



240 S. Illinois Route 59, Bartlett, Illinois 60103

**Regular Meeting of Town Board**  
*August 5<sup>th</sup>, 2014*  
**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
- V. Reports
  - A. Supervisor’s Report
  - B. Clerk’s Report
  - C. Highway Commissioner’s Report
  - D. Assessor’s Report
  - E. Treasurer’s Report
  - F. Trustees’ Committee Reports
- VI. Bill Paying
- VII. Unfinished Business
- VIII. New Business
  - A. Special Meeting Minutes of July 22, 2014
  - B. Workshop Meeting Minutes of July 22, 2014
  - C. Resolution Approving of an Intergovernmental Agreement for the Use of the Astor Avenue Off-Street Parking Facility
  - D. Resolution Approving of a Community Development Block Grant Agreement with the City of Elgin
- IX. Executive Session
- X. Other Business
- XI. Adjournment

**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.**

**Hanover Township**  
 Board Audit Report  
 From 7/23/14 to 8/5/14

	Subtotal	Alexian Invoices	Total
Total Town Fund	58,487.84	87.00	58,574.84
Total Senior Center	37,367.85	1,408.00	38,775.85
Total Welfare Services	16,511.88		16,511.88
Total Road and Bridge	11,973.44		11,973.44
Total Mental Health Board	28,264.97		28,264.97
Total Retirement	0.00		
Total Vehicle	0.00		-
Total Capital	3,937.79		3,937.79
Total All Funds	<u>156,543.77</u>	<u>1,495.00</u>	<u>158,038.77</u>

The above "Subtotal" column has been approved for payment this 5th day of August 2014.

The above "Total" column has been approved for payment this 5th day of August 2014.

\_\_\_\_\_  
 Supervisor

\_\_\_\_\_  
 Town Clerk

\_\_\_\_\_  
 Supervisor

\_\_\_\_\_  
 Town Clerk

\_\_\_\_\_  
 Trustee

## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
<b>1013 - Town Fund - Revenue</b>					
<b>1013300 - Other Income</b>					
Check	07/23/2014	106010	Illinois Department of Revenue	2014 Illinois WH Return - 2nd Qtr 2014	30.60
Total 1013300 - Other Income					30.60
<b>1013430 - YFS - Therapy Charges</b>					
Check	07/29/2014	106031	Maria Meza	Overpayment for Services	8.00
Total 1013430 - YFS - Therapy Charges					8.00
Total 1013 - Town Fund - Revenue					38.60
<b>1103 - Senior Center - Revenue</b>					
<b>1103500 - Senior Programs</b>					
Check	07/29/2014	106056	Millie Lipetri	Casino Refund	36.00
Check	08/01/2014	106080	Arlene Devitt	Streamwood Summer Celebration Costume Reimbursement	26.87
Check	08/01/2014	106095	Cherylyn Anders	Summer Party Refund	28.00
Check	08/01/2014	106104	Mary Paciorek	Goodman Theatre Refund	58.00
Total 1103500 - Senior Programs					148.87
Total 1103 - Senior Center - Revenue					148.87
<b>1014 - Town Fund - Expenditures</b>					
<b>101CAP - Capital Expenditures</b>					
<b>1014410 - Equipment Purchases</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Pond Thermometer/Underlayment	653.97
Check	07/29/2014	106035	A1 Trophies & Awards, Inc	Inv# 15831 Entrance Board Signs (7)	122.50
Check	07/29/2014	106035	A1 Trophies & Awards, Inc	Inv# 15809 Entrance Board Signs (7)	122.50
Check	08/01/2014	106111	Wells Fargo Financial Leasing 002	Acct# 603-0113861-002 Copy Machine Lease	328.00
Total 1014410 - Equipment Purchases					1,226.97
<b>1014430 - Computer Equipment &amp; Software</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Constant Contact Monthly Subscription	58.44
Check	07/23/2014	CC June...	JP Morgan Chase	Bamboo HR Monthly Subscription	199.00
Check	07/23/2014	CC June...	JP Morgan Chase	Monthly Cloud Backup	150.00
Check	07/29/2014	106044	Current Technologies Corporation	Inv# 711619 Network Labor	1,282.50
Check	08/01/2014	106097	Current Technologies Corporation	Quote# 12978 Firewall Extended Service Agreement	101.00
Total 1014430 - Computer Equipment & Software					1,790.94
Total 101CAP - Capital Expenditures					3,017.91
<b>101CHN - Community Health</b>					
<b>1014456 - Community Affairs</b>					
Check	07/29/2014	106028	Stericycle, Inc	Inv# 4004977218 Sharp Container Disposal (92 lbs)	512.75
Total 1014456 - Community Affairs					512.75
<b>1014459 - Professional Services</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Patient Lab Work	5.00

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Accrual Basis

## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Total 1014459 · Professional Services					5.00
<b>1014466 · Communications</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Sprint to Spring Facebook Ad	4.09
Total 1014466 · Communications					4.09
<b>1014467 · Crisis Care</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Medication Assistance Crisis Care	200.00
Total 1014467 · Crisis Care					200.00
<b>1014468 · MHB Perscription Reimbursements</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Medication Assistance Crisis Care - MHB Reimbursement	41.00
Total 1014468 · MHB Perscription Reimbursements					41.00
<b>1014491 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,178.56
Total 1014491 · Health Insurance					1,178.56
<b>1014492 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	11.85
Total 1014492 · Dental, Vision & Life Insurance					11.85
Total 101CHN · Community Health					1,953.25
<b>101CVA · Community &amp; Veteran Affairs</b>					
<b>101CMA · Community Relations</b>					
<b>1014614 · Printing</b>					
Check	07/29/2014	106053	Kwik Print	Inv# 52900 Business Cards - S.Raby	37.30
Total 1014614 · Printing					37.30
<b>1014617 · Equipment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Office Desk Chair	140.39
Check	08/01/2014	106093	Ace Coffee Bar	Inv# 2940-358525 Cooler Rental	89.85
Total 1014617 · Equipment					230.24
<b>1014619 · Office Supplies</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Desktop Calendar	10.89
Check	08/01/2014	106108	Staples	Inv# 3236635892 Soap/Pens/Post Its/Tape	110.88
Total 1014619 · Office Supplies					121.77
<b>1014621 · Satellite Office Utilities</b>					
Check	07/29/2014	106046	Com Ed 010	Acct# 6997418010 Monthly Charges	463.07
Check	07/29/2014	106061	Nicor 78	Acct# 78-11-12-9467 0 Monthly Charges	29.64
Total 1014621 · Satellite Office Utilities					492.71
<b>1014623 · Satellite Office Phone &amp; Intrnt</b>					
Check	08/01/2014	106092	AT&T 697	Acct# 847 742-8953 697 4 Monthly Charges	113.02

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Accrual Basis

## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Total 1014623 · Satellite Office Phone & Intrnt					113.02
<b>1014625 · Communications</b>					
Check	08/01/2014	106099	Easy Permit Postage	Acct# 8000-9090-0585-2392 Postage	8,262.10
Total 1014625 · Communications					8,262.10
<b>1014691 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	3,453.18
Total 1014691 · Health Insurance					3,453.18
<b>1014692 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	7.90
Total 1014692 · Dental, Vision & Life Insurance					7.90
Total 101CMA · Community Relations					12,718.22
Total 101CVA · Community & Veteran Affairs					12,718.22
<b>101ES · ES - Expenditures</b>					
<b>1014802 · Equipment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	2 Prosser Pumps	2,101.20
Check	07/23/2014	CC June...	JP Morgan Chase	Travel Meal DC	21.56
Total 1014802 · Equipment					2,122.76
<b>1014810 · Travel</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Emergency Management Summit Parking	61.00
Total 1014810 · Travel					61.00
<b>1014813 · Vehicle Fuel &amp; Maintenance</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Vehicle Fuel/Wash	177.02
Check	07/23/2014	CC June...	JP Morgan Chase	Oil Change (2)	86.34
Check	07/29/2014	106072	Village of Hanover Park (Fuel)	Inv# 2014-12 June Fuel	605.96
Total 1014813 · Vehicle Fuel & Maintenance					869.32
<b>1014814 · Communications</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Folding Ladder	75.00
Check	07/23/2014	CC June...	JP Morgan Chase	HDMI Computer Adapter	53.86
Check	07/23/2014	CC June...	JP Morgan Chase	Database Programming	75.00
Check	07/29/2014	106043	Comcast (ES)	Acct# 8771 10 083 0226773 Monthly Internet Charges	109.35
Check	08/01/2014	106102	Illinois Emergency Management Agency	IEMA Vendor Booth Rental	550.00
Check	08/01/2014	106102	Illinois Emergency Management Agency	Quarter Page Ad in Program	100.00
Total 1014814 · Communications					963.21
<b>1014892 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	3.95
Total 1014892 · Dental, Vision & Life Insurance					3.95

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Type	Date	Num	Name	Memo	Amount
Total 101ES · ES - Expenditures					4,020.24
<b>101ISE · Insurance &amp; Employee Benefits</b>					
<b>1014507 · Flex Plan &amp; 457 Plan</b>					
Check	07/29/2014	106071	TASC	Inv# 340070 Admin Fees	78.00
Total 1014507 · Flex Plan & 457 Plan					78.00
<b>1014514 · Employee Recognition</b>					
Check	07/29/2014	106029	Rundquist, Michael A	Staff Appreciation Picnic Ice Reimbursement	12.24
Total 1014514 · Employee Recognition					12.24
Total 101ISE · Insurance & Employee Benefits					90.24
<b>101LEA · Legal &amp; Auditing</b>					
<b>1014502 · Legal Services</b>					
Check	08/01/2014	106077	Printing Plus	Inv# 75067 Legal Documents Scanned/Transferred to Attorney	1,800.00
Check	08/01/2014	106078	Bryan E. Mraz & Associates	Photocopies	5.40
Total 1014502 · Legal Services					1,805.40
Total 101LEA · Legal & Auditing					1,805.40
<b>101MAIN · Facilities Maintenance</b>					
<b>1014202 · Office Supplies</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Laptop Battery	35.00
Total 1014202 · Office Supplies					35.00
<b>1014208 · Housekeeping Contract</b>					
Check	07/29/2014	106064	Perfect Cleaning Service, Inc.	Inv# 38839 Janitorial Service	2,320.00
Total 1014208 · Housekeeping Contract					2,320.00
<b>1014209 · Building Contracts</b>					
Check	07/29/2014	106049	Fox Valley Fire & Safety	Inv# 847656 Security Monitoring	78.00
Check	07/29/2014	106049	Fox Valley Fire & Safety	Inv# 847784 Security Monitoring	78.00
Total 1014209 · Building Contracts					156.00
<b>1014210 · Building Maintenance - Town</b>					
Check	07/29/2014	106069	The Home Depot F&M	Quick Setting Concrete	11.04
Check	07/29/2014	106076	Webmarc Doors	Inv# 6121 F&M Garage Door Maintenance	375.16
Total 1014210 · Building Maintenance - Town					386.20
<b>1014211 · Building Maintenance - Senior</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Senior Center Activity Room Blinds	209.95
Check	07/23/2014	CC June...	JP Morgan Chase	Adaptor/Ethernet Cable/XLR Cable/Dog Waste Bags	78.32
Check	07/23/2014	CC June...	JP Morgan Chase	Vertical Blind Repairs	12.99
Total 1014211 · Building Maintenance - Senior					301.26
<b>1014213 · Equipment Maintenance - Town</b>					
Check	07/29/2014	106069	The Home Depot F&M	Light Bulbs	63.91

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Type	Date	Num	Name	Memo	Amount
Total 1014213 · Equipment Maintenance - Town					63.91
<b>1014214 · Equipment Maintenance - Senior</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	XLR Adaptor	6.43
Check	07/29/2014	106069	The Home Depot F&M	Portable Air Conditioner	326.94
Total 1014214 · Equipment Maintenance - Senior					333.37
<b>1014217 · Education &amp; Training</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Certified Playground Safety Inspector Exam	200.00
Total 1014217 · Education & Training					200.00
<b>1014218 · Vehicle Maintenance - Town</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Oil Change/Inspection/ Trailer Brake Programming	143.04
Check	07/23/2014	CC June...	JP Morgan Chase	Vehicle Oil Change	36.94
Total 1014218 · Vehicle Maintenance - Town					179.98
<b>1014219 · Vehicle Fuel - Town</b>					
Check	07/29/2014	106072	Village of Hanover Park (Fuel)	Inv# 2014-12 June Fuel	552.08
Total 1014219 · Vehicle Fuel - Town					552.08
<b>1014225 · Grounds/Reserve Maintenance</b>					
Check	07/29/2014	106069	The Home Depot F&M	Light Bulbs	74.61
Total 1014225 · Grounds/Reserve Maintenance					74.61
<b>1014227 · Miscellaneous</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting - Mechanic	25.00
Total 1014227 · Miscellaneous					25.00
<b>1014228 · Building Maintenance - Izaak</b>					
Check	07/29/2014	106069	The Home Depot F&M	Gorilla Glue/Sodium Bulbs	44.81
Total 1014228 · Building Maintenance - Izaak					44.81
<b>1014291 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,834.68
Total 1014291 · Health Insurance					1,834.68
<b>1014292 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	19.75
Total 1014292 · Dental, Vision & Life Insurance					19.75
Total 101MAIN · Facilities Maintenance					6,526.65
<b>101PAN · Pantry</b>					
<b>1014191 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,779.64
Total 1014191 · Health Insurance					1,779.64
<b>1014192 · Dental, Vision &amp; Life Insurance</b>					

