



240 South Illinois Route 59, Bartlett, Illinois 60103

Regular Meeting of Town Board
September 17, 2013
7:00 PM

A G E N D A

- I. Call to Order – Roll Call
- II. Pledge of Allegiance
- III. Town Hall (Public Comments)
- IV. Presentations
 - A. Veterans Honor Roll - A1C Richard I. Surma
- V. Reports
 - A. Supervisor's Report
 - B. Clerk's Report
 - C. Highway Commissioner's Report
 - D. Assessor's Report
 - E. Treasurer's Report
 - F. Department Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
 - A. Regular Meeting Minutes of August 20, 2013
 - B. Ordinance Regarding the Conveyance of Real Property from the Streamwood Park District to Hanover Township
 - C. Resolution Authorizing the Execution of an Intergovernmental Agreement between Hanover Township and the Streamwood Park District for the Transfer of Certain Real Property
 - D. Resolution Authorizing the Execution of an Intergovernmental Agreement between Hanover Township and the Streamwood Park District for the Shared Use of Certain Real Property
 - E. Resolution Declaring National Senior Center Month
 - F. Resolution Recognizing Bill Jones
 - G. Approval of Senior Nutrition Program
 - H. Approval of Fiscal Year 2013 Audit
- IX. Executive Session
- X. Other Business

Mission Statement

Our mission is to continuously improve the quality of life of Hanover Township residents by providing a unique array of quality, cost effective, community-based services acting as a dynamic organization that delivers services in a responsible and respectful manner.

XI. Adjournment

Mission Statement

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4/23/13

yes TWP

OK for 9/17

VETERANS HONOR ROLL
WE ARE PROUD TO HONOR THOSE WHO
HAVE SERVED US SO VALIANTLY

NAME: RICHARD I. SURMA

ADDRESS: 10 GROW LN.

CITY/ZIP CODE: STREAMWOOD 60107-1404

PHONE #: 630-830-1279

DATE OF BIRTH: June 8, 1941

BRANCH OF SERVICE: U.S. Air Force

HIGHEST RANK ATTAINED: SSGT

YEARS OF SERVICE: FROM 1963 **TO** 1967

MEDALS AWARDED OR OTHER CITATIONS:

INJURIES: None

Comments: Please include any interesting stories, events, and/or memories of your time in the military. Please include additional sheet(s) if needed.

Attach copy of discharge papers, DD-214 or any other significant records regarding your time in the military. We will be happy to make copies and return your originals.

A historical file will be made regarding your time serving your country and will be available for future generations.

Thank you,

Brian P. McGuire
Supervisor

DEPARTMENT OF ADMINISTRATIVE SERVICES

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Passports</i>	164	172	948	893
Photo fees	\$610	\$605	\$2,770	\$3,280
Fee deposits	\$4,205	\$4,195	\$23,847	\$22,510
<i>Fishing/Hunting licenses</i>	8	9	78	116
<i>Handicap Placards</i>	23	22	70	100
<i>Cook County vehicle stickers</i>	8	9	220	186
<i>Voter Registration</i>	3	32	5	211
<i>Human Resources Requests</i>	144	122	758	670
<i>New Employee Orientations</i>	3	2	8	5
<i>Technology work orders</i>	17	25	108	115
<i>Resident Contacts</i>	1,628	1,567	8,531	8,941
<i>Percent of Budget Expended</i> (33% of year)	5.6%	5.1%	27.8%	25.9%
<i>Grant application submissions</i>	1	0	3	2

Department Highlights

- The Recycling Extravaganza was held on August 3. An estimate of over 1,300 vehicles came through the Township to recycle paper, electronics, cell phones, car batteries, prescription drugs, and a variety of other materials. The event was spearheaded by Highway Commissioner Ochoa with the assistance from other departments and many external volunteers. This year the Township recycled almost 81,000 lbs of electronics.
- The annual Employee Appreciation Picnic was held on August 6.
- Participated in second round interviews for the Employment Services Specialist position. Assisted Facilities & Maintenance with first and second round interviews for the Facilities Technician position.
- Started implementing the new human resources software, BambooHR. This cloud-based software program will allow employees to access their own paid time off (PTO) information and submit time off requests via their individual online employee portal. This feature will greatly reduce the amount of staff time fielding employee questions about PTO and the need to individually track PTO requests via email. The software should be fully functioning by the beginning of October.
- The Strategic Grant Development Workgroup held their inaugural meeting in August. The group discussed development of a mission statement, had training on grant searching, and reviewed a grant proposal that was being developed by OCH. By the next meeting members will develop an initial needs analysis for departments to help guide grant search efforts, as well as selecting grants for initial review by the group.
- Environmental Sustainability Workgroup update: The ESW volunteered at the Recycling Extravaganza and had a booth to collect printer and toner cartridges. In total 760 inkjet cartridges and 47 toner cartridges were collected at this event. At the regular August meeting the workgroup began an initial review of an energy audit that had been completed for the Town Hall and discussed ways in which the ESW can support recommendations in the report to improve energy efficiency. The group also sorted and packaged all of the inkjet cartridges for shipment to Terracycle. It is estimated that this collection will result in \$290 that can be donated to the Hanover Township Foundation.

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OFFICE OF THE ASSESSOR

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Administration</i>				
Office visits	141	141	913	1293
Building permits processed	463	445	2038	1966
Sales recording	204	88	676	527
Change of Name*	10	2	40	34
Property tax appeals	-	-	-	-
Certificate of Errors	21	59	263	376
Property location updates	-	5	4	7
New owner mailings	124	61	417	363
Long time occupants*	-	5	5	17
<i>Exemptions</i>				
Homeowner exemptions	-	-	15	13
Senior home owner exemptions	-	-	21	120
Senior freeze exemptions*	2	2	55	209
Miscellaneous exemptions	4	8	45	45
<i>Foreclosures</i>	70	33	277	154

* Denotes notary requirement

Department Highlights

- Extended Tuesday hours, open until 6:00 p.m. – August had a total of 5 visitors after 4:30pm.
- For Thursday's at the Community Relations Office – August we had a total of 2 visitors.
- On August 15, we had a map meeting with Cook County to correct neighborhood boundaries.
- Reassessment notices to be mailed early September.
- We have a total of 1052 e-mails on our contact list.
- Foreclosures: August 2013 34%, August 2012 38%.

Office of the Assessor Mission Statement:

The Hanover Township Assessor is your nearest liaison to the Cook County Assessor's Office. Our duty is to provide professional assistance with questions you may have regarding your real estate assessments and tax bills.

OFFICE OF COMMUNITY HEALTH

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Appointments</i>				
ProTimes	15	36	119	146
TB skin test	0	11	30	53
Cholesterol	4	7	39	40
Pharmaceutical Assistance Programs	17	8	36	90
Miscellaneous labs	11	14	52	55
Other	73	36	335	283
<i>Clinic Clients</i>				
Senior Center	128	NC	504	NC
Astor Avenue	16	30	80	106
Community Relations Office	8	10	30	43
Offsite clinics	19	17	37	131
Total clients (unduplicated)	78	NC	308	NC
<i>Public Education & Health Promotion</i>				
Media coverage	5	5	25	18
Informational seminars & programs	10	1	51	9
Program Participants	153	NC	653	NC
<i>Primary Care Provider Support</i>	9	16	47	83
<i>Phone Triage</i>	330	672	1664	3202
<i>Embracelet Program</i>	13	4	17	31

Department Highlights

- On Thursday, August 1, 2013, Keely and Kristen attended Hanover Park Fire Department's health fair and provided free diabetes and anemia screenings
- On Saturday, August 3, 2013 Keely and Kristen volunteered for the Hanover Township Recycle event
- On Tuesday, August 6, 2013 Kristen and Stacy attended Bartlett's National Night Out and encouraged children to sign a pledge to be physically active for at least 60 minutes every day
- On Thursday, August 8, 2013 KidCare Medical and Dr. Sood from Advanced Family Dental Care held a very successful school physical, immunization and dental clinic. 90 vaccinations were administered and 18 children received dental exams
- On Wednesday, August 14, 2013 Stacy attended the Centro de Informacion Resource Fair
- On Wednesday, August 28, 2013 Kristen and Stacy attended the American Cancer Society's kick off event for Making Strides Against Breast Cancer

Office of Community Health Mission Statement:

Our mission of the Office of Community Health is to provide education and health promotion, prevent the spread of disease and illness, and to assist residents in accessing quality health services.

OFFICE OF COMMUNITY AND VETERANS AFFAIRS

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Website Visits</i>	7,348	6,891	38,940	31,978
<i>Facebook Likes</i>	0	4	615	579
<i>Media Releases</i>	7	2	29	32
<i>Veteran Contacts</i>	5	12	25	37
<i>Total Veterans served</i>	4	7	20	18
<i>Total Resident Contacts (Elgin office)</i>	126	155	820	827

Department Highlights

- Worked with YFS to coordinate and host a Cabela's fishing clinic for Open Gym youth at the Hanover Township Izaak Walton Center & Reserve on Friday, August 2
- CVA staff assisted with coordination and staffed the Recycling Extravaganza on Saturday, August 3 at the Township
- Attended the annual fundraiser of the Izaak Walton League – Elgin Chapter at the IWCR on Sunday, August 4
- CVA staff attended Sherwood Oaks Annual Summer Picnic on Saturday, August 10
- Coordinated and attended a meeting with Liturgical Publications representative, Administrator Barr and Director Kurth Schuldt regarding advertising in Township publications on Wednesday, August 14
- Participated in walk through of IT staff at the IWCR for computer networking on Thursday, August 15
- Attended Welfare Services' Backpack Give-away in Hanover Park on Friday, August 16
- Participated in site visit of Hanover Park staff at the Astor Avenue Community Center, with Administrator Barr, regarding neighboring parcels
- Met with Director Spejcher at the IWCR on Monday, August 19 to review renovation projects
- Met with IWL member & YFS staff regarding coordination of a creek education program for youth on Tuesday, August 20
- Joined Supervisor McGuire and Administrator Barr in a meeting on Tuesday, August 20 with Sen. Tom Cullerton regarding the introduction of a bill to amend the Township code as pertains to the bidding of used vehicles.
- Attended IWL Chapter meeting on Tuesday, August 20 to bring members up to speed on renovation plans at the IWCR
- CVA staff attended Health Expo planning meeting on Wednesday, August 21
- Joined Supervisor McGuire and Trustee Benoit at the Streamwood Chamber of Commerce Golf Outing Dinner on Friday, August 23
- Attended BSA Troop meeting at the IWCR to bring them up to speed on renovations and other projects on Monday, August 26
- Attended Elgin Hispanic Network meeting with Manager Megan Conway on Wednesday, August 28

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DEPARTMENT OF EMERGENCY SERVICES

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Volunteers</i>				
Total volunteers	27	26	27	26
New volunteers	2	4	6	6
Volunteer hours	322	286.25	1728	1434
<i>Training</i>				
Total hours	104	56	642.75	483
<i>Details</i>				
Township events	3	3	8	14
Municipal Event Assistance	2	12	22	21
Emergency call outs	5	5	27	19
Safety Patrols	2	1	19	11
Miscellaneous	6	0	17	1

Department Highlights

- August emergency call outs totaled 5. These included two calls for tree removal. The high winds of the preceding day caused them to be blocking a roadway.
 - Others emergency call outs included assisting Streamwood Police Department for the second time this year with a roadside safety check and a search and rescue assignment in Will County.
- There were a number of miscellaneous activities for the unit in August.
 - We participated in a lights and siren parade in Yorkville.
 - Unit personnel manned an information table at Bartlett Police' National Night Out event. Recruiting as well as providing storm information to residents was the emphasis.
 - We assisted in a veteran returning home escort in Streamwood.
 - We assisted Immanuel Lutheran Church in Streamwood in providing traffic control at their outdoor event.
 - We provided security and traffic control at the Bartlett Firefighter's Association Street Dance.
- The three township events where we assisted was the annual recycling event, the job fair held at the Senior Center and the backpack giveaway at Laurel Hill Elementary in Hanover Park.
- Municipal Event assistance included assisting Streamwood PD with football traffic assistance at Millennium field and assisting Bartlett PD with lighting at their Skate Park Bash which was a National Night Out related event.
- We conducted a swearing in ceremony. Four members were promoted and 2 newer members who have completed probation were sworn in. These included:
 - James Dexter's promotion to Deputy Chief
 - Mick Rogala's promotion to Lieutenant
 - Rich David and Caleb Hanson's promotions to Corporal.
 - New members sworn in included James Smalley and Michael Smith.

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DEPARTMENT OF FACILITIES & MAINTENANCE

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Administration</i>				
Vehicle service calls	29	47	144	209
Work orders	49	57	248	410
Event set-ups/tear downs	154	154	701	817
<i>Energy Efficiency – Electricity (Kw)</i>				
Astor Avenue Community Center	4,015	3,659	13,229	18,041
Town Hall	11,520	13,020	39,720	49,020
Senior Center	44,936	55,458	167,426	224,994
<i>Energy Efficiency – Gas (Therms)</i>				
Astor Avenue Community Center	0	5.05	584.73	497.38
Town Hall	1,220	21.23	2,229.01	565.13
Senior Center	1,304.22	1,476.73	8,240.00	7,881.16

Department Highlights

- The Izaak Walton project continues to move forward. We have completed the renovation of the one big office on the main floor and made 2 smaller offices out of it. We have completed the reception office. Installed 4 new picnics tables. Continue to cut grass and working on landscaping. Also have been working with volunteers from Cabelas every other Thursday.
- On Monday September 9th we started our new employee, Facilities Technician Sean O’Neil. Sean comes with a strong construction back ground and we are looking forward to the addition to our team.
- The warmer temperatures have given maintenance staff some challenges with keeping up on the new growth in Runzel Reseve.

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HIGHWAY DEPARTMENT

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Winter Season</i>				
Snow (inches)				
Salt (tons)				
Overtime hours				
<i>Fall Season</i>				
Branch pick-up (truckloads)	5	6	19	50

Department Highlights

- Continue monthly brush pick up service along with grass cutting
- Finished Paving and restoration on Rohrssen Road
- Started Tree/Shrub trimming throughout Township Roads
- Street Light improvements to begin shortly in Bridlewood Subdivision. We will be installing 10 lights per year.

Hanover Township Mission Statement:

Hanover Township is committed to providing an array of quality, cost effective, community based services; and to acting as a dynamic and responsive organization that delivers services in a responsible and respectful manner.

OFFICE OF THE MENTAL HEALTH BOARD

Report for August, 2013

SERVICE PROVIDED	JULY 2013	JULY 2012	FYTD 2014	FYTD 2013
<i>Grant Funding</i>				
New clients	263	214	1,645	1,490
Ongoing Clients	538	562	NC	NC
Closed Cases	179	117	746	501
Prevention Programming Presentations	16	27	116	106
Number in audience	142	330	2,270	2,936
<i>TIDE</i>				
Participants	5	7	6	7
Rides	105	140	399	533
<i>Resource Center</i>				
Organizations providing services	5	5	5	5
Clients served	38	54	136	246

Department Highlights

- The Mental Health Board met on August 27 after taking the months of June and July off. The MHB approved three grants at the meeting
 - Emergency Funding in the amount of \$10,540 for Journey's The Road Home. Journey's has experienced an increased need for services, decrease in donations and grants, as well as increased costs. Emergency funds will help them maintain their level of services while addressing current fiscal challenges.
 - Capital Funding in the amount of \$24,252.34 approved for Little City Foundation and renovations to their Cherry Street independent living home.
 - HT Senior Services was awarded \$1,500 to train staff to recognize signs of gambling addiction.
- The MHB also approved the donation of two benches to the Runzel Reserve in honor of Mel as she was instrumental in the passing of the legislation to establish the Board.
- Fiscal year 2015 grant applications are due September 20th. Working with agencies to address any questions and submission guidelines.
- Initiations went out to area agencies, community leaders, and stakeholders to attend the Human Services Coordination Council meeting on September 11. The meeting had 25 attendees representing various organizations, U-46, ECC, and municipalities.
- Began working with Township Management Analyst on human services research project. The report will review current state of human services in the Township and suggest recommendations passed on findings.
- Participating in remote learning series with Grantmakers for Effective Organizations over the next month to address better grantmaking practices and collaborating with stakeholders and grantees.
- Safe from the Start continues to have networking and internet issues at the building. While they provide their own internet, a review of the building by their provider indicated an excess amount of unused wires in the ceiling. The Township IT consultant has been to review the situation and will supply a quote to clean up the old network wiring.

Mental Health Board Mission Statement:

The Hanover Township Mental Health Board ensures that services in the area of mental health, including developmental disabilities, addictions and substance abuse, are available to all residents of Hanover Township.

DEPARTMENT OF SENIOR SERVICES

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Programming Division</i>				
Planned programs	183	137	939	811
Participants	1883	1747	8512	9138
Participants (unduplicated)	581	695	1178	782
Wait listed (unduplicated)	54	63	396	289
Art & Computer classes	46	43	232	221
Art & Computer class participants	360	398	1692	2031
New volunteers	12	3	42	30
Total volunteers (unduplicated)	160	117	220	196
Volunteer hours reported	1638	1412	7975	7950
Meals delivered by volunteers	825	976	4332	5048
<i>Social Services Division</i>				
Clients served (unduplicated)	222	199	685	704
Clients served (duplicated)	382	n/c	1925	n/c
Energy Assistance	4	18	239	214
Prescription drugs & health insurance assistance	66	145	335	743
Social Service programs	10	8	53	46
Social Service program participants	81	74	433	456
Lending Closet transactions	66	36	384	257
<i>Transportation Division</i>				
One way rides given	1930	2081	9122	9118
Individuals served (unduplicated)	260	217	507	473
New riders	14	11	96	72
Unmet requests for rides	14	31	169	152

Department Highlights:

- Programming: Frank Lloyd Wright Home & Studio, Weber Grill, Four Winds Casino, Marriott Theatre (9 to 5), Summer Party at Stonegate Banquets. Bingo, Cooking Class: Light Italian, Composting Basics, Got Art Reception, AARP Safe Driving, Music Video, Chair Massages, Pizza & Movie, Tuesday Evening Mixer, Supper Club, free movies. Visual Arts: Ceramics, Knitted Ruffle Scarf, Oil Painting, Mixed Media, Oil Pastel. Computer: Publisher, iPad, Digital Image Transfer, Computer Basics, Google, one-on-one tutoring.
- Elgin: Pencil Drawing, DVD lectures, Nutrition Plan, Weight Management.
- Software Dispatch Update: Data collection is still underway. Cell phone rates and software tablet mounting options for the vehicles with Sprint and Verizon are being explored.
- Social Services Manager received certification from the Alliance for Information and Referral Services (AIRS).
- Senior Services was represented at the Centro de Información Mental Health and Community Resource Fair at Ontarioville Elementary School.
- Social Services staff attended multiple continuing education trainings and conferences during the month: Illinois Adult Protective Services Annual Conference, Preventing Caregiver Burnout, Centers for Medicare/Medicaid Services Annual Updates, Aging and Disability Resource Network (ADRN), Veterans' Benefits, and CEDA Liheap Intake Worker Refresher Training.
- The Alexian Brothers Mental Health Center's C-Hope Program emergency grant for \$25,000 was not approved by the Mental Health Board. Other funding options are being pursued.

Senior Services Mission Statement:

With respect, innovation and a dedication to excellence, Senior Services is committed to facilitating programs and services that promote independence, a sense of community, and well being for mature adults in Hanover Township.

DEPARTMENT OF WELFARE SERVICES

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>General Assistance</i>				
General Assistance clients	17	20	104	103
General Assistance appointments	50	40	278	249
Emergency Assistance appointments	49	27	122	125
Emergency Assistance approved	9	6	40	29
Crisis intake clients	154	190	1080	1116
Access to Care	2	5	50	41
<i>LIHEAP Applications/PIPP Recertifications</i>				
Office	Closed	155	247	444
Circuit Breaker	0	0	13	2
<i>Social Services</i>				
ComEd Hardships	7	15	47	54
Weatherization	Waitlist	0	Waitlist	3
<i>Food Pantry</i>				
Served (Households)	810	865	4234	4081
New applications	114	106	465	490
Food Donations	67	50	290	258
<i>Community Center Walk-Ins</i>	308	371	1635	1796

Department Highlights:

- Employment Services welcomes Bill Rogala as the new Employment Specialist. Bill will meet with residents, present at the monthly workshops as well as meet with local businesses to discuss open employment opportunities.
- In cooperation with State Representative Fred Crespo, hosted a manufacturing job fair with 25 vendors, an estimated 170 job seekers and 8 hires as a result of the job fair.
- Employment Services placed 10 residents in positions in the month of August.
- Co-hosted with Senior Services a Hispanic Outreach Luncheon at Astor Avenue. Developed surveys in English and Spanish to better identify needs to better serve the senior Hispanic population in the area.
- 20 families joined some of Astor Avenue staff on the 3rd annual Brookfield Zoo field trip.
- More than 100 children attended the Astor Avenue Back to School party in memory of Miranda Eid. Miranda was a 2 year old that passed away two years ago that was helped through the Hanover Township Foundation.
- Hosted the monthly Community Resource Group presenting on “How to Handle Criticism.”
- More than 1300 backpacks filled with school supplies were distributed at Laurel Hill School and Astor Avenue.
- Staff attended LIHEAP/PIPP training and, After School Snack training through the Northern Illinois Food Bank.
- Kristin Cumbo and Janet Simon attended a seminar at Schaumburg Township on Aging Disability.
- Participated in the BVFA Street Fest. 25 cars participated in the car show and more than 50 veterans and their families visited the Veteran VIP tent.
- CEDA continues to come weekly to provide Emergency Relief Programs to our residents.
- Oktoberfest is scheduled for Friday, October 4th, sponsorships are available.

Welfare Services Mission Statement:

Hanover Township Welfare Services is committed to improving the welfare of Hanover Township residents experiencing hardships. Providing resources and support to empower residents in achieving self-sustainability; to serve promptly with dignity and respect.

DEPARTMENT OF YOUTH AND FAMILY SERVICES

Report for August, 2013

SERVICE PROVIDED	AUGUST 2013	AUGUST 2012	FYTD 2014	FYTD 2013
<i>Outreach & Prevention</i>				
Open Gym participants	95	314	4775	4045
Open Gym participants (unduplicated)	66	115	781	657
Alternative to Suspension referrals	47	0	50	17
Alternative to Suspension participants	0	39	529	499
Alternative to Suspension participants (unduplicated)	0	21	64	63
<i>Clinical</i>				
Therapy clients	200	314	1322	1735
Therapy clients (unduplicated)	91	128	329	260
New clients (unduplicated)	7	9	46	53
Clinical hours	187	203	1310	1264
Group session participants	60	75	2124	1996
<i>Tutoring Participants</i>				
Total	13	15	521	555
Unduplicated	13	15	110	108

Department Highlights

- Open Gym Participants for this month is low due to only having 2 days of the program in August.
- Alternative to Suspension summer program, Summer Alternatives, ended on July 31, 2013.
- Clinical work decreased this month due to therapist's vacations, closed Spanish Speaking intake, and having one full-time therapist position open.
- AITCOY sponsored a workshop titled "Substance Abuse Trends and Treatment Approaches with Youth" on August 27, 2013.
- John Parquette, LCSW, and Susan Alborell, LCSW, have been invited to participate on the Illinois Statewide Leadership Team for the Illinois PBIS Network. Parquette will work on School, Parent, and Community Engagement; Alborell will work on Interagency Demonstrations.
- Youth and Family Services represented the Township at various school open houses, including: Parkwood, Oak Hill, Ontarioville, and Tefft.
- Planning has begun to offer a community education workshop at Streamwood High School on heroin awareness.
- Completed interviews for Open Gym Assistant positions.
- Established performance measures for the Psychiatric Backup Program.
- Conducted interviews for a bilingual, Spanish/English Speaking Tutor for the Tutoring Program.
- Youth and Family Services' Clinical Interventionist has partnered with Laurel Hill Elementary School to implement a part of the Transformational Task Force recommendations – providing substance abuse prevention education and activities once a month on an early release day.

Youth & Family Services Mission Statement:

The mission of Hanover Township Youth and Family Services is the prevention of juvenile delinquency and the promotion of positive development in young people. This is accomplished by providing services which help to strengthen families, to provide outreach to children and teens at risk of school failure and delinquency, and to contribute to the building up of a healthier community for all Township youth.

Hanover Township
 Board Audit Report
 From 8/21/13 to 9/17/13

	Subtotal	Alexian Invoices	Total
Total Town Fund	122,441.76	920.05	123,361.81
Total Senior Center	53,502.81		53,502.81
Total Welfare Services	21,587.06	87.00	21,674.06
Total Road and Bridge	227,172.17		227,172.17
Total Mental Health Board	100,814.77	1,725.00	102,539.77
Total Retirement	0.00		
Total Vehicle	400.00		400.00
Total Capital	9,499.22		9,499.22
Total All Funds	<u>535,417.79</u>	<u>2,732.05</u>	<u>538,149.84</u>

The above "Subtotal" column has been approved for payment this 17th day of September 2013.

The above "Total" column has been approved for payment this 17th day of September 2013.

 Supervisor

 Town Clerk

 Supervisor

 Town Clerk

 Trustee

12:01 PM

09/13/13

Accrual Basis

**Hanover Township
Board Audit Report
August 21 through September 17, 2013**

Type	Date	Num	Name	Memo	Amount
10L - Town Liabilities					
1012200 - Vehicle Stickers					
Check	09/10/2013	100990	Cook County Collector	Vehicle Stickers	115.00
Total 1012200 - Vehicle Stickers					115.00
Total 10L - Town Liabilities					115.00
1103 - Senior Center - Revenue					
1103500 - Senior Programs					
Check	08/23/2013	100824	Beryl Smith	Casino Refund	33.00
Check	09/03/2013	100867	Grace LaSpisa	Summer Party Refund	28.00
Check	09/03/2013	100868	Naomi Lenoci	Drake Hotel Tea Refund	47.00
Check	09/10/2013	100994	Judy Brady	Holiday Cards Refund	46.00
Check	09/10/2013	101005	Pat Larsen	Color Pencil Refund	28.00
Check	09/13/2013	101076	Lee Shemroske	Architectural River Cruise Refund	57.00
Total 1103500 - Senior Programs					239.00
Total 1103 - Senior Center - Revenue					239.00
1014 - Town Fund - Expenditures					
101CAP - Capital Expenditures					
1014410 - Equipment Purchases					
Check	09/03/2013	100884	Wells Fargo Financial Leasing 002	Acct# 001-0113861-002 Copy Machine Lease	328.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Picnic Tables)	1,186.59
Check	09/06/2013	CC Aug	JP Morgan Chase	Township Enforcement Officers Badge (8)	771.92
Check	09/06/2013	CC Aug	JP Morgan Chase	Hanover Township Canopy	987.71
Check	09/13/2013	101059	FlagsUSA	Inv# 56177 US Flag (3)	85.00
Total 1014410 - Equipment Purchases					3,359.22
1014430 - Computer Equipment & Software					
Check	08/23/2013	100794	Current Technologies Corporation	Inv# 710310 Network Labor	1,472.50
Check	08/23/2013	100801	Dell Marketing L.P.	Inv# xj6n9n9w9 Computer Purchase	821.70
Check	09/06/2013	CC Aug	JP Morgan Chase	Domain Name Renewal	21.35
Check	09/06/2013	CC Aug	JP Morgan Chase	Server Backup Monthly Subscription	150.00
Check	09/10/2013	100995	Current Technologies Corporation	Inv# 3885 Firewall Bundle/Service Agreement	700.46
Check	09/10/2013	100995	Current Technologies Corporation	Inv# 710362 Network Labor	1,116.25
Check	09/13/2013	101057	Dell Marketing L.P.	Inv# xj75k6928 Sound Bar	26.24
Total 1014430 - Computer Equipment & Software					4,308.50
Total 101CAP - Capital Expenditures					7,667.72
101CHN - Community Health					
1014453 - Printing					
Check	09/03/2013	100863	Interact Business Products, LLC	Inv# 86722 Copy Charges	19.29
Total 1014453 - Printing					19.29
1014456 - Community Affairs					
Check	09/10/2013	100978	Arriola, Stacy A	Brain Fitness Program Supplies	13.88

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Type	Date	Num	Name	Memo	Amount
Total 1014456 · Community Affairs					13.88
1014459 · Professional Services					
Check	09/13/2013	101045	Alexian Brothers Health System	Patient# G.9319 Lab Work	8.05
Total 1014459 · Professional Services					8.05
1014465 · Medical Supplies					
Check	09/10/2013	100979	PSS World Medical, Inc.	Inv# 87352618 Screening Supplies/Materials	391.33
Check	09/10/2013	100979	PSS World Medical, Inc.	Inv# 87463180 Vaccinations	391.66
Total 1014465 · Medical Supplies					782.99
1014466 · Communications					
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	59.16
Total 1014466 · Communications					59.16
1014467 · Crisis Care					
Check	09/06/2013	CC Aug	JP Morgan Chase	Crisis Care	200.00
Check	09/10/2013	100976	Greenbrook Pharmacy	Inv# 83013 Crisis Care	340.00
Check	09/10/2013	100977	The Medicine Stop	Medication Assistance Crisis Care	168.03
Total 1014467 · Crisis Care					708.03
1014468 · MHB Perscription Reimbursements					
Check	09/10/2013	100977	The Medicine Stop	Medication Assistance Crisis Care	6.95
Total 1014468 · MHB Perscription Reimbursements					6.95
1014491 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,612.50
Total 1014491 · Health Insurance					1,612.50
1014492 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	126.18
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	20.52
Total 1014492 · Dental, Vision & Life Insurance					146.70
Total 101CHN · Community Health					3,357.55
101COM · Food Pantry -					
1014361 · Utilities					
Check	09/13/2013	101068	Nicor 75	Acct# 75-08-57-1000 4 Monthly Charges	47.50
Total 1014361 · Utilities					47.50
Total 101COM · Food Pantry -					47.50
101CVA · Community & Veteran Affairs					
101CMA · Community Relations					
1014611 · Education & Training					
Check	09/06/2013	CC Aug	JP Morgan Chase	Bartlett Chamber Annual Golf Outing	37.00

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Type	Date	Num	Name	Memo	Amount
Total 1014611 · Education & Training					37.00
1014614 · Printing					
Check	09/03/2013	100860	Cartridge World	Inv# 4106 Ink Cartridges (7)	103.93
Total 1014614 · Printing					103.93
1014617 · Equipment & Furniture					
Check	09/06/2013	CC Aug	JP Morgan Chase	Township Banner Bungee Cords	9.78
Check	09/06/2013	CC Aug	JP Morgan Chase	Veterans Survey Postcards (3)	55.00
Check	09/13/2013	101086	Wells Fargo Financial Leasing	Acct# 001-0090075-002 Copier Machine Rental	125.00
Total 1014617 · Equipment & Furniture					189.78
1014621 · Satellite Office Utilities					
Check	08/23/2013	100796	Com Ed 010	Acct# 6997418010 Monthly Charges	179.58
Check	08/23/2013	100797	Com Ed 041	Acct# 7923218041 Elgin CRO Monthly Charges	173.75
Check	08/23/2013	100815	Nicor 78	Acct# 78-11-12-9467 0 Monthly Charges	29.63
Check	09/03/2013	100873	NICOR (79)	Acct# 79-29-75-3728 8 Monthly Charges	34.29
Check	09/10/2013	100998	City of Elgin	Acct# 413720-6423 Water/Sewer	14.20
Check	09/13/2013	101050	Allied Waste Services	Acct# 3-0551-0097167 Monthly Charges	40.05
Total 1014621 · Satellite Office Utilities					471.50
1014622 · Satellite Office Lease					
Check	09/03/2013	100849	Renz Center	October CRO Rent	2,181.00
Total 1014622 · Satellite Office Lease					2,181.00
1014623 · Satellite Office Phone & Intrnt					
Check	08/23/2013	100792	Call One	Acct# 1010-8140-0000 Monthly Charges	135.88
Check	09/03/2013	100861	Comcast (CRO)	Acct# 8771 10 083 0226773 Monthly Internet Charges	89.85
Check	09/10/2013	100991	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	95.68
Check	09/13/2013	101044	Kuttenberg, Thomas W	Cell Phone Reimbursement	50.00
Total 1014623 · Satellite Office Phone & Intrnt					371.41
1014624 · Travel					
Check	09/13/2013	101044	Kuttenberg, Thomas W	Mileage Reimbursement	85.28
Total 1014624 · Travel					85.28
1014628 · Historical Marker Program					
Check	08/23/2013	100804	The Finer Line, Inc	Inv# 45277 Leatherman Homestead - Heritage Marker	800.49
Total 1014628 · Historical Marker Program					800.49
1014630 · Veteran Honor Roll					
Check	08/23/2013	100789	A1 Trophies & Awards, Inc	Inv# 14260 Veterans Plate	8.10
Check	09/10/2013	100992	A1 Trophies & Awards, Inc	Inv# 14339 Veterans Plate	8.00
Total 1014630 · Veteran Honor Roll					16.10
1014691 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,666.27

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Type	Date	Num	Name	Memo	Amount
Total 1014691 · Health Insurance					1,666.27
1014692 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	124.37
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	17.79
Total 1014692 · Dental, Vision & Life Insurance					142.16
Total 101CMA · Community Relations					6,064.92
Total 101CVA · Community & Veteran Affairs					6,064.92
101ES · ES - Expenditures					
1014802 · Equipment					
Check	08/23/2013	100795	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	89.85
Check	08/23/2013	100798	Chief Supply Corp.	Inv# 289397 Axe Bracket	39.37
Check	09/06/2013	CC Aug	JP Morgan Chase	Axes/Scoop Shovels	97.88
Check	09/13/2013	101055	Chief Supply Corp.	Inv# 301465 Disposable Cold Pack	23.98
Total 1014802 · Equipment					251.08
1014803 · Uniforms					
Check	09/03/2013	100855	A1 Trophies & Awards, Inc	Inv# 14417 Name Badge	7.95
Check	09/03/2013	100875	Ray O'herron Co., Inc.	Inv# 1326260 Uniform Shoes	116.99
Check	09/06/2013	CC Aug	JP Morgan Chase	Dexter Collar Brass	63.10
Check	09/10/2013	101020	A1 Trophies & Awards, Inc	Inv# 14481 Name Badge	7.95
Check	09/13/2013	101049	A1 Trophies & Awards, Inc	Inv# 14458 Name Tags (100)	110.00
Total 1014803 · Uniforms					305.99
1014806 · Office Supplies					
Check	09/03/2013	100865	Kwik Print	Inv# 50529 Swearing in Programs (45)	173.90
Check	09/13/2013	101079	Staples	Inv# 3206830577 Ink	101.97
Total 1014806 · Office Supplies					275.87
1014807 · Miscellaneous					
Check	09/06/2013	CC Aug	JP Morgan Chase	Planning Meeting / Lt. Rogala	23.10
Check	09/06/2013	CC Aug	JP Morgan Chase	Officers Meeting Lunch	65.15
Check	09/06/2013	CC Aug	JP Morgan Chase	Lunch with Bartlett PD	27.73
Check	09/06/2013	CC Aug	JP Morgan Chase	Bereavement Flowers	86.97
Check	09/06/2013	CC Aug	JP Morgan Chase	Corproal Meeting	24.73
Total 1014807 · Miscellaneous					227.68
1014808 · Education / Training					
Check	09/03/2013	100864	Illinois Search and Rescue Council	Inv# 220 Conference Registrations (5)	300.00
Check	09/03/2013	100880	Standard & Associates, Inc	Inv# SA000023654 ES Written Exam (6)	542.50
Total 1014808 · Education / Training					842.50
1014809 · Pre-Volunteer Screening					
Check	09/13/2013	101083	Verify (XHANEM)	Inv# 809191 Background Check	48.00

