	3.2923	3.0360	3.3667	3.5070	3.6473	3.6473	3.6442
School District #87	1.9402	1.9477	1.8586	1.9144	1.8530	1.7716	1.7200	1.7210	1.6612	1.6507
Community College #502	0.2006	0.1966	0.1930	0.2179	0.2100	0.1968	0.1874	0.1929	0.1888	0.1858
Hanover Park Park District	0.5812	0.4761	0.4700	0.4483	0.4340	0.4267	0.4055	0.4059	0.3801	0.3801
Hanover Park Fire Protection	0.5995	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
County including Forest Preserve										
District and Airport	0.4786	0.4569	0.4278	0.3936	0.3650	0.3421	0.3266	0.3199	0.3008	0.2923
Wayne Township	0.1983	0.1938	0.1876	0.1722	0.1570	0.1450	0.1400	0.1370	0.1289	0.1253
Poplar Creek Library	0.3085	0.3614	0.3571	0.3573	0.3040	0.3022	0.3004	0.3131	0.3696	0.3522
Total Direct and Overlapping Tax Rate	8.7772	8.6316	8.4485	8.1342	7.6478	7.8882	7.8585	8.0268	7.8891	7.8505

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.

(1) The significant increase in the tax rate in Tax Levy Year 2000 was the result of the acquisition of the Fire District in July 2000.

VILLAGE OF HANOVER PARK, ILLINOIS

Property Tax Levies and Collections
April 30, 2009

Fiscal Year Ended April 30	Tax Levy Year	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
2000	1999	3,407,387	659,680	19.36%	2,769,515	3,429,195	100.64%
2001	2000	6,248,890	1,225,076	19.60%	4,961,037	6,186,113	99.00%
2002	2001	6,448,319	1,316,255	20.41%	5,144,096	6,460,351	100.19%
2003	2002	6,698,440	1,337,936	19.97%	5,542,176	6,885,342	102.79%
2004	2003	7,194,040	1,409,463	19.59%	5,876,497	7,336,059	101.97%
2005	2004	7,940,587	1,461,007	18.40%	6,513,435	7,974,442	100.43%
2006	2005	8,113,730	1,597,398	19.69%	6,401,963	7,999,361	98.59%
2007	2006	8,669,475	1,581,476	18.24%	6,985,521	8,566,997	98.82%
2008	2007	8,771,573	1,643,467	18.74%	6,949,330	8,592,797	97.96%
2009	2008	8,997,079	1,689,164	18.77%	N/A	1,689,164	18.77%

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, 2009

Taxpayer	2009			2000		
	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Westview Center-Bradley	\$ 12,025,443	1	1.52%	\$ 6,348,761	3	1.51%
AMB-Turnberry Lakes	11,896,780	2	1.51%			
IDI Services-Hanover Corp Center	9,158,800	3	1.16%			
IDI Services-Turnberry Lakes	7,165,790	4	0.91%			
Fisher Scientific Company	5,996,740	5	0.76%			
Menards	5,854,395	6	0.74%	3,131,950	7	0.75%
Wheaton Bank Trust 1238	5,529,462	7	0.70%	3,335,533	6	0.80%
Kmart Corporation	5,102,508	8	0.65%			
Pebblewood Court	4,779,945	9	0.61%			
Northern Builders, Inc.	4,463,360	10	0.57%	3,685,610	5	0.88%
Unknown				7,185,436	1	1.71%
Connecticut General Life Insurance				6,400,330	2	1.53%
Fellowes Manufacturing				3,685,990	5	0.88%
Circuit City Stores				2,902,110	7	0.69%
Individual Taxpayer				2,705,826	8	0.65%
Buckhead Industrial Properties				2,294,620	10	0.55%
	<u>\$ 71,973,223</u>		<u>9.12%</u>	<u>\$ 41,676,166</u>		<u>9.95%</u>