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	7.90
Total 1014192 · Dental, Vision & Life Insurance					7.90
Total 101PAN · Pantry					1,787.54
<b>101THE · Town Hall Expense</b>					
<b>1014402 · Telephone - Town</b>					
Check	08/01/2014	106089	AT&T 533	Acct# 630 837-1413 533 8 Monthly Charges	132.22
Check	08/01/2014	106090	AT&T 077	Acct# 630 540-9071 077 2 Monthly Charges	158.71
Check	08/01/2014	106091	AT&T 803	Acct# 630 Z99-0161 803 2 Monthly Charges	43.40
Total 1014402 · Telephone - Town					334.33
<b>1014403 · Utilities - Town</b>					
Check	07/29/2014	106059	Nicor 34	Acct# 34-51-77-1000 9 Monthly Charges	236.98
Total 1014403 · Utilities - Town					236.98
<b>1014405 · Internet Access - Town</b>					
Check	07/29/2014	106045	Comcast (SR)	Acct# 8771 10 083 0128607 Monthly Charges	134.85
Check	08/01/2014	106098	Comcast (Town 207)	Acct# 8771 10 083 0128607 Monthly Charges	45.97
Total 1014405 · Internet Access - Town					180.82
Total 101THE · Town Hall Expense					752.13
<b>101TOE · Town Office Expense</b>					
<b>1014401 · Postage</b>					
Check	08/01/2014	106099	Easy Permit Postage	Postage	706.85
Total 1014401 · Postage					706.85
<b>1014404 · Office Supplies</b>					
Check	07/29/2014	106035	A1 Trophies & Awards, Inc	Inv# 15809 Mailbox Sign	6.95
Check	08/01/2014	106108	Staples	Inv# 3235798992 Batteries	21.59
Total 1014404 · Office Supplies					28.54
<b>1014408 · Salaries</b>					
Check	07/29/2014	106052	Job Giraffe	Inv# 00207483 Part Time Office Temp Help	85.68
Check	07/29/2014	106052	Job Giraffe	Inv# 00207449 Part Time Office Temp Help	142.80
Total 1014408 · Salaries					228.48
<b>1014412 · Travel Expenses</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Meeting Parking	38.00
Check	07/29/2014	106030	Imperato, Alexandra M	Mileage Reimbursement	27.04
Total 1014412 · Travel Expenses					65.04
<b>1014414 · Memberships, Subs &amp; Publication</b>					
Check	08/01/2014	106109	Township Clerks Assoc of Cook County	TCACC Annual Dues - K. Dolan Baumer	250.00
Total 1014414 · Memberships, Subs & Publication					250.00
<b>1014520 · Consulting</b>					

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Type	Date	Num	Name	Memo	Amount
Check	08/01/2014	106100	Executive Service Corps of Chicago	Inv# 6811A Strategic Planning Consultation	4,000.00
Total 1014520 · Consulting					4,000.00
<b>1014530 · Financial Administration</b>					
Check	08/01/2014	106106	Governmental Accounting, Inc	Inv# 5707 Monthly Contract Billing	5,028.60
Total 1014530 · Financial Administration					5,028.60
<b>1014531 · Community Affairs</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Hanover Township Pens (2,000)	960.00
Total 1014531 · Community Affairs					960.00
<b>1014591 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	3,547.48
Total 1014591 · Health Insurance					3,547.48
<b>1014592 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	11.85
Total 1014592 · Dental, Vision & Life Insurance					11.85
Total 101TOE · Town Office Expense					14,826.84
<b>104ASR · Assessor's Division</b>					
<b>1044405 · Office Supplies</b>					
Check	08/01/2014	106108	Staples	Inv# 3237187717 Toners/Ink Cartridges	519.21
Total 1044405 · Office Supplies					519.21
<b>1044419 · Training</b>					
Check	08/01/2014	106110	Township Officials of Illinois	Conference Registration - P. Glascott	160.00
Total 1044419 · Training					160.00
<b>1044491 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,377.85
Total 1044491 · Health Insurance					1,377.85
<b>1044492 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	11.85
Total 1044492 · Dental, Vision & Life Insurance					11.85
Total 104ASR · Assessor's Division					2,068.91
<b>109YFS · Youth &amp; Family Services</b>					
<b>109ADM · Administration &amp; Clinical</b>					
<b>1094611 · Education &amp; Training</b>					
Check	07/29/2014	106036	AITCOY	Stress Reduction Workshop - J. Parquette	20.00
Total 1094611 · Education & Training					20.00
<b>1094612 · Consulting Fees</b>					
Check	07/29/2014	106054	Michael Kelly LCSW	Consultation Services	300.00

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Total 1094612 · Consulting Fees					300.00
<b>1094614 · Printing</b>					
Check	07/29/2014	106035	A1 Trophies & Awards, Inc	Inv# 15809 Name Badge	7.95
Total 1094614 · Printing					7.95
<b>1094620 · Community Affairs</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Student Government Day Breakfast	110.70
Check	07/23/2014	CC June...	JP Morgan Chase	Relay for Life Supplies	6.54
Total 1094620 · Community Affairs					117.24
<b>1094621 · Recruitment and Pre Employment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting - Prevention Specialist - Indeed	3.97
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting Prevention Specialist - Lumity/NPO.net	60.00
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting Prevention Specialist - Craigslist	50.00
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting Prevention Specialist - ATS/Social Service.com	59.00
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting Clinical Interventionist - Lumity/NPO.net	60.00
Check	07/29/2014	106037	Alexian Bros Corporate Health Services	Inv# 533979 Employee Physical/Screening	87.00
Total 1094621 · Recruitment and Pre Employment					319.97
<b>1094622 · Miscellaneous</b>					
Check	08/01/2014	106105	Sam's Club (YFS 0748 1)	Member Fee/Service	110.00
Total 1094622 · Miscellaneous					110.00
<b>1094623 · Travel</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Mental Health Reception Parking	9.00
Check	07/29/2014	106026	Concepcion, Sara	Mileage Reimbursement	29.38
Total 1094623 · Travel					38.38
<b>1094626 · Equipment &amp; Furniture</b>					
Check	07/29/2014	106062	Quill Corporation	Inv# 4410506 Printer	327.26
Total 1094626 · Equipment & Furniture					327.26
<b>1094628 · Tutoring</b>					
Check	07/29/2014	106040	Bartlett Sports	Inv# 3517 Department Shirts (3)	75.00
Total 1094628 · Tutoring					75.00
<b>1094691 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	4,302.80
Total 1094691 · Health Insurance					4,302.80
<b>1094692 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	34.36
Total 1094692 · Dental, Vision & Life Insurance					34.36
Total 109ADM · Administration & Clinical					5,652.96
<b>109OUT · Outreach &amp; Prevention</b>					

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
<b>1094627 - Open Gym Program.</b>					
Check	07/29/2014	106032	Cohen, Michael J	Open Gym Supplies Reimbursement	123.82
Check	08/01/2014	106105	Sam's Club (YFS 0748 1)	Open Gym Hot Dogs	35.70
Check	08/01/2014	106105	Sam's Club (YFS 0748 1)	Open Gym Snacks	259.61
Check	08/01/2014	106105	Sam's Club (YFS 0748 1)	Open Gym Snacks/Hot Dogs	269.38
Total 1094627 - Open Gym Program.					688.51
<b>1094645 - Printing</b>					
Check	07/29/2014	106035	A1 Trophies & Awards, Inc	Inv# 15831 Name Badge	7.95
Check	07/29/2014	106053	Kwik Print	Inv# 52867 Business Cards	38.60
Check	07/29/2014	106062	Quill Corporation	Inv# 4499434 Ink (4)	224.96
Total 1094645 - Printing					271.51
<b>1094647 - Office Supplies</b>					
Check	07/29/2014	106062	Quill Corporation	Inv# 4386007 Stapler	11.66
Check	07/29/2014	106062	Quill Corporation	Inv# 4376102 Paper/Binders/Folders	62.01
Total 1094647 - Office Supplies					73.67
<b>1094648 - Community Affairs</b>					
Check	07/29/2014	106036	AITCOY	AITCOY Olympics Medals (22)	37.40
Check	07/29/2014	106040	Bartlett Sports	Inv# 3517 Department Shirts (2)	50.00
Total 1094648 - Community Affairs					87.40
<b>1094791 - Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	2,183.01
Total 1094791 - Health Insurance					2,183.01
<b>1094792 - Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	11.85
Total 1094792 - Dental, Vision & Life Insurance					11.85
Total 109OUT - Outreach & Prevention					3,315.95
Total 109YFS - Youth & Family Services					8,968.91
Total 1014 - Town Fund - Expenditures					58,536.24
<b>1104 - Senior Center - Expenditures</b>					
<b>1104ADM - Administration</b>					
<b>1104523 - Recruitment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Job Posting - C Hope Therapist	148.61
Total 1104523 - Recruitment					148.61
<b>1104527 - Equipment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Computer Software Upgrade	39.48
Check	07/23/2014	CC June...	JP Morgan Chase	Software Upgrade	87.39
Check	07/29/2014	106063	Pitney Bowes	Acct# 6871669 Postage Machine Rental	132.82
Check	08/01/2014	106108	Staples	Credit for Inv# 3208234137	-24.49

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Total 1104527 · Equipment					235.20
<b>1104528 · Office Supplies</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Scale Battery	19.42
Check	08/01/2014	106108	Staples	Inv# 3236635830 Ink Cartridges/Copy Paper/Wireless Mouse	257.05
Total 1104528 · Office Supplies					276.47
<b>1104534 · Dues, Subs &amp; Publications</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	American Society on Aging Annual Membership	75.00
Total 1104534 · Dues, Subs & Publications					75.00
<b>1104535 · Travel</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Senior Trip Parking	14.00
Total 1104535 · Travel					14.00
<b>1104538 · Community Affairs</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Refreshments	18.30
Total 1104538 · Community Affairs					18.30
<b>1104591 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	10,619.08
Total 1104591 · Health Insurance					10,619.08
<b>1104592 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	39.50
Total 1104592 · Dental, Vision & Life Insurance					39.50
Total 1104ADM · Administration					11,426.16
<b>1104NUT · Nutrition</b>					
<b>1105551 · Food</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	16.58
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	18.43
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	42.88
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	170.82
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	21.76
Check	07/23/2014	CC June...	JP Morgan Chase	Baked Goods	62.04
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	36.86
Check	07/23/2014	CC June...	JP Morgan Chase	Baked Goods	43.51
Check	07/23/2014	CC June...	JP Morgan Chase	Baked Goods	43.63
Check	07/29/2014	106050	Gordon Food Service	Inv# 157621036 Nutrition Program	896.73
Check	07/29/2014	106050	Gordon Food Service	Inv# 157729855 Nutrition Program	629.66
Check	07/29/2014	106050	Gordon Food Service	Credit on Account Ck# 105390	-42.32
Check	07/29/2014	106051	Get Fresh Produce, Inc	Inv# 1650719 Nutrition Program	362.56
Check	07/29/2014	106051	Get Fresh Produce, Inc	Inv# 1648819 Nutrition Program	37.41
Check	07/29/2014	106051	Get Fresh Produce, Inc	Inv# 1654954 Nutrition Program	157.65
Check	07/29/2014	106051	Get Fresh Produce, Inc	Inv# 1651169 Nutrition Program	15.67