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Type	Date	Num	Name	Memo	Amount
Total 1014809 · Pre-Volunteer Screening					48.00
1014812 · Volunteer Appreciation					
Check	09/06/2013	CC Aug	JP Morgan Chase	Retirement Cake/Supplies - Forkin/Brandes	48.45
Check	09/13/2013	101067	John McGuire	Member Recognition Supplies	21.54
Total 1014812 · Volunteer Appreciation					69.99
1014813 · Vehicle Fuel & Maintenance					
Check	08/23/2013	100814	O'Reilly Auto Parts	Oil	17.98
Check	08/23/2013	100830	Village of Hanover Park (Fuel)	Inv# 36795 July 2013 Fuel	471.61
Check	09/06/2013	CC Aug	JP Morgan Chase	Tire Foam/Car Wax	14.02
Check	09/13/2013	101085	Village of Hanover Park (Fuel)	Inv# 37002 August 2013 Fuel	354.89
Total 1014813 · Vehicle Fuel & Maintenance					858.50
1014814 · Communications					
Check	09/10/2013	100975	Palmer, Daniel D	Monthly Cell Phone Stipend	100.00
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	35.14
Total 1014814 · Communications					135.14
1014891 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,623.26
Total 1014891 · Health Insurance					1,623.26
1014892 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	154.98
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.02
Total 1014892 · Dental, Vision & Life Insurance					173.00
Total 101ES · ES - Expenditures					4,811.01
101FOO · Food Pantry					
1014160 · Salaries					
Check	08/23/2013	100808	Job Giraffe	Inv# 00200410 Part Time Office Temp Help	142.80
Total 1014160 · Salaries					142.80
1014161 · Utilities					
Check	09/13/2013	101069	Nicor 65	Acct# 65-08-57-1000 5 Monthly Charges	43.07
Total 1014161 · Utilities					43.07
1014191 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,623.26
Total 1014191 · Health Insurance					1,623.26
1014192 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	164.16
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	18.02
Total 1014192 · Dental, Vision & Life Insurance					182.18

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Type	Date	Num	Name	Memo	Amount
Total 101FOO · Food Pantry					1,991.31
101ISE · Insurance & Employee Benefits					
1014504 · Dental, Vision & Life Insurance					
Check	09/03/2013	100874	NCPERS	Unit# 5785 Policy Coverage	10.88
Total 1014504 · Dental, Vision & Life Insurance					10.88
1014507 · Flex Plan & 457 Plan					
Check	08/23/2013	100826	TASC	Inv# 3200257332 Admin Fees	72.60
Total 1014507 · Flex Plan & 457 Plan					72.60
1014513 · Employee Wellness					
Check	09/10/2013	100996	CADR+	Inv# 10155 Consult a Doctor - September	70.00
Total 1014513 · Employee Wellness					70.00
Total 101ISE · Insurance & Employee Benefits					153.48
101LEA · Legal & Auditing					
1014501 · Auditing					
Check	09/03/2013	100882	Tighe, Kress, & Orr	Inv# 17290 Audited Financial Statements FY 13	8,400.00
Total 1014501 · Auditing					8,400.00
1014502 · Legal Services					
Check	09/03/2013	100866	Kopon Airdo, LLC	Inv# 190-0001 11946 Legal Fees July	24,373.95
Check	09/13/2013	101065	Kopon Airdo, LLC	Inv# 190-0001 12225 Legal Fees August	10,242.96
Total 1014502 · Legal Services					34,616.91
Total 101LEA · Legal & Auditing					43,016.91
101MAIN · Facilities Maintenance					
1014204 · Janitorial Supplies - Elgin					
Check	09/13/2013	101051	Bade Paper Products, Inc	Inv# 190194 Sanitizing Soap	68.00
Total 1014204 · Janitorial Supplies - Elgin					68.00
1014205 · Janitorial Supplies - Town					
Check	08/23/2013	100791	Bade Paper Products, Inc	Inv# 189934 Towels/Can Liners/Bleach/Filters	307.60
Total 1014205 · Janitorial Supplies - Town					307.60
1014206 · Janitorial Supplies - Senior					
Check	08/23/2013	100791	Bade Paper Products, Inc	Inv# 190007 Towels/Toilet Tissue/Gloves/Wipes	212.18
Check	09/13/2013	101051	Bade Paper Products, Inc	Inv# 190648 Towels/Glass Cleaner/Toilet Tissue	444.76
Total 1014206 · Janitorial Supplies - Senior					656.94
1014208 · Housekeeping Contract					
Check	08/23/2013	100821	Perfect Cleaning Service, Inc.	Inv# 36696 Janitorial Service	2,880.00
Check	08/23/2013	100821	Perfect Cleaning Service, Inc.	Inv# 36859 Janitorial Service	2,880.00
Total 1014208 · Housekeeping Contract					5,760.00

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Type	Date	Num	Name	Memo	Amount
1014209 - Building Contracts					
Check	08/23/2013	100799	Climatetemp Service Group, LLC	Inv# 4310613 Preventative Maintenance Agreement	723.00
Check	08/23/2013	100816	Orkin Pest Control (Senior)	Inv# 85704289 Pest Control July	65.00
Check	08/23/2013	100817	Orkin Pest Control (Town)	Pest Control	245.00
Check	09/13/2013	101046	Tyco Integrated Security LLC	Inv# 3615656 Quarterly Billing	81.00
Check	09/13/2013	101070	Orkin Pest Control (Astor)	Inv# 86232482 Pest Control	50.00
Check	09/13/2013	101071	Orkin Pest Control (Senior)	Inv# 86112569 Pest Control August	65.00
Total 1014209 - Building Contracts					1,229.00
1014210 - Building Maintenance - Town					
Check	08/23/2013	100805	Grainger	Inv# 9212773569 Rebuild Kit	30.06
Check	08/23/2013	100812	Menard's	Inv# 24260 Batteries/Toggle Bolts	51.97
Check	09/06/2013	CC Aug	JP Morgan Chase	ADA Wheelchair Accessible Sign (3)	21.93
Check	09/06/2013	CC Aug	JP Morgan Chase	ADA Restroom Sign (3)	36.27
Check	09/10/2013	101017	The Home Depot F&M	Light Bulbs/Blinds/Broom/Valves/Starter/Sand	410.83
Check	09/13/2013	101058	Elgin Key & Lock Co., Inc.	Inv# 83754 Duplicate Keys	53.85
Check	09/13/2013	101058	Elgin Key & Lock Co., Inc.	Inv# 83908 Duplicate Keys	63.65
Check	09/13/2013	101062	Grainger	Inv# 9232782947 Control Stop Repair Kit	11.69
Check	09/13/2013	101062	Grainger	Inv# 9228039690 V Belt	25.16
Total 1014210 - Building Maintenance - Town					705.41
1014211 - Building Maintenance - Senior					
Check	09/10/2013	101017	The Home Depot F&M	Diamond Blade	53.33
Check	09/10/2013	101017	The Home Depot F&M	Phone Cord/Joint Covers	44.61
Total 1014211 - Building Maintenance - Senior					97.94
1014213 - Equipment Maintenance - Town					
Check	08/23/2013	100807	Interact Business Products, LLC	Inv# 86475 Copy Charges	279.84
Check	09/13/2013	101063	Interact Business Products, LLC	Inv# 86709 Copy Charges	57.19
Total 1014213 - Equipment Maintenance - Town					337.03
1014214 - Equipment Maintenance - Senior					
Check	08/23/2013	100799	Climatetemp Service Group, LLC	Inv# 1310674 A/C Repair	583.97
Check	08/23/2013	100803	Elgin Key & Lock Co., Inc.	Inv# 83385 Duplicate Keys	93.60
Check	09/03/2013	100862	Grainger	Inv# 9219858199 Swivel Stem Caster	49.76
Check	09/06/2013	CC Aug	JP Morgan Chase	Refrigerator Filters (3 Pack)	62.27
Total 1014214 - Equipment Maintenance - Senior					789.60
1014215 - Equipment Maintenance - Astor					
Check	08/23/2013	100834	Weatherguard Roofing Co.	Inv# 13652 Leak Investigation/Repair	245.00
Total 1014215 - Equipment Maintenance - Astor					245.00
1014216 - Equipment Rental					
Check	09/13/2013	101075	Ralph Helm, Inc	Inv# 224592 Chainsaw	291.91
Total 1014216 - Equipment Rental					291.91
1014218 - Vehicle Maintenance - Town					
Check	09/06/2013	CC Aug	JP Morgan Chase	Pickup Truck Tool Box	662.15

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Type	Date	Num	Name	Memo	Amount
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177813 Tube Assembly / O Ring	185.07
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177824 Tube Assembly / O Ring	158.05
Total 1014218 · Vehicle Maintenance - Town					1,005.27
1014219 · Vehicle Fuel - Town					
Check	08/23/2013	100830	Village of Hanover Park (Fuel)	Inv# 36795 July 2013 Fuel	770.94
Check	09/13/2013	101085	Village of Hanover Park (Fuel)	Inv# 37002 August 2013 Fuel	705.77
Total 1014219 · Vehicle Fuel - Town					1,476.71
1014220 · Seasonal Projects Assistance					
Check	09/13/2013	101084	Verify (XHANOV)	Inv# 809193 Background Check	37.00
Total 1014220 · Seasonal Projects Assistance					37.00
1014221 · Cell Phone/Communications					
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	95.95
Total 1014221 · Cell Phone/Communications					95.95
1014222 · Trash Removal - Town					
Check	09/13/2013	101050	Allied Waste Services	Acct# 3-0551-6013270 Monthly Charges	156.92
Total 1014222 · Trash Removal - Town					156.92
1014223 · Trash Removal - Senior					
Check	09/13/2013	101050	Allied Waste Services	Acct# 3-0551-6000579 Monthly Charges	149.92
Total 1014223 · Trash Removal - Senior					149.92
1014224 · Trash Removal - Astor					
Check	09/13/2013	101050	Allied Waste Services	Acct# 3-0551-6013274 Monthly Charges	202.67
Check	09/13/2013	101082	The Home Depot	Brushes/Lead Free Solder	23.44
Total 1014224 · Trash Removal - Astor					226.11
1014225 · Grounds Maintenance					
Check	09/10/2013	101017	The Home Depot F&M	Sprinkler/Hose/Faucet/Drywall	482.71
Check	09/13/2013	101082	The Home Depot	Runzel Reserve Flowers	269.80
Total 1014225 · Grounds Maintenance					752.51
1014227 · Miscellaneous					
Check	09/06/2013	CC Aug	JP Morgan Chase	Job Ad- Facilities Technician Daily Herald	479.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Job Ad- Facilities Technician Craigslist	25.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Interview Supplies	18.02
Total 1014227 · Miscellaneous					522.02
1014228 · Building Maintenance - Elgin					
Check	09/10/2013	101017	The Home Depot F&M	Wax Ring	11.36
Check	09/10/2013	101017	The Home Depot F&M	Keys	16.66
Check	09/13/2013	101048	Alarm Specialties and Protection	Inv# 23042 IWL Security and Fire System Monitoring	48.00
Check	09/13/2013	101075	Ralph Helm, Inc	Inv# 224594 Misc Parts	17.99
Total 1014228 · Building Maintenance - Elgin					94.01

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Type	Date	Num	Name	Memo	Amount
1014291 - Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,675.96
Total 1014291 - Health Insurance					1,675.96
1014292 - Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	247.94
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	31.47
Total 1014292 - Dental, Vision & Life Insurance					279.41
Total 101MAIN - Facilities Maintenance					16,960.22
101THE - Town Hall Expense					
1014402 - Telephone - Town					
Check	08/23/2013	100792	Call One	Acct# 1010-8140-0000 Monthly Charges	2,597.65
Check	09/03/2013	100852	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges	43.39
Check	09/03/2013	100853	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	136.47
Check	09/03/2013	100854	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	153.19
Total 1014402 - Telephone - Town					2,930.70
1014403 - Utilities - Town					
Check	09/03/2013	100870	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	178.97
Check	09/03/2013	100883	Village of Bartlett	Acct# 51470 Water/Sewer	154.45
Total 1014403 - Utilities - Town					333.42
1014405 - Internet Access - Town					
Check	09/03/2013	100858	Comcast (Town)	Acct# 8771 10 083 0128607 Monthly Charges	134.85
Total 1014405 - Internet Access - Town					134.85
1014416 - Equipment Rental - Town					
Check	08/23/2013	100820	Pitney Bowes Global Financial Services	Acct# 9574435 Postage Machine Rental	130.17
Total 1014416 - Equipment Rental - Town					130.17
Total 101THE - Town Hall Expense					3,529.14
101TOE - Town Office Expense					
1014401 - Postage					
Check	08/27/2013	100835	Easy Permit Postage	Acct# 8000-9090-0585-2392 Permit Postage Fee	107.40
Total 1014401 - Postage					107.40
1014404 - Office Supplies					
Check	08/23/2013	100793	Cartridge World	Inv# 4093 Ink Cartridges (4)	89.96
Check	09/06/2013	CC Aug	JP Morgan Chase	Pens (2 Packs)	6.98
Check	09/13/2013	101047	Ace Coffee Bar	Inv# 309909 Coffee Supplies	104.85
Check	09/13/2013	101079	Staples	Inv# 3206134706 Post Its	12.98
Check	09/13/2013	101079	Staples	Inv# 3206830577 Calendar/Appointment Book	38.97
Check	09/13/2013	101079	Staples	Inv# 3207748148 Folders	71.43
Total 1014404 - Office Supplies					325.17

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Type	Date	Num	Name	Memo	Amount
1014406 · Printing					
Check	08/23/2013	100823	Rydin Decal	Inv# 287545 Handicap Placards (300)	376.23
Total 1014406 · Printing					376.23
1014408 · Salaries					
Check	09/10/2013	101003	Job Giraffe	Inv# 00200849 Part Time Office Temp Help	142.80
Total 1014408 · Salaries					142.80
1014412 · Travel Expenses					
Check	09/03/2013	100850	Fischer, Joan L	Mileage Reimbursement	15.65
Check	09/13/2013	101043	Craig Essick	IEMA Conference Travel/Lodging	476.27
Total 1014412 · Travel Expenses					491.92
1014414 · Memberships, Subs & Publication					
Check	09/10/2013	101004	Kiwanis Club of Streamwood	Member Dues - H. Krick	100.00
Check	09/13/2013	101081	Township Clerks Assoc of Cook County	TCACC Annual Dues - K. Dolan Baumer	250.00
Total 1014414 · Memberships, Subs & Publication					350.00
1014420 · Pre-Employment Charges					
Check	09/13/2013	101084	Verify (XHANOV)	Inv# 809193 Background Check	16.00
Total 1014420 · Pre-Employment Charges					16.00
1014424 · Education & Training					
Check	09/06/2013	CC Aug	JP Morgan Chase	NIU MPA Educational Conference - J. Barr	60.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Lunch n Learn Supplies (25)	134.88
Check	09/13/2013	101073	Q Center	Inv# 4397 Executive Staff Offsite Retreat	703.00
Total 1014424 · Education & Training					897.88
1014429 · Miscellaneous					
Check	08/23/2013	100785	Barr, James C	Public Health & Safety Committee Member Orientation Lunch	34.70
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Recognition- Parquette 20th Anniversary	119.19
Check	09/06/2013	CC Aug	JP Morgan Chase	Township Email Marketing	58.44
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Picnic Refreshments/Supplies	20.08
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Picnic Ice	6.10
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Picnic Lunch (40)	81.98
Check	09/06/2013	CC Aug	JP Morgan Chase	Annual Fee Credit	-525.00
Total 1014429 · Miscellaneous					-204.51
1014520 · Consulting					
Check	09/10/2013	100999	Deigan & Associates, LLC	Inv# 090613-16006 Izaak Walton Property Environmental Site Consultation	5,242.82
Total 1014520 · Consulting					5,242.82
1014530 · Financial Administration					
Check	09/10/2013	101001	Governmental Accounting, Inc	Inv# 5557 Monthly Contract Billing	4,930.00
Total 1014530 · Financial Administration					4,930.00
1014531 · Community Affairs					
Check	08/23/2013	100784	St. Ansgar Parish	Community Festival Booth Registration Fee	100.00

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Type	Date	Num	Name	Memo	Amount
Check	09/06/2013	CC Aug	JP Morgan Chase	Hanover Park Chamber Raffle Basket	81.40
Check	09/06/2013	CC Aug	JP Morgan Chase	Bartlett Chamber Annual Golf Outing	415.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Hanover Township Pens (1,000)	480.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Metro Township Association Dinner (25)	278.85
Check	09/10/2013	101012	Signs by Tomorrow	Inv# 19129 Officials Banners (2)	201.60
Check	09/13/2013	101042	Centro de Informacion	Annual GALA Sponsorship	1,000.00
Check	09/13/2013	101080	Streamwood High School Booster Club	Sports Program Advertisement	375.00
Total 1014531 · Community Affairs					2,931.85
1014533 · Enviromental Sustainability					
Check	09/13/2013	101079	Staples	Inv# 3206134706 Deskside Recycling Container	41.94
Total 1014533 · Enviromental Sustainability					41.94
1014591 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	4,492.08
Total 1014591 · Health Insurance					4,492.08
1014592 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	497.86
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	46.53
Total 1014592 · Dental, Vision & Life Insurance					544.39
Total 101TOE · Town Office Expense					20,685.97
104ASR · Assessor's Division					
1044407 · Printing					
Check	09/10/2013	101020	A1 Trophies & Awards, Inc	Inv# 14481 Name Badge	7.95
Check	09/10/2013	101021	Kwik Print	Inv# 50587 Business Cards	38.00
Total 1044407 · Printing					45.95
1044491 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,732.88
Total 1044491 · Health Insurance					1,732.88
1044492 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	208.35
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	28.74
Total 1044492 · Dental, Vision & Life Insurance					237.09
Total 104ASR · Assessor's Division					2,015.92
109YFS · Youth & Family Services					
109ADM · Administration & Clinical					
1094611 · Education & Training					
Check	08/23/2013	100833	WNY United Against Drugs & Alcohol	Inv# 1069 Building Skills Classroom Kit	100.00
Check	09/03/2013	100845	Illinois Mental Health Counselors Assoc	NCMHCE Exam Prep	270.00
Check	09/03/2013	100847	AITCOY	AITCOY Workshop Registration (3)	60.00
Check	09/06/2013	CC Aug	JP Morgan Chase	TOI Conference Registration (2)	320.00

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Type	Date	Num	Name	Memo	Amount
Check	09/06/2013	CC Aug	JP Morgan Chase	Media Ready Kit - S. Spunt	322.72
Total 1094611 · Education & Training					1,072.72
1094612 · Consulting Fees					
Check	09/03/2013	100869	Michael Kelly LCSW	Consulting Fees	300.00
Total 1094612 · Consulting Fees					300.00
1094614 · Printing					
Check	09/13/2013	101072	Quill Corporation	Inv# 5243237 Ink	23.78
Total 1094614 · Printing					23.78
1094618 · Psychiatric Backup					
Check	09/10/2013	100993	Alexian Bros. Behavioral Health Hospital	Psychiatric Follow Up Visits	825.00
Total 1094618 · Psychiatric Backup					825.00
1094619 · Office Supplies					
Check	09/13/2013	101072	Quill Corporation	Inv# 5243237 Calendar/Desk Pad Refils	71.36
Total 1094619 · Office Supplies					71.36
1094621 · Recruitment and Pre Employment					
Check	08/23/2013	100831	Verify (XHANYF)	Inv# 798310 Background Check	16.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Open Gym Program Assistant Job Ad (2)	50.00
Total 1094621 · Recruitment and Pre Employment					66.00
1094622 · Miscellaneous					
Check	09/03/2013	100846	Parquette, John J	Pond Supplies	48.58
Check	09/06/2013	CC Aug	JP Morgan Chase	Pond Supplies	16.04
Total 1094622 · Miscellaneous					64.62
1094626 · Equipment & Furniture					
Check	09/06/2013	CC Aug	JP Morgan Chase	Reception Desk Drawers	110.00
Total 1094626 · Equipment & Furniture					110.00
1094691 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	4,877.38
Total 1094691 · Health Insurance					4,877.38
1094692 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	460.05
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	72.51
Total 1094692 · Dental, Vision & Life Insurance					532.56
Total 109ADM · Administration & Clinical					7,943.42
109OUT · Outreach & Prevention					
1094627 · Open Gym Program.					
Check	09/03/2013	100856	Alexian Bros Corporate Health Services	Inv# 493759 Pre Employment Physical	87.00
Check	09/10/2013	101015	Sam's Club (Town 0487 6)	Open Gym Snacks	221.93

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Type	Date	Num	Name	Memo	Amount
Check	09/10/2013	101016	Sam's Club (YFS 0748 1)	Open Gym Cook Out Food	69.36
Total 1094627 · Open Gym Program.					378.29
1094643 · Education & Training					
Check	09/06/2013	CC Aug	JP Morgan Chase	Street Yoga Workshop - A. Teachout	325.00
Total 1094643 · Education & Training					325.00
1094647 · Office Supplies					
Check	08/23/2013	100819	Quill Corporation	Inv# 4786170 Paper/Staples/Post Its	35.50
Check	08/23/2013	100819	Quill Corporation	Inv# 4786170 Tax Exempt	-2.09
Total 1094647 · Office Supplies					33.41
1094651 · Cellphones					
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	130.11
Total 1094651 · Cellphones					130.11
1094791 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	3,782.05
Total 1094791 · Health Insurance					3,782.05
1094792 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	321.41
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	31.47
Total 1094792 · Dental, Vision & Life Insurance					352.88
Total 109OUT · Outreach & Prevention					5,001.74
Total 109YFS · Youth & Family Services					12,945.16
Total 1014 · Town Fund - Expenditures					123,246.81
1104 · Senior Center - Expenditures					
1104ADM · Administration					
1104524 · Utilities					
Check	09/03/2013	100871	Nicor 53	Acct# 53-90-98-7636 8 Monthly Charges	1,202.56
Check	09/10/2013	101018	Village of Bartlett	Acct# 63818 Water/Sewer	610.56
Check	09/10/2013	101018	Village of Bartlett	Acct#62447 Water/Sewer	251.63
Total 1104524 · Utilities					2,064.75
1104525 · Telephone & High Speed Internet					
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	383.07
Total 1104525 · Telephone & High Speed Internet					383.07
1104527 · Equipment					
Check	08/23/2013	100806	Health Concepts, LLC	Inv#67303 Water Machine Rental	210.00
Check	08/23/2013	100822	Pitney Bowes	Acct# 6871669 Postage Machine Rental	132.82
Check	09/03/2013	100863	Interact Business Products, LLC	Inv# 86722 Copy Charges	335.77

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Type	Date	Num	Name	Memo	Amount
Total 1104527 · Equipment					678.59
1104528 · Office Supplies					
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Combination Lock/Soap/Dishes	30.80
Check	09/13/2013	101079	Staples	Inv# 3207301824 Copy Paper/Message Pad	461.70
Total 1104528 · Office Supplies					492.50
1104533 · Printing					
Check	08/23/2013	100810	Kwik Print	Inv# 50445 Envelopes (2,500)	190.40
Total 1104533 · Printing					190.40
1104534 · Dues, Subs & Publications					
Check	08/23/2013	100809	ITASCSC	ITASCSC Membership - M.Conway/B.K. Schuldt	150.00
Total 1104534 · Dues, Subs & Publications					150.00
1104535 · Travel					
Check	08/23/2013	100788	Seul, Amy L	Conference Train/Parking/Taxi Fare	20.95
Check	09/06/2013	CC Aug	JP Morgan Chase	Age Options Meeting Parking	3.00
Check	09/06/2013	CC Aug	JP Morgan Chase	AIRS Conference Lodging	77.28
Check	09/06/2013	CC Aug	JP Morgan Chase	AISC Meeting Lodging	109.33
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Toll Fee	1.50
Total 1104535 · Travel					212.06
1104536 · Education & Training					
Check	09/06/2013	CC Aug	JP Morgan Chase	TOI Conference Registration - BK Schuldt	160.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Adult Protection/Advocacy Conference Registration (SHIP Grant)	250.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Gambling Addiction Training (3)	255.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Bassett Training - S. Adelpia	14.95
Check	09/06/2013	CC Aug	JP Morgan Chase	Gambling Addiction Training F. Sposito	85.00
Check	09/06/2013	CC Aug	JP Morgan Chase	TOI Conference Registration T Colagrossi	180.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Illinois Coference of Volunteer Administrators - K. Cable	25.00
Total 1104536 · Education & Training					969.95
1104538 · Community Affairs					
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Runzel Reserve Flowers	46.40
Total 1104538 · Community Affairs					46.40
1104539 · Miscellaneous					
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Senior Committee Meeting Supplies/Grant Budget Meeting Supplies	39.74
Check	09/10/2013	101015	Sam's Club (Town 0487 6)	Account Charges	5.84
Total 1104539 · Miscellaneous					45.58
1104540 · Tile Endowment Fund					
Check	08/23/2013	100787	Schulte Studios, Inc	Runzel Reserve Sculptures - 50% Deposit	1,250.00
Total 1104540 · Tile Endowment Fund					1,250.00
1104591 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	9,384.57

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Type	Date	Num	Name	Memo	Amount
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	74.12
Total 1104591 · Health Insurance					9,458.69
1104592 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	1,066.18
Total 1104592 · Dental, Vision & Life Insurance					1,066.18
Total 1104ADM · Administration					17,008.17
1104SOC · Social Services					
1104514 · Weekend Programming					
Check	08/23/2013	100832	University of Illinois Extension	Master Gardener Class Cost Recovery	75.00
Total 1104514 · Weekend Programming					75.00
1104515 · Programming					
Check	08/23/2013	100825	Starlight Tours	Jumers Casino (48) 5.23.13	1,536.00
Check	08/23/2013	100825	Starlight Tours	Potawatomi Casino (48) 4.10.13	1,536.00
Check	09/03/2013	100842	Steve Justman	Music Performance Fee	150.00
Check	09/03/2013	100843	Betsey Means	Senior Performance Fee	225.00
Check	09/03/2013	100844	Laura Dion-Jones Casey	Senior Presentation Fee	150.00
Check	09/03/2013	100851	Vito Zatto Entertainment, Inc	Holiday Party Entertainment	600.00
Check	09/03/2013	100877	Betsy Peska	Exercise Class August 2013	175.00
Check	09/03/2013	100879	Sam's Club (Snr 0052 8)	Program Snacks/Supplies/Plates/Napkins	282.54
Check	09/03/2013	100879	Sam's Club (Snr 0052 8)	Program Snacks/Supplies/ Refreshments/Snacks	173.74
Check	09/03/2013	100879	Sam's Club (Snr 0052 8)	Program Snacks/Supplies	45.12
Check	09/03/2013	100881	Streamwood Park District	Exercise Class Instructor July 2013	525.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Parade Decorations	16.16
Check	09/06/2013	CC Aug	JP Morgan Chase	Costumes (2)	56.72
Check	09/06/2013	CC Aug	JP Morgan Chase	Tax Refund	-16.56
Check	09/06/2013	CC Aug	JP Morgan Chase	Recycling Event Postcards	113.32
Check	09/06/2013	CC Aug	JP Morgan Chase	Summer Party and Music Video Props/Costumes/Supplies	1,110.58
Check	09/06/2013	CC Aug	JP Morgan Chase	Runzel Reserve Birdhouse	244.26
Check	09/06/2013	CC Aug	JP Morgan Chase	Oktoberfest Dessert Deposit	400.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Volunteer Gifts Shop Chairs (2)	43.25
Check	09/06/2013	CC Aug	JP Morgan Chase	Outdoor Drop Box	513.60
Check	09/06/2013	CC Aug	JP Morgan Chase	Mixer Ice	1.82
Check	09/06/2013	CC Aug	JP Morgan Chase	Reception Supplies	10.59
Check	09/06/2013	CC Aug	JP Morgan Chase	Monthly Movie Subscription	11.99
Check	09/06/2013	CC Aug	JP Morgan Chase	Program Supplies Cookies	36.64
Check	09/06/2013	CC Aug	JP Morgan Chase	Frank Lloyd Wright Museum Tour (32)	444.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Sound of Music Theatre Tickets (32)	930.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Halloween/Summer Party Supplies	670.87
Check	09/06/2013	CC Aug	JP Morgan Chase	AISC Web Fee / ITASCSC Reimbursed	17.96
Check	09/06/2013	CC Aug	JP Morgan Chase	Drury Lane Outing (32)	139.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Marriott Theatre Tickets (32)	930.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Winberie Group Dinner (31)	721.15
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Trustee Reception/Trip Escort Meals	308.55
Check	09/10/2013	100992	A1 Trophies & Awards, Inc	Inv# 14448 Name Badge	7.95
Check	09/10/2013	101015	Sam's Club (Town 0487 6)	Coffee Supplies/Kitchen Materials	475.57

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Type	Date	Num	Name	Memo	Amount
Total 1104515 · Programming					12,585.82
1104516 · Social Services					
Check	09/06/2013	CC Aug	JP Morgan Chase	LIHEAP Summer Program Lunch (24)	218.90
Check	09/06/2013	CC Aug	JP Morgan Chase	Summer Cooling LIHEAP Program Refreshments	33.37
Check	09/06/2013	CC Aug	JP Morgan Chase	AIRS Conference Parking	2.00
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Notary Charge/LIHEAP Meeting Supplies	29.77
Total 1104516 · Social Services					284.04
1104519 · Senior Assistance					
Check	08/23/2013	100786	Ed's Handyman Service	Water Heater Replacement	151.00
Total 1104519 · Senior Assistance					151.00
1104520 · Volunteer Services					
Check	08/23/2013	100789	A1 Trophies & Awards, Inc	Inv# 14371 Name Badge / Name Plates (2)	35.90
Check	09/03/2013	100840	Charles Coleman	Home Delivered Meals Mileage Reimbursement	19.21
Check	09/03/2013	100841	Phil Roth	Home Delivered Meals Mileage Reimbursement	33.34
Check	09/06/2013	CC Aug	JP Morgan Chase	Volunteer Express Gift Cards (4)	100.00
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Volunteer Appreciation Supplies	45.33
Check	09/10/2013	100980	Jerome Krzywdzinski	Home Delivered Meals Mileage Reimbursement	46.33
Check	09/10/2013	100981	Gerardo Amargos	Home Delivered Meals Mileage Reimbursement	33.34
Check	09/10/2013	100982	William Riccio	Home Delivered Meals Mileage Reimbursement	42.04
Check	09/10/2013	100983	Lynne Schiller	Home Delivered Meals Mileage Reimbursement	19.22
Check	09/10/2013	100984	Richard Bayer	Home Delivered Meals Mileage Reimbursement	49.72
Check	09/10/2013	100985	Kathleen Donaldson	Volunteer Express Mileage Reimbursement	51.42
Check	09/10/2013	100986	Sue Mattioli	Volunteer Express Mileage Reimbursement	115.83
Check	09/10/2013	100987	Faye Westrope	Volunteer Express Mileage Reimbursement	89.27
Check	09/10/2013	100988	Anita Kopinski	Volunteer Express Mileage Reimbursement	38.99
Check	09/10/2013	100989	JoAnita Duczak	Volunteer Express Mileage Reimbursement	39.55
Check	09/13/2013	101079	Staples	Inv# 3207301824 Purchase Order Book	33.94
Total 1104520 · Volunteer Services					793.43
1104530 · Nutrition					
Check	09/06/2013	CC Aug	JP Morgan Chase	Nutrition Survey	23.35
Check	09/06/2013	CC Aug	JP Morgan Chase	Reception Supplies - Napkins/Flatware	163.84
Check	09/06/2013	CC Aug	JP Morgan Chase	Supper Club July (2)	632.73
Check	09/06/2013	CC Aug	JP Morgan Chase	Supper Club August	390.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Art Show Reception Supplies	321.94
Check	09/06/2013	CC Aug	JP Morgan Chase	Supper Club (50)	396.05
Check	09/06/2013	CC Aug	JP Morgan Chase	Volunteer Lunch (12)	127.20
Total 1104530 · Nutrition					2,055.11
1104532 · Visual Arts					
Check	08/23/2013	100790	Blick Art Materials	Inv# 2006061 Art Materials	227.32
Check	08/23/2013	100790	Blick Art Materials	Inv# 2000071 Art Materials	58.48
Check	09/06/2013	CC Aug	JP Morgan Chase	Craft Sewing Supplies	40.63
Check	09/06/2013	CC Aug	JP Morgan Chase	Streamwood Parade Float Supplies	107.10
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Craft Class Supplies May thru August Safety Glasses/Paper Towels/	404.81
Check	09/10/2013	101006	Midwest Ceramic Art Supply	Ceramic Supplies	937.76

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Type	Date	Num	Name	Memo	Amount
Total 1104532 · Visual Arts					1,776.10
Total 1104SOC · Social Services					17,720.50
1104TRN · Transportation					
1104518 · Vehicle Maintenance					
Check	08/23/2013	100800	Carquest Auto Parts Stores	Tie Rod/Rotor/Oil Seal	491.53
Check	08/23/2013	100811	Midwest Transit Equipment, Inc.	Inv# 444765 Rubber Bumper	30.17
Check	08/23/2013	100814	O'Reilly Auto Parts	Brake Rotor/Caliper	150.57
Check	08/23/2013	100827	Terminal Supply Co.	Inv# 45681 Connectors/Relay	171.91
Check	09/06/2013	CC Aug	JP Morgan Chase	IPASS Replenishment	40.00
Check	09/10/2013	100974	Kurth-Schuldt, Barbara J	Cleaning Supplies	6.38
Check	09/10/2013	101008	Mitchell 1	Acct# 979637 Online Technical Support	71.11
Check	09/13/2013	101054	Commercial Tire Services, Inc.	Inv# 2220014855 Tires/Mount (2)	335.00
Check	09/13/2013	101056	Champion Frame-Align, Inc	RO# 16258 Tire Maintenance	91.72
Check	09/13/2013	101056	Champion Frame-Align, Inc	RO# 16257 Tire Maintenance	247.97
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177859 Tube Assembly	156.24
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177755 Joint Assembly	72.47
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177753 Disc Assembly	109.98
Check	09/13/2013	101060	Friendly Ford, Inc	Inv# 177683 Parking Lever/Cable Assembly	134.53
Check	09/13/2013	101061	Fleet Pride, Inc.	Inv# 56303275 Back Up Alarm	30.34
Check	09/13/2013	101064	Interstate Battery System	Inv# 50090996 Vehicle Battery	102.95
Check	09/13/2013	101077	Safety Lane Inspections	Inv# 10594 Safety Inspection	33.48
Check	09/13/2013	101077	Safety Lane Inspections	Inv# 10555 Safety Inspection	66.96
Total 1104518 · Vehicle Maintenance					2,343.31
1104550 · Telephone					
Check	09/06/2013	CC Aug	JP Morgan Chase	Movie and Pizza Refreshments	99.50
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	276.77
Total 1104550 · Telephone					376.27
1104552 · Fuel					
Check	08/23/2013	100830	Village of Hanover Park (Fuel)	Inv# 36795 July 2013 Fuel	5,418.74
Check	09/13/2013	101085	Village of Hanover Park (Fuel)	Inv# 37002 August 2013 Fuel	5,316.30
Total 1104552 · Fuel					10,735.04
1104553 · Uniforms					
Check	09/06/2013	CC Aug	JP Morgan Chase	Uniform Shirts (2)	46.80
Total 1104553 · Uniforms					46.80
1104691 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	4,529.32
Total 1104691 · Health Insurance					4,529.32
1104692 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	446.26
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	58.14
Total 1104692 · Dental, Vision & Life Insurance					504.40

