

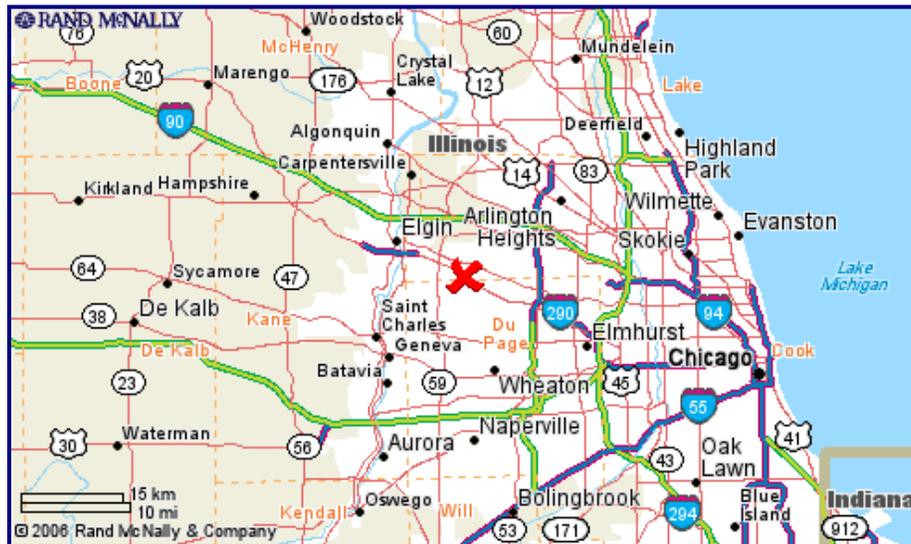
Village of Hanover Park Annual Fiscal Year Budget January 1 – December 31, 2017



VILLAGE OF HANOVER PARK, ILLINOIS GENERAL INFORMATION

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

A regional map is shown below:



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

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

The Village provides a full range of services including police and fire protection, maintenance of streets and infrastructure, community development, code enforcement, municipal water and sewer utilities and general administrative services. The Village of Hanover Park currently budgets for 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. Numerous large employers are located in three municipal business parks which generate significant sales tax revenue.

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

Village of Hanover Park

Fiscal Year 2017 Annual Budget

INTRODUCTORY SECTION Pages 3-30

4	List of Principal Officials
6	Organization Chart
7-30	Budget Message

EXHIBITS Pages 31-59

32-34	Exhibit A – General and Demographic Info.
35-37	Exhibit B – Financial Policies
38	Exhibit C – Basis for Budgeting
39-40	Exhibit D – Budget Process and Budget Calendar
41-46	Exhibit E – Fund Structure and Description of Funds
47-57	Exhibit F – Revenue Trends and Projections
58	Exhibit G - Property Tax Levies and Blended Property Tax Rates
59	Exhibit H – Assessed Valuations/Annual Tax Levies

FINANCIAL SECTION Pages 61-74

61	Total Revenues and Expenditures FY'09 – FY'17
62	Total by Fund-Revenues and Other Financing Sources
63	Total by Fund-Expenditures and Other Financing Uses
64-65	Total by Category and Fund
66	Where the Money Comes From and Goes
67-72	Summary By Account – All Funds
73-74	Statement of Revenues, Expenditures and Changes in Fund Balance/Unrestricted Net Assets

GENERAL FUND Pages 75-262

75	Revenues and Expenditures FY'09 – FY'17
76	Revenues and Expenditures by Category
77-80	Summary by Account
81	Budget Summary – Expenditures by Department
82-83	Inter-fund Transfers

Village Board/Village Clerk/Committees/Commissions

86-89	Village President and Board of Trustees
90-95	Village Clerk/Village Collector
96-98	Environmental Committee

Village Board/Village Clerk/Committees/Commissions

99-101	Cultural Inclusion and Diversity Committee
102-107	Sister Cities Committee
108-110	Citizen Corp Council Committee
111-113	Veterans Committee
114-118	Development Commission
119-124	Hanover Park CONECT Committees

Administrative Services

127-130	Village Manager
131-136	Human Resource Department
137-140	Special Events
141-144	Information Technology

Finance Department

148-151	Administration
152-155	Collections
156-159	General Accounting
160-161	General Administrative Services

Public Works Department

165-168	Administration
169-173	Streets
174-177	Forestry
178-180	Public Buildings
181-184	Fleet Services
185-188	Engineering
189	MWRD

Fire Department

193-197	Fire Administration
198-204	Fire Emergency Operations
205-209	Fire Inspectional Services
210-213	Fire Non 911 Program

Police Department

217-223	Administration
224-228	Patrol
229-233	Investigations
234-237	Community Services
238-241	Staff Services
242-245	Emergency Management
246-249	Code Enforcement

Community Development Department

252-262	Economic Development
---------	----------------------

Village of Hanover Park

Fiscal Year 2017 Annual Budget

SPECIAL REVENUE FUNDS Pages 263-290

263-266	Motor Fuel Tax Fund
267-269	Road and Bridge Fund
270-271	Special Service Area #3 Fund
272-273	Special Service Area #4 Fund
274-275	Special Service Area #5 Fund
276-278	MWRD Fields Fund
279-280	State Restricted Fund
281-282	Federal Restricted Fund
283-284	Foreign Fire Insurance Fund
285-286	Tax Increment Finance District #3 Fund
287-288	Tax Increment Finance District #4 Fund
289-290	Tax Increment Finance District #5 Fund

DEBT SERVICE FUNDS Pages 291-301

291	Schedule of Legal Debt Margin
292	Long Term Debt Requirements – General Obligation Bond Summary
293-295	2011 General Obligation Bond Fund
296-298	2010 General Obligation Bond Fund
299-301	2010A General Obligation Bond Fund

CAPITAL PROJECTS FUNDS Pages 303-306

303-304	Special Service Area #6 Fund
305-306	General Capital Projects Fund

ENTERPRISE FUNDS Pages 307-348

Budget Summaries

307-308	Revenues and Expenditures FY'14 – FY'17
309	Revenue Summary by Account
310-311	Expenditure Summary by Account
312	Budget Summary – Expenditures by Department

Water and Sewer Fund

313-316	Administration
317-320	Water Treatment
321-324	Water Maintenance
325-328	Water Meter Operations
329-333	Sewage Treatment
334-337	Sewer Maintenance
338-339	Debt Service and Depreciation
340-341	Long Term Debt Requirements

Municipal Commuter Parking Lot Fund

342	Revenues and Expenditures FY'14 – FY'17
343-346	Municipal Commuter Parking Lot

Hanover Square Fund

347	Revenues and Expenditures FY'13 – FY'15
348	Hanover Square

INTERNAL SERVICE FUND Pages 349-352

349-350	Central Equipment Fund
351-352	I.T. Equipment Replacement Fund

TRUST AND AGENCY FUNDS Pages 353-356

353-354	Police Pension Fund
355-356	Firefighter Pension Fund

CAPITAL IMPROVEMENT PROG. Pages 357-390

358-366	Capital Improvement Program Narrative
367-382	Table I
383-384	Table II
385-386	Table III
387-390	Table IV

APPENDIX Pages 391-412

392	Appendix A – Employee History
393-395	Appendix B – Three Year Comparison of Budgeted Positions
396	Appendix C – Schedule of Direct and Overlapping Bonded Debt
397	Appendix D – Assessed Value and Actual Value of Taxable Property
398	Appendix E – Direct and Overlapping Property Tax Rates – Cook County
399	Appendix F – Direct and Overlapping Property Tax Rates – DuPage County
400	Appendix G – Property Tax Levies and Collections
401	Appendix H – Principal Taxpayers
402	Appendix I – Ratios of Outstanding Debt by Type
403	Appendix J – Ratios of General Bonded Debt Outstanding
404	Appendix K – Principal Employers
405-412	Appendix L - Glossary

Readers' Guide

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

Introductory Section

This section includes overview information and the *Budget Message*. The reader is encouraged to review the Budget Message as it presents the Village's mission and visions, as well as initiatives pertinent to Fiscal Year 2017. It communicates our financial condition and highlights departmental objectives, which support the Board's visions.

Exhibits

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

Financial Section

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

The blue tabs show fund types as follows:

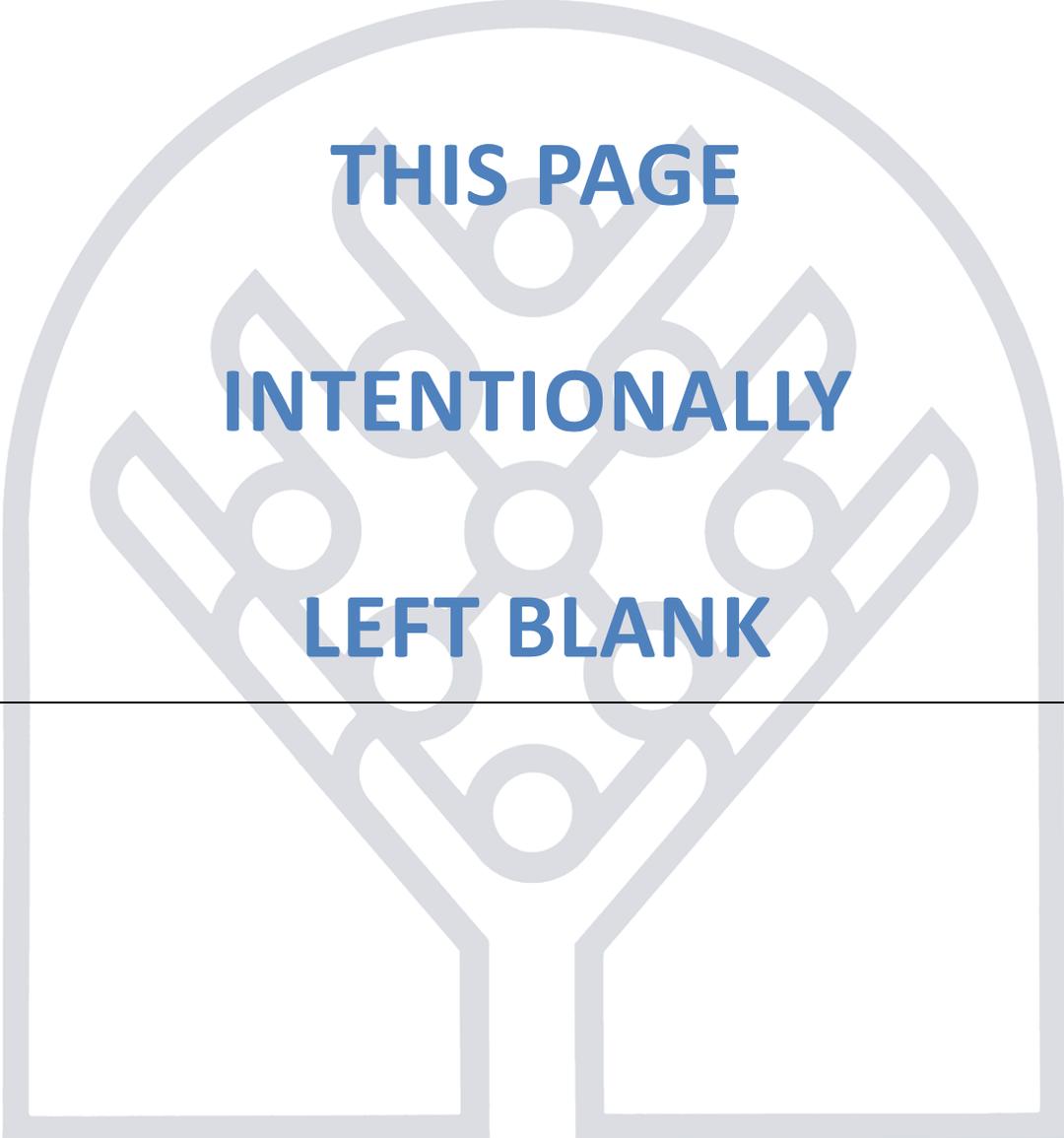
-  The General Fund is the primary operating fund. Within the General Fund, departments are designated with white tabs. Goals, objectives and performance measures are presented for each cost control center within each department in the fund.
-  The Special Revenue tab lists Road and Bridge Fund, Motor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

Capital Improvement Program

The Capital Improvement Program (CIP) tab presents current and five-year schedules of capital projects. Current year projects are listed in Tables I, II and III. Future Capital Projects through Fiscal Year 2021 are listed in Table IV within the Capital Improvement Program.

Appendix

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



**THIS PAGE
INTENTIONALLY
LEFT BLANK**

Hanover Park

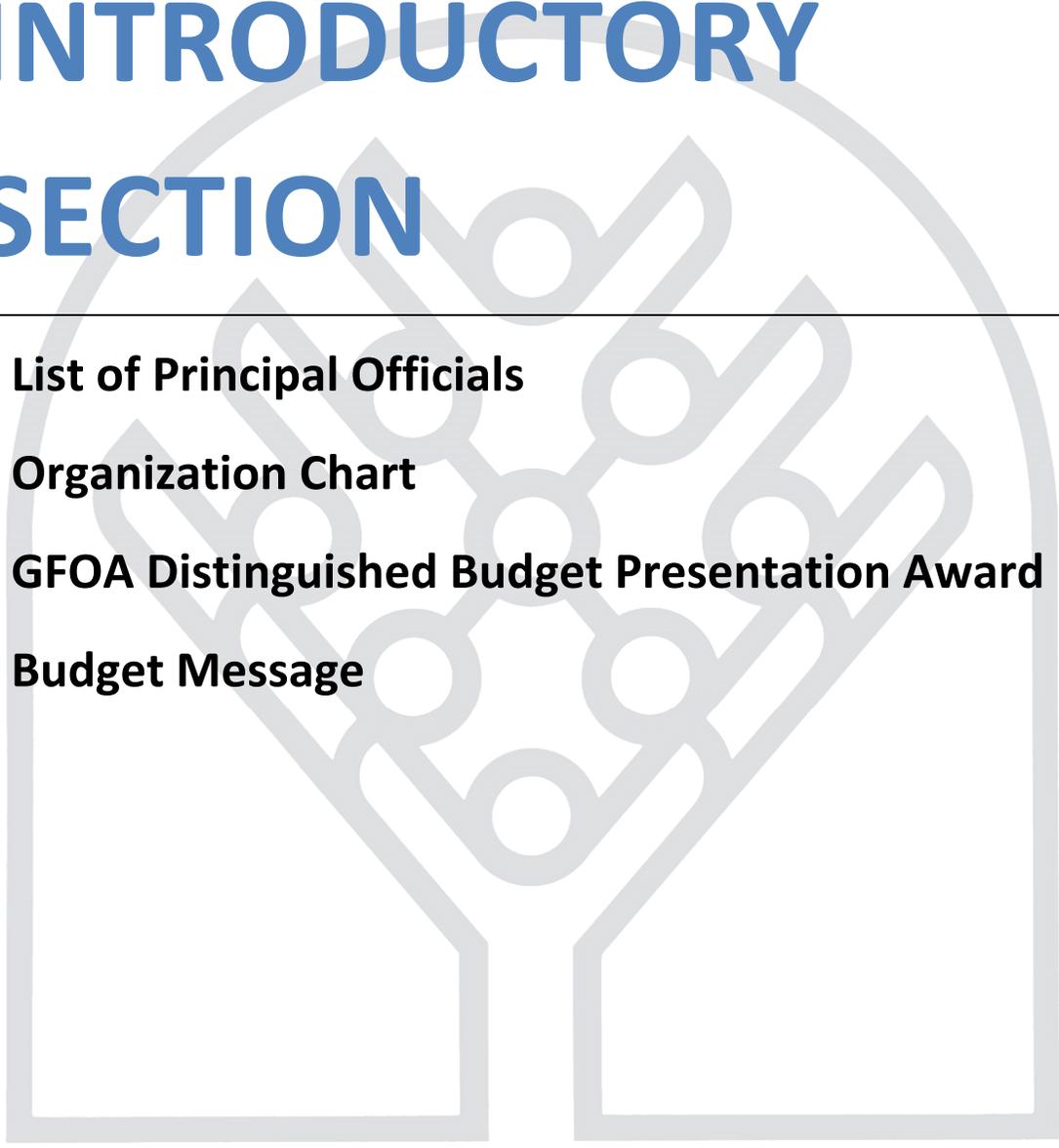
INTRODUCTORY SECTION

List of Principal Officials

Organization Chart

GFOA Distinguished Budget Presentation Award

Budget Message



Hanover Park

Village of Hanover Park

Principal Officials

Mailing Address

2121 Lake Street
Hanover Park, IL 60133

Phone (630) 823-5600

Fax (630) 823-5786

TDD (630) 823-5479

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

William Cannon
James Kemper
Jon Kunkel
Herb Porter
Rick Roberts
Sharmin Shahjahan

Executive

(630) 823-5608

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

David Webb, Deputy Village Manager (dwebb@hpil.org)

Village Departments - Administrative Offices

Kate Andris, Human Resources Director	(630) 823-5661	kandris@hpil.org
Jed Gerstein, Chief Information Officer	(630) 823-5670	jgerstein@hpil.org
Shubhra Govind, Community & Economic Development Director	(630) 823-5781	sgovind@hpil.org
Craig A. Haigh, Fire Chief	(630) 823-5801	chaigh@hpil.org
Mike Menough, Police Chief	(630) 823-5501	mmenough@hpil.org
T. J. Moore, Public Works Director	(630) 823-5701	tjmoore@hpil.org
Remy Navarrete, Finance Director	(630) 823-5788	rnavarrete@hpil.org



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

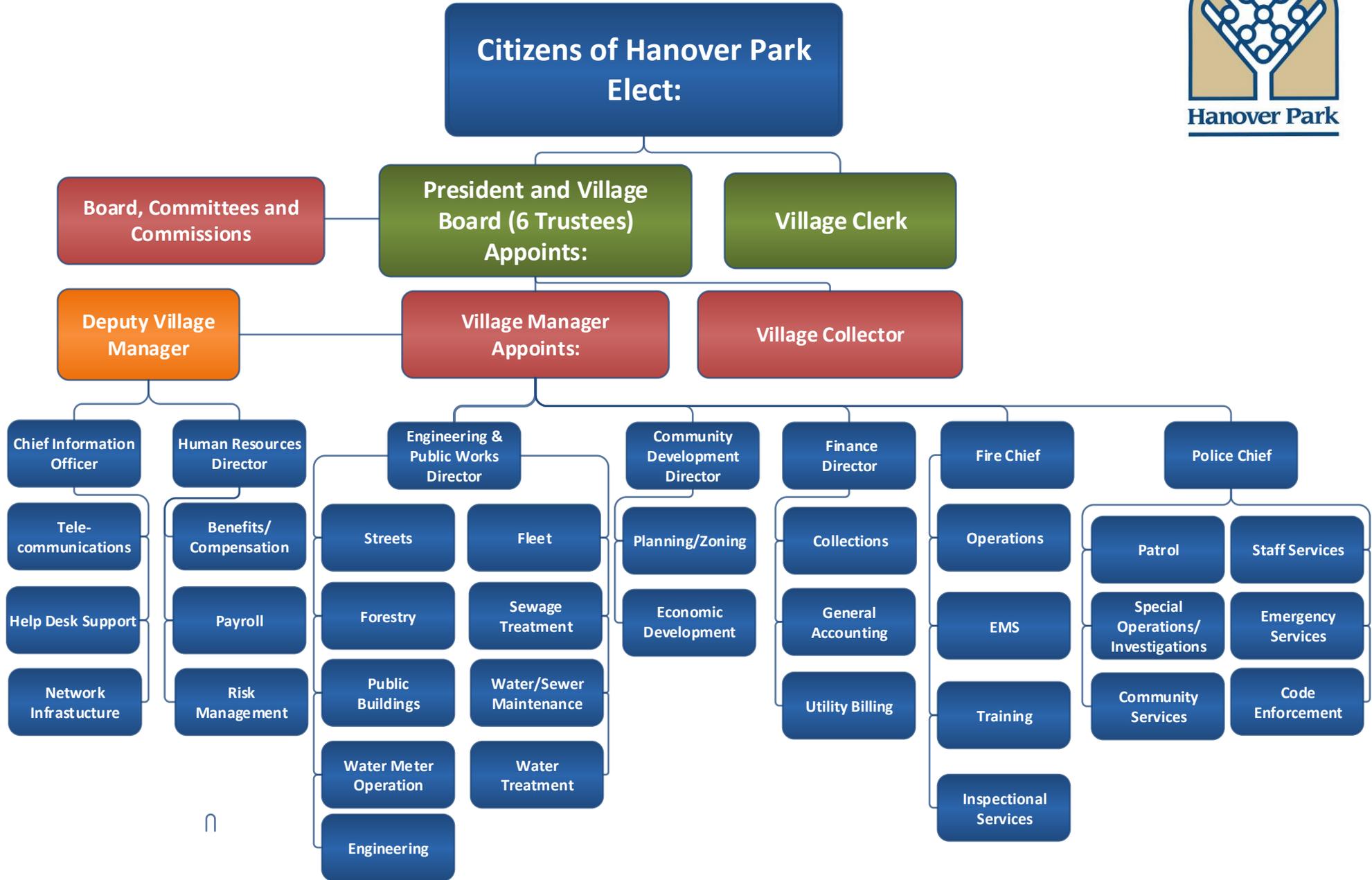
**Village of Hanover Park
Illinois**

For the Fiscal Year Beginning

January 1, 2016

Executive Director

Village of Hanover Park – Table of Organization





Village of Hanover Park Fiscal Year 2017 Budget Message

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

Introduction

I am pleased to present the Village of Hanover Park's Budget for the 2017 Fiscal Year. This budget document is a fiscal plan that is responsive to the needs of the citizens and business community of Hanover Park and reflects the goals of the Village Board. The budget provides revenues and expenditures for the January 1, 2017 through December 31, 2017 Calendar Year and is designed to provide a comprehensive overview of Village activities during the next twelve months.

The budget is presented in a format recognized by the Government Finance Officers Association (GFOA) for the Distinguished Budget Presentation Award. The Village has obtained the award for the last twenty-six (26) years. The budget is a policy document, financial plan, operations guide, and communication device.

Mission Statement

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

Strategic Goals

In May, 2011 the Village Board adopted the Village's Comprehensive Strategic Plan. As part of that plan, the Board established three primary visions 1) Provide convenience through technology, 2) Is a good place to live, work and do business and 3) Is fiscally transparent. To that end, all budget goals since adoption of the plan have been designed to correspond to and accomplish these visions. The Fiscal Year 2017 budget is reflective of the established Board visions and is designed to allow for the continued progression toward the accomplishment of the strategic goals. Additionally, the goals and objectives from the new Strategic Plan created in Fiscal Year 2014 have also been incorporated into the Fiscal Year 2017 budget. Over the course of implementation of the Plan, updates and status reports have been given on our progress.

State of the Economy

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

The prevailing economic climate has shown signs of improvement during the past year; however, the State remains an area of concern for the Village of Hanover Park. At time of publication, for the second year in a row, the State of Illinois continues to operate without a budget with a fiscal year of July 1st to June 30th. The State's failure to address and implement a comprehensive State-wide budget has impacted local revenue sources, forcing the Village to delay projects and purchases. It should be noted that the Village's Proposed FY2017 Budget does not reflect funding reductions that could occur if the State of Illinois reduces municipal revenue, including the Local Government Distributive Fund (LGDF). Village staff will continue to monitor the State's financial situation.

State of the Village

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

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

On June 30, 2016, Governor Bruce Rauner enacted a "stopgap budget" into law as P.A. 99-0524. This short-term budget agreement was negotiated between the Governor and legislative leader in the days prior to passage. The stopgap budget includes a hybrid of spending periods. Some of the state FY2017 spending authority is for six months, while the remainder is for the full fiscal year (July 1st to June 30th). Of most interest to municipalities is that local pass-through funds (e.g., MFT, video and casino gaming, Use Tax and 9-1-1 programs) received funding for the full 2017 state fiscal year.

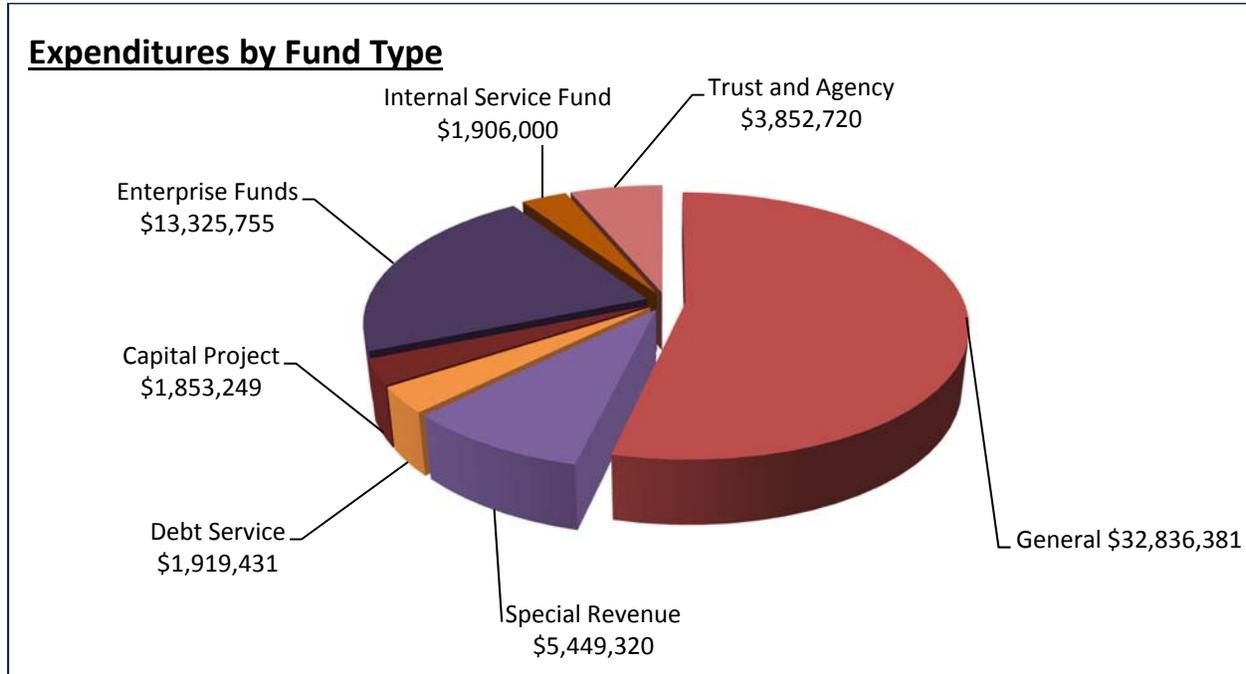
The State may continue to consider options for balancing their budget that could adversely affect The Village of Hanover Park. Initially, the Governor proposed a 50% decrease in the Local Government Distributive Fund (LGDF). \$3.8 million in funds, or 6.0% from LGDF, are distributed to the Village's General Fund. A 50% cut would cause a \$1.93 million shortfall. The State may also discuss and considered a property tax freeze effective 2017 or 2018. No actions have been taken regarding the adoption of the State Budget for FY2016 and FY2017 as of November 1, 2016. With so many unknown factors, and in light of potential decreases, staff has been diligently monitoring expenses and revenues to ensure that the Village remains fiscally stable. The baseline budget presented in this document includes 100% of property tax and 100% of LGDF amount. Any changes to these revenues would require spending cuts and/or revenue increases.

The 2017 Proposed Budget does not include a property tax increase (Corporate and Debt Service) and represents a diligent effort by department directors to control expenditures and monitor revenues, as well as all of the assets of the Village in fiduciary manner, with maintenance budget philosophy for the Village's Proposed FY2017 Annual Budget.

Budget Summary

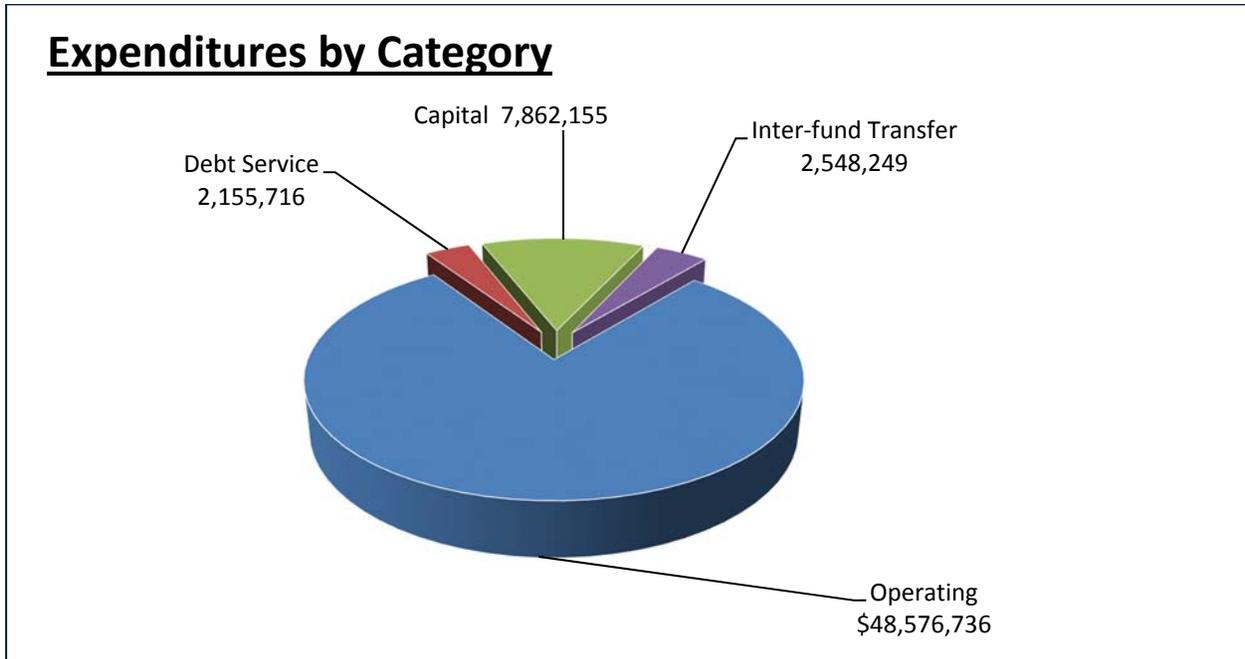
The Fiscal Year 2017 Budget reflects the operating and capital spending plans for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall Fiscal Year 2017 expenditures by fund and category:

Expenditures – All Funds



The table below illustrates the changes in the Operating; Debt Service, Capital and Inter-fund Transfer appropriation for Fiscal Year 2017, which total \$61,142,856, an increase of \$2,938,176 or 5.05% more than the prior Fiscal Year 2016.

Changes in Operating, Debt Service, Capital and Inter-fund Transfers				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Operating	\$46,550,193	\$48,576,736	\$2,026,543	4.35%
Debt Service	2,261,970	2,155,716	(106,254)	-4.70%
Capital	7,749,027	7,862,155	113,128	1.46%
Inter-fund Transfer	1,643,490	2,548,249	904,759	55.05%
Total	\$58,204,680	\$61,142,856	2,938,176	5.05%

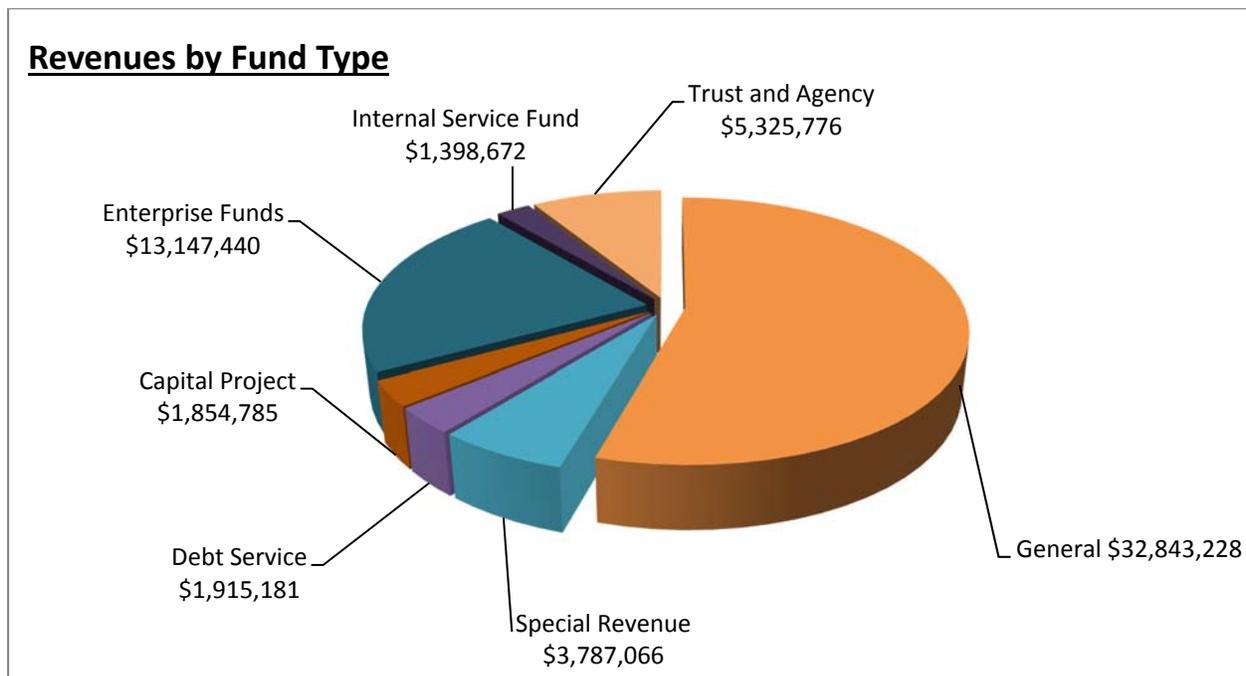


- Total Village operating budget (excluding debt service, capital outlay and transfer between funds) amounts to \$48,576,736 as compared to last year's \$46,550,193, a 4.35% increase.
 - Personnel Services – an increase of \$1,289,876 or 4.42% from prior year 2016. The increases are: pension contribution cost for police and fire, employee's merit and union contract increase, retirees payroll cost for FY 2017, and proposed hiring of one (1) part-time (PT) clerical level position, which will be split 50/50 between General Operating and TIF # 3 for FY 2017.
 - Commodities – a decrease of \$235,236 or 14.21% from prior year 2016. The decreases are related to lower cost of Gasoline/Diesel and salt purchases; miscellaneous tools and supplies replenished in FY 2016.
 - Contractual – an increase of \$971,902 or 6.18% from prior year 2016. A majority of the increase is related to water costs (JAWA) and the depreciation cost. In FY 2016, the appropriation used for water costs (JAWA) was based on the Village transition from Fiscal Year to Calendar Year (8 months). Other minor increases include postage services for the water monthly billing, and cost of light and power for our street lights and pumping station. Our contract will expire in 2017. Negotiations for new contract will start the first quarter of 2017, with the anticipation of a slight increase in rate. Memberships and Subscriptions, legal services, IRMA annual contribution, and special events increased in FY 2017; the contractual account (all funds) decrease is related to FY'16 projects completed. These include: engineering services studies and consultants. Equipment rental (Scavenger services) increased due to new price contract signed.

- Total Village Debt Service amounts to \$2,155,716 as compared to last year’s \$2,261,970, a 4.70% decrease from prior fiscal year 2016. The Debt service payments are based on debt schedules determined at the time of debt issuance.
- The Capital Improvement Program totals \$7,862,155 as compared to last year’s \$7,749,027, a 1.46% increase from prior fiscal year 2016. Capital outlay purchases are typically one-time needs that cause the expenditure total to fluctuate year to year. Village departments have replacement cycles for most of the capital outlay needs (i.e. vehicles).
- The Village inter-fund transfer total of \$2,548,249 compared to last year’s \$1,643,490 is a 55.05% increase from prior fiscal year 2016. This transfer is to support the Capital Improvement Program and the Central Equipment Replacement Program.

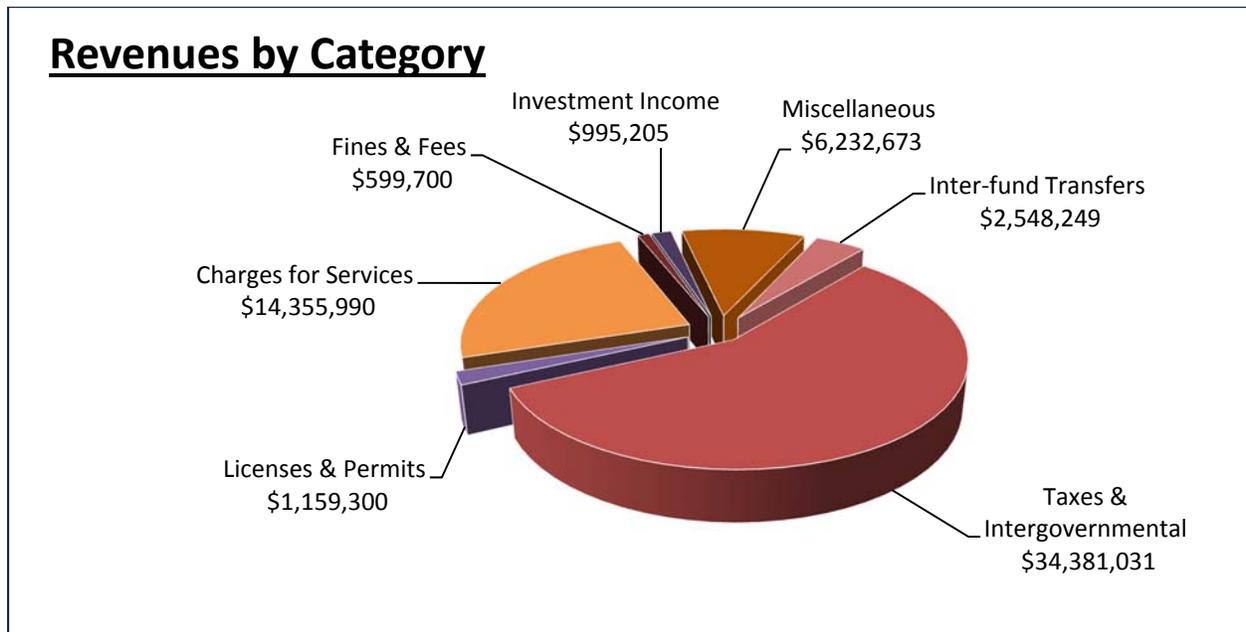
Revenues – All Funds

The Calendar Year 2017 Budget reflects revenues for the General Fund, Special Revenue Funds, Debt Service Funds, Capital Projects Funds, Enterprise Funds, Internal Service Funds, and Trust and Agency Funds. Presented below are summary pie charts, which include overall Calendar Year 2017 revenues by fund and category:



The table below illustrates the changes in the Revenue Classifications (All-Funds) for Fiscal Year 2017 which total \$60,272,148, an increase of \$1,657,705 or 2.83% over the prior Fiscal Year 2016:

Changes in Revenue Classifications				
Revenues /All Funds	Budget FY 2016	Budget FY 2017	Increase/ Decrease Amount	Increase/ Decrease Percent
Taxes & Intergovernmental	\$33,548,057	\$34,381,031	\$832,974	2.48%
Licenses & Permits	1,305,111	1,159,300	(145,811)	-11.17%
Charges for Services	13,723,494	14,355,990	632,496	4.61%
Fines & Fees	557,900	599,700	41,800	7.49%
Investment Income	1,508,320	995,205	(513,115)	-34.02%
Miscellaneous	6,328,071	6,232,673	(95,398)	-1.51%
Inter-fund Transfers	1,643,490	2,548,249	904,759	55.05%
Total	\$58,614,443	\$60,272,148	\$1,657,705	2.83%



- Taxes and Intergovernmental account for 57.04% of the Village’s budgeted amount of \$34,381,031 as compared to last year’s \$33,548,057 or 2.48% increase.
 - Property taxes - an increase of \$124,222 compared to last year’s levy. The Village’s tax levy includes Special Service Areas, Tax Increment Financing Districts, Corporate Levy and Debt Service Levy.
 - Other Taxes and Intergovernmental – increase of \$708,752 compared to last year’s budget. There are several sources which comprise the Other Taxes and Intergovernmental category such as: Utility Taxes (Telecommunication, Electric and Natural Gas), State Income Tax, Basic Sales Tax, Home Rule Sales Tax, Use Tax, Real Estate Transfer Tax, Hotel and Motel Tax, Auto Rental Tax and Food and Beverage Tax.

Village of Hanover Park - Budget Message

- Licenses and Permits decreased \$145,811 compared to last year's budget. The decrease is attributed to revenues being recorded to the wrong Calendar Year for Liquor and Business Licenses. (For example, Liquor and business License renewals were mailed out in early October with a due date December 31st. Effective date of the license January 1st thru December 31st of the New Fiscal Year. For businesses renewing their liquor licenses and making payments during the month of October up through December, the revenues were posted in the current fiscal or calendar year instead). Revenue sources, which comprises the licenses and permits category are; business, liquor, contractor, vendor, animal, multi-family and single family rental licenses, building permits and video gaming permits.
- Charges for services increased \$632,496 compared to last year's budget. This category consists of many revenue sources, the largest of which relates to Water and Sewer Sales, Ambulance Fees, Cable Franchise Fees, Vehicle Impound and commuter parking fees.
- Fines and Forfeitures increased \$41,800 compared to last year's budget. This category consists of parking ticket violations and Village code ordinance violations.
- Investment income decreased \$513,115 compared to last year's budget due to low interest rates, Police and Fire Pension investment portfolio, and budget projections in FY 2017.
- The Miscellaneous category decreased \$95,398 compared to last year's budget. This category consists of miscellaneous revenues that don't fit into other categories; police and fire employer and employees' contribution to pension.

Fiscal Policy and Debt Policy

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

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

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

New Programs, Positions & Capital Outlay Highlights

- *GIS*: In 2017, the Village will be joining the Municipal GIS Consortium, a group of 30 municipal governments that have pooled together to provide advanced data tools to their members. A geographic information system (GIS) lets us visualize, question, analyze, and interpret data to understand relationships, patterns, and trends in a way that static AutoCAD mapping never allowed.
- *Upgrade to Village Website*: The Village of Hanover Park Strategic Plan identified the action of upgrading the Village website in the Maintain and Enhance Infrastructure goal. In general, websites should be redesigned every three years to stay current with new web technologies, images and provide the public with an easy to use and well maintained site. The website serves as

an extension of customer service to the public that provides timely and relevant information about all Village operations.

- *New Scott Air Paks (SCBA):* Self-Contained Breathing Apparatus (SCBA) are a vital piece of equipment which provide firefighters and Haz-Mat techs with respiratory protection by providing breathable compressed air when working within oxygen depleted and “Immediately Dangerous to Life or Health” (IDLH) atmospheres during fire suppression, life rescue and hazardous material operations. The SCBA is an integral part of a firefighter’s protective equipment as required by OSHA 1910.134 A, B-1, B-2, C, and D, and is worn in conjunction with their turnout gear or Haz-Mat suit. The current SCBA that the department uses have become outdated with maintenance costs and critical part replacement becoming exorbitant; the air paks and associated spare bottles have reached the end of their service life. This purchase in FY’17 will allow the department to meet the upgraded national standard for air paks that changed in 2013, increase firefighter safety, and decrease our current maintenance costs.
- *New Sets of Turnout Gear:* Firefighter Protective Equipment is the primary life safety tool utilized by firefighters. It has been the department’s experience that the life expectancy of protective pants, coats and escape harnesses is about 5-years. During this period, repairs to the gear are made due to excessive wear, rips, and tears. The FY’17 budget will allow for the purchase of 14 sets of new turnout gear.
- *Power shift increase:* The Fire Department operates a peak time staffing system that incorporates a “Power Shift” (staffing either the tower ladder or an additional ambulance) to assist with call volumes such as third and fourth ambulance requests. This program also allows the Department to increase our Inspectional Services duties. FY’17 now will allow for 52 weeks of staffing the power shift which results in increased service coverage for emergencies as well as more business and life safety inspections.
- *Mobile Inspection Application:* Both Code Enforcement and Inspectional Services divisions will implement and utilize the new myInspections module of the New World ERP system. The module will allow staff to complete inspection tasks while in the field, eliminating the need to enter inspection results when they return to their desk. While in the field, staff will be able to instantly access details on any case, license, permit, address, or parcel. Additionally, they will be able to attach photos, comments, notes, and code violations to an inspection, and view all scheduled appointments and plan daily routes.
- *Village Center Plan:* Continue to pursue strategic implementation steps of the Village Center Plan, focusing on the Elgin O’Hare boulevard extension, wetlands, promotion of development along the north side of Lake Street, and guidance of private property improvements to properties south of the Metra station. Coordinate with IDOT, DuPage County and the Tollway for developing feasibility study, assess alternative solutions and work with surrounding communities for the Elgin O’Hare boulevard extension.
- *Reforestation:* In 2015, the Village removed over 1,000 ash trees, using both in-house and contractual crews to remove all of the remaining dead ash trees in the Village. The FY’17 budget includes \$150,000 to begin to renew the urban forest from the effects of the Emerald Ash Borer.

Village of Hanover Park - Budget Message

- *Remodel of Village Hall:* Remodeling began in Fiscal Year 2013 in order to reconfigure the Village Hall for current use following the relocation of the Police Department to its new facility. Funds have been budgeted each year to continue the remodel. Room 212 was completed in 2015, and the Village Board room completed in 2016. The Finance Counter and Lobby area have been identified for improvements in 2017.
- *Improvements to MWRD Fields:* In November of 2014, the Village Board authorized the creation of the MWRD Fields Fund that will account for the future financial activity of the maintenance and improvements to the fields. In 2015, fencing and garbage enclosures were installed. In 2016, we made improvements to include more fencing, dugouts for one baseball field, new goal posts for football field, drainage improvements, and additional aesthetic improvements. The FY'17 budget will include funds for design and improvements. During design, each field will be evaluated to see if minor modifications can be made to lessen elevation grade changes between fields, and if the fields can be rotated to give a more efficient and modern experience for parents and players alike. It may be necessary to install detention on the site to meet current Metropolitan Water Reclamation District of Greater Chicago (MWRD) standards and to make some upgrades related to accessibility. These storm water and accessibility changes are still to be determined during the design phase.

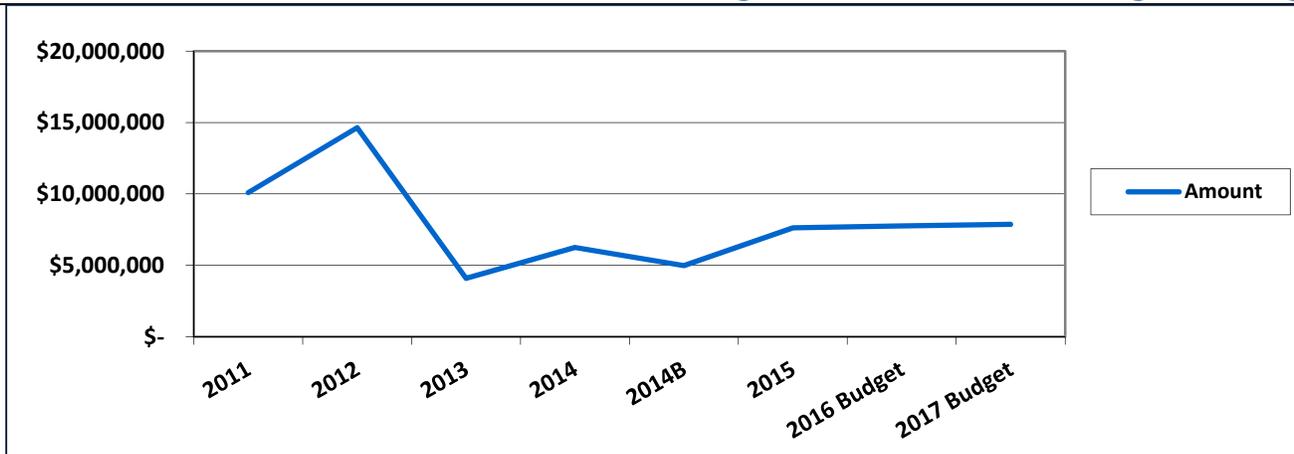
Capital Improvement Program (CIP)

The budget for the Village's Capital Improvement Program for Fiscal Year 2017 from the General Fund amounts to \$1,778,155 million. Capital project expenditures, by category, are planned as follows:

Improvements other than Buildings	\$555,000
Office Equipment	\$413,000
Other Equipment	\$510,155
Buildings	\$300,000
Total	<u>\$1,778,155</u>

The chart below records the pattern of the Village's Capital Improvement Program Budget (all funds) over the past eight years. As indicated, this program fluctuates from a high point in Fiscal year 2012, which included the construction of a new police station, to routine improvements depending upon needs identified for a given fiscal year. Additionally, funds are budgeted from the Village's Enterprise funds to account for capital improvements to the water and sewer funds and the commuter parking lot.

Village of Hanover Park - Budget Message



Fiscal Year	2011	2012	2013	2014	2014B	2015	2016 Budget	2017 Budget
Amount	\$ 10,089,331	\$ 14,635,966	\$ 4,090,290	\$ 6,243,602	\$ 4,979,663	\$ 7,614,594	\$ 7,749,027	\$ 7,862,155

Projects in the Improvements other than Buildings capital projects fund include parkway tree replacement, Lake Street planter boxes, and a Barrington Road lighting project, as well as parking lot resurfacing at Village Hall, repair of the entrance wall at Village Hall, and Village-wide drainage spot repairs.

Office Equipment projects in the capital budget include GIS implementation, a disaster recovery system, and an Infrastructure Asset Management System. It also includes enterprise agreement licensing, a website upgrade and Village Hall server and storage replacements.

Building improvements for Fiscal Year 2017 include continued improvements to Village Hall, roof replacement at the Sewage Treatment Plan, and improvements to Fire Station #2.

Water and Sewer funded capital improvements include water main replacement, and I & I Study (Longmeadow North), manhole sealing, and sanitary sewer relining and replacement.

The Central Equipment fund will be replacing eight (8) vehicles, including a combination sewer cleaner.

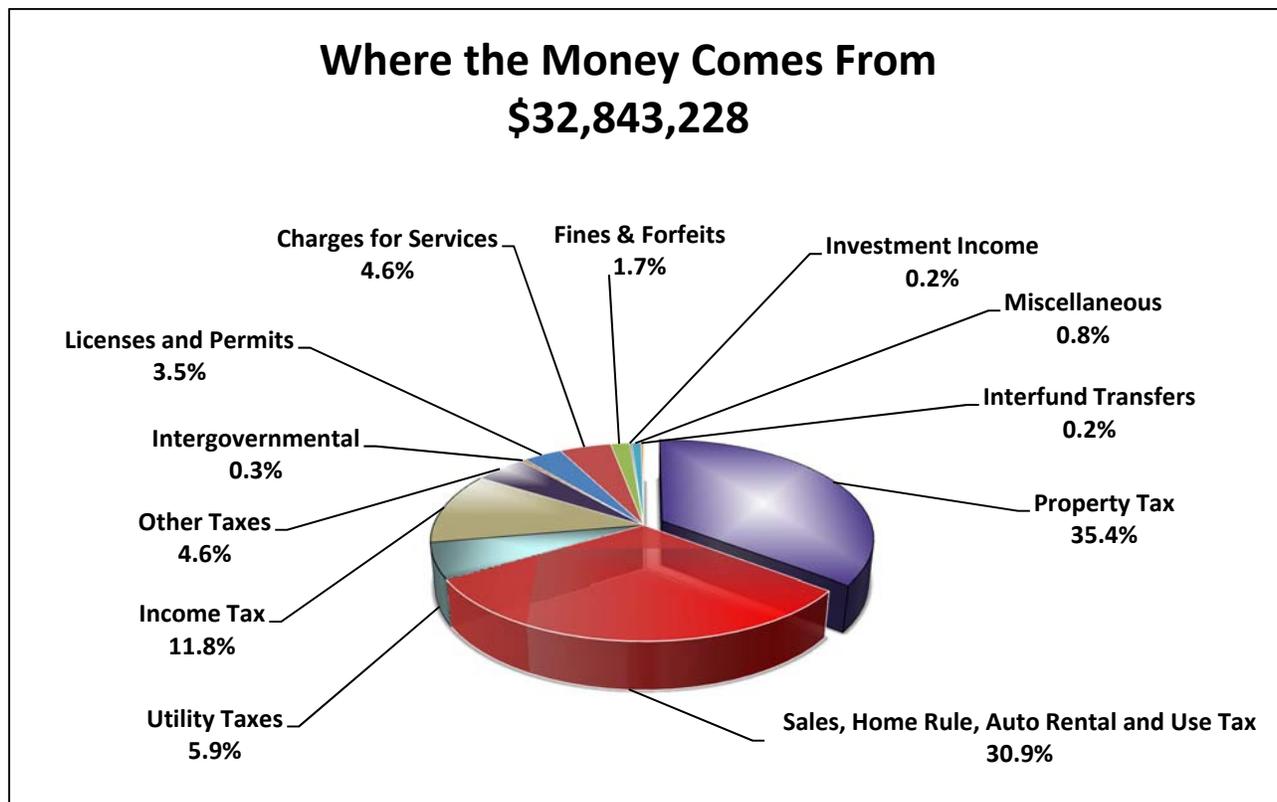
A summary and individual item details of the Village's CIP can be found in the Capital Improvement section of this budget.

General Fund

In the Governmental Funds category, the General Fund is the principal operating fund and includes allocations for Police, Fire, Public Works, Community Development, Engineering, Finance, Information Technology and Administrative Departments. It represents 53.70% of total expenditures and provides the majority of municipal services. Following the General Fund tab in this Budget Document are graphs showing historical revenues and expenditures. Presented below is a chart identifying total General Fund financial information:

Where does our revenue come from?

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

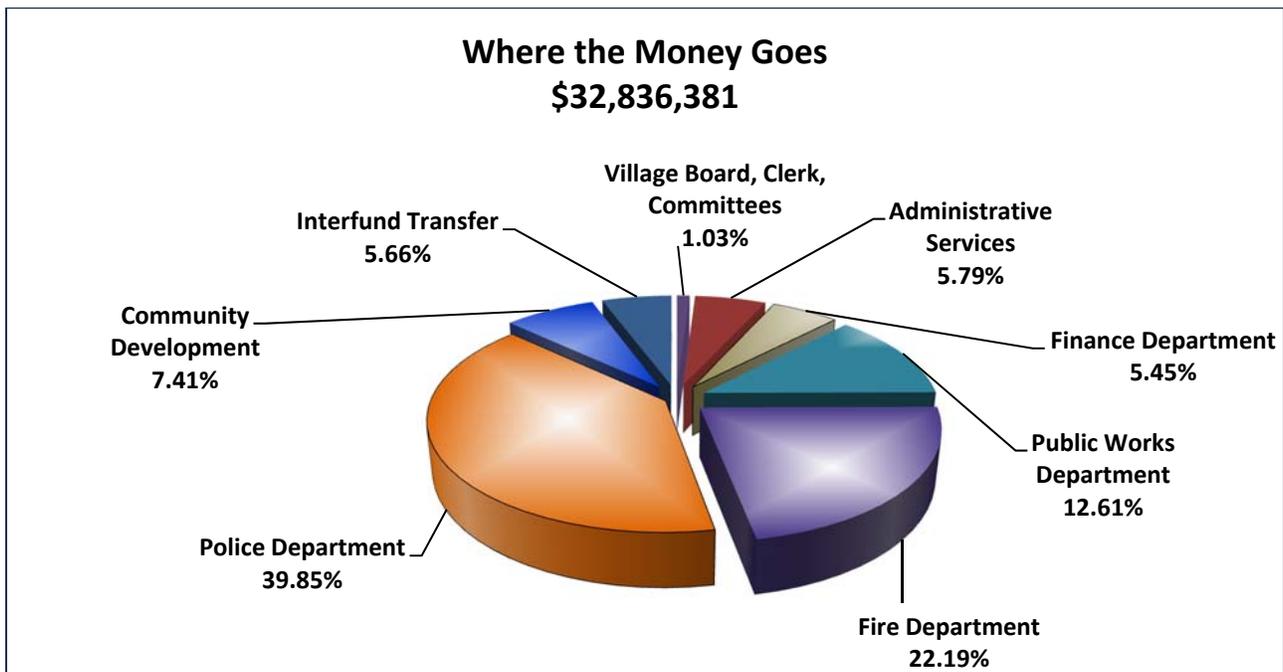


General Fund revenues are budgeted to be \$32,843,228, an increase of \$235,390 or 0.72% compared to last year’s budget. Taxes and Intergovernmental revenue increased by 2.31% due to growth in basic sales tax receipts and State Income taxes coming into the Village of Hanover Park. Licenses and Permits decreased by 11.44% due to liquor and business licenses renewal posting correction for FY2016 and lower projection for building permits in FY2017. Charges for Services decreased by 3.68% due to vehicle impound fees revenue trend data. Fine and Fees increased by 6.49% due to traffic and ordinance violation fine revenue trend data. Investment Income increased by 2.99% due to some investment maturity in FY2017. Miscellaneous revenue decreased by 48.31% due to a transfer for insurance to cover 10% of health insurance costs for FY2016. In FY2017, this 10% cost has been included in each individual departments’ line item for health insurance.

General Fund - Revenues by Category				
Revenues /All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Taxes & Intergovernmental	\$28,569,215	\$29,228,817	\$659,602	2.31%
Licenses & Permits	1,292,111	1,144,300	(147,811)	-11.44%
Charges for Services	1,566,950	1,509,250	(57,700)	-3.68%
Fines & Fees	525,600	559,700	34,100	6.49%
Investment Income	51,670	56,000	4,330	8.38%
Miscellaneous	532,198	275,067	(257,131)	-48.31%
Inter-fund Transfers	70,094	70,094	0	0.00%
Total	\$32,607,838	\$32,843,228	\$235,390	0.72%

Where does our money go?

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



General Fund expenditures are budgeted to be \$32,836,381, an increase of 1.98% or \$637,139 compared to last year’s budget. Personnel Services increased by 2.78% due in part to a union contract that was negotiated and went into effect, as well as the addition of one part-time planner position in FY 2017, split 50/50 with TIF# 3, and an increase in public safety pension contribution costs. All areas of the General fund budget were reviewed and reduced where possible in order to improve the Village’s overall financial outlook.

General Fund - Expenditures by Category				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Personal Services	\$22,783,705	\$23,416,269	\$632,564	2.78%
Commodities	1,126,831	1,053,766	(73,065)	-6.48%
Contractual Services	6,911,310	6,508,191	(403,119)	-5.83%
Inter-fund Transfer	1,377,396	1,858,155	480,759	34.90%
Total	\$32,199,242	\$32,836,381	637,139	1.98%

Special Revenue Funds

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

Special Revenue Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Motor Fuel Tax	\$1,753,128	\$1,793,128	\$40,000	2.28%
Road and Bridge	388,000	738,000	350,000	90.21%
Special Service Area #3	18,690	19,700	1,010	5.40%
Special Service Area #4	29,800	29,432	(368)	-1.23%
Special Service Area #5	435,129	115,300	(319,829)	-73.50%
MWRD	321,985	738,100	416,115	129.23%
State Restricted	33,600	54,100	20,500	61.01%
Federal Restricted	750	500	(250)	0.00%
Foreign Fire Insurance	20,500	30,500	10,000	0.00%
TIF #3	1,330,000	1,790,560	460,560	34.63%
TIF #4	100,000	100,000	-	0.00%
TIF #5	40,000	40,000	-	0.00%
Total	\$4,471,582	\$5,449,320	\$977,738	21.87%

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

Road and Bridge expenditures include Phase 1 & 2 engineering for the Arlington Road Bridge, engineering for Barrington Road Phase 3, street program design, and street resurfacing material testing and a one-time transfer to Motor Fuel Tax for Street re-surfacing project.

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

MWRD expenditures include design and improvements to the fields leased for 39 years by the Village.

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

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

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

Capital Projects Funds

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

Capital Project Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Special Service Area #6	\$78,094	\$75,094	(\$3,000)	-3.84%
General Capital Project	1,298,396	1,778,155	479,759	36.95%
Total	\$1,376,490	\$1,853,249	476,759	34.64%

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

General Capital Project expenditures include lake street planter boxes, parkway tree replacement, Village Hall entrance wall reinforcement, Village Hall parking lot resurfacing phase 2, firefighter turnout gear, record management system for PD and SCBA (self-contained breathing apparatus) Units for FD, GIS implementation, Disaster recovery system, infrastructure asset management system for public works, website upgrade and other projects such as fuel station upgrades, fire station # 2 kitchen and living quarters renovation, PW and Village Hall front counter renovation.

Debt Service Funds

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

Debt Service Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
2011 G.O. Bonds	\$642,615	\$648,213	\$5,598	0.87%
2010 G.O. Bonds	791,271	785,280	(5,991)	-0.76%
2010A G.O. Bonds	466,965	485,938	18,973	4.06%
Total	\$1,900,851	\$1,919,431	18,580	0.98%

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

Enterprise Funds

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

Enterprise Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Water and Sewer	\$12,419,590	\$12,752,534	\$332,944	2.68%
Commuter Parking Lot	523,014	573,221	50,207	9.60%
Hanover square	-	-	-	0.00%
Total	\$12,942,604	\$13,325,755	\$383,151	2.96%

The Water and Sewer Fund expense activities are associated with the delivery and disposal of water from the customers. Expenditures are budgeted to be \$12,752,534, an increase of \$332,944 or 2.68% compared to last year’s budget. A majority of the increase is related to water costs (JAWA) and the depreciation cost. In FY 2016, the appropriation used for water costs (JAWA) was based on the Village transition from Fiscal Year to Calendar Year (8 months). Other minor increases are postage services for the water monthly billing, cost of light and power for our street lights and pumping station.

Commuter Parking Lot expense activity is associated with maintaining the parking lots at the train station, for snow removal, landscaping, tree planting, parking machine maintenance, and street lighting maintenance. Expenditures are budgeted to be \$573,221, an increase of \$50,207 or 9.60% compared to last year's budget.

Internal Service Funds

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

Internal Service Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Central Equipment	\$2,014,000	\$1,471,000	(\$543,000)	-26.96%
I.T. Equipment Replacement	135,000	435,000	300,000	0.00%
Total	\$2,149,000	\$1,906,000	(243,000)	-11.31%

All Village fleet vehicles are purchased through the Central Equipment Fund. Expenditures vary from year-to-year based on fleet replacement requirements. Monies are transferred annually to this Fund in order to accumulate funding for the scheduled replacement year. The decrease in FY 2017 expenditures is primarily due to the timing of when vehicles are purchased.

IT Equipment Replacement Fund expenditures vary from year-to-year based on technology upgrade requirements. Monies are transferred to this Fund annually in order to accumulate funding for the scheduled replacement year. This fund was created in FY 2015 to mimic the Central Equipment Fund. The increase in FY 2017 expenditures are due to timing of Village Server and Data Storage upgrade.

Trust & Agency Funds

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

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

Trust & Agency Funds				
Appropriations/All Funds	Budget FY 2016	Budget FY 2017	Increase/Decrease Amount	Increase/Decrease Percent
Police Pension	\$2,094,640	\$2,622,480	\$527,840	25.20%
Fire Pension	1,070,272	1,230,240	159,968	14.95%
Total	\$3,164,912	\$3,852,720	687,808	21.73%

Both the Police and Fire Pension Fund appropriations increased in Fiscal Year 2017. This was due primarily to a retiree benefits increase (3% compounded-per year basis) and the number of public safety officers retiring each year. Current annual funding by the Village meets statutory requirements. It requires the funds to be 90% funded by 2040, which is verified by an annual actuarial analysis of each fund.

Inter-fund Transfers

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

Inter-Fund Transfers			
Transfer Out	Amount	Transfer In	Amount
General Fund	\$1,858,155	General Capital Project	\$1,778,155
Water and Sewer Fund	220,000	I.T. Equipment Replacement Fund	300,000
Special Service Area #6	70,094	General Fund	70,094
Road and Bridge	400,000	Motor Fuel Tax	400,000
Total	\$2,548,249	Total	\$2,548,249

Reserves

The Village’s policy is to maintain a minimum total unassigned fund balance of 25% of annual operating expenditures. A reserve balance at this level gives the Village the ability to maintain current operations during down economic cycles and address unexpected emergencies. The main difference between the total fund balance and the total unassigned fund balance is that the total fund balance includes advances the General Fund has made to the TIF’s, SSA’s and Debt Service Funds (Non-spendable portion). Once these funds begin to repay the General Fund, the total unassigned fund balance will be closer to total fund balance. At the end of FY’17, the unassigned fund balance is projected to be 50.21%, which is above the recommended policy requirement. Even though the unassigned fund balance exceeds the requirement of 25%, the continued deficits of the TIF#4, TIF#5, SSA #6 and the 2010A Debt Service Funds restrict the availability of General Fund balances. The fund balance is a critical component that allows the Village to maintain its current bond rating, as well as address any unexpected changes in the economy or other unanticipated expenditures. In the 2014 Strategic Plan, the Village Board set a fund balance goal of 40%. The Village will continue to plan for maintaining the unassigned fund balance at or above these recommended levels.

	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Beginning Fund Balance	10,169,989	12,861,432	14,736,692	16,620,500	16,620,500	16,766,452
Operating Revenues	30,627,230	22,770,827	33,126,657	32,537,744	32,154,874	32,773,134
Transfer In	-	-	-	70,094	70,094	70,094
Total Revenues	30,627,230	22,770,827	33,126,657	32,607,838	32,224,968	32,843,228
Expenditures	26,913,281	19,730,910	29,637,047	30,821,846	30,701,620	30,978,226
Transfer Out	1,022,506	1,164,657	1,605,802	1,377,396	1,377,396	1,858,155
Total Expenditures	27,935,787	20,895,567	31,242,849	32,199,242	32,079,016	32,836,381
Net Surplus (Deficit)	2,691,443	1,875,260	1,883,808	408,596	145,952	6,847
Total Ending Fund Balance	12,861,432	14,736,692	16,620,500	17,029,096	16,766,452	16,773,299
Less: Fund Balance Commitments:						
Nonspendable:						
Inventory, Prepaid, Advances	1,114,638	556,466	294,419	294,419	294,419	294,419
Restricted:						
Public Safety	134,910	-	-	-	-	-
Total Unassigned Fund Balance	11,611,884	14,180,226	16,326,081	16,734,677	16,472,033	16,478,880
Unassigned Fund Balance as a % of Total Expenditures	41.57%	67.86%	52.26%	50.96%	50.16%	50.18%
Fund Balance as a % of Total Expenditures	46.04%	70.53%	53.20%	51.86%	51.06%	51.08%

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

Budget Program Updates

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

- ***Infrastructure:*** In 2017, the Village will be investing \$1,000,000 into the resurfacing of Village streets. 1/3rd of Cinema Drive is scheduled to be reconstructed at an expected cost of \$696,000, with an additional 6,000 lineal feet, or 6 blocks, of resurfacing to occur on various Village streets utilizing the remaining funds. \$550,000 has been budgeted for the replacement of 950' of aged and failing water main on Oakwood Avenue and 950' on Hemlock Street. \$200,000 has been budgeted for manhole sealing and pipe lining, which will equate to approximately 60 manholes. Parking lot resurfacing will continue at the Commuter Lot with \$250,000 in funding, and is expected to repair approximately 1/3rd of the south parking lot. At this time, the Village is also applying for Community Development Block Grant Funding in the Greenbrook Ct. and Ontarioville Road areas for resurfacing and water main replacement. If awarded, the Village will be responsible to pay for the upfront cost of construction and will be reimbursed 75%. If awarded, the funds designated for roadway improvements and water main as described above will be deferred to 2018 in favor of the CDBG projects.
- ***Part 1 Crime:*** The Police Department has recorded the sixth consecutive year of record-low Part I crime in the Village. Part I Crime is the benchmark used by the FBI as they determine crime rates throughout the United States. For historical perspective, in 2010 the Village recorded 587 Part I crimes compared to 305 for 2015. The 305 total for 2015 represented a 21% drop from the previous year. It is important to note that of the 305 total Part I crimes, 85% of those incidents were crimes against property only. The Village was also named to the Neighborhood Scout America's Safest Cities list as well as the Safewise Safest Cities in Illinois list as a result of the Village's crime rate. This budget continues to provide funding necessary to help maintain these low Part 1 Crime statistics.
- ***Community Policing:*** The Police Department continues to emphasize the role of community policing in its overall service delivery and crime control strategy. Participation in the Police and Citizens Connected community outreach program continues to grow, with the Police Department's main Facebook page having reached over 5,000 unique 'likes.' Members of the Department interact with residents via social media channels, which has led to positive public relations encounters as well as the solving of crimes. Tips from the public shared with the Department via social media have led to arrests and the recovery of property in several instances. The Police Department continues to host quarterly area meetings for residents, maintains a free online public crime map with alerting capability, and a smartphone app to which anonymous tips may be sent. Members of the Department participate in a variety of

Village events and functions, including Kids at Hope, the Race to Remember, the COPS Day Picnic, and many others. The Police Department remains committed to providing responsive, professional, and community-focused policing services to the Village.

- *Village Center Plan:* Work continues on several key implementation steps, as outlined in this RTA grant funded comprehensive plan for the Village Center area. Staff worked with developers, leasing agents, property managers and consultants towards the redevelopment of Hanover Square. Also focused on the properties in the northwest quadrant of Lake Street and Barrington Road. The commercial portion of Church Street Station is now fully leased. Continued promotion of the Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, and available properties in the area. These areas were specifically marketed at the ICSC National Convention as well as regional events. Staff will continue to actively promote the Village Center area.
- *Irving Park Corridor:* Staff continues working on implementing the recommendations outlined in the Irving Park Road Corridor study, which was performed by an Urban Land Institute (ULI) Technical Assistance Panel and funded by a Local Technical Assistance grant from the Chicago Metropolitan Agency for Planning (CMAP). Several businesses have expanded or opened in the vicinity of Irving Park Rd and Barrington Road including Discount Tire, Mattress Firm, Olde Salem Café, a new Gas Station, HP Spring Cleaners and Zam Zam Meat Market. Discussions have been held for use of the MWRD property for sports-related uses as well as a nursery/educational greenhouse use. A new restaurant at the Westview Shopping Center will fill the vacant former Bakers Square building and a new fast-casual restaurant will fill the currently vacant former White Castle in the same shopping center.
- *TIF #5:* The Irving Park Road East Tax Increment Finance (TIF) district was established in 2013, around the intersection of Irving Park and Wise Roads. Staff has been working with a developer for a senior housing development proposed at 900 Irving Park Rd which will include townhomes, condominiums, assisted living units, memory care and a commercial retail pad. Staff is also promoting the vacant land east of the Olde Salem Shopping Center. Olde Salem Restaurant expanded to twice its size within the shopping center. New ethnic grocery store, Zam Zam, opened.
- *Business Retention Survey:* Community Development staff prepared and distributed a "Business Retention Survey" to all of the businesses in the community. About 75 completed surveys have been received and have been analyzed. Feedback from the surveys is being implemented. A final report was created which provided valuable input from the business community. A presentation was made to the Village Board. Business Retention visits for the major employers continue.
- *Small Business Resource Fair:* Community Development Staff partnered with ACCION Chicago to co-host the first ever Hanover Park Small Business Workshop and Resource Fair. This successful event drew over 80 attendees with 14 organizations who are available to help local entrepreneurs grow or start their business venture. Staff will work with ACCION to host similar events in the future.
- *Neighborhood Revitalization:* Staff is working with DuPage Habitat for Humanity to assist the Tanglewood-Greenbrook neighborhood through Habitat's Neighborhood Revitalization program. Habitat for Humanity intends to re-invest in this neighborhood over the next 4 years,

in coordination with several community partners to implement a series of programs to assist the residents. The goal of the program is to increase home-ownership, stabilize the neighborhood and increase the level of investment. Part of the program also includes development of several new townhomes.

- *Disconnect from Fire Protection District:* The Village Board has identified as part of the 2014, 3-year comprehensive strategic plan, a goal to have coterminous Village corporate boundaries with Village Department services areas. Following the merger in 2002 of the Ontarioville Fire Protection District with the Village of Hanover Park, several service areas were either not within the corporate boundaries of the Village or serviced by another fire protection agency. The Village has worked diligently to disconnect these areas and to provide coterminous fire response boundaries with the boundaries of the Village. The only area remaining is a portion of the Village serviced by the Bloomingdale Fire Protection District. The Village desires to reach a negotiated settlement with the Bloomingdale Fire Protection District to disconnect these areas from the District.

Volunteer Programs

Citizen Corps Council:

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

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

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

Fire Department Chaplain Program:

Chaplains provide intentional and purposeful holistic care to department members, their families, and command staff, as well as on-scene support for community residents during and after an incident. Fire Chaplains are trained in Fire Department culture and operations, pastoral care, crisis intervention,

Village of Hanover Park - Budget Message

comprehensive critical incident stress management (CISM), and grief support. They interact with social services provided by the Village and outside agencies such as the Red Cross and The Salvation Army. Chaplains regularly respond to emergency incidents within the Village and mutual aid as part of the MABAS system. Chaplains are part of the MABAS disaster response team and have been deployed both within the state and nationally.

Environmental Committee:

The Environmental Committee has been in existence since the fall of 2008, is comprised of 9 members, and meets the fourth Tuesday of each month. For the past seven years, they have hosted an annual Household Recycling Day to allow for the disposal of household products such as bicycles and eye glasses, items not fit for disposal through the weekly scavenger program, and hazardous products such as oil and antifreeze. The event also provides document collection and shredding. This event has been very popular. The Environmental Committee conducts an annual inlet stenciling program, marking inlets with “dump no waste, drains to river” and annually participates in the DuPage River Sweep. In 2011, they started a community apiary which continues to grow.

Veterans Committee:

The Veteran’s Committee was established in 2008 and has 11 members. In 2012, the Village dedicated the new Veteran’s Memorial in front of Village Hall on Veteran’s Day. The Committee was instrumental in overseeing the completion of this project. The Committee maintains an honor roll list which contains the names of 138 residents and 20 employees of the Village who have served this country. They also continue to collect supplies for soldiers who are serving overseas and continue to host annual Memorial Day and Veterans Day events. In 2014, they launched a fundraising effort to purchase a military dog sculpture. The Committee is looking into future fundraising events.

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.

CONNECT:

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

The Hanover Park Business CONNECT responsibilities include promoting Village business opportunities through promotional events and activities and providing feedback on business-related regulations and strategies. CONNECT facilitates formal and informal networking opportunities at various Village events and meetings with representatives of the business community. Specifically, they coordinate the following programs and activities on an ongoing basis.

Sister Cities Committee

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

All three cities hold membership in Sister Cities International, which is a nonprofit citizen diplomacy network that creates and strengthens partnerships between U.S. and international communities. Its objective is to build global cooperation at the municipal level, promote cultural understanding and stimulate economic development. Sister Cities International is a leader for local community development and volunteer action, motivating and empowering private citizens, municipal officials and business leaders to develop and conduct long-term sister city programs. In 2016, the Village of Hanover Park's Sister Cities Committee was awarded the Sister Cities International's 2016 Best Overall Program Award. The 2016 Sister Cities International's Best Overall Program Award recognizes a sister city program that demonstrated outstanding accomplishments in 2015.

Development Commission:

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

Finance Committee:

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

Labor & Employee Relations

The Village of Hanover Park has six labor unions which have ongoing collective bargaining. The labor contracts for both MAP (Police Officers) and IAFF (Firefighters) were settled and approved by the Village Board in FY16. Contracts for MAP (Civilians), SEIU (Part-time Firefighters) and Teamsters (Public Works) are currently in effect. MAP (Sergeants) expired on 4/30/2016 and are in negotiations.

The Fiscal Year 2017 budget reflects a total of one new part-time employee position in Community Development.

Bond Rating

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

Acknowledgements

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

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

Sincerely,



Juliana A. Maller
Village Manager

EXHIBITS

This supporting section includes the following:

Exhibit

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

Hanover Park

VILLAGE OF HANOVER PARK GENERAL AND DEMOGRAPHIC INFORMATION

Location

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

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

History

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

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

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

Village Services

Police Protection

The Village of Hanover Park is served by 61 sworn full-time police officers and 36 civilian personnel. The Village has a fleet of 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 12 part-time firefighters. Firefighters are supplemented by a volunteer Chaplain and 15 volunteer Fire Corps Members. Additionally the department manages the Village’s Inspectional Services Division staffed by a Chief of Inspections, three inspectors and two permit coordinators. The Inspectional Services Office (ISO) has granted an advisory fire protection classification of four.

Public Works

A total of 47 full-time and 3 part-time Public Works employees are dedicated to keeping the Village running smoothly and looking its best. Crews plant, trim Village trees; repair curbs, gutters and sidewalks; plow over 99 miles of Village streets and repair potholes; provide water service, sewage treatment, and maintain over 206 miles of storm and sanitary sewers; and maintain the Village’s fleet of 150 vehicles.

Statistics regarding the water utility include:

Population Served	37,973	
JAWA Lake Michigan Supplied	873,151	Kilo Gal.
Village Supplied	16,009	Kilo Gal.
Total Distribution Pumpage	889,160	Kilo Gal.
Daily Average Pumpage	2,436	Kilo Gal.
Miles of Water Mains	112.35	
Number of Metered Customers	10,402	

Park District and Library Services

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

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

Building Statistics

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

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

Water and Sewer Charges (Effective 1/1/2017)		
Water Rate	\$9.35	Per 1,000 gallons of water Used
Service Fee of \$12.50 applied to every Monthly bill		
Sewer Rate		
Cook County	\$2.07	Per 1,000 gallons of water used
DuPage County	\$5.57	Per 1,000 gallons of water used

Demographics ⁽¹⁾

Socio-Economic Data (per 2010 census)

Age, Female and Male Distribution

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

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

Population Characteristics

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

¹ 2010 Census of Population

VILLAGE OF HANOVER PARK
FINANCIAL MANAGEMENT POLICIES

INTRODUCTION

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

BUDGET POLICIES

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

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

CAPITAL IMPROVEMENT POLICIES

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

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

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

INVESTMENT POLICIES

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

CAPITAL ASSET POLICY

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

DEBT POLICIES

As a home-rule unit of local government, the Village does not have a debt limit under the 1970 Illinois Constitution. Unlike home-rule units of government, non-home-rule units of government do have a debt limit of 8.625% of their most recent equalized assessed valuation (EAV).

Debt Guidelines

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

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

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

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

The Village will limit its outstanding general obligation debt to be paid by property taxes to 7.50% of its most recent EAV (using the 2015 EAV, the maximum outstanding general obligation debt to be paid by property taxes would be \$39.4 million).

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

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

Guidelines on the Refunding of Outstanding Debt by Issuing New Debt

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

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

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

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

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

REVENUE POLICIES

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

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

RESERVE AND FUND BALANCE POLICIES

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

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

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

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

ACCOUNTING, AUDITING, AND FINANCIAL REPORTING POLICIES

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

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

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

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

Adopted: March 9, 1981

Revised: March 20, 2003

BASIS FOR BUDGETING

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

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

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

BUDGET PROCESS

The budget process is developed to provide public input and foster decision-making. The Fiscal Year 2017 Budget calendar is included in this exhibit. On August 4, 2016, a public hearing was held to allow the residents to speak about any topic relevant to the Village budget. On August 4, 2016, a public hearing was also held to allow Elected Officials to discuss the public input, community needs, personnel, expenditures, fees and revenues, and policies and goals. A budget instruction manual was prepared and distributed to everyone participating in the budget process on June 14, 2016. The manual included the Village Board goals, a preliminary budget calendar, and instructions for completing budget forms and reports.

Departments prepare operating and capital project expenditure requests. The budget team, comprised of the Village Manager, Finance Director, and Finance Committee, review departmental submittals. The Finance Director projects major General and Water and Sewer Fund revenues. All departmental budgets were submitted to the Village Manager in August 12, 2016.

The Finance Committee is an integral component of the budget preparation process. The Finance Committee advised the Village Board on matters concerning Finance. At Finance Committee meeting held on September 13, 2016, staff presented the preliminary budget to the Finance Committee. They provided feedback and input to staff.

The preliminary budget is developed based on Board policies and the review of departmental submittals. New initiatives and resource enhancement requests are outlined in the preliminary operating and capital budget reports submitted to the Village Board. At the Village Board Workshop on October 1st, October 6th and October 20, 2016 the proposed budget was presented to the Village Board and public to solicit comments and input. This session occurred prior to the formal budget document development. Following public input and Board direction, the final budget document was assembled. The Government Finance Officers Association (GFOA) Distinguished Budget Presentation Award evaluation comments were reviewed and, if possible, improvements were incorporated into the final document.

The final budget was placed on file for public review on November 16, 2016, and a Budget Law Public Hearing was conducted on December 1, 2016. The document was presented to the President and Board of Trustees for adoption prior to the beginning of the fiscal year on December 1, 2016.

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

The document herein is the product of this budgetary process. The budget establishes revenues and expenditures for the period from January 1, 2017 through December 31, 2017.

FISCAL YEAR 2017 BUDGET CALENDAR

2016

JUNE

14 Distribute Budget Instruction Manual

AUGUST

1 All specific budget assigned areas, i.e. salaries, insurance, utility costs, etc. are to be available to Department Heads. Departments develop "final" budgets.

4 Fiscal Year 2017 Budget Elected Official & Public Input at 7:00 p.m.

12 All department, committee and commission budgets are to be submitted to the Village Manager's Office by 4:30 p.m.

15-23 Budget Team review with Department Heads

SEPTEMBER

13 Finance Committee Meeting

OCTOBER

1 Present preliminary FY '17 Budget to Village President and Board of Trustees at Board Workshop

NOVEMBER

3 Draft 2016 Property Tax Levy and draft FY'17 budget for Village Board review

14 Put FY'17 Budget on file for public review (10 days before Budget Law Hearing)

DECEMBER

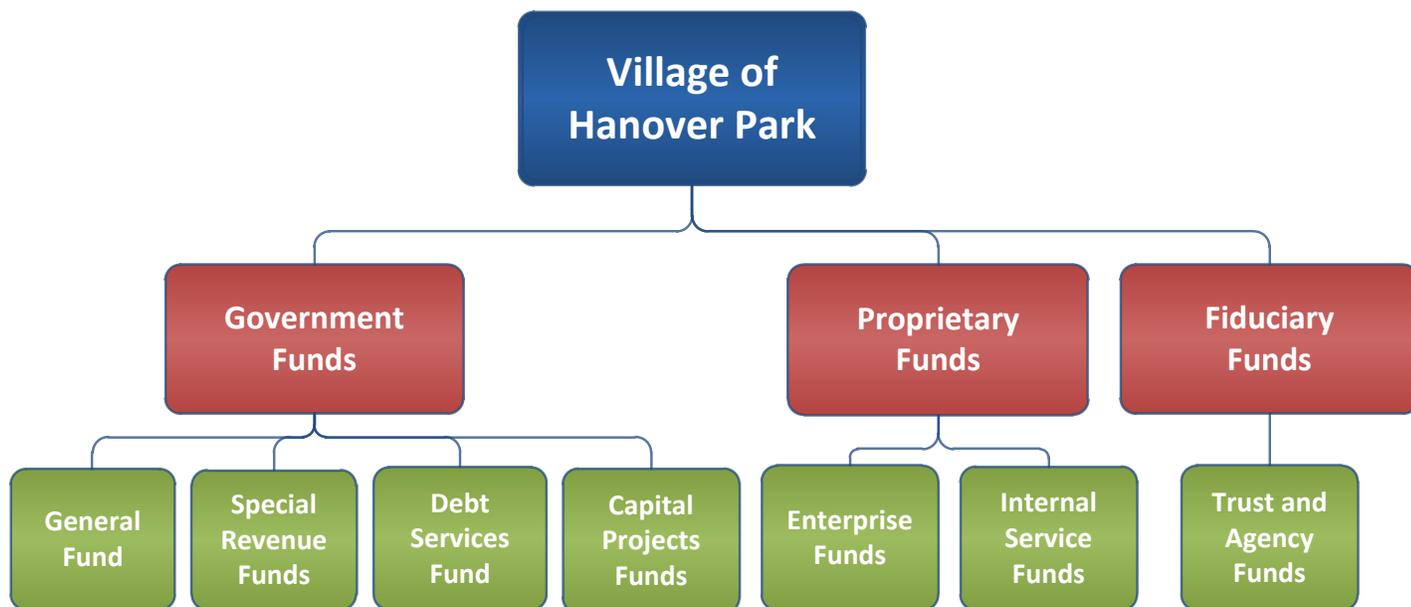
1 7:00 p.m. Budget Law Public Hearing on FY'17 Budget

1 7:00 p.m. Board Meeting - Pass Budget Ordinance adopting FY'17 Budget

JANUARY

1 Start of Fiscal Year 2017

FUND STRUCTURE AND DESCRIPTION OF FUNDS



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

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

The following major funds are budgeted:

Governmental Funds

General Fund, Motor Fuel Tax

Proprietary Fund

Waterworks and Sewerage Fund

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

GOVERNMENTAL FUNDS

General Fund

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

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

Special Revenue Funds

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

Motor Fuel Tax Fund

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

Road and Bridge Fund

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

Special Service Area #3 Fund

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

Special Service Area #4 Fund

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

Special Service Area #5 Fund

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

(Metropolitan Water Reclamation District) MWRD Fields Fund

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

State Restricted Fund

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

Federal Restricted Fund

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

Foreign Fire Insurance Tax Fund

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

Tax Increment Finance Area #3 Fund

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

Tax Increment Finance District #4 Fund

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

Tax Increment Finance Area #5 Fund

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

Debt Service Funds

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

General Obligation Bonds Series of 2011

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

General Obligation Bonds Series of 2010

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

General Obligation Bonds Series of 2010A

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

Capital Projects Funds

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

Special Service Area #6 Fund

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

General Capital Projects Fund

The General Capital Projects Fund accounts for the purchase of land, machinery, office equipment and furniture and for various capital improvements. Financing is provided by transfers from other Village funds (General and Water/Sewer).

PROPRIETARY FUNDS

Enterprise Funds

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

Water and Sewer Fund

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

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

Municipal Commuter Parking Lot Fund

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

Hanover Square Fund

The Hanover Square Fund accounts for the activities of a shopping center property purchased in Fiscal Year 2012 by the Village of Hanover Park. All activities necessary to provide such services are accounted for in this fund including, but not limited to, operations, maintenance and rent collections. This fund closed. In September 2015, the Village entered into a joint venture with developer to renovate and operate the Hanover Square Shopping Center.

Internal Service Funds

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

Central Equipment Fund

The Central Equipment Fund is responsible for the purchase of all Village vehicles for various other funds throughout the Village. Financing is provided through transfers from the General, Water and Sewer and Municipal Commuter Parking Lot Funds. This fund is reported in the Governmental Activities column in the Village's Government-Wide Financial Statements.

I.T. Equipment Replacement Fund

The I.T. Equipment Replacement Fund was a newly created fund in the 2015 budget and is responsible for the purchase of all Village information technology equipment for various other funds in the Village. Financing will be provided mainly through transfers from the General and Water and Sewer Funds. This fund will be reported in the Governmental Activities column in the Village's Government-Wide Financial Statements.

FIDUCIARY FUNDS

Trust and Agency Funds

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

Police Pension Fund

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

Firefighters Pension Fund

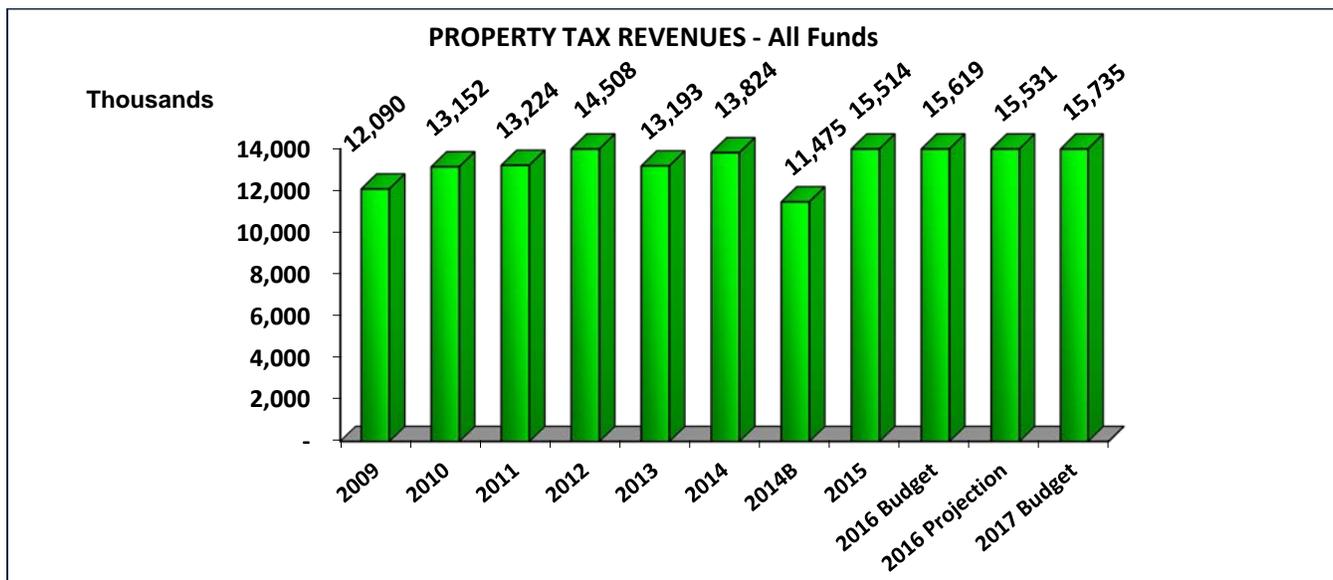
The Firefighters Pension Fund accounts for the accumulation of resources to pay pension costs. Resources are contributed by sworn firefighters' members at a fixed rate of 9.455% as mandated by the state statute and by the Village as determined by an independent actuary.

REVENUE TRENDS AND PROJECTIONS

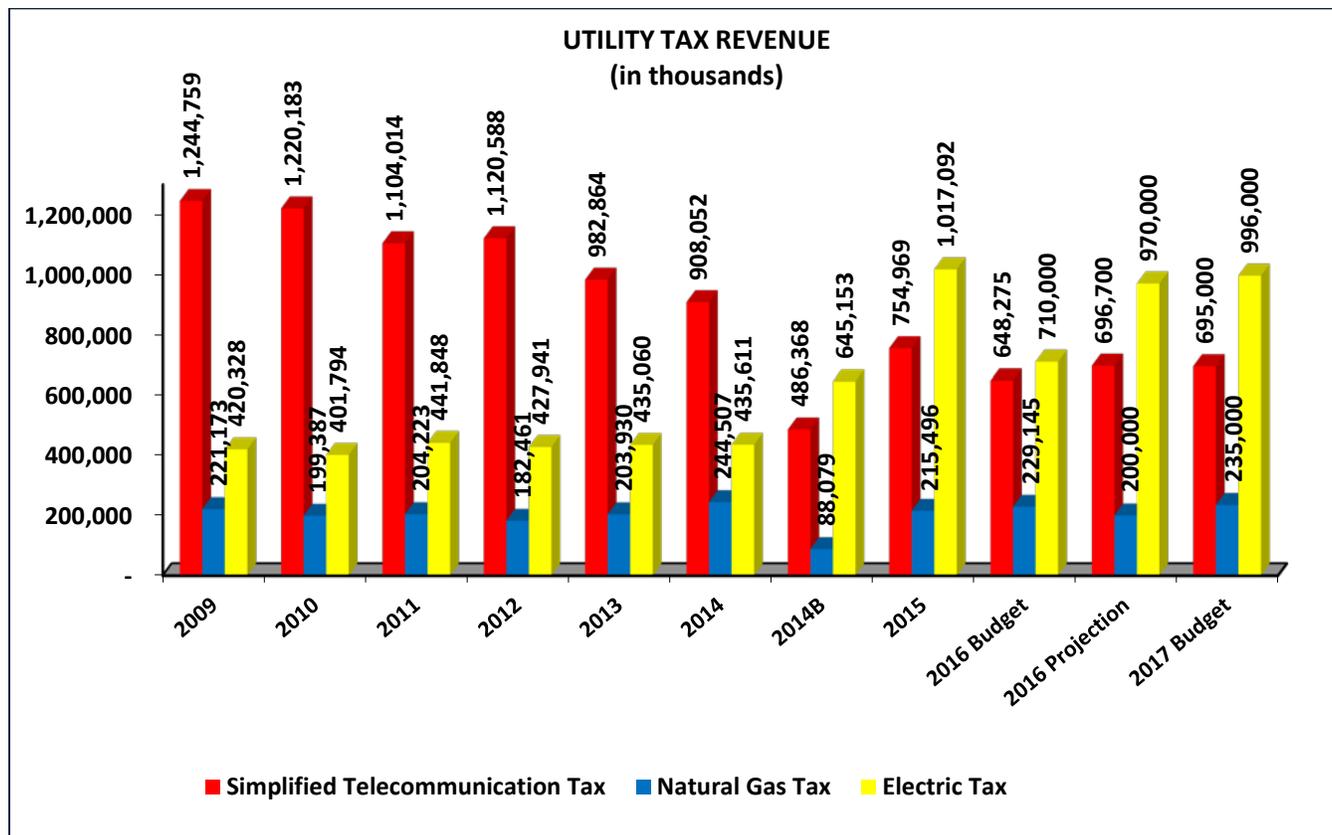
Property Taxes – This category includes Property taxes, Personal Property Replacement taxes, Road and Bridge taxes and all Special Service Area and Tax Increment Financing District taxes. Property taxes are the Village’s single largest source of revenue. Property taxes, including tax revenues for special service areas and tax increment districts, account for 25.96% of total revenues for the Village.

The Village Board has attempted to limit property tax increases with an 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. The FY 2017 proposed budget does not include a property tax increase (Corporate and Debt Service). Various user fees were increased in Fiscal Year 2005 and in Fiscal Year 2013 to reduce the Village’s reliance on the property tax. In Fiscal Year 2006, the Simplified Telecommunications Tax rate was increased from 3.25% to 6.0% to continue this trend and make the Village comparable to other surrounding communities. In addition, the Village increased the Home Rule Sales Tax from 0.50% to 0.75% starting in Fiscal Year 2014, making it more in line and comparable with surrounding communities.

The Village of Hanover Park is located within two counties; DuPage and Cook. The Village’s blended property tax rate represents an average of both counties. Property taxes are assessed on all the property contained in the Village at one-third the market value. Assessed valuations are determined by the townships and the counties and then an equalization factor is applied by the State Department of Revenue. The Village levies the dollars it requires from property taxes and the County Clerks determine the property tax rate necessary to produce the amount that the Village levies.



The Village has attempted to maintain the assessed value within the Village and in past years limited to the total levy increase by no more than 5% over the prior year’s tax levy. The increase from 2011 to 2012 was due to the 2010 and 2010A General Obligation Bonds being issued and refinancing the 2004 General Obligation Bonds. These bonds are to be financed by property tax revenues. In FY 2017, property tax revenues increased by .74% compared to the FY 2016 budget. Even though the proposed tax levy is zero percent increase (0.%) for FY2017 budget, the General Fund property tax 2016 tax levy to be collected in FY2017 has been increased by .26% over the FY 2016 budget for 2015 tax levy, because the decrease in Debt Service 2016 tax levy requirement was added to the General Fund tax levy. Additional information and graphs regarding property taxes and assessed values are contained in Exhibits G and H later in this section.



Utility Taxes – Telecommunication Tax

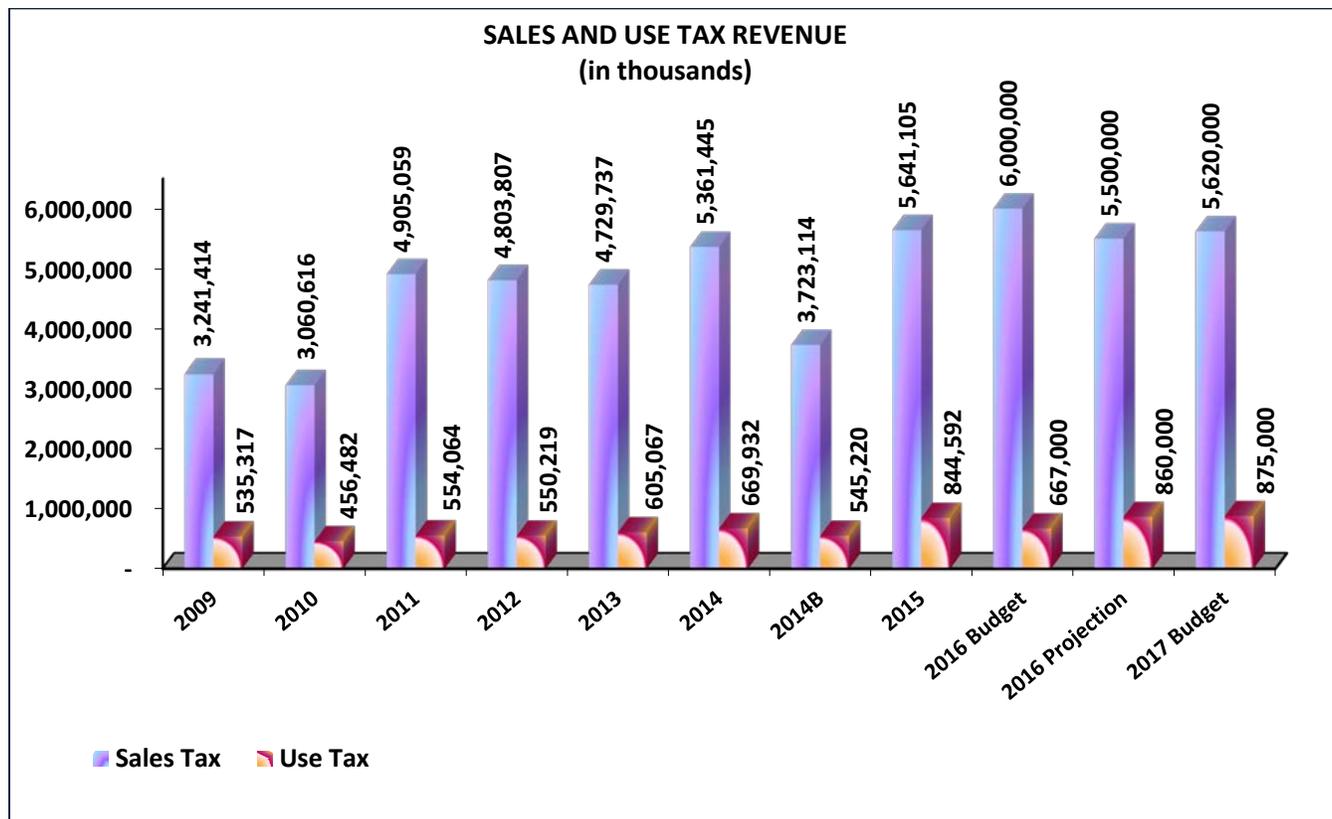
Through the Simplified Municipal Telecommunication Tax, Hanover Park imposes a 6.0% tax on telecommunication services. This tax is collected and distributed by the State and is imposed on voice lines, cellular phones, and any other telecommunication devices. The FY2017 budget of \$695,000 is lower than the FY2016 projection of \$696,700. This is due to a consistent decrease in this revenue source in Hanover Park and throughout the region. This downward trend in telecommunication tax receipts can be attributed to: 1) more customers cancelling their landlines; 2) only calls and texts are taxable, as data packages are not subject to the tax; and 3) trends in cell phone packages switched from unlimited data and a fee per call or text to include unlimited talk (including free long distance) and text packages.

Utility Taxes – Natural Gas Tax

Hanover Park imposes a \$0.015 per therm. Natural Gas Tax is a fee charged to residents and businesses for the purchase of natural gas. It is calculated on the total amount of therms transported through the Nicor distribution system. The FY2017 budget of \$235,000 is higher than the FY2016 projection of \$200,000 due to the prediction of extremely cold weather in FY 2017 “La Nina”.

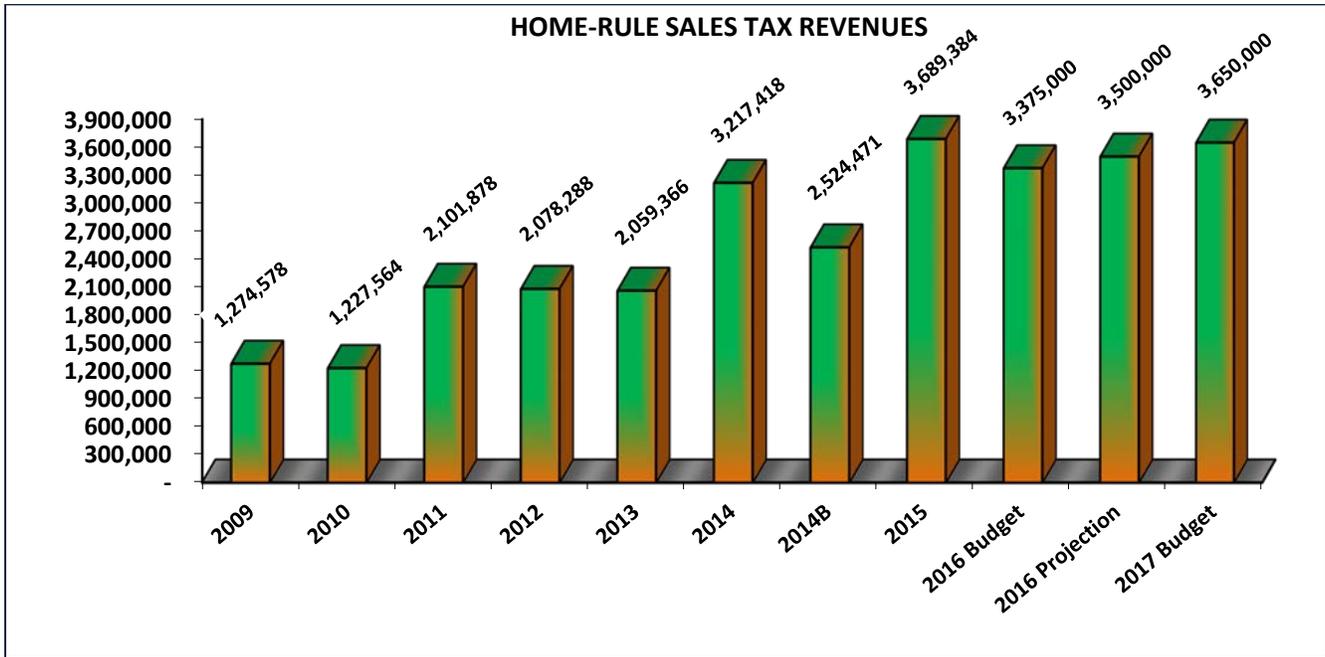
Utility Taxes – Electric Tax

The Village tax on electricity is based upon established rates per kilowatt-hours used or consumed in a month. Revenue received from these taxes is generated based on actual usage and largely depend on fluctuations in temperature and population. The FY2017 budget of \$996,000 is higher than the FY2016 projection of \$970,000. The increase is due to the Village imposed increase on electric tax in 2014.

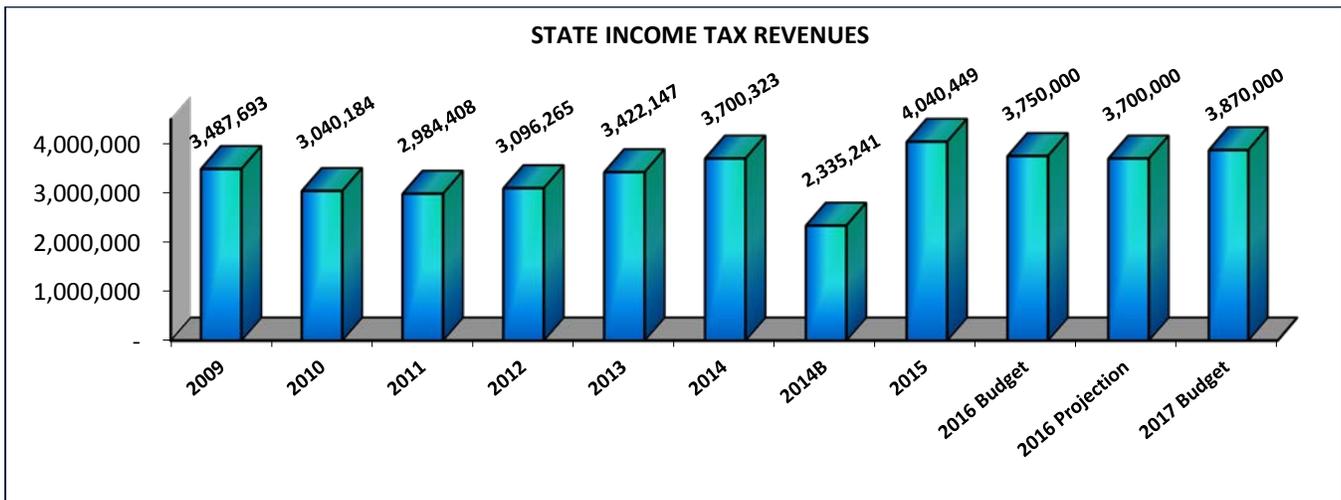


General Sales Tax – The current general merchandise sales tax rate in Hanover Park (**Cook County**) is 9.75%. This is a combination of rates for the State of Illinois (6.25%), the Cook County Home Rule (1.75%), the Regional Transportation Authority (1.00%) and the Hanover Park Home Rule (0.75%). Sales tax rate in Hanover Park (**DuPage County**) is 7.75%. This is a combination of rates for the State of Illinois (6.25%), the Regional Transportation Authority (0.75%) and the Hanover Park Home Rule (0.75%). The State Rate is further divided with 5.25% going to the State and the other 1.00% being distributed to the Village. It is this 1.00% that represents General Sales Tax. The FY2017 budget of \$5,620,000 includes a 2.18% increase over the FY2016 projection of \$5,500,000. This revenue will increase or decrease based on the dollar amount of general merchandise purchased within the Village. The anticipated increase is based on the projections provided by the State of Illinois budget office and have been adjusted to account for increased sales. This projection is based on increases in retail grocery sales within Hanover Park. Also, in the future, sales tax revenues are expected to increase even more due to additional economic development and an overall improvement in economic conditions.

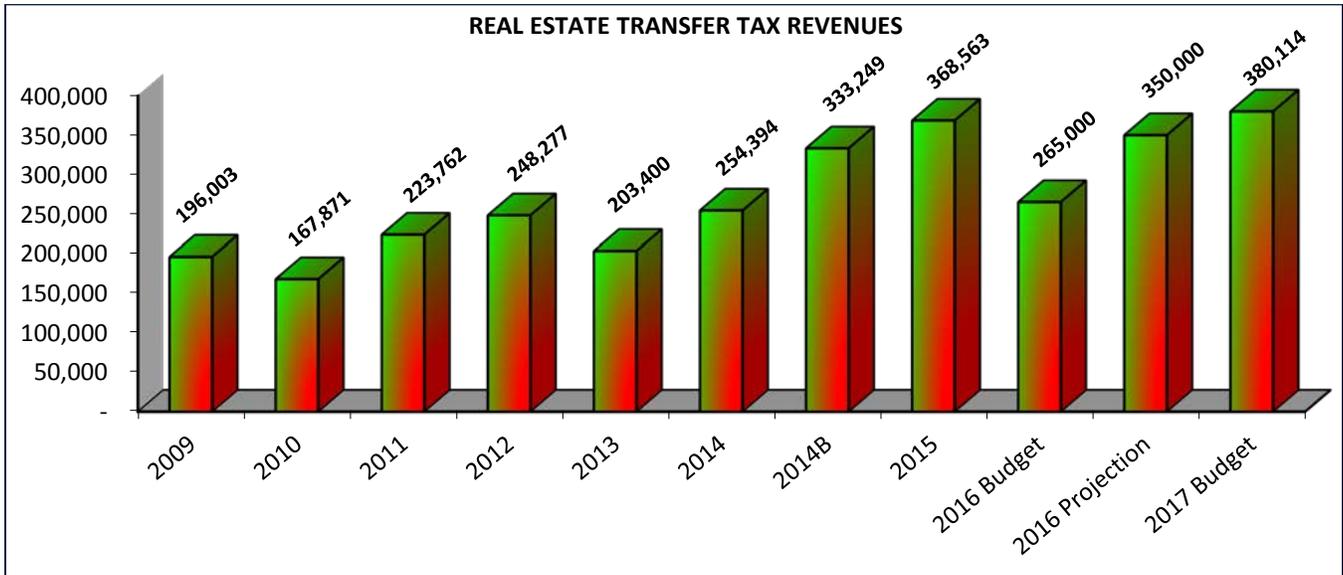
State Use Tax - based on purchases made outside one’s state of residence on taxable items that will be used, stored or consumed in one’s state of residence and on which no tax was collected in the state of purchase. The FY2017 budget of \$875,000 includes a 1.74% increase over the FY2016 projection of \$860,000. The estimated increase was based on revenue trend data.



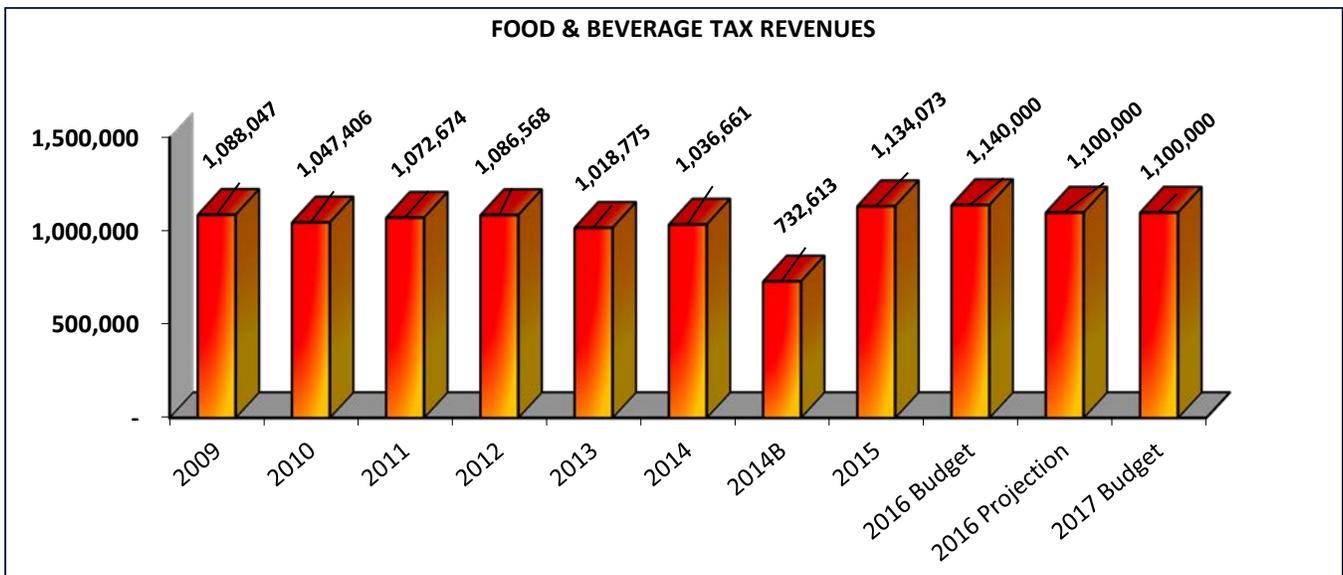
Home-Rule Sales Tax Revenues – The Village of Hanover Park is a home-rule municipality. State statutes allow home-rule municipalities the ability to impose an additional sales tax on all retail sales items except food and drugs. The Village instituted a home-rule sales tax of one-half of one percent (1/2%) in FY1995 and increased the tax to three-fourths of one percent (3/4%) in Fiscal Year 2014. The Home Rule Tax does not apply to the sale of vehicles or qualifying food and drugs (General Sales Tax). The FY2017 budget of \$3,650,000 includes a 4.29% increase over the FY2016 projection of \$3,500,000. This revenue has followed the pattern of general sales tax revenue in being impacted by economic development and the performance of the local economy.