**Hanover Township  
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Type	Date	Num	Name	Memo	Amount
Total 1105551 · Food					2,513.87
<b>1105552 · Equipment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Kitchen Alarm and Thermometer	85.99
Check	07/23/2014	CC June...	JP Morgan Chase	Adaptive Utensils	100.51
Check	07/23/2014	CC June...	JP Morgan Chase	Push Pins	14.36
Check	07/23/2014	CC June...	JP Morgan Chase	Cafe Communication Cork Board	33.12
Total 1105552 · Equipment					233.98
<b>1105553 · Supplies</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Garden Supplies	129.03
Check	07/29/2014	106050	Gordon Food Service	Inv# 157621036 Nutrition Program	22.33
Check	07/29/2014	106050	Gordon Food Service	Inv# 157729855 Nutrition Program	259.77
Total 1105553 · Supplies					411.13
<b>1105791 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	937.61
Total 1105791 · Health Insurance					937.61
<b>1105792 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	3.95
Total 1105792 · Dental, Vision & Life Insurance					3.95
Total 1104NUT · Nutrition					4,100.54
<b>1104SOC · Social Services</b>					
<b>1104514 · Weekend Programming</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Weekend Programming Book Club	14.95
Check	07/23/2014	CC June...	JP Morgan Chase	Weekend PProgramming Refreshments	34.35
Check	07/29/2014	106065	Tom Pope	Pool Tournament Prize	29.99
Total 1104514 · Weekend Programming					79.29
<b>1104515 · Programming</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Indiana Trip (23)	350.00
Check	07/23/2014	CC June...	JP Morgan Chase	Trunk Sale Signage	163.62
Check	07/23/2014	CC June...	JP Morgan Chase	Playing Cards for Bridge	20.97
Check	07/23/2014	CC June...	JP Morgan Chase	Monthly Movie Subscription	15.99
Check	07/23/2014	CC June...	JP Morgan Chase	Camera Film for RTA	75.74
Check	07/23/2014	CC June...	JP Morgan Chase	Art Class Trip	40.00
Check	07/23/2014	CC June...	JP Morgan Chase	Program Refreshments	22.38
Check	07/23/2014	CC June...	JP Morgan Chase	iMovie Software	15.93
Check	07/23/2014	CC June...	JP Morgan Chase	Program Candy Bag	66.91
Check	07/23/2014	CC June...	JP Morgan Chase	Watercolor Class	50.00
Check	07/23/2014	CC June...	JP Morgan Chase	Senior Trip Nighttime Locator	26.58
Check	07/23/2014	CC June...	JP Morgan Chase	Senior Dinner- Wildfire (32)	837.86
Check	07/23/2014	CC June...	JP Morgan Chase	Indiana Trip Lunch (23)	273.13
Check	07/23/2014	CC June...	JP Morgan Chase	Indiana Senior Trip Lodging (23)	4,150.76
Check	07/23/2014	CC June...	JP Morgan Chase	Cafe Audio Speaker	27.50
Check	07/23/2014	CC June...	JP Morgan Chase	Senior Outing Lunch	551.37

**Hanover Township  
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Type	Date	Num	Name	Memo	Amount
Check	07/23/2014	CC June...	JP Morgan Chase	Pizza and Movie	188.20
Check	07/23/2014	CC June...	JP Morgan Chase	Trip Escort Lunch	28.45
Check	07/23/2014	CC June...	JP Morgan Chase	Goodman Theatre Senior Trip (31)	843.41
Check	07/29/2014	106033	Douglas, Cristan	Senior Trip Lunches	22.21
Check	07/29/2014	106034	About Tours	Senior Trip - Chinatown Tour (30)	1,290.00
Check	07/29/2014	106039	Dorothy Bell	Goodman Theatre Refund	58.00
Check	07/29/2014	106067	Streamwood Park District	Exercise Class Instruction - June	350.00
Check	07/29/2014	106067	Streamwood Park District	Exercise Class Instruction - May	350.00
Check	08/01/2014	106081	Todd Donnelly	Summer Celebration Entertainment Deposit	200.00
Check	08/01/2014	106082	Lindy's Landing	Senior Program Lunch Bunch	412.00
Total 1104515 · Programming					10,431.01
<b>1104516 · Social Services</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Memory Support Group Refreshments	6.61
Total 1104516 · Social Services					6.61
<b>1104520 · Volunteer Services</b>					
Check	08/01/2014	106083	William Riccio	Home Delivered Meals Mileage Reimbursement	40.04
Check	08/01/2014	106084	Gerardo Amargos	Home Delivered Meals Mileage Reimbursement	35.28
Check	08/01/2014	106085	Jerome Krzywdzinski	Home Delivered Meals Mileage Reimbursement	76.16
Check	08/01/2014	106087	Lynne Schiller	Home Delivered Meals Mileage Reimbursement	25.20
Total 1104520 · Volunteer Services					176.68
<b>1104531 · Computer Instruction</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Computer Class Instruction	72.00
Total 1104531 · Computer Instruction					72.00
<b>1104532 · Visual Arts</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Art Supplies	56.08
Check	07/23/2014	CC June...	JP Morgan Chase	Art Supplies	58.96
Check	07/23/2014	CC June...	JP Morgan Chase	Art Supplies	43.08
Check	07/29/2014	106027	Baptist, Susan L	Art Supplies	32.97
Total 1104532 · Visual Arts					191.09
<b>1104560 · Psychiatric Services</b>					
Check	07/29/2014	106025	Alexian Brothers Center for Mental Health	C - Hope Psychiatry Visits	1,408.00
Total 1104560 · Psychiatric Services					1,408.00
Total 1104SOC · Social Services					12,364.68
<b>1104TRN · Transportation</b>					
<b>1104512 · Volunteer Express</b>					
Check	08/01/2014	106086	JoAnita Duczak	Volunteer Express Mileage Reimbursement	169.68
Total 1104512 · Volunteer Express					169.68
<b>1104518 · Vehicle Maintenance</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Extension Cord	16.04
Check	07/23/2014	CC June...	JP Morgan Chase	Air Freshners	4.76

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Check	07/23/2014	CC June...	JP Morgan Chase	Blower Motor Replacement / AC Repair	439.26
Total 1104518 · Vehicle Maintenance					460.06
<b>1104551 · Training</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Staff Training Lunch	88.50
Check	07/23/2014	CC June...	JP Morgan Chase	Nutrition Program	37.54
Total 1104551 · Training					126.04
<b>1104552 · Fuel</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Kitchen Renovation Tile	704.48
Check	07/29/2014	106072	Village of Hanover Park (Fuel)	Inv# 2014-12 June Fuel	5,282.58
Total 1104552 · Fuel					5,987.06
<b>1104691 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	3,959.97
Total 1104691 · Health Insurance					3,959.97
<b>1104692 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	32.79
Total 1104692 · Dental, Vision & Life Insurance					32.79
Total 1104TRN · Transportation					10,735.60
Total 1104 · Senior Center - Expenditures					38,626.98
<b>2024 · Welfare Services - Expenditures</b>					
<b>2024ADM · Administration</b>					
<b>2024202 · Office Supplies</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Trash Liners	25.64
Check	08/01/2014	106094	A1 Trophies & Awards, Inc	Inv# 15862 Name Badge	7.95
Check	08/01/2014	106108	Staples	Inv# 3235798995 Glue Stick/Folders/Copy Paper	125.39
Total 2024202 · Office Supplies					158.98
<b>2024204 · Equipment</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Computer Mouse	53.99
Check	07/29/2014	106042	Cintas #22	Inv# 22743370 Fleece	37.84
Check	07/29/2014	106075	Wells Fargo Financial Leasing 003	Acct# 0090075-003 Copy Machine Rental	150.00
Check	08/01/2014	106093	Ace Coffee Bar	Inv# 2940-358521 Cooler Rental	89.85
Check	08/01/2014	106096	Comcast (WS)	Acct# 8771 10 085 0097898 Monthly Charges	85.89
Total 2024204 · Equipment					417.57
<b>2024205 · Travel &amp; Training</b>					
Check	08/01/2014	106088	General Assistance Training Institute	GATI Training Seminar	130.00
Total 2024205 · Travel & Training					130.00
<b>2024210 · Printing</b>					
Check	08/01/2014	106103	Kwik Print	Inv# 52926 Business Cards	38.60

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Type	Date	Num	Name	Memo	Amount
Total 2024210 · Printing					38.60
<b>2024212 · Dues &amp; Publications</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Case Manager Position Posting	50.00
Total 2024212 · Dues & Publications					50.00
<b>2024213 · Community Affairs / Misc</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Community Cleanup Volunteer Lunch	196.05
Total 2024213 · Community Affairs / Misc					196.05
<b>2024507 · Professional Services</b>					
Check	07/29/2014	106073	Verify (XHANGA)	Inv# 880132 Background Check	16.00
Check	07/29/2014	106073	Verify (XHANGA)	Inv# 888021 Background Check (2)	32.00
Total 2024507 · Professional Services					48.00
<b>2024509 · Volunteer Appreciation</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Staff Appreciation Cake	30.99
Check	07/23/2014	CC June...	JP Morgan Chase	Staff Appreciation Lunch	115.88
Total 2024509 · Volunteer Appreciation					146.87
<b>2024510 · Miscellaneous</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Tax on Garden Expenses	4.04
Total 2024510 · Miscellaneous					4.04
<b>2024591 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,834.68
Total 2024591 · Health Insurance					1,834.68
<b>2024592 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	0.00
Total 2024592 · Dental, Vision & Life Insurance					0.00
Total 2024ADM · Administration					3,024.79
<b>2024EMP · Employment Services</b>					
<b>2024218 · Travel &amp; Training</b>					
Check	08/01/2014	106079	Rogala, William M	Mileage Reimbursement	17.63
Total 2024218 · Travel & Training					17.63
<b>2024220 · Printing</b>					
Check	08/01/2014	106103	Kwik Print	Inv# 52942 Employment Services Brochure	269.40
Total 2024220 · Printing					269.40
<b>2024221 · Professional Services</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	LinkedIn Business Subscription	239.40
Total 2024221 · Professional Services					239.40
<b>2024291 · Health Insurance</b>					

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	
Total 2024291 · Health Insurance					0.00
<b>2024292 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	3.95
Total 2024292 · Dental, Vision & Life Insurance					3.95
Total 2024EMP · Employment Services					530.38
<b>2024HOM · Home Relief</b>					
<b>2024102 · Rent</b>					
Check	07/29/2014	2958	Spring Lakes Estates	August 2014 Rent	400.00
Check	07/29/2014	2960	Prominent Property Management, Inc	August 2014 Rent	620.00
Check	07/29/2014	2961	Prominent Property Management, Inc	August 2014 Rent	650.00
Check	07/29/2014	2962	Son Hui Anderson	August 2014 Rent	500.00
Check	07/29/2014	2963	Jason Ludwig	August 2014 Rent	650.00
Check	07/29/2014	2965	Cook County Treasurer	PIN 17-110-007-000	117.65
Check	07/29/2014	2969	E Eight Inc	August 2014 Rent	650.00
Check	07/29/2014	2970	William Kallas	August 2014 Rent	500.00
Check	07/29/2014	2971	Ralph Kanehl Sr.	August 2014 Rent	400.00
Check	07/29/2014	2972	Dale Panganiban	August 2014 Rent	550.00
Check	07/29/2014	2973	Paul Krella	August 2014 Rent	650.00
Check	07/29/2014	2974	Cook County Treasurer	PIN 06-305-051-1045	150.21
Check	07/29/2014	2978	Bartlett Green V Condo Assoc.	August 2014 Rent	150.21
Check	07/29/2014	2979	Gwen Shafala	August 2014 Rent	650.00
Check	07/29/2014	2981	CarolAnn Sansone	August 2014 Rent	450.00
Check	07/29/2014	2982	Cynthia Wheelock	August 2014 Rent	500.00
Check	07/29/2014	2986	Orchard Hill Apartments	August 2014 Rent	650.00
Total 2024102 · Rent					8,238.07
<b>2024103 · Utilities</b>					
Check	07/29/2014	2959	Com Ed	Utilities Assistance Acct# 6999642103	20.00
Check	07/29/2014	2964	NICOR	Utilities Assistance Acct#97-66-45-407 1 9	105.80
Check	07/29/2014	2966	Com Ed	Utilities Assistance Acct# 7923239031	91.73
Check	07/29/2014	2967	City of Elgin	Water Acct 395565-28355	42.82
Check	07/29/2014	2975	Village of Bartlett	Utilities Assistance 51869	29.74
Check	07/29/2014	2976	NICOR	Utilities Assistance Acct# 46-30-77-1000 -7	7.00
Check	07/29/2014	2980	Village of Bartlett	Utilities Assistance 52229	25.36
Check	07/29/2014	2983	NICOR	Utilities Assistance Acct#41-61-87-1000 2	138.54
Check	07/29/2014	2984	Village of Streamwood	Utilities Assistance Acct# 190-00146-00-01	26.31
Check	07/29/2014	2985	Advanced Disposal - Batavia T0	Utilities Assistance Acct# T0181765	102.28
Check	07/29/2014	2987	Xoom Energy	Utilities Assistance Acct# 94654-70007	113.59
Check	07/29/2014	2988	NICOR	Utilities Assistance Acct# 91-39-89-8791 6	131.62
Check	07/29/2014	2989	Com Ed	Utilities Assistance Acct# 7529909010	404.79
Check	08/01/2014	2991	NICOR	Utilities Assistance Acct# 45-21-88-7784-8	296.06
Check	08/01/2014	2992	Village of Streamwood	Utilities Assistance Acct# 254-0073-00-01	78.79
Check	08/01/2014	2993	NICOR	Utilities Assistance Acct# 28-47-25-8896 2	22.00
Total 2024103 · Utilities					1,636.43

## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
<b>2024105 · Clothing</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	RS CS Essential Cards	250.00
Check	07/29/2014	2956	Walmart	Personal Essentials Cards (11)	1,535.00
Total 2024105 · Clothing					1,785.00
<b>2024106 · Travel Expenses</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	Gas Card	50.00
Check	07/29/2014	2957	BP Gas Station	Fuel Assistance Gas Cards (6)	500.00
Check	07/29/2014	2968	Progressive	Car Ins Policy 901715698	25.00
Check	07/29/2014	2977	State Farm Insurance	Insurance Acct# 1271137701	67.00
Total 2024106 · Travel Expenses					642.00
<b>2024119 · Emergency Assistance</b>					
Check	08/01/2014	2990	Com Ed	Utilities Assistance Acct# 8584320087	655.21
Total 2024119 · Emergency Assistance					655.21
Total 2024HOM · Home Relief					12,956.71
Total 2024 · Welfare Services - Expenditures					16,511.88
<b>3034 · Road &amp; Bridge - Expenditures</b>					
<b>3034ADM · Administration</b>					
<b>3034701 · Legal</b>					
Check	07/29/2014	106055	Kelley, Kelley, and Kelley	Legal Fees	247.50
Check	07/29/2014	106070	Tressler LLP	Inv# 344915 Legal Fees	311.50
Total 3034701 · Legal					559.00
<b>3034702 · Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	1,312.24
Total 3034702 · Insurance					1,312.24
<b>3034710 · Community Affairs</b>					
Check	07/29/2014	106058	Newport Printing Services	Inv# 6540 Updated Lettering on Recycling Banners	20.00
Total 3034710 · Community Affairs					20.00
<b>3034711 · Utilities</b>					
Check	07/29/2014	106060	Nicor 44	Acct# 44-51-77-1000 8 Monthly Charges	186.66
Total 3034711 · Utilities					186.66
<b>3034792 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	11.85
Total 3034792 · Dental, Vision & Life Insurance					11.85
<b>3034793 · Unemployment</b>					
Check	07/23/2014	106009	Illinois Dept of Employment Security	IL Acct #0807487 - Unemployment Balance Due	93.90
Total 3034793 · Unemployment					93.90

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Type	Date	Num	Name	Memo	Amount
Total 3034ADM · Administration					2,183.65
<b>3034ROD · Road Maintenance</b>					
<b>3034602 · Operating Supplies &amp; Materials</b>					
Check	07/29/2014	106038	Alonso Tree Service	Tree/Stump Removal (4)	2,000.00
Check	07/29/2014	106048	Earth, Inc	Inv# 110584 Topsoil	87.50
Check	07/29/2014	106057	Martin Implement Sales, Inc	Inv# A35208 Trimmer Display	495.90
Check	07/29/2014	106066	Road Safe Traffic Systems	Inv# 24932 Posts (20)	320.00
Total 3034602 · Operating Supplies & Materials					2,903.40
<b>3034603 · Gasoline</b>					
Check	07/29/2014	106072	Village of Hanover Park (Fuel)	Inv# 2014-12 June Fuel	1,265.77
Total 3034603 · Gasoline					1,265.77
<b>3034607 · Contract Work</b>					
Check	07/29/2014	106068	Schroeder Asphalt Services, Inc	Balance Due -Drainage/Pavement Removal/Patching/Resurfacing	5,602.95
Total 3034607 · Contract Work					5,602.95
<b>3034610 · Street Lighting</b>					
Check	07/29/2014	106041	Com Ed 000 & 048 (R&B)	Acct# 0657043000 Monthly Charges	17.67
Total 3034610 · Street Lighting					17.67
Total 3034ROD · Road Maintenance					9,789.79
Total 3034 · Road & Bridge - Expenditures					11,973.44
<b>5054 · Mental Health - Expenditures</b>					
<b>5054ADM · Administration</b>					
<b>5054005 · Training</b>					
Check	07/29/2014	106019	Grantmakers for Effective Organizations	Grantmakers Remote Learning Series Training	250.00
Total 5054005 · Training					250.00
<b>5054006 · Travel</b>					
Check	07/29/2014	106018	Vana, Kristin N	Mileage Reimbursement	58.76
Total 5054006 · Travel					58.76
<b>5054012 · Office Supplies</b>					
Check	08/01/2014	106108	Staples	Inv# 3235798992 Wireless Mouse	39.99
Total 5054012 · Office Supplies					39.99
<b>5054538 · Miscellaneous</b>					
Check	07/23/2014	CC June...	JP Morgan Chase	MHB Meeting Refreshments	45.27
Check	07/29/2014	106018	Vana, Kristin N	Human Services Coordinating Council Refreshments	32.16
Total 5054538 · Miscellaneous					77.43
<b>5054591 · Health Insurance</b>					
Check	07/29/2014	106074	United Healthcare	Cust# 530960 Policy Coverage	656.12

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## Hanover Township Board Audit Report July 23 through August 5, 2014

Type	Date	Num	Name	Memo	Amount
Total 5054591 · Health Insurance					656.12
<b>5054592 · Dental, Vision &amp; Life Insurance</b>					
Check	07/29/2014	106047	Dearborn National	Monthly Life Insurance Premium	3.95
Total 5054592 · Dental, Vision & Life Insurance					3.95
Total 5054ADM · Administration					1,086.25
<b>5054COM · Community Resource Center</b>					
<b>5054210 · Utilities</b>					
Check	07/29/2014	106011	Com Ed 019 (MHB)	Acct# 6992134019 Monthly Charges	399.00
Check	07/29/2014	106012	Nicor (MHB)	Acct# 84-67-77-1000 0 Monthly Charges	120.25
Total 5054210 · Utilities					519.25
<b>5054250 · Building Maintenance</b>					
Check	07/29/2014	106013	Tyco Integrated Security LLC	Inv# 22292469 Quarterly Monitoring	273.00
Check	07/29/2014	106014	Groot Recycling & Waste Services Inc	Acct# 16790-001 Monthly Charges	43.06
Total 5054250 · Building Maintenance					316.06
<b>5054286 · Agency Support Services</b>					
Check	07/29/2014	106015	Hinckley Springs (MHB)	Acct# 16681552567400 Monthly Charges	45.19
Check	07/29/2014	106016	PAETEC	Acct# 9097797 Monthly Charges April	91.24
Check	07/29/2014	106016	PAETEC	Acct# 1173538 Monthly Charges April	91.24
Total 5054286 · Agency Support Services					136.43
Total 5054COM · Community Resource Center					971.74
<b>5054SVC · Service Contracts</b>					
<b>5054123 · Easter Seals</b>					
Check	07/29/2014	106021	Easter Seals DuPage & Fox Valley Regi...	Medical Rehabilitative Services	11,468.75
Total 5054123 · Easter Seals					11,468.75
<b>5054128 · RENZ Outpatient</b>					
Check	07/29/2014	106023	Renz Addiction Counseling Center	Outpatient Treatment	7,745.30
Total 5054128 · RENZ Outpatient					7,745.30
<b>5054162 · Tide Transportation</b>					
Check	07/29/2014	106020	A#1 Cab Dispatch Inc	July Transportation Invoices	345.75
Total 5054162 · Tide Transportation					345.75
<b>5054177 · Staff Development Grant Fund</b>					
Check	07/29/2014	106017	Ecker Center for Mental Health	Motivational Interviewing Presentation Grant	1,200.00
Total 5054177 · Staff Development Grant Fund					1,200.00
<b>5054199 · GEFCC - Adult Psych</b>					
Check	07/29/2014	106024	Greater Elgin Family Care Center	Adult Psychiatric Services	80.00
Total 5054199 · GEFCC - Adult Psych					80.00

2:09 PM

08/01/14

Accrual Basis

**Hanover Township  
Board Audit Report  
July 23 through August 5, 2014**

<u>Type</u>	<u>Date</u>	<u>Num</u>	<u>Name</u>	<u>Memo</u>	<u>Amount</u>
<b>5054200 · Kenneth Young Center - SASS</b>					
Check	07/29/2014	106022	Kenneth Young Center	Screening Assessment Supportive Services	5,367.18
Total 5054200 · Kenneth Young Center - SASS					<u>5,367.18</u>
Total 5054SVC · Service Contracts					<u>26,206.98</u>
Total 5054 · Mental Health - Expenditures					28,264.97
<b>8084 · Capital Projects - Expenditures</b>					
<b>8084420 · Izaak Walton CDBG Project</b>					
Check	08/01/2014	106101	Hitchcock Design Group	Inv# 16608 IWC CDBG Design	3,562.79
Total 8084420 · Izaak Walton CDBG Project					<u>3,562.79</u>
<b>8084425 · Building &amp; Perm Improvements</b>					
Check	08/01/2014	106107	S.W. Westfall Maintenance	Inv# 42381 Sink Hose Water Lines Routing	375.00
Total 8084425 · Building & Perm Improvements					<u>375.00</u>
Total 8084 · Capital Projects - Expenditures					<u>3,937.79</u>
<b>TOTAL</b>					<b><u><u>158,038.77</u></u></b>

- 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, Caramelli, and Krick, and Supervisor McGuire. Absent was Trustee Burke.  
  
No other Elected Officials were present.  
  
Others present included Administrator James Barr, Assistant Administrator Suzanne Powers, Community & Veterans Affairs Director Thomas Kuttentburg, Emergency Services Director Craig Essick, Facilities & Maintenance Director Steve Spejcher, Mental Health Board Manager Kristin Vana, Senior Services Director Barb Kurth-Schuldt, Social Services Diana Mondragon, Welfare Services Director Mary Jo Imperato, Food Pantry Manager Lori Orozco, Youth & Family Services Director John Parquette, Attorney Mike Airdo, Management Analyst Amy Kaufholz, Grover Twp. Road Commissioner, and Village of Streamwood Trustee Mike Baumer.
- II. The Supervisor invited everyone to stand and join him in 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. Presentation: Mr. McGuire invited Director Kurth-Schuldt to introduce the Department's newest employee, Diana Mondragon, Social Services staff member. The Board welcomed Diana.
- V. Reports
  - A. Supervisor: Mr. McGuire announced that Township Strategic Planning would be starting earlier this year and that this year we would be using Executive Service Corps and that they would be reaching out to Board, staff and community regarding issues that we may address during the process. He announced that Ms Susan Alborell, Clinical Manager in Youth & Family Services, is retiring; a reception in her honor would be held tomorrow from 11-12:30 in Downey Hall. She will be sorely missed. He also reminded everyone that the TOI Annual Conference is coming up November 9-11 and encouraged those who would like to attend to let Mr. Barr know so that he can make the appropriate reservations.
  - B. Clerk: Ms Dolan Baumer reported that she had the opportunity last Friday to give a presentation to thirty-five clerks from mid and northern Illinois on basic Clerk Responsibilities with the Township Officials of Illinois and that she attended the education seminar, as well.
  - C. Highway Commissioner: Commissioner Ochoa was not present.
  - D. Assessor: Assessor Smogolski was not present.
  - E. Treasurer: A motion was made by Trustee Caramelli 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, Krick, and Caramelli, and Supervisor McGuire. Nays: None. Motion carried and the Treasurer's report was adopted.
  - F. Department Reports: Departments submitted reports for the Board's review and information. Highlights included a new hire as the Veteran Specialist Sarah Raby joined Community & Veterans Affairs, as reported by Director Kuttentburg.
- VI. Bill Paying  
Administrator Barr offered bills for approval for July 2 through July 22, 2014 for the Alexian Brothers as follows:

Town Fund	\$670.15
Senior Center	<u>3,450.00</u>
Total All Funds	<u>\$4,120.15</u>

A motion was made by Trustee Caramelli to approve the bills as presented for July 2, 2014 through July 22, 2014 for Alexian Brothers; Trustee Benoit seconded the motion. Roll call: Ayes: Trustees Krick and Caramelli, and Supervisor McGuire. Nays: none. Abstain: Trustee Benoit. Motion carried.

Administrator Barr offered bills for approval for July 2, 2014 through July 22, 2014 as follows:

a. Town Fund	\$55,052.89
b. Senior Center	26,572.79
c. Welfare Services	3,576.45
d. Road and Bridge	24,823.83
e. Mental Health Board	125,180.62
f. Vehicle	200.00
g. Capital	6,722.77
Total All Funds:	<u>\$242,129.35</u>

A motion was made by Trustee Benoit to approve the bills as presented for July 2, 2014 through July 22, 2014 as presented; Trustee Caramelli seconded the motion. Roll call: Ayes: Trustees Benoit, Krick and Caramelli, and Supervisor McGuire. Nays: none. Motion carried.

VII. Unfinished Business: Mr. Essick reported that the Northwest 4<sup>th</sup> went very well with twelve volunteers from Emergency Services, complemented by the Desplaines EMA unit; the reduction in attendance made for an easier event. Clerk Dolan Baumer noted that there would be no fireworks at the Streamwood Summer Celebration this year.