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Type	Date	Num	Name	Memo	Amount
Total 1104TRN · Transportation					18,535.14
Total 1104 · Senior Center - Expenditures					53,263.81
2024 · Welfare Services - Expenditures					
2024ADM · Administration					
2024204 · Equipment					
Check	09/03/2013	100855	A1 Trophies & Awards, Inc	INv# 14408 Name Badges (2)	15.90
Check	09/03/2013	100859	Comcast (WS)	Acct# 8771 10 085 0097898 Monthly Charges	95.91
Check	09/03/2013	100878	Sam's Club (WS 6382 9)	Coffee Supplies	44.24
Check	09/06/2013	CC Aug	JP Morgan Chase	Office Furniture Supplies	44.97
Check	09/13/2013	101078	Sprint	Acct# 897162515 Monthly Charges	60.81
Check	09/13/2013	101079	Staples	Inv# 3207301825 Ink Cartridges (3)	105.25
Total 2024204 · Equipment					367.08
2024205 · Travel & Training					
Check	09/03/2013	100836	Simon, Janet L	Training Lunch	10.49
Check	09/03/2013	100837	Cumbo, Kristin A	Travel Reimbursement	9.50
Check	09/03/2013	100837	Cumbo, Kristin A	Training Lunch	11.16
Check	09/03/2013	100838	Orozco, Laura A	Mileage Reimbursement	27.03
Total 2024205 · Travel & Training					58.18
2024210 · Printing					
Check	09/03/2013	100865	Kwik Print	Inv# 50500 Business Cards	71.20
Check	09/13/2013	101079	Staples	Inv# 32206830578 Copy Paper	75.98
Total 2024210 · Printing					147.18
2024212 · Dues & Publications					
Check	09/03/2013	100856	Alexian Bros Corporate Health Services	Inv# 492176 Pre Employment Physical	87.00
Total 2024212 · Dues & Publications					87.00
2024213 · Community Affairs / Misc					
Check	09/03/2013	100878	Sam's Club (WS 6382 9)	Snacks/ Refreshments	68.74
Check	09/06/2013	CC Aug	JP Morgan Chase	ASP Summer Lunches	188.82
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Appreciation Meal (Credit)	-135.17
Check	09/06/2013	CC Aug	JP Morgan Chase	Hispanic Outreach Meeting (25)	208.73
Total 2024213 · Community Affairs / Misc					331.12
2024507 · Professional Services					
Check	09/06/2013	CC Aug	JP Morgan Chase	Food Pantry Associate Job Posting	25.00
Total 2024507 · Professional Services					25.00
2024510 · Miscellaneous					
Check	09/03/2013	100837	Cumbo, Kristin A	GA Com Ed Bill Money Order	5.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Employee Appreciation Lunch	37.20
Check	09/06/2013	CC Aug	JP Morgan Chase	Tolls	2.00
Total 2024510 · Miscellaneous					44.20

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Type	Date	Num	Name	Memo	Amount
2024591 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	3,106.24
Total 2024591 · Health Insurance					3,106.24
2024592 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	38.31
Total 2024592 · Dental, Vision & Life Insurance					38.31
Total 2024ADM · Administration					4,204.31
2024EMP · Employment Services					
2024216 · Office Supplies					
Check	09/13/2013	101079	Staples	Credit for Inv# 3205457325	-45.00
Check	09/13/2013	101079	Staples	Inv# 3206830576 Folders/Scissors/Rubber Bands	133.88
Total 2024216 · Office Supplies					88.88
2024217 · Equipment					
Check	09/06/2013	CC Aug	JP Morgan Chase	Job Fair Lunch (60)	105.00
Check	09/06/2013	CC Aug	JP Morgan Chase	Job Fair Refreshments	71.36
Total 2024217 · Equipment					176.36
2024218 · Travel & Training					
Check	09/03/2013	100839	Grimes, Sean M	Mileage Reimbursement	58.53
Total 2024218 · Travel & Training					58.53
2024291 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	1,195.38
Total 2024291 · Health Insurance					1,195.38
2024292 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	297.42
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	6.84
Total 2024292 · Dental, Vision & Life Insurance					304.26
Total 2024EMP · Employment Services					1,823.41
2024HOM · Home Relief					
2024102 · Rent					
Check	09/03/2013	2415	Forest Ridge Homeowners Association	September 2013 Rent	174.00
Check	09/03/2013	2416	Lieberman Management Services	Association Fees	140.00
Check	09/03/2013	2417	Fifth Third Bank	September 2013 Mortgage	175.74
Check	09/03/2013	2421	Cook County Treasurer	Property Tax PIN 06-17-110-007-0000	234.66
Check	09/03/2013	2425	Bomhack	September 2013 Rent	620.00
Check	09/03/2013	2426	Spring Lakes Estates	September 2013 Rent	400.00
Check	09/03/2013	2427	Allen Back	September 2013 Rent	350.00
Check	09/03/2013	2428	Son Hui Anderson	September 2013 Rent	650.00
Check	09/03/2013	2429	E Eight Inc	September 2013 Rent	650.00

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Type	Date	Num	Name	Memo	Amount
Check	09/03/2013	2430	Wayne Grove	September 2013 Rent	600.00
Check	09/03/2013	2431	Ralph Kanehl Sr.	September 2013 Rent	400.00
Check	09/03/2013	2432	Adam Zeliz	September 2013 Rent	500.00
Check	09/03/2013	2433	Theodore Urzendowski	September 2013 Rent	500.00
Check	09/03/2013	2439	CarolAnn Sansone	September 2013 Rent	450.00
Check	09/03/2013	2441	Cook County Treasurer	Property Tax PIN 06-35-305-051-1045	188.23
Check	09/03/2013	2444	Bartlett Green V Condo Assoc.	September 2013 Rent	150.55
Total 2024102 · Rent					6,183.18
2024103 · Utilities					
Check	09/03/2013	2409	NICOR	Utilities Assistance Acct#93-76-35-5062	1,250.00
Check	09/03/2013	2413	Com Ed	Utilities Assistance Acct# 2091015059	217.37
Check	09/03/2013	2414	Village of Streamwood Water Billing Dept.	Utilities Assistance Acct# 144-0264-00-01	58.63
Check	09/03/2013	2418	Village of Streamwood Water Billing Dept.	Utilities Assistance Acct# 145-0686-00-01	58.22
Check	09/03/2013	2419	NICOR	Utilities Assistance Acct#2847258896	45.00
Check	09/03/2013	2420	City of Elgin	Water Acct 39556528355	31.25
Check	09/03/2013	2422	Com Ed	Utilities Assistance Acct# 7660228014	34.02
Check	09/03/2013	2423	Com Ed	Utilities Assistance Acct# 7667641033	45.78
Check	09/03/2013	2424	Com Ed	Utilities Assistance Acct# 7923239031	72.09
Check	09/03/2013	2434	Village of Streamwood	Utilities Assistance Acct#19900620001	98.65
Check	09/03/2013	2435	Advanced Disposal Services	Utilities Assistance Acct# T0018006	5.95
Check	09/03/2013	2436	NICOR	Utilities Assistance Acct#8252871005	30.00
Check	09/03/2013	2437	Com Ed	Utilities Assistance Acct# 7832153006	226.40
Check	09/03/2013	2438	Village of Bartlett	Utilities Assistance 548379	30.30
Check	09/03/2013	2440	Village of Bartlett	Utilities Assistance 51869	36.72
Check	09/03/2013	2442	NICOR	Utilities Assistance Acct#463077100007	7.00
Check	09/03/2013	2443	Com Ed	Utilities Assistance Acct# 7490495001	84.00
Check	09/06/2013	2451	NICOR	Utilities Assistance Acct#86118814960	465.00
Total 2024103 · Utilities					2,796.38
2024105 · Clothing					
Check	09/03/2013	2446	Walmart	Personal Essentials Cards (16)	1,933.50
Total 2024105 · Clothing					1,933.50
2024106 · Travel Expenses					
Check	09/03/2013	2445	BP Gas Station	Fuel Assistance Gas Cards (8)	525.00
Total 2024106 · Travel Expenses					525.00
2024119 · Emergency Assistance					
Check	09/03/2013	2410	Ahmed Karim	Eviction Notice	1,500.00
Check	09/03/2013	2411	NICOR	Utilities Assistance Acct#84-87-08-9462	478.79
Check	09/03/2013	2412	Com Ed	Utilities Assistance Acct# 7919386009	500.00
Check	09/06/2013	2447	Blackhawk Apartments	Eviction Notice	500.00
Check	09/06/2013	2448	Spring Lakes Estates	Eviction Notice	500.00
Check	09/06/2013	2449	Com Ed	Utilities Assistance Acct# 7839357020	523.49
Check	09/06/2013	2450	Steve Butler	Eviction Notice	206.00
Total 2024119 · Emergency Assistance					4,208.28

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Type	Date	Num	Name	Memo	Amount
Total 2024HOM · Home Relief					15,646.34
Total 2024 · Welfare Services - Expenditures					21,674.06
3034 · Road & Bridge - Expenditures					
3034ADM · Administration					
3034703 · Accounting					
Check	09/03/2013	100882	Tighe, Kress, & Orr	Inv# 17290 Audited Financial Statements FY 13	2,100.00
Total 3034703 · Accounting					2,100.00
3034704 · Telephone					
Check	09/10/2013	101014	Sprint (HWY)	Acct# 162978503 Monthly Charges	263.86
Total 3034704 · Telephone					263.86
3034709 · Uniforms & Safety Equipment					
Check	09/10/2013	100997	Cintas	Inv# 22620579 Belt/Harness Buckle	88.71
Total 3034709 · Uniforms & Safety Equipment					88.71
3034710 · Community Affairs					
Check	09/06/2013	CC Aug	JP Morgan Chase	Recycling Event Postcards	113.32
Check	09/13/2013	101080	Streamwood High School Booster Club	Sports Program Advertisement	375.00
Total 3034710 · Community Affairs					488.32
3034711 · Utilities					
Check	09/03/2013	100872	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	95.92
Total 3034711 · Utilities					95.92
3034791 · Health Insurance					
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	853.85
Total 3034791 · Health Insurance					853.85
3034792 · Dental, Vision & Life Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	147.21
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	23.94
Total 3034792 · Dental, Vision & Life Insurance					171.15
Total 3034ADM · Administration					4,061.81
3034ROD · Road Maintenance					
3034602 · Operating Supplies & Materials					
Check	08/23/2013	100828	Terrace Supply Company	Inv# 929257 Cylinder Rental	10.23
Check	08/23/2013	100828	Terrace Supply Company	Inv# 70155522 Compressed Oxygen/Dissolved Acetylene	228.41
Check	09/10/2013	101000	Earth, Inc	Inv# 108328 Topsoil	175.00
Check	09/10/2013	101007	Martin Implement Sales, Inc	Inv# A28231 Clutch/Sprocket/Needle Cage	119.32
Check	09/10/2013	101007	Martin Implement Sales, Inc	Inv# A28294 Driver	25.49
Check	09/10/2013	101008	Mitchell 1	Acct# 979637 Online Technical Support	71.10
Check	09/10/2013	101009	Menard's	Inv# 32496 PVC Pipe/Coupling	68.25
Check	09/10/2013	101010	RRA, Inc.	Trailer Coupler	370.00

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Type	Date	Num	Name	Memo	Amount
Check	09/10/2013	101011	Road Runner Safety Services Inc	Inv# 4992 Street Sign	41.86
Check	09/13/2013	101066	Lafarge Aggregates Illinois Inc	Inv# 28343208 Stone	14.25
Check	09/13/2013	101077	Safety Lane Inspections	Inv# 10594 Safety Inspection	33.48
Check	09/13/2013	101082	The Home Depot	Drywall Screws/ Washers/Studs/Stretch Wrap/Trimmer Line	136.81
Total 3034602 · Operating Supplies & Materials					1,294.20
3034603 · Gasoline					
Check	08/23/2013	100830	Village of Hanover Park (Fuel)	Inv# 36795 July 2013 Fuel	796.02
Check	09/10/2013	101019	Village of Bartlett - Fuel	Inv# 2892 July Fuel	562.31
Check	09/13/2013	101085	Village of Hanover Park (Fuel)	Inv# 37002 August 2013 Fuel	598.63
Total 3034603 · Gasoline					1,956.96
3034607 · Contract Work					
Check	09/10/2013	101013	Schroeder Asphalt Services, Inc	Pay Request #1 - Drainage/Pavement Removal/Patching/Resurfacing	219,231.32
Total 3034607 · Contract Work					219,231.32
3034610 · Street Lighting					
Check	09/13/2013	101053	Com Ed 051	Acct# 5619024051 Monthly Charges	29.42
Total 3034610 · Street Lighting					29.42
Total 3034ROD · Road Maintenance					222,511.90
303EQM · Equipment					
3034609 · Maintenance Vehicles & Equip					
Check	08/23/2013	100800	Carquest Auto Parts Stores	Fuel Filter/Gloves/Slack Adjustment	232.56
Check	08/23/2013	100814	O'Reilly Auto Parts	Brakes/Rotors/Discs	267.89
Check	09/13/2013	101052	Bartlett Tire	Inv# 67143 Tire Repair	24.67
Check	09/13/2013	101074	Pomp's Tire Service	Inv# 640013802 Lawnmower Tire Repair	43.34
Check	09/13/2013	101074	Pomp's Tire Service	Inv# 640013859 Lawnmower Tire Repair	30.00
Total 3034609 · Maintenance Vehicles & Equip					598.46
Total 303EQM · Equipment					598.46
Total 3034 · Road & Bridge - Expenditures					227,172.17
5054 · Mental Health - Expenditures					
5054ADM · Administration					
5054010 · Employee Insurance					
Check	08/23/2013	100802	Euclid Managers	Cust# 5641581 Dental/Life Ins Premium	42.06
Check	08/23/2013	100829	United Healthcare	Cust# 530960 Policy Coverage	497.16
Check	09/06/2013	100973	Vision Service Plan	Acct#30 033722 0001 Vision Insurance Monthly Premium	6.84
Total 5054010 · Employee Insurance					546.06
5054012 · Office Supplies					
Check	09/10/2013	101020	A1 Trophies & Awards, Inc	Inv# 14481 Name Plate/Name Badge	17.95
Check	09/13/2013	101079	Staples	Inv# 3206134706 Pens	12.39
Total 5054012 · Office Supplies					30.34

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Type	Date	Num	Name	Memo	Amount
5054541 · Printing					
Check	09/10/2013	101021	Kwik Print	Inv# 50587 Business Cards	38.00
Total 5054541 · Printing					38.00
Total 5054ADM · Administration					614.40
5054COM · Community Resource Center					
5054210 · Utilities					
Check	09/10/2013	101033	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	306.67
Check	09/10/2013	101034	Nicor (MHB)	Acct# 84-67-77-1000 0 Monthly Charges	87.61
Check	09/10/2013	101035	Village of Streamwood Water Billing Dept.	Acct# 105-0062-00-01 Water/Sewer	18.33
Total 5054210 · Utilities					412.61
5054213 · Janitorial					
Check	09/10/2013	101038	JaniKing	Inv# 09130509 Monthly Contract Billing	414.00
Total 5054213 · Janitorial					414.00
5054216 · Telephone Systems Maintenance					
Check	09/10/2013	101036	All Information Services	Inv# 24697 Phone Line Labor	375.00
Total 5054216 · Telephone Systems Maintenance					375.00
5054250 · Building Maintenance					
Check	09/10/2013	101039	Orkin Pest Control (MHB)	Inv# 86232485 Pest Control	50.00
Total 5054250 · Building Maintenance					50.00
5054286 · Agency Support Services					
Check	09/10/2013	101037	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	55.26
Total 5054286 · Agency Support Services					55.26
Total 5054COM · Community Resource Center					1,306.87
5054SVC · Service Contracts					
5054100 · CAC CASI					
Check	09/10/2013	101031	Childrens Advocacy Ctr of Nwst Co Cou...	Coordination Advocacy and Sensitive Interview Program	5,000.00
Total 5054100 · CAC CASI					5,000.00
5054103 · CAC Safe from the Start					
Check	09/10/2013	101031	Childrens Advocacy Ctr of Nwst Co Cou...	Safe from the Start	4,000.00
Total 5054103 · CAC Safe from the Start					4,000.00
5054123 · Easter Seals					
Check	09/10/2013	101041	Easter Seals DuPage & Fox Valley Regi...	Medical Rehabilitative Services April 2013	15,312.50
Check	09/10/2013	101041	Easter Seals DuPage & Fox Valley Regi...	Medical Rehabilitative Services May 2013	14,218.75
Check	09/10/2013	101041	Easter Seals DuPage & Fox Valley Regi...	Medical Rehabilitative Services June 2013	13,468.75
Total 5054123 · Easter Seals					43,000.00
5054128 · RENZ Outpatient					
Check	09/10/2013	101040	Renz Addiction Counseling Center	Outpatient Treatment	7,363.14

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Type	Date	Num	Name	Memo	Amount
Total 5054128 · RENZ Outpatient					7,363.14
5054130 · Northwest Casa					
Check	09/10/2013	101024	Northwest CASA	Counseling Services	901.25
Total 5054130 · Northwest Casa					901.25
5054132 · Ecker Therapy Services					
Check	09/10/2013	101028	Ecker Center for Mental Health	Therapy Services	17,850.00
Total 5054132 · Ecker Therapy Services					17,850.00
5054135 · Ecker Center / PEP					
Check	09/10/2013	101028	Ecker Center for Mental Health	Psychiatric Emergency Program	1,125.00
Total 5054135 · Ecker Center / PEP					1,125.00
5054138 · Contract Support Services					
Check	09/10/2013	101022	Journey from PADS to HOPE	Emergency Grant- Client Services	10,540.00
Total 5054138 · Contract Support Services					10,540.00
5054156 · Epilepsy Foundation					
Check	09/10/2013	101027	Epilepsy Foundation	Outreach	250.00
Total 5054156 · Epilepsy Foundation					250.00
5054162 · Tide Transportation					
Check	09/10/2013	101023	A#1 Cab Dispatch Inc	Tide Invoices 8/20 & 9/4/13	440.75
Total 5054162 · Tide Transportation					440.75
5054165 · Alexian Bros - Outpatient Psych					
Check	09/10/2013	101026	Alexian Mental Health Center	Outpatient Services	1,725.00
Total 5054165 · Alexian Bros - Outpatient Psych					1,725.00
5054166 · PADS of Elgin					
Check	09/10/2013	101032	PADS of Elgin	Homelessness Service	5,000.00
Total 5054166 · PADS of Elgin					5,000.00
5054172 · Couttryside In-Home Respite					
Check	09/10/2013	101030	Couttryside Association	In Home Respite	1,941.50
Total 5054172 · Couttryside In-Home Respite					1,941.50
5054199 · Elgin Family Ctr - Adult Psych					
Check	09/10/2013	101025	Greater Elgin Family Care Center	Adult Psychiatric Services	400.00
Total 5054199 · Elgin Family Ctr - Adult Psych					400.00
5054200 · Kenneth Young Center - SASS					
Check	09/10/2013	101029	Kenneth Young Center	Screening Assessment Supportive Services	1,081.86
Total 5054200 · Kenneth Young Center - SASS					1,081.86
Total 5054SVC · Service Contracts					100,618.50

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**Hanover Township
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Type	Date	Num	Name	Memo	Amount
Total 5054 · Mental Health - Expenditures					102,539.77
7004 · Vehicle Replcmnt - Expenditures					
7004540 · Bus Purchase					
Check	08/23/2013	100813	Newport Printing Services	Inv# 5871 Bus Lettering	300.00
Check	09/03/2013	100876	Pace	Acct# 30896 Monthly Lease	100.00
Total 7004540 · Bus Purchase					400.00
Total 7004 · Vehicle Replcmnt - Expenditures					400.00
8084 · Capital Projects - Expenditures					
8084425 · Building & Perm Improvements					
Check	08/23/2013	100818	Nutoys Leisure Products	Inv# 40208 Runzel Reserve Outdoor Furniture	7,738.00
Check	09/03/2013	100857	Chimney Department, Ltd.	Inv# 2 Fireplace Inspection	397.50
Check	09/10/2013	101002	Caleb Hanson	Izaak Walton League - Drywall/Carpentry/Electrical Work	1,000.00
Check	09/10/2013	101017	The Home Depot F&M	YFS Bathroom Project Supplies	111.96
Check	09/10/2013	101017	The Home Depot F&M	IWL Project Materials	48.83
Check	09/13/2013	101082	The Home Depot	IWL Project Supplies Outlets/Wire Molds/Adapters	202.93
Total 8084425 · Building & Perm Improvements					9,499.22
Total 8084 · Capital Projects - Expenditures					9,499.22
TOTAL					538,149.84

- I. Call to Order/Roll Call
Supervisor McGuire called the meeting to order at 7:00 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire.

Elected and appointed officials present: Assessor Thomas Smogolski, Highway Commissioner P. Craig Ochoa and Collector Frank Liquori.

Staff and others present included Administrator James Barr, Senior Services Director Barbara Kurth-Schuldt, Assistant Administrator Katie Delaney, Emergency Services Director Dan Palmer, Mental Health Board Coordinator Suzanne Powers, Director of Facilities & Maintenance Steve Spejcher, Welfare Services Director Mary Jo Imperato, YFS Director John Parquette, Community Health Director Kristen Smith, other staff, and families and friends of Mr. Bob Butler.
- II. Supervisor McGuire asked everyone to stand for the Pledge of Allegiance.
- III. Town Hall
Supervisor McGuire asked if there was anyone in the audience who had comments to make or questions to ask of the Board. There was no response.
- IV. Presentations
 - A. Veterans Honor Roll: Mr. McGuire asked that the Board join him in congratulating and thanking Yeoman 3 Robert F. Butler on his induction into the Veterans Honor Roll recognizing his service in the U.S. Navy.
- V. Reports
 - A. Supervisor: Mr. McGuire met with Senator Crespo, Director Imperator and Commissioner Schneider and representatives from AT&T to distribute the over 1,000 school children's backpacks. The upcoming Streetfest in Bartlett is co-sponsored by Hanover Township. Msrs. McGuire, Barr and Kuttentberg met with Senator Cullerton to work on changing the purchasing policy for townships; he feels that Mr. Cullerton will introduce legislation for the change in January. He also thanked the Streamwood Kiwanis for the \$1,300 donation to the Food Pantry.
 - B. Clerk: Ms Dolan Baumer offered no report.
 - C. Highway Commissioner: Mr. Ochoa reported.
 - D. Assessor: Mr. Smogolski noted that this year is a tri-assessment year in the Township; assessments will most likely go up.
 - E. Treasurer: A motion was made by Trustee Burke and seconded by Trustee Benoit to approve the Treasurer's Report subject to final audit, and followed by a roll call vote. Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report is adopted.
 - F. Department Reports: All departments submitted reports for the Board's review. Director Kurth Schuldt noted that Age Options will no longer be funding Catholic Charities; Mr. Kuttentberg, Ms Cologrossi and she are exploring options.
- VI. Bill Paying

Administrator Barr offered the bills for approval for August 7 through August 20, 2013 in two sets. For bills payable to Alexian Brothers as follows:

a. Town Fund	\$1,247.64
b. Senior Center Fund	177.00
e. Mental Health Fund	<u>1,495.00</u>
Total All Funds:	<u>\$2,919.64</u>

A motion was made by Trustee Caramelli to approve the bills as presented for Alexian Brothers from August 7 to August 20, 2013; Trustee Burke seconded the motion. Roll call: Ayes: Trustees Burke, Caramelli and Krick, and Supervisor McGuire. Abstain: Trustee Benoit. Nays: none. Motion carried.

a. Town Fund	\$33,912.97*
b. Senior Center Fund	17,928.84
c. Welfare Services Fund	5,558.06
d. Road and Bridge Fund	10,202.66
e. Mental Health Fund	27,922.48
f. Retirement Fund	00.00
g. Vehicle Fund	56,318.00
h. Capital Fund	<u>149.13</u>
Total All Funds:	<u>\$151,992.14</u>

A late addition to the bills was a check to St. Ansgar Catholic Church for their Community Festival. A motion was made by Trustee Benoit to approve the bills as presented for August 7 to August 20, 2013; Trustee Burke seconded the motion. Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Nays: none. Motion carried.

VII. Unfinished Business: No unfinished business was discussed.

VIII. New Business

- A. Regular Meeting Minutes of August 6, 2013: Clerk Dolan Baumer presented the meeting minutes of the Board Meeting of August 6, 2013 for review and approval. A motion was made by Trustee Benoit to approve the minutes of the Regular Board Meeting of August, 2013, with a second by Trustee Burke. Supervisor McGuire asked that the minutes correctly reflect his abstaining from voting on the third set of bills during the August 6 meeting (regarding a late expense reimbursement). Trustee Benoit amended the motion to accept the minutes as amended; Trustee Burke seconded the amended motion. Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Motion carried and the minutes were approved.
- B. Executive Session Meeting Minutes of August 6, 2013: Clerk Dolan Baumer presented the meeting minutes of the Executive Session Meeting of August 6, 2013 for review and approval. A motion was made by Trustee Benoit to approve the minutes of the Executive Session Meeting of August, 2013, with a second by Trustee Burke. Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Motion carried and the minutes were approved
- C. Resolution Declaring Suicide Prevention Week: Trustee Benoit moved that the

Board approve the resolution declaring Suicide Prevention Week in Hanover Township; the motion was seconded by Trustee Caramelli Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Motion carried.

- X. Executive Session: No motion was made to go into Executive Session
- XI. Other Business: Mr. McGuire distributed the 2013 GA/EA guidelines to the Trustees; there are no changes, but he wanted everyone to have access to the current guidelines Mr. Barr presented a memo prepare by Mr. Warfield regarding the proposed uses and costs of the Streamwood Park District Lacy Park should it be gifted to the Township. Township staff met with the Park District staff to discuss the transfer and the Park District reiterated their desire to make the gift. The attorneys will work together to iron out the details.
- XII. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:21 p.m. Motion to adjourn was made by Trustee Benoit and it was seconded by Trustee Krick. Roll call: Ayes: Trustees Benoit, Burke, Caramelli and Krick, and Supervisor McGuire. Nays: none. Motion carried.

Respectfully submitted,



Katy Dolan Baumer

Clerk

Copy: Supervisor Administrator Attorney Gail Borden Library
(4) Trustees Senior Services Auditor Poplar Creek Public Library
Assessor Welfare Services Village of Streamwood
Bartlett Library Highway Commissioner Y&F Services Streamwood Park District

ORDINANCE NO. _____

**AN ORDINANCE REGARDING THE CONVEYANCE OF REAL PROPERTY FROM
THE STREAMWOOD PARK DISTRICT TO HANOVER TOWNSHIP**

WHEREAS, a certain "Act in relation to the transfer of real estate owned by municipalities," approved July 2, 1925, as amended (50 ILCS 60511, et. seq.) authorizes any "municipality," as therein defined (including "Park District" and "Township" within the definition of "municipality" as therein expressed) to transfer real estate to another municipality which has declared that it is necessary or convenient for it to use, occupy, or improve the real estate held by another municipality, in the making of any public improvement, or for any public purpose; and

WHEREAS, the Park District owns certain real property in Cook County, Illinois, commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, which is depicted and more specifically described in the attached Exhibit "A" (the "Property");

WHEREAS, the Park District has determined that it is necessary and convenient for the Township to use, occupy, and improve the Property for public recreational purposes, and to better serve the mutual constituents of the Park District and the Township;

WHEREAS, the Township Supervisor and Board of Trustees have determined that it is convenient for the Township to use, occupy, and improve the Property to

advance the public purposes of the Township in providing recreational services to the residents of the Township;

WHEREAS, the Park District and the Township have determined that it is convenient for the Township to use, occupy, and improve the Property for public recreational purposes and to better serve the mutual constituents of the Park District and the Township;

WHEREAS, the Township Supervisor and Board of Trustees, and the Park District, desire that the Park District convey the Property, pursuant to the authority granted by Section 2 of the Act, 50 ILCS 605/2, for the Township to use, occupy, and improve the Property to advance the public purposes of the Township in providing recreational services to the residents of the Township;

NOW, THEREFORE, BE IT ORDAINED by the Board of Trustees of Hanover Township, Cook County, Illinois as follows:

SECTION ONE: The statements set forth in the preamble to this Ordinance are hereby found to be true and correct and hereby incorporated into this Ordinance as if set forth in full in this section one.

SECTION TWO: The Township Supervisor and Board of Trustees hereby find and determines that it is convenient for the Township to use, occupy, and improve, maintain, and take title to the Property to advance the public purposes of the Township in providing recreational services to the residents of the Township;

SECTION THREE: That, in order to effectuate the transfer of the Property, the Township Supervisor and Board of Trustees hereby requests that the Board of Park Commissioners of the Streamwood Park District take all necessary and appropriate action to transfer and convey all of its rights, title, and interest in and to the Property by way of a quit claim deed.

SECTION FOUR: The Township Supervisor and the Township Administrator are hereby authorized to undertake any and all actions on the part of the Township that are necessary and proper to execute the transaction contemplated by this Ordinance.

SECTION FIVE: The Township Supervisor is hereby authorized to execute any and all documents required to effectuate the Township's acquisition of the Property and to carry out the objectives as set forth in this Ordinance. The Township Clerk is hereby authorized and directed to attest to and countersign any such documents, as required. The Township Clerk shall forward a certified copy of this Ordinance to the Park District Board President.

SECTION SIX: All prior actions of the Township's officials, employees, agents, and attorneys with respect to the subject matter of this Ordinance are hereby expressly ratified.

SECTION SEVEN: Severability. The various provisions of this Ordinance are to be considered as severable and if any part or portion of this Ordinance shall be held invalid by any Court of competent jurisdiction, such decision shall not affect the validity of the remaining provisions of this Ordinance.

SECTION EIGHT: Repeal of Prior Ordinances. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION NINE: Effective Date. This Ordinance shall be in full force and effect upon its passage and approval.

Roll Call Vote:

Ayes:

Nays:

Absent:

Passed:

Approved:

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Ordinance No. _____ enacted on September 17, 2013, and approved on September 17, 2013, as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

EXHIBIT "A"

DESCRIPTION AND DEPICTION OF PROPERTY



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P.I.N. 06-25-317-001; 06-26-420-024

RESOLUTION _____

**A RESOLUTION AUTHORIZING THE EXECUTION
OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN
HANOVER TOWNSHIP AND THE STREAMWOOD PARK DISTRICT FOR THE TRANSFER
OF CERTAIN REAL PROPERTY (LACY PARK)**

BE IT RESOLVED by the Supervisor and Board of Town Trustees (the "Board") of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Intergovernmental Agreement between Hanover Township and the Streamwood Park District, (the "Agreement"), for the transfer of certain real property in Cook County Illinois, commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, from the Streamwood Park District to Hanover Township, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved.

SECTION TWO: The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon its passage and approval.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: September 17, 2013

APPROVED: September 17, 2013

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on September 17, 2013, and approved on September 17, 2013 as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Prepared By and
After recording, return to:

Adam B. Simon, Esq.
Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer, P.C.
175 E. Hawthorn Pkwy., Ste. 145
Vernon Hills, IL 60061

This space reserved for Recorder's use only.

**INTERGOVERNMENTAL AGREEMENT
FOR THE TRANSFER OF CERTAIN REAL PROPERTY
(Lacy Park)**

This Intergovernmental Agreement (the "Agreement") is entered into by and between the Streamwood Park District, an Illinois unit of local government (the "Park District"), and Hanover Township, an Illinois Township (the "Township") (collectively, the Park District and Township may be referred to as "Parties") for the purpose of setting forth the terms by which Park District shall convey its right, title and interest in certain real property to the Township.

WITNESSETH:

WHEREAS, the Park District owns certain real property in Cook County, Illinois, commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, which is depicted and more specifically described in the attached Exhibit "A" (the "Property");

WHEREAS, the Property is comprised of 2.66 acres, all as depicted in Exhibit "A";

WHEREAS, the territory of the Park District is partly within and partly without the corporate limits of the Township;

WHEREAS, the Property is located wholly within the corporate limits of the Township;

WHEREAS, the Park District and the Township have determined that it is necessary and convenient for the Township to use, occupy, and improve the Property for public recreational purposes and to better serve the mutual constituents of the Park District and the Township;

WHEREAS, the Park District and Township are municipalities, as that term is defined by the Local Government Property Transfer Act, 50 ILCS 605/1 et seq. (the "Act");

WHEREAS, the Township, by its Supervisor and Board of Trustees, has by ordinance declared that the transfer herein contemplated is necessary and convenient for the Township to use, occupy, and improve the Property to advance the public purposes of the Township in providing recreational services to the residents of the Township;

WHEREAS, pursuant to the authority granted by Section 2 of the Act, 50 ILCS 605/2, the Park District has agreed to convey to the Township its right, title, and interest in the Property by the mutually agreed upon terms set forth below;

WHEREAS, pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, units of local government have had conferred upon them the power to, “contract or otherwise associate among themselves ... to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance;”

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Streamwood Park District and Hanover Township hereby agree as follows:

1. Recitals. The foregoing recitals represent the purpose and intent of this Agreement and the Parties hereto desire for the terms hereof to be interpreted and executed in a manner that is compliant with such purpose and intent.

2. Property. No later than one month after the effective date of this Agreement, the Park District shall convey to the Township its right, title, and interest in the Property according to the following terms:

A. The Park District shall convey the Property to the Township by way of a quit claim deed subject only to (i) covenants, conditions and restrictions of record; (ii) private, public and utility easements and roads and highways, if any; and (iii) a covenant to preserve the Property as public green space to be used for active and passive recreational purposes and appurtenant facilities which support such purposes.

B. Park District also shall furnish the Township at closing a duly executed ALTA Statement and an affidavit of title in customary form showing title in Park District subject only to (i) covenants, conditions and restrictions of record; (ii) private, public and utility easements and roads and highways, if any; and (iii) a covenant to preserve the Property as public green space to be used for active and passive recreational purposes and appurtenant facilities which support such purposes.

C. Park District shall furnish an executed Real Estate Transfer Declaration signed by

the Park District or the Park District's agent in the form required pursuant to the Real Estate Transfer Tax Act of the State of Illinois; the Parties hereby agreeing that the conveyance contemplated herein is exempt from any state, county or local transfer tax.

- D. The time and place of the delivery of the quit claim deed shall be no later than one month after the effective date of this Agreement.
- E. Acceptance: The Township shall accept, receive, and hold title to the Property as transferred from the Park District by quit claim deed.
- F. Shared Use: In consideration for the conveyance of the Property, the Township shall allow the Park District to use and share the Property pursuant to the terms and conditions of a separate Intergovernmental Agreement executed by the Parties.
- G. Earnest Money. The parties agree that no earnest money shall be required hereunder. The sufficiency of the indirect costs paid by both Park District and Township, in preparation and administration of the Agreement through closing shall serve as ample consideration in binding both Park District and Township.
- H. Real Estate Taxes. The Park District represents that the Property is currently marked as exempt in the records of the Cook County Assessor, and that no real estate taxes are due or owing.

3. Miscellaneous.

- A. Notice. All notices required pursuant to this Agreement shall be sent by a means capable of providing a confirmation of receipt, including (i) depositing the same in the U.S. Mail, certified and return receipt requested, postage pre-paid; (ii) personal service; (iii) nationally-recognized overnight courier; and (iv) facsimile, to the addresses set forth below. All notices mailed shall be considered effective upon the date described on the confirmation of receipt. Each party may change the notice recipients by sending notice to the other parties at least 30 days in advance of the effective date of such change.