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

VILLAGE OF HANOVER PARK, ILLINOIS

**Ratios of Outstanding Debt By Type - Last Ten Fiscal Years
April 30, 2009**

Fiscal Year Ended April 30	Governmental Activities			Business-Type Activities			Total Equalized Assessed Value (EAV)	Percentage of EAV	Per Capita (1)
	General Obligation Bonds	Notes Payable	Tax Increment Revenue Bonds	IEPA Loan	Total Primary Government	Total Equalized Assessed Value (EAV)			
2000	7,070,000	-	11,050,000	5,096,974	23,216,974	424,943,586	5.46%	606.54	
2001	6,280,000	481,300	10,575,000	4,858,161	22,194,461	431,695,816	5.14%	579.82	
2002	9,060,000	418,600	10,050,000	4,626,072	24,154,672	492,404,740	4.91%	631.03	
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	

Data Source: Village's Records

(1) See the Schedule of Demographic and Economic Statistics for personal income and population data.

VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
April 30, 2009

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)
2000	7,070,000	813,882	6,256,118	1.47%	163.44
2001	6,280,000	750,665	5,529,335	1.28%	144.45
2002	9,060,000	704,171	8,355,829	1.70%	218.29
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

Data Source: Village Records

- (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 Nine Fiscal Years Ago
April 30, 2009

Employer	2009			2000		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Maines Paper & Food Service	400	1	8.00%			
Fischer Scientific	350	2	7.00%	400	1	9.92%
Insight Enterprises, Inc.	250	3	5.00%			
Camcraft, Inc.	225	4	4.50%	180	3	4.46%
Everpure, LLC	200	5	4.00%			
Village of Hanover Park	196	6	3.92%			
Fuji Film	150	7	3.00%			
Wilson Pet Supply	120	8	2.40%	150	5	3.72%
Iron Mountain	100	9	2.00%			
Round Ground Metals, Inc.	98	10	1.96%			
Comark, Inc.				250	2	6.20%
Fellowes Manufacturing				150	4	3.72%
MS Distributers				100	6	2.48%
FGI Print Management				90	7	2.23%
Canon USA				75	8	1.86%
School Health Corp				74	9	1.83%
Jefferson Smurfit				65	10	1.61%
	<u>2,089</u>		<u>41.78%</u>	<u>1,534</u>		<u>38.03%</u>

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

VILLAGE OF HANOVER PARK

GLOSSARY OF KEY TERMS

ABATEMENT - A deduction from the full amount of a tax. Usually related to reduction of tax levies for payment of principal and interest on general obligation bonds.

ACCOUNTING SYSTEM - The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity or fund.

ACCRUAL – Being a method of accounting that recognizes income when earned and expenses when incurred regardless of when cash is received or disbursed.

ACLS - Advance Cardiac Life Support.

ACTIVITY - An organization classification composed of related work programs aimed at accomplishing a major service or regulatory program for which a government is responsible. Activity expenditure functions relate to the principal purpose/service for which expenditures are made.

ADA - Americans with Disability Act. A law requiring public facilities to be accessible to all.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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.

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

HR SALES TAX - A 1/2 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.

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.

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.

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.

JSA – Job Safety Analysis

JULIE - Joint Utility Location Information for Excavators.

LAN/WAN - Local Area Network/Wide Area Network.

LEADS - Law Enforcement Agencies Data System.

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

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.

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.

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.

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.

SOG – Standard Operating Guidelines

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

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.

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.