VIII. New Business

A. Regular Meeting Minutes of July 1, 2014: Clerk Dolan Baumer presented the regular meeting minutes of July 1, 2014 for review and approval. A motion was made by Trustee Caramelli to approve the regular meeting minutes of July 1, 2014, with a second by Trustee Benoit. Roll call: ayes: Trustees Benoit, Krick and Caramelli, and Supervisor McGuire. Motion carried.

B. Workshop Minutes of July 1, 2014: Clerk Dolan Baumer presented the workshop minutes of July 1, 2014 for review and approval by the Board. A motion was made by Trustee Benoit to approve the workshop minutes of July 1, 2014 as presented; Trustee Krick seconded the motion. Roll call: ayes: Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire. Motion carried.

C. Appointments to the Committee on Youth: Trustee Krick made a motion to approve the Supervisor's appointments to the Committee on Youth (Master Eric Loera, Miss Shraddha Patel, and Miss Roshni Patel, all of Streamwood High School). Trustee Benoit seconded the motion. Trustee Benoit noted that she found the candidates very qualified, with excellent letters of recommendation; Mr. McGuire was happy to note that the student candidates are entering their junior year of high school and we may have them on the Committee for a longer period. Roll call: ayes: Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire. Motion carried.

IX. Executive Session: No motion to go into closed session was made.

X. Workshop: **Welfare Services**. A motion was made by Trustee Caramelli to adjourn into a workshop for the purpose of discussing Welfare Services Department and its progress on goals year to day. The motion was seconded by Trustee Benoit and followed by a roll call vote. Ayes: Supervisor McGuire and Trustees Benoit, Krick, and Caramelli. The Board adjourned into the workshop at 7:16 p.m.

Board members returned from the workshop at 7:50 p.m. and Mr. McGuire called the regular meeting back to order. Roll call: present were Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire.

XI. Other Business: Mr. McGuire asked that the Board consider naming Lacy Park after past Supervisor

Mr. Bill Tiknis in recognition of his service to the Township. This would be an item on a future agenda for discussion.

- XII. Adjournment: There being no further business to come before this Board, Supervisor McGuire asked for a motion to adjourn at 7:51 o'clock p.m. Motion to adjourn was made by Trustee Krick and it was seconded by Trustee Benoit. Roll call: ayes: Trustees Benoit, Burke and Caramelli, and Supervisor McGuire. 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



Workshop: **Welfare Services**

Supervisor McGuire called the workshop to order at 7:21 p.m. Clerk Dolan Baumer called the roll; present were Trustees Benoit, Krick, and Caramelli, and Supervisor McGuire.

Also present were Clerk Dolan Baumer, Administrator Barr, Assistant Administrator Suzanne Powers, Community & Veterans Affairs Director Thomas Kuttentburg, Emergency Services Director Craig Essick, Facilities & Maintenance Director Steve Spejcher, Mental Health Board Manager Kristin Vana, Senior Services Director Barb Kurth-Schuldt, Social Services Diana Mondragon, Welfare Services Director Mary Jo Imperato, Food Pantry Manager Lori Orozco, Youth & Family Services Director John Parquette, Attorney Mike Airdo, Management Analyst Amy Kaufholz, and Village of Streamwood Trustee Mike Baumer.

Director Imperato gave a presentation that included a review of the Welfare Service Department's mission and current services offered, including General Assistance, with a grant of \$650 per month. GA served 255 duplicated and 57 unduplicated residents in FY14. She reviewed the demographics noting that the largest population served is over 50 years old.

The Emergency Assistance benefit is \$1,500 for a family of five or more members and residents may apply every 18 months. In FY14, they reviewed 311 applications and approved 72 recipients of the benefit.

Financial and other services the department provides includes LIHEAP (FY14: 1,090), IL Benefits Access (Circuit Breaker)(FY14: 19), ComEd Hardship (FY14: 86), Weatherization (FY14: 3), and Access to Care (FY14: 6). Additional services include the Furnace Program, Northern IL Food Bank, CEDA, and use of the Hanover Township Foundation funds for other emergencies not covered in the area key areas.

In FY14, the staff served 2,744 resident in crisis intake, which is down from FY13, yet up from FY12.

Director Imperato then reviewed the Food Pantry statistics, noting that the Township Pantry is open six days and is served by Auxiliary Staff. In FY14, the Pantry served 10,921 resident families. Events connected to the Food Pantry were reviewed.

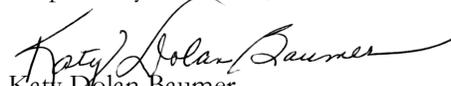
New in FY14 was the Employment Services program with the program kick off in December 2012. The stated goals were met for FY14.

The department's goals for FY15 include researching and implementing a scanning/bar code system to assist with food pantry client check-in and usage; and establishing a relationship with the Chicago-Cook Workforce Partnership and applying for Employment Services grant funding.

Director Imperato reviewed the trends and upcoming event, then recognized her staff. She said that she is looking for any input the Board may have that will add to services provided. Mr. McGuire said that the return of respect and dignity for the department's clients is evidenced in the many letters and recommendations he has received; those are a testament to the staff.

*A motion was made by* Trustee Benoit to adjourn back into regular session and seconded by Trustee Krick. Roll call: Ayes: Trustee Benoit, Krick and Caramelli and Supervisor McGuire. The workshop adjourned back in to regular session at 7:45 p.m.

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	Y&F Services	Village of Streamwood
	Bartlett Library	Highway Commissioner	Streamwood Park District	

**RESOLUTION \_\_\_\_\_**

**A RESOLUTION AUTHORIZING THE EXECUTION  
OF AN INTERGOVERNMENTAL AGREEMENT BETWEEN  
HANOVER TOWNSHIP AND THE VILLAGE OF HANOVER PARK FOR THE ASTOR  
AVENUE OFF-STREET PARKING FACILITY**

**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 Village of Hanover Park, (the "Agreement"), for the use of the Astor Avenue Off-Street Parking Facility, 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: August 5, 2014

APPROVED: August 5, 2014

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Brian P. McGuire, Township Supervisor

ATTEST:

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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 August 5, 2014, and approved on August 5, 2014 as the same appears from the official records of Hanover Township.

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Katy Dolan Baumer, Township Clerk

**INTERGOVERNMENTAL AGREEMENT FOR THE  
USE OF THE ASTOR AVENUE OFF-STREET PARKING FACILITY**

This Intergovernmental Agreement for the use of the Astor Avenue Off-Street Parking Facility is entered into as of the 7<sup>th</sup> day of August, 2014, by and between the Village of Hanover Park, an Illinois municipal corporation (the “Village”) and Hanover Township, an Illinois Township (the “Township”) (collectively, the Village and the Township may be referred to as the “Parties”).

WHEREAS, the Township is the owner of the property located at 7431 Astor Avenue, Hanover Park, Illinois, 60133, legally described as:

Lot 4 (except the South 5.0 feet thereof) and the South 10 feet of Lot 3 in Block 15 of Unit 5, Hanover Gardens First Addition, being a subdivision of Blocks 9 and 15 of Unit 3, Hanover Gardens First Addition, being a part of the West half of the Southeast quarter and the part of the East half of the Southwest quarter of Section 25, Township 41 North, Range 9, East of the Third Principal Meridian, in the Village of Hanover Park, Cook County, Illinois,

PIN: 06-25-302-058

(the “Property”); and

WHEREAS, on December 2, 1999, the Village approved Ordinances O-99-61 and O-99-62 granting a special use and variation for the Property; and

WHEREAS, Ordinance O-99-62 granted a variation for the reduction in the number of parking spaces for the Property upon the condition that others fund the construction of five (5) off-site parking spaces to be constructed by the Village within the existing Astor Avenue right-of-way; and

WHEREAS, the Village has constructed off-street parking spaces within the Astor Avenue right-of-way between Briarwood Lane and Irving Park Road, with an entrance from Briarwood Lane (the “Astor Avenue Off-Street Parking Facility”) in compliance with its ordinances; and

WHEREAS, the Township now desires use of nine (9) of the available parking spaces within the Astor Avenue Off-Street Parking Facility for its employees and volunteers; and

WHEREAS, the parties previously entered into a Parking Agreement on July 1, 2000, concerning parking spaces at the Astor Avenue Off-Street Parking Facility but mutually terminated said agreement and now desire to enter into a new agreement; and

WHEREAS, the parties wish to enter into this Agreement for the use of the Astor Avenue Off-Street Parking Facility by the employees and volunteers of the Township, and

WHEREAS, the Village has the authority to enter into this Parking Agreement pursuant to Section 11-76-1 of the Illinois Municipal Code (65 ILCS 5/11-76-1) and its home rule authority; and

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;” and

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 foregoing recitals, and the mutual covenants and promises set forth herein, and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Township and the Village hereby agree as follows:

1. Preamble. The recitals contained in the Preamble hereof are true in substance and in fact, and are incorporated herein as if fully set forth, both substantially and as evidencing the intent of the parties.

2. License Granted. The Village hereby grants a license to the Township for the use of nine (9) parking spaces in the Astor Avenue Off-Street Parking Facility by the Township’s employees and volunteers for the Term, and any Renewal Term, of this Agreement.

3. Fee. In consideration for the license and permits for the use of the nine (9) parking spaces at the Astor Avenue Off-Street Parking Facility by Township employees and volunteers, the Township shall pay \$1,000.00 to the Village on the first day of September, 2014, and \$1,000.00 on the first day of each succeeding September during the original Term of this Agreement. Upon the Renewal of this Agreement, the Township shall pay \$1,030.00 to the Village on first day of September, 2017, and \$1,030.00 on the first day of each succeeding September during the Renewal Term of this Agreement.

4. Term. The Term of this Agreement shall be for three (3) years, beginning on September 1, 2014, and expiring on August 31, 2017. There shall be one (1) automatic Renewal Term for a period of three (3) years, beginning on September 1, 2017 and expiring on August 31, 2020, unless either party, not less than sixty (60) days prior to September 1, 2017, notifies the other party in writing that there shall be no extension. This Agreement may be terminated by the mutual consent of both the Township and the Village.

5. Maintenance. The Township shall maintain the Astor Avenue Off-Street Parking Facility to the standard of a public parking facility including maintenance of landscaping, signs, curbs, lot sweeping, snow removal, patching, and restriping.

6. Repairs. The Village shall be responsible for repairs to the Astor Avenue Off-Street Parking Facility, other than maintenance required of Township. Such repairs include, but are not limited to, resealing and/or repaving of the parking surface.

7. Parking Regulation. The Village shall have the right, but not the obligation, to regulate the use and operation of the Astor Avenue off-street parking facility not inconsistent with this Agreement. Parking of buses, trucks, and other commercial vehicles shall not be allowed on the parking facility, nor shall any vehicle be parked between the hours of 2:00 a.m. and 6:00 a.m. of any day. The Township shall not conduct, nor permit any person to conduct, any business or service on the Parking Facility, without notification and prior written approval from the Village. Township shall install and maintain signage in the parking facility indicating that parking is prohibited except for employees of Township. The design of the signs shall be subject to Village approval.

8. Binding Effect. All of the terms, covenants and conditions contained herein shall continue and bind all successors in interest of the Township.

9. Memorandum. At the option of any party, this Agreement or a memorandum of this Agreement may be filed in the Office of the Recorder of Deeds of Cook County.

10. Insurance. The Parties shall obtain and provide, on or before the commencement of the term of this Agreement, and keep in force at all times throughout the Agreement, the following insurance coverage with respect to the Parking Facility:

(a) Comprehensive General Liability insurance with contractual liability endorsement insuring against any liability arising out of the use, occupancy, or maintenance of the Parking Facility, on an occurrence basis with a minimum single limit of not less than One Million Dollars (\$1,000,000.00). Said insurance shall include a “personal injury” endorsement providing coverage for claims arising out of false arrest, false imprisonment, and such endorsement shall not contain an exclusion of coverage for claims for “personal injury” brought by employees of an insured.

(b) Workmen’s compensation insurance in statutory amounts covering all persons directly or indirectly employed by the Parties in connection with any maintenance work or any repairs or alterations to be made to the Parking Facility, and all employees and agents of the Parties with respect to whom death or bodily injury claims could be asserted against the Village or the Township.

Named Insureds. All the aforesaid insurance 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.

11. Indemnification. To the fullest extent permitted by law, the Village shall indemnify and hold harmless Hanover Township and its officers, officials, employees, volunteers, successors and assigns (collectively, the “Indemnified Parties”) from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, arising out of or relating to (a) any act or omission by the Village or the employees, agents, contractors, licensees, volunteers, tenants and/or subtenants of the Village, arising from, or related to, the repair, or failure to repair, the Astor Avenue Off-Site Parking Facility, or (b) a breach of any obligation of the Village under this Agreement.

The Village further agrees to require any contractor to include Hanover Township, and its officers, officials, employees, volunteers, and agents, as additional insureds on the insurance policies required of the contractor relative to any repair work conducted on the Astor Avenue Off-Site Parking Facility. Such insurance policies shall be written with insurers and in amounts reasonably satisfactory to the Township.