If to the Park: Streamwood Park District
 Attn: Executive Director
 777 S. Bartlett Road
 Streamwood, Illinois 60107
 Facsimile: (630) 372-7284

with a copy to: Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
 Attn: Adam B. Simon
 175 E. Hawthorn Parkway, Suite 145
 Vernon Hills, Illinois 60061

Facsimile: (847) 247-7405

If to the Township: Hanover Township
Attn: Township Administrator
250 S. Illinois Route 59
Bartlett, Illinois 60103
Facsimile: (630) 837-9064

with a copy to: Kopon Airdo, LLC
Attn: Michael A. Airdo
233 South Wacker Drive, Suite 4450
Chicago, Illinois 60606
Facsimile: (312) 506-4460

- B. The term of the restrictive covenant shall be perpetual, provided that in the event the restrictive covenant would otherwise be unlawful or void for violation of (a) the rule against perpetuities, (b) the rule restricting restraints on alienation, or (c) any other applicable statute or common law rule analogous thereto or otherwise imposing limitations upon the time during which such covenants may be valid, then such covenants shall continue and endure only until the expiration of twenty-one (21) years after the death of the last to survive of the class of persons consisting of all of the lawful descendants of the members of the Board of Park Commissioners living at the date of this Agreement.
- C. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Illinois and all litigation arising from the Agreement shall be in the Circuit Court of Cook County, Illinois.
- D. Mutual Cooperation. The parties to this Agreement agree to provide mutual cooperation, perform any act or execute any document necessary to cause the intent and purpose of this Agreement to be realized.
- E. Recording. This Agreement shall be recorded and shall be a covenant which runs with the Property.
- F. Severability. In the event any provision of this Agreement is found to be invalid or unenforceable, the Parties intend for such finding not to affect the enforcement or application of the remaining provisions herein to the greatest extent permitted by law.
- G. Effective Date. This Agreement shall become effective upon the mutual signature of this Agreement by all Parties.
- H. Counterparts. This Agreement may be executed in separate counterparts. It shall be fully executed when each Party whose signature is required has signed at least on (1) counterpart, even though no one (1) counterpart contains the signature of

all the Parties.

- I. Entire Agreement. This Agreement, including matters incorporated herein, represents the entire agreement between the Parties. There are no other covenants, warranties, representations, promises, conditions, or understandings, either oral or written, other than those contained herein, within the Intergovernmental Agreement for the Shared use of the Property, and within the quit claim deed conveying the Property.

IN WITNESS WHEREOF, the Parties hereto have approved the execution of this Agreement by their respective officers on the dates set forth below:

STREAMWOOD PARK DISTRICT

President

Date: _____

ATTEST:

Secretary

Hanover Township

Supervisor

Date: _____

ATTEST:

Clerk

EXHIBIT "A"

DESCRIPTION AND DEPICTION OF PROPERTY



P.I.N. 06-25-317-001; 06-26-420-024

RESOLUTION _____

**A RESOLUTION AUTHORIZING THE EXECUTION
OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN
HANOVER TOWNSHIP AND THE STREAMWOOD PARK DISTRICT FOR THE SHARED
USE OF CERTAIN REAL PROPERTY (LACY PARK)**

BE IT RESOLVED by the Supervisor and Board of Town Trustees (the "Board") of Hanover Township, Cook County, Illinois, as follows:

SECTION ONE: That the Intergovernmental Agreement between Hanover Township and the Streamwood Park District, (the "Agreement"), for the shared use of certain real property in Cook County Illinois, commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, by Hanover Township and the Streamwood Park District, a copy of which is appended hereto and expressly incorporated herein by this reference, is hereby approved,

SECTION TWO: The Township Supervisor and the Township Clerk of Hanover Township are authorized to sign and attest, respectively, the Agreement on behalf of the Township.

SECTION THREE: SEVERABILITY. If any section, paragraph or provision of this Resolution shall be held to be invalid or unenforceable for any reason, the invalidity or unenforceability of such section, paragraph or provision shall not affect any of the remaining provisions of this Resolution.

SECTION FOUR: REPEAL OF PRIOR RESOLUTIONS. All prior Ordinances and Resolutions in conflict or inconsistent herewith are hereby expressly repealed only to the extent of such conflict or inconsistency.

SECTION FIVE: EFFECTIVE DATE. This Resolution shall be in full force and effect upon the conveyance of certain real property commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, from the Streamwood Park District to Hanover Township,

pursuant to the Intergovernmental Agreement providing for the transfer of Lacy Park from the Streamwood Park District to Hanover Township.

ROLL CALL VOTE:

AYES:

NAYS:

ABSENT:

PASSED: September 17, 2013

APPROVED: September 17, 2013

Brian P. McGuire, Township Supervisor

ATTEST:

Katy Dolan Baumer, Township Clerk

CERTIFICATION

I, the undersigned, do hereby certify that I am the Township Clerk of Hanover Township, Cook County, Illinois, and that the foregoing is a true, complete and exact copy of Resolution _____, enacted on September 17, 2013, and approved on September 17, 2013 as the same appears from the official records of Hanover Township.

Katy Dolan Baumer, Township Clerk

Prepared By and
After recording, return to:

Adam B. Simon, Esq.
Ancel, Glink, Diamond, Bush,
DiCianni & Krafthefer, P.C.
175 E. Hawthorn Pkwy., Ste. 145
Vernon Hills, IL 60061

This space reserved for Recorder's use only.

**INTERGOVERNMENTAL AGREEMENT
FOR THE SHARED USE
OF CERTAIN REAL PROPERTY
(Lacy Park)**

This Intergovernmental Agreement (the "Agreement") is entered into by and between the Streamwood Park District, an Illinois unit of local government (the "Park District"), and Hanover Township, an Illinois Township (the "Township") (collectively, the Park District and Township may be referred to as "Parties") for the purpose of setting forth the terms by which the Parties shall use and share certain real property owned by the Township.

WITNESSETH:

WHEREAS, the Park District has recently conveyed to the Township, and the Township has accepted, certain real property commonly known as Lacy Park, 735 Stowell Avenue, Streamwood, Illinois, which is depicted and more specifically described in the attached Exhibit "A" (the "Property");

WHEREAS, the Property is comprised of 2.66 acres, all as depicted in Exhibit "A";

WHEREAS, the Park District and the Township find that the shared use of the Property for the use and benefit of the residents of the community is the most efficient use of public resources and will generate certain economies that shall result in cost savings to both the Park District and Township;

WHEREAS, pursuant to Article VII, Section 10 of the 1970 Constitution of the State of Illinois, units of local government have had conferred upon them the power to, "contract or otherwise associate among themselves ... to obtain or share services and to exercise, combine or transfer any power or function, in any manner not prohibited by law or by ordinance;"

WHEREAS, the Illinois Intergovernmental Cooperation Act, 5 ILCS 220/1 et seq., provides that any one or more public agencies may contract with any one or more other public agencies to perform any governmental service, activity or undertaking which any of the public agencies entering into the contract is authorized by law to perform provided that such contract

shall be authorized by the governing body of each party to the contract. Such contract shall set forth fully the purposes, powers, rights, objectives and responsibilities of the contracting parties; and

NOW, THEREFORE, IN CONSIDERATION of the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Streamwood Park District and Hanover Township hereby agree as follows:

1. Recitals. The foregoing recitals represent the purpose and intent of this Agreement and the Parties hereto desire for the terms hereof to be interpreted and executed in a manner that is compliant with such purpose and intent.

2. Shared Use of Property. In consideration for the conveyance of the Property, the Township shall allow the Park District to use and share the Property pursuant to the terms and conditions of this Agreement. The Parties agree that the use and maintenance of the Property shall be allocated according to the following terms and conditions:

- A. Conflicts. In the event a conflict arises wherein both the Township or Park District desire to use any portion of the Property at the same time, the Parties shall cooperate in good faith to resolve the conflict. However, in the event that a conflict cannot be resolved, the Township shall have the right to use the Property over the Park District.
- C. Maintenance. The Township shall be solely responsible for maintaining the Property.

3. Indemnity and Insurance.

- A. Indemnity.
 - i. Township agrees to indemnify and hold harmless the Park District from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, to the extent caused by or arising out of (a) any act or omission by the Township or the employees, agents, contractors, licensees, tenants and/or subtenants of the Township, related to the operation and maintenance of the Property, for which the Township may be held liable under the laws of the State of Illinois, or (b) a breach of any obligation of the Township under this Agreement. The Township's obligations under this section are contingent upon its receiving prompt written notice of any event giving rise to an obligation to indemnify the other party. Notwithstanding anything to the contrary in this Agreement, the parties hereby confirm that the provisions of this section shall survive the expiration or termination of this Agreement.
 - ii. Park District agrees to indemnify and hold harmless the Township from and against any and all claims, damages, cost and expenses, including reasonable

attorney fees, to the extent caused by or arising out of (a) any act or omission by the Park District or the employees, agents, contractors, licensees, tenants and/or subtenants of the Park District, related to the use of the Property, for which the Park District may be held liable under the laws of the State of Illinois, or (b) a breach of any obligation of the Park District under this Agreement. The Park District's obligations under this section are contingent upon its receiving prompt written notice of any event giving rise to an obligation to indemnify the Township. Notwithstanding anything to the contrary in this Agreement, the parties hereby confirm that the provisions of this section shall survive the expiration or termination of this Agreement, should claims, damages, cost and expenses, including reasonable attorney fees, arise subsequent to the expiration or termination of this Agreement.

- B. Insurance. During the term of the Agreement, the Parties shall maintain, or cause to be maintained, in full force and effect and at its sole cost and expense, the following types and limits of insurance:
- (i) Worker's compensation insurance meeting applicable statutory requirements and employer's liability insurance with minimum limits of One Hundred Thousand Dollars (\$100,000) for each accident or disease.
 - (ii) Comprehensive commercial general liability insurance with minimum limits of Two Million Dollars (\$2,000,000) as the combined single limit for each occurrence of bodily injury, personal injury and property damage.
 - (iii) Automobile liability insurance covering all owned, hired, and non-owned vehicles in use by the Party, its employees and agents, with personal protection insurance and property protection insurance to comply with the provisions of state law with minimum limits of Two Million Dollars (\$2,000,000) as the combined single limit for each occurrence for bodily injury and property damage.
 - (iv) All policies other than those for Worker's Compensation shall be written on an occurrence and not on a claims-made basis.
 - (v) The coverage amounts set forth above may be met by a combination of conventional insurance, participation in an intergovernmental self-insurance pool or risk management agency and/or umbrella or excess insurance, so long as in combination the limits equal or exceed those stated.
- C. Named Insureds. All policies, except for worker's compensation policies, shall name the other party and all associated, affiliated, allied and subsidiary entities of the other party, and their respective officers, boards, commissions, employees, agents and contractors, as their respective interests may appear, as additional insureds (herein referred to as the "Additional Insureds") as related to activities

under this Agreement.

- D. Non-Waiver. Nothing herein shall be construed to represent a waiver of all privileges and immunities granted, by statute or at common law, to the Parties as units of local government. The parties agree that the Property has been and shall continue to be real property intended and permitted to be used for recreational purposes.

5. Miscellaneous.

- A. Notice. All notices required pursuant to this Agreement shall be sent by a means capable of providing a confirmation of receipt, including (i) depositing the same in the U.S. Mail, certified and return receipt requested, postage pre-paid; (ii) personal service; (iii) nationally-recognized overnight courier; and (iv) facsimile, to the addresses set forth below. All notices mailed shall be considered effective upon the date described on the confirmation of receipt. Each party may change the notice recipients by sending notice to the other parties at least 30 days in advance of the effective date of such change.

If to the Park: Streamwood Park District
Attn: Executive Director
777 S. Bartlett Road
Streamwood, Illinois 60107
Facsimile: (630) 372-7284

with a copy to: Ancel, Glink, Diamond, Bush, DiCianni & Krafthefer, P.C.
Attn: Adam B. Simon
175 E. Hawthorn Parkway, Suite 145
Vernon Hills, Illinois 60061
Facsimile: (847) 247-7405

If to the Township: Hanover Township
Attn: Township Administrator
250 S. Illinois Route 59
Bartlett, Illinois 60103
Facsimile: (630) 837-9064

with a copy to: Kopon Airdo, L.L.C.
Attn: Michael A. Airdo
233 South Wacker Drive, Suite 4450
Chicago, Illinois 60606
Facsimile: (312) 506-4460

- B. Term. The term of this Agreement shall be 20 years from the effective date hereof.

- C. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Illinois and all litigation arising from the Agreement shall be in the Circuit Court of Cook County, Illinois.
- D. Mutual Cooperation. The parties to this Agreement agree to provide mutual cooperation, perform any act or execute any document necessary to cause the intent and purpose of this Agreement to be realized.
- E. Recording. This Agreement shall be recorded and shall be a covenant which runs with the Property.
- F. Severability. In the event any provision of this Agreement is found to be invalid or unenforceable, the Parties intend for such finding not to affect the enforcement or application of the remaining provisions herein to the greatest extent permitted by law.
- G. Effective Date. This Agreement shall become effective upon the mutual signature of this Agreement by all Parties.
- H. Counterparts. This Agreement may be executed in separate counterparts. It shall be fully executed when each Party whose signature is required has signed at least on (1) counterpart, even though no one (1) counterpart contains the signature of all the Parties.
- I. Entire Agreement. This Agreement, including matters incorporated herein, represents the entire agreement between the Parties. There are no other covenants, warranties, representations, promises, conditions, or understandings, either oral or written, other than those contained herein, within the Intergovernmental Agreement transferring the Property from the Park District to the Township, and within the quit claim deed conveying the Property.

IN WITNESS WHEREOF, the Parties hereto have approved the execution of this Agreement by their respective officers on the dates set forth below:

STREAMWOOD PARK DISTRICT

President

Date: _____

ATTEST:

Secretary

Hanover Township

Supervisor

Date: _____

ATTEST:

Clerk

EXHIBIT "A"

DESCRIPTION AND DEPICTION OF PROPERTY



P.I.N. 06-25-317-001; 06-26-420-024



RESOLUTION

National Senior Center Month in Hanover Township 2013

The Hanover Township Board of Trustees does hereby find as follows:

WHEREAS, older Americans are significant members of our society, investing their wisdom and experience to help enrich and better the lives of younger generations; and

WHEREAS, the Hanover Township Senior Center has acted as a catalyst for mobilizing the creativity, energy, vitality, and commitment of the older residents of Hanover Township; and

WHEREAS, through the wide array of services, programs, and activities, senior centers empower older citizens of Hanover Township to contribute to their own health and well-being and the health and well-being of their fellow citizens of all ages; and

WHEREAS, the Hanover Township Senior Center affirms the dignity, self-worth, and independence of older persons by facilitating their decisions and actions; tapping their experiences, skills, and knowledge; and enabling their continued contributions to the community;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that the month of September 2013 is National Senior Center month in Hanover Township.

Dated: September 17, 2013

In Witness Whereof, we have hereunto set our hands and caused the seal of Hanover Township to be affixed hereto.

Trustee Mary Alice Benoit

Supervisor Brian P. McGuire

Trustee William Burke

Clerk Katy Dolan Baumer

Trustee Steve Caramelli

Trustee Howard K. Krick

*Seal of
Hanover
Township*



RESOLUTION

HONORING BILL JONES

RESOLUTION- HONORING THE PAST PRESIDENT OF THE ELGIN CHAPTER OF THE IZAAK WALTON LEAGUE FOR HIS SERVICE AND DEDICATION

The Hanover Township Board of Trustees does hereby find as follows:

WHEREAS, Bill Jones has been a Hanover Township resident for over 24 years and has lived in Elgin for almost 70 years; and

WHEREAS, Bill Jones is served as President of the Elgin Chapter of the Izaak Walton League from 2011 to 2013; and

WHEREAS, Bill Jones previously served as the Vice President, along with being a member of the Izaak Walton League for over 30 years; and

WHEREAS, Bill Jones was employed and became a partner of Kirkpatrick, Jones and Herzog Insurance Inc. since 1972 in Elgin, where he successfully grew the company until his retirement in 2011; and

WHEREAS, Bill Jones, has been a committed volunteer through his work with the Elgin Parks and Recreation Foundation; and

WHEREAS, Bill Jones has tirelessly worked to promote and serve the Elgin Chapter of the Izaak Walton League for the benefit of its members and the residents of Hanover Township;

NOW, THEREFORE, BE IT HEREBY RESOLVED by the Hanover Township Board of Trustees, Cook County, Illinois, that Bill Jones, past president of the Elgin Chapter of the Izaak Walton League is honored and recognized for his service and dedication.

Dated: September 17, 2013

In Witness Whereof, we have hereunto to set our hands and caused the seal of Hanover Township to be affixed hereto.

Trustee Mary Alice Benoit

Supervisor Brian P. McGuire

Trustee William Burke

Clerk Katy Dolan Baumer

Trustee Howard Krick

Trustee Steve Caramelli

*Seal of
Hanover
Township*



Senior Nutrition Program

Program Analysis and Recommendation

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9/17/2013



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Recommendations

Staff recommends Option 1C, the Exploratory Program, with a goal of providing an average of 25 meals per day to Hanover Township seniors. The Exploratory Program design includes the hiring of new full time Nutrition Program Coordinator who will serve as the head chef, and one half-time person who will be a line cook that assists with food preparation and service. This option provides the greatest flexibility in implementation and allows for growth of programming to occur in conjunction with a growth in organizational capacity to operate and maintain services.

Key Recommendations:

- The Township should hire at least one full-time person to fully develop, market, and perform day-to-day operations for this program. Multiple persons interviewed by staff specifically mentioned this as a key to a successful program.
- The program should be offered for lunch only, at least for the initial period of implementation. In the survey responses nearly 69% of seniors indicated that they would not use the program for a breakfast option.
- The program should offer an a la carte selection with freshly prepared meals as opposed to frozen offerings. In the survey 96% of seniors indicated that freshness was either extremely important or very important to them. Additionally, 94.6% of seniors indicated that the quality of food was extremely or very important, and 82.7% indicated that variety was important.
- Multiple revenue streams should be identified and directly tied to this program to offset implementation and operational costs. Potential revenue streams are listed in the final section of this report.
- A robust volunteer program is an essential element that should be developed in conjunction with the program.

Implementation Options

Option 1: Hanover Township Run Nutrition Program

*Option 1 consists of alternative program designs involving the in-house operation of a Senior Nutrition program by the Senior Services Department.

Option 1A: Maximum Program Investment

Design: This design option would entail hiring three additional staff including two full time personnel (Head Chef/Program Coordinator, Line Cook/Kitchen Assistant), and one half-time (Kitchen Assistant).

Pros: Having more staff on hand enables the program to provide the largest number of meals possible, with the best quality and freshness. Food preparation, especially fresh food requires a significant time investment which can only be fulfilled through addition of staff. Additional staff would

also enable an expansion of meal choices, with staff members working different stations and preparing multiple types of meals simultaneously. A la carte menu options would be feasible under this model.

Cons: This option would entail the largest annual cost. More staff significantly increases salary and fringe benefit expenses. Additionally, larger volumes of food sales require larger expenditures in food supply costs and the potential for larger losses from waste.

Estimated Total Cost: \$154,242

Implementation Time: 2-3 months for initial implementation, 5-6 months for full implementation

Option 1B: Minimalist Program

Design: This design would allow for the lowest number of staff by only hiring a single part-time person for food preparation only.

Pros: By pursuing a minimalist program the Township could implement a program in a shortened time frame, thereby minimizing any potential disruption from the current program operated by Catholic Charities being terminated. Additionally, this program has the lowest costs of any alternative and will therefore have the smallest potential impact on other programs.

Cons: Due to lack of staffing meal options would need to be curtailed. Single meal options per day would likely be the only feasible method of service delivery with limited staff. Numerous studies reflect the decline of the congregate meal model across the country which this option would essentially mirror. Per this article "Lack of flexibility in choosing food items and serving times is another obstacle for many older adults." (http://nutritionandaging.fiu.edu/creative_solutions/participation_in_AoA_act.asp)

Estimated Total Cost: \$47,032

Implementation Time: 1-2 months

Option 1C: Exploratory Program

Design: This design option would entail an initial hiring of a single full time program coordinator who serves as a head chef to develop a program specific to Hanover Township, and one part-time line cook/kitchen assistant to assist with meal preparation and service. This option would be provided with a set budget for twelve months of programmatic operation, but would be allowed flexibility to develop the nutrition program and make recommendations on long-term design features, funding levels, and staffing based upon real-world implementation experience.

Pros: This option would provide the maximum flexibility in program design. The Township currently does not hold a significant organizational capacity to implement and operate a year-round nutrition program. By starting relatively small and growing the program we will be able to add elements over time to maximize program utilization and tailoring programming to the unique needs and interests of Township seniors through continuous assessment of feedback.

Cons: Will take longer to implement properly as compared to option 1B. If the initial program implementation fails this option may face the same problems as the current program ran by Catholic Charities in that the number of meals served is not sufficient to maintain the program. Identifying and hiring a highly motivated and adaptable individual will be key to long-term programmatic success.

Estimated Total Cost: \$98,581

Implementation Time: 2-3 months for initial implementation with a review at 12 months

Option 2: Contracted Nutrition Program

Design: Rather than operate a program directly through the Township, Senior Services could instead explore options of contracting this service out to a third party. This method has been done in the past when Frisbie Senior Center contracted with Mather's. All responsibility for menus, food orders, food preparation, and serving would be handled by the contractor.

Pros: Significantly less impact on existing staff. The primary role of the Township would be to provide oversight of the program during implementation and ongoing operations.

Cons: Loss of direct control of program. Potential issues that could arise would be food and service quality. Additionally, if issues arose it would be difficult to modify the program once it was implemented. This type of program would be highly specialized and there are not likely to be a large number of providers available that could be brought in as replacements should an initial contract not meet expectations. If AgeOptions funding was sought after and awarded, the provider options would then be limited by AgeOptions preferred caterer selection. There would be significant time costs associated with this option to develop and approve contracts, as well as implementation.

Estimated Total Cost: Possibly \$100,000-\$200,000 annually. This is something that would require significant additional research to identify providers, refine estimates, and line out contract language.

Estimated Implementation Time: 5-6 months

Option 3: Terminate Nutrition Program

Design: Eliminate this programming option at Hanover Township.

Pros: The primary advantage of terminating this portion of programming would be achievement of cost savings. At every site that was studied each administrator stressed that nutrition programs were a net loss. Revenue generated through such avenues as charging fees for meals failed to even recover the cost of food in the majority of cases, while none were able to cover the full cost of the program.

Cons: Nutrition programs are a potentially vital service to some seniors within the area. Additionally, Nutrition Programs are a key aspect of services at many Senior Centers. If Hanover Township wants to maintain a place of leadership within the state and region, some type of program should be in place.

Estimated Total Cost and Implementation Time: None

Background of Study

Per direction from the Hanover Township Finance Committee, Township Staff conducted a study on the implementation and operation of a Senior Nutrition Program. The study methodology consisted primarily of site visits to a variety of senior centers within the general metropolitan area that currently operate senior nutrition programs at their locations. Sites visited included Oak Park Township, Ela Township, Mather's Café (a not for profit site with corporate support operating in Chicago), and Frisbie Senior Center (a recognized 501(C)3 not for profit charity located in Des Plaines).

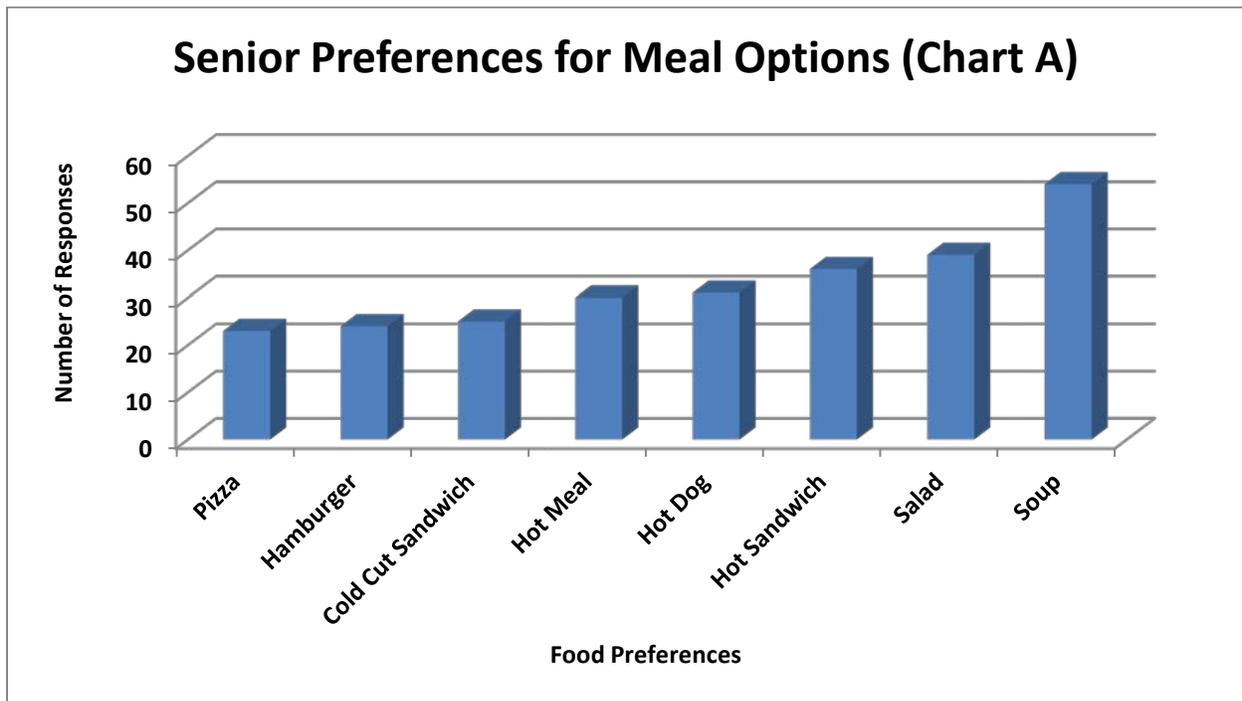
Staff visited each of the above sites, toured the facilities, sampled the food quality, and engaged in in-depth interviews with the program administrators. Below is a summary of quantitative and programmatic design data on the various programs that have been utilized to form the basis of projections for Hanover Township programmatic cost estimates and usage targets.

Nutrition Program Summary (Table 1)						
	Ela	Oak Park	Frisbie	Mather's Café	Average	Hanover
# of Paid Staff	0	5	3	3	2.75	
# FTE	0.6	3.45	2.5	3	2.4	
Annual Salary Cost	N/A	\$ 123,995	\$ 54,163	\$ 90,480	\$ 89,546.07	
Food Cost: Weekly	\$ 192	\$ 1,933	\$ 1,962	\$ 692	\$ 1,194.90	
Food Cost: Annual	\$ 10,000	\$ 50,270	\$ 51,000	\$ 36,000	\$ 36,817.50	
# of Meals Daily	15	70	48	85	54	
# of Meals Annual	3120	18200	12385	26520	15056	
Food Cost per Meal	\$ 3.21	\$ 2.76	\$ 4.12	\$ 1.36	\$ 2.86	
Fee to Senior	\$ 4.00	\$ 1.50	\$ 4.75	\$ 5.81	\$ 4.02	
Total Fees Assuming No Loss	\$ 12,480.00	\$ 27,300.00	\$ 58,828.75	\$ 154,081.20	\$ 63,172.49	
% Food Cost Recovery	40.0%	54.3%	96.0%	428.0%	155%	
Reservations Required?	Yes	No	No	No	1	
Congregate Program?	No	Yes	Yes	No	2	
A La Carte	No	No	Yes	Yes	2	
Estimated Mean Age of Senior Population	65	66	69	Chicago Not	67	65.7
Total Population 55+	9,917	12,662	17,805		13461	18,266
Median Household Income	\$ 121,337	\$ 73,068	\$ 60,875	Comparable	\$ 85,093.33	\$ 69,933
Type	Township	Township	501(C)3	Corporate Sponsored		

Senior Services Survey

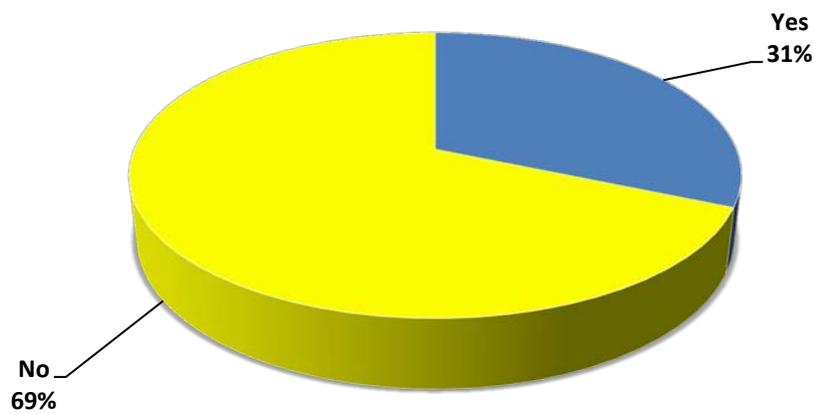
In an attempt to best determine what model of programming would be most successful, staff from the Senior Services Department devised a six question survey that is currently being provided to seniors. Not only will this survey assist with the initial development of the program, it will also prove of value should the Township elect to pursue funding through the AgeOption grant program. Per the grant guidelines “Nutrition service providers must develop and document methods to elicit community input to help support the mission of the program.” Staff recommends continued use of this initial survey, as well as the development of expanded surveys to obtain recommendations and feedback from seniors in regards to satisfaction with ongoing nutrition program operations.

To date 78 respondents have provided feedback. Summaries of various question responses are included in the charts below. Chart A shows a clear preference by seniors for fresh meal options with soups and salads being the favored meal selections. The survey also shows a preference for variety, with a large spread in preferences for different meal options.

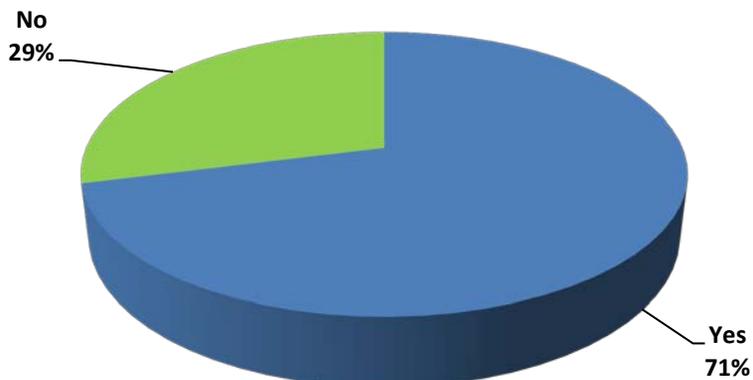


The charts also confirm previous assumptions in that 69% of responding seniors would not utilize a breakfast option, and 71% of respondents would be willing to purchase a la carte options as opposed to a single pre-prepared meal per the congregate meal model. This is nearly a mirror image of meal preference by the senior population of Frisbie Senior Center and correlates to our expectations based upon Hanover Township senior demographics.

Percent of Seniors That Would Eat Breakfast if Offered (Chart B)



Percent of Seniors Willing to Purchase A La Carte Meal Options (Chart C)



Maximum Projected Demand

Demand was projected utilizing responses from the senior nutrition survey and represents the maximum possible demand if surveyed seniors utilized the program at rates they indicated, and if this demand was consistent across the entire population of unduplicated seniors utilizing programs. The total number of unduplicated seniors utilizing programs in FY 2013 was 1842. This number was used as the baseline, with the number of seniors in each usage category calculated by percentage of survey respondents. Estimated meals were calculated based upon the number of times per month respondents indicated likely usage, multiplied by .9 to account for days lost due to planned closures for holidays and various upkeep activities.

Programming options recommended in this study serve as a starting point for this program, with projected numbers of meals served intended to be first year targets based upon Township program investment. Please note that this survey serves only as an indicator of senior interest and should not be interpreted as a direct measure of unmet need.

The survey is clearly subject to response bias which would result in a higher percentage of affirmative responses than would be the case if the entire senior population responded. Additionally, actual usage rates would vary significantly depending on a variety of factors which are touched upon in the survey such as food freshness, quality, and variety. Increasing these variables will help contribute to maximizing program utilization, but initial numbers will doubtless be significantly lower than this maximum possible projection.

Estimated Maximum Levels of Demand for Senior Nutrition Meals					
(Table 2)					
Frequency of Meals	% of Seniors	Estimated Number of Unduplicated Seniors	Total Meals per Day	Total Meals per Month	Total Meals per Year
Daily	1%	24	20	431	5172
Once per Month	21%	387	16	348	4178
2-3 per Week	30%	558	232	5023	60278
Once per Week	45%	823	137	2964	35570
Total	97%	1792	405	8766	105197
Estimated Cost to Fullfill Maximum Demand					
Total Meals					105197
Food Cost					\$341,890
Required FTE					16.7
Estimated Minimum Salary					\$364,336
Estimated Minimum Fringe					\$109,301
Estimated Total Minimum Cost					\$815,527

Program Design

The major consideration for programming is a values conflict between cost effectiveness and the ability to provide the maximum amount of choice, quality, and fresh food options to the residents. Models using the maximum choice have the largest level of participation. Those models that emphasize cost effectiveness provide a poorer quality of food to residents and therefore have fewer individuals that utilize it. The administrator from Frisbie Senior Center continuously emphasized that the key to a program's success was through volume. The more meals that can be served reduce waste, lower the cost per meal, and increase programmatic revenue through collection of additional fees.

Due to these considerations, staff recommends that any nutrition program be designed to provide as many food choice options as possible. Current staff lack the expertise required to perform food planning at this time; therefore one of the primary tasks to be completed once new staff are hired would be to plan a menu. Choice should be of primary importance, with cost efficiency a secondary focus. Additionally, a major consideration of the program will be compliance with federal and AgeOptions dietary requirements.

Other factors that should be taken into account are the relative age of the target population and the median household income of an area. Per feedback from professionals within the Senior Services sector those communities with an older average population tend to favor low cost of meals over choice. Additionally, more affluent communities tend to have senior's with greater resources which also contributes to a desire for more choices and higher quality of food.

Ela Township serves a senior population with an average age of 65, and they charge a relatively high fee per meal. Their menus are pre-planned with no choice option for the resident. Additionally, this township has the highest median household income of the four sites visited. Based upon previous assumptions it would be estimated that they would have a relatively low level of senior participation in their program, and per the summary on page 4 they have the lowest number of meals served per day.

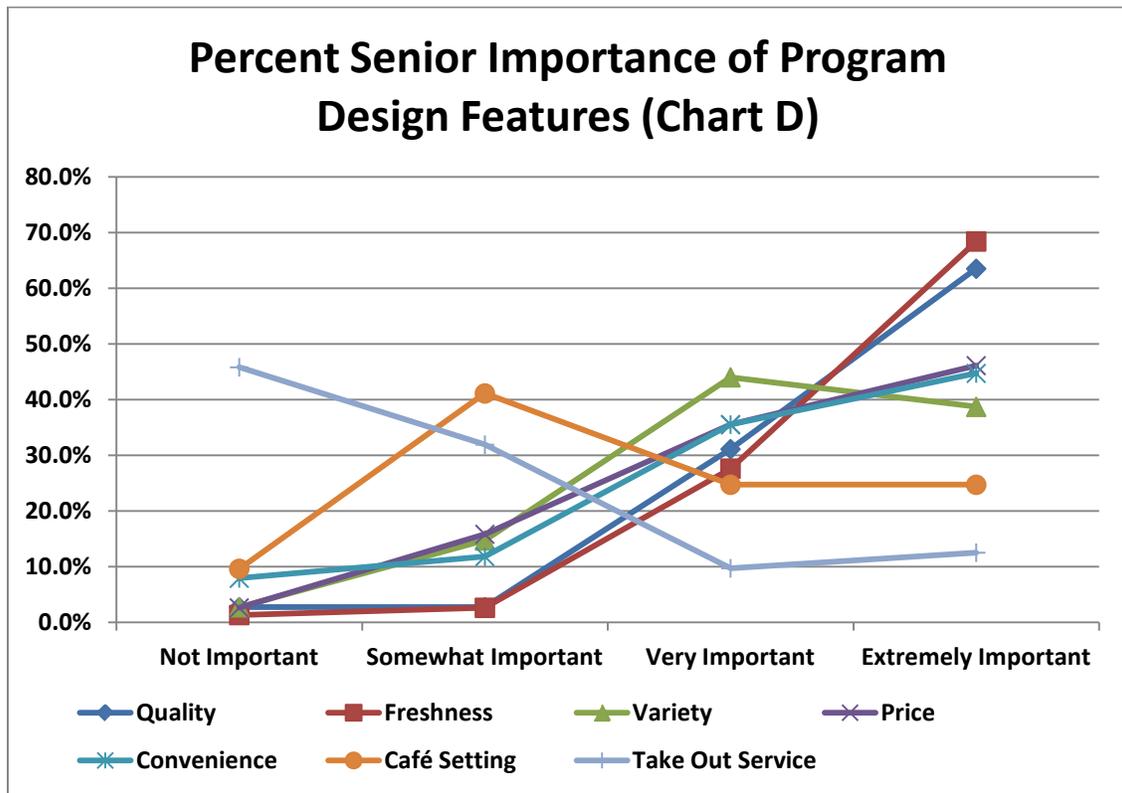
Another consideration is the portion of the senior community actually served. Multiple administrators concurred that the "younger" senior population is much more interested in having a range of choices in their meal options rather than have cheap low-quality food, and that they were more than willing to pay a higher price point for that choice. For example, even though the mean age of the senior population for Frisbie Senior Center is 69, their administrator stated that their center serves an elderly population with an average age of around 80 years. Despite the fact that they provide an a la carte menu option, 66.3% of the meals they served in 2012 were under the Congregate model which fits with previous assumptions that older seniors prefer lower cost to menu choice.