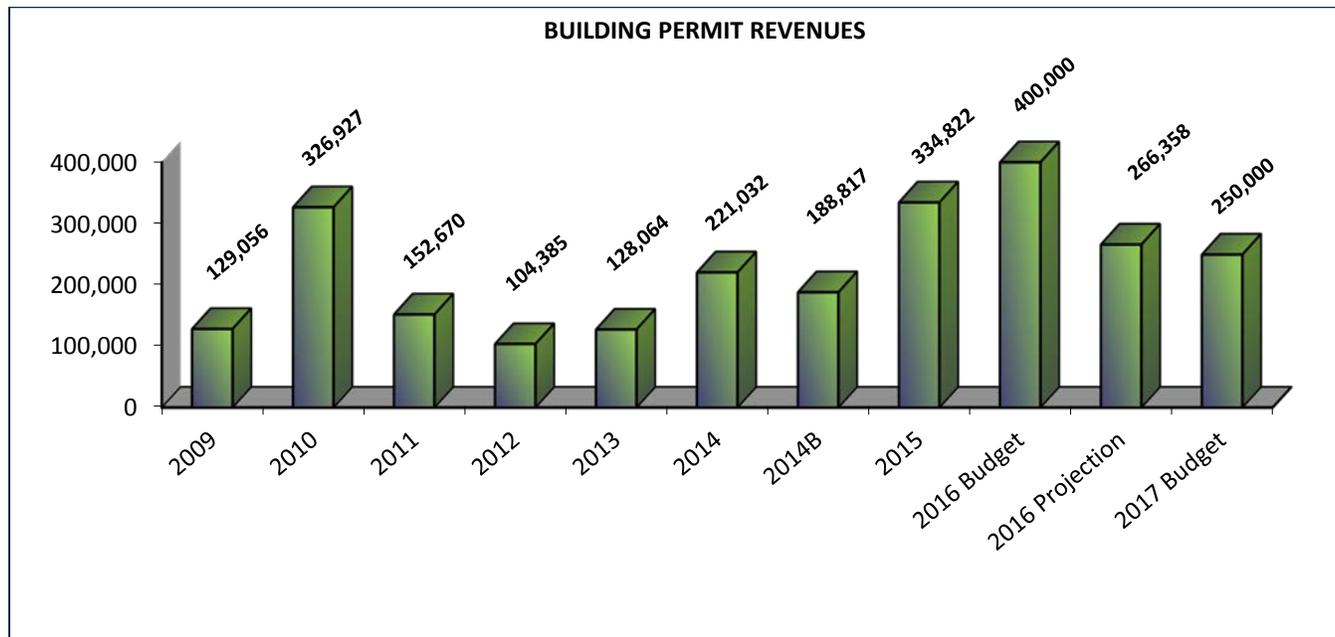
State Income Tax - The Village receives a portion of State Income Tax receipts on a per-capita basis. While both the individual and corporate rates were increased in 2011, the municipal share was adjusted so that 100% of the increase would remain with the State. The economic recession has had a dramatic impact on Hanover Park's Income Tax receipts. FY2009 receipts of \$3,487,693 dropped to \$3,040,184 in FY2010 and continued to decrease to \$2,984,408 for FY2011. Signs of stabilizations began to show in both FY2012 and FY2013 and the FY2014 Income Tax receipts came in at \$3,700,323, a total of \$212,630 above the FY2009 level. The FY2014B actual amount of \$2,335,241 is due to the Village switching from Fiscal Year to Calendar Year Effective May 1, 2014. The FY2017 budget of \$3,870,000 includes a 4.59% increase over the FY2016 projection of \$3,700,000.



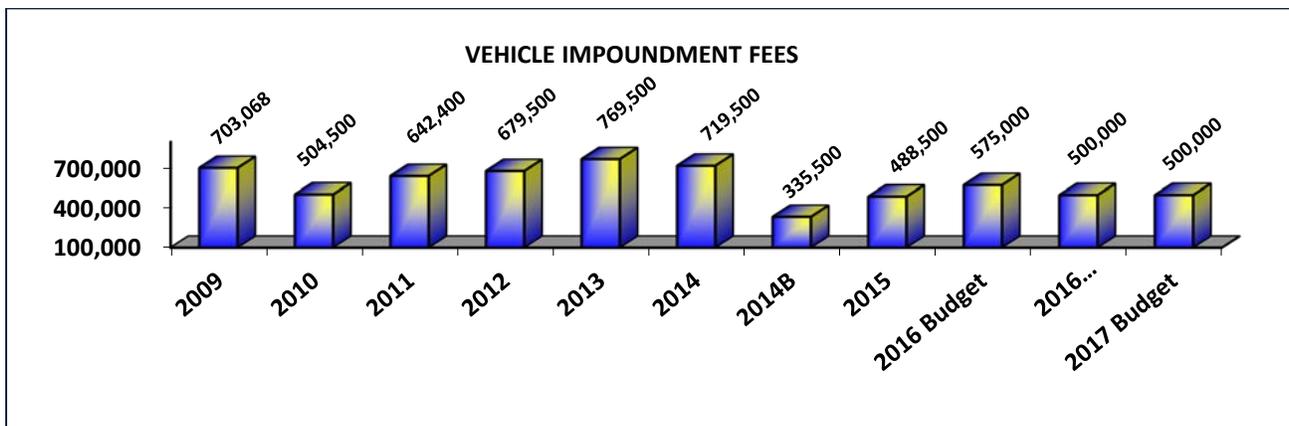
Real Estate Transfer Tax – The Village’s real estate transfer tax is \$1.50 per \$500 of sales price. This tax was instituted in FY1997 to pay for approximately 50% of the annual debt service of the 1996 General Obligation Bond Issue. This bond issue was refunded by the 2002 General Obligation Refunding Bonds. The tax was intended to fund the majority of the 2002 debt payments through FY2012. Once the Bonds were paid, all real estate transfer tax revenues began flowing through the General fund. In FY2014, the Village reviewed the tax and decided not to increase it. A benefit of this tax is that the Village is able to collect unpaid accounts receivable balances for water and sewer services and parking tickets prior to issuance of a transfer stamp. All outstanding amounts must be paid in full before the real estate transfer tax stamp can be issued. This revenue is linked directly to housing sales. Real Estate transfer tax revenue declined significantly over the period FY2009 to FY2010 with subprime mortgage defaults, foreclosures, reduction in sales and reduction in houses being sold. In FY2011 and FY2012, sales began to rise slowly. In FY2014B, there was a big jump in revenues in the amount of \$78,900 compared to FY2014. The increase was due to the issuance of transfer stamp for two (2) commercial properties located at 4175 Chandler Drive and 6325 Muirfield Drive. The FY2015 actual revenue of \$368,563 exceeded the budgeted amount by \$83,563. The FY2017 budget of \$380,114 includes an 8.60% increase over the FY2016 projection amount of \$350,000. Any major changes in the economy as well as the mortgage interest rates can have a substantial impact on home sales and the real estate transfer tax received by the Village.



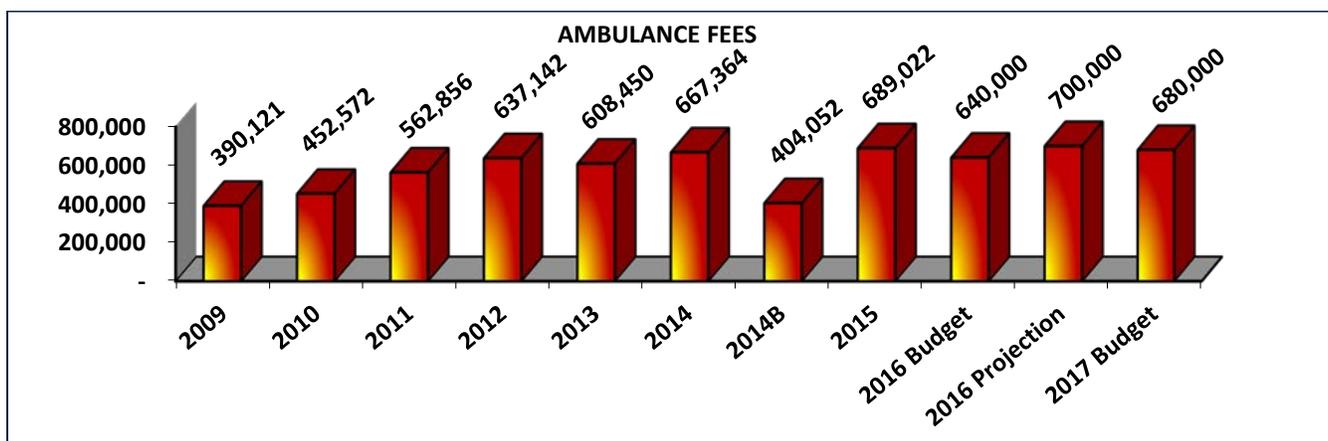
Food and Beverage Tax Revenues – This is a 3% tax on the sale of retail food and alcoholic beverages prepared for immediate consumption. This tax is remitted to the Village on a monthly basis and directly deposited into the General Fund. The Village imposed a three percent (3%) tax on prepared food and beverages in the 1980s. With openings and closing of restaurants and stores, small fluctuations have since occurred. For the most part, this revenue has been relatively constant from FY2009 through FY2014. The FY2014B actual amount of \$732,613 is lower compared to FY2014 because the Village switched from a Fiscal Year to Calendar Year budget Effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual revenue of \$1,134,073 was under budget by \$5,927 from FY2015 estimated revenue. The FY2016 projection of \$1,100,000 is lower by \$40,000 from the FY2016 budgeted amount of \$1,140,000. For FY2017, the total budget amount of \$1,100,000 is the same amount as the FY 2016 projection.



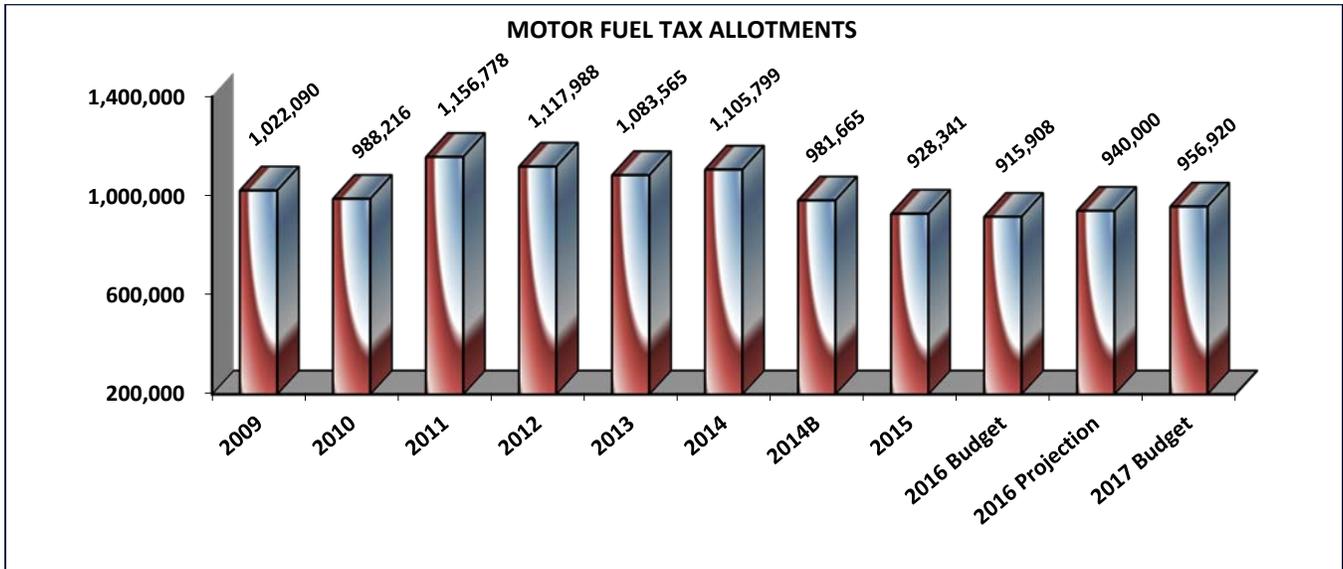
Building Permit Revenue – Building Permits must be purchased prior to construction. Permit fees vary depending upon the nature of the construction. Building permit revenues are directly tied to economic growth and development within the Village. In FY2010, there is a significant increase due to development of M/I Homes. This is a transit-oriented development near the commuter station and combines residential and commercial units. Commercial development also occurred in FY2010 in the Village’s Tax Increment Financing Districts, including the construction of a Nursing Care facility and various large expansion projects in the Village’s industrial parks. Since FY2010, building permit revenues decreased and remained stagnant through FY2014B as the economic conditions for building or renovating facilities was slow to recover. In FY2015 total revenue collected was \$334,822 due to the remodeling of a commercial building located at 1200 Central Avenue, an addition to a commercial building at 4525 Turnberry Drive, and the construction of Barrington Bank and Trust at 6800 Barrington Road. The FY2016 projected is lower by \$133,642 due to some of the projects being completed in FY2015 such as Barrington Bank and Trust and the 1200 Central commercial building remodeling. FY2017 estimated budget includes the anticipation of the redevelopment of 900 Irving Park Road.



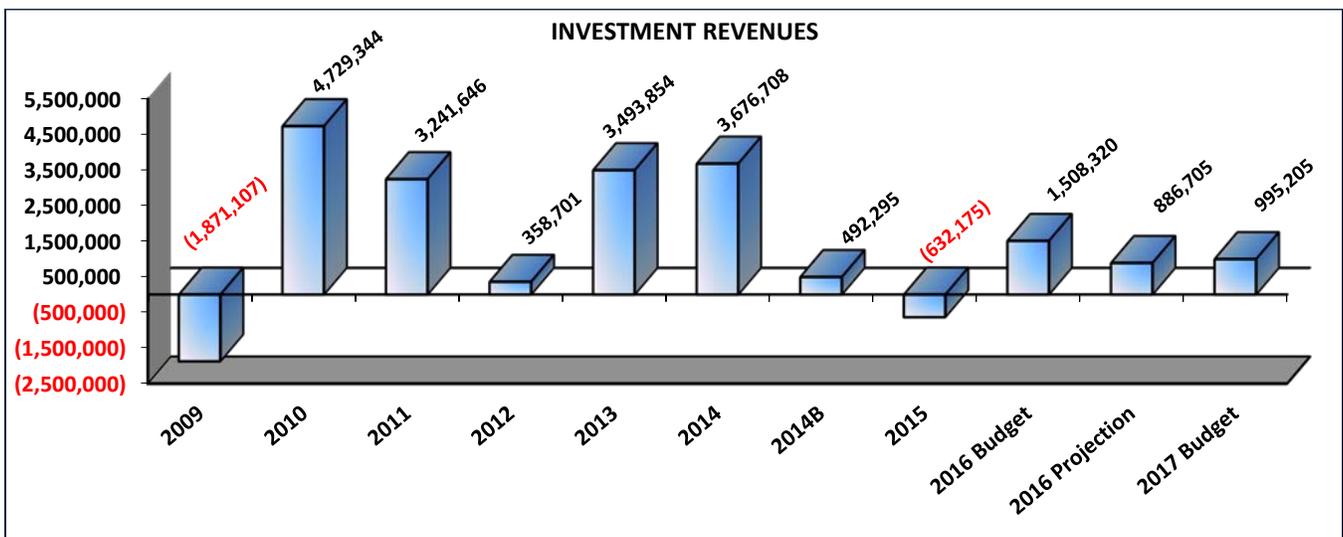
Vehicle Impoundment Fees – The Village instituted a \$500 vehicle impoundment fee during Fiscal Year 2004. This revenue is intended to partially offset the substantial cost of police officer time on vehicle impoundments associated with driving under the influence and suspended or revoked license enforcement. The fee was expanded during Fiscal Year 2005 to include the following additional violations: driving with no valid driver's license, drag racing, firearms offense and fleeing or attempting to elude. The fee applies when a person is arrested for any of the above violations and their vehicle is impounded. FY2009 revenues increased due to additional staffing in Police Department. Gradual increases have occurred from FY2010 through FY2014. The FY2014B actual amount of \$335,500 is lower compared to FY2014 of \$719,500 because the Village switched from Fiscal Year to Calendar Year Effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual revenue collected of \$488,500 is \$161,500 less than the budget amount. The FY2016 projection of \$500,000 is \$75,000 less than budget amount. The Village believes this trend will continue in FY2017 due to motorist being aware of the Village Code and following road rules and regulations.



Ambulance Fees – The Village charges a fee for ambulance transport to local hospitals in order to recoup a portion of the cost of providing this service. Ambulance fees are directly associated with Fire Department paramedic activities. From FY2009 through FY2014, revenues gradually increased due to an increase in volume of calls for service. Starting in Fiscal Year 2012, the Fire Department implemented non-emergency ambulance transfers through the Claremont rehabilitation center, as well as village-wide. The FY2014B actual amount of \$404,052 is lower compared to FY2014 of \$667,364, because the Village switched from a Fiscal Year to Calendar Year budget Effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual revenue collected of \$689,022 is \$39,022 more than the budget amount. The FY2016 projection of \$700,000 is \$60,000 more than budget amount due to Village passing an Ordinance to increase fees for cost recovery for medical services on January 21, 2016. FY2017 estimated budget of \$680,000 is \$20,000 less than FY2016 projected revenue amount.

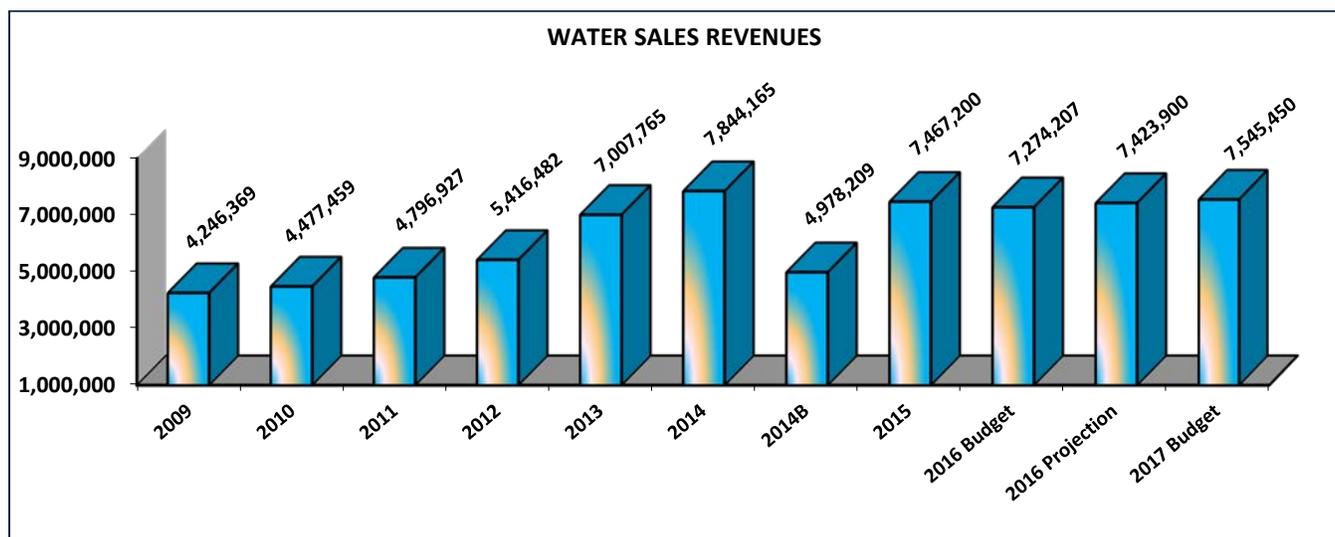


Motor Fuel Tax - The Village receives a portion of the State Motor Fuel Tax (MFT) on a per-capita basis. Funds are used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the Village’s share of the gasoline tax. This revenue fluctuated through FY2015 due to gasoline prices. The FY2015 actual revenue collected of \$928,341 is \$68,659 lower than the budget amount. The FY2016 projection of \$940,000 is \$24,092 more than budgeted amount due to gasoline prices fluctuation. FY2017 motor fuel tax revenue is budgeted at \$956,920 based on the projection rate of \$25.20 per capita rate information from the Illinois Municipal League and historical trend data.

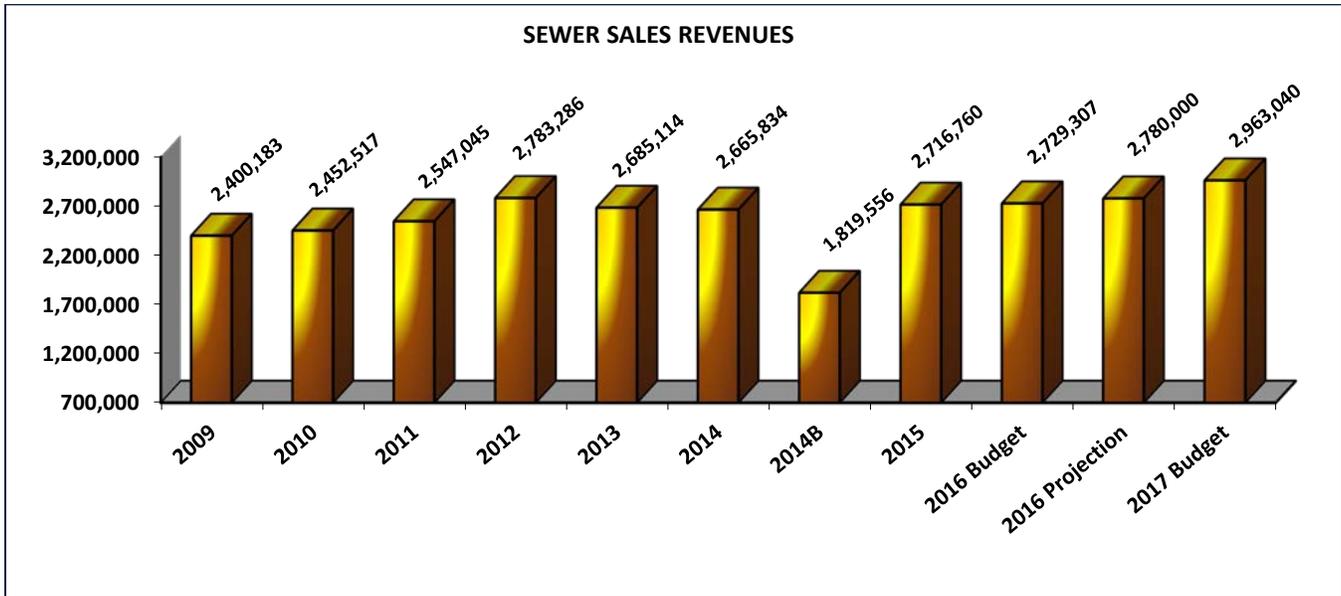


Investment Revenues – Investment revenues are an important source of funding for Village services. Investment revenues include interest and the Net Change in Fair Value of investments. This category of revenue is dependent upon invested balances, as well as current trends in interest rates nationally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

In FY2009, the impact of the recession affected investment revenues due to lower interest rates and a decline in stock market performance by almost 50%. This resulted in negative earnings in both pension funds. Fiscal Year 2010 revenues increased due almost entirely to a rebound in the stock market and the recovery in value in the pension funds and interest on fixed income investments. A large decrease occurred in FY2012 due to the fair values of investments declining again, but they regained value in the following year. FY2013 increased primarily due to a positive investment year with both the Police and Firefighter Pensions. The FY2014B actual amount of \$492,295 is lower compared to FY2014 of \$3,594,028 because the Village switched from a Fiscal Year to a Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. FY2015 with a negative actual revenue of \$632,175 experienced a lower than anticipated return on investment due to market rate, stock prices down the last quarter of 2015. The FY2016 projection was lower than the budgeted amount due to continuing market fluctuations in the equity marketplace and low investment yields in fixed income investments. The FY2017 budget amount is a conservative estimate based on return of investment data and economic trends.



Water Sales Revenues – The Village’s water customer base includes approximately 11,000 customers, a combination of Cook County and DuPage County residents. Customers are billed bi-monthly. The Village is a member of the Northwest Suburban Municipal Joint Action Water Agency (JAWA) and receives its water from Lake Michigan through the City of Chicago. Because the Village obtains its water from the City of Chicago, the Village is subject to any increase the City issues. In January, 2011, the City of Chicago announced a series of rate increases over a 4-year period equal to 70%, starting in 2012 through 2015. As part of this rate adjustment, the minimum bill consumption amount was eliminated and replaced with a flat service fee (Infrastructure Fee) of \$25.00. To forecast future costs of service and be able to provide the revenue to meet those costs, the Village must project and evaluate trends in water consumption and number of customers. The rate structure includes a flat service fee and a consumption rate. The flat service fee (Infrastructure Fee) is billed monthly effective September 1, 2016. The consumption of water is reported by actual meter reads on a property. The FY2014B actual amount of \$4,978,209 is lower compared to FY2014 of \$7,844,165 because the Village switched from a Fiscal Year to a Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual revenue of \$7,467,200 is \$1,237,200 lower than the budget amount due to the mild summers we have had for the past couple of years. The FY2016 projection of \$7,423,900 is \$149,693 more than budgeted amount due to staff diligently monitoring customers account and implementing an annual customer meter audit. FY2017 budget of \$7,545,450 is \$121,550 more than FY2016 projection amount. This revenue is entirely dependent on water consumed with weather playing a major role, especially during the summer. In September 2016 all customers transitioned from bi-monthly water billing to monthly billing.

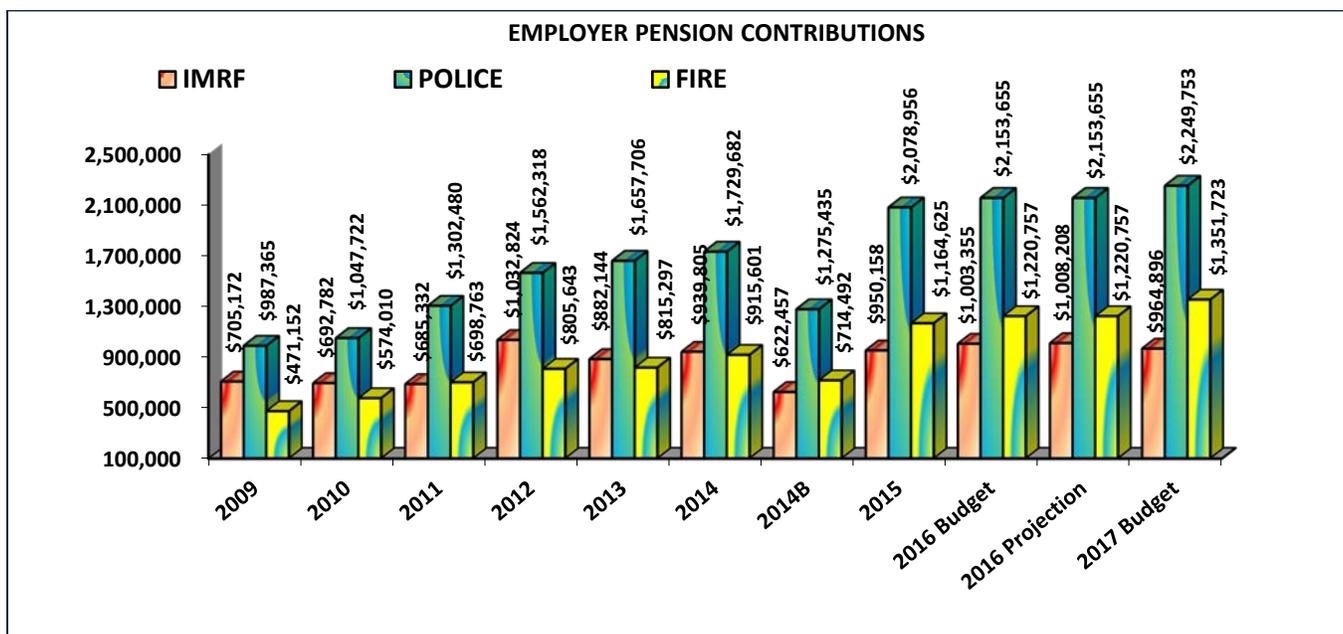


Sewer Sales Revenues – The sewer consumption is assumed to be the same as water consumption. Revenues are determined by the amount of water sold to individual homes and businesses. Sewer sales revenue has increased and decreased in a similar pattern to water sales. Residents in the Cook County portion of the Village pay reduced rates because their sewage is treated by the Metropolitan Water Reclamation District of Greater Chicago’s treatment facilities, which recovers revenues through a property tax levy. DuPage County residents have their sewage treated by the Village’s wastewater treatment plant. Through 2005, a summer sewer credit based on winter water consumption was applied to two bills each year to reduce the bill for outside watering, which does not enter the sewer system. In FY2006, this credit was expanded to include three bills each year to encompass all of the summer months. In FY2016 the water and sewer ordinance was amended to cancel the summer sewer credit effective March 1, 2016. FY2012 through FY2015 show slight increases due to a yearly rate increase of 3% for administrative costs. The FY2014B actual amount of \$1,819,556 is lower compared to FY2014 of \$2,665,834 because the Village switched from a Fiscal Year to a Calendar Year budget effective May 1, 2014. It reflects 8 months of revenue collected in FY2014B. The FY2015 actual revenue of \$2,716,760 is \$70,183 lower than the budget amount. The FY2016 projection of \$2,780,000 is \$50,693 more than budgeted amount due to staff diligently monitoring customers account and implementing an annual customer meter audit. FY2017 budget of \$2,963,040 is a \$183,040 more than FY2016 projection amount. This revenue is entirely dependent on water consumption with weather playing a major role, especially during the summer. In September 2016 all customers transitioned from bi-monthly water billing to monthly billing.

EXPENDITURE TRENDS AND PROJECTIONS

Personnel Services – Regular salaries and overtime compensation, together with various benefits, provided to employees, make up the single largest expenditure item in the Village’s budget. Total Personnel Service expenditures are budgeted at \$30,454,349, approximately 50% of total Village expenditures. The Village currently has six unionized labor groups that have collective bargaining agreements. Teamsters Local No. 714 represents the Public Works employees. The Police Department has three unions. The Police Patrol Officers, Police Sergeants and Police Civilian employees, each belong to a union with the Metropolitan Alliance of Police (MAP). The Firefighters are represented by the International Association of Firefighters (IAFF). The paid-on-call firefighters are represented by the Service Employees International Union (SEIU). The FY2017 budgeted salary amounts are as provided for in these contracts.

Employer Pension Contributions – The Village funds three pensions including the Police Pension, the Firefighters’ Pension and the Illinois Municipal Retirement Fund (IMRF). The IMRF plan covers all full-time non-sworn municipal employees. The Village is mandated by the State of Illinois to provide its employees with retirement pension benefits. As shown below, the Village’s expense to comply with state mandates has increased by nearly ninety four percent (94%) in the last 8 years (Difference between 2009 and 2015 actual pension contribution). The Village of Hanover Park tracks the IMRF, Police and Fire Pension Levy within the General Fund. The Police, Fire and IMRF Pensions are within the Corporate Levy. As of December 31, 2015, the Police Pension and the Fire Pension funds are funded at 52.57% and 55.44% respectively. The IMRF Pension actuarial funded ratio as of December 31, 2015 was 84.01%.



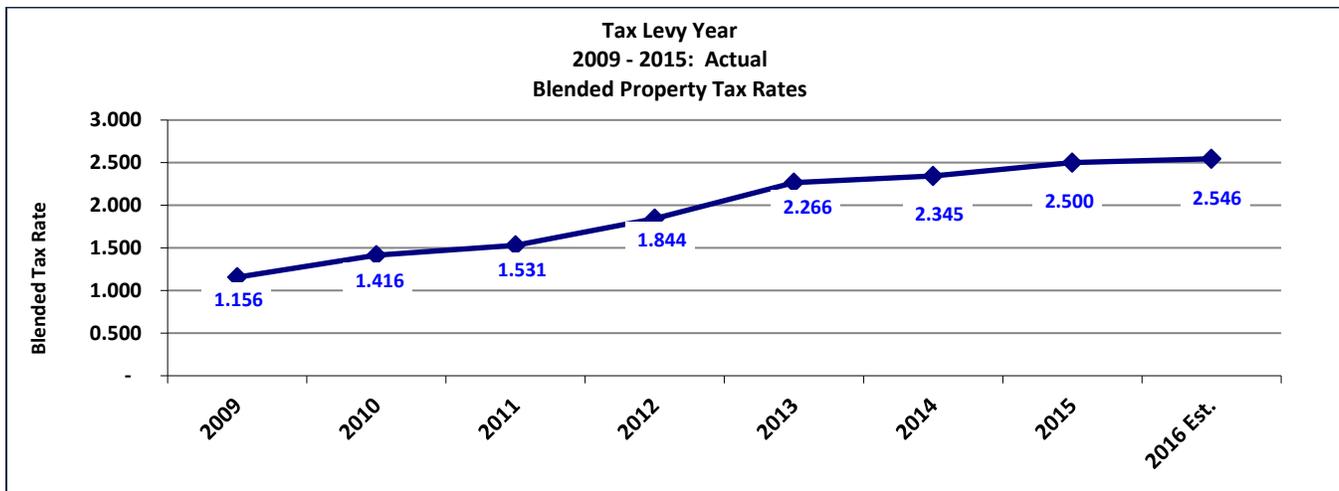
Employer Pension Contributions				
Year	IMRF	POLICE	FIRE	TOTA:
2009	705,172	987,365	471,152	2,163,689
2010	692,782	1,047,722	574,010	2,314,514
2011	685,332	1,302,480	698,763	2,686,575
2012	1,032,824	1,562,318	805,643	3,400,785
2013	882,144	1,657,706	815,297	3,355,147
2014	939,805	1,729,682	915,601	3,585,088
2014B	622,457	1,275,435	714,492	2,612,384
2015	950,158	2,078,956	1,164,625	4,193,739
2016 Budget	1,003,355	2,153,655	1,220,757	4,377,767
2016 Projection	1,008,208	2,153,655	1,220,757	4,382,620
2017 Budget	964,896	2,249,753	1,351,723	4,566,372

* Increased contribution in 2012 due to shortage of contribution paid in 2010 and 2011

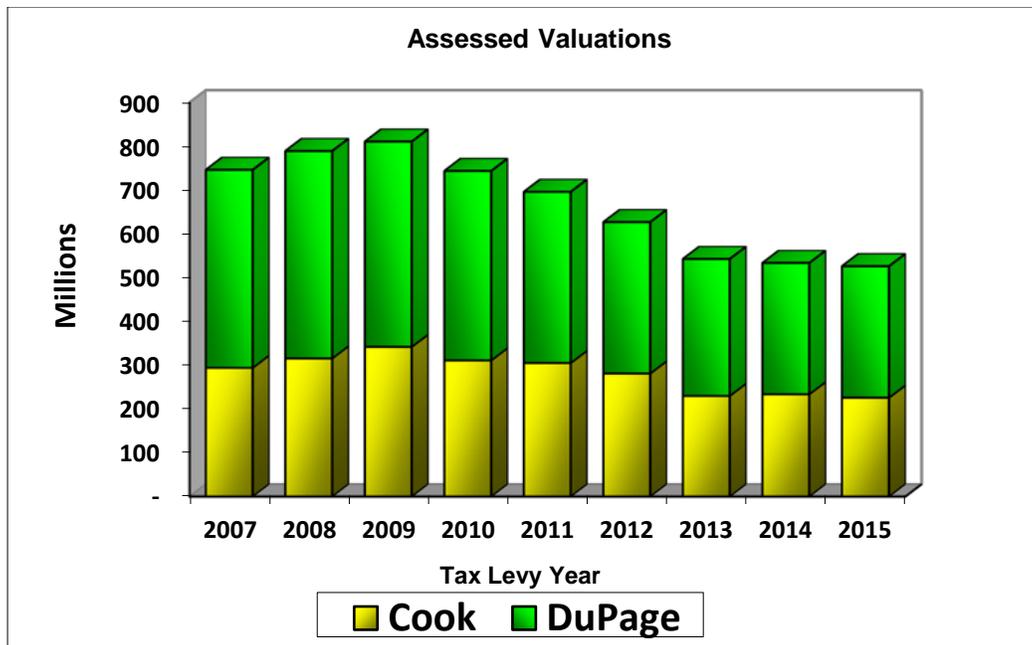
EXHIBIT G

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

Fiscal Year	2013	2014	2015	2016	2017
Tax Levy Year	2012 Extended	2013 Extended	2014 Extended	2015 Extended	2016 Tax Levy
Corporate	\$ 5,644,505	\$ 5,897,559	\$ 5,597,199	\$ 5,460,856	\$ 3,488,058
Corporate Police Pension				\$ -	\$ 2,249,753
Corporate Fire Pension				\$ -	\$ 1,351,723
Corporate - Fire	\$ 4,965,746	\$ 5,381,165	\$ 6,041,616	\$ 6,446,919	\$ 4,544,909
Total Corporate	\$ 10,610,251	\$ 11,278,724	\$ 11,638,815	\$ 11,907,775	\$ 11,634,443
Debt Service					
2010 GO Bond	\$ 645,941	\$ 629,970	\$ 619,170	\$ 729,712	\$ 651,122
2010A GO Bond	\$ 256,057	\$ 299,778	\$ 343,951	\$ 451,128	\$ 454,438
2011 GO Bond	\$ 671,476	\$ 654,697	\$ 652,237	\$ 664,215	\$ 646,713
Net Debt Service Levy	\$ 1,573,474	\$ 1,584,445	\$ 1,615,358	\$ 1,845,055	\$ 1,752,273
Total Levy	\$ 12,183,725	\$ 12,863,169	\$ 13,254,173	\$ 13,752,830	\$ 13,386,716
Blended Tax Rate	\$ 1.844	\$ 2.266	\$ 2.345	\$ 2.500	\$ 2.546



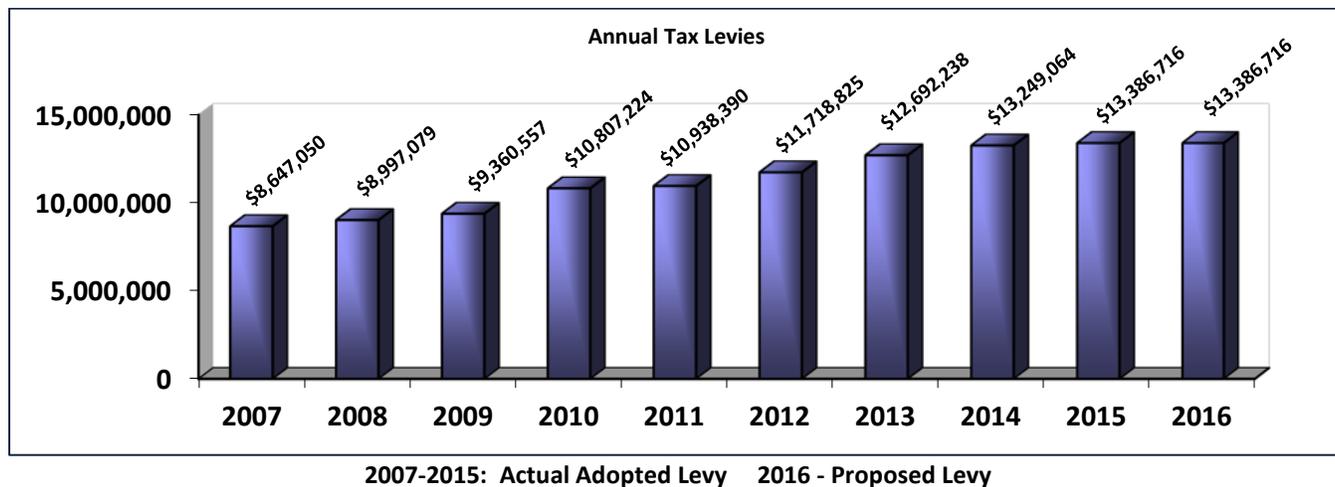
The Village of Hanover Park is located within two counties; DuPage and Cook. The blended tax rate represents an average of both counties. The rate increased in 2010 as a result of the 2010 and 2010A General Obligation Bond issuance to fund the new police building. The payment of principal and interest was effective 2011 (Tax Levy 2010). The 2012 Levy year saw the tax rate increase significantly due to additional principal payments on the outstanding G.O. Bonds and at the same time the EAV (Equalized Assessed Value) of properties within the Village decreased. Since 2010 in Cook County and 2008 in DuPage County, the Village's EAV has decreased. The result is that when the value decreases, the tax rate increases.



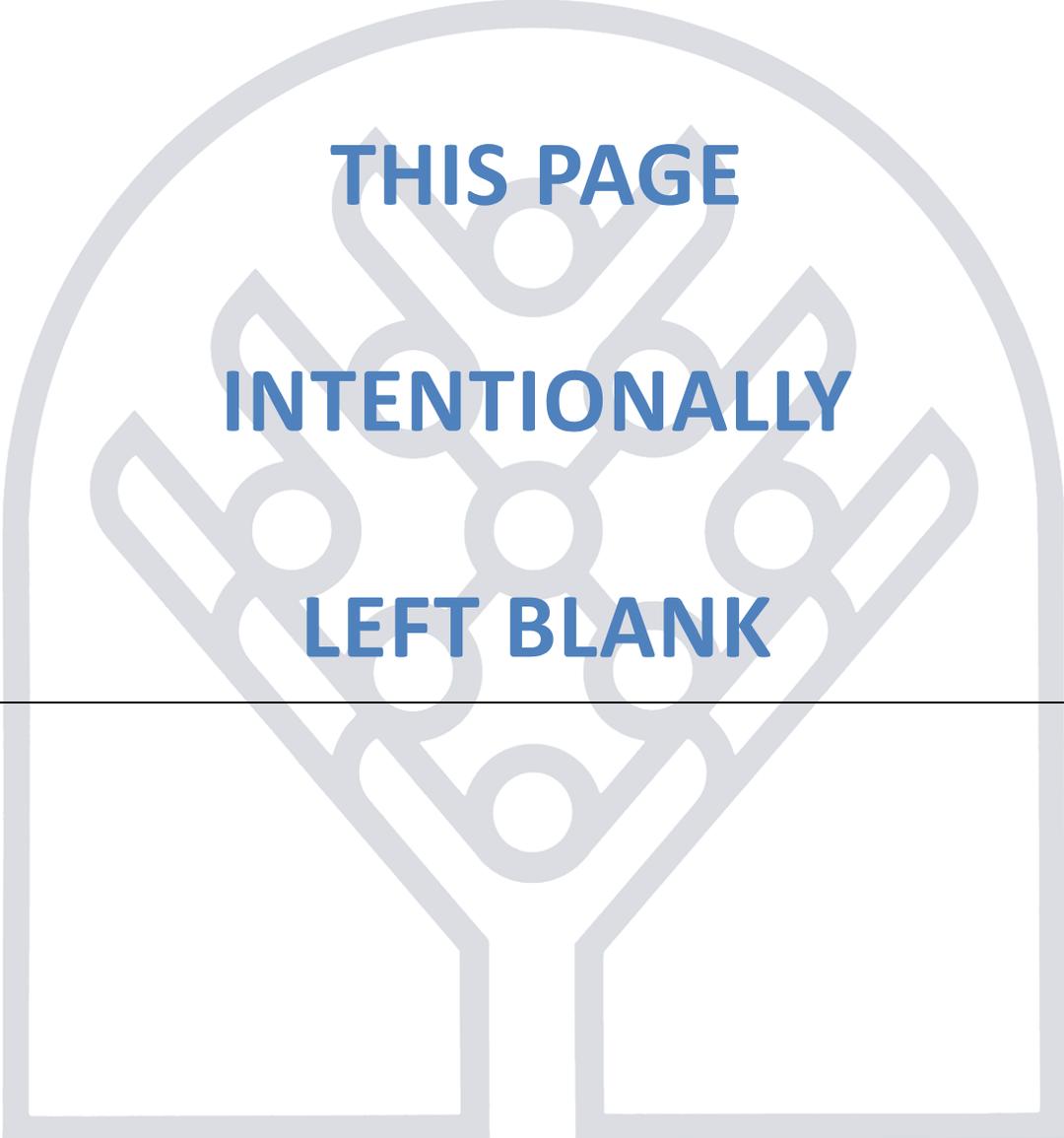
2007-2015: Actual

Levy Year	2007	2008	2009	2010	2011	2012	2013	2014	2015
Cook	293,670	315,127	341,514	310,642	304,659	280,598	229,461	233,116	225,330
DuPage	452,518	474,078	469,242	433,012	391,277	346,087	312,941	300,188	300,525
Total EAV	746,188	789,205	810,756	743,653	695,936	626,686	542,402	533,304	525,854

The Village’s total assessed value had increased steadily through 2009. Since 2010 and with the economic downturn, the EAV has decreased in Cook County and DuPage County. The decline in property values is the main cause of this decrease.



The levy increases have been limited to no more than 5% except in 2010. The total levy increases were higher in 2010 as a result of issuing the 2010 and 2010A General Obligation Bonds and refunding of 2004 Bond. The Village’s 2016 property tax levy to be collected in FY 2017 is \$13,386,716. \$1,752,273 is assigned to pay specific debt obligations while \$3,601,476 is levied to pay for the Village portion of Police and Fire pension contributions. The Board approved a (zero) 0.00% 2016 tax levy to be collected in FY 2017.

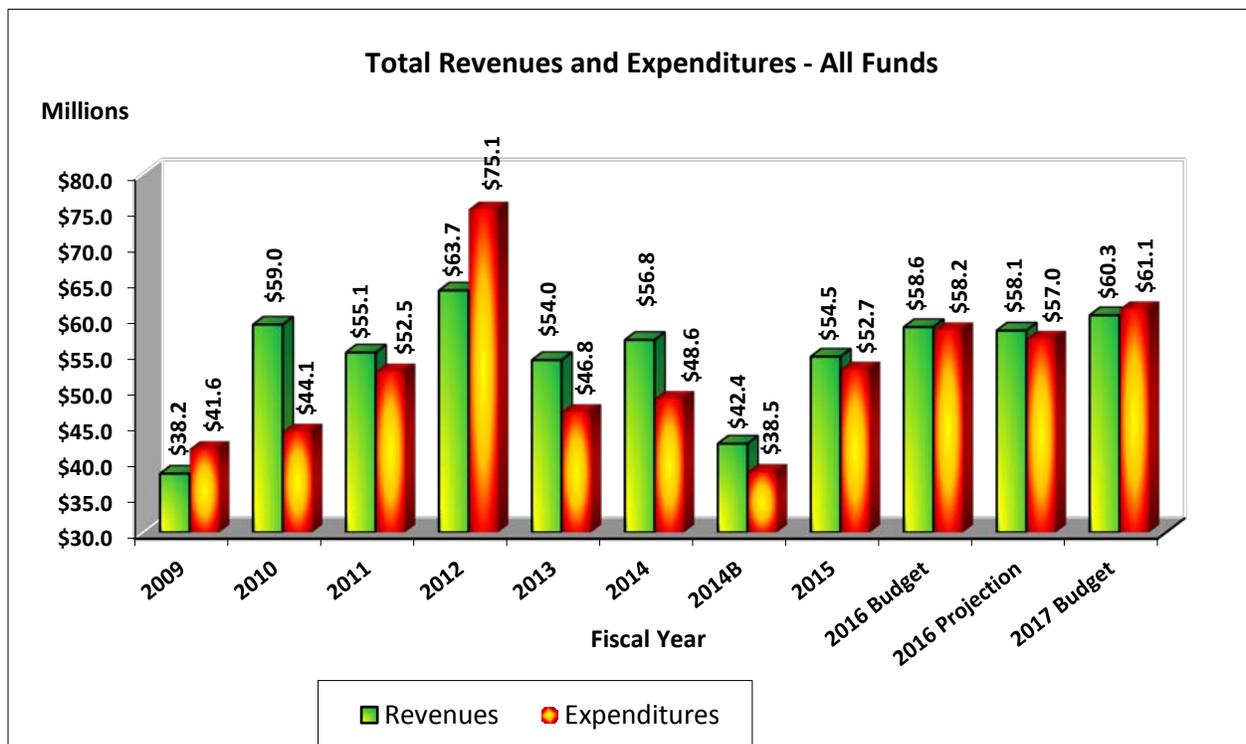


**THIS PAGE
INTENTIONALLY
LEFT BLANK**

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



2009 – 2015: Actual Revenues and Expenditures – All Funds

The increase in revenues and expenditures in FY2010, FY2011 and FY2012 is due to the issuance of bonds, used for the construction of the new police station and other related sources. The FY2014B revenues and expenditures actual amount is lower compared to FY2014 because the Village switched from Fiscal Year to Calendar Year effective May 1, 2014. It reflects 8 months of revenues collected and expenditures in FY2014B. FY2015 is the first full one year cycle when we switched to Calendar Year in May 2014. Revenues exceeded expenditures due to closely monitoring expenditure.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Calendar Year Ending December 31, 2017

Fund	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
General	\$ 30,627,230	\$ 22,770,827	\$ 33,126,657	\$ 32,607,838	\$ 32,224,968	\$ 32,843,228
Special Revenue Funds						
Motor Fuel Tax	1,110,273	985,733	933,609	919,258	943,600	1,361,020
Road and Bridge	215,282	96,896	117,438	124,150	119,995	121,000
MWRD Fields	-	71,210	625,624	121,985	149,800	153,300
State Restricted	-	239,280	62,019	35,650	66,755	51,425
Federal Restricted	-	1,479	-	-	-	-
Foreign Fire Insurance	-	27,241	59,400	27,500	32,000	33,000
SSA #3	18,176	9,639	15,108	15,337	15,362	15,820
SSA #4	30,385	13,873	15,448	18,125	16,125	18,665
SSA #5	276,928	255,543	242,149	235,129	154,538	157,036
TIF #3	882,966	1,112,084	1,947,491	1,663,940	1,852,000	1,871,000
TIF #4	69	12	-	-	-	-
TIF #5	-	4,455	6,570	6,600	4,860	4,800
	<u>2,534,079</u>	<u>2,817,446</u>	<u>4,024,857</u>	<u>3,167,674</u>	<u>3,355,035</u>	<u>3,787,066</u>
Debt Service Funds						
2011 General Obligation Bonds	703,716	552,122	639,042	641,912	630,100	646,813
2010 General Obligation Bonds	876,822	719,531	767,746	790,318	820,100	783,880
2010A General Obligation Bonds	240,139	343,184	433,066	465,962	500,050	484,488
	<u>1,820,677</u>	<u>1,614,837</u>	<u>1,839,854</u>	<u>1,898,192</u>	<u>1,950,250</u>	<u>1,915,181</u>
Capital Projects Funds						
SSA #6	75,692	39,244	72,837	78,144	73,030	75,130
General Capital Projects	1,516,442	1,102,623	1,499,288	1,273,396	1,277,726	1,779,655
	<u>1,592,134</u>	<u>1,141,867</u>	<u>1,572,125</u>	<u>1,351,540</u>	<u>1,350,756</u>	<u>1,854,785</u>
Enterprise Funds						
Water and Sewer	11,093,919	7,685,123	12,296,062	12,144,925	12,372,850	12,756,640
Commuter Parking Lot	371,372	266,009	389,338	375,886	437,300	390,800
Hanover Square	891,045	1,698,227	(3,635,634)	-	-	-
	<u>12,356,335</u>	<u>9,649,358</u>	<u>9,049,765</u>	<u>12,520,811</u>	<u>12,810,150</u>	<u>13,147,440</u>
Internal Service Fund						
Central Equipment	1,006,405	1,217,097	1,240,949	1,142,138	1,165,138	1,098,572
I.T. Equipment Replacement	-	-	300,000	300,000	300,000	300,100
	<u>1,006,405</u>	<u>1,217,097</u>	<u>1,540,949</u>	<u>1,442,138</u>	<u>1,465,138</u>	<u>1,398,672</u>
Trust and Agency Funds						
Police Pension	4,481,859	2,014,348	2,147,955	3,773,655	3,258,655	3,414,753
Fire Pension	2,408,684	1,135,938	1,193,184	1,852,595	1,723,055	1,911,023
	<u>6,890,543</u>	<u>3,150,286</u>	<u>3,341,139</u>	<u>5,626,250</u>	<u>4,981,710</u>	<u>5,325,776</u>
Total Revenues	<u>\$ 56,827,403</u>	<u>\$ 42,361,718</u>	<u>\$ 54,495,346</u>	<u>\$ 58,614,443</u>	<u>\$ 58,138,007</u>	<u>\$ 60,272,148</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Fund
 Calendar Year Ending December 31, 2017

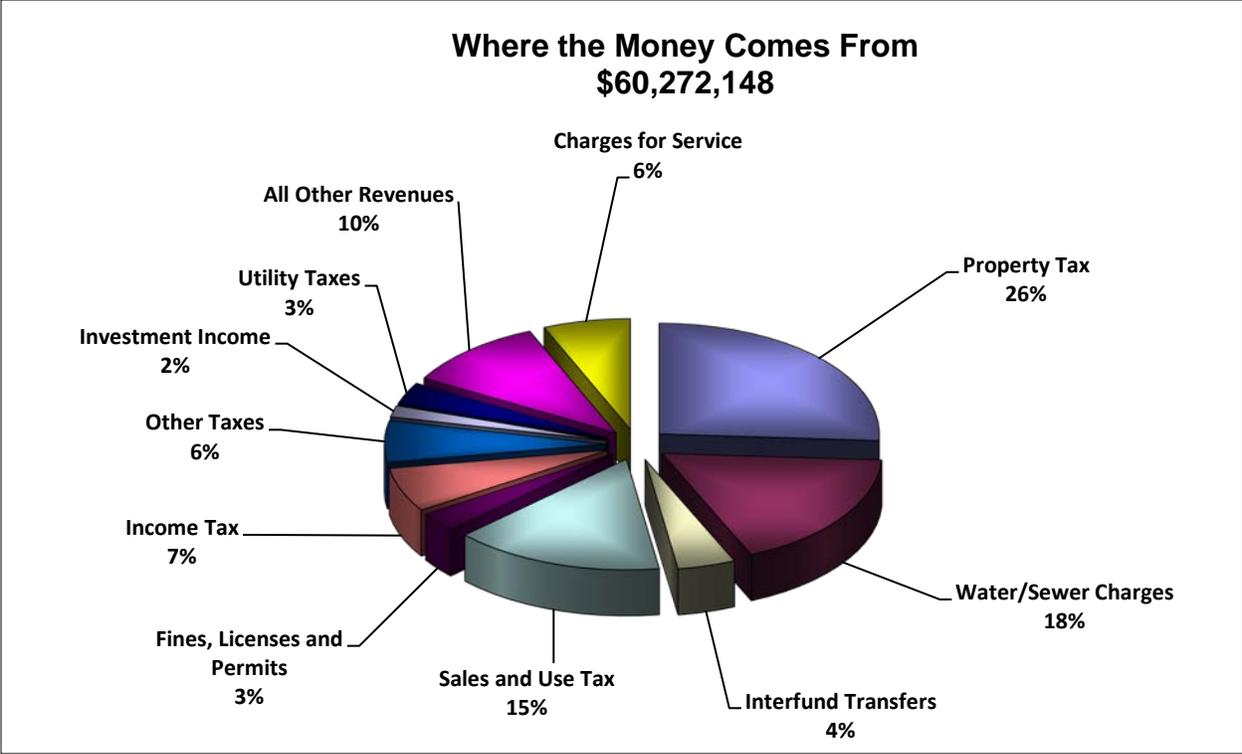
Fund	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses						
General	\$ 27,935,787	\$ 20,895,568	\$ 31,242,853	\$ 32,199,242	\$ 32,079,016	\$ 32,836,381
Special Revenue Funds						
Motor Fuel Tax	1,413,764	1,370,469	648,534	1,753,128	1,683,128	1,793,128
Road and Bridge	209,733	39,279	125,753	388,000	150,000	738,000
MWRD Fields	-	-	45,897	321,985	71,500	738,100
State Restricted	-	16,043	26,812	33,600	33,600	54,100
Federal Restricted	-	-	-	750	750	500
Foreign Fire Insurance	-	5,603	36,357	20,500	20,500	30,500
SSA #3	29,734	22,412	17,254	18,690	18,500	19,700
SSA #4	28,327	13,730	26,760	29,800	26,140	29,432
SSA #5	251,845	117,791	143,007	435,129	489,978	115,300
TIF #3	241,676	1,267,888	819,562	1,330,000	1,078,895	1,790,560
TIF #4	26,023	7,739	2,410	100,000	1,000	100,000
TIF #5	2,793	323	23,799	40,000	20,000	40,000
	<u>2,203,895</u>	<u>2,861,276</u>	<u>1,916,143</u>	<u>4,471,582</u>	<u>3,593,991</u>	<u>5,449,320</u>
Debt Service Funds						
2011 General Obligation Bonds	641,441	684,805	647,615	642,615	642,615	648,213
2010 General Obligation Bonds	795,888	870,695	791,299	791,271	791,371	785,280
2010A General Obligation Bonds	349,816	398,063	447,518	466,965	466,965	485,938
	<u>1,787,145</u>	<u>1,953,562</u>	<u>1,886,431</u>	<u>1,900,850</u>	<u>1,900,950</u>	<u>1,919,431</u>
Capital Projects Funds						
SSA #6	107,990	26,783	16,132	78,094	70,094	75,094
General Capital Projects	1,664,884	854,024	1,026,889	1,298,396	1,223,396	1,778,155
	<u>1,772,874</u>	<u>880,807</u>	<u>1,043,021</u>	<u>1,376,490</u>	<u>1,293,490</u>	<u>1,853,249</u>
Enterprise Funds						
Water and Sewer	10,418,379	7,390,637	11,463,123	12,419,590	12,743,468	12,752,534
Commuter Parking Lot	387,584	202,908	373,476	523,014	547,987	573,221
Hanover Square	694,530	524,860	593,908	-	-	-
	<u>11,500,493</u>	<u>8,118,405</u>	<u>12,430,507</u>	<u>12,942,604</u>	<u>13,291,455</u>	<u>13,325,755</u>
Internal Service Fund						
Central Equipment	545,467	1,899,605	1,153,300	2,014,000	1,263,450	1,471,000
I.T. Equipment Replacement	-	-	-	135,000	135,000	435,000
	<u>545,467</u>	<u>1,899,605</u>	<u>1,153,300</u>	<u>2,149,000</u>	<u>1,398,450</u>	<u>1,906,000</u>
Trust and Agency Funds						
Police Pension	1,972,094	1,215,354	2,033,147	2,094,640	2,344,495	2,622,480
Fire Pension	923,444	626,488	1,030,836	1,070,272	1,119,720	1,230,240
	<u>2,895,538</u>	<u>1,841,842</u>	<u>3,063,983</u>	<u>3,164,912</u>	<u>3,464,215</u>	<u>3,852,720</u>
Total Expenditures	<u>\$ 48,641,199</u>	<u>\$ 38,451,065</u>	<u>\$ 52,736,237</u>	<u>\$ 58,204,680</u>	<u>\$ 57,021,567</u>	<u>\$ 61,142,856</u>

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary - Total by Category - ALL Fund
 Fiscal Year Ending December 31, 2017

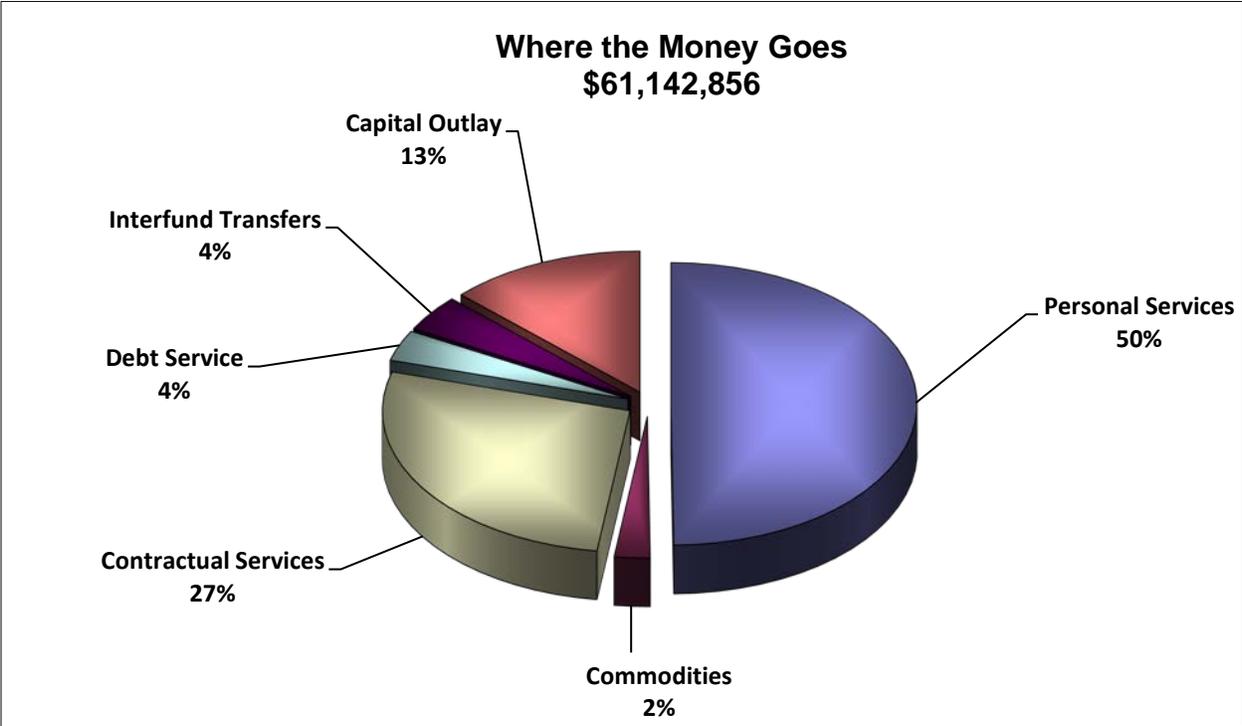
	General Fund FY 2017	Motor Fuel Tax Fund FY 2017	Road and Bridge FY 2017	MWRD FY 2017	State Restricted FY 2017	Federal Restricted FY 2017	Foreign Fire Insurance Fund FY 2017	SSA #3 FY 2017	SSA #4 FY 2017	SSA #5 FY 2017	TIF #3 FY 2017	TIF #4 FY 2017	TIF #5 FY 2017
Revenues and Other Financing Sources													
Property Taxes	\$ 11,634,443	\$ -	\$ 120,000	\$ -	\$ -	\$ -	\$ -	\$ 15,720	\$ 18,540	\$ 156,986	\$ 1,869,000	\$ -	\$ 4,800
Personal Property Rplcmnt	88,000	-	-	-	-	-	-	-	-	-	-	-	-
Utility Taxes	1,926,000	-	-	-	-	-	-	-	-	-	-	-	-
State Income Tax	3,870,000	-	-	-	-	-	-	-	-	-	-	-	-
Sales and Use Tax	9,270,000	-	-	-	-	-	-	-	-	-	-	-	-
Other Taxes	2,414,114	-	-	138,000	-	-	33,000	-	-	-	-	-	-
Total Taxes	29,202,557	-	120,000	138,000	-	-	33,000	15,720	18,540	156,986	1,869,000	-	4,800
Intergovernmental	26,260	956,920	500	-	11,375	-	-	-	-	-	-	-	-
Licenses and Permits	1,144,300	-	-	15,000	-	-	-	-	-	-	-	-	-
Charges for Services	1,230,750	-	-	-	-	-	-	-	-	-	-	-	-
Fines and Forfeits	559,700	-	-	-	40,000	-	-	-	-	-	-	-	-
Investment Income	56,000	2,000	500	300	50	-	-	100	125	50	2,000	-	-
Miscellaneous	553,567	2,100	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	70,094	400,000	-	-	-	-	-	-	-	-	-	-	-
Total Revenues	\$ 32,843,228	\$ 1,361,020	\$ 121,000	\$ 153,300	\$ 51,425	\$ -	\$ 33,000	\$ 15,820	\$ 18,665	\$ 157,036	\$ 1,871,000	\$ -	\$ 4,800
Expenditures and Other Financing Uses													
Personal Services	\$ 23,416,269	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 13,995	\$ -	\$ -
Commodities	1,053,766	124,000	-	-	-	-	30,500	-	-	-	-	-	-
Contractual Services	6,508,191	434,128	338,000	38,100	54,100	500	-	19,700	29,432	115,300	876,565	100,000	40,000
Debt Service	-	-	-	-	-	-	-	-	-	-	-	-	-
Interfund Transfers	1,858,155	-	400,000	-	-	-	-	-	-	-	-	-	-
Capital Outlay	-	1,235,000	-	700,000	-	-	-	-	-	-	900,000	-	-
Total Expenditures	\$ 32,836,381	\$ 1,793,128	\$ 738,000	\$ 738,100	\$ 54,100	\$ 500	\$ 30,500	\$ 19,700	\$ 29,432	\$ 115,300	\$ 1,790,560	\$ 100,000	\$ 40,000

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary - Total by Category - ALL Fund
Fiscal Year Ending December 31, 2017

	2011 GO Bond Fund FY 2017	2010 GO Bond Fund FY 2017	2010A GO Bond Fund FY 2017	SSA #6 FY 2017	General Capital Project Fund FY 2017	Water & Sewer Fund FY 2017	Municipal Commuter Lot FY 2017	Hanover Square FY 2017	Central Equipment FY 2017	I.T. Equipment Fund FY 2017	Police Pension Fund FY 2017	Fire Pension Fund FY 2017	Total FY 2017
Revenues and Other Financing Sources													
Property Taxes	\$ 646,713	\$ 651,122	\$ 454,438	\$ 75,100	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 15,646,862
Personal Property Rplcmnt	-	-	-	-	-	-	-	-	-	-	-	-	88,000
Utility Taxes	-	-	-	-	-	-	-	-	-	-	-	-	1,926,000
State Income Tax	-	-	-	-	-	-	-	-	-	-	-	-	3,870,000
Sales and Use Tax	-	-	-	-	-	-	-	-	-	-	-	-	9,270,000
Other Taxes	-	-	-	-	-	-	-	-	-	-	-	-	2,585,114
Total Taxes	646,713	651,122	454,438	75,100	-	-	-	-	-	-	-	-	33,385,976
Intergovernmental	-	-	-	-	-	-	-	-	-	-	-	-	995,055
Licenses and Permits	-	-	-	-	-	-	-	-	-	-	-	-	1,159,300
Charges for Services	-	-	-	-	-	12,734,640	390,600	-	-	-	-	-	14,355,990
Fines and Forfeits	-	-	-	-	-	-	-	-	-	-	-	-	599,700
Investment Income	100	100	50	30	1,500	7,000	200	-	15,000	100	650,000	260,000	995,205
Miscellaneous	-	132,658	30,000	-	-	15,000	-	-	1,083,572	-	2,764,753	1,651,023	6,232,673
Interfund Transfers	-	-	-	-	1,778,155	-	-	-	-	300,000	-	-	2,548,249
Total Revenues	\$ 646,813	\$ 783,880	\$ 484,488	\$ 75,130	\$ 1,779,655	\$ 12,756,640	\$ 390,800	\$ -	\$ 1,098,572	\$ 300,100	\$ 3,414,753	\$ 1,911,023	\$ 60,272,148
Expenditures and Other Financing Uses													
Personal Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,178,913	\$ 162,372	\$ -	\$ -	\$ -	\$ 2,522,800	\$ 1,160,000	\$ 30,454,349
Commodities	-	-	-	-	-	201,390	8,794	-	-	-	800	800	1,420,050
Contractual Services	1,500	1,500	1,500	5,000	-	7,818,446	152,055	-	-	-	98,880	69,440	16,702,337
Debt Service	646,713	783,780	484,438	11,072	-	240,785	-	-	-	-	-	-	2,166,788
Interfund Transfers	-	-	-	59,022	-	220,000	-	-	-	-	-	-	2,537,177
Capital Outlay	-	-	-	-	1,778,155	1,093,000	250,000	-	1,471,000	435,000	-	-	7,862,155
Total Expenditures	\$ 648,213	\$ 785,280	\$ 485,938	\$ 75,094	\$ 1,778,155	\$ 12,752,534	\$ 573,221	\$ -	\$ 1,471,000	\$ 435,000	\$ 2,622,480	\$ 1,230,240	\$ 61,142,856



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



Public Safety, including the Police and Fire, accounts for 34% of Village personal services expenditures. Public Works provides for the construction and maintenance of Village equipment, buildings and infrastructure including streets, storm sewer and the municipal commuter parking lot.

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account-All Funds
Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources								
311-300	Property Tax - Dupage	\$ -	\$ -	\$ 841,873	\$ 237,089	\$ 1,662,940	\$ 240,000	\$ 245,000
311-301	Property Taxes	12,542,161	13,206,606	10,180,928	14,727,684	13,393,315	14,825,860	15,015,516
311-303	Property Taxes TIF Rebates	-	-	238	-	-	-	-
311-304	Township Tax Levy	122,058	122,016	82,179	116,544	122,000	119,000	120,000
311-390	S.S.A. #3, 4, 5 & 6 Property Tax	445,957	400,809	318,094	345,315	346,385	258,625	266,346
312-301	Simplified Telecommunications	982,864	908,052	486,368	754,969	648,275	696,700	695,000
312-302	Natural Gas Use Tax	203,930	244,507	88,079	215,496	229,145	200,000	235,000
312-303	Electric Use Tax	435,060	435,611	645,153	1,017,092	710,000	970,000	996,000
313-301	Sales Tax	4,729,737	5,361,445	3,723,114	5,641,105	6,000,000	5,500,000	5,620,000
313-302	Use Tax	605,067	669,932	545,220	844,592	667,000	860,000	875,000
313-303	Home Rule Sales Tax	2,059,366	3,217,418	2,524,471	3,689,384	3,375,000	3,500,000	3,650,000
313-304	Real Estate Transfer Tax	203,400	254,394	333,249	368,563	265,000	350,000	380,114
313-305	Hotel/Motel Tax	36,686	43,687	35,800	45,939	45,000	45,000	45,000
331-303	Motor Fuel Tax	1,083,565	1,105,799	981,665	928,341	915,908	940,000	956,920
314-306	Video Gaming Tax	-	23,416	49,400	110,406	109,385	134,000	138,000
314-301	Food & Beverage Tax	1,018,775	1,036,661	732,613	1,134,073	1,140,000	1,100,000	1,100,000
314-305	Foreign Fire Ins. Tax	21,665	24,211	27,241	38,360	27,500	32,000	33,000
314-307	Auto Rental Tax	-	-	12,486	15,456	12,000	14,000	14,000
Total Taxes		24,490,290	27,054,564	21,608,172	30,230,409	29,668,853	29,785,185	30,384,896
331-302	State Income Tax	3,422,147	3,700,323	2,335,241	4,040,449	3,750,000	3,700,000	3,870,000
331-301	Personal Prop.Replacement	82,764	94,867	51,945	87,435	94,500	87,495	88,500
332-301	State Grants	-	157,518	12,500	6,075	-	-	-
332-303	Other Government Grants	-	-	-	500,000	-	-	-
367-300	Drug Forfeiture	1,000	-	36,722	20,307	3,000	20,000	10,500
367-301	Sex Offender Fees	-	-	40	450	300	650	875
367-302	Money Laundering	-	-	-	687	-	-	-
380-303	ILEOT Boards	2,855	8,952	-	-	8,000	10,000	8,000
380-306	Police Programs	24,377	14,195	12,727	18,442	4,000	4,000	4,000
380-317	Reimbursed DuPage City Mowing	14,959	-	10,360	10,360	11,000	10,360	10,360
380-328	OJP Bullet Proof Vest Grant	1,818	3,345	-	610	6,404	6,404	3,000
380-326	ILEAS Reimbursement	855	3,198	19,245	919	2,000	950	900
Total Intergovernmental		3,582,273	3,982,398	2,478,780	4,685,733	3,879,204	3,839,859	3,996,135
321-301	Business Licenses	87,509	87,354	3,507	93,597	89,000	63,000	75,000
321-302	Liquor Licenses	50,688	63,099	51,755	55,112	63,175	4,970	50,000
321-303	Contractor Licenses	35,470	46,675	22,697	45,165	50,000	60,000	50,000
321-304	Vendor/Solicitor Licenses	370	610	2,300	1,175	2,000	1,000	1,000
321-306	Animal Licenses	980	985	540	955	550	550	550
321-307	Penalties on Licenses	11,075	21,404	3,105	50	2,500	100	2,000
321-308	Multi-Family Licenses	91,025	91,500	51,325	35,700	91,350	85,000	91,350
321-309	Single Family Rental Licenses	73,450	86,650	52,600	101,275	67,800	100,000	78,000
322-301	Building Permits-Cook	64,949	113,561	92,195	334,822	400,000	266,358	250,000
322-302	Building Permits-DuPage	63,115	107,471	96,622	-	-	-	-
322-303	Sign Permits	4,986	5,007	2,102	695	1,000	900	1,000
322-304	Video Gaming Terminal Permit	-	18,792	2,500	15,000	12,500	15,000	15,000
322-310	Wastewater Discharge	-	1,000	-	-	-	950	-
323-306	Land Use Development	-	-	-	3,975	-	3,000	-
323-307	Cable Franchise Fee	380,445	377,788	271,396	415,335	405,000	410,000	420,000
323-301	Solid Waste Franchise Fee	117,142	118,969	66,615	122,121	120,236	122,200	125,400
Total Licenses and Permits		981,205	1,140,865	719,259	1,224,976	1,305,111	1,133,028	1,159,300

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Summary by Account-All Funds
Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources (Continued)								
323-302	Building Reinspect Fee	1,875	3,150	1,800	1,658	1,800	1,600	1,800
323-303	Inspection Fees - Misc	300	1,207	600	500	350	350	350
323-304	Plan Review-Engineering	-	-	750	-	-	-	-
323-305	Plan Review-Inso Svc. Fee	22,493	61,714	42,531	18,758	60,000	20,000	40,000
323-309	Parking Lot Meter Fees	128,472	147,223	105,325	156,600	147,789	152,000	153,600
323-310	Parking Lot Permit Fees	188,973	223,962	160,570	232,805	225,000	235,000	237,000
323-312	Ambulance Fees	608,450	667,364	404,052	689,022	640,000	700,000	680,000
323-313	CPR Fees	2,755	2,340	1,795	2,375	2,500	2,500	2,500
323-314	Vehicle Impoundment Fees	769,500	719,500	335,500	488,500	575,000	500,000	500,000
323-316	ADT Administrative Fee	3,929	5,719	4,604	6,183	6,200	4,000	4,000
323-317	Pulic Safety Admin Fee	520	4,560	3,220	3,620	3,000	2,000	2,000
323-318	Child Safety Seat Install	205	105	210	210	100	105	100
323-319	Elevator Inspection Fee	500	-	(250)	(429)	-	-	-
323-320	Highlighter Advertising Fee	-	1,000	650	1,150	-	500	-
323-321	Fire Training Course Fees	-	-	1,520	5,605	-	960	-
343-301	Infrastructure Charge Cook County	-	-	326,648	780,553	780,000	780,000	783,000
343-302	Infrastructure Charge DuPage County	-	-	257,652	765,398	760,000	762,000	765,000
344-301	Water Sales-Cook Cty	3,599,634	4,032,040	2,078,396	3,874,714	3,588,530	3,590,400	3,637,150
344-302	Water Sales-DuPage Cty	3,408,131	3,812,125	2,899,813	3,592,486	3,685,677	3,833,500	3,908,300
345-301	Sewer Sales-Cook Cty	819,154	832,859	430,655	798,495	788,541	780,000	790,740
345-302	Sewer Sales-DuPage Cty	1,865,960	1,832,974	1,388,901	1,918,265	1,940,766	2,000,000	2,172,300
346-300	Water Penalties	191,280	233,925	88,195	213,846	199,040	210,000	230,000
347-301	Water Tap-On Fees-Cook	39,195	36,479	-	2,733	2,800	-	2,800
347-302	Water Tap-On Fees-DuPage	-	7,194	-	-	-	-	-
348-301	Sewer Tap-On Fees-Cook	40,262	37,281	-	1,188	2,551	-	2,500
348-302	Sewer Tap-On Fees-DuPage	-	8,161	-	-	25,500	-	2,500
349-301	Water Meters-Cook Cty	7,424	4,887	487	1,341	2,850	1,000	2,850
349-302	Water Meters-DuPage Cty	372	9,494	500	1,471	500	1,000	2,500
389-309	Leachate Treatment	175,595	212,134	178,056	300,765	285,000	400,000	435,000
Total Charges for Services		11,874,979	12,897,397	8,712,180	13,857,812	13,723,494	13,976,915	14,355,990
351-301	Traffic Fines-Cook	135,298	95,739	114,976	98,688	100,000	100,000	100,000
351-302	Traffic Fines-DuPage	40,788	44,863	28,311	46,488	32,000	45,000	45,000
351-303	Ordinance Violations	273,559	248,187	258,769	334,771	270,000	280,000	290,000
351-304	Warning Tickets	470	140	-	-	100	-	-
351-305	Police False Alarm Fines	4,575	7,350	(1,025)	8,450	4,500	8,000	7,500
351-306	DUI Fines	25,538	36,979	19,171	24,119	20,000	30,000	25,000
351-307	Fire False Alarm Fines	4,425	5,125	2,764	5,000	3,000	700	1,000
351-308	Traffic Court Supervision	28,682	19,241	14,759	16,384	12,300	16,000	15,000
351-309	Fines-Red Light Cameras	145,743	131,817	61,348	143,838	115,000	85,000	115,000
351-310	Kennel Fees	1,525	1,525	985	1,265	1,000	1,500	1,200
351-311	Violent Offender Reg. Fees	-	-	-	20	-	30	-
Total Fines and Forfeits		660,604	590,966	500,057	679,022	557,900	566,230	599,700
361-300	Interest on Investments	1,044,419	1,204,243	60,290	268,882	847,650	335,605	434,205
362-300	Net Change in Fair Value	2,453,082	2,472,465	432,004	(901,056)	660,670	551,100	561,000
Total Investment Income		3,497,501	3,676,708	492,293	(632,175)	1,508,320	886,705	995,205

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources (Continued)								
363-300	Printed Materials	5,862	3,766	2,545	3,945	3,000	7,000	3,500
364-300	Rental Income	939,522	961,946	752,834	840,155	275,000	400,000	275,000
364-301	Common Area Maintenance	33,563	42,614	30,308	32,622	-	-	-
364-302	Late Fee Revenue	575	354	698	801	-	-	-
365-360	Village Contributions Pension	2,473,003	2,645,283	1,989,927	3,243,581	3,374,412	3,374,412	3,601,476
365-370	Employee Contributions Police	475,746	478,029	323,746	510,565	520,000	505,000	515,000
365-371	Misc. Employee Contributions Fire	278,071	269,842	184,034	293,937	296,838	292,298	299,300
380-304	Property Damage	22,949	-	1,752	-	-	-	-
380-307	Reimbursed Exp. Fire	80,984	16,150	14,464	14,284	15,000	6,000	10,000
380-309	Reimbursed Exp. Miscellaneous	32,613	50,137	21,652	121,111	28,000	89,950	35,000
380-327	Hazardous Materials	17,315	492	22,569	7,706	-	5,000	5,000
380-311	Reimbursed Exp.s MFT	31,201	-	1,575	1,575	700	2,100	2,100
380-339	Insurance Reserve Refund	-	-	-	-	312,298	-	-
380-380	BAB Federal Subsidy	284,987	260,752	260,211	257,221	115,118	239,000	162,658
389-301	Central Equipment Fund - General	618,423	663,572	908,508	935,585	903,146	903,146	871,555
389-303	Miscellaneous Income	129,831	133,831	168,758	249,661	105,000	80,000	90,000
389-307	Corporate Partnership Program	2,050	9,500	100	515	1,000	500	500
389-308	Loan Interest - DuPage M & M	32	-	(14)	72	-	-	-
389-312	Veteran's Memorial	12,560	-	420	120	-	130	-
389-313	Other Memorials	-	-	1,664	3,515	-	3,500	-
389-350	Central Equip Funding - W & S	274,593	278,525	472,028	276,714	378,559	378,559	361,584
Total Miscellaneous		5,713,880	5,814,793	5,157,778	6,793,686	6,328,071	6,286,595	6,232,673
391-301	Transfer from General Fund	665,970	1,078,760	1,283,275	1,585,094	1,377,396	1,377,396	1,858,155
391-305	Transfer from Road and Bridge	-	-	-	-	-	-	400,000
391-316	Transfer from SSA #6	-	-	-	-	70,094	70,094	70,094
391-320	Transfer from Foreign Fire	-	-	-	20,708	-	-	-
391-333	Transfer from TIF #3	-	-	-	(4,279,281)	-	-	-
391-350	Transfer from Water & Sewer	315,418	365,541	125,250	314,463	196,000	196,000	220,000
Total Interfund Transfers		1,831,887	1,444,301	1,408,525	(2,359,016)	1,643,490	1,643,490	2,548,249
392-301	Gain on Sale of Capital Assets	7,569	45,286	148,909	14,899	-	20,000	-
392-304	Capital Contributions	1,375,285	180,126	1,135,765	-	-	-	-
Total Other		1,382,854	225,412	1,284,674	14,899	-	20,000	-
Total Revenues and Other Financing Sources		54,015,472	56,827,403	42,361,718	54,495,346	58,614,443	58,138,007	60,272,148

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses								
401-403	Refunds	27,240	197,128	51	69,433	60,000	78,000	150,000
401-411	Salaries-Regular	13,623,325	13,728,531	9,618,878	14,182,991	14,964,894	15,020,772	15,383,761
401-412	Salaries-Part Time	670,269	702,725	320,327	677,260	854,400	779,294	893,053
401-421	Overtime Compensation	951,579	1,084,751	846,919	1,288,899	1,097,790	1,213,307	1,138,797
401-422	Court Appearances	188,545	161,163	121,711	170,307	175,000	175,000	175,000
401-423	Holiday Pay	151,279	150,517	144,500	138,109	192,747	192,747	197,503
401-426	Compensation Adjustment	8,089	7,287	-	-	8,400	-	-
401-427	Language Proficiency	21,027	19,351	17,689	20,645	22,250	22,250	22,250
401-428	On-Call Premium Pay	31,021	30,571	20,535	31,476	35,132	32,602	34,132
401-429	Employee Incentive	17,587	25,659	8,607	11,459	26,950	26,950	26,950
401-441	State Retirement	920,340	939,805	622,457	950,158	1,003,355	1,008,208	964,896
401-442	Social Security	990,417	1,001,929	676,553	1,057,524	1,124,822	1,126,890	1,158,748
401-443	Police/Fire Pension	4,744,370	5,134,725	3,747,354	6,102,192	6,308,378	6,610,086	7,134,276
401-444	Employee Insurance	2,608,399	2,846,659	1,882,315	2,471,043	3,172,301	3,156,464	3,069,510
401-445	Special Pension	40,699	39,297	25,319	42,552	56,022	56,022	56,473
401-446	Unempl Compensation	83,199	43,011	5,618	33,588	37,032	31,500	34,000
401-450	OPEB	4,938	14,497	7,485	11,097	25,000	12,000	15,000
Total Personal Services		25,082,323	26,127,606	18,066,318	27,258,734	29,164,473	29,542,092	30,454,349
402-411	Office Supplies	128,448	114,728	68,595	102,952	95,599	93,674	91,827
402-413	Membership & Subscriptions	108,812	107,593	81,243	122,000	141,127	148,543	177,563
402-414	Books, Publications, Maps	13,139	4,574	4,733	9,630	13,715	9,615	7,447
402-421	Gasoline & Lube	438,846	401,870	293,828	205,607	318,395	180,500	225,875
402-422	Auto Parts & Accessories	110,861	113,820	73,956	108,059	114,300	90,000	110,000
402-423	Communication Parts	11,690	5,270	7,418	2,567	9,300	6,350	10,600
402-425	Ammunition	-	2,020	1,919	2,000	2,000	2,000	2,000
402-426	Bulk Chemicals	10,521	11,791	11,022	16,288	26,169	25,169	19,900
402-427	Materials & Supplies	349,827	379,974	239,693	459,861	584,876	607,010	473,096
402-428	Cleaning Supplies	25,726	26,648	18,423	27,806	30,279	30,279	29,305
402-429	Part & Access-Non Auto	42,079	32,957	32,131	50,020	64,050	60,050	61,300
402-431	Uniforms	76,892	67,421	40,527	82,644	84,275	93,125	84,875
402-433	Safety & Protective Equip	25,094	18,519	15,800	21,763	40,680	36,849	33,507
402-434	Small Tools	26,555	12,024	26,211	53,886	26,605	25,570	27,755
402-435	Evidence	5,149	4,371	3,312	5,000	5,000	5,000	5,000
402-436	Photo Supplies	6,661	520	931	814	2,200	2,500	1,000
402-437	Resale Merchandise	-	-	1,685	1,406	9,376	3,600	5,000
402-490	Employee Recognition	36,077	17,326	16,786	35,166	33,290	33,290	35,950
402-499	Miscellaneous Expense	19,450	3,842	12,801	4,175	54,050	10,650	18,050
Total Commodities		1,435,827	1,325,267	951,013	1,311,644	1,655,286	1,463,774	1,420,050
403-411	Telephone	217,631	227,524	198,082	262,692	274,534	270,535	238,472
403-412	Postage	84,128	78,891	50,924	85,470	108,242	99,390	128,715
403-413	Light & Power	215,697	229,543	173,829	259,679	221,692	234,700	242,800
403-414	Natural Gas	40,414	51,901	37,398	35,409	38,250	31,200	34,300
403-415	Street Lighting	54,110	51,740	33,354	60,279	51,000	63,000	65,000
403-416	Property Taxes	431,149	419,727	289,442	-	-	-	-
403-417	Tax Incentive Payments	1,862,942	1,869,874	1,335,487	2,675,396	2,347,670	2,347,670	2,025,000
403-421	Liability Insurance Program	454,242	860,679	472,240	814,057	955,400	945,000	963,480
403-431	M & R- Auto Equipment	63,609	60,496	37,701	77,009	51,500	85,000	75,000
403-432	M & R- Office Equipment	7,496	2,150	1,155	1,582	2,000	2,000	2,000
403-433	M & R- Comm Equipment	224	1,350	588	-	4,435	3,525	-
403-434	M & R- Buildings	145,246	170,578	103,914	124,718	125,695	123,400	103,195
403-435	M & R- Streets & Bridges	611,719	653,103	563,614	751,278	825,771	735,971	747,571
403-436	Maintenance Agreements	538,082	601,571	585,355	799,209	697,453	687,953	729,674
403-437	M & R- Other Equipment	52,759	69,282	11,177	27,220	32,810	31,810	32,300

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses (Continued)								
403-438	M & R-Forestry	139,726	150,217	27,760	46,165	76,000	75,000	60,000
403-439	M & R-Accident Claims	4,928	4,750	14,552	14,412	5,000	5,000	5,000
403-441	M & R- Sewage Treat Plant	75,556	52,353	53,530	43,944	68,500	58,000	60,000
403-442	M & R- Sewer Lines	8,918	36,415	10,856	9,732	22,000	18,000	18,000
403-443	M & R- Wells	(3,778)	-	2,824	1,475	13,500	13,500	13,500
403-444	M & R- Water Mains	27,554	34,897	19,720	26,539	20,500	40,000	23,500
403-445	M & R- Water Tanks	5,159	120,816	3,190	388,087	7,000	7,000	13,000
403-446	M & R- Water Meters	-	-	-	15,560	22,000	22,000	27,000
403-451	Equipment Rentals	922,262	1,024,152	771,723	1,053,337	1,188,510	1,172,437	1,086,011
403-452	Vehicle Maint & Replace	1,152,988	1,240,069	1,380,536	1,401,762	1,309,343	1,309,343	1,235,350
403-453	Furniture Replacement	20,000	6,950	-	20,000	20,000	20,000	4,000
403-455	Real Property Rental	775	775	775	-	775	775	775
403-461	Consulting Services	354,427	289,759	372,612	647,686	476,149	462,196	476,168
403-462	Legal Services	315,567	351,164	277,633	377,099	396,570	385,165	454,450
403-463	Auditing Services	33,964	39,129	34,759	47,205	36,435	35,050	41,100
403-464	Engineering Services	164,031	296,698	77,502	206,865	600,000	280,000	484,000
403-465	Medical Examinations	17,297	26,805	11,942	22,625	29,414	28,414	28,935
403-466	Investment Expense	69,931	82,680	54,381	80,440	88,000	82,400	86,000
403-467	Legal Publications	7,358	6,405	7,889	12,182	9,000	9,000	9,000
403-468	Uniform Rentals	6,246	7,360	5,437	7,243	8,700	4,700	4,900
403-469	Testing Services	26,017	28,928	15,315	29,447	29,140	28,500	30,140
403-470	Binding & Printing	62,906	55,246	32,703	48,536	52,969	51,160	52,520
403-471	Schools, Conf, Meetings	179,723	149,025	106,074	167,332	247,978	233,789	230,455
403-472	Transportation	36,951	34,791	11,027	18,654	51,135	41,333	47,554
403-473	Elected Officials Initiative	13,238	11,355	10,088	13,348	14,000	14,000	14,000
403-478	Fire Corp	1,334	479	506	2,955	3,800	3,000	2,000
403-479	TIF Redevelopment Agreements	349,129	142,353	45,122	668,653	470,000	528,875	616,565
403-481	Sex Offender Expense	-	-	-	4,162	-	-	-
403-482	JAWA-Fixed Cost	1,192,442	963,339	675,160	1,146,409	975,000	1,122,746	1,269,050
403-483	Shelter Inc	3,000	-	-	1,000	2,000	1,000	-
403-485	Miscellaneous Programs	12,030	74,992	10,460	8,500	18,055	17,402	24,402
403-486	Court Supervision	50,000	-	7,843	-	-	-	-
403-487	PACE Bus Service	15,680	15,680	10,453	-	-	-	-
403-488	Pk Dist Youth Programs	4,000	2,250	825	2,775	3,000	3,000	-
403-489	IEPA Discharge Fee	18,500	18,500	18,500	18,500	18,500	18,500	19,000
403-491	Special Events	49,467	45,791	21,037	41,409	41,621	41,023	52,425
403-492	Drug Forfeiture	1,000	3,650	7,108	22,099	19,550	19,550	19,300
403-493	Depreciation	1,448,194	1,506,672	1,063,456	1,508,835	695,136	984,147	896,080
403-494	DUI Expen.	797	992	1,743	4,713	14,800	14,800	35,300
403-495	WAYS	2,000	2,000	2,000	2,000	2,000	2,000	-
403-496	Collection Service	37	-	5,294	567	7,200	5,950	6,200
403-497	JAWA-Operating Costs	2,254,956	3,039,155	2,220,921	3,759,947	2,845,819	3,644,517	3,749,345
403-498	Contingency	-	-	-	-	10,000	10,000	15,000
403-499	Miscellaneous Expenses	56,337	61,985	44,906	277,283	74,884	109,533	104,805
Total Contractual Services		13,880,095	15,276,984	11,332,423	18,143,476	15,730,435	16,583,959	16,702,337
411-400	Interest S.S.A.	-	-	-	16,132	14,501	14,501	11,072
411-403	Principal- G.O. Bonds	450,000	475,000	485,000	500,000	505,000	505,000	520,000
411-404	Interest- G.O. Bonds	189,597	166,013	156,513	146,813	136,811	136,812	126,713
411-418	Principal - IEPA Loan	-	-	-	(0)	345,136	346,542	232,912
411-421	Interest - IEPA Loan	49,576	41,719	28,623	20,114	18,892	17,487	7,873
411-429	Principal - 2010A Go Bonds	280,000	335,000	390,000	445,000	480,000	480,000	510,000
411-430	Interest - 2010A Go Bonds	814,248	809,348	801,575	790,660	776,130	776,130	758,218
Total Debt Service		1,783,421	1,827,080	1,861,710	1,918,718	2,276,470	2,276,472	2,166,788

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Summary by Account-All Funds
 Fiscal Year Ending December 31, 2017

Account	Description	FY 2013 Actual	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses (Continued)								
412-401	Interfund General	67,977	107,990	145,294	-	55,593	55,593	59,022
412-403	Interfund MFT	-	-	-	-	-	-	400,000
412-417	Transfer to MWRD	-	-	19,309	-	-	-	-
412-418	Transfer to State Restricted	-	-	168,589	-	-	-	-
412-419	Transfer to Federal Restricted	-	-	1,479	-	-	-	-
412-420	Interfund foreign Fire Tax	-	-	-	20,708	-	-	-
412-431	General Capital Outlay	961,388	1,149,439	1,100,530	1,710,094	1,573,396	1,573,396	2,078,155
Total Interfund Transfers		1,029,365	1,257,429	1,435,201	1,730,802	1,628,989	1,628,989	2,537,177
413-411	Land	62,888	2,317	1,325	318	-	300,000	250,000
413-421	Buildings	193,802	215,565	1,252,326	399,028	575,000	503,680	475,000
413-422	Impr Other Than Buildings	2,092,762	1,218,379	1,239,682	538,735	2,934,631	2,000,755	3,290,000
413-431	Office Equipment	193,867	1,278,682	411,087	318,617	375,000	375,000	848,000
413-432	Office Furniture & Fixtures	-	-	960	-	-	-	-
413-441	Automobiles	-	-	642,171	210,658	249,000	190,000	160,000
413-442	Trucks	-	-	824,341	303,136	1,765,000	1,028,450	1,012,000
413-443	Other Equipment	230,957	106,570	280,850	218,848	465,396	493,396	877,155
413-461	Sewage Treatment Plant	24,743	28,808	-	121,000	550,000	-	-
413-462	Sewer Lines	73,909	11,200	40,617	215,027	535,000	335,000	400,000
413-472	Water Mains	78,097	(34,688)	111,040	47,496	300,000	300,000	550,000
Total Capital Outlay		3,584,307	2,826,833	4,804,400	2,372,862	7,749,027	5,526,281	7,862,155
Total Expenditures and Other Financing Uses		46,795,338	48,641,199	38,451,065	52,736,237	58,204,680	57,021,567	61,142,856

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unassigned Net Assets (Estimated)
Fiscal Year Ending December 31, 2017

	General Fund FY 2017	Special Revenue Funds											
		Motor Fuel Tax Fund FY 2017	Road and Bridge FY 2017	MWRD FY 2017	State Restricted FY 2017	Federal Restricted FY 2017	Foreign Fire Insurance Fund FY 2017	SSA #3 FY 2017	SSA #4 FY 2017	SSA #5 FY 2017	TIF #3 FY 2017	TIF #4 FY 2017	TIF #5 FY 2017
Total Revenues	\$ 32,843,228	\$ 1,361,020	\$ 121,000	\$ 153,300	\$ 51,425	\$ -	\$ 33,000	\$ 15,820	\$ 18,665	\$ 157,036	\$ 1,871,000	\$ -	\$ 4,800
Total Expenditures	\$ 32,836,381	\$ 1,793,128	\$ 738,000	\$ 738,100	\$ 54,100	\$ 500	\$ 30,500	\$ 19,700	\$ 29,432	\$ 115,300	\$ 1,790,560	\$ 100,000	\$ 40,000
Surplus(Deficit) Revenue Over Expenditures	\$ 6,847	\$ (432,108)	\$ (617,000)	\$ (584,800)	\$ (2,675)	\$ (500)	\$ 2,500	\$ (3,880)	\$ (10,767)	\$ 41,736	\$ 80,440	\$ (100,000)	\$ (35,200)
Beginning Fund Balance Unassigned Net Assets (Estimated) - December 31, 2016	16,472,033	493,768	896,294	729,237	291,600	729	56,181	38,895	52,757	49,525	3,927,637	(25,674)	(44,394)
Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2016	\$ 16,478,880	\$ 61,660	\$ 279,294	\$ 144,437	\$ 288,925	\$ 229	\$ 58,681	\$ 35,015	\$ 41,990	\$ 91,261	\$ 4,008,077	\$ (125,674)	\$ (79,594)
Percentage of FY 2016 Expenditures	<u>50.18%</u>												

Fund Balance applies to General, Special Revenue Funds.

VILLAGE OF HANOVER PARK, ILLINOIS
Statement of Revenues, Expenditures and
Changes in Fund Balance/Unassigned Net Assets (Estimated)
Fiscal Year Ending December 31, 2017

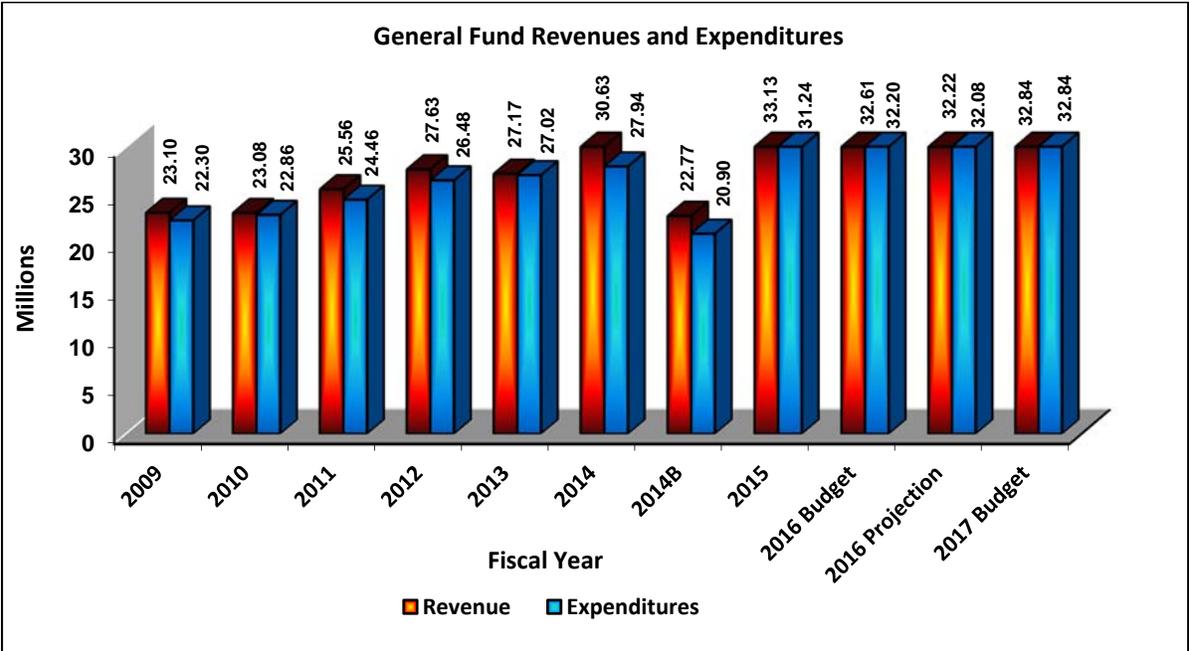
	Debt Service Funds			Capital Project Funds		Enterprise Funds			Internal Service Funds		Pension Trust Funds	
	2011 GO Bond Fund FY 2017	2010 GO Bond Fund FY 2017	2010A GO Bond Fund FY 2017	SSA #6 FY 2017	General Capital Project Fund FY 2017	Water & Sewer Fund FY 2017	Municipal Commuter Lot FY 2017	Hanover Square Fund FY 2017	Central Equipment FY 2017	I.T. Equipment Fund FY 2017	Police Pension Fund FY 2017	Fire Pension Fund FY 2017
Total Revenues	\$ 646,813	\$ 783,880	\$ 484,488	\$ 75,130	\$ 1,779,655	\$ 12,756,640	\$ 390,800	\$ -	\$ 1,098,572	\$ 300,100	\$ 3,414,753	\$ 1,911,023
Total Expenditures	\$ 648,213	\$ 785,280	\$ 485,938	\$ 75,094	\$ 1,778,155	\$ 12,752,534	\$ 573,221	\$ -	\$ 1,471,000	\$ 435,000	\$ 2,622,480	\$ 1,230,240
Surplus(Deficit) Revenue Over Expenditures	\$ (1,400)	\$ (1,400)	\$ (1,450)	\$ 36	\$ 1,500	\$ 4,106	\$ (182,421)	\$ -	\$ (372,428)	\$ (134,900)	\$ 792,273	\$ 680,783
Beginning Fund Balance Unassigned Net Assets (Estimated) - December 31, 2016	92,712	96,236	(120,432)	(251,097)	899,931	6,824,145	203,378	-	5,409,259	465,000	28,050,165	16,090,690
Ending Fund Balance/Unassigned Net Assets (Estimated) - December 31, 2016	\$ 91,312	\$ 94,836	\$ (121,882)	\$ (251,061)	\$ 901,431	\$ 6,828,251	\$ 20,957	\$ -	\$ 5,036,831	\$ 330,100	\$ 28,842,438	\$ 16,771,473
Percentage of FY 2016 Expenditures												

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

GENERAL FUND

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

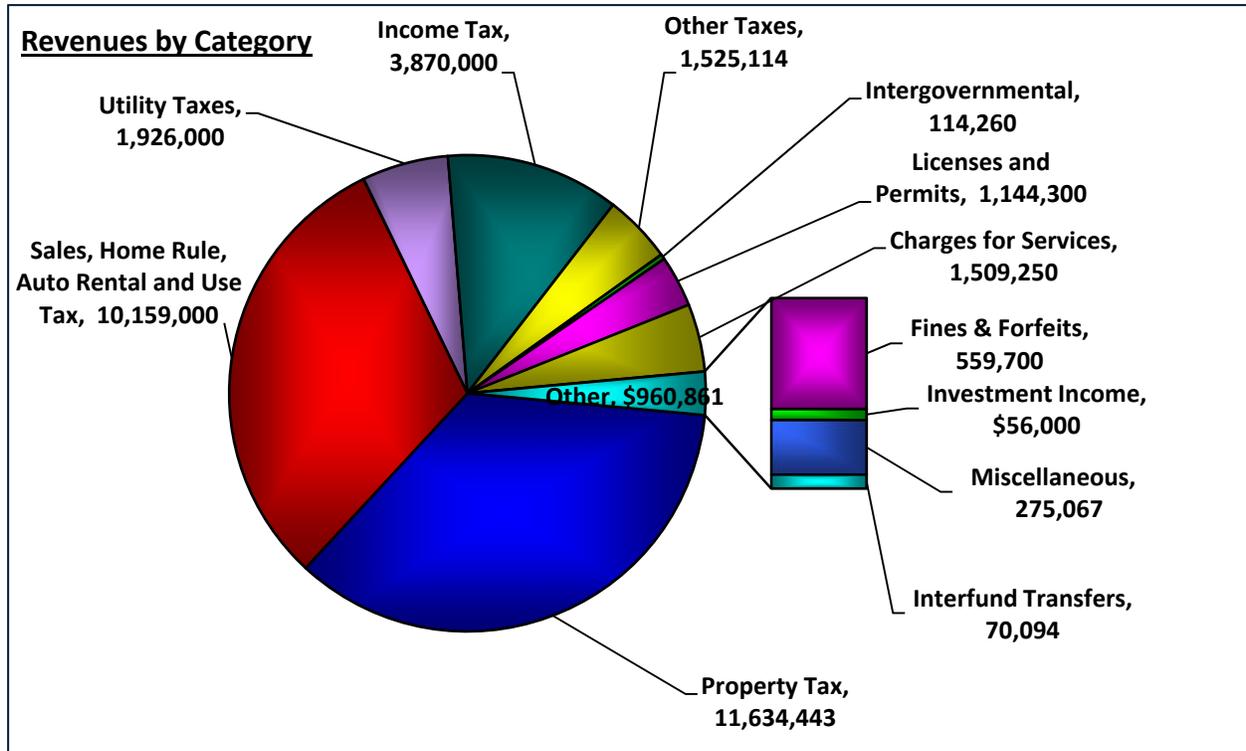
- Village Board, Village Clerk, Committees and Commissions
- Administrative Services
- Finance Department
- Public Works Department
- Fire Department
- Police Department
- Community Development Department



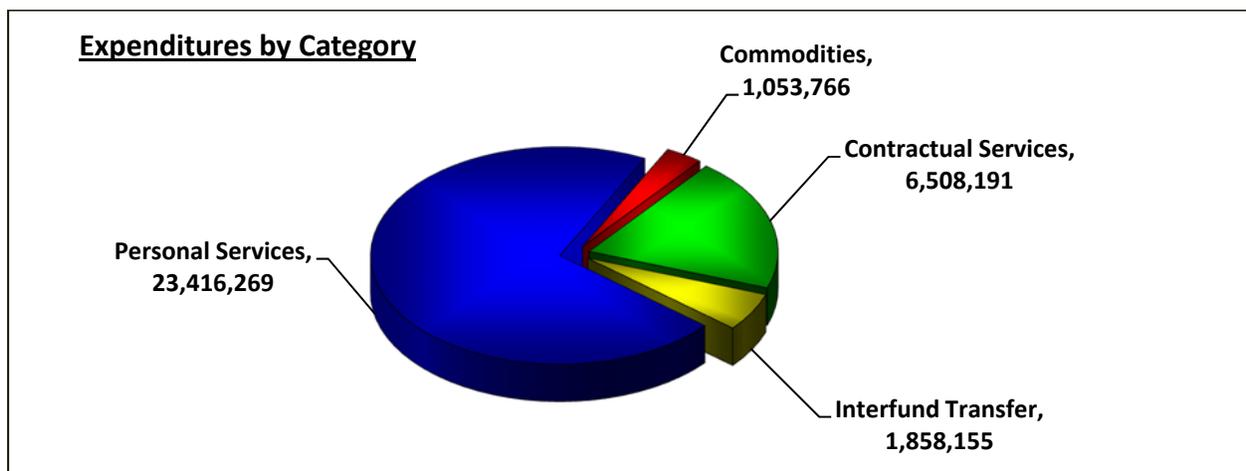
2009 – 2015: Actual Revenues and Expenditures

Total General Fund revenues for FY2017 exceeds operating expenditures for FY2017 by \$11,847, due to moderate increases in some of the Village’s economic sensitive revenues such as sales and income taxes, and staff has been diligently monitoring expenses to ensure that the Village remains fiscally stable, while still providing core service in the most responsible ways possible.

GENERAL FUND Fiscal Year 2017 Budget



Property tax revenue accounts for 35.4% and is the largest revenue source in the General Fund. The property tax levy increase by 0.26% for Fiscal Year 2017. Overall budgeted revenues increased 0.72% over the FY2016 Budget.



Personal Services account for 71% of the General Fund budget. Fiscal Year 2017 General Fund budgeted expenditures have increased by 1.98% over the Fiscal Year 2016.