To the fullest extent permitted by law, the Township shall indemnify and hold harmless the Village, and its officers, officials, employees, volunteers, successors and assigns (collectively, the “Indemnified Parties”) from and against any and all claims, damages, cost and expenses, including reasonable attorney fees, arising out of or relating to (a) any act or omission by the Township or the employees, agents, contractors, licensees, volunteers, tenants and/or subtenants of the Township, arising from, or related to the maintenance, or failure to maintain, the Astor Avenue Off-Site Parking Facility, or (b) a breach of any obligation of the Township under this Agreement.

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.

12. Taxes. Should any taxes be assessed against the Property because of this Agreement, the Township agrees to pay those taxes based on its use of the Parking Facility.

13. Assignment. The Township shall not sublet or assign this Agreement or any portion of it without the written consent of the Village. Further, the Township shall not in any way obtain financial gain from anyone as a result of any rights it has under this Agreement.

14. Notices. Any notices required herein or which the Village or the Township may desire to serve upon the other, shall be in writing and shall be deemed served when deposited in the U.S. Mail, via certified mail, postage prepaid, return receipt requested, addressed to the parties as follows:

If to the Village:  
Village of Hanover Park  
2121 West Lake Street  
Hanover Park, IL 60133  
Attn: Village Manager

If to the Township:  
Hanover Township  
250 S. IL Route 59  
Bartlett, IL 60103  
Attn: Township Administrator

15. Governing Law; Venue. This Agreement shall be governed by the laws of the State of Illinois and all litigation arising from this Agreement shall be in the Circuit Court of Cook County, Illinois.

16. Mutual Cooperation. The Parties to this Agreement agree to provide mutual cooperation, perform any act or execute any document necessary to cause the intents and purposes of this Agreement to be realized.

17. Severability. In the event that 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.

18. 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.

19. 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 one (1) counterpart, even though no one (1) counterpart contains the signature of all the Parties.

20. Non-Waiver. Nothing herein shall be construed to represent a waiver of all privileges and immunities granted, by statute or common law, to the Parties as units of local government.

21. No Third Party Beneficiaries. The Parties agree that this Agreement is solely for the benefit of the Parties and nothing herein is intended to create any rights or remedies on any persons other than the Parties.

IN WITNESS WHEREOF, the Village and the Township have executed this Agreement as of the date first above written.

VILLAGE OF HANOVER PARK

HANOVER TOWNSHIP

By: \_\_\_\_\_  
Rodney S. Craig  
Village President

By: \_\_\_\_\_  
Brian P. McGuire  
Township Supervisor

Attest:

\_\_\_\_\_  
Eira Corral  
Village Clerk

\_\_\_\_\_  
Katy Dolan Baumer  
Township Clerk

AGREEMENT  
BETWEEN THE CITY OF ELGIN AND  
HANOVER TOWNSHIP

This AGREEMENT is entered into as of the \_\_\_\_\_ day of \_\_\_\_\_, 2014, by and between the CITY OF ELGIN, an Illinois municipal corporation (hereinafter called "GRANTEE" or "CITY") and the HANOVER TOWNSHIP, an Illinois township corporation (hereinafter called "SUB-RECIPIENT") having a principal place of business at 250 South Illinois Route 59, Bartlett, IL 60103.

I. RECITALS

- A. CITY has applied for Community Development Block Grant funds (hereinafter referred to as "CDBG funds") from the United States Department of Housing and Urban Development (hereinafter called "HUD") as provided by the Housing and Community Development Act of 1974, as amended (P.L. 93-383) (hereinafter called "ACT").
- B. CITY has been awarded CDBG funds from HUD in Fiscal Year (FY) 2014, said award being identified as CDBG Entitlement Communities Number 14.218.
- C. CITY has considered and approved the application of SUB-RECIPIENT for CDBG funds allotted to CITY for distribution to SUB-RECIPIENT.
- D. CITY and SUB-RECIPIENT enter into this Agreement pursuant to their respective powers to enter into such agreements, as those powers are defined in the Illinois Constitution and applicable statutes.

II. SCOPE OF THE PROJECT

- A. SUB-RECIPIENT hereby agrees to perform, in a timely fashion, the activities provided for herein, and those previously defined in the application and project description dated December 13, 2013, submitted by SUB-RECIPIENT entitled "Izaak Walton Center Elevator" a copy of which is attached hereto as Exhibit "A" and incorporated herein by this reference (hereinafter referred to as the "PROJECT"). SUB-RECIPIENT was awarded a grant for Fiscal Year (FY) 2014.
- B. All funding provided to SUB-RECIPIENT shall be used solely to install an elevator linking the main level with the lower level of the SUB-RECIPIENT's facility, located at 899 Jay Street, Elgin, Illinois, Elgin, Illinois. About 1,500 low and moderate-income residents will benefit from the SUB-RECIPIENT's program in its 2014 fiscal year. The subject building will serve 75 percent low and moderate income persons as defined by 24 CFR 570.208 (a) (2) (i) (A). Such funding shall be used only for installation of an elevator and other costs associated with the above activities as are consistent with the scope and intent of the PROJECT and are pre-approved by CITY staff.

C. Bid Requirements

SUB-RECIPIENT shall comply with administrative and procurement requirements as applied to the Community Development Block Grant program in accordance with 24 CFR 85:

1. The Bid Specifications shall include all specifications and pertinent attachments and shall define the items or services in order for the bidder to properly respond.
2. SUB-RECIPIENT shall submit the Bid Specifications and plans to the City's Community Development Department for staff's approval prior to advertising in a local newspaper and the Dodge Construction News.
3. SUB-RECIPIENT shall include in the invitation for bids, the statement "Minorities and women contractors are encouraged to submit bids." SUB-RECIPIENT shall purchase a 1" x 3" space in the Dodge Construction News Classified Section specifically inviting Minority Business Entity/Women Business Entity (MBE/WBE) firms to submit bids.
4. All bids will be publicly opened at the time and place prescribed in the invitation for bids.
5. SUB-RECIPIENT shall provide the City's Community Development Department with a copy of the classified advertisement and the results from the bid opening.
6. The contract award will be awarded, in writing, to the lowest responsive and responsible bidder. Any or all bids may be rejected, if there are sound documented reasons.

D. Davis Bacon Act

SUB-RECIPIENT shall comply with the Federal Labor Standards and Prevailing Wage Rates as applied to the Community Development Block Grant Program in accordance with Title 29 of the Code of Federal Regulations, Part 5:

1. After the start of the described work, SUB-RECIPIENT shall provide to the City's Community Development Department staff, weekly reports of the contractor and/or subcontractors at the job site. SUB-RECIPIENT shall conduct employee interviews of the contractor and/or subcontractors at the job site.
2. Originals of all documents required for compliance with the Federal Labor Standards shall be supplied to the City's Community Development Department.
3. SUB-RECIPIENT shall erect a sign in a prominent place at the job site crediting the City of Elgin and HUD for funding of the PROJECT by including the following statement:

"Funding for the Project has been provided, in part, by the City of Elgin from the U.S. Department of Housing and Urban Development's Community Development Block Grant Program."

E. Quarterly Progress Reports and Disclosure of Client Data

1. SUB-RECIPIENT shall provide a Quarterly Progress Report to CITY each quarter, reporting on the status of the PROJECT in relation to the Project Implementation Schedule. The quarterly progress reports shall begin upon the signing of this Agreement, and be based on the CDBG program year, beginning on June 1 and ending on May 31 of the following year. The quarterly progress report shall be submitted until the completion of the project or until directed to discontinue such reports in writing by CITY.
2. Quarterly progress reports shall be due on the 10<sup>th</sup> day of the month following, the end of the quarter, for the previous quarter's activities as follows
  - First Quarter – June, July, August (due September 10)
  - Second Quarter – September, October, November (due December 10)
  - Third Quarter – December, January, February (due March 10)
  - Fourth Quarter – March, April, May (due June 10)
3. SUB-RECIPIENT shall use a form provided by the Community Development Department and shall include all required information about the number of clients served each quarter (by race, household income, household size and the number of female headed households).
4. SUB-RECIPIENT shall maintain on the premises of their principal place of business client data demonstrating client eligibility for services provided, and any other demographic information as requested in the City's Quarterly Progress Reports. Such information shall be made available to the City's monitors for review upon request.
5. SUB-RECIPIENT shall furnish and will permit CITY, HUD or its agents, or other authorized federal officials, access to clients' records for the purpose of household size and income verification to ascertain compliance with the rules, regulations and provision of the Act.

F. Request for Payment

1. SUB-RECIPIENT shall provide the City's Community Development Department, prior to the start of construction, with an itemized list of all estimated expenditures. This list (on a State of Illinois Engineer's Pay Estimate form BLR-283 or equivalent) shall show expected quantities and unit prices for each item.
2. Request for payment shall be submitted on a timely basis. Each request for payment sent to CITY shall be accompanied by said payment estimate form signed by SUB-RECIPIENT'S authorized representative and showing the work completed. Changes to items on the pay estimate form must be authorized, in writing, by SUB-RECIPIENT (on a State of Illinois Request for Approval of Change in Plans Form BLR-228 or equivalent), and a copy of such authorization shall be submitted to the City's Community Development Department before payment pursuant to such changes is made.

- G. Prior to the expenditure of CDBG funds, SUB-RECIPIENT shall meet with the City's Community Development Department staff to establish acceptable documentation and guidelines regarding requests for payment for the activities described in the Scope of Work. No payment of CDBG funds will be made by CITY without the required documentation.
- H. SUB-RECIPIENT shall record and report monthly to CITY all program income (as defined in 24 CFR 570.500(a)) generated by activities carried out with CDBG funds made available under this Agreement. Any such program income shall be returned to CITY. Written request for an exception to this section must be made in writing to the City's Community Development Department. Such request shall describe why the SUB-RECIPIENT needs the income, the specific activities SUB-RECIPIENT will undertake with the funds, and how SUB-RECIPIENT will report income and expenditures to CITY. A written response to the request will be provided to SUB-RECIPIENT from CITY. The use of any program income by SUB-RECIPIENT shall comply with the requirements set forth at 24 CFR 570.504. By way of further limitations, to the extent any such income is used during the Agreement period for activities permitted under this Agreement, SUB-RECIPIENT shall reduce requests for additional funds by the amount of any such program income balances on hand. All unexpended program income shall be returned to CITY at the end of this Agreement period. Any interest earned on cash advances from the U.S. Treasury and from funds held in a revolving fund account is not program income and shall be remitted promptly to CITY.

### III. AMOUNT AND TERMS OF GRANT

- A. CITY shall distribute to SUB-RECIPIENT, as SUB-RECIPIENT'S portion of the total grant received by CITY and in consideration of SUB-RECIPIENT'S undertaking to perform the PROJECT, a maximum of **\$25,000** (hereinafter "Grant Funds"), to be paid in the manner set forth herein at Section VII.
- B. This PROJECT shall be identified by the following project and account numbers: **Project No. 154959** and **Account No. 230-0000-791.93-36 in the amount of \$25,000**, which identifying numbers shall be used by SUB-RECIPIENT on all payment requests.
- C. In the event the services identified in Section II, *Scope of the Project* of this Agreement or other eligible services for low and moderate income individuals and households are no longer provided at SUB-RECIPIENT's facility located at 899 Jay Street, Elgin, due to actions by SUB-RECIPIENT, SUB-RECIPIENT shall reimburse the U.S. Department of Housing and Urban Development or CITY for project activities undertaken in whole or in part with CDBG funds at a rate of 6.7% for each year and portion of each year remaining on the ten-year useful life of the facility improvements. The ten-year compliance period shall begin on the commencement date of this Agreement. This provision shall not be construed as limiting CITY from asserting any claims against SUB-RECIPIENT, for the breach of any other terms of this Agreement.
- D. Upon project completion as specified in Section II, *Scope of the Project*, any remaining CDBG project funds shall be available for reallocation by CITY to another eligible

CDBG project. If SUB-RECIPIENT materially fails to comply with any term of this award, SUB-RECIPIENT shall repay to CITY all funds used for ineligible activities.

- E. A minimum of 51 percent of the persons served on an annual basis shall be at or below 80 percent of the Median Family Income in order for SUB-RECIPIENT to maintain eligibility for the CDBG funds provided for herein. Said income levels shall be updated and revised annually to conform to levels set by the U. S. Department of Housing and Urban Development. Failure to meet the aforementioned minimum 51 percent threshold shall require SUB-RECIPIENT to reimburse CITY for funds expended, in whole or in part, for project activities.
- F. Changes in the scope of services, budget, or method of compensation contained in this Agreement, unless otherwise noted, may only be made through a written amendment to this Agreement, executed by SUB-RECIPIENT and CITY.