Hanover Township serves an elderly population with a much lower average age of 65.7 and the area is relatively affluent, with a median household income of \$69,933 per the 2010 decennial census. Based upon these factors it reinforces the previously stated recommendation that any nutrition program should offer a variety of meal choices to senior participants. Younger seniors tend to have greater mobility and more affluent seniors have a greater ability to purchase meals at other locations. In order

to draw seniors into utilizing the program it is important to offer desirable meal options, while also ensuring that costs do not drive away interest. Since the Township will attempt to obtain funding for the program through AgeOptions any meal fees to seniors will be non-mandatory “donations”. This donation feature should ensure that those seniors who do not have the ability to pay for meals will still have full access and benefits to the program.

Program convenience is also an important factor to consider, as is evidenced by the senior survey and by feedback from site visits. Seniors do not like having to make reservations in advance. While this makes projecting need and food purchasing easier, requiring it reduces overall levels of program participation. Staff recommends implementing a voluntary reservation system to assist in projecting demand, without requiring any reservation.

A final aspect of program design that should be considered is hours of operation. With some minor variation, the most common operating model was a lunch only meal offering served Monday through Friday to accommodate normal operating schedules. Staff recommends that the Township follow this model, while taking the opportunity to review at a future point to determine if there is a need and/or capacity to expand the program into additional days or additional meal offerings.



Operational Costs

None of the nutrition programs operated at any of the Senior Center locations were able to break even, each and every program operated at a net loss to the organization. Each group sought to minimize the impact on other operations, while maximizing program utilization. Per the Frisbee Senior Center Administrator “Volume is the key”. He stressed this point a number of times. Volume serves to increase programmatic revenue, decreases waste from spoiled food or unused food, and enhances the possibility of the Township receiving other forms of supportive funding such as grants.

Total costs will vary depending upon which implementation option the Board selects. Higher volume meal targets will require a larger number of staff and associated overhead costs.

Salaries will be one of the highest costs for the nutrition program. These costs will vary depending upon the level of staffing that is approved for the program. Details of this cost are covered in detail below under the Staffing section heading on page 11.

Estimated Nutrition Program Costs (Annual Estimates, Table 3)			
Program Options	Minimal	Exploratory	Maximum
Salaries	\$ 18,850	\$ 43,160	\$ 67,080
Fringe	\$ 4,679	\$ 16,782	\$ 28,788
Food Costs	\$ 12,675	\$ 21,125	\$ 33,800
Maintenance	\$ 1,000	\$ 1,000	\$ 1,000
Equipment Replacement	\$ 3,552	\$ 3,552	\$ 3,552
Supplies	\$ 2,000	\$ 4,000	\$ 6,000
10% Contingency	\$ 4,276	\$ 8,962	\$ 14,022
Total	\$ 47,032	\$ 98,581	\$ 154,242
Estimated Nutrition Program Metrics			
Meals/Day	15	25	40
Meals/Year	3900	6500	10400
# of Paid Staff	1	2	3
# of FTE	0.5	1.5	2.5

Food costs are a factor of the number of meals provided. The numbers included in the estimate were calculated by multiplying the estimated annual number of meals provided by \$3.25. While the average cost per meal calculated in the summary in Table 1 on Page 4 was \$2.86, this price point is lower than the Township will initially be able to achieve due to higher costs resulting from lower meal volumes.

Supplies are a potentially variable cost. The budget for supplies will increase based upon estimated number of meals provided and will likely be higher in the first year of operation due to startup costs. Supplies associated with this program include table cloths, food prep items, and items for food storage. Maintenance costs will likely be low as most equipment is still in relatively new condition. Additional costs include replacement of a large freezer, and a 10% contingency line for program overruns.

Staffing

Staffing levels essentially consisted of two models. The most prevalent model is the utilization of professional food service staff to prepare meals, administer the day to day operations of the program including food purchase and meal planning, and to perform cleanup and storage activities. A second model utilized by Ela Township was to rely entirely on volunteer and existing staff for all nutrition program operations. All programs relied upon volunteer staff to augment their capabilities, primarily utilizing them as servers and to bus tables as needed.

Mather's used 3 full time personnel, 2 cooks and 1 assistant. Other locations utilized similar staffing levels and pay rates based upon position for their programs. For the purpose of this study the following average pay rates and fringe benefits were utilized for projections:

Staff recommended Option 1C includes one full-time Nutrition Coordinator/Head Chef and one Half-time Line Cook/Kitchen Assistant.

- One Head Chef/Program Coordinator- full time \$14.50 per hour
- One Line Cook- half time \$12.50 per hour
- FICA/Medicare- 7.65%
- IMRF- 11.22%
- Unemployment- 5.95%
- Small PPO Health Insurance Plan- \$5,483 annualized employer cost
- Vision- \$82
- Dental- \$440
- Life- \$65

If the Township made a nutrition coordinator/head chef position available as a full time position at \$14.50 per hour the cost would be \$30,160 in annual salary and approximately \$13,555 in fringe benefits.

A half time line cook/kitchen assistant position with a pay rate of \$12.50 per hour would have an annual salary of \$13,000 with an estimated fringe benefit cost of \$3,227.

Revenue Sources for Option 1C

An essential consideration for program sustainability is the ability to generate sufficient revenue to offset the cost of the service. Staff have currently identified two significant sources of programmatic revenue: meal donations and funding through the AgeOptions Nutrition grant. If Option 1C is implemented the following revenue projections will apply:

Estimated Revenues by Source (Table 4)		
Program Year 1		
Revenue Source	Estimated Total Revenue	% of Program
AgeOptions Grant Reimbursement	\$ 32,500	33.0%
Hanover Township Match	\$ 45,281	45.9%
Meal Donations*	\$ 20,800	21.1%
Total	\$ 98,581	
Hanover Township Fiscal Year 1 (Nov 1-Mar 30, 41.6% of Year and 2,165 Meals)		
Revenue Source	Estimated Total Revenue	% of Program
AgeOptions Grant Reimbursement	\$ 10,825	26.4%
Hanover Township Match	\$ 23,257	56.7%
Meal Donations*	\$ 6,928	16.9%
Total	\$ 41,010	
AgeOptions Fiscal Year 1 (Nov 1-Sep 1, 91.6% of Year and 5,415 Meals)		
Revenue Source	Estimated Total Revenue	% of Program
AgeOptions Grant Reimbursement	\$ 27,075	30.0%
Hanover Township Match	\$ 45,897	50.8%
Meal Donations*	\$ 17,328	19.2%
Total	\$ 90,300	

*Meal donations assume 80% of meals served collect fees at a rate of \$4 per meal

**Budgeted costs assume start dates in November, with budgeted revenues beginning in December

Meal Donations: All programs charged at least a nominal fee for meals. Prices could vary based upon age and ability to pay. If grant funding is sought through AgeOptions then fees will not be allowed to be mandatory and instead will be considered a “donation”. Other pricing options include an a la carte structure for expanded food selections and an annual “membership fee” whereby seniors could pay annually for benefits such as a 10-20% discount for meals and possibly gift shop purchases. These price points should be worked out amongst Senior Services administration and any staff that would be hired to implement and operate the program.

Contingency Planning

All projections for implementation are based upon an estimate of providing an average of 25 meals per day to seniors; however some contingency planning is required should the level of program participation exceed projected levels. Increased utilization of the program by seniors will engender higher food costs and will increase the workloads for program staff; therefore contingency planning is focused on two aspects: additional revenue and supplementary staffing. If the number of meals served is consistently below the average target number of 25 meals per day by the end of the first year of operation staff will perform a thorough evaluation to determine if there are any strategies that may be employed to enhance use, or if it is deemed that the program is non-sustainable, may recommend programmatic termination at that time.

Additional Revenue:

Possible sources of additional funding that could be explored to offset the costs of the program include:

- Staff Meals: If utilizing an a la carte approach, meals could be made available to staff and those under age 55 for a higher price point. These additional fees would help increase program volume while also providing a good alternative for staff.
- Catering: The Township could offer catering for specific events and charge third party organizations when they utilize Township facilities to help offset program costs. Additionally, catering could be utilized for certain internal Township events such as Breakfast With the Board. This would engender cost savings from third party vendors, while an internal invoicing system could be utilized to charge departments who utilize this service.
- Senior Extended/Overnight Trips: A significant source of revenue for multiple senior centers is escorted trip offerings. Ela Township stated that they have been able to generate over \$20,000 in additional revenue annually based upon escorted trips. This holds significant potential for revenue generation and should be explored further as a means to directly offset the costs of a nutrition program. While Senior Services currently provides short duration escorted day trips, longer term escorted trips to further locations could yield significant programmatic revenues to offset nutrition programming costs.
- Additionally potential sources of in-kind donations could be developed. Relationships should be explored with large area farms such as Goeberts Farms with the possibility of obtaining donations of fresh produce. Additionally, gardens within Township reserves could be developed and expanded.

Supplementary Staffing:

- Supplementary staffing could be obtained through the development of an intern program at the Township. Streamwood High School is one potential source of interns and this would provide the additional benefits of public service for students, and the creation of an intergenerational program that could be developed in cooperation with the Youth and Family Services.
- Other potential interns could be recruited from area community colleges such as Harper or ECC.

Implementation Plan: Option 1C

Timeline

September 1-16	Staff preparation of Admin materials (job descriptions, planning documents, etc...)
September 17	Proposal Presentation, Board Authorization to Proceed
September 18-October 18	Staff Preparation of Operational Materials (Training Plan, Written Procedures, and AgeOptions RFP)
October 4	AgeOptions RFP submission date
October 18	AgeOptions Board meets to review RFP
October 19-November 4	Recruitment of staff based upon selection of Board option and availability of AgeOptions grant funding
November 4-8	Interview and selection of program staff
November 11-29	Program staff work with Senior Services staff and nutritionist for meal planning, food purchase, orientation and completion of initial required training
December 2-20	Soft Launch of Nutrition Program: Begin process of serving limited meals. Primary purpose is to work out day-to-day operational processes and gather initial feedback from residents.
January 6	Grand Opening/Fully Marketed program launch
September, 2014	Full program review with decision to continue or terminate based upon resident satisfaction, total numbers of residents served, and actual cost of program operations in relation to services provided

Implementation Notes

Senior Services staff should strategically plan out programs to coincide with lunch hours to maximize senior availability and desire to participate in the nutrition program. Planning of programs with large volumes will increase the likelihood of other program participants to utilize lunch services due to convenience.

Recruitment for both positions should be targeted at community colleges with Culinary Arts and Nutrition programs. These schools will already have a pool of qualified candidates with the requisite backgrounds. Additionally, those attending community college will likely be more open to part-time

employment to allow flexibility with class schedules, and will value direct experience in their field of choice. Potential schools include Elgin Community College and Harper College in Palatine.

An additional potential resource that could be obtained with further development of relationships with these community colleges would be the ability to obtain no-cost or low-cost interns. Interns would provide a good source of trained labor without significantly impacting budgetary considerations.

Service Gap

One potential issue with implementation of Option 1C is the gap in services that will result during the time it would take to complete initial implementation. The current program under Catholic Charities is scheduled to terminate as of September 30. If the soft launch would not occur until December 2, there will be two months without nutrition programming availability. There are currently 5 seniors who regularly utilize the existing nutrition program.

Senior Services staff is currently investigating two options to address this gap. The first option would be to provide transportation services to any senior requiring meals to one of two alternative locations during this period. The alternative locations are within Hanover Township's pre-defined bus service area in Elgin and Schaumburg, and both locations are funded AgeOptions congregate meal sites.

The second option is for senior services staff to obtain low-cost pre-prepared meals such as microwave dinners or sandwiches, and provide these to residents who do not wish to utilize the transportation services. Staff believe that a combination of the two options will be fairly easy to implement and should meet the short-term needs of residents during this identified gap in service provision.

Outreach and Marketing

The final portion of the implementation plan involves the proper outreach and marketing of the nutrition program to seniors to ensure maximum utilization of services, as well as ensure that underserved portions of the senior population are actively engaged.

Outreach Efforts:

A number of direct efforts will be coordinated by Senior Services staff to ensure that the program receives detailed input and feedback from senior residents utilizing the program. A Nutrition Advisory Group will be formed and shall meet once per month. This group will provide recommendations on program design and modifications of such things as menu planning. Additionally, staff shall create focus groups prior to implementation and within the first few months of the program to gain a broader perspective of senior preferences. These focus groups shall be coordinated on a bi-monthly basis.

In order to have proper outreach for the large Latino community within the Township the program shall also endeavor to hire Spanish speaking bi-lingual staff to fill the two positions that shall be created under option 1C. Inter-departmental outreach efforts with the Office of Community Health (OCH) in the form of nutrition education could also assist with outreach to seniors who have special dietary needs.

Informational programming designed by OCH could be combined with a follow-up meal highlighting the dietary options covered within the program.

Finally, surveys shall be conducted on a daily basis in order to obtain continuous program feedback. The surveys shall be developed using the Survey Monkey application for ease of design and utilization. Program managers shall review feedback on a daily and/or weekly basis in order to be able to make changes in a timely manner as issues arise, or upon receipt of valuable feedback.

Marketing Efforts:

Marketing efforts are a vital aspect of the program and will need to be pursued aggressively in order to ensure full program utilization by residents. Efforts at marketing will focus on the following four areas:

Print: Print marketing includes the creation of program flyers as well as notifications in the various Township newsletters such as Club 59 and the resident newsletter. Flyers could be provided to seniors utilizing other township services such as the Transportation program, as well as various activities within the Senior Center. While the Club 59 publication is specifically targeted at seniors, the resident newsletter has a much wider circulation of 40,000 households. Additional possible print options include press releases.

Signage: Multiple opportunities exist within this category. The Township can provide a short notice on the large electronic marquee located on Route 59 that will provide a high level of visibility and large flows of traffic. Additionally, signage could be created within the senior center to draw interest, particularly with the inclusion of a large “sandwich board”. This sandwich board could be posted near the main entrance of the senior center in a highly visible location and updated with the daily menu options, as well as the Town Hall, Astor Avenue, and Elgin Office facilities.

Electronic Media: This category includes such marketing efforts as notifications posted via Facebook and on the main Township web-page.

Events and Programs: The primary event under this category would be a large “Grand Opening/Kickoff” for the nutrition program. This would entail heavy marketing using the previously stated options but targeted for a specified date and associated supplemental activities to highlight the program and food. This would be a major event to draw initial interest and participation by residents. Regular events could be coordinated in order to spike interest and drive participation in the program over time. Additional options under this category would be the inclusion of cross-marketing by having instructors or facilitators in other senior programs make regular announcements about the nutrition program in order to raise awareness and interest.



Job Description

Position: Nutrition Coordinator/Head Chef

Department: Department of Senior Services

Reports to: Program Manager

Last Updated: September 2013

Position Summary:

Under the supervision of the Senior Services Program Manager, this position is responsible for coordinating the daily operations of the Senior Nutrition Program. Prepares and serves meals to senior residents of Hanover Township. Ensures meal quality, freshness, and safety. Holds responsibility for supervising nutrition program staff and volunteers, developing monthly program menus that meet required nutritional guidelines, and ordering food supplies on a weekly basis. Maintains an inventory of all food and program related supplies. Performs other duties as required for the successful operation of the Department of Senior Services Nutrition Program.

Essential Job Functions:

- Coordinates all aspects of the Hanover Township Senior Nutrition program.
- Prepares high quality meals utilizing standardized recipes while ensuring the use of fresh, quality ingredients and strict adherence to production standards and menu cycles.
- Orders all food and cooking supplies to ensure adequate levels of meals are available for seniors.
- Ensures all Nutrition Program personnel adhere to sanitation procedures set out by the Illinois Department of Public Health, Cook County, the Village of Bartlett, and the Hanover Township Senior Center in order to maintain a clean and sanitary kitchen environment at all times.
- Coordinates internal and external catering activities as instructed.
- Maintains all logs and records as required.
- Conducts regular inventories of all supplies and prepares reports for the Program Manager.
- Maintains and organizes food stocks in freezers, storage areas, and refrigerators in order to minimize waste.
- Ensures that all food stocks are properly labeled, dated, and appropriately stored.
- Develops monthly menus meeting required minimum nutrition standards.
- Prepares, implements, and monitors annual program budget and expenditures.
- Supervises, trains, and evaluates Nutrition Program staff and volunteers.
- Monitors food temperature to ensure required safety standards are upheld.
- Perform regular evaluations of the program according to standards approved by the Senior Services Department.
- Coordinate and perform regular reporting for the Nutrition Program performance measurement outcomes.
- Participates as a staff liaison to the Senior Nutrition Advisory Group which meets on a monthly basis.
- Attends meetings and various training seminars and conferences as required.

Supervisory Responsibilities:

- Directly supervises the Senior Nutrition Program line cook and volunteers.

Other Job Functions:

- Performs all other duties as assigned by the Program Manager.

Nothing in this job description restricts management's right to reasonably assign or reassign duties and responsibilities to this job at any time. Essential features of this job are described under the headings above. A copy of this job description will be kept with the employee's personnel files.

- **Required Knowledge, Skills, and Abilities:**

- Ability to work autonomously, identify and resolve issues in a timely manner and effectively prioritize work activities.
- Skill to follow standardized recipes and operate kitchen equipment.
- Knowledge of kitchen equipment and safety procedures.
- Skill to identify and manage multiple projects, programs, and services in an efficient and effective manner.
- Ability to work with mature adults who may have limitations of hearing eyesight, mobility and cognitive impairment.
- Ability to read, comprehend, listen to and follow basic verbal or written instructions and provide appropriate feedback.
- Ability to read, comprehend and/or create routine correspondence and memos using proper spelling, grammar, punctuation and sentence structure.
- Ability to effectively convey information one-on-one or to small groups of employees or customers.
- Ability to maintain effective professional relationships with elected officials, staff, residents and vendors.
- Ability to enjoy the company of mature adults and understand the generational gaps and differences.

Education, Experience, and Computer Skills:

- High School Diploma or General Education Development (GED) equivalent.
- One to two years of experience in food services related work with kitchen management experience preferred.
- Must have or be willing to obtain Food Safety and Sanitation Certificate.

Special Requirements:

- Willingness to work occasional evenings and/or weekends as needed.
- Bi-lingual Spanish preferred.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job with reasonable accommodations.

- Must be able to sit, walk, stand, use fingers in a repetitive motion, twist and turn for long periods of time.
- The position may require some moderate lifting, pulling, pushing and carrying of up to 50 pounds.

Environmental Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job with reasonable accommodations.

- This position is primarily executed indoors. However, it may require contact with outdoor weather at special event activity participation.
- Contact with low noise levels common in an indoor working environment. Moderate noise levels may be experienced during certain activities.



Job Description

Position: Line Cook/Kitchen Assistant

Department: Department of Senior Services

Reports to: Nutrition Program Coordinator

Last Updated: September 2013

Position Summary:

Under the supervision of the Senior Services Nutrition Program Coordinator, this position is responsible for providing direct assistance for daily operations to the Nutrition Program Coordinator. Assists with the preparation and serving of meals to senior residents of Hanover Township that meet required nutritional guidelines. Aids in ensuring meal quality, freshness, and safety. Performs other duties as required for the successful operation of the Department of Senior Services Nutrition Program.

Essential Job Functions:

- Assists in all aspects of the Hanover Township Senior Nutrition program to include taking orders from senior residents, setting tables, serving food, and taking payments as required.
- Prepares high quality meals utilizing standardized recipes while ensuring the use of fresh, quality ingredients and strict adherence to production standards and menu cycles.
- Adheres to sanitation procedures set out by the Illinois Department of Public Health, Cook County, the Village of Bartlett, and the Hanover Township Senior Center in order to maintain a clean and sanitary kitchen environment at all times.
- Performs general housekeeping tasks such as cleaning dishes, sweeping of the kitchen area, and removing trash.
- Notifies the Nutrition Program Coordinator when specific supplies are required.
- Provides assistance with the coordination of internal and external catering activities as instructed.
- Maintains all logs and records as required.
- Conducts regular inventories of all supplies as directed by the Nutrition Program Coordinator.
- Maintains and organizes food stocks in freezers, storage areas, and refrigerators in order to minimize waste.
- Ensures that all food stocks are properly labeled, dated, and appropriately stored.
- Assists in the development of monthly menus meeting required minimum nutrition standards.
- In the absence of the Nutrition Program Coordinator, supervises Nutrition Program volunteers.
- Monitors food temperature to ensure required safety standards are upheld.
- Attends meetings and various training seminars and conferences as required.

Supervisory Responsibilities:

- None.

Other Job Functions:

- Performs all other duties as assigned by the Nutrition Program Coordinator.

Required Knowledge, Skills, and Abilities:

- Ability to work with little direct supervision and effectively prioritize work activities.
- Skill to follow standardized recipes and operate kitchen equipment.
- Knowledge of kitchen equipment and safety procedures.
- Ability to work with mature adults who may have limitations of hearing eyesight, mobility and cognitive impairment.
- Ability to read, comprehend, listen to and follow basic verbal or written instructions and provide appropriate feedback.
- Ability to read, comprehend and/or create routine correspondence and memos using proper spelling, grammar, punctuation and sentence structure.
- Ability to effectively convey information one-on-one or to small groups of employees or customers.
- Ability to maintain effective professional relationships with elected officials, staff, residents and vendors.
- Ability to enjoy the company of mature adults and understand the generational gaps and differences.

Education, Experience, and Computer Skills:

- High School Diploma or General Education Development (GED) equivalent.
- One year of experience in food services related work a plus.
- Must have or be willing to obtain Food Safety and Sanitation Certificate.

Special Requirements:

- Willingness to work occasional evenings and/or weekends as needed.
- Bi-lingual Spanish preferred.

Physical Demands:

The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job with reasonable accommodations.

- Must be able to sit, walk, stand, use fingers in a repetitive motion, twist and turn for long periods of time.
- The position may require some moderate lifting, pulling, pushing and carrying of up to 50 pounds.

Environmental Conditions:

The work environment characteristics described here are representative of those an employee encounters while performing the essential functions of this job with reasonable accommodations.

- This position is primarily executed indoors. However, it may require contact with outdoor weather at special event activity participation.
- Contact with low noise levels common in an indoor working environment. Moderate noise levels may be experienced during certain activities.

Hanover Township
(Located within the State of Illinois)

Comprehensive Annual Financial Report

For the Year Ended March 31, 2013



HANOVER TOWNSHIP

Illinois



**Hanover Township
Comprehensive Annual Financial Report
For the Year Ended March 31, 2013**

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Introductory Section

**Hanover Township
Principal Officials
For the Year Ended March 31, 2013**

Elected Officials

Brian P. McGuire
Supervisor

Katy Dolan Baumer
Clerk

Thomas S. Smogolski
Assessor

P. Craig Ochoa
Highway Commissioner

Frank T. Liquori
Collector

Mary Alice Benoit
William T. Burke
Howard Krick
Sandra Westlund-Deenihan
Trustees

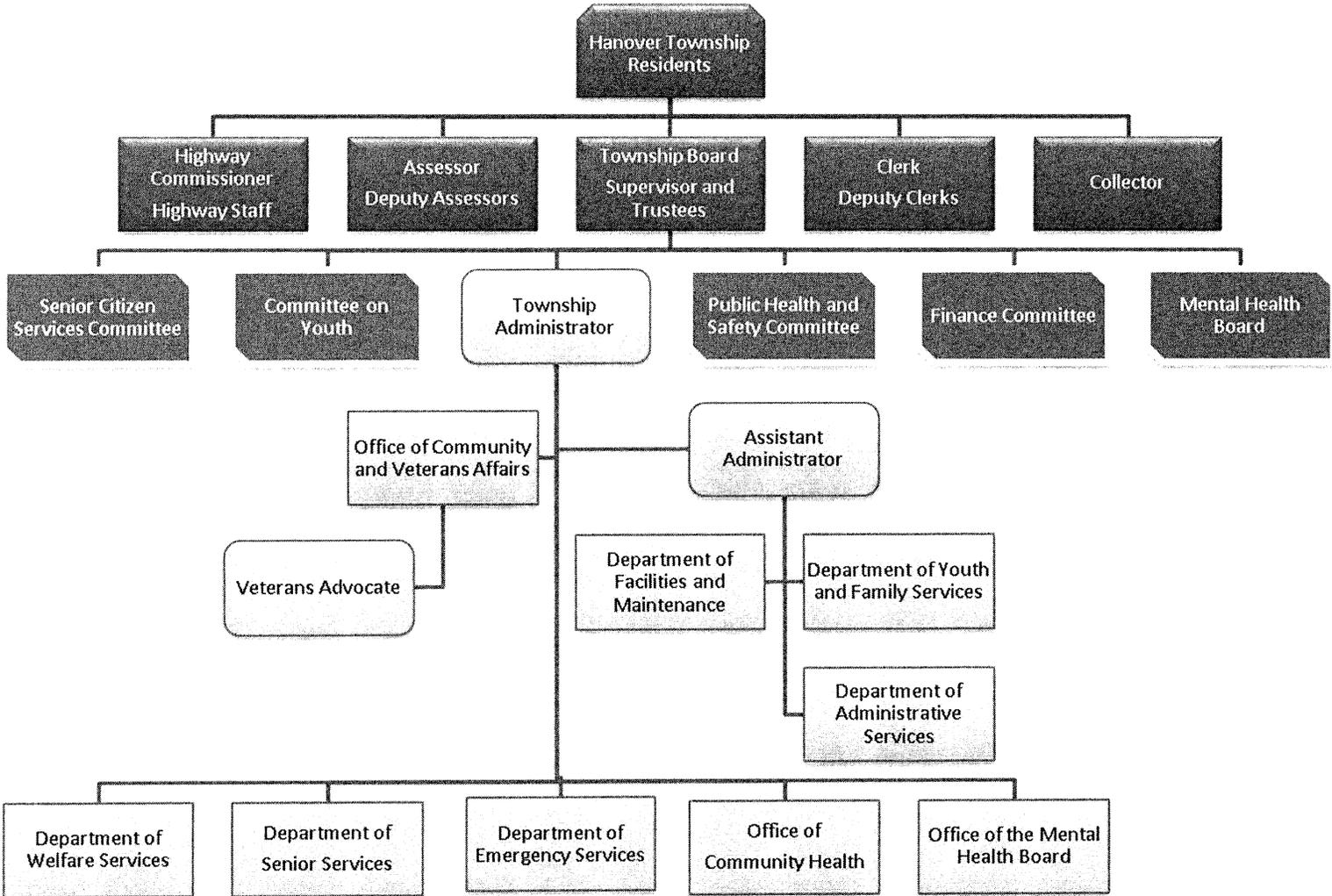
Administrative Staff

James C. Barr
Township Administrator

Katie M. Delaney
Assistant Township Administrator

Thomas Warfield
Management Analyst

**Hanover Township
Organizational Chart
For the Year Ended March 31, 2013**





July 10, 2013

Board of Trustees of
Hanover Township
250 S. Route 59
Bartlett, Illinois 60103

Honorable Trustees:

The Comprehensive Annual Financial Report (CAFR) of the Hanover Township for the fiscal year ending March 31, 2013 is submitted herewith. The report was prepared by the Township's Supervisor, Administrator and accountant. Responsibility for both the accuracy of the presented data and the completeness and fairness of the presentation, including all disclosures, rests with the Hanover Township. We believe the data presented is accurate in all material aspects; that it is presented in a manner designed to fairly set forth the financial position and the results of operations of the Hanover Township as measured by the financial activity of its various funds; and that all disclosures necessary to enable the reader to gain the maximum understanding of the Township's financial affairs have been included.

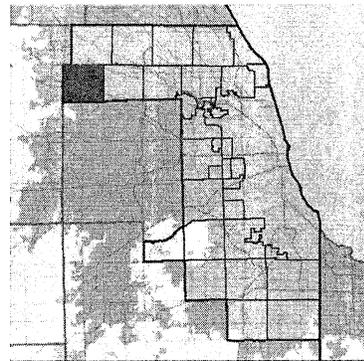
The audit is presented in three sections: introductory, financial and statistical. The introductory section includes this transmittal letter and the Township's organization chart. The financial section includes the Independent Auditor's Report, the Management Discussion & Analysis (MD&A), basic financial statements and schedules for the major and non-major funds. The statistical section includes selected financial and demographic information, generally presented on a multi-year basis.

This letter of transmittal is designed to complement the MD&A which begins on page 3.

The Government Finance Officers Association of the United States and Canada (GFOA) awarded a Certificate of Achievement for Excellence in Financial Reporting to the Hanover Township for its comprehensive annual financial report for the fiscal year ended March 31, 2012. In order to be awarded a Certificate of Achievement, a government must publish an easily readable and efficiently organized comprehensive annual financial report. This report must satisfy both generally accepted accounting principles and applicable legal requirements. A Certificate of Achievement is valid for a period of one year only. We believe our current comprehensive annual financial report continues to meet the Certificate of Achievement Program's requirements and we are submitting it to GFOA to determine its eligibility for another certificate.

This report includes all funds of the Township. Hanover Township houses portions of six communities within its jurisdiction: Streamwood, Bartlett, Hanover Park, Elgin, Schaumburg and Hoffman Estates. The Township is primarily responsible for Human Services not regularly offered by incorporated municipalities.

These Human Services include an office of Community Health, a Senior Center, a Youth and Family Services department with a staff of full time family therapists, a Welfare Services office which administers local, state and federal assistance programs and distributes food to needy residents, a Road District, Mental Health Board, Assessors, Emergency and Veteran's Services, Clerk's Office and various internal support departments.



ECONOMIC CONDITION AND OUTLOOK

Hanover Township is a municipal corporation of the State of Illinois. The Township covers approximately 36 square miles and includes portions of Streamwood, Elgin, Bartlett, Hanover Park, Hoffman Estates and Schaumburg. It is located in Cook County and is approximately 30 miles northwest of downtown Chicago. The Township maintains a total of seven locations in four different municipalities. The Bartlett locations are as follows: Town Hall at 250 S. Route 59, Senior Center at 240 S. Route 59, and Emergency Services Station #1 at 218 Main Street. The Hanover Park location is the Astor Avenue Community Center at 7431 Astor Avenue. The Streamwood location is the Mental Health Board Community Center at 1535 Burgundy Parkway and the Elgin locations are One American Way, Izaak Walton Center and Rosen.

The 2010 Census population of 99,538 for the Township represents a 19.2% increase from the 2000 population of 83,471. The 2010 median home value in the Township is \$217,400 and median household income is \$69,933. Within the Township, potential for future population growth is slowing due to economic factors such as the downturn of the housing market during the past few years. Throughout the last three tax years ('09 through '11), the Township's equalized assessed valuation has decreased by 18.5%.

The Township levies taxes for four agencies. The agencies are the Town of Hanover, General Assistance, Road and Bridge and Mental Health. Within the Town of Hanover are the following funds: Corporate, IMRF, Social Security and Senior Citizens. The annual assessed valuation (EAV) continues to decline from 2009 as shown below.

Tax Year	EAV	Town Tax Rate	General Asst. Tax Rate	Road & Bridge Tax Rate	Mental Health Tax Rate
2008	2,655,449,288	0.158	0.011	0.054	0.033
2009	2,750,959,751	0.154	0.011	0.053	0.033
2010	2,527,513,700	0.161	0.012	0.055	0.035
2011	2,265,103,457	0.202	0.015	0.073	0.044
2012	2,065,428,552	0.229	0.017	0.078	0.050

According to the US Census Bureau, in 2010 the total housing units for the Township amounted to 34,415 with an average household containing three individuals and 40% had children under the age of 18 living with them. Additionally, this contributes to the Township's strong demand for community-based adult and youth services located throughout the area.

MAJOR INITIATIVES/HAPPENINGS FOR THE YEAR

The 2013 Budget for Operations remained fairly static for the year. The Township's operating expenditures were 0.3% under budget. Additionally, the Township was able to transfer monies into the vehicle and capital projects fund in the amount of \$85,000 and \$341,750 respectively. These monies in addition to prior years' reserves funded the following major projects from fiscal year 2013: (1) design and construction of a senior citizen park (2) Astor Avenue renovations and (3) reception/foyer areas of the Administration and Youth and Family Services entrances implemented by Facilities and Maintenance staff. In total these projects accounted for \$279,729 or 94% of the Capital Projects budget.

FUTURE INITIATIVES/FUTURE DIRECTION

The Finance Committee is recommending three main capital projects for Fiscal Year 2014 including improvements to the Izaak Walton property primarily funded by a CDBG grant, reconstruction of the Town Hall parking lot, and a Senior Center solar power and energy efficiency project. Additional funds will be set aside for other projects such as renovations to targeted areas of the Town Hall. Funding will come from grants and transfers from the Town Fund and Senior Fund.

FINANCIAL INFORMATION

Accounting System and Budgetary Control – The Township's records for general governmental operations are maintained on an accrual basis, with the revenues being recorded when earned and expenditures being recorded when the liability is incurred or the economic asset is used.

In developing and maintaining the Township's accounting system, consideration is given to the adequacy of the internal control structure. Internal accounting controls are designed to provide reasonable, but not absolute, assurance regarding: (1) the safeguarding of assets against loss from unauthorized use or disposition; and (2) the reliability of financial records for preparing financial statements and maintaining accountability for assets. The concept of reasonable assurance recognizes that: (1) the cost of a control should not exceed the benefits likely to be derived and (2) the evaluation of costs and benefits requires estimates and judgments by management.

All internal control evaluations occur within the above framework. We believe that the Township's internal accounting controls adequately safeguard assets and provide reasonable assurance of proper recording of financial transactions.

Budgetary control has been established at the individual fund level. Financial reports are produced showing budget and actual expenditures by line item, and are distributed monthly to Township departmental and divisional management and to others upon request.

Individual line items are reviewed and analyzed for budgetary compliance. Personnel expenditures are monitored and controlled at a position level and capital expenditures (items over \$5,000 and having a useful life of more than 1 year) are monitored and controlled item by item. Revenue budgets are reviewed monthly.

Additionally, all expenditures are reviewed by the Supervisor and the Board prior to the release of payments.

Risk Management – The Township participates in the Township Officials of Illinois Risk Management Association (TOIRMA). TOIRMA is an organization of townships/road districts and multi-township assessing districts in Illinois, which have formed an association under Joint Self-Insurance Section of the “Intergovernmental Cooperation Act” (Illinois Compiled Statutes), to pool risk management needs.

The Reporting Entity and its Services – This report includes all of the funds, account groups and activities controlled by the Township.

The Township participates in the Illinois Municipal Retirement Fund and TOIRMA. Those organizations are separate governmental units because (1) they are organized entities, (2) have governmental character and (3) are substantially autonomous. Audited financial statements for these organizations are not included in this report.

However, such statements are available upon request from their respective business offices.

General Government Functions – The reporting period covered by these financial statements encompasses twelve months. Funds are provided for services by taxes, user fees, interest income, grants, donations and miscellaneous sources.

Property taxes are a major source of income for general operations. The Township’s property taxes make up 90% of the total revenue for the major governmental funds.