VILLAGE OF HANOVER PARK, ILLINOIS
Revenue Summary by Account
Fiscal Year Ending Decemer 31, 2017

Fund 001 - General Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 10,766,348	\$ 8,672,223	\$ 11,527,518	\$ 11,603,891	\$ 11,500,000	\$ 11,634,443
312-301 Telecommunications Tax	908,052	486,368	754,969	648,275	696,700	695,000
312-302 Natural Gas Tax	244,507	88,079	215,496	229,145	200,000	235,000
312-303 Electric Tax	435,611	645,153	1,017,092	710,000	970,000	996,000
313-301 Sales Tax	5,361,445	3,723,114	5,641,105	6,000,000	5,500,000	5,620,000
313-302 Use Tax	669,932	545,220	844,592	667,000	860,000	875,000
313-303 Home Rule Sales Tax	3,217,418	2,524,471	3,689,384	3,375,000	3,500,000	3,650,000
313-304 Real Estate Transfer Tax	254,394	333,249	368,563	265,000	350,000	380,114
313-305 Hotel / Motel Tax	43,687	35,800	45,939	45,000	45,000	45,000
314-301 Prepared Food Tax	1,036,661	732,613	1,134,073	1,140,000	1,100,000	1,100,000
314-305 Foreign Fire Insurance Tax	24,211	-	-	-	-	-
314-306 Video Gaming Tax	23,416	-	-	-	-	-
314-307 Auto Rental Tax	-	12,486	15,456	12,000	14,000	14,000
Total Taxes	22,985,682	17,798,776	25,254,187	24,695,311	24,735,700	25,244,557
331-301 Personal Property Replacement	91,993	51,600	86,945	92,500	87,000	88,000
331-302 State Income Tax	3,700,323	2,335,241	4,040,449	3,750,000	3,700,000	3,870,000
332-301 State Grants	-	-	6,075	-	-	-
380-303 ILEOT Boards	8,952	-	-	8,000	10,000	8,000
380-317 DuPage City Mowing Reimb.	14,959	10,360	10,360	11,000	10,360	10,360
380-328 OJP Bullet Proof Vest Grant	3,345	-	610	6,404	6,404	3,000
380-326 ILEAS Reimbursement	3,198	19,245	919	2,000	950	900
380-306 Police Programs	14,195	12,727	18,442	4,000	4,000	4,000
Total Intergovernmental Revenues	3,836,965	2,429,173	4,163,800	3,873,904	3,818,714	3,984,260
321-301 Business Licenses	87,354	3,507	93,597	89,000	63,000	75,000
321-302 Liquor Licenses	63,099	51,755	55,112	63,175	4,970	50,000
321-303 Contractor's Licenses	46,675	22,697	45,165	50,000	60,000	50,000
321-304 Vendor / Solicitor Licenses	610	2,300	1,175	2,000	1,000	1,000
321-306 Animal Licenses	985	540	955	550	550	550
321-307 Penalties on Licenses	19,904	2,625	50	2,000	100	2,000
321-308 Multi - Family Licenses	91,500	51,325	35,700	91,350	85,000	91,350
321-309 Single Family Rental Licenses	86,650	52,600	101,275	67,800	100,000	78,000
322-301 Building Permits - Cook	113,561	92,195	334,822	400,000	266,358	250,000
322-302 Building Permits - DuPage	107,471	96,622	-	-	-	-
322-303 Sign Permits	5,007	2,102	695	1,000	900	1,000
322-304 Video Gaming Terminal Permits	18,792	-	-	-	-	-
323-306 Land Use Development	-	-	3,975	-	3,000	-
323-307 Cable Franchise Fee	377,788	271,396	415,335	405,000	410,000	420,000
323-301 Solid Waste Franchise Fee	118,969	66,615	122,121	120,236	122,200	125,400
Total Licenses and Permits	1,138,365	716,279	1,209,977	1,292,111	1,117,078	1,144,300
363-300 Printed Materials	3,766	2,545	3,945	3,000	7,000	3,500
323-312 Ambulance Fee	667,364	404,052	689,022	640,000	700,000	680,000
323-305 Plan Review - Insp Svc. Fee	61,714	43,281	18,758	60,000	20,000	40,000
323-302 Building Reinspection Fee	3,150	1,800	1,658	1,800	1,600	1,800
323-314 Vehicle Impoundment Fee	719,500	335,500	488,500	575,000	500,000	500,000

VILLAGE OF HANOVER PARK, ILLINOIS
Revenue Summary by Account
Fiscal Year Ending Decemer 31, 2017

Fund 001 - General Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
323-313 CPR Fee	2,340	1,795	2,375	2,500	2,500	2,500
323-316 ADT Administrative Fee	5,719	4,604	6,183	6,200	4,000	4,000
323-317 Public Safety Application Fee	4,560	3,220	3,620	3,000	2,000	2,000
323-318 Child Safety Seat Install Fee	105	210	210	100	105	100
323-303 Inspection Fee - Misc. / TCO	1,207	600	500	350	350	350
323-320 Highlighter Advertising Fee	1,000	650	1,150	-	500	-
364-300 Rental Income	294,211	237,041	230,036	275,000	400,000	275,000
323-319 Elevator Inspection Fee	-	(250)	(429)	-	-	-
323-321 Fire Training Course Fee	-	1,520	5,605	-	960	-
Total Charges for Services	1,764,636	1,036,568	1,451,133	1,566,950	1,639,015	1,509,250
351-301 Traffic Fines - Cook	95,739	114,976	98,688	100,000	100,000	100,000
351-302 Traffic Fines - DuPage	44,863	28,311	46,488	32,000	45,000	45,000
351-303 Ordinance Violations	248,187	258,769	334,771	270,000	280,000	290,000
351-304 Warning Tickets	140	-	-	100	-	-
351-305 Police False Alarm Fines	7,350	(1,025)	8,450	4,500	8,000	7,500
351-306 DUI Fines	36,979	-	-	-	-	-
351-307 Fire False Alarm Fines	5,125	2,764	5,000	3,000	700	1,000
351-308 Traffic Court Supervision	19,241	-	-	-	-	-
351-309 Red Light Camera	131,817	61,348	143,838	115,000	85,000	115,000
351-310 Kennel Fees	1,525	985	1,265	1,000	1,500	1,200
Total Fines and Forfeits	590,966	466,128	638,500	525,600	520,200	559,700
361-300 Interest On Investments	143,361	51,509	53,907	51,000	52,000	55,000
362-300 Net Change In Fair Value	-	245	229	670	1,100	1,000
389-308 Loan Interest - DuPage M & M	-	(14)	72	-	-	-
Total Investment Income	143,361	51,740	54,208	51,670	53,100	56,000
380-307 Expenditures Fire	16,150	14,464	14,284	15,000	6,000	10,000
380-309 Expenditures Miscellaneous	39,682	21,652	34,765	25,000	40,000	35,000
380-327 Hazardous Materials	492	22,569	7,706	-	5,000	5,000
380-339 Insurance Reserve Refund	-	-	-	266,631	-	-
389-303 Miscellaneous Income	101,431	130,496	108,119	75,000	70,000	75,000
389-307 Corporate Partnership Program	9,500	100	515	1,000	500	500
389-350 Central Equip Funding - W & S	-	-	189,463	149,567	149,567	149,567
392-301 Sale of Capital Assets	-	82,883	-	-	-	-
Total Miscellaneous	167,255	272,163	354,852	532,198	271,067	275,067
391-316 SSA #6	-	-	-	70,094	70,094	70,094
Total Interfund Transfers	-	-	-	70,094	70,094	70,094
Total Revenues and Other Financing Sources	\$ 30,627,230	\$ 22,770,827	\$ 33,126,657	\$ 32,607,838	\$ 32,224,968	\$ 32,843,228

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses							
401-411	Salaries - Regular	\$ 11,421,921	\$ 8,273,249	\$ 12,273,357	\$ 12,780,697	\$ 12,829,038	\$ 13,248,277
401-412	Salaries - Part - Time	698,890	305,916	652,407	819,600	757,694	843,453
401-421	Overtime Compensation	926,472	748,151	1,138,767	984,779	1,063,296	1,000,286
401-422	Court Appearances	159,300	121,711	170,307	175,000	175,000	175,000
401-423	Holiday Pay	149,600	144,500	138,109	192,747	192,747	197,503
401-426	Compensation Adjustment	7,200	-	-	8,400	-	-
401-427	Language Proficiency	18,850	17,689	20,645	22,250	22,250	22,250
401-428	On Call Premium Pay	10,774	4,132	9,568	10,030	7,500	10,030
401-429	Employee Incentive	26,950	8,607	11,459	26,950	26,950	26,950
401-441	State Retirement	701,185	405,528	582,317	671,216	675,342	657,378
401-442	Social Security	880,360	560,041	902,098	936,405	937,594	975,799
401-443	Police / Fire Pension	2,645,283	1,989,927	3,243,581	3,374,416	3,374,416	3,601,476
401-444	Employee Insurance	2,347,003	1,600,548	2,124,172	2,702,539	2,686,702	2,582,501
401-445	Special Pension	31,118	25,319	42,552	43,644	43,644	43,366
401-446	Unemployment Compensation	80,215	4,775	31,801	35,032	30,000	32,000
Total Personal Services		20,105,121	14,210,094	21,341,141	22,783,705	22,822,173	23,416,269
402-411	Office Supplies	101,654	66,034	98,054	90,980	88,905	87,405
402-413	Memberships / Subscriptions	94,723	74,913	93,073	103,152	116,003	137,393
402-414	Books / Publications / Maps	12,020	4,305	9,630	13,070	8,970	7,447
402-421	Gasoline & Lube	397,795	293,374	204,872	317,895	180,000	225,375
402-422	Automotive Parts	110,821	73,956	108,059	114,300	90,000	110,000
402-423	Communications Parts	9,350	7,418	2,567	9,300	6,350	10,600
402-425	Ammunition	2,000	1,919	2,000	2,000	2,000	2,000
402-426	Bulk Chemicals	4,722	3,252	3,359	5,900	4,900	4,900
402-427	Materials & Supplies	203,215	125,389	219,262	228,519	228,860	226,829
402-428	Cleaning Supplies	25,474	17,158	26,816	27,295	27,295	27,305
402-429	Parts & Accessories - Non - Auto	42,500	21,304	42,282	47,750	43,750	52,000
402-431	Uniforms	74,281	39,136	78,813	80,525	89,325	81,175
402-433	Safety & Protective Equipment	15,795	12,081	14,527	20,295	18,310	14,792
402-434	Small Tools	17,470	24,555	19,608	21,960	21,860	21,795
402-435	Evidence	5,000	3,312	5,000	5,000	5,000	5,000
402-436	Photo Supplies	1,675	931	814	2,200	2,500	1,000
402-490	Employee Recognition	22,824	16,786	35,166	33,290	33,290	35,950
402-499	Miscellaneous Expense	4,050	1,184	2,178	3,400	3,550	2,800
Total Commodities		1,145,369	787,008	966,078	1,126,831	970,868	1,053,766
403-411	Telephone	195,226	129,042	194,647	200,834	198,235	180,372
403-412	Postage	44,611	26,182	45,473	51,502	48,230	48,475
403-413	Light & Power	1,417	1,186	1,658	1,692	1,700	1,800
403-414	Natural Gas	25,559	32,327	25,529	22,050	20,000	21,600
403-417	Tax Incentive Payments	1,769,874	1,335,487	2,675,396	2,347,670	2,347,670	2,025,000
403-421	Liability Insurance Program	439,607	351,510	554,530	488,920	485,000	493,400
403-431	M & R - Auto Equipment	51,500	37,701	77,009	51,500	85,000	75,000
403-432	M & R - Office Equipment	7,310	1,155	1,582	2,000	2,000	2,000
403-433	M & R - Communication Equipment	3,575	588	-	4,375	3,525	-
403-434	M & R - Buildings	66,200	27,338	72,340	67,200	67,200	70,700
403-435	M & R - Streets & Bridges	287,471	183,326	350,187	345,771	303,971	328,571

VILLAGE OF HANOVER PARK, ILLINOIS
 Expenditure Summary by Account
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses (Continued)							
403-436	Maintenance Agreements	376,777	411,071	562,039	524,666	525,741	548,788
403-437	M & R - Other Equipment	17,113	9,799	22,754	20,000	19,000	19,000
403-438	Maintenance - Forestry	193,076	27,760	46,165	76,000	75,000	60,000
403-439	M & R - Accident Claims	5,000	14,552	14,412	5,000	5,000	5,000
403-451	Equipment Rentals	580,401	546,115	742,151	771,829	757,329	766,801
403-452	Vehicle Maintenance & Replacemen	611,280	908,508	935,585	930,784	930,784	873,765
403-453	Furniture Replacement	26,929	-	20,000	20,000	20,000	4,000
403-461	Consulting Services	160,436	184,355	310,258	172,924	197,396	180,398
403-462	Legal Services	306,212	255,637	298,856	298,570	300,500	301,450
403-463	Auditing Services	24,384	22,798	32,063	23,835	22,800	28,465
403-464	Engineering Services	2,500	-	1,576	2,500	-	-
403-465	Medical Examinations	27,644	11,942	22,625	27,664	27,664	27,435
403-467	Legal Publications	11,000	7,889	12,182	9,000	9,000	9,000
403-468	Uniform Rentals	3,120	2,961	4,568	4,700	4,700	4,900
403-469	Testing Services	1,700	-	3,034	2,500	2,500	2,500
403-470	Binding & Printing	35,028	15,605	23,395	28,785	29,160	29,150
403-471	Schools / Conferences / Meetings	187,385	103,310	165,992	235,263	225,239	216,325
403-472	Transportation	38,274	11,004	18,299	49,525	40,235	46,954
403-473	Elected Officials Initiative	14,000	10,088	13,348	14,000	14,000	14,000
403-478	Fire Corp	750	506	2,955	3,800	3,000	2,000
403-483	Shelter Inc.	3,000	-	1,000	2,000	1,000	-
403-485	Miscellaneous Programs	12,000	10,460	8,500	18,055	17,402	25,202
403-486	Court Supervision Expense	40,000	-	-	-	-	-
403-487	PACE Bus Service	15,680	10,453	-	-	-	-
403-488	Park District - Youth Programs	4,000	825	2,775	3,000	3,000	-
403-489	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000	1,000
403-491	Special Events	45,178	21,037	41,409	41,621	41,023	51,625
403-492	Drug Forfeiture Expense	3,800	650	-	-	-	-
403-494	DUI Expense	2,850	-	-	-	-	-
403-495	W.A.Y.S.	2,000	2,000	2,000	2,000	2,000	-
403-496	Collection Fee Service	-	4,826	-	5,200	5,200	5,200
403-498	Contingency	-	-	-	10,000	10,000	15,000
403-499	Miscellaneous Expense	17,924	12,818	22,542	23,575	56,375	23,315
Total Contractual Services		5,662,791	4,733,810	7,329,832	6,911,310	6,908,579	6,508,191
412-417	MWRD	-	19,309	-	-	-	-
412-418	State Restricted	-	168,589	-	-	-	-
412-419	Federal Restricted	-	1,479	-	-	-	-
412-420	Foreign Fire	-	-	20,708	-	-	-
412-431	General Capital Outlay	1,022,506	975,280	1,585,094	1,377,396	1,377,396	1,858,155
Total Interfund Transfers		1,022,506	1,164,657	1,605,802	1,377,396	1,377,396	1,858,155
Total Expenditures and Other Financing Uses		\$ 27,935,787	\$ 20,895,568	\$ 31,242,853	\$ 32,199,242	\$ 32,079,016	\$ 32,836,381

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Cost Center	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
1100	President and Board of Trustees	\$ 111,714	\$ 81,258	\$ 102,108	\$ 113,218	\$ 123,394	\$ 130,344
1200	Village Clerk	93,219	60,779	94,203	109,720	95,105	99,788
1250	Village Collector	76,885	56,663	83,272	78,883	78,883	84,933
1350	Environmental & Utility Committee	1,419	1,510	2,841	5,375	4,200	2,300
1600	CI & D Committee	2,836	500	3,547	3,948	3,948	4,000
1650	Sister Cities Committee	3,432	993	5,969	6,500	6,500	6,895
1700	Citizens Corp Council	2,463	-	-	2,300	2,300	2,300
1750	Veterans Committee	1,528	896	511	1,951	1,950	1,950
1800	Development Commission	108	300	47	1,500	900	1,400
1950	Hanover Park CONECT Committee	4,149	966	4,299	5,850	5,350	5,650
Total Village Board, Clerk, Committees and Commissions		<u>297,754</u>	<u>203,865</u>	<u>296,796</u>	<u>329,245</u>	<u>322,530</u>	<u>339,560</u>
4100	Village Manager	327,392	218,913	343,514	499,114	498,094	573,722
4400	Human Resources Department	375,136	263,285	399,917	465,284	470,895	448,019
4600	Special Events	19,917	10,782	11,909	12,525	12,525	13,925
4700	Information Technology	718,826	644,486	874,870	869,440	865,646	864,391
Total Administrative Services		<u>1,441,271</u>	<u>1,137,467</u>	<u>1,630,210</u>	<u>1,846,363</u>	<u>1,847,160</u>	<u>1,900,057</u>
3100	Administration	171,472	153,328	191,598	197,618	176,654	183,789
3200	Collections	148,005	110,264	127,004	147,442	166,106	168,899
3300	General Accounting	197,263	156,426	167,629	195,466	231,486	203,793
3500	General Administrative Services	2,989,436	722,170	930,994	1,196,576	1,186,597	1,235,400
Total Finance Department		<u>3,506,176</u>	<u>1,142,188</u>	<u>1,417,225</u>	<u>1,737,102</u>	<u>1,760,843</u>	<u>1,791,881</u>
6100	Administration	154,049	115,738	185,298	159,175	158,275	159,109
6200	Streets	1,291,269	864,644	1,452,479	1,510,092	1,465,197	1,472,969
6300	Forestry	490,734	341,337	536,141	610,582	610,127	570,383
6400	Public Buildings	590,492	374,527	583,741	631,299	623,509	615,310
6500	Fleet Services	994,860	772,979	919,530	1,026,938	893,893	942,281
6600	Engineering	260,383	161,405	285,203	396,242	406,451	380,660
6700	MWRD Fields	10,828	14,000	-	-	-	-
Total Public Works Department		<u>3,792,615</u>	<u>2,644,629</u>	<u>3,962,391</u>	<u>4,334,328</u>	<u>4,157,452</u>	<u>4,140,712</u>
7100	Fire Administration	543,217	377,290	578,778	603,656	659,156	597,663
7200	Fire Suppression	5,031,847	3,663,014	5,449,671	5,619,736	5,641,840	5,947,358
7300	Inspectional Services	630,039	413,096	534,620	679,994	599,437	696,211
7400	Non-Emergency 911	70,475	28,190	189,559	41,411	41,251	45,111
Total Fire Department		<u>6,275,579</u>	<u>4,481,590</u>	<u>6,752,628</u>	<u>6,944,797</u>	<u>6,941,684</u>	<u>7,286,343</u>
8100	Police Administration	766,133	634,925	901,628	843,875	885,975	845,989
8200	Patrol	7,211,041	5,203,899	7,764,224	7,982,399	7,980,849	7,880,637
8300	Investigations	1,567,409	1,219,830	1,749,876	1,625,186	1,614,293	1,960,178
8400	Community Services	99,751	61,348	99,175	101,403	101,403	99,733
8500	Staff Services	1,493,087	1,065,311	1,551,776	1,728,686	1,732,186	1,722,849
8600	Emergency Services	10,168	6,032	9,196	14,429	10,735	13,394
8700	Code Enforcement	413,992	354,762	493,951	576,685	585,985	563,853
Total Police Department		<u>11,561,580</u>	<u>8,546,107</u>	<u>12,569,827</u>	<u>12,872,663</u>	<u>12,911,426</u>	<u>13,086,633</u>
9200	Economic Development	333,167	1,575,065	3,007,973	2,757,348	2,760,525	2,433,040
Total Community Development		<u>333,167</u>	<u>1,575,065</u>	<u>3,007,973</u>	<u>2,757,348</u>	<u>2,760,525</u>	<u>2,433,040</u>
9900	Interfund Transfers	727,644	1,164,657	1,605,802	1,377,396	1,377,396	1,858,155
Total General Fund		<u>\$ 27,935,787</u>	<u>\$ 20,895,568</u>	<u>\$ 31,242,853</u>	<u>\$ 32,199,242</u>	<u>\$ 32,079,016</u>	<u>\$ 32,836,381</u>

INTER-FUND TRANSFERS

COST CONTROL CENTER

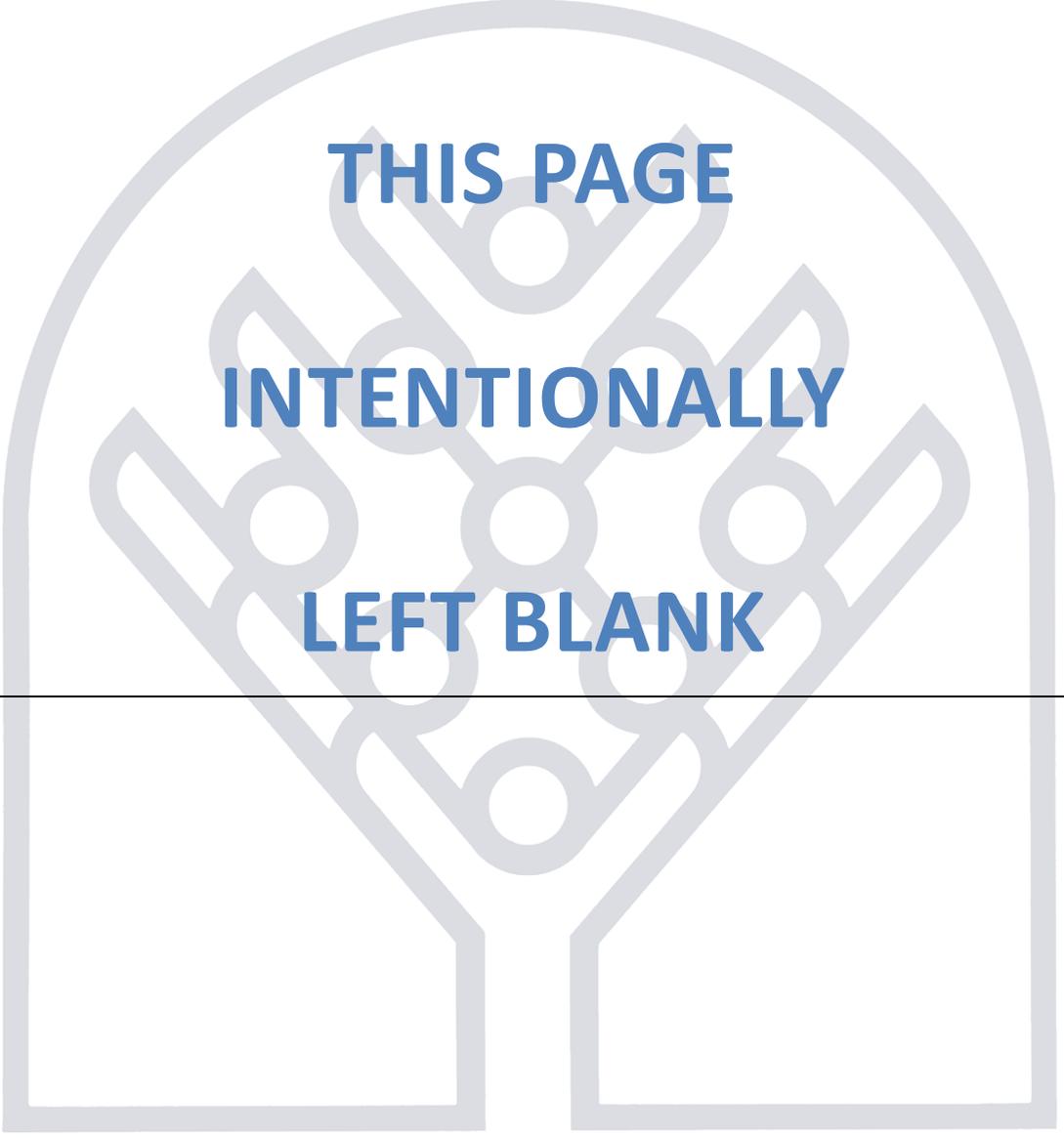
Inter-Fund Transfer	9900
---------------------	------

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 9900 - Interfund Transfers

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
412-417	MWRD	\$ -	\$ 19,309	\$ -	\$ -	\$ -	\$ -
412-418	State Restricted	-	168,589	-	-	-	-
412-419	Federal Restricted	-	1,479	-	-	-	-
412-420	Foreign Fire	-	-	20,708	-	-	-
412-431	General Capital Outlay	727,644	975,280	1,285,094	1,197,396	1,197,396	1,678,155
412-431	Gen. Cap. Outlay I.T. Replacement	-	-	300,000	180,000	180,000	180,000
Total Interfund Transfer		<u>727,644</u>	<u>1,164,657</u>	<u>1,605,802</u>	<u>1,377,396</u>	<u>1,377,396</u>	<u>1,858,155</u>
Total Interfund Transfer		<u>\$ 727,644</u>	<u>\$ 1,164,657</u>	<u>\$ 1,605,802</u>	<u>\$ 1,377,396</u>	<u>\$ 1,377,396</u>	<u>\$ 1,858,155</u>



**THIS PAGE
INTENTIONALLY
LEFT BLANK**

Hanover Park

VILLAGE BOARD

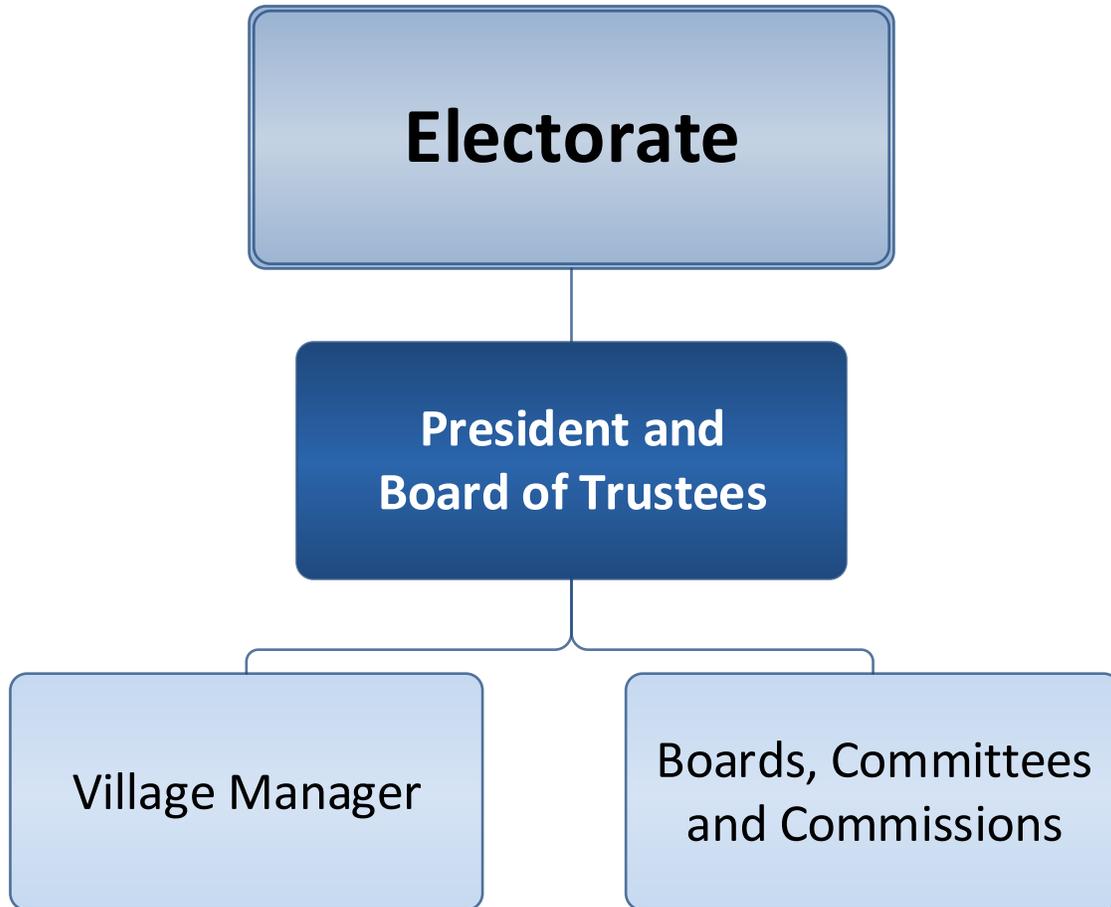
VILLAGE CLERK

COMMITTEES AND COMMISSIONS

Cost Control Centers

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

1100 – Village Board



PRESIDENT AND BOARD OF TRUSTEES 1100 – ADMINISTRATION

MISSION STATEMENT

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

DESCRIPTION OF FUNCTIONS

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

FY'17 VILLAGE BOARD VISION

To be recognized as a community that:

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

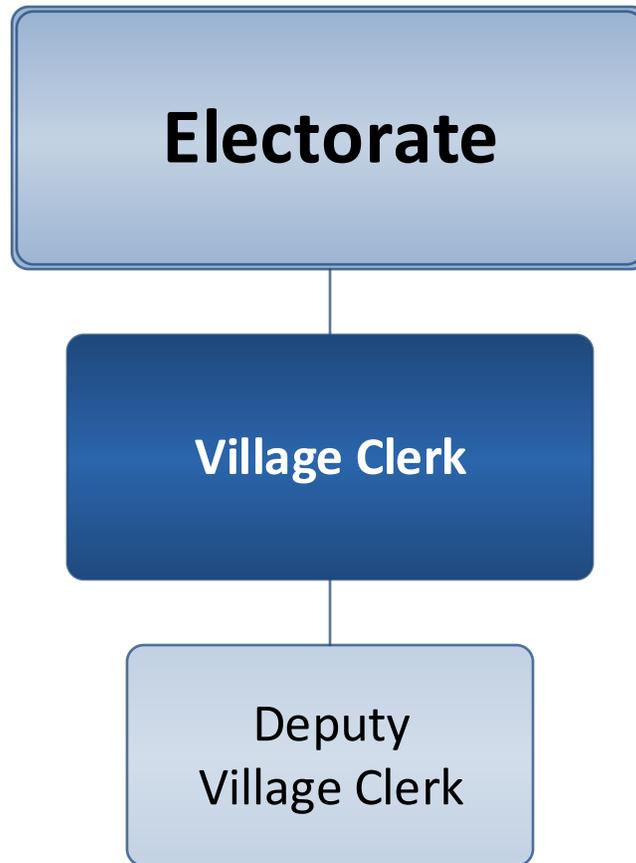
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1100 - President & Board of Trustees

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-412	Salaries-Part Time	\$ 35,112	\$ 19,821	\$ 31,253	\$ 36,000	\$ 36,000	\$ 36,000
401-441	State Retirement	-	380	-	-	-	-
401-442	Social Security	2,679	1,386	2,521	2,754	2,754	2,754
Total Personal Services		37,791	21,587	33,774	38,754	38,754	38,754
402-411	Office Supplies	1,098	144	874	550	300	550
402-413	Memberships/ Subscriptions	45,282	42,113	40,698	43,324	54,400	59,400
402-427	Materials & Supplies	69	60	485	-	-	-
402-499	Miscellaneous Expense	1,889	655	636	800	1,000	1,350
Total Commodities		48,338	42,972	42,693	44,674	55,700	61,300
403-412	Postage	274	42	166	100	100	100
403-471	Schools/Conf/Meetings	5,071	3,871	6,740	9,340	9,340	9,840
403-472	Transportation	5,889	2,788	2,726	5,350	4,500	5,350
403-473	Elected Officials Initiative	11,355	10,088	13,348	14,000	14,000	14,000
403-491	Special Events	2,996	(90)	2,661	1,000	1,000	1,000
Total Contractual Services		25,585	16,698	25,641	29,790	28,940	30,290
Total President & Board of Trustees		\$ 111,714	\$ 81,258	\$ 102,108	\$ 113,218	\$ 123,394	\$ 130,344

1200 – Village Clerk



VILLAGE CLERK'S OFFICE 1200 – ADMINISTRATION

GOALS

The goals of the Village Clerk's Office are to continue to create and maintain accurate records and files of all Village documents; to index all of the records and maintain a comprehensive Records Management Program; to comply with the Public Information Act by providing information requested by the public and Village departments in a competent manner; to strive to improve job knowledge of staff members; to maintain good working relationships with the staff, the media, and legislative bodies.

DESCRIPTION OF FUNCTIONS

The Village Clerk is, by statute, the keeper of the official records of the municipality and as such, is responsible for maintaining accurate records of the proceedings of the President and Board of Trustees. The Village Clerk maintains a file of ordinances, resolutions, bonds, contracts and agreements, which are part of the official records of the Village. Legal publications for the Village such as public hearings, notices of annexation, etcetera, are published by the Village Clerk; all documents are recorded in their respective counties as required. The Village Clerk is the local Election Official and is Deputy Registrar for voter registration in both Cook County and DuPage County. The Village Clerk is responsible for issuance of solicitor's permits, Business Licenses, Taxi Licenses, and Contractor Licenses and is required to maintain complete records of same. The Clerk also serves as secretary to the Liquor Commission, recording the proceedings of the Commission and maintaining a complete record of each license, issuing all licenses as directed by the Commission. In addition, the Village Clerk's Office provides research and copies of documents as required by other departments and/or the public. The Village Clerk's Office is also responsible for administering the Open Meetings Act and the Freedom of Information Act. The Village Clerk maintains an up-to-date municipal code and prepares the weekly calendar of meetings.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Village Clerk to attend Clerk's Academy Program. (Third quarter)
Continued
2. Continued to upgrade Records Maintenance System. (First through fourth quarters)
Continued

II. Offers convenience through technologies

1. Provided updates to municipal website. (First through fourth quarters)
Completed

2017 OBJECTIVES

Effective governance

1. Management of the 2017 municipal elections process under state statute as the local Election Official.
2. Review the liquor hearing process for the Liquor Commission.

Community Image and Identity

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

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1200 - Village Clerk

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries-Regular	\$ 51,196	\$ 30,930	\$ 48,933	\$ 51,708	\$ 51,708	\$ 53,122
401-412	Salaries-Part Time	-	-	-	5,700	-	-
401-421	Overtime Compensation	-	1,290	3,642	1,300	1,900	1,600
401-441	State Retirement	5,079	3,978	7,127	8,043	8,043	8,063
401-442	Social Security	2,565	1,955	4,134	4,392	4,392	4,600
401-444	Employee Insurance	16,699	3,894	12,901	9,912	9,912	9,678
Total Personal Services		75,539	42,047	76,737	81,055	75,955	77,063
402-411	Office Supplies	905	619	2,317	1,675	1,675	1,975
402-413	Memberships/Subscriptions	185	345	970	565	565	885
402-431	Uniforms	-	-	103	250	250	400
Total Commodities		1,090	964	3,389	2,490	2,490	3,260
403-412	Postage	1,655	712	1,848	1,500	1,500	1,500
403-436	Maintenance Agreements	610	1,337	1,074	1,000	2,000	1,750
403-461	Consulting Services	-	3,614	(218)	7,000	-	-
403-462	Legal Services	-	87	232	500	500	500
403-467	Legal Publications	4,733	3,426	4,873	4,000	4,000	4,000
403-470	Binding & Printing	4,321	5,977	4,556	6,460	6,460	6,000
403-471	Schools/Conf/Meetings	4,044	2,175	1,684	4,350	2,000	4,350
403-472	Transportation	1,228	440	27	1,365	200	1,365
Total Contractual Services		16,590	17,768	14,076	26,175	16,660	19,465
Total Village Clerk		\$ 93,219	\$ 60,779	\$ 94,203	\$ 109,720	\$ 95,105	\$ 99,788

1250 – Village Collector



VILLAGE COLLECTOR 1250 – ADMINISTRATION

GOALS

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

DESCRIPTION OF FUNCTIONS

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technologies

1. Provided updates to municipal website. (First through Fourth Quarters)
Completed

2017 OBJECTIVES

Financial Health

1. Annually reviews the types of fees allowed for collection.

Effective Governance

2. Review of business, liquor, taxi and contractor licenses as well as alarm application process.
3. Review of the response process to requests for records under the Freedom of Information Act (FOIA)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1250 - Village Collector

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries-Regular	\$ 51,008	\$ 38,977	\$ 59,120	\$ 54,035	\$ 54,035	\$ 57,343
401-441	State Retirement	8,632	5,706	7,774	7,570	7,570	7,900
401-442	Social Security	4,384	2,841	4,515	4,134	4,134	4,507
401-444	Employee Insurance	12,810	9,139	11,863	13,144	13,144	15,183
Total Personal Services		<u>76,835</u>	<u>56,663</u>	<u>83,272</u>	<u>78,883</u>	<u>78,883</u>	<u>84,933</u>
402-411	Office Supplies	50	-	-	-	-	-
Total: Commodities		<u>50</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Village Collector		<u>\$ 76,885</u>	<u>\$ 56,663</u>	<u>\$ 83,272</u>	<u>\$ 78,883</u>	<u>\$ 78,883</u>	<u>\$ 84,933</u>

1350 – Environmental Committee



PRESIDENT AND BOARD OF TRUSTEES

1350 – 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Distributed educational materials more broadly throughout the community. (Third quarter) Complete. Increased awareness of rain barrels and recycling. Will continue in future years.
2. Improved public awareness and response to the River Sweep event. (Third quarter) Ongong.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Become an active resource to the Village Board on environmental issues. (On-going)
2. Host an apiary open house to educate the public on the importance of pollinators. (Third quarter)
3. Improve public awareness and response to environment programs including River Sweep, Drain Stenciling, Apiary Open House, and Recycling Event. (On-going)

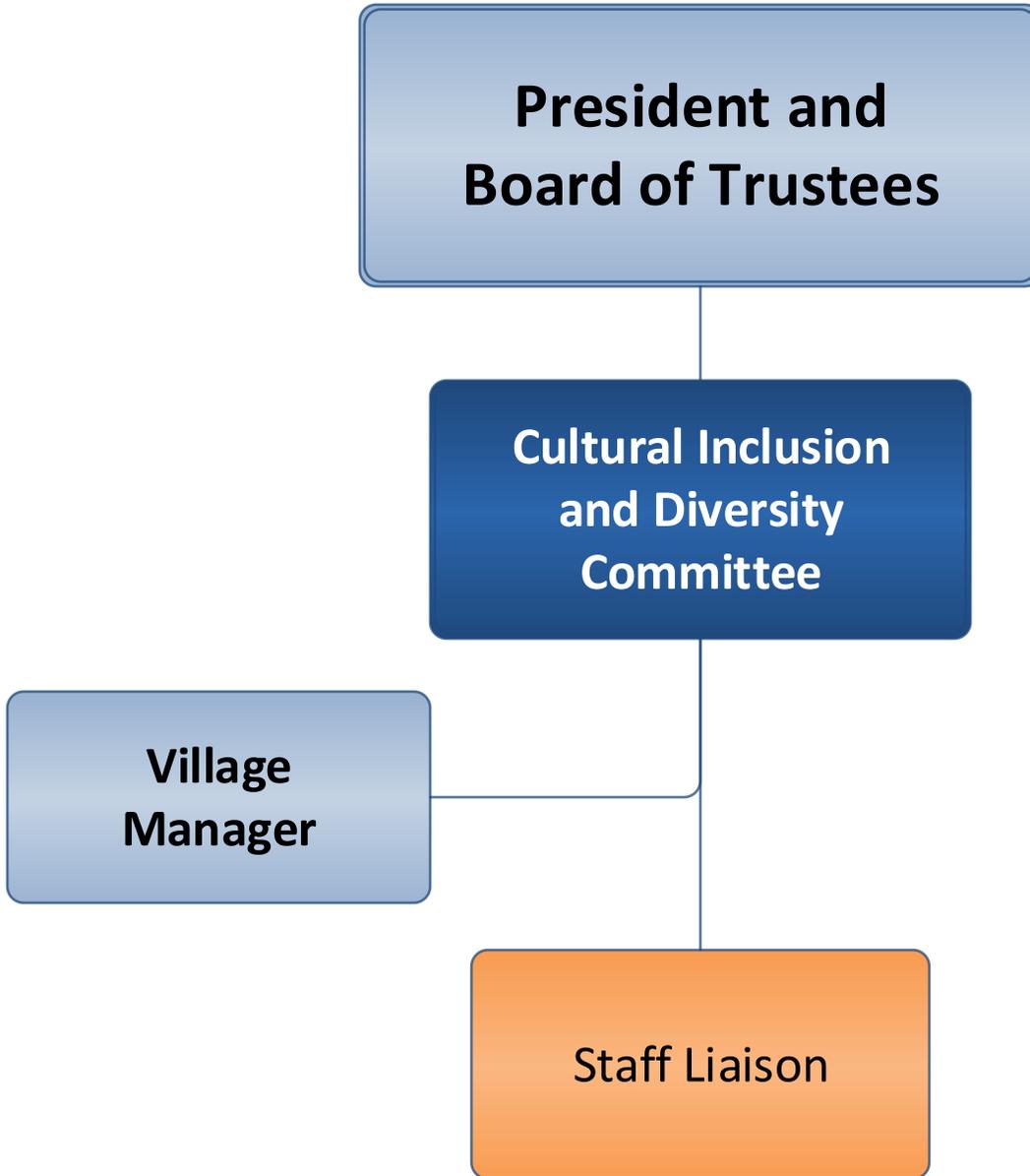
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1350 - Environmental Committee

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ 314	\$ 93	\$ 1,400	\$ 1,000	\$ 600
402-413	Memberships/Subscriptions	-	-	-	525	100	100
Total Commodities		-	314	93	1,925	1,100	700
403-471	Schools / Conferences / Meetings	-	-	-	450	100	100
403-491	Special Events	1,419	1,197	2,748	3,000	3,000	1,500
Total Contractual Services		1,419	1,197	2,748	3,450	3,100	1,600
Total Environmental Committee		\$ 1,419	\$ 1,510	\$ 2,841	\$ 5,375	\$ 4,200	\$ 2,300

1600 – Cultural Inclusion and Diversity Committee



PRESIDENT AND BOARD OF TRUSTEES

1600 – 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Supported local community events which foster inclusion and cultural diversity through participation and financial donations. *Completed.*
2. Organized the MLK Legacy Day of Service by collaborating with a non-for-profit organization serving Hanover Park residents. *Completed.*
3. Host leadership training for committee members to strengthen the impact of the committee. *Scheduled for November.*

2017 OBJECTIVES

Community Image and Identity

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

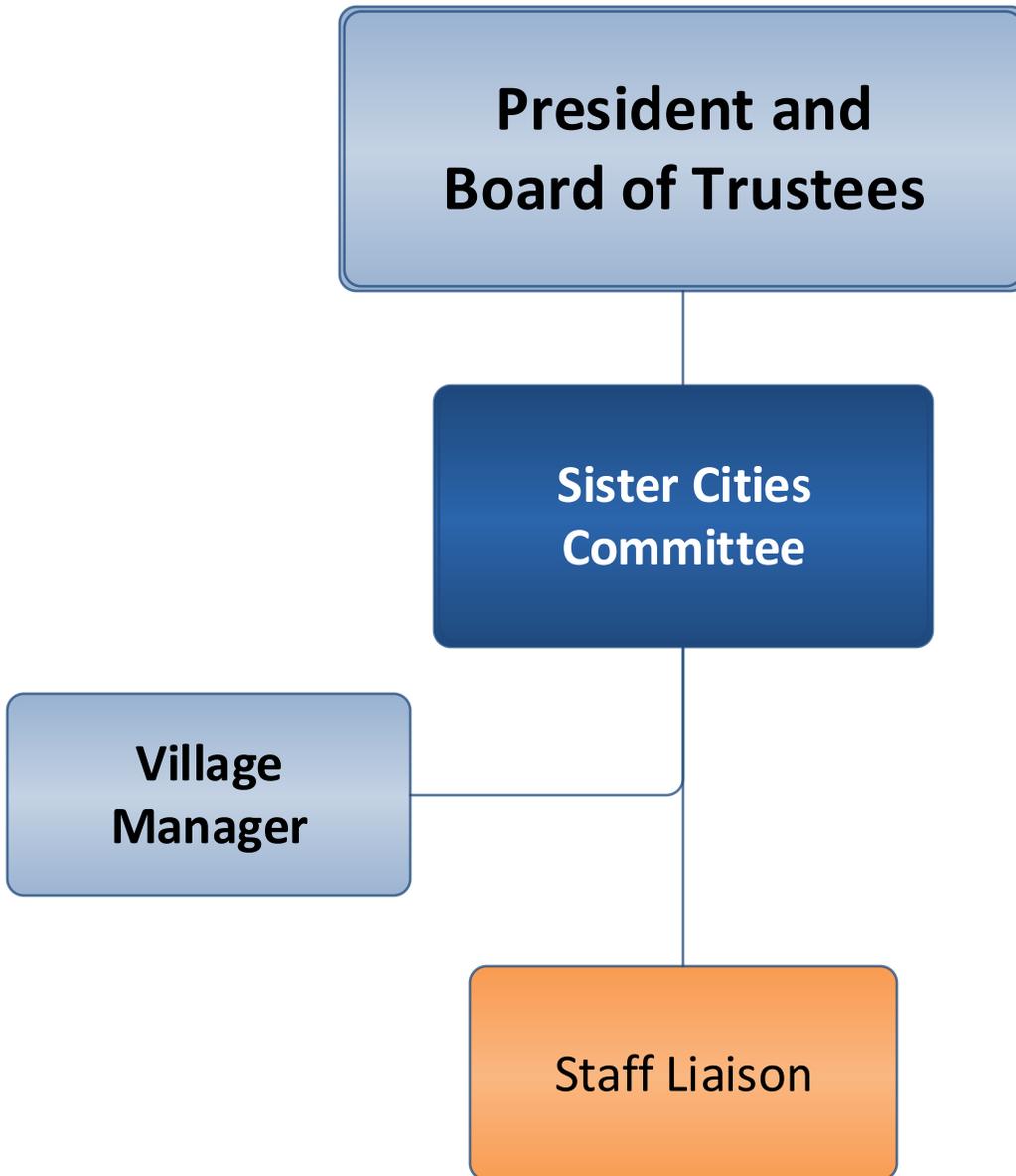
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1600 - Cultural Inclusion and Diversity Committee

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ 48	\$ -	\$ -	\$ 200	\$ 200	\$ 200
402-499	Miscellaneous Expen.	-	-	581	500	500	-
Total Commodities		<u>48</u>	<u>-</u>	<u>581</u>	<u>700</u>	<u>700</u>	<u>200</u>
403-412	Postage	-	-	27	150	150	50
403-471	Schools/Conf/Meetings	56	-	245	250	250	250
403-472	Transportation	-	-	-	100	100	-
403-491	Special Events	2,733	500	2,694	2,748	2,748	3,500
Total Contractual Services		<u>2,789</u>	<u>500</u>	<u>2,966</u>	<u>3,248</u>	<u>3,248</u>	<u>3,800</u>
Total Cultural Inclusion and Diversity Committee		<u>\$ 2,836</u>	<u>\$ 500</u>	<u>\$ 3,547</u>	<u>\$ 3,948</u>	<u>\$ 3,948</u>	<u>\$ 4,000</u>

1650 – Sister Cities Committee



PRESIDENT AND BOARD OF TRUSTEES

1650 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Recruit new members. (First through Fourth Quarters)

Recruitment is ongoing.

2. Engage local Sister Cities groups to meet together and share experiences; and participate in area cultural events. (First through Fourth Quarters)

Ongoing. Committee members attended the 2016 Ghanafest in Chicago (July), the Mexican Independence Day Parade (September), the Zacatecanos Festival in Maywood (July), and Bartlett's Sister Cities Art Appreciation event.

3. Encourage more participation by elected officials in Hanover Park, Valparaiso and Cape Coast as well as Police and Fire Departments. (First through Fourth Quarters)

Ongoing. Trustee Porter and Trustee Kemper attended the Illinois Sister Cities State Convention. Mayor Craig, Trustee Porter and Trustee Kunkel attended the Black History Month celebration. Trustee Porter attended the International Sister Cities Conference.

4. Engage community service groups (e.g., Lions, Scouts) and Village committees in opportunities to interact internationally; and develop strategies for greater visibility and exposure of Sister Cities. (First through Fourth Quarters)

Ongoing. Committee members participated in Streamwood's Art Around the World event. During the Black History Month event, donated books were presented to the representative of the branch libraries. Committee members staffed a table at the Kids at Hope resource fair. When committee members visited Valparaiso, they participated in a Lions Club event held in Fresnillo. Fauborg Dance Company students and family members attended the Black History Month celebration.

5. Award scholarships to students in Cape Coast and Valparaiso. (Third Quarter)

Scholarships were awarded to students in Cape Coast and Valparaiso.

6. Assist with Cape Coast Primary School students' general needs. (Third Quarter)

Funds were issued for ongoing maintenance at Hanover Park Primary in Cape Coast to include interior painting, repairs to the roof and shutters and window pane replacement.

7. Attend local, state and international Sister City conferences. (First and Third Quarters)

Three committee members, two Village Trustees, and four members from the community attended the Illinois State Conference in Decatur in April. The committee was recognized for having the most representatives in attendance at this year's conference and also for its consistent attendance at the conferences going back over the past several years.

Trustee Porter, Frank Grant-Acquah, Linda McCance Packham and three community members attended the Sister Cities International Conference in Washington, DC.

8. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park (penpal, competitions in academics, art, writing and athletics) and community service. (First through Fourth Quarters)

Ongoing. A penpal program will be implemented at Laurel Hill School, and program details are being finalized with Dr. Sanders.

9. Explore Sister City relationships with China and India to better reflect the diversity of Hanover Park and to increase its attractiveness to the community, to result in more participation as per objective number one. (First through Fourth Quarters)

Ongoing. Opportunities are being explored for a possible Sister Cities relationship with a community in India.

10. Develop a Sister Cities brochure. (First Quarter)

Completed.

11. Host 2016 Black History Month event. (First Quarter)

Completed. The Committee hosted a Black History Month event.

12. Sponsor a booth at the Mexican Independence Celebration. (Third Quarter)

Plans to sponsor a booth at this year's celebration had to be cancelled due to travel schedule conflicts and the lack of availability by other members to staff the booth.

III. Is fiscally responsible and transparent

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

Utilized the Village's corporate partnership program.

ADDITIONAL ACCOMPLISHMENTS

1. The Hanover Park Sister Cities delegation was recognized during the Illinois State Conference as the group with the highest number of attendees present.
2. The Committee received Sister Cities International's "Best Overall Program" award for a town with a population of 25,001-50,000. The application was selected over 53 other entries.
3. At the July International Conference, the Hanover Park delegation hosted Ghana Ambassador Joseph Smith and Mrs. Smith at the Awards Banquet. As a result of this high-profile and positive interaction, the Ambassador indicated he would sponsor an Embassy event for all Sister Cities with US-Ghana partnerships.
4. The Committee received a proclamation from the Mayor in recognition of the Black History Month event.
5. The Committee organized a reception in honor of Cinco de Mayo and was presented with a proclamation from Mayor Craig.
6. A delegation from Valparaiso led by the Mayor-elect visited Village of Hanover Park offices. They met the Village Manager and were provided with tours of the Police Department and Fire Department.
7. A three-person delegation from Hanover Park traveled to Cape Coast in August to participate in the annual Fetu Afayshe and visit current projects at District Hospital, Regional Police Headquarters and Hanover Park Primary School.

2017 OBJECTIVES

Financial Health

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

Community Image and Identity

2. Recruit new members. (First through Fourth Quarters)
3. Engage local Sister Cities groups to meet together and share experiences; and participate in area cultural events. (First through Fourth Quarters)
4. Encourage more participation by elected officials and/or department heads in Hanover Park, Valparaiso and Cape Coast. (First through Fourth Quarters)
5. Engage community service groups (eg., Lions, Scouts) and Village committees in opportunities to interact internationally; and develop strategies for greater visibility and exposure of Sister Cities. (First through Fourth Quarters)

6. Award scholarships to students in Cape Coast and Valparaiso. (Third Quarter)
7. Assist with Cape Coast Primary School students' general needs. (Third Quarter)
8. Attend local, state and international Sister City conferences. (First and Third Quarter)
9. Pursue school-to-school relationships with Cape Coast, Valparaiso and Hanover Park (penpal, competitions in academics, art, writing and athletics) and community service. (First through Fourth Quarters)
10. Explore Sister City relationships with China and India to better reflect the diversity of Hanover Park and to increase its attractiveness to the community, to result in more participation as per objective number one. (First through Fourth Quarters)
11. Host 2017 Black History Month event. (First Quarter)
12. Participate at Village events by sponsoring a table to showcase Sister Cities activities. (First through Fourth Quarters)
13. Sponsor a booth at the Mexican Independence Celebration. (Third Quarter)
14. Host event to honor the 25th anniversary of Sister Cities relationship with Cape Coast. (Third Quarter)
15. Sponsor high school student as a youth ambassador at the 2017 Sister Cities International convention. (Third Quarter)

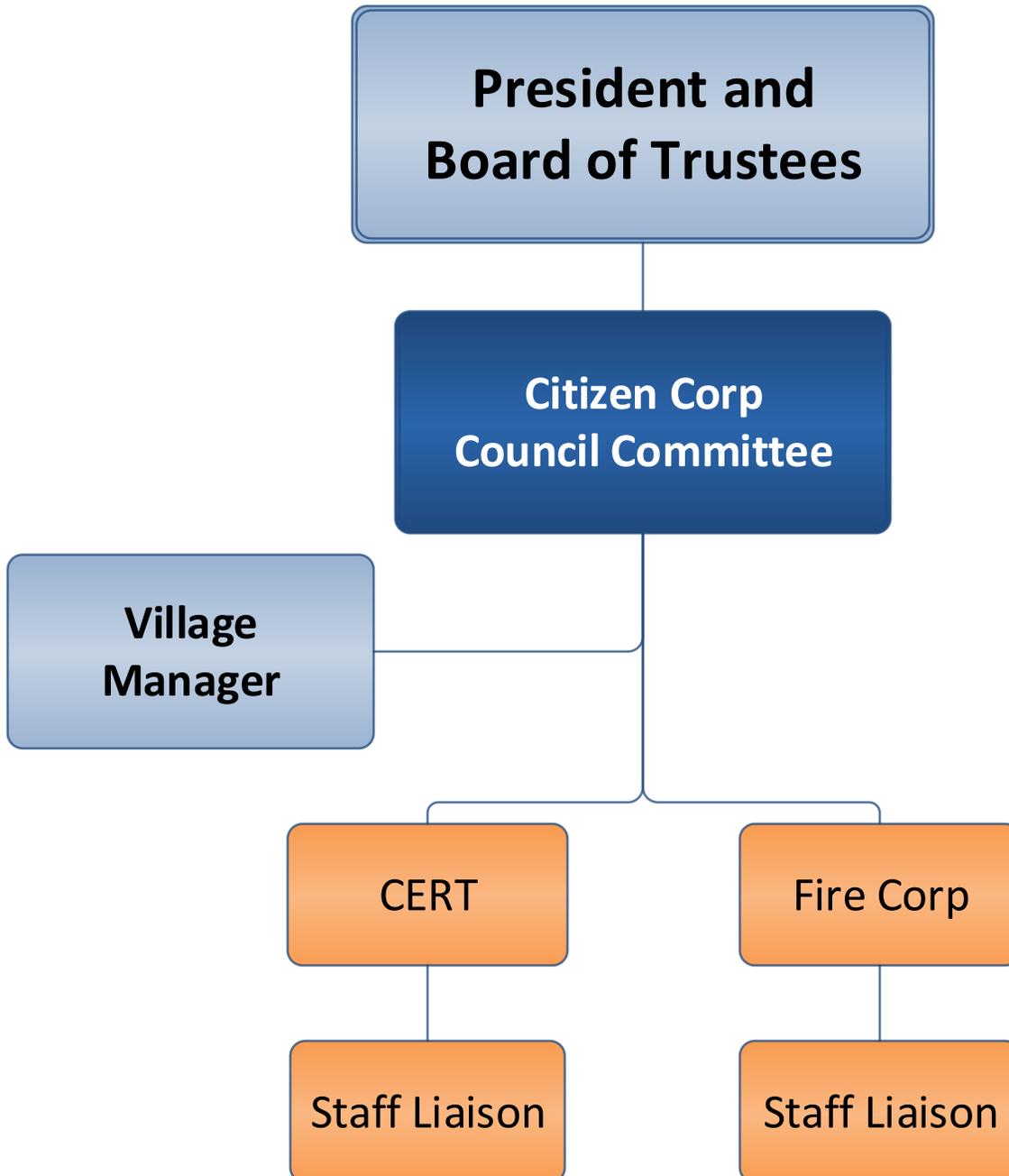
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1650 - Sister Cities Committee

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ -	\$ 120	\$ 120	\$ 120
402-413	Memberships/Subscriptions	820	539	580	780	780	780
Total Commodities		820	539	580	900	900	900
403-412	Postage	-	4	1	100	100	100
403-471	Schools/Conf/Meetings	375	450	2,543	2,700	2,700	3,095
403-491	Special Events	2,237	-	2,845	2,800	2,800	2,800
Total Contractual Services		2,612	454	5,389	5,600	5,600	5,995
Total Sister Cities Committee		\$ 3,432	\$ 993	\$ 5,969	\$ 6,500	\$ 6,500	\$ 6,895

1700 – Citizen Corp Council Committee



PRESIDENT AND BOARD OF TRUSTEES

1700 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Maintain a database of all trained CERT members. (Second Quarter)
Completed. The Deputy Chief of Support Services maintains the database.
2. Quarterly Citizen Corps Councils held in 2016.
Completed. Meetings were held in February, May, August, and November.

ADDITIONAL ACCOMPLISHMENTS

1. CERT members volunteered to work at the Fire Department Health Fair, Touch a Truck Event, Maxwell Street, and the COPS Day Picnic.
2. 12 CERT members attended a Metra Rail Safety Training in May.
3. CERT members have been trained and registered to participate in the Safe Communities Coalition smoke alarm installation project in the Village.

2017 OBJECTIVES

Effective Governance

1. Maintain a database of all trained CERT members. (Fourth Quarter)
2. Quarterly Citizen Corps Councils will be conducted in 2017. (Fourth Quarter)

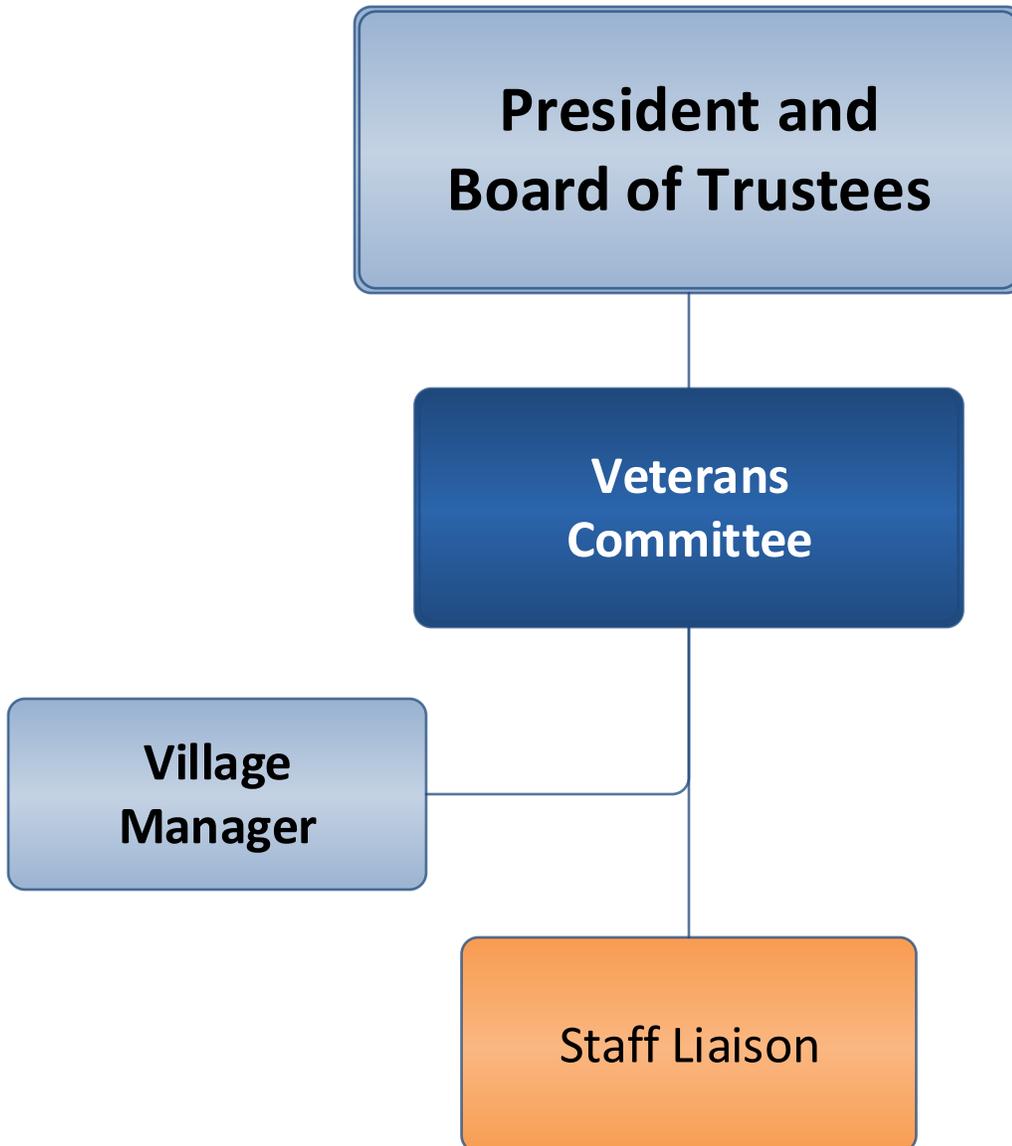
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1700 - Citizens Corp Council

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ -	\$ -	\$ -	\$ 500	\$ 500	\$ 500
402-413	Memberships/ Subscriptions	-	-	-	200	200	200
402-414	Books/Publications/Maps	-	-	-	50	50	50
402-423	Communications Parts	-	-	-	100	100	100
402-427	Materials & Supplies	1,000	-	-	500	500	500
402-431	Uniforms	263	-	-	150	150	150
402-434	Small Tools	200	-	-	100	100	100
Total Commodities		<u>1,463</u>	<u>-</u>	<u>-</u>	<u>1,600</u>	<u>1,600</u>	<u>1,600</u>
403-412	Postage	-	-	-	200	200	200
403-471	Schools/Conf/Meetings	1,000	-	-	500	500	500
Total Contractual Services		<u>1,000</u>	<u>-</u>	<u>-</u>	<u>700</u>	<u>700</u>	<u>700</u>
Total Citizen Corp Council		<u>\$ 2,463</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 2,300</u>	<u>\$ 2,300</u>	<u>\$ 2,300</u>

1750 – Veterans Committee



PRESIDENT AND BOARD OF TRUSTEES

1750 – VETERANS COMMITTEE

GOALS

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

DESCRIPTION OF FUNCTIONS

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Reach out to as many Veterans who reside or work in Hanover Park to make sure they are recognized by the Village and are made aware of the Veterans Committee activities. (First through Fourth quarters)
Ongoing

III. Is fiscally responsible and transparent

2. Continue to seek funding for the Memorial through brick sales. (First through Fourth quarters)
Sold more bricks and ramped up community outreach.
3. Continue fundraising for Military Dog sculpture that would be added to the Veterans Memorial site. (First through Fourth quarters)
Ongoing

ADDITIONAL ACCOMPLISHMENTS

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

2017 OBJECTIVES

Community Image and Identity

1. Reach out to as many Veterans who reside or work in Hanover Park to make sure they are recognized by the Village and are made aware of the Veterans Committee activities. (First through Fourth quarters)
2. Participate in more civic events. (First through Fourth quarters)
3. Continue fundraising for Military Dog sculpture that would be added to the Veterans Memorial site. (First through Fourth quarters)

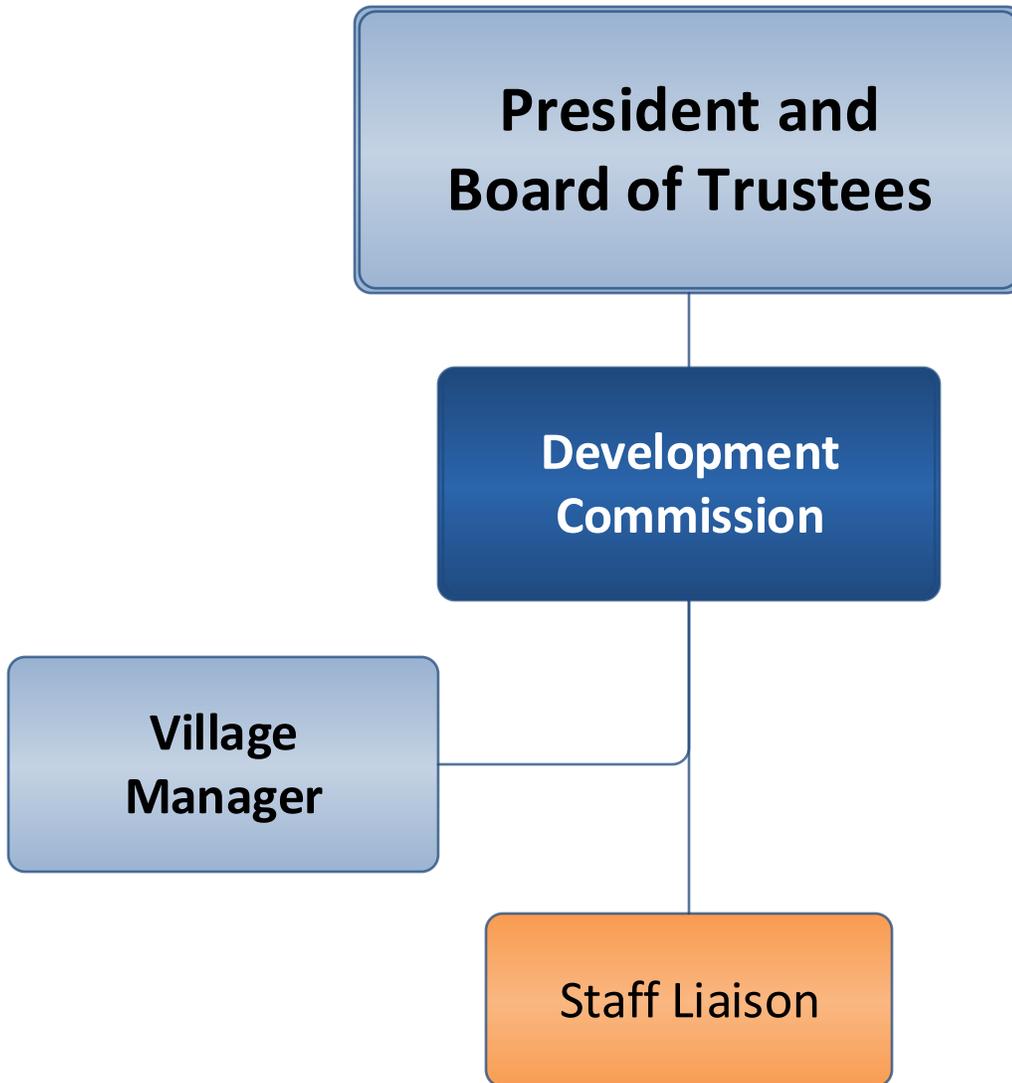
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 1750 - Veterans Committee

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ 67	\$ 29	\$ -	\$ 150	\$ 150	\$ 150
402-427	Materials & Supplies	173	120	92	250	250	250
Total Commodities		<u>240</u>	<u>149</u>	<u>92</u>	<u>400</u>	<u>400</u>	<u>400</u>
403-412	Postage	39	107	-	50	50	50
403-491	Special Events	1,249	640	419	1,501	1,500	1,500
Total Contractual Services		<u>1,288</u>	<u>747</u>	<u>419</u>	<u>1,551</u>	<u>1,550</u>	<u>1,550</u>
Total Veterans Committee		<u>\$ 1,528</u>	<u>\$ 896</u>	<u>\$ 511</u>	<u>\$ 1,951</u>	<u>\$ 1,950</u>	<u>\$ 1,950</u>

1800 – Development Commission



PRESIDENT AND BOARD OF TRUSTEES

1800 – DEVELOPMENT COMMISSION

GOALS

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

DESCRIPTION OF FUNCTIONS

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

2016 OBJECTIVES AND ACCOMPLISHMENTS:

I. Maintain and focus on Economic Development and Redevelopment.

1. Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, special uses, and zoning code amendments. (First through fourth quarters)
Ongoing. Reviewed a number of development applications in a timely and professional manner, providing meaningful comments and clear recommendations to the Board. Held public hearings for projects including a new 200+ senior housing development consisting of condominiums, townhomes, assisted living and a commercial retail pad, an addition to a local elementary school, a new medical wellness facility and site upgrades to an existing fast-casual restaurant. Zoning Code amendment research and analysis is on-going.
2. Support implementation of Village and special area plans, including the Comprehensive Plan, Village Center Plan, Lake Street Corridor Study and Irving Park Corridor Study, by considering plan goals and zoning and design recommendations when reviewing development proposals. (First through fourth quarters)
Ongoing. Development applications are reviewed in light of Village Center plan, Comprehensive Plan and Irving Park Road Corridor study goals and recommendations, as applicable. Landscape standards, as identified in these plans for image improvement, as well as proposed in the zoning code update, are being applied for new development and redevelopment. Recommended updates to the Zoning Code take into account the recommendations of these studies. Also, the Village partnered with various planning organizations to continue implementing the Irving Park Road Corridor Study by hosting a design and policy workshop.
3. Receive public comments related to development and business regulations, perform research, and provide recommendations for changes and improvements to regulations as needed. (First through fourth quarters)
Ongoing. Public notification sent for all public hearings; and comments are received and feedback incorporated during review. Best Practices are researched from surrounding communities as well as regional agencies prior to providing recommendations. Extensive research is being performed for the Zoning Code Text Amendments.

II. Overall and long-term Financial Health of the Village.

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

Ongoing. Reviewed one development application in TIF 5 related to a special use for a Planned Unit Development for an active senior adult community with a commercial retail pad on the former Menard's site. Provided input to ensure updated Zoning Code regulations meet TIF goals.

III. Continue to improve the overall image and identity of the Village and in order to make the community a desirable place to live and raise a family.

1. Review and provide recommendations to complete Zoning Code update. (First through fourth quarters)

Ongoing. Researched, analyzed and discussed recommendations for changes to several sections of the Zoning Code. Proposed changes following research on comparable/surrounding municipalities and industry best practices. The next major text amendments for consideration is the Sign Ordinance.

2. Recommend potential development strategies based upon applicable Village and special area plans. (First through fourth quarters)

Ongoing. Provided staff input on ongoing development activities, including any special area plans. Provided feedback on the Homes for a Changing Region Assessment Report based upon overall Village goals.

IV. Provide Effective Governance.

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

Ongoing. Full meeting agendas, packets, and minutes provided on the Village website prior to every meeting. Village plans, including Comprehensive Plan, Village Center Plan, Irving Park Corridor Study, Assessment Report for "Homes for a Changing Region" study and DuPage County Lake Street Corridor study are available on the website. Timely and pertinent information is also disbursed via the Village Hi-Lighter newsletter. Additionally, a new QR Code symbol is now posted with the Public Notice signs to allow the public to use their smart phones to gain access to more information about the public hearings.

2017 OBJECTIVES:

Financial Health

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

Focused Economic Development and Redevelopment

2. Provide timely recommendations to the Village Board on development applications related to subdivisions, variances, special uses, and zoning code amendments. (First through fourth quarters)
3. Support implementation of Village and special area plans, including the Comprehensive Plan, Village Center Plan, DuPage County Lake Street Corridor and Irving Park Corridor Study, by considering plan goals and zoning and design recommendations when reviewing development proposals. (First through fourth quarters)

4. Receive public comments related to development and business regulations, perform research, and provide recommendations for changes and improvements to regulations as needed. (First through fourth quarters)

Effective Governance

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

Community Image and Identity

6. Review and provide recommendations to complete Zoning Code update. (First through fourth quarters)
7. Recommend potential development strategies based upon applicable Village and special area plans. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

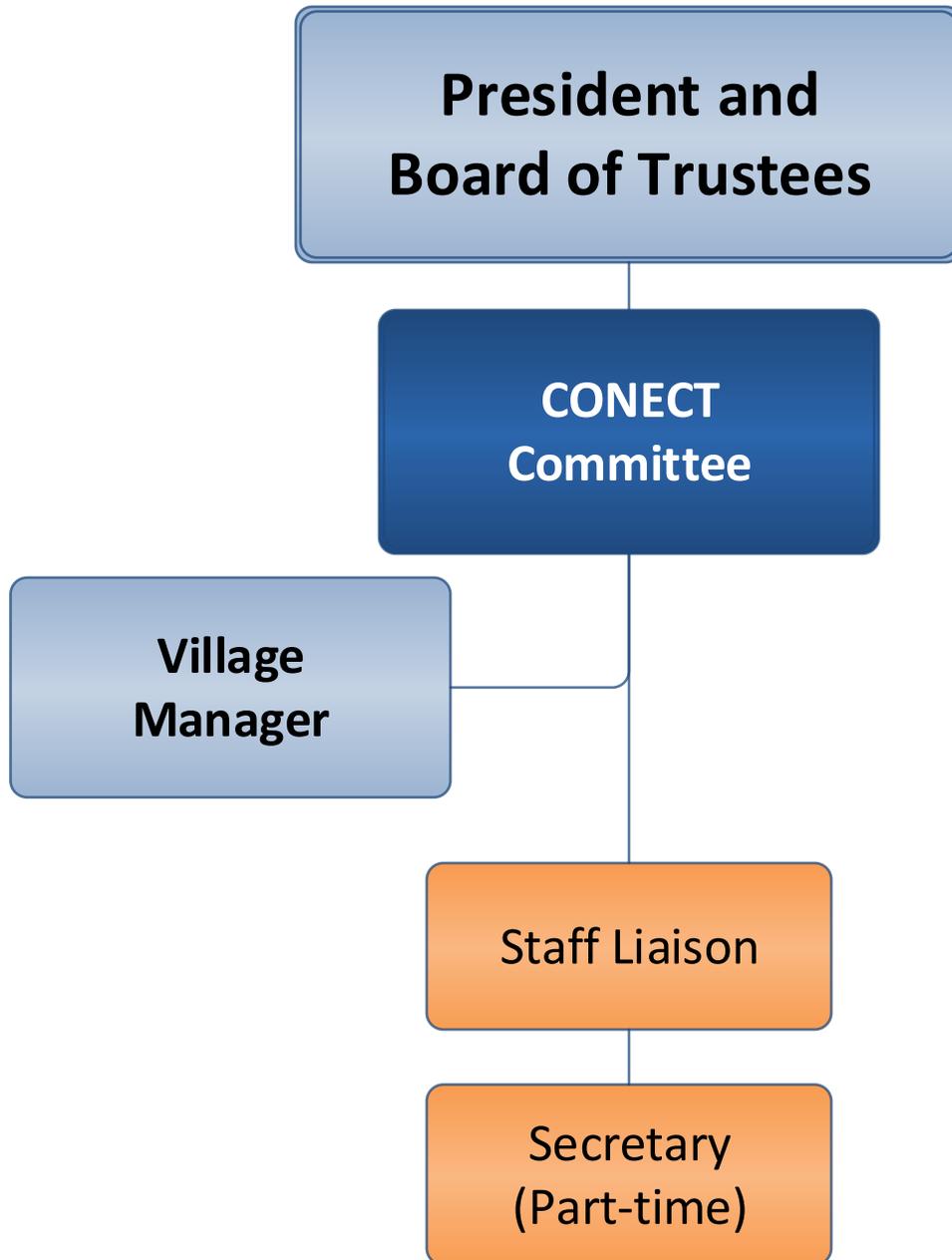
Fund 010 - General Fund

Department 1800 - Development Commission

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-413	Memberships/Subscriptions	\$ -	\$ -	\$ -	\$ 250	\$ 250	\$ 250
402-414	Books/Publications/Maps	-	50	-	100	100	100
402-499	Miscellaneous Expen.	28	-	42	200	100	100
Total Commodities		28	50	42	550	450	450
403-412	Postage	-	-	5	200	50	200
403-471	Schools/Conf/Meetings	80	250	-	750	400	750
Total Contractual Services		80	250	5	950	450	950
Total Development Commission		\$ 108	\$ 300	\$ 47	\$ 1,500	\$ 900	\$ 1,400

1950 – Hanover Park CONECT Committee

(Committee on Networking Education and Community Teamwork)



PRESIDENT AND BOARD OF TRUSTEES 1950 - CONECT COMMITTEE

GOALS

The goals of the Committee on Networking, Education and Community Teamwork (CONNECT) are: strengthen the Village's business community by encouraging the retention of existing businesses and attraction of new business; serve as a business liaison, provide feedback on the impact of activities and regulations on businesses; and, support and provide feedback on Village economic development activities related to business development, promotion and marketing, land use and transportation planning, workforce development, etc.

DESCRIPTION OF FUNCTIONS

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

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

- Conducts "Welcome" visits to new businesses with a 'welcome-gift' and provides them with pertinent Village information including a letter from the Mayor offering free marketing opportunities to increase exposure of their business, a current issue of the Village *HiLighter* Newsletter, a CONECT Brochure and Volunteer Application, and a Chamber Membership Application.
- Coordinates and hosts annual activities promoting Hanover Park and encouraging networking among local businesses including Ribbon Cuttings, Realtor & Business Reception, Chamber "Business after Hours" and Mayor's Choice Business Award Program.
- Continues outreach and public relations with businesses, developers, and residents by providing correspondence relevant to current projects and challenges being addressed by the Village, continuing the enhancement of the Village's image. Provides feedback on Business Retention and other surveys and outreach.
- Encourages Village-licensed restaurants to participate in "Dine in Hanover Park" and "Shop Local" coupon programs. By participating in this program, businesses receive additional exposure through marketing in our Village *Hi-Lighter* newsletter, and area residents receive savings on their purchases. This marketing is at low cost to the business. It's a "Win-Win."
- Provides recommendations, guidance and opportunities regarding business retention and attraction activities. Staff continues to work with CONECT regarding development updates and potential business retention, expansion, and attraction proposals.

2016 GOALS AND ACCOMPLISHMENTS:

I. Maintain and focus on Economic Development and Redevelopment.

1. Sponsor a “Business after-Hours” event through the Chamber of Commerce. (First quarter)
Accomplished. This Mardi Gras-themed event was held on February 9, 2016, and was well-attended by local businesses. Attendees took advantage of the networking opportunities. Following the merger of Bartlett and Hanover Park Chambers, several new Bartlett businesses attended as well.
2. Continue the “Shop Local” Program as well as the “Dine in Hanover Park” promotion whereby coupons for Village restaurants and businesses are distributed to residents through the Village HiLighter Newsletter and posted on our website. (First through fourth quarters)
Ongoing. Coupons for several local businesses were included in the May/June issue, generating revenue (\$50/coupon) which helped towards reducing the printing cost of the newsletter. Additional “Shop Local” coupons will be included in the November/December issue of the HiLighter to encourage local holiday shopping.
3. Increase efforts to collect business emails addresses through business license forms and events. Contact businesses via email rather than through U.S. Postal mailings. Work towards an up-to-date, complete database for better communication. (First through fourth quarters)
Ongoing. A majority of emails have been collected through the Business Retention Survey. Contact information is also collected at CONECT events and via direct calls. Additional ones are added as information becomes available via the Business License renewals/applications. This information has been used for communicating with businesses regarding upcoming Village events. The database completion is in process – several businesses either do not use or provide email information.

II. Overall and long-term Financial Health of the Village.

1. Conduct a “Business Retention” survey and incorporate follow up visits with business owners. Share results with Committee and work to address issues and concerns of businesses. (First through fourth quarters)
Accomplished and Ongoing. The survey was distributed and a number of completed surveys have been received. Results were analyzed and a report was presented to the Village Board. The feedback obtained through the survey is being used to address issues identified and provide assistance. Additional Business Retention visits are ongoing. A couple of the issues that were identified included: off-street parking for employees, relocation assistance for growing companies and property taxes. Staff has reached out to every business that identified issues and we have individually worked each business owner/representative to help find solutions to their situations. For example, one business is looking to expand in the near future as they are a growing industrial company. Staff has provided a list of available

properties and has followed up to ensure that the growing business will remain in our community.

III. Continue to improve the overall image and identity of the Village and in order to make the community a desirable place to live and raise a family.

1. Host a Realtor and Business Reception showcasing opportunities in Hanover Park. (Third quarter)

Accomplished. Event held on November 16, and attended by several realtors and businesses. Many local businesses participate along with service agencies, to showcase Hanover Park and what the community has to offer, as a desirable place not only to do business in, but also to live and raise a family in.

2. Upon the completion of the Annual Realtor & Business Reception and Chamber “Business after Hours” events, conduct a survey of attendees. Results will measure success of the event and focus on areas that need improvement. (Third through fourth quarters)

Accomplished. Feedback has been collected following events and discussed at CONECT meetings. Based upon discussion, changes are made to future events. One example includes moving the venue for the Mardi-Gras themed Business After Hours event from the Park District location back to the Village Hall. The format of the event was modified as well, to improve networking and information dispersion. Outreach to local businesses is also occurring in partnership with the Hispanic Chamber as well as the Hanover Park Chamber of Commerce. Additional outreach is occurring to include and participate in Bartlett Area Chamber events.

3. Provide feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns. (First through Fourth quarters)

Ongoing. Staff continued to obtain feedback from the CONECT committee regarding various regulations as well as economic development activities. Staff is also working with other entities to provide outreach to the Hispanic Business community. Staff continues to involve CONECT in formulating recommendations related to signage.

2017 OBJECTIVES:

Financial Health

1. Host a Realtor and Business Reception showcasing opportunities in Hanover Park. (Third quarter)

Focused Economic Development and Redevelopment

2. Continue coordination with Bartlett Area Chamber of Commerce for various events and activities to promote our business community.

3. Coordinate with newly formed Northwest Hispanic Chamber of Commerce regarding outreach to Hispanic businesses.
4. Sponsor a “Business after-Hours” event through the Chamber of Commerce. (First quarter)
5. Continue the “Shop Local” Program as well as the “Dine in Hanover Park” promotion whereby coupons for Village restaurants and businesses are distributed to residents through the Village HiLighter Newsletter and posted on our website. (First through fourth quarters)
6. Explore holding “Business Corridor” meetings (such as Irving Park Rd., Lake Street and Barrington Rd. Corridors) to have more targeted discussions and feedback. (One corridor, every 6 months is anticipated. This goal can commence only after full staffing is available within the department, with assistance from CONECT members.)
7. Explore a new “Spotlight on Business” program on-line, with CONECT nominating a business to be highlighted on Village’s various on-line resources.

Community Image and Identity

8. Convey feedback from Business Retention Survey to other departments and determine action steps that need to be taken to address any issues identified.
9. Explore hosting a “Taste of Hanover Park” to promote local restaurants and bring visitors to the community for 2018 Budget.
10. Provide feedback on the impact of proposed activities and regulations on local businesses and hear local business concerns. (First through Fourth quarters)
11. Explore Scholarship program for 2018 Budget for students in the community to help them in their career path.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

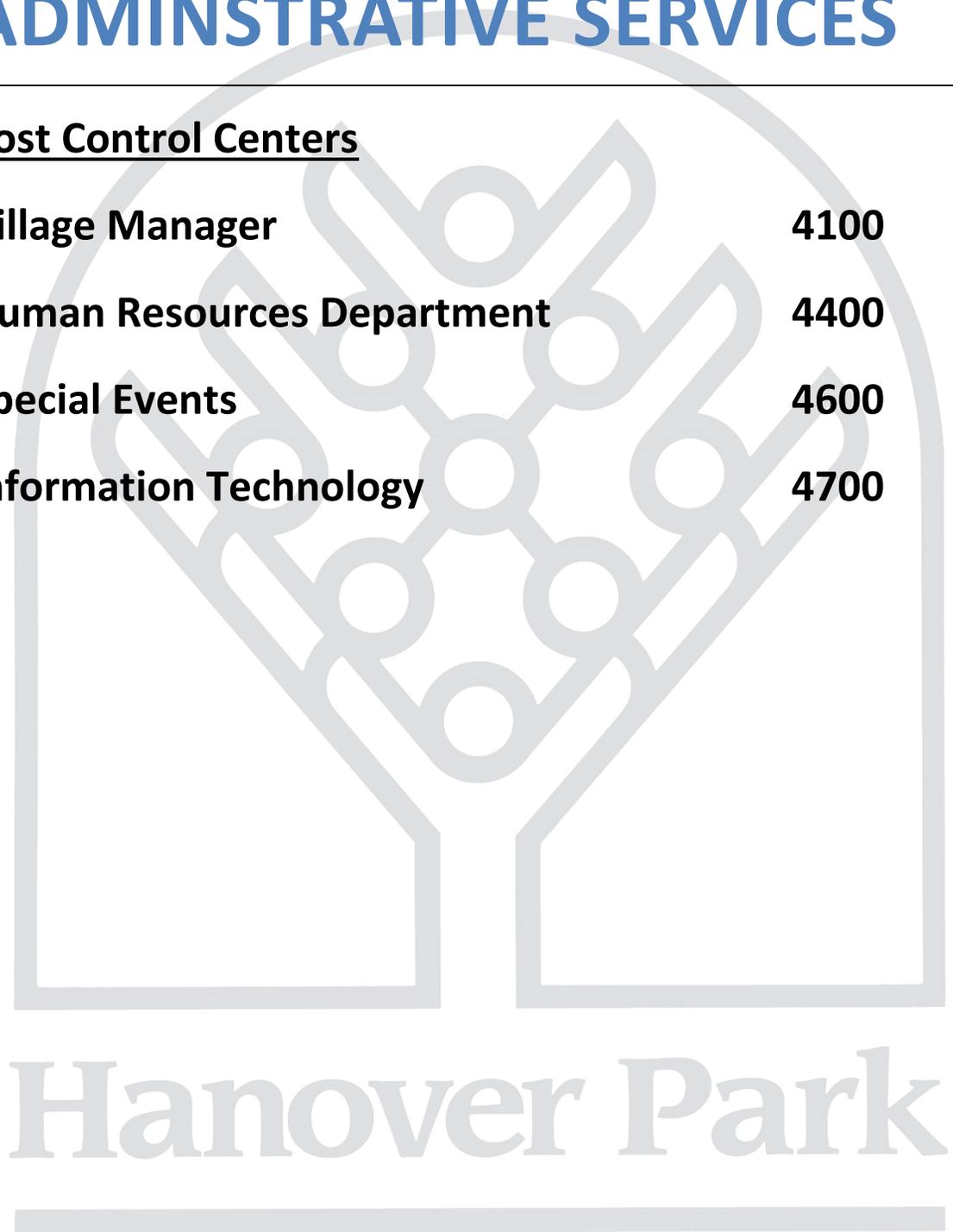
Department 1950 - Hanover Park CONECT Committee

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ -	\$ -	\$ 525	\$ 750	\$ 750	\$ 600
402-499	Miscellaneous Expense	-	33	-	-	-	-
Total Commodities		-	33	525	750	750	600
403-412	Postage	841	-	593	750	250	500
403-471	Schools/Conf/Meetings	43	-	-	-	-	-
403-491	Special Events	3,265	933	3,181	4,350	4,350	4,550
Total Contractual Services		4,149	933	3,774	5,100	4,600	5,050
Total Hanover Park CONECT Committee		\$ 4,149	\$ 966	\$ 4,299	\$ 5,850	\$ 5,350	\$ 5,650

ADMINISTRATIVE SERVICES

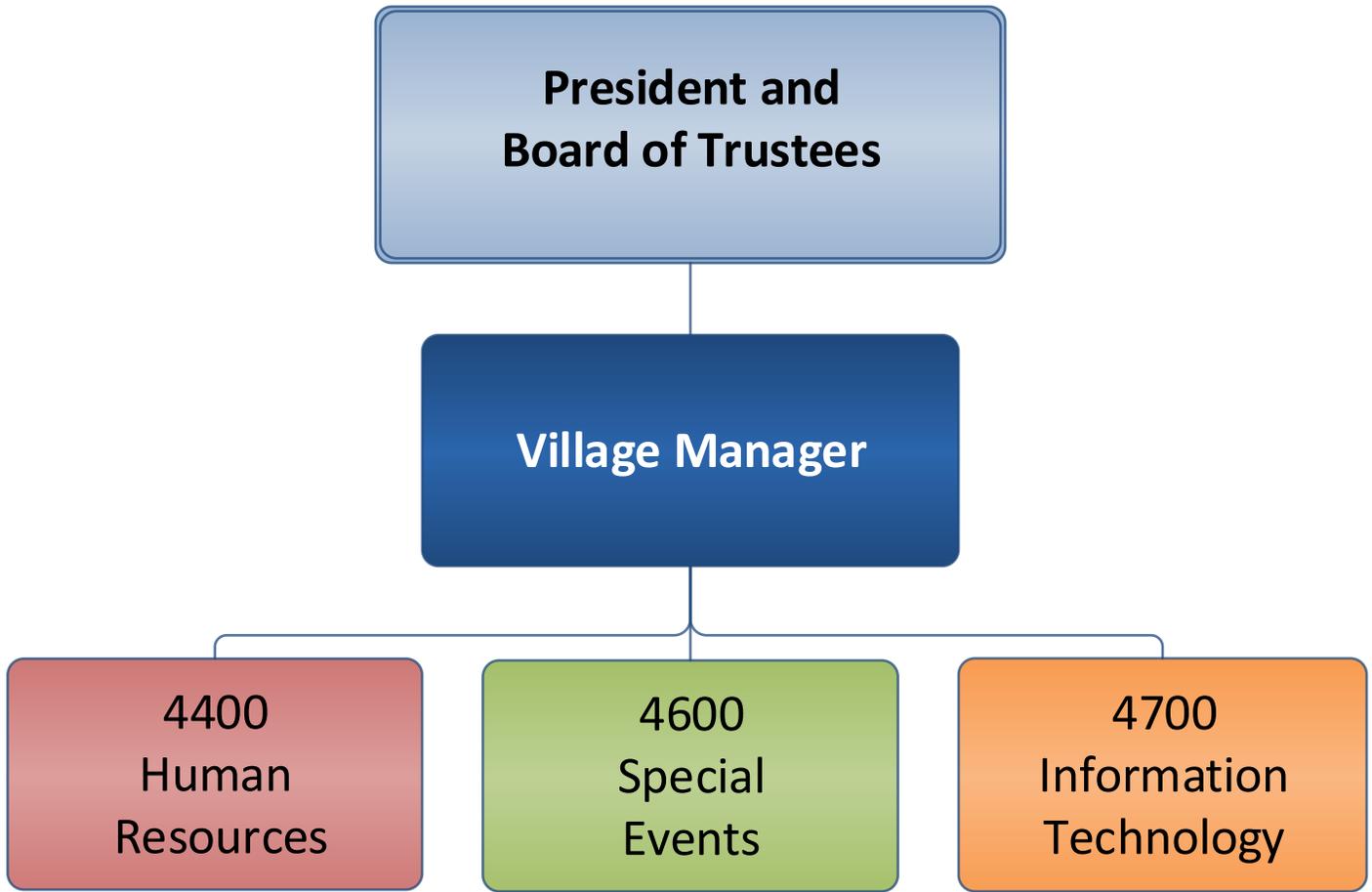
Cost Control Centers

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

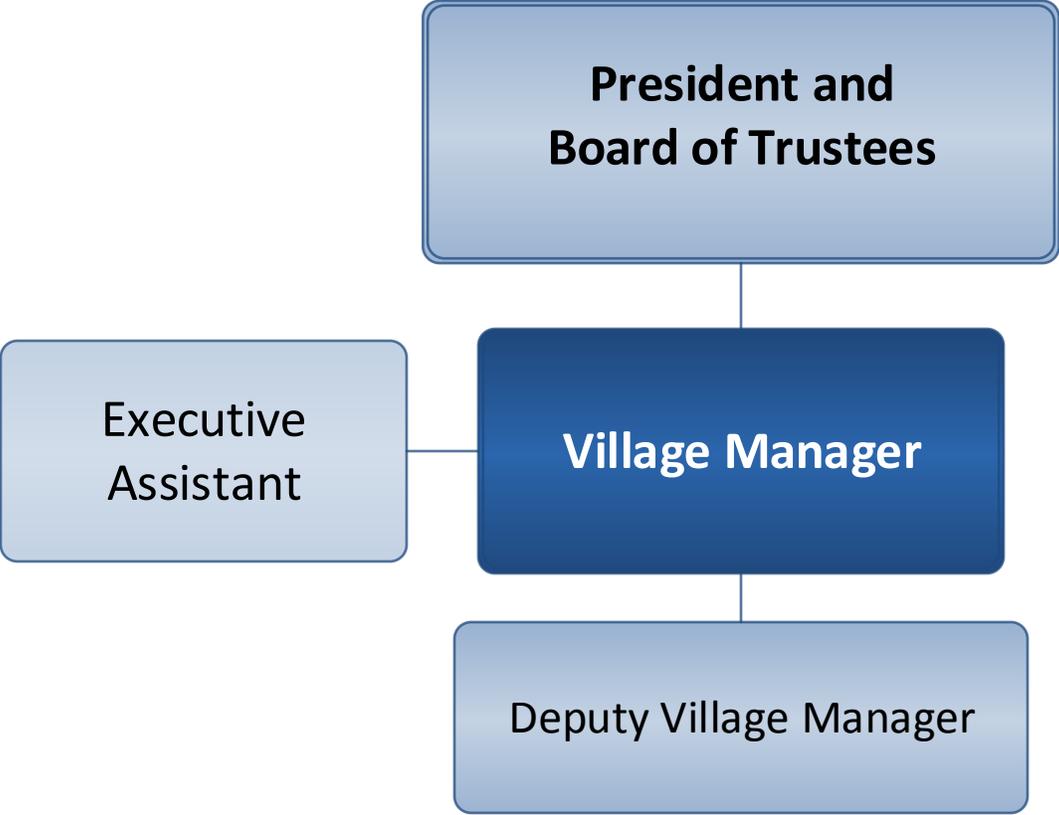


Hanover Park

Organization of Administrative Services



4100 – Village Manager



VILLAGE MANAGER

4100 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Is fiscally responsible and transparent

1. Investigate and implement an investment plan for funds maintained within the Sinking Fund Reserves (IT Replacement Fund, Central Equipment Fund, Capital Projects Fund and General Operating Fund). (Second Quarter).
Completed and Ongoing. Funds in Central Equipment Fund invested in CDs through PMA.
2. Continue to work toward diversification of revenues.
Ongoing. A 0% property tax increase was proposed for the FY'17 Budget.
3. Provide regular financial reports and updates
Ongoing. Quarterly Finance Reports and monthly Treasurer's Reports are provided to the Board at their regular meetings.

IV. Offers Convenience through technology

1. Plan for improvements to Board room for presentations
Completed. Plans approved for renovations in Room 214. Work to be completed in 4th quarter.

Additional Accomplishments

1. Hired new Human Resources Director, Deputy Village Manager/Public Information Officer, Assistant Public Works Director/Engineer, Police Chief, Deputy Police Chief, Assistant Fire Chief, in addition to several other positions filling vacancies.
2. Created a "Twitter" page for the Village.
3. Recommended and implemented a balanced budget for FY'16, achieving a 50.17% fund balance. Reduced 2016 levy increase to 0% proposed.
4. Worked with Finance and Village Board to issue a RFP and approved and implemented new banking services for the Village.
5. Implementation of monthly water billing.
6. Negotiated and presented Village Board with a proposed term sheet for development of vacant parcel at 900 Irving Park Road for a senior housing development.

7. Worked with Hanover Square LLC to renovate exterior Hanover Square Shopping center, including new façade, parking lot lighting, and landscaping and interior of new space for new tenant, Gymkhana Gymnastics and dance facility (25,000 sq. ft.)
8. CDBG Grand applications submitted in conjunction with Habitat for Humanity for infrastructure improvements in the Tanglewood neighborhood.
9. Completed implementation of New World.
10. Recommended and implemented new franchise agreement with Comcast of Illinois for cable services.
11. Introduced HB6570 in response to ComEd's proposal to install overhead power lines along I-390.
12. Entered into Collective Bargaining agreements with MAP for Patrol Officers; IAFF Local 3452 for Firefighters.
13. Presented IDOT Feasibility Study to Village Board for extension of I-390 into a boulevard through future Village center.
14. Village Manager served as Treasurer for the Northwest Municipal Conference.

2017 OBJECTIVES

Effective Governance

1. Develop a new Strategic Plan for the Village.
2. Recommend and implement a balanced budget for FY'18.

Maintain and Enhance Infrastructure

3. Implement GIS using the GIS Consortium.
4. Continue to work to stabilize Hanover Square and put back in private ownership.

Community Image and Identity

5. Evaluate and upgrade Village Website
6. Remodel the Finance Counter and Lobby area in the Village Hall. This is a continuation of a phased approach to remodeling (area-by-area) after the Police Department was relocated into a new facility.
7. Begin planning for 60th Anniversary celebration, which will take place in 2018.

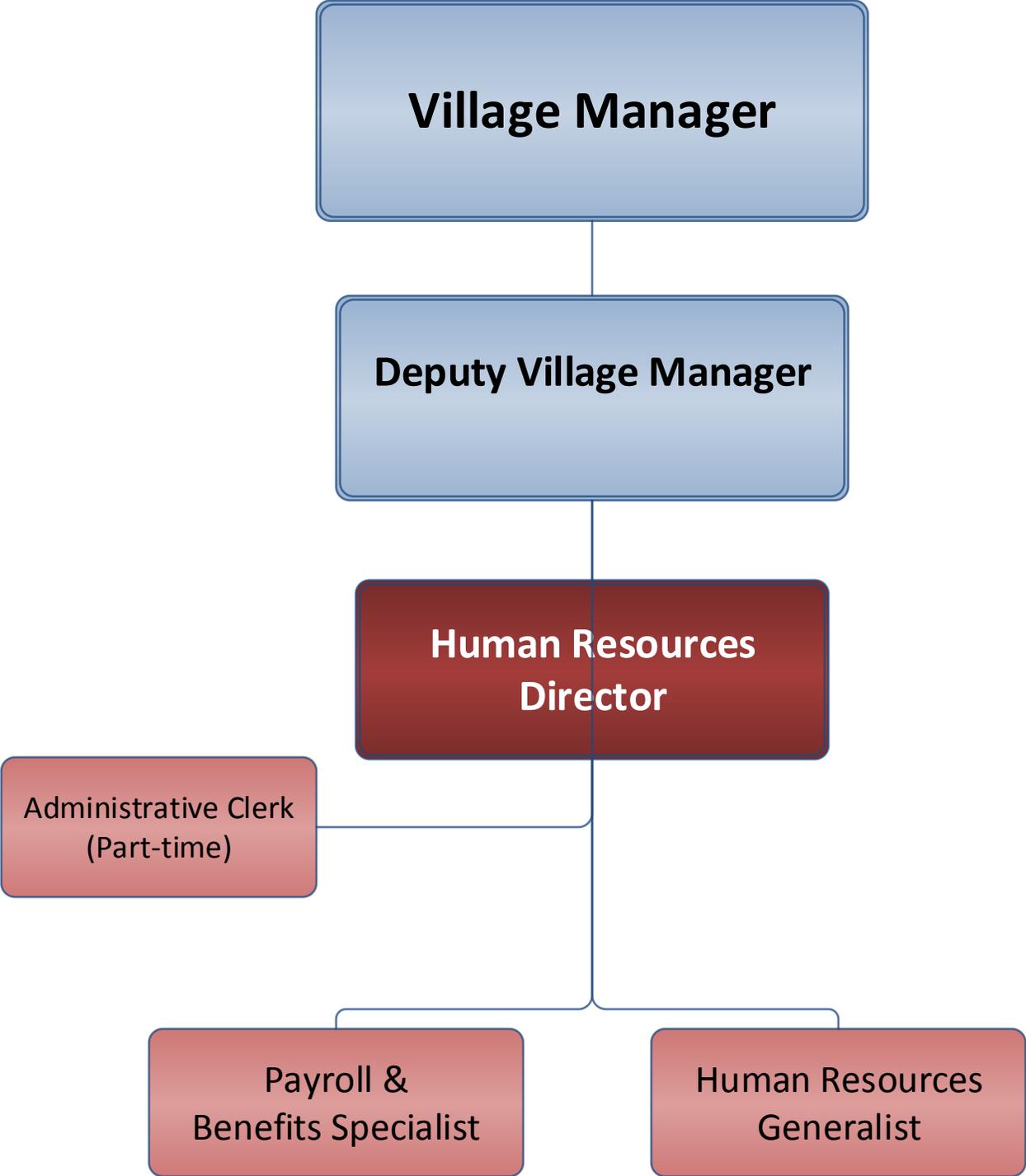
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 4100 - Village Manager

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 199,626	\$ 137,934	\$ 209,274	\$ 316,848	\$ 316,848	\$ 358,103
401-421	Overtime Compensation	16,254	13,749	19,918	20,000	20,000	28,100
401-441	State Retirement	32,871	21,911	30,625	47,611	47,611	51,791
401-442	Social Security	13,940	8,291	14,312	24,224	24,224	25,084
401-444	Employee Insurance	25,967	17,272	24,990	50,236	50,236	53,624
Total Personal Services		288,658	199,156	299,120	458,919	458,919	516,702
402-411	Office Supplies	403	317	213	600	600	600
402-413	Memberships / Subscriptions	2,093	1,886	2,069	2,025	1,925	3,250
402-499	Miscellaneous Expense	373	394	558	500	750	750
Total Commodities		2,869	2,596	2,839	3,125	3,275	4,600
403-412	Services Postage	159	57	107	225	150	225
403-461	Consulting Services	25,500	14,000	29,441	24,000	24,000	24,000
403-471	Schools / Conferences / Meetings	3,621	2,358	4,834	5,545	5,000	8,645
403-472	Transportation	644	629	788	800	600	1,550
403-491	Special Events	5,942	117	6,385	6,500	6,150	18,000
Total Contractual Services		35,866	17,161	41,555	37,070	35,900	52,420
Total Village Manager		\$ 327,392	\$ 218,913	\$ 343,514	\$ 499,114	\$ 498,094	\$ 573,722

4400 – Human Resources Department



4400 - 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.

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

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

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

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

PERFORMANCE ACTIVITIES AND MEASURES

Description of Measurement	2011	2012	2013	2014	2015
Number of Full Time Employees	3	3	3	3	3
Number of Part Time Employees	1	1	1	1	1
Number of Full Time Employees Per 1,000 Population	.09	.09	.09	.09	.09
Village-Wide Full Time Employees	195	195	195	195	196
Village-Wide Part Time Employees	49	44	44	44	36
Number of Full Time Employees Per 1,000 Population	5.14	5.14	5.14	5.14	5.14
Employee Terminations	47	28	33	48	49
Applications Handed Out or Downloaded	10,344	11,892	12,060		
Job Applications Received	1,098	1,193	1,160	1,573	2,699
Number of Candidates Interviewed	165	176	276	237	219
Number of New Hires	43	29	34	40	42
Number of In-House Training Sessions Conducted	11	14	21		
Employee Recognition Events	14	5	5	11	11
Number of Employees	670	432	463	545	545
Wellness Events	2	4	1	4	0
Number of Employees	44	89	72	77	0
Benefit Events	19	2	2	2	3
Number of Employees	189	47	53	58	67
Collective Bargaining Agreements Negotiated	5	4	5	2	2
Representation Elections/Card Check	0	1	0	0	0
Risk Management:					
Administration Departments/Divisions Insurance Claims:					
Total Worker Compensation Claims	1	0	1	0	0
Worker Compensation Losses	\$188	\$0	\$264	\$0	\$0
All Other Claims	0	0	0	0	0
Non-Worker Compensation Losses	\$0	\$0	\$0	\$0	\$0
Total Claims	1	0	1	0	0
Village-Wide Insurance Claims:					
Total Worker Compensation Claims	24	19	28	16	15
Worker Compensation Losses	\$930,665	\$152,716	\$479,181	\$265,311	\$398,966
All Other Claims (Auto, GL, Property)	9	17	19	13	13
Non-Worker Compensation Losses	\$117,186	\$146,708	\$72,913	\$87,288	\$33,528
Total Claims	33	36	47	29	28
Total Losses	\$1,047,851	\$299,424	\$552,094	\$352,599	\$432,548
Total Expenditures	\$327,621	\$395,108	\$382,704		
Cost of Services Per Capita	\$8.63	\$10.41	\$10.08		

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Conducted MAP Sergeant Contract Negotiations (First Quarter).
Contract negotiations are slated to begin during the fourth quarter of the year.
2. Completed implementation of WorkTerra online insurance enrollment through IPBC (First Quarter).
IPBC discontinued WorkTerra and will have a different on-line solution which we plan to implement in advance of open enrollment (July 2017).
3. Continued Wage Reopener with MAP Police Officer Union (First Quarter)
The wage reopener was completed and implemented in August 2016.
4. Initiated Wellness Program following the IPBC approved model which includes wellness committee, health screenings and measurement goals (First through Fourth quarters)
Wellness programming is an initiative we plan to address in 2017 as the department is now fully staffed.
5. Conducted employee trainings. (First through Fourth quarters)
Village-Wide Harassment training is scheduled for October 2016.
6. Completed Kronos Timekeeping module for Fire and Police Departments. (First/Second quarter)
Kronos Timekeeping module has been fully implemented in the Police Department with the Fire Department implementation to be completed in the fourth quarter.

2017 OBJECTIVES

Effective Governance

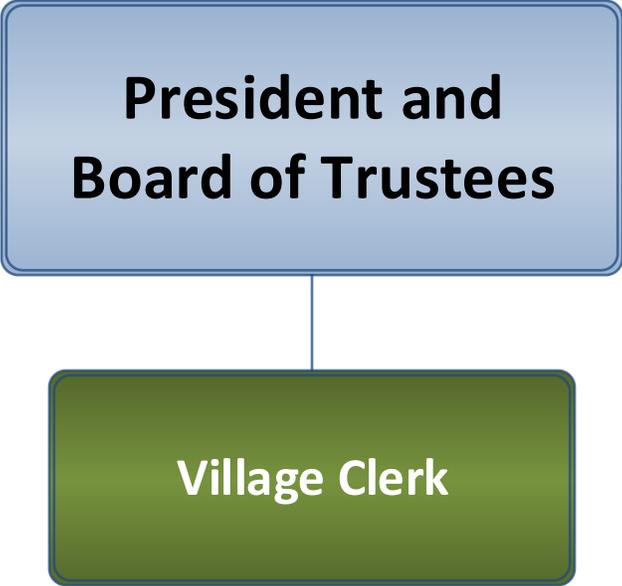
1. Conduct MAP Sergeant Contract Negotiations (First Quarter).
2. Complete implementation of online insurance enrollment through IPBC (First Quarter).
3. Initiate Wellness Program following the IPBC approved model which includes wellness committee, health screenings and measurement goals (First through Fourth quarters).
4. Implement updated employee handbook.
7. Review and document new employee orientation process.
8. Review occupational health provider.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 4400 - Human Resources

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 167,697	\$ 137,720	\$ 156,526	\$ 206,011	\$ 206,011	\$ 190,061
401-412	Salaries - Part - Time	12,606	7,366	14,868	25,436	25,436	25,991
401-421	Overtime Compensation	4,477	1,370	8,293	2,500	8,000	3,000
401-441	State Retirement	25,746	19,637	22,435	29,749	29,749	26,256
401-442	Social Security	13,975	10,669	14,273	18,197	18,197	16,965
401-444	Employee Insurance	21,126	21,367	28,000	43,019	43,019	33,774
Total Personal Services		245,627	198,129	244,395	324,912	330,412	296,047
402-411	Office Supplies	1,286	1,387	1,255	1,750	1,750	1,750
402-413	Memberships / Subscriptions	1,189	1,374	1,024	1,724	1,724	4,275
402-414	Books / Publications / Maps	17	-	954	600	600	600
402-427	Materials & Supplies	44	29	38	400	400	-
402-490	Employee Recognition	17,326	16,786	35,166	33,290	33,290	35,950
Total Commodities		19,862	19,577	38,438	37,764	37,764	42,575
403-412	Contractual Services Postage	986	502	832	1,100	1,100	1,100
403-436	Maintenance Agreements	3,662	3,063	1,402	2,175	2,175	2,221
403-451	Equipment Rentals	1,656	1,049	2,460	1,280	1,280	967
403-461	Consulting Services	75,441	21,653	69,506	28,708	37,000	48,408
403-465	Medical Examinations	19,615	11,942	22,625	27,664	27,664	27,435
403-467	Legal Publications	1,672	4,463	7,309	5,000	5,000	5,000
403-471	Schools / Conferences / Meetings	6,212	2,583	12,792	35,681	27,500	23,066
403-472	Transportation	403	324	158	1,000	1,000	1,200
Total Contractual Services		109,647	45,579	117,084	102,608	102,719	109,397
Total Human Resources		\$ 375,136	\$ 263,285	\$ 399,917	\$ 465,284	\$ 470,895	\$ 448,019



4600 - SPECIAL EVENTS

GOALS

The goal of the Clerk's Office is to coordinate annual special events sponsored by the Village of Hanover Park.

DESCRIPTION OF FUNCTIONS

The functions of Clerk's Office in coordinating Special Events 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 special events coordinated include: May and September - Maxwell Street (Market @ the Metra) event, December - Village Holiday Tree Lighting, April - Arbor Day celebration, May/June - Touch A Truck, and August- Car Show. In addition, the Clerk's office coordinates the Community Appearance Awards and Deck the Homes Contests, and the STAARS (STudent Artist and AuthoRS) Program.

Staff also assists other departments in promotion and, if needed, planning/coordination of the special events.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Host a "Touch a Truck" event with food vending option.(Second Quarter)
Completed
2. Coordinate the Village's semi-annual Maxwell Street event and initiate a rebranding and marketing plan for the event. (Second and Third Quarters)
Completed
3. Coordinate Village participation in local parades, including the St. Ansgar Church Parade. (Second and Third Quarters)
Completed
4. Host the Car Show Event, integrate an electronic voting system, collaborate with the veteran's committee to raise funds for the War Dog Memorial. (Third Quarter)
Completed
5. Host a Tree Lighting Ceremony. (Fourth Quarter)
Completed
6. Host an Arbor Day celebration at a Hanover Park School. (Second Quarter)
Completed
7. Coordinate the STAARS Program. (First through Fourth Quarters)
Completed

II. Is fiscally responsible and transparent

1. Reevaluate budgeting for individual events and allocate funds to better plan events. (First Quarter)
Completed

2017 OBJECTIVES

Community Image and Identity

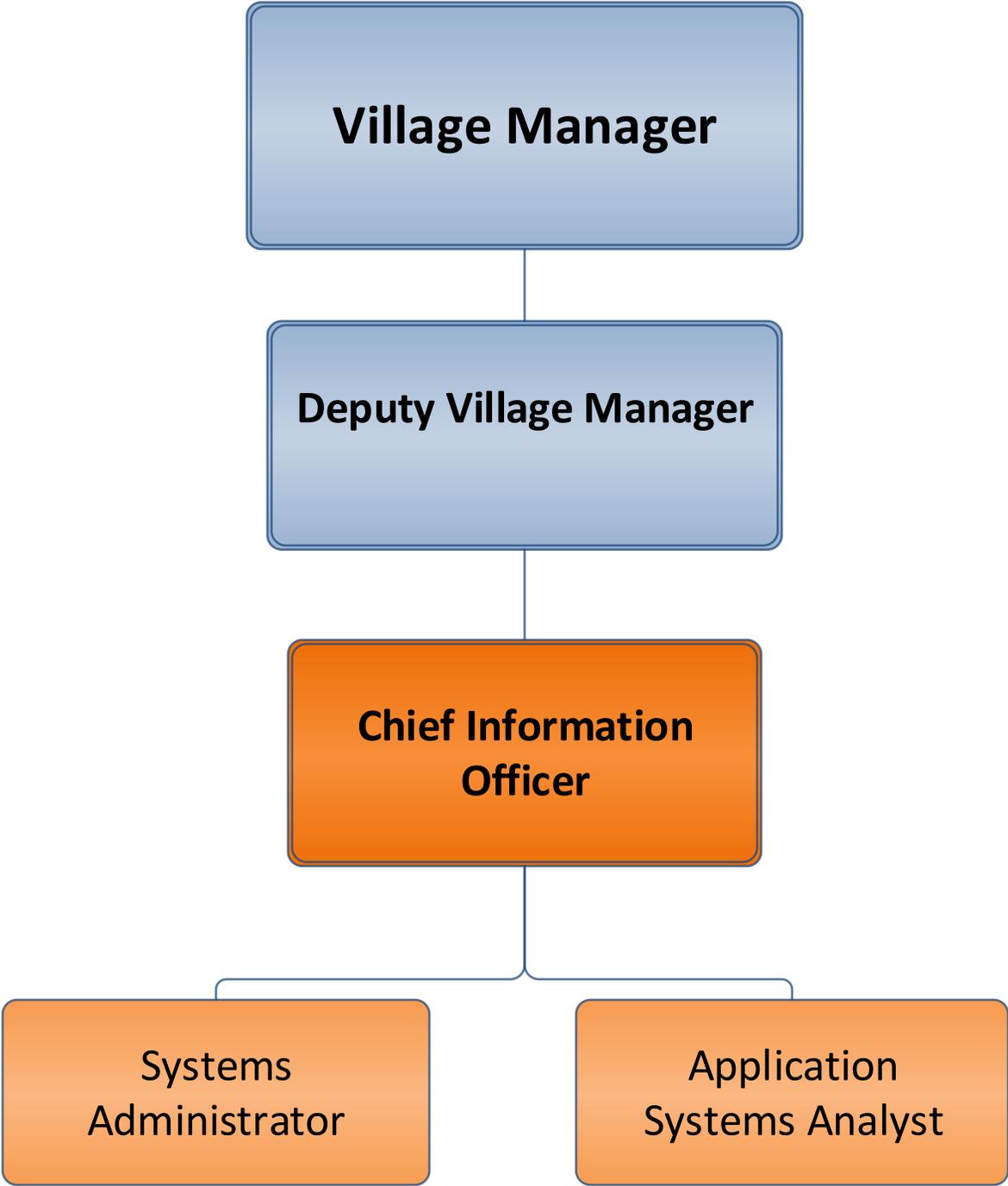
1. Host a “Touch a Truck” event and collaborate with Public Works to develop the event program.(Second Quarter)
2. Coordinate the Village’s semi-annual Maxwell Street “Market @ the Metra” event and continue marketing plan for the event. (Second and Third Quarters)
3. Coordinate Village participation in local parades, including the St. Ansgar Church Parade. (Second and Third Quarters)
4. Host the Car Show Event. (Third Quarter)
5. Host the Tree Lighting Ceremony. (Fourth Quarter)
6. Host an Arbor Day celebration at a Hanover Park School. (Second Quarter)
7. Coordinate the STAARS Program. (First through Fourth Quarters)
8. Reevaluate brand, design, and marketing of Touch A Truck and Maxwell Street “Market @ the Metra”. (First Quarter)
9. Begin planning for 60th Anniversary event(s) for 2018.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 4600 - Special Events

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-413	Memberships / Subscriptions	\$ -	\$ 50	\$ -	\$ -	\$ -	\$ -
Total Commodities		-	50	-	-	-	-
403-412	Postage	267	-	234	400	400	400
403-470	Binding & Printing	569	-	-	400	400	2,000
403-491	Special Events	19,081	10,732	11,674	11,725	11,725	11,525
Total Contractual Services		19,917	10,732	11,909	12,525	12,525	13,925
Total Special Events		\$ 19,917	\$ 10,782	\$ 11,909	\$ 12,525	\$ 12,525	\$ 13,925



4700 - INFORMATION TECHNOLOGY

GOALS

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

DESCRIPTION OF FUNCTIONS

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

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

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

PERFORMANCE ACTIVITIES AND MEASURES				
	2012	2013	2014	2015
Description of Measurement	2012	2013	2014	2015
Number of Full Time Employees	3	3	3	3
Number of Full Time Employees Per 1,000 Population	.08	.08	.08	.08
Total Information Technology Department Expenditures	\$727,848	\$727,766	\$878,687	\$874,870
Cost of Services Per Capita	19.17	19.16	23.14	23.04

2016 OBJECTIVES

II. Offer Convenience through Technologies

1. Replace 50 Desktop PCs to continue the 4 year replacement program
Completed. PC and laptop replacements were installed in various departments at Village Hall, Public Works and each Fire station.