#### IV. SUB-RECIPIENT'S COMPLIANCE WITH THE ACT

- A. CITY shall assist SUB-RECIPIENT'S making application for CDBG funds.
- B. SUB-RECIPIENT shall abide by the ACT, and all HUD rules and regulations promulgated to implement the ACT.
- C. SUB-RECIPIENT shall, upon request of CITY, (1) assist in the completion of an environmental review and (2) complete certifications showing equal employment opportunity compliance including equal employment opportunity certification with reference to the PROJECT, as set forth in Exhibit "C" attached hereto and made a part hereof.
- D. SUB-RECIPIENT, in performing under this Agreement, shall:
  - 1. Not discriminate against any worker, employee, or applicant, or any member of the public, because of race, creed, color, sex, age or national origin, nor otherwise commit an unfair employment practice; and
  - 2. Take affirmative action to insure that applicants are employed without regard to race, creed, color, sex, age or national origin, with such affirmative action including, but not limited to the following: Employment, upgrading, demotion or transfer, termination, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation, selection for training, including apprenticeship.
- E. SUB-RECIPIENT shall permit CITY and HUD to conduct on-site reviews, examine personnel and employment records and to conduct any other procedures or practices to assure compliance with the provisions of this Agreement. SUB-RECIPIENT agrees to post in conspicuous places available to employees and applicants for employment notices setting forth the provisions of this non-discriminatory clause.

- F. SUB-RECIPIENT shall comply with all laws and state and federal rules and regulations, including but not limited to those regarding a direct or indirect illegal interest on the part of any employee or elected official of SUB-RECIPIENT in the PROJECT or payments made pursuant to this Agreement.
- G. SUB-RECIPIENT hereby warrants and represents that neither the project, including but not limited to any funds provided pursuant thereto, nor any personnel employed in the administration of the program shall be in any way or to any extent engaged in the conduct of political activities in contravention of Chapter 15 of Title 5, United States Code, referred to as the Hatch Act.
- H. SUB-RECIPIENT shall maintain records to show actual time devoted and costs incurred, in relation to the PROJECT, and shall prepare and submit quarterly progress reports which describe the work already performed and anticipated during the remaining time of the PROJECT. Upon fifteen (15) days' notice from CITY, originals or certified copies of all time sheets, billings, and other documentation used in the preparation of said progress reports shall be made available for inspection, copying, or auditing by CITY at any time during normal business hours, at 150 Dexter Court, Elgin, Illinois.
- I. SUB-RECIPIENT shall adopt the audit requirements of the Office of Management and Budget (hereinafter "OMB") Circular A-133, "Audits of States, Local Governments, and Non-Profit Organizations." SUB-RECIPIENT shall submit to CITY one copy of said audit report. SUB-RECIPIENT shall permit the authorized representatives of CITY, HUD and the Comptroller General of the United States to inspect and audit all data and reports of SUB-RECIPIENT relating to its performance under this Agreement.
- J. SUB-RECIPIENT and CITY shall at all times observe and comply with Title 24 CFR Part 570 and all applicable laws, ordinances or regulations of the Federal, State, County, and local government, which may in any manner affect the performance of this Agreement. Without limiting the foregoing, SUB-RECIPIENT shall comply with the regulations, policies, guidelines and requirements set forth in Exhibit B, attached hereto and incorporated herein by this reference.
- K. SUB-RECIPIENT shall transfer to CITY any unused CDBG funds and submit all billings attributable to this Project at the time this Agreement expires.
- L. SUB-RECIPIENT will ensure that any real property under SUB-RECIPIENT'S control that was acquired and/or improved in whole or in part with CDBG funds is used to meet the benefit of low and moderate income persons as defined by HUD, for a period of 10 years after the commencement of this Agreement.
- M. If during the 10 year period after the commencement of this Agreement, SUB-RECIPIENT disposes of any property under SUB-RECIPIENT'S control that was acquired and/or improved in whole or in part with CDBG funds, then SUB-RECIPIENT will reimburse CITY in the amount of the current fair market value of the property less any portion of the value attributable to expenditures of non-CDBG funds for acquisition of, or improvement to, the property in accordance with 24 CFR 570.503(b)(8) and 24 CFR 570.505.

V. RIGHTS TO SUBCONTRACT

- A. SUB-RECIPIENT is herewith granted authority to subcontract all or any portion of the PROJECT to such engineers, architects, independent land use consultants, professional land planner, construction contractors or other entities as SUB-RECIPIENT shall deem appropriate or necessary and upon such terms as may be acceptable to SUB-RECIPIENT.
- B. Administration of any subcontracts by SUB-RECIPIENT shall be in conformance with 24 CFR Part 570.200(d)(2) and Part 85.36.

VI. SUB-RECIPIENT'S AUTHORIZATION TO ACCEPT PROPOSALS

- A. After CITY has received notification that funds for the PROJECT have been released by HUD, SUB-RECIPIENT shall be authorized to accept the proposal of any subcontractor for the PROJECT.

VII. BILLING PROCEDURE

- A. Upon release of Grant Funds by HUD for the PROJECT, CITY shall make disbursements to the SUB-RECIPIENT as either reimbursement for advances made by SUB-RECIPIENT or as advances for specific cash requirements of SUB-RECIPIENT for the PROJECT. All claims of SUB-RECIPIENT, whether for reimbursement or advancement, shall comply with the following requirements:
  - 1. SUB-RECIPIENT shall submit a listing of all disbursements of CDBG funds, on a form provided by CITY;
  - 2. Any claim for advancement of CDBG funds shall be limited to an amount necessary for SUB-RECIPIENT to meet specific cash requirements for the PROJECT and shall be disbursed by SUB-RECIPIENT within three (3) working days of receipt by SUB-RECIPIENT;
  - 3. Any request for reimbursement or advancement pertaining to work under contracts from SUB-RECIPIENT shall include the following:
    - a. For interim payments to contractors and subcontractors, certification that the work for which payment is requested has been performed and is in place and to the best of SUB-RECIPIENT'S knowledge, information and belief that, the quality of such work is in accordance with the contract and subcontracts, subject to: (i) any evaluation of such work as a functioning PROJECT upon substantial completion; (ii) the results of any subsequent tests permitted by the subcontract; and (iii) any defects or deficiencies not readily apparent upon inspection of the work; and
    - b. For final payment, certification that the work has been performed in a satisfactory manner and in conformance with the contract.

4. Processing of all requests for payment shall be contingent upon the submission of the required documentation by the contractor and subcontractor to CITY that fully complies with federal labor standards, uniform relocation act or any other applicable federal, state, or local statutes, rules or regulations.
  5. SUB-RECIPIENT shall forward to CITY all billings, vouchers, and other documents representing any accounts payable, in such timely and reasonable manner as both parties shall determine; provided, however, that in no event shall such documents be forwarded to CITY later than twenty-one (21) days after SUB-RECIPIENT'S receipt of such documents.
  6. SUB-RECIPIENT shall cooperate with CITY to facilitate the maintenance of financial records by CITY as required by Title 24 CFR 85.
- B. Upon submission of an acceptable claim for Grant Funds, CITY shall process such claim and shall approve such claim for payment following approval by the City's Community Development Department, for compliance with this Agreement and applicable HUD requirements.
- C. Except as provided for in Section IX and X herein, CITY shall pay all required payments against eligible project costs, as described in Section II.B, incurred by SUB-RECIPIENT under this Agreement.

#### VIII. ADMINISTRATION AND REPORTING REQUIREMENTS

- A. SUB-RECIPIENT shall administer the Grant Funds in conformance with the regulations, policies, guidelines and requirements of OMB Circular numbers A-110, A-122, and A-133, specifically, within OMB Circular A-133 Subpart D, Section 400(d)(1) for CDBG Entitlement Communities Number 14.218, funds awarded in 2014 from HUD; as they relate to the acceptance and use of federal funds for the PROJECT.
- B. SUB-RECIPIENT shall submit all required information to show compliance with applicable laws, rules and regulations, as specified in this Agreement and shall submit to CITY a quarterly progress report no later than the 10th day of the month following the activity being reported. SUB-RECIPIENT shall comply with all reporting and other requirements as specified in Exhibit "B" attached hereto and made a part of this Agreement.
- C. Relocation of Tenants

SUB-RECIPIENT shall comply with the requirement under the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970. SUB-RECIPIENT shall maintain a separate relocation file for each displaced person/business for at least three years after the project has been completed or the person/business has received final relocation payments, whichever is later. Relocation costs must be paid to any tenant (residential or nonresidential) who occupies any building being acquired and is forced to

move without cause. Waiver of rights to relocation costs can only be done by a single family homeowner.

D. Management Plan and Operating Budget of the Facility

SUB-RECIPIENT shall maintain, and keep current, a management plan and operating budget stating policies governing the operation of the facility and shall keep this plan and budget on file with CITY.

IX. TERMINATION OF AGREEMENT OR SUSPENSION OF PAYMENT

- A. During the implementation of the PROJECT, CITY may terminate this Agreement or may suspend payment of Grant Funds to SUB-RECIPIENT for SUB-RECIPIENT'S substantial breach of this Agreement, abandonment of the PROJECT or occurrence rendering impossible the performance by SUB-RECIPIENT of this Agreement.
- B. During the implementation of the PROJECT, CITY may suspend payments of Grant Funds, due to use of funds in a manner unrelated to or in breach of this Agreement relative to, SUB-RECIPIENT'S performing the PROJECT, failure by SUB-RECIPIENT in submitting supporting information or documentation for a claim, submission by SUB-RECIPIENT of incorrect or incomplete reports, or SUB-RECIPIENT'S suspension of its pursuit of the PROJECT.
- C. In the event CITY elects to terminate this Agreement or to suspend payments, for any reason stated herein above in paragraph A and B of this Section IX, it shall notify SUB-RECIPIENT, in writing, of such action, specifying the particular deficiency, at least five (5) working days in advance of any such action and establishing a time and a place for SUB-RECIPIENT to refute the alleged deficiency at a time prior to CITY'S taking such action. After allowing SUB-RECIPIENT the opportunity to refute or correct alleged deficiency, if the alleged deficiency continues to exist, in the opinion of the CITY, CITY may withhold payment of the Grant Funds until such time as the violation or breach is remedied. No action taken or withheld by CITY under this paragraph shall relieve SUB-RECIPIENT of its liability to CITY for any funds expended in violation of any of the terms of this Agreement.
- D. SUB-RECIPIENT shall transfer to CITY any unused CDBG funds and submit all billings attributable to this Project at the time this Agreement terminates or is suspended.

X. REMEDIES

- A. To the fullest extent permitted by law, SUB-RECIPIENT agrees to and shall indemnify, defend and hold harmless CITY, its officers, employees, boards and commissions from and against any and all claims, suits, judgments, costs, attorney's fees, damages or any and all other relief or liability arising out of or resulting from or through, or alleged to arise out of, any breach of this Agreement; misuse or misapplication of funds derived pursuant to this Agreement by SUB-RECIPIENT; violation of any statutes, rules and regulations, directly or indirectly, by SUB-RECIPIENT and/or any of its agents or

representatives; or any negligent acts or omissions of SUB-RECIPIENT or of SUB-RECIPIENT'S officers, employees, agents or subcontractors. In the event of any action against CITY, its officers, employees, agents, boards or commissions covered by the foregoing duty to indemnify, defend and hold harmless, such action shall be defended by legal counsel of CITY's choosing. The provisions of this paragraph shall survive any termination and/or expiration of this Agreement.

- B. In the event of loss of approved Grant Funds for the PROJECT as a result of any violation or breach of this Agreement by CITY, misuse or misapplication of funds received from HUD unrelated to the PROJECT, or any violation of the statutes, rules and regulations of HUD, directly or indirectly, by CITY and/or any of its agents or representatives, CITY'S liability to SUB-RECIPIENT shall be limited to any funds which have previously been provided to SUB-RECIPIENT pursuant to this Agreement. SUB-RECIPIENT hereby waives and releases CITY from any and all other liability pursuant to any such breach, misuse, misapplication or violation of statutes, rules or regulations.
- C. In the event HUD, or any other federal agency, makes any claim which would give rise to invoking the remedy provisions, as set forth in paragraph A or B of this Section X, then t CITY or SUB-RECIPIENT shall immediately notify the other party, in writing, providing the full details of the alleged violation. To the extent that any such matter is not subject to exclusive federal jurisdiction, venue for the resolution of any disputes or the enforcement of any rights arising out of or in connection with this Agreement between CITY and SUB-RECIPIENT shall be in the Circuit Court of Kane County, Illinois.
- D. In addition to any remedies available to CITY, if CITY has lost or been prevented from receiving any federal funds, other than the Grant Funds, as a result of any alleged violation of law or other breach of this Agreement by SUB-RECIPIENT, SUB-RECIPIENT shall repay, upon demand by the CITY, such amount of Grant Funds previously disbursed or allegedly due to SUB-RECIPIENT.