The assessed valuation of \$2,065,428,552 represents a 9% decrease from the prior fiscal year; as a result, the tax rates for 2012 increased. Assessed valuation and tax rates move in opposite directions.

Allocation of the property tax levy for 2012 and the preceding tax year are as follows (amounts for each \$100 of assessed value).

<u>Purpose</u>	<u>2013</u>	<u>2012</u>
Town of Hanover	0.229	0.202
General Assistance Fund	0.017	0.015
Road and Bridge Fund	0.078	0.073
Mental Health Fund	0.050	0.044
Total Tax Rate	<u>0.374</u>	<u>0.334</u>

The maximum tax rate for the Corporate Fund is .2500. The maximum tax rate for the Senior Services and Mental Health Fund is .1500.

Fixed Assets Additions – As of March 31, 2013 the general fixed assets of the Hanover Township amounted to \$7,921,832. The major category of increase results from buildings of \$967,488 from the donation of the Izaak Walton property mentioned above.

Cash Management – Cash, temporarily idle during the year, is invested in a local bank via a cash management account and certificates of deposit.

It is the Township's policy that all demand deposits and time deposits are secured by pledged collateral with a market value equal to no less than 100% of the deposits less an amount incurred by the FDIC. Evidence of the pledged collateral is maintained by the Accounting Department and at a third party financial institution. Collateral is reviewed monthly to assure the market value of the securities pledged equals or exceeds the related bank balances. Monthly reports are reviewed by the Township's accountant.

All collateral is subject to inspection and audit by the Township's Supervisor and the independent auditors.

Independent Audit – Chapter 50, Section 310/2 of the Illinois Revised Statues requires that Townships secure a licensed public accountant to perform an annual audit of accounts. The firm of Tighe, Kress & Orr, PC has performed the audit for the year ended March 31, 2013. Their unqualified opinion on the general purpose financial statements is presented in this report.

OTHER INFORMATION

Awards & Acknowledgements – The government received the GFOA's Distinguished Budget Presentation Award for its annual budget document dated March 31, 2013. To qualify for the Distinguished Budget Presentation Award, the government's budget document had to be judged proficient as a policy document, a financial plan, an operations guide and a communications device.

The preparation of this report on a timely basis could not have been accomplished without the efficient and dedicated services of the entire staff. Appreciation is expressed to the Township's employees throughout the organization, especially those employees who were instrumental in the successful completion of this report.

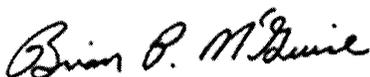
We would like to thank the Hanover Township board and elected officials for their interest and support in planning and conducting the financial operation of the Township in a responsible and progressive manner.

Respectfully submitted,

Brian P. McGuire
Supervisor

James C. Barr
Administrator

James R. Howard
Finance



Financial Section

To the Board of Trustees of
Hanover Township
Hanover, Illinois

Independent Auditor's Report

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of Hanover Township, Bartlett, Illinois as of and for the year ended March 31, 2013, and the related notes to the financial statements, which collectively comprise the Township's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to error or fraud.

Auditor's Responsibility

Our responsibility is to express an opinion on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of Hanover Township, as of March 31, 2013, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and budgetary comparison information on pages 3-8 and 29-35 be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statement in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Hanover Township, Bartlett, Illinois' basic financial statements. The introductory section, combining and individual nonmajor fund financial statements, and the statistical section are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The combining and individual nonmajor fund financial statements are the responsibility of management and were derived from and relate directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the combining and individual nonmajor fund financial statements are fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and statistical sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Elgin, Illinois
July 8, 2013

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

As the Hanover Township (Township) management we offer readers of the Township's Financial statements this narrative overview and analysis of the financial activities of the Township for the fiscal year ended March 31, 2013. The management of the Township encourages the readers of this financial information presented in conjunction with the financial statements to obtain a better understanding of the Township's financial operations.

Financial Highlights

The assets of Hanover Township exceeded its liabilities by \$16,027,524 and \$14,467,854 as of March 31, 2013 and 2012, respectively. The Township's net position increased \$1,559,670 in fiscal year 2013. The majority of this increase is due to the Izaak Walton property gift. The property consists of 11 acres on wooded land that includes a lodge built in the 1940s. The primary use of the property will be for at-risk youth programming with other multi-use programming offered.

Significant budgetary variances included revenues from property taxes, youth services, and miscellaneous revenues. For each of these accounts, the Township collected more than was budgeted as revenues received were greater than anticipated. Legal services was the only expenditure account with a significant budgetary variance. These fees were greater than budgeted due to higher than anticipated legal needs.

During the year the Township received a donation of a building and made payments for building improvements along with reconstructing a parking lot. The Township also entered into a lease for office space during the year. See the notes to the financial statements on page 22-24 for more details.

Overview of the Financial Statements

This discussion and analysis is intended to serve as an introduction to Hanover Township's basic financial statements. The Township's basic financial statements are comprised of three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to the financial statements. In addition to the basic financial statements, this report also contains required supplementary information and additional information.

Government-Wide Financial Analysis

The government-wide financial statements are prepared using the full accrual basis of accounting and are designed to provide readers with a broad overview of Hanover Township's finances, in a manner similar to private-sector businesses.

(See independent auditor's report.)

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

The statement of net position presents financial information on all of Hanover Township's assets and liabilities, with the difference between the two reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the financial position of Hanover Township is improving or deteriorating.

The statement of activities presents information showing how the Township's net position changed during the most recent fiscal year.

Both of the government-wide financial statements distinguish functions of Hanover Township that are principally supported by property taxes and intergovernmental revenues (governmental activities) from other functions that are intended to recover a portion of the costs through user fees and charges.

The governmental activities of Hanover Township include general government, services for youth, seniors, community health, general assistance, mental health, and road and bridge projects.

Fund Financial Statements

All of the funds of Hanover Township are governmental funds. The fund financial statements are prepared using the modified accrual basis of accounting. Unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available at the end of the fiscal year. The fund financial statements report the Township's operations in more detail than the government-wide statements by providing information about the Township's nine funds.

Both the governmental fund balance sheet and the governmental fund statement of revenues, expenditures, and changes in fund balances provide a reconciliation to facilitate this comparison between governmental funds and government-wide activities.

Notes to Financial Statements

The notes provide information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Required Supplementary Information

In addition to the basic financial statements and the accompanying notes, this report also presents certain required supplementary information concerning Hanover Township's progress in funding its obligation to provide pension benefits to its employees. Additionally, required supplementary information regarding a statement of revenues, expenditures, and changes in fund balance – budget vs. actual for each major fund is presented in this section.

(See independent auditor's report.)

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

Financial Analysis

As noted earlier, net assets may serve over time as a useful indicator of a government's financial position. In the case of the Hanover Township, assets exceeded liabilities by \$16,027,524 for the year ended March 31, 2013, which was an increase of \$1,559,670 from prior year. This increase indicates the financial position of the Township has improved during fiscal year 2013.

A portion of the Township's net assets reflects its investment in capital assets of \$7,926,393. The Township uses these capital assets to provide services and consequently these assets are not available to liquidate liabilities or for other spending.

The unrestricted net asset balance of \$3,468,011 at March 31, 2013 is available to fund future Township obligations.

Condensed Statement of Net Position

	<u>March 31, 2013</u>	<u>March 31, 2012</u>
Current and Other Assets	\$ 12,204,720	\$ 11,769,126
Capital Assets, Net of Accumulated Depreciation	<u>7,921,832</u>	<u>6,752,251</u>
Total Assets	<u>20,126,552</u>	<u>18,521,377</u>
Current Liabilities	3,750,098	3,923,856
Non-Current Liabilities	<u>348,930</u>	<u>129,667</u>
Total Liabilities	<u>4,099,028</u>	<u>4,053,523</u>
Net Assets		
Invested in Capital Assets	7,926,393	6,752,251
Restricted	4,633,120	4,625,474
Unrestricted	<u>3,468,011</u>	<u>3,090,129</u>
Total Net Assets	<u>\$ 16,027,524</u>	<u>\$ 14,467,854</u>

(See independent auditor's report.)

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

Condensed Statement of Activites

	For the Year Ended,	
	March 31, 2013	March 31, 2012
Revenues		
Program Revenues		
Charges for Services	\$ 237,397	\$ 161,170
Operatings Grants and Contributions	218,427	546,679
General Revenues		
Property Taxes	6,746,699	8,227,841
State Replacement Taxes	55,745	55,386
Interest Income	18,102	19,271
Other	324,348	176,854
Total Revenues	7,600,718	9,187,201
Expenses		
Program Expenses		
Town	2,634,267	3,198,400
Youth Commission	743,361	772,571
Community relations	90,686	-
Senior Center	1,468,927	1,435,444
Road & Bridge	453,594	491,052
Mental Health	611,430	1,098,471
Home Relief	110,481	177,239
Total Expenses	6,112,746	7,173,177
Change in Net Position	1,487,972	2,014,024
Net Position		
Beginning of Year, as Origanlly Stated	14,467,854	12,453,830
Prior Period Adjustment	71,698	-
Beginning of Year, as Restated	14,539,552	12,453,830
End of Year	\$ 16,027,524	\$ 14,467,854

(See independent auditor's report.)

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

The following is a summary of changes in fund balances for the year ended March 31, 2013:

Governmental Funds	Fund Balance March 31, 2012, Restated	Increase (Decrease)	Fund Balance March 31, 2013
Town	\$ 2,314,071	\$ 215,996	\$ 2,530,067
Senior Services	1,119,287	119,403	1,238,690
Road and Bridge	1,960,854	(143,622)	1,817,232
Mental Health	798,985	12,936	811,921
Capital Projects	458,653	134,552	593,205
General Assistance	602,723	(43,327)	559,396
Illinois Municipal Retirement	136,239	14,802	151,041
Social Security	44,275	10,565	54,840
Vehicle Replacement	639,485	58,745	698,230
	<u>\$ 8,074,572</u>	<u>\$ 380,050</u>	<u>\$ 8,454,622</u>

During the year \$460,750 was transferred from the Town Fund, \$398,208 was transferred from the Road and Bridge Fund, \$210,208 was transferred to the Senior Services Fund, \$85,000 was transferred to the Vehicle Replacement Fund, \$341,750 was transferred to the Capital Projects Fund and \$222,000 was transferred to the Retirement Funds.

Budgetary Highlights

Expenditures in the General Town Fund of \$3,068,723 were under revenues by \$676,746 and were \$7,598 less than the appropriation of \$3,076,321.

Capital Assets

The following is a summary of capital assets, net of accumulated depreciation:

	March 31, 2013	March 31, 2012
Land	\$ 786,041	\$ 633,541
Buildings	5,722,786	4,755,298
Building Improvements	1,643,142	1,408,188
Office Furniture & Equipment	755,516	747,114
Trucks & Equipment	677,075	656,127
Buses	611,019	605,131
Infrastructure	1,584,877	1,325,297
Cost of Capital Assets	11,780,456	10,126,696
Less Accumulated Depreciation	(3,858,624)	(3,374,445)
Net Capital Assets	<u>\$ 7,921,832</u>	<u>\$ 6,752,251</u>

(See independent auditor's report.)

**Hanover Township
Management's Discussion and Analysis
For the Year Ended March 31, 2013**

Description of Current of Expected Conditions

Currently, management is not aware of any changes in conditions that could have a significant effect on the financial position or results of activities of the Township in the near future.

Requests for Information

This financial report is designed to provide a general overview of the Township's finances for all those with an interest in its finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to: Administrator, Hanover Township, 250 S. Route 59, Bartlett, Illinois 60103-1684.

(See independent auditor's report.)

Basic Financial Statements

Hanover Township
Statement of Net Position
March 31, 2013

		<u>Governmental Activities</u>
Assets		
Current Assets:		
Cash and investments	\$	8,720,054
Receivables (net, where applicable of allowances for uncollectibles)		
Taxes		3,482,898
Grants		1,063
Other		705
Total current assets:		<u>12,204,720</u>
Non-Current Assets:		
Capital assets, not being depreciated		786,041
Capital assets, being depreciated (net of accumulated depreciation)		7,135,791
Total non-current assets:		<u>7,921,832</u>
Total Assets		<u>20,126,552</u>
Liabilities		
Current Liabilities:		
Accounts payable		125,362
Accrued payroll		206,986
Unearned revenue		3,417,750
Total current liabilities:		<u>3,750,098</u>
Noncurrent liabilities		
Due within one year		148,820
Due in more than one year		200,110
Total non-current liabilities:		<u>348,930</u>
Total Liabilities		<u>4,099,028</u>
Net Position		
Net position, investment in capital assets		7,926,393
Restricted for		
Senior services		1,238,690
Highways and streets		1,817,232
Mental health		811,921
General assistance		559,396
Retirement benefits		205,881
Unrestricted		<u>3,468,011</u>
Total Net Position	\$	<u><u>16,027,524</u></u>

See accompanying notes to financial statements.

Hanover Township
Statement of Activities
For the Year Ended March 31, 2013

Functions/Programs	Program Revenues				Net Revenue and Changes in Net Position
	Expenses	Charges for Services	Operating Grants and Contributions	Capital Grants and Contributions	
Governmental Activities					
Town	\$ 2,634,267	\$ 60,980	\$ 11,411	\$ 89,050	\$ (2,472,826)
Youth services	743,361	28,408	71,340	-	(643,613)
Community relations	90,686	-	-	-	(90,686)
Home relief	110,481	-	-	-	(110,481)
Highways and streets	453,594	-	-	-	(453,594)
Mental health	611,430	11,500	-	-	(599,930)
Senior center	1,468,927	136,509	17,118	29,508	(1,285,792)
Total Primary Government	\$ 6,112,746	\$ 237,397	\$ 99,869	\$ 118,558	\$ (5,656,922)
General Revenues					
Property taxes					6,746,699
Replacement taxes					55,745
Investment income					18,102
Miscellaneous					324,348
Total General Revenues					7,144,894
Change in Net Position					1,487,972
Net Position, April 1					14,467,854
Prior Period Adjustment					71,698
Net Position, April 1, Restated					14,539,552
Net Position, March 31					\$ 16,027,524

See accompanying notes to financial statements.

Hanover Township
Balance Sheet - Governmental Funds
March 31, 2013

	General (Town)	Senior Services	Road and Bridge	Mental Health	Capital Projects	Nonmajor	Total
Assets							
Cash and investments	\$ 2,700,025	\$ 1,294,522	\$ 1,840,383	\$ 813,002	\$ 592,142	\$ 1,479,980	\$ 8,720,054
Receivables (net)	1,713,966	508,539	410,472	517,967	-	331,954	3,482,898
Taxes	-	-	-	-	1,063	-	1,063
Grants	-	-	705	-	-	-	705
Other	-	-	-	-	-	-	-
Total Assets	<u>\$ 4,413,991</u>	<u>\$ 1,803,061</u>	<u>\$ 2,251,560</u>	<u>\$ 1,330,969</u>	<u>\$ 593,205</u>	<u>\$ 1,811,934</u>	<u>\$ 12,204,720</u>
Liabilities and Fund Balances							
Liabilities							
Accounts payable	\$ 63,083	\$ 26,118	\$ 25,777	\$ 8,563	\$ -	\$ 1,821	\$ 125,362
Accrued payroll	138,687	39,153	6,196	2,135	-	20,815	206,986
Unearned revenue	1,682,154	499,100	402,355	508,350	-	325,791	3,417,750
Total Liabilities	<u>1,883,924</u>	<u>564,371</u>	<u>434,328</u>	<u>519,048</u>	<u>-</u>	<u>348,427</u>	<u>3,750,098</u>
Fund Balances							
Nonspendable	-	-	-	-	-	-	-
Restricted							
Restricted for senior services	-	1,238,690	-	-	-	-	1,238,690
Restricted for highways and streets	-	-	1,817,232	-	-	-	1,817,232
Restricted for mental health	-	-	-	811,921	-	-	811,921
Restricted for general assistance	-	-	-	-	-	559,396	559,396
Restricted for employee retirement	-	-	-	-	-	205,881	205,881
Committed	-	-	-	-	-	-	-
Unrestricted							
Assigned for capital projects	-	-	-	-	593,205	-	593,205
Assigned for vehicle replacement	-	-	-	-	-	698,230	698,230
Unassigned	2,530,067	-	-	-	-	-	2,530,067
Total Fund Balances	<u>2,530,067</u>	<u>1,238,690</u>	<u>1,817,232</u>	<u>811,921</u>	<u>593,205</u>	<u>1,463,507</u>	<u>8,454,622</u>
Total Liabilities and Fund Balances	<u>\$ 4,413,991</u>	<u>\$ 1,803,061</u>	<u>\$ 2,251,560</u>	<u>\$ 1,330,969</u>	<u>\$ 593,205</u>	<u>\$ 1,811,934</u>	<u>\$ 12,204,720</u>

See accompanying notes to financial statements.

Hanover Township
Reconciliation of Fund Balances of Governmental
Funds to the Governmental Activities in
the Statement of Net Position
March 31, 2013

Fund Balances of Governmental Funds	\$ 8,454,622
Amounts reported for governmental activities in the statement of net position are different because:	
Capital assets used in governmental activities are not financial resources and therefore, are not reported in the governmental funds	7,921,831
Compensated absences payable are not due and payable in the current period and therefore, are not reported in governmental funds	<u>(348,929)</u>
Net Position of Governmental Activities	<u>\$ 16,027,524</u>

See accompanying notes to financial statements.

Hanover Township
Statement of Revenues, Expenditures,
and Changes in Fund Balances - Governmental Funds
For the Year Ended March 31, 2013

	General (Town)	Senior Services	Road and Bridge	Mental Health	Capital Projects	Nonmajor	Total
Revenues							
Taxes	\$ 3,320,853	\$ 982,940	\$ 850,210	\$ 1,005,938	\$ -	\$ 642,503	\$ 6,802,444
Program revenue	-	136,509	-	-	-	-	136,509
Donations	-	5,126	-	-	-	-	5,126
Passport fees	60,230	-	-	-	-	-	60,230
Rental income	750	-	-	11,500	-	-	12,250
Youth commission	99,748	-	-	-	-	-	99,748
Intergovernmental	-	41,500	-	-	89,050	11,411	141,961
Investment income	5,597	1,426	7,443	973	-	2,663	18,102
Miscellaneous	258,291	21,858	2,542	11,260	-	30,397	324,348
Total Revenues	3,745,469	1,189,359	860,195	1,029,671	89,050	686,974	7,600,718
Expenditures							
Town	2,032,133	-	-	-	-	716,069	2,748,202
Youth services	789,540	-	-	-	-	-	789,540
Community relations	154,207	-	-	-	-	-	154,207
Home relief	-	-	-	-	-	201,054	201,054
Highways and streets	-	-	590,057	-	-	-	590,057
Mental health	-	-	-	1,016,735	-	-	1,016,735
Senior center	-	1,280,164	-	-	-	-	1,280,164
Capital outlay	92,843	-	15,552	-	296,248	36,066	440,709
Total Expenditures	3,068,723	1,280,164	605,609	1,016,735	296,248	953,189	7,220,668
Excess (Deficiency) of Revenues Over (Under) Expenditures	676,746	(90,805)	254,586	12,936	(207,198)	(266,215)	380,050
Other Financing Sources (Uses)							
Transfers in	-	328,208	-	-	341,750	307,000	976,958
Transfers out	(460,750)	(118,000)	(398,208)	-	-	-	(976,958)
Total Other Financing Sources (Uses)	(460,750)	210,208	(398,208)	-	341,750	307,000	-
Net Change in Fund Balances	215,996	119,403	(143,622)	12,936	134,552	40,785	380,050
Fund Balances, April 1, Restated	2,314,071	1,119,287	1,960,854	798,985	458,653	1,422,722	8,074,572
Fund Balances, March 31	\$ 2,530,067	\$ 1,238,690	\$ 1,817,232	\$ 811,921	\$ 593,205	\$ 1,463,507	\$ 8,454,622

See accompanying notes to financial statements.

Hanover Township
Reconciliation of the Governmental Funds
Statement of Revenues, Expenditures, and Changes
In Fund Balances to the Governmental Activities
In the Statement of Activities
For the Year Ended March 31, 2013

Net Change in Fund Balances - Total Governmental Funds \$ 380,050

Amounts reported for governmental activities in the statement of activities are different because:

Governmental funds report capital outlays as expenditures; however, they are capitalized in the statement of activities 1,660,601

Depreciation expense does not require the use of current financial resources and therefore, are not reported as expenditures in governmental funds (491,021)

The increase in the compensated absences liability is shown as an increase of expense on the statement of activities (61,658)

Changes in Net Position of Governmental Activities \$ 1,487,972

See accompanying notes to financial statements.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies

Hanover Township (the Township) operates under a Board of Trustees form of government and provides the following services: general assistance, road and bridge, assessment of properties, general administrative services, services for youth, seniors, community health, and mental health.

The financial statements of the Township have been prepared in conformity with accounting principles generally accepted in the United States of America, as applied to governmental units (hereinafter referred to as generally accepted accounting principles (GAAP)). The Governmental Accounting Standards Board (GASB) is the accepted standard-setting body for establishing governmental accounting and financial reporting principles. The more significant of the Township's accounting policies are described below.

Reporting Entity

The Township is a municipal corporation governed by an elected board. As required by GAAP, these financial statements present the Township (the primary government). At March 31, 2013, there were no entities that would be considered a component unit of the Township. Also, the Township is not considered a component unit of any other governmental entity.

Basis of Presentation – Fund Accounting

The accounts of the Township are organized on the basis of funds, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts that comprise its assets, liabilities, fund balances, revenues and expenditures or expenses as appropriate. Government resources are allocated to and accounted for in individual funds based on the purposes for which they are to be spent and the means by which spending activities are controlled. Funds are classified into the following category: governmental.

Governmental funds are used to account for all or most of the Township's general activities, including the collection and disbursement of restricted or committed monies (special revenue funds), the funds committed, restricted or assigned for the acquisition or construction of capital assets (capital projects funds) and the funds committed, restricted or assigned for the servicing of long-term debt (debt service funds). The General (Town) Fund is used to account for all activities of the Township not accounted for in some other fund.

Government-Wide and Fund Financial Statements

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all activities of the Township. The effect of material interfund activity has been eliminated from these statements. Governmental activities, which normally are supported by taxes and intergovernmental revenues, are reported separately from business-type activities (if any), which rely to a significant extent on fees and charges for support.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies (continued)

The statement of activities demonstrates the degree to which the direct expenses of a given function, segment, or program are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

The Township reports the following major governmental funds:

General (Town) Fund – The General (Town) Fund accounts for the resources traditionally associated with the Township’s operations that are not required legally or by sound financial management to be accounted for in another fund.

Senior Services Fund – The Senior Services Fund (special revenue) accounts for revenues restricted for services and programs for seniors. Major sources of revenue include property taxes, grants, and program income.

Road and Bridge Fund – The Road and Bridge Fund (special revenue) accounts for revenues restricted to finance the maintenance and construction of the Township’s roads and bridges. Major sources of revenue include property taxes, replacement taxes, and permits and fees income.

Mental Health Fund – The Mental Health Fund (special revenue) accounts for revenues restricted for services and programs in the areas of mental health, developmental disabilities and alcohol and substance abuse. Major sources of revenue include property taxes, replacement taxes, rental income, and program revenue.

Capital Projects Fund – The Capital Projects Fund accounts for revenues assigned for the acquisition and/or construction of capital assets.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies (continued)

Measurement Focus, Basis of Accounting and Basis of Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred. Property taxes are recognized as revenues in the year for which they are levied (i.e., intended to finance). Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Under the modified accrual basis of accounting, revenues are recorded when susceptible to accrual (i.e., both 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 be used to pay liabilities of the current period. The Township considers revenues to be available if they are collected within 60 days of the end of the current fiscal year. Expenditures are recorded when the related fund liability is incurred.

Those revenues susceptible to accrual are property taxes, interest revenue charges for services. Donations are not susceptible to accrual because generally they are not measurable until received in cash.

The Township reports unearned revenue on its financial statements. Unearned revenues arise when a potential revenue does not meet both the measurable and available or earned criteria for recognition in the current period. Unearned revenues also arise when resources are received by the Township before it has a legal claim to them as when grant monies are received prior to the incurrence of qualifying expenditures. In subsequent periods, when both revenue recognition criteria are met or when the Township has a legal claim to the resources, the liability for unearned revenue is removed from the financial statements and revenue is recognized.

Cash and Investments

Cash consists of demand deposits. Investments are stated at fair value, except for nonnegotiable certificates of deposit and investments with a maturity of less than one year at date of purchase which are stated at cost.

Capital Assets

Capital assets, which include property, plant, equipment and certain intangible assets are reported in the applicable governmental activities columns in the government-wide financial statements. Capital assets are defined by the Township as assets with an estimated useful life in excess of one year and an initial individual cost of more than \$2,500. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair value at the date of donation.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies (continued)

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed. Property, plant and equipment are depreciated using the straight-line method over the following estimated useful lives:

<u>Asset</u>	<u>Years</u>
Buildings	30
Building improvements	5-20
Vehicles	7-20
Infrastructure	7-20
Furniture and equipment	5-10

Prepaid Items/Expenses

Payments made to vendors for services that will benefit periods beyond the date of this report are recorded as prepaid items/expenses.

Compensated Absences

Vested or accumulated vacation and sick leave are reported as an expenditure and a fund liability of the governmental fund that will pay out once retirement or separation has occurred. Vested or accumulated vacation and sick leave of governmental activities are recorded as an expense and liability as the benefits accrue to employees.

Interfund Transactions

Interfund services are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are property applicable to another fund are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed.

All other interfund transactions, except interfund services and reimbursements, are reported as transfers.

Long-Term Obligations

In the government-wide financial statements long-term debt and other long-term obligations are reported as liabilities in the applicable governmental activities. Bond premiums and discounts, as well as issuance costs and gains (losses) on refunding's, are deferred and amortized over the life of the bonds.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies (continued)

Bonds payable are reported net of the applicable bond premium or discount. Bond issuance costs are reported as deferred charges and amortized over the term of the related debt.

In the fund financial statements, governmental funds recognize bond premiums and discounts, as well as bond issuance costs, during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses. Issuance costs, whether or not withheld from the actual debt proceeds received are reported as expenditures.

Fund Balances/Net Position

In the fund financial statements, governmental funds report nonspendable fund balance for amounts that are either not in spendable form or legally or contractually required to be maintained intact. Restrictions of fund balance are reported for amounts constrained by legal restrictions from outside parties for use for a specific purpose, or externally imposed by outside entities. None of the restricted fund balance result from enabling legislation adopted by the Township. Committed fund balance is constrained by legal restrictions from outside parties for use for a specific purpose or externally imposed by outside entities. None of the restricted fund balance result from enabling legislation adopted by the Township. Committed fund balance is constrained by formal actions of the Township's Board of Trustees, which is considered the Township's highest level of decision making authority. Formal actions include resolutions and ordinances approved by the Board. Formal action is required to be taken to establish, modify, or rescind a fund balance commitment. Assigned fund balance represents amounts constrained by the Township's intent to use them for a specific purpose. The authority to assign fund balance has been delegated to the Supervisor through the budget process and approved fund balance policy of the Township. Any residual fund balance in the General Fund is reported as unassigned.

The Township's flow of funds assumption prescribes that the funds with the highest level of constraint are expended first. If restricted or unrestricted funds are available for spending, the restricted funds are spent first. Additionally, if different levels of unrestricted funds are available for spending, the Township considers committed funds to be expended first followed by assigned and then unassigned funds.

Accounting Estimates

The preparation of financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statement and the reported amounts of revenues and expenditures/expenses during the reporting period. Actual results could differ from those estimates.

**Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013**

Note 2 – Deposits and Investments

The Township’s investment policy authorizes the Township to invest in all investments allowed by Illinois Compiled Statutes (ILCS). These include deposits/investments in insured commercial banks, savings and loan institutions, obligations of the U.S. Treasury and U.S. agencies, insured credit union shares, money market mutual funds with portfolios of securities issued or guaranteed by the United States or agreements to repurchase these same obligations, repurchase agreements, short-term commercial paper rated within the three highest classifications by at least two standard rating services, Illinois Funds (created by the Illinois State Legislature under the control of the State Comptroller that maintains a \$1 per share value which is equal to the participants fair value), and the Illinois Metropolitan Investment Fund (IMET), a not-for-profit investment trust formed pursuant to the Illinois Municipal Code and managed by a Board of Trustees elected from the participating members. IMET is not registered with the SEC as an investment company. Investments in IMET are valued at IMET’s share price, the price for which the investment could be sold. The Township’s investment policy does limit its deposits to financial institutions that are members of the FDIC system and are capable of posting collateral for amounts in excess of FDIC insurance.

It is the policy of the Township to invest its funds in a manner which will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the Township and conforming to all state and local statutes governing the investment of public funds, using the “prudent person” standard for managing the overall portfolio. The primary objectives of the policy are, in order of priority, legality, safety of principal, liquidity and rate of return.

Deposits with Financial Institutions

Custodial credit risk for deposits with financial institutions is the risk that in the event of bank failure, the Township’s deposits may not be returned to it. The Township’s investment policy requires pledging of collateral for all bank balances in excess of federal depository insurance, at an amount not less than 110% of the fair market value of the funds secured, with the collateral held by the Township, an independent third party, or the Federal Reserve Bank of Chicago. As of March 31, 2013, the Township had \$7,116,833.96 in pledged securities. All of the Township’s deposits at financial institutions are collateralized or insured, but only at 107% of fair market value, which is not in accordance with the Township’s investment policy.

Investments

The following table presents the investments and maturities of the Township’s debt securities as of March 31, 2013:

Investment Type	Fair Value	Investment Maturities in Years			
		Less than 1	1-5	6-10	Greater than 10
Negotiable CDs	\$ 1,967,572	\$ 1,967,572	\$ -	\$ -	\$ -
Total	\$ 1,967,572	\$ 1,967,572	\$ -	\$ -	\$ -

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 2 – Deposits and Investments (continued)

Interest rate risk is the risk that changes in interest rates will adversely affect the fair value of an investment. In accordance with its investment policy, the Township limits its exposure to interest rate risk by structuring the portfolio to provide liquidity for short and long-term cash flow needs while providing a reasonable rate of return based on the current market.

Credit risk is the risk that the issuer of a debt security will not pay its par value upon maturity. The Township limits its exposure to credit risk by requiring investments primarily in negotiable CDs. The negotiable CDs are not rated.

Custodial credit risk for investments is the risk that, in the event of the failure of the counterparty to the investment, the Township will not be able to recover the value of its investments that are in possession of an outside party. To limit its exposure, the Township's investment policy requires all security transactions that are exposed to custodial credit risk to be processed on a delivery versus payment (DVP) basis with the underlying investments held by an independent third party custodian and evidenced by safekeeping receipts and a written custodial agreement.

Concentration of credit risk is the risk that the Township has a high percentage of its investments invested in one type of investment. The Township's investment policy requires diversification of investments to avoid unreasonable risk. No financial institution shall hold more than 33% of the Township's investment portfolio, exclusive of any securities held in safekeeping.

Note 3 – Receivables – Taxes

Property taxes for 2012 attach as an enforceable lien on January 1, 2012, on property values assessed as of the same date. Taxes are levied by December of the subsequent fiscal year (by passage of a Tax Levy Ordinance). Tax bills are prepared by the County and issued on or about February 1, 2013 and are payable in two installments, on or about March 1, 2013 and October 1, 2013. The County collects such taxes and remits them periodically. The allowance for uncollectible taxes has been stated at 0.5% of the tax levy to reflect actual collection experience. Property tax receivable balances in the financial statements appear net of this allowance.

The 2013 tax levy, which attached as an enforceable lien on property as of January 1, 2013, has not been recorded as a receivable as of March 31, 2013 as the tax has not yet been levied by the Township and will not be levied until December 2013 and, therefore, the levy is not measurable at March 31, 2013.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 4 – Capital Assets

Capital asset activity for the year ended March 31, 2013 was as follows:

	Balance, <u>April 1</u>	<u>Increases</u>	<u>Decreases</u>	Balance, <u>March 31</u>
Governmental Activities				
Capital assets not being depreciated				
Land	\$ 633,541	\$ 152,500	\$ -	\$ 786,041
Total capital assets not being depreciated	<u>633,541</u>	<u>152,500</u>	<u>-</u>	<u>786,041</u>
Capital assets being depreciated				
Buildings	4,755,298	967,488	-	5,722,786
Building improvements	1,408,189	234,953	-	1,643,142
Office furniture and equipment	747,114	19,805	(11,403)	755,516
Trucks and equipment	652,127	24,948	-	677,075
Buses	605,131	5,888	-	611,019
Infrastructure	<u>1,325,297</u>	<u>259,580</u>	<u>-</u>	<u>1,584,877</u>
Total capital assets being depreciated	<u>9,493,156</u>	<u>1,512,662</u>	<u>(11,403)</u>	<u>10,994,415</u>
Less accumulated depreciation for				
Buildings	1,295,695	158,592	-	1,454,287
Building improvements	345,418	81,455	-	426,873
Office furniture and equipment	586,305	44,460	(6,842)	623,923
Trucks and equipment	454,156	40,457	-	494,613
Buses	404,547	41,185	-	445,732
Infrastructure	<u>288,325</u>	<u>124,871</u>	<u>-</u>	<u>413,196</u>
Total accumulated depreciation	<u>3,374,446</u>	<u>491,020</u>	<u>(6,842)</u>	<u>3,858,624</u>
Total capital assets being depreciated, net	<u>6,118,710</u>	<u>1,021,642</u>	<u>(4,561)</u>	<u>7,135,791</u>
Governmental Activities				
Capital Assets, Net	<u>\$ 6,752,251</u>	<u>\$ 1,174,142</u>	<u>\$ (4,561)</u>	<u>\$ 7,921,832</u>

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 4 – Capital Assets (continued)

Depreciation expense was charged to functions/programs of the primary government as follows:

Governmental Activities	Depreciation
Town	\$ 218,440
Highways and Streets	111,663
Mental Health	3,692
Senior Center	157,225
Total Governmental Activities	\$ 491,020

Note 5 – Risk Management

The Township is exposed to various risks of loss related to torts; theft of, damage to, and destruction of assets; errors and omissions; injuries to employees; employees' health; and natural disasters.

The Township purchases commercial insurance to cover all risks. The amount of coverage has not decreased and the amount of settlements has not exceeded commercial insurance coverage for the past three fiscal years.

Note 6 – Long-Term Debt

The compensated absences currently outstanding are as follows:

	Fund Debt Retired by	Balance, April 1	Additions	Reductions	Balance, March 31	Due Within One Year
Compensated absences	General	\$ 287,271	\$ 238,151	\$ 176,492	\$ 348,930	\$ 148,820
Total		\$ 287,271	\$ 238,151	\$ 176,492	\$ 348,930	\$ 148,820

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 7 – Lease Commitments

During December 2011, the Township entered into a two year lease agreement for office space located at One American Way, Elgin, Illinois with a related party. The lease requires a monthly rental payment of \$2,181. The expense for the year ended March 31, 2013 was \$20,000.

During December 2011, the Township entered into an agreement to lease buses at a rate of \$100 per month per vehicle. The agreement can be changed by either party with 30 days written notice. This is treated as a monthly expense and is not figured into the below future minimum operating lease amounts.

The following is a schedule of future minimum lease payments (FMLP) required in the above leases as of March 31, 2013:

<u>March 31,</u>	<u>FMLP</u>
2014	\$ 19,629
2015	-
2016	-
2017	-
2018	-
Thereafter	\$ -
Total	<u><u>19,629</u></u>

Note 8 – License Revenue

The Township has entered into non-exclusive license agreements during the year. Agency licensees take part in a network to promote a comprehensive approach to the betterment of each client along with other license agencies. Licensees are granted use of space and other resources for their fee.