2. Implement Disaster Recovery Plan
The disaster recovery plan was completed. Of note, internal core application and database servers are now backed up to a Cloud Disaster Recovery as a Service provider. In the event of a disaster the designated servers remain in a ready state and can be brought online within 24 hours.

3. Replace 15 mobile data computers for Public Safety.
Completed. 10 mobile data computers were replaced in Police vehicles and 5 in Fire vehicles.

4. Village Hall audio video improvements
Completed. The council chambers remodeling project included revamping the audio and video configuration for the room. A more convenient configuration was designed allowing comfortable viewing of presentations by both the Board and public.

ADDITIONAL ACCOMPLISHMENTS

1. Implemented a secure demilitarized zone (DMZ) for public accessible websites. This is an IT industry security best practice when organizations have internal web resources available to the public. The DMZ is segmented outside of the Village's internal network, while still being protected from direct access from the Internet.
2. Implemented new water billing website that is part of the New World ERP system. Residents can now directly view water bills, water billing history, and make direct payments online.
3. Coordinated the Code Enforcement Division of the Police Department in moving to the DACRA system for citations and in house adjudication. This has improved efficiencies for Code Enforcement staff with the entire adjudication process.
4. Implemented Microsoft Office 365 for Exchange email services. Office 365 is a cloud based service that utilizes Microsoft's Government Cloud that meets the strictest security guidelines. Having the email system in the Cloud provides the Village with an enhanced level of security and redundancy for protection and accessibility in case of a disaster.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Replace 50 Desktop PCs and 15 mobile data computers in continuation of the IT equipment replacement program. (Fourth quarter)
2. Implement New World ERP myInspections module for mobile inspections in Code Enforcement and Inspectional Services (Second Quarter)
3. Replace the Village Hall Server and Storage systems. (Second Quarter)
4. Upgrade Village Website. (First Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

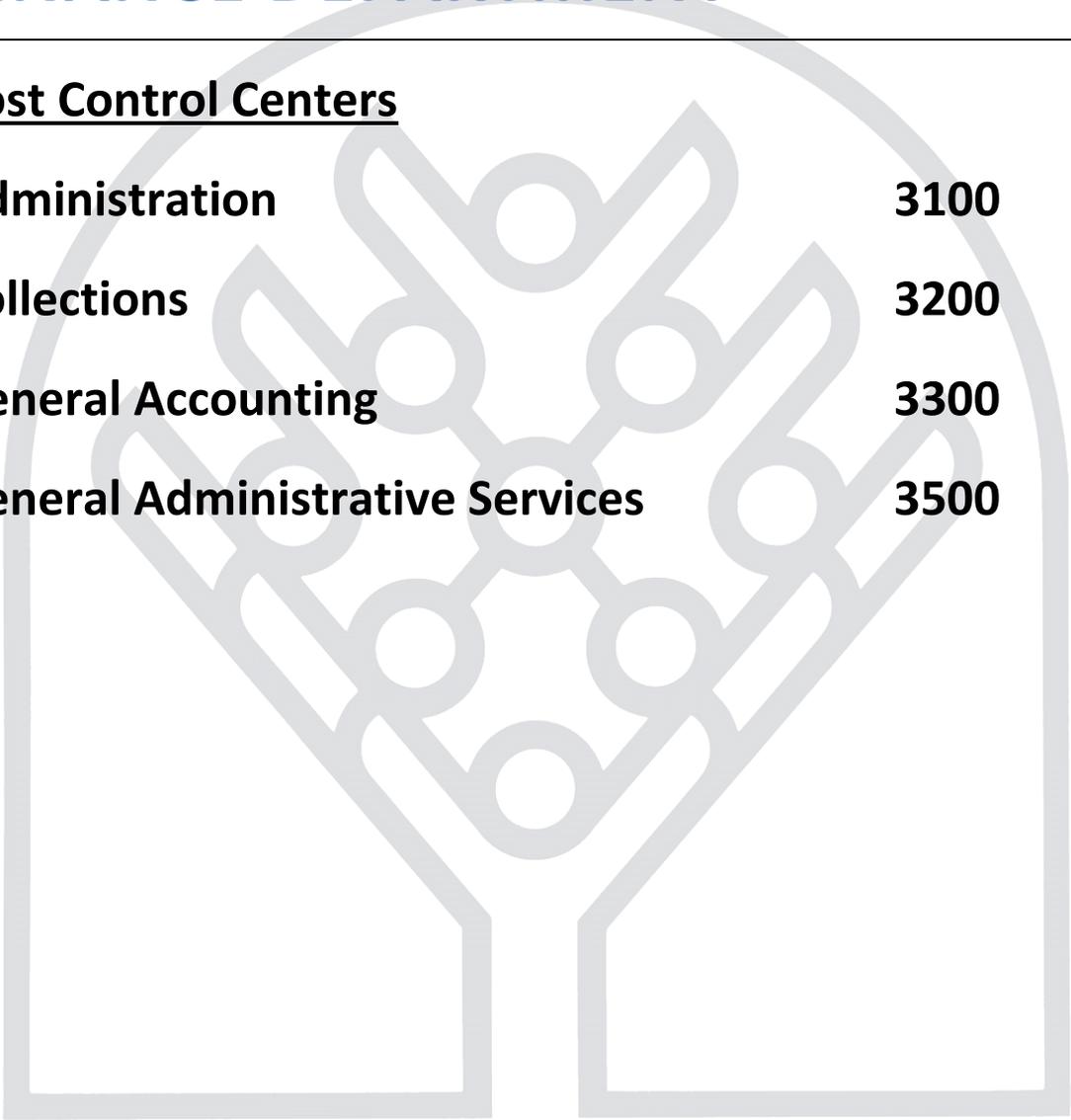
Department 4700 - Information Technology

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 179,182	\$ 123,499	\$ 178,064	\$ 190,889	\$ 190,889	\$ 181,018
401-421	Overtime Compensation	17,077	11,686	11,045	10,000	10,000	10,000
401-441	State Retirement	29,990	19,883	25,620	28,101	28,101	25,632
401-442	Social Security	15,213	9,912	14,916	15,368	15,368	14,613
401-444	Employee Insurance	28,639	19,957	26,760	35,093	35,093	47,232
Total Personal Services		270,100	184,937	256,404	279,451	279,451	278,495
402-411	Office Supplies	81,192	52,428	71,989	60,000	60,000	60,000
402-413	Memberships / Subscriptions	-	199	250	345	250	300
402-427	Materials & Supplies	24,516	5,345	13,367	14,500	14,500	14,500
402-434	Small Tools	230	-	38	-	-	-
Total Commodities		105,938	57,973	85,644	74,845	74,750	74,800
403-411	Telephone	158,833	128,351	193,443	199,684	197,000	179,136
403-412	Postage	120	87	75	-	35	-
403-436	Maintenance Agreements	170,471	268,055	318,828	281,260	281,260	303,760
403-461	Consulting Services	10,000	1,727	10,936	10,000	10,000	10,000
403-471	Schools / Conferences / Meetings	2,684	3,057	9,255	23,050	22,000	17,000
403-472	Transportation	236	-	211	1,000	1,000	1,200
403-499	Miscellaneous Expense	444	300	75	150	150	-
Total Contractual Services		342,788	401,577	532,822	515,144	511,445	511,096
Total Information Technology		\$ 718,826	\$ 644,486	\$ 874,870	\$ 869,440	\$ 865,646	\$ 864,391

FINANCE DEPARTMENT

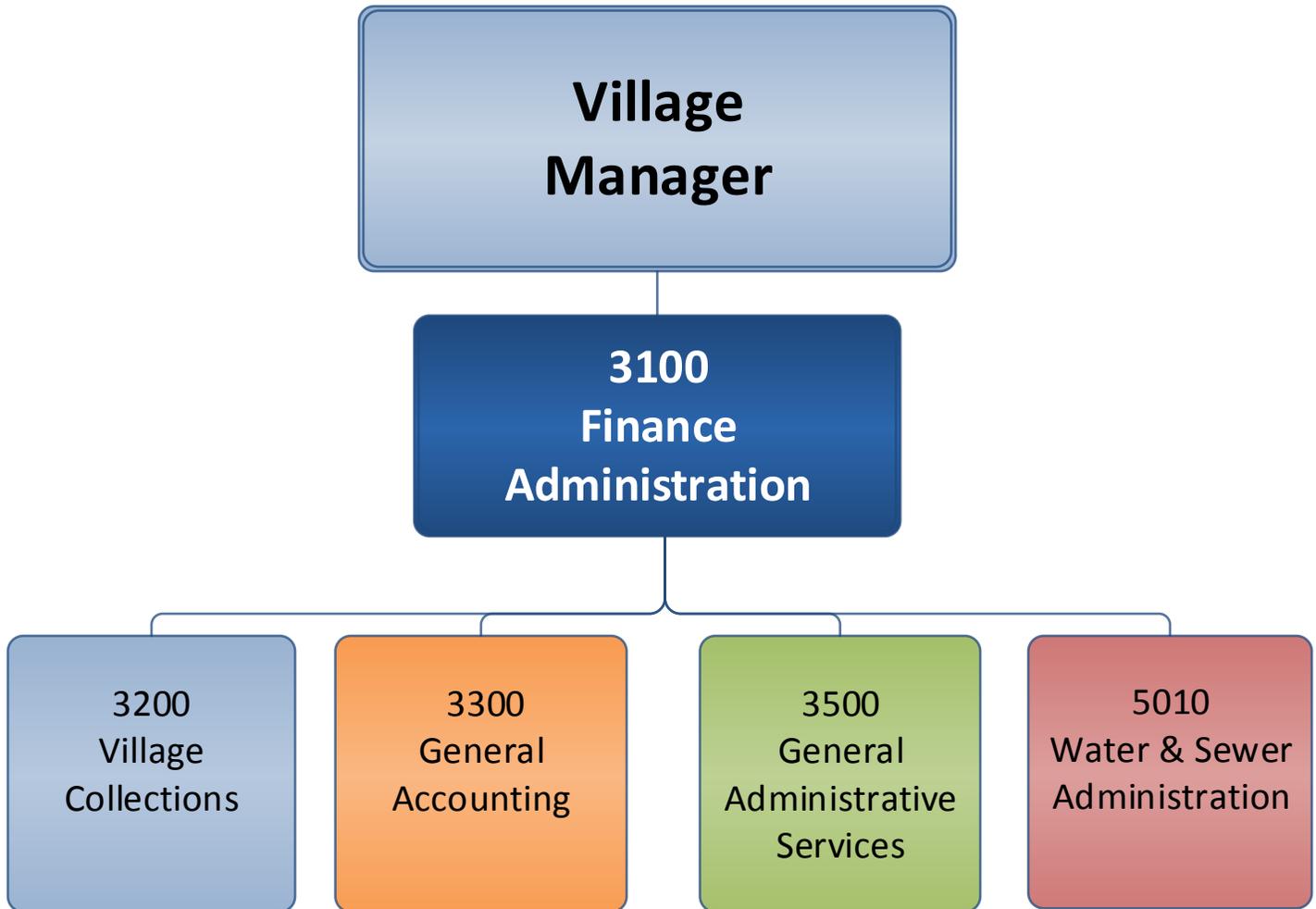
Cost Control Centers

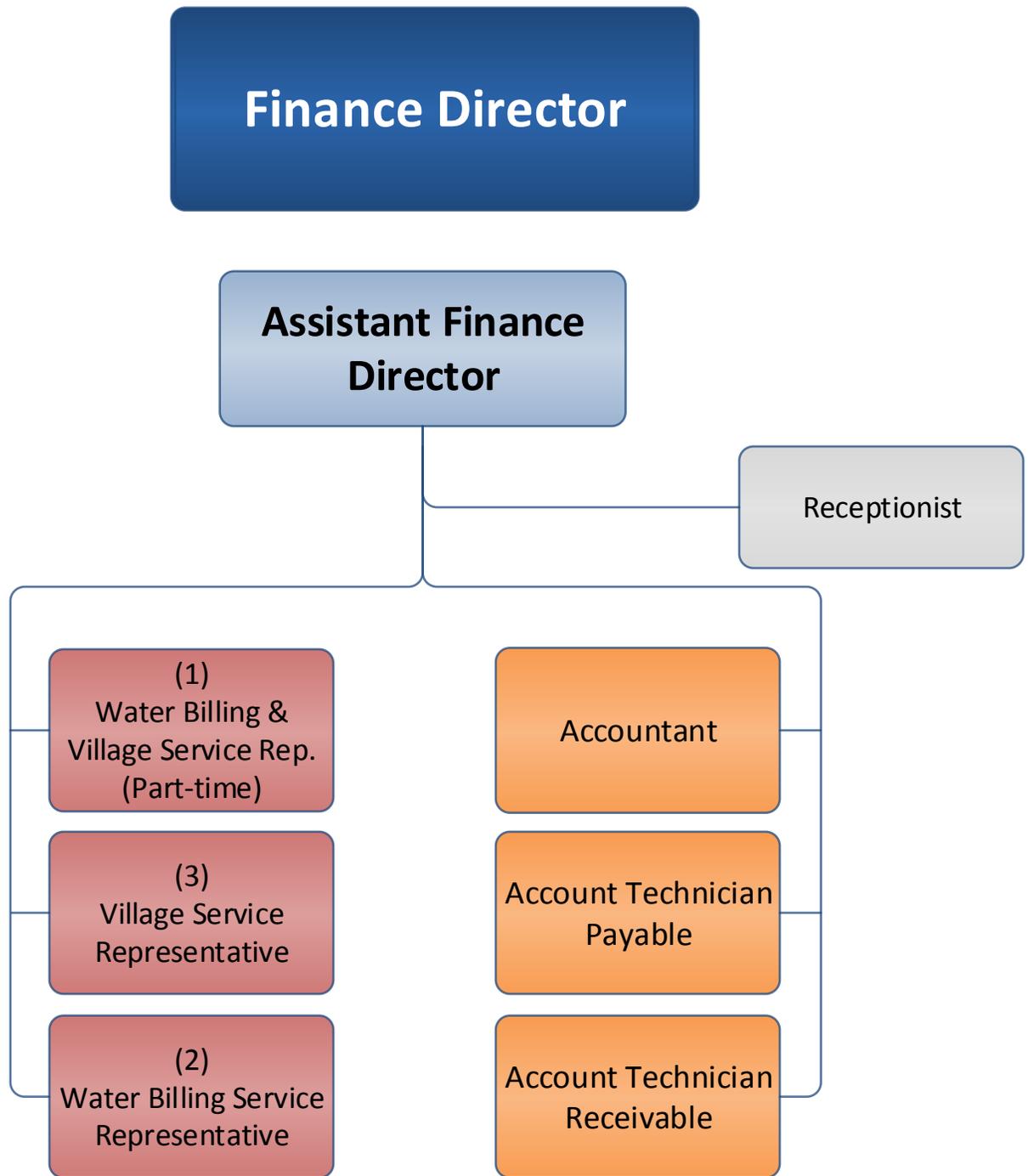
Administration	3100
Collections	3200
General Accounting	3300
General Administrative Services	3500



Hanover Park

Organization of the Finance Department







DEPARTMENT OF FINANCE 3100 – 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.

Description of Measurement	2011	2012	2013	2014	2015
Number of Full Time Employees	10	10	10	10	11
Number of Part Time Employees	0	3	3	0	0
Number of Full Time Employees Per 1,000 Population	.26	.26	.26	.26	.29
Total Finance Department Expenditures	\$3,381,713	\$3,497,173	\$3,192,684	\$3,506,176	\$3,095,384
Cost of Services Per Capita	\$89.06	\$91.36	\$84.08	\$92.33	\$80.38

2016 OBJECTIVES AND ACCOMPLISHMENTS

III. Is fiscally responsible and transparent

1. Review and update the Central Equipment Fund and I.T. Equipment Replacement Fund and continue the development and refinement of Capital Assets Module.
Ongoing
2. Have all staff participate and complete training on Microsoft Systems including Excel & Access.
Ongoing
3. Continue to look at options to improve public communications regarding financial reporting through the New World Systems (ERP software system).
Ongoing. Launch the e-water billing payment option in mid-September so customer can view and pay their water bill on-line
4. Continue the steps for higher education for both the Finance Director and the Assistant Finance Director.
Ongoing. Continue to attend Seminar and conferences to prepare for any implementation needed for financial reporting
5. Review and update the Village Investment Policy.
Ongoing
6. Prepare a Request for Proposal (RFP) for Banking Services.
Completed ... New Banking Services transition effective September 2016.

7. Transition the Water Billing from Bi-monthly to Monthly Billing.
Completed. First monthly billing will be September 1, 2016.
8. Complete a Water Billing Audit for meters showing zero usage or zero consumption.
Ongoing

ADDITIONAL ACCOMPLISHMENTS

1. The Village received the Government Finance Officers Association Distinguished Budget Award for Fiscal Year 2016.
2. Illinois Division of Insurance reports for the Police and Fire Pension were completed and submitted to the State for the Fiscal Year Ending December 31, 2015.
3. Municipal Compliance Report was completed for the Fire Pension for Fiscal Year Ended December 31, 2015.

2017 OBJECTIVES

Financial Health

1. Monitor federal and state legislative action that could have an impact upon the Village. Closely monitor State budgetary actions or impacts.
2. Review all department expenditures to ensure cost are assigned correctly and remain within budget.
3. Continue to enhance the presentation of information in the budget document for GFOA Distinguished Budget Award submission.

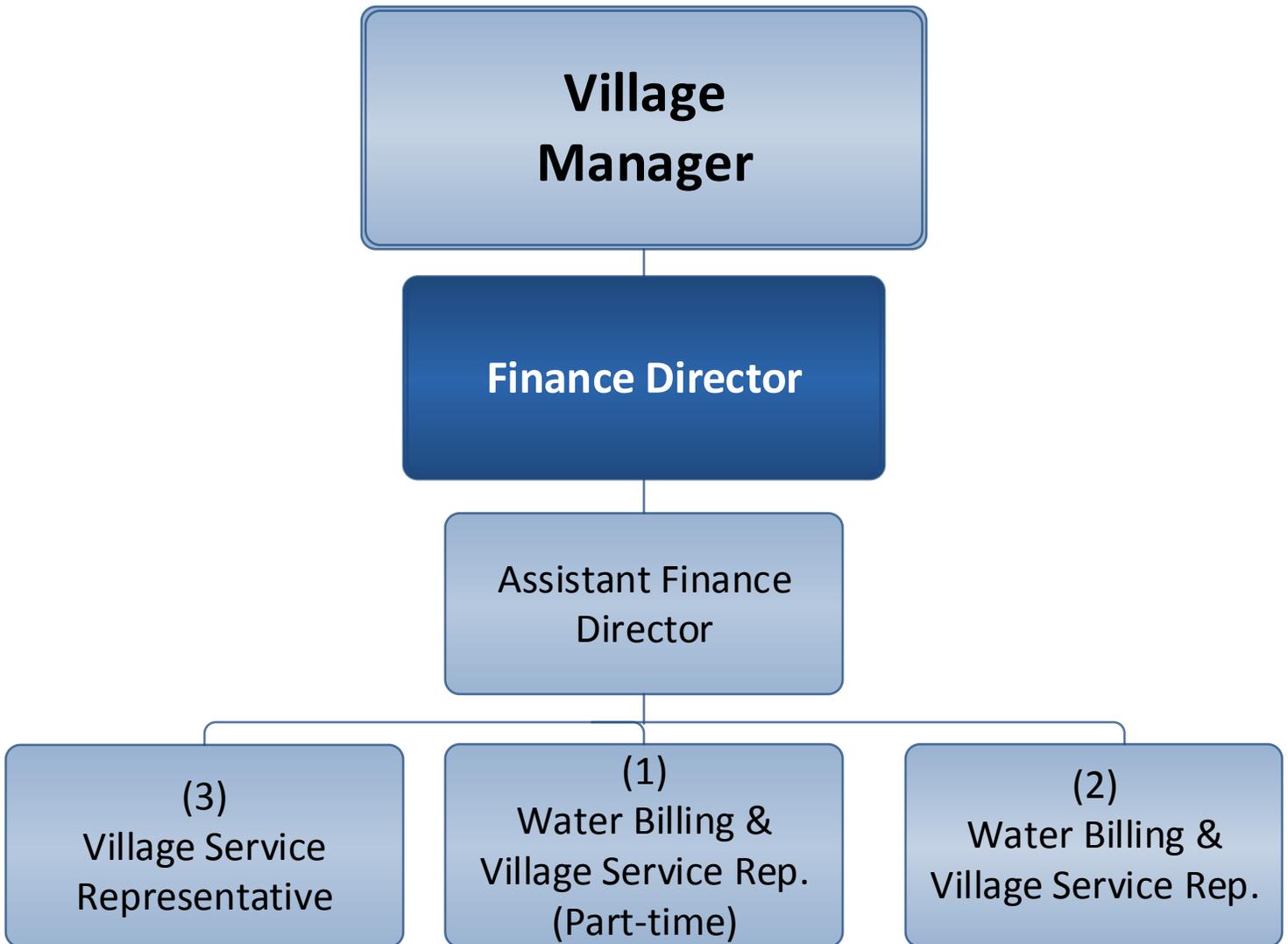
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 3100 - Finance Administration

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 102,600	\$ 61,794	\$ 89,905	\$ 116,990	\$ 112,000	\$ 118,774
401-421	Overtime Compensation		13	597	500	500	500
401-441	State Retirement	15,510	8,883	12,024	16,554	15,900	16,085
401-442	Social Security	7,872	4,394	7,015	9,040	8,600	9,176
401-444	Employee Insurance	16,633	13,456	18,024	29,480	18,500	17,894
Total Personal Services		142,616	88,540	127,564	172,564	155,500	162,429
402-411	Office Supplies	6,431	413	821	700	700	700
402-413	Memberships / Subscriptions	600	114	914	770	950	1,100
402-414	Books / Publications / Maps	-	-	365	95	95	97
402-431	Uniforms	-	57	-	150	150	150
402-499	Miscellaneous Expense	632	30	-	-	-	-
Total Commodities		7,664	615	2,100	1,715	1,895	2,047
403-412	Postage	77	3	9	-	-	-
403-436	Maintenance Agreements	1,423	2,269	4,159	3,430	4,350	4,404
403-451	Equipment Rentals	14,473	-	-	-	-	-
403-461	Consulting Services	-	61,258	55,535	15,000	10,000	10,000
403-471	Schools / Conferences / Meetings	3,552	622	1,696	3,884	3,884	3,884
403-472	Transportation	1,473	23	535	1,025	1,025	1,025
403-499	Miscellaneous Expense	195	-	-	-	-	-
Total Contractual Services		21,192	64,173	61,934	23,339	19,259	19,313
Total Finance Administration		\$ 171,472	\$ 153,328	\$ 191,598	\$ 197,618	\$ 176,654	\$ 183,789

3200 – Village Collections



DEPARTMENT OF FINANCE 3200 - COLLECTIONS

GOALS

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

DESCRIPTION OF FUNCTIONS

This division is responsible for the collection of all cash funds that come into the Village, the majority of which are water and sewer payments. Collections processes all local citations issued by the Police Department, as well as setting court dates, handling booted vehicles and processing tickets for the collection agency. In addition, the Division is responsible for the issuance of animal licenses, commuter parking lot permits and real estate transfer stamps, the maintenance of all escrow agreements and the maintenance of the contractor's license database.

Description of Measurement	2011	2012	2013	2014	2015
Animal Licenses	303	301	265	197	153
Parking Tickets Paid	6,982	7,710	7,001	6,795	6,250
Monthly Commuter Parking Permits	9,790	9,872	8,468	8,119	7,760
Contractor and Business Licenses	1,387	1,161	1,289	1,428	1,724
Real Estate Transfer Tax Stamps	706	985	1,178	1,111	1,038
Water Bill Payments Collected	59,032	58,662	58,808	59,029	59,366
Yard Waste Stickers	6,849	6,728	7,333	7,512	4,735
Parking Tickets Entered	11,699	13,786	11,983	12,080	11,618
Mediation Requests Processed	2,709	2,292	1,375	0*	0*
Tickets sent to Collections	3,662	1,858	4,376	1,637	0
Vehicles Placed on Boot List	99	124	272	1	0

*Mediation Requests are now processed by Police Department

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technologies

1. Convert the past five years of manually tracked Real Estate Transfer Tax Stamp sales to an electronic format.
Ongoing
2. Have all staff participate and complete training on Microsoft Systems including Word and Excel.
Ongoing

III. Is fiscally responsible and transparent

1. Complete selection process for new collection agency services.
Ongoing

2017 OBJECTIVES

Financial Health

1. Review all outstanding accounts receivables for potential submission to Collection agency and Debt Recovery program.

Effective Governance

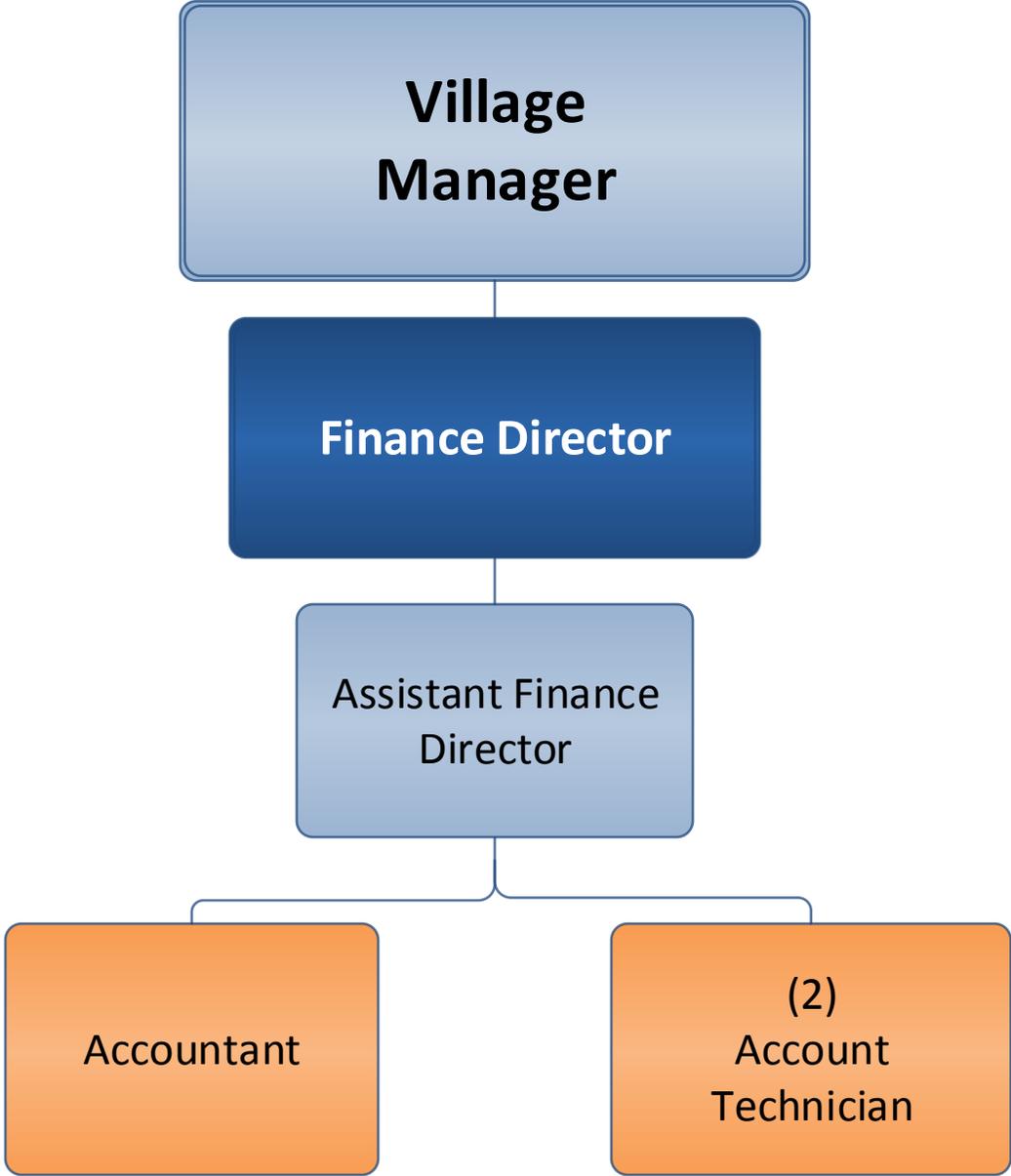
2. Provide training program for supervisors and front line employees.

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 3200 - Collections

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries-Regular	\$ 80,831	\$ 69,849	\$ 80,231	\$ 78,213	\$ 98,840	\$ 103,705
401-412	Salaries-Part Time	17,771	1,751	-	14,817	8,400	18,521
401-421	Overtime Compensation	1	1,460	3,585	1,500	2,500	2,000
401-441	State Retirement	11,937	9,785	11,455	11,104	14,950	14,430
401-442	Social Security	7,495	5,279	6,704	7,197	8,700	9,649
401-444	Employee Insurance	18,336	15,574	13,963	17,626	13,800	11,269
Total Personal Services		136,372	103,698	115,937	130,457	147,190	159,574
402-411	Office Supplies	8,621	3,433	7,491	7,400	7,450	7,450
Total Commodities		8,621	3,433	7,491	7,400	7,450	7,450
403-412	Postage	3,002	3,133	359	9,000	1,000	1,200
403-461	Consulting Services	-	-	3,216	-	9,956	-
403-471	Schools / Conferences / Meetings	-	-	-	525	450	600
403-472	Transportation	10	-	-	60	60	75
Total Contractual Services		3,012	3,133	3,575	9,585	11,466	1,875
Total Collections		\$ 148,005	\$ 110,264	\$ 127,004	\$ 147,442	\$ 166,106	\$ 168,899



DEPARTMENT OF FINANCE 3300 - 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.

Description of Measurement	2011	2012	2013	2014	2015
Number of Invoices Processed	9,399	9,574	8,725	7,787	7,549
Number of Purchase Orders Processed	186	150	158	1,852	98
Number of Checks Issued	4,018	3,857	3,665	3,217	3,314

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technologies

1. Have all staff participate and complete additional training on Microsoft Systems including Excel, Word and Access.
Ongoing
2. Continue to work on the implementation of the new financial reporting software system (ERP).
Ongoing

III. Is fiscally responsible and transparent

3. Provide accurate and timely financial information to Village Board, Village Manager, Department Directors and other internal customers as well as to the external customers (other governmental agencies, residents, etc.).
Completed
4. Successfully complete the Village's Annual Financial Budget and Annual Property Tax Levy concurrently.
Completed
5. Submit Annual Comprehensive Annual Financial Report for Government Finance Officers Association Awards Program.
Completed
6. Apply for and receive the GFOA award for Distinguished Budget Presentation for 2016.
Completed
7. Implement new GASB statements and/or technical correction in Comprehensive Annual Financial Report.
Completed

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 2014.

2017 OBJECTIVES

Financial Health

1. Continue to monitor federal and state legislative issues particularly on pension reform and revenue to respond and appropriately budget and account for any required changes.
2. Continue to enhance the presentation of information in the Certification of Achievement for Excellence in Financial Reporting (CAFR) Award submission.

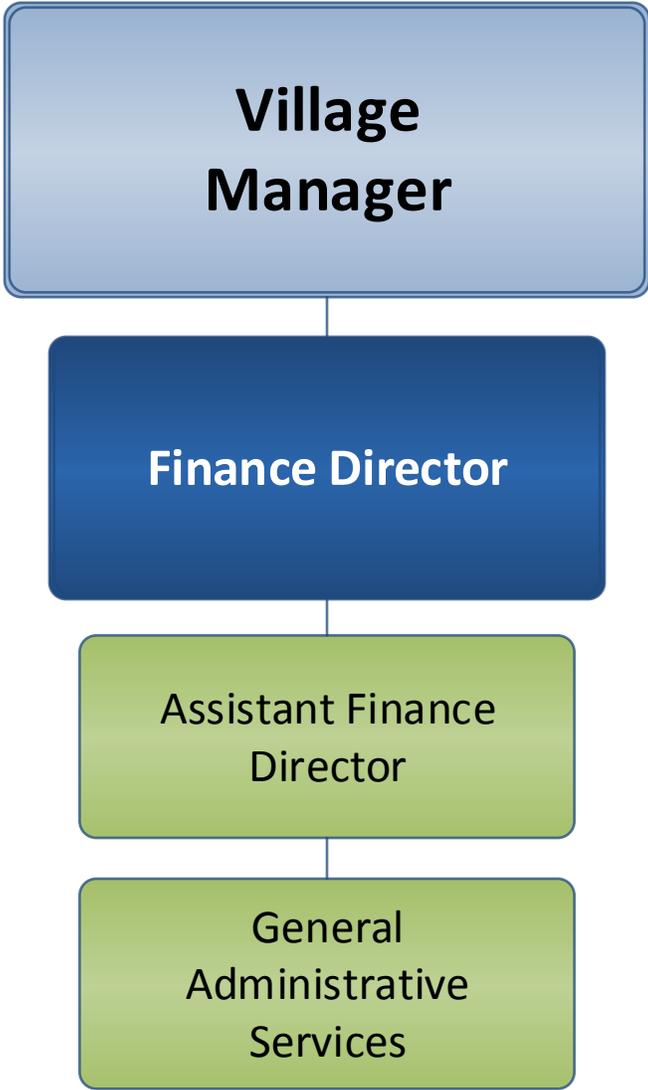
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 3300 - General Accounting

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 108,236	\$ 80,695	\$ 78,710	\$ 94,291	\$ 95,796	\$ 97,507
401-421	Overtime Compensation	55	1,641	1,031	1,500	3,000	1,500
401-441	State Retirement	16,574	12,546	11,329	13,866	14,800	13,704
401-442	Social Security	8,436	6,375	6,561	7,649	7,935	7,895
401-444	Employee Insurance	15,142	7,589	10,715	19,231	18,200	18,807
Total Personal Services		148,443	108,846	108,346	136,537	139,731	139,413
402-411	Office Supplies	453	193	308	175	300	300
402-413	Memberships / Subscriptions	-	505	-	765	940	940
402-499	Miscellaneous Expense	-	-	-	800	600	600
Total Commodities		453	698	308	1,740	1,840	1,840
403-412	Postage	5,661	1,545	2,858	2,622	2,900	2,900
403-436	Maintenance Agreements	776	1,218	1,827	2,207	1,830	1,900
403-451	Equipment Rentals	-	1,960	-	-	-	-
403-461	Consulting Services	-	3,605	-	-	-	-
403-463	Auditing Services	24,143	22,798	32,063	23,835	22,800	28,465
403-470	Binding & Printing	2,799	398	2,015	2,425	3,300	2,950
403-471	Schools / Conferences / Meetings	-	-	285	375	450	600
403-472	Transportation	-	-	26	75	75	75
403-496	Collection Fee Service	-	4,826	-	5,200	5,200	5,200
403-499	Miscellaneous Expense	14,989	10,532	19,902	20,450	53,360	20,450
Total Contractual Services		48,367	46,882	58,975	57,189	89,915	62,540
Total General Accounting		\$ 197,263	\$ 156,426	\$ 167,629	\$ 195,466	\$ 231,486	\$ 203,793

3500 – General Administrative Services

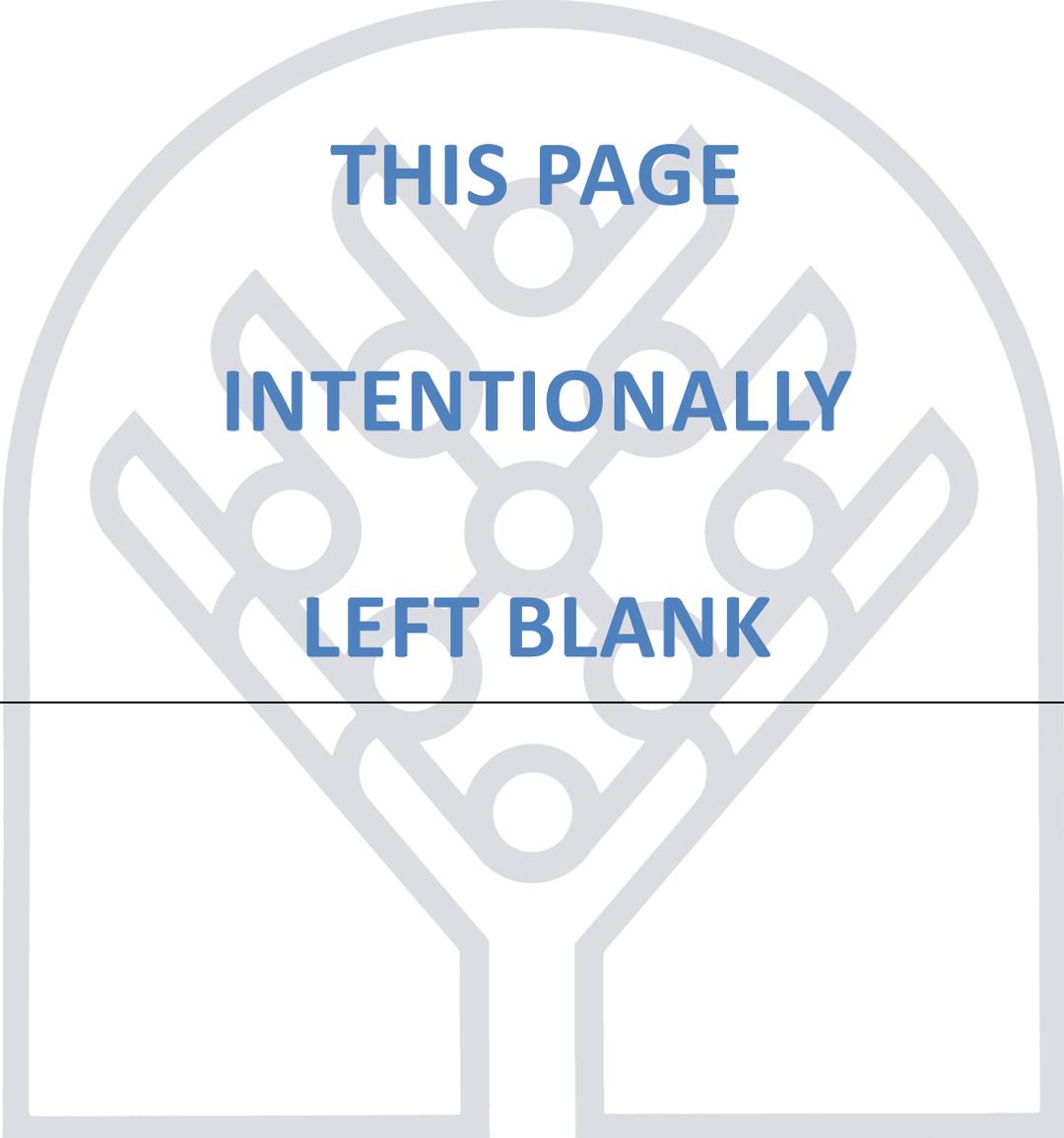


VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 3500 - Administrative Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ -	\$ -	\$ -	\$ 213,375	\$ 213,375	\$ 232,907
401-427	Language Proficiency	19,270	17,689	20,645	22,250	22,250	22,250
401-441	State Retirement	150	3,652	8,427	2,858	2,858	14,739
401-442	Social Security	87	2,891	4,119	13,133	13,133	30,950
401-444	Employee Insurance	-	204	-	-	-	-
401-445	Special Pension	30,946	25,319	42,552	43,644	43,644	43,366
401-446	Unemployment Compensation	40,860	4,775	31,801	35,032	30,000	32,000
Total Personal Services		91,312	54,530	107,544	330,292	325,260	376,212
403-411	Telephone	1,018	691	1,205	1,150	1,235	1,236
403-413	Light & Power	1,293	1,186	1,658	1,692	1,700	1,800
403-414	Natural Gas	37,525	32,327	25,529	22,050	20,000	21,600
403-417	Tax Incentive Payments	1,869,874	-	-	-	-	-
403-421	Liability Insurance Program	569,608	351,510	444,116	488,920	485,000	493,400
403-453	Furniture Replacement	-	-	20,000	20,000	20,000	-
403-461	Consulting Services	-	2,638	18,044	-	-	-
403-462	Legal Services	316,936	255,550	298,624	298,070	300,000	300,950
403-483	Shelter Inc.	-	-	1,000	2,000	1,000	-
403-485	Miscellaneous Programs	74,992	10,460	8,500	17,402	17,402	25,202
403-487	PACE Bus Service	15,680	10,453	-	-	-	-
403-488	Park District - Youth Programs	2,250	825	2,775	3,000	3,000	-
403-495	W.A.Y.S.	2,000	2,000	2,000	2,000	2,000	-
403-498	Contingency	-	-	-	10,000	10,000	15,000
Total Contractual Services		2,891,174	667,640	823,450	866,284	861,337	859,188
412-431-20	Gen. Cap. Outlay - Fence Escrow	6,950	-	-	-	-	-
Total Interfund Transfers		6,950	-	-	-	-	-
Total Administrative Services		\$ 2,989,436	\$ 722,170	\$ 930,994	\$ 1,196,576	\$ 1,186,597	\$ 1,235,400

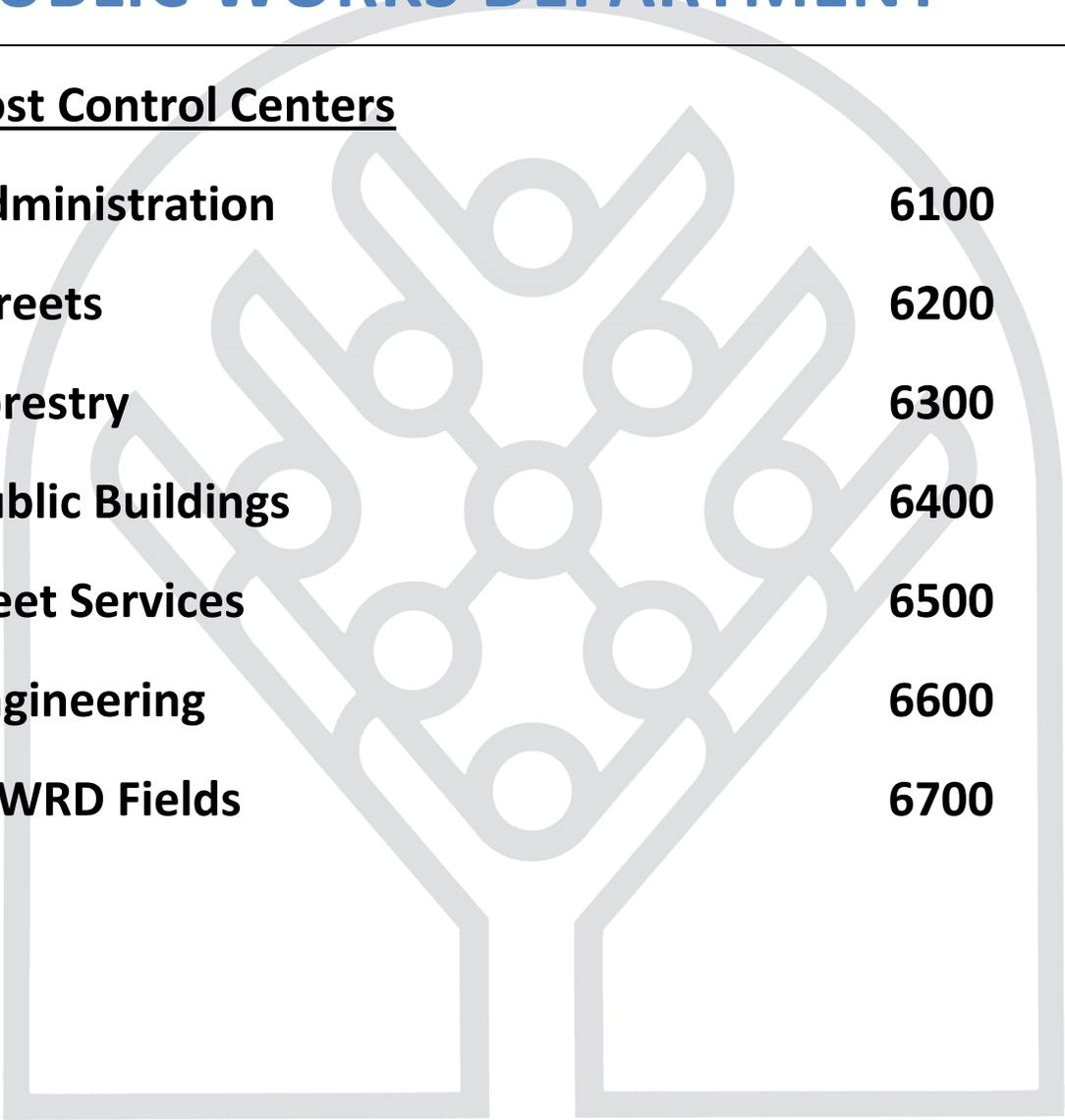


**THIS PAGE
INTENTIONALLY
LEFT BLANK**

Hanover Park

PUBLIC WORKS DEPARTMENT

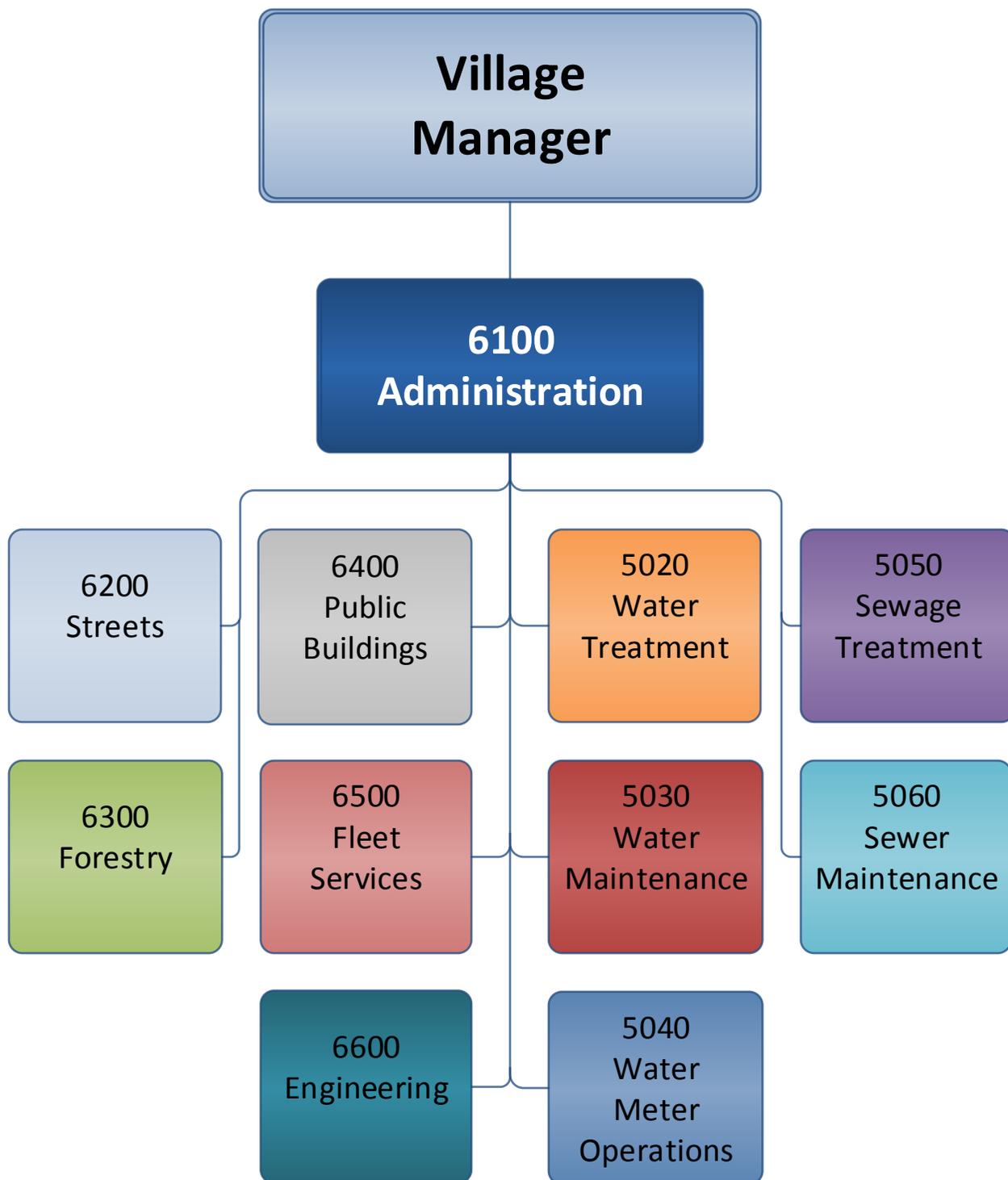
Cost Control Centers



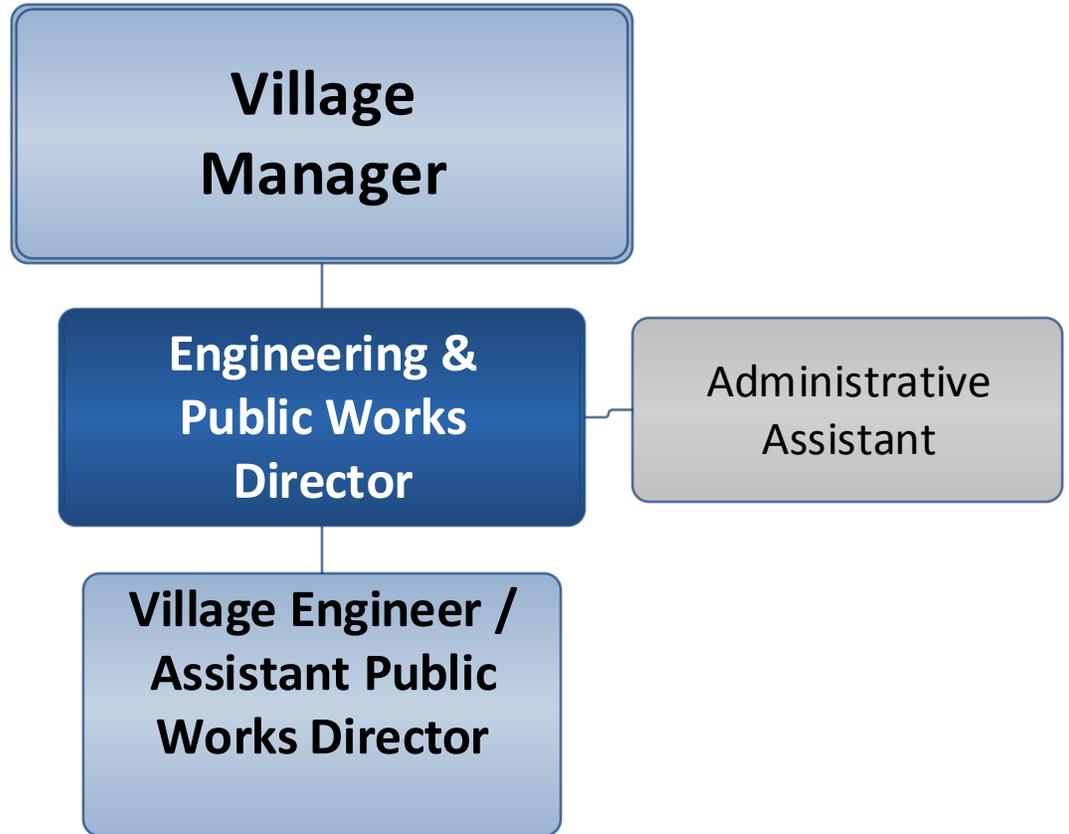
Administration	6100
Streets	6200
Forestry	6300
Public Buildings	6400
Fleet Services	6500
Engineering	6600
MWRD Fields	6700

Hanover Park

Organization of the Public Works and Engineering Department



6100 - Administration



DEPARTMENT OF PUBLIC WORKS 6100 - 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	2011	2012*	2013	2014	2015
Number of Full Time Employees	43	46	46	46	46
Number of Part Time Employees	4	4	4	3	3
Number of Full Time Employees Per 1,000 Population	1.15	1.26	1.26	1.26	1.26
Public Works Department Insurance Claims:					
Total Worker Compensation Claims	4	9	7	3	5
Worker Compensation Losses	\$411,469	\$19,433	\$29,179	\$57,723	\$10,753
All Other Claims	6	8	12	7	8
Non Worker Compensation Losses	\$25,822	\$44,748	\$50,921	\$69,985	\$18,835
Total Claims	10	17	12	10	13
Total Losses	\$437,291	\$64,181	\$80,100	\$127,708	\$29,588
Total Expenditures	\$2,901,960	\$4,064,738	\$3,888,125	\$3,792,615	
Cost of Services Per Capita	\$76.42	\$105.13	\$102.39	\$99.88	

*Now includes Engineering Department

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Reevaluate emergency preparedness planning. (First quarter)
Ongoing.
2. Reevaluate safety program. (Fourth quarter)
Contracted with Cintas.
3. Have office space reviewed for ergonomic compliance. (Second quarter)
This has been deferred to 2017.
4. Hire Assistant Engineering and Public Works Director/Village Engineer. (First quarter)
Completed second quarter.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

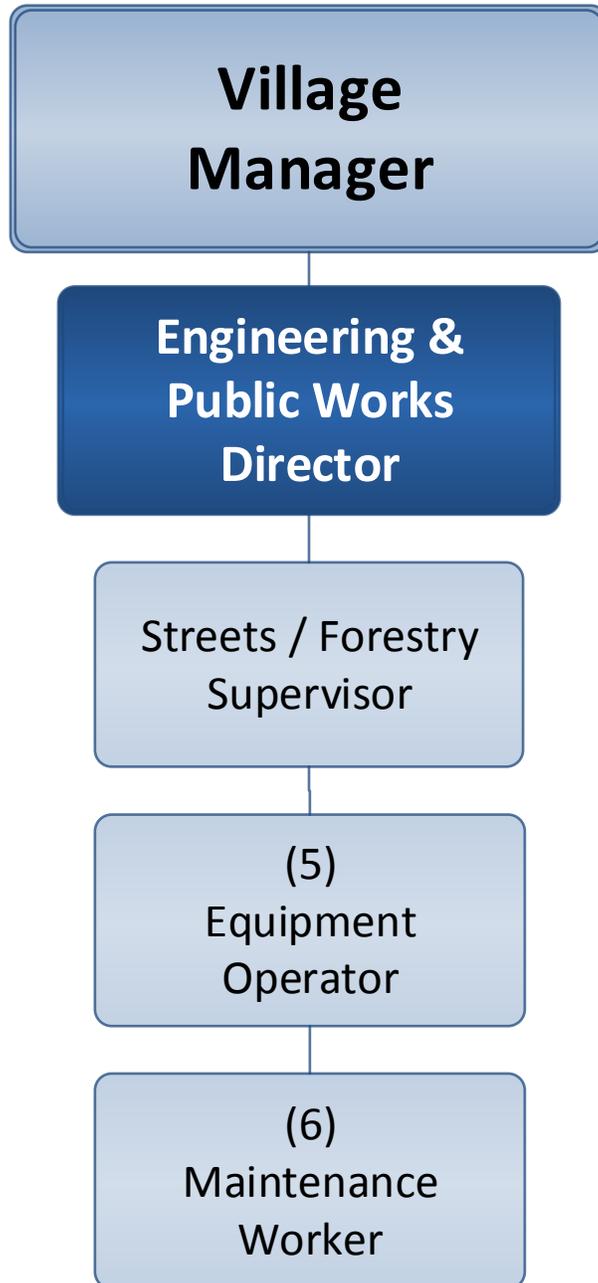
1. Reevaluate Engineering Organization Design. (First quarter)
2. Work with stakeholder organization to improve Hanover Park Sports Complex. (First, Second, and Third)
3. Have workspace reviewed for ergonomic compliance. (Fourth Quarter)
4. Successfully design and implement modifications to the foyer/front counter of the Village Hall. (Third Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6100 - Public Works Administration

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 106,561	\$ 62,989	\$ 85,377	\$ 106,316	\$ 106,316	\$ 109,814
401-421	Overtime Compensation	536	496	1,483	1,800	900	900
401-441	State Retirement	16,220	9,204	11,388	14,895	14,895	14,726
401-442	Social Security	7,193	4,085	6,561	8,133	8,133	8,401
401-444	Employee Insurance	14,943	9,740	15,339	15,181	15,181	15,173
Total Personal Services		145,454	86,514	120,149	146,325	145,425	149,014
402-411	Office Supplies	1,504	420	1,137	1,045	1,045	1,045
402-413	Memberships / Subscriptions	648	150	1,855	2,085	2,085	1,750
402-436	Photo Supplies	-	-	-	550	550	-
Total Commodities		2,151	570	2,991	3,680	3,680	2,795
403-412	Postage	952	527	962	600	600	600
403-436	Maintenance Agreements	385	253	390	1,180	1,180	1,180
403-451	Equipment Rentals	1,687	964	1,446	1,550	1,550	1,550
403-452	Vehicle Maintenance & Replacement	1,870	1,870	1,870	1,870	1,870	-
403-461	Consulting Services	-	23,805	53,891	-	-	-
403-471	Schools / Conferences / Meetings	298	235	2,187	2,420	2,420	2,420
403-472	Transportation	253	-	412	550	550	550
403-489	IEPA Discharge Fee	1,000	1,000	1,000	1,000	1,000	1,000
Total Contractual Services		6,444	28,654	62,158	9,170	9,170	7,300
Total Public Works Administration		\$ 154,049	\$ 115,738	\$ 185,298	\$ 159,175	\$ 158,275	\$ 159,109



DEPARTMENT OF PUBLIC WORKS

6200 - 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 462 basins and 69,045 linear feet of pipe to date.

Provide rapid removal of graffiti utilizing in-house forces.

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

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

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

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

Rebuild any failing storm sewer basins in the Village.

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

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

PERFORMANCE ACTIVITIES AND MEASURES

Description of Measurement	2011	2012	2013	2014	2015
Miles of Streets	99.36	99.36	99.36	99.36	99.36
Miles of Public Sidewalks	155.15	155.15	155.15	155.15	155.15
Miles of Storm Sewer	112.81	112.9	112.9	112.9	112.9
Number of Storm Sewer Structures	6,421	6,422	6,429	6,429	6,429
Number of Streetlight Poles	1,138	1,138	1,073	1,078	1,083
Cost of Annual Resurfacing Program	\$550,713	\$917,493	\$799,039	\$883,673	\$0
Street Division Graffiti Removal	104	66	49	46	21
Sidewalk Replaced (sq. ft.)	26,361	30,159	23,600	22,740	20,661
Curb and Gutter Replaced (lin. ft.)	4,000	3,709	2,188	2,188	2,882
Crack Sealing (lbs. installed)	22,700	21,777	22,680	18,780	16,129
Thermoplastic Pavement Markings (lin. ft. installed)	18,000	16,277	30,926	31,675	27,187
Number of Storm Sewer Basins Rebuilt	19	16	14	1	11
Number of Snow/Ice Responses	22	13	20	41	14

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Establish a sidewalk snow removal program to include Barrington Road, Lake Street and the Natural Gas Pipeline bike path. (First quarter)
Completed first quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Over 150 man-hours used to assist volunteers in the demolition and rebuilding of the new baseball field, dugouts, and dumpster enclosures.
2. Completed the bidding, contract execution and oversight of the building of the dog kennel for the new Police dog.
3. Assisted Village of Glendale Heights with startup of liquid anti/de-icing program based on Hanover Park Model.
4. Successfully planted over 600 parkway trees in reforestation efforts related to the removal of infested ash trees.
5. After very significant storm event on March 15, only one parkway tree limb was reported down. This is proof that pro-active forestry management is both a cost effective and good for safety of community.
6. Assisted Coal City tornado response under IPWMAN intergovernmental agreement.
7. After extensive investigation, repaired storm water restrictor and outfall pipe at retention pond on Morton Road.
8. Installed additional stop signs at Hanover Square Shopping Center.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

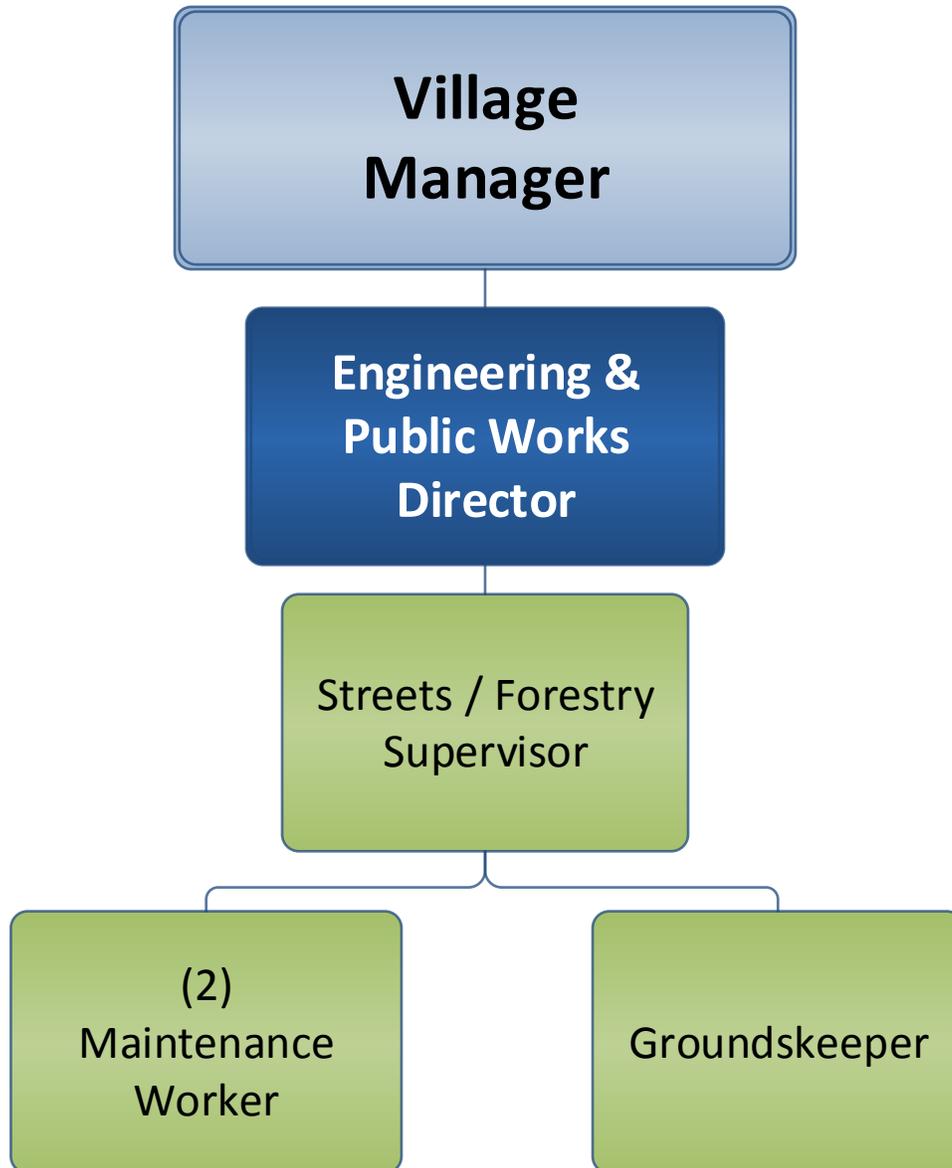
1. Continue to provide quality snow and ice control for all residents and the motoring public. (First quarter)
2. Refresh pavement markings ahead of school opening for 2018 School Year. (Second Quarter)
3. Continue 24 hours graffiti removal program to the betterment of the aesthetic appearance of the community (All Year)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6200 - Streets

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 491,882	\$ 347,951	\$ 628,280	\$ 641,611	\$ 641,611	\$ 641,611
401-412	Salaries - Part - Time	4,712	4,507	15,364	21,600	21,600	21,600
401-421	Overtime Compensation	104,535	19,695	55,602	55,000	55,000	55,000
401-428	On Call Premium Pay	1,829	1,926	3,352	3,000	3,000	3,000
401-441	State Retirement	88,383	53,564	92,535	98,889	98,889	94,983
401-442	Social Security	45,384	26,594	54,658	55,650	55,650	55,650
401-444	Employee Insurance	133,916	92,714	146,174	145,294	145,294	141,191
Total Personal Services		870,639	546,952	995,966	1,021,044	1,021,044	1,013,035
402-411	Office Supplies	87	88	55	100	100	-
402-413	Memberships / Subscriptions	411	150	65	245	150	245
402-414	Books / Publications / Maps	-	-	-	50	50	-
402-427	Materials & Supplies	65,231	45,972	100,348	99,000	99,000	100,000
402-431	Uniforms	1,865	1,416	2,603	4,000	4,000	4,000
402-433	Safety & Protective Equipment	2,527	2,442	2,096	5,000	5,000	3,000
402-434	Small Tools	393	4,252	2,451	2,000	2,000	2,000
402-499	Miscellaneous Expense	260	-	109	100	100	-
Total Commodities		70,774	54,319	107,728	110,495	110,400	109,245
403-433	M & R - Communication Equipment	-	503	-	75	75	-
403-435	M & R - Streets & Bridges	141,177	7,964	112,812	111,800	70,000	111,800
403-437	M & R - Other Equipment	800	-	-	300	300	-
403-439	M & R - Accident Claims	4,750	9,320	6,080	5,000	5,000	5,000
403-451	Equipment Rentals	-	-	-	100	100	-
403-452	Vehicle Maintenance & Replacement	201,680	244,070	227,090	252,778	252,778	228,389
403-471	Schools / Conferences / Meetings	1,448	1,516	2,777	8,000	5,000	5,000
403-472	Transportation	-	-	25	500	500	500
Total Contractual Services		349,855	263,373	348,784	378,553	333,753	350,689
Total Streets		\$ 1,291,269	\$ 864,644	\$ 1,452,479	\$ 1,510,092	\$ 1,465,197	\$ 1,472,969



DEPARTMENT OF PUBLIC WORKS 6300 - 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	2011	2012	2013	2014	2015
Number of Parkway Trees Planted	0	0	140	54	300
Number of Parkway Trees Trimmed:					
Contractual	1,668	1,640	1,652	1,607	1,105
In-House	643	483	218	384	410
Brush Pickup Program (Cubic Yards Collected)	1,465	1,640	1,400	1,400	1,090
Annual Cost	\$64,271	\$72,842	\$67,161	\$67,161	\$60,310
Cost per Cubic Yard Collected	\$43.80	\$47.46	\$47.97	\$47.97	\$55.33
Leaf Pickup Program (Cubic Yards Collected)	1,060	540	600	600	500

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Continue to renew the urban forest from the effects of the Emerald Ash Borer. Goal is to plant approximately 600 trees. (Fourth quarter)
Ongoing. 300 trees planted to date. Remainder to be planted in November 2016.
2. Contractual design and planting of the raised planter boxes along Lake Street to improve appearance. (Third quarter)
Moved to FY2017
3. Contractual repair of the block wall at the Barrington Road Street Scape Project. (Third quarter)
Completed second quarter.

4. Further design improvements to the Village entrance signs to improve the appearance of the Village. (Second quarter)
Moved to FY2017

ADDITIONAL ACCOMPLISHMENTS

1. Completed two brush pickup cycles.
2. Completed contractual clean up and planting of the two Ontarioville seating nodes.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Plant approximately 500 trees on Village parkways as part of a reforestation project. (All Quarters)
2. Prune and maintain municipal parkway trees to provide a vibrant and safe urban forest (All Quarters)

Community Image and Identity

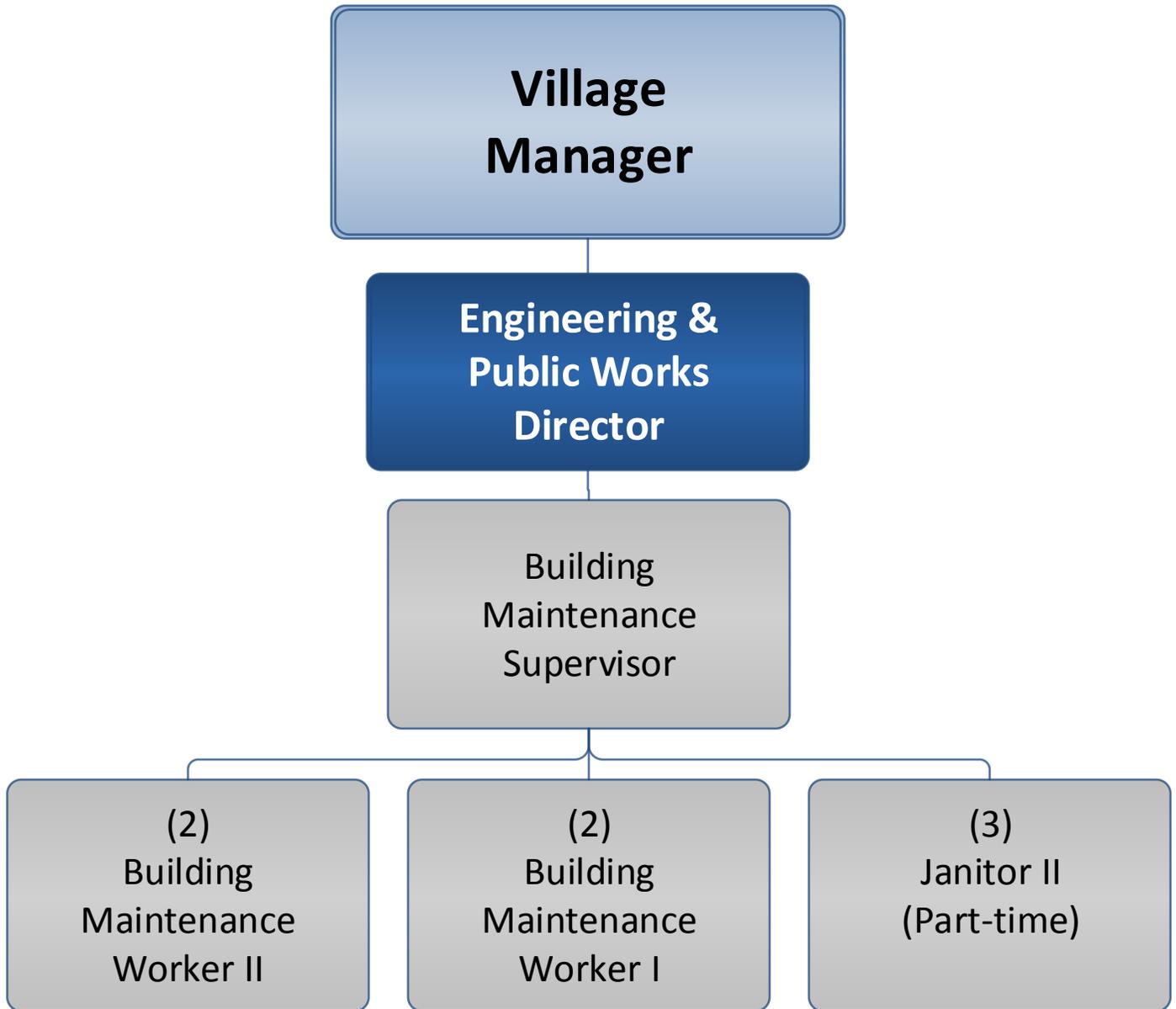
3. Contractual design and planting of the raised planter boxes along Lake Street to improve appearance. (Third quarter)
4. Further design improvements to the Village entrance signs to improve the appearance of the Village. (Second quarter)
5. Continue to renew the urban forest from the effects of the Emerald Ash Borer. (First through Fourth Quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6300 - Forestry

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 116,350	\$ 77,075	\$ 125,706	\$ 132,658	\$ 132,658	\$ 127,732
401-412	Salaries - Part - Time	16,347	6,640	15,093	28,800	28,800	18,000
401-421	Overtime Compensation	10,637	1,552	9,023	15,000	15,000	11,000
401-428	On Call Premium Pay	438	-	1,187	350	1,000	350
401-441	State Retirement	19,179	10,756	18,921	20,686	20,686	19,230
401-442	Social Security	10,993	6,069	12,203	13,499	13,499	13,122
401-444	Employee Insurance	14,961	6,385	22,882	33,022	33,022	49,214
Total Personal Services		188,905	108,477	205,015	244,015	244,665	238,648
402-413	Memberships / Subscriptions	35	375	195	300	300	300
402-427	Materials & Supplies	5,490	9,611	10,949	7,000	7,000	7,000
402-429	Parts & Accessories - Non - Auto	2,146	131	1,125	2,000	2,000	2,000
402-431	Uniforms	200	848	1,479	1,400	2,000	2,000
402-433	Safety & Protective Equipment	956	382	964	2,000	2,000	2,000
402-434	Small Tools	1,500	1,392	1,556	1,500	1,500	1,500
Total Commodities		10,327	12,738	16,268	14,200	14,800	14,800
403-433	M & R - Communication Equipment	-	85	-	-	-	-
403-434	M & R - Buildings	2,042	267	557	3,100	3,100	3,600
403-435	M & R - Streets & Bridges	113,633	161,362	234,721	233,971	233,971	216,771
403-437	M & R - Other Equipment	-	-	-	100	100	-
403-438	Maintenance - Forestry	150,217	27,760	46,165	76,000	75,000	60,000
403-439	M & R - Accident Claims	-	235	8,332	-	-	-
403-451	Equipment Rentals	-	-	-	100	100	-
403-452	Vehicle Maintenance & Replacement	24,836	29,896	24,667	37,391	37,391	35,564
403-471	Schools / Conferences / Meetings	774	517	415	1,705	1,000	1,000
Total Contractual Services		291,502	220,121	314,857	352,367	350,662	316,935
Total Forestry		\$ 490,734	\$ 341,337	\$ 536,141	\$ 610,582	\$ 610,127	\$ 570,383



DEPARTMENT OF PUBLIC WORKS

6400 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Completed demolition of the 2152 Lake Street building. (Third quarter)
Completed fourth quarter.
2. Remodel Village Hall board room. (Third quarter)
Completed fourth quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Installed drain tile around Village Hall administration area and replaced a window to alleviate leaks.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Renovate Public Works front counter area. (Fourth quarter)
2. Renovate kitchen/work out room and kitchen at Fire Station #2, and replace carpet in the living quarters. (Second quarter)

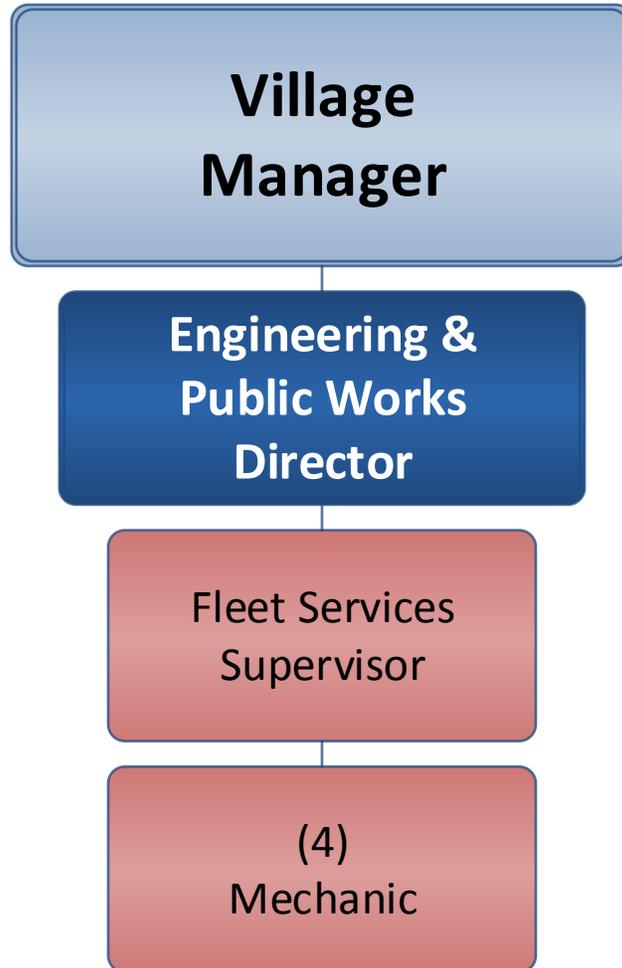
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6400 - Public Buildings

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 154,913	\$ 111,192	\$ 160,317	\$ 159,042	\$ 159,042	\$ 159,962
401-412	Salaries - Part - Time	29,183	17,895	35,269	46,295	46,295	47,858
401-421	Overtime Compensation	13,479	7,510	6,673	12,000	9,000	10,000
401-428	On Call Premium Pay	6,316	2,206	5,029	6,680	3,500	6,680
401-441	State Retirement	25,792	16,409	22,739	25,555	25,555	24,696
401-442	Social Security	15,467	10,057	16,115	17,589	17,589	17,685
401-444	Employee Insurance	38,258	26,391	29,842	29,891	29,891	32,366
Total Personal Services		283,409	191,660	275,984	297,052	290,872	299,247
402-411	Office Supplies	260	93	44	265	265	265
402-413	Memberships / Subscriptions	286	166	-	-	-	-
402-414	Books / Publications / Maps	-	-	-	50	50	-
402-427	Materials & Supplies	53,393	32,466	41,823	57,000	57,000	50,000
402-428	Cleaning Supplies	19,394	13,260	20,131	20,500	20,500	20,500
402-429	Parts & Accessories - Non - Auto	17,988	11,464	14,403	19,000	19,000	15,000
402-431	Uniforms	3,163	2,289	3,751	3,875	3,875	3,875
402-433	Safety & Protective Equipment	1,874	1,129	2,191	3,410	1,800	2,400
402-434	Small Tools	3,607	1,100	1,567	3,800	3,800	3,800
402-499	Miscellaneous Expense	-	-	-	-	-	-
Total Commodities		99,965	61,966	83,909	107,900	106,290	95,840
403-434	M & R - Buildings	56,064	27,071	70,853	64,100	64,100	64,100
403-436	Maintenance Agreements	138,407	74,246	139,117	142,150	142,150	142,150
403-437	M & R - Other Equipment	706	147	-	600	600	-
403-439	M & R - Accident Claims	-	4,997	-	-	-	-
403-451	Equipment Rentals	-	-	-	50	50	-
403-452	Vehicle Maintenance & Replacement	8,820	13,887	13,022	16,447	16,447	12,973
403-471	Schools / Conferences / Meetings	3,122	553	856	3,000	3,000	1,000
Total Contractual Services		207,119	120,901	223,848	226,347	226,347	220,223
Total Public Buildings		\$ 590,492	\$ 374,527	\$ 583,741	\$ 631,299	\$ 623,509	\$ 615,310

6500 – Fleet Services



DEPARTMENT OF PUBLIC WORKS 6500 - 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	2011	2012	2013	2014	2015
Number of Vehicles Maintained	153	152	154	154	154
Fleet Maintenance & Replacement Cost	\$843,134	\$1,205,179	\$1,100,773	\$1,220,027	\$1,235,530
Average Cost Per Vehicle	\$5,510	\$7,929	\$7,148	\$7,922	\$7,997
Miles Driven	903,814	894,727	922,518	964,817	957,423
Total Fleet Miles	5,842,316	5,984,621	6,087,347	6,114,517	6,027,802

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Upgrade our fueling system to meet new IEPA regulations and improve the ease of use for our customers. (Third quarter)
To be completed third quarter.
2. Improve level of operator training on heavy equipment through in-house training and training seminars. (Fourth quarter)
Completed and ongoing. We have completed several training classes covering chipper operation, aerial lift operation, Vector operator training, and pressure washers. We are continuing training as needed or as opportunities arise.
3. Develop design for new Street Department sign maintenance truck to improve safety of operation. (Third quarter)
Completed. Working with the Street Department, Fleet Services has developed a new design of sign maintenance truck.
4. Determine method of purchase for a \$1,300,000 aerial fire truck and order unit. (First quarter)
Completed. Specifications have been completed and we are finalizing pricing of the unit. This aerial first truck should be on order in August.

ADDITIONAL ACCOMPLISHMENTS

1. Worked with Fire Department on specifications for an aerial truck.
2. Converted a used ambulance for use as a Police Incident Command vehicle.

3. Mechanic Rob Lowth completed training at the Illinois Public Service Institute in management skills.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

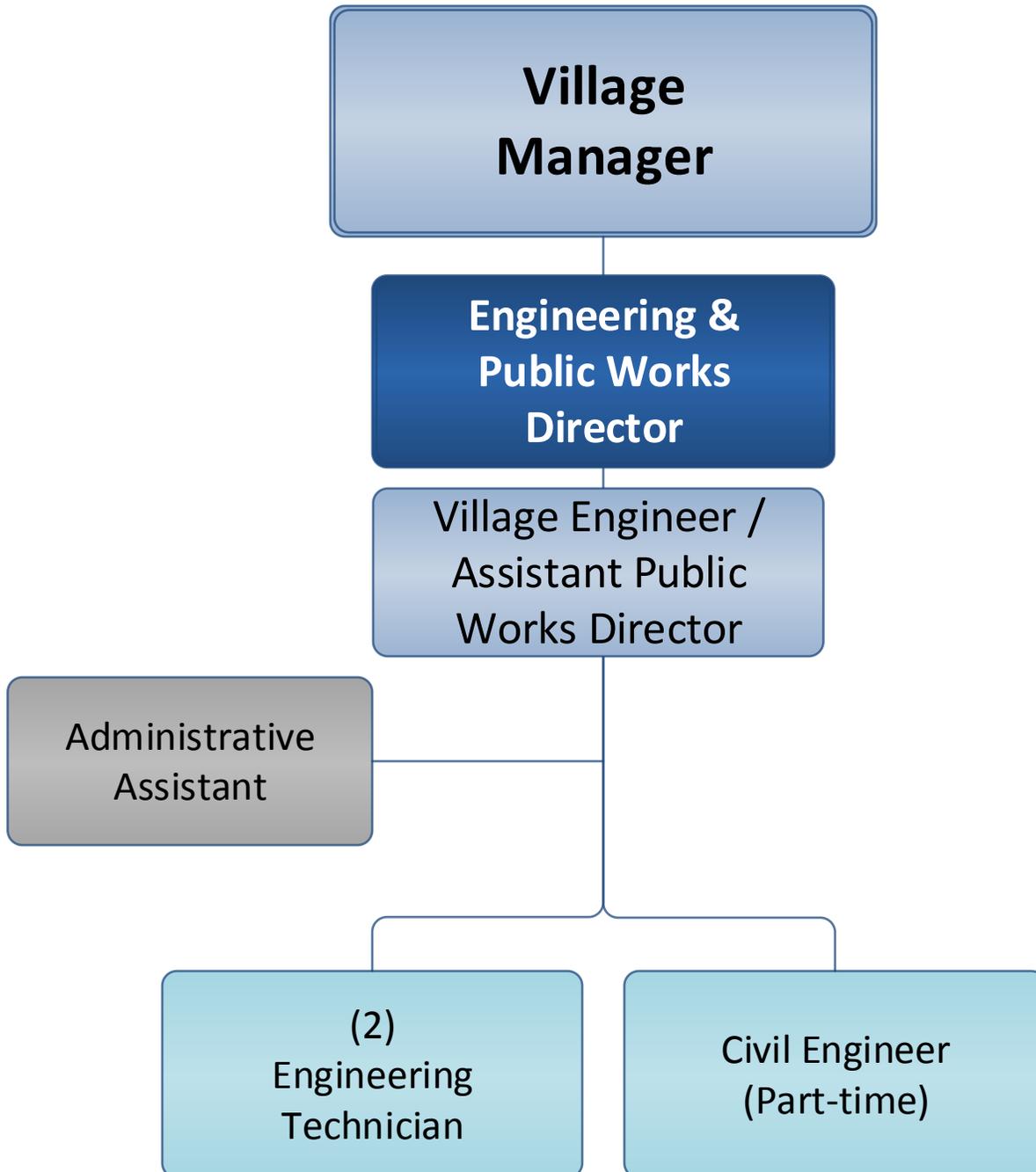
1. Review life expectancy projections in vehicle replacement schedule for some vehicle classes. (Second quarter)
2. Expand internet based training and resources for mechanics. (Third quarter)
3. Expand mechanics training to insure all mechanics are trained to repair all equipment. (Second quarter)
4. Investigate methods of controlling visitor access, limit exposure to environmental hazards, and improve mechanic fall protection and other safety considerations in mechanic's shop. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6500- Fleet Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 285,469	\$ 215,339	\$ 311,646	\$ 302,286	\$ 302,286	\$ 302,286
401-421	Overtime Compensation	10,444	5,319	6,775	8,696	8,696	7,000
401-441	State Retirement	44,324	32,253	42,954	44,251	44,251	42,409
401-442	Social Security	22,424	16,087	24,912	25,589	25,589	25,589
401-444	Employee Insurance	51,009	33,009	47,114	61,571	61,571	61,253
Total Personal Services		413,671	302,007	433,400	442,393	442,393	438,537
402-411	Office Supplies	143	398	44	500	500	400
402-413	Memberships / Subscriptions	532	600	3,145	3,200	5,500	5,150
402-414	Books / Publications / Maps	1,950	-	2,540	3,400	2,500	3,000
402-421	Gasoline & Lube	332,538	293,374	204,872	317,895	180,000	225,375
402-422	Automotive Parts	113,820	73,956	108,059	114,300	90,000	110,000
402-423	Communications Parts	4,856	3,843	712	5,800	3,500	3,500
402-427	Materials & Supplies	13,219	9,999	15,964	15,000	17,000	17,200
402-429	Parts & Accessories - Non - Auto	11,273	8,303	24,128	23,000	19,000	20,000
402-431	Uniforms	945	466	1,182	900	800	900
402-433	Safety & Protective Equipment	891	1,080	924	1,400	1,400	1,000
402-434	Small Tools	3,012	4,020	5,801	6,000	6,000	6,000
Total Commodities		483,179	396,039	367,371	491,395	326,200	392,525
403-412	Postage	24	-	44	50	50	50
403-431	M & R - Auto Equipment	60,496	37,701	77,009	51,500	85,000	75,000
403-433	M & R - Communication Equipment	-	-	-	850	-	-
403-436	Maintenance Agreements	-	-	94	-	-	-
403-437	M & R - Other Equipment	18,062	6,765	18,737	15,000	15,000	15,000
403-451	Equipment Rentals	924	381	1,940	2,500	2,000	2,000
403-452	Vehicle Maintenance & Replacement	4,238	6,195	6,195	6,195	6,195	3,619
403-461	Consulting Services	-	15,970	-	-	-	-
403-468	Uniform Rentals	4,316	2,961	4,568	4,700	4,700	4,900
403-469	Testing Services	3,047	-	3,034	2,500	2,500	2,500
403-471	Schools / Conferences / Meetings	4,245	2,881	3,611	6,405	6,405	4,500
403-472	Transportation	459	377	1,115	1,250	1,250	1,450
403-499	Miscellaneous Expense	2,200	1,701	2,414	2,200	2,200	2,200
Total Contractual Services		98,010	74,933	118,760	93,150	125,300	111,219
Total Fleet Services		\$ 994,860	\$ 772,979	\$ 919,530	\$ 1,026,938	\$ 893,893	\$ 942,281



DEPARTMENT OF PUBLIC WORKS 6600 - 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.
- Street Lighting Replacement

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 Storm water Management program, including submittal of NPDES MS4 permit, NOI and annual reporting to IEPA.

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Coordinated Phase 1 engineering for Arlington Road Bridge replacement project. (First Quarter)
2. Coordinated rollout of condition analysis with water main replacement program. (First or Second Quarter)
3. Coordinated Phase 3 engineering and construction of Barrington Road. (First Quarter)
4. Evaluated options for street construction and prioritize streets. (First Quarter)

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Coordinate Phase 1 & 2 engineering for Arlington Road Bridge Replacement project. (Ongoing)
2. Coordinate Phase 3 engineering and construction of Barrington Road Street Lighting (First & Second Quarter)
3. Coordinate Engineering and oversee 2017 Road Program. (On-going)

Budget Detail by Department
Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6600 - Engineering

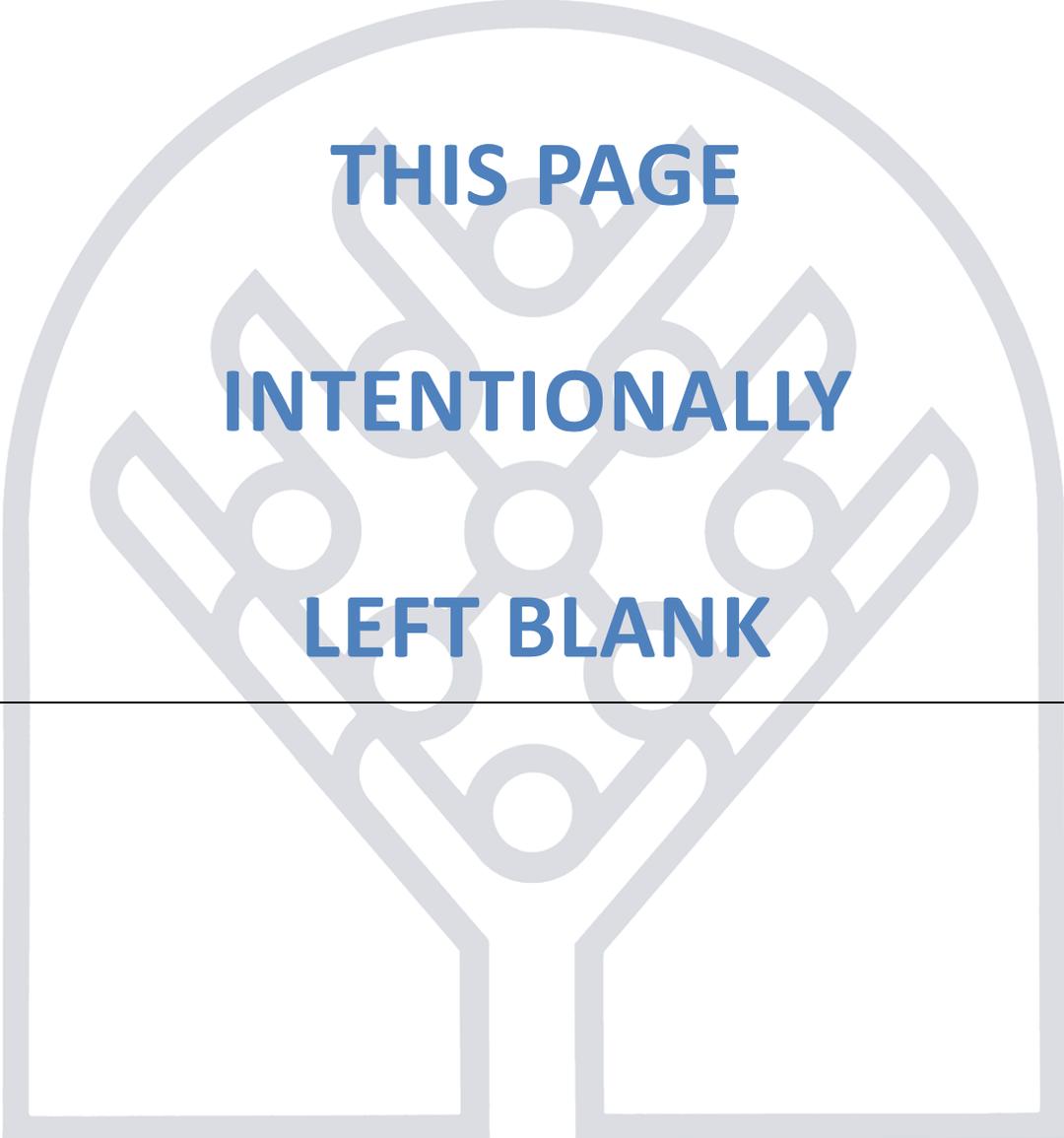
Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 164,211	\$ 94,763	\$ 146,752	\$ 225,942	\$ 225,942	\$ 229,125
401-421	Overtime Compensation	10,685	8,523	16,105	10,000	15,000	10,000
401-441	State Retirement	21,676	14,891	21,621	33,135	33,135	31,869
401-442	Social Security	13,174	7,452	12,569	20,514	20,514	18,094
401-444	Employee Insurance	35,682	25,884	33,381	54,781	54,781	48,378
Total Personal Services		245,429	151,512	230,428	344,372	349,372	337,466
402-411	Office Supplies	678	1,076	1,126	1,100	500	1,000
402-413	Memberships / Subscriptions	-	-	-	165	-	565
402-414	Books / Publications / Maps	-	-	-	200	100	-
402-427	Materials & Supplies	302	89	4,173	400	400	400
402-431	Uniforms	291	-	116	400	400	300
402-433	Safety & Protective Equipment	230	250	317	525	300	400
402-434	Small Tools	80	57	77	200	100	100
Total Commodities		1,582	1,472	5,808	2,990	1,800	2,765
403-412	Postage	191	70	77	475	200	200
403-432	M & R - Office Equipment	-	-	43	-	-	-
403-435	M & R - Street & Bridges	-	-	2,655	-	-	-
403-436	Maintenance Agreements	1,260	1,176	1,176	1,800	1,200	1,200
403-452	Vehicle Maintenance & Replacement	5,583	7,174	4,571	8,379	8,379	8,379
403-461	Consulting Services	6,175	-	37,617	34,776	45,000	28,500
403-464	Engineering Services	-	-	1,576	2,500	-	-
403-471	Schools / Conferences / Meetings	-	-	1,252	950	500	1,850
403-472	Transportation	163	-	-	-	-	300
Total Contractual Services		13,372	8,420	48,967	48,880	55,279	40,429
Total Engineering		\$ 260,383	\$ 161,405	\$ 285,203	\$ 396,242	\$ 406,451	\$ 380,660

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 6700 - Metropolitan Water Reclamation District Property

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
403-435	M & R - Streets & Bridges	\$ 7,882	\$ 14,000	\$ -	\$ -	\$ -	\$ -
403-461	Consulting Services	2,946	-	-	-	-	-
Total Contractual Services		10,828	14,000	-	-	-	-
Total MWRD Fields		\$ 10,828	\$ 14,000	\$ -	\$ -	\$ -	\$ -



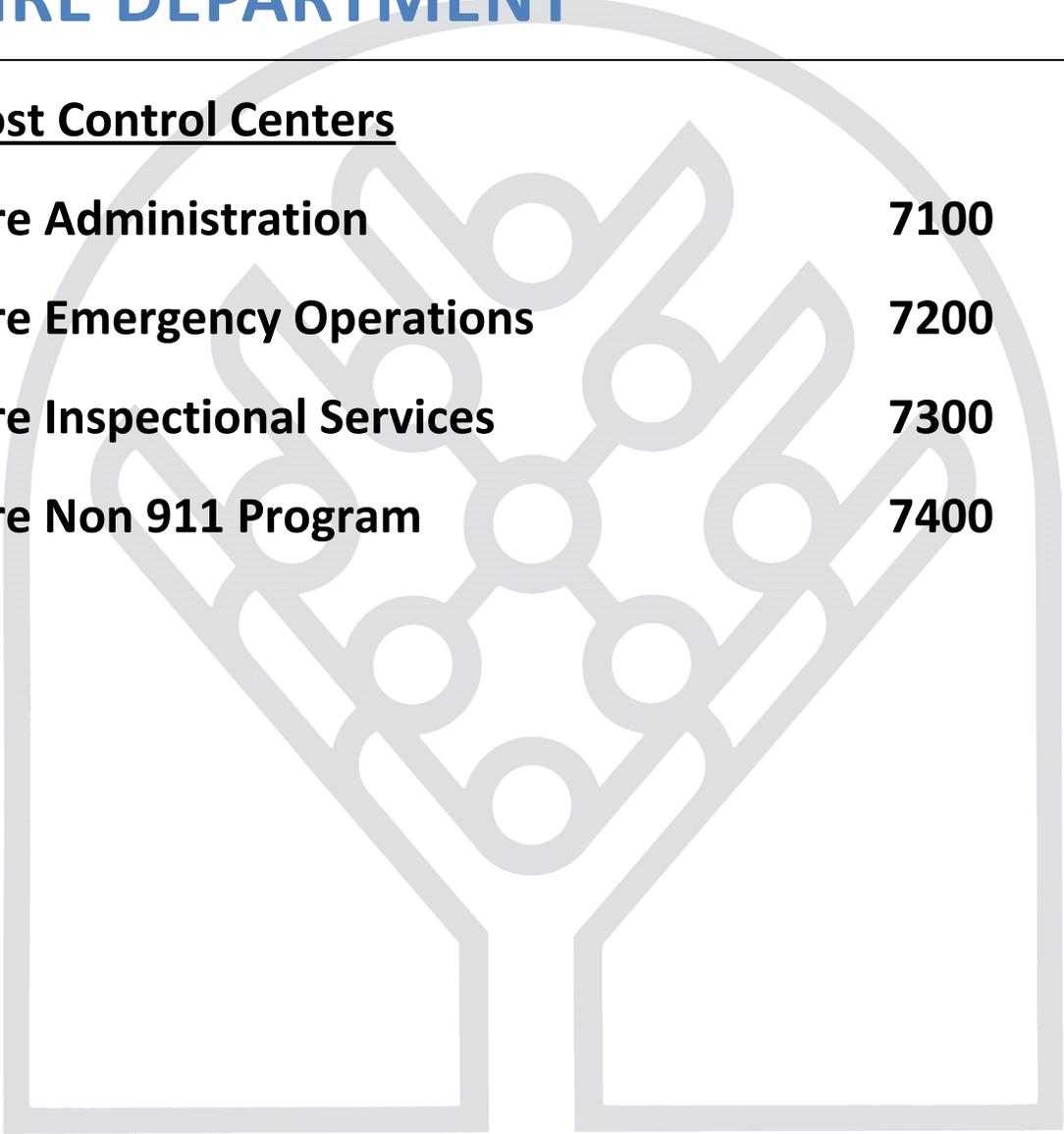
**THIS PAGE
INTENTIONALLY
LEFT BLANK**

Hanover Park

FIRE DEPARTMENT

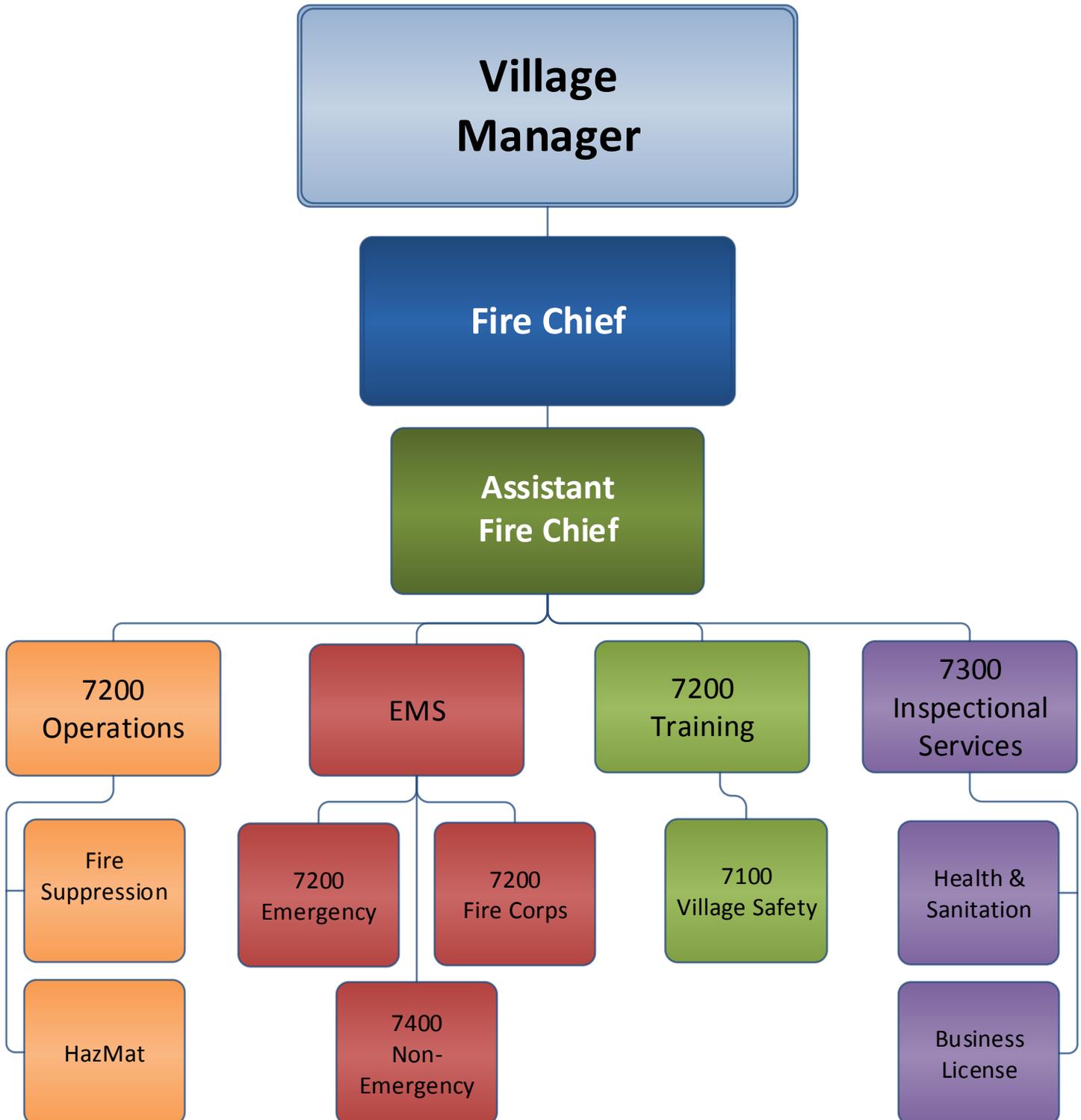
Cost Control Centers

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



Hanover Park

Organization of the Fire Department



7100 – Fire Administration



FIRE DEPARTMENT 7100 – ADMINISTRATION

GOALS

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

DESCRIPTION OF FUNCTIONS

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

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

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2011	2012	2013	2014	2015
Fire Department Insurance Claims:					
Total Worker Compensation Claims	7	2	10	3	4
Worker Compensation Losses	\$437,073	\$12,605	\$210,802	\$9,258	\$3,521
All Other Claims	0	1	3	1	3
Non-Worker Compensation Losses	\$0	\$288	\$5,490	\$955	\$0
Total Claims	7	3	13	4	7
Total Losses	\$437,073	\$12,893	\$216,292	\$10,213	\$3,521
Total Expenditures	\$5,308,477	\$5,770,618	\$5,914,972	\$6,275,579	\$6,752,626
Cost of Services Per Capita	\$138.68	\$150.76	\$155.77	\$162.96	\$175.35

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Conduct testing to certify a new full time eligibly list. (Third quarter)
Completed.

II. Offers convenience through technologies

2. Complete setup and implementation of Telestaff™ time keeping/scheduling software. (Second quarter)
Ongoing.

ADDITIONAL ACCOMPLISHMENTS

1. The department received recognition as an **ISO Class 2** department. This rating is a 2-point drop from the department's last evaluation conducted back in 2006.
2. Conducted two separate rounds of part-time firefighter testing, hiring and associated Rookie Schools. In total, eight (8) new part-time firefighters were hired and began their field training instruction period while simultaneously working to complete their 1-year of probation.
3. Reached a settlement and ratification of a new 3-year collective bargaining agreement with the IAFF Local 3452.
4. Developed and received approval to appoint Dr. Saeed Khaja as the department's first Physician/Medical Advisor and to assign him to the Department's Command Staff.
5. Chief Haigh continues his work as part of a FEMA/U.S. Fire Administration/National Fallen Firefighters initiative to address line-of-duty deaths and injuries associated with firefighter health.
6. Department staff participated in a national research project conducted by the University of Illinois, Skidmore College, UL and NIOSH studying the acute physiological disruptions, including thermal and cardiac strain, and exposure to products of combustion while operating inside training structures utilizing various fuel sources. This study included representatives from the fire service of the Netherlands and Brazil.
7. Chief Haigh presented numerous times nationally on the Physiological Impact of Heath Stress and the implementation principles associate with fire ground rehab.
8. Assistant Chief Fors continues to serve on the Illinois Department of Public Health (IDPH) Region 9 EMS Advisory Board and the Illinois Fire Chief's Association EMS Committee.
9. Upgraded ImageTrend EMS Reporting Software to the new ImageTrend Elite from the current Field Bridge Elite.
10. Upgraded reporting processes from ImageTrend Software in order to expand the department's quality assurance/quality improvement program.
11. Assistant Chief Fors attended the 2016 Pinnacle EMS Leadership conference sponsored by Fitch and Associates.
12. Battalion Chief Jasper attended the ImageTrend annual EMS reporting conference.
13. Chaplain Dominowski conducted several funeral services throughout 2016 for residents who had no church affiliation and requested his services. In all cases Chaplain Dominowski had responded and provided grief care at the scene as part of the department's deployment of resources for "full arrest" type incidents.

14. Administrative Assistant Robin Dubiel was voted in as Vice President of the Illinois Fire Service Administrative Professions Association Board.
15. Lieutenant Kelly Gawlik was selected to participate in the promotional testing design process as a subject matter expert for Jefferson County, Alabama. She was invited to return as an assessor later in 2016.
16. Battalion Chief Pikora was assigned to be the ongoing departmental representative for the Hanover Township Hording Task Force.
17. Chief Haigh and Lieutenant Kelly Gawlik again served as presenters at the Fire Engineering's – Fire Department Instructor Training Conference (FDIC – International).
18. The department participated in the Play Ball America Fire/Police Little League game.

2017 OBJECTIVES

Effective Governance

1. Conduct testing to certify a new part-time firefighter hiring list (First Quarter)
2. Conduct testing to certify a new lieutenant's eligibility list (Second and Third Quarters)

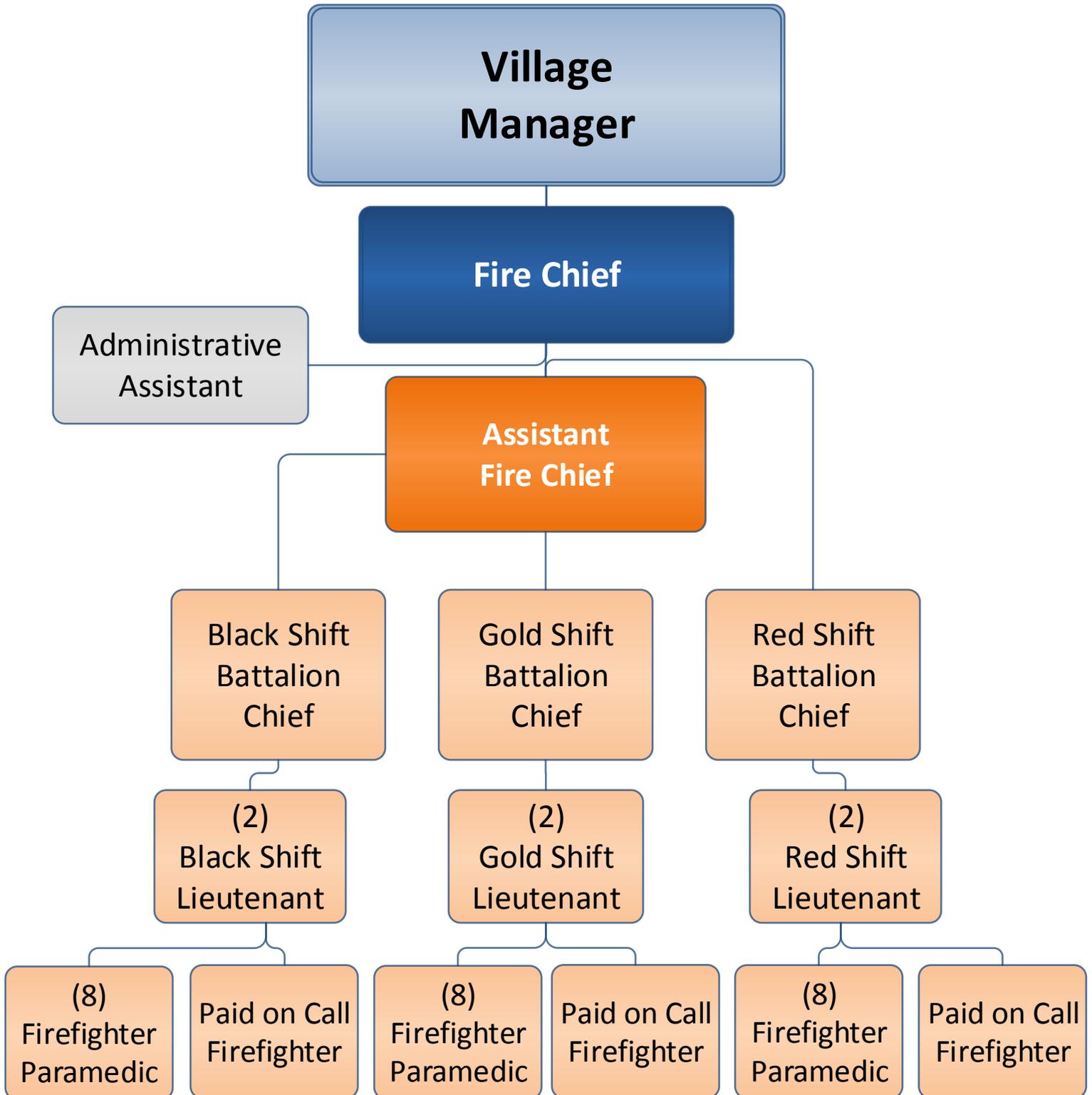
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 7100 - Fire Administration

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 341,066	\$ 238,019	\$ 358,715	\$ 365,601	\$ 420,601	\$ 368,696
401-421	Overtime Compensation	2,981	3,853	4,155	3,000	4,800	3,000
401-441	State Retirement	9,004	6,068	8,774	9,976	9,976	10,102
401-442	Social Security	13,936	8,872	14,536	15,352	15,352	15,089
401-443	Police / Fire Pension	86,462	63,341	112,043	120,297	120,297	127,350
401-444	Employee Insurance	59,847	42,770	56,479	65,161	65,161	49,791
Total Personal Services		513,297	362,925	554,701	579,387	636,187	574,028
402-411	Office Supplies	1,755	865	1,994	3,000	2,000	2,000
402-413	Memberships / Subscriptions	6,048	1,913	3,562	4,228	4,228	4,128
402-414	Books / Publications / Maps	238	-	532	200	100	500
402-427	Materials & Supplies	2,008	1,069	1,500	1,500	1,500	1,500
402-436	Photo Supplies	229	243	40	200	-	-
402-499	Miscellaneous Expense	46	-	-	-	-	-
Total Commodities		10,324	4,091	7,628	9,128	7,828	8,128
403-412	Postage	304	136	452	500	500	500
403-432	M & R - Office Equipment	2,150	1,155	1,539	2,000	2,000	2,000
403-461	Consulting Services	467	-	634	-	-	500
403-471	Schools / Conferences / Meetings	15,072	7,306	11,973	10,391	10,391	10,257
403-472	Transportation	1,603	1,678	1,851	2,250	2,250	2,250
Total Contractual Services		19,596	10,275	16,449	15,141	15,141	15,507
Total Fire Administration		\$ 543,217	\$ 377,290	\$ 578,778	\$ 603,656	\$ 659,156	\$ 597,663

7200 - Operations



7200 – FIRE DEPARTMENT EMERGENCY OPERATIONS DIVISION

GOALS

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

DESCRIPTION OF FUNCTIONS

The department responds from two stations utilizing a complement of 35 full-time and 20 part-time firefighters and officers. These personnel are supplemented by a full-time Administrative Assistant, a volunteer Fire Chaplain and 15 Fire Corps volunteers. Responses surpass 3,400 emergency calls annually with approximately 70% of these being EMS in nature. Services are provided using two staffed Paramedic Equipped Engine Companies, two Mobile Intensive Care Ambulances, one of which is a jump company to a Tower Ladder and a Battalion Commander, along with a myriad of other ancillary response equipment. The department also operates a peak time staffing system that incorporates a “Power Shift” (staffing either the tower ladder or an additional ambulance) to assist with call volume as well as Inspectional Services duties.