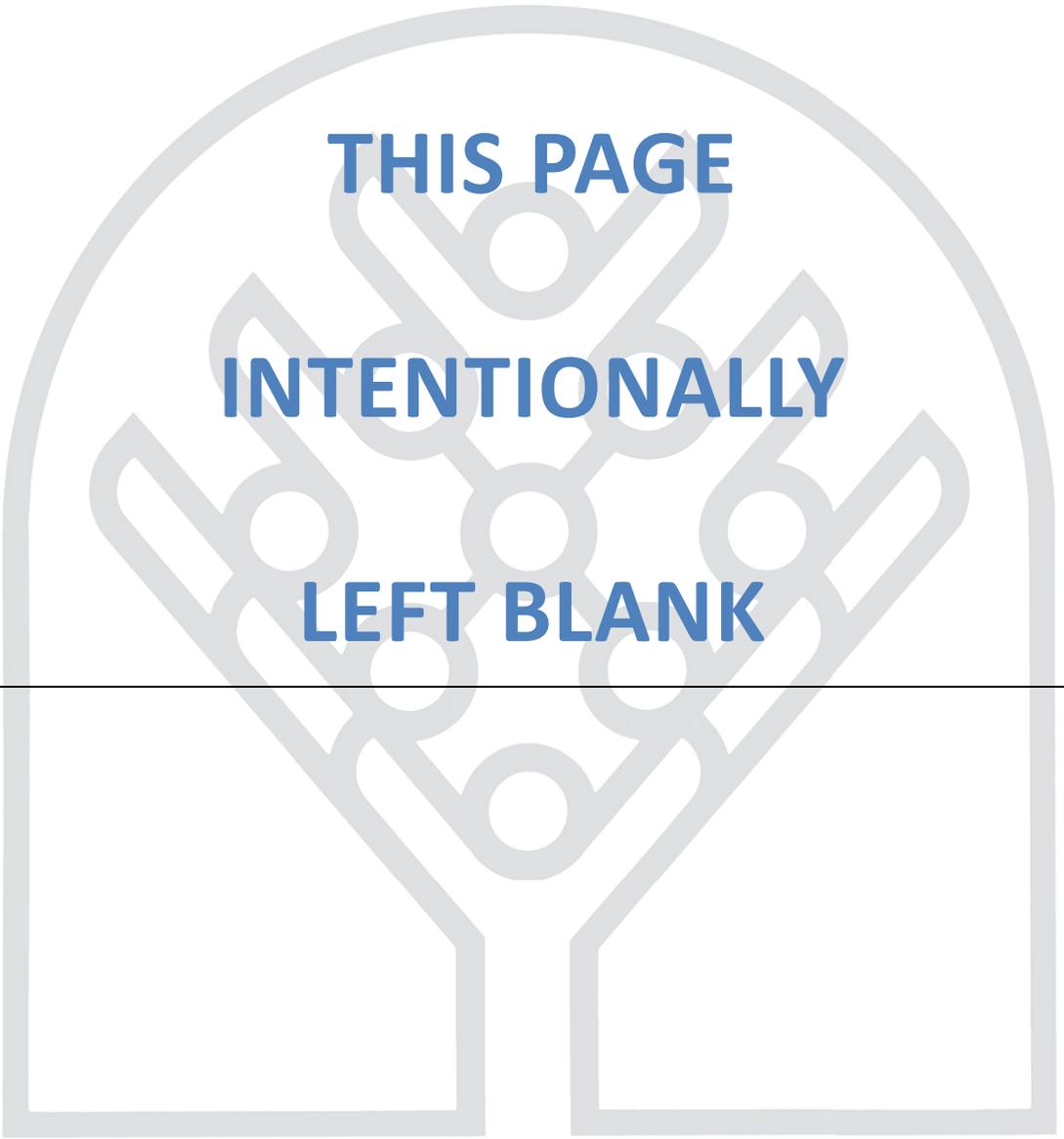
TQM - Total Quality Management. A strategy to improve the quality of the organization by encouraging communication, participation and empowerment of employees throughout the Village.

UNRESTRICTED NET ASSETS – Net assets not invested in capital assets, net of related debt, that are accessible for the general use of the fund.

UTILITY TAX – An approximately 2.25% tax on telecommunications, electric and natural gas.

UV – Ultraviolet.

UCMR2 - Unregulated Contaminant Monitoring Regulation



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Hanover Park