The following is a schedule of future minimum license revenues (FMLR) required from these agreements as of March 31, 2013:

<u>March 31,</u>	<u>FMLR</u>
2014	\$ 8,100
2015	-
2016	-
2017	-
2018	-
Thereafter	-
Total	<u><u>\$ 8,100</u></u>

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 9 – Related Party

The Township is a related party with regards to its rental payments and license revenue. One of the agencies that licenses with the Township also rents from the Township. See Notes 7 and 8 for more details on leases and licenses, respectively.

Note 10 – Motor Fuel Tax Funds

Every year the Township receives an allotment of Motor Fuel Tax (MFT) money from the State of Illinois. This money is disbursed by the state to Cook County where it is held for pending projects approved by the Hanover Township’s Highway Commissioner. When the projects are approved by management, payment and account for the projects are done through Cook County. These funds are not reflected in the financial statements of the Township.

Note 11 – Interfund Activity

Transfers In (Out)

Individual fund transfers are as follows:

	Transfers In	Transfers Out
General (Town)	\$ -	\$ 460,750
Senior Services	328,208	118,000
Road and Bridge	-	398,208
Capital Projects	341,750	-
Nonmajor Governmental	307,000	-
Total	\$ 976,958	\$ 976,958

The purpose of significant transfers during the year is as follows:

\$223,750 transferred from the General (Town) to the Capital projects fund and \$237,000 transferred from the General (Town) Fund to the nonmajor governmental funds was to use unrestricted revenues collected in the Town fund to finance various programs accounted for in other funds in accordance with budgetary authorizations. \$328,208 transferred from the Road and Bridge Fund to the Senior Services Fund was to be spent for direct costs of senior citizen transportation programs pursuant to 605 ILCS 5/6-131, 60 ILCS 1/85-13 and ILCS 1/220-10. \$70,000 transferred from the Road and Bridge Fund to the nonmajor governmental funds was to be spent for direct costs of senior citizen transportation. \$118,000 transferred from the Senior Services Fund to the Capital Projects Fund to finance capital projects.

**Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013**

Note 12 – Expenditures Over Budget

For the year ending March 31, 2013, some line-item expenditures exceeded appropriations. In the General (Town) Fund, expenditures for legal services exceeded appropriations by \$55,341. This was due to higher than anticipated legal needs.

Note 13 – Retirement Fund Commitments

Illinois Municipal Retirement Fund

Plan Description

The Township’s defined benefit pension plan for Regular employees provides retirement and disability benefits, post retirement increases, and death benefits to plan members and beneficiaries. The Township’s plan is affiliated with the Illinois Municipal Retirement Fund (IMRF), an agent multiple-employer plan. Benefit provisions are established by statute and may only be changed by the General Assembly of the State of Illinois. IMRF issues a publicly available financial report that includes financial statements and required supplementary information. That report may be obtained on-line at www.imrf.org.

Funding Policy

As set by statute, the Township’s Regular plan members are required to contribute 4.50% of their annual covered salary. The statute requires the Township to contribute the amount necessary, in addition to member contributions, to finance the retirement coverage of its own employees. The Township’s annual required contribution rate for calendar year 2012 was 11.40%. The Township also contributes for disability benefits, death benefits and supplemental retirement benefits, all of which are pooled at the IMRF level. Contribution rates for disability and death benefits are set by the IMRF Board of Trustees, while the supplemental retirement benefits rate is set by statute.

Annual Pension Cost

The required contribution for calendar year 2012 was \$316,449.

<u>Fiscal Year</u>	<u>Annual Pension Cost (APC)</u>	<u>Percentage of APC Contributed</u>	<u>Net Pension Obligation (NPO)</u>
2012	\$ 316,449	100.00%	\$ -
2011	301,834	100.00%	-
2010	299,510	95.00%	14,976

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 13 – Retirement Fund Commitments (continued)

The required contribution for 2012 was determined as part of the December 31, 2010, actuarial valuation using the entry age normal actuarial cost method. The actuarial assumptions at December 31, 2010 included (a) 7.5% investment rate of return (net of administrative and direct investment expenses), (b) projected salary increases of 4.00% per year, attributable to inflation, (c) additional projected salary increases ranging from 0.4% to 10% per year depending on age and service, attributable to seniority/merit, and (d) post retirement benefit increases of 3% annually. The actuarial value of the Township's Regular plan assets was determined using techniques that spread the effects of short-term volatility in the market value of investments over a five-year period with a 20% corridor between the actuarial and market value of assets. The Township's Regular plan's unfunded actuarial accrued liability at December 31, 2010 is being amortized as a level percentage of projected payroll on an open 30 year basis.

Funded Status and Funding Progress

As of December 31, 2012, the most recent actuarial valuation date, the Regular plan was 75.92 percent funded. The actuarial accrued liability for benefits was \$3,994,441 and the actuarial value of assets was \$3,032,645, resulting in an underfunded actuarial accrued liability (UAAL) of \$961,796. The covered payroll for calendar year 2012 (annual payroll of active employees covered by the plan) was \$2,775,871 and the ratio of the UAAL to the covered payroll was 35 percent.

The schedule of funding progress, presented as RSI following the notes to the financial statements, presents multiyear trend information about whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liability for benefits.

Note 14 – Other Postemployment Benefits

The Township has evaluated its potential other postemployment benefits liability. The Township provides continued health insurance coverage at the active employer rate to all eligible employees in accordance with Illinois statutes, which creates an implicit subsidy of retiree health insurance. Former employees who choose to retain their rights to health insurance through the Township are required to pay 100% of the current premium.

Two former employees have chosen to stay in the Township's health insurance plan; however, the Township has deemed the effect of their participation to be immaterial and believes that the implicit subsidy would not have a material impact on the financial statements taken as a whole. Additionally, the Township had no former employees for which the Township was providing an explicit subsidy and no current employees with agreements for future explicit subsidies upon retirement. Therefore, the Township has not recorded any postemployment benefit liability as of March 31, 2013.

Hanover Township
Notes to Financial Statements
For the Year Ended March 31, 2013

Note 15 – Prior Period Adjustments

The Township has restated net position as of April 1, 2012 as follows:

	Governmental Activities
Net Position, April 1	
As previously reported	\$ <u>14,467,854</u>
Restatements	
Recognize revenue in proper period	<u>71,698</u>
Net Position, April 1	
As restated	\$ <u><u>14,539,552</u></u>

The Township has restated fund balances as of April 1, 2012 as follows:

	Fund Balance As Previously Reported	Recognize Revenue In The Proper Period	Fund Balance As Restated
General (Town)	\$ 2,279,262	\$ 34,809	\$ 2,314,071
Senior Services	1,108,974	10,313	1,119,287
Road and Bridge	1,951,692	9,162	1,960,854
Mental Health	788,399	10,586	798,985
Capital Projects	458,653	-	458,653
General Assistance	599,044	3,679	602,723
Illinois Municipal Retirement	134,499	1,740	136,239
Social Security	42,866	1,409	44,275
Vehicle Replacement	639,485	-	639,485
Total Fund Balances	\$ <u><u>8,002,874</u></u>	\$ <u><u>71,698</u></u>	\$ <u><u>8,074,572</u></u>

Note 16 – Date of Management’s Review

Subsequent events have been evaluated through the date of this report. It was concluded that there are no subsequent events required to be disclosed.

Required Supplementary Information

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
General (Town) Fund
For the Year Ended March 31, 2013

	Original and Final Budget	Actual
Revenues		
Property taxes	\$ 3,197,420	\$ 3,294,777
State replacement taxes	26,500	26,076
Investment income	10,000	5,597
Passport fees	41,250	60,230
Rental income	500	750
Youth Commission	64,700	99,748
Miscellaneous	13,701	258,291
Total revenues	3,354,071	3,745,469
Expenditures		
Current		
Town	2,000,920	2,032,133
Youth services	848,251	789,540
Health assessor	137,150	154,207
Capital outlay	90,000	92,843
Total expenditures	3,076,321	3,068,723
Excess (Deficiency) of Revenues Over Expenditures	277,750	676,746
Other Financing Sources (Uses)		
Transfers in	-	-
Transfers (out)	(460,750)	(460,750)
Total other financing sources (uses)	(460,750)	(460,750)
Net Change in Fund Balance	\$ (183,000)	215,996
Fund Balance, April 1, Restated		2,314,071
Fund Balance, March 31		\$ 2,530,067

(The accompanying notes are an integral part of the financial statements.)

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Senior Services Fund
For the Year Ended March 31, 2013

	Original and Final Budget	Actual
Revenues		
Property taxes	\$ 955,185	\$ 982,940
Program revenue	71,000	136,509
Donations	2,000	5,126
Intergovernmental	42,730	41,500
Investment income	1,500	1,426
Miscellaneous	29,650	21,858
 Total revenues	 1,102,065	 1,189,359
 Expenditures		
Senior center		
Administration	700,600	613,318
Senior health	75,528	62,604
Social services	165,145	186,430
Transportation	470,500	417,812
 Total expenditures	 1,411,773	 1,280,164
 Excess (Deficiency) of Revenues Over Expenditures	 (309,708)	 (90,805)
 Other Financing Sources (Uses)		
Transfers in	328,208	328,208
Transfers (out)	(118,000)	(118,000)
 Total other financing sources (uses)	 210,208	 210,208
 Net Change in Fund Balance	 \$ (99,500)	 119,403
 Fund Balance, April 1, Restated		 1,119,287
 Fund Balance, March 31		 \$ 1,238,690

(The accompanying notes are an integral part of the financial statements.)

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Road and Bridge Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Taxes		
Property taxes	\$ 792,375	\$ 829,456
Replacement taxes	16,000	20,754
Investment income	15,000	7,443
Miscellaneous	<u>2,350</u>	<u>2,542</u>
Total revenues	<u>825,725</u>	<u>860,195</u>
Expenditures		
Highway and street maintenance		
Maintenance of roads	946,824	488,862
Administration	<u>155,211</u>	<u>101,195</u>
Total highway and street maintenance	<u>1,102,035</u>	<u>590,057</u>
Capital outlay	1,127,205	15,552
Total expenditures	<u>2,229,240</u>	<u>605,609</u>
Excess (Deficiency) of Revenues Over Expenditures	<u>(1,403,515)</u>	<u>254,586</u>
Other Financing Sources (Uses)		
Transfers (out)	<u>(398,208)</u>	<u>(398,208)</u>
Total other financing sources (uses)	<u>(398,208)</u>	<u>(398,208)</u>
Net Change in Fund Balance	<u>\$ (1,801,723)</u>	(143,622)
Fund Balance, April 1, Restated		<u>1,960,854</u>
Fund Balance, March 31		<u>\$ 1,817,232</u>

(The accompanying notes are an integral part of the financial statements.)

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Mental Health Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Taxes		
Property taxes	\$ 952,300	\$ 999,080
Replacement taxes	15,000	6,858
Investment income	2,000	973
Rental income	10,000	11,500
Miscellaneous	<u>18,100</u>	<u>11,260</u>
Total revenues	<u>997,400</u>	<u>1,029,671</u>
Expenditures		
Mental Health		
Service contracts/grants by agency	1,000,000	904,461
Administration occupancy expenses	99,400	84,428
Building occupancy expenses	<u>86,500</u>	<u>27,846</u>
Total expenditures	<u>1,185,900</u>	<u>1,016,735</u>
Net Change in Fund Balance	\$ <u><u>(188,500)</u></u>	12,936
Fund Balance, April 1, Restated		<u>798,985</u>
Fund Balance, March 31		\$ <u><u>811,921</u></u>

(The accompanying notes are an integral part of the financial statements.)

Hanover Township
Schedule of Funding Progress
Illinois Municipal Retirement Fund
For the Year Ended March 31, 2013

Actuarial Valuation Date December 31	(1) Actuarial Value of Plan Assets	(2) Actuarial Accrued Liability (AAL) Entry-Age	(3) Funded Ratio (1) / (2)	(4) Unfunded (Overfunded) AAL (UAAL) (OAAL) (2) - (1)	(5) Annual Covered Payroll	(6) UAAL as a Percentage of Covered Payroll (4) / (5)
2007	\$ 2,030,203	\$ 2,579,133	78.72%	\$ 548,930	\$ 1,982,402	27.69%
2008	1,309,058	2,586,072	50.62%	1,277,014	2,372,847	53.82%
2009	1,694,343	2,791,697	60.69%	1,097,354	2,435,120	45.06%
2010	2,099,835	3,180,181	66.03%	1,080,346	2,525,381	42.78%
2011	2,441,503	3,525,011	69.26%	1,083,508	2,615,543	41.43%
2012	3,032,645	3,994,441	75.92%	961,796	2,775,871	34.65%

Information for years preceding December 31, 2007 is not available.

(The accompanying notes are an integral part of the financial statements.)

**Hanover Township
Schedule of Employer Contributions
Illinois Municipal Retirement Fund
For the Year Ended March 31, 2013**

<u>Fiscal Year</u>	<u>Employer Contributions</u>	<u>Annual Required Contribution (ARC)</u>	<u>Percentage Contributed</u>
2008	\$ 207,287	\$ 207,287	100.00%
2009	259,950	259,950	100.00%
2010	257,520	257,520	100.00%
2011	288,557	288,557	100.00%
2012	314,722	314,722	100.00%
2013	316,449	316,449	100.00%

Information for fiscal years preceding March 31, 2008 is not available.

(The accompanying notes are an integral part of the financial statements.)

Hanover Township
Notes to Required Supplementary Information
For the Year Ended March 31, 2013

Note 1 – Summary of Significant Accounting Policies

Budgets are adopted on a basis consistent with GAAP. Annual appropriated budgets are adopted (at the fund level) for the general, special revenue, and capital projects funds. The annual appropriated budget is legally enacted and provides for a legal level of control at the fund level. All annual appropriations lapse at fiscal year end.

The budget is prepared by fund, function, and activity, and includes information on the past year, current year estimates, and requested appropriations for the next fiscal year.

The proposed budget is presented to the governing body for review. The governing body holds public hearings and may add to, subtract from, or change appropriations, but may not change the form of the budget.

The budget may be amended by the governing body.

Expenditures may not legally exceed budgeted appropriations at the fund level. During the year, no funds exceeded the legal level of control.

Combining and Individual Fund Financial Statements and Schedules

Hanover Township
Schedule of Expenditures - Budget and Actual
General (Town) Fund
For the Year Ended March 31, 2013

	Original and Final Budget	Actual
Town		
Compensation of officials	\$ 98,802	\$ 98,953
Town Hall Administration		
Collector's office	1	-
Community affairs	5,000	15,594
Consulting	10,000	7,055
Education and training	18,000	14,233
Emergency contingency fund	55,000	83,625
Facility lease	20,000	20,000
Financial administration	59,160	59,440
Memberships, subscriptions, and publications	8,000	8,573
Miscellaneous	10,000	9,684
Office supplies	5,500	4,736
Postage	2,750	2,564
Pre-employment charges	750	2,598
Town Office salaries	35,327	36,784
Community Center salaries	250,000	262,099
Printing	3,250	5,011
Committee on youth	3,300	2,921
Environmental sustainability	1,500	1,534
Travel expenses	4,000	3,179
Utilities	7,500	6,675
Total town hall administration	499,038	546,305
Town Hall		
Equipment rental	2,400	2,219
Internet access	1,800	1,426
Telephone	25,000	27,194
Utilities	21,000	14,307
Total town hall	50,200	45,146
Legal and Audit		
Auditing	13,000	10,650
Legal services	65,000	120,341
Total legal and audit	78,000	130,991
Insurance and Employee Benefits		
Dental, vision, and life insurance	36,900	27,583
Employee assistance program	1,600	1,451
Employee wellness	8,000	5,692
Flex Plan	800	1,403
General insurance	70,000	67,969

(Continued)

Hanover Township
Schedule of Expenditures - Budget and Actual (Continued)
General (Town) Fund
For the Year Ended March 31, 2013

	Original and Final Budget	Actual
Town (Continued)		
Insurance and employee benefits (Continued)		
Health insurance	\$ 250,954	\$ 259,338
Health insurance waiver	38,400	28,000
Health savings account	6,000	3,750
Unemployment compensation	26,400	63,817
Total insurance and employee benefits	439,054	459,003
 Veteran's Affairs		
Salaries	20,000	15,804
Travel expense	100	-
Supplies	100	95
Total veteran's affairs	20,200	15,899
 Assessor's Office		
Dues, subscriptions, and publications	2,866	1,871
Equipment maintenance	1,543	550
Equipment purchases	1,838	2,200
Equipment rental	1,082	70
Miscellaneous	1,200	1,152
Newsletter/pamphlets/commercial video	1,299	-
Office supplies	4,674	3,895
Printing	772	992
Professional services	1,170	-
Salaries	124,278	121,501
Training	3,341	1,295
Travel expense	3,018	1,243
Total assessor's office	147,081	134,769
 Town Facilities and Maintenance		
Building contracts	13,500	8,275
Building maintenance - Elgin	1,300	109
Building maintenance - Astor	2,183	2,134
Building maintenance - Senior	12,500	15,877
Building maintenance -Town	11,500	4,781
Cell phone/communications	2,000	1,805
Education and training	900	641
Equipment maintenance - Elgin	500	-
Equipment maintenance - Astor	1,350	892
Equipment maintenance - Senior	13,500	10,192
Equipment maintenance - Town	13,775	11,792
Equipment rental	2,600	1,639
Grounds maintenance	8,000	7,393

(Continued)

Hanover Township
Schedule of Expenditures - Budget and Actual (Continued)
General (Town) Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Town (Continued)		
Town facilities and maintenance (Continued)		
Housekeeping contract	\$ 31,000	\$ 33,840
Janitorial supplies - Elgin	750	-
Janitorial supplies - Astor	1,000	501
Janitorial supplies - Senior	5,500	4,450
Janitorial supplies - Town	4,250	3,669
Miscellaneous	800	246
Office supplies	400	268
Salaries	210,000	202,582
Seasonal projects assistance	5,000	-
Trash removal - Senior	1,850	1,709
Trash removal - Town	3,000	1,790
Travel	-	-
Uniforms	900	802
Vehicle fuel - Town	6,500	8,649
Vehicle maintenance - Town	4,500	3,191
	<u>359,058</u>	<u>327,227</u>
Emergency Services		
Communications	9,200	11,965
Education/training	10,000	6,261
Equipment	21,750	15,617
Miscellaneous	1,000	1,470
Office Supplies	500	253
Postage	100	111
Pre-volunteer screening	1,000	444
Printing	1,000	694
Salaries	40,600	40,400
Trash removal	1,200	1,496
Travel	1,500	1,875
Uniforms	6,000	8,490
Vehicle fuel and maintenance	4,000	7,292
Volunteer appreciation	1,500	4,717
Volunteer insurance	1,200	575
	<u>100,550</u>	<u>101,660</u>
Clerk's Office		
Community affairs	2,081	1,435
Dues, subscriptions, and publications	485	480
Equipment and maintenance rental	375	-
Furniture, aux, and equipment	1,801	-
Legal notices	1,008	1,074

(Continued)

Hanover Township
Schedule of Expenditures - Budget and Actual (Continued)
General (Town) Fund
For the Year Ended March 31, 2013

	Original and Final Budget	Actual
Town (Continued)		
Clerk's office (Continued)		
Miscellaneous	\$ 1,981	\$ 396
Office supplies	2,136	1,615
Passport expenditures	2,673	2,410
Passport postage	2,449	3,466
Postage	993	306
Printing	3,151	926
Salaries	75,415	49,957
Travel expensed and seminars	1,455	1,223
 Total clerk's office	 96,003	 63,288
 Community Health		
Communications	4,000	1,163
Community affairs	2,000	2,093
Crisis care	3,000	3,315
Dues, subscriptions, and publications	200	98
Equipment maintenance and rental	300	401
Furniture and computer equipment	500	463
Grant development	1	-
License/professional insurance	400	302
Medical supplies	5,750	6,188
MHB prescription reimbursements	1	575
Miscellaneous	1,000	998
Office supplies	2,000	2,035
Postage	500	399
Printing	1,000	975
Professional services	500	521
Salaries	90,782	88,402
Travel	1,000	964
 Total community health	 112,934	 108,892
 Total town	 2,000,920	 2,032,133
 Youth Services		
Answering service	1,300	1,200
Books and journals	800	586
Cellphones	2,400	1,790
Community affairs	2,500	1,759
Consulting fees	3,600	2,400
Dues and subscriptions	800	729
Education and training	7,200	6,562
Equipment and furniture	3,500	3,152

(Continued)

Hanover Township
Schedule of Expenditures - Budget and Actual (Continued)
General (Town) Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Youth Services (Continued)		
Equipment maintenance	\$ 2,000	\$ -
Insurance	2,800	2,910
Intern stipends	5,000	2,800
Miscellaneous	300	353
Office supplies	4,100	3,755
Postage	1,600	873
Printing	2,300	2,294
Professional services	1,200	1,200
Program supplies	2,000	1,032
Psychiatric backup	15,000	8,840
Recruitment and pre-employment	2,000	2,245
Salaries	680,250	645,757
Seasonal open gym program	75,600	70,149
Transportation	3,000	2,156
Travel	5,000	5,255
Tutoring	24,000	21,743
Youth job incubator project	<u>1</u>	<u>-</u>
 Total youth services	 <u>848,251</u>	 <u>789,540</u>
 Community Relations		
Salaries	58,000	62,222
Education and training	1,000	997
Printing	1,000	847
Postage	1,350	23
Equipment and furniture	2,000	1,996
Office supplies	1,000	581
Satellite office programs	1,000	766
Satellite office utilities	1,750	1,623
Satellite office lease	10,000	10,470
Satellite office phone and internet	1,400	1,652
Travel	500	971
Communications	54,000	68,305
Community service awards	1,500	2,075
Historical maker program	2,400	1,518
Dues and subscriptions	250	161
 Total community relations	 <u>137,150</u>	 <u>154,207</u>
 Capital Outlay		
Equipment	20,000	20,360
Computer equipment and software	<u>70,000</u>	<u>72,483</u>
 Total capital outlay	 <u>90,000</u>	 <u>92,843</u>
 Total Expenditures	 <u>\$ 3,076,321</u>	 <u>\$ 3,068,723</u>

Hanover Township
Schedule of Expenditures - Budget and Actual
Senior Services Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Senior Center		
Administration		
Community affairs	\$ 3,500	\$ 3,825
Consultants	6,000	6,637
Contingency	60,000	10,695
Dues and subscriptions	1,000	798
Education and training	4,500	4,728
Equipment purchases/rental/repair	9,250	11,625
Miscellaneous	1,000	1,032
Postage	4,000	3,941
Printing	2,000	3,562
Recruitment	1,250	1,603
Salaries	449,600	457,457
Supplies	6,500	6,460
Telephone and high speed internet	6,500	6,299
Tile endowment fund	15,000	4,443
Travel	1,500	2,637
Utilities	79,000	47,844
Senior satellite service	50,000	39,732
	<u>700,600</u>	<u>613,318</u>
Total administration		
Senior Health		
Printing	1,000	816
Program supplies	1,000	22
Salaries	73,528	61,766
	<u>75,528</u>	<u>62,604</u>
Total senior health		
Social Services		
Club 59	24,500	15,976
Computer instruction	1,000	337
Nutrition	13,645	4,339
Outreach	2,000	740
Programming	87,000	138,893
Social services	4,000	2,240
Visual arts	15,000	12,726
Volunteer services	16,000	8,964
Weekend programming	2,000	2,215
	<u>165,145</u>	<u>186,430</u>
Total social services		
Transportation		
Emergency maintenance	10,000	3,540
Fuel	40,000	59,712
Recruitment	1,500	61
Salaries	315,000	327,338
Telephone	4,000	3,590
Training	3,000	1,260
Uniforms	1,500	1,331
Dispatch software	50,000	-
Vehicle maintenance	45,500	20,980
	<u>470,500</u>	<u>417,812</u>
Total transportation		
Total Expenditures	<u>\$ 1,411,773</u>	<u>\$ 1,280,164</u>

Hanover Township
Schedule of Expenditures - Budget and Actual
Road and Bridge Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Highways and Streets		
Maintenance of roads		
Bridge repair and maintenance	\$ 10,816	\$ -
Contract work	520,000	248,272
Controlled substance testing	1,082	1,190
Engineering	13,520	8,676
Gasoline	12,000	15,128
Maintenance supplies	7,571	90
Operating supplies and materials	11,811	16,812
Salaries	183,750	167,112
Salt	160,050	22,559
Signs, stripping, and tree removal	16,224	95
Street lighting	10,000	8,928
	<u>946,824</u>	<u>488,862</u>
 Total maintenance of roads	 <u>946,824</u>	 <u>488,862</u>
 Administration		
Accounting	2,100	2,475
Community affairs	5,000	7,091
Dues, subscriptions, and publications	1,000	982
Employee benefits		
FICA expense	15,600	12,784
IMRF expense	23,400	18,750
Unemployment compensation	525	276
Insurance	48,672	36,916
Legal	20,000	10,346
Miscellaneous	2,000	613
Office supplies	3,120	377
Postage	2,300	619
Printing	2,704	112
Replacement tax	12,480	-
Service charges	260	64
Telephone	3,500	3,354
Training and conferences	3,000	426
Travel expense	1,500	624
Uniforms and safety equipment	1,560	1,122
Utilities	6,490	4,264
	<u>155,211</u>	<u>101,195</u>
 Total administration	 <u>155,211</u>	 <u>101,195</u>
 Total highway and street maintenance	 <u>1,102,035</u>	 <u>590,057</u>
 Capital Outlay		
Machine rental	1,839	140
Equipment purchase	50,479	36
Maintenance - vehicles and equipment	24,336	15,376
Emergency equipment	1	-
Construction equipment	4,326	-
Building and permanent improvements	10,816	-
Building maintenance	5,408	-
Land/building acquisition and improvements	1,030,000	-
	<u>1,127,205</u>	<u>15,552</u>
 Total capital outlay	 <u>1,127,205</u>	 <u>15,552</u>
 Total Expenditures	 <u>\$ 2,229,240</u>	 <u>\$ 605,609</u>

Hanover Township
Schedule of Expenditures - Budget and Actual
Mental Health Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Mental Health		
Service contracts/grants by agency		
Aid case management	\$ 5,000	\$ 5,000
Aid supportive employment	38,000	38,000
Alexian Brothers - outpatient psy	18,500	18,500
Alexian Brothers - senior mh	34,000	34,000
Autism Society of Illinois	1,000	1,000
Bartlett Learning Center	7,000	7,000
Boys and Girls Club	5,000	5,000
CAC Family Support	2,000	1,051
CAC Safe from the Start	14,000	14,000
Capital Grant Fund	43,000	42,118
CASI	20,000	20,000
Catholic Charities Caregivers	2,000	2,000
CCC Strategies for Safety	7,000	7,000
Centro de Informacion	30,000	30,000
Challenge Grant Fund	40,000	37,500
Clearbrook Children's program	5,500	5,500
Clearbrook development training	2,500	2,500
Clearbrook employment	2,000	2,000
Clearbrook residential	4,000	4,000
Community Crisis Center	28,000	28,000
Community Crisis Counseling	23,000	23,000
Community Crisis sa Counseling	9,000	9,000
Contract support services	139,115	87,981
Countryside In-home Respite	3,000	2,998
Crisis line development	10,000	10,000
Day One Network	7,000	7,000
Easter Seals DuPage	41,000	41,000
Ecker Center/PEP	3,500	3,500
Ecker Therapy Services	67,000	67,000
Elgin Family Center - case management	8,500	8,500
Elgin Family Center - post partum	5,000	5,000
Epilepsy Foundation	1,000	1,000
Family service youth	21,000	21,000
Family service senior	12,500	12,500
FITE Center Independent Living	2,485	-
Greater Elgin Family Care Center	9,400	3,120
Hanover Township Youth and Family	12,500	8,840
HTYFS Alt. to Suspension	25,000	25,000
Journeys from PADS to Hope	4,000	4,000
Kenneth Young Center - SASS	7,000	7,001
Larkin Center	7,000	7,000
Leyden Township - share rehab	31,000	31,000
Maryville Academy Casa Salama	25,000	25,000
MI-drug/medical tests fund	3,000	785
Northwest Casa	8,000	8,000
Open Door Clinic	5,000	5,000
Pace transportation	21,000	20,400
PADS of Elgin	17,000	17,000

(Continued)

Hanover Township
Schedule of Expenditures - Budget and Actual (Continued)
Mental Health Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Mental Health (Continued)		
Service contracts/grants by agency (Continued)		
RENZ outpatient	\$ 52,000	\$ 52,000
RENZ prevention	15,500	15,500
Shelter Inc Healthy Families	12,000	12,000
Special Ed Advocacy Center	5,000	5,000
Staff Development Grant Fund	10,000	6,340
Summit center	9,500	9,500
The Bridge	18,000	18,000
Tide Project	33,000	11,827
WINGS transitional shelter	8,500	8,500
	<u>1,000,000</u>	<u>904,461</u>
Total service contracts/grants by agency		
Administration		
Community relations	1,000	837
Conference expense	750	330
Consultants	8,000	6,974
Dues	2,500	38
Employee insurance	7,250	5,242
Equipment/database	3,000	1,675
FICA expense	4,000	3,865
Hanover Township services	4,500	4,500
IMRF expense	6,250	5,667
Legal	4,000	2,227
Miscellaneous	500	471
Personal expense reimbursement	1,000	309
Postage	500	220
Printing	1,500	343
Salaries	52,000	50,520
Special events	500	310
Subscriptions and publications	150	-
Supplies	1,000	175
Unemployment compensation	1,000	725
	<u>99,400</u>	<u>84,428</u>
Total administrative planning and development		
Building Occupancy Expenses		
Agency support services	7,000	8,071
Building maintenance	9,000	3,394
Capital improvements	50,000	4,946
Insurance	1,000	-
Janitorial	6,000	4,984
Rent	500	-
Telephone systems maintenance	4,000	813
Utilities	9,000	5,638
	<u>86,500</u>	<u>27,846</u>
Total building occupancy expenses		
Total Expenditures	<u>\$ 1,185,900</u>	<u>\$ 1,016,735</u>

Hanover Township
Schedule of Revenues, Expenditures
and Changes in Fund Balance - Budget and Actual
Capital Projects Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Intergovernmental	\$ <u>50,000</u>	\$ <u>89,050</u>
Total revenues	<u>50,000</u>	<u>89,050</u>
Expenditures		
Capital outlay	<u>391,750</u>	<u>296,248</u>
Total expenditures	<u>391,750</u>	<u>296,248</u>
Excess (Deficiency) of Revenue Over Expenditures	<u>(341,750)</u>	<u>(207,198)</u>
Other Financing Sources (Uses)		
Transfers in	<u>341,750</u>	<u>341,750</u>
Total other financing sources (uses)	<u>341,750</u>	<u>341,750</u>
Net Change in Fund Balance	\$ <u><u>-</u></u>	134,552
Fund Balance, April 1		<u>458,653</u>
Fund Balance, March 31		\$ <u><u>593,205</u></u>

**Hanover Township
Combining Balance Sheet
Nonmajor Governmental Funds**

	<u>Special Revenue</u>				<u>Capital Projects</u>	
	General Assistance	Illinois Municipal Retirement	Social Security	Vehicle Replacement	Total	
Assets						
Cash and investments	\$ 557,938	\$ 161,638	\$ 62,174	\$ 698,230	\$ 1,479,980	
Receivables						
Property Taxes	<u>176,567</u>	<u>85,934</u>	<u>69,453</u>	<u>-</u>	<u>331,954</u>	
Total Assets	<u>\$ 734,505</u>	<u>\$ 247,572</u>	<u>\$ 131,627</u>	<u>\$ 698,230</u>	<u>\$ 1,811,934</u>	
Liabilities and Fund Balances						
Liabilities						
Accounts payable	\$ 1,821	-	-	-	\$ 1,821	
Accrued payroll	-	12,192	8,623	-	20,815	
Unearned revenue	<u>173,288</u>	<u>84,339</u>	<u>68,164</u>	<u>-</u>	<u>325,791</u>	
Total liabilities	<u>175,109</u>	<u>96,531</u>	<u>76,787</u>	<u>-</u>	<u>348,427</u>	
Fund Balances						
Restricted for general assistance	559,396	-	-	-	559,396	
Restricted for employee retirement	-	151,041	54,840	-	205,881	
Assigned for vehicle replacement	<u>-</u>	<u>-</u>	<u>-</u>	<u>698,230</u>	<u>698,230</u>	
Total fund balances	<u>559,396</u>	<u>151,041</u>	<u>54,840</u>	<u>698,230</u>	<u>1,463,507</u>	
Total Liabilities and Fund Balances	<u>\$ 734,505</u>	<u>\$ 247,572</u>	<u>\$ 131,627</u>	<u>\$ 698,230</u>	<u>\$ 1,811,934</u>	

Hanover Township
Combining Statement of Revenues, Expenditures,
and Changes in Fund Balances
Nonmajor Governmental Funds

	Special Revenue				Capital Projects		Total
	General Assistance	Illinois Municipal Retirement	Social Security	Vehicle Replacement			
Revenues							
Taxes	\$ 342,149	\$ 166,105	\$ 134,249	\$ -	\$ -	\$ 642,503	
Intergovernmental	11,411	-	-	-	-	11,411	
Investment income	1,142	123	24	1,374		2,663	
Miscellaneous	21,960	-	-	8,437		30,397	
Total revenues	<u>376,662</u>	<u>166,228</u>	<u>134,273</u>	<u>9,811</u>		<u>686,974</u>	
Expenditures							
Current							
Town	218,935	294,426	202,708	-	-	716,069	
Home relief	201,054	-	-	-	-	201,054	
Capital outlay	-	-	-	36,066		36,066	
Total expenditures	<u>419,989</u>	<u>294,426</u>	<u>202,708</u>	<u>36,066</u>		<u>953,189</u>	
Excess (Deficiency) of Revenues Over Expenditures	<u>(43,327)</u>	<u>(128,198)</u>	<u>(68,435)</u>	<u>(26,255)</u>		<u>(266,215)</u>	
Other Financing Sources (Uses)							
Transfers in	-	143,000	79,000	85,000		307,000	
Total other financing sources (uses)	<u>-</u>	<u>143,000</u>	<u>79,000</u>	<u>85,000</u>		<u>307,000</u>	
Net Changes in Fund Balances	(43,327)	14,802	10,565	58,745		40,785	
Fund Balances, April 1, Restated	<u>602,723</u>	<u>136,239</u>	<u>44,275</u>	<u>639,485</u>		<u>1,422,722</u>	
Fund Balances, March 31	<u>\$ 559,396</u>	<u>\$ 151,041</u>	<u>\$ 54,840</u>	<u>\$ 698,230</u>		<u>\$ 1,463,507</u>	

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
General Assistance Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Taxes		
Property taxes	\$ 317,433	\$ 340,092
Replacement taxes	4,500	2,057
Intergovernmental	10,000	11,411
Investment income	1,000	1,142
Miscellaneous	2,001	21,960
	<u>334,934</u>	<u>376,662</u>
Total revenues		
Expenditures		
Town		
Salaries	186,000	189,805
Office supplies	2,500	4,286
Equipment, minor, and rental	6,000	11,635
Travel	2,438	2,403
Postage	612	-
Printing	1,540	3,408
Dues, subscriptions, and publications	1,400	1,061
Community affairs	1,500	2,363
Professional services	2,000	3,974
	<u>203,990</u>	<u>218,935</u>
Total town		
Home Relief		
Food and household	1,000	14
Rent	120,000	109,639
Utilities	12,000	21,677
Clothing	15,000	22,179
Travel	5,750	9,314
Hospital	25,000	180
Burial	1,500	-
Insurance	3,500	3,175
Emergency assistance	50,000	34,876
Other	1,000	-
	<u>234,750</u>	<u>201,054</u>
Total home relief		
Capital improvements	<u>12,500</u>	<u>-</u>
Total expenditures	<u>451,240</u>	<u>419,989</u>
Net Change in Fund Balance	<u>\$ (116,306)</u>	<u>(43,327)</u>
Fund Balance, April 1, Restated		<u>602,723</u>
Fund Balance, March 31		<u>\$ 559,396</u>

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Illinois Municipal Retirement Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Taxes		
Property taxes	\$ 161,500	\$ 166,105
Investment income	500	123
Total revenues	<u>162,000</u>	<u>166,228</u>
Expenditures		
Town		
IMRF	<u>305,000</u>	<u>294,426</u>
Total expenditures	<u>305,000</u>	<u>294,426</u>
Excess (Deficiency) of Revenue Over Expenditures	<u>(143,000)</u>	<u>(128,198)</u>
Other Financing Sources (Uses)		
Transfers in	<u>143,000</u>	<u>143,000</u>
Total other financing sources (uses)	<u>143,000</u>	<u>143,000</u>
Net Change in Fund Balance	<u>\$ -</u>	14,802
Fund Balance, April 1, Restated		<u>136,239</u>
Fund Balance, March 31		<u>\$ 151,041</u>

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Social Security Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Taxes		
Property taxes	\$ 129,750	\$ 134,249
Investment income	<u>250</u>	<u>24</u>
Total revenues	<u>130,000</u>	<u>134,273</u>
Expenditures		
Town		
IMRF	<u>209,000</u>	<u>202,708</u>
Total expenditures	<u>209,000</u>	<u>202,708</u>
Excess (Deficiency) of Revenue Over Expenditures	<u>(79,000)</u>	<u>(68,435)</u>
Other Financing Sources (Uses)		
Transfers in	<u>79,000</u>	<u>79,000</u>
Total other financing sources (uses)	<u>79,000</u>	<u>79,000</u>
Net Change in Fund Balance	\$ <u><u>-</u></u>	10,565
Fund Balance, April 1, Restated		<u>44,275</u>
Fund Balance, March 31		\$ <u><u>54,840</u></u>

Hanover Township
Schedule of Revenues, Expenditures,
and Changes in Fund Balance - Budget and Actual
Vehicle Replacement Fund
For the Year Ended March 31, 2013

	<u>Original and Final Budget</u>	<u>Actual</u>
Revenues		
Investment income	\$ 1,000	\$ 1,374
Miscellaneous		
Bus fares	<u>8,250</u>	<u>8,437</u>
Total revenues	<u>9,250</u>	<u>9,811</u>
Expenditures		
Capital outlay	<u>154,250</u>	<u>36,066</u>
Total expenditures	<u>154,250</u>	<u>36,066</u>
Excess (Deficiency) of Revenue Over Expenditures	<u>(145,000)</u>	<u>(26,255)</u>
Other Financing Sources (Uses)		
Transfers in	<u>85,000</u>	<u>85,000</u>
Total other financing sources (uses)	<u>85,000</u>	<u>85,000</u>
Net Change in Fund Balance	\$ <u><u>(60,000)</u></u>	58,745
Fund Balance, April 1		<u>639,485</u>
Fund Balance, March 31		\$ <u><u>698,230</u></u>

Statistical Section

STATISTICAL SECTION

This part of the Township's comprehensive annual report presents detailed information as a context for understanding what the information in the financial statements, note disclosures, and required supplementary information displays about the Township's overall financial health.