All personnel are trained at a minimum to the level of Firefighter II as recognized by the Illinois State Fire Marshal's Office and the International Fire Accreditation Council as well as Illinois EMT-Basic. All full-time personnel are required to possess an Illinois Paramedic license. The department actively participates and responds as part of MABAS Division XII and staffs Haz Mat Squad 370 with technicians to serve as the rapid response squad to all departments throughout the division. The squad/trailer combination provides “Level A” Haz Mat equipment as well as specialized monitors and decontamination systems.

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

Description of Measurement	2011	2012	2013	2014	2015
Number of Fire Stations	2	2	2	2	2
Number of Full Time Firefighters	35	35	35	35	35
Number of Paid On Call Firefighters	18	17	18	18	18
Total Full Time Employees	36	36	36	36	36
Number of Full Time Personnel Per 1,000 Population	0.94	0.94	0.94	0.94	.94
ISO Rating	4	4	4	4	4
Fire Calls	956	910	1,035	967	1,089
EMS Calls	2,309	2,388	2,488	2,456	2,434
Total Number of Calls	3,265	3,298	3,523	3,423	3,523
Total Number of Patients Contacted	2,551	2,515	2,628	2,624	2,564
Number of Advanced Life Support Calls (ALS)	1,255	1,273	1,246	1,195	1,252

Description of Measurement	2011	2012	2013	2014	2015
Number of Basic Life Support Calls (BLS)	1,042	1,087	1,171	1,226	1,312
Actual Property Loss Due To Fire	\$420,520	\$589,806	\$269,525	253,475	216,560
Number Auto/Mutual Aid Received	150	213	112	165	102
Number Auto/Mutual Aid Given	523	500	712	496	501
Number of Overlapping Incidents	1,107	1,115	1,165	1,084	1,077
Property Value of Fire Damaged Property	\$8,634,475	\$6,896,709	\$10,883,835	14,693,223	4,019,244
Number of Structural Fire Calls	19	25	19	30	16
Number of Non-Structural Fire Calls	36	43	47	23	36
Number of Malicious False Alarm Calls	0	8	3	2	4
Number of Non-Malicious False Alarm Calls	307	182	222	228	271
Total False Alarm Calls	307	190	225	230	275
Average Emergency Response Time (fire calls only)	0:03:46	0:02:49	0:03:48	0:03:08	0:03:51
Fire Corps					
Incident Rehab Activity	28	34	51	29	17
Non-Incident Rehab Activities	2	6	17	5	5

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

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

- *Battalion Chief 101 – taught by Assistant Chief Zaccard and Battalion Chief Pikora*
- *Command Simulation Practical/Blue Card Incident Command – Deputy Chief Joe Heim, Rock Island Arsenal Fire Department*
- *Pathways to Tomorrow: Essential People Skills for Fire and EMS – Howard Cross, Executive Fire Officer Program Lead Instructor, National Fire Academy.*
- *Managing Discipline Challenges in the Fire Service – Attorney and Deputy Assistant Chief Curt Varone (Retired) Providence (Rhode Island) Fire Department*
- *Fair Labor Standards Act -- Attorney and Deputy Assistant Chief Curt Varone (Retired) Providence (Rhode Island) Fire Department*
- *Impact of Codes on Fire Ground Tactical Considerations – Battalion Chief Sean DeCrane, Cleveland Division of Fire.*

2. Replace/Upgrade Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 13 sets). (Third quarter)
Completed.

3. Purchase and place in service two (2) new thermal imaging cameras to replace those with outdated technology. (Second Quarter)
Completed.

4. Purchase and place in service one set of Hurst eDraulic™ Battery Operated Rescue Tools for use on the new Rescue/Engine. (First Quarter)
Completed.

5. Purchase one (1) additional Lucas Automatic CPR Device to begin expanding this technology to the Paramedic Engine Companies. This will bring the total to three (3) units with an ultimate goal of six (6) units. (First Quarter)
Completed.

III. Is fiscally responsible and transparent

6. Receive the new Rescue/Pumper (Engine 382) and place into operation at Fire Station No. 2. (Third Quarter)
Completed.
7. Finalize specifications and purchase new Tower Ladder (Tower 371). The current tower ladder will be moved to reserve status. Two (2) reserve engines will be surplus and sold. (Second quarter)
Completed. New Tower Ladder specifications completed, apparatus purchased and is currently under construction at Pierce Manufacturing. One reserve engine was surplus and sold to a Fire Department in Ecuador the second will be disposed of upon receipt of the new Tower Ladder.

ADDITIONAL ACCOMPLISHMENTS

Operations

1. Purchased and placed in service a new command vehicle (Command 301) with assignment to the Assistant Fire Chief.
2. Purchased and installed Mobile Radio Headset System for the command console of Command 306.
3. A new MultiRae Lite 5 Gas Air monitor was purchased and placed in service for use by the Haz Mat Team.
4. Surplused Engine 364 and Rehab 374 were sold to Firefighter Hearts United for use by departments in Ecuador. The department received \$15,000 for the engine and \$5,000 for the rehab unit.
5. The Foreign Fire Tax Board purchased and had installed touchscreen monitors at both fire stations to provide a live time link to Du-Comm's computer aided dispatch and mapping system.

Emergency Medical Services

1. Took delivery of a new Ford/Horton ambulance ordered in Fiscal Year 2015 and placed the unit into service at Fire Station No. 2 as Medic 382.
2. Took delivery of a new Freightliner/Utilimaster custom rehab vehicle for use by the Fire Corps Rehab Response Team.
3. Purchased three (3) Automatic Cardiac Defibrillators for use by the Police Department and a fourth to be used at the MWRD baseball fields.
 - Through the utilization of the new GlideScope Video Intubation Equipment and the LucasAuto Pulse devices, the department recognized a 29% increase (change of 15% to 39%) in field return of spontaneous circulation (ROSC) and 28% increase in successful field intubations (change of 72% to 100%).
4. Two (2) Glide Scope video laryngoscopes were purchased by the Foreign Fire Tax Board and have been assigned to both front ambulances at Fire Station No. 1 and No. 2.
5. Implemented new Rehab procedures for fire ground gross decontamination of structural protective equipment. This includes decontamination of firefighter's gear, decontamination of exposed skin, and immediate laundering of firefighter gear after returning to their assigned fire stations. These procedural changes were based on findings from the University of Illinois 2015 research

project Cardiovascular & Chemical Exposure Risks in Modern Firefighting. The department was heavily involved in this research project.

6. The department received through grant funding medical kits designed to manage the immediate necessities of victims from shooting events or penetrating trauma. These kits are carried on all advanced life support equipped apparatus as well as three of the command vehicles.

Training

1. Grant funded training conducted in Fiscal Year 2016:

- Haz Mat Team Coordinators attended training at the Energetic Materials Research and Testing Center at New Mexico Tech.
- Prevention of Radiologic/Nuclear Detection Prevention and Response to Suicide Bombing Incidents.
- Weapons of Mass Destruction Radiological Technician Training.
- NIMS 300 & 400.

2. Personnel Development:

- 5 - Personnel received certification in Vehicle and Machinery Operations
- 4 - Personnel received certification in Vehicle and Machinery Technician
- 5 - Personnel received Rope Rescue Operations Certification
- 6 - Personnel received certification as Fire Apparatus Engineers
- 8 - Personnel attended training at the National Fire Academy
- 1 - Member received certification as a Hazardous Materials Incident Commander
- 1 - Member received certification as a Fire Department Incident Safety Officer
- 1 - Member received certification as a Fire Investigator
- 4 - Personnel received certification as an Office of State Fire Marshal School Inspector
- 1 - Member received licensure as an Illinois Paramedic

All department personnel were trained and certified in use of the new Petzl™ Firefighter Self Rescue/Bailout Rope Devices.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Replace/Upgrade Structural Firefighting Protective Gear for 25% of the Department's firefighting staff (approximately 13 sets). (Third quarter)
2. Increase the rescue capabilities of the new Rescue Engine in order for it to be compliant as a Heavy Rescue under the standards established by the DuComm Operations Committee. Purchases of new equipment and tools will occur using a 3-year plan in order to minimize the impact on one single budget year. (First Quarter)
3. Purchase and place in service new Scott SCBA to replace the entire inventory of MSA units due to serviceability and maintenance problems including expiration of a large percentage of the high pressure bottle systems. This purchase will include a Portacount Respiratory Fit Tester to replace the current outdated unit used annually to meet OSHA/IDOL/NFPA testing standards. (Second Quarter)
4. Take delivery and place in service the new Pierce Arrow XT Tower Ladder. (Third Quarter)

Effective Governance

5. Provide a minimum of six annual officer development training classes, open to all department members, specifically designed to focus on management and leadership issues needed for future career success. (First through fourth quarters)
6. Develop and implement an on-call rotation program for Fire Corps Members. (Fourth Quarter)
7. Increase by 10% the number of present working smoke detectors at structure fires.

Community Image and Identity

8. Implement a public education campaign to lesson fires involving operating equipment (household appliance, bathroom fans, battery operated toys and devices).

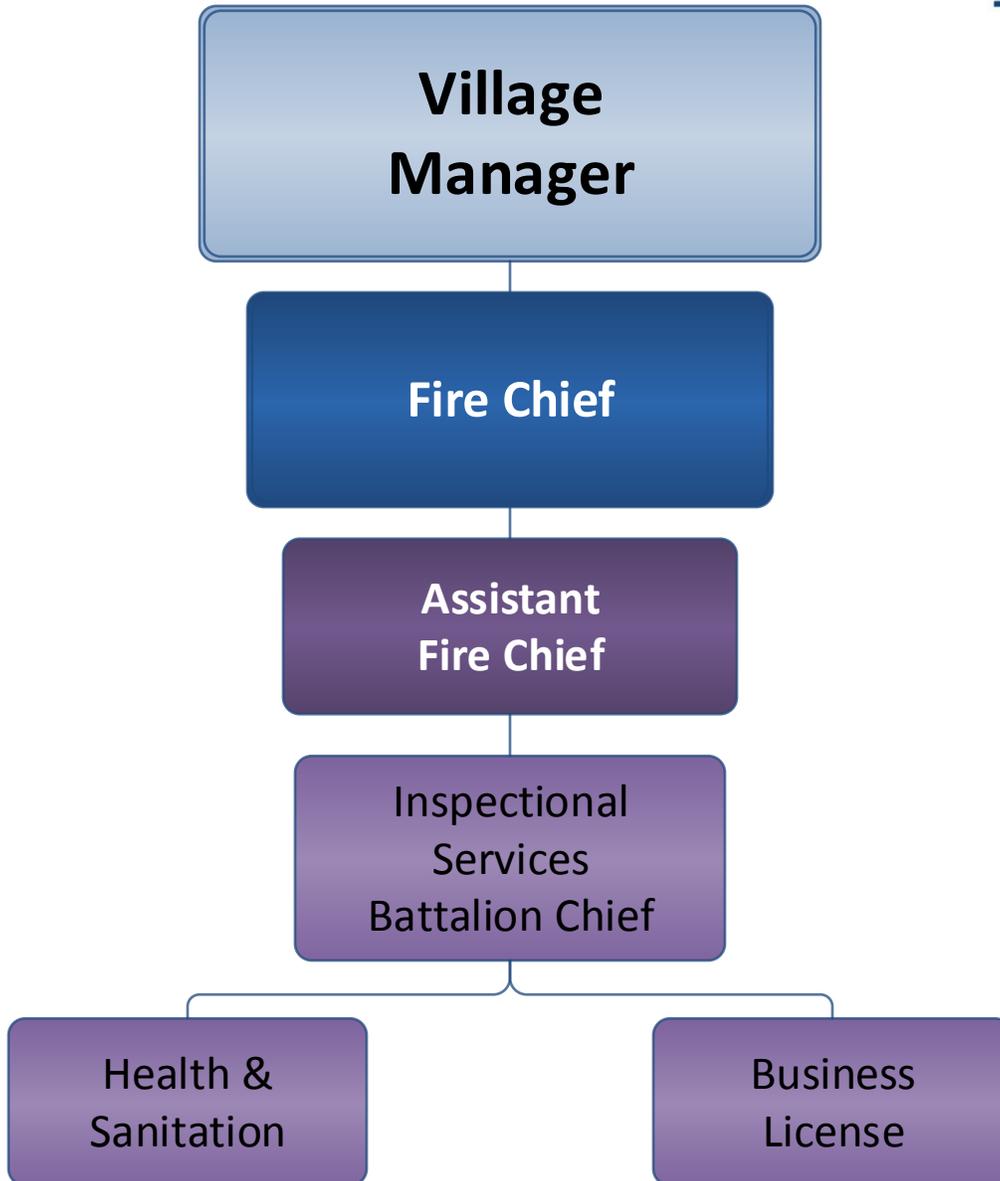
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 7200 - Fire Suppression

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 2,538,573	\$ 1,855,293	\$ 2,719,488	\$ 2,718,130	\$ 2,718,130	\$ 2,858,998
401-412	Salaries - Part - Time	366,329	158,773	339,508	342,812	300,000	350,000
401-421	Overtime Compensation	291,122	177,798	295,820	255,099	325,000	279,581
401-442	Social Security	69,133	44,677	70,864	66,443	66,443	71,353
401-443	Police / Fire Pension	821,751	645,750	1,043,022	1,089,924	1,089,924	1,213,051
401-444	Employee Insurance	485,636	332,404	475,822	595,197	595,197	552,538
Total Personal Services		4,572,543	3,214,696	4,944,524	5,067,605	5,094,694	5,325,521
402-413	Memberships / Subscriptions	202	650	250	865	800	740
402-414	Books / Publications / Maps	165	831	4,301	5,240	2,240	1,350
402-421	Gasoline & Lube	4,101	-	-	-	-	-
402-423	Communications Parts	306	1,967	156	900	250	4,500
402-426	Bulk Chemicals	4,457	2,951	3,359	5,400	4,400	4,400
402-427	Materials & Supplies	11,104	5,902	10,623	8,000	8,000	9,270
402-428	Cleaning Supplies	4,921	3,899	6,685	6,795	6,795	6,805
402-429	Parts & Accessories - Non - Auto	977	1,406	2,625	3,750	3,750	15,000
402-431	Uniforms	10,866	5,555	11,146	14,500	14,500	14,500
402-433	Safety & Protective Equipment	3,570	3,585	3,085	2,660	2,660	992
402-434	Small Tools	-	12,435	6,427	4,990	4,990	4,625
402-436	Photo Supplies	145	36	-	200	300	-
402-499	Miscellaneous Expense	79	54	109	100	100	-
Total Commodities		40,892	39,271	48,766	53,400	48,785	62,182
403-412	Postage	2	8	3	-	15	-
403-421	Liability Insurance Program	26,526	-	-	-	-	-
403-433	M & R - Communication Equipment	-	-	-	2,700	2,700	-
403-434	M & R - Buildings	326	-	930	-	-	3,000
403-436	Maintenance Agreements	27,184	23,951	39,848	34,360	34,360	31,855
403-437	M & R - Other Equipment	43,182	-	-	-	-	-
403-451	Equipment Rentals	69,945	51,247	64,511	75,858	61,858	75,893
403-452	Vehicle Maintenance & Replacement	223,559	292,284	300,500	333,428	333,428	393,412
403-453	Furniture Replacement	-	-	-	-	-	4,000
403-463	Auditing Services	2,439	-	-	-	-	-
403-471	Schools / Conferences / Meetings	23,213	33,180	37,714	40,000	55,000	42,420
403-472	Transportation	292	761	1,008	575	500	575
403-478	Fire Corp	479	506	2,955	3,800	3,000	2,000
403-491	Special Events	1,139	7,008	8,802	7,900	7,500	6,500
403-499	Miscellaneous Expense	127	102	109	110	-	-
Total Contractual Services		418,412	409,048	456,380	498,731	498,361	559,655
Total Fire Suppression		\$ 5,031,847	\$ 3,663,014	\$ 5,449,671	\$ 5,619,736	\$ 5,641,840	\$ 5,947,358

7300 – Inspectional Services



7300 – FIRE DEPARTMENT INSPECTIONAL SERVICES DIVISION

GOALS

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

DESCRIPTION OF FUNCTIONS

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

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

The Chief of Inspectional Services also attends Development Review Commission meetings for any technical assistance as needed.

Description of Measurement	2011	2012	2013	2014	2015
Business License Inspections	863	845	838	749	722
School Inspections	15	16	15	12	6
Fire Protection System Inspections	203	195	244	283	320
Health Inspections	42	44	83	66	63
Food Service Inspections	489	505	509	468	429
Property Maintenance Inspections	437	523	614	787	1,004
Life Safety Inspections	13	30	13	20	16
Other	205	467	263	100	119

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Expand the training and utilization of the power shift team to compliment the full time inspectional services staff. (First through fourth quarters)
Ongoing. Inspector Bertolami provided training to all department personnel.

II. Offers convenience through technologies

2. Cross-train inspectors to be able to better utilize the New World System. (First through fourth quarters)
Ongoing. Firefighter/Paramedic Nick Rossberg worked with Instructor Medrano to develop a procedural manual for documenting inspections.
3. Analyze all information processed in the New Word System. Correct numerous procedures in the way the software calculates fees. (Second quarter)
Ongoing

III. Is fiscally responsible and transparent

4. Better utilize staff to allow more time for training and certifications to meet ISO requirements. (First through fourth quarters)
This continues to be a major challenge due to the overall workload within the Division.

ADDITIONAL ACCOMPLISHMENTS

1. Brittany Wilkin was hired to fill the long time vacant position of plan reviewer/project coordinator.
2. Courtney Zimmerman was hired to fill the vacant part-time permit coordinator position.
3. All division handouts have been updated.
4. Red Cross community smoke detector program initiated.
5. Significant staff time was committed throughout the year to the Hanover Square project and the 900 Irving Park Road litigation and proposed development project.
6. The Village Board approved a contract with SAFEbuilt Illinois to provide contractual plumbing inspections.

2017 OBJECTIVES

Economic Development and Redevelopment

1. Receive approval to reclassify the current part-time permit coordinator position to a full time status. (First Quarter)
2. Reduce customer wait time by providing an additional register at the counter. (Second Quarter)
3. Purchase equipment needed and begin the process of digitization of Micro Film and OCR documents. (First through fourth quarters)
4. Begin the scanning process of large documents so they are searchable and available electronically. Village large documents have not been archived and searchable since the last microfilms were produced. (First through fourth quarters)

Effective Governance

5. Implement the paperless inspections feature of New World for field inspections (First and Second Quarter)

Community Image and Identity

6. Implement a program to utilize DACRA and adjudication to manage all fines associated with tickets. (First Quarter)
7. Improve online access for customers to division forms, applications, and handouts, with the ability to schedule inspections and to review the results of inspections as well as compliance instructions. In addition, establish an “epayillinois.com” account to allow customers to pay for permits on line. Completed permits would then be mailed thereby eliminating the need for customers to come in and pick up permits. (Second Quarter)

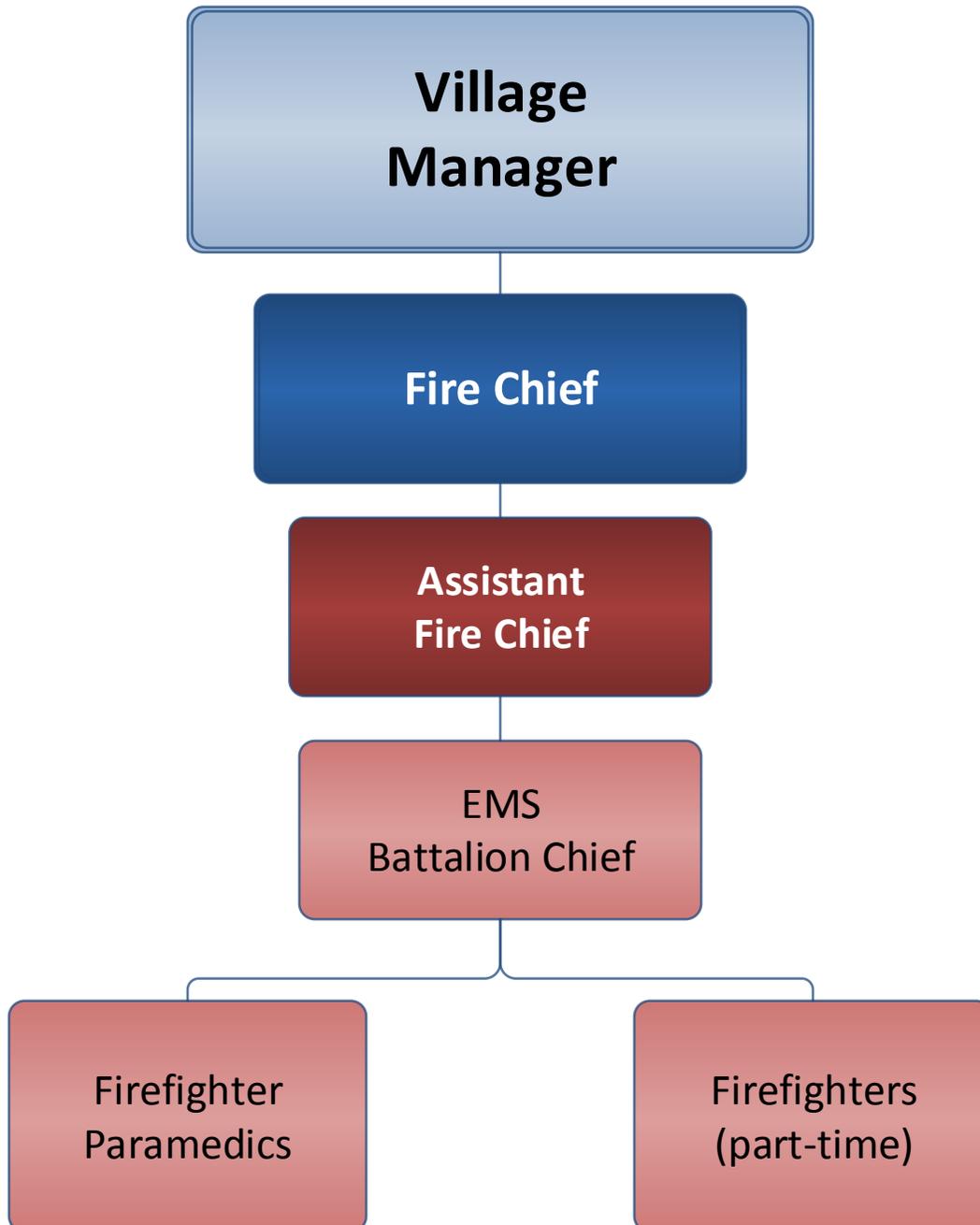
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 7300 - Inspectional Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 359,962	\$ 238,723	\$ 305,018	\$ 368,801	\$ 300,000	\$ 375,309
401-412	Salaries - Part - Time	24,617	15,458	55,958	70,522	60,000	94,881
401-421	Overtime Compensation	32,835	17,386	10,982	17,384	11,000	9,605
401-441	State Retirement	52,750	29,248	40,669	52,175	52,175	50,835
401-442	Social Security	28,931	16,515	28,134	32,584	32,584	33,274
401-444	Employee Insurance	77,384	57,941	64,504	99,898	99,898	80,682
Total Personal Services		576,479	375,271	505,264	641,364	555,657	644,586
402-411	Office Supplies	509	498	850	800	800	800
402-413	Memberships / Subscriptions	1,661	455	795	845	845	750
402-414	Books / Publications / Maps	1,506	2,784	469	2,075	2,075	975
402-427	Materials & Supplies	163	16	205	260	260	550
402-431	Uniforms	4,546	1,562	730	4,500	4,500	4,500
402-433	Safety & Protective Equipment	-	-	-	150	150	-
402-434	Small Tools	53	-	-	250	250	850
402-436	Photo Supplies	59	-	-	200	150	-
402-499	Miscellaneous Expense	100	-	-	-	-	-
Total Commodities		8,598	5,315	3,049	9,080	9,030	8,425
403-412	Postage	286	291	1,009	400	800	800
403-461	Consulting Services	35,222	23,493	23,225	21,500	32,000	37,050
403-470	Binding & Printing	636	-	310	1,000	500	500
403-471	Schools / Conferences / Meetings	2,516	8,631	1,764	6,150	1,200	4,600
403-472	Transportation	472	94	-	500	250	250
403-491	Special Events	5,730	-	-	-	-	-
403-499	Miscellaneous Expense	100	-	-	-	-	-
Total Contractual Services		44,962	32,509	26,307	29,550	34,750	43,200
Total Inspectional Services		\$ 630,039	\$ 413,096	\$ 534,620	\$ 679,994	\$ 599,437	\$ 696,211

7400 – Non-Emergency 911



7400 – FIRE DEPARTMENT EMS DIVISION: NON-911 PROGRAM

GOALS

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

DESCRIPTION OF FUNCTIONS

The cost of providing existing services continues to increase. The Non-911 Ambulance Transport Program is designed to enhance revenue and bring an increased level of financial sustainability to the provision of fire department services. It also is a significant enhancement to the services already offered by the Department. Under this program the Department's ambulances provide both emergency and non-emergency ambulance transport services.

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

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Begin contract negotiations with local Accountable Care Organizations (ACOs) for the provision of MIHC services by Hanover Park Fire Department. (First through fourth quarters)
Program on hold at IDPH due to budget issues within the State of Illinois.
2. Continue work with Olivet Nazarene University in the development and rollout of their new Paramedic to BSN educational bridge program. (First and second quarters)
Completed

ADDITIONAL ACCOMPLISHMENTS

1. Assistant Chief Fors has been newly assigned as a member of the IDPH Mobile Integrated Healthcare (MIH) Data committee.
2. Assistant Chief Fors presented at the Illinois EMS Summit covering the EMS Compass Initiative.
3. Assistant Chief Fors presented at the IL EMS Alliance, topic included the EMS Compass initiative on patient quality care.

2017 OBJECTIVES

Effective Governance

1. Review and report on current status of Mobile Integrated Health Care (MIHC), continue to investigate new services and revenue streams. (First through fourth quarters)
 - Initiated discussions with Hanover Township as a potential partnership in the department providing MIHC to township residents.
 - Initiated investigation of data collection requirements under MIHC and available software options through ImageTrend.
 - Recognizing that an RN license will be required for certain aspects of the MIHC program, continue work with Olivet Nazarene University to buildout their Paramedic to BSN educational program.
2. Investigate the feasibility of providing a Critical Care Ambulance Transport Program (State's Administrative rules update has not yet been completed outlining full expanded scope for Critical Care Programs). (First through fourth quarters)

Community Image and Identity

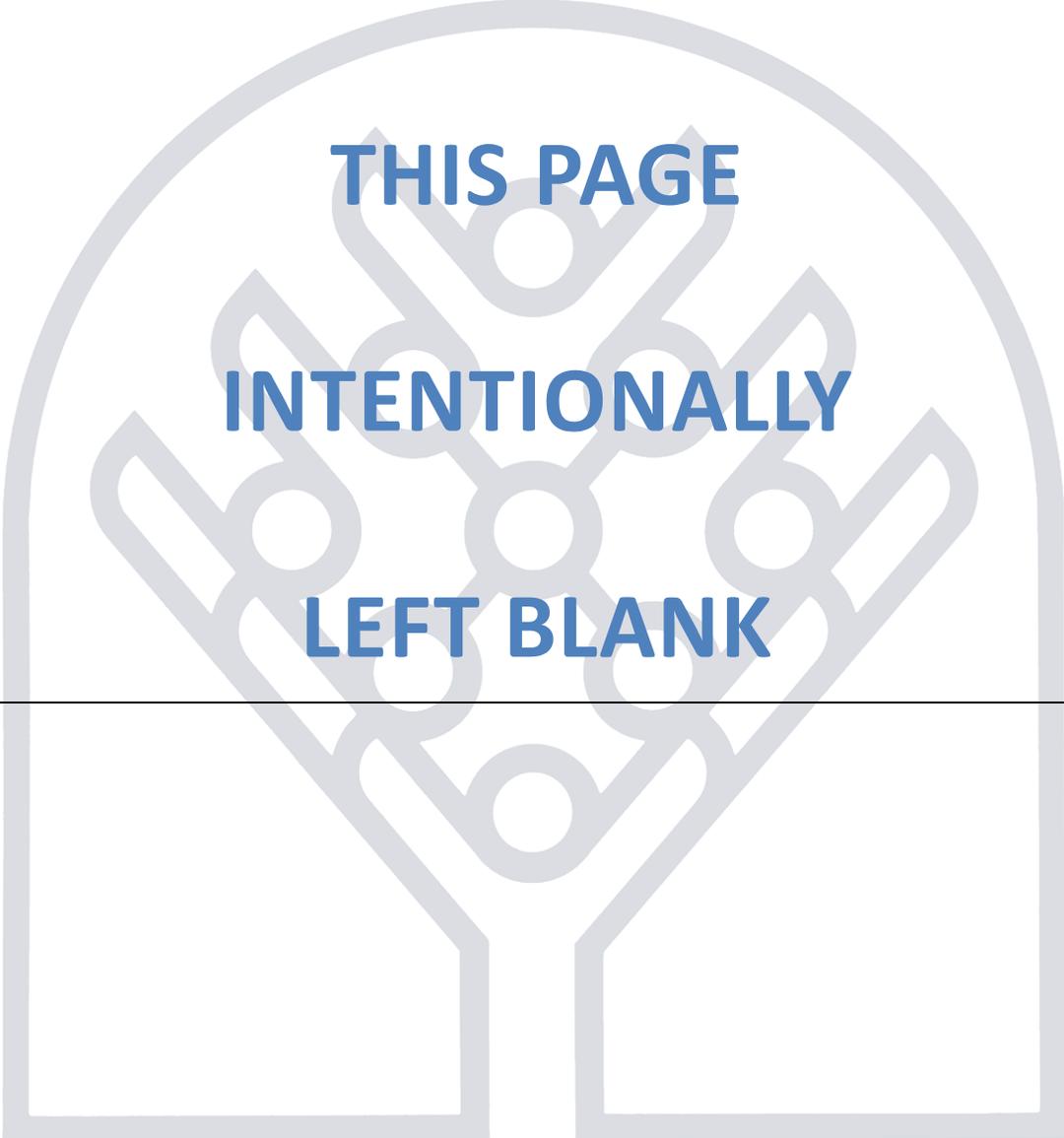
3. Investigate FD Cares Initiatives. This program is a lessened version of Mobile Integrated Health (MIH) which incorporates community outreach programs. Fire department members work on connecting residents with assistance such as Human Services, food banks, and fall prevention devices. The program integrates with social services and primary care physicians and also addresses frequent users of the 911 system. Finally a database is shared between subscription users to track the efficacy as well as potential for more in depth MIH programs. The data set is reported on by systems around the country. (First through fourth quarters)
4. Begin Contract negotiations with potential MIH partners for the provisions of MIHC services by Hanover Park Fire Department. (First through fourth quarters)
5. Continued completion of our MIH pilot program application with Sherman Hospital. In combination working to implement the FD CARES initiative and data collection (On hold due to Sherman Hospital leadership change). (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 7400 - Non-Emergency 911

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 18,801	\$ 16,697	\$ 25,388	\$ 26,277	\$ 26,277	\$ 26,684
401-412	Salaries - Part - Time	2,043	3,311	-	-	-	-
401-421	Overtime Compensation	35	928	267	-	-	-
401-442	Social Security	467	523	384	391	231	387
401-443	Police / Fire Pension	7,388	5,401	9,557	10,537	10,537	11,322
401-444	Employee Insurance	1,041	1,028	2,572	2,706	2,706	6,218
Total Personal Services		29,775	27,889	38,167	39,911	39,751	44,611
402-411	Office Supplies	-	-	977	1,000	1,000	-
402-426	Bulk Chemicals	-	301	-	500	500	500
Total Commodities		-	301	977	1,500	1,500	500
403-421	Liability Insurance Program	-	-	110,414	-	-	-
403-451	Equipment Rentals	700	-	-	-	-	-
403-452	Vehicle Maintenance & Replacement	40,000	-	40,000	-	-	-
Total Contractual Services		40,700	-	150,414	-	-	-
Total Non-Emergency 911		\$ 70,475	\$ 28,190	\$ 189,559	\$ 41,411	\$ 41,251	\$ 45,111



**THIS PAGE
INTENTIONALLY
LEFT BLANK**

Hanover Park

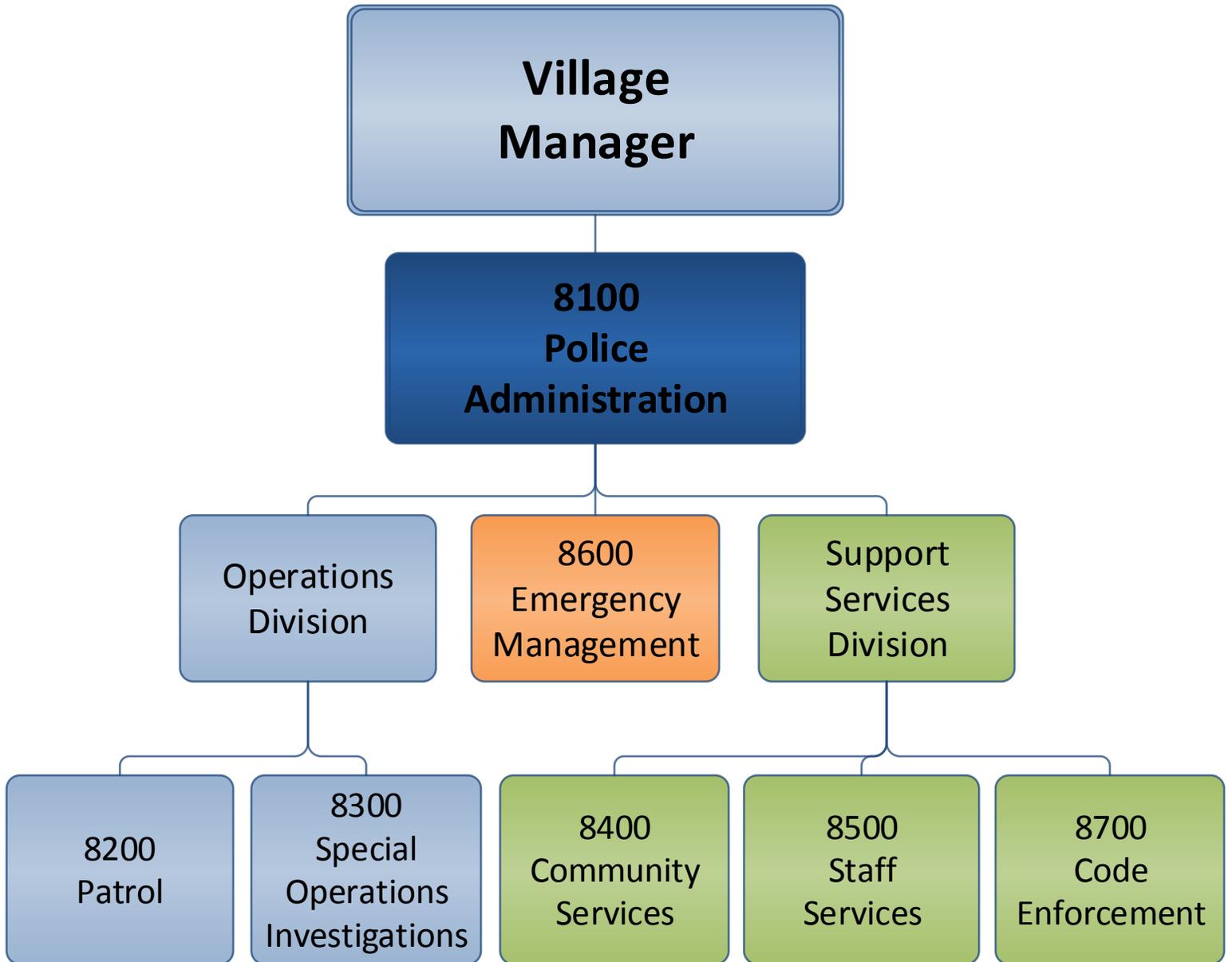
POLICE DEPARTMENT

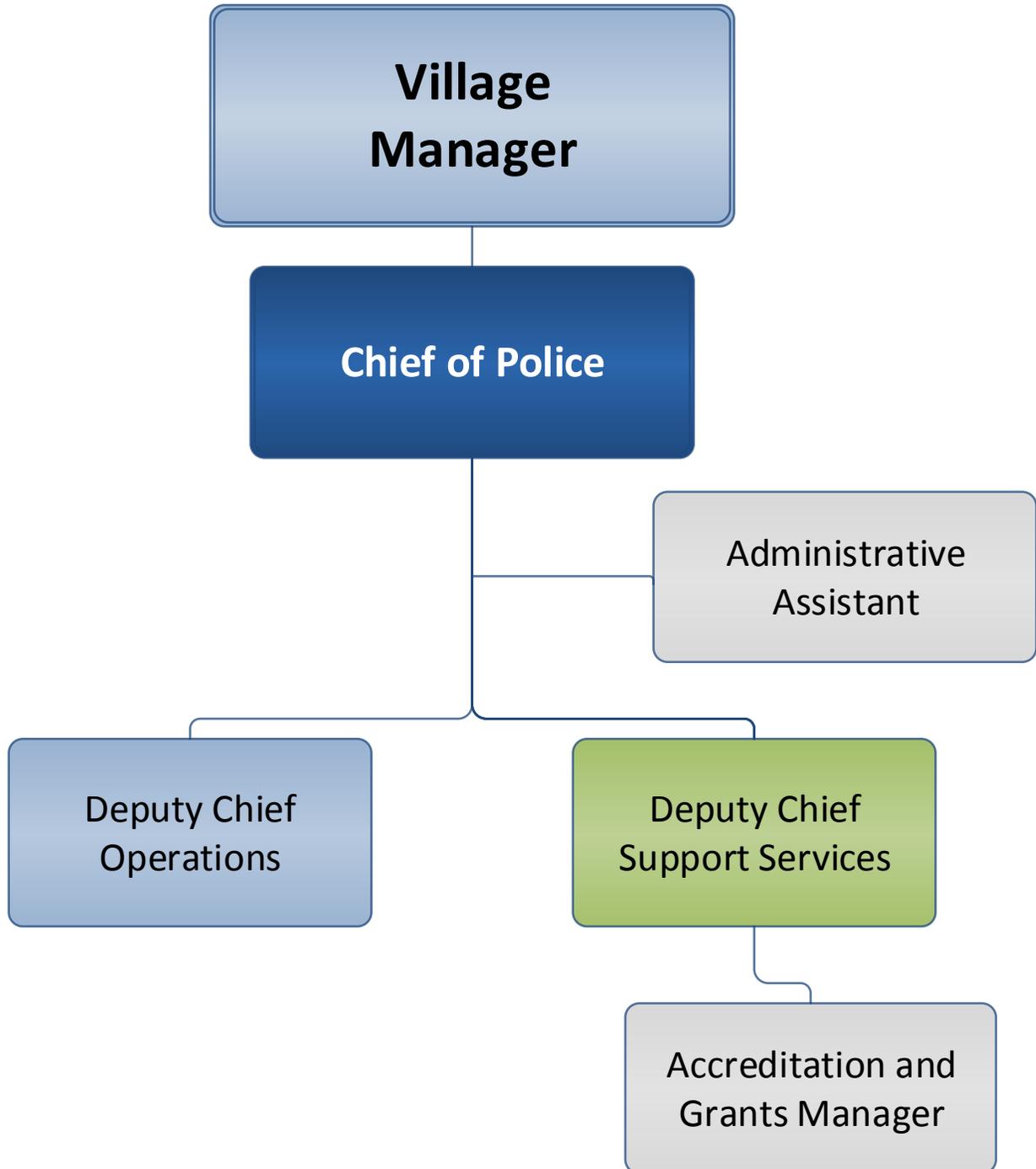
Cost Control Centers

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

Hanover Park

Organization of the Police Department





POLICE DEPARTMENT

8100 - 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	2011	2012	2013	2014	2015
Number of Sworn Officers	61	61	61	61	61
Number of Sworn Members Per 1,000 Population	1.61	1.61	1.61	1.61	1.61
Part I Crime	498	481	386	384	305
Part II Crime	5,019	5,611	4,807	4,202	3583
Activity (calls for service)*	44,698	47,775	40,792	42,463	43,255
911 CFS	13,290	13,466	12,566	12,706	12,596
Officer Initiated CFS	31,408	34,309	28,266	29,757	30,659
Impounded Vehicles	1,543	1,793	1,530	1,349	1,043
Graffiti Incidents	93	62	64	30	50
"Y" (State) Tickets Issued	7,039	9,135	8,014	7545	6,807
"C" (Compliance) Tickets Issued	15	16	4	5	0
"P" (Parking) Tickets Issued	11,918	13,786	11,980	11,372	9,270
Traffic Fine Revenue - Cook County	\$112,610	\$118,588	\$131,695	\$95,740	\$98,687
Traffic Fine Revenue - DuPage County	\$31,823	\$36,551	\$45,085	\$44,864	\$46,488
Ordinance Violation Revenue	\$233,459	\$287,621	\$250,236	\$248,187	\$334,771
False Alarm Fines	\$5,750	\$5,400	\$3,725	\$5,500	\$5,000
Police Department Insurance Claims:					
Total Worker Compensation Claims	12	9	10	5	5

Description of Measurement	2011	2012	2013	2014	2015
Worker Compensation Losses	\$122,799	\$16,840	\$238,964	\$144,414	\$384,692
All Other Claims	5	4	4	1	2
Non Worker Compensation Losses	\$3,457	\$25,803	\$16,502	\$6,201	\$6,500
Total Claims	16	12	14	6	7
Total Losses	\$126,256	\$42,643	\$255,466	\$150,615	\$391,192
Total Expenditures	\$10,732,844	\$11,462,034	\$11,465,793	\$8,628,543	\$12,895,971
Cost of Services Per Capita	\$282.64	\$301.85	\$301.95	\$227.23	\$339.60
*=revised CFS data					

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Secure a Bureau of Justice Grant for Bullet Proof Vest Partnership (Third Quarter)
Completed. Grant was awarded for 2016.
2. Obtain Safe Communities America Certification (Fourth Quarter)
Ongoing.
3. Provide ongoing IT Power User training (Fourth Quarter)
Completed. An intermediate course was presented in April.
4. Provide leadership training to identified officers with interest and aptitude for future supervisory roles (Second Quarter)
Completed. Officers serving as Assistant Team Leaders attended 2-day supervision course.
5. Obtain CALEA re-accreditation for the Department (Fourth Quarter).
Completed. Award presented at November 2016 CALEA Conference.

RISK MANAGEMENT PROGRAM

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Continue to provide periodic driver training programs. (Third Quarter)
Completed. Officers are scheduled for driver training on a regularized basis.
2. Test and review the Emergency Notification System. (Third Quarter)
Completed. The ENS system was tested in conjunction with the Severe Weather Drill, and again during a lockdown drill.
3. Conduct quarterly Safety Committee Meetings. (Fourth Quarter)
Completed. Meetings were conducted in January, April, July, and October.

ADDITIONAL ACCOMPLISHMENTS

1. Chief Webb, DC Johnson, and DC Menough participated in the DuPage County Chiefs of Police Association as President, Communications Committee Chair, and member of the Homeland Security Committee, respectively.

2. Automated External Defibrillators were obtained and installed into three squad cars.
3. The Department was transitioned to the Kronos timesheet system.
4. 2-factor authentication into computer systems was put into place per the Criminal Justice Information System (CJIS) mandate.
5. A new uniform vendor was selected and the Department transitioned to Galls, Inc. online ordering.
6. The Police Department participated in the DuPage County Health Department RxBox medication disposal program.
7. The CALEA Accreditation and Grants Manager obtained tobacco enforcement and STEP Traffic grants.

2017 OBJECTIVES

Financial Health

1. Secure a Bureau of Justice Grant for Bullet Proof Vest Partnership (Third Quarter)

Effective Governance

2. Maintain Safe Communities America Coalition (Fourth Quarter)
3. Provide ongoing IT Power User training (Fourth Quarter)
4. Design new training module to incorporate Crisis Intervention Team training and Procedural Justice training for Department members consistent with the recommendations in the President's Task Force on 21st Century Policing Report. (Second Quarter)
5. Provide practical leadership training for officers assigned as Assistant Team Leaders (Fourth Quarter)

Community Image and Identity

6. Continue to advertise PACC Program platforms to encourage increased participation. (Fourth Quarter)
7. Conduct a Virtual Ride Along. (Second Quarter)

RISK MANAGEMENT PROGRAM

2017 OBJECTIVES

Effective Governance

1. Continue to provide periodic driver training programs. (Third Quarter)
2. Test and Review the Emergency Notification System (Third Quarter)
3. Conduct quarterly Safety Committee Meetings (Fourth Quarter)
4. Provide refresher training on 1st aid and CPR equipment in use (Fourth Quarter)

5. Research and evaluate the possible implementation of the IRMA Fit for Life Program (Third Quarter)

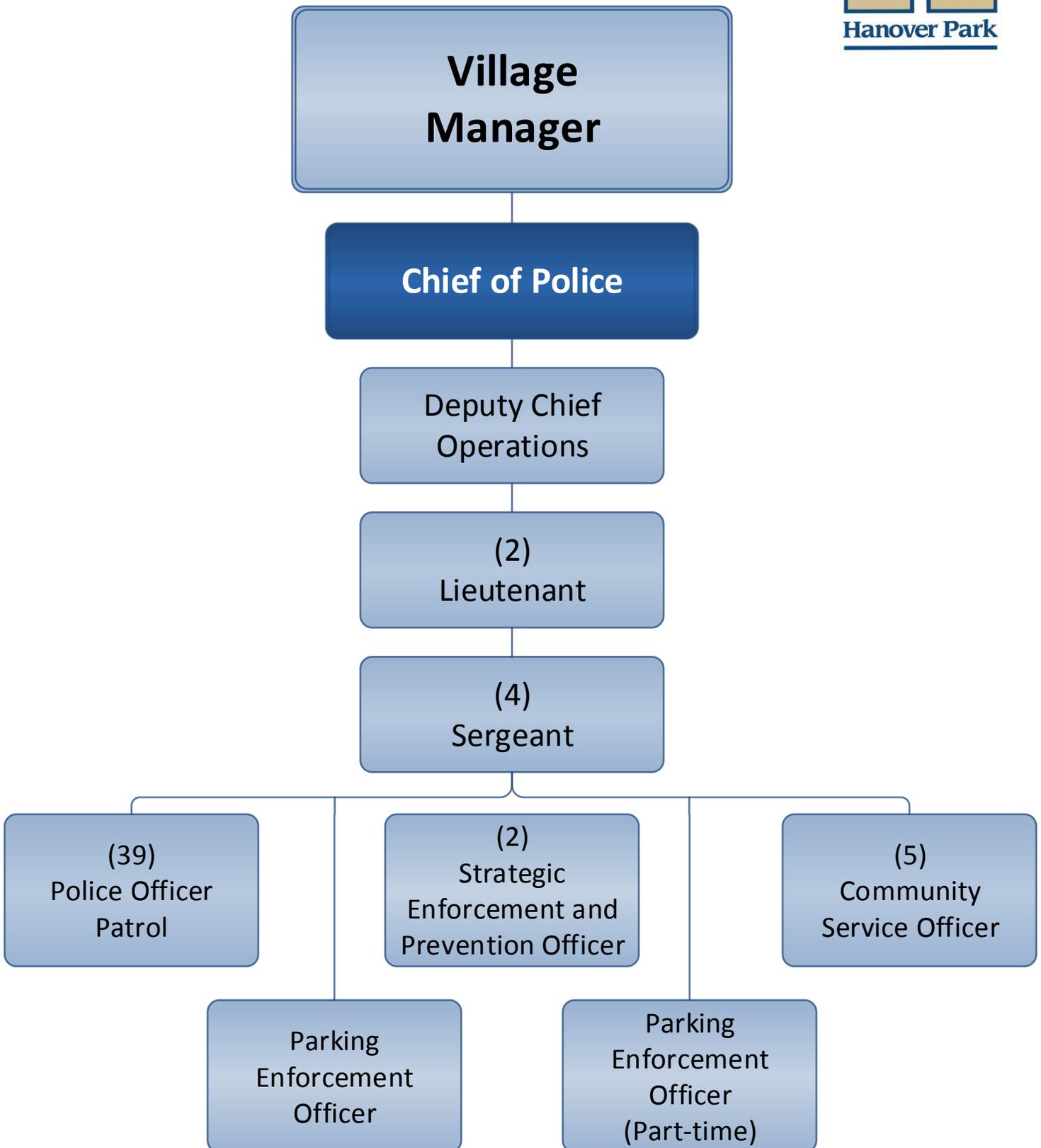
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8100 - Police Administration

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 480,246	\$ 405,214	\$ 593,056	\$ 511,036	\$ 556,036	\$ 516,731
401-421	Overtime Compensation	1,538	853	1,795	7,000	3,500	5,000
401-423	Holiday Pay	-	-	-	1,737	1,737	1,737
401-441	State Retirement	16,595	10,804	15,735	17,936	17,936	17,519
401-442	Social Security	35,130	24,779	40,688	37,553	37,553	35,597
401-443	Police / Fire Pension	128,854	111,570	160,350	159,674	159,674	162,105
401-444	Employee Insurance	78,404	55,917	70,427	76,171	76,171	80,445
Total Personal Services		740,767	609,137	882,052	811,107	852,607	819,134
402-413	Memberships / Subscriptions	2,976	5,330	5,850	6,376	6,376	6,500
402-414	Books / Publications / Maps	144	144	144	235	235	-
402-427	Materials & Supplies	312	337	550	550	550	1,880
402-431	Uniforms	456	1,108	731	1,400	2,000	1,400
402-434	Small Tools	-	22	-	-	-	-
Total Commodities		3,888	6,941	7,274	8,561	9,161	9,780
403-452	Vehicle Maintenance & Replacement	10,030	10,601	4,571	9,946	9,946	4,875
403-461	Consulting Services	1,196	669	1,703	1,500	1,500	1,500
403-471	Schools / Conferences / Meetings	4,546	6,033	5,173	5,331	5,331	6,071
403-472	Transportation	973	721	856	7,230	7,230	4,429
403-492	Drug Forfeiture Expense	3,650	650	-	-	-	-
403-494	DUI Expense	992	-	-	-	-	-
403-499	Miscellaneous Expense	90	172	-	200	200	200
Total Contractual Services		21,478	18,846	12,302	24,207	24,207	17,075
Total Police Administration		\$ 766,133	\$ 634,925	\$ 901,628	\$ 843,875	\$ 885,975	\$ 845,989

8200 - Patrol



POLICE DEPARTMENT

8200 - PATROL

GOALS

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

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

The Patrol Division provides the primary police service, consisting of two main functions:

It initiates activity in the areas of criminal law enforcement, ordinance enforcement, crime prevention, and traffic law enforcement, while handling calls for service.

Its Police Patrol Officers and Community Service Officers provide input to support units of the Department to assist in planning, research, and development of departmental goals, objectives and directives.

Traffic and crime prevention services are provided to the community by this division through the Strategic Enforcement and Prevention Division.

DESCRIPTION OF FUNCTIONS

In addition to providing visible patrol to deter crime and antisocial behavior, personnel assigned to the division are responsible for the initial investigation of reported criminal and quasi-criminal offenses and violations of the Village Code. They are expected to investigate each reported incident in an effort to conclude the case, if possible, or to refer it to the proper authority for follow-up.

Patrol includes the necessary resources to provide the "first response" effort as well as immediate investigative effort such as evidence technicians, traffic accident investigators, and tactical units.

During routine patrol, the Police Patrol Officers are responsible for traffic enforcement, both random and selective. Each officer, while not assigned a specific job, is required to use his or her knowledge of problem areas to aggressively enforce the law.

The Community Service Officer, during routine patrol, is responsible for enforcing certain quasi-criminal, petty and local ordinance offenses, utilizing their knowledge of the Village Code. They also respond to animal control calls, provide traffic direction and control, process crime scenes, enforce parking regulations and provide services to other divisions within the department.

The Parking Enforcement Officer proactively enforces parking regulations throughout the Village as well as at specific locations for which the Village is directly responsible, such as the commuter parking lot. This Officer also provides services to the Finance Department, responds to directed patrol assignments relative to parking problems, supplements the Community Service Officers in code enforcement, and fills in for the crossing guards in their absence.

The Patrol Division is responsible for maintaining a professional relationship with other divisions of the Department, other departments of the Village, and other agencies of the criminal justice system. This relationship should result in the proper exchange of information and assistance in areas of mutual concern.

The Strategic Enforcement and Prevention Division under general supervision performs traffic control and enforcement, conduct traffic surveys, traffic accident investigation/reconstruction/total station tech, parking enforcement, organizes community events, maintains nuisance abatement program, maintains trespass program, review red light camera violations, serve as facilitator for administrative hearings, conducts taxi inspections, presents school assembly presentations, conducts Beverage Alcohol Sales and Service Education Training (BASSET) checks, prepares security surveys, monitors local pawn shops, tow yard inspections, finger prints individuals for alcohol business licensing, completes background checks of solicitors and employees of the local school districts, and conducts liquor and tobacco stings.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Maintain 5-year average of Part 1 Crime Rate. (Fourth Quarter)
Ongoing
2. Four Area Response Team meetings will be held in compliance with the ART Program (Fourth Quarter)
Completed. Meetings held in January, April, July, and October for each area.
3. Maintain a temporary monthly rotation for patrol officers in the Power Shift (Fourth Quarter)
Completed. Officers rotated through the position on a monthly basis.
4. The SEP Unit will conduct 3 tobacco compliance checks at businesses in 2016. (Fourth Quarter)
Ongoing. Two completed
5. The SEP Unit will conduct 2 alcohol compliance checks at businesses in 2016. (Fourth Quarter)
Completed. Checks were conducted in accordance with procedure.
6. Research replacement alternatives for the speed trailer. (Second Quarter)
Completed. The existing speed trailer was repaired based on the cost analysis.
7. The SEP Unit will conduct monthly traffic enforcement details at schools. (Fourth Quarter)
Completed. Details were conducted on a monthly basis.
8. Two gambling device compliance checks will be conducted. (Fourth Quarter)
Ongoing. One completed
9. Participate in active shooter and school lockdown drills. (Fourth Quarter)
Completed. SEP Unit participated in school lockdown drills as assigned.

ADDITIONAL ACCOMPLISHMENTS

1. A new canine officer was selected and trained, and a new canine was purchased, trained, and deployed.
2. Two officers were trained in truck enforcement and an enforcement detail was conducted with the Illinois State Police.
3. A Distracted Driving initiative was conducted by Strategic Enforcement and Prevention Officers which targeted teen drivers at local high schools.
4. An Internet Safe Trade Zone was created in the parking lot of the police department.
5. Enforcement details were conducted on the County Farm Rd. S-curve, and education efforts were conducted via PACC platforms.

6. A Child Safety Seat Installation Program was launched in conjunction with the Safe Communities America Initiative.

2017 OBJECTIVES

Community Image and Identity

1. Maintain 5-year average of Part 1 Crime Rate. (Fourth Quarter)

Effective Governance

2. Four Area Response Team meetings will be held in compliance with the ART Program (Fourth Quarter)
3. The SEP Unit will conduct 3 tobacco compliance checks at businesses in 2017. (Fourth Quarter)
5. The SEP Unit will conduct 2 alcohol compliance checks at businesses in 2017. (Fourth Quarter)
6. The Bike Patrol Unit will be increased by two officers (Second Quarter)
7. The SEP Unit will conduct monthly traffic enforcement details at schools. (Fourth Quarter)
8. Two gambling device compliance checks will be conducted. (Fourth Quarter)
9. Participate in active shooter and school lockdown drills. (Fourth Quarter)
10. One set of ART Meetings will be conducted at an off-site location (Fourth Quarter)
11. Research and evaluate the possible implementation of the PTO Field Training Program (Third Quarter)

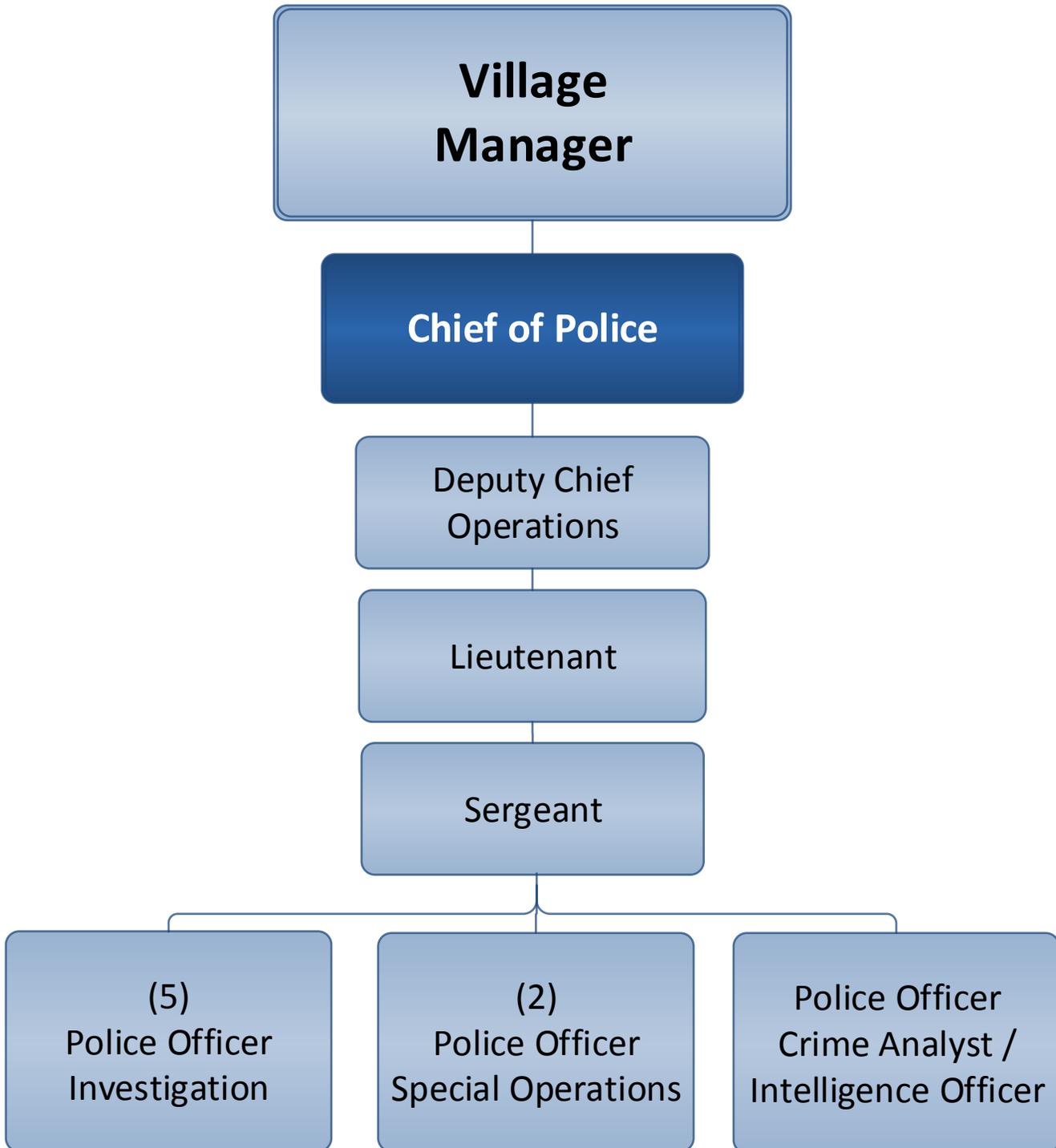
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8200 - Patrol

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 3,935,015	\$ 2,682,960	\$ 4,007,865	\$ 4,036,047	\$ 4,036,047	\$ 4,018,693
401-412	Salaries - Part - Time	10,621	12,981	21,034	32,618	32,618	33,493
401-421	Overtime Compensation	290,240	317,022	483,645	400,000	400,000	400,000
401-422	Court Appearances	135,682	97,522	141,123	147,000	147,000	147,000
401-423	Holiday Pay	118,786	117,150	113,447	136,700	136,700	133,470
401-429	Employee Incentive	25,659	8,607	11,459	26,950	26,950	26,950
401-441	State Retirement	45,074	26,982	39,618	39,974	39,974	24,414
401-442	Social Security	339,579	231,546	366,052	354,830	354,830	358,022
401-443	Police / Fire Pension	1,274,702	897,857	1,509,614	1,634,142	1,634,142	1,641,260
401-444	Employee Insurance	762,627	533,338	692,366	838,982	838,982	799,280
Total Personal Services		6,937,985	4,925,965	7,386,223	7,647,243	7,647,243	7,582,582
402-413	Memberships / Subscriptions	5,780	1,060	5,402	6,565	6,565	4,750
402-414	Books / Publications / Maps	291	275	126	300	300	300
402-425	Ammunition	2,020	1,919	2,000	2,000	2,000	2,000
402-427	Materials & Supplies	7,143	4,976	9,226	9,420	9,420	10,120
402-431	Uniforms	30,370	17,870	44,401	37,300	42,000	37,300
402-433	Safety & Protective Equipment	2,899	3,214	4,950	5,000	5,000	5,000
402-434	Small Tools	1,220	1,031	759	1,570	1,570	1,270
Total Commodities		49,721	30,345	66,863	62,155	66,855	60,740
403-436	Maintenance Agreements	35,297	20,468	39,317	36,000	36,000	40,000
403-437	M & R - Other Equipment	65	-	-	-	-	-
403-452	Vehicle Maintenance & Replacement	134,737	210,816	235,916	187,090	187,090	148,029
403-471	Schools / Conferences / Meetings	36,636	14,837	32,264	30,661	30,661	30,661
403-472	Transportation	16,600	1,467	3,642	19,250	13,000	18,625
Total Contractual Services		223,335	247,589	311,139	273,001	266,751	237,315
Total Patrol		\$ 7,211,041	\$ 5,203,899	\$ 7,764,224	\$ 7,982,399	\$ 7,980,849	\$ 7,880,637

8300 – Special Operations / Investigations



POLICE DEPARTMENT

8300 – 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Maintain a monthly rotation of one sworn officer into the SOG Unit. (Fourth Quarter)
Completed. Officers rotated through the position on a monthly basis.
2. Conduct two sex offender checks. (Fourth Quarter)
Pending.
3. Continue to advertise PACC Program platforms to encourage increased participation. (Fourth Quarter)
Completed. Ads were conducted in conjunction with major holidays.
4. Conduct a Virtual Ride Along. (Second Quarter)
Completed. Ride Along was conducted with Officer Jason Harden.
5. Conduct training on asset forfeiture and seizure proceedings for personnel. (Third Quarter)
Pending
6. Host a regional training at Police Headquarters on a topic relevant to social media or criminal investigations. (Fourth Quarter)
Pending
7. Conduct training on the LeadsOnline system for patrol officers. (Third Quarter)
Completed. Roll call training for officers was conducted.
8. Conduct refresher training on the Bair Atacraids system for patrol officers. (Second Quarter)
Pending

ADDITIONAL ACCOMPLISHMENTS

1. Training on the E-Search Warrant system was conducted for the Department.
2. Roll call training on current drug trends was held for patrol personnel.
3. A new MCAT investigator was selected and named to the task force.
4. Significantly increased public PACC participation, with the HPPD Facebook page passing 5,000 unique likes.
5. Conducted live posting from the COPS Day Picnic via Departments PACC social media platforms.
6. DC Johnson was featured in IACP's Social Media Beat blog. Johnson wrote an article regarding the use of social media to comply with the President's Task Force on 21st Century Policing Report.
7. Three recruitment events were attended.
8. Informant development training was conducted for all patrol personnel.

2017 OBJECTIVES

Financial Health

1. Conduct training on asset forfeiture and seizure proceedings for personnel. (Third Quarter)

Effective Governance

2. Maintain a monthly rotation of one sworn officer into the SOG Unit. (Fourth Quarter)
3. Conduct two sex offender checks. (Fourth Quarter)
4. Host a regional training at Police Headquarters on a topic relevant to social media or criminal investigations. (Fourth Quarter)
5. Conduct training on the LeadsOnline system for patrol officers. (Third Quarter)
6. Conduct refresher training on the Bair Atacraids system for patrol officers. (Second Quarter)

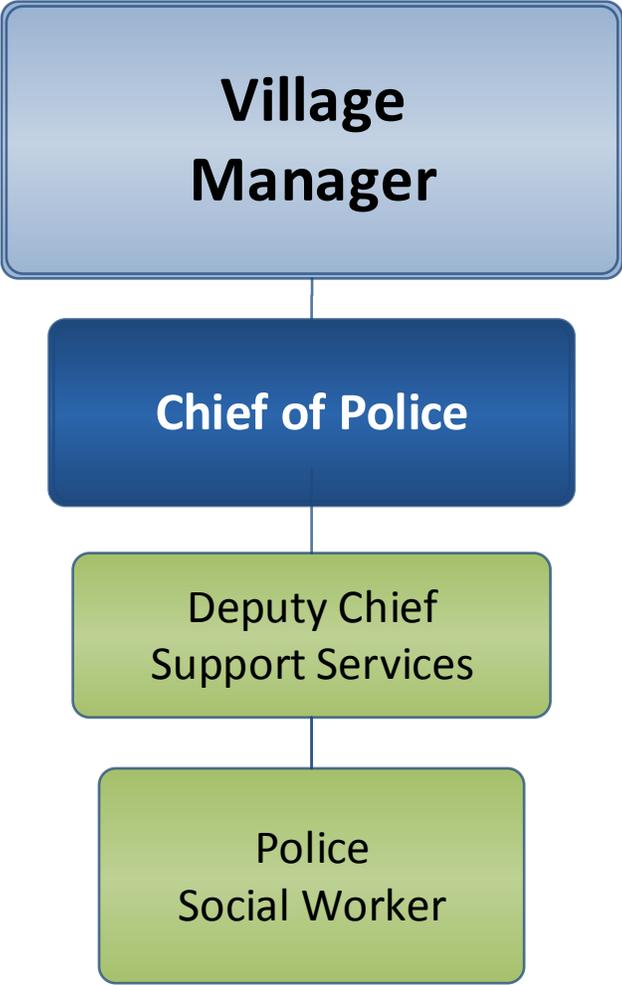
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8300 - Investigations

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 797,824	\$ 584,610	\$ 865,848	\$ 782,309	\$ 782,309	\$ 998,537
401-421	Overtime Compensation	106,867	132,022	144,990	125,000	125,000	125,000
401-422	Court Appearances	25,481	24,189	29,112	28,000	28,000	28,000
401-423	Holiday Pay	23,602	27,350	22,674	23,100	23,100	30,046
401-426	Compensation Adjustment	7,287	-	-	8,400	-	-
401-442	Social Security	72,747	54,988	79,896	73,994	73,994	90,391
401-443	Police / Fire Pension	291,211	204,005	365,520	316,747	316,747	407,809
401-444	Employee Insurance	168,639	114,670	151,522	176,431	176,431	202,182
Total Personal Services		<u>1,493,659</u>	<u>1,141,833</u>	<u>1,659,562</u>	<u>1,533,981</u>	<u>1,525,581</u>	<u>1,881,965</u>
402-413	Memberships / Subscriptions	16,678	15,020	22,153	22,120	22,120	22,095
402-414	Books / Publications / Maps	115	134	100	175	175	175
402-427	Materials & Supplies	-	3,985	-	-	-	-
402-431	Uniforms	2,494	4,009	5,072	5,700	5,700	5,700
402-434	Small Tools	132	226	907	1,000	1,000	1,000
Total Commodities		<u>19,419</u>	<u>23,374</u>	<u>28,232</u>	<u>28,995</u>	<u>28,995</u>	<u>28,970</u>
403-452	Vehicle Maintenance & Replacement	36,868	48,917	47,415	47,492	47,492	34,525
403-471	Schools / Conferences / Meetings	14,091	4,528	11,910	11,993	10,000	11,993
403-472	Transportation	3,114	1,178	2,714	2,500	2,000	2,500
403-499	Miscellaneous Expense	258	-	42	225	225	225
Total Contractual Services		<u>54,331</u>	<u>54,623</u>	<u>62,082</u>	<u>62,210</u>	<u>59,717</u>	<u>49,243</u>
Total Investigations		<u>\$ 1,567,409</u>	<u>\$ 1,219,830</u>	<u>\$ 1,749,876</u>	<u>\$ 1,625,186</u>	<u>\$ 1,614,293</u>	<u>\$ 1,960,178</u>

8400 – Community Services



POLICE DEPARTMENT

8400 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. The Police Social Worker will conduct a presentation of the available services the unit can provide at an ART Meeting (Fourth Quarter).
Completed.
2. The Police Social Worker will conduct mental health training for new personnel (Fourth Quarter).
Completed.
3. The Police Social Worker will conduct regularized postings on the Department Facebook page (Fourth Quarter).
Ongoing.
4. The Police Social Worker will participate in the annual Kids at Hope event (Second Quarter).
Completed.
5. The Police Social Worker will coordinate a local Social Workers meeting at the PD (Third Quarter).

ADDITIONAL ACCOMPLISHMENTS

1. Served as Safe Communities America Coalition Violence and Suicide Prevention Chair.
2. Updated information files on local shelters.
3. Participated in organization of and attended the 2016 Cops Day Picnic.

4. Authored 3 articles for the Hi-Lighter magazine on social services topics.
5. Conducted a presentation to the Hanover Park Lions Club about the resources available from the Social Services Unit in January.

2017 OBJECTIVES

Effective Governance

1. The Police Social Worker will conduct mental health training for new personnel (Fourth Quarter).

Community Image and Identity

2. The Police Social Worker will conduct a presentation of the available services the unit can provide at an ART Meeting (Fourth Quarter).
3. The Police Social Worker will conduct weekly postings on the Department Facebook page (Fourth Quarter).
4. The Police Social Worker will participate in the annual Kids at Hope event (Second Quarter).
5. The Police Social Worker will coordinate a local Social Workers meeting at the PD (Third Quarter).

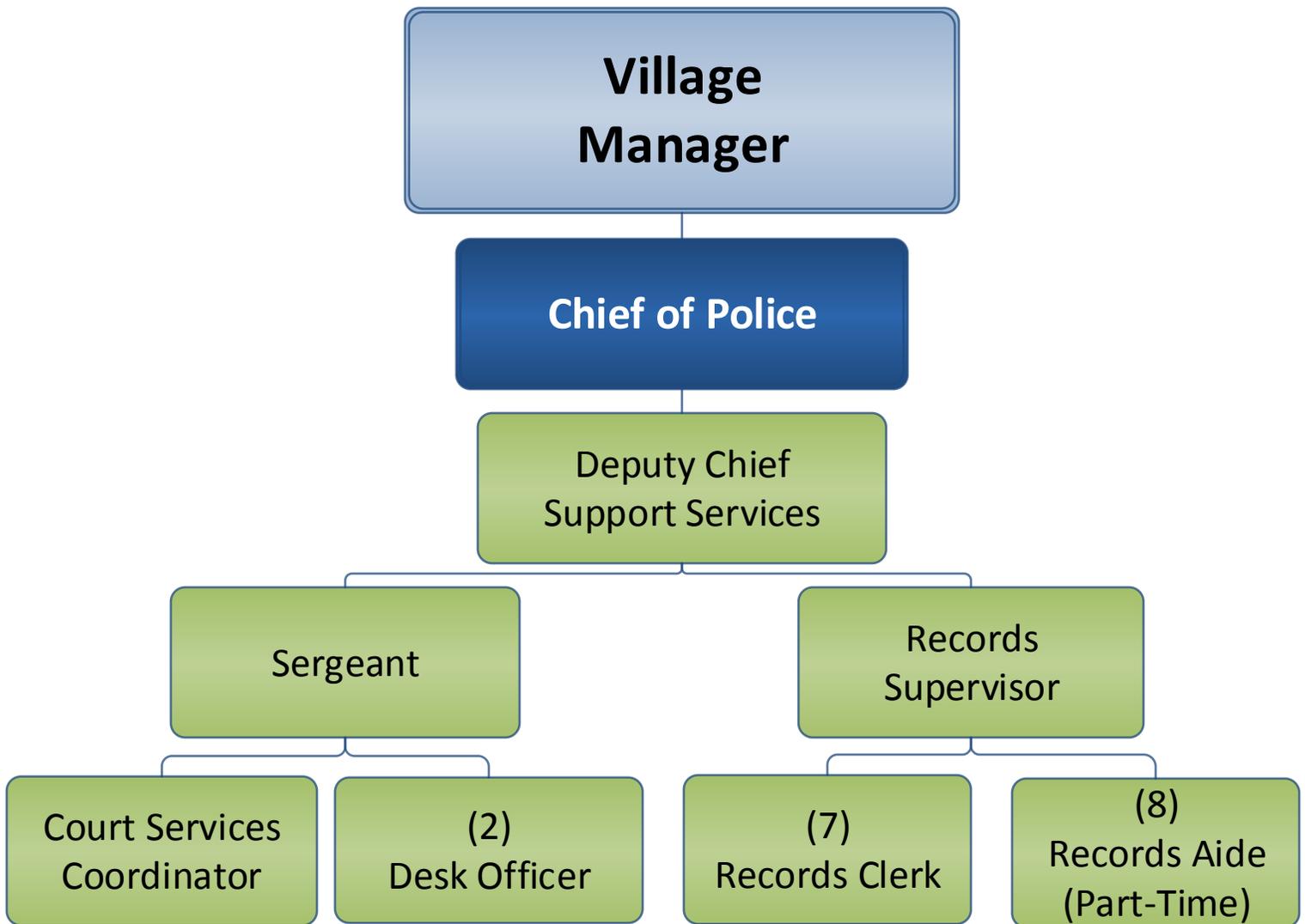
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8400 - Community Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 61,491	\$ 44,534	\$ 73,176	\$ 69,619	\$ 69,619	\$ 68,869
401-412	Salaries - Part - Time	(337)	-	-	-	-	-
401-421	Overtime Compensation	410	546	874	1,000	1,000	1,000
401-423	Holiday Pay	-	-	-	2,400	2,400	2,400
401-441	State Retirement	9,859	6,451	9,951	10,225	10,225	9,710
401-442	Social Security	4,598	3,207	5,754	5,588	5,588	5,530
401-444	Employee Insurance	20,885	5,065	6,907	8,216	8,216	7,979
Total Personal Services		96,906	59,803	96,662	97,048	97,048	95,488
402-413	Memberships / Subscriptions	100	25	122	395	395	370
402-427	Materials & Supplies	30	-	-	-	-	-
Total Commodities		130	25	122	395	395	370
403-461	Consulting Services	1,980	1,320	1,855	2,540	2,540	2,540
403-471	Schools / Conferences / Meetings	709	200	536	1,095	1,095	1,095
403-472	Transportation	27	-	-	85	85	-
403-499	Miscellaneous Expense	-	-	-	240	240	240
Total Contractual Services		2,716	1,520	2,391	3,960	3,960	3,875
Total Community Services		\$ 99,751	\$ 61,348	\$ 99,175	\$ 101,403	\$ 101,403	\$ 99,733

8500 – Staff Services



POLICE DEPARTMENT 8500 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Conduct the annual department wide records destruction process. (Second Quarter)
Completed. Records were disposed of in accordance with Secretary of State procedures.
2. Review the Records Training Manual and update accordingly (Third Quarter)
Completed. Manual updated by the Records Supervisor.
3. Conduct an annual lockdown drill on the Village campus. (Second Quarter)
Pending
4. Create Records Supervisor Training Manual (Fourth Quarter)
Ongoing
5. Implement new records management system (Fourth Quarter)
Ongoing

ADDITIONAL ACCOMPLISHMENTS

1. Conducted department-wide Kronos system training.
2. Records Supervisor assisted with administration of the RxBox medication disposal program.
3. Records Supervisor served on the replacement committee for the DuPage County records management system.
4. Uniform and equipment purchasing moved to online module using Galls, Inc. as new vendor.
5. Maintained CERT Team roster and record of activities for the year.
6. Full-time records clerks attended customer service training at the Suburban Law Enforcement Academy.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Records supervisor will oversee the implementation of the new RMS system and ensure appropriate training is conducted for all personnel. (Fourth Quarter)
2. The records supervisor will oversee the use of the Kronos timesheet system and will provide training for new personnel. (Fourth Quarter)
3. The records supervisor will oversee the implementation of the new LEADS system (LEADS 3.0) and ensure adequate training for personnel. (Fourth Quarter)

Effective Governance

4. Department-wide records destruction will be completed. (Third Quarter)
5. The records supervisor will conduct a training session for members of the CERT Team. (Second Quarter)

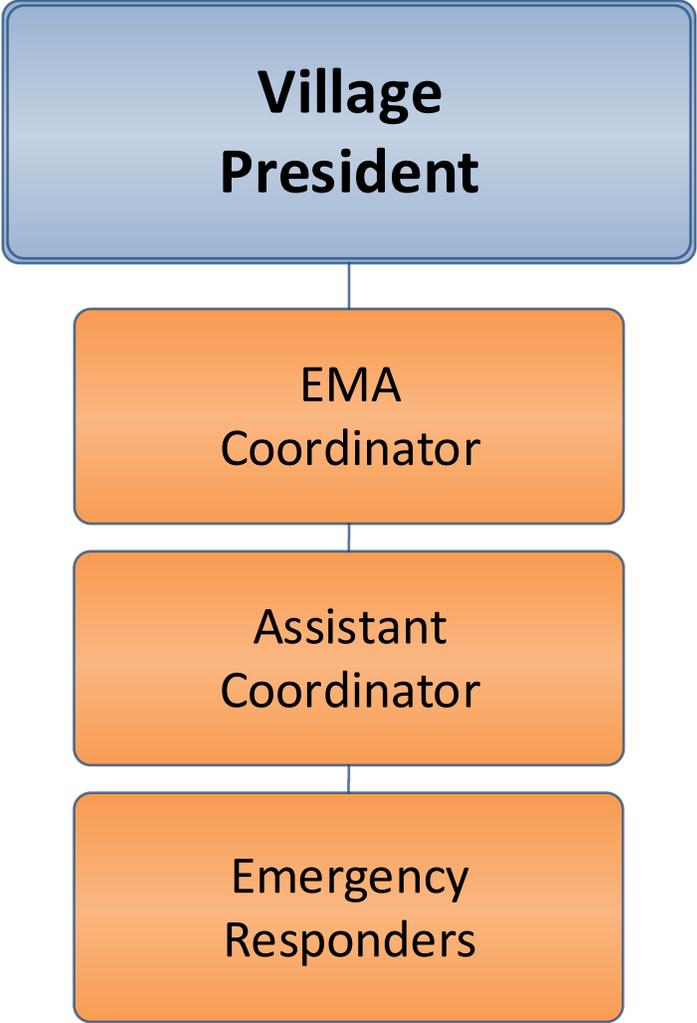
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8500 - Staff Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 436,818	\$ 303,921	\$ 473,877	\$ 481,394	\$ 481,394	\$ 515,840
401-412	Salaries - Part - Time	105,677	38,947	90,353	135,392	135,392	130,033
401-421	Overtime Compensation	15,320	5,220	24,556	18,500	18,500	18,500
401-423	Holiday Pay	8,130	-	1,988	18,750	18,750	19,790
401-441	State Retirement	50,463	34,882	49,706	57,668	57,668	60,644
401-442	Social Security	42,088	24,902	45,683	54,632	54,632	53,074
401-443	Police / Fire Pension	34,915	51,311	43,475	43,095	43,095	38,579
401-444	Employee Insurance	121,714	81,879	87,775	160,774	160,774	129,058
Total Personal Services		815,125	541,061	817,414	970,205	970,205	965,518
402-411	Office Supplies	4,636	2,184	4,837	5,250	5,250	5,000
402-413	Memberships / Subscriptions	414	217	614	620	620	1,050
402-414	Books / Publications / Maps	25	-	-	-	-	-
402-423	Communications Parts	108	1,608	1,699	2,500	2,500	2,500
402-427	Materials & Supplies	7,625	3,933	6,221	7,580	7,580	6,500
402-431	Uniforms	3,747	1,465	5,066	3,000	4,000	3,500
402-434	Small Tools	144	20	-	-	-	-
402-435	Evidence	4,371	3,312	5,000	5,000	5,000	5,000
402-436	Photo Supplies	86	652	724	1,000	1,500	1,000
402-499	Miscellaneous Expense	33	18	-	-	-	-
Total Commodities		21,189	13,408	24,161	24,950	26,450	24,550
403-412	Postage	21,486	11,266	23,081	20,000	25,000	25,000
403-433	M & R - Communication Equipment	1,350	-	-	750	750	-
403-436	Maintenance Agreements	1,352	5,041	5,455	8,500	8,500	7,500
403-451	Equipment Rentals	624,371	490,062	671,341	690,031	690,031	686,031
403-461	Consulting Services	4,555	3,080	4,097	7,500	5,000	7,500
403-470	Binding & Printing	308	482	1,032	1,500	1,500	1,500
403-471	Schools / Conferences / Meetings	3,351	835	4,991	5,000	4,500	5,000
403-472	Transportation	-	64	204	250	250	250
403-499	Miscellaneous Expense	-	12	-	-	-	-
Total Contractual Services		656,773	510,842	710,202	733,531	735,531	732,781
Total Staff Services		\$ 1,493,087	\$ 1,065,311	\$ 1,551,776	\$ 1,728,686	\$ 1,732,186	\$ 1,722,849

8600 – Emergency Management



POLICE DEPARTMENT

8600 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Conduct annual fit test of department-issued gas masks. (Fourth Quarter)
Completed. Gas masks for assigned personnel tested for functionality.

2. Review and update 2016 NIMS compliance for the Police Department. (Third Quarter)
Pending
3. EMA Assistant will host a Northern Illinois Emergency Manager's Coalition meeting.
(Fourth Quarter)
Pending
4. The EMA Assistant will attend and participate in the Local Emergency Manager's Council.
(Fourth Quarter)
Completed. CE Supervisor attending monthly meetings.
5. "StormReady" requirements will be maintained. (Fourth Quarter)
Completed. Records being maintained by CE Supervisor.
6. A tabletop readiness exercise will be conducted. (Fourth Quarter)
Pending
7. Sworn police officers will be trained as certified weather spotters. (Fourth Quarter)
Completed. All officers were trained.

ADDITIONAL ACCOMPLISHMENTS

1. Certified National Weather Service weather spotter training was hosted for the public and volunteer groups.
2. A severe weather drill was conducted on the Village Campus.
3. Metra rail emergency training was conducted for CERT and Fire Corps volunteer groups.
4. Personnel participated in the Metra Safety Day at the train depot.
5. The bi-annual CEMP update was completed.
6. The Code Enforcement Supervisor served as chair of the Safe Communities Coalition Emergency Management Task Group.

2017 OBJECTIVES

Effective Governance

1. Conduct annual fit test of department-issued gas masks. (Fourth Quarter)
2. Review and update 2017 NIMS compliance for the Department. (Fourth Quarter)
3. The EMA Assistant will participate in the Local Emergency Managers' Coalition. (Fourth Quarter)
4. The EMA Assistant will maintain "StormReady" requirements. (Fourth Quarter)
5. The EMA Assistant will ensure new officers are trained as weather spotters. (Fourth Quarter)
6. A lockdown drill will be conducted on the Village campus (Third Quarter)

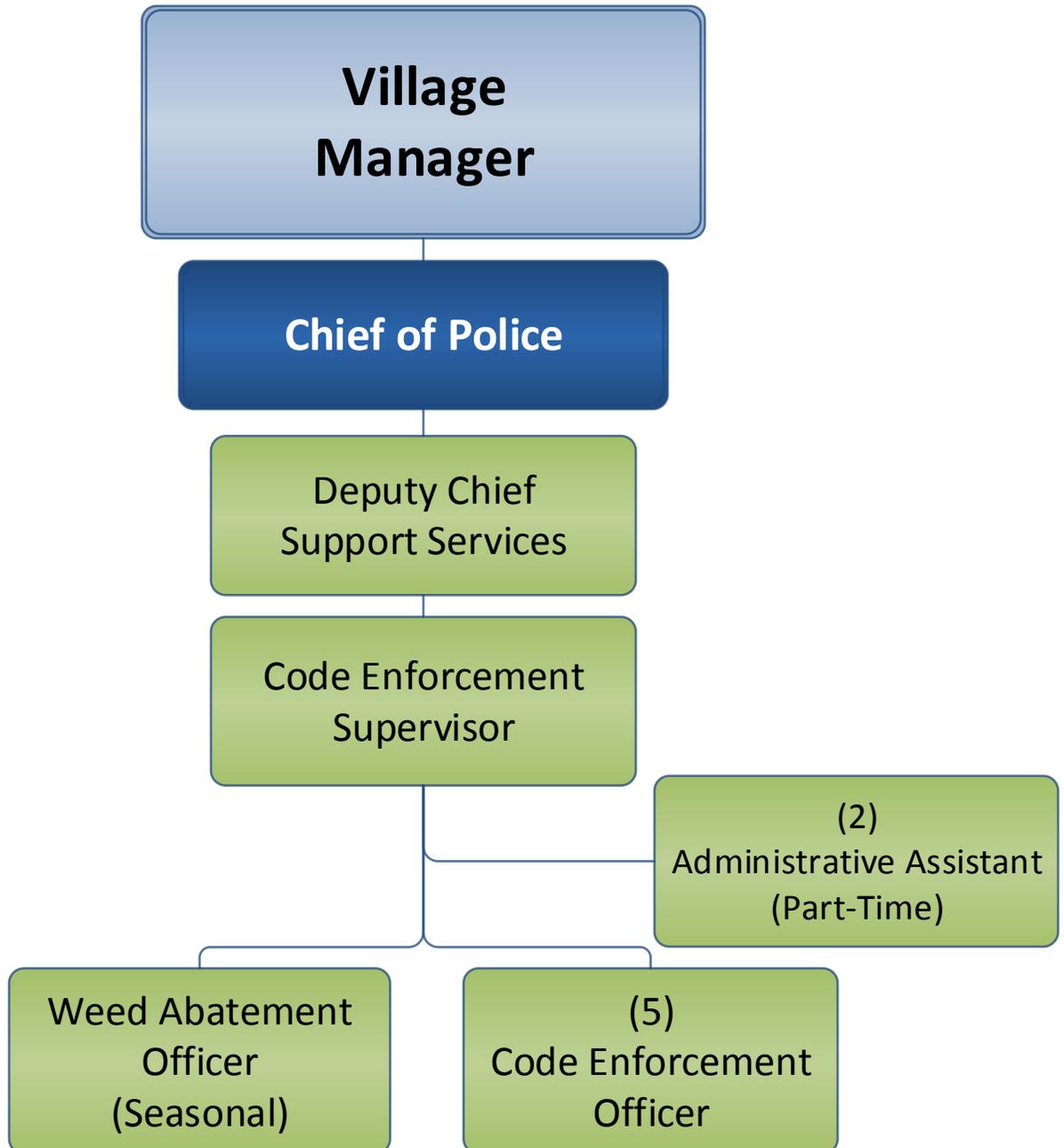
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8600 - Emergency Services

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
402-411	Office Supplies	\$ 62	\$ -	\$ -	\$ -	\$ -	\$ -
402-413	Memberships / Subscriptions	-	-	-	-	65	65
402-427	Materials & Supplies	1,548	1,480	3,697	7,159	5,500	7,159
402-431	Uniforms	-	-	-	500	-	-
Total Commodities		<u>1,610</u>	<u>1,480</u>	<u>3,697</u>	<u>7,659</u>	<u>5,565</u>	<u>7,224</u>
403-437	M & R - Other Equipment	4,638	2,886	4,017	4,000	3,000	4,000
403-451	Equipment Rentals	2,227	452	452	360	360	360
403-471	Schools / Conferences / Meetings	1,628	1,058	938	2,100	1,500	1,500
403-472	Transportation	65	156	91	310	310	310
Total Contractual Services		<u>8,558</u>	<u>4,552</u>	<u>5,498</u>	<u>6,770</u>	<u>5,170</u>	<u>6,170</u>
Total Emergency Services		<u>\$ 10,168</u>	<u>\$ 6,032</u>	<u>\$ 9,196</u>	<u>\$ 14,429</u>	<u>\$ 10,735</u>	<u>\$ 13,394</u>

8700 – Community Policing / Code Enforcement



POLICE DEPARTMENT

8700 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Conduct a bi-annual parking enforcement sweep of overnight parking violations. (Fourth Quarter)
Pending. One completed.
2. Crime Free Multi-housing Coordinator will conduct monthly Crime Free Multi-Housing training sessions. (Third Quarter)
Ongoing.
3. The CEO Supervisor will complete a CE Administrative Assistant Training Manual. (Fourth Quarter)
Completed. Manual is in use for Admin Assistants.
4. The CEO Supervisor will oversee the translation of data from Firehouse to New World System. (Fourth Quarter)
Completed. Firehouse data upload completed in early 2016.
5. The Crime Free Multi-Housing Coordinator will maintain an incident tracking database for residences against which action may be taken. (Fourth Quarter)
Ongoing.
6. CEO's will attend two ART meetings. (Third Quarter)
Completed. ART meetings attended by CE personnel.

ADDITIONAL ACCOMPLISHMENTS

1. Code enforcement citations were moved to the DACRA system.
2. Code enforcement violation prosecutions were moved to the Village administrative adjudication process.
3. CEO Division participated in the COPS Day Picnic.

2017 OBJECTIVES

Effective Governance

1. Conduct a bi-annual parking sweep of overnight parking violations. (Fourth Quarter)
2. Crime Free Multi-housing Coordinator will conduct monthly Crime Free Multi-Housing training sessions. (Third Quarter)
3. The Crime Free Multi Housing Coordinator will conduct roll call training on the CFMH program and process to patrol personnel. (Third Quarter)

Community Image and Identity

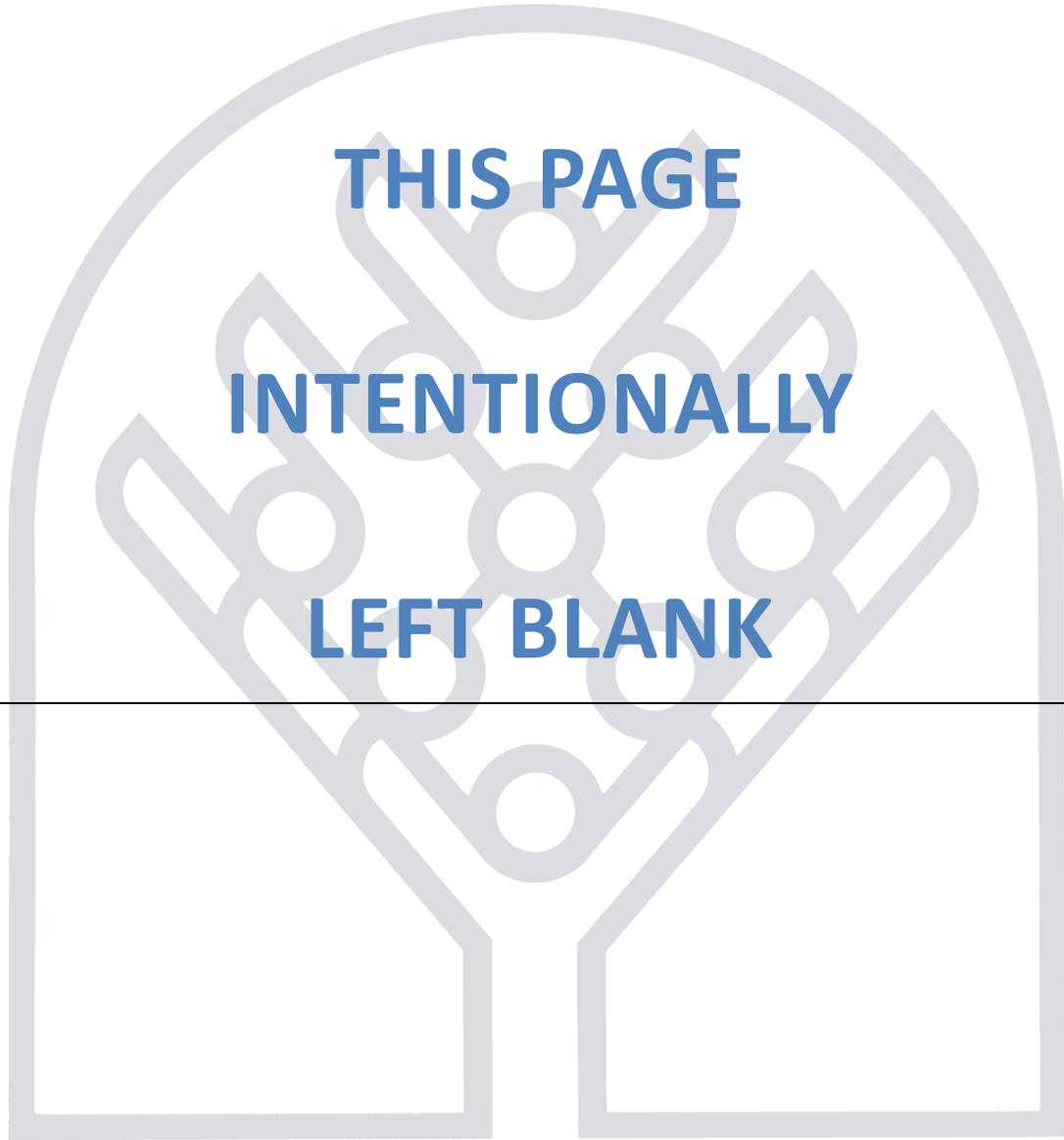
4. CEOs will attend two ART meetings and speak on common code enforcement issues. (Fourth Quarter)
5. The Crime Free Multi-Housing Coordinator will maintain an incident tracking database for residences against which action may be taken. (Fourth Quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 010 - General Fund

Department 8700 - Code Enforcement

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 221,266	\$ 171,498	\$ 288,410	\$ 302,901	\$ 302,901	\$ 303,562
401-412	Salaries - Part - Time	38,670	18,465	27,415	54,608	54,608	54,076
401-421	Overtime Compensation	3,729	9,717	20,483	8,000	15,000	8,000
401-422	Court Appearances	-	-	73	-	-	-
401-423	Holiday Pay	-	-	-	10,060	10,060	10,060
401-441	State Retirement	33,336	25,725	42,457	46,241	46,241	44,246
401-442	Social Security	20,025	14,753	26,924	29,428	29,428	29,438
401-443	Police / Fire Pension	-	10,692	-	-	-	-
401-444	Employee Insurance	77,069	50,568	49,231	82,407	82,407	97,999
Total Personal Services		394,095	301,419	454,994	533,645	540,645	547,381
402-411	Office Supplies	694	571	376	1,200	1,200	1,000
402-413	Memberships / Subscriptions	175	175	200	210	210	210
402-414	Books / Publications / Maps	103	88	98	100	100	100
402-431	Uniforms	5,078	2,491	2,434	2,500	5,000	2,500
402-433	Safety & Protective Equipment	-	-	-	150	-	-
402-434	Small Tools	45	-	25	550	550	550
402-436	Photo Supplies	-	-	50	50	-	-
402-499	Miscellaneous Expense	401	-	144	400	400	-
Total Commodities		6,495	3,324	3,326	5,160	7,460	4,360
403-436	Maintenance Agreements	4,736	9,360	7,651	9,500	9,500	9,500
403-452	Vehicle Maintenance & Replacement	6,220	38,798	25,768	25,768	25,768	-
403-461	Consulting Services	85	145	-	400	400	400
403-470	Binding & Printing	503	473	500	500	500	500
403-471	Schools / Conferences / Meetings	1,859	1,218	1,712	1,712	1,712	1,712
403-472	Transportation	-	25	-	-	-	-
Total Contractual Services		13,402	50,019	35,631	37,880	37,880	12,112
Total Code Enforcement		\$ 413,992	\$ 354,762	\$ 493,951	\$ 576,685	\$ 585,985	\$ 563,853



**THIS PAGE
INTENTIONALLY
LEFT BLANK**

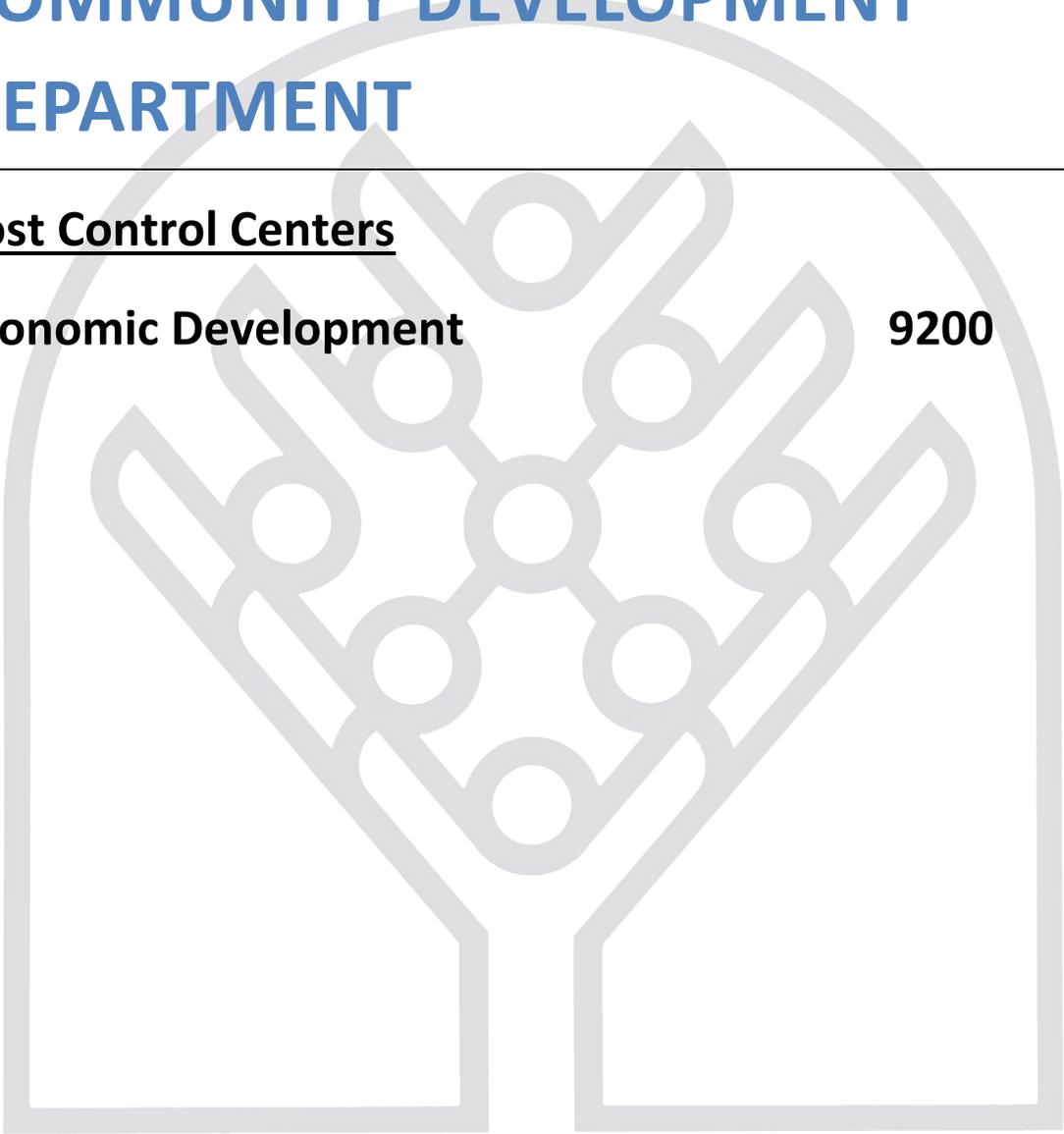
Hanover Park

COMMUNITY DEVELOPMENT DEPARTMENT

Cost Control Centers

Economic Development

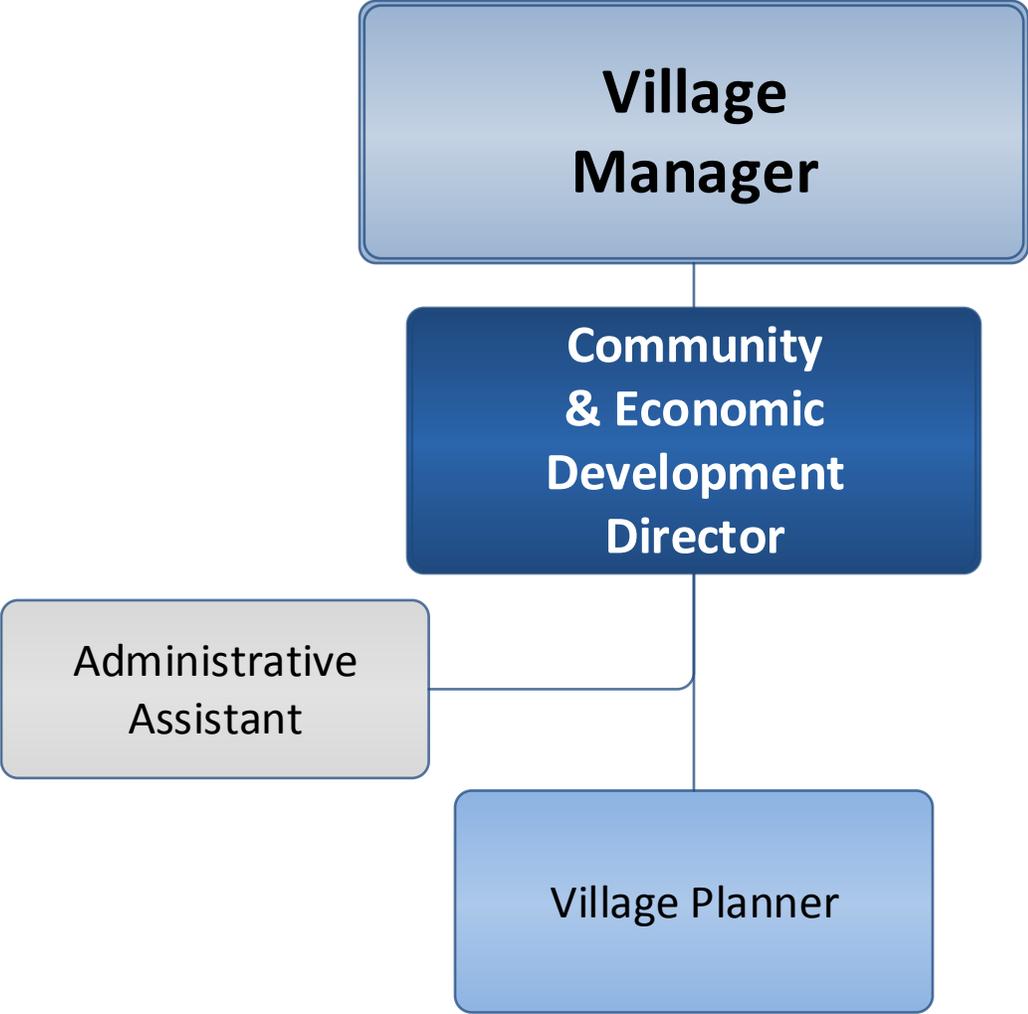
9200



Hanover Park

Organization of the Community Development Department





9200 - DEPARTMENT OF COMMUNITY & ECONOMIC DEVELOPMENT

GOALS

The goal of the Department of Community & Economic Development is to promote the use and development of land in a manner consistent with the goals and policies of the Hanover Park Comprehensive Plan. The Department works to encourage development that is safe, sustainable, and serves the needs and desires of residents. They promote economic growth by encouraging the retention and expansion of existing businesses and developments, as well as attracting new businesses and developments to the Village. These economic development efforts lead to the establishment of a solid, diversified tax base, increased property values, and an enhanced community image. Vital steps to achieving this goal include a thorough evaluation of new projects and careful long-range planning.

DESCRIPTION OF FUNCTIONS

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

Planning and zoning administration are major functions of the Department of Community & Economic Development. All proposals for commercial, industrial, and residential development are reviewed for compliance with Village zoning and subdivision requirements. New development proposals are taken to the internal Development Review Committee for conceptual and site plan review, as well as consideration of public and fire safety concerns. If a proposal requires development review by the Development Commission, the Staff prepares comments and recommendations for a public hearing. Following the public hearing, cases are forwarded to the Village Board for consideration and a final decision. The Staff works closely with developers, architects, and homeowners throughout this process to provide information and assistance.

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

1. Maintaining, updating, and revising presentation materials promoting business and industrial development in Hanover Park. Other miscellaneous information, such as top 15 employers lists, vacant commercial properties, and the industrial buildings inventory are updated periodically.
2. Encouraging further development and redevelopment in existing industrial and commercial areas, including Turnberry Lakes, Hanover Corporate Center, Greenbrook Plaza, Hanover Square, Westview Center, Church Street Station, and major commercial corridors. Staff continues to work closely with various industrial and commercial property representatives to ensure continued success.
3. Attending various professional workshops and training seminars to obtain legislative updates, further technical skills, and maintain professional certification.
4. Providing summary of economic development contacts on a regular basis. These summaries are included in the weekly Community Development update.

The Department of Community & Economic Development is also responsible for the Village's economic development marketing program. A major component of this program is the creation of the Hi-Lighter newsletter, a bi-monthly community newsletter distributed to the over 11,000 households and businesses in the Village. Other components of the marketing program include participation at trade shows, networking with real estate and development professionals, responding to inquiries and leads of

businesses wishing to locate in the Village, and promoting the Village through press releases and articles in trade publications.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2011	2012	2013	2014	2015
Number of Full Time Employees	3	2	2	3	3
Number of Part Time Employees	-	1	-	-	0
Number of Full Time Employees Per 1,000 Population	0.08	0.06	0.06	0.08	0.077
Development Applications	7	4	3	3	3
Zoning Text Amendments	4*	3	**	1**	5
Redevelopment Agreements (Amendments)	4	0	1	1	1***
Total Expenditures	\$664,662	\$344,006	\$158,504	\$340,124	\$381,539
Cost of Services Per Capita	\$17.50	\$9.06	\$4.17	\$8.95	

* - Village Center Plan Adopted

** - Unified Development Ordinance/Comprehensive Zoning Update Drafted

*** - Hanover Square Redevelopment Agreement

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

Please note that the Department had an open position in 2013, and now has an open position again.

2016 OBJECTIVES AND ACCOMPLISHMENTS:

I. Maintain and focus on Economic Development and Redevelopment.

1. Actively research and promote development opportunities in the Village Center and Irving Park Corridor planning areas. (First through fourth quarters)

Ongoing. Worked with developer, leasing agents, property managers and consultants towards the redevelopment of Hanover Square. Also focused on the properties in the northwest quadrant of Lake Street and Barrington Road, as well as Village-owned properties. Continued promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, Irving Park Corridor and available properties in the area. These areas were specifically marketed at the ICSC National Convention as well as regional events. Several businesses have expanded or opened in the vicinity of Irving Park Rd and Barrington Road including Discount Tire, Mattress Firm, Olde Salem Café, Road Ready Gas, HP Spring Cleaners and Zam Zam Meat Market. Staff has also been working with a developer for senior housing at 900 Irving Park Rd which will include townhomes, condominiums, assisted living and a commercial retail pad.

2. Update on-line database of all available sites and upload on Village and Choose DuPage websites.

Ongoing. The database of available sites was completed and uploaded to the Village's website. The database lists retail/commercial sites separately from Industrial and also indicates whether they are for lease or sale. Most sites are hyper-linked to a detailed marketing flyer which provides contact information of the broker/realtor and site. A new map has also been generated using GIS,

to show locations of each site. We constantly get updated flyers for properties available for sale or lease, and these are linked to the online database.

3. Attend and/or host real estate and business developer and tenant events showcasing real estate and business opportunities within the Village. (First through fourth quarters)

Complete/Ongoing. Attended various ICSC events throughout the year to market available properties, meet with developers, and highlight specific development opportunities. These include a national retail real estate conference as well as Chicago Retail Live event. Also coordinated and attended CONECT, Chamber and other networking events for business recruitment and development. Staff will host the Business and Realtor Reception in November, to showcase our local businesses. Staff also created a new "Development Opportunity" map to help highlight the prime locations in our community for new investment. This map is now found on our website. Also, staff provides individual tours to investors and brokers with a "boots on the ground" perspective to shed light on the great attributes of our community.

4. Assist with overseeing management, renovation and strategic planning for the Hanover Square Shopping Center with the goal of improving it and determining when to return it to private ownership. (First through fourth quarters)

Participated in development team meetings and activities during construction/renovation of Hanover Square Shopping Center. Assisted development team through the 7C Property Tax Incentive Application which was successfully approved by Cook County. Continuously worked with the development team to make improvements, work through existing tenant lease renewals and recruiting new tenants/businesses to the center. Additionally, worked with development team to transition property management and leasing team.

5. Oversee and encourage investment, development and redevelopment in all TIF Areas (3, 4 and 5). (First through fourth quarters)

Continue implementation of Redevelopment Agreement for Hanover Square. Met with developers and property owners of key properties in the Village Center area to encourage development and connected potential end users with sellers. Continued promotion of Village Center Plan, Elgin O'Hare Expressway Boulevard Extension, and available properties in the TIF 3 area. Staff has been fostering a relationship with a developer interested in the seven-acre property across the street from the Metra Train Station. The developer is interested in constructing market rate apartments with a commercial pad on the hard corner. Aggressively promoted sale and redevelopment of Village-owned property at 1311 Irving Park Road (former Corfu restaurant) in the TIF 4 area. Continued promotion of available property in the TIF 5 area.

Staff has been diligently working with the potential buyer and developer of 900 Irving Park Road (the former Menard's site). The developer met with staff on numerous occasions to develop a site plan which eventually lead to a Development Commission application for a Planned Unit Development to bring a 200+ active senior adult housing community with a commercial retail pad to this property. Staff also actively assisted the developer and her team to craft a Redevelopment Agreement. The proposed development will get rid of the vacant parking lot on the subject site and improve the property with a new vibrant, \$40 million mixed-use community.

II. Maintain and work to enhance the Village's infrastructure and assets.

1. Implement infrastructure, land use, and development recommendations from the Village Center and Transit Oriented Development (TOD) Plan. (First through fourth quarters)

Participated in and provided information for meetings with IDOT, the Tollway Authority and several neighboring communities regarding the feasibility study for the roadway extension of the Elgin O'Hare Expressway. A representative from Illinois Department of Transportation presented a conceptual design of the Elgin O'Hare Extension Boulevard to the Village Board. Staff is continuing discussions with a developer interested in the seven acre site located at the northwest corner of Church and Lake Streets. The developer is proposing a mixed-use market rate apartment community with a commercial retail pad.

2. Implement infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study (Technical Assistance Panel) where practical. The directory is a great way to refer customers to our local business which, in turn, raises tax revenues. (First through fourth quarters)

Several projects have either been completed or are being reviewed for approval in the Irving Park Road corridor. Discussions have been held for use of the MWRD property for sports-related uses, as well as a nursery/educational greenhouse use. New uses at the Westview Shopping Center include a new restaurant that will take over the former Bakers Square building and a new fast-casual restaurant taking over the former White Castle. A Redevelopment Agreement is currently being drafted for potential redevelopment of the old Menards property. Proactively working with property owners for improvement of existing buildings, and for recruitment of new businesses.