XI. TIMELINESS

- A. Time is of the essence of this Agreement. SUB-RECIPIENT shall meet the schedule deadlines listed below. Any milestone which SUB-RECIPIENT does not achieve within two months of the date listed will result in SUB-RECIPIENT submitting a revised implementation schedule for approval by the City's Community Development staff. Failure to achieve these deadlines may result in the loss or reduction of grant funds at CITY's discretion.

<u>Actions</u>	<u>Date</u>
1. Prepare Bid Specification	September 1, 2014
2. Bids Solicited	October 1, 2014
3. Select Contractor	November 1, 2014

- |    |                        |                  |
|----|------------------------|------------------|
| 4. | Construction Begins    | December 1, 2014 |
| 5. | Construction Completed | March 1, 2015    |

- B. SUB-RECIPIENT. Shall complete the PROJECT within twelve (12) months from the date of this Agreement. However, in the event of any alterations or additions or of circumstances beyond the control of SUB-RECIPIENT, which in the opinion of the Community Development Director will require additional time for completion of said expenditures, then in that case, the time of completion shall be extended by the Community Development Director by a period of time not to exceed six (6) months.
- C. If SUB-RECIPIENT is delayed in the completion of the PROJECT by any cause legitimately beyond its control, as determined by CITY, such that it cannot complete the PROJECT within eighteen (18) months of the date of this Agreement, it shall immediately give written notice to CITY of the anticipated delay, the reasons therefore and request an extension of time for completion of the PROJECT. CITY's Community Development Director shall consider any such request and shall make a recommendation to CITY's City Council as to whether in his sole discretion he considers such an extension to be reasonable and necessary, under the totality of circumstances to be required for completion of the PROJECT due to the particular circumstances. The CITY's City Council shall act upon the extension request and recommendation of the Community Development Director and notify SUB-RECIPIENT whether the time extension is granted or denied, and CITY's intention to exercise the remedies available herein, including but not limited to suspension of further payments. A revised implementation schedule shall be submitted by SUB-RECIPIENT if an extension is granted by CITY.

XII. MISCELLANEOUS PROVISIONS

- A. AMENDMENTS - This Agreement constitutes the entire Agreement between the parties hereto. There are no other agreements, either oral or implied, between the parties hereto regarding the subject matter hereof. Any proposed change in this Agreement shall be submitted to the other party for prior approval. No modifications, additions, deletions, or the like, to this Agreement shall be effective unless and until such changes are executed, in writing, by the authorized officers of each party.
- B. SUBJECT TO FINANCIAL ASSISTANCE AGREEMENT - This Agreement is made subject to financial assistance agreements between CITY and the United States Department of Housing and Urban Development, with the rights and remedies of the parties hereto being in accordance with any such agreements.
- C. ASSIGNMENT - Except as provided in Sections V and VI hereof, SUB-RECIPIENT shall not assign this Agreement or any part thereof and SUB-RECIPIENT shall not transfer or assign any Grant Funds or claims due or to become due hereunder, without the written approval of CITY having first been obtained.

- D. ATTORNEY'S OPINION - If requested, SUB-RECIPIENT shall provide an opinion of its attorney, in a form reasonably satisfactory to CITY, that all steps necessary to adopt this Agreement, in a manner binding upon SUB-RECIPIENT, have been taken by SUB-RECIPIENT, and that SUB-RECIPIENT is in compliance with applicable local, state and federal statutes, rules and regulations for the purpose of complying with this Agreement.
- E. HEADINGS - The section headings of this Agreement are for convenience and reference only and in no way define, limit, or describe the scope or intent of this Agreement, and should be ignored in construing or interpreting this Agreement.
- F. The terms of this Agreement shall be severable. In the event any of the terms or provisions of this Agreement are deemed to be void or otherwise unenforceable for any reason, the remainder of this Agreement shall remain in full force and effect.
- G. This Agreement shall not be construed to create a joint venture, partnership, employment or other agency relationship between the parties hereto.
- H. Venue for the resolution of any disputes or the enforcement of any rights between the parties hereto arising out of or in connection with the terms and provisions of this Agreement shall be in the Circuit Court of Kane County, Illinois.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates recited below.

CITY OF ELGIN, an Illinois Municipal Corporation

BY: \_\_\_\_\_  
Sean R. Stegall  
City Manager

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_  
Kim A. Dewis  
City Clerk

SUB-RECIPIENT: Hanover Township, an Illinois Township Corporation  
250 South Illinois Route 59, Bartlett, IL 60103

BY: \_\_\_\_\_  
Brian P. McGuire  
Supervisor

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_

EXHIBIT A  
SUB-RECIPIENT'S CDBG APPLICATION

EXHIBIT B  
ASSURANCES

SUB-RECIPIENT hereby warrants and represents that it will comply with the regulations, policies, guidelines and requirements with respect to the acceptance and use of CDBG funds in accordance with the ACT and the City of Elgin policies. Also, SUB-RECIPIENT certifies with respect to the grant that:

1. It possesses legal authority to make a grant submission to CITY and to execute a community development and housing program;
2. Its governing body has duly adopted or passed as an official act, a resolution, motion or similar action authorizing the person identified as the official representative of SUB-RECIPIENT to execute this Agreement, all understandings and assurances contained herein, and directing the authorization of the person identified as the official representative of SUB-RECIPIENT to act in connection with the execution of this Agreement and to provide such additional information as may be required.
3. Prior to submission of its application to CITY, SUB-RECIPIENT has:
  - (A) Met the citizen participation requirements of 570.301(b) and has provided citizens with:
    - (1) The estimate of the amount of CDBG funds proposed to be used for activities that will benefit persons of low and moderate income; and
    - (2) Its plan for minimizing displacement of persons as a result of activities assisted with CDBG funds and to assist persons actually displaced as a result of such activities;
  - (B) Prepared its application in accordance with the policies of the City of Elgin and made the application available to the public;
4. The grant will be conducted and administered in compliance with:
  - (A) Title VI of the Civil Rights Act of 1964 (Pub. L. 88-352 42 U.S.C. Sec 2000d et seq.) and implementing regulations issued at 24 CFR Part I;
  - (B) Title VIII of the Civil Rights Act of 1968 (Pub. L. 90-208), as amended; and that the SUBGRANTEE will administer all programs and activities related to housing and community development in a manner to affirmatively further fair housing;
  - (C) Section 109 of the Housing and Community Development Act of 1974, as amended; and the regulations issued pursuant hereto;
  - (D) Section 3 of the Housing and Urban Development Act of 1968, as amended;
  - (E) Executive Order 11246-Equal Opportunity, as amended by Executive Orders 11375 and 12086, and implementing regulations issued at 41 CFR Chapter 60;

- (F) Executive Order 11063-Equal Opportunity in Housing, as amended by Executive Order 12259, and implementing regulations at 24 CFR Part 107;
  - (G) Section 504 of the Rehabilitation Act of 1973 (Pub. L. 93-112), as amended, and implementing regulations when published in effect;
  - (H) The Age Discrimination Act of 1975 (Pub. L. 94-135), as amended and implementing regulations when published for effect;
  - (I) The relocation requirements of Title II and the acquisition requirements of Title III of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and the implementing regulations at 24 CFR Part 42, as required under 24 CFR 570.606;
  - (J) The labor standards requirements as set forth in 24 CFR Part 570, Subpart K and HUD regulations issues to implement such requirements;
  - (K) Executive Order 11988 relating to the evaluation of flood hazards and Executive Order 11738 relating to the prevention, control and abatement of water pollution;
  - (L) The flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973 (Pub. L. 93-234);
  - (M) The Fair Housing Act (42 U.S.C. 3601-20);
5. Its notification, inspection, testing and abatement procedures concerning lead-based paint will comply with 570.608; and
  6. When a grant is in excess of \$100,000 it will comply with all applicable standards, orders, or requirements issued under Section 308 of the Clean Air Act (42 U.S.C. 1857(h), Section 508 of the Clean Water Act (33 U.S.C. 1368), Executive Order 11738, and Environmental Protection Agency regulation (40 CFR Part 15), which prohibit the use under nonexempt Federal contracts, grants or loans, of facilities included on the EPA list of Violating Facilities. The provision shall require reporting of violations to the County, HUD, and to the AESOP Assistant Administrator for Enforcement (EN-329).
  7. It has developed its application so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight; (the application may also include activities which SUB-RECIPIENT certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
  8. It is following the current City of Elgin Consolidated Plan which has been approved by HUD pursuant to 570.306; and
  9. It will not attempt to recover any capital costs of public improvements assisted in whole or in part with funds provided under Section 106 of the ACT or with amount resulting from a guarantee under Section 108 of the ACT by assessing any amount against properties owned and occupied

by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements, unless: (1) funds received under Section 106 of the ACT are used to pay the proportion of such fee or assessment that relates to the capital costs of such public improvements that are financed from revenue sources other than under Title I of the ACT; or (2) for purposes of assessing any amount against properties owned and occupied by low and moderate income persons, SUB-RECIPIENT certifies that it lacks sufficient funds received under Section 106 of the ACT to comply with the requirements of subparagraph (1) above.

10. SUB-RECIPIENT certifies that it will provide a drug-free workplace by:
  - (A) Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of a controlled substance is prohibited in SUB-RECIPIENT's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
  - (B) Establishing a drug-free awareness program to inform employees about:
    - (1) The dangers of drug abuse in the workplace;
    - (2) SUB-RECIPIENT's policy of maintaining a drug-free workplace;
    - (3) Any available drug counseling, rehabilitation, and employee assistance programs; and
    - (4) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace.
  - (C) Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph (A);
  - (D) Notifying the employee in the statement required by paragraph (A) that, as a condition of employment under the grant, the employee will:
    - (1) Abide by the terms of the statement; and
    - (2) Notify the employer of any criminal drug statute conviction for a violation occurring in the workplace no later than five days after such conviction;
  - (E) Notifying the City of Elgin's Community Development Department within ten (10) days after receiving notice under subparagraph (D)(2) from an employee or otherwise receiving actual notice of such conviction;
  - (F) Taking one of the following actions, within 30 days of receiving notice under subparagraph (D)(2), with respect to any employee who is so convicted:
    - (1) Taking appropriate personnel action against such an employee, up to and including termination; or
    - (2) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;

- (G) Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs (A), (B), (C), (D), (E) and (F).
11. It has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in nonviolent civil rights demonstrations.
  12. In regards to lobbying, SUB-RECIPIENT certifies:
    - (A) No Federal appropriated funds have been paid or will be paid, by or on behalf of SUB-RECIPIENT, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement.
    - (B) If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the Federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
    - (C) SUB-RECIPIENT shall require that the language of this certification be included in the award documents for all sub-awards at all tiers (including subcontracts, sub-grants, and contracts under grants, loans, and cooperative agreements) and that all sub-recipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

EXHIBIT C  
EQUAL EMPLOYMENT OPPORTUNITY CERTIFICATION

Community Development Block Grant Program  
City of Elgin

The undersigned understands and agrees that it is a SUB-RECIPIENT of the Community Development Block Grant Program of CITY. The undersigned also agrees there shall be no discrimination against any employee who is employed in carrying out work from the assistance received from CITY and HUD, or against any applicant for such employment, because of race, color, religion, sex, age or national origin, including but not limited to employment, upgrading, demotion or transfer; recruitment or recruitment advertising; lay off or termination; rates of pay or other forms of compensation; and selection for training, including apprenticeship.

SUB-RECIPIENT further agrees to the following:

- (1) It will incorporate or cause to be incorporated into any grant contract, loan, grant insurance or guarantee involving Federally assisted construction work, or modification thereof, which is paid for in whole or in part with funds obtained from the Community Development Block Grant program, the language contained in HUD Equal Employment Opportunity Regulations at 42 CFR 130.15(b), in Executive Order 11246, as amended by Executive Orders 11375 and 12006, and implementing regulations issued in 41 CFR Chapter 60.
- (2) It will be bound by said equal opportunity clause with respect to its own employment practices when it participates in any Community Development Block Grant Program construction.
- (3) It will assist and cooperate actively with CITY, HUD, and the Secretary of Labor in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and the rules, regulations and relevant orders of the Secretary of Labor.
- (4) It will furnish CITY, HUD, and the Secretary of Labor such information as they may require for the supervision of such compliance, and will otherwise assist CITY and HUD in the discharge of primary responsibility for securing compliance.
- (5) It will refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from or who has not demonstrated eligibility for government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (6) It will carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the Secretary of Labor, CITY or HUD.
- (7) In the event that SUB-RECIPIENT fails or refuses to comply with the undertaking, CITY, or HUD may take any or all of the following actions: cancel, terminate or suspend, in whole or in part, this grant, refrain from extending any further assistance to SUB-RECIPIENT until satisfactory assurance of future compliance has been received; and refer the case to HUD for appropriate legal proceedings.

SUB-RECIPIENT: Hanover Township, an Illinois Township Corporation  
250 South Illinois Route 59, Bartlett, IL 60103

BY: \_\_\_\_\_  
Brian P. McGuire, Supervisor

DATE: \_\_\_\_\_

ATTEST: \_\_\_\_\_