<u>Contents</u>	<u>Page(s)</u>
Financial Trends These schedules contain trend information to help the reader understand how the Township's financial performance and well-being have been changed over time.	52-56
Revenue Capacity These schedules contain information to help the reader assess the Township's most significant local revenue source, the property tax.	57-60
Debt Capacity These schedules present information to help the reader assess the affordability of the Township's current levels of outstanding debt and the Township's ability to issue additional debt in the future.	61-63
Demographic and Economic Information These schedules offer demographic and economic indicators to help the reader understand the environment within which the Township's financial activities take place.	64-65
Operating Information These schedules contain service and infrastructure data to help the reader understand how the information in the Township's financial report relates to the services the Township provides and the activities it performs.	66-72

Sources: Unless otherwise noted, the information in these schedules is derived from the comprehensive annual reports for the relevant year. The Township implemented GASB Statement No. 34 in 2005; schedules presenting government-wide information include information beginning in that year.

**Hanover Township
Net Assets by Component
Last Nine Fiscal Years**

Fiscal Years	2005	2006	2007	2008	2009	2010	2011	2012	2013
Governmental Activities									
Invested in capital assets	\$ 4,867,057	\$ 6,024,673	\$ 6,040,260	\$ 5,962,260	\$ 5,845,010	\$ 5,811,094	\$ 6,062,044	\$ 6,752,251	\$ 7,926,393
net of related debt	3,418,569	-	-	-	-	-	4,669,678	4,625,474	4,834,971
Restricted	1,865,084	7,897,368	9,075,448	10,384,978	10,259,290	11,667,673	1,722,108	3,090,129	3,422,291
Unrestricted									
Total Government Activities	<u>\$ 10,150,710</u>	<u>\$ 13,922,041</u>	<u>\$ 15,115,708</u>	<u>\$ 16,347,214</u>	<u>\$ 16,104,300</u>	<u>\$ 17,478,767</u>	<u>\$ 12,453,830</u>	<u>\$ 14,467,854</u>	<u>\$ 16,183,655</u>

Note: The Township implemented GASB S-34 for the year ended March 31, 2005.
Information for prior years is not available.

Data Source

Township Financial Statements

**Hanover Township
Change in Net Assets
Last Nine Fiscal Years**

Fiscal Years	2005	2006	2007	2008	2009	2010	2011	2012	2013
Expenses									
Governmental activities									
Town/Administration	\$ 1,448,351	\$ 4,067,442	\$ 4,664,542	\$ 5,096,649	\$ 6,764,880	\$ 2,888,366	\$ 3,013,820	\$ 3,198,400	\$ 2,629,673
Youth services	507,911	-	-	-	-	659,001	694,731	772,571	743,361
Community relations	-	-	-	-	-	-	-	-	90,688
Home relief	82,897	-	-	-	-	112,569	80,981	177,239	110,480
Highways and streets	316,903	-	-	-	-	378,654	538,499	491,052	453,594
Mental health	545,328	-	-	-	-	847,923	1,111,867	1,098,471	611,429
Senior center	595,830	-	-	-	-	1,067,531	1,236,521	1,435,444	1,468,928
Interest	20,086	15,491	-	-	-	-	-	-	-
Total governmental activities expenses	<u>3,517,306</u>	<u>4,082,933</u>	<u>4,664,542</u>	<u>5,096,649</u>	<u>6,764,880</u>	<u>5,954,044</u>	<u>6,676,419</u>	<u>7,173,177</u>	<u>6,108,153</u>
Total Primary Government Expenses	<u>\$ 3,517,306</u>	<u>\$ 4,082,933</u>	<u>\$ 4,664,542</u>	<u>\$ 5,096,649</u>	<u>\$ 6,764,880</u>	<u>\$ 5,954,044</u>	<u>\$ 6,676,419</u>	<u>\$ 7,173,177</u>	<u>\$ 6,108,153</u>
Program Revenues									
Governmental activities									
Charges for services	\$ 29,235	\$ 144,590	\$ 202,380	\$ 210,059	\$ 217,601	\$ 73,400	\$ 52,965	\$ 41,563	\$ 60,980
Town/Administration	22,708	-	-	-	-	13,829	44,581	26,753	28,408
Youth Services	-	-	-	-	-	-	-	-	-
Community relations	-	-	-	-	-	-	-	-	-
Home relief	-	-	-	-	-	-	-	-	-
Highways and streets	5,131	-	-	-	-	2,915	-	-	-
Mental health	11,150	-	-	-	-	-	4,750	2,200	11,500
Senior center	11,414	-	-	-	-	95,270	89,864	90,654	136,509
Operating grants and contributions	73,193	32,696	128,886	52,667	82,498	32,833	28,527	54,793	99,869
Capital grants and contributions	223,350	-	-	-	-	-	119,368	491,886	109,508
Total governmental activities program revenues	<u>376,181</u>	<u>177,286</u>	<u>331,266</u>	<u>262,726</u>	<u>300,099</u>	<u>218,247</u>	<u>340,055</u>	<u>707,849</u>	<u>446,774</u>
Total Primary Government Program Revenues	<u>\$ 376,181</u>	<u>\$ 177,286</u>	<u>\$ 331,266</u>	<u>\$ 262,726</u>	<u>\$ 300,099</u>	<u>\$ 218,247</u>	<u>\$ 340,055</u>	<u>\$ 707,849</u>	<u>\$ 446,774</u>
Net (Expense) Revenue	<u>\$ (3,141,125)</u>	<u>\$ (3,905,647)</u>	<u>\$ (4,333,276)</u>	<u>\$ (4,833,923)</u>	<u>\$ (6,464,781)</u>	<u>\$ (5,735,797)</u>	<u>\$ (6,336,364)</u>	<u>\$ (6,465,328)</u>	<u>\$ (5,661,379)</u>
Governmental activities									
Total Primary Government Net (Expense) Revenue	<u>\$ (3,141,125)</u>	<u>\$ (3,905,647)</u>	<u>\$ (4,333,276)</u>	<u>\$ (4,833,923)</u>	<u>\$ (6,464,781)</u>	<u>\$ (5,735,797)</u>	<u>\$ (6,336,364)</u>	<u>\$ (6,465,328)</u>	<u>\$ (5,661,379)</u>

**Hanover Township
Change in Net Assets
Last Nine Fiscal Years**

Fiscal Years	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Revenues and Other Changes in Net Position									
Governmental activities									
Taxes									
Property	\$ 4,261,314	\$ 4,802,422	\$ 5,190,936	\$ 5,749,140	\$ 6,528,943	\$ 5,668	\$ 4,567,349	\$ 8,227,841	\$ 6,753,042
Other taxes	42,372	56,370	61,481	73,473	65,883	60,000	64,009	55,386	55,745
Investment income	54,915	120,075	219,861	205,982	100,918	23,864	17,734	19,271	18,102
Miscellaneous	4,940	46,803	54,665	36,838	75,051	81,061	96,754	176,854	324,348
Total governmental activities	<u>4,363,541</u>	<u>5,025,670</u>	<u>6,065,433</u>	<u>6,770,795</u>	<u>6,770,795</u>	<u>5,833,250</u>	<u>4,745,846</u>	<u>8,479,352</u>	<u>7,151,237</u>
Total Primary Government	<u>\$ 4,363,541</u>	<u>\$ 5,025,670</u>	<u>\$ 6,065,433</u>	<u>\$ 6,770,795</u>	<u>\$ 6,770,795</u>	<u>\$ 5,833,250</u>	<u>\$ 4,745,846</u>	<u>\$ 8,479,352</u>	<u>\$ 7,151,237</u>
Change in Net Position									
Governmental activities	<u>\$ 1,222,416</u>	<u>\$ 1,120,023</u>	<u>\$ 1,231,510</u>	<u>\$ 306,014</u>	<u>\$ 306,014</u>	<u>\$ 97,453</u>	<u>\$ (1,590,518)</u>	<u>\$ 2,014,024</u>	<u>\$ 1,489,858</u>
Total Primary Government	<u>\$ 1,222,416</u>	<u>\$ 1,120,023</u>	<u>\$ 1,231,510</u>	<u>\$ 306,014</u>	<u>\$ 306,014</u>	<u>\$ 97,453</u>	<u>\$ (1,590,518)</u>	<u>\$ 2,014,024</u>	<u>\$ 1,489,858</u>

Data Source

Township Financial Statements

Hanover Township
Fund Balances of Governmental Funds
Last Ten Fiscal Years

Fiscal Years	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Fund										
Reserved	\$ -	\$ 15,948	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 9,137	\$ -	\$ -
Unreserved	1,622,067	1,867,672	948,650	1,209,443	1,834,622	1,751,781	2,119,750	1,388,724	-	-
Unrestricted	-	-	-	-	-	-	-	-	-	-
Unassigned	-	-	-	-	-	-	-	-	2,279,262	2,493,398
Total General Fund	\$ 1,622,067	\$ 1,883,620	\$ 948,650	\$ 1,209,443	\$ 1,834,622	\$ 1,751,781	\$ 2,119,750	\$ 1,397,861	\$ 2,279,262	\$ 2,493,398
All Other Government Funds										
Reserved	\$ 192,758	\$ 3,418,569	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 559,480	\$ -	\$ -
Unreserved	3,660,585	125,993	4,107,800	4,669,774	5,228,257	5,761,324	6,337,559	4,688,801	-	-
Restricted for senior services	-	-	-	-	-	-	-	-	1,108,974	1,226,752
Restricted for highways and streets	-	-	-	-	-	-	-	-	1,951,692	2,050,234
Restricted for mental health	-	-	-	-	-	-	-	-	788,399	799,701
Restricted for general assistance	-	-	-	-	-	-	-	-	599,044	556,067
Restricted for employee retirement	-	-	-	-	-	-	-	-	177,365	202,217
Unrestricted	-	-	-	-	-	-	-	-	-	-
Assigned for capital projects	-	-	-	-	-	-	-	-	458,653	584,155
Assigned for vehicle replacement	-	-	-	-	-	-	-	-	639,485	698,230
Total All Other Government Funds	\$ 3,853,343	\$ 3,544,562	\$ 4,107,800	\$ 4,669,774	\$ 5,228,257	\$ 5,761,324	\$ 6,337,559	\$ 5,248,281	\$ 5,723,612	\$ 6,117,356

Note: GASB Statement No. 54 was implemented for the 2012 fiscal year.

Data Source

Township Financial Statements

Hanover Township
Changes in Fund Balances of Governmental Funds
Last Ten Fiscal Years

Fiscal Years	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Revenues										
Property taxes	\$ 4,250,755	\$ 4,289,056	\$ 4,420,519	\$ 4,866,508	\$ 5,616,804	\$ 5,809,507	\$ 6,455,441	\$ 4,571,717	\$ 8,227,841	\$ 6,753,042
Other taxes	13,517	14,631	56,370	61,481	73,473	65,883	60,000	59,641	55,386	55,745
Charges for services	64,945	79,638	154,006	137,492	124,701	114,376	211,686	198,524	161,170	237,397
Grants and contributions	12,697	-	18,450	120,281	49,090	76,026	28,261	141,531	546,679	209,377
Interest income	45,491	54,915	120,075	219,861	205,982	100,918	23,864	17,734	19,271	18,102
Miscellaneous	268,881	301,482	51,633	128,158	125,771	184,748	59,361	96,754	176,854	324,348
Total revenues	4,656,286	4,739,722	4,821,053	5,533,781	6,195,821	6,351,458	6,838,613	5,085,901	9,187,201	7,598,011
Expenditures										
Town/Administration	1,159,016	1,343,168	1,578,715	1,988,135	1,997,515	2,401,497	2,379,742	2,463,935	2,780,862	2,743,608
Youth services	496,415	516,054	514,423	532,509	572,499	646,591	659,001	711,116	760,340	789,540
Community relations	-	-	-	-	-	-	-	-	-	154,209
Home relief	77,007	82,897	106,944	96,884	127,539	189,946	112,569	75,827	172,165	201,053
Highways and streets	231,985	425,967	283,304	321,496	467,724	665,938	549,968	981,235	571,585	590,057
Mental health	519,481	524,366	523,736	594,201	730,020	775,361	847,923	1,115,229	1,170,636	1,016,734
Senior center	1,709,958	499,584	668,096	809,375	882,499	972,883	1,067,531	1,142,558	1,235,998	1,280,165
Nonmajor funds (1)	-	-	-	-	-	-	-	-	-	-
Capital outlay	81,973	2,654,103	375,275	368,414	234,363	249,017	277,675	407,168	1,138,883	440,709
Debt service	-	-	1,112,083	-	-	-	-	-	-	-
Principal	-	-	18,086	-	-	-	-	-	-	-
Interest	-	17,491	-	-	-	-	-	-	-	-
Total expenditures	4,275,835	6,063,630	5,180,662	4,711,014	5,012,159	5,901,233	5,894,409	6,897,068	7,830,469	7,216,075
Excess (Deficiency) of Revenues Over Expenditures	380,451	1,323,908	359,609	822,767	1,183,662	450,225	944,204	1,811,167	1,356,732	381,936
Other Financing Sources (Uses)										
Proceeds from borrowing	-	1,112,083	-	-	-	-	-	-	-	-
Transfers in	2,259,760	1,375,446	158,363	58,083	129,512	571,898	876,254	903,208	1,085,708	976,958
Transfers (out)	2,259,760	1,375,446	158,363	58,083	129,512	571,898	876,254	903,208	1,085,708	976,958
Total other financing sources (uses)	-	1,112,083	-	-	-	-	-	-	-	-
Net Change in Fund Balances	\$ 380,451	\$ (211,825)	\$ (359,609)	\$ 822,767	\$ 1,183,662	\$ 450,225	\$ 944,204	\$ (1,811,167)	\$ 1,356,732	\$ 381,936
Debt of Services as a Percentage of Noncapital Expenditures	0.00%	0.51%	23.52%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%

Data Source

Township Financial Statements

Hanover Township
Assessed Value and Actual Value of Taxable Property
Last Ten Levy Years

Levy Year	Total Taxable Assessed Value	Total Direct Tax Rate	Estimated Actual Taxable Value
2003	\$ 1,505,654,757	0.3130	\$ 4,521,485,757
2004	1,787,756,839	0.2796	5,368,639,156
2005	1,997,584,086	0.2720	5,998,751,009
2006	2,120,188,975	0.2870	6,366,933,859
2007	2,500,789,640	0.2570	7,509,878,799
2008	2,655,449,288	0.2560	7,974,322,186
2009	2,750,659,751	0.2510	8,260,239,492
2010	2,527,513,700	0.2628	7,590,131,231
2011	2,265,103,457	0.3292	6,795,989,970
2012	2,065,428,552	0.374	6,202,481,942

Note: Assessed value is set by the County Assessor on an annual basis. The assessment level is then adjusted by the state with a County Multiplier based on the factor needed to bring the average prior year's level up to 33-1/3% of market value. Every three years there is a tri-annual assessment when all property is assessed.

Data Source

Cook County Clerk's Office

**Hanover Township
Property Tax Rates - Direct and Overlapping Governments
Last Ten Levy Years**

Tax Levy Year	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012
Corporate Fund	0.1386	0.1238	0.1205	0.1279	0.1143	0.1137	0.1108	0.1159	0.1448	0.1645
IMRF	0.0073	0.0065	0.0063	0.0066	0.0059	0.0058	0.0056	0.0058	0.0073	0.0082
Social Security	0.0057	0.0051	0.0049	0.0052	0.0046	0.0046	0.0045	0.0047	0.0059	0.0067
Senior Citizens Services	0.0424	0.0376	0.0364	0.0383	0.0342	0.0339	0.0331	0.0344	0.0432	0.0488
General Assistance	0.0120	0.0111	0.0110	0.0120	0.0110	0.1100	0.0110	0.0119	0.0150	0.0170
Mental Health	0.0400	0.0362	0.0350	0.0370	0.0330	0.0330	0.0330	0.0349	0.0440	0.0500
Road and Bridge	0.0670	0.0593	0.0580	0.0600	0.0540	0.0540	0.0530	0.0551	0.0690	0.0780
Total Direct Rate	0.3130	0.2796	0.2720	0.2870	0.2570	0.2560	0.2510	0.2628	0.3292	0.3732
Overlapping Rates										
Bartlett Fire Protection District	0.3440	0.3040	0.2830	0.5100	0.4340	0.4280	0.4190	0.4730	0.5330	N/A
Bartlett Park District	0.5730	0.4960	0.4370	0.4780	0.4540	0.4330	0.4240	0.5520	0.6200	N/A
Bartlett Public Library	0.2850	0.2680	0.2600	0.2560	0.2420	0.2410	0.2090	0.2340	0.2610	N/A
Community College District #509	0.4260	0.4340	0.4210	0.3470	0.3480	0.3310	0.3540	0.4340	0.4750	N/A
Cook County incl. Forest Preserve	0.5480	0.6530	0.5930	0.5570	0.4990	0.4660	0.4640	0.4740	0.5200	N/A
Metropolitan Water Reclamation Dist.	0.3610	0.3470	0.3150	0.2840	0.2630	0.2520	0.2610	0.2740	0.3200	N/A
Unit School Districts #46	5.6060	4.9450	4.7460	4.8740	4.5650	4.4350	4.3390	5.0260	5.5070	N/A
Village of Bartlett	0.8490	0.7660	0.6820	0.7010	0.7200	0.7030	0.6860	0.7500	0.8510	N/A
Total Rates	9.3050	8.4926	8.0090	8.2940	7.7850	7.5450	7.4070	8.2170	9.0870	N/A

N/A - Information not available

Data Source

Cook County Clerk's Office and Village of Bartlett

**Hanover Township
Principal Property Taxpayers
Current and Nine Years Ago**

Taxpayer	Type of Business	2012		2003	
		Taxable Assessed Value	Percentage of Total Township Taxable Assessed Valuation	Taxable Assessed Value	Percentage of Total Township Taxable Assessed Valuation
Walmart Stores	Retailer	\$ 4,797,343	0.21%	\$ 4,453,740	0.30%
Property Valuation Services	Health Care	3,408,633	0.15%	-	0.00%
Target Corp.	Retailer	3,313,499	0.15%	-	0.00%
Bradley Real Estate	Shopping Center	3,220,493	0.14%	2,777,572	0.18%
IRC	Shopping Center	2,585,134	0.11%	-	0.00%
Sambell Streamwood	Health Care	1,777,946	0.08%	2,049,999	0.14%
Sutton Park Developers	Shopping Center	1,224,759	0.05%	-	0.00%
KRC	Shopping Center	1,151,999	0.05%	1,040,961	0.07%
Stag Capital Partners	Manufacturing	835,270	0.04%	-	0.00%
Krieger Kiddie Corp	Shopping Center	769,445	0.03%	-	0.00%
Duraco Products, Inc.	Manufacturing	-	0.00%	3,427,428	0.23%
CNC	Shopping Center	-	0.00%	2,735,997	0.18%
QPF, LLC	Manufacturing	-	0.00%	2,653,196	0.18%
Easley, McCaleb and Associates	Private Hospital	-	0.00%	2,377,862	0.16%
Loews Theatres	Movie Theatre	-	0.00%	2,175,502	0.14%
National Shopping Inc.	Retailer	-	0.00%	1,022,339	0.07%
		\$ 23,081,521	1.01%	\$ 24,714,596	1.65%

Data Source

Assessor's Office and Village of Streamwood

**Hanover Township
Property Tax Levies and Collections
Last Ten Levy Years**

<u>Levy Year</u>	<u>Collected within the Fiscal Year of the Levy</u>			<u>Total Collections to Date</u>		
	<u>Tax Levied</u>	<u>Amount</u>	<u>Percentage of Levy</u>	<u>Collections in Subsequent Years</u>	<u>Amount</u>	<u>Percentage of Levy</u>
2003	\$ 4,712,700	\$ 4,250,755	90.20%	\$ 455,543	\$ 4,706,298	99.86%
2004	4,997,763	4,289,056	85.82%	705,469	4,994,525	99.94%
2005	5,433,428	4,420,519	91.36%	1,006,574	5,427,093	99.88%
2006	6,084,942	4,866,508	79.98%	1,214,975	6,081,483	99.94%
2007	6,427,029	5,616,084	87.38%	808,222	6,424,306	99.96%
2008	6,797,950	5,809,507	85.46%	984,468	6,793,904	99.94%
2009	6,904,909	6,455,441	93.49%	445,468	6,900,909	99.94%
2010	7,228,689	4,571,717	63.24%	2,626,497	7,198,214	99.58%
2011	7,474,842	3,244,188	74.94%	3,108,181	6,352,369	84.98%
2012	7,699,088	3,419,782	44.42%	N/C	3,419,782	44.42%

N/C - Nothing collected as of March 31

Data Source

Cook County Clerk's Office

Hanover Township
Ratios of Outstanding Debt by Type
Last Ten Fiscal Years

<u>Fiscal Year</u>	<u>Governmental Activities</u>		<u>Total Township</u>	<u>Percentage of Personal Income*</u>	<u>Per Capita*</u>
	<u>General Obligation Bonds</u>	<u>Loan Payable</u>			
2004	\$ -	\$ -	\$ -	0.0%	\$ -
2005	-	1,112,083	1,112,083	0.0%	11.17
2006	-	-	-	0.0%	-
2007	-	-	-	0.0%	-
2008	-	-	-	0.0%	-
2009	-	-	-	0.0%	-
2010	-	-	-	0.0%	-
2011	-	-	-	0.0%	-
2012	-	-	-	0.0%	-
2013	-	-	-	0.0%	-

Data Source

Township Financial Statements

Hanover Township
Direct and Overlapping Governmental Activities Debt
For the Year Ended March 31, 2013

Governmental unit	Debt Outstanding	Estimated Percentage of Debt Applicable to Hanover Township	Estimated Share of Overlapping Debt
Hanover Township	\$ -	100.00%	\$ -
Overlapping debt (1)			
Cook County	3,499,615,000	0.57%	19,947,806
Cook County Forest Preserve District	101,935,000	0.57%	581,030
Metropolitan Water Reclamation District	1,961,974,000	0.58%	11,379,449
Bartlett Park District	31,775,000	0.08%	25,420
Schaumburg Park District	35,390,000	0.59%	208,801
Hanover Park District	980,000	6.94%	68,012
Streamwood Park District	8,305,000	100.00%	8,305,000
Schaumburg Township District Public Library	2,825,000	0.47%	13,278
Poplar Creek Public Library District	21,290,000	73.00%	15,541,700
Gail Borden Public Library District	23,095,000	10.42%	2,406,499
Palatine Township High School #211	25,000,000	0.29%	72,500
Elgin Community College #509	185,889,044	6.83%	12,696,222
School District #46	322,144,438	15.08%	48,579,381
School District #54	8,700,000	0.46%	40,020
Subtotal	<u>6,228,917,482</u>		<u>119,865,118</u>
Total	<u>\$ 6,228,917,482</u>		<u>\$ 119,865,118</u>

Notes:

(1) Overlapping governments are those that coincide, at least in part, with the geographic boundaries of Hanover Township. This schedule estimates the portion of the outstanding debt of those overlapping governments that is borne by the residents and businesses of Hanover Township. This process recognizes that, when considering the Township's ability to issue and repay long-term debt, the entire debt burden borne by the residents and business should be taken into account. However, this does not imply that every taxpayer is a resident, and therefore responsible for repaying the debt, of each overlapping government.

(2) For debt repaid with property taxes, the percentage of overlapping debt applicable is estimated using taxable assessed property values. Applicable percentages were estimated by determining the portion of another governmental unit's taxable assessed value that is within the Village's boundaries and dividing it by each unit's total taxable assessed value.

Data Source

Village of Streamwood

Hanover Township
Legal Debt Margin Information
Last Ten Fiscal Years

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
Assessed Value	\$ 1,505,654,757	\$ 1,787,756,839	\$ 1,997,584,086	\$ 2,120,188,975	\$ 2,500,789,640	\$ 2,655,449,288	\$ 2,750,659,751	\$ 2,527,513,700	\$ 2,265,103,457	\$ 2,065,428,552
Debt limit	43,287,574	51,398,009	57,430,542	71,897,702	71,897,702	76,344,167	79,081,468	72,666,019	65,121,724	59,381,071
Total net debt applicable to limit	-	-	-	-	-	-	-	-	-	-
Legal Debt Margin	\$ 43,287,574	\$ 51,398,009	\$ 57,430,542	\$ 60,955,433	\$ 71,897,702	\$ 76,344,167	\$ 79,081,468	\$ 72,666,019	\$ 65,121,724	\$ 59,381,071

Total Net Debt Applicable To the Limit as a Percentage of the Debt Limit	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%	0.00%
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Note: The legal debt limit is defined as 2.875% of equalized valuation.

Data Source

Township Financial Statements

**Hanover Township
Demographic and Economic Information
Last Ten Calendar Years**

<u>Fiscal Year</u>	<u>Population</u>	<u>Personal Income</u>	<u>Per Capita Personal Income</u>	<u>Unemployment Rate</u>
2003	N/A	N/A	N/A	N/A
2004	N/A	N/A	N/A	N/A
2005	91,455	2,534,492,415	27,713	5.20%
2006	90,885	2,435,172,690	26,794	5.90%
2007	96,390	2,529,851,940	26,246	4.70%
2008	91,881	2,705,527,926	29,446	7.20%
2009	86,788	2,358,550,688	27,176	8.50%
2010	99,538	2,778,205,118	27,911	9.10%
2011	99,971	2,957,342,122	29,582	10.00%
2012	99,538	2,687,326,924	26,998	9.10%

Data Source

Population and per capita information provided by the U.S. Census Bureau and American Community Survey

N/A - Information not available prior to 2005.

**Hanover Township
Principal Employers
Current Year and Nine Years Ago**

Employer	2012			2003		
	Rank	Approximate Employment	% of Township Population	Rank	Approximate Employment	% of Township Population
Behavioral Health Ctr.						
Super Target	1	400	0.40%	7	195	N/A
Ace Coffee Bar	2	300	0.30%			
Duraco Products, Inc.	3	300	0.30%			
Wal-Mart Stores, Inc.	4	290	0.29%	2	255	N/A
Streamwood High School	5	240	0.24%	1	280	N/A
Village of Streamwood	6	176	0.18%			
Sam's Club	7	201	0.20%	6	200	N/A
Awana Club International in Local Churches	8	215	0.22%	5	230	N/A
Alright Concrete Co.	9	200	0.20%	3	250	N/A
Aluminum Coil Anodizing Corp.	10	199	0.20%			
Consolidated Carqueville Printing Co.				8	130	N/A
Quantum Performance Fils, USI Division				10	110	N/A
Value City				4	243	N/A
				9	128	N/A
Total		2,521	253.00%		2,021	N/A

N/A - Information not available

Data Source

Assessor's Office and Village of Streamwood

**Hanover Township
Full-Time Equivalent Employees
Last Ten Fiscal Years**

Function/Program	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Administrative services	N/A	5.10	5.20	4.20						
Assessor's office	N/A	2.60	2.60	2.60						
Clerk's office	N/A	2.00	2.00	1.50						
Community health	N/A	0.90	3.40	3.40						
Emergency services	N/A	0.80	0.80	0.80						
Facilities and maintenance	N/A	5.00	5.00	5.00						
Highway department	N/A	3.00	3.00	3.00						
Mental health board	N/A	1.50	1.00	1.00						
Senior services	N/A	17.37	18.37	17.90						
Community and veterans affairs	N/A	0.25	0.25	2.48						
Welfare services	N/A	4.88	4.88	4.75						
Youth and family services	N/A	16.05	17.05	16.40						
Total	-	61.45	63.55	63.03						

N/A - Information not available - ten years will be provided prospectively

Data Source

Township budget

**Hanover Township
Operating Indicators
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government										
Administrative										
Facebook Likes	N/A	513	555	N/A						
Percent of Budget Expended	N/A	67.50%	76.80%	77.90%						
Assessors Office										
Administration										
Office Visits	N/A	5477	5523	4158						
Building Permits Processed	N/A	10678	3703	4144						
Sales Recording	N/A	860	1124	1457						
Change of Name	N/A	1744	633	153						
Property Tax Appeals	N/A	883	1208	831						
Certificate of Errors	N/A	1054	984	680						
Property Location Updates	N/A	12	357	388						
New Owner Mailings	N/A	796	934	813						
Long Time Occupants	N/A	300	153	28						
Exemptions										
Home Owner Exemptions	N/A	196	138	83						
Senior Home Owner Exemptions	N/A	297	564	452						
Senior Freeze Exemptions	N/A	903	923	981						
Miscellaneous Exemptions	N/A	208	318	229						
Foreclosures	N/A	463	657							
Clerks Office										
Passports	N/A	1778	1685	1964						
Photo Fees	N/A	8240	5730	6780						
Total Passport Fees	N/A	39585	49068	56258						
Cook County Vehicle Stickers	N/A	222	194	212						
Fishing/Hunting Licenses	N/A	355	138	138						
Fishing/Hunting Agent Fees	N/A	98	103	59						

**Hanover Township
Operating Indicators (Continued)
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government (Continued)										
Clerks Office (Continued)										
Handicap Placards	N/A	494	287	233						
Voter Registration	N/A	494	278	376						
FOIA Request	N/A	17	26	16						
Community Health										
Appointments										
Pro Times	N/A	297	317							
TB Skin Test	N/A	129	97							
Cholesterol	N/A	145	185							
Other	N/A	764	555							
Total (Unduplicated)	N/A	1335	1154							
Clinic Clients										
Victory Center of Bartlett	N/A	181	152							
Glendale Terrace	N/A	121	79							
Elgin Recreation Center	N/A	57	123							
Clare Oaks	N/A	58	60							
Astor Avenue	N/A	126	198							
Total (Unduplicated)	N/A	543	612							

**Hanover Township
Operating Indicators (Continued)
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government (Continued)										
Youth and Family Services										
Outreach & Prevention										
Open Gym Participants	N/A	8132	9517	12772						
Open Gym Participants (Unduplicated)	N/A	1284	1349	1054						
Alternative to Suspension Referrals	N/A	9	249	128						
Alternative to Suspension (Unduplicated)	N/A	0	78	106						
Clinical										
Therapy Clients (Total Attended)	N/A	3745	3403	3723						
Therapy Clients (New Clients)	N/A	289	393	688						
Total Families	N/A	668	694	750						
New Families	N/A	61	90	67						
Clinical Hours	N/A	2386	2855	2981						
Group Session Participants	N/A	175	3440	5555						
General Government (Continued)										
Community Health (Continued)										
Tutoring Participants										
Total	N/A	1171	1065	1281						
Unduplicated	N/A	555	232	241						
General Assistance										
General Assistance Clients	N/A	202	258							
General Assistance Appointments	N/A	530	638							
Emergency Assistance Appointments	N/A	197	328							
LIHEAP Applications										
Office	N/A	703	883							
Social Services										
ComEdHardships	N/A	22	94							
Weatherization	N/A	40	20							
Food pantry										
Served (Households)	N/A	9906	10896							
New Applications	N/A	1206	1461							
Food Donations	N/A	684	679							
Community Center Walk-Ins	N/A	4415	4448							
Mental Health										
Grant Funding										
New Clients	N/A	3112	3020	3566						
Prevention Programming Presentations	N/A	270	204							

**Hanover Township
Operating Indicators (Continued)
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
TIDE										
Participants	N/A	12	12	8						
Organizations Providing Services	N/A	7	7	5						
Clients Served	N/A	985	713	703						

**Hanover Township
Operating Indicators (Continued)
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government (Continued)										
Community Health (Continued)										
Road & Bridge	N/A	977	521	943						
Salt (Tons)										
Senior Services										
Programming Division										
Planned Programs	N/A	1469	1981							
Participants	N/A	19673	21472							
Wait Listed (Unduplicated)	N/A	949	796							
Art & Computer Classes	N/A	608	562							
Art & Computer Class Participants	N/A	5209	4582							
New Volunteers	N/A	57	78							
Total Volunteers	N/A	262	241							
Total Volunteer Hours	N/A	19845	18607							
Meals Delivered by Volunteers	N/A	13191	10898							
Social Services Division										
Clients Served (Unduplicated)	N/A	1056	1158							
Energy Assistance	N/A	417	538							
Prescription Drug & Health Insurance Assistance	N/A	2151	1546							
Public Aid	N/A	240	177							
Social Service Programs	N/A	112	114							
Social Service Program Participants	N/A	1424	1118							
Lending Closet Transactions	N/A	720	736							
Transportation Division										
One Way Rides Given	N/A	18701	20502							
Individuals Served (Unduplicated)	N/A	710	847							
New Riders	N/A	227	202							
Unmet Requests for Rides	N/A	189	309							

N/A - Information not available - ten years will be provided prospectively

Data Source

Various Township departments

**Hanover Township
Capital Asset Statistics
Last Ten Fiscal Years**

Fiscal Year	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013
General Government	6.0	6.0	6.0	6.0	7.0	7.0	7.0	7.0	8.0	9.0
Building facilities maintained	6.0	6.0	6.0	6.0	7.0	7.0	7.0	7.0	8.0	9.0

Data Source

Township records