III. Overall and long-term Financial Health of the Village.

1. Establish a Business Retention Program. (first through fourth quarters)

Accomplished. A "Business Retention Survey" questionnaire was prepared and mailed to all the businesses in the community. About 75 completed surveys have been received and have been analyzed. Feedback from the surveys is being implemented. A final report was created which provided valuable input from the business community. A presentation was made to the Village Board. Business Retention visits for the major employers are in process.

2. Update the on-line Business Directory to provide information on local businesses. (First through fourth quarters)

Accomplished. The Business Directory is a useful tool for our residents and has been completed. It provides information by categories, and is updated periodically.

3. Continue the Shop Hanover Park program, with coupons, information, and events. (First through fourth quarters)

Accomplished. The May/June issue of the Hi-Lighter contained coupons for 10 local businesses. This was also a revenue generating source, whereby \$500 was generated which helped towards reducing the printing cost of the newsletter. Local business coupons were also included in the November-December issue as well, just before the holiday season. Feedback from local businesses that participated in the Shop Local program has been positive.

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

Accomplished. Staff worked with regional agencies and applied for two planning grants- HOMES for a Changing Region housing study and Chicago Community Land Trust/IFF development feasibility study grants, and were successful in both! Neither grant requires a local funding match, thus enabling access to resources with minimal expense aside from staff time. The IFF study has been completed and the Homes Study is in process.

IV. *Continue to improve the overall image and identity of the Village and in order to make the community a desirable place to live and raise a family.*

1. Coordinate the establishment of a Historic Preservation Commission in the Village. (First through fourth quarters)

This goal was scheduled for 2016 in the Strategic Plan. Given that several other major projects and priorities have risen this year, we need to reassess the timeline.

2. Complete Zoning Code update/ creation of Unified Development Ordinance. (First through fourth quarters)

Progress has been made on comprehensively updating the Sign Ordinance which will advance the goals of the Village and balance the needs of the business community. A brief presentation was made to the CONECT Committee and feedback was provided on staff recommendations. Those comments are being incorporated into the new draft. Staff is also assessing other sections of the code that need to be addressed and updated. Any code changes will be brought to the Development Commission and Village Board in a timely manner.

3. Assist in the implementation of current zoning and sign codes through timely review of building and sign applications, and processing of development applications. (First through fourth quarters)

Update: Over 160 building and sign applications reviewed. Several development applications are processed in a timely manner. There have been four development applications brought before the Development Commission.

4. Coordinate with CMAP in providing data and developing a regional housing study (Homes for a Changing Region) to help project supply and demand trends and develop a long-term housing policy plan. (First through fourth quarters)

Ongoing. Staff is working with consultants and the Community Assessment report has been prepared and was presented to the Board last fall. Community feedback was collected in order to formulate policies and recommendations. However, the project was put on hold due to CMAP current budget issues.

5. Provide staff support for the Chicago Community Land Trust/IFF development feasibility study towards local and regional goals. (First through fourth quarters)

Accomplished. The IFF study has been completed.

V. *Provide Effective Governance.*

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

Staff updated demographic, business, and housing information for the promotion of the Village. This information is also regularly updated on the Village website. List of available properties list and flyers customized for various sites posted on the website, and also used as marketing materials during conferences. Sub-area and corridor plans and reports are uploaded on village website as well.

2. Training and continuing education for Director, Planner and Administrative Secretary to maintain current professional capacities and certifications and further zoning and economic development knowledge and skills. (First through fourth quarters)

Director and Planner continued professional education through various seminars and events offered by the American Planning Association and other institutions to stay current on best practices and

also receive continuing education credits required to maintain American Institute of Certified Planners Certification (AICP).

3. Partner with Cook and DuPage Counties to use their GIS data to create user-friendly maps for residents and Village departments. (third and fourth quarter)

Ongoing. Staff partnered with DuPage County and was able to use their data to generate an up-to-date Zoning map for our use – free of cost to the Village. This map has already assisted staff in using the data for land use analysis. GIS was also used for the analysis related to land use and zoning analysis related to predatory lending uses, which was used to formulate zoning recommendations. Staff has also used this technology for the creation of available properties maps, which are used to promote development and leasing of space to potential businesses and developers and posted on the Village website. A large amount of Public Works and Engineering data that the Village had gathered in AutoCAD has been converted by DuPage GIS into layers of GIS info.

Other Miscellaneous Accomplishments and Activities:

1. Community Development Staff partnered with ACCION Chicago to co-host the first ever Hanover Park Small Business Workshop and Resource Fair. This successful event drew over 80 attendees with 14 organizations who are available to help our community entrepreneurs grow or start their business venture. Staff will continue working with ACCION Chicago to host more events in the future.
2. Staff started partnering with other non-profit organizations, such as the Women’s Business Development Center, to extend our outreach to the small business community. There are many local organizations that cater to the small businesses and our goal is to educate our small businesses with the resources that are available to them in order to either start a business or grow their current venture.
3. Community Development Staff is working along with the Clerk’s Office and Habitat for Humanity to assist the Tanglewood-Greenbrook neighborhood through Habitat’s Neighborhood Revitalization program. This program is a four year endeavor where Habitat for Humanity to re-invest in this neighborhood and offer a series of programs to assist the local residents. The goal of the program is to increase home-ownership, stabilize the neighborhood and increase the level of investment.
4. Staff is partnering with other nearby communities in forming the “Next Level Northwest Business Accelerator”. This group will assist level II businesses that are looking to expand their operations and need the technical expertise to reach their full potential. This group will help give our business community an advantage by offering a level of service that cannot be found anywhere else which gives us an additional advantage when attracting and retaining medium size businesses.
5. Community Development staff has been working with Public Works to apply for \$611,000 in grants for infrastructure projects through the Community Development Block Grant program. This federal grant is administered through DuPage County Community Development Commission and the Village is applying for two grant applications for street reconstruction and watermain replacement for both Greenbrook Court and Ontarioville Road (between Church and County Farm Roads). Obtaining these grants will leverage alternative resources to reinvest in our community’s infrastructure and it will also free up funds for other capital improvement projects.
6. The Hanover Park Chamber of Commerce merged with the Bartlett Chamber of Commerce to form the Bartlett Area Chamber of Commerce. The new chamber is large, active and has lots of events

to help promote the business community of both municipalities. Director Govind sits on the Board of Directors for the Chamber to ensure that the Village of Hanover Park is equally represented.

2017 OBJECTIVES:

Financial Health

1. Continue conducting Business Retention Surveys of major employers in town to improve the business environment and address any major issues that are identified in the process. (First through fourth quarters)
2. Update the on-line Business Directory to provide information on local businesses. (First through fourth quarters)
3. Continue the Shop Hanover Park program, with coupons, information, and events. (First through fourth quarters)
4. Continue research and submit for applicable grant programs to address needs as established. (First through fourth quarters)

Focused Economic Development and Redevelopment

1. Actively research and promote development opportunities in the Village Center and Irving Park Corridor planning areas. (First through fourth quarters)
2. Update on-line database of all available sites and upload on Village website.
3. Attend and/or host real estate and business developer and tenant events showcasing real estate and business opportunities within the Village. (First through fourth quarters)
4. Oversee completion of remaining work per Redevelopment Agreement and buildout and leasing of vacant spaces in the Hanover Square Shopping Center. (First through fourth quarters)
5. Oversee and encourage development and redevelopment in all TIF Areas (3, 4 and 5). (First through fourth quarters)

Maintain and Enhance Infrastructure

1. Implement infrastructure, land use, and development recommendations from the Village Center and Transit Oriented Development (TOD) Plan. (First through fourth quarters)
2. Implement infrastructure, land use, and development recommendations from the Irving Park Road Corridor Study where practical. (First through fourth quarters)

Effective Governance

1. Provide up-to-date information regarding demographics, regulations, and development potential on the Village website. (First through fourth quarters)
2. Training and continuing education for Director, Planner and Administrative Secretary to maintain current professional capacities and certifications and further zoning and economic development knowledge and skills. (First through fourth quarters)
3. Partner with Cook and DuPage Counties to use their GIS data to create user-friendly maps for residents and Village departments. (Third and fourth quarter)

Community Image and Identity

1. Coordinate the establishment of a Historic Preservation Commission in the Village. (Second and third quarter)
2. Continue completion of Zoning Code update. (First through fourth quarters)
3. Draft updated signage regulations balancing the Village's overall goals with the needs of the business community. (First through fourth quarters)
4. Assist in the implementation of current zoning and sign codes through timely review of building and sign applications and processing of development applications. (First through fourth quarters)
5. Coordinate with CMAP in providing data and developing a regional housing study (Homes for a Changing Region) to help project supply and demand trends and develop a long-term housing policy plan. (First through fourth quarters)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

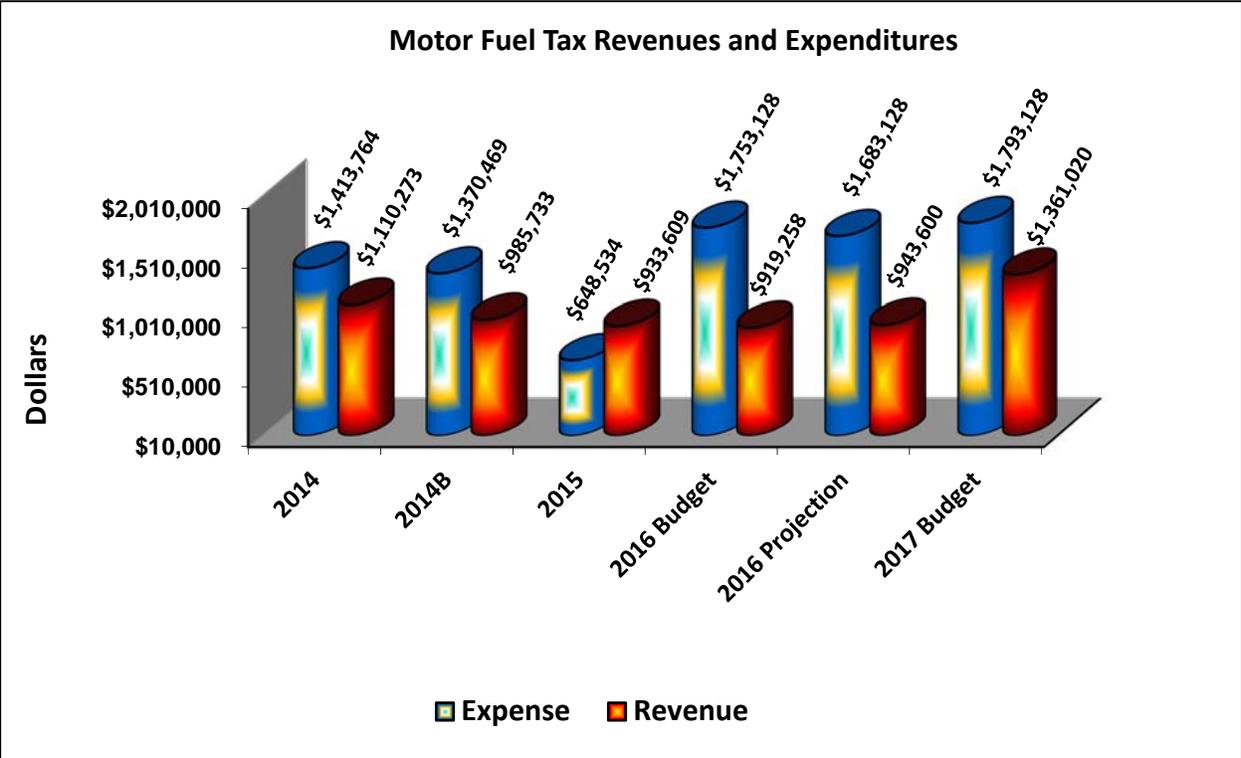
Fund 010 - General Fund

Department 9200 - Economic Development

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 186,095	\$ 141,073	\$ 203,674	\$ 228,367	\$ 228,367	\$ 233,288
401-412	Salaries - Part - Time	-	-	6,292	5,000	8,545	13,000
401-421	Overtime Compensation	16,092	8,504	7,429	10,000	10,000	10,000
401-441	State Retirement	30,639	21,930	28,436	34,154	34,154	33,395
401-442	Social Security	15,674	10,939	17,094	18,548	18,548	18,910
401-444	Employee Insurance	25,187	22,392	24,619	39,115	39,115	21,293
Total Personal Services		273,688	204,839	287,543	335,184	338,729	329,886
402-411	Office Supplies	1,115	562	1,254	1,500	1,500	1,000
402-413	Memberships / Subscriptions	2,536	1,503	1,836	2,910	2,910	16,645
402-414	Books / Publications / Maps	21	-	-	200	200	200
Total Commodities		3,672	2,064	3,090	4,610	4,610	17,845
403-412	Postage	4,179	7,691	12,731	13,080	13,080	12,800
403-417	Tax Incentive Payments	-	1,335,487	2,675,396	2,347,670	2,347,670	2,025,000
403-436	Maintenance Agreements	-	637	1,702	1,104	1,236	1,368
403-452	Vehicle Maintenance & Replacement	4,000	4,000	4,000	4,000	4,000	4,000
403-461	Consulting Services	14,074	7,378	777	20,000	20,000	10,000
403-470	Binding & Printing	22,765	8,275	14,982	16,500	16,500	15,700
403-471	Schools / Conferences / Meetings	10,306	4,415	5,844	10,950	10,950	12,566
403-472	Transportation	483	281	1,910	3,500	3,500	3,125
403-491	Special Events	-	-	-	750	250	750
Total Contractual Services		55,808	1,368,162	2,717,340	2,417,554	2,417,186	2,085,309
Total Economic Development		\$ 333,167	\$ 1,575,065	\$ 3,007,973	\$ 2,757,348	\$ 2,760,525	\$ 2,433,040

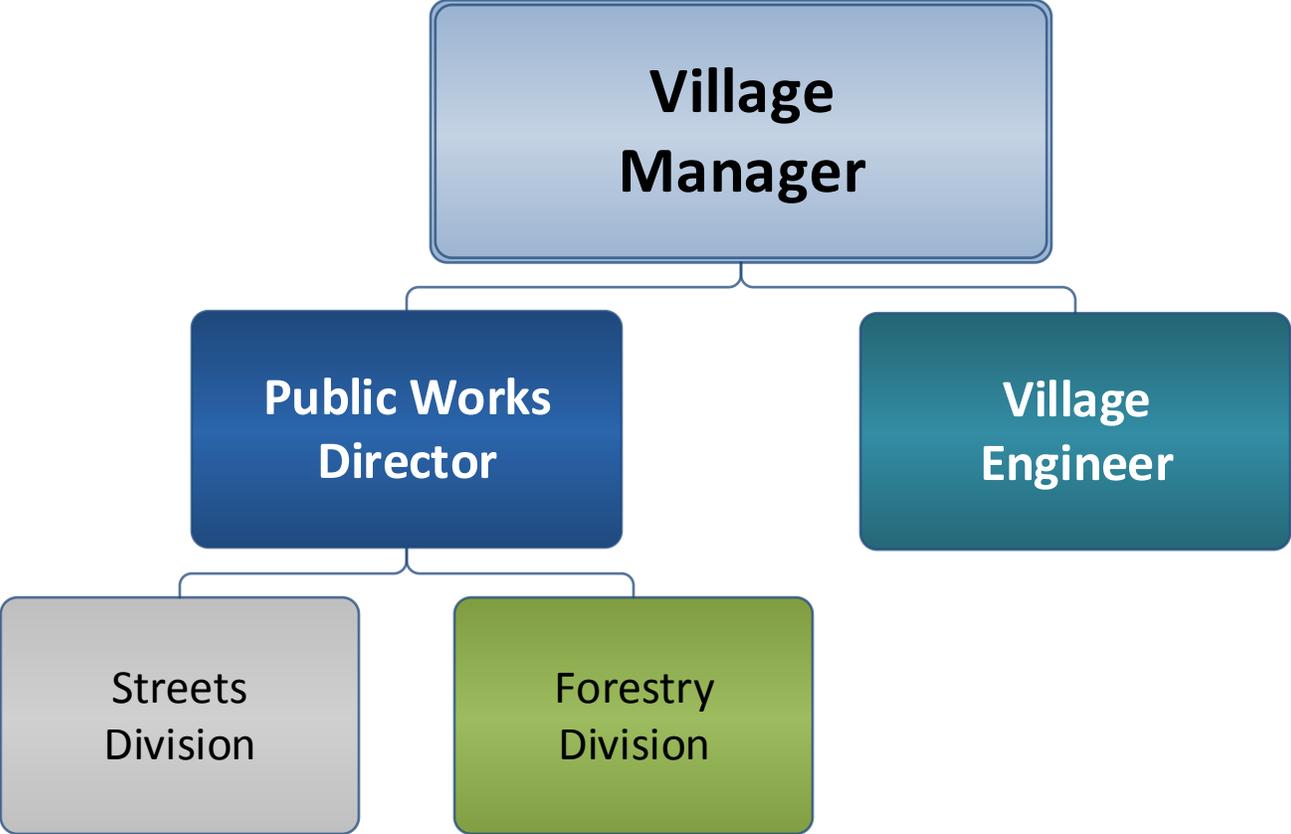
MOTOR FUEL TAX FUND

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



The Motor Fuel Tax Fund is used for street maintenance, street resurfacing, and signal upgrade projects. The funds are authorized by the Illinois Department of Transportation and are appropriated as part of the Village's share of the gasoline tax. Motor Fuel Tax funds are also used for street cleaning, street sweeping, and snow removal operations.

011 – Motor Fuel Tax Fund



011 - MOTOR FUEL TAX FUND

GOALS

To assure the Village of Hanover Park receives its proportionate share of the Illinois State Fuel Tax. The funds provide for the construction, operation, and maintenance of the Village's transportation and drainage network.

DESCRIPTION OF FUNCTIONS

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

Through this funding the Village provides the following activities:

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

Provide local matching funds for federal grant programs under which arterial and collector streets in the Village are constructed or reconstructed.

Snow removal and ice control. This activity includes plowing of snow after two inches or more and the salting of all intersections.

Traffic signals. This activity includes an annual maintenance contract.

Maintenance of the Village's roadway lighting systems.

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

III. Is fiscally responsible and transparent

1. To provide expanded funding for the annual street resurfacing program. (On-going)
2. To provide funding for the annual sidewalk and curb and gutter replacement program at an expanded level. (Second Quarter)
3. To provide funding for the annual crack filling program on various Village streets. (Second quarter)
4. Investigate using new methods to expand MFT resurfacing funds. (On-going)

2017 OBJECTIVES

III. Maintain and Enhance Infrastructure

1. Investigate using new methods to expand MFT resurfacing funds. (On-going)
2. To provide expanded funding for the annual street resurfacing program. (On-going)
3. Oversee the Barrington Road Street Lighting Project. (On-going)

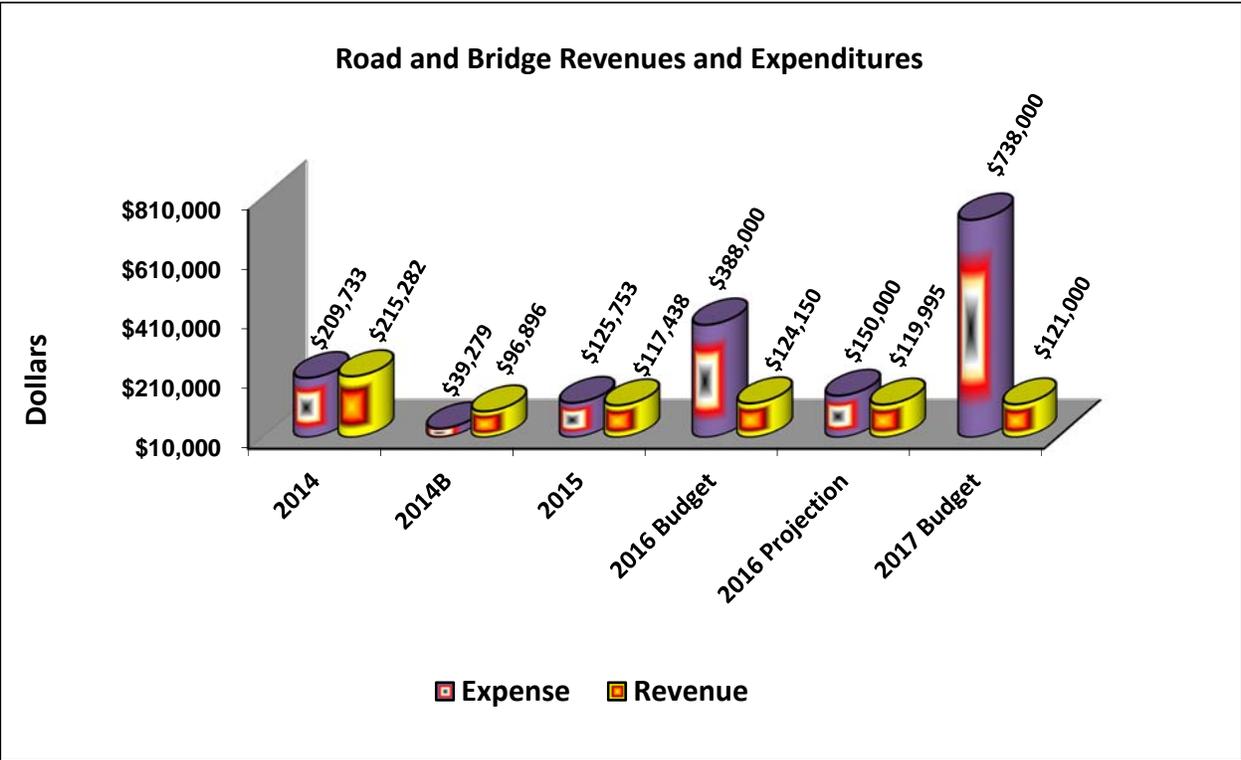
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 11 - Motor Fuel Tax Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
331-303 Motor Fuel Tax	\$ 1,105,799	\$ 981,665	\$ 928,341	\$ 915,908	\$ 940,000	\$ 956,920
Total Intergovernmental Revenue	<u>1,105,799</u>	<u>981,665</u>	<u>928,341</u>	<u>915,908</u>	<u>940,000</u>	<u>956,920</u>
361-300 Interest on Investments	4,474	2,493	3,693	2,650	1,500	2,000
Total Investment Income	<u>4,474</u>	<u>2,493</u>	<u>3,693</u>	<u>2,650</u>	<u>1,500</u>	<u>2,000</u>
380-311 Reimb Exp-MFT	-	1,575	1,575	700	2,100	2,100
Total Miscellaneous Revenue	<u>-</u>	<u>1,575</u>	<u>1,575</u>	<u>700</u>	<u>2,100</u>	<u>2,100</u>
391-305 Interfund Road and Bridge	-	-	-	-	-	400,000
Total Interfund Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>400,000</u>
Total Revenues and Other Financing Sources	<u>\$ 1,110,273</u>	<u>\$ 985,733</u>	<u>\$ 933,609</u>	<u>\$ 919,258</u>	<u>\$ 943,600</u>	<u>\$ 1,361,020</u>
Expenditures and Other Financing Uses						
401-411 Salaries - Regular	\$ 104,587	\$ 41,164	\$ (608)	\$ -	\$ -	\$ -
401-421 Overtime Compensation	348	1,833	(250)	-	-	-
401-428 On Call Premium Pay	-	171	-	-	-	-
401-441 State Retirement	15,552	6,292	(115)	-	-	-
401-442 Social Security	7,898	3,060	(65)	-	-	-
401-444 Employee Insurance	27,349	5,561	4,523	-	-	-
Total Personal Services	<u>155,734</u>	<u>58,081</u>	<u>3,485</u>	<u>-</u>	<u>-</u>	<u>-</u>
402-427 Materials & Supplies	110,493	6,761	130,776	232,500	232,500	124,000
Total Commodities	<u>110,493</u>	<u>6,761</u>	<u>130,776</u>	<u>232,500</u>	<u>232,500</u>	<u>124,000</u>
403-415 Street Lighting	51,740	33,354	60,279	51,000	63,000	65,000
403-435 M & R - Streets & Bridges	303,808	291,245	332,417	348,000	348,000	335,000
403-436 Maintenance Agreements	24,483	20,467	28,020	31,128	31,128	31,628
403-437 M & R - Other Equipment	102	530	4,111	2,500	2,500	2,500
Total Contractual Services	<u>380,133</u>	<u>345,596</u>	<u>424,826</u>	<u>432,628</u>	<u>444,628</u>	<u>434,128</u>
413-422 Improvement Other Than Buildings	767,404	960,031	89,448	1,088,000	1,006,000	1,235,000
Total Capital Outlay	<u>767,404</u>	<u>960,031</u>	<u>89,448</u>	<u>1,088,000</u>	<u>1,006,000</u>	<u>1,235,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,413,764</u>	<u>\$ 1,370,469</u>	<u>\$ 648,534</u>	<u>\$ 1,753,128</u>	<u>\$ 1,683,128</u>	<u>\$ 1,793,128</u>
Net Change in Fund Balance	<u>\$ (303,491)</u>	<u>\$ (384,736)</u>	<u>\$ 285,075</u>	<u>\$ (833,870)</u>	<u>\$ (739,528)</u>	<u>\$ (432,108)</u>
Beginning Fund Balance	<u>1,636,448</u>	<u>1,332,957</u>	<u>948,221</u>	<u>1,233,296</u>	<u>1,233,296</u>	<u>493,768</u>
Ending Fund Balance	<u>\$ 1,332,957</u>	<u>\$ 948,221</u>	<u>\$ 1,233,296</u>	<u>\$ 399,426</u>	<u>\$ 493,768</u>	<u>\$ 61,660</u>

ROAD AND BRIDGE FUND

The Road and Bridge Fund – used to account for the revenues and expenditures for the operation and maintenance of Village roads and bridges. Financing provided by the Township’s annual property tax levy and contributions from other government agencies.



The Road and Bridge Fund is used for maintenance of bridges, street resurfacing material testing, street/bike path plan preparation and Barrington Road Phase 3, Arlington Road Bridge Phase 1&2 Engineering, Street Program Design and a Transfer to Motor Fuel Tax for Fiscal Year 2017.

012 – Road and Bridge Fund



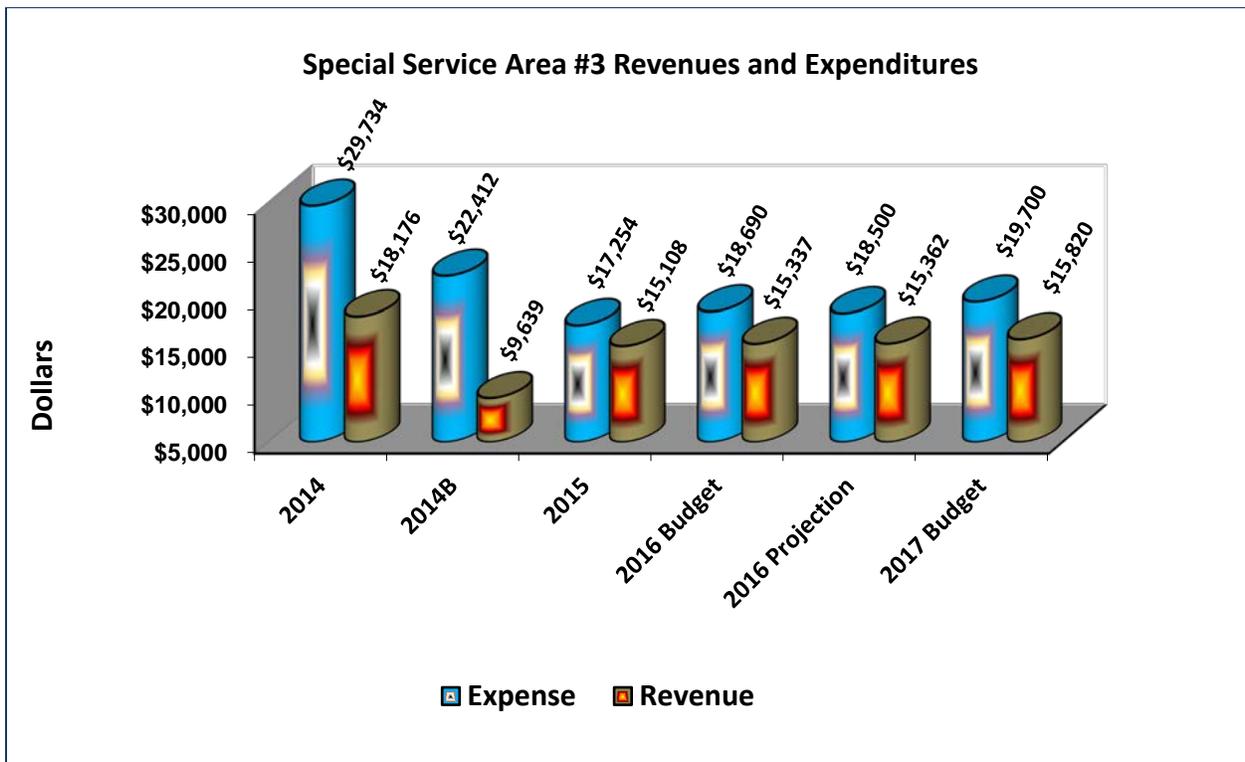
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 12 - Road and Bridge Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-304 Township Tax Levy - Current	\$ 122,016	\$ 82,417	\$ 116,544	\$ 122,000	\$ 119,000	\$ 120,000
Total Taxes	<u>122,016</u>	<u>82,417</u>	<u>116,544</u>	<u>122,000</u>	<u>119,000</u>	<u>120,000</u>
331-301 Personal Property Replacement	2,874	345	490	2,000	495	500
332-301 State Grants	87,518	12,500	-	-	-	-
Total: Intergovernmental Revenue	<u>90,392</u>	<u>12,845</u>	<u>490</u>	<u>2,000</u>	<u>495</u>	<u>500</u>
361-300 Interest On Investments	2,874	1,635	405	150	500	500
Total Investment Income	<u>2,874</u>	<u>1,635</u>	<u>405</u>	<u>150</u>	<u>500</u>	<u>500</u>
Total Revenues and Other Financing Sources	<u>\$ 215,282</u>	<u>\$ 96,896</u>	<u>\$ 117,438</u>	<u>\$ 124,150</u>	<u>\$ 119,995</u>	<u>\$ 121,000</u>
Expenditures and Other Financing Uses						
403-464 Engineering Services	\$ 150,013	\$ 17,529	\$ 69,717	\$ 388,000	\$ 150,000	\$ 338,000
Total Contractual Services	<u>150,013</u>	<u>17,529</u>	<u>69,717</u>	<u>388,000</u>	<u>150,000</u>	<u>338,000</u>
412-403 Interfund Motor Fuel Tax	-	-	-	-	-	400,000
Total Interfund Transfer	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>400,000</u>
413-422 Improvement Other Than Buildings	59,720	21,750	56,036	-	-	-
Total Capital Outlay	<u>59,720</u>	<u>21,750</u>	<u>56,036</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 209,733</u>	<u>\$ 39,279</u>	<u>\$ 125,753</u>	<u>\$ 388,000</u>	<u>\$ 150,000</u>	<u>\$ 738,000</u>
Net Change in Fund Balance	<u>\$ 5,549</u>	<u>\$ 57,618</u>	<u>\$ (8,315)</u>	<u>\$ (263,850)</u>	<u>\$ (30,005)</u>	<u>\$ (617,000)</u>
Beginning Fund Balance	<u>871,447</u>	<u>876,996</u>	<u>934,614</u>	<u>926,299</u>	<u>926,299</u>	<u>896,294</u>
Ending Fund Balance	<u>\$ 876,996</u>	<u>\$ 934,614</u>	<u>\$ 926,299</u>	<u>\$ 662,449</u>	<u>\$ 896,294</u>	<u>\$ 279,294</u>

SPECIAL SERVICE AREA #3 FUND

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



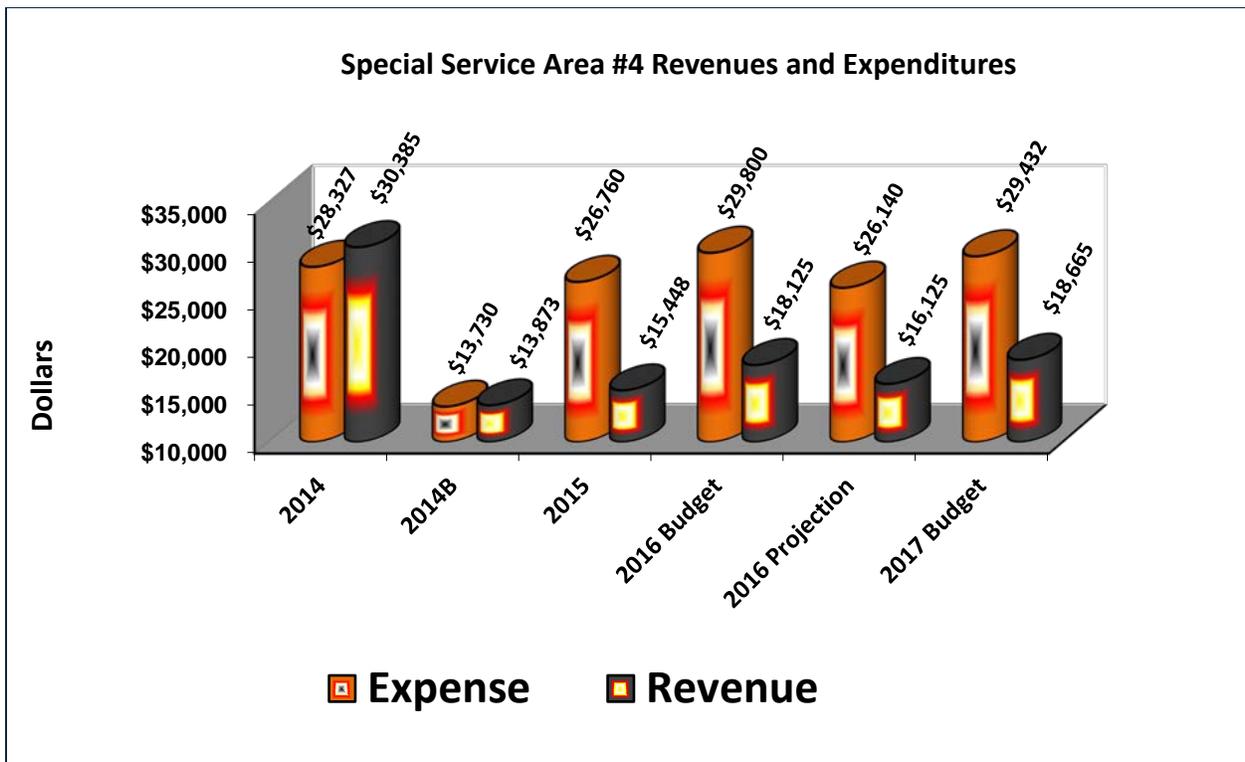
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 13 - Special Service Area #3 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 3	\$ 18,010	\$ 9,547	\$ 15,088	\$ 15,262	\$ 15,262	\$ 15,720
Total Taxes	<u>18,010</u>	<u>9,547</u>	<u>15,088</u>	<u>15,262</u>	<u>15,262</u>	<u>15,720</u>
361-300 Interest On Investments	166	92	20	75	100	100
Total Investment Income	<u>166</u>	<u>92</u>	<u>20</u>	<u>75</u>	<u>100</u>	<u>100</u>
Total Revenues and Other Financing Sources	<u>\$ 18,176</u>	<u>\$ 9,639</u>	<u>\$ 15,108</u>	<u>\$ 15,337</u>	<u>\$ 15,362</u>	<u>\$ 15,820</u>
Expenditures and Other Financing Uses						
403-451 Equipment Rentals	\$ 22,489	\$ 15,359	\$ 17,254	\$ 18,690	\$ 18,500	\$ 19,700
Total Contractual Services	<u>22,489</u>	<u>15,359</u>	<u>17,254</u>	<u>18,690</u>	<u>18,500</u>	<u>19,700</u>
Total Operating Expenditures	<u>22,489</u>	<u>15,359</u>	<u>17,254</u>	<u>18,690</u>	<u>18,500</u>	<u>19,700</u>
413-422 Improvement Other Than Buildings	7,245	7,053	-	-	-	-
Total Capital Outlay	<u>7,245</u>	<u>7,053</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 29,734</u>	<u>\$ 22,412</u>	<u>\$ 17,254</u>	<u>\$ 18,690</u>	<u>\$ 18,500</u>	<u>\$ 19,700</u>
Net Change in Fund Balance	<u>\$ (11,558)</u>	<u>\$ (12,773)</u>	<u>\$ (2,146)</u>	<u>\$ (3,353)</u>	<u>\$ (3,138)</u>	<u>\$ (3,880)</u>
Beginning Fund Balance	<u>68,510</u>	<u>56,952</u>	<u>44,179</u>	<u>42,033</u>	<u>42,033</u>	<u>38,895</u>
Ending Fund Balance	<u>\$ 56,952</u>	<u>\$ 44,179</u>	<u>\$ 42,033</u>	<u>\$ 38,680</u>	<u>\$ 38,895</u>	<u>\$ 35,015</u>

SPECIAL SERVICE AREA #4 FUND

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



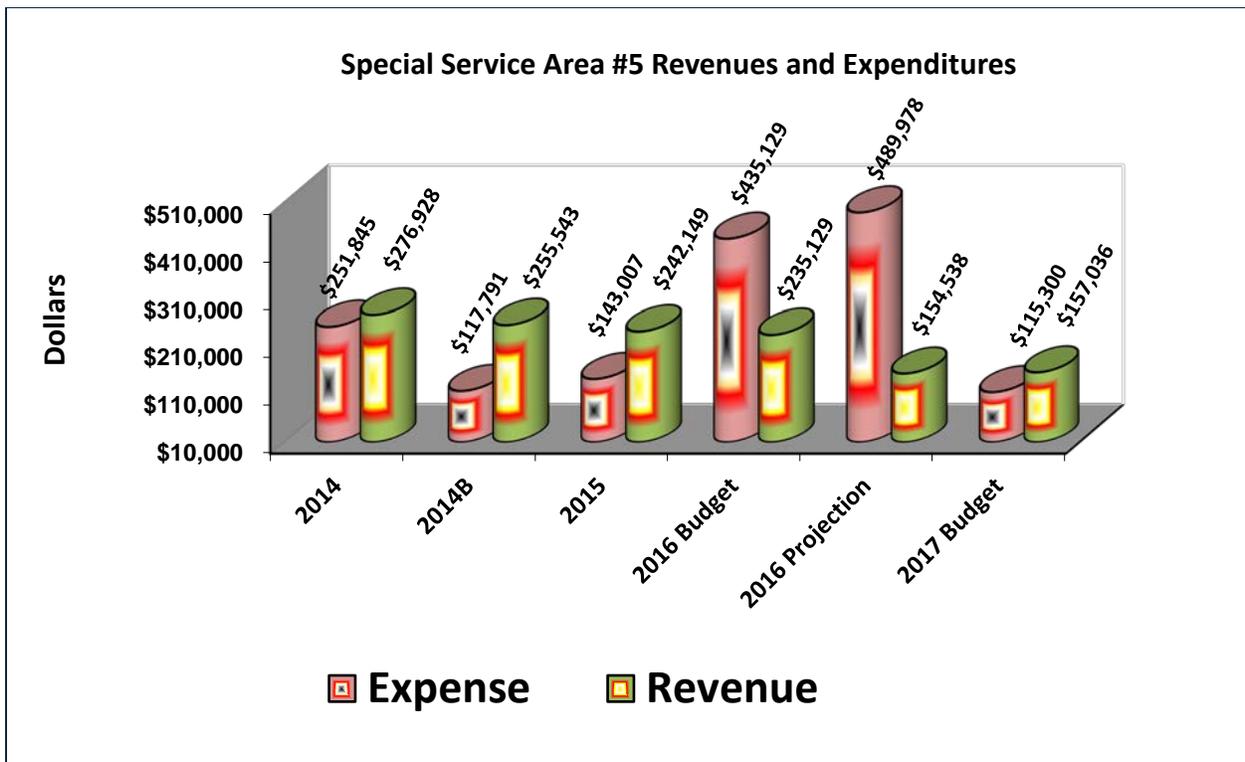
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 14 - Special Service Area #4 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 4	\$ 30,274	\$ 13,811	\$ 15,419	\$ 18,000	\$ 16,000	\$ 18,540
Total Taxes	<u>30,274</u>	<u>13,811</u>	<u>15,419</u>	<u>18,000</u>	<u>16,000</u>	<u>18,540</u>
361-300 Interest On Investments	111	62	29	125	125	125
Total Investment Income	<u>111</u>	<u>62</u>	<u>29</u>	<u>125</u>	<u>125</u>	<u>125</u>
Total Revenues and Other Financing Sources	<u>\$ 30,385</u>	<u>\$ 13,873</u>	<u>\$ 15,448</u>	<u>\$ 18,125</u>	<u>\$ 16,125</u>	<u>\$ 18,665</u>
Expenditures and Other Financing Uses						
403-412 Postage	\$ -	\$ -	\$ 101	\$ -	\$ 140	\$ 1,000
403-451 Equipment Rentals	28,327	13,730	26,659	29,800	26,000	28,432
Total Contractual Services	<u>28,327</u>	<u>13,730</u>	<u>26,760</u>	<u>29,800</u>	<u>26,140</u>	<u>29,432</u>
Total Expenditures and Other Financing Uses	<u>\$ 28,327</u>	<u>\$ 13,730</u>	<u>\$ 26,760</u>	<u>\$ 29,800</u>	<u>\$ 26,140</u>	<u>\$ 29,432</u>
Net Change in Fund Balance	<u>\$ 2,058</u>	<u>\$ 143</u>	<u>\$ (11,312)</u>	<u>\$ (11,675)</u>	<u>\$ (10,015)</u>	<u>\$ (10,767)</u>
Beginning Fund Balance	<u>71,883</u>	<u>73,941</u>	<u>74,084</u>	<u>62,772</u>	<u>62,772</u>	<u>52,757</u>
Ending Fund Balance	<u>\$ 73,941</u>	<u>\$ 74,084</u>	<u>\$ 62,772</u>	<u>\$ 51,097</u>	<u>\$ 52,757</u>	<u>\$ 41,990</u>

SPECIAL SERVICE AREA #5 FUND

The Special Service Area #5 Fund – accounts for financing of public improvements, scavenger services for the Greenbrook / Tanglewood multifamily housing units. Initial funding was provided by an advance from the General Fund. Resources include special service area property taxes.



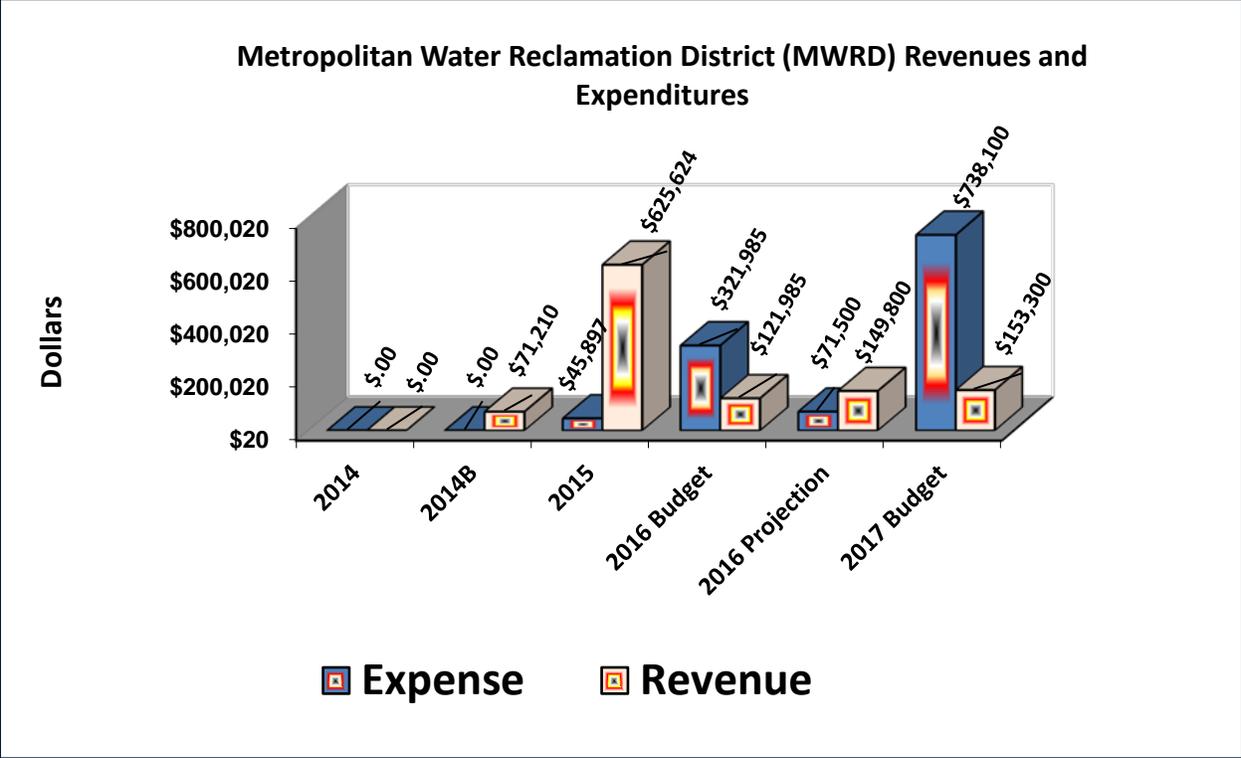
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 15 - Special Service Area #5

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 5	\$ 276,872	\$ 255,514	\$ 241,993	\$ 235,029	\$ 154,363	\$ 156,986
Total Taxes	<u>276,872</u>	<u>255,514</u>	<u>241,993</u>	<u>235,029</u>	<u>154,363</u>	<u>156,986</u>
361-300 Interest On Investments	56	29	157	100	175	50
Total Investment Income	<u>56</u>	<u>29</u>	<u>157</u>	<u>100</u>	<u>175</u>	<u>50</u>
Total Revenues and Other Financing Sources	<u>\$ 276,928</u>	<u>\$ 255,543</u>	<u>\$ 242,149</u>	<u>\$ 235,129</u>	<u>\$ 154,538</u>	<u>\$ 157,036</u>
Expenditures and Other Financing Uses						
403-412 Postage	\$ 298	\$ 94	\$ 1	\$ 50	\$ -	\$ -
403-451 Equipment Rentals	96,392	92,165	85,778	104,933	104,933	113,300
403-461 Consulting Services	-	-	774	-	-	-
403-462 Legal Services	-	-	688	-	1,290	2,000
Total Contractual Services	<u>96,690</u>	<u>92,258</u>	<u>87,242</u>	<u>104,983</u>	<u>106,223</u>	<u>115,300</u>
413-422 Improvement Other Than Buildings	155,155	25,533	55,765	330,146	383,755	-
Total Capital Outlay	<u>155,155</u>	<u>25,533</u>	<u>55,765</u>	<u>330,146</u>	<u>383,755</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 251,845</u>	<u>\$ 117,791</u>	<u>\$ 143,007</u>	<u>\$ 435,129</u>	<u>\$ 489,978</u>	<u>\$ 115,300</u>
Net Change in Fund Balance	<u>\$ 25,083</u>	<u>\$ 137,752</u>	<u>\$ 99,143</u>	<u>\$ (200,000)</u>	<u>\$ (335,440)</u>	<u>\$ 41,736</u>
Beginning Fund Balance	<u>122,987</u>	<u>148,070</u>	<u>285,822</u>	<u>384,965</u>	<u>384,965</u>	<u>49,525</u>
Ending Fund Balance	<u>\$ 148,070</u>	<u>\$ 285,822</u>	<u>\$ 384,965</u>	<u>\$ 184,965</u>	<u>\$ 49,525</u>	<u>\$ 91,261</u>

MWRD FIELDS FUND

The Metropolitan Water Reclamation District (MWRD) Fields Fund was created by Village board action in November, 2014 to account for the activities associated with the maintenance and improvements to the leased athletic fields (39 years). Revenues include video terminal license fee and video gaming taxes.



DEPARTMENT OF PUBLIC WORKS

17 – METROPOLITAN WATER RECLAMATION DISTRICT PROPERTY

GOALS

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

DESCRIPTION OF FUNCTIONS

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

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Continue aesthetic improvements including signage, paint and fencing. (First through fourth quarter)
Field improvements were completed.
2. Investigate funding opportunities to improve ball field entrance and installation of new entryway. (Third quarter)
Ongoing.
3. Continue to work at improvements to the MWRD ballfields, for safety and appearance. (Third quarter)
Work with Gewalt-Hamilton Associates, Inc. on rework of 2013 plan.

ADDITIONAL ACCOMPLISHMENTS

1. Held field dedication.
2. Purchased field goal posts.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Investigate funding/debt instruments to improve sports complex. (First quarter)
2. Complete Phase 1 design. (First quarter)
3. Bid Phase 1 design. (Second quarter)
4. Build Phase 1 design. (Third and Fourth quarter)

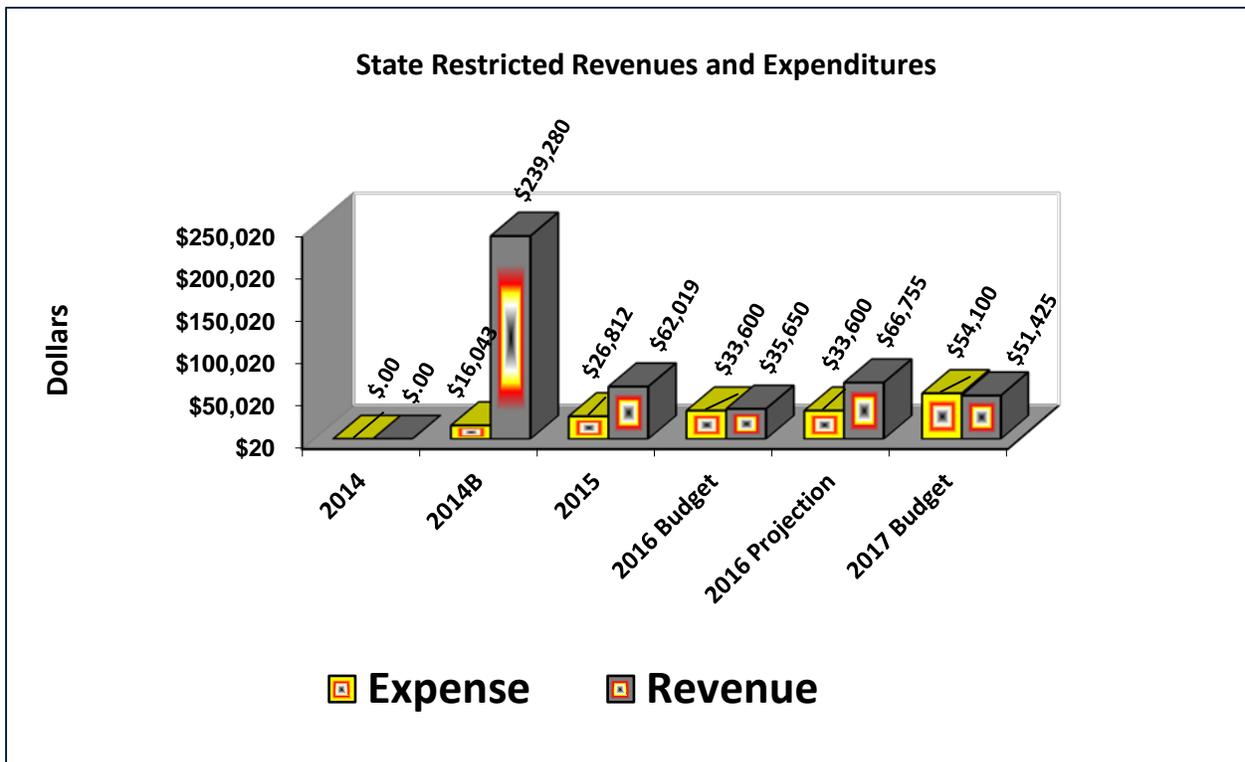
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 17 - Metropolitan Water Reclamation District Fields Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources							
314-306	Video Gaming Tax	\$ -	\$ 49,400	\$ 110,406	\$ 109,385	\$ 134,000	\$ 138,000
	Total Taxes	-	49,400	110,406	109,385	134,000	138,000
322-304	Video Gaming Terminal Permits	-	2,500	15,000	12,500	15,000	15,000
	Total Permits & Fees	-	2,500	15,000	12,500	15,000	15,000
332-303	Other Government Grants	-	-	500,000	-	-	-
	Total: Intergovernmental Revenue	-	-	500,000	-	-	-
361-300	Interest On Investments	-	1	218	100	800	300
	Total Investment Income	-	1	218	100	800	300
391-301	Interfund General Fund	-	19,309	-	-	-	-
	Total Interfund Transfer	-	19,309	-	-	-	-
	Total Revenues and Other Financing Sources	\$ -	\$ 71,210	\$ 625,624	\$ 121,985	\$ 149,800	\$ 153,300
Expenditures and Other Financing Uses							
403-436	Maintenance Agreements	\$ -	-	\$ 23,436	\$ 26,500	\$ 26,500	\$ 28,100
403-464	Engineering Services	-	-	4,730	10,000	10,000	10,000
	Total Contractual Services	-	-	28,166	36,500	36,500	38,100
413-422	Improvement Other Than Buildings	-	-	17,731	285,485	35,000	700,000
	Total Capital Outlay	-	-	17,731	285,485	35,000	700,000
	Total Expenditures and Other Financing Uses	\$ -	\$ -	\$ 45,897	\$ 321,985	\$ 71,500	\$ 738,100
	Net Change in Fund Balance	\$ -	\$ 71,210	\$ 579,727	\$ (200,000)	\$ 78,300	\$ (584,800)
	Beginning Fund Balance	-	-	71,210	650,937	650,937	729,237
	Ending Fund Balance	\$ -	\$ 71,210	\$ 650,937	\$ 450,937	\$ 729,237	\$ 144,437

STATE RESTRICTED FUND

The State Restricted Fund - account for the revenues and expenditures of proceeds from asset seizures. It is the result of a sharing agreement the police department has with the State of Illinois. These funds are generated through joint investigations with the state that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items.



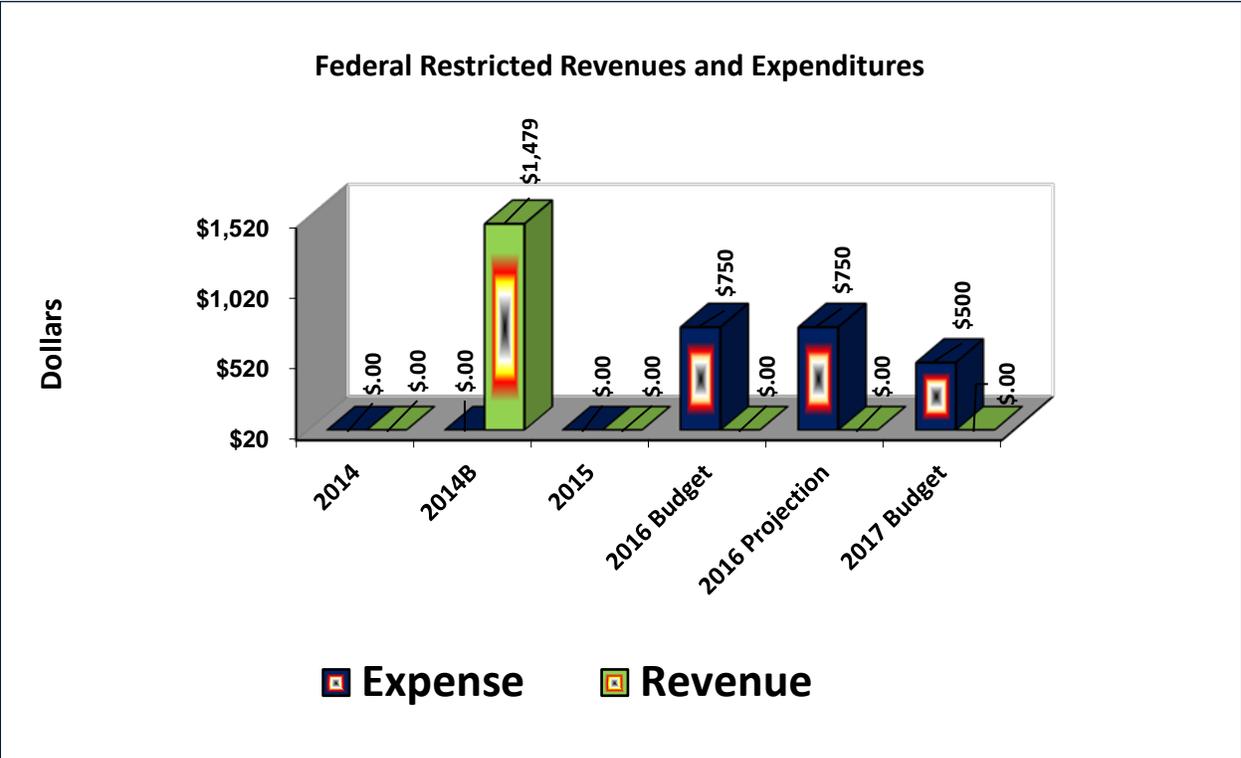
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 18 - State Restricted Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources							
351-306	DUI Fines	\$ -	\$ 19,171	\$ 24,119	\$ 20,000	\$ 30,000	\$ 25,000
351-308	Traffic Court Supervision	-	14,759	16,384	12,300	16,000	15,000
351-311	Violent Offender Reg. Fees	-	-	20	-	30	-
Total Fines & Fees		-	33,930	40,522	32,300	46,030	40,000
		<hr/>					
361-300	Interest On Investments	-	0	54	50	75	50
Total Investment Income		-	0	54	50	75	50
		<hr/>					
367-300	Drug Forfeiture	-	36,722	20,307	3,000	20,000	10,500
367-301	Sex Offender Fees	-	40	450	300	650	875
367-302	Money Laundering	-	-	687	-	-	-
Total: Intergovernmental Revenue		-	36,762	21,443	3,300	20,650	11,375
		<hr/>					
391-301	Interfund General Fund	-	168,589	-	-	-	-
Total Interfund Transfer		-	168,589	-	-	-	-
		<hr/>					
Total Revenues and Other Financing Sources		\$ -	\$ 239,280	\$ 62,019	\$ 35,650	\$ 66,755	\$ 51,425
		<hr/>					
Expenditures and Other Financing Uses							
403-486	Court Supervision Expense	\$ -	\$ 7,843	\$ -	\$ -	\$ -	\$ -
403-492	Drug Forfeiture Expense	-	6,458	22,099	18,800	18,800	18,800
403-494	DUI Expense	-	1,743	4,713	14,800	14,800	35,300
Total Contractual Services		-	16,043	26,812	33,600	33,600	54,100
		<hr/>					
Total Expenditures and Other Financing Uses		\$ -	\$ 16,043	\$ 26,812	\$ 33,600	\$ 33,600	\$ 54,100
		<hr/>					
Net Change in Fund Balance		\$ -	\$ 223,237	\$ 35,208	\$ 2,050	\$ 33,155	\$ (2,675)
		<hr/>					
Beginning Fund Balance		-	-	223,237	258,445	258,445	291,600
		<hr/>					
Ending Fund Balance		\$ -	\$ 223,237	\$ 258,445	\$ 260,495	\$ 291,600	\$ 288,925
		<hr/>					

FEDERAL RESTRICTED FUND

The Federal Restricted Fund - accounts for the revenues and expenditures of proceeds from asset seizures. It is the result of the equitable sharing agreement the police department has with the Department of Justice. These funds are generated through joint investigations with the federal government that result in the seizure of currency or property utilized in criminal enterprises. Money seized under this agreement can only be used for law enforcement purposes and cannot be utilized to replace or supplant budgeted items.



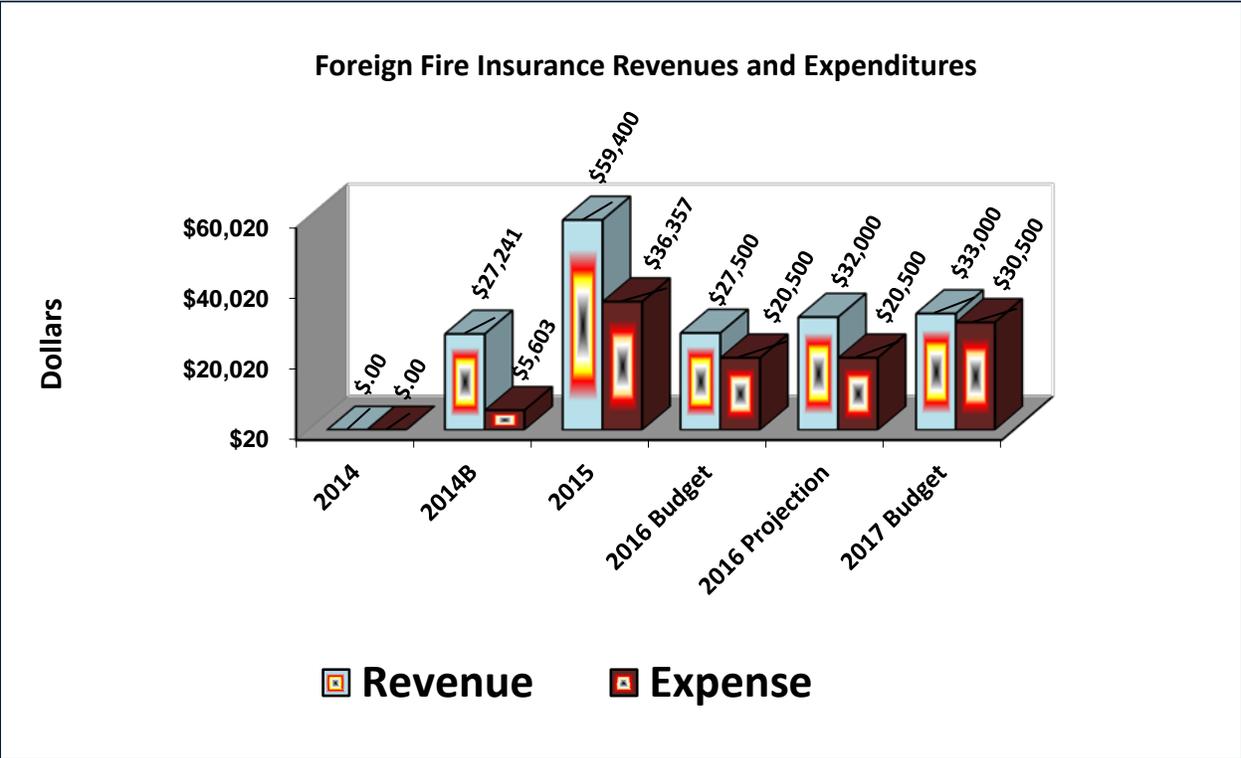
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 19 - Federal Restricted Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources							
391-301	Interfund General Fund	\$ -	\$ 1,479	\$ -	\$ -	\$ -	\$ -
Total Interfund Transfer		-	1,479	-	-	-	-
Total Revenues and Other Financing Sources		\$ -	\$ 1,479	\$ -	\$ -	\$ -	\$ -
Expenditures and Other Financing Uses							
403-492	Drug Forfeiture Expense	\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 500
Total Contractual Services		-	-	-	750	750	500
Total Expenditures and Other Financing Uses		\$ -	\$ -	\$ -	\$ 750	\$ 750	\$ 500
Net Change in Fund Balance		\$ -	\$ 1,479	\$ -	\$ (750)	\$ (750)	\$ (500)
Beginning Fund Balance		-	-	1,479	1,479	1,479	729
Ending Fund Balance		\$ -	\$ 1,479	\$ 1,479	\$ 729	\$ 729	\$ 229

FOREIGN FIRE INSURANCE FUND

The Foreign Fire Insurance Fund – this fund was created to account for the funds provided by the State of Illinois for Foreign Fire Insurance. The expenditures for this program are evaluated and determined by the Foreign Fire Insurance Board, which is comprised of Fire Department members, per state statute. Pursuant to state law, the Foreign Fire Insurance Fund receives its monies from a state tax imposed on fire insurance policies written by insurance companies located outside of the state of Illinois. These funds are intended to provide for the needs of the department as the department sees fit to compensate for what is not provided for by the municipality.



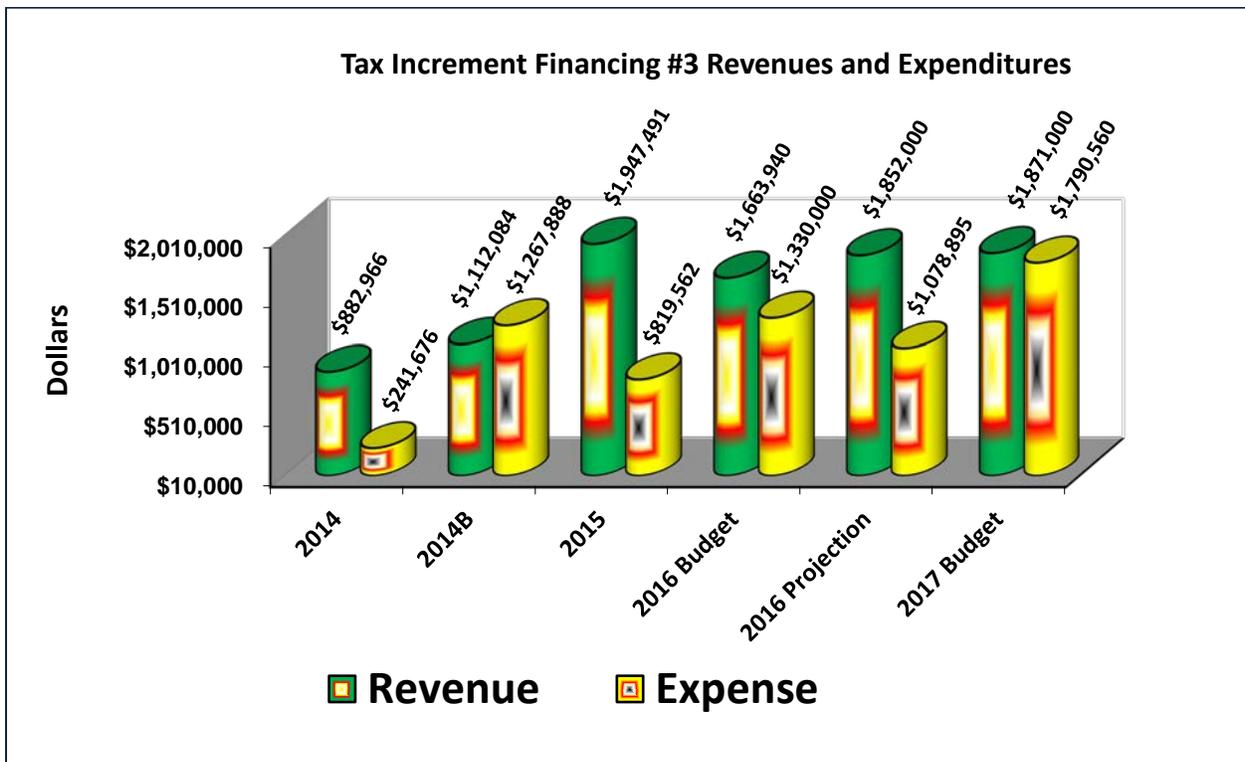
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 20 - Foreign Fire Insurance Tax Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources							
314-305	Foreign Fire Insurance Tax	\$ -	\$ 27,241	\$ 38,360	\$ 27,500	\$ 32,000	\$ 33,000
Total Other Taxes		-	27,241	38,360	27,500	32,000	33,000
389-303	Miscellaneous Income	-	-	331	-	-	-
Total Other Revenues		-	-	331	-	-	-
391-301	Interfund General Fund	-	-	20,708	-	-	-
Total Interfund Transfer		-	-	20,708	-	-	-
Total Revenues and Other Financing Sources		\$ -	\$ 27,241	\$ 59,400	\$ 27,500	\$ 32,000	\$ 33,000
Expenditures and Other Financing Uses							
402-433	Safety & Protective Equipment	\$ -	\$ -	\$ 852	\$ 11,500	\$ 11,500	\$ 11,500
402-434	Small Tools	-	-	33,507	2,000	2,000	4,000
402-499	Miscellaneous Expense	-	5,603	1,997	7,000	7,000	15,000
Total Commodities		-	5,603	36,357	20,500	20,500	30,500
Total Expenditures and Other Financing Uses		\$ -	\$ 5,603	\$ 36,357	\$ 20,500	\$ 20,500	\$ 30,500
Net Change in Fund Balance		\$ -	\$ 21,638	\$ 23,043	\$ 7,000	\$ 11,500	\$ 2,500
Beginning Fund Balance		-	-	21,638	44,681	44,681	56,181
Ending Fund Balance		\$ -	\$ 21,638	\$ 44,681	\$ 51,681	\$ 56,181	\$ 58,681

TAX INCREMENT FINANCE #3 FUND

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



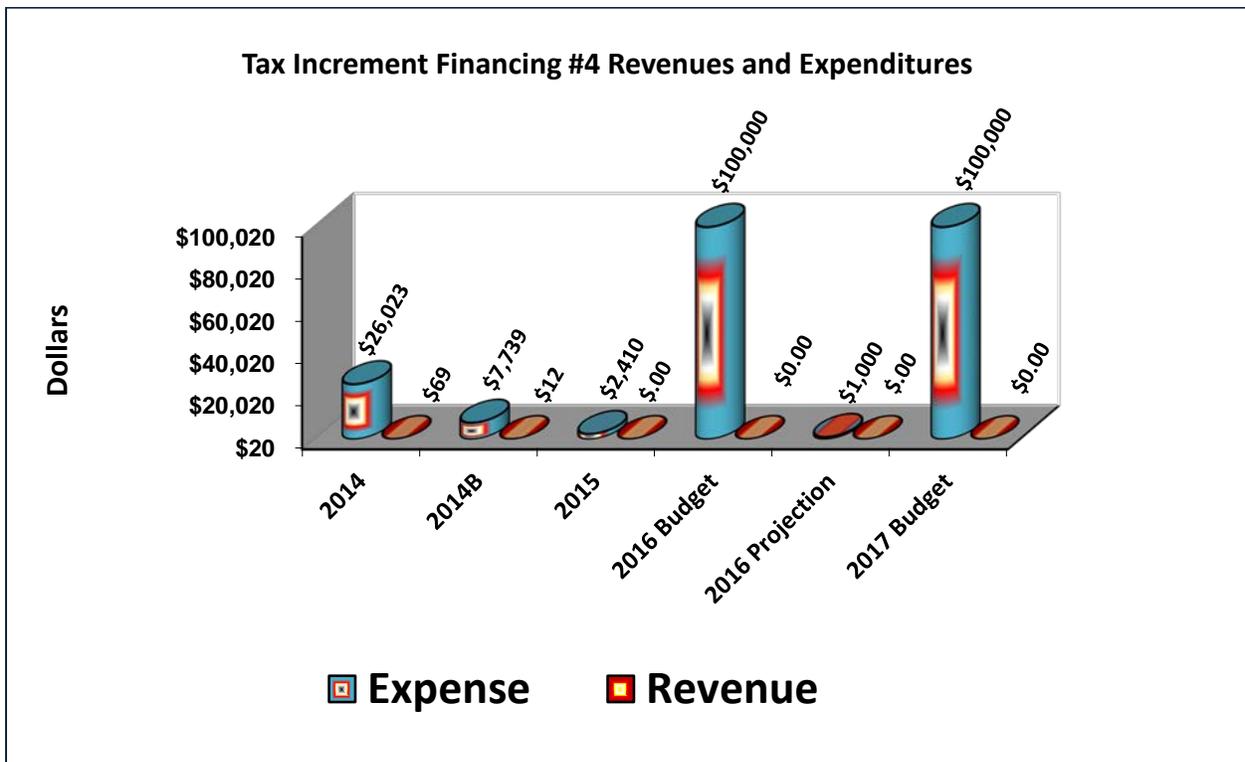
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 33 - Tax Increment Finance District # 3 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-300 Taxes TIF # 3 DuPage	\$ 253,339	\$ 279,970	\$ 237,089	\$ 240,000	\$ 240,000	\$ 245,000
311-301 Taxes TIF # 3 Cook	627,150	830,354	1,611,191	1,422,940	1,610,000	1,624,000
Total Taxes	880,489	1,110,324	1,848,280	1,662,940	1,850,000	1,869,000
361-300 Interest On Investments	2,477	1,761	2,025	1,000	2,000	2,000
Total Investment Income	2,477	1,761	2,025	1,000	2,000	2,000
389-303 Miscellaneous Income	-	-	97,186	-	-	-
Total: Miscellaneous	-	-	97,186	-	-	-
Total Revenues and Other Financing Sources	\$ 882,966	\$ 1,112,084	\$ 1,947,491	\$ 1,663,940	\$ 1,852,000	\$ 1,871,000
Expenditures and Other Financing Uses						
401-411 Salaries - Regular	\$ (1,497)	\$ -	\$ -	\$ -	\$ -	\$ -
401-412 Salaries - Part Time	-	-	-	-	-	13,000
401-421 Overtime Compensation	(539)	-	-	-	-	-
401-441 State Retirement	(302)	-	-	-	-	-
401-442 Social Security	(152)	-	-	-	-	995
Total Personal Services	(2,490)	-	-	-	-	13,995
403-412 Postage	44	-	18	-	20	-
403-461 Consulting Services	5,760	103,602	153,578	200,000	200,000	200,000
403-462 Legal Services	4,674	10,406	(9,191)	50,000	50,000	100,000
403-464 Engineering Services	-	-	-	30,000	-	30,000
403-479 Redevelopment Agreements	142,353	45,122	667,174	400,000	528,875	546,565
Total Contractual Services	152,831	159,130	811,579	680,000	778,895	876,565
413-411 Land	2,204	1,325	318	-	300,000	250,000
413-421 Buildings	82,940	1,103,972	-	100,000	-	100,000
413-422 Improvement Other Than Buildings	6,191	3,460	7,665	550,000	-	550,000
Total Capital Outlay	91,335	1,108,757	7,983	650,000	300,000	900,000
Total Expenditures and Other Financing Uses	\$ 241,676	\$ 1,267,888	\$ 819,562	\$ 1,330,000	\$ 1,078,895	\$ 1,790,560
Net Change in Fund Balance	\$ 641,290	\$ (155,802)	\$ 1,127,929	\$ 333,940	\$ 773,105	\$ 80,440
Beginning Fund Balance	1,541,115	2,182,405	2,026,603	3,154,532	3,154,532	3,927,637
Ending Fund Balance	\$ 2,182,405	\$ 2,026,603	\$ 3,154,532	\$ 3,488,472	\$ 3,927,637	\$ 4,008,077

TAX INCREMENT FINANCE #4 FUND

Tax Increment Finance Area #4 Fund – created in 2005 for the improvements in the TIF Redevelopment District located at Barrington and Irving Park Road. This Tax Increment Finance Area #4 will expire in 2028. Initial financing has been provided by a transfer from the General Fund. Revenues include incremental property taxes from the TIF.



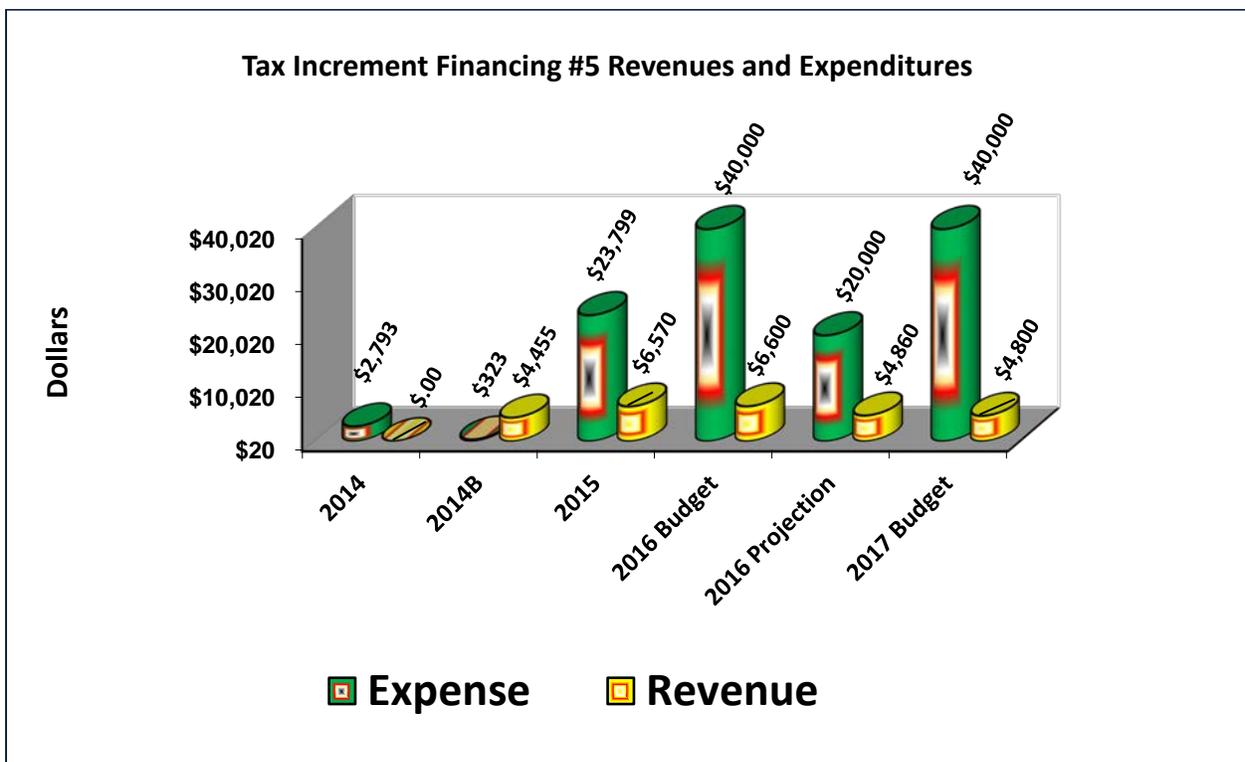
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 34 - Tax Increment Finance District # 4 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Taxes TIF# 4	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Taxes	-	-	-	-	-	-
361-300 Interest On Investments	42	12				
Total Investment Income	42	12	-	-	-	-
380-309 Reimbursed Expenditures Miscellane	27					
Total Miscellaneous	27	-	-	-	-	-
Total Revenues and Other Financing Sources	\$ 69	\$ 12	\$ -	\$ -	\$ -	\$ -
Expenditures and Other Financing Uses						
403-461 Consulting Services	\$ 12,076	\$ -	\$ 515	\$ 20,000	\$ -	\$ 20,000
403-462 Legal Services	13,834	7,739	416	10,000	1,000	10,000
403-479 Redevelopment Agreements	-	-	1,479	70,000	-	70,000
Total Contractual Services	25,910	7,739	2,410	100,000	1,000	100,000
413-411 Land	113	-	-	-	-	-
Total Capital Outlay	113	-	-	-	-	-
Total Expenditures and Other Financing Uses	\$ 26,023	\$ 7,739	\$ 2,410	\$ 100,000	\$ 1,000	\$ 100,000
Net Change in Fund Balance	\$ (25,954)	\$ (7,727)	\$ (2,410)	\$ (100,000)	\$ (1,000)	\$ (100,000)
Beginning Fund Balance	11,417	(14,537)	(22,264)	(24,674)	(24,674)	(25,674)
Ending Fund Balance	\$ (14,537)	\$ (22,264)	\$ (24,674)	\$ (124,674)	\$ (25,674)	\$ (125,674)

TAX INCREMENT FINANCE #5 FUND

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



VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 35 - Tax Increment Finance District # 5 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Taxes TIF # 5	\$ -	\$ 4,455	\$ 6,569	\$ 6,600	\$ 4,860	\$ 4,800
Total Taxes	-	4,455	6,569	6,600	4,860	4,800
361-300 Interest On Investments	-	-	1	-	-	-
Total Investment Income	-	-	1	-	-	-
Total Revenues and Other Financing Sources	\$ -	\$ 4,455	\$ 6,570	\$ 6,600	\$ 4,860	\$ 4,800
Expenditures and Other Financing Uses						
403-462 Legal Services	\$ 2,793	\$ 323	\$ 23,799	\$ 20,000	\$ 20,000	\$ 20,000
403-464 Engineering Services	-	-	-	20,000	-	20,000
Total Contractual Services	2,793	323	23,799	40,000	20,000	40,000
Total Expenditures and Other Financing Uses	\$ 2,793	\$ 323	\$ 23,799	\$ 40,000	\$ 20,000	\$ 40,000
Net Change in Fund Balance	\$ (2,793)	\$ 4,132	\$ (17,229)	\$ (33,400)	\$ (15,140)	\$ (35,200)
Beginning Fund Balance	(13,364)	(16,157)	(12,025)	(29,254)	(29,254)	(44,394)
Ending Fund Balance	\$ (16,157)	\$ (12,025)	\$ (29,254)	\$ (62,654)	\$ (44,394)	\$ (79,594)

VILLAGE OF HANOVER PARK, ILLINOIS
Schedule of Legal Debt Margin
December 31, 2017

The Village of Hanover Park is a home rule municipality.

Article VII, Section 6(k) of the Illinois Constitution governs computation of legal debt margin.

The General Assembly may limit by law the amount and require referendum approval of debt to be incurred by home rule municipalities, payable from ad valorem property tax receipts, only in excess of the following percentages of the assessed value of its taxable property ... (2) if its population is more than 25,000 and less than 500,000 an aggregate of one percent: indebtedness which is outstanding on the effective date (July 1, 1971) of this constitution or which is thereafter approved by referendum ... shall not be included in the foregoing percentage amounts.

To date the General Assembly has set no limits for home rule municipalities.

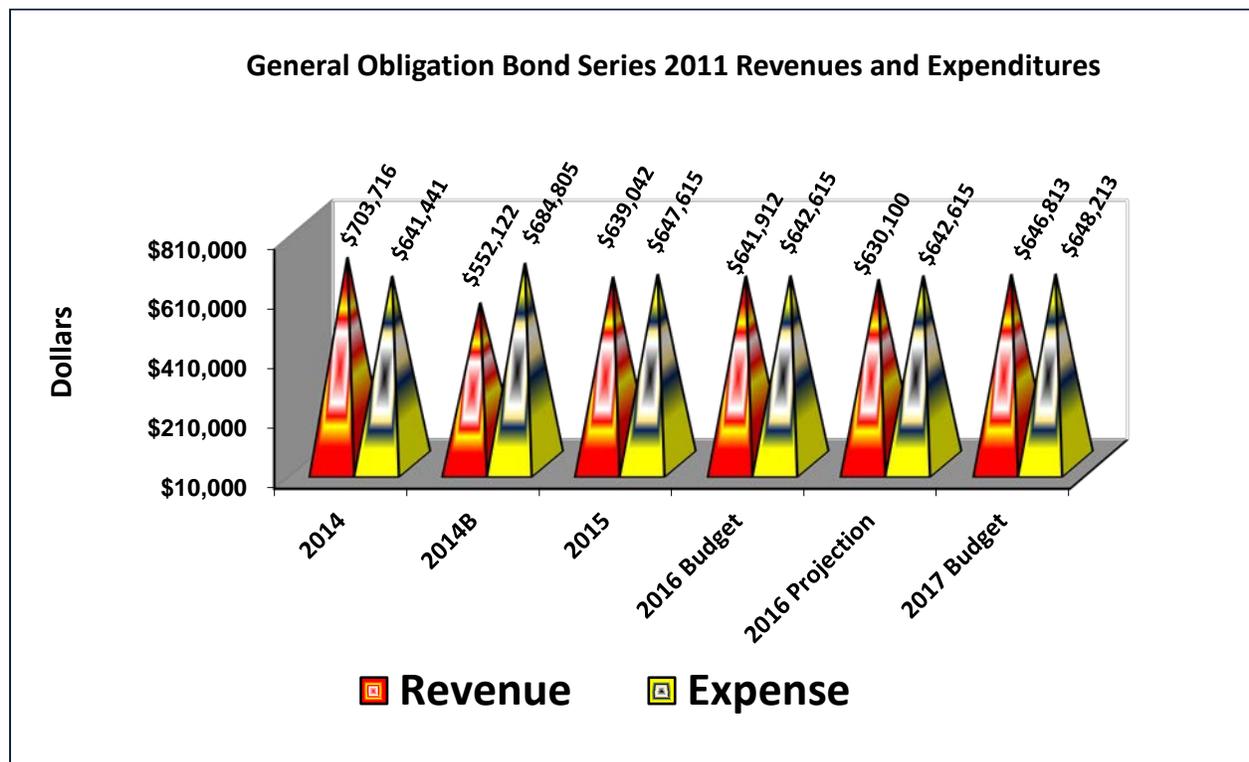
VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bond Summary
December 31, 2017

Tax Levy Year	General Obligation Bond Series 2010	General Obligation Bond Series 2010A	General Obligation Bond Series 2011	Total
2016	783,780	484,438	646,712	1,914,930
2017	775,604	476,038	651,312	1,902,954
2018	771,903	467,038	649,277	1,888,218
2019	761,629	457,238	655,650	1,874,517
2020	753,808	446,838	655,114	1,855,760
2021	740,448	435,838	657,712	1,833,998
2022	731,818	424,138	664,712	1,820,668
2023	722,648	437,438	665,962	1,826,048
2024	1,432,938	448,375	-	1,881,313
2025	1,407,164	457,750	-	1,864,914
2026	1,382,755	439,875	-	1,822,630
2027	1,355,480	447,000	-	1,802,480
2028	1,330,300	426,000	-	1,756,300
2029	-	1,605,000	-	1,605,000
	<u>\$ 12,950,275</u>	<u>\$ 7,453,004</u>	<u>\$ 5,246,451</u>	<u>\$ 25,649,730</u>

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

GO BOND SERIES 2011 FUND

General Obligation Bond Series 2011 Fund – Ordinance approved October 2011 for the issuance of \$7,030,000 General Obligation Refunding Bond, Series 2011 of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds, and further providing for the execution of an escrow agreement in connection with the refunding of 2004 General Obligation Bond for \$7M primarily to finance the construction of the new fire station facility No. 1. These bonds are scheduled to be paid off December 1, 2024.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2011
December 31, 2017

Date of Issue	November 1, 2011
Date of Maturity	December 1, 2024
Authorized Issue	\$7,030,000
Denomination of Bonds	\$5,000
Interest Rates	2.00% - 3.25%
Interest Dates	December 1 and June 1
Principal Maturity Date	December 1
Payable at	BNY Mellon Trust Company, Chicago, IL

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2016	520,000	126,712	646,712	2017	63,356	2017	63,356
2017	535,000	116,312	651,312	2018	58,156	2018	58,156
2018	545,000	104,277	649,277	2019	52,138	2019	52,139
2019	565,000	90,650	655,650	2020	45,325	2020	45,325
2020	580,000	75,114	655,114	2021	37,557	2021	37,557
2021	600,000	57,712	657,712	2022	28,856	2022	28,856
2022	625,000	39,712	664,712	2023	19,856	2023	19,856
2023	645,000	20,962	665,962	2024	10,481	2024	10,481
	<u>\$ 4,615,000</u>	<u>\$ 631,451</u>	<u>\$ 5,246,451</u>		<u>\$ 315,725</u>		<u>\$ 315,726</u>

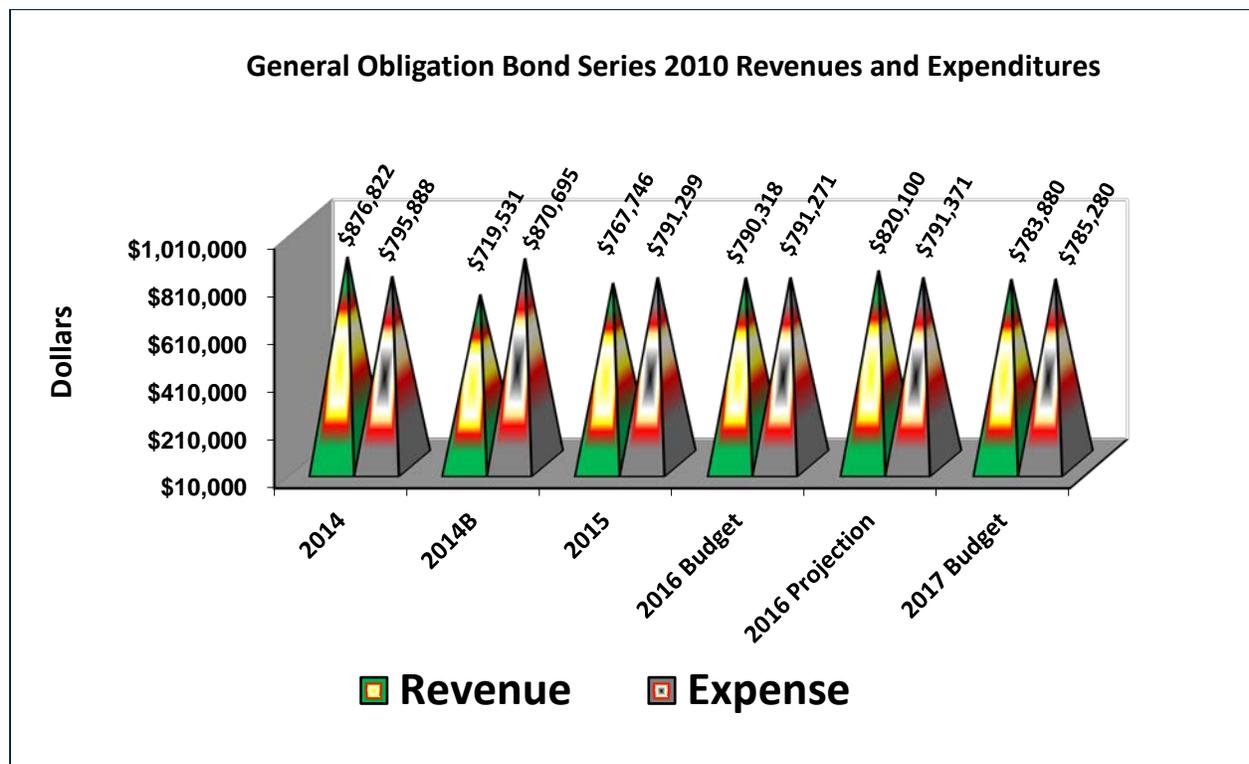
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 46 - General Obligation Bond Series of 2011 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 703,639	\$ 552,084	\$ 638,932	\$ 641,812	\$ 630,000	\$ 646,713
Total Taxes	<u>703,639</u>	<u>552,084</u>	<u>638,932</u>	<u>641,812</u>	<u>630,000</u>	<u>646,713</u>
361-300 Interest On Investments	77	39	110	100	100	100
Total Investment Income	<u>77</u>	<u>39</u>	<u>110</u>	<u>100</u>	<u>100</u>	<u>100</u>
Total Revenues and Other Financing Sources	<u>\$ 703,716</u>	<u>\$ 552,122</u>	<u>\$ 639,042</u>	<u>\$ 641,912</u>	<u>\$ 630,100</u>	<u>\$ 646,813</u>
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense	\$ 428	\$ 803	\$ 803	\$ 803	\$ 803	\$ 1,500
Total Contractual Services	<u>428</u>	<u>803</u>	<u>803</u>	<u>803</u>	<u>803</u>	<u>1,500</u>
411-403 Principal - 2011 Go Bonds	475,000	485,000	500,000	505,000	505,000	520,000
411-404 Interest - 2011 Go Bonds	166,013	156,513	146,812	136,812	136,812	126,713
Total Debt Service	<u>641,013</u>	<u>641,513</u>	<u>646,812</u>	<u>641,812</u>	<u>641,812</u>	<u>646,713</u>
412-401 General Fund		42,490				
Total Interfund Transfers	<u>-</u>	<u>42,490</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 641,441</u>	<u>\$ 684,805</u>	<u>\$ 647,615</u>	<u>\$ 642,615</u>	<u>\$ 642,615</u>	<u>\$ 648,213</u>
Net Change in Fund Balance	<u>\$ 62,275</u>	<u>\$ (132,683)</u>	<u>\$ (8,572)</u>	<u>\$ (703)</u>	<u>\$ (12,515)</u>	<u>\$ (1,400)</u>
Beginning Fund Balance	<u>184,206</u>	<u>246,481</u>	<u>113,798</u>	<u>105,226</u>	<u>105,226</u>	<u>92,712</u>
Ending Fund Balance	<u>\$ 246,481</u>	<u>\$ 113,798</u>	<u>\$ 105,226</u>	<u>\$ 104,524</u>	<u>\$ 92,712</u>	<u>\$ 91,312</u>

GO BOND SERIES 2010 FUND

General Obligation Bond Series 2010 Fund – Ordinance approved April 2010 for the issuance of \$10M Taxable General Obligation Bonds, Series 2010 (Build America Bond) of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds. Proceeds from these bonds used for the construction of a new police station facility. These bonds are scheduled to be paid off December 1, 2029.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010
December 31, 2017

Date of Issue April 29, 2010
Date of Maturity December 1, 2029
Authorized Issue \$10,000,000
Denomination of Bonds \$5,000
Interest Rates Unknown
Interest Dates December 1 and June 1
Principal Maturity Date December 1
Payable at BNY Mellon Trust Company, Chicago, IL

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2016	310,000	473,780	783,780	2017	236,890	2017	236,890
2017	315,000	460,604	775,604	2018	230,302	2018	230,302
2018	325,000	446,903	771,903	2019	223,451	2019	223,452
2019	330,000	431,629	761,629	2020	215,814	2020	215,815
2020	340,000	413,808	753,808	2021	206,904	2021	206,904
2021	345,000	395,448	740,448	2022	197,724	2022	197,724
2022	355,000	376,818	731,818	2023	188,409	2023	188,409
2023	365,000	357,648	722,648	2024	178,824	2024	178,824
2024	1,095,000	337,938	1,432,938	2025	168,969	2025	168,969
2025	1,130,000	277,164	1,407,164	2026	138,582	2026	138,582
2026	1,170,000	212,755	1,382,755	2027	106,378	2027	106,377
2027	1,210,000	145,480	1,355,480	2028	72,740	2028	72,740
2028	1,255,000	75,300	1,330,300	2029	37,650	2029	37,650
	<u>\$ 8,545,000</u>	<u>\$ 4,405,275</u>	<u>\$ 12,950,275</u>		<u>\$ 2,202,637</u>		<u>\$ 2,202,638</u>

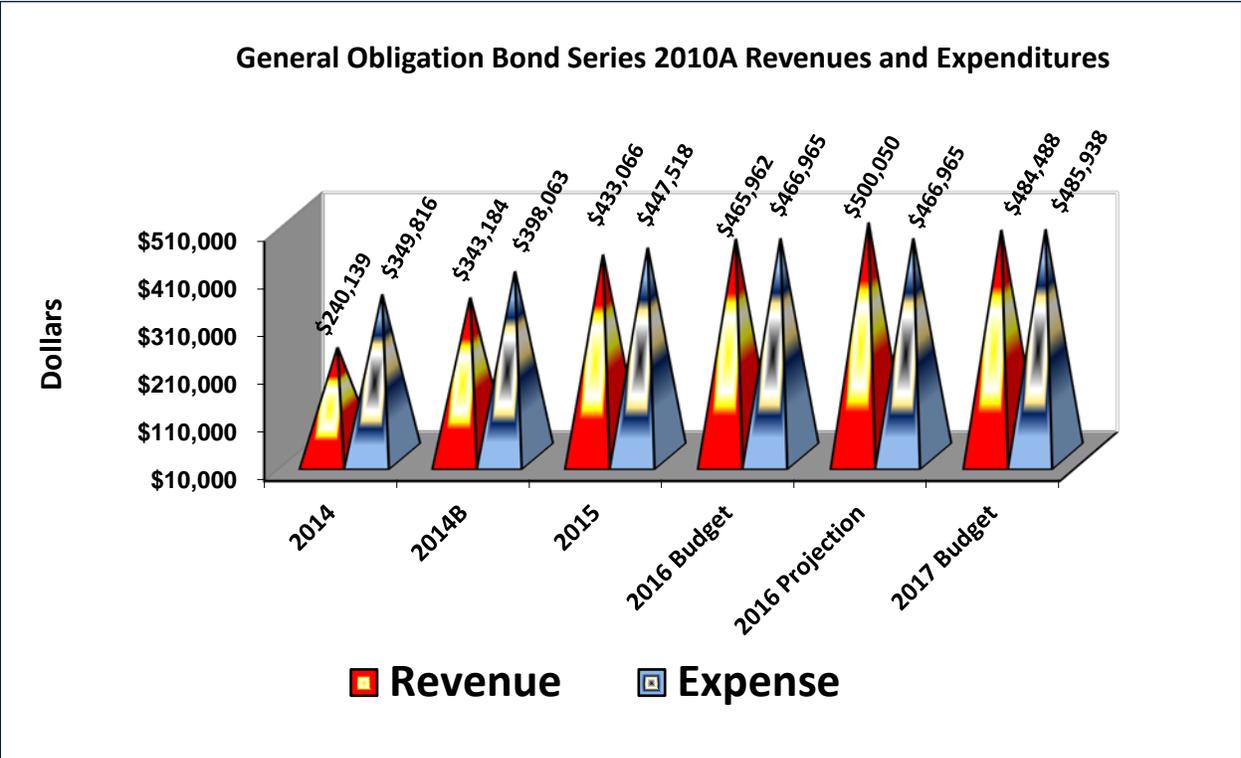
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 47 - General Obligation Bond Series of 2010 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property Total Taxes	\$ 712,377	\$ 555,929	\$ 606,539	\$ 705,100	\$ 675,000	\$ 651,122
361-300 Interest On Investments Total Investment Income	68	149	90	100	100	100
380-380 BAB Federal Subsidy Total Miscellaneous	164,377	163,453	161,116	85,118	145,000	132,658
Total Revenues and Other Financing Sources	\$ 876,822	\$ 719,531	\$ 767,746	\$ 790,318	\$ 820,100	\$ 783,880
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense Total Contractual Services	\$ 678	\$ 1,053	\$ 1,051	\$ 1,053	\$ 1,153	\$ 1,500
411-429 Principal - 2010A Go Bonds	285,000	290,000	295,000	305,000	305,000	310,000
411-430 Interest - 2010A Go Bonds Total Debt Service	510,210	503,513	495,248	485,218	485,218	473,780
412-401 General Fund Total Interfund Transfers	-	76,129	-	-	-	-
Total Expenditures and Other Financing Uses	\$ 795,888	\$ 870,695	\$ 791,299	\$ 791,271	\$ 791,371	\$ 785,280
Net Change in Fund Balance	\$ 80,934	\$ (151,164)	\$ (23,552)	\$ (953)	\$ 28,730	\$ (1,400)
Beginning Fund Balance	161,289	242,223	91,059	67,507	67,507	96,236
Ending Fund Balance	\$ 242,223	\$ 91,059	\$ 67,507	\$ 66,554	\$ 96,236	\$ 94,836

GO BOND SERIES 2010A FUND

General Obligation Bond Series 2010A Fund – Ordinance approved November 2010 for the issuance of \$5M Taxable General Obligation Bonds, Series 2010A (Build America Bond) of the Village of Hanover Park Cook and DuPage Counties, providing for the levy and collection of a direct annual tax for the payment of the principal and interest on said bonds. Proceeds from these bonds used for the construction of a new police station facility additional expenses. These bonds are scheduled to be paid off December 1, 2030.



VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
General Obligation Bonds, Series 2010A
December 31, 2017

Date of Issue December 2, 2010
Date of Maturity December 2, 2030
Authorized Issue \$5,000,000
Interest Rates Varied
Interest Dates December 1 and June 1
Principal Maturity Date December 1, 2030
Payable at BNY Mellon Trust Company, Chicago, IL

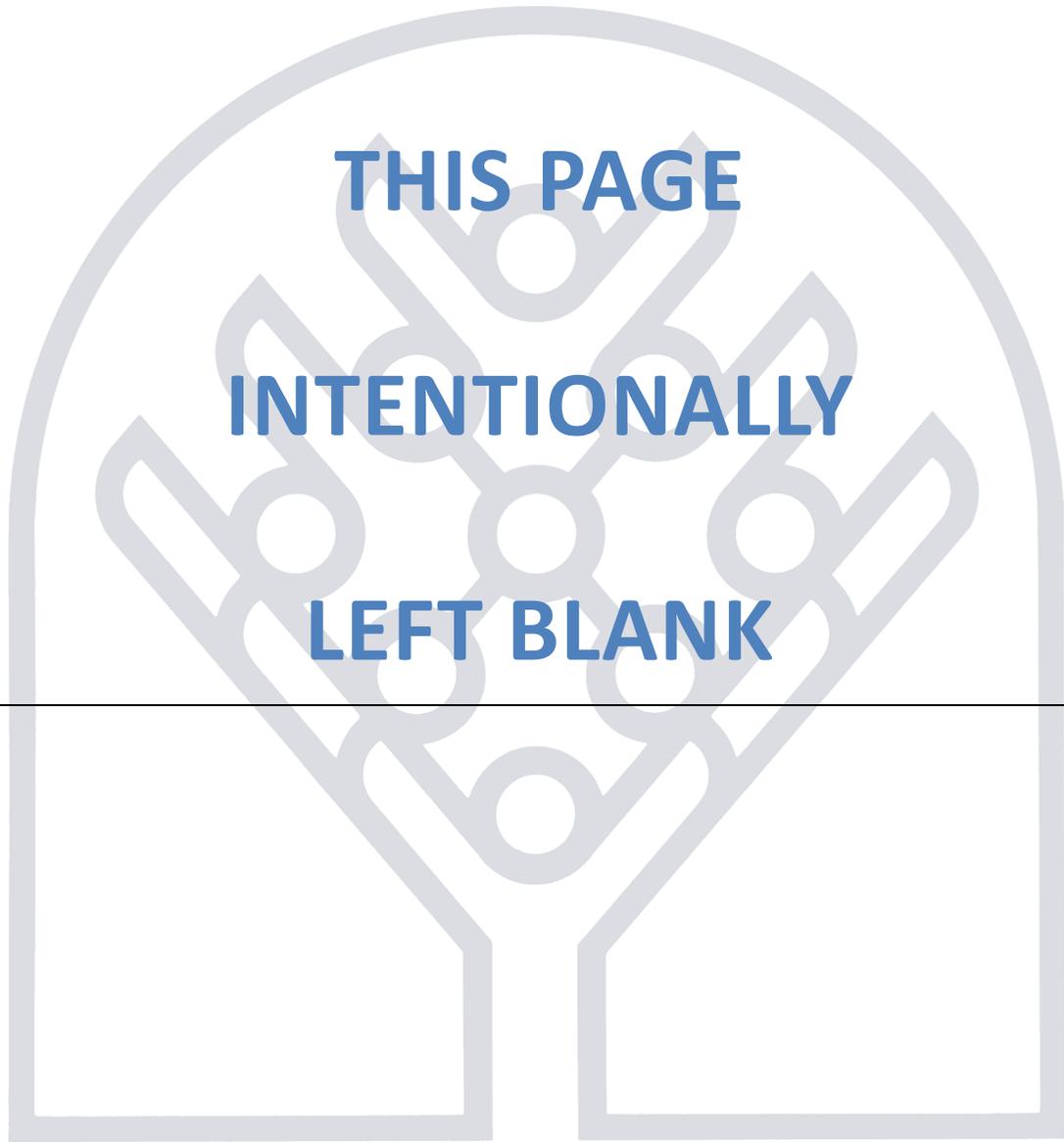
CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

Tax Levy Year	Tax Levy			Interest Due On			
	Principal	Interest	Totals	Jun 1	Amount	Dec 1	Amount
2016	200,000	284,438	484,438	2017	142,219	2017	142,219
2017	200,000	276,038	476,038	2018	138,019	2018	138,019
2018	200,000	267,038	467,038	2019	133,519	2019	133,519
2019	200,000	257,238	457,238	2020	128,619	2020	128,619
2020	200,000	246,838	446,838	2021	123,419	2021	123,419
2021	200,000	235,838	435,838	2022	117,919	2022	117,919
2022	200,000	224,138	424,138	2023	112,069	2023	112,069
2023	225,000	212,438	437,438	2024	106,219	2024	106,219
2024	250,000	198,375	448,375	2025	99,187	2025	99,188
2025	275,000	182,750	457,750	2026	91,375	2026	91,375
2026	275,000	164,875	439,875	2027	82,437	2027	82,438
2027	300,000	147,000	447,000	2028	73,500	2028	73,500
2028	300,000	126,000	426,000	2029	63,000	2029	63,000
2029	1,500,000	105,000	1,605,000	2030	52,500	2030	52,500
	<u>\$ 4,525,000</u>	<u>\$ 2,928,004</u>	<u>\$ 7,453,004</u>		<u>\$ 1,464,001</u>		<u>\$ 1,464,003</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 48 - General Obligation Bond Series of 2010A Fund

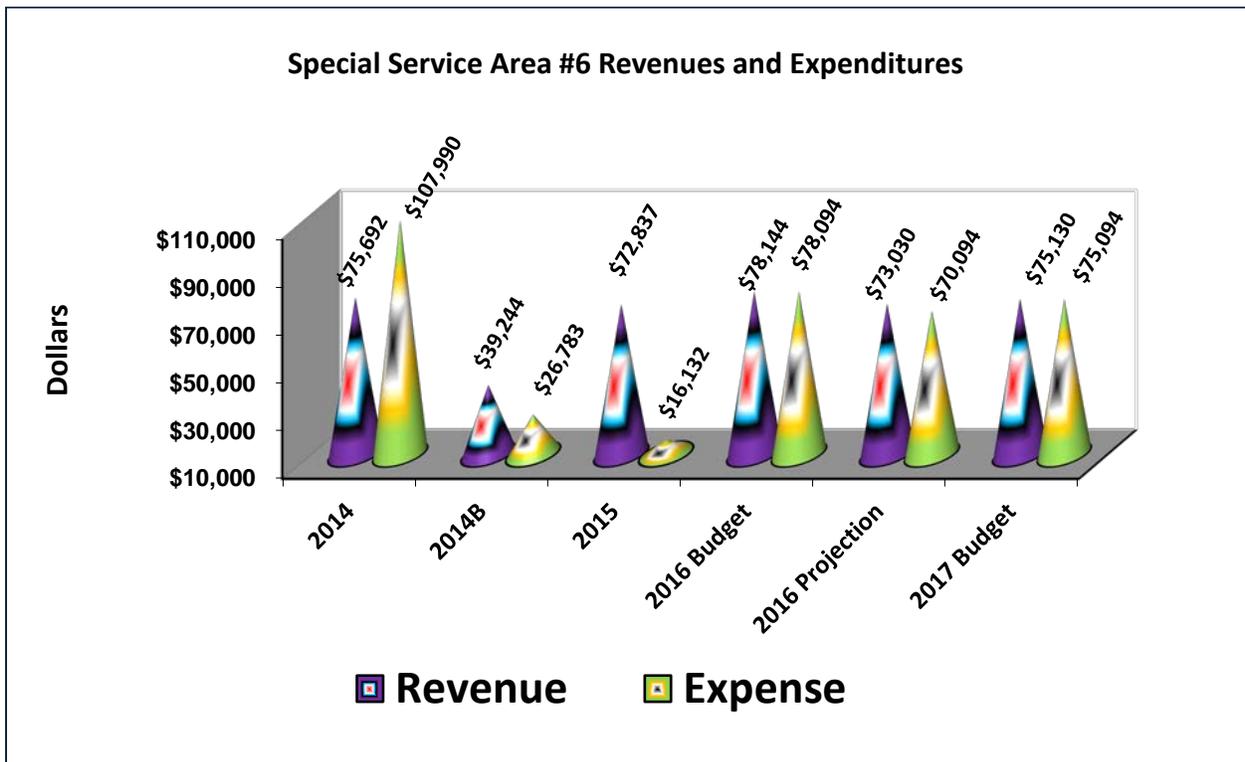
Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-301 Property Taxes Real Property	\$ 143,753	\$ 127,787	\$ 336,935	\$ 435,912	\$ 406,000	\$ 454,438
Total Taxes	<u>143,753</u>	<u>127,787</u>	<u>336,935</u>	<u>435,912</u>	<u>406,000</u>	<u>454,438</u>
361-300 Interest On Investments	11	20	27	50	50	50
Total Investment Income	<u>11</u>	<u>20</u>	<u>27</u>	<u>50</u>	<u>50</u>	<u>50</u>
380-380 BAB Federal Subsidy	96,375	96,759	96,105	30,000	94,000	30,000
Total Miscellaneous	<u>96,375</u>	<u>96,759</u>	<u>96,105</u>	<u>30,000</u>	<u>94,000</u>	<u>30,000</u>
391-301 Interfund General	-	118,619	-	-	-	-
Total: Transfers	<u>-</u>	<u>118,619</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 240,139</u>	<u>\$ 343,184</u>	<u>\$ 433,066</u>	<u>\$ 465,962</u>	<u>\$ 500,050</u>	<u>\$ 484,488</u>
Expenditures and Other Financing Uses						
403-499 Miscellaneous Expense	\$ 678	\$ -	\$ 2,105	\$ 1,053	\$ 1,053	\$ 1,500
Total Contractual Services	<u>678</u>	<u>-</u>	<u>2,105</u>	<u>1,053</u>	<u>1,053</u>	<u>1,500</u>
411-429 Principal - 2010A Go Bonds	50,000	100,000	150,000	175,000	175,000	200,000
411-430 Interest - 2010A Go Bonds	299,138	298,063	295,413	290,912	290,912	284,438
Total Debt Service	<u>349,138</u>	<u>398,063</u>	<u>445,413</u>	<u>465,912</u>	<u>465,912</u>	<u>484,438</u>
Total Expenditures and Other Financing Uses	<u>\$ 349,816</u>	<u>\$ 398,063</u>	<u>\$ 447,518</u>	<u>\$ 466,965</u>	<u>\$ 466,965</u>	<u>\$ 485,938</u>
Net Change in Fund Balance	<u>\$ (109,677)</u>	<u>\$ (54,878)</u>	<u>\$ (14,451)</u>	<u>\$ (1,003)</u>	<u>\$ 33,086</u>	<u>\$ (1,450)</u>
Beginning Fund Balance	<u>25,489</u>	<u>(84,188)</u>	<u>(139,066)</u>	<u>(153,518)</u>	<u>(153,518)</u>	<u>(120,432)</u>
Ending Fund Balance	<u>\$ (84,188)</u>	<u>\$ (139,066)</u>	<u>\$ (153,518)</u>	<u>\$ (154,521)</u>	<u>\$ (120,432)</u>	<u>\$ (121,882)</u>



Hanover Park

SPECIAL SERVICE AREA #6 FUND

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



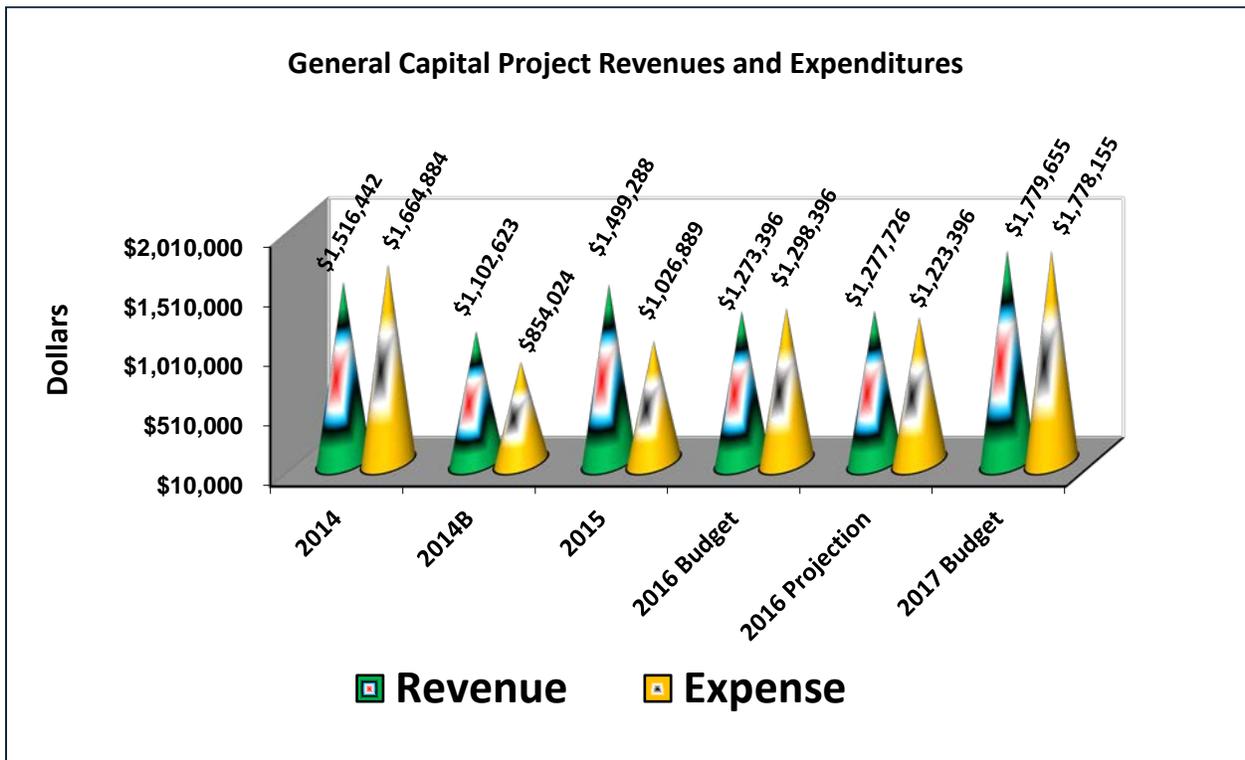
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 16 - Special Service Area #6 Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
311-390 Taxes Special Service Areas # 6	\$ 75,653	\$ 39,222	\$ 72,815	\$ 78,094	\$ 73,000	\$ 75,100
Total Taxes	<u>75,653</u>	<u>39,222</u>	<u>72,815</u>	<u>78,094</u>	<u>73,000</u>	<u>75,100</u>
361-300 Interest On Investments	39	22	22	50	30	30
Total Investment Income	<u>39</u>	<u>22</u>	<u>22</u>	<u>50</u>	<u>30</u>	<u>30</u>
Total Revenues and Other Financing Sources	<u>\$ 75,692</u>	<u>\$ 39,244</u>	<u>\$ 72,837</u>	<u>\$ 78,144</u>	<u>\$ 73,030</u>	<u>\$ 75,130</u>
Expenditures and Other Financing Uses						
403-451 Equipment Rentals	\$ -	\$ 108	\$ -	\$ -	\$ -	\$ -
403-462 Legal Services	-	-	-	8,000	-	5,000
Total Contractual Services	<u>-</u>	<u>108</u>	<u>-</u>	<u>8,000</u>	<u>-</u>	<u>5,000</u>
411-400 Interest S.S.A.	-	-	16,132	14,501	14,501	11,072
Total Debt Service	<u>-</u>	<u>-</u>	<u>16,132</u>	<u>14,501</u>	<u>14,501</u>	<u>11,072</u>
412-401 Interfund General Fund	107,990	26,675	-	55,593	55,593	59,022
Total Interfund Transfers	<u>107,990</u>	<u>26,675</u>	<u>-</u>	<u>55,593</u>	<u>55,593</u>	<u>59,022</u>
Total Expenditures and Other Financing Uses	<u>\$ 107,990</u>	<u>\$ 26,783</u>	<u>\$ 16,132</u>	<u>\$ 78,094</u>	<u>\$ 70,094</u>	<u>\$ 75,094</u>
Net Change in Fund Balance	<u>\$ (32,298)</u>	<u>\$ 12,461</u>	<u>\$ 56,705</u>	<u>\$ 50</u>	<u>\$ 2,936</u>	<u>\$ 36</u>
Beginning Fund Balance	<u>(290,901)</u>	<u>(323,199)</u>	<u>(310,738)</u>	<u>(254,033)</u>	<u>(254,033)</u>	<u>(251,097)</u>
Ending Fund Balance	<u>\$ (323,199)</u>	<u>\$ (310,738)</u>	<u>\$ (254,033)</u>	<u>\$ (253,983)</u>	<u>\$ (251,097)</u>	<u>\$ (251,061)</u>

GENERAL CAPITAL PROJECT FUND

General Capital Fund - accounts for general construction and capital improvement activity of several capital-related programs including roadway maintenance, sidewalks, bikeways, traffic signals, and other projects. A separate Capital Improvement Program (CIP) document within this budget document provides detailed information regarding all capital projects proposed over the next five years.



VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

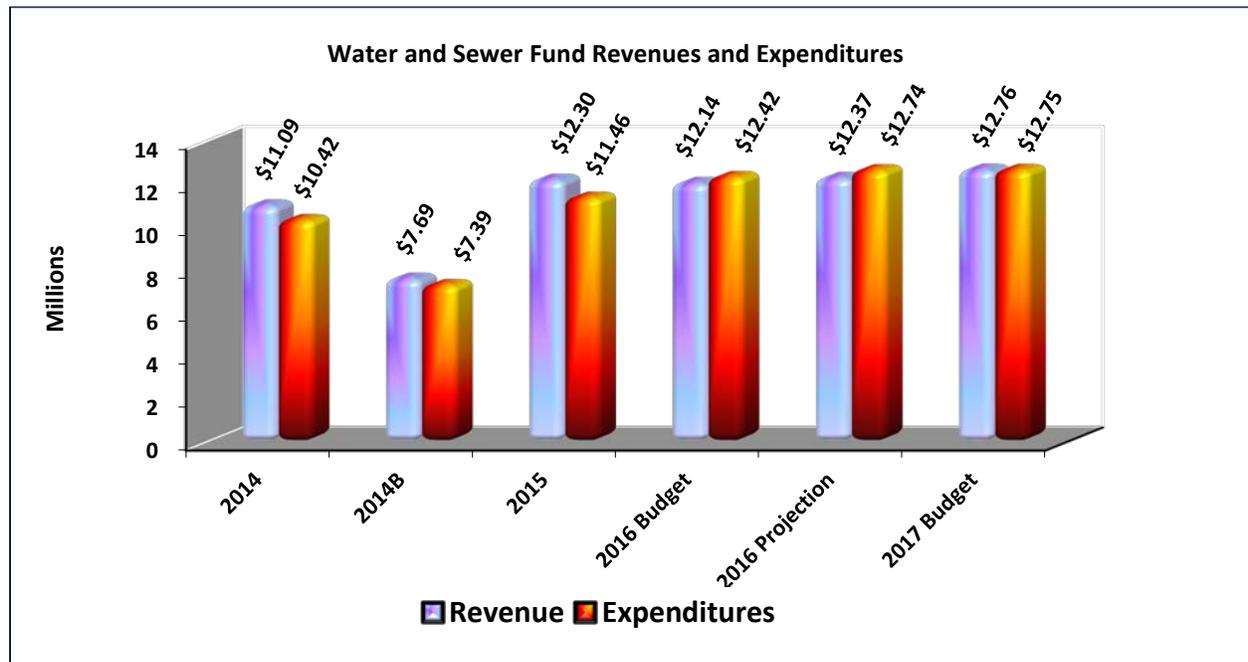
Fund 31- General Capital Projects Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
332-301 State Grants	\$ 70,000	\$ -	\$ -	\$ -	\$ -	\$ -
Total: Intergovernmental Revenue	<u>70,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>
361-300 Interest On Investments	\$ 64	\$ 9	\$ 84	\$ -	\$ 700	\$ 1,500
Total Investment Income	<u>64</u>	<u>9</u>	<u>84</u>	<u>-</u>	<u>700</u>	<u>1,500</u>
380-309 Reimbursed Exp. Miscellaneous	-	-	85,475	-	-	-
389-303 Miscellaneous Income	2,077	-	-	-	-	-
389-312 Veteran's Memorial	-	420	120	-	130	-
389-313 Other Memorials	-	1,664	3,515	-	3,500	-
Total Miscellaneous Revenue	<u>2,077</u>	<u>2,084</u>	<u>89,110</u>	<u>-</u>	<u>3,630</u>	<u>-</u>
391-301 Interfund General	1,078,760	975,280	1,285,094	1,197,396	1,197,396	1,678,155
391-350 Interfund Water & Sewer	365,541	125,250	125,000	76,000	76,000	100,000
Total Interfund Transfers	<u>1,444,301</u>	<u>1,100,530</u>	<u>1,410,094</u>	<u>1,273,396</u>	<u>1,273,396</u>	<u>1,778,155</u>
Total Revenues and Other Financing Sources	<u>\$ 1,516,442</u>	<u>\$ 1,102,623</u>	<u>\$ 1,499,288</u>	<u>\$ 1,273,396</u>	<u>\$ 1,277,726</u>	<u>\$ 1,779,655</u>
Expenditures and Other Financing Uses						
413-421 Buildings	\$ 132,625	\$ 148,354	\$ 301,843	\$ 460,000	\$ 490,000	\$ 300,000
413-422 Improvement Other Than Buildings	190,534	212,566	275,423	456,000	351,000	555,000
413-431 Office Equipment	1,278,682	411,087	318,617	240,000	240,000	413,000
413-432 Office Furniture / Fixture	-	960	-	-	-	-
413-443 Other Equipment	63,043	81,057	131,007	142,396	142,396	510,155
Total Capital Outlay	<u>1,664,884</u>	<u>854,024</u>	<u>1,026,889</u>	<u>1,298,396</u>	<u>1,223,396</u>	<u>1,778,155</u>
Total Expenditures and Other Financing Uses	<u>\$ 1,664,884</u>	<u>\$ 854,024</u>	<u>\$ 1,026,889</u>	<u>\$ 1,298,396</u>	<u>\$ 1,223,396</u>	<u>\$ 1,778,155</u>
Net Change in Fund Balance	<u>\$ (148,442)</u>	<u>\$ 248,599</u>	<u>\$ 472,399</u>	<u>\$ (25,000)</u>	<u>\$ 54,330</u>	<u>\$ 1,500</u>
Beginning Fund Balance	<u>273,045</u>	<u>124,603</u>	<u>373,202</u>	<u>845,601</u>	<u>845,601</u>	<u>899,931</u>
Ending Fund Balance	<u>\$ 124,603</u>	<u>\$ 373,202</u>	<u>\$ 845,601</u>	<u>\$ 820,601</u>	<u>\$ 899,931</u>	<u>\$ 901,431</u>

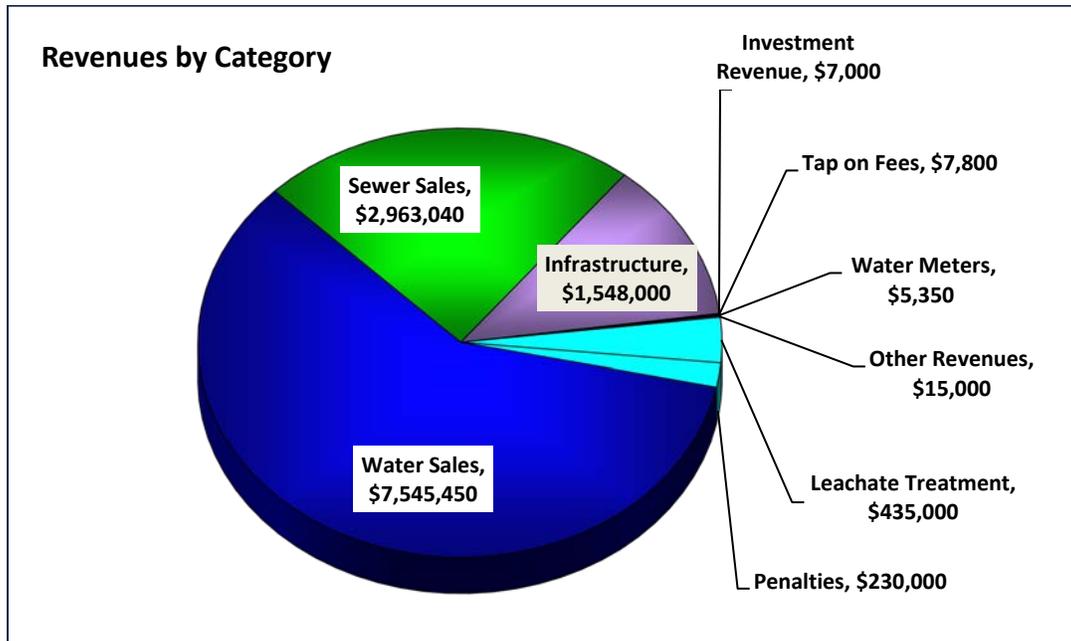
WATER AND SEWER FUND

Water and Sewer Fund - are enterprise funds which mean the revenues, expenses, transfers and financial results are accounted for through full accrual accounting. These funds are used to account for the revenue and expense activities associated with the delivery and disposal of water from customers. The Water and Sewer Fund include operational activities performed by the following departments: Public Works, and Administrative Services. The Public Works Department performs general maintenance on the systems such as water main break repair, hydrant flushing, meter replacement, water quality testing, and sewer line repair. The Administrative Services Department performs support activities to assist with service operations. These activities include responding to water and sewer customer inquiries, water and sewer billing, accounts payable, payroll, financial support and information technology support.

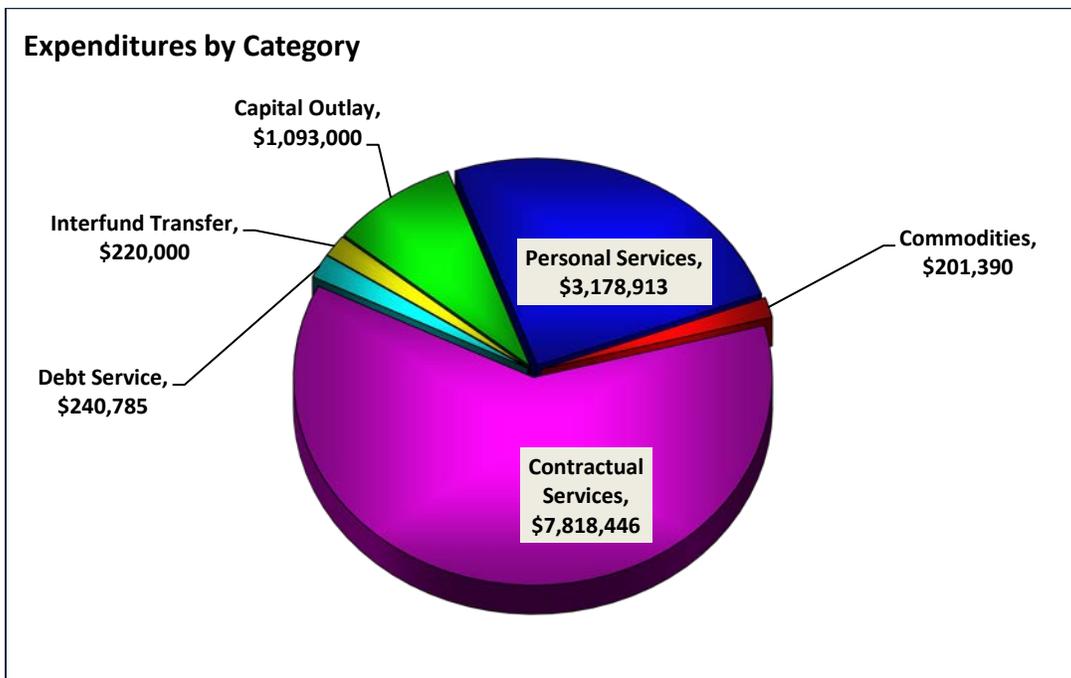
Cost Control Center			
Department/Division	Division Number	Department/Division	Division Number
Administration	5010	Sewer Treatment	5050
Water Treatment	5020	Sewer Maintenance	5060
Water Maintenance	5030	Depreciation and Debt Service	5070
Water Meter Operations	5040		



WATER AND SEWER FUND



Water and Sewer sales account for 82% of the revenues in the Water and Sewer Fund



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

VILLAGE OF HANOVER PARK, ILLINOIS
Revenue Summary by Account
 Calendar Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources							
321-307	Penalties on Licenses	\$ 1,500	\$ 480	\$ -	\$ 500	\$ -	\$ -
322-310	Wastewater Discharge	1,000	-	-	-	950	-
Total Licenses and Permits		2,500	480	-	500	950	-
343-301	Infrastructure - Cook County	-	326,648	780,553	780,000	780,000	783,000
343-302	Infrastructure - DuPage County	-	257,652	765,398	760,000	762,000	765,000
344-301	Water Sales - Cook County	4,032,040	2,078,396	3,874,714	3,588,530	3,590,400	3,637,150
344-302	Water Sales - DuPage County	3,812,125	2,899,813	3,592,486	3,685,677	3,833,500	3,908,300
345-301	Sewer Sales - Cook County	832,859	430,655	798,495	788,541	780,000	790,740
345-302	Sewer Sales - DuPage County	1,832,974	1,388,901	1,918,265	1,940,766	2,000,000	2,172,300
346-300	Water Penalties	233,925	88,195	213,846	199,040	210,000	230,000
347-301	Water Tap-On Fees - Cook	36,479	-	2,733	2,800	-	2,800
347-302	Water Tap-On Fees - DuPage	7,194	-	-	-	-	-
348-301	Sewer Tap-On Fees - Cook	37,281	-	1,188	2,551	-	2,500
348-302	Sewer Tap-On Fees - DuPage	8,161	-	-	25,500	-	2,500
349-301	Water Meters - Cook	4,887	487	1,341	2,850	1,000	2,850
349-302	Water Meters - DuPage	9,494	500	1,471	500	1,000	2,500
389-309	Leachate Treatment	212,134	178,056	300,765	285,000	400,000	435,000
Total Charges for Services		11,059,553	7,649,304	12,251,255	12,061,755	12,357,900	12,734,640
361-300	Interest On Investments	8,073	10,957	2,034	7,000	4,000	7,000
362-300	Net Change In Fair Value	-	-	(2,278)	-	-	-
Total Investment Income		8,073	10,957	(244)	7,000	4,000	7,000
380-309	Expenditures Miscellaneous	10,428	-	871	3,000	-	-
380-339	Insurance Reserve Refund	-	-	-	42,670	-	-
389-303	Miscellaneous Income	15,253	24,381	44,180	30,000	10,000	15,000
392-302	Loss - Sale of Capital Assets	(1,888)	-	-	-	-	-
Total Miscellaneous		23,793	24,381	45,051	75,670	10,000	15,000
Total Operating Revenues		\$ 11,093,919	\$ 7,685,123	\$ 12,296,062	\$ 12,144,925	\$ 12,372,850	\$ 12,756,640

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses							
401-411	Salaries - Regular	\$ 1,874,414	\$ 1,231,190	\$ 1,802,072	\$ 2,086,864	\$ 2,086,934	\$ 2,030,427
401-412	Salaries - Part - Time	39,374	14,411	24,853	34,800	21,600	36,600
401-421	Overtime Compensation	135,461	94,041	145,592	109,011	146,011	134,511
401-428	On Call Premium Pay	21,989	15,377	20,307	24,102	24,102	23,102
401-441	State Retirement	297,686	199,497	348,080	318,366	318,366	293,048
401-442	Social Security	152,052	108,009	146,548	180,896	180,896	173,699
401-444	Employee Insurance	379,532	264,672	313,647	439,794	439,794	457,419
401-445	Special Pension	8,351	-	-	12,378	12,378	13,107
401-446	Unemployment Compensation	2,151	843	1,786	2,000	1,500	2,000
401-450	OPEB	14,497	7,485	11,097	25,000	12,000	15,000
	Total Personal Services	2,925,507	1,935,525	2,813,983	3,233,211	3,243,581	3,178,913
402-411	Office Supplies	1,378	1,446	3,699	3,225	3,375	3,028
402-413	Memberships / Subscriptions	16,559	5,214	27,377	34,475	30,970	38,570
402-414	Books / Publications / Maps	-	428	-	645	645	-
402-421	Gasoline & Lube	-	454	735	500	500	500
402-426	Bulk Chemicals	5,310	5,508	10,844	18,269	18,269	13,000
402-427	Materials & Supplies	136,458	107,445	105,554	118,207	140,000	117,767
402-428	Cleaning Supplies	1,494	406	990	2,084	2,084	1,100
402-429	Parts & Accessories - Non - Auto	573	10,827	7,738	16,300	16,300	9,300
402-431	Uniforms	2,476	1,391	3,831	3,750	3,800	3,700
402-433	Safety & Protective Equipment	7,707	3,719	6,383	8,885	7,039	7,215
402-434	Small Tools	1,801	1,655	772	2,645	1,710	1,960
402-437	Resale Merchandise	-	1,685	1,406	9,376	3,600	5,000
402-499	Miscellaneous Expense	-	6,014	-	43,650	100	250
	Total Commodities	173,756	146,192	169,329	262,011	228,392	201,390
403-411	Telephone	67,369	69,040	68,044	73,700	72,300	58,100
403-412	Postage	38,094	24,496	39,424	56,390	50,700	78,940
403-413	Light & Power	172,748	141,865	218,991	205,000	218,000	226,000
403-414	Natural Gas	11,176	4,042	7,488	13,000	8,000	9,500
403-421	Liability Insurance Program	249,145	113,790	249,966	466,480	460,000	470,080
403-433	M & R - Communication Equipment	-	-	-	60	-	-
403-434	M & R - Buildings	48,541	3,943	19,007	53,495	51,200	27,495
403-435	M & R - Streets & Bridges	20,270	68,150	8,692	76,000	28,000	28,000
403-436	Maintenance Agreements	66,297	86,588	83,617	101,959	90,884	107,478
403-437	M & R - Other Equipment	1,727	849	355	10,310	10,310	10,800
403-441	M & R - STP	52,353	53,530	43,944	68,500	58,000	60,000
403-442	M & R - Sewer Lines	36,415	10,856	9,732	22,000	18,000	18,000
403-443	M & R - Wells	34,897	2,824	1,475	13,500	13,500	13,500
403-444	M & R - Water Mains	120,816	19,720	26,539	20,500	40,000	23,500
403-445	M & R - Water Storage Tanks	-	3,190	388,087	7,000	7,000	13,000
403-446	M & R - Water Meters	160,962	-	15,560	22,000	22,000	27,000
403-451	Equipment Rentals	537,628	104,355	181,495	263,258	265,675	157,778
403-452	Vehicle Maintenance & Replacemen	-	472,028	466,177	378,559	378,559	361,585

VILLAGE OF HANOVER PARK, ILLINOIS
Expenditure Summary by Account
Fiscal Year Ending December 31, 2017

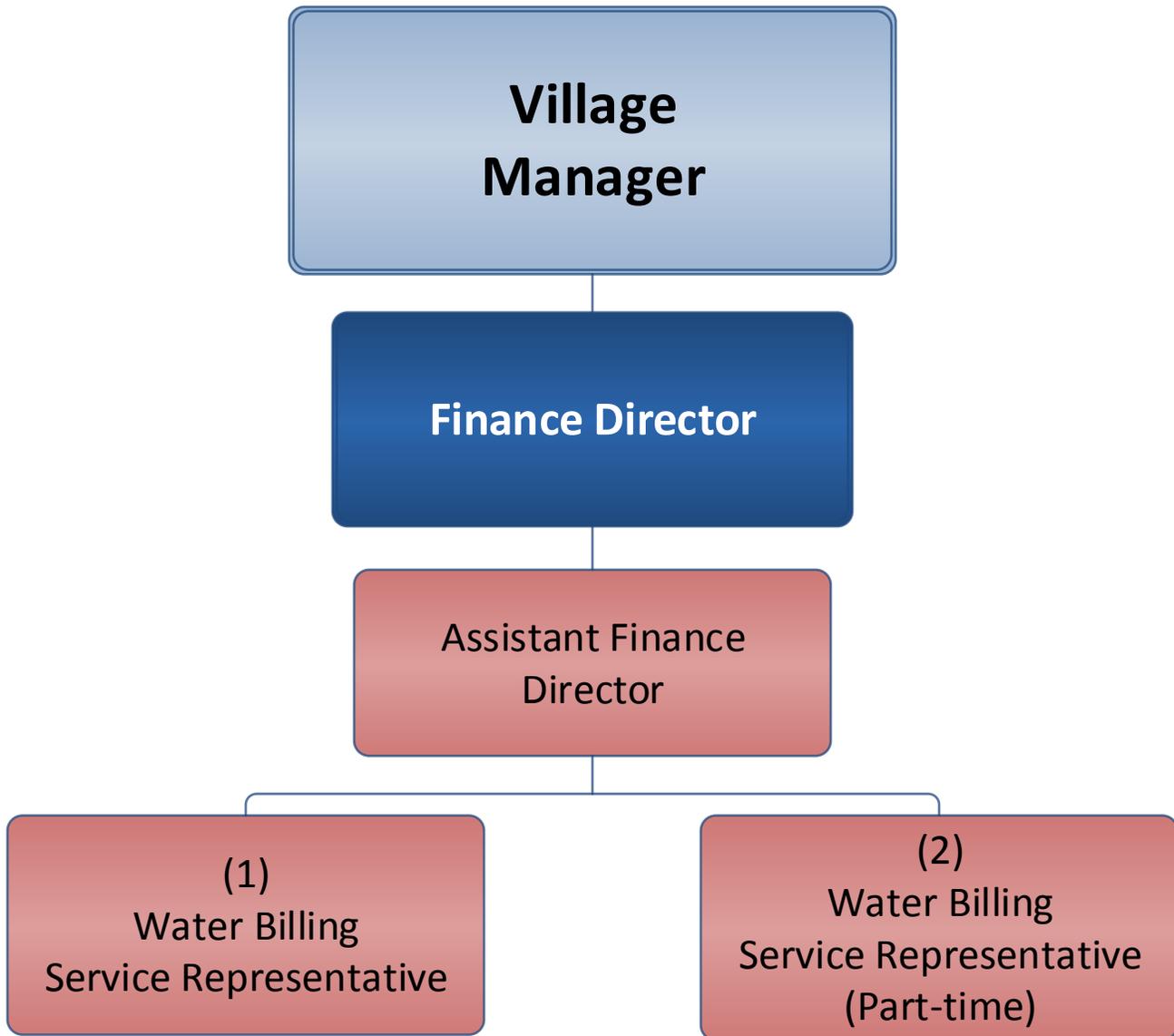
Fund 050 - Water and Sewer Fund

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures and Other Financing Uses (Continued)							
403-454	iSeries Computer	19,659	-	-	-	-	-
403-461	Consulting Services	12,548	51,360	40,473	25,625	20,000	26,630
403-463	Auditing Services	146,685	11,961	15,142	12,600	12,250	12,635
403-464	Engineering Services	-	59,974	130,842	149,500	120,000	86,000
403-465	Medical Examinations	3,044	-	-	-	-	-
403-468	Uniform Rentals	25,881	2,476	2,675	4,000	-	-
403-469	Testing Services	23,346	15,315	26,414	26,640	26,000	27,640
403-470	Binding & Printing	2,110	17,099	25,141	24,184	22,000	23,370
403-471	Schools / Conferences / Meetings	38	1,619	(65)	7,715	4,050	3,550
403-472	Transportation	-	33	-	1,010	698	-
403-480	Bad Debt	-	-	4,162	-	-	-
403-482	JAWA Operating Costs	963,339	675,160	1,146,409	975,000	1,122,746	1,269,050
403-489	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500	18,000
403-493	Depreciation Expense	949,955	638,481	927,480	657,636	934,147	844,580
403-496	Collection Fee Service	-	468	567	2,000	750	1,000
403-497	JAWA Fixed Costs	3,039,155	2,220,921	3,759,947	2,845,819	3,644,517	3,749,345
403-499	Miscellaneous Expense	30,945	20,204	39,860	40,400	40,000	65,890
Total Contractual Services		6,852,643	4,911,838	7,965,139	6,641,340	7,756,786	7,818,446
411-418	Interest Principal - IEPA Loan	-	-	(0)	345,136	346,542	232,912
411-421	Interest Interest - IEPA Loan	41,719	28,623	20,114	18,892	17,487	7,873
Total Debt Services		41,719	28,623	20,114	364,028	364,029	240,785
412-431	General Capital Outlay	421,795	125,250	125,000	196,000	196,000	220,000
Total Interfund Transfers		421,795	125,250	125,000	196,000	196,000	220,000
413-421	Buildings	-	-	-	15,000	13,680	75,000
413-422	Improvement Other Than Buildings	7,748	-	-	-	-	-
413-443	Other Equipment	(10,109)	91,553	(13,966)	323,000	306,000	68,000
413-461	Sewer Treatment Plant	28,808	-	121,000	550,000	-	-
413-462	Sewer Lines	11,200	40,617	215,027	535,000	335,000	400,000
413-472	Water Mains	(34,688)	111,040	47,496	300,000	300,000	550,000
Total Capital Outlay		2,959	243,210	369,557	1,723,000	954,680	1,093,000
Total Expenditures and Other Financing Uses		\$ 10,418,379	\$ 7,390,637	\$ 11,463,123	\$ 12,419,590	\$ 12,743,468	\$ 12,752,534

VILLAGE OF HANOVER PARK, ILLINOIS
 Expenditure Budget Summary by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	2016 Budget	2016 Projection	2017 Budget
5010 Administration	\$ 1,692,830	\$ 1,172,856	\$ 1,678,161	\$ 2,281,053	\$ 2,208,466	\$ 2,208,315
5020 Water Treatment	3,699,571	2,539,418	4,675,192	3,573,499	4,345,506	4,353,860
5030 Water Maintenance	643,582	614,350	613,217	938,444	928,194	1,149,124
5040 Water Meter Operations	189,500	143,699	213,667	243,674	222,201	230,245
5050 Sewage Treatment	1,133,387	841,194	1,306,080	2,074,891	1,481,434	1,268,337
5060 Sewer Maintenance	682,701	611,607	757,803	1,115,365	940,745	968,238
5070 Depreciation/Debt Service	2,376,808	1,467,514	2,219,003	2,192,664	2,616,922	2,574,415
Total Water and Sewer Fund	<u>\$ 10,418,379</u>	<u>\$ 7,390,637</u>	<u>\$ 11,463,123</u>	<u>\$ 12,419,590</u>	<u>\$ 12,743,468</u>	<u>\$ 12,752,534</u>



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.

Description of Measurement	2011	2012	2013	2014	2015
Number of Water Bills:					
Original Bills	62,289	61,509	67,618	62,540	62,785
First Late Notice	17,961	17,177	17,778	17,746	17,729
Second Late Notice	8,128	8,379	9,787	7,701	9,035
Turn Offs	931	835	833	812	864
Final Bills	1,161	1,333	1,509	1,688	1,385
Work Orders Requested	7,116	6,926	7,028	7,137	5,884

2016 OBJECTIVES

III. Is fiscally responsible and transparent

1. Continue to review processes and streamline where possible to reduce workload.
Ongoing
2. As part of cross-training and succession planning, train all Village Service Representatives on the main Utility Billing Division functions including answering phone calls, taking deposits and opening, transferring and closing accounts. (First Quarter)
Completed

ADDITIONAL ACCOMPLISHMENTS

1. Transition from bi-monthly water billing to monthly billing effective September 1, 2016.
2. New monthly utility billing invoice redesign to give customer more information about their consumption.
3. Implemented a lockbox, PayNearMe, e-water bill on Village website, another way of paying customers water bills.

2017 OBJECTIVES

Financial Health

1. Review the fund expenditures to ensure cost are assigned correctly and remain within budget

2. Review outstanding accounts receivables for potential Shut-Off of water services and submission to Collection agency and Debt Recovery program.
3. Conduct a water and sewer rate study effective for the 2018 water and sewer rates.

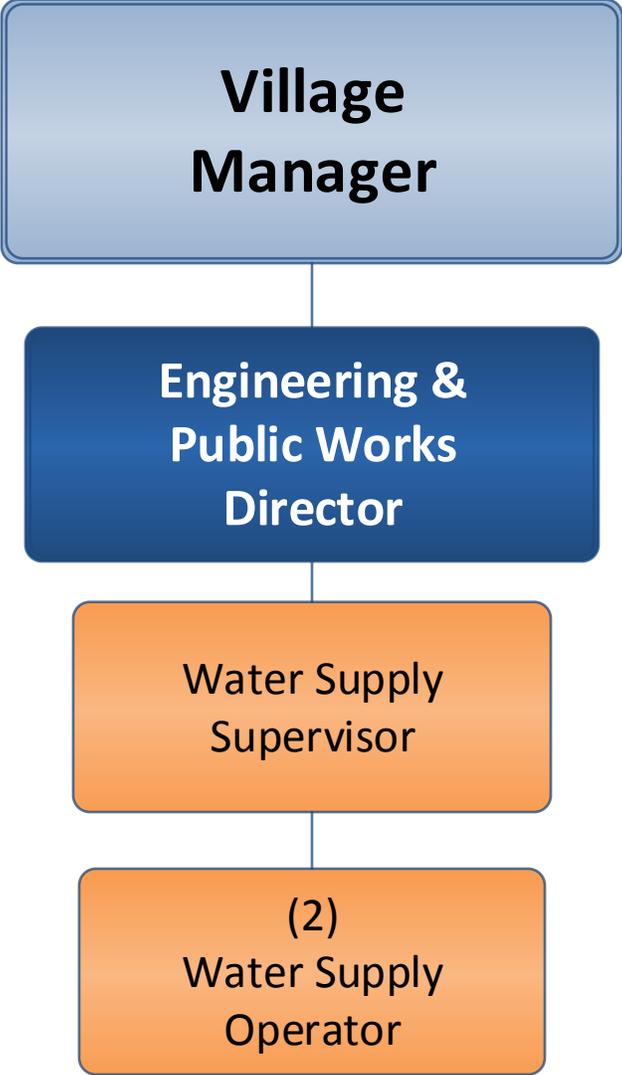
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5010 - Water & Sewer Administration

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 825,111	\$ 545,117	\$ 774,281	\$ 992,064	\$ 992,064	\$ 930,134
401-412	Salaries - Part - Time	18,853	2,739	-	-	-	10,000
401-421	Overtime Compensation	22,807	24,519	31,084	16,500	28,500	27,500
401-428	On Call Premium Pay	15	1,277	-	-	-	-
401-441	State Retirement	127,393	82,708	144,777	148,660	148,660	129,142
401-442	Social Security	63,977	40,033	61,981	86,025	86,025	78,409
401-444	Employee Insurance	138,501	97,039	127,219	201,494	201,494	198,842
401-445	Special Pension	8,351	-	-	12,378	12,378	13,107
401-446	Unemployment Compensation	2,151	843	1,786	2,000	1,500	2,000
401-450	OPEB	14,497	7,485	11,097	25,000	12,000	15,000
Total Personal Services		1,221,656	801,759	1,152,225	1,484,121	1,482,621	1,404,134
402-411	Office Supplies	695	1,030	2,286	1,850	2,000	2,000
402-413	Memberships / Subscriptions	3,471	3,413	5,140	5,210	5,245	5,210
402-414	Books / Publications / Maps	-	428	-	425	425	-
402-431	Uniforms	-	-	-	150	-	-
402-499	Miscellaneous Expense	-	6,014	-	43,650	100	250
Total Commodities		4,166	10,886	7,426	51,285	7,770	7,460
403-411	Telephone	38,941	51,247	33,644	37,400	36,000	28,400
403-412	Postage	35,856	24,100	38,979	55,390	50,000	78,340
403-421	Liability Insurance Program	249,145	113,790	249,966	466,480	460,000	470,080
403-436	Maintenance Agreements	50,952	69,702	66,959	81,575	70,500	88,868
403-451	Equipment Rentals	7,316	2,082	6,266	4,618	6,575	7,138
403-461	Consulting Services	19,659	51,360	40,473	21,000	20,000	21,000
403-463	Auditing Services	12,548	11,961	15,142	12,600	12,250	12,635
403-470	Binding & Printing	21,646	15,299	22,492	24,184	22,000	23,370
403-480	Bad Debt	-	-	4,162	-	-	-
403-496	Collection Fee Service	-	468	567	2,000	750	1,000
403-499	Miscellaneous Expense	30,945	20,204	39,860	40,400	40,000	65,890
Total Contractual Services		467,008	360,212	518,510	745,647	718,075	796,721
Total Water & Sewer Administration		\$ 1,692,830	\$ 1,172,856	\$ 1,678,161	\$ 2,281,053	\$ 2,208,466	\$ 2,208,315

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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technology

1. Communications upgrade to SCADA system. (Fourth quarter)
Completed fourth quarter.

III. Is fiscally responsible and transparent

2. Manifold Painting at Well #4 (2043 Lake Street). (Third quarter)
Completed fourth quarter.
3. Purchase confined space entry and recovery system for entry into valve vaults at reservoirs, below grade Village interconnects with other Villages, and sump pits at the elevated tanks. (Third quarter)
Completed fourth quarter.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

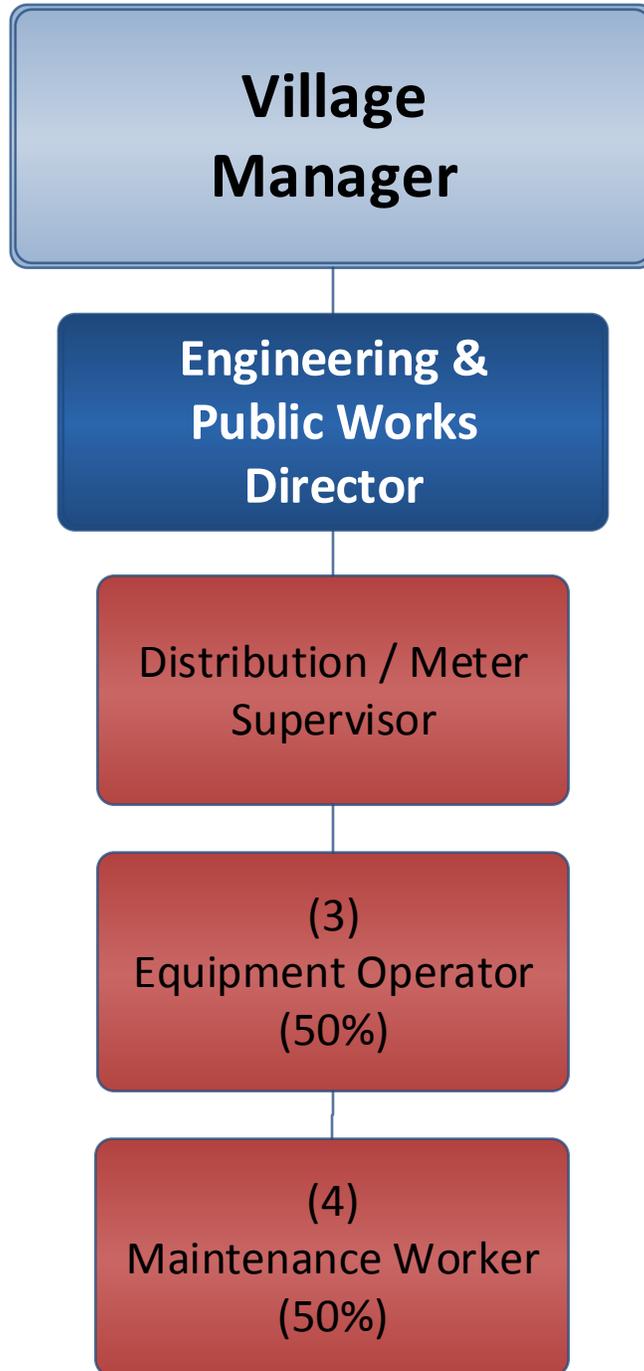
1. Rehab Well #4 north ground storage tank. (Third quarter)
2. Continue to improve appearance at Well sites. (Third quarter)
3. Evaluate existing water supply interconnects. (Fourth quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5020 - Water Treatment

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 180,555	\$ 124,734	\$ 213,572	\$ 230,922	\$ 230,992	\$ 234,387
401-421	Overtime Compensation	23,842	11,627	27,583	21,660	21,660	21,660
401-428	On Call Premium Pay	5,452	3,530	5,813	6,462	6,462	6,462
401-441	State Retirement	30,203	19,910	43,693	36,139	36,139	35,218
401-442	Social Security	15,367	9,923	19,041	19,734	19,734	19,999
401-444	Employee Insurance	34,397	24,852	25,388	28,842	28,842	28,829
Total Personal Services		289,816	194,576	335,091	343,759	343,829	346,555
402-411	Office Supplies	162	161	257	325	325	328
402-413	Memberships / Subscriptions	145	-	145	350	350	410
402-414	Books / Publications / Maps	-	-	-	150	150	-
402-426	Bulk Chemicals	968	2,059	524	2,704	2,704	1,000
402-427	Materials & Supplies	12,175	13,100	7,774	13,860	10,000	10,000
402-428	Cleaning Supplies	-	-	8	-	-	-
402-431	Uniforms	-	225	498	-	-	500
402-433	Safety & Protective Equipment	1,639	2,036	3,801	3,846	2,000	2,500
402-434	Small Tools	88	50	-	200	200	100
Total Commodities		15,177	17,632	13,007	21,435	15,729	14,838
403-411	Telephone	14,465	8,299	14,587	13,800	13,800	9,750
403-412	Postage	2,034	241	250	400	400	400
403-413	Light & Power	62,871	44,838	77,643	75,000	77,000	80,000
403-414	Natural Gas	5,242	2,913	5,023	8,000	5,500	6,500
403-434	M & R - Buildings	36,708	2,606	1,181	41,200	41,200	16,700
403-436	Maintenance Agreements	13,885	10,811	14,313	18,184	18,184	16,410
403-437	M & R - Other Equipment	1,727	356	326	9,510	9,510	10,000
403-443	M & R - Wells	-	2,824	1,475	13,500	13,500	13,500
403-445	M & R - Water Storage Tanks	120,816	3,190	388,087	7,000	7,000	13,000
403-452	Vehicle Maintenance & Replacement	23,419	13,470	13,545	9,687	9,687	14,722
403-464	Engineering Services	47,004	5,550	36,283	26,750	10,000	50,000
403-469	Testing Services	16,548	9,349	11,617	10,640	9,000	11,640
403-470	Binding & Printing	1,700	1,800	2,650	-	-	-
403-471	Schools / Conferences / Meetings	1,256	42	170	2,665	500	500
403-472	Transportation	-	-	-	150	150	-
403-497	JAWA Fixed Costs	3,039,155	2,220,921	3,759,947	2,845,819	3,644,517	3,749,345
Total Contractual Services		3,386,830	2,327,209	4,327,094	3,082,305	3,859,948	3,992,467
413-422	Improvement Other Than Buildings	7,748	-	-	-	-	-
413-443	Other Equipment	-	-	-	126,000	126,000	-
Total Capital Outlay		7,748	-	-	126,000	126,000	-
Total Water Treatment		\$ 3,699,571	\$ 2,539,418	\$ 4,675,192	\$ 3,573,499	\$ 4,345,506	\$ 4,353,860



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 1,482 hydrants.
- Yard restoration after a dig-up, water main break, sewer repair, b-box, valves, etc.
- Locate and exercise water distribution valves.
- JULIE location of Village underground utilities.
- Assist other Public Works Departments as needed - snow plowing, brush pickup, etc.

<u>PERFORMANCE ACTIVITIES AND MEASURES</u>					
Description of Measurement	2011	2012	2013	2014	2015
Miles of Water Mains	112.35	112.35	112.35	112.35	112.43
Number of Fire Hydrants	1,475	1,475	1,475	1,475	1,482
Number of System Valves	1,530	1,530	1,530	1,530	1,538
B-Box (clean, locate, repair)	336	198	218	44	207
Gate/Auxiliary Valves (clean, locate, repair)	45	30	73	9	23
Water Main Breaks	51	74	51	43	41
Water Main Breaks – Possible	49	73	44	22	23
JULIE Locates	2,118	4,445	2,744	2,388	4,032
B-Box – Installation	3	0	4	1	1
Hydrants Flushed	1,526	1,569	1,493	1,599	1,575
Hydrants Painted	613	5	58	0	0
Hydrants Repaired	144	67	51	42	66
Yard Preparation – hours	1,313	1,540	1,410	552	649
Yard Repairs - Square Yards	8,641	11,125	10,318	22,632	4,138

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

- 1. Water main replacement. (Third quarter)

DuPage County:

770 Feet Woodlake Drive (Valve #3312 to Valve #3580)

To be completed third quarter

2017 OBJECTIVES

Maintain and Enhance Infrastructure

- 1. Water Main Replacement. (Third quarter)

Cook County:

950 Feet Oakwood Avenue (Deerpath Lane to Highland Street)

950 Feet Hemlock Street (Vale #984 to tee at 6851 Hemlock Street)

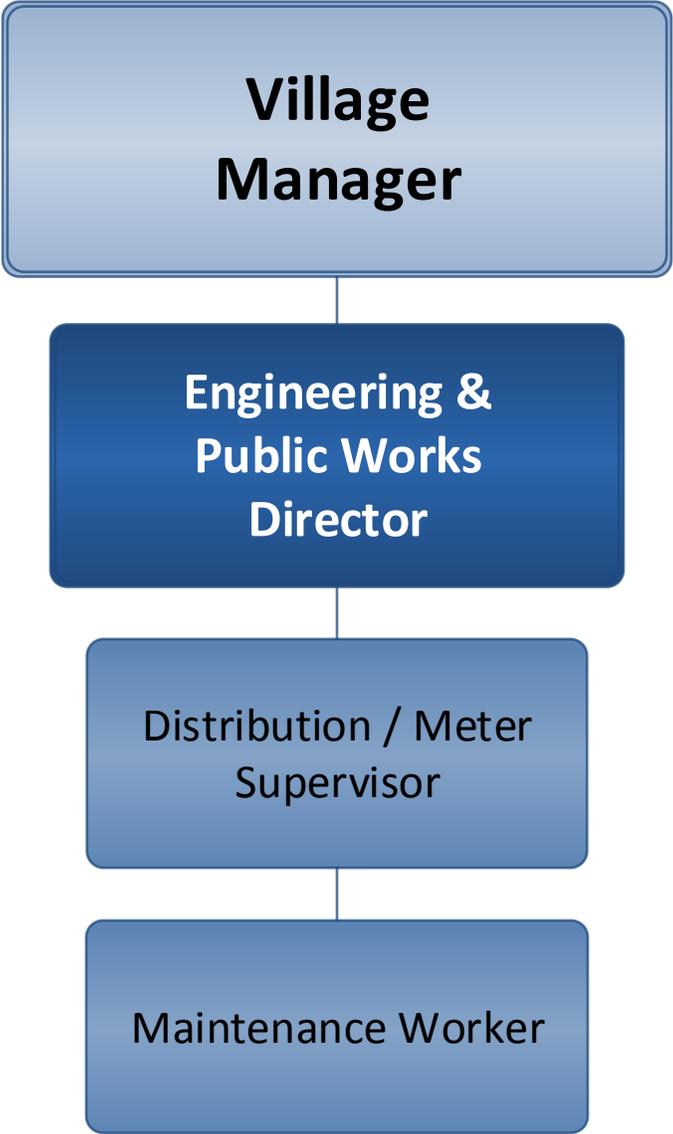
VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5030 - Water Maintenance

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 251,008	\$ 111,248	\$ 190,942	\$ 208,303	\$ 208,303	\$ 206,158
401-412	Salaries - Part - Time	3,509	1,920	6,881	7,200	-	7,200
401-421	Overtime Compensation	49,260	16,398	24,579	30,000	30,000	30,000
401-428	On Call Premium Pay	2,817	1,811	2,242	2,200	2,200	2,200
401-441	State Retirement	40,589	24,055	38,129	34,149	34,149	32,419
401-442	Social Security	20,910	16,464	14,040	19,198	19,198	18,891
401-444	Employee Insurance	40,408	27,353	34,436	48,728	48,728	59,674
Total Personal Services		408,501	199,250	311,248	349,778	342,578	356,542
402-413	Memberships / Subscriptions	75	110	265	65	65	120
402-427	Materials & Supplies	55,306	47,497	48,024	48,000	75,000	52,420
402-431	Uniforms	698	65	726	1,300	1,300	900
402-433	Safety & Protective Equipment	3,515	125	740	1,324	1,324	1,000
402-434	Small Tools	1,382	1,606	466	1,885	1,100	1,500
Total Commodities		60,976	49,403	50,220	52,574	78,789	55,940
403-435	M & R - Streets & Bridges	9,400	68,150	5,985	65,000	20,000	20,000
403-437	M & R - Other Equipment	-	-	-	400	400	400
403-444	M & R - Water Mains	34,897	19,720	26,539	20,500	40,000	23,500
403-451	Equipment Rentals	1,341	669	-	640	1,100	640
403-452	Vehicle Maintenance & Replacement	158,838	162,972	164,176	137,827	137,827	129,372
403-461	Consulting Services	-	-	-	4,625	-	5,630
403-469	Testing Services	4,227	3,097	7,505	6,000	7,000	6,000
403-471	Schools / Conferences / Meetings	90	48	48	1,100	500	1,100
Total Contractual Services		208,793	254,657	204,253	236,092	206,827	186,642
413-472	Water Mains	(34,688)	111,040	47,496	300,000	300,000	550,000
Total Capital Outlay		(34,688)	111,040	47,496	300,000	300,000	550,000
Total Water Maintenance		\$ 643,582	\$ 614,350	\$ 613,217	\$ 938,444	\$ 928,194	\$ 1,149,124

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	2011	2012	2013	2014	2015
Water Meters Read	69,019	67,094	68,284	63,655	69,239
Water Meters Replaced (5/8 x 3/4)	58	14	48	56	102
Water Meter Service Requests	6,493	6,050	6,517	6,862	6,723
Water Turn On/Off	5,899	2,612	2,917	3,138	2,815
Install R900 Radios	131	116	156	224	186
Meter Repair/Cable/Register/Reseal Meter	285	272	291	222	253
Meter Checks - High Water Bill	152	208	217	241	206

Description of Measurement	2011	2012	2013	2014	2015
Meter Leaking	18	19	14	35	10
Meters Tested	91	167	165	278	162
Meters Tested/High Billing	1	2	1	15	7
No Water - Frozen Service/Low Pressure	10	5	15	10	2
Replace Meters - Frozen/Broken Bottom	31	17	34	59	8
Replace Meters - Test/High Bill	0	2	3	4	1
Seal New Meters/Install RF900-New Construction	8	17	22	28	26
Service Status	1,053	744	724	1,094	648
Tags – Red	20	6	60	77	2
Tags - Service/Deposit	1,953	1,843	2,143	2,173	1,773
Tags - Theft of Service	26	58	51	50	76

2016 OBJECTIVES AND ACCOMPLISHMENTS

II. Offers convenience through technologies

1. Improve the efficiency of the customer service request process. (Fourth quarter)
Ongoing

III. Is fiscally responsible and transparent

2. Installation of meters and radios in new construction. (Fourth quarter)
Ongoing
3. Continue improving the efficiency and accuracy of the entire water meter testing process including rebuilding, high bill, etc. (Fourth quarter)
Ongoing

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Installation of meters and radios in new construction. (Fourth quarter)
2. Continue improving the efficiency and accuracy of the entire water meter testing process including rebuilding, high bill, etc. (Fourth quarter)

Community Image and Identity

3. Improve the efficiency of the customer service request process. (Fourth quarter)

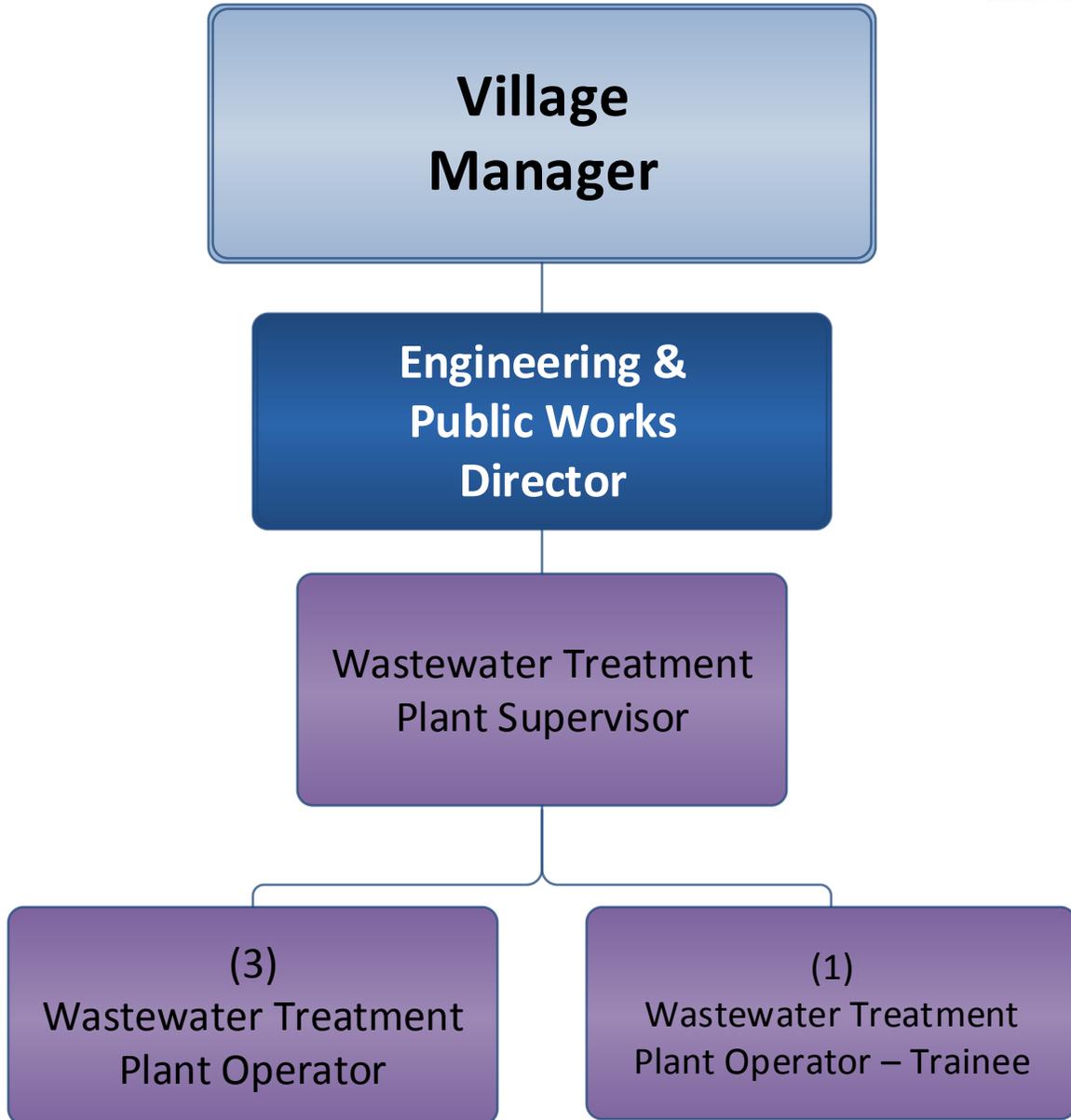
Budget Detail by Department
Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5040 - Water Meter Operations

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 86,213	\$ 59,954	\$ 99,330	\$ 95,246	\$ 95,246	\$ 95,533
401-421	Overtime Compensation	5,583	5,475	5,474	9,000	9,000	7,500
401-428	On Call Premium Pay	6,563	2,835	3,824	7,000	7,000	6,000
401-441	State Retirement	14,514	9,920	18,477	15,586	15,586	15,053
401-442	Social Security	7,357	4,929	8,316	8,510	8,510	8,532
401-444	Employee Insurance	7,640	3,165	10,012	12,315	12,315	26,404
Total Personal Services		127,870	86,279	145,433	147,657	147,657	159,022
402-411	Office Supplies	151	78	655	650	650	300
402-413	Memberships / Subscriptions	161	150	-	310	310	310
402-427	Materials & Supplies	28,832	14,290	22,557	20,547	15,000	20,547
402-431	Uniforms	330	587	600	600	600	600
402-433	Safety & Protective Equipment	207	334	446	442	442	442
402-434	Small Tools	-	-	106	150	-	-
402-437	Resale Merchandise	-	1,685	1,406	9,376	3,600	5,000
Total Commodities		29,681	17,125	25,770	32,075	20,602	27,199
403-411	Telephone	456	304	456	600	600	600
403-412	Postage	-	-	8	-	-	-
403-436	Maintenance Agreements	-	6,075	866	-	-	-
403-446	M & R - Water Meters	-	-	15,560	22,000	22,000	27,000
403-452	Vehicle Maintenance & Replacement	31,493	23,997	25,574	21,192	21,192	16,274
403-471	Schools / Conferences / Meetings	-	-	-	150	150	150
Total Contractual Services		31,949	30,376	42,465	43,942	43,942	44,024
413-443	Other Equipment	-	9,919	-	20,000	10,000	-
Total Capital Outlay		-	9,919	-	20,000	10,000	-
Total Water Meter Operations		\$ 189,500	\$ 143,699	\$ 213,667	\$ 243,674	\$ 222,201	\$ 230,245

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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Continue Zinc program and permitting process in the Turnberry Industrial Park. (Fourth quarter)
Completed fourth quarter.
2. Initiate phosphorous study at STP 1 per NPDES Permit requirements. (Fourth quarter)
Completed fourth quarter.
3. Construct sludge storage building. (Fourth quarter)
Rescheduled to FY17.
4. SCADA System conversion from phone line to cellular communication. (Fourth quarter)
Completed fourth quarter.

ADDITIONAL ACCOMPLISHMENTS

1. Replaced ditch drive gear box #11.
2. Cleaned the sewage treatment plant aerobic digester.
3. Painted the pretreatment building at STP 1.
4. Renegotiated the sludge hauling contract.
5. Renegotiated the North Hill leachate agreement.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Complete IEPA CMOM Infrastructure program. (Fourth quarter)
2. Installation of replacement shingles on three buildings at STP 1. (Second quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment

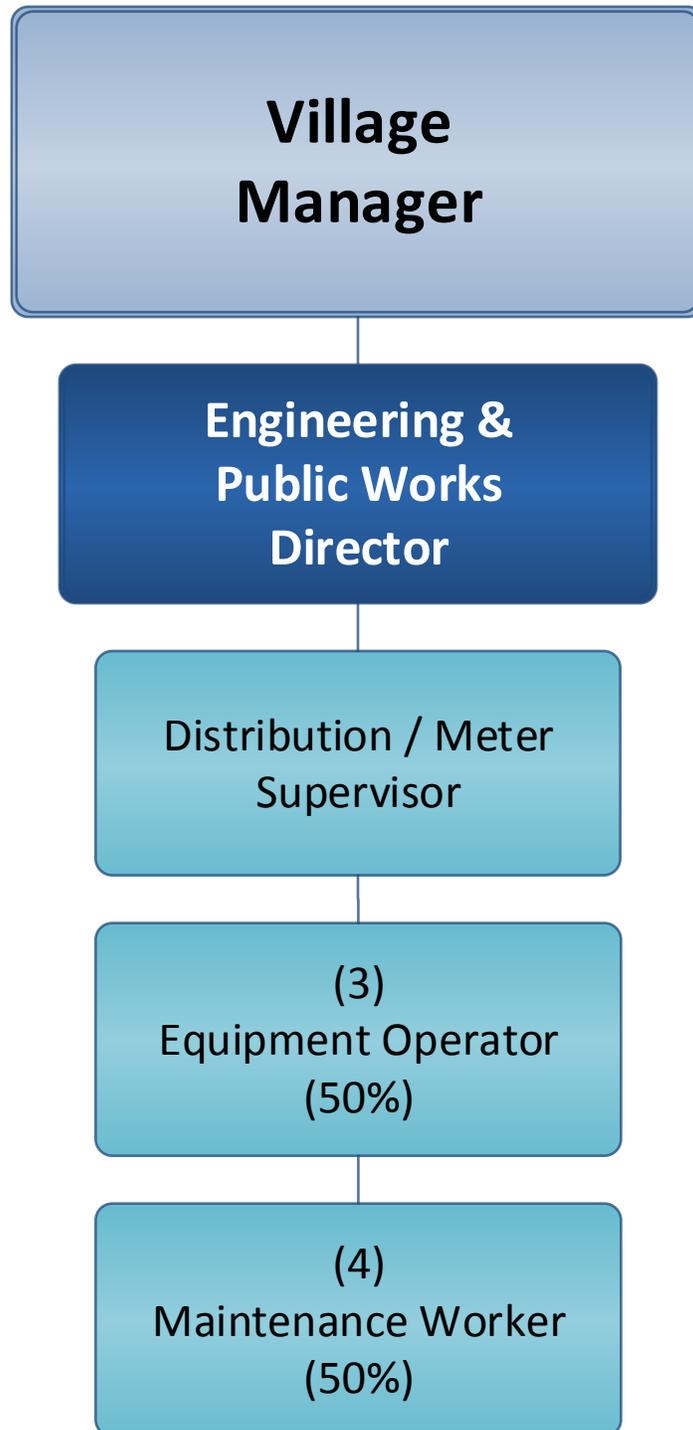
Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 348,735	\$ 242,277	\$ 331,397	\$ 352,026	\$ 352,026	\$ 358,057
401-412	Salaries - Part - Time	4,580	1,840	3,700	6,000	-	5,000
401-421	Overtime Compensation	32,749	21,328	35,509	26,851	26,851	26,851
401-428	On Call Premium Pay	6,129	4,111	6,240	6,240	6,240	6,240
401-441	State Retirement	57,086	39,044	65,993	53,080	53,080	52,300
401-442	Social Security	29,318	19,756	29,029	28,984	28,984	29,744
401-444	Employee Insurance	120,760	84,345	82,594	86,843	86,843	81,468
Total Personal Services		599,357	412,701	554,462	560,024	554,024	559,660
402-411	Office Supplies	295	176	501	400	400	400
402-413	Memberships / Subscriptions	12,782	1,541	21,827	28,540	25,000	32,520
402-414	Books / Publications / Maps	-	-	-	70	70	-
402-421	Gasoline & Lube	-	454	735	500	500	500
402-426	Bulk Chemicals	4,342	3,449	10,320	15,565	15,565	12,000
402-427	Materials & Supplies	22,437	16,747	18,602	20,000	20,000	19,000
402-428	Cleaning Supplies	1,494	406	982	2,084	2,084	1,100
402-429	Parts & Accessories - Non - Auto	96	-	153	-	-	-
402-431	Uniforms	436	232	1,007	700	700	700
402-433	Safety & Protective Equipment	1,523	654	686	1,133	1,133	1,133
402-434	Small Tools	241	-	124	250	250	200
Total Commodities		43,646	23,658	54,938	69,242	65,702	67,553
403-411	Telephone	13,507	9,191	19,358	21,900	21,900	19,350
403-412	Postage	204	156	187	600	300	200
403-413	Light & Power	109,877	97,028	141,348	130,000	141,000	146,000
403-414	Natural Gas	5,934	1,129	2,466	5,000	2,500	3,000
403-434	M & R - Buildings	11,833	1,337	17,826	12,295	10,000	10,795
403-436	Maintenance Agreements	1,460	-	1,478	2,200	2,200	2,200
403-441	M & R - Sewer Treatment Plant	52,353	53,530	43,944	68,500	58,000	60,000
403-442	M & R - Sewer Lines	11,176	10,856	9,627	19,000	15,000	15,000
403-451	Equipment Rentals	152,305	101,604	175,229	258,000	258,000	150,000
403-452	Vehicle Maintenance & Replacement	40,651	30,903	32,759	28,680	28,680	26,379
403-464	Engineering Services	45,963	43,842	88,519	122,750	110,000	36,000
403-468	Uniform Rentals	3,044	2,476	2,675	4,000	-	-
403-469	Testing Services	5,106	2,869	7,292	10,000	10,000	10,000
403-471	Schools / Conferences / Meetings	759	1,529	(283)	2,400	2,400	1,200
403-472	Transportation	13	-	-	800	548	-
403-489	IEPA Discharge Fee	17,500	17,500	17,500	17,500	17,500	18,000
Total Contractual Services		471,685	373,949	559,926	703,625	678,028	498,124

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5050 - Sewage Treatment - Continued

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures (Continued)							
413-421	Buildings	-	-	-	15,000	13,680	75,000
413-443	Other Equipment	(10,109)	30,886	15,755	177,000	170,000	68,000
413-461	Sewage Treatment Plant	28,808	-	121,000	550,000	-	-
Total Capital Outlay		18,699	30,886	136,755	742,000	183,680	143,000
Total Sewage Treatment		\$ 1,133,387	\$ 841,194	\$ 1,306,080	\$ 2,074,891	\$ 1,481,434	\$ 1,268,337



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 222,233 feet or 41.9 miles. Additionally, bi-annual preventative maintenance of sanitary sewers in DuPage County consisting of 275,300 feet or 52.14 miles including inspection of manhole conditions.
- Emergency dig up due to complete blockage of roots or collapsed section of sewer main.
- Repair or reconstruct sanitary sewer manhole due to deteriorating condition, as needed.
- Visual inspection of sewer lines using portable television camera and monitor, as needed, when problems occur during preventative maintenance; and to assist residents to determine responsibility of sewer problem.
- Assist other Public Works Divisions as needed – snow plowing, brush pickup, etc.

PERFORMANCE ACTIVITIES AND MEASURES					
Description of Measurement	2011	2012	2013	2014	2015
Miles of Sanitary Sewers	93.8	93.8	93.8	93.8	94.03
Number of Manholes	2,346	2,347	2,346	2,348	2,353
Sanitary Sewer Backups	8	14	10	11	23
Sanitary Sewer Backup – Possible	86	81	61	23	28
Sanitary Sewer Inspections	2,510	1,342	1,061	863	3,528
Sanitary Sewer PM Root Cut/Jet (in. ft.)	362,867	287,313	186,928	49,076	413,787
Sanitary Sewer Televising (ft.)	30,063	26,589	2,801	600	20,831
Sanitary Sewer Repair – Each	5	2	0	1	2

2016 OBJECTIVES AND ACCOMPLISHMENTS

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

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)
Ongoing
2. Determine locations and severity of infiltration entering into the sanitary system. (Fourth quarter)
Ongoing
3. Reline sanitary sewers in Cook County. Locations to be determined. (Third quarter)
Ongoing

ADDITIONAL ACCOMPLISHMENTS

Sanitary Sewer Improvement Program

Televising of Sanitary Sewer Lines Completed by Calendar Year (feet)		Relining of Sanitary Sewer Lines Completed by Calendar Year (feet)	
1989	18,576	1989	0
1990	17,864	1990	0
1991	14,491	1991	6,943
1992	19,679	1992	10,636
1993	51,207	1993	12,053
1994	18,355	1994	3,684
1995	22,227	1995	5,054
1996	0*	1996	2,875
1997	49,007	1997	0
1998	0*	1998	0
1999	37,051	1999	0
2000	66,218	2000	1,580
2001	42,065	2001	2,816
2002	30,917	2002	0
2003	1,320	2003	222
2004	505	2004	182
2005	20,551	2005	0
2006	25,547	2006	0
2007	39,422	2007	1,400
2008	3,851	2008	2,764
2009	41,425	2009	0
2010	38,865	2010	2,338
2011	30,063	2011	2,324
2012	26,089	2012	2,512
2013	1,315	2013	2,338
2014	600	2014	0**
2014B	19,191	2014B	0**
2015	20,831	2015	0**
Total:	672,006 feet or 127.273 Miles	Total:	59,721 feet or 11.312 Miles

*No televising due to loss of vehicle.

**Postponed due to sanitary sewer force main collapse. Funding held back due to unknown cost of force main evaluation.

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Continue televising Cook County sanitary sewers to evaluate the rehab priorities. (Fourth quarter)
2. Determine locations and severity of infiltration entering into the sanitary system. (Fourth quarter)
3. Reline sanitary sewers in Cook County. Locations to be determined. (Third quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5060 - Sewer Maintenance

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
401-411	Salaries - Regular	\$ 182,792	\$ 147,860	\$ 192,551	\$ 208,303	\$ 208,303	\$ 206,158
401-412	Salaries - Part - Time	12,432	7,912	14,272	21,600	21,600	14,400
401-421	Overtime Compensation	1,220	14,692	21,363	5,000	30,000	21,000
401-428	On Call Premium Pay	1,013	1,811	2,188	2,200	2,200	2,200
401-441	State Retirement	27,901	23,861	37,012	30,752	30,752	28,916
401-442	Social Security	15,123	16,905	14,142	18,445	18,445	18,124
401-444	Employee Insurance	37,826	27,918	33,997	61,572	61,572	62,202
Total Personal Services		278,307	240,959	315,525	347,872	372,872	353,000
402-421	Gasoline & Lube	-	-	-	-	-	-
402-427	Materials & Supplies	17,708	15,811	8,597	15,800	20,000	15,800
402-429	Parts & Accessories - Non - Auto	477	10,827	7,585	16,300	16,300	9,300
402-431	Uniforms	1,012	282	1,000	1,000	1,200	1,000
402-433	Safety & Protective Equipment	823	569	710	2,140	2,140	2,140
402-434	Small Tools	90	-	76	160	160	160
Total Commodities		20,110	27,489	17,968	35,400	39,800	28,400
403-433	M & R - Communication Equipment	-	-	-	60	-	-
403-435	M & R - Streets & Bridges	10,870	-	2,707	11,000	8,000	8,000
403-437	M & R - Other Equipment	-	493	29	400	400	400
403-442	M & R - Sewer Lines	25,239	-	105	3,000	3,000	3,000
403-452	Vehicle Maintenance & Replacement	283,227	240,686	230,123	181,173	181,173	174,838
403-464	Engineering Services	53,718	10,581	6,040	-	-	-
403-471	Schools / Conferences / Meetings	5	-	-	1,400	500	600
403-472	Transportation	25	33	-	60	-	-
Total Contractual Services		373,084	251,794	239,004	197,093	193,073	186,838
413-443	Other Equipment	-	50,748	(29,720)	-	-	-
413-462	Sewer Lines	11,200	40,617	215,027	535,000	335,000	400,000
Total Capital Outlay		11,200	91,365	185,307	535,000	335,000	400,000
Total Sewer Maintenance		\$ 682,701	\$ 611,607	\$ 757,803	\$ 1,115,365	\$ 940,745	\$ 968,238

5070 – Debt Service and Depreciation



VILLAGE OF HANOVER PARK, ILLINOIS
 Budget Detail by Department
 Fiscal Year Ending December 31, 2017

Fund 050 - Water and Sewer Fund

Department 5070 - Depreciation & Debt Service

Account	Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Expenditures							
403-482	JAWA Operating Costs	\$ 963,339	\$ 675,160	\$ 1,146,409	\$ 975,000	\$ 1,122,746	\$ 1,269,050
403-493	Depreciation Expense	949,955	638,481	927,480	657,636	934,147	844,580
Total Contractual Services		<u>1,913,294</u>	<u>1,313,641</u>	<u>2,073,889</u>	<u>1,632,636</u>	<u>2,056,893</u>	<u>2,113,630</u>
411-418	Principal - IEPA Loan	-	-	-	345,136	346,542	232,912
411-421	Interest - IEPA Loan	41,719	28,623	20,114	18,892	17,487	7,873
Total Debt Service		<u>41,719</u>	<u>28,623</u>	<u>20,114</u>	<u>364,028</u>	<u>364,029</u>	<u>240,785</u>
412-431	General Capital Outlay	421,795	125,250	125,000	196,000	196,000	220,000
Total Interfund Transfers		<u>421,795</u>	<u>125,250</u>	<u>125,000</u>	<u>196,000</u>	<u>196,000</u>	<u>220,000</u>
Total Depreciation & Debt Service		<u>\$ 2,376,808</u>	<u>\$ 1,467,514</u>	<u>\$ 2,219,003</u>	<u>\$ 2,192,664</u>	<u>\$ 2,616,922</u>	<u>\$ 2,574,415</u>

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
1997 Illinois Environmental Protection Agency Note
December 31, 2017

Date of Issue	April 9, 1997
Date of Maturity	April 9, 2017
Authorized Issue	\$3,750,000
Interest Rates	2.815%
Interest Dates	April 9 and October 9
Principal Maturity Date	April 9 and October 9
Payable at	Illinois Environmental Protection Agency

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
4/9/2017	121,535	1,710	123,245
	\$ 121,535	\$ 1,710	\$ 123,245

VILLAGE OF HANOVER PARK, ILLINOIS
Long Term Debt Requirements
2000 Illinois Environmental Protection Agency Note
December 31, 2017

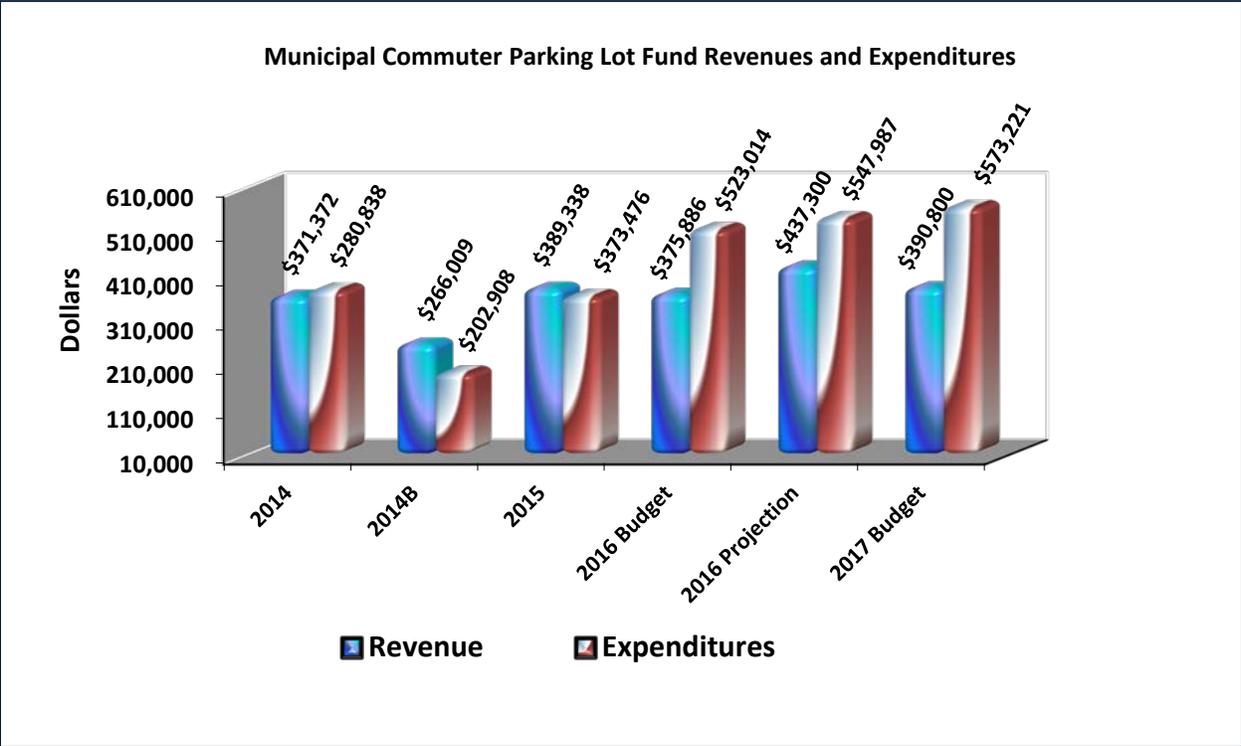
Date of Issue	April 12,2000
Date of Maturity	July 1,2019
Authorized Issue	\$1,784,916
Interest Rates	2.625%
Interest Dates	January 1 and July 1
Principal Maturity Date	January 1 and July 1
Payable at	Illinois Environmental Protection Agency

CURRENT AND FUTURE PRINCIPAL AND INTEREST REQUIREMENTS

<u>Date</u>	<u>Principal</u>	<u>Interest</u>	<u>Totals</u>
1/1/2017	54,608	4,161	58,769
7/1/2017	55,325	3,444	58,769
1/1/2018	56,051	2,718	58,769
7/1/2018	56,787	1,982	58,769
1/1/2019	57,532	1,237	58,769
7/1/2019	36,694	482	37,176
	\$ 316,997	\$ 14,024	\$ 331,021
	\$ 316,997	\$ 14,024	\$ 331,021

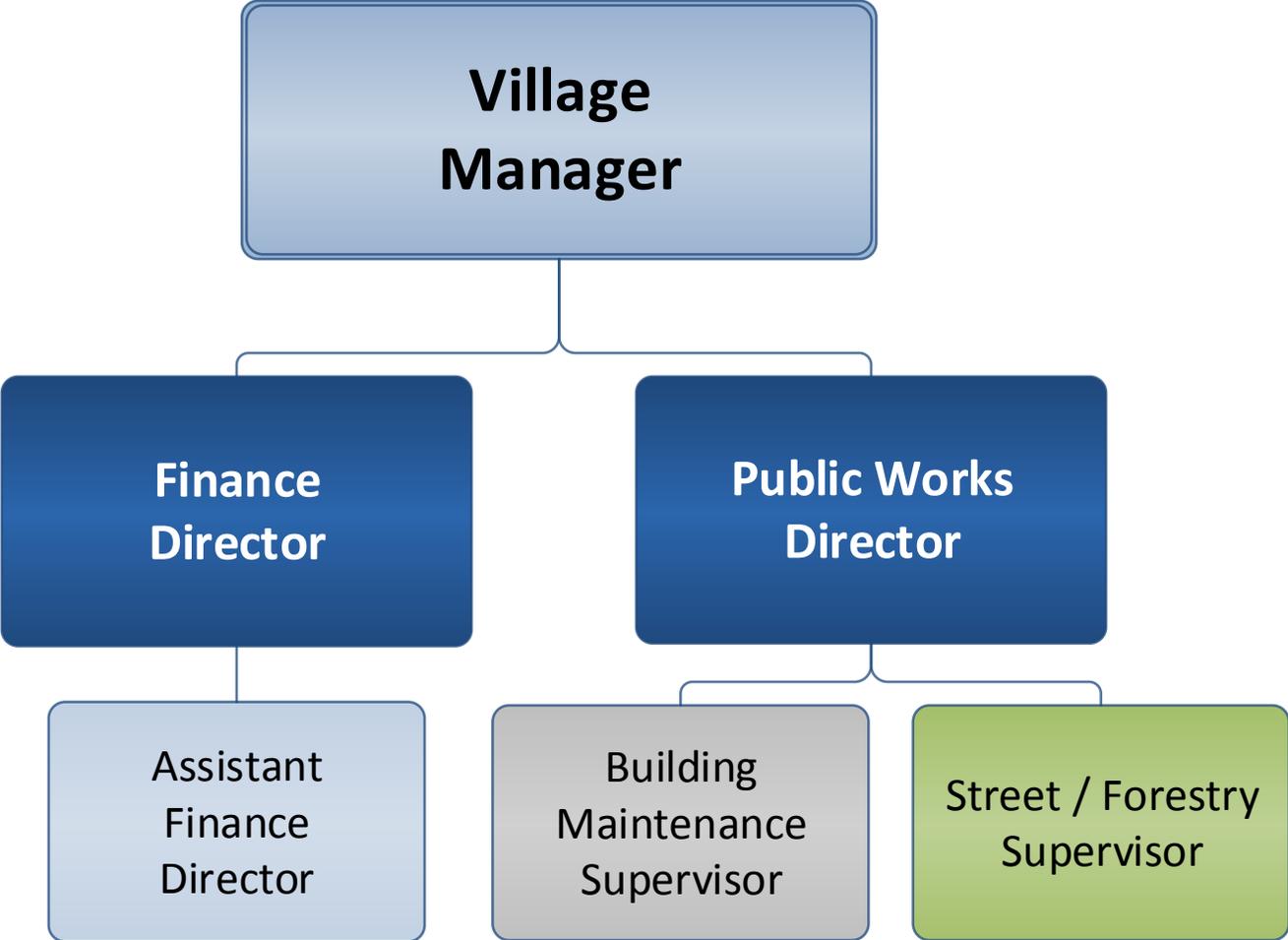
MUNICIPAL COMMUTER PARKING LOT FUND

The Municipal Commuter Parking Lot Fund – used to account for the operations associated with the 1399 commuter parking spaces at Hanover Park. The Public Works Department is responsible for maintaining the parking lots at the train station. Public Works Department manages snow removal, landscaping, tree planting, parking machine maintenance, asphalt and street lighting repairs. The Village offers a daily parking fee of \$1.50 per day. Annual passes for \$330.00 (discounted until December 31st). Monthly pass for \$30.00.



Municipal Parking lot fees increased in Fiscal Year 2011 from \$1.00 to \$1.25 and again in Fiscal Year 2013 to \$1.50.

051 – Municipal Commuter Parking Lot



51 - 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.

2016 OBJECTIVES AND ACCOMPLISHMENTS

1. Maintain and Enhance Infrastructure

1. Continue high level of customer service delivery. (Full Year)
2. Improved north side parking resurfacing including deep patching, storm sewer repair, and overlay. (Third Quarter)
3. Improved lighting with installation of 20 LED fixtures and 13 light poles. Partially funded via grant revenue from METRA. (Second Quarter.)
4. Requested additional grant dollars for continued capital improvement. (Third Quarter)

2017 OBJECTIVES

Maintain and Enhance Infrastructure

1. Reconstruct approximately 2/3 of the south side parking lot. (Second & Third quarter)
2. Continue working with METRA towards identifying available grant funding to improve station and adjoining parking and property. (Full Year)

Effective Governance

2. Continue high level of customer service delivery. (First quarter)

VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 51 - Municipal Commuter Lot Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
323-309 Parking Lot Meter Fee	\$ 147,223	\$ 105,325	\$ 156,600	\$ 147,789	\$ 152,000	\$ 153,600
323-310 Parking Lot Permit Fee	223,962	160,570	232,805	225,000	235,000	237,000
Total Charges for Services	371,185	265,895	389,405	372,789	387,000	390,600
361-300 Interest On Investments	187	114	87	100	350	200
Total Investment Income	187	114	87	100	350	200
380-309 Reimbursed Exp. Miscellaneous	-	-	-	-	49,950	-
380-339 Insurance Reserve Refund	-	-	-	2,997	-	-
389-303 Miscellaneous Income	-	-	(154)	-	-	-
Total Miscellaneous Revenue	-	-	(154)	2,997	49,950	-
Total Revenues and Other Financing Sources	\$ 371,372	\$ 266,009	\$ 389,338	\$ 375,886	\$ 437,300	\$ 390,800
Expenditures and Other Financing Uses						
401-411 Salaries - Regular	\$ 114,106	\$ 73,275	\$ 108,171	\$ 97,333	\$ 104,800	\$ 105,057
401-421 Overtime Compensation	131	2,894	4,790	4,000	4,000	4,000
401-428 On Call Premium Pay	81	855	1,601	1,000	1,000	1,000
401-441 State Retirement	17,086	11,140	19,876	13,773	14,500	14,470
401-442 Social Security	8,542	5,443	8,943	7,521	8,400	8,255
401-444 Employee Insurance	53,199	11,534	28,701	29,968	29,968	29,590
Total Personal Services	193,145	105,141	172,082	153,595	162,668	162,372
402-411 Office Supplies	1,053	1,115	1,191	1,394	1,394	1,394
402-426 Bulk Chemicals	2,024	2,261	2,086	2,000	2,000	2,000
402-427 Materials & Supplies	3,019	98	4,270	5,650	5,650	4,500
402-428 Cleaning Supplies	839	858	-	900	900	900
Total Commodities	6,935	4,332	7,547	9,944	9,944	8,794
403-412 Postage	254	153	452	300	300	300
403-413 Light & Power	12,666	8,348	13,540	15,000	15,000	15,000
403-414 Natural Gas	3,200	1,030	2,392	3,200	3,200	3,200
403-421 Liability Insurance Program	15,400	6,940	9,561	-	-	-
403-434 M & R - Buildings	4,842	2,355	5,476	5,000	5,000	5,000
403-435 M & R - Streets & Bridges	66,333	20,893	59,982	56,000	56,000	56,000
403-436 Maintenance Agreements	11,880	11,880	15,732	13,200	13,700	13,680
403-455 Real Property Rental	775	775	-	775	775	775
403-493 Depreciation Expense	43,656	29,104	43,656	37,500	50,000	51,500
403-499 Miscellaneous Expense	4,116	2,668	6,388	3,500	6,400	6,600
Total Contractual Services	163,122	84,146	157,179	134,475	150,375	152,055

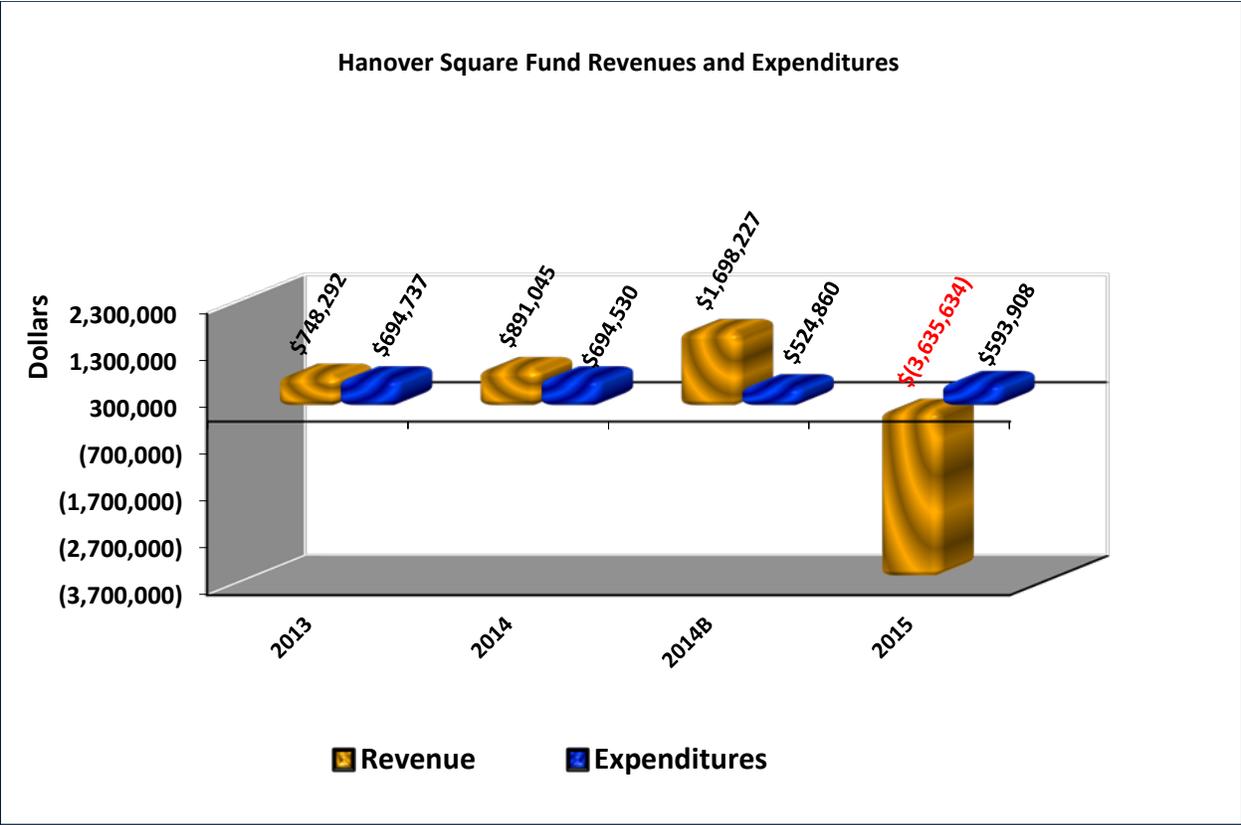
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 51 - Municipal Commuter Lot Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
<i>Expenditures and Other Financing Uses (Continued)</i>						
413-422 Improvement Other Than Buildings	24,382	9,289	36,668	225,000	225,000	250,000
Total Capital Outlay	<u>24,382</u>	<u>9,289</u>	<u>36,668</u>	<u>225,000</u>	<u>225,000</u>	<u>250,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 387,584</u>	<u>\$ 202,908</u>	<u>\$ 373,476</u>	<u>\$ 523,014</u>	<u>\$ 547,987</u>	<u>\$ 573,221</u>
Net Position	<u>\$ (16,212)</u>	<u>\$ 63,101</u>	<u>\$ 15,863</u>	<u>\$ (147,128)</u>	<u>\$ (110,687)</u>	<u>\$ (182,421)</u>
Net Investment in Capital Assets	2,277,111	2,248,007	2,204,351	2,391,851	2,379,351	2,577,851
Unrestricted	<u>190,476</u>	<u>282,682</u>	<u>264,065</u>	<u>154,437</u>	<u>203,378</u>	<u>20,957</u>
Ending Net Position	<u>\$ 2,467,587</u>	<u>\$ 2,530,689</u>	<u>\$ 2,468,416</u>	<u>\$ 2,546,288</u>	<u>\$ 2,582,729</u>	<u>\$ 2,598,808</u>

HANOVER SQUARE FUND

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



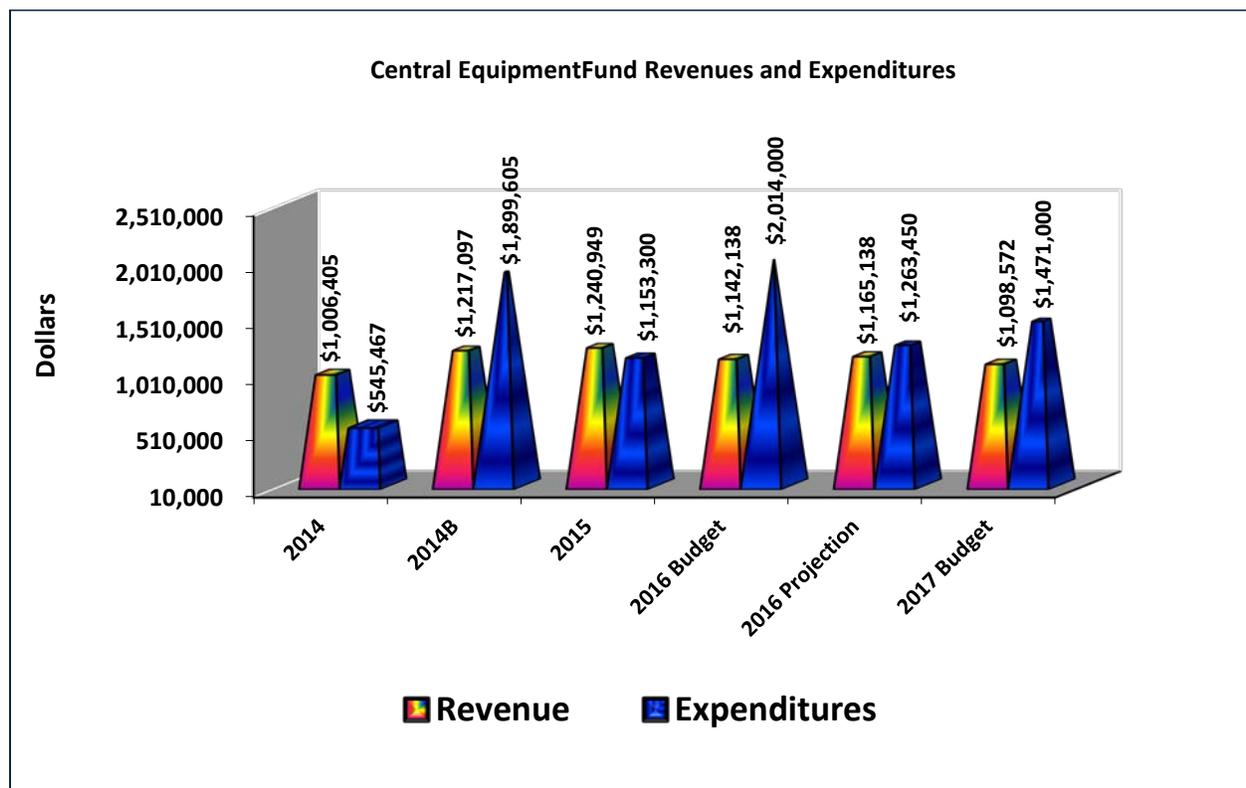
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 52 - Hanover Square Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget
Revenues and Other Financing Sources				
361-300 Interest On Investments	\$ 216	\$ 31	\$ 105	\$ -
Total Investment Income	<u>216</u>	<u>31</u>	<u>105</u>	<u>-</u>
364-300 Rental Income	667,735	515,793	610,119	-
364-301 Common Area Maintenance	42,614	30,308	32,622	-
364-302 Late Fee Revenue	354	698	801	-
380-304 Reimbursed Exp. Property Damage	-	1,752	-	-
389-303 Miscellaneous Income	-	13,880	(1)	-
Total Miscellaneous Income	<u>710,703</u>	<u>562,431</u>	<u>643,541</u>	<u>-</u>
391-333 Interfund TIF #3	-	-	(4,279,281)	-
Total Interfund Transfers	<u>-</u>	<u>-</u>	<u>(4,279,281)</u>	<u>-</u>
392-304 Capital Contributions	180,126	1,135,765	-	-
Total Other	<u>180,126</u>	<u>1,135,765</u>	<u>-</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 891,045</u>	<u>\$ 1,698,227</u>	<u>\$ (3,635,634)</u>	<u>\$ -</u>
Expenditures and Other Financing Uses				
402-411 Office Supplies	\$ 375	\$ -	\$ 8	\$ -
Total Commodities	<u>375</u>	<u>-</u>	<u>8</u>	<u>-</u>
403-413 Light & Power	42,836	22,428	25,490	-
403-416 Property Taxes	419,727	289,442	-	-
403-434 M & R - Buildings	58,763	70,278	27,896	-
403-436 Maintenance Agreements	113,350	55,348	86,365	-
403-461 Consulting Services	38,161	16,346	99,339	-
403-462 Legal Services	-	-	57,431	-
403-493 Depreciation Expense	21,230	71,019	-	-
403-499 Miscellaneous Expense	88	-	200,193	-
Total Contractual Services	<u>694,155</u>	<u>524,860</u>	<u>496,715</u>	<u>-</u>
413-421 Buildings	-	-	97,186	-
Total Capital Outlay	<u>-</u>	<u>-</u>	<u>97,186</u>	<u>-</u>
Total Expenditures and Other Financing Uses	<u>\$ 694,530</u>	<u>\$ 524,860</u>	<u>\$ 593,908</u>	<u>\$ -</u>
Net Position	<u>\$ 196,515</u>	<u>\$ 1,173,366</u>	<u>\$ (4,229,543)</u>	<u>\$ -</u>
Net Investment in Capital Assets	3,214,534	4,279,281	4,279,281	-
Unrestricted	<u>(158,356)</u>	<u>(49,738)</u>	<u>(4,279,281)</u>	<u>-</u>
Ending Net Position	<u>\$ 3,056,178</u>	<u>\$ 4,229,543</u>	<u>\$ 0</u>	<u>\$ -</u>

CENTRAL EQUIPMENT FUND

Central Equipment Fund - also known as Sinking Fund was established to provide for the replacement of large, expensive and longer-lasting equipment of the Village. This equipment includes items such as fire apparatus, squad cars, and dump trucks, etc. Equipment needs are evaluated each year and the schedule modified for changes in the condition of the equipment. Some items may need replacement sooner than expected due to high maintenance costs and other items lives may be extended thus delaying their replacements. Financing is provided by transfers from the various village funds.



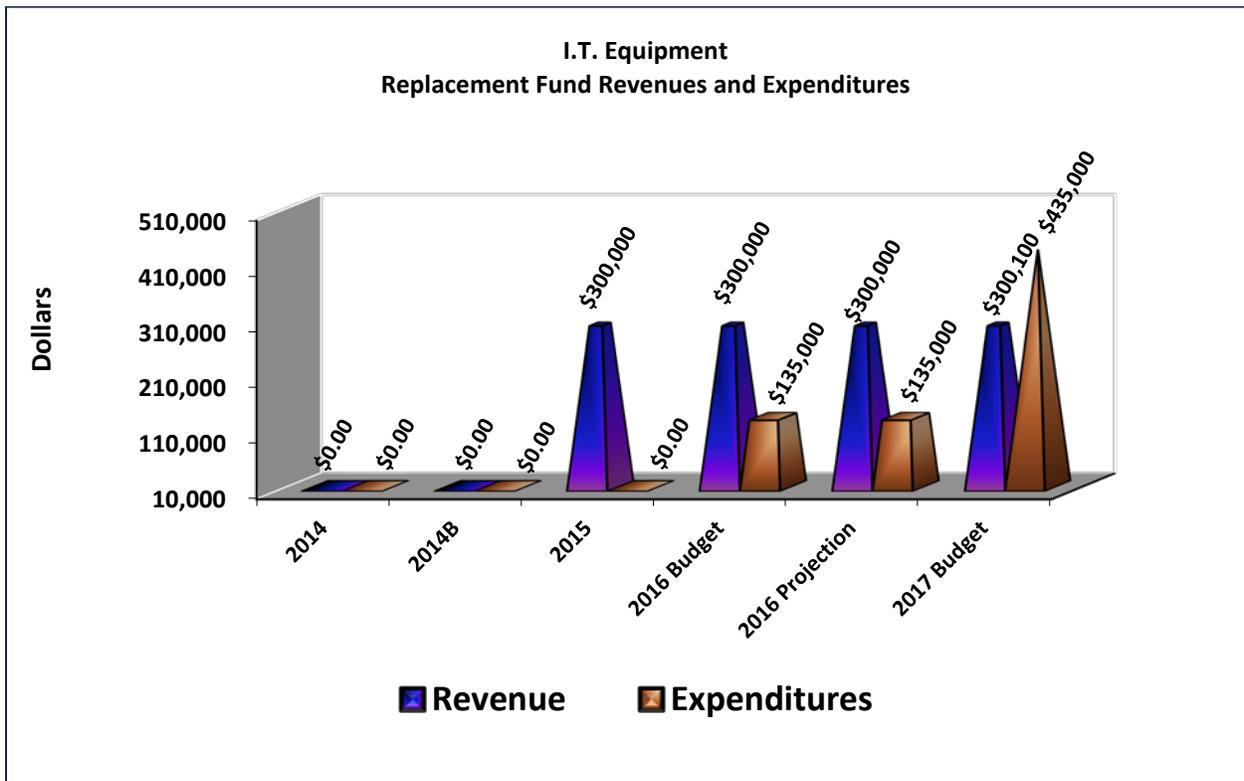
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 61 - Central Equipment Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 17,134	\$ (229,465)	\$ 13,751	\$ 10,000	\$ 13,000	\$ 15,000
Total Investment Income	<u>17,134</u>	<u>(229,465)</u>	<u>13,751</u>	<u>10,000</u>	<u>13,000</u>	<u>15,000</u>
389-301 General Fund	663,572	908,508	935,585	903,146	903,146	871,555
389-350 Water & Sewer Fund	278,525	472,028	276,714	228,992	228,992	212,017
389-351 Commuter Lot Fund	-	-	-	-	-	-
Total Interfund Transfers	<u>942,097</u>	<u>1,380,536</u>	<u>1,212,299</u>	<u>1,132,138</u>	<u>1,132,138</u>	<u>1,083,572</u>
392-301 Gain - Sale of Capital Assets	47,174	66,026	14,899	-	20,000	-
Total Other	<u>47,174</u>	<u>66,026</u>	<u>14,899</u>	<u>-</u>	<u>20,000</u>	<u>-</u>
Total Revenues and Other Financing Sources	<u>\$ 1,006,405</u>	<u>\$ 1,217,097</u>	<u>\$ 1,240,949</u>	<u>\$ 1,142,138</u>	<u>\$ 1,165,138</u>	<u>\$ 1,098,572</u>
Expenditures and Other Financing Uses						
403-493 Depreciation Expense	\$ 491,831	\$ 324,852	\$ 537,699	\$ -	\$ -	\$ -
Total Contractual Services	<u>491,831</u>	<u>324,852</u>	<u>537,699</u>	<u>-</u>	<u>-</u>	<u>-</u>
413-441 Automobiles	-	642,171	210,658	249,000	190,000	160,000
413-442 Trucks	-	824,341	303,136	1,765,000	1,028,450	1,012,000
413-443 Other Equipment	53,636	108,241	101,807	-	45,000	299,000
Total Capital Outlay	<u>53,636</u>	<u>1,574,753</u>	<u>615,600</u>	<u>2,014,000</u>	<u>1,263,450</u>	<u>1,471,000</u>
Total Expenditures and Other Financing Uses	<u>\$ 545,467</u>	<u>\$ 1,899,605</u>	<u>\$ 1,153,300</u>	<u>\$ 2,014,000</u>	<u>\$ 1,263,450</u>	<u>\$ 1,471,000</u>
Net Position	<u>\$ 460,938</u>	<u>\$ (682,508)</u>	<u>\$ 87,650</u>	<u>\$ (871,862)</u>	<u>\$ (98,312)</u>	<u>\$ (372,428)</u>
Beginning Net Position - Restricted	3,654,360	3,045,131	3,123,032	5,137,032	4,386,482	6,608,032
Beginning Net Position - Unrestricted	<u>3,671,159</u>	<u>4,882,222</u>	<u>5,507,571</u>	<u>4,010,360</u>	<u>5,409,259</u>	<u>5,036,831</u>
Ending Net Position	<u>\$ 7,325,519</u>	<u>\$ 7,927,353</u>	<u>\$ 8,630,603</u>	<u>\$ 9,147,392</u>	<u>\$ 9,795,741</u>	<u>\$ 11,644,863</u>

I.T. EQUIPMENT REPLACEMENT FUND

I.T. Equipment Replacement Fund – accounts for the funds annually set aside for timely replacement of equipment that meet the current business operation. Equipment includes computers, printers, copiers, data storage devices, scanners, telecommunications equipment. The Village Board established the Fund in 2015. Financing is provided by transfers from the various village funds.



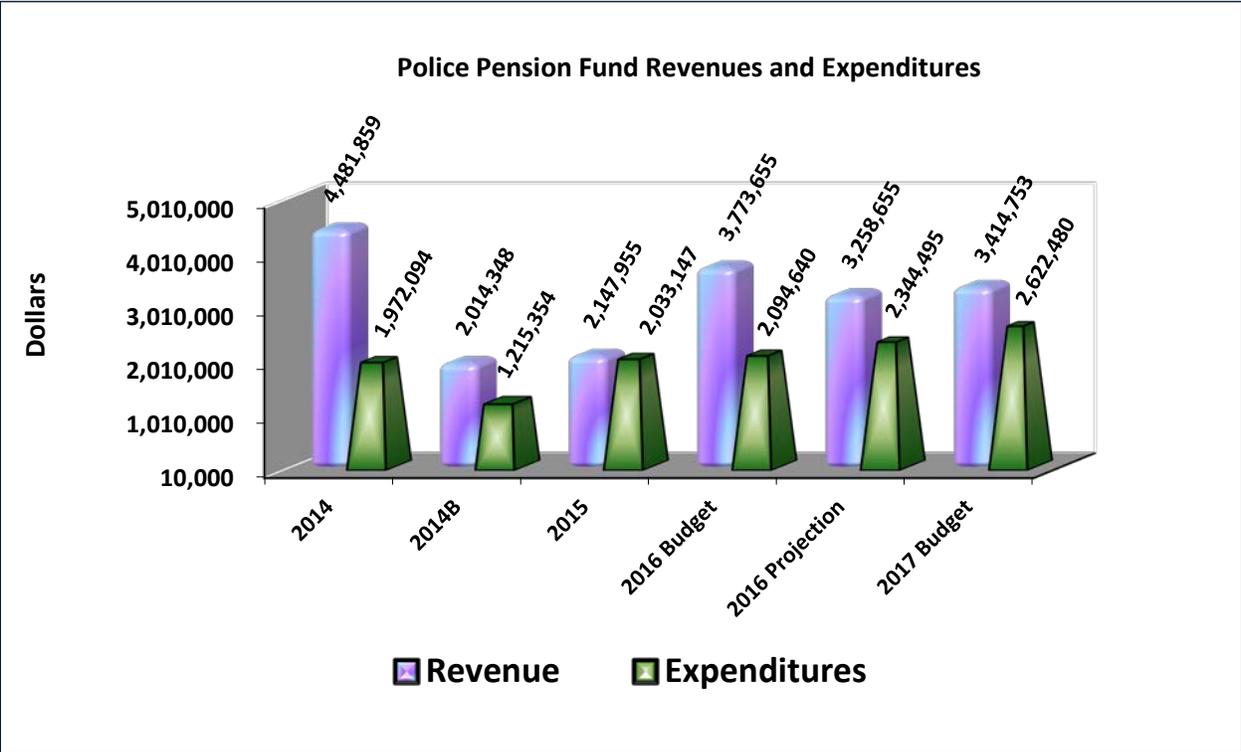
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 62 - I.T. Equipment Replacement Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
361-300	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 100
Total Investment Income	-	-	-	-	-	100
391-301 General Fund	-	-	300,000	180,000	180,000	180,000
391-350 Water & Sewer Fund	-	-	-	120,000	120,000	120,000
Total Interfund Transfers	-	-	300,000	300,000	300,000	300,000
Total Revenues and Other Financing Sources	\$ -	\$ -	\$ 300,000	\$ 300,000	\$ 300,000	\$ 300,100
Expenditures and Other Financing Uses						
413-431 I.T. Equipment - Servers	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 300,000
413-431 I.T. Equipment - PC/Laptops	-	-	-	60,000	60,000	60,000
413-431 I.T. Equipment - MDC	-	-	-	75,000	75,000	75,000
Total Capital Outlay	-	-	-	135,000	135,000	435,000
Total Expenditures and Other Financing Uses	\$ -	\$ -	\$ -	\$ 135,000	\$ 135,000	\$ 435,000
Net Position	\$ -	\$ -	\$ 300,000	\$ 165,000	\$ 165,000	\$ (134,900)
Beginning Net Position	-	-	-	300,000	300,000	465,000
Ending Net Position	\$ -	\$ -	\$ 300,000	\$ 465,000	\$ 465,000	\$ 330,100

POLICE PENSION FUND

Police Pension Fund – the Village’s sworn police employees participate in the Police Pension Plan. The Pension Plan functions for the benefit of these employees and is governed by a five-member pension board consisting of two members appointed by the Village’s President, one elected pension beneficiary and two elected police employees. The Village and Police Pension Plan participants are obligated to fund all Pension costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it possesses many of the characteristics of a legally separate government, the Police Pension Fund is reported as if it were part of the Village for budgetary purposes because of the Village’s fiduciary responsibility to the Pension.



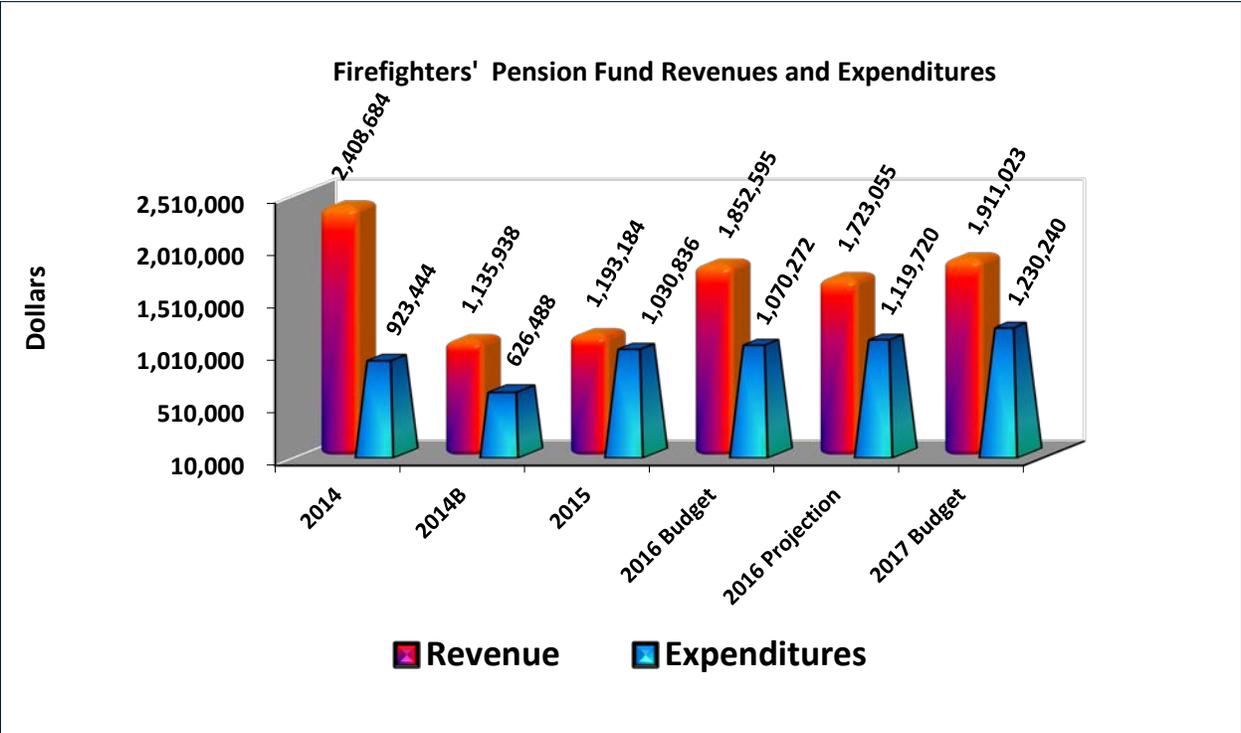
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 70 - Police Pension Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 668,466	\$ 140,189	\$ 134,356	\$ 600,000	\$ 200,000	\$ 250,000
362-300 Net Change In Fair Value	1,605,571	274,978	(575,922)	500,000	400,000	400,000
Total Investment Income	2,274,037	415,167	(441,566)	1,100,000	600,000	650,000
365-360 Village Contributions	1,729,682	1,275,435	2,078,956	2,153,655	2,153,655	2,249,753
365-370 Employee Contributions	478,029	323,746	510,565	520,000	505,000	515,000
389-303 Miscellaneous Income	111	-	-	-	-	-
Total Miscellaneous	2,207,822	1,599,181	2,589,521	2,673,655	2,658,655	2,764,753
Total Revenues and Other Financing Sources	\$ 4,481,859	\$ 2,014,348	\$ 2,147,955	\$ 3,773,655	\$ 3,258,655	\$ 3,414,753
Expenditures and Other Financing Uses						
401-403 Refunds	\$ 197,128	\$ 51	\$ 20,932	\$ 40,000	\$ 78,000	\$ 100,000
401-443 Police / Fire Pension	1,633,299	1,164,363	1,931,532	1,956,990	2,175,000	2,422,800
Total Personal Services	1,830,427	1,164,414	1,952,464	1,996,990	2,253,000	2,522,800
401-469 Portability Transfer	64,023	-	-	-	-	-
402-413 Memberships / Subscriptions	775	517	775	1,000	795	800
Total Commodities	64,798	517	775	1,000	795	800
403-461 Consulting Services	16,035	9,070	23,885	34,600	24,900	28,240
403-462 Legal Services	4,040	1,600	2,400	4,000	9,000	9,800
403-465 Medical Examinations	-	-	-	750	750	750
403-466 Investment Expense	51,550	33,876	50,795	54,000	52,000	54,000
403-471 Schools / Conferences / Meetings	835	1,145	1,325	2,500	3,500	5,290
403-472 Transportation	162	(11)	152	300	300	300
403-499 Miscellaneous Expense	4,247	4,743	1,350	500	250	500
Total Contractual Services	76,869	50,424	79,908	96,650	90,700	98,880
Total Expenditures and Other Financing Uses	\$ 1,972,094	\$ 1,215,354	\$ 2,033,147	\$ 2,094,640	\$ 2,344,495	\$ 2,622,480
Net Position	\$ 2,509,765	\$ 798,994	\$ 114,807	\$ 1,679,015	\$ 914,160	\$ 792,273
Beginning Net Position	23,712,439	26,222,204	27,021,198	27,136,005	27,136,005	28,050,165
Ending Net Position	\$ 26,222,204	\$ 27,021,198	\$ 27,136,005	\$ 28,815,020	\$ 28,050,165	\$ 28,842,438

FIREFIGHTERS' PENSION FUND

Firefighters' Pension Fund – the Village's firefighters participate in the Firefighters' Pension Plan. The Pension provides retirement benefits to firefighters and is governed by a five-member pension board consisting of two members appointed by the Village's President, one elected pension beneficiary and two elected fire employees. The Village and the participants are obligated to fund all pension costs based upon actuarial valuations. The State of Illinois is authorized to establish benefit levels and the Village is authorized to approve the actuarial assumptions used in the determination of contribution levels. Although it possesses many of the characteristics of a legally separate government, the Firefighters' Pension Fund is reported as if it were part of the Village for budgetary purposes because of the Village's fiduciary responsibility to the Pension.



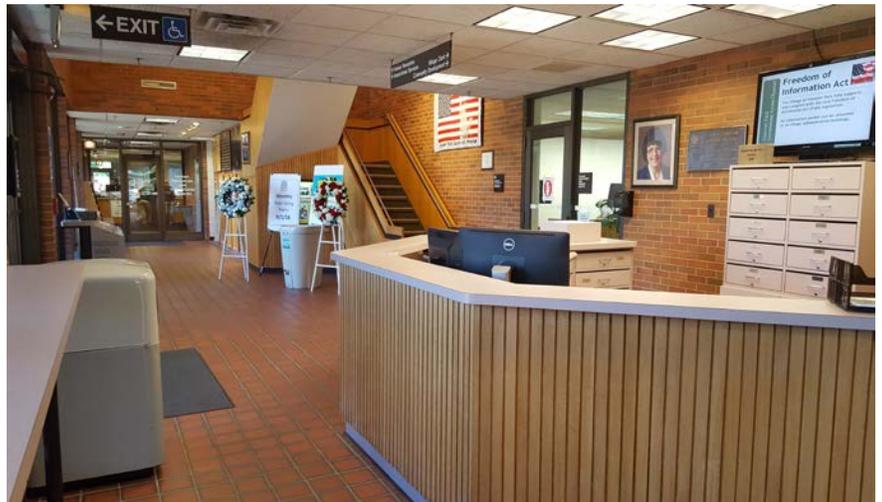
VILLAGE OF HANOVER PARK, ILLINOIS
Budget Detail By Fund
 Calendar Year Ending December 31, 2017

Fund 71 - Fire Pension Fund

Description	FY 2014 Actual	FY 2014B Actual	FY 2015 Actual	FY 2016 Budget	FY 2016 Projection	FY 2017 Budget
Revenues and Other Financing Sources						
361-300 Interest On Investments	\$ 356,347	\$ 80,631	\$ 57,707	\$ 175,000	\$ 60,000	\$ 100,000
362-300 Net Change In Fair Value	866,894	156,781	(323,085)	160,000	150,000	160,000
Total Investment Income	<u>1,223,241</u>	<u>237,412</u>	<u>(265,378)</u>	<u>335,000</u>	<u>210,000</u>	<u>260,000</u>
365-360 Village Contributions	915,601	714,492	1,164,625	1,220,757	1,220,757	1,351,723
365-371 Employee Contributions	269,842	184,034	293,937	296,838	292,298	299,300
Total Miscellaneous	<u>1,185,443</u>	<u>898,526</u>	<u>1,458,562</u>	<u>1,517,595</u>	<u>1,513,055</u>	<u>1,651,023</u>
Total Revenues and Other Financing Sources	<u>\$ 2,408,684</u>	<u>\$ 1,135,938</u>	<u>\$ 1,193,184</u>	<u>\$ 1,852,595</u>	<u>\$ 1,723,055</u>	<u>\$ 1,911,023</u>
Expenditures and Other Financing Uses						
401-403 Refunds	\$ -	\$ -	\$ 48,501	\$ 20,000	\$ -	\$ 50,000
401-443 Police / Fire Pension	856,143	593,064	927,079	976,972	1,060,670	1,110,000
Total Personal Services	<u>856,143</u>	<u>593,064</u>	<u>975,580</u>	<u>996,972</u>	<u>1,060,670</u>	<u>1,160,000</u>
402-413 Memberships / Subscriptions	1,533	600	775	2,500	775	800
Total Commodities	<u>1,533</u>	<u>600</u>	<u>775</u>	<u>2,500</u>	<u>775</u>	<u>800</u>
403-461 Consulting Services	15,355	7,880	18,863	23,000	19,900	20,900
403-462 Legal Services	8,887	1,800	2,700	6,000	3,375	6,200
403-465 Medical Examinations	7,190	-	-	1,000	-	750
403-466 Investment Expense	31,130	20,505	29,645	34,000	30,400	32,000
403-471 Schools / Conferences / Meetings	600	-	80	2,500	1,000	5,290
403-472 Transportation	203	-	203	300	100	300
403-499 Miscellaneous Expense	2,403	2,639	2,990	4,000	3,500	4,000
Total Contractual Services	<u>65,768</u>	<u>32,824</u>	<u>54,481</u>	<u>70,800</u>	<u>58,275</u>	<u>69,440</u>
Total Expenditures and Other Financing Uses	<u>\$ 923,444</u>	<u>\$ 626,488</u>	<u>\$ 1,030,836</u>	<u>\$ 1,070,272</u>	<u>\$ 1,119,720</u>	<u>\$ 1,230,240</u>
Net Position	<u>\$ 1,485,240</u>	<u>\$ 509,450</u>	<u>\$ 162,348</u>	<u>\$ 782,323</u>	<u>\$ 603,335</u>	<u>\$ 680,783</u>
Beginning Net Position	<u>13,330,317</u>	<u>14,815,557</u>	<u>15,325,007</u>	<u>15,487,355</u>	<u>15,487,355</u>	<u>16,090,690</u>
Ending Net Position	<u>\$ 14,815,557</u>	<u>\$ 15,325,007</u>	<u>\$ 15,487,355</u>	<u>\$ 16,269,678</u>	<u>\$ 16,090,690</u>	<u>\$ 16,771,473</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 2017 through 2021

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 2017 budget by fund. **Tables II** and **III** display the Fiscal Year 2017 Capital Improvement Program by fund and category. **Table IV** provides the five-year Capital Improvement Plan by Fund.

Fiscal Year 2017 capital improvements are incorporated into the annual budget. Capital budget appropriations lapse at the end of the fiscal year; however, they may be reallocated in a subsequent fiscal year until the completion of the project. The annual budget authorizes and provides the basis for control of expenditures, including operating and maintaining new capital facilities. Projects are programmed for Fiscal Years 2017 through 2021 based on information currently available, including Village Board goals and the need for the improvement. In future years, actual capital budgets enacted may vary from the amount included in the CIP. Financial constraints may make it impossible to budget for the entire amount programmed. Conversely, unexpected financial availability may make it possible to initiate projects earlier than scheduled.

All capital expenditures for \$10,000 and over are included in the CIP. Capital equipment purchases for multiple items with a total of over \$10,000 are also included. The following capital items are incorporated into the Capital Improvement Program:

1. Purchase, improvement, or development of land.
2. Construction of new facilities.
3. Remodeling or expansion of existing facilities.
4. Street construction, reconstruction, or resurfacing.
5. Water and sewer system improvements.
6. Purchase of equipment and machinery.

Capital Improvement Program Process

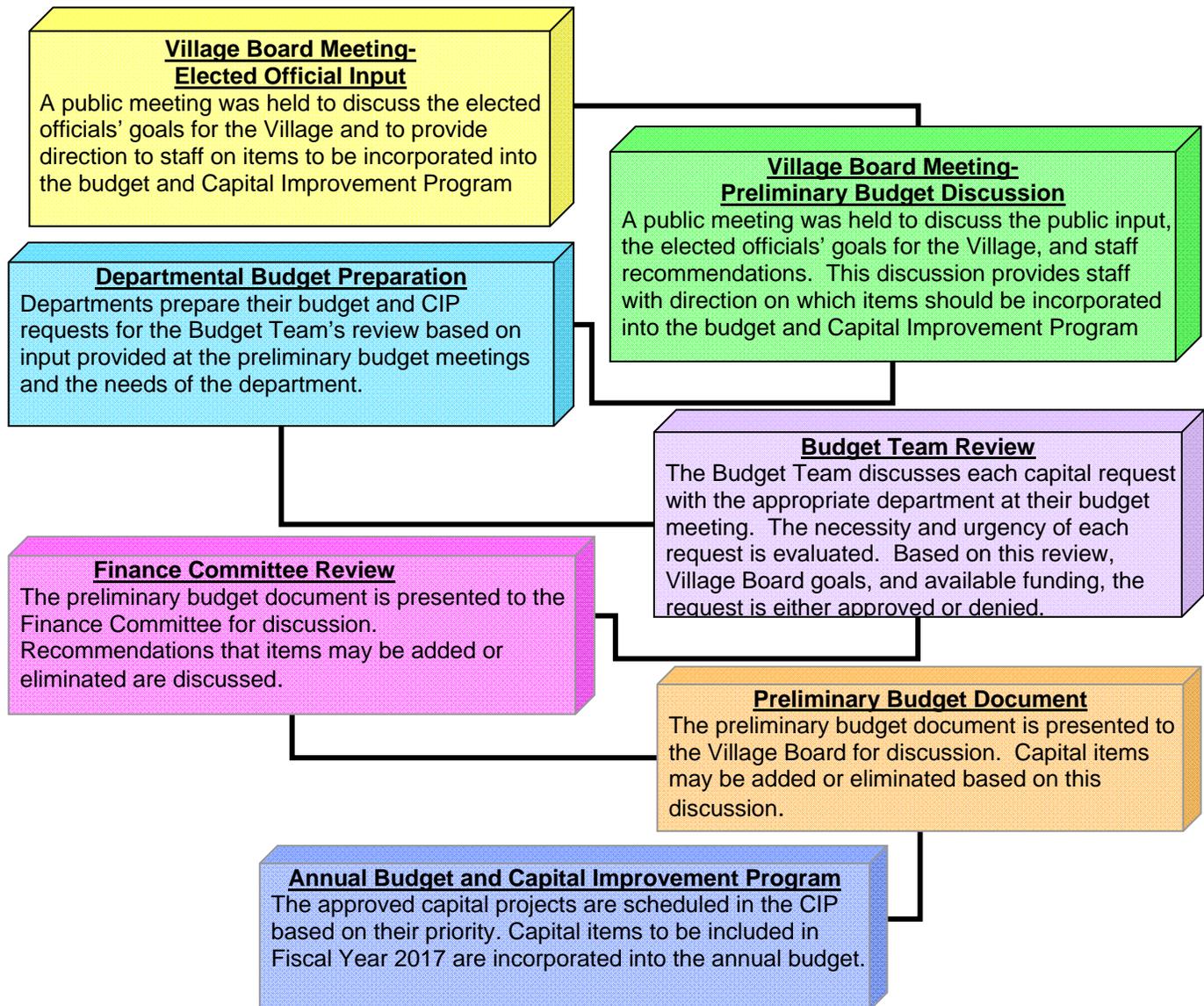


Exhibit 1

The development of the long-range Capital Improvement Program is a comprehensive process held in conjunction with the annual budgetary process. Village officials and management recognize the importance of planning and budgeting for future capital needs. A public meeting is held to elicit elected official input. Following these meetings, a preliminary budget meeting is held to discuss the public's priorities, elected officials' goals, and staff recommendations. At this planning meeting the goals and policies of the organization are solidified. Capital needs are also discussed and priorities are established. Each department is required to submit their capital requests to the Budget Team on designated forms. A *Capital Request Form* is prepared for each capital item to be included in the current fiscal year's budget. A *Five-Year Summary of Capital Requests* is also prepared, which itemizes each anticipated capital request for the current budget year plus four years into the future.

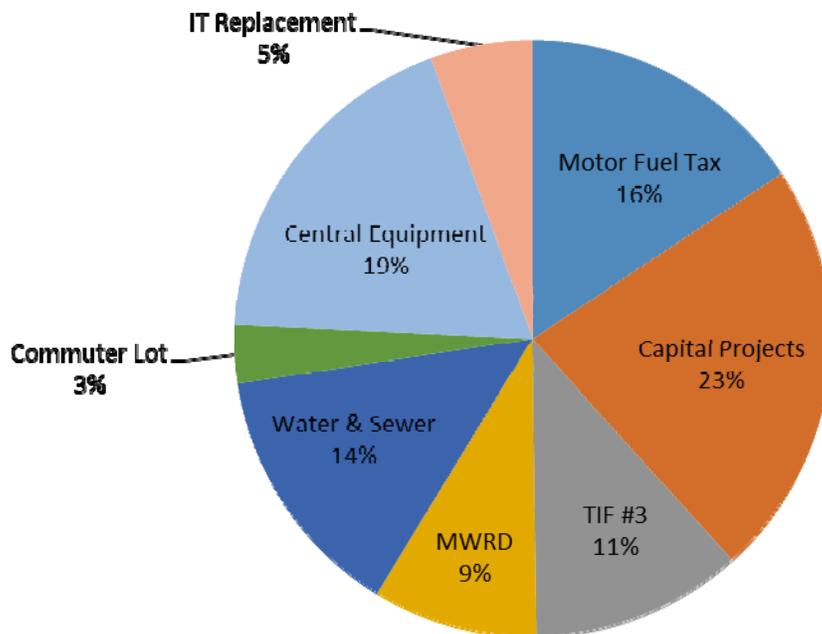
Representatives from each department meet with the Budget Team during August. At this time, the department's capital requests are evaluated by the Budget Team comprised of the Village Manager, Deputy Village Manager, Finance Director, Human Resources Director, and Executive Assistant. The

Budget Team examines each request to ensure that all required elements have been included and that long-term operating budget impacts have been considered. The Budget Team considers overall affordability, in terms of capital and operating costs, community concerns, available alternatives, coordination with other projects (including projects being considered by other governmental entities), impacts on services, and the beneficiaries of the project. The satisfaction of Village Board goals, timeframes, funding sources, and the implications of deferring the project are also considered. Each capital request is either approved or denied based on this evaluation. Each approved request is prioritized for inclusion in the Capital Improvement Program and the annual budget.

Additional budget meetings with the Village Board are held each year in September or October, at which time a draft budget is presented. All capital requests are reviewed and evaluated by the Village Board at this time. The Board makes a final determination on which requests are to be included in the fiscal year’s final budget submittal and in the Capital Improvement Program. The Capital Improvement Program is included in the annual budget document and is approved by the Village Board in December of each year.

Funding Sources

Capital Improvement Program 2017 Budget Summary by Category



Summary by Fund

Fund	Projected 2016	Budget 2017	Planned			
			2018	2019	2020	2021
Road and Bridge Fund		\$ -	\$ -	\$ -	\$ -	\$ -
Motor Fuel Tax Fund	1,006,000	1,235,000	1,000,000	1,000,000	1,000,000	1,000,000
Capital Projects Funds	1,233,396	1,778,155	4,041,545	1,792,607	1,946,689	991,449
TIF #3*	300,000	900,000				
SSA #3*	-	-				
SSA #5*	383,755					
MWRD Fields	35,000	700,000	350,000	30,000	-	-
Water and Sewer Fund	954,680	1,093,000	4,094,000	3,100,000	2,507,000	1,925,000
Commuter Parking Lot Fund	225,000	250,000	500,000	250,000	-	-
Hanover Square Fund*	-	-	-	-	-	-
Central Equipment Fund	1,263,450	1,471,000	907,600	689,000	772,000	1,726,000
IT Replacement Fund	135,000	435,000	565,000	310,000	300,000	145,000
Total	\$ 5,536,281	\$ 7,862,155	\$ 11,458,145	\$ 7,171,607	\$ 6,525,689	\$ 5,787,449

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

Each capital item is allocated to a Village fund or funds based on the nature of the project and the financial resources required for the project. A listing of the Village funds used to finance capital purchases, including a listing of the revenue sources for that fund, and the types of projects allocated to the fund are described below:

011 - Motor Fuel Tax Fund

Motor Fuel Tax revenues are provided by the Village’s share of state motor fuel taxes. These funds are primarily used for the annual street resurfacing program and, in addition, street and storm sewer improvements and maintenance as authorized by the State of Illinois.

012 - Road and Bridge Fund

Road and Bridge Fund revenues are provided by township property tax revenues. The funds are used for road and bridge improvements and maintenance.

017 – MWRD Fields Fund

The MWRD (Metropolitan Water Reclamation District) Fields Fund was authorized by Village Board action in November, 2014 to account for the financial activities associated with the maintenance and improvements of the athletic fields that have been leased to the Village for 39 year.

031- Capital Projects Funds

Revenues are provided by transfers from the General, Water and Sewer and TIF Funds. Revenues may also be provided by federal, state, and local grants.

033, 034, 035 - Tax Increment Financing District Funds

Revenues are provided by property tax increments generated within the TIF boundaries. These funds are used only for TIF eligible expenses.

013, 014, 015, 016 – Special Service Area Funds

Special Service Area Fund revenues are provided by the area property tax revenues. These funds are used for improvements and maintenance within the special service area.

050 - Water and Sewer Enterprise Fund

Water and Sewer Fund revenues are provided by water and sewer sales revenues and penalties, tap-on fees, and water meter sales. Funds are used for improvements to, and capital equipment used in the operation of, the water and sewer system.

051 - Municipal Commuter Parking Lot Enterprise Fund

The Municipal Commuter Parking Lot Fund accounts for the provision of commuter parking services to the residents of the Village of Hanover Park and surrounding communities. Resources include permit and daily parking fees.

061 - Central Equipment Fund

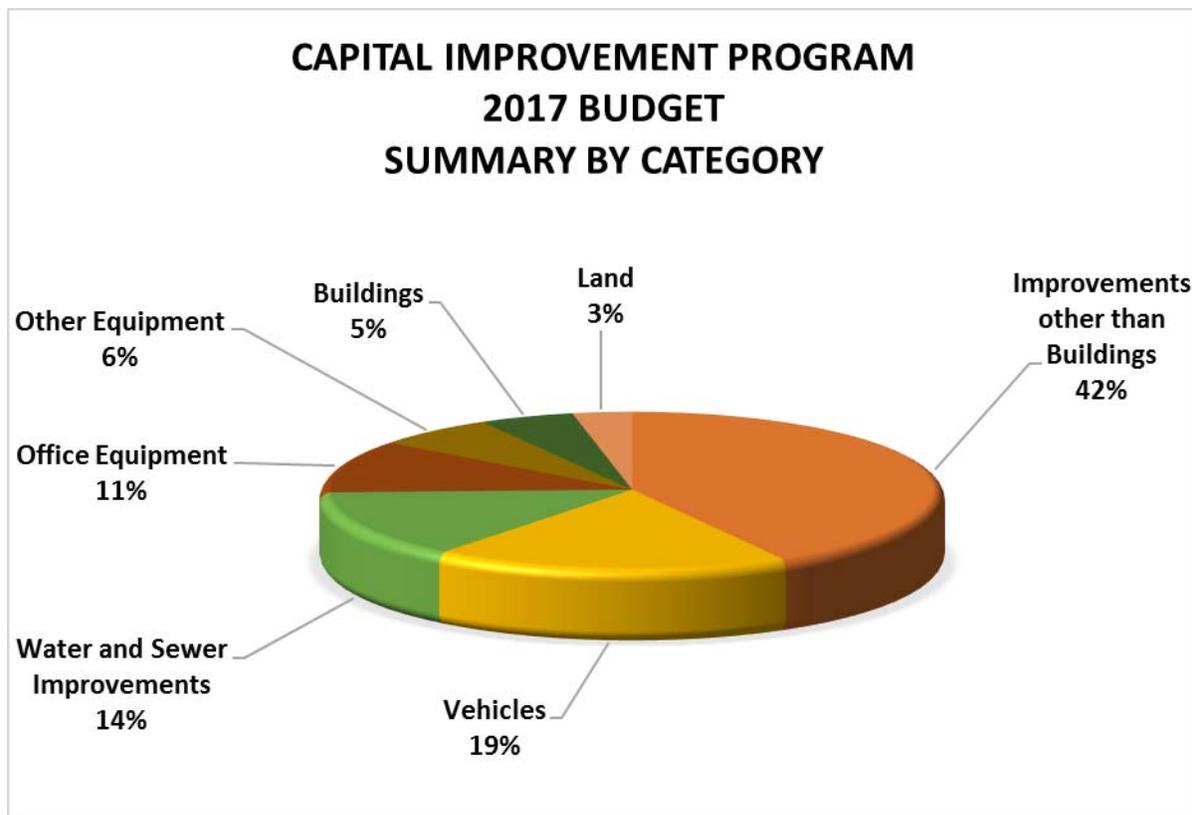
Each department that utilizes vehicles contributes annually for their replacement via transfers to the Central Equipment Fund. The General and Water and Sewer Funds each contribute based on the expected replacement cost and expected useful life of each vehicle. The fund is structured such that adequate funding for each vehicle will be accumulated by the scheduled replacement date.

062 – IT Replacement Fund

The IT Replacement Fund was created to replace essential network and computer equipment.

Program Highlights

The Fiscal Year 2017 Capital Improvement Program totals \$7,862,155 or 12.9% of the total annual budget of all funds of \$61,140,856. Following is a summary of capital items by category:



Capital Improvement Program
Summary by Category

<u>Category</u>	<u>2017 Budget</u>
Improvements other than Buildings	\$3,290,000
Vehicles	1,471,000
Water and Sewer Improvements	1,093,000
Office Equipment	848,000
Other Equipment	510,155
Buildings	400,000
Land	250,000
Total	\$7,862,155

Buildings

All improvements to buildings are expenditures under the Buildings category. Eight separate improvements are budgeted for Fiscal Year 2017. Remodeling of the Village Hall has been needed after the Police Department transferred to their new building. Remodeling began in Fiscal Year 2013. \$200,000 is budgeted this year to continue the remodel and reconfiguration. In addition to the remodel, other projects at Village Hall have been budgeted to include \$100,000 for façade grant updates, \$75,000 to replace roofs at the Sewage Treatment Plant, \$25,000 to renovate the Public Works counter area, and \$50,000 for improvements at Fire Station #2.

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 2017, \$1,000,000 is budgeted for the Village’s street program, while \$500,000 is budgeted for the Village Center / Historic District streetscape.

These street improvements address the Village Board goals to *Maintain and Enhance Village Infrastructure, Enhance the Village Appearance as a Quality Community, and Improve Public Safety.*

Other Improvements

Some other improvements include \$200,000 for a Barrington Road lighting project, \$700,000 for MWRD design and improvements, \$175,000 for Lake Street planter boxes, and \$150,000 for the Parkway Tree Replacement program. Other FY'17 expenditures include \$150,000 for resurfacing the parking lot at Village Hall, and \$50,000 for general drainage spot repairs.

All of these improvements seek to address the Village Board goal to *Maintain and Enhance Village Infrastructure* and/or to *Enhance the Village Appearance as a Quality Community*. The annual impact on the operating budget for each of these projects, if any, is included in Table I.

Office Equipment

Office equipment category includes all computers, printer, servers and other equipment used within the offices of the Village. Fiscal Year 2017 Office Equipment Capital Expenditures include annual replacement of equipment including computers and public safety computer equipment. It also includes replacements of the Village Hall data storage and servers, as well as implementation of a GIS system and an Infrastructure Asset Management System for Public Works. In addition, a website upgrade and disaster recovery system are also budgeted. These equipment purchases will support the Village Board goal of 'Offers convenience through technologies'. The annual impact on the operating budget for these projects is also included in Table I.

Other Equipment

In the other equipment category, \$877,155 is budgeted for various equipment. This includes \$407,267 for SCBA Units for the Fire Department, and \$190,000 for wheel loader. In addition, funds are budgeted for a PD Records Management System, as well as firefighter turnout gear. Additional equipment budgeted is listed in Table III.

Vehicles

The Vehicles category, which is integrated into the Central Equipment Fund, includes Police Department squad cars and other automobiles, Fire Department trucks and ambulances, and other various department vehicles. In Fiscal Year 2017, \$1,172,000 has been budgeted for vehicle replacements. The vehicle replacement budget in Fiscal Year 2017, includes the purchase of a two 2 ½ ton dump trucks, a combination sewer cleaner and a sign maintenance truck, as well as four police squads.

These vehicle and equipment purchases will maintain and enhance Public Safety and Village Infrastructure. The current and future operating budgets are not expected to be significantly impacted by these purchases. A detailed schedule of all Fiscal Year 2017 budgeted vehicle purchases is included in Table I. Summary listings of all Fiscal Year 2017 budgeted Vehicles by fund and category are included in Tables II and III.

Water and Sewer Improvements

This category includes expenses for improvements to the water and sewer utility system in the Village, including water and sewer main replacement, sewage treatment plant equipment and facility improvements, and water tower and well house improvements. These projects are funded via Water and Sewer Fund revenues. All these improvements support the Village Board goal to *Maintain and Enhance Village Infrastructure*.

A total of \$950,000 is included in the Fiscal Year 2017 budget for water and sewer improvements. This allocation includes \$550,000 for the water main replacement program. Each year, water main replacements are scheduled based on the level of deterioration of the pipe determined by the number of breaks that have occurred on the line.

Water and sewer improvements budgeted also include sanitary sewer replacement costing \$100,000, an Inflow / Infiltration Study at \$100,000, relining of Sanitary Sewer at \$100,000, and manhole sealing at a cost of \$100,000. Projects are listed in Table III.

Impact of the Capital Improvement Program on Current and Future Operating Budgets

The impact of the Capital Improvement Program on current and future operating budgets is described and enumerated in Table I, Capital Improvement Program Detail by Fund. The nature and amount of the impact of each improvement are developed using the best information currently available and inflated for future years. These costs may include additional staffing or increased maintenance or other cost of operation. This impact is considered at the time the capital request is evaluated. These costs have been incorporated into the Fiscal Year 2017 operating budget.

The operating budget must also pay interest and principal payments on all bonded debt and notes used for capital acquisitions and improvements. In addition, departments must contribute annually to the Central Equipment Fund for future vehicle replacements. The amount of the annual required contribution increases when new vehicles are added to the fleet. These transfers are budgeted within each cost control center in Account 03-52, Vehicle Maintenance and Replacement.

The General and Water and Sewer Funds finance miscellaneous capital projects via the transfer of fund reserves to the General Capital Projects Fund. The amount of the transfer is calculated based on the expenditures budgeted in the fund, less any revenues earmarked to fund the expenditures; for example, grant revenues. These transfers are included in the operating budget of the appropriate funds.

Conclusion

The Capital Improvement Program is a multi-year planning instrument that identifies necessary capital improvements. The importance of long-range planning and replacement and modernization of infrastructure in the Village is recognized by Village Officials. Funding sources, such as grants, bonds, fund revenues, and reserves and the impact of the project on the operating budget are carefully evaluated prior to inclusion in the Capital Improvement Program. This program will be updated annually as part of the annual budget process.

Special thanks to Juliana Maller, Village Manager, Finance Director Remy Navarrete, IT Director Jed Gerstein, Public Works Director T. J. Moore, and Executive Assistant Sue Krauser, for their assistance in the preparation of the Capital Improvement Program.

Table I
Village of Hanover Park
2017 Capital Improvement Program - Detail by Fund

Table 1 provides detailed information on each capital improvement included in the Fiscal Year 2017 Budget. The table displays the project description, the amount included in the 2017 Budget, Cost Control Center, if any, account, the justification for the project, and the annual anticipated dollar impact on the operating budget in the calendar year with a description of the nature of the impact. The funding source, cost control center and account to be charged are also indicated. Tables II and III provide summary information on the Fiscal Year 2017 Capital Improvement Program. Table IV provides summary information on the Fiscal Year 2018 to 2021 Projected Capital Improvement Program.

011, 015, 017 and 033 SPECIAL REVENUE FUNDS
\$2,835,000



Description	2017 Budget	Cost Control Center	Account
Barrington Road Project – Lighting (Our Share)	\$200,000	2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is our share of the construction project to bring street lighting to Barrington Road from Maple to Irving Park Road. New traffic signals, pedestrian controls, and lighted street signs will be installed at Walnut & Barrington Roads.		No Impact	None

Description	2017 Budget	Cost Control Center	Account
New Street Lights	\$35,000	2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
New Street Lights to be placed where needed for safety and more uniform lighting.		No Impact	No impact

Description	2017 Budget	Cost Control Center	Account
Street Program	\$1,000,000	2600	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Street Reconstruction and Resurfacing Project <ul style="list-style-type: none"> Portion of Cinema Drive to be reconstructed Resurfacing as identified by Staff 		Decrease	No impact

Description	2017 Budget	Cost Control Center	Account
MWRD Fields	\$700,000	6700	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Design and related costs for the Phase 1 improvements to the Hanover Park Sports Complex.		Increase	No impact

Description	2017 Budget	Cost Control Center	Account
Land at County Farm & Ontarioville	\$250,000	2200	413-411
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
About 15.5 acres of land is available at the SE corner of County Farm and Ontarioville for sale, and advertised for \$250,000. A major part of the site is wetlands, and therefore has limited development potential. Since this site is adjacent to the IDOT right-of-way, it is an additional deterrent to development. There are two other large sites in the Village Center /TOD Area with wetlands, which is an encumbrance to development. A strategy identified in the Village Center plan called for purchasing the 15.5-acre site, and using it for 'Wetland Banking' – whereby wetland credits can be sold to developers, thus potentially generating revenue for the Village and freeing up land for development on the other parcels. Purchasing the land could thus be a pro-active economic development strategy.		None	No impact

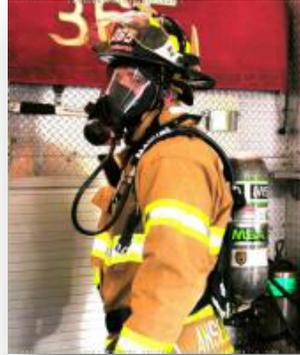
Description	2017 Budget	Cost Control Center	Account
Façade Upgrade Grants	\$100,000	2200	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
In order to encourage property owners in the Village Center area, particularly in the Historic District, to improve their buildings and façade, and thereby improve the overall aesthetics of the area, set aside \$100,000 annually, as a Façade Improvement Grant. The grant would function as a reimbursement grant, with up to 50% participation from the Village. Criteria would be developed for the administration of the grant.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Street Grants	\$50,000	2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
A Streetscape Improvement Grant will encourage private property owners to improve the curb appeal of their properties in this area and generally improve the appearance of the area most visible from the right-of-way. The grant would be a reimbursable amount, with up to 50% participation from the Village, and specific criteria would be developed for the administration of the grant. Eligible Streetscape Improvements could include landscaping, signage, improvements related to pedestrian comfort, and overall aesthetics of the Historic District within 10-feet of the right-of-way. The physical improvements will be a tangible reminder of the importance of this area and implementation of the Village Center Plan.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Village Center/Historic District Streetscape	\$500,000	2200	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To spur private investment and improvement in the Village Center area, the Village should initiate Streetscape Improvements, including landscaping, improvements related to pedestrian comfort, and overall aesthetics of the Historic District. The physical improvements will be a tangible reminder of the importance of this area and implementation of the Village Center Plan.		None	No impact

031 CAPITAL PROJECTS

\$1,778,155



Description	2017 Budget	Cost Control Center	Account
Fuel Station Updates	\$25,000	2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The IEPA has mandated that all fueling facilities decommission their vapor recovery system. This is a control that is currently incorporated in the vehicles. This repair will bring our facility into compliance with current regulations.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Kitchen Renovation – Fire Station #2	\$15,000	2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Kitchen area is original and needs updating.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Living Quarters Carpet – Fire Station #2	\$15,000	2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Carpeting is original, is failing, and needs to be replaced.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Renovate Bedroom/Workout Room – Fire Station #2	\$20,000	2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Work out room needs to be updated and reconfigured.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Renovate Public Works Counter Area	\$25,000	2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Update Public Works front counter area to better service both the Public Works and Engineering Departments.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Village Hall Improvements	\$200,000	2300	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Continuing Village Hall renovations, which started in Fiscal Year 2013, after the Police Department moved to its new facility. Includes renovation of the Village Hall lobby & Finance counter areas.		None	No impact

Description	2017 Budget	Cost Control Center	Account
General Drainage Spot Repairs	\$50,000	2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
General repairs to alleviate localized storm water issues throughout the Village.		Decrease	Limits time spent in the event of an emergency.

Description	2017 Budget	Cost Control Center	Account
Lake Street Planter Boxes	\$175,000	2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Design, remove and replace all plants in the raised planter boxes on Lake Street to improve the appearance of the corridor, per Lakoda plans.		Decrease	No impact

Description	2017 Budget	Cost Control Center	Account
Parkway Tree Replacement	\$150,000	2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Planting of 475 new parkway trees in locations where dead Ash trees have been removed.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Village Hall Entrance Wall	\$30,000	2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Repairs to failing block wall at the main entrance to Village Hall.		Decrease	No Impact

Description	2017 Budget	Cost Control Center	Account
Village Hall Resurfacing	\$150,000	2300	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Resurface the asphalt surrounding the Village Hall complex. Parking lots are in poor condition. This will complete the project.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Disaster Recovery System	\$20,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The 2014 Village of Hanover Park Strategic plan identified the objective of Develop IT Disaster Recovery Plan in the Effective Governance goal. The plan includes options for offsite storage of Village data, including working backups of identified core virtual servers. The virtual server backup strategy will allow for the core virtual servers to be brought online within hours of an outage via an online cloud backup vendor. This subscription service is termed Disaster as a Service. Advances in cloud backup services enable organizations to have a solid disaster action plan to provide disaster recovery services if needed.		Increase	Annual Maintenance Fee. The operating budget will increase due to annual costs for cloud backups and recovery.

Description	2017 Budget	Cost Control Center	Account
Enterprise Agreement Licensing	\$70,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village entered into a three-year agreement for Microsoft Office 365 in 2016. This subscription service includes licensing for Microsoft Exchange (email), Microsoft Office Professional Plus, Microsoft SharePoint, and Skype for Business.		None	No impact

Description	2017 Budget	Cost Control Center	Account
GIS Implementation	\$125,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Staff researched options for GIS implantation in 2016. Interviews were conducted with vendors and the local GIS Consortium. After evaluation of proposals and the work to be completed, staff recommends joining the GIS Consortium. The GIS Consortium will provide greatest possible success with a GIS implementation and offers the best option for future years. GIS will provide enhanced mapping and data analysis to all departments with the conversion from 1-dimentional AutoCAD based mapping to 3-D and 4-D based geo-located database. Joining the GIS consortium that consists of 31 other local communities will allow the Village to utilize their accumulated data/reports/protocols providing immediate usage of the GIS analysis tools.		Increase	No impact

Description	2017 Budget	Cost Control Center	Account
Infrastructure Asset Management System	\$75,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Like PD with RMS, and FD with Firehouse, modern Public Works Departments are using a unified management software that interfaces with ERP software to run the Department. Staff is recommending the introduction of an infrastructure management system for the Public Works Department. The system will provide inventory control for all asset's maintained by the Public Works department. Additionally, it will interface with a GIS system.		Increase	\$100,000/year

Description	2017 Budget	Cost Control Center	Account
Microfiche Digital Scanner	\$13,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>The existing Cannon MS400 is from 1998 and the computer is from 1999. This equipment no longer functions and the Village cannot access old documents or fulfill FOIA requests properly. This unit will be located next to the microfiche file cabinets in Inspectional Services. The unit will be used by all departments that have records on micro film and can also be used to read the flat carriers organized by address in the Inspectional Services files. Following are the rolls of micro film held by each department:</p> <ul style="list-style-type: none"> • Inspectional Services – 100 • Clerk – 10 • Finance – 400 • Police – 500 <p>The ScanPro 3000 and packaged software will be able to convert rolls of film automatically to digital images.</p>		Increase	\$1,800 - The operating budget will have an increase for an annual maintenance agreement following the initial maintenance period.

Description	2017 Budget	Cost Control Center	Account
New World MyInspections Module	\$40,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village utilizes an enterprise software system from Tyler Technologies called New World ERP. Since implementation of the system, a new module was developed and released for mobile inspections. The module was designed to enable staff to complete inspections through an Apple iPad app while they are onsite at an inspection. In addition to the software and implementation charges, staff will need to purchase seven new iPads for Code Enforcement and Inspectional Services personnel. The addition of this module will greatly enhance operational efficiency by allowing officers and inspectors to remain in the field while completing inspections, and reduce manual paperwork. The software cost is estimated at \$32,000 and iPad hardware costs at \$8,000.		Increase	\$2,600

Description	2017 Budget	Cost Control Center	Account
VH/PW/PD/FD UPS Battery Replacement	\$20,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village maintains uninterruptable power supplies (UPS) at the following buildings: Village Hall, Public Works, Police, and Fire Station 1. The batteries in the systems are now several years old and are in need of replacement. The UPS systems provide backup power and power conditioning for the network infrastructure equipment at each building. These devices provide assurances that the Village's network services will continue to operate if there is a power event that could otherwise cause downtime and/or damage to the network equipment.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Website Upgrade	\$50,000	2300	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The 2014 Village of Hanover Park Strategic plan identified the action of upgrading the Village website in the "Maintain and Enhance Infrastructure" goal. The current website is hosted by Muniweb and includes a content management system. In general, websites should be redesigned every three years to stay current with new web technologies and provide the public with an easy to use and well maintained site. The website serves as an extension of customer service to the public that provides timely and relevant information about all Village operations. To avoid functionality issues, the website should be upgraded as technology advances.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Firefighter Turnout Gear	\$42,888	2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Firefighter Protective Equipment is the primary life safety tool utilized by firefighters. It has been department's experience that the life expectancy of protective pants, coats and escape harnesses is about 5-years. Each year the department budgets to replace 14 sets, which allow replacement of the protective ensemble for all staff including modifications/new gear purchases for replacement firefighters. During the five year period, repairs to the gear are made due to excessive wear, rips and tears. Prior to the purchase and issuance of a new ensemble, each firefighter's gear is inspected. Those with gear showing the most wear and damage are those who are issued new gear. Currently there are a number of sets of gear that have been used extensively, show signs of wear and have developed failures of key components such as knee pads and wristlets. Many sets have been sewn and re-sewn and will become unusable in this fiscal year.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Records Management System (PD)	\$60,000	2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The police and fire departments are planning to participate in the NetRMS records management system replacement, which is being implemented in late 2017. The system will serve as both the computer aided dispatch (CAD) and the records management system for the police department, and will include the CAD system for the fire department. The system will be countywide throughout DuPage and will allow for integration and information sharing among agencies. The total capital outlay for our agency will be spread out over two fiscal years, with half due in 2017 and half due in 2018. This total represents the first of two equal payments.		Increase	This capital outlay will cover initial startup costs for the project. The DuJIS system will carry an annual cost for all users as well, which will likely be budgeted in the regular PD operating budget.

Description	2017 Budget	Cost Control Center	Account
SCBA Units	\$407,267	2300	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Self-Contained Breathing Apparatus (SCBA) is a vital piece of equipment which provides firefighters and Haz-Mat techs with respiratory protection by providing breathable compressed air when working within oxygen depleted and "Immediately Dangerous to Life or Health" (IDLH) atmospheres during fire suppression, life rescue and hazardous material operations. The SCBA is in integral part of a firefighter's protective equipment as required by OSHA 1910.134 A, B-1, B-2, C, and D, and is worn in conjunction with their turnout gear or haz-mat suit.		Decrease	No impact

050 WATER AND SEWER FUND

\$1,093,000



Description	2017 Budget	Cost Control Center	Account
Water Main Replacement	\$550,000	5030	413-472
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replacement of water main due to severe deterioration and numerous water main breaks on these lines. Cook County: 950 Feet Oakwood Avenue (Deerpath to Highland) 950 Feet Hemlock Street (Valve #984 to Tee at 6851 Hemlock)		None	No impact

Description	2017 Budget	Cost Control Center	Account
Replace Roof at Sewage Treatment Plant	\$75,000	5050	413-421
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The roofing shingles on three structures at the Wastewater Treatment Plant need to be replaced. The existing shingles are over 29 years old and were installed when the plant was reconstructed in 1987. The structures that need shingle replacement are the main building, the pretreatment building, the small garage, and one utility storage shed.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Emergency Pump Replacement	\$50,000	5050	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Wastewater Department has approximately 30 pumps throughout the collection system and STP 1. Several of these pumps are at an age where it is cost prohibitive to repair them. These dollars will only be used in situations where repairs to pumps outweigh the cost of a new pump.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Pista Grit Replacement Suction Piping	\$18,000	5050	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The grit removal equipment at STP 1 was installed in 1987. Over the years, the suction piping to this equipment has deteriorated and is in need of replacement. We have had to patch the piping which has developed holes, causing the equipment to not operate properly. This equipment is critical for grit removal prior to the treatment process.		None	No impact

Description	2017 Budget	Cost Control Center	Account
I & I Study (Longmeadows North)	\$100,000	5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
To determine locations and severity of infiltration entering into the sanitary system which causes increased treatment costs. This includes five flow meters for four months of readings.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Manhole Sealing	\$100,000	5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Sanitary manholes were found during the I and I Study to be leaking/infiltrating storm water into the sanitary sewer system causing excessive volume and a much increased risk of residential backups.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Reline Sanitary Sewers	\$100,000	5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Reline sanitary sewers that have multi-cracks, holes in pipe, separated joints, and heavy root infestation through joints. Locations to be determined from ongoing televising.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Sanitary Sewer Replacement	\$100,000	5060	413-462
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Replace as necessary from Smart Ball assessment of pipe integrity.		None	No impact

051 COMMUTER PARKING LOT FUND**\$250,000**

Description	2017 Budget	Cost Control Center	Account
Parking Lot Resurfacing	\$250,000	2500	413-422
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
Resurface the asphalt surrounding the Village Hall complex. Parking lots are in poor condition. This will complete the project.		None	No impact

061 CENTRAL EQUIPMENT FUND**\$1,471,000**

Description	2017 Budget	Cost Control Center	Account
Police Squads (4)	\$160,000	2500	413-441
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
These squads are scheduled for replacement. They will add an additional 15,000 to 30,000 miles over the next year before replacement.		None	No impact

Description	2017 Budget	Cost Control Center	Account
1 Ton Pickup	\$36,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
		None	No impact

Description	2017 Budget	Cost Control Center	Account
1 Ton Utility Truck	\$54,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This utility truck is designed with multiple tool compartments for the tools and equipment needed for major water system repairs such as main breaks and b-boxes. It is no longer dependable for these emergency repairs.		None	No impact

Description	2017 Budget	Cost Control Center	Account
1/2 Ton Pickup	\$32,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
		None	No impact

Description	2017 Budget	Cost Control Center	Account
2-1/2 Ton Dump	\$175,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is a primary snow and ice response truck. Due to its age and condition, it is no longer dependable for that task.		None	No impact

Description	2017 Budget	Cost Control Center	Account
2-1/2 Ton Dump	\$180,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is a primary snow and ice response truck. Due to its age and condition, it is no longer dependable for that task. This unit has a history of damage to the frame and transmission mounts due to plowing.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Combination Sewer Cleaner	\$410,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current combination sewer cleaner is 14 years old and is no longer dependable. Sewer units of this age are prone to major mechanical failures which require major expensive repairs.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Sign Maintenance Truck	\$125,000	2500	413-442
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This truck is equipped with a two man lift for replacing signage. This unit is a low mileage unit with limited flexibility. The replacement will have increased usage.		None	No impact

Description	2017 Budget	Cost Control Center	Account
2-1/2 Yard Wheel Loader	\$190,000	2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The current loader is 15 years old and suffering major corrosion issues. The newer units provide improved power and maneuverability. This unit is critical for our snow and ice fighting program.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Aerial Man Lift	\$27,000	2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This unit is critical for the maintenance of our Village buildings. It allows the maintenance workers to safely perform their duties on the electrical and HVAC systems. The current unit has had increasing problems with the scissor mechanization bearings.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Skid Steer Loader with Attachments	\$70,000	2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
This is a multipurpose unit. It is an important tool for our winter sidewalk maintenance. The new unit will be purchased with a snow blower, snow broom, concrete breaker, and the standard loader bucket.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Vehicle Pressure Washer	\$12,000	2500	413-443
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
There is a need for a mobile pressure washer in Public Works to improve the appearance of our vehicles. This will aid in extending vehicle life by decreasing vehicle corrosion.		None	No impact

062 IT EQUIPMENT REPLACEMENT FUND

\$435,000



Description	2017 Budget	Cost Control Center	Account
Mobile Data Computers - Fire	\$25,000	2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual replacement program for the in-vehicle MDT (Toughbook) in the Fire Department to avoid dependence on outdated computer equipment. The Fire Department operates with 15 MDT's. The replacement plan designates that 33% of MDT's be replaced annually, giving a three-year life-cycle for each Fire Department MDT. Computers are purchased with a three year parts and labor warranty.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Mobile Data Computers - Police	\$50,000	2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual Police Department replacement program for the in-squad MDT (Toughbook) to avoid dependence on outdated computer equipment. The Police Department operates with 30 MDT's. The replacement plan designates that 33% of MDT's be replaced annually, giving a three-year life-cycle for each Police Department MDT. Computers are purchased with a three year parts and labor warranty.		None	No impact

Description	2017 Budget	Cost Control Center	Account
PC Replacements	\$60,000	2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
The Village has established an annual PC replacement program to avoid dependence on outdated computer equipment. The Village operates with about 200 computers throughout all Village departments. The replacement plan designates that 25% of computers be replaced annually, giving a four-year life cycle for each Village computer. Computers are purchased with a three year parts and labor warranty, leaving any repair expenses to occur in the fourth year of usage.		None	No impact

Description	2017 Budget	Cost Control Center	Account
Village Hall Data Storage Replacements	\$150,000	2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>The Village utilizes four Storage Area Networks (SAN) at the Village Hall and Police Department. These systems are the physical storage equipment that provides data repositories for Village data. At Village Hall the current SAN environment was purchased in 2010 and 2011 and consists of two physical SAN's that contain about 16TB of data storage. Best practices in Information Technology include replacing storage every five years or at the same time as server replacement. The SAN devices are critical to the daily operations of the Village and should be replaced in 2017. The project will run concurrently with the server replacement to ensure that the Village receives compatible systems.</p>		None	No impact

Description	2017 Budget	Cost Control Center	Account
Village Hall Server Replacements	\$150,000	2500	413-431
Justification		Annual \$ Impact on Operating Budget	Description of Operating Budget Impact
<p>The Village utilizes two virtual server infrastructures at the Village Hall and Police Department. These systems are the physical server equipment that provides server and application resources to Village employees. At Village Hall the current physical server environment was purchased in 2010 and 2011 and consists of five physical servers. Best practices in Information Technology include replacing servers every five years. These servers are critical to the daily operations of the Village and should be replaced in 2017. Currently, the Village maintains 50 virtual servers. The project will include an update to the virtual server operating system and increased levels of redundancy to protect against downtime and loss of data.</p>		None	No impact

Table II
Village of Hanover Park
2017 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'16 Cost
011		413-422	Barrington Road Project - Lighting (our share)	\$ 200,000
		413-422	New Street Lights (5)	\$ 35,000
		413-422	Street Program	\$ 1,000,000
				\$ 1,235,000 16%
017	6700	413-422	Design and Improvements	\$ 700,000 \$ 700,000 9%
031	6500	413-421	Fueling Station Updates	\$ 25,000
	6400	413-421	Kitchen Renovation - Fire Station #2	\$ 15,000
	6400	413-421	Living Quarters Carpet - Fire Station #2	\$ 15,000
	6400	413-421	Renovate Bedroom/Workout Room - Fire Station #2	\$ 20,000
	6400	413-421	Renovate Public Works Counter Area	\$ 25,000
	6400	413-421	Village Hall Improvements	\$ 200,000
	6200	413-422	General Drainage Spot Repairs	\$ 50,000
	6300	413-422	Lake Street Planter Boxes	\$ 175,000
	6300	413-422	Parkway Tree Replacement	\$ 150,000
	6300	413-422	Village Hall Entrance Wall	\$ 30,000
	6200	413-422	Village Hall Resurfacing	\$ 150,000
	4700	413-431	Disaster Recovery System	\$ 20,000
	4700	413-431	Enterprise Agreement Licensing	\$ 70,000
	6100	413-431	GIS Implementation	\$ 125,000
	6100	413-431	Infrastructure Asset Management System	\$ 75,000
	4700	413-431	Microfiche Digital Scanner	\$ 13,000
	4700	413-431	New World MyInspections Module	\$ 40,000
	4700	413-431	VH/PW/PD/FD UPS Battery Replacement	\$ 20,000
	4700	413-431	Website Upgrade	\$ 50,000
	7200	413-443	Firefighter Turnout Gear	\$ 42,888
8100	413-443	Records Management System (PD)	\$ 60,000	
7200	413-443	SCBA Units	\$ 407,267	
			\$ 1,778,155 23%	
033		413-411	Land Purchase (County Farm & Ontarioville SEC)	\$ 250,000
		413-421	Façade Upgrade Grants	\$ 100,000
		413-422	Street Grants	\$ 50,000
		413-422	Village Center / Historic District Improvements	\$ 500,000
			\$ 900,000 11%	
050	5030	413-472	Water Main Replacement	\$ 550,000
	5050	413-421	Replace Roofs at Sewage Treatment Plant	\$ 75,000
	5050	413-443	Emergency Pump Replacement	\$ 50,000
	5050	413-443	Pista Grit Replacement Suction Piping	\$ 18,000

Table II
Village of Hanover Park
2017 Capital Improvement Program by Fund

Fund	CCC	Account	Description	FY'16 Cost
	5060	413-462	I & I Study (Longmeadows North)	\$ 100,000
	5060	413-462	Manhole Sealing	\$ 100,000
	5060	413-462	Reline Sanitary Sewers	\$ 100,000
	5060	413-462	Sanitary Sewer Replacement	\$ 100,000
				\$ 1,093,000
				14%
051		413-422	Parking Lot Resurfacing	\$ 250,000
				\$ 250,000
				3%
061		413-441	Police Squads (4)	\$ 160,000
	5050	413-442	1 Ton Pickup	\$ 36,000
	5030	413-442	1 Ton Utility Truck	\$ 54,000
	6200	413-442	1/2 Ton Pickup Truck	\$ 32,000
	6200	413-442	2-1/2 Ton Dump	\$ 175,000
	6200	413-442	2-1/2 Ton Dump	\$ 180,000
		413-442	Combination Sewer Cleaner	\$ 410,000
	6200	413-442	Sign Maintenance Truck	\$ 125,000
	6200	413-443	2-1/2 Yard Wheel Loader	\$ 190,000
	6400	413-443	Aerial Man Lift	\$ 27,000
	5030	413-443	Skid Steer Loader with Attachments	\$ 70,000
	6500	413-443	Vehicle Pressure Washer	\$ 12,000
				\$ 1,471,000
				19%
062	4700	413-431	Mobile Data Computers - Fire	\$ 25,000
	4700	413-431	Mobile Data Computers - Police	\$ 50,000
	4700	413-431	PC Replacements	\$ 60,000
	4700	413-431	Village Hall Data Storage Replacements	\$ 150,000
	4700	413-431	Village Hall Server Replacements	\$ 150,000
				\$ 435,000
				6%
Grand Total				\$ 7,862,155

Table III
Village of Hanover Park
2017 Capital Improvement Program by Category

Fund	CCC	Account	Description	FY'16 Cost
Land				
033		413-411	Land Purchase (County Farm & Ontarioville SEC)	\$ 250,000
				\$ 250,000
				3%
Buildings				
031	6500	413-421	Fueling Station Updates	\$ 25,000
031	6400	413-421	Kitchen Renovation - Fire Station #2	\$ 15,000
031	6400	413-421	Living Quarters Carpet - Fire Station #2	\$ 15,000
031	6400	413-421	Renovate Bedroom/Workout Room - Fire Station #2	\$ 20,000
031	6400	413-421	Renovate Public Works Counter Area	\$ 25,000
031	6400	413-421	Village Hall Improvements	\$ 200,000
033	2200	413-421	Façade Upgrade Grants	\$ 100,000
050	5050	413-421	Replace Roofs at Sewage Treatment Plant	\$ 75,000
				\$ 475,000
				6%
Improvements Other Than Buildings				
011		413-422	Barrington Road Project - Lighting (our share)	\$ 200,000
011		413-422	New Street Lights (5)	\$ 35,000
011		413-422	Street Program	\$ 1,000,000
017	6700	413-422	Design and Improvements	\$ 700,000
031	6200	413-422	General Drainage Spot Repairs	\$ 50,000
031	6300	413-422	Lake Street Planter Boxes	\$ 175,000
031	6300	413-422	Parkway Tree Replacement	\$ 150,000
031	6300	413-422	Village Hall Entrance Wall	\$ 30,000
031	6200	413-422	Village Hall Resurfacing	\$ 150,000
033		413-422	Street Grants	\$ 50,000
033		413-422	Village Center / Historic District Improvements	\$ 500,000
051		413-422	Parking Lot Resurfacing	\$ 250,000
				\$ 3,290,000
				42%
Office Equipment				
031	4700	413-431	Disaster Recovery System	\$ 20,000
031	4700	413-431	Enterprise Agreement Licensing	\$ 70,000
031	6100	413-431	GIS Implementation	\$ 125,000
031	6100	413-431	Infrastructure Asset Management System	\$ 75,000
031	4700	413-431	Microfiche Digital Scanner	\$ 13,000
031	4700	413-431	New World MyInspections Module	\$ 40,000
031	4700	413-431	VH/PW/PD/FD UPS Battery Replacement	\$ 20,000
031	4700	413-431	Website Upgrade	\$ 50,000
062	4700	413-431	Mobile Data Computers - Fire	\$ 25,000
062	4700	413-431	Mobile Data Computers - Police	\$ 50,000
062	4700	413-431	PC Replacements	\$ 60,000
062	4700	413-431	Village Hall Data Storage Replacements	\$ 150,000
062	4700	413-431	Village Hall Server Replacements	\$ 150,000
				\$ 848,000
				11%
Other Equipment				
031	7200	413-443	Firefighter Turnout Gear	\$ 42,888

**Table III
Village of Hanover Park
2017 Capital Improvement Program by Category**

Fund	CCC	Account	Description	FY'16 Cost
031	8100	413-443	Records Management System (PD)	\$ 60,000
031	7200	413-443	SCBA Units	\$ 407,267
050	5050	413-443	Emergency Pump Replacement	\$ 50,000
050	5050	413-443	Pista Grit Replacement Suction Piping	\$ 18,000
061	6200	413-443	2-1/2 Yard Wheel Loader	\$ 190,000
061	6400	413-443	Aerial Man Lift	\$ 27,000
061	5030	413-443	Skid Steer Loader with Attachments	\$ 70,000
061	6500	413-443	Vehicle Pressure Washer	\$ 12,000
				\$ 877,155
				11%
Vehicles				
061		413-441	Police Squads (4)	\$ 160,000
061	5050	413-442	1 Ton Pickup	\$ 36,000
061	5030	413-442	1 Ton Utility Truck	\$ 54,000
061	6200	413-442	1/2 Ton Pickup Truck	\$ 32,000
061	6200	413-442	2-1/2 Ton Dump	\$ 175,000
061	6200	413-442	2-1/2 Ton Dump	\$ 180,000
061		413-442	Combination Sewer Cleaner	\$ 410,000
061	6200	413-442	Sign Maintenance Truck	\$ 125,000
				\$ 1,172,000
				15%
Water and Sewer Improvements				
050	5030	413-472	Water Main Replacement	\$ 550,000
050	5060	413-462	I & I Study (Longmeadows North)	\$ 100,000
050	5060	413-462	Manhole Sealing	\$ 100,000
050	5060	413-462	Reline Sanitary Sewers	\$ 100,000
050	5060	413-462	Sanitary Sewer Replacement	\$ 100,000
				\$ 950,000
				12%
Grand Total				\$ 7,862,155

**Table IV
Village of Hanover Park
Fiscal Year 2018 - 2021 Capital Improvement Plan**

Fund	CCC	Description	FY'18	FY'19	FY'20	FY'21
General Fund Capital Improvements						
001	4700	Microsoft SQL Upgrade (PD, VH, FD, PW)		\$ 20,000		
001	4700	Microsoft SQL CALS		\$ 10,000		
001	4700	Microsft Enterprise Agreement Licensing	\$ 90,000	\$ 90,000	\$ 90,000	\$ 90,000
001	4700	Windows System Center Management			\$ 45,000	
001	4700	Kronos System Upgrade	\$ 18,000		\$ 20,000	
001	4700	Water Bill Payment Kiosk	\$ 28,000			
001	4700	Backup Server Replacement			\$ 25,000	
001	4700	Phone System Upgrade	\$	40,000		
001	4700	VH/PW/PD/FD UPS Battery Replacement				\$ 30,000
001	4700	Village Hall/Fire/PW Video Surveillance	\$	40,000		
001	4700	Police Department Video Surveillance			\$ 150,000	
001	4700	Fire HQ Audio/Video Replacement	\$ 50,000			
001	4700	Public Access Channel System	\$ 30,000			
001	4700	GIS Development	\$ 125,000	\$ 125,000	\$ 125,000	\$ 125,000
001	4700	PD 2 Form Authentication (CJIS Mandate)	\$	20,000		
001	4700	Document Management Software				\$ 50,000
001	4700	Fire Plotter	\$ 8,000			
001	4700	Website Upgrade			\$ 60,000	
001	4700	Agenda Management Software	\$ 30,000			
001	4700	Postage Machine			\$ 5,000	
001	4700	Bill/Letter Opener Machine			\$ 5,000	
001	4700	PD Scanners Replacement	\$ 21,000			
001	6100	Bayside Site Improvements	\$ 100,000			
001	6200	Box Culvert Cleaning/Repair	\$ 250,000			
001	6200	Creek Bank Repairs	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
001	6200	Lighted Street Name Signs	\$ 40,000	\$ 40,000		
001	6200	General Drainge Spot Repairs	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
001	6200	Morton Pond Excavation	\$ 200,000			
001	6200	Village Hall Resurfacing	\$ 200,000		\$ 200,000	
001	6200	Village Hall Fence	\$ 75,000			
001	6200	Replacement Sign Machine	\$ 55,000			
001	6300	Parkway Tree Replacement	\$ 150,000	\$ 150,000	\$ 150,000	\$ 150,000
001	6300	Holiday Decorations	\$ 45,000			\$ 15,000
001	6300	Lake Street Planter Boxes		\$ 25,000		\$ 25,000
001	6300	Non-Lake Street Planter Boxes		\$ 15,000		
001	6300	Entrance Signs	\$ 10,000		\$ 10,000	
001	6300	Street Banners	\$ 15,000	\$ 15,000	\$ 20,000	
001	6400	VH Rooftop Units	\$ 750,000			
001	6400	VH Boilers	\$ 150,000			
001	6400	Butler Building Gas Detection System	\$ 50,000			
001	6400	PW Screening Wall Tuck-Pointing	\$ 20,000			
001	6400	VH Tuck-Pointing		\$ 15,000		
001	6400	PW Women's Locker room	\$ 20,000			
001	6400	PW Garage Door operators	\$ 40,000			
001	6400	PW Roof		\$ 300,000		
001	6400	PW Carpet		\$ 30,000		
001	6400	Fire Station #1 2nd Floor Replacement		\$ 25,000		
001	6400	Electric - Ontarioville	\$ 60,000			
001	6400	VH Roof Over Admin.	\$ 75,000			
001	6400	VH High Roof (214)	\$ 75,000			
001	6400	VH Employee Patio	\$ 45,000			
001	6400	PW Floor Epoxy	\$ 25,000			
001	6400	Epoxy Floor Fire #2	\$ 15,000			
001	6400	Overhead Doors @ F1			\$ 80,000	
001	6400	VH Old PD Roof			\$ 350,000	
001	6400	PW Generator				\$ 100,000
001	6400	First Station #1 Kitchen Refurbish	\$ 25,000			
001	6400	Repaint Station 1	\$ 10,000			
001	6400	PW Water Heaters	\$ 10,000			
001	6400	Village Hall Basement		\$ 25,000		
001	6400	Fire Station #1 Trailer Garage	\$ 250,000			
001	6600	GPS Equipment	\$ 25,000			
001	6600	Traffic Counters	\$ 25,000			
001	6600	Bike Path Construction	\$ 250,000	\$ 250,000		
001	6600	Arterial Fence	\$ 75,000			
001	7200	Firefighter Turnout Gear (12 Sets)	\$ 45,032	\$ 47,284	\$ 49,648	\$ 52,131
001	7200	Hurst Rescue Tools	\$ 50,700			
001	7200	Large Diameter Hose Replacement	\$ 10,700			
001	7200	Thermal Imaging Cameras	\$ 17,850	\$ 18,743	\$ 19,680	\$ 20,664
001	7200	Biphasic Cardiac Monitor/Defib/Pace Maker	\$ 44,670	\$ 46,903	\$ 49,249	\$ 51,711
001	7200	Autopulse CPR Units	\$ 15,068	\$ 15,821	\$ 16,612	\$ 17,443
001	7200	Automatic Cardiac Defibrillators	\$ 37,625	\$ 39,506	\$ 41,482	
001	7200	Public Education Trailer		\$ 70,000		
001	7200	SCBA Compressor / Cascade			\$ 40,000	
001	7200	RAD 57 Monitors		\$ 63,350	\$ 66,518	
001	8100	In Car Automated Ticket Printers	\$ 10,000			
001	8100	Speed Trailer			\$ 17,000	

Table IV
Village of Hanover Park
Fiscal Year 2018 - 2021 Capital Improvement Plan

Fund	CCC	Description	FY'18	FY'19	FY'20	FY'21
001	8100	Protective Vests / CRT Vests			\$ 29,000	\$ 16,500
001	8100	In Car Video Replacement			\$ 25,000	
001	8100	Glock Handguns			\$ 10,500	
001	8100	Records Management System	\$ 60,000	\$ 71,000	\$ 72,000	\$ 73,000
001	8100	Starcom 21 Radios 700-800 MHZ Radios		\$ 25,000	\$ 25,000	\$ 25,000
001	8100	Radar Detectors		\$ 10,000		
001	8100	Portable Breathalyzers	\$ 10,000			
001	8100	Gas Masks	\$ 36,000			
001	8100	EOC Communications System	\$ 18,900			
Total General Fund Capital Improvements			\$ 4,041,545	\$ 1,792,607	\$ 1,946,689	\$ 991,449
			35.27%	25.00%	29.83%	17.13%
Motor Fuel Tax Fund Capital Improvements						
011	MFT		\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
Total Motor Fuel Tax Fund Capital Improvements			\$ 1,000,000	\$ 1,000,000	\$ 1,000,000	\$ 1,000,000
			8.73%	13.94%	15.32%	17.28%
MWRD						
017	6700	Backstops	\$ 25,000	\$ 30,000	\$ -	\$ -
	6700	Landscaping	\$ -	\$ -	\$ -	\$ -
	6700	Concession stands	\$ 200,000	\$ -	\$ -	\$ -
	6700	Fence Relocation for Bike Path	\$ 125,000	\$ -	\$ -	\$ -
	6700	Roadway Entrance	\$ -	\$ -	\$ -	\$ -
Total MWRD Capital Improvements			\$ 350,000	\$ 30,000	\$ -	\$ -
			3.05%	0.42%	0.00%	0.00%
Commuter Park Lot Fund Capital Improvements						
051		Station improvements	\$ 200,000.00	\$ -	\$ -	\$ -
051		Parking lot resurfacing	\$ 250,000.00	\$ 250,000.00	\$ -	\$ -
051		Parking lot lighting	\$ 50,000.00	\$ -	\$ -	\$ -
Total Commuter Park Lot Fund Capital Improvements			\$ 500,000	\$ 250,000	\$ -	\$ -
			4.36%	3.49%	0.00%	0.00%
Water & Sewer Fund Capital Improvements						
050	5020	Well #4 Generator	\$ 500,000			
050	5020	Well #4 Improvements	\$ 100,000			
050	5020	Electrical Upgrade to Schick Rd		\$ 280,000		
050	5020	Hartmann Tower Rehab			\$ 420,000	
050	5020	Well #4 Rehab	\$ 254,000	\$ 230,000		
050	5020	Well #6 Well Rehab	\$ 15,000			
050	5020	Well #2 Well Rehab			\$ 230,000	
050	5020	Schick Road Reservoir Rehab	\$ 250,000			
050	5020	Evergreen Tower Rehab		\$ 400,000		
050	5030	Annual Water Main Replacement	\$ 750,000	\$ 750,000	\$ 750,000	750000
050	5030	Leak Detection		\$ 50,000		
050	5040	Fixed Reading Network	\$ 300,000			
050	5040	Meter Reading Laptop	\$ 15,000		\$ 17,000	
050	5040	Residential Meter Change Out		\$ 400,000	\$ 400,000	400000
050	5050	Sludge Storage Building	\$ 800,000			
050	5050	Muffin Monster Rebuild	\$ 25,000			25000
050	5050	Pump Rehab	\$ 50,000	\$ 50,000	\$ 50,000	50000
050	5050	Bayside Bar Screen Repair/Replace		\$ 240,000		
050	5050	STP Roof Replacement		\$ 60,000		60000
050	5060	I & I study	\$ 100,000	\$ 100,000	\$ 100,000	100000
050	5060	Sewer Relining	\$ 100,000	\$ 150,000	\$ 150,000	150000
050	5060	Manhole Sealing	\$ 100,000	\$ 100,000	\$ 100,000	100000
050	5060	Overhead Sewer Program	\$ 35,000	\$ 40,000	\$ 40,000	40000
050	5060	Forcemain Replacement	\$ 500,000			
050	5060	Sanitary Sewer Replacement	\$ 200,000	\$ 250,000	\$ 250,000	250000
050	5060	GIS Development				
050	5060	Maintenance Software Implementation				
Total Water & Sewer Fund Capital Improvements			\$ 4,094,000	\$ 3,100,000	\$ 2,507,000	\$ 1,925,000
			35.73%	43.23%	38.42%	33.26%
Central Equipment Fund Improvements						
061	2500	Pick Up			\$ 36,000	
061	2500	Pick Up		\$ 33,000		
061	2500	1 Ton Flatbed	\$ 37,000			
061	2500	Crane/Sewer	\$ 103,600			
061	2500	2 1/2 Ton Dump			\$ 176,500	

**Table IV
Village of Hanover Park
Fiscal Year 2018 - 2021 Capital Improvement Plan**

Fund	CCC	Description	FY'18	FY'19	FY'20	FY'21
061	2500	2 1/2 Ton Dump		\$ 176,500		
061	2500	5 Ton Dump	\$ 190,000			
061	2500	Pick Up			\$ 26,000	
061	2500	Service Truck	\$ 44,500			
061	2500	Cargo Van				\$ 50,000
061	2500	Pick Up		\$ 34,500		
061	2500	Compact Van	\$ 26,000			
061	2500	1 Ton Dump			\$ 53,500	
061	2500	Compact Pick Up	\$ 26,000			
061	2500	Pick Up				\$ 37,000
061	2500	Sewer TV Truck				\$ 165,000
061	2500	2 1/2 Truck Dump				\$ 180,000
061	2500	1 Ton Dump				\$ 91,000
061	2500	PD Car	\$ 42,000			\$ 45,800
061	2500	PD Car	\$ 42,000			\$ 45,800
061	2500	Utility Truck				\$ 45,800
061	2500	SUV			\$ 43,600	
061	2500	SUV		\$ 43,000		
061	2500	SUV	\$ 42,000			\$ 45,800
061	2500	PD Car	\$ 42,000			\$ 45,800
061	2500	SUV			\$ 43,600	
061	2500	SUV		\$ 43,000		
061	2500	SUV		\$ 43,000		
061	2500	SUV		\$ 43,000		
061	2500	PD Car			\$ 43,600	
061	2500	SUV		\$ 43,000		
061	2500	SUV			\$ 43,600	
061	2500	PD Car			\$ 43,600	
061	2500	Van				\$ 50,000
061	2500	PD Car	\$ 42,000			\$ 35,000
061	2500	PD Car	\$ 33,000			
061	2500	Compact Van	\$ 28,000			
061	2500	Utility Truck				\$ 51,000
061	2500	Pick Up				\$ 38,000
061	2500	Pick Up	\$ 24,000			
061	2500	Engine				\$ 800,000
061	2500	Ambulance		\$ 230,000		
061	2500	Sweeper			\$ 230,000	
061	2500	Forklift			\$ 18,000	
061	2500	Roller	\$ 32,500			
061	2500	Saw	\$ 17,000			
061	2500	Utility Cart			\$ 14,000	
061	2500	Backhoe	\$ 136,000			
Total Central Equipment Fund Capital Improvements			\$ 907,600	\$ 689,000	\$ 772,000	\$ 1,726,000
			7.92%	9.61%	11.83%	29.82%

Table IV
Village of Hanover Park
Fiscal Year 2018 - 2021 Capital Improvement Plan

Fund	CCC	Description	FY'18	FY'19	FY'20	FY'21
IT Replacement Fund Capital Improvements						
062	2500	Router	\$ 20,000			
062	2500	Switches(12)	\$ 65,000			
062	2500	Data Backup Devices		\$ 30,000		
062	2500	Door Access System			\$ 70,000	
062	2500	Video Surveillance System			\$ 40,000	
062	2500	Computer	\$ 65,000	\$ 65,000	\$ 65,000	\$ 70,000
062	2500	Servers	\$ 150,000			
062	2500	Data Storage	\$ 150,000			
062	2500	Router		\$ 20,000		
062	2500	Switches(24)		\$ 65,000		
062	2500	Firewall(2)		\$ 25,000		
062	2500	Data Backup Devices		\$ 30,000		
062	2500	MDC	\$ 50,000	\$ 50,000	\$ 50,000	\$ 50,000
062	2500	Routers(2)	\$ 15,000			
062	2500	Switches(8)	\$ 25,000			
062	2500	Door Access System			\$ 30,000	
062	2500	Video Surveillance System			\$ 20,000	
062	2500	MDC	\$ 25,000	\$ 25,000	\$ 25,000	\$ 25,000
Total IT Replacement Fund Capital Improvements			\$ 565,000	\$ 310,000	\$ 300,000	\$ 145,000
			4.93%	4.32%	4.60%	2.51%
TOTAL Fiscal Year 2018 - 2021 Capital Improvement Plan			\$11,458,145	\$7,171,607	\$6,525,689	\$5,787,449

APPENDIX

This supporting section includes the following:

Appendix

- A Employee History**
- B Three Year Comparison of Budgeted Positions**
- C Schedule of Direct and Overlapping Bonded Debt**
- D Assessed Value and Actual Value of Taxable Property**
- E Direct and Overlapping Property Tax Rates – Cook County**
- F Direct and Overlapping Property Tax Rates – DuPage County**
- G Property Tax Levies and Collections**
- H Principle Property Taxpayers**
- I Ratios of Outstanding Debt by Type**
- J Ratios of General Bonded Debt Outstanding**
- K Principal Employers**
- L Glossary of Key Terms**

Village of Hanover Park Employee History

	<u>FY2007</u>	<u>FY2008</u>	<u>FY2009</u>	<u>FY2010</u>	<u>FY2011</u>	<u>FY2012</u>	<u>FY2013</u>	<u>FY2014</u>	<u>FY2015</u>	<u>FY2016</u>
Police	72.75	73.75	76.75	76.75	84.65	84.65	84.65	84.65	84.65	84.65
Fire	30.00	33.00	36.00	36.00	36.00	36.00	41.00	41.00	41.00	41.00
Public Works	40.25	40.25	40.25	39.35	36.65	36.65	40.00	40.00	40.00	38.20
Community Development	9.18	9.18	9.18	8.18	8.00	8.00	2.00	3.00	3.00	3.00
Finance	6.10	6.10	6.10	6.10	6.07	6.07	4.80	4.80	4.80	5.40
Information Technology	0.00	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95	1.95
Water & Sewer	10.69	11.94	11.94	11.39	11.42	11.42	9.94	9.94	9.94	12.04
Commuter Lot	3.00	3.00	3.00	2.90	2.40	2.40	2.50	2.50	2.50	2.20
Other (Administration, Engineering, etc.)	12.03	12.03	10.83	10.83	8.86	7.86	8.16	8.16	8.16	9.56
TOTAL FULL-TIME:	187.00	193.00	196.00	196.00	196.00	195.00	195.00	196.00	196.00	198.00
Added (Full-time Positions):	5	8	4	4	4	1	2	1	0	2
Deleted (Full-time Positions):	0	2	1	1	1	2	2	0	0	0

FY2007

+ (3) FF/Paramedics
+ (2) Police Officers

FY2008

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

FY2009

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

FY2010

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

FY2011

+ (4) Police Officers
- Forestry Supervisor

FY2012

+ Planner
- Water Billing/Village Service Rep.
- Water Billing Service Representative

FY2013

+ Chief of Inspectional Services
+ Building Maintenance Worker II
- Community Development Director
- Chief Building Official

FY2014

+ Comm. & Econ. Dev. Dir.

FY2015

FY2016

+ Deputy Village Manager
+ Village Eng./Asst. PW Dir.

Hanover Park Employees

3-Year Comparison of Budgeted Positions

DEPARTMENT	FY 13/14	FY'15	FY'16
<u>ELECTED OFFICIALS</u>			
Village President	1	1	1
Village Clerk	1	1	1
Trustee	6	6	6
Total Elected Officials	8	8	8
<u>VILLAGE CLERK</u>			
Deputy Village Clerk	1	1	1
Total full-time employees	1	1	1
<u>VILLAGE COLLECTOR</u>			
Village Collector	1	1	1
Total full-time employees	1	1	1
<u>VILLAGE ADMINISTRATION</u>			
Village Manager	1	1	1
Deputy Village Manager			1
Administrative Assistant	1	1	1
Total full-time employees	2	2	3
<u>HUMAN RESOURCES DEPARTMENT</u>			
Human Resources Director	1	1	1
Payroll & Benefits Specialist	1	1	1
Human Resources Generalist	1	1	1
Human Resources Clerk (P.T.)	P.T. 1	P.T. 1	P.T. 1
Total full-time employees	3	3	3
<u>INFORMATION TECHNOLOGY DEPARTMENT</u>			
Chief Information Officer	1	1	1
Application Systems Analyst	1	1	1
Network Systems Administrator	1	1	1
Total full-time employees	3	3	3
<u>FINANCE DEPARTMENT</u>			
Finance Director	1	1	1
Assistant Finance Director	1	1	1
Accountant	1	1	1
Account Technician	2	2	2
Water Billing Representative	1	2	2
Village Services Representative	3	3	3

APPENDIX B

DEPARTMENT	FY 13/14	FY'15	FY'16
Receptionist	1	1	1
Water Billing/Village Services Representative (P.T.)	P.T. 3	P.T. 1	P.T. 1

Total full-time employees	10	11	11
----------------------------------	-----------	-----------	-----------

PUBLIC WORKS DEPARTMENT

Public Works Director	1	1	1
Fleet Services Manager	1	1	1
Wastewater Treatment Plan Supervisor	1	1	1
Water Supply Supervisor	1	1	1
Building Maintenance Supervisor	1	1	1
Distribution/Meter Supervisor	1	1	1
Streets Supervisor	1	1	1
Mechanic	4	4	4
Wastewater Treatment Plant Operator	3	3	4
Wastewater Treatment Plant Operator Trainee	1	1	0
Water Supply Operator	2	2	2
Building Maintenance Worker II	2	2	2
Equipment Operator	7	7	7
Maintenance Worker	13	13	13
Building Maintenance Worker I	2	2	2
Groundskeeper	1	1	1
Administrative Assistant	1	1	1
Janitor II (P.T.)	P.T. 1	P.T. 1	P.T. 1
Janitor I (P.T.)	P.T. 2	P.T. 2	P.T. 2
Seasonal Laborers	P.T. 8	P.T. 8	P.T. 8

Total full-time employees	43	43	43
----------------------------------	-----------	-----------	-----------

ENGINEERING DEPARTMENT

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

Total full-time employees	3	3	4
----------------------------------	----------	----------	----------

FIRE DEPARTMENT

Fire Chief	1	1	1
Assistant Fire Chief	1	1	1
Battalion Chief	3	3	3
Fire Lieutenant	6	6	6
Firefighter/Paramedic	24	24	24
Administrative Assistant	1	1	1
P.T. Firefighter (+/-25)	P.T.	P.T.	P.T.
Chief of Inspectional Services	1	1	1
Plan Reviewer/Project Coordinator	1	1	1
Health Officer/Commercial Code Official	1	1	1
Building Inspector	1	1	1

APPENDIX B

Permit Coordinator	1	1	1
DEPARTMENT	FY 13/14	FY'15	FY'16
Permit Coordinator (P.T.)	P.T. 1	P.T. 1	P.T. 1
Total full-time employees	41	41	41

POLICE DEPARTMENT

Police Chief	1	1	1
Deputy Chief	2	2	2
Lieutenant	3	3	3
Sergeant	6	6	6
Police Officer	49	49	49
Police Social Worker	1	1	1
Court Services Coordinator	1	1	1
Community Service Officer (CSO)	4	4	4
Community Service Officer – Property Custodian	1	1	1
Code Enforcement Officer	5	5	5
Code Enforcement Supervisor	1	1	1
Administrative Assistant	1	1	1
Police Accreditation & Grants Manager	1	1	1
Police Records Supervisor	1	1	1
Police Records Clerk	7	7	7
Parking Enforcement Officer	1	1	1
Parking Enforcement Officer (P.T.)	P.T. 1	P.T. 1	P.T. 1
Police Desk Officer (P.T.)	P.T. 2	P.T. 2	P.T. 2
Police Records Aide (P.T.)	P.T. 9	P.T. 9	P.T. 9
Seasonal Appearance Officer (P.T.)	P.T. 1	P.T. 1	P.T. 1
Administrative Assistant – Code Enforcement (P.T.)	P.T. 2	P.T. 2	P.T. 2
Total full-time employees	85	85	85

COMMUNITY DEVELOPMENT DEPARTMENT

Community Development Director	1	1	1
Planner	1	1	1
Administrative Assistant	1	1	1
Total full-time employees	3	3	3

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

VILLAGE OF HANOVER PARK, ILLINOIS

Schedule of Direct and Overlapping Bonded Debt
December 31, 2015

Governmental Unit	Gross Debt	Percentage to Debt Applicable to Village (1)	Village's Share of Debt
Village of Hanover Park	\$ <u>18,670,000</u>	100.00%	\$ <u>18,670,000</u>
School District # 20	4,550,000	35.54%	1,617,098
School District #93	14,430,000	8.62%	1,243,478
High School District #87	25,855,000	1.90%	492,314
High School District #108	37,850,000	6.97%	2,637,498
High School District #211	11,380,000	1.76%	200,545
Community School District #46	319,635,442	5.11%	16,318,589
Community College District #502	208,870,000	0.59%	1,225,725
Community College District #509	186,425,000	2.06%	3,839,401
Community College District #512	<u>170,935,000</u>	0.70%	<u>1,203,435</u>
Total School Districts	<u>979,930,442</u>		<u>28,778,084</u>
Cook County	3,491,085,000	0.18%	6,378,546
DuPage County	43,590,000	0.96%	416,370
Cook County Forest Preserve District	118,610,000	0.18%	216,712
DuPage County Forest Preserve District	149,705,394	0.96%	1,429,979
Metropolitan Water Reclamation District	2,394,996,000	0.18%	4,269,481
Bartlett Park District	28,325,000	3.17%	898,651
Hanover Park Park District	475,000	94.93%	450,933
Schaumburg Park District	9,585,000	1.33%	127,572
Poplar Creek Library District	18,615,000	34.51%	6,424,228
Bloomington Fire Protection District	<u>1,365,000</u>	5.38%	<u>73,402</u>
Total Others	<u>6,256,351,394</u>		<u>20,685,873</u>
Total Overlapping Debt	<u>7,236,281,836</u>		<u>49,463,957</u>
Total Direct and Overlapping Debt	<u>7,254,951,836</u>		<u>68,133,957</u>

Data Source: Cook and DuPage County Clerk's

Note: Overlapping governments are those that coincide, at least in part, with the geographic boundaries of the Village. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of the Village. Every resident is not responsible for paying the debt of each overlapping government.

VILLAGE OF HANOVER PARK, ILLINOIS

Equalized Assessed Value of Taxable Property - Last Ten Fiscal Years
December 31, 2015

Tax Levy Year	Residential Property	Farm	Commerical Property	Industrial Property	Total	Railroad	Total Equalized Assessed Value
2005	499,096,061	23,971	77,236,570	80,121,173	656,477,775	7,429	656,485,204
2006	528,502,161	22,857	73,203,317	86,207,031	687,935,366	11,078	687,946,444
2007	582,778,860	20,611	78,601,640	84,771,160	746,172,271	15,750	746,188,021
2008	619,345,489	22,138	81,118,955	88,697,614	789,184,196	20,597	789,204,793
2009	646,155,690	23,096	78,379,577	86,172,595	810,730,958	25,317	810,756,275
2010	591,605,225	25,245	71,549,079	80,447,378	743,626,927	26,401	743,653,328
2011	534,597,946	27,576	77,215,814	84,071,033	695,912,369	23,933	695,936,302
2012	480,379,181	30,168	74,230,983	72,016,294	626,656,626	29,291	626,685,917
2013	406,835,524	33,020	67,553,125	67,949,060	542,370,729	31,070	542,401,799
2014	402,877,399	37,449	71,681,951	58,665,170	533,261,969	42,030	533,303,999

Data Source: Cook and DuPage County Clerk's and Treasurer's Offices

VILLAGE OF HANOVER PARK, ILLINOIS

Direct and Overlapping Property Tax Rates-Cook County
December 31, 2015

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Village of Hanover Park										
General Corporate rate	1.191	1.249	1.150	1.063	1.053	1.305	1.385	1.686	2.309	2.356
Debt Service Rate	0.152	0.153	0.136	0.120	0.114	0.244	0.205	0.253	0.328	0.331
Total Direct Tax Rate	1.343	1.402	1.286	1.183	1.167	1.549	1.590	1.939	2.637	2.687
Overlapping Rates (1)										
School District #46	4.746	4.874	4.565	4.435	4.339	5.026	5.507	6.540	7.580	7.668
School District #509	0.421	0.347	0.348	0.331	0.354	0.434	0.475	0.546	0.638	0.638
Hanover Park Park District	0.441	0.471	0.423	0.386	0.371	0.429	0.442	0.511	0.629	0.624
County including Forest Preserve										
District and TB Sanitarium	0.598	0.562	0.499	0.466	0.443	0.474	0.545	0.594	0.629	0.637
Hanover Township	0.237	0.250	0.224	0.223	0.239	0.248	0.287	0.324	0.391	0.298
Metropolitan Water Reclamation District	0.315	0.284	0.263	0.252	0.261	0.274	0.320	0.370	0.417	0.430
Northwest Mosquito Abatement District	0.009	0.009	0.008	0.008	0.008	0.009	0.010	0.011	0.013	0.013
Poplar Creek Library	0.304	0.310	0.367	0.357	0.350	0.394	0.449	0.515	0.631	0.632
Community Mental Health	0.035	0.037	0.033	0.033	0.033	0.038	0.044	0.050	0.061	0.061
Consolidated Elections	0.014	-	0.012	-	-	-	-	-	0.031	-
Total Direct and Overlapping Tax Rate	8.463	8.546	8.028	7.674	7.565	8.875	9.669	11.400	13.657	13.688

Data Source: Cook County Clerk

Note: Overlapping rates are those of local and county governments that apply to property owners within the Village. Not all overlapping rates apply to all Village property owners.

Direct and Overlapping Property Tax Rates-DuPage County
December 31, 2015

	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014
Village of Hanover Park:										
General Corporate rate	0.5533	0.5332	0.4935	1.1095	0.5478	0.6262	0.7209	0.9039	0.9991	0.9836
Fire Protection	0.5885	0.6303	0.6043		0.7077	0.7477	0.8068	0.9790	1.1292	1.3204
Debt Service Rate	0.1297	0.1262	0.1146	0.1104	0.1200	0.2091	0.1989	0.2498	0.2658	0.2816
Total Direct Tax Rate	1.2715	1.2897	1.2124	1.2199	1.3755	1.5830	1.7266	2.1327	2.3941	2.5856
Overlapping Rates										
School District #93	3.5070	3.6473	3.6473	3.6442	3.7112	3.9130	4.1112	4.6112	5.0165	5.1272
School District #87	1.7200	1.7210	1.6612	1.6507	1.6749	1.8378	2.0199	2.2868	2.4877	2.5824
Community College #502	0.1874	0.1929	0.1888	0.1858	0.2127	0.2349	0.2495	0.2681	0.2956	0.2975
Hanover Park Park District	0.4055	0.4059	0.3801	0.3801	0.4091	0.4250	0.4554	0.5614	0.5673	0.5834
County including Forest Preserve										
District and Airport	0.3266	0.3199	0.3008	0.2923	0.2919	0.3138	0.3356	0.3639	0.3875	0.3944
Wayne Township	0.1400	0.1370	0.1289	0.1253	0.1268	0.1378	0.1479	0.1626	0.1796	0.1880
Poplar Creek Library	0.3004	0.3131	0.3696	0.3522	0.4003	0.4158	0.4553	0.5977	0.6249	0.6272
Total Direct and Overlapping Tax Rate	7.8584	8.0268	7.8891	7.8505	8.2024	8.8611	9.5014	10.9844	11.9532	12.3857

Data Source: DuPage County Clerk

Note: Overlapping rates are those of local and county governments that apply to property owners within the Village. Not all overlapping rates apply to all Village property owners.

VILLAGE OF HANOVER PARK, ILLINOIS

Property Tax Levies and Collections
December 31, 2015

Tax Levy Year	Fiscal Year Ended April 30	Taxes Levied for the Fiscal Year	Collected within the Fiscal Year of the Levy		Collections in Subsequent Years	Total Collections to Date	
			Amount	Percentage of Levy		Amount	Percentage of Levy
2005	2006	8,113,730	1,597,398	19.69%	6,401,963	7,999,361	98.59%
2006	2007	8,669,475	1,581,476	18.24%	6,985,693	8,567,170	98.82%
2007	2008	8,771,573	1,643,467	18.74%	7,003,039	8,646,506	98.57%
2008	2009	8,997,079	1,689,164	18.77%	7,087,709	8,776,873	97.55%
2009	2010	9,360,557	1,840,527	19.66%	7,062,439	8,902,966	95.11%
2010	2011	11,081,993	1,677,810	15.14%	8,978,384	10,656,194	96.16%
2011	2012	11,294,245	2,548,018	22.56%	8,275,352	10,823,370	95.83%
2012	2013	11,718,824	2,478,683	21.15%	9,260,873	11,739,556	100.18%
2013	2014	12,692,238	4,013,571	31.62%	7,372,784	11,386,355	89.71%
2014	2015	13,249,064	13,110,424	98.95%	N/A	13,110,424	98.95%

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

Data Source: Village Records

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Property Tax Payers - Current Year and Nine Years Ago
December 31, 2015

Taxpayer	2015			2006		
	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value	Taxable Assessed Value	Rank	Percentage of Total Village Taxable Assessed Value
Newplan Excel Realty	\$ 4,167,855	1	1.79%	-		0.00%
Claremont Hanover Park	2,494,861	2	1.07%	-		0.00%
Menards	2,266,776	3	0.97%	9,096,306	2	1.39%
National Shopping Plaza	1,002,882	4	0.43%	-		0.00%
Hanover Square LLC	699,989	5	0.30%	-		0.00%
Public Storage IL29125	532,755	6	0.23%	-		0.00%
Novogroder Company	404,753	7	0.17%	-		0.00%
Pebblewood Court Apts	376,917	8	0.16%	4,337,465	7	0.66%
Cicero Roosevelt Inc.	358,476	9	0.15%	-		0.00%
Charter Bank & Trust	348,353	10	0.15%	-		0.00%
Wheaton Bank Trust 1238	-		0.00%	4,260,579	8	0.65%
AMB-Turnberry Lakes	-		0.00%	11,418,750	1	1.74%
Westview Center - Bradley	-		0.00%	8,744,818	3	1.33%
IDI Services - Turnberry lakes	-		0.00%	7,473,420	4	1.14%
Fisher Scientific Company	-		0.00%	5,605,130	5	0.85%
IDI Services - Hanover Corp Center	-		0.00%	4,575,580	6	0.70%
Northern Builders, Inc.	-		0.00%	4,146,590	9	0.63%
Kmart Corporation	-		0.00%	3,345,072	10	0.51%
	<u>\$ 12,653,617</u>		<u>5.42%</u>	<u>\$ 63,003,710</u>		<u>9.60%</u>

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

Ratios of Outstanding Debt By Type - Last Ten Fiscal Years
December 31, 2015

Fiscal Year Ended	Governmental Activities			Business-Type Activities		Total Primary Government	Total Equalized Assessed Value (EAV)	Percentage of EAV	Per Capita
	General Obligation Bonds	Notes Payable	Tax Increment Revenue Bonds	IEPA Loan					
2007	12,060,000	232,021	4,900,000	3,365,405	20,557,426	687,946,444	2.99%	537.06	
2008	11,120,000	131,834	3,350,000	3,091,905	17,693,739	746,188,021	2.37%	462.24	
2009	10,150,000	49,250	1,650,000	2,810,817	14,660,067	789,204,793	1.86%	382.99	
2010	19,140,000	-	-	2,522,513	21,662,513	810,756,275	2.67%	565.91	
2011	23,095,000	-	-	2,225,029	25,320,029	743,653,328	3.36%	666.79	
2012	22,030,000	-	-	1,919,889	23,949,889	695,936,302	3.44%	630.71	
2013	21,289,045	-	-	1,606,283	22,895,328	626,685,617	3.65%	602.94	
2014	20,477,418	-	-	1,283,975	21,761,393	542,401,799	4.01%	573.08	
2014B	19,615,000	-	-	1,067,648	20,682,648	533,303,999	3.88%	544.67	
2015	18,670,000	-	-	730,463	19,400,463	525,854,318	3.69%	510.90	

Data Source: Village's Records

VILLAGE OF HANOVER PARK, ILLINOIS

Ratios of General Bonded Debt Outstanding - Last Ten Fiscal Years
December 31, 2015

Fiscal Year Ended	Gross General Obligation Bonds	Less: Amounts Available in Debt Service Funds	Total	Percentage of Equalized Assessed Value	Per Capita
2007	12,060,000	881,208	11,178,792	1.62%	292.04
2008	11,120,000	790,270	10,329,730	1.38%	269.86
2009	10,150,000	512,014	9,637,986	1.22%	251.79
2010	19,140,000	169,528	18,970,472	2.34%	495.60
2011	23,095,000	-	23,095,000	3.06%	608.20
2012	22,030,000	234,149	21,795,851	3.13%	573.98
2013	21,289,045	370,984	20,918,061	3.34%	550.87
2014	20,477,418	488,704	19,988,714	3.69%	526.39
2014B	19,615,000	204,857	19,410,143	3.64%	511.16
2015	18,670,000	172,733	18,497,267	3.52%	487.12

Data Source: Village Records

VILLAGE OF HANOVER PARK, ILLINOIS

Principal Employers - Current Fiscal Year and Nine Fiscal Years Ago

December 31, 2015

Employer	2015 (1)			2006 (2)		
	Employees	Rank	Percentage of Total Village Employment	Employees	Rank	Percentage of Total Village Employment
Maines Paper & Food Service	400	1	8.00%			
Fischer Scientific	300	2	6.00%	345	1	6.98%
Insight Enterprises, Inc.	250	3	5.00%	250	2	5.06%
Camcraft, Inc.	245	4	4.90%	200	3	4.05%
Everpure, LLC	200	5	4.00%			
Menards	200	5	4.00%			
General Binding Corp	200	5	4.00%	200	3	4.05%
Fuji Film	200	5	4.00%	185	6	3.74%
Village of Hanover Park	193	9	3.86%	182	5	3.68%
Pentair	190	10	3.80%	160	8	3.24%
School Health Corporation	150	11	3.00%	120	7	2.43%
AMPAC	125	12	2.50%			
	<u>2,653</u>		<u>53.06%</u>	<u>1,642</u>		<u>33.23%</u>

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

(1) A selective telephone survey.

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

VILLAGE OF HANOVER PARK

GLOSSARY OF KEY TERMS

ABATEMENT - A deduction from the full amount of a tax. Usually related to reduction of tax levies for payment of principal and interest on general obligation bonds

ACCOUNTING SYSTEM - The total set of records and procedures which are used to record, classify and report information on the financial status and operations of an entity or fund

ACCRUAL – Being a method of accounting that recognizes income when earned and expenses when incurred regardless of when cash is received or disbursed

ACLS - Advance Cardiac Life Support

ACTIVITY - An organization classification composed of related work programs aimed at accomplishing a major service or regulatory program for which a government is responsible. Activity expenditure functions relate to the principal purpose/service for which expenditures are made

ADA - Americans with Disability Act. A law requiring public facilities to be accessible to all

AIPC – American Institute of Certified Planners

APIARY – A place where beehives of honey bees are kept

APPROPRIATION - A legal authorization granted by the Village Board to make expenditures and to incur obligations for specific purposes. An appropriation usually is limited in amount and time it may be expended

ARB - Automatic Reading and Billing. A device located on the exterior of buildings to allow remote reading of water meters

ASSESSED VALUATION - A value that is established for real or personal property for use as a basis for levying property taxes. (Note: Property values are established by the County Assessor.)

ASSETS - Property owned by a government

ATM – Advanced Tactical Mapping

AUDIT - A systematic collection of sufficient, competent evidential matter needed to attest to the fairness of the presentation of the Village's financial statements. The audit tests the Village's account system to determine whether the internal accounting controls are both available and being used

AVL – Auto Vehicle Locators

AWWA – American Water Works Association

B-BOX – Water service shut off

BALANCE SHEET - The portion of the Village's financial statement that discloses the assets, liabilities, reserves and balances of a specific governmental fund as of a specific date

BALANCED BUDGET - Operating revenues shall equal or exceed operating expenditures; capital equipment purchases (or transfers and associated capital grants) are not part of the operating budget

BASIS OF ACCOUNTING - A term used when revenues, expenditures, expenses, transfers, assets and liabilities are recognized in the accounts and reported in the financial statements. Specifically, it relates to the timing of the measurements made, regardless of the nature of the measurement, on the cash, modified accrual or the accrual method

BASSET - Beverage Alcohol Sales and Service Education Training. A training program for liquor sellers and servers

BOND - A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common types of bonds are general obligation and revenue bonds. These are most frequently used for the financing of capital improvements

BTLS - Basic Trauma Life Support

BUDGET - A plan of Village financial operations which includes an estimate of proposed expenditures and a proposed means of financing them. The term used without any modifier usually indicates a financial plan for a single operating year. The budget is the primary means by which the expenditure and service levels of the Village are controlled

BUDGET MESSAGE - The opening section of the budget which provides the Village Board and the public with a general summary of the most important aspects of the budget, changes from the current and previous fiscal years and the views and recommendations of the Village Manager.

CAAS - Commission on Accredited Ambulance Services

CAD - Computer Aided Dispatch or Computer Aided Drawing

CALEA - Commission on Accreditation for Law Enforcement Agencies

CAPITAL IMPROVEMENT PROGRAM (CIP) - A multiyear planning instrument used to identify needed capital acquisition and to coordinate the financing and timing of purchases/improvements

CAPITAL OUTLAY - Capital items are defined as tangible items such as vehicles, machinery, desks and tools costing more than \$10,000 each and having a useful life of more than one year

CASH MANAGEMENT - The management of cash necessary to pay for government services while investing temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships, and investing funds in order to achieve the balance of the highest interest and return, liquidity and minimal risk with these temporary cash balances

CDBG - Community Development Block Grant

CEO - Code Enforcement Officer

CEMP – Comprehensive Emergency Management Plan

CERT – Community Emergency Response Team

CHARGES FOR SERVICE - User charges for services provided by the Village to those specifically benefiting from those services.

CIP – Capital Improvement Program

CJIS - Criminal Justice Information System

CMAP – Chicago Metropolitan Agency for Planning

CMAQ - Congestion Mitigation and Air Quality

COMMODITIES - Items of expenditure in the Operating Budget which, after use, are consumed or show a material change in their physical condition, and which are generally of limited value and are characterized by rapid depreciation. Office supplies and small fixed assets are examples of commodities

CONNECT – Committee on Networking, Education and Community Teamwork

CONTINGENCY - Those funds included in the Budget for the purpose of providing a means to cover minor unexpected costs during the budget year

CONTRACTUAL SERVICES - Items of expenditure from services the Village received primarily from an outside company. Utilities, rent, travel and advertising are examples of contractual services

COST CONTROL CENTER - The primary organizational breakdown within many Village funds. Each cost control center serves a specific function or functions within the given fund entity

CPAP - Continuous Positive Airway Pressure

CRT – Critical Response Team

DARE - Drug Awareness and Resistance Education. An educational program presented by local law enforcement agencies in elementary schools

APPENDIX L

DEBT - A financial obligation resulting from the borrowing of money. Debts of government include bonds, notes and land contracts

DEBT SERVICE - Payments of principal and interest to lenders or creditors on outstanding debt

DEFICIT - The excess of expenditures or expenses over revenues or income during a single accounting period

DEPARTMENT - Departments are subdivided into cost control centers. While a department may refer to a single activity, it usually indicates a grouping of related activities. Cost control centers within a department are listed on the index tabs for each department

DEPRECIATION - The allocation of the cost of a fixed asset over the asset's useful life. Through this process the entire cost of the asset less any salvage value is ultimately charged off as an expense. This method of cost allocation is used in proprietary funds

DMS - Document Management System

DU-COMM - DuPage Communications. An intergovernmental agency providing emergency dispatch services to member communities and fire districts

DUI - Driving Under Influence

DUMEG - DuPage Metropolitan Enforcement Group. A drug enforcement agency consisting of police officers from member communities

EFO – Executive Fire Officer

EMPLOYEE BENEFITS - Contributions made by the Village to designated funds to meet commitments or obligations for employee fringe benefits. Included are the Village's share of costs for social security and the various pensions, medical and life insurance plans.

EMA - Emergency Medical Agency

EMS - Emergency Medical Service

EMT - Emergency Medical Technician

EMT A - Emergency Medical Technician - Ambulance

EMT B/D - Emergency Medical Technician – Defibrillator

EMT P - Emergency Medical Technician - Paramedic

ENTERPRISE FUND - A fund established to account for operations (a) that are financed and operated in a manner similar to private business enterprises - where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges; or (b) where the governing body has decided that periodic determination of the revenues earned, expenses incurred and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes

EQUALIZED ASSESSED VALUE (EAV) – The assessed valuation of each property multiplied by the equalization factor

EQUALIZATION FACTOR– A factor established by the Illinois Department of Revenue, used to bring the aggregate value of assessments within each County to 33.3% of estimated fair market value of all real property within the County

EOC - Emergency Operations Center

EPA - Environmental Protection Agency

EPO – Exclusive Provider Organization

ERP - Enterprise Resource Planning

ESDA - Emergency Services and Disaster Agency

EXPENDITURES - Decreases in net financial resources. Expenditures include current operating expenses requiring the present of future use of net current assets, debt service and capital outlays, and intergovernmental transfers

EXPENSES - Charges incurred, whether paid or unpaid, resulting from the delivery of Village services

FAE - Fire Apparatus Engineer

FIDUCIARY FUND – Funds used to report assets held in a trustee or agency capacity for others and which therefore cannot be used to support the government's own programs. The fiduciary fund category includes pension trust funds, investment trust funds, private-purpose trust funds, and agency funds

FISCAL POLICY - The Village's policies with respect to revenues, spending and debt management as these relate to government services, programs and capital investment. Fiscal policy provides an agreed upon set of principles for the planning and programming of government budgets and their funding

FISCAL YEAR (FY) - The accounting period for which an organization budgets is termed the fiscal year. In Hanover Park, the fiscal year begins May 1 and ends April 30 of the following year

FIXED ASSETS - Assets of a long-term character which are intended to continue to be held or used. Examples of fixed assets include items such as land, buildings, machinery, furniture and other equipment

FOIA – Freedom of Information Act

FTO – Field Training Officer

FUND - A set of interrelated accounts to record revenues and expenditures associated with a specific purpose. A brief description of the purpose of a fund appears on the white index page preceding each fund

FUND BALANCE - The fund equity of governmental funds. Changes in fund balances are the result of the difference of revenues to expenditures. Fund balances increase when revenue exceeds expenditures and decrease when expenditures exceed revenues

GASB - Governmental Accounting Standards Board

GASB STATEMENT NO. 34 – BASIC FINANCIAL STATEMENTS AND MANAGEMENT'S DISCUSSION AND ANALYSIS. This new financial reporting model includes many aspects of conventional financial reporting, and in addition, several new features including: government-wide financial statements and management's discussion and analysis. This statement was developed to make financial reports easier to understand and more useful for oversight bodies, investors, and citizens

GENERALLY ACCEPTED ACCOUNTING PRINCIPLES (GAAP) - Uniform minimum standards and guidelines for financial accounting and reporting. They govern the form and content of the financial statements of an entity. GAAP encompass the conventions, rules and procedures necessary to define accepted accounting practice at a particular time. They include not only broad guidelines of general application, but also detailed practices and procedures. GAAP provide a standard by which to measure financial presentations. The primary authoritative body on the application of GAAP to state and local governments is the Governmental Accounting Standards Board (GASB)

GENERAL FUND - Accounts for all revenues and expenditures which are not accounted for in specific purpose funds. It finances the regular day-to-day operations of the Village. The General Fund is often referred to as the General Corporate Fund

GENERAL OBLIGATION BONDS - Bonds that finance a variety of public projects such as streets, buildings and improvements; the repayment of these bonds is usually made from the Debt Service Fund, and these bonds are backed by the full faith and credit of the issuing government

GFOA - Government Finance Officers Association

GIS - Geographic Information System

GOAL - A purpose or outcome toward which activities are directed

APPENDIX L

GOVERNMENTAL FUNDS – Funds generally used to account for tax-supported activities. There are five different types of governmental funds: the general fund, special revenue funds, debt service funds, capital projects and permanent funds

GPS - Global Positioning System

GRANT - An amount provided by a governmental unit or other type organization in aid or support of a particular governmental function or program

HI-LIGHTER - The Village of Hanover Park Newsletter

HMO – Health Maintenance Organization

HPCRC – Hanover Park Community Resource Center

HR SALES TAX - A 3/4 of 1% Home Rule Sales Tax on sales other than groceries and prescriptions

HTE - The provider of all Village centralized computer applications

HVAC - Heating, Ventilation and Air Conditioning system

IAFF - International Association of Firefighters

IACP - International Association of Chiefs of Police

ICSC - International Council of Shopping Centers

IDDE - Illicit Discharge Detection and Elimination

IDOC - Illinois Department of Conservation

IDOT - Illinois Department of Transportation

IDNR - Illinois Department of Natural Resources

IEPA - Illinois Environmental Protection Agency

IFSAP - Illinois Fire Service Administrative Professionals

ILEOT - Illinois Law Enforcement Officers Training Board. An organization promoting training to local enforcement agencies

IPSI – Illinois Public Service Institute

INCOME - A term used in proprietary fund-type accounting to represent (1) revenues, or (2) the excess of revenues over expenses.

INTERFUND TRANSFERS - Amounts transferred from one fund to another fund, primarily for work or services provided

INTERGOVERNMENTAL REVENUES - Funds received from federal, state and other local government sources in the form of grants, shared revenues and payments in lieu of taxes

IPAC – Illinois Police Accreditation Coalition

IPBC - Intergovernmental Personnel Benefits Cooperative. An intergovernmental pool providing employee health and life insurance coverage for Village employees

IPSI – Illinois Public Service Institute

IRMA - Intergovernmental Risk Management Agency. An intergovernmental pool providing liability, worker's compensation, automobile and property coverage for the Village

ISO - Insurance Standards Office

ISP - Illinois State Police

ISTEA - Intermodal Surface Transportation Efficiency Act

ITEP – Illinois Transportation Enhancement Program

JAWA - Northwest Suburban Joint Action Water Agency. A joint venture of seven northwest suburban municipalities to secure Lake Michigan water through a purchase agreement with the City of Chicago

JPR – Job Performance Ratings

JSA – Job Safety Analysis

JULIE - Joint Utility Location Information for Excavators

APPENDIX L

LAN/WAN - Local Area Network/Wide Area Network

LEADS - Law Enforcement Agencies Data System

LESO - Law Enforcement Support Office

LEVY - (Verb) to impose taxes, special assessments, or service charges for the support of governmental activities. (Noun) The total amount of taxes, special assessments or service charges imposed by the Village

LIABILITY - Debt or other legal obligations arising out of transactions in the past which must be liquidated, renewed or refunded at some future date

MABAS - Mutual Aid Box Alarm System

MAJOR FUND - Governmental fund or enterprise fund reported as a separate column in the basic fund financial statements and subject to a separate opinion in the independent auditor's report. The general fund is always a major fund. Funds meeting criteria specified in GASB Statement No. 34 must also be reported as a major fund. Any other governmental or proprietary fund may be reported if the Village Officials believe that fund is particularly important to financial statement users

MAP - Metropolitan Alliance for Police

MCAT – Major Crimes Assistance Team

METRA - A commuter rail system serving the six county northeast Illinois region

MDT – Mobile Data Terminal

MDC – Mobile Data Computer

MFT - Motor Fuel Tax

MWRD - Metropolitan Water Reclamation District

MODIFIED ACCRUAL BASIS - The accrual basis of accounting adapted to the governmental fund-type measurement focus. Under it, revenues and other financial resource increments (e.g., bond issue proceeds) are recognized when they become susceptible to accrual that is when they become both "measurable" and "available" to finance expenditures of the current period. "Available" means collectible in the current period or soon enough thereafter to be used to pay liabilities of the current period. Expenditures are recognized when the fund liability is incurred except for (1) inventories of materials and supplies that may be considered expenditures either when purchased or when used, and (2) prepaid insurance and similar items that may be considered expenditures either when paid for or when consumed. All governmental funds, expendable trust funds and agency funds are accounted for using the modified accrual basis of accounting

MUNICIPAL ELECTRIC AGGREGATION - Section 1-92 of the Illinois Power Agency Act allows for the aggregation of electric load by municipalities and counties (i.e., government aggregation). This means a municipality or county can negotiate for the purchase of the combined electric supply of its residents and eligible small businesses.

MUTCD – Manual on Uniform Traffic Control Devices

NET ASSETS – The difference between assets and liabilities as reported in the Government wide Financial Statement of the CAFR

NET INCOME - Proprietary fund excess of operating revenues, non-operating revenues and operating transfers in over-operating expenses, non-operating expenses and operating transfers-out

NEXTEL - A telecommunications company and system which provides two-way radio, cellular, paging and online messaging capabilities in a single cellular telephone unit

NFPA - National Fire Protection Agency

NIPAS – Northern Illinois Police Alarm System

APPENDIX L

NIMS – National Incident Management System

NIMEC – Northern Illinois Municipal Electricity Cooperative. NIMEC is the Village's broker going out for supplier bids on various Village electric accounts and for the Municipal Aggregation.

NPDES – National Pollution Discharge Effluent System

NSA - Neighborhood Strategy Area

NWSMTD - Northwest Suburban Mass Transit District

OBJECTIVE - An individual aim or course of action which activities are directed

OSFM - Office of the State Fire Marshal

OSHA - Occupational Safety and Health Administration

PACC – Police and Citizens Connected

PASS - Police Area Service Specialist

PERSONAL SERVICES - All costs related to compensating employees, including employee benefit costs such as the Village's contribution for retirement, social security and health and life insurance

PHCS - Private Health Care System

POC - Paid on Call Firefighter

PPO – Preferred Provider Organization

PROPERTY TAX - Property taxes are levied on real property according to the property's valuation and the tax rate

PROPRIETARY FUND – Funds that focus on the determination of operating income, changes in net assets, financial position and cash flows. There are two different types of proprietary funds: enterprise funds and internal service funds

PVC – Poly Vinyl Chloride

R&B - Road and Bridge Fund

REAPPROPRIATION - Utilization of existing reserves to fund future budgeted expenditures
RETAINED EARNINGS - An equity account reflecting the accumulated earnings of the Village's Proprietary Funds

REVENUE - Funds that the government receives as income. It includes such items as tax receipts, fees from specific services, receipts from other governments, fines, forfeitures, grants, shared revenues and interest income

RFP - Request for Proposals

RFQ - Request for Qualifications

RMS – Records Management System

ROW - Right of Way

RTA - Regional Transportation Authority

SAN – Storage Area Network

SCADA - Supervisory Control and Data Acquisition System

SCBA – Self Contained Breathing Apparatus

SEIU - Service Employees International Union

SEP – Strategic Enforcement and Prevention

SOG – Standard Operating Guidelines

SOG – Special Operations Group

SPEAR – Sexual Predator Enforcement Apprehension and Registration

SRB – Safety Review Board

SSA - Special Service Area

STAARS Program - Student Artists and Authors Program

STP - Sewage Treatment Plant. Sewage Treatment Plant #1 is located at 5600 Greenbrook Boulevard in Hanover Park

STEP - Selective Traffic Enforcement Program

STT – Simplified Telecommunication Tax

SURRI – Single Unit Rental Residential Inspections

SWAP – Sheriffs Work Alternative Program

TAC - Tactical Unit. A contingent of police officers performing special directed enforcement activities.

TAX EXTENSION - The total amount of taxes applied to properties within a taxing district as a result of a tax levy. Extensions in Illinois are increased by a loss factor to ensure that each taxing body receives the full amount of its levy after recognition that a small amount of taxes will not be paid

TAX INCREMENT FINANCE DISTRICT - A legal entity created by local resolution to promote improvements, jobs, etc. The taxes generated from the assessed value "increment" above the base year is used to finance the costs of the improvements which generate the increased assessed valuation

TAX LEVY - An ordinance that directs the County Clerk to assess a tax proportionately against all properties located with a taxing district for the purpose of raising a specific amount of tax for the taxing district

TAX RATE - The amount of tax levied for each \$100 of assessed valuation

TEA-21 - Transportation Efficiency Act of the 21st Century

TIC – Thermal Imaging Camera

TIF DISTRICT - Tax Increment Finance District

TRUST FUNDS - Funds used to account for assets held by a government in a trustee capacity for individuals, private organizations, other governments and/or other funds

TQM - Total Quality Management. A strategy to improve the quality of the organization by encouraging communication, participation and empowerment of employees throughout the Village

UNRESTRICTED NET ASSETS – Net assets not invested in capital assets, net of related debt, that are accessible for the general use of the fund

UPS – Uninterrupted Power Supply

UTILITY TAX – An approximately 2.25% taxes on telecommunications, electric and natural gas

UV – Ultraviolet

UCMR2 - Unregulated Contaminant Monitoring Regulation



Hanover Park

Village of Hanover Park

2121 Lake Street

Hanover Park, IL 60133

(630) 823-5600

www.hpil.org